

**CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, MARCH 26, 2013
COUNCIL CHAMBERS**

Mayor Skenzich called the meeting to order at 6:30 p.m.

Present: Mayor Skenzich, Councilors Kutsi, Nemanick, Schutte and Skalko.

Absent: None

Staff Present: City Attorney Brunfelt, City Engineer Jamnick, Police Chief Techar, Public Works Operations Director Lautigar, Library Director Miller and Administrative Secretary Devich.

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

Motion by Schutte second by Kutsi to approve the following additions to the agenda:

1. Contribution from Fire Department Relief Association Gambling Account for saw for Fire Department.
2. Update from City Engineer Jamnick on Fayal rate issue.
3. Sanitary Sewer Service Agreement update with Fayal.

All approved.

Motion by Nemanick second by Skalko to approve new liquor license fee schedule as follows:

On Sale Liquor	\$600.00
On Sale Liquor Sunday	\$200.00
Off Sale Liquor	\$100.00
Combination On & Off Sale	\$700.00
Club Liquor	\$125.00
Liquor Store Off Sale	\$240.00
Tobacco	\$ 25.00
3.2 Non-Intoxicating, Off Sale	\$ 62.50
Transfer of license fee	\$300.00

and for the City Council to review the fee schedule every calendar year. All approved.

Motion by Kutsi second by Skalko to approve the minutes of the Special and Regular Council Meetings of March 12, 2013 with correction noted by the City Attorney. All approved.

Mayor Skenzich opened the meeting for public input. There was no public input.

Tyler Burrell of Energy Management Solutions, Inc. presented the Council with a sample brochure for the City of Gilbert's Conservation Improvement program and discussed marketing of Gilbert's CIP program.

Motion by Schutte second by Nemanick to approve payment of \$73,031.00 for insurance premium to the League of Minnesota Cities Insurance Trust. All approved.

Motion by Kutsi second by Skalko to approve Administrative Secretary to attend Payroll Law 2013 seminar in Duluth on June 6, 2013 at cost of \$199.00. All approved.

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Councilor Nemanick questioned how many employees are being paid to take Council Meeting minutes noting both Administrative Secretary Devich and Interim-City Clerk Mackley are in attendance. Nemanick also noted the Council previously approved flex-time for union employees. Interim-City Clerk Mackley replied he is not charging the City for his attendance at the meetings and stated the male employees at the Department Head table receive comp time or overtime for attending Council Meetings.

Councilor Skalko stated he spoke with Jack Yaklich about the deterioration of the cemetery wall and he may possibly be interested in fixing it this spring/summer. Skalko also mentioned the recycling center and cardboard shed because of the abuse. Police Chief Techar stated there is a camera on the area and they can go back on two weeks worth of video.

Councilor Kutsi expressed his appreciation by thanking Interim-City Clerk Mackley for donating his time to keep up on current issues with the City.

Councilor Schutte noted if someone cannot attend the Local Board of Appeal on Thursday, May 9, 2013 they should submit a letter to City Hall so their issues can still be addressed. Schutte thanked Public Works Operations Director Lautigar for getting some of the bad areas on Broadway Street patched so quickly. Schutte wanted it clarified that Forte & Co. services have been cancelled and she was assured their services have not been used since Clerk Harper last requested.

Mayor Skenzich stated there is a meeting set for April 18, 2013 from 6:00-7:00 p.m. at Gilbert City Hall Council Chambers for the residents of Gilbert to meet with the St. Louis County Assessors. It is an informational meeting and an opportunity for taxpayers to meet with an appraiser, to discuss their assessment, discuss sales in the City and schedule review appointments if necessary. A notice of the meeting with the date and time was also printed on the valuation statements. Skenzich noted this meeting does not replace the Local Board of Appeal.

City Engineer Jamnick presented the Council with a newly updated rate issue and draft Sanitary Sewer Service Agreement with Fayal Township. Jamnick noted Mayor Skenzich, Councilor Skalko and he have met with Fayal and are possibly close to working out an agreement and explained what they have discussed.

Motion by Skalko second by Nemanick to accept the new rate structure with Fayal Township as recommended by the City Engineer. All approved.

Motion by Kutsi second by Skalko to set a Special Council Meeting for Tuesday, April 2, 2013 at 6:00 p.m. to develop and approve qualifications for new City Clerk and approve advertising for new City Clerk. All approved.

Councilor Schutte stated someone else with a fresh set of eyes should meet with the Mayor on revising the City Clerk job description. Councilor Skalko agreed to replace Councilor Schutte on the committee to review the City Clerk job description.

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City Attorney Brunfelt announced there will be a fourth negotiation session regarding Gilbert and Fayal Township as it has been ordered by the Administrative Law Judge and this must commence before the trial date which is set for May 2, 2013 at 9:30 a.m. at Gilbert City Hall.

Jamnack updated the Council on the status of the Water Plant projects.

Police Chief Techar explained there has been a request for more Officer presence in the schools so the Gilbert school has set up an office for the PD. Techar noted Officers do stop and have lunch with kids but now an Officer will spend time during the morning hours conducting police business at the Gilbert school. Eveleth has a DARE Officer in the Eveleth School.

Public Works Operations Director Lautigar stated he is working with Eric Clement of MN Power regarding the issues at the Water Plant and need for boosting power. Lautigar stated they have tried everything else and recommend putting in a regulator bank. Lautigar also noted he will be meeting with MN Power next Monday to further discuss where it should be placed and the final cost.

Motion by Kutsi second by Schutte to spend up to 36,000 on used regulator bank from MN Power as recommended by the Public Works Operations Director and MN Power. All approved.

Lautigar requested the Council approve employee Terah Rinerson to apply for a matching grant for OSHA safety equipment and to allow Rinerson a day to work on the grant and part-time employee Trudy Salo to work for Terah at the Water and Wastewater Plants to replace Rinerson while she is working on the grant.

Motion by Schutte second by Kutsi to allow employee Trudy Salo to work an extra day to cover for Terah Rinerson while she is working on writing a grant for the City of Gilbert for safety equipment. All approved.

Lautigar stated the light on the north end of town has wiring issues that will be fixed when the weather is better because wire must be pulled underground. Lautigar also noted they will be replacing two poles on the each side of the intersection of the highway.

Motion by Schutte second by Skalko to accept contribution of \$1,471.62 from Gilbert Fire Department Relief Association Gambling account for saw for Fire Department. All approved.

Library Director Miller stated the Library will be closed on Monday, April 1, 2013 for the Easter Holiday. Miller updated the Council on Library activities noting National Library Week is April 15-20 and there are lots of events going on. Miller also announced that the Library has a new employee and will be resuming normal hours.

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Motion by Schutte second by Kutsi to approve payment of bills and payroll subject to audit by Mayor and Clerk. All approved.

Motion by Nemanick second by Skalko to acknowledge the Cemetery Advisory Board Meeting Minutes of March 7, 2013, Safety Training for Gilbert City Employees Minutes of February 23, 2013, Joint Genoa Trail Board Meeting Minutes of February 21, 2013 and EFGSD Joint Powers Recreation Board Meeting Minutes of March 11, 2013. All approved.

Mayor Skenzich vacated the chair and made a motion to adjourn the meeting at 7:28 pm. Following a second by Skalko the motion passed unanimously. All approved.

Mayor

ATTEST:

City Clerk