

**CHISHOLM CITY COUNCIL
REGULAR MEETING – SEPTEMBER 25, 2024**

Council President Cheyenne Mikkola-Rahja called the Regular Meeting to order at 5:30 p.m.

Present: Council Members Marty Halverson, Cheyenne Mikkola-Rahja, April Fountain, Jed Holewa, and Travis Vake

Absent: Mayor Adam Lantz

Also Present: Administrator Stephanie Skraba, Ambulance Director Tiffany Larson, Police Chief Vern Manner, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Parks/Trails/Recreation Director Bridgit Maruska, Attorney Coleen Kosluchar, Confidential Administrative Assistant Susan Trunk, Dona Rahkola with Mesabi Community TV, Paul Peltier from RAMS, and Darlene Salo and David Mack for public participation.

ADOPT THE AGENDA

Moved by Councilor Holewa and supported by Councilor Vake to adopt the agenda with additions: 1) Request to Purchase 2023 Chevrolet 1500 2x4 for the garbage department. 2) request to purchase lift gate and strobe lights for the vehicle. Correction to Resolution No. 0924-79 Vin # 1FAHP2M86DG212902.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

David Mack discussed with council his concerns about the bricks on the sidewalks by City Hall doors, the locations of the canopies on Longyear Lake, and whose god are we talking about in the Pledge of Allegiance.

Darlene Salo discussed with the council her concerns about the picnic tables and canopies across the street from her residence.

REPORTS

Councilor Halverson did not have a report.

Councilor Mikkola-Rahja attended a working session and an HRA meeting and the following day will be taking a tour of the National Resource Institute in Coleraine followed by a RAMS board meeting.

Councilor Fountain reported that she was able to attend ½ of the working session at the new public safety building. The Hibbing Foundation Coordinator reached out to her to let the Chisholm folks know that on October 5th at the Hibbing High School auditorium at 4:00 there is a free event for the whole community to see the wonderful world of Chris Monroe kids' comedy show, she is also a Minnesota author and illustrator. Turn Valentini's Pink event raffle and fundraiser is October 25th, proceeds go to the Angel fund, an organization that helps families on Iron Range who have been affected by cancer. Precious Paws is also looking for volunteers their contact number is 254-3300.

Councilor Holewa reported that he attended the working session, PUC meeting, CIRSSD meeting, and safety committee.

Councilor Vake apologized for missing the last meeting as he was in Michigan with his volley ball team. The Community Foundation has a Halloween Burger Bash at Jim's on October 30th from 3:00- to 7:00 pm. Adult baskets are \$13; kiddie basket is \$10. Tickets are available from Board Members, including Councilor Vake. He will also be appearing in a hamburger costume. The Chamber board is doing surveys to get feedback on events and direction for the Chamber. The surveys will be sent to members first, please take the survey if you receive it. September is suicide prevention month, the volleyball team is honoring the month with a purple theme, please wear purple if you are attending the game. He suggests Vikings purple since they are 4 & O. Homecoming begins this Friday, there is a kick-off pep fest at 215, and Friday is hat and jersey day.

Mayor Lantz was absent.

Ambulance Director reported that under the Emergency Manager's hat, they have met with their public assistance delivery manager from FEMA in regards to the flooding earlier this year. The city did sustain some damage and is now going through the process of getting together with the FEMA manager, the department heads are getting data collected, such as damage assessments, fees, quotes, progress reports on what has been fixed and what they hope to improve. It is ongoing with more meetings planned and 2-4 days of site visits from FEMA. If you have questions please reach out as she is the point of contact. There have been 712 calls, and six just today for EMS.

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They have picked up a bit on their EMS calls. Ambulance #3 is expected to be delivered in late October, will have to program and install the computers and radios once it is here, and plans on responding to calls in early November. Director Larson responded to Councilor Halverson's question regarding if Redhead was on the list for FEMA. Yes, FEMA has been educated as to what Redhead is and how important it is to the city. FEMA likes to stress mitigation, so that things are better. Since accessibility is an issue at Redhead, Director Maruska has been very busy organizing the taking of photos and videos to make sure everything is documented.

Fire Chief Masucci was absent.

Police Chief Manner did not have a report.

Building Official Galli reported that there have been 632 building permits issued, with the majority being roofing permits. She is working on the IRRR Residential Redevelopment grant and will have the resolution coming at the next council meeting (3 single family dwellings and 3 garages).

City Consultant Engineer Johnson reported that the 5th Street Project is going along very well, utility work is all done, the new lift station is in place and operating, the sidewalk crew will be back end of this week or early next week, final grading for the easterly block is being prepped ready for gravel, and boulevards are getting ready for sod. They are expecting that next week to get the streets ready to and finish up the curb and gutter, then the first base coat of black top. Public Works Supervisor Folstad reported that mill and overlay started today, they have received a few calls. They are expecting the milling machine on Monday. The hanging plants were taken down, they are using a great new vendor out of Grand Rapids, they lasted longer than they ever have, it's a huge investment, and they look beautiful. The sweeper will be out as soon as more leaves come down, they are done patching, and are now grinding stumps and back on trees. He continues to work on the 90k grant, has submitted some work orders and will bring back to the council for final approval.

Parks/Trails/Recreation Director reported that flag football, with its new coordinator Coach Nelson has been going very well. He has a helper and they are teaching lots of skills and having extra practices with 29 players (up from last year). MCA Race is coming up in a couple of weeks, October 11-13th. There will be between 1600-1800 athletes, and estimated between 2500-3000 on site per day, which is good to know for the community and those promoting their businesses. They have been working with the Chisholm Chamber who is reaching out to members to provide discounts. They are still looking for volunteers for the race to help with parking. Director Maruska provided an update on Memorial Park, where there was a miscommunication with a couple of contractors that has resulted in a brand-new swing set.

Library Supervisor Christenson was absent.

Attorney Colleen Kosluchar did not have a report.

Clerk-Treasurer Ceglar did not have a report.

Paul Peltier, Executive Director from RAMS discussed with city council what RAMS is about and what they can do to be helpful to the City of Chisholm. They help to break down silos, build partnerships across geography, they advocate for their members, as it is a member first, range first organization. Director Peltier provided the RAMS history to the council and what they are focusing on. He shared a map of the taconite assistance area that shows where we are in relation to our neighbors. He asked council what their priorities are for the city and asked how RAMS can be helpful in the 2025 legislation and also provided a review of the 2024 legislative year. He talked about the housing efforts in the area, school royalty dollars, and EMS challenges. Council responded to his question about their concerns with housing concerns, school district funding, child care shortages, lack of incremental increases for funding, aged infrastructure, fiscal disparity, state grant administration, radios for EMS, and taxes. Director Peltier also addressed tax forfeit, resulting in blight, and questions about who manages it, who pays for it, how do you get control of it, how it is all connected, and how it falls back on the city. He encouraged everyone to bring the story, face, and impact back to him so he can help get others get involved. Administrator Skraba reported that she connected with St. Louis County about the Veterans picnic area and they had no concerns with the permit. The St. Louis County permit allowed the curb cut.

APPROVE THE CONSENT AGENDA

Moved by Councilor Holewa and supported by Councilor Fountain to Approve the Consent Agenda including the List of Bills, Communications, Meeting Minutes from the September 11, 2024 Regular Meeting, payroll, and overtime.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

RESOLUTION NUMBER 0924-77 APPROVING THE PREMISES PERMIT

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution Number 0924-77 Approving the Premises Permit to allow AMVETS Post 12 to conduct lawful gambling at Slovenski Dom, LLC.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

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**SET A PUBLIC HEARING DATE AND TIME FOR ADOPTION OF 5-YEAR CIP
INFRASTRUCTURE REPLACEMENT PLAN**

Moved by Councilor Holewa and supported by Councilor Vake to set a Public Hearing date and Time for Adoption of 5-year CIP Infrastructure Replacement Plan on Wednesday, October 9, 2024 at 5:00 pm.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

**RESOLUTION NUMBER 0924-78 COOPERATIVE AGREEMENT WITH ST. LOUIS
COUNTY FOR STREET MAINTENANCE**

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 0924-78 Cooperative Agreement with St. Louis County for Street Maintenance.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

RESOLUTION NUMBER 0924-79 DECLARING SURPLUS EQUIPMENT

Moved by Councilor Holewa and supported by Councilor Vake to adopt Resolution Number 0924-79 Declaring Surplus Equipment for fall auction by Do-Bid, vehicle #714 Ford Taurus, Vin # 1FAHP2M86DG212902.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

REQUEST TO PURCHASE 2023 CHEVROLET 1500 2X4 FOR GARBAGE DEPARTMENT

Moved by Councilor Halverson and supported by Councilor Holewa to approve the purchase of a 2023 Chevrolet 1500 2x4 for the garbage department.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

REQUEST TO PURCHASE LIFT GATE AND STROBE LIGHTS

Moved by Councilor Fountain and supported by Councilor Vake to approve the purchase of a lift gate, work accessories with strobe lights for the 2023 Chevrolet 1500 2x4 truck for the Garbage Department from United Truck Body of Duluth for \$5,370.00.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

**RESOLUTION NUMBER 0924-80 ACCEPTING DONATIONS TO THE CITY OF
CHISHOLM**

Moved by Councilor Vake and supported by Councilor Halverson to adopt Resolution Number 0924-80 Accepting Donation to the City of Chisholm in the amount of \$500.00 from the Chisholm Football Quarterback Club.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

**BARR ENGINEERING AGREEMENT FOR DESIGN AND CONSULTING STAGE 2 OF
PHASE III**

Moved by Councilor Fountain and supported by Councilor Holewa to approve the BARR Engineering Agreement for Design and Consulting Stage 2 of Phase III. Item # 3-Final (100%) Design, Trailhead, #4-Bidding Assistance, Trailhead, # 6-Bidding and Construction Administration Assistance, Skills Course, and #7-Construction Administration Services, Trailhead to contingent on funding.

Voting Aye: Councilors Mikkola-Rahja, Fountain, Holewa, and Vake

Voting Nay: Councilor Halverson

Absent: Mayor Lantz

Motion Carried

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**BARR ENGINEERING AGREEMENT FOR DESIGN AND BIDDING ASSISTANCE
SERVICES RELATED TO KIDDIE PUMP TRACK AND CONNECTOR TRAILS**

Moved by Councilor Holewa and supported by Councilor Vake to approve the BARR Engineering Agreement for Design and Bidding Assistance Services Related to Kiddie Pump Track and Connector Trails.

Voting Aye: Councilors Mikkola-Rahja, Fountain, Holewa, and Vake

Voting Nay: Councilor Halverson

Absent: Mayor Lantz

Motion Carried

**CITY OF CHISHOLM ADMINISTRATOR STEPHANIE SKRABA EMPLOYMENT
CONTRACT**

Moved by Councilor Fountain and supported by Councilor Holewa to approve the employment contract for the City Administrator Stephanie Skraba.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

TRUTH IN TAXATION PUBLIC HEARING DATE AND CERTIFICATION

Moved by Councilor Halverson and supported by Councilor Vake to schedule the Truth in Taxation Public Hearing Date and Certification for Wednesday, December 11, 2024 at 6:01 pm.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

RESOLUTION NUMBER 0924-81 PROPOSED TAX LEVY FOR 2025

Moved by Councilor Vake and supported by Councilor Holewa to adopt Resolution number 0924-81 Proposed Tax Levy for 2025 at 10%.

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

Voting Nay: Councilor Fountain

Absent: Mayor Lantz

Motion Carried

**RESOLUTION NUMBER 0924-82 AUTHORIZING THE CITY ADMINISTRATOR TO
MAKE APPLICATION TO THE CHISHOLM COMMUNITY FOUNDATION**

Moved by Councilor Fountain and supported by Councilor Holewa to adopt Resolution number 0924-82 Authorizing the City Administrator to Make Application to the Chisholm Community Foundation.

Voting Aye: Councilors Halverson, Mikkola-Rahja, Fountain, and Holewa

Voting Nay: None

Abstaining: Councilor Vake

Absent: Mayor Lantz

Motion Carried

**CHISHOLM AREA CHAMBER REQUEST FOR LAKE STREET TRICK OR TREAT AND
HOWL-O-WEEN PET PARADE**

Moved by Councilor Halverson and supported by Councilor Holewa to approve the Chisholm Area Chamber's request for barricades on Lake Street for Trick or Treat and Howl-o-ween Pet Parade on October 30, 2024 from 2:30 pm to 7:00 pm.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

ST. LOUIS COUNTY YOUTH IN ACTION REQUEST FOR DONATION

Moved by Councilor Holewa and supported by Councilor Fountain to approve the St. Louis County Youth in Action Request for Donation in the amount of \$500 and earmarked to support Chisholm Students.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

REBEKKAH ANDERSON EARLY ARTIST GRANT REQUEST

Moved by Councilor Vake and supported by Councilor Holewa to approve a letter from the city giving Rebekkah Anderson permission to do a mosaic public art installation in the city of Chisholm.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

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**SCHEDULE A JOINT MEETING WITH BALKAN TOWNSHIP FOR CANISTER SITE, FIRE
PROTECTION AND EMS**

Moved by Councilor Fountain and supported by Councilor Vake to schedule a Special Joint meeting with Balkan Township for canister site, fire protection and EMS on Tuesday, October 29th at 5:30 pm at the Balkan Community Center.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

IRRR MINELAND RECLAMATION MATCHING GRANTS

Councilor Halverson discussed information and possible action regarding IRRR Mineland Reclamation Matching Grants. IRRR has Mineland Reclamation matching grants that may be available for mine-slope repairs at Redhead. He requested discussion on whether the city can find up to \$30,000.00 that may be available from the 2024 budget to use as the match. This was informational only.

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Holewa and supported by Councilor Vake to adjourn the regular meeting at 7:07 pm.

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

Voting Nay: None

Absent: Mayor Lantz

Motion Carried

Attest:

/s/ Adam Lantz, Mayor

/s/ Stephanie Skraba, Administrator