

# CITY OF GILLETT COMMON COUNCIL

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

**THURSDAY, DECEMBER 1, 2022 AT 6:00 PM**  
**MINUTES**

1. Mayor McCarthy called the meeting to order at 6:05 PM and the Pledge of Allegiance was recited.

## **Roll Call**

**Present:** Mayor Josh McCarthy, Alderpersons Nanette Mohr, Debbie Rudie, Gary Spaulding, Jon Gildemeister, Marie Blaser, Clerk Treasurer Chelsea Anderson, Police Chief Shane Breitenbach, Fire Chief Kurt Hicks, Utility and Public Works Department Head Ron Anderson, and Katie Daul Tourism and Marketing, New Media Warren Bluhm, Michelle Magee, Craig Schuh from Ayres and Associates, Chris Byars, Kevin Smith, and Serenity Gardens Pat and Peggy Belongia. Librarian Shannon Stoner is excused, Matt Stroik is absent.

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

3. **Public Input:** Michelle Magee asked when the 212 East Main Street building will be torn down, Cecil Trucking said it will be done before Christmas. Serenity Gardens had pictures of the water full of iron and tinted red. They would like the water to be clear and for us to fix the problem. Utility explained why the sediment is staying in the lines. It is because of a dead end line and where the building water line was stubbed into incorrectly by the builders. Ayres would like to thank the City for our business and brought us calendars and a small gift of cashews.

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

## **MOTION: Rudie/Mohr**

*Motion to approve minutes from November 3, 2022*

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

5. **CDA Report:** Alderperson Mohr – no report.

6. **Library Report:** Librarian Shannon Stoner reported- Upcoming Events in December

- a. The Gillett Public Library will host a Gingerbread House Contest! The rules are simple: All the decorations have to be edible. Bring your Gingerbread House to the Gillett Library from November 28th to December 2nd. Voting will take place from December 2nd-16th at the Gillett Library. Bakers of the top three houses will win a prize. Families can pick up their houses the week of December 19th-23rd. Any houses which have not been claimed will be disposed of. If you wish to donate your gingerbread home to another family, that is also an option.
- b. Join us for a Cookie Crawl at the Gillett Library Community Center on Saturday, December 10th from 11-3 pm. Bring a container to fill with treats! The Friends of the Library will have containers available for \$5 which will be used to support the Gillett Public Library's programs. Please bring an ingredient list with your cookies to alert anyone as to allergens (nuts, eggs, dairy, etc.). Kids who participated in the "Smart Cookie Book Club" will receive their prizes! You must turn in your Cookie Cards to receive your prize! Santa will be there from 12-2 pm.
- c. Gillett will begin hosting "Memory Cafés through the ADRC starting December 20<sup>th</sup>. It gives those with early memory loss and their caregivers.
- d. Newsletter for Jan-April 2023 will be out at the end of the month.
- e. Events for the last week of December for Winter Break

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- f. Starting a new program called Full STEAM Ahead for kids K-6. Every month will have a different focus for different grades: Math, Science, Art, and more! December's focus will be K-2: Shapes and Reading.
  - g. Hiring for Part Time Library Aide
7. **Tourism & Marketing Commission:** Katie Daul reported their last meeting will be December 7 as Tourism and Marketing. Board of Directors was decided for the new Chamber of Commerce for the Gillett Area, Chamber is moving forward, and is excited to work with the City.
8. **Financial Report:** Clerk Treasurer
- a. Updated Monthly Check Register Provided  
**MOTION: Mohr/Blaser**  
*Motion to approve November Check Register.*  
**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- Gillett Police Department/ 192 incidents/ November 1- December 1.

Throughout the month of November members of the Gillett Police Department attended various training events. Officer Schultz and Officer Buettner attended the NWTC Detective Academy. This 3 day course is aimed at officers improving and enhancing their investigative skills. The Gillett Police Department does not employ any detectives so it is up to our patrol officers to conduct their own investigations. Conducting thorough investigations requires a skill set not often taught to everyday patrol officers. This training course helps officers to recognize the difference between routine patrol activities and investigations and how to properly respond to them.

Over the past few weeks I have been reviewing the Emergency Response Plan for our schools. I have also been working with school staff on updating the site map for the school grounds and floor plans for the buildings. There has also been discussion about possibly having the Gillett Schools hosting of a large scale critical incident training event in the future.

10. **Fire Department Report:** Chief Hicks
- a. Discussion on Training, Public Relations, and Incident Summary Report- Fire calls: Trees on power line, auto aid, and MAVIS call for structure fire at Kelly lake. All fire fighters will be trained in CPR. DNR grant was fulfilled. Payroll was done for 2022. Will have a year-end report next month. Still looking for new ladder truck.
11. **Health, Protection and License Committee Report:** Alderperson Blaser  
Discussion & possible action on Operator License for Lee Wawiorka, Don Waranka and Jeffrey Egge Jr- Leave Lay.

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a. Discussion & possible action on 100 W First St Home Occupation Permit Air B&B

**MOTION: Rudie/Blaser**

*Motion to approve the Home Occupation Permit for 100 W First Street.*

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

12. **Board of Public Works Committee Report:** Utility/Public Works Department Head Ron Anderson stated we had a meeting with the DOT and they had some changes on the Highway 22 project involving road alignments. December 7, 2022 from 5-7pm is the public information meeting at the Gillett School. County will come in and fix spots on Main Street that are tripping hazards. Recycling Audit went well. GFL garbage service has received many complaints; they are dumping the garbage in the recycling. They offered to change one of the bin lids to a different color so they can differentiate easier. Old public works truck will be sold on GovDeals. Finished leaf pickup in about 40 loads, equivalent to approximately 80 loads with our previous smaller leaf vac.

13. **Utility Committee Report:** Utility/Public Works Department Head Ron Anderson stated they are busy helping Public works with the snow that fell, put in a new furnace in garage, and helped with leaf pickup.

Busy entering all water lines and meters/meter numbers into the PSC (Public Service Commission) portal. It will help with the PSC audit and be more efficient. Monday will look at Serenity Gardens water problem.

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

a. Committee may go into closed session to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85 (1c) Wis. Stats.

**MOTION: Mohr/Gildemeister**

*Motion to approve going into Closed Session at 6:55 PM to include members, clerk and mayor.*

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

b. Committee will return to open session and may take action on matters discussed in closed session.

**MOTION: Mohr/Blaser**

*Motion to return to Open Session at 7:02pm.*

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

**MOTION: Rudie/Gildemeister**

*Motion to terminate our contract December 31, 2022 with Hanaway Ross Law Firm.*

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

c. Discussion & possible action on Budget for 2023

**MOTION: Rudie/Mohr**

*Motion to approve the 2023 Budget contingent upon verifying the changes from the last finance meeting.*

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

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d. Discussion and possible action on CD at Flagstar

**MOTION: Rudie/Mohr**

*Motion to approve moving playground equipment fund of \$20,000 from the city checking to a CD at Flagstar for 12 months, at a rate of 4.28%.*

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

e. Discussion and possible action on Riemer land purchase

**MOTION: Mohr/Blaser**

*Motion to approve purchasing 22 acres from Greg Riemer for \$180,000, loan from Peshtigo National bank for 15 years, 10 year lock, at 4.85%.*

**Roll Call Vote:** Mohr, Blaser, Gildemeister, Rudie Voting Aye, Spaulding Nay - **MOTION CARRIED**

15. **Park and Cemetery Committee Report:** Alderperson Gildemeister- No report.

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

17. **Clerk Treasurer's Report:** Clerk Treasurer stated all unpaid city and utility invoices have been placed on the tax roll. All tax and city information has been mailed yesterday about our rules and tax payment dates. The raze order from 133 E First Street has been paid by owner Richard Ramsdell. Reminder -nomination papers can be circulated starting today.

18. **Attorneys Report:** Hanaway Ross Law Firm- will set up a wrap up meeting for our transition.

19. **Mayor's Report:** Mayor McCarthy stated he was very proud of the council and special thank you to Nanette Mohr for keeping in contact with Mr. Reimer and getting us this offer for our small city to be able to plan and expand.

20. **Adjourn** at 7:15 PM

**MOTION: Mohr/Gildemeister**

*Motion to adjourn.*

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

Respectfully Submitted,  
Clerk Treasurer Chelsea Anderson