

City of Gilbert  
City Council Meeting  
Tuesday, January 14, 2020

Mayor Oberstar called the meeting to order at 6:30 p.m.  
Quorum determined.

Present: Councilors Robich, Pulles, Skenzich, Leoni, Mayor Oberstar, Jr., Police Chief Techar, Operations Director Lautigar, Library Director Dabbas, Deputy Clerk Gulan, Executive Administrative Clerk Paulsen.

Bupesh Pattni is in attendance for City Attorney Bryan Lindsay; John Mattinen is in attendance for City Engineer John Jannick.

Absent with Notice: John Jannick, Bryan Lindsay

Mayor Oberstar led the audience in the Pledge of Allegiance.

Approve 2 (two) additions to agenda:

**Motion** by Pulles, second by Leoni to approve additions to the agenda. MCU

**Approve City Council Minutes**

A. December 17, 2019 City Council Working Session Minutes

B. December 17, 2019 City Council Regular Meeting

**Motion** by Skenzich, second Pulles to approve the December 17, 2019 City Council Working Session Minutes. MCU

**Motion** by Robich, second by Pulles to approve the December 17, 2019 Regular City Council Meeting Minutes. MCU

**Public Input:**

**Reports – Mayor & Council**

A) Mayor:

- Discussed recent opening of Quad city food shelf in Mt. Iron.
- Mayor thanks Food Shelf volunteers and accepted award for City of Gilbert for hosting the Food Shelf since 1981.
- Award to be displayed in City Hall.
- Quad City Food Shelf utilities shared between cities.
- Busy year, economic development, main street project to start after July 3<sup>rd</sup>, 2020. Water tanks improvement, interior\exterior.
- Sewer plant finalized in October, 2020. 12 million project.
- Capital improvement projects to be determined. Financing of projects discussed. Full city council schedule this summer anticipated due to projects and busy schedule.

a. Councilor Robich: No report

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- b. Councilor Pulles:
  - Public Notice request for citizens to keep fire hydrants clear and accessible.
- c. Councilor Skenzich: Report on recent fire hydrant drill.
- d. Councilor Leoni: No report

**Reports – Staff, Boards & Commissions**

- A) City Attorney Bryan Lindsay:
  - Bupesh Pattni: No report.
- B) City Engineer John Jamnick:
  - John Mattinen in attendance for John Jamnick.
  - Update on MN 37: MNdot update, CDBG funding meeting.
  - Phase 2 and 4 for Lower Michigan project.
- C) Police Chief Ty Techar
  - Submitted USDA grant for new patrol truck. Grant matches 75%.
  - 2019 report.
  - Mayor thanks GPD for their 2019 service.
- D) Public Works Operations Director Lautigar:
  - Snow removal report. Contractor hired for removal assistance.
  - Hockey rink open for season.
  - Water Plant SEH water analysis study.
  - IRRR \$16,000 matching grant received for water analysis.
  - Water plant update, new equipment to arrive end of January. Discussed troubleshooting and operation during repair.
  - EH Renner start repair next week.
- E) Library Director Dabbas:
  - Winter reading program. Library activities report.
  - Outreach to young children through ECFE, Head Start

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F) Executive Administrative Clerk Paulsen:

- Upcoming projects report. Busy start to 2020 and continuation anticipated.
- Contract Addendum for Executive Administrative Clerk
- Minnesota Public Finance Ehlers Seminar attendance request
- Payroll Audit Request, year end 12/31/2019

**Motion** by Pulles, second by Skenzich to approve Executive Administrative Clerk contract. MCU

**Motion** by Pulles, second by Leoni to approve \$676.00 for Clerk Paulsen to attend Ehlers Minnesota Public Finance seminar in Minneapolis, February 6-7, 2020. MCU

**Motion** by Pulles, second by Leoni to approve Payroll Audit for year-end December 31, 2019, not to exceed \$3,500.00 MCU

G) Acknowledge minutes

1. Tri Cities Biosolids Disposal Authority

**Motion** by Skenzich, second by Pulles to approve Tri-Cities Biosolids Desposal Authority Minutes. MCU

2. Biosolids Disposal Site Authority

**Motion** by Skenzich, second by Pulles to approve Biosolids Disposal Site Authority Minutes. MCU

3. Library Board Meeting Minutes December 2, 2019

**Motion** by Skenzich, second by Leoni to approve Library Board Meeting Minutes of December 2, 2019 MCU

4. EFGSD Joint Powers Rec Board January 8, 2020

**Motion** by Pulles, Skenzich to approve EFGSD Joint Powers Rec Board meeting Minutes of January 8, 2020. MCU

**Old Business:**

A. WWTP Construction Project Update

- Todd Arlander report. Problems discussed: filtration process, operator coordination, mercury testing results
- Additional chemical necessary. All water unable to be treated.
- Construction, ground issue, excavation proceeding report.

B. MN TH 37 Update

- Mn DOT meeting 1/15/2020.

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**New Business:**

- A. Resolution 2020-01 Official Designation of Official Depositories, Collateral Authority, Official Newspaper, Acting/Pro Temp Mayor, and Legal Council.

**Motion** by Pulles, second by Leoni to approve Resolution 2020-01 Adopting Designation of Official Depositories, Collateral Authority, Official Newspaper, Acting/Pro Temp Mayor, and Legal Council MCU.

Aye: Robich, Pulles, Oberstar, Leoni, Skenzich

Nay: 0

Motion carries 5/0

- Depository: First National Bank of Gilbert, League of MN Cities, RBC Wealth Management
- Collateral Authority – Clerk/Treasurer Paulsen

**Motion** by Pulles, second by Leoni to approve the above depository and collateral authority designations for 2020. MCU

- Newspaper: Mesabi Daily News

**Motion** by Pulles, second by Robich to designate Mesabi Daily News the official 2020 newspaper. MCU

- Mayor Pro Temp: Jeremy Skenzich

**Motion** by Pulles, second by Leoni designating Jeremy Skenzich Mayor Pro Temp. MCU

- Legal Council: Trenti Law Firm

**Motion** by Robich, second by Pulles to designate Trenti Law Firm official 2020 legal council. MCU

- City Assessor: St. Louis County

**Motion** by Skenzich, second by Robich to designate St. Louis County 2020 Gilbert City Assessor. MCU

- B. 2020 City Engineering Services

- JPJ Engineering Firm

**Motion** by Robich, second by Pulles to retain 2020 City of Gilbert engineering services from JPJ Engineering Firm. MCU

- C. 2020 Zoning Administrator

- James Paulsen to accept 2020 Zoning Administrator

**Motion** by Skenzich, second by Leoni to retain Clerk Paulsen as 2020 City of Gilbert Planning & Zoning Administrator. MCU

- D. 2020 City Council Meeting

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- Meeting schedule 2020

**Motion** by Robich, second by Skenzich to approve 2020 City Council Meeting Schedule. MCU

E. Water Tower Reconditioning

- Amended agreement for reconditioning services for high tower only. Lower tower needs additional review.
- Consult City Engineer and City Attorney
- Public Works Director reports on repairs needed.
- KLM indicated more Ground Tank work was needed than originally determined.
- TABLED ITEM

**Motion** Pulles, second by Robich to **table** the contract decision until January 28, 2020 city council working session to be held at 5:15 P.M., January 28, 2020. MCU

F. Water & Light Board Appointment

- Christian Bofferding

Motion by Pulles, second by Skenzich to approve the appointment, by Mayor Oberstar and confirmed by Council, of Christian Bofferding to the Water and Light Advisory Board. MCU

G. Biosolids Disposal Site Authority appointment and Tri-Cities Biosolids Disposal Authority appointment.

- Terah Trucano Rinerson

**Motion** by Pulles, second by Leoni to approve appointment of Terah Trucano Rinerson to the Biosolids Disposal Site Authority Board **and** Tri-Cities Biosolids Disposal Authority Board MCU

H. Stantec and Magney WWTP invoices and reimbursement submittal

- Magney: \$156,837.94
- Stantec: \$21,365.94

**Motion** by Skenzich, second by Pulles to approve Magney invoice in the amount of \$156,837.94 and Stantec in the amount of \$21,365.94 and authorize submittal for reimbursement. MCU

I. Approve Bingo Permit

- Knights of Columbus Council 5031
- 2020 Dates: 3/08, 4/05, 9/13, 10/18
- Event to be posted on Outside City Hall Board

**Motion** by Pulles, second by Leoni to approve Knights of Columbus Bingo Permit for the above dates. MCU

J. Fire Station Electric Upgrade

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- Fire Chief Heitzman, 2 new circuits at Fire Hall to run fire gear dryer and air compressor.
- 10% matching grant
- North American Electric bid \$3,140.00

**Motion** by Skenzich, second by Leoni to approve North American Electric in the amount of \$3,140.00 for Fire Hall circuit upgrade. Funds to come from Fire Department capital funds budget. MCU

K. Fire Department training request

- M. Bradach, M. Heitzman and A. Nemanick to attend Fire Officer training in Duluth.
- Robich inquires 2020 Fire Department training budget. \$2,500.00.
- Discussed Training Grant, reimbursement for new firefighter training.

**Motion** by Skenzich, second by Pulles to approve Fire Officer Training March 13-15, 2020, in Duluth, Mn. MCU

L. Fire Department Training Contract

- Possible grant reimbursement.
- Funding discussion

**Motion** by Skenzich, second by Leoni to approve Fire Department Shared Services Training Contract. MCU

M. Miscellaneous: n/a

**Approve Payment of Bills and Payroll:**

**Motion** by Pulles, second by Leoni to approve payment of bills and payroll upon proper audit of the Clerk and Mayor. MCU

**Motion** by Pulles, second by Skenzich to adjourn meeting at 7:52 P.M. MCU

ATTEST:

  
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Karl Oberstar Jr., Mayor

  
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James Paulsen, Executive Administrative Clerk