

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

Thursday, December 6, 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, Sandra Hubbard, Nanette Mohr, Marie Blaser, and Matthew Stroik, Utility Operator Ron Anderson, Attorney Katherine Sloma, Police Chief Jess Keplinger, Fire Chief Kurt Hicks, Public Works Foreman Shane Rank, Clerk Treasurer Kim Gruetzmacher, Judge Doug Kurek, Jake Steldt, and Art Bahr from MSA. Public Times Herald Editor Warren Bluhm, and Kevin Smith. Josh McCarthy was excused.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Art Bahr from MSA updated council on current projects and that the TIF extensions were all filed and approved by the State of Wisconsin. Art will be in attendance at the next CDA meeting to review the TIF policy manual.
4. Discussion & possible action on minutes for November 1, 2018.
MOTION: Mohr/Drake
Motion to approve minutes from November 1, 2018 as printed.
Voice Vote: All Ayes - **MOTION CARRIED**
5. Discussion and possible action on Dark Store Loopholes 101 video ó leave lay will watch at next council meeting with all alderpersons are present.
6. **CDA Report:** Alderperson Mohr reported that there was no meeting held this past month and possibly none in December. Mohr thanked the public works department and the utility department for keeping everything great at the campground this past year.
7. **Library Report:** Alderperson Mohr óWritten report
Alderperson Mohr reported that the wreath hunt is in progress. Christmas in the park was successful. The high school building trades class is continuing to work on the pergola.
8. **Tourism & Marketing Commission Report:** Jake Steldt reported that 100% of the goals of the T&M project were accomplished. He also reported that he has teamed with Lakewood Chamber of Commerce & Pulaski Chamber of Commerce to share our information through their websites.
9. **Financial Report:** Kim Gruetzmacher
 - a. Updated Monthly Check Register Provided
MOTION: Drake/Mohr
Motion to approve the check register.
Roll Call Vote: All Ayes - **MOTION CARRIED**
10. **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 he helped with the Stepping on program for traffic/pedestrian safety. Currently the department is in the planning stages for the counteract program at the elementary school with the 5th grade teachers. Officers attended training this past month.
11. **Fire Department Report:** Fire Chief Hicks
 - a. Discussion on Training, Public Relations, and Incident Summary Report ó
Fire Chief Hicks reported they had a lift assist call and a call to the nursing home for a false alarm. This past month the department had CBA training with Underhill and they had 27 participants. In January, February, and March the department will be training with Underhill at a burn house that is located in Underhill where the departments will get on good hand training. The department recently had two members pass the certified training course at NWTC. Chief has the new fire truck available after the meeting tonight for anyone to come and see at the fire station. For public relations the Chief and the Mayor took the ladder truck out and put the lights on the trees for Christmas in the Park.

12. **Health, Protection and License Committee Report:** Alderperson
- a. Discussion and Possible action on Operator's License for Donald Swearingen
MOTION: Drake/Mohr
Motion to approve the Operator's License for Donald Swearingen.
Voice Vote: All Ayes **MOTION CARRIED**
 - b. Discussion and Possible on Operator's License for Dawn Moffat
MOTION: Mohr/Drake
Motion to approve the Operator's License for Dawn Moffat.
Voice Vote: All Ayes **MOTION CARRIED**
 - c. Discussion and Possible action on Police Department Service Fees
MOTION: Mohr/Hubbard
Motion to approve the police department fees as presented.
Roll Call Vote: All Ayes **MOTION CARRIED**
 - d. Discussion and Possible action on E-Cigarette/Tobacco/Nicotine Ordinance
MOTION: Drake/Hubbard
Motion to approve the E-Cigarette/Tobacco/Nicotine Ordinance as presented.
Voice Vote: All Ayes **MOTION CARRIED**
13. **Board of Public Works Committee Report:** Alderperson Stroik
- a. Discussion and Possible Action on approval of construction bills and pay requests: Pay request for \$186,043.62 for public works portion to DeGroot Construction and pay request for \$10,510.39 for public works portion to Ayres.
MOTION: Mohr/Blaser
Motion to approve \$186,043.62 for public works portion to DeGroot construction and pay request to Ayres \$10,510.39.
Roll Call Vote: All Ayes **MOTION CARRIED**
14. **Utility Committee Report:** Alderperson Drake
- a. Discussion and Possible Action on approval of construction bills and pay requests: Pay request to Ayres for construction management of \$5,937.89 for water portion, \$7,787.43 sewer portion, \$19,610.70 road portion, and pay request to DeGroot for \$188,314.09 water portion, and \$137,954.57 sewer.
MOTION: Mohr/Stroik
Motion to approve pay request to Ayres for construction management of \$5,937.89 for water, \$7,787.43 fir sewer, and \$19,610.70 for road portion; also pay request for DeGroot construction of \$188,314.09 for water and \$137,954.57 for sewer.
Roll Call Vote: All Ayes **MOTION CARRIED**
15. **Finance and Personnel Committee Report:** Alderperson Mohr
- a. Discussion and possible action on approval of 2019 Budget
MOTION: Stroik/Hubbard
Motion to approve the 2019 budget.
Roll Call Vote: All Ayes **MOTION CARRIED**
****MOTION: Drake/Hubbard****
Motion to dispense of the reading of Resolution 16-2018.
Voice Vote: All Ayes **MOTION CARRIED**
 - b. Discussion and possible action on Budget Resolution
MOTION: Stroik/Drake
Motion to approve Budget Resolution 16-2018.
Voice Vote: All Ayes **MOTION CARRIED**
16. **Park and Cemetery Committee Report:** Alderperson Hubbard reported that she is working on the quotes for the trailhead project.
17. **Planning Committee Report:** Alderperson McCarthy ó no report.

18. Clerk Treasurer's Report: Clerk

- a. Discussion & possible action on Mayor's election inspector appointments for a two year term: Carol Swim, Betty Bubolz, Theresa Nelson, Kevin Smith, Darlene Fleischmann, Pat Fisher, Autumn Covert, Jane Frederick, Leone Christensen, Chuck Mohr, Marlene Wozniak, and Marie Blaser.

MOTION: Drake/Stroik

Motion to approve above listed for election inspector appointment.

Voice Vote: All Ayes; Mohr & Blaser abstained **MOTION CARRIED**

Clerk reported that the preliminary audit will be on December 11, 2018 with the final audit to be held in February.

19. **Attorneys Report:** Attorney Sloma reported that the property on the triangle has sold and closed. Judgements that are owed to the City will be paid through the sale closing process.

20. **Mayor's Report:** Mayor Beaton reported that in September we parted ways with our current engineer firm, Lynch & Associates. We received a final bill from Lynch that we were not in agreement with and gave Lynch numerous opportunities to review/discuss the final bill. We've recently received a letter from the lawyer for Lynch & Associates and referred this to the City Attorney. The City Attorney is working on a response to the letter. The City of Gillett's Christmas party was held last week at Romy's in Kelly Lake. The Mayor would like to wish everyone a Merry Christmas.

21. Adjournment at 6:37 PM.

MOTION: Mohr/Blaser

Motion to adjourn.

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

Respectfully Submitted,
Kim Gruetzmacher, Clerk Treasurer