



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, NOVEMBER 7, 2016

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, NOVEMBER 7, 2016 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the October 17, 2016, Regular Meeting (#1-6)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications
- III. Public Forum
 - A. Public Hearing – Park Vacation (#7-8)
- IV. Committee and Staff Reports
 - A. Mayor’s Report
 - B. City Administrator’s Report
 - 1. Audit Proposal (#9-16)
 - 2. License Approval (#17)
 - C. Library Director/Special Events Coordinator’s Report
 - D. Sheriff’s Department Report
 - E. City Engineer’s Report
 - 1. Change Order Number 1 - Garden Drive (#18-19)
 - 2. Final Pay Request – Garden Drive (#20-21)
 - 3. Pay Request Number 1 – Woodland Estates (#22-24)
 - F. Parks and Recreation Board
 - 1. Authorize the Advertisement for Rink Workers (#25)
 - G. Public Health and Safety Board
 - 1. Authorize Posting of Officer Positions (#26-28)
 - 2. Fire Department Fitness Policy (#29-33)
 - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Resolution 44-16 Sulfate Standards (#34-37)
 - B. Resolution 45-16 Vacating Park Designation (#38-39)
 - C. Requests to Serve Alcohol (#40-41)
- VII. Communications
- VIII. Announcements
- IX. Adjourn

MINUTES
MOUNTAIN IRON CITY COUNCIL
October 17, 2016

Mayor Skalko called the City Council meeting to order at 6:30p.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; Mike Downs, Director of Public Works; Amanda Inmon, Municipal Services Secretary; Sally Yuccas, Librarian Director/Special Events Director; Bryan Lindsey, City Attorney; John Backman Sheriff's Department and Al Johnson, City Engineer.

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

1. Approve the minutes of the October 3, 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 October 16-31, 2016 totaling \$224,796.90(a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period October 16-31, 2016, totaling \$544,494.44 (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 Forum

Mayor's Report:

- Condolences to the family of William "Bill" Buria
- Woodland Estates' first Building permit has been applied for to the City of Mountain Iron
- Election Day is November 8th, don't forget to Vote!

City Administrator reported on following:

- Accepting applications for Winter workers, Rink attendant workers
- Congratulations to Mountain Iron's 5th and 6th grade football team, won League Championship game over Cherry, thank to Jeremy Jesch, Rick Busch and Dan Zubich

Director of Public Works:

It was moved by Zupancich and seconded by Tuomela to authorize the disposal of 23 surplus nonworking pole mount transformers to T&R Electric. T&R will pay the City \$2,021.25 for the transformers. The motion carried.

It was moved by Zupancich and seconded by Tuomela to authorize the disposal of 2 poles and 1 pad mount transformers with high PCB content to Clean Harbors. Due to high amounts of PCB it will cost the City of Mountain Iron \$1,857.56 to dispose. The motion carried on roll call vote.

Director of Special Events/Library Director:

- Sunday, October 30th, “Annual Mountain Iron Halloween Carnival,” 12:00 pm to 3:00pm at the Mountain Iron Community Center
- Tuesday, November 15th, “2nd Annual Taste of Mountain Iron,” 4-6:30 pm, 300 tickets limited tickets

Sherriff's report:

- No formal report
- Calendar parking starts November 1st

City Engineer report:

It was moved by Prebeg and seconded by Stanaway to award base bid of the South Grove Drainage Improvement project to Mesabi Bituminous Inc. of Gilbert, MN, in the amount of \$13,200.00. The motion carried on roll call vote.

City Attorney report:

- No formal report

It was moved by Zupancich and seconded by Stanaway to approve the date of November 21st at 5pm for the Committee-of-the-Whole Budget Meeting. The motion carried.

It was moved by Zupancich and seconded by Prebeg to approve the date of November 21st, following scheduled City Council meeting, for a Closed Meeting for Performance Reviews of Salaried Staff. The motion carried.

At 6:46p.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. Mountain iron Comprehensive Plan Public Review Meeting, to review draft recommendations being proposed in 2016 Comprehensive Plan Update, scheduled for October 27th at 6:00pm, at the Mountain Iron Community Center. All residents are welcome.
2. Notice of Public Hearing, Mountain Iron City Council will hold public hearing on Monday, November 7th at 6:30pm in the Mountain Iron Room of the Mountain Iron Community Center. The purpose of the hearing is to seek vacation of the park designation on that part of the Park in South Grove Addition to the City of Mountain Iron.

Summary By Category And Distribution

Category	Distribution	Amount
MISCELLANEOUS	ASSESSMENT SEARCHES	40.00
UTILITY	UTILITY	164,492.46
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	400.00
BUILDING RENTALS	NICHOLS HALL	70.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	39,964.66
METER DEPOSITS	ELECTRIC	1,550.00
PERMITS	BUILDING	6,365.34
CHARGE FOR SERVICES	SEWER-CHARGE FOR SERVICES	54.30
MISCELLANEOUS	REIMBURSEMENTS	35.68
METER DEPOSITS	WATER	40.00
CD INTEREST	CD INTEREST 101	7.48
CD INTEREST	CD INTEREST 378	75.86
CD INTEREST	CD INTEREST 602	9.62
CD INTEREST	CD INTEREST 603	9.62
CD INTEREST	CD INTEREST 604	4.27
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,608.97
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	748.79
MISCELLANEOUS	DELTA DENTAL PAYABLE	1,684.10
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	383.76
BUILDING RENTALS	COMMUNITY CENTER	75.00
COPIES	COPIES	23.75
FINES	PARKING VIOLATIONS	15.00
BUILDING RENTALS	SENIOR CENTER	25.00
SPECIAL ASSESSMENTS	SPECIAL ASSESS-BOND MONEY	1,053.84
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	523.62
MISCELLANEOUS	DUE FROM DO-BID AUCTIONEERS	20.78
MISCELLANEOUS	SPEC. EVENT-FUNDS NOT USED-CR	170.00
MISCELLANEOUS	SPECIAL EVENT PROCEEDS	1,345.00
Summary Totals:		<u>224,796.90</u>

Check Issue Date(s): 10/18/2016 - 10/18/2016

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
10/16	10/18/2016	149208	10056	A T & T MOBILITY	101-20200	914.52
10/16	10/18/2016	149209	10012	ABE ENVIRONMENTAL SYSTEMS, INC	301-20200	9,874.75
10/16	10/18/2016	149210	346	ANGELINE BRISKI	604-20200	188.52
10/16	10/18/2016	149211	10041	ARROWHEAD EMS ASSOCIATION	101-20200	75.00
10/16	10/18/2016	149212	20022	BENCHMARK ENGINEERING INC	301-20200	39,160.00
10/16	10/18/2016	149213	30084	CARDMEMBER SERVICE	603-20200	6,787.68
10/16	10/18/2016	149214	170001	CENTURY LINK	603-20200	389.84
10/16	10/18/2016	149215	30004	CITY OF MOUNTAIN IRON	604-20200	290.00
10/16	10/18/2016	149216	30083	CITY OF VIRGINIA	101-20200	57.05
10/16	10/18/2016	149217	30072	COMPUTER WORLD	101-20200	1,075.42
10/16	10/18/2016	149218	351	COURTNEY LARSON	604-20200	134.73
10/16	10/18/2016	149219	291	DAWN POPPENHAGEN	101-20200	200.00
10/16	10/18/2016	149220	350	DIANE ESTERBERG	604-20200	139.99
10/16	10/18/2016	149221	344	ELIZABETH ROSS	604-20200	352.31
10/16	10/18/2016	149222	50048	ENERGY INSIGHT INC	604-20200	1,657.00
10/16	10/18/2016	149223	60008	FAIRVIEW CLINIC-MOUNTAIN IRON	101-20200	1,882.84
10/16	10/18/2016	149224	267	FARAH, QAMA	604-20200	335.00
10/16	10/18/2016	149225	60054	FOREMOST PROMOTIONS (DBA)	101-20200	2,174.46
10/16	10/18/2016	149226	343	GABRIEL & ANDREA KAURALA	604-20200	240.36
10/16	10/18/2016	149227	80032	HARTIKKA, TERRY	101-20200	750.00
10/16	10/18/2016	149228	80022	HAWKINS INC	602-20200	7,254.58
10/16	10/18/2016	149229	80037	HOMETOWN MEDIA PARTNERS	101-20200	378.50
10/16	10/18/2016	149230	90026	INDUSTRIAL LUBRICANT COMPANY	101-20200	601.80
10/16	10/18/2016	149231	341	JODY GUY-KRULC	604-20200	130.85
10/16	10/18/2016	149232	342	KATHERINE KOICHEVAR	604-20200	40.02
10/16	10/18/2016	149233		Information Only Check	101-20200	.00 V
10/16	10/18/2016	149234	120006	L & M SUPPLY	101-20200	2,867.77
10/16	10/18/2016	149235	293	LUANN JOHNSON	101-20200	100.00
10/16	10/18/2016	149236	345	LYNN MERSHON	604-20200	313.56
10/16	10/18/2016	149237	292	MCKENZIE BANKS	101-20200	200.00
10/16	10/18/2016	149238	130004	MESABI DAILY NEWS	101-20200	126.25
10/16	10/18/2016	149239	140026	MINNESOTA ENERGY RESOURCES	601-20200	714.95
10/16	10/18/2016	149240	130008	MINNESOTA MUNICIPAL UTILITIES	101-20200	1,285.50
10/16	10/18/2016	149241	130009	MINNESOTA POWER (ALLETE INC)	604-20200	88,111.92
10/16	10/18/2016	149242	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	396.90
10/16	10/18/2016	149243	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	17,357.74
10/16	10/18/2016	149244	140074	NISKA, TRINA	101-20200	35.00
10/16	10/18/2016	149245	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	67,672.00
10/16	10/18/2016	149246	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	243.83
10/16	10/18/2016	149247	140055	NORTHERN VISUAL SERVICES LLP	101-20200	40.00
10/16	10/18/2016	149248	150022	OTIS-MAGIE INS, AGENCY INC	101-20200	204.00
10/16	10/18/2016	149249	160037	PRAXAIR	604-20200	403.20
10/16	10/18/2016	149250	160074	PRO BLAST TECHNOLOGY INC	101-20200	2,040.00
10/16	10/18/2016	149251	9022	RANGE MENTAL HEALTH CENTER	101-20200	200.00
10/16	10/18/2016	149252	180029	RGGS LAND & MINERALS, LTD., LP	301-20200	8,500.00
10/16	10/18/2016	149253	190067	SAINT LOUIS COUNTY	101-20200	35.00
10/16	10/18/2016	149254	347	SONDRA JACOBSEN	604-20200	140.34
10/16	10/18/2016	149255	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
10/16	10/18/2016	149256	200003	TACONITE TIRE SERVICE	101-20200	86.95
10/16	10/18/2016	149257	200020	THE TRENTI LAW FIRM	101-20200	2,446.52
10/16	10/18/2016	149258	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	48,591.59
10/16	10/18/2016	149259	220020	VISA OR AMERICAN BANK CC PMT	101-20200	3,314.62
10/16	10/18/2016	149260	349	WILLIAM MOURIN	604-20200	92.14
10/16	10/18/2016	149261	348	WILLIAM S. JOHNSON	604-20200	5.73
10/16	10/18/2016	149262	230028	WISCONSIN ENERGY CONSERVATION	604-20200	75.32
10/16	10/18/2016	149263	230033	WITMER ASSOCIATES INC	101-20200	1,856.39
10/16	10/18/2016	149264	60038	WRIGHT EXPRESS FINAN SERV CORP	101-20200	3,426.60

Check Issue Date(s): 10/18/2016 - 10/18/2016

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
10/16	10/18/2016	149265	240001	XEROX CORPORATION	101-20200	41.76
Totals:						<u>368,510.80</u>
				USPS		518.32
				MN DEPT OF COMMERCE		720.08
				CASH-Halloween Carnival		320.00
				PPE-ENDING 10/07/16		59,658.82
				PPE-ENDING 10/21/16		<u>114,766.42</u>
				TOTAL EXPENDITURES		\$544,494.44



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

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Mountain Iron City Council will hold a public hearing on Monday, November 7, 2016 at 6:30 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to seek vacation of the park designation on the following described parcel:

That part of the PARK in SOUTH GROVE ADDITION to the City of Mountain Iron according to the recorded plot thereof described as follows.

Beginning at the northeast corner of Lot 1 Block 12 of said SOUTH GROVE ADDITION; thence North 04 degrees 25 minutes 32 seconds West along the northerly extension of the east line of said Lot 1 for a distance of 203.29 feet to the north line of said PARK; thence South 85 degrees 57 minutes 38 seconds West along said north line for a distance of 765.52 feet to the northwest corner of said PARK; thence South 04 degrees 25 minutes 32 seconds East along the west line 208.45 feet to the southwest corner of said PARK; thence North 85 degrees 34 minutes 28 seconds East along the south line of said PARK 756.50 feet to the point of beginning.

The Council intends to subdivide the property, sell the lots for residential building lots and rezone the area to Urban Residential-Sewered (URS).

The public can present its opinions at the public hearing or by letter addressed to the City Administrator, 8586 Enterprise Drive South, Mountain Iron, Minnesota 55768.

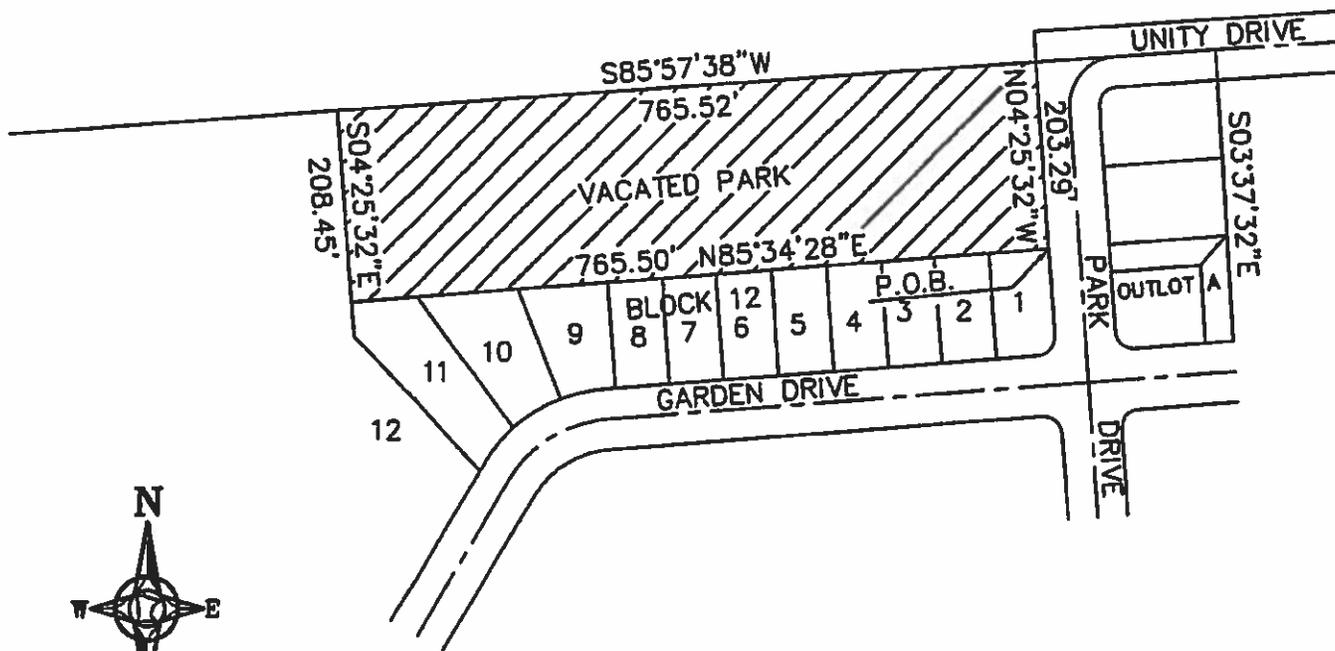
By Order of the City Council

Craig J. Wainio
City Administrator

DESCRIPTION EXHIBIT

That part of the PARK in SOUTH GROVE ADDITION to the City of Mountain Iron according to the recorded plat thereof described as follows.

Beginning at the northeast corner of Lot 1 Block 12 of said SOUTH GROVE ADDITION; thence North 04 degrees 25 minutes 32 seconds West along the northerly extension of the east line of said Lot 1 for a distance of 203.29 feet to the north line of said PARK; thence South 85 degrees 57 minutes 38 seconds West along said north line for a distance of 765.52 feet to the northwest corner of said PARK; thence South 04 degrees 25 minutes 32 seconds East along the west line 208.45 feet to the southwest corner of said PARK; thence North 85 degrees 34 minutes 28 seconds East along the south line of said PARK 756.50 feet to the point of beginning.



Benchmark
ENGINEERING, INC.

8878 Main Street Post Office Box 261
Mountain Iron, Minnesota 55761
Phone 218/735-8914

I hereby certify that this plan, specification or report was prepared by me or under my supervision and that I am a duly registered LAND SURVEYOR under the laws of the State of MINNESOTA

Rodney Lanning

Date: 9-16-16 Reg. No. 19797

City Council

09/29/2016



CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

P.O. Box 960 • 225 1st Street North, Suite 2400, Virginia, Minnesota 55792
218-749-4880 • FAX 218-749-8528

October 19, 2016

To the City Council and Management
City of Mountain Iron, Minnesota
Attn: Craig Wainio, Administrator
8586 Enterprise Drive South
Mountain Iron, MN 55768-8260

We are pleased to confirm our understanding of the services we are to provide City of Mountain Iron, Minnesota for the year ended December 31, 2016. We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Mountain Iron, Minnesota as of and for the year ended December 31, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI) such as management's discussion and analysis (MD&A), to supplement City of Mountain Iron, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Mountain Iron, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Schedule of revenues, expenditures and changes in fund balance – budget and actual.
3. Schedule of funding progress for postemployment benefit plan.
4. Schedules of City's proportionate share of net pension liability and City's contributions for defined benefit pension plans.
5. Schedule of City contributions.
6. Schedule of changes in net pension liability/asset.

We have also been engaged to report on supplementary information other than RSI that accompanies City of Mountain Iron, Minnesota's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the

financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Individual fund financial statements.
2. Schedule of sources and uses of public funds for tax increment financing districts.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of City of Mountain Iron, Minnesota and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City of Mountain Iron, Minnesota's financial statements. Our report will be addressed to the City Council and Management of the City of Mountain Iron, Minnesota. We will make reference to Esterbrooks, Scott, Signorelli, Peterson, Smithson, Ltd's audit of Mountain Manor Apartments, Mountain Iron Housing and Redevelopment Authority, a discretely presented component unit of the City of Mountain Iron, Minnesota in our report on your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, and that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Mountain Iron, Minnesota is subject to an audit requirement that is not encompassed

in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards. We will make reference to other auditors of the Mountain Manor Apartments, Mountain Iron Housing and Redevelopment Authority in the auditor's report on the group financial statements.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial

statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedure – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Mountain Iron, Minnesota's compliance with the provisions of applicable laws, regulations, contracts, agreements and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will assist in preparing the financial statements and related notes of City of Mountain Iron, Minnesota in conformity with U.S. generally accepted accounting principles based on information provided by you. We will also prepare the trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information into a working trial balance based on management's chart of accounts. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, related notes, and trial balance preparation services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also

responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objective discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information. With regard to using the auditor's report, you understand that you must obtain prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a

means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements and related notes, our preparation of the trial balance, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes, and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them and any other nonaudit services we provide. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to City of Mountain Iron, Minnesota; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Walker, Giroux and Hahne, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a governmental agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Walker, Giroux and Hahne, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the governmental agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately December 31, 2016 and to issue our reports no later than June 30, 2017. William Paulson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.), except that we

agree that our gross fee, including expenses, will not exceed \$24,500 for the City's Governmental Funds and \$11,000 for the Enterprise Funds with an additional fee of \$3,000 if a federal single audit is required. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2015 peer review report accompanies this letter.

We appreciate the opportunity to be of service to City of Mountain Iron, Minnesota and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the original of this letter and return it to us. A copy is enclosed for your records.

Very truly yours,

WALKER, GIROUX & HAHNE, LLC



William Paulson
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of City of Mountain Iron, Minnesota.

Management signature

Governance signature

Title

Title

Date

Date

**ABDO
EICK &
MEYERS** LLP

Certified Public Accountants & Consultants

October 16, 2015

System Review Report

To the Members of Walker, Giroux. & Hahne LLC
and the Peer Review Committee of the Minnesota Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Walker, Giroux. & Hahne LLC (the Firm) in effect for the year ended June 30, 2015. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Walker, Giroux. & Hahne LLC in effect for the year ended June 30, 2015 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Walker, Giroux. & Hahne LLC has received a peer review rating of pass.

Abdo, Eick & Meyers, LLP

ABDO EICK & MEYERS, LLP
Certified Public Accountants & Consultants

EXCERPT OF CITY COUNCIL MEETING OF NOVEMBER 7, 2016

It was moved by and seconded by that the liquor and cigarette license applications for the period January 1, 2017 through December 31, 2017, be approved and issued to the following individuals and business establishments pursuant to the approval, where necessary, of the Liquor Control Commission and pursuant to the payment of all outstanding license fees and utility charges:

Jeff & Greg Properties, Inc. DBA: B. G.'s Saloon 5494 Highway 7 Virginia (Mountain Iron), MN 55792	On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor Off-Sale 3.2 Malt Beverage
Silver Creek Liquor Company, Inc. DBA: Silver Creek Liquor 5489 Highway 7 Virginia (Mountain Iron), MN 55792	Off-Sale Intoxicating Liquor Cigarette
Commander American Legion Post #220 5748 Mountain Avenue, PO Box 361 Mountain Iron, MN 55768	Club On-Sale Intoxicating Liquor Off-Sale Non-Intoxicating Liquor
Mac's Bar, Inc. DBA: Mac's Bar 8881 Main Street, PO Box 313 Mountain Iron, MN 55768	Off-Sale Intoxicating Liquor On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor
F. P. Troutwine, C & B Warehouse Distr. Mountain Iron Short Stop 5537 Nichols Avenue Mountain Iron, MN 55768	Cigarette
Sundberg Enterprises, LLC DBA: Sawmill Saloon & Restaurant 5478 Mountain Iron Drive Virginia (Mountain Iron), MN 55792	Off-Sale Intoxicating Liquor On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor Cigarette
Adventures, Virginia, Inc. Greg Hartnett 5475 Mountain Iron Drive Virginia (Mountain Iron), MN 55792	Off-Sale Intoxicating Liquor On-Sale Intoxicating Liquor Sunday On-Sale Intoxicating Liquor
Walgreen Company 5474 Mountain Iron Drive Virginia (Mountain Iron), MN 55792	Cigarette
Keny J. Adams May December Endeavors Inc. DBA: Country Kitchen 5470 Mountain Iron Drive Virginia (Mountain Iron), MN 55792	Wine On-Sale 3.2 Malt Beverage
Home on the Range LLC DBA: Holiday Inn Express & Suites 8570 Rock Ridge Drive Mountain Iron, MN 55768	On-Sale 3.2 Malt Beverage Wine
WJ Holdings, Inc. DBA: AmericInn Lodge & Suites 5480 Mountain Iron Drive Virginia, MN 55792	On-Sale 3.2 Malt Beverage
Wal-Mart Stores, Inc. dba: Walmart #4849 8580 Rock Ridge Drive Mountain Iron MN 55768	Off-Sale Intoxicating Liquor Cigarette



BENCHMARK ENGINEERING, INC.

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

November 2, 2016

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

Re: Garden Drive South Improvements
City of Mountain Iron
Project No.: MI16-02

Dear Mr. Wainio;

Enclosed please find Pay Request No. 2 for the Garden Drive South project in the amount of **\$4,626.60**, for approval at your next scheduled City Council meeting. This pay request releases all of the retainage for this project.

Also, enclosed, please find Final Change Order No. 1. Change Order No. 1 reduces the contract amount the actual amount of work performed. This Change Order **decreases** the Contact Amount by **\$6,035.08**. Please approve Change Order No. 1 first, and then consider the final payment request. Please make the final payment contingent upon receiving the IC-134 forms from the Contractor. Please refer to the enclosed pay request breakdown for a summary of items completed.

If approved, please sign all three (3) copies of Change Order No. 1 and return two (2) copies to our office. One (1) copy is for your records.

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

Sincerely,
Benchmark Engineering, Inc.


Alan J. Johnson, P.E.
Project Engineer

Enclosure

Pc: Mr. Matt Jamnick, Mesabi Bituminous, Inc.

CHANGE ORDER

Order No. 1

Date: 11/2/16

NAME OF PROJECT/PROJECT NO: Garden Drive South Improvements

OWNER: City of Mountain Iron

CONTRACTOR: Mesabi Bituminous, Inc.
P.O. Box 728, Gilbert, MN 55741

ENGINEER: Benchmark Engineering, Inc.

Reason for Change Order:

This Change Order is to compensate the Contractor for work actually completed. The decrease in cost is due to the actual amount of materials and labor provided.

The following changes are hereby made to the CONTRACT DOCUMENTS:

The contract amount is decreased by **\$6,035.08**

Change to CONTRACT PRICE:

Original CONTRACT PRICE \$ 53,632.10

Current CONTRACT PRICE adjusted by previous CHANGE ORDERS \$ 53,632.10

The CONTRACT PRICE due to this CHANGE ORDER will be decreased by: \$ 6,035.08

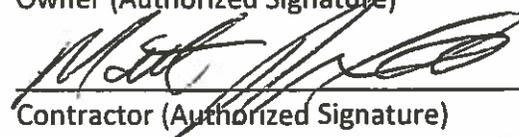
The new CONTRACT PRICE including this CHANGE ORDER will be: \$ 47,597.02

Recommended by: 
Engineer (Authorized Signature)

11/2/16
Date:

Approved by: _____
Owner (Authorized Signature)

Date:

Accepted by: 
Contractor (Authorized Signature)

11/2/16
Date:

RECOMMENDATION OF PAYMENT

No. 2

Owner's Project No.: _____

Engineer's Project No.: MI16-02

Project: Garden Drive South Improvements

CONTRACTOR: Mesabi Bituminous, Inc., P.O. Box 728, Gilbert, MN 55741

For Period Ending: September 28, 2016

To: City of Mountain Iron
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The application meets the requirements of the Contract Documents for the payment or work completed as of the date of this Application.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

BENCHMARK ENGINEERING, INC.

Dated November 2 2016

By 

STATEMENT OF WORK

Original Contract Price	\$ <u>53,632.10</u>	Work & Materials to Date	\$ <u>47,597.02</u>
Net Change Orders	\$ <u>-6,035.08</u>	Amount Retained (5%)	\$ <u>0.00</u>
Current Contract Price	\$ <u>47,597.02</u>	Subtotal	\$ <u>47,597.02</u>
		Previous Payments	\$ <u>42,970.42</u>
		Amount Due this Payment	\$ <u>4,626.60</u>



November 2, 2016

PAY REQUEST 2
GARDEN DRIVE SOUTH FROM FAIRVIEW TO ARBOR LANE STREET IMPROVEMENTS
MOUNTAIN IRON, MINNESOTA
PROJECT NO: MI16-02

MESABI BITUMINOUS, INC						
SPEC. NO.	ITEM	UNITS	PROJECT QUANTITIES	UNIT COST	COMPLETED TO DATE	TOTAL AMOUNT
2021.601	MOBILIZATION	LUMP SUM	1	\$ 3,200.00	\$ 1.00	\$ 3,200.00
2104.501	REMOVE CURB & GUTTER	LIN. FT.	50	\$ 10.00	\$ 112.00	\$ 1,120.00
2232.501	MILL BITUMINOUS SURFACE	SQ. YD.	3,106	\$ 2.85	\$ 3,106.00	\$ 8,852.10
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (B)	TON	430	\$ 58.00	\$ 474.74	\$ 27,534.92
2360.503	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (B)	TON	215	\$ 56.00		
2504.602	ADJUST VALVE - WATER	EACH	2	\$ 50.00	\$ 2.00	\$ 100.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	5	\$ 200.00	\$ 5.00	\$ 1,000.00
2351.501	CONCRETE CURB & GUTTER DES. 8618	LIN. FT.	50	\$ 45.00	\$ 112.00	\$ 5,040.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 750.00	\$ 1.00	\$ 750.00

COMPLETED TO DATE: \$47,597.02
 RETAINAGE (5%): \$ -
 SUBTOTAL: \$47,597.02
 PREVIOUS PAYMENTS: \$ 42,970.42
 TOTAL DUE: \$4,626.60

BENCHMARK ENGINEERING, INC.



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email: info@bm-eng.com

October 26, 2016

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

Re: Woodland Estates Residential Development Phase 1
City of Mountain Iron
Project No.: MEDA15-02

Dear Mr. Wainio;

Enclosed please find Pay Request No. 2 for Woodland Estates Residential Development Phase 1 project in the amount of **\$188,860.24**, 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.


Alan J. Johnson, P.E.
Project Engineer

Enclosure

Pc: Mr. Matt Jamnick, Mesabi Bituminous, Inc.

RECOMMENDATION OF PAYMENT

No. 2

Owner's Project No.: _____

Engineer's Project No.: MEDA15-02

Project: Woodland Estates Residential Development Phase 1

CONTRACTOR: Mesabi Bituminous, Inc., P.O. Box 728, Gilbert, MN 55741

For Period Ending: October 26, 2016

To: City of Mountain Iron
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The application meets the requirements of the Contract Documents for the payment or work completed as of the date of this Application.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

BENCHMARK ENGINEERING, INC.

Dated October 26, 2016

By  _____

STATEMENT OF WORK

Original Contract Price	\$ <u>723,876.75</u>	Work & Materials to Date	\$ <u>426,348.72</u>
Net Change Orders	\$ _____	Amount Retained (5%)	\$ <u>21,317.44</u>
Current Contract Price	\$ <u>723,876.75</u>	Subtotal	\$ <u>405,031.28</u>
		Previous Payments	\$ <u>216,171.05</u>
		Amount Due this Payment	\$ <u>188,860.24</u>



Pay Request No. 2
 WOODLAND ESTATES RESIDENTIAL DEVELOPMENT PHASE 1
 CITY OF MOUNTAIN IRON, MINNESOTA
 PROJECT NO: MEDA15-02

DATE: 10/26/2016

CONTRACTOR: MESABI BITUMINOUS, INC.

SPEC. NO.	ITEM	UNITS	EST. QUANTS	UNIT COST	QUANTITY THIS PERIOD	QUANTITY TO DATE	TOTAL AMOUNT
2023.5	MOBILIZATION	LUMP SUM	1.0	\$57,500.00	0.25	0.50	\$28,750.00
2101.511	GRUBBING	LUMP SUM	1.0	\$8,400.00		1.00	\$8,400.00
2104.5	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	215.0	\$9.00		33.33	\$99.99
2104.5	LAWNING BITUMINOUS PAVEMENT - FULL DEPTH	LINE FT.	300.0	\$2.50		60.00	\$150.00
2105.5	COMMON EXCAVATION	CU. YD.	6406.0	\$7.90	5548.00	5548.00	\$43,828.20
2105.5	ROCK EXCAVATION	CU. YD.	154.0	\$30.00		0.00	\$0.00
2105.5	GRANULAR BORROW (CV)	CU. YD.	1250.0	\$10.75		0.00	\$0.00
2105.5	SELECT GRANULAR BORROW (CV)	CU. YD.	1829.0	\$10.75	811.00	811.00	\$6,718.25
2105.5	TOPSOIL BORROW (RV)	CU. YD.	1633.0	\$9.00	0.50	0.50	\$4.50
2105.6	GEOTEXTILE FABRIC TYPE V	SQ. YD.	5488.0	\$1.25	2766.00	2766.00	\$3,457.50
2211.5	AGG. BASE CL. 5 (CV)	CU. YD.	1363.0	\$18.00	75.00	75.00	\$1,350.00
2360.5	TYPE 9.5 WEARING COURSE MIXTURE (2.8)	TON	760.0	\$55.00	24.80	24.80	\$1,364.00
2360.5	TYPE 12.5 NON WEARING COURSE MIXTURE (2.8)	TON	445.0	\$52.00	57.90	57.90	\$3,010.80
2360.5	TYPE 12.5 NON WEARING COURSE MIXTURE (2.8) FINE	TON	161.0	\$60.00		0.00	\$0.00
2451.5	COURSE AGG. FETER ROCK (CV)	CU. YD.	100.0	\$25.00		0.00	\$0.00
2501.5	12" RC PIPE APRON	EACH	3.0	\$500.00	5.00	5.00	\$2,500.00
2501.5	15" RC PIPE APRON	EACH	2.0	\$525.00	2.00	2.00	\$1,050.00
2501.5	18" RC PIPE APRON	EACH	1.0	\$700.00	1.00	1.00	\$700.00
2502.1	4" PRECAST CONCRETE HEADWALL	EACH	2.0	\$200.00		0.00	\$0.00
2502.1	4" INFORMATION P.L. PIPE DRAIN	LINE FT.	2717.0	\$5.50	1475.00	1475.00	\$8,112.50
2503.5	4" PVC PIPE SEWER (LOT SERVICE) SDN. 15	LINE FT.	442.0	\$30.00		457.00	\$13,710.00
2503.5	6" PVC PIPE SEWER SDN. 15	LINE FT.	1490.0	\$39.00		1299.69	\$50,687.91
2503.5	12" RC PIPE SEWER DES. 3006	LINE FT.	287.0	\$40.00	201.00	201.00	\$8,040.00
2503.5	15" RC PIPE SEWER DES. 3006	LINE FT.	278.0	\$43.00	113.00	113.00	\$4,859.00
2503.5	18" RC PIPE SEWER DES. 3006	LINE FT.	10.0	\$80.00	10.00	10.00	\$800.00
2503.6	8" x 4" PVC WYE	EACH	15.0	\$100.00		16.00	\$1,600.00
2503.6	CONNECT TO EXISTING MANHOLES (MAN.)	EACH	1.0	\$500.00		1.00	\$500.00
2503.6	4" HDPE FORCEMAIN SDN 17	LINE FT.	995.0	\$25.00		595.00	\$14,875.00
2503.6	TRACER WIRE ACCESS BOX	EACH	15.0	\$50.00		17.00	\$850.00
2503.6	DIRECTIONALLY DRILL 8" HDPE SEWER SDN 17	LINE FT.	70.0	\$172.00		90.00	\$12,060.00
2504.6	HYDRANT	EACH	3.0	\$4,000.00	2.00	3.00	\$12,000.00
2504.6	8" GATE VALVE & BOX	EACH	2.0	\$1,700.00	2.00	3.00	\$5,100.00
2504.6	8" GATE VALVE & BOX	EACH	4.0	\$2,000.00	3.00	4.00	\$8,000.00
2504.6	75" CORPORATION STOP	EACH	11.0	\$200.00	7.00	15.00	\$3,000.00
2504.6	75" CURB STOP & BOX	EACH	11.0	\$250.00	7.00	15.00	\$3,750.00
2504.6	75" TYPE K COPPER PIPE	LINE FT.	462.0	\$25.00	318.00	482.00	\$12,050.00
2504.6	CONNECT TO EXISTING WATERMAIN	EACH	1.0	\$1,000.00		1.00	\$1,000.00
2504.6	8" WATER MAIN DI CL. 53	LINE FT.	26.0	\$50.00	5.00	10.00	\$500.00
2504.6	8" HDPE WATERMAIN	LINE FT.	1337.0	\$19.00	540.00	1341.83	\$25,491.87
2504.6	3" HDPE MECHANICAL JOINT ADAPTER	EACH	16.0	\$160.00	11.00	16.00	\$2,560.00
2504.6	DUCTILE IRON FITTINGS	POUND	1660.0	\$4.00	122.00	240.00	\$960.00
2504.6	4" POLYSTYRENE INSULATION	SQ. YD.	360.0	\$30.00	3.60	7.20	\$216.00
2506.5	CONST. DRAINAGE STRUCTURE DES. G (MOD)	LINE FT.	19.8	\$200.00	3.63	3.63	\$726.00
2506.5	CONST DRAINAGE STRUCTURE DES 64-4020	LINE FT.	11.5	\$250.00	4.29	4.29	\$1,072.50
2506.5	CONST DRAINAGE STRUCTURE DES 60-4020	LINE FT.	4.8	\$550.00	4.80	4.80	\$2,640.00
2506.5	CONST DRAINAGE STRUCTURE DES 4007	LINE FT.	106.0	\$250.00		106.00	\$26,500.00
2506.5	CASTING ASSEMBLY	EACH	17.0	\$650.00	17.00	17.00	\$11,050.00
2506.6	AIR RELEASE MANHOLE	EACH	3.0	\$15,000.00		0.50	\$7,500.00
2506.6	CONSTRUCT LIFT STATION	EACH	1.0	\$70,000.00	0.94	0.97	\$68,000.00
2506.6	CONSTRUCT POND OUTLET STRUCTURE	EACH	1.0	\$4,000.00	1.00	1.00	\$4,000.00
2506.6	CONSTRUCT STORM WATER POND	LUMP SUM	1.0	\$6,000.00	1.00	1.00	\$6,000.00
2511.5	RANDOM ASPHALT CLASS B	CU. YD.	26.4	\$30.00		0.00	\$0.00
2511.5	CONCRETE CURB & GUTTER, D616 (MOD)	LINE FT.	2524.0	\$13.65		0.00	\$0.00
2511.5	CONCRETE CURB & GUTTER, D612 (MOD)	LINE FT.	70.0	\$19.00		0.00	\$0.00
2511.5	J CONCRETE FLARE	LINE FT.	11.0	\$63.00		0.00	\$0.00
2511.6	2" x 6" STEEL GATE	EACH	1.0	\$850.00		0.00	\$0.00
2511.6	TRUNCATED DOMES	SQ. FT.	77.0	\$40.00		0.00	\$0.00
2561.6	TRAFFIC CONTROL	LUMP SUM	1.0	\$4,000.00		0.50	\$2,000.00
2573.5	SILT FENCE, PREASSEMBLED, INCLUDING MAINTENANCE	LINE FT.	2350.0	\$2.75		2350.00	\$6,462.50
2573.5	STORM DRAIN INLET/OUTLET PROTECTION	EACH	5.0	\$2.60		0.00	\$0.00
2575.5	SODDING TYPY LAWN	SQ. YD.	1300.0	\$6.50		0.00	\$0.00
2575.5	SWAP ESTABLISHMENT	LUMP SUM	1.0	\$1,300.00		0.00	\$0.00
2575.6	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1.0	\$750.00	1.00	1.00	\$750.00
2575.6	CONSTRUCT SEDIMENT BASIN	EACH	1.0	\$1,500.00		0.00	\$0.00
2575.5	EROSION CONTROL BLANKET, TYPE 2	SQ. YD.	2100.0	\$1.20		0.00	\$0.00

