

CITY OF GILBERT
CITY COUNCIL MEETING
TUESDAY, OCTOBER 25, 2016

6:30 P.M. REGULAR CITY COUNCIL MEETING

1. **CALL TO ORDER**
2. **ROLL CALL**
 - A. Determination of Quorum
 - B. Pledge of Allegiance
 - C. Approve Agenda
3. **APPROVE CITY COUNCIL MINUTES**
 - A.
4. **PUBLIC INPUT**
5. **REPORTS - STAFF**
 - A. Chief of Police
 - B. Public Works Operations Director
 - C. Library Director
6. **REPORTS - MAYOR, COUNCIL, BOARDS & COMMISSIONS**
 - A. City Councilors
 - B. City Attorney
 - C. City Engineer
7. **OLD BUSINESS - No action needed**
 - A. Emergency Operation Plan Update
 - B. Update Nuisance Ordinance
8. **NEW BUSINESS**
 - A. Change Order 1 Project 15-196 Genoa Sanitary Sewer Project
 - B. Addition to Water Main to MecKinley
 - C. MOA With City of Virginia for Central Iron Range Brownfield Coalition
 - D. Authorization to Distribute Request for Preselection of MBR Equipment
 - E. Clerk/Treasurer Request for Contract Extension
 - F. League of MN Cities Dues
 - G. Coalition of Greater MN Cities Dues
 - H. CGMC Voluntary Assessment for Environmental Action Fund
9. **APPROVE PAYMENT OF BILLS AND PAYROLL**
10. **ACKNOWLEDGEMENTS**
 - A. Gilbert Police Commission Minutes September 13, 2016
 - B. EFGSD Jt Powers Rec Board Minutes September 14, 2016
11. **ADJOURN**

8/4

JOLA & SOPP EXCAVATING INC.

P.O. BOX 738
EVELETH, MN 55734

PHONE (218) 749-8995 FAX (218) 749-3799

DATE: 10/20/16

NAME: CITY OF GILBERT
 C/O: JOHN JAMNICK, JPJ ENGINEERING, INC. WORK PERFORMED AT: GENOA
 ADDRESS: 425 GRANT STREET ADDRESS: STREETS
 CITY: HIBBING, MN 55746
 PHONE: 218-262-5528

WE HERBY PROPOSE TO FURNISH ALL LABOR, EQUIPMENT, AND MATERIAL FOR:

Replace (2) Base Elbows and Guide Rails at Genoa Lift Station 2, to include: **\$19,020.00**
 All labor and materials, including 4" Base Elbow Assemblies; 4"x8" Dip Spools; 4" 90° Elbows;
 Flanges; Gasket/Nut Bolt Sets; 2" Stainless Steel Guide Rails; SS Anchor Bolts; SS Chain w/
 Clevis; SS Pump Handles; and Misc. Supplies

Furnish & install (1) New Access Cover Cast in Concrete Slab for Genoa Lift Station 2, to include.
 All labor and materials, including 30"x48" Aluminum Access Cover w/ Safety Grates cast into 72"
 Concrete (Cover) Slab; 4" Vent Pipe; and Misc. Supplies

NOTE: CITY OF GILBERT TO PROVIDE PUMPER/VACTOR TRUCK FOR PROJECT
 NOTE: ADD'L LIFTING EQUIPMENT (\$225/HR) AND LABOR (\$100/MANHR) WILL BE
 TREATED AS AN ADDITIONAL PAY ITEM IF PROVIDED
APPLIED FROM TIME LEFT J&S SHOP TO TIME BACK AT J&S SHOP

*5 hrs @ \$225 = 1,125
 2 @ 5 hrs @ 100 = 1,000*

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE WORK TO BE PERFORMED IN ACCORDANCE WITH THE DRAWINGS AND SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A PROFESSIONAL MANNER FOR THE SUM OF:

NINETEEN THOUSAND TWENTY AND NO/100's

\$19,020.00

TO BE PAID AS FOLLOWS:

FINANCE CHARGE OF 1.5% PER MONTH WILL BE ADDED TO ALL ACCOUNTS OVER 30 DAYS

+ 2,125
 \$21,145

ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE, TORNADO, AND OTHER NECESSARY INSURANCE UPON ABOVE WORK.

