

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

**Thursday, November 7, 2019 at 6:00 PM**

1. **Council President Mohr called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.**

**Roll Call**

**Present:** Alderpersons Debbie Rudie, Marie Blaser, Matthew Stroik, Nanette Mohr, Sandra Hubbard, Clerk Treasurer Kim Gruetzmacher, Police Chief Kevin Schneider, Fire Chief Kurt Hicks, Utility Operator Ron Anderson, Public Works Foreman Shane Rank, Attorney Katie Sloma, and Public Warren Bluhm, Times Herald Editor, Megan Martinez, Laura Drennan, Leone Christensen, and Jonathan Carlson. Interim Mayor Josh McCarthy and Jake Steldt were excused.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Laura Drennan (owner of 212 E Main Street) informed Council that she is planning on doing construction to her building in spring 2020. She was encouraged to come to the Planning Committee meeting on Monday, November 18, 2019 to speak with the committee. Jonathan Carlson addressed Council wanting to speak on what happened to the former Mayor. Jonathan asked questions and Council responded with facts that occurred. Attorney Sloma advised that it was an operation of law.
4. Discussion & possible action on minutes for October 3, 2019 and October 7, 2019  
**MOTION: Blaser/Rudie**  
*Motion to approve the minutes from October 3 and October 7, 2019 as printed.*  
**Voice Vote: All Ayes - MOTION CARRIED**
5. **CDA Report:** Interim Mayor McCarthy was excused. Alderperson Mohr reported that the water is turned off and Ron & Shane have winterized the campground. The campground had a great year with 7 seasonal rentals this year.
6. **Library Report:** Alderperson Rudie óWritten report  
Alderperson Rudie reported that the library had a great haunted house and there were approximately 266 people who attended. Part-time employee gave her notice last night; Kay will be posting the job opening tomorrow. The landscaping project is completed and there is grant money left over. The library is also working on plans for the ice skating rink this winter.
7. **Tourism & Marketing Commission Report:** Jake Steldt was excused, no report.
8. **Financial Report:** Kim Gruetzmacher ó Leave Lay; internet was down and clerk's office was unable to print report from the software.
9. **Police Department Report:** Police Chief Schneider
  - a. Discussion on Incident Summary Report óprovided the incident report.
  - b. Discussion on Training and Public Relations ó Chief reported that the department hosted domestic abuse training provided by the Rainbow House for area law enforcement agencies. The department handed out candy for trick or treating on Halloween. Chief also reported that the department had tours with the Day Care and Cub Scouts this past month.

**10. Fire Department Report: Chief Hicks**

- a. Discussion on Training, Public Relations, and Incident Summary Report ó Chief Hicks reported they had MABAS calls on October 25 and November 5. The department handed out candy for trick or treat with one of the trucks. New View came and toured the fire department and they had a presentation. Department had their driver operators class and all passed. Hose pump testing is almost complete, and the department is almost done with all the testing for the year.

**11. Health, Protection and License Committee Report: Alderperson Rudie**

- a. Discussion and Possible Action on Christmas in the Park Fireworks Permit December 7, 2019

**MOTION: Stroik/Hubbard**

*Motion to approve the Christmas in the Park Fireworks Permit on December 7, 2019.*

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

- b. Discussion and Possible Action on Class B Retail License for GPM Southeast DBA RStore #4485

**MOTION: Rudie/Hubbard**

*Motion to approve the Class B Retail License for GPM Southeast DBA RStore #4485.*

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

- c. Discussion and Possible Action on Cigarette and Tobacco Retail License for GPM Southeast DBA RStore #4485

**MOTION: Stroik/Blaser**

*Motion to approve the Cigarette and Tobacco Retail License for GPM Southeast DBA RStore #4485.*

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

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

- a. Discussion and Possible Action on Pay Request #8 ó no action; approved prior month.  
Public Works Foreman Rank reported retaining wall on First/Richmond is complete. There will be a couple more weeks of leaf pick up unless it snows. The department is waiting for quotes on a pay loader and will be addressed at the next committee meeting on November 18<sup>th</sup>.

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

- a. Discussion and Possible Action on Pay Request #8 - no action; approved prior month.  
Utility Operator Anderson reported flushing went well. Ashley took her water test yesterday so will know in a couple weeks if she has her water license. The department is getting ready for winter.

**14. Finance and Personnel Committee Report: Alderperson McCarthy**

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

- a. Discussion and Possible Action on Employee Handbook Clerk's Office Hours

**MOTION: Stroik/Blaser**

*Motion to approve employee handbook clerk's office hours to be Monday – Thursday 8am – 4pm and Friday 8am – Noon.*

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

- b. Discussion and Possible Action on raising fire inspection fee from \$15 to \$20

**MOTION: Rudie/Hubbard**

*Motion to approve raising fire inspection fee from \$15 to \$20 per inspection starting January 1, 2020.*

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

- c. Discussion and Possible Action on purchase of election equipment

**MOTION: Rudie/Hubbard**

*Motion to approve purchase of new election equipment for \$8,000 with a \$2,000 grant from Oconto County to finance the remaining \$6,000 at \$2,000 a year for 3 years at 0% interest.*

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

- d. Discussion and Possible Action on Police Union Contract  
**MOTION: Hubbard/Rudie**  
*Motion to approve the Collective Bargaining Agreement for 2020 -2021 for the Gillett Police Department.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
- e. Discussion and Possible Action on League of Municipalities Annual Insurance Renewal  
**MOTION: Hubbard/Stroik**  
*Motion to approve the annual insurance renewal with League of Municipalities for \$50,689.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
- f. Discussion and Possible Action on purchase of Police Department Toughbook with Horrick Police Department Savings Account funds.  
**MOTION: Stroik/Rudie**  
*Motion to approve police department Toughbook purchase with Horrick Police Department Savings account funds.*  
**Roll Call Vote:** All Ayes - **MOTION CARRIED**
16. **Park and Cemetery Committee Report:** Alderperson Hubbard reported no new report. Public works foreman Rank reported that the parks are all closed for the season. Trailhead is all complete except for the landscaping; the parking lot is all complete.
17. **Planning Committee Report:** Alderperson Blaser stated nothing new to report. The committee's next meeting will be on November 18<sup>th</sup>.
18. **Clerk Treasurer's Report:** Clerk reported she and deputy clerk are working with finance committee on the annual budget and getting ready for the pre-audit in December.
19. **Attorneys Report:** Attorney Sloma stated no new report.
20. **Mayor's Report:** Interim Mayor McCarthy was excused but wanted to report that he's working on the budget. He met with Carfair and they are doing great and looking to hire. His next month's plan is to meet with the school to get the Mayor's Youth Authority Board together. Alderperson Mohr reported that Dr. Steve & Irene Drake were attending the Oconto County Historical Society dinner this evening to accept the recognition plaque for the City of Gillett's 75<sup>th</sup> Anniversary.
21. Adjournment at 6:58 PM.  
**MOTION: Stroik/Blaser**  
*Motion to adjourn.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**

Respectfully Submitted,  
Kim Gruetzmacher, Clerk Treasurer