



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, AUGUST 15, 2016

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, AUGUST 15, 2016 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the August 1, 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
 - 1. Expiration of Probation (#7)
 - C. Public Works Director's Report
 - D. Sheriff's Department Report
 - E. City Attorneys Report
 - F. City Engineer's Report
 - G. Buildings and Grounds Committee
 - 1. Community Center Kitchen Fees (#8-9)
 - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Resolution Number 32-16 Requesting Access (#10-11)
 - B. Resolution Number 33-16 Mutual Aid (#12-15)
 - C. Authorization to Advertise (#16)
 - D. Requests to Serve Alcohol at the Community Center (#17-18)
 - E. Reschedule Next Meeting Due to Labor Day
- VII. Communications (#19-21)
- VIII. Announcements
- IX. Adjourn

Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
August 1, 2016

Mayor Skalko called the City Council meeting to order at 6:33 p.m. with the following Council members present: Susan Tuomela, Alan Stanaway, Tony Zupancich, 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 and SGT Backman, Sheriff's Department.

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

1. Approve the minutes of the July 18, 2016, 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 July 16-31, 2016 totaling \$207,015.12 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period July 16-31, 2016, totaling \$257,429.27 (a list is attached and made a part of these minutes).

The motion carried on a roll call vote.

Public Forum:

- No one spoke during Public Forum

Mayor's Report:

- Condolences to the family of Theodore T. "Teddy" Tammaro
- Condolences to the family of Navis "Dolly" Doreen (Nelson) Marshall
- Happy Birthday to Evelyn Witzman, August 5th, turning 100 yrs. old
- Happy Birthday to Helen Koivenen Sainio, August 7th, turning 92 yrs. old
- Thank you to Robert "Ozzie" Kohler, volunteer caretaker for the South Grove playground, anyone interested in taking over those duties, please contact City Hall or City Administrator
- Merritt Days starting Sunday, August 8th and lasting to until August 13th

City Administrator reported on following:

- Pre-construction meeting conducted late July, in regards to upcoming projects, anticipated to start:
 - August 8th-Bike Trail
 - August 10th-Garden Drive
 - August 15th-Housing development

The Director of Public Works reported on the following:

- Reason for the purchase of transformers are due to long lead time, replacements could take anywhere from 2-4 months, if something happened to current transformers, residents and/or businesses would be out of power

It was moved by Zupancich and seconded by Tuomela to authorize the City of Mountain Iron staff to purchase a spare three phase 300 KVA transformer from Wesco in amount of \$9,732, due to long lead times obtaining these type of transformers. This type of transformer can be used for the majority of Mountain Iron business and apartment complexes. The motion carried on roll call vote.

Sheriff's Department report:

- Lost a vehicle in May in accident, would like a replacement

It was moved by Stanaway and seconded by Tuomela to authorize the Sheriff's Department to purchase a 2017 Ford Police Interceptor Utility AWD vehicle, for the price of \$27,284.70. The vehicle will replace the 2015 Utility vehicle that was totaled in a pursuit earlier this year. The majority of the purchase price will be covered by insurance. The motion carried on a roll call vote.

It was moved by Zupancich and seconded by Prebeg to authorize Staff to take recommendations of the 2015 City of Mountain Iron Audit from Walker, Giroux and Hahne, LLC. which include:

- A. To seek quotes for the fencing of the transformer area
- B. To continue to monitor and not sell any of these investments prior to maturity
- C. To amend the Capitalization Policy to increase from \$2500 to \$5000. The motion carried.

It was moved by Prebeg and seconded by Tuomela to enter into an agreement with our energy provider and service provider, AEOA, to help assist residents with utility payments. The motion carried.

It was moved by Zupancich and seconded by Tuomela to allow Mac's Bar Inc. to serve alcohol/liqueur at the Community Center on August 20, 2016. The motion carried.

The Council reviewed the list of communications.

The Range Mental Health Center, Inc. requests contribution for their 2016 "5th Annual Project Warmth," fundraiser held Friday, September 30th at the Mountain Iron Community Center. It was moved by Prebeg and seconded by Stanaway to donate \$300 for a table ticket, to the Range Mental Health Center, Inc. out of the Charitable Gambling Fund. The motion carried on a roll call vote.

At 6:48p.m., it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried.

Submitted by:



Amanda Inmon
Municipal Services Secretary

COMMUNICATIONS

1. Thursday, August 11, 2016, St. Louis County, Planning Commission Public Hearing in regards to Proposed amendments to St. Louis County Subdivision Ordinance 60 and St. Louis County Zoning Ordinance 62, in order to keep them current and provide consistent interpretations

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	91,240.14
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	17.72
BUILDING RENTALS	SENIOR CENTER	125.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	900.00
BUILDING RENTALS	LIBRARY	85.00
SALE OF PROPERTY	SALE OF PROP-SO FOREST GR LOTS	12,000.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	44,061.62
BUILDING RENTALS	COMMUNITY CENTER	150.00
MISCELLANEOUS	LIBRARY-COPIES, FINES, MISC.	92.95
BUILDING RENTALS	NICHOLS HALL	50.00
CAMPGROUND RECEIPTS	FEES	4,840.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	100.43
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	145.20
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	365.34
MISCELLANEOUS	REIMB PHONE EXPENSE-ELEC	16.77
MISCELLANEOUS	REIMBURSEMENTS	31,668.88
PERMITS	BUILDING	11,330.56
CD INTEREST	CD INTEREST 101	2,796.38
CD INTEREST	CD INTEREST 378	174.62
CD INTEREST	CD INTEREST 602	1,734.15
CD INTEREST	CD INTEREST 603	140.81
CD INTEREST	CD INTEREST 604	541.23
CD INTEREST	CD INTEREST601	767.16
METER DEPOSITS	ELECTRIC	1,050.00
MISCELLANEOUS	DELTA DENTAL PAYABLE	1,810.20
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	442.96
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
PERMITS	VENDOR	250.00
CAMPGROUND RECEIPTS	PAVILION FEES	100.00
Summary Totals:		<u>207,015.12</u>

Check Issue Date(s): 08/02/2016 - 08/02/2016

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/14	08/02/2016	144867		Void Check	101-20200	.00 V
08/16	08/02/2016	148852	10070	A-1 RENTAL SERVICES INC	101-20200	707.00
08/16	08/02/2016	148853	10075	AMERIPRIDE SERVICES	101-20200	45.07
08/16	08/02/2016	148854	10006	ANDERSON AUTO CENTER (DBA)	101-20200	583.48
08/16	08/02/2016	148855	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	202.40
08/16	08/02/2016	148856	5007	ASSURANT EMPLOYEE BENEFITS	604-20200	903.85
08/16	08/02/2016	148857	20009	BARBER GRAPHICS	101-20200	77.20
08/16	08/02/2016	148858	20010	BISS LOCK INC	604-20200	49.00
08/16	08/02/2016	148859	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	1,065.27
08/16	08/02/2016	148860	30017	CORQUEST (MOUNTAIN IRON)	101-20200	288.72
08/16	08/02/2016	148861	130146	CASH	101-20200	1,100.00
08/16	08/02/2016	148862	130147	CASH	101-20200	25.00
08/16	08/02/2016	148863	130148	CASH	101-20200	25.00
08/16	08/02/2016	148864	130150	CASH	101-20200	100.00
08/16	08/02/2016	148865	130173	CASH	101-20200	25.00
08/16	08/02/2016	148866	130184	CASH	101-20200	25.00
08/16	08/02/2016	148867	8078	VOID - CHARLES PERRY	101-20200	300.00
08/16	08/02/2016	148868	8001	CHRISTOPHER HANSON	101-20200	500.00
08/16	08/02/2016	148869	30083	CITY OF VIRGINIA	101-20200	50.82
08/16	08/02/2016	148870	30072	COMPUTER WORLD	101-20200	1,421.50
08/16	08/02/2016	148871	30092	CONE CORPORATION	101-20200	17,216.80
08/16	08/02/2016	148872	30090	CRYSTEEL TRUCK EQUIPMENT INC	604-20200	15,097.84
08/16	08/02/2016	148873	256	DALL, ROGER	101-20200	100.00
08/16	08/02/2016	148874	40058	DISTINGUISHED TROPHY CO	101-20200	306.00
08/16	08/02/2016	148875	40052	DIVA'S PERFORMANCE	101-20200	300.00
08/16	08/02/2016	148876	819	ED ROSKOSKI	101-20200	10.00
08/16	08/02/2016	148877	50036	EDUCATIONAL DEVELOPMENT CORP.	101-20200	13.98
08/16	08/02/2016	148878	60026	FASTENAL COMPANY	604-20200	41.56
08/16	08/02/2016	148879	60029	FERGUSON ENTERPRISES INC	101-20200	209.30
08/16	08/02/2016	148880	413	FERN SUTICH	101-20200	225.00
08/16	08/02/2016	148881	60045	FIELD LOGIC INC	101-20200	2,038.47
08/16	08/02/2016	148882	60006	FISHER PRINTING COMPANY	603-20200	147.00
08/16	08/02/2016	148883	70016	GOPHER STATE ONE CALL INC	604-20200	49.95
08/16	08/02/2016	148884	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60
08/16	08/02/2016	148885	80022	HAWKINS INC	602-20200	928.49
08/16	08/02/2016	148886	80017	HENRY'S WATERWORKS INC	601-20200	567.41
08/16	08/02/2016	148887	80001	HILLYARD/HUTCHINSON	101-20200	1,083.47
08/16	08/02/2016	148888	80037	HOMETOWN MEDIA PARTNERS	101-20200	400.00
08/16	08/02/2016	148889	90026	INDUSTRIAL LUBRICANT COMPANY	101-20200	1,108.15
08/16	08/02/2016	148890	8008	JASON GELLERSTEDT	101-20200	500.00
08/16	08/02/2016	148891	8053	JASON GELLERSTEDT	101-20200	420.00
08/16	08/02/2016	148892	8013	JAYNE MAHOVLICH	101-20200	600.00
08/16	08/02/2016	148893	110036	K-ENGRAVING & TROPHY SHOP	101-20200	140.00
08/16	08/02/2016	148894	809	KUTDOWN	101-20200	500.00
08/16	08/02/2016	148895	120013	L & L RENTALS INC	101-20200	330.00
08/16	08/02/2016	148896	120032	LAKE COUNTRY POWER	101-20200	214.50
08/16	08/02/2016	148897	120012	LIBRARY STORE	101-20200	109.56
08/16	08/02/2016	148898	120054	LINDER, JESSE	604-20200	129.11
08/16	08/02/2016	148899	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
08/16	08/02/2016	148900	130026	MESABI SIGN COMPANY	101-20200	72.80
08/16	08/02/2016	148901	130077	MIB QUARTERBACK CLUB	230-20200	100.00
08/16	08/02/2016	148902	130040	MIDWEST SPORTSWEAR	101-20200	150.74
08/16	08/02/2016	148903	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	1,250.00
08/16	08/02/2016	148904	130009	MINNESOTA POWER (ALLETE INC)	101-20200	2,157.14
08/16	08/02/2016	148905	130034	MN POLLUTION CONTROL AGENCY	602-20200	1,240.00
08/16	08/02/2016	148906	130086	MN RURAL WATER ASSOCIATION	601-20200	250.00
08/16	08/02/2016	148907	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	67,672.00

Check Issue Date(s) 08/02/2016 - 08/02/2016

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/16	08/02/2016	148908	40032	OFFICE OF MN IT SERVICES	101-20200	465.97
08/16	08/02/2016	148909	160066	PACE ANALYTICAL SERVICES	602-20200	293.20
08/16	08/02/2016	148910	160059	PAYBACK	101-20200	500.00
08/16	08/02/2016	148911	255	PETERSON, ANNE	101-20200	200.00
08/16	08/02/2016	148912	253	PETERSON, LAURA	101-20200	55.00
08/16	08/02/2016	148913	8055	PRESTON GUNDERSON	101-20200	300.00
08/16	08/02/2016	148914	160074	PRO BLAST TECHNOLOGY INC	101-20200	160.00
08/16	08/02/2016	148915	160001	PUBLIC EMPLOYEES RETIREMENT	101-20200	21.06
08/16	08/02/2016	148916	170007	QUILL CORPORATION	101-20200	169.90
08/16	08/02/2016	148917	180008	RADKO IRON & SUPPLY INC	101-20200	368.99
08/16	08/02/2016	148918	9022	RANGE MENTAL HEALTH CENTER	230-20200	300.00
08/16	08/02/2016	148919	180003	RANGE OFFICE SUPPLY	101-20200	699.00
08/16	08/02/2016	148920	252	SANDY DUNDA & CLAYTON GROSS	101-20200	88.32
08/16	08/02/2016	148921	257	SARICH, RAJA	101-20200	54.47
08/16	08/02/2016	148922	190004	SKUBIC BROS INC	604-20200	168.75
08/16	08/02/2016	148923	8138	SOUND CENTRAL LLC	101-20200	7,500.00
08/16	08/02/2016	148924	190022	ST LOUIS COUNTY AUDITOR	101-20200	3,733.55
08/16	08/02/2016	148925	254	STARKOVICH, CARLEEN	101-20200	200.00
08/16	08/02/2016	148926	4044	SUMMER WORK OUTREACH PROGRAM	101-20200	300.00
08/16	08/02/2016	148927	190007	SURFACE PRO LLC LEAD CENTRIC	101-20200	700.00
08/16	08/02/2016	148928	210010	ULLAND BROTHERS INC	101-20200	20,315.00
08/16	08/02/2016	148929	210001	UNITED ELECTRIC COMPANY	604-20200	2,890.71
08/16	08/02/2016	148930	220025	VERIZON WIRELESS	101-20200	17.80
08/16	08/02/2016	148931	230033	WITMER ASSOCIATES INC	101-20200	4,930.86
08/16	08/02/2016	148932	240001	XEROX CORPORATION	604-20200	705.73
08/16	08/02/2016	148933	823	YELLOW JOURNALISM SUBMARINE	101-20200	350.00
08/16	08/02/2016	148934	260002	Z/TECH	101-20200	564.00
08/16	08/02/2016	148935	260001	ZIEGLER INC	101-20200	261.01

Totals:

171,075.30

PP-ENDING 7/29/16
TOTAL EXPENDITURES86,353.97
\$257,429.27

COUNCIL LETTER 081516-IVB1

CITY ADMINISTRATOR

PROBATION

DATE: August 11, 2016

FROM: Craig J. Wainio
City Administrator

Staff has reviewed the performance of Mrs. Amanda Inmon and is recommending that Mrs. Inmon remain on staff as a permanent full-time employee at the expiration of her probationary period.

COUNCIL LETTER 081516-IVG1

BUILDINGS AND GROUNDS

KITCHEN FEES

DATE: August 11, 2016

FROM: Buildings and Grounds Committee

Craig J. Wainio
City Administrator

Due to recent upgrades in the kitchen of the Community Center, the Buildings and Grounds Committee is recommending an increase of \$25 in the fee for use of the kitchen. The increase would take effect immediately and would only be applicable for bookings made from this point forward current reservations would not be affected. Attached is an update fee schedule for your review.

FEE SCHEDULES

SENIOR CENTER		Resident No-Kitchen	Resident Kitchen	Non-Resident No-Kitchen	Non-Resident Kitchen	Damage Deposit
Individuals/Groups Generating	Non-Revenue	\$0.00	\$25.00	\$25.00	\$50.00	\$50.00
Individuals/Groups Revenue Generating		\$25.00	\$50.00	\$50.00	\$100.00	\$50.00
Non-Profit Organizations		\$10.00	\$25.00	\$25.00	\$50.00	\$50.00
For-Profit Organizations		\$25.00	\$50.00	\$50.00	\$100.00	\$50.00
NICHOLS TOWN HALL		Resident No-Kitchen	Resident Kitchen	Non-Resident No-Kitchen	Non-Resident Kitchen	Damage Deposit
Individuals/Groups Generating	Non-Revenue	\$0.00	\$10.00	\$25.00	\$35.00	\$50.00
Individuals/Groups Revenue Generating		\$25.00	\$35.00	\$50.00	\$60.00	\$50.00
Non-Profit Organizations		\$10.00	\$20.00	\$25.00	\$35.00	\$50.00
For-Profit Organizations		\$25.00	\$35.00	\$50.00	\$60.00	\$50.00
COMMUNITY CENTER WACOTA ROOM		Resident No-Kitchen	Resident Kitchen	Non-Resident No-Kitchen	Non-Resident Kitchen	Damage Deposit
Individuals/Groups Generating	Non-Revenue	\$0.00	\$50.00	\$25.00	\$75.00	\$100.00
Individuals/Groups Revenue Generating		\$25.00	\$75.00	\$50.00	\$125.00	\$100.00
Non-Profit Organizations		\$10.00	\$50.00	\$25.00	\$75.00	\$100.00
For-Profit Organizations		\$25.00	\$75.00	\$50.00	\$125.00	\$100.00
COMMUNITY CENTER IROQUOIS ROOM		Resident No-Kitchen	Resident Kitchen	Non-Resident No-Kitchen	Non-Resident Kitchen	Damage Deposit
Individuals/Groups Generating	Non-Revenue	\$0.00	\$50.00	\$25.00	\$75.00	\$100.00
Individuals/Groups Revenue Generating		\$25.00	\$75.00	\$50.00	\$125.00	\$100.00
Non-Profit Organizations		\$10.00	\$50.00	\$25.00	\$75.00	\$100.00
For-Profit Organizations		\$25.00	\$75.00	\$50.00	\$125.00	\$100.00
COMMUNITY CENTER WACOTA & IROQUOIS		Resident No-Kitchen	Resident Kitchen	Non-Resident No-Kitchen	Non-Resident Kitchen	Damage Deposit
Individuals/Groups Generating	Non-Revenue	\$0.00	\$75.00	\$50.00	\$125.00	\$100.00
Individuals/Groups Revenue Generating		\$50.00	\$125.00	\$100.00	\$175.00	\$100.00
Non-Profit Organizations		\$25.00	\$75.00	\$50.00	\$125.00	\$100.00
For-Profit Organizations		\$75.00	\$150.00	\$125.00	\$175.00	\$100.00
COMMUNITY CENTER MOUNTAIN ROOM (C. C. CHAMBERS)		Resident No-Kitchen	Resident Kitchen	Non-Resident No-Kitchen	Non-Resident Kitchen	Damage Deposit
Individuals/Groups Generating	Non-Revenue	\$0.00	\$50.00	\$25.00	\$75.00	\$100.00
Individuals/Groups Revenue Generating		\$25.00	\$75.00	\$50.00	\$125.00	\$100.00
Non-Profit Organizations		\$10.00	\$50.00	\$25.00	\$75.00	\$100.00
For-Profit Organizations		\$25.00	\$75.00	\$50.00	\$125.00	\$100.00

Craig Wainio

From: Bryan Lindsay <blindsay@trentilaw.com>
Sent: Thursday, August 11, 2016 9:27 AM
To: Craig Wainio
Subject: Agenda Item
Attachments: Master Subscriber Agreement for Access to MGA CITY OF MOUNTAIN IRON.DOC

Craig,

If it is not too late could I get an item added to the Agenda? The State has offered a special access to the electronic court records for government entities including law enforcement and prosecuting attorneys. The access requires that we get authority from the City to apply. I have attached a proposed resolution that would grant me authority to request access as prosecutor and John on behalf of law enforcement if he hasn't got the access already.

Thanks

Bryan M. Lindsay | Attorney at Law

Email: blindsay@trentilaw.com



GREAT TEAM. GREAT EXPERIENCE. GREAT RESULTS.

Website: www.trentilaw.com

225 N. 1st Street
1000 Lincoln Bldg.
Post Office Box 958
Virginia, MN 55792
Phone: (218) 749-1962 • 1-800-422-0912
Fax: (218) 749-4308

PRIVILEGE NOTICE: This email is subject to attorney-client privilege.

CONFIDENTIALITY NOTICE: The information contained in this e-mail communication and any attached documentation may be privileged, confidential or otherwise protected from disclosure and is intended only for the use of the designated recipient(s). **Please be advised of the risks associated with communicating via email.** Email cannot be guaranteed as a secure way of communicating confidential information. The Trenti Law Firm denies liability for the acquisition of any personal information through email by a third party. By continuing to use email to communicate with the Trenti Law Firm, you are agreeing to accept this risk.



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 32-16

APPROVING STATE OF MINNESOTA OFFICE OF STATE COURT ADMINISTRATION MASTER SUBSCRIBER AGREEMENTS WITH THE CITY OF MOUNTAIN IRON ON BEHALF OF ITS CITY ATTORNEY'S OFFICE AND POLICE DEPARTMENT

WHEREAS, the City of Mountain Iron on behalf of its City Attorney's Office and Police Department desires to enter into Master Subscriber Agreements with the State of Minnesota, Office of State Court Administration, for access to the new Minnesota Government Access (MGA) system for which the City is eligible. The Master Subscriber Agreements provide the City Attorney's Office and Police Department with access to appropriate electronic court records and documents stored in the Minnesota Court Information System for cases in Minnesota district courts.

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

1. That the Master Subscribers Agreements for access to the MGA system by and between the State of Minnesota acting through its Office of State Court Administration and the Mountain Iron City Attorney's Office and the Mountain Iron Police Department are hereby authorized and approved by the City Council.
2. That the St. Louis County Sheriff's Department, Sgt. John Backman, or his designee, is authorized to execute the Master Subscriber Agreement for access to the MGA system on behalf of the Police Department and he or his successor is further authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the Police Department's connection to the MGA system.
3. That the Mountain Iron City Attorney, Bryan M. Lindsay, or his designee, is authorized to execute the Master Subscriber Agreement for access to the MGA system on behalf of the Mountain Iron City Attorney's Office and he or his successor is further authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City Attorney's Office connection to the MGA system.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF AUGUST, 2016.

Gary Skalko, Mayor

ATTEST:

Craig Wainio, City Administrator



Minnesota Municipal Utilities Association

3025 Harbor Lane N | Suite 400
Plymouth, MN 55447-5142
Phone 763.551.1230 | Toll Free 800.422.0119 (MN)
Fax 763.551.0459
www.mmua.org

August 8, 2016

Dear MMUA Member:

I am writing today regarding our Mutual Aid (disaster response) program.

The Federal Emergency Management Agency (FEMA) will not reimburse costs arising from a city or municipal utility assisting another city/utility unless there is a prior, written agreement between the damaged party and the assisting party. This requirement is stipulated in policy update 9523.6 [Mutual Aid Agreements for Public Assistance]. *There is no provision for reimbursement for mutual aid when there is no formal written agreement.*

Two documents are required for this program: Mutual Aid Agreement and Resolution. **We do not have these documents on file for your utility.**

- If you have a copy of these signed/approved documents in your files, please forward the copies at your earliest convenience.
- Otherwise, please see the enclosed Mutual Aid Agreement and a model Resolution.

The Resolution authorizes participation in the MMUA Mutual Aid Program, directs execution of the Mutual Aid Agreement and establishes authority for setting rates for reimbursement. I urge you to consider adoption of a resolution by your utility's governing body:

- If your city is a statutory city and has a utility commission, the governing body is the commission;
- If your city is a statutory city without a commission, the governing body is the city council;
- If your city is a charter city, you will need to review your charter to determine if the city council or a commission is the governing body; you may consider seeking approval of both.

It is important to note that the Mutual Aid Agreement **does not obligate** you or your city/utility to provide mutual aid, it merely clears the deck for receipt of FEMA reimbursement should you assist another city/utility, etc., and federal disaster assistance funds become available.

Once the Resolution is Approved

Please email, fax or mail a signed/dated copy of the Resolution as adopted and a copy of the signed/dated Mutual Aid Agreement to MMUA.

Our goal is for 100% participation by Minnesota's electrical utilities, however if you do not intend to submit a Resolution/Mutual Aid Agreement, I would appreciate written notification. Thank you for your prompt attention to this matter.

Sincerely,

Mike Willetts
Director of Training & Safety

P.S. We can accept your signed Resolution and Agreement at any time, however to be considered eligible under FEMA, these must be on file before an occurrence.



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 33-16

REGARDING MUTUAL AID ASSISTANCE

WHEREAS, the City of Mountain Iron Minnesota ("City"), operates and maintains a municipal system electric and water utility;

WHEREAS, City wishes to cooperate with other cities which own and operate utility systems and other publicly owned utility organizations ("Publicly Owned Utilities");

WHEREAS, City is a member of the Minnesota Municipal Utilities Association ("MMUA") and MMUA has developed a program to encourage and foster mutual aid between and among Publicly Owned Utilities in the event of disasters and emergencies;

WHEREAS, the Federal Emergency Management Agency ("FEMA") has established a rule which provides that FEMA will reimburse mutual aid costs for a particular disaster or emergency only if mutual aid participants have signed a written agreement prior to that disaster or emergency;

WHEREAS, prudent and appropriate charges should be established from time to time which may be paid to City for its provision of mutual aid services and which may be paid to other Publicly Owned Utilities which may provide mutual aid assistance to City.

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 execute and deliver the MMUA Mutual Aid Agreement (attached hereto) and such other documents and agreements as may be necessary to implement City's participation in the MMUA Mutual Aid Program and to qualify for FEMA reimbursement of mutual aid costs.
2. The managing staff of the City's utility system(s) shall establish reasonable rates for reimbursement of its labor and equipment costs as contemplated in FEMA rules, and periodically revise such rates as necessary.
3. City will provide mutual aid assistance to other Publicly Owned Utilities if management determines:
 - (a) That the reliability and performance of City's utility systems and the public health and safety of City residents and customers will not be materially and adversely affected

- (b) The other Publicly Owned Utility has executed the MMUA Mutual Aid Agreement (or an agreement substantially similar in form and content)
- (c) The other Publicly Owned Utility has established rates for reimbursement of City's labor and equipment costs which are reasonably comparable to those established by City.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF AUGUST, 2016.

Gary Skalko, Mayor

ATTEST:

Craig Wainio, City Administrator

MUTUAL AID AGREEMENT

In consideration of the mutual commitments given herein, each of the Signatories to this Mutual Aid Agreement agrees to render aid to any of the other Signatories as follows:

- 1.) Request for aid. The Requesting Signatory agrees to make its request in writing to the Aiding Signatory within a reasonable time after aid is needed and with reasonable specificity. The Requesting Signatory agrees to compensate the Aiding Signatory as specified in this Agreement and in other agreements that may be in effect between the Requesting and Aiding Signatories.
- 2.) Discretionary rendering of aid. Rendering of aid is entirely at the discretion of the Aiding Signatory. The agreement to render aid is expressly not contingent upon a declaration of a major disaster or emergency by the federal government or upon receiving federal funds.
- 3.) Invoice to the Requesting Signatory. Within 90 days of the return to the home work station of all labor and equipment of the Aiding Signatory, the Aiding Signatory shall submit to the Requesting Signatory an invoice of all charges related to the aid provided pursuant to this Agreement. The invoice shall contain only charges related to the aid provided pursuant to this Agreement.
- 4.) Charges to the Requesting Signatory. Charges to the Requesting Signatory from the Aiding Signatory shall be as follows:
 - a.) Labor force. Charges for labor force shall be in accordance with the Aiding Signatory's standard practices.
 - b.) Equipment. Charges for equipment, such as bucket trucks, digger derricks, and other special equipment used by the Aiding Signatory, shall be at the reasonable and customary rates for such equipment in the Aiding Signatory's location.
 - c.) Transportation. The Aiding Signatory shall transport needed personnel and equipment by reasonable and customary means and shall charge reasonable and customary rates for such transportation.
 - d.) Meals, lodging and other related expenses. Charges for meals, lodging and other expenses related to the provision of aid pursuant to this Agreement shall be the reasonable and actual costs incurred by the Aiding Signatory.
- 5.) Counterparts. The Signatories may execute this Mutual Aid Agreement in one or more counterparts, with each counterpart being deemed an original Agreement, but with all counterparts being considered one Agreement.
- 6.) Execution. Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

Date _____

Entity _____

By _____

Title _____

COUNCIL LETTER 081516-VIA

FIRE DEPARTMENT

ADVERTISE

DATE: August 11, 2016

FROM: Greg Chad
Fire Chief

Craig J. Wainio
City Administrator

The Fire Department is requesting authorization to advertise for Firefighters and First Responders.

To whom it may concern,

Bg's Bar & Grill requests permission to provide alcoholic beverages at Mt. Iron
Community Center for

RMH "Project Warmth"

On 9-30-16.

All applicable rules and laws will be strictly adhered to at all times.

Thank You,



Bg's Bar & Grill

To whom it may concern,

Bg's Bar & Grill requests permission to provide alcoholic beverages at Mt. Iron
Community Center for

Dale Schroder wedding

On Sept. 17 2016.

All applicable rules and laws will be strictly adhered to at all times.

Thank You,



Bg's Bar & Grill



Theresa Sunde
Senior Manager, Government Relations

July 29, 2016

Dear Government Official:

The purpose of this letter is to inform you that effective on or about September 1, 2016, Mediacom will be adjusting the monthly rental pricing for our digital transport adapters (DTA) as follows:

Product:	Old Rate:	New Rate:	Net Change:
Standard Definition DTA	\$.99	\$1.99	\$1.00
High Definition DTA	\$1.99	\$2.99	\$1.00

As you may recall, Mediacom introduced DTAs to help our customers with older televisions continue to receive their television channels as we transitioned our Broadcast Basic and Expanded Basic video lineups from analog to digital. Recently, Mediacom enhanced the functionality of the DTAs by introducing a new on-screen guide. This on-screen guide allows customers to easily explore TV programming right from their remote control and get information on the shows they want to watch.

Depending on the terms of their contract, certain customers on promotional rates may not be impacted by these DTA pricing changes until the end of their promotional period.

In addition, Mediacom will be combining its high-speed internet modem and EMTA phone adapter equipment charges into a single data and phone modem charge. The standard monthly rental price for data and phone modems will be \$7.50 beginning September 1, 2016. Customers not wishing to lease a modem from Mediacom always have the option of buying their own compatible modem at retail.

If you have any questions, please contact me directly at tsunde@mediacomcc.com.

Sincerely,

Sincerely,

Theresa Sunde

Theresa Sunde
Senior Manager, Government Relations



Dedicated to a Strong Greater Minnesota

August 5, 2016

Mayor Gary Skalko
City of Mountain Iron
8586 Enterprise Dr. S.
Mountain Iron, MN 55768

Dear Mayor Skalko,

I am honored to have been elected president of the Coalition of Greater Minnesota Cities (CGMC) for the upcoming year. As I look forward to leading the CGMC, I want to extend a word of thanks and appreciation to our outgoing president, Le Sueur Mayor Robert Broeder, for his strong leadership over the past year.

This year's quick, 10-week legislative session proved to be a rollercoaster ride with a disappointing ending. However, despite our state's failure to pass bills on taxes, bonding and transportation, the CGMC had several accomplishments that leave us well-positioned for success in a special session (if there is one) or in the next regular session:

- We fought hard against opposition in the House to garner support for an increase in funding for Local Government Aid. Due to the efforts of CGMC members and staff, the final tax bill included a \$20 million LGA increase.
- Our advocacy work in regards to new water quality regulations that are being imposed on cities led to the inclusion of \$133.5 million for clean water infrastructure grant and loan programs in the bonding bill.
- We continued to advocate for funding for the successful Greater Minnesota Business Development Public Infrastructure (BDPI) Grant Program, which was funded at \$12 million in the bonding bill.
- We insisted that funding for Greater Minnesota highways and city streets are crucial components of any transportation package. Although there was not a comprehensive transportation bill, the final bonding bill included \$199.5 million for Corridors of Commerce and \$100.5 million in transportation funding dedicated in part for city streets.

While frustrated with the outcome of the legislative session, I am proud of the work the CGMC did over the past year to advance Greater Minnesota priorities. By meeting with legislators in our communities and at the Capitol, attending CGMC "lobby day" events and conferences, engaging the local media, responding to "action alerts" and other advocacy work, we succeeded in getting the Governor and legislators to pay attention to Greater Minnesota issues and address them in key legislation. The work we did this year will pay off for years to come.

Looking to the future

Although we are poised for success, now is not the time to back off when it comes to fighting for Greater Minnesota's needs. The next 12 months are critical – the entire Minnesota House and Senate are up for election, the Legislature is supposed to pass a new budget, and of course there is plenty of unfinished business from 2016. That means it is more important than ever that Greater Minnesota cities continue to work together to achieve our common goals.

As we look to next year, I want to explain the two separate invoices that are included with this letter:

Invoice for General Dues – This invoice indicates the cost of your city's CGMC membership for 2016-2017. At the CGMC Summer Conference in July, the membership voted to include a 4.75% surcharge on dues to build an Environmental Action Fund to pay for an enhanced environmental program to help cities deal with the onslaught of new and proposed environmental regulations.

Invoice for Voluntary Assessment – Last year, the CGMC membership adopted a voluntary assessment to help pay for litigation to fight unscientific and unreasonable water quality regulations adopted by the MPCA. Nearly half of our members contributed to this voluntary assessment. We are again asking cities to pay a voluntary assessment to continue the legal action that we believe is necessary to bring accountability to the MPCA and have regulations that are reasonable, scientifically based and do not place an undue financial burden on cities. This invoice reflects the amount your city should pay if it chooses to contribute the recommended 35 cents per capita to the voluntary assessment, but cities are welcome to contribute more or less if they so choose.

As stated on the invoices, payment is requested by Feb. 1, 2017. However, cities are encouraged to pay early if able to do so. If you have any questions about the invoices or the new Environmental Action Fund, please contact CGMC staff member Bradley Peterson at bmpeterson@flaherty-hood.com or 651-259-1911.

We are stronger together — renew your CGMC membership today!

As rural Minnesota looks toward the future, it is important that you continue to be a part of shaping it. As leaders of Greater Minnesota communities, it is important to remember that our cities are all stronger when we work together.

Thank you for your ongoing commitment to a strong Coalition.

Sincerely,



Sara Carlson, Mayor of Alexandria
President, Coalition of Greater Minnesota Cities

Enclosure

cc: City Administrator, Craig Wainio