

**CHISHOLM CITY COUNCIL
REGULAR MEETING – JUNE 26, 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 Tracy Campbell, Adam Lantz, April Larson, Travis Vake, Jim Varda, and Mayor John Champa

Absent: None

Also Present: Administrator Bill Manney, Attorney Bhupesh Pattni with Trenti Law Firm, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Police Chief Vern Manner, Public Works Supervisor Larry Folstad and Administrative Assistant Gornick

ADOPT THE AGENDA

Moved by Councilor Varda and supported by Councilor Vake to adopt the Agenda with three additions:

- 1) Schedule Joint Meeting with Chisholm Hibbing Airport Authority & City of Hibbing Council Members
- 2) Chisholm Softball League Lighting Request at Pergol Field
- 3) Payment Application No. 13 for Lakeview Area Project

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

REPORTS

Councilor Campbell wished Mayor Champa a happy anniversary.

Councilor Larson reported this past Saturday, June 22nd, was the 30th year celebration of Range Martial Arts which she attended with Councilor Vake. Mayor Champa was not able to attend the event, and April was asked to put together a speech for the celebration. In the speech, she thanked them for their thriving business in our community and for being one of the longest running martial arts schools in Northern MN. She thanked Brian Fagerstrom on his 30th year celebration and she looks forward to their 50th celebration. The 8th Annual Longyear Lake 5K will be held Saturday, August 3rd. This years' race proceeds are going to be given to two Chisholm students who are battling cancer. If you are interested in donating an item or basket for the silent auction, please contact Chisholm Kids Plus at 218-254-5727 ext. 3206. The silent auction will take place on the morning of the race. She thanked everyone for supporting this great cause. United Way of Northeastern MN is sponsoring lunch for the Meet Up and Chow Down lunches that are served rain or shine, at the Chisholm Kiwanis Park on Monday-Thursday 12:30 p.m. - 1:30 p.m. for all kids. Lunch will be served from June 3rd thru August 29th. They will not be serving lunch July 1st - July 4th. In case of rain, lunch will be provided at the Chisholm Public Library instead of at the Chisholm Kiwanis Park. There are job opportunities at the Range Center, Inc., apply online at www.rangecenter.com or call 218-254-3347 for an application. Delta Airlines is holding a hiring event on Tuesday, July 16th and Wednesday, July 17th at the Chisholm Delta Reservations Office. You can apply online at <http://delta.com/careers>.

Councilor Vake wished everyone a happy 4th of July next week.

Councilor Varda reported the Fire Department had 14 calls this month of which 4 were mostly unattended cooking fires. He reminded the public how unsafe it is to leave fires unattended and to watch when they are cooking. The Fire Department has had 62 calls year to date.

Mayor Champa attended the Housing & Redevelopment Authority (HRA) meeting last week and received a letter of resignation from HRA Executive Director Clint Warpula. A former retired City of Chisholm Administrator & Building Official with 20 years of experience at the Grand Rapids HRA, will come out of retirement and will sign a one-year contract as the interim HRA Executive Director.

Consultant Engineer Jim Johnson distributed Payment Application No. 13 for the Lakeview area project to the council members and gave a status update on the Lakeview area, 8th Street NW & 13th Street NW projects. Mesabi Bituminous is paving and has most of the Lakeview area project streets completed. They will move on to 8th Street NW next. Punchlist and cleanup items still need to be done on both projects. The 13th Street NW project is scheduled to begin July 15th. He drafted a newsletter to be sent to the 13th St NW project residents to notify them of the project schedule and it will be mailed in the next week or two. The crushing operation is finished. They ended up with almost 25,000 tons of crushing materials that will be used for alleys and other projects.

City Public Works Supervisor Larry Folstad appreciates the welcome that he has received from Administrator Bill Manney, the Mayor and the council members that stopped to see him during his first week with the City of Chisholm. He invited the rest of the council members to stop by. He is available by cell, text, email or in person for any concerns, needs or wants. His contact information will be emailed to the Council members tomorrow. He looks forward to working with everyone.

