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

I.	Roll Call	
II.	Consent Agenda A. September 15, 2014, Regular M B. September 15, 2014, Committe C. Receipts D. Bills and Payroll E. Communications (#24-30)	
III.	Public Forum	
IV.	Committee and Staff Reports  A. Mayor's Report  B. City Administrator's Report  1. 2015 Licenses (#12)  C. Director of Public Works Report  1. Electric Underground W  2. Surplus Equipment (#14)  D. Library Director/Special Events  1. Expiration of Probations  E. Sheriff's Department Report  F. City Engineer's Report  1. Pay Request Number 2 -  G. Personnel Committee  1. Offer of Employment (#2. Lead Public Works Works)  H. Liaison Reports	Tire Quotes (#13) Coordinator Report ary Period (#15) - 2014 Street Improvements (#16-18)
V.	Unfinished Business A. Enterprise Drive Street Lighting	(#23)
VI.	New Business	
VII.	Communications (#24-30)	
VIII.	, ,	
		"D N 1 : 5 :
IX.	Adjourn	# Page Number in Packet

### MINUTES MOUNTAIN IRON CITY COUNCIL SEPTEMBER 15, 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; Jill M. Clark, Municipal Services Secretary; Michael Downs, Director of Public Works; Rod Flannigan, City Engineer; John Backman, Sergeant; and Brian Lindsay, City Attorney.

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

- 1. Approve the minutes of the September 3, 2014, 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 September 1-15, 2014, totaling \$364,588.04, (a list is attached and made a part of these minutes).
- 4. To authorize the payments of the bills and payroll for the period September 1-15, 2014, totaling \$439,525.30, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, Ed Roskoski, member of the 125<sup>th</sup> Anniversary City Celebration Committee, requested that the Council set aside \$40,000 for the celebration to be held beginning August 2, 2015, for approximately one week with a theme of "Welcome Home". The Council requested additional information regarding the list of activities and costs outlined for the celebration.

The Mayor reported on the following:

- ➤ Congratulations. To Nick Prebeg, MIB Class of 1997, just completed an Ultra Marathon of 103.3 miles that he ran.
- ➤ Congratulations. To Matt Niskanen, MIB Class of 2005, for entering into his 8<sup>th</sup> Season with the National Hockey League with the Washington Capitals.
- Mountain Iron-Buhl Football Hall of Fames. 2014 Inductees: Jerry Kolstad, Gary Rikala, Larry Buffetta, Ed Bakke, Kevin Finnerty, Jake Leoni, and Walter Wahl.
- > Condolences. To the family of Jack Mattila and Virginia Johnson.

It was moved by Prebeg and seconded by Tuomela to approve the temporary liquor license for SI of Virginia for October 21, 2014, for the Chick Flick Movie Night Fundraiser at Cinema 6, 8426 Enterprise Drive South, Mountain Iron. The motion carried.

Minutes – City Council September 15, 2014 Page 2

The Director of Public Works commented on the power outage on Thursday, September 4, 2014. He said that the lighting hit a large tree and took out power in West Virginia for a lengthy outage.

The Sergeant informed the public that there have been a number of mail, telephone, and internet scams that are targeting all residents, but mostly the senior citizens and to be aware of anything suspicious.

It was moved by Zupancich and seconded by Tuomela to approve change order number one for the 2013 Sidewalk Improvement decreasing the project by \$5,491.65. The motion carried.

It was moved by Zupancich and seconded by Tuomela to authorize the final payment request in the amount of \$5,622.49 to Hibbing Excavating Incorporated for the 2013 Sidewalk Improvement Project. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Stanaway to have the property owner, Roger Koski, work with the City Engineer to raise the level of his property; after that is done, the city could review the project again and proceed with the best solution for the City; and further, have the Street and Alley Committee meet and prioritize the drainage projects and see this project completed within the 2015 budget. After further discussion, Prebeg amended his motion and Stanaway supported the amendment to direct the City Engineer to meet with the homeowner and negotiate a solution prior to the City making a commitment on the project. The motion carried.

It was moved by Zupancich and seconded by Prebeg to amend the motion made on August 18, 2014 to accept the recommendation of the Planning and Zoning Commission and approve the Variance for Lee Aultman at 816 16<sup>th</sup> Avenue South, Mountain Iron, to place a storage container 17 feet from the property line on parcel 175-0071-01156 with the following legal description:

Section 7, Township 58 North, Range 18 West

PART OF LOT 4 COMM AT INTERSECTION OF S LINE & CENTERLINE OF HOOVER RD THENCE S89DEG17'06" W ALONG S LINE 33 FT THENCE N 23 FT TO PT OF BEG ON W LINE OF 16TH AVE W (HOOVER RD) THENCE N ALONG WLY R/W 103.22 FT TO R/W OF HWY #169 THENCE W ALONG HWY R/W 37 FT THENCE N ALONG R/W 160 FT THENCE W ALONG R/W 108.06 FT THENCE S06DEG18'50"W ALONG R/W 267.01 FT THENCE N89DEG17'06"E 174.44 FT TO PT OF BEG EX THAT PART OF LOT 4 ASSUMING S LINE OF SE1/4 OF SE1/4 OF SEC 12-58-18 WHICH LIES WLY OF 16TH AVE W (HOOVER RD)TO HAVE A BEARING OF S89DEG17'06"W & COMM AT INTERSECTION OF SAID S LINE & CENTERLINE OF SAID 16TH AVE W THENCE S89DEG17'06"W ALONG S LINE 33 FT THENCE N 54 FT TO PT OF BEG SAID PT OF BEG BEING ON WLY R/W OF 16TH AVE W THENCE N ALONG WLY R/W 72.22 FT TO A PT ON R/W OF HWY #169 THENCE W ALONG HWY R/W 37 FT THENCE N ALONG HWY R/W 160 FT THENCE W ALONG HWY R/W 108.06 FT THENCE S06DEG18'50"W ALONG HWY R/W 235.78 FT THENCE N89DEG17'06"E 171 FT TO PT OF BEG

The motion carried.

Minutes – City Council September 15, 2014 Page 3

The Council reviewed the 2015 preliminary budget.

It was moved by Zupancich and seconded by Tuomela to adopt Resolution Number 16-14, Approving the Proposed 2014 Tax Levy, Collectable 2015, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Stanaway to adopt Resolution Number 17-14, Market Based Referendum Levy for the General Obligation Community Center Bonds and Interest, (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 Resolution Number 18-14, Economic Development Authority Tax Levy, (a copy is attached and made a part of these minutes). The motion carried.

During the Liaison Reports, Councilor Zupancich updated the Council on the Economic Development Authority's proposed Patio Home Development west of County Road 7 across from Ann's Acres Addition.

It was moved by Prebeg and seconded by Zupancich to award the Nichols Town Hall Roofing and Front Step Replacement Project to G. Benz Contracting Incorporated in the amount of \$8,750.00. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Stanaway to award the City Garage/Fire Hall Reroof Project to Range Cornice in the amount of \$145,575.00 for the base bid and add alternate one for \$23,920.00. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Tuomela to award the hazardous substance removal for the demolition of two properties, 5700 Mineral Avenue and 5472 Bluebell Avenue, to Abatetek Environmental Services from Hibbing for a low quote of \$3,500.00 and the demotion of those properties be awarded to Bougalis & Sons Incorporated from Hibbing in the amount of \$11,800.00. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Prebeg to approve the Safety Management Program amendment to the agreement with the Minnesota Municipal Utilities Association in the amount of \$9,900.00, (a copy is attached and made a part of these minutes). The motion carried.

At 7:18 p.m., it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried.

Submitted by: Jun. Clark

Jill M. Clark, MMC

**Municipal Services Secretary** 

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Receipt Register By Date
Receipt Date(s): 09/01/2014 - 09/15/2014

Page: 19 Sep 15, 2014 03:50pm

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	128,105.96
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	309.00
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	52.93
METER DEPOSITS	ELECTRIC	950.00
CHARGE FOR SERVICES	SEWER-CHARGE FOR SERVICES	569.26
MISCELLANEOUS	FAX CHARGES	12.00
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
CD INTEREST	FIRST BANK BUHL-CASH CD	205,000.00
CD INTEREST	CD INTEREST 602	19,276.75
CAMPGROUND RECEIPTS	FEES	1,910.00
BUILDING RENTALS	<b>BUILDING RENTAL DEPOSITS</b>	800.00
BUILDING RENTALS	COMMUNITY CENTER	400.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	28.50
BUILDING RENTALS	NICHOLS HALL	50.00
PERMITS	BUILDING	5,123.89
BUILDING RENTALS	SENIOR CENTER	50.00
MISCELLANEOUS	ELECTRIC RECONNECT FEE	220.00
MISCELLANEOUS	REIMBURSEMENTS	350.00
FINES	CRIMINAL	1,319.75
Summary Totals:		364,588.04

### Check Issue Date(s): 09/05/2014 - 09/24/2014

Report Criteria;

