

**CHISHOLM CITY COUNCIL
REGULAR MEETING – JUNE 12, 2024**

Mayor Adam Lantz called the Regular Meeting to order at 5:30 p.m.

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

Absent: None

Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Building Official Mandy Galli, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, Library Supervisor Katie Christenson, Attorney Colleen Kosluchar, Confidential Administrative Assistant Susan Trunk, Dana Sorensen with Mesabi Community TV, and Robin Sellars for public participation.

ADOPT THE AGENDA

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to adopt the agenda with the additions of an update letter of progress from Adolfsen and Peterson Construction for the Public Safety Building, items under Councilor Vake; Juneteenth flags, a request for donation for the golf scramble, and request for donation for Bluestreaks. Changes include Public Works Lead Building/Maintenance/Parks position to be posted both internally and externally, include Resolution Number 0624-51 Approving Plans & Specs and Ordering Advertisement for bids to the approval of 2024 Street & Ally Reconditioning project, change the request to \$1,000,000.00 on Resolution Number 0624-48 Authorizing Application to IRRR Trails Grant Program, and to remove the VC3 quote for the Public Safety Building.

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

Voting Nay: None

Absent: None

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Robin Sellars presented a fundraiser for council approval. The community rock painting project fundraiser is called “Snake around the Lake” with proceeds going to the Chisholm Food Shelf.

REPORTS

Councilor Halverson reported that he attended a Park Board meeting, special meeting for the Mill & Overlay project, and Redhead committee and site reconnaissance with trail building consultant Erick Carlson.

Councilor Mikkola-Rahja did not have a report.

Councilor Fountain did not have a report.

Councilor Holewa reported that he attended the PUC meeting, Garden Club meeting, Chisholm Beautification Association meeting, EDA meeting, Hwy 73 Mill & Overlay informational meeting, and worked at the Redhead Mountain Bike races.

Councilor Vake reported that the Bluestreak Scramble is next Friday at Wolf Ridge and they are still looking for a few more teams. He attended a Chamber meeting this morning. The raffle tickets for the summer speed raffle just came out, there are 200 tickets and the drawing is held the 2nd week of August at Snickers.

Mayor Lantz reported that he attended an EDA meeting, that it is another exciting year as things are going to be progressing, they will hold a retreat to keep the 5 and 10-year plan fresh in their minds, and he hopes to have some excellent information soon, maybe in the next 6-9 months.

Mayor Lantz also attended the mill & overlay informational meeting. There will be an additional traffic and pedestrian study further off in the fall and possibly doing a trial run to see how it works and flows with intersections near and far to that area.

Ambulance Director Larson reported that summer activities have started. Chisholm Ambulance participated in Safety Town where both ambulances were there, along with approximately 70 kids. They were able to invite LifeLink this year. The kids waited on a school bus while the LifeLink helicopter was landed and then they were able to see it up close. Chisholm Ambulance also attended the bike race at Redhead Mountain Bike Park. Director Larson reminded everyone that when you see another service in your town, that it is a success of the mutual aid and intercept agreements, and that people are getting help in a timely manner.

Fire Chief Masucci was absent.

Police Chief Manner was absent.

City Building Official Galli did not have a report.

City Consultant Engineer Johnson reported that they had another status meeting for the Public Safety Building and provided the council with a written detailed report from Adolfsen and Peterson.

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Public Works Supervisor Folstad reported that they are transitioning from street sweeping to painting and hope to have Lake Street done by the 4th of July. Most of the summer staff just started last Monday so all the grass has been cut only once, but now it will go much quicker. The pothole crews are out and they are also taking care of some dead trees along the lake.

Parks/Trails/Recreation Director Maruska reported that a public survey has gone out for the Redhead Mountain Bike Park master plan. Its available on line and was pushed out via social media as well as the Redhead website. It is targeting local people and businesses. There were 333 racers at the Redhead race on June 2nd, which is more than the previous year. Feedback from the race is that it is very well executed. Kudos to IROC and all the volunteers that helped put that on, especially Briana Sterle who did an incredible job. Redhead will have a table at Youth Mental Health night held on June 20th at MDC. There will be lots of cool tables and bike events happening. Earlier on the day of June 20th, Kiwanis will be doing their grand opening for the splash pad. The Free Wheelers bike shed is in place and there is a new program coming to Redhead to get kids on bikes who would not be otherwise able to afford them. There was a soft trial run with two kids bringing their friends from Rock Ridge Mountain Bike team. Director Maruska gave a shoutout to the Library Supervisor Christenson for the garden she put together in front of the building. Summer Rec opens Monday at 8am, there are 100 kids signed up so far, the staff are incredible, and are at lifeguard training.

Library Supervisor reported that the summer reading program is underway, there are 163 kids and teens signed up busy reading and winning prizes. On June 26th there will be a comic stunt juggler at the library. At the end of May, there was a volunteer Hosta planting day, it went great and there was a huge turnout, approximately 80 people came, the new intern, Mackenzie did some rock painting with the kids, Robin showed up with Oliver, and it was a great day. There was over 50 Hostas planted and discussions revolved around how to use that space.

City Attorney Kosluchar did have a report but responded to Councilor Holewa's question about blight tickets. She will have Bryan update the council on any updates about blight.

Administrator/Interim Clerk Treasurer Skraba reported that the furniture was installed at the Public Safety Building, TVs and appliances were ordered today, and they are ready for the July 2nd open house.

APPROVE THE CONSENT AGENDA

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to Approve the Consent Agenda including the List of Bills, Communications, Meeting Minutes from the April 16, 2024 Local Board of Appeal and Equalization, the April 24, 2024 Reconvened Local Board of Appeal and Equalization, May 14, 2024 Working Session, May 22, 2024 Public Hearing, May 22, 2024 Regular Meeting, May 29, 2024 Special Meeting, payroll, and overtime.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0624-45 ACCEPT FUNDS FROM CHISHOLM COMMUNITY
FOUNDATION**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0624-45 Accept Funds from Chisholm Community Foundation in the amount of \$2,847.50 for the purchase of a trailer for the side by side Rescue 3.

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

Voting Nay: None

Absent: None

Motion Carried

CHISHOLM AMBULANCE REQUEST TO HIRE PARAMEDIC PATRICK FITZSIMMONS

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve the hiring of Patrick Fitzsimmons Paramedic for Chisholm Ambulance.

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

Voting Nay: None

Absent: None

Motion Carried

CHISHOLM AMBULANCE REQUEST TO HIRE PARAMEDIC ELIZABETH SMITH

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve the hiring of Elizabeth Smith Paramedic for Chisholm Ambulance.

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

Voting Nay: None

Absent: None

Motion Carried

**CHISHOLM CITY COUNCIL
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REQUEST TO PURCHASE RECLINERS FOR DAY ROOM BY CHISHOLM AMBULANCE

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the purchase of recliners for the day room by Chisholm Ambulance.

Voting Aye: Councilors Halverson and Mikkola-Rahja

Voting Nay: Councilor Fountain

Abstaining: Councilors Holewa, Vake, and Mayor Lantz

Absent: None

Motion Carried

TEMPORARY LIQUOR LICENSE FOR ST. BASIL SERBIAN ORTHODOX CHURCH

Moved by Councilor Holewa and supported by Councilor Vake to approve the temporary liquor license to St. Basil Serbian Orthodox Church.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 0624-46 GAMBLING PREMISE PERMIT FOR AMVETS POST 12

Moved by Councilor Vake and supported by Councilor Holewa to adopt Resolution Number 0624-46 Approving the Premises Permit License at Tommy's Bar by Amvets Post 12.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0624-47 AUTHORIZING THE PARCEL SPLIT OF PARCEL
CODE 020-0040-03420**

Moved by Councilor Fountain and supported by Councilor Halverson to adopt Resolution Number 0624-47 Authorizing the Parcel Split of Parcel Code 020-0040-03420 by Susan Lynn Krohn.

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

Voting Nay: None

Absent: None

Motion Carried

**PAY APPLICATION NUMBER 3 FOR THE 5TH STREET SOUTH IMPROVEMENT
PROJECT**

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to approve Pay Application Number 3 in the amount of \$138,418.83 to TNT Construction Group, LLC.

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

Voting Nay: None

Absent: None

Motion Carried

PAY APPLICATION NUMBER 15 FOR THE PUBLIC SAFETY BUILDING

Moved by Councilor Fountain and supported by Vake approve Pay Application Number 15 in the amount of \$655,848.46 to Adolfsen and Peterson Construction for the Public Safety Building.

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

Voting Nay: None

Absent: None

Motion Carried

**APPROVE THE INTERNAL AND EXTERNAL POST FOR THE LEAD
BUILDINGS/MAINTENANCE/PARKS POSITION**

Moved by Councilor Holewa and supported by Halverson to approve the internal and external post for Lead Buildings/Maintenance/Parks position.

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

Voting Nay: None

Absent: None

Motion Carried

**CONTRACT WITH FINELINE TRAILS LLC. FOR REDHEAD MOUNTAIN BIKE PARK
TRAIL CONSTRUCTION**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to approve the contract with Fineline Trails LLC. for Redhead Mountain Bike Park Trail Construction.

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

Voting Nay: None

Absent: None

Motion Carried

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**RESOLUTION NUMBER 0624-48 AUTHORIZING APPLICATION TO IRRR TRAIL
GRANT PROGRAM**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0624-48 Authorizing Application to IRRR Trail Grant Program in the amount of \$1,000,000.00 for improvements to the Redhead Mountain Bike Park and the Redhead Trailhead.
Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None
Absent: None

Motion Carried

**RESOLUTION NUMBER 0624-49 ACCEPT LIBRARY DONATION FROM THE UNITED
WAY OF NORTHEASTERN MINNESOTA**

Moved by Councilor Fountain and supported by Councilor Halverson to adopt Resolution Number 0624-49 Accept Library Donation from the United Way of Northeastern Minnesota in the amount of \$2,000.00.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None

Absent: None

Motion Carried

CONTRACT IT INTERCHANGE AGREEMENT

Moved by Councilor Halverson and supported by Councilor Holewa to approve the Interchange Agreement with IRRR to allow Markus Hoche to assist the city with IT related situations.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0624-51 APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS FOR THE 2024 STREET AND ALLEY
RECONDITIONING PROJECT**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0624-51 Approving Plans and Specifications and Ordering Advertisement for Bids for the 2024 Street and Alley Reconditioning Project. The Iron Man parking lot will be listed as an alternate.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None

Absent: None

Motion Carried

PURCHASE OF PARCEL 020-0010-09640

Moved by Councilor Holewa and supported by Councilor Vake to approve the purchase of Parcel 020-0010-09640 from Gerald Hoard for the appraised amount of \$6,200.00.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 0624-50 APPOINT DEVIN CEGLAR AS CITY CLERK-
TREASURER**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to adopt Resolution Number 0624-50 Appoint Devin Ceglar as City Clerk-Treasurer.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None

Absent: None

Motion Carried

LAND EXCHANGE AGREEMENT

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to approve the Land Exchange Agreement between the City of Chisholm, a Minnesota Municipal Corporation and Independent School District No. 695, Chisholm Public Schools.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, Holewa, Vake, and Mayor Lantz
Voting Nay: None

Absent: None

Motion Carried

**CHISHOLM CITY COUNCIL
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**FISCAL AGENT AGREEMENT FOR THE MINNESOTA DISCOVERY CENTER’S LCCMR
GRANT**

Moved by Councilor Vake and supported by Councilor Holewa to approve the agreement for the City of Chisholm to be the fiscal agent for the Minnesota Discovery Center’s LCCMR Grant.

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

Voting Nay: None

Absent: None

Motion Carried

COMMUNITY ART PROJECT AND FUNDRAISER FOR THE FOOD SHELF

Moved by Councilor Fountain and supported by Councilor Vake to approve the proposed community art fundraiser “Snake by the Lake” for the Chisholm Food Shelf by Robin Sellers.

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

Voting Nay: None

Absent: None

Motion Carried

JUNETEENTH FLAGS

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to approve a standing order of Juneteenth Flags on Lake Street. City staff will put them up and take them down.

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

Voting Nay: None

Absent: None

Motion Carried

ANNUAL CHISHOLM COMMUNITY FOUNDATION GOLF SCRAMBLE DONATION

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to approve a donation to the Annual Chisholm Community Foundation Golf Scramble in the amount of \$1,000.00 from the gambling funds for Advertising.

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

Voting Nay: None

Absent: None

Motion Carried

BLUESTREAK SCRAMBLE DONATION

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to approve a donation to the Bluestreak Scramble from the gambling fund in the amount of \$250.00.

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

Voting Nay: None

Abstaining: Councilor Vake

Absent: None

Motion Carried

MISCELLANEOUS

Mayor Lantz talked about peddler licenses for food trucks. Some communities have instituted it, as the food trucks do not pay property tax, have limited overhead and regulations as far as the city goes, and they are becoming more prevalent in the area. They were recently set up a half block away from a business that is paying \$8,000 in property tax, brings something into the community, and sponsors local t-ball teams. He suggested that the city look at some sort of peddler’s license for people that want to sell food inside of the community. The council thinks that it would be a good first step to have the attorney look into it.

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adjourn the regular meeting at 6:48 pm.

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

Voting Nay: None

Absent: None

Motion Carried

Attest:

Adam Lantz, Mayor

Stephanie Skraba, Administrator