

City of Gilbert
Regular Council Meeting
March 8, 2011
Council Chambers

Mayor Bellerud called the meeting to order at 6:37 p.m.

Members Present: Bellerud, Omersa, Garrity, Gentile and Nemanick

Members Absent: None

Staff Present: City Engineer Jamnick, Police Chief Skelton, Working Foreman Kuitunen, Fire Chief Omersa, Library Director Prieve, Clerk Darrow and Secretary Olsen.

Mayor Bellerud led the audience in the recitation of the Pledge of Allegiance.

Scott Hirsch and Vanessa Jacobson were present to request the use of Kennedy Park on July 23, 2011 for their wedding reception.

Motion by Gentile, second by Omersa to allow Scott Hirsch and Vanessa Jacobson to use Kennedy Park from 12:00 p.m. on July 23, 2011 to 12:00 a.m. on July 24, 2011. The tent will be set up on July 22. As a condition of this request, the applicants agree to a rental fee of \$200.00 for the use of the park. If all trash, equipment, supplies and tent are removed by July 24, 2011 the applicants will receive the \$200.00 rental fee back no later than Wednesday, July 28, 2011. Applicants must also furnish the proper insurance and have a liquor permit as with other similar events. All approved.

Nemanick thanked the couple for using the facility and said he would like to encourage the use of such city properties.

The mayor opened the Public Hearing on the Sherwood Forest Campground Five-Year Plan.

Jamnick informed the council the project cost is approximately \$725,000. He also stated the city had applied unsuccessfully in 2010 to the Minnesota DNR for funding and would reapply in 2011 with applications due in March. Discussion followed on setting up a Campground Board to break the project into phases and set up a priority list to aid in the funding application process. It was the consensus of the council to consult Attorney Aluni in establishing the board.

Motion by Garrity, second by Gentile to create a five member Campground Board to oversee the expansion project. All approved.

Garrity suggested Clerk Darrow advertise for parties interested in serving on the Campground Board.

Nemanick expressed caution before spending money and urged the city to explore various funding sources such as water resource funding.

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There was no input from the public.

Motion by Gentile, second by Garrity to close the Public Hearing. All approved.

Motion by Gentile, second by Omersa to approve the following additions to the agenda:

1. One-ton Recommendation
2. Recommendation of hiring new cleaning service
3. Health Impact Analysis Letter of Support (State of Minnesota)

All approved.

Motion by Omersa, second by Nemanick to approve the minutes of the city council meetings of February 22, 2011. All approved.

Motion by Garrity, second by Omersa to approve board and commission minutes. All approved. (no minutes submitted)

Tom Smith of the Gilbert Police Department and Paul Buchanen, a certified scuba instructor were present seeking support from the city council in orchestrating a mass dive at Ore-be Gone to be held August 13, 2011. Buchanen said Ore-be-Gone is a prime dive location and through various routes of advertising they hope to attract many divers. Buchanen also felt the event would be better received if the City of Gilbert helped promote it. The council expressed their support and Clerk Darrow agreed to gather information as it becomes available to present to the council.

Garrity addressed the city charter and charter commission. He stated he would like to see the city governed under the Mayor's Handbook rather than the Robert's Rules of Order. He also stated he would like to see a change to allow council members to serve on more than one board.

Leo Skrbec of the Gilbert Charter Commission was present and informed the council of an upcoming Charter Commission meeting scheduled for March 23, 2011. Skrbec also mentioned that the charter by-laws have changed allowing the membership to be reduced from fifteen to nine. After discussion it was the consensus of the council to check on the legality of the by-laws change.

Garrity also addressed the issue of updating job descriptions.

Motion by Garrity, second by Gentile to review job descriptions for all employees and appoint a committee consisting of Omersa, Garrity and Darrow to travel to St. Paul by August to meet with the League for assistance. All approved.

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Library Director Prieve informed the council the library has partnered with MNSCU and a MNSCU grant titled e-folio which offers businesses, citizens and the unemployed a web site and the ability to find careers and jobs. Prieve stated the economy in the area has suffered due to the lack of the Web. He also stated computer classes and training are available at the library.

Motion by Garrity, second by Omersa to approve the bills and payroll subject to audit by the mayor and clerk. All approved.

Discussion followed on the utilization of Russo Consulting for contract negotiations.

Motion by Nemanick, second by Gentile for the city council to do their own contract negotiating.

The council debated the pros and cons of conducting their own contract negotiations. Clerk Darrow advised the council to continue with Russo Consulting for this year due to the fact that negotiations are already well underway.

After discussion, Gentile rescinded his second on the motion and Nemanick rescinded his motion. The council did agree to discuss the matter again in the future.

The council also agreed to allow Clerk Darrow to use his own discretion in contacting Russo on matters.

Chief Skelton informed the council the joint agreement with Biwabik is approaching 2 ½ years and he recommended a committee be formed to review the contract and address any concerns. It was the consensus of the council to appoint Bellerud, Nemanick and Darrow to serve on the committee.

Motion by Gentile, second by Garrity to authorize the safety committee to award an annual contract in the amount not to exceed \$4,337.50 to MMUA to provide safety training and consultation from March 15, 2011 to March 15, 2012 subject to the proposal attached. MMUA agrees to bill the city four times per year (April 2011, August 2011, January 2012 and March 2012) All approved.

Darrow explained there is a payback through reduction in insurance premiums for participating in such a program.

Discussion followed on the Community Center Tuckpointing Project. Darrow explained the city needs to approve a Loan Resolution Security Agreement with the USDA authorizing approval of a \$35,000.00 loan at an interest rate of 4.25% for a period of 40 years.

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Motion by Omersa, second by Gentile to enter into a loan agreement with USDA and approve the Position 5 Resolution. All approved.

Motion by Gentile, second by Omersa to have Clerk Darrow register interested staff and council members for the LMC Legislative Conference, Safety Conference, Wastewater Training, LMC Annual Conference and Clerk's Institute Training. All approved.

Darrow informed the council the Bertucci property was granted a six month stay to comply with the requirements established by the City of Gilbert. Darrow also informed the council he received a letter from James Bertucci stating he has already spent \$1,500 and has an additional \$12,000 to \$15,000 planned in renovations.

Darrow also stated he has contacted the county and IRR regarding funding to raze the other hazardous buildings with any action being taken at a future meeting.

Discussion followed on the City's Comprehensive Plan noting it had not been updated in approximately ten years.

Motion by Garrity, second by Omersa to formalize a Comprehensive Plan committee made up of three Planning Commission members (Wedge, St. Lawrence and Sailer), two City Council members (Omersa and Nemanick) and up to three at large seats. Furthermore, the council formally approves the schedule of the comprehensive planning project (as outlined in the clerk's memo dated March 1, 2011). The project team will be made up of Clerk Darrow, Eric Wedge and John Jamnick. All approved.

Motion by Garrity, second by Omersa to authorize the city clerk to enter into a Grant Agreement with IRRRB for the downtown economic development and sustainability plan and to develop an RFQ for said plan. The clerk will present the RFQ to the council on March 22, 2011 for formal approval. All approved.

Motion by Nemanick, second by Gentile to move forward with RFQ process for the city's insurance services. (current policy expires in June, 2011) All approved.

Darrow updated the council on the fleet situation stating the city is currently seeking a new one-ton and conducting a needs analysis.

Clerk Darrow informed the council the water test results were back from NTS and the city's water is well within the health limits. He stated the results would be published in the Gilbert Herald as well as posted on the city's web site.

Darrow reminded the council of a meeting regarding Lake Ore-be-Gone with Representative Rukavina on March 25, 2011 at 10:00 a.m. with Mayor Bellerud and

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Councilor Gentile attending. Darrow agreed to check on the legality of more than two members of the council being in attendance.

Darrow informed the council the annual audit would be conducted in the next thirty days with Gary Mackley being present to assist.

Darrow also stated he and the mayor are hosting a breakfast meeting with area leaders on March 23, 2011. Among items for discussion are equipment sharing, policies, Highway 53 project, and LGA.

Motion by Omersa, second by Nemanick to purchase a 2011 Ford F-450 from Lundgren Motors in an amount not to exceed \$40,915.77. All approved. The city received bids from Lundgren Motors and Waschke Auto Plaza.

Motion by Omersa, second by Nemanick to authorize the city clerk to hire JoAnn Fautch at a rate of \$10.00 per hour and enter into a contract (prepared by the city attorney) for cleaning services for city hall and the police department. All approved.

Motion by Nemanick, second by Garrity to direct the city clerk to sign a letter of support for the HIA (Health Impact Assessment) in connection with the Highway 53 project. The city will be under no financial obligation related to this project. The city clerk agrees to update the council as to the scope of the grant and status of this project. All approved.

Motion by Omersa, second by Garrity to adjourn the meeting at 7:41 p.m. All approved.

Mayor

Attest:

City Clerk