J & S EXCAVATING AUTHORIZED SIGNATURE:

THIS PROPOSAL MAY
BE WITHDRAWN IF
NOT ACCEPTED IN: **30 DAYS**

PRELIMINARY MECHANIC'S LIEN NOTICE

ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS. UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE:

DATE:

3/4



1 CANNON ST W
DUNDAS, MN 55019
Phone: 507-645-8004
email: info@minnesotapumpworks.com

Estimate

Date	Estimate No.
9/22/2016	7113

Name/Address
City of Gilbert PO Box 548 Gilbert, MN 55741

Terms	Project
NET 30	Cover/Concrete Slab

Description	Qty	Rate	Total
MINNESOTA PUMP WORKS IS PLEASED TO OFFER THIS QUOTE FOR A NEW ACCESS COVER CAST IN CONCRETE SLAB.			
LOT OF EQUIPMENT TO INCLUDE: ALUMINUM ACCESS COVER (30"X48") WITH SAFETY GRATES, CAST IN 72" CONCRETE SLAB, 4" VENT PIPE AND MISCELLANEOUS SUPPLIES.	1	3,740.00	3,740.00
ESTIMATED DELIVERY FEE TO JOBSITE	1	1,250.00	1,250.00
ESTIMATED ON-SITE SERVICE LABOR (2 TECHS) PER DIEM	5 1	220.00 400.00	1,100.00 400.00
LEAD-TIME: 4-5 WEEKS			
NOTE: THIS QUOTE IS BASED ON COMPLETING WITH ADDITIONAL WORK AT THE GENOLA LIFT STATION. IF SEPARATE TRIP IS REQUIRED CHARGES WOULD APPLY.			

PRICING IS VALID FOR 30 DAYS AND INCLUDES AN ESTIMATED FREIGHT CHARGES.

Total	\$6,490.00
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1 CANNON ST W
 DUNDAS, MN 55019
 Phone: 507-645-8004
 email: info@minnesotapumpworks.com

4/14

Estimate

Date	Estimate No.
6/27/2016	6656

Name/Address
City of Gilbert PO Box 548 Gilbert, MN 55741

Terms	Project
NET 30	LS 2 - Replace Elbows/Rails

Description	Qty	Rate	Total
<p>MINNESOTA PUMP WORKS IS PLEASED TO OFFER THIS QUOTE TO REPLACE THE BASE ELBOWS AND GUIDE RAILS AT YOUR LIFT STATION 2 - GENOLA.</p> <p>LOT OF ONSITE LABOR/TRAVEL TIME (2 TECHS REQUIRED), MILEAGE, PER DIEM AND EQUIPMENT: (2) 4" BASE ELBOW ASSEMBLIES, (2) 4" X 8' DIP SPOOLS, (2) 4" 90° ELBOWS, FLANGES, GASKET/NUT BOLT SETS, 2" STAINLESS STEEL GUIDE RAILS, STAINLESS STEEL ANCHOR BOLTS, STAINLESS STEEL CHAIN W/CLEVIS, STAINLESS STEEL PUMP HANDLES AND MISCELLANEOUS SUPPLIES</p> <p>FREIGHT: FOB FACTORY LEAD-TIME: 3-4 WEEKS</p> <p>NOTE: THE CITY WILL NEED TO PROVIDE A PUMPER/VECTOR TRUCK WHILE WORK IS IN PROGRESS.</p> <p>THANK YOU, JENNY - JENNYB@MINNESOTAPUMPWORKS.COM 507-645-8004</p> <p>CC: JOE RUBBELKE - JOER@MINNESOTAPUMPWORKS.COM 612-817-6521</p>	1	10,047.45	10,047.45

PRICING IS VALID FOR 30 DAYS AND DOES NOT INCLUDE FREIGHT CHARGES

Total	\$10,047.45
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8 B

City of Gilbert
Request for City Council Action

Date: October 13, 2016

Issue: Addition to water main going to McKinley

Background: Requesting the City Council to authorize up to \$5,000 so the city of Gilbert could have a tee, an 8" valve and 5' to 10' of ductile pipe installed on the water main at the corner of Enterprise Trail and Hwy 135. This would be more cost effective to install during the water line installation project rather than doing it after the fact at a later date. This would make it much easier if MN DNR would ever want water at the OHV park or some other entity requesting water in that area.

Council Action:

City Council action is requested on this issue.

City of Gilbert
Request for City Council Action

8 C
1/4

Date: October 20, 2016

Issue: Memorandum of Agreement between the City of Virginia and members of the Central Iron Range Brownfield Coalition.

Background: Last year the Gilbert City Council took action to participate in the Central Iron Range Brownfield Coalition. The City of Virginia has agreed to act as the fiscal agent for the federal EPA grant. Therefore, each entity needs to take formal action on the Memorandum of Agreement with the City of Virginia.

Council Action:

City Council action is requested to approve and authorize the Mayor and Clerk to sign the Memorandum of Agreement Between the City of Virginia and the City of Gilbert as a participating city in the Central Iron Range Brownfield Coalition.

MEMORANDUM OF AGREEMENT
BETWEEN CITY OF VIRGINIA AND
THE CENTRAL IRON RANGE BROWNFIELD COALITION

2/4

This Memorandum of Agreement documents the roles and responsibilities of the various parties involved in the Central Iron Range Brownfield Coalition with respect to the United States Environmental Protection Agency (US EPA) Cooperative Agreement between the City of Virginia and the US EPA. This Memorandum of Agreement (MOA) is between the City of Virginia and the cities of Aurora, Babbitt, Biwabik, Bovey, Buhl, Chisholm, Coleraine, Cook, Ely, Eveleth, Gilbert, Hoyt Lakes, Keewatin, Marble, Nashwauk, and Taconite, and Balkan Township.

1. On May 20, 2016, US EPA awarded a cooperative agreement with the Lead Coalition Member, City of Virginia. The grant period is October 1, 2016 to September 30, 2019. City of Virginia is responsible to US EPA for management of the cooperative agreement and compliance with the statutes, regulations, and terms and conditions of the award, and ensuring that all members of the coalition are in compliance with the terms and conditions.
 2. It is the responsibility of the City of Virginia to provide timely information to the other Coalition Partners regarding the management of the cooperative agreement and any changes that may be made to the cooperative agreement over the period of performance. The City of Virginia will delegate tasks and use Iron Range Brownfields Coalition meetings and its organizational structure to facilitate this task.
 3. Coalition Partners and contact information attached as Exhibit A. Activities funded through the cooperative agreement may include inventory preparation, site selection criteria development, assessments, planning (including cleanup planning) relating to brownfield sites, and outreach materials and implementation, and other eligible activities. Consultant(s) and contractors have been retained under 40 CFR 30.36 to undertake various activities funded through the cooperative agreement and may award sub-grants to other coalition members under 40 CFR 31.37 for assessment projects in their geographic areas. Sub-grantees are accountable to City of Virginia for proper expenditure of funds.
 4. City of Virginia and the Coalition Partners have completed the procurement of the consultant(s) in compliance with 40 CFR 31.36 requirements to select qualified environmental consulting firms to assist with or perform required inventory, assessment, planning, economic analysis, and outreach activities.
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MEMORANDUM OF AGREEMENT
BETWEEN CITY OF VIRGINIA AND
THE CENTRAL IRON RANGE BROWNFIELD COALITION

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5. City of Virginia and the Coalition Partners will work to develop a site selection process based on agreed upon factors and will ensure that a minimum of five sites are assessed over the life of the cooperative agreement. Selected sites will be submitted to US EPA project manager or prior approval to ensure eligibility. Note: *City of Virginia and each of the Coalition Partners may agree upon a minimum number of sites assessed per member at the start of the cooperative agreement to ensure equitable distribution of funds across all members' jurisdictions.*
 6. Upon designation of the specific sites, it will be the responsibility of City of Virginia to work with the Coalition Partners in whose geographic area the site is located to finalize the scope of work for the consultant or contractor. It will be the responsibility of this partner to obtain all required permits, easements, and/or access agreements as may be necessary to undertake assessments at the selected site. If this partner does not have the capacity to perform these activities, the City of Virginia may assist in securing necessary site access agreements and permits.
 7. The City of Virginia is responsible for ensuring that other activities as negotiated in the work plan, such as community outreach and involvement, are implemented in accordance with a schedule agreed upon by City of Virginia and the Coalition Partner in whose geographic area the site to be assessed is located.
-

MEMORANDUM OF AGREEMENT
BETWEEN CITY OF VIRGINIA AND
THE CENTRAL IRON RANGE BROWNFIELD COALITION

4/4

Approved by the Coalition Partner this 25 day of October, 2016.

COALITION PARTNER: CITY OF GILBERT
Name of Partner Entity

By: _____
Signature

ROBERT KUTSI, MAYOR
Printed Name

By: _____
Signature

DEBRA SAKRISON, CLERK/TREASURER
Printed Name

City of Gilbert
Request for City Council Action

8D
1/2

Date: October 19, 2016

Issue: Stantec is requesting the City Council authorize sending "Request for Preselection for the Supply and Delivery of an Ultrafiltration Membrane Bioreactor (MBR) Equipment System at the City of Gilbert, Minnesota Wastewater Treatment Facility" to various MBR manufacturers.

Background: The type of MBR needs to be determined before the design of the WWTF can continue to move forward.

Council Action:

City Council action is requested to approve the request to send out the preselection document.

To: City of Gilbert
Deb Sakrison

From: Ron LaFond, P.E.
Stantec

File: WWTF Improvements
Gilbert, MN
193803690

Date: October 18, 2016

Reference: MBR Preselection Request for Proposals

1. The WWTF Improvements project includes a membrane bioreactor (MBR) system. Given the considerable variation in layout between the various MBR systems, it is typical to select the MBR manufacturer at this point in the design schedule using a formal preselection procedure. The first task of preselection is to send a Request for Proposal (RFP) to the manufacturers.
2. At the regular meeting on October 25, we ask that that the City Council authorize Stantec to send out the RFP to the MBR manufacturers during the first week of November. Proposals would be due 4 weeks later. Proposals would be reviewed by City staff and Stantec during December with selection of the MBR manufacturer formalized by the City council in January 2017.
3. The RFP is over 40 pages in length and still in draft form. We will be meeting with City staff on October 27 or 28 to finalize the RFP. I am enclosing a copy of the RFP in the event Council members or staff would like to review the document. Perhaps the most interesting part is the description of the proposal evaluation procedures beginning on page 7 of 19 of the RFP. Table 1 on page 8 of 19 provides the numerical criteria to be used for selection.
4. The MBR preselection is similar to a bid process for construction. The only difference is that the City can select the MBR that best meets their objectives instead of being required to accept the lowest cost. When the preselection process is complete, the City will know which manufacturer will be furnishing the MBR and will also know the price.
5. We realize this is a big step for the City. Please call me at (651) 604-4771 if you have any questions or concerns.

City of Gilbert
Request for City Council Action

Date: October 19, 2016

Issue: Request for a contract extension

Background: Clerk/Treasurer Sakrison is requesting a three year contract extension. Rather than additional pay, an additional 40 hours of vacation equating to 1.92% and to be equitable with other contracts a request that the city contribute 2% into a 457 plan provided I contribute 3%.

Both the AFSCME contract and the IT contract have 2% contributed into a Health Care Saving Plan. I would rather have a contribution into a 457 plan. There would be no FICA, Medicare or PERA costs on the 2% contribution.

Council Action:

City Council action is requested on this issue.

