

**CHISHOLM CITY COUNCIL  
REGULAR MEETING– FEBRURY 14, 2024**

**CALL TO ORDER**

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

**ROLL CALL**

Present: Council Members Marty Halverson, Jed Holewa, Travis Vake and Mayor Adam Lantz.  
Absent: Councilors Cheyenne Mikkola-Rahja and April Fountain,  
Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Police Chief Vern Manner, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, Library Supervisor Katie Christenson, Attorney Bryan Lindsay, Clerk-Treasurer Eileen Zah, Confidential Administrative Assistant Susan Trunk, Donna Rahkola with Mesabi Community TV.

**ADOPT THE AGENDA**

Moved by Councilor Holewa and supported by Councilor Halverson to adopt the agenda with a correction to the 2023 4<sup>th</sup> quarter reports and presentation Enterprise Fund Sewer 602 Revenue & Expenses.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and 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 park board meeting and Redhead Committee planning meeting.

Councilor Mikkola-Rahja was absent.

Councilor Fountain was absent but asked the mayor to update everyone that she attended a couple of webinars on the League of Minnesota Cities and has been looking at different types of auction sites and places for equipment that she is passing on to some of the supervisors.

Councilor Holewa reported that he attended the EDA Meeting last week and just completed the training to be an election judge.

Councilor Vake did not have a report.

Mayor Lantz reported that he attended the EDA meeting where there is a lot of planning going on, talks about Wenton Addition, Downtown, and the infill program. There will be more information in the spring.

Ambulance Director Larson did not have a report.

Fire Chief Masucci was absent.

Police Chief Manner did not have a report.

City Building Official Galli did not have a report.

City Engineer Johnson did not have a report.

Public Works Supervisor did not have a report.

Parks/Trails/Recreation Director Maruska did not have a report.

Library Supervisor Christenson did not have a report.

City Attorney did not have a report.

Clerk-Treasurer Zah reported that they have an absentee election board who are processing absentee ballots in the time period set by Minnesota Statute. She reminded everyone about the upcoming presidential primary election on Tuesday, March 5<sup>th</sup> held at the Chisholm Sports Arena. There will be an ad placed in the next few weeks to remind community members. A date has been set for the 1<sup>st</sup> public accuracy test which will be held on Thursday, February 29<sup>th</sup> at 9:00 am at Chisholm City Hall in the Council Chambers. There will be a publication to inform the public because they are welcome to attend. The 4M account relationship and investments that began on January 19<sup>th</sup> have generated some reports but since it has been such a short period, she will include them in the 1<sup>st</sup> quarter financial report.

Administrator Skraba reported that the public safety building is coming along well. The sheetrock will be completed this week and if anyone wants to tour the facility to let her know. She and Clerk-Treasurer Zah met with Tyler who is the rep for the USDA Grant. It should be wrapped up soon and the city will start to see the reimbursements of funds in the amount of 3.5 million dollars.

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**APPROVE THE CONSENT AGENDA**

Moved by Councilor Halverson and supported by Councilor Vake to Approve the Consent Agenda including the List of Bills, Communications to include the full name of Bob Streetar in the EDA meeting minutes, Meeting Minutes from the January 24, 2024 Regular Meeting with the correction that Councilor Fountain was not absent, Payroll and Overtime.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**PAY APPLICATION NUMBER 11 FOR THE PUBLIC SAFETY BUILDING**

Moved by Councilor Holewa and supported by Councilor Vake to approve the Pay Application Number 11 for the Public Safety Building in the amount of \$686,410.65.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**LIBRARY INTERN JOB DESCRIPTION**

Moved by Councilor Halverson and supported by Councilor Vake to approve the Library Intern Job Description.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**LIBRARY INTERN POSTING AND HIRING**

Moved by Councilor Vake and supported by Councilor Halverson to approve the post and hiring of the Library Intern position.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**4<sup>TH</sup> QUARTER 2023 REPORTS AND PRESENTATION**

Clerk-Treasurer Zah provided the council with review of the status of revenues and expenses for the General, Permanent Improvement, and Enterprise funds as the of 4<sup>th</sup> Quarter 2023.

**RESOLUTION NUMBER 0224-24 AUTHORIZING APPLICATION TO IRRR HOUSING (FY24) GRANT PROGRAM FOR WENTON ADDITION HOUSING DEVELOPMENT**

Moved by Councilor Holewa and supported by Councilor Halverson to adopt Resolution Number 0224-24 Authorizing Application to IRRR Housing (FY24) Grant Program for Wenton Addition Housing Development in the amount of \$750,000.00.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**RESOLUTION NUMBER 0224-25 AUTHORIZING THE CITY ADMINISTRATOR TO MAKE APPLICATION TO THE IRRR COMMUNITY INFRASTRUCTURE (FY24) GRANT PROGRAM FOR SENATOR DAVID J. TOMASSONI BRIDGE OF PEACE MEMORIAL**

Moved by Councilor Vake and supported by Councilor Holewa to adopt Resolution Number 0224-25 Authorizing Application to IRRR Infrastructure Grant (FY24) Program for Senator David Tomassoni Bridge of Peace Memorial in the amount of \$150,000.00.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**SKY WEST AIRLINES PROPOSAL**

Moved by Councilor Halverson and supported by Councilor Vake to approve the Sky West Airlines Proposal.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**CHISHOLM CITY COUNCIL  
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**DONATION REQUEST FROM CHISHOLM SKATING CLUB**

Moved by Councilor Vake and supported by Councilor Holewa to approve a donation in the amount of \$100.00 to the Chisholm Skating Club.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**DONATION REQUEST FROM PURPLE RIBBON RECOGNITION**

Moved by Councilor Holewa and supported by Councilor Halverson to approve a donation in the amount of \$100.00 to the Purple Ribbon Recognition.

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

**ADJOURN REGULAR COUNCIL MEETING**

Moved by Councilor Vake and supported by Councilor Holewa to adjourn the meeting at 6:14 pm

Voting Aye: Councilors Halverson, Holewa, Vake, and Mayor Lantz

Voting Nay: None

Absent: Councilors Mikkola-Rahja and Fountain

Motion Carried

Attest:

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator