

City of Gilbert  
Minutes of Regular City Council Meeting  
Tuesday, October 24, 2023  
Council Chambers

Mayor Smith called the meeting to order at 6:16 P.M.

Quorum determined.

Present: Councilors Pontinen, Pulles, Skenzich, Mayor Smith. Councilor Heitzman absent with notice; Clerk Treasurer Zallar present via Zoom.

Mayor Smith led the audience in the Pledge of Allegiance

Addition to the Agenda:

1. Approve adding Letter of Intent from RC Property under New Business.

**Motion** by Pulles, second by Skenzich to approve the above addition to the agenda. MCU

**Approve Consent Agenda:**

City Council Minutes

- October 12, 2023 City Council Working Meeting Minutes
- October 12, 2023 City Council Regular Meeting Minutes

Boards and Commissions Minutes

- October 2, 2023 Library Board Meeting Minutes
- October 9, 2023 Planning & Zoning Meeting Minutes

Invoices from Previously Approved Projects

- SEH, Inc – Inv #455261 \$13,128.48
- Chris Vreeland – 17 hours I & I Inspection \$40/hr x 17= \$680
- Infrastructure Improvements Pay #13 Mesabi Bituminous \$5,000.00

Invoices for Campground – Reimburse General Fund

- September invoices - \$15,081.44

Payment of Bills and Payroll upon proper audit of Clerk and Mayor

- Check register 10/07/2023 – 10/20/2023

**Motion** by Skenzich, second by Pulles to approve Consent Agenda as listed above. MCU

**Public Participation:**

- Amanda Metsa, Afscme 65 Labor Representative and Terah Rinerson, Union President spoke about a grievance that was filed stating a job opening was not posted accordingly and hired temporary. Metsa spoke of a lack of transparency and communication and would like to meet and discuss staffing at City Hall and asked to follow the contract.

**Reports – Mayor & Council**

**Mayor Smith:**

Spoke briefly on Covid update and CDC guidelines.

**Councilor Pontinen:**

Set up a meeting with McKinley here in Gilbert City Hall (including the water and light board) to discuss water fee increases.

**Councilor Heitzman:**

Absent with notice.

**Councilor Pulles:**

No formal report.

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**Councilor Skenzich:**

No formal report.

**Reports – Staff, Boards & Commissions**

**Fire Chief Kwiatkowski:**

Not present.

**City Attorney Bryan Lindsay:**

No formal report.

**Police Chief Ty Techar:**

Chief Techar said he and Officer Trucano put out a house fire before the fire department had arrived today. Mayor Smith commended their quick actions.

**City Engineer John Jamnick:**

Approve Plumbing update: Jola & Sopp will be starting November 2, 2023.

**Public Works Operations Director Sam Lautigar:**

Reminder of Alley Pick up next week. They will be picking up all next week. Public Works has been winterizing buildings. Lautigar also stated the 2 G-Men dumpsters are no longer here.

**Campground Paul Skrbec:**

Spoke of the new reservations system. Many things were uploaded into the new system. Skrbec will meet with Clerk Zallar to discuss credit card processing.

**Library Director Su Dabbas:**

Not present.

**Clerk Treasurer Zallar:**

Financial update given. Clerk Zallar asked for approval for Civic training.

**Motion** by Pulles, second by Pontinen to proceed with the training. MCU

Clerk Zallar has requested approval to pick up free cubicles for the City Office. Lautigar stated he could send help to get them picked.

**Motion** by Pulles, second by Pontinen to get the cubicles. MCU

Clerk Zallar spoke of the need to have a secondary signature person, as she is home with covid. Mayor Smith said to wait until positions are ironed out.

**Old Business:**

**WWTP Update & WTP Update:**

Public Works Director Lautigar stated Magney got rid of all the sludge in the tanks.

Scantek, Inc. gave preliminary cost of \$19,000 to put steel decant crane base in tank. 25% cost share on Scantek side and 75% on the City. Lautigar stated he was not ok with that – an aluminum arm was installed when it should have been stainless. He believes Scantek and Magney should share the cost. Scantek may take all the cost. Council decided to table for now as more information is needed.

**New Business:**

**Motion** Pulles, second by Pontinen to approve intent to purchase 22 acres from Ridge Inn Inc. It will need to be surveyed. The 22 acre property is located behind the storage, north side of the bike trail. Pontinen stated the DNR has no easement to go through this property. The easement

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went away when it was sold. The trail could be shut down but to keep it open, the City would need to purchase the land then in a couple years, the DNR would purchase from the City. \$10,000 for down payment, then 2 years to come up with the remaining \$56,000. Brad Dekker, DNR, inquired to do a quick claim deed. Attorney Lindsay can draw up a promissory note if the City can ensure the funds would be available if the DNR did not reimburse the City for the purchase. Mayor Smith mentioned if the City loses that corridor, it will affect the campground. **Motion** by Pulles, seconded by Pontinen to proceed with the purchase. Attorney Lindsay stated the motion acts as a letter of intent. The resolution will be made before the final closing (2 years). MCU

**Motion** by Pulles, second by Skenzich to table further discussion on Parcel, Lot 17 Proposal – Dental Office and invite the property owners to a work session to discuss the lot they are interested in. It is occupied by the City at the moment. There was also discussion on maybe doing an easement for the small portion of land they are asking for. MCU

**Motion** by Pulles second by Skenzich to approve the completion date of June 15, 2024 for Approve Plumbing. MCU

**Motion** by Pulles, second by Pontinen to upgrade with Paychex Flex Time to make things more efficient with employees. MCU

**Motion** by Pulles, second by Skenzich for Attorney Lindsay to send a letter to the school to access property for the Salo's (to use to get to their property). MCU

**Motion** by Pulles, second by Pontinen to support Chief Techar's request to allocate up to \$10,000 of the \$73,297 Public Safety Aid Bill that Gilbert will be receiving, to purchase fitness equipment that could be used by all City employees. Techar spoke of statistics he has kept with the members of the police department on calls and injuries versus now, after incentives were set to help get his members in better physical shape. The department had far less on-call injuries. Mayor Smith stated it's a good idea and supported being proactive. MCU

**Motion** made by Pulles, seconded by Skenzich to approve the 2024 Campground Host contract. MCU

**Motion** was made by Pulles, seconded by Skenzich to move into a closed session at 7:42 PM to go into a closed session to discuss employee contracts. MCU

**Motion** by Pulles, second by Pontinen to reconvene the Regular Council Meeting at 8:30 PM MCU

**Motion** was made by Pulles, seconded by Pontinen to direct Attorney Linday to further collect more info to counter proposal. MCU

**Miscellaneous Announcements:** Calendar Parking starts November 1<sup>st</sup>.

**Motion** by Pulles, seconded by Skenzich to adjourn meeting at 8:31 PM. MCU

*\*These minutes are paraphrased and are not written word for word.*

ATTEST:

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Jill Zallar, Clerk Treasurer

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Thomas Smith, Mayor