

**CHISHOLM CITY COUNCIL
RE-ORGANIZATIONAL MEETING– JANUARY 6, 2026**

CALL TO ORDER

Mayor Adam Lantz called the Re-Organizational Meeting to order at 5:30 p.m.

ROLL CALL

Present: Councilors Jed Holewa, April Fountain, Travis Vake, Jim Varda, Marty Halverson, and Mayor Adam Lantz

Absent: None

Also Present: Administrator Stephanie Skraba, City Attorney Bryan Lindsay, Police Chief James Vukad, Ambulance Director Tiffany Larson, Consultant Engineer Jim Johnson, Parks, Trails, and Recreation Director Collin Luke, Confidential Administrative Assistant Susan Trunk, and Mesabi TV.

APPROVE THE CONSENT AGENDA

Moved by Councilor Holewa and supported by Councilor Varda to approve the Consent Agenda as presented.

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

Voting Nay: None

Absent: None

Motion Carried

VOTING ORDER

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

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

Voting Nay: None

Absent: None

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 (public view facing council seats): Councilor Varda, Councilor Fountain, Councilor Vake, Administrator Skraba, Mayor Lantz, City Attorney Lindsay, Councilor Holewa, Councilor Halverson.

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

Voting Nay: None

Absent: None

Motion Carried

ROBERTS RULES OF ORDER

Moved by Councilor Vake and supported by Councilor Halverson approving Roberts Rules of Order. Resources for Roberts Rules of Order can be found on the League of Minnesota Cities website.

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

Voting Nay: None

Absent: None

Motion Carried

AGENDA FORMAT

Moved by Councilor Holewa and supported by Varda to adopt the same basic agenda format currently in use.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NO. 0126-1 TO ELECT COUNCIL PRESIDENT

Moved by Councilor Fountain and supported by Councilor Varda to adopt Resolution Number 0126-1 to elect Councilor Holewa to serve as City Council President for the Year 2026.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NO. 0126-2 TO ELECT COUNCIL VICE PRESIDENT

Moved by Councilor Fountain and supported by Councilor Holewa to adopt Resolution Number 0126-2 to elect Councilor Vake to serve as City Council Vice-President for the year 2026.

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

Voting Nay: None

Absent: None

Motion Carried

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RESOLUTION NO. 0126-3 TO APPOINT AUDIT COMMITTEE

Moved by Councilor Varda and supported by Councilor Holewa to adopt Resolution Number 0126-3 to appoint Councilor Halverson and Councilor Vake to serve on the Audit Committee for the year 2026 and to appoint Councilor Fountain to serve as the alternate on the Audit Committee for the year 2026.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NO. 0126-4 TO DESIGNATE OFFICIAL NEWSPAPER

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 0126-4 to designate the Mesabi Tribune as the primary official newspaper.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NO. 0126-5 TO DESIGNATE OFFICIAL DEPOSITORY

Moved by Councilor Holewa and supported by Councilor Varda to adopt Resolution Number 0126-5 for designation of the following depositories: 1) Park State Bank (formerly First National Bank of Chisholm), 2) Security State Bank of Hibbing, and 4M Fund/PMA Financial.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NO. 0126-6 TO ESTABLISH MEETING TIME, DATE, & PLACE

Moved by Councilor Fountain and supported by Councilor Halverson to adopt Resolution Number 0126-6 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 to be held at Chisholm City Hall Council Chambers.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NO. 0126-7 APPOINT DATA PRACTICE OFFICIALS

Moved by Councilor Holewa and supported by Councilor Halverson to adopt Resolution Number 0126-7 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 Varda, Fountain, Vake, Holewa, Halverson, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

TELEVISION MEETINGS

Moved by Councilor Fountain and supported by Councilor Holewa 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 Varda, Fountain, Vake, Holewa, Halverson, and Mayor Lantz

Voting Nay: None

Absent: None

Motion Carried

ADJOURN MEETING

Moved by Councilor Holewa and supported by Councilor Marty to adjourn the Re-Organizational meeting at 5:37 p.m.

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

Voting Nay: None

Absent: None

Motion Carried

Attest:

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator