

CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 13, 2018
COUNCIL CHAMBERS

Mayor Milos called the meeting to order at 6:30 pm.

Present: Mayor Milos, Councilors Robich, Pontinen, Ouke and Pulles.

Absent: N/A.

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

Absent: Police Chief Techar and Library Director Dabbas absent with notice.

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

Motion by Ouke, second by Pulles to approve the agenda as submitted. Motion Carried Unanimously (MCU).

Approve City Council Minutes

- A. October 23, 2018 City Council Work Session
- B. October 23, 2018 Regular City Council Meeting
- C. October 30, 2018 City Council Work Session

Motion by Pontinen, second by Ouke to approve October 23, 2018 City Council Work Session, October 23, 2018 Regular City Council Meeting and October 30, 2018 City Council Work Session. MCU

Public Input: N/A.

Staff Reports:

- Police Chief Techar: Absent with notice.
- Public Works Operations Director Lautigar:
 - Started on the campground project. Discussion.
- Library Director Dabbas: Absent with notice.
- Economic Development Administrator Paulsen:
 - Noted Police Chief Techar included crime activity reports in the Council Packet.
- Liaison Reports:

Mayor, Council, Boards & Commissions Reports:

- City Councilors:
 - Recycling Center, cardboard discussion.
- City Attorney Lindsay: No formal report.
- City Engineer Jamnick:
 - Water balance test completed. Reviewed and approved by MPCA.

Old Business:

Update Nuisance Ordinance: Attorney Lindsay drafted the nuisance ordinance.

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WWTP Construction Project Update: Ron LaFond sent a memo with WWTP construction updates.

MN TH 37 Update: Engineer Jamnick gave update.

Offer to Purchase Parcel 060-0052-01175: Economic Development Administrator Paulsen gave update. Buyer agreed to City's addendums. Discussion.

Gilbert to Thelen--Title Issue: Economic Development Administrator Paulsen gave update. Discussion.

Point of Sale Sanitary Sewer Inspection Ordinance: Economic Development Administrator Paulsen gave update. Discussion. Copy of a new Gilbert Ordinance is ready for introduction.

- o Introduced (November 13)
- o First Reading (November 27)
- o Second Reading (December 11) followed by a vote and it is either adopted or not
- o Published December 21 then takes effect January 28, 2019 (date specified on ordinance)

Motion by Pontinen, second by Pulles to acknowledge the introduction of the new ordinance with its first reading to be at the next regularly scheduled Council meeting. MCU

Cemetery Guidelines Language Update: Mayor Milos gave updates.

Curb Repair on Florida: Engineer Jamnick needs contract for follow up.

GDBG Resolution: CDBG project application is ready for submission.

Approve Resolution 2018-17. MCU via rollcall.

Aye Pontinen, Pulles, Robich, Ouke and Milos

Nay

New Business:

Canvas General Election Results: St. Louis County provided the abstract of votes cast for the general election.

Resolution 2018-18 results are of November 6, 2018 elections, for the term 2019-2020 Mayor elected Karl Oberstar Jr., for the term 2019-2020 City Councilor Jeremy Skenzich and for the term 2019-2022 the City Councilors elected are Rocco Leoni and Joseph Pulles.

Aspire Insurance Renewal Update: John Shega will update as soon as there are renewal numbers.

Water Treatment Plant Options: SEH presented findings of the water infrastructure improvements feasibility study at the last Council meeting. Council would like to explore additional options including:

- New water treatment plant using a lime process
- Rehab existing water treatment plant using a lime process

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- Obtain water from the City of Virginia

Discussion.

Motion by Pontinen, second by Ouke to approve SEH researching the additional options at a cost not to exceed \$5,850.00

Hiring for a Deputy Clerk/Treasurer – Accounting Support Position: Selection Committee is recommending hiring the highest rated candidate for this position; pending completion of a background check.

Motion by Pulles, second by Pontinen to approve hiring a Deputy Clerk/Treasurer. MCU

Hiring for Administrative Support/Special Projects Position: Selection Committee is recommending hiring the highest rated candidate for this position; pending completion of a background check.

Motion by Ouke, second by Pulles to approve hiring an Administrative Support/Special Projects position. MCU

Approval of Magney Construction Pay Request for WWTP (PFA): Approval of Magney Construction Invoice and pay request for the WWTF for services provided by Magney Construction for the Gilbert WWTF improvements project for the period 10/1/2018 through 10/31/2018. Discussion.

Motion by Robich, second by Pulles to approve November 6, 2018 Pay Request # 5 in the amount of \$587,979.22. MC

Approval of Stantec Pay Request for WWTP (PFA): For services provided by Stantec for the Gilbert WWTF improvements project for the period ending October 26, 2018. Discussion.

Motion by Pontinen, second by Ouke to table payment to Stantec. Motion fails.

Motion by Robich, second by Pulles to approve November 7, 2018 Invoice 1432260 in the amount of \$31,984.05 MC

Retroactive Compensation: Due to personnel changes on June 24, 2018 Paulsen took on multiple roles acting as Economic Development Administrator, Planning and Zoning Director and Interim City Clerk/Accountant. 2018 budget reviewed. It was determined monies are available in the city office wage allocation to support the request. The proposed compensation would be in the amount of \$400 per week for 20 weeks Paulsen has held these additional job duties. While many factors were taken into consideration, the \$400 figure was agreeable to Paulsen. It bears noting this amount is substantially less than compensation would be based on time incurred for an employee with an hourly pay structure.

Motion by Pulles, second by Ouke to approve retroactive pay compensation for additional job responsibilities at a rate of \$400 per week for 20 weeks beginning June 24, 2018 and ending November 11, 2018. MCU

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Approve Laptop Repair: Discussion.

Motion by Pulles, second by Pontinen to approve the repair of Gilbert Police Department laptop in the amount of \$683.93. MCU

Liquor, Club and Tobacco Licenses for 2019: Council is requested to approve liquor, club and tobacco licenses and issue same provided all license paperwork is completed, proof of insurance is provided and license fees have been paid by the following:

- Holiday Station Store –Tobacco
- Nick's Bar INC. DBA Nick's -Off sale, On sale and Sunday Liquor
- Mudder's LLC DBA Yo'r Mudders Place-Off sale, On sale, and Sunday Liquor
- Liimatta Pershern LLC DBA The Dugout -Off sale, On sale, and Sunday Liquor
- Belanger Louise DBA The Alibi -Off sale, On sale, and Sunday Liquor
- DEVCO Inc. DBA Devo's Sand Bar-Off sale, On sale, and Sunday Liquor
- JLT Enterprises DBA The Downtown Bar -Off sale, On sale, and Sunday Liquor
- VFW 4456 DBA George & Mark Klobuchar Post -CLUB, On sale and Sunday Liquor
- Fitzcorp Inc. DBA Wandering Pines Eatery Pub -On Sale, Sunday Liquor
- Range Restaurant Inc. DBA The Whistling Bird -On Sale, Sunday Liquor
- J&B Milos Enterprises DBA Knotty Pine Liquor -Off Sale
- Gordon Teri Lynn DBA Gladiator Bar -On Sale

Motion by Pontinen, second by Ouke to approve Liquor, Club and Tobacco Licenses for 2019 and to issue same provided all license paperwork is complete, proof of insurance is provided and license fees have been paid. MCU

Special Meeting Request: Fayal Township is requesting the City of Gilbert City Council presence at a Special Meeting on Monday, November 26, 2018 at 7:00 pm at the Fayal Town Hall, regarding the Fire Department Shared Services Study results.

Motion by Pulles, second by Ouke to set a Special Meeting on Monday, November 26, 2018 at 7:00 pm. MCU

Miscellaneous:

Councilor Robich requested to be appointed at the Public Works Liaison.

Motion by Pulles, second by Ouke to appoint Councilor Robich as the Public Works Liaison. MCU

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

Motion by Pulles, second by Ouke to adjourn at 7:43 pm MCU

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ATTEST:



Dorothy E. Milos, Mayor



James Paulsen, Interim City Clerk/Treasurer