

**CHISHOLM CITY COUNCIL
REGULAR MEETING– JANUARY 28, 2026**

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

Present: Councilors Travis Vake, Jed Holewa, Marty Halverson, and Mayor Adam Lantz

Absent: Councilors Jim Varda and April Fountain

Also Present: City Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Police Chief James Vukad, Consultant Engineer Jim Johnson, Building Official Mandy Galli, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Collin Luke, Attorney Bryan Lindsay (arrived at 5:55 pm), Library Supervisor Katie Christenson, Confidential Administrative Assistant Susan Trunk, Margaret Gornick and Ashely Curtis from Kiwanis, and Mesabi Community TV.

ADOPT THE AGENDA

Moved by Councilor Holewa and supported by Councilor Halverson to adopt the agenda with additions: 1) Schedule a Working Session with the School Board to discuss Vaughn property, 2) Schedule LBAE Meeting on April 21, 2026 both under Mayor Lantz. Changes: 1) updated memo for C1 Garbage Truck Rebuilds, under Public Works Supervisor Folstad.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Margaret Gornick and Ashley Curtis from Kiwanis talked about the upcoming Unity for our Community gathering event at Long Year Lake on Saturday, February 14th from 8:00 am to 8:30 am. There will also be an ice fishing contest from 10:00 am to 2:00 pm, registration at 9:00 am.

REPORTS

Councilor Varda was absent.

Councilor Fountain was absent but sent a report via Mayor Lantz. She attended the working session Wednesday, January 21st and the training for the Local Board of Appeals and Equalization and received a certificate. Councilor Fountain will be an alternate in the future. Councilor Vake reported that he echoed Margaret and Ashley, that he had been in Kiwanis for a few years and was president at one point. It is a great organization and this small group of people work so hard to do events in this town and are so successful at it. The fishing contest is a staple for Kiwanis; there is a big turnout and it involves Miss Chisholm. Please consider joining the fishing contest and Unity for our Community. They are working on bringing back the street dance and fire works during Doc Graham days via a fundraiser; Kelly Harris has some raffle tickets if you are looking to buy one. He thanked Councilor Halverson for providing the map at the last working session they had with MnDOT. He was very impressed.

Councilor Holewa reported that he attended the PUC meeting, CIRSSD meeting, monthly RAMS meeting, safety committee meeting, and the last working session.

Councilor Halverson reported he was at the Redhead Committee meeting, the working session last week, and Minnesota Discovery Planning meeting which was the last one in that series. Mayor Lantz reported that he just had his first Parks and Recreation meeting, a fun group to sit in with and obviously very busy and exciting. He thinks the community will see a lot of work happening over the summertime. There will be a lot of projects coming to fruition and completion, at least for the phase of the scopes of them. He thinks it is important when everyone looks at these and all the different projects that are happening. When it comes to the Parks and Rec, those are pretty much totally funded through grants and programs. There is a lot of money being invested in the community without costing us anything for the initial infrastructure. Thank you all very much for welcoming me onto that board, I had a great time and can't wait for everything else we keep doing. On behalf of the Chisholm Ambulance, he attended a class down at the EMS conference, a STEMI class put on by Richard Mulane who is the oversight and gives a lot of feedback for heart attacks at St. Lukes and St. Mary's. Care is evaluated, and he uses some of these cases to have discussions and training opportunities. The Mayor would like to proudly say that he highlighted a case from the Chisholm Ambulance, pointing out initial patient contact to the first mechanical intervention. You want to have 90 minutes to be a good success rate. He further explained that it is very difficult to even have that when you are inside of a community with where you have that hospital in luxury, and us being an hour and 10-15 minutes away, we actually hit that 90-minute mark for the case he was talking about. So patient contact to intervention was 90 minutes down to Duluth. We got a lot of accolades and praise for our service in town, definitely something for the staff and community to be proud of.

**CHISHOLM CITY COUNCIL
REGULAR MEETING– JANUARY 28, 2026**

Mayor Lantz said he can't think of a better time for people to be thinking about the Unity for our Community, he always talks about how great Chisholm is, it's because people have a vested interest, everybody is trying to give back, and we care about each other. He thinks its time that as a society, you don't just stop right here. One thing I like to talk about on the fire service, when people try to do better and be better, it not just when you are wearing your fire gear, not when you're donning your police uniform or EMS uniform and going out to help people, you know we should be focused on extending further than just right in our community. We should be thinking state, national, a whole world living in peace. It's good to see others working to help move that forward.

Ambulance Director Larson reported that last year was the first year they had ALS (advanced life support-a paramedic comes and has traditionally 2 years of specialized schooling) for the entire year so it changed some numbers significantly. The new Public Safety Building has allowed more out of town city staff to work comfortably in Chisholm, which has had a pretty big effect on some of our numbers. In 2025 they wrote 1053 EMS reports, 51 more calls than 2024. Of those calls 60 were interfacility transfers from one hospital to another hospital. That is something we have been pushing because it pays both the staff and the service better and, helps free up that space in the community for in those hospitals for local people to come in. Sometimes these transfers take us from international falls to Rochester and Essentia Virginia to Fargo. The crews that take these are normally off duty; they get a message there is a transfer request and within 20 minutes they are ready and waiting at the hall to drive to I-falls to Rochester. That is pretty impressive as a culture for the staff. Of the 1053 reports, 84 were second outs, which means these people were at work, home, and their pager went off and they responded in a timely manner, also which is very impressive. Before we had ALS, we often relied on mostly Hibbing Ambulance to help us when we had a more critical patient. In the past between 60-100 times a year we asked Hibbing to come for help because the patient needed that help, this year 17 times Hibbing responded to us for a paramedic, all the other times we needed a paramedic, other medics on the service were able to respond to that BLS call from home, work, and around town in a timely manner. Hibbing did 36 mutual aid calls for us, which is well below the 60-100 calls they have done for us in the past for when we already have an ambulance on a 911 and a second page comes out and were not able to get a crew together within 4 minutes. A lot of those second call ours were actually the third call that came within 30 minutes. As a staff, we are covering so many calls in town it is mind blowing for the percentage. We did respond to Cook one time for ALS Intercept. At this time, we are almost 50/50 with paramedics and EMTs. We have paramedics come up from Duluth, from other services, and some that this is their only job. It is a very interesting melting pot. She believes that having the building is a big reason they were able to pull from these different areas. One of our big goals for this year was to decrease our dispatch to and route time and are currently 2 minutes below the national average of approximately 5 minutes from dispatch to leaving the ambulance garage. The national goal is 7 minutes. It is a huge increase from years past and something to be very proud of.

Interim Fire Chief Worlie was absent.

Police Chief Vukad did not have a report.

Building Official Galli did not have a report.

City Consultant Engineer Johnson reported that we will be receiving bids for Wenton Addition next Wednesday at 10:00 am for phase 1 utility improvements, we hope to be bring a recommendation and hopefully award at the first meeting on February 11th.

Public Works Supervisor Folstad did not have a report.

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

Library Supervisor Christenson reported that the winter reading program began this week and it is a 6-week program that runs through March 9th. This year the theme is "track down a book" which features a passport style activity book that encourage reading across a variety of genres and subjects. Participants that complete the activities will be eligible for some prize drawings. We have got some local gift cards and the program is open to all age kids through adults. They are also gearing up for tax season where they are partnering with AEOA and AARP. There will be 3 volunteers at the library on Thursdays from 9-2 to help people file their taxes. The service is available to everyone, no restriction on age or income. Call the library if you would like to make an appointment. A huge thank you to the volunteers, this is our 3rd year doing this program and it is becoming more and more popular every year and a huge demand for it. She is excited to announce that Candace Sjogren as the new intermittent library assistant. She started last week and is already a huge help filling the gaps in our schedule. Supervisor Christenson thanked Administrator Skraba and the Council for supporting the temporary hire. It has already brought a lot of relief to staff.

Attorney Bryan Lindsay did not have a report, arrived at 5:55.

Clerk-Treasurer Ceglar did not have a report.

Administrator Skraba did not have a report.

**CHISHOLM CITY COUNCIL
REGULAR MEETING-- JANUARY 28, 2026**

APPROVE THE CONSENT AGENDA

Moved by Councilor Holewa and supported by Councilor Vake to Approve the Consent Agenda including the List of Bills, Communications, payroll, January 6, 2026 Reorganizational Meeting Minutes, January 6, 2026 Regular Meeting Minutes, and a correction to January 6, 2026 Regular Meeting Minutes to read Resolution Number 0126-10 Accepting Grant from the Iron Range Resources and Rehabilitation Public Works Grant Program for the 6th Street NE Infrastructure Replacement Project. Moved by Councilor Fountain and supported by Councilor Varda to adopt Resolution Number 0126-10 Accepting Grant from the Iron Range Resources and Rehabilitation Public Works Grant Program for the 6th Street Northeast Infrastructure Replacement Project in the amount of \$400,000.00.

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

Voting Nay: None

Absent: None

Motion Carried

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

PURCHASE AED BATTERIES AND PADS

Moved by Councilor Halverson and supported by Councilor Holewa to approve the purchase of AED Batteries and pads to replace the 6 across the city that have expired for a cost of \$2,739.30.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

RAFFLES

Police Chief Vukad provided an update of approved upcoming raffles: Chisholm Area Chamber of Commerce on February 18, 2026 at Tom and Jerry's Bar, Wounded Warriors United Minnesota on March 7, 2026 at Tom and Jerry's Bar, Chisholm Curling Club on April 23, 2026 at Tom and Vary's Bar, and Sturgeon River Chapter of MN Deer Hunters on December 10, 2026 at Valentini's Supper Club.

MN CSTORE 3.2 OFF SALE LIQUOR LICENSE

Moved by Councilor Vake and supported by Councilor Holewa to approve the 3.2 off sale liquor license for MN Cstore located at 100 West Lake Street.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

GARBAGE TRUCK REBUILD

Moved by Councilor Holewa and supported by Councilor Halverson to approve the repairs to the garbage truck by EJ Equipment in the amount of \$41,741.40.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

**POST AND HIRE FOR CHISHOLM SUMMER RECREATION PROGRAM (CSRP)
COORDINATORS**

Moved by Councilor Vake and supported by Councilor Halverson to approve the posting and hiring of up to two CSRP Coordinators.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

**SHORT ELLIOTT HENDRICKSON, INC. (SEH) PROPOSAL FOR LAKE PARK PICKLE
BALL COURTS**

Moved by Councilor Holewa and supported by Councilor Vake to approve the Short Elliott Hendrickson, Inc. (SEH) proposal for Lake Park Pickle Ball Courts in the amount not to exceed \$58,900.00.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING-- JANUARY 28, 2026**

**ENTER INTO CONTRACT WITH BARR ENGINEERING-ENVIRONMENTAL
CONSULTING**

Moved by Councilor Halverson and supported by Councilor Holewa to Enter into contract with BARR Engineering-Environmental Consulting in the amount not to exceed \$14,200.00 without prior approval.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

**ENTER INTO CONTRACT WITH BARR ENGINEERING -PREPARATION OF
DOCUMENTS**

Moved by Councilor Halverson and supported by Councilor Holewa to Enter into contract with BARR Engineering -Preparation of Documents in the amount not to exceed \$11,250.00 without prior approval.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

REQUEST FOR PROPOSAL DOCUMENTS FOR CHISHOLM CONNECTOR TRAIL

Moved by Councilor Holewa and supported by Councilor Vake to approve the Request for Proposal documents for the Chisholm Connector Trail.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

RESOLUTION NUMBER 0126-17 ACCEPTING DONATION TO THE CITY OF CHISHOLM

Moved by Councilor Holewa and supported by Councilor Vake to adopt Resolution Number 0126-17 Accepting Donation to the City of Chisholm in the amount of \$100.00 from Daniel Swalm earmarked for the Chisholm Public Library.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

STERLE & CO. LTD AUDIT ENGAGEMENT LETTER

Moved by Councilor Vake and supported by Councilor Halverson to approve the Sterle and & Co. LTD Audit Engagement Letter to perform services for the period ending December 31, 2025.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

APPROVE PAYMENT OF ROCK SOLID INVOICE

Moved by Councilor Halverson and supported by Councilor Holewa to approve the Rock Solid Invoice in the amount of \$25,023.06.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

4M PMA REINVESTMENT OF MATURED CDS

Moved by Councilor Holewa and supported by Councilor Vake to approve to reinvest the principal of the matured CDs in two new CDs.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

SCHEDULE A WORKING SESSION

Moved by Councilor Halverson and supported by Councilor Holewa to schedule a working session on Wednesday, February 4, 2026 at 5:00 pm to discuss the HRA loan forgiveness, Moonlyte Brewery, and the Fire Department Job Descriptions.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

**CHISHOLM CITY COUNCIL
REGULAR MEETING-- JANUARY 28, 2026**

**SCHEDULE A WORKING SESSION WITH THE SCHOOL BOARD TO DISCUSS VAUGHN
PROPERTY**

Moved by Councilor Holewa and supported by Councilor Vake to schedule a working session on Monday, February 9, 2026 at 6:00 pm with the Chisholm School Board to discuss Vaughan-Steffensrud property.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

SCHEDULE A LOCAL BOARD OF APPEAL AND EQUALIZATION MEETING

Moved by Councilor Holewa and supported by Councilor Halverson to schedule the Local Board of Appeal and Equalization Meeting on Tuesday, April 21, 2026 at 4:00 pm in the City Hall Council Chambers.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Holewa and supported by Halverson to adjourned the regular meeting at 6:20 pm.

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

Voting Nay: None

Absent: Councilors Varda and Fountain

Motion Carried

Attest:

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator