

**THE MINUTES OF THE REGULAR MEETING OF THE  
HIBBING CITY COUNCIL  
Wednesday September 6, 2023**

**TIME AND PLACE:** A Regular meeting of the Hibbing City Council was held on Wednesday, September 6, 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 and Chief of Police Steve Estey. City Engineer Jesse Story was absent.

**ADDs/DELETES:**

- **MODIFY:**           **CONSENT AGENDA #22, #23 & #24**
- **ADD:**               **DEPARTMENT & COMMITTEE REPORTS #1f & #4a**
- **ADD:**               **BIDS & QUOTES #3c**

**APPROVAL OF THE AGENDA:**

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

Motion CARRIED

**APPROVAL OF MINUTES:**

Councilor Whitney, supported by Councilor Hildenbrand, moved to approve the minutes of the Regular Hibbing City Council Meeting of August 16, 2023.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve the minutes of the Hibbing City Council Workshop Meeting of August 16, 2023.

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve the minutes of the Special Hibbing City Council Meeting of August 30, 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the minutes of the Budget Workshop Meeting of August 30, 2023.

Motion CARRIED

**CONSENT AGENDA:**

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Consent Agenda #s 1-24.

Motion CARRIED

1. Approve Accounts Payable dated:
  - 08/31/2023, checks #175512-175550, in the amount of \$309,105.11
2. Approve City Payroll for the pay period ending:
  - 08/11/2023, checks #168790-168800 in the amount of \$550,925.02
  - 08/25/2023, checks #168801-168806 in the amount of \$566,833.59
3. Authorize the Hibbing City Council to attend the Senate Bonding Tour for the Public Utilities Water Treatment Plant on Thursday, September 7, 2023 at 1:50 p.m. at the Water Treatment Plant
4. Authorize the Hibbing City Council to attend the House Bonding Tour for the Public Utilities Water Treatment Plant on Thursday, September 28, 2023 at 9:30 a.m.
5. Authorize the Hibbing City Council to attend the City of Hibbing/HPU Golf Tournament on Thursday, September 14, 2023 at the Hibbing Municipal Golf Course
6. Authorize the City of Hibbing's Fall Yard Waste Clean-Up from October 23rd through November 3rd, 2023
7. Approve the updated agreement between the City of Hibbing and St. Louis County for the Services Agreement for Non-Exempt Clerical Services Effective July 1, 2023
8. Approve the updated agreement between the City of Hibbing and St. Louis County for Space Lease Effective July 1, 2023
9. Approve the updated Engineering Technician Job Description
10. Authorize the posting of a Full-Time Engineering Technician

11. Authorize the hire of Craig Gleason for the full-time Skilled Labor Position in the Public Works Department pending pre-employment contingencies
12. Acknowledge the resignation of Bryanna Syrjanen-Pohl, EMT with the Hibbing Fire Department effective August 25, 2023
13. Approve the updated Equipment Operator I Job Description
14. Approve the updated Equipment Operator II Job Description
15. Authorize the posting of a full-time Equipment Operator II position in the Public Works Department
16. Acknowledge the resignation of Daron Manning, Automatic Truck Driver with the Sanitation Department effective September 22, 2023
17. Authorize the posting a full-time Automatic Truck Driver with the Sanitation Department
18. Authorize (2) Ford Explorers for Auction
19. Approve the change in Library Hours Monday through Thursday, 10:00 a.m. to 6:00 p.m. Friday, 10:00 a.m. to 5:00 p.m.
20. Set the next Regular City Council Meeting for Wednesday, September 20, 2023 at 5:00 p.m. in the Hibbing City Hall Council Chamber
21. Set the next City Council Workshop Meeting for Wednesday, September 20, 2023 following the Regular City Council Meeting in the Hibbing City Hall Council Chamber
22. Authorize the hire of John Yuretich for the Full-Time Public Works Superintendent effective September 11, 2023
23. Authorize the posting a Full-Time Public Works Foreman
24. Set the Public Hearing for the adoption of the final levy on Wednesday, December 6, 2023 at 6 p.m. in the City Hall Council Chamber

**PUBLIC FORUM:**

**RAMS INTRODUCTION – Paul Peltier****CAREER ACADEMY CERTIFICATIONS WITH THE HIBBING POLICE DEPARTMENT:**

Mayor Hydeke read off the names of the participants and Chief of Police Steve Estey gave the participants their certificates.

**DEPARTMENT AND COMMITTEE REPORTS:****Offer RESOLUTION NO. 23-09-01 TO APPLY FOR AND ACCEPT FUNDS FROM THE NATIONAL ENDOWMENT FOR THE HUMANITIES: PUBLIC HUMANITIES PROJECT GRANT FOR THE EXHIBITION SPACE INSIDE THE NEW HULL RUST MINEVIEW FACILITIES**

Community Development Director Betsy Olivanti explained that to start this process the draft grant application will be submitted in November, with the final application due in January 2024.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 23-09-01 TO APPLY FOR AND ACCEPT FUNDS FROM THE NATIONAL ENDOWMENT FOR THE HUMANITIES: PUBLIC HUMANITIES PROJECT GRANT FOR THE EXHIBITION SPACE INSIDE THE NEW HULL RUST MINEVIEW FACILITIES.

Discussion: Councilor Hoffman Saccoman wished to thank Erica Zubich for all of her time and effort put in to help this process.

Motion CARRIED

**Approve the Facility Use Agreement with the VA to use the Memorial Building Conference Room for Counseling services to eligible veterans and their families**

Community Development Director Olivanti explained that the VA has used this space for over a decade and they wish to renew the lease.

Councilor Schweiberger, supported by Councilor Whitney, moved to approve the Facility Use Agreement with the VA to use the Memorial Building Conference Room for Counseling services to eligible veterans and their families.

Motion CARRIED

**Offer RESOLUTION NO. 23-09-05 TO APPLY TO AND ACCEPT FUNDS FROM THE MINNESOTA DNR RELEAF COMMUNITY FORESTRY GRANT**

Community Development Director Olivanti explained that this grant is for a tree inventory and management plan for the City.

Councilor Fosso, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 23-09-05 TO APPLY TO AND ACCEPT FUNDS FROM THE MINNESOTA DNR RELEAF COMMUNITY FORESTRY GRANT.

Motion CARRIED

**Offer RESOLUTION NO. 23-09-06 TO APPLY TO AND ACCEPT FUNDS FROM THE MINNESOTA HISTORICAL SOCIETY STATE CAPITAL PROJECTS GRANTS-IN-AID COUNTY AND LOCAL PRESERVATION GRANTS PROGRAM FOR CITY HALL RENOVATIONS**

Community Development Director Olivanti explained that this grant will be for the first set of capital improvements at City Hall.

Councilor Fosso, supported by Councilor Whitney, moved to offer RESOLUTION NO. 23-09-06 TO APPLY TO AND ACCEPT FUNDS FROM THE MINNESOTA HISTORICAL SOCIETY STATE CAPITAL PROJECTS GRANTS-IN-AID COUNTY AND LOCAL PRESERVATION GRANTS PROGRAM FOR CITY HALL RENOVATIONS.

Motion CARRIED

**Approve the Essentia Health – Hibbing Walkability Project Proposal**

Community Development Director Olivanti explained what could be accomplished with this study.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the Essentia Health – Hibbing Walkability Project Proposal.

Motion CARRIED

**Authorize the signing of the right of access agreement for Hibbing HRA to conduct preliminary geological testing on Parcel 140-0290-00520 with a vendor of their choice.**

Community Development Director Olivanti explained that this agreement will allow the start of investigation into the suitability of this parcel for a project.

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to authorize the signing of the right of access agreement for Hibbing HRA to conduct preliminary geological testing on Parcel 140-0290-00520 with a vendor of their choice.

Discussion: Councilor Whitney asked where this parcel is located; Community Development Director Olivanti explained where the parcel is located.

Motion CARRIED

**Offer RESOLUTION NO. 23-09-02 APPROVING THE 2023 RANGE REGIONAL AIRPORT AUTHORITY LEVY PAYABLE IN 2024 REQUEST**

Treasurer-Finance Director Sheena Mulner stated that she is asking the Council to approve the levy request.

Councilor Schweiberger, supported by Councilor Hildenbrand, moved to offer RESOLUTION NO. 23-09-02 APPROVING THE 2023 RANGE REGIONAL AIRPORT AUTHORITY LEVY PAYABLE IN 2024 REQUEST.

Motion CARRIED

**Offer RESOLUTION NO. 23-09-03 APPROVING THE CERTIFICATION OF THE 2023 HRA LEVY PAYABLE IN 2024 IN THE AMOUNT OF \$50,000**

Treasurer-Finance Director Mulner stated that she is asking the Council to approve the levy request.

Councilor Fosso, supported by Councilor Hoffman Saccoman, moved to offer RESOLUTION NO. 23-09-03 APPROVING THE CERTIFICATION OF THE 2023 HRA LEVY PAYABLE IN 2024 IN THE AMOUNT OF \$50,000.

Motion CARRIED

**Offer RESOLUTION NO. 23-09-04 APPROVING THE CERTIFICATION OF THE 2023 LEVY PAYABLE IN 2024**

Treasurer-Finance Director Mulner explained that they have been working on the budget since June and will continue to try to find ways to decrease the budget until the final levy is set on December 6, 2023; she is asking for Council approval.

Councilor Fosso, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 23-09-04 APPROVING THE CERTIFICATION OF THE 2023 LEVY PAYABLE IN 2024.

Discussion: Mayor Hydeuk thanked Treasurer-Finance Director Mulner and all Staff that worked on the budget for all of the work they have done up to this point.

Motion CARRIED

**Approve the amended version of the School Resource Officer Contract with ISD #701 to reflect only one (1) officer being contracted with the school for the 2023-2024 school year**

Chief of Police Estey explained that due to staff shortages and recent legislature changes there will only be one (1) SRO at the elementary schools for this school year.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to approve the amended version of the School Resource Officer Contract with ISD #701 to reflect only one (1) officer being contracted with the school for the 2023-2024 school year.

Motion CARRIED

**Offer RESOLUTION NO. 23-09-07 ORDERING THE REMOVAL OF HAZARDOUS BUILDING LOCATED UPON A PART OF LOT 4, SECTION 7, TOWNSHIP 57, RANGE 20, HAVING A STREET ADDRESS OF 1912 FIRST AVENUE, HIBBING, MN**

City Attorney Andy Borland explained that this building sustained a fire over a year ago and Building Official Pat Green has advised that the building is a danger and needs to come down.

Councilor Bayliss, supported by Councilor Fosso, moved to offer RESOLUTION NO. 23-09-07 ORDERING THE REMOVAL OF HAZARDOUS BUILDING LOCATED UPON A PART OF LOT 4, SECTION 7, TOWNSHIP 57, RANGE 20, HAVING A STREET ADDRESS OF 1912 FIRST AVENUE, HIBBING, MN.

Motion CARRIED

**City Administrator's Report**

City Administrator Greg Pruszinske spoke about the Senate Capital Investment Committee tour stopping in Hibbing Thursday September 7, 2023.

**BIDS AND QUOTES:**

**Approve the change order for the ambulance price increase of \$6,253.00 for the Chassis**

Fire Chief Erik Jankila explained that this ambulance was ordered 6 months ago and Ford has increased the price of the chassis; they looked at several different possible alternatives and there currently aren't any alternatives.

Councilor Whitney, supported by Councilor Bayliss, moved to approve the change order for the ambulance price increase of \$6,253.00 for the Chassis.

Motion CARRIED

**Approve the purchase for Air Release Valves for the forcemain along Highway 37 from Electric Pump in the amount of \$5,290.00**

City Administrator Pruszinske stated they are looking for Council approval to pay this invoice.

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve the purchase for Air Release Valves for the forcemain along Highway 37 from Electric Pump in the amount of \$5,290.00.

Motion CARRIED

**Approve the purchase for the electrical hook-up of the new Leetonia lift station control panel from Tromco in the amount of \$13,461.70**

City Administrator Pruszinske explained that this is a project from 2022 that took twelve months to get this item; they are looking for Council approval to pay this invoice.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the purchase for the electrical hook-up of the new Leetonia lift station control panel from Tromco in the amount of \$13,461.70.

Motion CARRIED

**Approve the estimate for three bituminous patches from SBS Blacktop in the amount of \$4,440.00**

City Administrator Pruszinske explained that this work has been completed; they are looking for Council approval to pay this invoice.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the estimate for three bituminous patches from SBS Blacktop in the amount of \$4,440.00.

Discussion: Councilor Bayliss asked City Administrator Pruszinske when the work on Minnesota St. was completed; City Administrator Pruszinske stated it was an alley that was patched.

Motion CARRIED

**Approve the purchase of (2) Ford Explorers from Ford of Hibbing in the amount of \$43,599.04**

Chief of Police Estey explained that these will be paid for by an equipment certificate and encumbered funds from last year's parking revenue; he is looking for Council approval.



Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the purchase of (2) Ford Explorers from Ford of Hibbing in the amount of \$43,599.04.

Discussion: Mayor Hyduke asked Chief of Police Estey if this purchase is something separate from the lease program; Chief of Police Estey stated yes.

Motion CARRIED

**Approve the purchase of (6) handgun packages from Tactical Advantage in the amount of \$6,679.26**

Chief of Police Estey explained that these were originally budgeted for 2024 and they found funds remaining in the 2023 budget to purchase them now.

Councilor Bayliss, supported by Councilor Whitney, moved to approve the purchase of (6) handgun packages from Tactical Advantage in the amount of \$6,679.26.

Motion CARRIED

**Approve the Fleet Program Squad Purchase (Finance to own - (3) 2023 Dodge Durango's through Republic First National in the amount of annual payments of \$28,151.56 over a five-year term**

Chief of Police Estey explained that they have been exploring options for the new Fleet Program and comparing Enterprise with Republic First National it is a savings of about \$20,000.00.

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve the Fleet Program Squad Purchase (Finance to own - (3) 2023 Dodge Durango's through Republic First National in the amount of annual payments of \$28,151.56 over a five-year term.

Discussion: Mayor Hyduke stated that one of the strengths of Enterprise was the availability, how does this company compare; Chief of Police Estey stated that the person they currently use to upfit the squads is based out of the Twin Cities and he located these three vehicles and will continue to offer that service for the City. Councilor Whitney asked Chief of Police Estey what the issue with Enterprise was; Chief of Police Estey explained that there would be a fee charged for each vehicle at the end of the lease term with Enterprise. Councilor Fosso asked if they would follow the purchasing plan that he recommended previously; Chief of Police Estey stated that it will be similar to that and less costly.

Motion CARRIED

**Approve the quote from Hart Electric for the replacement of 18 lights to energy efficient LED lamps in the amount of \$3,357.00 including parts, labor, and disposal of old florescent fixtures**

Library Manager Laura Koeneman stated that she is looking for Council approval.

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve the quote from Hart Electric for the replacement of 18 lights to energy efficient LED lamps in the amount of \$3,357.00 including parts, labor, and disposal of old florescent fixtures.

Motion CARRIED

**Approve the quote for A to Z Database Subscription for access services to the research database in the amount of \$1,200.00**

Library Manager Koeneman stated that she is looking for Council approval.

Councilor Bayliss, supported by Councilor Fosso, moved to approve the quote for A to Z Database Subscription for access services to the research database in the amount of \$1,200.00.

Motion CARRIED

**Approve the quote for installing e-faxing and monthly agreement from Metro Sales Incorporated in the amount of \$855.88**

Library Manager Koeneman stated that she is looking for Council approval.

Councilor Whitney, supported by Councilor Fosso, moved to approve the quote for installing e-faxing and monthly agreement from Metro Sales Incorporated in the amount of \$855.88.

Motion CARRIED

**Approve the quote from American Eagle Security Systems for installation of new keypads and sensors for monitoring of fire and intrusion alarms in the amount of \$1,268.80**

Library Manager Koeneman stated that she is looking for Council approval.

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve the quote from American Eagle Security Systems for installation of new keypads and sensors for monitoring of fire and intrusion alarms in the amount of \$1,268.80.

Motion CARRIED

**Approve the quote of American Eagle Security Systems for the installation of a new security system with fob access for two entrances to the Library in the amount of \$4,226.40**

Library Manager Koeneman stated that she is looking for Council approval.

Councilor Hoffman Saccoman, supported by Councilor Hildenbrand, moved to approve the quote of American Eagle Security Systems for the installation of a new security system with fob access for two entrances to the Library in the amount of \$4,226.40.

Motion CARRIED

**Approve the purchase of a 2024 Towmaster Mack Plow Truck in the amount of \$320,210.28 (\$159,806 for the body and attachments from Towmaster and \$160,404.28 for the Mack Chassis Nuss Truck & Equipment) – funding to pay for the truck will come from the unspent debt services funds or 2002A refunding**

Fleet Manager Joe McKenney explained that this will replace one of the road graders in a rural route and it will be a great addition to the fleet.

Councilor Fosso, supported by Councilor Bayliss, moved to approve the purchase of a 2024 Towmaster Mack Plow Truck in the amount of \$320,210.28 (\$159,806 for the body and attachments from Towmaster and \$160,404.28 for the Mack Chassis Nuss Truck & Equipment) – funding to pay for the truck will come from the unspent debt services funds or 2002A refunding.

Discussion: Councilor Hoffman Saccoman asked if the City has other trucks like this in our fleet or will this be the first like this; Fleet Manager McKenney explained that the City used to have plow trucks and got away from them, so this will be the first plow truck currently in the fleet.

Motion CARRIED

#### **BOARDS AND COMMISSIONS:**

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

Councilor Bayliss, supported by Councilor Whitney, moved to approve the Special Event Permit Application of the Senior Center Volunteers to hold their Christmas Craft Show on Saturday, November 4, 2023 at the Hibbing Memorial Building.

Motion CARRIED

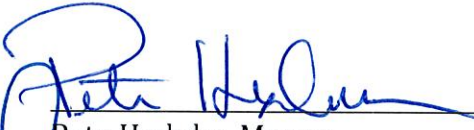
Councilor Schweiberger, supported by Councilor Hildenbrand, moved to approve the Temporary On-Sale Liquor License Request of the Hibbing Area Chamber of Commerce to have Sammy's dispense alcohol at the Oktoberfest Business After Hours on Thursday, October 12, 2023 at National Bank of Commerce.

Motion CARRIED

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:48 p.m. by Councilor Bayliss and supported by Councilor Hildenbrand.

Motion CARRIED

CITY OF HIBBING

  
\_\_\_\_\_  
Pete Hyduke, Mayor

ATTEST:   
\_\_\_\_\_  
Candie Seppala, City Clerk-Deputy Administrator