

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

**Thursday, December 3rd, 2020 at 6:00 PM**

1. **Mayor called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited. Roll Call:** Present: Mayor Josh McCarthy, Alderpersons Marie Blaser, Nanette Mohr, Sandra Hubbard, 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. Gary Spaulding was excused. Public - Jon Gildemeister and Craig Schuh of Ayres.
2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Gildemeister requested the consideration of the Council to list vacant and other properties located in the City. Such properties included vacant lots and the campground. Jon stated that he is with Match Realty of Green Bay and he would charge 4.5% commission on residential and 5% on commercial properties plus an admin fee of \$495 residential and \$995 for commercial. He provided information on the firm and left his card. Mayor McCarthy stated they would discuss.
4. Discussion & possible action on minutes for November 3rd, 2020.  
**MOTION: Rudie/Mohr**  
*Motion to approve the minutes from November 3rd, 2020.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
5. **CDA Report:** No Report
6. **Library Report:** Meyers felt things were going well. They now offer curb side pickup and fill about 7 -10 requests daily. They have found things to stay busy with reorganizing, moving things around making it easier for guests find things. They also put together fliers and most recent one for Christmas in the Park. Alderperson Rudie- Stated they are currently are staffed with two part-time and Kim Meyer being fulltime. Provided information on changes the library team had been working on and stated they had some good ideas. She thought things were moving in the right direction. She also noted that they have put measures in place for COVID safety for all. Will be doing more in the community when possible. Such things as Facebook and story time will be improved. Noted that the roof is done and comes with a 10 year warranty. There is funds left over that should take care of the vandalism that was done to the back of the property.
7. **Tourism & Marketing Commission Report:** Mayor McCarthy announced the appointment of Irene Drake and Jerry Luther to a two year term for Tourism and Marketing for the City of Gillett.
8. **Financial Report:** Deputy Clerk Tonni Larson
  - a. Monthly Check Register will be provided to the council but was not available at this meeting. Larson not have access to the register and was not able to gain access prior to the start of the meeting tonight.
9. **Police Department Report:** Police Chief Schneider
  - a. Discussion on Incident Summary Report – Chief Schneider presented the group with the activity report for the past reporting period and provided a handout. Noted that they are starting to remind residents of the parking restrictions in place for the winter months before the snow files. He stated that he has the Officers watching storage facilities closer as there has been issues in the past and wants his staff to keep the squads moving around the city to be visible which helps.
  - b. Discussion on Training and Public Relations – Chief Schneider announced training through NWTC that the Officers have been involved in which includes pistol and rifle certifications which took place in June.

For community interaction they have been to the Daycare and provided candy City wide for Trick or Treating on Halloween. All in an effort to better know the community. He noted that they have been present at as many local sporting events as possible.

10. **Fire Department Report:** Chief Hicks highlighted the activity report with some details and stated that it had been a somewhat busy past couple of months. He noted that he has had two firefighters with COVID and that he hopes to have a full business meeting this month to close out the year.
  - a. Discussion on Training, Public Relations, and Incident Summary Report – Chief Hicks updated attendees on the joint training with fellow depts. in the area. Hicks felt it was working well and that it seems to be beneficial for all. Most sessions are attended by about 15 area firefighters. He will continue to work in this direction and find areas of education and focus for future meetings. Update on the NDR Grant that will fund half of the high pressure sprayer that holds 125 gallons of water. \$5,800 or half of the cost was covered by the grant. Nice addition for the City. Rudie acknowledged the work the Chief has done with bringing depts. together for the benefit of all. She stated that this has not always been the case and she feels building relationships with others is valuable. She thanked Chief Hicks for all the efforts in accomplishing this goal. Chief Hicks finished by saying he hopes for the creation of a Fire District down the road will benefit all communities involved.
11. **Health, Protection and License Committee Report:** Alderperson Blaser  
**MOTION: Mohr/Stroik**  
*Motion to move forward with the Rural Development Grant for the Police Dept. new squad car. An amount up to \$50,000.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
12. **Board of Public Works Committee Report:**
  - a. Discussion and possible action on garbage service. Anderson provided a sample of the container that residents would be receiving in January. He noted that the committee decided on the school colors for of black with red lids for the containers. Anderson stated the second bid for purchase of the containers was higher and that we would be staying with the first bid presented at the Public Works Meeting on December 3<sup>rd</sup>. Total cost would be \$72,890 which included setup, delivery, ID log and imprinting. Cost will be paid for through the General Fund. Anderson reminder the group of the possibility of getting some funding back via a Recycling Grant that would be applied for in October of 2021 with expected payment in 2022. This would be for the recycling containers only.  
**MOTION: Rudie/Blaser**  
*Motion was to move forward with the purchase of containers and to sign the contract with GAD effective January 1<sup>st</sup>, 2021.*  
**Roll Call Vote:** 4 Ayes, 0 Nay, Mohr Abstained - **MOTION CARRIED**  
One question from a public attendee who asked about cost. Answered with the cost will be \$235 for 2021 versus \$165 if the stickers program was continued. Cost will be included on the property tax bill. Stroik pointed out the letter that was created and would be mailed to all property owners next week. Each attendees was provided a copy to review. Rudie stated that the letter was well written but she asked that we include the cost with a comparison to the stickers program noting the deficiency the City had been dealing with for as long as the past five years. The difference of stickers to containers was only \$70. Anderson noted that the cost would be reviewed annually to include cost needs in each annual budget. Stroik suggested that the garbage ordinance be reviewed and updated to reflect the differences of using containers versus stickers. He suggested looking at other municipality ordinances for support and ideas. Anderson noted that road construction was done for the season and that the crew would be back for touch up next string. He noted street sweeper was down and would be repaired soon. Also noted that they are ready for winter and Christmas lights are up.
13. **Utility Committee Report:** Alderperson Mohr - Construction is done. Anderson reported as follows; Pulled well #2 for maintenance and cleaning the reservoir. Removing old pipes. 95% complete. Water

tower was inspected this week with everything looking fine. Divers come next year. Cross connect going well and close to 80% done.

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

- a. Discussion and possible action on 2021 Budget – Stroik presented the 2021 budget line by line earlier during the Public Hearing.

**MOTION: Rudie/Blaser**

*Motion to approve the 2021 budget as presented contingent on the confirmation of the line item for debt service coverage. This will be confirmed with Kerber Rose who created the 2021 budget. Total budget for 2021 is \$1,384,069.*

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

- b. Discussion and possible action on hiring of the 2021 building inspector – We have an applicant interested in working as the new building inspector for 2021. Blaser asked that she be contacted to come in for an informal interview on December 17<sup>th</sup>. The applicant is Jane Meissner. In 2021 the arrangement will be to pay by the job versus retainer throughout the year. A finance meeting will be held on December 17<sup>th</sup> to follow the HPL for this interview.
- c. Approval of 2020 Election Invoices – City did not receive invoices from the county and this item will be tabled to January.

15. **Park and Cemetery Committee Report:** Alderperson Rudie noted the increase in cost for grave digging and lot purchases. Anderson added that in the future, the cemetery records will be part of a GIS system and mapped accordingly for convenience and efficiencies. This will include owners and dates and stones. All will be inventoried and mapped for the entire cemetery. Will discuss further in spring of 2021. The GIS APP was purchased for \$1,000. In addition Rudie reminded the group that the contract with the school was expiring on the sports complex. School would be contacted. Rudie also commented that when she last run for the office, she received several comments on the look of the City. Since then she is pleased to see the improvements and that everyone should be commended on their efforts in this direction for the residents of Gillett.

16. **Planning Committee Report:**

- a. Discussion and Possible Action on scale building – No report leave it lay

17. **Clerk Treasurer's Report:** None

18. **Attorneys Report:** None

19. **Mayor's Report:** Mayor McCarthy wished to thank everyone for their efforts this past year despite all the challenges. He feels the City has a good group of individuals who can discuss openly and move the City forward. This included all depts. To include; Fire, PD, City Office, Utility, Public Works and the Council. He also thanked everyone for taking care of business and City needs during Oct and Nov while he was on medical leave. Last McCarthy asked for the following motion.

**MOTION: Mohr/Hubbard**

*Motion to approve Irene Drake and Jerry Luther to a two year term for Tourism and Marketing for the City of Gillett.*

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

20. Adjournment at 7:13 PM.

**MOTION: Rudie/Blaser**

*Motion to adjourn.*

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

The Ayres representative was on site and presented the council with a small gift and stated that they appreciate the relationship and hope they can be of assistance on future projects. He noted they would be back in spring for finishing touches and that Anderson should call anytime we had an issue. He reminded the Council that there is a warranty on the grass planted and others areas such as the retention pond. The Council thanked him for the great job on the project.

Respectfully Submitted by Deputy Clerk - Tonni Larson

2/2/2021 1:44:28 PM