

CITY OF GILLETT COMMON COUNCIL

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

**THURSDAY, DECEMBER 7, 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, Clerk Treasurer Chelsea Anderson, Alderpersons Irene Drake, Nanette Mohr, Jerry Luther, and Jon Gildemeister, Ashley VanStraten, Fire Chief Assistant Tim Via, Librarian Shannon Stoner, Public Works Foreman Nate Anderson, Utility Operator Ron Anderson, Ayres Engineers Craig Schuh and Alisa Stadler, Chamber of Commerce President Chris Byars, Public Kevin Smith, David Deland, and Jonathan Blaskowski. Times Herald Warren Bluhm. Excused: Police Chief Breitenbach

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **Public Input:** David Deland asked if Dollar Generals taxes would be more than the three houses that were there and torn down- Yes, was approximately worth \$140,000, worth \$700,000 now.
4. Discussion & possible action on minutes for November 2, 2023
MOTION: Drake/Mohr
Motion to approve minutes from November 2, 2023
Voice Vote: All Voting Aye - **MOTION CARRIED**
5. **CDA Report:** Alderperson Mohr – no report.

6. **Library Report:** Librarian Shannon Stoner- Library Director Report
December 2023

1. Programming

A.Sew-cial Club: Oct. 19 from 12-2 pm

B.Webinar in December for Summer Reading 2024: Adventure Begins at Your Library

C.Mitten Tree to get Christmas presents for local family in need

D.Newsletter to be released end of December

a.Essential oil infused bracelet with Barb Heneken on Friday, Jan.26 at 2 pm

b.Valentine program to make cards for Serenity Gardens residents.

c.Souper Bowl on Thursday, February 8 4-6 pm

d.Beginning to plan the Youth Art Exhibit 2024

e.Tuesday, March 19 from 5-6, but would like to do 5-7 pm. We are having kids from Gillett Schools display art in the Community Center. I also contacted the Special education teachers to gauge their students' interest in participating in this event. I would plan to play classical music, serve coffee and tea and finger sandwiches. The goal is to make it look like a real exhibit.

f.Spring Market still being planned.

g.Planning Summer events has begun.

E.Our Children's Museum of Green Bay Passes are in, catalogued, and ready for checkout! I have contacted the Neville Museum and National Railroad Museum to see if they can offer a similar pass or a pass at reduced rate. Neville says we can purchase a family pass and use that. The National Railroad Museum said they were looking to work with libraries to offer passes. They are looking into providing those soon.

F.Our Alzheimer's, Dementia, and Autism kits are available for checkout!

2.Children's Area Updating. We are adding a new carpet, chairs, and footstools in bright colors to make it more inviting and fun environment.

3. Library Planning Committee

i. Committee members did a straw vote regarding representative preferences for consolidation or joint. The vote was in favor of joint rather than county consolidated. This allows us more autonomy to keep our boards and keep local control.

ii. The Library will become a department of the county, cost for libraries will be spread equally across the county.

4. Policy

i. We must revise our Service Animal Policy. We cannot legally ask for certification for animals in the library.

Proposed Change: Animals, except those used to aid persons with disabilities, are not permitted in the Library, except as part of a Library-sponsored program. Animals may not be left unattended on the library property. Animals must remain on a leash at all times on library property and are expected to be under control by their owners at all times.

5. Letter: Ann and I helped a family member track down her Gillett family who settled here in the 1890's. We connected her with the Gillett Historical Society as well for further info. She sent us this email as a thank you for helping her out.

7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Chamber of Commerce Chris Byars stated they had their annual meeting in November. Successful first year in existence . 32 members are a part of the chamber. Looking ahead to spring-clean up, garden walk, Homecoming and harvest days, and more events. Looking to create more partnerships. Asked if the City would be donating money to the Chamber, City said any events we are more than willing to help, but the City will not be giving our Tourism and Marketing Budget to the Chamber all at once. The City would like to see the events and donate as they happen.

a. Discussion and Possible Action on Tourism & Marketing Commission recommendations

MOTION: Drake/Mohr

Motion to approve Jerry Luther and Chris Byars to Tourism and Marketing.

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

8. **Financial Report:** Clerk Treasurer

a. Updated Monthly Check Register Provided-

MOTION: Mohr/Drake

Motion to approve November 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 Chief's Desk;

Gillett Police Department/ 158 incidents/ November 2023

This month Officer Hoeft attended the NWTC Detective Academy. This training has been attended by other members of our department and has been found to greatly improve the attendee's skills. The academy serves to distinguish the difference between patrol and investigations, case management, interview/interrogation, crime scene management, evidence recovery, search warrants/subpoenas,

courtroom survival/tips and officer wellness and surviving a career in investigations. Because of our limited size and budget we must conduct our own investigations and the information found in these type trainings is crucial for a successful investigation.

I have received word from Baycom Communications that our new portable radios should arrive by the end of this month.

I continue to research grant opportunities that will help to eliminate some of the burdens brought on by the newest budget cuts. If anyone knows of any local area businesses or corporations that offer grant programs please feel free to contact me at the police department!

I attended the annual Christmas in the Park event at Zippel Park. The turnout was great and I heard many positive comments about the day! I wish to extend a huge thank you to all of the groups that have invested their time and resources to provide this for our community!

I regret to inform the council that Officer Buettner has accepted a position with the New London Police Department. Officer Buettner will remain with us throughout the month December. Officer Buettner's hard work and dedication to her cases, records management, and evidence reorganization has been exemplary! Officer Buettner will be missed! That being said I will need to immediately begin the process of posting for her position. The two previously mentioned part-time candidates will be placed on the full time applicant list. The hiring/training process is labor and time intensive and depending on an applicant's skills and abilities, it could be 5-6 months before they would be able to take shifts on their own. Finding a qualified veteran officer is very difficult in this current market. Nearly 150 law enforcement agencies are currently searching for officers. On a positive note Officer Harrison is expecting to return to active duty in January.

10. Fire Department Report:

- a. Discussion on Training, Public Relations, and Incident Summary Report- Fire Chief Assistant Tim Via reported they had 4 fire calls, lift assist, gas leak, structure fire Oconto Falls, and Seneca alarm. Two new members will be attending NWTC to get their certification.

11. Health, Protection and License Committee Report:

- a. Discussion and Possible Action on Picnic License for Finnegan Lake Walleye Club

MOTION: Drake/Mohr

Motion to approve Picnic License for Finnegan Lake Walleye Club.

Voice Vote: All Voting Aye - MOTION CARRIED

- b. Discussion and Possible Action on Operator License for Linda Hougas and Jennifer McNabb

MOTION: Drake/Mohr

Motion to approve operator's license for Linda Hougas and Jennifer McNabb

Voice Vote: All Voting Aye - MOTION CARRIED

- 12. Board of Public Works Committee Report:** Ayres Engineers Craig Schuh and Alisa Stadler gave a presentation on Washington Street with before and after pictures. It was a 2.6 million dollar project.

They will be back next spring for landscaping. Public Works Foreman Nate Anderson said they have cleaned up 2 snow falls already and it is going well. Leaf pick up was done at the end of November. New skid steer should be arriving next week from the USDA 50/50 grant.

13. **Utility Committee Report:** Utility Operator Ron Anderson stated they had found some water leaks in the SCADA system and are trying to trace them, found them originating at Seneca. Waiting for new meters to come in to replace old ones, ordered security cameras for utility garage, waiting for them to be delivered so we can install. Also waiting for new SCADA parts. Would like to look at roads Pine and Cedar to loop into our water system (dead ends now) before the start of the State HWY 22 project so they can have water during the construction project. As of now, it would be extremely hard to get temporary water to them.

14. **Finance and Personnel Committee Report:** Alderperson Mohr

- a. Discussion and Possible Action on 2024 Budget

MOTION: Luther/Drake

Motion to approve the 2024 budget.

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

- b. Discussion and Possible Action on Washington Street Loan- No Action Taken

- c. Discussion and Possible Action on Accounting Firm

MOTION: Drake/Luther

Motion to approve Konkel Accounting for 2024.

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

- d. Discussion and Possible Action on City Attorney Law Firm

MOTION: Drake/Luther

Motion to approve going to Conway, Olejniczak and Jerry, SC

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

- e. Discussion & possible action on Mayor's election inspector appointments for a two year term: Carol Swim, Betty Bubolz, Theresa Nelson, Kevin Smith, Autumn Covert, Jane Frederick, Leone Christensen, Joann Finnell, Jerry Luther, Judy Dimmick, and Marie Blaser.

MOTION: Drake/Mohr

Motion to approve Carol Swim, Betty Bubolz, Theresa Nelson, Kevin Smith, Autumn Covert, Jane Frederick, Leone Christensen, Joann Finnell, Jerry Luther, Judy Dimmick, and Marie Blaser as election inspectors for a 2-year term.

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

15. **Park and Cemetery Committee Report:**

- a. Discussion and Possible Action on Special Event Permit for Finnegan Lake Walleye Club Fishing Derby on February 24, 2024

MOTION: Mohr/Luther

Motion to approve Special Event Permit for Finnegan Lake Walleye Club Fishing Derby on February 24, 2024.

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

16. **Planning Committee Report:** No Report

17. **Clerk Treasurer's Report:** Clerk Treasurer stated the tax bill letters went out today with the help of Norm and Kathy. We included the calendar of garbage pickup, leaf pickup, and chipping. It also included a flyer of our new Spring Clean up Day. Nomination papers can be circulated and handed into the clerk's office by January 2, 2024. Kerber Rose will be preparing our Levy Limit and Tax Increment worksheet, Statement of Taxes, and Mill Rate Worksheet tomorrow. I will be in touch with them so when they finish, I can send it to the County.

18. **Attorneys Report:** No Report

19. **Mayor's Report:** Mayor McCarthy thanked council and all the departments for a great year.

20. **Adjourn** at 6:55 PM

MOTION: Mohr/Luther

Motion to adjourn.

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

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson