

City of Gilbert
Minutes of Regular Council Meeting
Tuesday, October 08, 2019
Council Chambers

Mayor Oberstar called the meeting to order at 6:30 P.M.
Quorum determined.

Present: Councilors Robich, Pulles, Skenzich, Leoni, Mayor Oberstar, City Attorney Bryan Lindsay, City Engineer John Jamnick, Police Chief Techar, Operations Director Lautigar

Mayor Oberstar led the audience in the Pledge of Allegiance.

Addition to the Agenda

1. Gilbert Fire Department Work Order request for purchase.
 - Helmets with Trax Lighting, Leather Fronts

Motion by Pulles, second by Leoni to approve Gilbert Fire Department request addition to the agenda. MCU

Approve City Council Minutes

- A. September 24, 2019 Special City Council Meeting
- B. September 24, 2019 Regular City Council Meeting

Motion by Pulles, second by Skenzich to approve the September 24, 2019 Special City Council Meeting Minutes. MCU

Motion by Pulles, second by Skenzich to approve the September 24, 2019 Regular City Council Meeting Minutes. MCU

Public Input:

- Joe Purkat, Knights of Columbus
- City Hall public postings request/ discussion.
- Public/Organization postings at Gilbert City Hall will be placed in the 2 (two) outside enclosed glass cases, space permitting, as mandatory City of Gilbert postings take precedence.

Reports – Mayor & Council

A) Mayor:

- Thrift store and Food Shelf update.
- Joint Mayor meeting report, economic development, RAMS report
- Truth in Taxation Budget meeting November 26, 2019, 6:01 P.M.

- B) City Councilors:
- a. Councilor Robich: N/A
 - b. Councilor Pulles: N/A
 - c. Councilor Skenzich:
 - Joint Fire Department report.
 - d. Councilor Leoni: N/A

Reports – Staff, Boards & Commissions

- A) City Attorney Bryan Lindsay: N/A
- B) City Engineer John Jamnick:
- Lower Michigan project update.
 - Sparta, Campground beach area report.
 - CDBG Main Street project update.
 - CDBG Water tank project funding discussion.
- C) Police Chief Ty Techar:
- Community Facilities Grant Program: \$45,000.00 grant application for new squad/truck. Discussion.
 - Request to purchase/install squad car equipment.

Motion by Pulles, second by Leoni to approve authorization to purchase equipment for new squad cars, not to exceed budget code codes 101-42110-550, 101-42110-500. MCU

- D) Public Works Operations Director Lautigar:
- Alley pick-up discussion.
 - Alley pick-up dates: October 28 – November 01, 2019.
 - Street Lights purchased. MN Power to install.
- E) Library Director Dabbas:
- Activities report.
 - Upcoming events.
- F) Executive Administrative Clerk Paulsen:
- Revenues/Expenditures report. Discussion.
 - Request Working Session for codification review prior to submission.
 - Codification Review Working Session November 12, 2019, 5:15 P.M.
 - Economic development meeting with Jason Metsa, report.

Motion by Skenzich, second by Leoni to set Codification Review Working Session for November 12, 2019 at 5:15 PM. MCU

G.) Approve Boards and Commission Minutes

1) Gilbert Public Library Board Minutes from September 9, 2019.

Motion by Pulles, second by Skenzich to approve Gilbert Public Library Board minutes from September 9, 2019. MCU

2) Gilbert Cemetery Board Minutes from September 11, 2019.

Motion by Pulles, second by Skenzich to approve Gilbert Cemetery Board Minutes from September 11, 2019. MCU

Cemetery Board Recommendations:

1. Repaving
2. Monument Concrete
3. Cemetery Guidelines wording to specify size, placement, dimensions

Motion by Pulles, second by Leoni to approve Cemetery Guidelines wording changes per Cemetery Board recommendations. MCU

Old Business:

A. WWTP Construction Project Update

- Todd Norlander, report
- Emergency generator, MDR online, filters, etc
- System coordinator, operator training, startup
- Finance, report
- November 30, 2019 start date.

B. MN TH 37 Update

- Report by City Engineer.

C. Water Plant Back Wash Pump Replacement

- Discussion re: quotes, pump usage

Motion by Skenzich, second by Leoni to approve E. H. Renner and Sons for the back wash pump replacement for an estimated cost of \$11,315.07. MCU

New Business:

A. Gilbert Fire Department Work Order request for purchase

- Helmets with Trax Lighting, Leather Fronts to replace out-of-date gear
- Gear grant discussion.

