City of Gilbert Working Session City Council Meeting Minutes
Tuesday, October 27, 2026, 5:00 p.m.

Gilbert City Hall – Council Chambers
16 S Broadway Street
Gilbert, MN 55741

ATTENDEES

Council Members Present: Mayor Karl Oberstar, Jr.; Councilors Rudy Vertachnik, Paul Skrbec, and Bob Pontinen.

Council Members Absent: Councilor Ryan Redepenning (with notice).

City Staff: Clerk-Treasurer Nancy Sanford;

CITY COUNCIL WORKING SESSION AGENDA

1. MEMBERS PRESENT / CALL TO ORDER

Mayor Karl Oberstar, Jr. called the City Council Working Session to order at 5:00 p.m.

Roll call confirmed four Council members present, and Councilor Redepenning absent with notice.

2. COUNCIL

A. Campground Host/Manager – Revised Offer and Contract
B. Northern Lights Dental – Proposed Land Purchase / Additional Information
C. Fire Department – Brandon Olson Hiring Request
D. UTV Citizen's Complaint
E. Storage Totes at the Community Center (Oberstar)
F. Police Commission – New Police Officer Hiring Request

3. PUBLIC WORKS

A. Community Center Parking Lot – Mesabi Bituminous Quote 10/20/2026
B. Ore Be Gone Point Bituminous Project – Mesabi Bituminous Quote 10/20/2026
C. Upper Michigan Bituminous Project – Mesabi Bituminous Quote 10/20/2026
D. Ground Line Inspection Project – MN Power Replacement/Inspection Quotes
E. Community Center Update
    a. Electrical Equipment Follow up
    b. Punch list update
    c. Minnesota Power Expenses
    d. Change Order and Pay App #9 Approval

F. Drain Tile Public Works Building Quote
G. C&C Winger Sidewalk Quote
H. Community Center – Toilets/Sinks and Floor Maintenance
I. Seasonal Rink Attendants – Authorization to Advertise
J. Skidsteer Tire Replacement Quote
K. Ore Be Gone Access Road and Enterprise Trail Settlement Repairs

4. ADMINISTRATIVE

A. Employee Timesheets Payroll Reports- 9/27/2026-10/10/2026
B. Payment Approval Report
C. Deputy Clerk Recruitment – Job Description, Salary Range and Posting
D. Draft Intended Use Plan (IUP) Lead Service Line Replacement Letter
E. Caselle Payroll Quote
F. Caselle Accounts Receivable Quote
G. CIT Proposal for Domain Transition and Sonicwall Security Renewal
H. Professional Services Agreement Randall Parkhurst IT Services
I. Bothwell Invoice
J. 4M Money Market Fund Account
K. Social Media Policy Discussion

5. FOLLOW-UP FROM PREVIOUS COUNCIL MEETINGS

A. Water and Light Board Water Contract Negotiations

6. ADJOURN

MOTION by Councilor Vertachnik, Seconded Pontinen to adjourn the City Council working session at 6:00 p.m. MCU

Respectfully submitted,

Nancy Sanford, Clerk-Treasurer

Karl Oberstar, Jr., Mayor