

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, JULY 17, 2006 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the July 5, 2006 Regular Meeting (#1-11)
 - B. Communications (#55-60)
 - C. Receipts
 - D. Bills and Payroll
- III. Public Forum
 - A. Public Hearing – CDBG Application (#12-22)
- IV. Committee and Staff Reports
 - A. Mayor’s Report
 - 1. Summer Workers (#23)
 - 2. Thank You (#24)
 - B. City Administrator’s Report
 - C. Director of Public Works Report
 - 1. Large Trash Pickup Costs (#25)
 - 2. Centennial Drive Sign (#26)
 - 3. Locomotive Park Access Ramps (#27)
 - 4. Culvert Installation (#28)
 - 5. East Unity Drive Repairs (#29)
 - D. Director of Parks and Recreations Report
 - E. Sheriff’s Department Report (#30)
 - F. Fire Department Report
 - 1. Hire Firefighters (#31)
 - 2. Fire Chiefs Conference (#32)
 - G. City Attorney’s Report
 - 1. Administrative Hearing (#33)
 - H. City Engineer’s Report
 - I. Planning and Zoning Commission
 - 1. Conditional Use Permit (#34-37)
 - J. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Resolution 18-06 Accepting Funding (#38-39)
 - B. Resolution 19-06 Approving Grant Application (#40-41)
 - C. Comprehensive Plan Update (#42-52)
 - D. Additional 2006 Street Projects (#53)
 - E. New Frontage Road Classification (#54)
 - F. Communications (#55-60)
- VII. Open Discussion
- VIII. Announcements
- IX. Closed Meeting (#61)
- X. Adjourn

Denotes page number in packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
JULY 5, 2006

Mayor Skalko called the City Council meeting to order at 6:33 p.m. with the following members present: Joe Prebeg, Jr., Allen Nelson, Dale Irish, 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; Rod Flannigan, City Engineer; and Wade Rasch, Sergeant.

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

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

1. Add to the following items to the agenda:
 - D. 2. Minnesota Border to Border Triathlon
 - V. B. Temporary On-Sale Liquor License for the American Legion
 - C. Air Conditioning for the Library
2. Approve the minutes of the June 19, 2006, City Council meeting with the following corrections:

Page 3, paragraph 10, include the following sentence in the minutes: "Also, according to the representatives, Unity Drive may be brought up to compliance with plastic roadway dividers and County Road 102 would require a quad cross arm configuration to bring it up to the standards."

Page 3, paragraph 11, "The motion carried with Councilors Irish and ~~Roskoski~~ voting no."

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 June 16-30, 2006, totaling \$164,812.22, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period June 16-30, 2006, totaling \$270,179.97, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

Jamie Niska, Manager of the Iron Range Tourism Bureau, thanked the Council for inviting her to the Council and she distributed information that they use to promote the area and updated the Council on tourism in the area.

During the Mayor's report, the Mayor thanked the Recreation Director on the work completed on the South Grove Playground and 4th of July celebration and to advise the Recreation Staff that the he appreciates the employees that worked on the 4th of July holiday.

The Recreation Director said that the wood chips came today for the South Grove Playground and the playground should open on July 6, 2006. The Recreation Director said that the paint was picked up today for the locomotive and the sandblasting would be started this week.

It was moved by Skalko and supported by Nelson to authorize the Director of Public Works to blacktop the parking lot at the City Garage. The motion carried on the following roll call vote: Nelson, yes; Irish, no; Roskoski, no; Prebeg, yes; and Skalko, yes.

It was moved by Skalko and supported by Prebeg to replace/repair the sidewalk in front of the old City Hall and the Senior Citizens Center in Downtown Mountain Iron. The motion carried unanimously on a roll call vote.

The Director of Public Works advised the Council that the costs for the large trash service were not yet available and he would supply additional information for the next regular meeting.

It was moved by Nelson and supported by Irish to authorize the purchase of a 72,000 BTU convection oven from Superior Products at their quoted price of \$6,376.40 for the Senior Center by AEOA with the City reimbursing AEOA for one-half of the costs, \$3,188.20. The motion carried unanimously on a roll call vote.

Councilor Roskoski asked why there was digging being completed by Gulbranson Excavating on Nichols Avenue. The Director of Public Works said that he thought they were abandoning the house located there and needed water for asbestos removal, then demolishing the house, and then U. S. Steel would be digging back to the watermain and disconnecting the water line at the corporation.

The Recreation Director said that the Park and Recreation Board did not have a quorum for their meeting to make a recommendation on the light for the Downtown Park. He said that the Board will be meeting on July 26th to make a recommendation to the Council for the first meeting in August.

It was moved by Skalko and supported by Prebeg to allow the Minnesota Border to Border Triathlon to use the West Virginia Park on Wednesday, July 26, 2006, for their event. The motion carried.

The Sergeant updated the Council regarding a break in that occurred in the Downtown Mountain Iron area at the Barber Shop and the Library.

It was moved by Nelson and supported by Skalko to approve payment request Number three to Hibbing Excavating Incorporated in the amount of \$12,461.15 for the Mountain Iron Drive Storm Drainage Improvements. The motion carried on the following roll call vote: Prebeg, yes; Nelson, yes; Irish, yes; Roskoski, no; and Skalko, yes.

Councilor Roskoski updated the Council regarding a meeting He and Councilor Irish had with the City Attorney regarding special assessments. He said that the City Attorney would be researching the questions regarding the calculations for the special assessments for each side of frontage roads.

Councilor Roskoski advised the Council regarding the Locomotive painting project. He said that he had asked some questions regarding using some different types of paint or possibly constructing a cover over the locomotive to eliminate the costly maintenance of painting it. No further action was taken on the matter.

It was moved by Skalko and supported by Prebeg to authorize a tax abatement for ten (10) years for the new addition to the L & M Supply facility. It was moved by Irish and supported by Roskoski to amend the motion to include the abatement at \$10,000 per year to a \$100,000 maximum abatement. **The amendment to the motion failed** on the following roll call vote: Nelson, no; Irish, yes; Roskoski, yes; Prebeg, no; and Skalko, no. The motion carried on the following roll call vote: Irish, no; Roskoski, no; Prebeg, yes; Nelson, yes; and Skalko, yes.

It was moved by Nelson and supported by Roskoski to adopt the Credit Card Policy, Policy Number 2006-01, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Skalko and supported by Prebeg to direct City Staff to call for quotes for the air conditioning and electrical upgrades for the Mountain Iron Public Library. The motion carried.

It was moved by Skalko and supported by Prebeg to approve the application and permit for a temporary on-sale liquor license for the American Legion for August 10, 2006 at the Mountain Iron Community Center pending approval from the Minnesota Department of Public Safety. The motion carried.

Councilor Roskoski said that he spoke with the City Engineer regarding the street classifications to use in the City of Mountain Iron for road restrictions. The City Engineer recommended that the City adopt the County's policies regarding road restrictions and post the perimeter roads in Mountain Iron stating that the City follows the same road restrictions.

It was moved by Roskoski and supported by Nelson to direct City Staff to research the location of the Centennial Drive sign on County Road 7 and, if necessary, to place a sign on the west side of County Road 7. The motion carried.

It was moved by Roskoski and supported by Irish that handicapped crossing ramps crossing Locomotive Street from Mountain Avenue to the Locomotive Park sidewalk be put in by City Personnel in conjunction with the sidewalk in front of the Senior Center and Benchmark Engineering, so they will be up to code. Councilor Roskoski amended his motion to have City Staff to check on the legality of the crosswalks if it does not meet the needs, then the City would add the swales, for ADA, otherwise just paint the crosswalks. Councilor Irish supported the amendment. The amended motion carried with Councilors Prebeg and Nelson voting no.

Councilor Roskoski questioned City Staff regarding the fill being hauled from the brunt dump. City Staff said that the materials being hauled were from the Economic Development Authority's (EDA) property. It was the consensus of the Council to have the Administrator direct the question to the EDA.

Councilor Roskoski said that the Mineral Avenue curb painting had already been taken care of by City Staff. No further action was taken on the matter.

The Council reviewed the list of communications. Councilor Roskoski questioned the information received from the Minnesota Association of Small Cities regarding the new wastewater infrastructure funding being available and funding for failing septic systems for possible use in the Spirit Lake area. The City Administrator said that he would check into the funding to see if the City would qualify for any funding. The Administrator said that he thought the funding was usually based on income levels in the area.

During the open discussion, Councilor Irish requested the City Administrator to forward a copy of the tax abatement estimate for \$10,000 per year on the L & M expansion to him.

During the open discussion, Councilor Prebeg requested that the Council look further into the sidewalk on Unity Drive.

Also during the open discussion, Councilor Roskoski addressed the Mayor's comment at the last meeting regarding P & H MinePro leaving town. Councilor Roskoski stated that he never advocated for P & H to leave town, all he wanted P & H to do was to apply for the necessary conditional use permit and modify their present operation to comply with our City Ordinance to limit their impact on the Westgate and Ann's Acres neighborhoods.

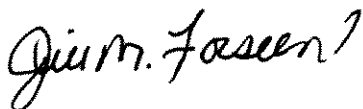
The Council reviewed the notice of filings for City Offices. Filings will be accepted from July 5-18, 2006.

At 8:37 p.m., the Council recessed the regular meeting to hold a closed session.

At 8:45 p.m., the Council opened the closed session of the meeting to discuss contract negotiations with AFSCME Local Union #453 with all Council members present.

At 9:10 p.m., it was moved by Nelson and supported by Skalko that the meeting be adjourned. The motion carried.

Respectfully submitted:



Jill M. Forseen, CMC/MMCA
Municipal Services Secretary

COMMUNICATIONS

1. Virginia Regional Medical Center, a thank you for the contribution to the Capital Campaign Fund.
2. Small Cities Update, June 21, 2006.

Summary By Category And Distribution

Category	Distribution	Amount
MISCELLANEOUS	REIMBURSEMENTS	255.91
CAMPGROUND RECEIPTS	FEES	5,400.00
UTILITY	UTILITY	117,904.42
BUILDING RENTALS	COMMUNITY CENTER	250.00
PERMITS	CONDITIONAL USE	300.00
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	155.00
BUILDING RENTALS	NICHOLS HALL	55.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,250.00
METER DEPOSITS	ELECTRIC	1,250.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	27,892.23
MISCELLANEOUS	ELECTRICAL INSPEC FORMS	2.00
MISCELLANEOUS	SEPTIC APPLICATIONS	550.00
LICENSES	ANIMAL	5.00
SALE OF PROPERTY	SALE OF PROPERTY	8,618.00
PERMITS	BUILDING	72.62
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
FINES	CRIMINAL	832.04
Summary Totals:		<u>164,812.22</u>

