

City of Gilbert
Minutes of City Council Working Session
Tuesday, November 5, 2019
Council Chambers

Mayor Oberstar called the meeting to order at 6:00 p.m.

Present: Councilors Robich, Skenzich, Leoni, Mayor Oberstar, Jr., City engineer John Jamnick, Executive Clerk Paulsen, Deputy Clerk Gulan, Todd Arlander, Water & Light Board members Leo Skrbec and Bob Pontinen.

1. WWTP

- Todd Arlander reported on WWTP start up, MBR (Membrane BioReactor) process.
- MBR system sensitivity if chemicals/contaminants/fuels put into system.
- Recommendation to inform public of this concern.
- This system very effective treating sewage but not contaminants if dumped into sewer system. Sump inspection suggestions/discussion for compliance.
- Summary of work, schedule, construction, and cost.
- Pontinen re: I & I report. Compiling information packet/letter to citizens regarding this process and list of banned substances that are NOT to be placed in sanitary sewer system. Letter to be sent to citizens. Penalties discussion.

2. DOT Hwy 37 Engineering

- Update: MNDOT is in bid and is scheduled to start construction in April 2020.
- Total cost to City of Gilbert is approximately \$1.3 million to include: sidewalks, lighting, city utilities during project. Bidding in April 2020.
- Projects separate from MNDOT Hwy 37: \$987,000. Total of all other non-Hwy 37 projects is approximately \$2.7 million.
- W/WWTP projects/ intended use plan with MPCA/ eligible for funding. Discussion.
- November 26, 2019 meeting with Chris from Ehlers re: project scope and funding.
- Alley to alley/streets/other project grants to be submitted November 2019.
- Funding sources are unsure at this point for non-MNDOT Hwy 37 projects.
- All sewer work included in \$2 million PFA request. Hwy 37 project: \$633,000 for remaining projects, water-main work, upper and lower alley work, street lighting and sidewalk concrete. Bonding discussion.
- MNDOT to do all inspection except city utility work which requires separate inspector.
- Leo Skrbec/Mayor Oberstar: Street repair discussion.

3. Levy and Budget review

- Mayor and Council pleased with report and budget with Clerk Paulsen. \$713, 645 in department capital improvement requests, \$50,929.00 available at 6% levy. Prior years' revenue discussion.
- Operating expenses correction of previous years' and discussion. Capital dollars discussion.

- City levy does not equate to tax rate. Discussion of calculation of tax rate and change due to lack of tax levy. Clarification: Property tax does not equate to city tax as property tax is determined and calculated by St. Louis County.
- Citizen improvements to home increases market value, will reflect in tax base for the following year. Clarification re: home value/tax/home improvements.
- Cell tower fees, ATT billing goes toward water fund at approx.\$15,600 yearly, approx. \$2,200.00 from AEOA goes to general fund. All other fees into general fund.
- Electrical fund revenue worksheet discussion. Misc. revenue from enterprise funds predicted for wages to be transferred back to general fund. 2019 -\$150,000 from electrical fund as recommended at 2018 audit. To be reviewed every year.
- Expense form discussion. \$816.00 over on operating budget for 2020.
- \$50,929.00 available for capital expense requests in 2020 IF the levy is held at 6% for 2020.
- Priority lists for capital requests received from departments. Discussion.
- Microsoft extending support for 7 computers for 1 year.
- Update on City of Gilbert policy book and its importance. Codification not done in 10 years.
- Plow request tabled until 2020. Public works equipment request discussion re: funding options in 2020. Police truck via grant a possibility.
- Road improvements at Cemetery will be included with Hwy 37 project.
- Hwy 37 bonding discussion.
- Charter information to be reported at November 12, 2019 City Council meeting.
- November 19, 2019 City Council Work Session 6:00 P.M.
- December 10, 2019 City Council Budget Meeting.
- December 26, 2019 Budget and Organizational meeting.

4. Other Additional issues - Concerns

- Sparta Sewer discussion.
 - Report request from Bryan Lindsay for November 19, 2019 City Council meeting.
- Ordinance change for apartments – City Attorney Lindsay to provide information at November 19, 2019 City Council meeting.
- Water/Elec budget 2020 discussion.

Motion by Robich, second by Leoni to adjourn meeting at 7:55 P.M. MCU

ATTEST:



 Karl Oberstar Jr., Mayor



 James Paulsen, Executive Administrative Clerk