

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, APRIL 7, 2014 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. March 17, 2014, Regular Meeting (#1-11)
 - B. March 17, 2014, Committee of the Whole Meeting (#12)
 - C. March 31, 2014, Special Meeting (#13)
 - D. Receipts
 - E. Bills and Payroll
 - F. Communications (#36-41)
- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - C. Public Works Director's Report
 - 1. Fleet Safety Policy (#14-21)
 - 2. Protective Footwear Policy (#22)
 - D. Library Director/Special Events Coordinator
 - E. Sheriff's Department Report (#23)
 - F. City Engineer's Report
 - G. Parks and Recreation Board
 - 1. Campground Caretaker Agreement (#24-26)
 - H. Utility Advisory Board
 - 1. Large Trash Pickup (#27-28)
 - 2. Refuse and Recycling Rates (#29-31)
 - I. Liaison Reports
- V. Unfinished Business
 - A. Fire Department Officer Compensation (#32)
- VI. New Business
 - A. Request to Serve Alcohol at Community Center (#33)
 - B. Liquor Ordinance Violation (#34-35)
- VII. Communications (#36-41)
- VIII. Announcements
 - A. April 22, 2014 - Local Board of Appeal & Equalization Mtg, 6:30-7:30 p.m. (#42)
 - B. Filings for Mayor and Councilor Open – May 20, 2014 - June 3, 2014
- IX. Adjourn

Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
MARCH 17, 2014

Mayor Skalko called the City Council meeting to order at 6:35 p.m. with the following members present: Joe Prebeg, Jr., Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Clark, Municipal Services Secretary; Michael Downs, Director of Public Works; Sally Peterangelo, Library Director/Special Events Coordinator (leaving at 6:46 p.m.); John Backman, Sergeant; Brian Lindsay, City Attorney; and Rod Flannigan, City Engineer (entering at 6:41 p.m.).

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

1. Approve the minutes of the March 3, 2014, regular meeting as submitted.
2. Approve the minutes of the March 3, 2014, committee of the whole meeting as submitted.
3. 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.
4. To acknowledge the receipts for the period March 10-15, 2014, totaling \$195,193.03, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period March 1-15, 2014, totaling \$446,286.07, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

No one spoke during the public forum.

The Mayor reported on the following:

- Condolences. To the Family of Wilbert Johnson of Parkville.
- Mountain Iron-Buhl Girls' Basketball Team. Congratulations to the Team for their fourth consecutive trip to the State Class A Tournament.

It was moved by Zupancich and seconded by Prebeg to direct City Staff to advertise for the summer seasonal positions until Friday, May 16, 2014. The motion carried unanimously on a roll call vote.

The City Administrator reported on the following:

- Summer Recreation Programs. Forms would be distributed to the students at the schools.
- Positions Available. The City would be hiring coaches and umpires.

- West Two Rivers Campground. Reservations are currently being taken for the campground and the campground will open in mid-May.
- Climb Incorporated. Seeking approval of their Charitable Gambling operation at the Sawmill Saloon. The Council will act on this item under New Business, Item D.

It was moved by Zupancich and seconded by Prebeg to authorize City Staff to purchase two pickup trucks from Midway Ford at the State bid price as follows:

- 2015 F250 Ford 4 x 4 regular cab with 8' box - \$24,459.07
- 2014 F150 Ford 4 x 4 regular cab with 6.5' box - \$20,042.42

The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Stanaway to authorize City Staff to purchase a 2015 International Garbage Truck through the State bid and a Packer being purchased through NJPA bid at a total cost of \$190,930.56. The motion carried on a roll call vote.

The Public Work Director reminded residents to continue to trickle their water because the City had still been experiencing water service lines being frozen. He said that a notification would be placed in the newspaper to tell residents when to quit trickling their water.

It was moved by Zupancich and seconded by Tuomela to accept the recommendation of the Personnel Committee and offer Julie Hansen the Library Substitute Position contingent on passing a physical, drug and alcohol testing, and a background check. The motion carried.

It was moved by Zupancich and seconded by Tuomela to accept the recommendation of the Planning and Zoning Commission and approve the Conditional Use Permit for an off-site sign for Wal-Mart to be located on Lot 6, Block 3, Rock Ridge Development, Parcel Code 175-0047-00100. The motion carried unanimously.

It was moved by Zupancich and seconded by Tuomela to accept the recommendation of the Planning and Zoning Commission and officially deny the rezoning of the following property:

All of the SE ¼ of the SW ¼ of Section 27, T58N, R18W
All of the SW ¼ of the SE ¼ of Section 27, T58N, R18W
All of the NE ¼ of the NW ¼ of Section 34, T58N, R18W
All of the SE ¼ of the NW ¼ of Section 34, T58N, R18W
All of the NE ¼ of the SW ¼ of Section 34, T58N, R18W
All of the NW ¼ of the NE ¼ of Section 34, T58N, R18W
All of the SW ¼ of the NE ¼ of Section 34, T58N, R18W
All of the NW ¼ of the SE ¼ of Section 34, T58N, R18W

The property would remain at the Rural Residential designation of the Zoning Ordinance. The motion carried unanimously.

It was moved by Prebeg and seconded by Stanaway to adopt Resolution Number 06-14, authorizing the City of Mountain Iron to make application to and accept funds from the IRRRB Public Works Grant Program for the Mountain Iron Drive Project, (a copy is attached and made a part of these minutes). The motion carried.

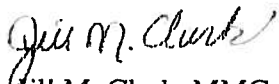
It was moved by Prebeg and seconded by Zupancich to adopt Resolution Number 07-14, declaration and grant agreement for the new County Road 102 Project, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Zupancich and seconded by Tuomela to authorize the 2014 allocation to the Greenwood Cemetery Association in the amount of \$4,500. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Stanaway to adopt Resolution Number 08-14, charitable gambling, (a copy is attached and made a part of these minutes). The motion carried.

At 7:01 p.m. it was moved by Skalko and seconded by Zupancich that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Clark, MMC
Municipal Services Secretary

www.mtniron.com

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	146,622.72
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	141.84
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	34,383.46
METER DEPOSITS	ELECTRIC	1,900.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,100.00
BUILDING RENTALS	COMMUNITY CENTER	550.00
CAMPGROUND RECEIPTS	FEES	8,760.00
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
MISCELLANEOUS	REIMBURSEMENTS	50.00
BUILDING RENTALS	NICHOLS HALL	325.00
FINES	PARKING VIOLATIONS	15.00
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	12.00
FINES	FORFEITURES	34.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	182.61
MISCELLANEOUS	ELECTRIC RECONNECT FEE	35.00
BUILDING RENTALS	SENIOR CENTER	75.00
FINES	CRIMINAL	961.31
MISCELLANEOUS	CHECK RETURN FEE	20.00
TAXES	SPEC ASSESS-FUND 378-DELINQUEN	5.09
Summary Totals:		<u>195,193.03</u>

Check Issue Date(s): 03/05/2014 - 03/17/2014

Report Criteria:

