

**CHISHOLM CITY COUNCIL
REGULAR MEETING – AUGUST 14, 2024**

Mayor Adam Lantz called the Regular Meeting to order at 5:30 p.m.

Present: Council Members Marty Halverson, Cheyenne Mikkola-Rahja, April Fountain, Jed Holewa, Travis Vake, and Mayor Adam Lantz.

Absent: None

Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Police Chief Vern Manner, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, Library Supervisor Katie Christenson, Attorney Bryan Lindsay, Confidential Administrative Assistant Susan Trunk, Dona Rahkola with Mesabi Community TV, and Bob Sterns from Fishing with Vets, and Darlene Salo for public participation.

ADOPT THE AGENDA

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt the agenda with additions: 1) Resolution Number 0824-65 PERA Police Officer Declaration Kaija Gams. 2) Resolution Number 0824-66 PERA Police Officer Declaration Nathan Cappo. 3) Resolution Number 0824 -67 Authorizing Chisholm, MN to Make Application to, and to Accept Grant Funds from IRRR Bonds Issued per MN Laws 2024, Chapter 127, Article 69, Sections 45-16. 4) Add Sister City to the Working Session to be scheduled.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Bob Sterns, Director of Operations-Fishing with Vets, discussed with council and answered questions about the upcoming Fishing with Vets 11th Annual Mudfest.

Darlene Salo discussed with the council her concerns about the picnic tables and canopies across the street from her residence. Attorney Lindsay evaluated the process and determined that the city is not exposed to any unreasonable risk and that the processes were followed appropriately and that the tables and pavilions are placed legally.

REPORTS

Councilor Halverson reported he attended the park board meeting, numerous Redhead committee meetings, the Redhead open house at city hall, and the special meeting.

Councilor Mikkola-Rahja reported that she attended the HRA meeting and will be attending another one.

Councilor Fountain did not have a formal report but commented on the wonderful tour from the mayor of the public safety building. She did 8-9 hours of research and calls on somethings in the packet.

Councilor Holewa reported that he attended the PUC meeting, Sanitary Sewer District meeting, a garden meeting, a special council meeting, the EDA retreat meeting on Monday, attended the Redhead planning meeting, worked as an election judge, and attended national night out. The Lake Street Market is coming up on Thursday, August 22nd from 3:00-8:00 pm.

Councilor Vake commented on the movie that is being filmed in Chisholm. He thanked Robert and his compadres who came here and did the film. He was able to see the upstairs of the old police/fire building for the first time. He gave a plug to the cheerleaders at the school, they are promoting a phenomenal booster of the Bluestreak logo that you get painted on your sidewalk or driveway, he thinks every business and every household should get it. If you want it, contact the cheerleaders.

Mayor Lantz thanked all those who voted and congratulated everyone that moved on. The top three contenders are incumbents, and he said it shows that the people in the community are paying attention. He has had a number of people contacting him about the construction in town. It is definitely a move of progress in updating infrastructure. Things are going very well. Prior to the meeting he received a call to point out that the Chisholm Police Officers are assisting above and beyond, and he continues to receive calls on behalf of the public works, ambulance, fire, and police. He thanked the supervisors for doing a wonderful job. He will miss the CHAA meeting on Monday and the 2nd regular meeting on September 25th.

Ambulance Director did not have a report.

**CHISHOLM CITY COUNCIL
REGULAR MEETING – AUGUST 14, 2024**

Fire Chief Masucci absent but sent a report through the mayor. There were 60 calls for the 2nd quarter, 101 the first 6 months, June 18th there was a number of calls for flooded basements, a couple weeks ago there was a storm that rolled through knocking down trees and powerlines. They were in Hibbing for 4 hours that night. He thanked all the first responders that came out and went above and beyond. The annual pump testing is complete and all engines passed. Police, fire, and ambulance all participated in the National Night Out. He thanked the people who put it on in Chisholm and Balkan. He also extended his thanks to Larry and his crew for helping to get rid of all the materials that were not coming to the new public safety building.

Police Chief Manner reported that for the first time in 8 years they are fully staffed with officers and were able to take down the job postings. Field training should be complete for all officers around December. He addressed questions about if there should be signs that direct people to the front doors of the new public safety building. He will discuss options with Larry. City Building Official Galli did not have a report.

City Consultant Engineer Johnson reported that at the preconstruction conference on the 2024 mill and overlay project, the approximate schedule is around Labor Day and will take 6-8 days to complete all the alleys, streets, and parking lot. A letter was sent to those in the feasibility study to let them know they no longer have a pending assessment on the assessment roads and timelines for the work. Great progress has been made this week on the 5th Street South project, its excavated between 1st and 2nd Avenues SW, yesterday they were putting down the fabric, today they were putting down the gravel, and if the weather holds, they will have a concrete crew in on Friday. The water and sewer are all done from Central Avenue down to the lake but they will have to hold off replacing the sewer and water in the alley until the streets in front are serviceable so that people will have a place to park and have access to their property. Things are going well and we just need continued good weather.

Public Works Supervisor Folstad reported that seasonals are almost already done already. They are headed back to sports and school. Most of the projects are winding up, they will still be mowing and such in the parks. The public is starting to notice the dead elm trees, he is giving them numbers of who they can contact. He has met with two foresters and there is nothing they can do but focusing on areas where they could fall on people such as the campground. They are a little short handed again in public works, but a new employee is starting next week. He is looking for engineers or specialty people to help with the 90-thousand-dollar storm sewer grant.

Parks/Trails/Recreation Director Maruska reported that if there is an elm tree on your land, there is an injection for preventative care. There were 129 participants in the summer rec programs, which was 2 up from last year. Flag football registration is open, 7 kids have signed up so far, grades 4-6, hoping to get a big group signed up this year. Youth Center Attendants job posting is up and they are looking for up to three attendants. It's a great job for someone that is 18 plus who may be going into education. She gave a shout out to the summer recreation staff who were phenomenal, the coordinators and specialists were outstanding, and it was a really fun summer. Rock Solid is at Redhead and starting to do work, if you on the trails, stay clear of them and be aware of your surroundings.

Library Supervisor Christenson reported that they are starting to wrap up summer programming and shifting to their fall agenda items. Mackenzie the intern is done next week. She has been a great help with the influx of patronage and summer programing. Supervisor Christenson thanked the council for their support of the summer hire as it makes a big difference to them. She also thanked Mackenzie for her hard work and willingness to jump feet first into the organized chaos of the summer. Next week there is Keltic music by Willow Brae legacy program on Wednesday, August 21st, from 11-12 right after story time expressing Irish and Scottish tunes. The duets will be playing harps, wooden flutes, various bag pipes. The rest of the month they are concentrating on inhouse cleaning, dusting book shelves and working though inventory. The QR codes went live in Troll Park and they have received 36 surveys so far. If you want to interact with the space and leave feedback on the future plans for the park, you are invited to scan the QR code or use a paper form located in the library. they would love to hear from you. They are finalizing the call out to artists for that mural. The surveys have been super helpful, thank you to everyone.

City Attorney Lindsay did not have a report but responded to Councilor Holewa's question about blight. Chief Manner responded that they are getting up to speed in both Chisholm and Buhl.

Administrator/Interim Clerk Treasurer Skraba reported that it was a good day in elections. She thanked Kristi and Denise for all of their work on that, especially Kristi, she is very knowledgeable on the election and does a good job. The election clerks are also the judges, it was awesome to have their participation, thank you Jed. She will no longer be the interim clerk-treasurer, Devin starts next Monday on a full-time basis and will be meeting all the department heads. If councilors would like to meet him prior to next week please stop by.

APPROVE THE CONSENT AGENDA

Moved by Councilor Holewa and supported by Councilor Vake to Approve the Consent Agenda including the List of Bills, Communications, Meeting Minutes from the July 10, 2024 Regular Meeting with a correction to Erik Carlson's name, July 22, 2024 Special Meeting, payroll, and overtime.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – AUGUST 14, 2024**

RESOLUTION NUMBER 0824-65 PERA POLICE OFFICER DECLARATION KAIJA GAMS

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0824-65 PERA Police Officer Declaration Kaija Gams.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0824-66 PERA POLICE OFFICER DECLARATION
NATHAN CAPPO**

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 0824-66 PERA Police Officer Declaration Nathan Cappo.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

AMEND ORDINANCE 153.04 2nd READING

Moved by Councilor Vake and supported by Councilor Holewa to acknowledge the 2nd reading of Amendment to Ordinances 153.04.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Holewa, Vake, and Mayor Lantz

Voting Nay: Councilor Fountain

Absent: None

Motion Carried

APPROVE THE CHANGE TO ORDINANCE 153.04

Moved by Councilor Vake and supported by Councilor Holewa to accept and adopt the change to Ordinance 153.04.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Holewa, Vake, and Mayor Lantz

Voting Nay: Councilor Fountain

Absent: None

Motion Carried

AMEND ORDINANCE 153.07 2nd READING

Moved by Councilor Holewa and supported by Councilor Vake to acknowledge the 2nd reading of Amendment to Ordinances 153.07 with the correction/clarification of the word “by” on # 8 to read “and”.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Holewa, Vake, and Mayor Lantz

Voting Nay: Councilor Fountain

Absent: None

Motion Carried

APPROVE THE CHANGE TO ORDINANCE 153.07

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to accept and adopt the change to Ordinance 153.07.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Holewa, Vake, and Mayor Lantz

Voting Nay: Councilor Fountain

Absent: None

Motion Carried

PLANNING COMMISSION REZONING REQUEST 400-1ST STREET NW

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to approve the rezoning request of Randy and Mandy Neinas, 400 1st Avenue, NW to rezone the property from existing business (EB) to Residential (R-2) for a 4-apartment residential building.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**CHANGE ORDER NUMBER 2 FOR 5TH STREET SOUTH INFRASTRUCTURE
REPLACEMENT PROJECT**

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to approve Change Order Number 2 for the 5th Street South Infrastructure Replacement Project.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – AUGUST 14, 2024**

**PAY APPLICATION NUMBER 5 FOR THE 5TH STREET SOUTH IMPROVEMENT
PROJECT**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve Pay Application Number 5 for the 5th Street South Improvement Project in the amount of \$400,930.12.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

PAY APPLICATION NUMBER 17 FOR THE PUBLIC SAFETY BUILDING

Moved by Councilor Holewa and supported by Councilor Halverson to approve Pay Application Number 17 for the Public Safety Building in the amount of \$291,615.12 to Adolfsen & Peterson Construction.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 0824-59 AWARD OF BID FOR TOMASSONI MEMORIAL ARCH

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 0824-59 to Award Bid for Tomassoni Memorial Arch to TNT Construction Group, LLC. in the amount of \$357,800.00.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0824-60 APPOINT SCOTT DANIELSON TO LEAD
BUILDING/MAINTENANCE/PARKS POSITION**

Moved by Councilor Vake and supported by Councilor Holewa to adopt Resolution Number 0824-60 Appoint Scott Danielson to Lead Building/Maintenance/Parks Position.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

ENTER INTO CONTRACT WITH STRATELIGENT

Moved by Councilor Vake and supported by Councilor Holewa to approve entering into contract with Strateligent for Redhead consulting not to exceed \$25,000.00

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

HIRE MATT NELSON AS YOUTH FLAG FOOTBALL COACH

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to hire Matt Nelson as the Youth Flag Football Coach.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0824-61 REQUIRING THE TALLY OF WRITE-IN VOTES ONLY
IF WRITE-IN VOTES ARE GREATER THAN A BALLOT CANDIDATES TOTAL VOTES**

Moved by Councilor Holewa and supported by Councilor Vake to adopt Resolution Number 0824-61 Requiring the Tally of Write-In Votes Only If Write-In Votes Are Greater Than a Ballot Candidates Total Votes.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**MINNESOTA PFA GRANT & LOAN AGREEMENT FOR 5TH STREET SOUTH SANITARY
SEWER IMPROVEMENTS.**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the Minnesota PFA Grant & Loan Agreement for 5th Street South Sanitary Sewer Improvements.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – AUGUST 14, 2024**

**MINNESOTA PFA LOAN AGREEMENT FOR 5TH STREET SOUTH WATERMAIN
IMPROVEMENTS**

Moved by Councilor Fountain and supported by Councilor Halverson to approve the Minnesota PFA Loan Agreement for 5th Street South Watermain Improvements
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None Motion Carried

**APEX ENERGY SAVING AGREEMENT FOR CHISHOLM CITY SPORTS ARENA
UPGRADE**

Moved by Councilor Vake and supported by Councilor Holewa to approve the APEX Energy Saving Agreement for Chisholm City Sports Arena Upgrade.
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None Motion Carried

PURCHASE OF 22 WEST LAKE STREET

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to approve the purchase of 22 West Lake Street to Children’s Dental Services contingent on an agreement that Children’s Dental Services will have 30 months from the day the agreement is finalized to complete the build with a reasonable extension if interruptions take place and due diligence is followed.
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None Motion Carried

**RESOLUTION NUMBER 0824-62 AUTHORIZING THE CITY OF CHISHOLM TO
REQUEST THE TRANSFER OF OWNERSHIP OF LOT 24, 25 & 26, BLOCK 20,
CHISHOLM, MN FOR USE OF HOUSING REHABILITATION**

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to adopt Resolution Number 0824-62 Authorizing the City of Chisholm to Request the Transfer of Ownership of Lot 24, 25 & 26, Block 20, Chisholm, MN for use of Housing Rehabilitation
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None Motion Carried

ARCHITECTURAL PREDESIGN CONTRACT WITH ARCHITECTURE ADVANTAGE

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the Architectural Predesign Contract with Architecture Advantage.
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None Motion Carried

**RESOLUTION NUMBER 0824-67 AUTHORIZING CHISHOLM, MN TO MAKE
APPLICATION AND TO ACCEPT GRANT FUNDS FROM IRRR REVENUE BONDS**

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to adopt Resolution Number 0824-67 Authorizing Chisholm, MN to make application and to accept grant funds from IRRR Revenue Bonds issued per Minnesota Laws 2024, Chapter 127, Article 69, /sections 15-16.
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None Motion Carried

**SIDELINES SPORTS BAR REQUEST FOR STREET CLOSURE AND CITY-WIDE
FESTIVAL**

Moved by Councilor Fountain and supported by Councilor Halverson to approve Sidelines Sports Bar request for street closure and to declare a city-wide festival. Noise ordinance extension until 11:00 pm.
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – AUGUST 14, 2024**

11TH ANNUAL MUDFEST, FISHING WITH VETS FUND RAISER

Moved by Councilor Holewa and supported by Councilor Vake to approve the request for street closures, declare a city-wide festival, provide in-kind services of trash receptacles and street barricades, and noise ordinance extension until 11:00 pm for the 11th Annual Mudfest, Fishing with Vets Fundraiser.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

30 WEST REQUEST REGARDING SEWER LINE REPAIR COSTS

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to send the request to the Public Utilities Commission Per City of Chisholm Policy.

Voting Aye: Councilors Mikkola-Rahja, Holewa, and Mayor Lantz

Voting Nay: Councilors Halverson, Fountain, and Vake

Absent: None

Motion Failed

SCHEDULE A WORKING SESSION

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to schedule a working session to discuss moving the fitness equipment to the vacant ambulance building, ordinance regarding holiday decorations, food truck/mobile food unit regulations, and Sister City on Tuesday, August 27, 2024 at 5:00 pm.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

MISCELLANEOUS

Councilor Halverson commented that the copy of the permit under item number G. 3 is not clear. He said in general, particularly colored copies are virtually unreadable, fine print, blotchy colors. It is hard to grasp a lot of things in the packet. He suggested getting a new machine or getting it fixed.

Councilor Holewa asked if there was a maintenance plan for the generator at the new public safety building. Administrator Skraba will ask the contractor for a copy.

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to adjourn the regular meeting at 7:49pm.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

Attest:

Adam Lantz, Mayor

Stephanie Skraba, Administrator