

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – JANUARY 11, 2017**

**CALL TO ORDER**

Acting Mayor Todd Scaia called the City Council Meeting to order in the City Hall Council Chambers at 5:30 p.m.

**ROLL CALL**

Present: Council Members Campbell, Rahja, Kevin Scaia, Todd Scaia and Varda  
Also Present: Interim City Clerk-Treasurer/Administrator Steve Cook, Consulting Engineer Jim Johnson, Matt Reid with SEH, Library Supervisor Katie Christenson, Police Chief Manner and Administrative Assistant Gornick

**ADOPT THE AGENDA**

Moved by Councilor Campbell and supported by Councilor Varda to adopt the Agenda with additions: 7C14) Jim Brandt Closure Agreement, 8B) AFSCME Negotiations, C10A) Res. No. 0117-16 Appoint Public Works Coordinator, C10B) Appoint Council President and 7B3) Deputy Clerks Responsibilities.

Voting Aye: All

Motion Carried

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC PARTICIPATION**

None

**REPORTS**

Councilor Campbell reminded the Public to purchase their pet tags and the importance of calendar parking. The garbage truck has had problems with people not shoveling around the garbage cans. She asked the public to please shovel around the cans.

Councilor Rahja attended the CIRSSD meeting and reported she was appointed to the Executive Committee. She will be attending the Community Education meeting.

Councilor K. Scaia attended the RAMS annual meeting, Ione Tomasetti was elected to the RAMS board.

Councilor Todd Scaia attended the Fire Department meeting and reported December has been busy. He attended the Range Broadband meeting, they are looking at identifying up to six projects.

Consultant Engineer Jim Johnson will draft an ad for the League of MN website and RFP's for the Public Safety building.

Interim Administrator Steve Cook announced the boards and commission's applications are due by January 15, 2017. Steve Erickson attended the Public Relations program for the school. The City may link from the school site. The school and council will have a joint meeting on Monday, January 23, 2017 at 6:30 p.m. He attended the bike trail meeting. Counter tops will be redone in the council chambers. There is a quote from Life Security for the cemetery building. There will be a link on the City website for Council members email addresses. He asked the public to shovel around the dumpsters.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor K. Scaia and supported by Councilor Rahja to accept the Consent Agenda, including the List of Bills (pulling the bill for Administrator Cooks hours for discussion), Communications, Minutes of the previous City Council Meeting of December 27, 2016 Regular Meeting, the January 3, 2017 Organizational Meeting, January 3, 2017 Special Working Session Meeting, Payroll and Overtime.

Voting Aye: All

Motion Carried

**ORDINANCE NO. 7, AMENDING CITY CODE, CHAPTER 73, "RECREATIONAL VEHICLES", 3<sup>RD</sup> SERIES, 2<sup>ND</sup> READING**

Moved by Councilor K. Scaia and supported by Councilor Campbell to adopt the second reading of Ordinance No. 7, amending City Code, Chapter 72, "Recreational Vehicles".

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0117-9 ORDERING UPDATE OF REPORT ON LAKEVIEW ADDITION INFRASTRUCTURE IMPROVEMENT PROJECT**

Moved by Councilor Campbell and supported by Councilor Varda to adopt Resolution No. 0117 -9 to order an amended feasibility study from Short Elliot & Hendrickson (SEH) for the Lakeview Addition infrastructure improvements.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – JANUARY 11, 2017  
(CONTINUED)**

**SEH, INC. PROFESSIONAL SERVICES AGREEMENT FOR 4<sup>TH</sup> AVE SW FEASIBILITY  
REPORT, PLANS, SPECS & BIDDING SERVICES**

Moved by Councilor Varda and supported by Councilor Rahja to enter into agreement with SEH, Inc. for 4<sup>th</sup> Ave SW for a feasibility report, plans, specs. and bidding services.  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0117-10 ORDER PREPARATION OF REPORT ON 4<sup>TH</sup> AVE SW  
IMPROVEMENT PROJECT**

Moved by Councilor Campbell and supported by Councilor K. Scaia to adopt Resolution No. 0117-10 to order preparation of report from SEH, Inc. for 4<sup>th</sup> Ave SW improvement project.  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0117-11 ORDER IMPROVEMENT & PREPARATION OF PLANS  
FOR 4<sup>TH</sup> AVE SW STREET IMPROVEMENT PROJECT**

Moved by Councilor Campbell and supported by Councilor Rahja to order improvement and preparation of plans from SEH, Inc. for 4<sup>th</sup> Ave SW improvement project.  
Voting Aye: All Motion Carried

**PLANNING COMMISSION ALLEY VACATION REQUEST**

Moved by Councilor K. Scaia and supported by Councilor Campbell to vacate a part of the alley adjoining two properties in Block 14, Park Addition to Chisholm. All legal fees are to be paid by the owners adjacent to the alley vacation along with \$100 from each property owner paid to the City.  
Voting Aye: All Motion Carried

**SCHEDULE JOINT MEETING WITH SCHOOL BOARD**

Moved by Councilor K. Scaia and supported by Councilor Campbell to schedule a joint meeting with the Council and the ISD #695 school board members for Monday, January 23, 2017 at 6:30 p.m. at the school.  
Voting Aye: All Motion Carried

**DEPUTY CLERKS RESPONSIBILITIES**

Moved by Councilor K. Scaia and supported by Councilor Varda to require Deputy Clerk-Treasurer Susan Schweiss to attend all council meetings and works sessions.  
Voting Aye: Councilors Rahja, K. Scaia, T. Scaia and Varda  
Voting No: Councilor Campbell Motion Carried

**RESOLUTION NO. 0117-12 APPOINTMENT OF BUILDING OFFICIAL**

Moved by Councilor K. Scaia and supported by Councilor Rahja to adopt Resolution No. 0117-12 to appoint Steven D. Erickson as the Building Official for the City of Chisholm for a one year term.  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0117-13 APPOINTMENT OF CITY ATTORNEY**

Moved by Councilor Campbell and supported by Councilor Rahja to adopt 0117-14 was  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0117-14 APPOINT COUNCIL REPS TO BOARDS &  
COMMISSIONS**

Moved by Councilor Campbell and supported by Councilor Varda to appoint Councilors K. Scaia and Rahja to the Board of Appeals.  
Voting Aye: All Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Varda to appoint Councilor Campbell to the Charitable Gambling Commission.  
Voting Aye: All Motion Carried

Moved by Councilor Campbell and supported by Councilor Rahja to appoint Councilors T. Scaia and K. Scaia to the Economic Development Authority.  
Voting Aye: All Motion Carried

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – JANUARY 11, 2017  
(CONTINUED)**

Moved by Councilor Campbell and supported by Councilor K. Scaia to appoint Councilor T. Scaia to the Finance Committee.  
Voting Aye: All Motion Carried

Moved by Councilor Rahja and supported by Councilor Varda to appoint Councilor K. Scaia to the Housing & Redevelopment Authority.  
Voting Aye: Councilors Campbell, Rahja, T. Scaia and Varda  
Abstain: Councilor K. Scaia Motion Carried

Moved by Councilor Campbell and supported by Councilor K. Scaia to appoint Councilor Rahja to the Library Board.  
Voting Aye: Councilors Campbell, K. Scaia, T. Scaia and Varda  
Abstain: Councilor Rahja Motion Carried

Moved by Councilor Varda and supported by Councilor Rahja to appoint Councilors Campbell and K. Scaia to the Personnel Committee and to add Councilor Rahja at a later date.  
Voting Aye: All Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Campbell to appoint Councilor Rahja to the Planning & Zoning Commission.  
Voting Aye: All Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Rahja to appoint Councilor Campbell to the Police Commission.  
Voting Aye: All Motion Carried

Moved by Councilor Rahja and supported by Councilor Campbell to appoint Councilor K. Scaia to the Public Utilities Commission.  
Voting Aye: All Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Rahja to appoint Councilor Varda to the Recreation Board.  
Voting Aye: All Motion Carried

Moved by Councilor Campbell and supported by Councilor Varda to appoint Councilor T. Scaia to the Volunteer Fire Department.  
Voting Aye: All Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Rahja to appoint Councilor Campbell to the Ambulance Board.  
Voting Aye: All Motion Carried

Moved by Councilor Campbell and supported by Councilor Rahja to appoint Councilor Varda to Kids Plus.  
Voting Aye: All Motion Carried

Moved by Councilor Campbell and supported by Councilor Varda to appoint Councilors K. Scaia to the Iron Range Youth in action.  
Voting Aye: All Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Rahja to appoint Councilor Varda to the Safety Committee.  
Voting Aye: All Motion Carried

Moved by Councilor Campbell and supported by Councilor Varda to appoint Councilor Rahja to the Community Education Board.  
Voting Aye: All Motion Carried

Moved by Councilor Rahja and supported by Councilor K. Scaia to appoint Michael A. Jugovich to the Beyond the Yellow Ribbon Committee.  
Voting Aye: All Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Rahja to appoint Councilors Campbell to the Chamber of Commerce Board.  
Voting Aye: All Motion Carried

Moved by Councilor Campbell and supported by Councilor K. Scaia to appoint Councilor Varda to the Youth Center Board.  
Voting Aye: All Motion Carried

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – JANUARY 11, 2017  
(CONTINUED)**

RESOLUTION NO. 0117-15 ADOPT AMENDED CREDIT CARD POLICY

This was an informational item at this time.

RECOMMENDATION OF CREDIT CARD ISSUER

Moved by Councilor Campbell and supported by Councilor Rahja to obtain a business credit card from American Bank of the North.

Voting Aye: All

Motion Carried

GAMBLING APPLICATION – CHISHOLM CURLING CLUB

Moved by Councilor Campbell and supported by Councilor Rahja to approve the gambling application for the Chisholm Curling Club for the raffle event to be held on April 1, 2017.

Voting Aye: All

Motion Carried

CHISHOLM COMMUNITY FOUNDATION CORPORATE SPONSOR

Moved by Councilor Rahja and supported by Councilor K. Scaia to continue support of the Chisholm Community Foundation (CCF) as a Corporate Sponsor in the amount of \$1,000.

Voting Aye: All

Motion Carried

JENIFER IVANCA – LOT REQUEST

Moved by Councilor Campbell and supported by Councilor Varda to direct Interim City Clerk-Treasurer/Administrator Steve Cook to contact Jenifer Ivanca by letter to confirm or revoke her interest by February 1, 2017 to purchase the lot next to her current business location.

Voting Aye: All

Motion Carried

HYDROKLEAN PROPOSAL FOR MANHOLE REPAIRS

Moved by Councilor K. Scaia and supported by Councilor Rahja to authorize payment of \$18,662.50 to Hydroklean of Rogers, MN for the repair of manholes.

Voting Aye: All

Motion Carried

LIFE SECURITY SYSTEM FOR LOWER LEVEL OF CITY HALL

Moved by Councilor Campbell and supported by Councilor Varda to enter into agreement with Life Security for alarm systems for the lower level of City Hall.

Voting Aye: All

Motion Carried

Councilor Campbell and Councilor Varda amended their motions to include tracking these expenses for potential litigation purposes.

Voting Aye: All

Motion Carried

ACCEPT LETTER OF RESIGNATION – LOGAN HARVEY

Moved by Councilor Campbell and supported by Councilor Varda to accept the letter of resignation from Chisholm Volunteer Firefighter Logan Harvey.

Voting Aye: All

Motion Carried

ACCEPT LETTER OF RESIGNATION – DILLAN TINDAL

Moved by Councilor K. Scaia and supported by Councilor Rahja to accept the letter of resignation from Chisholm Volunteer Firefighter Dillan Tindal.

Voting Aye: All

Motion Carried

SCHEDULE JOINT MEETING WITH TOWN OF BALKAN

Moved by Councilor K. Scaia and supported by Councilor Rahja to schedule a joint meeting with the Town of Balkan for Monday, January 30, 2017 at 5:30 p.m. at Chisholm City Hall.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – JANUARY 11, 2017  
(CONTINUED)**

**JIM BRANDT CLOSURE AGREEMENT**

Moved by Councilor Campbell and supported by Councilor Rahja to enter into a closure agreement with Jim Brandt for settlement and release of claims and to pay him \$17,500 to have work or repairs done to the exposed common wall undertaken and controlled by Brandt as it relates to his development of the 114 West Lake Street property.

Voting Aye: All

Motion Carried

**RECESS TO EXECUTIVE SESSION**

Moved by Councilor K. Scaia and supported by Councilor Varda to recess to executive session at 6:51 pm to discuss a personnel issue and AFSCME Negotiations.

Voting Aye: All

Motion Carried

**ADJOURN EXECUTIVE SESSION**

Moved by Councilor Campbell and supported by Councilor Varda to adjourn the Executive Session at 7:25 p.m.

Voting Aye: All

Motion Carried

**RESUME REGULAR COUNCIL MEETING**

Moved by Councilor Rahja and supported by Councilor K. Scaia to resume the regular Council meeting at 7:27 p.m.

Voting Aye: All

Motion Carried

**MAYOR'S VACANCY**

Moved by Councilor Rahja and supported by Councilor Campbell to appoint Todd Scaia to serve as Mayor for the City of Chisholm until the next election.

Voting Aye: Councilors Campbell, Rahja, Varda and T. Scaia

Abstained: Councilor K. Scaia

Motion Carried

**RESOLUTION NO. 0117-16 APPOINT PUBLIC WORKS TEAM COORDINATOR**

Moved by Councilor K. Scaia and supported by Councilor Campbell to adopt Resolution No. 0117-16 to appoint Don Haenke as Public Works Team Coordinator at a rate of \$34.00 per hour with a 90 day trial period in this position.

Voting Aye: All

Motion Carried

**APPOINT COUNCIL PRESIDENT**

Moved by Councilor K. Scaia and supported by Councilor Campbell to appoint Mary Jo Rahja to serve as Council President for 2017.

Voting Aye: All

Motion Carried

**ADJOURN MEETING**

Moved by Councilor Campbell and supported by Councilor Rahja to adjourn the Regular Council meeting at 7:37 p.m.

Voting Aye: All

Motion Carried

                  /s/ Todd Scaia                    
Todd Scaia, Acting Mayor

Attest:

                  /s/ Steve Cook                    
Steve Cook, Interim City Clerk-Treasurer/Administrator