

**CHISHOLM CITY COUNCIL  
RE-ORGANIZATIONAL MEETING– JANUARY 3, 2023**

Prior to the beginning of the January 3, 2023 Re-Organizational Meeting Councilor April Fountain, Councilor Jed Holewa and Mayor Adam Lantz took their Oath of Office.

Mayor Adam Lantz called the Re-Organizational Meeting to order at 5:32 p.m.

**ROLL CALL**

Present: Council Members Marty Halverson, Cheyenne Mikkola-Rahja, April Fountain, Travis Vake, Jedediah Holewa and Mayor Adam Lantz.

Absent: None

Also Present: Administrator Stephanie Skraba, City Attorney Bryan Lindsay (arrived at 5:34 pm) Police Chief Vern Manner, Consultant Engineer Jim Johnson, Marie Tolonen of the Mesabi Tribune.

**ADOPT THE AGENDA**

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adopt the agenda as presented.

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

Voting Nay: None

Absent: None

Motion Carried

**VOTING ORDER**

Moved by Councilor Fountain and supported by Councilor Vake that the voting order will be as follows: Councilor Halverson, Councilor Mikkola-Rahja, Councilor Fountain, Councilor Vake, Councilor Holewa, and Mayor Lantz.

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

Voting Nay: None

Absent: None

Motion Carried

**SEATING ARRANGEMENT**

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja that the seating arrangement for the Council shall be as follows from the left to right (public view facing council seats): Councilor Halverson, Councilor Fountain, Councilor Vake, Mayor Lantz, Councilor Mikkola-Rahja, Councilor Holewa.

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

Voting Nay: None

Absent: None

Motion Carried

**ROBERTS RULES OF ORDER**

Mayor Lantz reviewed that the council uses the Roberts Rules of Order. This was informational only.

**AGENDA FORMAT**

Moved by Councilor Mikkola-Rahja and supported by Halverson to adopt the same basic agenda format that was approved by the council on January 4, 2022. Items are to be submitted to the Confidential Administrative Assistant by 12:00 p.m. on Thursdays with a Memo in order to be included in the Council Agenda Packet.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NO. 0123-1 TO ELECT COUNCIL PRESIDENT**

Moved by Councilor Fountain and supported by Councilor Holewa to adopt Resolution Number 0123-1 for election of Councilor Vake to serve as City Council President for the Year 2023.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NO. 0123-2 TO ELECT COUNCIL VICE PRESIDENT**

Moved by Councilor Halverson and supported by Councilor Holewa to adopt Resolution Number 0123-2 for election of Councilor Mikkola-Rahja to serve as City Council Vice-President for the year 2023.

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

Voting Nay: None

Absent: None

Motion Carried

**CHISHOLM CITY COUNCIL  
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**RESOLUTION NO. 0123-3 TO APPOINT AUDIT COMMITTEE**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0123-3 to appoint Mayor Lantz and Councilor Holewa to serve on the Audit Committee for the year 2023 and to appoint Councilor Fountain to serve as the alternate on the Audit Committee for the year 2023.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NO. 0123-4 TO DESIGNATE OFFICIAL NEWSPAPER**

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 0123-4 to designate the Mesabi Tribune as the primary official newspaper.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NO. 0123-5 TO DESIGNATE OFFICIAL DEPOSITORY**

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0123-5 for designation of the following depositories: First National Bank of Chisholm, MN and Security State Bank of Hibbing, MN.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NO. 0123-6 TO ESTABLISH MEETING TIME, DATE, & PLACE**

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to adopt Resolution Number 0123-6 to hold the City Council meetings at 5:30 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month and with other meetings scheduled as needed to be held at Chisholm City Hall Council Chambers.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NO. 0123-7 APPOINT DATA PRACTICE OFFICIALS**

Moved by Councilor Mikkola-Rahja and supported by Councilor Fountain to adopt Resolution Number 0123-7 to appoint the City Administrator as the “Responsible Authority”, the City Attorney as the Data Practices Compliance Official, the Police Chief as the Law Enforcement Data Official, and the Ambulance Director/Emergency Manager as the Ambulance Service/HIPAA Data Official to administer the requirements for collection, storage, use and dissemination of data on individuals within the City.

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

Voting Nay: None

Absent: None

Motion Carried

**TELEVISION MEETINGS**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to televise all regular City Council meetings, and to televise or audio record special meetings, public hearings, and emergency meetings when requested.

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

Voting Nay: None

Absent: None

Motion Carried

**ADJOURN MEETING**

Moved by Councilor Fountain and supported by Councilor Vake to adjourn the Re-Organizational meeting at 5:42 p.m.

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