Check Issue Date(s): 06/24/2006 - 07/10/2006

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/06	07/06/2006	33494	10008	AIRGAS NORTH CENTRAL	002-20200	196.48
07/06	07/06/2006	33495	140026	AQUILA	002-20200	853.54
07/06	07/06/2006	33496	10040	ARROWHEAD ABSTRACT & TITLE CO	002-20200	997.25
07/06	07/06/2006	33497	5007	ASSURANT EMPLOYEE BENEFITS	002-20200	622.50
07/06	07/06/2006	33498	20022	BENCHMARK ENGINEERING INC	002-20200	9,126.50
07/06	07/06/2006	33499	7011	BETTY ASBACH	002-20200	100.00
07/06	07/06/2006	33500	20010	BISS LOCK INC	002-20200	412.88
07/06	07/06/2006	33501	20014	BORDER STATES ELECTRIC SUPPLY	002-20200	2,120.97
07/06	07/06/2006	33502	30017	CARQUEST (MOUNTAIN IRON)	002-20200	1,011.79
07/06	07/06/2006	33503	30008	CHRISTENSON CONSTRUCTION	002-20200	5,180.00
07/06	07/06/2006	33504	30054	CIVIC SYSTEMS LLC	002-20200	3,485.00
07/06	07/06/2006	33505	230021	CRAIG J WAINIO	002-20200	75.09
07/06	07/06/2006	33506	7006	CRYSTAL NUCECH	002-20200	100.00
07/06	07/06/2006	33507	40031	DAHL'S SUNRISE DAIRY	002-20200	93.39
07/06	07/06/2006	33508	7009	DALE WITZMAN	002-20200	50.00
07/06	07/06/2006	33509	40018	DEPT. OF NATURAL RESOURCES	002-20200	52.10
07/06	07/06/2006	33510	40015	DULUTH NEWS TRIBUNE	002-20200	234.00
07/06	07/06/2006	33511	50009	EARL F ANDERSEN INC	002-20200	5,213.18
07/06	07/06/2006	33512	60026	FASTENAL COMPANY	002-20200	446.08
07/06	07/06/2006	33513	60029	FERGUSON ENTERPRISES INC	002-20200	7.36
07/06	07/06/2006	33514	70028	GREATER MINNESOTA AGENCY INC	002-20200	186.00
07/06	07/06/2006	33515	70029	GUARDIAN PEST CONTROL INC	002-20200	65.60
07/06	07/06/2006	33516	80022	HAWKINS INC	002-20200	796.01
07/06	07/06/2006	33517	80017	HENRY'S WATERWORKS INC	002-20200	916.09
07/06	07/06/2006	33518	80008	HIBBING EXCAVATION INC	002-20200	12,461.15
07/06	07/06/2006	33519	80006	HOCKENBERGS DELUCA	002-20200	99.85
07/06	07/06/2006	33520	7008	JERRY LAWRENCE	002-20200	100.00
07/06	07/06/2006	33521	120013	L & L RENTALS INC	002-20200	131.24
07/06	07/06/2006	33522	120032	LAKE COUNTRY POWER	002-20200	130.00
07/06	07/06/2006	33523	120002	LAWSON PRODUCTS INC	002-20200	106.93
07/06	07/06/2006	33524	120039	LEEF SERVICES	002-20200	21.30
07/06	07/06/2006	33525	120026	LES HARKONEN BAND	002-20200	100.00
07/06	07/06/2006	33526	130032	MANNEYS SHOPPER INC	002-20200	117.00
07/06	07/06/2006	33527	130006	MESABI HUMANE SOCIETY	002-20200	1,000.00
07/06	07/06/2006	33528	130008	MINNESOTA MUNICIPAL UTILITIES	002-20200	3,527.64
07/06	07/06/2006	33529	130009	MINNESOTA POWER	002-20200	43,484.78
07/06	07/06/2006	33530	130049	MINNESOTA STATE TREASURER	002-20200	472.98
07/06	07/06/2006	33531	130024	MN POLLUTION CONTROL AGENCY	002-20200	750.00
07/06	07/06/2006	33532	130070	MORGAN-TACONITE OIL COMPANY	002-20200	427.24
07/06	07/06/2006	33533	130013	MOUNTAIN IRON FIREMEN'S RELIEF	002-20200	2,700.00
07/06	07/06/2006	33534	130037	M-R SIGN	002-20200	237.54
07/06	07/06/2006	33535	140013	NATIONAL WATERWORKS	002-20200	1,358.39
07/06	07/06/2006	33536	140015	NORTHLAND AUTO SERVICES	002-20200	145.00
07/06	07/06/2006	33537	40032	OFFICE OF ENTERPRISE TECHNOLOG	002-20200	398.06
07/06	07/06/2006	33538	7007	OMEGA HOFFMAN	002-20200	100.00
07/06	07/06/2006	33539	160031	PEPSI COLA COMPANY	002-20200	47.76
07/06	07/06/2006	33540	160003	PERPICH TV & MUSIC INC	002-20200	58.53
07/06	07/06/2006	33541	160045	PHILLIPS 66-CONOCO-76	002-20200	4,669.89
07/06	07/06/2006	33542	160032	PORTABLE JOHN	002-20200	1,134.62
07/06	07/06/2006	33543	170005	QUALITY FLOW SYSTEMS INC	002-20200	288.55
07/06	07/06/2006	33544	180017	RELIABLE OFFICE SUPPLIES	002-20200	58.80
07/06	07/06/2006	33545	180045	RESERVE ACCOUNT	002-20200	500.00
07/06	07/06/2006	33546	190003	SARANEN AUTO	002-20200	47.31
07/06	07/06/2006	33547	190020	SCHERER'S BOMBARDIER	002-20200	14.00
07/06	07/06/2006	33548	190045	SERVICE SOLUTIONS	002-20200	420.73
07/06	07/06/2006	33549	7010	SHAUNA ADAMIC	002-20200	50.00
07/06	07/06/2006	33550	190014	SHERVIN WILLIAMS	002-20200	2,443.53

M = Manual Check, V = Void Check

Check issue Date(s): 06/24/2006 - 07/10/2006

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/06	07/06/2006	33551	190024	ST LOUIS CO SHERIFF LITMAN	002-20200	35,000.00
07/06	07/06/2006	33552	190039	ST LOUIS COUNTY RECORDERS OFFC	002-20200	92.00
07/06	07/06/2006	33553	200006	TRIMARK INDUSTRIAL	002-20200	546.15
07/06	07/06/2006	33554	210028	U S BANK CORP TRUST SERVICES	002-20200	28,902.50
07/06	07/06/2006	33555	210010	ULLAND BROTHERS INC	002-20200	455.00
07/06	07/06/2006	33556	220025	VERIZON WIRELESS, BELLEVUE	002-20200	15.40
07/06	07/06/2006	33557	220014	VIKING INDUSTRIAL NORTH	002-20200	281.03
07/06	07/06/2008	33558	220020	VISA OR AMERICAN BANK CC PMT	002-20200	25.00
07/06	07/06/2006	33559	230027	WELLS FARGO BANK	002-20200	20,717.50
07/06	07/06/2006	33560	230010	WILBUR & VIOLET BALL	002-20200	1,100.00
07/06	07/06/2006	33561	260004	ZIM SOD	002-20200	79.88

Totals:

197,159.09

Payroll-PP Ending 6/30/06

73,020.88

TOTAL EXPENDITURES

\$270,179.97

CREDIT CARD POLICY

Policy Number 2006-01

Adopted: July 5, 2006

As per MN Statute 471.382, the Mountain Iron City Council may authorize the use of a credit card by any City officer or employee otherwise authorized to make a purchase on behalf of the City. All purchased by credit card must otherwise comply with all statutes, rules and policies applicable to City purchases. The City Council shall approve the establishment of all credit card accounts.

MN Stat 412.271 subd 2
MN Stat 471.38 subd 1

Bills from credit card companies do not contain the detail necessary to satisfy the requirement that claims presented to the City for payment must be in writing and itemized. Therefore, invoices and receipts for all items charged must be retained. A list of all credit card charges will be included with monthly expenditures for council review and approval.

MN Stat Ch 475

Credit card use must also comply with laws concerning borrowing. Credit cards will not be used for carrying debt. The entire card balance shall be paid in full each month.

Employees authorized to use the City of Mountain Iron's credit card(s) include the following positions: City Administrator, Director of Public Works, Director of Parks and Recreation, Library Director and Foreman.

No employee will intentionally use a City credit card for personal purchases. Each cardholder will sign the sales slip and indicate the department that the purchase applies to.

Supporting documents and/or invoices will be submitted to the City Administrator's office to be reconciled with the credit card statement and attached to the claim for payment processing. Each department shall review all credit card purchases made on behalf of their department and recommend or deny approval for payment.

The City Administrator's Office shall keep a record of all people issued a credit card or having authorization to use a City credit card. Authorized persons will receive, sign and file an acknowledgement form regarding credit card use.

Allowable Expenses:

The credit card may not be used to purchase gasoline unless it is for a city owned vehicle (use of personal vehicles will be reimbursed per Request for Reimbursement form and will be paid per mile using the IRS standard mileage rate).

The credit card may be used to guarantee rooms for conference/meeting attendance, lodging and meal expenses while attending authorized meetings or training sessions when overnight stay is required. Alcoholic beverages are not an allowable expense. The card may be used to purchase supplies and/or materials when purchase of the items by credit card is more time and cost efficient than conventional ordering practices.

Lost or Stolen Cards:

If a card is lost or stolen, it is the responsibility of the issued holder of the card to contact the credit card company immediately to report the card and stop all charging privileges. The employee shall also notify the City Administrator of the incident. The Administrator shall contact the credit card company to request a new card with a new account number.

Card Expiration:

Upon expiration of each credit card, the City Administrator will collect expired card and replace it with the new card issued by the credit card company. Each employee shall sign an acknowledgement statement indicating that the new card has been received, the old card will be destroyed and that the new card continues usage under the current Credit Card Policy. All new or replacement cards shall first be given to the City Administrator's office for processing that meets the guidelines of this agreement.

Termination of Employment:

Any employee who terminates employment with the City of Mountain Iron and has a City of Mountain Iron credit card issued to them must turn over the card to the City Administrator's office before the final day of employment.

Leave of Absence:

Any employee with cardholder privileges that requests and is granted by the City council a leave of absence or takes medical leave in excess of 30 days, must submit to the City Administrator the City credit card that has been issued to them to be filed until such time this employee returns to work.

CREDIT CARD HOLDERS AS OF 6/06

AMERICAN BANK

VISA Cards: City Administrator – Craig J. Wainio
Library Director – Sally Peterangelo
Director Public Works – Don Kleinschmidt
Director of Parks and Recreation – Larry Nanti

**CITY OF MOUNTAIN IRON
CREDIT CARD POLICY
ACKNOWLEDGMENT**

The City of Mountain Iron is authorizing you to use one of its credit cards on its behalf. It is important that you understand the rules regarding its use. If the rules are not followed the City may cancel the card and you may be personally liable for any misuse.

- Credit cards may only be used for appropriate City business. Personal use may be grounds for discipline.
- The credit card shall not be used to obtain a cash advance.
- The credit card must be protected from theft or unauthorized use.
- The City Administrator's Office must be notified immediately if the card is lost, stolen or if you suspect unauthorized use.
- The credit card must be returned to the City Administrator's Office immediately upon request or upon leaving employment with the City.
- Department Heads must be sure there are budgeted funds available to pay for credit card purchases.
- Receipts or invoices for each credit card use must be signed and submitted in a timely manner to the City Administrator's Office for processing.
- The City will not be responsible for interest charges accrued due to delayed submission of receipts and payment requests.
- I have read the above statements and the attached Credit Card Use Policy and agree to abide by same.

Date _____

Signature

COUNCIL LETTER 071706-IVA1

ADMINISTRATION

PUBLIC HEARING

DATE: July 11, 2006

FROM: Craig J. Wainio
City Administrator

In connection with the City's Community Development Block Grant application for Mountain Manor improvements, the City must hold a public hearing to receive public comment on the proposed application.

Housing Application

Saint Louis County

COMMUNITY DEVELOPMENT BLOCK GRANT



Project Title: Mountain Manor Complex Upgrades

Applicant Organization: City of Mountain Iron

Type of Organization:

Government

Non-Profit Fed ID # 41-6005398

Contact Person: Craig J. Wainio

Address: 8586 Enterprise Drive South

City and Zip: Mountain Iron 55768

Phone: 218-748-7570 Fax: 218-742-9931

email: cwainio@ci.mountain-iron.mn.us

Cover Sheet

Project Type: **Housing**

Federal Objective: (Check one)

Area Wide Benefit:

G Benefiting Low/Moderate Income Persons with Percentage Low/Moderate

Direct Benefit: Limited Clientele

G Presumed

G Based on intake information on family size and income (minimum 51% LMI)

G Based on income eligibility and limited exclusively to LMI persons

G Nature / location of project

Addressing Slums or Blight

Activities for Use of CDBG Funds: (Note: More than one may be checked)

Acquisition

Relocation

New Construction

Housing Rehabilitation

Rental Rehabilitation

Historic Preservation

Removal of Architectural Barriers Home Buyer

Other (specify):

CDBG Funds Requested:

