

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
TUESDAY, FEBRUARY 20, 2007 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the February 5, 2007 Regular Meeting (#1-12)
 - B. Minutes of the February 7, 2007 COW Meeting(12A-12B)
 - C. Communications (#56-58)
 - D. Receipts
 - E. Bills and Payroll
- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - C. Director of Public Works Report
 - 1. Pick-up Trucks Quotes (#13-15)
 - 2. Refuse Canister Quotes (#16-17)
 - D. Director of Parks and Recreations Report
 - 1. Authorize Advertisement for Summer Events/Positions(#18)
 - 2. Summer Hiring Policy (#19)
 - 3. MCC Contract (#20-30)
 - E. Sheriff's Department Report (#31)
 - 1. Squad Car Quotes (#32)
 - F. City Attorney's Report
 - G. City Engineer's Report
 - H. Personnel Committee
 - 1. Salary Adjustment (#33)
 - I. Planning and Zoning
 - 1. Variance – Diamond Willow (#34-37)
 - 2. Moratorium on LED Signs (#38-39)
 - J. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Quad Cities Water and Wastewater Study(#40)
 - B. Curl Mesabi Donation (#41)
 - C. Purchasing Policy (#42-47)
 - D. Public Safety/Health Commission(#48)
 - E. Greenwood Cemetery (#49-51)
 - F. Wood Pellet Plant Employment Criteria (#52)
 - G. L&M Expansion Employment Criteria (#53)
 - H. Sponsorship of Home Games (#54)
 - I. Surveillance Camera System(#55)
 - J. Communications (#56-58)
- VII. Open Discussion
- VIII. Announcements
- IX. Adjourn

Denotes page number in packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
FEBRUARY 5, 2007

Mayor Skalko called the City Council meeting to order at 6:30 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. Forseen, Municipal Services Secretary; Larry Nanti, Recreation Director; Don Kleinschmidt, Director of Public Works; Tom Cvar, Fire Chief; Rick Feiro, Sergeant. and Sally Peterangelo, Librarian.

The Mayor welcomed the audience and the television viewing audience to the meeting.

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

1. Add the following items to the agenda:
 - IV. A. 1. Waive Rental Fee for MIB All Night Graduation Party
 - V. D. Sheriff's Department SUV Purchase Presentation
 - VI. H. Personnel Committee-Hiring for the Lineman Position
2. Approve the minutes of the January 17, 2007, 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 16-31, 2007, totaling \$320,016.24, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period January 16-31, 2007, totaling \$294,239.20, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, Mark Forte and Jim Newman, representing Curl Mesabi, were present and advised the Council the World Juniors Curling Championships would be held at the Range Recreation Civic Center (RRCC) from March 3-11, 2007. They invited the Council to an Open House on Wednesday, February 21, 2007 at the RRCC at 5:00 p.m. They stated that there is additional information available on their web site: www.wjcc07.com. They stated that they were looking for a number of volunteers to assist in running the event; they anticipated needing 40 volunteers each day. They said that there are Men's teams coming from Canada, China, the Czech Republic, Denmark, Germany, Norway, Scotland, Sweden, Switzerland and the United States and Women's teams from Canada, China, the Czech Republic, Denmark, Germany, Norway, Russia, Scotland, Switzerland and the United States.

During the Mayor's report, the Mayor commented on a couple of issues from the last meeting. He said that there were four resolution passed at the last meeting regarding economic development. The Mayor said that the future impact of economic development in Mountain

Iron is tremendous. The Mayor said that small communities are really limited in the incentives they have to attract developers. The City only has tax increment financing, tax abatement and State JOBZ tax zones. The Mayor said that Mountain Iron should be a growing progressive community, not a stagnant community.

The Mayor advised the City Council that he was advised by Dave Paakkonen, Boys Scouts, that a Boy Scout Silver Beaver award had been given to John Lindquist, a Mountain Iron resident. The Mayor said that only three other Mountain Iron residents have received this award since it started 76 years ago. They are Skip Murray in 1995, John Rioux in 1985, and Fred Mix in 1942.

The Mayor commented on the Orchids and Onions column written in the Mesabi Daily News. He said that the onions that have been written are basically unsigned and not creditable. He commented regarding an onion that was made regarding a secret road extension to South Grove that the Council is trying to sneak through. The Mayor said that this road extension had been talked about for the past 20-25 years. The Mayor suggested that residents contact Council members or Staff Members to get the correct information regarding matters in the City.

It was moved by Skalko and supported by Zupancich to waive the building rental fees for the Mountain Iron-Buhl All Night Graduation party in 2007. The motion carried.

Councilor Roskoski asked the City Administrator if there had been any response to the advertisement in the Mesabi Daily News regarding interest in serving as an Emergency Medical Technician in Mountain Iron. The City Administrator said that there was one response received.

Councilor Roskoski asked the City Administrator what the status of the grant application regarding the upgrade to Old Highway 169 in Kinross was. The City Administrator said that the Minnesota Department of Transportation was currently reviewing the grant application.

It was moved by Prebeg and supported by Stanaway to change the On-Call Policy to allow more than one person to be on-call at a time, which would be determined by the Management Personnel, when needed. The motion carried.

It was moved by Skalko and supported by Zupancich to request Saint Louis County to conduct a traffic study on Mud Lake Road/County Road 103. The motion carried.

It was moved by Zupancich and supported by Stanaway to authorize the purchase of 42 power poles from Bell Lumber & Pole Company at their quoted price of \$13,077.00. The motion carried unanimously on a roll call vote.

At 7:14 p.m., Councilor Roskoski left the meeting.

It was moved by Prebeg and supported by Zupanich to authorize the Recreation Director to purchase an advertisement in the Mesabi Daily News for the February Special Edition at a cost of \$381.10. The motion carried on a roll call vote with Councilor Roskoski absent.

At 7:15 p.m., Councilor Roskoski returned to the meeting.

It was moved by Skalko and supported by Stanaway to authorize the Library Director to seek quotes for furniture for the Library. The motion carried.

It was moved by Zupancich and supported by Stanaway to adopt Resolution Number 11-07, Regional Public Library System Basic Support, (a copy is attached and made a part of these minutes). The motion carried.

Councilor Roskoski asked the Library Director regarding looking for a part-time employee to work at the library. The Library Director said that they were no longer looking at that option. Councilor Stanaway said that the Library would be using City Employees to fill in at the Library, where necessary.

It was moved by Roskoski and supported by Zupancich to approve the following slate of officers for the Mountain Iron Fire Department.

Fire Chief:	Tom Cvar
Assistant Fire Chief:	Steve Norvitch
Training Officer/Captain:	Justin Kochar
Captain:	Joe Buria
Captain:	Gerry Knapper
Secretary:	Joe Buria

The motion carried.

It was moved by Skalko and supported by Stanaway to authorize up to two firemen to attend the Arson Class in St. Cloud on March 28-31, 2007, at City expense. The motion carried.

It was moved by Roskoski and supported by Zupancich to allow the firefighters to sell the Fire Department's 1990 Ford Van through the firefighter network and if they are unable to sell it, to come back to the City Council for further direction. The motion carried.

It was moved by Stanaway and supported by Zupancich to accept the recommendation of the Planning and Zoning Commission and approve the Conditional Use Permit for Ed Klimek, 5366 Mineral Avenue, Mountain Iron, to construct a 28 foot by 38 foot accessory building on parcel 175-0070-01644. The motion carried with Mayor Skalko abstaining.

During the liaison reports, Councilor Zupancich updated the Council regarding the Planning and Zoning Commission, and he said that Arrowhead Regional Development Center is currently working on the Comprehensive Plan for the City. They are looking at the goals of

the City with population growth and they are setting a public meeting sometime during the end of February and he encouraged everyone to attend the public hearing.

Councilor Roskoski said that there are still some issues of concern at the Library. He said that the grout in the bathrooms still had not been fixed appropriately. He suggested that the City contact the contractors to fix the grout in the bathrooms. The Mayor asked the Director of Public Works to contact Lenci to see if the problem could be corrected. The Director of Public Works said that he contacted Lenci previously regarding the issue and the time frame for the warranty had now expired on that and the City Council had already approved the final payment request on the project.

It was moved by Roskoski and supported by Prebeg that City Staff contact a library architect or anyone deemed necessary and come up with a plan for the installation of an elevator rear lobby entrance door being open warning light at the Librarian's workstation. Said plan, and associated costs, would be available to the City Council, hopefully by the second meeting in March. The **motion failed** with Councilor Prebeg, Zupancich, Stanaway, and Mayor Skalko voting no.

Mayor Skalko said that there would be no discussing on Item B. Wood Pellet Plant Employment Criteria, and Item C. L & M Expansion Employment Criteria, because these items were not unfinished business and were voted on at the last City Council meeting.

The Sheriff's Department Sergeant distributed some quotes from local business for the purchase of an SUV for the Sheriff's Department and reviewed the information with the Council. Councilor Roskoski asked if the purchase authorization for the SUV could wait until the next regular meeting because it was an additional item added to the agenda at the beginning of the meeting and involves a purchase. It was the consensus of the Council that this item be placed on the next regular meeting agenda for action.

It was moved by Prebeg and supported by Zupancich to adopt Resolution Number 10-07, ordering preparation of a report on improvements for overlaying or reconstruction of various streets in Mountain Iron, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Skalko and supported by Stanaway to authorize a donation of \$100 to the "Bush" Prebeg Memorial Snowmobile Ride/Virginia Regional Medical Center Diabetes Center with the funds coming from the Charitable Gambling Account. The motion carried.

It was moved by Skalko and supported by Prebeg to adopt the U. S. Mayors Climate Protection Agreement. The motion carried.

It was moved by Prebeg and supported by Zupancich to waive the building rental fees for the Tim Rossi Benefit on March 17, 2007, at the Mountain Iron Community Center. The motion carried.

It was moved by Skalko and supported by Prebeg to allow Mac's Bar to serve on-sale intoxicating liquor license at the Tim Rossi Benefit on March 17, 2007 at the Mountain Iron Community Center under Minnesota Statute 340A.404, Subdivision 4. The motion carried.

It was moved by Stanaway and supported by Zupancich to allow the Municipal Services Secretary to attend the Municipal Clerks and Finance Officer's Annual Conference on March 6-9, 2007, in Alexandria, at City expense. The motion carried.

It was moved by Skalko and supported by Stanaway to reschedule the next regular City Council meeting to Tuesday, February 20, 2007 at 6:30 p.m. because of the President's Day holiday. The motion carried.

The Council reviewed the list of communications. The Mayor noted that the American and Minnesota flags were improperly placed at the meeting. The Mayor stated that this would be corrected for the next meeting.

Councilor Roskoski asked the Recreation Director about the grant for the playground equipment for the Mountain Manor. The Recreation Director said that Park and Recreation Board would be looking into the equipment.

It was moved by Prebeg and supported by Zupancich to authorize City Staff to offer the position of Lineman to Brent Henkel. After further discussion, Councilor Prebeg amended his motion to include supplying the City with his journeyman certification prior to his six month probation period ending. Councilor Zupancich supported the amendment. The amended motion carried.

During the open discussion, Councilor Roskoski said that in the January 24, 2007, Library Board minutes they referred to the painting at the Library. The Director of Public Works advised the Council that the Library painting project had been scheduled, but was delayed because the paint had not been tested for lead yet. The Director of Public Works said the project will progress once the paint testing has been completed.

Also during the open discussion, Councilor Roskoski asked Councilor Zupancich about the status of the Park Ridge Development Project. Councilor Zupancich said that the Economic Development Authority is still waiting to hear from the Developer to see what is going to be constructed.

Also during the open discussion, Councilor Roskoski asked when the access road to Park Ridge Development behind Babich Automotive was going to be completed. Councilor Zupancich said that the access road would not be completed until a complete plan is submitted by the developer and then they would work with the Developer to have the appropriate access road built.

The Mayor announced that the Committee-of-the-Whole meeting was scheduled for Wednesday, February 7, 2007, at 6:30 p.m. It was the consensus of the Council to have the meeting in either the Wacootah or Iroquois Room.

At 8:16 p.m., it was moved by Skalko and supported by Prebeg that the meeting be adjourned. The motion carried.

Respectfully submitted:



Jill M. Forseen, CMC/MMCA
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. Mountain Iron Senior Citizen's Club, a thank you for the donation to their New Year's Eve party.
2. Saint Louis County, a letter advising the City of a grant workshop and notification of CDBG award for the Mountain Manor Playground Project in the amount of \$10,000.
3. Merton Sedgeman, V.F.W. 9th District Commander, a letter advising the City that the flags are placed incorrectly in the Mountain Iron Room.

Summary By Category And Distribution

Category	Distribution	Amount
MISCELLANEOUS	REIMBURSEMENTS	31,448.94
UTILITY	UTILITY	125,764.26
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	27,863.46
CAMPGROUND RECEIPTS	FEES	740.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,100.00
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
CD INTEREST	CD INTEREST 101	761.37
CD INTEREST	CD INTEREST 376	406.51
CD INTEREST	CD INTEREST 378	1,393.76
CD INTEREST	CD INTEREST 602	203.25
CD INTEREST	CD INTEREST 603	290.38
PERMITS	BUILDING	494.43
LICENSES	ANIMAL	70.00
MISCELLANEOUS	CHECK RETURN FEE	40.00
BUILDING RENTALS	COMMUNITY CENTER	1,150.00
TAXES	TRANSFERS FROM MI HRA	101,925.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	61.81
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	3,486.77
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	1,394.71
MISCELLANEOUS	FAX CHARGES	1.00
METER DEPOSITS	ELECTRIC	300.00
TAXES	TAXES RECEIVABLE-DELINQUENT	6,602.96
TAXES	BOND LEVY	988.36
TAXES	SPEC ASSESS-FUND 378-DELINQUEN	1,777.87
TAXES	PENALTIES & INTEREST-378 FUND	394.23
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	1,414.47
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,477.78
FINES	CRIMINAL	610.63
INTERGOVERNMENTAL REVENUE	IRRRB-GRANT APPLICATION GRANT	3,500.00
CD INTEREST	CD INTEREST 103	294.29
Summary Totals:		<u>320,016.24</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
02/07	02/06/2007	34451	10047	AMERICAN TEST CENTER INC	604-20200	900.00
02/07	02/06/2007	34452	5007	ASSURANT EMPLOYEE BENEFITS	101-20200	603.23
02/07	02/06/2007	34453	202	BRYAN WITALA	101-20200	50.00
02/07	02/06/2007	34454	30017	CARQUEST (MOUNTAIN IRON)	101-20200	198.22
02/07	02/06/2007	34455	220003	CITY OF VIRGINIA	101-20200	86.98
02/07	02/06/2007	34456	205	COLLEEN BALDWIN	101-20200	100.00
02/07	02/06/2007	34457	50015	EAST RANGE FIRE DEPT COALITION	101-20200	25.00
02/07	02/06/2007	34458	50005	EXACT EYE CARE	101-20200	219.40
02/07	02/06/2007	34459	60026	FASTENAL COMPANY	101-20200	115.78
02/07	02/06/2007	34460	60028	FIREHOUSE MAGAZINE	101-20200	30.00
02/07	02/06/2007	34461	60006	FISHER PRINTING	601-20200	764.67
02/07	02/06/2007	34462	70007	GOVERNMENT TRAINING SERVICE	101-20200	200.00
02/07	02/06/2007	34463	70004	GRANDE ACE HARDWARE	602-20200	27.29
02/07	02/06/2007	34464	70028	GREATER MINNESOTA AGENCY INC	101-20200	186.00
02/07	02/06/2007	34465	70032	GREEN TREE BY	101-20200	110.17
02/07	02/06/2007	34466	70029	GUARDIAN PEST CONTROL INC	101-20200	65.60
02/07	02/06/2007	34467	80022	HAWKINS INC	601-20200	605.41
02/07	02/06/2007	34468	140013	HD WATERWORKS SUPPLY	601-20200	584.29
02/07	02/06/2007	34469	90007	INDUSTRIAL LUBRICANT COMPANY	101-20200	1,364.18
02/07	02/06/2007	34470	90003	INTERSTATE POWER SYSTEMS	101-20200	114.70
02/07	02/06/2007	34471	110002	KRBT-AM	101-20200	50.00
02/07	02/06/2007	34472	120032	LAKE COUNTRY POWER	101-20200	130.00
02/07	02/06/2007	34473	120002	LAWSON PRODUCTS INC	101-20200	1,030.24
02/07	02/06/2007	34474	120003	LEAGUE OF MINNESOTA CITIES	101-20200	265.00
02/07	02/06/2007	34475	120039	LEEF SERVICES	101-20200	22.17
02/07	02/06/2007	34476	130006	MESABI HUMANE SOCIETY	101-20200	1,000.00
02/07	02/06/2007	34477	130040	MIDWEST SPORTSWEAR	101-20200	694.74
02/07	02/06/2007	34478	130023	MINNESOTA CHAPTER IAAI	101-20200	195.00
02/07	02/06/2007	34479	140026	MINNESOTA ENERGY RESOURCES	603-20200	5,809.71
02/07	02/06/2007	34480	130009	MINNESOTA POWER	101-20200	67,124.84
02/07	02/06/2007	34481	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	346.84
02/07	02/06/2007	34482	140047	NARDINI FIRE EQUIPMENT CO INC	101-20200	131.17
02/07	02/06/2007	34483	140043	NORTHERN 2-WAY SERVICE LLC	101-20200	240.00
02/07	02/06/2007	34484	140055	NORTHERN VISUAL SERVICES	301-20200	1,100.00
02/07	02/06/2007	34485	140008	NORTRAX EQUIPMENT/POWERPLAN	101-20200	53.41
02/07	02/06/2007	34486	40032	OFFICE OF ENTERPRISE TECHNOLOG	101-20200	419.83
02/07	02/06/2007	34487	180003	PERPICH TV & MUSIC INC	603-20200	110.16
02/07	02/06/2007	34488	180045	PHILLIPS 66-CONOCO-76	101-20200	3,749.37
02/07	02/06/2007	34489	160043	POMP'S TIRE SERVICE INC	101-20200	211.17
02/07	02/06/2007	34490	204	QUAD CITIES AREA BOWLING ASS'N	101-20200	100.00
02/07	02/06/2007	34491	180004	RANGE COOPERATIVES	101-20200	21.30
02/07	02/06/2007	34492	201	RAYMOND DALL	101-20200	50.00
02/07	02/06/2007	34493	180045	RESERVE ACCOUNT	601-20200	500.00
02/07	02/06/2007	34494	203	ROXANNE MCMILLEN	101-20200	50.00
02/07	02/06/2007	34495	180031	RRHS UMCM MESABA CLINICS	604-20200	262.70
02/07	02/06/2007	34496	180053	RUSSO CONSULTING	101-20200	320.00
02/07	02/06/2007	34497	190067	SAINT LOUIS COUNTY	101-20200	50.00
02/07	02/06/2007	34498	190059	SAINT LOUIS COUNTY AUDITOR	101-20200	4,713.70
02/07	02/06/2007	34499	190003	SARANEN AUTO	603-20200	50.97
02/07	02/06/2007	34500	190001	SEARS COMMERCIAL CREDIT	602-20200	665.54
02/07	02/06/2007	34501	190045	SERVICE SOLUTIONS	101-20200	336.59
02/07	02/06/2007	34502	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	35,000.00
02/07	02/06/2007	34503	190073	STANAWAY, ALAN	101-20200	77.60
02/07	02/06/2007	34504	206	STEPHANIE KNAPPER	101-20200	100.00
02/07	02/06/2007	34505	5003	STEVE NORVITCH	101-20200	186.72
02/07	02/06/2007	34506	190061	SULLIVAN CANDY & SUPPLY	101-20200	126.17
02/07	02/06/2007	34507	200020	THE TRENTI LAW FIRM	101-20200	1,842.15

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
02/07	02/06/2007	34508	207	TRACY APPLIEDORN	101-20200	50.00
02/07	02/06/2007	34509	200010	TUCK N ROLL UPHOLSTERY	603-20200	80.00
02/07	02/06/2007	34510	210030	U S BANK TRUST SERVICES	376-20200	40,940.00
02/07	02/06/2007	34511	210020	USI INC	101-20200	374.39
02/07	02/06/2007	34512	220025	VERIZON WIRELESS	101-20200	51.25
02/07	02/06/2007	34513	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	32,098.43
02/07	02/06/2007	34514	220028	VIRGINIA HOME CENTER	101-20200	33.12
02/07	02/06/2007	34515	20028	VIRGINIA REG MEDICAL CENTER	230-20200	100.00
02/07	02/06/2007	34516	240001	XEROX CORPORATION	101-20200	386.80
02/07	02/06/2007	34517	260002	ZIEBART	101-20200	289.68
02/07	02/06/2007	34518	260001	ZIEGLER INC	101-20200	28.33

Totals:

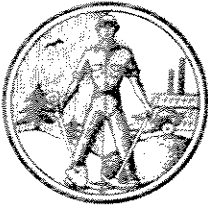
207,920.01

Payroll-PP Ending 1/26/07

86,319.19

TOTAL EXPENDITURES

\$294,239.20



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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RESOLUTION NUMBER 10-07

ORDERING PREPARATION OF REPORT ON IMPROVEMENT

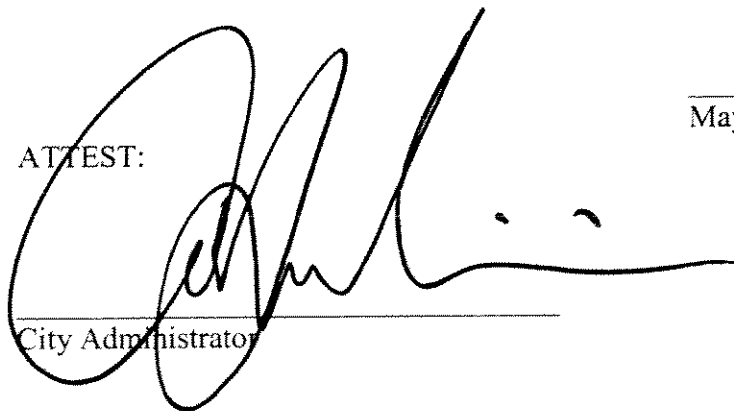
WHEREAS, it is proposed to improve those Street identified in Exhibit A by construction, reconstruction and/or overlay and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

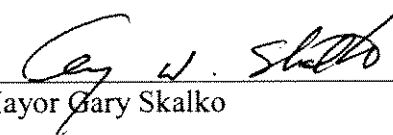
That the proposed improvement be referred to Benchmark Engineering for study and that they are instructed to report to the City Council with all convenient speed advising the City Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

DULY ADOPTED BY THE CITY COUNCIL THIS 5th DAY OF FEBRUARY, 2007.

ATTEST:



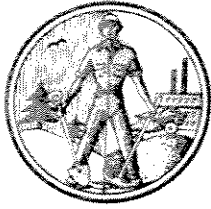
City Administrator



Mayor Gary Skalko

EXHIBIT A

Heather Avenue from Unity Drive to South End of Road
Coral Street from Marble Avenue to Mountain Avenue
Enterprise Drive North from Nichols Avenue to County Highway 7
Granite Street from Mineral Avenue to Marble Avenue
West End Centennial Street to approximately 400 feet east of Heather Avenue
Tamarack Street from County Road 7 to approximately 600 feet east of County Road 7
Locomotive Street from Mountain Avenue to west edge of Town of Grant plat
Unity Drive From County Road 7 to Mountain Iron Drive



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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RESOLUTION NUMBER 11-07

REGIONAL PUBLIC LIBRARY SYSTEM BASIC SUPPORT

WHEREAS, the regional public library systems in Minnesota have contributed to both improvements in library operation and efficiencies in providing services to the entire population of the State of Minnesota and,

WHEREAS, the State's contribution to Regional Library Basic System Support has not increased for more than a decade, and,

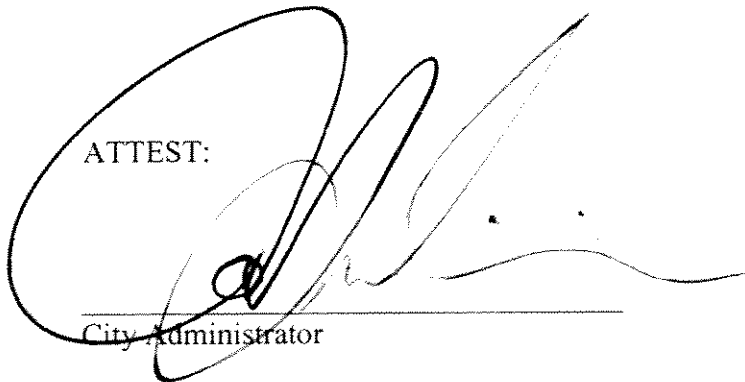
WHEREAS, the funding for regional public library systems has increasingly fallen on local property tax dollars,

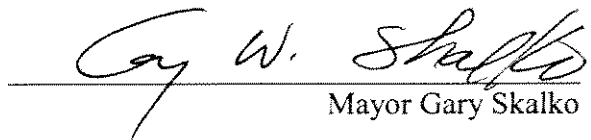
NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that it hereby requests its legislative representatives and the Governor to place a high priority on a substantial increase in the Regional Public Library System Basic Support appropriation during the 2007 legislative session.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that it hereby requests that the League of Minnesota Cities join the Minnesota Library Association (MLA) in lobbying the Legislature for this increase during the 2007 Legislative session.

DULY ADOPTED BY THE CITY COUNCIL THIS 5th DAY OF FEBRUARY, 2007.

ATTEST:



City Administrator

Mayor Gary Skalko

MINUTES
MOUNTAIN IRON CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING
FEBRUARY 7, 2007

Mayor called to order at 6:30PM with the following in attendance: Mayor Skalko, Joe Prebeg, Alan Stanaway, Tony Zupancich, Ed Roskoski, Jim Giorgi, Ray Saari, Mary Jacobsen, Barb Fivecoat, Andrea Wilson, Bob Voss, Julie Dale, Sue Tuomela, Margaret Soyring, Bruce Peterson, Scott Williams, Victoria Juntunen and Natalie Pankratz-Leff. Staff members present: Craig J. Wainio, Donald Kleinschmidt, Larry Nanti, Sally Peterangelo, Sgt. Rick Feiro, Justin Kochar, Gerry Knapper, Tom Cvar and Steve Norvitch.

Introductions of all participants took place.

Mayor started discussions with the idea of a Public Safety Committee questions were asked regarding how blight enforcement was to take place through the committee.

Zupancich stated that the City is working on a comprehensive plan and that a public meeting will be coming up to discuss the plan. Zupancich asked participants to express any concerns or questions about how the City is progressing. Cvar raised concerns over the infrastructure in the Original Townsite. Director of Public Works explained that all new construction complies with all fire codes and that a\fire flows are determined by the size of the water line.

Mayor brought up that we will go around and talk about the various boards.

UAB – Kleinschmidt explained the Lake Country Power takeover. Hiring of a new lineman. Utility rates are being constantly looked at to make Enterprise Funds break even. Funds are rate based, taxpayers do not cover the operations of the funds depreciation is recently taken into account.

Planning and Zoning – Saari EDA should look at affordable housing such a townhomes. Zupancich stated that the EDA has been approached for that type of development, however was not economic, EDA will review.

Prebeg requested input on Unity Addition west. Should lots be sold at \$30,000 or should we subsidize the lots. Mayor stated that we need to look long term at the tax base that was created. Zupancich explained commercial incentives that have been offered in the past.

EDA – Fivecoat clarified that EDA operates a little quieter in order protect the developers and it takes a lot of work and a lot of time to put a deal together.

Library – Peterangelo elevator installed, outside work is completed, electrical work, painting is to be completed new floor plan usage is up at the library. Library Board is looking into how to get a historic designation. Kleinschmidt informed the group that the paint at the Library tested positive for lead.

Planning and Zoning – Mayor questioned Planning and Zoning about fabric structures, specifically the Urban Residential Non Sewered. Skogman said that they are going to tackle these issues on nights where there is no other business to take care of in front of the board. Prebeg questioned the RV situation at Mashkenode Lake.

Parks and Recreation – Mayor reported Grant for South Grove Park, Grant for Locomotive Park. Soyring asked that there could be small rink in South Grove for the kids, hockey usually going on Hockey Rink.

Prebeg mentioned that the community center was also contain a youth center. Is there is a location for or do we need a youth center in the community?

Stanaway questioned the funding of Merritt Days and getting businesses involved. Nanti said that business are contacted and do not want to participate. Prebeg stated that there are not enough volunteers to run Merritt Days properly.

Mayor thanked everyone for volunteering and for coming tonight.

Meeting adjourned at 8:16pm.

Respectfully submitted:

Craig J. Wainio
City Administrator

COUNCIL LETTER 022007-IVC1

PUBLIC WORKS

STATE BID PRICES

DATE: February 14, 2007
FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

The following are the State Bid Contract # 436975 prices on 2008 pickup trucks awarded to Elk River Ford Inc. The cut-off date in 2006 for production in 2007 was earlier than expected in which our purchase was delayed.

Lundgren Motors will match the State Bid price as supplied from Elk River Ford Inc.

Staff is requesting the purchase of one 2008 Ford 250 truck at \$19,261.77 and one 2008 Ford 350 at \$19,903.77 from Lundgren Motors.

The 250 will be replacing the 1997 truck in the Water and Wastewater Department. This truck was budgeted for in the 2006 Capital Outlay but purchase was delayed due to manufacturing delay.

The 350 will be replacing the 1997 truck in the Street Department that has a cracked frame. This truck is budgeted for in the Street Department 2007 Capital Outlay.

GROUP 4B PICKUP TRUCK - 4 X 4 STANDARD CAB - 8' BOX LENGTH (APPROX.), GVWR 9600 MIN. SUGGESTED MODELS SUCH AS RAM 3500, F350, SILVERADO 3500, SIERRA 3500 AND OTHER.

Vehicle will include the following required OEM equipment if not part of standard base package.

Automatic Transmission	Split Bench Front Seat Seating	Daytime Running Lights
Engine Block Heater	Standard Base Upholstery	Base Package Floor Covering
AM/FM Radio	4-Wheel ABS Brakes	Limited Slip Differential
Cruise Control	Air Conditioning	Matching Full Size Spare Tire
Tilt Wheel	Bumpers w/Rear Step	Automatic Locking Front Hubs
Front Tow Hooks	All Terrain Tires	Dual Front Air Bags
Skid Plates	Tow Hitch	

Manufacturer, Make and Model No. Offered:	<u>2008 Ford F350 F31</u>
Engine Size: (Liters & No. of Cylinders)	<u>5.4 Liters - 8 of Cylinders</u>
GVWR:	<u>10,100#</u>
Payload Capacity (2700 TO 4848 lbs)	<u>4,000#</u>
Towing Capacity (conventional - 9000 TO 14,600)	<u>11,700# Truck Maximum</u>
Drivetrain - Must match load requirements	<u>4.10 L.S.</u>
Fuel Type: (Gasoline, Diesel, Hybrid)	<u>Gasoline</u>
Standard Equipment - Upholstery (Vinyl or Cloth)	<u>Vinyl</u>
Front Seat Configuration - Split Bench Front Seat - Confirm	<u>Yes</u>
Standard Floor Covering - (vinyl, other)	<u>Vinyl</u>
Standard Equipment - Bumper (Chrome or other?)	<u>Other</u>
Tire Type and Size	<u>A/T LT265/70RX17E</u>
Two Hooks Included? Confirm Yes or No	<u>Yes</u>

NOTE: Any option changes at the time of order shall be priced at the lowest manufacturer to dealer invoice price, offered with the response to the solicitation.

Price for One (1) unit per above specification - DELIVERED	<u>\$19,903.77</u>
<i>DEDUCT FOR CUSTOMER PICKUP</i>	<u>\$50.00</u>
<i>COST FOR EXTRA KEY SET</i>	<u>\$55.00</u> PATS KEY
<i>COST for Tow Hitch Class V with 2.5" Receiver, V5 rated to min., 10,000# conventional tow capacity (weight carrying) - Installed</i>	<u>Not Available</u>

Vendor: <u>Elk River Ford, Inc</u>	Phone No. <u>763-274-3339</u>
Contact Name <u>Dean "Ionny" Lonquist</u>	Toll Free No. <u>1-800-441-2301</u>
E Mail Address: <u>ionny@elkriverforddodgejeep.com</u>	Fax No. <u>763-274-3338</u>

GROUP 3B PICKUP TRUCK - 4 X 4 STANDARD CAB - 8' BOX LENGTH (APPROX.), 8650 GVWR MIN. SUGGESTED MODELS SUCH AS RAM 2500, F250, SILVERADO 2500HD, SIERRA 2500HD AND OTHER.

Vehicle will include the following required OEM equipment if not part of standard base package.

Automatic Transmission	Split Bench Front Seat Seating	Daytime Running Lights
Engine Block Heater	Standard Base Upholstery	Base Package Floor Covering
AM/FM Radio	4-Wheel ABS Brakes	Limited Slip Differential
Cruise Control	Air Conditioning	Matching Full Size Spare Tire
Tilt Wheel	Bumpers w/Rear Step	Automatic Locking Front Hubs
Front Tow Hooks	All Terrain Tires	Skid Plates
Tow Hitch	Dual Front Air Bags	

Manufacturer, Make and Model No. Offered:	<u>2008 Ford F250 F21</u>
Engine Size: (Liters & No. of Cylinders)	<u>5.4 Liters - 8 Cylinders</u>
GVWR:	<u>9,000#</u>
Payload Capacity (2525 to 4023 lbs)	<u>2,900#</u>
Towing Capacity (conventional - 8400 TO 10,600)	<u>11,700# Truck Maximum</u>
Drivetrain - Must match load requirements	<u>4.10 L.S.</u>
Fuel Type: (Gasoline, Diesel, Hybrid)	<u>Gasoline</u>
Standard Equipment - Upholstery (Vinyl or Cloth)	<u>Vinyl</u>
Front Seat Configuration - Split Bench Front Seat - Confirm	<u>Yes</u>
Standard Floor Covering - (vinyl, other)	<u>Vinyl</u>
Standard Equipment - Bumper (Chrome or other?)	<u>Other</u>
Tire Type and Size	<u>A/T LT245/75RX17E</u>
Tow Hooks - included?	<u>Yes</u>

NOTE: Any option changes at the time of order shall be priced at the lowest manufacturer to dealer invoice price, offered with the response to the solicitation.

Price for One (1) unit per above specification - DELIVERED	<u>\$19,261.77</u>
<i>DEDUCT FOR CUSTOMER PICKUP</i>	<u>\$50.00</u>
<i>COST FOR EXTRA KEY SET</i>	<u>\$55.00</u> PATS KEY

<u>Vendor:</u> Elk River Ford, Inc	<u>Phone No.</u> 763-274-3339
<u>Contact Name</u> Dean "lonny" Lonquist	<u>Toll Free No.</u> 1-800-441-2301
<u>E Mail Address:</u> lonny@elkriverforddodgejeep.com	<u>Fax No.</u> 763-274-3338

COUNCIL LETTER 022007-IVC2

PUBLIC WORKS

300 GALLON GARBAGE CANISTERS

DATE: February 14, 2007

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff is requesting City Council authorization to purchase thirty six (36) 300 gallon garbage canisters and 12 lids from McQueen Equipment Inc. for \$13,632.00.

This purchase will be funded from the Garbage Fund.

McQueen Equipment is the single service supplier of these canisters in this area.



February 12, 2007

Mr. Don Kleinschmidt
 City of Mountain Iron
 8586 S.Enterprize Dr.
 Mountain Iron, MN 55768

Dear Don:

MacQUEEN EQUIPMENT INC. is pleased to offer the following proposal for your consideration and approval.

36-RMI 300- Gallon Containers
 Black W/Black Lids
 5-Year Prorated Warranty

12-RMI 300- Gallon Container Lids

F.O.B. Mt. Iron, MN
 3-4 Week Delivery ARO Will Advise

Selling Price \$ 13,632.00

 Customer

 Bob Larson
 MacQUEEN EQUIPMENT INC.

 Date

COUNCIL LETTER 022007-IVD1

**PARKS & RECREATION
& PUBLIC WORKS**

ADVERTISING

DATE: February 14, 2007

FROM: Larry Nanti
Director of Parks & Recreation

Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff is requesting Council approval to advertise in the usual and customary ways in the Mesabi Daily News and/or the Manney's Shopper for the following:

- A. Summer labor positions for Public Works
- B. All Summer Recreation Department Staff positions
- C. Fourth of July Celebration
- D. Merritt Day's Celebration

All other requests for advertising will be submitted for City Council approval.

COUNCIL LETTER 022007-IVD2

**PARKS & RECREATION
& PUBLIC WORKS**

HIRING POLICY

DATE: February 14, 2007

FROM: Larry Nanti
Director of Parks & Recreation

Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff is recommending that the Hiring Policy for summer help be reviewed by the Personnel Committee.

COUNCIL LETTER 022007-IVD2

PARKS & RECREATION

MCC PROGRAM CONTRACT

DATE: February 14, 2007

FROM: Larry Nanti
Director of Parks & Recreation

Craig J. Wainio
City Administrator

The City Council passed a motion at the December 4, 2006 meeting to apply for the Minnesota Conservation Program. Staff has been notified that we were approved and the contract is enclosed for City Council action.

The work crews that we will receive are from the Eveleth DNR office. Work to be performed includes tree cutting and brushing at the campground and the crew does supply all the equipment they require.

Upon approval, the start date would be February 26, 2007.

**DEDICATED FUNDS WORK ORDER BETWEEN THE
City of Mountain Iron
AND FRIENDS OF MINNESOTA CONSERVATION CORPS**

Project Number: B-211-10217

This work order is between the Project Host of Minnesota, acting through its Department of Natural Resources, City of Mountain Iron ("Project Host") and FRIENDS OF MINNESOTA CONSERVATION CORPS (MCC). This work order is issued under the authority of Joint Powers Agreement, dated June 30, 2005, CFMS Number A77411, and is subject to all provisions of the joint powers agreement, which is incorporated by reference.

WORK ORDER – (MCC DEDICATED FUNDS)

1. TERM OF WORK ORDER

- 1.1 **February 26, 2007**, or the date the MCC obtains all required signatures under, whichever is later.
- 1.2 **June 30, 2007**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. DUTIES OF MCC

- 2.1 Complete services as specified in Exhibit A, which is attached hereto, and shall be a part of this work order.
- 2.2 Hire and supervise MCC personnel in accordance with MCC guidelines.
- 2.3 Provide basic orientation and training as appropriate for MCC corpsmembers.
- 2.4 Provide consultation and on-site project review to ensure that service is progressing in accordance with this work order and MCC guidelines.
- 2.5 Provide personnel and payroll administration for MCC corpsmembers.
- 2.6 Provide all necessary transportation of MCC corpsmembers to and from service sites.
- 2.7 Provide basic tools, safety gear, personal supplies and equipment needed by MCC corpsmembers to meet all Project Host and federal safety requirements. Provide worker's compensation insurance for all MCC corpsmembers.
- 2.8 Track services completed and make this information available to PROJECT HOST upon request.

3. DUTIES OF PROJECT HOST

- 3.1 Provide project specific direction and assistance to the MCC corpsmember(s).
- 3.2 Provide public information that MCC is performing services within the PROJECT HOST'S area of responsibility.
- 3.3 Provide at least one media promotion to the public stating that the services(s) are being performed by MCC. Any publicity regarding the subject matter of this work order must not be released without prior written approval from MCC's Authorized Representative.
- 3.4 Ensure safe working conditions in and around project areas that meet all Project Host and federal standards.
- 3.5 Secure all local, county, Project Host and federal permits required by law prior to the commencement of work.
- 3.6 Provide MCC corpsmembers with training and educational opportunities relevant to the services being performed. PROJECT HOST may provide or arrange said training or may request MCC assistance in providing or arranging said training, as described in Exhibit A.
- 3.7 Provide specialized tools, safety gear, personal supplies and equipment that are not available through MCC and that are needed by MCC corpsmembers to meet all Project Host and federal safety requirements.
- 3.8 Provide all project materials, supplies and chemicals.

4. CONSIDERATIONS AND PAYMENT

- 4.1 MCC will pay for services performed by MCC, utilizing its dedicated fund accounts. Expenditures from these accounts shall be expended only for the purposes for which they were intended.
- 4.2 Materials (chemicals, lumber, hardware, plant material, etc.) shall be provided by the PROJECT HOST at the expense of the PROJECT HOST.
- 4.3 Additional Opportunities for PROJECT HOST to utilize MCC: PROJECT HOST requested projects that do not get selected by MCC for use of MCC dedicated funds may potentially still be completed on either a fee-for-service or pro-bono basis, as determined by MCC.

5. PROJECT MANAGERS

The PROJECT HOST's Project Manager is Larry Nanti, ??? 8586 Enterprise Drive South, Mountain Iron, MN 55768 ph 218-748-7570. If the PROJECT HOST's Project Manager changes at any time during this work order, the PROJECT HOST must immediately notify MCC.

The MCC's Project Manager is Lisa Cassioppi, NE District Manager, 1201 East Hwy 2, Grand Rapids, MN 55744 ph 218-327-4139. If the MCC's Project Manager changes at any time during this work order, the MCC must immediately notify the PROJECT HOST.

6. DUPLICATION, DISPLACEMENT, SUPPLANTATION

PROJECT HOST certifies that assignment of MCC corpsmembers will not result in:

- 6.1 Duplication of an activity otherwise available in the locality of the program.
- 6.2 Displacement of currently employed workers or workers on seasonal layoff or layoff from a substantially equivalent position, including partial displacement such as reduction in hours of non-overtime work, wages, or other employment benefits.
- 6.3 Termination or layoff of employees.
- 6.4 Infringement on the promotional opportunity of an employee or infringement on services performed by an employee as part of the employee's assigned duties.
- 6.5 Supplanting the hiring of employed workers.
- 6.6 Infringement on the assignments of any presently employed worker; an employee who recently resigned or was discharged; an employee who is on leave, on strike, being locked out, subject to a reduction in force, or has recall rights subject to a collective bargaining agreement or applicable personnel procedure.
- 6.7 (Applicable to AmeriCorps MCC Corpsmembers.) MCC corpsmembers that are AmeriCorps funded are subject to the provisions of 42 V.S.C. §§ 12501 - 12682 and 45 C.F.R. parts 2500 - 2550. These laws require, in part, that AmeriCorps assistance be used only for a program that:
 - 6.7.1 Does not duplicate, and is in addition to, an activity otherwise available in the locality of the program;
 - 6.7.2 Will not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits; and
 - 6.7.3 Will not create a service opportunity that will infringe on the promotional opportunity of an employee.
- 6.8 The positions and job duties of persons employed in projects shall be submitted to affected exclusive representatives prior to actual assignment. An AmeriCorps/MCC member shall not perform services or duties or engage in activities that:
 - 6.8.1 Would otherwise be performed by an employee as part of the employee's assigned duties,
 - 6.8.2 Will supplant the hiring of employed workers,
 - 6.8.3 Are services or duties with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.
 - 6.8.4 Have been performed by or were assigned to any presently employed worker; an employee who recently resigned or was discharged; an employee who is on leave, on strike, being locked out, subject to a reduction in force, or has recall rights subject to a collective bargaining agreement or applicable personnel procedure.

7. CANCELLATION

- 7.1 This work order may be cancelled by the PROJECT HOST or MCC at any time, with or without cause, upon 30 days written notice to the other party. In the event of such cancellation, MCC shall expend dedicated funds for services performed up to date of cancellation.
- 7.2 MCC reserves the right to withdraw corpsmembers from PROJECT HOST for emergency response work including, but not limited to, natural disasters and wild fire response. MCC will make reasonable efforts to accommodate the needs of the PROJECT HOST.

**FRIENDS OF MINNESOTA
CONSERVATION CORPS**

PROJECT HOST PROJECT MANAGER

By: <i>Lisa M. Carrigan</i>	By:
Title: <i>NE District Manager</i>	Title/Division:
Date: <i>2/14/07</i>	Date:

Exhibit A

MCC project description: Dedicated Funds match

MCC will donate 4 days labor as a match to the fee for service contract with the City of Mountain Iron.

Name of project(s): West Two Rivers Camground

Project location (nearest town, area, park, trail, site, etc.): Mountain Iron

Purpose or reason for project: To address the safety concerns and issues for users and for ADA compliance

Detailed explanation of project: Widen walking path by the lakeshore to provide safety from brush and overhanging trees. Brush and cut trees at existing camp site for safety and to allow more caping space.

Specialized training needed and who will provide it:

Alternate work plan in the event of adverse weather: Crews are capable of working in all but extreme cold and wind conditions. We will plan our work according to the weather conditions.

B-501-10216

SERVICE AGREEMENT

Between



And

The City of Mountain Iron

This contract, and amendments and supplements thereto, subject to the Laws of Minnesota is by and between the FRIENDS OF THE MINNESOTA CONSERVATION CORPS, 1201 East Hwy 2, Grand Rapids, MN 55744 (hereinafter "MCC") and The City of Mountain Iron, 8586 Enterprise Drive South, Mountain Iron, MN 55768 (hereinafter "PURCHASER").

The PURCHASER is in need of MCC services to widen the walking path along the lakeshore and brushcut trees at existing camp sites to improve safety for public use. MCC represents that it is duly qualified and agrees to provide the services described in this contract.

TERM OF CONTRACT

- 1.1 **Effective date:** February 13, 2007, or the date MCC obtains all required signatures, whichever is later.
- 1.2 **Expiration date:** March 30, 2007, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

DUTIES OF MCC

- 2.1 Complete services as specified in Exhibit A, which is attached hereto, and shall be a part of this contract.
- 2.2 Hire and supervise MCC personnel in accordance with MCC guidelines.
- 2.3 Provide basic orientation and training as appropriate for MCC corpsmembers.
- 2.4 Provide consultation and on-site project review to ensure that service is progressing in accordance with this contract and MCC guidelines.
- 2.5 Provide personnel and payroll administration for MCC corpsmembers.
- 2.6 Provide all necessary transportation of MCC corpsmembers to and from service sites.
- 2.7 Provide basic tools, safety gear, personal supplies and equipment needed by MCC corpsmembers to meet all state and federal safety requirements.
- 2.8 Provide worker's compensation for all MCC corpsmembers.
- 2.9 Track services completed and make this information available to PURCHASER upon request.

Project Code B-501-10070

MCC Service Agreement: February 13, 2007

The City of Mountain Iron and Northeast District MCC

DUTIES OF PURCHASER

- 3.1 Provide project specific direction and assistance to the MCC work crew.
- 3.2 Provide public information that MCC is performing services within the PURCHASER'S area of responsibility.
- 3.3 Provide at least one media promotion to the public stating that the services(s) are being performed by MCC. Any publicity regarding the subject matter of this contract must not be released without prior written approval from MCC's Authorized Representative.
- 3.4 Ensure safe working conditions in and around project areas that meet all state and federal standards.
- 3.5 Secure all local, county, state and federal permits required by law prior to the commencement of work.
- 3.6 Provide MCC corpmembers with training and educational opportunities relevant to the services being performed. PURCHASER may provide or arrange said training or may request MCC assistance in providing or arranging said training.
- 3.7 Provide specialized tools, safety gear, personal supplies and equipment that are not available through MCC and that are needed by MCC corpmembers to meet all state and federal safety requirements.
- 3.8 Provide all project materials, supplies and chemicals.

PAYMENT

- 4.1 PURCHASER will pay MCC for services performed by MCC.
- 4.2 PURCHASER's obligation to MCC under this contract is up to a maximum of \$2,480.00 based on the following fee schedule: **4 days @ \$620 per 10 hour day for a 4 person MCC crew.**
- 4.3 MCC may invoice monthly. MCC shall send final invoice to PURCHASER upon service completion.
- 4.4 PURCHASER shall make payment within 30 days of receipt of invoices.

CANCELLATION

- 5.1 This contract may be cancelled by the PURCHASER or MCC at any time, with or without cause, upon 30 days written notice to the other party. In the event of such cancellation, MCC shall be entitled to payment for services performed.
- 5.2 MCC reserves the right to withdraw corpmembers from PURCHASER for emergency response work including, but not limited to, natural disasters and wild fire response. MCC will make reasonable efforts to accommodate the needs of the PURCHASER. PURCHASER has no funding commitment to MCC for services completed by MCC while corpmembers have been withdrawn from PURCHASER for emergency response. PURCHASER shall remain liable for payment for services that MCC provides to PURCHASER.

AUTHORIZED REPRESENTATIVES

- 6.1 MCC's Authorized Representative is Lisa Cassioppi, Northern District Manager, 1201 East Hwy 2, Grand Rapids, MN 55744 ph 218-327-4139, or his/her successor.
- 6.2 The PURCHASER's Authorized Representative is Larry Nanti ~~22222~~ 8586 Enterprise Drive

Project Code B-501-10070

MCC Service Agreement: February 13, 2007

The City of Mountain Iron and Northeast District MCC

B-501-10216

South, Mountain Iron, MN 55768 ph 218-748-7570, or his/her successor.

AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

- 7.1 Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.
- 7.2 If MCC fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.

LIABILITY

- 8.1 Each party shall be responsible for its own acts and omissions and the results thereof to the extent authorized by law and shall not be responsible for the acts and omissions of the other party and the results thereof.

GOVERNING LAW, JURISDICTION, AND VENUE

- 9.1 Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

DUPLICATION, DISPLACEMENT, SUPPLANTATION

- 10.1 PURCHASER certifies that assignment of MCC corpsmembers will not result in:
 - 10.1.1 Duplication of an activity otherwise available in the locality of the program.
 - 10.1.2 Displacement of currently employed workers or workers on seasonal layoff or layoff from a substantially equivalent position, including partial displacement such as reduction in hours of non-overtime work, wages, or other employment benefits.
 - 10.1.3 Termination or layoff of employees.
 - 10.1.4 Infringement on the promotional opportunity of an employee or infringement on services performed by an employee as part of the employee's assigned duties.
 - 10.1.5 Supplanting the hiring of employed workers.
 - 10.1.6 Infringement on the assignments of any presently employed worker, an employee who recently resigned or was discharged; an employee who is on leave, on strike, being locked out, subject to a reduction in force, or has recall rights subject to a collective bargaining agreement or applicable personnel procedure.
- 10.2 (Applicable to AmeriCorps MCC Crews.) MCC crews that are AmeriCorps funded are subject to the provisions of 42 U.S.C. §§ 12501 - 12682 and 45 C.F.R. parts 2500 - 2550. These laws require, in part, that AmeriCorps assistance be used only for a program that:
 - 10.2.1 Does not duplicate, and is in addition to, an activity otherwise available in the locality of the program;
 - 10.2.2 Will not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits; and
 - 10.2.3 Will not create a service opportunity that will infringe on the promotional opportunity of an employee.

Project Code B-501-10070

MCC Service Agreement: February 13, 2007

The City of Mountain Iron and Northeast District MCC

B-501-10216

10.3 The positions and job duties of persons employed in projects shall be submitted to affected exclusive representatives prior to actual assignment. An AmeriCorps/MCC member shall not perform services or duties or engage in activities that:

10.3.1 Would otherwise be performed by an employee as part of the employee's assigned duties.

10.3.2 Will supplant the hiring of employed workers.

10.3.3 Are services or duties with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.

10.3.4 Have been performed by or were assigned to any presently employed worker; an employee who recently resigned or was discharged; an employee who is on leave, on strike, being locked out, subject to a reduction in force, or has recall rights subject to a collective bargaining agreement or applicable personnel procedure.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

PURCHASER:

PURCHASER certifies that the appropriate person(s) have executed this contract on behalf of PURCHASER as required by applicable articles, by-laws, resolutions, or ordinances.

MCC:

MCC certifies that the appropriate person(s) have executed this contract on behalf of MCC as required by applicable articles, by-laws, resolutions, or ordinances.

By:
Title:
Date:

By: <i>Lisa M. Carrianni</i>
Title: <i>NE District Manager</i>
Date: <i>2/14/07</i>

By:
Title:
Date:

By:
Title:
Date:

Roskoski, no; and Skalko, yes.

No one spoke during the public forum.

The Mayor reported the final inspection was completed on the Library elevator on November 30, 2006, and the elevator was now available for residents to use.

The Mayor updated the Council and residents on the Christmas Lighting Project. He stated that this was a two year project that the Council approved and has now been completed. The Mayor thanked the City Staff involved in implementing the lighting project. He stated that the entire town now has Christmas lights.

The Mayor updated the Council regarding the recent article on newspaper regarding the P & H MinePro Project. He said that the article stated that they were relocating in Virginia. He felt that this was premature, as they are negotiating with the City of Virginia and they are currently negotiating with the City of Mountain Iron also. The Mayor said that there is no signed development agreement as of this date. The Mayor said they would like to keep P & H MinePro in Mountain Iron to retain the good paying jobs and increase the tax base in the City.

Councilor Roskoski asked the City Administrator if he had attended the meeting in Hibbing regarding the Fiber Optics Study. The City Administrator said that he had attended the meeting. He said that they outlined the structure, designated the insurance, and set the next meeting. Councilor Roskoski said that he heard that if there is not enough local support/customers that the City would have to subsidize the project. Councilor Nelson said that this was mentioned at the meeting when the idea was initially proposed. The Mayor said that they are currently looking into the project. Councilor Nelson said that initially he was not in favor of the fiber optics project, but after watching a show on fiber optics on television, he feels that this may be an important project for the City to consider.

The Recreation Director stated that the City Administrator obtained information from the Minnesota Conservation Corps and Staff wanted to know if the Council was interested in applying for the program. Councilor Roskoski said that the City should put our own program together and hire our own people to have more control. The Recreation Director said that the program is based out of Grand Rapids. Councilor Prebeg asked the Director of Public Works if the City Crew could do this type of work. The Director of Public Works said that he would apply for the program and then seek additional information on the workers if the City receives approval.

It was moved by Prebeg and supported by Skalko to direct City Staff to apply for the Minnesota Conservation Program. And, if selected, investigate where the work crews are from, what they can do, and what equipment they supply. The motion carried on the following roll call vote: Nelson, yes; Irish, yes; Roskoski, no; Prebeg, yes; and Skalko, yes.

It was moved by Roskoski and supported by Skalko to authorize the Fire Department to purchase 20 sets of turn out gear from Metro Fire at the quoted price of \$1,786.00 per fire fighter because of the quality of the equipment, to authorize the purchase of 20 lockers from Wirecrafters LLC at their quoted price of \$6,936.00, and to purchase two industrial wash machines at an approximate cost of \$2,600 per machine with the funds coming from the \$34,200 FEMA grant and the balance from the City funds. The motion carried unanimously on a roll call vote.

COUNCIL LETTER 120406-IVD1

PARKS & RECREATION

APPLY FOR PROGRAM

DATE: November 29, 2006

FROM: Larry Nanti
Director of Parks & Recreation

Craig J. Wainio
City Administrator

Staff is recommending the City of Mountain Iron apply for the Minnesota Conservation Program.

The work crews consist of a four man crew and provide a majority of the hand and power tools. The cost is \$2,500 per week.

Projects that may be included in this would be the clearing of trails at the West Two Rivers Campground, clearing and widening the bike trail and working on projects in our parks.

The City has been urged to apply before the end of this year because there are crews available.



Saint Louis County

Office of the Sheriff - 100 North 5th Avenue West, Room 103 • Duluth, Minnesota 55802
Phone: (218) 726-2337 - Fax: (218) 726-2171

Ross Litman
Sheriff

TO: Mt. Iron Mayor and City Council
FROM: Sgt. Rick Feiro
RE: Stats for January 2007
DATE: February 06, 2007

The St. Louis County Sheriff's Office in Mt. Iron responded to the following calls for service during the month of January.

Deputies also performed 66 traffic stops while issuing 18 citations for traffic or criminal offenses and 48 traffic warnings.

Calls For Service:

- 1-Fire Calls
 - 4-Drug related Calls
 - 16- On views- Officer initiated contacts checking on persons, vehicles, properties
 - 24- Public Assists (Hotrodders, Loud Music, Animal Complaints, etc.)
 - 18- Custodial Arrests
 - 13- Disturbances (Verbal arguments/Domestic/Threats)
 - 17- Suspicious Person/Vehicles or Unwanted Person(s)
 - 11-Theft
 - 16- Assists to Virginia Sheriff's (7 of these were inside MT. Iron City limits)
 - 12- Assists to Virginia Police Department(2 of these in City Limits- Traffic Stops)
 - 12- Welfare Checks Upon Persons or Suicide Threats
 - 15- Medical Assists
 - 9- Motor Vehicle Crashes
 - 7- Alarm Calls
 - 4- Assault
 - 3- Damage to Property
 - 2- Burglary
 - 3-Animal Complaints
 - 4-Search Warrants
 - 10- Other Miscellaneous Calls (Ex. Harassment, Civil Disputes, ATLS, Assist State Patrol)
 - 2-Runaway Reports
- Warrant

Reply to:

Administrative Offices
100 N 5th Ave. W, Rm 103
P.O. Box 16187 Duluth, MN 55816
Phone: (218) 726-2341
Fax: (218) 726-2171

County Jail
4334 Haines Road
Duluth, MN 55811
Phone: (218) 726-2345
Fax: (218) 725-6134

311 Emergency Management
5735 Old Miller Trunk Hwy
Duluth, MN 55811
Phone: (218)
Fax: (218)

Sheriff's Office
300 South 5th Avenue
Virginia, MN 55792
Phone: (218) 749-7134
Fax: (218) 749-7192

Sheriff's Office
1810 12th Ave. E
Hibbing, MN 55746
Phone: (218) 262-0132
Fax: (218) 262-6334



Saint Louis County

Office of the Sheriff - 100 North 5th Avenue West, Room 103 • Duluth, Minnesota 55802
Phone: (218) 726-2337 - Fax: (218) 726-2171

Ross Litman
Sheriff

TO: Mt. Iron Mayor and City Council
FROM: Sgt. Rick Feiro
RE: SUV Purchase- price quotes/costs
DATE: February 12, 2007

Dear sirs,

Upon the request from the City Council on January 17, 2007, I submitted requests for cost of purchasing an SUV for a squad car to local businesses. The following is a list of the responses received and expected costs:

	Total with Add.
- State Bid (Elk River Dodge): 2007 Dodge Durango 4x4 SXT: \$21,022.00	\$27,747.00
- Hibbing Chrysler: 2007 Dodge Durango 4x4: \$22,186.00 plus tax and registraion	\$28,911.00
- Iron Trail Motors: 2007 Dodge Durango SXT 4x4: \$25,376	\$32,101.00
- Lundgren's Motors: 2007 Ford Expedition SSV EL: \$26,860.32	\$33,585.32
2007 Ford Expedition SSV Std: \$25,307.32	\$32,032.32
- Ken Waschke's Auto Plaza: 2007 GMC Yuon 4WD 1500 Commercial TK10706: \$31,248.93	\$37,973.93

Additional costs associated to purchase irregardless of vehicle purchased:

Setup: \$3500
Radar: \$1850
Partition (cage): \$550
Control Box: \$200
Decaling/Window Tint: \$625 (275/350)
Total Additional Costs: \$6725

Final cost may vary slightly due to light requirements and emergency equipment, but this cost should be close

Reply to:

32

Administrative Offices
100 N 5th Ave. W, Rm 103
P.O. Box 16187 Duluth, MN 55816
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COUNCIL LETTER 022007-IVH1

PERSONNEL COMMITTEE

SALARY ADJUSTMENT

DATE: February 14, 2007
FROM: Personnel Committee
Craig J. Wainio
City Administrator

At their recent meeting, the Personnel Committee reviewed the duties of the City Administrator and Director of Public Works before and after the retirement of the Foreman. Based upon the review, the Committee determined that the duties of both have increase in that time and are recommending a salary adjustment of \$400 per month for the City Administrator and \$600 per month for the Director of Public Works. This adjustment would begin June 1, 2006 and terminate upon the filling of the Foreman position.

PLANNING & ZONING COMMISSION MINUTES
MOUNTAIN IRON, MINNESOTA
FEBRUARY 12, 2007

CALL TO ORDER

The regular meeting of the Mountain Iron Planning and Zoning Commission was called to order by Vice-Chairman Steve Skogman at 7:02 p.m. Present were: Steve Skogman, Jim Giorgi, Barb Fivecoate and Margaret Soyering. Also present were: Council Liaison Tony (TJ) Zupancich and Zoning Administrator Jerry Kujala. Absent members were: Steve Giorgi, Vicky Juntunen and Ray Saari.

CONSENT AGENDA

A motion was made by J.Giorgi with support from Soyering to accept the minutes of the January 22, 2007 meeting with the minutes amended to read that the Variance for Five Star Living was approved on a motion by Skogman with support from Soyering and passed unanimously. The amended minutes passed unanimously tonight.

REPORTS

Zoning Administrator:

Former portable bank trailer that is parked near Floor to Ceiling will be moved by Summer.

UNFINISHED BUSINESS

Fabric Structures:

Discussion was held on the present ordinance in effect and the tubular and fabric structures. A consensus was drawn by the Commission and the Zoning Administrator will write up a recommendation and bring it back to the February 26th Planning and Zoning Commission meeting for discussion and/or approval and to be forwarded to the City Council.

Variance:

Passed at the last Planning and Zoning Commission meeting and reflected in the correction in the minutes.

Other:

Discussion was held on the new LED signs. A motion was made by Skogman with support from Soyering to have a moratorium on LED signs until the ordinance has been reviewed. The motion passed unanimously.

OPEN DISCUSSION

Members thought the Committee-of-the-Whole meeting was very good and well attended and hoped it would be continued every year, into the future.

ADJOURN

At 8:10 p.m. a motion was made by Fivecoate with support from J.Giorgi to adjourn the meeting and it passed unanimously.

Respectfully submitted:

Barb Fivecoate
Secretary

CITY OF MOUNTAIN IRON
 VARIANCE APPLICATION *

Name of Applicant: FIVE STAR LIVING OF MT. IRON Signature of Applicant: [Signature] Date: 11/29/06
 Address: 11 E. Superior Street, Duluth MN 55804 Phone: 727-9556
 Legal Description: Sec 500 Lot 11 Twp/Block 58 Rgd/Subd 18 Parcel Code # 175-0071-00906
 Area for which Variance Requested: 8583 UNITY DRIVE MT. IRON
 Variance Requested: PERMANENT SIGN

Statements addressing condition of "undue hardship" for which variance is requested. FIVE STAR LIVING CONTRACTS CUSTOM SIGN & GRAPHICS TO BUILD OUR SIGNS.

BECAUSE OF THE WAY THESE SIGNS ARE CONSTRUCTED (FIBERGLASS MADS) WE HAVE GONE TO ONE SIZE WHICH IS APPROX. 26 SQFT. SO ONE SET UP CHARGE IS NEEDED.

I ASK THE CITY OF MT IRON TO REVIEW OUR NEEDS AND SIGNAGE TO ALLOW US TO USE OUR PERMANENT SIGN

THANK YOU
Chris Strom
Five Star Living

* 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.

Pd \$150.00 12/27/06
Rec. S.002299

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Zoning Administrator Review	Mailed to JDK	12-28-06	CMT
Public Hearing Set	Set for 1/24/07 7:10 PM	1/9/07	CMT
Hearing Notice Published	Missabi Daily News	1/11/07	CMT
Board of Adjustment and Appeals Recommendation			
Council Action			
Filed with County Recorder			

Conditions Attached _____

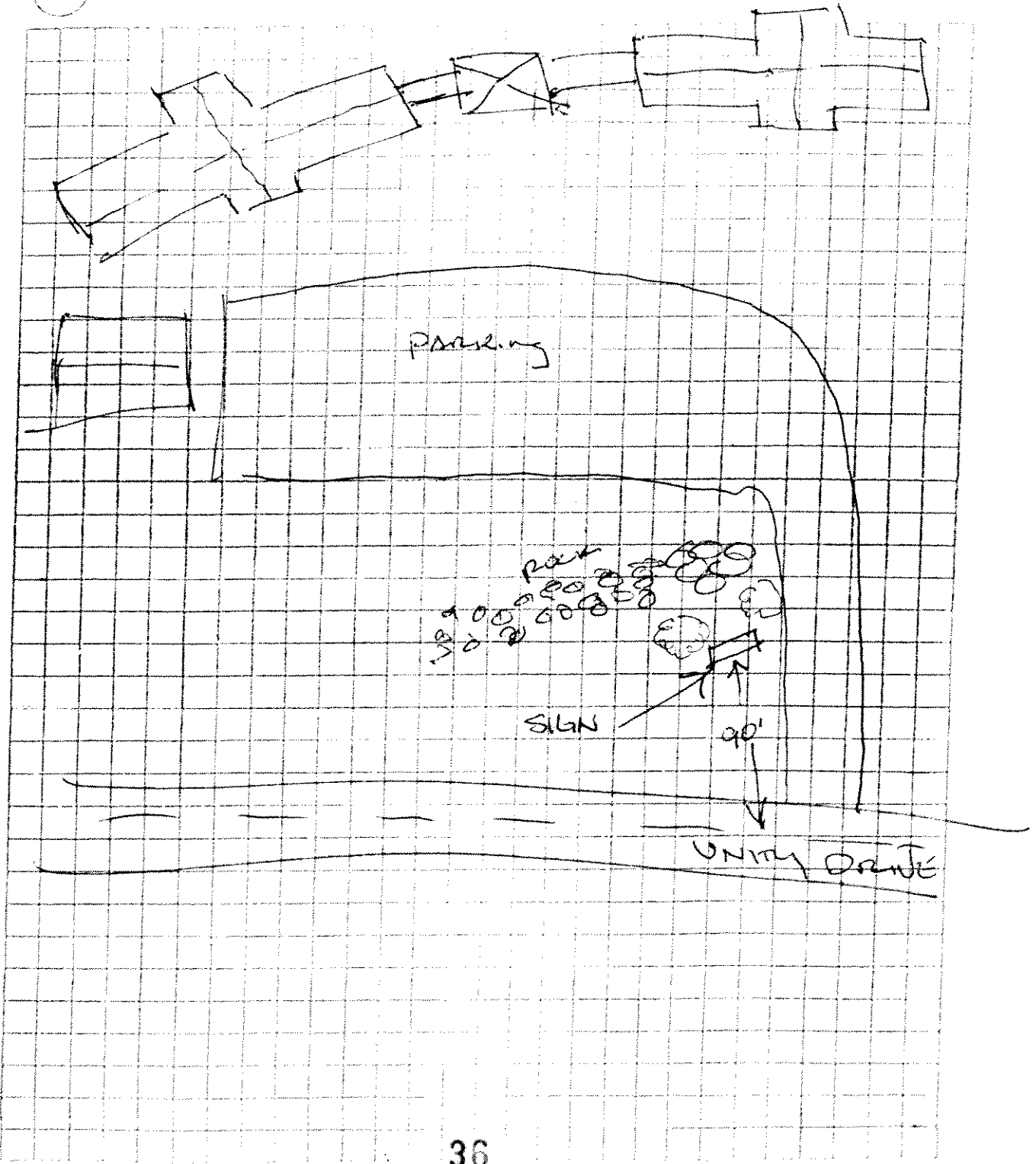
UNITY DRIVE, ...
CITY OF ...
...

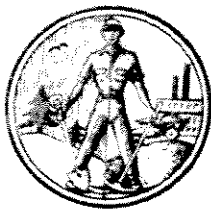
...

...



INDICATE NORTH OR CLOCK





CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, January 22, 2007 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 Five Star Living of Mountain Iron, 8583 Unity Drive, Mountain Iron for a variance from the sign requirements of the Zoning Ordinance. The property is legally described as follows:

Section 11, Township 58 North, Range 18 West

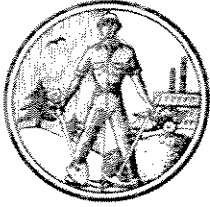
Southeast Quarter (SE ¼) of Southwest Quarter (SW ¼) ex South 350 feet of East 320 feet

Parcel Code: 175-0071-00906

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



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ORDINANCE NUMBER 01-07

RELATING TO THE ADOPTION OF AN INTERIM ORDINANCE REGULATING THE ISSUANCE OF ANY APPROVAL OR PERMIT FOR THE INSTALLATION, CONSTRUCTION OR EXPANSION OF, ANY ILLUMINATED FLASHING, BLINKING OR MOVING ADVERTISING SIGN CONTAINING CHANGEABLE MESSAGES WITHIN THE CITY OF MOUNTAIN

THE CITY COUNCIL OF MOUNTAIN IRON ORDAINS:

Section 1. Interim Ordinance.

- a. The purpose of this ordinance is to protect the health, safety, and welfare of the citizens.
- b. The City Council is concerned about the effects of illuminated advertising signs upon the traveling public. These signs pose a hazard to the traveling public by the use of colorful lights and changeable messages. These attention-getting and eye-catching signs may threaten the safety of motorists, cyclists, pedestrians and other users of public streets and property by diverting motor vehicle drivers' attention away from the road.
- c. The Council has authorized a for the purpose of considering the amendment or adoption of official controls relating to the need for additional land use regulations addressing illuminated advertising signs with changeable messages.
- d. The Council is concerned that the placement of any illuminated advertising signs with changeable messages during the pendency of the above-mentioned study may compromise the results of that study and may harm the public's health, welfare and safety.
- e. Minnesota Statutes, Section 462.355, Subd. 4, authorizes the City to adopt interim zoning ordinances applicable to all or a part of the City for the purpose of protecting the health, safety, and welfare of its citizens, which ordinance may regulate, restrict or prohibit any use or development within the City for a maximum period not to exceed one year, with a possible extension up to an additional period of 18 months.

- f. It is hereby found and determined that it is in the best interest of the sound, aesthetic and efficient development of the City as a whole, as well as in the public's health, safety and welfare interests, that the authority granted by the above-mentioned Minnesota Statute be used by the City in conjunction with the above-authorized study.
- g. The City hereby prohibits the issuance or approval of any zoning certificate, sign permit, building permit or other land use official control for any advertising sign that has illuminated flashing, blinking or moving lights or a changeable message area as those terms are defined in this ordinance. The City also prohibits the installation, construction, reconstruction or expansion of any advertising sign that has illuminated flashing, blinking or moving lights or a changeable message area as those terms are defined in this ordinance.
- h. For purposes of this Section, the term "illuminated flashing lights" means any flashing, blinking, moving or traveling lights, a digital LED display or other means that does not provide constant illumination. The term "flashing lights," as used in the context of this ordinance, means any illumination that is not kept stationary or constant in intensity and color at all times. The term "illuminated," as used in the context of this ordinance, means characters, letters, figures, designs or outlines displayed by electric lights or luminous tubes as part of the advertising sign. The term "moving lights," as used in the context of this ordinance, includes movement or transition from one advertisement to another. The term "changeable message," as used in the context of this ordinance, means multiple advertisements displayed on an advertising sign that interchangeably appear based upon a predetermined frequency or cycle.

Section 2. Enforcement. A violation of this ordinance is subject to the penalties and provisions of Section 10.99 of the City Code..

Section 3. Effective Date. This ordinance shall be effective from and after its publication and will expire December 31, 2007. However, the City reserves the right to extend the interim ordinance for such additional periods as may be appropriate, not to exceed a total additional period of 18 months.

DULY ADOPTED BY THE CITY COUNCIL THIS 20th DAY OF FEBRUARY, 2007.

Mayor Gary Skalko

Attested:

City Administrator

COUNCIL LETTER 022007-VIA

WWTP

QUAD CITIES WASTEWATER STUDY

DATE: February 14, 2007

FROM: City Council

Craig J. Wainio
City Administrator

In order to partner with the City's of Eveleth, Gilbert and Virginia with a waste water study for the Quad Cities it is requested that the City Council authorize up to \$2000 to participate in the study.

COUNCIL LETTER 022007-VIB

CITY COUNCIL

WJCC DONATION

DATE: February 14, 2007

FROM: City Council

Craig J. Wainio
City Administrator

As per the last City Council meeting, the donation to the World Junior Curling Championships to be held at Curl Mesabi is being placed upon the Agenda. Any donation would be taken from the Charitable Gambling Fund.

COUNCIL LETTER 022007-VIC

CITY COUNCIL

PURCHASING POLICY

DATE: February 14, 2007

FROM: City Council

Craig J. Wainio
City Administrator

As per the City Council, enclose are various purchasing limits for the area. The City Council should keep in mind the difference between City's with electrical utilities and those without.

From: Jackie M-Junek [mailto:jackie@evelethmn.com]
Sent: Monday, January 22, 2007 10:12 AM
To: 'Craig J. Wainio'
Subject: RE: Purchasing Policy

Craig, the City of Eveleth has a purchasing policy as follows:

Contracts over \$25,000 – if contract estimated to exceed \$25,000, sealed bids shall be solicited by public notice in the manner and subject to the requirements of the law governing contracts by the City of Eveleth.

Contracts from \$10,000 to \$25,000 – If contract estimated to exceed \$10,000, but not to exceed \$25,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof.

Contracts less than \$10,000 – If amount of contract is estimated to be \$10,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt.

Items with quotes in excess of \$5,000 – Any proposals exceeding \$5,000 must be approved by the City Council prior of making the purchase.

Besides this policy, there is no \$ provision for each department, but by default of the policy above, it looks like our limit is \$5,000.

I did not have an electronic version of this policy to send you (sorry).

Jackie

From: Craig J. Wainio [mailto:cwainio@ci.mountain-iron.mn.us]
Sent: Thursday, January 18, 2007 12:10 PM
To: Jackie M-Junek; clerk@gilbertmn.org; tourvillej@virginiamn.us; clerk@hoytlakes.com; info@ci.aurora.mn.us; administrator@cityOfBiwabik.com; buhl@rangenet.com; Brian Redshaw; nashwauk@uslink.net; keewatin@mchsi.com
Cc: Donald V. Kleinschmidt
Subject: Purchasing Policy

The Mountain Iron City Council has requested that I inquire as to what area cities have as dollar limits on purchases made by department heads. An info you could provide would be greatly appreciated.

Thanks

Craig J. Wainio
City Administrator

Craig J. Wainio

From: City Administrator [administrator@cityofbiwabik.com]
Sent: Thursday, January 18, 2007 1:13 PM
To: Craig J. Wainio
Subject: Re: Purchasing Policy

Craig. Biwabik has no such limitations. Only approved budget and MN purchasing limitations apply. /s/ Terry

----- Original Message -----

From: Craig J. Wainio
To: Jackie M-Junek ; clerk@gilbertmn.org ; tourvillej@virginiamn.us ; clerk@hoytlakes.com ;
info@ci.aurora.mn.us ; administrator@cityOfBiwabik.com ; buhl@rangenet.com ; Brian Redshaw ;
nashwauk@uslink.net ; keewatin@mchsi.com
Cc: Donald V. Kleinschmidt
Sent: Thursday, January 18, 2007 12:10 PM
Subject: Purchasing Policy

The Mountain Iron City Council has requested that I inquire as to what area cities have as dollar limits on purchases made by department heads. An info you could provide would be greatly appreciated.

Thanks

Craig J. Wainio
City Administrator

Craig J. Wainio

From: Brian Redshaw [bredshaw@ci.hibbing.mn.us]
Sent: Thursday, January 18, 2007 2:03 PM
To: Craig J. Wainio
Subject: RE: Purchasing Policy

Mr. Wainio:

Our department heads are authorized to purchase up to the \$1000 limit. The City Administrator is authorized to make purchases up to \$5000 for appropriations contained in city budgets. On a emergency basis, the City Administrator is authorized to purchase between \$5000 and \$15000 with the signatures of the Mayor and City Clerk. I hope that this helps. If you need a complete copy of our Purchasing Policy, I would be glad to provide that for you.

Brian Redshaw

From: Craig J. Wainio [mailto:cwainio@ci.mountain-iron.mn.us]
Sent: Thursday, January 18, 2007 12:10 PM
To: Jackie M-Junek; clerk@gilbertmn.org; tourvillej@virginiamn.us; clerk@hoytlakes.com; info@ci.aurora.mn.us; administrator@cityOfBiwabik.com; buhl@rangenet.com; Brian Redshaw; nashwauk@uslink.net; keewatin@mchsi.com
Cc: Donald V. Kleinschmidt
Subject: Purchasing Policy

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Thanks

Craig J. Wainio
City Administrator

Craig J. Wainio

From: clerk [clerk@hoytlakes.com]
Sent: Friday, January 19, 2007 8:34 AM
To: Craig J. Wainio
Subject: RE: Purchasing Policy

Craig, Generally it's \$1000 except for emergencies and maintenance of existing equipment or programs (repair a frontend loader, water plant chemicals, etc). Rick

-----Original Message-----

From: Craig J. Wainio [mailto:cwainio@ci.mountain-iron.mn.us]
Sent: Thursday, January 18, 2007 12:10 PM
To: Jackie M-Junek; clerk@gilbertmn.org; tourvillej@virginiamn.us; clerk@hoytlakes.com; info@ci.aurora.mn.us; administrator@cityOfBiwabik.com; buhl@rangenet.com; Brian Redshaw; nashwauk@uslink.net; keewatin@mchsi.com
Cc: Donald V. Kleinschmidt
Subject: Purchasing Policy

The Mountain Iron City Council has requested that I inquire as to what area cities have as dollar limits on purchases made by department heads. An info you could provide would be greatly appreciated.

Thanks

Craig J. Wainio
City Administrator

Craig J. Wainio

From: City Of Buhl [buhladmin@rangenet.com]
Sent: Friday, January 19, 2007 3:55 PM
To: Craig J. Wainio
Subject: Purchasing Policy

It is the policy of Buhl that any purchases over \$300 must have council approval.
Hope this helps

Thanks

Mike Buchanan
Clerk/Treasurer

COUNCIL LETTER 022007-VID

MAYOR SKALKO

PUBLIC SAFETY/HEALTH COMMISSION

DATE: February 14, 2007

FROM: Mayor Skalko

Craig J. Wainio
City Administrator

Mayor Skalko requested this item be place on the agenda with the background information:

As discussed at our C.O.W. meeting, direct Staff to work with our legal team to develop a format to create the “advisory board”. This Board would oversee our Sheriff, Fire and First Responders departments, and help develop blight issues and policies.

COUNCIL LETTER 022007-VIE

MAYOR SKALKO

**GREENWOOD CEMETERY
ASSOCIATION DONATION**

DATE: February 14, 2007

FROM: Mayor Skalko

Craig J. Wainio
City Administrator

Mayor Skalko requested this item be place on the agenda with the background information:

Greenwood Cemetery Association has various capital outlay projects needed to be completed in 2007 (included). A similar donation of \$12,500 was awarded to Calvary Cemetery Association in 2005 for a building expansion. This is a budgeted item and would only be granted if/when the City of Virginia contributes the equal amount.

Greenwood Cemetery Association

Post Office Box 105

Virginia, Minnesota 55792-0105

October 18, 2006

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

Re: Appropriation Request

Dear Mayor Skalko,


We respectfully submit for your approval our request for the City of Mountain Iron's annual appropriation to the Greenwood Cemetery Association. This request is for your annual appropriation for the year 2007.

In the past year, Greenwood Cemetery has used the money generously given us by your city for such projects as a new roof on the chapel building, dump truck repair, and most recently the development of another block for burials by landscaping, adding top soil and seeding. We have additional projects that have yet to be completed due to funding including: road repair and resurfacing, repair of the crematory retort, installation of a computer system for modernizing and keeping our books and records after the sudden and unexpected death of our Secretary-Treasurer, Donald Visovatti, and the purchase of a new lawn mower.

Please find enclosed a summary of our annual report for 2005 along with a breakdown of what the former projects cost and an estimate of what the latter will cost.

We appreciate the help and support you and the City Council have provided us in the past and will continue to do our best as stewards of Greenwood Cemetery to keep it beautiful and affordable to the residents of the City of Mountain Iron.

Sincerely,


Dennis G Yourczek, President
Greenwood Cemetery Association

Greenwood Cemetery Association

Post Office Box 105

Virginia, Minnesota 55792-0105

SUMMARY OF REVENUE, SUPPORT AND EXPENSES FOR FISCAL YEAR 2005

REVENUE.....	\$107,056	
SUPPORT.....	\$ 8,900	
	<hr/>	
TOTAL REVENUE & SUPPORT	\$115,956	
EXPENSES & IMPROVEMENTS	\$109,227	
	<hr/>	
EXCESS OF REVENUE.....	\$ 6,729	(ALLOCATED TO FUTURE PROJECTS)

2005 – 2006 PROJECTS COMPLETED

CHAPEL BUILDING ROOF	\$15,370
DUMP TRUCK REPAIR	\$ 6,193
NEW LOT DEVELOPMENT	\$14,950

2006 – 2007 PROJECT ESTIMATES

ROAD REPAIR AND RESURFACING	\$13,931
CREMATORY RETORT REPAIR	\$ 6,000
NEW COMPUTER/RECORD KEEPING SYSTEM	\$ 2,000
REPLACEMENT LAWN MOWER	\$12,999

COUNCIL LETTER 022007-VIF

COUNCILOR ROSKOSKI

**WOOD PELLET PLANT
EMPLOYMENT CRITERIA**

DATE: February 14, 2007
FROM: Councilor Roskoski
Craig J. Wainio
City Administrator

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

This is in regards to Resolution Number 25-04 adopted on June 21, 2004 titled "JOBZ Business Subsidy Policy and Criteria" and information contained within.

COUNCIL LETTER 022007-VIG

COUNCILOR ROSKOSKI

**L & M SUPPLY EXPANSION
EMPLOYMENT CRITERIA**

DATE: February 14, 2007

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

In the spirit of Resolution Number 25-04 adopted on June 21, 2004 titled "JOBZ Business Subsidy Policy and Criteria" and information contained within.

COUNCIL LETTER 022007-VIH
COUNCILOR ROSKOSKI
SPONSORSHIP OF HOME GAMES

DATE: February 14, 2007
FROM: Councilor Roskoski
Craig J. Wainio
City Administrator

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

I believe a while back the Council contributed money for the taping and broadcasting of home sporting events for this fall/winter season. Let's review what we did.

COUNCIL LETTER 022007-VII

COUNCILOR ROSKOSKI

SURVEILLANCE SYSTEM

DATE: February 14, 2007

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

Some type of camera surveillance system may help with our vandalism issues.

COMMUNICATIONS
FEBRUARY 20, 2007

1. Saint Louis County, forwarding the tentatively scheduled 2007 Local Board of Appeal and Equalization meeting. The tentative date is April 10, 2007, from 6:30 to 7:30 p.m.



Saint Louis County

Assessor's Department • 100 N 5th Ave West, RM 212 • Duluth, MN 55802
(218)726-2304 • Long Distance in St. Louis County (800)450-9777
Website: www.co.st-louis.mn.us/AssessorsOfficeNew/assessor.html

Melvin W. Hintz, Jr.
County Assessor

David L. Sipila
Assistant County Assessor

February 13, 2007

Dear Clerk:

Please review the date, time and place of your **tentatively** scheduled 2007 Local Board of Appeal & Equalization meeting. If a change is necessary, please contact Mel Hintz in Virginia at (218) 749-7147 or Dave Sipila in Duluth at (218) 726-2304 by March 2, 2007. 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 a change is desired.

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 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 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 \$70 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

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

☐ 118 South 4th Avenue East
Government Services Center-Room 3
Ely, Minnesota 55731-1402
(218)365-8206

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

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An Equal Opportunity Employer

2007 LOCAL BOARDS OF APPEAL & EQUALIZATION and OPEN BOOK MEETINGS

(Updated 2/13/07)

CITIES	DATE	TIME	PLACE
100 AURORA	MAY 1	1-2 PM	CITY/TOWN GOVERNMENT CENTER
105 BABBITT	APRIL 16	6-7 PM	BABBITT MUNICIPAL CENTER
15 BIWABIK	APRIL 16	5:15-6:15 PM	CITY HALL
110 BROOKSTON	APRIL 4	10-11 AM	CITY HALL
115 BUHL	MAY 8	10-11 AM	CITY HALL
20 CHISHOLM	APRIL 18	4-5 PM	CITY HALL
120 COOK	APRIL 24	6-7 PM	CITY HALL
30 ELY	MAY 3	5-6 PM	CITY HALL
40 EVELETH	APRIL 11	3-4 PM	CITY HALL
125 FLOODWOOD	APRIL 4	1-2 PM	CITY HALL
60 GILBERT	MAY 2	6-7 PM	CITY HALL
395 HERMANTOWN	MAY 8	2-3 PM	CITY HALL
140 HIBBING	MAY 1	1-3 PM	CITY HALL
142 HOYT LAKES	MAY 9	6:30-7:30 PM	CITY HALL
145 IRON JUNCTION	APRIL 12	2-3 PM	4141 MERRITT AVE.
150 KINNEY	APRIL 12	10-11 AM	TOWN HALL
156 LEONIDAS OPEN BOOK MEETING	APRIL 11	10-11 AM	COUNTY ASSESSOR'S OFFICE IN VIRGINIA (US BANK @ 230 1 ST ST S)
160 MCKINLEY OPEN BOOK MEETING	APRIL 11	10-11 AM	COUNTY ASSESSOR'S OFFICE IN VIRGINIA (US BANK @ 230 1 ST ST S)
165 MEADOWLANDS	APRIL 11	10-11 AM	MEADOWLANDS COMMUNITY CENTER
175 MOUNTAIN IRON	APRIL 10	6:30-7:30 PM	CITY HALL
180 ORR	APRIL 19	3-4 PM	CITY HALL
185 PROCTOR	APRIL 26	2-3 PM	COMMUNITY CTR, CONF RMS A & B
80 TOWER	MAY 8	6-7 PM	CITY HALL
90 VIRGINIA	APRIL 17	10 AM-NOON	CITY HALL (CALL 748-7500 FOR APPT)
190 WINTON	APRIL 17	10-11 AM	WINTON COMMUNITY CHURCH

TOWNSHIPS	DATE	TIME	PLACE
200 ALANGO	APRIL 25	5-6 PM	ST. PAUL'S LUTH CH @ 9808 HWY 22
205 ALBORN	APRIL 10	1-2 PM	TOWN HALL
210 ALDEN	MAY 10	2-3 PM	TOWN HALL
215 ANGORA	APRIL 12	5-6 PM	TOWN HALL @ 8936 HWY 1
225 ARROWHEAD	APRIL 12	7-8 PM	TOWN HALL
230 AULT	MAY 2	9-10 AM	TOWN HALL
235 BALKAN	MAY 10	10-11 AM	COMMUNITY CENTER
240 BASSETT	MAY 2	NOON-1 PM	TOWN HALL
250 BEATTY	MAY 4	10AM-NOON	TOWN HALL
260 BIWABIK	APRIL 10	1-2 PM	TOWN HALL
270 BREITUNG	APRIL 27	9-10 AM	SOUDAN FIRE HALL
275 BREVATOR	APRIL 19	10-11 AM	EAST BREVATOR TOWN HALL
278 CAMP FIVE	MAY 1	10-11 AM	TOWN HALL
280 CANOSIA	APRIL 3	1-2 PM	TOWN HALL
285 CEDAR VALLEY	MAY 10	10-11 AM	TOWN HALL
290 CHERRY	APRIL 26	6-7 PM	COMMUNITY CENTER
295 CLINTON	MAY 8	NOON-1 PM	TOWN HALL
300 COLVIN	APRIL 12	4-5 PM	TOWN HALL
305 COTTON	MAY 9	10-11 AM	TOWN HALL
308 CRANE LAKE	MAY 1	2-3 PM	FELLOWSHIP HALL
310 CULVER	APRIL 17	6-7 PM	TOWN MEETING ROOM