

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday May 3, 2023**

TIME AND PLACE: A Regular meeting of the Hibbing City Council was held on Wednesday, May 3, 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 Chief of Police Steve Estey.

ADDs/DELETES:

- **ADD: CONSENT AGENDA #9**
- **DELETE: BIDS AND QUOTES #1J**

APPROVAL OF THE AGENDA:

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

Motion CARRIED

APPROVAL OF MINUTES:

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the minutes of the Regular Hibbing City Council Meeting of April 19, 2023.

Motion CARRIED

Councilor Bayliss, supported by Councilor Hildenbrand, moved to approve the minutes of the Hibbing City Council Workshop Meeting of April 19, 2023.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Consent Agenda #s 1-9.

Motion CARRIED

1. Approve Accounts Payable dated:
 - 04/20/2023, checks #174563-174620, in the amount of \$236,926.40
 - 05/03/2023, checks #174621-174661, in the amount of \$232,259.02
2. Approve City Payroll for the pay period ending:
 - 04/21/2023, checks #168714-168724, in the amount of \$565,909.91
3. Authorize the hire of Heather Matvey for the Seasonal Recreation Programmer with the City Services Department pending successful completion of pre-employment contingencies
4. Authorize the promotion of Joseph Fischer to Full-Time Driver/Paramedic with the Hibbing Fire Department effective May 4, 2023
5. Acknowledge the resignation of Shelly Hanson from the Hibbing Economic Development Authority effective April 1, 2023
6. Acknowledge the resignation of Roger Saccoman from the Chisholm Hibbing Airport Authority effective April 1, 2023
7. Set the next Regular City Council Meeting for Wednesday, May 17, 2023 at 5:00 p.m. in the Hibbing City Hall Council Chamber
8. Set the next City Council Workshop Meeting for Wednesday, May 17, 2023 following the Regular City Council Meeting in the Hibbing City Hall Council Chamber
9. Authorize the Mayor to sign the supporting May 2023 as Mental Health Month “Look Around, Look Within” in the City of Hibbing

REMINDER:

Set the City Administrator’s quarterly review for Wednesday, May 10, 2023 at 5:00 p.m. in the HEDA Suite at City Hall

Authorize the Hibbing City Council to attend the Hibbing Walmart Supercenter Re-Grand Opening Celebration on Friday, May 12, 2023 at 9 a.m.

PUBLIC FORUM:**DEPARTMENT AND COMMITTEE REPORTS:**

Offer RESOLUTION NO. 23-05-01 CHANGING SECTION I.A.1 IN THE POLICY STATEMENT CONCERNING CITIZEN APPOINTMENTS TO ADVISORY BOARDS AND COMMISSIONS

Community Development Director Betsy Olivanti explained that this Resolution will change the policy so that only residents of the City of Hibbing may be appointed to serve on City Boards and Commissions.

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to offer RESOLUTION NO. 23-05-01 CHANGING SECTION I.A.1 IN THE POLICY STATEMENT CONCERNING CITIZEN APPOINTMENTS TO ADVISORY BOARDS AND COMMISSIONS.

Motion CARRIED

Approve the Planning Commission's Recommendation for an Interim Use Permit Request of Madison Kahl to allow for the operation of a new boarding kennel

Building Official Pat Green explained that the Planning Commission heard this request and they recommend the Council approves the request for an Interim Use Permit with the conditions listed on the Resolution.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the Planning Commission's Recommendation for an Interim Use Permit Request of Madison Kahl to allow for the operation of a new boarding kennel.

Motion CARRIED

Offer RESOLUTION NO. 23-05-02 ACCEPTING THE FEDERAL AWARD IN THE AMOUNT OF \$2,004.23 FROM THE MN DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR PROJECT #710591

Treasurer/Finance Director Sheena Mulner explained that this Resolution will be accepting the City's final award from the MN Department of Homeland Security and Emergency Management; this award will reimburse the administrative costs relating to the grant.

Councilor Schweiberger, supported by Councilor Whitney, moved to offer RESOLUTION NO. 23-05-02 ACCEPTING THE FEDERAL AWARD IN THE AMOUNT OF \$2,004.23 FROM THE MN DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR PROJECT #710591.

Motion CARRIED

Authorize the Chief of Police and City Clerk to sign the mutual aid agreement between the Hibbing Police Department and St. Louis County

Chief of Police Steve Estey explained that the only main change in the agreement is that the Sheriff changed.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to authorize the Chief of Police and City Clerk to sign the mutual aid agreement between the Hibbing Police Department and St. Louis County.

Motion CARRIED

Authorize an additional part-time PBA position with the Hibbing Police Department

Chief of Police Estey explained that there is a major issue with blight in town and they feel adding a second part time PBA position is a good way to address that issue. Chief of Police Estey stated that due to a vacant position in City Services since January 1, 2023 there are funds available and this transfer was agreed upon by all departments involved.

Councilor Bayliss, supported by Councilor Hildenbrand, moved to authorize an additional part-time PBA position with the Hibbing Police Department.

Discussion: Councilor Hoffman Saccoman asked Chief of Police Estey if in the next budget cycle in 2024 will this be under the Police Department , and they will be able to sustain it; Chief of Police Estey stated yes.

Motion CARRIED

Authorize the hire of Olivia Bassi and Courtney Anderson for the part-time positions with the Hibbing Police Department pending successful completion of pre-employment contingencies

Chief of Police Estey explained that Hibbing Police Department is very fortunate that both Olivia Bassi and Courtney Anderson are currently enrolled in the Law Enforcement Program.

Councilor Whitney, supported by Councilor Fosso, moved to authorize the hire of Olivia Bassi and Courtney Anderson for the part-time positions with the Hibbing Police Department pending successful completion of pre-employment contingencies.

Motion CARRIED

City Administrator's Report

City Administrator Greg Pruszinske stated that he wanted to update the City Council and Residents of the City, that there have been discussions internally regarding blight; they have been discussing capacity, how to get the work done, the different assets they will use etc. City Administrator Pruszinske stated that the City has a survey for the Park and Trail System Master Plan that they want to encourage the City Council, Staff and City Residents to complete the survey. City Administrator Greg Pruszinske explained that they have received

feedback that the survey is long; it is long because this hasn't been done in a long time and they have a lot of information to collect.

City Administrator Greg Pruszinske stated that a couple weeks ago the City Council during a workshop discussed recycling. City Administrator Greg Pruszinske explained that he wanted to give an update on that, they are still working on it internally.

City Administrator Greg Pruszinske spoke briefly about the City Council and Staff Strategic Planning Meeting that was held.

BIDS AND QUOTES:

Approve the professional services agreement between the City of Hibbing and SEH in the amount not to exceed \$48,000

City Engineer Jesse Story explained that this agreement will provide inspection services for City paving and State Aid Paving Project; the City will be reimbursed through State Aids funds for this.

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to approve the professional services agreement between the City of Hibbing and SEH in the amount not to exceed \$48,000.

Motion CARRIED

Approve the 2023 City Sidewalk Project Bid Award to Concrete Worx LLC in the amount of \$81,600.15

City Engineer Story explained that bids were opened and the low bid was from Concrete Worx LLC; he is asking for Council approval to award this bid.

Councilor Bayliss, supported by Councilor Hildenbrand, moved to approve the 2023 City Sidewalk Project Bid Award to Concrete Worx LLC in the amount of \$81,600.15.

Discussion: Mayor Hyduke asked City Engineer Story if there is funding left, can people still sign up; City Engineer Story stated yes.

Motion CARRIED

Approve the 2023 City of Hibbing Paving Project to KGM Constructors, Inc. in the amount of \$2,137,595.35, and take the over budget amount of \$45,801.25 from the Permanent Improvement Fund.

City Engineer Story explained that bids were opened and the low bid was KGM Constructors, Inc. City Engineer Story explained that the bid came in more than was budgeted for; he would like to take the additional funds needed from the Permanent Improvement Fund.

Councilor Bayliss, supported by Councilor Fosso, moved to approve the 2023 City of Hibbing Paving Project to KGM Constructors, Inc. in the amount of \$2,137,595.35, and take the over budget amount of \$45,801.25 from the Permanent Improvement Fund.

Motion CARRIED

Approve the quote for the exhaust system repair on Dump Truck #66069 to Mid-State Truck Service, Inc. in the amount of \$3,279.14

City Engineer Story explained that this truck is a 2013 and the exhaust system needed to be repaired; he is asking for Council approval.

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the quote for the exhaust system repair on Dump Truck #66069 to Mid-State Truck Service, Inc. in the amount of \$3,279.14.

Motion CARRIED

Approve the quote for replacing the transmission control unit and wiring ends on road grader #66047 to Ziegler in the amount of \$4,652.92

City Engineer Story explained that this is the newer of the three City owned graders; he is asking for Council approval.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the quote for replacing the transmission control unit and wiring ends on road grader #66047 to Ziegler in the amount of \$4,652.92.

Discussion: Councilor Hoffman Saccoman asked City Engineer Story if some of this equipment getting at the end of their life span, is that why there are so many requests for approval of quotes/repairs; City Engineer Story explained that yes, some of it is because of the age of the equipment, and some of it is because of the hard winter we had and a lot of hours were put on the equipment.

Motion CARRIED

Approve the proposal from Braun Intertec in the amount of \$20,025 for Materials Testing Services on the State Aid and City Paving Project

City Engineer Story explained that it is required by MnDot to have the materials tested on State Aid and City Paving Projects, this will be reimbursed with State Aid funds.

Councilor Whitney, supported by Councilor Bayliss, moved to approve the proposal from Braun Intertec in the amount of \$20,025 for Materials Testing Services on the State Aid and City Paving Project.

Motion CARRIED

Approve the quote to replace a controller unit on Sanitation Truck #66107 to Pyramid Equipment, Inc. in the amount of \$4,500 plus freight in an amount not to exceed \$150

City Engineer Story explained that this is a 2016 truck and the current parts were malfunctioning and needed to be fixed; he is asking for Council approval.

Councilor Schweiberger, supported by Councilor Hildenbrand, moved to approve the quote to replace a controller unit on Sanitation Truck #66107 to Pyramid Equipment, Inc. in the amount of \$4,500 plus freight in an amount not to exceed \$150.

Motion CARRIED

Approve the quote to replace the charger and actuator on Dump Truck #66067 to Mid-State Truck Service, Inc. in the amount of \$4,062.08

City Engineer Story explained that this is a 2006 dump truck, it is one of the older dump trucks the City has; he is asking for Council approval.

Councilor Fosso, supported by Councilor Hoffman Saccoman, moved to approve the quote to replace the charger and actuator on Dump Truck #66067 to Mid-State Truck Service, Inc. in the amount of \$4,062.08.

Discussion: Mayor Hyduke stated that we do not have enough trucks to park one until we get a new one, we need all the trucks functional; City Engineer Story stated that is correct.

Motion CARRIED

Approve the quote to replace pivot pins and bushings on front-end loader #66032 to McCoy in the amount of \$7,969.95

City Engineer Story explained that this is a 2012 loader that is used for the Sno Go and these parts basically wore out because the Sno Go is so heavy. City Engineer Story stated that this needs to be repaired at the dealer; he is asking for Council approval.

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve the quote to replace pivot pins and bushings on front-end loader #66032 to McCoy in the amount of \$7,969.95.

Discussion: Councilor Hoffman Saccoman asked City Engineer Story if this is the new loader; City Engineer Story stated no, this is a 2012 loader.

Motion CARRIED

Approve the quote to replace the rotor and stator for Moyno pumps to Liberty Processing Equipment in the amount of \$3,925 plus shipping

City Engineer Story explained that this quote is for a needed pump at the Waste Treatment Plant; he is asking for Council approval.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the quote to replace the rotor and stator for Moyno pumps to Liberty Processing Equipment in the amount of \$3,925 plus shipping.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Schweiberger, supported by Councilor Hildenbrand, moved to approve the Raffle Permit Application Request of Iron Range Boxing to hold their raffle on Saturday, September 30, 2023 at Palmer's Tavern.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to approve the Raffle Permit Application Request of the Hibbing High School to hold their raffle at the Mesaba Country Club on Monday, June 12, 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Whitney, moved to approve the Raffle Permit Application Request of the Hibbing Area Chamber of Commerce to hold their raffle on Thursday, July 6, 2023 at Mr. Nick's Corner Bar.

Motion CARRIED

Councilor Fosso, supported by Councilor Bayliss, moved to approve the Raffle Permit Application Request of the Iron Range Motorcycle Club to hold their raffle on Saturday, June 17, 2023 at the IRMC Clubhouse.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Special Event Permit Application for the American Cancer Society to hold the Relay for Life of St. Louis County event in Bennett Park on Friday, August 11, 2023.

Motion CARRIED

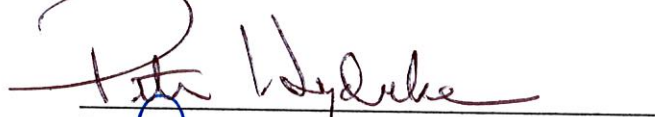
Councilor Hildenbrand, supported by Councilor Bayliss, moved to approve the 2023 Transient Merchant Application Renewal Request of Dean Davich of Happy Dean's Eats to sell food in Hibbing.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:34 p.m. by Councilor Schweiberger and supported by Councilor Bayliss.

Motion CARRIED

CITY OF HIBBING



Pete Hyduke, Mayor

ATTEST:



Candie Seppala, City Clerk/Deputy Administrator