

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, MAY 21, 2007 - 6:30 P.M.
A G E N D A**

- I. Roll Call
 - II. Consent Agenda
 - A. Minutes of the May 7, 2007 Regular Meeting (#1-29)
 - 1. Draft 1 (#1-8) or Draft 2 (#9-13)
 - B. Communications
 - C. Receipts
 - D. Bills and Payroll
 - III. Public Forum
 - IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report (#34)
 - 1. Landscape Materials Quote (#30-31)
 - 2. Authorization to Develop Plans and Seek Quotes (#32)
 - C. Director of Public Works Report
 - 1. Crack Sealing Quote (#34)
 - D. Director of Parks and Recreations Report
 - E. Sheriff's Department Report (#35)
 - F. City Attorney's Report
 - G. City Engineer's Report
 - H. First Responders
 - 1. Hiring First Responders (#36)
 - I. Liaison Reports
 - V. Unfinished Business
 - VI. New Business
 - A. Resolution 26-07 Accepting Bids (#37-38)
 - B. Resolution 27-07 Approving Plans and Calling for Bids (#39-40)
 - C. Clothing and Identification for City Employees (#41)
 - D. LMCIT Waiver of Liability (#42-43)
 - E. Park Surveillance and Cleanup (#44)
 - F. Lot Sale (#45)
 - G. Communications
 - VII. Open Discussion
 - VIII. Announcements
 - IX. Adjourn
- # Denotes page number in packet

MINUTES (Draft #1)
MOUNTAIN IRON CITY COUNCIL
MAY 7, 2007

Mayor Skalko called the City Council 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: Craig J. Wainio, City Administrator; Jill M. Forseen, Municipal Services Secretary; Larry Nanti, Recreation Director; Don Kleinschmidt, Director of Public Works; Rick Feiro, Sergeant; Rod Flannigan, City Engineer (entering at 6:32 p.m.); and Sally Peterangelo, Librarian (entering at 7:39 p.m.).

The Mayor welcomed the audience and the television viewing audience to the meeting.

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

1. Add the following items to the agenda:
 - VI. H. County Road 102 (Mineral Avenue) Dip
 - VII. A. Foreman Position
2. Approve the minutes of the April 10, 2007, Board of Review meeting as submitted.
3. Approve the minutes of the April 16, 2007, City Council meeting with the following corrections:

Page 4, paragraph 4,”Councilor Roskoski questioned the City Attorney regarding the City definition of a cul-de-sac. The City Attorney said it was a dead end. Mayor Skalko said.....”

Page 5, paragraph 3,”Library Liaison, about the one ~~four~~ lights in the back...””and dumping water ~~directly into the flower pots,~~ along the foundation of the building, when it should.....”
4. Approve the minutes of the April 18, 2007, Board of Review meeting as submitted.
5. 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.
6. To acknowledge the receipts for the period April 16-30, 2007, totaling \$178,935.54, (a list is attached and made a part of these minutes).
7. To authorize the payments of the bills and payroll for the period April 16-30, 2007, totaling \$382,303.63, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, Carolyn Olsen, 5430 Giorgi's Road, Mountain Iron, was present and advised the Council that Old Highway 169 Downtown to the Campground Road is in terrible condition and is a safety hazard. She said that there are over 45 families that have to drive on Old Highway 169. She suggested that when funds were available to pave one mile at a time because there are only four miles of Old Highway 169 in the Kinross area.

Councilor Prebeg asked the City Engineer when Old Highway 169 was last worked on. The City Engineer said that there was a culvert repair completed about 10 years ago. He said the Council last discussed considering the removal of the sharp corner in the Costin area to improve the highway.

It was the consensus of the Council to have the Street and Alley Committee review Old Highway 169 in the Kinross area.

It was moved by Prebeg and supported by Skalko to grant a one day on-sale liquor license for B.G.'s Bar to serve alcohol at the Terch/Venaas wedding reception at the Mountain Iron Community Center on August 25, 2007. The motion carried.

At 6:43 p.m., it was moved by Zupancich and supported by Stanaway to recess the regular meeting and open the public hearing on the 16th Avenue Improvement Project. The motion carried.

The Mayor stated that the public hearing was to discuss improvements to 16th Avenue that may be assessed. He said that this is a joint project with the City of Virginia.

Councilor Roskoski, 820 South 16th Avenue, addressed the Council regarding the proposed assessments to the property owners on or in the vicinity of 16th Avenue stating that the assessments were not fair. He stated the following reasons that the assessments were not fair: 1) over the past 25 years, previous property owners did not pay any street assessments to the City because the cost of the street projects were paid entirely by IRRR or State grants funds; 2) along Mountain Iron Drive from Unity Drive to 13th Street, Enterprise Drive North from Nichols Avenue to Enterprise Drive Northeast, and Enterprise Drive South from Unity Drive to Mud Lake Road. He said that it is a matter of past practice and policy of fairness that since the City of Mountain Iron received a \$280,000 State Grant for the Mountain Iron share of the 16th Avenue project and will be of no cost to the City. He said that this is free money from the State to the City, so there should be no assessment on 16th Avenue. Councilor Roskoski informed the Council that on April 27, 2007, he spoke with Representative Rukavina. He said that Representative Rukavina was the one that obtained the \$280,000 grant for the City of Mountain Iron in 2006. Councilor Roskoski asked him to clarify the use of the funds for the City. Representative Rukavina said the following: 1) all of the \$280,000 grant is to stay in a common 16th Avenue South account with the City of Virginia; Mountain Iron is to pay costs associated with the portion that is located in the City of Mountain Iron; and, any remaining money in the grant would go to the City of Virginia to put toward the costs incurred for their side of the 16th Avenue Project. 2) Representative Rukavina said that there are to be no assessment levied against the property owners on the Mountain Iron side of the project. 3) If the City Administrator or the City Council are confused on any aspect of

this grant to contact Representative Rukavina. Councilor Roskoski said that the City Council should follow past practices to be fair.

The Mayor advised Councilor Roskoski that he should not be speaking at the public hearing at the City Council meeting because it is a conflict of interest. The Mayor said that he was advised by the City Attorney that Councilor Roskoski should not be speaking as a private resident.

The Mayor gave the public a background on the acquisition of the \$280,000 State Grant. He said that the grant mysteriously appear through the City of Virginia. The Mayor said that there were no assessments currently certified for 16th Avenue and any proposed assessments would be taken care of following the completion of the project. The Mayor advised Councilor Roskoski to check with the City Attorney or the League of Minnesota Cities regarding the legalities with him speaking as a resident during a public hearing.

John Roskoski, 820 South 16th Avenue, advised the Mayor to get the City Attorney and the League of Minnesota Cities to provide their legal opinions in writing to the Council.

The Mayor said that if the City of Mountain Iron were to apply for a grant that the City of Mountain Iron would apply for a grant that would serve more of the residents.

Lee Aultman, 816 South 16th Avenue, said that he is willing to pay his fair share, but in this case he does not believe there is a fair share because the grant funds should cover the entire project. He felt that the property owners should not be assessed because of the grant funds that the City received.

Renold Pettinelli, Lots 12 and 13, Block 4, and Lots 12 and 13, Block 5, West Virginia Addition, said that the City of Virginia applied for the grant because the City of Mountain Iron was not doing anything to promote the street project to get completed.

Councilor Prebeg said that the City Council is looking out for all of the City's residents and taxpayers with regard to street improvements and assessments. He said that there will only be an assessment if all of the grant funds do not cover the project, which is why the City has to conduct a public hearing because of the assessment procedures outlined by State Statutes. He said that this is the first time that he heard that the remaining grant funds must be turned over to the City of Virginia and he was going to check further into the matter.

Allen Nelson, 8511 Cardinal Street, Parkville, said that he does not live on 16th Avenue, but the City was awarded a grant and there should be no assessments because of the grant. Mr. Nelson also questioned how one public entity applied for a grant for another public entity.

Thomas Tammaro, Lot 14 and 15, Block 4, West Virginia Addition, asked why the City of Mountain Iron is being charged 45% of the costs of the reconstruction of 16th Avenue. He questioned why the City of Mountain Iron agreed to the 45% charges for the street.

John Roskoski suggested that the City Council send a thank you to Representative Rukavina and the City of Virginia to show the City's appreciation for obtaining the 16th Avenue grant.

At 7:13 p.m., Councilor Roskoski left the meeting.

At 7:14 p.m., it was moved by Prebeg and supported by Stanaway to close the public hearing on the 16th Avenue Improvement Project and reconvene the regular meeting. The motion carried with Councilor Roskoski absent.

The Mayor commented on the Taconite Ridge Wind Energy Project, a 25 megawatt project, in the Laurentian Energy area. The Mayor informed the Council that the City is working with the EDA to be a passive partner in the Wind Energy Project. The Mayor said that the State is mandating by the year 2025 that 25% of the energy generated has to be renewable energy.

