

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, JUNE 2, 2008 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
  - II. Consent Agenda
    - A. Minutes of the May 19, 2008, Regular Meeting (#1-10)
    - B. Communications (#25)
    - C. Receipts
    - D. Bills and Payroll
  - III. Public Forum
  - IV. Committee and Staff Reports
    - A. Mayor's Report
      - 1. Salary/Benefit Inquiry (#11)
    - B. City Administrator's Report
    - C. Director of Public Works Report
    - D. Sheriff's Department Report
    - E. Liaison Reports
  - V. Unfinished Business
  - VI. New Business
    - A. Architectural Resources Contract (#12-17)
    - B. UBC Schedule (#18-20)
    - C. Laurentian Chamber of Commerce Request (#21)
    - D. Unity Two Infrastructure Grant (#22, #24)
    - E. Culture and Tourism Grant (#23-24)
    - F. Communications (#25)
  - VII. Open Discussion on City Business
  - VIII. Announcements
  - IX. Adjourn
- # Denotes page number in packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
MAY 19, 2008

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; Don Kleinschmidt, Director of Public Works; John Backman, Sergeant; Sally Peterangelo, Librarian; and Rod Flannigan, City Engineer.

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

1. Add the following items to the agenda:
  - IV. C. 1. Gulbranson Excavating-Unity Second Addition
  - V. A. 16<sup>th</sup> Avenue Standing Water
  
- Move the following item on the agenda:
  - VI. F. Merritt Days Funding to IV. A. 1.
  
2. Approve the minutes of the May 5, 2008, City Council meeting as submitted.
  
3. That the communications be accepted, placed on file, and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
  
4. To acknowledge the receipts for the period May 16-31, 2008, totaling \$95,829.09, (a list is attached and made a part of these minutes).
  
5. To authorize the payments of the bills and payroll for the period May 16-31, 2008, totaling \$\_\_\_\_\_. NOTE: The payables were not processed at the time of the Council Packet publication and will be mailed or handed out at the June 2<sup>nd</sup> meeting.

The motion carried unanimously on a roll call vote.

No one was present for the FiberNet presentation during the public forum.

It was moved by Skalko and seconded by Zupancich to discontinue the support of the City of Mountain Iron for the FiberNet Project. The motion carried.

The Mayor updated the Council on the following items:

- State Legislature. He said that there was good news for the Range Cities with regard to the Local Government Aid. He said that the City of Mountain Iron should receive an additional \$400,000. Also, there is a three year commitment that the Cities would not levy in excess of a 3.9% tax levy. He publicly thanked all of the State Legislators for their efforts in getting this legislation passed.
- Fire Department. He announced that there would be an "Open House" at the Fire Hall on Thursday, June 5, 2008, from 4:00 to 8:00 p.m.

It was moved by Roskoski and seconded by Skalko to authorize an expenditure of up to \$10,000 for the Merritt Days Celebration during August 15, 16, and 17, 2008. The motion carried unanimously on a roll call vote.

The Council thanked Jeremy Jesch, owner of Mac's Bar, for his involvement with the Merritt Days Celebration.

The City Administrator updated the Council on the following:

- League of Minnesota Cities. He said that he was providing the Loss Control Survey conducted on April 23, 2008, for the Council's review and recommendations.
- Local Government Aid. He said that the actual amount the City would be receiving in 2009 was \$381,000.
- Unity Second Addition. He said that the Council directed him to look into advertising the lots in the new addition. He said that he contacted the billboard owner who previously advertised Unity Addition and he would be willing to place advertisements on five different billboards for a couple of months at each one for \$500 per month. The Council directed the Administrator to look into the billboard signs and to research putting up our own sign for the sale of the lots in Unity Second Addition and the costs that the City would incur doing this.
- Library Roof. He informed the Council that the Bonding Company had requested quite a packet of information on the library roofing project and Staff was currently putting that information together.
- Library Pictures. He said that Staff was working with Architectural Resources to hang the pictures at the library. He said that there was no value to the pictures at the Library, they were mass produced and widely available prints.
- City Council Agenda. Staff did forward the City Council agenda to the public access channel and they were now available for viewing.
- 2007 Audit. He said that the City Auditor would be providing a draft of the audit for Staff to review and the Auditor's would more than likely be available to review the 2007 Audit with the Council at the second meeting in June.

It was moved by Zupancich and seconded by Prebeg to award the power cable project to Gulbranson Excavating Company in the amount of \$9,210.00 for the Unity Second Addition electrical service. The motion carried unanimously.

The Council reviewed the Sheriff's Department report for April 2008. The Sergeant stated that Saint Louis County is the fifth deadliest County in the State of Minnesota for traffic accident deaths and serious injury. He said that Mountain Iron is listed fifth in the non-seatbelt death and injuries reported. He informed the Council and the Public that the Sheriff's Department would be participating in the "Click-it or Ticket" State Campaign through the Office of Traffic Safety to promote seatbelt use. He said that there are no warnings issued for non-seatbelt use; a citation would be issued immediately.

It was moved by Skalko and seconded by Zupancich to adopt Ordinance Number 01-08, amending Chapters 151 and 154 of the Mountain Iron City Code, (a copy is attached and made

a part of these minutes). The motion carried with Roskoski voting no.

It was moved by Skalko and seconded by Prebeg to authorize the Zoning Administrator to send an informative letter to the Mountain Iron residents regarding the current building requirements. The motion carried with Roskoski voting no.

The City Engineer informed the Council that the following bids were received for the Locomotive Park Fence Construction Project:

Mesabi Bituminous	\$27,570.00
Range Landscape	\$28,400.00

It was moved by Prebeg and seconded by Roskoski to accept the recommendation of the City Engineer and award the bid to Mesabi Bituminous for the Locomotive Park Fence Construction Project in the amount of \$27,570.00. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Roskoski to accept the recommendation of the Park and Recreation Board and hire William Haapala to work as the West II Rivers Campground for the 2008 Season. The motion carried.

There were no liaison reports made.

It was moved by Roskoski that either the City of Mountain Iron or the Contractor working on 16<sup>th</sup> Avenue Project, Hammerlund Construction, ditch or pump out the water in question until a permanent solution is found. This project will commence and be completed one week from today. The **motion died** for lack of support.

It was moved by Zupancich and seconded by Stanaway to adopt Resolution Number 24-08, approving a release of a utility easement, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Stanaway and seconded by Skalko to adopt Resolution Number 25-08, accepting bids for the Old Highway 169 from the Costin Plat to approximately one mile west of the Costin Plat, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Zupancich to adopt Resolution Number 26-08, supporting Iron Range Rural Community Development Initiative Application, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Zupancich and seconded by Stanaway to authorize B.G.'s Bar to sell liquor at a wedding reception for Ryan Simetkosky and Teresa Savaloja at the Mountain Iron Community Center on August 23, 2008. The motion carried.

The Council reviewed the communication.

During the open discussion the following items were discussed:

- Deed Covenants. Zoning Administrator Kujala asked if the deed covenants would be implements at the Morgan Park Estates. The City Administrator said that there was discussion with the developers and there would be some restrictions placed in the development agreement.
- 16<sup>th</sup> Avenue Standing Water. Councilor Roskoski said that he made a motion to try to eliminate the standing water problem. Councilor Prebeg said that the City Engineer is working on the problem and it should be taken care of soon.

At 7:57 p.m., it was moved by Skalko and seconded by Prebeg that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC/MMCA  
Municipal Services Secretary

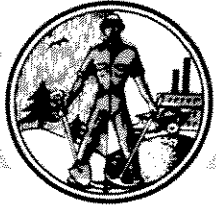
[www.mtniron.com](http://www.mtniron.com)

#### COMMUNICATIONS

1. Larry and Sherry Wiitala, a thank you for the use of the Community Center for their fundraising/benefit held.

## Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	83,765.52
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	210.00
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	730.00
BUILDING RENTALS	NICHOLS HALL	50.00
PERMITS	BUILDING	207.50
CAMPGROUND RECEIPTS	FEES	1,760.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	128.74
MISCELLANEOUS	REIMBURSEMENTS	790.46
MISCELLANEOUS	COCA-COLA RECEIPTS-CITY HALL	57.21
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,100.00
BUILDING RENTALS	COMMUNITY CENTER	400.00
METER DEPOSITS	ELECTRIC	1,200.00
MISCELLANEOUS	ASSESSMENT SEARCHES	50.00
CD INTEREST	CD INTEREST 101	1,189.99
CD INTEREST	CD INTEREST 301	562.21
LICENSES	ANIMAL	5.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	301.72
CD INTEREST	CD INTEREST 378	987.42
CD INTEREST	CD INTEREST 602	242.52
CD INTEREST	CD INTEREST 603	294.49
CD INTEREST	CD INTEREST 604	17.35
BUILDING RENTALS	SENIOR CENTER	100.00
MISCELLANEOUS	FAX CHARGES	5.00
FINES	CRIMINAL	1,673.96
Summary Totals:		<u>95,829.09</u>



# CITY OF MOUNTAIN IRON

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## ORDINANCE NUMBER 01-08

### AMENDING CHAPTERS 151 AND 154 OF THE MOUNTAIN IRON CITY CODE

#### THE CITY COUNCIL OF MOUNTAIN IRON ORDAINS:

**Section 1. Amending Section 151.35.** Section 151.35 of the City Code for City of Mountain Iron is hereby repealed in its entirety and replaced with the following:

#### 151.35 ADMINISTRATION.

(A) *Permit required.*

1. A Zoning Permit issued by the City of Mountain Iron shall be secured prior to the construction, addition, or alteration of any building or structure that changes its footprint on the land or its heights; prior to the erection of a fence or sign; prior to the use or change of use of a building, structure, or land; prior to the change or extension of a nonconforming use; and prior to excavation or the placement of an obstruction within the flood plain.
2. A Building Permit issued by the City of Mountain Iron shall be secured prior to the construction, addition, or alteration of any building or structure except when such construction, addition, or alteration is not subject to the provisions of the State Building Code or when the total value of materials and labor does not exceed \$2,000.
3. Some construction, additions, or alterations will require both permits.
4. Prior to the occupation of a dwelling or addition, a Certificate of Occupancy must be issued by the City of Mountain Iron.

(B) *State and federal permits.* Prior to granting a permit or processing an application for a variance, the Mountain Iron Planning and Zoning Commission shall determine that the applicant has obtained all necessary state and federal permits.

(C) *Site Survey.* For any structure to be constructed on a permanent foundation, the applicant shall submit a certified site survey prepared by a registered land surveyor. Such survey shall show the location and setbacks for all proposed and existing structures on the lot. Properties located within the boundaries of the rural residential and mineral mining classifications are exempt from this requirement.

(D) *Certification of lowest floor elevations.* The applicant shall be required to submit certification by a registered professional engineer, registered architect or registered land surveyor that the finished fill and building elevations were accomplished in compliance with the provisions of this chapter. The Mountain Iron Planning and Zoning Commission shall maintain a record of the elevation of the lowest floor (including basement) for all

new structures and alterations or additions to existing structures in the Flood Plain District.

**Section 2. Amending Section 154.080.** Section 154.080 of the City Code for City of Mountain Iron is hereby repealed in its entirety and replaced with the following:

**154.080 ACCESSORY BUILDINGS.**

- (A) In any case an accessory building is attached to the main building; it shall be made structurally a part of the main building and shall comply in all respects with the requirements of this chapter applicable to the main building. An accessory building, unless attached to and made a part of the main building, shall not be closer than five feet to the main building.
- (B) A detached accessory building used as a private garage enclosure not over one story and not over 15 feet in height may occupy up to 30% of the area of any side or rear yard, but shall not be placed in any front yard (for example, closer than the building setback from the street line) in any zoning district.
- (C) A building permit is not required for accessory buildings of 120 square feet or less if they are not placed on a permanent foundation, not located in the front yard, and meet rear and side setbacks.

**Section 3. Amending Section 154.180(F).** Section 154.180(F) of the City Code for City of Mountain Iron is hereby repealed in its entirety and replaced with the following:

- (F) *Permit expiration.* A zoning permit will be valid for a period no longer than six months from the date of issue. The portion of a building permit which covers exterior construction will be valid for a period no longer than six months. If either of these permits expire prior to the completion of the work, a new permit must be applied for.

**Section 2. Repeal of Inconsistent Ordinance.** All Ordinances inconsistent herewith are hereby repealed and replaced with the provisions of this Ordinance.

**Section 3. Effective Date.** This Ordinance shall be effective according to State Statute.

**DULY ADOPTED BY THE CITY COUNCIL THIS 19<sup>th</sup> DAY OF MAY, 2008.**

Attested:

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

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





# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 24-08

### APPROVING A RELEASE OF UTILITY EASEMENT

**WHEREAS**, the Housing and Redevelopment Authority in and for the City of Mountain Iron, Minnesota (the "HRA") has agreed to sell the property legally described on Exhibit A attached hereto (the "Property") to the Mt. Iron Economic Development Authority (the "EDA") for further conveyance to Lake Country Power ("Lake Country"); and

**WHEREAS**, by warranty deed dated December 30, 1976 and recorded in the Office of the St Louis County Recorder on August 17, 1977 as Document No. 258121, the City of Mountain Iron, Minnesota (the "City") conveyed the Property, or a portion thereof; to Agard L. Lambert, and retained a utility easement over the Property (the "Easement"), as depicted in the drawing attached hereto as Exhibit B; and

**WHEREAS**, Lake Country, the EDA and the HRA have requested that the City release the Property from the Easement; and

**WHEREAS**, the City desires to accommodate the request of Lake Country, the EDA and the HRA.

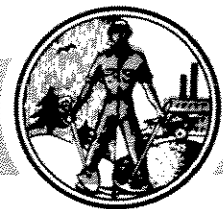
**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MOUNTAIN IRON, MINNESOTA**, that the Mayor and City Administrator are authorized to take such actions as are necessary to release the Property from the Easement. The Mayor and City Administrator, upon the advice of counsel to the City, are authorized to approve the final form and content of any legal documents necessary to effectuate the release of the Easement. The Mayor and the City Administrator are authorized and directed in the name and on behalf of the City to execute the release of Easement and such other documents, instruments or certificates as are deemed necessary or desirable by counsel for the City to release the Easement.

**DULY ADOPTED BY THE CITY COUNCIL THIS 19<sup>th</sup> DAY OF MAY, 2008.**

ATTEST:

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

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



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 25-08

### ACCEPTING BID

**WHEREAS**, pursuant to an advertisement for bids for the improvement of Old Highway 169 from the Costin Plat to approximately one mile west of the Costin Plat by overlayment, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Ulland Brothers	\$112,734.65
Mesabi Bituminous	\$125,496.00
Northland Contractors	\$131,754.20

**AND WHEREAS**, it appears that Ulland Brothers of Cloquet, 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 Ulland Brothers of Cloquet, Minnesota in the name of the City of Mountain Iron for the improvement of Old Highway 169 from the Costin Plat to approximately one mile west of the Costin Plat by overlayment, 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 19<sup>th</sup> DAY OF MAY, 2008.**

ATTEST:

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

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



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 26-08

### SUPPORTING IRON RANGE RURAL COMMUNITY DEVELOPMENT INITIATIVE APPLICATION

**WHEREAS**, the City of Mountain Iron understands the benefits presented in the application to implement a planning program to help Iron Range communities; and,

**WHEREAS**, the City of Mountain Iron does not have the financial capability to undertake the implementation of this program on its own; and,

**WHEREAS**, the City of Mountain Iron would like to partner with the Arrowhead Regional Development Commission to undertake the implementation of the planning program for its community.

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

1. That the City of Mountain Iron is in full support of the Iron Range Community Development Initiative and intends to participate in the pilot program as outlined in the Rural Community Development Initiative application submitted by the Arrowhead Regional Development Commission.
2. That the City of Mountain Iron enters into a contract with ARDC for the implementation of the Iron Range Community Development Initiative and further supports the initiative by allocating up to \$2500 for the program.
2. That the City of Mountain Iron hereby designates the City Administration as the local contact for the project.

**DULY ADOPTED BY THE CITY COUNCIL THIS 19<sup>th</sup> DAY OF MAY, 2008.**

ATTEST:

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

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

**COUNCIL LETTER 060208-IVA1**

**MAYOR SKALKO**

**SALARY/BENEFIT INQUIRIES FROM  
AREA CITY COUNCILS**

**DATE:** May 28, 2008

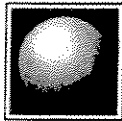
**FROM:** Mayor Skalko

Craig J. Wainio  
City Administrator

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

Have Staff obtain salaries/benefits of City Councilors/Mayor of 3 other Quad Cities. Also, obtain same information from the Cities of Ely, Hoyt Lakes, and Chisholm. If possible, have information ready for the June 16<sup>th</sup> meeting.



ARCHITECTURAL  
RESOURCES • INC.

May 20, 2008

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

**MOUNTAIN MANOR**  
**ARI Project # 08-068**

Dear Mr. Wainio:

Enclosed are two copies of Agreement for the above referenced project. Please have both copies signed, retain one for your files and return the other to this office. Note the area on the third page to initial for limitation of liability.

Sincerely,

ARCHITECTURAL RESOURCES, INC.

Patty Winchester  
Administrative Assistant

pw

enc

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ARCHITECTURE • ENGINEERING • LANDSCAPE ARCHITECTURE • INTERIOR DESIGN

704 EAST HOWARD STREET • HIBBING, MN 55746  
TEL 218-263-6868 • FAX 218-722-6803  
email: archres@arimn.com • web site: www.arimn.com



**A R C H I T E C T U R A L  
R E S O U R C E S • I N C .**

**ARCHITECTURE • ENGINEERING • LANDSCAPE ARCHITECTURE • INTERIOR DESIGN**

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**AN AGREEMENT FOR THE PROVISION OF LIMITED PROFESSIONAL SERVICES**

**Client:** City of Mountain Iron  
8586 Enterprise Drive South  
Mountain Iron, MN 55768

**Date:** May 20, 2008  
**Project No.:** 08-068

**Project Name/Location:** MOUNTAIN MANOR  
Mountain Iron, Minnesota

**Scope/Intent and Extent of Services:**

- Preparation of Construction Documents for bidding the remodeling of (3) one-bedroom apartments and (2) two-bedroom units as per preliminary plan dated May 12, 2008.
- Construction Documents to include:
  - Architectural/General Construction Drawings
  - Mechanical Design Drawings
  - Electrical Design Drawings
- Assistance with obtaining public bids for the construction.
- Preparation of construction contracts.
- Construction Observation:
  - (4) Site visits during construction with reports.
  - (1) Punch list review meeting.
  - In-office consultation via telephone.

The terms and conditions and the initials required on the reverse of this form are a part of this Agreement

**Agreement for Provision of Limited Professional Services**

Mountain Manor

ARI Project # 08-068

May 20, 2008

Page 2 of 2

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**Fee Arrangement:**

ARI proposes to perform this work for a lump sum fee of \$8,950.00 (eight thousand nine hundred fifty dollars).

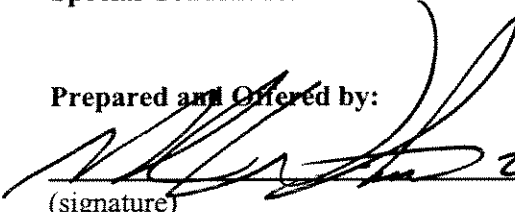
This fee includes all expenses related to travel, telephone, documentation, etc., with the exception of printing costs for plans and specifications for bidding.

ARI proposes to print and distribute plans and specifications for bidding at a cost of 5¢ per face sheet for specifications and \$2.00 per plan sheet. Anticipated cost for printing is 35 sets at approximately \$45.00 per set.

**Retainer Amount:** None.

**Special Conditions:** None.

**Prepared and Offered by:**

 20 May 08  
(signature) (date)

\_\_\_\_\_  
(signature) (date)

Mark Wirtanen, AIA, Principal  
(printed name/title)

Craig Wainio, Administrator  
(printed name/title)

Architectural Resources, Inc.

City of Mountain Iron  
(name of client)

The terms and conditions and the initials required on the reverse of this form are a part of this Agreement

TERMS AND CONDITIONS

The Firm shall perform the services outlined in this agreement for the stated fee arrangement.

Access to Site:

Unless otherwise stated, the Firm will have access to the site for activities necessary for the performance of the services. The Firm will take precautions to minimize damage due to these activities, but have not included in the fee the cost of restoration of any resulting damage.

Fee:

The total fee, if stated, shall be understood to be an estimate, and shall not be exceeded by more than ten percent without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered. Current rates are as follows:

Senior Principal/Principal:	\$ 90	to \$ 135	/Hr.
Project Leader/Project Engineer:	\$ 70	to \$ 95	/Hr.
Engineer/Senior Designer:	\$ 55	to \$ 75	/Hr.
Junior Designer:	\$ 50	to \$ 60	/Hr.
Draftsperson:	\$ 35	to \$ 45	/Hr.
Junior Draftsperson:	\$ 30	to \$ 40	/Hr.
Specification Writer:	\$ 40	to \$ 56	/Hr.
Clerical:	\$ 25	to \$ 40	/Hr.

Billings/Payments:

Invoices for the Firm's services shall be submitted, at the Firm's option, either upon completion of such services or on a monthly basis. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, the Firm may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payments:


Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% on the then unpaid balance (18.0% true annual rate), at the sole election of the Firm. In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Indemnification:

The Client shall indemnify and hold harmless the Firm and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused in whole or in part by the negligent act, omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except the Firm), or anyone for whose acts any of them may be liable.

Risk Allocation:

In recognition of the relative risks, rewards and benefits of the project to both the Client and the Firm, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by the law, the Firm's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes, shall not exceed the fee paid to the firm for the service. Such causes include, but are not limited to, the Firm's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Initial here:  (Firm) \_\_\_\_\_ (Client)

Termination of Services:

This agreement may be terminated by the Client or the Firm should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Firm for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

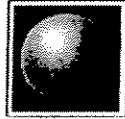
Ownership of Documents:

All documents produced by the Firm under this agreement shall remain the property of the Firm and may not be used by the Client for any other endeavor without the written consent of the Firm.

Applicable Laws:

Unless otherwise specified, this agreement shall be governed by the laws of the State of Minnesota.





**A R C H I T E C T U R A L  
R E S O U R C E S • I N C .**

**ARCHITECTURE • ENGINEERING • LANDSCAPE ARCHITECTURE • INTERIOR DESIGN**

**• M E M O •**

**DATE:** 13 May 08  
**TO:** Craig Wainio – City Administrator  
**FROM:** Katie Hildenbrand  
**SUBJECT:** MOUNTAIN MANOR APARTMENTS  
ARI# 08-068

Attached is a plan showing the remodel of the three single apartments (212, 214, 216) into two double apartments.

Apartment 1 – 810 sq ft

The kitchen and entrance will be able to remain as is.

The bedrooms will remain as is with the exception of the closet which will need to be relocated to remodel the bathroom.

Apartment 2 – 860 sq ft

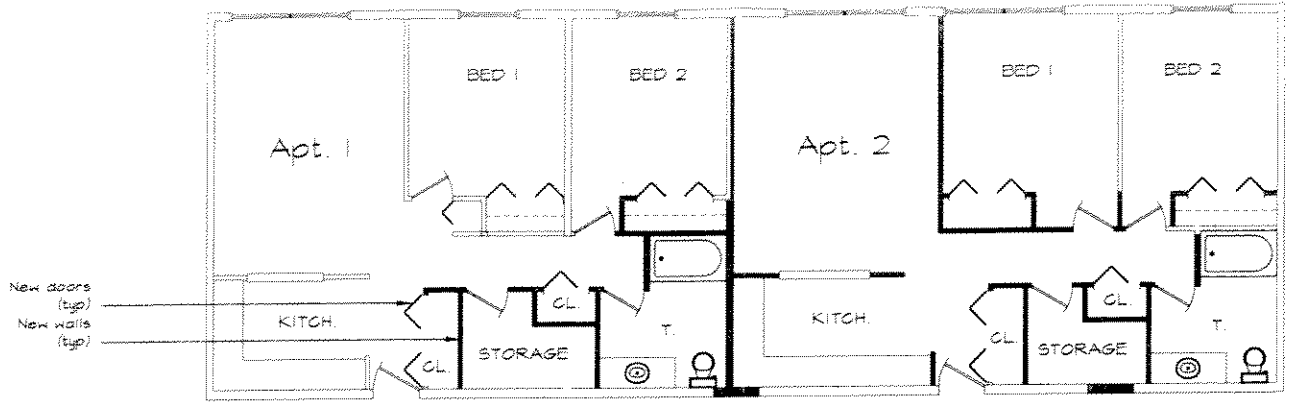
The wall between the two bedrooms will remain

The second bedroom is a little larger to avoid the exterior window

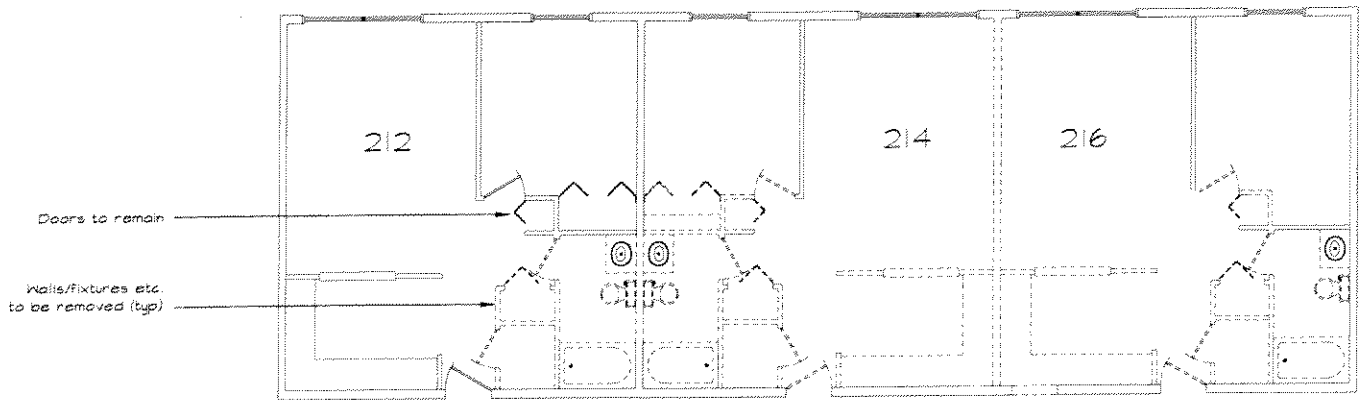
A new entrance is located off the corridor



ARCHITECTURAL  
RESOURCES • INC.



REMODELED FLOOR PLAN



DEMO PLAN

MOUNTAIN MANOR



# 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

May 27, 2008

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

Dear Mr. Wainio:

This letter will recommend updating the Commercial Building Permit Fee for the City of Mountain Iron. Currently, we are using the Fee Schedule from the 1988 U.B.C. I am recommending adopting the 1997 U.B.C. Fee Schedule to bring fees more up to date and more in line with the current work load. It has been more than 15 years since any fee increase for Commercial Building Permits and the current schedule we have been using is very dated.

I have enclosed a copy of the 1988 Fee Schedule and the 1997 Fee Schedule for your reference.

Below is a comparison of the two schedules using a typical \$100,000 project valuation.

	<u>1988 UBC Schedule</u>	<u>1997 UBC Schedule</u>
Building Permit	\$639.50	\$993.75
Plan Review Fee	\$415.68	\$645.94
Zoning Permit	\$5.00	\$5.00
State Surcharge	<u>\$50.00</u>	<u>\$50.00</u>
TOTAL	\$1,110.18	\$1,694.69

Please feel free to contact me with any questions or if you need any other information.

Thank you in advance for your consideration.

Sincerely,

Bob Brown  
Building Official  
City of Mountain Iron

cc: City Council  
Planning and Zoning Commission

The following 3 tables are examples of building permit fee schedules.

**EXTRACTED FROM THE 1985, 1988 AND 1991**  
**UNIFORM BUILDING CODE**

**TABLE NO. 3-A - BUILDING PERMIT FEES**

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$15.00
\$501.00 to \$2,000.00	\$15.00 for the first \$500.00 plus \$2.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$45.00 for the first \$2,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$252.00 for the first \$25,000.00 plus \$6.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$414.50 for the first \$50,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$639.50 for the first \$100,000.00 plus \$3.50 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$2,039.50 for the first \$500,000.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$3,539.50 for the first \$1,000,000.00 plus \$2.00 for each additional \$1,000.00 or fraction thereof
<b>Other Inspections and Fees:</b>	
1. Inspections outside of normal business hours . . . . .	\$30.00 per hour *
(minimum charge - two hours)	
2. Reinspection fees assessed under provisions of Section 305 (g) . . . . .	\$30.00 per hour *
3. Inspections for which no fee is specifically indicated . . . . .	\$30.00 per hour *
(minimum charge - one-half hour)	
4. Additional plan review required by changes, additions or revisions to approved plans . . . . .	\$30.00 per hour *
(minimum charge - one-half hour)	

\* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

**EXTRACTED FROM 1997 UNIFORM BUILDING CODE**

**TABLE NO. 1-A – BUILDING PERMIT FEES**

<b>TOTAL VALUATION</b>	<b>FEE</b>
\$1.00 to \$500.00	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof
<b>Other Inspections and Fees:</b>	
1. Inspections outside of normal business hours .....	\$47.00 per hour *
2. Reinspection fees assessed under provisions of Section 305.8 .....	\$47.00 per hour *
3. Inspections for which no fee is specifically indicated .....	\$47.00 per hour * (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans .....	\$47.00 per hour *
5. For use of outside consultants for plan checking and inspections, or both .....	Actual costs **

\* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

\*\* Actual costs include administrative and overhead costs.



*Virginia, Eveleth, Mt. Iron, Gilbert and surrounding business communities*

*403 First Street North  
Virginia, MN 55792  
(218) 741-2717 (218) 749-4913 Fax*

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May 22, 2008

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

Dear Mayor Skalko:

The Board of Directors of the Laurentian Chamber of Commerce has requested that I inquire about a financial contribution toward the operation of Mineview in the Sky Visitor's Center. We have not requested any assistance from the City for several years.

As you may know, Mineview promotes the entire Quad cities area to over 12,000 visitors from across the United States and other countries during the summer months of May through September. These visitors have a direct financial impact within our communities. We have always supported our Mineview employees with cost of living increases, and have also invested in new billboards, directional signs and promotional materials to bring more visibility to the Center and our communities.

We are respectfully asking the city councils of all four Quad cities to consider contributing in part to \$5,000.00 in operating expenses for the 2008 season at Mineview. This will assist us in continued promotional efforts at Mineview to generate further awareness of our region and all it has to offer for those visitors during our summer season.

Please feel free to call me if you have any questions. Thank you for your consideration.

Sincerely,

Jim Currie  
President

**COUNCIL LETTER 060208-IVD**

**ED ROSKOSKI**

**UNITY TWO INFRASTRUCTURE GRANT**

**DATE:** May 28, 2008

**FROM:** Ed Roskoski  
City Councilor

Craig J. Wainio  
City Administrator

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

Fellow Councilors – Note #2 workshop speaker, Matt Sjoberg. He stated that the IRR has grants available for public works and housing projects up to a maximum of \$350,000.00. This would buy-down some of the costs associated with our development. Mountain Iron should put together an application for the maximum amount. The deadline is June 30<sup>th</sup>, 2008.

