

HIBBING CITY COUNCIL
Wednesday, June 9, 2021
5:00 P.M. REGULAR MEETING

REVISED

Councilor James Bayliss	_____	HR Director Theresa Tourville	_____
Councilor Tim Harkonen	_____	Sr. Executive Assist Candie Seppala	_____
Councilor Jennifer Hoffman Saccoman	_____	City Engineer Jesse Story	_____
Councilor Jay Hildenbrand	_____	City Clerk-Treasurer Mary Ann Kepler	_____
Councilor Justin Fosso	_____	Chief of Police Steve Estey	_____
Councilor John Schweiberger	_____	City Attorney Andy Borland	_____
Mayor Rick J. Cannata	_____		

I. CALL TO ORDER:

II. CITY OF HIBBING POLICE DEPARTMENT OATH OF OFFICE

- **Kyle Kurtz**

III. ADDs/DELETes:

- ADD: CONSENT AGENDA #15 & # 16
- ADD: BIDS AND QUOTES #5b
- ADD: DEPARTMENT AND COMMITTEE REPORTS #5c
- DELETE: LICENSES & PERMITS #4
- ADD: LICENSES & PERMITS #5 & #6

IV. APPROVAL OF MINUTES:

- Approve the Minutes of the Regular Hibbing City Council Meeting of May 19, 2021

V. CONSENT AGENDA:

1. Approve Accounts Payable dated:
 - 05/27/2021, checks #169773-169864, in the amount of \$593,156.65
2. Approve City Payroll for pay period ending:
 - 05/21/2021, checks #167949-167961, in the amount of \$513,010.14
3. Authorize the Hibbing City Council to attend the K9 Chase Viewings on

- Tuesday, July 13, 2021 at 6 pm at the Hibbing Memorial Arena on the Arena Floor
 - Tuesday, August 10, 2021 at 6 pm at the Hibbing Memorial Arena on the Arena Floor
4. Authorize the revised job description for the City Clerk-Treasurer
 5. Authorize the Human Resources Director to advertise and post the City Clerk-Treasurer position at the salary range of \$86,000-\$125,000
 6. Authorize the Hibbing City Council to attend the Ribbon Cutting for Advanced Surgical Associates of Northern Minnesota on Monday, June 28, 2021 at 12:00 p.m. at 4325 9th Avenue West
 7. Declare surplus equipment and authorize City Engineer Jesse Story to place the surplus equipment on Public Auction
 8. Declare a 2013 Ford Escape as surplus and authorize Chief Steve Estey to place the vehicle up for auction
 9. Approve the Professional Services Agreement with Marsh & McLennan effective July 1, 2021 – June 30, 2022 for \$37,000 per year
 10. Approve the Recruitment Proposal for a City Administrator Search from GOVHRUSA per the terms outlined in the payments for Fees & Services
 11. Authorize an external posting for Skilled Labor/Greaser at the Public Works Garage
 12. Set the next Committee of the Whole Meeting for Monday, July 19, 2021 at 5:00 p.m. in the Hibbing City Hall Council Chamber
 13. Set the next Regular Meeting for Wednesday, June 30, 2021 at 5:00 p.m. in the Hibbing City Hall Council Chamber
 14. Set the Regular Meetings for Wednesdays, July 14 & 28, 2021, August 11 & 25, 2021 at 5 p.m. in the Hibbing City Council
 15. Acknowledge the resignation of Malachi Moser, Hibbing Police Department, effective June 21, 2021
 16. Set the Special Joint Meeting with the City of Chisholm and Range Regional Airport for Monday, August 16, 2021 at 6 p.m. at the Airport Office

VI. BIDS AND QUOTES:

1. City Services Director Pete Hyduke

- a. Approve the quote to install 9 concrete t-boxes and disc baskets to Bougalis Inc. in the amount of \$12,780

2. City Engineer Jesse Story

- a. Approve the quote for 12" and 30" culverts from L&L Rentals in the amount of \$30,663
- b. Approve the quote for replacing the operating valve on Sanitation Truck 66114 from MacQueen Equipment in the amount of \$5,794.51
- c. Approve the quote for storm sewer castings and covers for the storm sewers from Ess Brothers in the amount of \$6,032.70

3. Chief of Police Steve Estey

- a. Approve moving the Police Department's surplus money from the Police Department's transportation budget to the capital squad budget in the amount of \$13,812 (this will be used for squad car upfitting costs)

4. City Clerk-Treasurer Mary Ann Kepler

- a. Approve the updated Baker Tilly Sewer Rate Study and the invoice in the amount of \$8,500

5. Sr. Executive Assistant Candie Seppala

- a. Approve the purchase of 200 Nylon Sewn 3x5 American Flags by Valley Forge and 200 Clips from United States Flag Online Stores in the amount of \$3,345.32
- b. Approve the portable video equipment to live stream outdoor events from B&H Photo in the amount of \$4,828.02

6. Fire Chief Erik Jankila

- a. Approve the cosmetic repairs of the Fire Department's 2012 Chevy Tahoe to Kitzville Body Shop in the amount of \$2,934.01

VII. DEPARTMENT AND COMMITTEE REPORTS:**1. City Services Director Pete Hyduke**

- a. Authorize City Services Director Pete Hyduke to look into purchasing a tax forfeit property from St. Louis County on behalf of the City. The parcel is 140-0090-02770
- b. Authorize the amendment to the Management and Concession Agreement stating the base salary would be \$12,000 and the 15% would be based on all yearly golf fee income
- c. Approve the wording for the signage to be posted in the Memorial Building Parking Lot

2. City Engineer Jesse Story

- a. Approve 11th Avenue East from 23rd Street to 25th Street as Resident Only Parking
- b. Approve the installation of stop signs on 23rd Street at the 6th Avenue East Intersection

3. Chief of Police Steve Estey

- a. Authorize the Mayor and City Clerk-Treasurer/Deputy Clerk to sign the joint powers agreement between the City of Hibbing and the Minnesota BCA giving the Hibbing Police Department the authority to assist the BCA with Human Trafficking Investigations in the State of Minnesota
- b. Offer RESOLUTION NO. 21-06-01 TO DECLARE PROPERTY ABANDONED AND DIRECTING THE CITY CLERK-TREASURER TO PUBLISH NOTICE FOR THE SALE OF SAID PROPERTY

5. Sr. Executive Assistant Candie Seppala

- a. Offer RESOLUTION NO. 21-06-02 AUTHORIZING THE CITY OF HIBBING TO MAKE APPLICATION TO THE 2022 DEVELOPMENT INFRASTRUCTURE GRANT PROGRAMS AND ACCEPT FUNDS FROM DEPARTMENT OF IRON RANGE RESOURCES AND REHABILITATION FOR THE CAREY LAKE CAMPGROUND DEVELOPMENT PROJECT
- b. Offer RESOLUTION NO. 21-06-03 AUTHORIZING THE CITY OF HIBBING TO MAKE APPLICATION TO THE 2022 DEVELOPMENT INFRASTRUCTURE GRANT PROGRAMS AND ACCEPT FUNDS FROM DEPARTMENT OF IRON RANGE RESOURCES AND REHABILITATION FOR A NEW FINANCIAL SERVICES DEVELOPMENT PROJECT
- c. Offer RESOLUTION NO. 21-06-04 IN SUPPORT TO MAKE APPLICATION FOR THE GOVERNMENT SAFETY BUILDING FOR THE 2022 BONDING CYCLE

6. Mayor Rick Cannata

- a. Discussion regarding the City Administrator Position

VIII. BOARDS AND COMMISSIONS

- 1. Acknowledge the letter of resignation for Jeff Stokes as Hibbing Public Utilities Commissioner effective June 9, 2021

IX. LICENSES AND PERMITS:

1. Approve the Raffle Permit Application Request of Minnesota Deer Hunters Association Hibbing/Chisholm Chapter to hold their raffle on Wednesday, October 6, 2021 at the Hibbing Memorial Building

Raffle #21-06-01

2. Approve the Special Event Permit Application of the Reif Arts Council to hold a concert in the Memorial Building Parking Lot on Saturday, June 26, 2021
3. Approve the Special Event Permit Application of the Reif Arts Council to hold a concert in Bennett Park on Thursday, July 29, 2021

- ~~4. Approve the Special Event Permit of Belvedere Productions to film part of a movie
Downtown Hibbing from June 19, 2021 June 21, 2021~~

5. Approve the 2021 Peddler/Transient Merchant License Application of Jeremy Chamberlin to sell Seafood at the Old Suburban Lanes Location
6. Approve the Raffle Permit Application Request of the MN Gopher State Horseshoe for the Hibbing Horseshoe Club to hold their raffle on Saturday, June 26, 2021 at the Hibbing Horseshoe Courts

Raffle #21-06-02

X. ADJOURNMENT