



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, MARCH 6, 2017

6:30 P.M.

MOUNTAIN IRON COMMUNITY CENTER

MOUNTAIN IRON ROOM

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, MARCH 6, 2017 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the February 21, 2017, Regular Meeting (#1-4)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications
- III. Public Forum
 - A. Iron Range Tourism Bureau (#5)
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Sexual Assault Awareness Month (#6-10)
 - B. City Administrator's Report
 - 1. Civic Systems Proposal (#11-25)
 - C. Director of Public Works Report
 - D. Library Director/Special Events Coordinator's Report
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - G. Personnel Committee
 - 1. Lead Water/Waste Water Position (#26)
 - 2. Post and Advertise for Operators Position (#27-29)
 - 3. Maintenance Position (#30)
 - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Resolution Number 06-17 Bank Authorization (#31-33)
 - B. Resolution Number 07-17 Voting Equipment Replacement (#34-35)
 - C. Resolution Number 08-17 Regional Safety Group (#36-42)
 - D. Authorization to Serve Liquor at the Community Center (#43)
- VII. Communications (#44)
- VIII. Announcements
- IX. Adjourn

MINUTES
MOUNTAIN IRON CITY COUNCIL
February 21, 2017

Mayor Skalko called the City Council meeting to order at 6:32p.m. with the following members present: Joe Prebeg, Jr., Alan Stanaway, Susan Tuomela, Steve Skogman, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Amanda Inmon, Municipal Services Secretary; Sally Yuccas, Librarian Director/Special Events Director; Alan Johnson, City Engineer; Bryan Lindsay, City Attorney; and John Backman, Sergeant.

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

1. Approve the minutes of the February 6, 2017, regular meeting as submitted.
2. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
3. To acknowledge the receipts for the period February 1-15, 2017, totaling \$281,494.83 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period February 1-15, 2017, totaling \$482,251.38 (a list is attached and made a part of these minutes).

The motion carried on roll call vote.

Public Forum:

- No one spoke during the forum

The Mayor reported on the following:

- Condolences to the family and friends of John Buria, former Mountain Iron resident
- Basketball tournament, good luck to MIB Girls and Boys Basketball
- Hockey tournaments and playoffs, good luck to those individuals playing

It was moved by Skalko and seconded by Prebeg to accept the resignation of Mayor Gary Skalko on the Public Health and Safety Board effective February 21, 2017. The motion carried with Mayor Skalko abstaining.

It was moved by Skogman and seconded by Prebeg to accept the recommendation of Mayor Skalko to seek applicants to fill the position on the Public Health and Safety Board left by Mayor Skalko's resignation. Applications will be accepted until Wednesday, March 15th at 4pm. The motion carried.

The City Administrator reported on the following:

- Skating Rinks will be closed until next winter due to warm weather
- West II Rivers Campground:
 - Reservations starting March 1st
 - Opening Day May 12th

Library Director/Special Events Coordinator:

- Mish Mash Mush will be canceled, events will be added to Easter Egg Hunt
- New Library Hours begin March 1st, Mon-Thurs 10-5pm, Fri-Sat 10-2pm

Sheriff's Department:

- No formal or informal report
- Calendar parking until April 1st
 - Snow continues to dissipate, calendar parking could end early

City Attorney:

- No formal report

It was moved by Prebeg and seconded by Stanaway to accept the recommendation of the Parks and Recreation Board and approve the amended policy, regulations and rates for the upcoming camping season as presented for the West II Rivers Campground. The motion carried.

It was moved by Prebeg and seconded by Stanaway to accept the recommendation of the Personnel Committee and offer the Director of Public Works position to Mr. Tim Satrang, and approve the employment agreement as presented to the Council. The motion carried.

It was moved by Prebeg and seconded by Stanaway to accept the recommendation of the Personnel Committee and authorize internal posting for the position of Lead Water and Wastewater Operator, until Friday, March 3rd at 4pm. If no applicants apply, then to post externally, with applications accepted until Friday, March 24th, at 4pm. The motion carried.

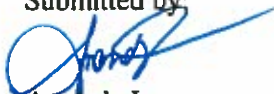
It was moved by Skogman and seconded by Tuomela to set 2017 Local Board of Appeal & Equalization meeting, tentatively scheduled by St. Louis County for April 20, 2017 from 6p.m- 7p.m. at the City of Mountain Iron's Community Center. The motion carried.

Consensus of City Council members is to allow Councilor Skogman to explore the forming of a Historical Society for the City of Mountain Iron.

Merritt Elementary PTA requests donation for 4th Annual "KID Fit" Carnival. It was moved by Prebeg and seconded by Stanaway to donate \$250 to the Merritt Elementary PTA's 4th Annual "KID Fit" Carnival, monies to come out of the Charitable Gambling Fund. The motion carried unanimously on a roll call vote.

At 7:09p.m., it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried.

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	175,336.62
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	40,228.03
MISCELLANEOUS	EDA REIMBURSEMENT	459.45
MISCELLANEOUS	REIMBURSEMENTS	29,771.30
CHARGE FOR SERVICES	SEWER-CHARGE FOR SERVICES	51.48
METER DEPOSITS	ELECTRIC	1,200.00
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	403.98
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	97.00
MISCELLANEOUS	DELTA DENTAL PAYABLE	1,541.75
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	352.48
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	500.00
BUILDING RENTALS	COMMUNITY CENTER	750.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	704.19
BUILDING RENTALS	SENIOR CENTER	25.00
LICENSES	ANIMAL	15.00
FINES	PARKING VIOLATIONS	45.00
MISCELLANEOUS	ELECTRIC RECONNECT FEE	70.00
CD INTEREST	CD INTEREST 101	710.80
CD INTEREST	CD INTEREST 378	105.88
CD INTEREST	CD INTEREST601	196.60
CD INTEREST	CD INTEREST 602	362.96
CD INTEREST	CD INTEREST 603	30.25
CD INTEREST	CD INTEREST 604	105.86
FINES	CRIMINAL	696.28
MISCELLANEOUS	REIMB PHONE EXPENSE-ELEC	16.62
MISCELLANEOUS	DUE FROM TRI-CITY BIO-FUND 101	27,698.32
Summary Totals:		<u>281,494.83</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
02/17	02/22/2017	149688		Information Only Check	101-20200	.00 V
02/17	02/22/2017	149689	10056	A T & T MOBILITY	101-20200	1,202.39
02/17	02/22/2017	149690	10016	ARROWHEAD BATTERY CO INC	101-20200	95.00
02/17	02/22/2017	149691	30097	C. EMERY NELSON, INC.	602-20200	125.97
02/17	02/22/2017	149692	30084	CARDMEMBER SERVICE	603-20200	5,356.80
02/17	02/22/2017	149693	801	CAROL KOSTICH	603-20200	28.40
02/17	02/22/2017	149694	170001	CENTURY LINK	602-20200	382.34
02/17	02/22/2017	149695	220003	CITY OF VIRGINIA	101-20200	65.75
02/17	02/22/2017	149696	40080	DELTA DENTAL OF MINNESOTA	101-20200	1,884.15
02/17	02/22/2017	149697	60050	EARL F ANDERSEN	101-20200	69.14
02/17	02/22/2017	149698	50052	EMERGENCY APPARATUS	101-20200	608.26
02/17	02/22/2017	149699	50049	ESSENTIA HEALTH	101-20200	125.00
02/17	02/22/2017	149700	60036	FILTRATION SYSTEMS INC	101-20200	497.76
02/17	02/22/2017	149701	80017	HENRY'S WATERWORKS INC	601-20200	340.27
02/17	02/22/2017	149702	107	HIBBING COMM. & TECH COLLEGE	101-20200	375.00
02/17	02/22/2017	149703	80001	HILLYARD/HUTCHINSON	101-20200	1,127.70
02/17	02/22/2017	149704	80037	HOMETOWN MEDIA PARTNERS	604-20200	82.50
02/17	02/22/2017	149705	365	JAMIE POSEY &	604-20200	143.49
02/17	02/22/2017	149706	366	JASMINE ROUE	604-20200	313.08
02/17	02/22/2017	149707	369	KRISTI LAKOSKY	101-20200	200.00
02/17	02/22/2017	149708	120006	L & M SUPPLY	101-20200	2,411.26
02/17	02/22/2017	149709	120032	LAKE COUNTRY POWER	101-20200	208.38
02/17	02/22/2017	149710	120003	LEAGUE OF MINNESOTA CITIES	101-20200	80.00
02/17	02/22/2017	149711	60020	LISA STEVENS	101-20200	200.00
02/17	02/22/2017	149712	368	MARY PELISKA	101-20200	200.00
02/17	02/22/2017	149713	130006	MESABI HUMANE SOCIETY	101-20200	3,000.00
02/17	02/22/2017	149714	130111	MIB P T A	230-20200	250.00
02/17	02/22/2017	149715	130044	MINNESOTA DEPT OF HEALTH	601-20200	1,496.00
02/17	02/22/2017	149716	140026	MINNESOTA ENERGY RESOURCES	101-20200	5,033.59
02/17	02/22/2017	149717	130009	MINNESOTA POWER (ALLETE INC)	604-20200	133,008.03
02/17	02/22/2017	149718	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	396.90
02/17	02/22/2017	149719	130123	MORTON SALT, INC	101-20200	3,665.38
02/17	02/22/2017	149720	130015	MOUNTAIN IRON PUBLIC UTILITIES	601-20200	17,470.74
02/17	02/22/2017	149721	161	NIKKI SUNDT	101-20200	200.00
02/17	02/22/2017	149722	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	76,457.00
02/17	02/22/2017	149723	40032	OFFICE OF MN.IT SERVICES	101-20200	480.17
02/17	02/22/2017	149724	160066	PACE ANALYTICAL SERVICES	601-20200	330.00
02/17	02/22/2017	149725	170005	QUALITY FLOW SYSTEMS INC	602-20200	3,580.00
02/17	02/22/2017	149726	170007	QUILL CORPORATION	101-20200	129.72
02/17	02/22/2017	149727	190004	SKUBIC BROS INC	101-20200	3,131.37
02/17	02/22/2017	149728	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
02/17	02/22/2017	149729	190054	ST LUKES CLINICS	101-20200	110.00
02/17	02/22/2017	149730	200020	THE TRENTI LAW FIRM	101-20200	2,500.36
02/17	02/22/2017	149731	210001	UNITED ELECTRIC COMPANY	604-20200	5,015.81
02/17	02/22/2017	149732	220014	VIKING INDUSTRIAL NORTH	604-20200	84.00
02/17	02/22/2017	149733	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	59,923.19
02/17	02/22/2017	149734	220020	VISA OR AMERICAN BANK CC PMT	101-20200	2,346.13
02/17	02/22/2017	149735	230003	W.L. HALL CO	301-20200	16,826.86
02/17	02/22/2017	149736	367	WALTER HETZEL	604-20200	90.31
02/17	02/22/2017	149737	230033	WITMER ASSOCIATES INC	101-20200	366.95
02/17	02/22/2017	149738	60038	WRIGHT EXPRESS FINAN SERV CORP	101-20200	5,965.05

Totals:

400,480.20

PPE-ENDING 02/10
SALES & USE TAX-FEBRUARY64,248.24
17,522.94

TOTAL EXPENDITURES

\$482,251.38

COUNCIL LETTER 030617-III

PUBLIC FORUM

IRON RANGE TOURISM

DATE: March 2, 2017

FROM: Craig J. Wainio
City Administrator

The Iron Range Tourism Bureau has requested to be placed on the agenda to discuss their services.

2017 Sexual Assault Awareness Month

Mayor Proclamation

WHEREAS, Sexual Assault Awareness Month is intended to bring awareness to the fact that sexual violence is widespread and is a public health concern for individuals, families, community members and communities as a whole.

WHEREAS, Child sexual abuse/exploitation, rape and sexual harassment impact all communities as seen by the national statistics: One in three girls and one in six boys will be sexually violated by the age of 18. One in five children is solicited sexually while on the internet.

WHEREAS, Within the past year, our local Sexual Assault Program has worked with 491 primary and secondary crime victims of sexual violence whom reside in our communities. The Program has provided more than 9,000 trauma and victim-focused advocacy services with these crime victims.

WHEREAS, Annually, more than 1,100 community members, ages preschool through college aged and area professionals are provided awareness and prevention education through the program.

WHEREAS, Staff, Board Members and Volunteers of our local anti-sexual violence program; The Sexual Assault Program of Northern St. Louis County, encourage every person to speak out when witnessing acts of violence, however small; and to help survivors connect with community allies.

WHEREAS, We must work together to educate and engage communities in sexual violence awareness and prevention and to believe, listen, learn and support its victims and family members.

WHEREAS, a growing number of Minnesota leaders are committed to sexual violence prevention; and

WHEREAS, All Minnesotans must be part of the solution to eliminate crimes of sexual violence.

THEREFORE, I, the Mayor of the City of Mountain Iron, Minnesota, do hereby proclaim the month of April in the year of 2017 as:

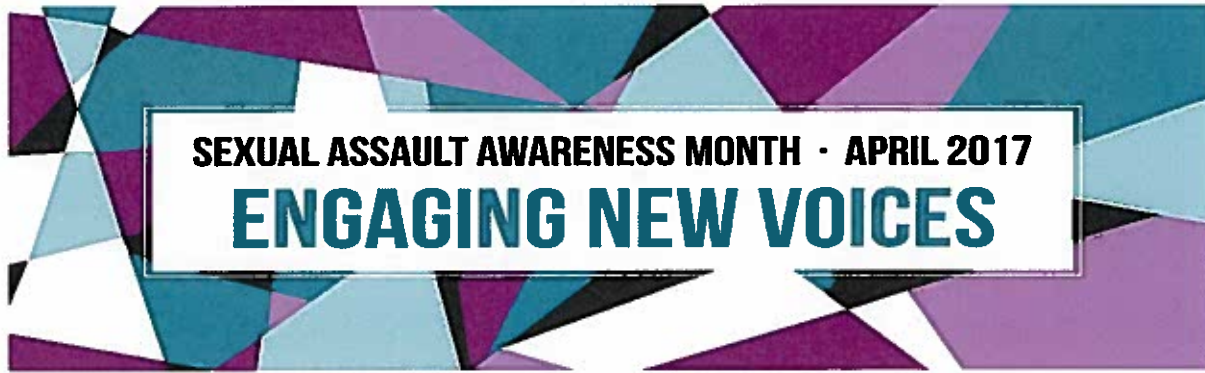
SEXUAL ASSAULT AWARENESS MONTH

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal

of the city of Mountain Iron located in St. Louis County in the state of Minnesota.

_____ this _____ day of _____, 2017.

Mayor Signature



February 17, 2017

Dear Mayor and City Councilpersons:

The Sexual Assault Program of NSLC would greatly appreciate if you could discuss and adopt the enclosed *Mayors' Proclamation* at an upcoming city council meeting before the month of April. This Proclamation recognizes April as *Sexual Assault Awareness Month*.

Our Advocacy Program is also excited to share with our communities the *Teal Ribbon Campaign*, honoring local survivors of sexual violence. The ribbons represent the **491 crime victims** we have advocated with in 2016. The *Teal Ribbon Campaign* is available for your community. Last year we honored victims in the cities of Chisholm, Hibbing and Virginia. Please let our agency know if you are interested in this for your community.

We are grateful for your community's partnership in the mission to end sexual violence through public support of its victims and by **Engaging New Voices** through awareness and prevention education.

Together we DO make a difference!

Sincerely,

A handwritten signature in blue ink that reads "Jeanne Olson".

Jeanne Olson
Executive Director/Crime Victim Coordinator
Sexual Violence Advocacy Services
Awareness & Prevention
Sexual Assault Program of NSLC
jeanne@stopsexualviolence.org
www.stopsexualviolence.org
218-780-7227

NATIONAL SEXUAL ASSAULT AWARENESS MONTH

TEAL RIBBON CAMPAIGN

ANGIE RIEBE
STAFF WRITER

VIRGINIA — Teal ribbons will be showing up on posts around town.

No two will be exactly the same.

They will be different sizes, different shapes, different shades of teal.

That's because each ribbon represents an individual. Every ribbon honors a local survivor of sexual violence.

This is the second year the Sexual Assault Program of Northern St. Louis County has held the Teal Ribbon Campaign during April, which is national Sexual Assault Awareness Month.

Teal ribbons will also be tied around poles in Chisholm and Hibbing, and possibly in other

SEE TEAL, A12





MARK SAUER

Laura Abo and Afton Nasers pose next to the first of more than 2,400 teal ribbons which will be put up in Hibbing, Chisholm and Virginia by the Sexual Assault Program of Northern St. Louis County to bring attention to the victims of sexual violence. Each ribbon represents one victim who has received help from the sexual assault program.

Virginia Teal Ribbon Campaign

SEXUAL ASSAULT AWARENESS

THE A TEAL RIBBON

Light pole streamers call attention to 'taboo' subject

Program of North St. Louis County, "Each of these ribbons represents a survivor," said Angela Struve, who is in charge of the campaign. She is also in charge of the fact that each ribbon is unique and is a public health measure for the community, she said. She is also in charge of the fact that each ribbon is unique and is a public health measure for the community, she said.

HIBBING — What are the ribbons along poles of First Avenue and Howard Street for?

Rosalee Smith knows. "We put ribbons on all of the light poles along those streets to raise awareness that it's Sexual Assault Awareness Month," said Smith, who along with her daughters and friends led the ribbon festival. "There's a reason for one of those colors subjects, one that no one wants to talk about, but it's out there and we want to help up that awareness and education."

The group, affectionately called "Smiley Faces," had on around 200 ribbons in Hibbing.

"I believe there were 200 served in St. Louis County last year," said Struve, referring to the Sexual Assault Program.

CHISHOLM — The Chisholm School Board is expanding its search for an elementary principal to include the district's superintendent.

At the meeting Monday, Superintendent Mark Williams will be giving the board a presentation on the search for a principal. He also outlined the search process to try to be done quickly.

"That leaves the pre-school through sixth grade elementary principal," said Struve.

Hibbing Teal Ribbon Campaign

Chisholm Ambulance

15 mutual friends including Molly Jones and Jennifer Zylka

PREVENTION is possible

Chisholm Ambulance

15 mutual friends including Molly Jones and Jennifer Zylka

- Add Friend
- Follow
- Message
- More

Lives in Chisholm, Minnesota

Followed by 104 people

- About
- Photos
- Friends

Chisholm Teal Ribbon Campaign

Sexual Assault Program of Northern St. Louis County
327 First St. S. Suite 17
Virginia, MN 55792
24/7 Crisis Line: 800-300-3102
Office: 218-749-4725

TOTAL PROGRAM STATISTICS

Fiscal Year 2016

Local Crime Victims from Northern St. Louis County:

Primary Victims Served – 250

A primary victim is the person the crime **DIRECTLY** happens to.

Secondary Victims Served – 241

A secondary victim is a parent, family member, loved one and/or friend that is affected by the crime against the primary victim and receives advocacy services.

Total Crime Victims Served – 491

Advocacy Services Available:

Crisis Counseling/Intervention, Crime Victim Rights, Follow-up, Information & Referrals, Personal Advocacy, Info & Support during forensic exams, Criminal Justice Support/Advocacy, Legal Advocacy (Orders for Protection, Harassment Orders, Civil & Family Court) Financial Assistance, Assistance in filing Reparations, Individual, Group/Family and Peer Advocacy.

Total Services Provided – More than 9,000

Types of Crimes:

- Child/Teen Sexual Abuse (by family)
- Child/Teen Sexual Assault (by others)
- Internet-Related Crimes/Child Pornography
- Sex Trafficking/Sexual Exploitation
- Adult Sexual Assault
- Adults abused as children
- Sexual Harassment
- Stalking
- Exposing
- Obscene Phone Calls/Texts
- Child/Youth Porn & Revenge Porn

Sincere Gratitude to our Funders:

- Minnesota Office of Justice Program - United Way of NEMN
- Community Development Block Grant - St. Louis County
- Minnesota State Bar Foundation - St. Louis County Forfeiture Funds
- Soroptomist International Virginia Club

Crime Victims Served In Each Local Community

	Prior Year		Last Complete Year
	From 1/1/2015	To 12/31/2015	From 1/1/2016 To 12/31/2016
Gender Total	436		491
Male	134		132
Female	302		359
Unknown	0		0
Age Group Total	436		491
Child (Birth – 5)	10		31
School-Aged (6-18)	119		156
Adult (19 – 64)	298		303
Senior (65+)	8		1
Unknown	1		0
Racial/Ethnic Background Total	436		491
African/African-American	3		11
American Indian	28		40
Asian/Asian-American	0		0
Caucasian	355		395
Latino/Hispanic	2		5
Mult Racial/Unknown:	48		40
Residence by community Total	436		491
Ely, Tower, Soudan, Winton	19		17
Cook, Angora, Orr	8		18
Babbitt, Embarrass	11		19
Virginia, Mt. Iron, Britt, Buhl	122		144
Eveleth, Gilbert, Forbes	44		35
Aurora, Biwabik, Hoyt Lakes	43		38
Chisholm, Buhl, Kinney	42		47
Nashwauk, Keewatin, Pengilly	5		4
Floodwood, Cotton	0		8
Hibbing, Kelly Lake, Kitzville	128		127
Nette Lake	0		0
Koochiching	0		0
Other	14		34

A Primary Victim is the person the crime DIRECTLY happens to.

A Secondary Victim is a parent, family member, loved one, and/or friend that is affected by the crime against the primary victim and receives advocacy services.

**Sexual Assault Program of Northern
St. Louis County
(218) 749-4725 or (800) 300-3102
24-Hour Crisis Intervention
Services are Free & Confidential**

COUNCIL LETTER 030617-IVB1

ADMINISTRATION

SOFTWARE UPGRADE

DATE: March 2, 2017

FROM: Craig J. Wainio
City Administrator

In order to integrate the Automated Meter Infrastructure directly into our billing software, we are required to update our financial software. With the software upgrade, the meter reading information will directly load into our billing software eliminating the need to manually enter some information. The investment for this integration is \$35,950 and is included in the budget for the Automated Meter Infrastructure in 2017.

**Computer Software and
Conversion Services Proposal
City of Mountain Iron
Prepared by Civic Systems, LLC**



Civic Systems, LLC
Ten Terrace Court
P.O. Box 7398
Madison, WI 53707-7398
Phone: 888.241.1517
Fax: 608.249.1050
mlaesch@civicsystems.com
www.civicsystems.com

February 22, 2017

Software Purchase Agreement

Civic Systems, LLC
Ten Terrace Court
P.O. Box 7398
Madison, WI 53707-7398

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

You agree to purchase the software and services detailed below and Civic Systems, LLC agrees to provide them. **Payment is due upon execution of the contract unless other payment terms are negotiated.** The information provided in this proposal is valid for 90 days.

INVESTMENT SUMMARY

Clarity License Fees (3 Concurrent Users)	\$ 41,900
<i>Less Clarity Upgrade Discount</i>	<i>(20,950)</i>
Conversion/Setup Estimate	4,800
Sensus Analytics Integration Estimate (20 Hrs)	3,000
Training	<u>7,200</u>
TOTAL INVESTMENT	<u>\$ 35,950</u>

Annual Support will be the same as it is with the current version of the software.

*Above amounts do not include travel costs. Travel costs are invoiced at \$0.56 per mile round trip and actual costs for hotel (Holiday Inn or equivalent) and meals (max of \$35 daily).

SIGNATURE AGREEMENT

The signatures below indicate each party's acceptance and understanding of the Computer Software and Services Contract, Attachment A – Caselle Software Distribution Agreement, and Attachment B – Civic Support Agreement.

CITY OF MOUNTAIN IRON

Signature: _____

Title: _____

Date: _____

CIVIC SYSTEMS, LLC

Signature: _____

Title: _____

Date: _____



STRONG SOFTWARE, STRONG COMMUNITY

A SUBSIDIARY OF BAKER TILLY
VIRCHOW KRAUSE, LLP

Selected Modules Detailed Costs

LICENSE FEES (3 CONCURRENT USERS)

Clarity Upgrade Modules	License Fee	Conversion/ Setup	Training Cost	Total Investment
Based on 3 Concurrent User Licenses	\$ 0	\$ 0	\$ 0	\$ 0
Accounts Payable	5,500	Included	600	6,100
Cash Receipting	4,500	Included	600	5,100
Fixed Assets	3,300	Included	600	3,900
General Ledger	5,500	Included	1,800	7,300
Activity Reporting	Included	Included	Included	Included
Bank Rec	Included	Included	Included	Included
Budgeting	Included	Included	Included	Included
Payroll	11,200	Included	1,800	13,000
Direct Deposit	Included	Included	Included	Included
Magnetic W-2's	Included	Included	Included	Included
Utility Billing	11,900	Included	1,800	13,700
Direct Pay	Included	Included	Included	Included
Electronic Read Interface	Included	Included	Included	Included
Tax Certification	Included	Included	Included	Included
Conversion And Setup Estimates	Included	4,800	Included	4,800
Sensus Analytics Integr Estimate (20 Hrs) **	--	3,000	--	3,000
Less: Clarity Upgrade Discount	(20,950)	--	--	(20,950)
TOTALS COSTS	<u>20,950</u>	<u>7,800</u>	<u>7,200</u>	<u>35,950</u>

*Above amounts do not include travel expenses

**Sensus Analytic integration has been done at a couple locations but not for electrics. We anticipate the 20 hours quoted to be enough time but if additional work is needed beyond the 20 hours it will be billed on a time and material basis.



STRONG SOFTWARE, STRONG COMMUNITY

A SUBSIDIARY OF BAKER TILLY
VIRCHOW KRAUSE, LLP

Optional Module Detailed Costs

OPTIONAL MODULES

Selected Product Descriptions	License Fee 3 Concurrent	One-Time conversion/setup	Training and Onsite Assistance Cost/Days	Year one Total w/o Support	Annual Fees*
Concurrent Users Above 3 (each)	\$ 2,000	\$ 0	\$ 0	\$ 2,000	\$ 0
Accounts Payable Add Ons					
miExcel AP	1,000	--	--	1,000	300
General Ledger Add Ons					
miExcel GL	1,500	--	300	1,800	450
Payroll Add Ons					
ACA Reporting (Fully Insured)	2,000	--	--	2,000	400
miExcel Payroll Import	2,000	1,000	--	3,000	600
miPay (Paperless Paystubs)	--	1,000	--	1,000	600
miViewPoint (Department Head Dashboard)	3,000	600	1,200	4,800	900
Utility Billing Add Ons	12,900	9,750	4,800	27,450	3,870
Service Orders	3,000	600	1,200	4,800	900
Online Credit Card and Bill Presentment	2,700	--	--	2,700	540
Software For Life	--	--	--	--	2,690

*Above amounts do not include travel expenses

**If Online Bill Presentment is chosen there is a monthly hosting fee of approximately \$50. This payment along with all transactional payments are paid to the online billing provider.

**Software For Life provides you the assurance that you will never have to purchase another upgrade from us in the future. Client will always be on the latest version of the purchased modules as long as they are current with annual support payments.



STRONG SOFTWARE, STRONG COMMUNITY

A SUBSIDIARY OF BAKER TILLY
VIRCHOW KRAUSE, LLP

HARDWARE REQUIREMENTS

Network System Requirements – Caselle® Clarity 4.x – Network

Important! Using servers or workstations that do NOT meet the specified network system requirements may result in unsatisfactory performance and response times. This document lists the minimum hardware and software requirements for installing Clarity.

Network Server Operating System	Microsoft® Windows 2008 R2 Server (64-bit), 2012 Server (64-bit), 2012 R2 (64-bit)
Network Server Equipment	Intel® Xeon® Quad-Core Processor 3.0 Ghz or higher Minimum 16 GB of available RAM 30 GB available disk space for Caselle Clarity applications (180 MB) and data Separate physical hard drive for SQL log file 8-15 K SAS HDD preferred Color SVGA .28 Monitor 1 GB Ethernet Network Card 1 GB Ethernet Switch DVDRW Drive All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, and AMD Sempron™, and Intel® Pentium processors are NOT recommended.
Database Server Equipment and Operating System	<ul style="list-style-type: none"> • Use the Recommended Network Server. For better performance, increase memory on network server or, use a separate Database Server (same specifications as the Network Server). • Networks with more than ten workstations may require faster processors and/or more memory than the recommended.
Database Software	Microsoft® SQL Server 2012 (64-bit), 2014 (64-bit) or 2016 (64-bit)
Network Server and Database Server Power Protection	True On-Line UPS, 600 Voltamps minimum with UPS Monitoring card, cable, and software.
Workstation Computer	Intel Core 2 Duo, i5, or i7 (3 GHz or higher) 8 GB of available RAM 30 GB available disk space for Caselle Clarity applications (180 MB) and data LCD Monitor All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, and AMD Sempron™, and Intel® Pentium processors are NOT recommended.
Workstation Operating System	Windows 7™ Professional (32-bit or 64-bit). Windows 8™ Professional (32-bit or 64-bit)
Workstation Power Protection	UPS/Battery backup unit
Backup System	Network quality system to back up fileserver hard drive on one tape and provide tape read after write verification. Make sure the backup system supports backing up MSSQL Databases. Example: Backup Exec with SQL Agent.
Data File Transfer	DVDRW Drive
Printer	HP Laser Printer or Canon Copiers with PCL or Postscript Drivers
Receipt Printer	Ithaca Series (Impact) 150 and 280 Printers, Ithaca Series (Thermal) 280, Ithaca 9000 Series and 1500 Series Printers
Internet Access	DSL, ISDN, or T1 Explanation: Caselle® Applications require Internet access to download program updates. Using an Internet connection that is slower than 256 Kbps will take significantly longer to download data.
Email	Email that is compatible with Microsoft® Windows.
Network Installer	Microsoft® Certified
Web Services	IIS 7 (Windows Server 2008, 2012)
miViewPoint Only needed if miViewPoint is being installed.	IIS 7 or later 30 GB of available disk space for miViewPoint on the IIS and SQL Servers Modern Web Browser on any PC using miViewPoint (IE11 or greater, up to date Chrome, or up to date Firefox) If miViewPoint is made internet available a modern mobile browser is required.

Attachment A – Caselle Software Distribution Agreement

Caselle Software Distribution Agreement

Caselle
1570 North Main
P.O. Box 100
Spanish Fork, Utah 84660
("Caselle")

CASELLE, INC. SOFTWARE LICENSE AGREEMENT

CASELLE AGREES TO PROVIDE THE SOFTWARE TO YOU, SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS.

Grant of License

Caselle agrees to grant, and You agree to accept a limited, non-exclusive license ("License") to use the computer programs, with the accompanying manuals, video tapes, literature and other materials ("Software") as detailed under Items, in perpetuity subject to the terms and conditions of this Software License Agreement and subject to termination as provided herein.

Title and Confidentiality

Title and full ownership rights to the Software licensed under this agreement, including, without limitation, all intellectual property rights therein and thereto, and any copies You make, remain with Caselle. It is agreed the Software is the proprietary, confidential, trade secret property of Caselle, whether or not any portions thereof are or may be copyrighted and You shall take all reasonable steps necessary to protect the confidential nature of the Software as You would take to protect Your own confidential and trade secret information. You further agree that You shall not make any disclosure of any or all such Software (including methods or concepts utilized therein) to anyone, except to employees, agents, or contractors working for You to whom such disclosure is necessary to the use for which rights are granted hereunder. You shall appropriately notify all employees, agents, and contractors to whom any such disclosure is made that such disclosure is made in confidence and shall be kept in confidence by them. Upon Caselle's request, such employees, agents, and contractors shall enter into an appropriate confidentiality agreement for secrecy and nonuse of such information which by its terms shall be enforceable by injunctive relief at the request of Caselle. If Caselle makes such a request, it shall provide You with the appropriate confidentiality agreements. The obligations imposed by this section upon You, Your employees, agents, and contractors, shall survive and continue after any termination of rights under this Agreement. It shall not be a breach of this agreement if you are required to disclose or make the Software available to a third party or to a court if the Software is required to be disclosed pursuant to a state's "open records" law, or is subpoenaed or otherwise ordered by an administrative agency or court of competent jurisdiction to be produced.

License

You may:

- a) Use the Software on a single CPU or network ("System") for the appropriate number of users. The Software may be moved to and used on another System, but shall under no circumstances be used on more than one System at a time.
- b) Make System readable copies of the diskettes provided with the Software as required for backup protection. Such copies may only be used in support of Your use of the Software on the System and may not be used for any other purpose. Each of these copies must have a label placed on the media indicating the Software is a proprietary product of Caselle.

You may not:

- a) Rent, lease, sublicense, assign or otherwise transfer this Software, in whole or in part, except as expressly permitted by this Agreement.
- b) Inspect, disassemble, decompile, reverse engineer or in any way attempt to determine the internal methods of the Software.
- c) Modify the Software or merge it into any other product without the express written consent of Caselle.
- d) Reproduce, transmit or distribute the Software, or any part of it, in any form or by any means except as expressly permitted in this Agreement.
- e) Permanently transfer or assign the Software and the rights under this License to another party without the express written consent of Caselle.
- f) Use the Software to provide accounting services to multiple government agencies other than Your own.

Any attempt to do any of the above (a to e) shall void and terminate this Agreement.

Term

This Software License Agreement is and shall be effective from the date of full execution and shall remain in force until terminated. You may terminate this Agreement at any time by notifying Caselle in writing and returning all copies and modifications of the Software within 30 days of such notification. Your License terminates automatically if you materially fail to comply with any terms or conditions of this Agreement and You must return all copies and modifications of the Software to Caselle or its agent within 30 days of receipt of written notification of such termination. For each day You retain the Software without a valid License You agree to pay Caselle \$100.

Attachment A – Caselle Software Distribution Agreement

Warranty

- a) Caselle warrants that it has sufficient right and title to the Software to grant You this License. For 1 year from the date of receipt of the Software ("Warranty Period"), Caselle also warrants the Software media to be free from defects in materials and workmanship under normal use, and Software operation will substantially conform to the specification published by Caselle. If an error or a defect in the Software or its media becomes apparent within the Warranty Period You must promptly notify Caselle, in writing, describing the defect. Upon confirming the error or defect Caselle will, at its exclusive option, repair or replace the item or refund the price paid for the defective item. Caselle does not warrant that the functions contained in the Software will meet Your requirements or that the operation of the Software will be uninterrupted or error free. The entire risk as to the results and performance of the Software is assumed by You. The warranty does not cover Software modified by anyone other than Caselle and problems with, or caused by, computer hardware or non-Caselle software.
- b) Caselle represents and warrants that the Software is Year 2000 compliant; that it shall not cause the system to crash on account of indefinite date or data fields; that it shall be fault-free in processing date and data (including, but not limited to, calculating, comparing and sequencing) prior to, through and beyond January 1, 2000, including any leap year calculations.

Disclaimers and Limitations of Remedies

- a) Except as specifically stated in this Agreement, the Software is Licensed "as is" without warranty of any kind, either express or implied, including, but not limited to implied warranties of merchantability and fitness for a particular purpose. In no event shall Caselle be liable for any indirect, special or consequential damages, including, but not limited to, loss of anticipated profits, revenue or savings, arising from the use of or inability to use the Software or breach of any expressed or implied warranty, even if Caselle or its agent has been advised of the possibility of such damages. The maximum liability of Caselle for all damages from any claims shall not exceed the License fee for the Software.
- b) In the event that the parties are unable to resolve differences, which may arise relating to this Agreement, all disputes arising from this Agreement shall be resolved through binding arbitration in Utah. The arbitration shall be governed by the most recently published Commercial Arbitration Rules of the American Arbitration Association. Both parties agree to submit disputes to a single arbitrator acceptable to both parties. The arbitrator will be selected from a list compiled by the parties' respective legal counsels. Every person named on the list of potential arbitrators must be a neutral and impartial lawyer who has at least ten years specializing in the field of general commercial litigation and is knowledgeable about software. The arbitrator shall base its award on applicable law and judicial precedent and unless both parties agree otherwise shall include in such award the finding of fact and conclusions of law upon which the award is based. Judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

Additional Services

Support, Training and Data Conversion for the Software will be provided directly by Caselle, or its authorized agent, and are subject to separate agreements.

General

- a) The Warranty and Limitation of Remedies gives You specific legal rights. You may also have other rights, which vary from state to state, in which case the greater right will apply.
- b) This Agreement shall be governed and construed in accordance with the laws of the State of Utah and you hereby consent to the jurisdiction of State and Federal courts in Wisconsin. If any part of this Agreement violates applicable law, that part shall be deemed to be amended to the extent necessary to comply with the law.
- c) This Agreement constitutes the entire Agreement between Caselle and You and supersedes any prior Agreement or understanding, written or oral. Except as provided herein, this Agreement may not be amended or supplemented except in writing and properly executed by both parties.
- d) If any provision of this Agreement shall be adjudged by a court to be void or unenforceable, the same shall in no way affect any other provision of this Agreement or the validity or the enforceability of this Agreement.
- e) All rights and remedies provided herein are cumulative and are in addition to all other rights and remedies available at law or equity.
- f) In the event that either party successfully takes legal action to enforce any provision of this Agreement the unsuccessful party shall pay full costs and expenses of such action, including reasonable attorney's fees.
- g) Any notice required by this Agreement shall be deemed to have been properly given if sent by registered or certified mail.
- h) The waiver of any breach or default of this Agreement shall constitute a waiver only as to such particular breach or default and shall not constitute a waiver of any other breach or default.
- i) Neither party shall be held liable for delays in any of its performance resulting from acts of God, war, civil disturbance, court order, labor dispute or any other cause beyond its control.

Attachment B – Support Agreement

CIVIC SUPPORT AGREEMENT

This Support Agreement is made by and between the CITY OF MOUNTAIN IRON (client), 8586 Enterprise Drive S, Mountain Iron, MN 55768, and CIVIC SYSTEMS, LLC (Civic), Ten Terrace Court, Madison, Wisconsin 53707-7398.

TERMS AND CONDITIONS

1. DEFINITIONS

For purposes of this Civic Support Agreement, the subsequent capitalized terms will have the following meanings:

- A. "Client" – Will denote the City of Mountain Iron, MN.
- B. "Civic" – Will denote Civic Systems, LLC.
- C. "Services" – Will denote services related to software training, onsite implementation assistance, and conversion services, as more specifically set forth in the "Conversion Services" attached hereto as Attachment "B".
- D. "Software" – Will denote end user computer programs and modules purchased by the Client from Civic, as more specifically set forth in the "Cost Detail" attached hereto as Attachment "A".
- E. "Product" – Will denote any goods or services produced by a third-party entity other than Civic.

2. TERM

The initial term of this Support Agreement is for a period of 1 year(s) from the effective date. The effective date is defined as the date the first module is implemented and considered "live". Upon expiration of the initial term of the Support Agreement, it shall be deemed renewed with the same terms and conditions for further successive periods of one (1) year(s) unless either party has given the other party written notice not less than thirty (30) days prior to the expiration of the initial term or subsequent renewal term(s).

3. CHARGES

Civic will invoice client on the effective date and semi-annually thereafter. Invoices are sent in December for Support services rendered in the subsequent six (6) months for January through June. Invoices are sent in June for Support services rendered in the subsequent six (6) months for July through December. All invoices are due within 30 days of the invoice date. Invoices not paid within 30 days are subject to 1.5% interest per month or an annual interest rate of 18% per year. Civic will cease any and all Support services for any invoice not paid within 90 days until payment is made in full. Civic has the right to increase support charges at each anniversary or the effective date. Written notice of such increases shall be given to client not less than thirty (30) days before the anniversary of the effective date.

4. SERVICE HOURS

Civic will provide telephone and web support service five business days a week, from 8 AM to 5 PM Central Standard Time, excluding nationally recognized holidays. Annual support charges do not cover on-site support.

5. SERVICE NOTIFICATION

Client shall notify Civic of support tickets, by contacting Civic support and identifying the issue and symptoms. Notification may be made to Civic via telephone, web, e-mail or fax, as outlined below and in any of the methods outlined in the **SOFTWARE SUPPORT** section below.

Telephone: 608 240 2600
Toll-Free: 800 241 1517
Fax: 608 249 1050
E-mail: support@civicsystems.com
Website: <http://www.civicsystems.com>

Attachment B – Support Agreement

6. TERMINATION OF AGREEMENT

This Support Agreement may be terminated as outlined under the **TERM** section above. In addition, Civic or client shall terminate this agreement immediately upon written notice thereof to the other party, in the event the other party shall have breached a material provision of this Support Agreement, which breach shall not have been cured within a thirty (30) day period. If breach is not capable of being cured within such thirty (30) day period, this Support Agreement shall not be terminable so long as the party committing such breach shall have established to the reasonable satisfaction of the other party that it is using all diligent efforts to effect such cure.

This Support Agreement may be terminated by either party effective immediately and without notice, upon: (i) the dissolution, termination of existence, liquidation or insolvency of the other party, (ii) the appointment of a custodian or receiver for the other party, (iii) the institution by or against the other party of any proceeding under the United States Bankruptcy Code or any other foreign, federal or state bankruptcy, receivership, insolvency or other similar law affecting the rights of creditors generally, or (iv) the making by the other party of any assignment for the benefit of creditors.

7. ASSIGNMENTS

Civic shall not assign, transfer or pledge this Support Agreement and/or the services to be performed, whether in whole or in part, nor assign any monies due or to become due to it without the prior written consent of client. A consent to assign shall be subject to such conditions and provisions as client may deem necessary, accomplished by execution of a form signed by client, Civic, and the assignee.

8. PLACE OF USE

The Customer shall provide a suitable, clean location for the installation and operation of the Product, including adequate surge protection on the electrical supply source.

9. RISK OF LOSS

This Support Agreement does not cover service, maintenance or repair necessitated by loss or damage resulting from any cause beyond the control of Civic, including, but not limited to loss or damage due to fire, water, lightning, earthquake, riot, unauthorized service or modifications, theft, or any other cause originating outside the Product.

10. PERFORMANCE

Civic shall exercise its best efforts in performing services covered under this Support Agreement, but shall not be liable for damages, direct or otherwise, for failure to perform services at a location deemed hazardous to health or safety or arising out of delays or failure in furnishing parts or services caused by Acts of God, Acts of Government, labor disputes or difficulties, failure of transportation or other causes beyond its control, or for any consequential damage whatsoever.

11. LIABILITY

Civic is only obligated to provide software support services for the most currently released version of the Software, and the immediately preceding version. Civic shall not be responsible, nor incur liability of any kind, nature or description to client, its agents or employees or any other firm or corporation, whether direct or consequential, in event of failure or fault in condition or operation of the Product or for errors of omission in the transmission or display of information arising from the actual or alleged use of operation of the Product.

Attachment B – Support Agreement

11. Warranty

- A. Each party represents and warrants to the other that it has full power and authority to enter into and perform this Agreement and the person signing this Agreement on behalf of each party hereto has been properly authorized and empowered to enter into this Agreement.
- B. Client warrants that it has the legal right and authority, and will continue to have the legal right and authority during the term of this Agreement, to operate, configure, provide, place, install, upgrade, add, maintain and repair (and authorize Civic to do any of the foregoing to the extent the same are included in the Services) the hardware, software and data that comprises any of client's information technology system upon which or related to which Civic provides Services under this Agreement.
- C. Civic represents and warrants that materials produced or used under this contract, including but not limited to software hardware, documentation, and/or any other item, do not and will not infringe upon any intellectual property rights of another, including without limitation patents, copyrights, trade secrets, trade names, and service marks and names.
- D. If a third party claim that the Software infringes upon any intellectual property rights of another which causes client's reasonable use of the software or other material supplied under this contract to be seriously endangered or disrupted, Civic shall promptly, without additional charge to client either procure for client the right to continue using the software or other material, or replace or modify that software or material so that it becomes non-infringing, provided that such replacement or modified software or material has the same functional characteristics as the infringing software or material. If none of the foregoing alternatives are possible even after Civic's best efforts, client shall have the right at its election, to terminate the license to the infringing software and Civic shall promptly refund to client all fees, costs, and charges paid by client to Civic for that software or material and any other software or material reasonably rendered ineffective as the result of said infringement.
- E. Civic warrants that any Services that it provides to client under this Agreement will be performed in accordance with generally accepted industry standards of care and competence. Client's sole and exclusive remedy for a breach of Civic's warranty will be for Civic, in its sole discretion, to either: (i) use its reasonable commercial efforts to re-perform or correct the Services, or (ii) refund the fee client paid for the Services that are in breach of Civic's warranty. Client must make a claim for breach of warranty in writing within thirty (30) days of the date that the Services that do not comply with Civic's warranty are performed. This warranty is voided in the event that client makes alterations to the Services provided by Civic or to the environment in which Services are used (including the physical, network and systems environments). If client does not notify Civic of a breach of Civic's warranty during that 30-day period, client will be deemed to have irrevocably accepted the Services.
- F. Civic does not warrant any third-party product (each, a "Product"). All Products are provided to client by Civic "AS IS." Civic will, to the extent it is allowed to by its vendors, pass through any warranties and indemnifications provided by the manufacturer of the Product. Client acknowledges that no employee of Civic or any other party is authorized to make any representation or warranty on behalf of Civic that is not in this Agreement.

Attachment B – Support Agreement

12. LIMITATION ON LIABILITY

In no event will Civic's liability exceed the license fees, services, and support fees paid to date by the Customer to Civic. This limitation of liability is intended to apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including the negligence of either party. In no event shall either party be liable for ANY lost profits, LOST Business opportunity, lost data, consequential, special, incidental, exemplary or punitive damages arising out of or related to this Agreement.

Customer will indemnify Civic, its parent company (Baker Tilly) and their present or former partners, principals, employees, officers and agents against all costs, fees, expenses, damages and liabilities (including attorney's fees and all defense costs) associated with any third-party claim, relating to or arising as a result of the Services of this Agreement.

In the event Civic is requested by the Customer; or required by government regulation, subpoena, or other legal process to produce its engagement working papers or its personnel as witnesses with respect to its Services rendered for the Customer, so long as Civic is not a party to the proceeding in which the information is sought, Customer will reimburse Civic for its professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

Civic will indemnify Customer against any damage or expense relating to bodily injury or death of any person or tangible damage to real and/or personal property incurred while Civic is performing the Services to the extent such damage is caused solely by the negligent acts or willful misconduct of Civic's personnel or agents in performing the Services.

Customer accepts and acknowledges that any legal proceedings arising from or in connection with the services provided under this Agreement must be commenced within twelve (12) months after the performance of the Services for which the action is brought, without consideration as to the time of discovery of any claim.

13. DEFAULT

In the event of payment default by client, Civic shall be entitled to collect interest and collection costs, including court costs and reasonable attorney fees. In the event of default by the Customer in any term or condition herein, Civic may, at its option, refuse service or terminate its obligations under this Agreement.

14. FORCE MAJEURE

In the event that either party is prevented from performing, or is unable to perform, any of its obligations under this Agreement due to any act of God, fire, casualty, flood, war, strike, lock out, failure of public utilities, injunction or any act, exercise, assertion or requirement of any governmental authority, epidemic, destruction of production facilities, insurrection, inability to obtain labor, materials, equipment, transportation or energy sufficient to meet needs, or any other cause beyond the reasonable control of the party invoking this provision ("Force Majeure Event"), and if such party shall have used reasonable efforts to avoid such occurrence and minimize its duration and has given prompt written notice to the other party, then the affected party's failure to perform shall be excused and the period of performance shall be deemed extended to reflect such delay as agreed upon by the parties.

Attachment B – Support Agreement

15. NOTIFICATION

All notices or communications required or permitted as a part of the Agreement shall be in writing (unless another verifiable medium is expressly authorized) and shall be deemed delivered when:

- A. Actually received, or
- B. Upon receipt by sender of a certified mail, return receipt signed by an employee or agent of the party, or
- C. If not actually received, ten (10) days after deposit with the United States Postal Service authorized mail center with proper postage (certified mail, return receipt requested) affixed and addressed to the respective other party at the address set forth below or
- D. Upon delivery by client of the notice to an authorized Civic representative while at client site.

The addresses of the parties to this Agreement are as follows:

Civic Systems, LLC
Ten Terrace Court
P.O. Box 7398
Madison, WI 53707-7398

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

16. WAIVER

This instrument contains the entire Agreement for support of the parties. It cannot be changed, altered or modified orally. All changes or modifications must be in writing by the parties hereto.

17. SOFTWARE SUPPORT

The customer will supply the conditions and data which caused the malfunction and help reproduce the failure. The following services are part of the Support Agreement:

- A. Telephone and Internet Support – Unlimited and reasonable telephone technical support is provided during the hours specified in the **Service Hours** section above. In addition, client has the ability to log support issues and search a knowledge base utilizing Civic's customer support portal over the internet twenty-four (24) hours a day, seven (7) days a week. Technical support history, including issue and resolution, shall be available to client via the customer support portal over the internet for a period of three (3) years. Civic shall, on occasion, employ software tools that utilize the internet to troubleshoot technical support issues.
- B. Bug fixes and Updates – Civic shall provide client with all bug fixes and updates within twenty (20) days of receiving bug fixes and updates upon satisfactory software testing by Civic. Documentation communicating bug fixes, updates, and changes to the database schema shall be sent to client.
- C. Software Upgrades – Civic shall provide client with upgrades to the current platform when available. Civic shall provide client with all upgrades within thirty (30) days of satisfactory software testing by Civic. All relevant documentation communicating enhancements, changes to user manuals, changes to the database schema, etc. shall be sent to client.
- D. Trained Employees – Support will be provided to any employee that has completed formal training with Civic. Client shall notify Civic of any new employees requiring software support. New employees must schedule formal training with Civic at the current daily rate before support services are provided under the Support Agreement. If software support is required before training takes place, Civic will provide support as long as training has been scheduled with Civic.

18. MISCELLANEOUS

This Support Agreement covers those services rendered for pre and post "go-live".



Caselle's latest version of its financial and utility billing software suite, entitled Clarity, provides enhanced internal controls compared to its previous version, entitled Classic. One of the major differences between the two versions is the type of database engine utilized. Clarity takes full advantage of the Microsoft SQL (SQL) database engine, whereas the Classic version utilizes the Microsoft Access (Access) database engine. The SQL engine provides enhanced security features to ensure that the raw data is secure and difficult to access. One of the main reasons for Caselle's re-write and upgrade to Clarity was to provide better security and tracking capabilities to detect fraudulent activities in the financial system. The Classic version lacks these security features and, as a result, the raw data is susceptible to manipulation. Access lacks security features that, if operated improperly, would not allow for the identification of changes made to the financial data and who made those changes.

In addition to providing better security to data, Clarity gives the system Administrator the ability to enforce login password rules. These password rules include such things as setting a minimum length password, requiring both alpha and numeric characters, establish the number of failed login attempts before the user is locked out, and mandating that passwords be changed regularly without the capability to reuse old passwords.

Clarity also provides better tracking of data changes within the software. Clarity users have the ability to track changes or deletions on any field. The system will time and date stamp the user that made the modification. This log will provide you with what the change was, who changed it, when it was changed along with tracking the field's new and old values. The system can easily provide reports on the instances where changes occurred. Additionally, Clarity has the ability to generate an email when changes are made on specific fields so that appropriate people are notified of the change. The following is an example of field level security tracking by Vendor name with Clarity:

The screenshot shows the 'Modify Existing Vendors' window in Caselle Clarity. The vendor record for '100 - Ace Hardware & Lumber' is visible. A 'History' window is open, showing a table of changes to the 'Name' field.

Column	Date	By	Value
Name	05/17/2010	admin	From Ace Hardware & Lumber
			To Gibson Hardware & Lumber
	05/18/2010	admin	From Gibson Hardware & Lumber
			To Ace Hardware & Lumber



Clarity also enables you to keep confidential information from being manipulated by allowing you to restrict access to certain fields within the application.

Below are some other areas that Clarity provides advantages over the Access version.

- 1) Program Language and Database – The Clarity version is written in Microsoft's latest programming language, VB.Net, and will allow for SQL database to be utilized, thus eliminating and software related concerns on database sizes or potential data corruption.
- 2) Electronic Steps checklist – Electronic Workflow manager is hyperlinked for user processes and to aid in cross training.
- 3) User Customization – Every search screen, inquiry screen and favorites menu are able to be customized by user preference. This profile will follow the user's sign-in no matter which PC they are at.
- 4) User Defined Fields – The Clarity version allows for an unlimited number and type of user-defined fields by table. This could assist in tracking and scheduling meter testing and PSC reporting.
- 5) Reports – Ability to change columns within each report and export each report to PDF, Excel, Word, Rich text or delimited file format.
- 6) Attachments - Ability to attach image or content files to customers account for viewing in Inquiry or Edit screens.
- 7) Clarity miViewPoint – If you go with miViewPoint this provides read only departmental lookup of financial information that is password protected. The person signing in will only have access to view the range off accounts and information they have been given rights to. You can also provide department heads with the ability to input the subsequent year's requested budget. miViewPoint also gives employees the ability to input time and view current and past paychecks.

COUNCIL LETTER 030617-IVG1

PERSONNEL

LEAD OPERATOR

DATE: March 2, 2017

FROM: Personnel Committee

Craig J. Wainio
City Administrator

With Mr. Satrang moving to the Director of Public Works position, the City Council authorized the internal positing for the position of Lead Water and Waste Water Operator. We received one application for the position and determined that individual meet the qualifications for the position. Based upon this information, the Personnel Committee is recommending that Mr. Tyrel Hebl be appointed to the positon of Lead Water/Wastewater Operator.

COUNCIL LETTER 030617-IVG2

PERSONNEL COMMITTEE

POSTING

DATE: March 2, 2017

FROM: Personnel Committee

Craig J. Wainio
City Administrator

With the appointment of Mr. Hebl to the Lead Water/Wastewater position, his former position as Water/Wastewater Operator becomes vacant. The Personnel Committee recommends that the City Council authorize the internal position for this position and if no qualified internal applicants are found, authorize the external advertisement for the position.

CITY OF MOUNTAIN IRON

INTERNAL JOB POSTING

WATER AND WASTEWATER OPERATOR

The City of Mountain Iron has an immediate opening for the full-time position of Water and Wastewater Operator. This position reports to the Lead Water and Wastewater Operator.

Responsibilities of this position are described in the Water and Wastewater Operators position analysis.

The position is Job Class 14 at \$24.77 per hour.

Applications will be accepted until 4:00 p.m., March 17, 2017. Submit letter of application to Craig J. Wainio, City Administrator.

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

**City of Mountain Iron
Water and Waste Water Operator**

The City of Mountain Iron has an immediate opening for one (1) full-time Water and Waste Water Operator position in the Public Works Department. This position reports to the Lead Water and Waste Water Operator. Minimum qualifications include three (3) years of experience, Class C Water license, Class C Waste Water license and valid class B commercial driver's license. Starting salary is \$22.29 per hour. Applications will be accepted until 4:00 p.m., Friday, March 31, 2017. Send applications, resume and other completed materials to Craig J. Wainio, City Administrator, City of Mountain Iron, 8586 Enterprise Drive South, Mountain Iron, MN 55768.

COUNCIL LETTER 030617-IVG3

PERSONNEL COMMITTEE

MAINTENANCE POSITION

DATE: March 2, 2017

FROM: Personnel Committee

Craig J. Wainio
City Administrator

The Personnel Committee will be conducting interviews for the vacant Maintenance position prior to the meeting on Monday and may have a recommendation for the City Council at the meeting.

COUNCIL LETTER 030617-VIA

ADMINISTRATION

RESOLUTION 06-17

DATE: February 16, 2017

FROM: Craig J. Wainio
City Administrator

With the appointment of Councilor Tuomela to Deputy Mayor and the appointment of Mr. Satrang to Director of Public Works, we needed to update our banking records to identify the new signatories and Resolution 06-17 accomplishes that task. Therefore it is recommended that the City Council adopt Resolution Number 06-17 as presented.



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 06-17

BANK AUTHORIZATION

THIS IS TO CERTIFY: That at a meeting of the City Council of the City of Mountain Iron, (hereafter referred to as the "City"), operating under the laws of the State of Minnesota, duly held on January 20, 2015, the following resolution was adopted:

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

Gary Skalko – Mayor

Craig J. Wainio – City Administrator

Susan Tuomela – Deputy Mayor

Tim Satrang – Dir. of Public Works

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

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

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

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

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

DULY ADOPTED BY THE CITY COUNCIL THIS 6th DAY OF FEBRUARY, 2017.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 030617-VIB

RAMS

RESOLUTION 07-17

DATE: March 2, 2017

FROM: RAMS

Craig J. Wainio
City Administrator

On behalf of the Range Associations of Municipalities and Schools, Councilor Stanaway requested that the enclosed resolution be presented to the City Council for consideration.



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RESOLUTION NUMBER 07-17

SUPPORT FOR STATE FUNDING FOR VOTING EQUIPMENT REPLACEMENT

WHEREAS, Congress passed the Help America Vote Act (HAVA) in 2002 and provided one-time federal funds to purchase election equipment to all 50 states, and;

WHEREAS, That election equipment, which has a lifespan of 10 to 15 years, is aging and needs to be replaced and the federal government has indicated that it does not intend to provide any additional funds, and;

WHEREAS, a study in Minnesota has determined that it will cost \$28 million to replace the election equipment counties originally purchased with HAVA funds and the equipment is at or exceeding its' expected useable age, and;

WHEREAS, unlike some responsibilities undertaken by counties and municipalities, administering a statewide election in over 4,000 precincts is not option, it is a statutory requirement and an important part of our democracy, and;

WHEREAS, given that local governments were caught off guard when the federal funding was not renewed, they need assistance from the state to ensure that voting equipment works properly and consistently in precincts all around the state, and is up to the standards Minnesotans expect, and

WHEREAS, projected cost for replacement equipment is estimated at \$10,000.00 per precinct.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the City supports Governor Dayton's proposal for \$14 million dollars of state funding to assist counties, communities and school districts with financial support for the systematic replacement of the aging election equipment.

BE IT FURTHER RESOLVED, that the City supports the efforts of Secretary of State, Steve Simon in his pursuit of funding via legislative action during the 2017 legislative session in recognition of the hardship the purchase of replacement voting equipment will place on many rural communities across the State of Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 6th DAY OF MARCH, 2017.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 030617-VIC

SAFETY COMMITTEE

RESOLUTION 08-17

DATE: March 2, 2017

FROM: Safety Committee

Craig J. Wainio
City Administrator

To enhance employee safety training in the area a number of communities in the area are getting together and establishing a Regional Safety Group. Our internal safety committee reviewed the Regional Safety Group and determined that it would be beneficial to join said safety group to promote safety and health in the workplace by participating in the group. Therefor it is recommended that the City Council approve Resolution Number 08-17 authorizing the City to execute the agreement establishing a regional safety group.



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RESOLUTION NUMBER 08-17

AUTHORIZING NEW REGIONAL SAFETY GROUP

WHEREAS, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them; and

WHEREAS, the League of Minnesota Cities Insurance Trust has created the Regional Safety Group Initiative to offer training to cities who form regional safety groups; and

WHEREAS, the City Council finds that it is in the best interest of the City to create a Regional Safety Group ("RSG") formed by agreements of other cities (the "Establishing Agreement"); and

WHEREAS, the Establishing Agreement allows the City to begin a new RSG upon adoption of a resolution agreeing to all terms of the Establishing Agreement,

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

1. Authorizes the Mayor and City Administrator to sign this resolution evidencing the city/entity's intent to become a member of the RSG; and
2. The City agrees to be bound by all the terms of the Establishing Agreement.

DULY ADOPTED BY THE CITY COUNCIL THIS 6th DAY OF MARCH, 2017.

Mayor Gary Skalko

ATTEST:

City Administrator

AGREEMENT ESTABLISHING REGIONAL SAFETY GROUP

WHEREAS, the Parties have a duty to create a safe workplace for their employees, officials and volunteers; and

WHEREAS, the Parties desire to create a safety group that is innovative and different from a traditional safety and health committee pursuant to Minnesota Rule 5208.700; and

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) has developed the Regional Safety Group Initiative to facilitate safety training for cities/entities; and

WHEREAS, the governing bodies of the Parties believe it is in the best interests of the Parties to cooperatively promote safety and health in the workplace by participating in the Regional Safety Group Initiative; and

WHEREAS, Minnesota Statutes, Section 471.59, authorizes the Parties by agreement of their governing bodies to jointly or cooperatively exercise any power common to them.

NOW, THEREFORE, in consideration of the mutual covenants made herein, the undersigned Parties agree as follows:

1. **Purpose.** The purpose of this Agreement is to promote workplace safety and health through the sharing of ideas and knowledge among the Parties and by holding regular joint safety and health training, educational programs, and meetings.
2. **Name.** The Parties hereby establish a safety group to be known as the MESABI Regional Safety Group (the "RSG").
3. **Membership.**
 - A. **LMCIT Members.** All member cities/entities of the RSG are members in LMCIT's workers' compensation program.
 - B. **Initial Members.** The initial member cities/entities of the RSG shall be the undersigned Parties executing this Agreement upon the approval of their governing bodies.
 - C. **New Members.** A new member city/entity, that is a member of LMCIT's workers' compensation program, may be added to the RSG upon approval of a majority of the current members, as evidenced by a vote of the group members. Each member city/entity of the RSG shall be entitled to one vote. The matter need not be presented to the member's governing body. Following the approval by the RSG, membership in the RSG is effective upon approval and execution of the resolution attached hereto as Exhibit I, by a prospective member's governing body and its authorized representatives.

- D. **Termination of Membership.** Any member city/entity may terminate its membership in the RSG upon adoption by the member's governing body of a resolution indicating its intent to withdraw not less than 90 days prior to the end of a current term. Terms will be on a yearly calendar basis. Termination takes effect at the end of a current term. A copy of the termination resolution must be sent to the safety coordinator of each member city/entity and to Kristen LeRoy, LMCIT Program Manager, or other staff person as designated by LMCIT. Any terminated member shall remain responsible for its share of any costs incurred prior to the effective date of termination.

A member city/entity shall also be terminated from the RSG if it is no longer a member of LMCIT's workers' compensation program. A member city/entity shall lose its' membership in the RSG as of the date the workers' compensation program is terminated.

4. **Officers and Bylaws.** The RSG may, but is not required to, elect officers to govern its actions. The duties and terms of any officers shall be determined by a majority vote of the RSG members. All members agree to act in good faith to further the interests of the RSG and to resolve disputes in an equitable and timely manner. The RSG may adopt bylaws or other rules governing the group that are not inconsistent with this Agreement. The RSG and its officers are not authorized to do any of the following: (a) to receive and expend funds; (b) to enter contracts; (c) to hire employees; (4) to purchase or otherwise acquire and hold real or personal property; or (5) to bring a lawsuit in the name of the RSG.
5. **LMCIT Sponsored Training/Meetings.** LMCIT offers the RSG safety training/meetings to be conducted by the Minnesota Municipal Utilities Association (MMUA).
- A. **Number of Training/Meeting Sessions.** The RSG is entitled to twelve (12) MMUA training sessions per calendar year with a maximum of 1 per month and a minimum of 1 every-other month. Each training session will be at a site to be determined by the RSG. The date of each training session shall coordinate with the designated MMUA representative.
- B. **LMCIT Cost.** LMCIT will pay one-half of the cost of each MMUA training session up to the maximum of twelve (12) sessions per calendar year. LMCIT will not reimburse members for travel, meals, or other charges. To be eligible for LMCIT cost-sharing, any MMUA training session not on the pre-approved training list, must be approved in advance by Kristen LeRoy, LMCIT Program Manager, or other staff person designated by LMCIT.
- C. **Member Cost.** The remaining cost of each MMUA training session shall be paid by the RSG fiscal agent. The cost of each MMUA training session shall be divided by city/town on a per capita basis using population estimates from 2015. The City of Virginia agrees to act as Fiscal Agent for the Mesabi RSG. Each member city/entity agrees to pay its share of training costs after receiving an

invoice from the Fiscal Agent. No member shall be responsible for the unpaid costs of another member. Each member is responsible for its cost even if it does not have a representative attend the training session.

- D. **Program Changes.** RSG members acknowledge that LMCIT may, at any time, change its obligations to RSG members. Any changes made in the RSG program will be communicated to RSG members within thirty (30) days of the change.

6. Education and Training.

- A. **Online Education and Training.** LMCIT has established an interactive web-based training program in cooperation with FirstNet Learning. RSG members and their employees, officers, and volunteers are entitled to free access to this online training.
- B. **Other Education and Training.** A RSG may hold other training and educational sessions or meetings as determined by the group at the members' expense. Approval from LMCIT is not needed for training or meetings for which no LMCIT subsidy is requested.

- 7. **Safety Committee Meeting.** As a part of any training session, the members may discuss any matters that would typically be discussed in a "joint labor-management safety and health committee" meeting under Minnesota Statutes, Section 182.676 and take any action authorized under Minnesota Rules, Chapter 5208. LMCIT requires each RSG to hold a joint Safety Committee Meeting every-other-month at a minimum.

8. General Provisions.

- A. **Modification.** No provision of this Agreement may be modified, altered, or rescinded except by a vote of the governing body of a majority of all members. Approved modifications take effect thirty (30) days after the date of approval by the last member approving the modification.
- B. **Effective Date.** This Agreement shall be effective after approval by the governing body of the last initial member to approve this Agreement and execution by that member's authorized representatives.
- C. **Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- D. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute one and the same instrument.

- E. Savings Clause. If any court finds any provision of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, the Parties, by action of their respective governing bodies, caused this Agreement to be approved on the dates below.

City of Mountain Iron, Minnesota duly approved this Agreement on the 6th day of March, 2017.

Gary Skalko
Mayor

Craig J. Wainio
City Administrator

CITY	2015 POPULATION	PERCENTAGE	ANNUAL COSTS	TOTAL COSTS/6 trainings
Virginia	8591	46%	\$ 1,661.61	3600
Biwabik	1009	5%	\$ 195.15	
Gilbert	1802	10%	\$ 348.53	
Eveleth	3670	20%	\$ 709.83	
Hoyt Lakes	2019	11%	\$ 390.50	
Town of White	1522	8%	\$ 294.37	
TOTALS	18,613	100%	\$ 3,600.00	

CITY	2015 POPULATION	PERCENTAGE	ANNUAL COSTS	TOTAL COSTS/6 trainings
Virginia	8591	34%	\$ 1,237.40	3600
Biwabik	1009	4%	\$ 145.33	
Gilbert	1802	7%	\$ 259.55	
Eveleth	3670	15%	\$ 528.61	
Hoyt Lakes	2019	8%	\$ 290.81	
Town of White	1522	6%	\$ 219.22	
<i>Aurora</i>	<i>1689</i>	<i>7%</i>	<i>\$ 243.27</i>	
<i>Fayal Twp</i>	<i>1794</i>	<i>7%</i>	<i>\$ 258.40</i>	
<i>Mtn Iron</i>	<i>2898</i>	<i>12%</i>	<i>\$ 417.41</i>	
TOTALS	24,994	100%	\$ 3,600.00	

VALENTINI'S SUPPER CLUB

To whom it may concern

I am requesting that we (Valentini's Supper Club) be given the approval to provide catering services at the Mountain Iron Community Center on the 18th of March.

We will be providing food, beverages and bar service (alcohol included) for a wedding on that date. I will provide all necessary documentation and licenses that are needed.

Thank you for consideration.

Paul Marturano



Valentini's Supper Club

Summer Work Outreach Project

8590 Enterprise Drive South, Mt Iron, MN, 55768



Serving Kids, Serving Communities
Buhl-Kinney, Chisholm, Mt Iron, Virginia
A Minnesota 501(C)3 Organization

February 21, 2017

Honorable Mayor Gary Skalko
City of Mountain Iron
8586 Enterprise Dr S
Mt. Iron, MN 55768

Dear Honorable Mayor Skalko:

This year is a transformative year for Summer Work Outreach Project (SWOP). For two decades, SWOP succeeded as a fully grassroots-led organization, beginning as a joint outreach project of churches and later incorporating as an independent non-profit. SWOP's lifeblood has been the deep dedication of the people who serve on its board, support its fundraising endeavors, and oversee the program. When the organization's founder announced her pending retirement last year, it was evident that SWOP needed to look at new ways of sustaining its mission.

In 2016, with support from the Northland Foundation, SWOP engaged in a capacity-building initiative which included in-depth board development training, selection of an appropriate organizational structure to move SWOP forward in its post-founder phase, and development of a plan to transition to this new structure. A committed, but mostly new, board has been assembled and is ready to make this significant transition in 2017 - from a working board to a governing board with staff to perform program operations. To continue services this summer without interruption, SWOP is hiring an Executive Director, allowing the Board to focus its efforts on governance functions and sustain SWOP well into the future.

Now more than ever we need your support to continue our work connecting youth with their community in our four traditional communities of Chisholm, Buhl-Kinney, Mt. Iron, and Virginia. The mission of SWOP is to reach out to 11 to 14 year olds and help them to develop healthy connections with the community, respectful relationships with other youth and adults through community work experiences.

Thank you for your past support of SWOP and our youth! We are asking that you become part of the 2017 community partnership by making an investment in our SWOP teams. Everyone who invests in SWOP's community partnership is publicly thanked in the Chisholm Tribune, Hibbing Daily Tribune, Hometown Focus and the Mesabi Daily News at the end of the season.

Enclosed is an explanation of our investment opportunities. If you have any questions, please feel free to call Beth Peterson. She will be happy to answer any questions you may have either by phone or in person. Please make checks payable to SWOP. Your contribution can be mailed in the enclosed envelope. All contributions are tax deductible and a receipt will be mailed to you.

Again, thanks for your past support. With your help this year, we look forward to another year of empowering our youth for healthy relationships with work, community, and other people.

Respectfully,
The SWOP Board

DeAnna Winge, Chairperson, Sharon Chadwick, Vice-Chairperson, Holly Kohler, Secretary, Julie Greenly, Treasurer, Steve Hunter, Lisa Inman, Rod Marks, Beth Peterson, and Craig Race