BASE BID: \$723,876.75

COMPLETED TO DATE: \$426,348.72

LESS RETAINAGE: -\$21,317.44

SUBTOTAL PAY REQUEST #2: \$405,031.28

LESS PREVIOUS PAYMENTS: -\$216,171.05

TOTAL PAY REQUEST #1: \$188,860.24

HELP WANTED:

The City of Mountain Iron is accepting applications for seasonal/part-time rink attendants in the Recreation Department.

You must be 16 years of age or older to apply.

Starting wage is \$10.00 per hour.

Applications are available at the Mountain Iron City Hall,
8586 Enterprise Drive South, Mountain Iron MN 55768
or online at www.mtniron.com. EOE.

Deadline for applications is 3:00 p.m.
on Friday, December 2, 2016.

CITY OF MOUNTAIN IRON

INTERNAL POSTING

FIRE CAPTAIN TRUCK INSPECTION OFFICER

The City of Mountain Iron is accepting applications for the position of Fire Captain Truck Inspection Officer. This position reports to the Assistant Fire Chief.

Responsibilities for this position are described in the Fire Captain's Truck Inspection Officer Position Analysis.

Applications will be accepted until 4:00 p.m., November 15, 2016. Submit applications to Craig J. Wainio, City Administrator.

CITY OF MOUNTAIN IRON

INTERNAL POSTING

FIRE CAPTAIN SAFETY OFFICER

The City of Mountain Iron is accepting applications for the position of Fire Captain Safety Officer. This position reports to the Assistant Fire Chief.

Responsibilities for this position are described in the Fire Captain's Safety Officer Position Analysis.

Applications will be accepted until 4:00 p.m., November 15, 2016. Submit applications to Craig J. Wainio, City Administrator.

CITY OF MOUNTAIN IRON

INTERNAL POSTING

ASSISTANT EMS DIRECTOR

The City of Mountain Iron is accepting applications for the position of Assistant EMS Director. This position reports to the Fire Chief.

Responsibilities for this position are described in the Assistant EMS Director Position Analysis.

Applications will be accepted until 4:00 p.m., November 15, 2016. Submit applications to Craig J. Wainio, City Administrator.

MOUNTAIN IRON FIRE DEPARTMENT FITNESS REIMBURSEMENT POLICY

Policy Number 2016-04

Adopted: November 7, 2016

The City of Mountain Iron will purchase individual Anytime Fitness Passes for each Firefighter who signs this contract. In order to qualify for the City paid fitness plan, each Firefighter must for keep their required call/training volume for each month and workout a minimum of 8 times per month at Anytime Fitness. If a Firefighter fails to meet these criteria then that Firefighter is required to reimburse the City for that months Anytime Fitness payment. The City of Mountain Iron will bill that Firefighter for the payment. This contract is a 12 month membership. If the Firefighter wishes to terminate the membership before the 12 months up, that Firefighter is responsible for the balance of the monthly payments.

Upon notification to the City of a valid medical reason not to participate in the program or a firefighter relocates out of the area, the firefighter shall not be responsible for any future monthly payments. Final determination shall be made by the City Administrator.

Firefighter Sign and Date

Witness Sign and Date

City Sign and Date

Between:

Anytime Fitness | Club # 1941

(Hereby referred to as "Anytime Fitness")
5482 Mt Iron Dr
Virginia, MN 55792

-and-

City of Mountain Iron, Fire Department

(Hereby referred to as "Organization")
8586 Enterprise Dr S
Mountain Iron, MN 55768

Effective beginning November 1, 2016

through November 1, 2017

Section 1

In accordance with its employee wellness program and on behalf of participating clubs*, Anytime Fitness hereby agrees to provide Organization employees the following partnership benefits:

1. Zero standard enrollment fees and a one-time \$39.00 key purchase by Organization.**
2. Free 7-day guest passes will be offered to persons who bring proof of their employment to Anytime Fitness. Limit one pass per person per month.
3. Anytime Fitness agrees to the employee rate of \$32.00 plus tax per month for 12 months, providing there are a minimum of 11 employees enrolled in the club. This is for all current and future employees within the Organization.
4. Monitoring of employee usage at the club, although not responsible for lack of use and repercussions regarding lack of use.
5. Membership reciprocity—anyone who joins one particular Anytime Fitness location may use any other Anytime Fitness club at no additional cost. However, members are required to visit their "home club" more frequently than any other club.
6. Employees who elect to utilize tanning facilities will receive 75% off the standard rate for unlimited tanning but are solely responsible for payment outside of the organization.

**Each Anytime Fitness club is individually owned and operated and therefore can choose to participate in wellness partnerships. Anytime Fitness, LLC, will encourage all Anytime Fitness clubs to honor the offer communicated in this agreement, and Anytime Fitness, LLC, anticipates the vast majority of Anytime Fitness Clubs will, indeed, participate.*

***Each Anytime Fitness club is individually owned and operated and therefore can set its own fees within minimum and maximum guidelines.*

****Offer extends to new memberships only. Renewals and rewrites are subject to franchise owner/operators consideration and approval*

Section 2

By entering this agreement, Organization officially recognizes Anytime Fitness as a partner, which authorizes Anytime Fitness club management to collaborate and communicate with local management of Organization. In exchange for the above considerations, Organization hereby agrees to communicate the basic terms of this agreement to its employees through the following means:

- Distribution of supporting materials (e.g. flyers, guest passes, etc.)**
 - Break rooms
 - Staff meetings

New employee orientation

Organization hereby agrees to send its official logo in an electronic file, including graphic guidelines to be used for the limited purpose of promoting the partnership agreement with employees and with Anytime Fitness club management. Likewise, Anytime Fitness will share its logo with company for the sole purpose of promoting and communicating the partnership.

Section 3

Sunset clause: Anytime Fitness fully intends to continue offering the terms of this agreement to Organization employees for the foreseeable future. However, Anytime Fitness reserves the right to rescind this agreement at any time after END DATE with 30 days' notice.

I, the Organization, hereby agree to accept and abide by the terms of this employee wellness agreement and accept full financial responsibility. I understand that this membership agreement is for a term of twelve months and will continue thereafter on a month-to-month basis unless revised or cancelled by the organization with 30 days advanced written notice.

_____ **Organization Representative Initials**

This is the entirety of the agreement regarding Anytime Fitness' offer to Organization and its members.

On behalf of Anytime Fitness

On behalf of Organization

Name

Name

Title

Title

Signature

Signature

Date

Date



www.anytimefitness.com

5482 Mt Iron Dr, Virginia, MN 55792
 Phone 218.749.8000
 virginia@anytimefitness.com
 Anytime Fitness

TO Julie Banker
 952-838-2000
 Fax:9528382000

INVOICE

INVOICE # 1
 DATE: SEPTEMBER 26, 2016

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
KATY	Manager				Due on receipt	03/25/15

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
16		Anytime Fitness - 12 month Corporate membership First month and key	71		1136.00
				TOTAL DISCOUNT	
				SUBTOTAL	1136.00
				SALES TAX	83.78
				TOTAL	1219.78

Make all checks payable to Anytime Fitness Thank you for your business!



INVOICE

www.anytimefitness.com

INVOICE # 1
DATE: SEPTEMBER 26, 2016

5482 Mt Iron Dr, Virginia, MN 55792
Phone 218.749.8000
virginia@anytimefitness.com
Anytime Fitness

TO Julie Banker
952-838-2000
Fax:9528382000

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
KATY	Manager				Due on receipt	03/25/15

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL	
16		Anytime Fitness - 12 month Corporate membership	423.00		6,768.00	
				TOTAL DISCOUNT		
					SUBTOTAL	6,768.00
					SALES TAX	499.14
					TOTAL	7267.14



5525 Emerald Avenue · Mountain Iron, MN 55768
Phone: 218.780.8877 · Email: SGiorgi@ramsmn.org

October 28, 2016

Commissioner John Linc Stine
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

Re: Engineering Feasibility and Cost Analysis for Municipal Wastewater
Treatment for Sulfate

Commissioner Stine:

It was a pleasure to meet you on Tuesday and to hear the presentation provided by your staff for the Advisory Panel members on the proposed new wild rice/sulfate standards. Having the privilege of being able to comment on this issue at the meeting on behalf of RAMS – Range Association of Municipalities and Schools, you have heard my concerns on the proposed standard. Attached you will find a resolution from the RAMS board of directors who are representatives of our public sector membership units across the TAA (Taconite Assistance Area).

The concerns of the board are the same as those I expressed at the meeting this past Tuesday. (1) The need to schedule rules making sessions in greater Minnesota so that our residents, local community leaders and business owners, can participate in the process. (2) The true need to adjust the timing of the release of the cost analysis and process analysis options to the public, prior to the public hearings on the proposed standards. Providing that information is critical to formulate sincere and honest reactions to the implementation of the proposed standards for the fee-payers, municipal wastewater treatment operators, and community and business leaders who will have to deal with the associated expenses to the treatment of sulfate.

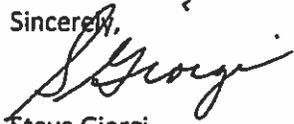
A specific question raised by the board has to do with the proposed sediment sampling process. If compliance to the standard is going to be determined over an annual basis, one has to assume that sediment sampling will have to occur year round. If this is true, how will municipalities or business be able to collect said sediment samples under frozen water conditions which occur in many cases with the tributaries of the effluent? A second question is, can you confirm or refute that there is currently only one testing facility for sulfate in North America? If this is true, it will obviously lead to a lack of

“One Range...One Voice”

competitive pricing for this process and be an additional burden put on the fee-payers and municipal officials.

If your agency agrees to hold meetings in rural Minnesota, RAMS is more than willing to assist or host such an event on the Iron Range. Thank you for your time and consideration of our concerns on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Giorgi". The signature is written in a cursive style with a prominent initial "S" and a trailing flourish.

Steve Giorgi

Executive Director/RAMS

sgiorgi@ramsmn.org

218-780-8877

Craig Wainio

From: Steve Giorgi <SGiorgi@ramsmn.org>
Sent: Friday, October 28, 2016 12:02 PM
To: Andrea Zupancich (andrea@zupnorth.com); Ben DeNucci; Bob Vlaisavljecich (bobv@email.com); Chuck Novak (mayorchucknovak@ely.mn.us); City Of Buhl (buhladmin@accessmn.com); City of Keewatin (billking@mchsi.com); City of Taconite (taconite@mchsi.com); Craig Wainio; Daidre Breen (marblecity@mchsi.com); Dale Adams (mayoradams@cityofgrandrapidsmn.com); Heath Knapper Smith ; Jerry Farley; Jim Hagen (jimh@cityofcoleraine.com); Jim Weikum (jimweikum@gmail.com); Joanna Lattery; John Tuorila; Josh Carlson (josh@cityoftower.com); Kim Zinski City of Aurora (kim@ci.aurora.mn.us); Larry Cuffe (cuffel@virginiamn.us); Mayor Mary Hess (mhess321@yahoo.com); Michael Bibich (boveycity@hotmail.com); Michael Jugovich (mayorjugovich@yahoo.com); Mike Fall (mayor@paulbunyan.net); mkskelton@frontiernet.net; Randy Bolen (rkbolenjr@mchsi.com); rcannata@ci.hibbing.mn.us; Rob Kutsi (robkutsi@gilbertmn.org); shari swanson; City of Babbitt; City of Calumet; City of Chisholm; City of Coleraine; City of Ely; City of Eveleth; City of Gilbert; City of Hibbing; City of Hoyt Lakes; City of LaPrairie; City of Nashwauk; City of Silver Bay; City of Tower; City of Two Harbors; City of Virginia; cseppala@ci.hibbing.mn.us; David Pace (dpace@isd316.org); Fall Lake Township; Grand Rapids; Harold Langowski; ISD 1 - Aitkin; ISD 182 - Crosby; ISD 2142 - St Louis County; ISD 2154 - Eveleth/Gilberg; ISD 2711 - Mesabi East; ISD 318 - Grand Rapids; ISD 319 - Nashwauk/Keewatin; ISD 319-Nashwauk/Keewatin; ISD 381 - Lake Superior; ISD 695 - Chisholm; ISD 696 - Ely; ISD 701 - Hibbing; ISD 706 - Virginia; ISD 712 Mt Iron/Buhl; Joe Schmitt; Schroeder Township; Town of Clinton; Town of Great Scott; Town of McDavitt; Town of Morse; Town of Nashwauk; Town of White; William Crandall (bcrandall@isd166.org)
Subject: Resolution on Wild Rice Sulfate Standard
Attachments: 2016 Memo to Commissioner Stine MPCA 102816.pdf; 2016 Wild Rice Sulfate Standard Resolution 102816.pdf

Mayors and RAMS member units:

Please read and share the attached correspondence and resolution passed by the RAMS board of directors on the issue of the proposed wild rice sulfate standard being proposed by the MPCA. This rule is set to go into effect on January 15, 2018 which may directly impact your municipal wastewater plant and all of your residents with significant increases in costs for said treatment of sulfate.

I strongly encourage your council to consider passing a resolution similar to ours ASAP! If you need more information, I am more than willing to meet with you and discuss further. If you do pass a resolution, please email me a copy and I will make certain it gets to the right people.

Steve Giorgi
Executive Director
RAMS
SGiorgi@ramsmn.org
218-780-8877



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 44-16

WILD RICE/SULFATE STANDARDS

WHEREAS, the Minnesota Legislature passed legislation in 2011, directing the Minnesota Pollution Control Agency (MPCA) to undertake a study to determine the appropriate wild rice sulfate standard and to establish a wild rice advisory panel, and

WHEREAS, the legislation also set forth a time frame and date for enactment of the new wild rice standard, said date being January 15, 2018, and

WHEREAS, prior to the enactment and implementation of any new standards the Minnesota Administrative Procedures Act requires the MPCA to put forth a "reasonable effort" to provide an analysis of the costs of proposed regulations to municipalities and the state, thus enabling an "informed public" to comment during the rulemaking process and included as an attachment to the SONAR as required, and

WHEREAS, the MPCA determined that it was necessary and appropriate to issue a formal request for proposal (RFP) for an independent analysis of multiple treatment options for municipal wastewater treatment plants (WWTP) as well as to provide a cost analysis for the treatment of sulfate, and

WHEREAS, the formal RFP allowed for a completion date of May 31, 2018, for this analysis of treatment options and the economic assessment for the WWTPs, as well as to fee-payers and communities and that date is five months after the effective date of the newly proposed sulfate standards,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the City of Mountain Iron respectfully, but urgently requests that the MPCA take immediate action to remedy this situation that is nonsensical and will limit open and honest discussion of the proposed wild rice standard rules in public hearings that are set to begin in the spring of 2017, and

BE FURTHER RESOLVED, that the City of Mountain Iron also requests on behalf of greater Minnesota residents in the Taconite Assistance Area, as well as all of Minnesota, the MPCA shall schedule public hearing sessions in locations across greater Minnesota, not just in St. Paul, to assure attendance by rural residents and local elected officials as the vast majority of communities that may be impacted by the new standard are likely to be located in greater Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 7th DAY OF NOVEMBER, 2016.

Mayor Gary Skalko

ATTEST:

City Administrator



CITY OF MOUNTAIN IRON

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8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

RESOLUTION NUMBER 45-16

VACATING A PARK DESIGNATION

WHEREAS, the City Council previously passed Resolution Number 41-16 noting its interest in vacating a park designation legally described as:

That part of the PARK in SOUTH GROVE ADDITION to the City of Mountain Iron according to the recorded plot thereof described as follows.

Beginning at the northeast corner of Lot 1 Block 12 of said SOUTH GROVE ADDITION; thence North 04 degrees 25 minutes 32 seconds West along the northerly extension of the east line of said Lot 1 for a distance of 203.29 feet to the north line of said PARK; thence South 85 degrees 57 minutes 38 seconds West along said north line for a distance of 765.52 feet to the northwest corner of said PARK; thence South 04 degrees 25 minutes 32 seconds East along the west line 208.45 feet to the southwest corner of said PARK; thence North 85 degrees 34 minutes 28 seconds East along the south line of said PARK 756.50 feet to the point of beginning.

and setting a public hearing to consider the vacation of such designation; and

WHEREAS, a public hearing to consider the vacation of such street was held on the 7th day of November, 2016, before the City Council in the City Hall located at 8586 Enterprise Drive North, Mountain Iron, Minnesota, at 6:30pm after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Administrator on the 10th day of October, 2016 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the property vacated, reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because it has never been used as a park and there is no foreseeable use for the park designation in or Comprehensive Plan.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, COUNTY OF SAINT LOUIS MINNESOTA, that such vacation is hereby granted and the park designation described as follows is hereby vacated:

That part of the PARK in SOUTH GROVE ADDITION to the City of Mountain Iron according to the recorded plot thereof described as follows.

Beginning at the northeast corner of Lot 1 Block 12 of said SOUTH GROVE ADDITION; thence North 04 degrees 25 minutes 32 seconds West along the northerly extension of the east line of said Lot 1 for a distance of 203.29 feet to the north line of said PARK; thence South 85 degrees 57 minutes 38 seconds West along said north line for a distance of 765.52 feet to the northwest corner of said PARK; thence South 04 degrees 25 minutes 32 seconds East along the west line 208.45 feet to the southwest corner of said PARK; thence North 85 degrees 34 minutes 28 seconds East along the south line of said PARK 756.50 feet to the point of beginning.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

DULY ADOPTED BY THE CITY COUNCIL THIS 7th DAY OF NOVEMBER, 2016.

Mayor Gary Skalko

ATTEST:

City Administrator



Mt. Iron · Virginia, Minnesota

5478 Mountain Iron Dr. Virginia, MN 55792

Phone: 218-741-8681. Fax: 218-741-3027. Email: info@sawmillsaloonrestaurant.com

Oct. 11, 2016

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

City of Mountain Iron,

Sundberg Enterprises, LLC dba The Sawmill Saloon and Restaurant is requesting permission to serve alcohol at an upcoming event. The event is scheduled for Nov. 26, 2016. This event is being held at the Mountain Iron Community Center.

Copies of our liquor liability insurance and our catering permit are on file with the City Offices.

Any questions, I can be reached at 218.741.8681 or 218.391.3147.

Thank you,

Chad Nesselroad, Banquet Manager
Alissa Horan
Owner, Sundberg Enterprises, LLC



Mt. Iron · Virginia, Minnesota

5478 Mountain Iron Dr. Virginia, MN 55792

Phone: 218-741-8681. Fax: 218-741-3027. Email: info@sawmillsaloonrestaurant.com

Oct. 25, 2016

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

City of Mountain Iron,

Sundberg Enterprises, LLC dba The Sawmill Saloon and Restaurant is requesting permission to serve alcohol and food at the following upcoming events. The events are scheduled for Nov. 15, 2016 (Flavor of Mt Iron) and January 19, 2017. The events are being held at the Mountain Iron Community Center.

Copies of our liquor liability insurance and our catering permit are on file with the City Offices.

Any questions, I can be reached at 218.741.8681 or 218.391.3147.

Thank you,

Alissa Horan
Owner, Sundberg Enterprises, LLC