

**THE MINUTES OF THE REGULAR MEETING
OF THE HIBBING CITY COUNCIL**

May 19, 2010

TIME AND PLACE: A regular meeting of the Hibbing City Council was held on Wednesday, May 19, 2010 at 6:00 p.m. in the Hibbing City Hall Council Chambers.

ATTENDANCE: Present at roll call Mayor Richard Wolff, Clerk Patrick L. Garrity, Councilor Tim Harkonen, Councilor Darby Sater, Councilor Frank Bigelow, Councilor Jack Lund, and Councilor Patty Shafer. Also present were Police Chief Duane Gielen, Finance Director Sherri A. Renskers, Assistant City Engineer Jesse Story, City Attorney Richard Sellman, City Administrator Brian Redshaw, and Administrative Council Assistant Sharon Ross.

ROLL CALL: Mayor Wolff called the meeting to order at 6:00 p.m.

ADDs & DELETES: Mayor Wolff read into the record the revisions to the original Council Agenda.

- ADD: CONSENT AGENDA: Accounts Payable dated 05/18/2010
- ADD: DEPARTMENTS & COMMITTEES: Council Report

I. APPROVE MINUTES:

- None at this time.

II. CONSENT AGENDA:

Councilor Lund, supported by Clerk Garrity moved to approve the Consent Agenda Items minus Items #7 and #11 as pulled for discussion. Motion CARRIED

1. Approve Accounts Payable dated:
 - 05/14/2010, checks #134712 - #134845, in the amount of \$165,301.23.
 - 05/14/2010, checks #134846 - #134874, in the amount of \$713,912.47.
 - 05/18/2010, check #134875, in the amount of \$438.40.
2. Approve City Payroll for Pay period ending 05/07/2010, checks #151383 - #151491, in the amount of \$323,342.06.
3. Authorize a conditional offer of employment to Rachel Shiek to the position of Patrol Officer with the Hibbing Police Department pending the results of physical and psychological examination.
4. Authorize a conditional offer of employment to Nicholas Kenjalo to the position of Patrol Officer with the Hibbing Police Department pending the results of physical and psychological examination.
5. Accept and place on file the Hibbing Fire Department's 2009 Annual Report.
6. Accept and place on file the Hibbing Fire Department's 1st Quarter, 2010 Report.

7. Approve the New Recycling Center Proposed Prices for Compost and Wood Chips.

Discussion: Councilor Shafer pulled this item to inform the public that the new Recycling Center will have compost and wood chips available for purchase when they open in June. She also suggested that Hibbing Public Access Television should run an advertisement. Mayor Wolff also noted that garbage pick-up information will be included with the delivery of the new garbage canisters. Advertisements for both the recycling center and the sanitation schedules will be found on HPAT, the City's Facebook and website.

Mayor Wolff, supported by Councilor Shafer moved to approve the new recycling center proposed prices for compost and wood chips. Motion CARRIED

8. Authorize the signatures of the Mayor and Clerk on the St. Louis County Community Development Block Grant Program Agreement.
9. Authorize the recommendation from the City Administrator to resolve the MAPE grievance for Police Chief Duane Gielen.
10. Approve a resident's request to block off a portion of 13th Avenue East on the evening of Tuesday, July 20th for the purpose of the Annual 13th Avenue East Block Party.
11. Approve the request of the Hibbing Miners Baseball to waive fees for the use of Al Nyberg Field for the 3rd Annual "Hull Rust" Baseball Tournament Fund Raiser.

Discussion: Mayor Wolff pulled this item for discussion as it is summer time and everyone should be aware of the fact that the City has in the past been able to allow organizations to utilize the ball fields free of charge. Our current position is that we will have to recoup our cost of maintaining the fields and that waiving fees for field use is something we can no longer afford to do.

