

**CHISHOLM CITY COUNCIL
ORGANIZATIONAL MEETING – JANUARY 2, 2019**

CALL TO ORDER

Mayor John Champa called the Organizational Meeting to order in the City Hall Council Chambers at 5:30 p.m.

ROLL CALL

Present: Council Members Tracy Campbell, Adam Lantz, April Larson, Travis Vake, Jim Varda, and Mayor John Champa

Absent: None

Also Present: City Clerk-Treasurer/Administrator Bill Manney, City Attorney Bryan Lindsay, Marie Tolonen of the Chisholm Tribune Press, and Administrative Assistant Margaret Gornick

ADOPT THE AGENDA

Moved by Councilor Varda and supported by Councilor Campbell to adopt the Agenda as presented.

Voting Aye: All

Motion Carried

VOTING ORDER

Moved by Councilor Campbell and supported by Councilor Varda that the voting order will be as follows with the least senior council member voting first and always ending with the Mayor: Councilor Lantz, Councilor Larson, Councilor Vake, Councilor Varda, Councilor Campbell, and Mayor Champa.

Voting Aye: All

Motion Carried

SEATING ARRANGEMENT

Moved by Councilor Varda and supported by Councilor Vake that the seating arrangement for the Council shall be as follows from the left to right: Councilor Lantz, Councilor Campbell, City Attorney Lindsay, Mayor Champa, City Administrator Manney, Councilor Vake, Councilor Larson, and Councilor Varda.

Voting Aye: All

Motion Carried

ROBERTS RULES OF ORDER

Moved by Councilor Campbell and supported by Councilor Lantz 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 Mayor Champa and supported by Councilor Varda to adopt the new basic agenda format (with the addition of the Fire Chief) for items to be submitted to the Clerk's Office by 12:00 p.m. on Thursdays that will be included in the Council Agenda Packet.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0119-1 TO ELECT COUNCIL PRESIDENT

Moved by Councilor Varda and supported by Councilor Larson to adopt Resolution No. 0119-1 for election of Councilor Campbell to serve as City Council President for the Year 2019.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0119-2 TO ELECT COUNCIL VICE PRESIDENT

Moved by Councilor Campbell and supported by Councilor Vake to adopt Resolution No. 0119-2 for election of Councilor Varda to serve as City Council Vice-President for the year 2019.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0119-3 TO APPOINT AUDIT COMMITTEE

Moved by Councilor Vake and supported by Councilor Campbell to adopt Resolution No. 0119-3 to appoint Councilor Lantz and Councilor Larson to serve on the Audit Committee for the year 2019.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL
ORGANIZATIONAL MEETING – JANUARY 2, 2019
(CONTINUED)**

RESOLUTION NO. 0119-4 TO DESIGNATE OFFICIAL NEWSPAPER

Moved by Councilor Varda and supported by Councilor Larson to adopt Resolution No.0119-4 to designate the Chisholm Tribune Press as the primary official newspaper.
Voting Aye: All Motion Carried

RESOLUTION NO. 0119-5 TO DESIGNATE OFFICIAL DEPOSITORY

Moved by Councilor Campbell and supported by Councilor Varda to adopt Resolution No. 0119-5 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. 0119-6 TO ESTABLISH MEETING TIME, DATE, & PLACE

Moved by Councilor Lantz and supported by Councilor Campbell to adopt Resolution No. 0119-6 to hold the City Council meetings at 5:30 p.m. on the 2nd and 4th Tuesdays of each month and with other meetings scheduled as needed.
Voting Aye: All Motion Carried

RESOLUTION NO. 0119-7 APPOINT DATA PRACTICE OFFICIALS

Moved by Councilor Campbell and supported by Councilor Vake to adopt Resolution No. 0119-7 to appoint the City Clerk as the “Responsible Authority”, the Mayor 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. 0119-8 DESIGNATE POLLING PLACE

Moved by Councilor Varda and supported by Councilor Larson to adopt Resolution No. 0119-8 to designate the boundaries of the voting precinct and polling place for 2019 as the Chisholm Sports Arena located at 600 1st Street NW in Chisholm, MN.
Voting Aye: All Motion Carried

TELEVISION MEETINGS

Moved by Councilor Campbell and supported by Councilor Vake 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 Varda and supported by Councilor Campbell to adjourn the Organizational meeting at 5:50 p.m.
Voting Aye: All Motion Carried

/s/ John A. Champa
Mayor

Attest:

/s/ William Manney
City Clerk-Treasurer/Administrator