

**CHISHOLM CITY COUNCIL
REGULAR MEETING– MARCH 27, 2024**

CALL TO ORDER

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

ROLL CALL

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

Appearing by Zoom for Medical Reasons: Councilor April Fountain

Absent: Councilor Travis Vake

Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Fire Chief Chris Masucci, Police Chief Vern Manner, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, Attorney Colleen Kosluchar, Clerk-Treasurer Eileen Zah, Confidential Administrative Assistant Susan Trunk, Bob Streetar from Streetar Consulting, Josh and Jessica Martin from Martin Motors, Donna Rahkola with Mesabi Community TV.

ADOPT THE AGENDA

Moved by Councilor Holewa and supported by Councilor Halverson to adopt the agenda with the following addition: schedule a Special Meeting for the April 16, 2024 Local Board of Appeals & Equalization under Mayor Lantz.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Josh and Jessica Martin from Martin Motors provided council with information about their request for a city-wide festival on June 29, 2024 for a car show event, the success they had last year, the expanded venue this year, and clarified what streets they need to have blocked off.

REPORTS

Councilor Halverson reported that he attended a couple of Redhead meetings and site visits.

Councilor Mikkola-Rahja did not have a report

Councilor Fountain reported that she missed everyone and she is at home recovering from spinal surgery and will give a more formal report once she is in person.

Councilor Holewa reported that he attended the Public Utilities meeting and the Safety Committee meeting.

Councilor Vake was absent.

Mayor Lantz reported that he met with Congressman Stauber and spoke to him about infrastructure projects and the money that is out there and hoping they can help.

Ambulance Director Larson reported that Ambulance 3 is still on schedule for September, they are starting to get deliveries such as the cot. They have been approved for a part time ALS license and will now have paramedics on duty. They already busy using the service. Two staff have moved up to EMT status.

Fire Chief Masucci reported that they have had 43 calls the first quarter, including a grass fire in February. The department attended a training with the DNR in French Township and Virginia for Life Link safety training along with other departments. The third weekend of April they will do the training for the ladder truck. Mn FIRE will be up to do some mental health and emotional wellness training for the department next month.

Police Chief Manner did not have a report.

City Building Official Galli did not have a report.

City Consultant Engineer Johnson did not have a report.

Public Works Supervisor reported that winter is back and should be a nice slow melt. Gage Leustek has resigned. Supervisor Folstad expressed his thanks for all of his hard work.

Parks/Trails/Recreation Director Maruska did not have a report.

Library Supervisor was absent.

City Attorney did not have a report.

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Clerk-Treasurer Zah reported that the enterprise entities up front at the utilities desk have a new credit card machine that ensures city compliance with the payment card industry that manage card holder data and reduces fraud. They will soon be able to email billing statements to enterprise customers and customers will be able to produce their own billing statement. She has met with Jim and is working on a PFA loan application where there are several financial components that they will be working on in regards to the 5th street project. She has talked with Stephanie about the Public Safety Building costs to date, and will meet tomorrow to discuss the expenses that they have. They have submitted 3 reimbursement applications to the state totaling just under 2.7 million, and that the city was awarded 3 million and 1.9 million in two separate grants. City hall is currently live with CTC fiber internet and the library phones have been installed. On the financial statement going forward, she will be taking a different approach by reporting the inflows and outflows of cash.

Administrator Skraba thanked the IRRR staff and Board Members for approving the 1 million dollars for the arena curling club, which gets the city closer to fulfilling that requirement. There is also money in the bonding bill for that facility. The hope is to start the project in March of 2025. They also received \$500,000.00 for Wenton addition infrastructure from the IRRR. There is additional bonding request for that too. Chisholm has been chosen as one of three cities for a pilot program by AEOA and IRRR looking at tax forfeited properties to get them back up and able to sell.

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 March 13, 2024 Regular Meeting, payroll, and overtime.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

**RESOLUTION NUMBER 0324-30 MAKE APPLICATION TO CHISHOLM COMMUNITY
FOUNDATION GRANT PROGRAM**

Moved by Councilor Fountain and supported by Councilor Halverson to adopt Resolution Number 0324-30 to Make Application to Chisholm Community Foundation Grant Program for a Side-by-side trailer for Rescue # 3 for up to \$2975.00.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

APPROVE WATER, SEWER, UTILITY POSITION JOB DESCRIPTION

Moved by Councilor Mikkola-Rahja and supported by Councilor Holewa to approve the Water, Sewer, Utility Job Description.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

POST INTERNALLY AND EXTERNALLY FOR WATER, SEWER, UTILITY POSITION

Moved by Councilor Mikkola-Rahja and supported by Councilor Halverson to approve the posting of the Water, Sewer, Utility Position for 7 days internally, then post externally if there are no internal applicants.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

APPOINT WATER, SEWER, UTILITY POSITION HIRING COMMITTEE

Moved by Councilor Halverson and supported by Councilor Holewa to appoint Administrator Skraba, Building/Zoning Official Galli, and Public Works Supervisor Folstad as the hiring committee for the Water, Sewer, Utility Position.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

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LETTER TO PFA TO REQUEST USE OF REPLACEMENT FUND DOLLARS

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to approve the request letter Minnesota Public Facilities Authority (PFA) to use replacement fund dollars.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

**RESOLUTION NUMBER 0324-31 ACCEPT GRANT FUNDS FROM IRRR CULTURE AND
TOURISM GRANT PROGRAM**

Moved by Councilor Halverson and supported by Councilor Fountain to adopt Resolution Number 0324-31 Accept Grant funds from IRRR Culture and Tourism Grant program for playground improvements, specifically new surfacing, and equipment to make the playground safe and accessible in the amount of \$25,000.00.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

**RESOLUTION NUMBER 0324-32 ACCEPT GRANT FUNDS FROM MINNESOTA DNR NO
CHILD LEFT INSIDE GRANT PROGRAM**

Moved by Councilor Mikkola-Rahja and supported by Holewa to adopt Resolution Number 0324-32 Accept Funds from Minnesota DNR No Child Left Inside Grant Program for shed, bikes and gear to be kept at Redhead Mountain Bike Park in the amount of \$15,670.00.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

PRESENTATION ON HOUSING INFILL LOTS BY BOB STREETAR

Bob Streetar presented small lot infill initiative for the City of Chisholm. He identified where there are vacant lots with in the city and goals for the city to pursue such as policies, studies, and partnerships. Mr. Streetar provided analysis of the vacant parcels, their acreage, which are residential lots, and provided home type examples. This was informational only.

CITY WIDE FESTIVAL REQUEST FOR CAR SHOW FROM MARTIN MOTORS

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to approve a City-Wide Festival on June 29, 2024 from 10:00 am to 6:00 pm for the Martin Motors Car Show.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

**CITY WIDE FESTIVAL REQUEST FOR DOC MOONLIGHT GRAHAM DAYS BEER
TASTING FUNDRAISER**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the City-Wide Festival on April 19, 2024 for the Doc Moonlight Graham Days Beer tasting fundraiser.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

**SCHEDULE A SPECIAL MEETING FOR LOCAL BOARD OF APPEAL AND
EQUALIZATION**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to schedule a Special Meeting on April 16, 2024 at 4:00 pm for the Local Board of Appeal and Equalization.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and
Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Holewa and supported by Councilor Halverson to adjourn the meeting at 6:30 pm

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain (via Zoom) Holewa, and Mayor Lantz

Voting Nay: None

Absent: Councilor Vake

Motion Carried

Attest:

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator