

**CHISHOLM CITY COUNCIL
REGULAR MEETING – OCTOBER 11, 2023**

CALL TO ORDER

Mayor Adam Lantz 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, April Fountain, Jed Holewa, Travis Vake, and Mayor Adam Lantz

Absent: None

Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Assistant Fire Chief Jason Worlie, Police Chief Vern Manner, Building Official/Zoning/Safety Director Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Trails and Recreation Director Bridgit Maruska, Library Supervisor Katie Christenson, Attorney Bryan Lindsay, Clerk-Treasurer Eileen Zah, Confidential Administrative Assistant Susan Trunk, Lauren Johnso and Ryan Rosewald from CTC, and Donna Rahkola from Mesabi Community TV.

ADOPT THE AGENDA

Moved by Councilor Vake and supported by Councilor Holewa to adopt the agenda as presented.

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

Voting Nay: None

Absent: None

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

There was no public participation

REPORTS

Councilor Halverson reported that he attended the Parks, Trails & Recreation meeting.

Councilor Mikkola-Rahja did not have a report.

Councilor Fountain congratulated all of the fall Homecoming candidates especially her daughter Amariya.

Councilor Vake reported that Homecoming is this week, coronation on Friday along with homecoming football and he encouraged people to come.

Councilor Holewa reported that he attended the EDA meeting, EDA Downtown Building Committee meeting, and Pathblazers Snowmobile Club open house.

Mayor Lantz did not have a report.

Ambulance Director Larson did not have a report.

Fire Chief Masucci was absent.

Police Chief Manner did not have a report.

City Building Official Galli did not have a report but answered questions from Councilor Halverson regarding the amount of STRs (Short Term Rentals). Official Galli reported there are 3 in the R1 district and 1 in the R2 district, 7 available in the R1 district, 4 available in the R2 district, and 4 permitted use downtown available.

City Engineer Johnson provided an update on the 5th Street South project. The Project Manager has resigned and is working for the US Forest Service in Ely. This has caused the project to push back a little. They are trying to make their revisions to the sewer/water alley in the easterly block. Engineer Johnson has since met with John Jamnick from JPJ and the plan is to bring the plans and specks back to council the first meeting in November for approval, authorization to bid with the hope of bidding the first Wednesday in December, then hopefully awarding the contract the first Council Meeting in December.

Public Works Supervisor Folstad did not have a report.

Parks/Trails/Recreation Director Maruska reported that the Chisholm Youth Center is now open for grades 4 through 12. It has been a good turnout so far. They are open Monday, Tuesdays, and Thursdays 3:30-7:30pm. There will be VR (Virtual Reality) equipment once they get the final waiver completed. Director Maruska has been trying the VR and reports it is a lot of fun and good addition to the youth center. The only women's hunting and fishing magazine in the United States is authored by a local person. The magazine highlighted 30 West where Candice wrote an article and Redhead has a big spot light in the magazine about getting started with mountain biking.

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Library Supervisor Christenson reported that they have the magazine at the library. She attended the Minnesota Library Association Conference. There was a lot of good conversation that happened around book challenges, intellectual freedom, and the age of censorship that is currently affecting libraries and library staff. There have not been book challenges in this area but it is happening on a regional level. She enjoyed the conference, learned a lot, and found it to be a good opportunity to network with other library staff in the state. The Chisholm 3rd graders will be joining the library next Tuesday for their annual field trip. The library has activities planned, a tour, a book reading, a craft, and a friendly competition of Mad Libs. Supervisor Christenson provided an update on the library construction grant for the tuckpointing project that was completed last fall. There was conversation that needed to happen between the IRRR and the MDE General Council around whether the IRRR funding was eligible for a local match. She was notified officially last week that MDE General Council determined that IRRR funds are eligible for local match. They will be receiving the full amount of \$110,000 and the addition of the \$100,000 from IRRR to support the tuckpoint project. .

Attorney Lindsay did not have a report.

Clerk-Treasurer Zah gave a shout out to Denise and Kristi who decorated the lobby area for Halloween. There have been a lot of complements from the community. Clerk-Treasurer Zah has been working on the lodging tax collection and is insuring that everything that is collected from STRs and local hotel is being recognized and is admitted to the organization that has been designated to send those collections to. She is working on some budget amendments for the general fund and will have those ready for the next council meeting. She has been working with Larry on wage and revenue projections for the enterprise funds and has been able to incorporate some racial analysis that she has learned in one of her finance classes. The city recently wrapped up the medical insurance renewal and presenting some options to staff.

