



**HAPPY INDEPENDENCE DAY**

Fourth Of July  
Patriotic Celebration

**MOUNTAIN IRON  
CITY COUNCIL  
MEETING**

**MONDAY, JULY 5, 2016**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER  
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
TUESDAY, JULY 5, 2016 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the June 20, 2016, Regular Meeting (#1-6)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications
- III. Public Forum
- IV. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
  - 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. City/EDA Partnership (#7)
  - B. Authorization to Post and Advertise (#8)
  - C. Election Judges (#9)
- VII. Communications (#10-11)
- VIII. Announcements
- IX. Closed Meeting for Misconduct Allegations (#12)
- X. Action on Items Discussed During the Closed Meeting
- XI. Adjourn

# Page Number in Packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
June 20, 2016

Mayor Skalko called the City Council meeting to order at 6:34 p.m. with the following Council members present: Susan Tuomela, Alan Stanaway, Joe Prebeg, Jr. and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Michael Downs, Director of Public Works; Amanda Inmon, Municipal Services Secretary; Sally Yuccas, Librarian Director/Special Events Director; John Backman, Sheriff's Department and Rod Flannigan, City Engineer. Absent member: Tony Zupancich.

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

1. Add the following items to the agenda:
  - IV. A. 1. Change next meeting to Tuesday, July 5<sup>th</sup> due to 4<sup>th</sup> of July Holiday
2. Remove the following items from the agenda:
  - IX. Close meeting for Performance Evaluations.
  - X. Action on Items Discussed during the Closed Meeting.
3. Approve the minutes of the June 6, 2016, regular 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 June 1-15, 2016 totaling \$242,472.18 (a list is attached and made a part of these minutes).
6. To authorize the payments of the bills and payroll for the period June 1-15, 2016, totaling \$143,558.11 (a list is attached and made a part of these minutes).

The motion carried on a roll call vote, with Councilor Zupancich absent.

Public Forum:

Mayor's Report:

- Quad City Food Shelf, asking for new location, property and or building for Food Shelf relocation with certain requirements, contact City Administrator.
- Thursday July 21<sup>st</sup>, at 6pm, SWOP's 20<sup>th</sup> Anniversary Dinner
- June 12<sup>th</sup> Phyllis Yelenich turning 92
- July 4<sup>th</sup>, Milly Mabbini turning 91

It was moved by Prebeg and seconded by Tuomela to move Switch date from Monday, July 4<sup>th</sup> to Tuesday, July 5<sup>th</sup> at 6:30pm due to the 4<sup>th</sup> of July Holiday. Motion carried with Councilor Zupancich absent.

City Administrator reported on following:

- 2015 City of Mountain Iron Audit hopefully available at next meeting,
- Congratulations 5<sup>th</sup> Grade Basketball team, 3<sup>rd</sup> in State, thanks to Jeremy Yesch, Head Coach; Dan Zubich and Rick Busch, Assistant Coaches

The Director of Public Works reported on the following:

- Notice of power outages schedule for July 21<sup>st</sup>, 5:00 a.m. for West Virginia and Parkville areas, work to be done on substation transformers
- Abase meters on AMR systems, have not found one that have not been able to change, still taking appointments to install them

Library Director/Special Events Coordinator report:

Friends of the City of Mountain Iron Public Library requests donation for their “2016 Summer Reading Program,” for the City of Mountain Iron Public Library. It was moved by Stanaway and seconded by Prebeg to donate \$250.00 out of the Charitable Gambling Fund, for the Summer Reading Program. The motion carried on a roll call vote, with Councilor Zupancich absent.

- Wednesday, June 22<sup>nd</sup> at 1pm, Wacky Wednesday
- Saturday, June 25<sup>th</sup>, Merritt days fundraiser, “Singing with the stars,” at Macs Bar
- 4<sup>th</sup> of July Parade
  - Judging starts at 9:15am
  - Starts at 9:30 am
  - Luke Hecimovich will be Grand Marshall for 4<sup>th</sup> of July Parade

City Engineer report

- No report, unless there are questions

City Engineer report:

- No formal or informal report

It was moved by Prebeg and seconded by Tuomela to accept the recommendation of the Planning and Zoning Commission and approve the Conditional Use Permit to construct an accessory building over 900 sq. ft. and a Variance Permit to construct an accessory building exceeding the allowable height of 15 ft. as required by the Zoning Code to Myron Moe, on the property of 5111 Retriever Drive, Mountain Iron, Parcel Code: 175-0067-00050. The motion carried with Councilor Zupancich absent.

It was moved by Prebeg and seconded by Tuomela to adopt Resolution Number 30-16; approving the City of Mountain Iron to submit an application and accept funding from the IRRRB Residential Redevelopment Grant Program by for the project removal of two structures located on Mesabi Avenue at 5760 and 5762 Mesabi Avenue (a copy is attached and made a part of these minutes). The motion carried with Councilor Zupancich absent.

