

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, AUGUST 1, 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, Deputy Clerk Treasurer Lisa 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, Librarian Shannon Stoner, and City Attorney Robert Gagan.

Public: School Superintendent Nathan Hanson, New Media Warren Bluhm, Chris Byars, and Kevin Smith

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **Public Input:** Nathan Hanson introduced himself as the new School Superintendent. He said that he planned on attending meetings in case anyone has questions about what's happening at the school. He also stated he was sticking around for discussion on the school having a School Resource Officer.

4. Discussion & possible action on minutes from July 10, 2024

MOTION: Drake/Mohr

Motion to approve minutes from July 10, 2024

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

5. **CDA Report:** Alderperson Mohr and Bunker- Alderperson Mohr said we just had a CDA meeting at 4:00 prior to council. There were a lot of ideas/brainstorming. We had ideas with Gillett School District. Next meeting is September 5 @ 4:30

6. **Library Report:** Library Director Report- August 2024 Library Director Report
2025 Budget is complete.

Programming

Senior exercise classes will be held in the Gillett Library Community Center on Thursday mornings from 8-8:45 am. These are provided by Jenny, a PT from Suring Health and Rehabilitation center.

Friday, August 2, 10:30-11:30am: Farming Adventure

National Night Out on **Tuesday, August 6 from 5:30-7:30 pm** in the Ebenreiter Square at the Gillett Library. The VFW will be doing ice cream sundaes and we'll have a casserole contest with \$5 entry.

All funds this year will benefit the Gillett Fire Department.

This year's event will include: Homegrown (band), Tattooed Mannequin (face painting), VFW/Legion (Ice Cream Sundaes), OJ's pies, Taco Truck, Balloon Artist, EMS vehicles, Eagle III and tractor rides to Zippel Park, Casserole Contest \$5 entry, GACC Cookout, Women's Club table, Marinette & Oconto County Literacy Council (they do ESL English classes at our library), Flagstar, Dunk Tank, Cheese by Saputo, and Raffle

Thursday, August 8, 6-8 pm: Railroading Through Oconto County with National RR Museum

Friday, August 9, 10:30-11:30 am: Gillett Historical Society Story time

Thursday, August 15, 5-6 pm: 2025-2029 Library Services Public Hearing-(explains how libraries are funded)

Friday, August 16: Scouting Story time

Tuesday, August 20: 10-11 am: Pottery of the Past with Children's Museum of GB

Wednesday, August 21, 6-7:30 pm: Bug Tussel Internet Safety Class

Thursday, August 22, 5-6 pm: Soap Class

7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther stated the Chamber of Commerce had the garden walk. It was home tour and garden walk; it went well. They did not have a regular meeting in July, it was very busy month. Alderperson Luther asked Chamber member Chris Byars if he had anything to add? He said they were planning for the National Night Out. One thing that was brought to them was community organizations that would like to fund raise for food at that. Chris said National Night Out is asking for food vendors. Looking ahead to the Forever fund which folded into the Gillett Area Chamber of Commerce. Going through the process of figuring out the ways of dissolution of the LLC of Revitalize Gillett rolling them into their organization with an accountant. Preparing for Homecoming/ Harvest Days. Homecoming is October 11th. There is going to be a five day raffle. Tickets will be on sale for \$10. First day they will draw winners who receive \$50 dollars, then progressively go up to a \$500 prize. Giving away a total of \$1000.00. Each day we will be a drawing at a business -video will be on Facebook. Final \$500 drawing will be done during halftime the night of homecoming. Hopefully it will get more people in the stands!

8. **Financial Report:** Clerk Treasurer – Updated Monthly Check Register Provided
MOTION: Luther/Drake
Motion to approve July 2024 Check Register.
Roll Call Vote: All Voting Aye - **MOTION CARRIED**

9. **Police Department Report:** Police Chief Breitenbach- From the Chief's Desk;
 Gillett Police Department \ 145 incidents \ July 2024
 The WI State Patrol assisted with providing additional manpower during the Gillett 4th of July Celebration Parade due to our shortage of department staff. The Gillett Police Department wishes to thank the WI State Patrol for the assistance. If anyone has any questions, comments, or would like to assist with next year's parade, please contact the police department for more information.

A few months ago I became a certified TIM (Traffic Incident Management) instructor. I along with EMS Director Tracy Ondik and Gillett City Fire Chief Kurt Hicks, are beginning the initial planning stages of hosting a TIM training event for our local first responder departments. This type of training stresses the importance of scene safety during a critical event. With so many new staff on all of our departments, it's important that we spend time and train together making sure everyone knows what their expected responsibilities and duties are during an emergency type incident.

I have received some updates in regards to the creation of the proposed Gillett School District full-time School Resource Officer program for the Gillett School District. On July 31st I attended the Ad Hoc SRO Committee meeting at the Gillett School District Library. Gillett School District Superintendent Dr. Nathan Hanson provided me with a job description for the SRO position plus a Request for Proposal for the SRO program. The school district will be reviewing the proposals from prior to their August 15th meeting. The school will also be sending out a short survey to the residents of the school district requesting their input on several items.

The Gillett City Kennel building, located at the Gillett Municipal Water Treatment Plant, is in major disrepair and will need to be replaced. This facility is utilized to temporarily house stray dogs and for the safe keeping of dogs in the event of a death/vehicle crash, etc. I will begin researching replacement building options.

Gillett Library Director Stoner and I continue preparing for the National Night Out event. We are less than a week away! Again, if anyone is interested in donating to or assisting with the event please contact me or Gillett City Library Director Shannon Stoner. After Chief Breitenbach gave his report he stated he gave council a proposal for the School Resource Officer. School Superintendent Nate Hanson is present to answer any questions. Alderperson Drake asked what is going to be done about discipline on the buses. Dr. Hanson said SRO wouldn't be primary person in that. He stated that they have to do a better job with discipline in school and let students know behavior expectations. Have a heavier hand. Riding a school bus is not right it is a privilege.

10. Fire Department Report: Fire Chief Hicks

- a. Discussion on Training, Public Relations, and Incident Summary Report- Fire Chief Kurt Hicks said there were 7 fire calls. On July 15 they had a MABAS call with Oconto Falls. Also on that day removed a person from a silo. On July 18th they had 2 Seneca alarms. July 21st Lift Assist with Gillett EMS. July 26th Serenity Gardens alarm. July 27th Seneca alarm. Training is ongoing. They have a full roster on the fire department of 25 people. A lot of young people which is encouraging. Events: 25 kids toured the Fire Station with the summer school program. Looking forward to National Night Out. Golf outing is August 10th. Chief Hicks stated that as fire chief he highly supports the SRO. He said that with their continued active shooter training and the things that can occur. He said that he has grandchildren in school that have a SRO officer.

11. Health, Protection and License Committee Report: Alderperson Vanstraten – Going to have several meetings between August and September for HPL.

12. Board of Public Works Committee Report: Alderperson Drake- Public Works Foreman Nate Anderson stated other than our everyday things, we have been working in office for four weeks getting window prepped to be measured. Window should be here in a month.

13. Utility Committee Report: Alderperson Mohr- Utility Operator Ron Anderson

- a. Discussion and Possible Action on committee recommendation to request bids for engineering on Highway 22 project, bids will be sealed, due on the August 22, 2024 by 4:00 pm, public meeting August 26, 2024 at 5:30 pm to open bids.

MOTION: Drake/Luther

Motion to approve requesting bids for the engineering of the Highway 22 project, bids will be sealed, due on the August 22, 2024 by 4:00 pm, public meeting August 26, 2024 at 5:30 pm to open bids. Notice will be in the Times Herald.

Voice Vote: All Ayes MOTION CARRIED

- b. Discussion and Possible Action on committee recommendation to approve KA Commercial Trucks, LLC for \$12,400 for a steel service body truck box.

MOTION: Drake/Vanstraten

Motion to KA Commercial Trucks, LLC for \$12,400 for a steel service body truck box, using insurance claim money of \$2,639.93 and the rest from Utility Savings Account.

Roll Call Vote: All Ayes MOTION CARRIED

Utility Operator Ron Anderson stated the Water Audit went really well passed it with excellence. Our wastewater report had to be done by July 1st he just got information back from the DNR we did good on that also. The construction project on Washington Street is winding down. We got 3 pay

request sheets, Ron said he has to get them submitted to Ayres. Negotiations will have to start. Ron stated that we were paying for things we should not of like waiting for pipe and excess labor on Washington Street. Emergency Management Hazardous accepted all our response plans everything he had for all the well stations. We have a very dangerous chemical chlorine gas. Ron said he did put in for a rate increase in to the PSC it was accepted. It will go into effect September 17th at 4.1%.It was published in the Times Herald and it was on the City website. We have to start increasing- we have an expensive project coming up next year we need to cover the costs. Waiting to hear back about overflow pipe for Well 4 reservoir. Ron also talked about working up in the office, window in Chelsea’s room is getting replaced also. Ron said it’s been over a year waiting for water meters and face protector for the waste water plant.

14. Finance and Personnel Committee Report: Alderperson Hubbard

a. Discussion and Possible Action on Accounting Firm. Alderperson Hubbard stated that their other three firms that the Clerk has to contact. One being Kerber Rose who was our accounting firm prior.

15. Park and Cemetery Committee Report: Alderperson Luther

a. Discussion and Possible Action on the sale of 548 E Washington Street to Eric Anderson for \$5,000 dollars

MOTION: Drake/Vanstraten

Motion to approve the sale of 548 E Foelker Street to Eric Anderson for \$5,000.

Roll Call Vote: All Ayes **MOTION CARRIED**

b. Discussion and Possible Action on approving MSA Engineering Professional Services for the Zippel Park Playground Project

MOTION: VanStraten/Hubbard

Motion to approve MSA Engineering Professional Services for the Zippel Park Playground Project

Voice Vote: All Ayes **MOTION CARRIED**

c. Discussion and Possible Action on becoming a 501c3 -US Internal Revenue Code that allows for federal tax exemption of nonprofit organizations that meet the requirement

MOTION: Drake/Mohr

Motion to become a 501c3 -US Internal Revenue Code that allows for federal tax exemption of nonprofit organizations that meet the requirement

Voice Vote: All Ayes **MOTION CARRIED**

16. Planning Committee Report: Alderperson Bunker stated we reviewed a variance for L&N Metal works. They purchased the property to the east of them. They want the city to change it from residential to commercial zoning. We did a variance. The house will remain.

17. Clerk Treasurer’s Report: Deputy Clerk Treasurer stated our Attorney sent out 3 letters to City well water owners to complete their well permit, it is past due. They have until August 16, 2024 to turn in their well inspection report.

18. Attorneys Report: Conway, Olejniczak, and Jerry S.C. Attorneys at Law- City Attorney Robert Gagan stated he was preparing a deed for the Seneca Park Property. The 501c3 question was discussed by the Attorney. Cost is \$700 to set up the 501c3.Assisting Chelsea with any questions.

19. **Public Input: None**

20. **Mayor's Report:** Mayor Blaskowski stated he thinks we need to keep a connection with the school. Get something started with the SRO program. He feels we need to give a competitive response to the program. It will benefit the city working together. Having the officer available for the summer months interacting with the kids. Keep a connection with school, public, and city council.

21. **Adjourn** at 7:00 PM

MOTION: Luther/Drake

Motion to adjourn.

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

Respectfully Submitted,
Deputy Clerk Treasurer Lisa Anderson