**COUNCIL LETTER 060208-IVE**

**ED ROSKOSKI**

**CULTURE & TOURISM GRANT**

**DATE:** May 28, 2008

**FROM:** Ed Roskoski  
City Councilor

Craig J. Wainio  
City Administrator

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

Fellow Councilors – Note #4 workshop speaker, Marianne Bouska. She stated that there are grants available for culture and tourism projects. The Downtown and Locomotive Park areas would qualify. Staff should seek out the specifics of this grant program to see if we would qualify.



# Community Financial & Technical Resource Workshop

## Agenda

Wednesday, May 21, 2008 – 8:30 a.m. - 3:30 p.m.  
Mountain Iron Community Center

- ✓ 8:30 Registration
- ✓ 9:00 1 Opening Remarks  
*Sandy Layman, Commissioner, Iron Range Resources*
- ✓ 9:15 2 *Iron Range Resources, Matt Sjoberg, Director of Development Strategies*  
\*Public Works \* Community Business Infrastructure \*Application Fund – Grant Programs
- ✓ 9:30 3 *Iron Range Resources, Dan Jordan, Mining & Minerals Program Supervisor* \*Commercial Community & Residential Community Redevelopment \*Mineland Reclamation – Grant Programs
- ✓ 9:45 4 *Marianne Bouska, Strategic Results Management* \*Culture & Tourism
- ✓ 9:45 5 *St. Louis County, Connie Christenson, Economic Development Representative*  
\*Community Development Block Grant \* Housing, \* Tax Abatement
- ✓ 10:00 6 *United States Department of Agriculture (USDA), Mike Monson, Area Director*  
\*Water & Wastewater Grants & Loans \*Rural Strategic Investment \*Facility Loans  
\*Housing - Grant & Loan Programs
- ✓ 10:30 Break
- ✓ 10:45 7 *Economic Development Administration (EDA), John O'Leary, EDA Regional Representative*  
\*Public Works & Economic Adjustment Grant Programs \*Planning Grants
- ✓ 11:00 8 *Department of Employment & Economic Development, Heather Rand, NE MN Economic Development Representative*  
\*Small Cities Block Grants \*Business Infrastructure \*Minnesota Investment Fund  
\*Small Business Innovation Research Program (SBIR) \*Job Skills Partnership – Grant Programs
- ✓ 11:30 9 *Minnesota Public Facilities Authority, Jeff Freeman, Deputy Director*  
\*WIF Program \*Water Pollution & Drinking Water - Grant & Loan Programs
- ✓ 12:00 Lunch – Provided by Iron Range Resources
- ✓ 12:45 10 *Northspan Group, Randy Lasky, Director*  
\*Range Readiness
- ✓ 1:00 11 *Army Corp of Engineers, Roland Hamborg, Project Manager*  
\*569 Grant Program
- ✓ 1:15 12 *AgStar, John Monson, Vice President*  
\*Business Community Investment Bonds \*New Construction Housing Programs
- ✓ 1:30 13 *Minnesota Department of Employment & Economic Development, Kristen Lukes, Director*  
\*Contamination Clean-up \*Redevelopment – Grant Programs
- ✓ 1:45 14 *Minnesota Department of Natural Resources, Scott Kelling, Area Director*  
\*Recreational Grant Programs
- ✓ 2:00 Break
- ✓ 2:15 15 *Minnesota Department of Commerce, Brian J. Schnese, State Program Administrator*  
\*PetroFund - Grant Program
- ✓ 2:30 16 *Minnesota Housing Partnership, Chip Halback, Director*  
\*New Construction Housing Programs – Grant & Loan Programs
- ✓ 2:45 17 *Greater Minnesota Housing Fund, Steven Griesert, Consultant Community Research Partners*  
\* New Construction Housing Programs – Grant and Loan Programs
- ✓ 3:00 18 *Minnesota Housing Finance Agency, Cheryl Rice, Single Family Program, Community Business Rep Eva Hawkins* \*New Construction Housing Programs – Grant and Loan Programs
- ✓ 3:30 Adjourn



COMMUNICATIONS  
JUNE 2, 2008

1. Mesabi Family YMCA, a thank you for the use of the Community Center for their Auction.

5/08  
Thank you to the  
city of Mt. Iron for use of the  
Community Center for our  
auction. It was a wonderful  
facility for our event and despite  
the weather, the turn out was  
great. we exceeded our goal.

Thanks again!  
Nancy Henderson-Korpi, Exec Director  
YMCA Board of Directors + Staff