

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, JANUARY 2, 2025, 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, Utility Operator Matt Wichman, Police Chief Shane Breitenbach, Fire Chief Kurt Hicks, Librarian Shannon Stoner, and City Attorney Robert Gagan. New Media Warren Bluhm, Craig Schuch from Ayres Associates, Chris Byars and Kevin Smith Excused Nanette Mohr and Public Works Foreman Nate Anderson.

2. **Deputy Clerk informs the Council that the Open Meeting Law has been complied with. Roll call has been taken**

3. Public Input: Craig Schuch from Ayres Associates introduced himself. Craig stated how Ayres has worked with the City of Gillett for years on projects. He brought calendars for 2025. Part of what they do is put out calendar of projects they have done. The City of Gillett Washington Street project is in the 2025 calendar. He also brought cashews to share with employees and pocket calendars.

4. Discussion & possible action on minutes from December 5, 2024

MOTION: Drake/Vanstraten

Motion to approve minutes from December 5, 2024

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

5. **Park and Cemetery Committee Report:** Alderperson Luther stated that prior to this meeting the park playground project was discussed. Discussion was had about how to get money coming in to help fund it. How to make people aware of how they can help donate. Luther brought up web sites like Zeffy to donate at. They would pretty much have it ready for the next meeting. Looking to visit municipalities for donations. Art Bahr MSA is working on more grants. Also, in the meeting prior to the council meeting, Alderperson Luther stated that a grant was available through Oconto Electric for a grant. Information was forwarded to Art Bahr. Grant had to be applied for by February 17th.

6. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther stated we had a combination meeting with Parks and Cemetery prior to the meeting. Work with the Chamber of Commerce on signage for the 2026 road project. Signage would provide people with information on how to direct people during the road project. Members from the Chamber of Commerce and Tourism and Marketing were in attendance. Discussion was had about the signage where to put them and put on them. Chris Byars said that they will be having meetings. There are 6 members on the committee they formed. They are going to have meetings to discuss signage so people will be informed how to get to businesses. Chris said they also need to meet with Robert E. Lee where their signs are going.

- a. Discussion and possible action changing members of the CDA from 4 to 6 to 4 to 7 per our bylaws. Mayor Jon Blaskowski said because we are getting rid of the CDA committee and taking in extra members into Tourism and Marketing they need council to approve it.

MOTION: Drake/Luther

Motion to change the number of members on Tourism and Marketing from 4 to 6 to 4 to 7 members.

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

- b. Discussion and Possible action on the Circus. Alderperson Luther said Chris Byar is in contact with the company. He hasn't received an answer. Alderperson Luther said they would like approval from council that if he can get it set up between August 1st and August 15th they can get the \$290 from Tourism and Marketing.

MOTION: Luther/Drake

Approve Tourism and Marketing to get \$290 for set-up fee.

Voice Vote: All Voting Aye - MOTION CARRIED

7. Library Report: Library Director Report- January 2025

Programming:

Mitten Tree helped local families in need to get Christmas presents for their children.

Winter Break Survival Kits are available at the library. Each kit contains an activity book, candy, hot chocolate, and cup.

Newsletter is out for January -April 2025

Community Market on January 9. The market will be cancelled if the library is closed that day for snow or temperatures.

DIY Clay Creations: Come to the Gillett Public Library after Early Release on Wednesday, January 15th from 3-4 pm and make something special with clay. Will you make a clay pot with clay flowers?

A phone charger? A plate? It's up to you!

Bugtussle will host "Online Tax Basics" at the Gillett Library Community Center on Monday, February 3 from 3- 5 pm. Learn the basics of online tax filing, including the types of online tax filing services and what factors to consider. Get a glimpse of what filing taxes online looks like and what kinds of tech skills are needed to file taxes online. Understand the online tools and services available to help prepare taxes and safety measures that are in place. Also, learn about IRS-provided free tax filing programs and what some commercial online tax preparation software programs offer. This class is designed for technology users comfortable using the internet, smartphones, and computers.

Moderate tech experience is expected.

Project: Slime: Join The Children's Museum of Green Bay at Gillett Library Community Center on Wednesday, March 19 from 3:30-4:30 pm to learn about states of matter and make your slime.

Let's play away the winter blues with a Bluey Party at the Gillett Library Community Center on Thursday, March 27 from 11 am to 12 pm! Enjoy a Bluey-themed snack and activities! Build a robot to clean your room, play librarian, and shake those wiggles out with a game of Keepy Uppy!

Gillett Library will also host VITA this year. VITA provides free tax preparation.

Our Peep-le's Choice competition is back for another year! Make a book or library related diorama using peeps and our community will vote on the top two! Dioramas are due at the Gillett Public Library on April 1st. Voting will be from Monday, April 14 and voting will conclude on Thursday, April 17! Who will win the Peep-le's vote?

Gillett Library will also host VITA this year. VITA provides free tax preparation. Taking VITA tax appointments from February 6 through March 18 on Tuesdays

Annual report time! This year, we've had 1,600 more people use our library! We've had 9,435 people walk through our doors to use our services, 1,048 pickups, 768 reference questions, 1,010 people use our computers, and 2,129 make and take crafts put together by our Library Aides, Ann & Christy.

Librarian said one of the most popular questions is what is the number of the Gillett post Office?

Getting ready for summer reading programs. Looking for a photographer, artsy people and landscaping also.

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

MOTION: Luther/Drake

Motion to approve December 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 / 197 incidents / December 2024

This month Officers Braun, Kurtz and I attended the ASHER Oconto County Mass Critical Incident training event provided by Oconto County Emergency Management. The training was held at the Gillett Elementary School. This training event serves as a reminder of the incredible working relationships between all the countywide emergency responders. This group of individuals consisting of members of law enforcement, EMS, and fire personnel, concentrated on the use of specialized tactical teams that are to be utilized for the extraction of victims during a mass casualty event.

With a grant provided by the WI League of Municipalities, I was able to secure three LifeVac Choking Rescue Devices. Each of our patrol squads will be equipped with a kit and the remaining kit has been given to SRO Hull to keep with her on the Gillett School District Campus. This description was taken from the official LifeVac website;

“LifeVac is designed with a patented valve to prevent any air from exiting through the mask. This patented designed valve prevents air from pushing food or objects downward. This creates a one-way suction to remove the lodged food or object.”

As we move forward into January of 2025, you may notice some changes in how we will be providing police coverage. Officer Hull is now assigned to the Gillett School District as Gillett’s first School Resource Officer! Officers Anderson, Braun, Kurtz and I will be working varying shifts with emphasis on continuation of their field training programs while maintaining a daily police presence in the city. I am anticipating the transition of one of our part-time officers to full-time status next month, filling the vacancy created by the leaving of Officer Hoeft. I would like to thank Sheriff Skarban and the rest of the Oconto County Sheriff’s Office for their continued assistance with staffing as we work through re-establishing our department.

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

- a. Discussion on Training, Public Relations, and Incident Summary Report- Fire Chief Kurt Hicks said there were 4 fire calls. On 11/26 Alarm Serenity Garden, 11/28 Auto Aid Underhill brush fire, 12/16 Auto Aid carbon monoxide in Underhill, and Green Valley fire department MABAS call for a person stuck in silo. Training is set for 2025. 4 members applied for the Rescue Task Force team. These individuals would be going in with the police. One in front and one in the back. They are armed they would assist the police with securing the scene. On February 22nd from 8 to 3, MCI Responder Training with Oconto Falls Fire Department.

11. **Health, Protection and License Committee Report:** Alderperson Vanstraten – Alderperson Vanstraten said that the Dean of Students said Officer Ashley Hull school resource officer had a great first day, everything went well.

12. Board of Public Works Committee Report: Alderperson Drake-

a. Discussion and Possible action on garbage pickup day- Leave Lay

GFL our garbage/recycling collector would like to change day from Tuesday to Monday. It was approved contingent upon replacing the lids to determine which can it is. Public works foreman Nate Anderson was going to talk to them about damaged lids. He has been using lids and other parts from other bins. Alderperson Drake read report from Public Works Foreman Nate Anderson who was unable to be at the meeting. In the beginning of December we took apart the leaf vac and put a new lining in, it's ready for the Spring. They have been working on the library bathroom. A new toilet and sink will be installed soon in the library. We had our first snowstorm of the season and the equipment was working good. Christmas lights were put up and they will be taking them down next week. Working on Clerks office in between other work, it should be done soon.

13. Utility Committee Report: Alderperson Young- Alderperson Matt Young said he recently got a

tour of City Utilities thanks to Ron and Matt he said he has an appreciation for what they do. He urges others to do it. Utility head Ron Anderson turned the meeting over to the New Utility head after he retires, Matt Wichman. Matt said he is getting used to knowing the city through learning from Ron. Learning more every week. They assisted Public Works with snow removal, getting to know that. Ron and I did locates that needed to be done before the road project. Locates will be ongoing this summer. Matt said Ron got a call on Christmas Eve, customer had high water usage they knew about. The customer broke the handle off in the basement, the water couldn't be shut off. The curb box was damaged. They had to repair the curb box. Matt expressed he got experience from that.

14. Finance and Personnel Committee Report: Alderperson Mohr. Alderperson Mohr was excused from the meeting. The mayor said prior to the meeting the finance report was looked over by council with no issues.

15. Planning Committee Report: Alderperson Bunker stated about a month ago a person came in with a new build. This is at the end of Main Street. They were given updated parameters he didn't hear what they decided to do.

16. Clerk Treasurer's Report: Deputy Clerk Treasurer Lisa Anderson said that the office is busy with Tax payments coming in.

17. Attorneys Report: Conway, Olejniczak, and Jerry S.C. Attorneys at Law- City Attorney Robert Gagan stated the Waters Edge apartments were discussed at the last meeting with parking issues. He wrote a letter to their Attorney he got a response looking for solutions. He said Clerk Chelsea Anderson said there was vacant property kitty corner that could be a solution. He was going to get back to them on that. He will report back at the next meeting. He had two nuisance properties, one on Main Street, he said they cleaned it up. The other property is still being worked on. It may need to go through the municipal court process. Utility Operator Ron Anderson asked the Lawyer how he was doing on easement. Robert said he reached out to Jennifer at Robert E. Lee and hadn't heard back from her. He needed a diagram and legal from her. It will then be inserted into a document. He would reach out to her in the morning. The easement is for water line.

18. **Public Input: None**

19. **Mayor's Report:** Mayor Blaskowski stated nothing new. He won't be at the February meeting. If anyone needs anything contact Chelsea, she is good about contacting him.

20. **Adjourn** at 6:40 PM

MOTION: Luther/Drake

Motion to adjourn.

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

Respectfully Submitted,
Deputy Clerk Treasurer Lisa Anderson