Check Check No = 145098-145152

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/14	03/14/2014	145098	130011	UNITED STATES POSTAL SERVICE	602-20200	404.01
03/14	03/17/2014	145099	10056	A T & T MOBILITY	101-20200	1,265.07
03/14	03/17/2014	145100	307	AMY HULTMAN	101-20200	200.00
03/14	03/17/2014	145101	10001	ARROWHEAD ECONOMIC OPPORTUNI	101-20200	975.86
03/14	03/17/2014	145102	20022	BENCHMARK ENGINEERING INC	101-20200	730.00
03/14	03/17/2014	145103	30035	C & B WAREHOUSE DISTR INC	101-20200	37.00
03/14	03/17/2014	145104	30084	CARDMEMBER SERVICE	603-20200	4,179.42
03/14	03/17/2014	145105	170001	CENTURY LINK	101-20200	569.66
03/14	03/17/2014	145106	30088	CLAVITER, THOMAS R.	101-20200	56.00
03/14	03/17/2014	145107	30022	COLOSIMO PATCHIN KEARNEY	101-20200	77.00
03/14	03/17/2014	145108	50048	ENERGY INSIGHT INC	604-20200	702.87
03/14	03/17/2014	145109	70016	GOPHER STATE ONE CALL INC	604-20200	4.35
03/14	03/17/2014	145110	70006	GREENWOOD CEMETERY	101-20200	4,500.00
03/14	03/17/2014	145111	80017	HENRY'S WATERWORKS INC	601-20200	503.15
03/14	03/17/2014	145112	80037	HOMETOWN MEDIA PARTNERS	101-20200	132.50
03/14	03/17/2014	145113	90026	INDUSTRIAL LUBRICANT COMPANY	101-20200	1,116.08
03/14	03/17/2014	145114	306	JACOB CUPRYNA	604-20200	118.31
03/14	03/17/2014	145115	305	JOHN G. FITZ	604-20200	81.20
03/14	03/17/2014	145116	9100	JULIE BRUNER-DASILVA	604-20200	60.61
03/14	03/17/2014	145117	120006	L & M SUPPLY	101-20200	928.02
03/14	03/17/2014	145118	303	LEVI KRAMPERT & LAURA OBERSTAR	604-20200	116.82
03/14	03/17/2014	145119	120043	LITTLE FALLS MACHINE INC.	101-20200	84.03
03/14	03/17/2014	145120	120014	LUNDGREN MOTORS	101-20200	1,068.62
03/14	03/17/2014	145121	8153	MASON, TONY	604-20200	95.31
03/14	03/17/2014	145122	130004	MESABI DAILY NEWS	602-20200	265.00
03/14	03/17/2014	145123	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
03/14	03/17/2014	145124	130038	MIB ALL NIGHT CHEM FREE PARTY	101-20200	300.00
03/14	03/17/2014	145125	140026	MINNESOTA ENERGY RESOURCES	101-20200	2,141.98
03/14	03/17/2014	145126	130008	MINNESOTA MUNICIPAL UTILITIES	101-20200	651.00
03/14	03/17/2014	145127	130009	MINNESOTA POWER (ALLETE INC)	604-20200	110,124.05
03/14	03/17/2014	145128	40009	MN DEPARTMENT OF COMMERCE	604-20200	429.46
03/14	03/17/2014	145129	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	16,589.90
03/14	03/17/2014	145130	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	53,383.95
03/14	03/17/2014	145131	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	385.54
03/14	03/17/2014	145132	170005	QUALITY FLOW SYSTEMS INC	602-20200	277.50
03/14	03/17/2014	145133	180003	RANGE OFFICE SUPPLY	101-20200	79.98
03/14	03/17/2014	145134	180073	RED ROCK RADIO	101-20200	133.00
03/14	03/17/2014	145135	180017	RELIABLE OFFICE SUPPLIES	602-20200	144.54
03/14	03/17/2014	145136	190045	SERVICE SOLUTIONS	101-20200	23.00
03/14	03/17/2014	145137	308	SHANNON LUNDQUIST	101-20200	200.00
03/14	03/17/2014	145138	190004	SKUBIC BROS INC	603-20200	90.20
03/14	03/17/2014	145139	190043	SPIRIT LAKE 4-H CLUB	101-20200	164.12
03/14	03/17/2014	145140	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	64,665.88
03/14	03/17/2014	145141	190002	ST LOUIS COUNTY AUDITOR	603-20200	18,772.50
03/14	03/17/2014	145142	200020	THE TRENTI LAW FIRM	301-20200	7,550.99
03/14	03/17/2014	145143	210001	UNITED ELECTRIC COMPANY	604-20200	556.95
03/14	03/17/2014	145144	210002	UNITED TRUCK BODY COMPANY INC	101-20200	766.27
03/14	03/17/2014	145145	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	64,389.31
03/14	03/17/2014	145146	220020	VISA OR AMERICAN BANK CC PMT	101-20200	1,939.38
03/14	03/17/2014	145147	230005	WESCO DISTRIBUTION INC	604-20200	567.34
03/14	03/17/2014	145148	304	WILLIAM & RUTH TRAVIS	604-20200	128.78
03/14	03/17/2014	145149	230043	WISCONSIN CENTRAL	601-20200	551.44
03/14	03/17/2014	145150	230044	WITMER PUBLIC SAFETY GROUP INC	101-20200	1,723.53
03/14	03/17/2014	145151	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	11,521.83

M = Manual Check, V = Void Check

Check Issue Date(s): 03/05/2014 - 03/17/2014

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/14	03/17/2014	145152	240001	XEROX CORPORATION	101-20200	444.63
Totals						<u>378,467.94</u>
Payroll-PP Ending 3/14/14						54,313.50
Sales Tax-Electronic Trans.						<u>13,504.63</u>
TOTAL EXPENDITURES						<u>\$446,286.07</u>



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 06-14

AUTHORIZING THE CITY OF MOUNTAIN IRON TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE IRRRB PUBLIC WORKS GRANT PROGRAM

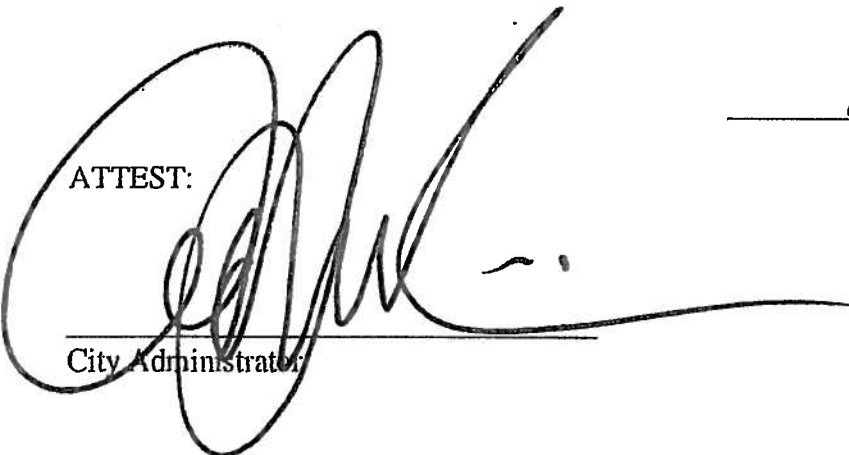
WHEREAS, the Mountain Iron City Council approves of the attached application for the Mountain Iron Drive project; and,

WHEREAS, the Mountain Iron City Council agrees to accept funding for the underlying project if approved by the IRRRB.

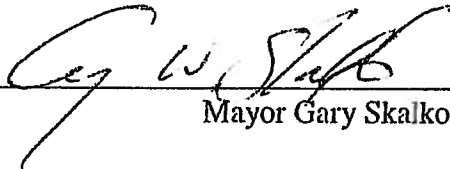
**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
MOUNTAIN IRON, MINNESOTA**, that it does hereby adopt this Resolution.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF MARCH, 2014.

ATTEST:



City Administrator



Mayor Gary Skalko



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 07-14

DECLARATION AND GRANT AGREEMENT

WHEREAS, the City of Mountain Iron is participating with **United States Steel Corporation** and **St. Louis County** in the relocation of County Road 102 within the City of Mountain Iron, St. Louis County, Minnesota; and

WHEREAS, a portion of the relocated County Road 102 shall be located upon certain real property owned by the **Mountain Iron Economic Development Authority** as described by the city engineer and shown as Right of Way in Areas 1, 2 and 3 in the attached Exhibit "A"; and

WHEREAS, a portion of the relocated roadway as described in Exhibit "A" and shaded in yellow is subject to certain bond financing as specified in the Grant Agreement dated September 1, 2006, between the **City of Mountain Iron** and the Department of Employment and Economic Development and subject to certain restrictions evidenced by the Declaration dated December 7, 2009, and recorded December 21, 2009, as Document No. 01125442 in the Office of the County Recorder, St. Louis County, Minnesota; and

WHEREAS, upon relocation of County Road 102 the existing access road shaded in yellow providing access to the bond financed property will be no longer necessary for one of the purposes stated in the aforesaid Declaration and Grant Agreement, namely for accessing the Industrial Park described in the aforesaid Grant Agreement; and

WHEREAS, the participants in the relocation process desire to obtain the consent of the Minnesota Department of Employment and Economic Development and the Minnesota Commissioner of Management and Budget to the relocation of County Road 102; and

WHEREAS, all of the participating parties acknowledge and agree that it is appropriate for the **City of Mountain Iron** and the **Mountain Iron Economic Development Authority** to approve an easement in favor of **St. Louis County, Minnesota**, for the relocation of County Road 102 in favor of **St. Louis County, Minnesota**.

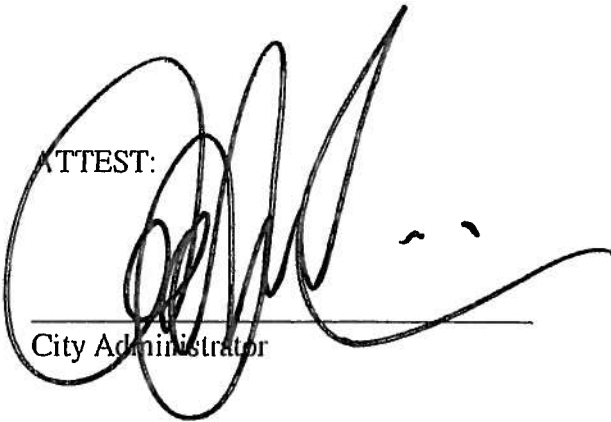
NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MOUNTAIN IRON, MINNESOTA, that:

1. That upon the relocation of County Road 102 the existing access road shaded in yellow providing access to the bond financed property will be no longer necessary for one of the purposes stated in the aforesaid Declaration and Grant Agreement, namely for accessing the Industrial Park described in the aforesaid Grant Agreement.

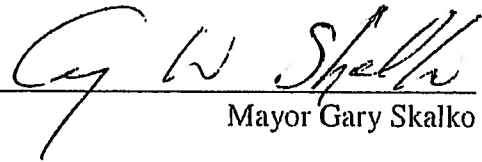
2. That the **City of Mountain Iron** does hereby approve the easement in favor of **St. Louis County, Minnesota**, over and across the property shown as Right of Way in Areas 1, 2 and 3 in Exhibit "A" and does hereby authorize the appropriate officials to execute any documents necessary to document and complete said easements.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF MARCH, 2014.

ATTEST:

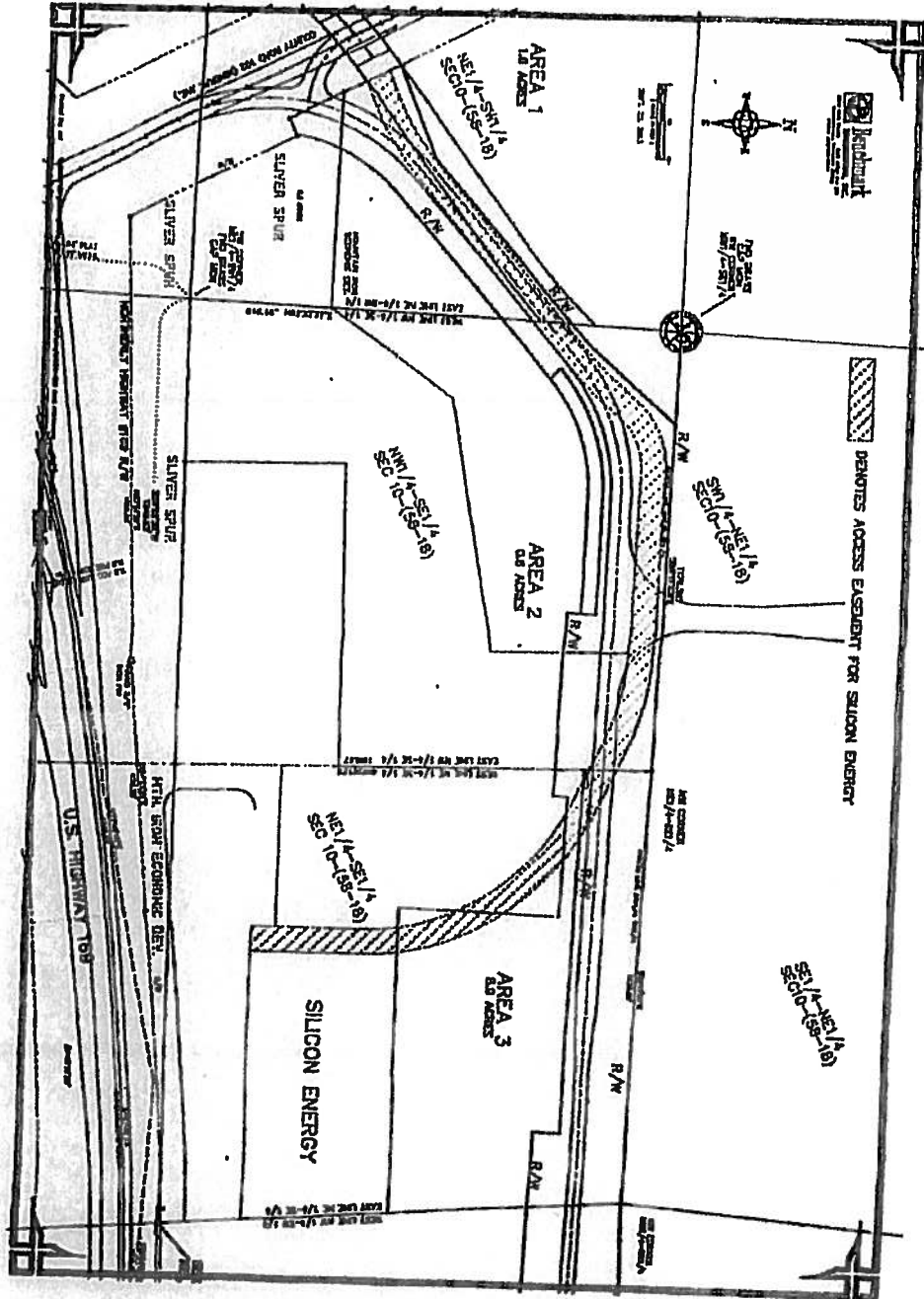


City Administrator



Mayor Gary Skalko

EXHIBIT "A"





CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com
8516 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

RESOLUTION NUMBER 08-14

CHARITABLE GAMBLING

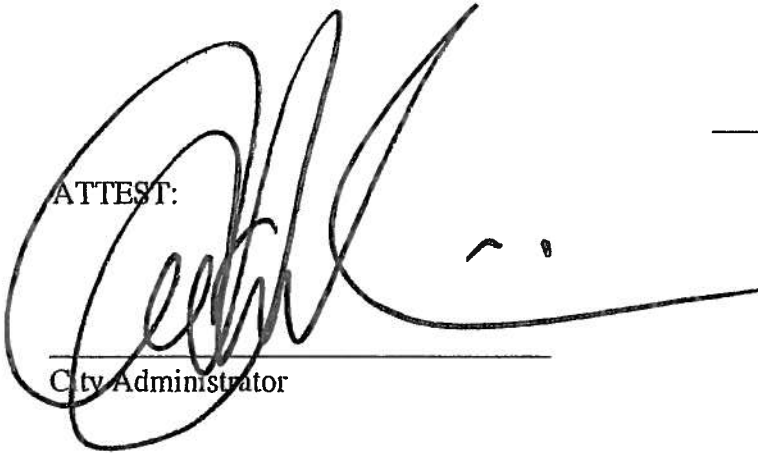
WHEREAS, Climb Theater Inc., has applied for a Premises Permit to conduct Charitable Gaming at the Sawmill Saloon located at 5478 Mountain Iron Drive, Mountain Iron, MN 55792, and;

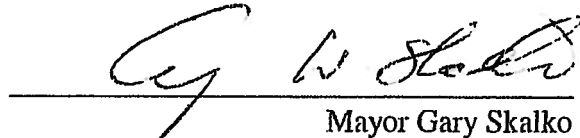
WHEREAS, Climb Theater Inc., is requesting that a Premises Permit be issued.

NOW, THEREFORE, BE IT RESOLVED BY THE MOUNTAIN IRON CITY COUNCIL, that the Mountain Iron City Council hereby approves said Premise Permit.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF MARCH, 2014.

ATTEST:



City Administrator

Mayor Gary Skalko

MINUTES
MOUNTAIN IRON CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING
MARCH 17, 2014

Mayor Skalko called the City Council meeting to order at 7:02 p.m. with the following members present: Joe Prebeg, Jr., Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Clark, Municipal Services Secretary; Michael Downs, Director of Public Works; and Brian Lindsay, City Attorney.

Fire Department members present: William Copeland, Captain; Jeremy Waldron, Fire Chief/EMS Director; Greg Chad, Assistant Fire Chief/Assistant EMS Director; and Gerald Knapper, Captain; and Matthew Mattson, Captain.

The Mayor said that the purpose of the Committee of the Whole meeting was to discuss the compensation for the Fire Department Officers.

The Mayor outlined the tentative compromise, subject to the City Council approval, of the Public Health and Safety Board and the Personnel Committee as follows:

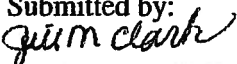
Fire Chief/EMS Director -	\$400	Wild Land Officer -	\$125
Assistant Fire Chief -	\$250	Truck Inspector Officer -	\$125
Assistant EMS Director -	\$250	Safety Officer -	\$125
Secretary -	\$150		

The Fire Chief stated that he was disappointed that the Fire Department Officers had not been a part of the discussion at the March 3rd Committee of the Whole Meeting. The Mayor stated that the discussions were all completed at an open meeting. The Fire Chief stated that they were not just seeking a raise in their salary, but compensation for the additional duties that they are completing. The Fire Chief also said that there had not been any additional compensation given the EMS Director. Councilor Zupancich stated that the City added the EMS Director position to the Fire Chief to link the two entities together and the Assistant EMS Director was responsible for all of the day to day activities of the EMS. The Fire Chief said that the Safety Officer's salary should be set at \$75. The Fire Chief stated that there were new regulations that had to be complied with and require additional work to complete those requirements.

The Council questioned the number of hours that were being worked by the Fire Department Officers.

Councilor Prebeg said that the Personnel Committee is trying to stay within the approved 2014 budget with the salary proposals and any future increases should go through the budget cycle.

At 8:13 p.m., it was moved by Skalko and seconded by Zupancich that the meeting be adjourned. The motion carried.

Submitted by:

Jill M. Clark, MMC
Municipal Services Secretary

www.mtniron.com

MINUTES
MOUNTAIN IRON CITY COUNCIL
MARCH 31, 2014

Mayor Skalko called the City Council meeting to order at 4:02 p.m. with the following members present: Susan Tuomela, Alan Stanaway, and Mayor Gary Skalko. Also present was: Craig J. Wainio, City Administrator. Members absent were: Joe Prebeg, Jr. and Tony Zupancich.

