

**CITY OF GILLETT
UTILITY COMMITTEE MEETING
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
THURSDAY, JUNE 3, 2021 AT 5:40 PM
MINUTES**

Chairperson Mohr called the meeting to order at 5:40 pm.

Roll Call/Present: Alderperson Nanette Mohr and Matt Stroik, Public Committee Members Ruth Spang and Louis Danielson, Clerk Treasurer Chelsea Anderson, Mayor Josh McCarthy, Alderperson Marie Blaser, Gary Spaulding, and Debbie Rudie, Utility and Public Works Department Head Ron Anderson, Officer Eric Anderson and Police Chief Kevin Schneider.
Excused: Sandra Hubbard.

PUBLIC INPUT: None

AGENDA ITEMS:

1. Discussion and Possible Action on January 19, 2021 Minutes
MOTION: Stroik/Spang
Motion to approve the minutes from January 19, 2021
Roll Call Vote: All voting aye – **MOTION CARRIED**

2. Discussion and Possible Action on approving the CMAR (Compliance Maintenance Annual Report)
MOTION: Stroik/Danielson
Motion to approve the Compliance Maintenance Annual Report.
Roll Call Vote: All voting aye – **MOTION CARRIED**

3. Adjournment at 5:42 PM
MOTION: Spang/Stroik
Motion to adjourn.
Voice Vote: All voting aye – **MOTION CARRIED**

Respectfully Submitted by
Clerk Treasurer Chelsea Anderson

CITY OF GILLETT
UTILITY COMMITTEE
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124

THURSDAY, JUNE 3, 2021 IMMEDIATELY FOLLOWING PLANNING
AGENDA

Committee may deviate from the agenda as needed

Meeting Called to Order

Roll Call

Open Meeting Law has been complied with

PUBLIC INPUT

AGENDA ITEMS

1. Discussion and Possible Action on January 19, 2021 Minutes
2. Discussion and Possible Action on approving the CMAR (Compliance Maintenance Annual Report)
3. Adjournment

cc: Committee members ,Mohr, Stroik, Hubbard, Louie Danielson, and Ruth Spang, Mayor

Please remember to silence cell phones before attending meetings at City Hall

It is possible that members of and possibly a quorum of members of the City Council or other committee may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the City Clerk's office 920-855-2255 with as much advance notice as possible.

Agenda subject to change up to 24 hours prior to the meeting

“An Equal Opportunity Employer”

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CITY OF GILLETT
UTILITY COMMITTEE MEETING
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
TUESDAY, JANUARY 19TH, 2021 5PM
MINUTES

Chairperson Mohr called the meeting to order at 5pm

Roll Call/Present: Alderperson Nanette Mohr, Sandra Hubbard, Deb Rudie, Matt Stroik, Deputy Clerk Tonni Larson, and Mayor Josh McCarthy. Utility and Public Works Department Head Ron Anderson, and public committee member Ruth Spang. Absent – Louie Danielson

PUBLIC INPUT: Mohr inquired about the well that was in repair. Anderson updated the group on the current status and plans for additional repair. He stated the problem was in the shaft and plans were to have the final repair done next week.

AGENDA ITEMS:

1. Discussion and Possible Action on October 13th, 2020

MOTION: Mohr/

Motion to approve the minutes from October 13th, 2020 as presented.

Voice Vote: All voting aye – **MOTION CARRIED**

2. **Discussion and Possible Action on Funding and purchase of the old Zahn Building.**

Anderson opened the conversation by providing handouts which included a copy of the tax assessment for the said property, a project proposal of building a comparable building and a copy of the bank statement which will fund the purchased if approved. (Copies of handouts are attached to these minutes) The agreed purchase price will be \$55,000. Building is 65 x 60 inside. Anderson explained the layout and noted that the building is structurally sound. Some inclusions are but not limited to; 2 hoists, air compressor, three overhead garage doors. He stated that the concrete floors are in excellent condition. Ceiling and walls are insulated and tin roof is about 10 years old. One improvement that will be needed is a new heating system. Anderson has requested a quote from a vendor but at this time does not have a solid estimate. Anderson explained how he planned to use the building and what improvements would be made over time using the utility capital outlay savings. He stated that he feels this would be a great investment for the City. Larson asked about contamination concerns and underground storage tanks. Anderson stated that everything has been remediated at this site and the owner has the documents to prove cleanup and will provide the closure letter. Stroik agreed that this is a good investment for the City and considers it a no brainer. Several Council Members have seen the building via a tour with Anderson. He went on to say that utility needs the space and the current structure being used was built in 1926. Items left in the building will be scraped if not useable and funds collected will be deposited to the utility capital savings to fund future improvements. Mohr, McCarthy and Spang too agree that this would be a good investment for the city. Rudie asked Anderson how he would respond to residents who asked why the purchase and how was it funded. Anderson would explain that the property is being funded from a utility savings and that is not a part of the City funds. He stated that the PSC sets rates for water and therefore residents are not being over charged. He would explain the needs for space and explain the cost to build versus to buy this existing building. It's possible that the current cold storage utility building could be sold in the future. Rudie noted that there is a lot of new business activity along the front side of the proposed building that will bring life back to this section of our City. Rudie asked if there are any negatives to purchasing. Anderson did not think he could come up with any negatives.

MOTION: Stroik/Spang

Motion to give the go ahead to purchase the Zahn Building for \$55,000 which will be funded from the Utility Savings Capital Outlay account #0030-385-7. Current balance \$72,740.07.

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

3. Adjournment at 6:50 PM

MOTION: Stroik/Spang

Motion to adjourn.

Voice Vote: All voting aye – **MOTION CARRIED**

Respectfully Submitted by
Deputy Clerk – Tonni Larson

Compliance Maintenance Annual Report

Gillett Wastewater Treatment Facility

Last Updated: Reporting For:
6/1/2021 2020

Resolution or Owner's Statement

Name of Governing Body or Owner:	<input type="text"/>
Date of Resolution or Action Taken:	<input type="text"/>
Resolution Number:	<input type="text"/>
Date of Submittal:	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):	
Influent Flow and Loadings: Grade = A	<input type="text"/>
Effluent Quality: BOD: Grade = A	<input type="text"/>
Effluent Quality: TSS: Grade = A	<input type="text"/>
Ponds: Grade = A	<input type="text"/>
Staffing: Grade = A	<input type="text"/>
Operator Certification: Grade = A	<input type="text"/>
Financial Management: Grade = A	<input type="text"/>
Collection Systems: Grade = A (Regardless of grade, response required for Collection Systems if SSOs were reported)	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 4.00	
<input type="text"/>	

Compliance Maintenance Annual Report

Gillett Wastewater Treatment Facility

Last Updated: Reporting For:
6/1/2021 2020

Grading Summary

WPDES No: 0022063

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ponds	A	4	7	28
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			31	124
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

CITY OF GILLETT

CHARTERED IN 1944

150 N. McKenzie Avenue • Gillett, WI 54124 • www.ci.gillett.wi.us
Phone: 920-855-2255 • Fax: 920-855-6283

WISCONSIN DEPARTMENT OF NATURAL RESOURCES NR 208 - COMPLIANCE MAINTENANCE RESOLUTION

RESOLUTION # 4 -2021

The Common Council of the City of Gillett does hereby resolve as follows:

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater treatment/collection system under Wisconsin Administrative Code NR 208;

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR);

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of "C" or less) and/or an overall grade point average (<3.00);

NOW, THEREFORE, BE IT HEREBY RESOLVED by Common Council of the City of Gillett, that the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater treatment or collection system as identified in the Compliance Maintenance Annual Report (CMAR):

Resolution introduced and adoption moved by Council Member Debbie Rudie

Motion for adoption seconded by Council Member Marie Blaser

Adopted this 3rd day of June, 2021

6 ayes, 0 nays, 0 abstain

Josh McCarthy, Mayor

Chelsea Anderson, Clerk Treasurer