

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – SEPTEMBER 14, 2022**

**CALL TO ORDER**

Mayor John Champa called the City Council Meeting to order in the City Hall Council Chambers at 5:35 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, Fire Chief Chris Masucci, Building/Zoning and Safety Director Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Library Supervisor Katie Christenson, City Clerk-Treasurer Eileen Zah, Eric Tweten with Mesabi Community TV, Tracy Campbell, St. Louis County Commissioner Mike Jugovich, Annie Krohn, Heather Barby and Mary Tyminski.

**ADOPT THE AGENDA**

Moved by Councilor Vake and supported by Councilor Mikkola-Rahja to adopt the agenda with additions: 1) Resolution No. 0922-80 Corrections. 2) Under Mayor Champa to add to the Working Session Meeting on September 20, 2022 additions: Bob Streeter Update on Wenton Project and Tom Nemanich from Mesabi Bituminous.

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

Absent: None

Motion Carried

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC PARTICIPATION**

Tracy Campbell discussed concerns regarding flooding at her property, the speed in which it flooded, and the “washing out” of alleys during major rain events. She provided photos to the council, is asking what the city is doing about the increase flooding and requesting a commitment that after each major rain event that washes out the alleys for the city to scope and flush basins & pipes if needed in the areas of town prone to flooding. She thanked the City Councilors, City Workers, Fire Department Members and Mayor for coming to look at her concerns.

**REPORTS**

Councilor Fountain reported that she attended the joint meeting with Chisholm and Hibbing City Councils and the Chisholm-Hibbing Airport Authority where they discussed improvements, the budget and set a Levy. She also attended the meeting for the 3<sup>rd</sup> Street Project, attended the open house at the schools and met the new principle at the Middle School, attended MAPE negotiations and the Library Board Meeting. Councilor Fountain also reported that MDC is having the Glenn Location Flashlight Tours in October, the Splash Pad fund raiser is at Sidelines on Saturday the 17<sup>th</sup>, September is Library Card sign up month and Community Education came out with their new flyer with lots of programs.

Councilor Halverson reported that the contractor for Redhead will return in October with approximately one week of work remaining in the scope for this year. He attended a Park Board meeting and a Campground Committee meeting where they are looking at ways to expand the camp sites at the campground. He met with IROC and MNDOT for the Highway 169 meeting. Councilor Vake thanked Mark and his team for the amazing All Class that took place last month. He reminded everyone that the school year has started and to watch for the littles and to slow down in town. The raffle for the Splash Pad went very well and thanked everyone who bought a ticket and came to the event. The event raised \$17,500.00 towards the project and the total raised so far is approximately \$163,000.00 with roughly \$20,000.00 left to go. The Schnorr Mudfest was a good time. Kids Day will be postponed until September 22, 2022 at the Museum of Mining from 4:00 pm to 7:00 pm. There will be the first ever Empty Bowl event on Thursday November 3<sup>rd</sup>. It will take place at the school and put on by Ms. Carol the Art Teacher with soup donations from Valentini’s, Jim’s and others. Councilor Vake believes there will also be people available to answer questions at the event about the school referendum that will be on the ballot.

Councilor Mikkola-Rahja did not have a report.

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Councilor Lantz reported that he was fortunate to be able to pick up the Splash Pad. He attended a Fire Department meeting and wanted to congratulate and thank Steve Brunette for 29 years, Lloyd Show and Andrew Varda for 4 years of service on the Chisholm Fire Department. The Fire Department will be at Kids Day with some activities. The Fire Department was able to set up the flag for the Mudfest. He thanked John, Mary Kaye and Nick Kuzma for donating a house on Long Lake Road where the Fire Department has been using to train search and rescue and will have additional training when they burn it down on the 24<sup>th</sup>.

Mayor Champa reported that during the Joint Airport Meeting the subject of the Electronic DMR surveillance came up and that they are doubling the size of the building. It has been a success in the past and good rent for them. The goal at the airport is to not have a Levy. The Kiwanis Park event was very well attended. The Schnorr Mudfest raised over \$80,000.00, there were about 300-400 machines there, last year they took out 250 Veterans fishing and this is the biggest event they have. The HRA accepted the bids for the brick buildings called Maple View. The HRA met with HUD members and showed them damage that happens when they have a bad tenant and the challenges that go along with eviction. The mayor requested a follow up about possible funding sources that the HRA is not aware of. The HRA is looking for a maintenance person. A Sanitary Sewer District meeting was held and the flows are crazy high. They briefly discussed budgets. The executive board meets to put together a budget. The mayor is requesting that after the Executives have their meeting that they give him a sense of where they are at because in October the rates will need to be discussed and the council needs it by November so it can be out to the people paying the bills. They will do what they can to keep the rates down. There is a special fund that comes out of the Sanitary Sewer District used for permanent improvement that comes out of the rates. To utilize it, they need to submit the request to the Minnesota Public Facilities Authority. They will be doing about \$70,000.00 worth of improvements.

Ambulance Director Jess Davis reported that she will be going to the Airport on the 22<sup>nd</sup> to attend one of their required table top exercises representing EMS and Ambulance.

Fire Chief Chris Masucci, no report.

Police Chief, Vern Manner reported that the County Attorney sent out a letter for the officer involved shooting clearing all officers in that case. The case will now become public 30 days after the decision letter is sent out. Any data request will need to go to the BCA since they were the investigators of that officer involved shooting. The BCA has a special team that handles all officer involved shootings around the state. Information can be found on the BCA website.

Northern Traxx is having their 20<sup>th</sup> anniversary family/kid friendly ride event on the 24<sup>th</sup>. They are not requesting any road closure, just permission to park ATVs on Lake Street. The Police Department is in the process of hiring an additional officer pending their physical.

Building/Zoning and Safety Director Mandy Galli, no report.

Consultant Engineer Jim Johnson, no report.

Public Works Supervisor Larry Folstad reported the school zone signs are hard to get, they are ordered but not in yet. The posts are ready for when they come and they hope to get it done soon. The salt shed is up, the flowers baskets are down, the flashers are off the lake, the flags are coming down and you will start to see the sweeper in town once the leaves start coming down. They continue to do the water and sewer patches and seal up before the snow comes. The campground continues to do well.

Library Supervisor Katie Christenson reported that the Tuck Point project is working through the final punch list. She encourages people to walk around the building to admire the great work that was done. There will be two Minnesota authors coming to the library on Tuesday September 20<sup>th</sup> at 1:00, Sarah Stonich and Lorna Landvik (treats and coffee will be served).

City Attorney Bryan Lindsay, no report.

Clerk-Treasurer Eileen Zah reported that she and administrator Skraba have been working on stage two documents required for the USDA loan for the Public Safety Building. One item that they have recently addressed is the financing portion through a general bond obligation capital improvement bond and discussing it with Attorney Mia Thibodeau from Fryberger, Buchanan, Smith & Frederick, P.A.,. They have moved forward with Attorney Thibodeau Bond Council Services to help get through that part of the process. Attorney Thibodeau will still need to review where debt limits fall and take into consideration the current debt that the city has. The enterprise budgets are created in the new software ClearGov. Clerk-Treasurer reminded council that the Proposed Tax Levy is due by September 30, 2022. On September 23<sup>rd</sup> the Election Absentee Ballots will be available for the General Election, on October 18<sup>th</sup> the General Election pre voter registration closes for the November General Elections and the General Election will be held on November 8, 2022. Clerk-Treasurer Zah and Administrator Skraba met with the President and CEO of St. Paul and Minnesota Foundation Dr. Eric Jolly. Everyone seems to be enjoying the new city hours. Clerk-Treasurer Zah commented that Range Cornice & Roofing who is working on the building is being very professional and quick.

Administrator Stephanie Skraba reported that the new students moved in the engineering school, they had a meet and greet with some members of the EDA and all seem to be a good asset to the community.

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**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Vake and supported by Councilor Lantz to Accept the Consent Agenda, including the List of Bills, Communications, Minutes from the August 10, 2022 Regular Meeting, August 11, 2022 Canvassing Votes Special Meeting, August 15, 2022 Joint meeting with the Chisholm-Hibbing Airport Authority and Chisholm and Hibbing City Council, August 16, 2022 Working Session, August 23, 2022 Special Meeting with correction of addition: Working Session Scheduled for September 20, 2022 at 5:00 pm, Payroll and Overtime.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

**AMBULANCE SERVICE HOLIDAY PAY**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to approve Holiday Pay Rate of 1.5 x Normal Wage to Ambulance Staff effective 01/01/2023 for New Year's Day, Martin Luther King Jr. Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and Christmas Day.

Voting Aye: Councilors Fountain, Halverson, Mikkola-Rahja and Mayor Champa  
Voting Nay: None  
Abstaining: Councilors Vake and Lantz  
Motion Carried

**ALS INTERCEPT AGREEMENT WITH HIBBING FIRE DEPARTMENT**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve the Intercept Agreement with Hibbing Fire Department.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

**MUTUAL AID AGREEMENT WITH HIBBING FIRE DEPARTMENT**

Moved by Councilor Mikkola-Rahja and supported by Councilor Fountain to approve the Mutual Aid Agreement with Hibbing Fire Department.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

**RESOLUTION NO. 0922-79 AUTHORIZING THE CITY OF CHISHOLM  
TO ACCEPT FUNDS**

Moved by Councilor Fountain and supported by Councilor Lantz to adopt Resolution 0922-79 authorizing the City of Chisholm to accept funds from the IRRRB Residential Redevelopment Grant Program

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

**RESOLUTION NO. 0922-80 SETTING ASSESSMENT HEARING**

Moved by Councilor Vake and supported by Councilor Halverson to Adopt Resolution No. 0922-80 to set an Assessment Hearing for 3<sup>rd</sup> Street NW Infrastructure/Improvement Project.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

**RESOLUTION NO. 0922-81 ADOPTING ASSESSMENT**

Moved by Councilor Lantz and supported by Councilor Halverson to Adopt Resolution No. 0922-81 Assessment for 2021-2022 Street Rehabilitation Project.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

**RESOLUTION NO. 0922-82 COOPERATIVE AGREEMENT WITH ST. LOUIS COUNTY**

Moved by Councilor Fountain and supported by Councilor Vake to Adopt Resolution No. 0922-82 Authorizing the City of Chisholm to enter in a Cooperative Agreement with St. Louis County in several Street Maintenance Programs in 2023.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

**RESOLUTION NO. 0922-83 PETITION FOR STREET IMPROVEMENT**

Moved by Councilor Fountain and supported by Councilor Lantz to Adopt Resolution No. 0922-83 Petition for Street Improvement in the 100 block of 4<sup>th</sup> ST. SW.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None  
Motion Carried

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**RESOLUTION NO. 0922-84 SALE OF GARBAGE CARTS**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to Adopt Resolution No. 0922-84 naming 50 Garbage Carts as Surplus Equipment to be sold to the City of Hibbing for \$90.00 per 95 Gallon Cart.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**RESOLUTION NO. 0922-85 AUCTION VEHICLES/ITEMS BY DO-BID AND SCRAP**

Moved by Councilor Lantz and supported by Councilor Vake to Adopt Resolution No. 0922-85 to decommission and auction by Do-Bid items: 1985 Dodge Retired Fire Truck, Two Retired Score Boards and 2003 Ford Truck for sale and or scrap steel.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**REALLOCATION OF LAKE PARK MATCHING FUNDS**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve reallocating \$11,532.00 of the Lake Park Matching funds to specific black top overlay of the Skate Park.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**RESOLUTION NO. 0922-86 LIBRARY DONATION FROM DIANE YONKOVICH**

Moved by Councilor Fountain and supported by Councilor Mikkola-Rahja to Adopt Resolution No. 0922-86 Accepting a \$50.00 Donation from Diane Yonkovich and earmark the funds for the Chisholm Public Library.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**BLIGHT CONCERNS**

Moved by Councilor Lantz and supported by Councilor Vake to direct City Attorney Lindsay to issue a Final Demand Letter to Nuisance Property Owners and prepare a Summons and Complaint for final approval to the City Council.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**BOARD OF APPEAL AND EQUALIZATION TRAINING**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to approve Councilor Halverson and Vake to attend the Board of Appeal and Equalization Training.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**RESOLUTION NO. 0922-87 ACKNOWLEDGING POTENTIAL SALE OF AIRPORT  
PROPERTY**

Moved by Councilor Halverson and supported by Councilor Mikkola-Rahja to Adopt Resolution No. 0922-87 acknowledging the potential sale of Airport property to Detroit Remanufacturing.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**RFP OF CMAR SERVICES FOR CHISHOLM PUBLIC SAFETY BUILDING**

Moved by Councilor Halverson and supported by Councilor Lantz to accept the Request for Proposal of Construction Management at Risk Services for the Chisholm Public Safety Building.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**UPDATE ON ESSENTIA/ST. LOUIS COUNTY DEVELOPMENT**

St. Louis County Commissioner Mike Jugovich provided an information update on the development of the Essentia/St. Louis County Facility in Chisholm. This was informational only.

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**HRA COMPLAINT**

Moved by Councilor Vake and supported by Councilor Lantz to send a reminder letter of the policies and expectations for all Board, Commission and Council Members.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**ADD ITEMS TO THE BUDGETWORKING SESSION SCHEDULED  
ON SEPTEMBER 20, 2022**

Moved by Councilor Vake and supported by Councilor Lantz to add 1) Wenton Addition Update by Bob Streeter 2) 3<sup>rd</sup> Street Project Discussion 3) Essentia/St. Louis County New Development Discussion to the September 20, 2022 Budget Working Session.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**RECESS TO CLOSED SESSION**

Moved by Councilor Vake and supported by Councilor Fountain to recess to a closed session at 7:30 pm in Compliance with Statute 13D.05 Sub 3A.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**ADJOURN CLOSED SESSION**

Moved by Councilor Lantz and supported by Councilor Mikkola-Rahja to adjourn the closed session at 8:13 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**RESUME REGULAR COUNCIL MEETING**

Moved by Councilor Lantz supported by Councilor Halverson to resume the Regular Meeting at 8:13 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

**ADJOURN REGULAR COUNCIL MEETING**

Moved by Councilor Fountain supported by Councilor Halverson to adjourn the Regular Meeting at 8:14 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz, Mikkola-Rahja, Vake and Mayor Champa  
Voting Nay: None Motion Carried

Attest:

/s/ John A. Champa, Mayor

/s/ Stephanie Skraba, Administrator