

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
COUNCIL CHAMBERS
150 N McKenzie Ave., Gillett, WI
MINUTES
Thursday, August 2, 2018 at 6:00 PM

1. **Mayor Beaton called the meeting to order at 7:35 PM and the Pledge of Allegiance was recited.**

Roll Call

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

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Mayor Beaton thanked everyone for their patience for the delay in the start of the meeting. Attorney Sloma explained why the attorney fees on the budget seemed skewed due to the USDA fees and that these expenses would be reimbursed back to the city.
4. Discussion & possible action on minutes for July 5 and July 9, 2018.

MOTION: Drake/Mohr

Motion to approve minutes from July 5 and July 9, 2018.

Voice Vote: All Ayes - **MOTION CARRIED**

5. **CDA Report:** Alderperson Mohr reported that the campground is doing great. She thanked Ron and Shane along with their departments for all of their assistance. The campground is almost fully reserved for the Oconto County Fair. The Mayor reported that the CDA recently had an engineering firm come in to discuss our TIF/TID districts and have some ideas for growth. This week the Mayor and alderpersons McCarthy & Drake went to Seneca and met with them explaining these growth options. The Mayor also reported that Seneca will be hosting Mike Gallagher who is coming to tour the business on August 13th and City Council is formally invited to attend. Next CDA meeting is August 15th at 6:00 pm and MSA will be coming back to discuss.
6. **Library Report:** Alderperson Mohr óWritten report
Alderperson Mohr reported that the summer reading programs auction will be tomorrow with Jeff Bahrke coming to auction off the great donations that were received. There are 70 children enrolled. Farmerø Market continues on Thursdays from 4pm-6pm. On August 9th, Scott Winkler will be at the library for a book signing. On August 16th there will be music at the Farmerø Market.
7. **Tourism & Marketing Commission Report:** Jake Steldt was absentó no report.
8. **Financial Report:** Kim Gruetzmacher
 - a. Updated Monthly Check Register Provided
MOTION: McCarthy/Drake
Motion to accept treasury report.
Voice Vote: All Ayes - **MOTION CARRIED**
9. **Police Department Report:** Police Chief Keplinger was excused.
 - a. Discussion on Incident Summary Report ó Incident report was provided for the month.
 - b. Discussion on Training and Public Relations- Mayor reported that the big event for the previous month was the concert in the park that went well. There were less people that anticipated. Chief Keplinger's written report for the month also explained that the department assisted with summer school and did a presentation on pedestrian and bicycle safety. Chief Keplinger and Officer Schneider will be attending instructor training in September. In July, Chief and Officer Hull attended stop the bleed training and are now certified to instruct the course.
10. **Fire Department Report:** Fire Chief Hicks
 - a. Discussion on Training, Public Relations, and Incident Summary Report ó
Fire Chief Hicks reported on July 6 they responded to a call for house fire at 310 Pulcifer Avenue, July 18 responded to alarms at New View, which was a false alarm, and July 28 responded to a lift assist at Woodlands

Nursing Home. Their upcoming trainings include water movement at Underhill next Tuesday. The annual corn roast is coming up on Friday, August 10th. Past events included the department tending bar during the 4th of July, assisting with the lighting of the fireworks, and assisted the City Police Department with the concert in the park for crowd control. Chief reported that they updated exterior lights in the parking lot and the overhang on the building entrance is 80-90% complete. The ladder truck had the right lift ram replaced this past month, and while truck was getting fixed they found that the left side was not repaired correctly so that has been corrected as well. Chief stated truck lift rams should be good for 7-8 years now. Chief also thanked the City Police Department for their assistance with the house fire in July. Chief Keplinger assisted Chief Hicks the following day with the fire marshals, and Chief Hicks greatly appreciated all of the assistance.

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

a. Discussion and Possible action on Operators License Ann Henricks

MOTION: Drake/Mohr

Motion to approve Operators License for Ann Henricks.

