

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – APRIL 12, 2016**

CALL TO ORDER

Mayor Michael A. Jugovich called the City Council Meeting to order in the City Hall Council Chambers at 5:30 p.m.

ROLL CALL

Present: Council Members Campbell, Rahja, Kevin Scaia, Todd Scaia and Mayor Jugovich

Absent: Council Member Cook

Also Present: Administrator John Tourville, City Attorney Bryan Lindsay, Building Official Steve Erickson, Consulting Engineer Jim Johnson, Emily Major – SEH, Police Chief Manner, Recreation Director Nevalainen and Administrative Assistant Gornick

ADOPT THE AGENDA

Moved by Councilor T. Scaia and supported by Councilor Rahja to adopt the Agenda with three additions under New Business: G8) Chisholm Parks & Recreation, G9) Quotes for Flags & Recess to Closed Executive Session to Discuss Legal Matter.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Rodella LaFreniere and Chris Link with the St. Louis County Assessor's Office discussed the electronic reporting requirement for the Local Board of Appeals and Equalization meeting that will be held on Tuesday, April 19, 2016 at 4:00 pm in the City Hall Council Chambers. They also gave the council options on the format of the meeting.

Shannon Kishel-Roche, Executive Director of the Chisholm Chamber of Commerce handed out information to the council members and gave an overview of the MN Historical Society and their interest in the downtown area of Chisholm.

Robert Vicari, Executive Director of the Housing & Redevelopment Authority (HRA) discussed the HRA's plans to purchase five (5) lots in Nelson Addition for the price of \$5,000 per lot from the Chisholm Economic Development Authority (CEDA) to build ten (10) single level units with garages for market rate apartments. If the development does not take place, the HRA would sell the lots back to the CEDA.

REPORTS

Building & Zoning Official Steve Erickson gave an update on the demolition program and reported that the contractor will be starting the demolition process soon. He discussed the need for 319 3<sup>rd</sup> Ave NW to be boarded up.

Consulting Engineer Jim Johnson will work with SEH on the property located at 5<sup>th</sup> Street & 5<sup>th</sup> Avenue NW.

Police Chief Manner reported his department is working on the blight list as snow and time allows. They will be performing a sweep this week on yellow bag compliance checks. Discussion took place on commercial businesses and delivery vehicles that are double parking on the main street. The two hour parking signs are now in place and two hour parking will be enforced.

Recreation Director Nevalainen asked the council for suggestions for the maintenance and location of the sign located on the east end of the causeway that has athletic statistics recorded on it. The public is asked to call Tammy Nevalainen at (218) 254-7909 with their suggestions.

Other: Councilor Rahja attended the Chisholm Beautification meeting and reported they will not be painting a house this year. They will be revamping the rest area located at the east end of Lake Street. Councilor K. Scaia gave an overview of the Partners Board minutes and agenda that were in the council packet. He attended the Planning & Zoning Commission meeting and the Parks & Recreation Board meeting and reported the youth soccer applications are due by April 13, 2016 and there are several summer recreation aide positions available. The Youth Center will be open next week on Monday, Wednesday & Friday from 5:00 – 9:00 pm. The American Legion Post 247 is having a Burger Bash Fundraiser for the Chisholm Veteran's Memorial Fountain at the Chisholm Sr. Center on Thursday, April 14, 2016 from 11:30 – 6:30. He announced the Local Board of Appeals & Equalization meeting will be on Tuesday, April 19, 2016 from 4 – 5 pm in the city hall council chambers. He welcomed John Tourville. Councilor T. Scaia attended the Fire Department meeting and reported they had 12 calls in March. He also attended the Fire Department Retiree Banquet, they had approximately 75 people in attendance. Mayor Jugovich attended the meeting with Governor Dayton and RAMS. He reported the EDA has on-going projects and are hoping for movement on some of the dormant projects. Ironbound Studio's is working on a comedy movie. He asked for volunteers to join him & Mark Wangenstein in cleaning up the main street of Chisholm like they did about 5 years ago by bringing a broom and sweeping the sidewalks.

ACCEPT THE CONSENT AGENDA

Moved by Councilor T. Scaia and supported by Councilor Campbell to accept the Consent Agenda, including the List of Bills, Communications (the PUC minutes were pulled for discussion and the recording of future Public Utility Commission & Police Commission meetings was brought up), Minutes of the previous City Council meeting of March 23, 2016 Regular Meeting, Payroll and Overtime.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich

Absent: Councilor Cook

Motion Carried

**CHISHOLM CITY COUNCIL  
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(CONTINUED)**

**PROPOSALS FOR PORTABLE RESTROOMS**

Motion by Councilor K. Scaia and supported by Councilor Campbell to accept the quote from Side Lake Septic to provide portable restrooms for the City of Chisholm for the years 2016, 2017 & 2018 at the rate of \$64.00 per month plus a \$10.00 weekly cleaning fee.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**ST. LOUIS COUNTY LAND DEPARTMENT – SABIN O'NEIL BUILDING**

Moved by Councilor K. Scaia and supported by Councilor Rahja to appoint a committee consisting of Council member Tracy Campbell, Council member Todd Scaia, Mayor Jugovich, Building Official Steve Erickson and City Attorney Bryan Lindsay to meet with Karen Zeisler, the Tax Forfeited Land Coordinator with St. Louis County Land Department regarding the Sabin O'Neil building.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**RESOLUTION NO. 0416-34 APPROVING PLANS/SPECS/ORDER ADVERTISEMENT FOR  
BIDS 8<sup>TH</sup> ST / 8<sup>TH</sup> AVE NW AREA INFRASTRUCTURE IMPROVEMENTS**

Moved by Councilor Campbell and supported by Councilor T. Scaia to adopt Resolution No. 0416-34 to approve plans and specifications and ordering advertisement for bids for the 8<sup>th</sup> Street/8<sup>th</sup> Avenue NW area infrastructure replacement project and to receive bids by a date to be determined.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**CHAMBER OF COMMERCE PROFIT & LOSS QUARTERLY REPORT**

This was an informational item at this time.

**FIRE DEPARTMENT RESIGNATION LETTER – JEFF NETTLE**

Moved by Councilor T. Scaia and supported by Councilor Rahja to accept the letter of resignation from Jeff Nettle from the Chisholm Volunteer Fire Department.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**FIRE DEPARTMENT RESIGNATION LETTER – KYLER SWALBY**

Moved by Councilor T. Scaia and supported by Councilor Campbell to accept the letter of resignation from Kyler Swalby from the Chisholm Volunteer Fire Department.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**RESOLUTION NO. 0416-33 APPOINT ON-CALL FIRE DEPARTMENT OFFICERS**

Moved by Councilor T. Scaia and supported by Councilor Campbell to adopt Resolution No. 0416-33 to appoint Richard Kafut (Assistant Fire Chief until July 31, 2016), Chris Masucci (Assistant Fire Chief-effective August 1, 2016), Jon Lanyk (Captain), Rich Sellman (Captain), Billy Temple (Lieutenant/Treasurer), Jake Worlie (Lieutenant), Steve Brunette (Safety Officer) and Dan Lucente (Secretary) effective April 12, 2016 until term ends.

Fire Department Chief, Richard Kafut, Dan Lucente, Billy Temple, Chris Masucci, Greg Skalko, Jim Varda, and Jake Worlie were appointed as Directors of the Board of the On Call Fire Department of the City of Chisholm.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**RESOLUTION NO. 0416-35 APPOINTMENT OF FIRE RELIEF ASSOCIATION**

Moved by Councilor T. Scaia and supported by Councilor K. Scaia to adopt Resolution No. 0416-35 to appoint Richard Kafut, Billy Temple, Dan Lucente, James Varda, Jesse Nyhus, Beau Buncich, Fire Chief Robert Brown, Mayor Michael A. Jugovich and City Administrator John W. Tourville to serve on the On Call Fire Department Relief Association effective January 1, 2016 and ending December 31, 2016.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**QUOTES FOR FALCON ASPHALT RECYCLER & HOT BOX TRAILER**

Moved by Councilor K. Scaia and supported by Councilor Campbell to authorize payment of \$22,990.25 to Falcon Asphalt Repair Equipment of Midland, MI for the purchase of a 2-Ton Falcon Asphalt Recycler & Hot Box Trailer. This price includes a one year warranty.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**CHISHOLM CITY COUNCIL  
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**TOWN OF BALKAN REQUEST TO PLACE INTERNET DISH ON POLE**

Moved by Councilor Campbell and supported by Councilor Rahja to grant the request from the Town of Balkan and North East Service Cooperative to perform signal testing for an internet dish from an unused City owned utility pole located near the rock wall by the Northside outside skating rink in Chisholm.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**DEPUTY CLERK-TREASURER TRAINING REQUEST**

Motion by Councilor T. Scaia and supported by Councilor Rahja to authorize payment of \$110.00 (this is a reduced rate as Ms. Schweiss received a \$300 grant) to Municipal Clerk's & Finance Officers Association for Deputy Clerk Susan Schweiss to attend training in St. Cloud on May 2, 2016 through May 6, 2016 and for accommodations at a rate of \$105 per night plus tax.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**SCHEDULE WORKING SESSION**

Moved by Councilor T. Scaia and supported by Councilor K. Scaia to schedule a working session for Monday, May 2, 2016 at 6:00 pm to discuss columbaria's for the cemetery & the draft rental dwelling ordinance.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**SALE OF REAL ESTATE – OWNED BY THE CITY OF CHISHOLM ECONOMIC  
DEVELOPMENT AUTHORITY (EDA) TO HOUSING & REDEVELOPMENT AUTHORITY**

Moved by Councilor T. Scaia and supported by Councilor K. Scaia to authorize the sale of real estate legally described as Nelson Addition to Chisholm, Lot 4; part of Lot 3, Block 1; and part of Outlot A, Lakeview Third Addition to Chisholm; part of Government Lot 2, Section 22, Township 58 North, Range 20 West, City of Chisholm, St. Louis County, Minnesota owned by the Chisholm Economic Development Authority (EDA) to the Housing & Redevelopment Authority for the price of \$5,000 per lot. The Council directed City Attorney Bryan Lindsay to draft a purchase agreement.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**112 -114 WEST LAKE STREET PROPERTY**

This was an informational item at this time.

**QUOTE FOR REFUSE CONTAINERS, LIDS & HARDWARE KITS**

Moved by Councilor T. Scaia and supported by Councilor Campbell to authorize payment to Snyder Industries, Inc. of Lincoln, NE. in the amount of \$7,544.24 for the purchase of twelve (12) 300 gallon HDPE black refuse containers, 48 large lids, 48 small lids & 48 lid hardware kits.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**CHAMBER ANNUAL DOC MOONLIGHT GRAHAM DAYS PARADE & CAR SHOW**

Moved by Councilor Campbell and supported by Councilor Rahja to grant the request from the Chisholm Chamber of Commerce for a parade permit and approve the detour route and closure of Lake Street from 9:00 am – 3:30 pm on Saturday, August 13, 2016 for the annual Doc "Moonlight Graham Days Parade and Car Show".

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**BEAN BAG TOURNAMENT REQUEST**

Moved by Councilor T. Scaia and supported by Councilor Campbell to grant the request from Cheap Thrills Bar & Valentini's Supper Club to have a beanbag tournament on August 13, 2016. Councilor T. Scaia rescinded his motion. This was treated as an informational item at this time.

**DECLARE AUGUST 13, 2016 CITY WIDE COMMUNITY FESTIVAL**

This was an informational item at this time.

**CHISHOLM EARLY CHILDHOOD FAMILY EDUCATION & SCHOOL READINESS  
TRANSPORTATION NIGHT**

Moved by Councilor T. Scaia and supported by Councilor Campbell to authorize the City to participate in the Chisholm Early Childhood Family Education and School Readiness Programs sponsored Transportation Night on Monday, May 9, 2016 at the Vaughn Steffensrud School and to display City owned vehicles from some of the departments to be used as an educational opportunity for families.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**CHISHOLM CITY COUNCIL  
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(CONTINUED)**

**PARKS & RECREATION BOARD – AGRI-LIME AT BASEBALL FIELD**

Moved by Councilor K. Scaia and supported by Councilor Campbell to donate the excess agri-lime located at the baseball field to the Chisholm Little League.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**QUOTES FOR FLAGS**

Moved by Councilor T. Scaia and supported by Councilor K. Scaia to accept the quote from Bark Design of Chisholm, MN in the amount of \$5,265.23 for 50 state flags and 59 flags for the United Nations provided the nations are in good standing.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**RECESS TO CLOSED EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION**

Moved by Councilor Campbell and supported by Councilor K. Scaia to recess to Closed Executive Session. After a short recess, the Closed Executive Session was called to order at 7:49 p.m. to discuss a potential litigation situation.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**ADJOURN CLOSED EXECUTIVE SESSION**

Moved by Councilor T. Scaia and supported by Councilor Campbell to adjourn the Closed Executive Session at 7:58 p.m.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**RECONVENE REGULAR COUNCIL MEETING**

Moved by Councilor Campbell and supported by Councilor Rahja to reconvene the Regular Council meeting at 7:59 p.m.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

**DISCUSS POTENTIAL LITIGATION SITUATION**

The Council received advice from City Attorney Bryan Lindsay regarding a breach of contract.

**ADJOURN MEETING**

Moved by Councilor K. Scaia and supported by Councilor Campbell to adjourn the Regular Council meeting at 7:59 p.m.

Voting Aye: Councilors Campbell, Rahja, K. Scaia, T. Scaia and Mayor Jugovich  
Absent: Councilor Cook  
Motion Carried

s// Michael A. Jugovich  
Michael A. Jugovich, Mayor

Attest:

s// John W. Tourville  
John W. Tourville,  
City Clerk-Treasurer/ Administrator