

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
WEDNESDAY, JANUARY 21, 2009 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the January 5, 2009, Regular Meeting (#1-10)
  - B. Communications (#45-49)
  - C. Receipts
  - D. Bills and Payroll
- III. Public Forum
- IV. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
    - 1. Non-Audit Services (#11-12)
  - C. Director of Public Works Report
    - 1. Garbage Truck Replacement (#13)
  - D. City Attorney's Report
    - 1. Minimum Housing Standards (#14)
  - E. Sheriff's Department Report
  - F. City Engineer's Report
    - 1. Change Order Number 1 – 2006 Street Improvements (#15)
    - 2. Final Pay Request – 2006 Street Improvements (#16-18)
  - G. Planning and Zoning Commission
    - 1. Variance – Regal Properties (#21-23)
    - 2. Variance – Regal Properties (#24-26)
  - H. Utility Advisory Board
    - 1. Unity Drive Street Lighting (#27)
    - 2. Solid Waste Service Fee Policy (#28-29)
  - I. Personnel Committee
    - 1. Notice of Intent to AFSCME Local 453 (#30-31)
    - 2. Appointment of Negotiation Committee (#32)
    - 3. Lineman's Position (#33-35)
  - J. Liaison Reports
- V. Unfinished Business
  - A. Mineland Reclamation and Restoration (#36-38)
- VI. New Business
  - A. Pay request Number 1 – Mountain Manor Remodel (#39-41)
  - B. 101 West Postal Delivery (#42)
  - C. Communications (#45-49)
  - D. Closed Meeting – Consider Strategies for Labor Negotiations (#43)
  - E. Consideration of a Labor Consultant (#44)
- VII. Announcements
- VIII. Adjourn

# Denotes page number in packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
JANUARY 5, 2009

Mayor Skalko called the City Council meeting to order at 6:31 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Alan Stanaway, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Anderson, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; and Rod Flannigan, City Engineer.

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

1. Delete the following item from the agenda:
  - VI. E. Downtown and Ann's Acres Rinks
2. Approve the minutes of the December 15, 2008, regular meeting as submitted.
3. That the communications be accepted, placed on file, and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period December 16-31, 2008, totaling \$516,006.91, (a list is attached and made a part of these minutes).

The motion carried.

It was moved by Prebeg and seconded by Zupancich to approve the following consent agenda item:

5. To authorize the payments of the bills and payroll for the period December 16-31, 2008, totaling \$491,659.61, (a list is attached and made a part of these minutes).

The motion carried on the following roll call vote: Prebeg, yes; Zupancich, yes; Stanaway, yes; Roskoski, no; and Skalko, yes.

It was moved by Roskoski and seconded by Stanaway to appoint Tony Zupancich as Deputy Mayor for 2009. The motion carried with Zupancich abstaining.

It was moved by Zupancich and seconded by Prebeg to appoint Sam Aluni, the Trenti Law Firm, as the City Attorney for 2009. The motion carried.

It was moved by Prebeg and seconded by Roskoski to appoint Rod Flannigan, Benchmark Engineering, as the City Engineer for 2009. The motion carried.

It was moved by Prebeg and seconded by Stanaway to appoint the Mesabi Daily News as the official newspaper for the City of Mountain Iron for 2009. The motion carried.

It was moved by Stanaway and seconded by Zupancich to set the regular meetings for the first and third Mondays at 6:30 p.m. for 2009. The motion carried.

It was moved by Prebeg and seconded by Stanaway to designate the City's official depositories as the American Bank, Queen City Federal, Wells Fargo Bank, US Bank, Twin City Federal, League of Minnesota Cities 4M Fund, Miller Johnson Steichen Kinnard, Inc., Smith Barney, Inc., Northland Securities, First National Bank of Buhl, and Federal Home Loan Bank, for 2009. The motion carried.

It was moved by Skalko and seconded by Roskoski to re-appoint Ray Saari, Joe Piersig and Margaret Soyring to serve on the Planning and Zoning Commission with their terms expiring on December 31, 2011. The motion carried.

It was moved by Skalko and seconded by Zupancich to re-appoint Joe Matanich and Sue Tuomela to the Utility Advisory Board with their terms expiring on December 31, 2011. The motion carried.

It was moved by Skalko and seconded by Prebeg to re-appoint Jerry Kujala and Dennis Benz to the Park and Recreation Board with their terms expiring on December 31, 2011. The motion carried.

It was moved by Skalko and seconded by Zupancich to re-appoint Alan Stanaway to the Economic Development Authority with his term expiring on December 31, 2014. The motion carried with Councilor Roskoski voting no and Stanaway abstaining.

It was moved by Skalko and seconded by Zupancich to re-appoint Alan Stanaway to the Library Board with his term expiring on December 31, 2011. The motion carried with Stanaway abstaining.

It was moved by Skalko and seconded by Stanaway to re-appoint Gary Skalko and Holly Holmes to the Public Safety and Health Board with their terms expiring on December 31, 2011. The motion carried with Skalko abstaining.

It was moved by Skalko and seconded by Prebeg to re-appoint Gary Skalko and Allen Nelson to the Cable Commission with their terms expiring on December 31, 2011. The motion carried with Skalko abstaining.

The Mayor updated the Council on the following:

- City Employees. Complimented the City Crew for a job well done with the snow removal again from the snow storm.

- State of the City. He informed the Council that he would address the Council and Audience on the “State of the City” at the next regular meeting.
- Local Government Aid. He reassured the residents of Mountain Iron that the City’s finances are sufficient to carry through with the recent reductions made by the State of Minnesota.
- Mesabi Daily News. The Mayor said that he received three “Onions” in the Orchid/Onions column in the newspaper. He corrected the information that was provided in the newspaper.

It was moved by Zupancich and seconded by Prebeg to approve the amendment to Surface Lease 13304 for a one year extension for the property that the rock sign is located on at the Northwest corner of Highway 53 and Old Highway 169 with an annual rental fee of \$165. The motion carried unanimously on a roll call vote.

The City Administrator updated the Council on the following:

- Iron Range Resources Mining Reclamation and Restoration funding. He requested that the Council suggests projects that would qualify for the grant funding. He said that the deadline for submission is February 27, 2009.
- Voice Mail System. He said that City Staff had tested out the voice mail system and it has been working fine.
- Mountain Manor Project. He said that the renovation project began and they came across some deteriorating floors in the building that would require additional work. He said that a change order would be prepared.

It was moved by Prebeg and seconded by Zupancich to award the quote for the painting of the City Hall/Community Center building to Swanson & Youngdale in the amount of \$14,870.00. The motion carried on the following roll call vote: Stanaway, yes; Roskoski, no; Prebeg, yes; Zupancich, yes; and Skalko, yes.

It was moved by Zupancich and seconded by Prebeg to authorize change order number two for Unity Addition Phase II Residential Development to decrease the project costs by \$11,862.56 for a final contract price of \$927,085.04. The motion carried.

It was moved by Stanaway and seconded by Zupancich to authorize final payment request number ten to Utility Systems of America in the amount of \$27,871.75 for Unity Addition Phase II Residential Development. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Roskoski to authorize final pay request to Lanyk Electric in the amount of \$3,516.08 for the West Two Rivers Electrical Improvement Project. The motion carried unanimously on a roll call vote.

It was moved by Skalko and seconded by Prebeg to direct City Staff to seek a financing plan utilizing grant funding or bonding for improvements at the Wastewater Treatment Plant and the City Garage. The motion carried.

It was moved by Prebeg and seconded by Stanaway to adopt Resolution Number 01-09, Bank Authorization, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Zupancich and seconded by Skalko to authorize the professional services agreement for the update and maintenance of the Geographical Information System with Arrowhead Regional Development Commission at a cost of \$1,000 for one year. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Stanaway to authorize the application and permit for a temporary on-sale liquor license for the Virginia Regional Medical Center for November 18-20, 2009, at the Mountain Iron Community Center for the Festival of Trees Event. The motion carried.

It was moved by Roskoski and seconded by Zupancich that the particulars of the Iron Range Resources Community Business Partnership Grant Program be forwarded to the Mountain Iron Economic Development Authority for possible implementation and administration, noting the deadline for this program being February 1, 2009. The motion carried.

It was moved by Roskoski and seconded by Skalko to have the fire hydrant upgrade project forwarded to the Public Health and Safety Board and the Utility Advisory Board for study and possible implementation. The motion carried.

It was moved by Skalko and seconded by Prebeg to re-schedule the next regular meeting to Wednesday, January 21, 2009, at 6:30 p.m. due to the Martin Luther King, Jr. holiday. The motion carried.

During the open discussion the following item was discussed:

- West II Rivers Campground. Councilor Roskoski pointed out that the campground expenses were approximately \$30,000 more than the revenues in 2007.

At 7:41 p.m., it was moved by Skalko and seconded by Prebeg that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC/MMCA  
Municipal Services Secretary

## COMMUNICATIONS

1. Mountain Iron Senior Citizens, a thank you for the contribution to their Christmas party.
2. Notice of Public Hearing for a variance request made by Regal Properties.
3. Notice of Public Hearing for a variance request made by Regal Properties.
4. Tri-Cities Biosolids Disposal Authority, a request for payment of the first quarter 2009 appropriation.
5. Biosolids Disposal Site Authority, a request for payment of the 2009 appropriation.
6. Range Association of Municipalities and Schools, a thank you for past assistance and an informational update for 2009.
7. Minnesota Department of Revenue, forwarding an information worksheet outlining the local government aid cuts affecting the City.
8. Coalition of Greater Minnesota Cities, a request to remain members of the coalition and outlining 2009 priorities.

## Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	118,607.08
LICENSES	ANIMAL	70.00
BUILDING RENTALS	COMMUNITY CENTER	675.00
COPIES	COPIES	2.75
MISCELLANEOUS	REFUNDS/ REIMBURSEMENTS	6,462.00
BUILDING RENTALS	NICHOLS HALL	50.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	542.64
METER DEPOSITS	ELECTRIC	600.00
LICENSES	CIGARETTE	100.00
LICENSES	LIQUOR	1,750.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	500.00
MISCELLANEOUS	ASSESSMENT SEARCHES	80.00
FINES	CRIMINAL	680.68
MISCELLANEOUS	REIMBURSEMENTS	370.00
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	3,401.74
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	66.39
CD INTEREST	CD INTEREST 101	513.56
CD INTEREST	CD INTEREST 378	2,427.75
CD INTEREST	CD INTEREST 602	840.37
CD INTEREST	CD INTEREST 603	887.08
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	343,172.78
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	2,264.50
CD INTEREST	CD INTEREST 301	431.51
PERMITS	BUILDING	731.67
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	30,779.41
Summary Totals:		<u>516,006.91</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/09	01/07/2009	137415	10008	AIRGAS NORTH CENTRAL	101-20200	98.00
01/09	01/07/2009	137416	401	ALAN MATTILA	101-20200	30.00
01/09	01/07/2009	137417	10010	ARROW AUTO	101-20200	64.99
01/09	01/07/2009	137418	10014	ARROWHEAD REG FIREFIGHTERS'	101-20200	60.00
01/09	01/07/2009	137419	5007	ASSURANT EMPLOYEE BENEFITS	101-20200	653.15
01/09	01/07/2009	137420	20001	BAKER FIRE EQUIPMENT	101-20200	14.91
01/09	01/07/2009	137421	20048	BARNES DISTRIBUTION	101-20200	341.50
01/09	01/07/2009	137422	20022	BENCHMARK ENGINEERING INC	101-20200	2,370.00
01/09	01/07/2009	137423	20010	BISS LOCK INC	101-20200	18.64
01/09	01/07/2009	137424	20043	BOBCAT OF DULUTH, INC.	101-20200	459.97
01/09	01/07/2009	137425	30017	CARQUEST (MOUNTAIN IRON)	603-20200	705.95
01/09	01/07/2009	137426	30068	CHAD, GREG	101-20200	70.00
01/09	01/07/2009	137427	30020	CLAREY'S SAFETY EQUIPMENT INC	101-20200	3,317.59
01/09	01/07/2009	137428	30072	CW TECHNOLOGY	301-20200	1,357.89
01/09	01/07/2009	137429	1223	DIANA HARVEY	101-20200	200.00
01/09	01/07/2009	137430	1224	DONNA LERITZ	101-20200	100.00
01/09	01/07/2009	137431	60026	FASTENAL COMPANY	101-20200	52.79
01/09	01/07/2009	137432	60006	FISHER PRINTING	601-20200	202.35
01/09	01/07/2009	137433	70035	G & K SERVICES	604-20200	31.26
01/09	01/07/2009	137434	80022	HAWKINS INC	601-20200	992.10
01/09	01/07/2009	137435	140013	HD WATERWORKS SUPPLY	601-20200	2,006.17
01/09	01/07/2009	137436	80017	HENRY'S WATERWORKS INC	601-20200	685.31
01/09	01/07/2009	137437	80001	HILLYARD/HUTCHINSON	101-20200	930.85
01/09	01/07/2009	137438	90006	IRON TRAIL MOTORS	101-20200	203.04
01/09	01/07/2009	137439	110013	JERRY D KUJALA	101-20200	1,150.69
01/09	01/07/2009	137440	120016	LANYK ELECTRIC	301-20200	3,516.08
01/09	01/07/2009	137441	120002	LAWSON PRODUCTS INC	101-20200	678.49
01/09	01/07/2009	137442	120019	LEAGUE OF MN CITIES	101-20200	62,974.00
01/09	01/07/2009	137443	120014	LUNDGREN MOTORS	101-20200	53.45
01/09	01/07/2009	137444	130060	MCCARTHY WELL COMPANY	601-20200	280.00
01/09	01/07/2009	137445	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
01/09	01/07/2009	137446	130026	MESABI SIGN COMPANY	101-20200	1,082.87
01/09	01/07/2009	137447	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	4,989.00
01/09	01/07/2009	137448	130009	MINNESOTA POWER	101-20200	1,297.25
01/09	01/07/2009	137449	130049	MINNESOTA STATE TREASURER	101-20200	309.39
01/09	01/07/2009	137450	130123	MORTON SALT	101-20200	2,143.57
01/09	01/07/2009	137451	130037	M-R SIGN	101-20200	156.24
01/09	01/07/2009	137452	130128	MTI DISTRIBUTING	101-20200	2,769.13
01/09	01/07/2009	137453	130125	MUNICIPAL EMERGENCY SERVICES	101-20200	2,242.01
01/09	01/07/2009	137454	140047	NARDINI FIRE EQUIPMENT CO INC	101-20200	370.68
01/09	01/07/2009	137455	140055	NORTHERN VISUAL SERVICES	101-20200	30.00
01/09	01/07/2009	137456	140056	NORTHLAND TRUST SERVICES INC	376-20200	269,427.50
01/09	01/07/2009	137457	150003	OVERHEAD DOOR	101-20200	112.50
01/09	01/07/2009	137458	160057	PHIL'S GARAGE DOOR SERVICE	101-20200	1,222.00
01/09	01/07/2009	137459	160060	PIT & QUARRY SUPPLIES INC	101-20200	127.80
01/09	01/07/2009	137460	160038	PITNEY BOWES GLOBAL FINANCIAL	101-20200	35.14
01/09	01/07/2009	137461	160047	PONTINEN, RYAN	101-20200	20.00
01/09	01/07/2009	137462	100052	PONTINEN, STACEY	101-20200	20.00
01/09	01/07/2009	137463	180021	RANGE ASSOC OF MUNICIPALITIES	101-20200	700.00
01/09	01/07/2009	137464	180004	RANGE COOPERATIVES	604-20200	154.43
01/09	01/07/2009	137465	180029	RGGS LAND & MINERALS, LTD., LP	101-20200	165.00
01/09	01/07/2009	137466	1222	RICHARD PAUL	101-20200	100.00
01/09	01/07/2009	137467	8029	RIDGEWOOD SKATING SHACK	101-20200	200.00
01/09	01/07/2009	137468	20015	ROBERT BROWN	101-20200	35.10
01/09	01/07/2009	137469	180031	RRHS UMCM MESABA CLINICS	101-20200	504.70
01/09	01/07/2009	137470	190003	SARANEN AUTO	101-20200	171.27
01/09	01/07/2009	137471	190045	SERVICE SOLUTIONS	101-20200	324.93



Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/09	01/07/2009	137472	190078	STACK BROS.	101-20200	62,187.00
01/09	01/07/2009	137473	200003	TACONITE TIRE SERVICE	101-20200	163.65
01/09	01/07/2009	137474	210033	UNICEL	604-20200	383.19
01/09	01/07/2009	137475	210001	UNITED ELECTRIC COMPANY	604-20200	21,803.38
01/09	01/07/2009	137476	210006	UTILITY SYSTEMS OF AMERICA INC	104-20200	27,871.75
01/09	01/07/2009	137477	220027	VARSITY SCOREBOARDS	101-20200	4,823.81
01/09	01/07/2009	137478	220025	VERIZON WIRELESS	101-20200	15.46
01/09	01/07/2009	137479	1103	VICKI COCHRAN	101-20200	100.00
01/09	01/07/2009	137480	220014	VIKING INDUSTRIAL NORTH	101-20200	219.49
01/09	01/07/2009	137481	230034	WEST, DEVIN	101-20200	150.00
01/09	01/07/2009	137482	260003	ZEE SERVICE COMPANY	101-20200	112.20
Totals:						<u>491,659.61</u>



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

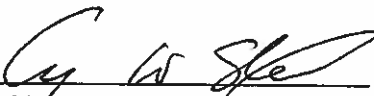
PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com  
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

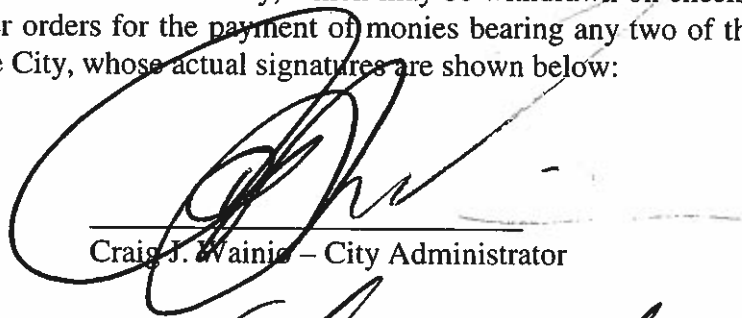
## RESOLUTION NUMBER 01-09

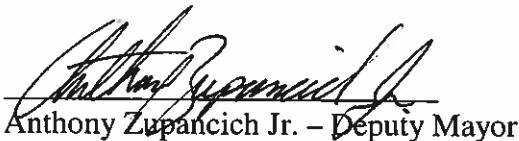
### BANK AUTHORIZATION

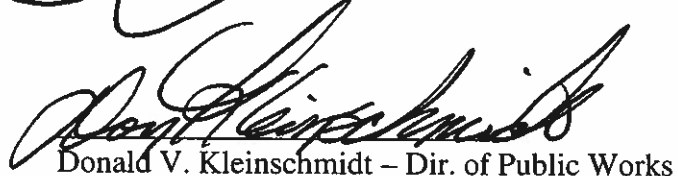
**THIS IS TO CERTIFY:** That at a meeting of the City Council of the City of Mountain Iron, (hereafter referred to as the "City"), operating under the laws of the State of Minnesota, duly held on January 5, 2009, the following resolution was adopted:

**BE IT RESOLVED,** that the American Bank of the North, (hereafter referred to as the "Bank"), is hereby designated as a depository for the funds of the City, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing any two of the following officers or employees of the City, whose actual signatures are shown below:

  
\_\_\_\_\_  
Gary Skalko – Mayor

  
\_\_\_\_\_  
Craig J. Wainio – City Administrator

  
\_\_\_\_\_  
Anthony Zupancich Jr. – Deputy Mayor

  
\_\_\_\_\_  
Donald V. Kleinschmidt – Dir. of Public Works

and said Bank shall be and authorized to honor and pay whether or not payable to bearer or to the individual order of any agent or agents signing the same.

**BE IT FURTHER RESOLVED,** that the Bank is hereby directed to accept and pay without further inquiry any item drawn against any of the City's accounts with the Bank bearing the signature or signatures of Agents, as authorized above or otherwise, even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Bank shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item,

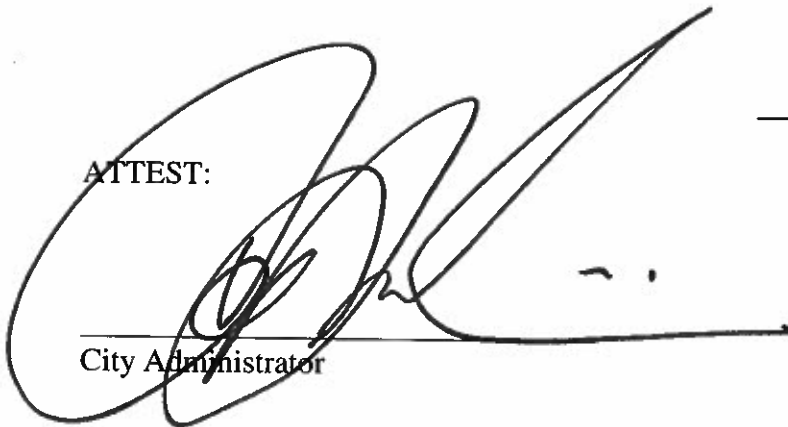
**BE IT FURTHER RESOLVED,** that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by this City for deposit with the Bank, or for collection or discount by the Bank; and to accept drafts and other items payable at the Bank.

**BE IT FURTHER RESOLVED**, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions, or purposes for which funds, checks, or items of the City may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions. The other agreements and other acts may not be contrary to the provisions contained in this Resolution,

**BE IT FURTHER RESOLVED**, that the City hereby conferred upon the above named agents shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the Bank at each location where an account is maintained. Bank shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution. Any such notice shall not affect any items in process at the time notice is given.

**DULY ADOPTED BY THE CITY COUNCIL THIS 5<sup>th</sup> DAY OF JANUARY, 2008.**

ATTEST:



\_\_\_\_\_

City Administrator



\_\_\_\_\_

Mayor Gary Skalko

**WALKER, GIROUX & HAHNE, LTD  
225 1<sup>ST</sup> STREET N SUITE 2400  
P.O. BOX 960  
VIRGINIA, MN 55792  
218-749-4880      FAX 218-749-8528**

**TO:            CRAIG WAINIO**  
**FROM:        PATTY SABIE**  
**DATE:        December 16, 2008**

**CITY OF MOUNTAIN IRON “NONAUDIT SERVICES” LETTER**

**Craig,**

**Enclosed please find a copy of the letter that we are required to have on file to document that you have been designated by the City Council to oversee, monitor, accept responsibility and evaluate the “nonaudit services”, which include preparation of the financial statements and notes to the financial statements to be included in the audit.**

**Please have a council member sign the letter also, and return to our office.**

**Please call if you have questions.**

**Thank you,**

## NONAUDIT SERVICES

Nonaudit services performed by Walker, Giroux & Hahne, Ltd. (check applicable items):

1.  Preparing a trial balance based on entity management's chart of accounts.
2.  Maintaining depreciation schedules for which entity management has determined the method and rate of depreciation and salvage value of the assets.
3.  Preparing draft financial statements based on entity management's chart of accounts and trial balance and any adjusting, correcting, and closing entries that have been approved by entity management.
4.  Preparing draft notes to the financial statements based on information determined and approved by entity management.

With regard to the above nonaudit services performed by Walker, Giroux & Hahne, Ltd. during the audit of City of Mountain Iron, Minnesota for the year ended December 31, 2008, I confirm the following:

1. I have been designated by the City of Mountain Iron, Minnesota to be responsible and accountable for overseeing the nonaudit services.
2. I have monitored the performance of the nonaudit services.
3. I have made all decisions that involved entity management functions related to the nonaudit services and accepted full responsibility for those decisions.
4. I have evaluated the adequacy of the services performed.

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_ has been designated by the City of Mountain Iron, Minnesota to be responsible and accountable for overseeing the above nonaudit services.

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature

**COUNCIL LETTER 012109-IVC1**

**PUBLIC UTILITIES**

**GARBAGE TRUCK REPLACEMENT**

**DATE:** January 14, 2009

**FROM:** Don Kleinschmidt  
Director of Public Works

Craig J. Wainio  
City Administrator

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Staff is requesting City Council authorization to prepare specifications and bids on a replacement garbage truck.

This truck replacement has been budgeted in the 2009 Refuse fund.

**COUNCIL LETTER 012109-IVD1**

**ED ROSKOSKI**

**MINIMUM HOUSING STANDARDS**

**DATE:** January 14, 2009

**FROM:** Ed Roskoski  
City Councilor

Craig J. Wainio  
City Administrator

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Councilor Roskoski requested this item be placed on the agenda with this background information:

There has been some internal discussion as to what is the legal statutory minimum standard as to what is a livable place in Mountain Iron. Mr. Aluni will be directed to research what can be found on this topic. A presentation will be made to the City Council at a later date.

# CHANGE ORDER

Order No. 1 - FINAL

Date: 9/5/08

NAME OF PROJECT/PROJECT NO: 2006 Street Improvements / MI06-10  
OWNER: City of Mountain Iron  
CONTRACTOR: Ulland Brothers, Inc.  
505 West 37<sup>th</sup> Street, Hibbing, MN 55746  
ENGINEER: Benchmark Engineering, Inc.

---

## Reason for Change Order:

This final compensating change order is required to set the contract amount equal to the actual project cost. The increase in cost is due to minor final contract quantity adjustments and contract additions requested by the City. The contract additions included the Nichols Town Hall overlay, Emerald Avenue milling & bituminous patch, and the curb & gutter removal and replacement in front of the Senior Citizens Center.

## The following changes are hereby made to the CONTRACT DOCUMENTS:

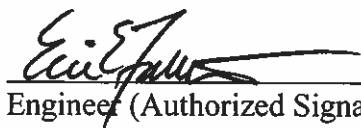
The contract amount is increased by **\$13,852.16**.

---

## Change to CONTRACT PRICE:

Original CONTRACT PRICE	\$ <u>320,159.15</u>
Current CONTRACT PRICE adjusted by previous CHANGE ORDERS	\$ <u>320,159.15</u>
The CONTRACT PRICE due to this CHANGE ORDER will be <u>increased</u> by:	\$ <u>13,852.16</u>
The new CONTRACT PRICE including this CHANGE ORDER will be:	\$ <u>334,011.31</u>

---

Recommended by:	<u></u> Engineer (Authorized Signature)	<u>9-5-2008</u> Date:
Approved by:	_____ Owner (Authorized Signature)	_____ Date:
Accepted by:	<u>Laura McMullen</u> Contractor (Authorized Signature)	<u>12/31/08</u> Date:





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

January 7, 2009

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

Re: City of Mountain Iron, MN  
2006 Street Improvements  
Project No. MI06-10

Dear Mr. Wainio;

Enclosed please find final Pay Request No. 5 for the City of Mountain Iron 2006 Street Improvements project in the amount of **\$16,700.57**, for approval at your next scheduled City Council meeting. All work has been completed in accordance with the contract documents.

Also enclosed for approval is final compensating change order #1 that increases the final project cost by \$13,852.16. The change order is due to minor final contract quantity adjustments along with the addition of the Nichols Town Hall overlay, Emerald Avenue milling & bituminous patch, and the curb & gutter removal & replacement in front of the Senior Citizens Center. Once approved, please sign and date the change order and return two (2) fully executed copies to our office. Our office will forward a fully executed copy of the final change order to the Contractor.

In addition, enclosed are the IC-134 forms for the project for your files. It is recommended that the City Council first approve the final change order and then the final pay request for the above referenced project.

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.

Enclosures

Pc: Ms. Laura McMillen, Ulland Brothers, Inc.

**RECOMMENDATION OF PAYMENT**

No. 5-FINAL

Owner's Project No.: \_\_\_\_\_

Engineer's Project No.: MI06-10

Project: 2006 Street Improvements

CONTRACTOR: Ulland Brothers, Inc., P.O. Box 340, Cloquet, MN 55720

For Period Ending: September 5, 2008

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 September 5, 2008

By 

**STATEMENT OF WORK**

Original Contract Price	\$ <u>320,159.15</u>	Work & Materials to Date	\$ <u>334,011.31</u>
Net Change Orders	\$ <u>13,852.16</u>	Amount Retained	\$ <u>0.00</u>
Current Contract Price	\$ <u>334,011.31</u>	Subtotal	\$ <u>334,011.31</u>
		Previous Payments	\$ <u>317,310.74</u>
		<b>Amount Due this Payment</b>	<b>\$ <u>16,700.57</u></b>



PAY REQUEST NO. 5 - FINAL  
 2006 STREET IMPROVEMENTS  
 MOUNTAIN IRON, MINNESOTA  
 PROJECT NO: MI06-10

CONTRACTOR: ULLAND BROTHERS, INC.

SPEC. NO.	ITEM	UNITS	PROJECT QUANTITY	ITEM COST	UNITY DR. QUANT.	SLATE ST. QUANT.	EXTRA WORK QUANT.	QUANTITY TO DATE	TOTAL AMOUNT
2104.501	REMOVE GUARDRAIL	LIN. FT.	315.0	\$7.20	315.0			315.0	\$2,268.00
2104.503	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	31.0	\$3.75	37.0			37.0	\$138.75
2104.503	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	270.0	\$2.00	225.0			225.0	\$450.00
2104.511	SAWING CONCRETE PAVEMENT	LIN. FT.	28.0	\$3.00	28.0			28.0	\$84.00
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN. FT.	1,681.0	\$1.35	1,247.0	65.0		1,312.0	\$1,771.20
2105.501	COMMON EXCAVATION	CU. YD.	181.0	\$9.25	181.0			181.0	\$1,674.25
2105.521	GRANULAR BORROW (CV)	CU. YD.	269.0	\$10.75	269.0			269.0	\$2,891.75
2105.523	COMMON BORROW (CV)	CU. YD.	868.0	\$10.65	868.0			868.0	\$9,244.20
2105.525	TOPSOIL BORROW (CV)	CU. YD.	70.0	\$27.10	70.0			70.0	\$1,897.00
2105.535	SALVAGED TOPSOIL (LV)	CU. YD.	202.0	\$21.00	202.0			202.0	\$4,242.00
2112.501	SUBGRADE PREPARATION	LUMP SUM	1.0	\$1,000.00		1.0		1.0	\$1,000.00
2211.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	350.0	\$19.60	444.0			444.0	\$8,702.40
2221.503	AGGREGATE SHOULDERING (CV), CLASS 1	CU. YD.	120.0	\$36.00	152.0	25.0		177.0	\$6,372.00
2331.604	BITUMINOUS PAVEMENT RECLAMATION (6")	SQ. YD.	3,841.0	\$2.00	5,303.0			5,303.0	\$10,606.00
2340.609	LEVELING COURSE MIXTURE (B)	TON	200.0	\$56.00	200.0			200.0	\$11,200.00
2350.501	TYPE LV5 WEARING COURSE MIXTURE (B)	TON	1,487.0	\$56.00	835.9	375.3	175.5	1,386.7	\$77,655.20
2350.502	TYPE LV3 NON-WEARING COURSE MIXTURE (B)	TON	1,134.0	\$55.00	715.1	546.7		1,261.8	\$69,399.00
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	648.0	\$1.50	414.0	234.0		648.0	\$972.00
2501.511	12" CP PIPE SEWER	LIN. FT.	12.0	\$34.00	15.0			15.0	\$510.00
2501.515	12" METAL PIPE APRON W/ TRASH GUARD	EACH	1.0	\$680.00	1.0			1.0	\$680.00
2501.515	24" METAL PIPE APRON W/ TRASH GUARD	EACH	1.0	\$1,107.00	1.0			1.0	\$1,107.00
2501.515	12" RC PIPE APRON	EACH	4.0	\$725.00	4.0			4.0	\$2,900.00
2503.511	24" CP PIPE SEWER	LIN. FT.	237.0	\$35.00	240.0			240.0	\$8,400.00
2503.541	12" RC PIPE SEWER	LIN. FT.	100.0	\$45.00	76.0			76.0	\$3,420.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	4.0	\$323.00	4.0			4.0	\$1,292.00
2503.602	24" X 24" CP TEE	EACH	1.0	\$524.00	2.0			2.0	\$1,048.00
2503.602	24" X 24" CP CROSS	EACH	1.0	\$1,276.00	0.0			0.0	\$0.00
2503.602	24" X 12" CP REDUCER	EACH	1.0	\$336.00	1.0			1.0	\$336.00
2504.602	ADJUST VALVE BOX - WATER	EACH	1.0	\$128.00		1.0		1.0	\$128.00
2506.501	CONST. DRAINAGE STRUCTURE, DES. G	LIN. FT.	18.0	\$374.00	18.0			18.0	\$6,732.00
2506.516	CASTING ASSEMBLY	EACH	6.0	\$539.00	6.0			6.0	\$3,234.00
2511.501	RANDOM RIPRAP CLASS III	CU. YD.	20.0	\$42.00	42.0			42.0	\$1,764.00
2521.501	4" CONCRETE WALK	SQ. FT.	13,034.0	\$2.95	12,650.0			12,650.0	\$37,317.50
2531.501	CONCRETE CURB & GUTTER - DES. B618	LIN. FT.	2,708.0	\$8.85	2,744.0			2,744.0	\$24,284.40
2531.507	7" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	41.0	\$44.50	100.0			100.0	\$4,450.00
2531.618	TRUNCATED DOMES	SQ. FT.	56.0	\$25.00	56.0			56.0	\$1,400.00
2550.602	RELOCATE SIGN	EACH	4.0	\$59.00	4.0			4.0	\$236.00
2554.501	TRAFFIC BARRIER, DESIGN A8307	LIN. FT.	305.0	\$21.00	278.0			278.0	\$5,838.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$1,750.00	1.0			1.0	\$1,750.00
2564.603	4" DOUBLE SOLID LINE YELLOW - EPOXY	LIN. FT.	2,600.0	\$0.90	2,546.0			2,546.0	\$2,291.40
2564.603	4" SOLID LINE WHITE - EPOXY	LIN. FT.	2,600.0	\$0.44	2,554.0			2,554.0	\$1,123.76
2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN. FT.	1,435.0	\$2.25	1,642.0			1,642.0	\$3,694.50
2575.505	SODDING TYPE LAWN	SQ. YD.	840.0	\$4.00	1,518.0			1,518.0	\$6,072.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$900.00	1.0			1.0	\$900.00
2531.501	CONCRETE CURB & GUTTER - DES. B618 (DOWNTOWN)	LIN. FT.	0.0	\$19.50			130.0	130.0	\$2,535.00

\$320,159.15

TOTAL SPLIT TO DATE: \$268,096.26 \$53,552.05 \$12,363.00

COMPLETED TO DATE: **\$334,011.31**

BENCHMARK ENGINEERING, INC.



# 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

January 7, 2009

Mr. Bill Hennis, Lead Engineer  
City of Virginia  
327 First Street South  
Virginia, MN 55792

Re: 16<sup>th</sup> Avenue West Reconstruction  
City of Virginia  
Project No. CP. 8-06, VA07-2, MI05-16

Dear Mr. Hennis

Enclosed please find Pay Request No. 5 – Final for the 16<sup>th</sup> Avenue West Reconstruction project in the amount of **\$18,235.48**. This amount includes payment of all retainage for the project.

This pay request is to pay the remainder of the project's retainage. Due to a discrepancy in Pay Request #4 – Final, only part of the retainage was approved for final payment.

Please include Pay Request No. 5 – Final on the Council agenda for the next scheduled meeting.

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

Sincerely,  
**Benchmark Engineering, Inc.**

Paul R. Tokarczyk, P.E.

Enclosure

cc: Mr. Tom Hammerlund, Hammerlund Construction Inc.  
Mr. Craig Wainio, City of Mountain Iron  
Mr. Greg French, Virginia Public Utilities

RECOMMENDATION OF PAYMENT

No. 5 - Final

Owner's project No. C.P. 8-06

Engineer's Project No. VA07-2

Project: 16<sup>th</sup> Avenue West Reconstruction

CONTRACTOR: Hammerlund Construction Company, 3201 Highway 2 West, Grand Rapids, MN 55744

For Period Ending: January 7, 2009

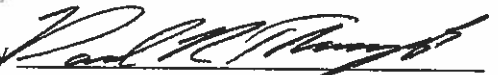
To: City of Virginia  
Owner

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 January 7, 2009

By 

STATEMENT OF WORK

Original Contract Price	\$ <u>584,600.00</u>	Work & Materials to Date	\$ <u>610,620.50</u>
Net Change Orders	\$ <u>26,020.50</u>	Amount Retained (5%)	\$ <u>0.00</u>
Current Contract Price	\$ <u>610,620.50</u>	Subtotal	\$ <u>610,620.50</u>
		Previous Payments	\$ <u>592,385.02</u>
		<b>Amount Due this Payment</b>	<b>\$ <u>18,235.48</u></b>



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 ▪ FAX: 218-748-7573 ▪ [www.mtniron.com](http://www.mtniron.com)  
8586 ENTERPRISE DRIVE SOUTH ▪ MOUNTAIN IRON, MN ▪ 55768-8260

## NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, January 12, 2009 at 7:10 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a request made by Regal Properties, LLC, 16<sup>th</sup> Avenue West, Mountain Iron for a Variance from the setback requirement and from the distance between signs requirement of the Zoning Ordinance. The property is legally described as follows:

Lots 13 & 14, Block 8  
West Virginia Addition to Mountain Iron

Parcel Code: 175-0065-01590 and 175-0065-01600

The public can present its opinions at the public hearing or by letter addressed to the Zoning Administrator, City of Mountain Iron, City Hall, 8586 Enterprise Drive South, Mountain Iron, Minnesota 55768-8260.

