

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
COUNCIL CHAMBERS
150 N McKenzie Ave., Gillett, WI
MINUTES
Thursday, August 6, 2020 at 6:00 PM

1. **Mayor McCarthy called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited. Roll Call:**

Present: Alderpersons Marie Blaser, Nanette Mohr, Sandra Hubbard, Debbie Rudie, Matthew Stroik, Gary Spaulding, Mayor Josh McCarthy, Deputy Clerk Treasurer Chelsea Anderson, Utility Operator Ron Anderson, Fire Chief Kurt Hicks, Librarian Kim Meyers, Public present Shane and Julie Rank, Ron Lambrecht, Leone Christensen, and Engineer Craig Schuh from Ayres Associates. Jake Steldt was absent. Police Chief Kevin Schneider was excused.

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

2. **PUBLIC INPUT:** Ron Lambrecht would like to take this opportunity to say the City does not have a full time health inspector for the enforcement of the chicken ordinance that is on the agenda tonight. It was considered many years ago and it was not passed. He wants to know how it will be monitored. He said it is different for the town, but this is not the town, and to please consider that.
3. Discussion & possible action on minutes for June 4, 2020 and Special Council July 15, 2020

MOTION: Rudie/Hubbard

Motion to approve the minutes from June 4, 2020 and July 15, 2020.

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

4. **CDA Report:** Mayor McCarthy – No New Report
5. **Library Report:** Alderperson Rudie introduces Kim Meyers to Council again to talk about the library. She is still open with appointment only for those who would like to utilize the library due to only 2-3 people being allowed into the library at one time due to the size of the building and COVID-19. They are going through a software migration process and update, so they are taking the time to clean the library and go through old books. Staff is back to working normal hours and they will have an outside story time on Fridays. A Crane statute in honor of Jean Frank is done and looks beautiful in the garden area.
6. **Tourism & Marketing Commission Report:** No New Report.
7. **Financial Report:** Chelsea Anderson
 - a. Updated Monthly Check Register Provided**MOTION: Stroik/Mohr**

Motion to approve the check register for June and July 2020.

Roll Call Vote: All Ayes - **MOTION CARRIED**
8. **Police Department Report:** Police Chief Schneider
 - a. Discussion on Incident Summary Report –provided the incident report.
 - b. Discussion on Training and Public Relations – Mayor reported for Chief Schneider that we lost 2 part time officers so Officer Alexis Daw started and is doing very well, Eric Anderson will start next week as another part time officer as well and he has a vast amount of training already and will be a great addition to the force. Officer Hoeft will be attending field training in September to assist in training duties.
9. **Fire Department Report:** Chief Hicks reported 5 fire calls. Lift assist, car fire, MABAS missing person, list assist, and MABAS hay fire. 3 firefighters are starting their certification. They will also have training with drafting for taking water out of a river, instead of a hydrant. Hose testing this past Tuesday and next.

- a. Discussion on Training, Public Relations, and Incident Summary Report – The Corn Roast is cancelled but the tickets have been sold and will draw on the prize next Friday, the original date of the corn roast. A Golf Scramble event will replace the corn roast for a fundraiser this year because we can do it safely by social distancing. Chief Hicks said a big Thank You to city department for helping hook up a generator to the fire department building. The unit is fenced in and is set on a hard base. The Fire Department Roster is 26 in the department.

10. **Health, Protection and License Committee Report:** Alderperson Blaser

- a. Discussion and Possible Action On Operator License for Chuck Anzelone, Richard Owen, Kristy Stanelle, and Julie Schaal

MOTION: Stroik/Mohr

Motion to approve the Operator licenses as presented.

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

- b. Discussion and Possible Action On Original Alcohol License

Class B Fermented Malt Beverage & Class B Liquor

John Timm Johnny T's Bar and Deli DBA Margarita Mexican Restaurant at 100 N Lake Ave Gillett WI 54124

MOTION: Rudie/Mohr

Motion to approve Class B Fermented Malt Beverage & Class B Liquor to Margarita Mexican Restaurant.

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

- c. Discussion and Possible Action On Approving Chicken Ordinance

MOTION: Stroik/Spaulding

Motion to approve 16-6 Chicken Ordinance

Roll Call Vote: Stroik Aye – Mohr, Blaser, Spaulding, Rudie, Hubbard Nay **MOTION FAILS**

11. **Board of Public Works Committee Report:** Alderperson Stroik reported that the department foreman was changed and applications are due August 10, 2020 for the replacement. Utility Operator Ron Anderson is looking over the Public Works department and wrote a report stating that the play equipment was removed on Washington Street and weeds have been sprayed on Main Street. Kiosk is in by the Trailhead. See written report for construction updates. Stroik thanked Shane Rank for his service for the last 30 years.

- a. Discussion and Possible Action on State DOT Road Construction parking lanes on the sides of highway

MOTION: Rudie/Mohr

Motion to approve parking on both sides of the street, approximately 355 feet on east side and slightly less west side, in the range of \$11,000 to \$14,000 dollars per side.

Roll Call Vote: All voting aye. – **MOTION CARRIED**

- b. Discussion and Possible Action on selling lot to L&N

MOTION: Mohr/Blaser

Motion to proceed with the sale of our lot to L&N Metalwork's with a construction easement, L&N would not be able to build or plant on it, 60 feet sold for fair market value, and will need it surveyed.

Roll Call Vote: All voting aye. – **MOTION CARRIED**

- c. Discussion and Possible Action on approving Harters quote, two carts per unit for recycling and garbage, size 64 gallon, for a 5-year contract.

Leave Lay and bring back to committee meeting for further discussion.

12. **Utility Committee Report:** Alderperson Mohr reported we are working on the road construction projects. Utility Operator Anderson wrote a written report.

- a. Discussion and Possible Action on loan resolution #3-46 sewer original, water original, sewer COR (cost overrun), and water COR (cost overrun)

5-2020 A RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,749,000 WATER SYSTEM MORTGAGE REVENUE BONDS OF THE CITY OF GILLETT, OCONTO COUNTY, WISCONSIN, AND PROVIDING FOR THE PAYMENT OF THE BONDS AND OTHER DETAILS WITH RESPECT TO THE BONDS

MOTION: Rudie/Stroik

Motion to approve Resolution 5-2020.

Roll Call Vote: All Ayes - MOTION CARRIED

6-2020 A RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$938,000 SEWERAGE SYSTEM MORTGAGE REVENUE BONDS OF THE CITY OF GILLETT, OCONTO COUNTY, WISCONSIN, AND PROVIDING FOR THE PAYMENT OF THE BONDS AND OTHER DETAILS WITH RESPECT TO THE BONDS

MOTION: Rudie/Blaser

Motion to approve Resolution 6-2020

Roll Call Vote: All Ayes - MOTION CARRIED

- b. Discussion and Possible Action on removing the emergency declaration of health and safety on Forest Avenue

MOTION: Hubbard/Rudie

Motion remove the emergency declaration of health and safety on Forest Avenue

Voice Vote: All Ayes - MOTION CARRIED

13. **Finance and Personnel Committee Report:** Alderperson Hubbard reported that we have a meeting coming up to interview for the Deputy Clerk Treasurer position.

- a. Discussion and Possible Action on hiring Hanaway Ross Law Firm of Green Bay for our City Attorney

MOTION: Mohr/Spaulding

Motion to approve hiring Hanaway Ross Law Firm.

Roll Call Vote: All Ayes - MOTION CARRIED

- b. Discussion and Possible Action on Clerk-Treasurer's Resignation

MOTION: Rudie/Blaser

Motion to approve Kim Gruetzmacher's resignation August 11, 2020.

Roll Call Vote: All Ayes - MOTION CARRIED

- c. Discussion and possible on action on accepting Judge resignation and appointing Randy Winkler as Judge

MOTION: Mohr/Rudie

Motion to approve Randy G. Winker as Gillett Joint Municipal Court Judge as of August 6, 2020 and to accept the resignation for Honorable Douglas A. Kurek as of July 9, 2020.

Roll Call Vote: All Ayes MOTION CARRIED

- d. Discussion and possible on action on outsourcing accounting to Kerber Rose

MOTION: Rudie/Spaulding

Motion to retain Kerber Rose as our accounting firm for Treasurer duties.

Roll Call Vote: All Ayes - MOTION CARRIED

- e. Discussion and possible on action on hiring Chelsea Anderson for the Clerk Treasurer Position

MOTION: Stroik/Rudie

Motion to hire Chelsea Anderson as Clerk Treasurer as of August 11, 2020

Roll Call Vote: 5 Ayes -Mohr Abstains - MOTION CARRIED

- f. Discussion and possible on action on Adding 5% Administration Fees to Invoices

MOTION: Mohr/Stroik

Motion to approve adding a 5% administration fee to irregular billings.

Roll Call Vote: 5 Ayes, Spaulding Nay - MOTION CARRIED

g. Discussion and possible on action on city hall hours of Monday through Thursday 8:00am-4:00pm.

MOTION: Rudie/Mohr

Motion to close City Hall on Fridays for hours to be Monday-Thursday 8:00 am - 4:00 pm.

Roll Call Vote: 5 Ayes, Spaulding Nay - **MOTION CARRIED**

14. **Park and Cemetery Committee Report:** Utility Operator Ron Anderson reported that he will concrete in the kiosk and the benches and the trees have been planted and landscaping is started.

a. Discussion and Possible Action on increasing rate for James Kasten from \$600.00 to 650.00 for grave openings and 250.00 to 300.00 for cremations.

MOTION: Mohr/Hubbard

Motion to approve increasing the rate for gravedigger James Kasten from \$600.00 to \$650.00 for grave openings and \$250.00 to \$300.00 for cremations.

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

b. Discussion and Possible Action on raising grave openings and cremations on fee schedule, send to paper for publication

MOTION: Mohr/Hubbard

Motion to approve increasing the rates for cemetery fee schedule \$50 dollars for each.

Cost of Cemetery Grave Opening and Closing for Vault: \$700.00

Cost of Cemetery Grave Opening and Closing for Urn: \$350.00

City payment to gravedigger for burying vault: \$650.00

City payment to gravedigger for burying urn or infant vault: \$300.00

Roll Call Vote: All Voting Aye – **MOTION CARRIED**

15. **Planning Committee Report:** Alderperson Spaulding- Stated we had a meeting tonight to approve a fence permit at 157 Main Street and voted to add a 24-inch setback for maintenance of a fence to lot lines, it will be sent to council next meeting in September. They also voted to change the definition of swimming pool to clarify permanent and temporary.

16. **Clerk Treasurer's Report:** Clerk reported that August 11, 2020 is our Partisan Primary Election.

17. **Attorneys Report:** Hanaway Ross- No New Report.

18. **Mayor's Report:** Mayor McCarthy –Mayor wants to get started on next year's budget and asked everyone to begin looking at numbers, and is excited for Kerber Rose to get things sorted out for next year. He will meet with school board to discuss COVID-19 plans. Be safe in the odd times of COVID and travel safe.

19. Adjournment at 7:00 PM.

MOTION: Rudie/Stroik

Motion to adjourn.

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

Respectfully Submitted by
Deputy Clerk Treasurer Chelsea Anderson