

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
COUNCIL CHAMBERS
150 N McKenzie Ave., Gillett, WI
MINUTES
Thursday, June 7, 2018 at 6:00 PM

1. **Acting Mayor Mohr called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.**

Roll Call

Present: Mayor James Beaton, Alderpersons Irene Drake, Josh McCarthy, Matt Stroik, Sandra Hubbard, Utility Operator Ron Anderson, Public Works Foreman Shane Rank, Police Chief Jess Keplinger, Attorney Katherine Sloma, Fire Chief Kurt Hicks, and Clerk Treasurer Kim Gruetzmacher. Public Debbie Rudie, Norm Finnell, Danial Wright, Times Herald Warren Bluhm. Alderpersons Nanette Mohr and Marie Blaser were excused. Jake Steldt was absent.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Mayor informs council that the parks committee site plan waiver for the alternative trailhead location has been approved by the State of Wisconsin DNR. The parks committee will have the ability to choose either site for the trailhead.
4. Discussion & possible action on minutes for May 3, 2018.
MOTION: Drake/Stroik
Motion to accept minutes from May 3, 2018 as printed.
Voice Vote: All Ayes - **MOTION CARRIED**
5. **CDA Report:** Alderperson Mohr was excused ó no report
6. **Library Report:** Alderperson Mohr óWritten report
The Mayor reported on behalf of Alderperson Mohr that the downtown market started today from 4-7pm and there were 8 vendors. The book sale also started today with the summer library program beginning next week. The library is still looking for a part-time employee for 29 hours a week.
7. **Tourism & Marketing Commission Report:** Jake Steldt was absent ó no report.
8. **Financial Report:** Kim Gruetzmacher
 - a. Updated Monthly Check Register Provided
MOTION: Stroik/McCarthy
Motion to accept the financial report.
Roll Call Vote: All Ayes - **MOTION CARRIED**
9. **Police Department Report:** Police Chief Keplinger
 - a. Discussion on Incident Summary Report ó Chief Keplinger provided the incident report for the month.
 - b. Discussion on Training and Public Relations- Chief reported it was a busy month. Public Relations: National Bike to School day was last week and they had 5 more students than they had last year and the event was a success. Middle School Student Council presented the department and area emergency departments with goodie baskets showing their appreciation for all emergency workers in the area. Officer Hull attended the end of the year event at the school today. Department is currently working with the fire department and EMS with the Stop the Bleed Program. The department will get trained and then be able to train others on this program. Chief assisted the school district with a grant to get trauma kits for the schools for the Stop the Bleed Program. The State Attorney General has over \$100 million in grant money to award to schools for building safety. Chief assisted the school with a walk through of the buildings and helped the district identify some items that can be applied for to apply for the grant funds. Chief also met with Seneca's migrant recruiter Pedro Portillo and his assistant Angel regarding the upcoming canning season. Training: All officers are on track for their annual training. Officer Baeten turned in his resignation as he was recently hired full-time by the City of Oconto Falls. Chief also announced that Zak Hoeft was recently hired as the newest member of the staff as a full-time officer.

10. **Fire Department Report:** Fire Chief Hicks

a. Discussion on Training, Public Relations, and Incident Summary Report ó

Fire Chief Hicks reported on May 13 they had MCI training for active shooter and one call on May 20 for a faulty carbon dioxide detector. The department active shooter training consisted of 240 emergency personnel (EMS/Fire/Police) all the way from Lakewood/Townsend to Green Bay. The department learned if there is an active shooter situation a lot of personnel is needed. Chief stated his team jumped right in and did a great job; he was very proud of them. The department will be hosting a similar event in Gillett coordinated with the EMS and police department to further their training in the City. Last Tuesday the department held their driver operator training and on May 24 worked with Tracy at the school for Stop the Bleed training for ninth to eleventh graders. The department has 3 new members ó Reid & Brice Winkler and Kaci Hoverson-Boehmer. The department lost 3 members ó Tod Anderson & Pat Belongia retired and Seth Rudie moved. Chief also reported that the landscaping out front of the fire house has been completed and he will be replacing the exterior building lights soon.

****MOTION: McCarthy/Stroik****

Motion that we allow Debbie Rudie to have public input.

Voice Vote: All Ayes **MOTION CARRIED**

Debbie Rudie stated that when the fire department trains it is incredible to watch and highly recommends anyone who can, to go watch the department when they have training. She also stated that when Gillett City Fire Department goes to places with other departments that the City's department shines.

11. **Health, Protection and License Committee Report:** Alderperson Blaser was excused; Alderperson Drake reported on her behalf.

a. Discussion and Possible Action on accepting Officer Baeten's Resignation

MOTION: Stroik/McCarthy

Motion to accept the resignation of Officer Baeten.

Voice Vote: All Ayes **MOTION CARRIED**

b. Discussion and Possible Action on Operator Licenses for Ed Erickson, Patricia Randals, David Dietrich, Kimberly Borkovec, Denise Hicks, Kirk Pearsall, Donna Olson, Ali Elsner, Nancy DesJarlais, Gary Pemrich, Tracie Delzer, Dana Peterson, Jessica Brassfield, Bonnie Wetzel, Donna Kilmer, Esther Verhagen, Nicholas Blumreich, Roxanne Reed, Anna Verhagen, Richard Moffat, Jacqueline Pendleton, Heather Adamski, Jessica

MOTION: McCarthy\Drake

Motion to accept Operators Licenses for listed people.

Voice Vote: All Ayes **MOTION CARRIED**

c. Discussion and Possible Action on CITY OF GILLETT ALCOHOL LICENSE APPLICATIONS

-The following have applied for alcohol license renewals with the City of Gillett for the period of July 1, 2018 through June 30, 2019. Said renewals will be presented to the City Council on June 7, 2018 for possible approval/denial.

Class A Fermented Malt Beverage

Pat's Market, Inc. d/b/a Pat's Market; Agent-Dayton Borneman, 117 N McKenzie Ave, Gillett, WI 54124

Class B Fermented Malt Beverage & Class B Liquor

Spirits of Gillett LLC; Agent-Vicky Pemrich, 145 N McKenzie Ave, Gillett, WI 54124

Me and My House LLC d/b/a Carriage House, Agent- Legal Inc Corp Services, President-Pamela Ellman, 100 N Lake Ave, Gillett, WI 54124

Sleepy Hollow Motel & Resort LLC d/b/a Sleepy Hollow Wildfire Trails; Agent-Laurie Wold, 5 State Hwy 22 E, Gillett, WI 54124

Thomas Fullerton d/b/a Fullerton's Bar, 109 N Lake Ave, Gillett, WI 54124

-The following have applied for an Original Alcohol License with the City of Gillett for the period of July 1, 2018 through June 30, 2019. Said Original License will be presented to the City Council on June 7, 2018 for possible approval/denial.

Class A Fermented Malt Beverage & Class A Liquor

Riiser Fuels, LLC. d/b/a R Store #19; Agent-Amber Zubricky, 200 N McKenzie Ave, Gillett, WI 54124

Class B Fermented Malt Beverage & Class B Liquor

Todd Druckrey d/b/a The Fifth Wheel, 206 East Railroad Street, Gillett, WI 54124

MOTION: McCarthy/Stroik

Motion that we accept the alcohol applicants as listed.

Voice Vote: All Ayes MOTION CARRIED

d. Discussion and Possible Action on City of Gillett Tobacco License

-The following establishments have applied for Tobacco License renewals from the City of Gillett for the period of July 1, 2018 through June 30, 2019. Said renewals will be presented to the City Council on June 7, 2018 for possible approval/denial.

Patø Market Inc. d/b/a Patø Market; Agent-Dayton Borneman, 117 N McKenzie Ave, Gillett, WI 54124

Spirits of Gillett LLC; Agent-Vicky Pemrich, 145 N McKenzie Ave, Gillett, WI 54124

Family Dollar Stores of Wisconsin, Inc. #29424, 109 N McKenzie Ave, Gillett, WI 5412

Thomas Fullerton d/b/a Fullertonø Bar, 109 N Lake Ave, Gillett, WI 54124

-The following establishments have applied for Tobacco License Original from the City of Gillett for the period of July 1, 2018 through June 30, 2019. Said original license will be presented to the City Council on June 7, 2018 for possible approval/denial.

Riiser Fuels, LLC. d/b/a R-Store #19; Agent-Amber Zubricky, 200 N McKenzie Ave, Gillett, WI 54124

Sleepy Hollow Motel & Resort LLC d/b/a Sleepy Hollow Wildfire Trails; Agent-Laurie Wold, 5 State Hwy 22 E, Gillett, WI 54124

MOTION: Stroik/Hubbard

Motion to approve item D.

Voice Vote: All Ayes MOTION CARRIED

12. **Board of Public Works Committee Report:** Alderperson Stroik

a. Discussion and Possible Action on Scotts Construction for Seal Coating Roads

MOTION: Drake/Hubbard

Motion to approve chip seal surfacing for cost of approximately \$21,000.

Roll Call Vote: All Ayes MOTION CARRIED

b. Discussion and Possible Action on Crack Filling Services

MOTION: Drake/McCarthy

Motion to approve crack filling not to exceed \$7,000.

Roll Call Vote: All Ayes MOTION CARRIED

**** MOTION: Drake/McCarthy****

Motion to approve chip sealing for recycle center for cost of \$3,050.

Roll Call Vote: All Ayes MOTION CARRIED

c. Discussion and Possible Action on Tri-Star Builders repairing canopy at Fire Station

MOTION: McCarthy/Drake

Motion that we have Tri-Star Builders repair the fire department canopy for the amount of \$1,255.

Roll Call Vote: All Ayes MOTION CARRIED

13. **Utility Committee Report:** Alderperson Drake-

a. Discussion and Possible Action on CMAR

MOTION: Stroik/Hubbard

Motion to accept the report on the CMAR.

Voice Vote: All Ayes MOTION CARRIED

b. Discussion and Possible Action on CMAR Resolution

MOTION: Stroik/Hubbard

Motion to approve Resolution 8-2018.

Voice Vote: All Ayes MOTION CARRIED

Utility Operator Ron Anderson reported that water service leak at 202 W Main. Construction will be starting next week. The GIS map is complete and will be updating map as department goes along. Working on facilities to clean up and will be in contact with DNR regarding grant funding for wastewater treatment plant improvement.

14. **Finance and Personnel Committee Report:** Alderperson Mohr excused so Clerk presented resolution.
 - a. Discussion and Possible Action on Presale Report and Application Resolution
MOTION: Drake/Stroik
Motion that we approve Resolution 9-2018.
Roll Call Vote: All Ayes **MOTION CARRIED**
15. **Park and Cemetery Committee Report:** Alderperson Hubbard
 - a. Discussion and Possible Action on Civic Club fence and gate ó no action needed, fence and gate are installed.
16. **Planning Committee Report:** Alderperson McCarthy
 - a. Discussion and Possible Action on lowering price of lot 15 in Ridgewood Heights
MOTION: Stroik/Hubbard
Motion to lower price of lot 15 to \$6,000.
Roll Call Vote: All Ayes; Drake nay **MOTION CARRIED**
Alderperson McCarthy reported that realtor is not getting any interest in the lots and suggested lowering the price of the lots to get individuals interested.
17. **Clerk Treasurer's Report:** Clerk reported that the 2017 annual audit is completed and the 2017 recycling grant was submitted and we were awarded \$4,837.22.
 - a. Discussion and Possible Action on approving Town of Doty and Town of Townsend to join our Joint Municipal Court
MOTION: Drake/Stroik
Motion that we accept Town of Doty and Town of Townsend into our Joint Municipal Court.
Voice Vote: All Ayes **MOTION CARRIED**
 - b. Discussion on Arbor Day June 14, 2018 for the City of Gillett ó Clerk reported that City of Gillett was awarded Tree City USA in 2017 and this will be presented at our Arbor Day event that will be in Zippel Park on Thursday, June 14, 2018. There are only 2 Cities in Oconto County that were awarded this and Gillett is one. There are not many cities in Wisconsin with this achievement.
18. **Attorneys Report:** Attorney Sloma reported she will be attending the Municipal Attorney seminar that is coming up.
19. **Mayor's Report:** Mayor Beaton reported that he has met with all department heads; met with fire department, visited all water and sewer facilities, visited all public works facilities and saw all roads & equipment. He welcomed new police officer. Mayor joined via phone the last Mayor's Youth Advisory meeting and suggested that they be in charge of live streaming the council meetings. Mayor also recently met with building inspector and with help of Josh McCarthy reviewed a list of properties that the building inspector has sent letters to with repairs to be made.
20. Adjournment at 7:00 PM.
MOTION: McCarthy/Drake
Motion to adjourn.
Voice Vote: All Ayes - **MOTION CARRIED**

Respectfully Submitted,
Kim Gruetzmacher, Clerk Treasurer