

CITY OF GILLETT COMMON COUNCIL

NOTICE OF REGULAR MEETING

Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
THURSDAY, OCTOBER 7, 2021 AT 6:00 PM

AGENDA

Council may deviate from agenda as needed

1. Mayor calls meeting to order. Pledge of Allegiance
2. Clerk takes roll and informs the Council that the Open Meeting Law has been complied with
3. Public Input
4. Discussion & possible action on minutes for September 2, 2021
5. **CDA Report:** Alderperson Mohr
6. **Library Report:** Alderperson Rudie
7. **Tourism & Marketing Commission**
8. **Financial Report:** Clerk Treasurer
 - a. Updated Monthly Check Register Provided and Budget
9. **Police Department Report:** Police Chief Breitenbach
 - a. Discussion on Training, Public Relations, and Incident Summary Report
10. **Fire Department Report:** Fire Chief Hicks
 - a. Discussion on Training, Public Relations, and Incident Summary Report
11. **Health, Protection and License Committee Report:** Alderperson Blaser
 - a. Discussion and Possible Action On Operator licenser for Don Waranka and Kim Holmes
 - b. Discussion and Possible Action On hiring Analise Sharpless for full time patrol officer
12. **Board of Public Works Committee Report:** Alderperson Stroik
 - a. Discussion and Possible Action On Bridge Study
 - b. Discussion and Possible Action On removing grass and adding stone with a landscape barrier in the cul-de-sac in Ridgewood
 - c. Discussion and Possible Action On approval for Martell Construction to add curb and gutter to Second Street, invoice to be paid out of Wheel Tax for \$17,470.00
13. **Utility Committee Report:** Alderperson Mohr
 - a. Discussion and Possible Action On approve Crane Engineering to rebuild the pumps for \$8,256.00
 - b. Discussion and Possible Action On Motion to approve remodeling at 137 South Lake Street
14. **Finance and Personnel Committee Report:** Alderperson Hubbard
 - a. Discussion and Possible Action approving Ordinance 3.12 Wards and finalizing Redistricting
 - b. Discussion and Possible Action Motion to approve being excused from meetings if you are exposed to covid, do not come to the meeting, or contact clerk to set up virtually.
15. **Park and Cemetery Committee Report:** Alderperson Rudie
16. **Planning Committee Report:** Alderperson Spaulding
17. **Clerk Treasurer's Report:** Clerk Treasurer
18. **Attorneys Report:** Hanaway Ross Law Firm
19. **Mayor's Report:** Mayor McCarthy
20. **Adjourn**

Posted: City Hall and City Website---Agenda subject to change up to 24 hours prior to meeting Cc: City Council, Mayor, Attorney, Gillett Fire Dept., Gillett Police Dept. Contact City Clerk at 920-855-2255 prior to meeting if additional services are required. **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.

"An Equal Opportunity Employer"

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, SEPTEMBER 2, 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 : Stroik is excused.
Present: Mayor Josh McCarthy, Alderpersons Nanette Mohr, Debbie Rudie, Gary Spaulding, Marie Blaser, Sandra Hubbard, Clerk Treasurer Chelsea Anderson, Librarian Shannon Stoner, Fire Chief Kurt Hicks, Police Chief Shane Breitenbach, and Utility and Public Works Department Head Ron Anderson. Public Irene Drake, Jerry Luther, Leone Christensen, Tracie Delzer, and Kevin Smith. Matt Stroik was excused.
2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **Public Input:** Jerry Luther received a letter from the mayor terminating him from Tourism and Marketing. Irene Drake received the same letter. The letter thanks them for their time on the commission and states they are moving in a different direction. He is upset that he has not had time to make a difference because they have not had any meetings, and stated the letter was not signed. Irene asked what they did wrong and asked to be told in person. Mayor McCarthy stated the committee has not had any new ideas and wishes for the commission to be successful and has found two new members with new ideas.
4. Discussion & possible action on minutes for August 5, 2021
MOTION: Rudie/Spaulding
Motion to approve minutes from August 5, 2021
Voice Vote: All Voting Aye - **MOTION CARRIED**
5. **CDA Report:** Alderperson Mohr- Asked members to think about ideas and new projects for CDA. Ideas: expansion on day care, serenity gardens, or nursing home, Orchard circle on the tax roll or make a park, Seneca needs housing (needs ideas).
6. **Library Report:** Librarian Shannon Stoner reported their “movie nights” start next week and will be every month; they purchased a movie license and will have popcorn and drinks. New display at the library is “100 years of Gillett Schools” items. Has also begun process of replacing power strips with new strips to save money. Summer reading program finishes tomorrow, they have logged over 150 hours of childhood reading. 194 program attendees at programs, such as pathfinder’s society, writers club, readings at day care and Serenity Garden, and so on. The Library will be doing fall programs including a “library card sign up month”, which includes a ticket for a basket raffle. Collection for back to school had a great turnout; many items were collected to donate. Staff is keeping an eye on covid levels for future preparation; they will follow CDC and county guidelines. New newsletter that will come out quarterly/seasonally: includes programs and welcome back to school, preschool story time, writers club, and hopefully will have a haunted house (covid precautions). New zoo coming to the library, cookie decorating in December, and Santa calling right before Christmas. Patrons using library is 426 in July -515 in August, doing over 90 crafts a month and lots of computer use.
7. **Tourism & Marketing Commission:** Katie Daul printed a written report. Report stated they reviewed the past projects supported by T&M, reviewed the initiatives from the 20-yr comprehensive plan drawn out by Bay Lakes Regional Planning Commission, completed a mini-SWOT analysis, and determined short- and long-term priorities. Assignments for completion prior to next meeting:
Determine ownership of Little Libraries: Start a marketing campaign that includes discussion on new logo, new slogan, and ownership of “Gillett Community and Events” social media page: Investigate partnership/support of GBA restructuring to Chamber of Commerce: Reach out to local grant writers

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and investigate appropriate grants available. Budget concerns - will continue to address and the next meeting is not yet scheduled.

8. **Financial Report:** Clerk Treasurer

- a. Updated Monthly Check Register Provided and Budget

MOTION: Rudie/Blaser

Motion to approve August 2021 Check Register.

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

9. **Police Department Report:** Police Shane Breitenbach- Introduced new Chief of Police. Chief Breitenbach thanked the council for the opportunity. He stated they had 156 intendants in August. Traffic offences, uptick in suspicious person activity, theft, and welfare checks to name a few.

- a. Discussion on Training, Public Relations, and Incident Summary Report -Chief Breitenbach provided the incident report. Fair weekend went great, a few issues at the campground, next week rescheduled training for emergency vehicle operation course will be in Oconto falls. Officer will be trained with the Stop stick and will be certified. Vacant full time position is posted and applications will be accepted until September 13. Looking into funding for free training for our officers and investigating grant funds for radar units and ballistic body armor.

10. **Fire Department Report:** Chief Hicks

- a. Discussion on Training, Public Relations, and Incident Summary Report- Four fire calls for Seneca alarm system.

Training: Testing is done on trucks. Driver's operations to be certified will be done on Tuesday. Driving will be done in the park. Working on trucks and replacing or fixing lights or safety equipment. For DOT inspections, the fire department does two trucks a year, 1912 engine has been at Lambrecht's Garage and will be back soon. Golf outing last month was a great turnout and fundraised money will be used to purchase new equipment.

11. **Health, Protection and License Committee Report:** Alderperson Blaser- Meeting set for September 13, 2021 at 5:30 pm to look at application for full time officer position. Welcomed new police chief.

12. **Board of Public Works Committee Report:** Ron Anderson Head of Public Works and Utility reported the bathroom lights in Zippel park were not working correctly and have been fixed. Fixing manhole heights so snow plowing is seamless. Getting ready for leaf pickup. Sold old items in cold storage on govpay and still clearing and cleaning. Might not see the new public works truck this year because of shortages. Construction project should be closed out soon. Working on recycling grant, wislr (Wisconsin information system for local roads) and working on GIS points and pictures in cemetery. Next project to inventory of all our signs. Also in process of making a truck route.

13. **Utility Committee Report:** Ron Anderson Head of Public Works and Utility reported well #4 is back on line. Inspection went well. Wastewater Treatment Plant lost two recirculation pumps and stalled our plant. Rented a submersible pump while waiting for new one. One pump came and was installed, then received second and installed. Also lost electrical valve and replaced with in stock item. All was storm related; a surge took the pumps and valve out. Septage receiving station is going well.

14. **Finance and Personnel Committee Report:** Alderperson Hubbard- Budget Meeting is set for September 13th, following HPL.

15. **Park and Cemetery Committee Report:** Alderperson Rudie- pickle ball court was moved to the new court because the trees overhanging the prior location; it was dropping acorns and other debris. The old court also had flat spots. New location is large enough for two courts so another was ordered and still have room for half a court of basketball. Previous holes are already in the concrete to put in fence to catch the balls from rolling away. Looking into an equipment box for the court. Also budgeted money to remove trees in cemetery, they are ruining the stones foundation and causing damage. Beer stand will get the tin put on when the items come in. Wanted to purchase additional and new

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playground equipment and will be put in the budget for next year. New bathrooms shower stall of stainless steel rusted, public works spent time restoring the stainless, seems some kind of chemical was put on it for it to rust. The foundation also seems to be moving and cracking; will continue to monitor.

16. **Planning Committee Report:** Alderperson Spaulding-discussion on creating a marketing pamphlet, hoping to team up with Tourism and Marketing for help. Mr. Ort on Park Street will be fined until his lot is cleaned up.
17. **Clerk Treasurer's Report:** Clerk Treasurer reported that Joint Review Board has been planned for September 20th at 4:30 pm to review the TIF Districts. Art Bahr from MSA will be facilitating the meeting.
18. **Attorneys Report:** Hanaway Ross Law Firm – Raze Orders to be finished next week.
19. **Mayor's Report: working on budget process.**
 - a. Discussion & possible action on appointing members to Tourism and Marketing

MOTION: Rudie/Blaser
Motion to appoint Keri Hicks and Tonia Krushke to Tourism and Marketing Committee effective 9/1/21.
Voice Vote: All Voting Aye - **MOTION CARRIED**
20. **Adjourn** at 7:00 PM
MOTION: Mohr/Balser
Motion to adjourn.
Voice Vote: All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson

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ALL Checks

Posted From: 9/01/2021 From Account:
Thru: 9/30/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
WRS	9/01/2021	WISCONSIN DEPARTMENT OF ETF	6,525.54
	Manual Check	August WRS	
WRS	9/30/2021	WISCONSIN DEPARTMENT OF ETF	10,566.67
	Manual Check	WRS - SEPTEMBER	
37168	8/24/2021	AMERICAN LEGAL SERVICES	21.72
		GILLETT POLICE DEDUCTION REMITTANCE NOV	
37169	8/24/2021	BUSINESS CARD	567.89
37170	8/24/2021	GENERAL TEAMSTERS UNION LOCAL 662	183.00
		GILLETT POLICE 2021	
37171	8/24/2021	OCONTO COUNTY TREASURER	24.67
		COURCHANE 150WPARKGILLET231012116141B1	
37172	8/24/2021	POMASL FIRE EQUIPMENT INC	207.40
37173	8/24/2021	WE ENERGIES	139.58
37174	8/24/2021	WE ENERGIES	4,288.58
37175	9/01/2021	ASTREA	851.76
		AUGUST BILLING	
37176	9/01/2021	BERGMANN'S SERVICE STATION	70.00
		INVOICE# 12378	
37177	9/01/2021	BUSINESS CARD	264.25
		OPERATOR LICENSE	
37178	9/01/2021	CELLCOM	99.92
		283421	
37179	9/01/2021	DAMARC QUALITY INSPECTION SERVICES,LLC	63.30
		INVOICE# 52985	
37180	9/01/2021	ELAND ELECTRIC CORP	1,262.96
37181	9/01/2021	GARROW OIL MARKETING, INC	1,183.68
		FUEL	
37182	9/01/2021	GAT TENOR	719.85
37183	9/01/2021	GRAINGER	111.65
		INVOICE#9032796022	
37184	9/01/2021	OCONTO COUNTY TREASURER	100.00
		CITY OF GILLETTAUGUST2021	
37185	9/01/2021	POMASL FIRE EQUIPMENT INC	1,287.67

