

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, APRIL 21, 2014 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. April 7, 2014, Regular Meeting (#1-18)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications (#28-29)
- III. Public Forum
 - A. Mountain Iron-Buhl Archery Team
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - 1. Liquor License (#19)
 - C. Public Works Director's Report
 - D. Sheriff's Department Report
 - E. City Engineer's Report
 - F. City Attorney's Report
 - G. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Resolution 09-14 Authorizing Grant Application (#20-23)
 - B. Resolution 10-14 Highway 53 and 135 Intersection (#24)
 - C. EVP Installation (#25-27)
- VII. Communications (#28-29)
- VIII. Announcements
 - A. April 22, 2014 - Local Board of Appeal & Equalization Mtg, 6:30-7:30 p.m.
 - B. Filings for Mayor and Councilor Open – May 20, 2014 - June 3, 2014
- IX. Adjourn

Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
APRIL 7, 2014

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Michael Downs, Director of Public Works; Sally Peterangelo, Library Director/Special Events Coordinator; John Backman, Sergeant; and Rod Flannigan, City Engineer.

It was moved by Skalko and seconded by Tuomela that the consent agenda be approved as follows:

1. Approve the minutes of the March 17, 2014, regular meeting, as submitted.
2. Approve the minutes of the March 17, 2014, committee of the whole meeting, as submitted.
3. Approve the minutes of the March 31, 2014, special meeting, as submitted.
4. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
5. To acknowledge the receipts for the period March 15-31, 2014, totaling \$295,060.88, (a list is attached and made a part of these minutes).
6. To authorize the payments of the bills and payroll for the period March 15-31, 2014, totaling \$117,483.46, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

No one spoke during the public forum.

The Mayor reported on the following:

- Mountain Iron-Buhl Girls' Basketball Team. Congratulations again to the Team for their trip to the State Class A Tournament.
- Northwoods Girls' Basketball Team. Congratulations to their team this year.
- South Forest Grove. The City has sold another lot in this addition, for a total of five lots sold.
- Unity Second Addition. There have been 17 lots sold and 15 homes built.
- Property Taxes. He reviewed the taxes and assessed valuation of his own property taxes. Assessed value in 2004 was at \$104,900, taxes were \$1,108 and ten years later in 2014, his assessed value was \$133,200, taxes were \$1,212. He encourages residents to call 1-800-450-9777 and check with the County for your valuations and taxes. He commented that the taxes in Mountain Iron have been kept lower because of the economic development in the area.
- Nichols Township Annexation. This property was annexed in June 6, 1972. He said that Mountain Iron would not have been actively growing if the past council had not completed this annexation. He thanked the Council of 1972 for making the decision to increase the size of the City.

- **Grants.** He thanked the City Administrator for writing numerous grants for the City. He said that he had written 23 grants for the City amounting to \$6,888,500 in grants.

The City Administrator reported on the following:

- **Minnesota Power.** He said that he and the Director of Public Works met with Minnesota Power officials to discuss the new feeder line that would be installed in Parkville for the new substation.
- **Summer Recreation Programs.** The City is taking applications for the various programs for summer.
- **West Two Rivers Campground.** Reservations are currently being taken for the campground and it will open in mid-May.

It was moved by Zupancich and seconded by Prebeg to state that Sundberg Enterprises, LLC, dba: Sawmill Saloon, the original three year period of time for infractions had been waived (60 days) and was considered expired, and that Sundberg Enterprises LLC, would have a new three year period beginning for infractions and assess a fine of \$500 for a first time violation. The motion carried on a roll call vote.

It was moved by Prebeg and seconded by Tuomela to adopt the Vehicle Safety Policy, Number 2014-01, as presented, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Zupancich and seconded by Tuomela to adopt the Protective Footwear Policy, Number 2014-01, as presented, (a copy is attached and made a part of these minutes). The motion carried unanimously on a roll call vote.

The Director of Public Works said that with the spring thaw, the City is working on steaming culverts to keep the water flowing. He asked residents to phone City Hall with any water issues.

The Library Director/Special Events Coordinator reported on the following:

- **Monthly Report.** She submitted her monthly statistical report for March 2014 to the Council.
- **Storytime.** This program would be ending next week.
- **Thank you.** She thanked Danielle Baudhuin-Peter for her assistance during the storytime program and also, the Friends of the Library, for supporting the reading program.
- **Adult Reading Program.** Have over 40 participants.
- **Easter Egg Hunt.** She said that the annual event will be held on April 19, 2014 at noon at the Merritt Elementary School.
- **Mish Mash Mush.** She said that this event was held on March 8, 2014 and was attended by over 300 people.

It was moved by Prebeg and seconded by Zupancich to accept the recommendation of the Parks and Recreation Board and appoint William Haapala to work as the West Two Rivers Campground Caretaker position, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Zupancich and seconded by Tuomela to accept the recommendation of the Utility Advisory Board and approve the large trash pickup scheduled for June 2nd through June 13th at a cost of \$10.00 per household that participates, (a copy is attached and made a part of these minutes). The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Stanaway to accept the recommendation of the Utility Advisory Board and increase the refuse rates by 8% on the tipping portion of the fees and \$2.50 per month on the collection portion of the fees for all size cans, (a copy is attached and made a part of these minutes). The motion carried unanimously on a roll call vote.

It was moved by Stanaway and seconded by Prebeg to adopt the following Fire Department/EMS officer's wages as follows:

- Fire Chief/EMS Director - \$450.00
- Assistant Fire Chief - \$250.00
- Assistant EMS Director - \$250.00
- Secretary - \$150.00
- Wild Land Officer - \$125.00
- Truck Inspector Officer - \$125.00
- Safety Officer - \$ 75.00

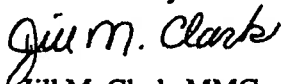
The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Stanaway to authorize Jimmy Scraggs LLC, dba: Hyde Away Bar, for the Kostich/Aylesworth wedding reception on May 17, 2014, at the Mountain Iron Community Center. The motion carried.

The Council reviewed the list of communications.

At 7:19 p.m. it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Clark, MMC
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. Mediacom, notification letter on upcoming changes to their channel lineup.
2. Iron Range Youth in Action and Partners, a thank you letter for the donation to the 2014 Make a Difference Conference.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	151,738.71
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	300.00
BUILDING RENTALS	COMMUNITY CENTER	100.00
BUILDING RENTALS	NICHOLS HALL	25.00
MISCELLANEOUS	MISC. INCOME-ELECTRIC ACCT	58,834.45
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	37.10
METER DEPOSITS	ELECTRIC	1,550.00
CD INTEREST	CD INTEREST 376	210.07
CD INTEREST	CD INTEREST601	21.21
CD INTEREST	CD INTEREST 602	72.02
CD INTEREST	CD INTEREST 603	72.02
CD INTEREST	CD INTEREST 604	88.76
LICENSES	ANIMAL	10.00
CD INTEREST	CD INTEREST 101	150.09
CAMPGROUND RECEIPTS	FEES	970.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	309.00
COPIES	COPIES	27.75
PERMITS	BUILDING	104.50
INTERGOVERNMENTAL REVENUE	GRANTS RECEIVABLE	80,000.00
MISCELLANEOUS	REIMBURSEMENTS	240.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	100.00
MISCELLANEOUS	ASSESSMENT SEARCHES	10.00
MISCELLANEOUS	REIMB PHONE EXPENSE-ELEC	245.20
FINES	PARKING VIOLATIONS	45.00
Summary Totals:		295,060.88

Check Issue Date(s): 03/18/2014 - 04/09/2014

Report Criteria:

Check Check No = 145153-145180

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/14	04/08/2014	145153	10084	A B E ENVIRONMENTAL SYSTEMS	101-20200	1,724.88
04/14	04/08/2014	145154	407	ALAN STANAWAY	101-20200	100.00
04/14	04/08/2014	145155	408	BARRY ROSIER	101-20200	100.00
04/14	04/08/2014	145156	170001	CENTURY LINK	101-20200	102.22
04/14	04/08/2014	145157	30009	CITY OF GILBERT	101-20200	1,475.63
04/14	04/08/2014	145158	408	CLEONE PHILLIPS	101-20200	200.00
04/14	04/08/2014	145159	30073	CONTINENTAL RESEARCH CORP	101-20200	402.82
04/14	04/08/2014	145160	30032	COURT ADMIN.-CONCILIATION	604-20200	75.00
04/14	04/08/2014	145161	409	DAVID SALO	101-20200	200.00
04/14	04/08/2014	145162	80037	HOMETOWN MEDIA PARTNERS	101-20200	216.00
04/14	04/08/2014	145163	405	JENNY BLAKE	101-20200	200.00
04/14	04/08/2014	145164	80018	JILL M CLARK	101-20200	602.08
04/14	04/08/2014	145165	120032	LAKE COUNTRY POWER	101-20200	202.00
04/14	04/08/2014	145166	130062	MERRITT ELEMENTARY PTA/SD 712	101-20200	41.30
04/14	04/08/2014	145167	130008	MESABI HUMANE SOCIETY	101-20200	200.00
04/14	04/08/2014	145168	140028	MINNESOTA ENERGY RESOURCES	101-20200	1,811.51
04/14	04/08/2014	145169	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,451.17
04/14	04/08/2014	145170	130013	MOUNTAIN IRON FIREMEN'S RELIEF	101-20200	265.00
04/14	04/08/2014	145171	140055	NORTHERN VISUAL SERVICES LLP	101-20200	80.00
04/14	04/08/2014	145172	40032	OFFICE OF MN.IT SERVICES	101-20200	430.18
04/14	04/08/2014	145173	160066	PACE ANALYTICAL SERVICES	601-20200	48.20
04/14	04/08/2014	145174	160038	PITNEY BOWES GLOBAL FINANCIAL	603-20200	268.68
04/14	04/08/2014	145175	402	TARA PARKS	101-20200	200.00
04/14	04/08/2014	145176	200028	TRI CITIES BIOSOLIDS DISPOSAL	602-20200	5,103.00
04/14	04/08/2014	145177	403	VAAST	101-20200	200.00
04/14	04/08/2014	145178	220014	VIKING INDUSTRIAL NORTH	602-20200	118.60
04/14	04/08/2014	145179	230028	WISCONSIN ENERGY CONSERVATION	604-20200	68.27
04/14	04/09/2014	145180	130011	UNITED STATES POSTAL SERVICE	604-20200	520.28

Totals

16,180.78

Payroll-PP Ending 3/28/14

101,302.68

TOTAL EXPENDITURES

\$117,483.46

CITY OF MOUNTAIN IRON VEHICLE SAFETY POLICY

Policy Number 2014-01

Adopted April 7, 2014

1. Purpose

The City of Mountain Iron must ensure the safe operation of vehicles used for City business purposes. Employees and agents of the City must operate vehicles in a safe and courteous manner. The operation of both City and employee vehicles and equipment expose the City to a great deal of liability. In order to minimize that risk, the following procedures are established for persons expected to operate City motor vehicles or their own personal vehicles used for City business. This policy applies to all full-time, part-time and temporary employees, interns and volunteers.

Motor vehicle, vehicle, and equipment shall be defined as:

- A. Any passenger vehicle
- B. Farm tractor, grader, loader, etc
- C. Truck, tractor, tractor/trailer, dump truck, etc
- D. Other mobile equipment requiring operator involvement

2. Policy

It is the policy of the City to ensure that all employees requiring transportation for the satisfactory completion of their assigned duties will either (1) have a City vehicle available for their use as required by the nature of their work, or (2) be adequately reimbursed for the use of their own private vehicle if such use is authorized.

All City employees requiring the use of transportation in connection with their official duties are expected to follow the conditions and procedures set forth herein. It shall be the City Administrator and the respective Supervisor's responsibility to ensure that employees under their control comply with the terms and conditions set forth herein.

3. General Conditions of Use

Official City vehicles are not to be used for any purpose other than official City business in accordance with Minnesota State Statutes.

Emergency Services and evening City business (meetings, conventions, conferences, hearings, etc.) is considered official City business. An employee operating a City owned vehicle or private vehicle being used for City official business may only carry passengers required for official City business.

Employees operating City owned vehicles and equipment and acting outside the scope of their official capacities are not protected by the City or Utilities public liability and property damage insurance. This may expose the employee to property damage or personal injuries claims and litigation by the general public or entities outside the control of the City of Mountain Iron. Employees operating outside the scope of official City business may be held financially responsible for the amount of damage or loss to City owned vehicles or equipment and may be subject to other disciplinary action as permitted.

No City owned vehicle will be assigned for the exclusive use of any employee without specific approval of the City Administrator or the Public Works Director.

The use of a City owned vehicle during regular scheduled work hours for personal reasons is prohibited, unless approved by the City Administrator or Public Works Director.

4. Driving Record History

All employees operating City owned/leased vehicles or equipment shall provide proof of a valid driver's license or certification relative to the vehicle(s) of intended operation. A current copy of the license will be kept in the employee's personnel file.

New employees/applicants - A driver's record review shall be conducted on all new employees/applicants to determine position qualification. The following information shall be considered when evaluating a driving record history for a new employee:

- A. Conviction of alcohol or drug related incident and/or reckless driving.
- B. Leaving an accident scene, fleeing, driving after revocation/cancellation, no insurance
- C. Any moving violations and/or careless driving tickets.
- D. At fault accidents, damage to City vehicle or property, damage to public property

Any incident related to above (a) shall be grounds for disqualification of any position requiring the operation of a City vehicle. Two or more incidents from any category above shall be grounds for disqualification.

Current employees - In addition to the new employee/applicant inquiry, the City will make periodic motor vehicle record checks, no more than annually.

If an employee has two or more, or any combination of two or more violations from a, b, c, or d above, he/she may be subject to disciplinary action as stated in Section 30 of the Personnel Policy. Each specific conviction, citation issued, or vehicle accident/incident incurred shall be treated as separate violations of the Personnel Policy and subject to the progressive disciplinary action for each occurrence.

5. License Limitations/Revocations

Any employee who receives any type of limitation or revocation placed against his/her license, regardless of reason, shall notify his/her supervisor within 24 hours. The supervisor shall determine what action, if any, may be required.

Any employee holding a CDL license shall notify his/her supervisor of any driving violations, accidents, or property damage incidents, on or off duty which has an effect on maintaining their CDL license.

6. Seat Belt and Shoulder Straps

All occupants of City owned, leased or rented vehicles shall wear the provided seat belts and shoulder straps as required by State statute. The driver is responsible for seat belt compliance.

7. Vehicle Care

Employees shall inspect the vehicle they operate daily and maintain a log of any damage or mechanical issues needing attention while they are operating it. A vehicle checklist (a copy of which is attached and made part of this policy) shall be filled out by employees prior to and returning from use of the vehicle. If there is an issue with the vehicle, the mechanic, immediate supervisor or Director of Public Works should be notified immediately. Vehicles should be kept neat, clean and in good mechanical condition.

8. Vehicle Accidents/Incidents

Any employee involved in a vehicle incident while conducting official City business shall immediately report the occurrence to their supervisor. The supervisor shall ensure that an investigation is conducted and that the incident/accident is documented on the respective Accident/Incident forms and submit a claim to the City's insurance company if necessary. All accidents/incidents will be reviewed by the City Administrator and/or Director of Public Works and a representative of the City Employees Union.

Traffic/Parking Tickets - Drivers are responsible for the payment of any traffic or parking violations arising out of the use of a City owned or personal vehicle for City business.

Driving Citations/Moving Violations – Employees required to operate a vehicle for official City business are required to report any moving violations/citations received. On or off the job violations/citations shall be reported to his/her supervisor immediately upon his or her return to work. This includes but not limited to:

- A. any citation for alcohol or drug related driving offenses
- B. reckless driving or careless driving
- C. driving after cancellation, driving after revocation, driving after suspension and driving without insurance
- D. speed, failure to stop, failure to yield, or other moving violation

The supervisor shall notify the City Administrator or the Director of Public Works. Failure to report such citation shall be treated as a severe breach of safety policy and will result in disciplinary action.

Vehicle or Property Damage – Employees involved in any type of vehicle incident involving damage to the City authorized vehicle or public property shall immediately report the incident to their Supervisor. All incidents shall be reported regardless of type, cost, or probable fault. The supervisor shall ensure that an investigation is conducted and that the incident/accident is documented on the respective Accident/Incident forms and a claim filed with the City's insurance company if necessary.

9. Disciplinary Action for Vehicle Accidents/Incidents

Drug or Alcohol related Incidents (Non -CDL) – Beginning from the date this policy is adopted, any employee who receives one drug or alcohol related citation or conviction within 36 months will receive a minimum of a written warning and will not be allowed to operate a City vehicle or a personal vehicle for City business.

If there is a non-driving position available and within their respective job series the employee will be temporarily demoted until he or she has completed the required remedial actions and has obtained a valid driver's license. If a non-driving position does not exist the employee may receive suspension without pay.

Driving privileges will be reinstated, assuming his/her driver's license is valid and the employee has completed remedial actions as determined by the City Administrator and/or the Director of Public Works.

Remedial actions may include the following:

- A. Safety-Risk Management Discussion with City Administrator or Director of Public Works including impact of further convictions or violations on his or her employment.
- B. Defensive Driving Course.
- C. Driving observation.
- E. Driving probation for the next year.
- F. Driving privileges removed.
- G. Substance abuse assessment.

Employees receiving a similar drug or alcohol related conviction within a 3 year period after initial remedial action has been taken are subject to additional disciplinary action, up to and including dismissal.

All Other Incidents/Citations – All non drug & alcohol related citations or incidents are subject to the progressive disciplinary action process and the requirements listed in Section 4, current employees. This includes, but not limited to:

- A. leaving an accident scene, fleeing, driving after revocation/cancellation, no insurance
- B. any moving violation and/or careless driving.
- C. at fault accidents, damage to City vehicle or property, damage to public property

Controlled Substances – Any incidents involving non-prescribed controlled substances and an authorized City vehicle is subject to the disciplinary action process, up to and including termination.

10. Personal Vehicle Use

An employee on City business is required to use City owned vehicles, whenever feasible. Authorization for use of personal vehicles for City business shall come from the City Administrator and/or Director of Public Works.

Employees driving personal vehicles for City business shall be properly insured and licensed to drive in the state/area of intended operation. Employees using their personal vehicles on official business are not protected by the City insurance carriers. Employees who drive their personal vehicle for City business must sign this document as an agreement to provide personal vehicle liability insurance coverage.

Employees, who drive regularly as part of their job, are required to carry a minimum of \$300,000 liability coverage. Employees who drive occasionally, but not as part of their regular job, are required to carry the state minimum liability coverage. Occasional driving is considered an average of 2,000 miles per year, which should equate to about one short trip per week.

Employees using personal vehicles for City business shall maintain the vehicle in a safe operating condition and remain compliant with all laws regulating safe vehicle operation.

Passengers are not allowed in a personal vehicle being used for City business except for authorized City employees, agents, or those persons participating in an official sanctioned City capacity and approved by the City Administrator and/or Director of Public Works.

Whenever an employee is required or authorized to use his/her personal vehicle for official City business they shall be entitled to reimbursement for actual mileage incurred at the rate established annually by the Internal Revenue Service. Employees should see their respective Supervisor to obtain the required reimbursement forms for official City business.

11. Take-Home Vehicles

City vehicles may be used only for authorized business.

The City is committed to the efficient use of City owned vehicles for the benefit of its citizens and customers. In those cases where allowing employees to commute to or from work in City vehicles results in better customer service, especially for the purpose of emergency response, employees may be assigned a City vehicle for commuting purposes. City employees having an

official vehicle assigned to them for official use must be designated by the City Administrator and/or Director of Public Works in order to keep said vehicle at their place of residence overnight during the normal work week and during the weekends. The employee shall be responsible for safe overnight parking in a home garage, private driveway or other safe and legal area of street parking.

Employees may be assigned vehicles for commuting purposes only when the following criteria are met:

- A. Public Works and Utility Employee assigned to standby duty.
- B. Employee's job includes a primary emergency response function.
- C. Other employees on occasion, when directly assigned by the City Administrator and/or Director of Public Works.
- D. The need to respond to work-related events from home outside of normal work hours occurs on a frequent basis.

The City vehicle may only be used for official City business and to commute from work to home and home to work.

Permitted Uses - A City vehicle may be used by an employee to travel to or from the employee's residence.

- A. In connection with work-related activities during hours when the employee is not working;
- B. If the employee has been assigned the use of a vehicle for authorized business on an extended basis, and the employee's primary place of work is not the City work station to which the employee is permanently assigned; or
- C. If the employee has been assigned the use of a City vehicle for authorized business away from the work station to which the employee is permanently assigned, and the number of miles traveled, or the time needed to conduct the business, will be minimized if the employee uses a City vehicle to travel to and from the employee's residence before or after traveling to the place of the City business.

The above sections do not apply to public safety vehicles that are owned/operated by the City.

12. Out of State Travel

Any elected City official will only travel out of the State of Minnesota and be compensated for said travel when it is approved by the City Council. When seeking approval, the official wishing to travel outside of the State of Minnesota must demonstrate that the travel is appropriate and is beneficial to their position. If expenses are to be advanced or paid by the City, those actual and projected expenses should be approved in advance of the actual trip, if possible. Further, the City Administrator and the Director of Public Works shall be responsible for the maintenance of out-of-state travel

I have read, understand and agree to follow the City of Mountain Iron Vehicle Safety Policy.

Signature

Date

	MONDAY			TUESDAY			WEDNESDAY			THURSDAY			FRIDAY			WEEKEND	
	AM	NOON	PM	AM	NOON	PM	AM	NOON	PM	AM	NOON	PM	AM	NOON	PM	SAT.	SUN.
Driver's Initials																	
All Fluid Levels																	
Engine Start																	
Transmission/Clutch																	
Horn/All Gauges																	
Wipers/Washer																	
Heaters/Defrost/Dome Lts																	
Drivers Seat & Belt																	
Mirrors & Bracket																	
All Dash Indicators																	
Headlights High/Low																	
Clearance Lts/Reflectors																	
Tail Lights																	
Turn Signals/Hazards																	
Backup/Brake Lts.																	
Seats/Cushions																	
Safety Equipment																	
Leaks																	
Fuel Tank/Cap																	
All Tires/Wheels/Lugs/Flaps																	
Suspension/Exhaust																	
Steering																	
2-Way Radio																	
External Damage/Cleanliness																	
Interior Damage/Cleanliness																	
Other:																	

IF THERE IS AN ISSUE WITH THE VEHICLE - IMMEDIATELY NOTIFY THE MECHANIC OR THE DIRECTOR OF PUBLIC WORKS OR THE SUPERVISOR OF THE DAY.

PROTECTIVE FOOTWEAR POLICY

Policy Number 2014-02

Adopted April 7, 2014

I. POLICY OBJECTIVE

To establish a standardized policy for all Employees concerning appropriate protective footwear to prevent foot injuries and reduce slips and falls.

II. POLICY

Appropriate foot protection is part of personal protective equipment. The City of Mountain Iron must ensure that each affected employee uses protective footwear when working in areas where there is a danger of foot injuries due to falling or rolling objects, or objects piercing the sole, and where such employee's feet are exposed to electrical hazards. Public works employees are encountering these types of hazards in a large portion of the work they do, so it is important to make sure their feet are well protected. Safety footwear must meet ANSI minimum compression and impact performance standards in ANSIZ41-1991 (American National Standard for Personal Protection-Protective Footwear) or provide equivalent protection. The City of Mountain Iron will pay for a set amount towards the cost of a safety shoe that provides the necessary protection for each affected employee. If an employee wants a more expensive pair of shoes or boots, the employer will require the employee to pay the difference.

III. AFFECTED EMPLOYEES

Affected Employees for this policy will include: Director of Public works, Lead Journeyman Lineman, Lead Water/Wastewater Treatment Plant Operator, Journeyman Lineman, Lead Parks & Recreation Laborer, Maintenance, Water/Wastewater Operators, Equipment Operators, Building Maintenance and Labor.

IV. COST OF SAFETY SHOES

The City of Mountain Iron will pay for protective footwear according to the following schedule:

Warm weather safety shoes/boots	\$150.00 for each affected employee
Cold weather safety shoes/boots	\$150.00 for each affected employee
Rubber safety boots	\$75.00 for each affected employee

The shoes will be required to meet the standards mentioned above. Employees must have prior authorization from the Director of Public Works to purchase the protective footwear or will be required to pay for the footwear themselves. Footwear will be replaced in a reasonable time frame at the discretion of the Director of Public Works.



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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CITY OF MOUNTAIN IRON WEST TWO RIVERS CARETAKER AGREEMENT

WHEREAS, the City of Mountain Iron, St. Louis County, Minnesota, is the owner of the West Two Rivers Campground facility; and

WHEREAS, William P. Haapala wishes to contract with the City of Mountain Iron to operate the said campground;

NOW, THEREFORE, be it agreed, by and between the parties hereto as follows:

1. William P. Haapala agrees to manage said West Two Rivers Campground for the period of Wednesday, May 7th, 2014 through Tuesday, September 23rd, 2014.
2. The City of Mountain Iron agrees to pay William P. Haapala the sum of \$650.00 per week for operation of said facility for said 20-week period. Said compensation shall be paid bi-weekly. **The manager agrees to staff the campground and/or office daily between the hours of 11:00 a.m. to 7:00 p.m., seven days per week and respond to requests for information or service from campground users at other times of the day. If necessary, the manager must inform the City Administrator or designee of any changes in the schedule. If the manager is to be absent at any time, he must post this information on the Caretaker's Board outside of the building stating his departure and arrival.**
3. William P. Haapala agrees to act as manager of the campground facility and to collect the fees for the campground and to transmit the same to the City of Mountain Iron on an as-needed basis, during office hours. The manager is to reside at the campground and must provide his own furnishings for the provided manager's quarters. The City of Mountain Iron will provide electrical service to this site.
4. William P. Haapala consents and agrees that the contractual duties of supervising the West Two Rivers Campground facility include, but are not limited to, those indicated on Exhibit "A" attached hereto and made a part of hereof.
5. William P. Haapala consents and agrees that services and duties of supervising the West Two Rivers Campground facility indicated on Exhibit "A" attached and other duties are required to be performed by him individually. William P. Haapala is prohibited from subcontracting and/or hiring out any of his responsibilities to any other individual or organization, without the express written consent of the City of Mountain Iron.
6. The City of Mountain Iron can terminate this contract at any time.

DATED this _____ day of _____, 2014

William P. Haapala - Signature & Date

Craig J. Wainio, City Administrator

**2014
EXHIBIT "A"
WEST TWO RIVERS CAMPGROUD MAINTENANCE GUIDE**

DAILY:

1. Clean bathrooms and fixtures, sweep and mop the control building.
2. Clean up camping areas and all other grounds.
3. Wipe off picnic tabletops at campsites and pavilions.
4. Pick-up litter on bench area, boat landings and fishing dock.
5. Collect fees as needed and turn in fees and receipts daily at the Mountain Iron City Hall.
6. Managers' residence and grounds must be kept clean and in order at all times.
7. Check bathrooms and shower stalls.
8. Perform daily inspections of all campsites each evening to ensure that payments have been made on all occupied sites and make appropriate arrangements for collection of unpaid fees.
9. Take reservations for campsites, and maintain camping and building rental records as required by the Owner.
10. Enforce campground rules and regulations, contact law enforcement when necessary.
11. Provide all campers with a copy of the campground rules and explain rules as necessary.
12. Maintain public information material as provided by the City at the campground office, answer questions and inquiries concerning the information and available services in and around Mountain Iron.
13. Inspect campground for safety-maintenance conditions and necessary repairs, and inform City personnel promptly if any repairs or other corrections are needed.
14. Clean, sweep and mop office, kitchen, dining room, pavilion, water fountain and concession buildings as needed, cleaning supplies to be furnished by Owner.

WEEKLY:

1. Cut the grass and do trimming of the campground.
2. Clean area around woodshed – rake all sticks, etc.
3. Wash windows and screens on all buildings as needed.
4. Pick up litter along County Road 761 (Campground Road) twice a week.
5. Clean/wash shower curtains.
6. Scrub out shower stalls. This includes walls and floors of shower stalls and bathrooms.

AS NEEDED:

1. Clear branches from campground area.
2. Clean and inventory storage area in control building.
3. Empty garbage cans.
4. Clean cabin after being used.
5. Perform duties as assigned by the Public Works Director as to the operation of the campground.
6. Notify portable toilet contractor of problems or additional servicing when required.

CITY OF MOUNTAIN IRON

8586 ENTERPRISE DRIVE SOUTH MOUNTAIN IRON MN 55768 www.mtniron.com
CITY HALL 748-7570 PUBLIC UTILITIES EMERGENCY NUMBER 1-888-223-9883
OFFICE HOURS: 7:30 A.M. to 4:00 P.M. MONDAY- FRIDAY

MOUNTAIN IRON RESIDENTIAL GARBAGE CUSTOMERS

The City of Mountain Iron will be offering a large trash pickup starting Monday, June 2nd, 2014 through Friday, June 13th, 2014. **THE CITY WILL CHARGE A \$10.00 FEE PER CUSTOMER. THIS FEE IS TO BE PAID WHEN RETURNING THE ENCLOSED COMPLETED FORM. THERE WILL BE NO PICKUP OF ITEMS UNLESS THE FEE IS PAID PRIOR TO JUNE 2ND, 2014.** This service is intended for Mountain Iron residents only. **DO NOT ALLOW LARGE TRASH FROM OUTSIDE THE MOUNTAIN IRON AREA ON TO YOUR PROPERTY.** NO domestic garbage is allowed.

The following is the tentative schedule, which will be used for each area:

MONDAY, JUNE 2nd THROUGH FRIDAY, JUNE 6th

**DOWN TOWN AREA/SOUTH GROVE/MUD LAKE ROAD
UNITY DRIVE/UNITY ADDITION/WOLF AREA/COUNTY ROAD 7
HIGHWAY 101/RURAL AREAS/KINROSS/SPIRIT LAKE AREA**

MONDAY, JUNE 9th, THROUGH FRIDAY, JUNE 13th

**PARKVILLE AREA /STONEY BROOK/LAMBERT ADDITION
WEST VIRGINIA/WESTGATE/ANN'S ACRES/SOUTHERN DRIVE AREA**

THESE ITEMS MUST BE CURBSIDE AND SEPARATED INTO INDIVIDUAL NEAT PILES AND READY FOR PICK-UP BY 7:00 A.M. ON THE FIRST DAY LISTED FOR EACH AREA.

The large trash pickup will be limited to the following items:

Auto/truck highway tires up to 18" (limited to four per household, no tractor tires), clothing, appliances, (refrigerators/freezers must have doors removed), scrap metals, household goods, furniture, old bikes, etc.

Any motors such as lawn mowers, weed eaters, etc. must be drained of oil and gas.

The following materials will not be picked up: **No Flammable containers including Propane Tanks.**

No Box Springs or Mattresses. No TV sets, computers, computer parts or microwave ovens.

No Demolition Material (old buildings, boards, cement blocks, etc.).

The City/Director of Public Works reserves the right to limit the number of items being picked up.

Yard Waste - must be brought to the site on Mineral Avenue between the City Garage and South Grove. You must come to City Hall and sign' out a remote to enter the site. Bring Hazardous Waste Material (filled paint cans, etc.) to the St. Louis County Solid Waste Dept.

To receive the large trash pickup, the form below **MUST BE SIGNED AND RETURNED ALONG WITH THE FEE** to the City Hall or placed in a drop box located at the American Bank, Mtn. Iron Short Stop, Senior Center or in front of the City Hall by **JUNE 2nd, 2014.** Customers must be current on their utility bill to be eligible for the large trash pickup. **ONE FORM PER CUSTOMER. EACH CUSTOMER WILL BE PICKED UP ONE TIME ONLY.** No Refund of Application Fee.

Name & Address (if different than label on reverse side): _____

I understand that any remaining trash is the homeowner's responsibility to promptly remove and dispose of properly.
I understand that **NO** flammable containers, household garbage or recycdable materials will be accepted in this trash pickup.
I HAVE NOT ALLOWED large trash from outside the Mountain Iron garbage service area to be deposited on my property for pickup.

