

**CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR COUNCIL MEETING**

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

THURSDAY, FEBRUARY 5, 2026 AT 6:00 PM

AGENDA

Council may deviate from agenda as needed

1. Mayor calls meeting to order
2. Pledge of Allegiance
3. Clerk takes roll and informs the Council that the Open Meeting Law has been complied with
4. **Public Input**
5. Discussion & possible action on January 8, 2026
6. Discussion & possible action on Pat Fisher Sidewalk Snow Removal Invoice
7. Discussion on Zippel Playground Design by MWP
8. **Library Report:** Alderperson Hicks
9. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther
 - a. Discussion & possible action on Tourism Entity Agreement
10. **Financial Report:** Clerk Treasurer
 - a. Updated Monthly Check Register Provided
11. **Police Department Report:** Police Chief Breitenbach
 - a. Discussion on Training, Public Relations, and Incident Summary Report
12. **Fire Department Report:** Fire Chief Hicks
 - a. Discussion on Training, Public Relations, and Incident Summary Report
13. **Health, Protection and License Committee Report:** Alderperson VanStraten
 - a. Discussion & possible action on Operator's License for Shawn Nigl
 - b. Discussion & possible action on Oconto Area Humane Society Contract
14. **Utility Committee Report:** Alderperson Young
 - a. Discussion & possible action on MSA Contract for Utility Services
 - b. Discussion & possible action on Hydrocrop Contract
15. **Board of Public Works Committee Report:** Alderperson Hicks
 - a. Discussion & possible action on hiring part-time Public Work/Utility Laborer
16. **Finance and Personnel Committee Report:** Alderperson Mohr
 - a. Discussion & possible action on USDA Sewer Loan
17. **Park and Cemetery Committee Report:** Alderperson Luther
 - a. Discussion & possible action on Future Park Design
18. **Planning Committee Report:** Alderperson Bunker
19. **Clerk Treasurer's Report:** Clerk Treasurer
20. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law
21. **Public Input**
22. **Mayor's Report:** Mayor Blaskowski
23. **Adjourn**

Posted: City Hall and City Website---Agenda subject to change up to 24 hours prior to meeting Cc: City Council, Mayor, Attorney, Gillett Fire Dept., Gillett Police Dept. Contact City Clerk at 920-855-2255 prior to meeting if additional services are required. **It is possible that members of and possibly a quorum of members of the City Council or other committee may be in attendance** at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

"An Equal Opportunity Employer"

CITY OF GILLETT COMMON COUNCIL

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

THURSDAY, JANUARY 8, 2026 AT 6:00 PM

MINUTES

1. Council President Mohr called the meeting to order at 6:00 PM.
2. Pledge of Allegiance was recited.

Roll Call

Present: Clerk Treasurer Chelsea Anderson, Council President Nanette Mohr, Alderpersons Keri Hicks, Jerry Luther, Ashley VanStraten, Matt Young, David Bunker, Utility Operator Matt Wickman, Public Works Department Head Tim Via, Police Chief Shane Breitenbach, and Fire Chief Kurt Hicks. Librarian Shannon Stoner and Mayor Jon Blaskowski are excused.

3. Clerk Treasurer informs the Council that the Open Meeting Law has been complied with.
4. **Public Input: None**

5. Discussion & possible action on Meeting Minutes from December 4, 2025

MOTION: Luther/Young

Motion to approve minutes from December 4, 2025

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

6. **Library Report:** Librarian Shannon Stoner's written report: **January 2026**

1. Programming

- a. Newsletter now available for January-April 2026
- b. Program planning
 - i. America 250

-Copper Culture Museum will join our SRP 2026 lineup to highlight Oconto County archaeology.

-I wrote a PBS Grant for \$500 to host a Community Conversation to reflect on America's 250th birthday. Jan. 19 is when the winners will be announced.

- ii. Potato Derby?

2. I was asked to inquire about other Library Director salary. I asked Lena, Oconto Falls, and Lakewood and they are all in the range of 53-55K. Suring: (Salary)-41K
3. We were approved for the Let's Compost STEM Worm Farm Program. After looking at the contract and considering the potential impacts of the library, I reached out to Jacob Timm, the GSD Agricultural teacher to see if he would want the kit for his instruction. He is reviewing it and will let me know if he will take it on behalf of the library.
4. Whitney from The Children's Museum contacted us about an Engineering Contest they are doing and asked if we could help. They are going to give us 10 kits for kids to build a bridge. They fill out a short form and they get the kit. They present their bridge to the museum, and they can win free playtime as a reward.
5. Annual Report 2026 Highlights

- a. Programming: We had 1,030 more program attendees in 2025.

2023	2024	2025
3230	2742	3778

- b. Circulation:

2023	2024	2025
7536	7361	NOT AVAILABLE YET

7. **Tourism & Marketing Commission/Gillett Area Chamber of Commerce:** Alderperson Luther stated next month the Council will be discussing to join the TEDCOR Room Tax Tourism Entity Agreement, where TEDCOR would help us advertise on many different platforms. Will also be looking to approve the ATV Capital of the World trademark for 15 dollars a year for ten years. Chamber of Commerce thanked Public Works for putting up the “Gillett is Open” directional signs. Stated we will be starting our Random Acts of Kindness campaign and Passport to Gillett program.
8. **Financial Report:** Clerk Treasurer –
 - a. Updated Monthly Check Register
MOTION: VanStraten/Luther
Motion to approve December Check Registers.
Voice 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 / 208 incidents / December 2025

Now that the STH 22 road/utility construction project has begun, we have taken a proactive approach to the traffic issues occurring throughout the city. The officers and I have been educating motorists on road closures and alternative routes to all our businesses, churches, and homes. We also have been working closely with the project managers, WI DOT officials, and other city officials by keeping the public informed of daily changes with traffic routes and closers. This project will be impacting the city well into the spring/summer months. When traveling in the construction areas, use extreme caution around workers and their equipment. Please restrict your travels to a minimum on W. Main St/ N. McKenzie Ave. and use alternative routes to get to your destinations. If anyone has any questions, please feel free to reach out to us or Gillett City Hall. We will do our best to address your concerns! Here is a link for some of the most commonly asked questions about construction sites and proper protocols when traveling in or near them. <https://wisconsin.gov/Pages/projects/in-together/workbook/handling-traffic.aspx>

I was able to secure three used Taser units from the City of Oconto Police Department. The City of Oconto Police Department is replacing all their existing Tasers with new units. With the addition of these units, we are able to provide all our officers with a Taser unit while working large-scale events. I wish to thank Oconto City Police Chief Kassie Dufek for considering us!

Public Works Foreman Tim Via and I have been working on a plan to remodel and expand our evidence room. The current evidence storage room has outgrown its usefulness. We are hoping to double the size of the current evidence room and not have any of the shop floor space affected

As we move forward into January of 2026, and with the transition of Officer Braun back to part-time status, I will be working varying shifts with emphasis on maintaining a daily police presence in the city. I have been reviewing the limited applications we received and have begun the initial background investigations of the several applicants. 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 filling our department vacancies.

10. Fire Department Report: Fire Chief Hicks

a. Discussion on Training, Public Relations, and Incident Summary Report

10 Fire Calls: Co2 Gas, Lift Assist Auto Aid Underhill, Bomb Threat Suring MABAS, Fire Call Co2 Town of Gillett, Gas Leak Construction in City of Gillett, Fire Call Smoke Detector Gillett, Lift Assist Gillett EMS, Traffic Control Underhill, Car Accident Underhill.

Training schedule is set for the next year. Underhill and Suring will have 3 training courses together with ladder and aerial truck. Most trainings will be with Underhill because we auto aid with them and training together helps efficiency. Will also plan a training day to go to Oconto Falls to work on the burn tower. 1st and 3rd Tuesdays are training days. We have a Rescue Task Force; it consists of two firefighters from Gillett and many other fire departments. We responded to the bomb threat in Suring immediately. Training is important, we want our firefighters to be trained to act on the scene effectively. Respond with confidence and understand the Incident Command and fundamentals. Keep moving forward and being progressive.

11. Health, Protection and License Committee Report: Alderperson VanStraten wanted to extend a huge thank you to Fire and Police Chief for their hard work. No meetings this past month.

12. Utility Committee Report: Utility Operator Matt Wickman has been busy with the construction. PTS is a great crew to have working on our roads. 3 water main breaks so far, just by moving ground near the lines, it's very old infrastructure; about 1920s.

13. Board of Public Works Committee Report: Alderperson Hicks

Department Head Tim Via stated he put up directional signs for road construction, upgraded the parts room shelving and organizing, and will touch up garage as he has time. Received a quote from Green Boyz for the cemetery lawn cutting and weed control. Public Works would like to keep this in house, quote is \$700 per time to cut. Weed control would stay contracted out. It's a one-time spray per year, per location: Zippel Park, Honey Park, Orchard Circle, and Cemetery. Would also like to simplify the truck fleet if possible. The large snow plow is used very little. Oconto County Code Red is no longer, now they use RAVE alert system for weather alerts, please sign up with the system. There is a salt shortage, we have half of our supply left and have ordered more, unsure when it can be delivered. We may not get a delivery until March. Possible to get sand and mix with our salt to add to our supply. Public Works cut many dead trees down in park for the playground. New uniform shirts were ordered with the City logo and names so citizens can better identify us.

14. Finance and Personnel Committee Report: Alderperson Mohr

a. Discussion & possible action on Mayor's election inspector appointments for a two-year term:

Carol Swim, Betty Bubolz, Theresa Nelson, Kevin Smith, Autumn Covert, Jane Frederick, Leone Christensen, Joann Finnell, Jerry Luther, Lori Anderson, Lisa Henry, and Marie Blaser.

MOTION: VanStraten/Bunker

Motion to approve the election inspector appointments as listed.

Voice Vote: 5 Voting Aye, Luther Abstains - MOTION CARRIED

15. Park and Cemetery Committee Report: Alderperson Luther

a. Discussion & possible action on Finnegan Lake Walleye Club Event February 28, 2026

MOTION: Hicks/Young

Motion to approve the Finnegan Lake Walleye Club Event.

Voice Vote: All Voting Aye - MOTION CARRIED

b. Discussion & possible action on FFA Alumni Auction April 19, 2026

MOTION: Bunker/Hicks

Motion to approve the FFA Alumni Auction Event.

Voice Vote: All Voting Aye - MOTION CARRIED

16. **Planning Committee Report:** Alderperson Bunker- Working on Housing Study brochure.

17. **Clerk Treasurers Report:** City Clerk Treasurer Chelsea Anderson stated I am working on the preliminary audit fieldwork items, preparing for the audit in February, collecting taxes, and working on USDA sewer funding. I updated Google to reflect road work in Gillett. Google Maps depends on citizen contributions to update. The road closures were entered into the DOT but that does not change Google Maps. Family Dollar donated a large box of different sized batteries to the City of Gillett and reported business is great, no problem with the construction.

18. **Attorneys Report:** Conway, Olejniczak, and Jerry S.C. Attorneys at Law- Attorney has been working on Pre-Trials for court and working with the USDA on road project items.

19. **Public Input: None**

20. **Mayor's Report:** Mayor Blaskowski written report: I hope everyone had a good holiday season. I am excited for 2026 and the many projects we have planned for the City of Gillett. I understand there has been some difficulties with the project taking place on Hwy 22. The City is trying to work with everyone involved in this project and trying to resolve issues that arise the best we can. This is a big project which is much needed and is what's best for the City of Gillett, our goal is to continue moving forward.

21. **Adjourn at 7:20 PM**

MOTION: Luther/VanStraten

Motion to adjourn.

Voice Vote: All Voting Aye - MOTION CARRIED

Respectfully submitted by
Clerk Treasurer Chelsea Anderson

CITY OF GILLETT

150 N MCKENZIE AVE

GILLETT, WI 54124

(920)855-2255

ACCOUNT NUMBER

319-0000-00

ENTER AMOUNT PAID

ACCOUNT ID: 319-0000-00
FISHER, PAT
PO BOX 108
GILLETT WI 54124

BILLING DATE

1/29/2026

AMOUNT DUE

\$78.75

DUE DATE

2/19/2026

AFTER DUE DATE PAY

\$79.54

PLEASE RETURN TOP PORTION WITH YOUR PAYMENT

BILLING DATE

1/29/2026

DUE DATE

2/19/2026

ACCOUNT NUMBER

319-0000-00

DESCRIPTION

SNOW REMOVAL

ADMIN FEE

AMOUNT DUE

1-27-26 SIDEWALK SNO

ADMIN FEE

AMOUNT

75.00

3.75

78.75

Security Code: 3521

SERVICE ADDRESS

121 W SECOND ST

ACCOUNT NUMBER

319-0000-00

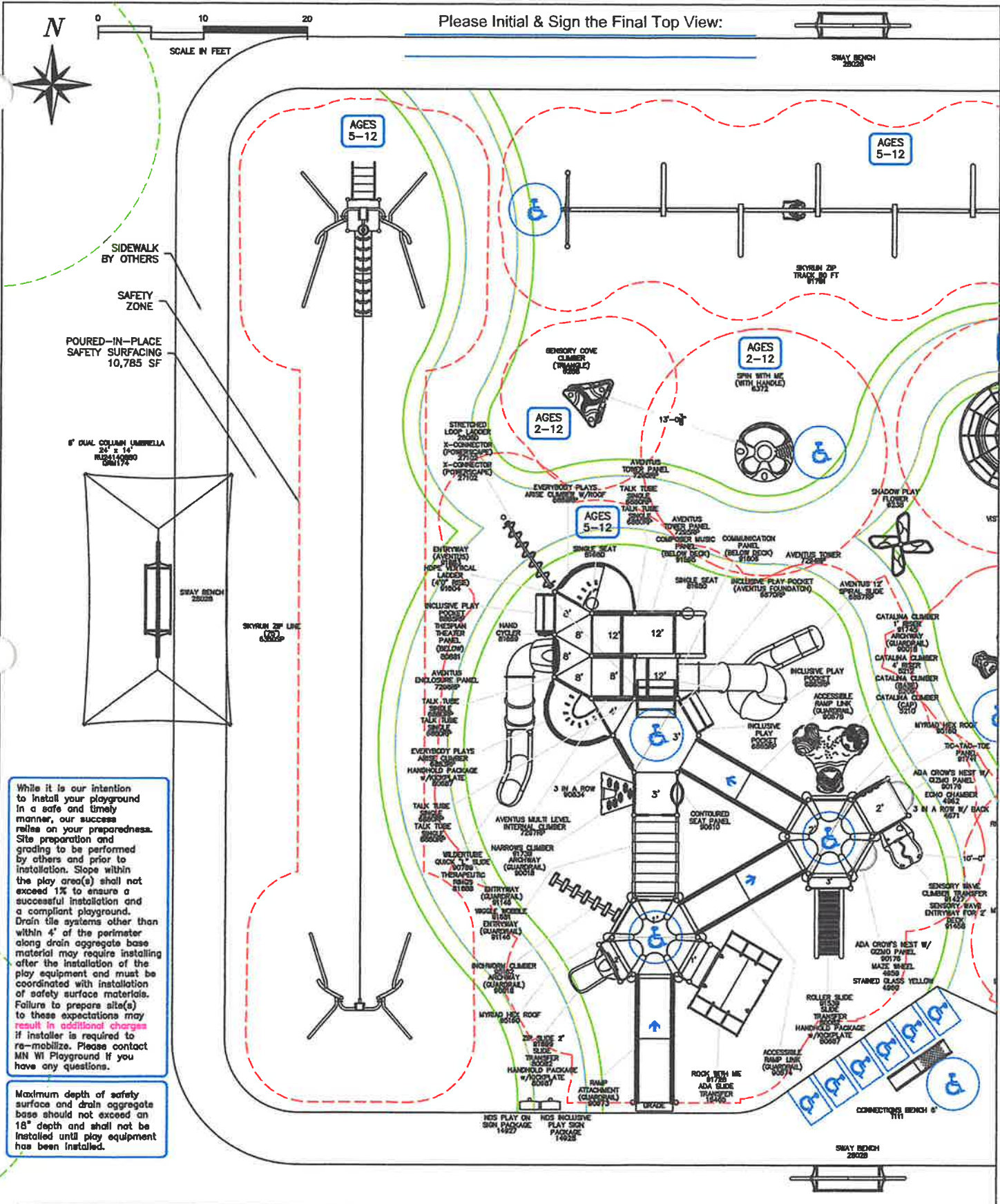
CITY OF GILLETT

150 N MCKENZIE AVE

GILLETT, WI 54124

(920)855-2255

Please Initial & Sign the Final Top View:

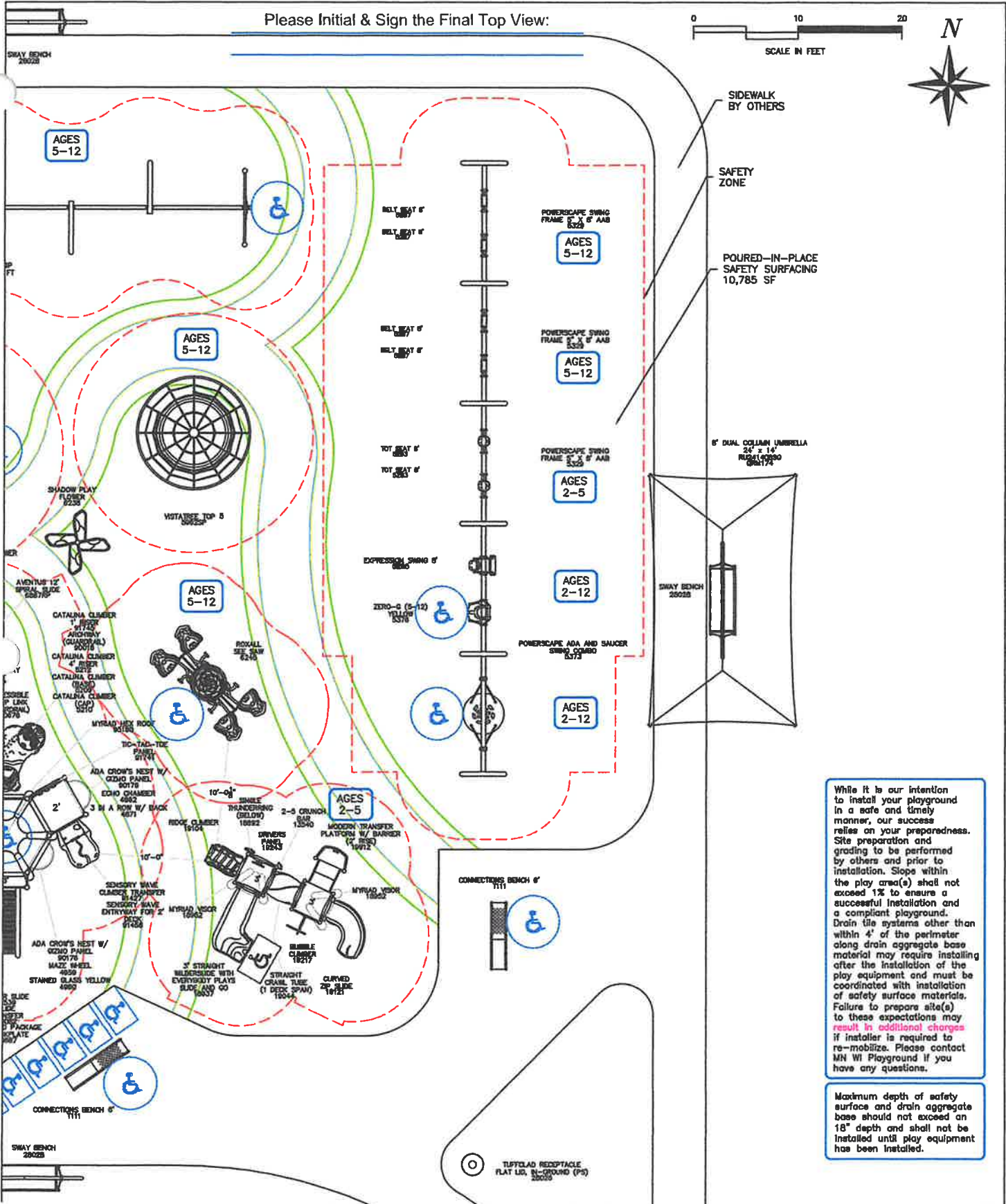
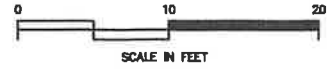


While it is our intention to install your playground in a safe and timely manner, our success relies on your preparedness. Site preparation and grading to be performed by others and prior to installation. Slope within the play area(s) shall not exceed 1% to ensure a successful installation and a compliant playground. Drain tile systems other than within 4' of the perimeter along drain aggregate base material may require installing after the installation of the play equipment and must be coordinated with installation of safety surface materials. Failure to prepare site(s) to these expectations may result in additional charges if installer is required to re-mobilize. Please contact MN W Playgroup if you have any questions.

Maximum depth of safety surface and drain aggregate base should not exceed an 18" depth and shall not be installed until play equipment has been installed.

By: Enriching Childhood Through Play.	Sold & Distributed By:	P.O. Box 27328, Golden Valley, MN 55427 763-546-7787 1-800-622-5425 Fax 763-546-5050 E-Mail info@mnwplay.com	Zippel Park Gillett, WI	
			11-6-25	DWG. D11868R3
THIS PRINT IS THE PROPERTY OF MINNESOTA WISCONSIN PLAYGROUND INC. AND IS NOT TO BE USED, COPIED OR REPRODUCED WITHOUT THEIR EXPRESSED WRITTEN PERMISSION.			SCALE: 1" = 12'-0"	

Please Initial & Sign the Final Top View:



While it is our intention to install your playground in a safe and timely manner, our success relies on your preparedness. Site preparation and grading to be performed by others and prior to installation. Slope within the play area(s) shall not exceed 1% to ensure a successful installation and a compliant playground. Drain tile systems other than within 4' of the perimeter along drain aggregate base material may require installing after the installation of the play equipment and must be coordinated with installation of safety surface materials. Failure to prepare site(s) to these expectations may result in additional charges if installer is required to re-mobilize. Please contact MN WI Playground if you have any questions.

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<p>THIS PLAN REQUIRES A FINISHED GRADE RESOLUTION</p>			<p>11-6-25 DWG. D11868R3</p>



GameTime
 c/o MWP Recreation
 4800 Olson Memorial Hwy, Suite 130 Golden Valley, Minnesota 55422
 Ph. 800-622-5425 | 763-546-7787
 info@mwprecreation.com

11/06/2025
 Quote #
 104132-01-07

Zippel Park - Gillett, WI - D11868R3 - 2026

City of Gillett
 Attn: Ron Anderson
 150 N McKenzie Ave
 Gillett, WI 54124
 United States
 Phone: 920-598-1230
 ron.anderson@ci.gillett.wi.us

Ship to Zip 54124

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - PowerScape Aventus Ramped Play Unit (Ages 5-12)	\$329,053.98	\$329,053.98
		(1) 4871 -- 3-in-A-Row with back 11" Gizmo		
		(1) 4959 -- Maze Wheel		
		(1) 4960 -- Stained Glass Yellow		
		(1) 4962 -- Echo Chamber		
		(1) 5209 -- Catalina Climber Base		
		(1) 5210 -- Catalina Climber Cap		
		(1) 5212 -- Catalina Climber 4' Riser		
		(1) 16465 -- Slide Transfer (Ada)		
		(2) 16700 -- Ada49"Sq Punch Steel Deck		
		(5) 16701 -- Ada 49"Tri Punch Steel Dk		
		(1) 26080 -- Stretched Loop Ladder		
		(2) 26094 -- Triangular Shroud		
		(2) 27102 -- X Connector (Powerscape)		
		(1) 6863RP -- Arise Climber		
		(3) 6865RP -- Inclusive Play Pocket		
		(1) 6867RP -- Aventus Tower 12' Slide		
		(1) 6869RP -- Arise Climber w/Cover		
		(1) 6870RP -- Inclusive Play Pocket (Tower)		
		(6) 6880RP -- Aventus Talk Tube		
		(1) 7294RP -- Aventus Tower		
		(2) 7295RP -- Aventus Tw Steel Panel Med		
		(1) 7296RP -- Aventus Tw Steel Panel Sm		
		(1) 7297RP -- Aventus Internal Climber-Steel		
		(2) 80082 -- Slide Transfer		
		(3) 80687 -- Handhold/Kick Plate Pkg		
		(1) 80881 -- Thespian Theater Panel		
		(1) 81669 -- Hand Cyclor		
		(2) 81680 -- Single Seat		
		(1) 81688 -- Therapeutic Rings Attch		
		(3) 90005 -- Two Piece Hex Deck, Ada Ramp Access		
		(3) 90018 -- Archway W/ Guardrail		



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Zippel Park - Gillett, WI - D11868R3 - 2026

Quantity	Part #	Description	Unit Price	Amount
(2)	90176	Ada Crow'S Nest W/ Gizmo		
(2)	90264	6' Upright, Alum		
(2)	90266	8' Upright, Alum		
(1)	90267	9' Upright, Alum		
(3)	90268	10' Upright, Alum		
(1)	90269	11' Upright, Alum		
(4)	90271	13' Upright, Alum		
(2)	90273	15' Upright, Alum		
(1)	90610	Contoured Panel (Above)		
(1)	90673	Ramp (Guardrail)		
(1)	90674	Std Access Ramp Link 3 Dk Gr		
(1)	90676	Std Access Ramp Link Gr 2'-6" & 3'		
(1)	90769	8' Wildertube Quick 'L'		
(1)	90834	3-in-a-Row Panel		
(2)	91146	Entryway - Guardrail		
(1)	91427	PS Sensory Wave Challenge Transfer 2'		
(1)	91458	Sensory Wave Entryway for 2' Deck		
(1)	91539	3' Roller Slide		
(1)	91595	Composer		
(1)	91604	HDPE Vertical Ladder 4'0"		
(1)	91681	Wiggle Wobble Link		
(1)	91728	Rock with Me		
(1)	91739	Narrows Climber (3'-4'6")		
(1)	91741	Tic-Tac-Toe Panel		
(1)	91745	Catalina Climber 1' Riser		
(1)	91806	Communication Board		
(1)	91827	5" Upright Extension w/ Cap 5'		
(5)	91832	5" Upright Extension w/o Cap 8'		
(1)	91846	5" Upright Extension w/o Cap 7'		
(1)	91883	Entry Way (Aventus)		
(1)	91899	2'-0" Zip Slide		
(2)	95160	Myriad Hex Roof		
(1)	95162	Inchworm Climber		
(6)	G90262	4' Upright, Galv		
(1)	G90267	9' Upright, Galv		
(1)	G90268	10' Upright, Galv		
(2)	G90269	11' Upright, Galv		



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Quantity	Part #	Description	Unit Price	Amount
		(6) G90270 – 12' Upright, Galv		
		(7) G90271 – 13' Upright, Galv		
		(3) G90273 – 15' Upright, Galv		
1	RDU	GameTime - 8' Powerscape Swing Set w/ Saucer Combo	\$21,535.00	\$21,535.00
		(4) 5287 – Belt Seat for 8' Toprail		
		(2) 5293 – Enclosed Tot Seat for 8' Toprail		
		(1) 5295 -- Expression Swing 8' Toprail Height		
		(3) 5329 – 8' Powerscape Swing Add-A-Bay		
		(1) 5373 – ADA Powerscape & Saucer Swing Combo		
		(1) 5376 -- Zero-G (5-12) Yellow 8' Height		
1	RDU	GameTime - Primetime Play Unit, Ages 2-5	\$27,904.00	\$27,904.00
		(2) 12023 – 3 1/2" Uprt Ass'Y Alum 8'		
		(4) 12024 – 3 1/2" Uprt Ass'Y Alum 9'		
		(4) 12068 – 3 1/2"Uprt Ass'Y Alum 13'		
		(1) 13540 – Crunch Bar		
		(2) 18200 – 36" Sq Punched Deck P/T 1.3125		
		(1) 18692 – Single Thunder Ring		
		(1) 18937 – 3' Straight Wilderslde w/Everybody		
		(2) 18952 – Myriad Visor		
		(1) 19044 – Straight Crawl Tube(1 Deck Span)		
		(1) 19104 – Ridge Climber		
		(1) 19121 – Curved Zip Slide		
		(1) 19217 – Bubble (3' & 3'6")		
		(1) 19243 – Drivers Panel		
		(1) 19912 -- Modern Transfer w/Barrier 2' Rise		
1	5962SP	GameTime - VistaTree Top 5	\$22,962.00	\$22,962.00
1	6350SP	GameTime - Sky Run Zip Line, 75'	\$28,160.00	\$28,160.00
1	6238	GameTime - Shadow Play Flower	\$7,949.00	\$7,949.00
1	6245	GameTime - RoxAll See Saw	\$13,096.00	\$13,096.00
1	6258	GameTime - Sensory Cove Climber - Triangle	\$3,698.00	\$3,698.00
1	6372	GameTime - Spin With Me (With Handle)	\$7,748.00	\$7,748.00
1	91781	GameTime - SkyRun Zip Track 50 - Zero G	\$20,933.00	\$20,933.00
1	14927	GameTime - NDS Play On Sign Package		
1	14928	GameTime - NDS Inclusive Play Sign Package		
1	178749	GameTime - Owner's Kit	\$98.07	\$98.07
1	28026	GT-Site - Receptacle W/Flat Top Inground	\$1,309.00	\$1,309.00
4	28028	GT-Site - Sway Bench	\$2,559.00	\$10,236.00



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Zippel Park - Gillett, WI - D11868R3 - 2026

Quantity	Part #	Description	Unit Price	Amount
2	T111	GT-Site - Connections Bench 6' Surf M/Portable	\$1,670.00	\$3,340.00
2	QRM174	GT-Shade - GTRU241408SG 2 POST UMB 24X14X8 W/GLD	\$10,236.00	\$20,472.00
1	3680	GT-Shade - Standard Sealed Engineered Drawings	\$1,047.00	\$1,047.00
1	PIP	GT-Impax - Poured-in-Place Safety Surfacing- 10,785 SF Varied CFH	\$347,006.32	\$347,006.32
1	INSTALL	Install - Installation of Play Equipment- Includes layout and digging for footings Includes lull rental for towers Includes disposal of packing material Includes permits for shade as necessary	\$96,228.36	\$96,228.36
Contract: OMNIA #2017001134			Sub Total	\$962,775.73
			Discount	(\$125,047.12)
			Estimated Freight	\$12,271.39
			Total	\$850,000.00

Comments

Customer is responsible to accept, unload and store equipment as necessary
 Customer is responsible for demolition of existing equipment and safety surfacing
 Customer is responsible for excavation of new earth as necessary
 Customer is responsible to provide flat and level site with less than 1% grade change
 Customer is responsible for providing an adequate border to contain safety surfacing

Indemnification; Owner/Owner's Representative will indemnify and hold GameTime (GT) harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of Owner/Owner's Representative's negligence or noncompliance with any of its commitments under this document. GT will indemnify and hold Owner/Owner's Representative harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of GT's negligence or noncompliance with any of its commitments under this document.

Excusable Delays/Additional Costs: GT, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of GT, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product), attainability of raw materials and severe tariffs. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

This quotation is subject to policies in the current GameTime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to GameTime, c/o MWP Recreation.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and GameTime, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Any changes made to product and/or services after initial order(s) has/have been received by GameTime will result in production and/or schedule time frame modifications. Please contact your regional representative to receive a revised schedule for your order/project.

Pricing: f.o.b. factory, firm for 15 days from date of quotation. If placing an order after expiration of quote, please contact our office for updated pricing. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may be need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.



GameTime
c/o MWP Recreation
4800 Olson Memorial Hwy, Suite 130 Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
info@mwprecreation.com

11/06/2025
Quote #
104132-01-07

Zippel Park - Gillett, WI - D11868R3 - 2026

Unless already on file, please include a tax exempt certificate upon order entry whether a tax supported government agency or other.

GameTime Standard Product Shipment: order shall ship within six to eight weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, if required, and receipt of deposit, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

GameTime VistaRope Products Shipment: order shall ship within fourteen to eighteen weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit/full payment, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

GameTime Landmark/Custom Product Shipment: order shall ship within fourteen to eighteen weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

Freight charges: Prepaid & added

Installation: shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.



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Project Scope:

Please note, installation is based on site being ready prior to our arrival to install play equipment as well as site conditions that have been conveyed to our organization by the owner/owner's representative and/or ideal conditions existing for a timely completion of your project as quoted. Unless addressed prior to the installation quote being issued or specifically mentioned herein, any issues that arise that impede the progress/completion of your project as quoted will result in additional charges.

Weather can change project scheduling in many ways. Take rain for an example. Day, or days, before rain... If weather forecasts show a high percentage chance for rain that will effect the site conditions, a postponement may be in order. Digging holes, laying certain surfacing materials, etc., are greatly affected by weather conditions and work may not begin/continue due to weather forecasts. There's the rain days themselves, which if heavy enough rainfall occurs, makes a site unworkable. Day, or days, after rain... Drying time will be needed after rain and the number of days needed will vary depending on amount of moisture received. One actual rain day may equal multiple delay days depending on work scheduled to be done.

+ INCLUSIONS +

- + One mobilization
- + Public utility locates only
- + Installation of equipment as outlined herein
- + Marking and digging of footings holes to accept direct embedment supports as needed
- + Unpacking of play equipment
- + Assembly of play equipment
- + Lull rental for tower assembly
- + Poured-in-place safety surfacing
- + Construction tape/temporary bracing (as needed)
- + Standard insurance offerings
- + Standard warranty offerings
- + Standard industry accepted labor wages
- + Permits for shade canopies as necessary
- + Disposal of packing material

- EXCLUSIONS -

- Clear access path up to and into play area for installation equipment (minimum of 8-foot wide, includes but not limited to gates, walkways, driveways, etc.)
- Staging area for materials and installation equipment, trailers, etc.
- Unobstructed space for maneuvering installation equipment as well as performing work
- Security fencing of any type
- On site security personnel
- If fencing is in place (by others), ability to unlock fencing is to be provided to our office a minimum of one week prior to our start
- Private utility locates such as, but not limited to, irrigation, fiber optics, private lighting, etc.
- Accepting and unloading and storage of order(s)/shipment(s) prior to installation Please note, orders can be packaged/shipped in large crates, pallets, etc., requiring heavy-duty equipment to unload.
- Removal of existing play equipment, border, safety surfacing, etc.
- Backfill and compaction of backfill after removal of existing items (for footing holes as an example) that leave voids in area (marking and digging of new footing holes based on workable site)
- Digging in compacted sub-surfaces, rock, hard pan, tree roots, unstable soil conditions, etc.
- Restoration of compacted sub-surfaces for playground surfacings such as, but not limited to, poured-in-place rubber, rubber tiles, artificial turf, etc.
- Digging/maneuvering in sand, pea gravel, mud, etc.
- Offsite removal of spoils from footing holes (can be stockpiled near play area for owner/owner's representative removal or spread within play area)
- Border to help contain playground safety surfacing
- Concrete for footings as needed
- Pouring of concrete for footings
- Excavation of new earth
- Disposal of removed material
- Removal of temporary braces, caution/construction tape, etc. (Can be removed and disposed of after concrete has cured.)
- Bonding of any type
- Prevailing, Davis Bacon, Union, or similar, wages
- Restroom facilities. Please provide access to restrooms whether within a building or portable style. Should use of site facilities not be available, additional charges will be required to bring on site temporary/portable restrooms. These temporary facilities will be removed once your project has been completed.
- Short term maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. To help set up short (and ongoing) term maintenance, use the first twelve months to regularly check equipment (such as, but not limited to,



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tightening hardware, checking moving features, etc.). Twelve months allows use in all seasons and will provide a better understanding of what will be necessary for your ongoing maintenance. This short term schedule will be based on the amount of use the play equipment is getting as well as the type of play event that is being played on. Activities with movement have a more dynamic play which can lead to more maintenance due to the nature of the motion but also because these types of play events tend to be more popular. Static features may require less attention during the short term and ongoing maintenance as inspections will determine frequency of maintenance needed for these events. There may be a need for scheduled lower and higher frequency inspections.

- Ongoing maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. After short term maintenance period is done and data is collected for that time period, an ongoing schedule should be implemented. The ongoing maintenance can change with age and greater use. There may be a need for scheduled lower and higher frequency inspections.

Should weekend work be necessary or non-standard hours be worked, please provide a site contact and the best telephone number to reach this person in case an urgent matter arises requiring immediate attention.

(Name) _____
 (Cell) _____
 (Other Telephone Number) _____

Poured-In-Place Surfacing:

1. See product specifications for specific detailed product information, installation information, compliance documentation, and appropriate certifications. Standard warranty included unless otherwise noted.
2. Quote is based on the information provided and is subject to change based on final installation unless indicated otherwise, in writing. Any changes or additions to this proposal, to include materials, will affect pricing.
3. Sub-base provided by others is the responsibility of the owner and/or others. The substrate must meet & specifications including drainage and grade requirements. There is no demolition or site-work included in the scope of this quote unless otherwise noted above.
4. Site access must be a minimum of 25' for trucks and mixer, with no stairs. Irrigation, sprinkler, and/or water systems must be shut off 24 hours before install and remain off until 24 hours after installation is complete.
5. Additional charges for downtime/stand-by may be assessed in the event that installation is delayed due to the site not being ready as scheduled or if installation is interrupted for reasons other than those related to weather or general public emergencies.
6. Security and waste removal during install and upon completion is the responsibility of the owner, unless specified otherwise in Project Scope.
7. Installations scheduled after 6 months of proposal acceptance may be subject to price adjustments.
8. Normal lead time is 4 weeks from order date. However, scheduling and crew deployment is subject to local weather conditions including temperature and precipitation constraints. See appropriate specification for temperature and precipitation constraints.
9. The scope of this quote does not include on-site fall attenuation testing. We do have independent laboratory testing available upon request.
10. We are not responsible for the reviewing and interpreting of contracts unless approved by Director of Surfacing or otherwise noted in the Project Scope.

Installation Exclusions, unless otherwise noted herein; Permits/Licensing, State or Federal (Davis Bacon) Wages, Demolition, Builders Risk Insurance, Union Fees (PLA/PSA Contracts), Drainage, Additionally Insured, Engineering, Waste/Dumpsters, OCIP, Fall Height/Attenuation Testing, Rooftop Installations, Waiver of Subrogation, Fencing/Security, Extended Warranty, Bonding, Excavation and Site Work/Preparation, Site Restoration.

The following is a non-inclusive list of items that may result in additional charges (Change Order) where work cannot commence until Change Order(s) are fully executed.

- Sub Base not to installation standards
- Installation of Play Equipment not complete, resulting in return trip
- Poor Site Access not identified in Proposal or Project Scope
- Customer requirement/request for work on weekends, holidays, or overtime
- Any and all scope variations not agreed upon in writing
- Security that was not included in the base quote
- Waste Removal that was not included in the base quote

Wet Site Conditions: installation areas located near wetlands, where a high water table exists or in any environment that produces excessive moisture will require additional planning prior to installation of your project. Unless excessively wet conditions have been conveyed prior to installation quote and accounted for in some manner, your installation will not proceed. Ideal dry conditions need to be present to begin, and complete, your project as quoted.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.



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Quote #
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Order Information:

Bill To: _____ Ship To: _____

Company: _____ Project Name: _____

Attn: _____ Attn: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Contact: _____ Contact: _____

Tel: _____ Tel: _____

Fax: _____ Fax: _____

Email: _____ Email: _____

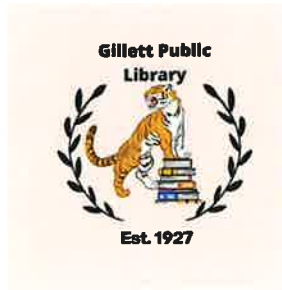
Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

Facsimile: _____ Purchase Amount: **\$850,000.00**



Library Director Report

February 2026

1. Programming

- a. Going to start creating marketing materials for SRP 2026
- b. Programming
 - i. Monday, February 23, 11 am: Tools and Tips On Using Technology
 - ii. From January to April, we are playing Bookopoly. Come get a game board and roll the dice. You check out a book based on the category you rolled. Complete a color set and win a prize. We have adult and junior game boards. Our prizes vary from books to toys to very nice book bags.
 - iii. Whitney from The Children's Museum contacted us about an Engineering Contest they are doing and asked if we could help. They are going to give us 10 kits for kids to build a bridge. They fill out a short form and they get the kit. They present their bridge to the museum and they can win free playtime as a reward.
2. We are going to be moving away from the Carl software to Polaris. Circulation training will be April 23rd.
3. Annual Report has been submitted for 2025.

TOURISM ENTITY AGREEMENT

This Tourism Entity Agreement entered between the City of Gillett (hereinafter the "City"), and the Oconto County Economic Development Corporation, dba TEDCOR a Wisconsin nonstock, nonprofit corporation, (hereinafter TEDCOR) for the purpose of providing staff, support services, and assistance in developing and implementing programs to promote and develop the tourism zone to visitors pursuant to §66.0615(1)(f)1, Wis. Stats. This Agreement is premised on the following:

Whereas, the tourist trade is a significant part of the economics of the Oconto County Tourism Zone (the "Tourism Zone"), and the continued growth of such trade is necessary for the economic well-being of the entire community; and

Whereas, the governing body of the City of Gillett has adopted a room tax ordinance that levied a 6% room tax on the privilege of furnishing, at retail, except sales for resale, rooms or lodging to transients by hotelkeepers, motel operators, lodging marketplaces, owners of short-term rentals, and other persons furnishing accommodations that are available to the public within the Tourism Zone, pursuant to the Room Tax Act; and

Whereas, the tourist trade is a significant part of the economy of the Tourism Zone, and the continued growth of such trade is necessary for the economic well-being of the entire region; and

Whereas, under the Room Tax Act, the City is charged with the coordination of tourism promotion and tourism development as part of a Tourism Zone; and

Whereas, the City has elected to contract with a "tourism entity" within the Tourism Zone to obtain staff, support services and assistance in developing and implementing programs to promote the Tourism Zone to visitors; and

Whereas, TEDCOR qualifies as a "tourism entity" as that term is defined in Section (1)(f)(intro.) of the Room Tax Act; and

Whereas, the City desires to enter into a contract with TEDCOR for it to provide the City with staff, support services and assistance in developing and implementing programs to promote the Tourism Zone to visitors; and

Whereas, the City and TEDCOR have determined that the execution of this Agreement is in the best interest of the City and the Tourism Zone.

Now, therefore, the parties hereby agree as follows:

1. The City hereby contracts with the TEDCOR to promote and develop tourism in the Tourism Zone.
2. TEDCOR shall provide all services and materials reasonably necessary and proper to successfully promote, develop, and attract travelers to the Tourism Zone, including, but not limited to, staff, promotional and advertising material and services, maintain strong relationships with hoteliers and other TEDCOR partners, supported with accounting services, administrative services, facilities, supplies and equipment for the same (the "Services").
3. TEDCOR agrees that in addition to the above Services, it will provide all administrative tasks required of the City to carry out the responsibilities of administering the Room Tax. It is acknowledged that the City does not intend to employ its own staff to perform such tasks.
4. The City shall review TEDCOR's plans and programs; the means of implementing the same; and the program budget implementing Services to ensure that the Room Tax provided to TEDCOR is being spent to fulfill the Services.

5. By ordinance, the City shall remit to TEDCOR the room tax. Room tax revenues received by TEDCOR shall be used solely for the promotion and development of the Tourism Zone as a tourism destination.
6. The parties acknowledge that TEDCOR shall have administrative costs, including, but not limited to, staffing costs, associated with the performance of its obligations under this Agreement and the parties agree that the payment of such costs are a proper use of the room tax revenues. TEDCOR may take all actions which are necessary and proper to successfully promote the Tourism Zone to visitors.
7. TEDCOR will retain ten (10) percent of Room Tax revenues received as an administrative fee to provide Services.
8. TEDCOR shall:
 - a. Meet with the City at its regularly convened meetings to report Services provided during the prior period;
 - b. Submit quarterly financial reports to the City for all expenditures made in providing the Services.
 - c. Assist the City in preparing the annual report to be filed by the Clerk as required by statute related to TEDCOR's use of the Room Tax.
 - d. Provide the City with a full copy of its annual audit for the prior year as conducted by a certified public accounting firm in accordance with generally accepted accounting principles, as approved by the Financial Accounting Standards Board. Such audit shall identify any and all grant program funds generated through use of room tax revenue, including those committed but not yet paid out.
9. The term of this Agreement shall remain in effect unless terminated as follows:
 - a. The City may terminate this Agreement at any time if TEDCOR commits an Event of Default: (i) it is found that TEDCOR, or its agents, has committed a material breach of this Agreement, including, but not limited to, the intentional misuse of room tax revenues for purposes outside of which are permitted by the Room Tax Ordinances and the Room Tax Act; or (ii) TEDCOR is no longer acting as a "tourism entity" as defined in the Room Tax Act. Notwithstanding the foregoing, in the event of a material breach, and prior to terminating the Agreement, the City shall provide written notice, including a reasonable description of the material breach, of the material breach to TEDCOR. TEDCOR shall have 30 days to cure said material breach. The City may terminate the Agreement if TEDCOR fails to cure said material breach within the 30 day cure period.
 - b. In the event of termination, all room tax revenues in the possession of TEDCOR shall remain the property of TEDCOR. However, the City shall direct that no further transfers of room tax revenues to TEDCOR under this Agreement and thereafter the room tax revenues otherwise payable to TEDCOR shall instead be forwarded directly to the City or to a successor tourism entity.
10. This Agreement shall not be modified except by an express written agreement executed by the parties hereto.
11. If any provision or provisions of this Agreement shall be held to be invalid, such holding shall not in any way whatsoever affect the validity of the remainder of this Agreement.

12. In signing this Agreement, the City and TEDCOR represent and warrant that the terms herein have been approved by their respective governing bodies and that appropriate authority rests in the signatories on behalf of the parties.

13. This agreement shall start on _____, 2026.

Dated this 5 day of February 2026.

CITY OF GILLETT

By: 
Mayor Jon Blaskowski

Attest: Chelsea Anderson
City Clerk Chelsea Anderson

Dated this _____ day of _____ 2026.

OCONTO COUNTY ECONOMIC DEVELOPMENT CORPORATION dba TEDCOR

By: _____
President

Attest: _____
Executive Director

PNB - CITY CHECKING

ALL Checks

Posted From: 1/01/2026 From Account:
Thru: 1/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
40343	1/05/2026	BOLIN'S SPEEDY T'S LLC	782.00
		SHIRTS AND JACKETS-INV#10017	
40344	1/05/2026	BUMPER TO BUMPER	7.52
		INV#295795	
40345	1/05/2026	CITY OF OCONTO	300.00
		TASERS	
40346	1/05/2026	GILLETT AREA AMBULANCE	26,718.12
		2026	
40347	1/05/2026	MSA PROFESSIONAL SERVICES INC	29,661.40
		PROJECT#R09443012.00	
40348	1/05/2026	PESHTIGO NATIONAL BANK	15,130.00
		PRINCIPAL WASHINGTON STREET PROJECT CITY	
40349	1/05/2026	TOWN OF BRAZEAU	38.00
		CITATION PAYMENT	
40350	1/08/2026	CULLIGAN OF OCONTO COUNTY	22.00
		INVOICE#2026011055791	
40351	1/08/2026	GFC LEASING - WI GORDON FLESCH CO	125.21
		INV#I01085921	
40352	1/08/2026	GILLETT SCHOOL DISTRICT	293,332.92
		JAN TAX SETTLEMENT	
40353	1/08/2026	KERBER ROSE	4,035.00
		SERVICES FOR 12/31/2025	
40354	1/08/2026	MCCLONE	2,325.06
		INVOICE#15058	
40355	1/08/2026	METLIFE	50.82
		SUBCODE 0032	
40356	1/08/2026	MSA PROFESSIONAL SERVICES INC	40.00
		STEWARDSHIP & LWCF GRANT ADMIN.CDBG	
40357	1/08/2026	NORTHEAST WI TECHNICAL COLLEGE	24,029.33
		JAN SETTLEMENT - CITY OF GILLETT TAX	
40358	1/08/2026	OCONTO COUNTY LAND & WATER RESOURCES	515.80
40359	1/08/2026	OCONTO COUNTY TREASURER	129,982.33
		JAN SETTLEMENT - TAXES	
40360	1/08/2026	SECURIAN FINANCIAL GROUP INC	132.18
		FEBRUARY 2026	
40361	1/14/2026	BUSINESS CARD	3,100.15

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Check Nbr	Check Date	Payee	Amount
40362	1/14/2026	BUSINESS CARD TOILET PAPER	147.95
40363	1/14/2026	CELLCOM INVOICE# 606800	0.75
40364	1/14/2026	CENTURY LINK ACCT#301617494	50.00
40365	1/14/2026	CONWAY, OLEJNICZAK & JERRY, S.C. STATEMENT#64317	257.50
40366	1/14/2026	GARROW OIL MARKETING, INC FUEL	959.07
40367	1/14/2026	GILLETT CEMENT IN09-0034260	165.60
40368	1/14/2026	GILLETT HARDWARE	134.80
40369	1/14/2026	GILLETT SCHOOL DISTRICT NOVEMBER 2025	86.16
40370	1/14/2026	OCONTO ELECTRIC KLAUS LAKE & PARK LIGHT, CROSSING GUARD	10.23
40371	1/14/2026	PROCHECK INSPECTIONS, LLC INVOICE#2025-04	1,875.00
40372	1/14/2026	ROGAN'S SHOES INV# 309552-TIM BOOTS	195.49
40373	1/14/2026	SECURIAN FINANCIAL GROUP INC JANUARY -2026	16.56
40374	1/14/2026	SPECTRUM BUSINESS INTERNET	876.66
40375	1/14/2026	TELFORD EQUIPMENT CONSULTING CO. 2203-1238	3,422.43
40376	1/20/2026	BOLIN'S SPEEDY T'S LLC	325.50
40377	1/20/2026	BUMPER TO BUMPER INV#634-296427	222.99
40378	1/20/2026	BUSINESS CARD	714.79
40379	1/20/2026	EHLERS BOND TRUST SERVICES CUSIP #375755BL8	128,010.00
40380	1/20/2026	FREEDOM INVESTING LLC OVERPAYMENT ON 2025 TAXES	1,161.88

Previous Year Expense

Previous Year Expense

Previous Year Expense

Previous Year Expense

Previous Year Expense

Previous Year Expense

Previous Year Expense

Previous Year Expense

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Check Nbr	Check Date	Payee	Amount
40381	1/20/2026	GILLET SCHOOL DISTRICT JANUARY- 2026	80.68
40382	1/20/2026	HAWKINS ASH CPA'S LLP ACCOUNTING ASSISTANCE	2,640.00
40383	1/20/2026	HEARTLAND BUSINESS SYSTEMS, LLC INV# 855307-H	4,445.66
40384	1/20/2026	JOAN DRUCKREY SNOW PUSHER	700.00
40385	1/20/2026	MARCO TECHNOLOGIES LLC. INVOICE#INV14710447	85.74
40386	1/20/2026	MELVIN VIA	31.83
40387	1/20/2026	RANDY G. WINKLER MILAGE-7 TOWNS MEETING	42.05
40388	1/20/2026	TEAMSTERS LOCAL 662 FEBRUARY-2026	111.00
40389	1/22/2026	BUSINESS CARD FUNERAL FLOWERS	173.79
40390	1/22/2026	BUSINESS CARD	823.61
40391	1/22/2026	CATALIS TAX & CAMA 2026 LANDNAV WI.-LICENSE RENEWAL	203.22
40392	1/22/2026	KASTEN, JAMES	775.00
40393	1/22/2026	OUTAGAMIE WAUPACA LIBRARY SYSTEM INVOICE#4760	12.00
40394	1/22/2026	R&R ASSESSING SERVICES CITY ASSESSOR	770.00
40395	1/27/2026	AT&T MOBILITY POLICE	315.78
40396	1/27/2026	GENERAL CODE GC00133222- YRLY MAINT	1,045.00
40397	1/27/2026	GFC LEASING - WI GORDON FLESCH CO IN15476818	67.54
40398	1/27/2026	OCONTO COUNTY SNOWMOBILE ALLIANCE	200.00
40399	1/27/2026	QUILL CORPORATION INVOICE#47285480	85.27
40400	1/27/2026	R&R ASSESSING SERVICES CITY ASSESSOR	1,020.00

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Posted From: 1/01/2026 From Account:
Thru: 1/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
40401	1/27/2026	SECURIAN FINANCIAL GROUP INC FEBRUARY -2026	16.56
40402	1/27/2026	WE ENERGIES	6,847.71
40403	1/29/2026	GFL ENVIRONMENTAL INV#U60000317813	175.97
40404	1/29/2026	OCONTO COUNTY TREASURER JAIL ASSESSMENT FEES JANUARY- 2026	130.00
40405	1/29/2026	STATE OF WISCONSIN COURT FINES & ASSESSMENTS CITY OF GILLETT JANUARY-2026	436.34
40406	1/29/2026	TELFORD EQUIPMENT CONSULTING CO.	185.00
40407	1/29/2026	TIM VIA TRAINING BOOKS	164.50
40408	1/29/2026	TOWN OF BRAZEAU CITATION PAYMENT	133.00
40409	1/29/2026	TOWN OF LAKEWOOD CITATION JOINT COURT FEE	38.00
EFTPS Manual Check	1/02/2026	INTERNAL REVENUE SERVICE -EFTPS Payroll withholding 01.02.26	5,078.97
EFTPS Manual Check	1/15/2026	INTERNAL REVENUE SERVICE -EFTPS Payroll withholding 1.15.26	5,028.85
EFTPS Manual Check	1/29/2026	INTERNAL REVENUE SERVICE -EFTPS Payroll withholding 1.29.26	4,832.52
V6862 Manual Check	1/02/2026	AMMERMAN, ANN Pay period 12/15/2025 to 12/28/2025	225.11
V6863 Manual Check	1/02/2026	AMMERMAN, THOMAS Pay period 12/15/2025 to 12/28/2025	133.91
V6864 Manual Check	1/02/2026	ANDERSON, CHELSEA Pay period 12/15/2025 to 12/28/2025	1,387.77
V6865 Manual Check	1/02/2026	ANDERSON, LISA Pay period 12/15/2025 to 12/28/2025	667.70
V6866 Manual Check	1/02/2026	BLASKOWSKI, JONATHAN Pay period 01/01/2026 to 01/31/2026	461.75
V6867 Manual Check	1/02/2026	BRAUN, ALLISON Pay period 12/15/2025 to 12/28/2025	769.46
V6868 Manual Check	1/02/2026	BREITENBACH, SHANE Pay period 12/15/2025 to 12/28/2025	2,479.32

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ALL Checks

Posted From: 1/01/2026 From Account:
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Check Nbr	Check Date	Payee	Amount
V6869	1/02/2026	BUNKER, DAVID	277.05
	Manual Check	Pay period 01/01/2026 to 01/31/2026	
V6870	1/02/2026	COX, KATHERINE	104.64
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6871	1/02/2026	DEBAUCH, DINAH	444.69
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6872	1/02/2026	FINNELL, NORMAN W	141.94
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6873	1/02/2026	GABLE, RUSSELL	1,628.60
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6874	1/02/2026	HICKS, KERI	277.05
	Manual Check	Pay period 01/01/2026 to 01/31/2026	
V6875	1/02/2026	HULL, ASHLEY N	1,883.44
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6876	1/02/2026	KURTZ, KATELYN	137.77
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6877	1/02/2026	LUTHER, JEROME	277.05
	Manual Check	Pay period 01/01/2026 to 01/31/2026	
V6878	1/02/2026	MOHR, NANETTE	277.05
	Manual Check	Pay period 01/01/2026 to 01/31/2026	
V6879	1/02/2026	STONER, SHANNON	1,331.92
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6880	1/02/2026	VAN STRATEN, ASHLEY	277.05
	Manual Check	Pay period 01/01/2026 to 01/31/2026	
V6881	1/02/2026	VIA, TIMOTHY J	1,447.78
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6882	1/02/2026	WICKMAN, MATTHEW	2,108.33
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6883	1/02/2026	WINKLER, RANDY	109.18
	Manual Check	Pay period 12/15/2025 to 12/28/2025	
V6884	1/02/2026	YOUNG, MATTHEW	277.05
	Manual Check	Pay period 01/01/2026 to 01/31/2026	
V6885	1/15/2026	AMMERMAN, ANN	364.64
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6886	1/15/2026	AMMERMAN, THOMAS	107.13
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6887	1/15/2026	ANDERSON, CHELSEA	1,557.70
	Manual Check	Pay period 12/29/2025 to 01/11/2026	

PNB - CITY CHECKING

ALL Checks

Posted From: 1/01/2026 From Account:
Thru: 1/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
V6888	1/15/2026	ANDERSON, LISA	652.25
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6889	1/15/2026	BRAUN, ALLISON	643.69
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6890	1/15/2026	BREITENBACH, SHANE	2,634.03
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6891	1/15/2026	DEBAUCH, DINAH	450.47
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6892	1/15/2026	FINNELL, NORMAN W	160.81
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6893	1/15/2026	GABLE, RUSSELL	1,682.72
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6894	1/15/2026	HULL, ASHLEY N	1,859.53
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6895	1/15/2026	STONER, SHANNON	1,386.73
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6896	1/15/2026	VIA, TIMOTHY J	1,545.60
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6897	1/15/2026	WICKMAN, MATTHEW	2,487.28
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6898	1/15/2026	WINKLER, RANDY	103.45
	Manual Check	Pay period 12/29/2025 to 01/11/2026	
V6899	1/29/2026	AMMERMAN, ANN	234.34
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6900	1/29/2026	AMMERMAN, THOMAS	174.08
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6901	1/29/2026	ANDERSON, CHELSEA	1,591.89
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6902	1/29/2026	ANDERSON, LISA	687.35
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6903	1/29/2026	BRAUN, ALLISON	688.97
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6904	1/29/2026	BREITENBACH, SHANE	2,038.62
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6905	1/29/2026	COX, KATHERINE	50.71
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6906	1/29/2026	DEBAUCH, DINAH	462.46
	Manual Check	Pay period 01/12/2026 to 01/25/2026	

PNB - CITY CHECKING

ALL Checks

Posted From: 1/01/2026 From Account:
Thru: 1/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
V6907	1/29/2026	FINNELL, NORMAN W	146.19
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6908	1/29/2026	GABLE, RUSSELL	1,814.03
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6909	1/29/2026	HULL, ASHLEY N	2,101.12
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6910	1/29/2026	STONER, SHANNON	1,429.02
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6911	1/29/2026	VIA, TIMOTHY J	1,708.73
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6912	1/29/2026	WICKMAN, MATTHEW	2,229.45
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
V6913	1/29/2026	WINKLER, RANDY	103.45
	Manual Check	Pay period 01/12/2026 to 01/25/2026	
1192026	1/19/2026	DELTA DENTAL ACH	280.50
	Manual Check	DENTAL-CHELSEA	
2232026	1/29/2026	GILLETT WATER & SEWER - EFT	923.01
	Manual Check		
DEC-WRS	1/30/2026	WISCONSIN DEPARTMENT OF ETF- WRS	7,124.56
	Manual Check	December 2025 Remittance	
DEFCOMP	1/02/2026	WISCONSIN DEFERRED COMPENSATION PROGRAM	120.00
	Manual Check	deferred comp 01.02.26	
DEFCOMP	1/15/2026	WISCONSIN DEFERRED COMPENSATION PROGRAM	120.00
	Manual Check	deferred compenstation 1.15.26	
DEFCOMP	1/29/2026	WISCONSIN DEFERRED COMPENSATION PROGRAM	120.00
	Manual Check	deferred comp 1.29.26	
DEPTREV	1/05/2026	WISCONSIN DEPARTMENT OF REVENUE	822.96
	Manual Check	state withholding 01.02.26	
DEPTREV	1/15/2026	WISCONSIN DEPARTMENT OF REVENUE	884.34
	Manual Check	state withholding 1.15.26	
DEPTREV	1/29/2026	WISCONSIN DEPARTMENT OF REVENUE	868.44
	Manual Check	State withholding 1.29.26	
01052025	1/05/2026	HEALTH INSURANCE WI DEPT OF ETF	17,897.54
	Manual Check	FEBRUARY-2026 Premiums	
01202026	1/05/2026	GILLETT WATER & SEWER - EFT	906.48
	Prev YR Exp/Manual Check		
Grand Total			783,946.67

