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**CITY OF GILBERT
MINUTES OF REGULAR COUNCIL MEETING
TUESDAY, JULY 9, 2019
COUNCIL CHAMBERS**

Mayor Oberstar called the meeting to order at 6:35 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, Operations Director Sam Lautigar, Library Director Dabbas, Campground Managers John & Barb Rautanen, Executive Administrative Clerk Paulsen and Deputy Clerk Gulan.

Absent: N/A.

Mayor Oberstar led the audience in the Pledge of Allegiance.

Motion by Skenzich, second by Leoni to approve agenda additions. MCU (Motion Carries Unanimously)

Approve City Council Minutes

- A. June 11, 2019 Regular City Council Meeting
- B. June 25, 2019 Special City Council Meeting

Motion by Robich, second by Pulles, to approve the June 11, 2019 Regular City Council Meeting Minutes. MCU

Motion by Robich, second by Skenzich, to approve the June 25, 2019 Special City Council Meeting. MCU

Public Input: N/A.

Reports – Mayor & Council

A) City Councilors:

- a. Councilor Robich, change in Joint Powers meeting to July 10, 2019 at 3:00pm. Thank city hall staff, Chief Techar, Library, Mayor Oberstar and all staff during Community Days event.
- b. Councilor Pulles and Leoni, agenda only.
- c. Councilor Skenzich, as representative of the Gilbert Fire Department thank community for support during the 3rd of July parade.

B) Mayor:

- a. Thank you city crew, police, city staff and campground for presence and clean-up during 3rd of July events. Discussion.
- b. Discussed renting sweeper to City of McKinley. Cost to be determined by council.
- c. Discussed helping McKinley with Locating Services. Cost to be determined by council.

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Motion by Robich, second by Pulles to approve Clerk Paulsen and Public Works Director Sam Lautigar to cooperate with City of McKinley with Locating Services for a fee, to be determined by council. MCU

Reports – Staff, Boards & Commissions

A) City Attorney Lindsay:

- a. Mayor is the appointing HRA person, per charter. Resident board member will be determined after research.

B) City Engineer Jamnick:

- a. Update on schedule for the Lower Michigan Project.

C) Police Chief Techar

- a. Discussed cliff jumping concerns and citations.

D) Public Works Operations Director Lautigar:

- a. Discussed Ore Be Gone swim area safety requirements and issues.
- b. Request for \$1500.00 to purchase mandatory beach buoys.

Motion by Skenzich, second by Leoni to approve \$1500.00 for swim area buoys. MCU

- c. Confirm with Aspire Insurance regarding beach signage requirements,
- d. Sidewalk improvement updates. Project to start in approximately 2 weeks.
- e. Update on Lawnmower purchase, Council requests more research on options.
- f. Babe Ruth area district tournament discussion. Determined city unable to accommodate Babe Ruth tournament this year, but to consider the City of Gilbert for 2020.

E) Library Director Dabbas:

- a. Discussed upcoming Library events
- b. Request to council to waive Community Center fee for the Library to host the Fall Bazaar in October, 2019.

Motion by Pulles, second by Skenzich to waive the Community Center fee for 1 day for Library to host the Fall Bazaar. MCU

- c. Upcoming cooking classes in Community Center kitchen. Request council to waive fee on kitchen for cooking class. Council will consider and discuss at August council meeting.

F) Campground Manager John & Barb Rautanen:

- a. Discussed biodegradable grass mat issues.
- b. Discussed loop entrance road repair.

G) Executive Administrative Clerk Paulsen:

- a. Mineland Grant discussion.
- b. Revenues/Expenses with Comparison to Budget Report ending 05/31/2019
- c. Discussed parcels of lots on North end of Ore Be Gone.

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Motion by Skenzich, second by Pulles for J. Jamnick, Clerk Paulsen, and B. Lindsay to proceed with consolidating 4 lots into 3 lots in the Ore Be Gone Cul de Sac and sale price determination. MCU

Motion by Skenzich, second by Leoni to approve Planning and Zoning Commission Minutes from April 1, 2019. MCU

Motion by Pulles, second by Leoni to approve Water & Light Advisor Board Minutes from April 17, 2019, and May 16, 2019. MCU

Motion by Skenzich, second by Pulles to approve EFGSD Joint Powers Recreation Board Minutes for June 12, 2019. MCU

Old Business:

A. WWTP Construction Project Update

- Ron LaFond Change order. Discussion.

Motion by Skenzich, second by Leoni to approve change order for WWTP to Magney Construction in the amount of \$19,943.10. MCU

- Ron LaFond: summary of PFA/WIF (Wastewater Infrastructure) grant.

B. MN TH 37 Update: Paulsen gave updates.

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

- Mayor requests council action. Discussion.

Motion by Pulles, second by Skenzich to offer for sale Parcel 060-0018-00140 for \$3000.00 or greater to the owners of the car wash. MCU

D. Rezone Request: Rezone fenced-off area south of the city garage, currently used for public works storage, from Park to Commercial to allow roll-off bins in that area.