At 7:15 p.m., Councilor Roskoski returned to the meeting.

The Mayor advised the Council that he spoke with the County Assessor regarding three new businesses that have recently located in Mountain Iron. He said that Mountain Timber, Walgreens, and Diamond Willow have brought \$1.5 million additional tax base into the City and next year that amount would be \$2.3 million. The Mayor thanked the Planning and Zoning Commission, Zoning Administrator Kujala, the EDA, the City Administrator, the Director of Public Works, Gary Cerkvienik, and previous and present City Council members that encouraged and assisted all of the economic development. Councilor Zupancich said that the Wind Energy Project, for the construction of the wind mills on the taconite ridge, will be a financially stable project and will generate cash revenue that will be brought into the Economic Development Authority to further promote economic development in Mountain Iron, which will increase the City's tax base. Councilor Zupancich said that the site work for the Wind Energy Project will begin the first week in June. Councilor Stanaway echoed what Councilor Zupancich said, and said that he has only served on the EDA for four months and really enjoys seeing what is going on.

The Mayor also said that he would like to see a couple more advertisements placed in the Mesabi Daily News for the positions on the newly created Public Safety and Health Board with a deadline of Friday, May 25th and the appointments being made at the June 4th City Council meeting. The Mayor said that two members of the Council are appointed to the Board and he said that he would be applying for one of the positions. Councilor Stanaway also stated that he would be interested in serving on the Board. Councilor Roskoski also said that he was interested in serving on the Board.

It was moved by Skalko and supported by Stanaway to set a Labor Management meeting for Monday, May 14th at 2:30 p.m. with Mayor Skalko and Councilor Zupancich representing the Council. The motion carried.

The City Administrator reported that there is a timeline enclosed in the packet for the Community Development Block Grant (CDBG) to benefit low and moderate income

residents in the City. Councilor Roskoski said that the City should apply for a CDBG grant to change some of the one bedroom apartments to two bedroom apartments in Mountain Manor complex. The City Administrator said that this would not qualify under the grant guidelines. The Mayor asked the City Administrator to check again on the grant requirements with regard to the Mountain Manor Apartment Complex. The City Administrator said that the CDBG pre-application deadline is May 15, 2007.

The Mayor informed the City Council that the City was presented with a silver engraved plate for the City donation to the World Junior Curling Championship.

Councilor Roskoski asked the City Administrator how much tax revenue would be generated from the \$50 million dollar Wind Energy Project. The City Administrator said that the question has been asked and the answer has not been received because of how it is structured and where it is located, mining property versus regular property.

Councilor Roskoski asked why the City is advertising for landscaping materials. The City Administrator said that the City received a grant from the State of Minnesota in 2005 to install trees and shrubs around the Quad Cities sign.

It was moved by Prebeg and supported by Stanaway to authorize City Staff to prepare specifications and call for quotes for replacement pumps and controls for the Parkville Lift Station. The motion carried.

It was moved by Prebeg and supported by Zupancich to accept the recommendation of the Utility Advisory Board and authorize the large trash collection. The motion carried.

The Mayor asked the Director of Public Works if a traffic study was going to be completed on County Road 103. The Director said that a request had been made with Saint Louis County and the traffic study would be conducted soon.

Councilor Roskoski asked if an estimate was available for camera surveillance systems for the City of Mountain Iron. The Director of Public Works said that he thought it would be around \$25,000 to just do the City Garage. Councilor Roskoski said that Richard Soderberg had contacted him and said that he has information on smaller/more portable camera to use and he said the City could contact him for additional information.

Councilor Roskoski asked the Director of Public Works why the signal lights were flashing on Saturday, April 21st. The Director of Public Works said that the signal lights were still flashing on Monday morning and the Minnesota Department of Transportation were contacted and they came and took care of the controller for the lights.

It was moved by Prebeg and supported by Zupancich to accept the recommendation of the Parks and Recreation Board and approve the contract for Wilbur and Violet Ball to be caretakers at the West II Rivers Campground at a cost of \$575.00 per week (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Roskoski and supported by Skalko to authorize the Northeast Minnesota Office of Job Training to place David Winfield to work for the Mountain Iron Recreation Department as needed. The motion carried.

It was moved by Stanaway and supported by Zupancich to accept the recommendation of the Parks and Recreation Board and authorize the specifications to be prepared and seek quotes for the South Grove Restroom Remodeling Project. The motion carried.

Allen Nelson, addressed the Council regarding the access to Wolf Park. Councilor Prebeg said that it was set up this way to control the access to the Park. The Mayor requested that the Parks and Recreation Board to review the situation.

It was moved by Stanaway and supported by Skalko to authorize the purchase of furniture from Burgher Office Supply for the Library at their quoted price of \$20,406 using funds from the USDA loan and the State of Minnesota grant. The motion carried.

Councilor Stanaway asked the Librarian how the painting project was coming. The Librarian said that the painting project should be completed on May 8th.

Councilor Roskoski asked the Sergeant if it is legal to cross double yellow lines on a highway. The Sergeant said that you can turn across them, but you can not pass cars.

The Mayor advised the Council that the Sergeant would be gone for the next City Council meeting and Deputy Yarick would attend the May 21st City Council meeting, if she was available.

Councilor Roskoski asked the City Engineer if a map was prepared showing the property lines in Locomotive Park for the fence to be installed.

It was moved by Prebeg and supported by Zupancich to accept the recommendation of the Personnel Committee to approve the increase in the hourly wage for Summer Workers to \$8.00 with a \$0.25 hour increase for returning Summer Workers. And further, to have all applications reviewed by the Department Heads and authorize them to hire the employees. The motion carried with Councilor Roskoski voting no.

During the liaison reports, Councilor Roskoski asked when the water problems at the Library were going to be addressed. The Director of Public Works said that when the current contract is finalized, the water issue would be addressed. The Director advised the Council that the contract is almost finalized. The Director also said that they are currently looking for solutions to the remaining issues at the library.

It was moved by Skalko and supported by Zupancich to adopt Resolution Number 22-07, Ordering Improvements and Preparation of Plans for all of 16th Avenue, (a copy is attached and made a part of these minutes). The motion carried with Councilor Roskoski voting no.

It was moved by Zupancich and supported by Stanaway to adopt Resolution Number 23-07, Charitable Gambling for Chicagami to operate at B.G.'s Saloon, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and supported by Zupancich to adopt Resolution Number 24-07, Bank Authorization, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Stanaway and supported by Zupancich to adopt Resolution Number 25-07, Authorizing Mutual Aid Agreement, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Roskoski and supported by Zupancich to direct Benchmark Engineering to prepare plans and specifications for paving all or part of Streetcar Road and have said materials ready for the May 21, 2007, City Council meeting where then, if the Council so chooses, could call for a public hearing. The **motion failed** with Councilors Prebeg, Zupancich, Stanaway and Mayor Skalko voting no.

The Council reviewed the list of communications.

It was moved by Roskoski and supported by Skalko to notify the Saint Louis County Engineer of the crosswise dip by 5577 Mineral Avenue (County Road 102) and request that the dip be leveled out as soon as possible. The motion carried.

It was moved by Roskoski and supported by Zupancich to have the Personnel Committee review the Foreman situation and, if necessary, update the job description. And further, being there might be some debate whether this should be a labor position or a management position, put together a labor position employment format with whatever wage that position qualifies for, but also put together a management position format with whatever salary that position qualifies for. And, if possible, try to have all of the materials for the May 21st City Council meeting. The **motion failed** with Councilors Prebeg, Zupancich, Stanaway and Mayor Skalko voting no.

During the open discussion, Councilor Stanaway said that in the North Parkville and Parkville Road area, someone has dumped numerous bags of leaves and garbage in the area. The Sergeant said that there is a resident that has taken some material from a building and attempted to make a bridge by the Parkville School and the resident has been advised not to do this.

Also during the open discussion, Councilor Roskoski wanted to clarify his vote on the 2007 street improvement projects where he voted no. He said that he would have voted yes for Locomotive Street, Coral Street, Unity Drive from County Road 7 to Mountain Iron Drive, and Granite Street. And, he said that he would have voted no on Tamarack Drive, Centennial Drive West, Heather Avenue North, Heather Avenue South, Unity Drive West, and Enterprise Drive North.

At 8:19 p.m., it was moved by Skalko and supported by Zupancich that the meeting be adjourned. The motion carried.

Respectfully submitted:

Jill M. Forseen, CMC/MMCA
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. Minnesota Department of Transportation, a letter advising the City that the grant application for the Mountain Iron-Buhl High School to Merritt Elementary School Trail was not recommended for funding.
2. Iron Range Veterans Memorial, a thank you for the contribution.
3. Sally Peterangelo, a thank you for the floral arrangement for Phil's funeral.
4. League of Minnesota Cities, forwarding information regarding Board of Directors vacancies.