City of Gilbert
Request for City Council Action

8F
1/3

Date: October 12, 2016

Issue: League of MN Cities Dues

Background: Dues for the 2016 – 2017 year for the League of MN Cities is \$2,022

Council Action:

City Council action is requested on this issue.

2/3

Membership Dues Invoice

Effective during 2016-2017



City of Gilbert

Dues Amount: \$2,022

(Dues amount rounded to nearest dollar.)

Population: 1,802

(Population represents the 2015 State Demographer and Metropolitan Council Estimates.)

Dues are based on your population. See how we calculated your dues at: www.lmc.org/dues

For membership dues in the League of Minnesota Cities for the year beginning September 1, 2016. Annual dues for membership in the League of Minnesota Cities include subscriptions to Minnesota Cities magazine.* Pursuant to the disclosure requirements of Minnesota Statutes, Section 6.76, the proportionate amount of dues spent for lobbying purposes is 10.4%. This percentage is reported to the State Auditor as required by statute.

Payment from Public Funds Authorized by Minn. Stats, Sec. 465.58

I declare under the penalties of law that the foregoing account is just and correct and that no part of it has been paid.

Dated: September 1, 2016

David Unmacht
Executive Director, League of Minnesota Cities

Please Remit To:

Finance Department
League of Minnesota Cities
145 University Ave W
St Paul, MN 55103-2044

Include this invoice or reference
invoice #239007 on your
payment.

Questions: billing@lmc.org
Phone: (651) 281-1200

*Annual dues include subscriptions to *Minnesota Cities* magazine at \$30 per subscription according to the following schedule based on population: 249 or less, 6; 250-4999, 11; 5000-9999, 15; 10000-19999, 20; 20000-49999, 25; 50000-299999, 30; 300000+, 35. For further information on subscriptions contact the League offices. This information is given in order to meet postal regulations. Please do not use as a basis for payment.

3/3

From: "League of MN Cities" <LMCInfo@lmc.org>
Subject: Official 2017 LMC Dues Invoice
Sent date: 09/07/2016 01:50:14 PM
To: "Gilbert" <debrasakrison@gilbertmn.org>
Attachments: 2 attachments - Download all attachments [358 KB]
LMC Memberships Dues Invoice 239007.pdf [153 KB], Mayors Dues Invoice.pdf [205 KB]

Dear Member City Official,

Greetings! As I wrap up my first year as the Executive Director of the League of Minnesota Cities (LMC), I want to take this opportunity to extend my gratitude to you for continuing to support the work we do on your behalf. I have had the opportunity to attend council meetings, visit city halls, connect with leaders from many other state leagues, and work with our colleagues in schools, counties, and townships. I know that each of you has a distinct and personal perspective on what we can do to help our communities thrive, and I'm honored to be in a position to help facilitate that passion.

Attached you will find your 2017 membership dues statement effective September 1, the start of the League's fiscal year. Please note the invoice includes a dues schedule increase of 3%, which was approved by the League Board of Directors at its August meeting. *To find out more about how your dues are calculated, visit www.lmc.org/dues.*

Before we begin this new LMC fiscal year, I wanted to mention just a few highlights from 2015-2016:

- Because of League advocacy efforts in 2016, cities have clarity around the use of police-worn body cameras, access to grants for broadband investments, and opt-out authority related to drop homes, also known as "granny pods." The League also successfully lobbied for a bill that made favorable modifications to the Veterans Preference Act and absentee balloting legislation.
- LMC continues to advocate for collaboration and innovation across many levels of local government. At its 2016 Annual Conference, LMC partnered with the Alliance for Innovation to bring local government officials from across the country to St. Paul to share in our conference experience. We also worked with the school boards, counties, and townships associations to offer our first co-sponsored workshop on leading with civility.
- After an extensive search, the League hired Melissa Reeder as LMC's new Chief Information Officer. She'll play a critical role in helping us determine how our internal technology can be expanded to better serve our members, as well as how LMC can help our member cities navigate their own technology needs. It's no small feat, but it's a big step in the right direction and we're looking forward to the challenge.
- Finally, I encourage you to take a look at our 2015-2016 Annual Report at www.lmc.org/annualreport. There, you'll find more information about our current and future priorities, my personal reflections on the year, and some financial notes.

I welcome your comments and invite you to contact me with your questions, concerns, and ideas about your membership dues and any of the services we provide to your city.

Sincerely,

David Unmacht
Executive Director

City of Gilbert
Request for City Council Action

8
G
1

Date: October 12, 2016

Issue: 2017 Coalition of Greater Minnesota Cities Dues

Background: The 2017 general assessment for the city of Gilbert is \$4,008

Council Action:

City Council action is requested on this issue.



Dedicated to a Strong Greater Minnesota

2

RECEIVED
CITY OF GILBERT
AUG 10 2016

2017 CGMC Dues Invoice

To: Debra Sakrison, City Clerk
City of Gilbert

From: Scott Hutchins, CGMC Treasurer

Date: August 5, 2016

Re: 2017 CGMC General Dues Assessment

Your 2017 general dues assessment is based on the assessment policy approved by the CGMC membership at its annual meeting in July 2016.

2017 general assessment for the City of Gilbert

\$4,008

For research and advocacy and general services related to property taxes, LGA, annexation, environmental regulation and funding, economic development and transportation. This also includes services for labor and employee relations that will be provided to all CGMC cities.

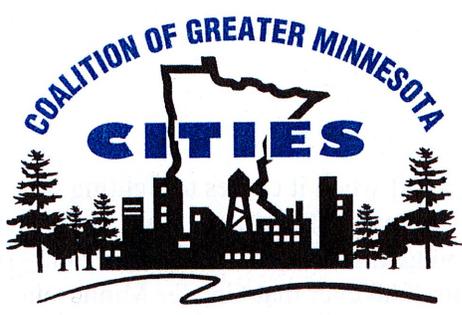
Payment may be made out of your 2016 or 2017 budgets, but payment should be made by February 1, 2017. About 9.5% of your general assessment is used for annexation and environment programs, which some cities pay out of their utility funds because of the direct impact of these issues on their sewer and water service.

Please make check payable to CGMC and send by February 1, 2017 to:

Scott Hutchins, CGMC Treasurer
City of Moorhead
500 Center Avenue, Box 779
Moorhead, MN 56560

If you have a question about your 2016 CGMC assessment, please call Bradley Peterson at (651) 225-8840 or email Bradley at bmpeterson@flaherty-hood.com.

cc: Mayor Robert Kutsi



Dedicated to a Strong Greater Minnesota

August 5, 2016

Mayor Robert Kutsi
 City of Gilbert
 P.O. Box 548
 Gilbert, MN 55741

RECEIVED
 CITY OF GILBERT
 AUG 10 2016

Dear Mayor Kutsi,

I am honored to have been elected president of the Coalition of Greater Minnesota Cities (CGMC) for the upcoming year. As I look forward to leading the CGMC, I want to extend a word of thanks and appreciation to our outgoing president, Le Sueur Mayor Robert Broeder, for his strong leadership over the past year.

This year's quick, 10-week legislative session proved to be a rollercoaster ride with a disappointing ending. However, despite our state's failure to pass bills on taxes, bonding and transportation, the CGMC had several accomplishments that leave us well-positioned for success in a special session (if there is one) or in the next regular session:

- We fought hard against opposition in the House to garner support for an increase in funding for Local Government Aid. Due to the efforts of CGMC members and staff, the final tax bill included a \$20 million LGA increase.
- Our advocacy work in regards to new water quality regulations that are being imposed on cities led to the inclusion of \$133.5 million for clean water infrastructure grant and loan programs in the bonding bill.
- We continued to advocate for funding for the successful Greater Minnesota Business Development Public Infrastructure (BDPI) Grant Program, which was funded at \$12 million in the bonding bill.
- We insisted that funding for Greater Minnesota highways and city streets are crucial components of any transportation package. Although there was not a comprehensive transportation bill, the final bonding bill included \$199.5 million for Corridors of Commerce and \$100.5 million in transportation funding dedicated in part for city streets.

While frustrated with the outcome of the legislative session, I am proud of the work the CGMC did over the past year to advance Greater Minnesota priorities. By meeting with legislators in our communities and at the Capitol, attending CGMC "lobby day" events and conferences, engaging the local media, responding to "action alerts" and other advocacy work, we succeeded in getting the Governor and legislators to pay attention to Greater Minnesota issues and address them in key legislation. The work we did this year will pay off for years to come.

Looking to the future

Although we are poised for success, now is not the time to back off when it comes to fighting for Greater Minnesota's needs. The next 12 months are critical – the entire Minnesota House and Senate are up for election, the Legislature is supposed to pass a new budget, and of course there is plenty of unfinished business from 2016. That means it is more important than ever that Greater Minnesota cities continue to work together to achieve our common goals.

As we look to next year, I want to explain the two separate invoices that are included with this letter:

Invoice for General Dues – This invoice indicates the cost of your city's CGMC membership for 2016-2017. At the CGMC Summer Conference in July, the membership voted to include a 4.75% surcharge on dues to build an Environmental Action Fund to pay for an enhanced environmental program to help cities deal with the onslaught of new and proposed environmental regulations.

Invoice for Voluntary Assessment – Last year, the CGMC membership adopted a voluntary assessment to help pay for litigation to fight unscientific and unreasonable water quality regulations adopted by the MPCA. Nearly half of our members contributed to this voluntary assessment. We are again asking cities to pay a voluntary assessment to continue the legal action that we believe is necessary to bring accountability to the MPCA and have regulations that are reasonable, scientifically based and do not place an undue financial burden on cities. This invoice reflects the amount your city should pay if it chooses to contribute the recommended 35 cents per capita to the voluntary assessment, but cities are welcome to contribute more or less if they so choose.

As stated on the invoices, payment is requested by Feb. 1, 2017. However, cities are encouraged to pay early if able to do so. If you have any questions about the invoices or the new Environmental Action Fund, please contact CGMC staff member Bradley Peterson at bmpeterson@flaherty-hood.com or 651-259-1911.

We are stronger together — renew your CGMC membership today!

As rural Minnesota looks toward the future, it is important that you continue to be a part of shaping it. As leaders of Greater Minnesota communities, it is important to remember that our cities are all stronger when we work together.

Thank you for your ongoing commitment to a strong Coalition.

Sincerely,



Sara Carlson, Mayor of Alexandria
President, Coalition of Greater Minnesota Cities

Enclosure

cc: City Clerk, Debra Sakrison

City of Gilbert
Request for City Council Action

8H
1/2

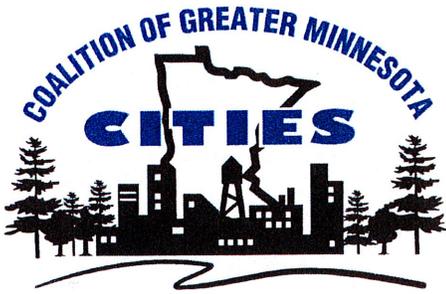
Date: October 12, 2016

Issue: 2017 Coalition of Greater Minnesota Cities Voluntary Assessment for Environmental Action Fund

Background: The 2017 voluntary assessment for the city of Gilbert is \$631. The voluntary assessment will be allocated to a separate Environmental Action Fund to be used to participate in rulemaking and legal challenges to unscientific and unnecessary regulations. The recommended voluntary contribution is \$0.35 per capita.

Council Action:

City Council action is requested on this issue.



Dedicated to a Strong Greater Minnesota

2/2

RECEIVED
CITY OF GILBERT
AUG 7 0 2016

2017 Voluntary Assessment for Environmental Action Fund

To: Debra Sakrison, City Clerk
City of Gilbert

From: Scott Hutchins, CGMC Treasurer

Date: August 5, 2016

Re: 2017 CGMC Voluntary Assessment

At its July 2016 membership meeting, the CGMC voted to establish a voluntary assessment to provide funding for a more proactive environmental program. The amount shown is the recommended amount for your city.

