

MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, FEBRUARY 2, 2004 - 6:30 P.M.  
A G E N D A

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the January 20, 2003, Regular Meeting (#1-10)
  - B. Minutes of the January 13, 2003, Committee-of-the-Whole Mtg. (#11-12)
  - C. Bills and Payroll
  - D. Receipts
  - E. Communications (#35-44)
- III. Public Forum
  - A. Laurentian Arts and Cultural Alliance
- IV. Committee and Staff Reports
  - A. Mayor's Report
    - 1. Great River Energy Bicycle Festival (#13-15)
  - B. City Administrator's Report
    - 1. Mesabi Humane Society Contract (#16-20)
  - C. Director of Public Work's Report
  - D. Director of Parks and Recreation's Report
  - E. Fire Department
    - 1. Fire Apparatus Bids
    - 2. Arrowhead Regional Meeting Authorization
    - 3. Training
  - F. City Engineer's Report
    - 1. Pay Request – Parking Lot Paving (#21-22)
    - 2. Mesabi Trail Plans (#23)
  - G. Personnel Committee
    - 1. Early Retirement Proposal (#24-26)
- V. Unfinished Business
- VI. New Business
  - A. Conference Request (#27-30)
  - B. Ann's Acres Street Lighting (#31)
  - C. Reschedule Next Meeting (#32)
  - D. Wastewater Treatment Plant (#33)
  - E. ATV Trail System Grant (#34)
  - F. Communications (#35-44)
- VII. Open Discussion
- VIII. Announcements
- IX. Adjourn

# Denotes page number in packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
JANUARY 20, 2004

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Allen Nelson, Dale Irish, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Forseen, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; Sam Aluni, City Attorney; and Rod Flannigan, Benchmark Engineering.

It was moved by Nelson and supported by Prebeg that the consent agenda be approved as follows:

1. Add the following item to the agenda:  
V. F. Library Liaison Report
2. Approve the minutes of the January 5, 2004, City Council 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 January 1-15, 2004, totaling \$128,817.45, (a list is attached and made a part of these minutes).
5. To authorize the payment of the bills and payroll for the period January 1-15, 2004, totaling \$189,068.39, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, Greg French, representing SEH Engineering, was present and wanted to personally thank the City Council for allowing SEH Engineering to present a proposal for engineering services.

At 6:31 p.m., Larry Nanti, Director of Parks and Recreation, entered the meeting.

It was moved by Nelson and supported by Prebeg to appoint Benchmark Engineering, Inc. as City Engineer for 2004 with the construction and engineering costs not to exceed 16% and that Benchmark Engineering would present a letter to the City stating the 16% maximum. The motion carried on the following roll call vote: Nelson, yes; Irish, yes; Roskoski, yes; Prebeg, abstain; and Skalko, yes.

It was moved by Roskoski and supported by Irish to appoint Sam Aluni, The Trenti Law Firm, as the City's primary attorney for everyday types of legal work and appoint Larry C. Minton, Ltd. as the secondary firm to handle issues that the primary firm can not handle. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and supported by Roskoski to appoint Walker Giroux and Hahne for the 2003 audit and to implement GASB 34. The motion carried on the following roll call vote: Roskoski, yes; Prebeg, yes; Nelson, no; Irish, yes; and Skalko, yes.

The Mayor reported to the Council regarding an article that was in the Duluth newspaper regarding proposals to lower the mining production tax. He emphasized that if the proposal does become law, the city would lose a significant amount of funding.

It was moved by Prebeg and supported by Nelson to set a public hearing for March 1, 2004 at 6:30 for the Floodplain Ordinance Amendment and the Shoreland Ordinance Amendment. The motion carried.

It was moved by Nelson and supported by Irish to approve the off-site gambling application for March 11, 2004, at the Mountain Iron Community Center for Chicagami. The motion carried.

The Administrator advised the Council that the Personnel Committee had a brief meeting tonight to discuss the early retirement buyout with the union. He said that a proposal should be submitted at the next regular meeting.

The Administrator said that a meeting with the Mountain Iron-Buhl School District, to discuss the land, would be set.

It was moved by Nelson and supported by Prebeg to authorize the Director of Public Works to forward the notice of violation reply letter, as presented to the City Council, to the appropriate authority. The motion carried.

It was moved by Roskoski and supported by Skalko to direct Benchmark Engineering to prepare a roster of grants available for the Heather Avenue Drainage Project. The motion carried.

Councilor Nelson asked if the Utility Advisory Board had met yet to discuss the recycling situation by the Nichols Hall. The Director of Public Works said that the Utility Advisory Board would be meeting next Tuesday and on the agenda would be options for the brush pile by the City Garage and the recycling situation by Nichols Hall. Following their meeting, it would be on the second City Council meeting agenda in February.

Councilor Roskoski asked the Director of Public Works if he had spoken with the City of Virginia regarding the plowing arrangements at the Cemetery. The Director of Public Works said that he would contact the City of Virginia.

Councilor Roskoski asked the Director of Public Works what the cause of the waterline break in the Centennial area was. The Director of Public Works stated that it was a frozen hydrant.

Councilor Roskoski said that someone told him that there was a video camera that you televise the City sewers, which the City could use for free. The Director of Public Works stated that there are cameras available from the Minnesota Rural Water Association and the Minnesota Pollution Control Agency. The Director of Public Works stated that the camera is currently in Mountain Iron.

It was moved by Skalko and supported by Prebeg to authorize the Director of Parks and Recreation to submit the community advertisement to be published in the special edition of the Mesabi Daily News as a cost of \$576.80. The motion carried unanimously on a roll call vote.

The Mayor requested that the Director of Parks and Recreation update the Parks and Recreation Board regarding comments he made about moving the South Grove Central Park to be incorporated with the Park at the southern end of South Grove. He wanted it made clear that this was just an idea to work with.

Councilor Roskoski questioned the Director of Parks and Recreation regarding order items for the Wacootah Overlook. The Director stated that he was currently getting prices on items for the Overlook.

The Director of Parks and Recreation advised the City Council that there would be a meeting Thursday night at 6:00 p.m. with the Downtown Committee and an Equipment Representative to discuss the purchase of the playground equipment.

The Director of Parks and Recreation advised the City Council that he had Merritt Days Committee meeting prior to the City Council meeting.

The City Attorney updated the City Council on the Bon Air issue. He said that, by agreement, Harry's Bon Air, Inc. agreed to allow a judgment to be entered against the corporation, which would be a lien against the real estate. He further stated that they are proceeding to make a claim against the insurance companying to obtain insurance for the Bon Air and if their claim is paid, then the City would get paid for the demolition costs.

It was moved by Irish and supported by Roskoski to direct the City Attorney to work with City Staff and U. S. Steel for a proposal, in writing, for a land exchange for cleanup of the remediation of the open dump site. And further, that once the clean up of the site is completed that if the City wants the land, that it be transferred to the City at no cost. The motion carried.

The Council discussed the conversion of the Mountain Iron Housing and Redevelopment Authority to an Economic Development Authority. The City Attorney said that all debts would transfer to the new Economic Development Authority and if there was a default, it would be the responsibility of the City.

Councilor Roskoski informed the City Council that Mrs. Luoma would be going on medical leave shortly. The Library Board requested that all correspondence regarding the Library be submitted to Mrs. Luoma and Mrs. Kostich. Councilor Roskoski also said that the Library Board requested that an addendum be added to the Library roof project to add opening up the sky light in the ceiling or adding lights to make it look like a sky light.

It was moved by Roskoski and supported by Irish to approve the plans and specifications and authorize the bidding for the library roof repairs with an addendum be added to the project to open up the sky light in the ceiling or adding lights to make it look like a sky light. And further, to include bids on both asphalt roofing and simulated tile. The motion carried with Nelson voting no.

It was moved by Skalko and supported by Irish to direct City Staff to apply for the Public Library Accessibility Grant, with the City Administrator in charge of the application preparation working closely with the Mayor, the Library Director, and the Library Board with the deadline being April 26, 2004. And further, that the Library Board reviews the completed grant before it is submitted. The motion carried with Nelson voting no.

The Administrator updated the City Council regarding the Community Development Block Grant for inflow. He said that the City has the first installment of \$45,000 with individual grants be awarded up to \$1,000 as a one for one matching grant to improve the inflow and infiltration to the City's system. He said that City Staff is in the process of putting together a marketing plan to inform the residents of Mountain Iron.

It was moved by Nelson and supported by Prebeg to adopt Resolution Number 01-04, authorizing the sale of property, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Nelson and supported by Prebeg to adopt Resolution Number 02-04, authorizing the grant application to the Secretary of State for funding election assistance for individuals with disabilities, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Skalko and supported by Irish that the City Staff take up to \$25,000, as budgeted in the 2004 Capital Improvement Fund, to purchase playground equipment for the Downtown Park. And further, that the equipment be installed prior to the 2004 Merritt Days Celebration. The motion carried on the following roll call vote: Nelson, no; Irish, yes; Roskoski, yes; Prebeg, no; and Skalko, yes.

It was moved by Nelson and supported by Prebeg that, for any future openings or vacancies on any boards, advisory boards, commissions, or authorities, that the openings or vacancies be advertised to the residents of Mountain Iron and if they are interested in serving that they fill out an application. The motion carried with Councilor Roskoski voting no.

It was moved by Roskoski and supported by Irish that any and all General Fund monies left over in the 2003 Budget, except any Enterprise Funds, be transferred to the 2004 Capital Outlay Budget, after the 2003 audit has been completed. After further discussion, Roskoski amended his motion to change the transfer from the 2004 Capital Outlay Budget to the Capital Improvement Fund. Irish supported this amendment. The amended motion carried with Councilor Nelson voting no.

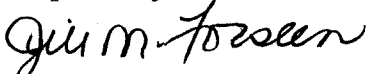
Councilor Roskoski asked the City Administrator if someone from the City should attend the JOBZ session in Hibbing on January 27<sup>th</sup>. The City Administrator said that the Arrowhead Regional Development Commission would be holding another information workshop that would be better to attend.

During the open discussion, Councilor Irish asked the Administrator if there might be a grant available from the USDA for an automatic entrance door for Mountain Manor. The Administrator said that he would put that item on the next Housing and Redevelopment Authority agenda.

Also during the open discussion, the City Engineer thanked the City Council for the re-appointment as City Engineer and all 25 families that their business supports. He said that Mountain Iron is a crucial client to them.

At 8:06 p.m., it was moved by Roskoski and supported by Nelson that the meeting be adjourned. The motion carried.

Respectfully submitted:



Jill M. Forseen, CMC/MMCA  
Municipal Services Secretary

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

#### COMMUNICATIONS

1. Paul Tynjala, Deputy Auditor/Clerk of County Board for Saint Louis County, requesting information regarding the use of the Community Center for a County Board meeting on July 27, 2004.
2. Ross Wagner, Economic Development & Forest Industry Coordinator, an e-mail advising the City of a JOBZ session on Tuesday, January 27<sup>th</sup> at the Hibbing Park Inn.
3. Senator Yvonne Prettner Solon, an invitation to a Town Hall meeting with the Senate Health, Human Services and Corrections Budget Division on January 27, 2004, at the DECC in Duluth.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	116,442.60
MISCELLANEOUS	REIMBURSEMENTS	678.22
METER DEPOSITS	ELECTRIC	650.00
BUILDING RENTALS	COMMUNITY CENTER	25.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	700.00
MISCELLANEOUS	NEW YEAR'S EVE PARTY	235.00
CAMPGROUND RECEIPTS	FEES	75.00
CD INTEREST	CD INTEREST 101	2,163.01
CD INTEREST	CD INTEREST 301	1,470.86
CD INTEREST	CD INTEREST 376	165.28
CD INTEREST	CD INTEREST 378	524.92
CD INTEREST	CD INTEREST 602	301.53
CD INTEREST	CD INTEREST 603	1,528.53
CD INTEREST	CD INTEREST 102	97.82
CD INTEREST	CD INTEREST 103	2,396.04
CD INTEREST	CD INTEREST601	358.69
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	263.12
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	626.83
LICENSES	ANIMAL	10.00
BUILDING RENTALS	NICHOLS HALL	35.00
MISCELLANEOUS	CHECK RETURN FEE	20.00
MISCELLANEOUS	ASSESSMENT SEARCHES	50.00
<b>Summary Totals:</b>		<b>128,817.45</b>

Check Issue Date(s): 01/10/2004 - 01/23/2004

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/04	01/12/2004	29410	1205	MIB QUARTERBACK CLUB	002-20200	100.00
01/04	01/15/2004	29411	130011	MOUNTAIN IRON POSTMASTER	002-20200	284.80
01/04	01/21/2004	29412	10013	A T & T INFORMATION SYSTEMS	002-20200	86.79
01/04	01/21/2004	29413	10008	AIRGAS NORTH CENTRAL	002-20200	84.17
01/04	01/21/2004	29414	1070	ALLEN MILLER	002-20200	71.14
01/04	01/21/2004	29415	130017	AMERICAN BANK	002-20200	165.13
01/04	01/21/2004	29416	10036	AMERICAN LIBRARY PREVIEW	002-20200	42.65
01/04	01/21/2004	29417	10021	ARROWHEAD LIBRARY SYSTEM	002-20200	250.00
01/04	01/21/2004	29418	20022	BENCHMARK ENGINEERING INC	002-20200	1,925.93
01/04	01/21/2004	29419	20014	BORDER STATES ELECTRIC SUPPLY	002-20200	1,091.35
01/04	01/21/2004	29420	20007	BP	002-20200	2,715.77
01/04	01/21/2004	29421	30061	CELLULARONE	002-20200	449.56
01/04	01/21/2004	29422	220003	CITY OF VIRGINIA	002-20200	73.10
01/04	01/21/2004	29423	30053	CONSOLIDATED TRADING COMPANY	002-20200	648.14
01/04	01/21/2004	29424	1068	DANIELLE MILADIN	002-20200	150.00
01/04	01/21/2004	29425	40018	DEPT. OF NATURAL RESOURCES	002-20200	534.30
01/04	01/21/2004	29426	40030	DULUTH CLINIC	002-20200	40.00
01/04	01/21/2004	29427	1066	GREG OVEN	002-20200	50.00
01/04	01/21/2004	29428	70029	GUARDIAN PEST CONTROL INC	002-20200	54.10
01/04	01/21/2004	29429	80022	HAWKINS INC	002-20200	326.75
01/04	01/21/2004	29430	80002	HILLYARD	002-20200	177.49
01/04	01/21/2004	29431	90002	INGRAM BOOK COMPANY	002-20200	208.52
01/04	01/21/2004	29432	90003	INTERSTATE COMPANIES INC	002-20200	167.06
01/04	01/21/2004	29433	120006	L & M SUPPLY	002-20200	601.50
01/04	01/21/2004	29434	120002	LAWSON PRODUCTS INC	002-20200	601.08
01/04	01/21/2004	29435	1071	LE VU	002-20200	81.75
01/04	01/21/2004	29436	120003	LEAGUE OF MINNESOTA CITIES	002-20200	6,222.60
01/04	01/21/2004	29437	1067	LINDA FROEN	002-20200	50.00
01/04	01/21/2004	29438	130032	MANNEYS SHOPPER INC	002-20200	42.00
01/04	01/21/2004	29439	130004	MESABI DAILY NEWS	002-20200	1,168.85
01/04	01/21/2004	29440	130008	MINNESOTA MUNICIPAL UTILITIES	002-20200	5,298.63
01/04	01/21/2004	29441	130009	MINNESOTA POWER	002-20200	558.00
01/04	01/21/2004	29442	130070	MORGAN-TACONITE OIL COMPANY	002-20200	211.86
01/04	01/21/2004	29443		Information Only Check	002-20200	.00 V
01/04	01/21/2004	29444	130015	MT IRON WATER AND LIGHT DEPT	002-20200	11,782.26
01/04	01/21/2004	29445	140012	NATIONAL GEOGRAPHIC SOCIETY	002-20200	15.90
01/04	01/21/2004	29446	1069	NICOLE TURENK & CHET DICKSON	002-20200	7.66
01/04	01/21/2004	29447	140052	NORTHEAST SERVICE COOPERATIVE	002-20200	5,724.36
01/04	01/21/2004	29448	150014	ONE CALL CONCEPTS INC	002-20200	1.55
01/04	01/21/2004	29449	160003	PERPICH TV & MUSIC INC	002-20200	58.53
01/04	01/21/2004	29450	170007	QUILL CORPORATION	002-20200	195.65
01/04	01/21/2004	29451	170001	QWEST	002-20200	378.64
01/04	01/21/2004	29452	180027	RANGER FIRE PROTECTION	002-20200	723.39
01/04	01/21/2004	29453	190003	SARANEN AUTO	002-20200	80.85
01/04	01/21/2004	29454	190068	SATELLITE SHELTERS INC	002-20200	185.31
01/04	01/21/2004	29455	1072	SEAN TRELOAR	002-20200	350.00
01/04	01/21/2004	29456	190018	SPRAY MART PRESSURE SUPPLY	002-20200	119.44
01/04	01/21/2004	29457	190002	ST LOUIS COUNTY AUDITOR	002-20200	4,569.12
01/04	01/21/2004	29458	190016	ST LOUIS COUNTY AUDITOR	002-20200	340.73
01/04	01/21/2004	29459	190033	STAR TRIBUNE	002-20200	89.70
01/04	01/21/2004	29460	200020	THE TRENTI LAW FIRM	002-20200	4,625.72
01/04	01/21/2004	29461	200028	TRI CITIES BIOSOLIDS DISPOSAL	002-20200	4,757.40
01/04	01/21/2004	29462	210001	UNITED ELECTRIC COMPANY	002-20200	2,086.81
01/04	01/21/2004	29463	210031	USS REAL ESTATE	002-20200	375.08
01/04	01/21/2004	29464	220004	VIRGINIA DEPARTMENT OF PUBLIC	002-20200	30,991.38
01/04	01/21/2004	29465	230027	WELLS FARGO BANK	002-20200	62.50
01/04	01/21/2004	29466	230004	WENCK ASSOCIATES INC	002-20200	597.70

M = Manual Check, V = Void Check



Check Issue Date(s): 01/10/2004 - 01/23/2004

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/04	01/21/2004	29467	230028	WISCONSIN ENERGY CONSERVATION	002-20200	37.12
01/04	01/21/2004	29468	240001	XEROX CORPORATION	002-20200	801.03
01/04	01/21/2004	29469	250001	YOUNG ADULT RESOURCES	002-20200	81.35

Totals:

93,572.20

Payroll-PP ending 1/16/04 86,851.27  
Electronic Transfer-Sales Tax 8,644.85  
TOTAL EXPENDITURES \$189,068.39



# 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 01-04

### AUTHORIZING THE SALE OF CERTAIN PROPERTY

**WHEREAS**, the City Council has heretofore determined that it is beneficial to the City of Mountain Iron to convey certain property to Range Regional Health Services (d/b/a University Medical Center-Mesabi), a Minnesota nonprofit corporation.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA**, that the Mayor and City Administrator execute the deed to convey to Range Regional Health Services d/b/a University Medical Center-Mesabi, a Minnesota corporation, all of the interest of the City of Mountain Iron, including without limitation, its interest under Final Certificate Number 415498 as amended by Document Number 443022 pursuant to Quit Claim Deed Document Number 662789 in and to the real property in St. Louis County, Minnesota, described as follows:

Lot 1 Block 3, West Mountain Iron Expressway Development, Saint Louis County, State of Minnesota, in accordance with the plat on file in the St. Louis County Records Office.

**DULY ADOPTED BY THE CITY COUNCIL THIS 20<sup>TH</sup> DAY OF JANUARY, 2004.**

ATTEST:

  
\_\_\_\_\_  
City Administrator

  
\_\_\_\_\_  
Mayor Gary Skalko



# 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 02-04

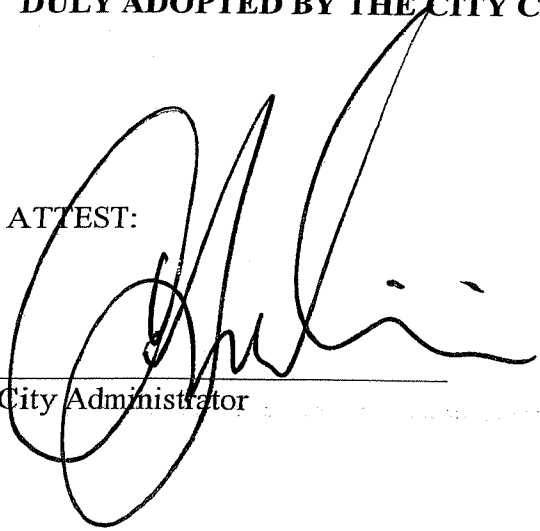
### AUTHORIZING SUBMISSION OF GRANT APPLICATION

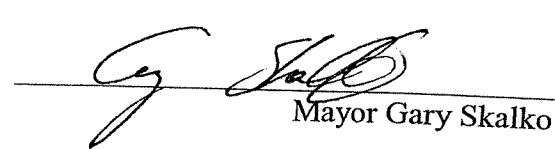
**BE IT RESOLVED BY THE MOUNTAIN IRON CITY COUNCIL**, that the City of Mountain Iron hereby supports the submission of grant application to the Minnesota Secretary of State for the program entitled Election Assistance for Individuals with Disabilities.

**BE IT FURTHER RESOLVED BY THE MOUNTAIN IRON CITY COUNCIL**, that the Mayor and City Administrator are authorized to execute and sign any agreements and any amendments hereto as are necessary to implement the project on behalf of the City of Mountain Iron

**DULY ADOPTED BY THE CITY COUNCIL THIS 20<sup>TH</sup> DAY OF JANUARY, 2004.**

ATTEST:

  
\_\_\_\_\_  
City Administrator

  
\_\_\_\_\_  
Mayor Gary Skalko

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING  
JANUARY 13, 2004

The Mayor called the meeting to order at 6:03 p.m. with the following members present: Joe Prebeg, Jr., Dale Irish, Ed Roskoski and Mayor Gary Skalko. Absent member included: Allen Nelson. Also present were: Craig J. Wainio, City Administrator; Jill M. Forseen, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; Larry Nanti, Director of Parks and Recreation; and Joe Stewart, Sheriff's Sergeant.

Also present: Alan Stanaway, Library Board; Larry P. Johnson, Housing and Redevelopment Authority member; Michael Lambert, Housing and Redevelopment Authority member; and Gary Giroux, 2003 City Auditor.

The Mayor stated the he felt that the Mountain Iron Housing and Redevelopment Authority should actually become an Economic Development Authority (EDA). He reviewed the proposal with the City Council members. He said that section Section 2.02, Members; Appointment; Terms.....Thereafter, all members shall be appointed for six-year terms. *The remaining portion of this section should be eliminated.*

There was discussion with the Housing and Redevelopment Authority members present and the City Council regarding if the Council changed to an HRA/EDA, what the HRA (EDA) could do without Council approval.

The Mayor stated that the proposed changes from the HRA to the EDA would be very little. Councilor Roskoski stated that he would like to see more City Council control over the Economic Development Authority finances.

The Mayor requested that the Council reviewed and critique the proposed resolutions for changing the Mountain Iron Housing and Redevelopment Authority to the Mountain Iron Economic Development Authority for further action by the City Council.

At 6:25 p.m., Councilor Nelson entered the meeting.

Councilor Irish stated that if the Mountain Iron Housing and Redevelopment Authority were dissolved, would the Economic Development Authority still be responsible for the loan on the Mountain Manor if it defaulted.

The City Council requested that the Mountain Iron Housing and Redevelopment Authority members review the proposed resolution for the HRA/EDA and make recommendations to the City Council.

At 6:45 p.m., Ray Saari, Planning and Zoning Commission member, entered the meeting.

The Council reviewed the following requests for proposals:

AUDITING SERVICES

Walker, Giroux, and Hahne, LTD

Larson, Allen, Weishair & Company, LLP

Virchow, Krause and Company, LLP

LEGAL SERVICES

The Trenti Law Firm  
Larry C. Minton, Ltd.

ENGINEERING SERVICES

Benchmark Engineering, Inc.  
Short, Elliott, Hendrickson, Inc.  
LHB Engineers & Architects  
TKDA Engineers, Architects, Planners  
RLK Kuusisto, Ltd.

Gary Giroux, representative from Walker, Giroux, and Hahne, Ltd. presented a letter to the City Council regarding the auditing firm implementing GASB 34 requirements in the City for 2003. He stated that the City is not required to have this completed until December 31, 2004, but if the Council would like this completed their firm could complete it for \$3,000 additional on their proposal with a total proposal of \$18,200.

At 7:15 p.m., Rod Flannigan, Benchmark Engineering, entered the meeting.

The Council discussed the engineering fees with Mr. Flannigan being at a not to exceed amount of 16% with Benchmark Engineering.

At 7:23 p.m., Councilor Roskoski left the meeting.

At 7:25 p.m., Councilor Roskoski returned to the meeting.

The Council discussed the appointment of the City Attorney. Councilor Roskoski recommended appointing both because the Trenti Law Firm were unable to offer assistance to the City Council regarding personnel issues.

The Council briefly reviewed the Capital Improvement Plan for 2004-2008.

The City Administrator outlined the approved 2004 Capital Outlay Budget for the Council.

Councilor Irish requested a copy of the Capital Improvement Plan and the 2004 Approved Capital Outlay budget.

At 8:09 p.m. the Mayor adjourned the meeting.

Respectfully submitted:



Jill M. Forseen, CMC/MMCA  
Municipal Services Secretary



## Great River Energy Bicycle Festival

Gary Cerkvenik, Chair—Organizing Committee  
Mesabi Trail Time Trial & Iron Range Road Race

7226 Sand Lake Road

Britt, Minnesota 55710

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

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

218-749-0520 c

218-741-0139 w

[gcerk@lcp2.net](mailto:gcerk@lcp2.net)

January 16, 2004

Mayor Gary Skalko  
City Hall  
8586 Enterprise Drive  
Mt. Iron, MN 55768

Dear Mayor Skalko:

On behalf of the Minnesota Bike Festival, Inc., we respectfully request the assistance of the City of Mt. Iron during the Great River Energy Bike Festival on June 9-10, 2004.

There are some changes in 2004. First, the women's time trial will be the afternoon of June 9<sup>th</sup>, and once again the racers will compete against the clock from Gilbert to Virginia on the Mesabi Trail. Second, the men's time trial will begin at 8:30 am on the same route under the same conditions. Third, the Iron Range Road Race will start and end in Virginia and travel through Mt. Iron extensively for both men and women in 2004. To that end, the attached map represents our proposed route and we would request the City cooperate with the St. Louis County Sheriff, the Minnesota State Patrol, and the Minnesota Department of Transportation as the race travels through Mt. Iron. Women's racing will begin about 2 pm and finish at 4:45 pm, with the men starting at about 4:00 pm and finishing at 7:30 pm.

Specifically, we would request no parking along county 708 and 102 through old town Mt. Iron during the afternoon of the race. We will be operating a rolling enclosure, so there will be minimal impact on traffic. For safety reasons, it is important to have wide lanes for traffic to pull over as the race comes through, and therefore no parking is necessary on the route. It will be most important in 2004 to also have use of the City's barricades and cones to assist in traffic control. We plan on working out the details with the sheriff and various city departments. We would also need the following in 2004, if possible:

1. Waiver of the fee to use the Mt. Iron Community Center for the Official Race Pasta feed on June 9<sup>th</sup>.
2. Use of the City Council Chambers for the race manager's meetings on June 9 and 10.

The Mt. Iron Community Center pasta feed in 2003 was a great success, and we thank you for your past support of professional bike racing on the Iron Range!

Please let me know the appropriate time to appear before the city council for their consideration.

Sincerely,



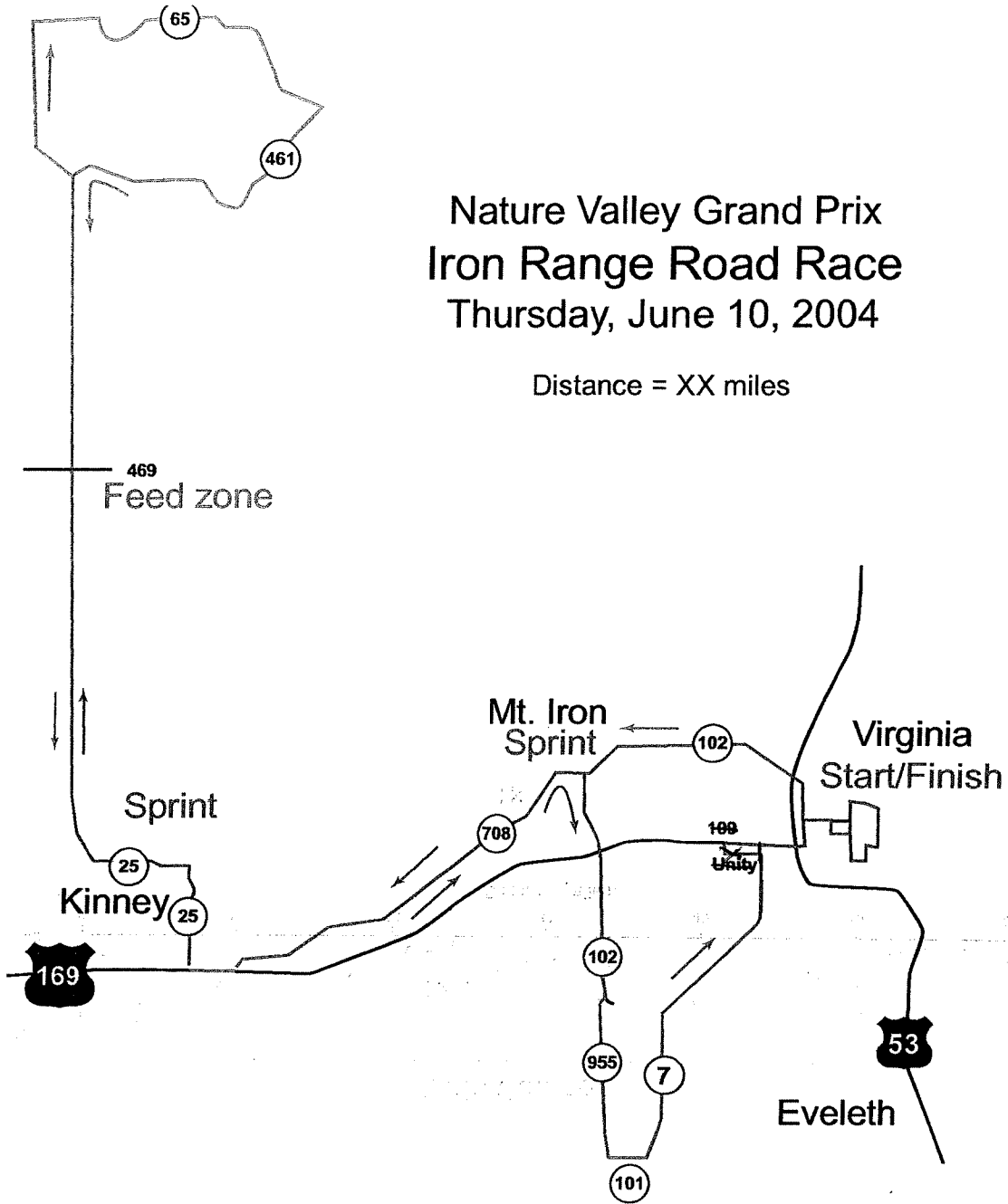
Gary Cerkvenik

Chair, Local Organizing Committee

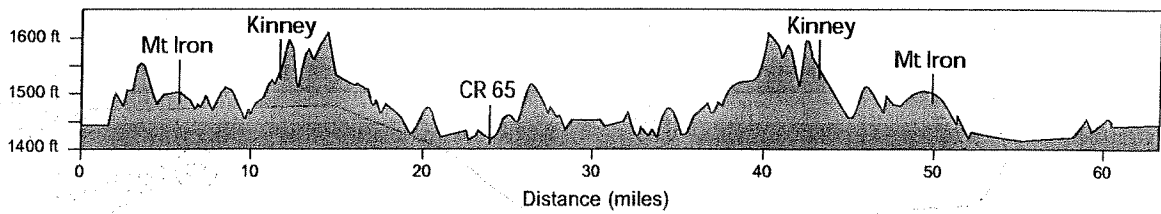
# Nature Valley Grand Prix Iron Range Road Race

Thursday, June 10, 2004

Distance = XX miles



## Main Course







# Mesabi Humane Society

2305 Southern Drive • Virginia, MN 55792 • 218-741-7425

January 13, 2004

City of Mt. Iron  
8585 Enterprise Drive South  
Mt. Iron, MN 55734

Dear Mayor and City Council,

Enclosed is the animal control contract for the year 2004/2005. This contract runs from February 1, 2004, through January 31, 2005. Please note that with this contract your city receives a full 100% service. Calls are generally responded to within ten minutes or less. It is not stated in the Animal Control contract but we do help to enforce all of the cities ordinances pertaining to animals. We respond to barking dog's complaints, animals that have bitten or attacked another animal or person. We issue city pet licenses and make sure animals are current on their rabies vaccination, which is a state law. We work closely with local police/sheriff officers in these matters.

We will continue to provide twenty-four hour on call emergency service to your city for no additional charge. We believe strongly in this program and will promise to continue providing the residents of your city with the best possible humane service.

Enclosed is an animal control year-end summary of your city.

If you have any questions please feel free to contact me at 218-741-7425

Thank you,

Sincerely,

Mary Peliska, Administrator  
Mesabi Humane Society/Range Animal Center

## ANIMAL CONTROL SUMMARY

### IN ADDITION TO REGULAR PATROLLING HOURS, TIME IS SPENT EACH WEEK ON:

1. RESPONDS TO ANIMAL COMPLAINTS
2. PICKS UP ANIMALS THAT PEOPLE CALLED AND SAID THAT THEY FOUND OR THAT THEY SEE RUNNING AT LARGE
3. RESPONDS TO CALLS FROM THE CITIES POLICE DEPARTMENT, REGARDING DOG BITES, ETC.
4. PUTS UP ANIMAL POSTINGS FOR IMPOUNDED ANIMALS
5. DOES FOLOW-UP ON ANIMAL COMPLAINTS
6. RUNS TO VETERINARIANS OFFICE WHEN NEED BE
7. RESPONDS IF NECESSARY TO AFTER HOUR EMERGENCY CALLS

### THE ANIMAL CONTROL OFFICERS DUTIES ALSO INCLUDE EACH DAY:

1. CLEANING OF ANIMAL KENNELS
2. GIVING MEDICATIONS IF NEEDED
3. PAPERWORK-ANIMAL POSTING, COMPLAINT FORMS AND ANIMAL RELEASE FROMS

\*WITH THREE ANIMAL CONTROL OFFICERS ON STAFF. HENRY MOBERG AND DAVID PAPIN AND ONE APPOINTED ASSISTANT ANIMAL CONTROL OFFICER. HENRY IS A CERTIFIED ST.LOUIS COUNTY ANIMAL CRUELTY INVESTIGATOR. WHICH MEANS HE RESPONDS TO REPORTS OF ANIMAL NEGLECT AND ABUSE IN THE CITIES WHICH WE CONTRACT FOR ANIMAL CONTROL

Mesabi Humane Society  
Range Animal Center  
2305 Southern Drive  
Virginia, Mn. 55792  
(218) 741-7425

---

Date: 1-14-04

City of: MT. Iron

Animals taken in (dates) 2003

Dogs: 27      Cats: 30      Other: 1

Total: 58

Animal Complaints: 56

Animals running at large, barking dogs, cruelty, animals in gardens, animal bites, etc.

Patrolling Hours: 454

Responded to emergency (after hour) calls: 23

---

Notes:

This Report does not include January 2004

# Contract for Service

This contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the Mesabi Humane Society, owner of the Range Animal Center, 2305 Southern Drive, Virginia, Minnesota 55792, hereinafter referred to as the Mesabi Humane Society and the City of Mt. Iron Minnesota. Hereinafter referred to as the Municipality.

- WHEREAS, the Municipality is in need of shelter and care of animals found within the city limits and in need of an animal control program and service; and  
WHEREAS, The Humane Society has a facility and is qualified and licensed to provide such care and shelter and animal control services; and  
WHEREAS, the Municipality wishes to purchase these services from the Mesabi Humane Society in accordance with this contract;  
THEREFORE, in consideration of the mutual covenants contained herein, it is agreed and understood as follows:

## I. Term

The term of this contract shall be from February 1, 2004 through January 31, 2005.  
to be reviewed for revisions by both parties at three month intervals in order for this animal control service and program to best serve both the Municipality and the Mesabi Humane Society.

## II. Basic Services

The Mesabi Humane Society agrees to provide the following services:

1. Shelter and care for animals that are picked up in the limits of the Municipality by the Humane Society Animal Control Officer.
2. Shelter and care for stray/free-roaming animals that are brought to the shelter by residents of the Municipality on a volunteer basis.
3. Pick up and transport animals from the Municipality to the shelter during normal business hours, being 8:00 a.m. to 4:30 p.m. upon request of the appropriate Municipality officials.
4. The Animal Control Officer will patrol the Municipality in the Animal Control Officer's identified vehicle at random times during the week to check for and pick up any free-roaming animals within the limits of the Municipality.
5. Animal examinations and veterinary care as required whenever necessary and staff is available.
6. Boarding up to five working days in a holding facility.
7. Euthanasia and disposal if required.
8. Issue license and collect license fees from owners who retrieve animals not previously licensed.
9. Issue license to any animal being adopted by a person living in the Municipality.
10. Keep accurate records of any and all transactions concerning animals from the Municipality.

## III. Responsibilities of the Municipality

1. The Municipality shall call the Mesabi Humane Society for pick-up of animal(s) during normal business hours: 8:00 a.m. to 4:30 p.m. Monday through Friday.

\*\* If agreed upon, Municipality appointed personnel may bring animal(s) to the shelter after calling to verify that attendants are at the shelter, or after regular business hours if room is available.

YES \_\_\_\_\_ NO \_\_\_\_\_

Signature Mary Pelissia  
(Mesabi Humane Society Representative)

Signature \_\_\_\_\_  
(Municipality Representative)

2. After normal business hours, the Municipality shall obtain treatment for injured animals that are in life-threatening condition. The Mesabi Humane Society will pick up the animal as soon as possible after being notified.
3. The Municipality shall provide license tags from the city for the shelter to issue. License fees will be the property of the city from which it is issued.

#### IV. Compensation

The Municipality shall pay the Mesabi Humane Society the follow fee: \$854.87 per month.

#### V. Compliance with Laws

In providing all services pursuant to this contract, the Mesabi Humane Society shall abide by all statues, ordinances, rules, and regulations pertaining to or regulating the provision of such services, including those now in effect and hereinafter adopted.

#### VI. Insurance

The Mesabi Humane Society shall purchase, maintain in full force and effect during the term of this contract and provide proof of the following insurance coverage:

- A. WORKERS COMPENSATION: Coverage at statutory limits as provided by the State of Minnesota.
- B. COMPREHENSIVE GENERAL LIABILITY: Coverage shall have minimum limits to \$600,000 per occurrence, combined single limit for Bodily Injury Liability and Property Damage Liability.

#### VII. Early Termination of Contract

Either party upon thirty (30) days written notice, delivered by mail or in person, to the other party may terminate this contract. For purposes of such notice and the addresses of the Mesabi Humane Society and the Municipality are as follows:

Mesabi Humane Society/Range Animal Center  
2305 Southern Drive  
Virginia, Minnesota 55792

City of Mt. Iron  
8586 Enterprise Drive South  
Mt. Iron, MN 55768

#### VIII. Modifications

Any material alterations, modifications, or variations of the terms of this contract shall be valid and enforceable only when they have been reduced to writing as an amendment and signed by both or all parties involved.

#### IX. Entire Agreement

It is understood and agreed by the parties that the entire agreement of the parties is contained herein and that the contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Mesabi Humane Society and the Municipality. The parties hereto revoke any prior oral or written agreements between themselves and agree that this contract is the only and complete agreement regarding the subject thereof.

MESABI HUMANE SOCIETY

MUNICIPALITY OF:

By: Mary Pelosa  
(signature)

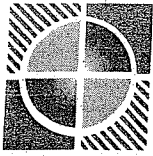
By: \_\_\_\_\_  
(signature)

Title: Executive Director

Title: \_\_\_\_\_

By: \_\_\_\_\_  
(signature)

Title: \_\_\_\_\_



# 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 20, 2004

City of Mountain Iron  
Attn: Don Kleinschmidt, Public Works Director  
8586 South Enterprise Drive  
Mountain Iron, MN 55768

RE: City Hall Parking Lot Paving  
File No.: MI02-25

Don:

Enclosed please find a copy of the final pay request for the City Hall parking lot. The final wearing course was placed on August 14, 2003. Please enclose this pay request for approval on the agenda of the next regularly scheduled City Council meeting.

Please feel free to contact me at (218) 735-8914 with any questions or comments regarding this letter or the final payment.

Sincerely,

**BENCHMARK ENGINEERING, INC.**

Eric E. Fallstrom, P.E.

Encl.

Pc: Jerry Nemanich, Mesabi Bituminous Inc.




**PAY REQUEST NUMBER 2 - (FINAL)**  
**CITY HALL PARKING LOT PAVING**  
**CITY OF MOUNTAIN IRON, MINNESOTA**

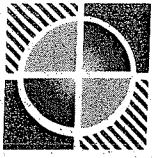
ITEM	UNITS	UNIT BID	QUANTITIES TO DATE	TOTAL AMOUNT
SOFT PATCH REPAIR (12' X 13')	LUMP SUM	\$352.00	1.0	\$352.00
SOFT PATCH REPAIR (31' X 32')	LUMP SUM	\$1,282.22	1.0	\$1,282.22
CLASS V	CU. YD.	\$12.00	24.0	\$288.00
COMMON EXCAVATION	CU. YD.	\$10.00	32.0	\$320.00
BIT MATL. FOR TACK COAT	GAL	\$1.00	100.0	\$100.00
TYPE LV 4 WEARING COURSE MIXTURE	TON	\$60.00	99.4	\$5,964.00
TYPE LV 4 NON-WEARING COURSE MIXTURE	TON	\$60.00	113.1	\$6,786.00
GRADER	HOUR	\$120.00	2.0	\$240.00
SHOULDERING & CLEAN UP	HOUR	\$150.00	4.0	\$600.00

**TOTAL COST TO DATE: \$15,932.22**

**LESS PREVIOUS PAYMENT: \$7,626.00**

**TOTAL FINAL PAYMENT: \$8,306.22**

  
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 16, 2004

City of Mountain Iron  
Attn: Craig Wainio, City Administrator  
8586 South Enterprise Drive  
Mountain Iron, MN 55768

RE: Mesabi Trail - Mountain Iron Trail Segments  
Project No. S.P. 69-090-17

Craig:

Pursuant to our meeting on the above referenced project on October 29, 2003, enclosed please find a copy of the construction plans for final submittal to the Minnesota Department of Transportation for approval. At that meeting, Councilor Roskoski asked that a plan be provided to the City for review prior to final approval by Mn/DOT.

Please review the plan, specifically regarding trail segment three through the locomotive park area. I believe the revised plan incorporates the changes as discussed and requested our meeting with City Staff.

Please feel free to contact me at (218) 735-8914 with any questions or comments regarding this letter and the final construction plans for the Mountain Iron segments of the Mesabi Trail.

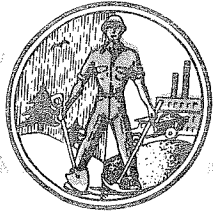
Sincerely,

**BENCHMARK ENGINEERING, INC.**

Eric E. Fallstrom, P.E.

Encl.





# 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

TO: Honorable Mayor and City Council

FROM: Personnel Committee

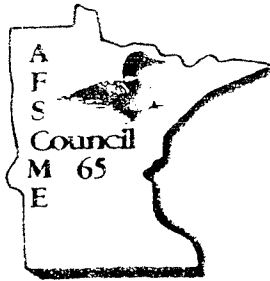
DATE: January 27, 2004

SUBJECT: Early Retirement Incentive

---

The Personnel Committee met on January 20<sup>th</sup> to review the proposal submitted by AFSCME Local 453 concerning an "early retirement incentive". After careful review it was determined that a possible eleven employees would be eligible for the incentive. The entire "early retirement incentive" is based upon the assumption that no new employees will need to be hired to replace the ones who have accepted the early retirement proposal. With current staffing levels, this is simply not feasible. Increasing responsibilities such as the utility takeover, increasing number of roads to maintain and increased parks and recreations commitments are just a few of the examples.

Due to the above two factors, increased duties and minimal cost savings, the Personnel Committee recommends that the "early retirement incentive" proposal be dropped.



AMERICAN FEDERATION OF  
STATE, COUNTY & MUNICIPAL EMPLOYEES

AFL - CIO

MINNESOTA COUNCIL NO. 65

118 CENTRAL AVENUE • NASHWAUK, MINNESOTA 55769  
PHONE (218) 885-3242 • FAX (218) 885-3245 • TOLL FREE 1-888-474-3242



October 15, 2003



Mr. Gary Skalko  
Mayor  
5732 Mineral Avenue  
Mt. Iron, MN 55768

Dear Mayor Skalko:

On behalf of the members of AFSCME Local 453, I submit the following "early retirement incentive" for your consideration. This proposal is proffered in light of your request for cost saving ideas from the employees.

Any employee who has achieved 25 years of service with the City of Mt. Iron would be eligible for the early retirement incentive. Any employee interested must submit a formal written request with specific time lines as to their final date of employment with the City. In no case should time of the request and the final date be more than 90 calendar days.

The City will agree to continue to provide for the life of the employee, all health, dental and life insurance benefits as stated in the present union contract.

Upon the effective date of retirement from the city, as an added incentive for early retirement, the City shall pay 100% of accumulated sick leave, vacation and compensatory time that the employee has earned and accumulated.

As an example of the potential cost savings to the City the following example is provided:

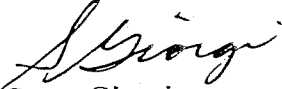
Wages earned from May 1, 2004 - May 1, 2005 =	\$19.38 X 2080 hours =	\$40,320.00
Wages earned from May 1, 2005 - May 1, 2006 =	\$19.96 X 2080 hours =	\$41,520.00
Additional payments made for LTD; Social Security; PERA and overtime (est.) =		\$20,000.00
TOTAL POTENTIAL SAVINGS =		\$101,840.00

The city would also be providing additional sick leave accrual and annual sick leave bonus payments, and the insurance premium is a neutral effect since the employee would be receiving that benefit if still working.

This early retirement incentive would be done under a memorandum of understanding between the City and AFSCME Local 453, and a separate written agreement with each employee who requests the option. The parties can agree to an open window for enrollment purposes that would provide for a sunset provision of the early retirement incentive if that is a concern of the City.

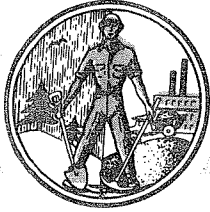
Please keep in mind that this is a proposal and there is certainly room for discussion on each and every aspect of the early retirement incentive concept. This concept is based on the premise that those employees who opt out would not be replaced, and that premise may not hold true in all situations.

On behalf of Local 453,



Steve Giorgi  
AFSCME Business Agent

Cc: Mike Downs/President AFSCME Local 453  
Craig Wainio/City Administrator



# 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

## M E M O

TO: Craig J. Wainio, City Administrator

FROM: Jill M. Forseen, Municipal Services Secretary *Jmf*

DATE: January 23, 2004

RE: Request for Attendance at MCFOA Annual Conference

I would like to submit a request to the City Council to request authorization to attend the 2004 MCFOA Conference from March 16-19, 2004, in Alexandria, Minnesota. I have attended this conference for the past 14 years and found it to be an asset to my position. Along with the excellent classes offered, there is an opportunity to network with Clerks and Finance Officers from around the State. I have previously served on the Board of Directors for this organization and I have been requested to participate during the Thursday Banquet presentations for this conference. There is only a small portion that is actually "mandatory" through the Secretary of State's office for Election Training. In light of the Council's motion regarding attending training, I would propose to make a compromise, in order to attend the Conference. If the City would allow me to attend, I would pay for the room, meals not covered by the registration, and other incidentals, if the City would pay for the registration and mileage for the Conference. In prior years, the City has paid for all of these expenses.

Your consideration concerning this matter is greatly appreciated.



# Agenda

## TUESDAY, MARCH 16, 2004

- 12:30 PM Check-in for Half Day Seminar
- 1:00-5:00 HALF-DAY SEMINAR  
"Tips and Tricks for PowerPoint"
- 1:00-5:00 HALF-DAY SEMINAR  
"Elections 101"
- 5:00-9:00 On-Site Conference Check-In
- 7:00-9:00 CONFERENCE KICKOFF – Spirit of MCFOA –  
(snacks, specialty beers, etc.)
- 7:30 Formal greetings, introduction and "getting  
to know you" activities. *WEAR YOUR CITY SHIRT!*

## WEDNESDAY, MARCH 17, 2004

- 8:00 AM On-Site Conference Check-In  
Continental Breakfast
- 9:00 Welcome, Opening Ceremony, and Presentation  
of Colors - *Alexandria High School Band*
- 9:15 KEYNOTE ADDRESS:  
"Minnesota Politics: If You Don't Care . . .  
You Don't Count"
- 10:30 **CONCURRENT SESSIONS I** (Choose One)
  - A. Managing Transitions: Supervisory Skills in  
a "Down-Sizing" World
  - B. Accounting/Auditing Double Feature:  
"Independence Standards at the City of  
Independence" and "GASB 34: A Last  
Minute Checklist"
  - C. Ten Least Wanted: OSHA's Most Common  
Citations
  - D. What's New in the World of Liquor  
Licensing?
- 12:00 PM Luncheon and MCMC & CMC Recognition Awards
- 1:30 **CONCURRENT SESSIONS II** (Choose One)
  - E. Government Information & Data Privacy in  
the Personnel Arena
  - F. Navigating the Seas of Cooperative  
Purchasing
  - G. Records Management - Basic Principles
  - H. Managing Stress ... Before It Manages You!
- 2:45 Break
- 3:00 **CONCURRENT SESSIONS III** (Choose One)
  - I. eGovernment on a Budget
  - J. Steps to Surviving a Budget Crisis
  - K. Facilitated Round Table Discussions
- 4:15 Adjourn
- 5:30 Annual Regional Volleyball Tournament, Card  
Tournament and Ping Pong
- 6:00 Dinner (included in registration fee)
- 8:00 Dance with TJ's from Alexandria

## THURSDAY, MARCH 18, 2004

- 8:30 AM Sit-Down Breakfast and MCFOA BUSINESS MEETING  
and Oath of Office
- 9:30 GENERAL SESSION:  
"Mandated Election Training and Legislative  
Changes for the Presidential Election"
- 10:30 Refreshment Break (in Exhibit area)  
Silent Auction begins  
**EXHIBITS OPEN until 4:00 PM**
- 11:00 GENERAL SESSION: "Election Training" (continued)
- 12:15 PM Lunch with Dessert Buffet in Exhibit Area
- 1:45 **CONCURRENT SESSIONS IV** (Choose One)
  - L. Secrets of Powerful Presentations
  - M. Some New and Not-So-New Financing Tools
  - N. Even More Issues Related to New Election  
Rules
  - O. What's New in Lawful Gambling Licensing?
- 3:00 Concurrent sessions adjourn
- 3:00-4:00 Last chance to visit Exhibits, bid on Silent Auction  
items and participate in special drawings.  
Refreshments available!
- 4:00 Exhibits Close/Silent Auction Close (winners pay  
and pick up merchandise)
- 4:00-6:00 Free Time
- 6:00 President's Reception/Cash Bar
- 7:00 **BANQUET — THEME: "PIRATE'S COVE"**  
ENTERTAINMENT: Alex Jackson
- 9:30 Dance with TJ's from Alexandria

## FRIDAY, MARCH 19, 2004

- 8:00 AM Continental Breakfast
- 8:30 GENERAL SESSION:  
"Empower Yourself to Success"
- 10:30-11:30 Room check-out and Brunch
- 11:00 Announcement of IIMC Winners  
(must be present to win)
- 11:30 Adjourn

# MCFOA 2004 — Registration Form

First Name

Last Name

PLEASE PRINT YOUR NAME AS YOU WOULD LIKE IT TO APPEAR ON YOUR NAME BADGE.

Title \_\_\_\_\_ City Affiliation \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ E-mail Address \_\_\_\_\_

## Registration Options (Check all that apply!)

- Optional Tuesday (March 16) Seminars – \$35/person (open to Conference attendees only)

Select One:

- Tips and Tricks for PowerPoint**

Yes I will bring my own laptop. I use Microsoft Office version (circle one): 95 97 2000 XP other \_\_\_\_\_

- Elections 101**

- MCFOA Member Conference Registration (March 17-19)

**"Early Bird Special" (\$200/person) Must be postmarked by 2/17/04.**

**Regular (\$220/person) Postmarked after 2/17/04.**

- Non-MCFOA Member Conference Registration (March 17-19)

**"Early Bird Special" (\$235/person) Must be postmarked by 2/17/04.**

**Regular (\$255/person) Postmarked after 2/17/04.**

- Additional Banquet Tickets (one is included in the Conference fee; extra tickets - \$25 each.)

Quantity Needed: \_\_\_\_\_ @ \$25 each

Total Amount Due: \$ \_\_\_\_\_



## Special Information (Check all that apply.)

- I would like to receive **CEU credit**. Here is my Social Security number: \_\_\_\_\_

- I have a **dietary or special need**. Please contact me at: \_\_\_\_\_ (Circle one: VOICE or TTY).

- I will be a **first-time attendee**.

To assist in assigning breakout sessions to appropriate-sized rooms, please indicate below which sessions you plan on attending on Wednesday and Thursday:

Wed. 10:30-12:15 PM (circle one)	A	B	C	D
Wed. 1:30-2:45 PM (circle one)	E	F	G	H
Wed. 3:00-4:15 PM (circle one)	I	J	K — (my city population is: _____)	
Thurs. 1:45-3:00 PM (circle one)	L	M	N	O

## Payment Options

- Enclosed is check # \_\_\_\_\_ (payable to GTS) in the amount of \$ \_\_\_\_\_
- Bill me (P.O. # \_\_\_\_\_ if applicable) at the above address. \$10 will be added to the amount owed.
- Credit Card. Circle one: VISA or MasterCard
- Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_ e-mail address (required): \_\_\_\_\_

Return by **March 5, 2004** by mail to:  
Government Training Service, 480 Cedar Street, Suite 401, St. Paul, MN 55101  
or if you selected the "bill me option" you may fax to: 651-223-5307.

# Lodging Form

## 2004 MCFOA OVERNIGHT LODGING

*This form should be sent to the hotel you select below.  
The Lodging Form must be received by **February 15, 2004!**  
(or until rooms are sold out)*

Arrowwood Resort and the Holiday Inn in Alexandria are now accepting reservations for the 2004 MCFOA Conference. **No reservations taken without completion of this form!** NOTE: To maximize the 200 rooms available at Arrowwood, no 1-night stays will be accepted at this property. Those needing one-night only rooms must utilize the Holiday Inn! If your request for an Arrowwood room cannot be accommodated, you will be moved to the Holiday Inn and notified accordingly.

**ARROWWOOD**

Conference site (2+ nights stay only)  
2100 Arrowwood Lane NW  
Alexandria, MN 56308  
Fax: 320-762-0133  
\$89.47/night (single or double)

**HOLIDAY INN**

Conference overflow (1+ nights)  
5637 Hwy 29 South, P.O. Box 1087  
Alexandria, MN 56308  
Fax: 320-762-2092  
\$91.99/night (single or double)

Mr./Mrs./Ms.: \_\_\_\_\_

Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Arrive/Depart Dates: \_\_\_/\_\_\_ to \_\_\_/\_\_\_ # of nights: \_\_\_\_\_

**Room Preference**

Smoking       Non-smoking (not a guarantee)

**Special Requests:** (i.e. accessible room, room location)

Explain: \_\_\_\_\_

**Roommate:**

(Each person must complete a separate reservation form. If selecting roommates, reservation forms must be mailed or faxed together. If not received together, hotels cannot guarantee your specific roommate request!) **List the name of the roommate you've selected:**

\_\_\_\_\_

**Method of Payment**

**Check— (payable to Arrowwood or Holiday Inn)**

**Credit Card**

Circle one: Visa    Mastercard    American Express    Discover

Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Cancellation Policy:**

*Cancellation policy is 72 hours. We will charge your credit card one night's lodging for any cancellations made within 72 hours of your arrival.*

*If payment is made by check, we will refund your money if cancellation is made before 72 hours of your arrival. We will keep deposit if cancelled within 72 hours of your arrival.*

**COUNCIL LETTER 020204-VIB**  
**COUNCILOR ROSKOSKI**  
**ANN'S ACRES STREET LIGHTING**

**DATE:** January 27, 2004  
**FROM:** Councilor Ed Roskoski  
Craig J. Wainio  
City Administrator

---

Background Information: Roughly 2/3 of Ann's Acres is without streetlights. The lower portion has lights but the upper portion doesn't. An engineering study should be authorized to see how many more lights are needed, costs for each and installation labor.

Council members – take a ride around Ann's Acres any evening and see how dark it really is.



**COUNCIL LETTER 020204-VIC**  
**ADMINISTRATION**  
**RESCHEDULE NEXT MEETING**

**DATE:** January 27, 2004  
**FROM:** Craig J. Wainio  
City Administrator

---

The next regular meeting of the City Council needs to be rescheduled due to the Presidents Day Holiday. Typically the meeting have been rescheduled to the following Tuesday, in this case it would be Tuesday, February 17<sup>th</sup>.

**COUNCIL LETTER 020204-VID**

**COUNCILOR IRISH**

**WASTEWATER TREATMENT PLANT  
NOISE AND ODOR PREVENTION**

**DATE:** January 27, 2004

**FROM:** Councilor Irish

Craig J. Wainio  
City Administrator

---

Background Information: Because of the numerous complaints pertaining to noise and odor from our wastewater treatment plant, the Council should direct our City Engineer to contact John Thomas from the MPCA and work in conjunction to come up with plans and specifications to solve the problem.

**COUNCIL LETTER 020204-VIE**

**COUNCILOR IRISH**

**PROPOSED ATV TRAIL SYSTEM GRANT**

**DATE:** January 27, 2004

**FROM:** Councilor Irish

Craig J. Wainio  
City Administrator

---

Background Information: Council should direct our City Administrator and City Engineer to review the DNR trail assistance program application and develop plans, specifications and costs associated with the proposed ATV trail system and provide the needed information for the grant application procedure. Councilor Dale Irish should be the contact person to assist and aide with the project.

Staff Note: At this time the complete plans and specifications are not needed for the grant application. Typically for a grant application of this type the City Engineer would prepare a cost estimate and a general layout map. If the grant were secured then the appropriate plans and specifications would be developed.

COMMUNICATIONS  
JANUARY 20, 2004

1. Lana Anderson, County Assessor's Office, a letter tentatively scheduling the Local Board of Appeal and Equalization for 2004.
2. Minnesota Association of Small Cities Small Cities Update of January 25, 2004.
3. Kathy Sibbel, Minnesota Secretary of State, an email confirming the receipt of a grant application.
4. Minnesota Rural Partners, Inc. and True North, announcement of the 7<sup>th</sup> Annual Minnesota Rural Summit to be held on August 18-20, 2004 at the Hibbing Community College.
5. Lolita M. Schnitzius, Northeastern MN LMC Ambassador, a letter concerning topics the League will be working, legislatively, on for the City.



# Saint Louis County

Assessor's Department • 100 North Fifth Avenue West, Room 212, Duluth, Minnesota 55802-1297  
(218) 726-2304 • Long Distance in St. Louis County (800) 450-9777  
Web Site <http://www.co.st-louis.mn.us/AssessorOfficeNew>

Mary B. Durward  
County Assessor

January 20, 2004

Dear Clerk:

Please review the date, time and place of your **tentatively** scheduled 2004 Local Board of Appeal & Equalization. If a change is necessary, please contact Mel Hintz in Virginia at (218) 749-7147 or Clayton Breimon in Duluth at (218) 726-2304 by February 13, 2004. If your jurisdiction has a local assessor, please discuss any change with that individual. A schedule is also being sent to all local assessors with instructions to contact their board/council if he or she desires a change.

The Local Board of Appeal & Equalization notice allows us to list the name and address of the clerk for correspondence to the Local Board of Appeal & Equalization. **Please review the name and address used on the envelope you received this letter in. This is what will be on the notices. If you or your board wish to have anything different, please contact me in at (218) 726-2304.**

This year we will again have the option that if the Local Board of Appeal & Equalization is scheduled beyond normal working hours, the taxing district will be charged a flat \$50 fee to cover the cost of overtime for our appraisers. All other meetings will be scheduled between 10:00 AM and 4:00 PM. If you requested an evening meeting last year, we have tentatively scheduled you for a similar time this year. The majority of meetings have been scheduled for one hour unless previous experience indicates that a longer meeting may be required.

Posting notices, instructions, confirmation of meeting date/time/location and other materials will be sent at a later date.

Sincerely,

Lana Anderson  
County Assessor's Office

enclosure

c:\myfiles\wpdocs\lana\bor\townclks.let

100 North 5th Avenue West  
Courthouse-Room 212  
Duluth, Minnesota 55802-1291  
(218) 726-2304

118 South 4th Avenue East,  
Government Services Center-Room 4  
Ely, Minnesota 55731-1402  
(218) 365-8206

102 US Bank Place  
230 1st Street South,  
Virginia, Minnesota 55792-2666  
(218) 749-7147

# 2004 LOCAL BOARDS OF APPEAL & EQUALIZATION

(Updated 1/16/04)

CITIES	DATE	TIME	PLACE
100 AURORA	APRIL 27	1-2 PM	CITY/TOWN GOVERNMENT CENTER
105 BABBITT	MAY 3	6-7 PM	BABBITT MUNICIPAL CENTER
15 BIWABIK	APRIL 14	5:15-6:15 PM	CITY HALL
110 BROOKSTON	APRIL 13	10-11 AM	CITY HALL
115 BUHL	APRIL 20	2-3 PM	CITY HALL
20 CHISHOLM	APRIL 21	4-5 PM	CITY HALL
120 COOK	APRIL 1	6-7 PM	CITY HALL
30 ELY	MAY 6	5-6 PM	CITY HALL
40 EVELETH	APRIL 14	3-4 PM	CITY HALL
125 FLOODWOOD	APRIL 29	10-11 AM	CITY HALL
60 GILBERT	MAY 5	6-7 PM	CITY HALL
395 HERMANTOWN	APRIL 13	2-3 PM	CITY HALL
140 HIBBING	MAY 4	1-3 PM	CITY HALL
142 HOYT LAKES	APRIL 28	6:30-7:30 PM	CITY HALL
145 IRON JUNCTION	APRIL 15	2-3 PM	4121 MERRITT AVE.
150 KINNEY	APRIL 6	10-11 AM	TOWN HALL
156 LEONIDAS	APRIL 8	10-11 AM	COMMUNITY CENTER
160 MCKINLEY	APRIL 14	10-11 AM	CITY HALL
165 MEADOWLANDS	APRIL 8	10-11 AM	WATER MAINTENANCE BUILDING
175 MOUNTAIN IRON	APRIL 20	6:30-7:30 PM	CITY HALL
180 ORR	MAY 6	10-11 AM	CITY HALL
185 PROCTOR	APRIL 28	2-3 PM	COMMUNITY CTR @ 100 PIONK DR
80 TOWER	APRIL 6	6-7 PM	CITY HALL
90 VIRGINIA	APRIL 20	10-NOON	CITY HALL (CALL 748-7500 FOR APPT)
190 WINTON	APRIL 13	10-11 AM	WINTON COMMUNITY CHURCH

TOWNSHIPS	DATE	TIME	PLACE
200 ALANGO	APRIL 8	4-5 PM	WOLF RIDGE GOLFCOURSE CLUBHOUSE
205 ALBORN	APRIL 14	1-2 PM	TOWN HALL
210 ALDEN	APRIL 8	2-3 PM	TOWN HALL
215 ANGORA	APRIL 15	5-6 PM	K. HANSON RES: 8757 JOHNSON RD
225 ARROWHEAD	APRIL 1	7-8 PM	TOWN HALL
230 AULT	MAY 5	9-10 AM	TOWN HALL
235 BALKAN	APRIL 13	10-11	COMMUNITY CENTER
240 BASSETT	MAY 5	NOON-1 PM	TOWN HALL
250 BEATTY	APRIL 22	1-3 PM	TOWN HALL
260 BIWABIK	APRIL 13	1-3 PM	TOWN HALL
270 BREITUNG	APRIL 29	1-2 PM	SOUDAN FIRE HALL
275 BREVATOR	APRIL 22	10-11 AM	EAST BREVATOR TOWN HALL
278 CAMP FIVE	APRIL 21	10-11 AM	CEDARS INN
280 CANOSIA	APRIL 20	6-7 PM	TOWN HALL
285 CEDAR VALLEY	MAY 6	10-11 AM	TOWN HALL
290 CHERRY	MAY 13	6-7 PM	COMMUNITY CENTER
295 CLINTON	MAY 11	1-2 PM	TOWN HALL
300 COLVIN	APRIL 15	4-5 PM	TOWN HALL
305 COTTON	APRIL 15	10-11 AM	TOWN HALL
308 CRANE LAKE	APRIL 21	2-3 PM	FELLOWSHIP HALL
310 CULVER	APRIL 1	3-4 PM	TOWN MEETING ROOM
315 DULUTH	APRIL 7	6-7 PM	TOWN HALL

TOWNSHIPS, CON'T	DATE	TIME	PLACE
317 EAGLES NEST	MAY 12	10-11 AM	TOWN HALL
320 ELLSBURG	APRIL 27	2-3 PM	MELRUDE TOWN HALL
325 ELMER	APRIL 8	3-4 PM	FIRE HALL
330 EMBARRASS	APRIL 15	6-7 PM	TOWN HALL
335 FAIRBANKS	MAY 5	10:30-11:30 AM	TOWN HALL
340 FAYAL	MAY 5	1-3 PM	TOWN HALL
350 FIELD	APRIL 7	10-11 AM	TOWN HALL
355 FINE LAKES	APRIL 14	10-11 AM	TOWN HALL
360 FLOODWOOD	APRIL 6	1-2 PM	CITY HALL-FLOODWOOD
365 FREDENBERG	MAY 4	10-NOON	TOWN HALL
370 FRENCH	APRIL 28	10-11 AM	TOWN HALL
375 GNESEN	APRIL 29	2-3 PM	TOWN HALL
380 GRAND LAKE	APRIL 21	10-11 AM	TWIG TOWN HALL
385 GREAT SCOTT	APRIL 6	1-2 PM	TOWN HALL
387 GREENWOOD	MAY 7	10-NOON	TOWN HALL @ 3000 CO RD #77
390 HALDEN	APRIL 15	1-2 PM	TOWN HALL
400 INDUSTRIAL	APRIL 14	7-8 PM	COMMUNITY CENTER
402 KABETOGAMA	APRIL 29	1-2 PM	COMMUNITY CENTER
405 KELSEY	APRIL 7	3-4 PM	TOWN HALL
410 KUGLER	APRIL 21	10-11 AM	TOWN HALL
415 LAKEWOOD	APRIL 26	7-8 PM	TOWN HALL
420 LAVELL	APRIL 7	10-11 AM	TOWN HALL
425 LEIDING	MAY 6	1-2 PM	TOWN HALL
430 LINDEN GROVE	APRIL 1	3-4 PM	TOWN HALL
435 MCDAVITT	APRIL 7	NOON-1 PM	TOWN HALL
440 MEADOWLANDS	APRIL 8	5-6 PM	COMMUNITY CENTER
450 MIDWAY	APRIL 8	2-3 PM	TOWN HALL
460 MORCOM	APRIL 6	11-NOON	BEAR RIVER SCHOOL
465 MORSE	MAY 6	NOON-2	TOWN HALL
470 NESS	APRIL 8	1-2 PM	PETER RALIDAK GARAGE
475 NEW INDEPENDENCE	APRIL 13	6-7 PM	TOWN HALL
485 NORMANNA	MAY 4	7-8 PM	TOWN HALL
488 NORTH STAR	APRIL 1	6-7 PM	TOWN HALL
490 NORTHLAND	APRIL 6	6-7 PM	VOLUNTEER FIRE HALL
495 OWENS	APRIL 22	2-3 PM	SANDRA FULTZ RES: 1395 HWY 53
502 PEQUAYWAN	APRIL 20	7-8 PM	VOLUNTEER FIRE HALL
505 PIKE	APRIL 21	6-7 PM	TOWN HALL
510 PORTAGE	MAY 4	7-8 PM	VOLUNTEER FIRE HALL
515 PRAIRIE LAKE	APRIL 15	10-11 AM	TOWN HALL
520 RICE LAKE	MAY 12	6-7 PM	TOWN HALL
525 SANDY	APRIL 13	3-4 PM	TOWN HALL
530 SOLWAY	APRIL 27	5-6 PM	TOWN HALL
535 STONEY BROOK	APRIL 1	1-2 PM	TOWN HALL
545 STURGEON	APRIL 6	1-2 PM	TOWN HALL
550 TOIVOLA	MAY 4	6-7 PM	TOWN HALL
555 VAN BUREN	APRIL 13	NOON-1 PM	TOWN HALL
560 VERMILION LAKE	APRIL 28	2-3 PM	TOWN HALL
565 WAASA	MAY 6	2-3 PM	TOWN HALL
570 WHITE	APRIL 22	10-11 AM	AURORA CITY HALL
575 WILLOW VALLEY	APRIL 1	1-2 PM	FARMER'S CLUB HALL
580 WUORI	APRIL 15	2-3 PM	TOWN HALL

# SMALL CITIES UPDATE

## January 25, 2004

### MAOSC SPONSORS LEGISLATIVE RECEPTION

The Minnesota Association of Small Cities is joining the Coalition of Greater Minnesota Cities, Minnesota Service Cooperatives and the Range Association of Municipalities and Schools in hosting a legislative reception during the second week of the 2004 session. The reception will be held at Mancini's Char House, about eight blocks west of the Excel Center (home of the Minnesota Wild) in St. Paul. There is no charge for the reception, but the cost of the dinner is \$20, which you can pay at the door. **If you can attend the reception and/or the dinner, call MAOSC Associate Director Kathy Fenrich at 320-693-1283.** You don't need reservations to attend the reception, but she can notify your legislators that you will be attending the event, make dinner reservations if needed and provide more detailed directions to Mancini's.

**LEGISLATIVE RECEPTION**  
**5:30 p.m. reception, 6:30 p.m. dinner**  
**Wednesday, February 11**  
**MANCINI'S CHAR HOUSE**  
**531 West 7<sup>th</sup> Street, Saint Paul**  
**651-224-7345**

### WATER ISSUES ON MAOSC, GOVERNOR'S AGENDA

Unlike previous governors, Tim Pawlenty does recognize that we are a high water state, with only Alaska beating us in miles of shoreline. **In his bonding bill, Pawlenty is asking for \$10 million for Wastewater Infrastructure Fund (WIF) grants and \$16 million for State Revolving Fund (SRF) loans for wastewater and drinking water.** While the amount he is requesting for WIF is much less than the \$40 million MAOSC will be requesting, it is more than any other governor has placed in his wish list.

Pawlenty also set up an impaired waters stakeholder process to find a way to implement and pay for federally mandated Total Daily Maximum Loads (TMDL) regulations. There is a huge cost involved in assessing all water bodies in the state, identifying impaired waters and then beginning the work of restoring them. MAOSC Executive Director Nancy Larson was a member of a group that met several times to give input to the small group of stakeholders charged with making a recommendation to take to the legislature.

The klinker, of course, involved funding this massive federal mandate. After struggling with the governor's "no tax" pledge, the group recommended a solution that would have imposed a fee on all homes or businesses, from those connected to "big pipe" sanitary sewer systems to those on individual septic systems. At the last minute, the governor nixed this idea, but hasn't offered an alternative type of funding. Our fear is that once again all the cost will fall on "big pipe" users with those on alternative systems taking a bye.

In truth, since this is a statewide mandate that impacts everyone in the state, the fairest solution would involve the state's general fund, but that would entail a statewide tax increase which has been declared verboten. The bonding bill is also a possible source of funds, but that is already bulging at the seams, and the costs not picked up that way would probably have to be picked up by....people living in cities. Since about 85 percent of the problem comes from non-point sources, that is an untenable solution. This is not to be a major issue this year, and MAOSC will be in the middle of the fray, trying to find a viable solution for the small cities in the state.

### MAOSC RESPONSIBLE FOR LOBBYING EXPENDITURE FORM

The Office of the State Auditor recently sent cities a local government lobbying expenditure form. Following past practices, MAOSC has submitted information to the state on behalf of all our members. You will not have to list the Association on the form.



## EXECUTIVE DIRECTOR HAS NEW E-MAIL ADDRESS

Executive Director Nancy Larson has a new e-mail address. Please remember to change it to [nlarson@LL.net](mailto:nlarson@LL.net). During the legislative session, the best way to reach her by phone is by calling her cell number, which is 612-961-5408. As usual, she will be living and working in the cities during the session.

## SEMINAR SCHEDULED FOR UNSEWERED AREAS

Leaders of communities not currently served by a municipal sewage treatment plant are invited to participate in educational seminars designed to help them get started at finding a viable wastewater treatment solution. The U of M Extension Service is conducting 15 half-day and 2 full-day seminars to provide attendees with options relating to wastewater treatment systems, legal entities and financing, including a decision-making process based on citizen involvement. Seminar dates and community locations are:

- Half-day: Feb. 17 – Worthington  
Feb. 18 – Marshall  
Feb. 19 – Mankato  
Feb. 23 – Farmington  
Feb. 25 – Rochester  
April 6 – Cloquet  
April 7 – Melrose
  - Full-day: April 19 – Hutchinson
- March 2 – Fergus Falls
  - March 3 – Morris
  - March 4 – Hutchinson
  - March 8 – Cambridge
  - March 11 – Grand Rapids
  - April 14 – Thief River Falls
  - April 15 – Park Rapids
  - May 5 – Brainerd/Walker area

For more information: Call 800-657-3516 or check the University of Minnesota web site at <http://septic.umn.edu/SCWEP/index.html>. You can also call the U of M Extension Service, Ken Olson Regional Extension Educator, Wastewater Treatment Systems, 507-280-2869.

## COMMUNITY ASSISTANTSHIP PROGRAM (CAP) DEADLINE SET

The deadline for community groups to apply for CAP grants to access student researchers to work on projects has been set for Feb. 16. CAP offer students the opportunity to carry out community initiated and guided applied research projects. CAP's objectives are to provide communities access to research and technical resources available at the U of M and to provide students and faculty increased opportunities to complete useful, community-driven applied research projects. To be eligible, projects must be located outside of Minneapolis and St. Paul, must address an issue of importance to community members and the group or organization must have time to supervise the research assistant. To apply, contact Monica Siems, CAP Coordinator, at 612-626-7537 or by e-mail at [siems005@umn.edu](mailto:siems005@umn.edu). You can also check out the web site at <http://webmail.aol.com/fmsgview.adp?folder=SU5CT1g=&uid=7823838>.

## SESSION OPENING WITH NEW LEADERSHIP

On February 3, the gavel will come down, opening the 2004 Legislative Session. In the House, the leadership remains the same, with Speaker Steve Sviggum (R-Kenyon) in the driver's seat. But there are big changes in both the Senate and the Administration, and how it will affect the dynamics of the session is anybody's guess.

On January 12, Senator Dean Johnson (DFL-Wilmar) replaced Senator John Hottinger (DFL-St. Peter) as Majority Leader of the Senate. This is one of the most important positions in state government, and ramifications of this upheaval are still being felt. There will be changes in committee chairs, and with that, changes in philosophy and possibly all out warfare over who gets the choicest positions. It is also interesting because Johnson is a former Republican who held the position of Senate Minority Leader in the late 1990's.

In the administration, Charlie Weaver, the Governor's Chief of Staff, has left to become the leader of the Minnesota Business Partnership – not generally an ally of small cities. He is being replaced by Finance Commissioner Dan McElroy, who has proved to be at least somewhat supportive of MAOSC issues. Assistant Commissioner Peggy Ingison, in turn, is filling McElroy's position.

## EXECUTIVE DIRECTOR HAS NEW E-MAIL ADDRESS

Executive Director Nancy Larson has a new e-mail address. Please remember to change it to [nanlars@LL.net](mailto:nanlars@LL.net). During the legislative session, the best way to reach her by phone is by calling her cell number, which is 612-961-5408. As usual, she will be living and working in the cities during the session.

## SEMINAR SCHEDULED FOR UNSEWERED AREAS

Leaders of communities not currently served by a municipal sewage treatment plant are invited to participate in educational seminars designed to help them get started at finding a viable wastewater treatment solution. The U of M Extension Service is conducting 15 half-day and 2 full-day seminars to provide attendees with options relating to wastewater treatment systems, legal entities and financing, including a decision-making process based on citizen involvement. Seminar dates and community locations are:

- Half-day: Feb. 17 – Worthington  
Feb. 18 – Marshall  
Feb. 19 – Mankato  
Feb. 23 – Farmington  
Feb. 25 – Rochester  
April 6 – Cloquet  
April 7 – Melrose
  - Full-day: April 19 – Hutchinson
- Seminar dates and community locations are:  
March 2 – Fergus Falls  
March 3 – Morris  
March 4 – Hutchinson  
March 8 – Cambridge  
March 11 – Grand Rapids  
April 14 – Thief River Falls  
April 15 – Park Rapids  
May 5 – Brainerd/Walker area

For more information: Call 800-657-3516 or check the University of Minnesota web site at <http://septic.umn.edu/SCWEP/index.html>. You can also call the U of M Extension Service, Ken Olson Regional Extension Educator, Wastewater Treatment Systems, 507-280-2869.

## COMMUNITY ASSISTANTSHIP PROGRAM (CAP) DEADLINE SET

The deadline for community groups to apply for CAP grants to access student researchers to work on projects has been set for Feb. 16. CAP offer students the opportunity to carry out community initiated and guided applied research projects. CAP's objectives are to provide communities access to research and technical resources available at the U of M and to provide students and faculty increased opportunities to complete useful, community-driven applied research projects. To be eligible, projects must be located outside of Minneapolis and St. Paul, must address an issue of importance to community members and the group or organization must have time to supervise the research assistant. To apply, contact Monica Siems, CAP Coordinator, at 612-626-7537 or by e-mail at [siems005@umn.edu](mailto:siems005@umn.edu). You can also check out the web site at <http://webmail.aol.com/fmsgview.adp?folder=SU5CT1g=&uid=7823838>.

## SESSION OPENING WITH NEW LEADERSHIP

On February 3, the gavel will come down, opening the 2004 Legislative Session. In the House, the leadership remains the same, with Speaker Steve Sviggum (R-Kenyon) in the driver's seat. But there are big changes in both the Senate and the Administration, and how it will affect the dynamics of the session is anybody's guess.

On January 12, Senator Dean Johnson (DFL-Wilmar) replaced Senator John Hottinger (DFL-St. Peter) as Majority Leader of the Senate. This is one of the most important positions in state government, and ramifications of this upheaval are still being felt. There will be changes in committee chairs, and with that, changes in philosophy and possibly all out warfare over who gets the choicest positions. It is also interesting because Johnson is a former Republican who held the position of Senate Minority Leader in the late 1990's.

In the administration, Charlie Weaver, the Governor's Chief of Staff, has left to become the leader of the Minnesota Business Partnership – not generally an ally of small cities. He is being replaced by Finance Commissioner Dan McElroy, who has proved to be at least somewhat supportive of MAOSC issues. Assistant Commissioner Peggy Ingison, in turn, is filling McElroy's position.

**Craig J. Wainio**

---

**From:** Kathy Sibbel [Kathy.Sibbel@state.mn.us]  
**Sent:** Tuesday, January 27, 2004 8:10 AM  
**To:** Craig J. Wainio  
**Cc:** Sherri Mortensen-Brown  
**Subject:** EAID Grant Received

Hello Craig -

Just to let you know that I received your grant application yesterday. Congratulations, you are the first applicant!

The applications are due on April 30 and all awards will be announced by June 2, 2004.

Thank you for applying early.

Kathy Sibbel  
Minnesota Secretary of State  
State Office Bldg, Suite 174  
100 Rev Dr Martin Luther King Jr Blvd  
St. Paul, MN 55155-1299  
Phone: 651-284-4173  
Fax: 651-215-0682

-----  
**NOTICE: E-mail correspondence to and from the Office of the Secretary of State of Minnesota may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties**

# **Save the Date. . .**

Minnesota Rural Partners, Inc. and True North  
are pleased to announce the  
7<sup>th</sup> Annual Minnesota Rural Summit  
August 18 - 20, 2004  
Hibbing Community College  
Hibbing, Minnesota

The theme and program are once again being developed by a planning committee representing a diverse cross-section of rural partners.

This year's program will include an array of events including national speakers, concurrent sessions, mobile workshops and exhibits focusing on current rural issues and policies.

Join other rural and community partners on Thursday  
for an evening of entertainment and education at Ironworld Discovery Center.

## **Mark your calendars now and spread the word!**

Consider making this a family vacation weekend in Northeastern Minnesota.  
Visit the Iron Trail Convention & Visitor's Bureau for your **Free Vacation Guide!**

The Ironworld event and the mobile workshops are open to the participants' families.

We welcome organizations to have their board meetings in conjunction with the Rural Summit. There is time and space for those meetings on Wednesday, August 18. If you are interested please send an email to info@minnesotaruralpartners.org.

Summit information will be made available on line after March 1, 2004.

If you are interested in serving on the planning committee please send an e-mail to info@minnesotaruralpartners.org!



## League of Minnesota Cities

145 University Avenue West, St. Paul, MN 55103-2044

(651) 281-1200 • (800) 925-1122

Fax: (651) 281-1299 • TDD: (651) 281-1290

www.lmnc.org

Tuesday, January 26, 2004

Dear Mayor, Council and Administration:

I've just returned from the first Ambassador's meeting of 2004, and thought I'd advise you of the areas in which the League will be working, legislatively, for your city:

- \***State/Local Fiscal Relations**
- \***Levy Limits**
- \***Taxpayer Bill of Rights (TBOR)**
- \***Federal Water Protection Requirements/Impaired Waters Program**
- \***Competitive Cable Entry**
- \***Consolidation of 911 Dispatch Service (PSAPs)**
- \***Elections**
- \***Streamlining Local Service Delivery: (1) Local government procurement reform; (2) Payroll processing; (3) Electronic pay equity reporting; (4) Publication Requirements**
- \***Administrative Fines**
- \***Street Utility Authority**
- \***.08 Driving While Intoxicated (SWI) Threshold**

These topics are covered briefly in the January issue of "*Minnesota Cities*"; all can be accessed on line at: [www.lmnc.org](http://www.lmnc.org), or by calling the League, (651) 281-1200, or toll free at 1-800-925-1122.

We also encourage you to attend LMC's Leadership Conference for Newly Elected Officials, or the Leadership Conference for Experienced Officials, both held concurrently on Feb. 20-21, at the Radisson Hotel & Conference Center in Plymouth, Minnesota. The complexities of local government require all of us to keep up on what's happening, and these conferences are a good way of doing just that!

If you have any questions, or want to discuss any of the above referenced issues, please contact me at (218) 365-6571, or e-mail me at: [lolitaely@yahoo.com](mailto:lolitaely@yahoo.com).

Very sincerely,

Lolita M. Schnitzius, Northeastern MN LMC Ambassador  
105 S. 19th Ave. E., Ely, MN 55731