

CITY OF GILLETT COMMON COUNCIL  
NOTICE OF REGULAR MEETING  
COUNCIL CHAMBERS  
150 N McKenzie Ave., Gillett, WI  
MINUTES  
Thursday, July 11, 2019 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 Debbie Rudie, Marie Blaser, Josh McCarthy, Matthew Stroik, Nanette Mohr, Sandra Hubbard, Clerk Treasurer Kim Gruetzmacher, Fire Chief Kurt Hicks, Public Works Foreman Shane Rank, Officer Mason Wagner, Warren Bluhm Times Herald, and Public Wendy Vorpahl, Corrine and Mark Pethke. Police Chief Kevin Schneider, Utility Operator Ron Anderson, Attorney Katie Sloma, and Jake Steldt were excused.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Mark & Corrine Pethke of 147 N Wallace addressed the council with concerns of water drainage on and around their property. They have had no issues with drainage prior to 2014. They believe the Assisted Living building is obstructing the water flow. Mayor stated we will have our Engineers review the area.
4. Discussion & possible action on minutes for Common Council June 6, 2019
  - MOTION: Stroik/Blaser**  
*Motion to approve the minutes from June 6, 2019.*
  - Voice Vote:** All Ayes - **MOTION CARRIED**
5. **CDA Report:** Alderperson McCarthy reported that there was no meeting this past month and one is schedule for the 24<sup>th</sup>.
6. **Library Report:** Alderperson Rudie óWritten report  
Alderperson Rudie reported the downtown market is happening and they are hoping to get a few more vendors. The checkerboard project has been completed.
7. **Tourism & Marketing Commission Report:** Jake Steldt- excused, no Report.
8. **Financial Report:** Kim Gruetzmacher
  - a. Updated Monthly Check Register Provided
    - MOTION: McCarthy/Rudie**  
*Motion to approve the June check register as printed.*
    - Roll Call Vote:** All Ayes - **MOTION CARRIED**
9. **Police Department Report:** Police Chief Kevin Schneider was excused
  - a. Discussion on Incident Summary Report ó Officer Wagner provided the incident report.
  - b. Discussion on Training and Public Relations ó He also reported that there were no incidents during the 4<sup>th</sup> of July and all went well.
10. **Fire Department Report:** Chief Hicks
  - a. Discussion on Training, Public Relations, and Incident Summary Report ó Chief Hicks reported that they had three fire calls for the month, of which two were lift assists and the third was a gas leak at the road construction project. The department had ladder training the past week and for community relations they bartended at the truck show event and on July 3<sup>rd</sup>. The department received a grant for equipment from Capital Credit Union in the amount of \$8,559.
11. **Health, Protection and License Committee Report:** Alderperson Rudie
  - a. Discussion and Possible Action on St John's Catholic Church Picnic License
    - MOTION: Mohr/Blaser**  
*Motion to approve the St. John's Catholic Church Picnic License.*
    - Voice Vote:** All Ayes - **MOTION CARRIED**

