

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 2024**

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

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

Absent: Councilor April Fountain

Also Present: City Administrator Stephanie Skraba, Clerk Treasurer Devin Ceglar, Interim Fire Chief Jason Worlie, Police Chief Vern Manner, 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, and Donna Rahkola with Mesabi Community TV.

ADOPT THE AGENDA

Moved by Councilor Vake and supported by Councilor Halverson to adopt the agenda with a corrected version of the Fire Relief Bylaws, addition from Attorney Lindsay on blighted property civil action, and the removal of the fee schedule.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

There was no public participation.

REPORTS

Councilor Halverson reported that he attended a Redhead Committee meeting.

Councilor Mikkola-Rahja reported that as her time on the city council comes to a close, she wanted to expressed her sincere gratitude to everyone for their support, patience, and insight that have made these four years on the council an enjoyable journey of growth and learning. She is so grateful for this experience and all that she has learned from it. She expressed her gratitude for the dedicated city staff, their hard work and commitment to the community does not go unnoticed. She remarked that staff have all gone above and beyond to serve our residents and she is thankful to have had the opportunity to work closely with many of the staff over the years allowing her to get to know people professionally and even to form a few friendships. She thanked community members for trusting her to be a voice on the council these past four years. The feedback, questions, and active participation have shaped decisions and improved the community. She thanked the community for being engaged and making the community a better place to work, live, and play. She is proud of what was accomplished together; the continued roads and alley improvements, getting the public safety building across the line, working to find housing solutions, and expanding and improving the city parks. She expressed there has been a positive impact not just on the city but also on the region. While her time on the council is ending her commitment to the community will not. Councilor Mikkola-Rahja looks forward to continuing to be a part of this great city and excited for her next chapters. "Thank you all".

Councilor Fountain was absent.

Councilor Holewa reported that he attended the Beautification Meeting.

Councilor Vake wished everyone a Merry Christmas and thanked the staff for all of their hard work. A lot has been done a lot in this calendar year. He thanked staff for continuing to be the best staff in the heartbeat of the range. The Polar Bear Days are coming up with a Bluestreaks bingo kickoff on February 5th. The Holly Jolly put on by Kiwanis is Thursday at the Discovery Center from 4 to 7. Councilor Vake gave a plug to the "My Town" Documentary. He was able to attend the premier at the Twin Cities Festival and has heard lots of good things and complements about the documentary of Chisholm. He expressed his gratitude to the Council, Administrator Skraba, and the EDA for allowing Chisholm to be part of that. His hopes are that Cory who is in the film, will come to Chisholm and show the film in the auditorium at the school.

Mayor Lantz did not have a formal report but wished everyone a safe and happy holiday. He expressed his gratitude to Councilor Mikkola-Rahja for her service.

Ambulance Director Larson did not have a report.

Interim Fire Chief Jason Worlie reported that they up to 200 calls so far this year, which is the first time they have done that. They hosted, in the new public safety building, the Arrowhead regional meeting, it went really well and everyone was very impressed with the building. The gear dryer is in and installed.

Police Chief Manner did not have a report but thanked Councilor Mikkola-Rahja for her service. Building Official Galli was absent.

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 2024**

City Consultant Engineer Johnson did not have a report.

Public Works Supervisor Folstad said they had their first significant snowfall, it was heavy and wet, with the ground not quite frozen a few boulevards grass got rolled. Those will get fixed in the spring. He encouraged people to call if there is an issue at 218-254-7920. There are some new employees that are new at plowing alleys. If something is forgotten, please call. Sometimes they are delayed such as Sunday night when there was a watermain break. He thanked Councilor Mikkola-Rahja for her service.

Parks/Trails/Recreation Director Maruska reported that she will have a master plan ready for the December 30th meeting. The skating rink attendant positions have not been filled yet but will be getting flooded thanks to Public Works. She thanked Councilor Mikkola-Rahja for all her service. Library Supervisor Christenson reported that Bringing Light to Chisholm was a big success, weather was great, people were outside enjoying the animals, bonfires, and cooking smores on Lake Street. There were 500 people were in the library in two hours. A lot going on downtown, new businesses participated this year including the Chisholm Baptist Choir sang on Lake Street for the first time. Supervisor Christenson thanked all the businesses and volunteers that helped create that magical small-town experience for the community. Over the next few weeks, they will be spending time weeding their collection and reorganizing some shelves to make new space. Graphic novels are starting to become a huge demand in the community. They are working on how to fit a whole new genre into their collection and stay current with the changing times and meeting the demands of the younger generation. They are gearing up for the winter reading program that is starting in February along with some additional family programming for Polar Bear Days.

Attorney Bryan Lindsay provided an update on blight properties. He had brought along some of the draft complaints for public nuisance blight properties last meeting for council viewing. Those are complete and they will take advantage of a mail service role that should save the city some funds in getting those served. He asked the council; at the first meeting in January, or a meeting in January, the council to set aside some time either as a working session or some time during the meeting, to invite those who are subject to those complaints to be provided with one final opportunity to address the council and try to resolve without litigation. It should only take 20-30 minutes.

Clerk-Treasurer Ceglar did not have a report.

Administrator Skraba recognized everyone's hard work and dedication. The city is at a record high number of contracts, even needing to go to a second drawer. If it was not for the hard work, we could not have accomplished the things that have gotten done here at the city. She thanked the council for supporting the work that we do, and a special thank you to Councilor Mikkola-Rahja who will be missed and wished her the best of luck.

APPROVE THE CONSENT AGENDA

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to Approve the Consent Agenda including the List of Bills, Communications, Meeting Minutes from the November 27, 2024 Regular Meeting, payroll, and overtime.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

PARAMEDIC JOB DESCRIPTION

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve the Paramedic Job Description.

Voting Aye: Councilors Halverson and Mikkola-Rahja

Voting Nay: None

Abstaining: Councilors Holewa, Vake, and Mayor Lantz

Absent: Councilor Fountain

Motion Carried

REQUEST TO SIGN BRAUN PROPOSAL FOR NEW AMBULANCE

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the Braun proposal for a new ambulance.

Voting Aye: Councilors Halverson and Mikkola-Rahja

Voting Nay: None

Abstaining: Councilors Holewa, Vake, and Mayor Lantz

Absent: Councilor Fountain

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 2024**

REQUEST TO ORDER LIFE PACK 35 CARDIAC MONITOR

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve the purchase of Life Pack 35 Cardiac Monitor.

Voting Aye: Councilors Halverson and Mikkola-Rahja

Voting Nay: None

Abstaining: Councilors Holewa, Vake, and Mayor Lantz

Absent: Councilor Fountain

Motion Carried

FIRE FIGHTER WAGE INCREASE

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve the wage increases for Fire Fighters to \$16.00 per hour, and additional \$50.00 per month for officers, and 1.5 of hourly for holidays (New Year's Day, Martin Luther King Jr. Day, President's Day, Good Friday, Memorial Day, Juneteenth, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day).

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

Voting Nay: None

Abstaining: Mayor Lantz

Absent: Councilor Fountain

Motion Carried

REVISED BYLAWS FOR CHISHOLM FIRE DEPARTMENT RELIEF ASSOCIATION

Moved by Councilor Vake and supported by Councilor Holewa to approved the revisions of the Chisholm Fire Department Relief Association.

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

Voting Nay: None

Abstaining: Mayor Lantz

Absent: Councilor Fountain

Motion Carried

REQUEST TO PURCHASE RADIOS FOR ALL PUBLIC SAFETY

Moved by Councilor Mikkola-Raha and supported by Councilor Halverson to approve the purchase of 800 MHz radios for all Chisholm Public Safety.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

**RESOLUTION NUMBER 1224-99 FUNDING APPLICATION TO IRRR FOR 2025
INFRASTRUCTURE REPLACEMENT PROJECT**

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adopt Resolution Number 1224-99 Funding Application to IRRR for 2025 Infrastructure Replacement Project.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

PAY APPLICATION NUMBER 2 FOR THE CHISHOLM SPORTS ARENA COMPLEX

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to approve Pay Application Number 2 for the Chisholm Sports Arena Complex in the amount of \$113,444.85.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

PAY APPLICATION NUMBER 9 FOR 5TH STREET SOUTHEAST IMPROVEMENTS

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to approve Pay Application Number 9 for 5th Street Southeast Improvements in the amount of \$ 77,797.89.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

Recess to Truth in Taxation at 6:01pm.

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 2024**

PRESENTATION OF TRUTH IN TAXATION

Clerk-Treasurer Devin Ceglar provided the council and public with a review of what the Levy is used for, consists of, and factors that determine the property tax levy. He discussed in detail; General Fund Revenues and source, the Budgeted General Fund Expenditures per department, fund comparisons, and Levy increases over the previous 5-years. Clerk-Treasurer Ceglar also provided a breakdown per percentage of proposed increase for FY25 and the Capital Project Funds Budget Summaries.

Truth in Taxation adjourned at 6:28 pm

Reconvened Regular Council Meeting at 6:28 pm

RESOLUTION NUMBER 1224-100 ACCEPT DONATIONS OF COURSE TAILINGS

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adopt Resolution Number 1224-100 Accept Donations of Course Tailings.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

**RESOLUTION NUMBER 1224-101 MAKE APPLICATION TO MINNESOTA
DEPARTMENT OF NATURAL RESOURCES FEDERAL RECREATIONAL TRAIL
PROGRAM**

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to adopt Resolution Number 1224-101 Make Application to Minnesota Department of Natural Resources Federal Recreational Trail Program.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

ENTER INTO CONTRACT WITH BARR ENGINEERING

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to approve entering into contract with BARR Engineering to assist with trail design, mapping, and support services on a second trail building RFP.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

**RESOLUTION NUMBER 1224-102 ACCEPT LIBRARY DONATION FROM EVELETH
ELKS.**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to adopt Resolution Number 1224-102 Accept Library Donation from Eveleth Elks in the amount of \$500.00.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

**RESOLUTION NUMBER 1224-103 FINAL TAX LEVY FOR 2025 AND ESTABLISHING
GOVERNMENTAL FUNDS BUDGET FOR 2025**

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to adopt Resolution Number 1224-103 Final Tax Levy for 2025 and Establishing Governmental Funds Budget for 2025. The Levy was increased by 5%.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

RESOLUTION NUMBER 1224-104 ADOPTING THE 2025 ENTERPRISE FUND BUDGETS

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to adopt Resolution Number 1224-104 Adopting the 2025 Enterprise Fund Budgets.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 2024**

SPECIAL ASSESSMENT DEFERRALS

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to deny Applicant #1 and Applicant # 2 due to not meeting the conditions for Special Assessment Deferrals per City of Chisholm Resolution Number 0414-37 Assessment Deferral Policy.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

SPECIAL ASSESSMENT DEFERRALS

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to approve Applicant #3 for Special Assessment Deferral contingent on tax information per City of Chisholm Resolution Number 0414-37 Assessment Deferral Policy.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

BUILDING LEASE AGREEMENT FOR THE FIRE HALL/POLICE STATION

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to approve the Building Lease Agreement for the Fire Hall/Police Station.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

CHRISTMAS EVE BUILDING HOURS

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve adjusting city building hours to 5:00 am to 1:00 pm on Tuesday, December 24th, 2024 in observance of Christmas Eve.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

APPOINT TERRY SAMSA TO THE CHISHOLM HIBBING AIRPORT AUTHORITY

Moved by Councilor Vake and supported by Councilor Holewa to appoint Terry Samsa to the Chisholm Hibbing Airport Authority (CHAA).

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

**RESOLUTION NUMBER 1224-105 CENTRAL IRON RANGE SANITARY SEWER
DISTRICT (CIRSSD) APPOINTMENT LARRY PERVENANZE.**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to adopt Resolution Number 1224-105 Central Iron Range Sanitary Sewer District (CIRSSD) Appointment Larry Pervenanze for a three-year term beginning January 1, 2025.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

CIGARETTE/TOBACCO LICENSE APLICATIONS

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to approve cigarette/tobacco license applications contingent upon meeting all state and local requirements.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

SCHEDULE A REORGANIZATIONAL MEETING FOR JANUARY 7, 2025

Moved by Councilor Vake and supported by Councilor Holewa to Schedule a Reorganizational Meeting on January 7, 2025 at 5:30pm.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 11, 2024**

CHISHOLM FOOD SHELF DONATION REQUEST

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to donate \$1,000.00 to the Chisholm Food Shelf.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adjourn the regular meeting at 7:06 pm.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

Attest:

/s/Adam Lantz, Mayor

/s/Stephanie Skraba, Administrator