

**CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, APRIL 9, 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, Library Director Dabbas and Deputy Clerk Gulan.

Absent: N/A.

Mayor Oberstar led the audience in the Pledge of Allegiance.

Motion by Robich, second by Pulles, to add small cell wireless policy, request for Public Works seasonal help for the Wastewater and Water Treatment Plant and funding request for flowers for Broadway Street.

Approve City Council Minutes

- A. March 26, 2019 Regular City Council Meeting Minutes
- B. February 15, 2019 Special City Council Meeting Minutes

Motion by Skenzich, second by Pulles, to approve the March 26, 2019 Regular City Council Meeting Minutes. Motion Carried Unanimously (MCU)

Motion by Robich, second by Skenzich, to approve the February 15, 2019 Special City Council Meeting Minutes. MCU

Public Input: Leo Skrebec, requested funding for main street flowers.

Tony Jefferies and Beth Pierce from the Iron Range Tourism Bureau Board along with Al Larsen from the OHV Park. Tourism discussion, statistics and upcoming projects.

Reports – Mayor & Council

- A) Mayor:
 - a. Mayor Oberstar, discussion mine blasting compliance.
- B) City Councilors:
 - a. Councilor Skenzich, lifeguard discussion. Attorney Lindsay will follow up.

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. Officer Bradach is being honored for a Medal of Valor Award through the Minnesota Chief of Police Association.

Motion by Pulles, second by Leoni, for the City of Gilbert to pay for expenses for Officer Bradach to travel to Minneapolis to obtain the Medal of Valor Award. MCU

D) Public Works Operations Director Lautigar:

- a. Alley Pick Up April 29 – May 3, 2019. Yard waste only.
- b. Recycling Center discussion.
- c. Mayor Oberstar, discussion of blight issues.

E) Library Director Dabbas:

- a. Discussion of upcoming library programs and events.

F) Acknowledge Minutes

- 1) Gilbert Public Library Board Meeting Minutes March 4, 2019. Discussion.

Motion by Skenzich, second by Pulles, to approve the Gilbert Public Library Board Meeting Minutes March 4, 2019. MCU

G) Executive Administrative Clerk Paulsen:

- a. Reminder, Open Book Meeting scheduled for the 2019 Assessment for Taxes Payable in 2020, May 1, 2019 from 3-4 p.m. at the County Assessor's Office in Virginia. This is an opportunity for the taxpayers to attend and discuss concerns regarding value and classification.
- b. The May 14, 2019 Council Meeting date needs to be changed due to the School's Special Election.

Old Business:

A. WWTP Construction Project Update: Jamnick gave construction updates.

B. MN TH 37 Update: Paulsen, received lighting recommendation from the DOT. Discussion.

New Business:

A. Pay Request 10 for WWTP Improvement Project: For services provided by Magney Construction for the period ending March 31, 2019, Stantec for period ending March 29, 2019 and Ovivo invoice dated March 7, 2019.

Motion by Skenzich, second by Leoni, to approve the Magney invoice in the amount of \$341,712.56, Stantec invoice in the amount of \$20,862.66 and Ovivo invoice in the amount of \$478,391.76 and authorize submittal to the PFA for reimbursement.

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MINUTES OF REGULAR COUNCIL MEETING
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COUNCIL CHAMBERS

- B. Change Order for Campground Improvement Project: Due to unforeseen issues with the campground project, a change order in the amount of \$2,400.00 is requested.
- Money available in the Campground Fund.

Motion by Robich, second by Pulles, to approve this change order in the amount of \$2,400.00. MCU

- C. Training Request: The League of Minnesota Cities is hosting 2019 Clerks Orientation, Paulsen is requesting to attend. June 26-28, 2019 in Duluth.

Approximate total cost of \$578.00

Motion by Robich, second by Pulles, to approve Paulsen to attend the 2019 Clerks Orientation Training with an approximate cost of \$578.00 June 26-28, 2019 in Duluth. MCU

- D. Portable Restrooms: Quotes received from A1 Services and Portable John. Lautigar recommended A1 Services. The units are usually on site by May 1. Discussion.

Motion by Robich, second by Leoni, to approve quote from A1 Services for regular portable and handicap portable restrooms, with handicap portable restrooms at all locations. Does not include addition of the damage waiver of \$8.00 per unit. MCU

- E. Fire Study Committee: The Town of Fayal is requesting that the City of Gilbert appoint three members to a newly formed committee to look at the Fire Department Shared Services Study. Potential members include an elected official, city administration and the fire chief. Mayor Oberstar with the approval of the council would like to appoint Skenzich, Paulsen and Kwiatkowski to serve on the Fire Study Committee. Discussion.

Motion by Pulles, second by Leoni, to approve Mayor Oberstar in appointing Councilor Skenzich, Executive Administrative Clerk Paulsen and Fire Department Chief Kwiatkowski to serve on the Fire Study Committee. MCU

Aye, Mayor Oberstar, Councilor Pulles, Leoni and Robich
Abstained, Councilor Skenzich

- F. LED Sign: Update City Hall LED sign to sign to bigger size and functions. All estimates are for a sign which is approximately 2.5 feet by 7 feet.

- Signs Plus \$7,225.00
- TV Liquidator \$5,770.00
- Mesabi Sign \$9,834.00

These prices do not include installation. The money would come out of the campground fund. Discussion.

Motion by Pulles, second by Leoni, to approve purchase of an LED Sign from Mesabi Sign in the amount of \$9,834.00. MC

Aye, Mayor Oberstar, Councilors Skenzich, Leoni and Pulles
Nay, Councilor Robich

CITY OF GILBERT
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G. City Hall Floor Care: City Hall floors need stripping and waxing. Council chambers, hallways, restrooms and office lobby. Estimated cost not to exceed \$2,000.00. Discussion.

Motion by Skenzich, second by Pulles, to approve City Hall floor stripping and waxing. Estimated cost not to exceed \$2,000.00. MCU

H. Request to Hire Police Officer: Techar and the Gilbert Police Commission request approval to hire Derek Donald as a full time police officer. Techar gave overview of interview process.

Motion by Robich, second by Pulles, to approve request to hire Derek Donald as a full time police officer. MCU

I. Mesabi Humane Society Contract: City of Gilbert has used the services of the Mesabi Humane Society. Techar is recommending approval of the new contract. Discussion.

Motion by Robich, second by Leoni, to table the Mesabi Humane Society Contract. MCU

J. Miscellaneous:

1. Small Cell Wireless Policy: Councilor Robich gave overview.

Motion by Robich, second by Pulles, to accept the Small Cell Wireless Policy. MCU

2. Seasonal Help Request for the Wastewater and Water Treatment Plant: Lautigar gave overview.

Motion by Skenzich, second by Pulles, to approve request of hiring a seasonal Public Works employee for the Wastewater and Water Treatment Plant. MCU

3. Flowers for Broadway: Request to fund purchase of flowers for Broadway Street.

Motion by Pulles, second by Leoni, to approve purchase of flowers for Broadway Street, not to exceed \$500.00. MCU

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

Motion by Skenzich, second by Leoni, to adjourn meeting at 8:04 p.m. MCU

ATTEST:



Karl Oberstar Jr., Mayor



James Paulsen, Executive Administrative Clerk