

**CHISHOLM CITY COUNCIL  
SPECIAL MEETING – NOVEMBER 16, 2022  
(RESCHEDULED REGULAR MEETING FROM NOVEMBER 9, 2022)**

**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 April Fountain, Marty Halverson, Adam Lantz, Cheyenne Mikkola-Rahja, Travis Vake and Mayor John A. Champa

Absent: None

Also Present: Administrator Stephanie Skraba, City Attorney Bryan Lindsay, City Ambulance Director/Emergency Manager Jess Davis, Police Chief Vern Manner, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridget Maruska, Library Supervisor Katie Christenson, Clerk-Treasurer Eileen Zah, Confidential Administrative Assistant Susan Trunk, Eric Tweten from Mesabi Community TV and Jessalyn Sabin

**ADOPT THE AGENDA**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt the agenda with Additions: Resolution No. 1122-99 Application to Apply for Regional Park/Trail Designation, 2) Resignation from Jessica Davis, Ambulance Director/Emergency Manager , 3) Memo of Understanding for Interim Ambulance Director, 4) Appoint Peyton Johnson as Interim Ambulance Director, 5) Job Posting for Ambulance Director/Emergency Manager, 6) Schedule a Special Meeting for 3<sup>rd</sup> Street Project , 7) Resolution No. 1122-100 Canvas Votes from November 8<sup>th</sup>, General Election. Deletions: 1) Remove Schedule a Special Meeting to Canvas Votes, 2) Remove Schedule a Joint Special Meeting with Balkan Township.

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

Voting Nay: None

Absent: None

Motion Carried

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC PARTICIPATION**

On behalf of the Downtown Revitalization Committee, Jessalyn Sabin provided information about the upcoming December 1<sup>st</sup> “Bringing Light to Chisholm” Community Event and requested a City-Wide Festival be declared.

**REPORTS**

Councilor Fountain wished everyone a Happy National Native American Indian Heritage Month and a Happy Thanksgiving. She reminded everyone about Chamber Bucks and that Jim’s is having a Thanksgiving Buffet dinner.

Councilor Halverson reported that he attended a Campground Meeting, Redhead Meeting and the joint meeting with Balkan Township.

Councilor Lantz reported that on November 4<sup>th</sup> he attended a meeting with St. Louis County commissioners, Mayor Champa, Administrator Skraba and Essentia Health to discuss the possibility of a new building located in Chisholm. The meeting ended with verbal lease confirmations from St. Louis County and Essentia. He would like to thank and congratulate Dillon Anderson for 10 years of service with the Fire Department. Councilor Lantz also thanked everyone that came out to vote on November 8<sup>th</sup>.

Councilor Mikkola-Rahja, no report.

Councilor Vake thanked everyone for passing the school referendum and believes that it is a great thing for the community. He pledges that they will make a heck of a project out of it. Councilor Vake also congratulated Councilor Lantz and Councilor Fountain on their victories and welcomed Jed Holewa. Councilor Vake will be headed to the state swimming tournament right after the meeting.

Mayor Champa reminded everyone that December 15<sup>th</sup> is the Ram’s Dinner. He will be meeting with the Heritage Manner Administrator to take a tour and view the concerns brought up in a previous council meeting. He congratulated Councilors Lantz and Fountain, Jed Holewa and thanked the other candidates that ran. He congratulated the passing of the school referendum, Senator Rob Farnsworth, Representative Dave Lislegard and thanked Julie Sandstede for her work with the city.

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Ambulance Director/Emergency Manager Davis thanked the council for the opportunity to work with everyone and gave credit to her current position as making it possible to move into her new position.

Fire Chief Masucci, absent.

Police Chief Manner, no report

Building/Zoning and Safety Director Galli, absent.

Consultant Engineer Johnson, no report.

Public Works Supervisor Folstad reported on the status of the water main break.

Parks/Trails and Recreation Director Maruska reported that they are now accepting applications for Ice Skating Rink Attendants. Minimum age is 16. It's time for Redhead to start preparing for Fat Bike riding and snowshoeing, so get ready for a fun winter season.

Library Supervisor Christenson, no report.

City Attorney Lindsay, no report.

Clerk-Treasurer Zah thanked Councilor Fountain for mentioning Native American Heritage Month. She recognized the Ojibway People who were here originally before Chisholm was a city and encourage all Native American Community Members to stop by and say hello or attend a council meeting. Clerk Treasurer said hello in her Tribal Navajo language "Ya'at'eeh". The General Election transpired last week and she was amazed how Kristi Castagneri lead the team and over saw the process. The write in votes needed to be counted and they were working until about 1:15 am. Clerk-Treasurer Zah has communicated with department heads to do one more round of budget amendments for 2023. A grant team has been established to discuss grants and collaborate efforts.

Administrator Skraba reported that there is an open position for Chisholm/Hibbing Airport Authority Director representing Chisholm, a seat on the Central Iron Range Sanitary Sewer District and there will be an additional opening on the Economic Development Authority. Open positions are posted on the city website. Administrator Skraba and Clerk-Treasurer Zah are working on the Public Safety Building contract with the construction manager and hope to bring it to council in early December.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Lantz and supported by Councilor Vake to Accept the Consent Agenda, including the List of Bills, Communications, Meeting Minutes from the October 24, 2022 Joint Special Meeting with Balkan Township, October 26, 2022 Regular Meeting Minutes, Payroll and overtime.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 1122-99 APPLY FOR REGIONAL PARK OR TRAIL  
DESIGNATION**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to adopt Resolution Number 1122-99 to apply for the Regional Park or Trail Designation Application in Greater Minnesota for Redhead Mountain Bike Park.

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

Voting Nay: None

Absent: None

Motion Carried

**FY 2022 BUDGET AMENDMENT NOTIFICATION FOR AREA DEPARTMENT**

Clerk-Treasurer Zah provided information on FY 2021 Budget Amendment Justification Narrative for the purchase of a new scoreboard.

**RESOLUTION NUMER 1122-96 FY 2023 ENTERPRISE BUDGETS**

Moved by Councilor Lantz and supported by Councilor Fountain to adopt Resolution No. 1022-96 FY 2023 Enterprise Budgets.

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

Voting Nay: None

Absent: None

Motion Carried

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**RESOLUTION NUMBER 1122-97 CDBG APPLICATION**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to Adopt Resolution Number 1122-97 to submit the Community Development Block Grant Application to St. Louis County.

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

Voting Nay: None

Absent: None

Motion Carried

**ACCEPT RESIGNATION FROM JESSICA DAVIS AMBULANCE  
DIRECTOR/EMERGENCY MANAGER**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to accept the resignation of Jessica Davis, Ambulance Director/Emergency Manager.

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

Voting Nay: None

Absent: None

Motion Carried

**MEMO OF UNDERSTANDING FOR THE INTERIM AMBULANCE DIRECTOR  
FOR MAPE CONTRACT**

Moved by Councilor Vake and supported by Councilor Lantz to approve the Memo of Understanding for the MAPE contract regarding the Interim Ambulance Director.

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

Voting Nay: None

Absent: None

Motion Carried

**APPOINT PEYTON JOHNSON AS INTERIM AMBULANCE DIRECTOR**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to appoint Peyton Johnson as Interim Ambulance Director.

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

Voting Nay: None

Absent: None

Motion Carried

**JOB POSTING FOR AMBULANCE DIRECTOR/EMERGENCY MANAGER**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to post for an Ambulance Director/Emergency Manager.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 1122-98 ACCEPT UTILITY RATE FEES FOR 1 YEAR-2023**

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution Number 1122-98 to Accept Utility Rate Fees for 1 year-2023

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

Voting Nay: None

Absent: None

Motion Carried

**SCHEDULE A SPECIAL MEETING TO DISCUSS 3<sup>RD</sup> STREET PROJECT**

Moved by Councilor Lantz and supported by Councilor Vake to schedule a Special Meeting to discuss the 3<sup>rd</sup> Street Project on November 30<sup>th</sup>, 2022 at 5:30 pm.

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

Voting Nay: None

Absent: None

Motion Carried

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**RESOLUTION NUMBER 1122-100 CANVASSING VOTES THE NOVEMBER 8, 2022  
MUNICIPAL ELECTION RETURNS AND DECLARING RESULTS**

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution Number 1122-100 canvassing votes from the November 8, 2022 municipal election returns and declaring results.

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

Voting Nay: None

Absent: None

Motion Carried

**BRINGING LIGHT TO CHISHOLM COMMUNITY FESTIVAL**

Moved by Councilor Lantz and supported by Councilor Fountain to approve a city-wide festival on December 1<sup>st</sup>, 2022 for the Bringing Light to Chisholm Community Festival.

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

Voting Nay: None

Absent: None

Motion Carried

**RECESS TO CLOSE SESSION**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to recess to a closed session at 6:17 pm in compliance with 13D.05 Sub 3 A to discuss the MAPE Contract.

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

Voting Nay: None

Absent: None

Motion Carried

**RECONVENE REGULAR MEETING**

The meeting was reconvened at 7:46 pm.

**ADJOURN REGULAR COUNCIL MEETING**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to adjourn the Regular Meeting at 7:46 pm.

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

Voting Nay: None

Absent: None

Motion Carried

Attest:

/s/ John A. Champa, Mayor

/s/ Stephanie Skraba, Administrator