

**CHISHOLM CITY COUNCIL
REGULAR MEETING – MARCH 9, 2022**

CALL TO ORDER

Mayor Champa called the City Council Meeting to order in the City Hall Council Chambers at 5:38 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, City Attorney Bryan Lindsay, Attorney Colleen Kosluchar, Ambulance Director Jess Davis, Fire Chief Chris Masucci, Police Chief Vern Manner, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Recreation Director Tammy Nevalainen, Library Supervisor Katie Christenson, Administrative Assistant Margaret Gornick, Marie Tolonen with the Chisholm Tribune Press, Steve Rahkola with Mesabi Community TV, and Michelle Lampton

ADOPT THE AGENDA

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt the agenda with additions: 1) All Class Reunion Request; 2) Local Board of Appeals & Equalization Meeting and 3) Resolution No. 0322-36 Conduit Bond Financing for St. Francis Health Services.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Halverson attended the Recreation board meeting last week.

Councilor Lantz congratulated Fire Chief Chris Masucci on his eighteen years of service. He also acknowledged Paul Brown's five years of service with the Fire Department.

Councilor Vake attended a Chisholm Community Foundation meeting. They will be doing a breakfast fundraiser at Jim's during the All Class Reunion. Kiwanis has a couple of events. Miss Chisholm is starting up in April. Chisholm is in first place for the splashpad grant. Please vote every day.

Mayor Champa acknowledged Senator David Tomassoni's retirement. He reported the Central Iron Range Sanitary Sewer District sent Senator Tomassoni a letter to thank him for his assistance on the CIRSSD. They purchased a new copy machine. The Housing and Redevelopment Authority continue to work with Commissioner Jugovich and the IRRR to obtain funding.

Fire Chief Chris Masucci reported they have had 32 runs through February. This is in line with their average calls. Firefighter Lantz and Lieutenant Olsen had a lead on a grant for some training and they put an application in and received it. It's an 80/20 reimbursement grant for hazmat training that they will be doing in May. He thanked them for doing the footwork and obtaining the grant. At the next council meeting the hiring committee will have their recommendations for hiring their new firefighters.

Police Chief Vern Manner reported one candidate passed their background check and they are waiting on the psychological results. He will have a name at the next council meeting.

Public Works Supervisor Larry Folstad reported the recent storm missed us. They are working on pushing back the alleys and wiping off the streets. They are dealing with frozen water lines. If people have any frozen water line concerns, please reach out to them as they are here to help. He ordered fuel before the price increase which resulted in a few thousand dollar's in savings. He is working on the salt shed with Mandy and Jim. Mayor Champa mentioned that when you have a really dry year, it results in the frost pushing down further. They city does not thaw the lines at this time. We are looking at getting a signed waiver put in place. We are working with the League of MN Cities on this.

Recreation Director Tammy Nevalainen announced the skating rink is closed for the season due to deteriorating ice conditions.

Clerk-Treasurer Eileen Zah reported she and the accountant, Misti Carpenter are working hard on creating a training program for our new Cleargov budgeting software program. She hopes to have all department heads trained by the end of March. She is incorporating project management principles in this particular project. She and Stephanie have scheduled weekly meetings to discuss financial matters. It serves as an opportunity to exchange information about fiscal issues impacting the city, how the city is performing in regards to the budget and planning for upcoming leads. Their first meeting yielded capital improvement schedules that were sent out to all of the department heads and they received feedback. She is looking forward to having these meetings.

ACCEPT THE CONSENT AGENDA

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to accept the Consent Agenda, including the List of Bills, Minutes of the previous February 26, 2022, Regular Meeting, Payroll and Overtime

Voting Aye: All

Motion Carried

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**RESOLUTION NO. 0322-33 APPROVE PLANS AND SPECS AND ORDER
ADVERTISEMENT FOR BIDS FOR STREET REHABILITATION PROJECT**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0322-33 to approve the plans and specs and order advertisement for bids for the street rehabilitation project.

Voting Aye: All

Motion Carried

GARBAGE RATES

This was an informational item at this time.

PARK AND RECREATION RENTAL POLICY

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the Park and Recreation Rental Policy with the addition of a release of liability form to be included.