PNB - CITY CHECKING

ALL Checks

Posted From: 1/01/2026 From Account:
Thru: 1/31/2026 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	664,021.46
Total Expenditure from Fund # 220 - LIBRARY	10,831.50
Total Expenditure from Fund # 230 - TOURISM & MARKETING	1,365.88
Total Expenditure from Fund # 330 - TIF 3	76,165.95
Total Expenditure from Fund # 501 - FRIENDS OF GILLETT	256.25
Total Expenditure from Fund # 600 - WATER UTILITY	7,169.00
Total Expenditure from Fund # 602 - SEWER UTILITY	7,397.85
Total Expenditure from Fund # 700 - CAPITAL OUTLAY	16,175.00
Total Expenditure from Fund # 950 - DEBT SERVICE	563.78
Total Expenditure from all Funds	783,946.67

2/03/2026

9:48 AM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

PNB - UTILITY CHECKING

ALL Checks

Posted From: 1/01/2026 From Account:
Thru: 1/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
5524	1/08/2026	GFC LEASING - WI GORDON FLESCH CO COPIER LEASE	20.00
5525	1/08/2026	GILLETT HARDWARE	123.86
Previous Year Expense			
5526	1/08/2026	MCCLONE W/COMP INS -15058	419.94
5527	1/08/2026	NORTHERN LAKE SERVICE INC	801.61
Previous Year Expense			
5528	1/14/2026	B&M TECHNICAL SERVICE, INC	1,500.00
5529	1/14/2026	BUSINESS CARD POSTAGE	180.00
5530	1/14/2026	HYDROCORP LLC	1,151.00
Previous Year Expense			
5531	1/14/2026	SPECTRUM BUSINESS	100.00
5532	1/20/2026	BUSINESS CARD TRAPS	160.30
5533	1/20/2026	DIGGERS HOTLINE INVOICE# 251-2 -74401	66.30
Previous Year Expense			
5534	1/20/2026	HAWKINS ASH CPA'S LLP	2,790.00
5535	1/20/2026	HAWKINS INC	4,628.55
5536	1/20/2026	OCONTO COUNTY YOUTH FAIR PTS BLOCK HEATERS IN PARK FAIR BOARD MET	425.53
5537	1/20/2026	OCONTO ELECTRIC ACCOUNT#617503	1,885.59
5538	1/20/2026	WE ENERGIES INV#5776150546	765.24
5539	1/20/2026	OCONTO COUNTY YOUTH FAIR PTS BLOCK HEATERS IN PARK FAIR BOARD MET	35.00
5540	1/22/2026	DIGGERS HOTLINE INVOICE# 260-1-74401	768.30
5541	1/27/2026	AT&T MOBILITY UTIL-JANUARY	315.78
5542	1/27/2026	GILLETT POSTMASTER WATER BILL DUE 2/23/26	313.54
5543	1/27/2026	PESHTIGO NATIONAL BANK SEWER	290.13

PNB - UTILITY CHECKING

ALL Checks

Posted From: 1/01/2026 From Account:
Thru: 1/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
5544	1/27/2026	PESHTIGO NATIONAL BANK SEWER	48.72
5545	1/27/2026	WE ENERGIES INV#5782109455	3,214.52
01202026 Prev YR Exp/Manual Check	1/05/2026 1/20/26	GILLETT WATER & SEWER - EFT	31.76
02232026 Manual Check	1/29/2026 2/23/26	GILLETT WATER & SEWER - EFT	31.76
Grand Total			20,067.43

2/03/2026

9:48 AM

Reprint Check Register - Quick Report - ALL

Page: 3
ACCT

PNB - UTILITY CHECKING

ALL Checks

Posted From: 1/01/2026

From Account:

Thru: 1/31/2026

Thru Account:

Amount

Total Expenditure from Fund # 600 - WATER UTILITY

8,694.73

Total Expenditure from Fund # 602 - SEWER UTILITY

11,372.70

Total Expenditure from all Funds

20,067.43



Gillett Police Department

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
Assist Other Agency	1
Request for ambulance	10
Animal Bite	1
Animal Found	1
Animal Abuse-Neglect	1
Building Check	37
Carbon Monoxide Alarm	1
Citizen Assist	1
Property Damage	1
Disturbance	2
Domestic Disturbance	2
Extra Patrol	43
Fraud	1
Gas Leak	1
Harassment	6
Information Report	1
Juvenile Problem	5
Miscellaneous CAD Call Record	2
Motorist Assist	2
Open Records Request	2
Parking Problem	3
Traffic Accident with Damage	3
Property Damage, Not Vandalism	4
School Safety Check	2
Stabbing	1
Structure Fire	1
Suspicious Person, Circumstnce	1
Theft	1
Threatening	2
Traffic Accident-No Report	3
Traffic Hazard	1
Traffic Miscellaneous	2
Traffic Violation	6
Traffic Stop	23
Trespassing	1
Truancy	7
Welfare Check	2

Total reported: 184

Report Includes:

All dates between `00:00:00 01/01/26` and `11:00:00 02/05/26`, All agencies matching `GPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



PROTECTING AMERICA'S HEROES

- 1-2 - SECURITY GARAGE - ALARM
- 1-7 - LIFT ASSISTS - G-EMS
- 1-7 - UNDERHILL - TRAFFIC CONTROL
- 1-8 - UNDERHILL - CAR ACCIDENT
- 1-12 - GAS LEAK - ROAD WORK
- 1-23 - CO2 DETECTION - GILBERT
- 1-23 - STRUCTURE FIRE - GILBERT
- 1-24 - SECURITY GARAGE - GILBERT
- 1-24 - GAS LEAK - UNDERHILL
- 1-25 - STRUCTURE FIRE - ACONTO - MARIAS
- 1-27 - STRUCTURE FIRE - SPRING - MARIAS

5 ALARM FIRE & SAFETY EQUIPMENT, LLC (HEADQUARTERS)
350 AUSTIN CIRCLE, DELAFIELD, WI 53018
800-615-6789 | 262-646-5911 | FAX: 262-646-5912
SALES@5ALARM.COM | WWW.5ALARM.COM

5 Alarm Jenison
6588 Center Industrial Drive
Suite Z
Jenison, MI 49428
616-379-5451



5 Alarm Merrillville
8762 Louisiana Street
Suite D
Merrillville, IN 46410

OPERATOR'S LICENSE

NO. 1-2026

\$40.00

WHEREAS, The Local Governing Body of the City of Gillett, County of Oconto, Wisconsin, has, upon application duly made, granted and authorized the issuance of a "Operator's" License to:

SHAWN NIGL

AND WHEREAS, the said applicant has paid the treasurer the sum of \$40.00 as required by local ordinances, and has complied with all requirements necessary for obtaining a license:

Now, Therefore, An Operator's License, pursuant to Sections 125.32(2) and 125.68(2) of the Wisconsin Statutes, and local ordinances, is hereby issued to said applicant.

FOR THE PERIOD ending June 30, 2027

(Corporate Seal)

Given under my hand and the corporate seal of
The City of Gillett, County of Oconto,
State of Wisconsin, this 5th day of February, 2026

Clerk

This License must be FRAMED and POSTED in a conspicuous place in the room the operator is serving.

ANIMAL CONTROL AGREEMENT
between
City of Gillett
and
OCONTO AREA HUMANE SOCIETY

THIS AGREEMENT is made and entered into this 1st day of January, 2026, by and between the City of Gillett , Wisconsin, and the OCONTO AREA HUMANE SOCIETY & ANIMAL SHELTER, INC., 150 South Katch Drive, Oconto, Wisconsin. THIS AGREEMENT only applies to stray dogs and/or cats who are injured, unhealthy and/or proven to be dangerous to themselves and/or others; and excludes feral cats.

IT IS HEREBY AGREED between the parties hereto as follows:

1. **Services to be Rendered.** The Oconto Area Humane Society shall assume and be responsible for duties as the boarding facility for animal control for the City of Gillett . The Oconto Area Humane Society will report to the Town Board and will be responsible for ensuring the complete execution of contract services as further detailed herein.
2. **Description of Services.** The Oconto Area Humane Society shall provide the following to the City of Gillett
 - A. Safe and secure place for animals to be housed;
 - B. A record of each animal retrieved will be kept on file;
 - C. To examine and give adequate care to all animals impounded, and vaccinate as necessary;
 - D. To hold animals for a five (5) day holding period;
 - E. To release animals to owners who present necessary proof of ownership and pay related costs; and
 - F. To intake animals during closed hours when staff is at the shelter and not busy with other shelter business
 - G. Provide **one** paid rabies quarantine for one stray cat **or** one stray dog; additional quarantines can be offered for \$150
 1. This only applies to stray animals, not owned pets.
3. **Compensation.** The Oconto Area Humane Society shall be paid annually by the City of Gillett the sum of \$300 for the boarding and animal control services set forth herein.
4. **Term.** This Agreement shall be deemed in effect as of January 1st of 2026 and will automatically renew annually until either party decides to terminate

via the terms listed in Article Seven.

5. **Representations.** The Oconto Area Humane Society makes the following representations which are agreed to be material to and from a part of the inducement for this Agreement:

A. The Oconto Area Humane Society has the expertise, support staff, and facilities necessary to provide the services described in this Agreement; and

B. The Oconto Area Humane Society shall diligently provide all required services in a timely and professional manner in accordance with the terms and conditions stated in this Agreement.

6. **Assignment.** The Oconto Area Humane Society shall not assign, sublet or transfer this Agreement, or any part hereof, without the prior written consent of the City of Gillett .

7. **Termination.** The City of Gillett or Oconto Area Humane Society may, at its option, without cause, terminate this Agreement by thirty (30) days advance written notice. In addition, either party may immediately terminate this Agreement should the other party fail to substantially perform in accordance with the terms and conditions of this Agreement, through no fault of the party initiating the termination. In the event this Agreement is terminated by either party, the Oconto Area Humane Society shall remit to the City of Gillett all copies of requested files, memoranda, documents, correspondence, and other records generated in the course of performing this Agreement, within fifteen (15) days after the effective date of any termination. Should either party terminate this Agreement as provided herein, the City of Gillett shall pay the Oconto Area Humane Society for all satisfactory services rendered prior to the effective date of termination, in an amount not to exceed the maximum dollar amount indicated in Section 3 hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed; and agree, for itself, its employees, officers, and directors, to be fully bound by all terms and conditions of this Agreement.

City of Gillett

OCONTO AREA HUMANE SOCIETY

By: _____

By: _____

***Contract return deadline 2/28/26**

***Not a contract for Town of Gillett**



Professional Services Agreement

MSA Project Number: 09443026

This AGREEMENT (Agreement) is made effective February 1, 2026, by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 1230 South Boulevard, Baraboo, WI 53913

Phone: (608) 356-2771

Representative: Jason Terry

Email: jterry@msa-ps.com

CITY OF GILLETT (OWNER)

Address: 150 North McKenzie Avenue Gillett, WI 54124

Phone: (920) 855-2255

Representative: Mayor Jon Blaskowski

Email: jon.blaskowski@cityofgillett.wi.gov

Project Name:

Gillet Utility Operations 2026-2027

The scope of the work authorized is:

See Attachment A: Scope of Services

The schedule to perform the work is:

Approximate Start Date: February 1, 2026
Approximate Completion Date: December 31, 2027

The estimated fee for the work is: \$26,000.00/year

Routine Operations, Non-Routine Operations, and Non-Scope Services	Time & Expense	See Attachment B: Rate Schedule
After-Hours and Emergency	Time & Expense	\$160

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF GILLETT

MSA PROFESSIONAL SERVICES, INC.



Jon Blaskowski

Jason Terry

Mayor

Utility Operations Team Leader

Date: 1/28/2026

Date: _____



Professional Services Agreement

MSA Project Number: 09443026

This AGREEMENT (Agreement) is made effective February 1, 2026, by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 1230 South Boulevard, Baraboo, WI 53913

Phone: (608) 356-2771

Representative: Jason Terry

Email: jterry@msa-ps.com

CITY OF GILLETT (OWNER)

Address: 150 North McKenzie Avenue Gillett, WI 54124

Phone: (920) 855-2255

Representative: Mayor Jon Blaskowski

Email: jon.blaskowski@cityofgillett.wi.gov

Project Name:

Gillet Utility Operations 2026-2027

The scope of the work authorized is:

See Attachment A: Scope of Services

The schedule to perform the work is:

Approximate Start Date: February 1, 2026

Approximate Completion Date: December 31, 2027

The estimated fee for the work is: \$26,000.00/year

Routine Operations, Non-Routine Operations, and Non-Scope Services	Time & Expense	See Attachment B: Rate Schedule
After-Hours and Emergency	Time & Expense	\$160

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF GILLETT

MSA PROFESSIONAL SERVICES, INC.

Jon Blaskowski

Mayor

Date: _____

Jason Terry

Utility Operations Team Leader

Date: _____

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC) (rev 11/25)

1. **Scope and Fee.** The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), for those services are defined in Attachment A. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the services defined in Attachment A. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. **Owner's Responsibilities.**

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in Attachment A. The OWNER shall furnish the services of other consultants other than those designated in Attachment A, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 18% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. **Costs and Schedules.** Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

5. **Access to Site.** Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of

services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

6. **Location of Utilities.** Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to MSA by others.

7. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

8. **Construction.** When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJDCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

9. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

10. **Municipal Advisor.** MSA Professional Services, Inc. is not acting as a 'Municipal Advisor' to the owner pursuant to Section 15B of the Exchange Act. For financial advice related to the corresponding project, the client is encouraged to discuss their finances with internal and/or external advisors and experts before making decisions incurring debt and/or supporting those obligations. MSA desires to serve each client well by providing the best information publicly available and is providing information as part of its engineering responsibilities to inform client options. The information is not intended to provide financial advice or recommendations and is not bound by the formal Municipal Advisor fiduciary duty.

11. **Conduct Expectations.** Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. **Electronic Documents and Transmittals.** Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's

Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. Building Information Modelling (BIM). For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 12 of this Agreement.

14. Construction Site Visits. If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in Attachment A– Scope of Services. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. Termination. This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. Betterment. If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. Hazardous Substances. OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. Insurance. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. Reuse of Documents. Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. Indemnification. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21. Accrual of Claims. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if MSA's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to MSA.

22. Dispute Resolution. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters thru mediation with a mutually agreed upon mediator. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in this Agreement.

23. Exclusion of Special, Indirect, Consequential and Liquidated Damages. MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. Limitation of Liability. Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. Successors and Assigns. The successors, executors, administrators, and legal representatives of Owner and MSA are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. Notices. Any notice required under this Agreement will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All such notices are effective upon the date of receipt.

27. Survival. Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. Severability. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. No Waiver. A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. State Law. This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. Jurisdiction. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be Sauk County, Wisconsin.

32. Understanding. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

ATTACHMENT A: SCOPE OF SERVICES

Overview

MSA proposes to provide contracted wastewater operation services by MSA employed Wisconsin Certified Wastewater Operators to meet the Department of Natural Resources (DNR) requirements for the Village of Gillette. The scope of work is listed below.

Routine Services

- Two (2) site visits per month by a Wisconsin Certified Wastewater Operator as O-I-C (operator-in-charge)
- Review water and wastewater system treatment and maintenance for compliance as set by the DNR.
- Operational assistance and training as needed to help guide staff to acquire required certification for facility O-I-C role.
- Review and submittal of EDMR, EMOR, CMOM, and ECMAR reports.

Non-Routine Services

- Any information requested by the DNR or reporting required beyond the reports listed under Routine Services above.
- Completion and submittal of the WPDES renewal application.
- Scheduling equipment service technician site visits.

After-Hours Services

- Alarm calls Monday through Friday, 5:00pm to 8:00am, and all hours on Saturday, Sunday
- MSA recognized Holidays plus mileage rate as set by Federal Government.

Emergency Services

- Critical equipment failure
- Sewage leaks
- Sewer back-up's
- Confined space entry

Services Not Included

- Repair of equipment.
- Lawn mowing, snow removal, and other grounds maintenance at facility.
- Consumable supplies (paper towel, gloves, grease, etc.).
- Laboratory analytical services.

**ATTACHMENT B:
RATE SCHEDULE**

Administrative.....	\$ 90 – \$160/hr.
Architects	\$ 90 – \$208/hr.
Community Development Specialists.....	\$144 – \$208/hr.
Digital Design.....	\$121 – \$159/hr.
Environmental Scientists/Geologists	\$116 – \$203/hr.
Geographic Information Systems (GIS)	\$105 – \$203/hr.
Housing Administration.....	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators	\$115 – \$160/hr.
IT Support	\$184 – \$203/hr.
Land Surveying.....	\$ 90 – \$208/hr.
Landscape Designers & Architects	\$ 90 – \$231/hr.
Planners.....	\$ 90 – \$226/hr.
Principals.....	\$230 – \$330/hr.
Professional Engineers/Designers of Engineering Systems.....	\$163 – \$214/hr.
Project Managers.....	\$126 – \$259/hr.
Real Estate Professionals.....	\$147 – \$203/hr.
Staff Engineers	\$ 90 – \$157/hr.
Technicians	\$105 – \$159/hr.
Utility Treatment Operators.....	\$ 90 – \$160/hr.

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2026.

REIMBURSABLE EXPENSES (effective November 30, 2025)

Building Inspection Permit Management.....	\$25/permit
Copies/Prints.....	Rate based on volume
Specs/Reports	\$10
Copies	\$0.14/page \$0.16/page for DOT
Plots	\$0.01/sq.in.
Flash Drive	\$10
Dini Laser Level	\$85/per day \$86/day for DOT
Drone Flight.....	\$375/flight \$330/flight for DOT
Geodimeter	\$30/hour
GPS Equipment	\$20/hour \$11.25/hour for DOT
GPS R2 Equipment	\$20/hour \$2/hour for DOT
Mailing/UPS	At cost
Mileage – Reimbursement.....	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle.....	\$0.70/mile \$0.74/mile for DOT
Nuclear Density Testing.....	\$30/day \$35/day for DOT
Organic Vapor Field Meter.....	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment	\$20/hour \$11/hour for DOT
Stakes/Lath/Rods.....	At cost
Travel Expenses, Lodging, & Meals.....	At cost
Traffic Counting Equipment & Data Processing.....	At cost

Expense rates represent an average or range for a particular category and are subject to change to match incurred cost in real time.

RENEWAL SERVICE AGREEMENT

DEVELOPED FOR

Matt Wickman
City Of Gillett, WI

150 N MCKENZIE AVE
Gillett, WI, 54124

1/6/2026

Residential

PROTECTING PEOPLE, WATER, & CRITICAL PIPING INFRASTRUCTURE

For more than four decades, HydroCorp has been dedicated to advancing drinking water safety, compliance, and sustainability nationwide. Specializing in cross-connection control, backflow prevention, and detailed piping system schematics, HydroCorp integrates technology with deep industry expertise to streamline on-site activities, customer service, and data management.



OUR SERVICES



Cross-Connection
Control Programs



Backflow Preventer
Test Tracking



Water Meter
Replacement & Testing



Piping Schematics



Water Quality
Management & Sampling



Corporate Office

5700 Crooks Road, Suite 100
Troy, MI 48098

844-493-7646

info@hydrocorpinc.com

hydrocorpinc.com

SCOPE OF WORK 3-4

PROFESSIONAL SERVICE AGREEMENT. 5-9

APPENDIX - QUALIFICATIONS 10

Statement of Work

HydroCorp™ (“Company”) will provide the following services to the City Of Gillett, WI (“Client”). This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City Of Gillett, WI with the necessary data and information to maintain compliance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Regulations. Once this project has been approved and accepted by the City Of Gillett, WI and HydroCorp, you may expect completion of the following elements within a 48 month period. The components of the project include:

1.1. Program Review and Program Start-up Meeting. Company will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
 - Inspection Notice, Compliance Notice, Non-Compliance Notices 1-2, and Penalty Notices
 - Testing Notices 1,2, and 3, if applicable
- Special Program Notices and Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Residential Homes)
- Review/establish procedure for vacant facilities.
- Establish facility inspection schedule.
- Review/establish procedures and protocols for addressing specific hazards.
- Review/establish procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools, educational and public awareness brochures

1.2. Inspections. Company will perform Residential Interior initial inspections, compliance inspections, and re-inspections at individual residential homes within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Rules.

1.3. Inspection Schedule. Company shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Client Contract Manager. The initial check-in will include a list of inspections scheduled. An exit interview will include a list of completed inspections.

1.4. Program Data. Company will generate and document the required program data for the Facility Types listed in the Services using the Company's Software Data Management Program. Program Data shall remain property of Client; however, Company's Software Data Management program shall remain the property of Company. View only and report capabilities are granted to Client. Additional Services include:

- (a) Prioritize and schedule inspections
- (b) Notify users of inspections and backflow device installation/testing requirements, if applicable
 - i. If applicable, Qualified Wisconsin Backflow Preventer Testers will register via HydroCorp Managed Software and be verified for current credentials prior to online test forms being accepted. Credential shall be maintained in HydroCorp Software and updated by HydroCorp staff.
 - ii. All testers are required to register & process results online
 - iii. Company does not accept test forms via fax, mail, or email from testers, water customers, or client
- (c) Monitor inspection compliance using Company's online software management program
- (d) Maintain the program to comply with all Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater regulations
- (e) Provide data management and program notices for all inspection and testing (if applicable) services throughout the term

1.5. Account Listing Information. Client shall provide the following information to Company during initial onboarding. Company will accept updates via standard account template no more often than once per month. Information to include: **Any development work to enter facility listing in Company database will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.**

- (a) Account Listing: City Of Gillett, Wi to provide accurate account listing of active residential water customers with and without known backflow preventer assemblies.
- (b) Account Listing Format: Account listing to be provided in Excel format only; Required Account Information: Service Name, Service Street Address, Service City, Service State, Service Zip, Mailing Name, Mailing Street Address, Mailing City, Mailing State, Mailing Zip.
- (c) Required Device Information: Last Test Date, size, make, model, and serial number (if applicable)
 - i. All previous test data must be provided in excel format. Company will not accept paper tests for upload.

1.6. Cross Connection Control Plan and Review of Cross-Connection Control Ordinance. Company will review and/or develop a comprehensive cross-connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of Client. Company will review or assist in the development of a cross-connection control ordinance.

1.7. Public Relations Program. Company will assist Client with a community-wide public relations program, including general awareness brochures and website cross-connection control program content. The utility/city will provide HydroCorp with an electronic copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only (300 dpi in either .eps, or other high-quality image format).

1.8. Support. Company will provide ongoing support via phone, website, or email for the Term.

1.9. Facility Types. The facility types included in the program are as follows: residential

1.10. Inspection Terms. Company will perform a maximum of 228.00 inspections over the Term. The total inspections include all initial inspections, compliance, and re-inspections. Additional Inspections above the contract terms will be billed separately at a rate of \$101.92. Company Personnel will not enter confined spaces. *Vacant facilities that have been provided to Company, scheduled no show, or refusal of inspection will count as an inspection/site visit for purposes of the contract.*

1.11. Compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater . Company will assist in compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater cross-connection control program requirements for all commercial, industrial, institutional, residential, multifamily, and public authority facilities.

1.12. Inventory. Company shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model, and serial number (if applicable).

1.13. Annual Year-End Review. Company will conduct an annual or year-end review meeting to discuss the overall program status and specific program recommendations.

1.14. Vacuum Breakers. HydroCorp will provide up to four (4) ASSE-approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.

The above services will be provided for:

Year	Monthly Amount	Annual Amount
Year 1	\$456.00	\$5,472.00
Year 2	\$474.24	\$5,690.88
Year 3	\$493.19	\$5,918.31

Year 4	\$512.95	\$6,155.43
Contract Total	\$23,236.62	

Contract Amount is based upon a 48 Months term and shall renew in 12-month increments after term unless written cancellation by either party received at least 60 days prior to renewal. HydroCorp will invoice in Monthly Amounts. Pricing is valid for 90 days from the date of the proposal.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date of 1/1/2026.

City Of Gillett, Wi



By:
Title: *Mayor*

HydroCorp



By: Paul M. Patterson
Its: Senior Vice President

RENEWAL SERVICE AGREEMENT

DEVELOPED FOR

Matt Wickman
City Of Gillett, WI

150 N MCKENZIE AVE
Gillett, WI, 54124

1/6/2026

Commercial

PROTECTING PEOPLE, WATER, & CRITICAL PIPING INFRASTRUCTURE

For more than four decades, HydroCorp has been dedicated to advancing drinking water safety, compliance, and sustainability nationwide. Specializing in cross-connection control, backflow prevention, and detailed piping system schematics, HydroCorp integrates technology with deep industry expertise to streamline on-site activities, customer service, and data management.

OUR SERVICES



Cross-Connection
Control Programs



Backflow Preventer
Test Tracking



Water Meter
Replacement & Testing



Piping Schematics



Water Quality
Management & Sampling



Corporate Office

5700 Crooks Road, Suite 100
Troy, MI 48098

844-493-7646

info@hydrocorpinc.com

hydrocorpinc.com

SCOPE OF WORK 3-4

PROFESSIONAL SERVICE AGREEMENT 5-9

APPENDIX - QUALIFICATIONS 10

Statement of Work

HydroCorp™ (“Company”) will provide the following services to the City Of Gillett, Wi (“Client”). This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City Of Gillett, Wi with the necessary data and information to maintain compliance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Regulations. Once this project has been approved and accepted by the City Of Gillett, Wi and HydroCorp, you may expect completion of the following elements within a 48 month period. The continued components of the project include:

1.1. Program Review and Program Start-up Meeting. Company will conduct a Program Startup Meeting, if requested, for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
 - Inspection Notice, Compliance Notice, Non-Compliance Notices 1-2, and Penalty Notices
 - Testing Notices 1,2, and 3, if applicable
- Special Program Notices and Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Utility owned buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities.
- Establish facility inspection schedule.
- Review/establish procedures and protocols for addressing specific hazards.
- Review/establish high-hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools, educational and public awareness brochures

1.2. Inspections. Company will perform Non-Residential Interior initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Rules.

1.3. Inspection Schedule. Company shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Client Contract Manager. The initial check-in will include a list of inspections scheduled. An exit interview will include a list of completed inspections.

1.4. **Program Data.** Company will generate and document the required program data for the Facility Types listed in the Services using the Company's Software Data Management Program. Program Data shall remain property of Client; however, Company's Software Data Management program shall remain the property of Company. View only and report capabilities are granted to Client. Additional Services include:

- (a) Prioritize and schedule inspections
- (b) Notify users of inspections and backflow device installation/testing requirements, if applicable
 - i. If applicable, Qualified Wisconsin Backflow Preventer Testers will register via HydroCorp Managed Software and be verified for current credentials prior to online test forms being accepted. Credential shall be maintained in HydroCorp Software and updated by HydroCorp staff.
 - ii. All testers are required to register & process results online
 - iii. Company does not accept test forms via fax, mail, or email from testers, water customers, or client
- (c) Monitor inspection compliance using Company's online software management program
- (d) Maintain the program to comply with all Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater regulations
- (e) Provide data management and program notices for all inspection and testing (if applicable) services throughout the term

1.5. **Account Listing Information.** Client shall provide the following information to Company during initial onboarding. Company will accept updates via standard account template no more often than once per month. **Any development work to enter facility listing in Company database will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.** Information to include:

- (a) Account Listing: City Of Gillett, WI to provide accurate account listing of active non-residential water customers with and without known backflow preventer assemblies.
- (b) Account Listing Format: Account listing to be provided in Excel format only; Required Account Information: Service Name, Service Street Address, Service City, Service State, Service Zip, Mailing Name, Mailing Street Address, Mailing City, Mailing State, Mailing Zip.
- (c) Required Device Information: Last Test Date, size, make, model, and serial number (if applicable)
 - i. All previous test data must be provided in excel format. Company will not accept paper tests for upload.

1.6. **Cross Connection Control Plan and Review of Cross-Connection Control Ordinance.** Company will review and/or develop a comprehensive cross-connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of Client. Company will review or assist in the development of a cross-connection control ordinance.

1.7. **Public Relations Program.** Company will assist Client with a community-wide public relations program, including general awareness brochures and website cross-connection control program content. The utility/city will provide HydroCorp with an electronic copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only (300 dpi in either .eps, or other high-quality image format).

1.8. **Support.** Company will provide ongoing support via phone, website, or email for the Term.

1.9. **Facility Types.** The facility types included in the program are as follows: industrial; institutional; commercial; miscellaneous water users; and multifamily. Large industrial and high-hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. Company typically allows a maximum of up to three (3) hours of inspection time per facility. An independent cross-connection control survey (at the business owner's expense) may be required at these larger/complex facilities, and the results submitted to Client to help verify program compliance.

1.10. **Inspection Terms.** Company will perform a maximum of 160.00 inspections over the Term. The total inspections include all initial inspections, compliance, and re-inspections. Additional Inspections above the contract terms will be billed separately at a rate of \$196.02. Company Personnel will not enter confined spaces. **Vacant facilities that have been provided to Company, scheduled no show, or refusal of inspection will count as an inspection/site visit for purposes of the contract.**

1.11. **Compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater .** Company will assist in compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater cross-connection control program requirements for all commercial, industrial, institutional, residential, multifamily, and public authority facilities.

1.12. **Inventory.** Company shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model, and serial number (if applicable).

1.13. **Annual Year-End Review.** Company will conduct an annual or year-end review meeting to discuss the overall program status and specific program recommendations.

1.14. **Vacuum Breakers.** HydroCorp will provide up to six (6) ASSE-approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.

The above services will be provided for:

Year	Monthly Amount	Annual Amount
------	----------------	---------------

Year 1	\$615.50	\$7,386.00
Year 2	\$640.10	\$7,681.20
Year 3	\$665.70	\$7,988.40
Year 4	\$692.33	\$8,308.00
Contract Total		\$31,363.60

Contract Amount is based upon a 48 Months term and shall renew in 12-month increments after term unless written cancellation by either party received at least 60 days prior to renewal. HydroCorp will invoice in Monthly Amounts. Pricing is valid for 90 days from the date of the proposal.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date of 1/1/2026.

City Of Gillett, WI

HydroCorp


 By:
 Title: Mayor


 By: Paul M. Patterson
 Its: Senior Vice President

High School Part-Time Public Works & Utility Departments Job Description



Revised: January 29, 2026

Position Summary

Reports to the Public Works and Utility Department Heads

Hours: Up to 29 hours per week, not exceeding 1,509 hours annually.

This position entails routine labor such as lawn maintenance, painting, snow/ice removal, cleaning of storm sewers, leaf and brush pickup, and other similar labor.

Qualifications & Student Requirements

Must be a current high school student in good standing or a recent graduate.

Ability to lift and carry up to 50 lbs.

Comfortable working outdoors in various conditions (heat, rain, or cold).

Stamina to perform manual labor, such as mowing or shoveling, for extended periods.

Professional Conduct:

Proven track record of arriving on time for school, sports, or previous work.

Ability to follow multi-step instructions and represent the City of Gillett professionally when interacting with park visitors.

Ability to complete a checklist of tasks (like restroom cleaning or shelter prep) without constant direct supervision.

Candidates 18 or older must pass a background check and drug screening; candidates under 18 may require parental consent and must adhere to Wisconsin Child Labor Laws.

Responsibilities

- Lawn mowing and trimming
- Painting
- Garbage collection
- Snow and ice removal
- Cleaning storm sewer catch basins
- Assisting utility workers as directed
- Operating power equipment (e.g., chainsaws, wood chippers)
- Other duties as assigned
- Ensure shelters at Honey Park and Zippel Park are clean for rentals (schedule provided)
- Use provided cleaning supplies
- Communicates with Department Heads or Clerk's Office
- Strives to make the city an inviting place for residents and visitors alike. This is essential in maintaining the beauty, safety, and functionality of our public spaces throughout the city
- Other duties as assigned by Public Works or Utility Department Head

Part-Time Public Works & Utility Departments Laborer

JOB DESCRIPTION



CITY OF GILLETT

REVISED: JANUARY 29, 2026

Position Summary

This position plays a vital role in maintaining the cleanliness, safety, and overall appeal of the City of Gillett. By ensuring public spaces are well-kept and inviting, you help foster community pride and create a welcoming environment for residents and visitors.

Hours: Up to 29 hours per week, not exceeding 1,509 hours annually.

Responsibilities

Includes, but is not limited to:

- Maintain a clean and attractive city environment through lawn care, snow removal, and general upkeep
 - Painting and minor repairs to preserve city facilities
 - Garbage collection and storm sewer maintenance to ensure public health and safety
 - Assist utility workers as directed
 - Operate power equipment (e.g., chainsaws, wood chippers)
 - Other duties as assigned to support the city's commitment to cleanliness and community pride
-

Weekend Parks Coverage

Your efforts ensure that parks remain clean and welcoming for families and visitors during peak seasons. Responsibilities include:

- Cleaning restrooms and shelters at Zippel and Honey Parks
- Preparing rental spaces for events to maintain a positive experience for guests
- Communicating with Public Works and Utility leadership to uphold city standards

LETTER OF INTENT TO MEET CONDITIONS

Date 01/29/2026

TO: United States Department of Agriculture

Rural Development

(Name of USDA Agency)

Attn: Julie Giese
N800 Cty Rd A
Briggsville, WI 53920

(USDA Agency Office Address)

We have reviewed and understand the conditions set forth in your letter dated 01-29-2026. It is our intent to meet all of them not later than 01-28-2027.

Cost Overrun funds for Sewer Utility.

CITY OF GILLETT

(Name of Association)

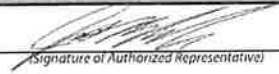

BY 

Mayor, City of Gillett

(Title)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a persons is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0570-0062. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data, needed, and completing and reviewing the collection of information.

Request for Obligation of Funds

1. Borrower Name		CITY OF GILLETT	5. Case/Borrower Number		ST 58	CO 042	BORROWER ID 038498662
2. Borrower Address		150 N McKenzie Ave	6. Type of Applicant		Public Body		
3. City, State, Zip Code		Gillett, WI 54124-	7. Collateral Code		Secured By Bonds		
4. County Name		Oconto	8. Community Size / Service Area				
9. Amount of Loan		\$994,000.00	13. Interest Rate		3.75	%	
10. Amount of Grant		\$0.00	14. Repayment Terms (years)		40		
11. Type of Assistance Code		062	15. Type of Payment		Semi-Annually		
12. Fiscal Year		2026	16. Kept blank for future use				
17. COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL:							
Approval of financial assistance is subject to the terms of the Letter of Conditions dated April 7, 2022 and Amended 1/29/26.							
18. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time (as applicable in accordance with program regulations). I agree to use the sum specified herein, subject to and in accordance with regulations and applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan/grant closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan/grant approval requirements and comments associated with this loan/grant request and agree to comply with these provisions.							
WARNING: Whoever, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes use of any false writing or document know the same to contain any false fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both.							
(For loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO" the interest rate charged on my loan will be the rate specified on this form. <input checked="" type="radio"/> YES <input type="radio"/> NO <input type="radio"/> N/A-Grant Only							
01/29/2026		(Date)					
City of Gillett		(Organization Name)		Jonathan Blaskowski, Mayor			
				(Typed or Printed Name and Title of Authorized Representative)			
For Internal Use Only							
19. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.							
		(Date)					
		(Typed or Printed Name of Approving Official)		(Title)			
Obligation Date for Obligation ID _____							
20. TO THE APPLICANT: As of this date _____, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions, contact the appropriate USDA Servicing Office.							

