

**CHISHOLM CITY COUNCIL
REGULAR MEETING – OCTOBER 11, 2017**

CALL TO ORDER

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

ROLL CALL

Present: Council Members Campbell, Rahja, Varda, Halverson, and Mayor T. Scaia
Absent: Council Member K. Scaia

Also Present: Interim Administrator Susan Schweiss, City Attorney Bryan Lindsay, Building Official Steve Erickson, Consultant Engineer Jim Johnson, Matt Reid with SEH, Police Chief Vern Manner & Administrative Assistant Margaret Gornick

ADOPT THE AGENDA

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

Chisholm Community Foundation (CCF) Board Member, Jeannie Quirk distributed information to the Council and gave an overview of the CCF's "Slide the City" waterslide fundraising event, which took place on August 5, 2017. She thanked the businesses/individuals that sponsored the event, Ambulance, Fire Department, Police Department, City staff and volunteers. CCF would like to hold this event again in 2018 with some possible changes to enhance the event such as having more than one slide. The cost is \$30,000 per slide, so it will depend on how much money can be raised and donated to the CCF to subsidize the event. 100 tickets were to the Chisholm Library for their reading program. Water, in-kind services and monetary donations from the City for the 2018 event will be addressed at a later date. The CCF has awarded \$1,124,000 in grants since 1998. The City of Chisholm has received more than \$353,000 in grants, \$92,000 in grants have been given to the Chisholm Beautification Association & \$23,000 to the Economic Development Authority. Moved by Councilor Varda and supported by Councilor Rahja to dedicate July 14, 2018 as "Slide the City Day".

REPORTS

Councilor Rahja reported she was on the phone a lot regarding City business.
Councilor Varda attended the Youth Center meeting and reported everything is going well. The new person hired for the Youth Center is being trained. The Youth Center Board will hold a Special meeting next month.
Councilor Halverson reported the Parks & Recreation Board meeting was cancelled due to lack of a quorum. He attended the St. Louis County Soil & Water Conservation District informational meeting on the study mandated by the MPCA. He is working with Honeywell on scoping and planning for projects, such as LED lighting, Security, Heating & Air Conditioning. They will meet next week with Susan Schweiss, Steve Erickson and council members for budgeting these items. He attended the PUC meeting this morning.
Mayor T. Scaia attended the Fire Department meeting and reported they had 17 calls in September, of which 10 were for Hibbing (although most of them were cancelled). He expressed condolences to the wife & family of Carold (Max) DeJarlais who recently passed away. He was a 16 year veteran with the Chisholm Police Department.
Consultant Engineer Jim Johnson reported the light fixture at the cemetery columbarium is up and operational. Steve Erickson will be inspecting it for code compliance.
Fire Chief Bob Brown reported the Fire Department is conducting training on Wednesday nights, a group photo will be staged tonight for an article in the paper, which will feature the Chisholm Volunteer Fire Department. They completed the annual ladder testing, flow testing and pump maintenance. They are working with the County & Mayor for permission to use abandoned houses for controlled training burns. They are also working with the county to schedule eight (8) training sessions for preschool children. The Chisholm Fire Department will be hosting Rapid Intervention training on October 29, 2017 from 8 am - 5 pm in the Armory parking lot both French & Buhl fire departments are invited along with his staff. The Fire Department is hiring (applications are available at City Hall). He will be attending the annual Fire Chief's Conference in Rochester. He thanked the council members for their work and meeting with Kraus Anderson to find a new building and location for the Fire Hall. He encouraged the public to make sure they have working carbon monoxide & UL approved smoke detectors and to test them frequently. The Fire Department does provide smoke detectors. The main cause of fires are heating (space heaters), cooking and open flame such as heating frozen pipes. They had 139 calls last year of which 36 were for Hibbing (although most were cancelled and they did not leave the building).

ACCEPT THE CONSENT AGENDA

Moved by Councilor Varda and supported by Councilor Halverson to accept the Consent Agenda, including the List of Bills, Communications, Minutes of the previous Special Work Session Meeting of September 6, 2017, the Regular Meeting of September 27, 2017, Payroll and Overtime.
Voting Aye: All Motion Carried

GAMBLING APPLICATION FOR AMERICAN LEGION POST 247

Moved by Councilor Campbell and supported by Councilor Rahja to approve the gambling application from the American Legion Post 247 for bingo events to be held on November 3rd, November 10th & November 17th, 2017 at the Chisholm Senior Center.
Voting Aye: All Motion Carried

CIGARETTE & TOBACCO LICENSE

Moved by Councilor Campbell and supported by Councilor Varda to approve the cigarette & tobacco license application from the Korner Store (currently CENEX station) located at 407 Lake West Street.
Voting Aye: All Motion Carried

**CHISHOLM CITY COUNCIL
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(Continued)**

**RECEIPT OF BID & AWARD OF CONTRACT FOR GRANULAR BACKFILL
FOR PUBLIC WORKS 2017 AGGREGATE NEEDS**

Moved by Councilor Varda and supported by Councilor Rahja to award the bid to John Rolle of Chisholm, MN for 1,000 cubic yards of granular backfill / pit run at the unit price of \$4.25 per cubic yard for a total amount of \$4,250 for Public Works 2017 aggregate needs. The supplier will furnish & load the material and city staff will haul it.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 1017-94 DECLARING COST TO BE ASSESSED ORDERING PREPARATION OF
PROPOSED ASSESSMENT, & SETTING HEARING ON PROPOSED ASSESSMENTS FOR THE 4TH
AVENUE SW IMPROVEMENT PROJECT**

Moved by Councilor Varda and supported by Councilor Halverson to adopt Resolution No. 1017-94 declaring cost to be assessed, ordering preparation of proposed assessments and to schedule a hearing for Wednesday, November 1, 2017 at 5:00 p.m. for the 4th Avenue SW Improvement Project.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 1017-95 DECLARING COST TO BE ASSESSED ORDERING PREPARATION OF
PROPOSED ASSESSMENT, & SETTING HEARING ON PROPOSED ASSESSMENTS FOR THE 11TH
STREET NW INFRASTRUCTURE REPLACEMENT PROJECT**

Moved by Councilor Varda and supported by Councilor Halverson to adopt Resolution No. 1017-95 declaring cost to be assessed, ordering preparation of proposed assessments and to schedule a hearing for Wednesday, November 8, 2017 at 5:00 p.m. for the 11th Street NW Infrastructure Replacement Project.

Voting Aye: All

Motion Carried

REQUEST FOR REVIEW OF 23 1ST STREET NW ZONING

Moved by Councilor Rahja and supported by Councilor Campbell to direct City Attorney Bryan Lindsay to review the property located at 23 1st Street NW and to bring his legal opinion for the property use pertaining to zoning back to the Planning & Zoning Commission for their recommendation to the Council.

Voting Aye: All

Motion Carried

KRAUS ANDERSON (KA) DEVELOPMENT AGREEMENT

Moved by Councilor Varda and supported by Councilor Halverson to approve the Kraus Anderson (KA) Development Agreement for a Public Safety Facility. The City of Chisholm desires to retain KA to develop the Property (to be determined) for the purposes of leasing back to the City, as a Build to Suit" which structure and terms shall be negotiated and be mutually agreed upon (the "Lease") by a date no later than December 1st, 2017. It is agreed that the lease shall abide in form, structure, and terms to the City of Chisholm's Charter and to the State of Minnesota State Statutes.

Voting Aye: All

Motion Carried

**JOB DESCRIPTION FOR LEAD BUILDING PARKS & MAINTENANCE
& INTERNAL POSTING FOR POSITION**

Moved by Councilor Campbell and supported by Councilor Rahja to accept the recommended changes to the job description for the Lead Building & Parks Maintenance position and to post internally for this position.

Voting Aye: All

Motion Carried

LEAVE OF ABSENCE REQUEST – RICHARD SELLMAN

Moved by Councilor Varda and supported by Councilor Campbell to grant the six month leave of absence request of Volunteer Firefighter Richard Sellman from July 1, 2017 through December 31, 2017.

Voting Aye: All

Motion Carried

AFSCME LOCAL 536 MEMORANDUM AGREEMENT

Moved by Councilor Campbell and supported by Councilor Varda accept the Memorandum Agreement to change the wording of HAS to HSCP Health Care Savings Plan to correct the language in the AFSCME, Local 536, January 1, 2017 - December 31, 2019 contract.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 1017-96 IRON RANGE RESOURCES &
REHABILITATION GRANT FOR COMPREHENSIVE PLAN**

Moved by Councilor Varda and supported by Councilor Halverson to adopt Resolution No. 1017-96 to authorize Interim Administrator Susan Schweiss to apply for a grant with the Iron Range Resources & Rehabilitation in the amount of \$20,000 to complete an extensive update of our 2012 Comprehensive Plan.

Voting Aye: All

Motion Carried

CHISHOLM LION'S CLUB REQUEST

Moved by Councilor Varda and supported by Councilor Rahja to grant the request of the Chisholm Lion's Club to host a horse drawn sleigh ride for the community on Saturday, December 9, 2017, coinciding with the Chisholm Area Chamber of Commerce's Christmas Event. The request is to cone off the space in front of Jim's Sports Club for approximately three hours starting at 5:00 p.m.

Voting Aye: All

Motion Carried

GLOW FUN RUN / WALK

Moved by Councilor Campbell and supported by Councilor Varda to grant the request from Delta Airlines and the Chisholm Food Shelf to hold a Glow Fun Run / Walk on March 16, 2018.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL
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(Continued)**

SCHEDULE BUDGET MEETINGS

Moved by Councilor Campbell and supported by Councilor Varda to schedule budget meetings for Wednesday October 25, 2017 at 4:30 p.m. and Wednesday, November 1, 2017 immediately following the Assessment Hearing for 4th Avenue SW which begins at 5:00 p.m.

Voting Aye: All

Motion Carried

CITY CLERK-TREASURER/ADMINISTRATOR POSITION

Moved by Councilor Rahja and supported by Councilor Campbell to offer Jennifer Sterbenz the position of City Clerk-Treasurer/Administrator. Councilors Rahja and Campbell amended the motion to include directing City Attorney Bryan Lindsay to negotiate Ms. Sterbenz contract.

Voting Aye: Councilors Campbell, Halverson, Rahja and Varda

Abstain: Mayor T. Scaia

Motion Carried

RECESS REGULAR COUNCIL MEETING TO EXECUTIVE SESSION

Moved by Councilor Halverson and supported by Councilor Campbell to recess the Council Meeting at 6:16 p.m. to Executive Session to discuss 1) Ironbound Studios and 2) Law Enforcement Labor Services (LELS) Local No. 108 proposed contract.

Voting Aye: All

Motion Carried

ADJOURN EXECUTIVE SESSION

Moved by Councilor Campbell and supported by Councilor Rahja to adjourn the Executive Session at 6:32 p.m.

Voting Aye: All

Motion Carried

RECONVENE REGULAR COUNCIL MEETING

Moved by Councilor Campbell and supported by Councilor Varda to reconvene the Council Meeting at 6:33 p.m.

Voting Aye: All

Motion Carried

RATIFY LAW ENFORCEMENT LABOR SERVICES (LELS) CONTRACT

Moved by Councilor Campbell and supported by Councilor Halverson to approve and ratify the proposed January 1, 2018 - December 31, 2020 contract agreement with the Law Enforcement Labor Services Local No. 108 as presented.

Voting Aye: All

Motion Carried

ADJOURN COUNCIL MEETING

Moved by Councilor Campbell and supported by Councilor Halverson to adjourn the Council Meeting at 6:34 p.m.

Voting Aye: All

Motion Carried

/s/ Todd A. Scaia

Mayor

Attest:

/s/ Susan Schweiss
Interim City Clerk-Treasurer/Administrator