

**CITY OF GILLETT**  
**PARKS AND CEMETERY COMMITTEE**  
Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124  
**WEDNESDAY, APRIL 24, 2024 AT 4:30 PM**  
**MINUTES**

Committee may deviate from the agenda as needed

**Chairperson Luther** called the meeting to order at 4:30 PM.

**Roll Call**

**Present:** Alderperson Jerry Luther, Ashley VanStraten, and David Bunker  
Alderpersons Irene Drake, Sandra Hubbard, and Nanette Mohr. Mayor Jon Blaskowski, Clerk  
Treasurer Chelsea Anderson, Public Works Foreman Nate Anderson, Police Chief Shane  
Breitenbach, Oconto County Youth Fair Debbie Woods and Jake Kasten, and Art Bahr from  
MSA Engineering.

**Open Meeting Law has been complied with.**

**Public Input –None**

**AGENDA ITEMS:**

1. Discussion and Possible Action on Minutes from March 7, 2024

**MOTION: VanStraten/Luther**

*Motion to approve the minutes from March 7, 2024*

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

2. Discussion and Possible Action on Oconto County Youth Fair Association Fence Application, Track Extension, and parcel issue with State of WI building application-  
The new show ring canopy by the beef barn would be built over two parcels. The State denied the permit because of this. The City Attorney made a draft Lease Amendment stating all the parcels Zippel Park is on are included in their lease, hoping this satisfies the state building codes. The Fair Board is also looking to extend the pulling track to accommodate competition length pulls, they want to add a fence around the extension before it is done so it doesn't need to be moved later, and add a fence by the guard rail and cement blocks (in between stands and track) to help keep children and all patrons safe. Water lines, electric, and cat5 (internet) cables are buried right behind the pulling track back up area. With an extension, those lines would be built over, and the track would be getting close to the City Hall back garage. Snowmobile traffic needs to be able to access the gas station through that route. Need Fair Board to measure the width that would be left for snowmobile access, we require 12 feet. Committee also asked the Fair Board to mark the area so the committee can visual see where the fence and track would be.

**MOTION: VanStraten/Bunker**

*Motion to approve the addition of a fence to the end of the bleachers, to approve the lease amendment to the Oconto County Youth Fair Lease with an expiration date of 2044, and for the Fair Board to pay the attorney fees for this lease.*

Voice Vote: All Ayes **MOTION CARRIED**

3. Discussion and Possible Action on New Playground for Zippel Park, including placement, equipment, and grants-  
Grants:  
Art Bahr from MSA Professional Services stated he would really like to have a chance to get money for the City of Gillett. The City could work as the general contractor to save money. There was a change to the Stewardship grant and they now require engineering. The overall cost for engineering now will be \$65,000-70,000, but it is grant eligible dollars.

Art stated it would be impossible to complete a 2024 Stewardship/LWCF application by May 1<sup>st</sup> and have it be awarded enough points to be competitive. There just is not enough time to develop the attachments and partnerships that are needed to earn the scoring points. This grant would have to be put off until May of 2025 for submitting. To get maximum point values the Stewardship application now requires that engineering be completed to the 30% mark. This does add some extra work and will increase the cost for next years applications. The charitable donation ones I'd do for \$1500 each. The City could do each of the foundation grants. USDA prefers to work with the client over a consultant. The Kubota grant is very hard to get awarded, they only award 4 or 5 nationwide.

My family's roots are in Gillett, my parents both went to school there. I remember getting my glasses and yearly exam done by the eye doctor that used to be on Main. My dad used to buy his car at Zahn's.

MSA has a very competitive win rate with it comes to recreation grants. Last year I completed 7 Stewardship applications and was awarded 6 of them. In 2022 I completed 7 applications and had a 100%-win success. In 2021 I won 6 of 8 stewardship grants. Through the CDBG-CV program I was awarded 4 park projects. A 100%-win rate. I have also been the first at attaining CDBG-PF funding for Park Projects. One was in Shawano; one is in Park Falls. \$1.2 million MSA found for the Bridge replacement in TID money for the City.

Playground:

The committee looked over playground equipment decisions based on last meeting. Color scheme A. Change round roofs to pointed peaks, replace tire swing with Rockscape Arch, switch spinner piece to a Vistatree top 5. Ask Minnesota Playground to design the playground.

4. Discussion and Possible Action on Park Rental Agreement- complaint regarding events renting the park and being in charge of opening, closing, and cleaning the park bathrooms.

**MOTION: VanStraten/Bunker**

*Motion to approve city attorney adding language in the Park Rental Agreement for Events that they are in charge of taking care of the bathrooms, opening, closing, and cleaning.*

**Voice Vote: All Ayes MOTION CARRIED**

5. Discussion and Possible Action on Seneca park- look into cost of land.
6. Set Next Meeting Date- Parks and Cemetery Committee at 5:00 pm on May 2, 2024.
7. Adjournment at 6:14 PM.

**MOTION: VanStraten/Luther**

*Motion to adjourn.*

**Voice Vote: All Ayes MOTION CARRIED**

Respectfully Submitted  
Clerk Treasurer Chelsea Anderson