

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday February 2, 2022**

TIME AND PLACE: A Reorganizational and Regular meeting of the Hibbing City Council was held on Wednesday, February 2, 2022 in the City Hall Council Chamber

CALL TO ORDER: Mayor Rick J. Cannata called the meeting to order at 5:00 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, City Engineer Jesse Story, and Chief of Police Steve Estey.

ADDs/DELETES:

- **ADD: BIDS AND QUOTES #4b**

CITY OF HIBBING POLICE DEPARTMENT OATH OF OFFICE:

- **Kyle Horton**

Councilor Harkonen read the oaths swearing in Kyle Horton and Chief of Police Steve Estey, pinned the newly sworn-in officer. Mayor Cannata welcomed him to his new position.

APPROVAL OF MINUTES:

Councilor Harkonen, supported by Councilor Bayliss, moved to approve the minutes of the Reorganizational and Regular Hibbing City Council Meeting of January 19, 2022.

Motion CARRIED

CONSENT AGENDA:

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the Consent Agenda #s 1-4.

Motion CARRIED

1. Approve Accounts Payable dated:
 - 01/28/2022, Clerk's Office draft in the amount of \$1,020.00
 - 01/28/2022, Check #'s 171511-171614 in the amount of \$458,762.17

2. Approve City Payroll for the pay period ending:
 - 01/15/2022, checks #168215-168226, in the amount of \$ 547,920.33
3. Set the next Regular Hibbing City Council Meeting for Wednesday, February 16, 2022 at 5:00 p.m. at City Hall in the Hibbing City Hall Council Chamber
4. Set the next Hibbing City Council Workshop for Wednesday, February 16, 2022 following the Hibbing City Council Meeting at City Hall in the Hibbing City Hall Council Chamber

PUBLIC FORUM:

DEPARTMENT AND COMMITTEE REPORTS:

Authorize Writing off Cycle 1 Garbage/Sewer Account Charges to RCB with 40% Interest

City Clerk-Treasurer Sheena Mulner explained this was discussed in the last Council Workshop; HPU stopped collecting on delinquent accounts in early 2020 when Covid hit. Typically the City collects on delinquent accounts via Special Assessment, but these accounts missed the November 30 certification date. HPU is writing off their delinquent services to RCB with 40% interest charge to help offset the RCB fee. City Clerk-Treasurer Mulner is asking to write off Cycle 1 charges to RCB with 40% interest; the amount she is requesting to write off is \$26,111.

Councilor Bayliss, supported by Councilor Fosso, moved to authorize Writing off Cycle 1 Garbage/Sewer Account Charges to RCB with 40% Interest.

Motion CARRIED

Offer RESOLUTION NO. 22-02-01 MAKING A DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPEDITURES FROM AN ISSUE OF TAX-EXEMPT BONDS

City Clerk-Treasurer Mulner explained there are three agenda items that have been budgeted to be purchased and paid for with equipment bonds. These items are a Street Sweeper, a Fire Department vehicle and a Police Department vehicle; the amount is not to exceed \$415,000. City Clerk-Treasurer Mulner explained that due to supply chain issues and chip shortages, there have been extensive lead times on purchases. City Clerk-Treasurer Mulner explained that some Department Heads have reached out to her; in some situations they can lock in current prices or secure inventory that is already in stock, if they are able to commit to the purchases that were budgeted now. This Resolution will allow the City to bond for these purchases.

Councilor Fosso, supported by Councilor Harkonen, moved to Offer RESOLUTION NO. 22-02-01 MAKINING A DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPEDITURES FROM AN ISSUE OF TAX-EXEMPT BONDS.

Motion CARRIED

Offer RESOLUTION NO. 22-02-02 APPROVING A PLAT EXEMPTION FOR JOHN AND BETH CARPENTER REGARDING THEIR PROPERTY AT 2425 HIGHWAY 37, HIBBING, MINNESOTA

Building Official Pat Green explained that the applicants, John and Beth Carpenter are proposing to have two properties that they own change in size; one will increase in size and one will decrease in size. Their proposal is also increasing the size of their neighbor's property. All three of the parcels will meet minimum size requirements for the S-R zoning district they are located in. The Planning Commission recommended approval unanimously.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to Offer RESOLUTION NO. 22-02-02 APPROVING A PLAT EXEMPTION FOR JOHN AND BETH CARPENTER REGARDING THEIR PROPERTY AT 2425 HIGHWAY 37, HIBBING, MINNESOTA.

Motion CARRIED

Authorize the out-of-state- travel request for Captain Nick Kenjalo to attend drug interdiction training in Fargo, North Dakota June 13-15, 2022

Police Chief Steve Estey explained that Captain Kenjalo is looking to attend a drug interdiction training in Fargo, and he is looking for approval so he can move forward with this training.

Councilor Harkonen, supported by Councilor Schweiberger, moved to authorize the out-of-state- travel request for Captain Nick Kenjalo to attend drug interdiction training in Fargo, North Dakota June 13-15, 2022.

Discussion: Mayor Cannata thanked Police Chief Estey and his department for all they have been doing with training, getting another K9 etc.

Motion CARRIED

Approve the job description for the Community Development Director

City Administrator Greg Pruszinske explained the form overlay he used, the format and the length of the job description may be different from what the Council has seen in the past, he thinks it better quantifies the job and what the City is looking for. He also noted a couple of edits to the job description that were made after the Council packets went out.

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the job description for the Community Development Director.

Discussion: Councilor Hoffman Saccoman and Mayor Cannata thanked City Administrator Pruszinske for the hard work he and others put into this.

Motion CARRIED

City Administrator's Report

City Administrator Pruszinske stated that now that the Community Development Director job description has been approved, they would start the recruiting phase. They are working on the recruiting documents, once they are complete the Councilors will all receive a copy of them; there will also be a commercial for the recruiting phase.

City Administrator Pruszinske stated that he wanted to point out to the Council that the 2022 Legislative Session started on Monday and will go until May; the City has a list of priorities, the biggest being the Public Safety Building. They will keep the Council and the general public up to date on the progress with that.

BIDS AND QUOTES:

Approve the quote for a Toro Workman HDX UTV from MTI in the amount of \$30,281.16

City Services Director Nick Arola explained he is looking for approval for a heavy duty utility cart. This cart would go to the ball fields, the golf course and all of the parks; and it is compatible with all the current attachments. This will be replacing the 1997 Toro, and it is a budgeted item. It came in a little over budget, but City Services Director Arola feels they will be able to cut back in other areas.

Councilor Schweiberger, supported by Councilor Harkonen, moved to approve the quote for a Toro Workman HDX UTV from MTI in the amount of \$30,281.16.

Motion CARRIED

Approve the State Bid for a new sweeper from Macqueen Equipment. Elgin Broom Bear Sweeper in the amount not to exceed \$294,464.00 (This will be purchased through 2022 Equipment Certificates)

City Engineer Jesse Story explained that they received a State Bid for a new sweeper for the Public Works Department. This new sweeper will replace the 1997 sweeper that is not functional and will be declared as surplus equipment in the near future. The City has two other sweepers that are functional, but are nearing the end of their useful life. They were able to secure this piece of equipment, so we should get it in under 6 months.

Councilor Bayliss, supported by Councilor Fosso, moved to approve the State Bid for a new sweeper from Macqueen Equipment, Elgin Broom Bear Sweeper in the amount not to exceed \$294,464.00 (This will be purchased through 2022 Equipment Certificates).

Motion CARRIED

Approve the purchase and up-fitting for a 2022 Chevrolet Tahoe SSV from North Country GM in the amount not to exceed \$55,333.18 (This will be purchased through 2022 Equipment Certificates)

Fire Chief Erik Jankila Stated this is a budgeted item; it is higher than was budgeted for because of cost increases, and they feel they can get the cost down a little still.

Councilor Bayliss, supported by Schweiberger, moved to approve the purchase and up-fitting for a 2022 Chevrolet Tahoe SSV from North Country GM in the amount not to exceed \$55,333.18 (This will be purchased through 2022 Equipment Certificates).

Discussion: Councilor Hoffman Saccoman asked Fire Chief Jankila how this vehicle is used in the fleet. Fire Chief Jankila explained that currently they have two squad cars, one of which is beyond repair; they would retire the one squad car. Fire Chief Jankila explained he does the most driving, so he would take the new vehicle and his current vehicle with 125,000 miles on it is in good shape would go to the Fire Marshall who does not have a vehicle. Mayor Cannata asked Fire Chief Jankila how far out this vehicle was; Fire Chief Jankila stated they were told a build date of February and that they should see it in April.

Motion CARRIED

Approve the purchase of a 2022 Ford Explorer from Ford of Hibbing in the amount not to exceed \$35,322.40 and squad up-fitting costs in the amount not to exceed \$21,000

Chief of Police Estey explained this is budgeted with levy money along with K9 donations.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the purchase of a 2022 Ford Explorer from Ford of Hibbing in the amount not to exceed \$35,322.40 and squad up-fitting costs in the amount not to exceed \$21,000.

Motion CARRIED

Approve the purchase of a 2022 Ford Explorer from Ford of Hibbing in the amount not to exceed \$35,322.40 and squad up-fitting costs in the amount not to exceed \$17,600, which will be purchased through 2022 Equipment Certificates

Chief of Police Estey explained this will be purchased through 2022 Equipment Certificates.

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the purchase of a 2022 Ford Explorer from Ford of Hibbing in the amount not to exceed \$35,322.40 and squad up-fitting costs in the amount not to exceed \$17,600, which will be purchased through 2022 Equipment Certificates.

Discussion: Mayor Cannata asked Chief of Police Estey how far out these vehicles are expected; Chief of Police Estey stated they were told June. Councilor Bayliss asked Chief of Police Estey where the fleet is at, do we still need more vehicles; Chief of Police Estey stated he thinks we are about caught up; the squads ordered last February should be here next week.

Motion CARRIED

Approve the upgrades to 3 HD channels through Mediacom in the amount of \$1,309.64 with a total amount of \$5,309.64 (\$4,000 was approved at the November 21, 2018 City Council Meeting)

City Administrator Pruszinske explained he is looking for approval to upgrade to 3 HD channels through Mediacom for a total amount of \$5,309.64; \$4,000 of that amount was previously approved.

Councilor Harkonen, supported by Councilor Bayliss, moved to approve the upgrades to 3 HD channels through Mediacom in the amount of \$1,309.64 with a total amount of \$5,309.64 (\$4,000 was approved at the November 21, 2018 City Council Meeting).

Motion CARRIED

Approve the annual Service Contract for software and equipment with AVI Systems, Inc. in the amount of \$9,830

City Administrator Pruszinske explained he is looking for approval for the annual Service Contract for software and equipment with AVI Systems, Inc. in the amount of \$9,830.

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the annual Service Contract for software and equipment with AVI Systems, Inc. in the amount of \$9,830.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Harkonen, supported by Councilor Fosso, moved to approve the 2022 Mechanical Amusement Device License Renewal of Pizza Ranch #2380.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve the 2022 Mechanical Amusement Device License Renewal of Walmart #2937.

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve the 2022 Massage Therapy License Renewal of Ashley Johnson of Ohana Therapeutic Massage, 208 East Howard Street, Hibbing.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Harkonen, moved to approve the Raffle Permit Application Request of Hibbing Little League to hold their raffle on Monday, August 1, 2022 at the Little League Field in Bennett Park.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Raffle Permit Application Request of Hibbing High School Trap-shooting Team to hold their raffle on Saturday, May 21, 2022 at the Hibbing Trap Club.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:26 p.m. by Councilor Harkonen and supported by Councilor Bayliss.

Motion CARRIED

CITY OF HIBBING

ATTEST: Sheena Mulner
Sheena Mulner, Clerk-Treasurer

Rick J. Cannata
Rick J. Cannata, Mayor