

CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, APRIL 23, 2019
COUNCIL CHAMBERS

Mayor Oberstar called the meeting to order at 6:32 p.m.

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

Absent: N/A.

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

Absent: Library Director Dabbas with notice.

Mayor Oberstar led the audience in the Pledge of Allegiance.

Motion by Pulles, second by Leoni, to add fire ring purchase request and Housing and Redevelopment reappointment to the agenda. Motion Carried Unanimously (MCU)

Approve City Council Minutes

- A. April 9, 2019 City Council Work Session
- B. April 9, 2019 Regular City Council Meeting

Motion by Skenzich, second by Pulles, to approve the April 9, 2019 City Council Work Session Minutes. MCU

Motion by Skenzich, second by Pulles, to approve the April 9, 2019 Regular City Council Meeting with correction of changing verbiage, letter F for the LED sign, the money will come out of the Campground Fund. MCU

Public Input: N/A.

Reports – Mayor & Council

- A) Mayor:
 - a. Discussion included, thank you to staff, blight enforcement and street improvements.
- B) City Councilors:
 - a. Councilor Pulles, discussion, blight enforcement.

Reports – Staff, Boards & Commissions

- A) City Attorney Lindsay: No formal report.
- B) City Engineer Jamnick:
 - a. Campground project updates.
- C) Police Chief Techar:
 - a. Discussion, addressed blight enforcement, Mesabi Humane Society contract, June 19, 2019 Emergency Services Community Event.

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- D) Public Works Operations Director Lautigar:
 - a. Alley pick up April 29th through May 3rd.
- E) Library Director Dabbas: Absent with notice.
- F) Executive Administrative Clerk Paulsen: Agenda.
- G) Acknowledge Minutes
 - 1) Planning and Zoning Meeting March 4, 2019
 - 2) Water and Light Advisory Board March 20, 2019

Motion by Skenzich, second by Robich, to approve the Planning and Zoning Meeting Minutes March 4, 2019. MCU

Motion by Robich, second by Pulles, to approve the Water and Light Advisory Board Minutes March 20, 2019. MCU

Old Business:

- A. WWTP Construction Project Update: Ron LaFond, Stantec, gave updates. Discussion.
- B. MN TH 37 Update: Mayor Oberstar, Jamnick and Paulsen gave updates. Discussion.

New Business:

- A. Water and Light Recommendations:
 - Substation Design and Construction: Recommends moving forward with the MN Power construction and new substation. Discussion.
 - o Proposed cost \$600,000.00
 - o Letter attached in council packet.

Motion by Skenzich, second by Leoni, to approve the MN Power construction and new substation. MCU

- WWTP Debt Service Fee: Recommends increasing the current WWTP Debt Service Fee charge by \$12.00, from the current \$7.50 to \$19.50. Effective August 1, 2019 would insure proper notice to Fayal.

Motion by Robich, second by Pulles to approve increasing the WWTP Debt Service Fee charge to \$19.50. Effective August 1, 2019. MCU

- Refuse Fee: Increase refuse charge by \$1.00 per month, from the current \$10.00 per month to \$11.00 per month, requiring the use of city bags. No recommended effective date. Discussion.
- The \$1.50 increase effective August 1, 2019. Mayor Oberstar, Jr. recommended the .50 increase for roll-off to address blight issue.

Motion by Pulles, second by Skenzich to approve increasing the residential refuse monthly service charge by \$1.50 per month, from \$10.00 to \$11.50 per month. MC

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Aye, Oberstar, Pulles, Skenzich and Leoni.

Nay, Robich

- B. Wastewater Project Change Order: Water Control Corp solenoid valve is proposed to be used in lieu of the specified ASCO solenoid valve because the ASCO model does not meet MN plumbing code for lead free. The work order cost summary is included in the council packet. The cost of the change order is \$2,765.00. Ron LaFond answered questions regarding change order. Discussion.

Motion by Skenzich, second by Leoni, to approve the Wastewater Project Change Order in the amount of \$2,765.00. MCU

- C. Portable Restroom Damage Waiver: Council approved the 2019 rentals and waiving the damage option at the April 9, 2019 meeting. Mayor Oberstar would like to revisit the optional \$8.00 per unit/per month optional damage waiver. Discussion.

Motion by Leoni, second by Skenzich to include the \$8.00 per unit/per month damage waiver for the portable restrooms. MCU

- D. Water Plant Safety:

BACKGROUND: On February 12, 2019 council approved the following Water Treatment Plant Engineering Evaluation: Due to ongoing health and safety concerns with the existing lime solo equipment and a recommendation from our safety group, upgrading the equipment is recommended. Mike Larson, SEH discussion of safety improvements. The scope of the proposed SEH engineering includes an evaluation of the existing lime equipment, recommended modifications that should be made, and assist the City with obtaining quotes for the purchase and installation of new equipment to improve health and safety of the system. The cost of the proposal is not to exceed \$4,650.00.

CURRENT ISSUE: City staff has requested that further safety related items be included in the scope of the project. Those items are referenced in the city council packet. Paulsen, clarified scope of work is to identify what needs to be fixed. Discussion.

Motion by Pulles, second by Leoni, to approve the additional items at a cost not to exceed \$2,900.00. The cost would be paid from the Water Fund. MCU

- E. Grant Writing Service: The HWY 37 Reconstruction Project will result in the city replacing lights throughout downtown. A grant is available of up to \$50,000.00. Due to the time and expertise considerations, a professional grant writer would assist in the city. The cost of the grant writer would not exceed \$1,360.00 as a part of this project. Discussion.

Motion by Pulles, second by Oberstar to approve the Lisa Kvas grant writing services contract not to exceed \$1,360.00. MCU

- F. Arena Rental Fee: Club Mesabi is requesting a reduction of the arena fee. Letter included in council packet. Discussion.

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Motion by Skenzich, second by Pulles, to approve \$300.00 rental fee for the Club Mesabi use of the arena on August 2 – 3, 2019. MCU

G. Set Next Meeting Date: Due to the School District Special Election on May 14, 2019 the next Gilbert City Council Meeting date needs to be set.

Motion by Pulles, second by Leoni, to approve the upcoming Gilbert City Council Meeting to May 15, 2019 at 6:30 p.m. MCU

H. Police Department Purchase: Techar gave overview and provided a letter detailing the purchase. Requesting authorization to purchase two Bola Wrap 100 Less-lethal devices. The Bola Wrap is a remote restraint device that discharges an eight-foot bola style Kevlar tether at 640 feet per second to entangle a subject at a range of 10-25 feet.

Motion by Robich, second by Pulles, to approve the Gilbert Police Department purchase of two Bola Wrap 100 Less-lethal devices in the amount of \$3,067.95. MCU

I. Miscellaneous:

- Housing and Redevelopment Authority Appointment: The following citizen has applied for a position on the Housing and Redevelopment Authority: Edward Kodunce. Kodunce currently serves on the HRA with a term expiring in May. This appointment will be for a term expiring May 8, 2024.

Motion by Pulles, second by Leoni, the Mayor appointed Edward Kodunce to the Housing and Redevelopment Authority with the approval of the council. MCU

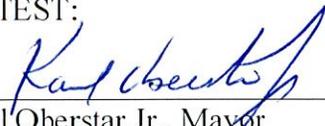
- Fire Ring Purchase Request: Lautigar is requesting to purchase six fire rings in the amount of \$2,157.00. Discussion.

Motion by Pulles, second by Skenzich, to approve purchase of six fire rings in the amount of \$2,157.00. MCU

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

Motion by Robich, second by Pulles, to adjourn meeting at 7:52 p.m. MCU

ATTEST:



Karl Oberstar Jr., Mayor



James Paulsen, Executive Administrative Clerk

CITY OF GILBERT
MINUTES OF CITY COUNCIL WORK SESSION
TUESDAY, APRIL 23, 2019
COUNCIL CHAMBERS

Mayor Oberstar called the Work Session to order at 4:48 p.m.

Present: Mayor Oberstar, Councilors Robich and Skenzich
Councilor Leoni arrived at 4:49 p.m.
Councilor Pulles arrived at 5:20 p.m.

Staff Present: Executive Administrative Clerk Paulsen.

Discussion included:

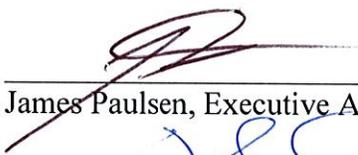
- John Shega and Andrea Lamb from Aspire Insurance Agency gave overview of city property, casualty and workers compensation insurance.

Motion by Leoni, second by Skenzich, to adjourn at 5:50 p.m. Motion carried unanimously.

ATTEST:



Karl Oberstar Jr., Mayor



James Paulsen, Executive Administrative Clerk
 deputy clerk

9 1/2

Report Criteria:
Report type: Summary
Check.Type = (<>) "Adjustment"

Check Issue Date	Check Number	Payee	Amount
04/25/2019	21795	STANTEC CONSULTING SERVICES INC.	20,862.66
04/25/2019	21796	magney construction inc	341,712.56
04/25/2019	21797	OVIVO USA LLC	478,391.76
04/25/2019	21798	UNION SECURITY INSURANCE COMPANY	707.40
04/25/2019	21799	GOVOFFICE	550.00
04/25/2019	21800	MENARDS	322.65
04/25/2019	21801	Pace Analytical Services	256.10
04/25/2019	21802	GRANDE ACE HARDWARE	51.94
04/25/2019	21803	HAWKINS INC	598.03
04/25/2019	21804	TRI-CITIES BIOSOLIDS DISP AUTH	5,377.50
04/25/2019	21805	DELTA DENTAL OF MN	1,853.10
04/25/2019	21806	WESCO RECEIVABLES CORP.	1,350.00
04/25/2019	21807	LAKE COUNTRY POWER	36.00
04/25/2019	21808	MINNESOTA POWER	211.45
05/01/2019	21809	MINNESOTA CHIEFS OF POLICE ASSOC	120.00
05/01/2019	21810	TOWN OF FAYAL	27.87
05/01/2019	21811	NCPERS MINNESOTA	32.00
05/01/2019	21812	DISTINGUISHED TROPHY CO.	24.00
05/01/2019	21813	OFFICE OF MN IT SERVICES	308.90
05/01/2019	21814	MEDIACOM	327.90
05/01/2019	21815	LELS	255.00
05/01/2019	21816	MENARDS	47.51
05/01/2019	21817	HAWKINS INC	6,652.74
05/01/2019	21818	CW TECHNOLOGY	2,628.00
05/01/2019	21819	Pace Analytical Services	164.80
05/01/2019	21820	NORRI DIST CO INC	25.35
05/01/2019	21821	ADVANCED AUDIO INC	854.35
05/01/2019	21822	HEIMAN FIRE EQPT	451.80
05/01/2019	21823	chelsea trucano	117.63
05/01/2019	21824	HEITZMAN, MARK	309.87
05/06/2019	21825	PARKHURST, RANDALL	1,120.00
05/06/2019	21826	AFSCME PEOPLE	12.00
05/07/2019	21827	HAUGEN, JACK	600.00
05/07/2019	21828	FIRST NATL BANK OF GILBERT	1,927.00
05/09/2019	21829	WATER & LIGHT	19,216.05
05/09/2019	21830	AT&T MOBILITY	546.99
05/09/2019	21831	BAKER FIRE EQUIPMENT	182.00
05/09/2019	21832	FRANKS TIRE & MUFFLER	60.00
05/09/2019	21833	LEAGUE OF MN CITIES	275.00
05/09/2019	21834	Pace Analytical Services	158.80
05/09/2019	21835	QUILL	62.29
05/09/2019	21836	NORRI DIST CO INC	16.40
05/09/2019	21837	MINNESOTA WISCONSIN PLAYGROUND	2,157.00
05/09/2019	21838	RADKO IRON & SUPPLY INC	319.99
05/09/2019	21839	WISCONSIN CENTRAL	360.01
05/09/2019	21840	MINNESOTA PUMP WORKS	522.50
05/09/2019	21841	HAWKINS INC	995.06
04/29/2019	201508240	PAYCHEX PAYROLL SERVICES	189.50
04/29/2019	201508241	PAYCHEX PAYROLL SERVICES	42,079.89
04/30/2019	201508242	PERA	9,222.23
05/01/2019	201508243	STATE OF MN	742.69
05/01/2019	201508244	STATE OF MN	435.05

Check Issue Date	Check Number	Payee	Amount
Grand Totals:			945,829.32

Dated: 5/15/19

Mayors: Karl Oberdorfer

City Council: Rebecca A. Robeck

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Rouge Leonie

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[Signature]

[Signature]

City Recorder: [Signature]

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Report Criteria:

Report type: Summary

Check.Type = (<->) "Adjustment"

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04/10/2019	21520	VISA	923.94-
04/10/2019	21719	PARKHURST, RANDALL	1,270.50
04/10/2019	21720	HAUGEN, JACK	1,200.00
04/10/2019	21721	MEDIACOM	98.04
04/10/2019	21722	VERIZON WIRELESS	62.21
04/10/2019	21723	GOPHER STATE ONE CALL	1.35
04/10/2019	21724	NCPERS MINNESOTA	32.00
04/10/2019	21725	SERVICE SOLUTIONS INC	109.00
04/10/2019	21726	BLUE CROSS & BLUE SHIELD OF MN	205.30
04/10/2019	21727	BLUE CROSS & BLUE SHIELD OF MN	205.30
04/12/2019	21728	NORRI DIST CO INC	9.00
04/12/2019	21729	INTER CITY OIL CO	682.17
04/12/2019	21730	HAWKINS INC	1,106.13
04/12/2019	21731	TOMAHAWK FORD INC	8,888.39
04/12/2019	21732	RANGE AUTO PARTS CO	216.51
04/12/2019	21733	VISA	5.00
04/12/2019	21734	VISA	144.81
04/12/2019	21735	VISA	57.85
04/12/2019	21736	VISA	733.85
04/12/2019	21737	STREICHERS	169.55
04/12/2019	21738	GUARDIAN PEST SOLUTIONS	96.00
04/12/2019	21739	MESABI HUMANE SOCIETY	1,378.08
04/12/2019	21740	MENARDS	89.92
04/12/2019	21741	WATER & LIGHT PETTY CASH	10.85
04/15/2019	21743	WATER & LIGHT	21,561.42
04/15/2019	21744	Miss Minnesota Scholarship Pageant	160.00
04/16/2019	21745	L & M SUPPLY	499.38
04/16/2019	21746	QUILL	88.30
04/16/2019	21747	CITI LITES INC	200.00
04/16/2019	21748	VISA	2,438.92
04/16/2019	21749	VISA	722.24
04/16/2019	21750	MINNESOTA POWER	77,089.68
04/16/2019	21751	LEAGUE OF MN CITIES INS TRUST	3,683.00
04/16/2019	21752	F.I.R.E.	2,000.00
04/16/2019	21753	DSC COMMUNICATIONS	240.00
04/16/2019	21754	APG Media of MN	3.50
04/16/2019	21755	LAWSON PRODUCTS	447.38
04/16/2019	21756	PRAXAIR DISTRIBUTION INC	111.90
04/16/2019	21757	1st ayd corp	202.00
04/16/2019	21758	RANGE PAPER	63.77
04/16/2019	21759	TRENTI LAW FIRM	3,650.15
04/16/2019	21760	OSI ENVIRONMENTAL INC	185.00
04/16/2019	21761	GALLS LLC	134.16
04/16/2019	21762	VERIZON WIRELESS	224.02
04/16/2019	21763	AFLAC	1,035.60
04/16/2019	21764	HAWKINS INC	1,234.77
04/16/2019	21765	MINNESOTA TELECOMMUNICATIONS	365.70
04/16/2019	21766	RANGE PAPER	77.07
04/16/2019	21767	PARKHURST, RANDALL	9.74
04/16/2019	21768	FIVE SEASONS SPORTS CENTER	141.90
04/16/2019	21769	A1 SERVICES INC	1,422.00
04/15/2019	201508233	COMMISSIONER OF REVENUE	6,885.00
04/15/2019	201508234	PAYCHEX PAYROLL SERVICES	263.35

M = Manual Check, V = Void Check

Report Criteria:

Report type: Summary

Check.Type = {<->} "Adjustment"

Check Issue Date	Check Number	Payee	Amount
04/17/2019	21770	MINNESOTA POLLUTION CONTROL AGENCY	1,450.00
04/17/2019	21771	NORTH AMERICAN ELECTRIC	560.00
04/17/2019	21772	HOLIDAY COMPANIES	1,733.77
04/17/2019	21773	TDS METROCOM - MN	5.91
04/23/2019	21774	HAUGEN, JACK	1,275.00
04/23/2019	21775	Paulsen, Jim	31.80
04/23/2019	21776	WASCHKE FAMILY CHRYSLER DODGE JEEP RAM	60.50
04/23/2019	21777	RANGE AUTO PARTS CO	185.95
04/23/2019	21778	MILLER'S E-1 PUMP & REPAIR LLC	133.42
04/23/2019	21779	CHIEF SUPPLY	39.47
04/23/2019	21780	VERIZON WIRELESS	185.37
04/23/2019	21781	AMERIPRIDE SERVICES	492.44
04/23/2019	21782	RANGE PAPER	63.77
04/23/2019	21783	CW TECHNOLOGY	334.59
04/23/2019	21784	EXCEL BUSINESS SYSTEMS	372.13
04/23/2019	21785	FLAGSHIP RECREATION	81.00
04/23/2019	21786	NORRI DIST CO INC	19.35
04/23/2019	21787	MINNESOTA POWER	103.91
04/23/2019	21788	USABLE LIFE	343.85
04/23/2019	21789	Pace Analytical Services	537.30
04/23/2019	21790	CITY OF VIRGINIA	1,780.00
04/23/2019	21791	SAGINAW POWER & AUTOMATION LLC	280.00
04/23/2019	21792	MINNESOTA DEPT OF LABOR & INDUSTRY	110.00
04/23/2019	21793	BLUE CROSS & BLUE SHIELD OF MN	205.30
04/23/2019	21794	BLUE CROSS & BLUE SHIELD OF MN	205.30
04/23/2019	201508239	NORTHEAST SERVICE COOPERATIVE	50,358.00
Grand Totals:			<u>60,948.13</u>

Dated: 4-23-19

Mayors: Karl Church

City Council: Jimmy Smith

Rocco Ferris

Angela

Rebecca A Bobich

City Recorder: [Signature]

Check Issue Date	Check Number	Payee	Amount
04/15/2019	201508235	PAYCHEX PAYROLL SERVICES	44,910.07
04/15/2019	201508236	PERA	9,149.03
04/16/2019	201508237	STATE OF MN	742.69
04/16/2019	201508238	STATE OF MN	432.43
Grand Totals:			196,112.00

Dated: 4-23-19

Mayors: Karl Christensen

City Council: [Signature]

[Signature]
Rebecca A. Bobich

City Recorder: [Signature]

Report Criteria:

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