By Order of the Planning and Zoning Commission  
Jerry D. Kujala  
Zoning Administrator

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

CITY OF MOUNTAIN IRON  
 VARIANCE APPLICATION \* \$150<sup>00</sup>

Name of Applicant: Regal Properties, LLC  
 Signature of Applicant: [Signature]  
 Date: 11/6/08  
 Received 12/8/08 Jma

Legal Description: Sec/Lots 34/4 Twp/Block 8 Rge/Subd West Virginia Parcel Code # 175-65-1550  
175-65-1600

Area for which Variance Requested:  
 - min. Distance Between Signs  
 - min Set-back variance to 5'

Statements addressing condition of "undue hardship" for which variance is requested:  
 Request Variance from minimum distance between signage - MN DOT requires 100' minimum vs. 300' variance of 5' from East boundary line for set back to erect an off-premise sign directing traffic to exit to ROCK RIDGE Development.  
 Will be constructing a monument sign on site.

\* Applicant is required to submit a vicinity map, drawn to scale, showing applicant's and adjoining property including all existing or proposed buildings or uses. Use reverse side of this form. See attached MAP

Pd \$150.00 12/8/08  
 Rec. 2097697

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Zoning Administrator Review	called JDR about hearings	12-8-08	Jma
Public Hearing Set	Hearing set 1/12/09 7:10pm	12-19-08	Jma
Hearing Notice Published	Sent to MANS	1-2-09	Jma
Board of Adjustment and Appeals Recommendation			
Council Action			
Filed with County Recorder			

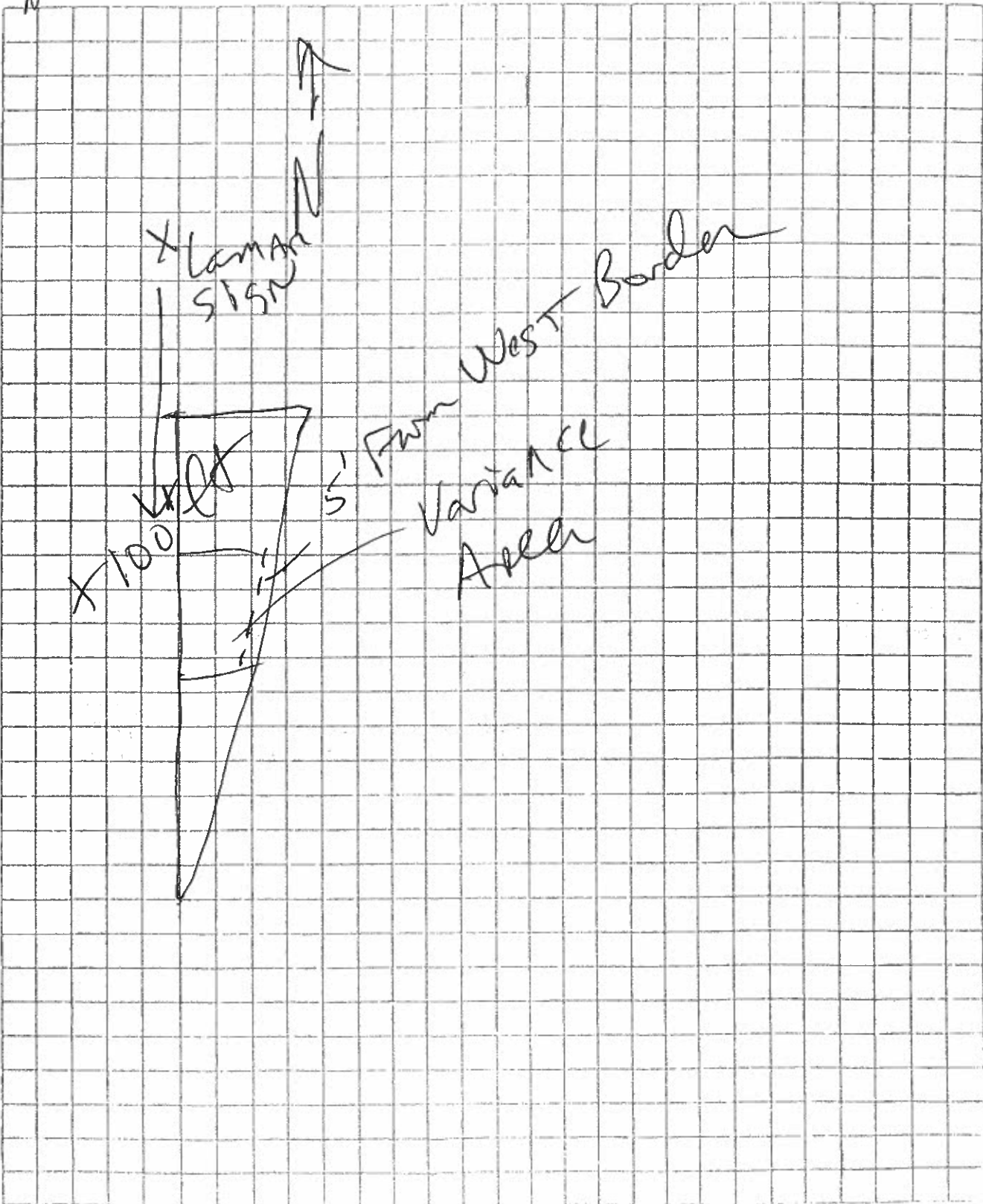
Conditions Attached \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

VICINITY MAP TO SCALE - SHOW DIMENSIONS OF LOT AND ALL EXISTING AND PROPOSED STRUCTURES, DISTANCES FROM FRONT, SIDE AND REAR LOT LINE SETBACKS TO ALL EXISTING AND PROPOSED STRUCTURES. SHOW ALLEY AND STREET NAMES ADJACENT LOT.

I/We certify that the proposed construction will conform to the dimensions and uses shown and that no changes will be made without first obtaining approval.

Signature

*RA, DTA* 11/7/28  
INDICATE NORTH IN CIRCLE - General Contractor







# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 ▪ FAX: 218-748-7573 ▪ [www.mtniron.com](http://www.mtniron.com)  
8586 ENTERPRISE DRIVE SOUTH ▪ MOUNTAIN IRON, MN ▪ 55768-8260

## NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, January 12, 2009 at 7:05 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a request made by Regal Properties, LLC, 16<sup>th</sup> Avenue West, Mountain Iron for a Variance from the building setback requirement on the east boundary along 16<sup>th</sup> Avenue West as required by the Zoning Ordinance. The property is legally described as follows:

Lots 13 and 14, Block 8, and the South ½ of the adjacent vacated alley; and  
Lots 9, 10, 11, and 12, Block 5, and the South ½ of the vacated adjacent Third Street and the North ½ of the vacated adjacent alley; and  
Lots 9, 10, 11, 12, and the North ½ of the vacated adjacent alley, Block 4; and  
Lots 13, 16, 17, and the East ½ of Lot 14 and the North ½ of the vacated adjacent Third Street, and the South ½ of the vacated adjacent alley, Block 4; and  
Lots 18, except highway right-of-way, including part of vacated Third Street adjacent, and the South ½ of the vacated adjacent alley, Block 4; and  
West ½ of Lot 14, Lot 15, and the South ½ of the adjacent vacated alley and the north ½ of the adjacent vacated Third Street, Block 4; and  
Lots 13, 14, and 15, Block 5, and the south ½ of the adjacent vacated alley and the north ½ of the adjacent vacated Fourth Street; and  
Lots 11 and 12, Block 8, and the South ½ of the adjacent vacated Fourth Street and the north ½ of the adjacent vacated alley; and  
Lots 6, 7, 8, Block 4, and the North ½ of the vacated adjacent alley; and  
All of the vacated alley adjacent to Lots 11, 12, 13, and 14, Block 8.  
West Virginia Addition to Mountain Iron

The public can present its opinions at the public hearing or by letter addressed to the Zoning Administrator, City of Mountain Iron, City Hall, 8586 Enterprise Drive South, Mountain Iron, Minnesota 55768-8260.

By Order of the Planning and Zoning Commission  
Jerry D. Kujala  
Zoning Administrator

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

CITY OF MOUNTAIN IRON  
 VARIANCE APPLICATION \* \$150<sup>00</sup>

Regal Properties LLC

Name of Applicant: REGAL PROPERTIES, LLC  
 Applicant: JEROME F. PIETRINI JR Signature of Applicant: [Signature] Date: 11/6/08  
520 Bourgin Rd Virginia MN 55792  
 Legal: 16<sup>TH</sup> AVE WEST  
 Description: Sec/Lot \_\_\_\_\_ Twp/Block \_\_\_\_\_ Rge/Subd \_\_\_\_\_ Parcel Code # \_\_\_\_\_

Area for which Variance Requested: Blg Set Back 16' From East Boundary along 16<sup>TH</sup> Ave W.

Statements addressing condition of "undue hardship" for which variance is requested. Need Variance of 14' to Allow Construction of Proposed Blg See Attached.

\* Applicant is required to submit a vicinity map, drawn to scale, showing applicant's and adjoining property including all existing or proposed buildings or uses. Use reverse side of this form.

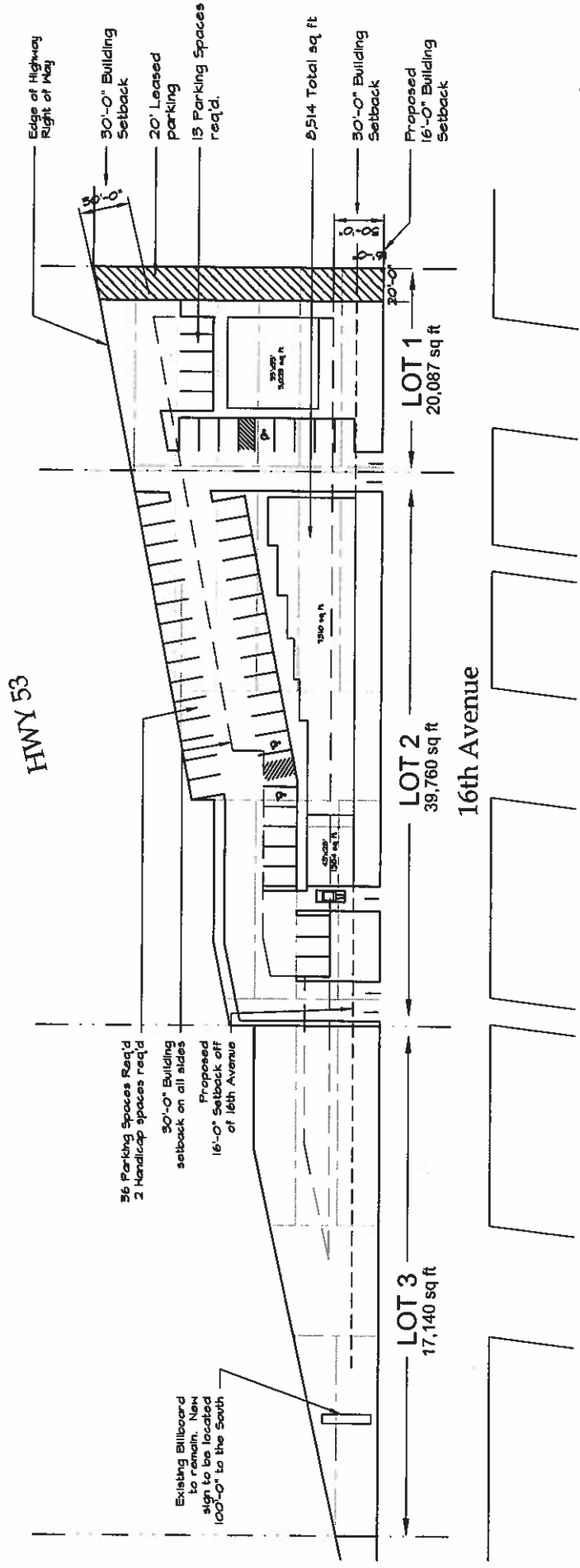
PJ \$150.00 12/8/08 OFFICE USE ONLY  
Rec. 2097648

ITEM	ACTION	DATE	INITIAL
Zoning Administrator Review	Called JAK about hearing	12-8-08	Gma
Public Hearing Set	Hearing set 1/12/09 7:05	12-19-08	Gma
Hearing Notice Published	Sent to MANS	1-2-09	Gma
Board of Adjustment and Appeals Recommendation			
Council Action			
Filed with County Recorder			

Conditions Attached \_\_\_\_\_



ARCHITECTURAL  
RESOURCES · INC.



Pietrini Retail Development - Option 3



08-155/3 November 08

**COUNCIL LETTER 012109-IVH1**

**UTILITY ADVISORY BOARD**

**STREET LIGHTS**

**DATE:** January 14, 2009

**FROM:** Utility Advisory Board

Don Kleinschmidt  
Director of Public Works

Craig J. Wainio  
City Administrator

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The Utility Advisory Board is recommending to the City Council the installation of two street lights on Unity Drive at an estimated cost of \$7,500.00.

The proposed street lights will be installed on the south side of Unity Drive, approximately 500 feet and 1000 feet west of the Mud Lake/Unity Drive intersection.

**COUNCIL LETTER 012109-IVH2**  
**UTILITY ADVISORY BOARD**  
**SOLID WASTE SERVICE FEE POLICY**

**DATE:** January 14, 2009

**FROM:** Utility Advisory Board

Don Kleinschmidt  
Director of Public Works

Craig J. Wainio  
City Administrator

---

The Utility Advisory Board is recommending adoption of the attached Solid Waste Service Fee Policy.

# SOLID WASTE SERVICE FEE POLICY

Policy Number -

Adopted:

St. Louis County requires the City of Mountain Iron to pay Solid Waste Service Fees for properties located within the City on an annual basis. Service Fees are applied on all parcels with \$1000.00 or more in improvements.

The City of Mountain Iron shall bill each improved parcel on a monthly billing statement.

Residential property shall be billed at a rate of \$58.00 per year or \$4.83 per month.

Commercial property shall be billed according to the estimated market value of the property as follows:

\$ 1 to \$ 50,000	\$ 58.00/year or \$4.83/month
\$ 50,001 to \$100,000	\$ 87.00/year or \$7.25/month
\$100,001 to \$150,000	\$116.00/year or \$9.66/month
\$150,001 to \$200,000	\$145.00/year or \$12.08/month
Over \$200,000	\$174.00/year or \$14.50/month

This rate schedule shall be updated each year according to the St. Louis County rates established.

If an improved parcel is established to be vacant and has no utilities connected to any structures on the parcel, the Service Fee shall be discontinued.

Property owners may make an appeal to the Director of Public Works by November 1<sup>st</sup> of each year to have the fees waived. Forms for the appeal will be available at the City Hall.

**COUNCIL LETTER 012109-IVI1**

**PERSONNEL COMMITTEE**

**NOTICE OF INTENT**

**DATE:** January 14, 2009  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

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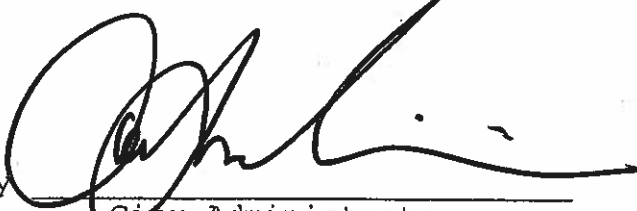
The Personnel Committee is recommending that the City Council approve the issuance of a notice of intent to initiate negotiations concerning the AFSCME Local 453 contract.

ARTICLE XV  
DURATION OF CONTRACT

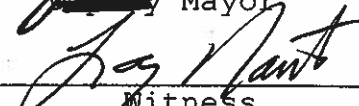
The terms and provisions of this Contract shall become effective on the first day of May, 2006 and shall continue in full force and effect until the 30th day of April, 2009 and thereafter from year to year unless either party shall give written notice to the other party ninety (90) days before the effective date of May 1st of each calendar year of its desire to amend said Contract.

MOUNTAIN IRON CITY COUNCIL  
MOUNTAIN IRON, MINNESOTA

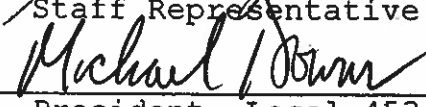
LOCAL UNION 453, AMERICAN FEDERATION  
OF STATE, COUNTY & MUNICIPAL  
EMPLOYEES, AFL-CIO

By   
City Administrator

By   
Mayor

By   
Witness

By   
Staff Representative

By   
President, Local 453

By \_\_\_\_\_  
Witness

##By mutual agreement of the parties, the terms and conditions of the labor agreement shall become effective upon ratification and signing of the Agreement by the parties, except for the 3% wage adjustment which will be effective May 1, of each year of the Agreement.



**COUNCIL LETTER 012109-IVI2**

**PERSONNEL COMMITTEE**

**NEGOTIATION COMMITTEE**

**DATE:** January 14, 2009

**FROM:** Personnel Committee

Craig J. Wainio  
City Administrator

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The Personnel Committee is recommending that the City Council appoint the Personnel Committee as the negotiations committee for the negotiations concerning the AFSCME Local 453 contract.

**COUNCIL LETTER 012109-IVI3**

**PERSONNEL COMMITTEE**

**LINEMAN POSITION**

**DATE:** January 14, 2009

**FROM:** Personnel Committee

Craig J. Wainio  
City Administrator

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The Personnel Committee met and determined a need for a lineman's position. It is recommended by the Personnel Committee that the City Council authorize the Personnel Committee to undertake the hiring process for a lineman's position, including posting and advertising for the position. As provided in the contract, the position would be Job Class 22.

The City of Mountain Iron has an immediate opening for one (1) full-time lineman position in the Public Utilities Department. This position reports to the Foreman. Minimum qualifications include five (5) years of experience, journeyman lineman's license, a High School Education or equivalent, with advanced education/training in electrical distribution systems and related subjects preferred and a class "B" commercial drivers license. Starting salary is \$22.95 per hour plus benefits. Applications will be accepted until 4:00 p.m., Friday, February 27<sup>th</sup>, 2009. Applications are available at [www.mtniron.com](http://www.mtniron.com) or by calling 218-748-7570. Send applications, resume and other completed materials to Craig J. Wainio, City Administrator, City of Mountain Iron, 8586 Enterprise Drive South, Mountain Iron, MN 55768.

**CITY OF MOUNTAIN IRON**

**INTERNAL JOB POSTING**

**JOURNEYMAN LINEMAN**

The City of Mountain Iron has an immediate opening for the full-time position of Journeyman Lineman. This position reports to the Director of Public Works through the Foreman.

Responsibilities of this position are described in the Journeyman Lineman position analysis.

The position is Job Class 22 at \$25.50 per hour.

Applications will be accepted until 10:00 a.m., February 1, 2009. Submit letter of application to Craig J. Wainio, City Administrator.

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

**COUNCIL LETTER 012109-VA**

**CITY COUNCIL**

**MINELAND RECLAMATION**

**DATE:** January 14, 2009

**FROM:** City Council

Craig J. Wainio  
City Administrator

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As requested, this item is being placed on the agenda to garner possible projects to apply for funding through the IRR mineland reclamation program.

Councilor Roskoski presented the following ideas:

New replacement sidewalk for use by the Mesabi Trail along the north side, east end of Locomotive Street. This was requested for in a previous grant application but the funding never came through.

It's located on State land on the west end of the Wacootah Mine. A safety fence should be erected along the east edge of the cemetery. The entire area should be brushed out. All grave sites should have a metal marked put in place.

## **PURPOSE**

Mineland Reclamation Community Grants support projects that reclaim, restore, enhance or develop areas of the Taconite Assistance Area that have been affected by mining. Additionally, these grants may support projects which further the Laurentian Vision Partnership's mission "...[to] mutually benefit both public and private interests by envisioning and promoting productive post-mining landscapes."

## **I. APPLICANT ELIGIBILITY**

Eligible applicants are local units of government or joint powers boards in the region statutorily defined as the Taconite Assistance Area (TAA) M.S. §273.1341.

## **II. PROJECT ELIGIBILITY**

Projects must be located on land that was disturbed or impacted by mining activities. The land must be publicly owned or leased by a unit of government. The local unit of government must agree to maintain the project upon completion. If more than one project is submitted, clearly prioritize projects in order of importance.

## **III. FUNDING**

It is the intent of Iron Range Resources to limit grant awards to a maximum of \$100,000; however, the agency reserves the right to grant awards higher than this amount should circumstances warrant.

## **IV. EVALUATION AND CRITERIA**

Mineland Reclamation Community grant projects are evaluated by a committee of Iron Range Resources staff and Laurentian Vision Partnership coordinating committee members. Proposals should address the following criteria:

### **(A) SAFETY – Priority #1**

- Mitigation of health and safety issues.

### **(B) COLLABORATION – Priority #2**

- Collaboration of two or more entities.
- The project has documented community support and involvement.
- The project promotes or furthers the Laurentian Vision Partnership's mission, goals or vision.

### **(C) LEVERAGE – Priority #3**

- Grant funds are leveraged by other funding sources.
- Clearly indicate if leveraging funds: the amount, source and whether funds have been received or committed, or if you have a pending application.

### **(D) IMPACT – Priority #4**

- The project has a direct economic impact. Include details on the economic impact: jobs created, increase in tax base, or other impact measures.
- Describe other positive impacts this project may have.
- Describe why you are submitting this project for consideration.

## **V. APPLICATION PROCESS**

Once an applicant has reviewed the eligibility, identified needs, developed a project, demonstrated ability to meet the criteria and secured all necessary local authorizations, a project application must be submitted. Submit completed applications to the Agency address on the front cover of this manual. Application forms are also available on the Iron Range Resources web site at [www.ironrangeresources.org](http://www.ironrangeresources.org). For additional information on the Laurentian Vision Partnership, visit [www.lvpmn.org](http://www.lvpmn.org).

All projects submitted for funding are evaluated on an individual basis. Project funding is subject to Commissioner, Board, and Governor Approval. Projects are reviewed as to how well the criteria in Section IV., Evaluation and Criteria, are addressed.

**Completed applications must be submitted to Iron Range Resources by February 27, 2009.** Grant award announcements are expected in June 2009.

The project application must include:

- 1) A completed Application Cover Sheet, page 3.
- 2) A narrative that describes how the project meets the Safety, Collaboration, Leverage, and Impact criteria as described in Section IV. More than one narrative may be included per page.
- 3) A Project Budget and Timetable, page 4.
- 4) Any other exhibits, project specifications and drawings, reports or studies that support the application.



**A R C H I T E C T U R A L  
R E S O U R C E S • I N C .**

January 7, 2009

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

**MOUNTAIN MANOR APARTMENT REMODEL  
ARI Project # 08-068**

Dear Craig:

Enclosed is Application for Payment #1 from H. G. Harvey Constructors, Inc., in the amount of \$9,215.00 for work done on the above referenced project.

This application is hereby approved for payment by this office.

Sincerely,

ARCHITECTURAL RESOURCES, INC.

Patty Winchester  
Administrative Assistant

pw

enc

cc: H. G. Harvey Constructors, Inc.

**ARCHITECTURE • ENGINEERING • LANDSCAPE ARCHITECTURE • INTERIOR DESIGN**

704 EAST HOWARD STREET • HIBBING, MN 55746  
TEL 218-263-6868 • FAX 218-722-6803  
email:archres@arimn.com • web site:www.arimn.com



**Application and Certificate For Payment**

<b>To Owner:</b> City of Mountain Iron 8586 Enterprise Drive South Mt. Iron, Minnesota 55768	<b>Project:</b> Mountain Manor Apartment Remodel 5700 Mountain Avenue Mt. Iron, Minnesota 55768	<b>Application No:</b> 1 <b>Date:</b> 12/30/08	<b>Period To:</b> 12/30/08  <b>Architect's Project No.:</b> ARI #08-068  <b>Contract Date:</b> 11/13/08
<b>From (Contractor):</b> H. G. Harvey Constructors, Inc. P. O. Box 558 800 Park Avenue Eveleth, Minnesota 55734	<b>Contractor Job Number:</b>  <b>Via (Architect):</b> Architectural Resources, Inc.		
<b>Phone:</b> (218) 744-3344		<b>Contract For:</b> GENERAL CONSTRUCTION	

**Contractor's Application For Payment**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Change orders approved in previous month		(1,500.00)
Total changes approved this month		
<b>Totals</b>		-1,500.00
<b>NET CHANGES by Change Order</b>	-1,500.00	

1. Original contract sum 86,900
2. Net change by change orders -1,500
3. Contract sum to date (Line 1 + Line 2) 85,400
4. Total completed and stored to date 9,700

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for which previous Certificates for Payment were issued and payment received from the owner, and that current payment shown herein is now due.

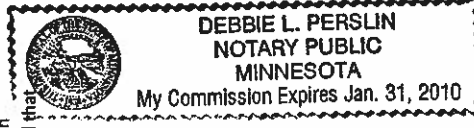
Contractor: **H.G. HARVEY CONSTRUCTORS, INC.**

By: *Richard H. Kelley, Jr.* Date: 12/30/08  
Richard H. Kelley, Jr. Vice President

State of: Minnesota County of: St. Louis

Subscribed and sworn before me this 30 day of December

2008 (year). Notary Public: Debbie L. Perslin



**Architect's Certificate for Payment**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contract is entitled to payment of the Amount Certified.

Architect: \_\_\_\_\_  
 By: *Norman Larson* Date: 1-7-09

Amount Certified: \$ 92,150.00

This Certification is not negotiable. The amount Certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# Application and Certificate For Payment Continuation Sheet

To Owner: City of Mountain Iron      Application No: 1      Date: 12/30/08  
 From (Contractor): H. G. Harvey Constructors, Inc.      Contractor's Job Number:      Period To: 12/30/08  
 Project: Mountain Manor Apartment Remodel      Architect's Project Number: ARI #08-068

Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed & Stored to Date	%	Balance to Finish	Retainage
			Previous Application	This Period					
1	General Conditions	9,000.00		3,200.00		3,200.00	36%	5,800.00	
2	Demolition	8,400.00		8,000.00		8,000.00	95%	400.00	
3	Carpentry	4,700.00				0.00	0%	4,700.00	
4	HN, Wd Dr. Bi-fold, Hdwe	6,600.00				0.00	0%	6,600.00	
5	Gypsum Drywall	10,300.00				0.00	0%	10,300.00	
6	C. Tile, Resilient, Carpet	6,800.00				0.00	0%	6,800.00	
7	Painting	2,100.00				0.00	0%	2,100.00	
8	Shelving	700.00				0.00	0%	700.00	
9	Residential Casework	5,300.00				0.00	0%	5,300.00	
10	Mechanical	20,000.00				0.00	0%	20,000.00	
11	Electrical	13,000.00				0.00	0%	13,000.00	
12	C. O. #1 (Omit Bldg. Permit)	-1,500.00		-1,500.00		(1,500.00)	100%	0.00	
<b>Totals</b>		<b>85,400.00</b>	<b>0.00</b>	<b>9,700.00</b>	<b>0.00</b>	<b>9,700.00</b>	<b>11%</b>	<b>75,700.00</b>	

**COUNCIL LETTER 012109-VIB**

**ED ROSKOSKI**

**101 WEST – POSTAL DELIVERY**

**DATE:** January 14, 2009

**FROM:** Ed Roskoski  
City Councilor

Craig J. Wainio  
City Administrator

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Councilor Roskoski requested this item be placed on the agenda with this background information:

There has been a problem for quite some time with the US Mail delivery in that area. The specific concerns are ... mail never delivered/received, mail being put in wrong patron boxes, mail found along roadsides. These problems should be forwarded by us to the proper officials.

**COUNCIL LETTER 012109-VID**

**PERSONNEL COMMITTEE**

**CLOSED MEETING**

**DATE:** January 14, 2009  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

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The City Council may enter into a Closed Meeting to discuss contract negotiations strategies with AFSCME Local Union #453.

**COUNCIL LETTER 012109-VIE**

**PERSONNEL COMMITTEE**

**LABOR CONSULTANT**

**DATE:** January 14, 2009

**FROM:** Personnel Committee

Craig J. Wainio  
City Administrator

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The City Council may consider the hiring of a labor consultant to assist with contract negotiations with AFSCME Local 453.

COMMUNICATIONS  
JANUARY 21, 2009

1. Iron Range Housing, an invitation to several workshops in the area in January.
2. Mountain Iron-Buhl High School Class of 2009, a request for a donation towards the Chemical Free Graduation Party.



January 2009

Craig Wainio  
City Administrator  
City of Mountain Iron  
8586 Enterprise Dr S  
Mountain Iron, MN 55768

Dear Craig Wainio:

Please accept our invitation to attend one of the Community Housing Action Plan Workshops scheduled for January. Since June the Range Readiness Initiative Housing Work Team has been gathering information on financial and technical resources, and developing five-year goals and strategies for new workforce housing developments and rehabilitation. We are excited to share this resource information with you and provide an opportunity for your community to develop a vision for housing and establish local housing priorities. The workshops will highlight:

- Sub-regional housing five-year goals
- Examples of small community housing development implementation
- New housing and rehabilitation financial resources
- Group activities to identify local housing priorities and action steps

A post session will conclude the workshop with individual technical assistance available for communities and developers with project ideas. Bring along your ideas and share them with area experts.

The enclosed information will assist you in getting the most out of the workshop.

Please invite other community leaders to join you and attend a workshop at one of the listed locations. RSVP by **Tuesday, January 20<sup>th</sup>** by mail using in the enclosed card, phone: #218-529-7535 or #1-800-232-0707 ext. 535 or email: [lsarabia@ardc.org](mailto:lsarabia@ardc.org)

We look forward to seeing you,

Sincerely,

Mary Ives  
Housing Work Team Chair

Enclosures

**Community Housing Action Plan Workshop**

Time: 10:00 a.m. -2:00 p.m. \*lunch is provided

Three Workshop Locations

Grand Rapids- Tuesday, January 27, 2009

Grand Rapids Public Library 140 NE 2<sup>nd</sup> St

Hibbing - Wednesday, January 28, 2009

Hibbing Public Library 2020 5<sup>th</sup> Ave East

Virginia- Thursday, January 29, 2009

Mesabi Range Community College rm C156  
1001 W Chestnut St

\*Please RVSP by **Tuesday, January, 20<sup>th</sup>** with the number of attendees and workshop location.

Mail enclosed postcard,

Phone: 1-800-232-0707 ext.535 or

Email: [lsarabia@ardc.org](mailto:lsarabia@ardc.org)



**Sub-regional Housing Action Plan Workshops  
Community Housing Development Planning Summary**

The **Housing Work Team (HWT)**, a sub-committee of the **Range Readiness Initiative** and a team of **Housing Expeditors** have been working for the past year to increase the housing supply on the Iron Range in anticipation of the unprecedented number of proposed major industrial projects.

The HWT and Expeditors are made up of a diverse group of individuals and agencies that are dedicated to meeting the housing needs of the Iron Range during this time of intense economic expansion. They have been working under the guidance of a recently published Housing Needs Assessment.

**THE IRON RANGE NEEDS 922 TO 1,587 MORE HOUSING UNITS IN THE NEXT FIVE YEARS ACCORDING TO THE HOUSING MARKET ANALYSIS.**

The HWT and Expeditors are focused on advancing the development of new workforce single and multi-family housing developments and rehabilitation of the existing housing stock. *They are counting on Range communities to help achieve ambitious five-year goals.* The goals are broken into sub-region and workforce housing type:

<b>New Owner Occupied Workforce Homes</b>					
<b>Subregion</b>	<b>Western</b>	<b>Central</b>	<b>Quad Cities</b>	<b>East Range</b>	<b>Northeast</b>
<b>Demand</b>	334- to 386	304 to 393	149 to 197	31 to 65	94 to 546
<b>Five-Year Goal*</b>	<b>167</b>	<b>152</b>	<b>75</b>	<b>16</b>	<b>47</b>
<b>New Workforce Rental Unit Goals</b>					
<b>Demand</b>	47 to 99	189 to 244	84 to 112	20 to 99	20 to 257
<b>Five-Year Goal*</b>	<b>40 to 44</b>	<b>60 to 74</b>	<b>60 to 74</b>	<b>40 to 44</b>	<b>40 to 44</b>
<b>Single Family Housing Rehab Goals</b>					
<b>Demand</b>	4,684	6,446	4,418	1,994	1,981
<b>Five-Year Goal*</b>	<b>321</b>	<b>442</b>	<b>308</b>	<b>134</b>	<b>133</b>
<b>Multi- Family Rehab Goals</b>					
<b>Demand</b>	411	724	759	87	122
<b>Five-Year Goal*</b>	<b>52</b>	<b>64</b>	<b>70</b>	<b>24</b>	<b>30</b>
<b>New Owner Occupied Market Rate Home Goals</b>					
<b>Demand</b>	143 to 224	492 to 582	215 to 253	82 to 163	192 to 484
<b>Five-Year Goal</b>	<b>143 to 224</b>	<b>492 to 582</b>	<b>215 to 253</b>	<b>82 to 163</b>	<b>192 to 484</b>
<b>New Market Rate Rental Unit Goals</b>					
<b>Demand</b>	47 to 78	95 to 132	31 to 50	9 to 62	7 to 171
<b>Five-Year Goal</b>	<b>47 to 78</b>	<b>95 to 132</b>	<b>31 to 50</b>	<b>9 to 62</b>	<b>7 to 171</b>
<b>Total Demand</b>	5476 to 5580	7714 to 7858	5373 to 5473	2132 to 2245	2217 to 2906
<b>Total 5-year Goal</b>	<b>584</b>	<b>743 to 57</b>	<b>513 to 527</b>	<b>220 to 224</b>	<b>270-274</b>

\* The goals were developed based on 50 percent of the projected low end housing demand.





THE HOUSING WORK TEAM IS HOSTING WORKSHOPS TO PROVIDE COMMUNITIES WITH THE LATEST INFORMATION ON FINANCIAL RESOURCES AND PROVIDE TIME FOR LOCAL LEADERS TO MEET WITH TECHNICAL ASSISTANCE PROFESSIONALS AND DEVISE THEIR LOCAL HOUSING VISION OR RECEIVE INPUT ON THEIR PROJECT IDEAS.

### Sub-regional Housing Workshop Objectives

The workshops held through the region in late January will provide community leaders with:

1. An opportunity to develop a community housing vision and establish local housing priorities
2. Guidance through sharing of local and regional best practices and examples of successful workforce housing development and rehabilitation.
3. Information and background on technical and financial assistance/resources available for housing development and rehabilitation
4. Technical and financial resource personnel available to community representatives
5. Encouragement to implement housing strategies and establish partnerships to help address local housing needs

#### Highest Priority Housing Needs

##### New Owner Occupied Workforce Homes

HWT will focus on entry and moderate priced homes along with affordable and subsidized housing. On the Iron Range, an entry level home price is around \$125,000 and a moderate level home price is between \$125,000-\$175,000.

##### New Workforce Rental Units

HWT will focus on assisting communities with the development of subsidized and affordable rental units because of the need for multiple partners to implement these unit types. On the Iron Range, the subsidized monthly rental rate is typically \$375 and below. Affordable rental rates are between \$375-\$625 per month. The market rental rate is \$625 and over.

##### Owner Occupied Housing Rehabilitation

Current Regional housing stock is divided into four repair categories for rehabilitation purposes. These areas for housing repair include; minor and major home repairs, and dilapidated and functionally obsolete houses. Homeowners and local entities have access to grants, loans and deferred loans to assist in rehabilitation projects.

##### Rental Unit Rehabilitation

Substandard multi-family rental units need to be rehabilitated by the property owner to ensure quality rental units meet the needs of tenants. Rehabilitation of multi-family subsidized and affordable rental units is a focus of the Range Readiness Initiative Housing Work Team.

#### Community Housing Action Plan Workshop

**Time:** 10:00 a.m. -2:00 p.m. \*lunch is provided

#### Three Workshop Locations

Grand Rapids- Tuesday, January 27, 2009  
Grand Rapids Public Library 140 NE 2<sup>nd</sup> St

Hibbing - Wednesday, January 28, 2009  
Hibbing Public Library 2020 5<sup>th</sup> Ave East

Virginia- Thursday, January 29, 2009  
Mesabi Range Community College rm C156  
1001 W Chestnut St

\*Please RVSP by Tuesday, January, 20th with the number of attendees and workshop location.

Mail enclosed postcard,  
Phone: 1-800-232-0707 ext.535 or  
Email: lsarabia@ardc.org

The Housing Work Team is a committee of the Range Readiness Initiative ([www.rangereadiness.com](http://www.rangereadiness.com)). The Housing Expeditor Team is administered by the Arrowhead Regional Development Commission ([www.ardc.org](http://www.ardc.org)).

# MOUNTAIN IRON-BUHL HIGH SCHOOL



**CLASS OF "2009"**

**Dear Business person/ Area Organization:**

As parents of the Mountain Iron-Buhl Class of 2009, we will be honoring our graduating seniors with....

## **THE 22<sup>ND</sup> ANNUAL ALL-NIGHT CHEMICAL FREE GRADUATION PARTY**

The great success which we have achieved in the past has been made possible by your contribution. We again extend this invitation for you to participate in a rewarding project. This provides our graduates with an alternative choice of celebration...

### **"A CHEMICAL FREE GRADUATION PARTY"**

If you wish to make a tax deductible donation in the form of merchandise, gift certificate, or cash, please contact our treasurer listed below. Cash donations are used to purchase decorations, games, entertainment, and prizes.

Through your donations, we all take part in the prevention of tragedies. It is truly an investment in the graduates' futures.

Thank you for helping us make this a safe and memorable night for our graduates, your generosity is greatly appreciated.

**THE MI-B CLASS OF 2009 APPRECIATES YOUR SUPPORT!**

**MaryLynn Golobich-Treasurer  
5417 Daisy Avenue  
Virginia, MN 55792  
218-749-5080**

Please make checks payable to *MIB High School Grad Party*