

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

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

CALL TO ORDER: Mayor Rick J. Cannata called the meeting to order at 5:15 p.m.

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

ADDs/DELETes:

- **ADD: CONSENT AGENDA #1, #2 & #11**
- **ADD: DEPARTMENT AND COMMITTEE REPORTS #1b, #2a, #3b, #3c & #3d**
- **ADD: BIDS AND QUOTES #1b, #3a, #4a & #4b**
- **ADD: LICENSES AND PERMITS #3 & #4**

APPROVAL OF THE AGENDA:

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

Motion CARRIED

PUBLIC HEARING:

Mayor Cannata opened the Public Hearing regarding Special Assessments for Sidewalk Replacement. He asked three times if anyone in the audience wanted to speak.

No one stood up to speak. Mayor Cannata closed the Public Hearing.

Councilor Bayliss, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-11-04 AUTHORIZING SPECIAL ASSESSMENTS FOR SIDEWALK REPLACEMENT.

Motion CARRIED

Mayor Cannata opened the Public Hearing regarding Special Assessments for Long Grass, Utilities, and/or Garbage/Storm Water. He asked if anyone in the audience wanted to speak.

Ron Lockhart spoke about an assessment he received on a property he owns that he rents. Mr. Lockhart had questions about what the assessment is for, and why he never received a bill before the assessment. Clerk-Treasurer Sheena Mulner was able to answer some of Mr. Lockhart's questions; she took his contact information and will be in touch with him regarding the assessment.

Julie Marinucci Director of Land & Minerals for St. Louis County spoke about assessments they have received on three Tax Forfeited Properties that they manage within the City of Hibbing. Additionally, there was a brief discussion between Mayor Cannata and Ms. Marinucci regarding Tax Forfeited Properties and Habitat for Humanity.

Bernice Sauter spoke about an assessment she received on a property they own in which there is an eviction scheduled for. Ms. Sauter had questions about what the assessment is for. Clerk-Treasurer Sheena Mulner was able to answer some of Ms. Sauter's questions; she took her contact information and will be in touch with her regarding the assessment.

Mayor Cannata asked three times if anyone else wanted to speak regarding Special Assessments for Long Grass, Utilities, and/or Garbage/Storm Water.

No one else stood up to speak. Mayor Cannata closed the Public Hearing.

Councilor , supported by Councilor , moved to offer RESOLUTION NO. 22-11-05 AUTHORIZING SPECIAL ASSESSMENTS FOR LONG GRASS, UTILITIES, AND/OR GARBAGE/STORM WATER.

Motion CARRIED

Mayor Cannata opened the Public Hearing. He asked three times if anyone in the audience wanted to speak. No one stood up to speak. Mayor Cannata closed the Public Hearing.

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-11-06 AUTHORIZING THE VACATION IN BURTON TOWNSHIP.

Motion CARRIED

APPROVAL OF MINUTES:

Councilor Harkonen, supported by Councilor Fosso, moved to approve the minutes of the Regular Hibbing City Council Meeting of November 2, 2022.

Motion CARRIED

Councilor Fosso, supported by Councilor Bayliss, moved to approve the minutes of the Hibbing City Council Workshop Meeting of November 2, 2022.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Consent Agenda #s 1-10.

Motion CARRIED

1. Approve Accounts Payable dated:
 - 11/10/2022, Check #'s 173434-173505, in the amount of \$285,641.45
 - 11/10/2022, Check #'s 173506-173507, in the amount of \$1,498.00
 - 11/15/2022, Check #'s 173508-173533, in the amount of \$195,460.80
2. Approve City Payroll for the pay period ending:
 - 10/21/2022, Sick Leave Check #'s 168465-168531, in the amount of \$141,021.58
 - 11/09/2022, Checks #168532-168538, in the amount of \$572,025.41
3. Approval of the updated Library Technician job description
4. Approval of the updated Library Specialist job description
5. Approval of the updated Maintenance Lead job description
6. Authorize the posting for a Library Technician for the Hibbing Public Library
7. Authorize the posting for a Library Specialist for the Hibbing Public Library
8. Authorize the posting for a Maintenance Lead Person for City Services
9. Set the next Regular City Council Meeting for Wednesday, December 7, 2022 at 6:00 p.m. in the Hibbing City Hall Council Chamber (Truth in Taxation)
10. Set the next City Council Workshop Meeting for Wednesday, December 7, 2022 following the Regular City Council Meeting in the Hibbing City Hall Council Chamber
11. Approve the Hibbing Police Department Activity Report for August, 2022

Items previously approved at the November 2, 2022 City Council Meeting

Authorize the Hibbing City Council to attend the Hibbing Public Library Yuletide Festival on Thursday December 8, 2022 at the Hibbing Public Library

PUBLIC FORUM:**DEPARTMENT AND COMMITTEE REPORTS:****Offer RESOLUTION NO. 22-11-01 AUTHORIZING 2022 ST. LOUIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION, PHASE 11 – HIBBING SANITARY SEWER REHABILITATION LINING PROJECT**

City Engineer Jesse Story explained that to date they have lined about 100,000 feet with this program.

Councilor Harkonen, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 22-11-01 AUTHORIZING 2022 ST. LOUIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION, PHASE 11 – HIBBING SANITARY SEWER REHABILITATION LINING PROJECT.

Motion CARRIED

Councilor Hoffman Saccoman ABSTAINED

Authorize the Mayor and City Clerk/Treasurer to sign the MOU between the City of Hibbing and the Minnesota Pollution Control Agency for a PFAS Monitor Study

City Engineer Story stated that Dave Hurd from the Treatment Plant is present to speak about this. Mr. Hurd explained they were contacted by the MPCA to be a part of this study, and the way the contract is worded if the City does not choose to be a part of the Study, the MPCA can force them to be.

Councilor Fosso, supported by Councilor Harkonen, moved to authorize the Mayor and City Clerk/Treasurer to sign the MOU between the City of Hibbing and the Minnesota Pollution Control Agency for a PFAS Monitor Study.

Motion CARRIED

Summary of City Administrator's Evaluation

Mayor Cannata explained that the Hibbing City Council met with City Administrator Greg Pruszinske on November 2, 2022 for the purpose of evaluating the City Administrators performance; they feel Mr. Pruszinske is taking the City in the right direction and gave him some items to work on and discussed a work plan for 2023. Consistent with the Classification and Compensation Plan as well as the Base Pay Structure previously approved by the City Council on May 25, 2022, in addition to performance review, the pay was reviewed.

Mayor Cannata, supported by Councilor Hoffman Saccoman, moved to approve moving the City Administrator to Step D.

Motion CARRIED

Offer RESOLUTION NO. 22-11-02 APPROVING LABOR AGREEMENT AND MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF HIBBING AND IAFF FIREFIGHTERS, LOCAL NO. 173

City Administrator Greg Pruszinske explained that this is the Collective Bargaining Agreement with the Firefighters; they worked very hard to come to this agreement.

Councilor Harkonen, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 22-11-02 APPROVING LABOR AGREEMENT AND MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF HIBBING AND IAFF FIREFIGHTERS, LOCAL NO. 173.

Motion CARRIED

Offer RESOLUTION NO. 22-11-03 APPROVING THE PURCHASE OPTION TO SELL REAL PROPERTY FROM CHISHOLM-HIBBING AIRPORT AUTHORITY TO HIBBING PUBLIC UTILITIES COMMISSION

City Administrator Pruszinske explained that they would like to expand the City's Water Treatment Plant on; this is a Resolution in support of that sale.

Councilor Bayliss, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-11-03 APPROVING THE PURCHASE OPTION TO SELL REAL PROPERTY FROM CHISHOLM-HIBBING AIRPORT AUTHORITY TO HIBBING PUBLIC UTILITIES COMMISSION.

Motion CARRIED

Authorize the Mayor and City Clerk-Treasurer to sign the Amendment of Lease #12013 between the City of Hibbing and the State of Minnesota for the occupancy of the Department of Public Safety; Driver and Vehicle Services from January 1, 2023 through November 30, 2025

City Administrator Pruszinske explained that this lease is to lease space on the first floor of City Hall for the Driver and Vehicle Services

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to authorize the Mayor and City Clerk-Treasurer to sign the Amendment of Lease #12013 between the City of Hibbing and the State of Minnesota for the occupancy of the Department of Public Safety; Driver and Vehicle Services from January 1, 2023 through November 30, 2025.

Motion CARRIED

Offer RESOLUTION NO. 22-11-07 APPROVING CHARITABLE GAMBLING AUTHORIZATION TO EVELETH ELKS CHARITABLE GAMBLING ORGANIZATION

City Administrator Pruszinske explained that he is looking for approval of this Resolution.

Councilor Harkonen, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-11-07 APPROVING CHARITABLE GAMBLING AUTHORIZATION TO EVELETH ELKS CHARITABLE GAMBLING ORGANIZATION.

Motion CARRIED

City Administrator's Report

City Administrator Pruszinske spoke briefly about the Summary of the City Administrator's Report; he thanked the Council, City Staff and Residents for a great first year of employment with the City of Hibbing.

City Administrator Pruszinske spoke briefly about the recent snow event and explained that the City of Hibbing is utilizing the St. Louis County Northland Alert System that residents may sign up for if they choose.

BIDS AND QUOTES:

Approve the purchase of a ZenBooth Duo from ZenBooth in the amount of \$10,735.25

Library Manager Laura Koeneman explained that she is requesting approval for this purchase.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the purchase of a ZenBooth Duo from ZenBooth in the amount of \$10,735.25.

Motion CARRIED

Approve the quote from Serv Pro to remove the pigeon guano from the library roof in the amount of \$10,905.45

Library Manager Koeneman explained that the vendor has been changed due to more extensive cleaning and disinfecting that Serv Pro will do.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the quote from Serv Pro to remove the pigeon guano from the library roof in the amount of \$10,905.45.

Motion CARRIED

Approve the purchase of 300 - 95-gallon containers from MacQueen in the amount of \$24,218.50

City Engineer Story explained that these are budgeted for the 2023 budget, with supply change issues the last order took more than a year to receive. City Engineer Story stated if they are ordered now, they won't be billed until 2023 and they should receive them late January to early February.

Councilor Bayliss, supported by Councilor Harkonen, moved to approve the purchase of 300 – 95-gallon containers from MacQueen in the amount of \$24,218.50.

Motion CARRIED

Approve the purchase of 2 new buses from North Central Bus Sales in the amount of \$124,438 per vehicle, \$248,876 total

Clerk-Treasurer Sheena Mulner explained that

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the purchase of 2 new buses from North Central Bus Sales in the amount of \$124,438 per vehicle, \$248,876 total.

Motion CARRIED

Approve the 20 Gear Grid Lockers for Firefighter Turnout Gear to Grid Gear in the amount of \$6,272.36

Fire Chief Erik Jankila explained that this is a budgeted item from 2022; it came in about 50% less than the amount budgeted.

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to approve the 20 Gear Grid Lockers for Firefighter Turnout Gear to Grid Gear in the amount of \$6,272.36.

Motion CARRIED

Approve electrical work at Station #2 in the amount of \$2,200 to Independent Electric

Fire Chief Jankila explained that there is some electrical work that is necessary to be done at Station #2; the bid came in less than was expected and so the work can be done this year and not be budgeted for 2023.

Councilor Fosso, supported by Councilor Bayliss, moved to approve electrical work at Station #2 in the amount of \$2,200 to Independent Electric.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to approve the Special Event Permit Application of the Hibbing Public Library to hold their Hibbing Public Library Yuletide Festival at the Library on Thursday, December 8, 2022 from 2:30-7 p.m.

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve the 2023 Cigarette Licenses.

Motion CARRIED

Councilor Harkonen, supported by Councilor Bayliss, moved to approve the Raffle Permit Application Request of the Hibbing Archery Club to hold their raffle on Thursday, April 6, 2023 at the Hibbing Archery Club.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the On-Sale and Sunday Liquor Licenses of Mann Theater.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:42 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