

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
THURSDAY, MARCH 3, 2022 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. Presenter Jay Conley running for Oconto County Circuit Court Judge
5. Presenter Todd Hencsik Gillett School District on the District Referendum
6. Discussion & possible action on minutes for February 3, and Special February 23, 2022
7. **CDA Report:** Alderperson Mohr
8. **Library Report:** Alderperson Rudie
9. **Tourism & Marketing Commission**
10. **Financial Report:** Clerk Treasurer
 - a. Updated Monthly Check Register Provided and Budget
11. **Police Department Report:** Police Chief Breitenbach
 - a. Discussion on Training, Public Relations, and Incident Summary Report
 - b. Discussion and Possible Action On Officers
12. **Fire Department Report:** Fire Chief Hicks
 - a. Discussion on Training, Public Relations, and Incident Summary Report
13. **Health, Protection and License Committee Report:** Alderperson Blaser
 - a. Discussion and Possible Action On Picnic License for Roy Hubbard Memorial Truck Show and Civic Club Fourth of July Celebration
14. **Board of Public Works Committee Report:** Alderperson Stroik
 - a. Discussion and Possible Action on approval of Department Head Ron Anderson and Mayor McCarthy to become a Representative-Signature- Certify for the USDA (United States Department of Agriculture) Rural Development application, for Clerk Chelsea Anderson to become the Administrator, and Ayres and Associates to become the Engineering Consultant
 - b. Discussion and Possible Action on approval to proceed with equipment grant from USDA with a 50/50 grant, max is \$100,000
 - c. Discussion and Possible Action on approving painting city hall outside, solicit for bids
 - d. Discussion and Possible Action on approving the gas disconnection for \$1,231.00, to pay out of raise order budget
 - e. Discussion and Possible Action on approving the Public Works and Utility Department hours to Monday through Thursday of four 10-hour shifts from 6a to 4p
 - f. Discussion and Possible Action on approving the closing of the Recycle Center from November 1 to April 1 every year starting in 2022
 - g. Discussion and Possible Action on State Municipal Financial/Maintenance Agreement for State Highway Project

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"

15. **Utility Committee Report:** Alderperson Mohr
 - a. Discussion and Possible Action On offering to purchase a lot from Seneca (parcel #2310422254576) with an easement for them to use the driveway for a retention pond
 - b. Discussion and Possible Action On an easement for a driveway off of our wastewater treatment driveway for Belongia's to build a house on private land
16. **Finance and Personnel Committee Report:** Alderperson Hubbard
17. **Park and Cemetery Committee Report:** Alderperson Rudie
 - a. Discussion and Possible Action On Park Rentals for Roy Hubbard Memorial Truck Show and Civic Club Fourth of July Committee
 - b. Discussion and Possible Action on approving bid from Green Boyz for grass cutting for the cemetery and park fertilization
18. **Planning Committee Report:** Alderperson Spaulding
 - a. Discussion and Possible Action On rezoning multifamily lots to commercial at 330 Robinhood Lane for Spaulding Construction to build storage units
19. **Clerk Treasurer's Report:** Clerk Treasurer
20. **Attorneys Report:** Hanaway Ross Law Firm
21. **Mayor's Report:** Mayor McCarthy
22. **Adjourn**

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"An Equal Opportunity Employer"



*Opportunities, for Every Child, Every Day.
"It's the Tiger Way!"*



Gillett School District

208 West Main Street P.O. Box 227 Gillett, WI 54124-0227

Gillett School District Operational Referendum Information and Frequently-asked Questions

Our mission within the Gillett School District is to provide all of our students a high quality educational experience in a secure learning environment which recognizes and responds to student's individual needs. To help attain our mission and goals, we have made significant investments in literacy, math, technology, facilities, and professional training. We cherish helping each student graduate from our school as a productive, responsible, and civic-minded person with the skills needed to succeed in college, a career, and in life.

We are a small district that has a lot of pride in our students, staff, and community. Several years ago, the Gillett School District held several community meetings and sent out a survey that gathered feedback on our current operations and future planning. From the feedback given, it was apparent that our community wants to maintain the programs and services that we currently offer. We strive to have small class sizes; offer courses in Career and Technical Education such as traditional "shop" classes and agricultural education; offer several elective courses in business, Spanish, personal finance, music, and fine arts; and offer several transcribed courses with NWTC.

We are extremely fortunate to have the support of our community and that our voters approved an operational referendum in 2018 that provided three years of additional funding for our District. As a result, we have been able to continue our focus on improving student achievement, maintaining the classes we are able to offer, and offering small class sizes that most school districts our size cannot offer.

The operational referendum will end at the end of this school year. Therefore, the Board of Education is asking our voters to consider supporting an extension of the operational referendum for another three years. This will help us maintain the quality of educational programs that our families, students, and community members have come to expect.

We work hard on continuing earning your trust. The following questions have been raised during past operational referendums both at Gillett and around the state. We will continue to answer questions as they arise, update this document, and post this information on our website.

If you have specific questions that are not answered in this document, or if you need additional information on any of the questions, please email District Administrator Todd Hencsik at thencsik@gillett.k12.wi.us.

Sincerely,

Todd Hencsik, District Administrator

Todd Hencsik,
District Administrator
920-855-2137 x1008

Shawn Limberg,
Secondary Principal
920-855-2137 x1004

Curt Angeli,
Elementary Principal
920-855-2119 x5502



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1. What is the official ballot question for April 5, 2022?

Shall the Gillett School District, Oconto and Shawano Counties, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$450,000 per year, beginning with the 2022-2023 school year and ending with the 2024-2025 school year, for non-recurring purposes consisting of sustaining educational programming, student opportunities, and operations?

☐ YES

☐ NO

2. Why is an operating referendum needed?

The referendum is needed to cover a shortfall in funding due to the low revenue limit and to maintain current educational programming and student opportunities.

3. What is meant by revenue limits?

The amount of revenue a district can raise from state aid and local property taxes is restricted by state statutes. This restriction has been in existence since 1993 and Gillett has been a low revenue district since that time.

4. During the 2018 referendum, the District stated that they hoped that they would not have to go back to referendum. Why has this changed?

At that time, we hoped that the state would continue to raise the low revenue limits. They have raised the base, but not to the extent we were told or had planned for. The recently passed state budget did not increase funding for our District. Therefore, it is necessary to ask our taxpayers for additional operational funds.

5. What is the District proposing?

When the voters approved the previous \$600,000 per-year referendum, the Board of Education promised that we would only use the money that we needed. This is exactly what we did. We used \$450,000 per year.

Our resolution authorizes our Board to exceed the revenue limit for \$450,000 per year, beginning with the 2022-23 school year and ending with the 2024-25 school year, for non-recurring purposes which would allow us to maintain current programs, services, and class sizes. There would be a decline in the tax mill rate from the current \$9.17 level.

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6. Do other districts in Wisconsin ask taxpayers to exceed the revenue limits?

Referenda are not unique to Gillett. In the past 3 years, there have been 182 referenda to exceed the revenue limit by districts in Wisconsin. Many of our neighboring districts have either gone to referendum or are planning to.

7. When would this referendum take effect?

This referendum would take effect in the 2022-23 school year.

8. When is the election?

*The operational referendum to exceed the revenue limit will be held along with the State of Wisconsin's general election on **April 5, 2022**.*

9. Why not just go for a recurring referendum?

The School Board is sensitive to raising taxes of our community members. To pass a recurring referendum means to permanently increase taxes for our community. This may be difficult for many who are on a fixed income. Furthermore, school funding is ever-changing. Therefore, it would be wise to let our taxpayers decide on their support every few years.

10. The District has received federal funding from the COVID-19 relief acts. Why doesn't the District use these funds instead of asking the taxpayers for additional funding?

Elementary and Secondary School Emergency Relief (ESSER) Funds are one-time source funds and do not address our long-term financial needs. These funds have stipulations on what the monies can be used for and these funds have a sunset on when they can be used.

11. How will these referendum options affect me financially?

*When voters approved the previous \$600,000 per-year referendum, the Board of Education promised that we would only use the money that we needed. This is exactly what we did. We used \$450,000 per year. This year, our tax levy will decrease 5% which shows that we are being good stewards to our taxpayers. We are proposing a **renewal at \$450,000 per year for the next three years** – This would allow us to maintain current programs and services. (Continued decline of the tax mill rate of the current \$9.17 level.)*

12. If the referendum fails, what programs will be impacted?

If voters do not support an operational referendum, the District will need to cut approximately \$450,000 for the operating budget beginning in the 2022-23 school year. Survey results will help determine what cuts are made. While the District does not endorse any cuts, the following could be impacted: class sizes, course offerings, curricular updates, transportation, technology, and facility improvements to name a few.

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13. Why are smaller class sizes important?

Small class sizes lead to more opportunities for individual attention from the teacher. Teachers build deeper and stronger relationships with students and, with this knowledge of each student, can enhance their strengths and improve their weaknesses.

14. What are the benefits of having a full day, 4-year old kindergarten program?

Full-day 4K would allow for a more in-depth delivery of our Tools of the Mind curriculum, which at present is trimmed to adapt to the three hours available in half-days. Full-Day 4K has been requested by working parents for years.

In addition, area districts have already started 4K programs, and some Gillett students have left via open enrollment. When a student chooses to either open enroll or move to another district for 4K programming, they take federal and state funding with them. The chances of a student remaining in the district where they start is very high.

15. Is Full-Day 4K fully funded by state or federal funding?

No, at this time our half-day or full-day 4K programming would be funded at the same rate (60% of a full-time student). However, both state and federal legislation proposals have full-day funding looming on the horizon. This would be the reason we would ask for the shortfall to be funded through our referendum, with the hopes that by the end of the three years, we would no longer need that extra funding from our local levy.

16. If this referendum passes, would my 4K child be required to attend all day if I only want him/her to attend half-days?

If we do move to full-day 4K, we will continue to offer a half-day option to families that would prefer it.

17. What are the drawbacks to further reducing busing routes?

Reducing bus routes would necessitate some students to get picked up earlier in the morning and dropped off later in the afternoon.

18. Why are athletic and co-curricular activities important to our students and our community?

Athletics and activities support the academic mission of schools, are an extension of the classroom, and are a good educational experience for our students. These programs provide valuable lessons and skills for practical situations like teamwork, fair play, and hard work. Through participation in co-curricular activities, students learn self-discipline, build self-confidence, and develop skills needed to handle difficult situations. Participation in these activities are often a predictor of later success in college, in a career, and becoming a healthy member of our society.

Athletics and co-curricular activities provide a sense of pride for communities as well. A district that has a vibrant co-curricular program can provide opportunities for businesses to benefit from increased traffic within the community as well.

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19. What would be the impact of not performing regular maintenance on our technological infrastructure?

Installed technology needs ongoing maintenance and support, or it will not remain functional and the life span of the technology will decrease. We have invested heavily in technology in our schools which creates a more engaged classroom environment.

20. Why are electives important in schools our size?

Elective courses, such as the ones in career and technical education, agriculture, business, art, and music, offer students the opportunity to develop important life skills that they need throughout their lives. Elective courses give options for students to learn about themselves and the world around them.

21. What are transcribed or dual credit classes, such as NWTC courses, and why are they important to our students?

Transcribed or dual credit courses offer students the opportunity to earn college credit while taking courses at Gillett High School. The benefit is that our students can start college with some of their elective courses completed which can reduce the financial burden of college.

22. Why can't the District use its fund balance to make up the deficit in funding?

Fund balance is the school's checking account balance. If we do not have enough in reserve, which accountants would advise districts to have about 20-25% as a fund balance, we would have to short-term borrow to pay our bills. Based on Wisconsin School Funding, we are not given the full amount up front; instead we get several installments throughout the year.

In more detail: *Fund balance is a snapshot of the district's equity position on June 30th (the last day of a school's fiscal year) and changes on a daily basis. To figure out our equity position, we subtract our liabilities from our assets. On June 30th, assets are generally made up of our current cash (in our checking account), plus the taxes we will receive in August, and any grant payments we are expecting by the end of September for expenses paid in the previous fiscal year. Our liabilities include payments yet to be made, such as utilities (from the month of June) and insurances over the summer for our staff members.*

From the final tax payment for the year, which we receive in August, the district receives no major funding until the first Monday in December every year in the form of state equalization aid. That means, in order for us to avoid short term borrowing (using a line of credit to make sure we can pay bills and payroll on time), we need to have a fund balance on June 30th that will not go negative before that first Monday in December.

If the district were to use fund balance, which would mean running a deficit to make up this deficit, we would be at \$0 before the end of the second year of the next three-year referendum cycle. This would mean having to borrow money on a long term basis, costing the district hundreds of thousands of dollars more every year, thus having to continue to cut teachers and staff. This is not something that is fiscally sound or sustainable for any school district.

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23. I still have questions, how can I get more information?

Any School Board member or our District Administrator would be happy to answer any questions and discuss your concerns. Questions can be emailed directly to TigerPride@gillett.k12.wi.us. Questions that are repeated will be added to this Frequently-asked Questions page on our website. Listed below are contact information for the Gillett School Board as well as our administrative team.

Jamie Young	Board President	(920) 373-8505
Preston Peterson	Board Vice-President	(920) 278-7001
Cliff Gerbers	Board Treasurer	(920) 855-6349
Nanette Mohr	Board Clerk	(920) 855-6084
Jamie Heroux	Board Member	(920) 855-6850
Ron Lenz	Board Member	(920) 373-5586
Katie Daul	Board Member	(920) 373-7975
Todd Hencsik	District Administrator	(920) 855-2137
Shawn Limberg	Secondary Principal	(920) 855-2137
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How has the District used their federal ESSER funds?

ESSER monies are COVID-19 relief monies given to districts to help offset the increased costs incurred during the pandemic. These are one-time source funds and have stipulations on how the monies may be used and should not be used to supplant the operational budget of a school district. Below are the details on our ESSER funds and how we have used this funding.

ESSER I (CARES Act)

These monies can be used for quality online resources, training for remote instruction, mental health services, cleaning and sanitizing supplies, responding to COVID-19 needs and maintaining the health and safety of our students and staff, to name a few.

Gillett received \$118,238.00 and needed to be used by Sept. 30, 2022. We used these monies to purchase MiFis and service for online learning, iPads for lower grades for learning, a health room assistant, an online learning platform, and other technology to aid in online, remote, and student learning.

ESSER II (CRRSAA)

These monies can be used similar to ESSER I monies. Gillett received \$479,632.00 and the funds must be used by Sept. 30, 2023. We have spent most of the allocated funds for Chromebooks for grades that didn't have them, continuation of a health room assistant, CESA 8 instructional support, the replacement of our internal server switches, an elementary reading interventionist, and other technology to aid student learning.

ESSER III (ARPA)

As of February 10, 2022, the federal government has not yet approved the State's ESSER III plan, but it is in the final stages and should be approved shortly. Gillett is slated to receive \$1,077,934.00. The funds need to be used by Sept. 30, 2024.

Gillett will need to use at least 20% to address learning loss amongst students and on evidence-based instructional strategies and student supports. Other areas that can be used are school facility upgrades to reduce virus transmission, continued response to COVID-19 and the health and safety of our students and staff, providing mental health services and supports, and the continued use of monies as outlined in ESSER I and II.

Initially, we would use the monies for evidence-based strategies and supports, continued CESA 8 instructional support, continuation of a health room assistant, interventionists, and other areas to address the learning gaps of our students.

More information about how ESSER funds can be found at the DPI website under [ESSER I, II, and III overview](#).

Chelsea Anderson

From: Carrie & Ed Burke <daburkes@centurytel.net>
Sent: Tuesday, March 1, 2022 7:27 PM
To: Chelsea Anderson
Subject: Edward Burke Candidate for Circuit Court Judge Branch II

Dear Clerk:

Please include the following as correspondence for your next Town, Village or City board meeting.

Thank you.

Dear Alderpersons, Council Members, Board Members and Trustees:

Thank you for what you are doing in service of your communities.

Local governments play a vital role in making sure government functions at all levels is extremely important to our Families, our Communities, our State and our Country. Being a local official myself I know at times being a public servant can be challenging. I appreciate what you put up with. If your experience is like mine, the good usually outweighs the bad. (Depending on the Week). Again, thank you.

I would love to come visit you all in person, but as I am sitting here preparing for a trial taking place tomorrow, I realized there isn't time between now and the April 5th election to do so. The County is experiencing a backlog of jury trials that need to be addressed due to COVID 19. Trial preparation takes a lot of time, plus my office still has to keep up with what is coming in the door. Child sexual assault cases have increased dramatically since I have taken office, even more so with COVID 19. Methamphetamine and opioid cases account for a large part of the District Attorney's case load in Oconto County. I hope this correspondence helps you get a better picture of who I am.

I would like to introduce myself for those of you who don't know me.

My name is Edward Burke. I am married to Carrie Burke and have 4 beautiful daughters, Marisa, Emily Harper and Willow.

All of my children attended school in Oconto County. Marisa graduated from Suring and now lives in Milwaukee, Emily graduated from Oconto and lives in Abrams. Harper and Willow are 13 and attend school in the Oconto School District.

I have three grandchildren, Marisa: Antonio, (Ace) & Gianna. Emily: Sunshine.

I have 9 brothers and sisters, there are 8 of us still living. I have A LOT of nieces and nephews, grand nephews and nieces etc.

Both of my Parents Marge, 94 (She will be 95 March 7) and Ed 94 are still alive. I am blessed to have my parents as part of my life for this long. I am 63 years old.

My family is my life.

Harper, Willow Carrie and I reside in Pensaukee, WI.

Carrie is an Advocate for the Sexual Assault Center in Green Bay. She works closely with law enforcement and court personnel to provide services for victims of sexual assault. I am very proud of her advocacy on behalf of victims of sexual assault.

Marisa works for a blood bank as an administrator.

Emily provides telephone customer service for an insurance company and now works from home. She recently purchased a home in Menominee, MI and will be moving soon.

Harper and Willow are hockey players. They play for the Marinette Thunder Bantam Team which part of the Marinette Menominee Youth Hockey Association. Our home ice is at the Marinette Recreation Center. The Marinette facility is phenomenal. We are lucky to have such a facility close to our community. I encourage you to take a tour next time you are in the Marinette area.

The Thunder Team and the individuals running the program are a joy to be around. We are like a family. The coaches really know how to work with children. The Association oversees the league and is equally caring about the children involved in its programs.

Carrie and I are hockey parents, meaning we are never home on weekends from November to March. The Thunder Team is playing in the Wisconsin Amateur Hockey Association on Saturday March 5th and Sunday March 6th. I am excited to see how we fare. I think we can take a trophy home.

I have been serving as District Attorney for Oconto County since January 2013. Myself and Lisa Rowe, the Oconto County Assistant District Attorney handle all criminal and forfeiture cases for the county, as well as criminal traffic cases and citations. My Office has a Victim Witness Coordinator as well as a paralegal and two legal assistants, all who do a wonderful job for us. I am very proud of my staff. We are a good team.

This past State budget cycle I did feel that the District Attorney's Office could use another Assistant District Attorney. I asked for the position through the State Budget process, but ultimately the position was not included in the budget. I feel we still need another Assistant District Attorney in Oconto County.

I have the administrative skills it takes to run an office like the Circuit Court Office. I am familiar with budget processes and will work closely with the County Board, The Chief Judge for Oconto County, The District Court Administrator and The Oconto County County Administrator to develop a budget to maximize court services for the Citizens of Oconto County in a cost efficient manner.

I am a veteran having served in the United States Marine Corps from 1976 to 1980. I turned 18 while in Boot Camp at Parris Island Marine Corps Training Depot. I was a Field Automotive Mechanic. As part of my rotation I served at Camp Hansen, in Okinawa, Japan.

As a Marine I learned leadership and discipline, skills I believe are important to have as a judge.

As a mechanic, I learned to solve problems and come up with solutions and fix the problem. I would use those same problem solving skills to address important issues facing our community as Circuit Court Judge.

As judge I would help establish a drug court and preside over it. Methamphetamine and opioid use are plagues that needs to be eradicated through treatment, suport and punishment. A drug court is a tool. Oconto County doesn't have that tool in its box. In drug court the judge, prosecutor and defense attorney work together to help a person stop using controlled substances.

As District Attorney I have always been in favor of establisihing a drug court when the topic came up at meetings. I am still willing to put in the extra time it takes to have a drug court. If we can save one person from addiction, I would consider a drug court a success.

As a judge I would utilize the technology we already have to hold routine cout appearances using video conferencing. Currently the Sheriff transports Defendants who are in custody in jails or prisons to appear in court in person. I will work with the Oconto County Sheriff, Prosecutors, the Defense bar and Court personnel to establish an efficient method to hold court via video conferencing. Simply utilizing what we already have as far as technolgy can save the Sheriff's Department and us, thousands of dollars per year. That money can then be directed elsewhere to help detect, prosecute and process crimes. Video conferencing would also eliminate the need for Prosecutors, Clerk of Courts and the Circuit Court to spend time processing writs to have a Defendant appear in person for a five minute hearing.

I don't want to take too much of your time so I will end here.

If you have questions, comments or just want to chat, this is my email:

daburkes@centurytel.net

If you would like to call, my number is 920-373-7843. I ask that you please don't share the number.

I apologize in advance for the typos. I am many things, but not a typist.

Thanks for taking time to read this.

Sincerely,

Ed Burke
4721 Bell Bridge Road
Oconto, WI 54153


Library Director Report

March 2022

1. Annual Report for 2021 has been completed and submitted.
2. Contacted the Oconto County Economic Development Corporation (OCEDC) about marketing the community center for event space. I created a marketing video to showcase what the facility offers for potential business organizations and non-profits.
3. Created a presentation to highlight all that the Gillett Public Library did in 2021.
4. 3 High School volunteers helping out at the Library
5. Gillett Library will be a distribution point for masks nationwide. We received a box of N95 masks for distribution from the Oconto County Health Department. One bag will be available per adult per day. Each bag will have 2 masks inside.
6. Now have a 54 key electric keyboard available for borrowing.
7. Claim being processed for WE Energies due to power surge caused by sudden loss of power during work on transformers. Claim complete. Check from WE Energies received and submitted to City.
8. Programming Planning in Progress
 - a. Mommy and Me Photo Shoots
 - b. Summer Reading Program
 - i. Tentative Programs to add to our schedule include: Bergsbacken Farms (Sunflowers), Lisa Phillips (scuba divers), Bay Beach Wildlife, and Green Bay Children's Museum
 - ii. Would like to invite the Green Bay Children's museum to come and do an outreach program (\$150)
 - iii. Reached out to the Gillett School District regarding STEM programming for students during the summer.
 - iv. Reached out to Finnegan Lake Walleye Club to schedule fishing days during summer
 - v. Carmen Brown to do water stem activity
9. Shannon will be Request permission from Library Board for library staff to go to GBBG for Compassion Resilience Training on April 7 from 9am-4 pm. **Compassion**-Based Resilience Training (CBRT) is a complete, evidence-based training method of building resilience and well-being of mind, heart, and body using mindfulness and compassion practices as well as healing imagery and breath-work. Much of the emphasis within compassion-based training is on stimulating a more compassionate social mentality – one which integrates the desire to achieve a more compassionate self and to develop a more compassionate perspective (Gilbert, 2009). Compassion-based training works by activating affiliate processing systems in the brain. Here is the url to link to the page. It is being offered through NFLS: [Compassion Resilience Toolkit - Nicolet Federated Library System \(nfls.lib.wi.us\)](https://nfls.lib.wi.us/compassion-resilience-toolkit). It will be requested that the library close for the day for staff to attend this valuable training.
10. Janet from the Marinette/Oconto County Literacy will be coming to April's meeting to express how much she appreciates the library for what we do for them.
11. Dr. Seuss Birthday Party Friday March 18 at 1 pm. This will take the place of Preschool Storytime. Participants do not need to be in preschool to participate...all ages love Seuss. 😊



March 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 12:45-1:45 pm: Fireside Fables	2 12:45-2:45 pm: Pathfinder 12:45-2:45 pm: Community Board Games Read Across America Day	3 4 pm: Writer's Club	4 1 PM: Preschool Storytime	5
6 12-4 pm: Legion Auxiliary Card Group	7	8 12:45-1:45 pm: Fireside Fables Intnat'l Women's Day	9 12:45-2:45 pm: Pathfinder 12:45-2:45 pm: Community Board Games	10 4 pm: Writer's Club	11 1 PM: Preschool Storytime 5:30 pm: Movie Night: Black Beauty	12
13 12-4 pm: Legion Auxiliary Card Group	14	15 11 am-12 pm: Fireside Fables	16 12:45-2:45 pm: Pathfinder 12:45-2:45 pm: Community Board Games 4 pm: Library Board	17 4 pm: Writer's Club Happy St. Patrick's Day!	18 1 PM: Dr. Suess Birthday Party	19
20  Spring Begins!	21 World Poetry Day	22 12:45-1:45 pm: Fireside Fables	23 12:45-2:45 pm: Pathfinder 12:45-2:45 pm: Community Board Games	24 4 pm: Writer's Club	25 1 PM: Preschool Storytime	26
27	28	29 12:45-1:45 pm: Fireside Fables	30 12:45-2:45 pm: Pathfinder 12:45-2:45 pm: Community Board Games	31 4 pm: Writer's Club		



G I L L E T T
W I S C O N S I N



GILLETT

WISCONSIN





Gillett Police Department

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
911 Hangup	3
911 Open Line	3
Assist Other Agency	7
Request for ambulance	7
Animal Bite	1
Animal Lost	1
Animal Noise	1
Animal Problem	2
Building Check	34
Child Abuse	1
Citizen Assist	4
Civil Matter	1
Direct Traffic	22
Disturbance	2
Controlled Substance Problem	1
Extra Patrol	7
Found Property	1
Fraud	1
Information Report	1
Motorist Assist	4
Open Doors/Windows	1
Open Records Request	2
Ordinance Violation	1
Parking Problem	10
Traffic Acc Involving Deer	1
Public Relations	5
School Safety Check	6
Service Papers	2
Suspicious Person, Circumstnce	3
Theft	1
Threatening	1
Traffic Hazard	1
Traffic Miscellaneous	3
Traffic Stop	13
Utility Problem	1
Welfare Check	2

Total reported: 157

Report Includes:

All dates between `00:00:01 02/01/22` and `16:00:00 02/25/22`, All agencies matching `GPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes

- 157 incidents as of February 22, 2022
- February again has been a training filled month for myself and several of our officers. All of our full time officers received training to be able to use the new TEK-84 full body scanner that has been installed at the Oconto County Jail. This piece of equipment is used to detect concealed contraband and/or weapons on or inside of a person before they enter the secure area of the jail. Officer Hoeft completed his 16hr EMT Refresher course which was hosted by Gillett Area Ambulance. For those of you who do not know Both Officer Hoeft and Officer Hull are not only certified law enforcement officers, but are also certified Firefighters and EMT's. We are very fortunate to have their extensive skills and abilities available while they are on patrol.
- Officer Schultz is working solo patrol duties and is performing very well. Officer Schultz and I have been developing a new evidence log in procedure and plan to have it implemented soon.
- Officer Buettner attended the Gillett Area Cub Scouts annual Blue and Gold Banquet at St John's Church. Officer Buettner was asked to give a presentation, where she shared her reasons why she became a police officer and what to do in the event of an emergency. A few days later, Officer Hoeft hosted the Cub Scouts for a field trip tour of the Gillett Police Department.
- The decommissioned squad was stripped of its law enforcement equipment and professionally detailed. The squad is now listed on GovDeals and has been receiving a fair amount of bidding activity.
- I have been working on several grants to assist with the purchase of new body armor and less lethal weapon options. (Tazer, BoloWrap). I have also reached out and inquired on establishing a working relationship with Nelson Tactical in Green Bay. Nelson Tactical is a supplier of law enforcement related equipment including but not limited to uniforms, duty gear, firearms, and body armor. Nelson Tactical also offers law enforcement agency discounts on most items and provides assistance with obtaining equipment related grants.
- I have utilized the remaining funds from the donation generously given by Laurie Woldt, to purchase trauma tourniquets for all of our officers to carry on them while on duty. Having these on our officers and immediately available on scene following a serious injury/event can make the difference between life and death.
- One final note..... we are still looking for someone to fill the full time crossing guard position. If you have anyone you think may be interested, have them see Chelsea to complete an application.



**ORIGINAL
STATE/MUNICIPAL FINANCIAL
AGREEMENT FOR A STATE- LET
HIGHWAY PROJECT**

Date: January 11, 2022
I.D.: 9180-35-00/71
Road Name: STH 22
Title: C. Gillett, Main & McKenzie Strts
Limits: S CPL – N CPL
County: Oconto
Roadway Length: 1.08 miles

The signatory **City of Gillett**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: Roadway improvement project.

Proposed Improvement - Nature of work: Urban reconstruct.

Describe non-participating work included in the project: Construction of parking lanes, adjustment of sanitary and water main facilities, and installation of residential storm sewer laterals.

Describe other work necessary to finish the project completely which will be undertaken independently by the municipality: Sanitary and water system improvements completed prior to the roadway reconstruction project.

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
Preliminary Engineering (9180-35-00): Plan Development	\$ 700,000	\$ 700,000	100%	\$ -	0%
¹Construction (9180-35-71) (Participating) :					
Roadway - Category 0010	\$4,430,000	\$ 4,430,000	100%	-	0%
Construction (Non-Participating)					
* Parking Lanes - Category 0010	\$ 23,000	-	0%	\$ 23,000	100%
** Utility Adjustments - Category 0020	\$ 31,000	-	0%	\$ 31,000	100%

Total Cost Distribution **\$5,184,000** **\$ 5,130,000** **\$ 54,000**

1. Estimates include construction engineering.

*SMFA will be revised after the LET to reflect actual bid prices and actual costs to the Municipality for the parking lanes

**Placeholder Cost (Sanitary manholes, water valves, curb stops, storm sewer connections, etc.)

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages 2 – 4); is made by the undersigned under proper authority to make such request for the designated Municipality, upon signature by the State, upon fully executed signature of applicable State Municipal Maintenance Agreement and delivery to the Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.

Signed for and in behalf of the **City of Gillett** (please sign in blue ink)

Name (print)

Title

Signature

Date

Signed for and in behalf of the **State** (please sign in blue ink)

Name

Title

Signature

Date

TERMS AND CONDITIONS:

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the

Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.

2. Funding of each project phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
 - (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
 - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and bridge width in excess of standards.
 - (d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
 - (e) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.
 - (f) Parking lane costs.
 - (g) Coordinate, clean up, and fund any hazardous materials encountered for city utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of

costs.

5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
6. The work will be administered by the State and may include items not eligible for federal/state participation.
7. The Municipality shall, in cooperation with the State, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
8. Basis for local participation:
 - (a) Parking lane construction.
 - (b) Local utility adjustments: Including sanitary manholes, water valve boxes, curb stops, and new storm sewer connections. (Note: This is just a placeholder cost for now and will be updated once quantities for these items are determined.)

Comments and Clarification: This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right-of-way, or participate in construction of a project that merits local involvement.



**STATE/MUNICIPAL
MAINTENANCE
AGREEMENT**

Date: January 11, 2021

ID: 9180-35-00_71

Road Name: C. Gillett, Main & McKenzie
Strts

Limits: S CPL – N CPL

County: Oconto

The signatory **City of Gillett**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect this agreement to include the associated maintenance responsibilities hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 84.07(1) of the Statutes. Wisconsin statutes, Wisconsin Administrative Code, and State policy serve as the defining documents for State Highway maintenance responsibilities.

DESCRIPTION OF FACILITY:

Facility description upon completion of State project – The existing facility is a mostly urban 2-lane non-divided section with sporadic parking, curb & gutter and sidewalk. The proposed improvement includes a roughly 1.08 mile stretch of complete roadway reconstruction. In addition to the new pavement structure, new storm sewer, multiple intersection improvements, new curb & gutter, new sidewalk, and a one-block stretch of parking are proposed.

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages [2] – [3]); is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State, delivery to the Municipality and upon fully executed signature of associated, applicable State Municipal Financial Agreement for project 9180-35-00/71. The initiation and signature of the agreement will be subject to all the applicable federal and state regulations. No term or provision of neither the State/Municipal Maintenance Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Maintenance Agreement.

Signed for and in behalf of the **City of Gillett** (Please sign in blue ink)

Name (print)

Title

Signature

Date

Signed for and in behalf of the **State** (Please sign in blue ink)

Name

Title **WisDOT Region Maintenance Chief**

Signature

Date

TERMS AND CONDITIONS:

1. In order to guarantee the Municipality's foregoing agreements to maintain the facility to State standards, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold General Transportation Aids or monies otherwise due and payable by the State to the municipality, as determined by the State, for any maintenance the State must perform to the facility should the Municipality fail to comply with the agreement.
2. The State will not install any additional items, not necessitated for the safe and efficient flow of traffic, to a state highway facility without the Municipality agreeing to maintain those items. The State is responsible for maintaining the through travel way of any given highway facility under the State's jurisdiction including:
 - (a) Signing and pavement marking necessitated for the safe and efficient flow of traffic except those items listed in #3.
 - (b) Permitting authority of utilities and access control on all State Trunk, US and Interstate Highways.
3. The Municipality shall at its own cost and expense maintain all portions within the specified limits of this agreement that lie within its jurisdiction for such maintenance through statutory requirements in a manner satisfactory to the State and shall make ample provision for such maintenance each year to include:
 - (a) Maintain all items outside, and under, the travel way to include, but not limited to, parking lanes, curb and gutter, drainage facilities (including all storm sewer inlets, related manholes and structures, storm water quality devices, etc., either outside or under the traveled way), sidewalks, multi-use paths, retaining walls, pedestrian refuge islands and landscaping features.
 - (b) Remove snow and ice from sidewalks, multi-use paths, and pedestrian refuge islands.
 - (c) Implement a street sweeping program to help prevent the accumulation of dirt, sand, leaves, paper, or other clogging debris.
 - (d) Maintain the storm sewer system to provide a free flow condition throughout the life of the facility including, but not limited to, annual inspection of inlets, catch basins, manholes, pipe; annual cleaning and removal of blockages, replace broken or malfunctioning castings, grates, grit covers, risers, covers and frames; repair top slabs along with bottom and walls of basins. Routine mortar repairs such as tuck pointing and plastering to the inlets, catch basins, and manholes.
 - (e) Maintain and accept responsibility for the energy, operation, maintenance, repair, and replacement of the street lighting system.
 - i. The Municipality shall obtain a permit from the State.
 - ii. The Municipality shall accept responsibility for locating utilities for Digger's Hotline.
 - iii. If at any time the Municipality should choose to turn off or remove street lighting, in part or in whole, funded with federal/state dollars, the State will determine potential conflicts and approve/disapprove such request. If removal is approved by the State, the Municipality will reimburse to the State an amount determined by Federal and State coordination.
 - (f) Maintain clear right-of-way of all encroachments.
 - (g) Maintain crosswalk pavement markings. The municipality shall obtain a permit with the State.
 - (h) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, wayfinding signs, etc).

4. The Municipality, within the specified limits, agrees to:
 - (a) Prohibit angle parking.
 - (b) Regulate parking along the highway. The Municipality will file a parking declaration with the State.
5. The Municipality will coordinate with the State to obtain any necessary Work on Right-of-Way Permits for maintenance performed on or within the state highway facility or state right-of-way.
6. This agreement does not remove the current municipal maintenance responsibility.
7. The State or Municipality may request an amendment to this agreement to include specific features later requested by the Municipality throughout the design process.
8. Upon completion of construction project, 9180-35-71, the Municipality will assume all afore mentioned maintenance responsibilities.

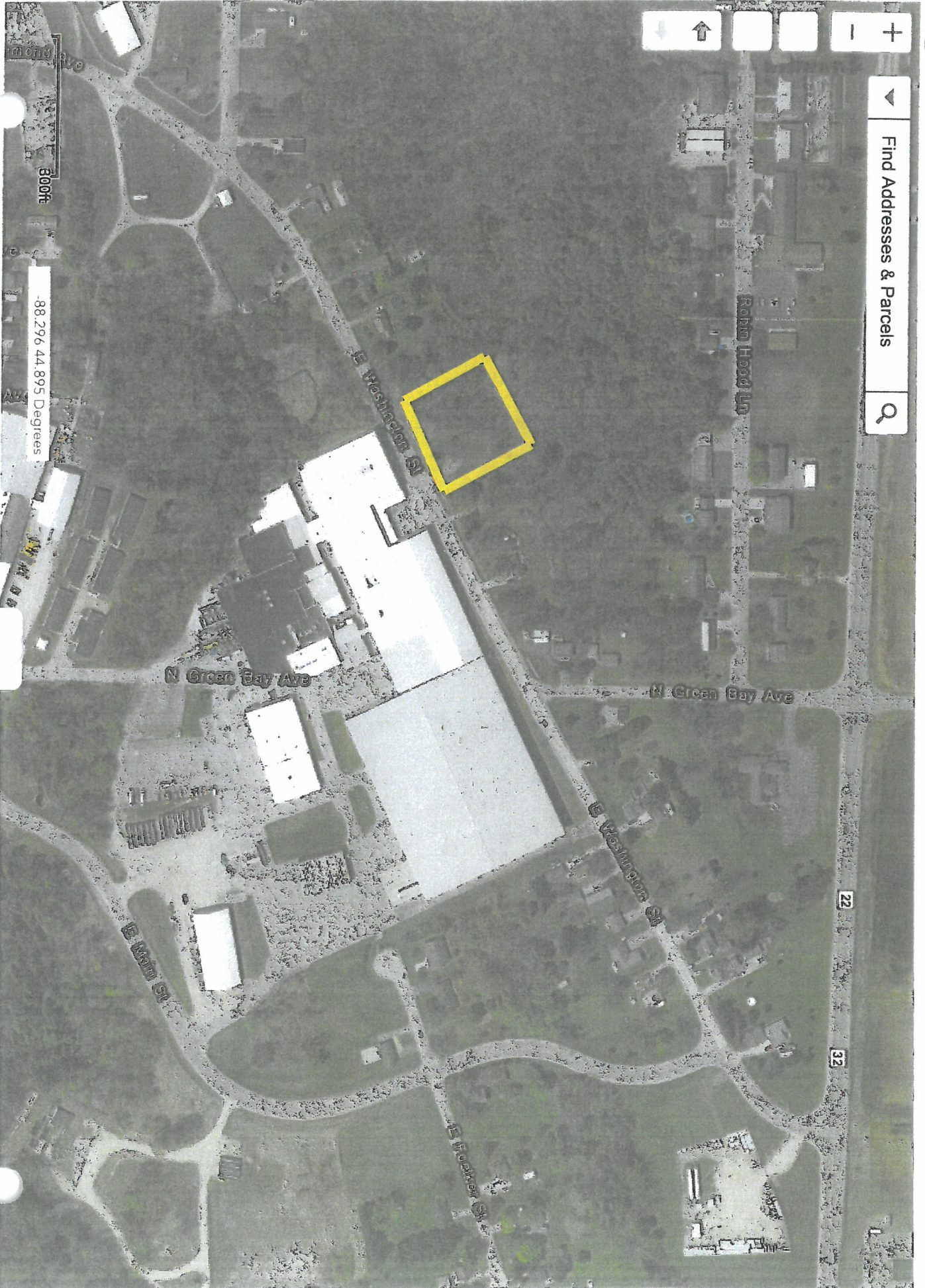


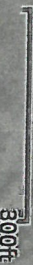
Property Map App

[City Website](#)

[MSA Website](#)

Find Addresses & Parcels





-88.283 44.878 Degrees

City of Gillett

Special Event Permit Application

City of Gillett | 150 N McKenzie Ave | Gillett, Wisconsin 54124

Phone (920) 855-2255 | Fax (920) 855-6283 |



*Special Event Information

Application Fee: \$100.00

Name of Event: <u>Civic Club 4th of July Celebration</u>	
Event Date(s): <u>July 3 + 4</u>	Application Date: <u>2-3-22</u>
Applications must be filed 45 days in advance of the event	
Actual Event Hours: <u>July 3: 4pm - Midnight</u>	<u>July 4: 7am - Midnight</u>
Date(s) for Prep/Setup: <u>July 2</u>	Hours for Prep/Setup: <u>8am - 8pm</u>
Date for Cleanup: <u>July 5</u>	Hours for Cleanup: <u>8am - 2pm</u>
Projected Attendance:	75-100 100-125 125-150 <u>150+</u>
Location of Event (street address): <u>150 N. McKenzie Ave</u>	
Is the Event Location: (circle) Private Property <u>Public Property</u> Streets or Right-of-Way	
Event Includes (circle all that apply) <u>Temporary Signs</u> <u>Tents/Temporary Structures</u> <u>Fireworks</u>	
Use of Streets or Right-of-Way <u>Consumption of Alcohol</u> <u>Food Preparation</u> None of the Above	

*Event Contact Information

Company/Organization: <u>Gillett Civic Club</u>	
Event Producer Name: <u>Micki Carlson</u>	
Address: <u>7927 Cty AG, Lena, WI 54139</u>	
Cell: <u>920-590-0244</u>	Email: <u>breamc@gmail.com</u>
Event Sponsor (if different):	
Cell:	Email:

*Terms & Conditions

I hereby agree that as a condition to the issuance of a Special Event Permit, the Producer of the Event shall indemnify and hold the City of Gillett harmless from claims, demand or cause of action which may arise from activities associated with the event.

I hereby solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for a Special Event Permit, are true, and no false or fraudulent statement or answer is made herein to procure the granting of such permit.

I hereby certify that the site plan and description provided will be constructed and/or used in accordance with all applicable zoning ordinances and laws governing the City of Gillett, Wisconsin.

I hereby state and understand that should a complaint be filed against the Producer of the Event for violation of any regulation associated with the application for the City of Gillett Special Event Permit, the permit issued for the event will immediately become void and will not reissue for the same location. The City of Gillett reserves the right to photograph and videotape all events, camps, classes, programs, and facilities for promotional purposes. The participant hereby releases the City from any liability resulting there from.

Producer's Name: Micki Carlson

Producer's Signature: Micki Carlson

Date: 2-3-22

City of Gillett

Special Event Permit Application

City of Gillett | 150 N McKenzie Ave | Gillett, Wisconsin 54124
Phone (920) 855-2255 | Fax (920) 855-6283 |



*Special Event Information

Application Fee: \$100.00

Name of Event: Roy Hubbard Memorial Truck Show

Event Date(s): June

Application Date: 01/03/2022

Applications must be filed 45
days in advance of the event

Actual Event Hours: 8 AM - 12 AM

Date(s) for Prep/Setup: June 16, 2022

Hours for Prep/Setup: 3:00 PM

Date for Cleanup: June 19, 2022

Hours for Cleanup: 4 hours

Projected Attendance:

75-100

100-125

125-150

150+

Location of Event (street address):

Is the Event Location: (circle) Private Property

Public Property

Streets or Right-of-Way

Event Includes (circle all that apply) Temporary Signs

Tents/Temporary Structures

Fireworks

Use of Streets or Right-of-Way

Consumption of Alcohol

Food Preparation

None of the Above

*Event Contact Information

Company/Organization: Roy Hubbard Memorial Truck Show

Event Producer Name: Mike Lambrecht / Josh Arndt

Address: PO Box 04 Gillett WI 54124

Cell: 715-246-3907 Josh

Email:

Event Sponsor (if different):

Cell: 920-598-0145 Mike

Email: mikelambrecht85@gmail.com

*Terms & Conditions

I hereby agree that as a condition to the issuance of a Special Event Permit, the Producer of the Event shall indemnify and hold the City of Gillett harmless from claims, demand or cause of action which may arise from activities associated with the event.

I hereby solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for a Special Event Permit, are true, and no false or fraudulent statement or answer is made herein to procure the granting of such permit.

I hereby certify that the site plan and description provided will be constructed and/or used in accordance with all applicable zoning ordinances and laws governing the City of Gillett, Wisconsin.

I hereby state and understand that should a complaint be filed against the Producer of the Event for violation of any regulation associated with the application for the City of Gillett Special Event Permit, the permit issued for the event will immediately become void and will not reissue for the same location.

The City of Gillett reserves the right to photograph and videotape all events, camps, classes, programs, and facilities for promotional purposes. The participant hereby releases the City from any liability resulting there from.

Producer's Name: Mike Lambrecht

Producer's Signature:

Date: 01/03/2022

LANDSCAPE MAINTENANCE/CONSTRUCTION QUOTATION & CONTRACT

THIS IS NOT A BILL

Green Boyz Lawncare

*Landscape Design and Install
Landscape Maintenance
Commercial and Residential Mowing*

Appleton Branch Office 5906 Richmond Street • Appleton, WI 54911 • Office Phone 920-908-8880

NAME	City Of Gillett	Date	9/16/2020
ADDRESS		Phone	920-598-1230
CITY		QUOTE EXPIRES	30 Days
ATTENTION	ron.anderson@ci.gillett.wi.us	SHEET	1 OF 1
QUOTATION COVERS	2020 Service		

ITEM #	DESCRIPTION	ITEM QUOTE
A	Cementary	\$675.00
	Mowing services will include the following:	per mow
1	Debris will be collected before each mowing	plus tax
2	Fine turf mowing will be completed on a 7-10 day cycle pending weather conditions and growth rates, starting in early May through October.	
3	Clippings will be mulched. Any excess clippings will be collected as needed.	
4	Trimming will be completed as necessary for each mowing	
5	Paved areas will be cleaned off as needed.	
6	Cracks in pavement will be trimmed down as needed.	
B	Lawn Applications	Per Application Price
41	Honey Park 1x Spring	\$150.00
209	Zippel Park 1x Spring	\$670.00
209	Cementary Weed Control 1x Spring	\$475.00
149.7	Orby Fields 1 And 2 4x Rds 1, 2, 3, late Fall	\$475.00
91.4	Orhard Circle Weed control Only 1x Spring	\$250.00
		Plus Tax