

City of Gilbert  
City Council Meeting  
Tuesday, December 10, 2019

Mayor Oberstar called the meeting to order at 6:30 p.m.  
Quorum determined.

Present: Councilors Robich, Pulles, Skenzich, Mayor Oberstar, Jr., City Attorney Bryan Lindsay, City Engineer John Jamnick, Police Chief Techar, Operations Director Lautigar, Library Director Dabbas, Deputy Clerk Gulan, Executive Clerk Paulsen.

Absent with Notice: Councilor Leoni

Mayor Oberstar led the audience in the Pledge of Allegiance.

**Approve City Council Minutes**

- A. November 26, 2019 City Council Working Session
- B. November 26, 2019 Truth in Taxation Meeting
- C. November 26, 2019 Regular City Council Meeting

**Motion** by Skenzich, second by Robich to approve the November 26, 2019 City Council Working Session. MCU

**Motion** by Pulles, second by Robich to approve the November 26, 2019 Truth in Taxation Meeting. MCU

**Motion** by Skenzich, second by Pulles to approve the November 26, 2019 Regular City Council Meeting. MCU

Reading of Resolution 2019-13 Approving 2019 Tax Levy Payable 2020.

Reading of Resolution 2019-14 Approving 2020 Operating Budget for Government Funds

**Public Input:**

**Reports – Mayor & Council**

Mayor:

- LELS tentative contract agreement and upcoming ratification of contract.
- Thanks city public works crew on snow removal.
- Requests update from Operations Director regarding condition of public works equipment to be given at later meeting.

Councilor Robich:

**Motion** by Robich, second by Pulles to add Resolution 2019-21 to the agenda. MCU

- Thank you to public works crew on their snow removal.
- Board meeting at Range Recreation Center in Eveleth, December 11, 2019 at 4:00 P.M.
- Thanks to Gilbert Police Department for their service at Weihnachtsfest in Biwabik.

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Councilor Pulles:

- Thank you to Gilbert city office staff on service and dedication.

Councilor Skenzich: No report.

Councilor Leoni: Absent

**Reports – Staff, Boards & Commissions**

A) City Attorney Bryan Lindsay: No report.

- Will attend Special City Council meeting 12/12/19.

B) City Engineer John Jamnick:

- Update on Lower Michigan project.
- Resolution 2019-21 Continuing funding – To apply to MN-PFA for loan from the Clean Water Revolving Fund. Loan is for improvements to drinking water/municipal wastewater treatment system, as described in loan application. Broadway project and all projects related to water. City authorization is required prior to application submittal.

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**Motion** by Pulles, second by Skenzich to approve Resolution 2019-21, adopted December 10, 2019, for submission to PFA for loan. MCU

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

Nay:

Absent: Leoni

Mayor inquires re: CDBG grant for handicap accessible restrooms at Community Center basement Dining Room area. John Jamnick to present funding options to council.

C) Police Chief Ty Techar:

- Requests citizens not push snow into the street, presents a problem for calendar parking and city snow removal. Criminal charges can result if snow pushed into street.
  1. Purchase of Taser Items: Tasers purchased in 2012 can no longer be used due to unusable battery. Request to purchase \$700.00 in batteries to allow for 2-3 years in continued Taser use.

**Motion** by Pulles, second by Skenzich to approve purchase of Taser batteries in the amount of \$700.00. MCU

2. Funds Transfer: On August 8, 2019 City Council approved new squad car equipment purchase. Request funds transfer from Police forfeiture fund to cover cost of the equipment purchase in the amount of \$4,827.40.

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**Motion** by Robich, second by Pulles to approve transfer of \$4,827.40 from the Police forfeiture fund for the purchase of new squad car equipment. MCU

D) Public Works Operations Director Lautigar:

- Snow removal report.
- new sewer process

E) Library Director Dabbas:

- Library enrollment and circulation increase.
- Winter reading program starts January 1, 2020.
- Gilbert Public Library Tea Wednesday, December 18, 2019, all day. Santa arrives at 4:00P.M. Story time at 5:00P.M.

F) Executive Administrative Clerk Paulsen: No report

G) Approve Boards and commission Minutes

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1) September 19, 2019 Gilbert Water & Light Board

**Motion** by Skenzich, second by Pulles to approve the September 19, 2019 Gilbert Water & Light Board, **minutes only**. MCU

Recommendations will be on-going and decision will be determined in future.

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2) November 15, 2019 Gilbert Public Library

**Motion** by Skenzich, second by Pulles to approve the November 15, 2019 Gilbert Public Library Minutes. MCU

3) November 05, 2019 Gilbert Cemetery Advisory board

**Motion** by Robich, second by Pulles to approve the November 05, 2019 Gilbert Cemetery Advisory Board minutes. MCU

4) November 04, 2019 Gilbert Planning and Zoning Commission

**Motion** by Robich, second by Skenzich to approve the November 04, 2019 Gilbert Planning and Zoning Commission. MCU

Notice: Thursday, December 12, 2019 Special City Council Meeting.

**Old Business:**

A. WWTP Construction Project Update: Ron LaFond

- Water purity report, mercury level.
- Piping, equipment, project 90% completed.
- Cosmetic work yet to be completed.
- Change order items explained. Compound meter explanation.

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- Ovivo reimbursement to City of Gilbert.
- Net reduction in contractor amount.
- Project is on schedule.
- Contaminant found discussed. No damage done from contaminant. Source not found.

**Motion** by Skenzich, second by Pulles to approve Stantec change orders. MCU

B. MN TH 37 Update

- Main street lighting report. MNDOT conference call held to resolve lighting issues.
- Clerk: another meeting yet to insure infrastructure on poles is in place to allow necessary items to attach to street light poles.

C. Proposed ATT contract

- Bryan Lindsay: reviewed proposed specification sheets. Concerns regarding permitted expansion and AT&T requesting control over future equipment, affect on other water tank users. Future expansions to be determined prior to signing contract.
- Lindsay recommends further discussion held with AT&T to address concerns and details to be determined and agreed upon prior to any contract agreement.
- Mayor would like to keep AT&T contract for the city, and proposes no change to the contract and \$1,000.00 per month.
- Robich counter-suggests \$1,100.00 for monthly agreement fee, which is in line with AEOA antennae fee.
- Mayor Committee Appointment: Lindsay, Paulsen, Robich to assemble information and negotiate AT&T contract, then report to council.
- Robich, Paulsen and Lindsay accept Mayoral appointment.

D. EH Renner change order request

- Previously tabled item.
- Mayor: quote/estimate meaning to be determined.
- Lindsay: Renner using quote and estimate interchangeably. Suggests clarification from Renner regarding a firm cost.
- Sam discussed background of work completed, current cost and repair yet required.

**Motion** by Skenzich, second by Mayor Oberstar, Jr. to approve EH Renner backwash pump repair and replacement **not** to exceed \$20,275.00 **plus** rental fees (\$500.00/week) of the temporary pump, with funds to come from the enterprise fund. MCU

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**New Business:**

A. Resolution 2019-18 Authorizing Shared Fire Department Committee  
**Motion** by Robich, second by Pulles to adopt Resolution 2019-18 on December 10, 2019. MCU  
Aye: Robich, Pulles, Skenzich, Oberstar, Jr.  
Nay:  
Absent: Councilor Leoni

B. Resolution 2019-19 Authorizing Application of Fire Service Planning Grant

- Money to be used for training, and legal items. Would allow approximately 1 year of training cost. 10% match funds to be divided equally between the 3 communities of Fayal, Gilbert and Eveleth.
- Mark Heitzman discusses background, mutual aid of departments' future.

**Motion** by Skenzich, second by Robich to adopt Resolution 2019-19 on December 10, 2019. MCU  
Aye: Robich, Pulles, Skenzich, Oberstar, Jr.  
Nay:  
Absent: Councilor Leoni

C. Resolution 2019-20 Dissolution of Fayal Orderly Annexation Contract  
~~**Motion** by Pulles, second by Mayor Oberstar, Jr. to adopt Resolution 2019-20 on December 10, 2019. MCU~~  
Aye: Robich, Pulles, Skenzich, Oberstar, Jr.  
Nay:  
Absent: Councilor Leoni

D. WWTP Magney Invoice  
**Motion** by Pulles, second by Skenzich to approve WWTP improvement project invoices from Magney Construction for the period ending November 26, 2019 in the amount of \$128,841.35. MCU

E. WWTP Stantec Invoice  
**Motion** by Skenzich, second by Pulles to approve WWTP construction project Stantec invoice for the period ending November 29, 2019 in the amount of \$30,134.28. MCU

F. Transfer from Sherwood Forest

- Clerk report on background. Expenses for 2019, to transfer from Sherwood Forest operating account to City of Gilbert operating account.

**Motion** by Pulles, second by Robich to approve transfer of \$150,851.72 from Sherwood Forest operating account to City Gilbert operating account. MCU

G. Hire rink attendants

- Chad Heitala and William (Jerry) Maki

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**Motion** by Pulles, second by Skenzich to approve hiring Heitala and Maki as seasonal rink attendants pending successful completion of background check. MCU

H. Independent Contractor agreement

- Todd Arlander contract drafted by City Attorney.

**Motion** by Skenzich, second by Pulles to approve the independent contractor agreement for Todd Arlander. MCU

I. Wireless Network License

- CW Technology 1-3 year renewal license discussion.
- Wireless access points expire in February 25, 2020.
- Clerk recommends 1 year contract.

**Motion** by Robich, second by Pulles to renew the CW contract for 1 year for \$714.00. MCU

J. Public Works Plow purchase

- Prior recommendation to be reconsidered, Operations Director recommends purchase from J.M. Auto.

**Motion** by Skenzich, second by Pulles to reconsider the previous motion to purchase plow from Z-tech, under the pretense it was not correctly recommended. The new plow purchase to be through J.M. Auto with funds to come from the 2019 public works capital budget. MCU

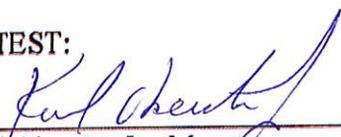
K. Miscellaneous: N/A

**Approve Payment of Bills and Payroll:**

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

**Motion** by Pulles, second by Skenzich to adjourn meeting at 7:54 P.M. MCU

ATTEST:

  
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Karl Oberstar Jr., Mayor

  
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James Paulsen, Executive Administrative Clerk

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

Check Issue Date	Check Number	Payee	Amount
11/25/2019	22691	BLUE CROSS & BLUE SHIELD OF MN	219.00
11/25/2019	22692	D & D BEVERAGE	18.40
11/25/2019	22693	medicareblue rx	37.90
11/25/2019	22694	FURTHER	72.45
11/25/2019	22695	JPJ ENGINEERING INC	8,559.10
11/25/2019	22696	BLUE CROSS & BLUE SHIELD OF MN	.00
11/25/2019	22697	BLUE CROSS & BLUE SHIELD OF MN	205.30
11/25/2019	22698	MEDIACOM	91.04
11/25/2019	22699	BLUE CROSS & BLUE SHIELD OF MN	205.30
11/25/2019	22700	GRAYMONT LLC	2,683.82
11/25/2019	22701	RANGE PAPER	36.15
11/25/2019	22702	ST LOUIS CO	.00
11/25/2019	22703	BISS LOCK INC	200.00
11/25/2019	22704	HOLIDAY COMPANIES	2,494.96
11/25/2019	22705	JOLA & SOPP EXCAVATING INC	3,767.50
11/25/2019	22706	QUILL	146.14
11/25/2019	22707	USIC locating service	300.00
11/25/2019	22708	L & M SUPPLY	848.09
11/25/2019	22709	SERVICE SOLUTIONS INC	141.00
11/25/2019	22710	SLC ENVIRONMENTAL SERVICES	12,938.75
11/25/2019	22711	TACONITE TIRE SERVICE	1,617.72
11/25/2019	22712	AMERIPRIDE SERVICES	246.71
11/25/2019	22713	GOPHER STATE ONE CALL	33.75
11/25/2019	22714	GUARDIAN PEST SOLUTIONS	146.00
11/25/2019	22715	HAWKINS INC	1,212.96
11/25/2019	22716	RANGE AUTO PARTS CO	185.95
11/25/2019	22717	ST LOUIS LAKE CO REG RAILROAD	480.00
11/25/2019	22718	EXCEL BUSINESS SYSTEMS	449.31
11/25/2019	22719	HEIMAN FIRE EQPT	1,014.62
11/25/2019	22720	NEMMPA	1,000.00
11/25/2019	22721	PRAXAIR DISTRIBUTION INC	121.01
11/25/2019	22722	UC LABORATORY	508.00
11/25/2019	22723	WESCO RECEIVABLES CORP	452.88
11/25/2019	22724	TRENTI LAW FIRM	3,396.65
11/25/2019	22725	A1 SERVICES INC	1,512.00
11/25/2019	22726	ARROWHEAD LIBRARY SYSTEM	8.75
11/25/2019	22727	BAKER & TAYLOR	28.02
11/25/2019	22728	EXCEL BUSINESS SYSTEMS	131.53
11/25/2019	22729	SLIPSTREAM	260.64
11/25/2019	22730	WATER & LIGHT	21,867.25
11/25/2019	22731	CHRISTENSEN PARTS	213.69
11/25/2019	22732	DELTA DENTAL OF MN	1,734.60
11/25/2019	22733	FRANKS TIRE & MUFFLER	120.00
11/25/2019	22734	HEIMAN FIRE EQPT	2,245.20
11/25/2019	22735	MINNESOTA POWER	179.68
11/25/2019	22736	NCPERS MINNESOTA	16.00
11/25/2019	22737	RANGE AUTO PARTS CO	501.78
11/25/2019	22738	VERIZON WIRELESS	184.93
11/25/2019	22739	AFLAC	913.53
11/25/2019	22740	COLOSIMO PATCHIN & KEARNEY LTD	379.00
11/25/2019	22741	HEIMAN FIRE EQPT	190.95
11/25/2019	22742	MESABI HUMANE SOCIETY	964.69
11/25/2019	22743	SHANK CONSTRUCTORS	7,310.30

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Amount
11/25/2019	22744	ST. LOUIS COUNTY AUDITOR-SOLID WASTE	75.00
11/25/2019	22745	WATER & LIGHT PETTY CASH	105.54
12/04/2019	22746	ADVANCED AUDIO INC	662.35
12/04/2019	22747	AFSCME Council 65	570.00
12/04/2019	22748	AFSCME PEOPLE	12.00
12/04/2019	22749	ALLIED MEDICAL TRAINING	195.00
12/04/2019	22750	CW TECHNOLOGY	2,652.00
12/04/2019	22751	HOMETOWN FOCUS	95.00
12/04/2019	22752	LAKES GAS CO	421.80
12/04/2019	22753	LELS	255.00
12/04/2019	22754	MENARDS	107.71
12/04/2019	22755	MINNESOTA DEPT OF LABOR & INDUSTRY	10.00
12/04/2019	22756	MINNESOTA ENERGY RESOURCES	226.14
12/04/2019	22757	MN DARE OFFICER'S ASSOCIATION	225.00
12/04/2019	22758	plasticplace	2,215.20
12/04/2019	22759	QUILL	504.54
12/04/2019	22760	RANGE AUTO PARTS CO	164.06
12/04/2019	22761	RANGE OFFICE SUPPLY	83.60
12/04/2019	22762	AEOA	968.35
12/04/2019	22763	AMERIPRIDE SERVICES	244.98
12/04/2019	22764	Bothwell, Matt	353.22
12/04/2019	22765	HAWKINS INC	561.63
12/04/2019	22766	HEIMAN FIRE EQPT	7,217.10
12/04/2019	22767	LAKE COUNTRY POWER	36.00
12/04/2019	22768	MENARDS	43.99
12/04/2019	22769	MINNESOTA POWER	26.51
12/04/2019	22770	OFFICE OF MN IT SERVICES	312.91
12/04/2019	22771	Face Analytical Services	2,577.25
12/04/2019	22772	USIC locating service	300.00
12/05/2019	22773	PARKHURST, RANDALL	710.00
12/05/2019	22774	Paulsen, Jim	16.82
12/05/2019	22775	FIRST NATL BANK OF GILBERT	1,927.00
12/05/2019	22776	AMERIPRIDE SERVICES	48.80
12/05/2019	22777	EXCEL BUSINESS SYSTEMS	121.33
12/05/2019	22778	BLUE CROSS & BLUE SHIELD OF MN	205.30
12/05/2019	22779	BLUE CROSS & BLUE SHIELD OF MN	205.30
12/05/2019	22780	magney construction inc	297,889.31
12/05/2019	22781	OVIVO USA LLC	391,411.44
12/05/2019	22782	STANTEC CONSULTING SERVICES INC.	15,734.12
12/05/2019	22783	OVIVO USA LLC	54,362.70
12/05/2019	22784	STANTEC CONSULTING SERVICES INC.	32,218.66
12/05/2019	22785	MINNESOTA DEPT OF HEALTH	315.00
12/05/2019	22788	RANGE OFFICE SUPPLY	280.38
12/05/2019	22787	WASCHKE FAMILY CHRYSLER DODGE JEEP RAM	188.60
12/05/2019	22788	BAKER & TAYLOR	442.91
12/05/2019	22789	BARR ENGINEERING CO	514.50
12/05/2019	22790	D & D BEVERAGE	19.40
12/05/2019	22791	EMERGENCY AUTOMOTIVE TECH INC	4,827.40
12/05/2019	22792	GOPHER STATE ONE CALL	4.05
12/05/2019	22793	MINNESOTA DEPT OF HEALTH	530.00
12/05/2019	22794	MINNESOTA TELECOMMUNICATIONS	365.70
12/05/2019	22795	PRAXAIR DISTRIBUTION INC	2.00
12/05/2019	22796	RANGE AUTO PARTS CO	426.41
12/05/2019	22797	SEH Inc.	1,172.96
12/05/2019	22798	USIC locating service	500.00
11/25/2019	201508378	PAYCHEX PAYROLL SERVICES	204.15
11/25/2019	201508379	PAYCHEX PAYROLL SERVICES	47,228.09

Check Issue Date	Check Number	Payee	Amount
11/25/2019	201508380	PERA	9,893.00
11/25/2019	201508381	STATE OF MN	508.72
11/25/2019	201508382	STATE OF MN	1,210.80
11/25/2019	201508383	STATE OF MN	742.69
11/25/2019	201508384	WEISS, FRANK	633.60
12/05/2019	201508385	PAYMENT SERVICE NETWORK INC.	494.10
12/05/2019	201508386	PAYMENT SERVICE NETWORK INC.	312.64
Grand Totals:			969,702.75

Dated: 12/10/19

Mayor: Karl Oberst

City Council: Rebecca A. Bibich

[Signature]

[Signature]

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City Administrator/Clerk: [Signature]

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