SIGNATURE _____

BRIEF DESCRIPTION OF ITEMS TO BE PICKED UP: _____

CITY USE/2014: DRIVER'S INITIALS _____

DATE PICKUP COMPLETE _____

REASON TRASH WAS LEFT _____

\$10.00 FEE PAID _____

Current Fees	Can Size	County Solid Waste Fee	Tipping Fee	Collection Fee	Sales Tax	Total	Revenue from Coll & Tipping
Residential	30	5.00	0.48	10.00	1.02	16.50	54076.80
	60	5.00	4.66	10.00	1.43	21.09	67729.20
	90	5.00	9.46	10.00	1.90	26.36	58613.52
Commercial	300	5.00	32.50	10.00	7.23	54.73	126990.00
	300	7.50	32.50	10.00	7.23	57.23	
	300	10.00	32.50	10.00	7.23	59.73	
	300	12.50	32.50	10.00	7.23	62.23	
	300	15.00	32.50	10.00	7.23	64.73	
8% Increase Residential	In tipping fee						307409.52
	Can Size	County Solid Waste Fee	Tipping Fee	Collection Fee	Sales Tax	Total	Revenue from Coll & Tipping
Residential	30	5.00	0.52	10.00	1.03	16.55	54283.20
	60	5.00	5.03	10.00	1.47	21.50	69438.60
	90	5.00	10.22	10.00	1.97	27.19	60902.64
Commercial	300	5.00	35.10	10.00	7.67	57.77	134758.80
	300	7.50	35.10	10.00	7.67	60.27	
	300	10.00	35.10	10.00	7.67	62.77	
	300	12.50	35.10	10.00	7.67	65.27	
	300	15.00	35.10	10.00	7.67	67.77	
\$2.50 Increase Residential	In Collection fee						319383.24
	In tipping fee						
	Can Size	County Solid Waste Fee	Tipping Fee	Collection Fee	Sales Tax	Total	Revenue from Coll & Tipping
Residential	30	5.00	0.52	12.50	1.27	19.29	67183.20
	60	5.00	5.03	12.50	1.71	24.24	80988.60
	90	5.00	10.22	12.50	2.22	29.94	68432.64
Commercial	300	5.00	35.10	12.50	8.09	60.69	142228.80
	300	7.50	35.10	12.50	8.09	63.19	
	300	10.00	35.10	12.50	8.09	65.69	
	300	12.50	35.10	12.50	8.09	68.19	
	300	15.00	35.10	12.50	8.09	70.69	
							356833.24

It was moved by _____ and seconded by _____ that the liquor license applications for the period April 21, 2014 through December 31, 2014, be approved and issued to the following individual and business establishment pursuant to the approval, where necessary, of the Liquor Control Commission and pursuant to the payment of all outstanding license fees and utility charges:

Scott A. Uttley, Director of Operations 3.2 Malt Liquors, Off-Sale
Home on the Range, LLC
DBA: Holiday Inn Express Suites Mountain Iron
8570 Rock Ridge Drive
Mountain Iron MN 55768



March 6, 2014

Craig Wainio
City of Mt. Iron
8586 S Enterprise Dr
Mt. Iron, MN 55768

Dear Craig:

We are writing to inform you of our Comprehensive Plan Program that provides funding to cities and collaborative organizations to aid in the development, adoption, and implementation of a comprehensive plan. Eligible applicants include cities, townships and fiscal agents for multi-community collaborations located within the IRRRB service area, which have their own land use authority.

To be eligible to receive funding for any IRRRB program in FY15, we need a new or updated comprehensive plan from your community. Enclosed are the program guidelines and application. Comprehensive plans are eligible for an IRRRB grant leveraged 1:1 by the applicant, up to a maximum of \$20,000.00. Applications are accepted on an ongoing basis, subject to funding availability.

We strongly support comprehensive planning as it provides a long-range guide to the future of a community or region and defines the way a community wishes to grow and develop. Planning helps produce better communities, better environments and better economies. If your community has a comprehensive plan less than 2 years old and that complies with the enclosed IRRRB guidelines, please forward to IRRRB at the below address.

Please feel free to call me at (218) 735-3010 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Chris Ismil".

Chris Ismil
Community Development Representative



**Iron Range Resources &
Rehabilitation Board**
P.O. Box 441
Eveleth, MN 55734-0441
(218) 735-3000

An Equal Opportunity Employer

IRRBB.org

COMPREHENSIVE PLAN GRANT PROGRAM
APPLICATION

Application Cover Sheet

DATE SUBMITTED: April 22, 2014
APPLICANT ORGANIZATION: City of Mountain Iron
ADDRESS: 8586 Enterprise Drive South
Mountain Iron, MN 55768

CONTACT PERSON: Craig J. Wainio
TITLE: City Administrator
PHONE: 218-748-7570 218-750-7210
EMAIL: cwainio@ci.mountain-iron.mn.us

PROJECT DESCRIPTION: Update the Comprehensive Plan for the City of Mountain Iron.
Current Plan was adopted in 1999 and updated in 2008.

SIGNATURES:

I declare that any statement in this application, or information provided herein, is true and complete to the best of my knowledge and hereby acknowledge that I have read and understand the following statement:

"The State of Minnesota and its agents have the right to verify information provided in this application. False information, in addition to disqualifying the applicant from future consideration for financial assistance, may also subject the applicant to the penalty provision of M.S. §609.645."

ORGANIZATION: City of Mountain Iron

BY: _____ Mayor April 22, 2014
Authorized Representative Title Date

BY: _____ Administrator April 22, 2014
Authorized Representative Title Date

COMPREHENSIVE PLAN GRANT PROGRAM
APPLICATION

Project Budget
Attach additional sheets if necessary.

USES		FUNDING SOURCES – *BE SPECIFIC		
DETAILED EXPENSE DESCRIPTION	TOTAL COST EACH	APPLICANT	IRRRB	TOTAL FUNDING
Issues and Opportunities	\$4,000	\$2,000	\$2,000	\$4,000
Housing	\$4,000	\$2,000	\$2,000	\$4,000
Transportation	\$4,000	\$2,000	\$2,000	\$4,000
Utilities and Community Facilities	\$4,000	\$2,000	\$2,000	\$4,000
Mining, Timber, Tourism, Natural and Cultural Resources	\$4,000	\$2,000	\$2,000	\$4,000
Recreation, Open Space and Cultural Arts	\$4,000	\$2,000	\$2,000	\$4,000
Economic Development	\$4,000	\$2,000	\$2,000	\$4,000
Intergovernmental Cooperation	\$4,000	\$2,000	\$2,000	\$4,000
Land Use	\$4,000	\$2,000	\$2,000	\$4,000
Implementation	0	0	0	0
		\$18,000	\$18,000	
Total Est. Project Cost:	\$36,000	Total Funding Per Source		\$36,000

Project Timetable

Indicate anticipated dates for significant actions if available:

ACTIONS	DATE
1. Initiate Planning Process	October 2014
2. Community Engagement	February 2015
3. Draft Plan for Review	July 2015
4. Plan Adoption	October 2015



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

RESOLUTION NUMBER 09-14

AUTHORIZING THE CITY OF MOUNTAIN IRON TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE IRRRB COMPREHENSIVE PLAN GRANT PROGRAM

WHEREAS, the authorizing authority approves of the attached application for the Mountain Iron Comprehensive Plan project: and

WHEREAS, the authorizing authority hereby agrees to accept funding for the underlying project if approved by the IRRRB.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that it does hereby adopt this Resolution.

DULY ADOPTED BY THE CITY COUNCIL THIS 21st DAY OF APRIL, 2014.

Mayor Gary Skalko

ATTEST:

City Administrator



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 10-14

OPPOSING THE MINNESOTA DEPARTMENT OF TRANSPORTATION PLAN TO DEVELOPMENT OF AN INTERSECTION OF STATE TRUNK HIGHWAY 53 AND 135 THAT WOULD PROVIDE A LESSER LEVEL OF SERVICE THAN THE EXISTING INTERCHANGE.

WHEREAS, since 2010, the Minnesota Department of Transportation has been working on the Highway 53 relocation, developing alternatives for an Environmental Impact Statement for reconstruction of State Trunk Highway 53; and

WHEREAS, a major realignment of Highway 53 is to allow for expansion of United Taconite's mine in the Eveleth and Midway area of Virginia; and

WHEREAS, a recent proposed relocation would result in reconstruction of the existing intersection of State Highway 53 and 135 in the Midway area; and

WHEREAS, the recent proposed alternative plan would create an at-grade intersection of the two highways, making it unsafe and undesirable for daily traffic operations in this important mining region:

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the City of Mountain Iron is hereby in opposition to the recent Minnesota Department of Transportation plan to development of an intersection of State Trunk Highway 53 and 135 that would provide a lesser level of service than the existing interchange.

DULY ADOPTED BY THE CITY COUNCIL THIS 21st DAY OF APRIL, 2014.

Mayor Gary Skalko

ATTEST:

City Administrator

Craig J. Wainio

From: Daniel LAllier [lallierd@virginiamn.us]
Sent: Tuesday, March 25, 2014 8:29 AM
To: Craig J. Wainio
Subject: FW: EVP Quote
Attachments: RE: Traffic Pre Emption for Hwy 169 in front of Perkin's in Mtn Iron

Craig, I hope all is well. I was wondering you had some time that we could meet up and talk about emergency vehicle pre emption. I am not sure if you know what pre emption is. It is a system that is about 35 years old it was designed by 3M Company to allow emergency vehicles to change a traffic signal to green in their favor. The system uses a strobe light to send a infrared coded signal to change the traffic signal. This system is the standard in Minnesota and all new intersections are pre wired for this system. I have a plan to do several intersections in Virginia this summer. The way the signals work the State or the County is responsible for the signal but this system needs to be paid for by the local municipality. Installing the system on new signals is very reasonable, that being said, installing it on existing signals that are not pre wired can be expensive. I have contacted John Hoivik with MNDOT about the signals on Hwy 53 and on Hwy 169, several of these signals will be replaced or up graded with improvements coming in the very near future. The new signals would be prewired and labor cost could be included with the new install, leaving only the cost of equipment. I have received quotes for the equipment and labor to install this equipment at the Hwy 169 and Rockridge near Perkins or Walmart. I have been ordering my fire and EMS equipment with the strobe need to trigger this system, in fact Fire Chief Waldron has this strobe on the engine that Mountain Iron recently purchased. I believe that by having this system in both of our Cities it will reduce response times and increase the safety of both the responders and the motoring public. I will send you the quotes for parts and labor the total for both was \$9505.90. Please let me know when it would be a good time to meet up. Thanks

GTT Opticom Link <http://www.gtt.com/opticom-emergency-response/opticom-ir-system/>

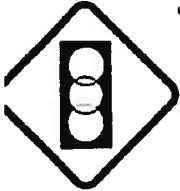
Daniel L'Allier
Fire Chief/Tactical Paramedic
Virginia Fire Department
115 4th Avenue North
Virginia, MN 55792-2623
lallierd@virginiamn.us
(218) 748-7520
FAX (218) 748-7523
CELL (651) 248-6021

Arson is a crime against everyone!

Arson Hotline 1-800-723-2020



From: Hoivik, John (DOT) [mailto:john.hoivik@state.mn.us]
Sent: Friday, March 14, 2014 9:49 AM
To: Daniel LAllier
Cc: Adolfs, Kevin (DOT); Mast, Jeffrey (DOT); Lundstrom, Glori (DOT)
Subject: RE: EVP Quote



TRAFFIC CONTROL CORPORATION

5651 Memorial Avenue
Oak Park Heights, MN 55082

Quotation No: 414094-00
Quotation Date: 03/11/2014
Customer No: 013037
Page No: 1

VIRGINIA, CITY OF
FINANCE DEPARTMENT
VIRGINIA MN 55792

Phone: (218)748-7500
Fax: () -

IR EVP
Your Request No:

ATTN:

Item	Part No / Description	Quantity	Unit Price	Extended Price
001	MMM-76-1000-1054-0 PHASE SELECTOR,MULTIMODE M764-4CH	1.00 EA	2,751.00	\$ 2,751.00
002	MMM-78-8095-3852-9 OPTICAL DET, OPTICOM M711	4.00 EA	425.60	\$ 1,702.40
003	MMM-78-8009-6557-2 CABLE, OPTICOM M138 DET - 1000FT	1.00 RE	412.50	\$ 412.50
004	DMT-LPAR38C39048K1 PAR 38 LED TRAFFIC LAMP	4.00 EA	60.00	\$ 240.00
005	TCC-TURN ON ASSITANCE Per Trip (if all 5 intersections are Installed before TCC arrives) one trip should all that will be needed.	1.00 EA	1,200.00	\$ 1,200.00
006	ECP-ASC321110100000 ASC/3-2100 W/ HTR,DATA KEY,ETHERNET May need this for Chestnut and 2nd Ave	1.00 EA	2,625.00	\$ 2,625.00
007	D-CONNECTOR AND CARD Rack May be needed for Chestnut and 2nd Ave.	1.00 EA	350.00	\$ 350.00
008	MMM-76-1000-1054-0 PHASE SELECTOR,MULTIMODE M764-4CH	3.00 EA	2,751.00	\$ 8,253.00
009	MMM-78-8009-6557-2 CABLE, OPTICOM M138 DET - 1000FT	2.00 RE	412.50	\$ 825.00
010	MMM-78-8095-3852-9 OPTICAL DET, OPTICOM M711	4.00 EA	425.60	\$ 1,702.40
011	MMM-78-8095-3854-5 OPTICAL DET, OPTICOM M722	4.00 EA	675.10	\$ 2,700.40
012	DMT-LPAR38C39048K1 PAR 38 LED TRAFFIC LAMP	12.00 EA	60.00	\$ 720.00



Don't Panic.....Call LANYK!

LANYK ELECTRIC, INC
 5555 ENTERPRISE DRIVE, NE
 VIRGINIA, MN 55792

Estimate

Date	Estimate #
3/19/2014	EVP system

Name / Address
CITY OF VIRGINIA 115 4TH AVE NORTH VIRGINIA, MN 55792 ATTN: DANIEL L'ALLIER

			Project
Description	Qty	Rate	Total
Proposal to perform the below work on 169 and rock ridge drive signal system: Install (4) optical detectors and mounting hardware Install (4) LED confirmatory lamps, sockets, and mounting hardware Terminate wiring at devices and at signal control cabinet Assist TCC with commissioning of system Includes 2 days of traffic control, 1 for install and 1 for commission Misc mounting hardware and MNDOT Approved lampholders to be provided by Electrical Contractor, the rest of EVP equipment to be provided by City of Virginia MNDOT to perform cabinet modifications	1	3,200.00	3,200.00
Total			\$3,200.00
Phone #	Fax #	E-mail	
218.749.2222	218.749.5490	cameron@lanykelectric.com	



Saint Louis County

Environmental Services Department • 307 First St. So., Suite 115 • Virginia, MN 55792
 Phone: (218) 749-9703 or 1-800-450-9278 • Fax: (218) 749-0650 • www.stlouiscountymn.gov

Ted Troolin
 Director

St. Louis County Household Hazardous Waste (HHW) Facilities

<p>Virginia HHW Facility <i>at the Regional Landfill</i> 5345 Regional Landfill Road Virginia, MN 55792 (218) 741-8831 Hours of Operation: Tuesdays & Saturdays 8:00 a.m. - 1:00 p.m.</p>	<p>Hibbing HHW Facility <i>at the Hibbing Transfer Station</i> 3994 Landfill Road Hibbing, MN 55746 (218) 362-5922 Hours of Operation: Saturdays 8:00 a.m. - 1:00 p.m.</p>
--	---

2014 Household Hazardous Waste (HHW) Community Collection Schedule

<u>Date</u>	<u>Day</u>	<u>Site</u>	<u>Time</u>
May 8	Thur	Brookston Transfer Station	10:00 a.m. - 1:00 p.m.
May 15	Thur	Aurora Transfer Station	10:00 a.m. - 1:00 p.m.
May 22	Thur	Floodwood Services and Training*	10:30 a.m. - 1:00 p.m.
June 11	Wed	Soudan Canister Site	10:00 a.m. - 1:00 p.m.
June 19	Thur	Ely Joint Public Works Facility	10:00 a.m. - 2:00 p.m.
July 9	Wed	Balkan Township Canister Site	10:00 a.m. - 1:00 p.m.
July 17	Thur	Portage Canister Site	10:00 a.m. - 11:30 a.m.
July 17	Thur	Orr Canister Site*	1:30 p.m. - 2:30 p.m.
Aug. 6	Wed	French Canister Site (Side Lake)*	10:00 a.m. - 1:00 p.m.
Aug. 13	Wed	Kabetogama Canister Site	10:00 a.m. - 11:30 a.m.
Aug 13	Wed	Ash River Canister Site	1:00 p.m. - 2:00 p.m.
Aug. 20	Wed	Cook Transfer Station	10:00 a.m. - 2:00 p.m.
Aug. 28	Thur	Northwoods Transfer Station	10:00 a.m. - 2:00 p.m.

*Video Display Devices only accepted from HOUSEHOLDS with payment by check or Solid Waste Coupon - maximum of 2 devices per visit.

Very Small Quantity Generator (VSQG) Business Hazardous Waste (HW) Collection (>100 pounds HW annually generated)

Call Clean Shop at least one week in advance for an appointment at (218) 726-1602

July 30	Wed	Ely	Ely Joint Public Works Facility	11:00 a.m. - 3:00 p.m.
Aug. 6	Wed	Hibbing	HHW Building, Hibbing Transfer Station	10:00 a.m. - 3:00 p.m.
Aug. 13	Wed	Virginia	HHW Building, Regional Landfill	9:00 a.m. - 3:00 p.m.

St. Louis County M-Clean Business Hazardous Waste Collection (<100 pounds HW annually generated)

Call the St. Louis County Hazardous Waste Program at (218) 741-8831 for more information

Businesses within the St. Louis County Environmental Services Management Area that generate less than 100 pounds of hazardous waste annually would be classified as Minimal Quantity (MQ) generators. MQ generators are able to dispose of their hazardous waste through the St. Louis County Hazardous Waste M-Clean Program. There is a \$15.00 administrative fee to those businesses wishing to dispose of hazardous waste through this program. Pre-approval with a submitted waste inventory is required. Businesses wishing to dispose of hazardous waste must obtain an Environmental Protection Agency (EPA) Waste Identification number, established by the Minnesota Pollution Control Agency (MPCA). Examples of MQ businesses may include: hotels, motels, restaurants, churches, and other service businesses. The nature of this program is to help keep the paperwork to a minimum while providing an approved disposal option. **Please call (218) 741-8831 for more information. Businesses that bring hazardous waste to the Hazardous Waste facility without pre-approval may be turned away.**

M:\Solid Waste\Programs and Services\Hazardous Waste\CALENDAR2014\Total Poster Community HHW Collections 2014.doc



Take-it-to-the-Box!

Pharmaceutical collections

Now available at these locations!

We accept:
Prescription medications in any form from households.

- Pills and capsules
- Blister packs
- Creams and gels
- Inhalers
- IV bags
- Liquids
- Patches
- Powders
- Sprays
- Vials

Virginia Sheriff's Department
300 South 5th Ave
Virginia, MN 55792
Monday through Friday 8:00 am to 4:30 pm

Hibbing Sheriff's Department
1810 12th Ave East
Hibbing, MN 55746
Monday through Friday 8:00 am to 4:30 pm

Babbitt Police Department
71 South Drive
Babbitt, MN 55706
24 Hours

Gilbert Police Department/City Hall
16 Broadway St South
Gilbert, MN 55741
Monday through Friday 8:00 am to 5:00 pm

Eveleth Police Department
415 Pierce Street
Eveleth, MN 55734
Monday through Friday 8:00 am to 4:30 pm

Ely City Hall
209 East Chapman Street
Ely, MN 55731
Monday through Friday 8:00 am to 4:00 pm

Floodwood City Hall
111 8th Ave West
Floodwood, MN 55736
Monday through Friday 8:00 am to 4:30 pm

NOT Acceptable

- Needles
- Syringes
- Lancets
- Thermometers

*Medications from business are not accepted

Studies show that a majority of abused prescription drugs are obtained from family and friends, including from the home medicine cabinet.



Learn more about how to dispose of home meds.

www.stlouiscountymn.gov/hw

st. louis county environmental services 800.450.9278