

City of Gilbert  
Minutes of Regular City Council Meeting  
Wednesday, August 14, 2024  
Council Chambers

Councilor Joe Pulles called the meeting to order at 6:00P.M.

Quorum determined.

Present: Councilors Pontinen, Skenzich, Heitzman, Interim Clerk/Treasurer Mike Skrbich, Attorney Colleen Kosluchar for Bryan Lindsay, Police Chief Ty Techar, Campground Host Wendy Flannigan and Public Works Director Sam Lautigar

Absent with notice: Mayor Tom Smith

Councilor Pulles led the audience in the Pledge of Allegiance

**Approve Consent Agenda:**

City Council Minutes

- July 23, 2024 City Council Planning Session Minutes
- July 23, 2024 City Council Regular Meeting Minutes

Boards and Commissions Minutes

- Planning & Zoning Commission minutes
- Library Board Meeting minutes
- Cemetery Board Meeting minutes

Invoices from Previously Approved Projects

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

- Check register 7/24/2024 - 8/9/2024

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

**Public Participation:**

Ben Crosby, Gilbert resident, introduced himself to the council and public. Crosby is running for Gilbert mayor as a write-in candidate. He has a Facebook page for anyone interested in learning more about him.

**Reports – Mayor & Council**

**Mayor Smith:** Not present.

**Councilor Pontinen:** Nothing to report at this time.

**Councilor Heitzman:** Nothing to report at this time.

**Councilor Pulles:** Thanked the Voting committee for dedicating their time for the election.

**Councilor Skenzich:** Nothing to report at this time.

**Reports – Staff, Boards & Commissions**

**Fire Chief Kwiakowski:** Not present.

**City Attorney Colleen Kosluchar:** working on legal requirements of land that was donated for ATV trails. There will be a need for a parcel split. Kosluchar asked the council to make a motion to give them permission to work on the parcel split.

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**Motion** by Heitzman, seconded by Pontinen to approve Trenti Law Firm to go forward with the parcel split process. MCU

**Police Chief Ty Techar:** FEMA requested to use the community center for a temporary headquarters for their workers to work with area communities after the flooding. However, they were looking at not paying anything, including for janitorial work. At this time, they are set up at the County garage training center. Gilbert Community Center will be the second choice if another location is needed.

**Public Works Operations Director Sam Lautigar:** Flushing hydrants starting today. Please run water if you see any discoloration. The scheduled power outage went well. Minnesota Power was able to get the work done in a few hours.

**Campground Host Wendy Flannigan:** Presented a Good Sam quote and ad for the next year. In 2023, there were 4 bookings through Good Sam. This year we have had 172 bookings through Good Sam so far.

**Motion** by Heitzman, seconded by Skenzich to approve advertising with Good Sam again. MCU

Game Time is offering a matching grant for playground equipment. Flannigan presented information to support the grant paperwork.

Some discussion took place on making some more tent areas for camping.

**Motion** by Skenzich, seconded by Heitzman to approve Flannigan to open the overflow sites for Rock Rash (in October). MCU

**Interim Clerk/Treasurer Skrbich:** No report at this time.

**Old Business:**

- Personnel Committee meeting is Monday, August 26<sup>th</sup> at 6p.m.

**New Business:**

City Engineer, Matt Reid, from S.E.H. stated they have been working on coming up with a scope for a capitol improvement plan that they can start putting together. Reid presented the council with a variety of improvement projects.

**Motion** by Skenzich, seconded by Heitzman to accept the agreement for professional services from S.E.H. Engineering. MCU

**Motion** by Skenzich, seconded by Heitzman to declare 1983 Ladder Fire Truck as surplus property. MCU

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**Motion** by Heitzman, seconded by Skenzich to put the 1983 Ladder Fire Truck on Do Bid.com. MCU

**Motion** by Skenzich, seconded by Pontinen to accept the ABDO Accounting proposal. MCU

**Motion** by Heitzman, seconded by Pontinen to accept the police camera proposal. MCU

Miscellaneous:

**Motion** by Heitzman, seconded by Skenzich to adjourn meeting at 6:43PM. MCU

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

ATTEST:

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Mike Skrbich, Interim Clerk/Administrator

\_\_\_\_\_  
Thomas Smith, Mayor/Acting Mayor Joe Pulles