

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, MAY 4, 2015 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the April 20, 2015 meeting (#1-7)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications (#11-16)
- III. Public Forum
- IV. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
  - C. Director of Public Work's Report
  - D. Library Director/Special Events Coordinator's Report
  - E. Sheriff's Department Report
  - F. City Engineer's Report
  - G. Personnel Committee
    - 1. Fire Department Captain (#8)
  - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
  - A. Resolution Number 07-15 Awarding Bids (#9)
  - B. Authorization to Seek Easement (#10)
- VII. Communications (#11-16)
- VIII. Announcements
- IX. Adjourn

# Page Number in Packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
APRIL 20, 2015

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; Rod Flannigan, City Engineer; Sally Yuccas, Library Director/Special Event Director; Bryan Lindsay, City Attorney; and John Backman, Sergeant.

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

1. Approve the minutes of the April 6, 2015, regular meeting as submitted.
2. 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.
3. To acknowledge the receipts for the period April 1-15, 2015, totaling \$158,838.76, (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period April 1-15, 2015, totaling \$407,858.21, (a list is attached and made a part of these minutes).

The motion carried on a roll call vote.

No one spoke during the public forum.

The Mayor reported on the following:

- Condolences. To the families of Margaret Schultz and Russell Blake.

The City Administrator reported on the following:

- Summer Employees. A reminder that the City would still be accepting applications for temporary summer employment.
- Summer Recreation Programs. Registration forms are available at the City Hall.

It was moved by Prebeg and seconded by Zupancich to accept the recommendation of the Utility Advisory Board and authorize the large trash pickup for June 1 through 12, 2015, at a participation fee of \$10.00. The motion carried.

The Director of Public Works announced that the need to trickle water will discontinue as of April 30, 2015.

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

- Special Event. The Council received an update on the Merritt Days/125<sup>th</sup> City Celebration and the minutes from the previous two Merritt Days Committee meetings.
- Disc Golf. The project had been started and should be completed by April 24, 2015.
- Library. She informed the Council that April was National Library month and she had some additional activities planned.
- Straw bale Gardening. Special program on Wednesday, April 22, 2015 at the Library.

It was moved by Zupancich and seconded by Tuomela to authorize payment request number eight for the County Road 102 Utility Extension Project to Ulland Brothers Incorporated in the amount of \$15,595.44. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Zupancich to accept the recommendation of the Personnel Committee and offer the position of Lead Public Works Worker to Michael Dundas. The motion carried.

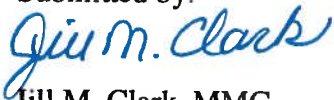
It was moved by Prebeg and seconded by Tuomela to adopt Resolution Number 06-15, approving plans and specifications and ordering the advertisement for bids for the Mud Lake Road Force Main Project, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Zupancich and seconded by Tuomela to authorize the repurchase of Lot 15, Block 1, Unity Second Addition from Lee Anderson at a cost of \$15,219.39 less any expenses. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Prebeg to authorize a contribution of \$250 to the Mountain Iron-Buhl School Choir for their “Lakes and Mines Choral Festival”, with the funds being expended from the Charitable Gambling Fund. And further, to direct City Staff to write letters to other governmental entities in the school district to also support the event. The motion carried unanimously on a roll call vote.

At 6:50 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

## COMMUNICATIONS

1. Mountain Iron-Buhl School Choir, requesting sponsorship for a new “Lakes and Mines Choral Festival” set for April 30<sup>th</sup>.
2. MediaCom, forwarding information regarding a channel change.
3. Saint Louis County, Environmental Services Department, forwarding information regarding the Household Hazardous Waste collections.
4. Heart of the Continent, copies of the certificates issued to the City.
5. St. Louis County Fair Association, forwarding a thank you for the contribution.
6. St. Louis County, Environmental Services Department, forwarding information regarding disposing of prescription drugs.
7. Saint Louis County, Planning and Community Development Department, forward information on an amendment to the Comprehensive Water Manage Plan.
8. Government Finance Officers Association, forwarding information regarding a book that is available for elected officials.

## Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	137,263.81
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	418.45
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	95.09
CAMPGROUND RECEIPTS	FEES	3,160.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	97.72
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	226.98
PERMITS	BUILDING	145.00
INTERGOVERNMENTAL REVENUE	GRANTS RECEIVABLE	12,672.00
BUILDING RENTALS	NICHOLS HALL	145.00
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	6.58
METER DEPOSITS	ELECTRIC	500.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	900.00
BUILDING RENTALS	COMMUNITY CENTER	510.00
FINES	PARKING VIOLATIONS	75.00
LICENSES	ANIMAL	5.00
COPIES	COPIES	3.00
MISCELLANEOUS	ELECTRIC RECONNECT FEE	105.00
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	25.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	56.40
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	1.98
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	1,086.60
FINES	CRIMINAL	1,199.53
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	108.21
MISCELLANEOUS	REIMBURSEMENTS	12.41
Summary Totals:		<u>158,838.76</u>

Check Issue Date(s): 04/09/2015 - 04/28/2015

## Report Criteria:

Check Check No = 146753-146807

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/15	04/14/2015	146753	130011	UNITED STATES POSTAL SERVICE	603-20200	396.84
04/15	04/21/2015	146754	10064	A B E ENVIRONMENTAL SYSTEMS	101-20200	4,720.00
04/15	04/21/2015	146755	10056	A T & T MOBILITY	101-20200	1,366.89
04/15	04/21/2015	146756	407	ALAN STANAWAY	101-20200	100.00
04/15	04/21/2015	146757	130017	AMERICAN BANK	101-20200	75.97
04/15	04/21/2015	146758	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	1.25
04/15	04/21/2015	146759	20022	BENCHMARK ENGINEERING INC	101-20200	11,719.00
04/15	04/21/2015	146760	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	23.85
04/15	04/21/2015	146761	30084	CARDMEMBER SERVICE	603-20200	6,126.72
04/15	04/21/2015	146762	404	CARE PARTNERS	101-20200	200.00
04/15	04/21/2015	146763	170001	CENTURY LINK	101-20200	589.26
04/15	04/21/2015	146764	220003	CITY OF VIRGINIA	101-20200	70.28
04/15	04/21/2015	146765	30072	COMPUTER WORLD	101-20200	190.75
04/15	04/21/2015	146766	230021	CRAIG J WAINIO	101-20200	63.25
04/15	04/21/2015	146767	90004	EMERGENCY SERVICES MARKETING	101-20200	725.00
04/15	04/21/2015	146768	50049	ESSENTIA HEALTH	603-20200	125.00
04/15	04/21/2015	146769	60029	FERGUSON ENTERPRISES INC	101-20200	1,460.94
04/15	04/21/2015	146770	20061	G BENZ CONTRACTING INC.	101-20200	250.00
04/15	04/21/2015	146771	70016	GOPHER STATE ONE CALL INC	604-20200	100.00
04/15	04/21/2015	146772	80032	HARTIKKA, TERRY	101-20200	1,800.00
04/15	04/21/2015	146773	80022	HAWKINS INC	601-20200	987.92
04/15	04/21/2015	146774	80001	HILLYARD/HUTCHINSON	101-20200	2,839.25
04/15	04/21/2015	146775	80037	HOMETOWN MEDIA PARTNERS	101-20200	163.00
04/15	04/21/2015	146776	429	JAROD VITEK	604-20200	114.12
04/15	04/21/2015	146777	426	JENNIFER TIEDEMAN	101-20200	100.00
04/15	04/21/2015	146778	100027	JK MECHANICAL CONTRACTORS INC	101-20200	138.00
04/15	04/21/2015	146779	120006	L & M SUPPLY	101-20200	725.19
04/15	04/21/2015	146780	430	MARGARET LOEWEN	604-20200	129.54
04/15	04/21/2015	146781	130060	MCCARTHY WELL COMPANY	601-20200	410.00
04/15	04/21/2015	146782	140026	MINNESOTA ENERGY RESOURCES	101-20200	598.98
04/15	04/21/2015	146783	130009	MINNESOTA POWER (ALLETE INC)	604-20200	83,871.29
04/15	04/21/2015	146784	130180	MINNESOTA TELECOMMUNICATIONS	301-20200	2,710.38
04/15	04/21/2015	146785	130010	MINNESOTA UC FUND	101-20200	4,944.00
04/15	04/21/2015	146786	130119	MN DNR ECO-WATERS	601-20200	684.52
04/15	04/21/2015	146787	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	14,067.55
04/15	04/21/2015	146788	140047	NARDINI FIRE EQUIPMENT CO INC	101-20200	1,193.35
04/15	04/21/2015	146789	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	52,795.55
04/15	04/21/2015	146790	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	363.16
04/15	04/21/2015	146791	140055	NORTHERN VISUAL SERVICES LLP	101-20200	251.00
04/15	04/21/2015	146792	427	PEGGY ANDERSON	604-20200	76.24
04/15	04/21/2015	146793	160072	PRECISION PRINTS OF WRIGHT	604-20200	171.04
04/15	04/21/2015	146794	180073	RED ROCK RADIO	101-20200	195.00
04/15	04/21/2015	146795	190093	SELCO	101-20200	111.50
04/15	04/21/2015	146796	190087	SORENSEN, RICK	101-20200	475.00
04/15	04/21/2015	146797	200003	TACONITE TIRE SERVICE	101-20200	301.55
04/15	04/21/2015	146798	428	TAYLOR JEVNE	604-20200	312.27
04/15	04/21/2015	146799	200028	TRI CITIES BIOSOLIDS DISPOSAL	602-20200	4,095.00
04/15	04/21/2015	146800	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	84,984.92
04/15	04/21/2015	146801	220020	VISA OR AMERICAN BANK CC PMT	301-20200	5,844.30
04/15	04/21/2015	146802	60038	WRIGHT EXPRESS FINAN SERV CORP	101-20200	5,756.40
04/15	04/21/2015	146803	240001	XEROX CORPORATION	601-20200	607.63
04/15	04/22/2015	146804	130011	UNITED STATES POSTAL SERVICE	603-20200	451.84
04/15	04/28/2015	146805	4034	LEE ANDERSON	301-20200	14,778.54
04/15	04/28/2015	146806	130181	MIB CHOIR/FESTIVAL	230-20200	250.00

Check Issue Date(s): 04/09/2015 - 04/28/2015

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/15	04/28/2015	146807	210010	ULLAND BROTHERS INC	301-20200	15,595.44
Totals:						<u>331,198.47</u>
Payroll-PP Ending 4/10/15						62,788.27
Electronic Trans.-Sales Tax						<u>13,871.47</u>
TOTAL EXPENDITURES						<u><u>\$407,858.21</u></u>



# 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 06-15

### APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to the City Council, the City Engineer has prepared plans and specifications for Improvement Number 13-55, the proposed improvement Mud Lake Road force main by extension and has presented such plans and specifications to the council for approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 10:00 a.m. on May 14, 2015, at which time they will be publicly opened in the Mountain Iron Room of the Community Center by the City Administrator and engineer, will then be tabulated, and will be considered by the City Council at 6:30 p.m. on May 18, 2015, in the Mountain Iron Room of the Community Center. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Administrator for ten percent of the amount of such bid.

DULY ADOPTED BY THE CITY COUNCIL THIS 20<sup>th</sup> DAY OF APRIL, 2015.

ATTEST:

  
\_\_\_\_\_  
City Administrator  
\_\_\_\_\_  
Mayor Gary Skalko



**COUNCIL LETTER 050415-IVG1**

**PERSONNEL COMMITTEE**

**OFFICERS**

**DATE:** April 30, 2015

**FROM:** Personnel Committee

Public Health and Safety Board

Craig J. Wainio  
City Administrator

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The Personnel Committee and the Public Health and Safety Board are recommending that Gerry Knapper be offered the position of Assistant Fire Chief and that Justin Kochar be offered the position of Captain.

**RESOLUTION NUMBER 07-15**

**ACCEPTING BID**

**WHEREAS**, pursuant to an advertisement for bids for Improvement Number 13-55, the improvement of Mountain Iron Drive between Unity Drive and Highway 53 by reconstruction, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

	Base Bid	Alternate 1
Mesabi Bituminous		
Ulland Brothers		
Hibbing Excavating		
KGM Contracting		

**AND WHEREAS**, it appears that Mesabi Bituminous of Gilbert, Minnesota is the lowest responsible bidder,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN IRON, MINNESOTA:**

1. The Mayor and City Administrator are hereby authorized and directed to enter into the attached contract with Mesabi Bituminous of Gilbert, Minnesota in the name of the City of Mountain Iron for the improvements Mountain Iron Drive between Unity Drive and Highway 53 by reconstruction, according to the plans and specifications therefore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

**DULY ADOPTED BY THE CITY COUNCIL THIS 4<sup>th</sup> DAY OF MAY, 2015.**

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Mayor Gary Skalko

ATTEST:

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City Administrator

**COUNCIL LETTER 050415-0000**

**ADMINISTRATION**

**EASEMENT**

**DATE:** April 30, 2015  
**FROM:** Craig J. Wainio  
City Administrator

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Staff is requesting authorization from the City Council to pursue an easement along the eastern boundary of South Grove. This easement would be required for any drainage maintenance and any electrical maintenance that may be required in that area.

COMMUNICATIONS  
MAY 4, 2015

1. Mountain Iron-Buhl Archery, a letter requesting contributions for Brody Soyring to compete in the national Competition in Kentucky.
2. Friends of the Library, requesting a contribution for the Summer reading Program.
3. Minnesota Association of Small Cities, forwarding information about the Senate Omnibus Transportation package.

# **MIB ARCHERY**

**Mountain Iron City Council  
Mountain Iron, MN 55768  
April 24, 2015**

**Dear Council Members,**

**This year the MIB Archery had 91 students participate in the program.**

**At State Competition in Champlin Brody Soyring, 5<sup>th</sup> grade placed 3<sup>rd</sup> out of 159 and qualifies to go to National Competition in Kentucky.**

**Two coaches will be taking Brody to compete on May 8, 2015.**

**The Archery program is seeking donations to help defray the expenses of this trip.**

**Any amount would be greatly appreciated.**

**Sincerely,**



**Dan Violette, Coordinator – Head Coach**

April 27, 2015

To: Mayor Skalko and City Council Members

From: Sally Yuccas, Mt. Iron Public Library Director, Friends of the Library Member

Kathy Witzman, Friends of the Mt. Iron Library President

Re: Seeking donation

The Friends of the Mt. Iron Library would like to request a donation to apply to the upcoming summer reading program at the library. The summer reading program lasts for two months and serves our local youth. Our organization supports and donates to this program. Many events are held and there are many costs involved for the variety of activities and events. We would appreciate your consideration to assist our group to add to the library programs.

Thank you.

Sincerely,

Kathy Witzman, President, Friends of the Library



Alan Stanaway <alstanaway@gmail.com>

## Cities Transportation Press Conference and Pictures

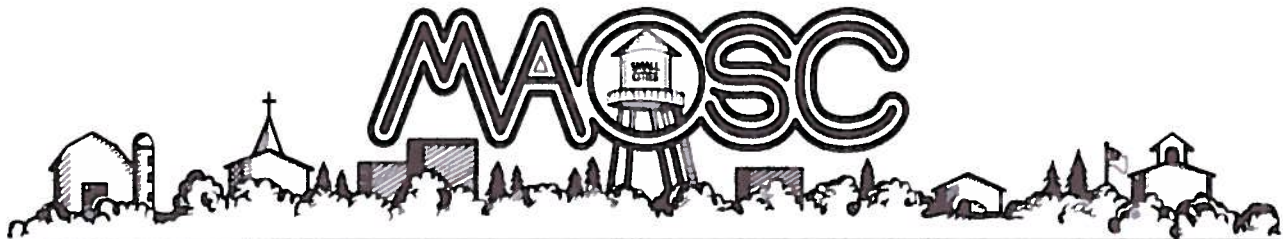
1 message

Minnesota Association of Small Cities <jsletten@slettengapp.com>

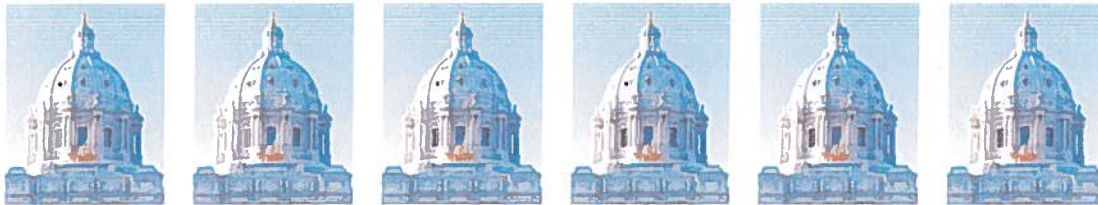
Tue, Apr 28, 2015 at 6:13 PM

Reply-To: jsletten@slettengapp.com

To: al.stanaway@gmail.com



## Transportation Press Conference



**MAOSC**

145 University Ave W  
St. Paul, MN 55103

**MAOSC website**

*MAOSC a voice for  
small cities in  
Minnesota, is  
dedicated to  
providing a network*

On Monday of this week, the League of Minnesota Cities along with the Coalition of Cities, the City of Saint Paul and Minneapolis and MAOSC held a press conference to bring attention to the need for a dedicated sustainable funding plan for our city streets and bridges.

Our speakers included, Jim Miller LMC and Mayors Chris Coleman (St. Paul) Don Bender (Red Wing), Jo Emerson (White Bear Lake), Fred Froehlich (Nicollet), Betsy Hodges (Minneapolis), Hank Ludtke (Frazee)

[Copy of press release](#)

Here are two articles that made the paper

<http://www.grandforksherald.com/news/politics/3732661-transportation-debate-minnesota-mayors-want-be-remembered>

<http://www.startribune.com/politics/statelocal/301501281.html>

Over the next couple of weeks the House and Senate

*of member cities that communicate and advocate for enhancing the quality of life that will keep our small cities thriving.*

*It is through your membership that MAOSC ensures a strong voice and representation at the Minnesota State Legislature and with our state and federal policy makers.*

*Thank you !  
From the MAOSC  
Board of Directors*

**Jon Smith, Pres.  
Tina Rennemo, VP  
Joel Young, Treas.  
Jeff Kletscher, Sec.  
Michael Brethorst  
Tim Burkhardt  
Michael Hammes  
Lori Jorgenson  
Shannon Mortenson  
Wendy Pederson  
Jeff Thompson  
Lowell Veum  
John Young Jr.**

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our Regions click  
on**

[Board of Directors](#)

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KLJ Solutions

Nighthawk Marketing

Transportation funding bill will go to Conference Committee to air out the differences and hopefully compromise on a package that Governor Dayton will sign.

As you can see by the articles, our small cities received a lot of attention, thanks in part to Mayor Hank Ludtke for his strong testimony. It is amazing what communication and grass roots campaigning can do to get the attention on issues like this.

We can make a difference and since this is such an important issue for not only our small cities but for all of Minnesota please consider either sending an email to the House and Senate leadership or make a call and leave a message.

It can be short and simple here is a sample you can use either as a phone message or email and just put it in your own words.

Dear \_\_\_\_\_,

My name is \_\_\_\_\_ from the City of \_\_\_\_\_ and we are one of 707 cities in the state of Minnesota that has a population of 5000 or less.

Dedicated funding for our city streets is a must-do this legislative session. Small cities 5000 and under currently do not get any state aid funding and our cities cannot continue to rely on it citizens to foot the bill every time a road needs repair or a bridge built.

Please work to find a solution to a dedicated and sustainable funding package such as the one in the Senate Omnibus Transportation package. This will give us a continued source of dollars that we can put towards maintaining and building new roads and bridges for our rural communities.

Thank you.

Here are the names you should send a message to:

Senator Scott Dibble, Chair of Senate Transportation  
[651-296-4191](tel:651-296-4191)  
email to his LA  
[Luke.olson@senate.mn](mailto:Luke.olson@senate.mn)

Rep. Tim Kelly, Chair of House Transportation  
[800-682-1256](tel:800-682-1256)  
[rep.tim.kelly@house.mn](mailto:rep.tim.kelly@house.mn)



Springsted Inc.

House Speaker Daudt  
800-710-7642  
rep.kurt.daudt@house.mn

**Silver Sponsors**

CEDA

Senate Majority Leader Tom Bakk  
651-296-8881  
email to his LA  
jacquelyn.brustuen@senate.mn

Ehlers & Associates  
Inc.

Minnesota Power  
an ALLETE Company

It is important that these legislators that will make the decision on our transportation needs hear from our small cities and as members of MAOSC our voices will be heard.

Otter Tail Power Co.

Pictures from the press conference:

**Bronze Sponsors**

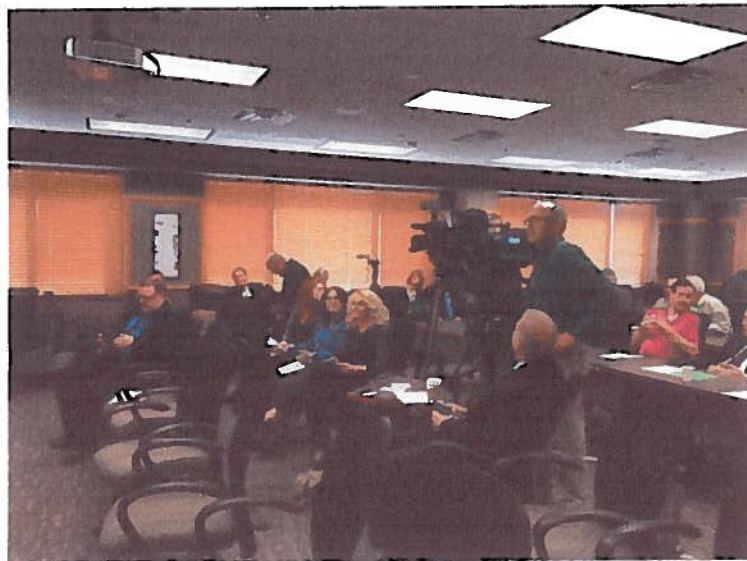
Abrams & Schmidt

Bolton & Menk. Inc.

Briggs and Morgan

CenterPoint Energy

SEH



Press getting ready

**Contact Us**

Jill Sletten  
MAOSC  
Executive Director  
Legislative Consultant  
**email Jill**

651.260.2484

Jackie Sura  
MAOSC  
Administrator  
**email Jackie**



MAOSC Board Member Michael Brethorst