

CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, MARCH 13TH, 2012
COUNCIL CHAMBERS

Mayor Bellerud called the meeting to order at 6:30 p.m.

Present: Mayor Bellerud, Councilors Garrity, Gentile, Nemanick and Shutte

Absent: None

Staff Present: City Attorney Brunfelt, City Engineer Jamnick, Police Chief Skelton, Operations Supervisor Lautigar, and City Clerk Darrow

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

A motion was made by Council Member Shutte and seconded by Gentile to approve the March 13, 2012 agenda as outlined. Motion Passed 5-0.

A motion was made by Council Member Shutte and seconded by Gentile to approve the Regular Council minutes of February 28th, 2012. Motion passed 5-0.

A motion was made by Council Member Garrity and seconded by Shutte to approve the Special City Council meeting minutes of February 3rd, 2012. Motion passed 5-0.

Mayor Bellerud asked the public if there was any public input. No members of the audience spoke.

Mayor Bellerud asked that Item 13, Campground Software Update, be moved to the first item of city business. City Clerk Darrow indicated that Ms. Pat Blacker from Rural Source Management (RSM), the group that does the call center for Giants Ridge provides Inntopia software and support assistance for reservations and calls for campgrounds and hotels. In listening to their presentation as part of the Tourism Board, Mr. Darrow recommended trying out the software. There would be a \$500 charge if the city wanted to have them utilize a drop in box on our website. Discussion followed from the Council regarding how the software works and who would utilize it. Ms. Blacker mentioned that the system is utilized by an international audience (mainly Canada and the United States) and that RSM would be able to put together "stay and play" packages. RSM would require a booking fee as part of the contract. The Campground Director, Pam Smith, indicated some concerns regarding the campground since the campground is a lot different than others due to the OHV Park nearby. After additional discussion a motion as made by Gentile and seconded by Nemanick to utilize Inntopia reservations systems for the 2012 campground system. Motion passed 5-0.

Councilor Nemanick requested that the Public Works crew work on cleaning up the area near the garage and fix the fence area.

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City Attorney Brunfelt looked into the Charter Amendment. The City has options related to amending the charter. They include following the charter process as outlined within the Charter and as required by law. The City Attorney did indicate that the most practical way would be to simply structure the city clerk position as the council wishes. In review of the charter it appears that the position does mirror a City Administrator position. No formal action was taken on this request.

City Attorney Brunfelt also discussed the Interim City Clerk position and process. It was determined that Mayor Bellerud and Council member Shutte would meet to review the candidates and determine the finalists. A special meeting will be set for March 22nd, 2011 to conduct interviews. Motion was made by Council member Garrity and seconded by Shutte to approve the schedule of the special meeting and process. Motion passed 5-0.

Police Chief Skelton requested that the Amy, the City's 12 ½ year old K-9 who is retiring, be donated to Ty Techar so that she can live out the rest of her life with Ty and his family. Motion by Nemanick and seconded by Shutte to approve the request. Motion passed 5-0.

Police Chief Skelton is recommended that the City put additional vehicles up for auction through Do-Bid. Motion by Gentile and Seconded by Shutte to approve the request. Motion passed 5-0.

Police Chief Skelton recommended that the City authorize the police department to fill the position vacated by Ty Techar. Motion by Nemanick and seconded by Shutte to approve the request. Motion passed 5-0.

Operating Supervisor Lautigar indicated that the City will need to look into the street sweeper issue. Council member Gentile requested that the City get a sweeper immediately. Clerk Darrow mentioned that they were planning on talking to other communities about sharing and pairing. Discussion followed. Motion by Gentile and seconded by Shutte to approve a not too exceed amount of \$6000.00 for a sweeper rental. Motion passed 5-0. Clerk Darrow indicated that he would contact additional cities the following day to see about sharing and pairing.

Discussion occurred during the payment of bills. Council member Nemanick asked the City Engineer to explain the JPJ invoice and why the bill so high given that some of the projects should be complete. The City Engineer explained that some of the expenditures were due to recent MPCA issues. Council member Nemanick than asked if the violations were due to policy issues or equipment issues. The City Engineer asked Clerk Darrow to explain the overall issue. Clerk Darrow indicated that he had yet to have received a letter from the PCA regarding the specific violations however he did explain that a lot of work has been done on the plant and that any fine by the MPCA would not be in the best interests of the City of Gilbert as those funds would be better spent on improving the plant and overall operations. Further discussion followed. A motion was made by Council

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member Shutte and seconded by Gentile to approve the bills and payroll. Motion passed by 5-0.

City Clerk Darrow mentioned that there was a request made by the 3rd of July, Inc. for Bingo. Motion by Nemanick and seconded by Gentile to approve the 3rd of July, Inc. Bingo request. Motion passed 5-0.

City Clerk Darrow mentioned that several lights were taken down at the intersection of 135 and 37. MnDOT has mentioned that they will deliver two poles to the City of Gilbert; however we would need to pay for an electrician to set them up. We anticipate that cost not to exceed \$1600.00. Motion by Gentile and seconded by Shutte to approve the costs related to the MnDOT project. Motion passed 5-0.

City Clerk Darrow indicated that the City has received additional funding support through Arcel Mittal for 2012 beach improvements. He is recommending that we get bids for the following projects:

- additional sand and leveling
- additional landscaping and seeding
- flowers and baskets

Costs for these projects will be submitted for reimbursement. Motion by Nemanick and seconded by Shutte to move forward with the 2012 beach improvement projects. These projects include additional sand and leveling, additional landscaping and seeding and flowers and baskets. Costs will be submitted to Arcel Mittal for reimbursement.

City Clerk Darrow indicated that the City of Gilbert has received funding for the demolition of the Gilbert Bar and Risky Business. Darrow recommended having a bid opening for these two projects prior to the meeting on March 27th. We would like to have the work completed in April. The City Attorney and Engineer discussed putting an addendum to the bid for Risky Business. Motion by Gentile and seconded by Shutte to have a bid opening for the demolition of the Gilbert Bar. The City will confirm with the City Attorney on the demolition of Risky Business. The bid openings will be presented to the Council on March 27th, 2012.

City Clerk mentioned that the Barber easement issue was brought before the Council in 2010, however things were left unresolved. There is an existing license agreement between Eveleth Fee Office and the City for the other water lines in the area, the Sparta community buildings, and ice rink. Mr. Dan England would amend that agreement to allow the construction to take place. The issues that remain related to this project are the cost sharing of the project as well as if the city waived the assessment on his property. Motion by Gentile and seconded by Shutte approve the easement issue and direct the City Engineer to work with the Barbers to resolve the issue this spring. Motion passed 5-0.

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City Clerk Darrow indicated that during the Planning & Zoning meeting held on March 5th, 2012, a public hearing was held to consider the variance request for additional signage at the Holiday Station Store. The request was for a variance by Holiday Corporate 303 Arizona Avenue, Gilbert to install a (2)49-1/4" by 96" LED signs on a street sign perpendicular to Highway 135 in the same location as the existing sign. Current City Ordinance 11.13 General Regulations prohibit flashing or rotating signs in all districts. The Planning and Zoning Board approved the variance request on March 5th, 2012. City Attorney Brunfelt questioned why the request was approved as a variance since there appears to be no hardship and that the State has made it more difficult to prove findings of fact related to hardships. Attorney Brunfelt indicated that this type of request should be part of a text amendment and brought back to the City Council after review by the Planning and Zoning Commission. Motioned was made by City Council member Shutte and seconded by Gentile to table this request. Motion to table was passed 5-0. Clerk Darrow indicated that he will direct the Zoning Administrator to inform the applicant on this request.

Clerk Darrow indicated that if people are interested in learning more about the City's overall financial management plan, they are invited to attend a meeting on March 15th to hear a presentation from Elhers as well as review the City's first 10 year financial management plan.

Motion by Gentile second by Omersa to adjourn the meeting at 7:48 p.m. All approved.

Mayor

ATTEST:

City Clerk

The aforementioned is a summary of the action items from this meeting. To listen to the full transcript of this meeting, please contact City staff at 218.748.2232.