

CHISHOLM CITY COUNCIL
REGULAR MEETING – DECEMBER 22, 2015

CALL TO ORDER

Mayor Michael A. Jugovich called the City Council Meeting to order in the City Hall Council Chambers at 5:30 p.m.

ROLL CALL

Present: Council Members Campbell, Cook, Rahja, Kevin Scaia, Todd Scaia and Mayor Jugovich

Absent: None

Also Present: Interim City Administrator Jerry Bohnsack, Deputy Clerk Susan Schweiss, City Attorney Bryan Lindsay, Building Official Steve Erickson, Library Supervisor Katie Christenson, Police Chief Vern Manner (left meeting at 6:10 pm), Recreation Director Tammy Nevalainen, Consultant Engineer Jim Johnson, Emily Major, SEH & Administrative Assistant Margaret Gornick

ADOPT THE AGENDA

Moved by Cook and supported by Councilor T. Scaia to adopt the Agenda with two additions under new business: 7E1) Add Appoint Firefighter Names Logan Harvey & Justin Olson and 7G2) City Clerk-Treasurer/Administrator.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Building Official Steve Erickson handed out before & after pictures of the woodstove addition located at 415 5th Ave NE (this is an agenda item).

Consulting Engineer Jim Johnson updated the council on the Lakeview Addition & 8th St/8th Ave Projects. Proposals from firms are due December 23, 2015. Jim invited the Council to review the proposals and to be a part of the selection process. The selection committee will meet on Jan 5th or 6th, 2016 to review the proposals and anticipate interviews to take place with the selected firms two weeks later.

Police Chief Manner reported his staff performed yellow bag compliance checks at 48 residents which resulted in 14 citations for non-compliance. He reminded the public to use yellow bags for garbage. Yellow bags can be purchased at Casey's Hardware, City Hall, Freedom Gas Station, & Jubilee Foods. He also reported the 2014 Dodge Ram truck has an electrical shortage.

Recreation Director Tammy Nevalainen announced the southside skating rink will be opening on December 23, 2015 and the northside rink will open at a later date. The holiday skating rink schedule is on the city website www.ci.chisholm.mn.us. The Youth Center held a Christmas party on December 21, 2015.

Interim City Clerk-Treasurer/Administrator Jerry Bohnsack reported the final levy has been submitted to the county and the MN Dept. of Revenue. The budget summary was published in the paper. School District 695 identified their needs for the Field House renovation project. The Phase I Environmental study on Chisholm Industrial Park is complete and available in the Clerk's office at City Hall for review (no recognized environmental conditions in connection with the site).

Other – Councilor K. Scaia introduced Megan Aldrich as part of the Student Government Program. He thanked Deputy Clerk Susan Schweiss for getting the levy done and for taking care of the city's financial needs. He announced there are several vacancies on the City Boards & Commissions.

Councilor Rahja wished everyone a Merry Christmas.

Mayor Jugovich announced a meeting with Cliff's Natural Resources (regarding the highway 5 relocation and a possible roundabout) has been rescheduled for January 11, 2015. He attended a meeting today where White House Chief of Staff Denis McDonough discussed the trade tariffs and the need to get the local mines up and running. He responded to Councilor Cook's inquiry on the status of the Bruce Mine Headframe, the IRRRB's attorney is working on a title search and will be in contact with the Mayor and City Attorney when it is complete.

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ACCEPT THE CONSENT AGENDA

Moved by Councilor Campbell and supported by Councilor Rahja to accept the Consent Agenda, including the List of Bills, Communications, Minutes of the December 9, 2015 Budget Meeting, Minutes of the December 9, 2015 Truth in Taxation Hearing, Minutes of the December 9, 2015 Regular Council Meeting, Payroll and Overtime.

Voting Aye: All

Motion Carried

RESOLUTION NO. 1215-109 APPOINT LIBRARY AIDE

Moved by Councilor Campbell and supported by Councilor T. Scaia to adopt Resolution No. 1215-109 to appoint Michelle C. Perpich to the Library Aide position contingent upon passing a pre-employment physical. After discussion took place, a roll call vote was taken.

Voting Aye: Councilors Campbell, Cook, Rahja, T. Scaia and Mayor Jugovich

Voting No: Councilor K. Scaia

Motion Carried

ESTIMATES TO PAINT FIRE DEPARTMENT TENDER TRUCK / TANK

Moved by Councilor T. Scaia and supported by Councilor Rahja to authorize payment to Shawns Auto Body in the amount of \$9,971 to paint the Fire Department tender truck and tank.

Voting Aye: All

Motion Carried

DEMOLITION SCOPE OF WORK

Building Official Steve Erickson was directed by the council to work with the City Attorney on the scope of work for building demolition.

NON-COMPLIANT OUTDOOR WOOD STOVE USE

This was an informational item at this time.

ACCEPT LETTERS OF RESIGNATION

Moved by Councilor K. Scaia and supported by Councilor Campbell to accept the letters of resignation from Youth Center attendants Kim M. Wiehrdt & Sussry Larson. After discussion took place, Councilor K. Scaia amended his motion and Councilor Campbell amended her support to accept the letter of resignation from Youth Center attendant Kim M. Wiehrdt. Sussry Larson will cover shifts as needed at this time.

Voting Aye: All

Motion Carried

HIRE YOUTH CENTER ATTENDANTS

Moved by Councilor K. Scaia and supported by Councilor Campbell to direct the Chisholm Parks & Recreation Department to advertise for and hire two (2) Youth Center Attendants at a rate of \$10.00 per hour part-time effective January 11, 2016 through December 31, 2016 (not exceeding 60 work shifts in accordance with City Policies).

Voting Aye: All

Motion Carried

APPLICATION FOR FINAL PAYMENT 4TH ST SW PROJECT

Moved by Councilor Campbell and supported by Councilor K. Scaia to approve final payment request No. 4 from Utility Systems of America for the 4th St SW Project in the amount of \$47,874.80.

Voting Aye: All

Motion Carried

HIRING POLICY

This was an informational item at this time.

APPOINT FIREFIGHTERS

Moved by Councilor T. Scaia and supported by Councilor Campbell to appoint Logan Harvey and Justin Olson as Fire Fighters contingent upon passing the required pre-employment physicals.

Voting Aye: All

Motion Carried

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REQUESTS FOR PROPOSALS – FIELD HOUSE REHABILITATION PROJECT

Moved by Councilor K. Scaia and supported by Councilor Campbell to authorize the City Interim Clerk-Treasurer/Administrator to seek proposals from qualified architectural firms to perform a preliminary investigation and prepare a feasibility report to rehabilitate and renovate the City of Chisholm Field House.

Voting Aye: All

Motion Carried

STERLE & CO, LTD. AUDIT SERVICES

Moved by Councilor Cook and supported by Councilor Rahja to accept the proposal from Sterle and Company, LTD for 2015, 2016 & 2017 for the amount of \$15,300.00 per year for auditing the financial statements of the City of Chisholm.

Voting Aye: All

Motion Carried

CITY CLERK-TREASURER/ADMINISTRATOR

Moved by Councilor T. Scaia and supported by Councilor Rahja to accept the recommendation of the selection committee to enter into an employment agreement with John Tourville for the position of City Clerk-Treasurer/Administrator. The City Attorney was directed to obtain signatures for the agreement.

Voting Aye: All

Motion Carried

ADJOURN MEETING

Moved by Councilor Cook and supported by Councilor K. Scaia to adjourn the City Council meeting at 6:32 p.m.

Voting Aye: All

Motion Carried

s// Michael A. Jugovich

Mayor

Attest:

s// Jerry Bohnsack

Interim City Clerk-Treasurer/Administrator