

**CHISHOLM CITY COUNCIL
REGULAR MEETING – MARCH 23, 2022**

CALL TO ORDER

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

ROLL CALL

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

Absent: Council Member April Fountain

Also present: Administrator Stephanie Skraba, Clerk-Treasurer Eileen Zah, Attorney Colleen Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Administrative Assistant Margaret Gornick, Marie Tolonen with the Chisholm Tribune Press, and Steve Rahkola with Mesabi Community TV

ADOPT THE AGENDA

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt the agenda with one deletion: Resolution No. 0322-41 Apply for Grant Funds from IRRR for 2022 Chisholm Community Building Improvement Projects.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Lantz attended the Planning and Zoning meeting where they discussed the short term rental ordinance.

Councilor Vake reported the Kiwanis Splash Pad contest went very well and the Chisholm Kiwanis finished in second place. The judges will choose now.

Mayor Champa reported the city was awarded \$3.5 million dollars for the Public Safety Building. He thanked Administrator Skraba for completing the application. He gave an overview of the thaw policy. There is an HRA item on the agenda. Commissioner Jugovich helped the HRA secure funding. They continue to work with the IRRR for matching funds. Detroit Diesel is looking to expand. This is their 2nd expansion. An email went out to everyone regarding airports that are losing their essential air service. The cost of air fare at the Range Regional Airport increased by 57%.

Consultant Engineer Jim Johnson reported bids are due for the mill and overlay project in two weeks at 10:00 a.m. and the library tuckpointing project bids are due the same day at 2:00 p.m. Public Works Supervisor Larry Folstad reported they did not plow today. With the warm weather predicted for tomorrow, he did not feel there was a need. Water has been running on the roofs, they have been patching the roofs. They started early with the geese deterrent and put one of the beacons on the lake. The campground phone has been ringing off the hook.

Clerk-Treasurer Eileen Zah warned everyone about the potential threat of cyber-attacks. We have the multi factor authenticity in place. She asked everyone to take precautions on possible phishing scams.

Administrator Skraba thanked Senators Amy Klobuchar and Tina Smith for the \$3.5 million of Congressional spending dollars that was awarded to the city for the Public Safety Building project. She is actively seeking more funding for this project. The Redhead Mountain Bike Park events are being scheduled.

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 March 9, 2022 (with corrections), Regular Meeting, Payroll and Overtime

Voting Aye: All

Motion Carried

JOB DESCRIPTION FOR COMMUNITY SERVICE OFFICER

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to approve the job description for the Community Service Officer with corrections.

Voting Aye: All

Motion Carried

HONEYWELL SERVICE AGREEMENT

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve the service agreement with Honeywell.

Voting Aye: All

Motion Carried

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HONEYWELL UPGRADE AGREEMENT

Moved by Councilor Lantz and supported by Councilor Halverson to approve the upgrade agreement with Honeywell for the amount of \$19,288.56.

Voting Aye: All

Motion Carried

LAWRENCE FOLSTAD VARIANCE APPLICATION

Moved by Councilor Vake and supported by Councilor Mikkola-Raha to approve the variance application for Lawrence Folstad at 129 9 ½ Street NW. The variance is for a 4 foot setback on the corner lot and a 10 foot setback on the back. He also requested a 12 foot wall height for the garage.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0322-37 APPLY FOR GRANT FUNDS FROM IRRR FOR
2022 STREET, UTILITY & COMMUNITY BUILDINGS IMPROVEMENT PROJECTS**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0322-37 to direct the City Administrator to apply for an IRRR grant in the amount of \$500,000.00 for the 2022 Street, Utility and Community Buildings Improvement Projects.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0322-38 ACCEPT FEASIBILITY REPORT AND CALL FOR PUBLIC
HEARING FOR 5TH STREET SE INFRASTRUCTURE IMPROVEMENT PROJECT**

Moved by Councilor Halverson and supported by Councilor Vake to adopt Resolution No. 0322-38 to accept the feasibility report and to call for a Public Hearing on April 27, 2022 at 5:00 p.m. at City Hall for the 5th Street SE Infrastructure Improvement project.

Voting Aye: All

Motion Carried

SOIL BORINGS FOR 5TH STREET SE INFRASTRUCTURE IMPROVEMENT PROJECT

Moved by Councilor Lantz and supported by Councilor Halverson to approve the proposal from Braun Intertec for the amount of \$3,810.00 for the 5th Street SE Infrastructure Improvement project.

Voting Aye: All

Motion Carried

JOB DESCRIPTION FOR SEASONAL CASUAL WORKERS

Moved by Councilor Vake and supported by Councilor Lantz to approve the job description for the seasonal casual workers.

Voting Aye: All

Motion Carried

ADVERTISE FOR SEASONAL CASUAL WORKERS

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to advertise for the seasonal casual worker positions.

Voting Aye: All

Motion Carried

SALT SHED

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve the quote from Greystone Construction of Shakopee, MN for the amount of \$113,925.00 for the salt shed.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0322-44 THAWING FROZEN WATER LINES & WAIVER

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution No. 0322-44 to approve the Frozen Water Line Thawing Policy and to accept the waiver.

Voting Aye: All

Motion Carried

APPOINT FIREFIGHTERS

Moved by Councilor Lantz and supported by Councilor Vake to appoint Heather Pulkinen, Gary Milton, Shay Temple and David Hammer to serve as firefighters.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0322-39 REESTABLISHING UNCHANGED PRECINCTS AND POLLING
PLACES**

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to adopt Resolution No. 0322-39 to reestablish the Chisholm Sports Arena Complex, 600 1st Street NW, as the designated polling place for this precinct.

Voting Aye: All

Motion Carried

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RESOLUTION NO. 0322-40 APPLY FOR GRANT FUNDS FROM DOC OWENS FOUNDATION THROUGH THE CHISHOLM COMMUNITY FOUNDATION FOR SCOREBOARD FOR ARENA

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0322-40 to authorize the City Administrator to apply for grant funds in the amount of \$2000.00 from the Doc Owens Foundation through the Chisholm Community Foundation for a scoreboard for the arena.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0322-42 APPLY FOR CULTURE AND TOURISM GRANT FOR THE FIELDHOUSE

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0322-42 to authorize the City Administrator to apply for a Culture and Tourism grant in the amount of up to \$20,000.00 for the fieldhouse.

Voting Aye: All

Motion Carried

ASSIGNMENT OF GROUND LEASE AGREEMENT FOR FAIRGROUNDS

Moved by Councilor Lantz and supported by Councilor Vake to appoint the City of Chisholm as the administrator and to accept the ground lease agreement for the fairgrounds.

Voting Aye: All

Motion Carried

LAPTOP PURCHASE WITH AMERICAN RESCUE ACT FUNDS

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to approve the purchase of five (5) laptops for the amount of \$6,700.00 and two (2) tough books for the amount of \$1880.00 with the use of American Rescue Act funds.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0322-43 DECLARE A NEED FOR ST LOUIS COUNTY TO PROVIDE FUNDING TO CHISHOLM HOUSING AND REDEVELOPMENT AUTHORITY

Moved by Councilor Halverson and supported by Councilor Lantz to adopt Resolution No. 0322-43 to declare a need for St. Louis County to provide funding in the amount of \$135,000.00 for the Chisholm Housing & Redevelopment Authority to be used for the Mapleview Apartment project.

Voting Aye: All

Motion Carried

ACCEPT RETIREMENT LETTER FROM MARGARET GORNICK

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to accept the retirement letter from Margaret Gornick effective June 1, 2022.

Voting Aye: All

Motion Carried

ACCEPT RETIREMENT LETTER FROM TAMARA NEVALAINEN

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to accept the retirement letter from Tamara Nevalainen effective May 31, 2022.

Voting Aye: All

Motion Carried

MISCELLANEOUS

1) Mayor Champa would like to discuss fishing boats in the mine pit.

ADJOURN MEETING

Moved by Councilor Lantz supported by Councilor Vake to adjourn the regular meeting at 6:51 p.m.

Voting Aye: All

Motion Carried

Attest:

/s/ John A. Champa,
Mayor

/s/ Stephanie Skraba,
Administrator