Voting Aye: All

Motion Carried

HIBBING SCHOOL DISTRICT REQUEST FOR TRACK

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to grant the request of the Hibbing School District to allow them use of the track.

Voting Aye: All

Motion Carried

JOB DESCRIPTION FOR LIBRARY INTERN

Moved by Councilor Mikkola-Rahja and supported by Councilor Vake to approve the job description for the Library Intern.

Voting Aye: All

Motion Carried

APPOINT HIRING COMMITTEE FOR LIBRARY INTERN

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to appoint Stephanie Skraba, Debbie Wangenstein and Michelle Perpich to serve on the hiring committee for the Library Intern.

Voting Aye: All

Motion Carried

ADVERTISE FOR LIBRARY INTERN

Moved by Councilor Vake and supported by Councilor Lantz to advertise for the library intern position.

Voting Aye: All

Motion Carried

LIBRARY TUCK POINT DRAWINGS AND SPECIFICATIONS

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the tuck point drawings and specifications for the library with some clarifications.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0322-36 CONDUIT BOND FINANCING FOR ST. FRANCIS HEALTH
SERVICES**

Moved by Councilor Lantz and supported by Councilor Vake to adopt Resolution No. 0322-36 to appoint the City of Chisholm to act as host/conduit for the bond funding being pursued as part of the St. Francis Health Services Chisholm facility upgrade and expansion.

Voting Aye: All

Motion Carried

LOCAL BOARD OF APPEALS AND EQUALIZATION MEETING

Moved by Councilor Vake and supported by Councilor Lantz to schedule the Local Board of Appeals and Equalization meeting for Tuesday, April 19, 2022 at 4:00 p.m. in the Chisholm City Council Chambers.

Voting Aye: All

Motion Carried

RESOLUTION NO. 0322-35 EXTEND COVID EMPLOYEE LEAVE

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt Resolution No. 0322-35 to extend the COVID employee leave through May 31, 2022 and to change the length of the leave from 80 hours to 40 hours.

Voting Aye: All

Motion Carried

CONTROLLED SUBSTANCE AND ALCOHOL TESTING POLICY

No action taken.

HARASSMENT POLICY

No action taken.

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TECHNOLOGY ACCEPTABLE USE POLICY

No action taken.

APPLICATION FROM JESSICA MARTIN FOR THE LIBRARY BOARD

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to appoint Jessica Martin to serve on the Library Board.

Voting Aye: All

Motion Carried

APPLICATION FROM ANNA HEMPHILL FOR THE LIBRARY BOARD

Moved by Councilor Mikkola-Rahja and supported by Councilor Lantz to appoint Anna Hemphill to serve on the Library Board.

Voting Aye: All

Motion Carried

REQUEST FROM UNITED WAY FOR FOOTBALL FIELD FOR WALL THAT HEALS

Moved by Councilor Lantz and supported by Councilor Halverson to grant the request from the United Way of Northeastern Minnesota to host the Wall That Heals at the football field from June 21, 2022 – June 26, 2022.

Voting Aye: All

Motion Carried

REQUEST FROM ALL CLASS REUNION COMMITTEE

Moved by Councilor Mikkola- Rahja and supported by Councilor Vake to grant the request from the All Class Reunion Committee to coordinate events with the City of Chisholm.

Voting Aye: All

Motion Carried

RECESS TO CLOSED SESSION TO DEVELOP POSITION FOR PROPERTY ACQUISITION

Moved by Councilor Lantz and supported by Councilor Halverson to recess to closed session to develop a position for property acquisition.

Voting Aye: All

Motion Carried

ADJOURN CLOSED SESSION

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to adjourn the closed session.

Voting Aye: All

Motion Carried

RECONVENE REGULAR COUNCIL MEETING

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to reconvene the regular meeting.

Voting Aye: All

Motion Carried

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to authorize Administrator Stephanie Skraba to make an offer on the MLS #140060 property.

Voting Aye: All

Motion Carried

ADJOURN MEETING

Moved by Councilor Lantz supported by Councilor Mikkola-Rahja to adjourn the regular meeting at 7:45 p.m.

Voting Aye: All

Motion Carried

Attest:

/s/ John A. Champa,
Mayor

/s/ Stephanie Skraba,
Administrator