

# CITY OF GILLETT COMMON COUNCIL

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

**THURSDAY, SEPTEMBER 5, 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, Librarian Shannon Stoner, City Attorney Robert Gagan. Public Kelly Roberts, Warren Blum Times Herald, Norm Finnel, Joanne Finnell, Leone Christensen, Kevin Smith, Theresa Nelson, Chris Byars, and Shirley Hinze: running for 6<sup>th</sup> District.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**

3. **Public Input:** Kelly Roberts, manager of the apartments on Robinhood Lane, was concerned of some problems. ATV's going very fast down the road, kids, dogs, and elderly all around the area. Atv's park in the way of apartments designated parking spots.

Theresa Nelson, Chief inspector on election board, concerns of the coming election. Thinking it will be very busy and wanting help with Election Day registrations and wanting more security throughout the day.

4. Discussion on Highway 22 Project Information- Shirley Hinze is offering her help on the HWY 22 project. She stated she has the ability to reach out to WIS DOT on our concerns. Utility will go through the year before and need to fix the roads before the highway comes through to do a total reconstruct. Water and sewer department is supposed to lay 7 inches of asphalt, adding \$50-100,000 more for something that gets tore out in less than a year. Asking for 3 inch. WIS DOT wants it done one year ahead of time for trench settlement.

5. Discussion & possible action on minutes from August 1, 2024

## **MOTION: Drake/Mohr**

*Motion to approve minutes from August 1, 2024*

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

6. **CDA Report:** Alderperson Mohr and Bunker- Meeting just before council TEDCOR Jayme Sellen discussed housing development and housing needs with us. We will be discussing leads on properties and possible developments at our next meeting, October 3, 2024 at 4:30.

7. **Library Report:** Library Director Report- September 2024 Library Director Report

NNO Raised \$753 for Gillett Fire Department

New newsletter is available for viewing on our website, [www.gilpubliclibrary.org](http://www.gilpubliclibrary.org)

## Programming

- a. Tuesday, September 17: **5-6 pm:** Safe Kids Oconto County- The Oconto County Department of Public Health will be at the Gillett Public Library on **Tuesday, September 17th from 5-6 pm** to ensure your child's carseat is installed properly in your car and ensure it will keep your child safe. Please bring your child, the seat they currently use, and your vehicle. No appointment is needed and car seats will be available onsite for those in need. For any questions, call 920-834-7000
- b. Wednesday, September 18: Air Dry Clay Seed Mosaic Craft

- c. For Halloween, we are going to be collecting gently used and clean Halloween costumes. Drop off your gently used and clean children's costumes at the Gillett Public Library starting September 17th. Pick out a new costume during the month of October. We hope this will relieve some financial burden on parents and recycle those costumes that kids have outgrown.
  - d. Christy and I have decided to continue our Community Market past October 24<sup>th</sup>. The market will change in Winter and Spring to one Thursday in the month instead of every week. In November, the market will take place inside the Community Center on Thursday, November 14th only. In December, the market will take place on Thursday, December 12th only. December 12 will be a special Holiday Shopping Experience. Raffles will be in November and December and baskets will be donated by the vendors. Every market will feature local vendors and crafters.
  - e. Coffee with a Cop is Wednesday, October 2 from 11 am to 12 pm. Enjoy some coffee with a cop and light snacks.
8. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther talked about room tax and the opportunity to join with the surrounding areas. Chamber of Commerce now has a Forever Fund and accepting applications to help beautify the city in the commercial district. Harvest Fest is in October. Byars stated they received a construction packet from Bonduel, will look it over to see how we can help our community with our HWY 22 project with this type of communication.
9. **Financial Report:** Clerk Treasurer – Updated Monthly Check Register Provided  
**MOTION: Luther/Mohr**  
*Motion to approve August 2024 Check Register.*  
**Roll Call Vote:** All Voting Aye - **MOTION CARRIED**

10. **Police Department Report:** Police Chief Breitenbach read letter from Dennis Hornik thanking Officer Hoeft for changing his car tire in a time of need.  
 Gillett Police Department \ 151 incidents \ August 2024  
 I regret to inform the council that Officer Hoeft has accepted a position with the Oconto County Sheriff's Office. Officer Hoeft will remain with us through most of the month of September. Officer Hoeft's hard work and dedication to this department and the citizens of Gillett has been nothing short of exemplary! He will be missed! Our current part-time Officers, Braun and Kurtz were advised of Officer Hoeft's departure and our both interested in the position. Upon completion of their field training process, both officers will have their performance reviewed for consideration for the position.

Officers Braun is well into her Field Training Program and Officer Kurtz has recently begun her Field Training Program as well. Both officers have been doing well and I'm expecting their solid performance to continue. With the departure of Officer Hoeft, we will be losing a Field Training Officer. Because of this, Officer Hull will be attending Field Training Officer School at FVTC at the end of the month. Officer Hull will be taking over the monthly IBR (Incident Based Reporting) and Use of Force Reports currently handled by Officer Hoeft. These two reporting items are required by state and federal agencies. Officer Hoeft will be assisting in making sure Officer Hull is trained up and ready to assume these roles.

I have updates in regards to the creation of the proposed Gillett School District full-time school resource officer program for the Gillett School District. During the August Gillett School Board Meeting, the SRO program was accepted and the Oconto County Sheriff's Office was selected to provide the School Resource Officer. Earlier in the month of August the Gillett City Council elected to withdraw from consideration for providing the school resource officer. The Gillett School District and the Oconto County

Sheriff's Office will continue establishing the program and hope to see an officer in place sometime in the next few months.

Thanks to all that who helped make the National Night Out 2024 a success! You could not have asked for a better evening! We look forward to seeing everyone next year for NNO 2025! The planning has already begun! The funds raised during the event were donated to the City of Gillett Fire Department. If anyone is interested in donating to or assisting with planning for next year's event please let us know!

Another year as come and gone for the Oconto County Youth Fair. The fairgrounds had no major incidents for the week! During the fair weekend, the WI State Patrol assisted with providing additional manpower. The Gillett Police Department wishes to thank the WI State Patrol for the assistance given in our times of need!

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

- a. Discussion on Training, Public Relations, and Incident Summary Report- car accident Main Street, fire call for carbon monoxide, fire call on Elm for electrical fire in ceiling, fire alarm and Serenity Garden.

Thank you for people involved in NNO. Awesome to see Eagle III come in and appreciate the money donated to the department. We did training and hose testing this past Tuesday, set the trucks up, run the trucks, and run the pumps, get a great understanding of the general layout and learn about it the trucks and parts. Participated in Suring Labor Day parade. Still in the process of establishing a wellness and health program, a program we have to do every year. Possibility to co-op with Underhill, both would need an assessment done. This is mandated by State firefighters association.

**12. Health, Protection and License Committee Report:** Alderperson VanStraten –

- a. Discussion and Possible Action On La Mexicana Class A License

**Class B Fermented Malt Beverage & Class B Liquor**

La Mexicana Class A 100 N Lake Ave, Gillett WI 54124

**MOTION: Drake/Mohr**

*Motion to approve the alcohol license for La Mexicana.*

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

- b. Discussion and Possible Action on Exterior Lighting Ordinance

**MOTION: Mohr/Drake**

*Motion to approve the Exterior Lighting Ordinance.*

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

- c. Discussion and Possible Action on Chicken Ordinance Amendment

**MOTION: Luther/Drake**

*Motion to approve the amendment to the Chicken Ordinance*

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

- d. Discussion and Possible Action on Chicken Permit 308 Orchard Circle Gillett

**MOTION: Hubbard/Bunker**

*Motion to deny the chicken permit until the ducks are removed from the premises.*

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

13. **Board of Public Works Committee Report: Alderperson Drake-** Public Works Foreman Nate Anderson stated they have been street sweeping, putting up new signs, and adding no parking signs to problem areas. Helped utility with a couple projects. Seneca Park has been moved and the swings are up, benches have arrived today with picnic tables, need to be concreted in. Office window will be put in on September 16, 2024.
  
14. **Utility Committee Report: Alderperson Mohr-** Utility Operator Ron stated the electric valve on well 2 failed and has been replaced. With the help of Public Works, reservoir 4 plastic pipe on overflow had to be changed to duckbill iron. PLC Jetters got all sewer jetting done; will also camera all sewer laterals for the high way project. This will help save money, so we only will put in services that we need. It will also help the engineers pinpoint exactly what we need. Started working with USDA and will file interim financing application soon. State trust fund has the better setup for our financing. Switching out the box on the utility truck to service box. Got auto shut off meters put into two homes. Click of a button on the computer to shut off the water valve for no payments.
  - a. Discussion & possible action hiring on Engineering Firm for Highway 22 Water and Sewer Project  
**MOTION: Drake/VanStraten**  
*Motion to approve Robert E Lee bid of \$348,100 for the engineering for HWY 22 Water and Sewer Project.*  
**Roll Call Vote:** All Voting Aye - **MOTION CARRIED**
  
15. **Finance and Personnel Committee Report:** Alderperson Hubbard budget meeting set up for September 25, 2024 at 4:30pm.
  - a. Discussion and possible action on Accounting Firm  
**MOTION: Luther/VanStraten**  
*Motion to approve Kerber Rose as the City of Gillett Accounting Firm.*  
**Roll Call Vote:** All Voting Aye - **MOTION CARRIED**
  
  - b. Discussion and Possible Action on Workhorse Remote Access  
**MOTION: VanStraten/Mohr**  
*Motion to approve the remote access and payroll portal.*  
**Roll Call Vote:** All Voting Aye - **MOTION CARRIED**
  
16. **Park and Cemetery Committee Report:** Alderperson Luther stated working on 5013c for park grants.
  
17. **Planning Committee Report:** Alderperson Bunker
  - a. Discussion and Possible action on variance for L&N Metal Works rear yard requirement  
**MOTION: Luther/Mohr**  
*Motion to approve the variance for L&N Metal Works.*  
**Voice Vote:** All Voting Aye - **MOTION CARRIED**
  
18. **Clerk Treasurer's Report:** Clerk Treasurer stated Joint Review Board is planned for Thursday September 26, 2024 at 3:30 pm. Lisa and I will be attending the Court Clerk Conference in Wisconsin Dells next week; we are required to take this training every two years. Leone Christensen will be covering the office.

19. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law- City Attorney Robert Gagan stated will take care of 5013c.

20. **Public Input: None**

21. **Mayor's Report:** Mayor Blaskowski stated budget meeting in September. Thank you for getting preliminary budgets in.

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

**MOTION: Luther/Mohr**

*Motion to adjourn.*

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

Respectfully Submitted,  
Clerk Treasurer Chelsea Anderson