Police Chief Vern Manner gave an update on the blight list that was distributed to the Mayor & Council members. His officers are continuing to work on issuing citations and working with the City Attorney on blight issues. The Police Department has had 7 people in custody this month, 2 were drug DUI's. They have had a total of 60 people in custody so far this year. They have been working on search warrants for stolen items and also working with the drug task force. Violent crime and property crime are currently down in Chisholm. An officer that was on medical leave is back at work. The pigeon issue in Chisholm and various ways to eliminate the problem was discussed. He said the best way to contact the Police Department if the door is locked is to call 911 as all of the officer's carry radios. There is a call box right outside of the door. Administrator Bill Manney announced with the July 4th holiday next week, the council meeting agenda items for the July 10th council meeting are due by Tuesday, July 2nd at 12:00 p.m.

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 June 12, 2019 Regular Meeting, June 19, 2019 Joint Meeting with the CDA / EDA, Payroll and Overtime.

Voting Aye: All

Motion Carried

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RESOLUTION NO. 0619-52 VACATION OF LAND REQUEST – FRANK UDOVICH

Moved by Councilor Campbell and supported by Councilor Larson to adopt Resolution No. 0619-52 to vacate a portion of the plat legally described as follows:

That part of 5th Avenue, as platted and dedicated in Carlin Gardens and Carlin Gardens First Addition to Chisholm, lying southerly of the westerly extension of the North line of Lot 1, Block 4, Carlin Gardens, and lying northeasterly of a line drawn from a point on the east line of Outlot A, Carlin First Addition to Chisholm distant 30.00 feet south from the northeast corner of said Outlot A to the southwest corner of Lot 1, Block 8, Carlin First Addition to Chisholm and its northwesterly extension.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0619-53 AMEND VARIANCE, CONDITIONAL & RE-ZONING FEES

Moved by Councilor Varda and supported by Councilor Campbell to adopt Resolution No. 0619-53 to change the non-refundable variance, conditional and re-zoning fees for Residential Zoning Classification from \$400.00 per request to \$125.00 and to keep the variance, conditional and re-zoning fees for Commercial Zoning Classification requests at \$400.00.

Voting Aye: All

Motion Carried

JENIFER IVANCA PURCHASE AGREEMENT FOR LAND OWNED BY THE CITY OF CHISHOLM

Moved by Councilor Lantz and supported by Councilor Vake to authorize the sale of City owned property to Jenifer Ivanca for the sum \$4,500.00. The purchase agreement is entered into with the premise of furthering economic development and tax base in the City of Chisholm. Therefore, should the Buyer substantially complete her development plans on the subject real estate parcel within one year from the date of closing, she shall be returned the sum of \$4,449.00. The purchase agreement drawn up by Trenti Law Firm of Virginia, MN includes an Exhibit "A" which shows the legal description of the property. The purpose of the land purchase is to build a 10-unit Morton style garage building adjacent to Ms. Ivanca's apartment complex which is located at 411 West Lake Street. The City will refund to Ms. Ivanca all but \$1.00 of the purchase price, if substantial completion of the project is done within one year. The legal description is as follows for Parcel A:

That part of the Northwest Quarter of the southwest Quarter of Section 21, Township 58, Range 20, St. Louis County.

Voting Aye: All

Motion Carried

**ACCEPT MN DEPARTMENT OF IRON RANGE RESOURCES & REHABILITATION (IRRR)
RESIDENTIAL DEMOLITION PROGRAM GRANT FUNDS FOR 2019**

Moved by Councilor Larson and supported by Councilor Lantz to accept grant funds in the amount of \$21,708.00 from the IRRR Residential Redevelopment Grant Program for the demolition of the following structures:

- Parcel 020-0025-00415 located at 26 6th Street SW (House & Garage St. Louis County)
- Parcel 020-0010-07630 located at 111 3rd Street SW (House - St. Louis County)
- Parcel 020-0170-00200 located at 307 6th Street SW (House & Garage St. Louis County)
- Parcel 020-0025-00415 located at 809 3rd Street NW (House & Garage St. Louis County)
- Parcel 020-0010-08990 located at 111 5th Street SW (Garage – Marco D. Rappuchi)

Voting Aye: All

Motion Carried

UTILITY SYSTEMS OF AMERICA, INC. PAYMENT APPLICATION NO. 12 – LAKEVIEW AREA PROJECT

Moved by Councilor Campbell and supported by Councilor Lantz to approve Payment Application No. 12 from Utility Systems of America, Inc. in the amount of \$92,385.93 for the Lakeview Area Addition Project for work completed through May 24, 2019.

Voting Aye: All

Motion Carried

UTILITY SYSTEMS OF AMERICA, INC. PAYMENT APPLICATION NO. 13 – LAKEVIEW AREA PROJECT

Moved by Councilor Campbell supported by Councilor Varda to approve Payment Application No. 13 from Utility Systems of America, Inc. in the amount of \$108,741.07 for the Lakeview Area Addition Project for work completed through June 14, 2019.

Voting Aye: All

Motion Carried

YELLOW BAG UPDATE

This was an informational item at this time.

RESOLUTION NO. 0619-54 EASEMENT BRUCE MINE PARK LINE RELOCATION

Moved by Councilor Campbell and supported by Councilor Lantz to adopt Resolution No. 0619-54 for the City to enter into agreement with MN Power and to grant to Minnesota Power a perpetual easement for the construction, survey, erection, use, operation, repair, rebuild, maintenance and removal of electric power or communication lines or cables and all appurtenant facilities including wires, cables, conduits, counterpoises, fixtures or other devices used or useful in the operation, maintenance and use of said lines and cables, together with the right to locate, construct or reconstruct same at various voltages and dimensions at any time as Minnesota Power shall deem useful or necessary, on, over, across, under or through, as the case may be for the Bruce Mine Park Line Relocation.

Voting Aye: All

Motion Carried

LEAGUE OF MN CITIES 2019 CLERKS' ORIENTATION CONFERENCE

Moved by Councilor Campbell and supported by Councilor Vake to authorize Deputy Clerk, Eileen Zah, to attend the 2019 Clerks' Orientation Conference in Duluth on June 26 - 28, 2019 for a fee of \$275.00.

Voting Aye: All

Motion Carried

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**ACCEPT RESIGNATION LETTER FROM
HOUSING & REDEVELOPMENT AUTHORITY (HRA)
BOARD MEMBER FRANK TANCABEL**

Moved by Councilor Varda supported by Councilor Larson to accept the resignation of Frank Tancabel from the HRA board effective May 23, 2019 and to thank him for his many years of service.
Voting Aye: All Motion Carried

**ACCEPT RESIGNATION LETTER FROM
HOUSING & REDEVELOPMENT AUTHORITY (HRA)
EXECUTIVE DIRECTOR CLINT WARPULA**

Moved by Councilor Varda supported by Councilor Vake to accept the resignation of Executive Director Clint Warpula from the HRA effective June 28, 2019.
Voting Aye: All Motion Carried

UPDATE ON IRON TRAIL CAMPGROUND

Moved by Councilor Varda supported by Councilor Lantz to direct the Economic Development Authority (EDA) to review the business feasibility if the City of Chisholm were to own the Iron Trail Campground & Laundromat upon the retirement of the owners of the facility, Lance & Debbie Lokken.
Voting Aye: All Motion Carried

**UPDATE ON SCHOOL SPORTS COMPLEX
INDEPENDENT SCHOOL DISTRICT (ISD) 695 LEASE PAYMENT FOR 2018**

Moved by Councilor Campbell supported by Councilor Larson to accept payment of \$30,000.00 from ISD 695 for the 2018 lease payment for the use of the School Sports Complex. The lease agreement between the City and ISD 695 is \$45,000.00 per year. The reduced amount of \$30,000.00 for 2018 was based upon the condition of the Field House in 2018. The motion and support also included Mayor Champa's recommendation that the City of Chisholm, purchases a storage container from the Field of Screams for \$1,700.00 plus the cost to move the container from the MN Discovery Center for a fee of \$400.00.
Voting Aye: All Motion Carried

IRON RANGE MOTORCYCLE CLUB CHARITY RIDE REQUEST

Moved by Councilor Lantz supported by Councilor Campbell to grant the request of the Iron Range Motorcycle Club to reserve parking for motorcycles only and to block off 2nd and 3rd Avenues SW on Saturday, July 13, 2019 for a Presidents Charity Ride in which they will be donating the proceeds to Care Partners, an organization that helps people that are dealing with cancer. The Public Works department will provide in-kind services to set up and take down barricades.
Voting Aye: All Motion Carried

NOISE ORDINANCE REQUEST

Moved by Councilor Vake supported by Councilor Varda to grant the request of Kelly Harris, manager of Jim's Sports Club to break the noise ordinance on July 12, 2019 from 8 p.m. to 12:00 a.m. to host a band in their outside patio space. On May 8, 2019, the council granted Ms. Harris request to break the noise ordinance for the following dates: June 22, July 20, August 2nd & 3rd, August 24th and August 31st from 8 p.m. to 12:00 a.m. to host bands in their outside patio space. A roll call vote was taken.
Voting Aye: Councilor Members Lantz, Larson, Vake, Varda and Mayor Champa
Voting No: Councilor Campbell Motion Carried

SIGNAGE TO HONOR OLYMPIC MEDALIST JOHN SHUSTER

Moved by Councilor Campbell supported by Councilor Larson to grant the request of committee members Jackie Shuster and Mark Wangenstein on behalf of the community organizations that were involved in raising money to create a sign to honor John Shuster's gold medal achievement. The City Council authorized city staff to install the donated sign on city owned property near the east entrance to Chisholm and for the city to be responsible for maintaining the sign.
Voting Aye: All Motion Carried

CITY WIDE CLEAN UP SCHEDULE (DROP OFF ONLY)

The City Wide clean up (drop off at the city garage only) is scheduled for July 15th – 19th. The times are 7:00 a.m. - 3:30 p.m., Monday, July 15th, Wednesday, July 17th & Friday, July 19th; 7:00 a.m. – 7:00 p.m. on Tuesday, July 16th & Thursday, July 18th. Administrator Manney will put an ad in the paper to notify the public. This was an informational item at this time.

**SCHEDULE JOINT MEETING WITH
CHISHOLM HIBBING AIRPORT AUTHORITY (CHAA) & HIBBING CITY COUNCIL**

Moved by Councilor Campbell and supported by Councilor Lantz to schedule a joint meeting on Monday, August 19, 2019 at 6:00 p.m. to meet with the Chisholm Hibbing Airport Authority board members and the City of Hibbing City Council members at the Range Regional Airport boardroom to discuss the proposed 2020 CHAA budget and tax levy.
Voting Aye: All Motion Carried

**CHISHOLM SOFTBALL LEAGUE ADMINISTRATOR TRAVIS VAKE
REQUEST FOR LIGHTS AT THE BALL FIELD**

Moved by Councilor Campbell supported by Councilor Larson to grant the request of the Chisholm Softball League Administrator Travis Vake, to spend up to \$1,500.00 for the purchase of 60 light bulbs at \$5.00 per bulb and the rental of a man lift to fix the lights at the Pergol Field. Ryan Baumgard of Independent Electric will donate his time to install the lights. The Softball League will sponsor a fundraiser to reimburse the city for the cost.
Voting Aye: Councilor Members Campbell, Lantz, Larson, Varda and Mayor Champa
Abstain: Councilor Vake Motion Carried

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MISCELLANEOUS ITEMS

Reminder, the Chisholm City Council will host an "Off the Clock" meeting for the public to meet with the Council members in the City Council Chambers, located at 316 West Lake Street on Wednesday, July 10, 2019 from 4:00 p.m.– 5:30 p.m.

Mayor Champa will work with Police Chief Manner & City Attorney Bryan Lindsay to reimplement and review the Gambling Ordinance.

Councilor Lantz would like to address repeat calls for false alarms or nuisance calls that the fire department has received and to put an ordinance in place for this.

Councilor Varda would like to have the City Attorney & the Building Official review the box alarm agreement for situations where the City of Hibbing receives a fire call and the City of Chisholm's alarm automatically goes off.

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Campbell and supported by Councilor Varda to adjourn the Regular Council meeting at 7:13 p.m.

Voting Aye: All

Motion Carried

/s/ John A. Champa

Mayor

Attest:

/s/ William Manney,

City Clerk-Treasurer/Administrator