

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – MAY 13, 2020**

CALL TO ORDER

Mayor John Champa called the City Council Meeting to order at 5:30 p.m. The meeting was held via Zoom video teleconference instead of in person due to the COVID-19 coronavirus pandemic and Minnesota Governor Walz's Executive Order to "Stay at Home". All votes were done by roll call vote.

ROLL CALL

Present: Council Members Tracy Campbell, April Fountain, Adam Lantz, Travis Vake, Jim Varda, and Mayor John Champa

Absent: None

Also present: City Clerk-Treasurer/Administrator Bill Manney, Deputy Clerk Eileen Zah, City Attorney Bryan Lindsay, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Recreation Director Tammy Nevalainen, Administrative Assistant Margaret Gornick, Terry Hartikka with Mesabi Community Television, Marie Tolonen with the Chisholm Tribune Press, Jim Plummer with MN Dept. of IRRR; Donna Johnson with the MN Discovery Center; Pete Kero from Barr Engineering & Vice President of IROC; Benji Neff, IROC President; and Patrick Cassingham, IROC Volunteer Maintenance Director

ADOPT THE AGENDA

Moved by Councilor Lantz and supported by Councilor Fountain to adopt the Agenda with one addition: 1) Quotes for ATV Rescue Equipment

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

REDHEAD MOUNTAIN BIKE TRAIL PARK DISCUSSION

Jim Plummer with the MN Department of Iron Range Resources & Rehabilitation; Donna Johnson with the MN Discovery Center; Pete Kero from Barr Engineering & Vice President of IROC; Benji Neff, IROC President; and Patrick Cassingham, IROC Volunteer Maintenance Director gave a presentation to the council on the Redhead Mountain Bike Trail and answered questions and addressed concerns relating to the trail and the anticipated opening of the trail on June 12, 2020.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Campbell congratulated Councilor Vake on his new employment. She went over the 1<sup>st</sup> quarter 2020 Chisholm ambulance report. There were 3 cancellations, 20 no loads, 121 were residents and 15 were non-residents, 7 from Balkan, 8 from French Township, and 0 from Unorganized Townships. There were 4 Buhl mutual aid calls and 2 Hibbing mutual aid calls for a total of 180 runs so far this year compared to 191 runs last year.

Councilor Lantz thanked the fire departments men and women for doing the drive by's for the kids and parents for birthdays. He thanked the fire department staff for showing compassion and empathy for people and helping out in situations. He said he is proud to be part of the fire department. He asked people to be respectful and cognizant of other people's feelings and wishes.

Councilor Vake thanked Bob, Vern and the fire & police departments for helping with the drive by at the elementary school and saying hello to the students and for their participation at the senior recognition this morning. He plans to meet with Larry, Vern, Bob & Jim about calendar parking. He thanked the community members for reaching out to him regarding the lake path and other things. He would like to set up a meeting with Consultant Engineer Jim Johnson & Public Works Supervisor Larry Folstad & the 8<sup>th</sup> St project engineer for a walk through to go over some items. The EDA credit line is up and running and available for businesses. He attended a Chisholm Community Foundation meeting today and reported the following grants were approved for the City, \$10,000.00 for the Zamboni, \$7,250.00 for the skating warming shack project and \$4,400.00 for the ambulance to help with rescue equipment.

Councilor Varda reported the Fire Department has had 5 incidents this month and 60 incidents year to date. He announced fire fighter Mike Nadeau is a new father and has 8 years with the Fire Department. Steph Holewa has been with the department for 14 years.

Mayor Champa said it was nice to have control of the campground. Administrator Manney is working with the office staff to put a system in place to check people in and out at the campground. We are looking at prices for firewood and working on getting the trailers out of the campground. He is looking forward to getting the country back open while still abiding by Governor Walz orders. He told the staff that he appreciates that they are attending the council meetings so the council members get a chance to talk to them.

Consultant Engineer Jim Johnson attended a pre-construction conference today at 1:00 p.m. for the 4<sup>th</sup> Ave. W. Reconditioning project and Pickleball Court overlay. The sub-contractor, K. Oconnell Milling, LLC will be here next week to do the milling. The resurfacing will be done the mid to latter part of June. The pre-construction conference for the Public Safety Building Watermain Loop project will be held next Wednesday at 11:00 a.m.

Public Works Supervisor Larry Folstad anticipates getting calls about the 4<sup>th</sup> Ave W reconditioning project when they start work on it. People may be inconvenienced for awhile with the 2-inch drop offs at the intersections. Public works will be doing some repairs on 4<sup>th</sup> Ave during this project. Some of the casual laborers have started. He has instructed them to wear their masks when they

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go outside or into public buildings and when they travel with more than one person in a vehicle. He will be working on a Public Works Facebook page to communicate with the public and will continue to use the Everbridge Notification system. He reported the street light globes are 100% working and the yellow construction barrels are gone. One of the Public Works employees will be out for two weeks due to a work-related incident while adjusting the forks on a loader. He will be working on getting hydraulics for this equipment. He has one other staff member out on medical leave. The campground is going well. He and his staff are making upgrades to the campground. He has a demo scheduled on Thursday for a new reservation service called Camp America for the campground. They are having spring wildlife problems on the lake with geese and beaver and are working on solutions for these.

Fire Chief Bob Brown reported his staff has been receiving good quality training from Central Lakes Campus. They have been having weekly webinars to keep their education levels up. The drive by's in the community have been good to get the equipment out and to allow some of the new fire department members to drive the equipment. He is trying to run the department on more of a formal basis this month than they did last month. They did some socializing during the last part of the monthly business meeting via zoom teleconference. It was a good mental health boost for the members.

Police Chief Vern Manner reported nothing has increased in Buhl and things are going well there. Councilor Campbell has been receiving complaints about people using indoor furniture outside and would like to know if this is allowed as it can be unsightly and can attract mice. In answer to Councilor Varda's question of why a city vehicle is parked at the ambulance service, he said it is to be used as backup if for COVID-19 needed.

Recreation Director Tammy Nevalainen reported they have black dirt for the football field and the casual laborers will be spreading this around in the field to fill in the low spots. She has lime aggregate that will be put in the baseball fields. She will be attending a webinar tomorrow with the League of Minnesota Cities for playgrounds and COVID-19.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Fountain and supported by Councilor Lantz to accept the Consent Agenda, including the List of Bills, Minutes of the previous April 14, 2020 Local Board of Appeal & Equalization Meeting, April 15, 2020 Joint Meeting with Emergency Personnel, April 22, 2020 Regular Meeting, April 28, 2020 Reconvened Local Board of Appeal & Equalization Meeting, Payroll and Overtime.

Voting Aye: All

Motion Carried

**DIRRR JOINT POWERS AGREEMENT WITH THE CITIES OF CHISHOLM AND COHASSET**

Motion by Councilor Campbell and supported by Councilor Lantz to approve Amendment No.1 to the DIRRR Joint Powers Agreement with the Cities of Chisholm and Cohasset. Councilors Campbell & Lantz amended the motion and support to include the City of Chisholm will not open the trail if they find the trail is deemed not ready for use.

Voting Aye: Councilors Campbell, Fountain, Lantz, Vake and Mayor Champa

Voting No: Councilor Varda

Motion Carried

**OPERATIONS, MAINTENANCE AND RISK MANAGEMENT PLAN  
FOR THE REDHEAD MOUNTAIN BIKE PATH**

Motion by Councilor Campbell and supported by Councilor Fountain to approve the Operations, Maintenance and Risk Management Plan for the Redhead Mountain Bike Park.

Voting Aye: Councilors Campbell, Fountain, Lantz, Vake and Mayor Champa

Voting No: Councilor Varda

Motion Carried

**RESOLUTION NO. 0520-39 LAND TRANSFER FOR ASPEN GROVE**

Moved by Councilor Fountain and supported by Councilor Campbell to adopt Resolution No. 0520-39 authorizing the City of Chisholm to convey land located within the South Half of the Northwest Quarter of Northwest Quarter (S ½ of NW ¼ of NW ¼), Section Twenty-Eight (28), Township Fifty-Eight (58) North, Range Twenty (20) West, to Aspen Grove Properties, Inc. in which to construct an additional assisted living facility for purposes of economic development. The City of Chisholm, desires to convey the land, contingent that the development plans are substantially completed within 18 months.

Voting Aye: All

Motion Carried

**RANGE CENTER / PLANNING COMMISSION REQUEST**

Moved by Councilor Lantz and supported by Councilor Campbell to grant the request of the Range Center to split lots 34 - 45 inclusive, Block 4, Roosevelt Park Gardens and to transfer the North side of the split parcels to the adjoining property owners.

Voting Aye: All

Motion Carried

**GREGORY STAINIGER VARIANCE REQUEST**

Moved by Councilor Lantz and supported by Councilor Fountain to grant Gregory Stainiger's variance request to vary a 15-foot setback to a 5-foot setback for the construction of a 24 by 26 detached garage at 901 2<sup>nd</sup> Avenue NW.

Voting Aye: All

Motion Carried

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**CAMPGROUND NAME**

Moved by Councilor Fountain and supported by Councilor Vake to rename and rebrand the Iron Trail RV Park to Chisholm's Iron Trail Campground. Councilors Fountain & Vake amended the motion and support to name the campground Chisholm Iron Trail Campground.  
Voting Aye: All Motion Carried

**NOTICE TO RESIDENTS FOR NEW GARBAGE SYSTEM**

An informational notice for the new garbage system was mailed to residents with the May utility bills. This was an informational item at this time.

**CHISHOLM SUMMER RECREATION PROGRAM**

Moved by Councilor Campbell and supported by Councilor Lantz to authorize Recreation Director Tammy Nevalainen to work with Administrator Manney to proceed in the direction that she feels is appropriate for the Chisholm Summer Recreation Program if Governor Walz lifts the Executive Order to "Stay at Home" in the next few weeks.  
Voting Aye: All Motion Carried

**ACCEPT BID FROM FLOOR TO CEILING FOR CARPET AT THE LIBRARY**

Moved by Councilor Vake and supported by Councilor Campbell to accept the bid from Floor to Ceiling of Virginia, MN for the amount of \$28,229.56 to install new carpet in the upstairs of the Chisholm Library.  
Voting Aye: All Motion Carried

**LIBRARY PREPAREDNESS PLAN / CURBSIDE SERVICE**

Moved by Councilor Vake and supported by Councilor Campbell to allow Library Supervisor Katie Christenson to use her discretion to move forward in phases with offering curbside service at the library to patrons and to have a Preparedness Plan in place in accordance with the Governors orders.  
Voting Aye: All Motion Carried

**QUARTERLY FINANCIAL REPORTS**

Deputy Clerk Eileen Zah presented the 1<sup>st</sup> Quarter 2020 status of Revenues, Expenses and Cash for the General and Enterprise funds to the council. This was an informational item at this time.

**BOCCE BALL AND SOFTBALL LEAGUE DISCUSSION**

This was an informational item at this time.

**PLAYGROUNDS**

Moved by Councilor Vake and supported by Councilor Varda to allow the playgrounds in Chisholm to open with signage posted moving forward. The Everbridge notification system will be used to notify the public of the risk that may be involved. The terminology on the signs will reflect the language in the Governors orders.  
Voting Aye: Councilors Lantz, Vake, Varda and Mayor Champa  
Voting No: Councilors Campbell and Fountain Motion Carried

**JIM'S SPORTS CLUB NOISE ORDINANCE REQUEST**

Moved by Councilor Lantz and supported by Councilor Vake to grant the request of Kelly Harris, manager of Jim's Sports Club to lift the noise ordinance on June 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>; July 3<sup>rd</sup>, 18<sup>th</sup>, 25<sup>th</sup> August 1<sup>st</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 22<sup>nd</sup> and September 5<sup>th</sup>, 2020 (tentative) from 8 p.m. to 12:00 a.m. to host themed nights with DJ's and live bands in their outside patio space, pending Governor Walz restrictions.  
Voting Aye: All Motion Carried

**IRONBOUND STUDIOS UPDATE**

City Attorney Bryan Lindsay gave an update on the status of Ironbound Studios. The Chisholm Development Association (CDA) has received a \$10,000.00 payment from Ironbound Studios for their CDA loan which brings them current at this time. The City has received the Certificate of Insurance for the CDA loan collateral (a Ford Edge vehicle). However, the City Attorney has not been able to determine the location of the collateral at this time. This was an informational item.

**BRUCE MINE PARK TEMPORARY CONSTRUCTION  
& PERMANENT ACCESS EASEMENT**

Moved by Councilor Fountain and supported by Councilor Campbell to approve the Bruce Mine Park Temporary Construction and Permanent Access Easement.  
Voting Aye: All Motion Carried

**ST. LOUIS COUNTY FIRE PROTECTION AGREEMENT  
FOR UNORGANIZED TOWNSHIP 59-21**

This was an informational item at this time.

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**PUBLIC SAFETY BUILDING UPDATE**

Administrator Manney said Councilor Lantz had asked to schedule a meeting with Mike Clark and Scott Sosalla to discuss the Public Safety Building. This will be scheduled in the future. Administrator Manney is working Mike Clark on the value engineering to see if there are some things that could reduce the cost of the project. They found some footings at the site that are below the four-foot level of the ground. To remedy this will add some cost to the project. We are waiting to see what the Legislature will be doing for bonding projects. This was an informational item at this time.

**RESOLUTION NO. 0520-40 TO EXTEND LOCAL EMERGENCY TO MAY 27, 2020**

Moved by Councilor Fountain and supported by Councilor Campbell to adopt Resolution No. 0520-40 to extend the local emergency that was declared by motion of the City Council on March 17, 2020 due to the COVID-19 pandemic to May 27, 2020 unless earlier cancelled by subsequent action taken by Governor Walz.

Voting Aye: All

Motion Carried

**VACANT BOARDS & COMMISSIONS POSITIONS**

The following Boards and Commissions have vacant positions:

Housing & Redevelopment Authority – 2 positions;

Economic Development Authority – 1 position;

Recreation Board – 1 position and

Chisholm representative for the St. Louis County Fair Board – 1 position

This was an informational item at this time.

**ORDINANCE FOR RECREATIONAL FIRES & NUISANCE SMOKE**

Moved by Councilor Campbell and supported by Councilor Fountain to direct Fire Chief Brown and Police Chief Manner to work with City Attorney Lindsay to bring a sample ordinance back to the council for recreational fires and nuisance smoke.

Voting Aye: All

Motion Carried

**ACCEPT FIREFIGHTER JESSICA TRUNNELL'S RESIGNATION**

Moved by Councilor Vake and supported by Councilor Lantz to accept Firefighter Jessica Trunnell's resignation effective April 1, 2020 from the Chisholm Volunteer Fire Department and to thank her for her service.

Voting Aye: All

Motion Carried

**SCHEDULE JOINT MEETING WITH ISD NO. 695 BOARD MEMBERS**

Moved by Councilor Campbell and supported by Councilor Fountain to direct Administrator Manney to contact the school Superintendent to schedule a joint meeting via Zoom teleconference.

Voting Aye: All

Motion Carried

**QUOTES FOR ATV RESCUE EQUIPMENT FOR REDHEAD MOUNTAIN BIKE TRAIL**

Moved by Councilor Lantz and supported by Councilor Fountain to accept the quote of \$24,245.00 from Rays Sport and Cycle for a Polaris 1000 ATV Rescue Vehicle, Med Transport insert and Rescue Basket and to add power steering for an additional \$1,000.00.

Voting Aye: All

Motion Carried

**MISCELLANEOUS ITEMS**

1. Summer Ice

**ADJOURN MEETING**

Moved by Councilor Vake and supported by Councilor Lantz to adjourn the regular meeting at 8:55 p.m.

Voting Aye: All

Motion Carried

/s/ John A. Champa

Mayor

Attest:

/s/ William Manney

City Clerk-Treasurer/Administrator