Motion by Pulles, second by Skenzich to rezone area south of the city garage from Park to Commercial, per the Planning and Zoning Commission recommendation to allow roll-off bins in the area. MCU

New Business:

A. Variance Request:

- Krtinich variance request to allow setback from 8 feet to 3 feet, as recommended by the Planning and Zoning Committee.

Motion by Skenzich, second by Robich to grant variance request. MCU

B. Water and Light Regular Meeting Time Change Request:

- Change regular monthly meeting from the 3rd Wednesday of each month at 6:30PM to the 3rd Thursday of each month at 5:00PM starting in July.

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Motion by Pulles, second by Skenzich to accept the Water and Light monthly meeting change.MCU

C. Magney and Stantec Pay Request: Waste water treatment plant project change orders.

- Install new equipment required to maintain operation during construction.
- Stantec Invoice in the amount of \$23,901.87
- Magney Construction Invoice in the amount of \$349,935.07

Motion by Pulles, second by Skenzich to approve Magney invoice in the amount of \$349,935.07 and the Stantec Invoice in the amount of \$23,901.87.MCU

D. Accept Donation: Gilbert Police Department received two (2) donation checks. Discussion: acceptance of donated funds. Council is requested to accept the donations. Chief Techar presents information regarding donations.

- \$10,000.00 from Gulbranson Excavating toward purchase of tactical vests and surveillance equipment.
- \$23,000.00 from anonymous donor toward the purchase of a new squad car.

Motion by Pulles, second by Leoni to accept the \$10,000.00 donation from Gulbranson Excavating and the anonymous \$23,000.00 donation. MCU

E. Application for Raffle Permit: MN Deer Hunter's Association applied for Raffle Permit for raffle to be held August 15, 2019 at the Gilbert VFW. Council is requested to approve this permit.

Motion by Skenzich, second by Leoni to approve the Raffle Permit for MN Deer Hunter's Association to hold raffle at Gilbert VFW on August 15, 2019. MCU

F. Easement Extension: RGGGS Easement 13274 term extension. Council is requested to approve this extension.

Motion by Skenzich, second by Pulles to approve this 5 year RGGGS Easement extension. MCU

G. Easement Revision: Eveleth Fee Office Easement revision. Council is requested to approve this revision.

- Revision to cover the 8-inch water main pipeline and sewer line easement.

Motion by Pulles, second by Skenzich to approve the Easement Revision. MCU

H. Miscellaneous:

1. Cemetery Board Appointments:

- The following citizens have applied for positions on the Gilbert Cemetery Board:
Robert Kivela, John Skalko, Donna Sodar, Keith Shatava.
- Due to inactivity of the cemetery board, these appointments should constitute the reestablishment of the board and the following terms should be followed:
- 3 year terms (2 vacancies), 2 year terms (1 vacancy), 1 year term (1 vacancy)

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- Clerk Paulsen requests assignment of terms too person in order as listed.
- Council action requested: Mayor to appoint members to the board and those appointments shall be confirmed by the council.
- Discussion re: ordinance for Cemetery Board from 4 to 5 members.

Motion by Pulles and second by Leoni to accept the following Cemetery Board appointments: Robert Kivela, 3 year term, John Skalko, 3 year term, Donna Sodar, 2 year term, Keith Shatava, 1 year term. MCU

Mayor Oberstar **introduces a proposed Cemetery Board Ordinance** to reflect change from a 4 member board to a 5 member board and requests City Attorney Lindsay and Clerk Paulsen to have the proposed Ordinance prepared and ready to read at the August 13, 2019 Council Meeting.

Motion by Pulles, second by Skenzich to have City Clerk and City Attorney draft or update an ordinance to reflect a change in the Cemetery Board membership from 4 members to 5 members. MCU

2. Dust Control: Dust control needed this year due to lack of rain. Cost discussion. Quote from Envirotech in the amount of \$1372.00. Public works request for dust control on ATV trail for a total price of \$1372.00. Council action requested.

Motion by Skenzich, second by Pulles to approve \$1372.00 for Public Works and Clerk Paulsen to purchase dust control measures for the Gilbert portion of ATV trail. MCU

3. Final Payment Request: Discussion.

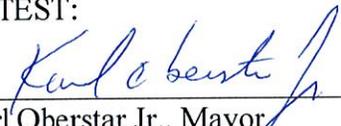
- Final payment estimate #2 for Sherwood Campground Utilities Upgrade Project requested in the amount of \$18,518.44 to Amptek Inc. for electrical portion of project.
- Payment will come out of the campground funds.

Motion by Pulles, second by Leoni to approve payment to Amptek in the amount of \$18,518.44 for the final electrical payment for the Sherwood Forest Campground Utilities Upgrade Project. MCU

Motion by Skenzich, second by Pulles, 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 8:37 p.m. MCU

ATTEST:


Karl Oberstar Jr., Mayor


James Paulsen, Executive Administrative Clerk