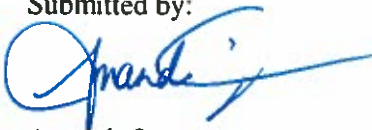
It was moved by Stanaway and seconded by Tuomela to adopt Resolution Number 31-16; approving a new Premises Permit for Climb Theatre, which would consist of raffles, paddlewheels, tipboards and pull-tabs at the American Legion Post #220, 5748 Mountain Avenue, Mountain Iron, MN (a copy is attached and made a part of these minutes). The motion carried with Councilor Zupancich absent.

It was moved by Prebeg and seconded by Stanaway to table the request by the City of Mountain Iron staff to post and advertise for a Journeyman Lineman in the Electrical Department. The motion carried with Councilor Zupancich absent.

The Council reviewed the list of communications.

At 6:55p.m., it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. Motion carried with Councilor Zupancich absent.

Submitted by:



Amanda Inmon  
Municipal Services Secretary

[www.mtniron.com](http://www.mtniron.com)

## COMMUNICATIONS

1. The Harley Owners Group (HOG), Laurentian Chapter #2393 will be hosting The 2016 Minnesota State HOG Rally. Schedule of events and registration starting on Thursday, June 23<sup>rd</sup> to Saturday, June 25<sup>th</sup>. The Quad City Motorcycle Rumble On The Range will occur on Saturday, June 25<sup>th</sup>, approximately 4:30-5:00pm.

## Summary By Category And Distribution

Category	Distribution	Amount
MISCELLANEOUS	REIMB PHONE EXPENSE-ELEC	72.43
MISCELLANEOUS	FILING FEES	2.00
CD INTEREST	CD INTEREST 101	3,498.28
CD INTEREST	CD INTEREST601	130.55
CD INTEREST	CD INTEREST 602	442.90
CD INTEREST	CD INTEREST 603	181.80
CD INTEREST	CD INTEREST 604	477.31
UTILITY	UTILITY	207,042.66
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	570.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	603.04
CAMPGROUND RECEIPTS	FEES	5,860.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	122.27
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP	169.80
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	429.72
METER DEPOSITS	ELECTRIC	1,200.00
METER DEPOSITS	WATER	40.00
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	12.17
PERMITS	BUILDING	2,835.26
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	9,027.35
CHARGE FOR SERVICES	SEWER-CHARGE FOR SERVICES	83.92
CAMPGROUND RECEIPTS	PAVILION FEES	200.00
BUILDING RENTALS	COMMUNITY CENTER	375.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,400.00
BUILDING RENTALS	NICHOLS HALL	75.00
PERMITS	CONDITIONAL USE	75.00
PERMITS	VARIANCE	75.00
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	105.47
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
CD INTEREST	CD INTEREST 378	673.84
PERMITS	VENDOR	250.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	557.90
MISCELLANEOUS	REIMBURSEMENTS	.47
MISCELLANEOUS	FIRE DEPT-MISC INCOME	3,130.00
MISCELLANEOUS	SEWAGE SLUDGE DISPOSAL	527.90
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	13.69
MISCELLANEOUS	SPECIAL EVENT PROCEEDS	300.00
FINES	CRIMINAL	2,091.45
Summary Totals:		<u>242,472.18</u>

Check Issue Date(s): 06/21/2016 - 06/21/2016

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
06/16	06/21/2016	148645	10056	A T & T MOBILITY	101-20200	1,040.20
06/16	06/21/2016	148646	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	79.43
06/16	06/21/2016	148647	20022	BENCHMARK ENGINEERING INC	601-20200	7,792.00
06/16	06/21/2016	148648	30084	CARDMEMBER SERVICE	603-20200	6,433.44
06/16	06/21/2016	148649	130146	CASH	101-20200	1,075.00
06/16	06/21/2016	148650	170001	CENTURY LINK	101-20200	504.15
06/16	06/21/2016	148651	30082	CITY OF EVELETH	101-20200	249.60
06/16	06/21/2016	148652	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,648.25
06/16	06/21/2016	148653	40015	DULUTH NEWS TRIBUNE	101-20200	298.48
06/16	06/21/2016	148654	229	ERIC PRATT & RACHEL NORDEEN	604-20200	135.25
06/16	06/21/2016	148655	50042	ESC SYSTEMS	101-20200	294.00
06/16	06/21/2016	148656	50049	ESSENTIA HEALTH	101-20200	75.00
06/16	06/21/2016	148657	60006	FISHER PRINTING COMPANY	604-20200	1,766.00
06/16	06/21/2016	148658	60052	FRIENDS OF THE MOUNTAIN IRON	230-20200	250.00
06/16	06/21/2016	148659	196	HERRMANN, LEEANNE	101-20200	200.00
06/16	06/21/2016	148660	230	HILL, PATRICA	604-20200	83.75
06/16	06/21/2016	148661	80037	HOMETOWN MEDIA PARTNERS	101-20200	205.50
06/16	06/21/2016	148662	90001	ILLINOIS LIBRARY ASSOCIATION	101-20200	475.53
06/16	06/21/2016	148663	100028	JACOBSEN GRAVEL COMPANY	101-20200	500.00
06/16	06/21/2016	148664	8008	JASON GELLERSTEDT	101-20200	100.00
06/16	06/21/2016	148665	200	KANGAS, SHANNON	101-20200	100.00
06/16	06/21/2016	148666	198	KINTNER, KARLA	101-20200	100.00
06/16	06/21/2016	148667		Information Only Check	101-20200	.00 V
06/16	06/21/2016	148668	120006	L & M SUPPLY	101-20200	2,667.44
06/16	06/21/2016	148669	120032	LAKE COUNTRY POWER	101-20200	214.50
06/16	06/21/2016	148670	120054	LINDER, JESSE	604-20200	208.20
06/16	06/21/2016	148671	197	MARIUCCI, CHRIS	101-20200	100.00
06/16	06/21/2016	148672	195	MATTESON, MICHELLE	101-20200	200.00
06/16	06/21/2016	148673	130004	MESABI DAILY NEWS	101-20200	94.75
06/16	06/21/2016	148674	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
06/16	06/21/2016	148675	231	MIKE & KIRSTEN DAHL	604-20200	82.81
06/16	06/21/2016	148676	130039	MINNESOTA DEPT OF COMMERCE	604-20200	436.37
06/16	06/21/2016	148677	140026	MINNESOTA ENERGY RESOURCES	602-20200	1,055.12
06/16	06/21/2016	148678	130024	MINNESOTA POLLUTION CONTROL AG	603-20200	496.24
06/16	06/21/2016	148679	130009	MINNESOTA POWER (ALLETE INC)	604-20200	79,534.16
06/16	06/21/2016	148680	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	396.90
06/16	06/21/2016	148681	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	14,111.03
06/16	06/21/2016	148682	199	NAFZIGER, RITA	101-20200	100.00
06/16	06/21/2016	148683	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	200.00
06/16	06/21/2016	148684	140004	NORTHERN ENGINE & SUPPLY INC	603-20200	54.14
06/16	06/21/2016	148685	40032	OFFICE OF MN.IT SERVICES	101-20200	460.85
06/16	06/21/2016	148686	189	OSWALD, RACHAEL	101-20200	44.16
06/16	06/21/2016	148687	160031	PARADE FLOAT	101-20200	25.00
06/16	06/21/2016	148688	160034	PARADE FLOAT	101-20200	75.00
06/16	06/21/2016	148689	160035	PARADE FLOAT	101-20200	50.00
06/16	06/21/2016	148690	160033	PARADE FLOATS	101-20200	100.00
06/16	06/21/2016	148691	191	PECARIUM, TOM	101-20200	200.00
06/16	06/21/2016	148692	194	PETERSON, NICOLE	101-20200	200.00
06/16	06/21/2016	148693	188	ROBERTSON, TRISHIA	101-20200	132.48
06/16	06/21/2016	148694	190	SANDSTROM, LORA	101-20200	200.00
06/16	06/21/2016	148695	190010	SEPPI BROTHERS	101-20200	6,201.75
06/16	06/21/2016	148696	190006	SPRING CREEK OUTFITTERS INC	604-20200	25.10
06/16	06/21/2016	148697	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
06/16	06/21/2016	148698	190013	ST LOUIS COUNTY	101-20200	150.00
06/16	06/21/2016	148699	190033	STAR TRIBUNE	101-20200	263.90
06/16	06/21/2016	148700	190061	SULLIVAN CANDY & SUPPLY	101-20200	56.45
06/16	06/21/2016	148701	192	TROLAND, DAVE	101-20200	200.00

Check Issue Date(s) 06/21/2016 - 06/21/2016

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
06/16	06/21/2016	148702	220009	VERNS GREENHOUSE	101-20200	1,377.83
06/16	06/21/2016	148703	220001	VIRGINIA BASEBALL ASSOCIATION	101-20200	600.00
06/16	06/21/2016	148704	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	43,474.22
06/16	06/21/2016	148705	220020	VISA OR AMERICAN BANK CC PMT	101-20200	2,784.31
06/16	06/21/2016	148706	193	WILSON, BRIAN	101-20200	200.00
06/16	06/21/2016	148707	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	4,438.70
Totals:						<u>228,616.99</u>
Payroll-PP Ending 6/17/16						<u>124,419.83</u>
Sales & Use Tax-May 2016						<u>19,138.28</u>
TOTAL EXPENDITURES						<u>\$143,558.11</u>



**COUNCIL LETTER 070516-VIA**

**EDA**

**PARTNERSHIP**

**DATE:** June 30, 2016

**FROM:** Economic Development Authority

Craig J. Wainio  
City Administrator

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The Economic Development Authority has been working on a patio home development named Woodland Estates located on County Road 7. In order for the project to be completed the EDA is requesting a partnership with the City of Mountain Iron. This partnership would include an investment of \$300,000 by the City and then would be paid back to the City upon the sale of the lots. The EDA has preliminarily awarded the bids for the infrastructure development contingent upon the partnership arrangement.

**COUNCIL LETTER 070516-VIB**

**ADMINISTRATION**

**ADVERTISEMENT**

**DATE:** June 30, 2016

**FROM:** Mike Downs  
Director of Public Works

Craig J. Wainio  
City Administrator

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Staff is requesting authorization to post and advertise for a Journeyman Lineman in the electrical department.

## M E M O

**TO: City Administrator**  
**FROM: Municipal Services Secretary**  
**DATE: June 30, 2016**  
**RE: Primary & General Elections**

The following motion should be adopted at the July 5, 2016 City Council meeting.

It was moved by Councilor \_\_\_\_\_ and supported by Councilor \_\_\_\_\_ that the Council appoint the following to serve as election judges for the August 9, 2016, Primary Election and the November 8, 2016, General Election:

Precinct #1-City Hall, Wacootah Room

Jean Inmon  
Sylvia Chad  
Stephen Skogman  
Nancy Wright  
Julia Buria (Alternate)

Precinct #2-City Hall, Iroquois Room

Carolyn Olsen  
Karen Luoma  
Jackie Jenko  
Joyce Hansen  
Brianna Forseen (Alternate)

And further, authorize them to be paid \$10.00 per hour for training, absentee processing (if needed), and election hours; and, provide one hot meal to the election judges on election days.

City of Mt. Iron,

Thank you so much for your generous donation of \$250 to our 3rd Annual Kid Fit Carnival. Your contribution helps to buy many prizes for our students and it is greatly appreciated.

Merritt Elementary PTA





CONNECTING & INNOVATING  
SINCE 1913

June 15, 2016

Dear Mayors and Administrators,

Greetings! We hope that you are doing well and that your city and community are positioned for great success this summer.

Pursuant to the League Constitution, we are writing to let you know that the League Board of Directors voted at its May meeting to set a maximum member dues schedule increase of 3 percent for the League's 2017 fiscal year that runs from September 1, 2016 through August 31, 2017. Similar to how your city sets its preliminary levy increase, the final dues schedule can decrease but can't be higher than the maximum that is set. The actual amount of the increase will be determined by the Board when it meets on August 18 to approve the FY 2017 budget.

The increase in dues will help to make sure we can continue to deliver high quality, essential services you rely on to effectively govern and manage your city, and also to plan for and respond to your city's changing needs. Your dues dollars help to pay for:

- Our research and human resources staff who answer 5,000+ member questions a year on dozens of topics;
- Our lobbying team that represents members on scores of policy issues affecting cities at the state Capitol;
- Our training and conference specialists who design and deliver countless educational sessions at conferences, webinars, and workshops;
- Our legal, communications, and technology personnel who continuously assist members with customized consultation; and
- Our administration and finance officials who ensure we operate efficiently and manage our resources in a cost-effective manner.

Our commitment to you is to provide premier service and be recognized as the trusted, authoritative, and unified voice on issues affecting all cities. We take very seriously our responsibility to carefully manage member assets, and we thank you for your continued support of our work.

If you have any questions or comments about how we can better serve your needs, please feel free to call or email Dave Unmacht at (651) 281-1205 or [dunmacht@lmc.org](mailto:dunmacht@lmc.org). You are also more than welcome to stop by for a cup of coffee or a conversation when you are in St. Paul.

Steve Nasby  
League of Minnesota Cities President,  
City Administrator, City of Windom

David J. Unmacht  
Executive Director,  
League of Minnesota Cities

**COUNCIL LETTER 070516-IX**

**PERSONNEL COMMITTEE**

**CLOSED MEETING**

**DATE:** June 30, 2016  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

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The Personnel Committee is requesting a closed meeting under Minn. Stat. § 13D.05, subd. 2(b) for preliminary consideration of allegations or charges against an individual subject to the public body's authority.

Before closing the meeting, the council must state on the record the specific grounds for closing the meeting and describe the subject to be discussed.

The meeting must be open at the request of the individual who is the subject of the meeting.

The meeting must be electronically recorded, and the recording must be preserved for at least three years after the meeting.

If the public body decides that discipline of any nature may be warranted regarding the specific charges, further meetings must be open.