

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 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, Adam Lantz, Travis Vake, and Mayor John Champa

Absent: Councilor Varda

Also Present: Administrator Bill Manney, City Attorney Bryan Lindsay, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Fire Chief Bob Brown, Library Supervisor Katie Christenson, Police Chief Vern Manner, Public Works Supervisor Larry Folstad, and Administrative Assistant Margaret Gornick

ADOPT THE AGENDA

Moved by Councilor Campbell and supported by Councilor Vake to adopt the Agenda as presented.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Campbell encouraged people to have a voice in the community by becoming a Board or Commission member to share their creative ideas instead of putting them on Facebook or Social Media. There are open Boards & Commissions positions at this time if you would like to apply.

Councilor Fountain thanked the Chisholm Police Department staff for hand delivering the confidential agenda packets to the Council member's homes. She thanked the Chisholm Police Department for all that they do. She spoke with former council member Steve Cook and he would like to be a part of the Comprehensive Plan discussion with SE Group next year and that he was the co-founder of the Redhead Mountain Bike Trail and is on the committee as well. He has some wonderful ideas and has all the paperwork about the project when they started. He has some great new ideas on how to bring tourism and people to Chisholm. She thanked the City Services staff for the great job they are doing removing snow and starting early to do so. She attended the school board meeting on Monday as a parent in the community. She encouraged parents that have children in the school district to attend meetings and to run for the school board positions. There will be three open positions 12/31/2021. She said there is valuable information that is discussed at these meetings. She encouraged people to have a voice for our kids. She congratulated Jennifer Benchina-Showalter. She also invited the public to attend the Chisholm City Council meetings, to also let their voice be heard. Downtown Christmas in Chisholm will be on Saturday, December 14th. There will be great events from 9:00 a.m. – 5:00 p.m. They added an event at Valentini's where there will be a free hot cocoa bar from 12:00 p.m. – 2:00 p.m. The Grace Lutheran Church has a free ham dinner every third Wednesday of each month from 4:30 p.m. – 6:30 p.m. Everyone is invited. She announced the Lad 'N' Dad venison stew supper is December 11, 2019 at 6:00 p.m. at the Baptist Church. A Bluegrass Christmas with Monroe Crossing will be at the Chisholm Baptist Church on Sunday, December 15, 2019 at 6:00 p.m. She congratulated Dillon Anderson who has been with the Fire Department for seven years. She also thanked the Fire Department members for the fantastic job that they are doing.

Councilor Lantz reported kids are not able to walk on snow covered sidewalks. There are Ordinances that can be enforced if home owners don't clear snow from their sidewalks. He asked people to be neighborly and to clear the snow from sidewalks for kids walking to and from school. If you see kids walking on the streets, ask them to walk single file.

Councilor Vake announced the Chisholm Kiwanis Club will be hosting the annual Holly Jolly event at the MN Discovery Center on Thursday, December 12, 2019 from 4 - 7 p.m. In previous years, they have had over 500 people attend. The Fire Department will be bringing Santa to the event and you can have your photo taken with Santa.

Mayor Champa reported the application process to apply for vacant Boards & Commissions positions will close tomorrow. There are vacancies available on the Airport Authority, the Economic Development Authority, the Housing & Redevelopment Authority, the Library Board, the Police Commission, the Public Utilities Commission & the Recreation Board. He announced the Public Utilities Department offers the "Gift of Utilities" so you can purchase utilities (water, sewer, garbage & recycling) for the person who has everything or is in need.

Public Works Supervisor Larry Folstad reported he and his staff continue to clear snow. The snowblower is still down, they are using a demo machine from Ziegler to try out different attachments. His staff is training on the grader for cross training purposes even when there is no snow to remove. The Do-Bid auction for surplus equipment ended. He was pleased with the results and will have a full report from Do-Bid when he receives it.

Library Supervisor Katie Christenson announced the Library will be busy next week with Craft week for the holidays. The crafts for the week are: Monday - Gingerbread Houses, Tuesday - Marshmallow Snowman & Rice Krispy Treats, Wednesday they will show a movie after school, the craft will be Paper Chain Link Garland & Cookie Decorating. The Open House will also be on Wednesday where treats, coffee and hot apple cider will be served. Thursday - Dream Catchers & Friday - Bingo Dauber Fun. She reported the library steps were repaired by Mark Riipinen in October. They took out the bottom platform and re-poured it and put in some extra relief cuts. The steps were still under warranty so there is no cost to the City.

Police Chief Vern Manner and his staff met with Five Bugles last week. When they first met with them a few years ago they made a presentation that was for the Los Angeles Police & Fire Departments and what those departments looked like. Then they downsized it to fit Chisholm. They sat with Consultant Engineer Jim Johnson back then and came up with a plan that was more of a cookie cut version. Now they have customized the plans to meet Chisholm's needs. Building Official Mandy Galli also attended the meeting last week and so did Fire Chief Bob Brown to give their input. There was a lot of sharing of good information. They should be receiving the customized drawing for Chisholm from Five Bugles next week.

ACCEPT THE CONSENT AGENDA

Moved by Councilor Lantz and supported by Councilor Vake to accept the Consent Agenda, including the List of Bills, Minutes of the previous November 21, 2019 Budget Working Session, November 26, 2019 Regular Meeting, December 2, 2019 Budget/General Discussion on Contracts Working Session Meeting, Payroll and Overtime.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 2019
(Continued)**

DAMAGED FIVE GLOBE STREET LIGHT STRUCTURE

Moved by Councilor Campbell and supported by Councilor Fountain to authorize the purchase of a five globe street light structure to replace the one on 1st Ave NW & West Lake Street in front of Valentini's that was damaged by a Public Works employee during the recent snowstorm. The street light structure is covered by insurance and the City will absorb the \$500.00 insurance deductible.

Voting Aye: All

Motion Carried

SNOW EMERGENCY POLICY – LARGE SNOW EVENT

Public Works Supervisor Larry Folstad has fielded some calls and answered questions from residents as to whether the City of Chisholm is prepared for a large snow event. He said this is a work in progress and he will have a more formal plan in place next year. They currently work on clearing snow from streets and avenues with assigned routes for 8 – 12 hour shifts. Next year they will work 24 hours around the clock with a minimum of 4 people on and 4 people off if a large emergency snow event occurs

**RESOLUTION NO. 1219-75 – APPLY FOR & RECEIVE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR
COUNTY STATE AID HIGHWAY (CSAH) #67 (4TH AVE SE) WATERMAIN LOOPING PROJECT**

Moved by Councilor Fountain and supported by Councilor Campbell to adopt Resolution No. 1219-75 to authorize the administrator to apply for and receive grant funds in the amount of \$50,000.00 Community Development Block Funds for the CSAH #67 (4TH Ave SE) Watermain Looping Project. The Administrator, Consultant City Engineer & Building Official will attend the CDBG grant presentation meeting on January 8, 2020.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 1219-76 – APPLY FOR & RECEIVE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE FIELDHOUSE PROJECT**

Moved by Councilor Lantz and supported by Councilor Campbell to adopt Resolution No. 1219-76 to authorize the administrator to apply for and receive grant funds in the amount of \$50,000.00 Community Development Block Funds for the Fieldhouse Project.

Voting Aye: All

Motion Carried

**AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME)
REQUEST TO CHANGE WORK HOURS ON CHRISTMAS EVE & NEW YEAR'S EVE**

Moved by Councilor Campbell and supported by Councilor Lantz to grant the request of AFSCME to change their work hours on Tuesday, December 24, 2019 (Christmas Eve Day) from 5:00 a.m. – 1:00 p.m. and on Tuesday, December 31, 2019 (New Year's Eve Day) from 5:00 a.m. – 1:00 p.m. Councilor Fountain seconded the motion for discussion to ask if the Library would be open. Library Supervisor Katie Christenson responded that the Library will be open and she will be working.

Voting Aye: All

Motion Carried

SCHEDULE BUDGET WORKING SESSION

Moved by Councilor Campbell and supported by Councilor Fountain to schedule a Special Budget Working Session for Wednesday, December 18, 2019 at 5:00 p.m. to discuss the final levy and 2020 budget.

Voting Aye: All

Motion Carried

REORGANIZATIONAL MEETING SCHEDULED FOR TUESDAY, JANUARY 7, 2020 AT 5:30 P.M.

This was an informational item at this time.

**ACCEPT HOUSING & REDEVELOPMENT AUTHORITY (HRA)
BOARD MEMBER RICHARD ROJESKI'S LETTER OF RESIGNATION**

Moved by Councilor Campbell and supported by Councilor Lantz to accept HRA Board Member Richard Rojas's Letter of Resignation effective January 31, 2020.

Voting Aye: All

Motion Carried

MISCELLANEOUS ITEMS

Councilor Fountain would like an update on the Iron Trail Campground. Mayor Champa responded that he and the committee met with Lance and Debbie Lokken. Public Works Supervisor Larry Folstad and Councilor Lantz were at the campground today. The Mayor will have an update at the next council meeting.

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Campbell and supported by Councilor Fountain to adjourn the Regular Council meeting at 6:37 p.m.

Voting Aye: All

Motion Carried

/s/ John A. Champa,
Mayor

Attest:

/s/ William Manney,
City Clerk-Treasurer/Administrator