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Posted From: 9/01/2021 From Account:
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Check Nbr	Check Date	Payee	Amount
37186	9/01/2021	QUILL CORPORATION CLERK SUPPLIES	71.55
37187	9/01/2021	STATE OF WISCONSIN COURT FINES & ASSESSMENTS CITY OF GILLETT -AUGUST 2021	545.00
37188	9/01/2021	STRONGWOOD PICKLEBALL COURT	7,780.77
37189	9/01/2021	US BANK EQUIPMENT FINANCE 451490163	370.48
37190	9/02/2021	STANEK WELDING SERVICES LLC MATERIAL STEEL	1,500.00
37191	9/07/2021	COLLEEN WARRICHALET REFUND PARK RENTAL	125.00
37192	9/07/2021	CULLIGAN OF OCONTO COUNTY IN-2021091055791	10.00
37193	9/07/2021	NEW MEDIA INC. PW AD	217.96
37194	9/07/2021	PESHTIGO NATIONAL BANK	1,607.00
37195	9/07/2021	QUILL CORPORATION CLERK SUPPLIES	125.85
37196	9/07/2021	SECURIAN FINANCIAL GROUP INC SEPTEMBER/OCTOBER 2021	720.30
37197	9/07/2021	TRUE VALUE	35.21
37198	9/07/2021	US POSTAL SERVICE POST OFFICE BOX RENTAL	62.00
37199	9/09/2021	STANEK WELDING SERVICES LLC STREET MACH VEH PARTS	1,700.00
37200	9/16/2021	BAKER & TAYLOR 2036120444	30.99
37201	9/16/2021	BUSINESS CARD REGISTERED LETTERS FOR RAZE ORDERS INSPE	450.00
37202	9/16/2021	CELLCOM DUE 9/27	395.80
37203	9/16/2021	CENTURY LINK AUGUST	78.99
37204	9/16/2021	GARROW OIL MARKETING, INC FUEL	226.06

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37205	9/16/2021	GENERAL CODE PG000026461	1,612.80
37206	9/16/2021	GRAINGER INVOICE 9035657254	163.38
37207	9/16/2021	KATHY COX WORK SHOES	23.78
37208	9/16/2021	KERBER ROSE SERVICES AUGUST 2021	2,200.00
37209	9/16/2021	LAMBRECHT'S SERVICE GARAGE LLC ANNUAL VEHICLE INSPECTION	3,426.30
37210	9/16/2021	MSA PROFESSIONAL SERVICES INC	65.00
37211	9/16/2021	NORTHERN GARDENERS CLUB	50.00
37212	9/16/2021	OCONTO ELECTRIC KLAUS LAKE & PARK LIGHT, CROSSING GUARD	10.08
37213	9/16/2021	PAT'S MARKET ACCOUNT 88	5.63
37214	9/16/2021	POMASL FIRE EQUIPMENT INC	1,414.42
37215	9/16/2021	QUILL CORPORATION CLERK SUPPLIES	125.85
37216	9/16/2021	TRUE VALUE	262.51
37217	9/16/2021	BAY TITLE & ABSTRACT, INC 10083-CTI-1	526.00
37218	9/16/2021	FINNELL, NORM SAFETY BOOT REIMBURSEMENT	75.00
37219	9/16/2021	GAT TENOR	333.76
37220	9/16/2021	OCONTO COUNTY LUMBER INC	22.38
37221	9/21/2021	DOMAIN REGISTRY CITY OF GILLETT .COM DOMAIN	289.00
37222	9/21/2021	GAD 18X25944	8,612.83
37223	9/21/2021	GILLETT SCHOOL DISTRICT SEPTEMBER	128.04
37224	9/21/2021	HANAWAY ROSS LAW FIRM	2,250.00

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Posted From: 9/01/2021 From Account:
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Check Nbr	Check Date	Payee	Amount
37225	9/21/2021	PESHTIGO NATIONAL BANK	4,557.00
37226	9/21/2021	PESHTIGO NATIONAL BANK MAINTENANCE/PROCESSING Fee	21.13
37227	9/21/2021	PETERSON FORD MERCURY	40,399.50
37228	9/21/2021	R&R ASSESSING SERVICES CITY ASSESSOR	2,530.00
37229	9/21/2021	WE ENERGIES	4,142.50
37230	9/21/2021	BUSINESS CARD	1,209.08
37231	9/21/2021	GAD 18X25944	392.99
37232	9/21/2021	RIESTERER & SCHNELL, INC	1,080.89
37233	9/21/2021	TRAVELERS McClone Monthly Liability	1,438.13
37234	9/21/2021	WESOLOWSKI, ALAN	235.00
37235	9/28/2021	AMERICAN LEGAL SERVICES GILLETT POLICE DEDUCTION REMITTANCE NOV	21.72
37236	9/28/2021	BUSINESS CARD CLEANING SUPPLIES	1,811.39
37237	9/28/2021	GARROW OIL MARKETING, INC FUEL	382.07
37238	9/28/2021	HANAWAY ROSS LAW FIRM SEPTEMBER21,2021	570.00
37239	9/28/2021	QUILL CORPORATION CLERK SUPPLIES	86.26
37240	9/28/2021	WE ENERGIES	139.42
37241	9/29/2021	ASTREA SEPTEMBER BILLING	839.40
37242	9/30/2021	BUSINESS CARD BOLLARDGARF REFLECTICE	681.06
37243	9/30/2021	HIDDEN BEAR TRAIL ATV CLUB SECOND HALF PMT	1,000.00
37244	9/30/2021	OCONTO COUNTY TREASURER CITY OF GILLETT SEPTEMBER 2021	342.68

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37245	9/30/2021	STATE OF WISCONSIN COURT FINES & ASSESSMENTS SEPTEMBER- CITY OF GILLET	432.40
EFTPS	9/16/2021	INTERNAL REVENUE SERVICE	13,537.66
	Manual Check	Payroll 9.16.2021	
EFTPS	9/30/2021	INTERNAL REVENUE SERVICE	4,829.90
	Manual Check	09.30.21 PAYROLL	
EFTPS	9/30/2021	INTERNAL REVENUE SERVICE	273.75
	Manual Check	PENALTY FOR LATE PAYMENT	
V4492	9/02/2021	ANDERSON, CHELSEA E	1,196.66
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4493	9/02/2021	ANDERSON, ERIC	1,530.20
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4494	9/02/2021	ANDERSON, LISA	517.97
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4495	9/02/2021	ANDERSON, RONALD J	3,027.25
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4496	9/02/2021	BARANCZYK, JAMES	281.36
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4497	9/02/2021	BARKE, RITA	399.42
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4498	9/02/2021	BLASER, MARIE A	277.05
	Manual Check	Pay period 08/02/2021 to 08/29/2021	
V4499	9/02/2021	BREITENBACH, SHANE P	1,377.73
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4500	9/02/2021	COX, KATHERINE	352.75
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4501	9/02/2021	FINNELL, NORMAN W	315.73
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4502	9/02/2021	GABLE, RUSSELL	1,265.17
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4503	9/02/2021	HICKS, KURT L	277.05
	Manual Check	Pay period 07/05/2021 to 08/29/2021	
V4504	9/02/2021	HINKFUSS, DONNIE	214.90
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4505	9/02/2021	HOEFT, ZACHARY	1,729.53
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4506	9/02/2021	HUBBARD, SANDRA	277.05
	Manual Check	Pay period 08/02/2021 to 08/29/2021	

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Check Nbr	Check Date	Payee	Amount
V4507	9/02/2021	HULL, ASHLEY N	276.94
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V4508	9/02/2021	MCCARTHY, JOSHUA	461.75
	Manual Check	Pay period 08/02/2021 to 08/29/2021	
V4509	9/02/2021	MILHANS, VICTOR	122.55
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4510	9/02/2021	MOHR, NANETTE	277.05
	Manual Check	Pay period 08/02/2021 to 08/29/2021	
V4511	9/02/2021	ROESCH, RYAN	149.58
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4512	9/02/2021	RUDIE, DEBORAH	277.05
	Manual Check	Pay period 08/02/2021 to 08/29/2021	
V4513	9/02/2021	SCHNEIDER, KEVIN	5,162.38
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4514	9/02/2021	SPAULDING, GARY	274.71
	Manual Check	Pay period 08/02/2021 to 08/29/2021	
V4515	9/02/2021	STONER, SHANNON	1,063.98
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4516	9/02/2021	STREHLOW, ASHLEY	1,107.36
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4517	9/02/2021	STROIK, MATTHEW	277.05
	Manual Check	Pay period 08/02/2021 to 08/29/2021	
V4518	9/02/2021	TENNIE BOCHE, DEBBY	367.20
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4519	9/02/2021	VIA, TIMOTHY J	138.52
	Manual Check	Pay period 07/05/2021 to 08/29/2021	
V4520	9/02/2021	WINKLER, RANDY	93.91
	Manual Check	Pay period 08/16/2021 to 08/29/2021	
V4521	9/16/2021	ANDERSON, CHELSEA E	1,295.99
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4522	9/16/2021	ANDERSON, ERIC	1,633.18
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4523	9/16/2021	ANDERSON, LISA	517.97
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4524	9/16/2021	ANDERSON, RONALD J	2,896.12
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4525	9/16/2021	BARANCZYK, JAMES	171.44
	Manual Check	Pay period 08/30/2021 to 09/12/2021	

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Posted From: 9/01/2021 From Account:
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Check Nbr	Check Date	Payee	Amount
V4526	9/16/2021	BARKE, RITA	399.42
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V4527	9/16/2021	BREITENBACH, SHANE P	2,289.68
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4528	9/16/2021	COX, KATHERINE	635.13
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4529	9/16/2021	FINNELL, NORMAN W	537.69
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4530	9/16/2021	GABLE, RUSSELL	1,265.17
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4531	9/16/2021	HAEFLINGER, LINDA	95.61
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4532	9/16/2021	HINKFUSS, DONNIE	122.55
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4533	9/16/2021	HOEFT, ZACHARY	1,695.38
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4534	9/16/2021	HULL, ASHLEY N	184.93
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4535	9/16/2021	MILHANS, VICTOR	122.55
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4536	9/16/2021	ROESCH, RYAN	73.88
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4537	9/16/2021	STONER, SHANNON	1,057.88
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4538	9/16/2021	STREHLOW, ASHLEY	1,137.85
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4539	9/16/2021	TENNIE BOCHE, DEBBY	323.02
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4540	9/16/2021	WINKLER, RANDY	93.91
	Manual Check	Pay period 08/30/2021 to 09/12/2021	
V4541	9/30/2021	ANDERSON, CHELSEA E	1,326.12
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4542	9/30/2021	ANDERSON, ERIC	1,533.03
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4543	9/30/2021	ANDERSON, LISA	517.97
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4544	9/30/2021	ANDERSON, RONALD J	2,896.12
	Manual Check	Pay period 09/13/2021 to 09/26/2021	

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PNB - CITY CHECKING

ALL Checks

Posted From: 9/01/2021 From Account:
Thru: 9/30/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
V4545	9/30/2021	BARANCZYK, JAMES	92.35
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4546	9/30/2021	BARKE, RITA	399.42
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4547	9/30/2021	BREITENBACH, SHANE P	1,703.17
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4548	9/30/2021	COX, KATHERINE	237.37
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4549	9/30/2021	FINNELL, NORMAN W	348.51
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4550	9/30/2021	GABLE, RUSSELL	1,265.17
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4551	9/30/2021	HAEFLINGER, LINDA	122.93
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4552	9/30/2021	HINKFUSS, DONNIE	122.55
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4553	9/30/2021	HOEFT, ZACHARY	1,553.04
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4554	9/30/2021	HULL, ASHLEY N	493.22
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4555	9/30/2021	MILHANS, VICTOR	122.55
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4556	9/30/2021	STONER, SHANNON	1,063.98
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4557	9/30/2021	STREHLOW, ASHLEY	1,231.29
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4558	9/30/2021	TENNIE BOCHE, DEBBY	367.20
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
V4559	9/30/2021	WINKLER, RANDY	93.91
	Manual Check	Pay period 09/13/2021 to 09/26/2021	
9022021	9/20/2021	GILLET WATER & SEWER - EFT	1,235.47
	Manual Check	WATER SEWER	
DEFCOMP	9/02/2021	WISCONSIN DEFERRED COMPENSATION PROGRAM	285.00
	Manual Check	09.02.2021 PAYROLL	
DEFCOMP	9/16/2021	WISCONSIN DEFERRED COMPENSATION PROGRAM	135.00
	Manual Check	Payroll 9.13.2021	
DEFCOMP	9/30/2021	WISCONSIN DEFERRED COMPENSATION PROGRAM	135.00
	Manual Check	09.30.21 PAYROLL	

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PNB - CITY CHECKING

ALL Checks

Posted From: 9/01/2021 From Account:
Thru: 9/30/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
DEPTREV	9/16/2021	WISCONSIN DEPARTMENT OF REVENUE	2,480.69
	Manual Check	Payroll 9.16.2021	
DEPTREV	9/30/2021	WISCONSIN DEPARTMENT OF REVENUE	971.49
	Manual Check	09.30.21 PAYROLL	
10012021	10/01/2021	DELTA DENTAL	740.30
	Manual Check	oct Premuims	
10202021	10/30/2021	GILLETT WATER & SEWER - EFT	1,242.07
	Manual Check	WATER SEWER	
SALESTAX	9/30/2021	WISCONSIN DEPARTMENT OF REVENUE	713.19
	Manual Check	2021 ANNUAL SALES & USE TAX PAYMENT	
PD BY USDA	8/31/2021	DORNER INC	-1,190.21
	Manual Check	PD BY USDA	
BUS REJECTED	8/31/2021	BUSINESS CARD	-264.25
	Manual Check	OPERATOR LICENSE	
		Grand Total	208,756.59

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PNB - CITY CHECKING

ALL Checks

Posted From: 9/01/2021 From Account:
Thru: 9/30/2021 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	173,619.89
Total Expenditure from Fund # 220 - LIBRARY	9,995.34
Total Expenditure from Fund # 230 - TOURISM & MARKETING	1,010.00
Total Expenditure from Fund # 240 - CDA	1,769.64
Total Expenditure from Fund # 600 - UTILITY FUND	15,775.13
Total Expenditure from Fund # 700 - CAPITAL OUTLAY	4,979.59
Total Expenditure from Fund # 950 - DEBT SERVICE	1,607.00
Total Expenditure from all Funds	208,756.59

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PNB - UTILITY CHECKING

ALL Checks

Posted From: 9/01/2021 From Account:
Thru: 9/30/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
4148	9/01/2021	BEN DAVIS NEW UTILITY BUILDING	17,000.00
4149	9/01/2021	GILLET POSTMASTER	21.52
4150	9/01/2021	LAMBRECHT'S SERVICE GARAGE LLC	4,528.93
4151	9/07/2021	CRANE ENGINEERING IN-410083-01	7,482.10
4152	9/07/2021	GARROW OIL MARKETING, INC	95.86
4153	9/07/2021	OCONTO COUNTY TREASURER 329 E WASHINGTON ST	666.78
4154	9/08/2021	CRANE ENGINEERING IN-410083-00	7,482.10
4155	9/08/2021	HAWKINS INC	1,904.18
4156	9/16/2021	BUSINESS CARD POSTAGE	110.00
4157	9/16/2021	CELLCOM 9/27	282.69
4158	9/16/2021	GRAINGER INV#9035657254	163.38
4159	9/16/2021	PLC WATER JETTING SERVICE INC CLEANING SEWERS	10,252.00
4160	9/16/2021	TRUE VALUE	239.77
4161	9/21/2021	GAD IN #19102232/ IN# 18Q25936	227.20
4162	9/21/2021	GARROW OIL MARKETING, INC	180.33
4163	9/21/2021	OCONTO ELECTRIC	2,388.66
4164	9/21/2021	PESHTIGO NATIONAL BANK MONTHLY BASE FEE	31.75
4165	9/21/2021	WE ENERGIES	109.01
4166	9/21/2021	TRAVELERS LIABILITY INS -	153.87
4167	9/28/2021	BERGMANN'S SERVICE STATION 11487	510.85

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ACCT

PNB - UTILITY CHECKING

ALL Checks

Posted From: 9/01/2021 From Account:
Thru: 9/30/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
4168	9/28/2021	BUSINESS CARD	2,177.34
4169	9/28/2021	GARROW OIL MARKETING, INC	205.32
4170	9/28/2021	HAWKINS INC	1,957.88
4171	9/28/2021	PACE ANALYTICAL SERVICES, LLC INVOICE#21440104564	40.00
4172	9/29/2021	Lincoln Contractors Supply, Inc. INVOICE# X42173	700.00
4173	9/30/2021	GILLETT POSTMASTER 10/20	215.20
09082021	9/08/2021	HAWKINS ASH CPA'S LLP	-1,904.18
	Manual Check		
09202021	9/20/2021	GILLETT WATER & SEWER - EFT	31.30
	Manual Check		
09292021	9/30/2021	Lincoln Contractors Supply, Inc. PAID ON CREDIT CARD	-700.00
	Manual Check		
09302021	10/30/2021	GILLETT WATER & SEWER - EFT	31.30
	Manual Check		
TAKE OFF TAX	9/01/2021	LAMBRECHT'S SERVICE GARAGE LLC	-5,000.00
	Manual Check	LAMBRECHTS FORGOT TO TAKE OFF TAX	
		Grand Total	51,585.14



Ingenuity, Integrity,
and Intelligence.

August 19, 2021

Ron Anderson
Public Works and Utility Department Head
City of Gillett
150 N. McKenzie Avenue
Gillett, WI 54124
Via email:ron.anderson@ci.gillett.wi.us

Re: Structure Analysis and Alternates Memorandum
E. Washington Street Bridge over Christie Brook
City of Gillett, Wisconsin

Dear Mr. Anderson:

Thank you for the opportunity to offer you professional engineering services. This letter presents our proposed scope of services, time schedule, fee, and contract terms and conditions.

Project Description

The City is planning to replace the bridge on E. Washington Street over the Christie Brook. The bridge has reached the end of its life and is suffering from structural deficiencies.

There are multiple options for the structure replacement and each option has benefits and variable costs. The study will allow the City to make an educated decision on the best structure replacement based on costs and site constraints as well as input from the regulatory agencies that is required for necessary waterway permitting. The structure does lie within an existing mapped FEMA floodplain which will need to be taken into consideration during evaluation of potential alternatives.

Scope of Services

Design – Topographic Survey, Alternative Analysis

- Topographic survey will be completed and used as a base map for alternative analysis.
- H&H: A hydrology study for the site, including hydraulic engineering with HEC-RAS software to size the replacement structure will be completed. A memorandum with cost analysis summary of alternatives will be provided to the City for review. Up to four structure alternatives will be evaluated and a proposed design recommended. Possible options include a cast-in-place concrete structure, pre-cast concrete arch culvert, an aluminum box culvert, and cast-in-place (CIP) concrete box culvert(s).
- Coordination and prescreening with the Wisconsin Department of Natural Resources (WDNR) and the Army Corps of Engineers (ACOE) to gather their input or possible restrictions regarding the new structures will be coordinated. Wetlands are mapped near the culvert crossing and may be present. It is assumed that a wetland determination will be provided by WDNR or not required for permitting. At this time, a permit application is not provided to WDNR and ACOE as well as County Zoning.
- The existing structure is in an existing Zone AE FEMA floodplain. The hydraulic modeling will be performed, and culvert sizes will be determined with the goal being "no rise" of the floodplain upstream. It is unlikely that a FEMA Letter of Map Revision (LOMR) or Conditional Letter of Map Revision (CLOMR) analysis and submittal will be required for this project, and it will be assumed that it is not necessary at this time. Floodplain analysis and FEMA submittals are not part of the scope of services and will be an additional cost.

Responsibilities of Owner and Others

- Provide a person to act as the owner's representative.
- Provide all criteria and full information of the owner's requirements for the project.
- Provide all available previous reports and other information that may be available.
- Provide access to the project site.
- Provide timely reviews of reports.
- Permit application fees.

Possible Additional Services

- The existing roadway profile is anticipated to remain generally the same as the existing profile. Roadway profile and cross section design is not included in the proposed services.
- Structure design is anticipated to be included as a part of the Washington Street Reconstruction design and is not included at this time.
- FEMA LOMR and CLOMR analysis and submittal are not included.
- Wetland delineation and mitigation.
- Soil borings or other geotechnical analysis, including scour are not included.
- Traffic Control Plans.
- Beam guard, if necessary, is not included in the design.
- Right-of-Way Plat and Descriptions.
- Bid administration and construction administration services.

Time Schedule

Ayres Associates will start after a notice to proceed and will have the work described in the scope of services completed within 60-days.

Fee

We will perform the above survey services for an amount based is the lump sum fee of \$10,500 with a breakdown as shown below:

H&H	\$3,500
Alternative Analysis & Memo	\$3,500
Topographic Survey	\$3,500
Total:	\$10,500

Contract Terms and Conditions

Attached are "Contract Terms and Conditions" which will apply to the services and which are incorporated into this proposal by reference.

Culdesac

Curb out \$ 13,000 for
asphalt
we tear out curb

put stone in middle :

\$ 5-6000

plus our labor

MARTELL

CONSTRUCTION, INC.

Established 1952

1220 Hurlbut Street – Green Bay, WI 54303

Phone (920) 468-8071 - Fax (920) 468-7475

TO: GILLETT PUBLIC WORKS Attn: Ron Anderson

FROM: RYAN EVERSON

DATE: 7-14-2021 Revised

RE: CONCRETE IMPROVEMENTS CITY OF GILLETT

Total Amount= \$23,650.00

Based On:

2 Locations:

- 1) 350 LF curb & gutter, excavate dirt/sod, prep for 6-Inch base course, install curb & gutter (\$17,470.00)
- 2) Prep and Pour 55'x 65' pickle ball court (\$27,000.00)
- 3) 25'x 50' pickle ball court instead of 55'x 65' (\$11,450.00)

Notes:

Restoration Excluded

Winter Conditions Excluded

Quote firm for 30 days

Based on One Mobilization

Proper Barricading Included

Layout by Others

If you have any questions please feel free to call.

Thank you,

Ryan Everson

Good morning Ron,

It has been a pleasure working with you and I truly appreciate all the things that I have learned from you. I have decided to continue on a different path in my life so I hereby give my 2 weeks' notice. My last day working will be October 22, 2021. I have asked for the longer time so you will still be able to go on vacation and that I'll still be around for flushing of the hydrants. I'm sorry for any inconvenience this may cause. Thank you for taking the time to teach me so many new things.

Sincerely,

Ashley Strehlow

10/5/21



Q U O T E

Headquarters

707 Ford Street, Kimberly, WI 54136
t. 920-733-4425 f. 920-733-0211

Minnesota Office

12265 Nicollet Ave., Burnsville, MN 55337
t. 952-444-1949

Number CESQ43306
Date Sep 2, 2021
Expires Oct 2, 2021

Sold To

Gillett Utility, City of
Ron Anderson
150 N. McKenzie Avenue
Gillett, WI 54124

randerson@ci.gillett.wi.us
Phone 920-855-2315
Fax 920-855-6283

Ship To

Gillett Utility, City of
Ron Anderson
150 N. McKenzie Avenue
Gillett, WI 54124

randerson@ci.gillett.wi.us
Phone 920-855-2315
Fax 920-855-6283

Sales Rep

Fluid Technology Sales
Nate Johnson 920-850-2901
n.johnson@craneengineering.net

Service Engineer
Josh Van Ryzin 920-257-0160
j.vanryzin@craneengineering.net

Here is the quote you requested.

Terms	RFQ	Ship Via	FOB	Crane Order#
n15		Best Way	Warehouse	

Line	Qty	Product	Lead Time	Unit Price	Ext. Price
------	-----	---------	-----------	------------	------------

1	2	Sulzer Submersible Pump Repairs Model: XFP150E-CB1.5-PE105/4		\$4,128.00	\$8,256.00
---	---	--	--	------------	------------

To include:

- Disassemble & inspect
- Replace the following components
 - o Bearings
 - o Mechanical seals
 - o O-rings
 - o Gaskets
- Complete rewind of motor
- Reassemble & seal test
- Deliver to site

Total	\$8,256.00
--------------	-------------------

Please contact me if I can be of further assistance.

Price does not include tax and shipping charges unless stated above.

CRANE'S ONLINE STORE IS NOW OPEN!

Approve purchases for your team
Assign your own part numbers
24/7 Access to pricing

Visit
shop.craneengineering.net

City of Gillett, WI
Thursday, October 7, 2021

Chapter 3. General Government

§ 3-12. Wards.

[Added 7-25-2011 by Ord. No. 14-2011; amended 12-1-2011 by Ord. No. 14-2011]

- A. Ward 1. That part of the City of Gillett surrounded by a line commencing at northwest City limits to southwest City limits, east to South Elm Avenue, north to West Fourth Street, east to South Oak Avenue, north to West Main Street, east to North McKenzie Avenue, north to City limits, and east to City limits.
- B. Ward 2. That part of the City of Gillett surrounded by a line commencing at northeast City limits to southeast City limits, west to South Green Bay Avenue, north to East First Street, west to South Richmond Avenue, north to East First Street, west to West Main Street, east to North McKenzie Avenue, north to City limits, and east to City limits.
- C. Ward 3. That part of the City of Gillett surrounded by a line commencing at the corner of West Main Street and South Oak Avenue, south to West Fourth Street, west to South Elm Avenue, south to City limits, east to South Green Bay Avenue, north to East First Street, west to South Richmond Avenue, north to East First Street, west to West Main Street, and west to South Oak Avenue.

Redistricting steps:

Pass an ordinance or resolution describing the ward boundaries must be adopted by a majority of the members of the governing body **prior to October 18th**! ☺

Once a municipality adjusts its wards, it has five days to provide all of the following to the county clerk of each county in which the municipality is located.

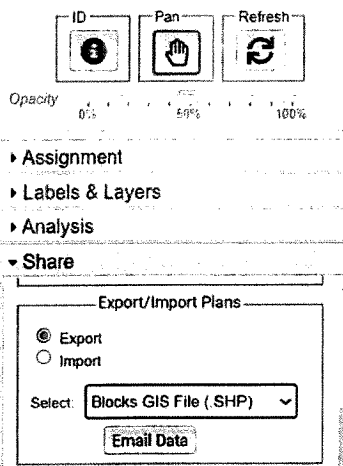
1. A copy of the resolution or ordinance.

Pull your 2011 information and use that as a guide.

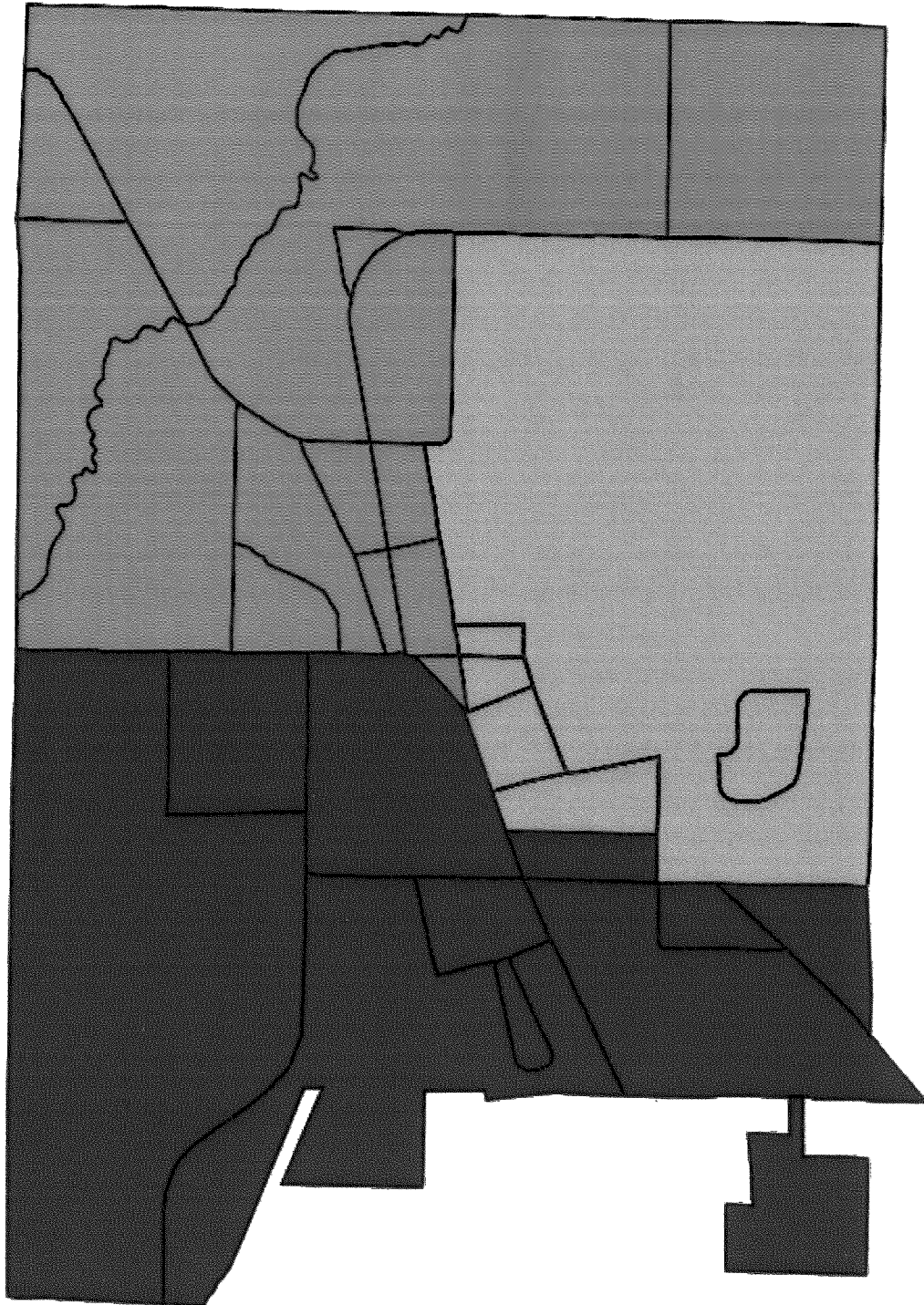
2. A list of census block numbers contained in each ward and an identification of any split blocks.

Here are the directions to print a listing of GEOID block cell numbers (Thank you Nancy, City of Oconto Falls, for typing them up for us!!!!)

- Open your finished redistricting plan in the WISE-LR system.
- On the left side, go down and click on SHARE
- Scroll down to Export / Import Plans
- Export should be checked.
- Under SELECT: click on arrow and choose BLOCK LIST (CSV)
- Click on Email Data
- WISE-LR will send you an e-mail with your listing.
- Once you receive your e-mail..... open the attachment in EXCEL.
- The cell numbers will show up in an odd equation... you will need to change this.
- To do this:
- Right click on Column A
- Click on FORMAT CELLS
- Under Category, click on CUSTOM
- Under Type: general; choose 0
- This will change Type: general to now read Type: 0
- Now go up to the Type: 0 and add 14 more zeros to make it look like....
- Type: 0000000000000000
- Click ok
- Your formatting has changed and you now have the correct cell numbers.



Select Blocks GIS File and click Email Data.
Data will be sent to your inbox.



Color	Ward	Population	Valid Range	% Deviation	Contiguous?	Compactness	Pop 18+
1		407	300 to 1,000	-5.35%	True	0.33	317
2		500	300 to 1,000	16.28%	True	0.48	370
3		382	300 to 1,000	-11.16%	True	0.72	324

PERMIT LOG

*C - commercial

DATE	PERMIT #	OWNER	PROJECT ADDRESS	JOB TYPE	COST	CONTRACTOR	FEE
3-1-21	1-21	Ammerman	314 E First St.	bath remodel	2000	Self	40
3-2-21	2-21	Zimmerman	116 S. Lake St.	windows, roof		Self	30
3-18-21	3-21	Zimmerman	116 S. Lake St.	bath remodel		KS Plumbing	30
3-18-21	4-21	Mayefski	530 E Washington	roof	8250	AB Construction	30
3-18-21	5-21	Rowell	128 E First	Fence		Self	25
4-1-21	6-21	Devaux	134 E Main	new walls		2 Hips/Valley	40
4-1-21	7-21	Moore	215 Ridgewood	new garage	14000	Self	40
4-1-21	8-21	Diaz	101 E Main	Signs	500	GH Print	
4-1-21	9-21	Diaz	101 E Main	Bath remodel		Self	40
4-12-21	10-21	Seneca	200 N Green Bay	Housing	300,000	Spaulding	592
4-14-21	11-21	Navitski	309 Eschman	roof	7000	Ben Davis	30
4-15-21	12-21	Long	140 W Fourth	window/side	5000	Self	30
4-15-21	13-21	Caldwell	104 W Main	Fence		Self	25
4-20-21	14-21	Krinke	120 E Cedar	Electrical			40
4-20-21	15-21	Fifth Wheel	204 E Railroad	renovate	5000	Self	50
4-24-21	16-21	Soper	230 Pulcifer	roof	1800	Lierman	30
4-24-21	17-21	Kruse	304 Eschman	Deck	2000	Self	30
5-12-21	18-21	Braunma	108 N Richmond	Deckrail	700	Self	30
5-18-21	19-21	Seiltz	205 S Birch	Rince		Self	30
5-18-21	20-21	Haack	321 E First	Fence		Self	30
6-7-21	21-21	Seat Doc	116 E Main	Fence	2800		25
6-21-21	22-21	St Johns Luth	101 W Main	Fence	—	Self	25

PERMIT LOG

[illegible]