

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, MAY 2, 2024 AT 6:00 PM

MINUTES

1. Mayor Blaskowski called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.
Roll Call
Present: Mayor Jon Blaskowski, Clerk Treasurer Chelsea Anderson, Alderpersons Nanette Mohr, Irene Drake, Jerry Luther, Ashley VanStraten, Sandra Hubbard, David Bunker, Utility Operator Ron Anderson, Public Works Foreman Nate Anderson, Police Chief Shane Breitenbach, Fire Chief Kurt Hicks, City Attorney Robert Gagan, Times Herald Warren Bluhm, Ayres and Associates Trace Hubbard, Chamber of Commerce Chris Byars, Public Deanna Smith, Jon Gildemeister and Kevin Smith. Librarian Shannon Stoner is excused.
2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **Public Input:** None
4. Discussion & possible action on minutes for Common Council April 4, 2024 and Reorganizational Meeting April 16, 2024
MOTION: Drake/Mohr
Motion to approve minutes from April 4 and April 16, 2024
Voice Vote: All Voting Aye - **MOTION CARRIED**
5. **CDA Report:** Alderperson Mohr and Bunker- No Meeting. Looking for a community project. Will contact all members and set up a meeting.
6. **Library Report:** Library Director Report- April 2024
 1. Spring Market- April 26 from 5-7 pm. Vendor space still available Summer Market starts June 6th.
 2. 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.
 3. Library Surveys are going well.
 4. Taking a Continuing Education Class on Trauma Informed Care in Libraries
 5. I'll be going to WAPL next week.
 6. Summer Market still taking applications.
 7. Newsletter coming out next week for May-August 2024
 8. Library Planning Committee Update
 - a. Consolidation was turned down and the Directors have been tasked to come up with a new funding formula for our 2025-2029 plan. We've been meeting weekly on Mondays over Microsoft Teams to figure out how to make sure everyone can have the best outcome.
 9. Programming
 - a. Working with the Children's Museum to schedule spring and summer events and May Events

Tuesday, May 2nd, 4:30-5:30 pm DIY Sourdough with The Rustic Oven

Tuesday, May 8th, 4:30-5:30 pm DIY Bracelets

Thursday, May 9 and 23rd, 12-2 pm Sewcial Club! Bring your sewing project!

Tuesday, May 16, Canva 101. 5-6 pm: Learn the basics of Canva

Recurrent Programs

Monday (May 6, 13, 20): Aging Mastery

Wednesdays (Not May 1): 1:30-3 pm: Pathfinder & Community Board Games

Fridays (May 3, 10, 17, 24) 9-10:30 am: ADRC: Boost Your Brain & Memory

7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther stated he will set up a meeting as they have a couple big items to talk about including the 2026 Highway Road Construction project/access to local businesses and will also look at ways for tourism to come into Oconto County next year during the NFL draft. Chamber President Byars stated the Spring Clean Up for the Chamber is this weekend along with the City's. Next year the Chamber would like to work better with the City to coordinate the event to make it easier for all. Byars thanked Public Works for opening the garbage bins for disposing their trash for the cleanup.
8. **Financial Report:** Clerk Treasurer – The City has no physical payment for Tax Increment District 2 closing to other taxing jurisdictions. The final loss for the city is \$177,000 and is recorded as an entry in our accounting program. The entry is a transfer from our general fund to cover the loss in our TID fund. No actual money is transferred. This final audit and entry is completed by our auditors, Hawkins Ash CPAs.
 - a. Updated Monthly Check Register Provided
MOTION: Drake/Luther
Motion to approve April 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 / 100 incidents / April 2024
 I have received word from Baycom Communications that our new portable radios have arrived and are in the process of being programmed. The expectant delivery date is sometime next week. For those of you who are not aware, these units were acquired through ARPA funds and do not affect the city budget!

The new police department copier has arrived and we are awaiting schedule availability for bringing the unit online and into our network.

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

The Gillett Police Department hosted the bi-annual National Drug Takeback Day on April 27 from 10am-2pm. Nearly 32 lbs. of medications was collected. These medications were delivered to the northern region drop off site located at the WI State Patrol, Wausau post. The collected medications are turned over to the United States Drug Enforcement Agency for proper disposal. This event is in addition to our daily drug takeback drop box which is located in the police department lobby.

With the improving weather, we at the Gillett Police Department have been aggressively addressing the garbage, junk, and litter issues throughout the city. We have been informing citizens of local assistance resources and spring cleanup events. Anyone with questions on how to dispose of electrical items, please contact city hall or the police department. A resource has been found that will take those electrical items without disposal fees.

