

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, MAY 4, 2009 - 6:30 P.M.
A G E N D A**

- I. Roll Call
 - II. Reconvene the April 21, 2009, Board of Review Meeting
 - III. Consent Agenda
 - A. Minutes of the April 15, 2009, Special Meeting (#1)
 - B. Minutes of the April 20, 2009, Regular Meeting (#2-13)
 - C. Minutes of the April 21, 2009, Board of Review Meeting (#14)
 - D. Communications (#59)
 - E. Receipts
 - F. Bills and Payroll
 - IV. Public Forum
 - A. Public Hearing – Mill Avenue (#15-16)
 - V. Committee and Staff Reports
 - A. Mayor’s Report
 - 1. Unity Second Addition Lots (#17)
 - B. City Administrator’s Report
 - 1. IRR Public Works Grant (#18-24)
 - 2. CDBG Application (#25-32)
 - C. Director of Public Works Report
 - 1. Large Trash Pickup (#33-34)
 - 2. Accounts Receivable Payment Policy (#35-36)
 - D. Sheriff’s Department Report
 - E. City Engineer’s Report
 - F. Liaison Reports
 - VI. Unfinished Business
 - VII. New Business
 - A. Resolution Number 17-09 Grant Application (#37-46)
 - B. Resolution Number 18-09 Grant Application (#47-57)
 - C. Communications (#59)
 - D. Closed Meeting – Consider Strategies for Labor Negotiations (#58)
 - VIII. Announcements
 - IX. Adjourn
- # Denotes page number in packet

MOUNTAIN IRON CITY COUNCIL
SPECIAL MEETING
APRIL 15, 2009

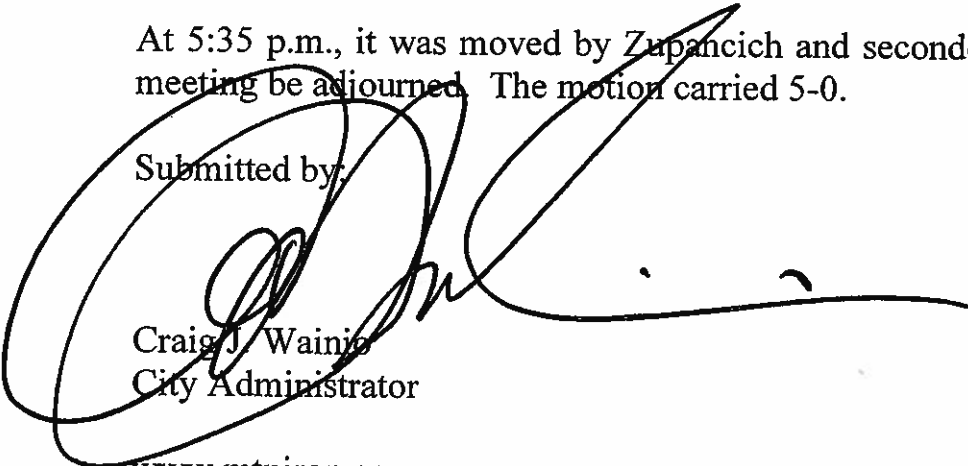
Mayor Skalko called the City Council meeting to order at 4:03 p.m. with the following members present: Joe Prebeg, Jr., Alan Stanaway, Anthony Zupancich, Ed Roskoski, and Mayor Gary Skalko. Also present was: Craig Wainio, City Administrator; Donald Kleinschmidt, Director of Public Works; Louis Russo, Russo Consulting; Mick Giblin, Greater Minnesota Agency; and Mike Grahek, Northeast Service Cooperative.

It was moved by Zupancich and seconded by Prebeg to recess the regular meeting and enter into a closed session to discuss contract negotiations strategies with AFSCME Local Union #453. The motion carried 5-0.

It was moved by Zupancich and seconded by Roskoski to close the closed meeting and reconvene the open meeting. The motion carried 5-0.

At 5:35 p.m., it was moved by Zupancich and seconded by Prebeg that the meeting be adjourned. The motion carried 5-0.

Submitted by:



Craig J. Wainio
City Administrator

www.mtniron.com

MINUTES
MOUNTAIN IRON CITY COUNCIL
APRIL 20, 2009

Mayor Skalko called the City Council meeting to order at 6:31 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Alan Stanaway, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Anderson, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; Rod Flannigan, City Engineer; and Sam Aluni, City Attorney.

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

1. Add the following item to the agenda:
IV. H. Unity Sign Request
2. Approve the minutes of the April 6, 2009, regular meeting as submitted.
3. That the communications be accepted, placed on file, and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period April 1-15, 2009, totaling \$110,180.09, (a list is attached and made a part of these minutes).

The motion carried.

It was moved by Prebeg and seconded by Zupancich to approve the following:

5. To authorize the payments of the bills and payroll for the period April 1-15, 2009, totaling \$311,955.46, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, several members of the Mountain Iron-Buhl Archery Team were present and were requesting City financial support towards their trip to the National competition in Kentucky with 15 high school and six elementary students attending.

It was moved by Prebeg and seconded by Skalko to donate \$500 to the Archery Club for their trip to the National competition in Kentucky with the funds being expended from the Charitable Gambling Fund. The motion carried unanimously on a roll call vote.

The Mayor updated the Council on the following:

- Light Bulbs. He advised the Mountain Iron residents to pick up their light bulbs at the Mountain Iron City Hall. He stressed that the light bulb giveaway is not just for residential electric customers, but for all residential utility customers.
- Saint Louis County Project. The County Road 7 and County Road 102 Project have officially been approved by the Saint Louis County Board.

- Railroad Crossing on Unity Drive. He advised the Council that Canadian National Railroad should be beginning work on the crossing.
- Wind Energy Project. The Economic Development Authority (EDA) is still progressing with the project in White Township with some bills in the Senate and House waiting for approval. He said that Barb Fivecoate, member of the EDA, went with Gary Cerkvenik and spoke at the Senate Hearing.
- Matt Niskanen. He expressed congratulations to Mr. Niskanen for playing his 2nd year with the NHL team the Dallas Stars. He also said that Mr. Niskanen would be playing at the World Championship for Team USA in Switzerland.

It was moved by Zupancich and seconded by Skalko to authorize a \$500 donation towards the Dan Zamlen Search with the funds being expended from the Charitable Gambling Fund. The motion carried unanimously on a roll call vote.

The Mayor said that their thoughts and prayers were with the family of Dan Zamlen.

It was moved by Stanaway and seconded by Zupancich to authorize the agreement with Van Iwaarden Associates to complete a disclosure of financial obligations relating to other post-employment benefits (OPEB) for the City of Mountain Iron. The motion carried unanimously on a roll call vote.

The City Administrator updated the Council on the following:

- Mountain Manor Project. The project was almost complete. The apartment should be available to rent on May 1, 2009.
- USDA/Wastewater Treatment Plant Funding. He met with the USDA and they said that the City would not qualify for their program because of the low sewer rate structure. He also said that the City would qualify for a loan.
- IRRR Programs. Looking for general public works program to apply for grant funding.

The Council discussed the Unity Second Addition sign located at the intersection of Highway 169 and Emerald Avenue stating that the sign was not readable. The City Administrator said that the contractor would be coming back to repaint the sign.

It was moved by Zupancich and seconded by Roskoski to adopt Ordinance Number 04-09, Franchise Agreement, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Stanaway to adopt Resolution Number 15-09, accepting the bid on the Agate Street Storm Sewer Replacement Project, (a copy is attached and made a part of these minutes). The motion carried with Roskoski voting no.

It was moved by Roskoski and seconded by Zupancich to adopt Resolution Number 16-09, accepting the report on the Mill Avenue Project, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Stanaway and seconded by Prebeg to award the bid for the Final Clarifier Equipment for the Wastewater Treatment Plant to Walker Process Equipment for their low bid of \$149,300.00. The motion carried with Roskoski voting no.

It was moved by Stanaway and seconded by Zupancich to authorize change order number three to H. G. Harvey Constructors Incorporated to increase the contract for the Mountain Manor apartment remodel by \$720.00 making the total contract \$90,730.00. The motion carried.

It was moved by Roskoski and seconded by Zupancich to adopt the proposed summer employment program as presented by Staff, with the specifics noted in the placed ads, and all classes of pay to be part of this motion. Before anyone is hired, a complete list of accepted candidates will be presented to the City Council for prior approval. The motion carried with Prebeg voting no.

The Council did not go into a closed session to discuss labor negotiations.

At 7:26 p.m., it was moved by Roskoski and seconded by Skalko that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC/MMCA
Municipal Services Secretary

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COMMUNICATIONS

1. Bush Memorial, a letter advising the City of the funds raised for the Virginia Regional Medical Center Diabetes Center at the February 21, 2009 fundraiser.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	95,126.96
METER DEPOSITS	ELECTRIC	1,400.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	324.89
CAMPGROUND RECEIPTS	FEES	910.00
BUILDING RENTALS	NICHOLS HALL	100.00
TAXES	MISCELLANEOUS TAXES	2,657.08
MISCELLANEOUS	REIMBURSEMENTS	2,870.41
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	700.00
LICENSES	ANIMAL	20.00
MISCELLANEOUS	ASSESSMENT SEARCHES	10.00
BUILDING RENTALS	COMMUNITY CENTER	625.00
BUILDING RENTALS	SENIOR CENTER	80.00
CD INTEREST	CD INTEREST 301	764.39
CD INTEREST	CD INTEREST 101	84.93
CD INTEREST	CD INTEREST 378	191.09
CD INTEREST	CD INTEREST 602	67.94
CD INTEREST	CD INTEREST 603	80.70
CHARGE FOR SERVICES	SEWER-CHARGE FOR SERVICES	632.62
LICENSES	LIQUOR	75.00
COPIES	COPIES	2.75
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	66.94
METER DEPOSITS	WATER	40.00
FINES	CRIMINAL	1,525.68
MISCELLANEOUS	MISC. INCOME-ELECTRIC ACCT	1,823.71
Summary Totals:		<u>110,180.09</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/09	04/15/2009	137827	130011	MOUNTAIN IRON POSTMASTER	603-20200	327.66
04/09	04/21/2009	137828	10056	A T & T MOBILITY	101-20200	1,034.16
04/09	04/21/2009	137829	10008	AIRGAS NORTH CENTRAL	604-20200	132.06
04/09	04/21/2009	137830	403	AMBER BURIA	604-20200	135.97
04/09	04/21/2009	137831	130017	AMERICAN BANK	101-20200	307.87
04/09	04/21/2009	137832	410	ANNI ERICKSON	101-20200	200.00
04/09	04/21/2009	137833	10060	ARNESSEN PLUMBING & HEATING INC	101-20200	230.87
04/09	04/21/2009	137834	10001	ARROWHEAD ECONOMIC OPPORTUNI	604-20200	618.02
04/09	04/21/2009	137835	20022	BENCHMARK ENGINEERING INC	602-20200	10,314.33
04/09	04/21/2009	137836	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	2,117.43
04/09	04/21/2009	137837	405	BRYAN MCCLOUD	604-20200	114.06
04/09	04/21/2009	137838	404	CARE PARTNERS	604-20200	328.61
04/09	04/21/2009	137839	30017	CARQUEST (MOUNTAIN IRON)	101-20200	452.01
04/09	04/21/2009	137840	30020	CLAREY'S SAFETY EQUIPMENT INC	101-20200	31.35
04/09	04/21/2009	137841	414	DAN ZAMLEN BENEFIT	230-20200	500.00
04/09	04/21/2009	137842	40013	DR MATTHEW A GAHN	101-20200	342.00
04/09	04/21/2009	137843	500012	ERA LABORATORIES INC	602-20200	413.80
04/09	04/21/2009	137844	60002	FENA ADVERTISING	101-20200	900.10
04/09	04/21/2009	137845	60038	FLEET SERVICES	101-20200	3,800.93
04/09	04/21/2009	137846	407	GREG SERTICH	604-20200	95.16
04/09	04/21/2009	137847	70029	GUARDIAN PEST CONTROL INC	101-20200	70.45
04/09	04/21/2009	137848	80022	HAWKINS INC	602-20200	922.78
04/09	04/21/2009	137849	80004	HEISEL BROS PLUMBING	101-20200	505.98
04/09	04/21/2009	137850	80010	HOMETOWN ELECTRIC	101-20200	6,420.04
04/09	04/21/2009	137851	90010	INTERNATIONAL INSTITUTE OF	101-20200	125.00
04/09	04/21/2009	137852	406	JENNIFER GORDER	604-20200	168.34
04/09	04/21/2009	137853	110002	KRBT-AM	101-20200	40.00
04/09	04/21/2009	137854	120006	L & M SUPPLY	101-20200	571.42
04/09	04/21/2009	137855	120003	LEAGUE OF MINNESOTA CITIES	601-20200	10.00
04/09	04/21/2009	137856	402	MELISSA CHERRO	604-20200	93.49
04/09	04/21/2009	137857	130004	MESABI DAILY NEWS	101-20200	1,504.93
04/09	04/21/2009	137858	412	MESSIAH LUTHERAN CHURCH	101-20200	200.00
04/09	04/21/2009	137859	130141	MIB ARCHERY	230-20200	500.00
04/09	04/21/2009	137860	413	MIB RANGERS HOOP CLUB	101-20200	200.00
04/09	04/21/2009	137861	140026	MINNESOTA ENERGY RESOURCES	101-20200	5,847.69
04/09	04/21/2009	137862	130009	MINNESOTA POWER	604-20200	70,546.60
04/09	04/21/2009	137863	130059	MINNESOTA POWER	604-20200	487.50
04/09	04/21/2009	137864	130067	MINNESOTA REVENUE	602-20200	1,450.00
04/09	04/21/2009	137865	130015	MOUNTAIN IRON PUBLIC UTILITIES	603-20200	13,295.50
04/09	04/21/2009	137866	130125	MUNICIPAL EMERGENCY SERVICES	101-20200	1,505.24
04/09	04/21/2009	137867	411	NATURAL HARVEST FOOD CO-OP	101-20200	200.00
04/09	04/21/2009	137868	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	45,107.74
04/09	04/21/2009	137869	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	233.77
04/09	04/21/2009	137870	140055	NORTHERN VISUAL SERVICES	101-20200	210.00
04/09	04/21/2009	137871	40032	OFFICE OF ENTERPRISE TECHNOLOG	101-20200	438.48
04/09	04/21/2009	137872	160003	PERPICH TV & MUSIC INC	604-20200	292.82
04/09	04/21/2009	137873	170001	QWEST	101-20200	456.60
04/09	04/21/2009	137874	180004	RANGE COOPERATIVES	604-20200	52.19
04/09	04/21/2009	137875	180052	REED BUSINESS INFORMATION	602-20200	157.44
04/09	04/21/2009	137876	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	35,833.00
04/09	04/21/2009	137877	408	STEPHEN ERKLOUTS	604-20200	91.36
04/09	04/21/2009	137878	409	TRAVIS OR LINDSEY KOZUMPLIK	101-20200	200.00
04/09	04/21/2009	137879	200036	TRITEC OF MINNESOTA INC	101-20200	138.45
04/09	04/21/2009	137880	210010	ULLAND BROTHERS INC	601-20200	360.50
04/09	04/21/2009	137881	220020	VISA OR AMERICAN BANK CC PMT	101-20200	7,115.61
04/09	04/21/2009	137882	230028	WISCONSIN ENERGY CONSERVATION	604-20200	577.10
04/09	04/22/2009	137883	130011	MOUNTAIN IRON POSTMASTER	604-20200	464.12

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
Totals:						<u>218,790.53</u>
				Payroll-PP Ending 4/17/09		<u>82,934.25</u>
				Electronic Trans.-Sales Tax 4/20/09		<u>10,230.68</u>
				TOTAL EXPENDITURES		<u>\$311,955.46</u>



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

ORDINANCE NUMBER 04-09

GRANTING TO MINNESOTA POWER, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE TO CONSTRUCT AND MAINTAIN AN ELECTRIC DISTRIBUTION AND/OR TRANSMISSION SYSTEM WITHIN THE CITY OF MOUNTAIN IRON, MINNESOTA

SECTION 1. ADOPTION OF FRANCHISE

- 1.1 **Grant of Franchise.** The City of Mountain Iron hereby grants to Minnesota Power, its successors and assigns, (hereinafter referred to as "Company") the right to enter upon and construct, operate and maintain upon the streets, alleys, highways and public grounds of the City, poles, wires, conductors, lines, cables, insulators, communication lines, bases, crossarms, braces, lamps, conduits, underground cables, transformers, and other usual appurtenances and appliances for transmitting and distributing electric power and energy, and for other compatible uses and applications, including but not limited to transmission of data and other information, telecommunications, and electric load dispatch and control. This Ordinance shall remain in effect for a period of twenty (20) years from and after passage of this Ordinance.
- 1.2 **Extension of Franchise.** The term of this franchise will automatically extend for successive one (1) year periods unless written notice of termination is provided by either party to the other at least ninety (90) days before the end of the then-current term.

SECTION 2. OPERATIONS; REGULATIONS.

- 2.1 **Provision of Service.** In consideration for the right to use the streets, alleys, highways and public grounds, the Company shall be prepared to and shall furnish twenty-four (24) hour, continuous electric service to consumers in that part of the Company's service territory that is located within the City, including the City, unless prevented by causes not within the Company's reasonable control.
- 2.2 **Regulations.** The services to be provided and the rates to be charged by the Company are subject to the laws of the State of Minnesota; and the rates, rules and regulations established from time to time by the Company, federal laws and regulations, and/or the Minnesota Public Utilities Commission (the "Commission").
- 2.3 **Standard of Care.** All poles, wires and other appliances shall be constructed and maintained by Company in as safe and secure a manner as reasonably possible; in such a manner so as not to unnecessarily interfere with the public use of the said streets, alleys, highways and public grounds; and subject to reasonable regulation by the City.

- 2.4 Tree Trimming. The Company may trim, remove, or apply herbicides to, any trees, shrubs and other vegetation in the streets, alleys, highways and public grounds of the City that interfere with the proper construction, operation, repair or maintenance of any of the Company's facilities.
- 2.5 Notice of Improvements. The City will give the Company reasonable advance written notice of plans for improvements to streets, alleys, highways or public grounds of the City where the City has reason to believe that the Company's facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements, (ii) the streets, alleys, highways and public grounds of the City upon which the improvements are to be made, (iii) the extent of the improvements, (iv) the time when the City will start the work, and (v) the order in which the work is to proceed.
- 2.6 Vacation of Public Ways. The City must give the Company at least two (2) weeks notice, or such other notice as required by Minnesota law, of the proposed vacation of a public street, alley, or highway. The vacation of a public street, alley, or highway does not deprive the Company of its rights to operate and maintain the Company's facilities until the reasonable cost of relocating the same and the loss and expenses resulting from such relocation are first paid to Company by City. The City has the option, but not the obligation to specifically preserve a right-of-way in the manner permitted by Minnesota Statutes Section 160.29.
- 2.7 Other Property Rights of Company. The provisions of this Ordinance apply only to Company facilities constructed in reliance on this franchise and the Company does not waive or modify its rights under any easement, prescriptive right, state or county permit, or other real property interests that Company may have in any public way or in any public ground.

SECTION 3. INDEMNIFICATION

- 3.1 Liability of the City. The City shall in no way be liable or responsible for any accident or damage that may occur in the construction, operation and maintenance by the Company of its lines and appurtenances hereunder, except to the extent caused by the City.
- 3.2 Indemnification by Company. The acceptance of this Ordinance shall be deemed an agreement on the part of the Company to indemnify the City and hold it harmless against any and all liability, loss, damage or expense which may accrue to the City by reason of the neglect, default or misconduct of the Company in the construction, operation or maintenance of its facilities hereunder.

SECTION 4. FRANCHISE FEE

- 4.1 Separate Ordinance. During the term of the franchise hereby granted the City may require a franchise fee to be paid by the Company on its retail operations within the City in accordance with Minn. Stat. Section 216B.36. In the event the City determines that it wishes to proceed to implement such a fee, the City shall notify the Company and arrange to meet with representatives of the Company to discuss its plans for doing so and shall provide such representatives an opportunity to explain the impacts that such a fee would have on each rate class within the City. Any franchise fee must be imposed by a separate ordinance adopted by

the City Council, which ordinance may not become effective until at least thirty (30) days after the issuance of a written order from the Commission authorizing the Company to incorporate such fee within its rate schedule and thereby pass along the costs of such fee to Company's customers located within the City. The Company agrees to use its commercially reasonable efforts to obtain such Commission authorization.

- 4.2 Calculation of Fee. The City may impose the franchise fee The City may impose a franchise fee in any manner as provided for in Minnesota Statutes.
- 4.3 Collection of the Fee. The franchise fee will be payable not less often than quarterly during complete billing months of the period for which payment is to be made. The total amount of the franchise fee may not exceed the total amount that the Company may legally collect from its customers in relation thereto. The amount and origin of the fee will be separately identified on the Company's bills to its customers. The Company shall pay the City the franchise fee based upon the surcharge billed, subject to subsequent reductions to account for uncollectibles or customer refunds and as also reduced by the Company's reasonable out-of-pocket expenses incurred in connection with the imposition and collection of the franchise fee. The time and manner of collecting the franchise fee are subject to the approval of the Commission. The Company agrees to make available for inspection by the City at reasonable times, upon fifteen (15) business days' prior notice from the City, all records necessary to audit the Company's determination of the franchise fee payments.
- 4.4 Change in Fee. The franchise fee formula may be changed by ordinance from time to time; however, each change must meet the procedural requirements of Section 4.1 and may not be made more often than once every five (5) years.
- 4.5 Continuation and Discontinuation of Franchise Fee. If this franchise expires and the City and the Company are unable to agree upon terms of a new franchise, the franchise fee, if any, being imposed by the City at the time this franchise expires, will remain in effect until a new franchise is agreed upon. Except in the case of the City providing electric service, if another company provides electric service to any customer located within the City without paying a franchise fee to the City, then Company shall no longer be required to pay any franchise fee. Except in the case of the City providing electric service, the requirement that the Company pay a franchise fee will be reinstated only when equivalent franchise fees are imposed upon all electric service providers within the City. Company shall not be required to retroactively bill customers or otherwise compensate City for any fees which, but for this Section 4.5, would have been collected.

SECTION 5. PREVIOUS FRANCHISES SUPERSEDED

This Ordinance supersedes and cancels the City of Mountain Iron Ordinance No. 64, dated April 3, 1989, granting a permit to Company, which Ordinance was entitled "An Ordinance granting to Minnesota Power & Light Company, its successors and assigns, the right to construct and maintain an electric distribution and transmission system within the City of Mountain Iron, Minnesota." In the event that a provision of any other city ordinance conflicts with the provision of this Ordinance, the provisions of this Ordinance shall prevail.

SECTION 6. MEDIATION

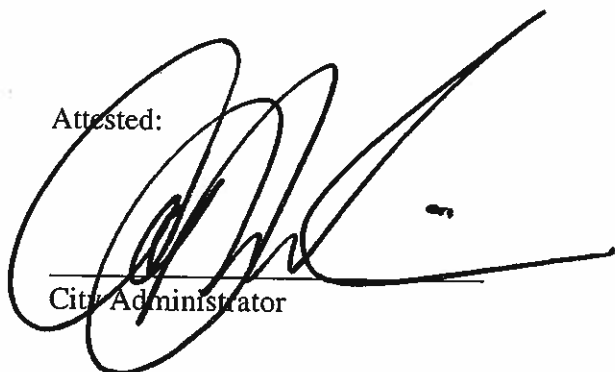
The parties agree to promptly submit to mediation (within ten (10) working days of reaching an impasse) any dispute or controversy arising under this agreement that cannot be resolved by the parties through direct communication without mediation. The parties further agree to mediate in good faith. The mediator to be selected shall be listed on the Minnesota Roster of Neutrals and shall either be selected by the mutual agreement of the parties or by each party submitting a list of up to three (3) qualified mediators and then alternately striking names. The parties shall flip a coin to determine which party shall strike the first name. The parties shall equally share the costs of mediation. This procedure shall be followed before either party may file an action/complaint with a court of competent jurisdiction or any regulatory agency.

SECTION 7. EFFECTIVE DATE.

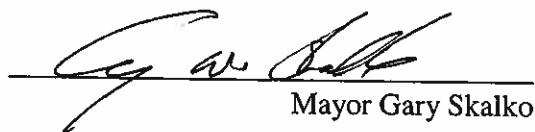
This Ordinance shall be effective according to State Statute.

DULY ADOPTED BY THE CITY COUNCIL THIS 20th DAY OF APRIL, 2009.

Attested:



City Administrator



Mayor Gary Skalko

The provisions of the foregoing Ordinance are hereby accepted:

DATED _____, 2009.

MINNESOTA POWER

By: _____
Its Vice President

By: _____
Its Secretary



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 15-09

ACCEPTING BID

WHEREAS, pursuant to an advertisement for bids for the improvement of the entire length of Agate Street by replacement of storm sewer, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Ulland Brothers	\$86,460.00
Hammerlund Construction	\$64,576.55
Bougalis Construction	\$73,702.50
Casper Construction	\$71,932.00
Utility Systems of America	\$64,240.50
Hibbing Excavating	\$66,146.00
C&C Winger	\$90,787.00
Jola & Sopp Excavating	\$69,719.00
Mesabi Bituminous	\$54,937.00
KGM Contractors	\$67,501.50
Construction Services	\$89,382.00
Rahm Construction	\$78,000.00
Low Impact Excavators	\$107,038.40

AND WHEREAS, it appears that Mesabi Bituminous of Gilbert, Minnesota is the lowest responsible bidder,

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into the attached contract with Mesabi Bituminous of Gilbert, Minnesota in the name of the City of Mountain Iron for the improvement of the entire length of Agate Street by replacement of storm sewer according to the plans and specifications therefore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

DULY ADOPTED BY THE CITY COUNCIL THIS 20th DAY OF APRIL, 2009.

ATTEST:



City Administrator



Mayor Gary Skalko



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 16-09

RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to Resolution Number 14-09 of the City Council adopted April 6, 2009, a report has been prepared by Benchmark Engineering with reference to the improvement of Mill Avenue between the centerline of Agate Street and the centerline of Mountain Avenue by overlayment and this report was received by the City Council on April 20, 2009, and

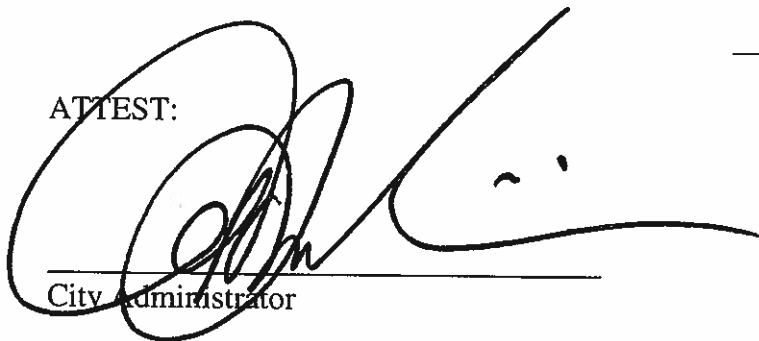
WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; and the estimated cost of the improvement as recommended.

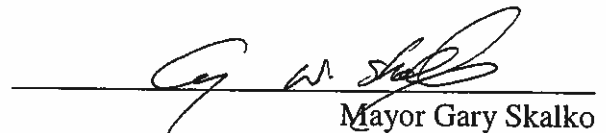
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA:

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 \$45,000.
2. A public hearing shall be held on such proposed improvement on the 4th day of May, 2009, 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 20th DAY OF APRIL, 2009.

ATTEST:



City Administrator

Mayor Gary Skalko

MINUTES
MOUNTAIN IRON CITY COUNCIL
BOARD OF REVIEW
APRIL 21, 2009

Mayor Skalko called the meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Alan Stanaway, Ed Roskoski, and Mayor Gary Skalko. Also present were: Jill M. Anderson, Municipal Services Secretary; Cindy Okstad, Principal Appraiser; and Noah Mittlefehldt, Residential Appraiser for Saint Louis County.

The Principal Appraiser spoke and advised the Council that she completes the commercial, industrial, and mining property appraisals within the City of Mountain Iron. She said that there were no commercial properties re-evaluated in Mountain Iron.

The Residential Appraiser spoke and advised the Council that there were no changes in the overall level of assessments in the City of Mountain Iron from the previous year. He stated that only new construction and demolitions on properties were adjusted in Mountain Iron over the past year. He also said that a full appraisal is completed every five years, and the last complete assessment was completed in 2006. He also said that all of the agricultural properties are being reclassified. He said that the 2008 legislature changed how agriculture property was classified. Agricultural property must now have productive acreage on their farm and on the parcels surrounding their farm.

Mel Anderson, 4971 Highway 7, Mountain Iron, Parcel Code 175-0071-03798, the valuation went from \$189,500 in 2007 to \$200,900 in 2009. He requested that the valuation be lowered.

It was moved by Skalko and seconded by Zupancich to direct the Saint Louis County Residential Appraiser to re-evaluate parcel 175-0071-03798. The motion carried.

A letter was received from **Ken Kirchenwitz, Mashkenode Lake, Parcel Code 175-0067-00050**, requested that an adjustment be made on the valuation of his property.

It was moved by Zupancich and seconded by Stanaway to direct the Saint Louis County Residential Appraiser to re-evaluate parcel 175-0067-00050. The motion carried.

The Saint Louis County Principal Appraiser advised the Board that an adjustment needs to be made on the Star Homes and Builders property, Parcel Code 175-0071-00950, because the remaining building on their property should be listed as inventory.

It was moved by Stanaway and seconded by Skalko to accept the recommendation of the Saint Louis County Principal Appraiser and remove the building valuation of \$80,200 on Parcel 175-0071-00950, making the total valuation \$75,200. The motion carried.

At 7:30 p.m., it was moved by Zupancich and seconded by Stanaway to recess the Board of Review meeting until Monday, May 4, 2009 at 6:30 p.m. The motion carried.

Submitted by:



Jill M. Anderson, CMC/MMCA
Municipal Services Secretary

www.mtniron.com

Notice is hereby given that the City Council of Mountain Iron will meet in the Mountain Iron Room of the Community Center at 6:30 p.m. on May 4, 2009, to consider the making of Improvement Number MI09-09, the improvement of Mill Avenue between the centerline of Agate Street and the centerline of Mountain Avenue by overlayment, pursuant to Minn. Stat. §§ 429.011 to 429.111. The area proposed to be assessed for such improvement is abutting property owners. The estimated cost of the improvement is \$45,000. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

City Administrator

Parcel Code	Name	Address	City	Front Footage	Total	Assessment Amount	Per Foot
175-0020-00020	CVAR THOMAS	PO BOX 22	MTN IRON MN 55768	25	\$45,000.00	\$ 970.94	\$ 38.84
175-0020-00030	BUBASH MARION J	5723 MILL AVE	MTN IRON MN 55768	50	\$ 2,589.17	\$ 1,941.88	\$ 38.84
175-0020-00040	SCINTO ROBERTA L	PO BOX 242	MTN IRON MN 55768	50	\$ 2,589.17	\$ 1,941.88	\$ 38.84
175-0020-00050	SCINTO ANTHONY R & ROBERTA L	PO BOX 242	MTN IRON MN 55768	30	\$ 1,553.50	\$ 1,165.13	\$ 38.84
175-0020-00055	SCINTO ANTHONY R & ROBERTA L	PO BOX 242	MTN IRON MN 55768	150.16	\$ 7,775.79	\$ 5,831.84	\$ 38.84
175-0020-00070	OVESON SEAN & SELA	5711 MOUNTAIN AVE	MTN IRON MN 55768	68.775	\$ 3,561.40	\$ 2,671.05	\$ 38.84
175-0020-00080	OVESON SEAN M	5711 MOUNTAIN AVE	MTN IRON MN 55768	60.27	\$ 3,120.98	\$ 2,340.74	\$ 38.84
175-0020-00090	HALL ROBERT C JR	PO BOX 243	MTN IRON MN 55768	50	\$ 2,589.17	\$ 1,941.88	\$ 38.84
175-0020-00100	HALL ROBERT C JR	PO BOX 243	MTN IRON MN 55768	50	\$ 2,589.17	\$ 1,941.88	\$ 38.84
175-0020-00110	GAMS LEE C	5717 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 2,589.17	\$ 1,941.88	\$ 38.84
175-0020-00120	PERNAT JOSEPH C	5719 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 2,589.17	\$ 1,941.88	\$ 38.84
175-0020-00130	KENYON DAVID D & TRACY	5721 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 2,589.17	\$ 1,941.88	\$ 38.84
175-0020-00140	MCGREGOR DAVID	BOX 313	MTN IRON MN 55768	25	\$ 1,294.58	\$ 970.94	\$ 38.84
175-0070-01220	City of Mountain Iron	8586 Enterprise Drive S	MTN IRON MN 55768	159.8	\$ 8,274.98	\$ 6,206.24	\$ 38.84
				869.005	\$45,000.00	\$ 33,750.00	

Parcel Code	Name	Address	City	Front Footage	Total	Assessment Amount	Per Foot
175-0020-00020	CVAR THOMAS	PO BOX 22	MTN IRON MN 55768	25	\$28,000.00	\$ 604.14	\$ 24.17
175-0020-00030	BUBASH MARION J	5723 MILL AVE	MTN IRON MN 55768	50	\$ 1,611.04	\$ 1,208.28	\$ 24.17
175-0020-00040	SCINTO ROBERTA L	PO BOX 242	MTN IRON MN 55768	50	\$ 1,611.04	\$ 1,208.28	\$ 24.17
175-0020-00050	SCINTO ANTHONY R & ROBERTA L	PO BOX 242	MTN IRON MN 55768	30	\$ 966.62	\$ 724.97	\$ 24.17
175-0020-00055	SCINTO ANTHONY R & ROBERTA L	PO BOX 242	MTN IRON MN 55768	150.16	\$ 4,838.27	\$ 3,628.70	\$ 24.17
175-0020-00070	OVESON SEAN & SELA	5711 MOUNTAIN AVE	MTN IRON MN 55768	68.775	\$ 2,215.98	\$ 1,661.99	\$ 24.17
175-0020-00080	OVESON SEAN M	5711 MOUNTAIN AVE	MTN IRON MN 55768	60.27	\$ 1,941.95	\$ 1,456.46	\$ 24.17
175-0020-00090	HALL ROBERT C JR	PO BOX 243	MTN IRON MN 55768	50	\$ 1,611.04	\$ 1,208.28	\$ 24.17
175-0020-00100	HALL ROBERT C JR	PO BOX 243	MTN IRON MN 55768	50	\$ 1,611.04	\$ 1,208.28	\$ 24.17
175-0020-00110	GAMS LEE C	5717 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 1,611.04	\$ 1,208.28	\$ 24.17
175-0020-00120	PERNAT JOSEPH C	5719 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 1,611.04	\$ 1,208.28	\$ 24.17
175-0020-00130	KENYON DAVID D & TRACY	5721 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 1,611.04	\$ 1,208.28	\$ 24.17
175-0020-00140	MCGREGOR DAVID	BOX 313	MTN IRON MN 55768	25	\$ 805.52	\$ 604.14	\$ 24.17
175-0070-01220	City of Mountain Iron	8586 Enterprise Drive S	MTN IRON MN 55768	159.8	\$ 5,148.88	\$ 3,861.66	\$ 24.17
				869.005	\$28,000.00	\$ 21,000.00	

COUNCIL LETTER 050609-IVA1

MAYOR SKALKO

UNITY SECOND ADDITION

DATE: April 29, 2009

FROM: Gary Skalko
Mayor

Craig J. Wainio
City Administrator

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

Run another advertisement in the Mesabi Daily News for the Unity Second Addition lots.



Public Works Grants

Guidelines and Application Manual

April 2009

For More Information Contact:

Dick Walsh
Iron Range Resources
Community Development Division
4261 Hwy 53 South
P.O. Box 441
Eveleth, Minnesota 55734-0441

218-744-7345
1-800-765-5043 Ext. 345
218-744-7402 (Fax)
Dick.Walsh@state.mn.us
www.ironrangeresources.org

PURPOSE

Public Works Infrastructure grants provide funds for cities and townships that can be used specifically for infrastructure needs or healthcare capital projects that support community and economic development.

I. APPLICANT ELIGIBILITY

Eligible applicants include cities and townships in the region statutorily defined as the Taconite Assistance Area (TAA) M.S. §273.1341. A non-profit organization, utility, department, board or other public entity may apply through the city or township in which it is located.

II. PROJECT ELIGIBILITY

Eligible projects are publicly owned infrastructure to a development or a potential development, health and safety infrastructure improvements, and healthcare capital projects; including wastewater collection and treatment, drinking water, storm sewers, utility extensions, site improvements, streets, airport infrastructure and healthcare capital projects that support community business development or address a health and safety issue.

III. FUNDING

The maximum grant award is subject to change depending on Iron Range Resources FY10 funding. It is the intent of Iron Range Resources to limit grant awards to a maximum of \$350,000; however, the agency reserves the right to grant awards higher than this amount should circumstances warrant.

IV. EVALUATION AND CRITERIA

(A) ECONOMIC IMPACT – *Priority #1*

The proposed project should demonstrate its economic impact in the following areas:

- Adding new development
- Attracting essential services
- Attracting future development
- Attracting new investment to the area
- Broadening the local tax base
- Supporting smart growth and sustainable communities
- Correcting a water or sewer violation that is a health/safety issue or an issue that prevents capacity building
- Creating new permanent jobs or construction jobs
- Financial sustainability of the project

- Removing barriers to economic growth
- Preserving lands necessary to sustain current and future mining

(B) LEVERAGE – Priority #2

Iron Range Resources funds must be leveraged by a minimum of 1:1 from other funding sources. Development costs are part of the leverage and should be included in the budget on page 5.

(C) PROJECT READINESS – Priority #3

The project should be ready for construction within a year after the grant award. Provide a statement relating to the timely and successful implementation of the project and a statement certifying that all financing is in place.

(D) NEED – Priority #4

Provide information about the need for Iron Range Resources’ funding by addressing the following: Describe how this project will eliminate barriers to growth; To what extent does the project increase the capacity of existing resources; What will be the long-term outcomes of this project in social, economic, civic or environmental impact. For health and safety projects, tell us who will benefit and how many people will be served or impacted.

V. INELIGIBLE PROJECTS

Ineligible projects include government buildings and related infrastructure; general upgrades and maintenance; recreation; electrical distribution systems; industrial park infrastructure without a business commitment or interest; and housing infrastructure without a developer. Administrative costs, including grant writing expenses, are ineligible under this program.

VI. APPLICATION PROCESS

Once an applicant has reviewed the eligibility, identified needs, structured a project, demonstrated ability to meet the criteria and secured all necessary local authorizations, an application must be submitted to Iron Range Resources. Please submit applications to the Agency address on the front cover of this manual. Application forms are available on line at www.ironrangeresources.org.

All projects submitted for funding are evaluated on an individual basis. Applications are reviewed by internal staff and the Commissioner’s Office. **Project funding is subject to Commissioner, Board, and Governor Approval.** Projects are reviewed as to how well they address the outlined criteria which are addressed in Section IV., Evaluation and Criteria. Multiple applications from a single entity must be prioritized by the applicant.

Completed pre-applications must be submitted to Iron Range Resources by May 29, 2009. If your pre-application is accepted, you will be asked to submit a full application. The due date for full applications is July 31, 2009.

If you are successful in receiving a grant; grant outcomes and reporting requirements will be specified in the grant agreement.

The pre-application must include:

1. A completed Application Cover Sheet, page 4.
2. A narrative description that defines how the project meets the Economic Impact, Leverage, Project Readiness and Need criteria as described in Section IV. More than one narrative may be included per page.
3. A Project Budget and Timetable, page 5.

Should you be asked to submit a full application, in addition to items 1-3 above, you must also submit the following:

4. A developer's business plan with a history of the business, drawing and cost estimates and a letter of intent from the lending institution or letters of interest for potential development.
5. Engineering cost estimates and maps.
6. A recent market study for housing developments.
7. Other exhibits, reports or studies that support the application.
8. A copy of the city or township's resolution of project approval that also authorizes this application to be submitted to Iron Range Resources. A sample resolution is included on page 6.

[This section intentionally left blank]

Public Works Infrastructure Grants
Application Cover Sheet

Date Submitted: _____

Project Priority Number (if applicable): _____

Project Description: _____

Applicant's Legal Name: _____

Address: _____

Contact Person: _____

Title: _____

Phone #'s: Home: _____

Work: _____

Fax: _____

Email Address: _____

Geographic Area Served by Applicant: _____

Population Served by Applicant: _____

Applicant's Legal Representative: _____

Applicant's Governing Body (Mayor, City Council, Town Board Chairman,
Supervisors):

SIGNATURES

I declare that any statement in this application, or information provided herein is true and complete to the best of my knowledge and hereby acknowledge that I have read and understand the following statement:

"The State of Minnesota and its agents have the right to verify information provided in this application. False information, in addition to disqualifying the applicant from future consideration for financial assistance, may also subject the applicant to the penalty provision of M.S. §609.645."

Applicant:

By: _____ Title: _____ Date: _____
 Attest: _____ Title: _____ Date: _____

Project Budget and Timetable

USES	SOURCES (Be Specific)						
Detailed Project Costs	Applicant	IRR	Other	Other	Other	In-kind	Total
Development							
Infrastructure							
Site work							
Other:							
Estimated Project Costs							

Timetable

Please indicate anticipated dates for the following actions:

ACTIONS	DATE
Commencement of engineering:	
Bid Opening:	
Commencement of Construction:	
Completion of Project:	

CITY OR TOWNSHIP OF _____, MINNESOTA
RESOLUTION NO. _____

STATE OF MINNESOTA)
COUNTY OF _____)
CITY OR TOWNSHIP OF _____)

**RESOLUTION AUTHORIZING THE CITY/TOWNSHIP (OFFICIAL) TO
MAKE APPLICATION TO THE IRON RANGE RESOURCES PUBLIC WORKS
(FY10) GRANT PROGRAM FOR
(NAME OF PROJECT)**

WHEREAS THE City Council or Township Board approves of the above application because it supports community and economic development.

NOW THEREFORE BE IT RESOLVED that the City Council or Township Board of _____, Minnesota does hereby adopt this resolution.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted
this _____ day of _____.
Month/Year

Mayor or Chairman

Attest: _____
City or Township Clerk

COMMUNITY
DEVELOPMENT
BLOCK
GRANT



FY
2010

Pre-Application Guide

How to Complete the
Pre-Application for CDBG funds

St. Louis County Planning and Development
www.co.st-louis.mo.us

About the Guide

This CDBG pre-application guide is designed to assist eligible non-profit and government entities to complete the pre-application for Community Development Block Grant Funds. The guide outlines the application process and timeline and provides instruction on properly completing the pre-application form.

General Information

Introduction

The Community Development Block Grant (CDBG) program funds physical improvement, economic development, housing, and public service activities in St. Louis County. Program funds are allocated by the U.S. Department of Housing and Urban Development (HUD) through the Office of Community Planning and Development (CDP). As an entitlement county, St. Louis County distributes funds to local communities through a competitive grant application process. This process is managed by the Community Development Division of the county's Planning and Development Department.

The annual application process begins by completing the pre-application. Pre-applications are reviewed for project and applicant eligibility and eligible projects are encouraged to submit a final application. Community Development staff will provide technical assistance with final applications. A Citizens' Advisory Committee reviews the applications and provides a funding recommendation to the St. Louis County Board.

Submitting a Pre-Application

Pre-applications must be fully completed to be considered. Forms are available from Community Development Staff or through our web site: www.co.st-louis.mn.us/planning.

The digital version of the pre-application form can be filled out electronically using Adobe Acrobat and then printed for submission. The file must be opened in Adobe Acrobat (version 6 or later) or Adobe Reader (version 8 or later) in order to save changes to the form before printing. Adobe Reader is available as a free download at www.adobe.com. Be sure the form is on writable disk (generally a hard drive; not a CD ROM) before saving changes.

All pre-applications must be received by the date noted in the calendar below. All materials should be mailed or delivered to:

St. Louis County Planning & Development
Community Development Division
117 Northland Office Building
307 South First Street
Virginia, MN 55792

For assistance with the pre-application process, please call the Community Development Division at 218.749.9741.

General Information

Process Timeline

January 1 to July 30	Communities hold public hearings on community needs and priorities
April 1 & 2	CDBG Kick-Off and public hearing on program accomplishments Wednesday, April 1 -- Mt. Iron Community Center -- 1:00 pm to 3:00 pm Thursday, April 2 -- Proctor City Hall -- 1:00 pm to 3:00 pm
May 15	FY 2010 CDBG Pre-Application due in Community Development Division office by 4:30 pm
August 3	FY 2010 CDBG Final Application due in Community Development Division office by 4:30 pm
September 3	CDBG Advisory Committee meeting -- 10:00 am Applicant presentations at Mt. Iron Community Center -- 1:00 pm
September 16 & 17	CDBG Advisory Committee subcommittee interviews at Mt. Iron Community Center -- Applicant interviews individually scheduled September 16 -- Public Service Subcommittee -- 9:00 am September 16 -- Economic Development Subcommittee -- 1:00 pm September 16 -- Housing Subcommittee -- 2:00 pm September 17 -- Physical Improvement Subcommittee -- 9:00 am September 17 -- Advisory Committee receives subcommittees' report and develops <i>Initial FY 2010 Funding Recommendations</i> -- Mt. Iron Community Center -- 2:00 pm (approximately)
September 24	CDBG Advisory Committee public hearing on initial recommendations and setting of <i>Final FY 2010 Funding Recommendations</i> -- Mt. Iron Community Center -- 11:00 am
October 1 to 31	Public comment period for <i>FY 2010 Action Plan</i>
November 3	St. Louis County Board public hearing on <i>FY 2010 Action Plan</i> -- County Board sets final funding level for FY 2010 funds -- Duluth Courthouse -- 9:35 am
November 13	<i>FY 2010 Action Plan</i> submitted to HUD

Pre-Application Instructions

1

BACKGROUND

Use this section to provide basic project, organization and contact information. Note that the contact person can be different than the authorized signatory. For nonprofit organizations that have not previously received funding through St. Louis County programs, please submit a copy of your Articles of Incorporation and your IRS Letter of Tax Exemption.

2

FEDERAL OBJECTIVE

The proposed project must meet one of two indicated federal objectives. Check the one which applies to the project. If "Benefiting low/moderate income persons" is selected be sure to include the percentage of participants who qualify as low/moderate income. In the Statement of Need narrative applicants must briefly describe how their project meets the federal objective indicated. Documented proof of meeting a federal objective must be submitted with the Final Application.

Below are examples of how a project might meet the federal objective requirement:

Benefiting Low and Moderate Income Persons (LMI)

- **Jurisdiction-Wide Benefit** - At least 47.6% of the jurisdiction's residents or the residents of a defined geographic area must be of low or moderate income (defined as meeting HUD Section 8 income guidelines). Applicants may use the most recent census data or use results from an approved community survey to document LMI benefit.
- **Income or Household Direct Benefit** - Proposed project must demonstrate direct benefit to low- and moderate-income individuals or households. Funded projects must establish and maintain on file the policies and procedures used in determining income eligibility. Income verification intake forms that include income and family size of program beneficiaries must be maintained.

Addressing Slum and Blight

- Activities undertaken in support of this objective (e.g., acquisition, demolition, commercial rehabilitation, historic preservation) must be directly related to improving conditions within a specified geographic area and meet the definition of slum, blighted, deteriorated or deteriorating area under state or local law. Documentation must identify how each parcel or structure meets established criteria for slum or blight. The work to be undertaken must address the conditions which contributed to the deterioration of the area or the correction of existing code violations.

Pre-Application Instructions

3

PROJECT TYPE

Select the project type that most closely matches your proposed activity.

4

PROJECT ACTIVITIES

Check one or more of the activities for which you propose to use Community Development Block Grant funds. If the proposed activity does not appear in the list check "Other" and explain.

The following special restrictions on allowable expenses or funding availability apply.

Public Services

Priority consideration is given to public service projects that are consistent with the St. Louis County Continuum of Care strategy or targeted towards presumed-client activities. Projects must meet the following requirements:

- Focus on food, shelter, and safety from violence and abuse
- Be a core function of the agency
- Address the agency's mission
- Have a county-wide impact and not just benefit a single community

No new projects will be considered unless defined as an essential county service.

Special Economic Development

For assistance with restrictions on this activity contact the Community Development Division.

New Housing Development

Typically, CDBG funds cannot be used to pay for construction of new housing. However, provided other program requirements are met, CDBG funds may be used to support housing projects. Allowable expenses include site preparation and infrastructure placement.

Removal of Architectural Barriers

Local units of government applying under this activity must have an Americans With Disabilities Act (ADA) compliance plan and a prioritized list of corrective actions. For all applicants the following funding restrictions apply:

- A 15% (non-federal) match is required for the first \$10,000 of a project
- All costs over \$10,000 require a 50% (non-federal) match
- There is a \$100,000 cap on CDBG funds per project or community in a funding cycle

Pre-Application Instructions

Please note that the following are *generally ineligible under HUD regulations*:

- Buildings for the general conduct of government (making existing buildings accessible to people with disabilities is generally allowable; see “Removal of Architectural Barriers” above)
- Political activity
- Income payments for housings
- General government expenses
- Operating and maintenance expense
- Construction equipment and tools

5

FUNDING REQUEST

Use this section to provide a summary of the budget for your project. Please note that if you are using the fill-in form, this section will be completed automatically when you complete the budget.

6

SIGNATURE

The pre-application should be signed by an authorized executive or officer. Be sure to include the signatory's title and the date.

7

STATEMENT OF NEED

In formulating the Statement of Need narrative please keep the following questions in mind:

- What community needs will the project meet and how will the project address those needs?
- What impact will this project have in your community?
- How did you determine the priority of identified needs?

A description of community need in this section should justify the request for funding. Include any information to describe the financial and economic condition of the community that affects the listed needs. Describe the potential cost savings to the public, or the community.

Pre-Application Instructions

8

PROJECT DESCRIPTION

Provide a concise description of the project. Include information on the work to be performed, activities to be undertaken or the services to be provided with CDBG funds. Clearly explain what the project is, and be sure to include an estimated time table or implementation schedule for the project.

9

BUDGET NARRATIVE

Use the Project Budget narrative page to explain your budget and fund sources. How do you intend to leverage additional funding? What is the status of project funding from other sources? For additional funding sources listed in the "Estimated Source and Use of Funds", please include contact name(s) and phone number(s) for these sources. Also provide information on when funding applications were made, when the applications were approved or when approval is expected. Special requirements attached to these funding sources, and any other information that explains the level of commitment from other funding sources should also be included.

10

ESTIMATED SOURCE AND USE OF FUNDS

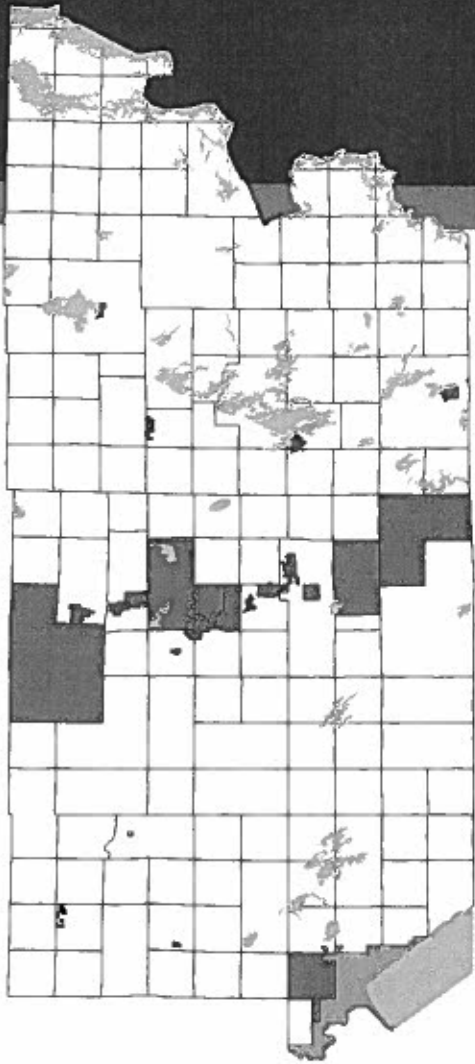
Show your proposed project budget on the Estimated Sources and Uses of Funds form. For funding from other sources be sure to include the name of the source in the space provided. Please note that if you are using the fill-in form, line and column totals are automatically calculated and transferred to the "Funding Request" section on the cover sheet.