MINUTES (Draft #2)
MOUNTAIN IRON CITY COUNCIL
MAY 7, 2007

Mayor Skalko called the City Council 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: Craig J. Wainio, City Administrator; Jill M. Forseen, Municipal Services Secretary; Larry Nanti, Recreation Director; Don Kleinschmidt, Director of Public Works; Rick Feiro, Sergeant; Rod Flannigan, City Engineer (entering at 6:32 p.m.); and Sally Peterangelo, Librarian (entering at 7:39 p.m.).

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

1. Add the following items to the agenda:
 - VI. H. County Road 102 (Mineral Avenue) Dip
 - VII. A. Foreman Position
2. Approve the minutes of the April 10, 2007, Board of Review meeting as submitted.
3. Approve the minutes of the April 16, 2007, City Council meeting with the following corrections:

Page 4, paragraph 4,”Councilor Roskoski questioned the City Attorney regarding the City definition of a cul-de-sac. The City Attorney said it was a dead end. Mayor Skalko said.....”

Page 5, paragraph 3,”Library Liaison, about the one ~~four~~ lights in the back...””and dumping water ~~directly into the flower pots,~~ along the foundation of the building, when it should.....”
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7. To authorize the payments of the bills and payroll for the period April 16-30, 2007, totaling \$382,303.63, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, Carolyn Olsen, 5430 Giorgi's Road, Mountain Iron, was present and advised the Council that Old Highway 169 Downtown to the Campground Road is in terrible condition and is a safety hazard.

It was the consensus of the Council to have the Street and Alley Committee review Old Highway 169 in the Kinross area.

It was moved and seconded to grant a one day on-sale liquor license for B.G.'s Bar to serve alcohol at the Terch/Venaas wedding reception at the Mountain Iron Community Center on August 25, 2007. The motion carried unanimously.

At 6:43 p.m., it was moved and seconded to recess the regular meeting and open the public hearing on the 16th Avenue Improvement Project. The motion carried unanimously.

The Mayor stated that the public hearing was to discuss improvements to 16th Avenue that may be assessed. He said that this is a joint project with the City of Virginia.

Councilor Roskoski, 820 South 16th Avenue, stated opposition to the proposed assessments.

Lee Aultman, 816 South 16th Avenue, said that he felt that the property owners should not be assessed because of the grant funds that the City received.

Renold Pettinelli, Lots 12 and 13, Block 4, and Lots 12 and 13, Block 5, West Virginia Addition, said that the City of Virginia applied for the grant because the City of Mountain Iron was not doing anything to promote the street project to get completed.

Allen Nelson, 8511 Cardinal Street, Parkville, said that he does not live on 16th Avenue, but the City was awarded a grant and there should be no assessments because of the grant.

Thomas Tamaro, Lot 14 and 15, Block 4, West Virginia Addition, asked why the City of Mountain Iron is being charged 45% of the costs of the reconstruction of 16th Avenue. He questioned why the City of Mountain Iron agreed to the 45% charges for the street.

John Roskoski suggested that the City Council send a thank you to Representative Rukavina and the City of Virginia to show the City's appreciation for obtaining the 16th Avenue grant.

At 7:13 p.m., Councilor Roskoski left the meeting.

At 7:14 p.m., it was moved and seconded to close the public hearing on the 16th Avenue Improvement Project and reconvene the regular meeting. The motion carried.

The Mayor commented on the Taconite Ridge Wind Energy Project, a 25 megawatt project, in the Laurentian Energy area.

At 7:15 p.m., Councilor Roskoski returned to the meeting.

The Mayor updated the Council on the additional tax base new businesses that have located in Mountain Iron have created. The Mayor thanked the City Staff and Boards for their work on the new economic development projects.

The Mayor said he would like to have two more advertisements placed in the Mesabi Daily News for the Public Safety and Health Board positions. Mayor Skalko, Councilor Stanaway, and Councilor Roskoski expressed interest to serve on the Board.

It was moved and seconded to set a Labor Management meeting for Monday, May 14th at 2:30 p.m. with Mayor Skalko and Councilor Zupancich to represent the Council. The motion carried unanimously.

The City Administrator reported that a timeline was enclosed in the packet for the Community Development Block Grant.

The Mayor informed the City Council that the City was presented with a silver engraved plate for the City donation to the World Junior Curling Championship.

It was moved and seconded to authorize City Staff to prepare specifications and call for quotes for replacement pumps and controls for the Parkville Lift Station. The motion carried unanimously.

It was moved and seconded to accept the recommendation of the Utility Advisory Board and authorize the large trash collection. The motion carried unanimously.

The Mayor asked the Director of Public Works if a traffic study was going to be completed on County Road 103. The Director said that a request has been made with Saint Louis County and the traffic study would be conducted soon.

It was moved and seconded to accept the recommendation of the Parks and Recreation Board and approve the contract for Wilbur and Violet Ball to be caretakers at the West II Rivers Campground at a cost of \$575.00 per week (a copy is attached and made a part of these minutes). The motion carried unanimously.

It was moved and seconded by Skalko to authorize the Northeast Minnesota Office of Job Training to place David Winfield to work for the Mountain Iron Recreation Department as needed. The motion carried unanimously.

It was moved and seconded to accept the recommendation of the Parks and Recreation Board and authorize the specifications to be prepared and seek quotes for the South Grove Restroom Remodeling Project. The motion carried unanimously.

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It was moved and seconded to accept the recommendation of the Personnel Committee to approve the increase in the hourly wage for Summer Workers to \$8.00 with a \$0.25 hour increase for returning Summer Workers. And further, to have all applications reviewed by the Department Heads and authorize them to hire the employees. The motion carried.

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It was moved and seconded by Zupancich to direct Benchmark Engineering to prepare plans and specifications for paving all or part of Streetcar Road for the May 21, 2007 City Council meeting to call for a public hearing. The **motion failed**.

It was moved and seconded to notify the Saint Louis County Engineer of the crosswise dip by 5577 Mineral Avenue (County Road 102) and request that the dip be leveled out as soon as possible. The motion carried unanimously.

It was moved and seconded to have the Personnel Committee review the Foreman situation, update the job description, put together a labor position employment format with a qualifying hourly wage, and put together a management position format with a qualifying salary and try to have all of the materials prepared for the May 21st City Council meeting. The **motion failed**.

During the open discussion, Councilor Stanaway advised the Director of Public Works of a refuse dumping issue in Parkville.

Also during the open discussion, Councilor Roskoski clarified his vote on the 2007 street improvement projects.

At 8:19 p.m., it was moved and seconded that the meeting be adjourned. The motion carried unanimously.

Prepared by:

Jill M. Forseen, CMC/MMCA
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. Minnesota Department of Transportation, a letter advising the City that the grant application for the Mountain Iron-Buhl High School to Merritt Elementary School Trail was not recommended for funding.
2. Iron Range Veterans Memorial, a thank you for the contribution.
3. Sally Peterangelo, a thank you for the floral arrangement for Phil's funeral.
4. League of Minnesota Cities, forwarding information regarding Board of Directors vacancies.

These types of issues would be eliminated by adopting the anecdotal minutes.

EXAMPLE

April 16, 2007, minutes as prepared by the Municipal Services Secretary:

Councilor Roskoski asked Councilor Stanaway, Library Liaison, about the four lights in the back of the Library that are not currently working and the down spouts coming down from the roof and dumping water directly into the flower pots, when it should go out into the library yard. The Director of Public Works said that these items were addressed and they were not included in the original project.

April 16, 2007, minutes as corrected at the May 7, 2007, City Council meeting:

*Page 5, paragraph 3, "Library Liaison, about the one ~~four~~ lights in the back..."
.... "and dumping water ~~directly into the flower pots,~~ along the foundation of the building, when it should....."*

VERBATIM words spoken at the April 16, 2007 meeting:

....the four lights along the south side of the building that light up the sidewalk from the front to the back entrances, the four individual lights that look like lanterns, and I was told that the furthest one to the west hasn't been on for many many many months. So, they just mentioned if I see you....

And, the other issue there is the downspouts that come from the rain gutter on the roof, all the downspouts that I could see come right around the side of the edge of the foundation and dump right into the flower beds. And I thought that part of this project was to have some laterals go out to get the water away from the building....

CITY OF MOUNTAIN IRON
Minute Taking Standards
(PROPOSED)
MAY 2007

Minute taking standards will help accomplish the following results:

- Consistency of content and format of minutes
- A tool with which to train new minute takers and orient group members
- Establishing an understanding that minutes are significant documents
- Reducing arguments about what to record in the minutes
- Eliminating demands on minute takers to record inappropriate details
- Preserving the integrity of the City's historical records
- Making it easy to retrieve minutes and track the history of motions and decisions
- Adding validity to the minutes (because consistent standards are followed, internal and external parties will see minutes as legitimate and genuine historical records)
- Reducing exposure to risk that may arise from having inappropriate details in minutes
- Creating an organizational incentive to develop standards for planning and running meetings

Standards for Recording Substantive Details

At a minimum, minutes must capture substantive decisions made, and actions taken by the group, at a duly convened meeting. As an option, the group may also include summaries of the discussions and thought processes that led to decisions.

Substantively, there are three types of minutes:

- Decision-only minutes
- **Anecdotal minutes (decisions and discussion summaries)**
- Verbatim minutes (word-for-word records of what was said)

Anecdotal Minutes

Anecdotal minutes are the recommended standard in most cases. They contain objective and concise point-form summaries of discussions, without attributing comments to individuals. Summaries are followed by decisions made or motions voted on (if any).

The minute taker must listen to discussions and capture significant points made by the group. He or she should not record a brief comment, made by one person, and not pursued by the group. The minute taker should record an idea or concern reinforced by several people or given some airtime. A point that was made several times needs only to be recorded once. To help with the recording of anecdotal minutes, the meeting Chair

should periodically summarize key points. The minute taker must never alter summaries according to his or her personal biases.

Standards for Recording Procedural Details

It is not necessary to record names of movers and seconders of motions. The two individuals do not own the motion once debate on it begins. In addition, recording these names may give a potentially false impression that the individuals supported the motion throughout the decision-making process, when this may not have been the case.

If a main motion is amended, it is not necessary to record housekeeping amendments (often-called *friendly* amendments) separately. All that matters is the final wording of the main motion and the voting outcome on it.

Standards for the Layout of Minutes

A running header, indicating the nature of the document and its status on every page should be considered. Having the same information at the top of every page will ensure that, if pages separate, readers will be able to re-assemble them easily. A running header should indicate the date, the group that held the meeting, whether they are approved or unapproved minutes, and a page number.

Establish font styles and sizes (which may be increased when highlighting decisions or motions), desired length of paragraphs (try for no more than five lines each), and how much white space is needed to make minutes readable and visually appealing.

Establish whether references to names (where names are recorded) should be formal, on a first name basis or by initials. If it is the latter, include a list of all initials and names at the start of the minutes.

Informal Decisions (Unanimous Consent)

Routine and non-controversial decisions do not require formal motions. They may be made by unanimous consent. The Chair asks, "Is there any objection to _____?" If there is no objection, the Chair then directs that the action be taken. The principle is: if there is no objection, there is acquiescence and therefore unanimous consent. However, if there is even one objection, the Chair resorts to a more formal procedure and may need to take a formal vote on the matter. Unanimous consent is not appropriate when voting on main motions or resolutions, nor is it appropriate for any contentious procedural decisions.

RECOMMENDATION:

Establishment of City of Mountain Iron Minute Taking Standards as follows:

- Anecdotal Minutes
- Names of Movers – not recorded
- Names of Seconders – not recorded
- Amendments to Main Motions – not recorded
- Running Header – Yes
- Font size – 12 pt.
- References to Names – Formal
- Routine Decisions – No formal motion

Summary By Category And Distribution

Category	Distribution	Amount
BUILDING RENTALS	COMMUNITY CENTER	150.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	300.00
UTILITY	UTILITY	129,503.93
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	30,006.43
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	1,135.00
MISCELLANEOUS	REIMBURSEMENTS	1,002.30
SALE OF PROPERTY	SALE OF PROPERTY	750.00
CAMPGROUND RECEIPTS	FEES	30.00
FINES	CRIMINAL	3,797.28
CHARGE FOR SERVICES	SEWER-CHARGE FOR SERVICES	1,279.66
COPIES	COPIES	7.25
MISCELLANEOUS	FAX CHARGES	2.00
METER DEPOSITS	ELECTRIC	150.00
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	217.71
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	5.49
PERMITS	BUILDING	10.50
LICENSES	ANIMAL	25.00
CD INTEREST	CD INTEREST 101	1,009.84
CD INTEREST	CD INTEREST 378	1,255.48
CD INTEREST	CD INTEREST 602	191.05
CD INTEREST	CD INTEREST 603	272.95
MISCELLANEOUS	LIBRARY-COPIES, FINES, MISC.	51.73
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	29.01
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	2,236.17
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,456.76
Summary Totals:		<u>178,935.54</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/07	05/04/2007	34796	130011	MOUNTAIN IRON POSTMASTER	603-20200	348.07
05/07	05/09/2007	34797	220007	ACS GOVERNMENT SYSTEMS INC	101-20200	633.13
05/07	05/09/2007	34798	10008	AIRGAS NORTH CENTRAL	604-20200	197.68
05/07	05/09/2007	34799	5009	ANGELA NORDLUND	101-20200	50.00
05/07	05/09/2007	34800	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	253.75
05/07	05/09/2007	34801	5007	ASSURANT EMPLOYEE BENEFITS	101-20200	630.95
05/07	05/09/2007	34802	20048	BARNES DISTRIBUTION	101-20200	98.34
05/07	05/09/2007	34803	20022	BENCHMARK ENGINEERING INC	103-20200	12,501.66
05/07	05/09/2007	34804	20010	BISS LOCK INC	101-20200	15.98
05/07	05/09/2007	34805	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	864.37
05/07	05/09/2007	34806	30017	CARQUEST (MOUNTAIN IRON)	602-20200	124.99
05/07	05/09/2007	34807	30061	CELLULARONE	604-20200	477.18
05/07	05/09/2007	34808	5012	CONNIE SABETTI	101-20200	100.00
05/07	05/09/2007	34809	30011	CONVEYOR BELT SERVICE INC	101-20200	11.25
05/07	05/09/2007	34810	60036	FILTRATION SYSTEMS INC	101-20200	396.26
05/07	05/09/2007	34811	60003	FIVE SEASONS SPORTS CENTER	301-20200	39.26
05/07	05/09/2007	34812	8019	GARY SKALKO	101-20200	100.00
05/07	05/09/2007	34813	70030	GCS SERVICE INC	101-20200	400.44
05/07	05/09/2007	34814	5013	GIRLS SCOUT TROOP 1229	101-20200	50.00
05/07	05/09/2007	34815	70028	GREATER MINNESOTA AGENCY INC	101-20200	198.00
05/07	05/09/2007	34816	70029	GUARDIAN PEST CONTROL INC	101-20200	59.64
05/07	05/09/2007	34817	80022	HAWKINS INC	601-20200	220.98
05/07	05/09/2007	34818	140013	HD WATERWORKS SUPPLY	601-20200	50.81
05/07	05/09/2007	34819	80017	HENRY'S WATERWORKS INC	101-20200	317.53
05/07	05/09/2007	34820	80002	HILLYARD	101-20200	2,060.36
05/07	05/09/2007	34821	90003	INTERSTATE POWER SYSTEMS	603-20200	285.19
05/07	05/09/2007	34822	5010	JACLYN COOK	101-20200	50.00
05/07	05/09/2007	34823	3043	JANET SKINNER	101-20200	100.00
05/07	05/09/2007	34824	100008	JENIAS APPLIANCE & TV	301-20200	1,091.63
05/07	05/09/2007	34825	60018	JILL M FORSEEN	101-20200	25.22
05/07	05/09/2007	34826	5005	KARLA KINTNER	101-20200	50.00
05/07	05/09/2007	34827	5004	KATE TAMMARO	101-20200	100.00
05/07	05/09/2007	34828	5001	L & M RADIATOR	101-20200	50.00
05/07	05/09/2007	34829	120032	LAKE COUNTRY POWER	101-20200	130.00
05/07	05/09/2007	34830	120046	LAKWERKS PRODUCTION AND	602-20200	275.00
05/07	05/09/2007	34831	120002	LAWSON PRODUCTS INC	101-20200	831.04
05/07	05/09/2007	34832	120039	LEEF SERVICES	101-20200	21.30
05/07	05/09/2007	34833	120012	LIBRARY STORE	101-20200	32.76
05/07	05/09/2007	34834	120014	LUNDGREN MOTORS	101-20200	164.12
05/07	05/09/2007	34835	130030	MACQUEEN EQUIPMENT	101-20200	783.79
05/07	05/09/2007	34836	5011	MARLENE OJA	101-20200	50.00
05/07	05/09/2007	34837	5006	MARLY CVAR	101-20200	50.00
05/07	05/09/2007	34838	130058	MCMASTER CARR	601-20200	24.26
05/07	05/09/2007	34839	130004	MESABI DAILY NEWS	603-20200	1,628.09
05/07	05/09/2007	34840	130006	MESABI HUMANE SOCIETY	101-20200	1,000.00
05/07	05/09/2007	34841	4018	MESABI RANGE YOUTH FOR CHRIST	101-20200	100.00
05/07	05/09/2007	34842	4014	MESSIAH LUTHERAN CHURCH SWOP	101-20200	100.00
05/07	05/09/2007	34843	130109	METRO FIRE	101-20200	1,789.00
05/07	05/09/2007	34844	130036	MINNESOTA DEPT OF REVENUE	602-20200	1,450.00
05/07	05/09/2007	34845	130009	MINNESOTA POWER	602-20200	62,451.02
05/07	05/09/2007	34846	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	15,076.59
05/07	05/09/2007	34847	130128	MTI DISTRIBUTING	101-20200	449.30
05/07	05/09/2007	34848	130127	M-V AUTO	101-20200	98.62
05/07	05/09/2007	34849	5014	NATALIE PANKRATZ-LEFF	101-20200	20.96
05/07	05/09/2007	34850	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	41,924.74
05/07	05/09/2007	34851	140004	NORTHERN ENGINE & SUPPLY INC	601-20200	35.24
05/07	05/09/2007	34852	140054	NORTHLAND CHEMICAL CORP	101-20200	436.15

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/07	05/09/2007	34853	140008	NORTRAX EQUIPMENT/POWERPLAN	101-20200	45.58
05/07	05/09/2007	34854	40032	OFFICE OF ENTERPRISE TECHNOLOG	101-20200	424.68
05/07	05/09/2007	34855	150011	OLD DOMINION BRUSH	101-20200	767.80
05/07	05/09/2007	34856	160003	PERPICH TV & MUSIC INC	101-20200	53.24
05/07	05/09/2007	34857	160045	PHILLIPS 66-CONOCO-76	101-20200	3,571.88
05/07	05/09/2007	34858	170005	QUALITY FLOW SYSTEMS INC	602-20200	5,609.36
05/07	05/09/2007	34859	170007	QUILL CORPORATION	604-20200	373.30
05/07	05/09/2007	34860	180008	RADKO IRON & SUPPLY INC	601-20200	113.41
05/07	05/09/2007	34861	180052	REED BUSINESS INFORMATION	101-20200	151.64
05/07	05/09/2007	34862	190023	SAINT LOUIS COUNTY	101-20200	448.00
05/07	05/09/2007	34863	190010	SEPPI BROTHERS	101-20200	191.70
05/07	05/09/2007	34864	190045	SERVICE SOLUTIONS	602-20200	336.59
05/07	05/09/2007	34865	190014	SHERWIN WILLIAMS	101-20200	517.80
05/07	05/09/2007	34866	190076	SPECTORSOFT	101-20200	100.00
05/07	05/09/2007	34867	190002	ST LOUIS COUNTY AUDITOR	603-20200	17,163.50
05/07	05/09/2007	34868	190016	ST LOUIS COUNTY AUDITOR	101-20200	90.10
05/07	05/09/2007	34869	2012	STEPHANIE FROSAKER	101-20200	50.00
05/07	05/09/2007	34870	190030	STRATEGIC INSIGHTS INC	101-20200	479.25
05/07	05/09/2007	34871	190075	SUMMIT SUPPLY CORPORATION	101-20200	664.00
05/07	05/09/2007	34872	200003	TACONITE TIRE SERVICE	603-20200	571.69
05/07	05/09/2007	34873	200020	THE TRENTI LAW FIRM	101-20200	3,894.56
05/07	05/09/2007	34874	1228	TRICIA JALONEN	101-20200	50.00
05/07	05/09/2007	34875	200006	TRIMARK INDUSTRIAL	601-20200	64.69
05/07	05/09/2007	34876	200036	TRITEC OF MINNESOTA INC	601-20200	43.76
05/07	05/09/2007	34877	220025	VERIZON WIRELESS	101-20200	21.69
05/07	05/09/2007	34878	220014	VIKING INDUSTRIAL NORTH	101-20200	433.03
05/07	05/09/2007	34879	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	38,105.94
05/07	05/09/2007	34880	220020	VISA OR AMERICAN BANK CC PMT	301-20200	7,354.36
05/07	05/09/2007	34881	230034	WEST, DEVIN	101-20200	190.00
05/07	05/09/2007	34882	230033	WITMER ASSOCIATES INC	301-20200	3,575.00
05/07	05/09/2007	34883	240001	XEROX CORPORATION	101-20200	386.80
05/07	05/09/2007	34884	260005	ZEP MANUFACTURING COMPANY	101-20200	33.46
05/07	05/09/2007	34885	260001	ZIEGLER INC	101-20200	16.06
05/07	05/10/2007	134886	130011	MOUNTAIN IRON POSTMASTER	604-20200	410.66
Totals:						237,178.18
Payroll-PP Ending 4/20/07						91,425.37
Payroll-PP Ending 5/4/07						53,700.08
TOTAL EXPENDITURES						<u>\$382,303.63</u>

AGREEMENT

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

WHEREAS, Wilbur & Violet Ball are independent contractors who 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. Wilbur & Violet Ball represents himself/herself to be an independent contractor and he/she agrees to carry such Workmen's Compensation Insurance and Unemployment Compensation Insurance of his/her employees as is required by applicable Minnesota law and to furnish appropriate evidence, i.e., a certificate of insurance thereof. The independent contractor agrees that his/her failure to provide worker's compensation insurance for himself/herself, spouse, parents or children constitutes a rejection of worker's compensation benefits for those individuals.
2. Wilbur & Violet Ball agrees to manage said West Two Rivers Campground for the period of May 9th, 2007 to September 4th, 2007.
3. The City of Mountain Iron agrees to pay Wilbur & Violet Ball the sum of \$575.00 per week for operation of said facility for said 17-week period. Said compensation shall be paid bi-monthly on the first and third Monday of each month thereafter. The manager(s) is recommended to be on-site and available from 6:00 a.m. to 10:00 a.m. and 3:00 p.m. to 7:00 p.m., seven days per week.
4. Wilbur & Violet Ball agrees to act as manager(s) of the park facility and to collect the fees for the campground and to transmit the same to the City of Mountain Iron on a daily basis, Monday through Friday. The manager(s) is to reside at the campground and must provide his/her own furnishings for the provided manager's quarters. The City of Mountain Iron will provide electrical service to this site.
5. Wilbur & Violet Ball 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.
6. Wilbur & Violet Ball consents and agrees that services and duties of supervising the West Two Rivers Campground facility indicated on Exhibit "A" and other duties are required to be performed by him/her individually. Independent contractor is prohibited from subcontracting and/or hiring out any of the responsibilities of independent contractor to any other individual or organization, without the express written consent of the City of Mountain Iron.
7. The City of Mountain Iron can terminate this contract at any time.

Dated this 9th day of May, 2007



City Administrator

Wilbur Ball

Wilbur Ball - Signature & Date

Violet Ball

Violet Ball - Signature & Date

EXHIBIT "A"
WEST TWO RIVERS CAMPGROUD RECOMMEND MAINTENANCE

DAILY:

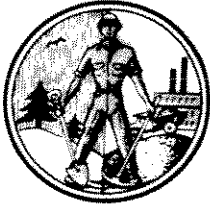
1. Clean bathrooms and fixtures, sweep and mop the control building.
2. Clean up camping areas and all other grounds.
3. Wipe off picnic tabletops at campsites and pavilions.
4. Pick-up litter on bench area, boat landings and fishing dock.
5. Collect fees daily at 6 a.m. and 7 p.m. and turn in fees and 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.

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.
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 dead trees and branches from campground area.
2. Clean and inventory storage area in control building.
3. Clean and wash garbage cans.
4. Clean cabin after being used.
5. Perform duties as assigned by the Public Works or Parks and Recreation Director as to the operation of the campground.
6. Attend all Mountain Iron Parks & Recreation meetings as directed by the Board.



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 22-07

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a Resolution of the City Council adopted the 16th day of April, 2007, fixed a date for a Council Hearing on the proposed improvement of all of 16th Avenue by reconstruction, and;

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 7th day of May, 2007, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

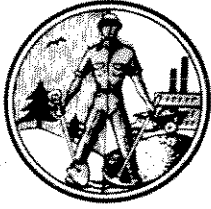
1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted the 16th day of April, 2007.
3. Benchmark Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

DULY ADOPTED BY THE CITY COUNCIL THIS 7TH DAY OF MAY, 2007.

ATTEST:

City Administrator

Mayor Gary Skalko



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 23-07

CHARITABLE GAMBLING

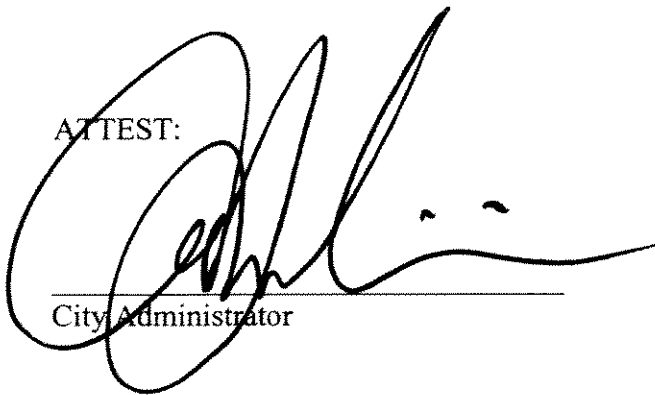
WHEREAS, the Chicagami, has applied to renew a Class B Charitable Gambling Operation Permit consisting of raffles, paddlewheels, tipboards, and pull-tabs at BGs Saloon, and;

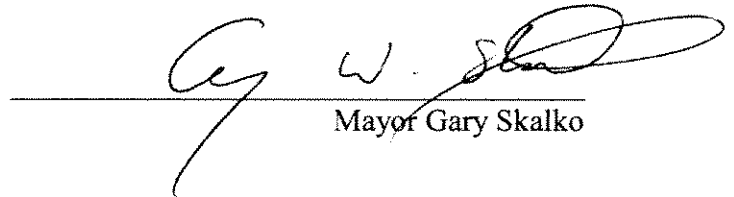
WHEREAS, the Chicagami, is requesting that their Class B Charitable Gambling Permit be renewed.

NOW, THEREFORE, BE IT RESOLVED BY THE MOUNTAIN IRON CITY COUNCIL, that the Mountain Iron City Council hereby renews said premise permit.

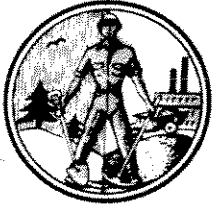
DULY ADOPTED BY THE CITY COUNCIL THIS 7th DAY OF MAY, 2007.

ATTEST:



City Administrator

Mayor Gary Skalko



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

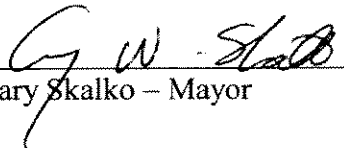
PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com
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RESOLUTION NUMBER 24-07

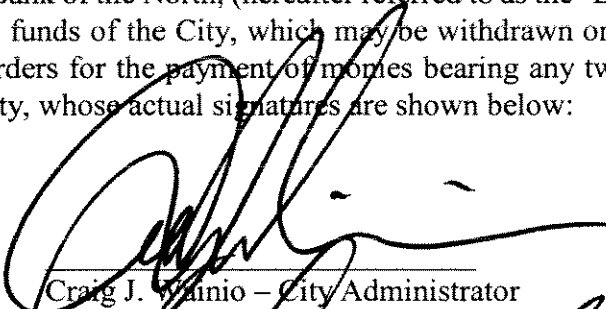
BANK AUTHORIZATION

THIS IS TO CERTIFY: That at a meeting of the City Council of the City of Mountain Iron, (hereafter referred to as the "City"), operating under the laws of the State of Minnesota, duly held on May 7, 2007, the following resolution was adopted:

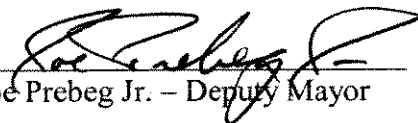
BE IT RESOLVED, that the American Bank of the North, (hereafter referred to as the "Bank"), is hereby designated as a depository for the funds of the City, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of moneys bearing any two of the following officers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



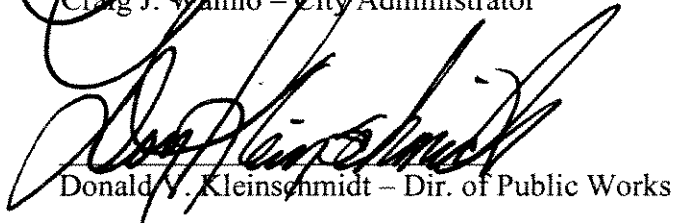
Gary Skalko – Mayor



Craig J. Wainio – City Administrator



Joe Prebeg Jr. – Deputy Mayor



Donald V. Kleinschmidt – Dir. of Public Works

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

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

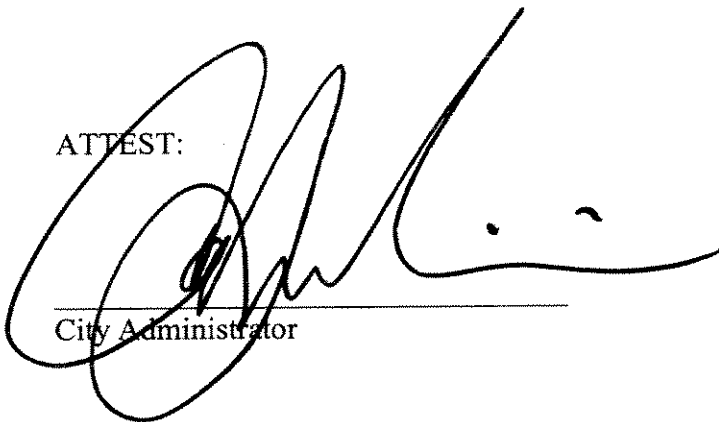
BE IT FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by this City for deposit with the Bank, or for collection or discount by the Bank; and to accept drafts and other items payable at the Bank.

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

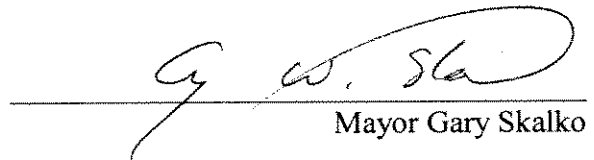
BE IT FURTHER RESOLVED, that the City hereby conferred upon the above named agents shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the Bank at each location where an account is maintained. Bank shall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

DULY ADOPTED BY THE CITY COUNCIL THIS 7th DAY OF MAY, 2007.

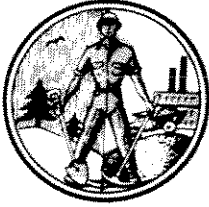
ATTEST:



City Administrator



Mayor Gary Skalko



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RESOLUTION NUMBER 25-07

AUTHORIZING MUTUAL AID AGREEMENT

WHEREAS, the City of Mountain Iron, Minnesota ("City"), operates and maintains a municipal electric, water, wastewater and refuse and recycling utility; and,

WHEREAS, City wishes to cooperate with other cities which own and operate utility systems and other publicly-owned utility organizations ("Utilities"); and,

WHEREAS, City is a member of the Minnesota Municipal Utilities Association ("MMUA") and MMUA has developed a program to encourage and foster mutual aid between and among Utilities in the event of disasters and emergencies; and,

WHEREAS, the Federal Emergency Management Agency ("FEMA") has established a rule which provides that FEMA will reimburse mutual aid costs for a particular disaster or emergency only if mutual aid participants have signed a written agreement prior to that disaster or emergency; and,

WHEREAS, prudent and appropriate charges should be established from time to time which may be paid to City for its provision of mutual aid services and which may be paid to other Utilities which may provide mutual aid assistance to City.

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

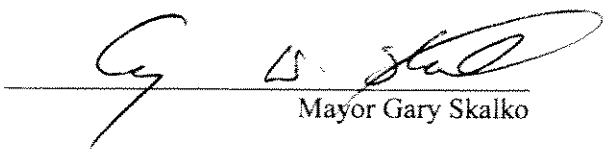
1. The Mayor and City Administrator are hereby authorized and directed to execute and deliver the MMUA Mutual Aid Agreement and such other documents and agreements as may be necessary to implement City's participation in the MMUA Mutual Aid Program and to qualify for FEMA reimbursement of mutual aid costs.
2. The managing staff of the City's utility systems shall establish reasonable rates for reimbursement of its labor and equipment costs as contemplated in FEMA rules, and periodically revise such rates as necessary.
3. City will provide mutual aid assistance to other Utilities if management determines (a) that the reliability and performance of City's utility systems and the public health and safety of City residents and customers will not be materially and adversely affected, (b) the other Utilities has executed the MMUA Mutual Aid Agreement (or an agreement substantially similar in form and content) and (c) the other Utilities has established rates for reimbursement of City's labor and equipment costs which are reasonably comparable to those established by City.

DULY ADOPTED BY THE CITY COUNCIL THIS 7TH DAY OF MAY, 2007.

ATTEST:



City Administrator



Mayor Gary Skalko



MUTUAL AID AGREEMENT



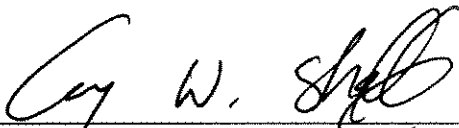
In consideration of the mutual commitments given herein, each of the Signatories to this Mutual Aid Agreement agrees to render aid to any of the other Signatories as follows:

1. Request for Aid. The Requesting Signatory agrees to make its request in writing to the Aiding Signatory within a reasonable time after aid is needed and with reasonable specificity. The Requesting Signatory agrees to compensate the Aiding Signatory as specified in this Agreement and in other agreements that may be in effect between the Requesting and Aiding Signatories.
2. Discretionary Rendering of Aid. Rendering of aid is entirely at the discretion of the Aiding Signatory. The agreement to render aid is expressly not contingent upon a declaration of a major disaster or emergency by the federal government or upon receiving federal funds.
3. Invoice to the Requesting Signatory. Within 90 days of the return to the home work station of all labor and equipment of the Aiding Signatory, the Aiding Signatory shall submit to the Requesting Signatory an invoice of all charges related to the aid provided pursuant to this Agreement. The invoice shall contain only charges related to the aid provided pursuant to this Agreement.
4. Charges to the Requesting Signatory. Charges to the Requesting Signatory from the Aiding Signatory shall be as follows:
 - a.) Labor force. Charges for labor force shall be in accordance with the Aiding Signatory's standard practices.
 - b.) Equipment. Charges for equipment, such as bucket trucks, digger derricks, and other special equipment used by the Aiding Signatory, shall be at the reasonable and customary rates for such equipment in the Aiding Signatory's location.
 - c.) Transportation. The Aiding Signatory shall transport needed personnel and equipment by reasonable and customary means and shall charge reasonable and customary rates for such transportation.
 - d.) Meals, lodging and other related expenses. Charges for meals, lodging and other expenses related to the provision of aid pursuant to this Agreement shall be the reasonable and actual costs incurred by the Aiding Signatory.

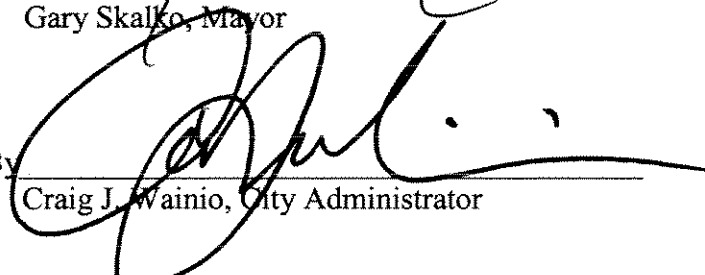
5. Counterparts. The Signatories may execute this Mutual Aid Agreement in one or more counterparts, with each counterpart being deemed an original Agreement, but with all counterparts being considered one Agreement.
6. Execution. Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

Duly executed this 7th day of May, 2007.

CITY OF MOUNTAIN IRON, MINNESOTA

By 

Gary Skalko, Mayor

By 

Craig J. Wainio, City Administrator

COUNCIL LETTER 052107-IVB1

ADMINISTRATOR

LANDSCAPE MATERIALS

DATE: May 16, 2007
FROM: Craig J. Wainio
City Administrator

Staff issued a request for quotes for landscaping materials to complete the landscaping at the Quad Cities entrance sign located on Highway 169, east of the city's westerly boundary. Enclosed, please find the solicitation for quotes. In 2005 MNDOT issues a grant to the City of Mountain Iron in the amount of \$3000 to purchase the materials. Quotes were opened on Wednesday May 16th and are enclosed for your consideration.

CALL FOR QUOTES
LANDSCAPING MATERIALS

(Revision Number 1)

The City of Mountain Iron will be accepting quotes on the following landscape materials:

Quantity	Species	Size	Price
2	Colorado Blue Spruce	8 to 10 feet tall	\$ 385.00 ea.
5	Arborvitae Tecny Globe	#7 Pot	\$ 45.00 ea.
5	Northwoods Red Maple	3 inch BB	\$ 450.00 ea.
3	Arborvitae Tecny Pyramidal	5 to 6 feet tall	\$ 170.00 ea.
15	Cedar Mulch	40 lb bag	\$ 5.50 ea.
15	Edging	20 feet long	\$ 16.00 ea.
2	Weed Fabric	3 feet X 100 Feet	\$ 49.00 ea.
TOTAL			

All materials are to be delivered FOB to the Mountain Iron City Garage located at 8866 Slate Street, Mountain Iron, MN 55768.

Quotes will be received until 10:00 a.m. CST, Wednesday, May 16th, 2007, at which time they will be opened and read aloud in the Mountain Iron City Hall. All quotes are to be sealed and clearly marked "Quote on Landscaping Materials". The City Council reserves the right to accept or reject any and all quotes and the right to re-advertise.

Submit quotes to:

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

*Quote from
Range landscape*

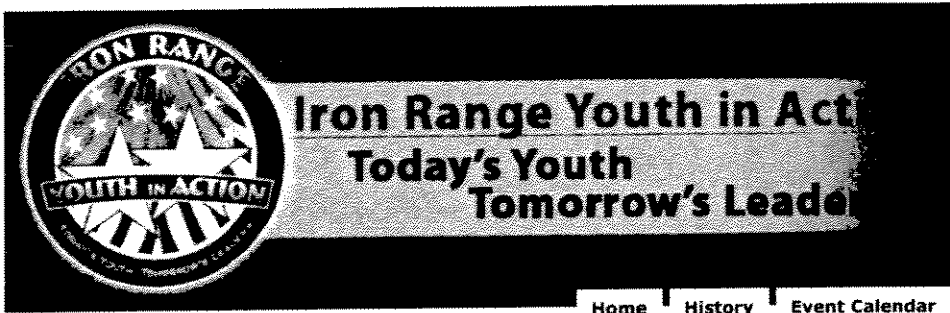
COUNCIL LETTER 052107-IVB2

ADMINISTRATOR

AUTHORIZATION TO DEVELOP PLANS

DATE: May 16, 2007
FROM: Craig J. Wainio
City Administrator

Staff is requesting authorization to develop plans and specification as well as seek quotes for the construction of a playground at the Mountain Manor complex. The \$20,000 playground project was funded through the Community Development Block Grant program who contributed \$15,000 with the City funding the remaining \$5,000.



[Home](#) | [History](#) | [Event Calendar](#) | [Projects & Donations](#) | [Photos](#)

Habitat For Humanity

Iron Range Youth In Action has worked cooperatively with the Northern St. Louis County Chapter of Habitat for Humanity on a Habitat House in Ely in 2003 and presently on a Habitat House in Hibbing. IRYA has opened an account and began fundraising for the Habitat House in Hibbing. IRYA's goal is to help sponsor a home eve...

[Read More About Habitat For Humanity and Donate Now](#)

Cook Skating Shack

The Iron Range Youth in Action kids are energetically working on their The Doug Johnson Cook Skating Shack Renovation Project. We are hoping to provide the community and surrounding areas with the service of creating a better recreation site. The Doug Johnson Cook Skating Shack has been kept up, but it is in need of reno...

[Read More About Cook Skating Shack and Donate Now](#)

Make A Difference Conference

The Iron Range Youth in Action members are enthusiastically planning their 9th Annual Young Leaders Convention -- "Make a Difference 2005" which will be held at the Days Inn in Eveleth. On March 23rd, we will be hosting over 500 Iron Range teens from 20 schools. Our goal for the conference is to make area students become...

[Read More About Make A Difference Conference and Donate Now](#)

Ridgewood Youth Facility

"The Shack" is a youth center that was created by youth from Iron Range Youth in Action and the City of Virginia Youth Council. "The Shack" was formerly known as the "Ridgewood Rink" before it was completely renovated by our area youth. It was a totally dilapidated building in need of total renovation. IRYA members ha...

[Read More About Ridgewood Youth Facility and Donate Now](#)

Chisholm Youth Center

The Iron Range Youth in Action kids are energetically working on their Chisholm Youth Facility Renovation Project. We are hoping to provide many safe, educational, and fun opportunities for the youth in and around Chisholm. Chisholm IRYA has identified the Chisholm Youth Facility Renovation Project as a need in the com...

[Read More About Chisholm Youth Center and Donate Now](#)

Babbitt Beach Renovation

The Babbitt Beach Development Project was started in April of 2001 by the Babbitt High School chapter of Iron Range Youth in Action. This group of youth, along with youth from four other communities, saw that the Babbitt Beach on Birch Lake was in need of several improvements. As the youth of Babbitt identified these p...

[Read More About Babbitt Beach Renovation and Donate Now](#)

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COUNCIL LETTER 052107-IVC1

PUBLIC WORKS

CRACK SEALING

DATE: May 16, 2007
FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

The following quotes were received and opened on Tuesday, May 15, 2007 for furnishing \$15,000.00 worth of crack sealing.

