

**THE MINUTES OF THE REORGANIZATIONAL AND REGULAR  
MEETING OF THE HIBBING CITY COUNCIL  
Wednesday January 4, 2023**

**TIME AND PLACE:** A Reorganizational and Regular meeting of the Hibbing City Council was held on Wednesday, January 4, 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, City Attorney Andy Borland, City Engineer Jesse Story, and Commander Jeff Ronchetti

**PLEDGE OF ALLEGIANCE**

**REORGANIZATION MEETING**

Councilor Bayliss, supported by Councilor Schweiberger, moved to designate Councilor Fosso (who accepted) as Acting Mayor for 2023 to act in the absence of the Mayor when he is not able to be present to perform his official duties.

Motion CARRIED

Councilor Whitney, supported by Councilor Fosso, moved to designate the Mesabi Tribune as the official newspaper for City business for 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Bayliss, moved to designate Depositories for 2023: 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 Schweiberger, supported by Councilor Fosso, moved to approve the respective depositories designated safekeeping entities.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to designate Andy Borland of Sellman Borland and Simon Law Office as the City of Hibbing's Attorney for 2023.

Motion CARRIED

Councilor Fosso, supported by Councilor Bayliss, moved to set the Mayor's Contingency Fund for 2023 at \$5,000 as set forth by State law.

Motion CARRIED

### **Appointment of Councilors to City Boards and Committees**

Mayor Hydeke nominated Councilor Whitney to be on the Safety Committee supported by Councilor Bayliss, moved to appoint Councilor Whitney to the 2023 Safety Committee.

Motion CARRIED

Councilor Hoffman Saccoman nominated Councilor Hildenbrand to be on the Insurance Committee supported by Councilor Schweiberger, moved to appoint Councilor Hildenbrand to the 2023 Insurance Committee.

Motion CARRIED

Councilor Bayliss nominated Councilor Hoffman Saccoman to be on the Hibbing Economic Development Authority supported by Councilor Fosso, moved to appoint Councilor to the Hibbing Economic Development Authority.

Motion CARRIED

Councilor Bayliss nominated Councilor Schweiberger to be on the Hibbing Economic Development Authority supported by Councilor Fosso, moved to appoint Councilor to the Hibbing Economic Development Authority.

Motion CARRIED

Councilor Bayliss nominated Mayor Hydeke to be on the Hibbing Economic Development Authority supported by Councilor Fosso, moved to appoint Mayor Hydeke to the Hibbing Economic Development Authority.

Motion CARRIED

Councilor Bayliss, supported by Councilor Hoffman Saccoman, moved to appoint the Mayor and City Engineer as the City's Weed Inspector and Assistant Weed Inspector for 2023, as set forth by State law.

Motion CARRIED

Councilor Fosso, supported by Councilor Schweiberger, moved to approve City Clerk's Appointment of Sheena Mulner as the Deputy Clerk for 2023.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve Treasurer's Appointment of Erin Husmann as the Deputy Treasurer for 2023.

Motion CARRIED

Councilor Fosso, supported by Councilor Hildenbrand, moved to set bond for City Administrator, City Clerk/Deputy Administrator and Treasurer/Finance Director for 2023 at \$500,000.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, 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: DEPARTMENT AND COMMITTEE REPORTS #2a**
- **ADD: LICENSES AND PERMITS #10 & #11**

**APPROVAL OF THE AGENDA:**

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

Motion CARRIED

**APPROVAL OF MINUTES:**

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve the minutes of the Regular Hibbing City Council Meeting of December 21, 2022.

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve the minutes of the Hibbing City Council Workshop Meeting of December 21, 2022.

Motion CARRIED

**CONSENT****AGENDA:**

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Consent Agenda #s 1-13.

Motion CARRIED

1. Approve Accounts Payable dated:

- 12/30/2022, checks #173758-173826, in the amount of \$303,241.45
- 01/04/2023, checks #173827- 173851, in the amount of \$1,687,703.09

2. Approve City Payroll for the pay period ending:

- 12/16/2022, checks #168636-168646, in the amount of \$582,945.20

3. Designate the 2023 appointments to the Northeast Minnesota Emergency Communications Board (ECB) and Northeast Regional Advisory Committee (RAC)

- Regional Advisory Committee:
  - Fire Chief Erik Jankila - Primary
  - Captain/EMS Director Kristi McCormick - Alternate
- Emergency Communications Board (ECB)
  - Councilor James Bayliss - Primary
  - Fire Chief Erik Jankila - Alternate
- Radio Users Committee Appointment
  - Captain/EMS Director Kristi McCormick- Primary
  - Commander Jeff Ronchetti - Alternate

- Owner & Operators Committee
  - Commander Jeff Ronchetti - Primary
  - Deputy Chief Tyler Schwerzler - Alternate
- 4. Authorize the Hibbing City Council to attend the 11th Annual Rock for an Angel FUNspiel on Saturday, February 11, 2023 at the Hibbing Curling Club
- 5. Approval to execute the Employment Agreement Amendment A between the City of Hibbing and Sheena Mulner
- 6. Approval to execute the Employment Agreement Amendment A between the City of Hibbing and Candie Seppala
- 7. Authorize the Council Benefits Change for 2023
- 8. Approve the MOU Between the City of Hibbing and MAPE to add the positions of Library Manager and Code Enforcement Technician
- 9. Approve the MOU between the City of Hibbing and AFSCME to modify the base pay for the Lead Maintenance Person to \$30 per hour in 2022 Effective November 17, 2022 in response to the job description modifications previously approved by Council on November 16, 2022
- 10. Authorize the hire of Amanda Vilbrandt for the full-time Code Enforcement Technician with the Hibbing Police Department effective January 14, 2023
- 11. Authorize the hire of Kate Wagenbach for the full-time Library Technician pending successful completion of the pre-employment conditions
- 12. Set the next Regular City Council Meeting for Wednesday, January 18, 2023 at 5:00 p.m. in the Hibbing City Hall Council Chamber
- 13. Set the next City Council Workshop Meeting for Wednesday, January 18, 2023 following the Regular City Council Meeting in the Hibbing City Hall Council Chamber

**PUBLIC FORUM:**

**DEPARTMENT AND COMMITTEE REPORTS:****Approve moving forward with Barr Engineering for Professional Services related to the park & trail master plan**

City Services Director Nick Arola explained that this process started in October 2022 and Barr Engineering was the unanimous decision of the City Staff Selection Committee; he is looking for Council approval.

Councilor Bayliss, supported by Councilor Fosso, moved to approve moving forward with Barr Engineering for Professional Services related to the park & trail master plan.

Motion CARRIED

**SEH Presentation****Approve SEH construction documents, bidding/construction timeline, and approve SEH to begin advertising for bids on the Mine View Project**

City Services Director Arola introduced Brian Bergstrom from SEH; Mr. Bergstrom gave a brief presentation and answered questions from Councilors and Staff regarding the project. City Services Director Arola stated he is looking for Council approval to move forward.

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve SEH construction documents, bidding/construction timeline, and approve SEH to begin advertising for bids on the Mine View Project.

Motion CARRIED

**Offer RESOLUTION NO. 2023-01-01 AUTHORIZING EXECUTION OF QUIT CLAIM DEED TO RANGE DEVELOPMENT COMPANY OF CHISHOLM RELEASING THE REVERSIONARY INTEREST**

City Attorney Andy Borland explained that the City approved a Resolution 17 years ago and executed a Deed that was delivered to the Attorneys for Range Development; that Resolution was lost and was not recorded; this Resolution will ratify what the Council did.

Councilor Bayliss, supported by Councilor Schweiberger, moved to offer RESOLUTION NO. 2023-01-01 AUTHORIZING EXECUTION OF QUIT CLAIM DEED TO RANGE DEVELOPMENT COMPANY OF CHISHOLM RELEASING THE REVERSIONARY INTEREST.

Motion CARRIED

**BIDS AND QUOTES:****Approve the sales tax in the amount of \$9,470.05 for the jet truck (that was approved on the December 21, 2022 agenda) to MacQueen Equipment**

City Engineer Jesse Story explained that the City needs to pay the sales tax on the chassis and that was not included in the original purchase cost that was previously approved.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the sales tax in the amount of \$9,470.05 for the jet truck (that was approved on the December 21, 2022 agenda) to MacQueen Equipment.

Motion CARRIED

**Approve the quote from Electric Pump for the rehabilitation of the 1st Avenue Lift Station in the amount of \$92,617**

City Engineer Story explained that this is the next Lift Station to be rebuilt from the Lift Station Capital Improvement Plan.

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to approve the quote from Electric Pump for the rehabilitation of the 1st Avenue Lift Station in the amount of \$92,617.

Motion CARRIED

**Approve the quote from Tromco Electric for the electrical portion of the 1st Avenue Lift Station rehabilitation project in the amount of \$10,000**

City Engineer Story explained that this is for the electrical upgrade portion of the 1st Avenue Lift Station rehabilitation project.

Councilor Hildenbrand, supported by Councilor Schweiberger, moved to approve the quote from Tromco Electric for the electrical portion of the 1st Avenue Lift Station rehabilitation project in the amount of \$10,000.

Motion CARRIED

**Approve the quote from North Country GM for the purchase of a chassis for the service truck (2500HD Chassis) for the Waste Collections Department in the amount of \$50,177.48**

City Engineer Story explained that the Waste Collections Department does not currently have a service truck with a lift on it to pull Lift Station pumps, if they need to pull a pump they have to hire a contractor and use their truck.

Councilor Fosso, supported by Councilor Hoffman Saccoman, moved to approve the quote from North Country GM for the purchase of a chassis for the service truck (2500HD Chassis) for the Waste Collections Department in the amount of \$50,177.48.

Motion CARRIED

**Approve the quote from Equipment Rental Company for the body of the service truck with a crane and plow in the amount of \$57,815**

City Engineer Story explained that this is for the body cost with a crane and plow for the Waste Collections Department service truck.

Councilor Bayliss, supported by Councilor Fosso, moved to approve the quote from Equipment Rental Company for the body of the service truck with a crane and plow in the amount of \$57,815.

Motion CARRIED

**Approve the quote from Applied Industrial Technologies for additional repairs to lift pump #6 in the amount of \$9,283.31 (Original repair cost was approved at the October 19, 2022 City Council Meeting)**

City Engineer Story stated that Dave Hurd from the Treatment Plant is present to speak about this item. Mr. Hurd explained that in October 2022 the Council approved a basic rebuild to Lift Pump #6, once the pump was inspected there were more things wrong with it and it now needs a complete rebuild. Mr. Hurd stated that it would be an additional \$10,000 to \$12,000 for a new pump with a 5-6 month wait time which wouldn't work; the complete rebuild will take 4-6 weeks which will be just barely enough time before the spring thaw.

Discussion: Mayor Hyduke asked what the length of service is for the new versus rebuilt pumps; Mr. Hurd stated the life expectancy should be the same and they both carry the same warranty.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the quote from Applied Industrial Technologies for additional repairs to lift pump #6 in the amount of \$9,283.31 (Original repair cost was approved at the October 19, 2022 City Council Meeting).

Motion CARRIED

**City Administrator's Report**

City Administrator Greg Pruszinske spoke briefly about the City's Legislative priorities; what would be primary priorities and what would be secondary priorities. City Administrator Pruszinske explained that he would like to get some direction from the Councilors about a Local Option Sales Tax; there was some discussion between the City Councilors and City Staff regarding this.



City Administrator Pruszinske stated that he wanted to talk about snow removal in the City, and give the City Councilors and the City Residents an update on what has been happening "behind the scenes". City Administrator Pruszinske explained that the 20+ inch snowfall the City received was preceded by a fair amount of ice, which slowed down plowing operations, it was wet heavy snow, and the City has had some equipment mechanical issues. City Administrator Pruszinske stated that he asked City Engineer Story to put some information together to put into context how much snow the City has had to deal with. City Engineer Story explained that the City removes snow on a total of 352 miles of roads. City Engineer Story listed off various information in reference to the amount of equipment the City uses to remove the snow, how many miles of snow is pulled to the center, the size of the windrows, the length of time it takes to remove the windrows etc. City Engineer Story explained that the City has two Sno-Go's - the primary Sno-Go that is 8 years the gearbox and main bearings failed the end of November, parts were ordered and are expected to be here mid-February; the secondary Sno-Go is 22 years old failed the main drive shaft today. City Engineer Story stated that loaders and dump trucks were used to remove windrows the rest of today, and they will continue that way, expecting the windrows to all be removed by next Wednesday. City Engineer Story explained that they are discussing different efficiencies in snow removal. City Engineer Story explained that they did receive a quote today for a new Sno-Go from MacQueen in the amount of \$206,650 and they could have it by the end of January. There was a lengthy discussion between the City Councilors and City Staff regarding snow removal and the option to purchase this new Sno-Go.

City Administrator Pruszinske stated that they budgeted in the 2023 Budget funding for the City to do some strategic planning; he spoke with a Consultant and would like to get a date on the calendar for this retreat-type meeting.

**Approve the quote from MacQueen Equipment for a new Sno-Go in the amount of \$206,650**

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the quote from MacQueen Equipment for a new Sno-Go in the amount of \$206,650.

Motion CARRIED

**BOARDS AND COMMISSIONS:**

**Chisholm Hibbing Airport Authority**

- One vacancy for a 3-year term ending 12/31/2025 for a Hibbing resident  
**Applicants**
  - Michael Furlong

Councilor Bayliss, supported by Councilor Fosso, moved to nominate Michael Furlong to one vacancy for a 3-year term ending December 31, 2025.

Motion CARRIED

Councilor Hoffman Saccoman ABSTAINED

#### **LICENSES AND PERMITS:**

Councilor Bayliss, supported by Councilor Fosso, moved to approve the 2023 On-Sale & Sunday Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Fosso, supported by Councilor Bayliss, moved to approve the 2023 Off-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to approve the 2023 Off-Sale Brew Pub License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve the 2023 Wine On-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Schweiberger, supported by Councilor Hildenbrand, moved to approve the 2023 Club On-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Fosso, supported by Councilor Hoffman Saccoman, moved to approve the 2023 Beer On-Sale Liquor License Renewals (Pending current taxes, utilities, and insurance).

Motion CARRIED

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve the Bingo Permit Application Request of Hibbing Little League to host their bingo event at the Elk's Lodge on Wednesdays in February (February 1, 8, 15, & 22, 2023).

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the Raffle Permit Application Request of the Angel Fund to hold their raffle at the Hibbing Curling Club on Saturday, February 11, 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve the Special Event Permit Application of Jason Husted to hold the 2023 Vintage Iron on the Range Snowmobile Ride to be held at Palmers Tavern on Saturday, February 18, 2023.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the Raffle Permit Application Request of the Hibbing Curling Club to hold their raffle on Saturday, February 11, 2023 at the Hibbing Curling Club.

Motion CARRIED

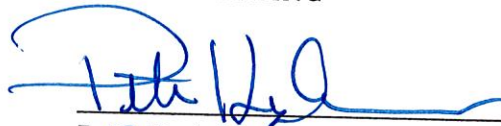
Councilor Schweiberger, supported by Councilor Fosso, moved to approve the Massage Therapy License of Sarah Garness of Balance Massage & Esthetics 1101 E. 37<sup>th</sup> Street Suite 11.

Motion CARRIED

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 6:10 p.m. by Councilor Hildenbrand and supported by Councilor Bayliss.

Motion CARRIED

CITY OF HIBBING



Pete Hyduke, Mayor

ATTEST:



Candie Seppala, City Clerk/Deputy Administrator