\$ 37,500 Amount of CDBG Request

\$ 37,500 Amount of Community or Agency's Resources

\$ _____ Amount from Other Sources

\$ 75,000 Total Project Cost

Authorized Applicant Signature _____

Title: City Administrator Date: July 25, 2005

*Remember to attach Resolution

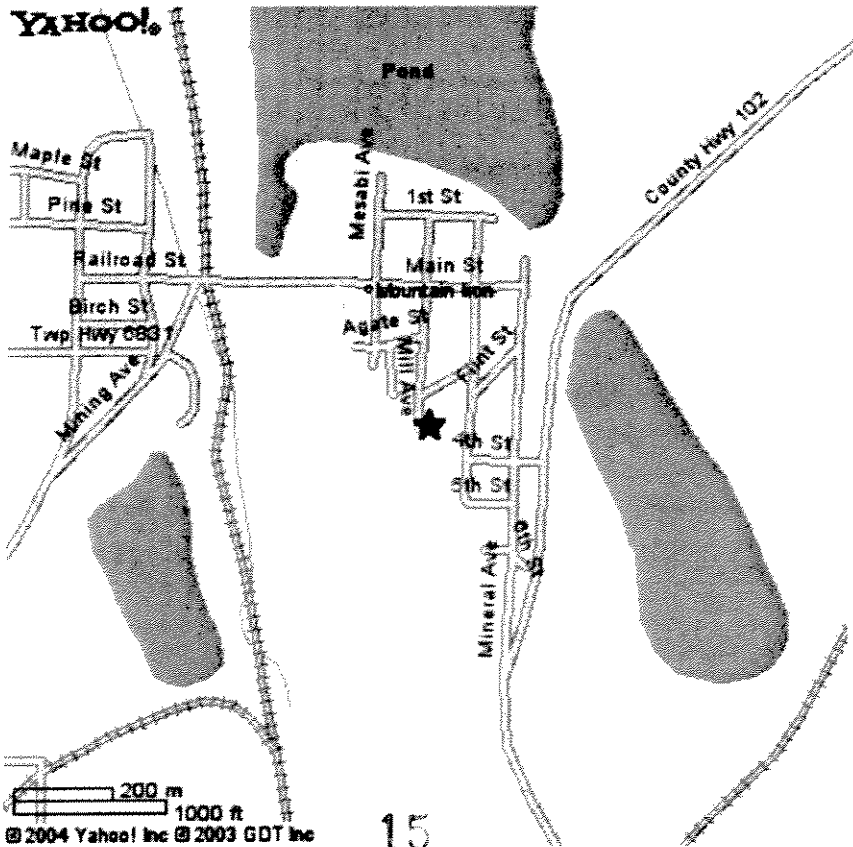
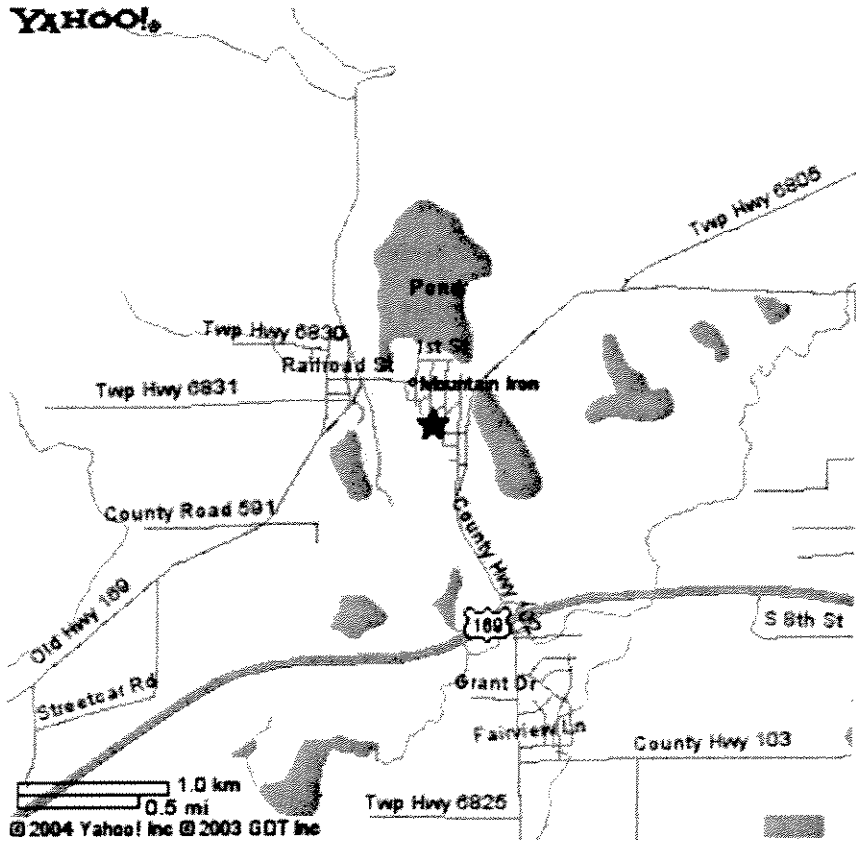
PRE-APPLICATION NARRATIVE

3. Project Description:

The Mountain Manor Complex upgrades include the installation of new carpeting throughout the building, including hallways, common areas and all apartments. This project also includes the installation of playground equipment in the adjacent open space.

PRE-APPLICATION

6. Project Location:



PRE-APPLICATION NARRATIVE

2. Statement of Need:

The upgrades to the Mountain Manor apartment complex are needed in order to provide quality housing to low and moderate income housing. Mountain Manor was built in 1981 with the assistance of what is now the Rural Development Administration and was intended to provide low and moderate income housing. In order to keep the complex up to date and provide quality housing, the carpet needs to be replaced. In order to enhance the facility and make it family friendly, the HRA would like to install playground equipment in the adjacent open space. This project is a joint effort between the City of Mountain Iron and the Mountain Iron Housing and Redevelopment Authority which currently owns the facility.

The City of Mountain Iron and the Mountain Iron Housing and Redevelopment Authority does not have the financial resources to undertake the entire project without assistance from other sources.

APPLICATION NARRATIVE

5. Planning Process

The City has adopted a vision statement and the proposed project would fit into that statement. The City's vision statement is as follows:

We see Mountain Iron as having an expanded, diversified residential/business community, while preserving our history and heritage, ethnicity and small town character; and provides year round tourism and recreational opportunities; and having a system to attract families, including educational, employment and business opportunities; with a proactive government promoting growth and identity.

The proposed project would also fit the community's Comprehensive Plan and Old Town Plan. The timing of the project is substantially behind schedule.

PRE-APPLICATION NARRATIVE

4. Project Budget:

The City of Mountain Iron is requesting funding in the amount of \$40,000 with the City providing a match of \$40,000 for a total project cost of \$80,000. Of the \$80,000, \$60,000 will be used for carpet installation and \$20,000 will be used for the playground equipment.

APPLICATION NARRATIVE

7. Organization Capabilities:

Staff and Other Resources: At the present time, the City of Mountain Iron has the following management staff which will be involved in the project comprised of the City Administrator/Clerk.

Fiscal Management: The City of Mountain Iron has successfully managed grant funds for several projects including previous CDBG funding, MNDoT Funding, FEMA funding, MPCA Funding, IRRRB funding and DNR funding.

The method for administration and management of this grant will be the responsibility of the City Administrator and his staff who are knowledgeable in grant procedures. The City accounting system meets requirements of OMB circular A—102. A separate grant account will be established which tracks the grant activity.

APPLICATION NARRATIVE

8. Time Frame:

If awarded, the project would begin in early 2006 with completion by mid 2006.

APPLICATION NARRATIVE

9. Objectives-Outcomes-Indicators/Measurable Results:

The outcome would be the completed installation of the carpeting and the completed construction of the gazebo.

ESTIMATED SOURCES AND USES OF FUNDS

USES of FUNDS Line Item Activities	SOURCES of FUNDS (Please be specific)						Totals
	Applicant Funds	Requested CDBG Funds	Other Funds Source:	Other Funds Source:	Other Funds Source:		
Carpet purchase and installation	\$30,000	\$30,000					\$60,000
Playground purchase and installation	\$10,000	\$10,000					\$20,000
	\$40,000	\$40,000					\$80,000

COUNCIL LETTER 071706-IVA1

MAYOR SKALKO

SUMMER WORKERS

DATE: July 11, 2006

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

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

Consider additional compensation for summer workers who worked on July 4th.

COUNCIL LETTER 071706-IVA2

MAYOR SKALKO

THANK YOU

DATE: July 11, 2006

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

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

Issue a formal thank you from the City to Ozzie Kohler for all of his efforts connected with the redevelopment of the South Grove Park.

COUNCIL LETTER 071706-IVC1

PUBLIC WORKS

LARGE TRASH COST

DATE: July 11, 2006
FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

The costs for the 2006 large trash pick up are as follows:

Tipping Fees	\$1,416.87
Labor	<u>4,107.09</u>
Total	\$5,523.96

Resident participation = 379
Revenue generated = \$1895.00

These costs do not reflect the material that was disposed of without a tipping fee. A County waste permit allowed free disposal of such items as tire, scrap iron, etc.

COUNCIL LETTER 071706-IVC2

PUBLIC WORKS

CENTENNIAL DRIVE SIGN

DATE: July 11, 2006

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff has looked at the signage situation at the intersection of Centennial Drive and County Road 7, with no recommended change. The signage is visible and consistent with the area signage.

This request was brought forward because of an ambulance call not being able to find Centennial Drive. Further investigation indicates that the ambulance was not looking for Centennial Drive, but rather, Marion Lane.

COUNCIL LETTER 071706-IVC3

PUBLIC WORKS

**LOCOMOTIVE PARK
HANDICAP ACCESS**

DATE: July 12, 2006

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff has looked at the Locomotive Park proposed handicap access ramp locations and would not recommend installing a ramp at Mountain Avenue and Locomotive Street.

The original plans for sidewalks at Locomotive Park had handicap access ramps proposed at these locations. These plans were changed to allow a view point parking lane addition which caused the deletion of the ramps.

COUNCIL LETTER 071706-IVC4

STREETS

CULVERT INSTALLATION

DATE: July 12, 2006

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff is requesting City Council consideration to start charging actual cost of installation for driveway culverts. Currently, the City does not charge for the installation of one culvert, per property, for each driveway.

This recommendation is made based on the huge price increases on culvert installation materials.

COUNCIL LETTER 071706-IVC5

COUNCILOR ROSKOSKI

**PUBLIC WORKS
EAST UNITY DRIVE REPAIRS**

DATE: July 11, 2006

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

Authorization should be given to spot repair various areas of Unity Drive from the CN tracks, west to Co. Hwy. 7. We either could do this in-house or contract out part or all of the project. There are 3-4 areas that really should be fixed.



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 City Council and Mayor
FROM: Sgt. Wade Rasch
RE: June 2006 Activity Report
DATE: July 11, 2006

The St. Louis County Sheriff's Office in Mt. Iron responded to the following calls for service during the month of May.

Deputies also performed 121 traffic stops while issuing 33 citations for traffic or criminal offenses and 97 traffic warnings.

Calls For Service:

- 30- On views- Officer initiated contacts checking on persons, vehicles, properties
 - 30- Public Assists (Veh. Unlocks, Loud Music, Animal Complaints, etc.)
 - 10- Suspicious Person/Vehicles or Unwanted Person(s)
 - 10- Assists to Virginia Police Department
 - 10- Welfare Checks Upon Persons or Suicide Threats
 - 8- Disturbances (Verbal arguments/Domestic/Threats)
 - 8- Assists to Virginia Sheriff's
 - 7-Theft
 - 7- Medical Assists
 - 7- Custodial Arrests
 - 5- Damage to Property
 - 4- Motor Vehicle Crashes (No injury)
 - 4- Alarm Calls
 - 1- Assault
 - 1- Burglary
- 21- Other Miscellaneous Calls (Ex. Id Theft, Child Custody, Civil Disputes, ATLS, Assist State Patrol)

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 071706-IVF1

FIRE DEPARTMENT

HIRE NEW FIREFIGHTERS

DATE: July 11, 2006

FROM: Tom Cvar
Fire Chief

Craig J. Wainio
City Administrator

The Fire Department is requesting that the City Council approve the hiring of two new firefighters. They are Dustin Rabideaux and Andrew Rogers.

COUNCIL LETTER 071706-IVF2

FIRE DEPARTMENT

FIRE CHIEFS CONFERENCE

DATE: July 11, 2006

FROM: Tom Cvar
Fire Chief

Craig J. Wainio
City Administrator

Authorize one representative to attend the Fire Chiefs Conference at a total cost of \$750.00. The conference is October 18th – 21st in Duluth.

COUNCIL LETTER 071706-IVF1

COUNCILOR ROSKOSKI

**CITY ATTORNEY
ADMINISTRATIVE HEARING**

DATE: July 11, 2006

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

An Administrative Hearing should be scheduled in regard to P & H not having the necessary permit for their operation in Merritt Industrial Park.

CITY OF MOUNTAIN IRON
 CONDITIONAL USE PERMIT APPLICATION *

Paid \$150.00
 6-16-06 - MR
 Rec. #2.068088

Name of Applicant Robert Warren Signature of Applicant Robert Warren Date of Applications 6-15-06

Address: _____ E-mail: _____
 Legal Description:
 Sec/Lot 4 Twp/Block 1 Rge/Subd Spring Park Parcel Code # 175-57-45
West 1/2

Description of Proposed Use
Storage for boat, 4 wheeler ect.

Statement as to why proposed use will not cause injury to value of adjoining property.
It will be a Brand new Building Nearest property line is 9'

Statement as to how proposed use is to be designed, arranged and operated in order to permit development and use of neighboring property.
It will be designed just like the garage, just 24' longer & up grading the old.

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

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Zoning Administrator Review	<u>Sent to JAK</u>	<u>6-19-06</u>	<u>JMT</u>
Public Hearing Set	<u>Hearing set for 7:00 PM</u>	<u>6-19-06</u>	<u>JMT</u>
Hearing Notice Published	<u>Mesabi Daily News</u>	<u>6/28/06 7/2/06</u>	<u>JMT</u>
Planning & Zoning Recommendation			
Council Action			
Filed with County Recorder			

Conditions Attached _____

VICINITY MAP TO SCALE - SHOW DIMENSIONS OF LOT AND ALL EXISTING AND PROPOSED STRUCTURES OR US DISTANCES FROM FRONT, SIDE AND REAR LOT LINE SETBACKS TO ALL EXISTING AND PROPOSED STRUCTURES SHOW ALLEY AND STREET NAMES ABUTTING LOT.

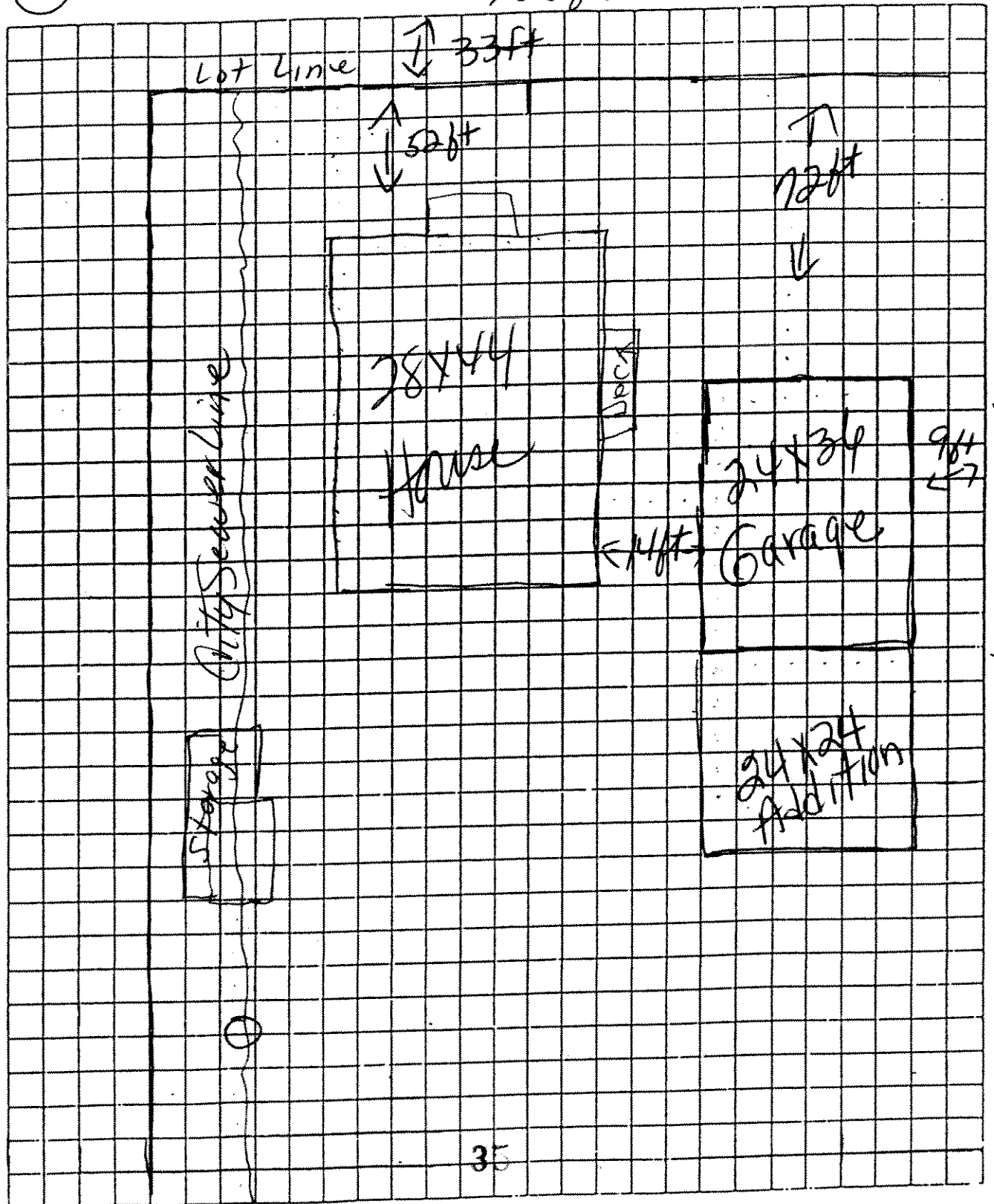
I/We certify that the proposed construction will conform to the dimensions and uses shown and that no changes will be made without first obtaining approval.

Signature Robert Warren

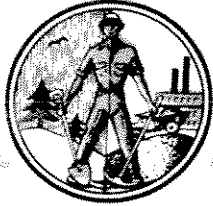
Date 6-15-09

(→N) INDICATE NORTH IN CIRCLE

-100ft-



217 1/2 ft Side Line



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

NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, July 10, 2006 at 7:05 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a request made by Robert Warren for a Conditional Use Permit as required by the Zoning Ordinance to construct an accessory building that would be in excess of 900 square feet. The property is legally described as follows:

West ½ of Lot 4, Block 1, Spring Park Addition to Mountain Iron

Parcel Code 175-0057-00045

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

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

www.mtniron.com

MINUTES
MOUNTAIN IRON PLANNING AND ZONING COMMISSION
MOUNTAIN IRON, MINNESOTA
JULY 10, 2006

The Mountain Iron Planning and Zoning Commission was called to order by Chairman Steve Giorgi at 7:00 p.m. Present were: Ray Saari, Steve Skogman, Steve Giorgi, Vicky Juntunen, Barb Fivecoate, and Margaret Soyring. Also present were: Council Liaison Allen Nelson and Zoning Administrator Jerry Kujala. Absent was: Jim Giorgi.

