

**CITY OF GILBERT
CITY COUNCIL MEETING
Tuesday, March 26, 2024**

COPY

6:00 P.M. REGULAR CITY COUNCIL MEETING

1. **CALL TO ORDER**
2. **ROLL CALL**
 - A. **Determination of Quorum**
 - B. **Pledge of Allegiance**
 - C. **Approve Additions/Deletions to the Agenda (If any)**
3. **CONSENT AGENDA**
 - A. **City Council Minutes**
 - March 07, 2024, Special Meeting Minutes
 - March 12, 2024, City Council Regular Meeting Minutes
 - March 12, 2024, Working Session Meeting Minutes
 - B. **Boards and Commissions Minutes**
 - February 07, 2024, Campground board meeting minutes
 - March 04, 2024, Gilbert Public Library Board meeting minutes
 - C. **Invoices from Previously Approved Projects**
 - SEH Invoice 463718 @ \$137,863.03
 - D. **Invoices for campground – Reimburse General Fund**
 -

Payments of bills and payroll upon proper audit of clerk and mayor

 - Check register 03/08/2024 – 03/22/2024.
4. **PUBLIC INPUT**
5. **REPORTS - MAYOR & COUNCIL**
 - A. Mayor
 - B. City Councilors
6. **REPORTS - STAFF, BOARDS & COMMISSIONS**
 - A. Fire Chief Kwiakowski
 - B. City Attorney
 - C. Chief of Police Techar
 - D. City Engineer
 - E. PW Operation Director
 - F. Campground Host
 - G. Library Director
 - H. Advisory Boards
 - a. West 40 RV Park & Campground Agreement
 - I. Clerk-Treasurer
 - a. approval of clerk resignation; posting approval for office positions upon job description approvals
- OLD BUSINESS**
 - A. WWTP Update & WTP Update – parcel ownership.
 - B. Section 12.07 of the City Charter, Vacation of Streets - 2nd Reading/Vote
8. **NEW BUSINESS**
 - A. WWTF Change order #26.
 - B. South Side bar owner's 4th of July Street Dance request
 - C. Crawl for Cure request for area July 17 to the 21st of 2024.
 - D. PW requests
 - E. Acceptance of two Library contributions – Resolution 2024-11
 - F. Planning and Zoning – Fence Permit approval (no PZ meeting till April)
 - G. Closed Session – Office Staff Wage Negotiation
 - H. Action(s) from Working Session
9. **Miscellaneous Announcements**
10. **ADJOURN** **Note: Agenda Subject to change or additions**

City of Gilbert
Minutes of Working Session
Tuesday, March 12, 2024
Council Chambers

Mayor Smith called the meeting to order at 5:00 P.M.

Quorum established.

Present: Mayor Smith, Councilor Pontinen, City Attorney Colleen Kosluchar, Clerk Treasurer Zallar.

Absent with notice: Councilors Pulles, Heitzman, & Skenzich

1. School discussion: Mayor has asked for volunteers to be on a citizen task force in gathering information for what is best for the school property.
2. Splash Town discussion: discussed current water level issue and advised attorney to draw up a new contract. The city briefly discussed parking, garbage, and tent set up issues. Another meeting will be formed once the contract from the city attorney is completed.

Adjourn at 6:00 P.M.

Mayor, Tom Smith

ATTEST:

City Clerk-Treasurer, Jill Zallar

City of Gilbert
Minutes of Regular City Council Meeting
Tuesday, March 12, 2024
Council Chambers

Mayor Smith called the meeting to order at 6:05 P.M.

Quorum determined.

Present: Councilors Pontinen and Skenzich, Mayor Smith, Clerk Treasurer Zallar, Attorney Colleen Kosluchar and Police Chief Ty Techar

Absent with Notice: Councilor Heitzman, Councilor Pulles

Mayor Smith led the audience in the Pledge of Allegiance

Approve Consent Agenda:

City Council Minutes

- February 27, 2024 City Council Regular Meeting Minutes

Boards and Commissions Minutes

- February 21, 2024 Water & Light Meeting Minutes
- February 5, 2024 Library Meeting Minutes

Invoices from Previously Approved Projects

- Stantec Engineering - Invoice 2202907 March 2024 - \$1,076.25
- Northland Trust Services – 2012A Bond Payment \$26,870.00 (May 1, 2024)

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

- Check register 2/23/2024 - 3/7/2024

Motion by Pontinen, seconded by Skenzich to approve Consent Agenda as listed above. MCU

Public Participation: None

Reports – Mayor & Council

Mayor Smith: Mayor Smith reminded everyone to please be diligent in your yards with anything that could start a fire and to be on the lookout if you see anything.

Councilor Pontinen: Councilor Pontinen told the public to address their blight situation before the City has to start citing people for it.

Councilor Heitzman: Not present

Councilor Pulles: Not present

Councilor Skenzich: Nothing at this time.

Reports – Staff, Boards & Commissions

Fire Chief Kwiakowski: Not present. Clerk-Treasurer Zallar submitted a recommendation for two new hires on Kwiakowski's behalf.

Motion by Skenzich, seconded by Pontinen to hire Blake and Erica Berquist to the Gilbert Fire Department. Erica is the first female fire fighter for the City of Gilbert. MCU

Clerk-Treasurer Zallar also submitted a recommendation for a new first responder on Pete Makowski's behalf.

City of Gilbert
Minutes of Regular City Council Meeting
Tuesday, March 12, 2024
Council Chambers

Motion by Pontinen, seconded by Skenzich to hire Wyatt Clark as a First Responder. MCU Welcome aboard to all our new hires!

City Attorney Colleen Kosluchar for Bryan Lindsay: Kosluchar presented the council with the deed, fixing the legal description, to purchase the land from RC. This is the land needed by the DNR to expand the OHV park.

Police Chief Ty Techar: Nothing at this time.

Library Director Su Dabbas: With the short week of school, the library has “make and takes” for free. Winter reading is ending in March. The new radiator covers, made by Public Works employee Tim Shoppe, look great! Thanks to Tim for a wonderful job! The Gilbert Library was chosen to receive 60 of Jenna Bush’s new book. The library is one of only 50 libraries nationwide to receive a box of books curated by Bush herself through her “Read with Jenna” program.

Campground Board Paul Skrbec: Changes will be made to the campground dashboard online. Special Event camping is ready in Firefly. Reservations can be made beginning April 1st for Crawl for a Cure.

Firewood vendors were surveyed since the previous vendor, Range Wood from Mt. Iron, will no longer be supplying wood to campgrounds, they used to supply on demand/as needed for us. Skrbec looked at firewood vendors who are certified and transport through the State of Minnesota and have pre bundled firewood. After speaking with Public Works Director Lautigar regarding wood storage, it was determined that MN Firewood would be the best choice. They can deliver 20 racks per delivery. Skrbec stated his campground and the City campground could go in together on a delivery, with a 25% /75% split. Attorney Kosluchar stated that a contract would need to be drawn up. It was determined that a contract would be prepared for the next meeting and a motion can be made then to accept the new firewood vendor.

Clerk Treasurer Zallar: Financial update was given. The ZOOM link will be changed (not using the same one since it was hacked). Zallar also mentioned the recent power outages were Minnesota Power, trying to work safely. Please do not panic if it happens. The City Hall phones do not work during a power outage. Attorney Kosluchar stated the City has no responsibility if someone’s Mediacom equipment power surged from the outage.

Public Works Operations Director Sam Lautigar: Not present

Old Business:

WWTP Update & WTP Update:

A. Parcel Ownership - City Attorney is working on the parcel ownership for the location of the new water treatment plant.

B. Section 12.07 of the City Charter, Vacation of Streets – 2nd Reading/Vote - No action taken at this time. More council members need to be present to vote.

City of Gilbert
Minutes of Regular City Council Meeting
Tuesday, March 12, 2024
Council Chambers

C. Sherwood Forest Recreation §91.12(B)(11) – 2nd Reading/Vote –

Motion by Skenzich, seconded by Pontinen to approve §91.12(B)(11). MCU

New Business:

Motion by Pontinen, seconded by Skenzich to approve the 3-year fee, \$5,214.00, for CIT (Barracuda Email Protection). MCU

Motion by Skenzich, seconded by Pontinen to approve the Pay Equity Report for 2024 (due every 3 years). Board approval is needed before sending it to the State. MCU

Action(s) from Special Meeting or Working Session: Discussion took place regarding Approve Plumbing. Councilor Pontinen does not think the City should pay for anything for Approve Plumbing. Mayor Smith reminded everyone the council said they would sit down and work with Luke Soderling. Councilor Pontinen stated \$46k is too much. Community member and business owner Paul Skrbec contributed by telling the council to listen to the video of the past meetings when it was discussed. He said the City made an agreement, Soderling made a business decision based on that agreement. Skrbec encouraged Pontinen to do what is fair and stated if this isn't done correct, then no business will want to come here. Skrbec then asked if the City stands by their deals. Pontinen responded by saying he needs to re-read the contract and see where it says the City would pay \$46k. Councilor Skenzich reminded Pontinen the Council voted 4 to 1 in favor of working with Soderling. Skrbec said he wants to see this work, and everyone come to the table and talk. Mayor Smith told Clerk-Treasurer Zallar to make a meeting with Soderling. Special meeting for the 19th and put on the work session on the 26th.

Miscellaneous:

Mayor Tom Smith read the annual proclamation designating April 2024 as Sexual Awareness Month. The proclamation is posted in City Hall.

IRRRB did a very nice article on disc golf. The article and disc golf map are on Facebook and will be added to our City website, as well.

Don't forget to take a picture of the water pipe from the floor to your meter and get it into City Hall. Text or email to: water@gilbertmn.org

Motion by Skenzich, seconded by Pontinen to adjourn the meeting at 7:01PM. MCU

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

ATTEST:

Jill Zallar, Clerk Treasurer

Thomas Smith, Mayor

City of Gilbert
Minutes of Special Council Meeting
Thursday, March 07, 2024
Council Chambers

Mayor Smith called the meeting to order at 5:00 P.M.

Quorum established.

Present: Mayor Smith, Councilors Skenzich, Pontinen, City Attorney Lindsey, Clerk Treasurer Jill Zallar.

Absent with notice: Councilors Heitzman, Pulles

1. Approve Plumbing - direction to clerk to set up a meeting with Luke of Approve Plumbing. Mayor Smith and Councilor Skenzich agree the city needs to stand by its initial statement of working with Luke of Approve Plumbing for the \$46,000 request with relation to the four options the city was given by Luke of Approve Plumbing. The clerk reminded the council that the city is using the costs of Luke's investment as leverage to receive IRRR dollars. Currently the city has paid \$191,078.07. The city needs receipts from Luke showing his investment/costs to build his facility for leverage to receive 100% reimbursement from IRRR. Without them the city will only receive half back – as the grant is 50%-50%. The city investment without those receipts is going to be at least \$95,539.04 and will be well over his request of \$46,000. Currently, the only city investment is the gift of approximately 1.73 acres of land. In addition, there is still about a week to week and a half of work: approach, clean up and seeding (landscaping), curb, and drainage work to be done that retainage money has been retained to complete. City attorney did mention value of project vs benefit to owner language.

2. Splash Town discussion of the parking, garbage, and tent rental issues from last season. The city is not going to provide electricity for this at the city's cost. Garbage has increased and the city crew had to bring down a 2nd dumpster to handle volume and an additional porta potty. These should not be taxpayer debt. Agreed to increase the cost for seasonal lease, which was \$100 for full season last year.

Motion by Councilor Pontinen, 2nd Council Skenzich to set the fee at \$100 1st month and \$50 each month after to cover garbage, and have attorney set new contract language to include water levels/safety contingency and to include an allowed parking area map to contract. MCU 3/0

3. Ridge Inn Parcel Sale documents are ready and able to be moved forward. Once signatures are obtained \$10,000 check will be forwarded to RC. This is an item previously approved by the council and documents are now ready to move to the next step. Attorney Lindsay stated he has reviewed State Document Requests for when papers are signed and recorded from RC – all is in order.

4. Assn Property/Fee owner discussion. Direction to city hall staff to contact county and see what direction or help they can provide on the current septic systems for remaining homes not on city services. City Attorney Lindsey stated we may not be able to “force” any resident to hook up to the city facilities and he will look into statutes. Mentioned that the Fayal contract needs to be validated; believe previous maybe expired.

Motion to move to closed session by Councilor Skenzich, 2nd Councilor Pontinen for labor talks pertaining to clerk, deputy clerk, and chief contracts and alleged imminent domain claim at 6:39 P.M. MCU 3/0

City of Gilbert
Minutes of Special Council Meeting
Thursday, March 07, 2024
Council Chambers

Closed Session paused to discuss with attorney to discuss potential property claim at 7:05 P.M. and restarted at 7:20 P.M

Motion by Councilor Skenzich, 2nd by Councilor Pontinen to close, closed session and reconvene from closed session at 7:42 PM MCU 3/0

Motion by Councilor Skenzich, 2nd by Councilor Pontinen to approve Chief Techar contract. Direct Attorney Lindsey to prove and distribute to Chief Techar for review/signature. MCU 3/0

Brief discussion in relation to office staffing with direction to Clerk to add closed session to March 12 ,2024, regular meeting for further contract negotiations.

Motion by Councilor Skenzich, 2nd by Councilor Pontinen to adjourn at 8:09 P.M.
MCU 3/0

Tom Smith, Mayor

ATTEST:

Jill Zallar, City Clerk Treasurer

Gilbert Public Library Board Minutes

(Regular Board Business Minutes)

Date: 3-4-2024

Meeting called to order: Joe called the meeting 6:10

Roll Call of Board members:

Present: Joe Stanaway, Laura Bartoletti, Bob Vessel, Julie Sipola, Caitlin Ogilvie

Absent:

Public in Attendance: Sara Nyberg, Ellie Ogilvie

Adoption of Meeting Agenda: Bob motioned, Laura seconded, passed

Adoption of Library's Financials: Caitlin motioned, Julie seconded, passed

Approval of last regular meeting minutes: Bob motioned, Laura seconded, passed

Director's Report:

*Snowboarder Take and Make for children

*Legacy Take and Make for all ages. Make your own little folding book

*Winter ready is moving along and will end in March while preparations are being made for the Summer Reading Program .

Old Business: Progress is being made on the radiator covers and half are done and look terrific.

New Business: Joe motions to amend the Library's bylaws to allow Library Board members to live outside the Gilbert city limits but within city mailing limits and limited to Gilbert Library patrons. Bob seconded, motion passed.

Adjournment: Caitlin motioned, Bob seconded, passed 7:00

City of Gilbert - Campground Board

Meeting Minutes

8. OLD BUSINESS:

- A. Standard Operating Procedures (SOP) – Skrbec will revise the disaster plan and make updates based on the new reservation system; distribute updated SOP document prior to next Board meeting.
- B. Updates Firefly transition
 - i. Email account for campground board – Dylon Horne will get access to this account to audit transactions as needed.
 - ii. Reports and monitoring – both Jeff Milos and Dylon Horne will get Firefly access with 'view reporting' security levels for audit purposes. *Note: this access does not allow for processing guest transactions or communicating with customers.*
 - iii. Map changes – discussed signage changes that will be needed in spring.
- C. City Council action: City Ordinance update – **CB 10-2023** will change language to allow for seasonal campsite rentals. Second reading on Tuesday, February 13.

NEW BUSINESS:

- A. Board meeting dates for 2024:
 - i. The Board adopted the following - March 6, April 3, May 1, June 5, July 10, August 7, September 4, October 2, November 6, December 4, January 8 (2025), February 5 (2025). All dates are the 1st Wednesday of the month. 5 p.m. meeting time located in City Hall, Council Chambers.
- B. Campground Monthly Dashboard – Paul will review the dashboard with Jill and ask the City Council for feedback at the Feb. 27th meeting.
- C. Range Wood – we received notification from our wood vendor that they are discontinuing this product and that we would need to find a new vendor.
 - i. Bidding process for new vendors – Skrbec is working on contacting vendors on the State of MN approved firewood vendor list for bids; he will get a minimum of 3 bids per City process.
 - ii. Recommendation to City Council – the Campground Board will review the bids on March 6 and report to the City Council on March 12.
- D. Firefly setup of Gilbert Special Event Camping Area (SECA) – the board discussed rules and rates for SECA use in 2024. There was a motion to keep the rules from last year and update the rates. Motion by Milos, seconded by Horne. 3 votes in favor / 0 against. Skrbec will write up **CB 01-2024** and forward to the City Council for action at their Feb. 27 meeting.

Based on council action, Skrbec will resume Firefly setup so that Crawl 4 the Cure has access prior to April 1.

- E. Crawl 4 the Cure registration process – Skrbec met with the Crawl organizers and presented the registration process. The organizers appreciated the new

*City of Gilbert - Campground Board
Meeting Minutes*

process and gave positive feedback.

- F. 2025 Pre-booking process – Skrbec will write up a process/procedure draft for discussion at the next board meeting on March 6.

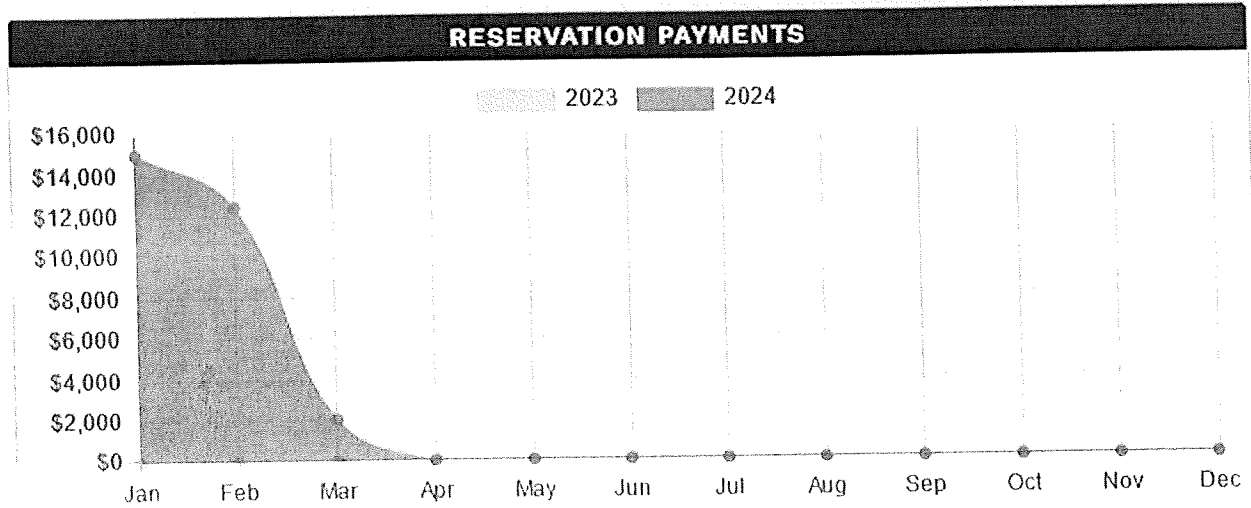
9. MISCELLANEOUS:

- 10. ADJOURNMENT: __Motion to adjourn.__ by: _Jeff Milos__ second: _Dylon Horne__ Time: _6:14 pm__

Sherwood Forest
Campground

Monthly Dashboard

Report for the month of February 2024 (as of March 5).



Charges Report				
	# of charges	Taxes	Total Paid	Total Due
January	1038	\$10,768.07	\$20,339.12	\$63,617.95
February	242	\$2,036.83	\$6,348.70	\$11,520.13
March to date	63	\$543.84	\$1,441.96	\$2,771.88
TOTAL	1343	\$13,348.74	\$28,129.78	\$77,909.96

Revenue Report - Year to Date

TYPE	TAX TOTAL	PAYMENTS RECEIVED TOTAL	PROCESSING FEE TOTAL
Reservation	\$10,388.73	\$24,749.10	\$848.72
Add-on	\$78.85	\$920.78	\$31.00
Reservation Fee	\$26.20	\$2,038.00	\$72.83
Lock Fee	\$0.00	\$1,815.00	\$65.98
Other Charge	\$0.00	\$30.00	\$2.36
Overall Total	\$10,493.78	\$29,552.88	\$1,020.89

Sherwood Forest
Campground

Monthly Dashboard

Campground Occupancy Days Over 70%

Date	Occupancy	
05/24/2024	84%	Memorial Day Weekend
05/25/2024	86%	Memorial Day Weekend
05/26/2024	79%	Memorial Day Weekend
06/28/2024	70%	
06/29/2024	76%	
07/02/2024	73%	3rd/4th of July
07/03/2024	92%	3rd/4th of July
07/04/2024	97%	3rd/4th of July
07/05/2024	92%	3rd/4th of July
07/06/2024	81%	3rd/4th of July
7/18/2025		Crawl 4 the Cure
7/19/2025		Crawl 4 the Cure
7/20/2025		Crawl 4 the Cure
7/21/2025		Crawl 4 the Cure
		Booking opens April 1
		Booking opens April 2
		Booking opens April 3
		Booking opens April 4
07/26/2024	84%	
07/27/2024	78%	
08/02/2024	90%	
08/03/2024	89%	
08/09/2024	78%	
08/10/2024	79%	
08/16/2024	81%	Scuba-Palooza
08/17/2024	81%	Scuba-Palooza
08/30/2024	83%	Labor Day Weekend
08/31/2024	83%	Labor Day Weekend
09/01/2024	76%	Labor Day Weekend
10/04/2024	76%	Rock-Rash
10/05/2024	76%	Rock-Rash

Sherwood Forest
Campground

Monthly Dashboard

Campground Referral Sources

Referral Source	^ Count	Percentage	
ATV MN	1	0.5%	<div style="width: 0.5%; height: 10px; background-color: black;"></div>
City of Gilbert Website	3	1.6%	<div style="width: 1.6%; height: 10px; background-color: black;"></div>
Crawl 4 The Cure	4	2.2%	<div style="width: 2.2%; height: 10px; background-color: black;"></div>
Dive Shop / Diving Club	2	1.1%	<div style="width: 1.1%; height: 10px; background-color: black;"></div>
Drove By / Road Sign	4	2.2%	<div style="width: 2.2%; height: 10px; background-color: black;"></div>
Facebook or other social media	1	0.5%	<div style="width: 0.5%; height: 10px; background-color: black;"></div>
Good Sam Club	3	1.6%	<div style="width: 1.6%; height: 10px; background-color: black;"></div>
Google Search	13	7.0%	<div style="width: 7.0%; height: 10px; background-color: black;"></div>
Mesabi Trail	2	1.1%	<div style="width: 1.1%; height: 10px; background-color: black;"></div>
MN4WDA	9	4.8%	<div style="width: 4.8%; height: 10px; background-color: black;"></div>
Other	33	17.7%	<div style="width: 17.7%; height: 10px; background-color: black;"></div>
Returning Guest	111	59.7%	<div style="width: 59.7%; height: 10px; background-color: black;"></div>



Invoice

Invoice Number: 463718

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

COPY



BILL TO:

Attn: Accounts Payable
City of Gilbert
PO Box 548
Gilbert MN 55741

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
PO Box 64780
Saint Paul, MN 55164-0780

Pay This Amount	\$137,863.03
Due Date	14-APR-24
Invoice Date	15-MAR-24
Bill Through Date	29-FEB-24
Terms	30 NET
SEH Customer Acct #	5687
Customer Project #	
Agreement / PO #	173620
Authorized Amount	\$404,840.00
Authorized Amount Remaining	\$130,493.63
Project Manager	Kevin Young kbyoung@sehinc.com 320.229.4300
Client Service Manager	Ellie Lemke elemke@sehinc.com 218.741.4284
Accounting Representative	Karen Thull kthull@sehinc.com 320.229.4300

Project #	Project Name	Project Description
173620	GILBM Pellet Softening WTP Fin	Pellet Softening WTP Final Design

Notes:

Task: 1.0 - Project Management

Fee

Description	Amount
(90% of \$45,243.00) less previously billed of \$23,073.93	\$17,644.77
	\$17,644.77

Task: 1.0 Billing Summary

	<u>Current Amount</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Fee	\$17,644.77	\$23,073.93	\$40,718.70
Totals	\$17,644.77	\$23,073.93	\$40,718.70

Task: 1.0 Total: \$17,644.77

Task: 2.0 - Final Layout

Fee

Description	Amount
(79% of \$148,328.00) less previously billed of \$96,413.20	\$20,765.92
	\$20,765.92



Invoice

Invoice Number: 463718

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Task: 2.0 - Final Layout

Task: 2.0 Billing Summary

	<u>Current Amount</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Fee	\$20,765.92	\$96,413.20	\$117,179.12
Totals	\$20,765.92	\$96,413.20	\$117,179.12

Task: 2.0 Total: \$20,765.92

Task: 3.0 - Construction Drawings & Specifications

Fee

Description	Amount
(67% of \$160,407.00) less previously billed of \$8,020.35	\$99,452.34
	\$99,452.34

Task: 3.0 Billing Summary

	<u>Current Amount</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Fee	\$99,452.34	\$8,020.35	\$107,472.69
Totals	\$99,452.34	\$8,020.35	\$107,472.69

Task: 3.0 Total: \$99,452.34

Invoice total \$137,863.03

Project Billing Summary

	<u>Current Amount Due</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Totals	\$137,863.03	\$136,483.34	\$274,346.37

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
AFLAC (16)							
339434	1	Invoice	AFLAC	03/12/2024	602.99	03/24	101-21700
Total AFLAC (16):					602.99		
AFSCME Council 65 (17)							
2024 FEBRU	1	Invoice	Union Dues	03/01/2024	293.79	03/24	101-21700
2024 FEBRU	1	Invoice	Union Dues	03/01/2024	293.79	03/24	101-21700
Total AFSCME Council 65 (17):					587.58		
ALLIED GENERATORS (24)							
37929	1	Invoice	filters and element	03/08/2024	306.89	03/24	101-43000-220
Total ALLIED GENERATORS (24):					306.89		
ARROWHEAD TRANSIT (50)							
ARS276138	1	Invoice	PD car washes	02/28/2024	7.00	03/24	101-42110-400
Total ARROWHEAD TRANSIT (50):					7.00		
Ascendance Truck Central LLC (425)							
80798V	1	Invoice	PW maintenance	03/06/2024	28.20	03/24	101-43000-220
80799V	1	Invoice	PW maintenance	03/08/2024	18.80	03/24	101-43000-220
80821V	1	Invoice	PW maintenance	03/08/2024	68.78	03/24	101-43000-220
80938V	1	Invoice	PW maintenance	03/14/2024	35.22	03/24	101-43000-220
Total Ascendance Truck Central LLC (425):					151.00		
AT&T FIRST NET (53)							
2873146876	1	Invoice	SEWER	02/25/2024	134.25	03/24	602-49480-321
2873146876	2	Invoice	WATER PHONE	02/25/2024	127.73	03/24	601-49430-321
2873146876	3	Invoice	CITY HALL	02/25/2024	267.01	03/24	101-41400-321
2873146876	4	Invoice	COUNCIL/MAYOR PHONE	02/25/2024	44.75	03/24	101-41110-321
2873146876	5	Invoice	PW	02/25/2024	94.53	03/24	101-43000-321
2873146876	6	Invoice	CAMPGROUND	02/25/2024	44.75	03/24	224-45183-321
2873146876	7	Invoice	electric	02/25/2024	38.23	03/24	604-49590-320
2873146876	8	Invoice	REC CENTER	02/25/2024	15.63	03/24	101-45122-321
Total AT&T FIRST NET (53):					766.88		
BAKER & TAYLOR (63)							
2038109444	1	Invoice	Books and supplies	02/21/2024	39.25	03/24	211-45500-210
2038126978	1	Invoice	Books	02/28/2024	377.00	03/24	211-45500-210
Total BAKER & TAYLOR (63):					416.25		
Calibrations and Controls, Inc. (102)							
42140	1	Invoice	Semi annual verification of Influent Flow Meter	02/10/2024	1,725.00	03/24	601-49430-570
Total Calibrations and Controls, Inc. (102):					1,725.00		
CINTAS (124)							
4177286651	1	Invoice	Rug, uniform, etc. Service	12/18/2023	168.75	03/24	101-41930-300
4182445150	1	Invoice	Rug, uniform, etc. Service	02/06/2024	57.86	03/24	101-41930-300
4186044641	1	Invoice	Rug, uniform, etc. Service	03/12/2024	25.83	03/24	101-41930-300

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total CINTAS (124):					252.44		
CIT Computer Integration Technologies (126)							
370367	1	Invoice	Services Desk Remote Support	02/29/2024	396.00	03/24	101-41930-300
Total CIT Computer Integration Technologies (126):					396.00		
CTC (153)							
21347678	1	Invoice	CH it	03/12/2024	550.00	03/24	101-41400-316
21347678	2	Invoice	CH phone	03/12/2024	494.98	03/24	101-41400-316
21347678	3	Invoice	elec phone	03/12/2024	23.18	03/24	604-49590-321
21347678	4	Invoice	PD phone	03/12/2024	117.53	03/24	101-42110-321
21347678	5	Invoice	fire	03/12/2024	35.84	03/24	101-41400-316
Total CTC (153):					1,221.53		
EAST MESABI SANITATION (189)							
8233	1	Invoice	Monthly Refuse Collection	02/29/2024	2,361.60	03/24	603-43200-300
8234	1	Invoice	Tipping Fees	02/29/2024	4,038.03	03/24	603-43200-384
Total EAST MESABI SANITATION (189):					6,399.63		
ESSENTIA HEALTH (212)							
2/27/2024	1	Invoice	Evaluation	02/27/2024	63.00	03/24	101-42110-430
Total ESSENTIA HEALTH (212):					63.00		
EXCEL BUSINESS SYSTEMS (219)							
75231	1	Invoice	LIBRARY COPIER	03/11/2024	142.33	03/24	211-45500-200
Total EXCEL BUSINESS SYSTEMS (219):					142.33		
F.I.R.E. (221)							
6673	1	Invoice	Training	02/09/2024	3,000.00	03/24	101-42260-331
Total F.I.R.E. (221):					3,000.00		
FERRELLGAS (227)							
1125769651	1	Invoice	PROPANE water plant	01/30/2024	331.32	03/24	601-49430-210
Total FERRELLGAS (227):					331.32		
FLANNIGAN, WENDY (236)							
2024 MARC	1	Invoice	campground contract monthly payment	03/13/2024	1,000.00	03/24	224-45183-300
Total FLANNIGAN, WENDY (236):					1,000.00		
GLASS & DOOR INC (257)							
10289	1	Invoice	PW garage	02/21/2024	385.00	03/24	101-43000-220
10292	1	Invoice	FD Repairs & Maintenance	02/21/2024	1,638.00	03/24	101-42260-400
Total GLASS & DOOR INC (257):					2,023.00		
GRAND RAPIDS PUBLIC UTILITIES (264)							
48597	1	Invoice	Liquid Hauled Waste Disposal	03/12/2024	580.50	03/24	602-49480-300

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total GRAND RAPIDS PUBLIC UTILITIES (264):					580.50		
GUARDIAN PEST SOLUTIONS (272)							
2550490	1	Invoice	CITY HALL pest control	03/18/2024	105.60	03/24	101-41930-300
2553575	1	Invoice	WWTP pest control	03/18/2024	55.00	03/24	602-49480-300
2553819	1	Invoice	Ice Arena & Rec Center	03/18/2024	59.06	03/24	101-45122-300
Total GUARDIAN PEST SOLUTIONS (272):					219.66		
HAWKINS INC (283)							
6708060	1	Invoice	Water Dept 150 lb Chlorine Cylinder	03/12/2024	2,126.10	03/24	601-49430-216
Total HAWKINS INC (283):					2,126.10		
HUSKY SPRING (304)							
S1-2380938	1	Invoice	Spring Pin	03/06/2024	5.16	03/24	101-43000-220
Total HUSKY SPRING (304):					5.16		
IRCOP (312)							
2024 IRCOP	1	Invoice	Dues	03/22/2024	25.00	03/24	101-42110-433
Total IRCOP (312):					25.00		
JPJ ENGINEERING INC (338)							
1-#24-298	1	Invoice	24-298 #1 Ridge Inn Land Purchase	03/13/2024	1,245.00	03/24	101-49200-303
Total JPJ ENGINEERING INC (338):					1,245.00		
KWIATKOWSKI, MARC (358)							
3/15/2024	1	Invoice	Rakes for grass burning	03/15/2024	43.00	03/24	101-42260-210
Total KWIATKOWSKI, MARC (358):					43.00		
L & M SUPPLY (360)							
10031764	1	Invoice	PW Supplies	03/05/2024	114.28	03/24	101-43000-220
Total L & M SUPPLY (360):					114.28		
LINDE GAS & EQUIPMENT INC. (385)							
41493973	1	Invoice	Cylinder Rental	02/29/2024	123.91	03/24	101-43000-210
Total LINDE GAS & EQUIPMENT INC. (385):					123.91		
Mackey, Dan (160)							
2024-01	1	Invoice	Assistance to Firefighter Grants	03/08/2024	1,200.00	03/24	101-42260-210
Total Mackey, Dan (160):					1,200.00		
MENARDS (412)							
30309	1	Invoice	PD Office - supplies for cabinet/counter	02/20/2024	138.35	03/24	101-42110-400
30711	1	Invoice	City hall	02/26/2024	39.93	03/24	101-41930-400
30711	2	Invoice	PD gym supplies	02/26/2024	66.42	03/24	101-42110-208
30805	1	Invoice	water plant repair maint	02/27/2024	38.54	03/24	601-49430-220
30951	1	Invoice	Surplus Shelving	02/29/2024	159.98	03/24	101-43000-220
30951	2	Invoice	PD Office - supplies for office makeover	02/29/2024	98.36	03/24	101-42110-400
30951	3	Invoice	PD gym - plywood	02/29/2024	14.99	03/24	101-42110-208

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
30951	4	Invoice	PW supplies	02/29/2024	16.48	03/24	101-43000-220
30957	1	Invoice	PW supplies	02/29/2024	34.97	03/24	101-43000-220
31034	1	Invoice	PD Office - Paint	03/01/2024	85.94	03/24	101-42110-400
31034	2	Invoice	PW supplies	03/01/2024	26.95	03/24	101-43000-220
31034A	1	Invoice	PD Office - Paint	03/01/2024	4.00	03/24	101-42110-400
31208	1	Invoice	water plant repair maint	03/04/2024	37.21	03/24	601-49430-220
31342	1	Invoice	water plant repair maint	03/06/2024	14.42	03/24	601-49430-220
31425	1	Invoice	water plant repair maint	03/07/2024	6.59	03/24	601-49430-220
31458	1	Invoice	PD Office - supplies for office makeover	03/07/2024	34.08	03/24	101-42110-400
31466	1	Invoice	PD gym supplies	03/07/2024	92.85	03/24	101-42110-208
31511	1	Invoice	PD Office - supplies for cabinet/counter	03/09/2024	52.68	03/24	101-42110-400
Total MENARDS (412):					962.74		
MESABI HUMANE SOCIETY (417)							
2403	1	Invoice	Contract	03/01/2024	560.25	03/24	101-42700-300
Total MESABI HUMANE SOCIETY (417):					560.25		
MINNESOTA DEPT OF COMMERCE (439)							
1000051269	1	Invoice	4th Quarter FY 2024 Indirect Assessment	03/01/2024	23.49	03/24	604-49570-217
Total MINNESOTA DEPT OF COMMERCE (439):					23.49		
MINNESOTA ENERGY RESOURCES (445)							
4938824352	1	Invoice	Multipurpose Bldg	03/01/2024	549.70	03/24	101-41930-380
4938824352	2	Invoice	Public Works	03/01/2024	324.88	03/24	101-43000-383
4938824352	3	Invoice	Rec Center	03/01/2024	95.63	03/24	101-43000-380
4938824352	4	Invoice	Community Center/Library	03/01/2024	1,195.17	03/24	101-41940-383
4938824352	5	Invoice	City Garage	03/01/2024	556.86	03/24	101-41940-383
4938824352	6	Invoice	Sewer plant	03/01/2024	2,510.72	03/24	101-43000-380
Total MINNESOTA ENERGY RESOURCES (445):					5,232.96		
MINNESOTA POWER (453)							
MARCH 202	1	Invoice	3/24 City Lighting	03/04/2024	64,097.06	03/24	101-43000-387
Total MINNESOTA POWER (453):					64,097.06		
Minnesota Valley Testing Laboratories (792)							
1224618	1	Invoice	Testing	11/01/2023	508.20	03/24	602-49480-438
Total Minnesota Valley Testing Laboratories (792):					508.20		
NBS CALIBRATIONS (490)							
139207	2	Adjustmen	Service & calibrate scale	01/31/2024	2.01	02/24	602-49480-300
139207-1	1	Invoice	Service & calibrate scale	01/31/2024	201.00	03/24	602-49480-300
Total NBS CALIBRATIONS (490):					198.99		
OSI ENVIRONMENTAL INC (529)							
6020802	1	Invoice	Used oil drum, Disposal, Supplies	02/29/2024	210.00	03/24	602-49480-300
Total OSI ENVIRONMENTAL INC (529):					210.00		
RANGE AUTO PARTS CO (575)							
16810	1	Invoice	PW maintenance	03/07/2024	865.76	03/24	101-43000-220
16823	1	Invoice	PW maintenance	03/14/2024	279.44	03/24	101-43000-220

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total RANGE AUTO PARTS CO (575):					1,145.20		
RANGE OFFICE SUPPLY (580)							
267766	1	Invoice	LIBRARY SUPPLIES	03/04/2024	31.56	03/24	211-45500-200
Total RANGE OFFICE SUPPLY (580):					31.56		
RINERSON, TERAH (599)							
2/22/2024	1	Invoice	Boot allowance	02/22/2024	209.95	03/24	602-49480-418
Total RINERSON, TERAH (599):					209.95		
RMB ENVIRONMENTAL LABORATORIES (602)							
H013727	1	Invoice	Influent/Effluent WTP testing	03/07/2024	294.69	03/24	602-49480-438
H013776	1	Invoice	Influent/Effluent WTP testing	03/07/2024	78.38	03/24	602-49480-438
H013790	1	Invoice	Influent/Effluent WTP testing	03/14/2024	196.46	03/24	602-49480-438
H013792	1	Invoice	Influent/Effluent WTP testing	03/15/2024	186.01	03/24	602-49480-438
H013869	1	Invoice	Influent/Effluent WTP testing	03/15/2024	182.88	03/24	602-49480-438
Total RMB ENVIRONMENTAL LABORATORIES (602):					938.42		
SEH Inc. (623)							
462553	1	Invoice	#177293 2024 City Engineer	03/08/2024	912.50	03/24	602-49480-300
463718	1	Invoice	Project #173620 GILBM Pellet Softening WTP Fin	03/15/2024	137,863.03	03/24	601-49430-303
Total SEH Inc. (623):					138,775.53		
TACONITE TIRE SERVICE (680)							
14043979	1	Invoice	Goodyear Tires	03/05/2024	854.10	03/24	101-43000-221
Total TACONITE TIRE SERVICE (680):					854.10		
TDS METROCOM - MN (685)							
3/22/2024	1	Invoice	800 number	03/22/2024	3.79	03/24	224-45183-321
Total TDS METROCOM - MN (685):					3.79		
TEAM LAB (793)							
40035	1	Invoice	WWTP	03/11/2024	499.50	03/24	602-49480-210
Total TEAM LAB (793):					499.50		
TECHBYTES (686)							
6728	1	Invoice	monthly maintenance	03/15/2024	18.75	03/24	101-41400-300
Total TECHBYTES (686):					18.75		
THE SHERWIN-WILLIAMS CO. (634)							
9055-4	1	Invoice	paint & supplies	02/29/2024	30.48	03/24	601-49510-210
Total THE SHERWIN-WILLIAMS CO. (634):					30.48		
VERIZON WIRELESS (731)							
9957828896	1	Invoice	Act 286632063 - Machine to Machine WTP	02/28/2024	23.15	03/24	601-49430-321
9958191849	1	Invoice	218-410-1566 Gilbert PD	03/02/2024	49.58	03/24	601-49430-321
9958601136	1	Invoice	Machine to Machine WTP	03/08/2024	105.03	03/24	601-49430-321

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Period	GL Account
Total VERIZON WIRELESS (731):					177.76		
VIA ACTUARIAL-VAN IWAARDEN ASSOCIATES (735)							
GBC-2024-0	1	Invoice	audit open report	03/11/2024	17.00	03/24	101-41540-301
Total VIA ACTUARIAL-VAN IWAARDEN ASSOCIATES (735):					17.00		
VISA (739)							
03/01/2024 N	1	Invoice	Cenex-fuel	03/13/2024	114.76	03/24	101-42260-210
3/1/2024	1	Invoice	Clerk Training	03/21/2024	507.34	03/24	101-41110-331
3/1/2024	2	Invoice	Office supplies	03/21/2024	210.52	03/24	101-41400-200
3/1/2024	3	Invoice	PD Gym Supplies	03/21/2024	2,543.32	03/24	101-42110-208
3/1/2024	4	Invoice	PW Office Supplies	03/21/2024	48.99	03/24	101-43000-200
3/1/2024	5	Invoice	Office Lunch	03/21/2024	106.70	03/24	101-41400-430
3/1/2024	6	Invoice	IT Supplies	03/21/2024	14.63	03/24	101-41400-430
3/1/2024	7	Invoice	Election Supplies	03/21/2024	26.98	03/24	101-41410-210
3/1/2024	8	Invoice	Postage	03/21/2024	82.95	03/24	101-41400-210
3/1/2024	9	Invoice	Campground Reservation Line	03/21/2024	294.00	03/24	224-45183-210
3/1/2024 JAR	1	Invoice	PD Clothing Allowance	03/01/2024	229.37	03/24	101-42110-417
3/1/2024 LIB	1	Invoice	Library	03/01/2024	416.69	03/24	211-45500-210
3/1/2024 T. T	1	Invoice	PD Clothing Allowance	03/01/2024	248.60	03/24	101-42110-417
3/1/2024 T. T	2	Invoice	PD TRNG EXPENSE	03/01/2024	181.99	03/24	101-42110-331
3/1/2024 T. T	3	Invoice	pd phone	03/01/2024	707.95	03/24	101-42110-321
3/1/2024 T. T	4	Invoice	PD Operating Supplies	03/01/2024	482.31	03/24	101-42110-210
3/1/2024 T. T	5	Invoice	PD Office Supplies	03/01/2024	12.99	03/24	101-42110-200
3/1/2024 TE	1	Invoice	PD Operating Supplies	03/01/2024	924.53	03/24	101-42110-210
3/1/2024 TE	2	Invoice	PD PHONE	03/01/2024	707.95	03/24	101-42110-321
3/1/2024 TE	3	Invoice	PD Postage	03/01/2024	1.36	03/24	101-42110-210
3/1/2024 TR	1	Invoice	PD Operating Supplies	03/01/2024	175.99	03/24	101-42110-210
3/1/2024 TR	2	Invoice	PD Gym Supplies	03/01/2024	102.53	03/24	101-42110-208
3/1/24 SANIT	1	Invoice	Regional Landfill	03/01/2024	702.02	03/24	602-49480-386
3/1/24 WWT	1	Invoice	WWTP Operating Supplies	03/01/2024	1,019.59	03/24	602-49480-210
3/1/24 WWT	2	Invoice	WTP Operating Supplies	03/01/2024	243.40	03/24	601-49430-210
Total VISA (739):					10,107.46		
Grand Totals:					249,678.64		

Report GL Period Summary

Vendor number hash:	0
Vendor number hash - split:	0
Total number of invoices:	0
Total number of transactions:	0

GL Account	Debit	Credit	Proof
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Report Criteria:

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



West Forty RV Park & Campground
245 Highway 37
PO Box 463
Gilbert, MN 55741

www.westfortyrvpark.com
Email: west40rv@gmail.com
Phone: **218-248-7362**

* for Review/Approval
Per Attorney
Request @ last
Meeting.

Date:

Friday, March 15, 2024

To:

Jill Zallar, Clerk-Treasurer
Tom Smith, Mayor
Gilbert City Council

City Of Gilbert
16 S Broadway Street
PO Box 548
Gilbert, MN 55741

Per recommendation of the City Attorney on March 12, 2024, this letter outlines the terms of agreement between West Forty RV Park and Campground and the City of Gilbert / Sherwood Forest Campground to coordinate firewood orders for the 2024 camping season. The mutual benefit for each party is access to preferred rates offered by Minnesota Firewood of Little Falls, MN as a result of coordinated ordering and delivery at volumes the respective campgrounds would not be able to achieve on their own.

- Minnesota Firewood has offered a rate of \$4.55 per bundle of wood including delivery charges provided that every order be for 20 standard racks.
- Minnesota Firewood will bill each entity separately based on the number of bundles delivered to the respective campgrounds.
- The City of Gilbert and West Forty RV Park and Campground shall be solely responsible for storage of the wood delivered to their respective locations.
- The owner of West Forty RV Park and Campground shall coordinate orders with the designated Park Host for Sherwood Forest. West Forty RV Park and Campground shall be responsible for placing firewood orders upon receiving approval from the Park Host of Sherwood Forest.
- Both campgrounds agree to provide each other with available firewood bundles via trade or purchase without markup in the event of low inventory situations.
- The first order shall be placed for delivery the week of April 29, 2024.

This agreement must be ratified by the City Council and may be amended annually as needed.

If you have any questions or need clarification, please contact me directly.

Regards,

Paul Skrbec

West Forty RV Park and Campground
245 Highway 37
PO Box 463
Gilbert, MN 55741

west40rv@gmail.com | 404-718-9967 cell | 218-248-7362 campground office

City of Gilbert
Request for City Council Action

Date: March 26, 2024

Issue: Approve Clerk Resignation

Background: Clerk Treasurer, Jill Zallar, has submitted a resignation with her last day being April 12, 2024.

Council Action: Council approval is requested for the resignation. The council may designate a properly qualified person to perform the duties during absences or disability or while the office is vacant.

City of Gilbert
PO Box 548
Gilbert, MN. 55741-0548
Telephone: (218) 748-6933
Fax: (218) 748-2234

February 27, 2024

Mayor Smith and Council Members
City of Gilbert
16 Broadway Street South
Gilbert, MN 55741

Dear Council,

I respectfully submit my resignation from the City of Gilbert as Clerk-Treasurer, effective March 15, 2024 - now extended to April 12, 2024.

It has been particularly gratifying to work with each and everyone of you and I see great potential for the City of Gilbert.

With that said, given the continued blame by the AFSCME union representative for issues the city clerk does not control, and the undermining of my position by Marion DeLage - both of which I do not see resolving in the near future- I have determined it is my time to move on in my career.

It is very disturbing, given the fact that the Clerk's office is supposed to abide by data practice rules, that the clerk, councilors, mayors, residents, and board commission members cannot openly speak, strategize, or even discuss city policies in their offering of suggestions, solutions, or opinions without fear of words being twisted, have half truths spread with an employee running to the union creating animosity between union employees and the city offices.

I wish the City of Gilbert the best of luck in the future.

Sincerely,


Jill Zallar

City of Gilbert
Request for City Council Action

Date: March 26, 2024

Issue: A Portion of Pleasant Street, to be vacated – 2nd Reading & vote

Background: Sec 12.07 of the City of Gilbert Charter for the Vacation of Streets. “The council may by ordinance approved by 4/5 of its members vacate any street, avenues, alleys or other public way and easements thereof within the city. Such vacation may be made only after published notice and an opportunity for affected property owners and the public to be heard, and upon further terms and by such procedure as the Council ordinance may prescribe. A notice of completion of such proceedings shall be filed with the proper county officers in accordance with the law.”

Copy of a new City of Gilbert Ordinance is ready for its first reading.

- introduced – January 09, 2024
- first reading – January 23, 2024
- second reading – March 26, 2024
 - followed by a vote and it is either adopted or not.
- Published – on or before March 29, 2024
- Effective Date – April 29, 2024

Council Action: Council is requested to conduct its first reading of the Ordinance.

CITY ORDINANCE
NO. _____
CITY OF GILBERT

BE IT ORDAINED by the City Council of the City of Gilbert, Minnesota as follows:

WHEREAS, a portion of Pleasant Street, legally described as follows, to-wit:

That part of Pleasant Street, as platted and dedicated in SECOND ADDITION TO GILBERT, according to the recorded plat thereof, St. Louis County, Minnesota, lying northerly of the northerly right of way of State Highway No. 135

Sketch and description attached hereto for illustrative purposes.

shall be vacated pursuant to Gilbert City Charter Section 12.07 as follows:

Sec. 12.07. Vacation of Streets. The Council may by ordinance approved by 4/5 of its members vacate any streets, avenues, alleys or other public way and easements thereof within the city. Such vacation may be made only after published notice and an opportunity for affected property owners and public to be heard, and upon further terms and by such procedure as the Council by ordinance may prescribe. A notice of completion of such proceedings shall be filed with the proper county officers in accordance with law.

All other provisions of Gilbert City Charter Section 12.07 shall remain as currently in existence and not amended except as specifically identified herein and said amendment shall be effective immediately upon its passage.

Moved by _____ and seconded by _____ that the foregoing ordinance be adopted.

Voting Yes:

Voting No:

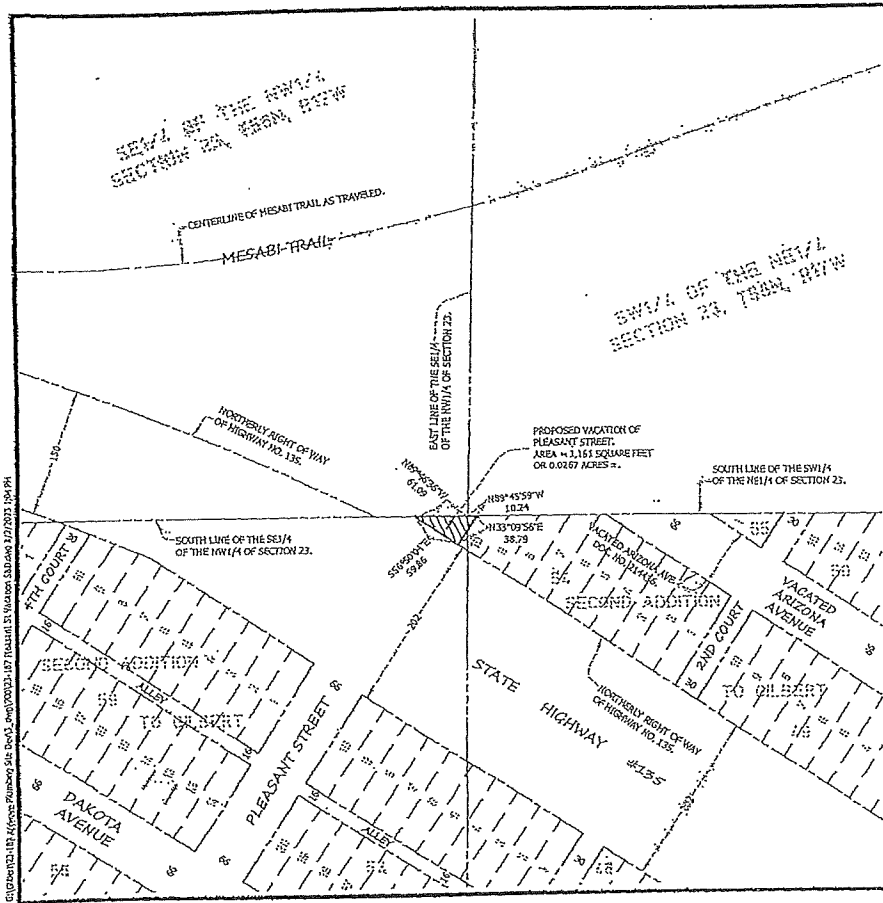
Absent:

Ordinance declared adopted this _____ day of _____, 2024

Thomas M. Smith, Mayor

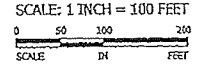
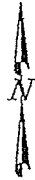
ATTEST:

Jill Zallar, City Clerk



VACATION DESCRIPTION:

That part of Pleasant Street, as platted and dedicated in SECOND ADDITION TO GILBERT, according to the recorded plat thereof, St. Louis County, Minnesota, lying northwesterly of the northerly right-of-way of State Highway No. 135.



SURVEYOR NOTES:

Orientation of the bearing system is based on the south line of the SE 1/4 of the NW 1/4 of Section 23, T88N, R17W, to have a bearing of N 89°46'26\"/>

Area of the vacation is 1,161 square feet or 0.0267 acres ±.

Denotes right-of-way to be vacated.

CERTIFICATION:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signed this 1st day of August, 2013 for JPI Engineering, Inc.

 Randy H. Hovick, PLS License Number 21401



Engineering
Land Surveying
Site Development

JPI ENGINEERING, INC.
425 Grant Street
Hudson, MN 55746
(218) 262-5328

\$670 per Truck Hwy
Daily, MN 55311
(218) 220-6219

www.jpierg.com

SKETCH & DESCRIPTION

For: City of Gilbert
Gilbert, Minnesota

Part of Section 23, Township 56 North, Range 17 West, St. Louis County, Minnesota.

SURVEY BY:	AGJ
DRAWN BY:	AGJ
DESIGNED BY:	
APPROVED BY:	RHH
DATE:	8/1/2013
PROJECT NUMBER:	23-187
SHEET NUMBER:	
1 OF 1	

Jill Zallar

From: Daniels, Peter <peter.daniels@stantec.com>
Sent: Monday, March 18, 2024 2:18 PM
To: Jill Zallar; Sam Lautigar
Cc: Greg Szypulski; Friel, John
Subject: Gilbert WWTF - Change Order 26
Attachments: Gilbert CO 26 (signed).pdf

This message was sent from outside of the organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Jill and Sam,

See attached for documentation for Change Order 25 for the Gilbert WWTF project. This change order does not include any new work that has not already been discussed. It updates the Magney construction contract cost and schedule to reflect the current conditions.

The attached document has been signed by Stantec and Magney. Upon City Council approval, please sign the attached document and return to me.

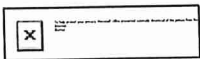
Also – I have been talking with Sam about putting together an email that summarizes the remaining items for the project, in order to get the entire project closed out (both Stantec and Magney contracts). We will be putting that information together and getting it to you this week.

Let me know if you have any questions or need anything else. Thanks.

Peter Daniels PE (AL, GA, IA, IL, KY, MA, MN, ND, NE, PA, SD, VA, WI)
Principal Wastewater Engineer

Direct: (612) 712-2049
Cell: (763) 218-3023
peter.daniels@stantec.com

Stantec
733 Marquette Avenue Suite 1000
Minneapolis MN 55402-2314



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Please consider the environment before printing this email.

To: City of Gilbert

From: Peter Daniels, PE

File: 193803690

Date: March 8, 2024

Reference: Change Order No. 26 – Wastewater Treatment Facility Improvements

Background

Attached to this memo is Change Order No. 26 for the Wastewater Treatment Facility Improvements Project. This change order covers the items listed below. The purpose of the change order is to update the project Contract Price to reflect actual work completed.

A description of the work covered under this change order is described below. Supporting documentation from the contractor is attached.

Item #1 (RFP No. 38BR)

- Description: This item covers the cost of the recent work performed for the decant improvements in the Sludge Storage Tanks 3 and 4. Infrastructure was added to the tanks to provide improved decant ability. Structural steel framing, piping, and piping supports were added to accommodate submersible decant pumps that will be used. The cost of this item is \$28,583.55. This has already been invoiced to the City, in Magney Pay Application 45. The majority of the work on this item is complete, however, Magney will have one final invoice for the remaining work to install the davit crane bases and cranes themselves. Those items had a long lead time and had not been delivered at the time they had completed the earlier work.

Cost Sharing: Stantec will contribute 25 percent of this item. A breakdown is shown below. This was also presented in Pay Application 45 that has already been approved (and paid) by the City.

- Total Cost: \$28,583.55
- Total City Cost: \$21,437.66
- Total Stantec Cost: \$7,145.89

Item #2 (No RFP No.)

- Description: This item covers the deduction for the remaining cost of the controls allowance in Change Order #19, which was the MBR Replacement Construction. The original Magney contract included an allowance of up to \$10,000 to cover controls work to be completed by Total Control Systems. However, only \$4,265.73 was used. This change order credits the deduct to the contract price.

Cost Sharing: No reimbursement is needed as the City or Stantec did not pay this remaining cost. \$5,734.27 will be deducted from the revised contract amount.

Item #3 (RFP No. 38AR)

- Description: This item covers the deduction for the remaining cost of the work to add weights to the decant arms in Sludge Tanks 1 and 2A. Change Order #21 included an item to add weights to the decant arms in Sludge Storage Tanks 1 and 2A. The cost of this item was estimated to be \$7,892.43. After further discussion and investigation, a different solution was identified, which involves replacing the swivel joints in the tanks. The work originally proposed in Change Order #21 will not be performed.

March 8, 2024

City of Gilbert

Page 2 of 2

Reference: Change Order No. 26 – Wastewater Treatment Facility Improvements

Cost Sharing: No reimbursement is needed as the City or Stantec did not pay this remaining cost. \$6,907.37 will be deducted from the revised contract amount.

Schedule

This change order also updates the contract Final Completion date to reflect the current work status. The Final Completion date has been updated to April 30, 2024. It is anticipated that the Magney construction contract will be closed out at that time.

Summary and Next Steps

A summary of the costs related to the work in this change order is shown below. It is recommended that the City process Change Order No. 26 by signing the change order document attached to this cover memo.

Items	City Share	Stantec Share	Total
Item 1: Sludge Tank #3 and #4 decant pipe/platform	\$21,437.66	\$7,145.89	\$28,583.55
Item 2: Deduct the remaining cost for the electrical control allowance in CO #19	(\$5,734.27)	\$0.00	(\$5,734.27)
Item 3: Deduct the remaining cost to add weight to sludge tank decant arms in CO #21	\$0.00	(\$6,907.37)	(\$6,907.37)
Total to be added to the Revised Contract Amount	NA	NA	\$15,941.91

Please contact Peter Daniels if there are any questions.



Owner: City of Gilbert, 16 South Broadway Avenue, Gilbert, MN 55741	Date	20-Feb-24
Contractor: Magney Construction, Inc. 1401 Park Road, Chanhassen, MN 55317		
Bond Company: Fidelity and Deposit Company of Maryland, 1299 Zurich Way, Schaumburg, IL 60196		Bond No: 9283643

CHANGE ORDER NO. 26
WASTEWATER TREATMENT FACILITY IMPROVEMENTS
STANTEC FILE NO. 193803690

Description of Work

This Change Order provides for the following adjustments.

No.	Item	Unit	Quantity	Unit Price	Total Amount
1	Sludge Tank #3 and #4 decant pipe/platform	LS	1	\$28,583.55	\$28,583.55
2	Deduct the remaining cost for the electrical control allowance in CO #19	LS	1	(\$5,734.27)	(\$5,734.27)
3	Deduct the remaining cost to add weight to sludge tank decant arms in CO #21	LS	1	(\$6,907.37)	(\$6,907.37)
TOTAL CHANGE ORDER:					\$15,941.91

Original Contract Amount	\$8,035,500.00
Previous Change Orders	\$833,110.04
This Change Order	\$15,941.91
Revised Contract Amount (including this change order)	\$8,884,551.95

CHANGE IN CONTRACT TIMES

Original Contract Times:

MBR Milestone Date (days or date):	October 31, 2019
Substantial Completion (days or date):	September 1, 2020
Ready for final Payment (days or date):	October 1, 2020

Increase of this Change Order:

MBR Milestone Date (days or date):	0 days
Substantial Completion (days or date):	0 days
Ready for final Payment (days or date):	April 30, 2024

Contract Time with all approved Change Orders:

MBR Milestone Date (days or date):	November 27, 2019
Substantial Completion (days or date):	November 2, 2020
Ready for final Payment (days or date):	April 30, 2024

Recommended by Engineer:

STANTEC

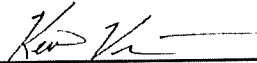


March 8, 2024

Date

Approved by Contractor:

MAGNEY CONSTRUCTION, INC.



Kevin Vranicar - Vice President

3/18/2024

Date

Approved by Owner:

CITY OF GILBERT

Date

City of Gilbert
Request for City Council Action

Date: March 26, 2024
Issue: Street Dance Request
Background: See attached letter
Council Action: Council Action is Requested

RECEIVED

MAR 11 2024

CITY OF GILBERT

March 6, 2024

City of Gilbert
PO Box 548
Gilbert, MN 55741

Attn: Gilbert City Council

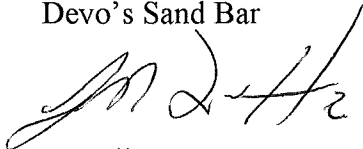
The South side bar owners – Devo's Sand Bar, The Dugout and Downtown Bar – would like to host a Street Dance on Friday, July 5, 2024 as part of the 4th of July activities in Gilbert. We would like to request Council approval to have Broadway Street closed as in the past.

Thank you for your time and consideration.

Sincerely,



Todd Devich
Devo's Sand Bar



Jon Liimatta
The Dugout



Bruce Reinarz
Downtown Bar

City of Gilbert
Request for City Council Action

Date: March 26, 2024

Issue: Skenzich Arena Fee for Crawl for the Cure weekend July 17 to the 21st of
2024

Background: Request to reserve the Skenzich Arena and to set rental fee for the Crawl
for the Cure.

Council Action: Council action is requested

City of Gilbert
Request for City Council Action

Date: March 26, 2024

Issue: PW Requests

Background: **Public works requests**

- Summer Hire
- Spring Dumpster dates
- Alley Pickup dates
- Parkson Quote
- Ore Be Gone Request for property access (driveway)

Council Action: Council Action is Requested

City of Gilbert
Request for City Council Action

Date: March 26, 2024

Issue: Accept Library donation/contributions

Background: Acknowledge and accept the two donations on behalf of the City Library.
**Please see attached Resolution 2024-11*

Council Action: Council is requested to accept this donation

**CITY OF GILBERT
RESOLUTION NO. 2024-11**

RESOLUTION ACCEPTING DONATIONS

WHEREAS, the City of Gilbert is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Mary Russo Memorial Fund -Grant To purchase adult fiction, historical fiction for library	\$1,265.69
Leona Olson Gifford Fund -Grant For establishment, maintenance and expansion costs associated with automation for the library.	\$6,144.95

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GILBERT, MINNESOTA, AS FOLLOWS:

1. The donation described above is accepted for the Gilbert Public Library.
2. The city clerk is hereby directed to issue a receipt to the donor acknowledging the city's receipt of the donor's contribution.

Adopted by the City Council of the City of Gilbert on March 26, 2024.

Approved:

Tom Smith, Mayor

Attested:

Jill Zallar, City Clerk/Treasurer

We are pleased to present a check from the Saint Paul & Minnesota Foundation.

Fund name:	Mary Russo Memorial Fund
Payment amount:	\$1,265.69
Purpose:	to purchase adult fiction, especially historical fiction, for the Gilbert Public Library
Special instructions:	
Grant tracking ID:	750085

A tax receipt is not necessary for this payment.

By accepting this grant, your organization agrees to accept the following conditions:

1. This grant will be used in full and solely for the explicit purpose identified above. Your organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.
2. Your organization acknowledges that this grant is not intended to fulfill a pre-existing pledge and that no individual will receive any goods, services, or other private benefit as a result of this grant.
3. These grant funds will not be used for any political campaign, or to support attempts to influence legislation of any governmental body other than through making available the results of nonpartisan analysis, study, and research.

If for any reason this grant is not used in full for the intended purpose, please contact the Foundation to discuss options. The Foundation reserves the right to request these funds be promptly returned if the Foundation determines that your organization has not performed in accordance with the conditions outlined above.

If you have any questions regarding this grant, please call 651.224.5463.

*Library contribution
21-34601*

Saint Paul & Minnesota Foundation
101 Fifth Street East, Suite 2400
St. Paul, MN 55101
651.224.5463

US Bank
P O Box 1800
Saint Paul, MN 55101-0800

0168575

DATE 3/13/2024

PAY One Thousand Two Hundred Sixty-Five Dollars and 69 Cents *****

\$****1,265.69**

DOLLARS

To
The
Order
Of
City of Gilbert
16 South Broadway
P.O. Box 548
Gilbert, MN 55741

Eric J. Jolly

We are pleased to present a check from the Saint Paul & Minnesota Foundation.

Fund name:	Leona Olson Gifford Fund
Payment amount:	\$6,144.95
Purpose:	for the establishment, maintenance and expansion costs associated with automation for the Gilbert Public Library
Special instructions:	
Grant tracking ID:	750075

A tax receipt is not necessary for this payment.

By accepting this grant, your organization agrees to accept the following conditions:

1. This grant will be used in full and solely for the explicit purpose identified above. Your organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.
2. Your organization acknowledges that this grant is not intended to fulfill a pre-existing pledge and that no individual will receive any goods, services, or other private benefit as a result of this grant.
3. These grant funds will not be used for any political campaign, or to support attempts to influence legislation of any governmental body other than through making available the results of nonpartisan analysis, study, and research.

If for any reason this grant is not used in full for the intended purpose, please contact the Foundation to discuss options. The Foundation reserves the right to request these funds be promptly returned if the Foundation determines that your organization has not performed in accordance with the conditions outlined above.

If you have any questions regarding this grant, please call 651.224.5463.

*Contribution
211-34601*

Saint Paul & Minnesota Foundation

101 Fifth Street East, Suite 2400
St. Paul, MN 55101
651.224.5463

US Bank
P O Box 1800
Saint Paul, MN 55101-0800

0168574

DATE 3/13/2024

PAY Six Thousand One Hundred Forty-Four Dollars and 95 Cents *****

\$**6,144.95****

DOLLARS

To
The
Order
Of
City of Gilbert
16 South Broadway
P.O. Box 548
Gilbert, MN 55741

Eric J. Jolly

218-748-2232

RECEIVED

INSTRUCTION SHEET – APPLICATION FOR LAND USE PERMIT – CITY OF GILBERT, MN

MAR 08 2024

CITY OF GILBERT

A COPY OF A CERTIFIED SITE SURVEY IS HIGHLY RECOMMENDED WITH ALL PERMITS. The Planning & Zoning Department may request that you get a certified site survey if they deem it necessary for the proper enforcement of the Zoning Code. The application for a land use permit must be carefully completed according to the following instructions. Incomplete applications will be returned to the applicant. Please print or type. Return completed application to the City Clerk's office with appropriate fee. Application will not be processed until fee is paid.

ITEM 1. APPLICANT/OWNER

Enter the name, address and telephone number of the applicant/owner.

SEE ATTACHED.

ITEM 2. CONTRACTOR'S NAME

Enter the name, address and telephone number of contractor (if applicable).

A-1 Fence Co. PO Box 97, Carlton MN 55718

ITEM 3. LEGAL DESCRIPTION

218-727-2567

Enter complete legal description of the property as it is given on the title or tax statement.

ITEM 4. BUILDING DESCRIPTION

Indicate if the building is new or an addition. Indicate dimensions and square footage of house, garage, or addition.

ATTACHED PROPOSALS

ITEM 5. PROPOSED LAND USE

Describe proposed land use of your property. FENCE ON EXISTING HOMESTEAD PROPERTY.

ITEM 6. TOTAL COST OF IMPROVEMENT

Indicate total cost of all aspects of the improvement. SEE ATTACHED

ITEM 7. SETBACKS

Indicate proposed setbacks for all structures from property lines.

SEE ATTACHED

ITEM 8. SIGNATURE OF APPLICANT

Sign and date.

ITEM 9. FEE

Fee can be paid at Clerk's office, City Hall, Gilbert, Minnesota.

CITY OF GILBERT
16 SOUTH BROADWAY ST
GILBERT MN 55741

218-748-2232

(WHEN APPROVED, A COPY OF THE PERMIT WILL BE MAILED TO INDICATED IN ITEM 1.)

Receipt No: 1.068315

Mar 8, 2024

ITEM 10. SITE PLAN

The intent of this sketch is to graphically illustrate the information. Please use the attached graph paper for your sketch. All information on your sketch. Label all distances and dimensions as measured in sketch attached to this instruction sheet. Include the following information:

1. Show the size and shape of your property. Dimension all property distances.
2. Show the location of the proposed structures or additions in your sketch. Show distances from your property line to nearest portion of property.
3. Show the dimensions of your proposed structure or addition.
4. Show the approximate location of all other structures on your property (garage, shed, etc.).

Grahek, Betsy

LAND USE PERMITS
LAND USE PERMIT

20.00

Total:

20.00

CHECKS/MONEY ORDERS

Check No: 13544

20.00

Payor:

Grahek, Betsy

Total Applied:

20.00

Change Tendered:

.00

PERMIT NUMBER 24-01

APPLICATION FOR LAND USE

A copy of a certified site survey is highly recommended with all permits.

City of Gilbert – Box 548 – Gilbert, MN 55741

1. APPLICANT/OWNER ADDRESS TELEPHONE
BETSY GRAHEK 204 ORE BE GONE DR. 612-644-7836

2. CONTRACTOR'S NAME ADDRESS TELEPHONE
A-1 FENCE CO. PO BOX 97 CARLTON MN 55718 218-727-2567

3. LEGAL DESCRIPTION:
ADDITION ORE BE GONE (FIRST) BLOCK 1 LOT(S) Lot 4
PARCEL ID NUMBER 060-0111-00040

4. BUILDING DESCRIPTION:
NEW ADDITION OTHER X FENCE: black vinyl
HOUSE GARAGE COMMERCIAL coated chain link

5. PROPOSED LAND USE:
Fencing Added to existing home/YARD

6. TOTAL COST OF IMPROVEMENT:
\$ Proposal 1 \$4180⁷²
Proposal 2: 2498⁸⁶

7. SETBACKS:
FRONT 59ft REAR 21ft SIDE W 41ft SIDE E 42ft

8. SIGNATURE OF APPLICANT: Betsy Grahek DATE MARCH 7, 2024

9. FEE \$ 20.00 DATE 3-8-24 CLERK J. J. [Signature]

WHEN APPROVED (IN THIS SPACE) THIS IS YOUR PERMIT

ZONING ADMINISTRATOR _____ DATE _____

PERMIT EXPIRES IF WORK IS NOT STARTED WITHIN ONE YEAR FROM DATE APPROVED

CERTIFICATE OF COMPLETION

HAVING INSPECTED THE ABOVE NAMED PREMISES TO DETERMINE THAT THE LAND USE HAS BEEN UNDERTAKEN IN COMPLIANCE WITH THE ABOVE APPLICATION AND IN CONFORMITY WITH THE ZONING ORDINANCE AND OTHER PERTINENT ORDINANCES, PERMIT AUTHORIZING USE OF PROPERTY FOR THE PURPOSE LISTED IS GRANTED.

ZONING ADMINISTRATOR _____ DATE _____

public streets. No area used by motor vehicles other than driveways serving as ingress and egress to the commercial site shall be located within the public street right-of-way. All driveways to or from public streets shall be subject to the following restrictions:

(a) *Driveway widths; measurement between roadway edges.*

<i>Type</i>	<i>Maximum Feet</i>	<i>Minimum Feet</i>
One-way	18	12
Two-way	23	22

(b) *Minimum driveway angle to street.* Thirty degrees when street is one-way or divided; otherwise 60 degrees;

(c) *Minimum distance between driveways.* Twenty feet between roadway edges measured along street curb line; and

(d) *Minimum distance of driveway from street intersections, measured along street curb line between nearest driveway edge and intersecting street curb line.*

<i>If the driveway enters a street classified as a</i>	<i>and the intersecting street is classified as a</i>	<i>and the driveway enters a lane approaching or leaving the intersection</i>	
		<i>Approaching</i>	<i>Leaving*</i>
Minor street	Minor street, collector street, or minor arterial	15 feet	15 feet
	Major Arterial	20 feet	15 feet
Collector street	Minor street	20 feet	15 feet
	Collector, minor arterial	25 feet	15 feet
	Major arterial	35 feet	20 feet
Major arterial	Minor street	20 feet	15 feet
	Collector, minor arterial	25 feet	15 feet
	Major arterial	40 feet	20 feet

NOTES TO TABLE:

* - Minimum distance to be the same as that specified for approaching lane if left turns are permitted into or out of driveway.

(G) *General regulations.* Additional regulations applicable to the C District are set forth in §§ 152.040 through 152.050.

(1985 Code, § 11.08) (Ord. passed 10-26-1993) Penalty, see § 10.99

**APPENDIX A: TABULATION OF DISTRICT PROVISIONS
AND DIMENSIONAL REQUIREMENTS**

<i>Requirement</i>	<i>R-1 District</i>	<i>R-2 District</i>
<i>Building Heights (Maximum):</i>		
Allowable stories	2-1/2 or 35 feet	2-1/2 or 35 feet
Maximum height in feet, principal structure	35 feet	35 feet
Maximum height in feet, accessory structure	15 feet	15 feet
<i>Lot Area Requirements:</i>		
Required minimum total lot area	9,000 square feet, public sewer	6,000 square feet, public sewer
	1 acre (43,560 square feet), private sewer	1 acre (43,560 square feet), private sewer
Required minimum lot area per dwelling unit	First unit - 9,000 square feet, public sewer	First unit - 1 acre (43,560 square feet), private sewer
	Each additional unit - 2,000 square feet, public sewer	Each additional unit - 1/4 acre (10,890 square feet), private sewer
	First unit - 1 acre (43,560 square feet), private sewer	First unit - 6,000 square feet, public sewer
	Each additional unit - 1/4 acre (10,890 square feet), private sewer	Each additional unit - 2,000 square feet, public sewer
Lot width at building line (minimum frontage)	75 feet	50 feet
Lot depth (minimum)	120 feet	120 feet
Allowable percentage of lot coverage (all structures)	35%	50%
<i>Yard Setbacks (Minimum Requirements):</i>		
Front: building line to street line	20 feet	25 feet
Side: building line to lot line (minimum 5-foot separation from principal structure is required)	10 feet	8 feet
Rear: building line to lot line	40 feet	35 feet
Rear: detached accessory structures	5-foot setback required where alley accessory exists; 2-1/2 all other cases	Same as R-1
Corner: building line to either street line of intersecting streets	Front yard setback required for both yards abutting streets	Front yard setback required for both yards abutting streets

Gilbert - Land Usage

<i>Requirement</i>	<i>R-1 District</i>	<i>R-2 District</i>
Setbacks from district boundary	Not applicable	Not applicable
<i>Special District Requirements:</i>	Not applicable	Not applicable

<i>Requirement</i>	<i>C District</i>	<i>M-1 District</i>	<i>M-2 District</i>	<i>P District</i>
<i>Building Heights (Maximum):</i>				
Allowable stories	3	4	Not applicable	2-1/2
Maximum height in feet, principal structure	40 feet	45 feet	-	35 feet
Maximum height in feet, accessory structure	40 feet	45 feet	-	15 feet
<i>Lot Area Requirements:</i>				
Required minimum total lot area	Not applicable	15,000 square feet, public sewer; 1 acre, private sewer	Not applicable	Not applicable
Required minimum lot area per dwelling	Not applicable	Not applicable	Not applicable	Not applicable
Lot width at building line (minimum frontage)	Not applicable	100 feet	Not applicable	Not applicable
Lot depth (minimum)	Not applicable	120 feet	Not applicable	Not applicable
Allowable percentage of lot coverage (all structures)	75%	60%	Not applicable	20%
<i>Yard Setbacks (Minimum Requirements):</i>				
Front: building line to street line	None required	35 feet	Not applicable	25 feet
Side: building line to lot line (Minimum 5-foot separation from principal structure is required)	None required	25 feet	Not applicable	10 feet/encl.
Rear: building line to lot line	20 feet	20 feet	Not applicable	10 feet
Detached accessory structures	5 feet	5 feet	Not applicable	5 feet

<i>Requirement</i>	<i>C District</i>	<i>M-1 District</i>	<i>M-2 District</i>	<i>P District</i>
Corner: building line to either street line of intersecting streets	None required	25 feet	Not applicable	25 feet
Setbacks from district boundary	20 feet	50 feet	200 feet	25 feet
<i>Special District Requirements:</i>	§ 152.025	§ 152.026	§ 152.027	Not applicable

NOTES TO TABLE:

For the C Commercial District located adjacent to, and on the north side of, State Highway 135, the minimum yard setbacks for front yards shall be 35 feet and the side yards shall be 25 feet.

(1985 Code, § 11.12) Penalty, see § 10.99



Mail contracts & payments to: P.O.Box 97 Carlton, MN, 55718

PROPOSAL/CONTRACT

Page 1 of 2
03/04/2024

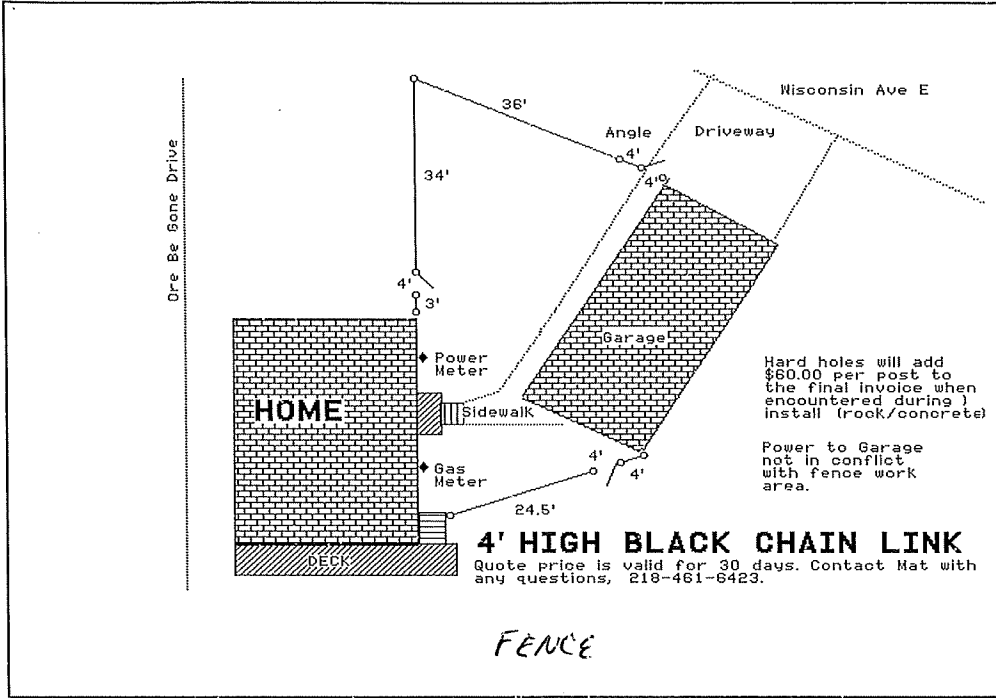
Customer Information:

Betsy Grahek
204 Ore Be Gone Drive
Gilbert, MN, 55741,
egrahek@mediacombb.net

Job Information:

Betsy Grahek
612-644-7836
204 Ore Be Gone Drive
Gilbert, MN, 55741

Proposal 1



TERRAIN:

- Level
- Hilly or Steep
Slope by sidewalk
- Rocky
- Asphalt or Concrete
Concrete Sidewalk 1 Post
- Private Locate
- Other: _____
- _____

OTHER OPTIONS:

- Remove Fence
- Trees or Bushes
- Other: _____
- _____
- _____

Notes:

117.5' - 4' High Black Vinyl Coated Chain Link Fencing
2" terminal posts
1 5/8" line posts
1 3/8" top rail
8 gauge black vinyl coated chain link
4' wide welded frame walk gate - Qty 3
All posts driven to a 4' depth; Includes 1 gate post hard hole through concrete sidewalk.

Terms:

Contract Amount: \$ 4180.92
Total Sales Tax: \$ _____
Total Contract Amount: \$ 4180.92
Down Payment: \$ _____
Balance Due: \$ 4180.92

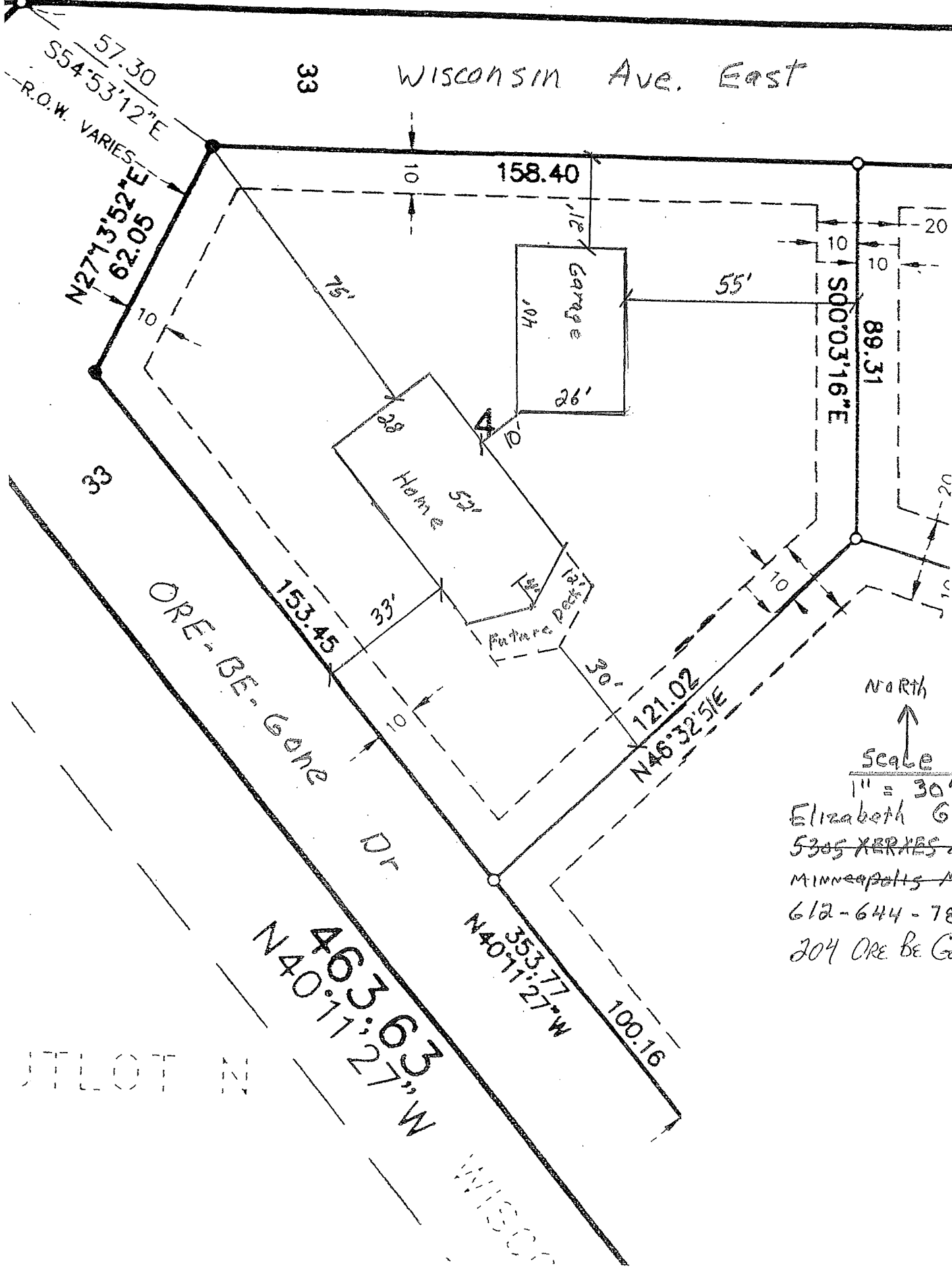
Approved & Accepted for Customer:

Customer Date

Customer Date

Accepted for A-1 FENCE CO.:

Mathew Rathe 03-04-2024
Salesperson Date



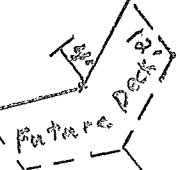
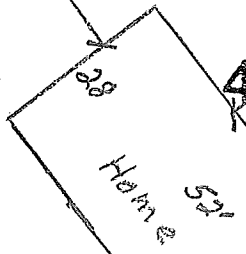
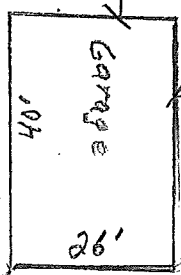
33

WISCONSIN Ave. East

57.30
S54°53'12"E
R.O.W. VARIES

158.40

N27°13'52"E
62.05



ORE-BE-GONE Dr

153.45

121.02
N48°32'51"E

463.63
N40°11'27"W

353.77
N40°11'27"W

100.16

NORTH

Scale

1" = 30'

Elizabeth Grahek
5305 XERRAS AVE. S
MINNEAPOLIS MN 55410
612-644-7836
204 ORE BE GONE DR.

LOT N