

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday December 7, 2022**

TIME AND PLACE: A Regular meeting of the Hibbing City Council was held on Wednesday, December 7, 2022 in the City Hall Council Chamber.

CALL TO ORDER: Mayor Rick J. Cannata called the meeting to order at 6:00 p.m.

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

ADDs/DELETES:

- **ADD: DEPARTMENT AND COMMITTEE REPORTS #5b**
- **ADD: BIDS AND QUOTES #4a**

APPROVAL OF THE AGENDA:

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

Motion CARRIED

TRUTH IN TAXATION PUBLIC HEARING: The purpose of the Truth in Taxation Public Hearing is to discuss the City's 2022 Proposed Levy and 2023 City Budget.

City Clerk-Treasurer Sheena Mulner gave the Truth in Taxation presentation; she explained in detail each slide of the presentation.

Mayor Cannata opened the Truth in Taxation Public Hearing. Mayor Cannata asked anyone who wished to speak to come up to the podium and state their name and address. The following are residents that spoke during the public hearing.

Jeffrey Stokes
11688 Riverview Dr.
Hibbing, MN 55746

Jeff Sirjord
4438 Eliason Rd.
Hibbing, Mn 55746

Jerry Seppala
11472 Hwy. 37
Hibbing, MN 55746

Keith Stalboerger
3114 Anderson Rd.
Hibbing, MN 55746

Craig Baron
3721 19th Ave. East
Hibbing, MN 55746

Kristin Grace
11672 Riverview Dr.
Hibbing, MN 55746

2023 CITY BUDGET / 2022 FINAL LEVY

Councilor Fosso, supported by Councilor Whitney, moved to offer RESOLUTION NO. 22-12-01 FINAL 2023 CITY BUDGET AND 2022 LEVY.

Motion CARRIED

CLOSED SESSION PURSUANT TO ATTORNEY CLIENT PRIVILEGE FOR POTENTIAL LITIGATION PURSUANT TO MN 13D.05 subd.3(b)

Councilor Harkonen, supported by Councilor Bayliss, moved to go into closed session for potential litigation pursuant to MN 13D.05 subd.3(b).

Motion CARRIED

Meeting reconvened at 7:01 p.m.

APPROVAL OF MINUTES:

Councilor Harkonen, supported by Councilor Bayliss, moved to approve the minutes of the Regular Hibbing City Council Meeting of November 16, 2022.

Motion CARRIED

Councilor Fosso, supported by Councilor Whitney, moved to approve the minutes of the Hibbing City Council Workshop Meeting of November 16, 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:
 - 11/28/2022, checks #173534-173536, in the amount of \$303,539.57
 - 12/01/2022, checks #173537-173633, in the amount of \$661,998.56
2. Approve City Payroll for the pay period ending:
 - 11/18/2022, checks #168539-168602, in the amount of \$539,626.14
3. Acknowledge the retirement of Gary Hooper, City Services Lead Maintenance worker effective 1/7/2023
4. Authorize the hire of Jeffrey Lang in the position of full-time Lead Maintenance Person with City Services
5. Authorize the hire of Samira Lauer in the position of seasonal Rink Attendant with City Services
6. Authorize the hire of Hanna Main in the position of seasonal Rink Attendant with City Services
7. Authorize the Hibbing City Council to attend the Hibbing Shelter Information Session in the Hibbing Memorial Building Dining Room on Monday, December 12, 2022 at 7:30 p.m.
8. Authorize the Hibbing City Council to attend the North St. Louis County Soil & Water Conservation District board supervisors and staff Open House for Elected Officials on Tuesday, December 20, 2022 at 505 3rd Street N Suite A, Virginia, MN from 1-4 p.m.
9. Set the next Regular City Council Meeting for Wednesday, December 21, 2022 at 5:00 p.m. in the Hibbing City Hall Council Chamber
10. Set the next City Council Workshop Meeting for Wednesday, December 21, 2022 following the Regular City Council Meeting in the Hibbing City Hall Council Chamber

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. 22-12-02 AUTHORIZING THE MAYOR AND CITY CLERK-TREASURER TO SIGN THE AGREEMENT BETWEEN THE CITY OF HIBBING AND THE STATE OF MINNESOTA FOR THE AGREEMENT TO THE STATE TRANSPORTATION FUND LOCAL BRIDGE REPLACEMENT PROGRAM GRANT TERMS AND CONDITIONS FOR SAP 131-080-011

City Engineer Jesse Story explained that this is for the Dixon Rd. bridge removal.

Councilor Fosso, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 22-12-02 AUTHORIZING THE MAYOR AND CITY CLERK-TREASURER TO SIGN THE AGREEMENT BETWEEN THE CITY OF HIBBING AND THE STATE OF MINNESOTA FOR THE AGREEMENT TO THE STATE TRANSPORTATION FUND LOCAL BRIDGE REPLACEMENT PROGRAM GRANT TERMS AND CONDITIONS FOR SAP 131-080-011.

Motion CARRIED

Authorize the Mayor and City Clerk-Treasurer to sign the 2023 Opt-in/Opt-out Enrollment Form between the City of Hibbing and Lake Country Power for Lake Country Power's Interruptible Commercial and Industrial Generator Program

City Engineer Story explained that this would allow Lake Country Power to remotely start our generator during high demand times at the plant.

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to authorize the Mayor and City Clerk-Treasurer to sign the 2023 Opt-in/Opt-out Enrollment Form between the City of Hibbing and Lake Country Power for Lake Country Power's Interruptible Commercial and Industrial Generator Program.

Motion CARRIED

Authorize encumbering \$40,000 from parking ticket revenue from 2022 to be used for the purchase of a squad car in 2023

City Administrator Greg Pruszinske explained that during budgeting sessions the Police Department was tasked with finding a way to fund a second squad purchase; this is what they came up with.

Councilor Harkonen, supported by Councilor Fosso, moved to authorize encumbering \$40,000 from parking ticket revenue from 2022 to be used for the purchase of a squad car in 2023.

Motion CARRIED

Offer RESOLUTION NO. 22-12-03 ACCEPTING THE DONATION ON BEHALF OF THE OWENS – PESAVENTO/DR. BENJAMIN P. OWENS FAMILY FOUNDATION OF HIBBING FOUNDATION IN THE AMOUNT OF \$2,500 FOR THE ACTIVE SHOOTER RESPONSE INITIATIVE – INSTRUCTOR TRAINING PROGRAM

City Administrator Pruszinske explained that this Resolution is to accept the donation

Councilor Bayliss, supported by Councilor Schweiberger, moved to offer RESOLUTION NO. 22-12-03 ACCEPTING THE DONATION ON BEHALF OF THE OWENS – PESAVENTO/DR. BENJAMIN P. OWENS FAMILY FOUNDATION OF HIBBING FOUNDATION IN THE AMOUNT OF \$2,500 FOR THE ACTIVE SHOOTER RESPONSE INITIATIVE – INSTRUCTOR TRAINING PROGRAM.

Motion CARRIED

Councilor Hoffman Saccoman ABSTAINED

Authorize the Mayor and City Clerk-Treasurer to sign the user agreement between the City of Hibbing and the Tourist Center Senior Citizens, Inc. for the term May 1, 2021 through April 30, 2026

City Services Director Nick Arola explained that this user agreement is for the operation of the Mineview; it is a revised draft of one that was previously adopted by the Council.

Councilor Schweiberger, supported by Councilor Bayliss, moved to authorize the Mayor and City Clerk-Treasurer to sign the user agreement between the City of Hibbing and the Tourist Center Senior Citizens, Inc. for the term May 1, 2021 through April 30, 2026.

Motion CARRIED

Offer RESOLUTION NO. 22-12-04 ACCEPTING THE DONATION FROM CLEVELAND-CLIFFS INC HIBBING TACONITE IN THE AMOUNT OF \$1,500 TO BE USED TOWARDS REPAINTING THE DISPLAY TRUCK AT THE MINE VIEW

City Services Director Arola explained that the repainting did not get done this year, it is on the agenda for next spring; there are additional donations from Dom-Ex and Pro-Blast

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to offer RESOLUTION NO. 22-12-04 ACCEPTING THE DONATION FROM CLEVELAND-CLIFFS INC HIBBING TACONITE IN THE AMOUNT OF \$1,500 TO BE USED TOWARDS REPAINTING THE DISPLAY TRUCK AT THE MINE VIEW.

Motion CARRIED

Offer RESOLUTION NO. 22-12-05 ACCEPTING GRANT MONIES FROM ST LOUIS COUNTY TRAILS TASK FORCE IN THE AMOUNT OF \$10,000 (MATCHING GRANT) FOR THE ARK SYSTEM MASTER PLAN PROJECT

City Services Director Arola explained that they will start interviews next week, hoping to have someone selected by January.

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-12-05 ACCEPTING GRANT MONIES FROM ST LOUIS COUNTY TRAILS TASK FORCE IN THE AMOUNT OF \$10,000 (MATCHING GRANT) FOR THE ARK SYSTEM MASTER PLAN PROJECT.

Motion CARRIED

Offer RESOLUTION NO. 22-12-06 ACCEPTING THE DONATION ON BEHALF OF THE OWENS – PESAVENTO/DR. BENJAMIN P. OWENS FAMILY FOUNDATION OF HIBBING FOUNDATION IN THE AMOUNT OF \$1,500 FOR IN SUPPORT OF PURCHASING PUMPKINS FOR THE TRICK, TREAT, & GREET 2022 EVENT AT HIBBING CITY HALL

Sr. Executive Assistant Candie Seppala stated that over 2,800 people attended the event, and this donation was a great help in giving out pumpkins to the kids that attended.

Councilor Fosso, supported by Councilor Schweiberger, moved to offer RESOLUTION NO. 22-12-06 ACCEPTING THE DONATION ON BEHALF OF THE OWENS – PESAVENTO/DR. BENJAMIN P. OWENS FAMILY FOUNDATION OF HIBBING FOUNDATION IN THE AMOUNT OF \$1,500 FOR IN SUPPORT OF PURCHASING PUMPKINS FOR THE TRICK, TREAT, & GREET 2022 EVENT AT HIBBING CITY HALL.

Motion CARRIED

Councilor Hoffman Saccoman ABSTAINED

Offer RESOLUTION NO. 22-12-07 ACCEPTING THE DONATION ON BEHALF OF THE OWENS – PESAVENTO/DR. BENJAMIN P. OWENS FAMILY FOUNDATION OF HIBBING FOUNDATION IN THE AMOUNT OF \$2,000 IN SUPPORT OF THE HIBBING PUBLIC LIBRARY 2022 YULETIDE FESTIVAL – PURCHASE OF BOOKS FOR THE BOOK GIVEAWAY

Sr. Executive Assistant Seppala reminded Councilors that the Library Yuletide Festival is tomorrow, and the book giveaway wouldn't be possible without this donation.

Councilor Harkonen, supported by Councilor Whitney, moved to offer RESOLUTION NO. 22-12-07 ACCEPTING THE DONATION ON BEHALF OF THE OWENS – PESAVENTO/DR. BENJAMIN P. OWENS FAMILY FOUNDATION OF HIBBING FOUNDATION IN THE AMOUNT

OF \$2,000 IN SUPPORT OF THE HIBBING PUBLIC LIBRARY 2022 YULETIDE FESTIVAL – PURCHASE OF BOOKS FOR THE BOOK GIVEAWAY.

Motion CARRIED

Councilor Hoffman Saccoman ABSTAINED

Approve the new Transit hours of operation:

Monday – Thursday 6 am – 8 pm

Friday 6 am – 6:30 pm

Saturday & Sunday 9 am – 4:30 pm

City Clerk-Treasurer Mulner stated that this was discussed at a recent workshop meeting. City Clerk-Treasurer Mulner explained that currently our transit routes are having to turn people away during the busiest times of the day; this will take hours from the slowest times and use those hours during the week.

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the new Transit hours of operation.

Motion CARRIED

Offer RESOLUTION NO. 22-12-08 ACCEPTING THE TRANSFER OF A USED 2012 FORD F550 GOSHEN BUS FROM ARROWHEAD TRANSIT

City Clerk-Treasurer Mulner stated that this was discussed at a recent workshop meeting. City Clerk-Treasurer Mulner explained that the City's fleet of buses is extremely aged, and we will not receive the next bus that was ordered for 18-24 months; there is no charge to transfer this bus to our existing fleet.

Councilor Hoffman Saccoman, supported by Councilor Harkonen, moved to offer RESOLUTION NO. 22-12-08 ACCEPTING THE TRANSFER OF A USED 2012 FORD F550 GOSHEN BUS FROM ARROWHEAD TRANSIT.

Discussion: Councilor Hoffman Saccoman thanked Arrowhead Transit for allowing the City to transfer this bus to our fleet.

Motion CARRIED

City Clerk & Treasurer Job Description Discussion

City Administrator Pruszinske explained that changing and shifting titles and job duties of the City Clerk and Sr. Executive Assistant has been discussed for several months. City Administrator Pruszinske explained that he would like to see the City Treasurer be more focused on the City's financial position, and shift some of the Clerk duties to the Sr. Executive Assistant, renaming that position City Clerk Deputy Administrator.

City Attorney Andy Borland handed out two Draft Ordinances that the Council needs to review and must be posted if the Council plans to approve the Ordinances at the December 21, 2022 Council Meeting.

BIDS AND QUOTES:

Approve the quote for the digester recirculation pump from General Repair Service in the amount of \$11,594 plus shipping

City Engineer Story explained that this pump has been rebuilt four different times, it is time for a replacement.

Councilor Harkonen, supported by Councilor Schweiberger, moved to approve the quote for the digester recirculation pump from General Repair Service in the amount of \$11,594 plus shipping.

Motion CARRIED

Approve the quote for the parts for SnoGo repairs to the main gear box to MacQueen Equipment in the amount of \$8,165.40

City Engineer Story explained that the parts have been ordered because they are 10 weeks out, this is very important; there is a backup, but it would be nice to get this one back up and running.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the quote for the parts for SnoGo repairs to the main gear box to MacQueen Equipment in the amount of \$8,165.40.

Discussion: Councilor Bayliss asked how old this machine is; City Engineer Story stated this is a 2015. Councilor Bayliss asked what the lifespan is on this; City Engineer Story stated 12-15 years. Councilor Bayliss asked if this is a common issue; City Engineer Story stated this is the first time it's been replaced, and it gets used a lot. Councilor Schweiberger asked if there are off-season inspections done on this; City Engineer Story explained that inspections are done in the spring when it's put away and again in August when it's taken out.

Motion CARRIED

Approve the condenser motor from Commercial Refrigeration Systems in the amount not to exceed \$9,325

City Services Director Arola explained that this is for one of the motors for the condenser fans on top of the Arena; they went ahead with the fix right away, rather than waiting part way through the season.

Councilor Bayliss, supported by Councilor Fosso, moved to approve the condenser motor from Commercial Refrigeration Systems in the amount not to exceed \$9,325.

Motion CARRIED

Approve the annual Iron Mining Association (IMA) membership in the amount of \$300

City Administrator Pruszinske explained that Staff feels the City should be a member of the Iron Mining Association.

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to approve the annual Iron Mining Association (IMA) membership in the amount of \$300.

Motion CARRIED

Approve the quote to Integris for installation and managing switches, wifi and firewall for combined services at the Memorial Building, Library, Police Department, Fire Hall, Public Works and City Hall in the amount of \$6,500 for network services provisioning/labor and \$1,458 per month with a 36-month lease

Sr. Executive Assistant Seppala explained that these new switches, wifi and firewall are necessary to implement the City's new phone system.

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve the quote to Integris for installation and managing switches, wifi and firewall for combined services at the Memorial Building, Library, Police Department, Fire Hall, Public Works and City Hall in the amount of \$6,500 for network services provisioning/labor and \$1,458 per month with a 36-month lease.

Discussion: Councilor Hoffman Saccoman asked if there will be a contract for the 36 months; Sr. Executive Assistant Seppala stated once this is approved, then the contract can be approved. Councilor Bayliss asked if the City is currently paying for any of these services or is this a new cost; Sr. Executive Assistant Seppala stated this is to lease the switches rather than purchase them.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to approve the Raffle Permit Application Request of the Hibbing Little League Inc. to hold their raffle at the Minnesota North College on Wednesday, January 11, 2023.

Bus System. There was a lengthy discussion between the Councilors and Staff regarding the Bus Transit.

- **Kudos**

DISCUSSION: Councilor Hoffman Saccoman and Councilor Bayliss thanked the Hibbing Fire Department, the Mutual Aid that they received and everyone that responded to the recent fire in the City at Yoder Building Supplies.

- **Start Time of City Council/Board Meetings**

DISCUSSION: Councilor Fosso asked if there could be adjustments made to the start time of some of the back-to-back meetings, to cut down on the congestion and the confusion of people wishing to attend the meetings; City Administrator Pruszinske stated yes.

- **Annual Report**

DISCUSSION: City Administrator Pruszinske explained there will be an Annual Report presented to the City Council at the second Council Meeting in December.

- **City Clerk Treasurer/Finance Director**

DISCUSSION: City Administrator Pruszinske spoke about exploring the process to separate the City Clerk-Treasure and Finance Director positions and duties.

- **Public Utilities Commission Appointments**

DISCUSSION: Councilor Bayliss spoke about the need to address the Public Utilities Commission Appointment; City Administrator Pruszinske explained that will be part of a broader discussion regarding City Boards and Commissions.

ADJOURNMENT: Acting Mayor Harkonen adjourned the meeting at 6:57 p.m.

CITY OF HIBBING


Rick J. Cannata, Mayor

ATTEST: 

Sheena Mulner, Clerk-Treasurer

stated they have also been having Administrative Hearings regarding tickets as well, they are just trying to educate people.

- **Insurance Agent**

DISCUSSION: Clerk-Treasurer Sheena Mulner stated they had two interviews for Insurance Agents last week and internally they are going through the three proposals they have received, they should have a recommendation for the Council within the next couple weeks. There was a brief discussion between the Councilors and Staff regarding the proposals that were received.

- **Thank you**

DISCUSSION: Councilor Harkonen thanked everyone.

- **Thank you**

DISCUSSION: Councilor Whitney thanked Councilor Harkonen and Mayor Cannata for their combined 30 years of service.

- **Four-Wheeler Ordinance**

DISCUSSION: Councilor Hoffman Saccoman explained that she received another call from a Resident inquiring if there has been any progress in looking at the Ordinance regarding Four wheelers. There was a brief discussion between the Councilors and Staff regarding looking into the Ordinance.

ADJOURNMENT: Mayor Cannata adjourned the meeting at 7:14 p.m.

CITY OF HIBBING

Rick J. Cannata, Mayor

ATTEST: _____

Candie Seppala, City Clerk/Deputy Administrator

Motion CARRIED

Councilor Fosso, supported by Councilor Bayliss, moved to approve the Special Event Permit Application of the City of Hibbing to hold the Hibbing on Howard – Winter Edition on Sundays in January, 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the Raffle Permit Application Request of the Hibbing Curling Club to hold their raffle on Saturday, April 15, 2023 at the Hibbing Curling Club.

Motion CARRIED

Councilor Harkonen, supported by Councilor Whitney, moved to approve the Raffle Permit Application Request of the Algonquin Youth Activities Association to hold their raffle on Tuesday, April 11, 2023 at the Algonquin Club.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the Raffle Permit Application Request of the Hibbing Elks Lodge #1022 to hold their raffle at the Hibbing Elks Lodge on Saturday, April 22, 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the Raffle Permit Application Request of the Hibbing Elks Lodge #1022 to hold bingo at the Hibbing Elks Lodge on Sunday, January 15, 2023.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:35 p.m. by Councilor Harkonen and supported by Councilor Bayliss.

Motion CARRIED

CITY OF HIBBING

ATTEST:



Sheena Mulner, Clerk-Treasurer


Rick J. Cannata, Mayor