

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, JUNE 2, 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, Matt Storik, Marie Blaser, Clerk Treasurer Chelsea Anderson, Deputy Clerk Lisa Anderson, Librarian Shannon Stoner, Police Chief Shane Breitenbach, Utility and Public Works Department Head Ron Anderson, and Katie Daul Tourism and Marketing. Public Kevin Smith, Tracie Delzer, Craig Schuh from Ayers Engineer, and Luke Reimer from NEW Media. Jon Gildemeister is absent. Chief Hicks is excused.

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 April 7, 2022 and Reorganizational April 19, 2022

MOTION: Rudie/Spaulding

Motion to approve minutes for April 7, 2022 and Reorganizational April 19, 2022.

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

5. **CDA Report:** Alderperson Mohr –Waiting for a full roster/quorum to have a meeting.

6. **Library Report:** Librarian Shannon Stoner reported Lego Night and Dance Class is proving popular with 15-20 attendees per class.

The Library will be having our Annual Book Sale during the City Wide Rummage Sale at the Community Center.

Daddy & Me Photo Shoot will be Monday, June 6th from 5-7. \$4 for a 4 x 6 and other prints can be ordered. We're doing a Pop-In Program from June 1-16. Kids can decorate a baseball cap for dad for Father's Day. We will be hiring for Part Time Library Aide, 20 hours a week.

Summer Library Experience poster is posted on Facebook with dates of fun.

We are having a Pizza Party on Thursday, June 9th to kickoff our Summer Library Experience.

I went to Gillett Elementary to speak to the kids about our Summer Program. I also sent two flyers home with a list of events for the 2022 program. Our program starts on Friday, June 10th. The first week is Get your Sea Pal, Earthhaven Museum on the 17th and Lisa Phillips, Scuba Diver, on June 24.

New newsletter is out. Go to our website, www.gilpubliclibrary.org to sign up.

Holds have been increased to 50 per patron. I will be writing a grant for more kits for the library.

7. **Tourism & Marketing Commission:** Katie Daul reported they meet about twice a month; they have been using a drone to capture events footage, such as the citywide rummage sale, Patriots Ride, FFA Auction, and Tiger Chase. GBA restructure is still coming along. Planning a fall event of a Flea and Farmer Market on October 1 to coincide with homecoming. Planning a Garden Walk for July 14 where you will tour gardens of our neighbors. Pickle ball fun night on Tuesdays has been received well and many came out to play.

- a. Discussion and Possible Action on approving new logo

MOTION: Stroik/Spaulding

Motion to approve new city logo, logo #639.

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

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8. **Financial Report:** Clerk Treasurer

- a. Updated Monthly Check Register Provided and Budget

MOTION: Stroik/Blaser

Motion to approve May 2022 Check Register and Budget.

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

9. **Police Department Report:** Police Chief Breitenbach

- a. Discussion on Training, Public Relations, and Incident Summary Report -Chief Breitenbach provided the incident report.

Training and Public Relations- 379 incidents through April 7- June 1. Chief Shane Breitenbach reported: April and May have been training filled months for our department. Officers Hoeft, Schultz, Hull, Buettner and I attended the Spring Tactical Training event provided by the Oconto County Sheriff's Office. This training encompassed ATV/UTV enforcement updates, use of and familiarization of the county's MRAP Tactical Response vehicle, and officer tactical response to a critical incident. This type of ongoing training is becoming more important as larger scale, serious type events have been occurring. Two weekends in a row the MRAP was deployed and utilized in two active weapons events in Oconto County. The Gillett Police Department was requested and participated in both of these incidents. Also to be noted, the Oconto County Sheriff's Office is looking in to creating a multi-agency SRT (special response team) to have available to respond to these high risk events. City Clerk Chelsea Anderson and I attended **NIMS** (National Incident Management System) training. This training is intended to facilitate coordination between all responders including all levels of government with public, private, and nongovernmental organizations. NIMS helps to improve the coordinated response and liability considerations when faced with a major critical incident.

On May 20, Officers Schultz and Hoeft participated in the Northeast Tri-County Drug Enforcement Group's criminal interdiction operation. This operation was a huge success and emphasizes the need for continued cooperation with other agencies to combat these issues in our communities. I have reached out to several members of the Gillett School District for input on having an SRO in the schools. I received overwhelming support for this. I have also received support from Gillett Area Ambulance, members of the Oconto County Board, and multiple members of the community. I, along with Liz Zahn, of the Oconto County Sheriff's Office, and City Clerk Chelsea Anderson, have been exploring grant opportunities and analyzing cost factors associated with this. A 5 year grant is available that will fund up to 3 years of wages for the position. My question to the council is how much if any would the city be willing to put towards this project. I continue obtaining information and reaching out to other agencies that have an SRO for suggestions and assistance. I present this for considerations and thoughts as I continue moving forward with this proposal. I would like to have the council recognize the efforts and actions of two of our police officers. Officer Ryan Roesch responded to the Village of Suring and assisted an unconscious and unresponsive party. It was quickly determined this party was overdosing. NARCAN was administered and the party survived the overdose. Officer Hoeft was dispatched to assist with a felony vehicle pursuit that had entered into Oconto County from Menominee County. Officer Hoeft successfully deployed one of our new STOP STICK Tire deflation device. The vehicle was disabled and came to a stop without any persons being injured or damage

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

- a. Discussion on Training, Public Relations, and Incident Summary Report-9 Fire Calls: Lift assist car accident, trees down on lines, 4 lift assists, fire alarm at Seneca foods. Mutual Aid Box Alarm System (MABAS) Call to Oconto Falls fire. 3 new members have joined the fire department.

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11. **Health, Protection and License Committee Report:** Alderperson Blaser
- a. Discussion and Possible Action On Operator Licenses for Zachary Bierhals, William Burt, LouAnn Cibulka Tracie Delzer, Nancy DesJarlais, David Deitrich, Roxann Elsner, Richard Lange, Heather Moede, Clay Notz, Dana Peterson, Patricia Randals, Jane Winkler, Jacob Hintz, Jennifer Kumm, Donna Olson, Kirk Pearsall, Kim Holmes, Esther Verhagen, Jean Farley

MOTION: Stroik/Mohr

Motion to approve the above stated Operator's Licenses, all background checks have been completed.

Voice Vote: All Ayes MOTION CARRIED

- b. Discussion and Possible Action On Alcohol Licenses for Renewals

Class A Fermented Malt Beverage

-Pat's Market, Inc. d/b/a Pat's Market; Agent-Rachel Galland, 117 N McKenzie Ave, Gillett, WI 54124

Class B Fermented Malt Beverage & Class B Liquor

-Spirits of Gillett LLC; Agent-Kris Piaskowski, 145 N McKenzie Ave, Gillett, WI 54124

-Sleepy Hollow Motel & Resort LLC d/b/a Sleepy Hollow Wildfire Trails; Agent-Laurie Wold, 5 State Hwy 22 E, Gillett, WI 54124

-Thomas Fullerton d/b/a Fullerton's Bar, 109 N Lake Ave, Gillett, WI 54124

-Todd Druckrey d/b/a The Fifth Wheel, 206 East Railroad Street, Gillett, WI 54124

Class A Fermented Malt Beverage & Class A Liquor

-GPM Southeast LLC. d/b/a R Store #19; Agent-Rhonda Urlaub, 200 N McKenzie Ave, Gillett, WI 54124

MOTION: Stroik/Spaulding

Motion to approve the Alcohol License renewals as presented.

Voice Vote: All Ayes MOTION CARRIED

- c. Discussion and Possible Action On Tobacco License Renewals

-Pat's Market Inc. doing business as (d/b/a) Pat's Market; Agent-Rachel Galland, 117 N McKenzie Ave, Gillett, WI 54124

-Family Dollar Stores of Wisconsin, Inc. #29424, 109 N McKenzie Ave, Gillett, WI 5412

-Thomas Fullerton d/b/a Fullerton's Bar, 109 N Lake Ave, Gillett, WI 54124

- GPM Southeast, LLC. d/b/a R-Store #19; Agent- Rhonda Urlaub 200 N McKenzie Ave, Gillett, WI 54124

-Sleepy Hollow Motel & Resort LLC d/b/a Sleepy Hollow Wildfire Trails; Agent-Laurie Wold, 5 State Hwy 22 E, Gillett, WI 54124

MOTION: Stroik/Mohr

Motion to approve the Tobacco License renewals as presented.

Voice Vote: All Ayes MOTION CARRIED

- d. Discussion and Possible action on Home Occupation Permits

MOTION: Stroik/Spaulding

Motion to approve the Home Occupation Permits for Jeff Hertwig Hertee's Custom Printing, Janelle Schroeder Tattooed Mannequin, Tammy Temple Body Basics, Jon Ross Realty Jon Gildemeister and Melissa Lynn Eye Lash Extensions.

Voice Vote: All Ayes MOTION CARRIED

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12. **Board of Public Works Committee Report:** Alderperson Stroik- Utility/Public Works Department Head Ron Anderson stated they have been sweeping streets, cutting grass, working on citywide weed control by tagging houses to cut grass when it is over our ordinance, fixed a storm sewer by the school, and still have 13 more to go. Next on Public Works agenda is to fix up City Hall, first they will work on the front landscape, get a quote for painting city hall, and look into a scrolling sign.

13. **Utility Committee Report:** Alderperson Mohr- Oconto County fixed our main break patches.
a. Discussion and Possible action on approving the CMAR (Compliance Maintenance Annual Report)

MOTION: Stroik/Spaulding

Motion to approve the Compliance Maintenance Annual Report Resolution 7-2022.

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

b. Discussion and Possible Action on Construction Update- Attorneys have not gotten back to us on the purchase contract for the Seneca lot and it is holding up our project. It is part of the storm water plan and needs to be approved by the USDA. This puts us in a delay with getting the bid out. Project items delivery issues as well. Funds are obligated and will not affect our TIF money.

14. **Finance and Personnel Committee Report:** Alderperson Rudie-

a. Discussion and Possible Action on purchasing Sale No.9 from County, Land on 125 E Fourth Street- City decided to not bid on the property.

b. Discussion and Possible Action on approving the purchase of 42.3 acres from Gregory Reimer for \$325,000 South Green Bay Avenue if offered to City of Gillett

MOTION: Mohr/Blaser

Motion to approve the purchase of 42.3 acres from Gregory Reimer for \$325,000 South Green Bay Avenue if offered to City of Gillett

Roll Call Vote: Spaulding Stroik Nay, Mohr Rudie Blaser voting Aye – **MOTION CARRIED**

c. Discussion and Possible Action setting the conference meal reimbursement at \$50 a day for 2022.

MOTION: Stroik/Spaulding

Motion to approve setting the conference meal reimbursement at \$50 a day for 2022.

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

d. Discussion and Possible Action on selling our trademark of ATV Capital of the World

MOTION: Mohr/Stroik

Motion to sell the ATV trademark on the trademark website.

Roll Call Vote: Spaulding Nay, Mohr Rudie Blaser Stroik voting Aye – **MOTION CARRIED**

15. **Park and Cemetery Committee Report:** - Need to discuss trailhead parking donation box and dogs in the park (not cleaning up after dogs) at the next meeting. Flagpole going in cemetery. All stones will be marked by satellite in cemetery by next week.

a. Discussion and Possible Action on setting the late fee for the special event permit to \$5 dollars a day, Park Rentals will be charged per day, Charge Special event application fee plus park rental fee, and if both parks (Honey and Zippel) are occupied, both parks need to be rented and paid. Trailhead cannot be shut down during events. Effective immediately.

MOTION: Stroik/Rudie

Motion to setting the late fee for the special event permit to \$5 dollars a day, Park Rentals will be charged per day, Charge Special event application fee plus park rental fee, and if both parks (Honey and Zippel) are occupied, both parks need to be rented and paid. Trailhead cannot be shut down during events. Effective immediately.

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

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- c. Discussion and Possible Action on selling the dump station to Dan Buell, first month rent free, make payments of \$105 per month for two years, plus water and sewer starting June 1, 2022. City water will only be on from May 1 to October 31. Selling As Is condition.

MOTION: Mohr/Spaulding

- d. *Motion to sell the dump station to Dan Buell, first month rent free, make payments of \$105 per month for two years, plus paying the monthly water and sewer invoices starting June 1, 2022. City water will only be on from May 1 to October 31. Selling As Is condition.*

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

16. **Planning Committee Report:** Alderperson Spaulding- No report.

17. **Clerk Treasurer's Report:** Clerk Treasurer stated all alcohol, tobacco, and operator licenses have been background checked and will be submitted to the State of Wisconsin after council approval. Board of Review was May 19 with no objections and our Statement of Assessment was filed with the State. As Chief stated, I attended a NIMS training for a refresher since I took it many years ago.

18. **Attorneys Report:** Hanaway Ross Law Firm- No report.

19. **Mayor's Report:** Mayor McCarthy would like to do a review process on our contracted businesses.

20. **Adjourn** at 7:50 PM

MOTION: Stroik/Rudie

Motion to adjourn.

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

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson