

**CHISHOLM CITY COUNCIL
REGULAR MEETING – SEPTEMBER 28, 2022**

CALL TO ORDER

Council President 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 April Fountain, Marty Halverson, Adam Lantz and Travis Vake
Absent: Councilor Cheyenne Mikkola-Rahja and Mayor John A. Champa

Also present: Administrator Stephanie Skraba, Fire Chief Chris Masucci, Building/Zoning and Safety Director Mandy Galli, Consultant Engineer Jim Johnson, Public Works Supervisor Larry Folstad, Library Supervisor Katie Christenson, Confidential Administrative Assistant Susan Trunk, Eric Tweten with Mesabi Community TV.

ADOPT THE AGENDA

Moved by Councilor Halverson and supported by Councilor Fountain to adopt the agenda with additions: 1) Under Councilor Vake, to add Sports Complex to “Schedule Joint Meeting and Walk Through with School Board regarding the Facilities and Referendum.” 2) under Councilor Vake “Work to be done on football field”. 2) Documents “Letters to Council” supporting Clerk Treasurer FY 2022 Budget Amendment Memo. Move:1) Chamber Request for Street Closure on October 28th for the Trick-or-Treat & Pet Parade from Police Chief Manner to Administrator Skraba. 2) schedule a special meeting to discuss 3rd street project from Mayor Champa to Administrator Skraba. Correction of numbering sequence C1, CII, CIII, CIV to D, E, F, G.
Voting Aye: Councilors Fountain, Halverson, Lantz and Vake
Voting Nay: None
Absent: Councilor Mikkola-Rahja and Mayor Champa Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Fountain-No report.

Councilor Halverson reported that he met with MDC along with Administrator Skraba and Director Maruska regarding LCCMR grants administered to the state with results likely coming in January. He attended an IROC meeting the previous evening discussing Redhead.

Councilor Lantz reported he attended the Kid’s Day with the Fire Department and Ambulance. It was a beautiful day and a good show of the community coming out. Councilor Lantz would like to thank Lloyd Show, Patrick Pope and Chief Masucci for what they did with the fire department apparatus and trial run that the kids seemed to love. Last weekend the fire department was able to do a live burn on a house that was donated.

Councilor Mikkola-Rahja-Absent

Councilor Vake reported that the public will be seeing a lot of information coming out about the referendum from the school district. The school’s social media and informational campaign is starting this week.

Mayor Champa-Absent

Ambulance Director Davis-Absent

Fire Chief Masucci reported that Kids Day was really fun and the kids did an obstacle course. The department had an electrical vehicle fire training in Mountain Iron on the 15th where they reviewed different vehicles, how to shut them down when they are in a crash, extrication, cutting the vehicles up and the battery fires that pose a problem if they start on fire. It takes a lot of water to put out a battery fire and they can reignite weeks later. It was an excellent training with over a hundred participants. The training held on the donated house for burning was a very good training that went off without a hitch and they had perfect weather. He would like to thank Director Davis and her crew for the rehab, water supply and help with the house burn.

Police Chief, Manner -Absent

Building/Zoning and Safety Director Galli-No report.

Consultant Engineer Johnson-No report.

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Public Works Supervisor Folstad reported that the 15 mph school zone signs around the Vaughan-Steffensrud Elementary school will be installed once fiber and gas line are done. The city workers are continuing to make the switch to fall and winter months. Hibbing Taconite will receive potable water from Chisholm. Hibbing Taconite donated a large amount of road material that is waste to them but valuable to the city of Chisholm. The city is continuing to work towards resolving flooding issues, paving alleys and recently reviewed camera views of the 40-inch storm sewers which are clear.

Parks, Trails, & Recreation Director Maruska reported that Kari Kilen finished hiking 1000 miles at Redhead. Kari compared it to walking to Memphis. For more coverage on her hike, keep an eye out on KBGR, there should be an article in the DNT, and there was already an article in the Mesabi Tribune. It has been a positive review of Redhead and hiking as a great use of the trails. The MCA race coming in October preparations are going well. Contact Director Maruska to volunteer for parking. She is in touch with local businesses who want to sell Redhead merchandise. The skate park overlay that was approved at the last meeting is now weather dependent. She is hoping for a delayed winter but it may be pushed to next year. There are some kids showing up at the Youth Center but not enough. Schools are making announcements about the Youth Center and she hopes to have pre-pandemic numbers. There will be a Halloween party with a date yet to be determined. She is waiting on some other organization's dates so there is not an overlap in festivities. She will be passing out candy for Halloween when the kids have the downtown trick-or-treat and pet parade. There are three teams for flag football, they are very competitive, parents are coaching from the sidelines and there is lots of energy on and off the field. The Parks, Trails and Recs Board Meeting will have a tour of the parks to determine capital needs, re-look at the 10-year capital needs and do some priority adjusting if needed. Solar lights on Longyear are going up so when you are walking at night you will see more lights.

Library Supervisor Katie Christenson-No report

City Attorney Bryan Lindsay-Absent

Clerk-Treasurer Eileen Zah reported that on September 23rd Absentee Voting began and continues through November 7th. You can come to City Hall for an Absentee Ballot. At the end of October, the City needs to send out published sum notices of the public accuracy test that takes place before November 8th General election. The General Election is on Tuesday, November 8, 2022. Susie Ruper, Sr. Coordinator from the Northeast Cooperative who provides our medical coverage came and provided an opportunity for staff to interact and ask questions.

Administrator Stephanie Skraba reported as part of working diligently on the budget, they are creating a grants committee to focus on areas where they can look for grant opportunities, getting updates on available grants, attending workshops and pushing to get some of the bigger projects completed.

ACCEPT THE CONSENT AGENDA

Moved by Councilor Vake and supported by Councilor Halverson to Accept the Consent Agenda, including the List of Bills, Communications-adding a request for the City Council Representative to the HRA to reach out to the HRA to add to their August 18th, 2022 Minutes the public participation portion and to correct Commissioner Erikson's attendance. Payroll and Overtime, Minutes from September 14, 2022 Regular Meeting with additions: 1) by Councilor Fountain to have the letters reminding Council, Board, and Commission members of policies and expectations to also include city employees and September 20, 2022 Working Session with the correction of Councilor Fountain was not absent but arrived at 7:00 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

RESOLUTION NUMBER 0922-88 LIBRARY DONATION

Moved by Councilor Fountain and supported by Councilor Vake to adopt Resolution Number 0922-88 accepting the donation of \$100 from Steve Ritter for the Library.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

FINE FREE LIBRARY

Moved by Councilor Fountain and supported by Councilor Vake to approve the Chisholm Public Library to be fine free status for books not returned by their due date.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

FY 2022 BUDGET AMMENDMENT NOTIFICATION

Clerk-Treasurer Zah presented FY 2022 Budget Amendment Notification information for multiple departments. This was informational only.

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TRUTH IN TAXATION PUBLIC HEARING DATE & CERTIFICATION

Moved by Councilor Fountain and supported by Councilor Vake to schedule a Truth in Taxation Public Hearing on Wednesday, December 14, 2022 at 6:01 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

2023 PROPOSED CITY TAX LEVY

Moved by Councilor Halverson and supported by Councilor Vake to set the initial Tax Levy at 7%.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

COMMITTEE SELECTION FOR PUBLIC SAFETY BUILDING RFP

Moved by Councilor Vake and supported by Councilor Fountain to appoint Councilor Halverson, Councilor Lantz, Mayor Champa, Fire Chief Masucci, Police Chief Manner, Ambulance Director Davis, Consultant Engineer Johnson, Public Works Supervisor Folstad, Building Official/Zoning/Safety Director Galli and Administrator Skraba to the Public Safety Building RFP Committee.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

NORTHERN WIRELESS SPACE LEASE AGREEMENT

Moved by Councilor Halverson and supported by Councilor Vake to approve the Lease Agreement with Northern Wireless for the equipment they have at City Hall.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

SPECIAL MEETING WITH THE TOWNSHIP OF BALKAN

Moved by Councilor Halverson and supported by Councilor Vake to schedule a meeting with the Township of Balkan to discuss the Fire Protection Agreement on Monday, October 24, 2022 at 6:00 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

**LAKE STREET ROAD CLOSURE FOR OCTOBER 28, 2022 TICK-OR-TREAT
AND PET PARADE**

Moved by Councilor Fountain and supported by Councilor Vake to approve the request from the Chisholm Chamber of Commerce to close roads (from after the entry to Keyboard Liquor to the alley after Kiwanis Park) for the “Lake Street Trick-or-Treat and Howl-o-Ween Pet Parade” on October 28, 2022 from 2:30 pm to 7:00 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

**SCHEDULE A SPECIAL MEETING TO DISCUSS 3RD STREET PROJECT AND ST. LOUIS
COUNTY/ESSENTIA PURPOSED DAYCARE AND MEDICAL FACILITY**

Moved by Councilor Halverson and supported by Councilor Fountain to schedule a Special Meeting to discuss the 3rd Street Project and St. Louis County/Essentia purposed daycare/medical facility located in Chisholm on October 18, 2022 at 5:30 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

SCHEDULE A JOINT MEETING AND WALKTHROUGH WITH THE SCHOOL BOARD

Moved by Councilor Vake and supported by Councilor Halverson to schedule a joint meeting and walkthrough with the School Board regarding the facilities, referendum and sports complex on Wednesday, October 12, 2022 at 3:30 pm at the Chisholm Elementary School.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

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FOOTBALL FIELD IMPROVEMENTS

Moved by Councilor Fountain and supported by Councilor Halverson to approve the school to develop a plan to make improvements to the football field and to bring those plans back to council prior to the work being done on the field.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

ADJOURN REGULAR COUNCIL MEETING

Moved by Councilor Vake supported by Councilor Fountain to adjourn the Regular Meeting at 6:30 pm.

Voting Aye: Councilors Fountain, Halverson, Lantz and Vake

Voting Nay: None

Absent: Councilor Mikkola-Rahja and Mayor Champa

Motion Carried

Attest:

/s/ John A. Champa, Mayor

/s/ Stephanie Skraba, Administrator