

**CITY OF GILLETT**  
**PARKS AND CEMETERY COMMITTEE**  
Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124  
**TUESDAY, JULY 30, 2024 AT 6:20 PM**  
**MINUTES**

Committee may deviate from the agenda as needed

**Chairperson Luther** called the meeting to order at 6:20 PM.

**Roll Call**

**Present:** Alderperson Jerry Luther and Ashley VanStraten  
Alderpersons Sandra Hubbard, Irene Drake, and Nanette Mohr. Mayor Jon Blaskowski, Utility Operator Ron Anderson and Clerk Treasurer Chelsea Anderson. David Bunker is excused.

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

**Public Input –None**

**AGENDA ITEMS:**

1. Discussion and Possible Action on Minutes from May 23 and July 10, 2024

**MOTION: VanStraten/Luther**

*Motion to approve the minutes from May 23 and July 10, 2024*

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

2. Discussion and Possible Action on Fourth of July Invoice- Water usage and Barricade Delivery fee was invoiced and paid for in the past. The barricade and cones agreement is new. Clerk had some examples of invoices from 2018, 2019, 2020, 2023 and 2024 showing the invoices for water usage, meter fees, wages reimbursement, and park supplies. I can go back farther if you need. In the previous invoices, we charged wages for having an employee (or employees) work during the event for the barricades, and we have charged meter fees, I did not put meter fees in the 2024 invoice. The committee thought it was fair to charge the delivery fee for the barricades, or we could charge for wages like in the past. Below is previous council approved motions.

The water meters are read the day the park is rented and the last day the park is rented. That includes all bathrooms, even the trailhead. June 2, 2022

**- Park and Cemetery Committee Report: -**

- a. Discussion and Possible Action on Trailhead -cannot be shut down during events. Effective immediately.

**MOTION: Stroik/Rudie**

- b. *Trailhead cannot be shut down during events. Effective immediately.*

**Roll Call Vote:** All voting Aye – **MOTION CARRIED**

At the 3-23-23 meeting the 4<sup>th</sup> of July Committee stated they were concerned about the barricade use, because it was talked about to not give ours out, then in the meeting it was mentioned to make a rental agreement.

After that meeting our attorney made an agreement that we approved in the 5-4-23 Council Meeting. In no meeting was is stated that we would not charge the 4<sup>th</sup> of July. The Council wants to be fair, and if we would not charge the 4<sup>th</sup> of July, then we should not charge any of the clubs for the delivery fee or wages for working and delivering cones or barricades.

April 6, 2024- **Park and Cemetery Committee Report:** Alderperson Gildemeister- Met with Utility/Public Works Department Head Ron Anderson on park rental policy and fees. Made a rough draft on the zoning of the park with specific fees. Proposal will be discussed on April 27<sup>th</sup> at the Parks

Meeting. Issue with lending out cones and barricades: Cones and barricades keep getting lost/stolen or damaged. Cones do not all get returned, we have to pick them up and drop off. Our name is on those barricades, does that make up liable if an accident happened? Need to make a policy on these items.

May 4, 2023 Council Meeting- **Park and Cemetery Committee Report:** Alderperson Gildemeister-

- c. Discussion and Possible Action on park rental fee being \$150 per event, no special event permit fee, and barricade and cones rental deposit of \$150.00

**MOTION: Luther/Drake**

*Motion to approve the park rental fee/security deposit being \$150 per event, no special event permit fee, and barricade and cones rental deposit of \$150.00*

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

#### **April 27, 2023 Parks Minutes**

Discussion and Possible Action on Park Rental Form/Special Event Form and Fees- Gary spoke that we need to help the organizations and asked we do not use them to build our budget. Organizations asked questions about the fees. Barricade and cones will have a deposit down to be rented or used.

**MOTION: Luther/Mohr**

*Cones and barricades deposit down of \$150, plus \$100-dollar delivery fee.*

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

3. Discussion and Possible Action on Cemetery Stone- Daniel Isaacson owns 002 H First Addition lot. Marian Neuman donated it to him. Isaac and his sister Cindy Loken are the only living relatives of the plot owners Edward and Marian Neuman. There are two open lots next to Isaac and he has asked for permission to become the legal owner of them. Committee asked to have a letter from Cindy approving this decision and to keep it on file at City Hall.
4. Discussion and Possible Action on Zippel Park Playground Project and 501c3 and donations-  
**MOTION: Luther/VanStraten**  
*Motion to approve becoming a 501c3 -US Internal Revenue Code that allows for federal tax exemption of nonprofit organizations that meet the requirement*  
Voice Vote: All Voting Aye – **MOTION CARRIED**  
**MOTION: VanStraten/Luther**  
*Motion to approve MSA Engineering Professional Services for our Zippel Park Playground Project.*  
Voice Vote: All Voting Aye – **MOTION CARRIED**
5. Set Next Meeting Date: To Be Determined
6. Adjournment at 6:55 PM.  
**MOTION: VanStraten/Luther**  
*Motion to adjourn.*  
**Voice Vote: All Ayes MOTION CARRIED**

Respectfully Submitted  
Clerk Treasurer Chelsea Anderson