

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – JULY 13, 2022**

**CALL TO ORDER**

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

**ROLL CALL**

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

Absent: None

Also present: Administrator Stephanie Skraba, City Attorney Bryan Lindsay, City Ambulance Director/Emergency Manager Jess Davis, Police Chief Vern Manner, Building/Zoning and Safety Director Mandy Galli, Consultant Engineer Jim Johnson, Library Supervisor Katie Christenson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, City Clerk-Treasurer Eileen Zah, Confidential Administrative Assistant Susan Trunk, Marie Tolonen with the Mesabi Tribune, Steve Rahkola with Mesabi Community TV, Samantha Smart, public participants Dave Pessenda, Bill Hanegmon, Roger Johnson, Duane Johnson, Julie Marinucci, Bob Sterns, Todd Schnorr and Heather Barby.

**ADOPT THE AGENDA**

Moved by Councilor Fountain and supported by Councilor Vake to adopt the agenda with 4 additions:

- 1) Blight/Long Grass Removal
- 2) Adam & Kimberly Lantz Variant
- 3) Park/Rec Board Application from Shelley Valentini
- 4) Police Commission Charter Request

Voting Aye: All

Motion Carried

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC PARTICIPATION**

Dave Pessenda from the CBA and American Legion would like the city's support as they improve the MIA Veteran's Park space alongside Long Lake. They received a grant from Owen's Foundation to help fund the project where picnic tables, a pavilion, a fire pit and parking spaces will be placed. The group is asking the city to donate 20 yards of class 5 fill and permission to move the other bucket to the Bruce Mine. The sign listing the names of individuals who have sport accomplishments will be moved to the school or sports complex.

Duane "Dewey" Johnson, Emergency Manager for St. Louis County spoke about the Everbridge severe weather notification system. With new technology, the Everbridge System uses phone, email and text to alert individuals for issues such as severe weather. It can be used by city supervisors to alert their team members; individuals can sign up to be notified when there is an alert and the system can be used to target a specific area using a "Geo-target" alert sent to all cell phones in that area regardless of being enrolled.

Julie Marinucci spoke on behalf of the Chisholm Downtown Revitalization Committee to beautify the vacant city owned lot at 22 West Lake Street. The committee is working on a visual screen at the back of the park and partnering with United Taconite to provide an industrial vibe and repurposing some concentrating screen panels or 3/4 cut out plate material. They have \$5000 in funding from the Chisholm Community Foundation to help with costs of the project and will see what they receive from in-kind support to add seating.

Bob Sterns and Todd Schnorr spoke about the 9<sup>th</sup> Annual Schnorr Mudfest, Fishing with Vets Minnesota fundraising event happening on September 10<sup>th</sup>, 2022. The group asked for the City's support with law enforcement, EMS and to grant the closure of Lake Street from 3<sup>rd</sup> Ave to 1<sup>st</sup> Ave and 2<sup>nd</sup> Ave to 2<sup>nd</sup> Ave SW to 1<sup>st</sup> Street SW from 8:00 a.m.

Saturday September 10 through Midnight for a city-wide festival. Activities include an ATV ride, car show, craft fair, vehicle parade past the nursing home, cash raffle, door prizes, kid friendly activities, food trucks, vendors, a band, and fireworks at dusk.

Heather Barby spoke about her concerns regarding the HRA apartments, the repair work that was not done prior to the inspection by HUD on June 8, 2022 and her opinion that not everything has been fixed since the inspection.

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**REPORTS**

Councilor Fountain reported that three new members joined the library board meeting. The Library Summer Reading program is going really well and Katie is doing a wonderful job.

Councilor Halverson reported that lots of work being done by volunteers at Redhead Mountain Bike Park including a new green trail suitable for kids/beginning riders. Councilor Lance attended the Airport Authority 25-year plan meeting. He reported that the FHA uses the number of seats going out to measure the funds contributed, they hope to expand the runway and soon will be starting a charter service. He attended the Fire Department monthly meeting where he reports the trucks are old and they are falling apart. He is a new member of the Kiwanis and reports they are almost at their goal for the splash pad funding. He attended the welcoming of The Wall That Heals and hopes everyone got the opportunity to check it out. Vema headquarters hosted a meet and greet with the local sheriffs running for office. The EDA is continuing to help supply grants and welcome new business owners. The Planning and Zoning meeting discussed auxiliary structures adjacent to properties, ways to utilize the smaller lots with single family dwellings and hopes to bring new maintenance and property codes to the next council meeting.

Councilor Mikkola-Rahja no report.

Councilor Vake reported that the All Class Reunion is coming up and there is a fundraiser breakfast Friday, August 5<sup>th</sup> from 9:00 am to noon at Jim's Sports Club Bar and Grill hosted by the Chisholm Community Foundation. On July 25<sup>th</sup> there will be a golf scramble hosted by the CCF at the Mesaba Country Club in Hibbing. The city-wide garage sales will be on July 29<sup>th</sup> and 30<sup>th</sup>.

Mayor Champa reported that the Safety Building 90 Percent Meeting was held on July 12<sup>th</sup> where they reviewed very thorough details of the new building. The Sanitary Sewer District had a meeting including a new representative from Kinney where they gave a presentation to city staff about how their group works. Mayor Champa reminded everyone that the City Wide Clean up is going for two more days. The All Class and County Fair is coming up August 3<sup>rd</sup> through the 7<sup>th</sup>. He wishes everyone the best of luck who have filed to run for office. As Covid is starting to loosen up, Mayor Champa wanted to give credit to local businesses that really stepped up such as the grocery store for keeping it running and staffed, the police and city worker's for having to ride separately and that Casey's Drug went up and above helping with vaccinations.

Ambulance Director/Emergency Manager Jess Davis reported that they had their first monthly training with a great turn out and lots of good content and questions. They have received the donated radios from Hennepin County.

Parks/Rec/Trails Director Brigit Maruska reported that the premiere of the documentary Bike Town is on Friday July 22, 2022 at the Discovery Center. The premiere is also a fundraiser for IROC. Rumors say that members of the International Mountain Bicycling Association (IMBA) visited and said that Redhead Mountain Bike Park is the best Mountain Bike Parks they have ridden in the United States. There is a bench fundraiser coming up during the All Class Reunion for a bench on the lake walk. Delta Airlines adopted the Iron Man Park and will be in control of keeping it clean. The new floating dock is going in. The Summer Rec program is going well except for the floor sweating but she is developing plans so that it does not have to be closed in the future. There was a volley ball fundraiser for Hibbing Booster club using the Chisholm courts.

Library Supervisor Katie Christenson reported that there is a lot going on at the library. They had 145 kids and 57 adults attend their tie dye event. The summer reading program is in their 6<sup>th</sup> and final week where they had 196 kids sign up and 31 teams. Story time is continuing on Wednesdays at 10:00 a.m. with an average of 50-80 kids each week. She would like to express her gratitude to Library Aides Debbie and Michelle for their hard work along with Administrator Skraba for filling in all the gaps. The tuckpoint process by Innovative Masonry has been going really well and is ahead of schedule with an expected completion in August.

Clerk-Treasurer Eileen Zah reported that the election judges and city staff have been attending training put on by St. Louis County for election judge training, absentee voting, and health care facility voting. She submitted for publication the notice of Primary Election and the sample ballot to be published in the paper. Tuesday July 19, 2022 is the last day to preregister to vote. Absentee voting began on June 24, 2022 and will commence through August 8, 2022. The Absentee Board will meet every five days to review and accept those ballots. Starting on Monday July 25, 2022 the absentee board will meet every three days and be posting election information and sample ballots at City Hall. Clerk-Treasurer Zah has been in touch with all the department heads in effort to follow the budgeting schedule and had hoped to have a preliminary budget to be in place on July 5<sup>th</sup> for the City Administrator to review but experienced challenges with the new software. They are still ahead of the game, communicating and working together.

Auditors Bonnie and Jeff Sterle are anticipated to complete the audit by the end of the week and will provide any last questions before the final financials.

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Clerk-Treasurer Zah met with Bonnie Sterle and Administrator Skraba to review cash and learned quite a bit about the position as a city and how it is represented in the financials. She commented that the summer hours are going well and that from her perspective things have progressed and that it is nice to be part of the positive changes acknowledging new and retired staff and giving credit to Administrator Skraba for her leadership.

Administrator Stephani Skraba reported that the Public Safety Building 90 Percent Meeting happened on July 12. Robert from Wendel Five Bugles will discuss the building and bidding timeframe with the council. The purchase of the Iron Range Bell Engineering Building is complete and construction has started with a timeline to have students in the building by the end of August. Bob Streeter will be coming with the landscape architect for the housing development and Administrator Skraba will be doing the walkthrough of the property. Bob Streeter will also be at the August 10, 2022 council to review where they are at with the housing development, what studies they have received back and next steps. Administrator Skraba wanted to acknowledge how busy it has been and thanked everyone for all the work that has been done.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Vake and supported by Councilor Fountain to Accept the Consent Agenda, including the List of Bills, Minutes from the June 6, 2022 Working Session, June 8, 2022 Public Hearing Amending Role in Bond Funding for Chisholm Health Center, June 8, 2022 Regular Meeting, Payroll and Overtime and correction to the June 6, 2022 working session minutes.

Voting Aye: All

Motion Carried

**SEVERE WEATHER NOTIFICATION**

Moved by Councilor Lance and supported by Councilor Mikkola-Rahja to Reinstate the Everbridge Notification System and decommission the tornado siren.

Voting Aye: All

Motion Carried

**HIRING COMMITTEE RECOMMENDATION**

Moved by Councilor Fountain and supported by Councilor Halverson to hire Cassidy Kampsula for the position of EMT with Chisholm Ambulance.

Voting Aye: All

Motion Carried

**VIRGINIA-CHISHOLM ALS INTERCEPT PAYMENT AGREEMENT**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve the Ground Ambulance Paramedic Intercept and Support Services Agreement.

Voting Aye: All

Motion Carried

**HIPAA COMPLIANCE MANUAL**

Moved by Councilor Vake and supported by Councilor Fountain to approve the HIPAA Compliance Manual.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0722-66 ACCEPT DONATION OF CPR MANIKINS**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to adopt Resolution No. 0722-66 to accept the donation of 4 adult and 4 infant CPR Manikins and Accessories to be utilized by the Chisholm Ambulance Service.

Voting Aye: All

Motion Carried

**GAMBLING PERMIT FOR CHISHOLM KIDS PLUS**

Moved by Councilor Vake and supported by Councilor Fountain to approve Gambling Permit for Chisholm Kids Plus raffle with proceeds to go towards the Kiwanis Splash Pad.

Voting Aye: All

Motion Carried

**ROAD CLOSURES FOR DOC MOONLIGHT GRAHAM DAYS/ALL CLASS REUNION**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve road closures for the Doc Moonlight Days/All Class Reunion.

Voting Aye: All

Motion Carried

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**GAMBLING PERMIT FOR ST. JOSEPH'S CATHOLIC CHURCH RAFFLE**

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to approve the gambling permit for St. Joseph's Catholic Church Raffle on October 15, 2022.

Voting Aye: All

Motion Carried

**TEMPORARY LIQUOR LICENSE FOR ST. BASIL SERBIAN ORTHODOX CHURCH**

Moved by Councilor Vake and supported by Councilor Halverson to approve a temporary liquor license for St. Basil Serbian Orthodox Church on July 23, 2022.

Voting Aye: All

Motion Carried

**TEMPORARY LIQUOR LICENSE AND CITY-WIDE FESTIVAL**

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to approve temporary liquor license for St. Louis County Fair and to declare a city-wide festival August 3, 2022 through August 7, 2022.

Voting Aye: All

Motion Carried

**BLIGHT AND LONG GRASS REMOVAL**

Moved by Councilor Vake and supported by Councilor Lantz to approve the city to cut the long grass at county owned lots and to notify and charge private owned lots if it has not been cut by the owner.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0722-67 LOTS 30, 31 AND 32 BLOCK TRANSFER (SABIN'S LOT)**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0722-67 to purchase Sabin's Lot (Lots 30, 31 and 32, Block 10, Chisholm 020-0010-03150) from St. Louis County for economic development purposes for the purchase price of \$9200.00.

Voting Aye: All

Motion Carried

**SAMANTHA SMART REQUEST TO PURCHASE VACANT ROW**

A discussion took place on the request from Samantha Smart to purchase a vacant ROW/Right of Way adjacent to her property at 804 Center Drive N.W. Designated as 8<sup>th</sup> St. N.W. No Motion was moved and no action was taken.

**123 LAKE STREET SEWER LATERAL REQUEST**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to pay fifty percent of the \$5200.00 sewer lateral repair estimate for 123 Lake Street per the City of Chisholm Policy for the repair of a sanitary sewer lateral line along West Lake Street between Central Avenue and 4<sup>th</sup> Avenue West.

Voting Aye: All

Motion Carried

**ADAM AND KIM LANTZ VARIENCE REQUEST**

Moved by Councilor Halverson and supported by Councilor Fountain to approve the variance request from Adam and Kim Lantz at 518-5<sup>th</sup> Street N.E.

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

Abstaining: Councilor Lantz

Motion Carried

**RESOLUTION NO. 0722-68 MASTER PARTNERSHIP AGREEMENT WITH MNDOT**

Moved by Councilor Vake and supported by Councilor Lantz to adopt Resolution No. 0722-68 to approve the Master Partnership Agreement with MNDOT for the 5-year period of July 2022 through June 2027.

Voting Aye: All

Motion Carried

**PAY APPLICATION # 1 FOR THE 2022 STREET REHABILITATION PROJECT**

Moved by Councilor Vake and supported by Councilor Lantz to pay the Pay Application # 1 request for the 2022 Street Rehabilitation Project in the amount of \$395,894.63 from city funds. The remaining amount of \$24,667.58 will come from EDA funds.

Voting Aye: All

Motion Carried

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**PAY APPLICATION #7 FOR 3<sup>RD</sup> ST. N.W. IMPROVEMENT PROJECT**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to pay the Pay Application #7 request for the 3<sup>rd</sup> St. N.W. Improvement Project.  
Voting Aye: Councilor Halverson, Fountain, Lantz, Mikkola-Rahja, and Mayor Champa  
Voting Nay: Councilor Vake  
Motion Carried

**RESOLUTION NO. 0722-69 ACCEPT DONATION IN HONOR OF ELSIE MATURI**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0722-69 to accept the donation to the library in honor of Elsie Maturi in the amount of \$185.00.  
Voting Aye: All  
Motion Carried

**RESOLUTION NO. 0722-70 ACCEPT DONATION IN HONOR OF SANDY NOVAK**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to adopt Resolution No. 0722-70 to accept the donation to the library in honor of Sandy Novak in the amount of \$50.00.  
Voting Aye: All  
Motion Carried

**RESOLUTION NO. 0722-71 APPOINTMENT OF 2022 ELECTION  
OFFICIALS AND JUDGES**

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to adopt Resolution No. 0722-71 to appoint election officials and judges for the 2022 Elections.  
Voting Aye: Councilors Halverson, Mikkola-Rahja, Vake and Mayor Champa  
Abstaining: Councilors Fountain and Lantz  
Motion Carried

**4<sup>TH</sup> QUARTER 2021 AND 1<sup>ST</sup> QUARTER 2022 REPORTS AND PRESENTATION**

Clerk-Treasurer Eileen Zah provided information on the status of revenues and expenses for the General and Enterprise Funds for 4<sup>th</sup> quarter 2021 and 1<sup>st</sup> quarter 2022.

**RESOLUTION NO. 0722-72 ACCEPT GRANT FOR NEW SCOREBOARD**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0722-72 to accept the \$3000.00 grant from the Saint Paul & Minnesota Foundation to use towards the purchase of a new scoreboard at the arena.  
Voting Aye: All  
Motion Carried

**APPROVE MIA VETERAN'S PARK IMPROVEMENTS**

Moved by Councilor Lantz and supported by Councilor Fountain to support the park improvements, provide 20 yards of class 5 fill and approve the transfer of the bucket to the Bruce Mine.  
Voting Aye: All  
Motion Carried

**REQUEST TO BEAUTIFY VACANT LOT 22 WEST LAKE STREET**

Moved by Councilor Fountain and supported by Councilor Vake to approve the improvements by the Chisholm Downtown Revitalization Committee for the vacant lot at 22 West Lake Street.  
Voting Aye: All  
Motion Carried

**SCHEDULE A SPECIAL MEETING TO CANVAS VOTES**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to hold a Special Meeting on August 11, 2022 at 5:00 p.m. to canvas votes.  
Voting Aye: All  
Motion Carried

**APPROVE 9<sup>TH</sup> ANNUAL SCHNORR MUDFEST, FISHING WITH THE VETS  
MINNESOTA**

Moved by Councilor Vake and supported by Councilor Lantz to support the 9<sup>th</sup> Annual Schnorr Mudfest on September 10, 2022 by having a city-wide festival including street closures, bridge closure, extending noise ordinance, Police and EMS services.  
Voting Aye: All  
Motion Carried

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**CHISHOLM COMMUNITY FOUNDATION ANNUAL GOLF SCRAMBLE**

Moved by Councilor Lantz and supported by Councilor Fountain to approve and support the Community Foundation Annual Golf Scramble by providing marketing and advertising dollars for lunches sponsored by the City of Chisholm up to \$1000.00.

Voting Aye: All Motion Carried

**DISCUSSION ABOUT THE 9 ½ STREET N.E. SPEED ZONE PETITION**

Moved by Councilor Halverson and supported by Councilor Lantz to order and put-up signs to reduce the speed limit when children are present on the streets surrounding the Vaughan Steffensrud School.

Voting Aye: All Motion Carried

**CHISHOLM AREA CHAMBER REQUEST TO USE FOOTBAL FIELD**

Moved by Councilor Lantz and supported by Councilor Vake to allow the use of the High School football field by the Chisholm Chamber of Commerce for the Bike MS: Ride Across Minnesota event to be used as a bike corral, the use of the campground showers and dumping station, and for an EMT staffed ambulance at the museum for roughly 6 hours when bicyclist return from their daily ride July 18 through July 20, 2022.

Voting Aye: All Motion Carried

**REQUEST FROM BARRET ZIEMER FOR JOINT MEETING AUGUST 15, 2022**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja for the Chisholm City Council to attend the Chisholm-Hibbing Airport Authority Hosted Joint Meeting with Chisholm and Hibbing City Councils on August 15, 2022 at 6:00 p.m.

Voting Aye: All Motion Carried

**REQUEST FOR OPEN BEER GARDENS AT THE ST. LOUIS COUNTY FAIR**

Moved by Councilor Mikkola-Rahja and supported by Councilor Fountain to decline the St. Louis County Fair's request to have open beer gardens at the St. Louis County Fair August 3 through 7, 2022.

Voting Aye: All Motion Carried

**POLICE COMMISSION CHARTER REQUEST**

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to not change the City of Chisholm Charter to allow Police Commission Members to work as a police officer as requested.

Voting Aye: All Motion Carried

**PARKS AND RECREATION BOARD MEMBER APPLICATION**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to appoint Shelley Valentini to the Parks and Recreation Board for the term ending February 2024.

Voting Aye: All Motion Carried

**ADJOURN REGULAR COUNCIL MEETING**

Moved by Councilor Fountain supported by Councilor Mikkola-Rahja to adjourn the regular meeting at 8:50 p.m.

Voting Aye: All Motion Carried

Attest:

/s/ John A. Champa, Mayor

/s/ Stephanie Skraba, Administrator