

**CHISHOLM CITY COUNCIL
REGULAR MEETING – JANUARY 11, 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, April Fountain, Travis Vake, Jed Holewa and Mayor Adam Lantz

Absent: None

Also Present: Administrator Stephanie Skraba, City Attorney Bryan Lindsay, Interim Ambulance Director Peyton Johnson, Police Chief Vern Manner, Building Official Mandy Galli, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, Library Supervisor Katie Christenson, Confidential Administrative Assistant Susan Trunk, Eric Tweten from Mesabi Community TV, Stephanie Holewa and Tiffany Larson.

ADOPT THE AGENDA

Moved by Councilor Fountain and supported by Councilor Holewa to adopt the agenda with the following additions: **1) EMT Hiring Recommendations 2) Resolution Number 0123-14 Appoint Tiffany Larson to Ambulance Director/Emergency Manager 3) Resolution Number 0123-15 Minnesota Industries Disclosure 4) Corporate Authorization Resolution & Entity Authorization for First National Bank**

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

Voting Nay: None

Absent: None

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

There was no Public Participation.

REPORTS

Councilor Halverson reported that he participated in the Ambulance Director Interviews and attended the Recreation Board Meeting.

Councilor Mikkola-Rahja, no report.

Councilor Fountain thanked those who participate and volunteers on the Boards and Commissions, noting that their time is very valuable to the city to help make a strategic decision. If you are thinking about being on a board or commission submit an application and send it to Stephanie Skraba.

Councilor Vake wished everyone a Happy New Year. He had the annual Chamber of Commerce meeting today, upcoming events include February 8-25th Polar Bear Days that includes Bingo, twelve-thousand-dollar raffle and sled the city. March 11th is the chili open. Other events will continue through the year.

Councilor Holewa reported that he attended the St. Louis County Conservation Open House last month and commented they have good ideas for storm water issues in our cities, ways to deter geese and other ideas. He has their contact information. He attended the CIRSSD meeting today and it went well. He reported that residents are concerned about alleys and believes that if there is funding it should be addressed. He shared a fun fact, according to a KFAN pole, Chisholm Ice arena is ranked 112 of 148 across the state.

Mayor Lantz had no formal report but welcomed everyone and looks forward to working with everyone.

Interim Ambulance Director Peyton Johnson, no report.

Fire Chief Masucci, absent.

Police Chief Manner, no report.

City Building Official/Zoning Galli, no report.

City Engineer Johnson, no report.

Public Works Supervisor Folstad, no report

Parks/Trails/Recreation Director Maruska, no report.

Library Supervisor Christenson no report.

City Attorney Lindsay no report.

Clerk-Treasurer Zah, absent

Administrator Skraba reported that there are a number of Boards and Commission seats open. Applications are available both online and at City Hall. Contact Susan at City Hall if you need assistance. Tomorrow she is presenting to the CDBG Board for funding of the Public Safety Building which is out to bid. There is a pre-bid meeting at City Hall tomorrow. The City is still looking for additional funding for the Public Safety Building.

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ACCEPT THE CONSENT AGENDA

Moved by Councilor Fountain and supported by Councilor Vake to Accept the Consent Agenda, with the amendment to the January 3rd 2023 Reorganizational Meeting Minutes to add the Oaths of Office taken by Councilor Fountain, Councilor Holewa and Mayor Lantz.

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

Voting Nay: None

Absent: None

Motion Carried

Moved by Councilor Vake and supported by Councilor Fountain to Accept the Consent Agenda, including the List of Bills, Communications, Meeting Minutes from the December 28, 2022

Regular Meeting, January 3rd 2023 Reorganizational Meeting (amended), Payroll and Overtime.

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

Voting Nay: None

Absent: None

Motion Carried

GAMBLING APPLICATION UPDATE

Police Chief Manner provided an update on two applications that were approved for the Chisholm Chamber by the Gambling Commission. One was for Bingo on February 8th, 2023 and the other one is for a raffle on February 15th, 2023. This was informational only.

**APPROVAL OF CSRP COORDINATOR JOB DESCRIPTION, POSTING AND HIRING 2
COORDINATORS**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to approve the CSRP Coordinator Job Description, Posting and Hiring 2 Coordinators.

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

Voting Nay: None

Absent: None

Motion Carried

REQUEST FOR PROPOSALS-ENGINEERING AND SURVEYING

Councilor Halverson discussed with council a request to have City Council approve to prepare and send a Request for Proposals to qualified consulting engineers and surveyors for City of Chisholm surveying and engineering services. This was a discussion only.

RGGS LAND AND MINERALS, LTD., SURFACE LEASE AGREEMENT RENEWAL

Moved by Councilor Fountain and supported by Councilor Holewa to approve the RGGS Land and Mineral Amendment for the Surface Lease Agreement for the public service/non-commercial signboard located upon RGGS Lands. The amendment extends the lease an additional 5 years at an annual rate of \$250.00.

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

Voting Nay: None

Absent: None

Motion Carried

EMT RECOMMENDATIONS TO HIRE

Moved by Councilor Mikkola-Rahja and supported by Councilor Fountain to approve hiring Morgan Hanson and Bryanna Hanson as EMTs for the City of Chisholm Ambulance Service.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain

Voting Nay: None

Abstaining: Councilors Vake, Holewa and Mayor Lantz

Absent: None

Motion Carried

**RESOLUTION NUMBER 0123-14 APPOINT TIFFANY LARSON AS AMBULANCE
DIRECTOR/EMERGENCY MANAGER**

Moved by Councilor Halverson and supported by Councilor Fountain to adopt Resolution Number 0123-14 to appoint Tiffany Larson as Ambulance Director/Emergency Manager for the City of Chisholm.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain

Voting Nay: None

Abstaining: Councilors Vake, Holewa and Mayor Lantz

Absent: None

Motion Carried

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RESOLUTION NUMBER 0123-15 MINNESOTA INDUSTRIES DISCLOSURE

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0123-15 Authorizing and Reaffirming the Relationship between the City of Chisholm and Minnesota Industries.

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

Voting Nay: None

Abstaining: Mayor Lantz

Absent: None

Motion Carried

**CORPORATE AUTHORIZATION RESOLUTION & ENTITY AUTHORIZATION FOR
FIRST NATIONAL BANK**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to approve the Corporate Authorization Resolution & Entity Authorization for First National Bank.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0123-8 RATIFYING COUNCIL BOARDS & COMMISSION
APPOINTMENTS**

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution Number 0123-8 Ratifying Council Boards & Commissions Appointments.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 0123-9 RE-APPOINT CITY ADMINISTRATOR

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0123-9 Re-appointing Stephanie Skraba as City Administrator.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 0123-10 RE-APPOINT BUILDING/ZONING/SAFETY OFFICIAL

Moved by Councilor Vake and supported by Councilor Fountain to adopt Resolution Number 0123-10 Re-appointing Mandy Galli as Building/Zoning/Safety Official.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 0123-11 RE-APPOINT TRENTI LAW FIRM

Moved by Councilor Fountain and supported by Councilor Holewa to adopt Resolution Number 0123-11 Re-appointing Trenti Law Firm as City Attorney.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 0123-12 RE-APPOINT FIRE CHIEF

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution Number 0123-12 Re-appointing Chris Masucci as Fire Chief.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 0123-13 RETIREMENT BENEFIT ACCOUNT DEPOSIT TO OPEB

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 0123-13 to transfer \$100,000.00 from General Fund into the account for Retiree Benefits.

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

Voting Nay: None

Absent: None

Motion Carried

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MISCELLANEOUS

Councilor Fountain thanked Stephanie Holewa for volunteering on the Police Commission and doing ride a-longs and being part of it.

Mayor Lantz congratulated and expressed his thanks for Fire Fighters John Ulrich for 6 years, Jeremy Argir for 10 years, Patrick Eide for 14 years, Dan Lucente for 10 years and Justin Olson for 7 years of service.

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Holewa and supported by Councilor Mikkola-Raha to adjourn the Regular Meeting at 6:21 pm.

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

Voting Nay: None

Absent: None

Motion Carried

Attest:

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator