

**CITY OF GILLETT**  
**UTILITY & PUBLIC WORKS COMMITTEE MEETING**  
**Council Chambers – Municipal Building**  
**150 N McKenzie Ave – Gillett, WI 54124**  
**WEDNESDAY, APRIL 4, 2018 4:30 PM**  
**MINUTES**

**Chairperson Drake** called the meeting to order at 4:30 PM.

**Roll Call**

**Present:**

Alderpersons Mark Sparks and Irene Drake  
Aldersperson and Acting Mayor Nanette Mohr, Aldersperson Marie Blaser, Deputy Clerk Treasurer Chelsea Henkel, Public Works Foreman Shane Rank, Utility Operator Ron Anderson, Lynch Engineer Sarah Nunn, Public Members Louie Danielson and Ruth Spang. Excused William Pecha.

**Open Meeting Law has been complied with.**

**PUBLIC INPUT:** None

**DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE FOLLOWING:**

1. Discussion and possible action on approval of minutes from January 2, 2018.

**MOTION: Mohr/Sparks**

*Motion to approve the minutes from January 2, 2018 with correction of spelling mistake.*

**Voice Vote: All Ayes MOTION CARRIED**

2. Discussion and possible action on Rolling Hills Mobile Home Park forgiveness of sewer after water line break.

**MOTION: Spang/Danielson**

*Motion to approve forgiving the sewer charge and credit the Rolling Homes Hill Park for 315,000 gallons of sewer, credit of \$1,260.00, because of a water main break.*

**Voice Vote: All Ayes MOTION CARRIED**

3. Discussion and possible action on Road Construction Bids

**MOTION: Danielson/Spang**

*Motion to accept De Groot Inc. 's base bid of \$1,887,749.01 and alternate bid (First Street from Lake Street to Richmond Avenue) of \$287,742.97for 2018 Roadway Reconstruction.*

**Roll Call Vote: All Ayes MOTION CARRIED**

Discussion: Geotextile is \$13,248 (split 3 ways- Public Works/Water/Sewer) for soil stabilization.

Stump Removal \$636.30 Updated Total \$2,536,009.98.

**MOTION: Sparks/Danielson**

*Motion to accept supplemental prices of "2S" Geotextile Soil Stabilization and "3S" Stump Removal from Bid Tabulation page 5.*

**Roll Call Vote: All Ayes MOTION CARRIED**

4. Discussion and possible action on Road Construction Projects of First Street, Birch Avenue, and Richmond Avenue

There is a 5% contingency in the base bid and alternate bid. (about \$108,700)

**MOTION: Drake\Mohr**

*Motion to allow change orders to be signed by Utility Operator Ron Anderson and Public Works Foreman Shane Rank up to the 5% contingency amount on the base bid and alternate bid.*

**Roll Call Vote: All Ayes MOTION CARRIED**

Discussion on dates for preconstruction meeting at city hall- May 10, 2018 at 10:00 AM.

Public meeting will be held in the auditorium on May 10, 2018 at 7:00 PM.

**MOTION: Sparks\Mohr**

*Motion to approve interim financing through Peshtigo National Bank for the Water Project and the Sewer Project at 3.75%, two separate loans of \$1,500,000 water and 840,000 sewer.*

**Voice Vote: All Ayes MOTION CARRIED**

**MOTION: Sparks\Mohr**

*Motion to approve signing authority and approving authority to Utility Operator Ron Anderson for any Utility related construction paperwork and contracts.*

**Voice Vote: All Ayes MOTION CARRIED**

**MOTION: Drake\Mohr**

*Motion to approve signing authority and approving authority to Public Works Foreman Shane Rank for any Public Works related construction paperwork and contracts.*

**Voice Vote: All Ayes MOTION CARRIED**

Discussion with Sarah Nunn about contacting the post office for First Street alternate mail route. City will meet with Baumgartner after bid approval to discuss cost of a sidewalk on the property. City needs easements signed by We Energies on Railroad Street and Richmond, Attorney will handle easement.

**MOTION: Sparks\Mohr**

*Motion to send 30 day notice letter to owner at 136 S Birch Avenue, Gillett, WI 54124 to remove the stump that is causing damage to the curb/gutter/road or the city will remove it bill the owner for \$437.00.*

**Voice Vote: All Ayes MOTION CARRIED**

5. Set Next Meeting Date: To Be Determined

6. Adjournment at 6:10 PM.

**MOTION: Sparks/Mohr**

*Motion to adjourn.*

**Voice Vote: All Ayes MOTION CARRIED**

Respectfully Submitted by  
Chelsea Henkel, Deputy Clerk Treasurer