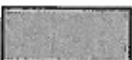
11

MAP OF PROJECT AREA

Be sure to include a map detailing the project or program area. The map should include common landmarks or other features that can orient staff to the project area.

CDBG Pre-Application Guide



-  CDBG Eligible Cities
-  CDBG Eligible Townships
-  Area Ineligible for St. Louis County CDBG Funds

Calling or Visiting Office

**St. Louis County Planning and Development
Community Development Division**
117 Northland Office Building
307 South First Street
Virginia, MN 55792
Phone: 218-749-9741
Toll Free MN: 800-450-9777
Fax: 218-749-7194

Connie Christenson
Economic Development Projects
Physical Improvement Projects
218-742-9565

Steve Nelson
Housing Projects
218-742-9561

Michael Vidmar
Public Service Projects
218-742-9564

E-Mailing

E-mail Questions:

Connie Christenson
christensonc@co.st-louis.mn.us

Steve Nelson
nelsonst@co.st-louis.mn.us

Michael Vidmar
vidmarm@co.st-louis.mn.us

Office Hours

Monday-Friday 8:00 a.m.- 4:30 p.m.

Web Resources

County Web Site: www.co.st-louis.mn.us
Department Web Site: www.co.st-louis.mn.us/planning

About the Guide

This guide is designed to provide general information about completing a pre-application for CDBG funds.

Obtaining the Guide

Copies of this guide are available free to all those interested. Requests for a large number of guides should be directed to the Community Development Division of St. Louis County Planning and Development.

Information Updates

St. Louis County strives to maintain the latest information available. If any information in this guide is incorrect or any additional information is needed, please contact the Community Development Division: 218.749-9741.

Published By

St. Louis County Planning and Development

Contact Information

St. Louis County Planning and Development
Community Development Division
218-749-9741

Toll Free Minnesota 800-450-9777
www.co.st-louis.mn.us



COUNCIL LETTER 050609-IVC1

UTILITY ADVISORY BOARD

LARGE TRASH PICKUP

DATE: April 29, 2009
FROM: Utility Advisory Board
Don Kleinschmidt
Director of Public Works

The Utility Advisory Board is recommending to the City Council approval of the large trash pickup for 2009 with the pickup fee remaining at \$10.00 per customer.

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. - 4:00 P.M. MONDAY - FRIDAY

MOUNTAIN IRON RESIDENTIAL GARBAGE CUSTOMERS

The City of Mountain Iron will be offering a large trash pickup starting Tuesday, June 2nd, 2009 through Friday, June 12th, 2009. **DUE TO AN INCREASE IN LANDFILL FEES, 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 MAY 29TH, 2009.** This service is intended for Mountain Iron residents only. **DO NOT ALLOW LARGE TRASH FROM OUTSIDE THE MOUNTAIN IRON AREA ONTO YOUR PROPERTY.** NO domestic garbage is allowed.

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 Corner Spur, Short Stop, Senior Center or in front of the City Hall by **FRIDAY, MAY 29th, 2009.** 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.

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

TUESDAY, JUNE 2nd, THROUGH FRIDAY, JUNE 5th
DOWN TOWN AREA/SOUTH GROVE/MUD LAKE ROAD
UNITY DRIVE/WOLF AREA/COUNTY ROAD 7
HIGHWAY 101/RURAL AREAS/KINROSS/SPIRIT LAKE AREA

TUESDAY, JUNE 9th, THROUGH FRIDAY, JUNE 12th
PARKVILLE AREA /STONEY BROOK/LAMBERT ADDITION
WEST VIRGINIA/WESTGATE/ANN'S ACRES/SOUTHERN DRIVE AREA

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

- Auto/truck highway tires up to 24.5"(no tractor tires, limited to 4/household), 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.**

These items **must** be curbside and separated into individual **neat** piles and ready for pickup by **7:00 a.m.** on the **first day** listed for each area.

The following materials **will not** be picked up: **No Flammable containers including Propane Tanks. No Box Springs or Mattresses. No TV sets or Computers or Computer parts. No Demolition Material (old buildings, boards, cement blocks, etc.)**

Yard Waste - must be brought to the site on Mineral Avenue between the City Garage and South Grove. You must use the Access Key Card.
Hazardous Waste Material (filled paint cans, etc.) - Call the St. Louis County Solid Waste Dept. 749-9703

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 ONLY : DRIVER'S INITIALS
DATE PICKUP COMPLETE _____
REASON TRASH WAS LEFT _____
\$10.00 FEE PAID _____

COUNCIL LETTER 050609-IVC2
UTILITY ADVISORY BOARD
CREDIT CARD PAYMENT POLICY

DATE: April 29, 2009
FROM: Utility Advisory Board
Don Kleinschmidt
Director of Public Works

The Utility Advisory Board is recommending to the City Council adoption of an Accounts Receivable Policy that would require anything in excess of \$200.00 charged on a credit card, to be charged 3% of the total bill as a fee.

ACCOUNTS RECEIVABLE PAYMENT POLICY

Policy Number 2009-02

Adopted:

The City of Mountain Iron hereby establishes that all charges and fees owed to the City, including utility bills, that are in excess of \$200.00 will be charged a fee of 3% the total amount owed if paid by credit or debit card. Charges and fees less than \$200.00 may be paid by credit or debit card with no fee. All charges and fees may be paid by cash, check, money order or direct wire transfer.

The City Administrator or Director of Public Works may waive the fee on credit or debit card use for extenuating circumstances.

COUNCIL LETTER 050609-VIIA

ADMINISTRATION

RESOLUTION NUMBER 17-09

DATE: April 29, 2009
FROM: Craig J. Wainio
City Administrator

Resolution Number 17-09 Authorizing the submission of a grant application to the Department of Employment and Economic Development's Contamination Cleanup and Investigation Program. Funding from this program will be used to further investigate the dump site located at the west end of the Nichols Park industrial area. Performing this further investigation is vital to pursue possible funding for the cleanup of this site.

It is recommended that the City Council adopt Resolution Number 17-09 as presented.



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 17-09

CITY APPROVING THE APPLICATION, COMMITTING LOCAL MATCH AND AUTHORIZING CONTRACT SIGNATURE

BE IT RESOLVED that the City of Mountain Iron has approved the Contamination Cleanup grant application submitted to the Department of Employment and Economic Development (DEED) on April 20, 2009, by the City of Mountain Iron for the Nichols Town Dump – Park Ridge Road site.

BE IT FURTHER RESOLVED that the City of Mountain Iron act as the legal sponsor for project contained in the Contamination Cleanup Grant Program to be submitted on 24th day of April 2009 and that City Administrator is 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 adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Mountain Iron has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, 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 the City of Mountain Iron certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and City Administrator is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

DULY ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF MAY, 2009.

Mayor Gary Skalko

ATTEST:

City Administrator



1st National Bank Building 332 Minnesota Street, Suite E200 St. Paul, MN 55101-1351

CONTAMINATION INVESTIGATION AND RAP DEVELOPMENT GRANT APPLICATION

Cover Page

Applicant: City of Mountain Iron

Head of Applicant Agency: Gary Skalko, Mayor

Applicant Address: 8586 Enterprise Drive South

City: Mountain Iron

Zip Code: 55768

Project Contact Person for Public Entity: Craig Wainio, City Administrator

Phone: 218-748-7570

E-mail: cwainio@ci.mountain-iron.mn.us

Mailing Address: 8586 South Enterprise Drive
Mountain Iron, MN 55768

Application Author/Preparer: Joseph Palo
Benchmark Engineering, Inc.

Phone: (218) 735-8914

E-mail: joe@bm-eng.com

Mailing Address: 8878 Main Street, P.O. Box 261
Mountain Iron, Minnesota 55768

I. SITE INFORMATION

- 1. Name of Site: Nichols Town Dump – Park Ridge Road Site
 Site Address: South side of Park Ridge Road
 City (or Township): Mountain Iron County: St. Louis County
 Acreage of Site: 2.8 Acres Sq. Ft. of Site: 122,000
 If City is applicant, what form of government? Statutory City
 Minnesota Legislative District: 5A Zip Code: 55768

- 2. A. Current property owner(s): City of Mt. Iron
 When was the property purchased? Unknown
 For what amount? Unknown, it was owned by Nichols Township prior to the merger of Nichols township and the City of Mountain Iron in the early 1970's,

- B. Who will own the site during investigation? City of Mt. Iron
 When was the property purchased? Unknown
 For what amount? Unknown, it was owned by Nichols Township prior to the merger of Nichols township and the City of Mountain Iron in the early 1970's,

- C. Who will develop the site? Lee Anderson/Husky Spring and Home on the Range LLC have expressed an interest in developing the site once cleanup occurs.
 Will the developer own the property at any time? Yes
 When will the property be purchased? After clean-up
 For what amount? TBD

- D. Who will own the project site after development? Lee Anderson/Husky Spring and Home on the Range LLC have expressed an interest in developing the site once cleanup occurs.
 When will the property be purchased? After clean-up
 For what amount? TBD

- 3. Legal description: part of the NE ¼ of the SE ¼ of Section 11, Township 58N, Range 18W, also known as Nichols Park.

II. SITE VALUE

- 4. What is the current assessed value of the site? \$69,200

5. What is the estimated assessed value of the site should contamination be found and remediation completed? \$125,000
What is the estimated assessed value of the site after redevelopment? \$200,000
- A. How were these figures determined? Experience with other land sales in the area and the estimate value of the construction of the new facility
- B. Who determined them? Craig Wainio, City Administrator, City of Mt. Iron

MAPS AND SITE FEATURES

6. Attach an accurate and legible site and location map showing locations of prominent and relevant site features such as buildings, retaining walls, etc. (NOTE: maps shall include property boundaries, a north arrow and bar scale). The map(s) should show the following:
- The current condition of the site including labeled structures;
 - The proposed development of the site including labeled structures; and
 - The suspected location(s) of contamination.
 - Adding photographs is recommended.
7. Zoning/Land use:
- A. Current: Industrial
- B. What is the expected zoning/land use after investigation and cleanup: Industrial
8. Current economic condition: Vacant Lot
9. If the site is currently developed with unoccupied buildings, how long have the buildings been vacant? Does not apply
10. Please describe the condition of any buildings on the Site: Does not apply
11. Please describe how the redevelopment of this site will spur adjacent development: The site is being investigated and redeveloped to provide opportunities for Lee Anderson/Husky Spring and Home On the Range. This property is adjacent to two areas of intense development at this time and will provide for expansions of these developments.

SITE HISTORY

12. Please attach a brief synopsis on the history and general background of this site. This includes but is not limited to former uses and occupants of the site, suspected causes of contamination, etc. Also describe the current condition of the site and include a description of existing structures and existing occupants of the site.

Based on the information provided in the Phase I Environmental Site Assessment, the City of Mt. Iron residents used the site as an open dump from 1959 to 1981 until it was closed. The former dump area was subject to unpermitted waste disposal activities and contains fill comprised of demolition waste, municipal solid waste, from residential property in the vicinity of the City of Mountain Iron. During operations, it is assumed that open burning of the waste may have occurred at the dump site.

The presence of large quantities of waste disposed over a period of 22 years, coupled with the lack of documentation regarding the type of waste disposal present a material threat of release to impact both the soil and groundwater.

The dump site is currently closed and capped with a sand and gravel cover which has established a vegetative surface. The site is not currently being used.

III. CONTAMINATION INVESTIGATION INFORMATION

Is applicant enrolled in an MPCA Program?

VIC Prog. I.D: VP
VIC Project Manager: Jonathan Smith
Phone: (218) 723-4958

Name(s) of current environmental consultant:

Consultant Company: Benchmark Engineering, Inc.
Consultant Name: Joseph Palo
Phone: (218) 735-8914

13. Current status of the investigation:

- A. Has a Phase I Environmental Site Assessment been completed? Yes, in 2009 by Benchmark Engineering, Inc. for the City of Mt. Iron. If so, attach a copy of the Phase I to this report.
- B. Do you have an MPCA approved work plan to begin implementation of a Phase II? No. Has any of the work plan been implemented? No
- C. Please provide copies of any approval and/or comment letters you have received from the MPCA VIC Program and also provide copies of any reports documenting investigation activities that have been conducted at the site to date.

14. If any soil or water samples have already been collected, briefly summarize the identified contamination at the site to date (identified compounds, concentration, etc.). Also summarize the objective of the future planned investigation.

No soil or water samples have been collected from the site. Planned investigations will identify the waste foot print, the depth of waste, the waste volume, along with any soil and groundwater impacts associated with the dump site. A combination of soil trenching and borings will be used to identify the landfill footprint and install monitoring wells to determine any groundwater impacts.

IV. COST ANALYSIS

BUDGET

15. What are the total investigation and RAP development costs? \$74,200.00
16. How much are you requesting from DEED? (This amount cannot exceed \$50,000 or 75% of the total cost, whichever is less.) \$50,000
17. Complete the budget table below. If you have already completed a portion of your investigation, you may include that cost in your budget in addition to the future investigation & RAP development costs to be incurred.

Eligible Activities for Investigation and RAP Development	% Complete	Date(s) Completed	Total Cost
MPCA VIC Application	100	April 14, 2008	\$500.00
DEED Investigation Grant Application	100	April 24, 2008	\$3,000.00
Phase II Investigation Work Plan (revise)	75%	May 9, 2008	\$2,500.00
Phase II Subsurface Investigation	0		\$28,700.00
Phase II Subsurface Investigation Report and Risk Assessment	0		\$15,000.00
Response Action Plan Development	0		\$15,000.00
Site Redevelopment Construction Contingency Plan	0		\$3,500.00
Site Health and Safety Plan	0		\$2,500.00
Project Management	0		\$3,500.00
Total - Investigation & RAP Development:			\$74,200.00

What is the breakdown of sources for the above budget?

Amount	Source
\$ 50,000	DEED
\$ 24,200	City of Mountain Iron
\$ 74,200	TOTAL

18. Are any costs listed in this budget eligible for funding from other funding sources? No other funding sources are eligible.
19. If any of the activities listed above are completed, how were those activities financed? Funded and paid by the City of Mt. Iron through general city funds.

FINANCING

20. Please submit an audit, or financial statement if an audit is not available, from the municipality in which the site is located. If this information is available electronically, you may submit the web address in lieu of a paper copy.
21. Is there a possibility that the site will be investigated without DEED money? No. Explain your answer. Due to the known condition and nature of the site, development of this parcel would not proceed because of the liability and costs to physically clean-up and then develop the site.

V. REDEVELOPMENT POTENTIAL

22. Explain the likely use of the site after investigation and cleanup. The site will have two uses. The first will be for the planned construction of a new facility for Lee Anderson's company Husky Spring. They are currently leasing space and would like their own facility. Secondly the site will be used to extend the development of Rock Ridge and new development that currently contain a Holiday Inn Express and a planned Perkins.
23. If the site will be redeveloped for residential use, provide the following data: Does not apply.
24. What are the current property taxes on the site? \$ 0
25. What are the projected property taxes for the site when the site is cleaned and developed? Estimated to be approximately \$25,000.

JOB CREATION & RETENTION

26. Project the number of new jobs created after cleanup and development of the site. (Jobs that did not exist in Minnesota prior to development.) No number on job creation is available at this time due to the preliminary nature of the project. However if the project is to be completed and the site cleaned up, new jobs will be created through the Rock Ridge/Home On the Range development.
27. Project the number of retained jobs after cleanup and development of the site. (Jobs that either existed on-site or elsewhere in Minnesota prior to development.) No number on job retention is available at this time due to the preliminary nature of the project. However if the project is to be completed and the site cleaned up, jobs will be retained through the Lee Anderson/Husky Spring development.

PROJECT SCHEDULE

- 28. Complete the following schedule indicating the month(s) and year(s) in which the proposed investigation is scheduled.

TASK	YEAR 2009												YEAR 2010												YEAR 2011															
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D							
Phase II Investigation Work Plan																																								
Phase II Subsurface Investigation																																								
Phase II Subsurface Investigation Report and Risk Assessment																																								
Response Action Plan Development																																								
Site Redevelopment Construction Contingency Plan																																								
Site Health and Safety Plan																																								

RAP completion date: July 1, 2009

VI. THIRD PARTY/COMPANY COMMITMENT INFORMATION

29. If there is a commitment from a third party to develop on the site, please complete the following:

Third Party/Company Name:

Contact Person:

Title:

Phone Number (include area code): _____ / _____ / _____

30. Please attach a commitment letter from the developer or attach other commitment documentation, such as a development agreement. (If you cannot obtain a commitment letter from the developer, please explain.) No commitment letters could be obtained due to the preliminary nature of the project and the unknown timeframe for cleanup.

VII. PAYMENT INFORMATION

Most grant payments take place through electronic funds transfer (EFT). To ensure proper payment, a Vendor Number assigned by the Minnesota Department of Finance is required.

Financial Contact Person: Craig J. Wainio, City Administrator

Telephone Number (include area code): (218) 748-7570

State of Minnesota Vendor Number: 04201700100

Federal Employer Identification Number: 41-6005398

VIII. RESOLUTIONS

34. Resolutions must be adopted prior to submission of the application package. The two required elements are:

1. A resolution from the governing body of the city where the project site is located, which approves the application.
2. A resolution from the applicant committing to the local match and authorizing contract signatures. (Note: pursuant to M.S. 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts.)

An applicant may either provide a separate resolution for each of the above, or combine them into a single resolution, as long as they include the same elements.

COUNCIL LETTER 050609-VIIB

ADMINISTRATION

RESOLUTION NUMBER 18-09

DATE: April 29, 2009
FROM: Craig J. Wainio
City Administrator

Resolution Number 18-09 Authorizing the submission of a grant application to the Department of Employment and Economic Development's Contamination Cleanup and Investigation Program. Funding from this program will be used to further investigate the dump site located on the east side of Mineral Avenue which the City is currently using as a stockpile area. Performing this further investigation is vital to pursue possible funding for the cleanup of this site.

It is recommended that the City Council adopt Resolution Number 18-09 as presented.



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 18-09

CITY APPROVING THE APPLICATION, COMMITTING LOCAL MATCH AND AUTHORIZING CONTRACT SIGNATURE

BE IT RESOLVED that the City of Mountain Iron has approved the Contamination Cleanup grant application submitted to the Department of Employment and Economic Development (DEED) on April 20, 2009, by the City of Mountain Iron for the Mountain Iron Dump site.

BE IT FURTHER RESOLVED that the City of Mountain Iron act as the legal sponsor for project contained in the Contamination Cleanup Grant Program to be submitted on 24th day of April 2009 and that City Administrator is 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 adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Mountain Iron has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, 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 the City of Mountain Iron certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and City Administrator is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

DULY ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF MAY, 2009.

Mayor Gary Skalko

ATTEST:

City Administrator



1st National Bank Building 332 Minnesota Street, Suite E200 St. Paul, MN 55101-1351

CONTAMINATION INVESTIGATION AND RAP DEVELOPMENT GRANT APPLICATION

Cover Page

Applicant: City of Mountain Iron

Head of Applicant Agency: Gary Skalko, Mayor

Applicant Address: 8586 Enterprise Drive South

City: Mountain Iron

Zip Code: 55768

Project Contact Person for Public Entity: Craig Wainio, City Administrator

Phone: 218-748-7570

E-mail: cwainio@ci.mountain-iron.mn.us

Mailing Address: 8586 South Enterprise Drive
Mountain Iron, MN 55768

Application Author/Preparer: Joseph Palo
Benchmark Engineering, Inc.

Phone: (218) 735-8914

E-mail: joe@bm-eng.com

Mailing Address: 8878 Main Street, P.O. Box 261
Mountain Iron, Minnesota 55768

I. SITE INFORMATION

1. Name of Site: Mountain Iron Dump
 Site address: East side of Country Road 102
 City: Mountain Iron County: St. Louis County
 Acreage of Site: 4 Acres Sq. Ft. of Site: 174,240
 If City is applicant, what form of government? Statutory City
 Minnesota Legislative District: 5A Zip Code: 55768

2. A. Current property owner(s): City of Mt. Iron
 When was the property purchased? 2007
 For what amount? \$10,000

- B. Who will own the site during investigation? City of Mt. Iron
 When was/will the property purchased? 2007
 For what amount? \$10,000

- C. Who will develop the site? Unavailable
 Will the developer own the property at any time? Yes
 When will the property be purchased? after clean-up
 For what amount? TBD

- D. Who will own the project site after development? Unavailable
 When will the property be purchased? after clean-up
 For what amount? TBD

3. Legal description: Part of the NE ¼ of the SW ¼ of Section 30, T58N, R18W

II. SITE VALUE

4. What is the current assessed value of the site? \$12,100

5. What is the estimated assessed value of the site should contamination be found and remediation completed? \$25,000
 What is the estimated assessed value of the site after redevelopment? \$1.5 million

- A. How were these figures determined? Experience with other land sales in the area and the estimate value of the construction of the new facility.

- B. Who determined them? Craig Wainio, City Administrator, City of Mt. Iron

MAPS AND SITE FEATURES

6. Attach an accurate and legible site and location map showing locations of prominent and relevant site features such as buildings, retaining walls, etc. (NOTE: maps shall include property boundaries, a north arrow and bar scale). The map(s) should show the following:
 - The current condition of the site including labeled structures;
 - The proposed development of the site including labeled structures; and
 - The suspected location(s) of contamination.
 - Adding photographs is recommended.
7. Zoning/Land use:
 - A. Current: Industrial
 - B. What is the expected zoning/land use after investigation and cleanup: Industrial
8. Current economic condition: Vacant lot
9. If the site is currently developed with unoccupied buildings, how long have the buildings been vacant? Does not apply
10. Please describe the condition of any buildings on the Site: Does not apply
11. Please describe how the redevelopment of this site will spur adjacent development: The site is being investigated and redeveloped to provide opportunities for renewable and sustainable energy companies to locate. The adjoining property is currently being developed as a renewable and sustainable energy park and this site will be used for additional development of the park. Once site redevelopment occurs, additional property to the east of the site will become available with direct highway and utility access.

SITE HISTORY

12. Please attach a brief synopsis on the history and general background of this site. This includes but is not limited to former uses and occupants of the site, suspected causes of contamination, etc. Also describe the current condition of the site and include a description of existing structures and existing occupants of the site.

Based on the information provided in the Phase I Environmental Site Assessment, the City of Mt. Iron residents and local business used an open dump on U.S. Steel Corporation property from 1959 to 1981 until it was closed. The former dump area was subject to unpermitted waste disposal activities and contains fill comprised of demolition waste, municipal solid waste, and industrial waste from a variety of residential and historic industrial operations in the vicinity of the City of Mountain Iron. During operations, it is assumed that open burning of the waste may have occurred at the dump site.

The presence of large quantities of waste disposed over a period of 22 years, coupled with the lack of documentation regarding the type of waste disposal along with the potential for industrial waste disposal from industrial sources in the vicinity present a material threat of release to impact both the soil and groundwater.

The dump site is currently closed and capped with a sand and gravel cover which has established a vegetative surface. The site is currently being used by the City of Mountain Iron Public Utilities Department as a lay-down yard for culverts, water pipes, light poles and road aggregate.

A similar investigation and RAP was completed and funded for redevelopment on an adjacent former dump facility by DEED. The previous implemented RAP utilized the MPCA - East Mesabi Closed Landfill as a disposal location, saving the City of Mt. Iron and the State of Minnesota over \$500,000 in tipping and transportation costs. A potential RAP scenario for this dump would be to utilize the same facility when pending post closure work to consolidate, reduce and recap the existing landfill facility is completed.

III. CONTAMINATION INVESTIGATION INFORMATION

Is applicant enrolled in an MPCA Program? Yes

VIC Prog. I.D:	VP17061
VIC Project Manager:	Jonathan Smith
Phone:	(218) 723-4958

Name(s) of current environmental consultant:

Consultant Company:	Benchmark Engineering, Inc.
Consultant Name:	Joseph Palo
Phone:	(218) 735-8914

13. Current status of the investigation:

A. Has a Phase I Environmental Site Assessment been completed? Yes

2000 - by STS Consultants, Ltd. for the MPCA –Dump Assessment Program.
 2001 - by Wenck Associates, Inc. for the City of Mt. Iron

If so, attach a copy of the Phase I to this report.

B. Do you have an MPCA approved work plan to begin implementation of a Phase II? A work plan for the Mountain Iron Dump was previously developed and approved by the MPCA as part of the DEED funded investigation completed on the City of Mt. Iron Former USX Property (VIC #: VP17060). When the investigation was started, access onto the Mountain Iron Dump site was not

allowed by the previous owner. The site has since been obtained by the City of Mt. Iron and access will no longer be an issue.

- C. Has any of the work plan been implemented? MPCA approved work plan was implemented on an adjacent property, the City of Mt. Iron former USX Property. No part of the work plan was implemented on the Mountain Iron Dump.
 - D. Please provide copies of any approval and/or comment letters you have received from the MPCA VIC Program and also provide copies of any reports documenting investigation activities that have been conducted at the site to date. The MPCA approval letter for the Phase II Subsurface Investigation Report for the City of Mt. Iron Former USX Property site is attached. References to the Mountain Iron Dump site are discussed in the correspondence as Dump 2.
14. If any soil or water samples have already been collected, briefly summarize the identified contamination at the site to date (identified compounds, concentration, etc.). Also summarize the objective of the future planned investigation. No soil or water samples have been collected from the site. Planned investigations will identify the waste footprint, the depth of waste, the waste volume, along with any soil and groundwater impacts associated with the dump site. A combination of soil trenching and borings will be used to identify the landfill footprint and install monitoring wells to determine any groundwater impacts.

IV. COST ANALYSIS

BUDGET

- 15. What are the total investigation and RAP development costs? \$74,200.00
- 16. How much are you requesting from DEED? (This amount cannot exceed \$50,000 or 75% of the total cost, whichever is less.) \$50,000
- 17. Complete the budget table below. If you have already completed a portion of your investigation, you may include that cost in your budget in addition to the future investigation & RAP development costs to be incurred.

Eligible Activities for Investigation and RAP Development	% Complete	Date(s) Completed	Total Cost
MPCA VIC Application	100	April 14, 2008	\$500.00
DEED Investigation Grant Application	100	April 24, 2008	\$3,000.00
Phase II Investigation Work Plan (revise)	75%	May 9, 2008	\$2,500.00
Phase II Subsurface Investigation	0		\$28,700.00
Phase II Subsurface Investigation Report and Risk Assessment	0		\$15,000.00
Response Action Plan Development	0		\$15,000.00
Site Redevelopment Construction Contingency Plan	0		\$3,500.00
Site Health and Safety Plan	0		\$2,500.00
Project Management	0		\$3,500.00
Total - Investigation & RAP Development:			\$74,200.00

What is the breakdown of sources for the above budget?

Amount	Source
\$ <u>50,000</u>	<u>DEED</u>
\$ <u>24,200</u>	<u>City of Mountain Iron</u>
\$ <u>74,200</u>	<u>TOTAL</u>

18. Are any costs listed in this budget eligible for funding from other funding sources? No other funding sources are eligible.
19. If any of the activities listed above are completed, how were those activities financed? Funded and paid by the City of Mt. Iron through general city funds.

FINANCING

20. Please submit an audit, or financial statement if an audit is not available, from the municipality in which the site is located. If this information is available electronically, you may submit the web address in lieu of a paper copy.
21. Is there a possibility that the site will be investigated without DEED money? No. Explain your answer. Due to the known condition and nature of the site, development of this parcel would not proceed because of the liability and costs to physically clean-up and then develop the site.

V. REDEVELOPMENT POTENTIAL

- 22. Explain the likely use of the site after investigation and cleanup. The site will be developed as an extension to our renewable and sustainable energy park for which the City is working with Iron Range Resources for the possible use of the site for a large renewable and sustainable energy company that is currently exploring possible expansion into the area.
- 23. If the site will be redeveloped for residential use, provide the following data: Does not apply.
- 24. What are the current property taxes on the site? \$0
- 25. What are the projected property taxes for the site when the site is cleaned and developed? \$50,000

JOB CREATION & RETENTION

- 26. Project the number of new jobs created after cleanup and development of the site. (Jobs that did not exist in Minnesota prior to development.) No number on job creation is available at this time due to the preliminary nature of the project.
- 27. Project the number of retained jobs after cleanup and development of the site. (Jobs that either existed on-site or elsewhere in Minnesota prior to development.) No number on job retention is available at this time due to the preliminary nature of the project.

PROJECT SCHEDULE

28. Complete the following schedule indicating the month(s) and year(s) in which the proposed investigation is scheduled.

TASK	YEAR 2009												YEAR 2010												YEAR 2011														
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D						
Phase II Investigation Work Plan																																							
Phase II Subsurface Investigation																																							
Phase II Subsurface Investigation Report and Risk Assessment																																							
Response Action Plan Development																																							
Site Redevelopment Construction Contingency Plan																																							
Site Health and Safety Plan																																							

RAP completion date: July 1, 2009

VI. THIRD PARTY/COMPANY COMMITMENT INFORMATION

30. Please attach a commitment letter from the developer or attach other commitment documentation, such as a development agreement. (If you cannot obtain a commitment letter from the developer, please explain.) No commitment letters could be obtained due to the preliminary nature of the project and the unknown timeframe for cleanup.

VII. PAYMENT INFORMATION

Most grant payments take place through electronic funds transfer (EFT). To ensure proper payment, a Vendor Number assigned by the Minnesota Department of Finance is required.

Financial Contact Person:	Craig J. Wainio, City Administrator
Telephone Number (include area code):	(218) 748-7570
State of Minnesota Vendor Number:	04201700100
Federal Employer Identification Number:	41-6005398

VIII. RESOLUTIONS

34. Resolutions must be adopted prior to submission of the application package. The two required elements are:
1. A resolution from the governing body of the city where the project site is located, which approves the application.
 2. A resolution from the applicant committing to the local match and authorizing contract signatures. (Note: pursuant to M.S. 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts.)

An applicant may either provide a separate resolution for each of the above, or combine them into a single resolution, as long as they include the same elements.

COUNCIL LETTER 050609-VIH0
NEGOTIATIONS COMMITTEE
CLOSED MEETING

DATE: April 29, 2009
FROM: Negotiations Committee
Craig J. Wainio
City Administrator

The City Council may enter into a Closed Meeting to discuss contract negotiations strategies with AFSCME Local Union #453.

CITY OF VIRGINIA

327 FIRST STREET SOUTH • VIRGINIA, MINNESOTA 55792-2623

MAYOR'S OFFICE

(218) 748-7500

April 24, 2009

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

Re: City of Virginia's Fulltime Ambulance Service

Dear Mayor Skalko:

As in 2003 and 2004, our communities are facing existing and proposed cuts to Local Government Aid. These cuts will have devastating effects on our City operations and how we budget for community and regional services. These reductions have forced Virginia to examine every aspect of our service and operating practices.

In 2009 and 2010, we are looking at potential reductions in employee staffing and compensation. We feel this could be an opportunity for sharing of services between communities as all operating departments in the City of Virginia will feel the effect of unfair LGA reductions.

Unfortunately, this drives the need to once again review the potential for service reductions in Virginia and our surrounding communities. One of the changes that could impact your community is that Virginia is considering reducing its ambulance service.

Instead of considering reductions to our ambulance service, two potential options could be explored: establish an ambulance trip fee for the communities that receive the service or preferably begin dialogue pertaining to regionalization of Emergency Services and distribute the associated costs fairly among all of the member communities.

As we consider our options, the City of Virginia would like to invite you to a public hearing on this issue. This meeting will take place on May 19, 2009 at 5:00 p.m. in the Council Chambers at Virginia City Hall.

I would like to hear from you and look forward to discussing any potential options to resolve our ambulance service issue.

Sincerely,
CITY OF VIRGINIA


Steve Peterson
Mayor

SP/bns