

CITY OF GILLETT COMMON COUNCIL

NOTICE OF REGULAR MEETING

Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124

THURSDAY, MAY 6, 2021 AT 6:00 PM

MINUTES

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

Roll Call

Present: Mayor Josh McCarthy, Alderpersons Nanette Mohr, Sandra Hubbard, Debbie Rudie, Gary Spaulding via phone, Clerk Treasurer Chelsea Anderson, Librarian Shannon Stoner, Police Chief Kevin Schneider, and Utility and Public Works Department Head Ron Anderson. Public Kevin Smith and Katie Daul, Ayres Engineer Trace Hubbard. Marie Blaser and Matt Stroik are excused.

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

2. **Public Input:** Dual asked if there were open vacancies on CDA, clerk responded two open seats.
3. Discussion and possible action on minutes for April 1 and 20, 2021

MOTION: Rudie/Hubbard

Motion to approve minutes from April 1 and 20, 2021

Voice Vote: All Voting Aye - **MOTION CARRIED**

4. **CDA Report:** No Report, No Meeting

5. **Library Report:** Alderperson Rudie – Librarian Shannon Stoner is our new librarian. She volunteered much of her time to learn the position. She has many great ideas and we are happy to have the library back open. Debbie Tennie is the new aid. Shannon stated she started her first full week last week and improved the website and is upping the social media engagement. They celebrated Cinco de Mayo by reading to the kids in Spanish and English; and also uploaded that to social media. They will begin virtual book clubs and are having a pet drive for the humane society. They have asked the VFW (Veterans of Foreign Wars of US) for relics from their service time for a display in the library to honor them for Memorial Day. They will resume reading at the daycare in future weeks. She stated she wrote 2021 goals for the library and will make 1, 5, and 10 year plan. They will have programs for families, teens, and kids. Book club, card group, game nights, offer more services for everyone are a few ideas that will be implemented. Would like to expand a book mobile, summer reading program, STEM (science, technology, engineering, and mathematics), and extracurricular activities . She will start a Collection audit, finding books and collections where we need more of: and asking if we are serving our community with our collections.

6. **Tourism & Marketing Commission** –No Report, No Meeting

7. **Financial Report:** Clerk Treasurer

- a. Updated Monthly Check Register Provided and Budget

MOTION: Mohr/Rudie

Motion to approve April 2021 Check Register.

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

8. **Police Department Report:** Police Chief Schneider

- a. Discussion on Incident Summary Report –Chief Schneider provided the incident report.
Discussion on Training and Public Relations- The Fire Department invited the Police Department on their training; it was outstanding and the department learned a lot about extraction from vehicles and accidents. There was a Chief/Sheriffs meeting and they discussed active shooter response and protocol throughout county, started they will be reviewing the procedure to make sure all is up to date. The city bought the Suring squad and it is now ready for patrol. Truck is up for sale on govdeals auction site until May 11. The city has also completed the application to purchase a new squad with a 50/50 grant from the USDA. Peterson Ford said the Explorer

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making factory is closed because they cannot get microchips, but the build sheet says it should be ready early August and will be released to us 2-3 weeks after. Chief thanked the street and utility for working together with all the projects throughout the city.

9. **Fire Department Report:** Chief Hicks
 - a. Discussion on Training, Public Relations, and Incident Summary Report- Chief Hicks stated there were 3 fire calls, brush, lift assist and a gas leak.
Public Awareness- He stated they had training with Suring and Underhill at the burn house where they practiced Advanced Training in Search and Rescue, pumping, and a broad range of techniques for the rescue training. Last Tuesday May 4, 2021, 36 firefighters from Gillett, Suring and Underhill trained in the city park learning extraction methods. We thank Glens Towing for providing the heavy equipment and vehicles. They worked on bridging and stabilization of vehicles, and extraction training with a large field disc on top of a car
10. **Health, Protection and License Committee Report:** Alderperson Blaser
 - a. Discussion and possible action on the tobacco and smoking policy-Leave Lay
 - b. Discussion and possible action on the burning ordinance-Leave Lay
 - c. Discussion and possible action on Roy Hubbard Truck Show, Steak Fry, and Oconto County Fair Permits and Licenses-Leave Lay
11. **Board of Public Works Committee Report:** Orchard Circle road is sinking in areas on the new road. Dorner will come and replace the landscaping and tune up items and Dorner will take care of the issue of the road. Asphalt plants just opened. We have a warranty on the failure, and will be fixed at no cost to us.
 - a. Discussion and possible action on the garbage and recycling ordinance
MOTION: Rudie/Mohr
Motion to approve recycling and garbage ordinance
Voice Vote: All Voting Aye - **MOTION CARRIED**
 - b. Discussion and possible action on purchasing a wood chipper -Morbark Eeger Beaver Gas 2021 for \$31,535.88- Approved at April Meeting.
12. **Utility Committee Report:** Alderperson Mohr- Utility Operator Ron Anderson reported he is working on the wastewater permit; it is due this year. CCR (Consumer Confidence Report) is done; CMAR (Compliance Maintenance Annual Report) will be done shortly. Accepted for clean water fund, waiting for priorities for septage receiving station. Monday and Tuesday he stated he helped the school with a major sewer problem on their side.
 - a. Discussion and possible action on purchasing a diesel Kubota UTV from Service Motor Company for \$14,300.00 with payment from Utility Outlay Savings Account.
MOTION: Hubbard/Rudie
Motion to approve purchase of UTV from Service Motor Company for \$14,300.
Roll Call Vote: All Voting Aye - **MOTION CARRIED**
13. **Finance and Personnel Committee Report:** Alderperson Hubbard
 - a. Discussion and possible action on purchasing Zahn Lot- No Action Taken
 - b. Discussion and possible action on selling half of Seneca Park to Chuck Breed for \$5,000-No Action Taken
14. **Park and Cemetery Committee Report:** Alderperson Rudie- Public Works department is painting the inside of the bathroom, power washing the beer stand, staining beer stand beams, have done trimming at honey park, and put bricks back on memorial wall in the park(some have fallen off). They also planted two trees in memory of Donald Blumreich.
 - a. Discussion and possible action on Donation of Orby Jones Sports Complex to Gillett School District- We are waiting for the deed transfer. The city agreed to pay \$5,000 by July 1 every year 21, 22, and 23 to the Gillett School District to help with maintenance of the complex.

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15. **Planning Committee Report:** Alderperson Spaulding

- a. Discussion and possible action on Gandt Property Realignment

MOTION: Mohr/Rudie

Motion to approve the property realignment at 112 N Richmond Avenue Gillett WI 54124, done by Soletski Surveying.

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

- b. Discussion and possible action on new address for the two parcels at 5 State HWY 22 E

MOTION: Mohr/Hubbard

Motion to approve giving parcel 2310422020366 an address of 6 State Highway 22 East Gillett WI 54124.

Voice Vote: All Voting Aye - **MOTION CARRIED**

- c. Discussion and possible action on Sale of Ridgewood Lots

MOTION: Hubbard/Rudie

Motion to approve the \$20,000.00 offer from Sam's Housing Group for Parcel 1: Subdivision Land Lot (231032111918) Acres 0.580 Parcel 2: Subdivision Land Lot (231032111919) Acres 0.550 Parcel 3: Subdivision Land Lot (231032111920) Acres 0.570 Parcel 4: Subdivision Land Lot (231032111901) Acres 0.610. contingent on our attorney writing a contract.

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

16. **Clerk Treasurer's Report:** Clerk Treasurer – Clerk Anderson reported that Lisa Anderson, the new Deputy clerk, has been learning the deposit, accounts payable, and multitasking with in person requests and phone calls. Hanaway Ross Law Firm has finished most of our requests; the only outstanding job is finishing the code book questions, which they stated will be done 5/7/2021. They will send a letter to Family Dollar asking to clean up the biofilter by the entrance of their driveway. Liquor and Tobacco applications were sent out and will be on the June agenda. Delinquent personal property tax bills were also sent to the attorney to write them a letter to pay. No inquiries for residents to join Community Development Authority Committee or become a poll worker since advertising in the Times Herald and Facebook.

17. **Attorneys Report:** Hanaway Ross Law Firm-No Report

18. **Mayor's Report:** Mayor McCarthy reported he is keeping involved with the Clerk's Office, Public Works, Utility and Police Department.

19. Adjournment at 7:15 pm.

MOTION: Rudie/Hubbard

Motion to adjourn.

Voice Vote: All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson