

**CHISHOLM CITY COUNCIL
REGULAR MEETING – FEBRUARY 13, 2019**

CALL TO ORDER

Mayor John Champa called the City Council Meeting to order in the City Hall Council Chambers at 5:30 p.m.

ROLL CALL

Present: Council Members Adam Lantz, April Larson, Travis Vake, Jim Varda, and Mayor John Champa
Absent: Council Member Campbell
Also Present: Administrator Bill Manney, City Attorney Bryan Lindsay, Consultant Engineer Jim Johnson, Fire Chief Bob Brown, Police Chief Vern Manner, Recreation Director Tammy Nevalainen and Administrative Assistant Gornick

ADOPT THE AGENDA

Moved by Councilor Lantz and supported by Councilor Vake to adopt the Agenda as presented.
Voting Aye: All Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Lantz attended the Planning & Zoning Re-Organizational meeting and reported their meetings are at 4:00 p.m. on the first Monday of each month. He attended two Economic Development Authority (EDA) meetings, the EDA meetings are the 3rd Monday of each month at 3:30 p.m.

Councilor Larson spoke with Angie Sundquist with the Community Education Program, they are offering Defensive Driving classes with Peter Goman; indoor walking at the Vaughn-Steffensrud school on Tuesdays, Wednesdays and Thursdays; swimming lessons and adult water exercise classes at the Range Center; the Chisholm Fitness Center is open with one day passes for \$5.00 and monthly fees of \$35.00. The Library's Adult Winter Reading Program "Curl Up with a Good Book" began on Monday, February 11th and runs through March 15, 2019. A group called "Pushing Chain" performed at the Library recently and the Library hosted a movie & pizza party today during Polar Bear Days. She thanked the Public Works Department for removing snow and cleaning the streets. Polar Bear Days are taking place and she invited the public to take advantage of these wonderful community events. She thanked the volunteers that donated the hand made winter hats and mittens for the Pocket Park on Lake Street. She thanked Administrative Assistant Margaret Gornick for her hard work.

Councilor Vake announced the Chisholm Chamber of Commerce board will be holding their annual \$12,000.00 raffle event on February 20, 2019 at Tom & Jerry's and the "Chilly Open" golf event on March 9, 2019 at the MN Discovery Center. He attended the Curling Club meeting and reported they are looking for grants to make improvements to the arena. He also gave a "shout out" to a former student of his, Brett Erickson, who wrote him a wonderful letter regarding Chisholm's needs and expressed his ideas for businesses to bring to town.

Councilor Varda attended the Parks & Recreation Board meeting, they changed their meeting time to the first Monday of each month at 4:30 p.m. He attended the Fire Department meeting and reported they have had six calls so far in February and seventeen calls for the year. On behalf of the Fire Department staff, he asked the public to please shovel their sidewalks and if there is a fire hydrant near their residence, to shovel around it. He also asked the public not to use extension cords if they are operating space heaters.

Mayor Champa reported the Housing & Redevelopment Authority meeting was cancelled due to the extreme cold weather. He gave an update on things that are happening in the city and reported Dave Carlstrom is doing a wonderful job working on unfinished business due to the turnover of Administrators so that Administrator Bill Manney can continue to work on new business such as hiring for the current open positions. Public Works staff is working on snow removal throughout the city.

Consultant Engineer Jim Johnson gave an update on the status of the Public Safety Facility Building and is waiting to hear from Kraus Anderson who is meeting on Monday with their team of consultants to compile information and cost estimates for the facility. The Kraus Anderson team will be here to meet with the Public Safety Facility committee at 4:00 p.m. and to give a five minute presentation at the City Council meeting at 5:30 p.m. on February 27, 2019 to discuss the site location, how the building sits on the site, cost estimates based on a pre-engineered building versus a custom designed building and scheduling of the project. The City will then need to determine the financing of the building and whether it will be a leased option or if the City will finance it. Councilors Varda and Vake expressed interest on being appointed to the Public Safety Facility committee. Mayor Champa responded that the Council would need to call for a special meeting as there could be a quorum at the committee meetings if the council members attend.

Fire Chief Bob Brown reported the Fire Department suffered a lost time accident for the first time in well over twenty years during a carbon monoxide call. The snow covered sidewalks are a hazard on medical and fire calls. He asked the public to please shovel their sidewalks wide enough to allow transporting a patient should a medical or fire emergency occur. He also asked that they shovel both entrances to a residence if there is a garage and to have house numbers that are visible on both the house and garage. Parking is also an issue during an emergency call and can create delayed response due to people parking directly across from another vehicle instead of staggering where they park on the streets. Winter safety entails keeping your furnace exhaust, intake and gas meter clear of snow and ice buildup. The school had a significant gas related emergency evacuation recently due to a gas leak. Also keep sewer stacks clear of snow and floor vents may dry out and require maintenance to alleviate any sewer smell and backup issues. He also asked the public to shovel around fire hydrants and to keep at least a foot of snow around the fire hydrant to prevent any frost issues from developing. The Fire Department will focus on cancer, cardiac and personal well being training this month as suicide is prevalent in the loss of Fire, Police and Emergency staff lives. Mandatory OSHA and propane safety training will be held in April. The top three fire calls are due to cooking, heating and open flames. Working smoke and carbon monoxide detectors save lives. If you have elderly people in your neighborhood, please offer them assistance with shoveling. The Fire Department is looking for staff, please contact Fire Chief Bob Brown or any of the Fire Department staff or stop at City Hall for an employment application.

Administrator Bill Manney thanked the street department snow removal crew who worked four out seven days starting at 4:00 a.m. to keep up with the snow removal demands. He appreciates the public's patience and cooperation during this challenging time of removing the snow. He received a thank you note from the ice crew at the curling club commending the City crew for removing snow in the parking lot before the Ironman's Senior Bonspiel on Tuesday and Wednesday last week. He announced that next Wednesday, February 20, 2019 at 5:30 p.m. is the MN Department of Agriculture's Gypsy Moth Public Forum in the City Hall Council Chambers.

**CHISHOLM CITY COUNCIL
REGULAR MEETING – FEBRUARY 13, 2019
(Continued)**

ACCEPT THE CONSENT AGENDA

Moved by Councilor Varda and supported by Councilor Vake to accept the Consent Agenda, including the List of Bills, Minutes of the previous January 23, 2019 Regular Meeting (with changes), Payroll and Overtime.

Voting Aye: All

Motion Carried

YOUTH CENTER ATTENDANT

Moved by Councilor Varda and supported by Councilor Lantz to hire Employee No. 9740 to serve as a Youth Center Attendant contingent upon passing a background check.

Voting Aye: All

Motion Carried

GAMBLING PERMIT APPLICATION FOR THE UNITED WAY

Moved by Councilor Varda and supported by Councilor Lantz to approve the gambling permit for the United Way for a raffle event to be held on May 16, 2019 at Tom & Jerry's.

Voting Aye: All

Motion Carried

PURCHASE 2019 FORD INTERCEPTOR SEDAN FOR POLICE DEPARTMENT

Moved by Councilor Larson and supported by Councilor Varda to authorize the Police Department to purchase a black 2019 Ford Interceptor Sedan vehicle from Ford of Hibbing for the amount of \$24,101.45. This is a budgeted item.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0219-25 APPLY / ACCEPT IRRRB GRANT
FOR 13TH ST/5TH AVE NW INFRASTRUCTURE IMPROVEMENT PROJECT**

Moved by Councilor Varda and supported by Councilor Vake to adopt Resolution No. 0219-25 to apply for and accept a \$350,000.00 grant from the MN Department of Iron Range Resources Community Infrastructure FY19 Grant Program for the 13th Street / 5th Avenue NW Infrastructure Improvement Project.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0219-26 APPOINT TRUCK DRIVER

No action taken.

2019 ADULT READING PROGRAM PRIZES – CHAMBER DOLLARS

Moved by Councilor Lantz and supported by Councilor Varda to authorize the purchase of Chamber Dollars in the amount of \$150.00 to be used for the Chisholm Public Library 2019 Adult Reading Program prizes.

Voting Aye: All

Motion Carried

AMEND CODE OF CONDUCT AND STATEMENT OF VALUES POLICY

Moved by Councilor Varda and supported by Councilor Larson to amend the City of Chisholm Code of Conduct and Statement of Values Policy to incorporate current language under Subdivision 2. "The City of Chisholm expressly provides that it shall not permit or tolerate any harassing, intimidating, or bullying conduct. It shall be the policy and requirement that all persons who represent the City of Chisholm in any capacity shall do so in a respectful and appropriate manner. Any conduct whether it be speech or actions which shall create or promote a hostile, intimidating, or harassing atmosphere is expressly prohibited."

Voting Aye: All

Motion Carried

LEAGUE OF MN CITIES LIABILITY COVERAGE WAIVER FORM

Moved by Councilor Varda and supported by Councilor Lantz to approve the League of MN Cities Liability Coverage waiver form.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0219-27 MUTUAL AID AGREEMENT
FOR MN WATER AGENCY RESPONSE NETWORK (WARN)**

Moved by Councilor Varda and supported by Councilor Vake to adopt Resolution No. 0219-27 to enter into a mutual aid agreement with MN Water Agency Response Network (WARN). The purpose of this Agreement is to provide a framework, in the event of an Emergency, for the Parties to participate in an intrastate program for mutual aid assistance to provide water, wastewater and storm water utility services should the need arise.

Voting Aye: All

Motion Carried

GLOW FUN RUN/WALK REQUEST TO SUPPORT CHISHOLM FOOD SHELF

Moved by Councilor Lantz and supported by Councilor Larson to grant the request of Summer Minko & Jenny Varda to hold a 2.5 mile Glow Fun Run/Walk fundraiser on March 15, 2019 to support the Chisholm Food Shelf. The race will start at "Kiwanis Park" and end at Jim's Sports Club and will not require any streets to be blocked off.

Voting Aye: All

Motion Carried

RANGE MARTIAL ARTS REQUEST

Moved by Councilor Lantz and supported by Councilor Larson to grant the request of Range Martial Arts to host their 30 Year Anniversary event on June 22, 2019. The request is to block off a portion of 2nd Avenue NW between Lake Street and the alley to the north of Lake Street between 8:00 a.m. and 5:00 p.m.

Voting Aye: All

Motion Carried

RAVE NOTIFICATION SYSTEM

Moved by Councilor Varda and supported by Councilor Vake to appoint Councilor Campbell to the Emergency Notification System Committee which is a subcommittee of the Safety Committee.

Voting Aye: All

Motion Carried

