

CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
WEDNESDAY, DECEMBER 26, 2018
COUNCIL CHAMBERS

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

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

Absent: Councilor Pulles absent with notice.

Staff Present: Executive Administrative Clerk Paulsen, Public Works Operations Director Lautigar, Police Chief Techar, Library Director Dabbas, City Attorney Lindsay, City Engineer Jamnick and Deputy Clerk Gulan.

Absent: N/A.

Mayor Milos led the audience in the Pledge of Allegiance.

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

Approve City Council Minutes

A. December 11, 2018 Regular City Council Meeting Minutes

Motion by Robich, second by Ouke to approve the December 11, 2018 Regular City Council Meeting Minutes. MCU

Public Input: NONE

Staff Reports:

- Police Chief Techar: Agenda.
- Public Works Operations Director Lautigar: Agenda.
- Library Director Dabbas: Provided update of Library Activities
- Executive Administrative Clerk Paulsen: Agenda.
- Liaison Reports: Agenda.

Mayor, Council, Boards & Commissions Reports:

- City Councilors: Agenda.
- City Attorney Lindsay: No formal report.
- City Engineer Jamnick: Agenda.
- Acknowledge Minutes
 - 1) Gilbert Public Library Board Minutes from November 5, 2018
 - 2) E.F.G.S.D. Joint Powers Recreation Board Meeting December 12, 2018
 - 3) Northern St. Louis County Trails Task Force Meeting December 18, 2018

Motion by Ouke, second by Pontinen to acknowledge the Gilbert Public Library Board Minutes November 5, 2018, E.F.G.S.D. Joint Powers Recreation Board Meeting December 12, 2018 and Northern St. Louis County Trails Task Force Meeting Minutes December 18, 2018. MCU

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Old Business:

Update Nuisance Ordinance: Mayor Milos read City of Gilbert resolution 2018-21 to adopt a schedule of offenses and voluntary administrative penalties.

Motion to Ouke, Second by Robich to adopt resolution 2018-21. MCU

WWTP Construction Project Update: Reference Stantec Monthly Project Update Memo December 19, 2018.

MN TH 37 Update: Meeting January 3, 2018 at 10:00 am at City Hall.

Offer to Purchase Parcel 060-0052-01175:

Motion by Pontinen, second by Robich to approve purchase of parcel 060-0052-01175 with the understanding that if business is not operating within 24 months of approval, parcel will revert back to the city. MCU

New Business:

Gilbert Volunteer Fire Department Election of Officers: December 8, 2018 Gilbert Volunteer Fire Department Election of Officers was held.

Motion by Ouke, second Pontinen by to approve election of Chief, Marc Kwaitkowski, Assistant Chief Mark Heitzman, Captain, Michael Bradach, Lieutenant, Anthony Nemanick, Battalion Chief Todd Devich and Trustees, Mike Thelen, Josh Erickson and Russel Rask. MCU

Purchase and Installation of Packing: Purchase and installation of packing for the WWTP. Replacement of packing in plunger pump.

- o Quote of \$632.00 from Power Process Equipment Inc. for the packing.
- o Quote of \$929.50 from Minnesota Pump Works for the packing.
- o Quote of \$935.00 from Minnesota Pump Works for the installation.

Motion by Pontinen, second by Ouke to approve quote from Power Process Equipment for packing and quote from Minnesota Pump Works for the installation. MCU

Pump Maintenance Agreement: Pump maintenance agreement for inspection. One time pump inspection for pumps at the wastewater life station. Total cost not to exceed \$1,489.50 for yearly inspection. A three year option to guarantee this price is also available.

Motion by Pontinen, second by Robich to approve pump inspection for a total of \$1,489.50 without locking in the 3 year option. MCU

Police Department Purchases: Ammunition for training in an amount not to exceed \$1,449.94. Motion made by Robich, second by Ouke to approve ammunition purchase. MCU

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DARE Reimbursement: Eveleth-Gilbert schools paid \$2,400.00 in which they are seeking reimbursement.

Motion by Robich, second by Pontinen to authorize DARE Reimbursement. MCU

Knights of Columbus Bingo: Application to conduct Excluded Bingo for the Gilbert Knights of Columbus Council 5031 on four dates in 2019 – 3/17, 4/7, 9/22 and 10/20.

Motion by Ouke, second by Pontinen to approve application to conduct Excluded Bingo for the Gilbert Knights of Columbus Council 5031. MCU

EQ Basin Partial Payment and Change Order: Partial pay estimate number 8 for Wastewater Equalization Basin Project in the amount of \$41,490.18 and acknowledge change order #5.

Motion by Robich, second by Pontinen to approve partial pay estimate number 8 for the Wastewater Equalization Basin Project in the amount of \$41,490.18 and acknowledge change order #5.

Purchase of Mower: Current mower to be replaced is from early 1990's. A new Toro mower was brought in for demo and is what the City is looking for. The price of the new mower is \$61,949.26 on the 2018 MN State Contract.

The 2018 city budget has approved capital funds in the amount of \$30,000.00 for Public Works and \$10,000.00 for the Cemetery. These funds are still available.

The 2019 city budget has capital funds in the amount of \$30,000.00 for Public Works, in which \$21,949.26 would be allocated to pay the balance of this mower.

This would leave \$8,050.74 available for the remainder of 2019 Public Works capital budget.

Motion by Pontinen, second by Robich to table purchase of mower for Public Works. MCU

City Hall Hours:

Motion by Ouke, second by Pontinen to approve change of City Hall office hours to 8:30 am -1:00 pm and 1:30 pm – 4:00 pm Monday through Friday, effective January 2, 2019. MCU

Transfer from Campground Checking Account to Operating Checking: Transfer \$165,277.10 from Sherwood Forest Campground Checking account to the Operating Checking account.

The campground revenues are deposited in the Sherwood Forest Campground checking account but the expenses are paid out of the operating checking. The amount represents those expenses for 2018.

Motion by Robich, second by Ouke to approve transfer of \$165,277.10 from Sherwood Forest Campground checking account to the operating checking account. MCU

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Transfer to Electric Fund from Water and Sewer Funds: In 2014 the electric enterprise fund advanced \$100,000 each to the water and sewer enterprise funds. Due to cash flow, these advances were part of each fund's capital project funding to the permanent improvements and replacement capital projects fund. The loan is scheduled to be paid back \$25,000 from each fund for four years. This is the fourth and final payment for each fund on this advance.

Motion by Robich, second by Pontinen to approve the transfer of \$25,000 from the Water Fund and \$25,000 from the Sewer Fund both to the Electric Fund. MCU

Acknowledge Comparison to Budget Ending November 30, 2018:

Motion by Pontinen, second by Robich to acknowledge comparison to budget ending November 30, 2018. MCU

Miscellaneous:

Gilbert PD request to purchase 7 body cameras: Gilbert PD is in need of new body cameras. Total price will be \$2,065.00.

Motion by Ouke, second by Bob to approve this purchase. MCU

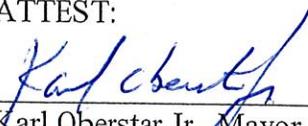
Chief Techar requests authorization to attend the 2019 Minnesota Chiefs of Police Executive Training in St. Cloud MN from April 14-April 17, 2019.

Motion made by Robich, second by Pontinen to authorize attendance. MCU

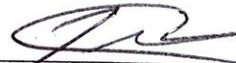
Motion by Ouke, second by Pontinen to approve payment of bills and payroll. MCU

Motion by Robich, second by Ouke to adjourn meeting at 8:11 pm. MCU

ATTEST:



Karl Oberstar Jr., Mayor



James Paulsen, Executive Administrative Clerk