

CITY OF GILBERT
MINUTES OF CITY COUNCIL WORK SESSION MEETING
FRIDAY, MARCH 24, 2017
COUNCIL CHAMBERS

Mayor Milos called the meeting to order at 12:13 p.m.

Present: Mayor Milos, Councilors Pontinen, Robich.

Absent: Councilors Vertachnik & Bol (w/Notice).

Staff Present: City Engineer Jamnick and City Clerk/Treasurer Sakrison.

The purpose of this work session is to continue work on 2017 rates and fees.

Mayor Milos led the audience in the Pledge of Allegiance to the Flag.

Motion by Robich second by Pontinen to approve the agenda as submitted. MCU.

Discussed the request to attend PCB Training & Recordkeeping Workshop.

- Mayor Milos, Pontinen and Robich all feel comfortable continuing to do things the way they have been done in the past, do not see any benefit to this Workshop.

Motion by Pontinen second by Robich to deny the request by Public Works Operations Director Lautigar to attend the PCB Management & Recordkeeping Workshop April 10-11, 2017 in Shakopee. MCU.

Discussed City Council Liaison Appointments.

- Mayor Milos is interested in the Police Commission, Housing & Redevelopment Authority, OHV Joint Trails Committee, Iron Range OHVRA Advisory Committee, EMT & Fire, and the Gilbert Economic Development Committee. Milos also noted she is really passionate about the OHV Joint Trails Committee & Iron Range OHVRA Advisory Committee as she has already been attending these meetings. Milos stated that they did get put in for \$150,000 for the OHV expansion through Federal funding, will find out the result of this in the next 30 days. DNR will be revamping the master plan, will have it ready by August. This money could help them move forward with the project. Trail may need to be moved.
- Will have list ready to go through at the next council meeting.

Reviewed Rates & Fees

- City Engineer Jamnick discussed information received from Stantec. Long term membrane replace \$244,800 cost for full replacement would be approximately \$30,000 annually = \$1.65/month/user
 - Discussed starting to charge now or wait until membranes come online.
 - Discussed charging an additional \$5/month in addition to the \$1.65, and an additional \$5/month for following 2 years.
 - The \$1.65/month/user would be an ongoing cost to keep up with maintenance of the membrane.
 - Water meters are an issue.

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- Mary Olsen talked about the estimates for utility billing. The estimate is based on knowing how many people were in a house and their past usage. Tries to keep the estimate on the low side. Two people is usually 20 – 25 units, unless past usage has been shown to be higher. Some of the meters are faulty and have been replaced, but now don't work again, outside read wires may crack because of the sun. The read-outs are what have been going bad, not the meter itself. The read-outs are on the outside of the building. Meters were originally installed in 1984 and were plastic, have been being replaced with copper.
- Discussed radio/auto meters. Some people think these are infringing on people's privacy. McKinley has radio read water meters.
- Replacement of water & electric meters is estimated to be between \$350,000 - \$450,000, not including installation. Both should be radio reads.
- Mary suggested replacing meters book by book. There are 9 books.
- Need to research on the cost effectiveness.

Motion by Robich second by Mayor Milos to authorize Council Pontinen to get additional information from the City of Mt. Iron regarding upgraded water meters. MCU.

Water debt discussed.

- Two new wells in 2002.
- Circle Drive
- Alley work
- City Clerk Sakrison explained the debt service costs.
- Need to reduce costs vs. increasing revenues.

Are all of the

City workers working efficiently? Can over-time be eliminated? Or comp time eliminated? City Clerk Sakrison explained that this is a contract issue. The reason for over-time would be due to a crisis situation. The majority of employees take their over-time in comp. This would be a union issue. More information is needed on the time cards to try and understand what is going on. City Clerk Sakrison noted that there are different categories on the time cards for them to mark their hours. Pontinen wants to know if there is a problem with them noting what they did with their day. Sakrison again noted that it is marked on the time card.

Mayor Milos wants to see a recycling facility in this area. There are grant and other funding resources for recycling. There is money to be made in this area.

Need help from the public.

Committee assignments again discussed. Liaisons would have to do an initial assessment of how employees work, etc. This will take a lot of time, but once all of the information is gathered, the city could run more efficiently.

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Discussion on Garbage. Should have residential and commercial totally separated. It is currently entered in as 2 separate line items, but still in the same fund. Councilor Pontinen wants them to be separated.

Electric Fund

- 2018 will be a breakeven year.
- Need money for new meters, and installation (\$75/hour), as well as pole replacements and a substation upgrade.
- Councilor Robich asked if any information was found out regarding Highway 37 and street lights, number of poles? Councilor Pontinen stated no, all that was discussed was going to LED and possibly keeping the poles that are currently there.
- Jannick stated that a new substation a couple of years ago would have been \$300,000. Pontinen stated that it is now closer to \$500,000. There is one available if needed.
- Jannick noted that there was a study previously completed regarding the substation and the capacity. Pontinen stated he understands that it is old and wearing out, they are testing the oil as it is breaking down, and it will need to be replaced at a certain point. This is not predictable, but can be monitored. MN Power would be the one replacing it and the City purchases it.
- Robich asked if Jannick should put together a study regarding street lights as far as replacing, eliminating some, etc. Inventory will be taken of the poles/lights.
- There are between 945 – 950 electrical customers.
- East Industrial Park is under the MN Power Service territory. Service territory is supposed to be the footprint of the city limits. Can we get a service territory agreement?
- What do other municipalities charge per kilowatt?

Liquor License

- What do other municipalities charge for liquor license?
- Some establishments think that the fee is too high.

Motion by Robich, second by Pontinen to adjourn the meeting at 1:35 p.m.


Debra Sakrison, City Clerk

ATTEST:


Dorothy Elizabeth Milos, Mayor