

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, OCTOBER 3, 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, Utility Operator Ron Anderson, Public Works Foreman Nate Anderson, Police Chief Shane Breitenbach, Fire Chief Kurt Hicks, and City Attorney Robert Gagan. Public Warren Blum Times Herald, Kevin Smith, Deanna Smith, and Michael Kohn. Librarian Shannon Stoner and Alderpersons Sandra Hubbard and David Bunker are excused.
2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **Public Input:** Michael Kohn wants to put up veteran banners at no cost to the City, talked to Hertee's Custom Printing about printing the banners. We still have hardware for our light polls and they can be used. Sent dimensions to Chamber of Commerce and will email to Michael.
4. Discussion & possible action on minutes from September 5, 2024
MOTION: Mohr/Drake
Motion to approve minutes from September 5, 2024
Voice Vote: All Voting Aye - **MOTION CARRIED**
5. **CDA Report:** Alderperson Mohr - Meeting just before council -discussed the 2025 proposed budgets.
6. **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
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. We will be at Harvest Days on Saturday, October 12. We are having an apple bar again as well as Take and Make projects for kids.
 - d. 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.
 - e. Christy and I have decided to continue our Community Market past October 24th. 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.

- f. Coffee with a Cop is Wednesday, October 2 from 11 am to 12 pm. Enjoy some coffee with a cop and light snacks.

Ann reported the GACC are discussing a new trail the city wishes to install in the city. They are considering putting a kiosk where people can rent skis and skates. They wish to know if we would be willing to donate our skates. I said if they wanted to rent the skates from us, they would have to get them through the week while we are open. If we wanted to donate them, I said I would probably need approval from the board since I am not sure if they were purchased with library money or donated. I pose the question:

-Would it be acceptable to donate our ice skates to the GACC?

I am getting quotes for our Parking Lot Resurfacing Project

The GACC was looking for a location to set up a free vegetable stand for people to bring harvest surplus. Someone is writing a grant for it and it supposedly will not be put up before Spring 2025.

Reviews for Christy and Ann are complete.

- g. Shawano: \$14.25-\$16 wages
- h. Oconto Falls: \$14-\$15 wages
- i. Suring: \$12.50 wages

- a. Discussion and Possible Action on Library Board School Representative appointed of Nathan Hanson Gillett School Superintendent and Library Board Member appointment of Tami McQuillan.

MOTION: Luther/Drake

Motion to approve Nathan Hanson, School Superintendent to Library Board as School Member, Tami McQuillan to Library Board as member from outside of city.

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

- 7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther stated Tourism and Marketing had discussion on the Discovery Guide advertisement, 2025 proposed budget, and the need for new ATV/Snowmobile trail signs.

- a. Discussion and Possible Action on Discovery Guide

MOTION: Luther/Mohr

Motion to approve buying two pages in the Discover Guide for advertising, Chamber of Commerce pays for 25 percent.

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

- 8. **Financial Report:** Clerk Treasurer – Updated Monthly Check Register Provided

MOTION: Mohr/VanStraten

Motion to approve September 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 \ 225 incidents \ September 2024

Officer Hull attended Field Training Officer School at Fox Valley Technical College. This five-day course covered all that is needed for a newly assigned FTO to be able to assume their new responsibilities immediately after completion of the course. The five-day course included items such as the Key Elements of Successful Field Training Officer Programs, Performance Evaluations, and Practicing Evaluation and Documentation. All instructions are re-enforced with Practical Individual/Group Exercises, Videos, Handouts, In-depth Discussions, Role Plays, Power Point

Presentations and Demonstration. Officer Hull began her new role as FTO this past weekend working with Officer Kurtz.

Officers Braun and Kurtz completed their firearm qualification requirements this month. I wish to thank Chief Kevin Schneider from the Village of Suring Police Department with the assistance on range day.

Oconto County Sheriff Todd Skarban informed me that the Gillett Police Department will be receiving one of several ballistic shields that his department has secured for the law enforcement community in Oconto County. Once the shield arrives we will have several training events on the proper application and limitations of the unit. This is another example of the importance and benefits of positive and supportive working relationships present throughout the Oconto County Law Enforcement community.

A few reminders for the rest of the month. On October 26th the Gillett Police Department will be hosting the Fall 2024 National Drug Takeback Day event. This special event will be held from 10am-2pm. Also the 2024 City of Gillett Halloween Trick or Treat event will be held on Halloween, October 31, from 4pm-6pm.

Tom Ammerman is our new Crossing Guard, thank you and happy to have him on board.

10. **Fire Department Report:** Fire Chief Hicks reported on 9-6-24 Underhill Auto aid, 9-12-24 Gillett EMS, 9-15 Seneca false alarm, 9-16 structure fire in Underhill, 9-16 relight structure fire MABAS call. Training October 1 toured both schools, high school and elementary, training on knowing the area. October 12 burning down a house in Oconto falls. Joint effort with MABAS units, will be many training opportunities during the process. October 15 regular meeting and joint meeting with Suring Underhill, and Gillett EMS, to debrief on last month's silo call. Going over procedures. October is fire prevention month, on the 9th kids coming from daycare to tour the trucks and have a program. 18th – instructing a program at the grade school, then high school, will do accounting drills on students and teachers. Trick or Treat will be October 31st from 4-6 pm.

11. **Health, Protection and License Committee Report:** Alderperson VanStraten –
 - a. Discussion and Possible Action on Chicken Permit 308 Orchard Circle Gillett
MOTION: Drake/Mohr
Motion to approve the chicken permit for Danielle Baumgarten.
Voice Vote: All Voting Aye - **MOTION CARRIED**
 - b. Discussion and Possible Action on Operator Licenses for Jody Bierhals, Tracy Delzer, and Tina Monzingo.
MOTION: Mohr/Luther
Motion to Operator Licenses for Jody Bierhals, Tracy Delzer, and Tina Monzingo.
Voice Vote: All Voting Aye - **MOTION CARRIED**

12. **Board of Public Works Committee Report: Alderperson Drake-** Public Works Foreman Nate Anderson stated they had a meeting yesterday. Working on quotes, location and size on a new cold storage building. Contract for garbage and recycling end December 31, 2025 we will get quotes on that next year. Parking Restrictions on Armstrong will be on next month's agenda. Robinhood Lane Dead End Issue, we will move Texas blocks at the end of the road to the east and install signage that it is a no thru street, so vehicles stop going on the grass to get around the block. Got leaf vacuum out and leaf pickup has started. We will look at extending the leaf pickup dates if there is a need for it. Wood chips were put at the new Seneca Park under the equipment. New concrete has been laid out in front of the Public Works garage doors, we redo one section each year until the parking lot is done.

13. **Utility Committee Report: Alderperson Mohr-** Utility Operator Ron stated they are busy in utility. Final pay request for the Washington Street project has been received. Signed off on final punch list. Working on Highway 22 project with new engineering firm. Going very well with Robert E Lee. Locked in 2% for loan and \$482,000 for grant money on sewer side for 2025 sewer project. Flushing hydrants next week. Purchased and received auto shut off meters, installing in all rental units. Getting quotes for 2025 to drain water tower, inspect and clean. Need to get proposal to DNR for approval. Updating a capital outlay plan for next 15 years for large projects and amounts.
14. **Finance and Personnel Committee Report:** Next meeting -October 23, 2024 at 4:30 pm.
15. **Park and Cemetery Committee Report:** Alderperson Luther stated working on 5013c for park grants; it is called the Friends of Gillett and will be done soon.
16. **Planning Committee Report:** Alderperson Bunker will be inspecting the whole city with the building inspector. They will be identifying code violations, and the city will work with owners to keep yards and homes safe.
17. **Clerk Treasurer's Report:** Clerk Treasurer stated the Winter Parking Notice will be in the Times Herald, on Facebook, and on our Website.
Winter Parking Regulations 19-3 Parking Restrictions
It is unlawful to park on any city street between the hours of 2:00 A.M. and 6:00 A.M. November 1st through April 1st.
 - This ordinance was enacted to allow the Street Department to plow snow unobstructed.
 - It is unlawful to cross plow snow or deposit snow in any city street.
 - Violators of this ordinance are ticketed by the Gillett Police Department and the vehicles may be towed at the owner's expense. The City crew makes every effort to plow the City streets as soon as the snowfall is over.All debt letters went out this week with a due date of November 4, if no payment is made, the debt will be put on the homeowners tax bill.
18. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law- City Attorney Robert Gagan- No Report.
19. **Public Input: None**
20. **Mayor's Report:** Mayor Blaskowski stated all departments are ready for the budget meeting, we are waiting on our accounting firm to get Finance the revenues for 2025 to balance the expenditures.
21. **Adjourn at 6:45 PM**
MOTION: Drake/Luther
Motion to adjourn.
Voice Vote: All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson