

**CHISHOLM CITY COUNCIL  
REGULAR MEETING – April 12, 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, Halverson, Rahja, K. Scaia, Varda, and Mayor T. Scaia

Absent: None

Also Present: City Clerk-Treasurer/Administrator Katie Bobich, City Attorney Bryan Lindsay, Building Official Steve Erickson, Consulting Engineer Jim Johnson; Mike Larson, Jason Chopp & Emily Major with SEH; Police Chief Vern Manner, Recreation Director Tammy Nevalainen and Administrative Assistant Margaret Gornick

ADOPT THE AGENDA

Moved by Councilor Campbell and supported by Councilor Varda to adopt the Agenda with one addition: 7F9) Request from Northern St. Louis County Sexual Assault Program for Teal Ribbons on Light Poles.

Voting Aye: All

Motion Carried

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC PARTICIPATION

None

REPORTS

Councilor Campbell attended the presentation on March 29, 2017 for the potential Public Safety/City Hall/Community Center building site. She attended the Columbarium meeting on March 1, 2017, the Truck Driver Committee meeting on April 5, 2017 & the Police Commission meeting. Adopt an Area Program areas are available to adopt. Please call City Hall at 254-7900 to discuss areas available for adoption.

Councilor Rahja attended the Chisholm Beautification (CBA) meeting & reported it will be five years in September since the Bruce Mine Headframe Project was pursued. City Attorney Bryan Lindsay contacted Attorney Prebich on Mr. Zentz behalf. He reported they are looking for a written statement from Mr. Zentz. The CBA applied for a grant from the Chisholm Community Foundation to purchase two benches to be put near the Iron Man statue. She also attended the Central Iron Range Sanitary Sewer District meeting.

Councilor K. Scaia attended the Chisholm Lion's Club meeting, they currently have 24 members, Frank Urbia is the chairman. They originally disbanded in 1986. He attended the Iron Range Youth in Action, they are expanding their program. He attended the listening session with Congressman Nolan in Virginia today.

Councilor Varda would like to start an "Adopt a Fire Hydrant Program" for clearing snow around them in the winter. He attended the Parks & Recreation Board meeting and the Youth Center meeting.

Councilor Halverson attended the informal Public Information meeting for the Lakeview Area Project. He met with two engineers from Short, Elliott & Hendrickson (SEH).

Mayor Todd Scaia attended the United Way annual meeting and accepted an award for the City of Chisholm for housing the supplies for the Back Pack Program. He attended the Cleveland Cliff's annual update meeting at the MN Discovery Center which was very well attended. Northern Traxx ATV Club received a permit from St. Louis County and they cleaned up lots of trash from Jordan Location. He congratulated the "Bulldogs" on their outstanding hockey season.

Police Chief Vern Manner reported his staff is actively working on blight in the problematic areas. The Police Commission met and appointed James Vukad to the Captain's position. Calendar parking on Lake Street is in effect with the two hour parking limits being enforced. The street sweeper will be out in the morning to clean up areas. The City of Chisholm has provided dog bag stations throughout the City and one is located in "Kiwanis Park" across from the O'Neil building. There is a camera in the park that may be used to enforce fines to pet owners that are not picking up dog feces in the park area. Warnings have been given recently, to pet owners that were not complying.

Fire Chief Bob Brown reported that organizations have contacted him to volunteer on projects, he felt this would be a good fit for the "Adopt a Fire Hydrant" program. He updated the Council on the various training that is going on with the Fire Department staff. They had their annual health checkup & three health issues are predominant: 1) Heart Attacks, 2) Cancer & 3) Personal Well-Being. Chaplain Breitbarth has worked with the staff in the past & continues to do so. They hired two new Volunteer Firefighters. He reminded the public that fire danger is getting high this time of year, that they need permits for burning & to be mindful of neighbors when having outdoor fire pits lit. He also requested the public to make sure they have working smoke & carbon monoxide detectors.

Recreation Director Tammy Nevalainen announced the Think Spring event at the Youth Center is tonight. The deadline for the Summer Recreation positions is tomorrow, with interviews taking place next week. The bocce ball renovation project is almost complete. Soccer teams are all set. Councilor Campbell requested basketball hoops at the Curling Club and Tammy responded that they currently have portable basketball hoops available during the summer recreation program. Tennis nets will be put up on the tennis courts as soon as Tammy contacts Public Works Team Coordinator Don Haenke.

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City Clerk-Treasurer/Administrator Katie Bobich announced the Truck Driver position for applications closed, there were forty five (45) applicants. The Selection Committee will be holding interviews on Wednesday, April 19, 2017 for the Truck Driver position, they will be interviewing ten (10) candidates. She attended the "MN Workforce Center Tour", which held a panel session in Duluth that Senator Amy Klobuchar organized where Senator Klobuchar stated they will be looking at one trillion dollars to go towards infrastructure. She will be attending Congressman Rick Nolan's listening session in Hoyt Lakes tomorrow. She thanked the Downtown Revitalization Unveiling for the presentation they gave at the library, there were 40 citizens in attendance.

**ACCEPT THE CONSENT AGENDA**

Moved by Councilor Rahja and supported by Councilor K. Scaia to accept the Consent Agenda, including the List of Bills, Communications, Minutes of the previous City Council Meeting of March 22, 2017 Regular Meeting, March 29, 2017 Special Meeting, Payroll and Overtime.  
Voting Aye: All Motion Carried

**LIQUIDATED DAMAGES – 5<sup>TH</sup> AVE NW PROJECT- MESABI BITUMINOUS**

Moved by Councilor K. Scaia and supported by Councilor Rahja to authorize payment of \$7,200.00 (of the \$25,000 withheld for liquidated damages) to Mesabi Bituminous, Inc. for the 5<sup>th</sup> Avenue NW project.  
Voting Aye: Council Members Campbell, Rahja, K. Scaia, Varda and Mayor T. Scaia Motion Carried  
Voting No: Council Member Halverson

**RESOLUTION NO. 0417-48 AMENDED CEMETERY & COLUMBARIUM RATES**

Moved by Councilor Campbell and supported by Councilor K. Scaia to adopt Resolution No. 0417-48 to increase the Cemetery rates and establish Columbarium niche rates effective September 1, 2017.  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0417-49 ESTABLISHING THE CHISHOLM SUMMER  
RECREATION PROGRAM SEASONAL EMPLOYEE GUIDEBOOK**

Moved by Councilor Varda and supported by Councilor Rahja to adopt Resolution No. 0417-49 to establish the Chisholm Summer Recreation Program Seasonal Employee Guidebook.  
Voting Aye: All Motion Carried

**ORDINANCE NO. 8, 3<sup>RD</sup> SERIES, FIRST READING, AMENDING CHAPTER  
"153.06 ADMINISTRATION" OF THE CITY CODE ENTITLED "ZONING CODE  
LAND USE REGULATIONS**

First reading of Ordinance No. 8, 3<sup>rd</sup> Series, First Reading, Amending Chapter "153.06 Administration" of the City Code Entitled "Zoning Code Land Use Regulations to increase the variance fees from \$125.00 to \$400.00.

**FRIENDS OF ED WALBERG, JR. ATV MEMORIAL RIDE REQUEST**

Moved by Councilor K. Scaia and supported by Councilor Campbell to grant the request of the Friends of Ed Walberg, Jr. for the City to provide barricades on a portion of Lake Street on Saturday, April 29, 2017 from 10:00 a.m. – 12:00 p.m. Fire Chief Bob Brown recommended maintaining a 20 foot driving lane to allow for emergency vehicles. Police Chief Vern Manner, Fire Chief Bob Brown will coordinate the blocking off of the streets with the organizer of the ATV Memorial Ride, John Champa.  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0417-45 ACCEPT BIDS  
AWARD CONTRACT FOR 11<sup>TH</sup> STREET NW PROJECT**

Moved by Councilor Campbell and supported by Councilor K. Scaia to adopt Resolution No. 0417-45 to accept bids and award the contract to Jola & Sopp Excavating of Virginia, MN for the amount of \$249, 674.50 for the 11<sup>th</sup> Street NW infrastructure improvement project. Included in the motion is the addition of a change order for 2400 square yards of geotextile fabric and geogrid material as a measure to create a layer of reinforcement.  
Voting Aye: All Motion Carried

**SEH, INC. PROFESSIONAL SERVICES AGREEMENT FOR 11<sup>TH</sup> STREET NW**

Moved by Councilor Campbell and supported by Councilor Rahja to enter into agreement with SEH, Inc. for construction administration, staking and observation for the 11<sup>th</sup> Street NW Project between 3<sup>rd</sup> Avenue NW & 2<sup>nd</sup> Avenue NW for an amount not to exceed \$34,500.00.  
Voting Aye: All Motion Carried

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**RESOLUTION NO. 0417-46 APPROVE PLANS, SPECS, ADVERTISE FOR BIDS  
FOR LAKEVIEW ADDITION AREA INFRASTRUCTURE IMPROVEMENT PROJECT**

Moved by Councilor K. Scaia and supported by Councilor Campbell to adopt Resolution No. 0417-46 to approve plans, specs and advertise for bids for the Lakeview Addition Area Infrastructure Improvement Project.

Moved by Councilor K. Scaia & supported by Councilor Campbell to amend the motion to include adding geotextile fabric and geogrid material as a measure to create a layer of reinforcement.  
Voting Aye: All Motion Carried

**RESOLUTION NO. 0417-47 APPROVE PLANS, SPECS, ADVERTISE FOR BIDS  
FOR 4<sup>TH</sup> AVENUE SW STREET IMPROVEMENT PROJECT**

Moved by Councilor Campbell and supported by Councilor Halverson to adopt Resolution No. 0417-47 to approve plans, specs and advertise for bids for the 4<sup>th</sup> Avenue SW Street Improvement Project. Included in the motion is to add geotextile fabric and geogrid material as a measure to create a layer of reinforcement.

Voting Aye: All Motion Carried

**RESOLUTION NO. 0417-44 AMENDED CREDIT CARD USE POLICY**

Moved by Councilor Campbell and supported by Councilor Rahja to adopt Resolution No. 0417-44 to approve the amended Credit Card Policy as presented.

Voting Aye: All Motion Carried

**RESOLUTION NO. 0417-43 APPOINT CASUAL, SEASONAL LABORERS**

Moved by Councilor Varda and supported by Councilor Halverson to adopt Resolution No. 0417-43 to appoint fifteen (15) casual, seasonal laborers at a rate not to exceed \$9.50 per hour.

Voting Aye: All Motion Carried

**EAST RANGE READY MIX, INC. LAND LEASE AGREEMENT**

Moved by Councilor Varda and supported by Councilor K. Scaia to enter into agreement with East Range Ready Mix for the lease of land located in Chisholm Industrial Park at the rate of \$1,000.00 per month commencing on May 1, 2017 and terminating on January 1, 2018.

Voting Aye: All Motion Carried

**RATIFY AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES  
(AFSCME) LOCAL 536 CONTRACT AGREEMENT**

Moved by Councilor Campbell and supported by Councilor Halverson to ratify the AFSCME agreement for a term of January 1, 2017 – December 31, 2019 with salary increases retroactive to January 1, 2017.

Voting Aye: All Motion Carried

**CHAMBER OF COMMERCE REQUEST TO DECLARE CITY WIDE FESTIVAL**

Moved by Councilor Campbell and supported by Councilor Varda to grant the request of the Chisholm Chamber of Commerce to declare Friday, May 5, 2017, starting at 5:00 p.m., a City Wide Festival in observance of the Chamber of Commerce annual Doc "Moonlight" Graham Days Beer Tasting Pub Crawl Fundraiser.

Voting Aye: All Motion Carried

**ALL CLASS REUNION EVENT SCHEDULE & DECLARE CITY WIDE FESTIVAL**

Moved by Councilor Campbell and supported by Councilor K. Scaia to amend item #1 of the 2017 Chisholm All Class Reunion Committee's list of requests to the City of Chisholm to declare Saturday, August 5, 2017 through Sunday, August 13, 2017 as a City Wide Festival in observance of the Chisholm Community Foundation Fundraiser, "Slide the City" event & the 2017 Chisholm All Class Reunion.

Voting Aye: All Motion Carried

**ACCEPT JON LANYK'S LETTER OF RESIGNATION**

Moved by Councilor Varda and supported by Councilor K. Scaia to accept Chisholm Volunteer Firefighter, Jon Lanyk's resignation, effective March 31, 2017, due to his retirement.

Voting Aye: All Motion Carried

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**DALCO FINDINGS – YELLOW REFUSE BAGS**

Colonial Bag Corporation of Carol Stream, IL performed tests to samples of yellow refuse bags. The sampled bags did not show any evidence of defect. This was an informational item, no action taken.

**HIRE PUBLIC SAFETY BUILDING CONSULTANT**

Moved by Councilor K. Scaia and supported by Councilor Varda to hire Kraus-Anderson Development Company (KA) to serve as a consultant to the City of Chisholm for the potential development of a Public Safety, City Hall & Community Center Facility.  
Moved by Councilor K. Scaia and supported by Councilor Varda to amend the motion to include the recommendation to start negotiations with Kraus Anderson Development Company and appoint a committee of Mayor Todd Scaia, City Attorney Bryan Lindsay, Council Member Marty Halverson, Consultant Engineer Jim Johnson & Administrator Katie Bobich to serve as committee members for the negotiation process.  
Voting Aye: All Motion Carried

**REQUEST FROM NORTHERN ST. LOUIS COUNTY  
SEXUAL ASSAULT PROGRAM FOR TEAL RIBBONS ON LIGHT POLES**

Moved by Councilor K. Scaia and supported by Councilor Campbell to grant the request from Northern St. Louis County Sexual Assault Program to put teal colored ribbons on City light poles during the month of April.  
Voting Aye: All Motion Carried

**RECESS TO EXECUTIVE SESSION TO DISCUSS IRONBOUND STUDIO'S**

Moved by Councilor Campbell and supported by Councilor Rahja to recess to Executive Session, after a brief break, the Executive Session was called to order at 7:08 p.m. to discuss Ironbound Studio's.  
Voting Aye: All Motion Carried

**ADJOURN EXECUTIVE SESSION**

Moved by Councilor Campbell and supported by Councilor Varda to adjourn the Executive Session at 7:42 p.m.  
Voting Aye: All Motion Carried

**RECONVENE REGULAR COUNCIL MEETING**

Moved by Councilor Campbell and supported by Councilor Varda to reconvene the Regular Council Meeting at 7:43 p.m.  
Voting Aye: All Motion Carried

**ADJOURN COUNCIL MEETING**

Moved by Councilor K. Scaia and supported by Councilor Varda to adjourn the Council Meeting at 7:44 p.m.  
Voting Aye: All Motion Carried

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/s/ Todd A. Scaia  
Mayor

Attest:

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/s/ Katherine A. Bobich  
City Clerk-Treasurer/Administrator