

CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, JUNE 11, 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: City Attorney Lindsay, City Engineer Jamnick, Police Chief Techar, Library Director Dabbas, Water/Wastewater Lead Operator Bradach, Campground Managers John & Barb Rautanen, Executive Administrative Clerk Paulsen and Deputy Clerk Gulan.

Absent: Public Works Operations Director Lautigar absent with notice.

Mayor Oberstar led the audience in the Pledge of Allegiance.

Motion by Pulles, second by Skenzich, to approve of the agenda as submitted with the additions of the Magney Construction Proposals and a resolution accepting a donation from the Fire Department Relief Association. MCU (Motion Carries Unanimously)

Approve City Council Minutes

- A. May 28, 2019 Regular City Council Meeting
- B. June 6, 2019 Special City Council Meeting

Motion by Skenzich, second by Leoni, to approve the May 28, 2019 Regular City Council Meeting Minutes. MCU

Motion by Skenzich, second by Pulles, to approve the June 6, 2019 Special City Council Meeting. MCU

Public Input: N/A.

Reports – Mayor & Council

A) Mayor:

- a. Discussion of upcoming meetings, remove trash bins from the Recycling Center.

B) City Councilors:

- a. Councilor Robich, attended the Fire Department Consolidation Meeting, gave overview. Next Wednesday at 3:30, at the Range Rock Curling Club in Eveleth, Board Meeting for the Joint Powers Commission.
- b. Councilor Leoni, questioned moving the cans next to the City Garage to the Recycling Center.
- c. Councilor Skenzich, attended the Fire Department Consolidation Meeting, gave overview.

Reports – Staff, Boards & Commissions

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A) City Attorney Lindsay: No formal report.

B) City Engineer Jammick:

- a. Bids for the Lower Michigan Project is June 20, 2019.
- b. Application for water and sewer portion of Broadway.
- c. Applied for funding for improvements for the elevated and ground storage water tanks.
Discussion.

Motion by Robich, second by Skenzich, to submit application for funding for the Campground. MCU

C) Police Chief Techar:

- a. Mesabi Humane Society Contract.
- b. Blight Updates.
- c. June 19, 2019 Community Fun Day from 4:00 p.m. to 8:00 p.m.

D) Public Works Operations Director Lautigar: Absent with notice.

E) Library Director Dabbas:

- a. Will be getting a new laptop and projector, paid for by a grant.
- b. Discussed upcoming Library events.

Motion by Skenzich, second by Leoni, to approve the Gilbert Public Library Board Meeting Minutes of May 6, 2019. MCU

F) Campground Manager John & Barb Rautanen:

- a. Discussed unusable campsites.

G) Executive Administrative Clerk Paulsen:

- a. Revenues/Expenses with Comparison to Budget Report ending 4/30/2019
- b. MN Department of Health Meeting June 24, 2019 at 11:00 a.m. Will discuss Wellhead Protection Plan.
- c. Contract negotiations starting soon with AFSCME and LELS.
- d. Highway 37, MN DOT has submitted preliminary ADA plans.
- e. IRRRB Meeting, discussed funding avenues.

Old Business:

A. WWTP Construction Project Update: Referenced Memo from Stantec.

B. MN TH 37 Update: Paulsen gave updates.

C. Parcel Conveyance: Parcel 060-0018-00140 Conveyance Action.

- At Gilbert Council Meeting May 15, 2019, a vote was taken to convey the parcel in question. The vote to convey was 3 to 2 in favor. A 4/5th vote is needed for this type of council action.
- At Gilbert Council Meeting May 28, 2019, this issue was revisited, with Council deciding to table item until June 11, 2019.

Portion of the charter referred to: **Sec. 12.06. Sales and Purchase of Real Property.** No real property of the city shall be purchased sold or disposed of except upon payment or receipt thereof an amount equal to the fair and reasonable market value of said real property as found by the City Council and

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declared in the resolution authorizing any such sale. Further the said acquisition or deposition shall be pursuant to a 4/5 affirmative vote of the Council.

Estimated market value of \$7,200. Discussion. Resolution 2019-04, Authorizing Conveyance of Real Estate.

Motion by Skenzich, second by Oberstar, to approve the purchase agreement for parcel 060-0018-0014 for a purchase price of \$2,600.

Aye, Mayor Oberstar, Councilor Skenzich and Leoni

Nay, Councilor Pulles and Robich

Motion fails 3/2.

New Business:

A. Magney and Stantec Pay Requests: Wastewater Treatment Facility improvement project invoices. For services provided by Magney Construction for the period ending June 3, 2019, Stantec for period ending May 31, 2019.

Motion by Pulles, second by Leoni, to approve the Magney invoice in the amount of \$473,436.48 and the Stantec invoice in the amount of \$22,706.97 and authorize submittal to the PFA for reimbursement. MCU

B. Water Treatment Plant Valve Replacement: Bradach gave overview. Replacement of five valves at the Water Treatment Plant. One bid received from JK Mechanical Contractors for \$25,020.00. Magney Construction bid for \$32,976.97. The project would be paid for from the Water Fund. Discussion.

Motion by Skenzich, second by Leoni, to approve the bid from Jk Mechanical Contractors for \$25,020.00 plus the \$1,850.00 for the electrical connects and disconnects, and \$3,980 for the manual override, for a total of \$30,850.00 for the Water Treatment Plant valve replacement. MCU

C. Replace Back Wash Pump at Water Plant: Bradach gave overview. Discussion. Replacement of back wash pump at the Water Treatment Plant. Peterson Drilling quote \$14,850.00 E.H. Renner and Sons estimate \$11,315.07. The project would be paid for from the Water Fund.

Motion by Skenzich, second by Leoni, the Peterson Drilling quote of \$14,850.00 to replace the back wash pump at the Water Treatment Plant. MCU

D. Appointment to HRA Board: The following citizen has applied for a position on the Housing and Redevelopment Authority: Linda Tyssen. This appointment will fulfill the term expiring on May 8, 2020 due to the passing of Commissioner Pat Gentile.

Motion by Leoni, second by Pulles, to approve the Mayor in appointing Linda Tyssen to the Housing and Redevelopment Authority Board. MCU

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E. Accept Resignation from Police Commission: Joe Skofich resigned from the Police Commission May 16, 2019.

Motion by Skenzich, second by Pulles, to accept the resignation of Joe Skofich from the Gilbert Police Commission. MCU

F. Campground Site Work: Discussion. The updated sites at the Campground are in need of additional mill rock. Lautigar received a quote for \$483.60 per 18 yard load delivered. It is estimated that three loads would be needed for a price of \$1,450.80. This would be paid for out of the Campground Fund.

Motion by Pulles, second by Skenzich, to approve the purchase of mill rock in the amount of \$1,450.80 for the Campground. MCU

G. Installation of Sign: Discussion. The new message center for City Hall was approved with the understanding the Public Works would install. The sign vendor, Mesabi Sign has requested that they install the sign. This would ensure the sign is installed correctly and is functioning properly. The installation of the sign is quoted at \$660.00.

Motion by Skenzich, second by Pulles, to approve Mesabi Sign to install the new sign at City Hall for an installation price of \$660.00. MC

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

H. Campground Partial Payment Request: Partial payment for the Sherwood Forest Campground Utilities Upgrade Project has been requested in the amount of \$18,425.25 to Utility Systems of America Inc. This is the final payment for the water/sewer extensions portion of the project. This payment will come out of the Campground Fund. Discussion.

Motion by Leoni, second by Skenzich, to approval the partial payment of \$18,425.25 to Utility Systems of America Inc. MCU

I. Rezone Request: Discussion. A roll off bin was approved at the April 23, 2019 City Council Meeting. The location was not determined at that time. The first choice is to put the bin in the fenced off area to the South of the City Garage. This location is currently zoned "Park" and a roll off bin is not an allowable use. Rezoning of this portion of the parcel would allow for further use of this area to be in compliance with the zoning requirements.

Motion by Pulles, second by Skenzich, to send to Planning and Zoning for additional research. MCU

J. Fee Schedule Additions: A Transient Merchant Permit Fee as follows is requested to be approved and added to the Fee Schedule:

- Daily Permit \$50.00 (1 to 14 consecutive days is a daily permit)
- Annual Permit \$100.00 (One year from date of issue)

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*Any permits for the first week of July are issued by the 3rd of July Committee and are not included in the daily or annual permit fees. Discussion.

Motion by Skenzich, second by Robich, to add the Transient Merchant Permit Fee to the Fee Schedule, effective immediately. MCU

K. Accept Donation: The City received a donation from the Gilbert Fire Department Relief Association in the amount of \$1,000.00 to be used towards the purchase of Fire Department equipment and Gilbert Community Fun Day supplies. Resolution NO. 2019-05 Resolution Accepting Donations.

Motion by Robich, second by Pulles, to accept Resolution NO. 2019-05, Resolution Accepting Donations. MCU

L. Workers Comp Renewal: Received Workers Comp insurance renewal. Premium is \$75,065.00 this is a reduction of \$4,452.00 from last year. Discussion.

Motion by Skenzich, second by Leoni, to approve the Workers Comp insurance renewal. Premium is \$75,065.00. MCU

M. Miscellaneous:

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

Motion by Pulles, second by Leoni, to adjourn meeting at 8:10 pm. MCU

ATTEST:



Karl Oberstar Jr., Mayor



James Paulsen, Executive Administrative Clerk

Report Criteria:

Report type: Summary

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

Check Issue Date	Check Number	Payee	Amount
05/29/2019	21876	MN PUBLIC FACILITIES AUTHORITY	400,000.00
05/29/2019	21877	CHRISTIAN OGILVIE	210.00
06/03/2019	21878	UNION SECURITY INSURANCE COMPANY	707.40
06/03/2019	21879	DELTA DENTAL OF MN	1,853.10
06/03/2019	21880	LAKE COUNTRY POWER	36.00
06/03/2019	21881	HOLIDAY COMPANIES	2,106.61
06/03/2019	21882	Michelle Johnson-Gilbert Police Dept	208.84
06/03/2019	21883	JARVELA JACOB	16.24
06/03/2019	21884	BRADACH, JOSEPH	22.52
06/03/2019	21885	chelsea trucano	41.61
06/03/2019	21886	AEOA	2,675.96
06/03/2019	21887	LELS	306.00
06/03/2019	21888	CW TECHNOLOGY	347.80
06/03/2019	21889	OFFICE OF MN IT SERVICES	305.28
06/03/2019	21890	MINNESOTA TELECOMMUNICATIONS	365.70
06/06/2019	21891	SKRBEC, YVONNE	.00
06/03/2019	21892	EXCEL BUSINESS SYSTEMS	387.30
06/03/2019	21893	RANGE AUTO PARTS CO	516.35
06/03/2019	21894	RANGE OFFICE SUPPLY	33.98
06/03/2019	21895	BISS LOCK INC	85.00
06/03/2019	21896	SLC ENVIRONMENTAL SERVICES	12,938.75
06/03/2019	21897	BOUNDARY WATER JOURNAL	26.00
06/03/2019	21898	MINNESOTA CONSERVATION VOLUNTEER	25.00
06/03/2019	21899	APG Media of MN	62.40
06/03/2019	21900	FURTHER	69.00
06/03/2019	21901	Pace Analytical Services	324.30
06/03/2019	21902	AMERIPRIDE SERVICES	492.44
06/03/2019	21903	MENARDS	323.16
06/03/2019	21904	MINNESOTA POWER	1,844.05
06/03/2019	21905	NCPERS MINNESOTA	32.00
06/06/2019	21906	business radio licensing	95.00
06/06/2019	21907	RAUTANEN, BARBARA	5,500.00
06/06/2019	21908	L & M SUPPLY	429.42
06/06/2019	21909	PARKHURST, RANDALL	1,330.00
06/06/2019	21910	TRITEC OF MN INC	30.00
06/06/2019	21911	MINNESOTA ENERGY RESOURCES	1,712.23
06/06/2019	21912	MACQUEEN EQUIPMENT INC	57.77
06/06/2019	21913	FRANKS TIRE & MUFFLER	60.00
06/06/2019	21914	TRENTI LAW FIRM	3,565.10
06/06/2019	21915	GLASS & DOOR INC	125.00
06/06/2019	21916	CEDAR ISLAND COMMUNICATIONS	65.00
06/06/2019	21917	NORRI DIST CO INC	13.35
06/06/2019	21918	BYRN'S GREENHOUSE	72.07
06/06/2019	21919	GRANDE ACE HARDWARE	433.73
06/06/2019	21920	SEH Inc.	2,847.37
06/06/2019	21921	GUARDIAN PEST SOLUTIONS	.00
06/06/2019	21923	CW TECHNOLOGY	2,981.32
06/06/2019	21924	TALL PINES ICE CO	213.50
06/06/2019	21925	WESCO RECEIVABLES CORP.	7,680.97
06/06/2019	21926	GOPHER STATE ONE CALL	39.15
06/06/2019	21927	WESCO RECEIVABLES CORP.	290.00
06/06/2019	21928	SKUBIC BROS INTERNATIONAL	167.19
06/06/2019	21929	MINNESOTA PUMP WORKS	240.00

Check Issue Date	Check Number	Payee	Amount
06/06/2019	21930	ARMORY SHELL	112.50
06/06/2019	21931	HAWKINS INC	1,036.00
06/06/2019	21932	A1 SERVICES INC	2,173.10
06/06/2019	21933	APG Media of MN	671.54
06/06/2019	21934	MINNESOTA FIREWOOD	1,950.00
06/06/2019	21935	CLUB MESABI INC	50.00
06/06/2019	21936	Pace Analytical Services	416.60
06/06/2019	21937	RANGE PAPER	1,120.04
06/06/2019	21938	KAMAN	30.33
06/06/2019	21939	ST LOUIS COUNTY AUDITOR	145.00
06/06/2019	21940	AMERIPRIDE SERVICES	257.07
06/06/2019	21941	MEDIACOM	320.40
06/06/2019	21942	CORE & MAIN	591.29
06/06/2019	21943	MENARDS	152.10
06/06/2019	21944	BAKER & TAYLOR	414.73
06/06/2019	21945	UBAM educational services	11.99
06/06/2019	21946	APG MEDIA OF MN	206.00
06/06/2019	21947	TDS METROCOM - MN	4.57
06/06/2019	21948	VERIZON WIRELESS	61.03
06/06/2019	21949	BYRN'S GREENHOUSE	376.71
06/06/2019	21950	FIRST NATL BANK OF GILBERT	1,927.00
06/06/2019	21952	BLUE CROSS & BLUE SHIELD OF MN	205.30
06/07/2019	21953	VISA	2,766.03
06/07/2019	21954	MESABI SIGN	9,834.00
05/29/2019	201508255	FURTHER	700.00
06/06/2019	201508256	WEISS, FRANK	892.20
06/07/2019	201508257	PERA	10,636.46
06/07/2019	201508258	PERA	525.65
06/07/2019	201508259	PAYCHEX PAYROLL SERVICES	210.15
06/07/2019	201508260	PAYCHEX PAYROLL SERVICES	131.90
06/07/2019	201508261	PAYCHEX PAYROLL SERVICES	49,906.59
Grand Totals:			542,147.24

Dated: 6-11-19

Mayors: Karl Chevalier

City Council: Rebecca A. Pucias

[Signature]
[Signature]
Roger Adams

City Recorder: _____