

CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, APRIL 10, 2018
COUNCIL CHAMBERS

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

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

Absent: Councilor Bol absent with notice.

Staff Present: City Attorney Lindsay, City Engineer Jamnick, Economic Development Administrator Paulsen and City Clerk/Treasurer Sakrison.

Staff Absent: Police Chief Techar, Public Works Operations Director Lautigar and Library Director Dabbas absent with notice.

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. Motion Carried Unanimously (MCU).

Motion by Pontinen, second by Robich to approve the March 27, 2018 City Council Work Session and the March 27, 2018 City Council Regular Meeting Minutes. MCU

Public Input: N/A.

Staff Reports:

- Economic Development Administrator Paulsen: Agenda.
- Police Chief Techar: Absent with notice.
- Public Works Operations Director Lautigar: Absent with notice.
- Library Director Dabbas: Absent with notice.
- City Clerk/Treasurer Sakrison:
 - The Planning and Zoning Commission is in need of another Commission Member. If you are interested, applications are available at City Hall or online.
 - May 16, 2018 from 4:00-5:00 p.m. Board of Appeal and Equalization. This year it's an Open Book so it will be at the St. Louis County Assessor's Office.
 - Filing for Mayor and City Council opens May 22, 2018 and is open for two weeks.
- Liaison Reports: Agenda.

Mayor, Council, Boards & Commissions Reports:

- City Councilors: Agenda.
- City Attorney Lindsay: No formal report.
- City Engineer Jamnick:
 - The MPCA received the lime mitigation report.

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- The Equalization Basin still needs a couple of liner samples but that is weather dependent. (Retests completed on April 11, 2018). When liner samples pass will then be able to move forward with the water balance tests.
- Acknowledge Minutes:
 1. Gilbert Public Library Board Meeting March 5, 2018.

Motion by Robich, second by Ouke to acknowledge the Gilbert Public Library Board Meeting Minutes of March 5, 2018. MCU

Old Business:

Update Nuisance Ordinance: Mayor Milos and Councilor Ouke will be working on updating the Nuisance Ordinance in the next month.

AEOA Purchase of Property: Nothing new to report.

Julie Olson Variance: Attorney Lindsay and Paulsen are working on Julie Olson's variance.

Offer to Purchase RE: Nothing new to report. Paulsen will work with Pfremmer Realty and follow up on this agenda item.

Ore-Be-Gone Project on Bonding Bill: Nothing new to report.

Engineering Agreement with Stantec for Water Facility Study: Mayor Milos feels the need to look in another direction, away from Stantec. Considering transition to SEH. Councilor Robich, no current proposal from SEH. SEH Timeline?

Matt Reed and Mike Larson, SEH, would need information and would need to look at the Water Plant. May 4, 2018 deadline for getting on the project priority list would be a problem.

Jannick said he could put scope of project letter and materials in place by the May 4, 2018 deadline for the Minnesota Department of Health project priority list. There are opportunities to update the project priority list.

SEH would not charge to travel to the site.

SEH would need formal City Council action to proceed. SEH would put a proposal together and bring it back to the City Council for review. SEH is willing to prepare a proposal even if it's not a guarantee that SEH would be chosen.

Motion by Pontinen, second by Ouke to direct staff to work with SEH in order to get a quote together for the PER. MCU

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Ryan Capelle, Stantec, the letter Capelle previously prepared was to satisfy the USDA. It was in no manner meant to be a formal proposal.

USDA RD Application has been completed.

The next step is the unofficial Owner/Engineer Agreement.

He has worked very hard to build a good working relationship with city staff.

The “unofficial” proposal should not be compared to a proposal from another firm.

Asking the city to give Stantec an opportunity to propose when the scope has been determined, so they can be put on equal footing and have an equal comparison between the firms.

Access Broadband Antenna Lease: Paulsen-Access countered the proposal. Four user groups using the water tower, fees should be determined on the merits for each company. Access agreement to be effective May 1, 2018 for \$250 per month.

Motion by Pontinen, second by Ouke to accept proposal from Access Broadband for \$250 per month beginning May 1, 2018. MCU

Point of Sale Sanitary Sewer Inspection Ordinance: Moved to combine with setting a Public Hearing for the I & I Elimination Plan.

North American Electric Contract Increase: Clerk Sakrison called Jeff Hendrickson to ask about a contract, Hendrickson stated there has never been a formal contract. A past City Council approved his company as the city’s electrical contractor and every few years he needs to raise the hourly rate he charges. The hourly rate has been the same since 2012. The hourly rate raise will go from \$75 per hour to \$80 per hour.

Attorney Lindsay concerned that no standing contract, Minnesota Contracting Law. What are the thresholds for determining going out for bids?

Worker’s Comp Insurance: Robich hasn’t received any responses. Plan to renew the Worker’s Comp Insurance with Aspire Insurance Agency and go for quotes next year.

Motion by Robich, second by Pontinen to renew the Worker’s Comp Insurance with Aspire Insurance Agency. MCU

New Business:

Set a Public Hearing for the I & I Elimination Plan: City Council action is requested to set a Public Hearing to receive public input regarding the I & I Elimination Plan for 6:00 p.m. on Tuesday, April 24, 2018. Intent to have I & I Elimination Plan inserts in the utility bills at the end of the month.

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Motion by Robich, second by Ouke to set the I & I Elimination Plan Public Hearing for 6:00 p.m. on April 24, 2018. MCU

Fire Consolidation Study Cost Increase: The price for the study will be increasing to approximately \$1,050. Steve Shykes, Fayal Fire Department and Mark Heitzman, Gilbert Fire Department, the price is increasing for the study, the percentage for departments increased.

Motion by Ouke, second by Pontinen to approve increased costs for the Fire Consolidation Study. MCU

Acknowledge a General Service Agreement between Gilbert Library and Christian Ogilvie for IT Support: Attorney Lindsay will review the contract.

Motion by Robich, second by Pontinen to table the General Service Agreement between the Gilbert Library and Christian Ogilvie for IT Support until April, 24, 2018. MCU

Approve Library Board Appointment: City Council action is requested to approve the Library Board Member appointment, Gina Chapman has applied for the open board position on the Gilbert Public Library Board.

Motion by Ouke, second by Robich to approve the appointment of Gina Chapman to the Gilbert Public Library Board. MCU

MRWA Associate Membership: City Council action is requested to approve the city's Associate Membership with the Minnesota Rural Water Association in the amount of \$250.00 for May 2018-May 2019.

Motion by Pontinen, second by Ouke to approve \$250 MRWA Membership for May 2018-May 2019. MCU

Purchase Flowers for Broadway: Skrbecs typically purchase flowers for Broadway. The purchasing and planting is done on a volunteer basis.

Motion by Pontinen, second by Ouke to approve purchase of flowers for Broadway not to exceed \$500. MCU

Motion by Robich, second by Ouke to approve payments of bills and payroll. MCU

Motion Robich, second by Ouke to adjourn at 7:37 p.m. MCU



Debra Sakrison, City Clerk/Treasurer

ATTEST:



D. Elizabeth Milos, Mayor