

CITY OF GILLETT COMMON COUNCIL

Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
THURSDAY, APRIL 7, 2022 AT 6:00 PM
MINUTES

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

Roll Call:

Present: Mayor Josh McCarthy, Alderpersons Nanette Mohr, Debbie Rudie, Gary Spaulding, Sandra Hubbard, Clerk Treasurer Chelsea Anderson, and Utility and Public Works Department Head Ron Anderson, Fire Chief Kurt Hicks, Assistant Chief Tim Via, Police Chief Shane Breitenbach. Public Luke Reimer with New Media, and Katie Daul with Tourism and Marketing, and Macy Franti.
Excused: Marie Blaser, Matt Stroik and Librarian Shannon Stoner

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

3. **Public Input-** None

4. Discussion & possible action on minutes for March 3, 2022

MOTION: Mohr/Hubbard

Motion to approve minutes from March 3, 2022.

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

5. **Community Development Authority Report:** Alderperson Mohr- MSA Art Bahr will be looking into Annexation options for the City of Gillett.

- a. Discussion and Possible Action on creating Tax Incremental District #4

MOTION: Rudie/Spaulding

Motion to approve creating TID #4

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

*****MOTION: Spaulding/Rudie**

Motion to approve moving Fire Department Items under Community Development Authority (CDA)

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

Fire Department Report: Chief Hicks

- b. Discussion on Training, Public Relations, and Incident Summary Report- 9 calls. Lift assist, lift assist, traffic accident, CO2 call, House Fire City of Gillett, lift assist, truck fire City of Gillett, lift assist, and Gillett Elementary School gas smell call. Mohr thanked the department on their professionalism on the fire on Birch Avenue. Fire Department and Mohr also thanked the Police Department. Had training where the EMS, FIRE, SHERRIF, LOCAL POLICE, DNR and more trained on a mass causality situation/shooter situation. Training this weekend at Berry Lake on drafting at a rural fire with no hydrant.

- c. Discussion and Possible Action on Officers Position

MOTION: Mohr/Rudie

Motion to approve Kurt Hicks as Fire Chief for a 2-year term.

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

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6. **Library Report:** Alderperson Rudie- Reported she will no longer be on Library Board because of her hour change at work. She stated there were some personnel issues being taken care of by the board, and new items were added to the calendar and are advertised on Facebook and at City Hall. Mommy and Me day is coming up for photos, Earth Clean-up Day, National Library Week, Lego night, Dancing Parties for fun and fitness, will all be on the calendar.
7. **Tourism & Marketing Commission:** Katie Daul- Reported that the commission has created a new logo to be reviewed and is included in packet, slightly different than last month. The restructure to the chamber is still months out. Friends of Library will maintain the little libraries, planning fun nights for pickle ball, and started planning a Garden Walk for mid-July.
 - a. Discussion and Possible Action on approving new logo- asked for some changes to the logo.
8. **Financial Report:** Clerk Treasurer
 - a. Updated Monthly Check Register Provided and Budget
MOTION: Rudie/Mohr
Motion to approve March 2022 Check Register and Budget.
Roll Call Vote: All Voting Aye - **MOTION CARRIED**
9. **Police Department Report:** Police Chief Shane Breitenbach- Written Report
 - a. Discussion on Training, Public Relations, and Incident Summary Report –215 incidents.
Planning Committee asked the Police Department to make contact with the properties that need to clean up or restore the home or garage; discussed in the Planning meeting. Officers will enforce Housing Standards Ordinance. Chief stated they have a list compiled over winter.
Training:
March has been a training filled month for Chief and several of our officers. Officers Hoeft, Schultz and Chief Breitenbach attended MCI (Major Critical Incident) training provided by Oconto County Emergency Management. This MCI training is a large scale system that incorporates all emergency responders throughout the county. EMS, Fire, and law enforcement agencies have been and continue to improve the coordinated response to these type incidents. Officer Buettner attended a federally sponsored, Crisis/Hostage Negotiator training event. These skills are critical when dealing with emotionally/ mentally disturbed individuals. With the rise of mental health issues affecting society today, Officer Buettner's new skills will be a great asset to the City when attempting to de-escalate these type incidents.
Chief is a member of the Oconto County Crisis Collaboration Team which has members from the Oconto County board, Human Services, CPS, multiple law enforcement agencies, and the medical/mental health field. The main focus of this month's meeting was on the impact that methamphetamine is having in our area. One of the areas being focused on is having SRO (school resource officers) in every school. Due to the rise in criminal activities in schools and the lack of mentoring presence in the schools, Chief will be reaching out to the Gillett School District for input. This is in its infancy, but we believe this could have a large impact not only on children, but the community as a whole. He welcomes any input or opinions on this matter
He has been advised that through a law enforcement support bill that was passed this month on the state level, we will be receiving \$7,000 in funds to assist with our operating costs. He would like to utilize these funds for body armor and a BOLOWRAP retention system that he had mentioned to the council in his notes from last month.

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The de-commissioned squad was purchased by a party in Colorado and was sold for \$7,400. He would like to have the council recognize the efforts of our police and fire departments in reference to the fatal fire which took the life of Everett Crocker. From the time of the first call until the first responders arrived on scene was minutes. Even though Mr. Crocker was not able to be saved, the responding agencies were able to contain the fire and not have it spread to other nearby homes.

One final note, Sarah Murphy has been hired to fill our full time crossing guard position. Sarah lives with her family on Orchard Circle and has been enjoying her new responsibilities. Please offer a friendly wave, a smile, and a pleasant hello when you see her!

10. **Fire Department Report:** Chief Hicks- moved under Community Development Authority.
11. **Health, Protection and License Committee Report:** Mayor
 - a. Discussion and Possible Action on Operator License for Zachary Bierhals
MOTION: Rudie/Mohr
Motion to approve the Operator License for Zachary Bierhals.
Voice Vote: All Voting Aye - **MOTION CARRIED**
 - b. Discussion and Possible Action on Picnic Licenses for Steak Fry and Oconto County Fair
MOTION: Rudie/Hubbard
Motion to approve the picnic licenses for the Steak Fry and County Fair, contingent on insurance.
Voice Vote: All Voting Aye - **MOTION CARRIED**
12. **Board of Public Works Committee Report:** Ron Anderson Head of Public Works and Utility reported the street sweeper broke down but have ordered parts and will be up and running soon. There was a storm sewer collapse by Gillett milling, the frost was too much for our equipment so Degroot was called in and fixed it. Got some parts of the parks cleaned up from winter and plowing, working on the rest of our properties. We received a new speed limit sign which will be located by the school, need DOT approval to install. Checked storm sewers all around the city, some have been neglected for many years, they need to be redone because they are falling in. Curb install on Second Street will be done in May. Recycling grant will be submitted this month. The Industrial sign was painted by Public Works and will be reinstalled.
13. **Utility Committee Report:** Ron Anderson Head of Public Works and Utility reported paperwork for USDA Washington Project is almost wrapped up for grants. Running into a problem with getting parts for the project on time. Flushing Hydrants this month, there will be discoloration in the water. 133 East First Street house and garage has been razed.
14. **Finance and Personnel Committee Report:** Alderperson Hubbard – No report.
15. **Park and Cemetery Committee Report:** Alderperson Rudie- Reported the second pickle ball court is installed next to the new one last year, side by side courts. Working on fence for around the pickle ball court and looking into a storage unit, bench, and porta potty. Cemetery has four dead trees, need to be taken down, will get bids for work. Still looking into new play equipment for Zippel Park, getting designs in 3D models.

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16. **Planning Committee Report:** Alderperson Spaulding-
 - a. Discussion and Possible Action on Certified Survey Map for Spaulding lot
MOTION: Mohr/Spaulding
Motion to approve the CSM for Spaulding Construction.
Roll Call Vote: All Voting Aye – **MOTION CARRIED**

17. **Clerk Treasurer’s Report:** Clerk Treasurer reported that the April 5th Spring Election went well. We will be welcoming Jon Gildemesiter to Ward 2 and thanking Sandy Hubbard for all her dedication and hard work, she will be greatly missed. Renew alcohol/tobacco licenses applications have been sent out, and delinquent personal property tax invoices have been sent to attorney to send out demand letters. Dog licenses were due April 1, a reminder letter has been sent out and Board of Review has been set for May 19, 2022 at 4pm and Open Book will be May 3, 2022 at 9am.

18. **Attorney’s Report:** Hanaway Ross Law Firm – No report

19. **Mayor's Report:** Mayor thanked Sandy for her time and service as an Alderperson, her Finance knowledge was an asset to us. The Council works as a great collective unit and a lot of hard work has been done. Looking for annex land into the City, but options are limited.

20. **Adjourn** at 8:30 PM
MOTION: Mohr/Rudie
Motion to adjourn.
Voice Vote: All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson