

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday February 16, 2022**

TIME AND PLACE: A Regular meeting of the Hibbing City Council was held on Wednesday, February 16, 2022 in the City Hall Council Chamber

CALL TO ORDER: Mayor Rick J. Cannata called the meeting to order at 5:01 p.m.

ATTENDANCE: Present at roll call Mayor Rick J. Cannata, Councilor James Bayliss, Councilor Tim Harkonen, Councilor Jennifer Hoffman Saccoman, Councilor Justin Fosso and Councilor John Schweiberger. Also present were City Administrator Greg Pruszinske, Executive Assistant Candie Seppala, City Attorney Andy Borland, Clerk-Treasurer Sheena Mulner, and City Engineer Jesse Story. Chief of Police Steve Estey was absent.

ADDs/DELETES:

- **ADD: LICENSES AND PERMITS #3, #4 & #5**

APPROVAL OF MINUTES:

Councilor Harkonen, supported by Councilor Bayliss, moved to approve the minutes of the Reorganizational and Regular Hibbing City Council Meeting of February 2, 2022.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Consent Agenda #s 1-6.

Motion CARRIED

1. Approve Accounts Payable dated:
 - 02/10/2022, Check #'s 171615-171703, in the amount of \$218,748.16
 - 02/16/2022, Check #'s 171704-171719, in the amount of \$74,713.54
2. Approve City Payroll for the pay period ending:
 - 01/28/2022, checks #168227-168242, in the amount of \$ 521,857.87
3. Approve the external hire of a full-time Greaser/Skilled Labor Position in the Public Works Department

4. Set the City Council Ward 4 Interviews for Wednesday, February 23, 2022 at 5:00 p.m. in the Hibbing City Hall Council Chamber
5. Set the next Regular City Council Meeting for Wednesday, March 2, 2022 at 5:00 p.m. in the Hibbing City Hall Council Chamber
6. Set the next City Council Workshop for Wednesday, March 2, 2022 following the City Council Meeting in the Hibbing City Hall Council Chamber

PUBLIC FORUM:

DEPARTMENT AND COMMITTEE REPORTS:

Approve the Performance Review Policy for Exempt Employees using the Performance Review Form

Human Resource Director Theresa Tourville explained they have been busy updating policies. This Performance Review Policy is only applicable to Exempt Employees; that being Supervisors or those that directly report to the City Administrator. Human Resource Director Tourville stated that City Administrator Greg Pruszinske came up with a very good evaluation tool; this is to be used to communicate with the Supervisor, the City Administrator, and communicate what the goals of the Organization is as a whole. City Attorney Andy Borland asked Human Resource Director Tourville if the Council would use this to evaluate the City Administrator, when it is time for those evaluations; Human Resource Director Tourville stated that was not discussed, this is strictly for the Supervisors.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the Performance Review Policy for Exempt Employees using the Performance Review Form.

Discussion: Mayor Rick J. Cannata thanked Human Resource Director Tourville and City Administrator Pruszinske for working on this and getting something in place for the City.

Motion CARRIED

Approve the out-of-state travel for Officer Brittany Dillinger to attend the Electronic Detection K9 training in Greenfield, Indiana from February 27- March 12, 2022

City Administrator Greg Pruszinske explained the request from the Police Department is for approval for this out-of-state travel for Officer Brittany Dillinger to attend this training, and all costs associated with this training will be paid through the Operation Underground Railroad Grant.

Councilor Harkonen, supported by Councilor Fosso, moved to approve the out-of-state travel for Officer Brittany Dillinger to attend the Electronic Detection K9 training in Greenfield, Indiana from February 27- March 12, 2022.

Motion CARRIED

Offer RESOLUTION NO. 22-02-03 REGARDING THE ISSUANCE OF GENERAL OBLIGATION EQUIPMENT CERTIFICATES OF INDEBTEDNESS

Clerk-Treasurer Sheena Mulner explained that this Resolution is the next step to issuing the Equipment Certificates. Clerk-Treasurer Mulner stated the City's Municipal Advisor from Baker Tilly recommends offering this debt to a few of our local banks; they would then come back to the Council with the proposals that were received and a recommendation.

Councilor Schweiberger, supported by Councilor Bayliss, moved to Offer RESOLUTION NO. 22-02-03 REGARDING THE ISSUANCE OF GENERAL OBLIGATION EQUIPMENT CERTIFICATES OF INDEBTEDNESS.

Motion CARRIED

Offer RESOLUTION NO. 22-02-04 APPROVING CHARITABLE GAMBLING AUTHORIZATION TO EVELETH ELKS CHARITABLE GAMBLING ORGANIZATION

City Administrator Greg Pruszinske stated that he is offering this Resolution to approve Charitable Gambling for the Eveleth Elks Charitable Gambling Organization.

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to Offer RESOLUTION NO. 22-02-04 APPROVING CHARITABLE GAMBLING AUTHORIZATION TO EVELETH ELKS CHARITABLE GAMBLING ORGANIZATION.

Motion CARRIED

BIDS AND QUOTES:

Approve security camera wiring at the Memorial Building to finish up camera installation from Tromco Electric in the amount of \$6,567.00

City Services Director Nick Arola explained this is for the security cameras at the Memorial Building and it would wrap up the electrical and cabling throughout the building; the previous Council approval last summer was for the cameras and the IRN.

Councilor Bayliss, supported by Councilor Harkonen, moved to approve security camera wiring at the Memorial Building to finish up camera installation from Tromco Electric in the amount of \$6,567.00.

Discussion: Councilor Hoffman Saccoman asked City Services Director Arola if there is signage in the lobby of the Memorial Building stating there are security cameras in use; City Services Director Arola stated yes the main entrance does have that signage, he would check to see if the South entrance also has signage.

Motion CARRIED

Approve the purchase of 15 – 6-yard rear load containers for the Sanitation Department from Hartel's Disposal in the amount of \$26,250

City Engineer Jesse Story explained this quote is to purchase 15 – 6-yard containers for the Sanitation Department. This is a budgeted item, and there is \$30,000 budgeted for these containers.

Councilor Bayliss, supported by Councilor Fosso, moved to approve the purchase of 15 – 6-yard rear load containers for the Sanitation Department from Hartel's Disposal in the amount of \$26,250.

Motion CARRIED

Approve the purchase and installation of an Overhead Door and Opener for the Recycle Center from Dynamic Garage Door in the amount of \$7,400

City Engineer Story explained this is a quote for an overhead door and opener for the Recycling Building. This is a budgeted item, and there is \$8,500 budgeted for this overhead door and opener.

Councilor Harkonen, supported by Schweiberger, moved to approve the purchase and installation of an Overhead Door and Opener for the Recycle Center from Dynamic Garage Door in the amount of \$7,400.

Discussion: Mayor Cannata told City Engineer Story it looks really good when you go to the Recycling Center now, much better than it did. City Engineer Story stated that the employees have put in a lot of time to make it easier for people to get in and out. Mayor Cannata added it is more secure as well.

Motion CARRIED

Approve the purchase of a 2012 Dodge Caravan from Ford of Hibbing in the amount of \$10,882.50

City Administrator Pruszinske explained the request from the Police Department is for approval to purchase a 2012 Dodge Caravan from Ford of Hibbing; the van would be purchased using drug forfeiture funds. City Administrator Pruszinske stated the Departments Task Force Officer would use the van for drug surveillance operations. The

Department currently has a vehicle used for this purpose, that vehicle has mechanical problems that are not worth fixing and so it will be rotated out.

Councilor Bayliss, supported by Councilor Hoffman Saccoman, moved to approve the purchase of a 2012 Dodge Caravan from Ford of Hibbing in the amount of \$10,882.50.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Harkonen, supported by Councilor Fosso, moved to approve the 2022 Massage Therapy License of Paula VanBaalen, Ohana Therapeutic Massage, 208 East Howard Street, Hibbing.

Motion CARRIED

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve the Special Event Permit Application of The Shifters Car Club to hold the 29th Annual Shifters Blast from the Past Car Show in Bennett Park on Saturday, June 4, 2022.

Motion CARRIED

Councilor Fosso, supported by Councilor Hoffman Saccoman, moved to approve the Raffle Permit Application Request of the Minnesota Forest Zone Trappers Association to hold their Raffle on Wednesday, October 19, 2022 at the Hibbing Memorial Building Dining Room.

Motion CARRIED

Councilor Harkonen, supported by Councilor Bayliss, moved to approve the Bingo (Raffle) Permit Application Request of the Red Rock Riders ATV Club to hold their Bingo on March 9, March 16, March 23 and March 30, 2022 at the Hibbing Elk's Lodge.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve Raffle Permit Application Request of the Hibbing Junior Olympic Volleyball Booster Club to hold their Raffle on Monday, March 28, 2022 at Boomtown Brewery & Woodfire Grill.

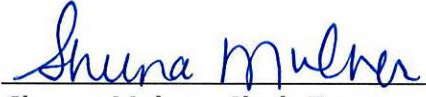
Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:15 p.m. by Councilor Harkonen and supported by Councilor Bayliss.

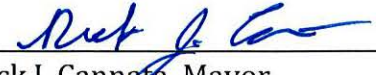
Motion CARRIED

CITY OF HIBBING

ATTEST:



Sheena Mulner, Clerk-Treasurer



Rick J. Cannata, Mayor