- b. Discussion and Possible Action on an Operator License for Ann Henrichs and Roxanne Reed  
**MOTION: McCarthy/Mohr**  
*Motion to approve the Operator Licenses for Ann Henrichs and Roxanne Reed.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
  - c. Discussion and Possible Action on fire truck  
**MOTION: Rudie/McCarthy**  
*Motion to approve the purchase of the fire department utility truck not to exceed \$14,000.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
12. **Board of Public Works Committee Report:** Alderperson Stroik  
Public Works Foreman Shane Rank reported that the curb and gutter is being completed today and hoping next week will be the sidewalks. The department is getting ready for the fair and they have been sending out a lot of weed notices for uncut grass.
- a. Discussion and Possible Action on We Energies Substation Work Request at zero cost to the City  
**MOTION: Mohr/Hubbard**  
*Motion to approve the WE Energies Substation Work Request at zero cost to the City.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
  - b. Discussion and Possible Action on crack filling services for \$7,000  
**MOTION: Mohr/Hubbard**  
*Motion to approve the crack filling services for \$7,000.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
  - c. Discussion and Possible Action on Scott Construction for \$23,000 for seal coating Elm Ave, Mirro Ave, Washington Street, and East and West Park Street.  
**MOTION: Mohr/Rudie**  
*Motion to approve the chip sealing by Scott Construction for Elm Ave, Mirro Ave, Washington Street, and East and West Park Street at the cost of \$23,000.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
  - d. Discussion and Possible Action on Scott Construction seal coat of recycling center for \$2,700  
**MOTION: Mohr/Hubbard**  
*Motion to approve the seal coat of the recycling center by Scott Construction for the cost of \$2,700.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
  - e. Discussion and Possible Action on F19 Front Loader project and proposed RD funding  
**MOTION: Mohr/Hubbard**  
*Motion to apply for the USDA funding for F19 Front Loader project and prerequisite for the USDA.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
  - f. Discussion and Possible Action on pay request  
**MOTION: Mohr/Debbie**  
*Motion to approve pay request #6 in the amount of \$2,025.43.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
13. **Utility Committee Report:** Alderperson Mohr reported that Utility Operator hired a part-time employee, Ashley Strehlow.
- a. Discussion and Possible Action on pay request #6  
**MOTION: Stroik/Blaser**  
*Motion to approve pay request #6 in the amount of \$142,304.29 for water and \$119,084.90 for sewer for a total of \$261,389.19.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**

14. **Finance and Personnel Committee Report:** Alderperson McCarthy
- a. Discussion and Possible Action on Clerk's Office Summer Hours Memorial Day through Labor Day 8:00 a.m. to Noon.  
**MOTION: Hubbard/Rudie**  
*Motion to approve the Clerk's Office Summer Hours Memorial Day through Labor Day to be 8:00 a.m. till Noon on Fridays.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
15. **Park and Cemetery Committee Report:** Alderperson Hubbard
- a. Discussion and Possible Action on Trailhead Final Submittal  
**MOTION: Mohr/Stroik**  
*Motion to approve the Trailhead Final Submittal to Huffcutt.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
- Public Works Forman Rank reported that they had a bigger tree limb come down on the fence by the pulling track. He will be working on getting a quote to take the tree down. He also reported that some employees from Seneca are leaving a mess in the park and that Chief Schneider spoke with them so hopefully it will get better now.
16. **Planning Committee Report:** Alderperson Blaser
- a. Discussion and Possible action on building permit for 300 N McKenzie Accessory Building  
**MOTION: Stroik/McCarthy**  
*Motion to approve the building permit for 300 N McKenzie for the Accessory Building.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
  - b. Committee may go into closed session to discuss matters 19.85(1)e Wis. Stats. for the purpose of deliberating or negotiating the purchase of public properties.  
**MOTION: McCarthy/Stroik**  
*Motion to go into closed session to discuss matters pursuant to 19.85(1)e Wis. Stats. for the purpose of deliberating or negotiating the purchase of public properties to include council, Mayor, and clerk-treasurer.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**  
Went into closed session at 6:42 pm.
  - c. Committee will return to open session and may take action on matters discussed in closed session. 6  
Returned to open session at 7:02 pm.
  - d. Discussion and Possible action on Selling Ridgewood Lot 1 6 Offer was rescinded, no action taken.
17. **Clerk Treasurer's Report:** Clerk reported her and deputy will be at the UWGB Clerk Treasurer Institute all next week, and that we are gearing up for the budget process.
18. **Attorneys Report:** Attorney Sloma was excused, no report.
19. **Mayor's Report:** Mayor Beaton reported that on July 3<sup>rd</sup> he met with Duff Leaver, the building inspector, and checked on the prior year properties that were issued letters. They also added a couple more properties to the deficiency list and Duff will be sending them letters.
20. Adjournment at 7:05 PM.  
**MOTION: Mohr/Stroik**  
*Motion to adjourn.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**

Respectfully Submitted,  
Kim Gruetzmacher, Clerk Treasurer