

CITY OF GILLETT COMMON COUNCIL
PUBLIC HEARING MINUTES
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
THURSDAY, APRIL 3, 2025 AT 6:00 PM
MINUTES

1. Mayor Blaskowski called the meeting to order at 6:00 PM, Opened Public Hearing on Proposed Community Development Block Grant Application 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, Matt Young, Public Works Foreman Nate Anderson, Police Chief Shane Breitenbach, Fire Chief Kurt Hicks, City Attorney Robert Gagan, Librarian Shannon Stoner, MSA Professional Services Art Bahr, and Oconto County Time Herald Warren Bluhm. Public Michael Kohn, Kevin Smith, Keri Hicks, Dennis Heise, and Norm Finnell. Utility Operator Matt Wickman and David Bunker are excused.

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

Art Bahr from MSA Professional Services was present to discuss the CDBG Funding Program and take questions from those in attendance. The following topics were discussed:

Basic overview of the CDBG Program

CDBG was enacted through the Housing and Community Development Act of 1974. The Wisconsin Department of Administration (DOA) has administered CDBG funds since 1982; its goals include benefit to LMI (low- and moderate-income) households; targets funding to areas of greatest need; housing, public facilities and economic development.

Total CDBG funds (including anticipated revolving loan funds) available for housing, public facilities and economic development.

DOA historically receives approximately \$20 million (general estimate) per year for housing rehabilitation, public infrastructure improvements (Water, sewer, storm sewer, etc.), emergency infrastructure and economic development in exchange for job creation. For the past two years, approximately \$23.0 million was available for public facilities. These dollars funded 23-25 applications each year.

Types of activities eligible

- A.** Housing: rehabilitation for owner-occupied and renter-occupied units: LMI home buyer (“Homestead”) programs; handicapped accessibility projects; housing site preparation; housing site acquisition and occupant relocation; blight elimination through demolition of structures; and neighborhood public facilities projects.
- B.** Planning Grant: The program’s goals are to help communities develop clear and actionable strategies for addressing site specific, neighborhood, community or regional economic or development needs and to improve the quality of community or economic development projects by helping to fund local plans.
- C.** Public Facilities: water facilities including mains, looping, extensions, treatment, source, hydrants, valves; sewerage including collector and interceptor mains, lift stations, treatment plants and lagoons, and de-chlorination facilities; storm sewers; certain fire system components; handicapped accessibility; park enhancements, and community centers. CDBG typically funds 66% of the total project costs. Awards are limited to \$1,000,000.

D. Economic Development: low interest loans to business in exchange for job creation.

E. Public Facilities for Economic Development: business or industrial park water systems; sewerage systems; roads; infrastructure in support of business attraction/expansion and job creation.

Community development (public facilities or economic development) needs identified by staff/consultant prior to the public hearing.

The City of Gillett is preparing a CDBG-PF application for the Zippel Park Improvement Project.

There were no comments reported from residents at the hearing. Art Bahr asked the following questions of the City Council members present.

Are there any housing needs identified? No needs were identified.

Are there additional community development needs identified? No comments were made.

Art Bahr asked 3 times for any additional comments or questions. No comments were made.

MOTION: Drake/Mohr

Motion to Close the Public Hearing.

Voice Vote: All Voting Aye - **MOTION CARRIED** Carried unanimously.

Mayor Blaskowski closed the hearing.

3. Public Input: None

4. Discussion & possible action on Meeting Minutes from March 3, 2025

MOTION: Drake/Mohr

Motion to approve minutes from March 3, 2025

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

5. Park and Cemetery Committee Report: Alderperson Luther

a. Discussion & possible action on Resolution 2-2025 to Submit a CDBG Application

MOTION: Mohr/Drake

Motion to approve Resolution 2-2025 to submit a CDBG Application.

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

b. Discussion & possible action on Resolution 3-2025 to Authorizing the City to Commit Match Funds for a CDBG

MOTION: Drake/Young

Motion to approve Resolution 3-2025 to Authorizing the City to Commit Match Funds for a CDBG.

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

c. Discussion & possible action on Resolution 4-2025 to adopt Capital Improvement Plan

MOTION: Mohr/Drake

Motion to approve Resolution 4-2025 to adopt Capital Improvement Plan.

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

d. Discussion & possible action on Resolution 5-2025 to adopt a Policy to Prohibit the Use of Excessive Force

MOTION: Mohr/VanStraten

Motion to Resolution 5-2025 to adopt a Policy to Prohibit the Use of Excessive Force.

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

- e. Discussion & possible action on **Adoption of a Wisconsin Residential Anti-Displacement and Relocation Assistance Plan**

MOTION: Mohr/Drake

Motion to Adopt Wisconsin Residential Anti-Displacement and Relocation Assistance Plan.

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

6. **Report: Library Director Report- March 2025**

Programming:

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?

April 10th is our market for the spring.

Enjoy a purr-fect afternoon playing the game "Herding Cats" at the Library on Wednesday, April 16 from 4-5 pm at the Gillett Library.

I went to career day at Gillett Elementary. I talked to the kids about being a Librarian and everything we do at the library.

I attended Bystander and Anti-human Trafficking Training at NWTC in February. The training is meant to train library staff ahead of the 2025 NFL Draft in Green Bay. Training topics included gaining a deeper understanding of human trafficking and the role libraries can play in identifying, responding to, and supporting victims. We will also learn about ways that we can build community awareness and provide education to help with prevention as well as conflict intervention tactics.

We started a job binder for local jobs. Patrons who are looking for jobs can peruse the binder to see what is available locally.

Tracy has informed me that her advocates are working with the dismantling of the Institute of Museums and Libraries which distributes grant money to libraries. The IMLS is one of seven departments named in a Trump order to be closed. The IMLS has a new leader and Tracy said she and others are watching this situation carefully. IMLS helps fund workforce training, supports pilot programs, and supports basic library services such as computer and internet access in rural libraries. April 30-May 2 is WAPL. This year's theme is "Forward" and there are many great seminars I'm looking to attend.

Dinah started on 3/11 and she has been coming in several hours a week to learn. She organized her areas and I am setting up Carl training for her.

Ann went to Junior Achievement at Gillett Elementary for Entrepreneurship and Financial Literacy representing the Gillett Chamber and the Library.

Ann and I relocated Children's Non-fiction beside the kits and games.

We have begun to assemble projects for Breakfast on the farm.

7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther attended a TEDCOR (Tourism and Economic Development Corporation for the Oconto County Region) meeting and learned that the county has offered to have signage over by County R for the Chamber to advertise or place directional signs for the Highway 22 Reconstruction Project. The Chamber of Commerce Spring Clean Up Day is May 3, 2025, from 10a to 12. The Lions Club will also have their spaghetti dinner that day located in Zippel Park. We are still looking for volunteers to come out and help clean up the City. We want to help encourage and promote Gillett residents to get

out and beatify the City. Chamber Bucks are in! Implementation program starting soon. Chamber Bucks will be sold at City Hall and the Gillett Library. Next meeting is Thursday April 10, 2025.

8. **Financial Report:** Clerk Treasurer –

- a. Updated Monthly Check Register Provided

MOTION: Luther/Drake

Motion to approve March 2025 City Account and Utility Account 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 -Chief Breitenbach provided the incident report: Training and Public Relations-

From the Chief's Desk;

Gillett Police Department \ 202 incidents \ March 2025

All the members of our department have completed their bi-annual EVOC (Emergency Vehicle Operations) and High-Risk Traffic Stop training. This ongoing training instructs us on the use of proper defensive and offensive driving applications in regards to our daily patrol operations. The training also includes the instruction of the new High Risk Traffic Model which the State of Wisconsin has recently implemented. The Oconto County Sheriff's Office and the Oconto Falls Police Department provided the instructors and the Oconto Falls Fire Department granted the group use of their new training facility for the event. This is another great example demonstrating how the first responder community throughout Oconto County works and supports each other!

SRO Hull reported 16 law enforcement related events in the schools. Officer Hull along with members of the Gillett Schools Health Committee have been working on 2 presentation events that will take place later this month. SRO Hull participated in the career day event at the Elementary School. SRO Hull noted the children loved the tactical gear demonstration! SRO Hull has been working closely with Oconto County Health and Human Services assisting several students and families needing assistance not only at school but also extending into their homes. SRO Hull also followed up with several students struggling with a traumatic law enforcement related event that they had been involved in that occurred outside of school. SRO Hull reported that the children are doing much better! Officer Hull has also been working closely with Oconto County Human Services on creating presentations for later this month. Topics about strangers and human trafficking will be discussed.

I am pleased to announce the promotion of Officer Allison Braun from part-time to full-time status. Officer Braun will be filling the position vacated by Officer Hoeft. Officer Braun started with the department last summer and has been doing very well! Officer Braun has proven herself as a great asset to our community and I look forward to working with her for many years to come!

As a reminder, on April 26, 2025 from 10am-2pm, the Gillett Police Department will be hosting the annual Spring Drug Takeback event. This event is a special nationwide drug take back event! Also, as a reminder we have a drug drop off container located in the Gillett Police Department lobby that is available daily.

10. Fire Department Report: Fire Chief Hicks

- a. Discussion on Training, Public Relations, and Incident Summary Report- 11 calls. March 20 Auto Aid with Underhill Co2, 24th Auto Aid with Underhill Power Pole, 26th Gillett Faulty Smoke Alarm, 30th, Gillett Tree on Power Line, Gillett Tree on Power Line, Gillett Tree on Power Line and Home, Lines Down, Gas Leak, 31st Gas Smell in Home, April 1 Lift Assist.
2 firefighters are currently taking A&B Training for Firefighters. Last Tuesday we did a refresher course, refreshing on electric car fires and how to handle them. A Fire Department course will be in the Gillett School District summer school program called Boot Camp Emergency Services It's a week-long camp for grades 6-10 interested in emergency services for a career path or volunteers.

11. Health, Protection and License Committee Report: Alderperson VanStraten

- a. Discussion & possible action on Full Time Police Officer Position

MOTION: Drake/Luther

Motion to approve promoting Allison Braun to Full Time Police Officer.

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

- b. Discussion & possible action on Operator License for Betty Jane Baranczyk and Shawna Craig

MOTION: Drake/Mohr

Motion to approve the operator licenses for Jane Baranczyk and Shawna Craig.

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

- c. Discussion & possible action on Picnic Licenses for Lions Club for June 6 and September 19, 2025

MOTION: Mohr/Young

Motion to approve the Picnic License for the Lions Club for June 6 and September 19, 2025

Voice Vote: Luther and Drake Abstain - Voting Aye - **MOTION CARRIED**

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

Anderson stated our road salt order was received -100 tons in shed and will order more for next year so we are fully stocked. I have completed and submitted our Recycling Annual Report grant and it was accepted. More maintenance on equipment such as the pay loader and plow truck. We have planned an extra chipping day on Monday because of the ice storm tree damage.

- a. Discussion & possible action on Veteran Memorial Banners and Pole Hangers

MOTION: Mohr/Luther

Motion to approve the Veteran Memorial Banners on Main Street.

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

- b. Discussion & possible action on garbage/recycle lid purchase- We have a 10-year warranty from the company we originally purchased the bins from called Rehrig Pacific Company, they are sending us 200 new lids. 100 red recycling lids, and 100 black garbage lids. They were willing to work with us to change the color of the garbage to help differentiate the bins.

13. Utility Committee Report: Alderperson Young – stated we are still moving ahead with water tower cleaning.

- a. Discussion & possible action on motor for booster on Well House 1

MOTION: Drake/Mohr

Motion to approve L&S Electric for \$2710 plus any upcharge for new motor.

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

- b. Discussion & possible action on mixer for water tower

MOTION: Mohr/Drake

Motion to approve Lane Tank Company for \$16,500.00 plus any upcharges.

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

- c. Discussion & possible action on 550 Barke Road Well and Septic- Leave Lay

14. **Finance and Personnel Committee Report:** Alderperson Mohr- We had a meeting prior to Council to discuss how call out time and overtime hours should be handled in conjunction with working hours. Our City Attorney will write a policy.
15. **Planning Committee Report:** Alderperson Bunker- No Report
16. **Clerk Treasurer's Report:** Clerk Treasurer stated Liquor and Tobacco renewal forms were sent to all license holders and will be returned to me for the June Council Meeting. The Reorganizational Meeting will be Tuesday, April 15, 2025 at 7pm. I also went to the Gillett Elementary Career Day to talk about all the positions at the City of Gillett including the Fire Department, Police Department, Clerks Office, Utility and Public Works. All the children had a great time.
17. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law- City Attorney Robert Gagan stated he is working on alcohol beverage licensing background checks and court pretrials. He also looked over our contract for Com 2 Recycling Program, which will be an electronic recycling company to take our bins from our Recycling Center.
18. **Public Input:** Dennis Heise wondered if we would consider changing the stop signs at East 4th Street and Birch. It's a 3 way stop and quite confusing because there are 4 roads intersecting. Take to Public Works Committee.
19. **Mayor's Report:** Mayor Blaskowski stated in the later part of March, he had met with superintendent Hanson regarding our School Resource Officer, which the City of Gillett Police Department provides. They mentioned they are very happy with the SRO program. The School Board will write a one-year-long contract, and we will bring it to the committee to be discussed.
20. **Adjourn** at 7:00 PM
MOTION: Luther/Drake
Motion to adjourn.
Voice Vote: All Voting Aye - **MOTION CARRIED**

Respectfully Submitted,
Clerk Treasurer Chelsea Anderson