Check.Check No = 145830, 145851-145923

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount	
09/14	09/10/2014	145830	130044	VOID - MINNESOTA DEPT OF HEALTH	601-20200	1,691.42 <del>-</del> M	
09/14	09/10/2014	145851	130044	MINNESOTA DEPT OF HEALTH	601-20200	1,491.42	
09/14	09/10/2014	145852	130044	MINNESOTA DEPT OF HEALTH	601-20200	200.00	
09/14	09/11/2014	145853	130011	UNITED STATES POSTAL SERVICE	601-20200	402.16	
09/14	09/16/2014	145854	10056	A T & T MOBILITY	101-20200	1,184.69	
09/14	09/16/2014	145855	10070	A-1 RENTAL SERVICES INC	101-20200	1,224.00	
09/14	09/16/2014	145856	9012	AHAM IKEJI	604-20200	114.09	
09/14	09/16/2014	145857	9023	ALEXIS GUNDERSON	604-20200	298.59	
09/14	09/16/2014	145858	130017	AMERICAN BANK	101-20200	19.78	
09/14	09/16/2014	145859	9011	APOLENA BRLETCH	101-20200	200.00	
09/14	09/16/2014	145860	9014	ARNOLD RANDOLPH	604-20200	116.31	
09/14	09/16/2014	145861	20022	BENCHMARK ENGINEERING INC	301-20200	12,116.50	
09/14	09/16/2014	145862	9024	BETTY NORDBY	604-20200	87.10	
09/14	09/16/2014	145863	9020	BLAINE HEDER & JOHANNA KAYFES	604-20200	324.43	
09/14	09/16/2014	145864	30084	CARDMEMBER SERVICE	603-20200	5,698.56	
09/14	09/17/2014	145865	9009	VOID - CASSANDRA WEBER	101-20200	.00 M	
09/14	09/16/2014	145866	170001	CENTURY LINK	101-20200	258.55	
09/14	09/16/2014	145867	30068	CHAD, GREG	101-20200	90.00	
09/14	09/16/2014	145868	220003	CITY OF VIRGINIA	101-20200	62.02	
09/14	09/16/2014	145869	30072	COMPUTER WORLD	101-20200	1,069,50	
09/14	09/16/2014	145870	40002	DEPT NATURAL RESOURCES	101-20200	130.00	
09/14	09/16/2014	145871	50048	ENERGY INSIGHT INC	604-20200	671.04	
09/14	09/16/2014	145872	500012	ERA LABORATORIES INC	602-20200	528.50	
09/14	09/16/2014	145873	60029	FERGUSON ENTERPRISES INC	101-20200	95.32	
9/14	09/16/2014	145874	70016	GOPHER STATE ONE CALL INC	604-20200	73.95	
9/14	09/16/2014	145875	70009	GULBRANSON EXCAVATING CO	604-20200	3,957.88	
9/14	09/16/2014	145876	140013	HD WATERWORKS SUPPLY	601-20200	55,640.00	
9/14	09/16/2014	145877	80008	HIBBING EXCAVATION INC	301-20200	5,622.49	
9/14	09/16/2014	145878	80001	HILLYARD/HUTCHINSON	101-20200	513.12	
9/14	09/16/2014	145879	9010	JAMES G. LASSILA	101-20200	100.00	
9/14	09/16/2014	145880	9018	JESSICA AVIKAINEN	604-20200	329.51	
9/14	09/16/2014	145881	120013	L & L RENTALS INC	604-20200	648.47	
9/14	09/16/2014	145882		Information Only Check	604-20200	.00 V	
9/14	09/16/2014	145883	120006	L & M SUPPLY	101-20200	1,633.65	
9/14	09/16/2014	145884	120048	L'ALLIER, TABITHA	101-20200	220.00	
)9/14	09/16/2014	145885		LAWSON PRODUCTS INC	101-20200	416.81	
9/14	09/16/2014	145886		LEAGUE OF MN CITIES INS TRUST	601-20200	500.00	
9/14	09/16/2014	145887	9019	LISA TRAVIS	604-20200	324.73	
9/14	09/16/2014	145888		MINNESOTA ENERGY RESOURCES	602-20200	52.19	
19/14	09/16/2014	145889		MINNESOTA POWER (ALLETE INC)	604-20200	55,501.79	
9/14	09/16/2014	145890		MN DEPARTMENT OF COMMERCE	604-20200	465.28	
9/14	09/16/2014	145891		MOUNTAIN IRON PUBLIC UTILITIES	604-20200	15,309.47	
9/14	09/16/2014	145892		NORTHEAST SERVICE COOPERATIVE	101-20200	50,263.72	
9/14	09/16/2014	145893		NORTHERN STAR FOOD EQUIPMENT	101-20200	1,399.71	
9/14	09/16/2014	145894		NYMAN, JULIE	101-20200	120.00	
9/14	09/16/2014	145895		NYMAN, KEITH	101-20200	30.00	
9/14	09/16/2014	145896		PLESHA CHIROPRACTIC, P.A.	101-20200	32.00	
9/14	09/16/2014	145897		PONTINEN, RYAN	101-20200	120.00	
9/14	09/16/2014	145898		PTM DOCUMENT SYSTEMS	604-20200	300.18	
9/14	09/16/2014	145899		QUILL CORPORATION	101-20200	181.46	
9/14	09/16/2014	145900	9022	RANGE MENTAL HEALTH CENTER	604-20200	176.36	
9/14	09/16/2014	145901	180017	RELIABLE OFFICE SUPPLIES	604-20200	138.49	
9/14	09/16/2014	145902	9016	RHONDA DUESLER	604-20200	19.74	
9/14	09/16/2014	145903	9021	ROY & MELISSA SALINAS	604-20200	361.79	

### Check Issue Date(s): 09/05/2014 - 09/24/2014

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/14	09/16/2014	145904	190045	SERVICE SOLUTIONS	101-20200	23.00
09/14	09/16/2014	145905	9026	SHAWN WELK	604-20200	112.88
09/14	09/16/2014	145906	190014	SHERWIN WILLIAMS	101-20200	2,436.86
09/14	09/16/2014	145907	190101	SIM SUPPLY INC	602-20200	948.00
09/14	09/16/2014	145908	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
09/14	09/16/2014	145909	190016	ST LOUIS COUNTY AUDITOR	101-20200	719.02
09/14	09/16/2014	145910	1152	ST LOUIS COUNTY PHHS	604-20200	315.27
09/14	09/16/2014	145911	9025	STEVE PELLINEN	604-20200	135.83
09/14	09/16/2014	145912	200020	THE TRENTI LAW FIRM	101-20200	4,392.94
09/14	09/16/2014	145913	200006	TRIMARK INDUSTRIAL	602-20200	57.45
09/14	09/16/2014	145914	210010	ULLAND BROTHERS INC	101-20200	157.34
09/14	09/16/2014	145915	210001	UNITED ELECTRIC COMPANY	604-20200	2,206.24
09/14	09/16/2014	145916	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	76,589.84
09/14	09/16/2014	145917	220020	VISA OR AMERICAN BANK CC PMT	101-20200	1,655.83
09/14	09/16/2014	145918	230005	WESCO DISTRIBUTION INC	604-20200	2,249.93
09/14	09/16/2014	145919	9017	WILLIAM PATTERSON	604-20200	153.90
09/14	09/16/2014	145920	60038	WRIGHT EXPRESS FINAN SERV CORP	101-20200	5,907.21
09/14	09/16/2014	145921	240001	XEROX CORPORATION	101-20200	522.34
09/14	09/16/2014	145922	260008	ZUPANCICH, DANNY J.	101-20200	90.00
09/14	09/24/2014	145923	130011	UNITED STATES POSTAL SERVICE	604-20200	512.80
т	otals:					360,830.61
				Payroll-PP Ending 9/12/14	59	,234.13
				Electronic TransUse Tax 9	/19/14 3	,040.00
				Electronic TransSales Tax	9/19/14 16	,420.56
				TOTAL EXPENDITURES	\$439	,525.30

### "TACONITE CAPITAL OF THE WORLD"

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### **RESOLUTION NUMBER 16-14**

# APPROVING PROPOSED 2014 TAX LEVY, COLLECTABLE 2015

**BE IT RESOLVED**, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following sums of money be levied for the current year, collectable in 2015, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL PROPOSED LEVY

\$1,206,978.00

Mayor Gary Skalko

The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF SEPTEMBER, 2014.

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### **RESOLUTION NUMBER 17-14**

### APPROVING PROPOSED 2015 MARKET RATE BASED REFERENDUM LEVY FOR THE GENERAL OBLIGATION COMMUNITY CENTER BONDS AND INTEREST

WHEREAS, in February 1998 the voters in the City of Mountain Iron approved a market rate based referendum levy for bonds and interest to construct the Mountain Iron Community Center.

NOW, THEREFOR BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following market rate based levy shall be made in 2014 payable in 2015 for all property in the City of Mountain Iron:

General Obligation Community Center Bond levy shall be \$83,811.00

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Saint Louis County, Minnesota.

Mayor Gary Skalko

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF SEPTEMBER, 2014.

City Administrator



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Mayor Gary Skalko

### **RESOLUTION NUMBER 18-14**

# CONCERNING THE 2015 ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY

WHEREAS, the Mountain Iron Economic Development Authority was created on the 19th day of April, 2004, pursuant to Minnesota Statutes 469.090-469.108 and;

WHEREAS, Minnesota Statutes, Section 469.107, Subdivision 1, specifically authorized the Mountain Iron Economic Development Authority to levy against the taxable property of the City of Mountain Iron, St. Louis County, Minnesota.

NOW, THEREFORE BE IT RESOLVED by the City Council of Mountain Iron, Minnesota, that for the purpose of further development and to provide for any activities that are within the jurisdiction of the Mountain Iron Economic Development Authority as defined according to Minnesota Statutes. The Mountain Iron City Council submits to the County Auditor of St. Louis County, Minnesota, a final tax levy with a levy set to the maximum allowable for the Mountain Iron Economic Development Authority.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF SEPTEMBER, 2014.

### Minnesota Municipal Utilities Association

#### AMENDMENT TO SERVICES AGREEMENT

### **Safety Management Program**

Contract Date: August 11, 2014 Contract Number: 20-2015

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and Mountain Iron Public Utilities (Mountain Iron), dated August 12, 2013, contract number 20-2014, is amended as follows:

### PART II, Section 1.

1. DURATION: This Agreement shall remain in force from October 1, 2014 until September 30, 2015 (the "expiration date").

#### PART III, Section 1.

1. COMPENSATION: For the services covered by this Agreement, Mountain Iron shall pay MMUA an annual fee of nine thousand nine hundred dollars and 00 cents (\$ 9,900.00) for the 2014-15 annual period. Such compensation shall be due and payable according to the selected payment terms below.

Payment terms for the fee agreed to above shall be based on one of the following options (select one):

- Annual Payment (\$ 9,900.00)
- Quarterly Payments (\$2,475.00 each)

For any term of less than twelve full calendar months, the fee shall be a portion of the annual fee, pro-rated based on the number of calendar months or partial calendar months in which the services were provided as a percentage of twelve (12).

The parties hereby addept the terms of the A	greement as modified.
Mountain Log Fublic Utilities	Minnesota Municipal Utilities Association
Ву	By //alley
Title CITY COMINISTRATOR	Title Executive Director
Date 9-17-14	Date August 11, 2014
Purchase Order #	

### MINUTES MOUNTAIN IRON CITY COUNCIL COMMITTEE OF THE WHOLE MEETING SEPTEMBER 15, 2014

Mayor Skalko called the City Council meeting to order at 5:02 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; Jill M. Clark, Municipal Services Secretary; John Backman, Sergeant; and Brian Lindsay, City Attorney.

The meeting was called to order by Mayor Skalko and he turned the meeting over to Deputy Mayor Stanaway to preside over the meeting.

The Deputy Mayor said that the meeting was for the Council to discuss issues with the Local Improvement Policy and he informed the public present that this meeting was not a public forum or a public hearing. The Deputy Mayor reviewed some issues that he had with the policy regarding the \$5,000 cap on assessments charges, making the policy retroactive to 10 years prior, and the special benefits issue.

Councilor Prebeg felt the same as the Deputy Mayor that the \$5,000 cap on special assessments was not fair to all residents. Councilor Prebeg asked the City Attorney if it was legal to establish a \$5,000 cap on special assessments. The City Attorney said that as long as the City Council used the guidelines that the special assessments were being uniformly applied to all residents. He further stated that there was no law against making a cap. He said that the special benefits test limits the City to establish that the special assessments had to be related to the benefits to the property.

The Deputy Mayor questioned the City Attorney who determines the special benefits test. The City Attorney said that the City determines the special benefits through the project guidelines and public hearing input.

Councilor Prebeg questioned whether the current Council can change a former Council's policy. The City Attorney said that the Council can go back and reduce the special assessment for a stated group using specific guidelines.

The Deputy Mayor felt that the Local Improvement Policy should be changed with regard to changing the percentages or the designation of the streets.

At 6:12 p.m., it was moved by Stanaway and seconded by Skalko that the meeting be adjourned. The motion carried.

Submitted by: July M. Clark

Jill M. Clark, MMC

**Municipal Services Secretary** 

www.mtniron.com

### **EXCERPT OF CITY COUNCIL MEETING OF OCTOBER 6, 2014**

It was moved by Councilor	and seconded by Councilor	that the liquor
and cigarette license applications fo	or the period January 1, 2015 through I	December 31, 2015,
be approved and issued to the follow	wing individuals and business establish	hments pursuant to
the approval, where necessary, of the	ne Liquor Control Commission and pu	rsuant to the payment
of all outstanding license fees and u	itility charges:	·

Jeff & Greg Properties, Inc. DBA: B. G.'s Saloon 5494 Highway 7

Virginia (Mountain Iron), MN 55792

Silver Creek Liquor Company, Inc. DBA: Silver Creek Liquor 5489 Highway 7 Virginia (Mountain Iron), MN 55792

Commander American Legion Post #220 5748 Mountain Avenue, PO Box 361 Mountain Iron, MN 55768

Mac's Bar, Inc. DBA: Mac's Bar 8881 Main Street, PO Box 313 Mountain Iron, MN 55768

F. P. Troutwine, C & B Warehouse Distr. Mountain Iron Short Stop 5537 Nichols Avenue Mountain Iron, MN 55768

Sundberg Enterprises, LLC DBA: Sawmill Saloon & Restaurant 5478 Mountain Iron Drive Virginia (Mountain Iron), MN 55792

Adventures, Virginia, Inc. Greg Hartnett 5475 Mountain Iron Drive Virginia (Mountain Iron), MN 55792

Walgreen Company 5474 Mountain Iron Drive Virginia (Mountain Iron), MN 55792

Keny J. Adams
May December Endeavors Inc.
DBA: Country Kitchen
5470 Mountain Iron Drive
Virginia (Mountain Iron), MN 55792

Home on the Range LLC DBA: Holiday Inn Express & Suites 8570 Rock Ridge Drive

WJ Holdings, Inc.
DBA: AmericInn Lodge & Suites
5480 Mountain Iron Drive
Virginia, MN 55792

Wal-Mart Stores, Inc. dba: Walmart #4849 8580 Rock Ridge Drive Mountain Iron MN 55768

Mountain Iron, MN 55768

On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor Off-Sale Non-Intoxicating Liquor

Off-Sale Intoxicating Liquor Cigarette

Club On-Sale Intoxicating Liquor Off-Sale Non-Intoxicating Liquor

Off-Sale Intoxicating Liquor On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor Cigarette

Cigarette

Off-Sale Intoxicating Liquor On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor Cigarette

Off-Sale Intoxicating Liquor On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor

Cigarette

Wine 3.2 Malt Liquor (On-Sale)

3.2 Beer License (On-Sale)

Wine

3.2 Beer License (On-Sale)

Off-Sale Intoxicating Liquor

Cigarette

### **COUNCIL LETTER 100614-IVC1**

### **ELECTRIC DEPARTMENT**

### **ELECTRIC UNDERGROUND WIRE QUOTES**

DATE: October 6, 2014

FROM: Mike Downs

Director of Public Works

Craig J. Wainio
City Administrator

The following quotes were received for three (3) rolls (15,000 feet) of I/0 aluminum underground wire. This wire will be used in the underground electrical distribution system.

Wesco = \$17,242.50

Resco = \$18,645.00

Border States = \$19,965.00

Staff recommends purchase of \$15,000 feet of I/O aluminum underground wire from Wesco at their low quote of \$17,242.00. This purchase will be funded from the 2014 Electric Department Enterprise Fund Budget.

# COUNCIL LETTER 100614-IVC2 PUBLIC WORKS SURPLUS EQUIPMENT

DATE:

October 2, 2014

FROM:

Mike Downs

Director of Public Works

Craig J. Wainio City Administrator

Staff is requesting authorization to advertise for sale the following surplus equipment to be sold "As Is".

1. ArrowMaster

Arrow Board Trailer (battery operated)

2. Diamond Rear Flail Mower

3 pt hitch, 102" cut

3. 4" Hole Hog with 100 ft. hose

ground boring bit Bobcat attachment

- 4. Henderson 60" Snowblower
  - .
- 5. 2006 Crown Victoria

6. 2009 Crown Victoria

# COUNCIL LETTER 100614-IVD1 LIBRARY DIRECTOR PROBATIONARY PERIOD

DATE:

October 2, 2014

FROM:

Sally Yuccas

Library Director

Craig J. Wainio City Administrator

The probationary period for Ms. Julie Hansen is set to expire as Library Substitute. It is recommended that Ms. Julie Hansen's probationary period be allowed to expire and her employment with the City be continued.

CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING MINING • LAND SURVEYING • LAND DATA BASE MAPPING

8878 Main Street • P.O. Box 261 Mt. Iron, MN 55768-0261 tel: 218-735-8914 • fax: 218-735-8923 email: info@bm-eng.com

September 30, 2014

Mr. Craig Wainio, City Administrator City of Mountain Iron 8586 South Enterprise Drive Mountain Iron, MN 55768

Re:

2014 Street Improvements Project

City of Mountain Iron Project No.: MI14-02

Dear Mr. Wainio;

Enclosed please find Pay Request No. 2 for the Mountain Iron 2014 Street Improvements project in the amount of **\$20,816.17**, for approval at your next scheduled City Council meeting. This amount includes withholding 5% retainage on work completed to date.

Please refer to the enclosed pay request breakdown for a summary of items completed.

If you have any questions or need additional information please do not hesitate to contact me.

Sincerely,

Benchmark Engineering, Inc.

Eric E. Fallstrom, P.E.

**Vice President** 

**Enclosure** 

Pc: Mr. Tom Nemanich, Mesabi Bituminous, Inc.

		والمتعالم	
Owner's Project No.: _		Engineer's Pro	oject No.: <u>MI14-02</u>
Project: 2014 Street Im	provements		
CONTRACTOR: Mesabi	Bituminous, Inc., P.O. Box	3728, Gilbert, MN 55741	
For Period Ending: <u>Sep</u>	<u>tember 30, 2014</u>		
	To: <u>Cit</u>	y of Mountain Iron	
		Owner	
through the date indica	CONTRACTOR's Application ted above. The application in the date of	on for Payment for Work accomplished on meets the requirements of the Conf f this Application.	d under the Contract tract Documents for
In accordance with the (due as shown below.	Contract the undersigned	recommends payment to the CONTRA	ACTOR of the amount
		<u>BENCHMAR</u>	K ENGINEERING, INC.
Dated <u>September 30, 20</u>	<u>114</u>	By Eielfan	
	STATE	MENT OF WORK	
Original Contract Price	\$ <u>316,928.25</u>	Work & Materials to Date	\$ <u>262,806.25</u>
Net Change Orders	\$0.00	Amount Retained (5%)	\$ <u>13,140.31</u>
Current Contract Price	\$ <u>316,928.25</u>	Subtotal	\$ <u>249,665.94</u>
		Previous Payments	\$ <u>228,849.77</u>

**Amount Due this Payment** 

\$<u>20,816.17</u>



PAY REQUEST #2
2014 STREET IMPROVEMENTS PROJECT
CITY OF MOUNTAIN IRON, MINNESOTA
PROJECT NO: EV14-02

### CONTRACTOR: MESABI BITUMINOUS, INC.

#### BASE BID

SPEC. NO.	ITEM	UNITS	PLAN QUANTITY	UNIT COST	QUANTITY TO DATE	TOTAL
2104.501	PENACUE DIDE SEMEDS					
2104.501	REMOVE PIPE SEWERS REMOVE CURB & GUTTER	LIN. FT.	20.0	\$11.00	20.0	\$220.0
2104.505		LIN. FT.	254.0	\$5.00	254.0	\$1,270.0
2104.303	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	191.0	\$6.00	206.0	\$1,235.0
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN. FT.	70.0	42.00		
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN. FT.	30.0	\$8.00	30.0	\$240.00
			1 232.0	33.00	329.0	\$1,645.00
2105.501	COMMON EXCAVATION	CU. YD.	174.0	\$15.00	66.0	\$990.00
2105.522	SELECT GRANULAR BORROW (MOD) (CV)	CU. YD.	40.0	\$15.00	40.0	\$600.00
2105.525	TOPSOIL BORROW (LV)	CU. YD.	10.0	\$25.00	0.0	\$0.00
2105.604	GEOTEXTILE FABRIC TYPE V	SQ. YD.	119.0	\$2.00	119.0	\$238.00
2123.503	MOTOR GRADER	HOUR	6.0	\$150.00	0.0	\$0.00
2211.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	116.0	\$22.00	46.0	\$1,012.00
2221.503	AGGREGATE SHOULDERING (CV), CLASS 1	CU. YD.	60.0	\$35.00	0.0	\$0.00
2232.501	MILL BITUMINOUS SURFACE (2")	SQ. YD.	11,485.0	\$2.00	11,442.0	\$22,884.00
2360,501	TYPE ED O E WESTING COURSE AND THE STATE OF					
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	2,604.0	\$64.00	2,193.0	\$140,352.00
2300.303	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2,C)	TON	584.0	\$64.00	415.0	\$26,624.00
2502.541	4" PERF. PE PIPE DRAIN	LIN. FT.	58.0			
2503.511	6" PVC PIPE SEWER, SDR 35	LIN. FT.	10,0	\$10.00	59.0	\$590.00
2503.511	8" PVC PIPE SEWER, SDR 35	LIN. FT.	160.0	\$27.00	0.0	\$0.00
2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	2.0	\$34.00	140.0	\$4,760.00
2503.602	TRACER WIRE ACCESS BOX	EACH	1.0	\$550.00	2.0	\$1,100.00
2504.602	ADJUST VALVE BOX - WATER	EACH	1.0	\$110.00	1.0	\$110.00
2504.604	2" POLYSTYRENE INSULATION	SQ. YD.	130.0	\$22.00	82.0	\$80,00
			200.0	322.00	82.0	\$1,804.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 4007	LIN. FT.	15.9	\$475.00	15.9	\$7,552.50
2506.516	CASTING ASSEMBLY	EACH	2.0	\$600.00	2.0	\$1,200.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	15.0	\$300.00	15.0	\$4,500.00
2531.501	CONCOURT CLIPP A GUESTIN DES	_				
2331.301	CONCRETE CURB & GUTTER - DES. D418	LIN. FT.	254.0	\$20.00	254,0	\$5,080.00
2563.601	TRAFFIC CONTROL	LUMP SUM		45 555 55		
		LOIVIP SUIVI	1.0	\$5,300.00	0.9	\$4,770.00
2573.530	STORM DRAIN INLET PROTECTION	EACH	5.0	\$100.00	0.0	to on
2575.505	SODDING TYPE LAWN	SQ. YD.	110.0	\$15,00	0.0	\$0.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$1,000.00	0.0	\$0.00
				72,200.00	0.0	30.00
	PAVEMENT MESSAGE (RIGHT ARROW) EPOXY	EACH	1.0	\$220.00	0.0	\$0.00
	PAVEMENT MESSAGE (THRU ARROW) EPOXY	EACH	1.0	\$220.00	0.0	\$0.00
	4" DOUBLE SOLID LINE YELLOW-EPOXY	UN. FT.	752.0	\$3.25	459.0	\$1,491.75
	4" SOLID LINE YELLOW-EPOXY	UN. FT.	2,833.0	\$1.75	2,754.0	\$4,819.50
	4" BROKEN LINE YELLOW-EPOXY	UN. FT.	730.0	\$1.75	540.0	\$945.00
582.502	4" SOLID LINE WHITE-EPOXY	LIN. FT.	1,580.0			

### ADD ALTERNATE BID (SILICON WAY CURB & GUTTER)

SPEC. NO.	ITEM	UNITS	TOTAL QUANTITIES	UNIT	QUANTITY TO DATE	TOTAL AMOUNT
2104.501	REMOVE PIPE SEWERS	LIN. FT.	8.0	\$42.00	0.0	\$0.00
2503.541	15" RC PIPE SEWER	LIN. FT.	8.0	\$70.00	11.5	\$805.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	2.0	\$100.00	1.0	\$100.00
2506.501	CONST. DRAINAGE STRUCTURE DES. F	LIN. FT.	6.9	\$475.00	6.9	\$3,277,50
2506.516	CASTING ASSEMBLY	EACH	1.0	\$600.00	1.0	\$500.00
2511.501	RANDOM RIPRAP CLASS III	CU. YD.	12.0	\$35.00	0.0	
2531,501	CONCRETE CURB & GUTTER - DES. D418	LIN. FT.	1,560.0	\$14.00	1,565.0	\$0.00

COMPLETED TO DATE:

\$262,806.25

LESS RETAINAGE (5%):

(\$13,140.31)

SUBTOTAL PAY REQUEST #2: LESS PREVIOUS PAYMENTS:

\$249,665.94 (\$228,849.77)

TOTAL PAY REQUEST #2:

\$20,816.17

Eie E Felico

## COUNCIL LETTER 100614-IVG1

### PERSONNEL COMMITTEE

### **OFFERS OF EMPLOYMENT**

DATE:

October 2, 2014

FROM:

Personnel Committee

Craig J. Wainio
City Administrator

The Personnel Committee conducted interviews for the positions of Equipment Operator and Laborer on Wednesday, October 1<sup>st</sup>. Based upon those interviews, the Personnel Committee recommends that the following be offered employment with the City of Mountain Iron:

- Mr. William Wiltse Operator
- Mr. David Mazzeo Laborer
- Mr. Andrew Pocket Laborer

All employment offers are contingent upon the passing of a physical, background check and a drug and alcohol test.

# COUNCIL LETTER 100614-IVG2 PERSONNEL COMMITTEE LEAD PUBLIC WORKS

DATE:

October 2, 2014

FROM:

Personnel Committee

Craig J. Wainio City Administrator

The Personnel Committee is recommending to the City Council that the position of Lead Public Works Worker be posted internally as presented.

### INTERNAL JOB POSTING

### LEAD PUBLIC WORKS WORKER

The City of Mountain Iron has an immediate opening for the position of Lead Public Works Worker. This position reports to the Director of Public Works.

Responsibilities of this position are described in the Lead Public Works Worker position analysis.

The position is Job Class 20 at \$25.33 per hour.

Applications will be accepted until 10:00 a.m., October 17, 2014. Submit letter of application to Craig J. Wainio, City Administrator.

This notification is to be posted on the employee bulletin board at the City Hall, Library, Wastewater Plant and City Garage.

### CITY OF MOUNTAIN IRON POSITION ANALYSIS

POSITION TITLE: Lead Public Works Worker/Operator

**SUPERVISOR:** Director of Public Works

### PRIMARY OBJECTIVE OF POSITION:

The primary objective of this position is for the supervision of construction, installation and maintenance of water, wastewater, streets and storm sewer systems.

### **RESPONSIBILITIES:**

- Supervises and works on the construction, installation and maintenance of the water distribution systems, streets, sewer and storm sewer systems.
- ♦ Plans, schedules and organizes manpower, equipment and supplies needed to accomplish assigned tasks.
- ♦ Supervises employees or contractors work to ensure quality efficient work, compliance with codes, ordinances and safety regulations.
- Responsible for all one-call locations throughout the City.
- ♦ Operates vehicles and equipment including grader, loader, dump truck, backhoe, sander, sweeper, pick-ups, garbage truck, sewer cleaning equipment, etc.
- Recommends and implements needed changes to improve efficiency of water systems, streets, sewer and storm sewer operations, employee safety and manpower utilization.
- Call out crew for snow plowing, water line breaks and other afterhours situations.
- Exercises independent judgment in responding to non-routine assignments and emergency situations or after hour call-outs. Must be available for on call and callout duty as outlined in City policy. Must be a permanent resident within the callout response time area.
- Perform other duties as outlined in the Operators Position Analysis.
- Other duties as apparent or as delegated.

### KNOWLEDGE, SKILLS AND ABILITIES:

- ♦ Ability to plan and manage assigned work with general direction and exercise independent judgement in non-routine matters
- Ability to perform strenuous physical activity.
- ♦ Ability to communicate effectively both orally and in writing.
- ♦ Knowledge of applicable federal, state and local rules, codes, ordinances and safety requirements.

### TRAINING AND EXPERIENCE:

- ♦ AA/AS, Technical College Degree in related field or equivalent, training in the related field preferred or minimum of five years experience with at least three at a supervisory level.
- Class B Commercial Drivers License.

### **COUNCIL LETTER 100614-VA**

### **COUNCILOR ZUPANCICH**

STREET LIGHTING

DATE:

October 2, 2014

FROM:

Councilor Zupancich

Craig J. Wainio City Administrator

Councilor Zupancich requested this item be placed on the Agenda with the following background information:

Update on the status of the Enterprise Drive North and South street lighting project.

## COMMUNICATIONS OCTOBER 6, 2014

- 1. Nick & Alicia Kujala, a thank you for the use of the Community Center for their wedding.
- 2. The Mesabi Family YMCA, a request for a donation for their 2<sup>nd</sup> Annual Daddy Daughter Dance on February 7, 2015.
- 3. MIB Cross Country Club, a request for a donation to support the program.
- 4. Coalition of Greater Minnesota Cities, an update from the President and an invitation to a gubernatorial debate between the Governor candidates.

Mountain I son City Hall,

Thank you for letting us use the

community center for our wedding

reception. Special thanks to termy for

setting up and taking come of our nevels

and pass.

Love Nich & Alicia

P.S. Gary Skalko was there to keep us in line!





September 30, 2014

Gary Skalko City of Mountain Iron 8586 Enterprise Drive South Mountain Iron, MN 55768

Dear Gary,

I am sending you this letter of request for a donation from the City of Mountain Iron for our 2<sup>nd</sup> Annual Daddy Daughter Dance. This event will be taking place at the Mountain Iron Community Center on Saturday, February 7, 2015.

The Daddy Daughter Dance is a low cost event for all families who wish to participate. This event allows young girls to have a special night with an important individual in her life. We provide each child with an opportunity for formal pictures, a keepsake, and memories that last a lifetime. Our Daddy Daughter Dance will feature an evening of music, dancing, games and light refreshments.

Your donation will help defray the costs involved with hosting this event.

The Daddy Daughter Dance provides opportunity for the Y and the City of Mountain Iron to celebrate youth development and family bonds in our community, encourage families to connect and be active together and foster a sense of community by connecting people of all ages.

Sincerely,

Casey Hagadorn

chaqadorn@mesabiymca.org

Mesabi Family YMCA 8367 Unity Drive Virginia, MN 55792 P 218.749.8020 F 218.749.0921 www.mesabiymca.org



Dear Mayor Skalko and City Council Members:

This is a short letter to once again ask for your support in the Cross Country Program here at MIB. Last year, you were very generous with your donation of \$200! We look forward to hearing back from you in the near future.

Just 3 years ago, MIB was unable to offer Cross Country as no one was interested in joining the program. Since this time, we have decided to once again make Cross Country part of our school. We started with 6 athletes running 2 years ago and currently we have 14 involved in Grades 7-12.

We would like to Thank You in advance for you continued support!

Checks could be made out to MIB Cross Country Club and mailed to the High School.

Sincerely.

**David Taus** 



### **Dedicated to a Strong Greater Minnesota**

September 23, 2014

Mayor Gary Skalko
City of Mountain Iron
8586 Enterprise Drive S.
Mountain Iron, MN 55768-8260

### Dear Mayor Skalko:

I am deeply honored and extremely excited to have been elected CGMC President for 2014-2015 at our Summer Conference in Rochester last month. I want to thank Glencoe Mayor Randy Wilson for his strong leadership over the past year.

Last year saw many achievements for Greater Minnesota. The second straight year of funding increases for the LGA program, the establishment and funding of the Broadband Infrastructure Fund, continued funding for the Greater Minnesota Business Development Public Infrastructure grant program, the defeat of an agency rulemaking bill which would have sidelined the voices of communities and business in state government and the defeat of an annexation bill that would have significantly curtailed economic development, just to name a few!

As we know, more challenges and issues remain no matter the outcome of this fall's election. The next legislative session will see the usual discussion of the state budget and its implication for the LGA program. Additionally, we expect that there will be significant discussion of transportation issues. CGMC's role in that discussion will be to ensure that Greater Minnesota is fairly treated and that more dollars flow to cities of all sizes to assist with our challenges in maintaining our local streets, the streets that serve residents and businesses alike.

In collaboration with our sister organization the Greater Minnesota Partnership, we will be exploring potential solutions to critical workforce issues including a lack of both trained workers and adequate housing options in our communities.

Critically, CGMC will also be in the legal and legislative fight to stop costly and unnecessary regulation on waste water treatment facilities from going into place. Already, the MPCA has ignored the pleas of CGMC cities, agricultural interest groups, and business to slow down with regulations and have an independent scientific review of new water quality standards performed. Sadly, the Dayton administration has also insisted on these standards going forward.

Mayor Gary Skalko September 23, 2014 Page Two

Finally, one of the things that I have always appreciated about CGMC is that as an organization we make our selves relevant to the public policy discussion in Minnesota. Please join me as CGMC partners with the Rochester Post Bulletin and the Rochester Area Chamber of Commerce to host the first of only five face-to-face candidate debates for governor in 2014. Please see the enclosed flier for details.

Whether it's the fight for LGA or making state agencies understand the impacts of the new environmental regulations, communities in Greater Minnesota have always been stronger together. With your support and active participation, I know that we can do great things in the next year to strengthen the communities we love.

If I or CGMC can be of assistance to you, please do not hesitate to contact me at <a href="heidiomerza@ely.mn.us">heidiomerza@ely.mn.us</a>.

Sincerely,

Heidi Omerza, Ely City Council

President, Coalition of Greater Minnesota Cities

Enclosure

cc: Craig Wainio, City Administrator



# 2014 MINNESOTA GUBERNATORIAL DEBATE

Join the Coalition of Greater Minnesota Cities, the Rochester Post-Bulletin, and the Rochester Area Chamber of Commerce on **Wednesday**, **Oct. 1** for a debate featuring the gubernatorial candidates:



Mark Dayton (DFL)



Jeff Johnson (GOP)



Hannah Nicollet (IP)

In the first debate of the 2014 election for governor, candidates will focus on the issues important to Greater Minnesota.

Debate will be moderated by Jay Furst, managing editor of the Rochester Post-Bulletin and is free and open to the public.

7:00pm, Wednesday, Oct. 1

Mayo Civic Center

30 Civic Center Drive SE, Rochester 55904

For more information, please visit http://bit.ly/mngovdebate

