

**CITY OF GILBERT**  
**MINUTES OF REGULAR COUNCIL MEETING**  
**TUESDAY, OCTOBER 9, 2018**  
**COUNCIL CHAMBERS**

Mayor Milos called the meeting to order at 6:31 pm.

Present: Councilors Robich, Pontinen and Pulles.

Absent: Councilor Ouke absent with notice.

Staff Present: Economic Development Administrator/Interim City Clerk/Treasurer Paulsen, Police Chief Techar, Public Works Operations Director, City Attorney Lindsay and City Engineer Jamnick.

Absent: Library Director Dabbas absent with notice.

Mayor Milos led the audience in the Pledge of Allegiance to the Flag.

Motion by Robich, second by Pulles to approve the agenda as submitted with the addition of the candidate meet and greet. Motion Carried Unanimously (MCU).

Approve City Council Minutes

- A. September 25, 2018 Regular City Council Meeting
- B. October 3, 2018 Special City Council Meeting

Motion by Robich, second by Pulles to approve September 25, 2018 Regular City Council Meeting Minutes and October 3, 2018 Special City Council Meeting. MCU

**Public Input:** N/A.

**Staff Reports:**

- Police Chief Techar:
  - Chief Techar met with the Mesabi Humane Society, will bring rate information to the Council.
- Public Works Operations Director Lautigar: Agenda.
- Library Director Dabbas: Absent with notice.
- Economic Development Administrator Paulsen:
  - Discussed economic development and new construction.
  - Discussed Ryan Gulbranson property.
- Liaison Reports: Agenda.

**Mayor, Council, Boards & Commissions Reports:**

- City Councilors: Agenda.
- City Attorney Lindsay: No formal report.
- City Engineer Jamnick:
  - Discussion, prefill of Equalization Basin complete and Lime Lagoon updates.
  - Preconstruction Meeting October 10, 2018 at 11:00 am.
- Acknowledge Minutes
  1. Gilbert Planning and Zoning Commission Meeting September 10, 2018
  2. Gilbert Public Library Board Meeting September 5, 2016

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Motion by Robich, second by Pulles to acknowledge the Gilbert Planning and Zoning Commission Meeting September 10, 2018 and Gilbert Public Library Board Meeting September 5, 2016. MCU

**Old Business:**

Update Nuisance Ordinance: Discussion. Attorney Lindsay will have completed by the next Council Meeting.

Point of Sale Sanitary Sewer Inspection Ordinance: No update.

MN TH 37 Update: No update.

Offer to Purchase Parcel 060-0052-01175: No update.

WWTP Construction Project Update: Jamnick discussed project update.

Cemetery Guidelines Language Update: Mayor Milos met with Keith Shatava to determine guidelines.

CDBG Grant Funds 2019: Pre-applications for CDBG grant funds are due October 15, 2018. Council action is requested to determine the amount available for CDBG program. Discussion.

Motion from Robich, second from Pulles to approve Jamnick to apply for the CDBG grant in the amount of \$158,000 and City's portion of \$100,000. MCU

2020 Census Partnership: Council action is requested to authorize the City of Gilbert to:

- a) Assist in advertising for open census positions via the City website, bulletin boards, utility bills, etc., as well as provide training space if needed.
- b) Confirm who will be Census Liaison – Mayor Milos volunteered.
- c) Draft a letter indicating the City of Gilbert will partner with the Census Bureau for an accurate, efficient and cost-effective count in 2020.

Motion by Pulles, second by Pontinen to accept the 2020 Census requests of assisting in advertising for open census positions via the City website, bulletin boards, utility bills, etc., as well as provide training space if needed, confirm who will be Census Liaison, draft a letter indicating the City of Gilbert will partner with the Census Bureau for an accurate, efficient and cost-effective count in 2020. MCU

**New Business:**

FEMA Grant: Council action is requested to authorize approval to apply for the FEMA Grant. Discussed FEMA Grant during Work Session.

Motion by Pulles, second by Pontinen to approve Fire Chief Kwiatkowski to apply for the FEMA Grant. MCU

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Al Mugge, Tomahawk Ford Presentation: Mugge requested contract extension. Discussion.

Motion by Pontinen, second by Robich to approve the Tomahawk Ford Contract for three years at a three percent increase per year. MCU

SEH Water Plant Analysis Presentation: SEH was commissioned to complete a feasibility study for watering infrastructure improvements for the City of Gilbert. Council requested to acknowledge completion of study. Discussion of study specifics.

Alley Pick Up: Council is requested to authorize approval of alley pick up of brush, trees, leaves, etc., during the week of October 29 – November 2, 2018.

Transformer Oil Testing Results: Council action is requested to acknowledge results. Testing of transformers is completed and the results show the possibility of early signs of oil degradation, the concentrations of combustible gases are not increasing significantly and all gases are at acceptable concentrations. Recommended retest in 1 year.

Approval of Stantec Invoice for WWTP (PFA): Council action is requested to approve the following invoice and authorize submittal to the PFA for reimbursement. October 5, 2018 Invoice 1418763 in the amount of \$32,545.48.

Motion by Robich, second by Pulles to approve Stantec October 5, 2018 Invoice 1418763 in the amount of \$32,545.48. MC

Aye Robich, Milos and Pulles  
Nay Pontinen

Approval of Magney Construction Pay Request for WWTP (PFA): Council is requested to approve the following invoice and authorize submittal to the PFA for reimbursement. October 2, 2018 Pay request #4 in the amount of \$469,531.85.

Motion by Pontinen, second by Pulles to approve Magney Construction October 2, 2018 pay request #4 in the amount of \$469,531.85. MCU

Rink Attendants: Seasonal part time rink attendants have been compensated at \$12.00/hour. Number of hours worked are weather dependent. Council is requested to authorize advertising for rink attendants for the 2018-2019 season.

Motion by Pulles, second by Pontinen to approve posting for the rink attendant positions at \$12 per hour. MCU

Planning and Zoning Request for Waiving Fee: Planning and Zoning Meeting on October 1, 2018, Michael Plesha, owner of parcel 060-0052-01250 (34.81 acre parcel located East of the water tower and West of the school), requested that the parcel be rezoned from park. The Planning Commission is requesting that the City Council waive the \$250.00 application fee. Discussion.

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Motion by Pulles, second by Robich to table the Planning and Zoning Commission request for waiving the \$250 application fee for Michael Plesha. MCU

**Miscellaneous:**

Candidate Meet & Greet/Debate: City Hall rental from a private party. Not a City activity/meeting. Potential chance or social gathering, quorum cannot discuss or decide City business.

Motion by Robich, second by Pulles to acknowledge 2018 Candidate Meet and Greet. MCU

Motion by Robich, second by Pulles to approve payment of bills and payroll. MCU

Motion by Robich, second by Pulles to adjourn at 8:30 pm MCU

ATTEST:

  
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Dorothy E. Milos, Mayor

  
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James Paulsen, Interim City Clerk/Treasurer