It was moved by Stanaway and supported by Tuomela to authorize Sundberg Enterprises LLC, dba Sawmill Saloon & Restaurant to use their on sale liquor license at the Mountain Iron Community Center for a cash bar at the Mesabi Humane Society fundraising event on April 3, 2014. The motion carried unanimously.

At 4:04 p.m., it was moved by Skalko and supported by Tuomela to adjourn the meeting. The motion carried and the meeting was adjourned.

Respectfully submitted,

Craig Wainio
City Administrator

CITY OF MOUNTAIN IRON VEHICLE SAFETY POLICY

Policy Number 2014-01

Adopted April 7, 2014

1. Purpose

The City of Mountain Iron must ensure the safe operation of vehicles used for City business purposes. Employees and agents of the City must operate vehicles in a safe and courteous manner. The operation of both City and employee vehicles and equipment expose the City to a great deal of liability. In order to minimize that risk, the following procedures are established for persons expected to operate City motor vehicles or their own personal vehicles used for City business. This policy applies to all full-time, part-time and temporary employees, interns and volunteers.

Motor vehicle, vehicle, and equipment shall be defined as:

- A. Any passenger vehicle
- B. Farm tractor, grader, loader, etc
- C. Truck, tractor, tractor/trailer, dump truck, etc
- D. Other mobile equipment requiring operator involvement

2. Policy

It is the policy of the City to ensure that all employees requiring transportation for the satisfactory completion of their assigned duties will either (1) have a City vehicle available for their use as required by the nature of their work, or (2) be adequately reimbursed for the use of their own private vehicle if such use is authorized.

All City employees requiring the use of transportation in connection with their official duties are expected to follow the conditions and procedures set forth herein. It shall be the City Administrator and the respective Supervisor's responsibility to ensure that employees under their control comply with the terms and conditions set forth herein.

3. General Conditions of Use

Official City vehicles are not to be used for any purpose other than official City business in accordance with Minnesota State Statutes.

Emergency Services and evening City business (meetings, conventions, conferences, hearings, etc.) is considered official City business. An employee operating a City owned vehicle or private vehicle being used for City official business may only carry passengers required for official City business.

Employees operating City owned vehicles and equipment and acting outside the scope of their official capacities are not protected by the City or Utilities public liability and property damage insurance. This may expose the employee to property damage or personal injuries claims and litigation by the general public or entities outside the control of the City of Mountain Iron. Employees operating outside the scope of official City business may be held financially responsible for the amount of damage or loss to City owned vehicles or equipment and may be subject to other disciplinary action as permitted.

No City owned vehicle will be assigned for the exclusive use of any employee without specific approval of the City Administrator or the Public Works Director.

The use of a City owned vehicle during regular scheduled work hours for personal reasons is prohibited, unless approved by the City Administrator or Public Works Director.

4. Driving Record History

All employees operating City owned/leased vehicles or equipment shall provide proof of a valid driver's license or certification relative to the vehicle(s) of intended operation. A current copy of the license will be kept in the employee's personnel file.

New employees/applicants - A driver's record review shall be conducted on all new employees/applicants to determine position qualification. The following information shall be considered when evaluating a driving record history for a new employee:

- A. Conviction of alcohol or drug related incident and/or reckless driving.
- B. Leaving an accident scene, fleeing, driving after revocation/cancellation, no insurance
- C. Any moving violations and/or careless driving tickets.
- D. At fault accidents, damage to City vehicle or property, damage to public property

Any incident related to above (a) shall be grounds for disqualification of any position requiring the operation of a City vehicle. Two or more incidents from any category above shall be grounds for disqualification.

Current employees - In addition to the new employee/applicant inquiry, the City will make periodic motor vehicle record checks, no more than annually.

If an employee has two or more, or any combination of two or more violations from a, b, c, or d above, he/she may be subject to disciplinary action as stated in Section 30 of the Personnel Policy. Each specific conviction, citation issued, or vehicle accident/incident incurred shall be treated as separate violations of the Personnel Policy and subject to the progressive disciplinary action for each occurrence.

5. License Limitations/Revocations

Any employee who receives any type of limitation or revocation placed against his/her license, regardless of reason, shall notify his/her supervisor within 24 hours. The supervisor shall determine what action, if any, may be required.

Any employee holding a CDL license shall notify his/her supervisor of any driving violations, accidents, or property damage incidents, on or off duty which has an effect on maintaining their CDL license.

6. Seat Belt and Shoulder Straps

All occupants of City owned, leased or rented vehicles shall wear the provided seat belts and shoulder straps as required by State statute. The driver is responsible for seat belt compliance.

7. Vehicle Care

Employees shall inspect the vehicle they operate daily and maintain a log of any damage or mechanical issues needing attention while they are operating it. A vehicle checklist (a copy of which is attached and made part of this policy) shall be filled out by employees prior to and returning from use of the vehicle. If there is an issue with the vehicle, the mechanic, immediate supervisor or Director of Public Works should be notified immediately. Vehicles should be kept neat, clean and in good mechanical condition.

8. Vehicle Accidents/Incidents

Any employee involved in a vehicle incident while conducting official City business shall immediately report the occurrence to their supervisor. The supervisor shall ensure that an investigation is conducted and that the incident/accident is documented on the respective Accident/Incident forms and submit a claim to the City's insurance company if necessary. All accidents/incidents will be reviewed by the City Administrator and/or Director of Public Works and a representative of the City Employees Union.

Traffic/Parking Tickets - Drivers are responsible for the payment of any traffic or parking violations arising out of the use of a City owned or personal vehicle for City business.

Driving Citations/Moving Violations – Employees required to operate a vehicle for official City business are required to report any moving violations/citations received. On or off the job violations/citations shall be reported to his/her supervisor immediately upon his or her return to work. This includes but not limited to:

- A. any citation for alcohol or drug related driving offenses
- B. reckless driving or careless driving
- C. driving after cancellation, driving after revocation, driving after suspension and driving without insurance
- D. speed, failure to stop, failure to yield, or other moving violation

The supervisor shall notify the City Administrator or the Director of Public Works. Failure to report such citation shall be treated as a severe breach of safety policy and will result in disciplinary action.

Vehicle or Property Damage – Employees involved in any type of vehicle incident involving damage to the City authorized vehicle or public property shall immediately report the incident to their Supervisor. All incidents shall be reported regardless of type, cost, or probable fault. The supervisor shall ensure that an investigation is conducted and that the incident/accident is documented on the respective Accident/Incident forms and a claim filed with the City's insurance company if necessary.

9. Disciplinary Action for Vehicle Accidents/Incidents

Drug or Alcohol related Incidents (Non –CDL) – Beginning from the date this policy is adopted, any employee who receives one drug or alcohol related citation or conviction within 36 months will receive a minimum of a written warning and will not be allowed to operate a City vehicle or a personal vehicle for City business.

If there is a non-driving position available and within their respective job series the employee will be temporarily demoted until he or she has completed the required remedial actions and has obtained a valid driver's license. If a non-driving position does not exist the employee may receive suspension without pay.

Driving privileges will be reinstated, assuming his/her driver's license is valid and the employee has completed remedial actions as determined by the City Administrator and/or the Director of Public Works.

Remedial actions may include the following;

- A. Safety-Risk Management Discussion with City Administrator or Director of Public Works including impact of further convictions or violations on his or her employment.
- B. Defensive Driving Course.
- C. Driving observation.
- E. Driving probation for the next year.
- F. Driving privileges removed.
- G. Substance abuse assessment.

Employees receiving a similar drug or alcohol related conviction within a 3 year period after initial remedial action has been taken are subject to additional disciplinary action, up to and including dismissal.

All Other Incidents/Citations – All non drug & alcohol related citations or incidents are subject to the progressive disciplinary action process and the requirements listed in Section 4, current employees. This includes, but not limited to:

- A. leaving an accident scene, fleeing, driving after revocation/cancellation, no insurance
- B. any moving violation and/or careless driving.
- C. at fault accidents, damage to City vehicle or property, damage to public property

Controlled Substances – Any incidents involving non-prescribed controlled substances and an authorized City vehicle is subject to the disciplinary action process, up to and including termination.

10. Personal Vehicle Use

An employee on City business is required to use City owned vehicles, whenever feasible. Authorization for use of personal vehicles for City business shall come from the City Administrator and/or Director of Public Works.

Employees driving personal vehicles for City business shall be properly insured and licensed to drive in the state/area of intended operation. Employees using their personal vehicles on official business are not protected by the City insurance carriers. Employees who drive their personal vehicle for City business must sign this document as an agreement to provide personal vehicle liability insurance coverage.

Employees, who drive regularly as part of their job, are required to carry a minimum of \$300,000 liability coverage. Employees who drive occasionally, but not as part of their regular job, are required to carry the state minimum liability coverage. Occasional driving is considered an average of 2,000 miles per year, which should equate to about one short trip per week.

Employees using personal vehicles for City business shall maintain the vehicle in a safe operating condition and remain compliant with all laws regulating safe vehicle operation.

Passengers are not allowed in a personal vehicle being used for City business except for authorized City employees, agents, or those persons participating in an official sanctioned City capacity and approved by the City Administrator and/or Director of Public Works.

Whenever an employee is required or authorized to use his/her personal vehicle for official City business they shall be entitled to reimbursement for actual mileage incurred at the rate established annually by the Internal Revenue Service. Employees should see their respective Supervisor to obtain the required reimbursement forms for official City business.

11. Take-Home Vehicles

City vehicles may be used only for authorized business.

The City is committed to the efficient use of City owned vehicles for the benefit of its citizens and customers. In those cases where allowing employees to commute to or from work in City vehicles results in better customer service, especially for the purpose of emergency response, employees may be assigned a City vehicle for commuting purposes. City employees having an

official vehicle assigned to them for official use must be designated by the City Administrator and/or Director of Public Works in order to keep said vehicle at their place of residence overnight during the normal work week and during the weekends. The employee shall be responsible for safe overnight parking in a home garage, private driveway or other safe and legal area of street parking.

Employees may be assigned vehicles for commuting purposes only when the following criteria are met:

- A. Public Works and Utility Employee assigned to standby duty.
- B. Employee's job includes a primary emergency response function.
- C. Other employees on occasion, when directly assigned by the City Administrator and/or Director of Public Works.
- D. The need to respond to work-related events from home outside of normal work hours occurs on a frequent basis.

The City vehicle may only be used for official City business and to commute from work to home and home to work.

Permitted Uses - A City vehicle may be used by an employee to travel to or from the employee's residence.

- A. In connection with work-related activities during hours when the employee is not working;
- B. If the employee has been assigned the use of a vehicle for authorized business on an extended basis, and the employee's primary place of work is not the City work station to which the employee is permanently assigned; or
- C. If the employee has been assigned the use of a City vehicle for authorized business away from the work station to which the employee is permanently assigned, and the number of miles traveled, or the time needed to conduct the business, will be minimized if the employee uses a City vehicle to travel to and from the employee's residence before or after traveling to the place of the City business.

The above sections do not apply to public safety vehicles that are owned/operated by the City.

12. Out of State Travel

Any elected City official will only travel out of the State of Minnesota and be compensated for said travel when it is approved by the City Council. When seeking approval, the official wishing to travel outside of the State of Minnesota must demonstrate that the travel is appropriate and is beneficial to their position. If expenses are to be advanced or paid by the City, those actual and projected expenses should be approved in advance of the actual trip, if possible. Further, the City Administrator and the Director of Public Works shall be responsible for the maintenance of out-of-state travel

I have read, understand and agree to follow the City of Mountain Iron Vehicle Safety Policy.

Signature

Date

	MONDAY			TUESDAY			WEDNESDAY			THURSDAY			FRIDAY			WEEKEND	
	AM	NOON	PM	AM	NOON	PM	AM	NOON	PM	AM	NOON	PM	AM	NOON	PM	SAT.	SUN.
Driver's Initials																	
All Fluid Levels																	
Engine Start																	
Transmission/Clutch																	
Horn/All Gauges																	
Wipers/Washer																	
Heaters/Defrost/Dome Lts																	
Drivers Seat & Belt																	
Mirrors & Bracket																	
All Dash Indicators																	
Headlights High/Low																	
Clearance Lts/Reflectors																	
Tail Lights																	
Turn Signals/Hazards																	
Backup/Brake Lts.																	
Seats/Cushions																	
Safety Equipment																	
Leaks																	
Fuel Tank/Cap																	
All Tires/Wheels/Lugs/Flaps																	
Suspension/Exhaust																	
Steering																	
2-Way Radio																	
External Damage/Cleanliness																	
Interior Damage/Cleanliness																	
Other: _____																	

- Driver's Initials
- All Fluid Levels
- Engine Start
- Transmission/Clutch
- Horn/All Gauges
- Wipers/Washer
- Heaters/Defrost/Dome Lts
- Drivers Seat & Belt
- Mirrors & Bracket
- All Dash Indicators
- Headlights High/Low
- Clearance Lts/Reflectors
- Tail Lights
- Turn Signals/Hazards
- Backup/Brake Lts.
- Seats/Cushions
- Safety Equipment
- Leaks
- Fuel Tank/Cap
- All Tires/Wheels/Lugs/Flaps
- Suspension/Exhaust
- Steering
- 2-Way Radio
- External Damage/Cleanliness
- Interior Damage/Cleanliness
- Other: _____

IF THERE IS AN ISSUE WITH THE VEHICLE - IMMEDIATELY NOTIFY THE MECHANIC OR THE DIRECTOR OF PUBLIC WORKS OR THE SUPERVISOR OF THE DAY.

PROTECTIVE FOOTWEAR POLICY

Policy Number 2014-02

Adopted April 7, 2014

I. POLICY OBJECTIVE

To establish a standardized policy for all Employees concerning appropriate protective footwear to prevent foot injuries and reduce slips and falls.

II. POLICY

Appropriate foot protection is part of personal protective equipment. The City of Mountain Iron must ensure that each affected employee uses protective footwear when working in areas where there is a danger of foot injuries due to falling or rolling objects, or objects piercing the sole, and where such employee's feet are exposed to electrical hazards. Public works employees are encountering these types of hazards in a large portion of the work they do, so it is important to make sure their feet are well protected. Safety footwear must meet ANSI minimum compression and impact performance standards in ANSIZ41-1991 (American National Standard for Personal Protection-Protective Footwear) or provide equivalent protection. The City of Mountain Iron will pay for a set amount towards the cost of a safety shoe that provides the necessary protection for each affected employee. If an employee wants a more expensive pair of shoes or boots, the employer will require the employee to pay the difference.

III. AFFECTED EMPLOYEES

Affected Employees for this policy will include: Director of Public works, Lead Journeyman Lineman, Lead Water/Wastewater Treatment Plant Operator, Journeyman Lineman, Lead Parks & Recreation Laborer, Maintenance, Water/Wastewater Operators, Equipment Operators, Building Maintenance and Labor.

IV. COST OF SAFETY SHOES

The City of Mountain Iron will pay for protective footwear according to the following schedule:

Warm weather safety shoes/boots	\$150.00 for each affected employee
Cold weather safety shoes/boots	\$150.00 for each affected employee
Rubber safety boots	\$75.00 for each affected employee

The shoes will be required to meet the standards mentioned above. Employees must have prior authorization from the Director of Public Works to purchase the protective footwear or will be required to pay for the footwear themselves. Footwear will be replaced in a reasonable time frame at the discretion of the Director of Public Works.



Saint Louis County

8586 Enterprise Dr. S., Mountain Iron, MN 55768
(218) 748-7574

Sheriff Ross Litman

To: Mountain Iron Mayor and City Council
From: Sgt. John Backman
Re: March 2014 Statistics
Date: April 3, 2014

The Mountain Iron Office of the St. Louis County Sheriff reports the below activity for the month of March 2014:

- 7 Disturbances (arguments, threats, unwanted persons, 911 hangup)
- 8 Public assists (roadside assistance/checks, patrol requests, vehicle unlocks)
- 7 Suspicious persons/vehicles/circumstances
- 7 Motor vehicle crashes
- 9 Welfare checks, suicide threats, neglect/abandoned persons, runaway/lost/missing
- 4 Fire & medical
- 1 Drug related calls
- 3 Alarms
- 5 Assaults
- 2 Damage to Property
- 11 Thefts
- 1 Burglary (or attempted)
- 12 Miscellaneous calls (civil/custody/property disputes, animal & traffic complaints, warrant/paper service)
- 29 Traffic Stops
- 3 Traffic Citations
- 1 DUI
- 16 Assists: 5 Sheriffs, 7 Virginia PD, 1 Eveleth PD, 2 MSP, 1 probation, 4 inside Mt. Iron
- 30 Parking citations

This activity resulted in 4 custodial arrests.

COUNCIL LETTER 040714-IVG1

PARKS & RECREATION

**WEST TWO CAMPGROUND
CARETAKER**

DATE: April 03, 2014
FROM: Parks & Recreation Board
Craig J. Wainio
City Administrator

The Parks and Recreation Board recommends that the City Council approve the enclosed agreement with Mr. Bill Haapala for West Two Rivers Campground caretaker. The agreement is the same as last year.



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

CITY OF MOUNTAIN IRON WEST TWO RIVERS CARETAKER AGREEMENT

WHEREAS, the City of Mountain Iron, St. Louis County, Minnesota, is the owner of the West Two Rivers Campground facility; and

WHEREAS, William P. Haapala wishes to contract with the City of Mountain Iron to operate the said campground;

NOW, THEREFORE, be it agreed, by and between the parties hereto as follows:

1. William P. Haapala agrees to manage said West Two Rivers Campground for the period of Wednesday, May 7th, 2014 through Tuesday, September 23rd, 2014.
2. The City of Mountain Iron agrees to pay William P. Haapala the sum of \$650.00 per week for operation of said facility for said **20-week period**. Said compensation shall be paid bi-weekly. **The manager agrees to staff the campground and/or office daily between the hours of 11:00 a.m. to 7:00 p.m., seven days per week** and respond to requests for information or service from campground users at other times of the day. If necessary, the manager must inform the City Administrator or designee of any changes in the schedule. If the manager is to be absent at any time, he must post this information on the Caretaker's Board outside of the building stating his departure and arrival.
3. William P. Haapala agrees to act as manager of the campground facility and to collect the fees for the campground and to transmit the same to the City of Mountain Iron on an as-needed basis, during office hours. The manager is to reside at the campground and must provide his own furnishings for the provided manager's quarters. The City of Mountain Iron will provide electrical service to this site.
4. William P. Haapala consents and agrees that the contractual duties of supervising the West Two Rivers Campground facility include, but are not limited to, those indicated on Exhibit "A" attached hereto and made a part of hereof.
5. William P. Haapala consents and agrees that services and duties of supervising the West Two Rivers Campground facility indicated on Exhibit "A" attached and other duties are required to be performed by him individually. William P. Haapala is prohibited from subcontracting and/or hiring out any of his responsibilities to any other individual or organization, without the express written consent of the City of Mountain Iron.
6. The City of Mountain Iron can terminate this contract at any time.

DATED this _____ day of _____, 2014

William P. Haapala - Signature & Date

Craig J. Wainio, City Administrator

2014
EXHIBIT "A"
WEST TWO RIVERS CAMPGROUND MAINTENANCE GUIDE

DAILY:

1. Clean bathrooms and fixtures, sweep and mop the control building.
2. Clean up camping areas and all other grounds.
3. Wipe off picnic tabletops at campsites and pavilions.
4. Pick-up litter on bench area, boat landings and fishing dock.
5. Collect fees as needed and turn in fees and receipts daily at the Mountain Iron City Hall.
6. Managers' residence and grounds must be kept clean and in order at all times.
7. Check bathrooms and shower stalls.
8. Perform daily inspections of all campsites each evening to ensure that payments have been made on all occupied sites and make appropriate arrangements for collection of unpaid fees.
9. Take reservations for campsites, and maintain camping and building rental records as required by the Owner.
10. Enforce campground rules and regulations, contact law enforcement when necessary.
11. Provide all campers with a copy of the campground rules and explain rules as necessary.
12. Maintain public information material as provided by the City at the campground office, answer questions and inquiries concerning the information and available services in and around Mountain Iron.
13. Inspect campground for safety-maintenance conditions and necessary repairs, and inform City personnel promptly if any repairs or other corrections are needed.
14. Clean, sweep and mop office, kitchen, dining room, pavilion, water fountain and concession buildings as needed, cleaning supplies to be furnished by Owner.

WEEKLY:

1. Cut the grass and do trimming of the campground.
2. Clean area around woodshed – rake all sticks, etc.
3. Wash windows and screens on all buildings as needed.
4. Pick up litter along County Road 761 (Campground Road) twice a week.
5. Clean/wash shower curtains.
6. Scrub out shower stalls. This includes walls and floors of shower stalls and bathrooms.

AS NEEDED:

1. Clear branches from campground area.
2. Clean and inventory storage area in control building.
3. Empty garbage cans.
4. Clean cabin after being used.
5. Perform duties as assigned by the Public Works Director as to the operation of the campground.
6. Notify portable toilet contractor of problems or additional servicing when required.

COUNCIL LETTER 040714-IVH1

UTILITY ADVISORY BOARD

LARGE TRASH LETTER

DATE: April 03, 2014

FROM: Utility Advisory Board

Mike Downs
Director of Public Works

Craig J. Wainio
City Administrator

The Utility Advisory Board is recommending approval of the large trash pickup scheduled for June 2, through June 13, 2014 in accordance with the enclosed flyer.

The participation fee will remain at \$10.00, the same as previous years.

CITY OF MOUNTAIN IRON

8586 ENTERPRISE DRIVE SOUTH MOUNTAIN IRON MN 55768 www.mtniron.com
CITY HALL 748-7570 PUBLIC UTILITIES EMERGENCY NUMBER 1-888-223-9883
OFFICE HOURS: 7:30 A.M. to 4:00 P.M. MONDAY- FRIDAY

MOUNTAIN IRON RESIDENTIAL GARBAGE CUSTOMERS

The City of Mountain Iron will be offering a large trash pickup starting Monday, June 2nd, 2014 through Friday, June 13th, 2014. **THE CITY WILL CHARGE A \$10.00 FEE PER CUSTOMER. THIS FEE IS TO BE PAID WHEN RETURNING THE ENCLOSED COMPLETED FORM. THERE WILL BE NO PICKUP OF ITEMS UNLESS THE FEE IS PAID PRIOR TO JUNE 2ND, 2014.** This service is intended for Mountain Iron residents only. **DO NOT ALLOW LARGE TRASH FROM OUTSIDE THE MOUNTAIN IRON AREA ON TO YOUR PROPERTY.** **NO** domestic garbage is allowed.

The following is the tentative schedule, which will be used for each area:

MONDAY, JUNE 2ND THROUGH FRIDAY, JUNE 6TH

**DOWN TOWN AREA/SOUTH GROVE/MUD LAKE ROAD
UNITY DRIVE/UNITY ADDITION/WOLF AREA/COUNTY ROAD 7
HIGHWAY 101/RURAL AREAS/KINROSS/SPIRIT LAKE AREA**

MONDAY, JUNE 9TH, THROUGH FRIDAY, JUNE 13TH

**PARKVILLE AREA /STONEY BROOK/LAMBERT ADDITION
WEST VIRGINIA/WESTGATE/ANN'S ACRES/SOUTHERN DRIVE AREA**

THESE ITEMS MUST BE CURBSIDE AND SEPARATED INTO INDIVIDUAL NEAT PILES AND READY FOR PICK-UP BY 7:00 A.M. ON THE FIRST DAY LISTED FOR EACH AREA.

The large trash pickup will be limited to the following items:

Auto/truck highway tires up to 18" (limited to four per household, no tractor tires), clothing, appliances, (refrigerators/freezers **must** have doors removed), scrap metals, household goods, furniture, old bikes, etc.

Any motors such as lawn mowers, weed eaters, etc. must be drained of oil and gas.

The following materials **will not** be picked up: **No Flammable containers including Propane Tanks.**

No Box Springs or Mattresses. No TV sets, computers, computer parts or microwave ovens.

No Demolition Material (old buildings, boards, cement blocks, etc.).

The City/Director of Public Works reserves the right to limit the number of items being picked up.

Yard Waste - must be brought to the site on Mineral Avenue between the City Garage and South Grove. You must come to City Hall and sign out a remote to enter the site. Bring Hazardous Waste Material (filled paint cans, etc.) to the St. Louis County Solid Waste Dept.

To receive the large trash pickup, the form below **MUST BE SIGNED AND RETURNED ALONG WITH THE FEE** to the City Hall or placed in a drop box located at the American Bank, Mtn. Iron Short Stop, Senior Center or in front of the City Hall by **JUNE 2ND, 2014.** Customers **must** be current on their utility bill to be eligible for the large trash pickup. **ONE FORM PER CUSTOMER. EACH CUSTOMER WILL BE PICKED UP ONE TIME ONLY.** **No Refund of Application Fee.**

Name & Address (if different than label on reverse side): _____

I understand that any remaining trash is the homeowner's responsibility to promptly remove and dispose of properly.
I understand that **NO** flammable containers, household garbage or recyclable materials will be accepted in this trash pickup.
I HAVE NOT ALLOWED large trash from outside the Mountain Iron garbage service area to be deposited on my property for pickup.

SIGNATURE _____

BRIEF DESCRIPTION OF ITEMS TO BE PICKED UP:

CITY USE/2014: DRIVER'S INITIALS

DATE PICKUP COMPLETE _____

REASON TRASH WAS LEFT _____

\$10.00 FEE PAID _____

COUNCIL LETTER 040714-IVH2

UTILITY ADVISORY BOARD

REFUSE RATES

DATE: April 03, 2014

FROM: Utility Advisory Board

Mike Downs
Director of Public Works

Craig J. Wainio
City Administrator

The Utility Advisory Board is recommending approval of new refuse rates, due to the fund operating at a deficit for several years, an increase in the tipping fees by St. Louis County and expected costs of equipment replacement. The fees would be increased by 8% on the tipping portion of the fees and \$2.50 per month on the collection portion of the fees for all size cans. The state of Minnesota requires enterprise funds to operate without a deficit and the City's auditors have recommended that action be taken to correct the status of the fund.

Current Fees									
Residential	Can Size	County Solid Waste Fee	Chge.	Tipping Fee	Chge.	Collection Fee	Sales Tax	Total	Revenue from Coll & Tipping
8% increase Residential	30	5.00		0.48		10.00	1.02	16.50	54076.80
	60	5.00		4.66		10.00	1.43	21.09	67729.20
	90	5.00		9.46		10.00	1.90	26.36	58613.52
Commercial	300	5.00		32.50		10.00	7.23	54.73	126990.00
	300	7.50		32.50		10.00	7.23	57.23	
	300	10.00		32.50		10.00	7.23	59.73	
8% increase Residential	300	12.50		32.50		10.00	7.23	62.23	
	300	15.00		32.50		10.00	7.23	64.73	
									307409.52
8% increase Commercial	300	5.00		35.10		10.00	7.67	57.77	134758.80
	300	7.50		35.10		10.00	7.67	60.27	
	300	10.00		35.10		10.00	7.67	62.77	
8% increase Residential	300	12.50		35.10		10.00	7.67	65.27	
	300	15.00		35.10		10.00	7.67	67.77	
									319383.24
\$2.50 increase Residential	30	5.00	0.04	0.52	2.50	12.50	1.27	19.29	67183.20
	60	5.00	0.37	5.03	2.50	12.50	1.71	24.24	80988.60
	90	5.00	0.76	10.22	2.50	12.50	2.22	29.94	68432.64
Commercial	300	5.00	2.60	35.10	2.50	12.50	8.09	60.69	142228.80
	300	7.50	2.60	35.10	2.50	12.50	8.09	63.19	
	300	10.00	2.60	35.10	2.50	12.50	8.09	65.69	
Commercial	300	12.50	2.60	35.10	2.50	12.50	8.09	68.19	
	300	15.00	2.60	35.10	2.50	12.50	8.09	70.69	
									358835.24

Additional Revenues Needed:	
Projected Fund Deficit	36822.85
County Increase in Tipping Fee	4418.72
Truck Replacement	190930.56
Can Replacements	?
Recycling Trailer Replacement	?
Total	232172.13
Alternatives:	
8% Tipping Fee increase only	11973.72
8% Tipping Fee increase and \$2.50 Collection Fee increase	51423.72

COUNCIL LETTER 040714-VA

CITY COUNCIL

FIRE DEPARTMENT OFFICERS

DATE: April 03, 2014

FROM: City Council

Craig J. Wainio
City Administrator

Based on the last Committee-of-the-Whole meeting the following compensation for Fire Department Officers is being recommended for approval:

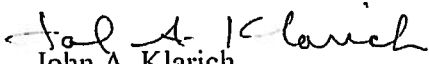
- Fire Chief/EMS Director - \$450
- Assistant Fire Chief - \$250
- Assistant EMS Director - \$250
- Secretary - \$150
- Wild Land Officer - \$125
- Truck Inspector Officer - \$125
- Safety Officer - \$75

April 2, 2014

Dear Mt. Iron City Council:

Jimmy Scraggs LLC (Hyde Away Bar) is requesting permission to use their on-sale liquor license to provide alcoholic beverages at no cost to the guests at the Kostich/Aylesworth wedding at the Mt. Iron Community Center on Saturday, May 17, 2014 within city guidelines.

Sincerely,


John A. Klarich
Chief Executive Officer



Saint Louis County

8586 Enterprise Dr. S., Mountain Iron, MN 55768
(218) 748-7574

Sheriff Ross Litman

March 25, 2014

Honorable Mayor and Council,

On February 25, 2014, at about 3:00am, Deputy Hirsch discovered patrons remaining in the Sawmill Saloon after closing time as set by ordinance. After knocking on the door, the bartender led the persons into another area of the establishment where they could not be observed. Deputy Hirsch was denied access to the bar to investigate in violation of State Law. The owner/operator, Alissa Sundberg, was contacted and responded to the bar and gave the deputies access.

The infraction was not one of serving alcohol after hours, but removing patrons from the bar within the time stipulated in ordinance. A lesser offense than continuing service after closing hours, it is more likely a verbal reprimand would have been given and the owner notified of the infraction than a citation written. However, when the employee evaded inspection, the infractions became more significant. As a result, the bartender was received a citation.

The last violation for which the Sawmill Saloon was cited was in April of 2011. At that time I cited them for serving after closing time. Since that time the establishment owner, Ms. Sundberg, has provided yearly training sessions, established an internal policy handbook for employees, and established a program for employee infractions and incentives.

Following this incident Ms. Sundberg has met with the employee and suspended her without pay for two weeks. She has scheduled one-on-one coaching sessions for each of her employees whom serve. She met with me on her own volition to sort out the incident and solicit suggestions to further ensure compliance. Frankly, other than her personal presence for each closing, I believe she is doing all that could be done.

Although she was two months short of the achieving the mitigation provided in the ordinance 3 years without an infraction, I believe benefits of her self-initiated programs during the interim more than out-weigh those 60 days. Should the counsel see fit, I am supportive of the minimum penalty being issued as set forth in the ordinance for the first violation in 3 years, \$500.

Sincerely,

A handwritten signature in black ink that reads "J M Backman / 5196". The signature is written in a cursive style.

Sgt. John M. Backman

Alissa Sundberg
5478 Mountain Iron Drive
Virginia, MN
March 19, 2014

Sgt. John Backman
St Louis Co Sheriffs Office
Mountain Iron Office
8586 Enterprise Drive
Mountain Iron, MN 55768

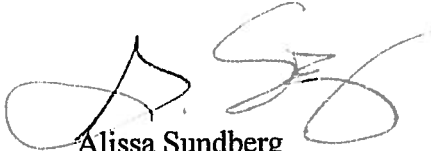
Dear Sgt. Backman:

I apologize about the incident that occurred on February 26, 2014. Please know that I work extremely hard in training the employees of the Sawmill Saloon & Restaurant. We have our 6th annual Minnesota Licensed Beverage Association "Serve Safe" meeting scheduled April 29, 2014.

Since the incident, I met with Tonya French. I gave her a two week unpaid suspension. I have included a copy of this employee corrective action form. Tonya wrote a letter to the staff explaining the gross errors that she made on her shift. I then scheduled an individual one on one meeting with the entire Front of House staff; these meetings began March 10th and will conclude March 21st. During these meetings the staff was examined on proper carding procedures, allowed serving times and nightly processes. It was made absolutely clear what the law is and what future expectations are to ensure that we are 100% compliant. I feel confident that my message was strong and well received. It will be followed from this point forward.

Again, I sincerely apologize and I appreciate your willingness to work with the Sawmill Saloon & Restaurant staff and myself.

Sincerely,



Alissa Sundberg
Owner

COMMUNICATIONS
APRIL 7, 2014

1. Mediacom, notification letter on upcoming changes to their channel lineup.
2. Iron Range Youth In Action and Partners, a thank you letter for the donation to the 2014 Make a Difference Conference.



*Theresa Sunde
Government Relations Supervisor*

Via Certified Mail

March 27, 2014

Dear Mountain Iron Community Official,

Pursuant to FCC regulations governing cable television, we are informing you that effective on or around April 29th, Mediacom Communications will be making changes to our channel lineup.

Enclosed is the customer notification letter sent to our current Mediacom video subscribers. Questions regarding this letter can be directed to my email at tsunde@mediacomcc.com.

Cordially,

A handwritten signature in black ink that reads "Theresa Sunde". The signature is fluid and cursive.

Theresa Sunde

Eveleth Head End

**Mediacom Communications Corporation
1504 2nd Street SE • Waseca, MN 56093**



IMPORTANT INFORMATION ABOUT YOUR CABLE SERVICE

Dear Valued Customer,

In order to allow for future improvements to your Boundary Free TV Cable Service, Mediacom will be making changes to your channel line-up, on or around April 29, 2014. For your convenience, you can find all of the channel changes outlined below.

As part of this change, Mediacom will convert HSN, C-SPAN, C-SPAN2, TBN and EWTN from their current analog format to a digital only format. These digital channels will be included with your Local Plus TV (a.k.a. Broadcast Basic) service. However, you will need a Mediacom Digital Converter connected to your television or a Digital Ready TV with a digital tuner to receive these channels.

If you are interested in a Digital Converter or have any questions, please call 866-609-6180 or visit your local Mediacom offices in Virginia at 106 Chestnut Street.

Channel	Old Channel	New Channel	New Digital Ready-TV Channel	Service Level
CBMT Montreal	4	21	-	Local Plus TV
C-SPAN	16	95	85-3	Local Plus TV
C-SPAN 2*	21	87	85-21	Local Plus TV
KDLH-DT2 (CW 2) Duluth	28	4	-	Local Plus TV
Travel Channel	42	65	-	Family TV
E!	51	71	-	Family TV
Comedy Central	52	67	-	Family TV
MTV	53	68	-	Family TV
VH1	54	69	-	Family TV
CMT	55	70	-	Family TV
Spike	56	66	-	Family TV
EWTN*	59	94	85-17	Local Plus TV
HSN*	66	14	85-23	Local Plus TV
TBN*	67	92	85-5	Local Plus TV
Fox News	70	62	-	Family TV
Inspiration Network*	<i>NEW!</i>	93	85-15	Local Plus TV
WE	74	59	-	Family TV
Fox Sports 1	77	28	-	Family TV
C-SPAN 3*	<i>NEW!</i>	88	-	Local Plus TV
3ABN*	<i>NEW!</i>	90	-	Local Plus TV
The Church Channel*	<i>NEW!</i>	91	-	Local Plus TV

* A Digital Ready Television or Mediacom Digital Converter will be required to receive these channels. The digital cable-ready TV line-up may vary based on television manufacturer.

If your television is not connected to a Mediacom Digital Converter, be sure to "auto program" or "channel rescan" your TV after the channel line-up changes have taken place. This is required in order to receive all the channel changes.

Mediacom will no longer offer the Digital Plus tier. Current Digital Plus customers will continue to receive this content at the current monthly rate.

Beginning on or around April 29, 2014, current and new Mediacom customers may subscribe to any or all of the following new digital tiers. See below for current and **NEW** channels included in these tiers!

Digital Tier Name	Monthly Rate
Sports and Information	\$7.95
Kids and Variety	\$7.95
Movies and Music	\$7.95
Any 2 Digital Pak options	\$13.95
All 3 Digital Pak options	\$17.95

Requires a subscription to Family TV, Digital Converter and Digital Gateway. Rates shown above do not include franchise fees, copyright fees, taxes, and/or associated surcharges. Rates are subject to change.

Channel	Channel #
Sports & Information Digital Pak	
ESPN Classic	169
NBC Sports Network	170
CBS Sports Network	NEW! 171
Fox College Sports Atlantict†	NEW! 172
Fox College Sports Central†	NEW! 173
Fox College Sports Pacific†	NEW! 174
Go!TV	NEW! 175
Sportsman Channel	177
ESPNU†	NEW! 178
FOX Sports 2†	NEW! 179
NFL Network	186
Golf Channel	211
FXX	212
Outdoor Channel	213
ESPNEWS	231
Fusion†	NEW! 238
FOX Business Network†	NEW! 248
Bloomberg	256
CCTV-9†	NEW! 270
TVG	271
ESPNU HD†‡	NEW! 828

Channel	Channel #
Kids & Variety Digital Pak	
Sprout	197
Boomerang†	NEW! 198
qubo†	NEW! 199
The Hub	201
Science	202
OWN	203
Destination America	204
Investigation Discovery	205
American Heroes Channel	206
Discovery Fit & Health	207
National Geographic	208
Pivot	217
BBC America	218
Nat Geo Wild†	NEW! 222
Nick Jr.	230
TeenNick	231
Nicktoons Network	232
RFD-TV	239
ION Life†	NEW! 244
Bio	250
H2	251
Smithsonian Channel	NEW! 289
TVGN	291
Crime & Investigation Network	NEW! 293
Military History	NEW! 295

†These channels are also new additions to the existing Digital Plus tier.

‡Requires an HDTV and a Mediacom HD converter.

-Continued on next page-

Channel	Channel #
Movies & Music Digital Pak	
Esquire Network	214
IFC	219
Lifetime Movie Network	220
FX Movie Channel	221
ReelzChannel†	NEW! 223
MTV2	240
MTV Hits	241
VH1 Classic	243
Centric	253
fuse	254
cloo	255
CMT Pure Country	262
VH1 Soul	264
Ovation	266
Lifetime Real Women†	NEW! 268
Hallmark Movie Channel	NEW! 292
Chiller	298

†These channels are also new additions to the existing Digital Plus tier.

All of us at Mediacom appreciate your business and look forward to providing you these exciting new services. If you have any questions about these changes, please contact us at 1-866-609-6180.

Sincerely,

Zachary Raskovich

Zachary Raskovich
 Sr. Manager, Area Operations
 Mediacom Communications Corporation

Board
Chair, Commissioner Keith Nelson
Sixth District

Vice-Chair, Gary Skalko
Mayor of Mt. Iron

Treasurer, Chet Larson
ISD #2142 - St. Louis County Schools

Commissioner Mike Forsman
Fourth District

Commissioner Steve Rankar
Seventh District

Heidi Omerza
Ely City Council

Mona Putzel
ISD # 2154- Eveleth-Gilbert

Walt Hautala
ISD #2711 - Mesabi East

Leanne Johnson
ISD #695 - Chisholm

Jeff Polcher
ISD #701 - Hibbing

Kim Stokes-Cerkvenik
ISD #706 - Virginia

Bernice Norregaard
Mayor of Babbitt

Mike Jugovich
Mayor of Chisholm

Chris Vree
Hoyt Lakes City Council

Nevada Littlewolf
Virginia City Council

Ray Marsnik
ISD #696 - Ely

Scott Smolich
Aurora City Council

Larry Sokoloski
ISD #712 - Mt. Iron-Buhl

Beth Peterson
Eveleth City Council

Mike Skenzich
Mayor of Gilbert

Biwabik Township
City of Cook
City of Hibbing
City of Tower

Advisory
Char Meinzer
St. Louis County Attorney's Office
Mary Lou Feroni
St. Louis County PHHS - Retired

Bryan Hill
Gen W Chair

Project Staff

Taryn Burnett
Coordinator
Tyler Erickson
Coordinator
Shelly Jammick
Support Staff

PARTNERS/IRYA
SLC Extension Service
Northland Office Center
307 1st Street South #105
Virginia, MN 55792
Phone (218) 749-7114
or (218) 742-9598
Fax (218) 749-0698



MAKE A
DIFFERENCE
CONFERENCE 2014
Thank You!



March 2014

**On behalf of Iron Range Youth In Action and PARTNERS,
thank you so much for
your generous contribution for the
2014 Make a Difference Conference
held February 10th at Fortune Bay Resort.**

Over 400 youth from 11 area high schools participated in this year's event. This conference was planned and run by youth for youth. The breakout sessions, aimed at addressing issues that affect area youth today, included: *True Colors (Exploring Different Personalities); The Game of Life (Financial Advice); Getting Schooled on Getting into College (College Admission); Rethink Your Drink (Beverage Comparison); Stressed Out? (Dealing with Stress); How to Save a Life (Bullying & Suicide Prevention); College Survival 101 (Surviving Freshman Year of College)*. Entertainment was provided by Iron Range youth.

Craig Hillier, our Keynote speaker, spoke on positive choices in his program, "Breakthrough". His approach is upbeat and fun as he shares ideas that can send them or keep them going in a positive direction.

Steve Meade, our second Keynote speaker is one of the country's top performing hypnotists and a powerful Hypnotherapist. Steve took the youth on a "Virtual Realty Tour" on how self-hypnosis can help them achieve their goals.

The goal after this conference is for youth that attended to take something they learned from the conference and develop a project that will benefit their community. One mission of Iron Range Youth in Action is to connect youth with area politicians to promote youth leadership. We want them to know that they can make a difference in their communities and in their lives.

So, thank you again for your sponsorship to help make this event possible. If you have any questions about the Conference, the IRYA organization, or any of our projects or activities, please feel free to contact Taryn at (218) 966-9061 or Tyler at (320) 808-6731 or visit our website at www.iry-a.org.

Taryn Burnett/Tyler Erickson, IRYA Coordinators and the PARTNERS Board

Enclosed is a copy of our March-April 2014 issue of Generation W which features several articles on the Conference (pages B4 & B5) and also a thank you to our Conference sponsors (page B8.)

Every aspect of Generation W is run by local Iron Range students, ranging in age from 14-19. "Generation W" goes out as an insert in the Mesabi Daily News, the Hibbing Daily Tribune, the Chisholm Tribune, and the Ely, Cook, and Tower Timberjays, and the Grand Rapids Herald Review to over 80,000 subscribers every other month. An additional 4,000 issues are run off and distributed to 25 area high schools and 10 colleges. Visiting our "Generation W" website, www.gen-w.com, offers readers a glimpse of our current newspaper issues without access to the full issue.

Without great sponsors like the City of Mesabi Iron, the conference could not be the huge success that it has become. Thank you for your commitment to the youth of the Iron Range!



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 - PROPERTY OWNERS IN THE CITY OF MOUNTAIN IRON

IMPORTANT NOTICE REGARDING ASSESSMENT & CLASSIFICATION OF PROPERTY

This may affect your 2015 property tax payments

Notice is hereby given that the Local Board of Appeal & Equalization
for the City of Mountain Iron in St. Louis County, Minnesota
shall meet at the

Mountain Iron Community Center
Mountain Iron Room

8586 Enterprise Drive South, Mountain Iron MN 55768

on

Tuesday, April 22, 2014 from 6:30-7:30 p.m.

The purpose of this meeting is to determine whether taxable property in the City of Mountain Iron has been properly valued and classified by the assessor, and to determine whether corrections need to be made.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you are still not satisfied with the valuation or classification after discussing it with your assessor, you may appear before the local board of appeal and equalization. The board shall review the valuation, classification, or both if necessary, and shall correct it as needed. Generally, an appearance before your local board of appeal and equalization is required by law before an appeal can be taken to the county board of appeal and equalization.

Craig J. Wainio
Clerk of Mountain Iron

www.mtniron.com

March 26, 2014