

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, MARCH 7, 2024 AT 6:00 PM MINUTES

1. Acting Mayor Mohr called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.

Roll Call

Present: Clerk Treasurer Chelsea Anderson, Alderpersons Irene Drake, Nanette Mohr, Jerry Luther, Ashley VanStraten, Public Works Foreman Nate Anderson, Police Chief Shane Breitenbach, Fire Chief Kurt Hicks, Ayres and Associates Engineer Craig Schuh, Gerald Wendt, Dennis Heise, David DeLand, Kevin Smith, Times Herald Warren Bluhm, and Jonathan Blaskowski. Librarian Shannon Stoner and Utility Operator Ron Anderson are excused.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **Public Input:** Alderperson Luther asked if we could add a public input at the end of the meeting. Mr. DeLand asked what the ordinance is for dilapidated housing. Police Chief will look into the address and the housing standards ordinance.
4. Discussion & possible action on minutes for February 1, 2024
MOTION: Drake/VanStraten
Motion to approve minutes from February 1, 2024
Voice Vote: All Voting Aye - **MOTION CARRIED**
5. **CDA Report:** Alderperson Mohr – no report.
6. **Library Report:** Librarian Shannon Stoner- Library Director Report
March 2024 Library Director Report
 1. We cut our subscription to Green Bay Press Gazette from \$71 to \$42. We will get Wed, Thurs, Friday and Sunday editions.
 2. Spring Market- April 26 from 5-7 pm. Vendor space still available Summer Market starts June 6th.
 3. Youth Art Exhibition will be at The Gillett Public Library Community Center on Tuesday, March 19th from 5-7 pm. About 30 middle and high school students will display their art.
 4. We have Free State Park Passes again.
 5. Programming

Working with the Children's Museum to schedule spring and summer events

Bug Tussel will be offering tech classes in the spring and summer for adults. They offer such classes as how to work a smartphone, computer, how to protect your identity online.

March Events

Monday, March 4: ADRC: Caregiver Support Group, 2-3 pm

Tuesday, March 12: St. Patrick's Day Story time, 11 am-12 pm

Wednesday, March 13: Gardening Workshop w/ UW Extension, Community Center, 5-6 pm

Tuesday, March 19: Youth Art Exhibition, Community Center, 5-7 pm

Monday, March 25-Thursday, March 28: Peep-le's Choice Diorama Contest, Gillett Public Library.

Thursday, March 28: GED/Job Assistance, Gillett Public Library, 10:30 am-12 pm

Pathfinder and Community Board games still on Wednesdays from 1:30-3 pm

We are still holding our Summer Market in the summer starting in June

National Night Out Plans are still continuing. We have secured Homegrown for the band again, Tattooed Mannequin as a face painter (We are looking for another face painter, so if you know anyone who is interested, please have them contact the library at 920-855-6224.)

We are doing the Peep-le's Choice Contest again. Peep dioramas are due Friday, March 22 and voting takes place from Monday, March 25 through 28th. Dioramas can be book, library, movie, or Gillett related.

7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** No Report.

8. **Financial Report:** Clerk Treasurer – Remind Tax Incremental District 2 closing payment is coming due soon, approximately \$230,000.

a. Updated Monthly Check Register Provided

MOTION: Luther/Drake

Motion to approve February 2024 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 / 105 incidents / February 2024

This past month I attended the winter WI Chiefs of Police Training Conference event hosted by the WI Chiefs of Police Association. The conference assists police leaders throughout the state with educating chiefs on the ever-changing law enforcement environment. Topics discussed included major critical incident response, officer wellness and suicide prevention, police department staffing struggles, and legal updates from the WI Department of Justice, WI Attorney General's Office. This month Officer Hoeft attended the 2024 Active Threat Integrated Response Conference held in Lake Geneva. The conference covered topics such as School Safety, Violent Event Incident Management, Terrorism Trends and Tactics, Rescue Task Force, and multiple mass casualty events including Highland Park School, Decatur Township Federal Express, Tops Market Shooting, Nashville Covenant School Shooting, Manchester Arena Bombing, and the San Bernadino Terrorist attack.

Since re-posting for the open officer positions, we have received 2 additional applications for the part-time officer positions. The application process is open until the end of this month. I am hoping to start initial background processes for these candidates this coming week. I am hopefully optimistic that we will be able to move forward quickly with hiring after the April elections.

On a more positive note, I, along with help from the Gillett Public Works Department, have been working on the install of the new video surveillance system. We are approximately 50% completed with the install. This system is a major improvement from the existing system and we are looking forward to completion sometime later this month.

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

a. Discussion on Training, Public Relations, and Incident Summary Report- One call for last month, a Lift Assist. Recruiting many firefighters that are eager to join and learn. Workers Comp Audit was completed. Toured Seneca Foods for training. Seneca implemented a new program for the fire alarms to try to fix the false alarm calls because heat sensors were triggering often in the previous system.

11. **Health, Protection and License Committee Report:** Alderperson VanStraten stated we have been having regular meetings. Once we get a full council and mayor, we will have a meeting to discuss the Teamsters Contract and hiring a third officer.

12. **Board of Public Works Committee Report: Alderperson Luther-** Alderperson Luther stated the State called him in regards to the church corner on HWY 22. They have set up vibration equipment on the corner. They are testing and making a report to know if they can correct curve of the corner. Public Works Foreman Nate Anderson stated they helped utility with new bathroom in utility garage. They have all the new logos on the trucks. They had sweeper out to clean up the debris from Aspland trimming trees for We Energies. They installed a new light on flagpole in front of City Hall, new lights for the walkway coming into City Hall, and put up the new Police Department cameras.

13. **Utility Committee Report:** Utility Operator Ron Anderson wrote a report:
The utility has been busy with some minor projects; the second bathroom has been completed in the utility building and is handicap accessible. The city logos are on all the utility trucks and equipment so now residents know who we are. The interim financing for the construction project will be closed this month with USDA and the grant money has been applied to the sewer portion of loan balance. We are still waiting for equipment to upgrade the SCADA system; it might be in by the time I retire. We have had some old equipment failures in a couple of pump houses, so they have been upgraded. We climbed the water tower for our annual inspection, and I couldn't get Tyler to stand on top of it with me. He said he was ok with not coming out there. We will be looking at someone to wash the tower and touch up some flaking paint. Our spring lawn maintenance is almost done, and most of our equipment is ready for the year. The roof at pump house 2 on Foelker Street will be redone as shingles were torn off from winds last year. Working on getting hydrant markers on and bad ones replaced. Other than daily things that's it, have a great evening.

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

a. Discussion & possible action on Ordinance adoption of commercial building codes

MOTION: Drake/VanStraten

Motion to approve Ordinance 21.8 Adoption of Commercial Building Codes.

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

b. Discussion & possible action on Resolutions for closing interim loans-

A Resolution Authorizing the Issuance and Sale of \$463,000 Sewerage System Mortgage Revenue Bonds of the City of Gillett, Oconto County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds

A Resolution Authorizing the Issuance and Sale of \$729,000 Water System Mortgage Revenue Bonds of the City of Gillett, Oconto County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds

MOTION: Drake/Luther

Motion to approve A Resolution Authorizing the Issuance and Sale of \$463,000 Sewerage System Mortgage Revenue Bonds of the City of Gillett, Oconto County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds -Resolution Number 3-2024.

Motion to approve A Resolution Authorizing the Issuance and Sale of \$729,000 Water System Mortgage Revenue Bonds of the City of Gillett, Oconto County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds -Resolution Number 2-2024.

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

15. **Park and Cemetery Committee Report:** Alderperson Luther stated we are planning and developing a new playground and applying for grants for the new equipment. We have \$20,000 in savings and donations from others such as a donation of cement from Gillett Cement, benches made by L&N Metal Works, money donation from Seneca Foods, and a money donation from Cliff's Inc. We are applying for grants. Our goal is \$750,000.

a. Discussion & possible action on Resolution 1-2024 Outdoor Recreation Aids

MOTION: Drake/Luther

Motion to suspend Roberts Rules of Order for a citizen to ask a question.

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

Mr. Heise asked if Gillet Cement will donate the cement and labor? The committee stated it will be the cement, not including labor.

MOTION: Drake/Luther

Motion to return to Roberts Rules of Order.

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

MOTION: Drake/VanStraten

Motion to approve the Resolution 1-2024 Outdoor Recreation Aids

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

16. **Planning Committee Report:**

a. Discussion & possible action on New Garage Build 120 S Lake Street Pecha

MOTION: Drake/Luther

Motion to approve the new garage build for Mr. Pecha at 120 S Lake Street.

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

17. **Clerk Treasurer's Report:** Clerk Treasurer stated Konkel Accounting started last January and is having a hard time with Payroll and has not started a bank reconciliation. Clerk will monitor their work and hope to see improvement. Our old copiers lease was up and we had a new copier dropped off. It has a large learning curve, nothing prints the same, and many things come out upside down and backwards. Dog's licenses and Chicken Permits are coming due March 31. A reminder was put in the Times Herald, Facebook and the City Website.

18. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law- No Report- Excused

19. **Mayor's Report:** No Report

20. **Adjourn** at 7:30 PM

MOTION: Drake/VanStraten

Motion to adjourn.

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

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson