

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, FEBRUARY 2, 2023 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, Jon Gildemeister, Marie Blaser, Matt Stroik, Clerk Treasurer Chelsea Anderson, Police Chief Shane Breitenbach, Utility and Public Works Department Head Ron Anderson, Librarian Shannon Stoner, Craig Schuh from Ayres and Associates, NEW Media Warren Bluhm and Public Norm Finnell, Kevin Smith, and Nicole Blaskowski.

Excused: Fire Chief Kurt Hicks

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **Public Input:** Alderperson Stroik thanked the council for the flowers sent in honor of his father's passing.
4. Discussion & possible action on minutes for January 5, 2023

MOTION: Rudie/Mohr

Motion to approve minutes from January 5, 2023

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

5. **CDA Report:** Alderperson Mohr – no report.
6. **Library Report:** Librarian Shannon Stoner reported- February 2023. Library staff will be attending legislative days, a seminar to talk about funding. Planning Easter Egg Hunt and Native Plant Event. Gillett Dental will come do a presentation on oral health, also planning to have a Pokémon party, and the annual report has been done. Time for summer reading program to be planned. Needle work club to be started and our police and library will host a National Night Out at the Library this year. August 1, 2023 at 5:30-7:30 at Library.
7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** No Report.
8. **Financial Report:** Clerk Treasurer
 - a. Updated Monthly Check Register Provided

MOTION: Rudie/Spaulding

Motion to approve January 2023 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-

From the Chiefs Desk; Gillett Police Department: 137 incidents January 2023

This past month I attended the new WI Chiefs and Sheriffs training event hosted by the WI Department of Justice. The goal of this professional development course is familiarizing newly appointed/elected personnel with the required practices and available resources, tools, and support to remain compliances and increase the successes in their new roles. Topics discussed included public records handling, officer involved critical incidents, recruiting and hiring, evidence management, budgets and grants, school safety initiatives, mandatory policy and procedure maintenance, media strategies, discipline and internal investigations, labor relations, legal updates from the WI Department of Justice and the United States Attorney's Office, and mandatory federal and state data reporting requirements.

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Gillett Area Ambulance has offered to include our department in their bi annual CPR/AED Certification training. Gillett Police continues to have an incredible working relationship Gillett Area Ambulance and we appreciate them for always inviting us for these training opportunities.

As a reminder, on February 22, 2023, from 6pm-10pm, the Oconto County Emergency Management will be hosting an ASHER (ACTIVE SHOOTER HOSTILE EVENT RESPONSE) event at the Gillett High School. The raining will include Fire, EMS, Police, and members of school administration staff. The event will cover an array of topics including designated safe zones, building structure limitations, tactical response considerations, emergency responder staging, and media release protocols.

I am excited to announce the return of the National Night Out event, August 1, 2023, from 5:30pm-7:30pm, here in the City of Gillett! I have reached out to the Gillett City Library and they have graciously offered to be a hosting partner! We hope the venue will draw more attention to the library and he downtown area of the city. City of Gillett Librarian Shannon Stoner and I are in the planning stages and have been reaching out to local groups/organizations for donations and support. If anyone is interested in assisting, please reach out to Shannon or myself.

Along with the National Night Out event, the Gillett City Library will be hosting a children's Summer reading series featuring guest presenters from our local first responder teams: the Gillett City Fire Department, Gillett Area Ambulance, and Gillett City Police Department.

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

- a. Discussion on Training, Public Relations, and Incident Summary Report- Chief Excused -Will Report on January and February in March.

11. **Health, Protection and License Committee Report:** Alderperson Blaser

- a. Discussion and Possible Action on Special Event Permit for Finnegan Lake Walleye Club and Roy Hubbard Memorial Truck Show, Oconto County Steak Fry, and Oconto County Fair

MOTION: Mohr/Spaulding

Motion to approve the Special Event Permit for Finnegan Lake Walleye Club, Roy Hubbard Memorial Truck Show, Oconto County Fair, and Steak Fry pending proof of insurance.

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

- b. Discussion and Possible Action on Dollar General Class A Fermented Malt Beverage and Tobacco License - Dolgen Corp LLC DBA Dollar General Store 24181; Agent-John Greene, 217 N McKenzie Ave, Gillett, WI 54124

MOTION: Stroik/Spaulding

Motion to approve Dollar General Class A Fermented Malt Beverage and Tobacco License - Dolgen Corp LLC DBA Dollar General Store 24181; Agent-John Greene, 217 N McKenzie Ave, Gillett, WI 54124

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

- c. Discussion and Possible Action on Jessica Beaumia Chicken Application at 108 N Richmond Ave.

MOTION: Stroik/Rudie

Motion to approve Jessica Beaumia at 108 N Richmond Avenue for a Permit to Keep Chickens.

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

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12. **Board of Public Works Committee Report:** Utility/Public Works Department Head Ron Anderson stated the truck with the broken frame was sold on GovDeals. New door put on the garage, old door was rusting through. Upgraded heater also put in the shop. Tagged doors for not shoveling sidewalks. Ongoing garbage cans issues with the garbage truck crushing them or dropping them too hard and breaking them. They are crediting our bill, but the problem still persists.
- a. Discussion and Possible Action on hiring Public Works Department Head
MOTION: Mohr/Blaser
Motion to approve hiring Nathan Anderson for Public Works Department Head.
Roll Call Vote: Mohr, Blaser, Stroik, Gildemeister Voting Aye -Spaulding and Rudie Nay-
MOTION CARRIED
13. **Utility Committee Report:** Utility/Public Works Department Head Ron Anderson stated Northport is having back up issues, camerad down Mirro drive sewer, finding nothing to disturb the line but they are still backing up. May have to dig up line in spring to find the problem.
- a. Discussion and Possible Action on hiring Assistant Utility Operator – Leave Lay.
14. **Finance and Personnel Committee Report:** Alderperson Rudie- auditors asked us to update our fund balance policy, will hold a meeting.
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 the Delinquent Personal Property Tax bills have been sent out. The City of Gillett’s Audit was this week, it went well and Kerber Rose had all the items ready for them that were previously asked for so the workdays went smooth. I attended Election training this morning with Chief Inspector Leone Christensen in Clintonville; we are upgrading our paper poll books to electronic poll books called Badger Books. They are not connected to the internet, very safe, and make the poll books cleaner for less error. They do not allow a signature to be missed and verify addresses. Election Day is February 21, 2023.
18. **Attorneys Report:** Hinkfuss, Sickel, Petitjean, & Weiting Attorneys at Law- No Report.
19. **Mayor's Report:** Mayor McCarthy – Gillett School is holding a benefit for their student Liam Britzke. February 23, 2023 basketball game benefit at 5:45 pm. Busy finding funding for our playground equipment upgrade and the Reimer property we purchased.
20. **Adjourn** at 6:35 PM
MOTION: Rudie/Spaulding
Motion to adjourn.
Voice Vote: All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson