

**CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 13, 2023**

CALL TO ORDER

Mayor Adam Lantz called the City Council Meeting to order in the City Hall Council Chambers at 5:30 p.m.

ROLL CALL

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

Absent: Councilor April Fountain

Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Clerk-Treasurer Eileen Zah, Confidential Administrative Assistant Susan Trunk, and Donna Rakkola from Mesabi Community TV.

ADOPT THE AGENDA

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adopt the agenda as presented.

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 Working Session, a Park Board meeting, and two Redhead planning meetings.

Councilor Mikkola-Rahja reported that she attended a Police Commission meeting, Working Session, and Special HRA meeting.

Councilor Fountain was absent.

Councilor Holewa reported that he attended a Working Session, HRA meeting, and EMS meeting.

Councilor Vake wished everyone a happy holiday and commented on the favorable mild winter so far.

Mayor Lantz reported that he attended a working session and a Ram's hosted task force EMS field hearing in Mountain Iron. The EMS Hearing was heavily attended with a lot of good input and he hopes that the State Representatives and Senators took a lot away from it.

Ambulance Director Larson reported that they have put together some in-house instructors for BLS, CPR, AED and First Aid training. The ALS application has been accepted and a 30-day public comment period starts. After those 30 days, the State will come in and check on everything that she has had to purchase for ALS. After that they will be able to employ the four paramedics they have as paramedics. She had a meeting with the ambulance salesman and was assured that the new ambulance is on track to be delivered August 24th, 2024.

Fire Chief Masucci was absent and attending a training.

Police Chief Manner was absent.

City Building Official Galli provided a year end update. There is a total of 153 permits that is equal to \$12,899,000.00. There was one IRRR Residential Redevelopment Grant for a total of \$18,585.00. She wished everyone a Merry Christmas.

City Engineer Johnson reported that the city will receive bids next Wednesday at 10:00 am in the council chambers on the 5th Street South project. The city received a \$400,000.00 grant from IRRR for that project. There was a newsletter sent to the residents with a slow response from them to get their sewer lines televised so that an inventory on their water services can be completed. When talking with the public utilities people, the service area, unless recently replaced, likely has lead service tied into the main service lines when done in the 1910s and 1920s with galvanized lead joints. This is an opportunity for those residence to have the service lines replaced all the way to their house.

Public Works Supervisor Folstad reported that they will be closing off the streets about 4:30 pm for the Light up Chisholm celebration, taking down the blockades around 7:30 pm and putting out extra garbage cans. The mild weather has been easier on the equipment and budget. They have transferred to maintenance projects, equipment rebuilds, and extra cleaning and keeping busy. Its been an odd year considering last October when there were two plowable snow storms and a 27-inch snow storm this time last year. The annual OSHA training has been completed thanks to Mandy and the team. There was a minor slip, trip and fall, but the employee is doing well and will be fully back soon.

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They are working through a possible water infiltration in the fuel system which is about 30-years-old. Tanknology from the cities was contracted and they believe they have found the problem. For now, thanks to Eileen, Misti, and Tiffany, they are refueling at the Cenex Corner Store who was able to assist right away and are super nice. Lead line project just went live and they have about 9 months to work on that with a new GIS program on the iPads. The program keeps the information forever.

Parks/Trails/Recreation Director Maruska was absent.

Library Supervisor Christenson reported that they have a new after school program called Creative Kids that Debbie and Michelle have done a wonderful job implementing and promoting. The program is geared towards 8–12-year-olds, after school on Wednesdays and involves crafts, snacks, and STEM inspired play. It has been a well-attended sought after program with positive feedbacks. The program has alleviated much of the congestion on the computers after school, less screen time, and provided more time for connection and play. Bringing Light to Chisholm is tomorrow, lights turn on at 5:15 pm, high of 44 degrees, with lots going on. Some highlights are the lamas and traveling farm from the Cook County Connection, book reading at the library with Mrs. Claus, 30 West is doing a lit up bike parade, a coloring contest at VEMA, a fishing theme game, a Santa photo booth, the PD, Fire, and Ambulance will be lighting up their vehicles, a horse drawn sleigh ride, surprises at Tom and Jerry's, and some old fashion caroling. She gave a shout out to the local businesses, city staff and volunteers for all their hard work.

Attorney Bryan Lindsay did not have a report.

Clerk-Treasurer Zah reported that last week she and Kristi attended the presidential election primary training that was put on by the county. They learned some really notable important changes of election laws. Most important change being that if the location of the voting has not changed a resolution does not need to be submitted to council. The Presidential nomination primary election is Tuesday, March 5th. Some year end transaction processing that the accounting team is working are the contract with Shred It that is in place as part of the cities document destruction policy. She is looking forward to cleaning up records that can be destroyed following the guidelines of Minnesota Historical Society and LMC. They are looking forward to the review of the 2023 Revenue and Expenses in January. She is working with Larry on a clean burning heavy-duty off-road equipment grant. They submitted the final documentation request from the state for the public safety building reimbursement and she has not heard anything back that there are any issues, should get the reimbursement, and is submitting for the Federal Congressional Spending reimbursement. She has invited Corey Boyer from 4M Investment Services to do a short presentation at the next meeting to talk about the investments they offer. She is excited about the possible yields the city could gain if it is chosen to transition to that investment.

Administrator Skraba reported that she has been working with staff on the furniture selection and getting quotes for the public safety building. She and Eileen met with Tyler from the USDA which houses the congressional spending money from the federal government. The 3.5-million-dollar agreement was signed and was the last hurdle that was needed to finalize it. The funding and reimbursements will be coming through. She thanked the volunteers working the Bringing Light to Chisholm Celebration, that it is a big undertaking for the community, thank you to Katie for starting this, it keeps growing every year and the community is really receptive to it. We know that this is a small town with big dreams and she appreciates that the staff go after grants for projects. Every department does and a big part of the projects that we do are because of those grants and it is a big part of the budget.

APPROVE THE CONSENT AGENDA

Moved by Councilor Vake and supported by Councilor Holewa to Accept the Consent Agenda including the List of Bills, Communications, Meeting Minutes from the November 16, 2023 Working Session, November 22, 2023 Regular Meeting, November 29, 2023 Working Session, Payroll and Overtime.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

PAY APPLICATION NUMBER 9 FOR THE PUBLIC SAFETY BUILDING

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve pay application number 9 from Adolfsen & Peterson Construction for the Public Safety Building in the amount of \$ 685,556.09.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

AMENDMENT NUMBER 4 TO THE ST. LOUIS COUNTY HAULAGE AGREEMENT

Moved by Councilor Holewa and supported by Councilor Vake to approve Amendment Number 4 to the St. Louis County Haulage Agreement.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

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**GEARGRID CORPORATION QUOTE FOR LOCKERS AT THE PUBLIC SAFETY
BUILDING**

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to approve the Geargrid Corporation Quote for lockers at the Public Safety Building.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

NORTH SHORE HUMAN RESOURCE CONSULTING CONTRACT RENEWAL

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the 1-year contract with North Shore Human Resource Consulting.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

BOARD SEAT APPOINTMENTS

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to direct Administrator Skraba to work with the HR Consultant to update the Boards and Commissions applications to be more specifically focused to that board.

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

LETTER OF RECOMMENDATION FOR MICHAEL JUGOVICH

Moved by Councilor Vake and supported by Councilor Halverson direct Administrator Skraba to put together a letter of recommendation for Michael Jugovich to be appointed to the LCCMR Board.

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 meeting at 6:10 pm

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

Voting Nay: None

Absent: Councilor Fountain

Motion Carried

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator