

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – SEPTEMBER 9, 2020**

**CALL TO ORDER**

Mayor John Champa called the City Council Meeting to order at 5:32 p.m. The meeting was held via Zoom video teleconference instead of in person due to the COVID-19 coronavirus pandemic and Minnesota Governor Walz's Executive Orders. All votes were done by roll call vote.

**ROLL CALL**

Present: Council Members Tracy Campbell, April Fountain, Adam Lantz, Travis Vake, Jim Varda, and Mayor John Champa

Absent: None

Also present: City Clerk-Treasurer/Administrator Bill Manney, City Attorney Bryan Lindsey, Building Official Mandy Galli, Consultant Engineer Jim Johnson, Fire Chief Bob Brown, Library Supervisor Katie Christenson (left meeting at 6:50 p.m.) Police Chief Vern Manner, Public Works Supervisor Larry Folstad, Recreation Director Tammy Nevalainen, Administrative Assistant Margaret Gornick, Marie Tolonen with the Chisholm Tribune Press, Terry Hartikka with Mesabi Community Television, Melissa Petrangelo Scaia, Jeff Sterle with Sterle & Company, LTD; and EDA Consultants Wayne Kangas & Rebekkah Anderson

**ADOPT THE AGENDA**

Moved by Councilor Campbell and supported by Councilor Vake to adopt the agenda with two additions and one change: add item 7A1) Resolution No. 0920-71 Repair or Removal of Hazardous Conditions Located at 319 3<sup>rd</sup> Ave NW and add Melissa Petrangelo Scaia under Public Participation. Change minor wording on agenda item 7C1) Resolution No. 0920-68  
Voting Aye: All Motion Carried

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC PARTICIPATION**

Melissa Petrangelo Scaia expressed her concerns regarding a letter that Mayor John A. Champa signed, endorsing President Trump & Vice President Pence in their reelection campaign. She asked City Attorney Bryan Lindsay for his legal opinion on this matter. City Attorney Bryan Lindsay responded that although there is a fine line as to Mayor Champa signing the letter as Mayor Champa versus John A. Champa, his legal opinion is that Mayor Champa did not do anything illegal when he signed the letter as Mayor Champa. In the letter that Ms. Scaia is referring to, there was no call to action, so therefore Mayor Champa did not violate MN Statute 211B.09. City Attorney Bryan Lindsay said his preference or the best practice is to avoid using these types of signature blocks (signing a letter as Mayor Champa) when endorsing something of a personal nature. Mayor Champa acknowledged that he has signed letters as Mayor Champa in the past, in support of Polymet, Twin Metals, Line 3, and also to admonish Governor Walz on his handling of Essar Steel. He feels when he is signing these letters it is on a personal level and not on behalf of the citizens of Chisholm. Each council member was given the opportunity to comment or to share their concerns regarding the letter.

Jeff Sterle with Sterle & Company gave the council and staff members an overview of the 2019 audit.

**REPORTS**

Councilor Campbell reported the Police Department will be holding interviews on September 17<sup>th</sup>. Councilor Lantz reported he attended his first Fire Department meeting serving in the role of the council liaison to the Fire Department. He said he was sad to see Councilor and Fire Fighter Jim Varda retire from the Fire Department. The department had 15 calls last month & a few mutual aid calls in Hibbing for active fires. They had a good turnout from the department at the mutual aid calls. Last month, Steve Brunette celebrated his 27<sup>th</sup> anniversary with the Fire Department.

Councilor Vake reported the softball season is wrapping up and everything has gone very well. He thanked Larry Folstad and his crew for taking care of the fields and he thanked Tammy Nevalainen for supporting the leagues. They had a great turnout and it was great for the city. He received numerous emails and phone calls from people thanking him for having the leagues this year. The playoffs are left and that will be it for this year.

Councilor Varda talked to several people who told him how great it was to have the softball leagues this year.

Mayor Champa said it was nice to see kids back in school. He said the Esko school had one case of COVID. This is very difficult, uncharted territory.

Consultant Engineer Jim Johnson reported he is working on a 10-year capital improvement program for potential projects. He put information in the council members mailboxes at City Hall and asked the council to add to the list and to rank the list of potential projects.

Public Works Supervisor Larry Folstad reported the AT&T 5G tower on the Chisholm water tower is about ready to go live. He is working with Mesabi Sign Company from Virginia on the installation of the east entrance sign and this project is moving forward. Public Works is working short staffed due to vacations and a manpower shortage, they are preparing for the change of seasons and putting summer things away and will work on the snowplows, snowblowers, etc. The smoke testing will tentatively start on October 12<sup>th</sup>. Information will be in the October utility bill. The garbage cart rollout will begin the week of October 19<sup>th</sup> and information will be in the October PUC billing. He is excited that people will be able to personalize their garbage cans & he may run some contests.

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – SEPTEMBER 9, 2020  
(Continued)**

Donovan Construction is the contractor that MN Power hired to work on the LED street light upgrade. He is excited to be bringing on two more employees in Public Works and two casual labor staff. He gave an update on the electric car parking stations.

Fire Chief Bob Brown thanked Councilor Lantz for recognizing Councilor Varda (10 years) and Steve Brunette (27 years) for their years of service with the Fire Department. The department is having equipment problems, engine 1 was repaired recently and engine 2 currently has battery issues. He is working with the Town of Balkan on issues that they had recently where damage was caused by vandalism from someone who shot at the pipes on one of the tanks and one of the other tanks is leaking He is working with St. Louis County for guidebooks and with the State of MN for training webinars. Call loads are up. He stressed the importance of having working carbon monoxide detectors that are less than 10 years old and are located within 10 feet of sleeping spaces.

Library Supervisor Katie Christenson reported the process started today for the utility box wraps and they have two artists in mind for the artwork. She is hoping the wraps will be installed by Nick's Signs next week.

Recreation Director Tammy Nevalainen reported the sub-contractor worked on the Pickle Ball courts to correct the striping issues. Donny Quirk with the school contacted her to see if he can use the bocce ball building for his physical-education students. She requested a COVID-19 plan from him and told him the kids will not be able to use the restroom inside. There is a portable restroom near the outside for their use. She talked to Larry Folstad about using the benches from the main street outside at the skating rink this winter. She is looking at putting the lights on a timer switch so the public can use the facility.

City Attorney Bryan Lindsay responded to Councilor Vake's question on the Ordinance for unoccupied lots, and he will have a draft amending Ordinance 94.05 for Nuisance Parking and Storage for the next City council meeting.

Administrator Bill Manney thanked Councilor Fountain for her expertise and skill with her work on the City of Chisholm website. He encouraged people to vote early via mail or online. They can call 254-7900 for information on absentee voting. He is excited for the Economic Development Coordinator Stephanie Skraba to start on Monday, September 14, 2020. The EDA/CDA has a number of projects and there is a lot for her to do. He will funnel work to her, at first, so she is not overwhelmed.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Lantz and supported by Councilor Vake to accept the Consent Agenda, including the List of Bills, Minutes of the previous August 26, 2020 Regular Meeting, Payroll and Overtime.

Voting Aye: All

Motion Carried

**UNFINISHED BUSINESS:**

**CARES ACT FUNDING**

Motion by Councilor Campbell and supported by Councilor Fountain to approve the current spending recommendations from Scott Sosalla with Architectural Resources, Inc. for safety upgrades to City Hall and the Library for an approximate amount of \$68,600.00 and for the recommendations of EDA Consultants Rebekkah Anderson and Wayne Kangas for an approximate amount of \$184,366.00 from the CARES Act Funding. The total is \$252,966.00 which leaves approximately \$64,000.00 of the CARES Act Funding to be spent by November 15, 2020.

Voting Aye: All

Motion Carried

**NEW BUSINESS:**

**RESOLUTION NO. 0920-71 ORDERING THE REPAIR OR  
REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT 319 3<sup>RD</sup> AVE NW**

Motion by Councilor Fountain and supported by Councilor Lantz to adopt Resolution No. 0920-71 to order the property owner of parcel code 020-0150-01830 to repair or remove the hazardous conditions located at 319 3<sup>rd</sup> Avenue NW.

Voting Aye: All

Motion Carried

**ORDER TO REMOVE BUILDING LOCATED AT 319 3<sup>RD</sup> AVE NW**

Moved by Councilor Campbell and supported by Councilor Vake to order the property owner of parcel code 020-0150-01830 to correct a hazardous condition or remove the buildings located at 319 3<sup>rd</sup> Avenue NW.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – SEPTEMBER 9, 2020  
(Continued)**

**RESOLUTION NO. 0920-67 DECLARE SURPLUS EQUIPMENT FOR 2020**

Motion by Councilor Lantz and supported by Councilor Vake to adopt Resolution No. 0920-67 to authorize the following items to be auctioned with Do-Bid Online Auctions (Oberfoell Auctioneers) of Buhl, MN.

- 247 CAT Skid Loader
- 55 - T5 Lights
- Backhoe and Skid Loader Bucket
- Older Military Trailer
- Old Tires and Rims
- Retired Fire Department equipment: Forced Air Gas Powered Fans X2 and All Purpose Metal Saw
- 4 Cylinder Kubota Engine from previously burnt Commercial Lawn Mower
- Trailer System Cement Bag Mixer

Voting Aye: All

Motion Carried

**SHORT, ELLIOTT, & HENDRICKSON, (SEH) INC. PROFESSIONAL  
SERVICES AGREEMENT FOR 3<sup>RD</sup> STREET NW PROJECT**

Moved by Councilor Lantz and supported by Councilor Varda to approve the Professional Services Agreement for SEH, Inc. to provide construction engineering services (administration, staking, and observation) for the 3rd Street NW Improvement Project. The services are to be provided on an hourly cost basis with a maximum cost-not-to-exceed of \$135,000.00.

Voting Aye: All

Motion Carried

**RESOLUTION NO. 0920-68 FROM CITY ATTORNEY BRYAN LINDSAY  
REAFFIRMING THE NEUTRALITY OF THE CITY COUNCIL & OFFICIALS**

Moved by Councilor Campbell and supported by Councilor Fountain to adopt Resolution No. 0920-68 to reaffirm the neutrality of the City Council, Officials and Employees of the City of Chisholm and to reaffirm its commitment, as a unit of government, to be and remain neutral and non-partisan by requiring that no employee or official of the City may use their official authority or influence to compel any person to apply for membership in or become a member of a political organization, to pay or promise to pay a political contribution, or to take part in political activity. Councilors Campbell and Fountain amended the motion and support to include directing City Attorney Bryan Lindsay to add language to the Code of Conduct Policy to reaffirm the neutrality of council members, officials and employees of the City of Chisholm.

Voting Aye: Councilors Campbell, Fountain, Vake, Varda and Mayor Champa

Voting No: Councilor Lantz

Motion Carried

**REDHEAD MOUNTAIN BIKE PARK  
MN DISCOVERY CENTER CONTRACT FOR CINEMATIC VIDEOS**

Moved by Councilor Vake and supported by Councilor Lantz to authorize payment of \$30,050.00 to the MN Discovery Center for economic development services by approving the contract that MN Discovery Center entered into agreement with Old Saw Media of Duluth, MN to provide Cinematic Videos for the Redhead Mountain Bike Park. The services provided will be a Crowdfunder Video, Short Documentary, General Promotional Video, 7 Supporting Crowdfunder Videos and 150 Professional Photo's.

Voting Aye: Councilors Campbell, Fountain, Lantz, Vake, and Mayor Champa

Voting No: Councilor Varda

Motion Carried

**JOHN COOK PROPOSAL FOR CONSULTING SERVICES**

Moved by Councilor Vake and supported by Councilor Lantz to hire John Michael Cook of Hibbing, MN, as a consultant to the City of Chisholm and the EDA/CDA for a fee of \$40,000.00 to create an actionable plan that will show how the existing infrastructure and amenities are interconnected and interwoven amongst themselves throughout Chisholm.

Voting Aye: All

Motion Carried

**JIM'S SPORTS CLUB BAR & GRILL REQUEST TO LIFT NOISE ORDINANCE**

Moved by Councilor Lantz and supported by Councilor Varda to grant the request from Kelly Harris with Jim's Sports Club to lift the noise ordinance on Saturday, September 19, 2020 to host a band on their outside patio from 8:00 p.m. – 12:00 p.m. during the Citywide Festival for the 7<sup>th</sup> Annual Schnorr Mudfest.

Voting Aye: Councilors Lantz, Vake, Varda and Mayor Champa

Voting No: Councilors Campbell and Fountain

Motion Carried

**RESOLUTION NO. 0920-69 ADJUSTING ENTRIES FOR 2019**

Motion by Councilor Fountain and supported by Councilor Campbell to adopt Resolution No. 0920-69 to authorize year end entries for the year ended December 31, 2019.

Councilors Fountain and Campbell amended the motion to include correcting the date in Resolution No. 0920-69 and changing it from 2018 to 2019.

Voting Aye: All

Motion Carried

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – SEPTEMBER 9, 2020  
(Continued)**

RES. NO. 0920-70 PROCLAMATION FOR INFANTS REMEMBERED IN SILENCE

Motion by Councilor Varda and supported by Councilor Lantz to adopt Resolution No. 0920-70 to proclaim October 15, 2020 as Pregnancy and Infant Loss Remembrance Day.  
Voting Aye: All Motion Carried

COVID-19 PLAN FOR SCHNORR MUDFEST EVENT

Moved by Councilor Lantz and supported by Councilor Varda to approve the COVID-19 plan for the 7<sup>th</sup> Annual Schnorr Mudfest event to be held on Saturday, September 19, 2020.  
Voting Aye: Councilors Lantz, Vake, Varda and Mayor Champa  
Voting No: Councilors Campbell and Fountain Motion Carried

PUBLIC SAFETY BUILDING BID TO GENERAL  
CONTRACTOR OR HIRE CONSTRUCTION MANAGER

Moved by Councilor Campbell and supported by Councilor Lantz to bid the Public Safety Building to a general contractor.  
Voting Aye: All Motion Carried

PUBLIC SAFETY BUILDING VALUE ENGINEERING & ALTERNATE BID ITEMS

Moved by Councilor Lantz and supported by Councilor Vake to accept the recommendations of the City of Chisholm's owner's representative, Scott Sosalla of Architectural Resources, Inc. for the value engineering and alternate bid items for the Public Safety Building.  
Voting Aye: All Motion Carried

SCHEDULE WORKING SESSION FOR LEAGUE OF MN CITIES TRAINING

Moved by Councilor Lantz and supported by Councilor Vake to schedule a working session on Wednesday, February 17, 2021 at 5:00 p.m. for League of Minnesota Cities training. The venue will be determined at a later date.  
Voting Aye: All Motion Carried

LETTERS TO ESTABLISHMENTS FOR CITY WIDE FESTIVAL

Moved by Councilor Varda and supported by Councilor Lantz to direct Administrator Manney to draft letters to the establishments regarding their need to make a formal request to the City and to provide the appropriate Certificate of Insurance regarding their desired participation in conjunction with the Citywide Festival during the 7<sup>th</sup> Annual Schnorr Mudfest Event on Saturday, September 19, 2020.  
Voting Aye: All Motion Carried

ACCEPT LOUIS J. CIANNI'S LETTER OF RESIGNATION  
FROM THE ECONOMIC DEVELOPMENT AUTHORITY (EDA) BOARD

Moved by Councilor Campbell and supported by Councilor Vake to accept Louis J. Cianni's resignation from the EDA board, effective immediately and to thank him for his years of service.  
Voting Aye: All Motion Carried

MISCELLANEOUS ITEMS

- 1) Councilor Vake would like the committee to meet with the school to negotiate the Sports Complex contract. He would like to include the new Economic Development Coordinator, Stephanie Skraba in the meeting.

ADJOURN MEETING

Moved by Councilor Lantz and supported by Councilor Campbell to adjourn the regular meeting at 7:54 p.m.  
Voting Aye: All Motion Carried

\_\_\_\_\_  
/s/ John A. Champa  
Mayor

Attest:

\_\_\_\_\_  
/s/ William Manney  
City Clerk-Treasurer/Administrator