

**CHISHOLM CITY COUNCIL
WORKING SESSION – SEPTEMBER 12, 2023**

CALL TO ORDER

Mayor Adam Lantz called the City Council Meeting to order in the City Hall Council Chambers at 5:32 p.m.

ROLL CALL

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

Appearing by Zoom: Councilor April Fountain for medical reasons.

Absent: None

Also Present: Ambulance Director Tiffany Larson, Assistant Fire Chief Jason Worlie, Police Chief Vern Manner, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Library Supervisor Katie Christenson, Public Works Supervisor Larry Folstad, Parks, Trails, and Recreation Director Bridgit Maruska, Clerk-Treasurer Eileen Zah, Administrator Stephanie Skraba, Confidential Administrative Assistant Susan Trunk, Ed Chamernick, and Mark Rasmussen and Marco Hunt from APEX.

ADOPT THE AGENDA

Moved by Councilor Holewa and supported by Councilor Mikkola-Rahja to adopt the agenda.

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

Voting Aye by Zoom: Councilor Fountain

Voting Nay: None

Absent: None

Motion Carried

APEX

Mark Rasmussen and Marco Hunt from APEX reviewed past upgrades for the Chisholm City Sports Arena, answered questions, updated the council on the status of bids, the scope of their facilitation of the project, the statutes that support the project and what they guarantee based on consumption and warranty. Ed Chamernick provided an update on issues and reported that they are full every night.

ASSESSMENT POLICY

City Engineer Jim Johnson provided a review of the amendments to the special assessment policy, what was amended and why, and the history of assessments per project. He discussed Chapter 53 requirements, what is still evolving, and current practices. The council discussed the reasons for an increase and the cost of the project.

BUDGET

Administrator Skraba clarified changes to the budget, billing options and projections. Administrator Skraba also provided an update on internet, phones, and camera providers. Clerk Treasurer Zah reviewed revenue estimates, general funds, financial administration, and reviewed each section/department in the budget. The department heads reviewed areas of possible adjustment in their budgets and answered questions from the council.

ADJOURN WORKING SESSION

Moved by Councilor Vake and supported by Councilor Holewa to adjourn the Working Session at 8:40 pm.

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

Voting Aye by Zoom: Councilor Fountain

Voting Nay: None

Absent: None

Motion Carried

Attest:

/s/Adam Lantz, Mayor

/s/Stephanie Skraba, Administrator