2017 voluntary assessment recommended amount for the City of Gilbert

\$631

The voluntary assessment will be allocated to a separate Environmental Action Fund to be used to participate in rulemaking and legal challenges to unscientific and unnecessary regulations. The recommended voluntary contribution is 35¢ per capita.

Payment may be made out of your 2016 or 2017 budgets, but payment should be made by February 1, 2017. Some cities may wish to pay this amount out of their utility funds because of the direct impact of these issues on their sewer and water service.

Please make check payable to CGMC and send by February 1, 2017 to:

Scott Hutchins, CGMC Treasurer
City of Moorhead
500 Center Avenue, Box 779
Moorhead, MN 56560

If you have a question about your 2016 CGMC voluntary assessment, please call Tim Flaherty at (651) 225-8840 or email Tim at tpflaherty@flaherty-hood.com.

cc: Mayor Robert Kutsi

10
A

Gilbert Police Commission Minutes

September 13, 2016

Meeting called to order at 5:07 pm

Present: J. Zupancich, G. Petrich, J. Skofich, B. Olson, Chief Techar

Old Business:

1. Motion by Zupancich, second by Skofich to accept minutes of last meeting.
Motion passed.

New Business:

1. Chief Techar reviewed activity report. 321 total calls.
2. Interviews for part time Police Officer started @6:00pm. Commissioner Skofich was unable to be present for interviews. Four candidates were interviewed. Candidates were ranked 1-4. The Council recommended going forward with the background check on the top ranked candidate.

Meeting adjourned at 8:10 pm.

Respectfully,
Brad Olson

10
B

E.F.G.S.D. JOINT POWERS RECREATION BOARD MEETING
Wednesday September 14, 2016

Meeting called to order by Chairperson Maroste @ 5:15 p.m.

Roll Call: Present: Maroste,, Hultman, Peterson, Lautigar, Torrel (5:30), Lindseth, Forte and Director Homola. Absent: Coombe

Approval of minutes: Motion by Lautigar, 2nd by Forte, to approve the minutes of the August 10, 2016 meeting. Motion Carried.

Financial Report: Motion by Hultman, 2nd by Lautigar, to approve the financial report as posted and the August 2016 bills in the amount of \$6,957.94 M.C.

Correspondence: NONE

Old Business: A. Volleyball: VB registration went well. A number of people signed up to help and the numbers are around 50 participants.

B. Flag Football: Numbers are good @ 42 to date. Wayne Roberts is going to get some help from players as well as some coaches.

C. Audit: The 2014/2015 audit should be completed shortly.

New Business: A. Youth Hockey: Registration will be September 21 & 22, 2016 from 5:00-7:00 p.m. Motion by Lindseth, 2nd by Torrel, to approve the following coaches: Eli Hejda – Squirts, Gian Mariucci and Cole Axelson – Bantam A, Dan Maki – PWA, Chad Graves – Bantam B, Troy Hughes – Mites, Sam Lautigar, Alex Hejda and Chad Pontinen – M-Mites. M.C. Motion by Lautigar, 2nd by Forte, to pay for Conference Fees, Hotel and mileage for Dan Maki to obtain his USA Level 4 coaching certification. M.C.

B. 12U Girls Team: Desiree Schneider has been working @ getting enough girls to have a 12U team. Director has communicated with Willie Spelts (Virginia) to get the numbers to make this work. Spelts has indicated he would coach along with Jenn Otto and Lyle Johnson. Once we get our numbers total we can take the next step to host a 12U Girls team.

C. Figure Skating: Registration will be September 21 & 22, 2016 from 5:00 – 7:00 p.m. Motion by Hultman, 2nd by Lindseth, to approve Maddie Maroste and Keirsten Jackson figure skating instructors' for the 2016-17 season. M.C.

Motion by Hultman to adjourn, 2nd by Lautigar. M.C. Meeting adjourned @ 5:55 p.m.

Respectfully submitted;
J. Torrel – Sect./Treasurer