

# CITY OF GILLETT COMMON COUNCIL

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

**THURSDAY, DECEMBER 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, David Bunker, Utility Operator Ron Anderson, Utility Assistant Matt Wickman, Public Works Foreman Nate Anderson, and Police Chief Shane Breitenbach, Librarian Shannon Stoner. Public Warren Blum Times Herald, Kevin Smith, Debbie Rudie, Gillett School Board Jamie Heroux, and Chamber of Commerce Chris Byars. Fire Chief Kurt Hicks 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 from November 7, 2024

## **MOTION: Mohr/Drake**

*Motion to approve minutes from November 7, 2024*

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

5. **CDA Report:** Alderperson Mohr

- a. Discussion & possible action on Dissolving Community Development Authority

## **MOTION: Luther/VanStraten**

*Motion to dissolve the Community Development Authority.*

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

6. **Library Report:** December 2024 Library Director Report- Alderperson Drake reported they need to purchase a new furnace and two new air conditioners, all have been failing. Asking accountants how to use their Fund Balance.

Programming –

The market will take place inside the Community Center on Thursday, December 12  
Halloween costume exchange was well received.

We have a Little Free Pantry in our foyer for people who are in need. They can grab a bag and take anything they need to feed their family.

Planning Spring and Summer Reading Program 2025.

Science in a Bag was another huge hit this year. All our bags were gone in 4 days!

We collected gifts for local kids for We Believe.

Wrapping up 2024 and making sure that I have all the numbers I need for the annual report and reviewing programming numbers.

I am already planning for Summer Reading Program 2025. The theme is Color Our World (Art). Therefore, I am planning to explore different periods and mediums of art.

7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Chamber of Commerce Chris Byars stated they had their annual meeting and are in the midst of the snowman scavenger hunt. He stated he had been contacted by a circus wanting to come to Gillett, and would like to discuss the possibilities in a meeting.
8. **Financial Report:** Clerk Treasurer – Updated Monthly Check Register Provided  
**MOTION: Luther/Drake**  
*Motion to approve October and November Check Registers.*  
**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

Gillett Police Department / November 2024 / 249 incidents

Officer Hull and I continue with the field training activities of Officers Kurtz and Braun. Both officers are responding extremely well to the trainings. Later this month I am expecting the return of Eric Anderson to active officer duty. Officer Anderson is also a certified Field Training Officer and will be assisting with the new officers training program. Please be sure to give him a warm welcome back if you see him out and about!

This month members of our department will be attending several training events. CPR refresher and Squad Operations training will be held at the Gillett Area Ambulance garage. Two ASHER (Active Shooter Hostile Event Response) training events featuring the recently created Oconto County RTF (Rescue Task Force) will be held at the Gillett High School. During these events you will see a large first responder presence in the area. Mass casualties and other life threatening injuries that occur during a violent event, such as an active shooter event, present difficult situations for law enforcement and EMS/Fire/Rescue Services to address both the threat and quickly respond to the victim(s) in order to render aid and save lives. We as a joint emergency responder community recognized the need for the integration of law enforcement and EMS/Fire resources in order to provide life saving measures during an ongoing active shooter incident or similar event. Law enforcement provides a protection element for EMS/Fire personnel in order to get them directly to the injured person(s) for treatment and/or evacuation. This integration of law enforcement and EMS/Fire resources is recognized as the Rescue Task Force.

Sheriff Skarban has advised me that our new ballistic shield has arrived and is ready to be picked up. Sheriff Skarban has made it a goal of his to have ballistic shields available not only for the sheriff's office personal but available for all of the law enforcement agencies in Oconto County. This is another example of the mutual support that exists throughout the Oconto County Law Enforcement community. Thank you Sheriff Skarban! As we in law enforcement like to say, "Same Dream, Same Team."

After review of the current budgetary status of the police department funds, I will be able to purchase the required updated computers utilizing this year's funds thus reducing the negative impact on the 2025 budget.

10. **Fire Department Report:**
  - a. Discussion on Training, Public Relations, and Incident Summary Report  
Fire Calls 11-26-24 Alarm at Serenity Gardens.

Will have active shooter training session and Gillett High School next Wednesday, our Officers will be attending this exercise.

Had a joint meeting with Underhill to set up our training mode for 2025.

11. **Health, Protection and License Committee Report:** Alderperson
  - a. Discussion and Possible Action on School Resource Officer- Leave lay, Meeting Monday December 9, 2024 at 6:00 pm. Contract will be looked over, trial period of Jan 2, 2025-June 6, 2025.
  - b. Discussion and Possible Action on Full Time Police Officer Position- Leave Lay
  
12. **Board of Public Works Committee Report: Alderperson Drake-** Public Works Foreman Nate Anderson stated helped utility with a couple projects. Had a meeting for Public Works and added some leaf pickups in Spring and discussed the deterioration of the cold storage building. First snow of the year and we got the plows out and salted.
  - a. Discussion and Possible Action on Robinhood Lane Dead End- Leave Lay.
  - b. Discussion and Possible Action on Cold Storage Building- Sent back to committee for discussion.
  
13. **Utility Committee Report: Alderperson Mohr-** Chairperson Mohr stated Tyler Tennesen's last day is today. Operator Ron Anderson stated they rebuilt the lift station at the Wastewater Treatment Plant, we did this by replacing all the piping. Winterized hydrants that do not drain. Working with REL (Robert E Lee) for spring project of HWY 22 replacement of water and sewer. Working with We Energies for poll placement so we know where to place our water lines. State was sent plans, looking to start in April. Will have a utility meeting to go over interim financing through the State Trust Fund. Project will cost 4 million; we will receive \$480,000 on sewer grants, and have a clean water drinking loan to fund the water side. Water lines have been in since 1926 in HWY 22. After this project, we estimate that 60 percent of all lines have been replaced in the City of Gillett. Ron Anderson stated he will retire the end of January 2025. Council spoke out and told him he will be greatly missed.
  
14. **Finance and Personnel Committee Report:**
  - a. Discussion and Possible Action on 2025 Budget Amendment  
**MOTION: Drake/Mohr**  
*Motion to approve the 2025 budget amendment of \$152,170.00 to the levy. Resolution 8-2024.*  
**Roll Call Vote:** All Voting Aye – **MOTION CARRIED**
  
  - b. Discussion and Possible Action on City Hall Technology Firewall Upgrade  
**MOTION: Drake/VanStraten**  
*Motion to approve the Firewall Upgrade for \$2,367.28 from Oconto County with Heartland supplying the equipment.*  
**Roll Call Vote:** All Voting Aye – **MOTION CARRIED**  
  
**MOTION: Drake/Mohr**  
*Motion to approve the purchase of a \$3,753.00 Toughbook and \$1,300 for 2 desktops, not to exceed \$5,053.00, to be taken out of police department 2024 budget.*  
**Roll Call Vote:** All Voting Aye – **MOTION CARRIED**
  
  - c. Discussion and Possible Action on Police Overtime and Holiday Hours  
**MOTION: VanStraten/Luther**  
*Motion to approve changing the Employee Handbook to 84 hours for Police Department overtime pay, abiding by Section 7 (k) of the FLSA Law Enforcement and Fire Protection Employees under the Fair Labor Standards Act.*  
**Roll Call Vote:** All Voting Aye – **MOTION CARRIED**

**MOTION: VanStraten/Luther**

*Motion to approve changing the Employee Handbook to 8 Hours per Holiday Pay for all employees.*

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

- d. Discussion and Possible Action on 113 E Main tax bill- Owner passed away, large amount owned on the tax bill over many years. Have the family of the parcel call Oconto County to ask about their options.
15. **Park and Cemetery Committee Report:** Alderperson Luther
  - a. Discussion and Possible Action on Vibrant Spaces Grant Application Resolution  
**MOTION: Drake/Mohr**  
*Motion to approve Resolution 9-2024 Vibrant Spaces Application.*  
**Voice Vote:** All Voting Aye - **MOTION CARRIED**
16. **Planning Committee Report:** Alderperson Bunker – will be a meeting Monday December 9, 2024 after Health Protection and Licensing to discuss a new home build.
17. **Clerk Treasurer’s Report:** Clerk Treasurer stated tax bills should be sent out by December 20<sup>th</sup> by the County. Nomination papers are due January 7, 2024. Tourism and Marketing can up changed from 6 to 7 members by a vote passing Council.
18. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law- excused.
19. **Public Input:** Rudie commented she appreciated the Public Input being added at the end of the agenda.
20. **Mayor's Report:** Mayor Blaskowski stated he had a meeting with the 3 individuals who expressed interest in the Ward 2 position.
  - a. Discussion and Possible Action on appointing Mathew Young as Alderperson of Ward 2  
**MOTION: Drake/Mohr**  
*Motion to approve Matt Young to Alderperson Ward 2 and the committee assignments.*  
**Voice Vote:** All Voting Aye - **MOTION CARRIED**
21. **Adjourn at 6: 52 PM**  
**MOTION: Drake/VanStraten**  
*Motion to adjourn.*  
**Voice Vote:** All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,  
Clerk Treasurer Chelsea Anderson

