

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – AUGUST 14, 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, Travis Vake, Jim Varda, and Mayor John Champa  
Absent: Council Member April Larson  
Also Present: City Attorney Bryan Lindsay, Building Official Mandy Galli, Fire Chief Bob Brown, Police Chief Vern Manner, Public Works Supervisor Larry Folstad, and Administrative Assistant Gornick

ADOPT THE AGENDA

Moved by Councilor Campbell and supported by Councilor Varda to adopt the Agenda with two additions:  
1) Accept Truck Driver Robert Carlson's Resignation Letter and 2) Post Internally for Vacant Truck Driver Position.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Jeannie Quirk addressed the council with her concerns about dog feces behind her commercial building and on the main street and City Parks that are not cleaned up by the dog owners. She wanted to know if there is an ordinance for this and if it can be enforced. The ordinance that addresses this is for blight, nuisance and littering. Police Chief Vern Manner asked Jeannie and the public to call 911 to report if they see this and to take a picture of the dog owner to help in identifying them. The Police Department staff will then follow up by issuing citations for littering and trespassing if this is taking place on private property. Mayor Champa would like to have a separate ordinance and to incorporate it in the animal ordinance rather than having it under the blight ordinance.

REPORTS

Councilor Campbell attended the Police Commission meeting on Tuesday, August 6th. They went over the April – June quarterly report. There were 1,223 case incidents, 9 formal complaints (versus 22 last quarter) 57 criminal & traffic citations issued (versus 24 last quarter), 19 traffic warnings released (versus 58 last quarter) and 275 walk-ins (versus 237 last quarter). They discussed the new mental health court (similar to the drug court) which some offenders are participating in instead of doing jail time. They had 56 kids attend the fishing contest, one walleye was caught and the prize given this year was a hover board. They received a lot of nice donations. They talked about the TIP 411 system, a custom app that is used for anonymous tipsters. Two officers resigned from the Police Department. Exit interviews were done on Monday. These vacant positions have been posted. They talked about the amount of overtime that has been paid so far this year which has been \$44,000. Almost \$20,000 in overtime costs was due to officers covering for people that were out on workers compensation.

Councilor Lantz congratulated Council Member April Fountain on her wedding. He congratulated Councilor Varda for his 9 years on the Fire Department. He participated in Balkan's First National Night Out event. He would like to see Chisholm do this. He will ask Councilor Fountain and the Fire & Police Departments to help with the planning of this. It would be a great opportunity to utilize the Kiwanis Park and to have an open & interactive event with the public. The City needs a Public Safety Building soon so they can house gear. He feels the Fire Department staff should start training (which will be a cost to the City) for rescue and issues that may occur on the Redhead Bike Trail.

Councilor Vake reported this is the last week for the summer softball season, playoffs are today and tomorrow. He thanked Larry Folstad and his crew for getting the lights to work.

Councilor Varda reported the Fire Department had 14 calls in July and 9 so far in August. They have had 87 calls year to date. He would like to see the Police Department hire more officers and the City Garage to hire more staff.

Mayor Champa reported the person who was going to move the 48 foot container that was purchased from the Field of Screams does not have the equipment to move it. The PUC will meet next Wednesday, they will discuss the yellow bags. The Everbridge alert system notifications were mailed to the residents. The Bike Park continues to be built. Larry Folstad checks on the progress every Friday. The joint meeting with the Airport is next Monday. He attended the Mayors meeting and reported many towns are building City campgrounds and looking at Splashpads. He will be meeting with the City of Buhl staff, Councilor Varda and Chisholm's Fire Chief, Police Chief, Administrator and Building Official on August 21st. He was interviewed by Channel 8 regarding the Catalyst Movie Studio in Duluth.

City Public Works Supervisor Larry Folstad reported Bob Carlson resigned last night via text message and then came in today with a formal resignation letter. This vacant position will be posted internally at this time. Advertising for the casual labor positions has been extended as we have only received one application so far. He just finished up with the City wide cleanup and got rid of all the items that were dropped off. He will have a report to show the cost and labor involved. Last year, they received 20 – 25 mattresses and this year they received 159. They had to truck them to Duluth to have them recycled. The City wide drop-off was very taxing on the staff. The Doc "Moonlight" Graham Days and the fair are done. He had a Public Works & Safety meeting today. He thanked his staff for all of their hard work & for working overtime during the recent events. They had one burial during Doc "Moonlight" Graham Days. The smoke testing went well but they did not find the cause of the extra I & I that occurs when it rains. He will look at getting some outside help with this. He continues to meet with the Redhead Bike Trail people and will continue to monitor the project. He also met with Fire Chief Bob Brown & Roland Shoen with the Chisholm Ambulance to discuss emergency services for the bike trail. Moving the 48 foot canister from the MN Discovery Center has proven to be challenging. He will try to pick it up with a loader and put it on a trailer to move it.

Library Supervisor Katie Christenson reported on the Summer Reading Program that has wrapped up, they had 21 teens and 192 kids participate. They will continue Storytime programs through September for daycare groups that have requested this. Library Intern Katie Landacre's last day will be August 28<sup>th</sup>. She thanked Katie for her hard work. Tuesday, October 1<sup>st</sup>, the 321 Art Studio will be hosting a program. The Everbridge Alert system notices were sent to Chisholm residents. People can sign up on their own or at the Library for the alerts that they want to receive such as Essential Services, the Library, Recreation Department, Chisholm Chamber of Commerce and Community Events.

Fire Chief Bob Brown thanked Councilor Varda for his 9 years on the Fire Department. He reported the National Night Out event in Balkan was a success. He thanked Police Chief Vern Manner for training his staff. He thanked his staff, the Police Department staff and the City Garage staff for all of their hard work during the Doc Moonlight Graham Days and all of the activities during that time. His staff was fit tested for

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face pieces. They have training tonight. They will wash the Ironman statue & Jeannie Quirk's building to prepare it for the mural. They will be having their annual hose testing & pump testing. He will be attending the Bike Trail meeting on Friday and will be looking at what type of equipment they will need for emergencies on the Bike Trail. They partnered with the Red Cross and installed a bed shaker. He asked the public to contact the Fire Department if they are in need of a smoke detector. They raised \$3,400 for the MDA during the "Fill the Boot" fundraiser. The need to purchase a new fire engine is three years overdue. Police Chief Vern Manner thanked Fire Chief Bob Brown for the invite to train his staff at the Fire Department. He helped Larry Folstad with the safety training at the City Garage. He and his staff helped with Balkan's National Night Out event. Officer Figgins is fired up to start this event in Chisholm. There is a new app for TIP 411, which is a customized app for calling in tips, the call will be wiped clean after the call. He received two resignations in his department at the same time. He may restructure his department. Building Official Mandy Galli reported there are 118 permits year to date for a total of \$1,984,391.00 with a total of \$17,198.00 in fees year to date. She reported the demolition program has had 8 structures taken down and 3 more will be completed by September 1<sup>st</sup>. She is keeping a list and contacting owners of dilapidated buildings. She has talked to Fire Chief Bob Brown about a timeframe from contractors for notifying the fire department to assist with dust control during demolitions.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Varda and supported by Councilor Vake to accept the Consent Agenda, including the List of Bills, Minutes of the previous July 24, 2019 Regular Meeting, Payroll and Overtime.  
Voting Aye: All Motion Carried

**UNFINISHED BUSINESS:**

**DISCUSSION ON FIELD HOUSE AND HOCKEY ARENA**

This was an informational item at this time.

**NEW BUSINESS:**

**INFORMATION REGARDING ARTIST ADAM SWANSON'S MURAL**

Katie Christenson of the Downtown Revitalization Committee informed the Council that artist Adam Swanson will be painting a mural on Jeannie Quirk's building, located at 106 Lake Street West on August 21<sup>st</sup> – August 23<sup>rd</sup>. The unveiling of the mural will take place on Tuesday, August 27<sup>th</sup> at 5:30 p.m. Live music will be performed by Joe Hanegmon in the Pocket Park at 6:00 p.m.

**ACCEPT RESIGNATION OF POLICE CAPTAIN JAMES VUKAD'S RESIGNATION**

Moved by Councilor Campbell and supported by Councilor Varda to accept the letter of resignation from Police Captain James Vukad effective August 15, 2019 and to thank him for his many years of service.  
Voting Aye: All Motion Carried

**ACCEPT RESIGNATION OF POLICE OFFICER KATIE BETTERS RESIGNATION**

Moved by Councilor Campbell and supported by Councilor Varda to accept the letter of resignation from Police Officer Katie Betters effective August 18, 2019 and to thank her for her many years of service.  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0819-59 ACCEPT DONATION FROM JOSEPHINE MIHELICH FOR LIBRARY**

Moved by Councilor Vake and supported by Councilor Varda to adopt Resolution No. 0819-59 to accept the monetary donation of \$200.00 from Josephine Mihelich and to earmark the funds for the Chisholm Public Library.  
Voting Aye: All Motion Carried

**CHANGE ORDER NO. 7 FOR LAKEVIEW AREA PROJECT**

Moved by Councilor Campbell and supported by Councilor Lantz to approve Change Order No. 7 from Utility Systems of America in the amount of \$63,757.40 for mill and overlay on Lake Street as an add-on to the Lakeview Area Project.  
Voting Aye: All Motion Carried

**UTILITY SYSTEMS OF AMERICA, INC. PAYMENT APPLICATION NO. 14 – LAKEVIEW AREA PROJECT**

Moved by Councilor Varda and supported by Councilor Campbell to approve Payment Application No. 14 from Utility Systems of America, Inc. in the amount of \$216,109.87 for the Lakeview Area Addition Project for work completed through July 1, 2019.  
Voting Aye: All Motion Carried

**REQUEST FOR PROPOSALS FOR FINAL PLANS AND SPECIFICATIONS  
FOR CHISHOLM PUBLIC SAFETY BUILDING**

Moved by Councilor Campbell and supported by Councilor Lantz to authorize the City of Chisholm to request bids to retain the services of a professional architectural firm, specializing in the design of Public Safety (Police and Fire) buildings.  
Voting Aye: All Motion Carried

**HIBBING CHEMICAL ADVISORY COMMITTEE'S REQUEST FOR CITY ORDINANCE  
TO BAN TOBACCO SALES TO THOSE UNDER 21 YEARS OF AGE**

This was an informational item at this time. Administrator Bill Manney will attend the meetings and report back.

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**UNORGANIZED TOWNSHIP 59-21 FIRE PROTECTION SERVICES AGREEMENT**

Moved by Councilor Vake and supported by Councilor Lantz to enter into agreement with St. Louis County for Fire Protection Services for 2020 for Unorganized Township 59-21 for the amount of \$15,922.77 to be paid twice per year. This represents a three (3%) percent increase from 2019.

Voting Aye: All

Motion Carried

**ACCEPT RESIGNATION OF TRUCK DRIVER ROBERT CARLSON**

Moved by Councilor Varda and supported by Councilor Vake to accept the letter of resignation from Truck Driver Robert Carlson effective August 14, 2019 and to thank him for his service.

Voting Aye: All

Motion Carried

**POST INTERNALLY FOR VACANT TRUCK DRIVER POSITION**

Moved by Councilor Campbell and supported by Councilor Vake to post internally for the vacant truck driver position.

Voting Aye: All

Motion Carried

**MISCELLANEOUS ITEMS**

Councilor Vake would like three items put on the next agenda 1) Campgrounds, 2) Alleys & 3) Dog Park Mayor Champa mentioned there is one vacant Housing & Redevelopment Authority (HRA) board position and the HRA is rewriting their by-laws. We will wait for them to be complete before we advertise for this position.

Councilor Lantz announced the City of Bagley with a population of 1,500 has camera's watching their parks. Councilor Varda would like to discuss splashpads at a future meeting.

**ADJOURN REGULAR COUNCIL MEETING**

Moved by Councilor Campbell and supported by Councilor Lantz to adjourn the Regular Council meeting at 7:07 p.m.

Voting Aye: All

Motion Carried

/s/ John A. Champa  
Mayor

Attest:

/s/ William Manney  
City Clerk-Treasurer/Administrator