

City of Gilbert  
City Council Meeting  
Tuesday, November 26, 2019

Mayor Oberstar called the meeting to order at 6:32 p.m.

Quorum determined.

Present: Councilors Robich, Pulles, Skenzich, Leoni, Mayor Oberstar, Jr., Attorney Bupesh Pattni, City Engineer John Jamnick, Police Chief Techar, Deputy Clerk Gulan, Executive Administrative Clerk Paulsen.

Absent with Notice: Library Director Dabbas, Operations Director Lautigar

Quorum established.

Mayor Oberstar led the audience in the Pledge of Allegiance.

Approve additions to agenda

1. Resolution 2019-15 CDBG application related to Water Storage Improvements Project.
2. Resolution 2019-16 CDBG application related to TH 37 Utilities Project.
3. Resolution 2019-17 Gilbert Fire Department tools and equipment donation.

**Motion** by Pulles, second by Skenzich to approve the agenda additions listed above and numbered 1-3. MCU

**Approve City Council Minutes**

- A. November 05, 2019 City Council Working Session
- B. November 12, 2019 City Council Working Session
- C. November 12, 2019 Regular City Council Meeting
- D. November 19, 2019 City Council Working Session

**Motion** by Pulles, second by Leoni to approve the November 05, 2019 City Council Working Session Minutes. MCU

**Motion** by Pulles, second by Skenzich to approve the November 12, 2019 City Council Working Session Minutes. MCU

**Motion** by Skenzich, second by Pulles to approve the November 12, 2019 Regular City Council Meeting Minutes. MCU

**Motion** by Skenzich, second by Pulles to approve November 19, 2019 City Council Working Session Minutes.

Vote carried as follows:

Aye: Robich, Pulles, Skenzich, Leoni

Nay:

Abstain: Mayor Oberstar, Jr.

**Public Input:** n/a

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**Reports – Mayor & Council**

- Mayor: Wishes everyone a nice Thanksgiving.
  - Update on 11/26/19 evening's prior meetings:
  - Truth and taxation meeting, held at 6:01 P.M.
  - Ehlers meeting, held at 5:15 P.M.
  - Report on projects for 2020 that are **not** on levy, funding discussion.
  - 2020 Projects for consideration: Main street, water tanks and electric meters, Louisiana, Nebraska, Michigan streets project, cemetery, Genoa, and Sparta projects. \*These projects are **not** included in the 2020 levy.
  - Preventive work to be done in 2020.
  - Winter projects and maintenance for public works.
- B.) Councilor Robich: Upcoming Range Recreation Civic Center meeting December 11, 2019 at 4:00 P.M. and public is welcome to attend.
- C.) Councilor Pulles: No report  
D.) Councilor Skenzich: No report  
E.) Councilor Leoni: No report

**Reports – Staff, Boards & Commissions**

- A) City Attorney Bryan Lindsay is absent; Bhupesh Pattni is in attendance: No report
- B) City Engineer John Jannick:
- Water meters: information and specifications from suppliers currently being assembled prior to pursuing quotes/bids for electrical and water meter project.
  - Engineer to discuss

Additions to Agenda: Priority discussion and determination.

1. Resolution 2019-15 CDBG application related to Water Storage Improvements Project.  
**Motion** by Robich, second by Pulles to approve Resolution 2019-15 CDBG application related to Water Storage Improvements Project CDBG, with a Priority #2, submitted together with Resolution 2019-16. MCU

2. Resolution 2019-16 CDBG application related to TH 37 Utilities Project.  
**Motion** by Pulles, second by Leoni, to approve 2019-16 CDBG application for TH 37 Utilities Project with a Priority #1, submitted together with Resolution 2019-15. MCU

3. Resolution 2019-17 Gilbert Fire Department tools and equipment donation.

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**Motion** by Pulles, second by Leoni to accept Gilbert Fire Department tool and equipment donations. MCU

4. Police Chief Ty Techar:
  - Discussion: Police Squad car acquisition and truck grant, with report and further information to follow. Department vehicles have high miles.
5. Public Works Operations Director Lautigar: Absent
6. Library Director Dabbas: Absent
7. Executive Administrative Clerk Paulsen:
  - 1) Revenue in comparison to budget through October 2019
    - Report and discussion.
  - 2.) Resolution 2019-13 approving 2019 tax levy payable 2020
    - Report and discussion.

**Motion** by Robich, second by Skenzich to approve resolution 2019-13 approving 2019 tax levy payable 2020. MCU

Aye: Robich, Pulles, Skenzich, Leoni, Oberstar, Jr.

Nay:

Motion carried 5-0

- 3) Resolution 2019-14 approving 2020 operating budget for government funds.

**Motion** by Robich, second by Skenzich to approve resolution 2019-14 approving 2020 operating budget for government funds. MCU

Aye: Robich, Pulles, Skenzich, Leoni, Oberstar, Jr.

Nay:

Motion carries 5 to 0

G.) Approve boards and commission minutes

- 1) E.F.G.S.D. Joint Powers Recreation Board Minutes from November 13, 2019

**Motion** by Skenzich, second by Robich to approve E.F.G.S.D. Joint Powers Recreation Board Minutes from November 13, 2019. MCU

**Old Business:**

A. WWTP Construction Project Update

- Todd Arlander report. Winter work update. Rehabilitated pipes, work to continue through winter.
- Discussion: alarm repair and setback due to debris, direction flow of contaminants.
- Mayor: action needs to be taken regarding contaminants and determining source.
- Clerk: letters will be sent to 1 1/2 block area where contamination originates.

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B. MN TH 37 Update

- Update re: MNDOT communications, ADA & storm-water plan and follow up.

C. LMCIT liability coverage waiver

- Mayor recommends to waive

**Motion** by Robich, second by Pulles to waive LMCIT Liability coverage, waiving monetary limits on municipal tort liability. MCU

**New Business:**

A. Liquor, Club and Tobacco Licenses for 2020

**Motion** by Pulles, second by Leoni to approve 2020 MCU

B. Proposed AT&T contract

- ATT proposed a new, reduced dollar amount lease. City attorney is reviewing.
- Mayor suggests a counter-proposal of approximately \$1,000 per month to avoid losing revenue for the city.
- 90 days to make a decision.
- Robich: suggests tabling item

**Motion** by Pulles, second by Robich to table the Proposed AT&T contract for review until the next city council meeting December 10, 2019. MCU

C. Purchase Plow – previously tabled item

- Plow is currently broken, sale of surplus equipment money to be used for repair.
- Armory Shell bid is withdrawn by councilor Pulles.
- According to Pulles - Public Works director recommends Z-Tech.

**Motion** by Pulles, second by Skenzich to approve Z-Tech quote of \$7,000 for city plow per public works director's recommendation. Funds to come from the 2019 public works capital budget. MCU

D. EH Renner Change order request

- Clerk Paulsen discussed background of pump replacement.
- Council concerned with estimated quote.
- Purchase price of rental pump to be presented at next meeting.
- Item to be tabled until next meeting.

**Motion** by Pulles, second by Skenzich to table this item until a definite cost is determined. MCU

E. Water & Light Board Recommendation

**Motion** by Pulles, second by Leoni to change the regular monthly Water & Light Board meeting date/time to the 3<sup>rd</sup> Wednesday of each month at 6:00 P.M., starting December 2019. MCU

City Council Working Session set for December 10, 2019 at 5:15 P.M.

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Clerk Paulsen thanks council for their help and diligence in budget review.

Second council meeting is requested for December.

- December 17, 2019 6:30 to be last meeting of 2019.

Robich: Techar and Paulsen yearly review to be held in closed session December 17, 2019.

**Motion** by Robich, second by Leoni to cancel December 26, 2019 Regular City Council meeting, adding a Working Session December 17, 2019 at 5:15 P.M. and Regular City Council Meeting on December 17, 2019 at 6:30 P.M. City Council Working Session December 10, 2019 at 5:15 P.M. MCU

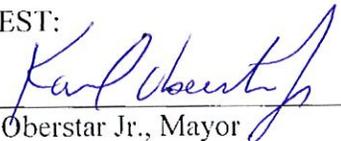
F. Miscellaneous: N/A

**Approve Payment of Bills and Payroll:**

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

**Motion** by Robich, second by Leoni to adjourn meeting at 7:47 P.M. MCU

ATTEST:

  
\_\_\_\_\_  
Karl Oberstar Jr., Mayor

  
\_\_\_\_\_  
James Paulsen, Executive Administrative Clerk

## Report Criteria:

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

Check Issue Date	Check Number	Payee	Amount
11/13/2019	22657	ADVANCED AUDIO INC	860.42
11/13/2019	22658	APG Media of MN	93.52
11/13/2019	22659	AT&T MOBILITY	390.85
11/13/2019	22660	EAST RANGE SHOPPER	23.80
11/13/2019	22661	ESSENTIA HEALTH	40.00
11/13/2019	22662	GEORGE BOUGALIS & SONS CO.	182,471.72
11/13/2019	22663	GRANDE ACE HARDWARE	237.85
11/13/2019	22664	HOMETOWN FOCUS	38.70
11/13/2019	22665	MESABI SIGN	132.00
11/13/2019	22666	MINNESOTA ENERGY RESOURCES	695.92
11/13/2019	22667	minnesota labor law poster service	89.50
11/13/2019	22668	RANGE OFFICE SUPPLY	36.86
11/13/2019	22669	TIMBERJAY INC	25.00
11/13/2019	22670	VERIZON WIRELESS	61.03
11/13/2019	22671	VISA	322.96
11/13/2019	22672	MCFOA	45.00
11/13/2019	22673	VISA	2,155.68
11/14/2019	22674	TOMAHAWK FORD INC	8,900.38
11/14/2019	22675	VISA	74.65
11/14/2019	22676	VISA	105.11
11/14/2019	22677	VISA	15.00
11/14/2019	22678	VISA	15.00
11/14/2019	22679	VISA	15.00
11/14/2019	22680	VISA	15.00
11/15/2019	22681	FRYBERGER, BUCHANANM SMITH &	6,500.00
11/15/2019	22682	APG Media of MN	10.00
11/15/2019	22683	FRANKS TIRE & MUFFLER	120.00
11/15/2019	22684	JPJ ENGINEERING INC	13,885.90
11/15/2019	22685	LAWSON PRODUCTS	687.03
11/15/2019	22686	MINNESOTA POWER	60,869.27
11/15/2019	22687	RANGE OFFICE SUPPLY	20.96
11/15/2019	22688	UNION SECURITY INSURANCE COMPANY	628.80
11/15/2019	22689	USABLE LIFE	306.80
11/15/2019	22690	VERIZON WIRELESS	259.09
11/07/2019	201508371	NORTHEAST SERVICE COOPERATIVE	47,154.00
11/12/2019	201508372	PAYCHEX PAYROLL SERVICES	270.15
11/13/2019	201508373	PAYCHEX PAYROLL SERVICES	44,585.44
11/13/2019	201508374	COMMISSIONER OF REVENUE	7,329.00
11/13/2019	201508375	PERA	8,663.00
11/13/2019	201508376	STATE OF MN	742.69
11/13/2019	201508377	STATE OF MN	447.05
Grand Totals:			<u>389,340.13</u>

Dated: 11/26/18

Mayor: Karl Bertel

City Council: Rebecca A. Bobick

[Signature]

[Signature]

Rocoy Leon

City Administrator/Clerk: [Signature]

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"