

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday December 20, 2023**

TIME AND PLACE: A Regular Meeting of the Hibbing City Council was held on Wednesday, December 20, 2023 in the City Hall Council Chamber.

CALL TO ORDER: Mayor Pete Hyduke called the meeting to order at 5:00 p.m.

ATTENDANCE: Present at roll call Mayor Pete Hyduke, Councilor James Bayliss, Councilor Justin Fosso, Councilor Jay Hildenbrand, Councilor Jennifer Hoffman Saccoman, Councilor John Schweiberger and Councilor Chris Whitney. Also present were City Administrator Greg Pruszinske, City Clerk-Deputy Administrator Candie Seppala, Treasurer-Finance Director Sheena Mulner, Chief of Police Steve Estey and City Attorney Andy Borland. City Engineer Jesse Story was absent.

ADDs/DELETes:

- **DELETE:** **BIDS & QUOTES #1a**

APPROVAL OF THE AGENDA:

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the Agenda.

Motion CARRIED

APPROVAL OF MINUTES:

Councilor Whitney, supported by Councilor Hoffman Saccoman, moved to approve the minutes of the Regular Hibbing City Council Meeting of December 6, 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Hildenbrand, moved to approve the minutes of the Hibbing City Council Workshop Meeting of December 6, 2023.

Motion CARRIED

Councilor Bayliss, supported by Councilor Whitney, moved to approve the minutes of the Special Hibbing City Council Meeting of December 13, 2023.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the Consent Agenda #s 1-15.

Motion CARRIED

1. Approve Accounts Payable dated:
 - 12/15/2023, checks #176152 -176242, in the amount of \$683,383.58
2. Approve City Payroll for pay period ending:
 - 11/17/2023, Comp and School Payout, in the amount of \$101,629.87
 - 12/1/2023, checks #168861-168872 in the amount of \$547,675.49
3. Accept and place on file the Hibbing Police Department's November, 2023 Activity Report
4. Authorize the promotion of Jim Sallis to Full-Time Battalion Chief/Firefighter/Paramedic with the Hibbing Fire Department effective January 1, 2024
5. Authorize the promotion of Dustin Kunnari to Full-Time Captain/Firefighter/Paramedic with the Hibbing Fire Department effective January 2, 2024
6. Authorize the promotion of Whitney Galaski to Full-Time Engineer/Firefighter/Paramedic with the Hibbing Fire Department effective January 9, 2024
7. Authorize the hire of Riley Lawryn for the temporary Rink Attendant pending pre-employment contingencies
8. Offer RESOLUTION NO. 23-12-14 APPROVING LABOR AGREEMENT AND MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF HIBBING POLICE FEDERATION
9. Approve the new Employee Assistance Program Policy effective January 1, 2024
10. Authorize the posting of a full-time Equipment Operator I for the Public Works Department
11. Authorize the hire of Isabella Jaynes for the temporary Rink Attendant pending pre-employment contingencies
12. Authorize the hire of Jered Sanborn for the full-time Maintenance Position in City Services effective December 21, 2023
13. Authorize the Hibbing City Council to attend the 119th Annual Hibbing Chamber Dinner on Friday, January 26, 2024 at the Androy by Boomtown

14. Set the next Reorganizational and Regular meeting for Wednesday, January 3, 2024 at 5:00 p.m. in the Hibbing City Hall Council Chamber
15. Set the next City Council Workshop for Wednesday, January 3, 2024 following the Reorganizational and Regular Meeting in the Hibbing City Hall Council Chamber

PUBLIC FORUM:

DEPARTMENT AND COMMITTEE REPORTS:

Approve the 3-year agreement for the purpose of supply and maintenance of (2) amusement games (Claw Machines) at the Hibbing Memorial Building between the City of Hibbing and Liberty Coin Inc.

Councilor Whitney, supported by Councilor Hildenbrand, moved to approve the 3-year agreement for the purpose of supply and maintenance of (2) amusement games (Claw Machines) at the Hibbing Memorial Building between the City of Hibbing and Liberty Coin Inc.

Motion CARRIED

Offer RESOLUTION NO. 23-12-15 AUTHORIZING THE APPLICATION AND ACCEPT FUNDS IF AWARDED FROM IRRR RECREATION AND TOURISM GRANT PROGRAM FOR A NEW STAGE TRAILER

Councilor Fosso, supported by Councilor Hoffman Saccoman, moved to offer RESOLUTION NO. 23-12-15 AUTHORIZING THE APPLICATION AND ACCEPT FUNDS IF AWARDED FROM IRRR RECREATION AND TOURISM GRANT PROGRAM FOR A NEW STAGE TRAILER.

Motion CARRIED

Receive and file the 2023 Comprehensive Housing Needs Analysis for Hibbing, Minnesota

Community Development Director Betsy Olivanti, HRA Executive Director Jackie Prescott and Consultant Matt Mullens from Maxfield Research & Consulting each spoke and gave a presentation of the 2023 Comprehensive Housing Needs Analysis for Hibbing followed by a Q & A session with the City Council and City Staff.

Authorize the Mayor and City Clerk to sign the Joint Powers Agreement with the MN BCA Anti-Heroin Task Force

Councilor Bayliss, supported by Councilor Hoffman Saccoman, moved to authorize the Mayor and City Clerk to sign the Joint Powers Agreement with the MN BCA Anti-Heroin Task Force.

Motion CARRIED

BIDS AND QUOTES:

Approve the purchase of Invoice #37341 to Iron Range Plumbing and Heating for the furnace replacement at the Greyhound Bus Museum

Councilor Fosso, supported by Councilor Bayliss, moved to approve the purchase of Invoice #37341 to Iron Range Plumbing and Heating for the furnace replacement at the Greyhound Bus Museum.

Motion CARRIED

Approve the purchase of (3) 2023 Chevrolet Traverse Squads from Friendly Automotive in the amount of \$121,920

Councilor Whitney, supported by Councilor Fosso, moved to approve the purchase of (3) 2023 Chevrolet Traverse Squads from Friendly Automotive in the amount of \$121,920.

Motion CARRIED

Authorize the Sewer Credit Request of Ryan Johnson of Junction Car Wash in the amount of \$19,166.55

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to authorize the Sewer Credit Request of Ryan Johnson of Junction Car Wash in the amount of \$19,166.55.

Motion CARRIED

Approve the additional module to the UKG Agreement ACA with a one-time fee of \$1,000 and an amount of \$.31 per person per month with a minimum monthly maintenance fee of \$40.30

Councilor Fosso, supported by Councilor Bayliss, moved to approve the additional module to the UKG Agreement ACA with a one-time fee of \$1,000 and an amount of \$.31 per person per month with a minimum monthly maintenance fee of \$40.30.

Motion CARRIED

BOARDS AND COMMISSIONS:**LICENSES AND PERMITS:**

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Raffle Permit Application Request of Mesaba Concert Association to hold Bingo on February 7, 14, 21, and 28, 2024 at The Do You.

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve the 2024 On-Sale & Sunday Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Whitney, supported by Councilor Hildenbrand, moved to approve the 2024 Off-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the 2024 Off-Sale Brew Pub License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Whitney, supported by Councilor Bayliss, moved to approve the 2024 Wine - On-Sale Liquor Wine License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the 2024 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 2024 3.2 Beer On-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Bayliss, supported by Councilor Hildenbrand, moved to approve the Special Event Permit Application of the Hibbing Quarterback Club to hold their Youth Football Bean Bag Charity Event on Saturday, May 4, 2024 at Palmer's Tavern.

Motion CARRIED

Councilor Fosso, supported by Councilor Whitney, moved to approve the Raffle Permit Application Request of the Hibbing Quarterback Club to hold their Raffle on Saturday, May 4, 2024 at Palmer's Tavern.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the 2024 2 AM Liquor License Renewal of Mike's Pub (BTL Inc.).

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve the Raffle Permit Application Request of the Hibbing Boys Hockey Club Inc. to hold their Raffle on Tuesday, February 13, 2024 at the Hibbing Memorial Arena.

Motion CARRIED

DISCUSSION:

Parking Enforcement

City Clerk-Deputy Administrator Candie Seppala and Chief of Police Steve Estey explained in detail the City's plan for parking enforcement moving forward, this will include changes to the City's Parking Ordinance. This will include removing the calendar parking signs on the streets and placing calendar parking signs at the entrances to the City; there will be areas that are exempt from calendar parking. There will also be areas of no parking during specified hours and areas of no parking at any time. There was some discussion between City Councilors and City Staff regarding the proposed changes to the City's Parking Ordinance.

ANNUAL REPORT:

City Administrator Greg Pruszinske went over in depth the City of Hibbing 2023 Annual Report. There was some discussion between City Councilors and City Staff regarding the 2023 Annual Report.

CLOSED SESSION: FOR THE PURPOSE OF EVALUATING THE PERFORMANCE OF THE CITY ADMINISTRATOR PURSUANT TO MN ST SECTION 13D.05SUB 3(a)

Councilor Hoffman Saccoman, supported by Councilor Hildenbrand, moved to go into closed session for the purpose of evaluating the performance of the City Administrator pursuant to MN State Statue Section 13D.05 subd. 3(a).

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:42 p.m. by Councilor Bayliss and supported by Councilor Fosso.

Motion CARRIED

CITY OF HIBBING


Pete Hyduke, Mayor

ATTEST: 
Candie Seppala, City Clerk-Deputy Administrator