Administrator Skraba provided an update on the Public Safety Building. They are moving along quickly, and she is very impressed with the progress. They are pouring floors and will be working on ceilings trying to get air tight for the winter so that they can work on the inside. If members of the council are interested in getting a tour of the building they can let her know and she can arrange it.

APPROVE THE CONSENT AGENDA

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to Accept the Consent Agenda including the List of Bills, Communications, Meeting Minutes from the September 25, 2023 Working Session, September 27, 2023 Regular Meeting, Payroll and Overtime.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 1023-68 ACCEPTING GRANT AND ENTER INTO AGREEMENT
WITH MN BOARD OF FIREFIGHTER TRAINING AND EDUCATION**

Moved by Councilor Vake and supported by Councilor Fountain to approve the adoption of Resolution Number 1023-68 Accepting Grant and Enter Into Agreement With MN Board Of Firefighter Training and Education in the amount of \$1,680.20 for HMEP training.

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

Voting Nay: None

Absent: None

Motion Carried

**RESOLUTION NUMBER 1023-69 AUTHORIZING THE PARKS, TRAILS, &
RECREATION DIRECTOR TO MAKE APPLICATION TO ST. LOUIS COUNTY, MN.
COMMUNITY DEVELOPMENT BLOCK GRANT**

Moved by Councilor Fountain and supported by Councilor Halverson to approve the adoption of Resolution number 1023-69 Authorizing The Parks, Trails, & Recreation Director To Make Application To St. Louis County, Mn. Community Development Block Grant.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 1023-70 APPROVING ATV TRAIL LICENSE AGREEMENT

Moved by Councilor Vake and supported by Councilor Fountain to approve the adoption of Resolution Number 1023-70 Approving ATV Trail License Agreement with Glacier Park Iron Ore Properties LLC, Northern Traxx ATV Club, and the City of Chisholm.

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

Voting Nay: None

Absent: None

Motion Carried

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PAY APPLICATION NUMBER 7 FOR THE PUBLIC SAFETY BUILDING

Moved by Councilor Holewa and supported by Councilor Vake to approve Pay Application Number 7 from Adolfson & Peterson Construction for the Public Safety Building in the amount of \$669,379.74.

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

Voting Nay: None

Absent: None

Motion Carried

RESOLUTION NUMBER 1023-71 COOPERATIVE AGREEMENT WITH ST. LOUIS COUNTY FOR THE 2024 CRACK SEAL AND CHIP/SCRUB SEALING PROGRAMS

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to approve the adoption of Resolution Number 1023-71 Authorizing the City of Chisholm to enter into a cooperative agreement with St. Louis County for the 2024 Crack Sealing and Chip/Scrub Sealing Programs.

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

Voting Nay: None

Absent: None

Motion Carried

APPROVE REFUSE COLLECTION/HEAVY EQUIPMENT OPERATOR JOB DESCRIPTION

Moved by Councilor Fountain and supported by Councilor Halverson to approve the Refuse Collection/Heavy Equipment Operator job description.

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

Voting Nay: None

Absent: None

Motion Carried

POST INTERNALLY FOR REFUSE COLLECTION/HEAVY EQUIPMENT OPERATOR

Moved by Councilor Holewa and supported by Councilor Vake to post internally for the Refuse Collection/Heavy equipment operator.

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

Voting Nay: None

Absent: None

Motion Carried

STREETAR CONSULTING SCATTERED SITE INFILL WORK PLAN

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to approve the Streetar Consulting Scattered Site Infill Work Plan in the amount of \$21,452.00.

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

Voting Nay: None

Absent: None

Motion Carried

LELS LABOR AGREEMENT

Moved by Councilor Fountain and supported by Councilor Holewa to approve the LELS Labor Agreement.

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

Voting Nay: None

Absent: None

Motion Carried

CTC MASTER AGREEMENT

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to approve the CTC Master Agreement.

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

Voting Nay: None

Absent: None

Motion Carried

CHISHOLM FITNESS CENTER POLICY

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to add the Chisholm Fitness Center Policy to the October 17, 2023 Working Session.

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

Voting Nay: None

Absent: None

Motion Carried

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5TH STREET SIDEWALKS

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja add the discussion of the 5th Street Sidewalks to the October 17, 2023 Working Session.

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

Voting Nay: None

Absent: None

Motion Carried

SCHEDULE A WORKING SESSION

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to discuss the Fitness Center Policy, 5th Street South Sidewalks, and Sports Complex at the October 17, 2023 Working Session.

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

Voting Nay: None

Absent: None

Motion Carried

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adjourn the meeting at 6:25 pm

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

Voting Nay: None

Absent: None

Motion Carried

Attest:

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator