

**CHISHOLM CITY COUNCIL
ORGANIZATIONAL MEETING – JANUARY 2, 2018**

CALL TO ORDER

Council President Mary Jo Rahja called the Organizational Meeting to order in the City Hall Council Chambers at 5:30 p.m.

ROLL CALL

Present: Council Members Campbell, Rahja, Halverson, Varda, and K. Scaia
Absent: Mayor Todd Scaia

Also Present: City Clerk-Treasurer/Administrator Jennifer Sterbenz, Marie Tolonen of the Chisholm Tribune Press, City Attorney Bryan Lindsay, Terry Hartikka & Police Chief Vern Manner

ADOPT THE AGENDA

Moved by Councilor K. Scaia and supported by Councilor Varda to adopt the Agenda with two deletions: 1) Oaths of Office & leave Public Participation on the agenda format.
Voting Aye: All Motion Carried

VOTING ORDER

Moved by Councilor K. Scaia and supported by Councilor Halverson that the voting order will be as follows with the least senior council member voting first and always ending with the Mayor: Councilor Halverson, Councilor Varda, Councilor Kevin Scaia, Councilor Rahja, Councilor Campbell, and Mayor.
Voting Aye: All Motion Carried

SEATING ARRANGEMENT

Moved by Councilor Campbell and supported by Councilor Halverson that the seating arrangement shall be as follows from the Council Members left to right: Councilor Campbell, Councilor Kevin Scaia, City Attorney Lindsay, Mayor, City Administrator, Councilor Halverson, Councilor Varda and Councilor Rahja.
Voting Aye: All Motion Carried

ROBERTS RULES OF ORDER

Moved by Councilor Varda and supported by Councilor Campbell to adopt Roberts Rules of Order to serve as a guide to conduct City Council meetings.
Voting Aye: All Motion Carried

AGENDA FORMAT

Moved by Councilor Campbell and supported by Councilor K. Scaia to adopt the new basic format removing communications from the agenda with items to be submitted to the Clerk's Office by noon on Thursday to be included in the Council Agenda Packet.
Voting Aye: All Motion Carried

RESOLUTION NO. 0118-1/ELECT COUNCIL PRESIDENT

Moved by Councilor Campbell and supported by Councilor K. Scaia to adopt Resolution No. 0118-1 for election of Councilor Rahja to serve as City Council President for the Year 2018.
Voting Aye: All Motion Carried

RESOLUTION NO. 0118-2/ELECT COUNCIL VICE PRESIDENT

Moved by Councilor K. Scaia and supported by Councilor Varda to adopt Resolution No. 0118-2 for election of Councilor Halverson to serve as City Council Vice-President for the year 2018.
Voting Aye: Councilors Rahja, Varda and K. Scaia
Voting No: Councilor Campbell
Abstain: Councilor Halverson
Absent: Mayor Todd Scaia Motion Carried

Upon advisement of the City Attorney, the following vote took place:
Moved by Councilor K. Scaia and supported by Councilor Varda to adopt Resolution No. 0118-2 for election of Councilor Halverson to serve as City Council Vice-President for the year 2018.
Voting Aye: Councilors Halverson, Rahja, Varda and K. Scaia
Voting No: Councilor Campbell
Absent: Mayor Todd Scaia Motion Carried

**CHISHOLM CITY COUNCIL
ORGANIZATIONAL MEETING – JANUARY 2, 2018
(CONTINUED)**

RESOLUTION NO. 0118-3 TO APPOINT AUDIT COMMITTEE

Moved by Councilor Varda and supported by Councilor Halverson to adopt Resolution No. 0118-3 to appoint Councilor K. Scaia and Councilor Halverson to serve on the Audit Committee, along with Susan Schweiss (Deputy Clerk-Treasurer) as the alternate, for the year 2018.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0118-4 TO DESIGNATE OFFICIAL NEWSPAPER

Moved by Councilor K. Scaia and supported by Councilor Varda to adopt Resolution No.0118-4 to designate the Chisholm Tribune Press as the primary official newspaper.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0118-5 TO DESIGNATE OFFICIAL DEPOSITORY

Moved by Councilor Campbell and supported by Councilor Halverson to adopt Resolution No. 0118-5 for designation of the following depositories: First National Bank of Chisholm, MN and Security State Bank of Hibbing, MN.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0118-6/ESTABLISH MEETING TIME, DATE, & PLACE

Moved by Councilor Varda and supported by Councilor K. Scaia to adopt Resolution No. 0118-6 to hold the City Council meetings at 5:30 p.m. on the 2nd and 4th Wednesdays of each month and with other meetings scheduled as needed.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0118-7 APPOINT DATA PRACTICE OFFICIALS

Moved by Councilor Campbell and supported by Councilor Halverson to adopt Resolution No. 0118-7 to appoint the City Clerk as the "Responsible Authority", the City Attorney as the Data Practices Compliance Official and the Police Chief as the Law Enforcement Data Official to administer the requirements for collection, storage, use and dissemination of data on individuals within the City.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0118-8 DESIGNATE POLLING PLACE

Moved by Councilor Campbell and supported by Councilor Varda to adopt Resolution No. 0118-8 to designate the boundaries of the voting precinct and polling place for 2018 as the Chisholm Sports Arena located at 600 1st Street NW in Chisholm, MN.

Voting Aye: All

Motion Carried

TELEVISION MEETINGS

Moved by Councilor Varda and supported by Councilor Halverson to televise all regular City Council meetings, and to televise or audio record special meetings, public hearings, and emergency meetings when requested.

Voting Aye: All

Motion Carried

ADJOURN MEETING

Moved by Councilor Campbell and supported by Councilor Varda to adjourn the Organizational meeting at 5:54 p.m.

Voting Aye: All

Motion Carried

/s/ Mary Jo Rahja

Council President

Attest:

/s/ Jennifer A. Sterbenz

City Clerk-Treasurer/Administrator