

**CITY OF GILBERT**  
**CITY COUNCIL WORKING SESSION**  
**Tuesday, April 28, 2026**  
**5:00 P.M.**

**MEMBERS' PRESENT:** Mayor Oberstar, Jr.; Councilors: Vertachnik, Redepenning, Skrbec, Pontinen; Deputy Clerk Lorey and Admin. Assistant DeLage

**CALL TO ORDER** 5:01pm

**REVIEW OF MINUTES**

1. **Rentals – short term & long term** – Councilor Skrbec – scratch for now.
2. **Fireworks application** – J&M Displays, Inc. for 3<sup>rd</sup> of July fireworks – all ok.
3. **Crawl 4 the Cure Gambling Permit** – All ok.
4. **Building Permit** – Northland Small Engine submitted a Building Permit for a pole building – All ok.
5. **Charitable Gambling Ordinance** – Revised for those holding 3 or less raffles a year in Gilbert to be exempt from having a portion of gambling sales go to the City of Gilbert.
6. **Parcel Split** – Paul Thelen – All ok. City approves then the Attorney receives.
7. **Downtown Bar** – The Downtown Bar started construction on a patio/deck before submitting a building permit. A Cease and Desist was ordered until the building permit was approved and the other \$500 was submitted (double permit fee for starting construction prior to permit approval). Discussion took place to approve the permit, with Councilors Vertachnik and Pontinen demanding a state inspection be required. Councilor Skrbec responded that the City does not have anything in place to enforce the request and the city cannot hold someone to that when it's never been done before. Mayor Oberstar, Jr. stated the city would need to make a policy, then impose it, not impose it then make the policy. The council agreed to add a condition of use to have the gate closed during hours of operation and that the fence stay properly maintained.
8. **LELS contract** – PD has not seen their final LELS contract yet. Clerk Lorey has asked the city Attorney several times for it.
9. **AFSCME contract** – need clarity from the Attorney. Mayor Oberstar, Jr. stated we have an agreement already and we are staying with it. Clerk Lorey will reach out to the Attorney and AFSCME Rep. Amanda Metsa, to keep it moving along.
10. **IT Update** - Councilor Redepenning will be in contact with Clerk Lorey for a meeting with Citon/Tusker. Citon will be our new help desk.
11. **Rates for Commercial Garbage** – Water & Light Board recommends a \$10 per user fee to go on top of East Mesabi Sanitations prices.

## 12. Public Works –

**a. Window Estimate** - Councilor Pontinen will follow up with the window contractors for the public works Building.

**b. Repair or replace locator** – Councilor Skrbec stated we should be encouraging to get the locator as it means people are building and it's adding to the property taxes. Councilor Vertachnik is concerned that the City doesn't have the budget to purchase it.

## 13. Campground –

**a. Washer & Dryer** – Operations Director Sam Lautigar is getting quotes. The toilet was changed and water lines were repaired after a break.

Councilor Vertachnik had some concern that a spicket was running for 2 hours at the campground. Counselor Skrbec explained the process of circulating and purging the waterlines. It was mentioned to have Lautigar do this during normal business hours.

**b. Repair or replace locator** – Councilor Skrbec stated we should be encouraging to get the locator as it means people are building and it's adding to the property taxes. Councilor Vertachnik is concerned the City doesn't have the budget to purchase it. More research will be done.

**c. Air filtration & heat in women's restroom** – an estimate will be done on May 6<sup>th</sup>.

**14. Lake Ore Be Gone Sign** – Mike Eliason has offered to make a sign for Lake Ore Be Gone, free of charge. This will be discussed at the Regular Council Meeting.

## 15. 310 Ore Be Gone – David Gavitt –

**a. Transformer placement/easement**– Waiting for update from Attorney Lindsay.

## 16. Administrative –

**a. Organizational Chart for 2026** – moved to Regular Meeting

**b. Audit Update** – Clerk Lorey will check in on May 8<sup>th</sup> for an update.

**c. Accounting/Payroll update** – everything still moving forward ok.

**d. City Clerk Search** – Councilor Skrbec spoke about a company that assists with finding Clerks by recruitment and advertising as well as screening and reviews. The minimum cost is \$26,000. They specialize in Municipal Government. Skrbec recommends going with the full-service plan, stating Biwabik used this service and it was successful.

Councilor Pontinen stated he had called the League of Minnesota Cities and they would provide help, if needed.

**e. Additional Help in office** – looking at getting summer help in the office, according to AFSCME the position can have up to 67 shifts for summer help, \$16/hr.

**Motion** by Vertachnik, seconded by Redepenning to close the Working Session at 6:21PM. MCU

## 17. Adjourn

ATTEST:

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Lynn Lorey, Interim Clerk

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Karl Oberstar Jr., Mayor