Northwest Asphalt	\$.40/unit foot installed or \$1.20/unit price per pound installed
Bergman Companies Inc.	\$.55/unit foot installed or \$1.28/unit price per pound installed

Staff recommends the quote award for crack sealing services to Northwest Asphalt at their low quote of \$1.20/unit price per pound installed.



Saint Louis County

Office of the Sheriff - 100 North 5th Avenue West, Room 103 • Duluth, Minnesota 55802
Phone: (218) 726-2337 - Fax: (218) 726-2171

Ross Litman
Sheriff

TO: Mt. Iron Mayor and City Council
FROM: Sgt. R. Feiro/5171
RE: April Stats
DATE: May 15, 2007

The St. Louis County Sheriff's Office in Mt. Iron responded to the following calls for service during the month of April
Deputies also performed 74 traffic stops, issuing 28 citations for traffic and criminal offenses and 46 traffic warnings.

CALLS FOR SERVICE:

- 6-Fire Calls
- 3-Drug Related Calls
- 27-On Views (Officer initiated contacts, checking on persons, vehicles, properties)
- 7-Public Assists (Hotrodders, Loud Music, Car Unlocks)
- 13-Custodial Arrests
- 19-Disturbances (Verbal Arguments/Domestics/Threats)
- 19-Suspicious Persons/Vehicles/Unwanted Persons/Warrant Attempts
- 8-Theft
- 18-Assists to Sheriff's Office (Vir/Hib/Buhl)-(7 of these were in Mt. Iron's Area)
- 14-Assists to VIPD/EVPD(2 of these were in MT. Iron's area)
- 12-Welfare Checks upon Persons or Suicide Threats
- 14-Medical Assists
- 11-Motor Vehicle Crashes
- 5-Alarm Calls
- 1-Assault
- 3-Damage to Property
- 0-Burglary
- 5-Animal Complaints
- 0-Search Warrants
- 26-Other Misc Calls(ie: Harassment, Civil Disputes, ATLS, Assist State Patrol)
- 1-Runaway Reports

Reply to:

Administrative Offices
100 N 5th Ave. W, Rm 103
P.O. Box 16187 Duluth, MN 55816
Phone: (218) 726-2341
Fax: (218) 726-2171

County Jail
4334 Haines Road
Duluth, MN 55811
Phone: (218) 726-2345
Fax: (218) 725-6134

Emergency Management
5735 Old Miller Trunk Hwy
Duluth, MN 55811
Phone: (218)
Fax: (218)

Sheriff's Office
300 South 5th Avenue
Virginia, MN 55792
Phone: (218) 749-7134
Fax: (218) 749-7192

Sheriff's Office
1810 12th Ave. E
Hibbing, MN 55746
Phone: (218) 262-0132
Fax: (218) 262-6334

COUNCIL LETTER 052107- IVH1

FIRST RESPONDERS

HIRING

DATE: May 16, 2007

FROM: First Responders

Craig J. Wainio
City Administrator

The First Responders recommend the hiring of the following individuals to the Mountain Iron First Responders:

Matt Mattson
Stacy Pontinen
Connie Pearson

COUNCIL LETTER 052107-VIA

ADMINISTRATION

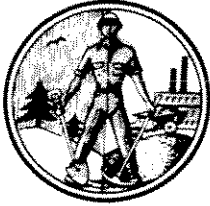
RESOLUTION NUMBER 26-07

DATE: May 16, 2007
FROM: Craig J. Wainio
City Administrator

Resolution Number 26-07 Accepting Bids is for the Park Ridge Drive construction through the Parkville Industrial Park. This project is part of the Park Ridge Development Project and will be funding partially through a \$150,000 grant from Iron Range Resources. The following is a summary of the bids received:

Louis Leustek and Sons	\$220,437.80
Hoover Construction	\$230,901.55
Jola and Sopp Excavating	\$231,025.75
Mesabi Bituminous	\$234,450.25
Bougalis Construction	\$248,255.40
Ulland Brothers	\$260,000.00
C&C Winger	\$319,979.75

Staff recommends adopting Resolution Number 26-07 awarding the bid to Louis Leustek and Sons at the low bid of \$220,437.80.



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 26-07

ACCEPTING BID

WHEREAS, pursuant to an advertisement for bids for the improvement of Park Ridge Drive from Nichols Avenue to the east edge of Park Ridge Plat by reconstruction, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Louis Leustek and Sons	\$220,437.80
Hoover Construction	\$230,901.55
Jola and Sopp Excavating	\$231,025.75
Mesabi Bituminous	\$234,450.25
Bougalis Construction	\$248,255.40
Ulland Brothers	\$260,000.00
C&C Winger	\$319,979.75

AND WHEREAS, it appears that Louis Leustek and Sons, Inc. of Ely, 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 Louis Leustek and Sons, Inc. of Ely, Minnesota in the name of the City of Mountain Iron for the improvement of Park Ridge Drive from Nichols Avenue to the east edge of Park Ridge Plat by reconstruction 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 21st DAY OF MAY, 2007.

ATTEST:

Mayor Gary Skalko

City Administrator

COUNCIL LETTER 052107-VIB

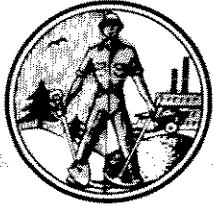
ADMINISTRATION

RESOLUTION NUMBER 27-07

DATE: May 16, 2007
FROM: Craig J. Wainio
City Administrator

Resolution Number 27-07 Approves the Plans and Specifications for the reconstruction of 16th Avenue in cooperation with the City of Virginia. The bid opening date on this project will be determined by the City of Virginia. Plans and Specifications are available at City Hall during normal business hours and will also be available at the City Council meeting.

Staff recommends adopting Resolution Number 27-07 approving plans and specifications and ordering bids.



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 27-07

APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution Number 22-07 passed by the City Council on May 7, 2007, for the improvement of all of 16th Avenue by reconstruction and has presented such plans and specifications to the City 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 of Virginia 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 two days, shall specify the work to be done, shall state that bids will be received by the City of Virginia at a date to be determined, at which time they will be publicly opened at the Virginia City Hall, will then be tabulated, and will be considered by the City Council at a date to be yet determined, in the Mountain Iron Room. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the City Council on the issue of responsibility. No bids will be considered unless sealed and filed with the City of Virginia and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Virginia for ten (10%) percent of the amount of such bid.

DULY ADOPTED BY THE CITY COUNCIL THIS 21st DAY OF MAY, 2007.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 052107-VIC

LABOR MANAGEMENT

EMPLOYEE CLOTHING AND IDENTIFICATION

DATE: May 16, 2007

FROM: Labor Management Committee

Craig J. Wainio
City Administrator

The Labor Management Committee is recommending that City Staff be authorized to review other Cities policy's regarding the issuance of identification badges for City Employee's as well at providing clothing identifying City employees and departments.



Wells Fargo Insurance Services

401 Chestnut Street
P.O. Box 1108
Virginia, MN 55792
218.741.5529 Voice / 218.741.5574 Fax
Toll Free 866.383.9918

April 30, 2007

City of Mt. Iron
Attn: Jill Forseen
8586 Enterprise Drive
Mt. Iron, MN 55768

Dear Jill;

We are working on the renewal of your policy. We just need a couple of things from you. Please sign and return the Liability Coverage Waiver Form. The second thing we need is for you to send us a copy of your most current city budget. → Sent 5/8/07 gmf

Needs CC to go to approval

If you have any other questions regarding this matter, please feel free to give our office a call. Thank you.

Sincerely,

Brenda Varani
Wells Fargo Insurance Services
Commercial Insurance

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST

LIABILITY COVERAGE – WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- If the city does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$300,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,000,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
If the city waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$1,000,000 on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,000,000, regardless of the number of claimants.
If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

_____ accepts liability coverage limits of \$_____ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- The city DOES NOT WAIVE the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
The city WAIVES the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting _____

Signature/Date _____ Position _____

Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044

COUNCIL LETTER 052107-VIE

COUNCILOR ROSKOSKI

PARK SURVEILLANCE & CLEAN-UP

DATE: May 16, 2007
FROM: Councilor Roskoski
Craig J. Wainio
City Administrator

Councilor Roskoski requested this item be placed on the agenda with this background information:

Do to recent issues of park area problems: two unkempt fires at the Mott Pitt Landing area, spray paint graffiti at the Wacootah Overlook, much wind-blown trash at Locomotive Park, leaves bothering neighbors at West Virginia Park.

The Council should review past policies of routine trash pickup and law enforcement surveillance of all City park areas.

COUNCIL LETTER 052107-VIF

COUNCILOR ROSKOSKI

LOT SALE

DATE: May 16, 2007
FROM: Councilor Roskoski
Craig J. Wainio
City Administrator

Councilor Roskoski requested this item be placed on the agenda with this background information:

The Council should look into selling the City owned lot south of the Ed Klimek place for housing.