

**CHISHOLM CITY COUNCIL
REGULAR MEETING – MARCH 13, 2019**

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 Tracy Campbell, Adam Lantz, April Larson, Travis Vake, Jim Varda, and Mayor John Champa
Absent: None
Also Present: Administrator Bill Manney, City Attorney Bryan Lindsay, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Trevor Thompson of SEH, Fire Chief Bob Brown, Library Supervisor Katie Christenson, Police Chief Vern Manner, and Administrative Assistant Gornick

ADOPT THE AGENDA

Moved by Councilor Campbell and supported by Councilor Varda to adopt the Agenda as presented.
Voting Aye: All Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Campbell attended the Police Commission meeting last Tuesday and gave an overview of the 4th quarter 2018 report. There were 986 total case incidents, 50 traffic citations were issued, 70 traffic warnings/released, 270 walk-in calls that were not incident case reported. She also reported on the officer shortage at the Police Department, Buhl parking citations that the Chisholm Police Department is now handling, the Police Department held a job recruitment in Alexandria. The Commission talked about Health & Wellness for Police Officer's and allowing them time to exercise during their shift. The traffic committee talked about stop signs by the Dollar General Store.

Councilor Lantz thanked Mark Riipinen for grooming the course for the Chamber Chilly Open event at the fairgrounds.

Councilor Larson attended the Library board meeting on March 12th, they discussed the Bylaws, the City Charter and elected officers, they also discussed the upcoming construction which will be taking place at the Library. The Library Board meetings are held every other month on every other Tuesday. The public is invited to attend the meetings. The adult winter reading program ends on March 15th. She thanked Library Supervisor Katie Christensen for the wonderful job she is doing at the Library. Community Education's spring flyer is out. They are offering swimming for adults and kids, potica making, Easter cookie making, Marshall Arts & self-defense classes. You can contact Community Education at (218) 254-1431 to sign up. Community Ed & Kids Plus will be hosting a snow tubing event at Giants Ridge on March 15th. She congratulated Miss Chisholm 2019 Cassidy Maki, and her court Princesses Emily Baraga & Jane Janezich and little Mr. Chisholm Karson Koski & little Miss Chisholm Aria Lappi. They were crowned at the Kiwanis Miss Chisholm Scholarship Pageant on March 6th at the Chisholm High School Auditorium.

Councilor Vake reported the Chisholm Chamber held their Chilly Open event last weekend and Executive Director Shannon Kishel-Roche thanked the city crew for their help with removing the snow. The Chamber has moved their office into their new location in the front of the Sertich Plumbing building. A big thank you to Jim's & NHS for their help with the move. The Chamber is working on the Escape Rooms and the Pub Crawl which will be held during Doc Moonlight Graham Days.

Councilor Varda attended the Fire Department meeting on March 6th and reported they had 5 calls so far this month, 10 calls in February and 26 calls year to date. Chris Masucci has been with the Fire Department for 15 years, Paul Brown and Adam Lantz have been with the Fire Department for 2 years. Youth soccer registration has begun for Hibbing Chisholm soccer, they practice in Chisholm and games are held at the Vic Power Park in Hibbing. The Recreation Department is hiring summer help, applicants must be at least 16 years old by June 1st.

Mayor Champa attended the HRA board meeting and reported the HRA is currently meeting twice per month. The HRA board approved a new lease agreement for tenants and they are in discussion with architect Roger Saccoman regarding plans to rebuild the unit that was destroyed by fire so it can be available to rent in the near future. He also attended a presentation by Cleveland Cliffs CEO, Lourenco Goncalves at the MN Discovery Center and commended Mr. Goncalves for his expertise in the Mining Industry throughout the world and this area. He spoke about his desire to take control of the Essar Steel property. He also discussed pollution throughout the world and how the pollution that the mining industry creates in the United States and how it is handled responsibly and that the United States is not one of the polluters. He wished them the best with the Essar Steel project.

Consultant Engineer Jim Johnson reminded the council and the public of the informational meeting for the 13th St NW project which will be held on Wednesday, March 20, 2019 at 5:00 p.m. The Public Hearing for this project will be on Wednesday, March 27, 2019 at 5:00 p.m.

Library Supervisor Katie Christensen announced the Library has an app available for the public called Chilton that is a data base on the Arrowhead Library System website for vehicle service and repairs. It will allow the user to get labor estimates & look at pictures and visual aids for vehicle maintenance & repair procedures. It requires a Library card to access the app.

Recreation Director Tammy Nevalainen reported the skating rinks are closed for the season, they had 1,194 plus skaters and 1,379 last year, they were closed for nine days in January due to in climate weather & had a late start in December. The Recreation Department is accepting youth soccer registrations through March 25, 2019. They are advertising for summer recreation aides, applications are due by 4:00 p.m. on April 1, 2019. Applicants must be at least 16 years old by June 1, 2019.

Administrator Bill Manney reported the city crew was busy clearing catch basins throughout town in anticipation of the impending rainfall that is predicted in the next few days. He also talked about a situation that occurred with an employee from MnDOT that was working on a water issue with a #2 shovel near the former Iron Kettle Restaurant. The Chisholm Police Department contacted the Public Works crew and they provided the MnDOT employee with assistance and front-end loader. MnDOT will assist the city crew with some of their needs in the future.

ACCEPT THE CONSENT AGENDA

Moved by Councilor Vake and supported by Councilor Lantz to accept the Consent Agenda, including the List of Bills, Minutes of the previous February 27, 2019 Regular Meeting, Payroll and Overtime.
Voting Aye: All Motion Carried

**CHISHOLM CITY COUNCIL
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(Continued)**

RESOLUTION NO. 0319-31 MATCHING FUNDS
FOR MN DEPARTMENT OF EDUCATION LIBRARY CONSTRUCTION GRANT

Moved by Councilor Larson and supported by Councilor Varda to adopt Resolution No. 0319-31 to authorize the City Administrator and Mayor to secure and commit matching funds in the amount of \$40,656.28 for the MN Department of Education Library Construction Grant which was applied for and accepted. The matching funds are committed to the construction projects outlined in the grant application.

Voting Aye: All

Motion Carried

JOB DESCRIPTION FOR LIBRARY INTERN

Moved by Councilor Larson and supported by Councilor Campbell to approve the job description for the Library Intern. After discussion, Councilor Campbell and Councilor Larson amended the motion and support to change the range of pay in the Library Intern's job description to \$10.00 - \$12.00 per hour based on qualifications.

Voting Aye: All

Motion Carried

ADVERTISE FOR AND HIRE LIBRARY INTERN

Moved by Councilor Larson and supported by Councilor Campbell to authorize the Library Supervisor to advertise for and appoint a Library Intern at a range of \$10.00 - \$12.00 per hour based on qualifications.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0319-32 APPOINT EILEEN A. ZAH AS DEPUTY CLERK/TREASURER/ACCOUNTANT

Moved by Councilor Campbell and supported by Councilor Vake to adopt Resolution No. 0319-32 to appoint Eileen A. Zah to serve as Deputy Clerk/Treasurer/Accountant contingent upon completing the pre-employment requirements.

Voting Aye: All

Motion Carried

MEN'S & WOMEN'S SOFTBALL LEAGUE

Moved by Councilor Varda and supported by Councilor Campbell to grant the request of Council Member and League Manager, Travis Vake to allow the Recreation Director to offer slow pitch men's & women's league softball during the summer months beginning the first week in June and running through the third weekend in August. The request is to allow the league to host tournaments throughout the summer months for both men & women as well as a co-ed tournament. Each team will be required to sign waiver forms which will be provided by the Recreation Director to play in the league.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0319-33 DECLARE FIRE DEPARTMENT TOWN OUT GEAR SURPLUS EQUIPMENT

Moved by Councilor Lantz and supported by Councilor Larson to adopt Resolution No. 0319-33 to declare fire department turnout gear consisting of nine (9) pants, nine (9) jackets, one (1) helmet and one (1) pair of boots as surplus equipment and to donate the gear to a third world country.

Voting Aye: All

Motion Carried

RANGE ASSOCIATION OF MUNICIPALITIES & SCHOOLS (RAMS)

This was an informational item only.

A T & T PROPOSAL FOR I PADS FOR COUNCIL MEMBERS

Moved by Councilor Campbell and supported by Councilor Lantz to authorize payment of \$2,159.94 plus a monthly fee of \$30.00 for the 4GB Plan base rate and \$10.00 per month per iPad to A T & T for the purchase of six (6) iPads to be used by the City Council Members.

Voting Aye: All

Motion Carried

QUOTES FOR YELLOW REFUSE BAGS

Moved by Councilor Campbell and supported by Councilor Vake to authorize payment of \$6,986.79 to Dalco Enterprises, Inc. of Hibbing, MN for the purchase of 100 cases of 30 gallon and 200 cases of 15 gallon refuse bags.

Voting Aye: Councilors Campbell, Lantz, Vake, Varda and Mayor Champa

Voting No: Councilor Larson

Motion Carried

H R GREEN, INC. AMENDMENT NO. 4 FOR GIS SYSTEM UPDATES

Moved by Councilor Campbell and supported by Councilor Lantz to authorize payment of \$1,500.00 for the annual service fee and up to \$5,000.00 for Geographic Information System (GIS) mapping for the year 2019 to H.R. Green, Inc. per Professional Services Agreement Amendment No. 4.

Voting Aye: All

Motion Carried

JOB DESCRIPTION FOR CASUAL, SEASONAL LABORERS

Moved by Councilor Campbell and supported by Councilor Larson to approve the job description for casual, seasonal laborers with a change to the rate of pay to be a range of \$10.00 - \$12.00 per hour depending on qualifications.

Voting Aye: All

Motion Carried

ADVERTISE FOR AND HIRE UP TO SIXTEEN (16) CASUAL, SEASONAL LABORERS

Moved by Councilor Campbell and supported by Councilor Vake to advertise for and hire up to sixteen (16) casual, seasonal laborers.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL
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(Continued)**

KIDS PLUS REQUEST FOR WATERSKI SHOW ON LONGYEAR LAKE AND 5K

Moved by Councilor Lantz and supported by Councilor Varda to grant the request of Kids Plus to hold the 2nd annual Waterski Show on Longyear Lake on Saturday, August 3, 2019 at 2:00 p.m. in conjunction with the 8th annual Longyear Lake 5K which will be held at 9:00 a.m. The request includes the City to provide barricades and street closures from 7:00 a.m. until 3:30 p.m.

Voting Aye: All

Motion Carried

SCHEDULE WORKING SESSION

Moved by Councilor Campbell and supported by Councilor Lantz to schedule a working session for Thursday, March 21, 2019 at 6:00 p.m. in the council chambers of City Hall to discuss agenda items for the March 25, 2019 joint meeting with the school board; the Public Safety Building; Yellow Refuse bags; the Comprehensive Plan and the proposed Landlord Ordinance.

Voting Aye: All

Motion Carried

GAMBLING PERMIT FOR KNIGHTS OF COLUMBUS

Moved by Councilor Varda and supported by Councilor Vake to approve the gambling permit for the Knights of Columbus #3539 for a bingo event to be held on May 4, 2019 at St. Joseph's Catholic Church.

Voting Aye: All

Motion Carried

ACCEPT RESIGNATION LETTER FROM EDA BOARD MEMBER TIM LARSON

Moved by Councilor Varda and supported by Councilor Lantz to accept the resignation letter from EDA board member Tim Larson effective February 28, 2019.

Voting Aye: All

Motion Carried

ACCEPT RESIGNATION LETTER FROM EDA BOARD MEMBER LARRY KILLIEN

Moved by Councilor Lantz and supported by Councilor Vake to accept the resignation letter from EDA board member Larry Killien effective March 6, 2019.

Voting Aye: All

Motion Carried

APPOINT REBECCA THOMPSON TO THE ECONOMIC DEVELOPMENT ASSOCIATION (EDA) BOARD

Moved by Councilor Campbell and supported by Councilor Vake to appoint Rebecca Thompson to the EDA board to fill the remaining 4 year 10 month term left vacant by former EDA board member Tim Larson.

Voting Aye: All

Motion Carried

APPOINT SHELLY LAPPI TO THE ECONOMIC DEVELOPMENT ASSOCIATION (EDA) BOARD

Moved by Councilor Campbell and supported by Councilor Larson to appoint Shelly Lappi to the EDA board to fill the remaining 10 month term left vacant by former EDA board member Larry Killien.

Voting Aye: All

Motion Carried

APPOINT OLIVER PUTKONEN TO THE PARKS & RECREATION BOARD

Moved by Councilor Varda and supported by Councilor Vake to appoint Oliver Putkonen to the Parks & Recreation board to fill the remaining 10 month term left vacant by former Parks & Recreation board member Jeffrey Hancock.

Voting Aye: Council Members Lantz, Vake, Varda & Mayor Champa

Voting No: Council Members Campbell & Larson

Motion Carried

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Campbell and supported by Councilor Larson to adjourn the Regular Council meeting at 6:41 p.m.

/s/ John A. Champa
Mayor

Attest:

/s/ William Manney
City Clerk-Treasurer/Administrator