

**CHISHOLM CITY COUNCIL
REGULAR MEETING – FEBRUARY 9, 2022**

CALL TO ORDER

Mayor Champa called the City Council Meeting to order at 5:30 p.m. The meeting was held via Zoom video teleconference instead of in person due to the COVID-19 coronavirus pandemic and the inability to practice social distancing in the small quarters of the council chambers. All votes were done by roll call vote.

ROLL CALL

Present: Council Members April Fountain, Marty Halverson, Cheyenne Mikkola-Rahja, Adam Lantz, and Mayor John Champa

Absent: Council Member Travis Vake

Also present: Administrator Stephanie Skraba, Clerk-Treasurer Eileen Zah, City Attorney Bryan Lindsay, Fire Chief Chris Masucci, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Recreation Director Tammy Nevalainen, Administrative Assistant Margaret Gornick, Marie Tolonen with the Chisholm Tribune Press, Steve Rahkola with Mesabi Community TV, and Robert Streetar

ADOPT THE AGENDA

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

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Robert Streetar talked about the four steps that will be part of the new housing development in Wenton addition.

REPORTS

Councilor Fountain wished everyone a Happy Black History month. Each February, National Black History month serves as both a celebration and a powerful reminder that black history is American history and black culture is American culture. Our faults, our struggles, our progress and our aspirations, shining a light on black history today is as important to understanding ourselves and growing stronger as a nation as it has ever been. That is why it is essential that we take our time to celebrate the immeasurable contributions of black Americans, honor the legacies and achievements of generations past reckoned with centuries of injustice and confront these injustices that still fester today. Happy Black History month and we celebrate all of you today and every day.

Councilor Halverson attended the Parks and Recreation board meeting.

Councilor Lantz acknowledged Captain Billy temple's eleven (11) years with the fire department.

Councilor Mikkola-Rahja attended the League of MN Cities leadership program last weekend and learned a ton and met a lot of amazing people from throughout the state. She loved it.

Mayor Champa announced the Sled the City event is on Saturday. It is a nice event for families and children. The Housing and Redevelopment Authority received a \$38,000 grant from the CDBG. It will be used to remodel the brick buildings that were damaged by a previous tenant. The HRA Executive Director is working with Commissioner Jugovich on securing funding from the IRRR for future projects. They are hopeful for an IRRR grant. He will be missing the next council meeting as he will be on vacation.

Ambulance Director/Emergency Manager Jess Davis reported the Automated External Defibrillators are installed at all of the previous locations and a new one was installed at the city garage. Training for these will be coming. In January, the ambulance service had 91 calls, 3 were in Balkan, 2 in French Township and 6 were mutual aid calls. They have had 20 calls so far this month. The EMR's have completed their training.

Building Official Mandy Galli reported the Planning Commission met and went over the draft of the short-term rental ordinance.

Public Works Supervisor Larry Folstad reported they are working on the continuous snow. He will be a Chisholm taxpayer again. The Sled the City is this week-end. They are getting ready for that event and will wipe off the snow and slush that has accumulated. Flags and flowers may be hard to get this year due to shortages.

Clerk-Treasurer Eileen Zah will be working with Ambulance Director Jess Davis on the reports that she receives for the ambulance service. She apologized for CW Technology not getting everyone up to speed with the new multi factor authentication system.

ACCEPT THE CONSENT AGENDA

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to accept the Consent Agenda, including the List of Bills, Minutes of the previous January 26, 2022 Regular Meeting, Payroll and Overtime

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – FEBRUARY 9, 2022**

UNFINISHED BUSINESS:

APPLICATION FROM RYAN BAUMGARD FOR THE PLANNING COMMISSION

Moved by Councilor Lantz and supported by Councilor Halverson to appoint Ryan Baumgard to the Planning Commission.

Voting Aye: All

Motion Carried

NEW BUSINESS:

EMT HIRING COMMITTEE RECOMMENDATION

Moved by Councilor Lantz and supported by Councilor Halverson to approve the hiring of Erick Olsen and Adam Vake to serve as Emergency Medical Technicians for the ambulance service.

Voting Aye: All

Motion Carried

MUTUAL AID AGREEMENTS FOR HIBBING, COOK AND BUHL/MEDS 1

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the mutual aid agreements for Hibbing, Cook and Buhl.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0222-28 FOR 2021-2022 STREET
REHABILITATION MILL AND OVERLAY PROJECT

Moved by Councilor Lantz and supported by Councilor Fountain to adopt Resolution No. 0222-28 to accept the feasibility report and call for a public hearing on the 2021-2022 street and rehabilitation (mill and overlay) project.

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

Voting No: Councilor Halverson

Absent: Councilor Vake

Motion Carried

RESOLUTION NO. 0222-29 APPLY AND ACCEPT CCF GRANT FOR
TENNIS, PICKLEBALL AND BASKETBALL COURT

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0222-29 to authorize the City Administrator to apply for and accept a \$30,000 grant from the Chisholm Community Foundation for the tennis, pickleball and basketball court.

Voting Aye: All

Motion Carried

WENTON ADDITION WORK PLAN

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve the Wenton Addition Work Plan. Councilor Lantz and Mikkola-Rahja withdrew their motion and support.

JOB DESCRIPTION FOR CONFIDENTIAL ADMINISTRATIVE ASSISTANT

Moved by Councilor Mikkola-Rahja and supported by Councilor Fountain to approve the job description for the Confidential Administrative Assistant and to add the wage of \$28 - \$31 to the job description.

Voting Aye: All

Motion Carried

APPOINT HIRING COMMITTEE FOR CONFIDENTIAL ADMINISTRATIVE ASSISTANT

Moved by Councilor Lantz and supported by Councilor Halverson to appoint Councilor Mikkola-Rahja, Stephanie Skraba, Mandy Galli, Margaret Gornick and Vern Manner (if needed) to serve on the hiring committee for the Confidential Administrative Assistant.

Voting Aye: All

Motion Carried

JOB DESCRIPTION FOR PARKS, TRAILS & RECREATION DIRECTOR

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve the job description for the Parks, Trail and Recreation Director.

Voting Aye: All

Motion Carried

APPOINT HIRING COMMITTEE FOR PARKS, TRAILS & RECREATION DIRECTOR

Moved by Councilor Halverson and supported by Councilor Lantz to appoint Stephanie Skraba, Larry Folstad, Tammy Nevalainen, and Councilor Vake to serve on the hiring committee for the Parks, Trails and Recreation Director.

Voting Aye: All

Motion Carried

ELECTRONIC SIGNATURE POLICY

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to approve the Electronic Signature Policy.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING – FEBRUARY 9, 2022**

APPLICATION FROM WHITNEY RIDLON FOR THE PLANNING COMMISSION

Moved by Councilor Halverson and supported by Councilor Fountain to appoint Whitney Ridlon to serve on the Planning Commission.

Voting Aye: All

Motion Carried

HYBRID MODEL FOR COUNCIL MEETINGS

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve a hybrid model to allow council meetings to take place in person. Council members will meet in the council chambers along with the administrator and department heads will be able to attend via zoom. The public will be able to attend either in person or via zoom. Councilor Fountain is in favor of meeting in person but would like people to wear masks.

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

Voting No: Councilor Fountain

Motion Carried

LION'S CLUB TEMPORARY LIQUOR LICENSE

Moved by Councilor Fountain and supported by Councilor Halverson to approve the temporary liquor license for the Lion's Club for an event on March 5, 2022 at the Chisholm Armory.

Voting Aye: All

Motion Carried

ADJOURN MEETING

Moved by Councilor Lantz supported by Councilor Halverson to adjourn the regular meeting at 7:00 p.m.

Voting Aye: All

Motion Carried

Attest:

/s/ John A. Champa,
Mayor

/s/ Stephanie Skraba,
Administrator