

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, MAY 6, 2013 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the April 15, 2013, Regular Meeting (#1-8)
 - B. Minutes of the April 23, 2013, Board of Appeal (#9-10)
 - C. Receipts
 - D. Bills and Payroll
 - E. Communications (#45-51)
- III. Reconvene Board of Appeal Meeting from April 23, 2013 (#10)
- IV. Public Forum
- V. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - 1. Fire Department Retirement (#11)
 - 2. Authorization to Post for Fire Department Officer Position (#12)
 - C. Interim Public Works Director's Report
 - 1. Large Trash Pickup (#13-14)
 - 2. Electrical Transformer Quotes (#15)
 - D. Sheriff's Department Report
 - E. Library Director's Report
 - 1. Library Policy (#16-25)
 - F. City Engineer's Report
 - G. Parks and Recreation Board
 - 1. Wolf Park Dedication (#26-27)
 - 2. West Two Rivers Campground Caretaker Agreement (#28-30)
 - H. Public Health and Safety Board
 - 1. Emergency Management Director (#31)
 - I. Street and Alley Committee
 - 1. Authorize Plans and Specifications (#32)
 - J. Liaison Reports
- VI. Unfinished Business
- VII. New Business
 - A. Resolution Number 15-13 Setting Fees (#33-39)
 - B. Resolution Number 16-13 Calling for Bids (#40-43)
 - C. Authorization to Service Liquor (#44)
- VIII. Communications (#45-50)
- IX. Announcements
- X. Closed Meeting on Management Negotiations (#51)
- XI. Employment Agreements with Management Personnel
- XII. Adjourn

MINUTES
MOUNTAIN IRON CITY COUNCIL
APRIL 15, 2013

Mayor Skalko called the City Council meeting to order at 6:31 p.m. with the following members present: Joe Prebeg, Jr., Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Clark, Municipal Services Secretary; Michael Downs, Interim Public Works Director; Rod Flannigan, City Engineer; Jerry D. Kujala, Zoning Administrator; John Backman, Sergeant; and Brian Lindsay, City Attorney.

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

1. Add the following item to the agenda:

IV. A. 1. Conditional Use Permit & Variance-Combined Application Fees

2. Approve the minutes of the April 15, 2013, regular meeting as submitted.
3. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period April 1-15, 2013 totaling \$229,736.46, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period April 1-15, 2013, totaling \$483,486.14, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

No one spoke during the public forum.

The following items were discussed during the Mayor's report:

- Firearms Safety Class. Councilor Stanaway thanked Steve Skogman, Matt Mattson, and Jeremy Knapper for teaching the firearms safety program to approximately 20 individuals at the Mountain Iron Library. He also thanked the City for allowing them to conduct the classes at the Library.
- Boston. Councilor Zupancich acknowledged the people of Boston stating that our thoughts and prayers were with them following the bombing at the Boston Marathon.

It was moved by Zupancich and seconded by Prebeg to accept the recommendation of the Zoning Administrator to set a new policy that when both a Conditional Use Permit (CUP) and Variance Application are requested for the same project and the required public hearings are held on the same date, that a combined fee of \$200 be charged for the CUP/Variance application. The motion carried.

It was moved by Stanaway and seconded by Zupancich to authorize the purchase of Lots 11, 12, and 13 of South Forest Grove at cost of \$12,000 per lot to the original purchaser. The motion carried unanimously on a roll call vote.

The City Administrator reported on the following:

- Summer Programs. He advised the Council and residents that registrations were now open for the Summer Recreation Programs.
- Coaches. Applications were still needed for coaches for some of the Summer Programs. Applications could be obtained at the City Hall.

It was moved by Prebeg and seconded by Tuomela to authorize City Staff to advertise for Summer Workers for Public Works, Parks and Recreation, the Library, and for Coaches until May 17th, 2013, and to continue advertising if the date needs to be extended. The motion carried.

It was moved by Prebeg and seconded by Tuomela to authorize City Staff to seek quotes for transformers for the second phase of the voltage change in the City Hall area. The motion carried.

During the Sergeant's report, he warned residents about Spring scams and fraudulent claims. He advised the public to be concerned about calls from area code 876, which is a Jamaican area code, because there is nothing that can be done to recover any funds submitted to this area. He said that you can gather additional information from the web site, "beware of 876" and AARP site.

It was moved by Stanaway and seconded by Prebeg to accept the recommendation of the Fire Department Hiring Committee and authorize the hiring of John Loeffen and Julie Carpenter pending background checks and physicals. The motion carried.

During the City Attorney's report, he thanked Sergeant Backman and the other Deputies in the Mountain Iron Office for handling the criminal cases. He also had a special thank you for Deputy Shackman who took some personal time when he wasn't feeling well and did some work for their office.

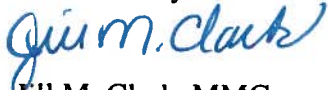
It was moved by Zupancich and seconded by Tuomela to authorize the purchase agreement for the purchase of wetland credits in the amount of \$11,207.25 and the fee cost of \$137.79, (a copy is attached and made a part of these minutes). The motion carried unanimously on a roll call vote.

The Council reviewed the list of communications. Councilor Prebeg once again thanked the Council for the assistance they were given during the Annual Prebeg Memorial Ride and he also thanked the Sheriff's Department, the Donors, and the Riders.

The Mayor announced that the annual Local Board of Appeal and Equalization would be held on Tuesday, April 23, 2013, from 6:30 until 7:30 p.m.

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

Submitted by:



Jill M. Clark, MMC
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. MediaCom, a notice advising of a rate increase on May 1, 2013.
2. VRMC Foundation, a letter informing the City of the funds raised by the Prebeg Memorial Snowmobile Ride and the services funded by the income.
3. Minnesota Energy Resources, a letter regarding the 2013 construction season for natural gas service.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	213,347.28
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	75.47
LICENSES	ANIMAL	15.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	201.54
PERMITS	BUILDING	380.26
COPIES	COPIES	3.00
METER DEPOSITS	ELECTRIC	500.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	400.00
BUILDING RENTALS	CITY HALL	10.00
CAMPGROUND RECEIPTS	FEES	1,280.00
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
BUILDING RENTALS	NICHOLS HALL	270.00
MISCELLANEOUS	FAX CHARGES	9.00
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	145.00
METER DEPOSITS	WATER	40.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	961.30
TAXES	MISCELLANEOUS TAXES	40.03
PERMITS	CONDITIONAL USE	150.00
BUILDING RENTALS	SENIOR CENTER	25.00
FINES	CRIMINAL	1,411.58
MISCELLANEOUS	REIMBURSEMENTS	10,452.00
Summary Totals:		<u>229,736.46</u>

Check Issue Date(s): 04/12/2013 - 04/22/2013

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/13	04/12/2013	143683	130011	UNITED STATES POSTAL SERVICE	602-20200	386.67
04/13	04/16/2013	143684	10056	A T & T MOBILITY	101-20200	1,022.58
04/13	04/16/2013	143685	4026	ALISSA SUNDBERG	604-20200	104.29
04/13	04/16/2013	143686	130017	AMERICAN BANK	602-20200	84.98
04/13	04/16/2013	143687	4031	AMIE & JUSTIN BODOVINITZ	301-20200	12,000.00
04/13	04/16/2013	143688	10019	ARMORY SHELL	101-20200	133.60
04/13	04/16/2013	143689	20047	BROCKWHITE CONSTRUCTION MAT.	602-20200	2,052.32
04/13	04/16/2013	143690	30084	CARDMEMBER SERVICE	603-20200	4,216.68
04/13	04/16/2013	143691	170001	CENTURY LINK	602-20200	362.61
04/13	04/16/2013	143692	4029	CHRISTOPHER LANGE	604-20200	132.96
04/13	04/16/2013	143693	220003	CITY OF VIRGINIA	101-20200	56.60
04/13	04/16/2013	143694	30022	COLOSIMO PATCHIN KEARNEY	101-20200	122.00
04/13	04/16/2013	143695	30072	COMPUTER WORLD	101-20200	251.16
04/13	04/16/2013	143696	1224	DONNA LERITZ	101-20200	200.00
04/13	04/16/2013	143697	40030	DULUTH CLINIC	602-20200	25.00
04/13	04/16/2013	143698	50015	EAST RANGE FIRE DEPT COALITION	101-20200	100.00
04/13	04/16/2013	143699	50033	EXTREME SIGNS	101-20200	625.25
04/13	04/16/2013	143700	60006	FISHER PRINTING COMPANY	101-20200	331.31
04/13	04/16/2013	143701	60012	FLOOR TO CEILING STORE	602-20200	240.47
04/13	04/16/2013	143702	70016	GOPHER STATE ONE CALL INC	604-20200	4.35
04/13	04/16/2013	143703	70028	GREATER MINNESOTA AGENCY INC	101-20200	204.00
04/13	04/16/2013	143704	80050	HIBBING COMMUNITY COLLEGE	101-20200	350.00
04/13	04/16/2013	143705	90010	INTERNATIONAL INSTITUTE OF	101-20200	145.00
04/13	04/16/2013	143706	6019	JOE BURIA	101-20200	769.03
04/13	04/16/2013	143707	4033	JOSEPH PIERSIG	301-20200	12,000.00
04/13	04/16/2013	143708	120006	L & M SUPPLY	602-20200	1,055.51
04/13	04/16/2013	143709	4032	LARRY & LAURA BANKS	301-20200	12,000.00
04/13	04/16/2013	143710	120002	LAWSON PRODUCTS INC	101-20200	316.65
04/13	04/16/2013	143711	120043	LITTLE FALLS MACHINE INC.	101-20200	164.71
04/13	04/16/2013	143712	130030	MACQUEEN EQUIPMENT	603-20200	349.74
04/13	04/16/2013	143713	4028	MARK & CHERYL SCHMITT	604-20200	109.11
04/13	04/16/2013	143714	4024	MARK MADDEN	604-20200	190.00
04/13	04/16/2013	143715	130004	MESABI DAILY NEWS	101-20200	15.00
04/13	04/16/2013	143716	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
04/13	04/16/2013	143717	140026	MINNESOTA ENERGY RESOURCES	602-20200	451.08
04/13	04/16/2013	143718	130008	MINNESOTA MUNICIPAL UTILITIES	101-20200	2,737.50
04/13	04/16/2013	143719	130009	MINNESOTA POWER (ALLETE INC)	604-20200	88,932.06
04/13	04/16/2013	143720	130010	MINNESOTA UC FUND	101-20200	3,121.08
04/13	04/16/2013	143721	130031	MOUNTAIN IRON ECONOMIC DEV	101-20200	31,213.79
04/13	04/16/2013	143722	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	16,137.14
04/13	04/16/2013	143723	140047	NARDINI FIRE EQUIPMENT CO INC	101-20200	163.78
04/13	04/16/2013	143724	140048	NORTH COUNTRY HEATING	101-20200	422.00
04/13	04/16/2013	143725	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	48,661.38
04/13	04/16/2013	143726	140055	NORTHERN VISUAL SERVICES LLP	101-20200	30.00
04/13	04/16/2013	143727	160069	PEAK CONSTRUCTION	301-20200	27,256.05
04/13	04/16/2013	143728	160003	PERPICH TV & MUSIC INC	101-20200	21.36
04/13	04/16/2013	143729	160037	PRAXAIR	101-20200	159.05
04/13	04/16/2013	143730	180073	RED ROCK RADIO	101-20200	220.00
04/13	04/16/2013	143731	190072	SAINT LOUIS COUNTY AUDITOR	101-20200	710.36
04/13	04/16/2013	143732	190045	SERVICE SOLUTIONS	101-20200	49.16
04/13	04/16/2013	143733	4027	SHELLY NISSILA	604-20200	134.31
04/13	04/16/2013	143734	6027	SHIRLEY SAVELA	101-20200	100.00
04/13	04/16/2013	143735	190004	SKUBIC BROS INC	301-20200	31,183.75
04/13	04/16/2013	143736	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	41,667.00
04/13	04/16/2013	143737	190054	ST LUKES CLINICS	602-20200	134.60
04/13	04/16/2013	143738	190071	SYNERGY GRAPHICS	101-20200	95.78
04/13	04/16/2013	143739	4030	TERRY NOSAN	101-20200	20.00

Check Issue Date(s): 04/12/2013 - 04/22/2013

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
04/13	04/16/2013	143740	200020	THE TRENTI LAW FIRM	101-20200	3,073.14
04/13	04/16/2013	143741	200028	TRI CITIES BIOSOLIDS DISPOSAL	602-20200	5,060.00
04/13	04/16/2013	143742	210001	UNITED ELECTRIC COMPANY	604-20200	985.05
04/13	04/16/2013	143743	220014	VIKING INDUSTRIAL NORTH	101-20200	570.94
04/13	04/16/2013	143744	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	45,792.52
04/13	04/16/2013	143745	220020	VISA OR AMERICAN BANK CC PMT	301-20200	4,308.82
04/13	04/16/2013	143746	230005	WESCO DISTRIBUTION INC	604-20200	837.85
04/13	04/16/2013	143747	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	9,102.17
04/13	04/16/2013	143748	240001	XEROX CORPORATION	101-20200	633.29

Totals:

415,606.59

Payroll-PP Ending 4/12/13 56,459.88

Electronic Trans.-Sales Tax 4/20/13 11,419.67

TOTAL EXPENDITURES \$483,486.14

The following is a sample of a possible Purchase Agreement for the sale of Wetland Banking Credits. This Purchase Agreement does not necessarily cover all of the issues that would be important to Sellers and Buyers, nor does it address the terms that would be appropriate for any particular transaction. Sellers and Buyers should obtain the services of qualified legal counsel to adapt this Purchase Agreement to meet their specific needs.

**PURCHASE AGREEMENT
FOR
WETLAND BANKING CREDITS**

THIS AGREEMENT is made this 8 day of April, 2013 between
Bruce Hasbargen (Seller) and City of Mountain Iron (Buyer).

1. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the wetland banking credits (Credits) listed below:

CREDITS TO BE SOLD							
Credit Sub-Group ¹	Acres or Sq. Ft.	Wetland Circ. 39 Type ²	Plant Community Type ³	Cost per Acre or Sq. Foot		State Fee 6.5%	Fee Cost
A.	24905sf	2	Fresh Meadow	\$0.45/sf	\$11,207.25	0.065	\$137.79
B.							
C.							
D.							
E.							
Totals	24905sf				\$11,207.25		\$137.79

Check here if additional credit sub-groups are part of this account and are listed on an attachment to this document.

¹A separate credit sub-group shall be established for each wetland or wetland area that has different wetland characteristics.

²Circular 39 types: 1, 1L, 2, 3, 4, 5, 6, 7, 8, B, U.

³Wetland plant community type: shallow open water, deep marsh, shallow marsh, sedge meadow, fresh meadow, wet to wet-mesic prairie, calcareous fen, open bog or coniferous bog, shrub-carr/alder thicket, hardwood swamp or coniferous swamp, floodplain forest, seasonally flooded basin. See *Wetland Plants and Plant Communities of Minnesota and Wisconsin (Eggers and Reed, 1997)* as modified by the Board of Water and Soil Resources, United States Army Corps of Engineers..

2. Seller represents and warrants as follows:

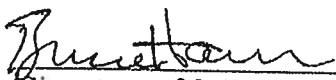
- a) The Credits are deposited in an account in the Minnesota Wetland Bank administered by the Minnesota Board of Water and Soil Resources (BWSR) pursuant to Minn. Rules Chapter 8420.0700-.0760.
- b) Seller owns the Credits and has the right to sell the Credits to Buyer.

3. Buyer will pay Seller a total of \$ 11,207.25 for the Credits, as follows:
- a) \$ 0 as earnest money, to be paid when this Agreement is signed; and
 - b) The balance of \$ 11,207.25 to be paid on the Closing Date listed below.

4. Buyer, Seller agrees to pay to a withdrawal fee of \$137.79 to the State of Minnesota based on the BWSR Wetland Credit Fee Schedule 2012. At the Closing Date, Buyer, Seller will execute a check made out for this amount, payable to the Board of Water and Soil Resources.

5. The closing of the purchase and sale shall occur on or before May 24, 2013 (Closing Date). The Closing Date and location may be changed by written consent of both parties. Upon payment of the balance of the purchase price, Seller will sign a fully executed Application for Withdrawal of the Credits in the form specified BWSR, provide a copy of the Application for Withdrawal to the Buyer and forward the same to the BWSR along with the check for the withdrawal fee.

6. Buyer has applied or will apply to _____ (Local Government Unit (LGU) or other regulatory authority) for approval of a replacement plan utilizing the Credits as the means of replacing impacted wetlands. If the LGU has not approved the Buyer's application for a replacement plan utilizing the Credits by the Closing Date, and no postponement of the Closing Date has been agreed to by Buyer and Seller in writing, then either Buyer or Seller may cancel this Agreement by giving written notice to the other. In this case, Seller shall return Buyer's earnest money, and neither Buyer nor Seller shall have any further obligations under this Agreement. If the LGU has approved the replacement plan and the Seller is ready to proceed with the sale on the Closing Date, but Buyer fails to proceed, then the Seller may retain the earnest money as liquidated damages.

 4/8/13
(Signature of Seller) (Date)

 4/16/13
(Signature of Buyer) (Date)

MINUTES
MOUNTAIN IRON CITY COUNCIL
BOARD OF APPEAL AND EQUALIZATION
APRIL 23, 2013

Mayor Skalko called the meeting to order at 6:34 p.m. with the following members present: Joseph Prebeg, Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Jill M. Clark, Municipal Services Secretary; Mike Harvey, Real Estate Appraiser II for Saint Louis County; and Brian Grahek, Real Estate Appraiser for Saint Louis County.

The Mayor called the meeting to order at 6:33 p.m.

No one was present for the meeting, so the Mayor reviewed the communications received.

The following appeals were received in writing:

David King, 5431 Carnation Avenue, Parcel Code 175-0069-00215

Joanne Lapatka, 8537 Mud Lake Road, Parcel Code 175-0017-01500

It was moved by Stanaway and seconded by Tuomela to accept the recommendation of the County Assessor and make no change to the property of David King, 5431 Carnation Avenue, Parcel Code 175-0069-00215. After further discussion, it was moved by Stanaway and seconded by Tuomela to amend the motion to direct the County Assessor to contact Mr. King and ask if he would like the property reviewed by the County Assessor. The amended motion carried.

It was moved by Zupancich and seconded by Tuomela to direct the County Assessor to contact Joanne Lapatka, 8537 Mud Lake Road, Parcel Code 175-0017-01500 and review the procedure that she would have to complete to obtain a relative homestead. The motion carried.

The following appeals were received through the County Assessor's office:

David Carron, 8787 Mud Lake Road, Mountain Iron, Parcel Code 175-0055-00485

Waterline Med Fund II LLC, 3515 East 4th Street, Duluth, Parcel Code 175-0032-00070

It was moved by Prebeg and seconded by Stanaway to accept the recommendation of the County Assessor and lower the improvement valuation by \$5,000 for the property of David Carron, 8787 Mud Lake Road, Mountain Iron, Parcel Code 175-0055-00485, from \$170,100 to \$165,100. The motion carried.

It was moved by Stanaway and seconded by Zupancich to accept the recommendation of the County Assessor and increase the valuation of the building by \$474,500 for the Waterline Medical Fund II LLC property, 8373 Unity Drive, Parcel Code 175-0032-00070, from \$895,300 to \$1,369,800 for the new construction to the building. The motion carried.

At 7:30 p.m., it was moved by Zupancich and seconded by Tuomela to recess the Board of Appeal and Equalization meeting until Monday, May 6, 2013, at 6:30 p.m. The motion carried.

Submitted by:



Jill M. Clark, MMC

Municipal Services Secretary

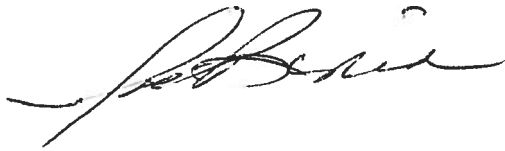
Parcel Code (match for 2nd receipt-use separate line)	Owner's Name & Address	Represented By: C-Owner L-Letter R-Representative	PRESENT ASSESSMENT				BOARD ACTION				Reason for Change	Amount of Value Change &/Or Use Code Change
			Use Code	Head Code	L = Est Land Value B = Est Building Value NC = New Construction Value T = Total EMV	Use Code	Head Code	L = Est Land Value B = Est Building Value NC = New Construction Value T = Total EMV				
175- 55- 485	David Carron 8787 Mud Lake Rd PO Box 285 Mt Iron MN 55768	R	201	1	L 16 100 B 154 000 NC T 170 100	201	1	L 16 100 B 149 000 NC T 165 100	1	Bsmnt not finished	- 5000	
175- 32- 70	Waterline Med Fund LLC 3515 E Fourth St. Duluth MN 55804	R	233	0	L 33,000 B 862,300 NC T 895,300	233	0	L 33,000 B 1,336,800 NC T 1,369,800	1	New const permit not received	+ 474,500	
175- 71- 1500	Joanne Lapotka 8539 Mud Lake Rd. Mt Iron MN 55768	L	201	0	L 33,700 B 94,300 NC T 128,000	201	0	L 33,700 B 94,300 NC T 128,000	1	No change	—	
175- 69- 215	David King 7563 Park Lane Eveleth MN 55734	L	200	0	L 18,800 B 97,900 NC T 116,700	200	0	L 18,800 B 97,900 NC T 116,700	1	No change	—	

White: To County Assessor with certification
 Yellow: City Township only
 Pink: County representative attending meeting

~ please use ink to complete this form ~

April 24 2013

As of June 30 2013 I will be retiring from the Mountain Iron Fire Department. With heartfelt gratitude I would like to thank the City and the Department for giving me the opportunity to have over 20 years of service to our community. I have thoroughly enjoyed my time with the fire department and EMS and all of the exceptional personnel I have come to know. I will always remember my time on the department. Thank you all again.

A handwritten signature in black ink, appearing to read "Joe Buria". The signature is written in a cursive style with a large, sweeping initial "J".

Joe Buria

COUNCIL LETTER 050613-IVB2

ADMINISTRATOR

CHIEF POSTING

DATE: May 2, 2013

FROM: Craig J. Wainio
City Administrator

Based upon the acceptance of Chief Buria's retirement, Staff is seeking authorization to post internally for a replacement. The posting will take place in accordance with City policy and is for a term to end on December 31, 2014.

COUNCIL LETTER 050613-IVC1

UTILITY ADVISORY BOARD

LARGE TRASH PICKUP

DATE: May 2, 2013

FROM: Utility Advisory Board

Mike Downs
Interim Director of Public Works

The Utility Advisory Board is recommending approval of the large trash pickup scheduled for June 3, through June 14, 2013 in accordance with the enclosed flyer.

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

CITY OF MOUNTAIN IRON

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

MOUNTAIN IRON RESIDENTIAL GARBAGE CUSTOMERS

The City of Mountain Iron will be offering a large trash pickup starting Monday, June 3rd, 2013 through Friday, June 14th, 2013. **THE CITY WILL CHARGE A \$10.00 FEE PER CUSTOMER. THIS FEE IS TO BE PAID WHEN RETURNING THE ENCLOSED COMPLETED FORM. THERE WILL BE NO PICKUP OF ITEMS UNLESS THE FEE IS PAID PRIOR TO JUNE 1ST, 2013.** 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 the old Corner Spur, Mtn. Iron Short Stop, Senior Center or in front of the City Hall by **FRIDAY, JUNE 1st, 2013.** 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 tentative schedule, which will be used for each area:

MONDAY, JUNE 3rd THROUGH FRIDAY, JUNE 7th

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

MONDAY, JUNE 10th, THROUGH FRIDAY, JUNE 14th

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

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

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

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

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

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

No Box Springs or Mattresses. No TV Sets, Computers or Computer parts. No Demolition Material (old buildings, boards, cement blocks, etc.).

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

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

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/2013: DRIVER'S INITIALS _____

DATE PICKUP COMPLETE _____

REASON TRASH WAS LEFT _____

\$10.00 FEE PAID _____

COUNCIL LETTER 050613-IVC2

PUBLIC WORKS

TRANSFORMER QUOTES

DATE: May 2, 2013
FROM: Mike Downs
Interim Director of Public Works

Craig J. Wainio
City Administrator

Staff is requesting City Council authorization to purchase the following transformers for the Voltage Upgrade Phase II.

RESCO ELECTRIC UTILITY SUPPLY

Pad Mount Transformers

Five (5) 225 kva	\$ 6,900 each = \$ 34,500
Two (2) 300 kva	\$10,016 each = \$ 20,032
Two (2) 75 kva	\$ 2,160 each = \$ 4,320
One (1) 150 kva	\$ 7,114 each = \$ 7,114
One (1) 45 kva	\$ 5,304 each = \$ 5,304

TOTAL \$71,270

BORDER STATES ELECTRIC

Pad Mount Transformers

Two (2) 500 kva	\$12,200 each = \$24,400
One (1) 300 kva	\$ 7,650 each = \$ 7,650 (480/277)
One (1) 300 kva	\$ 8,275 each = \$ 8,275 (120/240)

Pole Mount Transformers

Four (4) 10 kva	\$ 585 each = \$ 2,340
Four (4) 15 kva	\$ 679 each = \$ 2,680

TOTAL \$45,345

TOTAL PURCHASES \$116,615.00

COUNCIL LETTER 050613-IVE1

LIBRARY BOARD

LIBRARY POLICY

DATE: May 2, 2013

FROM: Library Board

Sally Peterangelo
Library Director

The Utility Advisory Board is recommending City Council approval the updated Mountain Iron Public Library Policy Manual as presented.

Mountain Iron Public Library

2013 Policy Manual

The mission of the Mountain Iron Public Library is to provide quality materials and services which fulfill educational, informational, cultural, and recreational needs of the entire community in an atmosphere that is welcoming, respectful, and businesslike.

The library will serve all residents of the community and the public library system area. Service will not be denied or abridged because of religious, social, economic, or political status; or because of mental, emotional, or physical condition; age; or sexual orientation.

The use of the library may be denied for due cause. Such cause may be failure to return library materials, destruction of library property or materials, disturbance of other patrons, or other illegal, disruptive, or objectionable conduct on library premises.

Mountain Iron Public Library Board

- Library Board consists of five members appointed by the Mayor, approved by City Council
- Library Board meetings are held on a monthly basis in the Library meeting room
- Board members serve a three year term. Board members may be on the board for three/"3" year consecutive terms
- Library Officers consists of: President and Secretary
- Library Boards acts as a Committee of the Whole
- Annual meetings are held each January. Election of Officers take place during this annual meeting
- Librarian shall be in attendance at all Library Board meetings
- There must be three board members to reach a quorum. Meetings may be held with less than three but no actions may be taken

Mountain Iron Library Circulation Policy

- Patrons should present a driver's license or some other current form of identification to obtain a library card. Applicants under 16 must have a parent or guardian give their consent.
- If a patron loses his/her card, they should notify the library as soon as possible and request a replacement.
- Loan periods: All items (books, magazines, CDs and books on tape) are checked out for 4 weeks and may be renewed for an additional 4 weeks. DVD movies go out for 3 days.
- Current issues of periodicals may circulate
- Generally, reference materials do not circulate
- Reserves may be placed by patrons either in person or over the phone. There is no charge to the person for placing a reserve for interlibrary loan services
- We charge 25 cents per page for copy services and \$1.00 per fax page
- If materials are damaged so as to be judged by the library as being unsuitable for the collection, the patron must pay for the replacement cost
- The Mountain Iron Public Library adheres strictly to all sections of the Minnesota Statutes regarding the protection of the confidentiality of its users

Unattended Children Policy

Children are always welcome at the Mountain Iron Public Library, and we are concerned about their safety and welfare. However, parents and caregivers are responsible for monitoring the activities and regulating the behavior of their children when their children are in the library.

If an unattended child is being disruptive, is habitually left unattended for long periods of time, or is deemed to be at risk of coming to harm, an effort will be made to locate the responsible parent, guardian, or caregiver.

A child less than ten years old should never be left alone at the library.

Children from 10-12 should not be left for longer than two hours.

We respect the privacy of all library patrons and will intervene only when, in the opinion of library staff, the safety of a child is being threatened.

Mountain Iron Public Library Disaster Policy

Fire: Do not panic, but do not under-estimate the potential danger to customers or staff represented by a fire. At the first indication of smoke or flame, investigate the situation to determine location and extent of the fire. If the fire can obviously be contained and extinguished quickly and safely by staff, proceed to do so. If the fire cannot be controlled immediately call 911 and clear the building. The time to think about a fire is before it happens. Familiarize yourself with the type, location, and application of the fires extinguishers in the building. Orient all staff and volunteers to this information.

Health emergencies: Staff members should exercise caution when administering first aid of even a minor nature because of the safety of the injured individual and the potential liability of the staff member. Without specialized training it is not advisable for staff to undertake more than keeping the sick or injured patron comfortable and protected from needless disturbance until medical help can be obtained. Since each case is unique, staff members should use their own judgment to do what is prudent and reasonable. The Rescue Squad/Police (911 if available) should be called immediately in the event of any serious problem. No medication, including aspirin, should ever be dispensed to the public.

Bomb threats: Quietly and calmly clear the building after receiving a bomb threat call. Immediately after the caller hangs up, call the police. The police will handle the actual bomb search.

Snow storms: The Library will follow the recommendation and actions of the city between 8:00 a.m. and 4:00 p.m. Closing during other days and hours will be at the discretion of the Library Director.

Volunteers and Friends of the Library:

The Library Board encourages individuals and groups to volunteer their time and efforts in the service of the Mountain Iron Public Library. In appreciation of volunteer services, the Library acknowledges the need to organize volunteer activities and provide for appropriate recognition befitting the benefit to the library and the communities it serves.

A library Friends group is a formal association of people who unite and execute, in conjunction with library goals and the needs of the Library Director, programs and events to benefit the library. In particular, a Friends groups is often heavily involved in fund-raising for the library and often oversees periodic booksales. Friends groups always serve at the pleasure of the library board.

Mountain Iron Public Library Services:

- Select, organize, and make available necessary books and materials
- Provide guidance and assistance to patrons
- Sponsor and implement programs, exhibits, displays, book lists, etc
- Cooperate with other community agencies and organizations
- Secure information beyond its own resources when requested
- Lend to other libraries upon request
- Develop and provide services to patrons with special needs
- Maintain a balance in its services to various age groups
- Provide service during hours which best meet the needs of the community, including evening and weekend hours
- Regularly review library services being offered
- Use media and other public mechanisms to promote the full range of available library service

Mountain Iron Library Internet Use Policy

The Mountain Iron Public Library is providing access to the Internet as a means to enhance the information and learning opportunities for the citizens of the library's service area. The Library Board has established the Internet use policy to ensure appropriate and effective use of this resource.

Access to the Internet is available to all patrons; however; this service may be restricted at any time for use not consistent with the guidelines. Parents of minor children must assume responsibility for their children's use of the library's Internet service; prior to being granted access to the Internet, anyone under 18 years of age, along with a parent or guardian must sign the Internet Use Agreement.

Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution. The user will be held responsible for his/her actions using the Internet. Users are expected to abide by the policies below which include generally accepted rules of network etiquette. Unacceptable uses of the service will result in suspension or revocation of Internet use privileges.

The Internet is a decentralized, unmoderated global network; the Mountain Iron Public Library has no control over the content found there. The library will not censor access to material nor protect users from offensive information, and it is not responsible for the availability and accuracy of information found on the Internet.

The library cannot assure that data or files downloaded by users are virus-free. The library is not responsible for damages to equipment or data on a user's personal computer from the use of data download from the library's Internet service.

The use of the Internet and e-mail is not guaranteed to be private. Messages relating to or in support of illegal activities will be reported to the proper authorities.

- Users may use the Internet for research and the acquisition of information to address their educational, vocational, cultural, and recreational needs
- Users will respect and uphold copyright laws and all other applicable laws and regulations; they will not use it for illegal purposes
- Users will respect the rights and privacy of others by not accessing private files
- Users agree not to incur any costs for the library through their use of the Internet
- Users shall not create and/or distribute computer viruses on the Internet
- Users shall not deliberately or willfully cause damage to computer equipment, programs or parameters
- Users will respect time limits if other patrons are waiting for a computer.

Mountain Iron Public Library Internet Use Agreement

I understand and will abide by the Mountain Iron Public Library's Internet Use Policy. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked and appropriate legal action may be taken.

User's Name: _____

User's Signature: _____

Date: _____

As the parent or guardian of this individual, I accept full responsibility for my child's use of the Mountain Iron Public Library's Internet service and agree to oversee my child's use of this service. I have read the attached Internet Use Policy, and I understand that the library's access to the Internet is intended and designed for educational and informational purposes. I will not hold the library responsible for materials or information acquired by my child through the use of the library's Internet service. I hereby give permission for my child to use the library's network for Internet access and certify that the information contained on this form is correct.

Parent's/Guardian Name: _____

Parent's/Guardian's Signature: _____

Date: _____

COUNCIL LETTER 050613-IVG1

PARKS AND REC BOARD

PARK DEDICATION

DATE: May 2, 2013

FROM: Parks and Recreation Board

Craig J. Wainio
City Administrator

The Parks and Recreation Board is recommending that the City Council dedicate the Wolf Park as the Jeremy Carpenter Park in accordance with the enclosed letter. All expenses associate with this dedication will be paid through the scholarship fund.

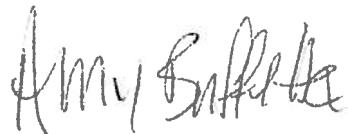
March 20, 2013

Members of the Rec Board,

My name is Amy Buffetta and I am the co-founder of the Jeremy Carpenter Memorial Scholarship Fund. Recently, the members of the scholarship fund have decided to discontinue the award and would like to use the remaining funds in another way.

Jeremy was a Wolf resident and it would be a great memorial to his life, and an honor to his family, to dedicate the Wolf baseball field in his name. We would like to discuss this and look forward to hearing from you. I am available by phone @ 218-780-2009 and by email @ aimlynnb@gmail.com.

Sincerely,

A handwritten signature in cursive script that reads "Amy Buffetta". The signature is written in black ink and is positioned below the word "Sincerely,".

Amy Buffetta

COUNCIL LETTER 050613-IVG2

PARKS AND REC BOARD

CAMPGROUND CARETAKER

DATE: May 2, 2013

FROM: Parks and Recreation Board

Craig J. Wainio
City Administrator

The Parks and Recreation Board recommends that the City Council approve the enclosed agreement with Mr. Bill Haapala for West Two Rivers Campground caretaker. The agreement is the same as last year with the exception that the season has been extended for three weeks as an experiment.

CITY OF MOUNTAIN IRON
WEST TWO RIVERS CARETAKER AGREEMENT

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

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

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

1. William P. Haapala agrees to manage said West Two Rivers Campground for the period of Wednesday, May 8th, 2013 through Tuesday, September 24th, 2013.
2. The City of Mountain Iron agrees to pay William P. Haapala the sum of \$625.00 per week for operation of said facility for said **20-week period**. Said compensation shall be paid bi-weekly. **The manager agrees to staff the campground and/or office daily between the hours of 11:00 a.m. to 7:00 p.m., seven days per week** and respond to requests for information or service from campground users at other times of the day. If necessary, the manager must inform the City Administrator or designee of any changes in the schedule. If the manager is to be absent at any time, he must post this information on the Caretaker's Board outside of the building stating his departure and arrival.
3. William P. Haapala agrees to act as manager of the campground facility and to collect the fees for the campground and to transmit the same to the City of Mountain Iron on an as-needed basis, during office hours. The manager is to reside at the campground and must provide his own furnishings for the provided manager's quarters. The City of Mountain Iron will provide electrical service to this site.
4. William P. Haapala consents and agrees that the contractual duties of supervising the West Two Rivers Campground facility include, but are not limited to, those indicated on Exhibit "A" attached hereto and made a part of hereof.
5. William P. Haapala consents and agrees that services and duties of supervising the West Two Rivers Campground facility indicated on Exhibit "A" attached and other duties are required to be performed by him individually. William P. Haapala is prohibited from subcontracting and/or hiring out any of his responsibilities to any other individual or organization, without the express written consent of the City of Mountain Iron.
6. The City of Mountain Iron can terminate this contract at any time.

DATED this _____ day of _____, 2013

William P. Haapala - Signature & Date

Craig J. Wainio, City Administrator

2013
EXHIBIT "A"
WEST TWO RIVERS CAMPGROUD MAINTENANCE GUIDE

DAILY:

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

WEEKLY:

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

AS NEEDED:

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

COUNCIL LETTER 050613-IVH1

PUBLIC HEALTH AND SAFETY

EMERGENCY MANAGEMENT

DATE: May 2, 2013

FROM: Public Health and Safety Board

Craig J. Wainio
City Administrator

The Public Health and Safety Board is recommending that the City Council appoint Craig J. Wainio as the interim Emergency Management Director. The term will expire upon the completion and adoption of a new Emergency Operations Plan which will identify the appropriate individual to be the Emergency Management Director.

COUNCIL LETTER 050613-IVI1

STREET AND ALLEY

PLANS AND SPECIFICATIONS

DATE: May 2, 2013

FROM: Street and Alley Committee

Craig J. Wainio
City Administrator

The Street and Alley Committee is recommending that the City Council authorize Benchmark engineering to develop Plans and Specifications for the construction of a sidewalk/path from the Unity Drive/Mud Lake Road intersection to the existing sidewalk located on Enterprise Drive South in front of the movie theater. This item was budgeted for in the 2013 Capital Improvement Budget. Once plans and Specifications are completed they will be forwarded to the City Council for approval and authorization to seek bids.

COUNCIL LETTER 050613-VIA

ADMINISTRATION

RESOLUTION 15-13

DATE: May 2, 2013

FROM: Craig J. Wainio
City Administrator

Resolution Number 15-13 updates the comprehensive fee schedule the City maintains. The original fee schedule was adopted in 2004 and since then a number of fees have been changed independently from the schedule, this resolution again combines the fees together. No fees are being increased through the adoption of this Resolution, it is only serving as an updated comprehensive fee schedule.

It is recommended that the City Council adopt Resolution Number 15-13 as presented.



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 15-13

ESTABLISHING A FEE SCHEDULE

WHEREAS, the City of Mountain Iron City Code provides that permit/license fees be established from time to time by Resolution adopted by the City Council; and

WHEREAS, the Council has expressed a desire to review the fee schedule on a regular basis; and

WHEREAS, staff has completed a formal review of all fees charged by the City, and would recommend the attached fee schedule.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain Iron that the attached fee schedule be adopted:

(See Attachment)

BE IT FURTHER RESOLVED, that these fees shall become effective June 1, 2013.

DULY ADOPTED BY THE CITY COUNCIL THIS 6th DAY OF MAY, 2013.

ATTEST:

Mayor Gary Skalko

City Administrator

CITY OF MOUNTAIN IRON FEE SCHEDULE

FEE NAME	FEE	COMMENTS
Off-Sale Non-Intoxicating Liquor License	\$ 5.00	
On-Sale Non-Intoxicating Liquor License	\$ 25.00	
2am Liquor License	\$ 50.00	
Off-Sale Liquor License	\$ 75.00	
Club On-Sale Liquor License	\$ 75.00	
Sunday Liquor License	\$ 200.00	
On-Sale Liquor License	\$ 600.00	
Tobacco License	\$ 100.00	
Peddler Permit	\$ 25.00	
1 to 5 Day Vendor Permit	\$ 50.00	
6 days to 1 Year Vendor Permit	\$ 200.00	
Street Cut Permit	\$ 25.00	
Massage Parlor License	\$ 25.00	
Special Events Permit	\$ 25.00	
Sign Permit	\$ 30.00	
Extensive Excavation/Fill or Borrow Pit Permit	\$ 50.00	plus consulting
Certificate Of Occupancy	\$ 50.00	plus consulting
Conditional Use Permit	\$ 150.00	
Variance Application	\$ 150.00	
Joint CUP/Variance Application	\$ 200.00	
Rezoning Application	\$ 150.00	
Planned Unit Development Application	\$ 150.00	plus consulting
Floodplain Permit	\$ 25.00	
Platting Application	\$ 150.00	plus consulting
Street Vacation Application	\$ 150.00	
Dog License	\$ 5.00	spayed/neutered
Dog License	\$ 10.00	
Copies	\$ 0.25	per side
Fax	\$ 1.00	per sheet
911 Maps	\$ 5.00	
Certified Copies	\$ 5.00	
Meeting DVD's	\$ 10.00	
Assessment Search	\$ 10.00	
Youth Sports	\$ 15.00	
Returned Checks	\$ 20.00	
Babe Ruth Baseball	\$ 25.00	
Camping Fees	\$ 20.00	per night
Camping Fees	\$ 50.00	per week
Camping Fees	\$ 400.00	per month
Legion Baseball	\$ 75.00	
Water Tap Fees	\$ 125.00	or actual/greater
Water Meter Test	\$ 50.00	
Water Turn On	\$ 35.00	during work hours
Water Turn On	\$ 150.00	after hours

Water Meter Test	\$	30.00
Sewer Tap In	\$	50.00
Sewer Disconnect Inspection	\$	35.00
Electric Turn On	\$	35.00 work hours
Electric Turn On	\$	150.00 after hours
Electric Meter Estimate	\$	25.00
Electric Meter Testing	\$	50.00
Electric Hook-up		Actual Cost Plus materials
Small Trencher w/ operator	\$	75.00 per hour
Trencher w/ operator	\$	100.00 per hour
Bucket Truck w/ operator	\$	100.00 per hour
Auger Truck w/ operator	\$	100.00 per hour
Dump Truck w/operator	\$	100.00 per hour
Backhoe w/ operator	\$	100.00 per hour
Grader w/ operator	\$	125.00 per hour
Sweeper w/operator	\$	100.00 per hour
Loader w/ operator	\$	100.00 per hour
Bobcat w/ operator	\$	75.00 per hour
Roller w/ operator	\$	75.00 per hour
Tractor/mower w/ operator	\$	100.00 per hour
Air Compressor	\$	75.00 per hour
Meter Deposits		
Electric	\$	150.00
Electric (Electric Heat)	\$	350.00
Electric Parkvilla	\$	150.00
Water	\$	40.00



CITY OF MOUNTAIN IRON

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Residential Permit Fees effective April 1, 2013, as approved by the City Council on April 1, 2013:

Permit

- \$100 Single Family Dwelling
- \$ 50 Addition to Single Family Dwelling
- \$ 35 Garage
- \$ 25 Garage Addition, Deck, Accessory Building
- \$ 10 Reroofing, Residing, Window Replacement, Fence, All Others

Inspections

The number of required inspections will be determined at the time of permit issuance by the Residential Building Official. A fee of \$35 for each inspection will be added to the permit fee.

Estimated number of inspections:

Single Family Dwelling	12
Addition to Single Family Dwelling	6-12
Garages & Garage Additions	2-4
Deck	2
Accessory Building	1-2
Reroofing	1-2
Residing, Window Replacement	1

Plan review

In addition to the permit and inspection fees, the following plan review fees will be added:

Single Family Dwelling	\$50
Additions to Single Family Dwelling	\$35
Garage, Garage Addition, Deck	\$25

State Surcharge

A surcharge of .0005 times the valuation is added to the above fees, with a minimum of \$5.00.

(This fee is mandated by the State of Minnesota and forwarded to them.)

Electric Utility:

New Electrical Service Installation Fee (a new 200 amp service must have a by-pass meter base)	The actual cost of installation, for Labor and materials, <i>less</i> \$200.00 For single phase services and actual Cost <i>less</i> \$500.00 for three phase installations.
Unity Addition Electric Connection Fee	\$300.00
Unity II Addition Electric Connection Fee	actual cost of materials & labor + pro-rated cost of transformer
South Forest Grove Electric Connection Fee	actual cost of materials & labor + pro-rated cost of transformer
Electric Connection Fee	\$ 35.00 during normal hours \$140.00 after normal hours
Electric Disconnection Fee	\$ 35.00 during normal hours \$140.00 after normal hours
Electric Meter Testing (If the customer requests a meter test, there is no charge if the meter tested high. Charges apply if the meter is found to be correct or registering slow.)	actual cost of test performed

Electrical Affidavit forms are available online or at City Hall for no fee.

Refuse/Recycling Utility:

Large trash pickup \$ 10.00 per household during large trash pickup

Extra garbage pickups are charged according to the rate established for the size can dumped.

90 gallon can is \$15.00

60 gallon can is \$10.00

30 gallon can is \$5.00

300 gallon can is \$20.00.

Residential customers requesting a 300 gallon can to assist them in cleaning out a home are charged according to the number of pickups made for the can. There will be a one month maximum on availability of the can.

Delivery and return charge \$50.00

Charge per container dump \$15.00

It is the responsibility of the customer to call for delivery of and emptying of the canister.

Residential customers who wish to change the size of their refuse canister will be allowed one exchange without any additional charge. Customers requesting exchanges, in excess of one time, will be charged an exchange fee of \$25.00 per exchange.

Refuse customers wishing to temporarily suspend their service must pay a \$25.00 pickup fee to have their can removed and a \$25.00 return fee to have their can returned, or normal pickup charges will continue to be charged. The can must be removed in order for pickup charges to be suspended.

There is no charge to deliver a can to new customers or to pick up a can from customers in the process of selling their property.

COUNCIL LETTER 050613-VIB

ADMINISTRATION

RESOLUTION 16-13

DATE: May 2, 2013
FROM: Craig J. Wainio
City Administrator

Resolution Number 16-13 authorizes the seeking of bids for the new County Road 102 utility installation and pond relocation. We are anticipating this project to correlate with the road construction project. Funding is being provided through a number of grants, the 2013 budget and funding from the legislature. Once bids are received they will be presented to the City Council for consideration.

It is recommended that the City Council adopt Resolution Number 16-13 Authorizing the Seeking of Bids.



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RESOLUTION NUMBER 16-13

APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a motion passed by the City Council, the City Engineer has prepared plans and specifications for Improvement Number 12-04, the proposed improvement of new County Road 102 between the centerline of Nichols Avenue and the centerline of Mineral Avenue by installing utilities and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 10:00 a.m. on May 29, 2013, at which time they will be publicly opened in the Mountain Iron Room of the Community Center by the City Administrator and engineer, will then be tabulated, and will be considered by the City Council at 6:30 p.m. on June 3, 2013, in the Mountain Iron Room of the Community Center. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Administrator for ten percent of the amount of such bid.

DULY ADOPTED BY THE CITY COUNCIL THIS 6th DAY OF MAY, 2013.

ATTEST:

Mayor Gary Skalko

City Administrator



CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING
MINING • LAND SURVEYING • LAND DATA BASE MAPPING

8878 Main Street ▪ P.O. Box 261
Mt. Iron, MN 55768-0261
tel: 218-735-8914 ▪ fax: 218-735-8923
email: info@bm-eng.com

April 30, 2013

Mr. Craig Wainio, City Administrator
City of Mountain Iron
8586 South Enterprise Drive
Mountain Iron, MN 55768

Re: County Road 102 Utility Extensions
City of Mountain Iron
Project No. MI12-04

Dear Mr. Wainio,

Benchmark Engineering is nearing the completion of the construction plans and specifications for the County Road 102 Utility Extensions Project

At this time, Benchmark Engineering, Inc. is requesting City Council action to first approve the Plans and Specifications and then to advertise for bids for the above-referenced project. The project will be advertised for 21 days. Bids could be evaluated at a council meeting in June.

An engineer's estimate has also been included for your reference. A draft set of construction plans is also enclosed.

If you have any questions or need additional information please do not hesitate to contact our office

Sincerely,
Benchmark Engineering, Inc.

Alan J. Johnson, P.E.

Enclosures

ENGINEER'S ESTIMATE OF QUANTITIES AND OPINION OF PROBABLE COST
UTILITY EXTENSION COUNTY ROAD 102
CITY OF MOUNTAIN IRON, MINNESOTA
PROJECT NO: MI12-04

SPEC. NO.	ITEM	UNITS	UNIT COST	EST. QUANTS	AMOUNT
2021.501	MOBILIZATION	LUMP SUM	\$5,500.00	1.0	\$5,500.00
2101.501	CLEARING	ACRE	\$2,000.00	2.0	\$4,000.00
2101.506	GRUBBING	ACRE	\$2,000.00	2.0	\$4,000.00
2104.501	REMOVE PIPE SEWERS	LIN. FT.	\$4.00	366.0	\$1,464.00
2104.523	SALVAGE MANHOLES	EACH	\$500.00	1.0	\$500.00
2105.501	COMMON EXCAVATION	CU. YD.	\$5.00	24,000.0	\$120,000.00
2105.503	ROCK EXCAVATION	CU. YD.	\$25.00	300.0	\$7,500.00
2105.535	SALVAGED TOPSOIL (LV)	CU. YD.	\$15.00	403.0	\$6,045.00
2118.607	AGGREGATE SURFACING (CV) CLASS 5	CU. YD.	\$20.00	40.0	\$800.00
2501.515	12" RC PIPE APRON	EACH	\$475.00	2.0	\$950.00
2501.515	48" RC PIPE APRON	EACH	\$775.00	1.0	\$775.00
2503.511	8" PVC PIPE SEWER, SDR 35	LIN. FT.	\$35.00	692.0	\$24,220.00
2503.541	12" RC PIPE SEWER, DES. 3006	LIN. FT.	\$35.00	1,021.0	\$35,735.00
2503.541	42" RC PIPE SEWER, DES. 3006	LIN. FT.	\$55.00	21.0	\$1,155.00
2503.541	48" RC PIPE SEWER, DES. 3006	LIN. FT.	\$60.00	150.0	\$9,000.00
2503.602	CONNECT TO EXISTING MANHOLES (SANITARY)	EACH	\$500.00	1.0	\$500.00
2504.602	CONNECT TO EXISTING WATERMAIN	EACH	\$1,000.00	5.0	\$5,000.00
2504.602	HYDRANT	EACH	\$6,000.00	3.0	\$18,000.00
2504.602	6" GATE VALVE AND BOX	EACH	\$2,200.00	3.0	\$6,600.00
2504.602	8" GATE VALVE AND BOX	EACH	\$2,400.00	4.0	\$9,600.00
2504.602	12" GATE VALVE AND BOX	EACH	\$3,000.00	7.0	\$21,000.00
2504.602	6" HDPE MECHANICAL JOINT ADAPTER	EACH	\$450.00	5.0	\$2,250.00
2504.602	12" HDPE MECHANICAL JOINT ADAPTER	EACH	\$600.00	24.0	\$14,400.00
2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	\$50.00	120.0	\$6,000.00
2504.603	8" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	\$65.00	64.0	\$4,160.00
2504.603	10" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	\$70.00	8.0	\$560.00
2504.603	12" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	\$75.00	10.0	\$750.00
2504.603	6" WATERMAIN HDPE	LIN. FT.	\$40.00	167.0	\$6,680.00
2504.603	12" WATERMAIN HDPE	LIN. FT.	\$50.00	5,506.0	\$275,300.00
2504.604	2" POLYSTYRENE INSULATION	SQ. YD.	\$25.00	114.0	\$2,850.00
2504.608	DUCTILE IRON FITTINGS	POUND	\$6.00	740.0	\$4,440.00
2506.501	CONST. DRAINAGE STRUCTURE DES. F	LIN. FT.	\$275.00	25.3	\$6,957.50
2506.501	CONST. DRAINAGE STRUCTURE DES. 4007	LIN. FT.	\$300.00	58.0	\$17,400.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 84-4020	LIN. FT.	\$400.00	18.0	\$7,200.00
2506.516	CASTING ASSEMBLY	EACH	\$700.00	9.0	\$6,300.00
2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	\$1,500.00	1.0	\$1,500.00
2511.501	RANDOM RIPRAP CLASS III	CU. YD.	\$50.00	4.1	\$205.00
2557.501	WIRE FENCE DESIGN 72-9322	LIN. FT.	\$20.00	1,120.0	\$22,400.00
2557.517	INSTALL VEHICLE GATE (DOUBLE)	EACH	\$1,000.00	2.0	\$2,000.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$2,500.00	1.0	\$2,500.00
2573.502	SILT FENCE, TYPE PREASSEMBLED & MAINTAINED	LIN. FT.	\$4.00	825.0	\$3,300.00
2573.512	TEMPORARY DITCH CHECK TYPE 3	LIN. FT.	\$5.00	200.0	\$1,000.00
2573.512	TEMPORARY DITCH CHECK TYPE 7	CU. YD.	\$25.00	100.0	\$2,500.00
2573.602	STABILIZED CONSTRUCTION ENTRANCE	EACH	\$100.00	2.0	\$200.00
2575.523	EROSION CONTROL BLANKET, CATEGORY 3	SQ. YD.	\$1.50	1,995.0	\$2,992.50
2575.523	EROSION CONTROL BLANKET, CATEGORY 6	SQ. YD.	\$2.50	2,125.0	\$5,312.50
2575.555	TURF ESTABLISHMENT	LUMP SUM	\$1,500.00	1.0	\$1,500.00

ESTIMATED CONSTRUCTION COST:	\$683,001.50
CONTINGENCY (5%):	\$34,150.08
ENGINEERING (DESIGN & CONSTRUCTION PHASE):	\$129,770.29
TOTAL COST OF CONSTRUCTION:	\$846,921.86

BG'S BAR & GRILL
P.O. BOX 265
VIRGINIA, MN 55792

To Whom It May Concern,

In behalf of the Frederickson wedding on May 18, 2013, at the Mt. Iron Community Center, BG'S Bar & Grill respectfully request permission to have a bar, at which to serve alcoholic beverages.

All laws apply for the sale of alcohol to minors and will be enforced.

Thank You

A handwritten signature in blue ink, appearing to read "Greg Peterson". The signature is fluid and cursive, with the first name "Greg" written in a larger, more prominent script than the last name "Peterson".

Greg Peterson

COMMUNICATIONS
MAY 6, 2013

1. Marlene, representing John K. Memorial Law Enforcement Scholarship Foundation, a thank you.
2. City of Virginia, forwarding Resolution Number 13070, in strong opposition to the Minnesota Department of Transportation's proposed westerly route to realign US Highway 53.

Dear Mayor Skalko,
On behalf of the John K.
Memorial Law Enforcement
Scholarship Foundation,
we thank you so very
much for your support
and your generous
donation. They are
GREATLY appreciated. ▶

Thank you + God Bless!
Sincerely, Marlene

CITY OF VIRGINIA

327 FIRST STREET SOUTH • VIRGINIA, MINNESOTA 55792-2623

(218)748-7500

April 10, 2013

Mr. Gary Skalko
City of Mt. Iron
8586 Enterprise Drive South
Mt. Iron, MN 55768

Dear Mr. Skalko:

Attached is a certified copy of Resolution No. 13070, which was adopted by the Virginia City Council on April 9, 2013, in strong opposition to the Minnesota Department of Transportation's proposed westerly route to realign US Highway 53. This proposed route would follow Highway 37, to Highway 7, to Highway 169, prior to reentering Highway 53 North.

As members of the Virginia City Council, we are concerned about the devastating effect this route will have on all the cities across the Iron Range. Virginia is a regional shopping hub and, if the westerly bypasses the Virginia business district, the entire region would feel the economic impact.

The City of Virginia is also concerned about the adverse impact the westerly route would have on the ambulance, fire and public safety services. Because of increased travel time, the westerly route would be detrimental to the overall health and safety across the entire Iron Range.

Another enormous concern is the absence of a plan to provide water, sewer and electricity to the Midway Addition in Virginia. It does not appear that the neighboring cities of Eveleth and Gilbert have the capacity to add over three hundred homes from the Midway addition to their infrastructure systems.

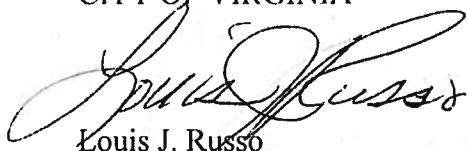
Other concerns with the westerly route include the increased transportation costs to the school districts and trucking companies, some whom have already notified us that they would utilize another route and bypass this area.

We respectfully urge you to adopt a resolution in opposition to the westerly route to realign US Highway 53 and express your concerns to the Minnesota Department of Transportation.

Thank you for your consideration.

Sincerely,

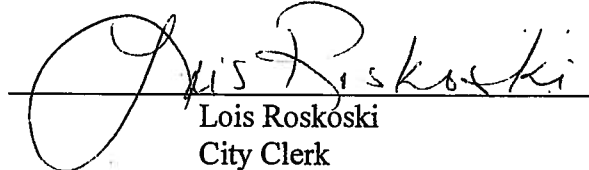
CITY COUNCIL
CITY OF VIRGINIA



Louis J. Russo
Mayor

I, Lois Roskoski, City Clerk of the City of Virginia, County of St. Louis, State of Minnesota, do hereby certify that I have compared the annexed copy of Resolution No. 13070 passed by the City Council of the City of Virginia, on the 9th day of April, 2013, with the original document and record thereof on file and of record in my office, and, in my custody as City Clerk of said City, and that the same is true and correct copy thereof, and the whole thereof, and a true and correct transcript therefrom.

In Witness Whereof, I have hereunto set my hand and affixed this corporate seal of said City of Virginia, this 10th day of April, 2013.


Lois Roskoski
City Clerk

COUNCIL CHAMBERS

Resolution No. 13070

City of Virginia, Minnesota, April 9, 2013

Resolution in opposition of the Minnesota Department of Transportation's proposed westerly route for the relocation of Highway 53

Resolved by the City Council of the City of Virginia, that

WHEREAS, the City Council of the City of Virginia is in opposition of the Minnesota Department of Transportation's proposed westerly route, which follows Highway 37, County Road 7, and Highway 169, prior to reentering Highway 53; and

WHEREAS, the Virginia City Council requests the Minnesota Department of Transportation to remove the westerly route as an option for the relocation of Highway 53, as the route would not be in the best interest of the communities located in the eastern Iron Range area; and

WHEREAS, the Virginia City Council believes the westerly route would be devastating for businesses, public health and safety; and

WHEREAS, the Virginia City Council hereby requests the Minnesota Department of Transportation to concentrate on proposed routes M-1 and E-2 and resolve this issue as soon as possible,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Virginia hereby goes on record in opposition of the proposed westerly route to relocate Highway 53.

Moved by Councillor **Ralston** supported by Councillor **Baribeau** that the above resolution be adopted.

Ayes: - **Councillors Cuffe, Littlewolf, Ralston, Baribeau, Sipola, Baranzelli, Mayor Russo - 7**

Nays: - **None**

COUNCIL LETTER 050613-IX

PERSONNEL COMMITTEE

CLOSED MEETING

DATE: May 2, 2013
FROM: Personnel Committee
Craig J. Wainio
City Administrator

The City Council may go into Closed Session to discuss the negotiation being under taken with management personnel. The meeting is being closed pursuant to 2012 Minnesota Statutes 13D.03

The following provisions of State Statute must be observed:

- Before closing the meeting, the council must decide to close the meeting by a majority vote at a public meeting and must announce the time and place of the closed meeting.
- Before closing the meeting, the council must state on the record the specific grounds permitting the meeting to be closed and describe the subject to be discussed.
- A written record of all people present at the closed meeting must be available to the public after the closed meeting.
- The meeting must be tape-recorded.
- The recording must be kept for two years after the contract is signed.
- The recording becomes public after all labor agreements are signed by the city council for the current budget period.