Voice Vote: All Ayes MOTION CARRIED

b. Discussion and Possible Action on Joint Municipal Court Contract ó leave lay

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

a. Discussion and Possible Action on approval of construction bills and pay requests

MOTION: Drake/Blaser

Motion that we approve \$114,018 for public works construction project.

Roll Call Vote: All Ayes MOTION CARRIED

b. Discussion and Possible Action on Curb Repair on East Main Street

MOTION: Mohr/Drake

Motion to approve Fischer Concrete with cost of \$5,400 with the \$3,900 being paid out of 2018 budget and \$1,500 will be invoiced after the 1st of the year out of the 2019 budget to repair broken curb at first and second hundred blocks of Main Street.

Roll Call Vote: All Ayes MOTION CARRIED

c. Discussion and Possible Action on purchasing R2 Unit for GIS

MOTION: Drake/Mohr

Motion that we purchase the R2 unit not to exceed \$3,500 for public works.

Roll Call Vote: All Ayes MOTION CARRIED

Purchase of the R2 unit will be split between utility department and public works department since each department will benefit from this purchase.

Public Works Foreman Shane Rank reported that the seal coaters are coming next week to patch the roads in the City. The department is getting the parks ready for the fair. The road construction is moving along pretty good. There will be road base gravel grade on Richmond prior to the start of the fair for easy access to the campground and park.

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

a. Discussion and Possible Action on approval of construction bills and pay requests

MOTION: Stroik/Blaser

Motion to approve the construction bill pay request for utility.

Roll Call Vote: All Ayes MOTION CARRIED

Invoice was for \$51,962.94 for water and \$2,824.09 for sewer. There was more water line that was laid than current sewer line. Next invoice will have the sewer line invoiced.

b. Discussion and Possible Action on purchasing R2 Unit for GIS

MOTION: Stroik/Hubbard

Motion to accept purchase of R2 unit for utility for their half not to exceed \$3,500.

Roll Call Vote: All Ayes MOTION CARRIED

Purchase of the R2 unit will be split between utility department and public works department since each department will benefit from this purchase.

Utility Operator Ron Anderson reported that the construction is approximately 20 feet short of reaching Main Street for water and approximately 35 feet short of reaching Main Street for sewer. If everything tests out good will have people back on regular water soon. The intersection of Main/Richmond will be shut down next week since there is a lot of work that needs to be completed. The utility department is currently working on putting together a public week for people of the City to come and tour the pump houses and see how things work. Ron is also working with Serenity Gardens to provide the residents a tour. Ron received an e-mail from the DNR stating that they will be coming soon to complete the sanitary survey which is basically an inspection/audit on the water side of the utility.

14. **Finance and Personnel Committee Report:** Alderperson Mohr ó no report

15. **Park and Cemetery Committee Report:** Alderperson Hubbard

- a. Discussion and Possible Action on use of all bleachers in park system for use of Oconto County Fair from Saturday, August 11, 2018 through the conclusion of the fair

MOTION: Drake/Mohr

Motion that we approve Oconto County Youth Fair to use all bleachers in park system from Saturday, August 11, 2018 through the conclusion of the fair.

Voice Vote: All Ayes MOTION CARRIED

16. **Planning Committee Report:** Alderperson McCarthy ó no report

17. **Clerk Treasurer's Report:** Clerk reported that she and deputy clerk attended the UWGB Clerk-Treasurer Institute the week of July 16th which Deputy Clerk Treasurer Chelsea Henkel graduated this year. Kim will be attending WMCA convention the end of August and received a full scholarship to pay for the attendance.

18. **Attorneys Report:** Attorney Sloma - no report

19. **Mayor's Report:** Mayor Beaton reported that when he assumed this role he approached things a lot different than prior Mayors. He really wants to work with everyone serving the employees, the taxpayers and himself the best way that he can. He wants to move the City forward, and it is not his intention to cause discomfort. He stated the next time we convene it is for the betterment of the City.

20. Adjournment at 8:14 PM.

MOTION: Drake/Stroik

Motion to adjourn.

Voice Vote: All Ayes - MOTION CARRIED

Respectfully Submitted,
Kim Gruetzmacher, Clerk Treasurer