Mayor Wolff, supported by Councilor Harkonen moved to deny the request of the Hibbing Miners Baseball to waive fees for the use of Al Nyberg Field for the 3rd Annual "Hull Rust" Baseball Tournament Fund Raiser. Motion CARRIED

12. Authorize Council attendance at the League of Minnesota Cities Annual Conference & Marketplace in St. Cloud, June 23rd – 25th, 2010.
13. Set the summer hours of City Hall from 7:00 a.m. to 4:00 p.m. from Memorial Day to Labor Day.
14. Set the next regular meeting for the City Council for Wednesday, June 2, 2010 at 6:00 p.m. in the City Hall Council Chamber.

III. PUBLIC FORUM:

IV. BIDS AND QUOTES:1) **Parks & Recreation Department – Dale Gaasland, Director****a. Al Nyberg Fence Work**

Mr. Gaasland approached the Council to request the release of funding from the Al Nyberg capital (\$8,000), the Minnesota Twins grant (\$5,000), Hibbing Foundation (\$2,000) to prepare for this year's American Legion State Tournament. Quotes were received for the Foul Territory Fencing and the Screening Slat Material.

Councilor Harkonen, supported by Clerk Garrity moved to award the quote for the Al Nyberg Field Foul Territory Fencing to Oberg Fence Company in the amount of \$2,950.00. Motion CARRIED.

Councilor Lund, supported by Councilor Bigelow moved to award the quote for the Al Nyberg Field Fence Screening Slat Material to Iron Oakes Fencing in the amount of \$10,132.00. Motion CARRIED

V. DEPARTMENT AND COMMITTEE REPORTS:1. **Building and Housing Department – Pat Green, Building Official****a) Planning Commission Recommendation – Conditional Use Permit Petition of Richard Rusich**

Councilor Bigelow, supported by Councilor Shafer moved to concur with the Planning Commission recommendation to approve the conditional use permit petition of Richard Rusich. Motion CARRIED

2. **Parks & Recreation Department – Dale Gaasland, Director****a) Plan for Parks & Recreation Summertime Help**

To provide park service to the community, Mr. Gaasland said that the parks and recreation department will need to employ four non-traditional employees, seven returning college students, and would like to hire four new college student applicants. He also pointed out that 200 flower baskets will be delivered to the city next week that need to be watered.

Councilor Shafer said that she is not opposing to hiring but believes that we need a hiring policy because she is opposed to hiring the same people every year as she believes that every kid in the community should have a chance.

Mayor Wolff asked if these positions were advertised at the MN Workforce Center. Mr. Gaasland said that 112 applications were received at the Workforce Center. He also pointed out that normally the City's summer staff begin work on May 15th. Mr. Gaasland is requesting authorization to hire the summer staff and if the hiring is not approved he would then like direction on the services that need to be eliminated.

The recommendations from Dale Gaasland and Kraig Stolhammer for the returning seasonal temporary staff are: Steven Craven, Dan Trunnel, Les Nefger, Beau Vlatkovich, Ben Wilson, Sonja Knezovich, Graham Redshaw, Karl Collier, Maggie Salstrand, and Caitlin Furin.

Mayor Wolff, supported by Clerk Garrity moved to authorize the Human Resources Director to establish a Summer Seasonal Hiring Policy for the City of Hibbing prior to the next hiring season. Clerk Garrity asked to also include in the policy that various assignments could be made in any area of the City. Motion CARRIED

Councilor Lund, supported by Councilor Bigelow moved to approve the hiring list for the ten returning Seasonal Temporary staff for the Parks and Recreation Department as well as four new hires for Seasonal Temporary staff for the Parks and Recreation Department. Motion CARRIED

3. **City Engineer's Office – John P. Suihkonen, City Engineer**

a) **Staffing Efficiency Committee Recommendation-Temporary Skilled General Laborer**

The senior qualified employee posting for the temporary skilled labor position is expected to be filled by the custodian at the library. With the current staffing in the city there is no one to provide janitorial services at the Library or at City Hall. There is also a need to cover the Public Works for Weed and Grass Complaints. The Staffing Efficiency Committee is recommending the hiring of a general laborer that could split time between the City Hall, Library, and Public Works.

Clerk Garrity stressed the fact that the City is facing financial challenges and made a motion to deny the request. Clerk Garrity commented that we have lost \$1.8 million in Local Government Aid and Taconite Aid and the departments need to find another way by possibly moving staff around for coverage. If this position is unable to be filled, the department heads have asked for direction from the Council on services to be cut to deal with the shortage of staffing. Councilor Shafer asked if the summer help could have some custodial duties and be utilized to cover until the fall.

Mayor Wolff reported that over the course of the many retreats the Council has held this year, we have tried to set targets and the City is not meeting those targets and our budget situation is worse now than before and by doing this it would push us farther into uncertainty. Mayor Wolff would second the motion to deny the request.

Mr. Redshaw mentioned that he is looking at creative ways of using staff from other departments, senior citizens, and summer help and he is confident of being able to cover the janitor services. Mr. Redshaw asked the Council if the City needs to forego the weed and grass complaints as we are short staffed. Councilor Bigelow suggested to do a special assessment for weed and grass complaints and raise the charge.

Mayor Wolff noted that part of this has to be done by the department heads and that they specifically they need to delineate what they are doing on a day to day basis so we can say if a service is a priority or not and those services would need to be cut. Mayor Wolff suggested that department heads bring a list of priority services to City Administrator Redshaw to be brought back to the Council.

Clerk Garrity, supported by Mayor Wolff moved to deny the request of the Staffing Efficiency Committee for authorization to hire a General Labor position to be split between the City Hall, Public Library, and Public Works department. Motion CARRIED

4. **City Attorney's Office – Richard Sellman, Attorney**

a) **Authorize Acceptance of Outlot "A" Mesaba Woods (Hibbing Public Utilities Commission facilities on this site.)**

Councilor Harkonen, supported by Councilor Bigelow moved to authorize acceptance of Outlot "A" Mesaba Woods. Motion CARRIED

5. **City Administrator's Office – Brian Redshaw**

a. **Request from Gambling Commission**

Mr. Redshaw stated the city bases its 10% calculation on a calendar year and the state reports are based on the fiscal year. The Gambling Commission is requesting a revision to the City Ordinance to change the City reporting schedule to the fiscal year and to forego charging the gambling organizations until July 1st.

Councilor Bigelow made a motion to approve the ordinance revision. Mayor Wolff asked Mr. Sellman to research the legality of this option and bring it back to the Council. Councilor Bigelow withdrew his motion.

6. **Council Report – Darby Sater**

Councilor Sater commented on a recent article published in the City's official newspaper.

VI. LICENSES AND PERMITS

1. Councilor Harkonen, supported by Councilor Bigelow moved to approve the Special Event Permit Application from the Hibbing Area Chamber of Commerce for the Hibbing Jubilee Grand Parade to be held Saturday, July 10, 2010. Motion CARRIED
2. Councilor Shafer, supported by Mayor Wolff moved to approve the Special Event Permit Application from the Hibbing Area Chamber of Commerce for the Hibbing Jubilee Street Dance to be held Saturday, July 10, 2010. Motion CARRIED
3. Councilor Bigelow, supported by Councilor Harkonen moved to approve the Special Event Permit Application from the Hibbing Downtown Merchants Association for the Hibbing Downtown Sidewalk Days to be held Thursday, July 15, 2010 and to waive the requirements for vendors located within the defined area of the event to have a Transient Merchant License, noting the event location includes Howard Street and streets across on both sides. Motion CARRIED

VII. BOARDS & COMMISSIONS

1. **Human Rights Commission: (3 Vacancies, 3-year term)**

Applicant:

- Marmie Jotter

Councilor Bigelow, supported by Councilor Harkonen moved to appoint Marmie Jotter to the Human Rights Commission for a 3-year term to March 31, 2013. Motion CARRIED

VIII. ADJOURNMENT.

There being no further business brought before the Council, Councilor Bigelow, supported by Councilor Sater moved to adjourn the meeting at 6:47 p.m.

CITY OF HIBBING

Richard M. Wolff, Mayor

ATTEST: _____
Patrick L. Garrity, Clerk-Treasurer