Discussions and meetings have been continuing on the possibility of the creation and implementation of an SRO program in the Gillett School District. Program costs estimates have been submitted and grant funding options are being considered. The proposed funding option would be a program called FUND 80. The Police School Resource Officer Program (SRO) is not part of the educational program it serves to support the educational environment as a whole. The SRO program is set up to address community issues which include investigations and assessment of problems and concerns of a community-wide nature. The cost of the SRO Program would be split between the City and the School District.

Later this month the City of Gillett Health Protection & Licensing Committee will be discussing and possibly taking action on hiring for the vacant full time officer position. All those interested in attending, please continue to watch for official notification of time and date for the meeting.

10. Fire Department Report: Fire Chief Hicks

- a. Discussion on Training, Public Relations, and Incident Summary Report- 5 calls, April 11 fire alarm in Gillett, 15th vehicle rollover Gillett EMS, 25th structure fire, 25th grass fire Underhill, May 2 lift assist with Gillett EMS.

Training, refresher course next Tuesday for the firefighters. Saturday will be training at Iron Horse and working on extraction. GAFA (Gillett Area Firefighters Association) is working on setting up their fundraiser, a Golf Outing, August 10, 2024.

- 11. Health, Protection and License Committee Report: Alderperson VanStraten** – the committee is currently waiting for a decision from the Gillett School District on their decision if the school want to hire a School Resource Officer, and if they would ask the County or City to supply the officer. The committee is working on getting the Police Department fully staffed. There will be two meetings this month.

- 12. Board of Public Works Committee Report: Alderperson Drake-** Public Works Foreman Nate Anderson stated there was a lot of chipping in April from the winter storm. The salt shed is full for next year, all loads were dropped off this month. Got five new cameras set up the in Zippel Park from the ARPA money from the State. The compost center is now open, hours for now are 7a-330p work days until the camera is installed, then will be open 7a to 8p, every day. Starting road-patching but the weather/rain will put a pause to that. Driveways are being replaced on Washington Street from the Washington Street Project that were not up to standards; new patches around the manholes to raise them were completed as well. All winter equipment is clean and put away.

- 13. Utility Committee Report:** Utility Operator Ron Anderson stated they started to upgrade the SCADA system parts we ordered last September. Many features are the same but brand new hardware; the features that did change have been improved immensely. The storm that took out the hauler station at the wastewater treatment plant is now fixed and up and running. It was covered by insurance. Couple other fixtures have also been updated such as a check valve and surge protector. CMAR (Compliance Maintenance Annual Report) needs to be done soon, it is a report card for the waste water treatment plant. In addition, the CCR Annual Drinking Water Quality Report needs to be done and sent out. A lot of work lined up for this summer. Utility will start planning for the Highway 22 project.

14. **Finance and Personnel Committee Report:** Alderperson Hubbard- No Report. Meetings will be as needed.
15. **Park and Cemetery Committee Report:** Alderperson Luther stated the committee met with fair board to look at measurements prior to this meeting. Fair board will meet to go over our needs for a contract to extend the pulling track.
 - a. Discussion & possible action on 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 giving permission to build on multiple parcels, and for the Fair Board to pay the attorney fees for this lease**MOTION: Drake/VanStraten**
Motion to approve the lease for the fair and the installation of the 4 foot fence inside the track.
Roll Call Vote: All Voting Aye - **MOTION CARRIED**
16. **Planning Committee Report:** Alderperson Bunker- No Report- Alderperson Bunker introduced himself and stated he will have a meeting when items arise.
17. **Clerk Treasurer's Report:** Clerk Treasurer stated Liquor and Tobacco renewal forms were sent to all license holders and will be returned to me for the June Council Meeting. I have submitted the State and Local Fiscal Recovery Funds report; the report needed the City to obligate the funds by 12/31/2024. All funds have been obligated for the clerk bullet resistant window, Zippel Park cameras, fire truck, and police radios.
Public Works and Utility have been working on the construction in the clerk's office. Soon they will be putting in a new door and opening up the current window area to accommodate a bullet resistant window with two workstations.
18. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law- City Attorney Robert Gagan introduced himself and stated his specialty is municipal law and appreciates working with us. He was hired the start of this year and has completed many tasks that were behind from our previous firm, and reminded us he is always available for questions.
19. **Public Input: None**
20. **Mayor's Report:** Mayor Blaskowski introduced himself and said he was elected to City Council in April and is very excited to get started. He stated he stopped in at City Hall a couple times to gather information and wanted to give a shout out to Clerk Chelsea Anderson for answering all his questions. Mayor said he is looking forward to working with council and all the departments. All committees are full including Tourism and Marketing Commission and Community Development Authority.
21. **Adjourn at 6:48 PM**
MOTION: Luther/VanStraten
Motion to adjourn.
Voice Vote: All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson