

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – JANUARY 22, 2020**

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 Tracy Campbell, Adam Lantz, April Fountain, Travis Vake, Jim Varda, and Mayor John Champa  
Absent: None

Also present: City Clerk-Treasurer/Administrator Bill Manney, City Attorney Bryan Lindsay, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Library Supervisor Katie Christenson, Police Chief Vern Manner, Public Works Supervisor Larry Folstad, Recreation Director Tammy Nevalainen & Administrative Assistant Gornick

ADOPT THE AGENDA

Moved by Councilor Fountain and supported by Councilor Varda to adopt the Agenda with one addition: Resolution No. 0120-18 Planning & Zoning Fee Schedule.  
Voting Aye: All Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

David Brusacoram expressed his concerns with the curbside recycling change that is coming up. Administrator Manney explained the reasoning for the change.

REPORTS

Councilor Campbell thanked the Fire Department. She asked the public to please shovel around fire hydrants. She reported on the 4<sup>th</sup> quarter 2019 for the Chisholm Ambulance, they had 4 cancelled calls and 17 for the year. There were 15 no loads with a total of 57 for the year. There were 134 residents and 14 non-residents. They had 12 mutual aid calls from Balkan, 4 from Side Lake, 9 from Buhl and 3 from Hibbing. There were 189 total runs for the quarter and 736 for the year.

Councilor Fountain would like to first off thank Larry Folstad and all the City crew for the plowing throughout the snowstorm this past weekend. Well-handled especially with the Everbridge alert system. Thank you to the Chisholm, Buhl and Hibbing Fire Departments who responded so quickly to the fire in Chisholm this past weekend. She is glad that no one was injured. Jean Pessenda from the Grace Lutheran Church in Chisholm along with their stewardship Committee will be collecting items for the families. If you would like to donate items you can leave them at the church or call 969-3745 or Mavis at 929-0441. Tuesday January 14<sup>th</sup> she attended a Library Board meeting in which they discussed the 2020 Winter Reading Program for Adults “Celebrate Winter Reading”, and the incentives that will go along with the program. The library has saved a significant amount of money with the LED lights that were put in around 11 months ago. The Chisholm Library also has a legacy program coming up on Friday, February 14, 3:30 p.m. “Recycle, Repurpose & Restyle” with Mary Mulari. This program has had great reviews and she can’t wait for it to come to our town. During Polar Bear Days the library will be hosting a Pizza and Craft Party on Wednesday February 13, 2020, this should be a fun added event to Polar Bear Days! Thursday, January 16, 2020 she attended a Safety Committee meeting at City Hall, Mandy and Larry Folstad are looking into specified training for Public Works Department. The Fire department toured the new wet and dry side sprinkler systems in the lower level of city hall and they will be putting a tool box on the wet side. Fire behavior class coming up and OSHA training. Chisholm Skating Rink Schedule on the Southside Warming Shack Hours are Mon-Fri 3pm-7pm and Sat-Sun 1pm-7pm. The Shack closes with temps that drop below -10 degrees and or high wind-chill. These hours are subject to change. Community Education Is looking for certified lifeguards in our community, please call 254-1431 if interested. She spoke with the head of the census takers of St. Louis County. They are taking applications online [2020cesus.gov/jobs](https://2020cesus.gov/jobs). It pays \$24.00 an hour and \$.58 per mile with flexible hours. They are looking for people for Hibbing and Chisholm area.

Councilor Lantz thanked retired firefighter Ben Masucci for stopping to help and Mark Rippinen for digging out the fire hydrants during the recent fire. He also thanked John Sundquist, Craig Maki and Larry Folstad & his crew for their help with the northside rink.

Councilor Vake announced Homecoming week at the school is February 7<sup>th</sup> – 14<sup>th</sup>. Polar Bear Days will also be going on at this time. Councilors Vake and Lantz will bring recycling to Balkan for people who are not able to.

Councilor Varda announced the anniversaries for fire fighters. Dan Lucente has 7 years, Bob Brown has 37 years with 24 as Fire Chief, Justin Olson has 4 years, Jeremy Argir has 7 years and Patrick Eide has 11 years. The Fire Department has had 14 calls to date.

Mayor Champa praised the city crew for all of their hard work during the recent snowfall, water break and fire.

Public Works Supervisor Larry Folstad shared the frustrations of the citizens. One grader is down. He and his staff worked 16 hours on Saturday and 5 hours on Sunday.

Library Supervisor Katie Christenson reported the LED Lighting Project was completed in 2018. They have realized a cost saving of \$2,000.00. On February 3<sup>rd</sup>, the Adult Reading Program will begin. They will have a pizza party, a movie and a craft on February 12<sup>th</sup> after school. On February 14<sup>th</sup>, there will be a Recycle, Repurpose & Restyle program after 3:30 p.m. at the Library.

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Police Chief Vern Manner attended the first Council meeting in Buhl last night. They are very happy so far with the Chisholm Police Department and the service they are providing. He gave an update on the hiring process. Jeremy Urhobm is in his second week of field training.

Recreation Director Tammy Nevalainen reported the Bocce Ball Building was redone in December. They put in treated lumber. They also had frozen water lines during that time. She hopes to have a shared rink for skating and hockey. The numbers at the Youth Center have been a little low. They will have a Valentines Day event on February 13<sup>th</sup>.

Administrator Manney suggested having people sign up as census takers for fundraising where the money they make could go towards their club or organization of their choice. He talked about how important it is to have an accurate census. The City was successful in obtaining a \$50,000.00 grant from the Community Development Block Grant for the Watermain Looping Project.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Campbell and supported by Councilor Lantz to accept the Consent Agenda, including the List of Bills, Minutes of the previous January 7, 2020 Reorganizational Meeting, January 8, 2020 Regular Meeting, Payroll and Overtime.

Voting Aye: All

Motion Carried

**SEWER TRUCK PURCHASE**

Moved by Councilor Campbell and supported by Councilor Vake to authorize the purchase of a Dodge Ram 3500 Cab/Chassis from Mike's Motors for the amount of \$38,906.54 and uplifted utility body and components from Bert's Truck for \$26,699.00.

Voting Aye: All

Motion Carried

**LIGHT FIXTURE ESTIMATE**

Moved by Councilor Campbell and supported by Councilor Fountain to order replacement of 2 globe light structure for 3<sup>rd</sup> Avenue NW and Lake Street for \$5,198.00 plus \$800.00 for the electrical work.

Voting Aye: All

Motion Carried

**WAIVE LATE LIBRARY FEES IN EXCHANGE FOR DONATION TO FOOD SHELF**

Moved by Councilor Fountain and supported by Councilor Lantz to waive late fees at the Library during the month of March in exchange for a donation to the Chisholm Food Shelf.

Voting Aye: All

Motion Carried

**ADVERTISE & HIRE TWO SUMMER RECREATION DIRECTORS**

Moved by Councilor Varda and supported by Councilor Campbell to approve advertising for and hiring of two Summer Recreation Directors.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0120-13 PERA FOR JOHN KARASTI**

Moved by Councilor Campbell and supported by Councilor Vake to adopt Resolution No. 0120-13 to enroll Police Officer John Karasti in the Public Employees Retirement Association.

Voting Aye: All

Motion Carried

**ESTABLISH FEES FOR BEER & WINE SALES LIQUOR LICENSES**

Moved by Councilor Campbell and supported by Councilor Fountain to direct City Attorney Bryan Lindsay, Administrator Bill Manney and Police Chief Vern Manner to work on establishing fees for beer and wine liquor sales licenses.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0120-18 FEE FOR RENTAL PROPERTY REGISTRATION**

Moved by Councilor Campbell and supported by Councilor Lantz to adopt Resolution No. 0120-18 to amend the fee schedule for the registration of rental property.

Voting Aye: All

Motion Carried

**UPDATE ON SLED THE CITY EVENT**

Moved by Councilor Campbell and supported by Councilor Varda to declare a City-Wide Festival for Sled the City on Saturday, February 15, 2020 from 10:00 a.m. to 6:00 p.m. and to authorize the blocking off of the streets and to approve overtime for the event.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0120-14 APPOINT ELECTION OFFICIALS & JUDGES**

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution No. 0120-14 to appoint Election Officials and Judges for the 2020 Presidential Election.

Voting Aye: All

Motion Carried

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**RESOLUTION NO. 0120-15 ISSUANCE OF HEALTHCARE FACILITIES REFUNDING  
REVENUE BONDS BY THE DULUTH ECONOMIC DEVELOPMENT AUTHORITY TO  
REFINANCE A PROJECT LOCATED IN THE CITY**

Moved by Councilor Vake and supported by Councilor Varda to adopt Resolution No. 0120-15 to approve the issuance of health care facilities refunding revenue bonds by the Duluth Economic Development Authority to refinance a project located in the City of Chisholm.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0120-16 FROZEN WATERLINE POLICY**

Moved by Councilor Lantz and supported by Councilor Campbell to adopt Resolution No. 0120-16 to approve the frozen waterline policy.

Voting Aye: All

Motion Carried

**PETITION FOR REDUCING SPEED LIMIT BY THE VAUGHN STEFFENSRUD SCHOOL**

Moved by Councilor Fountain and supported by Councilor Vake to direct the petition to reduce the speed limit by the Vaughn Steffensrud School to the Traffic Committee for their review and recommendation back to the Council.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0120-17 RE-APPOINT FIRE CHIEF**

Moved by Councilor Campbell and supported by Councilor Varda to adopt Resolution No. 0120-17 to re-appoint Robert Brown as Fire Chief for a one-year term and to request him to present a calculation of his time.

Voting Aye: All

Motion Carried

**OWNERS REPRESENTATIVE FOR PUBLIC SAFETY BUILDING**

Moved by Councilor Vake and supported by Councilor Lantz to direct Administrator Bill Manney to bring a recommendation for an owner's representative for the Public Safety Building back to the Council.

Voting Aye: All

Motion Carried

**APPOINT LARRY FOLSTAD TO NE MN AREA TRANSPORTATION PARTNERSHIP**

Moved by Councilor Vake and supported by Councilor Campbell to appoint Larry Folstad to the NE MN Area Transportation Partnership.

Voting Aye: All

Motion Carried

**APPOINTMENT TO ECONOMIC DEVELOPMENT AUTHORITY BOARD**

Moved by Councilor Fountain and supported by Councilor Vake to appoint Shelli Lappi to the Economic Development Authority for a six year term.

Voting Aye: All

Motion Carried

**APPOINTMENT TO LIBRARY BOARD**

Moved by Councilor Fountain and supported by Councilor Campbell to appoint Emily Mount to the Library Board for a two year term.

Voting Aye: All

Motion Carried

**APPOINTMENT TO POLICE COMMISSION**

Moved by Councilor Campbell and supported by Councilor Vake to appoint Jennifer Fleming to the Police Commission for a three year term.

Voting Aye: All

Motion Carried

**REAPPOINT ART LAINE TO PUBLIC UTILITIES COMMISSION**

Moved by Councilor Varda and supported by Councilor Lantz to reappoint Art Laine to the Public Utilities Commission for a two year term.

Voting Aye: All

Motion Carried

**REAPPOINT JED HOLEWA TO PUBLIC UTILITIES COMMISSION**

Moved by Councilor Lantz and supported by Councilor Fountain reappoint Jed Holewa to the Public Utilities Commission for a two year term.

Voting Aye: All

Motion Carried

**REAPPOINT BRANDAN FIEDLER TO RECREATION BOARD**

Moved by Councilor Varda and supported by Councilor Fountain to reappoint Brandan Fiedler to the Recreation Board for a two year term.

Voting Aye: All

Motion Carried

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LIST OF VACANT BOARDS & COMMISSIONS POSITIONS

There is one vacant position on the Housing and Redevelopment Authority Board, one vacant position on the Planning Commission and one on the Parks & Recreation Board. This was an informational item at this time.

ST LOUIS COUNTY YOUTH IN ACTION DONATION

Moved by Councilor Vake and supported by Councilor Fountain to authorize a \$500.00 donation to the St. Louis County Youth in Action with the condition that the money donated is for youth from Chisholm.

Voting Aye: All

Motion Carried

MISCELLANEOUS ITEMS

The need for a Special Meeting to discuss the 5 to 10 year Capital Improvement Project Plan.  
An update on the Economic Development Coordinator Hiring Process.  
MAPE Negotiations  
Campground Update

ADJOURN MEETING

Moved by Councilor Campbell and supported by Councilor Fountain to adjourn the regular meeting at 7:35 p.m.

Voting Aye: All

Motion Carried

/s/ John A. Champa  
Mayor

Attest:

/s/ William Manney,  
City Clerk-Treasurer/Administrator