

**CHISHOLM CITY COUNCIL
REGULAR MEETING – SEPTEMBER 13, 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, K. Scaia, Varda, Halverson, and Mayor T. Scaia

Absent: None

Also Present: Interim Administrator Susan Schweiss, City Attorney Bryan Lindsay, Building Official Steve Erickson, Consultant Engineer Jim Johnson, Matt Reid with SEH, Fire Chief Bob Brown, Police Chief Vern Manner, Kelly Harris with Jim's Sports Bar, Nathan Thompson with Habitat for Humanity, & Administrative Assistant Rachel Andria

ADOPT THE AGENDA

Moved by Councilor Campbell and supported by Councilor Rahja to adopt the Agenda with two additions. First addition under Councilor Rahja E) add number 4. Resolution number 0917-XX to accept a \$100 donation to the Library from Steven Ritter and the second addition is under Recess to Executive Session to add item number 2. Ironbound Studio's.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Mayor Todd Scaia stated it's with great sadness to report that a long time employee had passed away and he attended the funeral today. Gary Krampotich had retired from the City a couple years ago and had lost his battle to cancer. On behalf of Mayor Todd Scaia and the City he wants to wish his wife Vicky and their three children condolences and please keep them in your thoughts and prayers.

Councilor Rahja attended a Community Ed Meeting and Superintendent Janey Blanchard will be the new Director and the meetings will be held every other month instead of quarterly. Also they are thinking of offering a pickle ball league in Chisholm. She attended a Central Iron Range Sanitary Sewer meeting and reported the mercury project is almost wrapped up except they are waiting for some defective handrails to be replaced and a motion was passed to place large numbers on all the doors for fire reasons. She attended a Planning and Zoning meeting and they are working on a swimming pool ordinance.

Councilor Halverson attended a couple of Chamber of Commerce meetings. One meeting was about reviewing their website supplier and the other was a regular meeting. He attended a Safety Committee meeting. He attended the library step inspection meeting with Councilor Rahja and also the Honeywell meeting with Steve Erickson.

Councilor Campbell was unable to attend the Police Commission meeting on the 5th. She attended the LELS union negotiation on Monday along with Mayor Scaia.

Consultant Engineer Jim Johnson had no report to give but Councilor Halverson had a question about when the priority list would be put together for the capital plan, he will try to have it ready in two weeks for the next meeting.

City Police Chief Vern Manner no formal report at this time but he will have an updated blight list for the next meeting.

ACCEPT THE CONSENT AGENDA

Moved by Councilor K. Scaia and supported by Councilor Varda to accept the Consent Agenda, including the List of Bills, Communications, Minutes of the previous City Council regular meeting of August 9, 2017, the special meeting of August 9, 2017, the joint meeting with CHAA of August 21, 2017, the regular meeting of August 23, 2017, Payroll and Overtime with the correction to the minutes from the regular meeting August 9, 2017 under Councilor Rahja the date needs to be changed to class of 1961 not 1969.

Voting Aye: All

Motion Carried

HABITAT FOR HUMANITY REQUEST TO WAIVE PERMIT FEES

Building Official Steve Erickson informed the Council that the City cannot waive a permit fee per statute but the City may choose to pay the permit fee.

Moved by Councilor Campbell and supported by Councilor K. Scaia to have the City pay the permit fee of \$490.50 for Habitat for Humanity.

Voting Aye: All

Motion Carried

REQUEST FROM KELLY HARRIS

Discussion was held about the requests and in the future to make these requests more consistent.

Moved by Councilor K. Scaia and supported by Councilor Campbell to approve Jim Sports Club request on September 30, 2017 for live music from 2:00 p.m. to 12:00 a.m. for the Concert for the Cure and the Northern Traxx ride at 9:00 a.m. to 12:00 p.m. under the impression that the overtime if done like last time for approval. Further discussion was held by Councilor Campbell to

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make sure there are no alcoholic beverages outside of the bar or their enclosed area. Mayor Todd Scaia stated it's because the City is not declaring this a city wide festival. Chief Manner stated that he will follow up with letters to all of the establishments to make sure they are all aware.

Voting Aye: All

Motion Carried

Moved by Councilor K. Scaia and supported by Councilor Campbell to authorize Jim's Sports Club for their request for the benefit/fundraiser for Corey Nelson on October 14, 2017 and direct the police department to cone off the parking on the north side of the 100 block of Lake Street 11:00 a.m. to 6:00 p.m.

Voting Aye: All

Motion Carried

**AMORTIZATION SCHEDULES FOR PUBLIC FACILITIES AUTHORITY LOAN FOR CLEAN
WATER/SANITARY SEWER LAKEVIEW ADDITION**

Discussion was held about the amortization schedules presented for the water/sanitary sewer in the Lakeview addition area. At this time it is only informational and Mayor Todd Scaia would like for the Councilors to have a decision on this for the next meeting, September 27, 2017.

**AMORTIZATION SCHEDULES FOR PUBLIC FACILITIES AUTHORITY LOAN FOR
WATERMAIN FUNDING COMPONENT LAKEVIEW ADDITION**

Discussion was held about the amortization schedules presented for the watermain funding component for the Lakeview addition area. At this time it is only informational and Mayor Todd Scaia would like for the Councilors to have a decision on this at the next meeting, September 27, 2017.

MESABI BITUMINOUS PAY APPLICATION NO. 2 FOR 4TH AVE SW

Moved by Councilor K. Scaia and supported by Councilor Halverson to approve pay application No. 2 in the amount of \$5,074.90. Mayor Todd Scaia asked when do we certify the assessments, Consultant Engineer Jim Johnson will put the numbers together and bring it back at the next meeting or the first one in October giving a summary of costs and passing a resolution.

Voting Aye: All

Motion Carried

MESABI BITUMINOUS CERTIFICATE OF COMPLETION 4TH AVE SW IMPROVEMENTS

Moved by Councilor Campbell and supported by Councilor K. Scaia to accept the certificate of completion on the 4th Avenue SW improvements.

Voting Aye: All

Motion Carried

MESABI BITUMINOUS FINAL PAY APPLICATION 2017 ROAD SURFACE RECONDITIONING

Moved by Councilor K. Scaia and supported by Councilor Campbell to pay the final pay application number 2 for road surface reconditioning in the amount of \$6,694.87.

Voting Aye: All

Motion Carried

**MESABI BITUMINOUS CERTIFICATE OF COMPLETION 2017 ROAD SURFACE
RECONDITIONING**

Moved by Councilor Campbell and supported by Councilor Halverson to accept the certificate of completion on the 2017 road surface reconditioning.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0917-87 APPLICATION FOR MNDOT LOCAL ROAD IMPROVEMENT
PROGRAM**

Moved by Councilor Campbell and supported by Councilor Varda to adopt Resolution No. 0917-87 to submit application for MNDOT local road improvement program.

Voting Aye: All

Motion Carried

HONEYWELL PRELIMINARY FEASIBILITY ASSESSMENT

Discussion was held about the meeting Councilor Halverson and Building Official Steve Erickson had with Honeywell to review a previous project and to discuss how the feasibility assessment works. Honeywell is proposing that the City follows the same plan as before. First step is a memorandum of understanding, no money involved at this point and no commitment from the City. Honeywell will develop a scope and do the research and exploration with the memorandum of understanding. If the Council wants to enter into another agreement the second step would be a letter of intent which would involve money transfer to them and that's where they would be doing design engineering, assemble a team and they would define the scope of what the projects would be. If that is approved then the third step would be constructions, scope documents and project managements and setting up the annual payments.

Moved by Councilor Campbell and supported by Councilor Varda to approve the memorandum of understanding and have Honeywell do a preliminary feasibility assessment.

Voting Aye: All

Motion Carried

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ARCHITECTURAL RESOURCES, INC. OBSERVATION REPORT FOR LIBRARY STEPS

Councilor Rahja attended the meeting on August 15th onsite to review the warranty and those who attended are Steve Erickson, Katie Christenson, Mary Jo Rahja, Marty Halverson, Paul Chuck with Max Gray and David Jordan from Architectural Resources. They reviewed the cracks and made a decision to have those filled every year and reseal it. On September 1st May Gray came back and sealed the cracks and it was taped by Librarian Katie Christenson. Councilor Halverson stated that he was not there when they came back and sealed the cracks but he did have a chance to look at it and has noticed the caulking is already cracking. At this point he feels the caulking that they did is not satisfactory. Mayor Todd Scaia suggests to the Council at this time they don't accept the letter to direct Councilor Rahja, Councilor Halverson and Steve Erickson to contact Max Gray and Architectural Resources and get it figured out and bring back the resolution to the Council hopefully by the next meeting. At this time this item is treated as informational. Councilor K. Scaia made note that in the observation report it says "at this point the stairs don't appear to have additional cracking at this", with the stairs being two years old he doesn't feel they should have cracked and doesn't believe that even by sealing the crack it is acceptable.

RESOLUTION NO. 0917-84 ACCEPT DONATION FOR LIBRARY

Moved by Councilor Rahja and supported by Councilor Campbell to approve the Res. No. 0917-84 to accept the donation from Phyllis Antognozzi in memory of Ida Bonicelli Trigiani for \$20.00.
Voting Aye: All Motion Carried

RESOLUTION NO. 0917-85 ACCEPT DONATION FOR LIBRARY

Moved by Councilor Rahja and supported by Councilor K. Scaia to approve the Res. No. 0917-85 to accept the donation from A Different Way In Reading Center in memory of Bertha (Becky) Curly for \$20.00.
Voting Aye: All Motion Carried

RESOLUTION NO. 0917-88 ACCEPT DONATION FOR LIBRARY

Moved by Councilor Rahja and supported by Councilor Varda to adopt Resolution No. 0917-88 to accept the donation from Steven Ritter for \$100.00.
Voting Aye: All Motion Carried

SCHEDULE PUBLIC HEARING FOR TRUTH IN TAXATION

Moved by Councilor K. Scaia and supported by Councilor Campbell to set the public hearing for truth in taxation on December 13, 2017 at 6:01 p.m.
Voting Aye: All Motion Carried

PRELIMINARY LEVY ASSESSMENT

Mayor Todd Scaia informed the Council the levy has to be set by September 30th, 2017 and would like the Council to review the options that have been presented to them for discussion at the next Council meeting. At this time this is informational only.

RESOLUTION NO. 0917-83 ACCEPT DONATION FROM CURLING CLUB

Mayor Todd Scaia informed the Council the Curling Club had received a grant from the Chisholm Community Foundation and redid 75 lockers and are donating back to the City.
Moved by Councilor Campbell and supported by Councilor Rahja to adopt Resolution No. 0917-83 in the amount of \$7,887.50 for the Chisholm Curling Club.
Voting Aye: All Motion Carried

SONS OF NORWAY MIDNATSOLEN LODGE #58 REQUEST

Moved by Councilor K. Scaia and supported by Councilor Varda to approve Mary Jean Lesch for the Sons of Norway Lodge for their walk on Saturday September 23, 2017.
Voting Aye: All Motion Carried

QUOTE FOR 5 SETS OF FIRE DEPARTMENT TURNOUT GEAR

Moved by Councilor Varda and supported by Councilor K. Scaia to approve the purchase of the turnout gear in the amount of \$1,893.07.
Voting Aye: All Motion Carried

RESOLUTION NO. 0917-86 ADOPTING AN AMENDED 2017 BUDGET

Mayor Todd Scaia informed the Council that the Res. No. 0917-86 is for an upgrade to the security system at City Hall that had not been working properly and to reclassify the budget line item from the contingency to the \$2,000 upgrade.
Moved by Councilor Campbell and supported by Councilor Halverson to adopt Resolution No. 0917-86.
Voting Aye: All Motion Carried

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RICH KAFUT RESIGNATION

Mayor Todd Scaia would like to thank Richard Kafut for all of his years of service with City and with the Fire Department, he was with the Fire Department for 34 years. Mayor Todd Scaia suggested to the Personnel Committee get together and review the job description and get the job posted hopefully at the next Council meeting.

Moved by Councilor K. Scaia and supported by Councilor Varda to approve the resignation of city employee Richard Kafut effective November 30, 2017 for the purpose of retirement.

Moved by Councilor K. Scaia and supported by Councilor Varda to amend the motion to direct Administrative Assistant Margaret Gornick to send out a letter to Mr. Kafut thanking him for his many years of service to the citizens of Chisholm.

Voting Aye: All

Motion Carried

FLEX TIME REQUEST

Mayor Todd Scaia explained to the Council that during the Slide the City and All-Class Reunion, Chief Manner had put in 32 extra hours and is requesting that two vacation days 08/18/17 and 08/25/17 be eliminated due to the excess of hours that he worked.

Moved by Councilor K. Scaia and supported by Councilor Campbell to accept the flex time request from Chief Manner in lieu of his two vacation days.

Voting Aye: All

Motion Carried

CTC CONTRACT FOR WIFI AT LIBRARY

Moved by Councilor Rahja and supported by Councilor Campbell to approve the CTC Contract for WiFi at the Library

Voting Aye: All

Motion Carried

CITY CLERK-TREASURER/ADMINISTRATOR POSITION

Moved by Councilor K. Scaia and supported by Councilor Campbell to post the City Clerk-Treasurer/Administrator position effective tomorrow for a period of two weeks closing at noon on Wednesday September 27, 2017, at that point the applications will be sent to the Personnel Committee and interviews will be conducted by the Personnel Committee on September 29th with a final applicant being brought to the Council. Discussion was held by Councilor Campbell not being able to make the September 29th interview date being she is on the Personnel Committee.

Moved by Councilor K. Scaia and supported by Councilor Campbell to amend the motion to have the interviews on Monday October 2 contingent on the Personnel Committee.

Voting Aye: All

Motion Carried

RECESS REGULAR COUNCIL MEETING TO EXECUTIVE SESSION

Moved by Councilor Halverson and supported by Councilor Rahja to recess the Council Meeting at 6:36 p.m. to Executive Session to discuss LELS negotiation and Ironbound Studios

Voting Aye: All

Motion Carried

ADJOURN EXECUTIVE SESSION

Moved by Councilor Rahja and supported by Councilor Halverson to adjourn the Executive Session at 7:13 p.m.

Voting Aye: All

Motion Carried

RECONVENE REGULAR COUNCIL MEETING

Moved by Councilor Varda and supported by Councilor Rahja to reconvene the Council Meeting at 7:14 p.m.

Voting Aye: All

Motion Carried

ADJOURN COUNCIL MEETING

Moved by Councilor Varda and supported by Councilor K. Scaia to adjourn the Council Meeting at 7:14 p.m.

Voting Aye: All

Motion Carried

/s/ Todd A. Scaia
Todd A. Scaia
Mayor

Attest:

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