

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
COUNCIL CHAMBERS
150 N McKenzie Ave., Gillett, WI
MINUTES

Thursday, November 1, 2018 at 6:00 PM

1. **Mayor Beaton 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, Sandra Hubbard, Nanette Mohr, Marie Blaser, Utility Operator Ron Anderson, Attorney Katherine Sloma, Police Chief Jess Keplinger, Fire Chief Kurt Hicks, Public Works Foreman Shane Rank, and Clerk Treasurer Kim Gruetzmacher. Public Norm Finnell, and Times Herald Editor Warren Bluhm. Alderperson Matthew Stroik was excused. Jake Steldt was absent.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**

3. **PUBLIC INPUT:** None

4. Discussion & possible action on minutes for October 4, 2018.

MOTION: Mohr/Drake

Motion to approve minutes for October 4, 2018 as printed.

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

5. **CDA Report:** Alderperson Mohr reported that the water and electric were turned off at the campground and as of 3pm today the campground is closed. There is one seasonal site that is storing their camper in the campground for the winter. Mohr thanked the public works department and the utility department for taking care of the campground during the summer and for winterizing.
6. **Library Report:** Alderperson Mohr óWritten report
Alderperson Mohr reported that the annual library haunted house went really well. They estimated they had around 400 people that went through. The staff and volunteers are currently working on taking everything down from the event. The high school building trades class is working outside on the pergola which is coming along good. The childrenø librarian is doing great.
7. **Tourism & Marketing Commission Report:** Jake Steldt was absentó no report.
8. **Financial Report:** Kim Gruetzmacher
 - a. Updated Monthly Check Register Provided
MOTION: McCarthy/Mohr
Motion to accept the check register.
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- Chief reported that for public relations the department visited with families and passed out candy for trick or treating, which was nice to see all of the families in the community out together. Next week Chief will be assisting The Rainbow House at the elementary school for the domestic abuse awareness that will be with the second grade classes. Chief reported that Officer Schneider attended evidence technician school this past week.
10. **Fire Department Report:** Fire Chief Hicks
 - a. Discussion on Training, Public Relations, and Incident Summary Report ó
Fire Chief Hicks reported they had a call October 10th which was a Mavis call. The department will be having Mayday calling and NFR reports training coming up. October 18th the department went to the Gillett Elementary School for fire prevention week and assisted with a mock fire drill at the elementary and high schools. Assistant Chief Kulba met with the administration of the schools the next day to discuss some accountability measures. On October 24th, the department hosted in house county Mavis training and the following evening Chief Hicks spoke at the Historical Societyø annual dinner event. On October 30th, Chief Hicks did a program at St. John Lutheran Church on fire evacuation, mass disasters, and stop the bleed. For Halloween the department took two fire trucks out for trick or treating and passed out candy.

11. **Health, Protection and License Committee Report:** Alderperson
 - a. Discussion and Possible action on Fire Department/ Fire Trucks
MOTION: McCarthy/Blaser
Motion to approve the purchase of the 1992 Seagrave 4-Door Rescue Pumper for the price of \$27,500 with trade in of the 1985 Ford 3D for \$4,000 for a total purchase price of \$23,500.
Roll Call Vote: All Ayes **MOTION CARRIED**
 - b. Discussion and Possible action on Fireworks Permit for Christmas in the Park
MOTION: Mohr/Drake
Motion to approve the fireworks permit for GBA for Christmas in the Park.
Voice Vote: All Ayes **MOTION CARRIED**
12. **Board of Public Works Committee Report:** Alderperson Stroik
 - a. Discussion and Possible Action on approval of construction bills and pay requests
MOTION: Drake/Mohr
Motion to approve pay request for \$114,142.67.
Roll Call Vote: All Ayes **MOTION CARRIED**
Mayor read a thank you card that was sent to the City from the Gillett Homecoming Committee thanking the City for the help with the bonfire. Public Works Foreman Shane Rank reported that all parks are shut down. The department is working on picking up leaves and getting snow equipment ready. The street lights on Main Street are fixed and the company thinks they went out due to the power surge. The lights may have a warranty so the company is checking into that.
13. **Utility Committee Report:** Alderperson Drake
 - a. Discussion and Possible Action on approval of construction bills and pay requests
MOTION: Mohr/Blaser
Motion to approve construction bills of \$170,539.63 for water and sewer.
Roll Call Vote: All Ayes **MOTION CARRIED**
 - b. Discussion and Possible Action on new utility computer ó leave lay
 - c. Discussion and Possible Action on meter reading software
MOTION: Mohr/Blaser
Motion to approve the software for \$6,000, tablet for \$1,000 and antenna for \$1,800 for meter reading.
Roll Call Vote: All Ayes **MOTION CARRIED**
 - d. Discussion and Possible Action on prescreen
MOTION: Mohr/Hubbard
Motion to approve purchasing the prescreen for \$157,300.
Roll Call Vote: All Ayes **MOTION CARRIED**
14. **Finance and Personnel Committee Report:** Alderperson Mohr
 - a. Discussion and possible action on boiler repair/issues
MOTION: Drake/Blaser
Motion to approve the boiler repairs.
Roll Call Vote: All Ayes **MOTION CARRIED**
Lisowe has already put in a new boiler system due to issues that all started with the power surge and this was an emergency repair of \$10,335.
 - b. Discussion and possible action on R&R Assessing Services 2019 & 2020 contract
MOTION: Drake/Hubbard
Motion to approve the R&R Assessing contract for \$8,820 for 2019 and 2020.
Roll Call Vote: All Ayes **MOTION CARRIED**
Alderperson Mohr reported that next budget meeting will be November 13th at 5:00 pm
15. **Park and Cemetery Committee Report:** Alderperson Hubbard
 - a. Discussion and possible action on results of poll taken for Trailhead Location Site 1/Site 2
MOTION: Drake/Blaser
Motion to approve Site #1 for the trailhead.
Voice Vote: All Ayes **MOTION CARRIED**
The Facebook poll and postcard poll resulted in 261 total votes with 79% for Site #1 and 21% for Site #2.

16. **Planning Committee Report:** Alderperson McCarthy
- a. Discussion and Possible Action on resolution approving project plan amendment #2 to Tax incremental finance district NO. 3
MOTION: Drake/Blaser
Motion to approve Resolution 14-2018.
Voice Vote: All Ayes **MOTION CARRIED**
 - b. Discussion and Possible Action on raze order for 212 E Main Street
MOTION: Hubbard/Blaser
Motion to move forward with the raze order.
Voice Vote: All Ayes **MOTION CARRIED**
Alderperson McCarthy reported that Jason Fowler is still the owner of record and he possibly is in the process of selling the building to someone else. City Attorney stated next step would be to get a special assessment warrant unless building inspector can inspect from the sidewalk and state that the repairs are greater than 50% of the assessed value. McCarthy to follow up with Duff Leaver to see who can do inspection as well as Coffey Construction who has completed inspections for the City in the past.
17. **Clerk Treasurer's Report:** Clerk reported that the office is busy getting tax roll information together to send to the county as well as working on the budget. Election is this Tuesday!
18. **Attorneys Report:** Attorney Sloma - no report
19. **Mayor's Report:** Mayor Beaton reported that a truck show is being planned for this summer at Zippel Park. This should be a good event for the community.
20. Adjournment at 6:39 PM.
MOTION: Mohr/Blaser
Motion to adjourn.
Voice Vote: All Ayes - **MOTION CARRIED**

Respectfully Submitted,
Kim Gruetzmacher, Clerk Treasurer