

**CHISHOLM CITY COUNCIL
SPECIAL MEETING – DECEMBER 20, 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 (arrived at 5:40 pm), and Mayor Adam Lantz

Absent: Councilor April Fountain

Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Fire Chief Chris Masucci, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, City Attorney Bryan Lindsay, Clerk-Treasurer Eileen Zah, Confidential Administrative Assistant Susan Trunk, and Donna Rahkola from Mesabi Community TV.

ADOPT THE AGENDA

Moved by Councilor Holewa and supported by Councilor Fountain to adopt the agenda as presented.

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

Voting Nay: None

Absent: Councilor Vake (arrived at 5:40 pm)

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Corey Boyer, Vice President of Investment Services PMA Financial Network, LLC presented an overview to council of the 4M Fund. In his presentation he noted that the fund is sponsored and governed by the League of MN Cities, has no cost to join, has competitive market rates, and that over 400 municipal entities participated in the 4M fund program. He reviewed the 4M Fund pooled products and fixed rate programs.

REPORTS

Councilor Halverson reported that he attended a Redhead Planning Committee meeting last night and thanked Engineer Johnson and Administrator Skraba for attending.

Councilor Mikkola-Rahja did not have a report.

Councilor Fountain wished everyone a safe Christmas and New Years.

Councilor Holewa did not have a report.

Councilor Vake did not have a report.

Mayor Lantz reminded everyone when they come to speak to make sure they are in front of the microphone before starting to speak, that those viewing are not able to hear until they are in front of the microphone.

Ambulance Director Larson did not have a report.

Fire Chief Masucci reported that a few weeks ago four of the Firefighters attended the Arrowhead Meeting in Grand Rapids at their new facility. Topics discussed were the challenge of attracting and retaining EMS and Firefighter personnel. Next December the Chisholm Fire Department will host the meeting. Training dollars are a little less this year, approximately \$50/per firefighter, all allocated funds were used up last year. The fire department toured the Chisholm public safety building and thought it was beautiful. He also complimented the crew that helped with the downtown lighting, he was glad to be part of it, and it was a really fun night.

Police Chief Manner was absent.

City Building Official Galli did not have a report.

City Engineer Johnson wished everyone a Merry Christmas and thanked for the opportunity to continue working with the City. He reported that and showed the bids received for the 5th Street South project, the four bids are competitive, and the city is at a point where the plans and specifications and bids are being submitted to the Minnesota Pollution Control Agency and Department of health. Their response will provide the amount of reimbursement the city will receive for the drinking water side, sanitary sewer, clean water, and lead service line. This will come back to council with the total funding for the project in addition to what the city will get through assessments and the portion PUC will pick up for the lift station as well as the grant from IRRR.

Public Works Supervisor Folstad wished everyone a Merry Christmas and commented that the Light up the City was fabulous and everyone did a good job. The City Crew continues to work through maintenance projects, with no plowable snow. They had a slip trip and fall which they always hope is a small incident. They are working through the hiring process.

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They found water in the bulk gasoline system. There are about 4000 gallons of gas in the ground that they are not sure is usable. They have hired a company out of the cities to assist. He wanted to share a good story about one of the garbage men receiving a card good for a couple of cups of coffee from a Chisholm resident.

Parks/Trails/Recreation Director Maruska wished everyone a Happy Holidays. She reviewed the year in review. The Parks, Trails and Rec committee have started a subcommittee for Redhead Mountain Bike Park to focus in on funds coming in and what is being built. The members of that subcommittee have some excellent expertise in building trails and knowledge of Redhead. She thanked Councilors Halverson for participation on the parks and recreation board, Councilor Mikkola-Rahja for participation on the youth center board, and Councilor Fountain for participation on the campground committee. Per the report, there was a collective effort for grants, with approximately \$80,000 for things such as the splash pad, memorial park, youth center, and new lifeguard training for the CCRP staff to incorporate more water activities. The year went well such as the youth center on average is double the daily usage from last year, the summer rec program was a 18 percent increase, a master plan for Redhead, master design plan for Long Year and memorial park is trying to catch up with the splash pad, and improvements to the bathrooms. The police park has an official name of Chisholm Community Foundation Park to recognize all the funding they have offered to that park. The skate rink is not open yet, maybe next week. In 2024 they are looking at snowshoeing program and a bike program to teach youth to ride.

Library Supervisor Christenson was absent.

City Attorney did not have a report.

Clerk-Treasurer Zah reported that she is doing some preparation for year-end in the financials software putting together the checklists making sure all the reports are run the same in the shared drive as well as coordinating some projects in early January. She wished everyone Happy Holidays and a Merry Christmas.

Administrator Skraba took a moment to reflect on last year and her appreciation for both the council and city staff, noting that nothing would get done if it wasn't for all the people that come together to make it happen in this community. She thanked everyone for their hard work and wished a Happy Holidays.

MOTION TO RECESS TO TRUTH IN TAXATION HEARING

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to recess the meeting to the Truth in Taxation Public Hearing at 5:59 pm

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

Voting Nay: None

Absent: None

Motion Carried

TRUTH IN TAXATION HEARING

At 6:01 pm Clerk-Treasurer Zah presented information regarding the truth in taxation including the fiscal year 2024 budget and proposed property taxes, general fund revenue and expenses, general fund budget summary, and proposed tax levy. Administrator Skraba added that the mill and overlay project is included in the deficit, the 5th street project still has funding coming in, they will be using the public safety allocation for the public safety building received from the state this year. Chisholm Resident Bill shared that his taxes went down although his property value went up. Mayor Lantz explained that when other people's went up, it creates a plateau and may shed relief on others.

Truth in Taxation Hearing was adjourned at 6:36 pm.

The Special Meeting was reconvened at 6:36 pm.

APPROVE THE CONSENT AGENDA

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to Approve the Consent Agenda including the List of Bills, Communications, Payroll and Overtime.

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

Voting Nay: None

Absent: None

Motion Carried

PURCHASE RADIOS FOR AMBULANCE NUMBER 3

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to Approve the purchase of a radio from Motorola for ambulance number 3.

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

Voting Nay: None

Absent: None

Motion Carried

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**RESOLUTION NUMBER 1223-88 AUTHORIZING APPLICATION TO MPCA OFF ROAD
EQUIPMENT GRANT**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to Authorize application to the Minnesota Pollution Control Agency Off Road Equipment Grant for a Clean Heavy-Duty Off-Road Equipment Grant

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 1223-89 AUTHORIZING MEMBERSHIP IN THE 4M FUND

Moved by Councilor Mikkola-Rahja and supported by Councilor Fountain to Adopt Resolution Number 1223-89 Authorizing Membership in the 4M Fund.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 1223-90 FINAL LEVY FOR 2024 AND ESTABLISHING THE
GOVERNMENTAL FUNDS BUDGET FOR 2024**

Moved by Councilor Vake and supported by Councilor Holewa to Adopt Resolution Number 1223-90 Final Levy for 2024 (5% increase) and Establishing the Governmental Funds Budget for 2024.

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

Voting Nay: Councilor Fountain

Absent: None

Motion Carried

RESOLUTION NUMBER 1223-91 ADOPTING THE 2024 BUDGETS

Moved by Councilor Fountain and supported by Councilor Halverson to Adopt Resolution Number 1223-91 Adopting the 2024 Budget (Exclusive of the General Fund).

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

Voting Nay: None

Absent: None

Motion Carried

EARNED SICK AND SAFE TIME POLICY (ESST)

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to approve the Earned Sick and Safe Time (ESST) Policy.

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

Voting Nay: None

Absent: None

Motion Carried

APPOINT TO THE CHISHOLM HIBBING AIRPORT AUTHORITY

Moved by Councilor Fountain and supported by Councilor Holewa to Appoint Anne Jordan to the Chisholm Hibbing Airport Authority.

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

Voting Nay: Councilors Halverson and Vake

Absent: None

Motion Carried

**RESOLUTION NUMBER 1223-92 APPOINT JOHN CHAMPA TO THE TO CENTRAL IRON
RANGE SANITARY SEWER DISTRICT (CIRSSD)**

Moved by Councilor Holewa and supported by Councilor Vake to Adopt Resolution Number 1223-92 Appointing John Champa to the Central Iron Range Sanitary Sewer District (CIRSSD) for a 3-year term.

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

Voting Nay: None

Absent: None

Motion Carried

SCHEDULE A REORGANIZATIONAL MEETING

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to schedule a Reorganizational Meeting on January 2, 2024 at 5:30 pm.

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

Voting Nay: None

Absent: None

Motion Carried

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CIGARETTE AND MECHANICAL AMUSEMENT LICENSE APPLICATIONS FOR 2024

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the Cigarette and Mechanical License Applications for 2024 contingent upon meeting all state and local requirements.

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

Voting Nay: None

Absent: None

Motion Carried

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to adjourn the meeting at 6:57 pm

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

Voting Nay: None

Absent: None

Motion Carried

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator