

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, MAY 2, 2011 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the April 18, 2011, Regular Meeting (#1-18)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications (#49-54)
- III. Public Forum
- IV. Committee and Staff Reports
  - A. Mayor's Report
    - 1. Iron Range Veterans Memorial Donation (#19)
  - B. City Administrator's Report
  - C. Director of Public Work's Report
  - D. Sheriff's Department Report
  - E. City Engineer's Report
  - F. Personnel Committee
    - 1. MMUA Onsite/On Demand Training Program (#20)
    - 2. Assistant Librarian Appointment (#21)
  - G. Planning and Zoning Commission
    - 1. Conditional Use Permit – Len Roskoski Property (#22-27)
  - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
  - A. Resolution Number 08-11 Accepting Report and Ordering a Hearing (#28-44)
  - B. Library Tree Removal (#45-48)
- VII. Communications (#49-54)
- VIII. Announcements
  - A. Reconvene Board of Review Meeting – Thursday, May 5, 2011 at 6:00 p.m.
- IX. Adjourn

# Page Number in Packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
APRIL 18, 2011

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Susan Tuomela, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Anderson, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; and Rod Flannigan, City Engineer.

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

1. Approve the minutes of the April 4, 2011, 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 April 1-15, 2011, totaling \$171,793.83, (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period April 1-15, 2011, totaling \$496,922.13, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

The Mayor commented on the following items:

- Recognition. Councilor Prebeg recognized Chelsey Trucano for winning and setting a new State and American record in the Women's Junior 165 Pound Division with a lift of 198 pounds and Blake Johnson for setting a new record in the Teen 148 pound division with a lift of 253 pounds, at the USA Power Lifting Championship.

The Administrator commented on the following:

- Federal Grant Award. He advised the Council that the City was awarded a federal grant of \$275,000 for the bicycle/pedestrian connection between the Mountain Iron High School and South Grove. The project will be completed in 2015. He said that the City's contribution to this project would be ten percent.
- Agenda Items. Councilor Roskoski requested that when the City agenda is being prepared that the item titles be expanded for posting on the Public Television access.

It was moved by Prebeg and seconded by Tuomela to authorize payment request number one for the Wastewater Treatment Facility, Aeration System Improvements, in the amount of \$136,213.81 to Magney Construction Incorporated. The motion carried on the following roll call vote: Zupancich, yes; Tuomela, yes; Roskoski, no; Prebeg, yes; and Skalko, yes.

It was moved by Roskoski and seconded by Tuomela to accept the recommendation of the Fire Department and appoint Danny Zupancich to serve as a Mountain Iron Frist Responder pending any background checks that are required to be completed. The motion carried with Zupancich abstaining.

It was moved by Prebeg to approve the Mountain Iron Fire Department to continue to work on the Agreement for the Automatic Mutual Aid Agreement with the Virginia Fire Department. After further discussion, Councilor Prebeg withdrew his motion.

It was moved by Prebeg and seconded by Zupancich to direct the Public Safety and Health Board to review the Automatic Mutual Aid Agreement with the Virginia Fire Department and make a recommendation to the Council. The motion carried.

It was moved by Zupancich and seconded by Tuomela to accept the recommendation of the Streets and Alleys Committee and call for quotes for crack sealing in the amount of \$25,000. The motion carried.

It was moved by Prebeg and seconded by Tuomela to adopt the building rental policy as submitted, (a copy is attached and made a part of these minutes). It was moved by Roskoski to amend the motion to allow the City to waive fees for local Mountain Iron specific youth related activities at the Community Center or other public facilities under control of the City; then the City would supplement the building maintenance budget by transferring from the Charitable Gambling Account, when needed. **The amendment to the motion failed** for lack of a second. The motion carried with Roskoski voting no.

It was moved by Zupancich and seconded by Prebeg to adopt Resolution Number 06-11, ordering the preparation of report on improvement, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Tuomela to adopt Resolution Number 07-11, business development infrastructure application, (a copy is attached and made a part of these minutes). The motion carried with Roskoski voting no.

The Council reviewed the communication received from the United States Army Corps of Engineers regarding a public notice for U. S. Steel Corporation to discharge fill material into approximately 75.8 acres of wetlands in Mountain Iron.

The Mayor announced that the Board of Review meeting would be held on Tuesday, April 26, 2011, beginning at 6:30 p.m.

At 7:14 p.m., it was moved by Skalko and seconded by Roskoski that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC  
Municipal Services Secretary

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

#### COMMUNICATIONS

1. U. S. Army Corps of Engineers, a public notice for U. S. Steel Corporation to discharge fill material into approximately 75.8 acres of wetlands in Mountain Iron.

## Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	131,498.73
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	46.18
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	304.89
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,200.00
METER DEPOSITS	ELECTRIC	1,350.00
FINES	PARKING VIOLATIONS	45.00
BUILDING RENTALS	COMMUNITY CENTER	550.00
TAXES	TAX LEVY	8,789.00
LICENSES	ANIMAL	20.00
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	70.00
CAMPGROUND RECEIPTS	FEES	435.00
FINES	CRIMINAL	829.61
SALE OF PROPERTY	SALE OF PROPERTY	25,090.16
CD INTEREST	CD INTEREST 101	322.87
BUILDING RENTALS	SENIOR CENTER	100.00
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	445.60
MISCELLANEOUS	BAD DEBT-ELECTRIC	33.92
MISCELLANEOUS	BAD DEBT-SEWER	10.45
PERMITS	BUILDING	5.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	93.90
MISCELLANEOUS	REIMBURSEMENTS	250.00
CD INTEREST	CD INTEREST 378	220.14
CD INTEREST	CD INTEREST 603	73.38
MISCELLANEOUS	ASSESSMENT SEARCHES	10.00
Summary Totals:		<u>171,793.83</u>

Check Issue Date(s): 04/09/2011 - 04/19/2011

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/11	04/14/2011	140794	30032	VOID - COURT ADMIN.-CONCILIATION	604-20200	120.00 -M
04/11	04/15/2011	140825	130011	MOUNTAIN IRON POSTMASTER	604-20200	360.65
04/11	04/19/2011	140826	10056	A T & T MOBILITY	601-20200	1,571.25
04/11	04/19/2011	140827	10008	AIRGAS NORTH CENTRAL	604-20200	159.03
04/11	04/19/2011	140828	4047	ALAN STANAWAY	101-20200	100.00
04/11	04/19/2011	140829	130017	AMERICAN BANK	101-20200	113.00
04/11	04/19/2011	140830	10009	ARCHITECTURAL RESOURCES	301-20200	2,155.00
04/11	04/19/2011	140831	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	71.00
04/11	04/19/2011	140832	4007	BETTY EVJEN	604-20200	288.78
04/11	04/19/2011	140833	4006	BLUE SKY CHARTER SCHOOL	101-20200	200.00
04/11	04/19/2011	140834	404	CARE PARTNERS	101-20200	200.00
04/11	04/19/2011	140835	4008	CHRISTIAN GARDEN	604-20200	278.15
04/11	04/19/2011	140836	220003	CITY OF VIRGINIA	101-20200	60.89
04/11	04/19/2011	140837	30032	COURT ADMIN.-CONCILIATION	604-20200	80.00
04/11	04/19/2011	140838	40030	DULUTH CLINIC	604-20200	75.00
04/11	04/19/2011	140839	40027	DULUTH/SUPERIOR COMMUNICATION:	101-20200	125.30
04/11	04/19/2011	140840	4004	DYNAMIC DIRECT TRAINING	101-20200	200.00
04/11	04/19/2011	140841	500012	ERA LABORATORIES INC	601-20200	498.50
04/11	04/19/2011	140842	60038	FLEET SERVICES	101-20200	6,423.06
04/11	04/19/2011	140843	70040	G & S SUPPLY	101-20200	104.91
04/11	04/19/2011	140844	80017	HENRY'S WATERWORKS INC	601-20200	504.92
04/11	04/19/2011	140845	80037	HOMETOWN FOCUS	101-20200	92.63
04/11	04/19/2011	140846	90010	INTERNATIONAL INSTITUTE OF	101-20200	135.00
04/11	04/19/2011	140847	5077	IRON RANGE EARTH FEST	101-20200	200.00
04/11	04/19/2011	140848	110026	KNIFE LAKE CONCRETE INC	301-20200	648.50
04/11	04/19/2011	140849		Information Only Check	101-20200	.00 V
04/11	04/19/2011	140850	120006	L & M SUPPLY	604-20200	3,431.41
04/11	04/19/2011	140851	120032	LAKE COUNTRY POWER	101-20200	211.34
04/11	04/19/2011	140852	120050	LEVY TREE CARE	101-20200	569.36
04/11	04/19/2011	140853	130144	MAGNEY CONSTRUCTION INC	602-20200	136,213.81
04/11	04/19/2011	140854	130004	MESABI DAILY NEWS	101-20200	15.00
04/11	04/19/2011	140855	130093	MESABI RANGE COMMUNITY	101-20200	314.00
04/11	04/19/2011	140856	140026	MINNESOTA ENERGY RESOURCES	101-20200	4,729.09
04/11	04/19/2011	140857	130009	MINNESOTA POWER (ALLETE INC)	604-20200	91,860.60
04/11	04/19/2011	140858	130010	MINNESOTA UC FUND	101-20200	2,934.34
04/11	04/19/2011	140859	130163	MN RURAL ELECTRIC ASSOCIATION	604-20200	25.00
04/11	04/19/2011	140860	130015	MOUNTAIN IRON PUBLIC UTILITIES	603-20200	18,272.84
04/11	04/19/2011	140861	140048	NORTH COUNTRY HEATING	101-20200	310.00
04/11	04/19/2011	140862	170005	QUALITY FLOW SYSTEMS INC	602-20200	7,253.44
04/11	04/19/2011	140863	170001	QWEST	101-20200	357.70
04/11	04/19/2011	140864	4005	REBECCA MARIUCCI	101-20200	200.00
04/11	04/19/2011	140865	180045	RESERVE ACCOUNT	604-20200	1,000.00
04/11	04/19/2011	140866	180053	RUSSO CONSULTING	101-20200	100.00
04/11	04/19/2011	140867	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	39,500.00
04/11	04/19/2011	140868	1152	ST LOUIS COUNTY PHHS	604-20200	112.02
04/11	04/19/2011	140869	190054	ST LUKES CLINICS	101-20200	237.30
04/11	04/19/2011	140870	4003	STEVEN NELIMARK	101-20200	200.00
04/11	04/19/2011	140871	4044	SUMMER WORK OUTREACH PROGRAI	101-20200	200.00
04/11	04/19/2011	140872	200036	TRITEC OF MINNESOTA INC	101-20200	211.45
04/11	04/19/2011	140873	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	46,309.89
04/11	04/19/2011	140874	220020	VISA OR AMERICAN BANK CC PMT	101-20200	14,105.48
04/11	04/19/2011	140875	220013	VOL. FIREFIGHTERS' BENEFIT	101-20200	115.00
04/11	04/19/2011	140876	230005	WESCO DISTRIBUTION INC	604-20200	1,290.10
04/11	04/19/2011	140877	230028	WISCONSIN ENERGY CONSERVATION	604-20200	337.50

Check Issue Date(s): 04/09/2011 - 04/19/2011

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
Totals:						<u>384,942.24</u>
				Payroll-PP Ending 4/15/2011		98,254.08
				Electronic Trans-Sales Tax		<u>13,725.81</u>
				TOTAL EXPENDITURES		<u>\$496,922.13</u>

# POLICY ESTABLISHING GUIDELINES, FEE SCHEDULES, SECURITY DEPOSIT & BUILDING USAGE PARAMETERS FOR CITY OF MOUNTAIN IRON BUILDING RENTALS

## **PURPOSE**

The Mountain Iron Community Center, Senior Center, Library Club Room and Nichols Town Hall (hereafter referred to as City of Mountain Iron Rental Buildings) were all designed, constructed and financed principally with public funds to serve as multi-purpose activity centers for the general public. Since public funds made these facilities possible, the public is encouraged to use the City of Mountain Iron Rental Buildings. The following guidelines are official City Policy designed to promote orderly and harmonious use of these public facilities.

## **USAGE**

The City of Mountain Iron Rental Buildings are available for public meeting purposes such as, but not limited to, municipally orientated groups such as City Councils, Boards/Commissions, Council sponsored committee/focus groups, or other municipal related activities. The City of Mountain Iron City Council, Boards and Commissions and City Events shall have first priority in using the City of Mountain Iron Rental Buildings. The City of Mountain Iron Rental Buildings will also be available for other public and private meetings across the broad spectrum of activities including but not inclusive of, religious, service, social, fraternal, or other non-profit organizations whose membership provide service and support to the community at large. Additionally, the City of Mountain Iron Rental Buildings will be available for private parties, weddings, reunions, chamber business meetings, and certain other non-profit enterprises like benefits, banquets, fund raisers, sports shows, home shows, festivals, dances, etc. providing these functions do not interfere with City business. NO rummage sales, flea markets, "used goods" or "second hand" sales are allowed at the Community Center, Senior Center or Library Club Room. NO sub-contracting of any rented area of the building or renting space FOR PROFIT is allowed. NO Wholesale or Retail Enterprises or "Home-Based" Businesses are allowed to use the buildings for profit. The Nichols Town Hall is the only City building allowing sales for personal profit. Applicants are allowed to use the Nichols Town Hall only once during the year for profit. Use of the lobby area in the Community Center must be approved by City Staff and should be limited so as not to disturb City operations during business hours. Inquire at the City Desk for specific details.

## **AVAILABILITY**

The City of Mountain Iron Rental Buildings has been constructed to be multi use. Portions of, or the entire facility are generally available Sunday through Saturday from 7:30 a.m. until 12:00 a.m. Cleanup is allowed until 1:00 a.m. Reservations may be made up to 18 months in advance of the event.

## **RULES AND REGULATIONS**

Any group or organization using the City of Mountain Iron Rental Buildings for the purpose of convening a public meeting must conform to the Open Meeting Law requirements pursuant to State of Minnesota Statutes. No group or individual(s) shall be discriminated against with respect to use of City of Mountain Iron Rental Buildings because of race, color, religion, sex, national origin, physical condition, or age; providing however, that in some cases residents of the City of Mountain Iron shall be given preference. The City of Mountain Iron reserves the right to refuse rental to any person or group. The facilities are available to any individual age 21 or older at the time of the application.

**The City of Mountain Iron does not waive building use fees or deposits.**

The City of Mountain Iron assumes no liability for loss, theft, damage, injury or illness incurred by the users of the City of Mountain Iron Rental Buildings. Pursuant to the Minnesota Clean Indoor Air Act smoking is prohibited in any City of Mountain Iron building.

While use of decorations is allowed, use of tacks, nails, or staples for hanging any decoration **IS NOT** allowed on any wall, painted or stained surface. **Masking tape is the only acceptable means of securing decorations.** Use of "scotch tape" is prohibited, along with other sticky substances that would mar or mark the painted or stained surfaces. Decorations of any kind are prohibited from hanging from the ceiling or lights of the facility.



## ***RULES AND REGULATIONS continued***

The **applicant is responsible** for providing access and scheduling to decorators, caterers, musicians, or delivery people into the building. During business hours the applicant must inform these people of the building use policy. The City of Mountain Iron accepts no liability for allowing access to the building during or after business hours.

Candles must be contained in a drip-proof holder so the wax will not be able to fall onto the tables, chairs or floor.

The use of ladders, lifts or aerial devices of any kind is prohibited inside or outside of City buildings.

The City of Mountain Iron will not be responsible for any losses/problems due to electrical or mechanical equipment failure or power outages that may occur when the building is rented.

Any individual, group or organization shall utilize City dispensed cleaning supplies and be responsible for cleanup and closure activities for the portions of the building rented.

**Applicants of the Community Center are to provide a diagram and discuss set-up requirements with city building maintenance personnel at least one week prior to the event.** The other City rental buildings have standard set-ups that can be changed by the applicant, but must be returned to the standard position after use. All applicants using the Community Center kitchen must meet with the City building maintenance person prior to kitchen use.

The City requires that City Staff perform the set-up and take down of tables and chairs at the Community Center. The City will return them to the storage area.

Outside entrance doors **MUST BE KEPT CLOSED** to ensure proper operation of the heating /cooling systems. Failure to do so will result in forfeiture of your deposit.

Interior doors to the rental rooms are required to remain closed by Fire Code.

Loading and unloading is to be done at the Main Entrance only. Caterer's may use the kitchen entrance but cannot leave the door open. The Sheriff's entrance is for law enforcement business only.

The kitchen area must be cleaned thoroughly. Hot water, soap and cloths are provided to do a proper job. Clean sinks, stoves, refrigerators and counter tops. Remove all personal items, including leftovers, before leaving. The City accepts no liability for anything remaining in the building beyond the rental period. Any leftover food items will be immediately disposed.

Sweeping of floor areas is required. Mopping is not required and will be done by the City Staff.

Wash, with the provided cleaning solution, all tables and clean all chairs. Soiled or damaged chairs will be cleaned or replaced at applicant's expense.

Wash and store all dishes, cups, silverware and cooking equipment in their appropriate place.

Remove all decorations and empty all trash receptacles in the black dumpsters located outside, near the building. All decorations, including contractor items such as band or music items, must be removed when you leave the building.

Driving on the patio, lawn or non-paved areas around the Community Center is strictly prohibited.

Use of building equipment (chairs, tables, etc.) off of City property is strictly prohibited. NO tables or chairs are allowed outside of the building such as on the patio.

Windows should remain closed at all times.

## ***RULES AND REGULATIONS continued***

Turn off all lights, ovens, stoves, etc. **MAKE SURE TO LOCK ALL THE BUILDING DOORS.**

The entrance key must be returned, within 24 hours following the event, to the City Desk located at the Mountain Iron City Hall during normal business hours, Monday – Friday from 7:30 a.m. to 4:00 p.m., or keys may be placed in the City’s utility bill payment boxes that are located outside the building entrance.

Report, repair, replace and document any damage of facilities or loss of equipment within 24 hours of activity.

A complete inspection of the City of Mountain Iron Rental Buildings will be done the next day or as soon as possible after the event. Any missing property, damage or repairs required to the building will be deducted from the security deposit. Any damage over the security deposit will be billed to the applicant at the actual repair costs. Security deposits will be returned after the city council has approved the reimbursement usually within two or three weeks.

### ***LIQUOR AND INSURANCE***

Pursuant to Minnesota Liquor Law Statutes, use of alcoholic beverages is permitted under certain circumstances, providing all licenses, insurance and indemnification clauses are provided for by the Applicant. Those seeking the use of intoxicating beverages are required to contact the City Administrator’s Office at least 30 calendar days prior to the event.

The City of Mountain Iron reserves the right to require the use of security, at the expense of the applicant, at any event where alcohol is served or at any event where it may be necessary or appropriate.

The holder of a retail on-sale intoxicating liquor license may dispense intoxicating liquor at a social affair held in the City buildings **ONLY** with the City Council’s permission. The applicant and license holder must request permission at least 30 calendar days prior to the social affair scheduled and the license holder must provide the City office with a copy of their liquor license and appropriate insurance.

Proof of liability insurance covering the City Rental Building for the event will be required for any event serving alcoholic beverages. A current copy of the applicant’s Homeowners Policy or Rental Policy must be provided to the City at least 14 calendar days prior to the event. A minimum amount of \$300,000.00 in general liability insurance is required.

The City of Mountain Iron reserves the right to require a City approved overseer; to oversee any event within a facility covered by this policy at the applicant’s expense.

The Director of Public Works is authorized by the City Council to schedule and control the use of the City of Mountain Iron Rental Buildings in accordance with this policy, including rental charges to help defray operational expenses use at any time.

Governmental units or subdivisions, with approval, will not be charged rental fees during the normal work week and City business hours on Monday through Thursday. Evening and Weekend rental (Friday - Sunday) will be charged at the fee scheduled rate.

Any overtime required/incurred for a non-city related problem will be billed to the applicant at the actual cost.

The City of Mountain Iron shall deny the use of any of the facilities to any individual, group or organization that is not current with any payments due the City of Mountain Iron such as utility payments, taxes etc.

Failure to comply with guidelines or rules established by the City Council regulating the use of public facilities would be cause for the forfeiture of future use privileges.

## **APPLICATION PROCEDURE**

1. Use of the City of Mountain Iron Rental Buildings will be handled on a first come, first serve basis with preference given to City of Mountain Iron government entities.
2. Reservations must be made 30 calendar days **prior** to the scheduled use with the exception of unforeseen circumstances (i.e. funerals etc.).
3. Informal reservations will be accepted by telephone or email. **In order to guarantee the reservation a completed building use application along with the paid fees and security deposit must be received within ONE WEEK of making the informal reservation.** If a written application and associated fees are not received the reservation will be cancelled.
4. Application forms may be obtained from the City Desk during normal office hours, Monday – Friday, 7:30 am to 4:00 pm, on the City’s website [www.mtniron.com](http://www.mtniron.com) or by mail to the applicant upon request.
5. The Applicant signing the application and hold harmless agreement is responsible for the building fees, damage deposit and insurance requirements. Residents may apply for a non-resident relative but will be responsible for the building according to the policy. The Applicant must be a part of the event being held.
6. The purpose of the sponsoring organizations, group's or individual's program shall be accurately described when a reservation is requested. Any advertising or publicity shall clearly state the purpose of the program. Non-profit organizations must provide/show proof of their tax ID number on the application.
7. **The applicant must pick up the facilities entrance key by 2:00 p.m. on the day prior to their scheduled event or by 2:00 p.m. on Friday if it is a scheduled weekend event.**
9. The City of Mountain Iron Rental Building policy for the Community Center requires a three day rental for wedding receptions to allow for set-up the day before and clean-up the day after the event.
10. The Director of Public Works will advise the requesting applicant of the status of their application request as soon as possible by sending them an approved or denied copy of the application.

## **SECURITY DEPOSIT**

A security deposit and rental fees are required **at the time of application by the applicant.** The security deposit shall be paid **by the applicant** and will be returned to the applicant. All fees must be paid during regular business hours at the City Desk at the City Hall in Mountain Iron, Minnesota. **Building rental cancellation must be made 14 days in advance of the event or your security deposit and rental fees will be forfeited.**

The security deposit will be held by the City and returned upon satisfactory inspection of the premises and inventory checklist. The security deposit covers any physical, structural, or other related damages to the facility itself; it does not cover theft of equipment (i.e. tables, chairs, kitchen inventory, memorabilia, etc.). The City of Mountain Iron does retain the right to file a claim beyond the security deposit in order to recover or replace these items. The security deposit will also be forfeited for failure to adhere to the building use parameters.

**FEE SCHEDULES**

<b>SENIOR CENTER</b>	<b>Resident No- Kitchen</b>	<b>Resident Kitchen</b>	<b>Non- Resident No- Kitchen</b>	<b>Non- Resident Kitchen</b>	<b>Security Deposit</b>
Individuals/Groups	\$25.00	\$50.00	\$50.00	\$100.00	\$100.00
Non-Profit Organizations or Fundraiser	\$25.00	\$50.00	\$50.00	\$100.00	\$100.00
For-Profit Businesses	\$50.00	\$100.00	\$100.00	\$200.00	\$100.00

<b>NICHOLS TOWN HALL</b>	<b>N/A</b>	<b>Resident Kitchen</b>	<b>N/A</b>	<b>Non- Resident Kitchen</b>	<b>Security Deposit</b>
Individuals/Groups Non-revenue Generating	N/A	\$25.00	N/A	\$ 70.00	\$100.00
Individual/Group Revenue Generating	N/A	\$70.00	N/A	\$120.00	\$100.00
Non-Profit Organizations or Fundraiser	N/A	\$40.00	N/A	\$ 70.00	\$100.00
For-Profit Businesses	N/A	\$70.00	N/A	\$120.00	\$100.00

<b>COMMUNITY CENTER WACOOTAH or IROQUOIS ROOM</b>	<b>Resident No- Kitchen</b>	<b>Resident Kitchen</b>	<b>Non- Resident No- Kitchen</b>	<b>Non- Resident Kitchen</b>	<b>Security Deposit</b>
Individuals/Groups	\$25.00	\$50.00	\$50.00	\$100.00	\$200.00
Non-Profit Organizations or Fundraiser	\$25.00	\$50.00	\$50.00	\$100.00	\$200.00
For-Profit Businesses	\$50.00	\$100.00	\$100.00	\$200.00	\$200.00

<b>COMMUNITY CENTER WACOOTAH &amp; IROQUOIS (BOTH ROOMS)</b>	<b>Resident No- Kitchen</b>	<b>Resident Kitchen</b>	<b>Non- Resident No- Kitchen</b>	<b>Non- Resident Kitchen</b>	<b>Security Deposit</b>
Individuals/Groups	\$50.00	\$100.00	\$100.00	\$200.00	\$200.00
Non-Profit Organizations or Fundraiser	\$50.00	\$100.00	\$100.00	\$200.00	\$200.00
For-Profit Businesses	\$150.00	\$250.00	\$250.00	\$300.00	\$200.00

<b>COMMUNITY CENTER MOUNTAIN IRON ROOM (Council Chambers)</b>	<b>Resident</b>	<b>N/A</b>	<b>Non- Resident</b>	<b>N/A</b>	<b>Security Deposit</b>
Individuals/Groups	\$25.00	N/A	\$50.00	N/A	\$200.00
Non-Profit Organizations or Fundraiser	\$25.00	N/A	\$50.00	N/A	\$200.00
For-Profit Businesses	\$50.00	N/A	\$100.00	N/A	\$200.00

<b>LIBRARY CLUB ROOM</b>	<b>Resident</b>	<b>N/A</b>	<b>Non- Resident</b>	<b>N/A</b>	<b>Security Deposit</b>
Individuals/Groups	\$10.00	N/A	\$25.00	N/A	\$100.00
Non-Profit Organizations or Fundraiser	\$10.00	N/A	\$25.00	N/A	\$100.00
For-Profit Businesses	\$25.00	N/A	\$50.00	N/A	\$100.00

# APPLICATION

*Applicant or Organizations desiring to use the City of Mountain Rental Building facilities must complete an application and submit it to the City Desk along with the security deposit and fees. **This application shall be submitted at least 30 days prior to the date for which reservation is requested with the exception of unforeseen circumstances.** Those seeking the use of intoxicating beverages are required to contact the City Office, without exception, 30 calendar days prior to the event. The Director of Public Works will advise the requesting applicant of the status of their application request as soon as possible.*

Name of Applicant: <b>(Applicant is responsible for building use)</b>							
Contact Person:  (if different than applicant:)							
Mailing Address: City/St/Zip:							
Phone Number(s); Home, Work, and/or Cell							
Resident of Mountain Iron (Circle One :)	Yes                      No						
Facility Requested:  (Circle One)	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Community Center</td> <td style="width: 50%;">Library Club Room</td> </tr> <tr> <td>Nichols Town Hall</td> <td>Senior Center</td> </tr> </table>	Community Center	Library Club Room	Nichols Town Hall	Senior Center		
Community Center	Library Club Room						
Nichols Town Hall	Senior Center						
Community Center Room Requested:  (Circle One)	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Wacootah Room</td> <td style="width: 50%;">Iroquois Room</td> </tr> <tr> <td colspan="2" style="text-align: center;">Both Wacootah &amp; Iroquois Rooms</td> </tr> <tr> <td colspan="2" style="text-align: center;">Mountain Iron Room (Council Chambers)</td> </tr> </table>	Wacootah Room	Iroquois Room	Both Wacootah & Iroquois Rooms		Mountain Iron Room (Council Chambers)	
Wacootah Room	Iroquois Room						
Both Wacootah & Iroquois Rooms							
Mountain Iron Room (Council Chambers)							
Kitchen Use: (Circle One)	Yes                      No						
Type of Event:  (Be Specific)							
Day(s) & Date(s) of Use:							
Hours of Use: Be specific. Each day.  (allow for set-up & cleanup)							
Deposit Amount & Fees:	Deposit:                      Fee(s):                      Date Paid:						

**APPLICATION – PAGE 2**

Estimate Number In Attendance: (Max. Cap. is 350 people)							
Number of tables/chairs needed: (Community Center Only)	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; text-align: center;">Rectangle Tables</td> <td style="width: 33%; text-align: center;">Round Tables</td> <td style="width: 33%; text-align: center;"># of Chairs</td> </tr> </table>	Rectangle Tables	Round Tables	# of Chairs			
Rectangle Tables	Round Tables	# of Chairs					
For Community Center Use Only:	Complete attached diagram and return ASAP						
Name of Caterer:							
Provide License:							
Name of Professional Decorator:							
For Wedding Rentals Only	Names of Bride and Groom after marriage:						
Name of Music Provider							
Will Intoxicating Beverages Be Used?	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; text-align: center;">YES</td> <td style="width: 33%; text-align: center;">NO</td> <td style="width: 33%; text-align: center;">SERVING or SELLING</td> </tr> <tr> <td style="text-align: center;">(Circle One)</td> <td></td> <td style="text-align: center;">(Circle One)</td> </tr> </table>	YES	NO	SERVING or SELLING	(Circle One)		(Circle One)
YES	NO	SERVING or SELLING					
(Circle One)		(Circle One)					
Proof of Applicants Liability Insurance: (If serving alcohol)	Attach Copy of Homeowner's Policy						
Name of Business Providing Alcohol:							
Proof of Liquor License of Alcohol Provider:	Attach Copy						
City Council Approval of Selling Liquor by Alcohol Provider:	Date:						

## HOLD HARMLESS AGREEMENT FOR CITY BUILDING USAGE

I, (the "Applicant") \_\_\_\_\_, understand and acknowledge the risks and hazards associated with using the City of Mountain Iron Rental Buildings (the "Facilities"). The Applicant hereby assumes any and all risks and hazards associated therewith.

*The Applicant shall defend, indemnify and hold harmless the City and its officials, employees, and agents from any liabilities, judgments, losses, costs or charges (including attorneys' fees) incurred by the City or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury (including death), loss or property damage caused by, arising out of, related to or associated with the use of the Facilities by the Applicant or by the Applicant's guest or invitees, except to the extent caused in whole or in part by the sole negligence, gross negligence or willful, wanton or intentional misconduct of the City or its officers, employees or agents.*

*The Applicant agrees to pay the City for any physical damage to the Facilities or its contents during the event. The Applicant also agrees to replace or pay the cost of replacement for any missing items.*

<b>Applicant Signature</b>	
<b>Signed Date</b>	
<b>Approved by the Director of Public Works</b>	
<b>Approval Date</b>	
<b>Confirmation Sent By &amp; Date Mailed</b>	
<b>Deposit Refund Check No. &amp; Date Mailed</b>	

Please return this form to:  
 City of Mountain Iron  
 8586 Enterprise Drive South  
 Mountain Iron MN 55768

City Hall (218-748-7570      FAX (218)748-7573  
 Email: [dkleinschmidt@ci.mountain-iron.mn.us](mailto:dkleinschmidt@ci.mountain-iron.mn.us)  
 Visit our web site at  
[www.mtniron.com](http://www.mtniron.com)

**The City of Mountain Iron Community Center Kitchen Use Policy**

**ST. LOUIS COUNTY DEPARTMENT OF HEALTH  
REGULATIONS FOR MOUNTAIN IRON COMMUNITY CENTER  
KITCHEN USE**

1. Food served out of the community center kitchen must be **completely prepared** in the kitchen.
2. Only a **licensed caterer(s)** is allowed to serve food out of the kitchen that has been prepared off site.
3. The general public **may not** bring in prepared food and serve it out of the kitchen.
4. The general public **may** bring in prepared food and serve it in the Wacootah or Iroquois rooms; however, this food cannot be stored or served in the kitchen service area.
5. Off-site prepared food (i.e. casseroles, Jell-O salads, vegetable salads, etc.) cannot be brought into the kitchen area, stored in the refrigerator, or heated using the ovens. Cutting/serving bars, cake or desserts not prepared in the kitchen **is not allowed** in the kitchen. Mixing of beverages (i.e. punch) is not allowed; however, pop may be stored in the refrigerator.
6. When using the services of a licensed caterer, the City of Mountain Iron shall be provided with a copy of the St. Louis County Department of Health or State of Minnesota food handling permit.
7. The City of Mountain Iron will not be liable for any health related problems due to food served in this facility.

I hereby acknowledge the above restrictions.

---

Signature of Applicant & Date Signed



**SYNOPSIS OF RULES TO REMEMBER  
WHEN RENTING THE COMMUNITY CENTER BUILDING:**

1. THE APPLICANT IS ULTIMATELY RESPONSIBILITY FOR ANY DAMAGES INCURRED WHILE USING THIS FACILITY.
2. MAKE SURE ALL EXTERIOR DOORS IN THE BUILDING ARE LOCKED WHEN LEAVING.
3. WIPE OFF THE TABLES USING THE DISINFECTANT SPRAY PROVIDED.
4. MAKE SURE ALL LIGHTS IN ALL OF THE ROOMS ARE TURNED OFF.
5. MAKE SURE THE STOVES & OVENS IN THE KITCHEN ARE SHUT OFF.
6. THROW OUT ALL YOUR GARBAGE INTO THE LARGE BLACK CANISTERS OUTSIDE.
7. SWEEP THE FLOOR. MOPPING NOT REQUIRED.
8. NO TABLES OR CHAIRS ARE ALLOWED OUTSIDE THE BUILDING.
9. DO NOT "PROP" OPEN ANY **DOORS**. THIS IMPACTS THE EFFICIENCY OF THE HEATING AND VENTILATION SYSTEMS.
10. ONLY MASKING TAPE IS ALLOWED ON WALLS AND FLOORS. NO SCOTCH OR DUCT TAPE IS ALLOWED. NO "HANGERS" OF ANY KIND ARE ALLOWED.
11. NO DECORATIONS MAY BE HUNG OR ATTACHED TO THE CEILING.
12. NO LADDERS, LIFTS OR AERIAL DEVICES OF ANY KIND ARE ALLOWED.
13. DO NOT DRAG TABLES OR CHAIRS ACROSS THE FLOOR. LIFT THEM UP IF YOU NEED TO MOVE THEM.
14. DAMAGES WILL RESULT IN A REDUCTION OR **FORFEITURE OF YOUR DEPOSIT**.
15. NO FOOD MAY BE SERVED OUT OF THE KITCHEN SERVICE AREA UNLESS IT WAS PREPARED IN THE KITCHEN. NO FOOD MAY BE STORED IN THE KITCHEN/REFRIGERATOR UNLESS IT WAS PREPARED IN THE KITCHEN.
16. IF DISHES ARE BROKEN, PLEASE LEAVE ON THE COUNTER SO WE MAY REORDER THE NECESSARY REPLACEMENTS.
17. PLEASE READ THE ORIGINAL POLICY FOR ADDITIONAL DETAILS.
18. LOADING AND UNLOADING OF SUPPLIES AND/OR EQUIPMENT MUST BE DONE AT THE FRONT ENTRANCE ONLY. DO NOT BLOCK THE ENTRANCE. PLEASE DO NOT USE THE SHERIFF'S ENTRANCE; THIS ENTRANCE IS FOR LAW ENFORCEMENT PURPOSES ONLY. DURING BUSINESS HOURS, PLEASE USE THE WACOOTAH ROOM ENTRANCE IF USING BOTH ROOMS.
19. KEEP NOISE TO A MINIMUM WHEN THE CITY OFFICES ARE OPEN. KEEP THE COMMONS AREA CLEAR.



# 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 06-11

### ORDERING PREPARATION OF REPORT ON IMPROVEMENT

**WHEREAS**, it is proposed to improve Bluebell Avenue and Daffodil Avenue between the centerline of Unity Drive and the centerline of Jasmine Street by reconstruction or overlayment and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

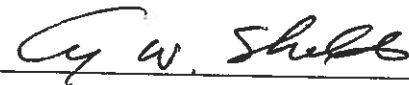
**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA:**

That the proposed improvement be referred to Benchmark Engineering for study and that that person is instructed to report to the City Council with all convenient speed advising the City Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**DULY ADOPTED BY THE CITY COUNCIL THIS 18<sup>th</sup> DAY OF APRIL, 2011.**

ATTEST:

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

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



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 07-11

### BUSINESS DEVELOPMENT INFRASTRUCTURE APPLICATION

**BE IT RESOLVED** that City of Mountain Iron act as the legal sponsor for project(s) contained in the Business Development Infrastructure Application to be submitted on April 18, 2011 and that Mayor and City Administrator are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Mountain Iron.

**BE IT FURTHER RESOLVED** that the City of Mountain Iron has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds, adequate construction, operation, maintenance and replacement of the proposed project for its design life.

**BE IT FURTHER RESOLVED** that the City of Mountain Iron has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

**BE IT FURTHER RESOLVED** that upon approval of its application by the state, the City of Mountain Iron, may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that it will comply with all applicable laws and regulations as stated in all contract agreements.

**BE IT FURTHER RESOLVED** that upon approval of its application by the state, the City of Mountain Iron, will meet the 50% match as required by the agreement.

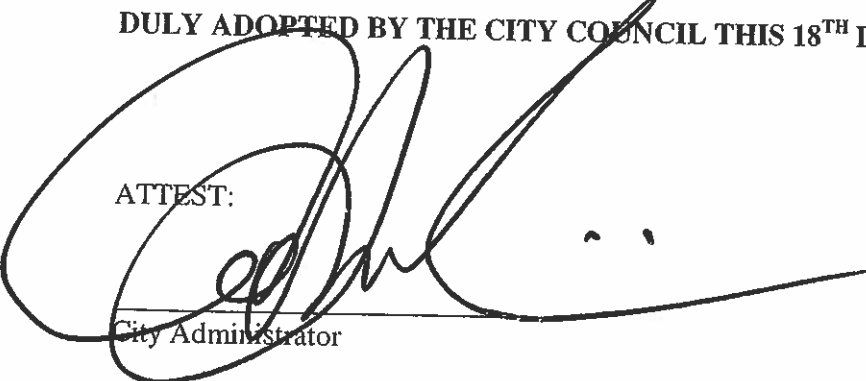
**BE IT FURTHER RESOLVED** that the City of Mountain Iron will the repay the grant if milestones are not realized by the completion date identified in the Application.

**BE IT FURTHER RESOLVED** that the City of Mountain Iron certifies that it will comply with all applicable laws, regulations, and rules of the Business Development Infrastructure Application.

**NOW, THEREFORE BE IT RESOLVED** that Mayor and City Administrator, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

**DULY ADOPTED BY THE CITY COUNCIL THIS 18<sup>TH</sup> DAY OF APRIL, 2011.**

ATTEST:

  
City Administrator

  
Mayor Gary Skalko

**COUNCIL LETTER 050211-IVA1**

**MAYOR GARY SKALKO**

**IRON RANGE VETERANS  
MEMORIAL DONATION**

**DATE:** April 28, 2011

**FROM:** Mayor Gary Skalko

Craig J. Wainio  
City Administrator

---

Mayor Skalko requested this item be placed on the Agenda with the following background information:

Plans are in the works to complete this project. Approximately \$950,000 has been raised thus far, and around \$50,000 is needed to complete this memorial.

**COUNCIL LETTER 0050211-IVF1**

**PERSONNEL COMMITTEE**

**MMUA ONSITE/ON  
DEMAND TRAINING PROGRAM**

**DATE:** April 28, 2011

**FROM:** Personnel Committee

Don Kleinschmidt  
Director of Public Works

---

The Personnel Committee is recommending approval of the participation in the Minnesota Municipal Utilities Commission (MMUA) on site/on demand training course for the Electrical Department personnel. The cost of the program will be shared with the Virginia Public Utilities. The initial cost will be around \$6,000.00, depending on participation.

**COUNCIL LETTER 0050211-IVF2**

**PERSONNEL COMMITTEE**

**ASSISTANT LIBRARIAN**

**DATE:** April 28, 2011

**FROM:** Personnel Committee

Craig J. Wainio  
City Administrator

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The Personnel Committee will be conducting interviews for the position of Assistant Librarian on May 2<sup>nd</sup> and will have a recommendation available for the City Council to consider at this meeting.



# CITY OF MOUNTAIN IRON

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## NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, April 11, 2011 at 6:05 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a request made by Len Roskoski, 8680 Unity Drive, Mountain Iron for a Conditional Use Permit as required by the Zoning Ordinance to construct an accessory building that is 2,352 square feet; it would exceed the 900 square feet as allowed by the Zoning Ordinance. The property is legally described as follows:

Section 14, Township 58 North, Range 18 West

Beginning at the northwest corner of said Northwest Quarter of the Northwest Quarter, thence North 89 degrees 17 minutes 28 seconds West assigned bearing along the north line of said Northwest Quarter of the Northwest Quarter 1303.13 feet; thence South 01 degrees 46 minutes 24 seconds East 656.09 feet; thence South 44 degrees 46 minutes 16 seconds West 1841.26 feet to the west line of said Southwest Quarter of the Northwest Quarter; thence North 00 degrees 46 minutes 11 seconds West 1979.24 feet to the point of beginning.

Parcel Code: 175-0070-01441

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

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

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

**MINUTES  
PLANNING AND ZONING COMMISSION  
MOUNTAIN IRON, MINNESOTA  
APRIL 11, 2011**

**ROLL CALL:**

Chairman Steve Skogman called the meeting to order at 6:03 p.m. Members present were: Steve Skogman, Vicky Juntunen, Margaret Soyering, Tim Johnston, Barb Fivecoate, Ray Saari, Jim Techar, Council Liaison Joe Prebeg and Zoning Administrator Jerry Kujala were also present.

**CONSENT AGENDA:**

A motion was made by Skogman with support from Soyering to accept the minutes of the March 28, 2011 meeting and passed unanimously.

**PUBLIC FORUM:**

- A. **Public Hearing**-Len Roskoski. A motion was made by Saari with support from Techar to recess the regular meeting and open the public hearing. Mr. Roskoski was unable to attend the Public Hearing; however, Mr. Harvey Hellyer appeared, in his place, to answer questions. Mr. Hellyer was advised by Kujala that the fence that he had put on the front of his property needs to have a permit. No other comments were presented. A motion was made by Fivecoate with support from Techar to close the public hearing and reopen the regular meeting. Motion passed unanimously.

**REPORTS:**

Zoning Administrator reported he had been contacted by Plumbing and Heating Direct with questions regarding the subdivision of property. He advised them to attend a Planning and Zoning Commission meeting with any questions they may have. Also, it was reported to the Commission that a property owner in Stoney Brook Addition had placed a fabric structure on property there and Kujala would go and check on the status of the structure. Techar also gave an update on shooting at the Gun Club.

**UNFINISHED BUSINESS:**

- A. The review of Draft Ordinance Number \_\_-10, Rental property: A motion was made by Fivecoate with support by Soyering to accept the changes and that they are ready to be submitted to the Fire Department, Sheriff's Department and Mr. Brown for their consideration and after 30 days they will contact us if they are acceptable but that if there are any questions we will set up a meeting. Motion carried unanimously. Skogman had also received information from Wainio regarding a list of cities in Minnesota that do rental inspections and issue licenses. He will go over the information and report at the next meeting.
- B. Mashkenode Covenants: Commission needs to get copy of the covenants before any further discussion can be held.

**NEW BUSINESS:**

A motion was made by Soyering with support from Saari that it is recommended that the City Council approve the Conditional Use Permit for Mr. Len Roskoski, 8680 Unity Drive, Mountain Iron, for Parcel 175-0070-01441, with the stipulation that no commercial business be conducted on the premises. Motion passed with Techar abstaining.



**CITY OF MOUNTAIN IRON  
CONDITIONAL USE PERMIT APPLICATION \***

Name of Applicant LEN ROSZSKI Signature of Applicant [Signature] Date of Applications 3/25/11  
8680 Unity Drive, Mountain Iron

Legal Description:  
 (Sec)/Lot 14 (Twp)/Block 58 (Rge)/Subd 18 Parcel Code # 175-0070-0144

See attached legal

Description of Proposed Use STORAGE PRIVATE USE

Statement as to why proposed use will not cause injury to value of adjoining property. NOT IN ~~THE~~ SIGHT OF ADJOINING PROPERTIES

Statement as to how proposed use is to be designed, arranged and operated in order to permit development and use of neighboring property. STORAGE - PRIVATE USE

\* Applicant is required to submit documentation required in Section 22.24, Subd 4 of the Zoning Ordinance along with this application for a Conditional Use Permit. Applicant is also required to submit a Vicinity Map, drawn to scale, showing applicant's and adjoining property including existing and proposed buildings or uses. Use reverse side of this form.

Pd \$150.00 3/25/2011  
Acc. 2.125428 gma

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Zoning Administrator Review	<u>E-mailed to JAK for review at 3/28 P&amp;Z mtg.</u>	<u>3-25-11</u>	<u>gma</u>
Public Hearing Set	<u>P&amp;Z Review/Set 4/11/11</u>	<u>3-28-11</u>	<u>gma</u>
Hearing Notice Published	<u>Hometown Focus</u>	<u>4-1-11</u>	<u>gma</u>
Planning & Zoning Recommendation	<u>P&amp;Z rec. approved by CC</u>	<u>4-11-11</u>	<u>gma</u>
Council Action			
Filed with County Recorder			

Conditions Attached That no Commercial business be conducted in the building or premise.

## **NORTH DESCRIPTION**

**A parcel of land located in the Northwest Quarter of the Northwest Quarter and the Southwest Quarter of the Northwest Quarter, Section 14, Township 58 North, Range 18 West, further described as follows:**

**Beginning at the northwest corner of said Northwest Quarter of the Northwest Quarter, thence North 89 degrees 17 minutes 28 seconds West assigned bearing along the north line of said Northwest Quarter of the Northwest Quarter 1303.13 feet; thence South 01 degrees 46 minutes 24 seconds East 656.09 feet; thence South 44 degrees 46 minutes 16 seconds West 1841.26 feet to the west line of said Southwest Quarter of the Northwest Quarter; thence North 00 degrees 46 minutes 11 seconds West 1979.24 feet to the point of beginning.**



**Legend**

— Property Line



# Len Roskoski Property

2010 Imagery



A C  
B D

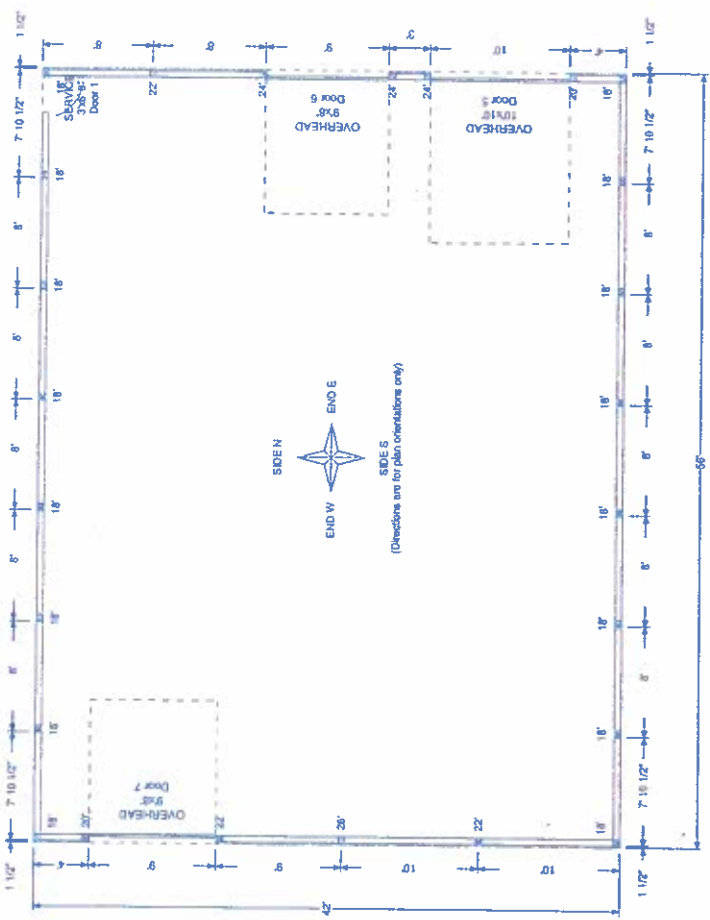


# LEN ROSKOSKI CEDAR, MN

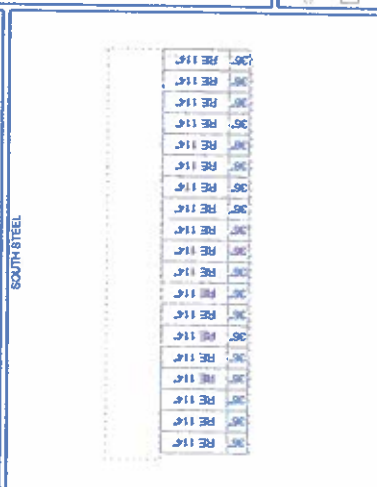
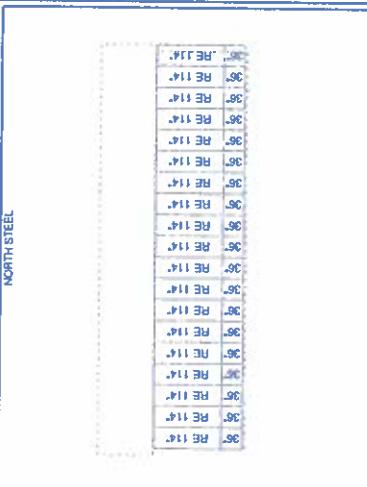
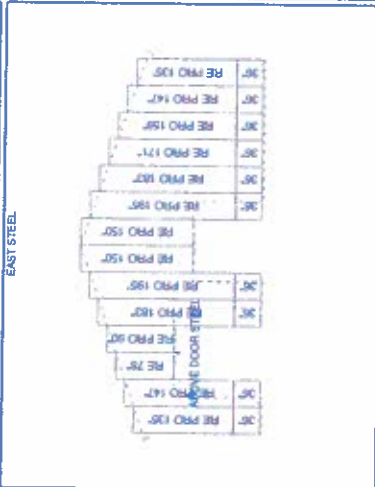
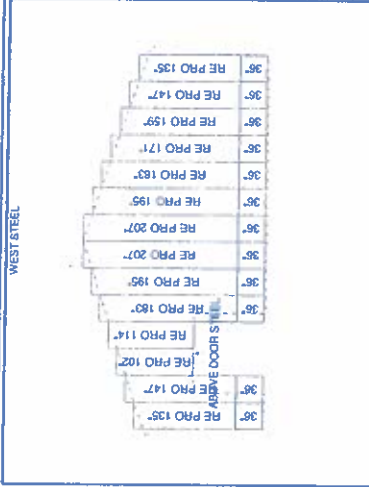
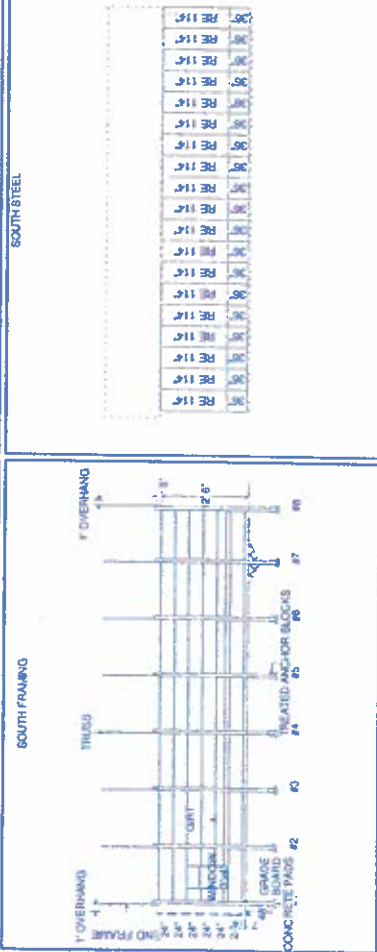
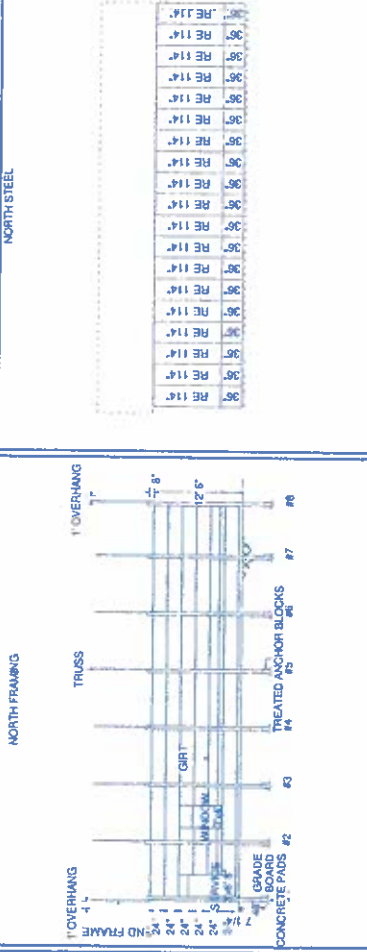
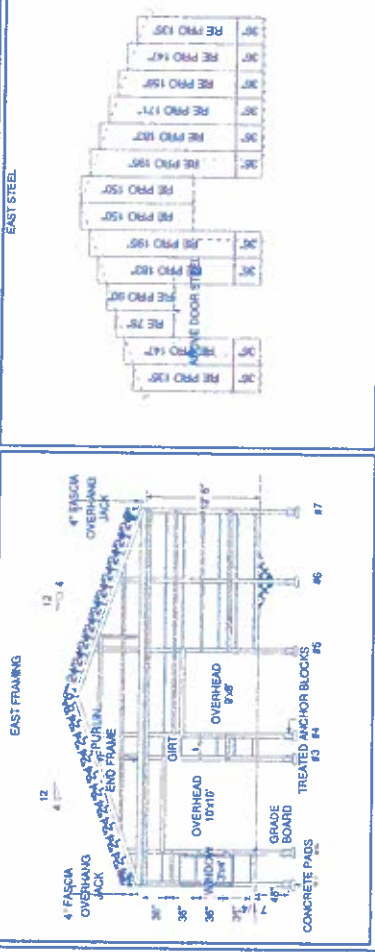
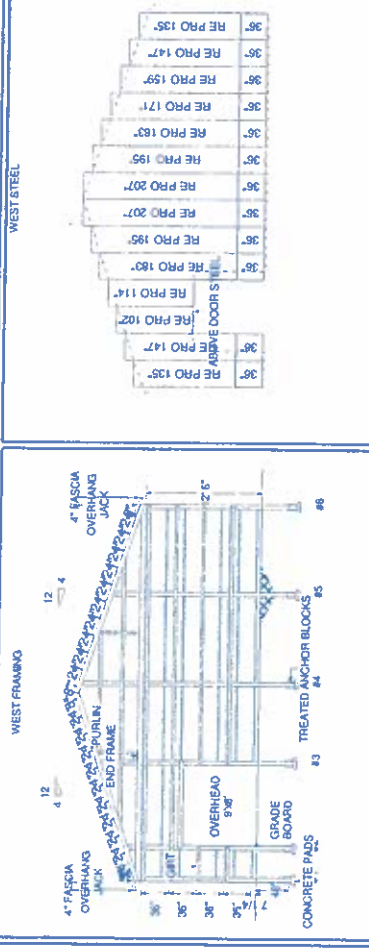


Service Doors and Windows Shown for Representation Only. Please Confirm Exact Location at Time of Construction.

FLOOR PLAN



(Directions are for plan orientations only)



**DISCLAIMER**  
Midwest Steel, used steel, and floor plan are not to scale.

**NOT TO BE USED FOR CONSTRUCTION WITHOUT THE DESIGNER'S PERMISSION.**  
Midwest Steel, used steel, and floor plan are not to scale.

**REVISIONS AND CHANGES:**  
The design of this building is subject to change without notice. The design is based on the information provided. The design is not intended to be a final design. The design is based on the information provided. The design is not intended to be a final design. The design is based on the information provided. The design is not intended to be a final design.

**MIDWEST MINI PRINT**  
FILE NUMBER: MS07782

**COUNCIL LETTER 012208-VIA**

**ADMINISTRATION**

**RESOLUTION NUMBER 08-11**

**DATE:** April 28, 2011

**FROM:** Craig J. Wainio  
City Administrator

---

Resolution Number 08-11 accepts the feasibility study and orders a hearing for the overlay of Bluebell Avenue and Daffodil Avenue between Unity Drive and Jasmine Street. This Resolution also sets the first meeting in June as a hearing date for the proposed project. It is recommended that the City Council adopt Resolution Number 08-11.



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 08-11

### RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

**WHEREAS**, pursuant to Resolution Number 06-11 of the City Council adopted April 18, 2011, a report has been prepared by Benchmark Engineering with reference to the improvement of Bluebell Avenue and Daffodil Avenue between the centerline of Unity Drive and the centerline of Jasmine Street by reconstruction or overlayment and this report was received by the City Council on May 2, 2011, and

**WHEREAS**, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; and the estimated cost of the improvement as recommended.

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

1. The City Council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$165,000.
2. A public hearing shall be held on such proposed improvement on the 6<sup>th</sup> day of June, 2011, in the Mountain Iron Room of the Community Center at 6:30 p.m. and the City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

**DULY ADOPTED BY THE CITY COUNCIL THIS 2<sup>nd</sup> DAY OF MAY, 2011.**

ATTEST:

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

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



**FEASIBILITY STUDY  
FOR  
BLUEBELL AND DAFFODIL AVENUES**

**MOUNTAIN IRON, MINNESOTA**

**PROJECT NO. MI11-05**



**BENCHMARK  
ENGINEERING, INC.**

**PREPARED BY:**

**BENCHMARK ENGINEERING, INC.**

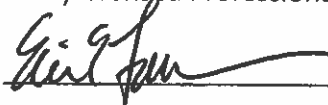
**8878 Main Street ♦ P.O. Box 261**

**Mountain Iron, MN 55768-0261**

**218-735-8914 – Phone**

**218-735-8923 – Fax**

I hereby certify that this specification or report was prepared by me, or under my supervision, and that I am a duly licensed Professional Engineer, under the laws of the State of Minnesota.

Signature 

Printed Name Eric E. Fallstrom, P.E.

Date 4/27/2011

License No. 40351



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## **BACKGROUND**

On April 18, 2011 the Mountain Iron City Council requested a feasibility study to improve Bluebell Avenue and Daffodil Avenue between Unity Drive and Jasmine Street by overlay or reconstruction and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429. The City Council requested that Benchmark Engineering evaluate the proposed improvement to see if it is cost-effective, feasible, and as to whether it should best be made as proposed, or in connection with some other improvement. The estimated cost of the improvement as recommended was also requested.

In order to improve the street segments, the City has requested Benchmark Engineering, Inc. to evaluate cost-effective improvements. The purpose of this study is to determine the feasibility of improving Bluebell Avenue and Daffodil Avenue by one of the three options: 1.) Overlaying the street segments 2.) A 2" milling and 3" overlay, or 3.) Reclaiming and overlaying the segment.

In addition, City Staff has also requested that Benchmark Engineering investigate the areas where culverts cross these street segments. The areas around the culverts have been subjected to frost action and creates either a heave or dip in the road at various times of the year. City staff has recommended improving the culvert areas by improving culvert crossings in conjunction with any recommended improvements.

City staff has indicated that reconstruction of these streets is not an option. Benchmark Engineering, Inc. will evaluate other type of possible rehabilitation alternatives for improving these streets.

## **EXISTING CONDITIONS**

Bluebell and Daffodil Avenues are very similar in design and function. These Avenues are considered local roadways typically designed for a 5 ton loading. In these Avenues, the bituminous is approximately 20 feet wide. The road does not have curb and gutter. City Staff indicated that the last major improvement was a bituminous overlay on Daffodil Avenue in 1988 and a bituminous overlay on Bluebell Avenue in 1989. The design life of the previous improvement has been reached. A typical overlay can provide as many as 8-10 years of extended road use under normal conditions.

Areas adjacent to the streets are drained by swales, and the majority of adjacent driveways have a culvert underneath to provide drainage. Typically the streets are slightly higher than adjacent yards. The road edges are grass with no aggregate shoulder. The bituminous is visually in poor condition with severe cracking and in need of some form of improvement. Several cracks that cross the road appear to have spread and have been patched.

Culverts cross this segment in several locations, at which there may be a dip or heave at the road surface. The time to replace these culverts or repair a section of road, which may have heaved, would be in conjunction with any street improvement. After completing field observations, culverts appear to aid drainage from swales in yards. Re-installation of these shallow culverts would likely cause heaving and cracking of the street, in the near future. Alternative methods of repairing these areas may be necessary.

During a site visit several culverts were analyzed. The main issue with the existing culverts is that the proper amount of cover is not present over the top of the pipes. This occurs because the drainage will be impaired in these areas if the proper cover was obtained or the culvert would be too low to drain. Also, if a culvert is not properly buried under the road surface, it subjects that particular area of the road to additional frost action; which ultimately leads to premature road failure around the pipe area. In the case with the culverts in these streets, it appears proper installation is impractical and that deeper installation will impede the drainage of adjacent lots/yards. Alternative methods will be discussed in this report to address the culvert crossing areas.

Benchmark Engineering, Inc. is currently preparing a drainage study in this area. Benchmark Engineering, Inc. recommends any necessary drainage improvements in conjunction with any improvements completed on Bluebell and Daffodil Avenues that are found in the drainage study of this area. At a minimum, all culverts shall be removed and replaced or abandoned if the pipe no longer serves a practical purpose. If replaced, the pipes would likely need to be installed in order to prevent future premature roadway deterioration.

### **RECOMMENDED REPAIRS / REHABILITATION**

The recommended repairs and/or rehabilitation are developed based upon input from the Street & Alley Committee, City Staff, and a recommendation of typical street improvements. A comparison of the cost difference is also a factor evaluating between an overlay, mill & overlay, and a reclaim & overlay for a specific roadway segment.

As directed by the Street & Alley Committee, a full reconstruction option will not be considered due to the extensive subgrade and drainage improvements necessary for these street segments, which would make the project cost prohibitive. In addition, this could lead to the requirement of costly drainage improvements throughout the West Virginia neighborhood.

For these street segments, the only utilities that are impacted by the proposed improvements are culvert crossings at various locations to maintain drainage conveyance. Based on the information of the underground utilities and the scope of the

study, it is our opinion that it would not be feasible to completely replace the utilities at this time.

The City Public Works Department should plan to address any persistent utility maintenance problems within the scope of any project planned for a particular roadway segment. The utilities should be re-evaluated when necessitated by any changes in the street alignment or grades. Within the scope of this project, it is recommended to replace water valve boxes within the Bluebell & Daffodil Avenue improvement areas.

Below is a summary of the alternatives for improving these specific streets segments including the culvert crossings.

#### **Alternative 1 - Overlay:**

An overlay of these street segments is the first option under consideration. A typical overlay project would involve the placement of 2" of bituminous over the existing roadway. Typically, a thin bituminous overlay can be expected to last 8-10 years, before another type of surface repair may be necessary.

In this case, due to the severe surface irregularities observed at several culvert crossings, it would be recommended to remove and replace these culverts in conjunction with an overlay or other improvements.

In addition, the road edges should also be raised with topsoil and seeded to the proposed height of the edge of bituminous to create a shoulder even with the edge of bituminous. The overlay would involve milling to taper the street to match the existing bituminous surfaces at Jasmine Street and Unity Drive. Manholes and gate valves in the area of improvement would be adjusted to match the proposed grades.

The typical cost for this type of rehabilitation measures for this improvement area is approximately \$45 per linear foot for a project this size. Please refer to the opinion of cost summary for a complete breakdown of anticipated items.

Benchmark Engineering also recommends that the roadway segment be placed into a yearly crack-sealing program after the segment is repaired with a thin overlay. Crack sealing will minimize the extent of reflective cracking; however, it will not prevent reflective cracking that existed on the previous bituminous surface.

#### **Alternative 2 - 2" Mill & 3" Overlay:**

A 2" mill and 3" bituminous overlay is the second improvement evaluated for Bluebell and Daffodil Avenues. This improvement would first create a level surface by removing 2" of the existing bituminous surface. By doing this, the existing irregularities of the streets would be removed to create a surface more level and even to begin a placing

new bituminous. Milling removes high areas, levels out low areas, and offset cracks/joints to make the roadway a level surface for an overlay. Projects completed by a thin mill and overlay tend to have less reflective cracking in the initial years after the improvement.

In this case, due to the severe surface irregularities observed at several culvert crossings, it would be recommended to remove and replace these culverts in conjunction with the roadway improvement. In addition, the road edges should also be raised with topsoil and seeded to the proposed height of the edge of bituminous to create a shoulder even with the edge of bituminous.

The overlay would involve milling to taper the street to match the existing bituminous surfaces at Jasmine Street and Unity Drive. Manholes and gate valves in the area of improvement would be adjusted to match the proposed grades.

In conjunction with this improvement, culvert crossing would need to be addressed to properly repair these areas and prevent future road damage at these areas.

A 2" mill and 3" overlay project of this type is approximately \$65 per linear foot of street for a project this size. This cost is approximately one and half times greater than that of an overlay. Please refer to the opinion of cost summary for a complete breakdown of anticipated items. The life expectancy of this alternative is approximately 5-7 years longer than that of an overlay.

### **Alternative 3 - Full Depth Reclaim & Overlay:**

A full-depth reclaim and overlay is the third improvement option under consideration. Typically, the reclaim and overlay project would involve the reclamation of the existing bituminous pavement in-place, placement of a class V leveling course, and placement of approximately 5" of bituminous pavement in multiple lifts. Reclaiming and overlaying a roadway segment would also increase the life of each segment above that of an overlay project, while preventing reflective cracking which occurs more frequently following an overlay. A full depth reclaim will remove irregularities located in the existing pavement section. A typical reclaim and overlay may have a life of 15-25 years assuming the road was constructed properly with proper base materials and is not subjected to heavy traffic loading.

In conjunction with a reclaim and overlay improvement, culverts and storm sewers would be replaced. This would minimize the heaving and cracking around these areas in the future.

However, a reclaiming and overlay project of this type is approximately \$90 per linear foot of street for a project this size. This cost is approximately two times greater than that of an overlay. Please refer to the opinion of cost summary for a complete

breakdown of anticipated items. The life expectancy of a full depth reclaim and overlay is 10-15 years longer than that of an overlay.

**Culvert Crossings:**

In order to properly repair the roadway surface in the area of the culvert crossings, a more extensive removal and reconstruction is recommended. Several of the culverts were reviewed. In nearly every case, the culverts are installed just under the bituminous surface making improvement to these areas very difficult. Typical culvert installation first requires removal of all frost susceptible materials around in the trench section and replacing these materials with clean, granular, non-frost susceptible materials. The trench is then sloped gently back to the surfaces at the sides to minimize the soil differential and evenly spread the loading around the culvert. Typically on low speed streets these culverts can be repaired as stated above however shallow culverts will still have frost heave effects on the road directly above the and eventually cause cracking and possible a frost heave in the vicinity of the pipe.

Benchmark Engineering, Inc. recommends installation of a reinforced concrete pavement over the culvert area to reduce the potential for frost heave and cracking. A reinforced concrete pavement will spread the loading over the culvert section to reduce traffic loading applied to the culvert, which will reduce the deflection of the pavement over the culvert. In addition, this will likely limit the effect of frost action on the pavement due to the shallow depth culverts.

**Overall:**

Regardless of the alternative chosen, Benchmark Engineering recommends that these roadway segments be placed on the crack-sealing schedule after the proposed improvements are completed. Typically, the reflective cracking starts appearing at the rate of one (1) year per inch of bituminous overlay. Therefore, these segments should be evaluated for crack sealing no later than three (3) years following completion of the work.

**OPINION OF COST SUMMARY**

The following provides a brief summary of the cost estimate, contingencies, and engineering costs for each alternative considered for improvements to Bluebell & Daffodil Avenues from Unity Drive to Jasmine Street.

<b>Overlay</b>	<b>\$106,425.00</b>
<b>2" Mill &amp; 3" Overlay</b>	<b>\$161,475.75</b>
<b>Full Depth Reclaim &amp; Overlay</b>	<b>\$219,461.25</b>

Attached in Appendix B are the detailed estimated costs for each of the aforementioned improvement options.

### **SUMMARY**

The City Council of Mountain Iron requested that Benchmark Engineering study the feasibility of improvements to these roadway segments. Based typical rehabilitation alternatives for similar types of projects, a cost comparison, condition of this segment, input from City staff, and experience with similar projects; these roadway segments were evaluated to determine what is the most feasible improvement for the area.

It is our opinion that based upon the information provided and scope of the project reviewed, the recommended street improvement work is functionally feasible and necessary as a continuation of the City of Mountain Iron's street maintenance program.

Any of the reviewed alternatives would be an acceptable improvement option and it is our recommendation that the City of Mountain Iron and the impacted residents review the alternatives to determine which repair option can be effectively completed within the City's budget. In addition, it is recommended that these improvements are coordinated with the upcoming Westgate / West Virginia drainage study to be completed by Benchmark Engineering, Inc.

As the pavement on these street segments continues to deteriorate, it is important to consider one of the recommended rehabilitation options. Should pavement rehabilitation be ignored or put off, it will most likely mean the only rehabilitation option will be a costly, complete reconstruction with drainage improvements and infrastructure throughout the West Virginia neighborhood.

**APPENDIX A: AREA LOCATION MAP**





**LEGEND**

PROJECT AREA

POSSIBLE CULVERT

REHABILITATION AREA



1 of 1  
SHEET NO.

LOCATION MAP  
FEASIBILITY STUDY  
CITY OF MOUNTAIN IRON, MINNESOTA

BLUEBELL & DAFFODIL AVENUES

DATE	REVISIONS	DESCRIPTION

**Benchmark**  
ENGINEERING, INC.

4978 Main Street, First Office Bldg-261  
Mountain Park, Minnesota 55768  
Phone 218/723-0511  
http://www.benchmark.com

**APPENDIX B: DETAILED COST ESTIMATES**



ENGINEER'S PRELIMINARY ESTIMATE OF COST  
 BLUEBELL & DAFFODIL AVENUES FEASIBILITY STUDY  
 MOUNTAIN IRON, MINNESOTA  
 PROJECT NO.: MI11-05

ALTERNATIVE 1: OVERLAY - 2" Wear, Remove and replace culverts.

ITEM NO.	ITEM	UNITS	ITEM COST	PROJECT QUANTITIES	TOTAL AMOUNT
2104.501	REMOVE PIPE CULVERT	LIN. FT.	\$5.00	150.0	\$750.00
2014.509	REMOVE GATE VALVE BOX	EACH	\$100.00	2.0	\$200.00
2104.503	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	\$3.00	350.0	\$1,050.00
2105.501	COMMON EXCAVATION (PV)	CU. YD.	\$5.00	200.0	\$1,000.00
2105.522	SELECT GRANULAR BORROW (CV)	CU. YD.	\$18.00	75.0	\$1,350.00
2105.525	TOPSOIL BORROW (CV)	CU. YD.	\$25.00	25.0	\$625.00
2221.503	AGGREGATE BASE CLASS V (CV)	CU. YD.	\$20.00	200.0	\$4,000.00
2232.501	MILL BITUMINOUS SURFACE (2")	SQ. YD.	\$15.00	115.0	\$1,725.00
2350.501	TYPE LV5 WEARING COURSE MIXTURE (B)	TON	\$75.00	736.0	\$55,200.00
2501.511	12" CP PIPE SEWER	LIN. FT.	\$45.00	100.0	\$4,500.00
2501.515	12" METAL PIPE APRON W/ TRASH GUARD	EACH	\$300.00	8.0	\$2,400.00
2504.602	FURNISH AND INSTALL VALVE BOX	EACH	\$250.00	2.0	\$500.00
2504.602	ADJUST GATE VALVE AND BOX	EACH	\$150.00	4.0	\$600.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	\$350.00	6.0	\$2,100.00
2531.507	7" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	\$50.00	90.0	\$4,500.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$1,000.00	1.0	\$1,000.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	\$1,000.00	1.0	\$1,000.00

ESTIMATED CONSTRUCTION COST: \$82,500.00  
 CONTINGENCY (10%): \$8,250.00  
 ENGINEERING (DESIGN AND CONSTRUCTION): \$15,675.00

ESTIMATED PROJECT COST: \$106,425.00

  
 BENCHMARK ENGINEERING, INC.



**ENGINEER'S PRELIMINARY ESTIMATE OF COST**  
**BLUEBELL & DAFFODIL AVENUES FEASIBILITY STUDY**  
**MOUNTAIN IRON, MINNESOTA**  
**PROJECT NO.: MI11-05**

**ALTERNATIVE 2: 2" MILL & 3" OVERLAY - 1.5" NON-WEAR, 1.5" WEAR, Remove & replace culverts.**

ITEM NO.	ITEM	UNITS	ITEM COST	PROJECT QUANTITIES	TOTAL AMOUNT
2104.501	REMOVE PIPE CULVERT	LIN. FT.	\$5.00	150.0	\$750.00
2014.509	REMOVE GATE VALVE BOX	EACH	\$100.00	2.0	\$200.00
2105.525	TOPSOIL BORROW (CV)	CU. YD.	\$20.00	75.0	\$1,500.00
2105.501	COMMON EXCAVATION (PV)	CU. YD.	\$5.00	200.0	\$1,000.00
2105.522	SELECT GRANULAR BORROW (CV)	CU. YD.	\$15.00	75.0	\$1,125.00
2232.501	MILL BITUMINOUS PAVEMENT (2")	SQ. YD.	\$2.00	6,100.0	\$12,200.00
2350.501	TYPE LV5 WEARING COURSE MIXTURE (B)	TON	\$75.00	604.0	\$45,300.00
2350.502	TYPE LV4 NON-WEARING COURSE MIXTURE (B)	TON	\$75.00	604.0	\$45,300.00
2501.511	12" CP PIPE SEWER	LIN. FT.	\$45.00	100.0	\$4,500.00
2501.515	12" METAL PIPE APRON W/ TRASH GUARD	EACH	\$300.00	8.0	\$2,400.00
2504.602	FURNISH AND INSTALL VALVE BOX	EACH	\$250.00	2.0	\$500.00
2504.602	ADJUST GATE VALVE AND BOX	EACH	\$150.00	4.0	\$600.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	\$300.00	6.0	\$1,800.00
2531.507	7" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	\$50.00	90.0	\$4,500.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$2,000.00	1.0	\$2,000.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	\$1,500.00	1.0	\$1,500.00

ESTIMATED CONSTRUCTION COST \$125,175.00  
 CONTINGENCY (10%): \$12,517.50  
 ENGINEERING (DESIGN AND CONSTRUCTION): \$23,783.25

ESTIMATED PROJECT COST: **\$161,475.75**

BENCHMARK ENGINEERING, INC.



ENGINEER'S PRELIMINARY ESTIMATE OF COST  
 BLUEBELL & DAFFODIL AVENUES FEASIBILITY STUDY  
 MOUNTAIN IRON, MINNESOTA  
 PROJECT NO.: MI11-05

ALTERNATIVE 3: FULL DEPTH RECLAIM & OVERLAY - 3.5" NON-WEAR, 1.5" WEAR, 2" CLASS V, Remove & replace culverts.

ITEM NO.	ITEM	UNITS	ITEM COST	PROJECT QUANTITIES	TOTAL AMOUNT
2104.501	REMOVE PIPE CULVERT	LIN. FT.	\$5.00	150.0	\$750.00
2014.509	REMOVE GATE VALVE BOX	EACH	\$100.00	2.0	\$200.00
2105.525	TOPSOIL BORROW (CV)	CU. YD.	\$20.00	125.0	\$2,500.00
2105.501	COMMON EXCAVATION (PV)	CU. YD.	\$5.00	200.0	\$1,000.00
2105.522	SELECT GRANULAR BORROW (CV)	CU. YD.	\$15.00	75.0	\$1,125.00
2123.503	MOTOR GRADER	HOUR	\$175.00	8.0	\$1,400.00
2211.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	\$18.00	350.0	\$6,300.00
2232.501	MILL BITUMINOUS PAVEMENT (5")	SQ. YD.	\$5.00	6,100.0	\$30,500.00
2350.501	TYPE LV5 WEARING COURSE MIXTURE (B)	TON	\$75.00	550.0	\$41,250.00
2350.502	TYPE LV4 NON-WEARING COURSE MIXTURE (B)	TON	\$75.00	880.0	\$66,000.00
2501.511	12" CP PIPE SEWER	LIN. FT.	\$45.00	100.0	\$4,500.00
2501.515	12" METAL PIPE APRON W/ TRASH GUARD	EACH	\$300.00	8.0	\$2,400.00
2504.602	FURNISH AND INSTALL VALVE BOX	EACH	\$250.00	2.0	\$500.00
2504.602	ADJUST GATE VALVE AND BOX	EACH	\$150.00	4.0	\$600.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	\$350.00	6.0	\$2,100.00
2531.507	7" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	\$50.00	90.0	\$4,500.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$2,500.00	1.0	\$2,500.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	\$2,000.00	1.0	\$2,000.00

ESTIMATED CONSTRUCTION COST: \$170,125.00  
 CONTINGENCY (10%): \$17,012.50  
 ENGINEERING DESIGN AND CONSTRUCTION: \$32,323.75  
 ESTIMATED PROJECT COST: **\$219,461.25**

  
 BENCHMARK ENGINEERING, INC.

**COUNCIL LETTER 012208-VIB**

**ADMINISTRATION**

**LIBRARY TREE REMOVAL**

**DATE:** April 28, 2011

**FROM:** Craig J. Wainio  
City Administrator

---

Enclosed, please find a report outlining the condition of the large silver maple tree in the south east portion of the Mountain Iron Library yard. In the report it is recommended that the tree be removed. The Library Board, the Public Health and Safety Board and the Buildings and Grounds Committee all concur with the recommendation of the report and recommend to the City Council that the tree be removed. Tree removal would be performed by City staff.



**Hazard Tree Assessment report for:** City of Mountain Iron, Craig Wainio, City Administrator

**Property Owner:** City of Mountain Iron

**Address:** Mountain Iron Public Library, 5742 Mountain Avenue, Mountain Iron, MN 55768

**Inspection Date:** 18 March 2011

**Inspector:** Louise Levy, Levy Tree Care, ISA Certified Arborist MN-4406A

**Inspection Goal:** Evaluate library tree for decay and structural flaws.

**Tree Species:** Silver maple, *Acer saccharinum*

**Tree Location:** South lawn of library grounds, within 50 feet of library to north, 15 feet of fence and alley to east, overhanging powerlines to east, within 100 feet of sidewalk and street to south.

**Type of Inspection:** Visual Tree Inspection (VTA) from the ground; decay detection via increment borer sampling of lower trunk.

**Species Failure Profile:** There are several types of failure characteristic to silver maple: branch/leader failure due to upright co-dominant stems and included bark; branch failures due to heavy branch ends and weak, brittle wood; stem and branch failure due to susceptibility to root decay; and susceptibility to wind-throw (soil failure) due to shallow root system especially on wet sites.

**Tree Characteristics:** Dominant crown position relative to adjacent trees, trunk diameter 57.2 inches @ 4.5 feet above ground (d.b.h. or diameter at breast height), trunk circumference 15.9 feet @ 4.5 feet above ground, total tree height 65 to 70 feet, live crown ratio 80%, crown spread 71.4 feet.

**Health Assessment:** This tree appears in average state of vigor (without leaves) for an over mature and senescent silver maple. There are multiple dead branches and a sizable cavity in the central stem, as well as several, small, un-closed wounds on the root flare. Also noted: this tree was recently pruned for utility line clearance.

**Site Characteristics:** Several mature conifers to SW of the silver maple; the library building provides protection from northerly winds; slight sw slope to lawn towards street.

### **Structural Analysis**

**Root Plate Zone:** No particular concerns noted; root plate appears intact with no visible up-lifting of soil.

**Root Collar and Root Flare:** No indication of stem girdling roots was found; no indication of root collar injury or excessive decay except for root-flare wounds

noted in the Health Assessment section; no lower stem compression or bulging observed.

**Decay Evaluation:** There is much evidence of internal stem decay in this tree, including dead co-dominant branches, and a sizable, hollow cavity in the central stem (just below start of co-dominant stems). A ratio of sound wood to radius is used to calculate the percent remaining wall of sound wood. A 30% sound wood wall for a full crown exposed tree is a general guideline. This silver maple has a minimum range of between 3 ¾ " to 7" radius of sound wood, as sampled from 3 increment borer cores extracted at 4.5 feet, indicating between 13% and 25% sound wood wall.

**Stem:** There is a sizable hollow cavity in the main stem indicating significant decay. There is included bark at the base of the co-dominant stems, which results in weak attachments prone to failure during wind or weight loading.

**Risk Assessment:** In a significant storm event (e.g. wind, snow, ice) this tree poses a high risk of failure due to internal decay and weak branch attachments from included bark. The failure could result in property damage, power line breakage, and damage to adjacent trees.

**Recommendations:** The reported defects in a tree of this size pose an unacceptable risk of failure, therefore the removal of this silver maple is recommended. I would not recommend cabling, guying or bracing because of this tree's size, condition and the natural characteristics of silver maple as described in the species failure profile. Should replacement of this tree be a goal, I can provide assistance with any or all of the following: species selection, specimen selection, planting, and subsequent early care including formative pruning.

**Disclaimer:** Trees inherently pose a certain degree of hazard and risk from breakage, failure or other conditions. Any recommendations made by Levy Tree Care are intended to minimize, reduce, or in the case of removal eliminate, conditions that may be associated with the tree or trees in question. While a detailed inspection and evaluation should and normally does result in the detection of potentially hazardous conditions, there can be no guarantee or certainty that all hazardous conditions will be detected.





Close-up photo of cavity in central stem.



Photo of cavity with increment borer.



Photo of entire tree from SE, showing recent utility line clearance pruning



Photo of co-dominant stems and included bark.



Photo of lower stem showing root flare and increment borer.

## COMMUNICATIONS

MAY 2, 2011

1. Minnesota Department of Health, a reminder to complete the wellhead protection plan for the City.
2. Notice of Public Hearing, a hearing on May 9, 2011, for an amendment to Chapter 154 of the City Code of Ordinances.
3. Alan Mattila, a letter regarding his pension on the Mountain Iron Fire Department.
4. Anonymous note given to Adventures Restaurant regarding the catering services for the Volunteer Recognition Dinner.



*Protecting, maintaining and improving the health of all Minnesotans*

April 21, 2011

Mountain Iron City Council  
c/o City Administrator  
Mountain Iron City Hall  
8586 Enterprise Drive South  
Mountain Iron, Minnesota 55768

Dear Council Members:

The purpose of this letter serves as a reminder to the city of Mountain Iron that you are over half way through the time allocated to complete your wellhead protection plan. According to our records, the city of Mountain Iron has until November 1, 2011, to complete their wellhead protection plan (Minnesota Rules, part 4720.5130, subparts 3 and 4). This is the date that all the requirements of Minnesota Rules, parts 4720.5100 to 4720.5590, must be completed.

It is our understanding that the city is currently developing their Part 2 wellhead protection plan. After the Part 1 wellhead protection plan was completed, the city was granted a six-month time extension to complete the wellhead protection plan. According to the city's original workplan, the Part 2 should have been submitted to local units of government for their 60-day review by August of 2010. Taking into account the time extension, we recommend the city submit their Part 2 wellhead protection plan to local units of government **no later than August 2011**. The time needed to complete the plan from that point is a minimum of three months. It is in the best interest of the city to keep moving forward to avoid the issuance of a Notice of Violation.

If you have any questions or need assistance regarding plan development, please contact Ms. Beth Kluthe of my staff at (218) 308-2115. We look forward to working with you to complete your plan.

Sincerely,

A handwritten signature in blue ink, which appears to read "Bruce M. Olsen", is written over the typed name.

Bruce M. Olsen, Supervisor  
Source Water Protection Unit  
Environmental Health Division  
P.O. Box 64975  
St. Paul, Minnesota 55164-0975

BMO:TVW

cc: Mr. Don Kleinschmidt, Director of Public Works, City of Mountain Iron  
Ms. Beth Kluthe, Planner, Source Water Protection Unit, Bemidji District Office



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

City of Mountain Iron  
8586 Enterprise Drive South  
Mountain Iron MN 55768

## CITY OF MOUNTAIN IRON NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, May 9, 2011 at 6:05 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a revision to Chapter 154 of the City Code of Ordinances. The following revision is being proposed:

### **CHAPTER 154: ZONING CODE** **SPECIAL ZONING DISTRICT NUMBER THREE**

Section 3. Special Provisions.

- c) up to 3 stall attached garage ~~not exceeding 900 square feet.~~

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

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

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

04/20/11

Keith Altobelli, President  
Mt. Iron Fire Relief Association  
P.O. Box 533  
Mt. Iron, MN 55768

To whom it may concern:

I am responding to the letter stating your intentions on trying to take a year of my pension away for the year 2007. I disagree and do not accept your decision to attempt to decrease my pension amount. I have always been a member in good standing with the fire department, and have always been in compliance with the by-laws of the organization. The records for the '07 training period clearly illustrate that I had the necessary number of hours for the year to meet the existing requirements of the department at that time. Those hours and any make-up hours were both approved and provided by the training officer and/or captain at that time. I find it unethical and improper for you, as the present president of relief association to attempt to remove any portion of the full amount of my pension for the 20+ years of service which I provided to the City of Mt. Iron to the best of my ability.

It is my position that if you wish to pursue this any further, I will take the necessary action required to rectify this situation. I request your decision and response to this communication within a timely manner.

I have heard that this action has been raised and pushed by certain individuals serving their own agendas. This activity is not only a disservice to the community, but also another stigma which is detrimental to both the growth and prosperity of the department.

Respectfully,

Alan G. Mattila

CC: Mayor Gary Skalko, City Administrator Craig Wainio, Fire Chief Joe Buria



# 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

April 11, 2011

Dear City of Mountain Iron Volunteer:

On behalf of the City Council and City of Mountain Iron staff, you are cordially invited to attend our Annual Volunteer Recognition Dinner to be held on **Tuesday, May 10th, 2011** at the Community Center/City Hall. A social hour with cash bar will commence at 5:00 p.m. with dinner at 6:30 p.m. Although the City does not sponsor the social hour, a complete catered buffet dinner will be provided for you and a guest of your choice.

We sincerely appreciate the contributions you have made to help build a progressive, stable community for everyone. Through your dedicated efforts, our City is a desirable place to live, work and enjoy our quality lifestyle. We look forward to having you and your guest attend this year's event.

Please RSVP by May 2<sup>nd</sup>, 2011, either by calling City Hall (748-7570) or submitting the form included below.

Yours sincerely,

Gary Skalko  
Mayor, City of Mountain Iron

**PLEASE RSVP BY MAY 2<sup>ND</sup>, 2011**

\_\_\_\_\_ I/we will be attending      \_\_\_\_\_ I/we will not be attending

Name of Volunteer: \_\_\_\_\_

Name of Guest: \_\_\_\_\_

A BUFFET DINNER WILL BE SERVED BY  
B.G.'S BAR AND GRILL

Did the City of Mtn. Iron  
contact you about catering  
this?

If not --- call Mayor Skalko  
at 735-8668