Motion by Pulles, second by Leoni for replacement purchase of UST Helmets with Trax Lighting and Leather fronts in the amount of \$7,145.10. MCU

B. Water System Interconnect Analysis phase 2

- Phase 2 discussion.

Motion by Skenzich, second by Oberstar to approve \$2,287.50 to SEH for the completion of Phase 2 Water System Interconnect Analysis.

Aye: Leoni, Skenzich, Oberstar

Nay: Robich, Pulles

Motion carries 3/2

C. Wastewater Plant Stantec and Magney invoices

- Invoices for period ending September 30, 2019.

Motion by Pulles, second by Leoni to approve Magney Construction invoice in the amount of \$239,208.53 and Stantec invoice in the amount of \$27,497.51. MCU

D. Purchase Chemical Tank Cover

- 2 hinge covers and barrels to be installed by
- Identified on safety list.

Motion by Pulles, second by Leoni for purchase of 2 (two) hinged Chemical Tank Covers from Hawkins Water Treatment in the amount of \$1,310.00. Paid from the water fund. MCU

E. Purchase 4 Tires for Public Works

- Pomp's Tire / Taconite Tire quotes.
- Discussion.

Motion by Pulles, second by Skenzich to approve purchase 4 Public Works Skid Steer tires from Taconite Tire in the amount of \$1,243.80. MCU

F. Loader Repair

- RMS / Northland Tractor / Titan Machinery quotes.
- Discussion, recommendation.

Motion by Pulles, second by Skenzich to approve \$4,698.14 to Titan Machinery for repair of the 721 Loader. MCU

G. Purchase of Plow

- JM Auto / Z Tech / Armory Shell quotes.
- Repair discussion.
- Recommendation to table this item.

Motion by Pulles, second by Leoni to table the purchase of plow until the November 12, 2019 City Council Meeting. MCU

H. Purchase iPad for On-Call Water/Wastewater Operator

- Needed for system monitoring.

Motion by Pulles second by Skenzich to approve \$559.00 for purchase of new iPad for Water/WW Treatment plant. Funds will come from the W/WWTP funds. MCU

I. Roll-Off Bin discussion

- Dumpster rules / signage.
- Discussion.

Motion by Pulles, second by Leoni to approve Dumpster Rules to be posted at Roll-Off Bin area. MCU

J. Water/Wastewater Lead Operator vacancy

- Discussion
- Terah Rinerson/Lead Water-Wastewater position to start as soon as possible when training can be arranged.

Motion by Pulles, second by Skenzich to approve Terah Trucano Rinerson for the position of Water/Wastewater Lead Operator. MCU

K. Water/Wastewater Operator Posting

- Internal posting.
- Position posted October 09, 2019.
- Discussion.
- Interview committee if needed.

Motion by Pulles, second by Skenzich, to approve the internal posting for Water/Wastewater Operator, with posting date October 09, 2019. MCU

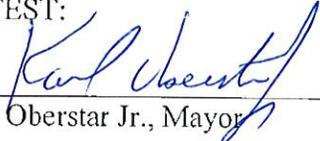
L. Miscellaneous: N/A

Approve Payment of Bills and Payroll:

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

Motion by Pulles, second by Leoni to adjourn meeting at 7:57 P.M. MCU

ATTEST:



Karl Oberstar Jr., Mayor



James Paulsen, Executive Administrative Clerk

9 1/2

Report Criteria:

Report type: Summary
Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Amount
09/24/2019	22466	BLUE CROSS & BLUE SHIELD OF MN	205.30
09/24/2019	22467	HIBBING COMMUNITY COLLEGE	100.00
09/24/2019	22468	Katelyn Bennett	60.68
09/24/2019	22469	LEAGUE OF MN CITIES	30.00
09/24/2019	22470	magney construction inc	497,699.92
09/24/2019	22471	mary olson	60.00
09/24/2019	22472	SEH Inc.	244.88
09/24/2019	22473	BLUE CROSS & BLUE SHIELD OF MN	219.00
09/24/2019	22474	STANTEC CONSULTING SERVICES INC.	20,196.36
09/25/2019	22475	A1 SERVICES INC	17.32
09/25/2019	22476	AMERIPRIDE SERVICES	275.14
09/25/2019	22477	AQUA POWER	1,370.50
09/25/2019	22478	FURTHER	69.00
09/25/2019	22479	mn department of agriculture	50.00
09/25/2019	22480	SEPPI BROTHERS	1,660.00
09/25/2019	22481	AMERICAN ENGINEERING TESTING INC.	1,280.00
09/25/2019	22482	CW TECHNOLOGY	2,743.00
09/25/2019	22483	DELTA DENTAL OF MN	1,944.70
09/25/2019	22484	EXCEL BUSINESS SYSTEMS	555.04
09/25/2019	22485	LAKE COUNTRY POWER	36.00
09/25/2019	22486	MEDIACOM	98.49
09/25/2019	22487	MENARDS	72.98
09/25/2019	22488	MINNESOTA POWER	182.21
09/25/2019	22489	TACONITE TIRE SERVICE	489.73
09/25/2019	22490	TRI-CITIES BIOSOLIDS DISP AUTH	5,377.50
09/25/2019	22491	USA BLUE BOOK	30.95
09/25/2019	22492	USIC locating service	2,900.00
09/25/2019	22493	WIN-911 SOFTWARE	495.00
09/25/2019	22494	ZIEGLER INC	4.72
09/25/2019	22495	CW TECHNOLOGY	209.00
09/25/2019	22496	HOLIDAY COMPANIES	1,474.99
09/25/2019	22497	MINNESOTA DEPT OF HEALTH - WATER	5,202.00
09/25/2019	22498	MINNESOTA POWER	23.77
09/25/2019	22499	UNION SECURITY INSURANCE COMPANY	707.40
09/25/2019	22500	USABLE LIFE	340.70
09/25/2019	22501	WATER & LIGHT PETTY CASH	69.75
10/03/2019	22502	CHRISTENSEN PARTS	14.99
10/03/2019	22503	COALITION OF GREATER MN CITIES	3,954.00
10/03/2019	22504	Emergency Services Marketing	305.00
10/03/2019	22505	FRANKS TIRE & MUFFLER	15.00
10/03/2019	22506	GOPHER STATE ONE CALL	29.70
10/03/2019	22507	HAWKINS INC	2,726.96
10/03/2019	22508	LELS	306.00
10/03/2019	22509	MACQUEEN EQUIPMENT INC	924.28
10/03/2019	22510	MEDIACOM	257.45
10/03/2019	22511	NORRI DIST CO INC	19.35
10/03/2019	22512	OFFICE OF MN IT SERVICES	308.35
10/03/2019	22513	QUILL	177.31
10/03/2019	22514	TDS METROCOM - MN	4.42
10/03/2019	22515	USIC locating service	200.00
10/03/2019	22516	WASCHKE FAMILY CHRYSLER DODGE JEEP RAM	136.00
10/03/2019	22517	MINNESOTA DEPT OF HEALTH	23.00
10/04/2019	22519	A1 SERVICES INC	664.00

2/2

Check Issue Date	Check Number	Payee	Amount
10/04/2019	22520	ADVANCED AUDIO INC	1,051.63
10/04/2019	22521	AMERIPRIDE SERVICES	22.54
10/04/2019	22522	BAKER & TAYLOR	16.75
10/04/2019	22523	HOMETOWN FOCUS	38.70
10/04/2019	22524	MENARDS	61.22
10/04/2019	22525	MESABI HUMANE SOCIETY	3,445.32
10/04/2019	22526	PARKHURST, RANDALL	740.00
10/04/2019	22527	Paulsen, Jim	37.12
10/04/2019	22528	RANGE AUTO PARTS CO	428.34
10/04/2019	22529	RIVISTAS SUBSCRIPTION SERVICES	244.87
10/04/2019	22530	UBAM educational services	8.08
10/04/2019	22531	USIC locating service	1,200.00
10/04/2019	22532	WESCO RECEIVABLES CORP.	71.10
09/30/2019	201508350	PAYCHEX PAYROLL SERVICES	207.15
09/30/2019	201508351	PAYCHEX PAYROLL SERVICES	44,311.37
09/30/2019	201508352	PERA	9,537.32
09/30/2019	201508353	STATE OF MN	485.76
09/30/2019	201508354	STATE OF MN	742.69
10/03/2019	201508355	NORTHEAST SERVICE COOPERATIVE	50,358.00
10/03/2019	201508356	PAYMENT SERVICE NETWORK INC.	494.87
10/03/2019	201508357	PAYMENT SERVICE NETWORK INC.	162.12
Grand Totals:			670,226.79

Dated: 10-8-2019

Mayor: Karl Christy

City Council: Rebecca A. Bobic

[Signature]
[Signature]
Rocco J. Tomi

City Administrator/Clerk: [Signature]

Report Criteria:
Report type: Summary
Check.Type = {<->} "Adjustment"