

**THE MINUTES OF THE REORGANIZATIONAL AND REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday, January 19, 2022**

TIME AND PLACE: A Reorganizational and Regular meeting of the Hibbing City Council was held on Wednesday, January 19, 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, Sr. Executive Assistant Candie Seppala, City Attorney Andy Borland, Clerk-Treasurer Sheena Mulner, City Engineer Jesse Story, and Chief of Police Steve Estey.

Mayor Cannata stated he was not able to attend the previous meeting, however the Pledge of Allegiance was said at that meeting as it always is said at the first meeting of the year. Mayor Cannata thanked Councilor Harkonen for being Acting Mayor and running that meeting for him.

REORGANIZATION MEETING

Mayor Cannata, supported by Councilor Bayliss, moved to designate Councilor Harkonen (who accepted) as Acting Mayor for 2022 to act in the absence of the Mayor when he is not able to be present to perform his official duties.

Motion CARRIED

Councilor Harkonen, supported by Councilor Fosso, moved to designate the Mesabi Tribune as the official newspaper for City business for 2022.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Bayliss, moved to designate Depositories for 2022: Park State Bank, US Bank, Wells Fargo Bank, Security State Bank, National Bank of Commerce, 4M Fund, Wells Fargo Advisors, US Bank Investment Services, Inc., and Wells Fargo Investment Services.

Motion CARRIED

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve the respective depositories designated safekeeping entities.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Harkonen, moved to designate Andy Borland of Sellman Borland and Simon Law Office as the City of Hibbing Attorney for 2022.

Discussion: Mayor Cannata stated that maybe next year the City should consider going out for Request For Proposals.

Motion CARRIED

Councilor Bayliss, supported by Councilor Schweiberger, moved to set the Mayor's Contingency Fund for 2022 at \$5,000 as set forth by State law.

Motion CARRIED

Appointment of Councilors to City Boards and Committees

Mayor Cannata nominated Councilor Harkonen to be on the Safety Committee (Councilor Harkonen accepted) supported by Councilor Hoffman Saccoman moved to appoint Councilor Harkonen to the 2022 Safety Committee.

Motion CARRIED

Mayor Cannata nominated Councilor Fosso to be on the Insurance Committee (Councilor Fosso accepted) supported by Councilor Bayliss moved to appoint Councilor Fosso to the 2022 Insurance Committee.

Motion CARRIED

Mayor Cannata nominated Councilor Hoffman Saccoman to be on the Hibbing Economic Development Authority (Councilor Hoffman Saccoman accepted) supported by Councilor Bayliss moved to appoint Councilor Hoffman Saccoman to the Hibbing Economic Development Authority.

Motion CARRIED

Mayor Cannata nominated Councilor Schweiberger to be on the Hibbing Economic Development Authority (Councilor Schweiberger accepted) supported by Councilor Bayliss moved to appoint Councilor Schweiberger to the Hibbing Economic Development Authority.

Motion CARRIED

Mayor Cannata nominated Mayor Cannata to be on the Hibbing Economic Development Authority (Mayor Cannata accepted) supported by Councilor Bayliss moved to appoint Mayor Cannata to the Hibbing Economic Development Authority.

Motion CARRIED

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to appoint the Mayor and City Engineer as the City's Weed Inspector and Assistant Weed Inspector for 2022, as set forth by State law.

Motion CARRIED

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve City Clerk's Appointment of Erin Husmann as the Deputy Clerk for 2022.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to set bond for City Clerk-Treasurer and City Administrator for 2022 at \$500,000.

Motion CARRIED

Councilor Harkonen, supported by Councilor Fosso, moved to set the regular meetings of the Hibbing City Council for the 1st and 3rd Wednesdays of each month at 5:00 p.m. in the City Hall Council Chamber, with exceptions due to scheduling conflicts.

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to set the Workshops of the Hibbing City Council following the Regular City Council meetings which will be held on the 1st and 3rd Wednesdays of each month in the City Hall Council Chamber, with exceptions due to scheduling conflicts.

Motion CARRIED

REGULAR MEETING

ADDs/DELETES:

- **ADD:** **CONSENT AGENDA #8 & #9**
- **MODIFY:** **BIDS AND QUOTES #1a**
- **DELETE:** **BIDS AND QUOTES #2a**

APPROVAL OF MINUTES:

Councilor Harkonen, supported by Councilor Fosso, moved to approve the minutes of the Regular Hibbing City Council Meeting of January 5, 2022.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the Consent Agenda #s 1-9.

Motion CARRIED

1. Approve Accounts Payable dated:
 - 01/10/2022, Clerk's Office draft in the amount of \$261,300
 - 01/13/2022, Check #'s 171447-171510 in the amount of \$529,074.77
2. Approve City Payroll for the pay period ending:
 - 12/31/2021, checks #168208-168214, in the amount of \$ 597,272.17
3. Authorize the Human Resource Director to submit the Pay Equity Report to MMB for data in place December 31, 2021
4. Authorize the hire of Kyle Horton for the position of Patrol Officer within the Hibbing Police Department with a January 20, 2022 start date
5. Set the Hibbing City Council Workshop for Wednesday, January 19, 2022 following the Hibbing City Council Meeting at City Hall in the Hibbing City Hall Council Chamber
6. Set the next Regular Hibbing City Council Meeting for Wednesday, February 2, 2022 at 5:00 p.m. at City Hall in the Hibbing City Hall Council Chamber
7. Set the next Hibbing City Council Workshop for Wednesday, February 2, 2022 following the Hibbing City Council Meeting at City Hall in the Hibbing City Hall Council Chamber
8. Authorize Milliman to perform the GASB 75 OPEB actuarial valuation and prepare the results for the fiscal years ending December 31, 2021 and December 31, 2022
9. Authorize the City to recruit candidate applications to fill the Councilor Vacancy for Ward 4

PUBLIC FORUM:

BIDS AND QUOTES:

Approve the quote from Frontier Precision for the purchase of a Trimble R12 GPS unit in the amount of \$23,889.70 (This includes a \$4,500 trade-in)

City Engineer Jesse Story explained that the current GPS unit is an R10 and is about 10 years old. It is a small computer and is getting outdated. This GPS unit is used a lot, and the price includes a trade in for the R10.

Councilor Harkonen, supported by Councilor Schweiberger, moved to approve the quote from Frontier Precision for the purchase of a Trimble R12 GPS unit in the amount of \$23,889.70 (This includes a \$4,500 trade-in).

Motion CARRIED

Approve the rebuild of the main lift pump for the trickling filter and replace all of the major wear parts, excluding the impeller and bowl, from Applied Industrial Technology in the amount of \$47,697.50 (Subject to final changes)

Waste Water Superintendent David Hurd explained that this major lift pump was installed in 2004 and there has not been a need for any maintenance on it since. Currently it only pumps about half as much as it should, which is not enough. We will not know the extent of what needs to be replaced until it is pulled out to rebuild. This is a budgeted item.

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the rebuild of the main lift pump for the trickling filter and replace all of the major wear parts, excluding the impeller and bowl, from Applied Industrial Technology in the amount of \$47,697.50 (Subject to final changes).

Motion CARRIED

DEPARTMENT AND COMMITTEE REPORTS:

Authorize the Mayor to sign the lease agreement for the Turf Equipment Mower from MTI

City Services Director Nick Arola explained that this is the official lease agreement from Huntington National Bank and MTI Distributing is where the mower will come from.

Councilor Fosso, supported by Councilor Bayliss, moved to authorize the Mayor to sign the lease agreement for the Turf Equipment Mower from MTI.

Motion CARRIED

Authorize the City of Hibbing to follow the sewer rate schedule laid out by Baker Tilly of 1% per year

City Clerk-Treasurer Sheena Mulner explained this is the Sewer Rate Study that was completed for the City by Baker Tilly. The City Sewer Fund does not currently have the amounts recommended by the Baker Tilly Study. She recommends the City follow the study that was completed and increase the sewer rates by 1% effective February 1, 2022.

Councilor Schweiberger, supported by Councilor Harkonen, moved to authorize the City of Hibbing to follow the sewer rate schedule laid out by Baker Tilly of 1% per year.

Discussion: Mayor Cannata asked City Clerk-Treasurer Mulner if this was not followed up on; City Clerk-Treasurer Mulner stated that the City was given the Study last summer, and we are adopting the Study. It is looked at the end of every year and last year the rates were increased February 1st, so this would be next years recommended increase of 1%. City Clerk-Treasurer Mulner stated that she looked at the funds balance and we are not at the recommended rate yet.

Motion CARRIED

Offer RESOLUTION NO. 22-01-01 ACCEPTING DONATIONS FROM THE HOFFMAN SACCOMAN FAMILY FOUNDATION AND ROSY FROST KIRK FUND FOR THE PERFORMING ARTS OF HIBBING FOUNDATION IN THE AMOUNTS OF \$1,200 EACH TO HOST THE COURAGEOUS CONVERSATIONS TRAINING ON IMPLICIT BIAS AND SOCIAL JUSTICE

Chief of Police Steve Estey explained that this Resolution is to accept two donations for \$1,200 each that were used for two trainings that were held this week.

Councilor Bayliss, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-01-01 ACCEPTING DONATIONS FROM THE HOFFMAN SACCOMAN FAMILY FOUNDATION AND ROSY FROST KIRK FUND FOR THE PERFORMING ARTS OF HIBBING FOUNDATION IN THE AMOUNTS OF \$1,200 EACH TO HOST THE COURAGEOUS CONVERSATIONS TRAINING ON IMPLICIT BIAS AND SOCIAL JUSTICE.

Discussion: Chief of Police Estey stated that through a collaboration they were able to put on a 2-day training in our community that surpassed his expectations. There was a training given at the High School for grades 3 thru 12 on Tuesday. Today there was a training given to the Officers of the Hibbing Police Department, along with other area Law Enforcement Officers. Both the presentations were well received and he would recommend the City have this Presenter come to Hibbing and speak again. Chief of Police Estey stated he wanted to thank Councilor Hoffman Saccoman as she did a lot to make this happen.

Motion CARRIED

Councilor Hoffman Saccoman ABSTAINED

Offer RESOLUTION NO. 22-01-02 ACCEPTING THE \$1,000 DONATION FROM Z'UP NORTH REALTY FOR THE ELECTRONIC DETECTION K9

Chief of Police Steve Estey explained that this Resolution is to accept a donation for \$1,000 that will be for the new Electric Detection K9.

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to offer RESOLUTION NO. 22-01-02 ACCEPTING THE \$1,000 DONATION FROM Z'UP NORTH REALTY FOR THE ELECTRONIC DETECTION K9.

Motion CARRIED

Authorize encumbering \$16,600 from the Police Department's 2021 Capital Budget for the delayed arrival of the 2022 Polaris Ranger from Mohawks Salvage

Chief of Police Steve Estey explained that the Council approved the purchase of a 2022 Polaris Ranger. It on backorder and he is asking to encumber that money from last year.

Councilor Schweiberger, supported by Councilor Bayliss, moved to authorize encumbering \$16,600 from the Police Department's 2021 Capital Budget for the delayed arrival of the 2022 Polaris Ranger from Mohawks Salvage.

Motion CARRIED

Offer RESOLUTION NO. 22-01-03 ACTING AS THE FISCAL AGENT TO ACCEPT FUNDS ON BEHALF OF EYE CLINIC NORTH

City Administrator Greg Pruszinske explained that this Resolution is to act as the Fiscal Agent and to accept funds on behalf of Eye Clinic North.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 22-01-03 ACTING AS THE FISCAL AGENT TO ACCEPT FUNDS ON BEHALF OF EYE CLINIC NORTH.

Motion CARRIED

City Administrator's Report

City Administrator Greg Pruszinske stated that he wanted to let everyone know that the Department Leadership group launched a United Way Campaign. All City Employees will have an opportunity to participate. City Administrator Greg Pruszinske stated that he feels it is great that City Employees value philanthropy, whether it be with time or financial resources.

BOARDS AND COMMISSIONS:

Chisholm Hibbing Airport Authority

- One Vacancy for a 3-year term ending 12/31/2024 for a Hibbing resident
Applicants
 - Jon Timpane

Councilor Harkonen, supported by Councilor Bayliss, moved to nominate Jon Timpane to one vacancy for a 3-year term ending December 31, 2024.

Motion CARRIED

Councilor Hoffman Saccoman ABSTAINED

Mayor Rick J. Cannata stated he wanted to thank Mr. Timpane for applying, and he encouraged any other interested residents to apply for vacancies on other City Boards as they come up.

LICENSES AND PERMITS:

Councilor Harkonen, supported by Councilor Schweiberger, moved to approve the 2022 On-Sale & Sunday Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Bayliss, supported by Councilor Hoffman Saccoman, moved to approve the 2022 Off-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the 2022 Off-Sale Brew Pub License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve the 2022 Wine On-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Harkonen, supported by Councilor Fosso, moved to approve the 2022 Club On-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the 2022 3.2 Beer On-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the Special Event Permit Application of Jason Husted & Matt Anderson to hold the 2022 Vintage Iron on the Range Vintage Snowmobile Ride to be held at Palmers Tavern on Saturday February 26, 2022.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:24 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