

CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 26, 2019
COUNCIL CHAMBERS

Mayor Oberstar called the meeting to order at 6:31 pm.

Present: Mayor Oberstar, Councilors Robich, Leoni and Skenzich.

Absent: Councilor Pulles absent with notice.

Staff Present: Executive Administrative Clerk Paulsen, Police Chief Techar, City Attorney Lindsay, City Engineer Jamnick and Deputy Clerk Gulan.

Absent: Public Works Operations Director Lautigar and Library Director Dabbas absent with notice.

Mayor Oberstar led the audience in the Pledge of Allegiance.

Motion by Skenzich, second by Leoni, to approve the agenda as submitted with the addition of Compensatory Time Memorandum, training requests for the Gilbert Police Department and the Gilbert Fire Department. Motion Carried Unanimously (MCU).

Approve City Council Minutes

- A. February 12, 2019 Regular City Council Meeting
- B. February 12, 2019 City Council Work Session

Motion by Skenzich, second by Leoni, to approve the February 12, 2019 Regular City Council Meeting Minutes. MCU

Motion by Skenzich, second by Leoni, to approve the February 12, 2019 City Council Work Session. MCU

Public Input: Steve Buria addressed snow removal concerns. Discussion.

Reports – Mayor & Council

- A) Mayor, Addressed the following:
 - a. Quality of microphones in the Council Chambers. Payroll, bills and what is to be included on the website and council packets. Usage of the Legion Room at the Community Center for the Girl Scouts as a project. The City Ordinance Book, has not been updated for the past 10 years. Estimate of cost to update to follow. Eveleth Gilbert School discussion.
- B) City Councilors
 - a. Skenzich, addressed complaints about poor quality of the city garbage bags.

Reports – Staff, Boards & Commissions

- A) City Attorney Lindsay: No formal report.
- B) City Engineer Jamnick: Agenda.

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- C) Police Chief Techar
 - a. Addressed complaints regarding snow removal. Discussed what is enforced regarding snow removal. Looking to develop snow removal policy/guidelines.
- D) Public Works Operations Director Lautigar: Absent with notice.
- E) Library Director Dabbas: Absent with notice.
- F) Executive Administrative Clerk Paulsen: Agenda.
- G) Acknowledge Minutes
 - a. EFGSD Joint Powers Recreation Board Meeting February 13, 2019.

Motion by Robich, second by Skenzich, to approve the EFGSD Joint Powers Recreation Board Meeting Minutes February 13, 2019. MCU

Old Business:

- A. WWTP Construction Project Update: Jamnick gave construction updates. Discussion. An underground storage tank was discovered during the construction project at the Wastewater Treatment Plant in August 2018. The project is to determine if additional investigation or remediation is needed.

Three Quotes were Obtained for this Project:

- NTS estimate \$8,303.00
- American Engineering Testing Inc. estimate \$7,996.00
- Braun Intec estimate \$8,781.00

Motion by Robich, second by Skenzich, to approve the American Engineering Testing Inc. quote for \$7996.00 to determine if additional investigation or remediation is needed. MCU

- B. MN TH 37 Update: Jamnick gave updates regarding costs. Discussion.
- C. Plumbing for Water Plant Valve: Paulsen gave updates, this was tabled at the last meeting until an additional quote was received. JK Mechanical gave quote of \$2,696.00. Second quote of \$3,700.00 from Magney Construction.

Motion by Skenzich, second by Robich, to approve the JK Mechanical quote of \$2,969.00 for the replacement of a valve at the Water Plant. MCU

New Business:

- A. Stantec Invoice Approval: Invoice for professional services rendered by Stantec on the Gilbert Wastewater Treatment Plant Construction Project for the period ending February 1, 2019 in the amount of \$15,273.44.

Motion by Skenzich, second by Leoni, to approve the Stantec invoice for \$15,273.44 and authorize submittal to the PFA for reimbursement. MCU

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- B. Set Special Meeting for Fire Department Shared Study: Fayal Township is requesting City of Gilbert City Council presence at a meeting on Wednesday March 13, 2019 at 6:00 pm. At the Fayal Town Hall for the consultant to present the study.

Motion by Robich, second by Leoni, to set Special Meeting on Wednesday March 13, 2019 at 6:00 pm at Fayal Town Hall. MCU

- C. LED Light Fixtures: The council approved a request for 40 LED lights at a cost of \$6,600 at the February 12, 2019 council meeting.

Lautigar received a quote for a pallet of LED lights (quantity 45) for a cost of \$7,425.00 plus photo controls at a cost of \$1,350.00 for a total of \$8,770.00.

The new LED lights have a 30% decrease in wattage, while increasing the lumen output.

Public Works is requesting an additional \$2,170.00 to complete this purchase. There are funds available in the electrical fund for this purchase.

Motion by Robich, second by Skenzich, to approve purchase of additional \$2,170.00 to complete the purchase and include photo controls. MCU

- D. Attend Wastewater Conference: Jack Bradach is requesting to attend the MPCA Wastewater Conference March 27-29, 2019. Approximate costs are:

Conference	\$260.00
Hotel	\$200.00
Meals expense \$31.00/day	\$62.00
Mileage	\$200.00 (if city vehicle is not available)

*(at this time a city vehicle is available for Bradach's use)

In order for Bradach to keep his Type IV (Biosolids) license current, he is requesting to attend this conference. This would for 9 CEU's.

Motion by Skenzich, second by Robich, to approve attendance at the MPCA Wastewater Conference and the approximate expenses of \$722.00 (if city vehicle is not available). MCU

- E. Cemetery Fee: February 25, 1997 the Gilbert City Council approved cemetery regulations that included "the city will repurchase cemetery lots for the amount the holder of the lot paid for the lots, provided the seller provides proof of purchase." The rate adopted at the meeting was \$125.00 per lot.

City Hall records show who purchased lots but does not show the price paid. Therefore, if someone does not have proof showing the price of purchase shall the city recognize the price of \$125.00 per lot for the repurchase price?

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Motion by Robich, second by Skenzich, to approve repurchasing cemetery lots for \$125.00 per lot for those who do not have proof of purchase. MCU

F. Letter of Support for Virginia Public Safety Building: The City of Virginia is seeking funding for a regional public safety center and training facility and is asking for a resolution of support from the City of Gilbert.

Motion by Skenzich, second by Robich to approve resolution 2019-03. MCU

G. Miscellaneous:

Gilbert Police Department and Gilbert Fire Department Training Requests:

Gilbert Police Officers Joseph Bradach and Jacob Jarvela are requested to attend Data Master Training in St. Paul March 14-16, 2019. Approximate total cost \$619.05 per officer.

- Registration \$375.00
 - Lodging \$151.05
 - Meals \$93.00
- (A city vehicle will be used)

Gilbert Police Administrative Assistant Michelle Johnson is requested to attend a Bureau of Criminal Apprehension Basic Operators Course in St. Paul March 20-21, 2019 and a second training on May 9, 2019. Approximate total cost \$507.75

- Registration \$75.00
 - Lodging \$339.75
 - Meals \$93.00
- (A city vehicle will be used)

The Gilbert Fire Department is requesting Anthony Nemanick, Mark Heitzman and Michael Bradach attend Fire Officer Training in Duluth March 15-17, 2019. Approximate total cost \$1,559.00 (for all 3).

- Registration \$770.00
- Lodging \$440.00
- Meals \$279.00
- Mileage \$70.00

Motion by Robich, second by Leoni, to approve the requested Gilbert Police Department and Gilbert Fire Department Trainings for Joseph Bradach, Jacob Jarvela, Michelle Johnson, Anthony Nemanick, Mark Heitzman and Michael Bradach. MCU

Comp Time Memorandum:

Memorandum of Understanding between the City of Gilbert and AFSCME Local 627. Temporary Increase in Compensatory Time Off Accrual Limit.

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The City of Gilbert (“the Employer”) and AFSCME Local 627, Council 65 (“the Union”) are parties to a collective bargaining agreement (“the contract”).

Article 8, Section E of the contract allows that employees may opt to accrue up to 40 hours of compensatory time off in one year.

Due to a significant need for overtime hours of work for snow removal, as of February 20, 2019, the City will allow Public Works employees working overtime hours to opt to earn up to 80 hours of compensatory time off. This option will be effective through the remainder of the snow removal season of June 1.

All hours banked in excess of the standard 40 hours accrual must be utilized by December 31, 2019.

Motion by Skenzich, second by Leoni, to approve the Memorandum of Understanding between the City of Gilbert and AFSCME Local 627, temporary increase in Compensatory Time Off Accrual Limit from 40 hours to 80 hours. MC

Aye: Oberstar, Skenzich and Leoni

Nay: Robich

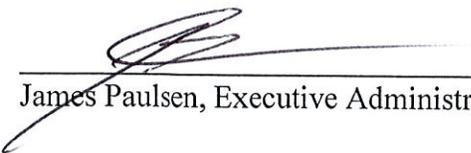
Motion by Robich, second by Skenzich, to approve payment of bills and payroll upon proper audit of the Clerk and Mayor. MCU

Motion by Robich, second by Skenzich, to adjourn meeting at 7:45 pm. MCU

ATTEST:



Karl Oberstar Jr., Mayor



James Paulsen, Executive Administrative Clerk

Print Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Amount
02/13/2019	21488	ESSENTIA HEALTH	60.00
02/13/2019	21490	ESSENTIA HEALTH	110.00
02/13/2019	21491	ST LOUIS COUNTY AUDITOR	97.00
02/13/2019	21492	daniel mackey	400.00
02/14/2019	21493	BLUE CROSS & BLUE SHIELD OF MN	427.00
02/15/2019	21494	LEAGUE OF MN CITIES INS TRUST	101,701.00
02/19/2019	21495	PRO-VISION FIRST AID LLC	2,525.00
02/19/2019	21496	NORRI DIST CO INC	19.35
02/19/2019	21497	QUILL	497.96
02/19/2019	21498	EXCEL BUSINESS SYSTEMS	354.69
02/19/2019	21499	HAWKINS INC	1,075.84
02/19/2019	21500	MACQUEEN EQUIPMENT INC	208.48
02/19/2019	21501	MENARDS	31.90
02/19/2019	21502	CREATIVE PRODUCT SOURCING INC.	404.86
02/19/2019	21503	ARMORY SHELL	4,973.47
02/19/2019	21504	WATER & LIGHT	19,660.64
02/19/2019	21505	TRENTI LAW FIRM	2,544.65
02/19/2019	21506	ERCHUL, DENNIS	750.00
02/19/2019	21507	FIRST NATL BANK OF GILBERT	1,927.00
02/20/2019	21508	USABLE LIFE	358.25
02/20/2019	21509	AFLAC	1,006.35
02/20/2019	21510	NORTHERN ENGINE & SUPPLY INC.	40.80
02/20/2019	21511	DELTA DENTAL OF MN	1,853.10
02/20/2019	21512	VERIZON WIRELESS	440.61
02/20/2019	21513	TDS METROCOM - MN	3.99
02/20/2019	21514	CW TECHNOLOGY	214.80
02/20/2019	21515	GUARDIAN PEST SOLUTIONS	192.00
02/20/2019	21516	LEAGUE OF MN CITIES INS TRUST	1,756.00
02/20/2019	21517	JPJ ENGINEERING INC	310.00
02/20/2019	21518	VISA	1,130.94
02/22/2019	21519	BLUE CROSS & BLUE SHIELD OF MN	205.30
02/22/2019	21520	VISA	923.94
02/22/2019	21521	UBAM educational services	510.49
02/22/2019	21522	EXCEL BUSINESS SYSTEMS	121.59
02/22/2019	21523	BAKER & TAYLOR	62.87
02/22/2019	21524	HOLIDAY COMPANIES	1,788.91
02/22/2019	21525	STREICHERS	83.98
02/22/2019	21526	MINNESOTA POWER	206.23
02/22/2019	21527	PRO-VISION VIDEO SYSTEMS	2,525.00
02/22/2019	21528	BISS LOCK INC	182.00
02/22/2019	21529	GOPHER STATE ONE CALL	2.70
02/22/2019	21530	BAKER & TAYLOR	15.64
02/22/2019	21531	SERVICE SOLUTIONS INC	194.00
02/22/2019	21532	MINNESOTA TELECOMMUNICATIONS	365.70
02/22/2019	21533	LAWSON PRODUCTS	325.27
02/22/2019	21534	PRAXAIR DISTRIBUTION INC	123.89
02/22/2019	21535	QUILL	74.99
02/22/2019	21536	Pace Analytical Services	140.80
02/22/2019	21537	CITI LITES INC	100.00
02/22/2019	21538	MINNESOTA POWER	80,502.46
02/22/2019	21539	PRO-VISION VIDEO SYSTEMS	11.21
02/25/2019	21542	AFSCME PEOPLE	12.00
02/25/2019	21543	AFSCME	627.00

Check Issue Date	Check Number	Payee	Amount
02/25/2019	21544	BLUE CROSS & BLUE SHIELD OF MN	205.30
02/25/2019	21545	ADVANCED AUDIO INC	916.07
02/25/2019	21546	AMERIPRIDE	236.01
02/25/2019	21547	CITY OF VIRGINIA	556.72
02/25/2019	21548	MINNESOTA POWER	442.80
02/25/2019	21549	WA FISHER	171.80
02/25/2019	21550	NORTH AMERICAN ELECTRIC	1,452.00
02/25/2019	21551	HIBBING CHRYSLER CENTER	701.80
02/26/2019	21554	HAUGEN, JACK	925.00
02/13/2019	201508202	PAYCHEX PAYROLL SERVICES	45,678.93
02/13/2019	201508203	PAYCHEX PAYROLL SERVICES	223.85
02/13/2019	201508204	PERA	9,223.43
02/13/2019	201508205	STATE OF MN	542.69
02/13/2019	201508206	STATE OF MN	457.91
02/19/2019	201508207	COMMISSIONER OF REVENUE	8,340.00
02/25/2019	201508208	PAYCHEX PAYROLL SERVICES	44,939.16
02/25/2019	201508209	PAYCHEX PAYROLL SERVICES	278.45
02/25/2019	201508210	PAYCHEX PAYROLL SERVICES	190.35
02/25/2019	201508211	PERA	9,105.04
02/25/2019	201508212	STATE OF MN	742.69
02/25/2019	201508213	STATE OF MN	462.91

Grand Totals: 359,974.56

Dated: 2/26/19

Mayors: Karl Christy

City Council: Rebecca A. Ribich

Rocco Leonini

Joseph

City Recorder: [Signature]

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