

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – DECEMBER 14, 2022**

**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 April Fountain (arrived at 5:31), Marty Halverson, Cheyenne Mikkola-Rahja, Travis Vake and Mayor John A. Champa

Absent: Councilor Adam Lantz

Also Present: Administrator Stephanie Skraba, City Attorney Bryan Lindsay (arrived at 5:36), Interim City Ambulance Director Peyton Johnson, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, Library Supervisor Katie Christenson, Confidential Administrative Assistant Susan Trunk, Matt Reid from Short Elliot Hendrickson Inc., Eric Tweten from Mesabi Community TV, Brandon Kellermann & Patrick Sims from Adolfsen & Peterson Construction via Zoom. Public Participants Lisa Howard, Jim Sillner and Kate Paul from Global Minerals Engineering.

**ADOPT THE AGENDA**

Moved by Councilor Vake and supported by Councilor Halverson to adopt the agenda with the following: Additions: 1) Public Participants Lisa Howard, Jim Sillner and Kate Paul 2) Add a Closed Session to the scheduling of the Special Meeting. Correction: 1) Page 62-The Budget Amendment documents were not presented at the PUC on 12/14/22. 2) November 23, 2022 meeting minutes -Regular Meeting was adjourned at 6:02 pm not Reconvened.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC PARTICIPATION**

Lisa Howard presented her questions and concerns about the rezoning for her business location and stated that she is opposed to the changes.

Jim Sillner and Kate Paul from Global Minerals Engineering each spoke their concerns and questions about the rezoning. They oppose the rezoning.

**REPORTS**

Councilor Fountain wished everyone a Merry Christmas and a Happy New Year. She reported that she attended a Library Board Meeting the previous night.

Councilor Halverson reported that he attended the Parks and Recreation Meeting.

Councilor Lantz was absent.

Councilor Mikkola-Rahja reported that she had two members of the public reach out to thank the city workers for their hard work.

Councilor Vake thanked Library Supervisor Katie Christenson for her work on Light up Chisholm. He also thanked Public Works Supervisor Larry Folstad for all his work getting the streets cleared.

Mayor Champa reminded everyone who is attending the RAMS dinner the time and location. He wished his Aunt Gladys a happy 101-year birthday.

Interim Ambulance Director Peyton Johnson, no report

Fire Chief Masucci, no report

Police Chief Manner, absent

City Building Official/Zoning Administrator Galli, no report

City Engineer Johnson, no report

Public Works Supervisor Folstad reported that his employees are everyone's employees and thanked them all for their hard work. They are working on repairs to the lift station. Hibbing Taconite is coming on as a water customer. The City is experiencing some shortage of workers due to temporary issues.

Parks/Trails/Recreation Director Maruska reported that Chisholm Parks and Recreation has a Facebook Page and encourages everyone to like it and share posts. The skating rink is scheduled to open on Monday. The Parks and Recreation Board is looking into what will go into a 2023 architectural design of Lake Park. They talked about the skate park design and making it nicer.

Library Supervisor Christenson no report.

City Attorney Lindsay no report

Clerk-Treasurer Zah, absent

Administrator Skraba, no report.

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**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to Accept the Consent Agenda, including the List of Bills, Communications, Meeting Minutes from the November 16, 2022 Special Meeting Minutes, November 23, 2022 Regular Meeting Minutes, November 30, 2022 Special Meeting Minutes, Payroll and Overtime.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**NEW ZONING MAP**

Building Official Mandy Galli presented the rezoning maps, answered questions and provided clarification. No action was taken.

**TRUTH IN TAXATION**

Moved by Councilor Fountain and supported by Councilor Vake to recess to Truth in Taxation at 6:01 pm.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

City Attorney Lindsay provided direction that the Truth in Taxation Public Hearing can take place and that a presentation can be scheduled for a later date when staff is available. Public Participant's spoke about their concerns regarding their properties and taxes.

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to adjourn the Truth in Taxation at 6:26 pm.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

The Regular Meeting was reconvened at 6:27 pm.

**GARTH AND BRENDA BECKWITH PURCHASE OF ADJACENT LOT**

Moved by Councilor Vake and supported by Councilor Halverson to sell the lot to Garth and Brenda Beckwith for the amount of \$2500.00 plus legal fees.

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

Voting Nay: Councilor Fountain

Absent: Councilor Lantz

Motion Carried

**RESOLUTION NUMBER 1222-103 MUNICIPAL STATE AID STREET FUNDS ADVANCE**

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 1222-103 Municipal State Aid Street Funds Advance.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**RESOLUTION NUMBER 1222-104 MnDOT AGENCY DELEGATED CONTRACT  
PROCESS (DCP) AGREEMENT**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt Resolution Number 1222-104 MnDOT Agency Delegated Contract Process (DCP) Agreement.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**RESOLUTION NUMBER 1222-105 HIBBING TACONITE DONATION**

Moved by Councilor Fountain and supported by Councilor Halverson to adopt Resolution No. 1122-105 to accept donation of approximately 2000 tons of coarse tailings to the City of Chisholm and to send a thank you letter.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

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2022 CAMPGROUND UPDATE

Public Works Supervisor Larry Folstad provided an update on the campground occupancy rates and revenue increases for FY 2022. This was informational only.

**LETTER OF INTENT TO PURCHASE BUDGETED WHEEL LOADER**

Moved by Councilor Halverson and supported by Councilor Vake to approve a Letter of Intent to purchase a Komatsu Model WA270-8 Loader S/N Factory Order, Stock # N. I S. for Calendar Year 2023.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**RESOLUTION NUMBER 1222-106 APPLY FOR SNOWSHOE GRANT**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to adopt Resolution Number 1222-106 to apply for a grant through the DNR “No Child Left Inside” 2023 grant cycle and to change the amount of the request from \$1400.00 to \$4200.00.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**RESOLUTION NUMBER 1222-107 ACCEPT FUNDS FROM ARROWHEAD  
LIBRARY SYSTEM**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to adopt Resolution Number 1222-107 to accept funds from the Arrowhead Library System in the amount of \$750.00.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**NORTH SHORE HUMAN RESOURCE CONSULTING**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to renew North Shore Human Resource Consulting Contract for 2023 after it is approved in the 2023 budget.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**ST. LOUIS COUNTY FAIR OFFICE LEASE RENEWAL**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to renew the St. Louis County Fair Office Lease.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**RESOLUTION NUMBER 1222-109 BLANDIN FOUNDATION FISCAL AGENT**

Moved by Councilor Halverson and supported by Councilor Fountain to adopt Resolution Number 1222-109 to approve the City of Chisholm as the fiscal agent for a Blandin Grant for the Chisholm Downtown Revitalization Group.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**CHISHOLM PUBLIC SAFETY BUILDING ADOLFSON & PETERSON CONSTRUCTION  
CONTRACTS AND EXHIBITS**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to accept the Adolfson & Peterson Public Safety Building Contracts and Exhibits.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

**RESOLUTION NUMBER 1222-108 (RE)ESTABLISH POLLING LOCATIONS FOR 2023**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to adopt Resolution Number 1222-108 establishing polling locations for 2023.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

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FY 2022 BUDGET AMENMENT NOTIFICATION FOR ENTERPRISE FUND

FY 2022 Budget Amendments for the Water, Sewer and Refuse Departments and approved by Public Works Supervisor Folstad, Administrator Skraba, Clerk-Treasurer Zah were presented. This was informational only.

APPLICATION FOR ECONOMIC DEVELOPMENT AUTHORITY (EDA) BOARD

Moved by Councilor Vake and supported by Councilor Fountain to reappoint Lloyd Show to the EDA Board for a 6-year term starting January 1, 2023.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

RESOLUTION NUMBER 1222-110 APPOINT JED HOLEWA TO THE CENTRAL IRON  
RANGE SANITARY SEWER DISTRICT

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution Number 1222-110 appointing Jed Holewa to the Central Iron Range Sanitary Sewer District for a 3-year term starting January 1, 2023.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

SCHEDULE A REORGANIZATIONAL MEETING

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to schedule a Reorganizational Meeting on January 3, 2023 at 5:30 p.m.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

SCHEDULE A SPECIAL MEETING

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to schedule a Special Meeting on December 20, 2022 at 5:30 p.m to include a Joint Meeting with the Planning Commission, discuss the 2023 Budget, Levy, and a Closed Session to discuss a Labor Contract.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

EMERGENCY COVID -19 PROVISIONS

COVID-19 Provisions in Resolution Number 0622-65 will sunset on December 31, 2022. No action was taken to extend the provision.

SETTLEMENT COMMUNICATION FROM SHORT ELLIOT HENDRICKSON INC.

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to accept the Settlement Letter from Short Elliot Hendrickson Inc.

Voting Aye: Councilors Fountain and Vake and Mayor Champa

Voting Nay: Councilors Halverson and Mikkola-Rahja

Absent: Councilor Lantz

Motion Carried

RESOLUTION NUMBER 1222-111 ACCEPT REIMBURSEMENT FROM MN BOARD OF  
FIREFIGHTER TRAINING AND EDUCATION

Moved by Councilor Vake and supported by Councilor Fountain to adopt Resolution Number 1222-111 to accept reimbursement funds from MN Board of Firefighter Training and Education in the amount of \$7,800.00 for training conducted between July 1, 2022 and June 30, 2023.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

CONSTRUCTION COST ESTIMATES FOR FLOOD RELIEF

Councilor Halverson provided cost estimates for flood relief for NW 2<sup>nd</sup> Avenue, NW 4<sup>th</sup> Street and NW 1<sup>st</sup> Avenue. This was informational only.

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**RECESS TO CLOSED SESSION**

Moved by Councilor Vake and supported by Councilor Halverson tor Recess to Closed Session due to (319 3<sup>rd</sup> Ave NW) (this portion of the meeting may be closed pursuant of Minnesota Statute 13d.03(b) to receive Attorney-Client privileged information) at 7:48 pm.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

Closed Session was adjourned at 8:08 pm.

Regular Meeting was reconvened at 8:08 pm.

**ADJOURN REGULAR COUNCIL MEETING**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to adjourn the Regular Meeting at 8:09 pm.

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

Voting Nay: None

Absent: Councilor Lantz

Motion Carried

Attest:

/s/ John A. Champa, Mayor

/s/ Stephanie Skraba, Administrator