

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – SEPTEMBER 25, 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, April Fountain, Travis Vake, Jim Varda, and Mayor John Champa

Absent: Council Member Adam Lantz

Also Present: Administrator Bill Manney, Attorney Bhupesh Pattni, Consultant Engineer Jim Johnson, Police Chief Vern Manner, Public Works Supervisor Larry Folstad, and Administrative Assistant Gornick

ADOPT THE AGENDA

Moved by Councilor Campbell and supported by Councilor Fountain to adopt the Agenda with one addition:

1) Soil Borings.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Jim Plummer with the IRRRB gave an update on the Redhead Mountain Bike Trail and introduced Scott Linnenburger, the Redhead Mountain Bike Trail Project Construction Manager who updated the council on the progress of the bike trail.

REPORTS

Councilor Fountain attended the budget meetings on September 16th and 23rd along with all of the council members. She stated it is not an easy process making a budget when there are so many things that need to be done for each department, and each department is important to help maintain our beautiful city. Making sure our health, safety and welfare of the citizens of Chisholm is what comes first, and she knows this council feels the same way. We all want what's best for Chisholm! On September 18<sup>th</sup>, she attended a safety meeting at city hall. Bill gave an update on the Field House and the pigeon estimated cost of the damages. Everbridge is our new app and you can sign-up online. It's an instant alert system and you can sign up to receive messages from the city and its various departments. Enrollment is free to the public, you sign-up with your email, make a username, and password, and make sure you type in City of Chisholm to receive notifications. Larry Folstad and Katie Christenson are working on this wonderful system to make sure all of our City of Chisholm employees have a login for internal information that needs to get out to all the workers. She thanked Larry and Katie. The Public Works department was able to purchase new orange safety cones and was able to work overtime to get caught up on some much needed work. Larry Pervenanz said that he would be able to fix the plugged sewer vent at the library, she thanked Larry. The Fire Department did pump training and Fire Chief Brown is looking into the Fire Department switching to Everbridge, currently they have a different system (I'm Responder's). They also received a beautiful thank you from a child who had lost their kite and the Fire Department was able to retrieve it for them. On Wednesday, September 18th the Council received packets from 8 different architectural firms who are interested in the Public Safety Building. This allowed those on the review committee enough time to review each company and ask questions. Most of the review committee attended the meeting on September 23rd, each member was able to rank their top 3 firms, ask questions and give feedback, it was a great discussion overall, and she feels it went really well considering none of them are professional engineers (excluding Jim Johnson who does have 50 years of experience). She thanked Jim for all he does and said he is a huge asset to our city. Community Education Classes are set for this Fall  
Paint and Pallet Christmas Tree will be on November 12 at 5:00-8:00 p.m. at the Chisholm High School Art Room Cost \$32. Aqua Zumba At Chisholm High School Pool with Angela Tresemer Six Week Session For \$42. Class Beginning on Wednesday, October 23 from 7-7:45 P.M. at the Chisholm High School Pool. Additional Dates Are October 30, November 6, 13, 20, 27

Defensive Driving with Peter Goman

Drive Safely to Stay Accident Free October 2 And 3, 2019 5:30-9:30 P.M. Cost \$15.

Pickleball is Played Every Tuesday And Thursday Evening starting at 5:00 in the Vaughan Steffensrud Gym. Cost Is \$1 Per Evening, Payable Each Night You Participate.

Crochet with Judy Monday Nights 6-8:30 October 23, 30 November 6, 13, 20, 27 Vaughan Steffensrud School Cost is \$30

Beaded Bracelets with Nancy Tepovich Adult Class .Come and make 2 Bracelets with Beads and Wire and add a Personalized Stamped Charm to each. October 28 at 6:00 at the Vaughan Steffensrud Conference Room. Cost Is \$8, which includes supplies. Call 254-1431 to register for any of the Community Education Classes.

Councilor Vake reported the Public Safety Facility is moving forward. He is excited about the upcoming interviews of the architectural firms. He attended the budget meetings. He thanked the community members that have contacted him. He expressed condolences to the Paul Marturano family for the recent loss of Paul. Sr.

Mayor Champa offered condolences to International Falls, their Mayor passed away. He will hand deliver a card that was signed by the local Mayors. He attended the Mayor's meeting, Congressman Stauber will be the speaker at the October 1<sup>st</sup> Mayor's meeting. Mayor Cuffe was not able to attend the last Mayor's meeting. The HRA has settled down. St. Louis County Commissioner Jugovich attended the HRA meeting. The HRA board authorized executive director Jerry Culliton to revise the 5 year plan. The repairs to the elevator were approved. A new boiler will be installed at the Lincoln Apartment Complex and they will be adding another boiler soon. They will be repairing the roof at Longyear Terrace. The PUC will be authorizing the installation of by-pass for some meters for running water. These residents will be contacted.

Police Chief Vern Manner gave the council an update on the hiring process for the vacant Police Officer positions. They tested 21 applicants and will be scoring and interviewing the top candidates.

Administrator Bill Manney scheduled a joint meeting with the Sports Complex committee members and the school board next Monday at 5:30 p.m. at the school. He thanked the Mayor, Police Chief Manner and Fire Chief Brown for their part in the MN House Bonding committee meeting. He also thanked Marie Tolonen with the Chisholm Tribune Press for her coverage of the meeting in the newspaper.

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ACCEPT THE CONSENT AGENDA

Moved by Councilor Varda and supported by Councilor Fountain to accept the Consent Agenda, including the List of Bills, Minutes of the previous September 10, 2019 Budget Working Session, September 11, 2019 Regular Meeting, September 16, 2019 Budget Working Session, Payroll and Overtime.  
Voting Aye: All Motion Carried

AMERICAN LEGION POST 247 GAMBLING APPLICATION

Moved by Councilor Campbell and supported by Councilor Varda to approve the gambling application from American Legion Post 247 for bingo events to be held on November 7, 2019, November 14, 2019 and November 21, 2019.  
Voting Aye: All Motion Carried

ST. JOSEPH'S CATHOLIC CHURCH GAMBLING APPLICATION

Moved by Councilor Varda and supported by Councilor Campbell to approve the gambling application from St. Joseph's Catholic Church for a raffle event on January 24, 2020.  
Voting Aye: All Motion Carried

RESOLUTION NO. 0919-61 ST. LOUIS COUNTY'S 2020 CRACK, CHIP & SCRUB SEALING AGREEMENT

Moved by Councilor Varda and supported by Councilor Campbell to adopt Resolution No. 0919-61 to enter into agreement with St. Louis County for the 2020 crack, chip and scrub sealing.  
Voting Aye: All Motion Carried

PUBLIC SAFETY BUILDING

Moved by Councilor Fountain and supported by Councilor Vake to interview the following three (3) architectural firms for the Public Safety Building: 1) Brunton Architects; 2) Oertel Architects in association with the BKV Group and 3) Five Bugles Design.  
Voting Aye: All Motion Carried

SCHEDULE SPECIAL MEETING

Moved by Councilor Campbell and supported by Councilor Vake to schedule a Special Meeting on Tuesday, October 8, 2019 at 5:00 p.m. for the purpose of interviewing the architectural firms for the Public Safety Building.  
Voting Aye: All Motion Carried

SOIL BORINGS

Moved by Councilor Campbell and supported by Councilor Varda to accept the low bid of \$10,914.00 from Northern Technical Services, Inc. for the soil borings.  
Voting Aye: All Motion Carried

REQUEST TO BLOCK OFF STREETS FOR ATV RIDE

Moved by Councilor Campbell and supported by Councilor Fountain grant the request from Northern Traxx ATV Club and the Range Shriners to block off Lake Street from 1<sup>st</sup> Avenue to 2<sup>nd</sup> Avenue on Saturday, September 28, 2019 at 8:00 a.m.  
Voting Aye: All Motion Carried

APPOINT FIREFIGHTERS

Moved by Councilor Vake and supported by Councilor Fountain to appoint Chad Friend, Allen Hietala, Augusta Sipola, Chris Charter and Jessica Trunnel as volunteer firefighters.  
Voting Aye: All Motion Carried

RESOLUTION NO. 0919-62 2018 YEAR END ENTRIES

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution No. 0919-62 to authorize year end entries for the year ended December 31, 2018.  
Voting Aye: All Motion Carried

RESOLUTION NO. 0919-63 PROPOSED LEVY FOR 2020

Moved by Councilor Campbell and supported by Councilor Fountain to adopt Resolution No. 0919-63 for the purpose of setting the preliminary levy for the year 2019 collectible in the year 2020 as follows:

(The amounts below represent a 20% increase from 2019).

General Fund-----	\$ 1,855,753.00
Bonded Indebtedness-----	\$ 121,981.00
Total Levied by City Council-----	\$ 1,977,734.00

Voting Aye: Councilors Campbell, Fountain and Mayor Champa  
Voting No: Councilors Vake and Varda  
Absent: Councilor Lantz Motion Carried

RESOLUTION NO. 0919-65 PAY ROUTINE BILLS & EXPENSES

Moved by Councilor Vake and supported by Councilor Fountain to adopt Resolution No. 0919-65 to allow for the payment of bills in a timely manner. Certification must be on an appropriate form and presented at the next regularly scheduled Council meeting.  
Voting Aye: All Motion Carried

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SCHEDULE PUBLIC HEARING FOR TRUTH IN TAXATION

Moved by Councilor Campbell and supported by Councilor Vake to schedule a Public Hearing for Truth in Taxation on Wednesday, December 11, 2019 at 6:01 p.m.

Voting Aye: All

Motion Carried

ECONOMIC DEVELOPMENT COORDINATOR JOB DESCRIPTION

Moved by Councilor Campbell and supported by Councilor Fountain to approve the job description for the Economic Development Coordinator. After discussion took place, Councilor Campbell rescinded her motion and Councilor Fountain rescinded her support of the motion.

APPOINT COMMITTEE FOR DUMP TRUCK DRIVER POSITION

Moved by Councilor Campbell and supported by Councilor Varda to appoint Administrator Manney, Public Works Supervisor Larry Folstad and Leon Wegener, Public Works as committee members to hire the new Dump Truck Driver.

Voting Aye: All

Motion Carried

COMPREHENSIVE PLAN PROPOSAL – SE GROUP

This was an informational item at this time.

REDHEAD MOUNTAIN BIKE TRAIL RIDE REQUEST

This was an informational item at this time.

RESOLUTION NO. 0919-64 APPOINTMENT TO CIRSSD

Moved by Councilor Varda and supported by Councilor Campbell to adopt Resolution No. 0919-64 to appoint John Champa to serve on the Central Iron Range Sanitary Sewer District board for a three-year term beginning January 1, 2020.

Voting Aye: All

Motion Carried

LEAGUE OF MN CITIES REGIONAL MEETING

Moved by Councilor Campbell and supported by Councilor Fountain to schedule a special meeting for October 3, 2019 at 1:30 p.m. at the MN Discovery Center.

Voting Aye: All

Motion Carried

ORDINANCE FOR GAMBLING

This was an informational item at this time.

MISCELLANEOUS ITEMS

Mayor Champa questioned Administrator Manney as to when future budget meetings will be held.  
Councilor Fountain would like an update on the yellow garbage bags.  
Councilor Varda would like to schedule a meeting with the HRA board.

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Campbell and supported by Councilor Fountain to adjourn the Regular Council meeting at 7:10 p.m.

Voting Aye: All

Motion Carried

/s/ John A. Champa

Mayor

Attest:

/s/ William Manney

City Clerk-Treasurer/Administrator