

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
COUNCIL CHAMBERS
150 N McKenzie Ave., Gillett, WI
MINUTES
Thursday, January 3rd, 2021 at 6:00 PM

1. **Chair Stroik 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, Gary Spaulding, Matthew Stroik, Debbie Rudie, Deputy Clerk Tonni Larson, and Utility & Public Works Department Head Ron Anderson. Librarian Kim Meyers, Police Chief Kevin Schneider, and Fire Chief Kurt Hick. Mayor McCarthy was excused for work.
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 December 3rd, 2020.** Let it be noted that the date on the minutes was incorrect and would be corrected but the minutes were correct. Deputy Clerk will correct the document for record keeping.
MOTION: Rudie/Spaulding
Motion to approve the minutes from November 3rd, 2020.
Voice Vote: All Ayes - **MOTION CARRIED**
5. **CDA Report:** No Report
6. **Library Report:** Meyer reported that they are starting to let people in and have been providing some take home crafts. She has been meeting with system directors to discuss the changing environment for library services. She also noted that DPI, Dept. of Public Instruction, encourages the facilities to be open for access to computers. During COVID many residents may be looking for jobs and will need access to computers. Rudie commented that the courtyard looks very nice and she noted that there will not be ice skating this year also a result of COVID.
7. **Tourism & Marketing Commission Report:** No formal report but Rudie did ask that moving forward that the process for filing the positions of Tourism and Marketing be reviewed with the possibility of opening it up to the community. She feels we should make residents aware of the opportunity. Rudie did state that she discussed this with the Mayor and he agrees.
8. **Financial Report:** Deputy Clerk Tonni Larson
 - a. Monthly Check Register was provided to the council and is made a part of these minutes. Stroik reminded the group that in the coming months the council will be provided with a true income statement which will help everyone understand where the City is in comparison to budget each month. Check registers are not enough he noted. In addition, once Kerber Rose has the yearend financial data available, they will be on site to present the details of financial activity through 12.31.2020. This will be on-going with Kerber Rose at least a quarterly basis.
MOTION: Blaser/Spaulding
Motion to approve the checkbook register as presented.
Voice Vote: All Ayes - **MOTION CARRIED**
9. **Police Department Report:** Police Chief Schneider
 - a. Discussion on Incident Summary Report – Chief Schneider presented the group with the activity report which is attached the minutes. Schneider reports that the team is still working on enforcing off street parking during the snow season through the city. He stated that Officer Anderson started on January 1st and they now have every shift covered.
 - b. Discussion on Training and Public Relations – Chief Schneider said he would be sending Officer Anderson through field training in February. Rudie said she really likes what Schneider posts to facebook. She feels it builds relationships and image for the city. Schneider said that Officer

Breitenbach is the facebook guy so he should get the credit. Rudie wanted them to know it is appreciated.

10. Fire Department Report:

a. Discussion on Training, Public Relations, and Incident Summary Report – Chief Hicks highlighted the activity report which included 4 calls. He gave a brief detail of each. Hicks announced training for the year would include the burning of a house in rural Suring area. This would be a combined training with Underhill, Town of Gillett and Suring all working together. He explained the IM Responding for incoming calls and explained how it worked. He noted that it is very helpful for the dept. showing who is responding. The large screen TVs in the station will display the responders who checked in. The fire dept. has had some issues with COVID but nothing from the office. COVID issues are reported from the individuals in their personal lives.

Hicks recommended the council look at creating some clarity in the burning ordinance. Many gray areas in the current ordinance make it hard for his dept. or the PD to enforce anything when calls come in. Stroik says he will include Hicks and Schneider in the next HPL meeting to review and refine the ordinance. They will look at other municipalities burning ordinances for creating a stronger one for the city. Mohr asked Hicks to review the Codebook and noted that the council will be starting to work on the Codebook again after February 1st. Hicks requested that Tobacco be added to the list for review. Mainly chewing tobacco which is becoming a problem at the dept. Larson noted that the tobacco policy should be added to the employee handbook.

11. **Health, Protection and License Committee Report:** Alderperson Blaser asked that a meeting be setup for Thursday February 11 beginning at 5 pm. Items for this agenda will be the burning ordinance and tobacco. Rudie asked the deputy Clerk to print the current ordinances and put them in the mailboxes of council, committee members and to include Hicks and Schneider.
12. **Board of Public Works Committee Report:** Anderson provided a status and update on the new garbage cart program. All carts are delivered and were in use on this past Tuesday. This generated an excessive amount of calls to both the city hall and to public works. Anderson thinks it will settle down in a couple weeks. Stroik asked who will be policing the carts. (not allowing them to sit curb side etc) Anderson said he plans to go around the city to educate to start. Stroik commended Anderson and his team on a good job with the snow this year. Anderson noted that with the new equipment, they are able to cut snow time in half and they will become even more efficient as time goes on. Last, Anderson explained the spreadsheet he now has to inventory all carts. Inventory includes address and ID of each cart. The extra carts are included on the spreadsheet. He has provided extra copies of this spreadsheet throughout the organization and in different depts. for record keeping.
13. **Utility Committee Report:** Mohr did not have a report but asked about the well #2. Anderson is working on the problem on well 2 which may need repair if it cannot be resolved. This well is currently offline. Vendor will be in tomorrow. There as an issue with the electric heaters going out on well #4 but it is being taken care of.
14. **Finance and Personnel Committee Report:** Alderperson Hubbard had no report but noted that she will schedule a meeting when Kerber Rose is ready with the yearend financial documents.
15. **Park and Cemetery Committee Report:** Rudie requested to meet with Anderson and Larson to review the OBJ Property for clarity on the original agreement when the property was donated to the city. Depending on what happens with sports and COVID this year, a group of parents may wish to form a ball field organization. By reviewing the original agreement for requirements, who is responsible and who should maintain etc., we should have better idea of what we can allow or do with the property.
Anderson will review the budget for parks and cemetery and report back. He said his crew will soon be working on some tree cutting in the cemetery.

16. Planning Committee Report:

- a. Discussion and Possible Action on Ridgewood and campgrounds. Spaulding asked that the item be tabled for now based on the outcome of today's earlier meeting.

17. Clerk Treasurer's Report: None – Stroik and Rudie noted that Larson was doing a great job in the office and she was thanked by the group.

18. Attorneys Report: None

19. Mayor's Report: None

20. Adjournment at 7:10 PM.

MOTION: Spaulding/Blaser

Motion to adjourn.

Voice Vote: All Ayes - MOTION CARRIED

Respectfully Submitted by
Deputy Clerk - Tonni Larson