APPROVAL OF THE MINUTES

A motion was made by Saari with support from S. Giorgi to accept the minutes, as written, and passed unanimously.

PUBLIC HEARING

At 7:05 p.m., a motion was made by Skogman with support from S. Giorgi to close the regular meeting and open the Public Hearing to consider a Conditional Use Permit for Robert Warren 5608 Oriole Avenue, Mountain Iron, Minnesota to construct an addition onto the existing garage, making the structure in excess of 900 sq. feet. Mrs. Warren was present to speak to the Commission and explained that they just needed more room to store vehicles, a boat and a 4-wheeler. No one spoke for or against the building and no correspondence was received. At 7:13 p.m., a motion was made by Skogman with support from Saari to close the public hearing and re-open the regular meeting and passed unanimously.

NEW BUSINESS

A motion was made by Skogman with support from Fivecoate to recommend to the City Council, to grant Robert Warren, a Conditional Use permit, to add onto his present garage that would be in excess of 900 sq. feet and passed unanimously.

OLD BUSINESS

The fabric structure revised ordinance passed the City Council and there still are a few out there. Residents will be notified they are in violation of the City ordinance and can be fined if they are not removed. Russell Blake residence in Parkville and Marc Westerbur on County Road 7, are ones that have a structure up that needs to be removed or will be ticketed.

ZONING ADMINISTRATORS REPORT

Kujala reported that he had ticketed several parties for ordinance violations, one in Westgate Addition and two at Mashkenode Lake.

Kujala, also reported, that a resident in Ann's Acres wants to put up an oversized garage on a lot.

There is a used car lot going in on the corner of County Road 7 and Unity Drive---a firm from Duluth. He will check on the license that they need to do business. Anderson Auto will be selling used cars, as well as doing their repair work.

ADJOURN

A motion was made by Skogman with support from Juntunen to adjourn the meeting at 7:38 p.m. and passed unanimously.

Respectfully submitted:

Barb Fivecoate
Secretary

**COUNCIL LETTER 071706-VIA
ADMINISTRATION
RESOLUTION NUMBER 18-06**

DATE: July 11, 2006
FROM: Craig J. Wainio
City Administrator

Resolution Number 18-06 authorizes the City to receive the funding that was appropriated through the bonding bill. In the bonding bill, the City received \$500,000 for the development of a sustainable and renewable energy park. This Resolution states that the City will accept the funding and outlines who is eligible to sign the required contracts with the State.

It is recommended that the City Council adopt Resolution Number 18-06 Authorizing Receipt of Funds and Authorized Signatures.



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 18-06

AUTHORIZING RECEIPT OF FUNDS AND AUTHORIZED SIGNATURES

BE IT RESOLVED that City of Mountain Iron act as the legal sponsor for project(s) contained in State Bonding Bill entitled Mt. Iron: Sustainable & Renewable Energy Park.

BE IT FURTHER RESOLVED that City of Mountain Iron has the legal authority to receive financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

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

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

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

BE IT FURTHER RESOLVED that Mayor and City Administrator are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the City of Mountain Iron.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF JULY, 2006.

ATTEST:

Mayor Gary Skalko

City Administrator

COUNCIL LETTER 071706-VIB

ADMINISTRATION

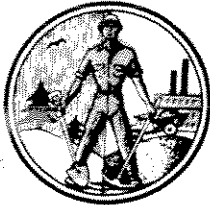
RESOLUTION NUMBER 19-06

DATE: July 11, 2006

FROM: Craig J. Wainio
City Administrator

Resolution Number 19-06 authorizes the application for grant funding from the Community Development Block Grant program through St. Louis County. The grant application will be for new carpeting and the development of a playground at Mountain Manor.

It is recommended that the City Council adopt Resolution Number 19-06 Authorizing Submission of CDBG Application.



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 19-06

AUTHORIZING SUBMISSION OF CDBG APPLICATION

WHEREAS, St. Louis County is preparing a Consolidated Plan/Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

WHEREAS, St. Louis County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and

WHEREAS, the City of Mountain Iron has conducted public hearing on July 17, 2006, in regard to the Mountain Manor Upgrades and Mountain Iron's CDBG application for the project, and

WHEREAS, it is found that the project meets the Direct Benefit: Limited Clientele federal objective of the CDBG program and is prioritized by the community as a high priority need.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the City of Mountain Iron's CDBG application related to the Mountain Manor Upgrade project is hereby authorized to be submitted to St. Louis County for inclusion in St. Louis County's Consolidated Plan/Action Plan to the U.S. Department of Housing and Urban Development, and that the City Administrator is hereby authorized to execute all documents, agreements, or contracts which result from this application to St. Louis County.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF JULY, 2006.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 071706-VIC
ADMINISTRATION
COMPREHENSIVE PLAN

DATE: July 11, 2006
FROM: Craig J. Wainio
City Administrator

Enclosed in your packet is a proposal from Arrowhead Regional Development Commission for the update of our Comprehensive Plan. \$10,000 was budgeted for in the Capital Improvement Budget. Please review and if acceptable please provide the authorization to enter into this agreement.

Planning Proposal

Mountain Iron Comprehensive Plan Update

To contact us:

Arrowhead Regional Development Commission
(ARDC)

221 West 1st Street

Duluth, MN 55802

Project Contact: Andy Hubley, AICP

Phone: 800-232-0707

Direct: 218-529-7512

Fax: 218-529-7592

E-mail: ahubley@ardc.org



Submitted By: _____
Andy Hubley

Background

In late 2005, Andy Hubley, ARDC Regional Planning Division Director, received communications from the City of Mountain Iron stating their desire for an update of the City's Comprehensive Plan. This proposal is in response to that request.

The proposal outlines ARDC's team of planners that would be working on the project, ARDC's past experience with similar projects, the process ARDC would use to complete the plan, a possible planning process schedule, deliverables, estimated cost, and potential future services.

The Arrowhead Regional Development Commission (ARDC) is a multi-disciplined planning and development organization whose jurisdiction encompasses the Northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis.

Organization

ARDC is a regional planning agency located in Duluth, Minnesota. A political subdivision of the State of Minnesota, ARDC is responsible for providing local government assistance, regional inter-governmental coordination, and a forum for regional discussion to the counties, cities, and towns of the seven-county Arrowhead Region. ARDC's Regional Planning Division offers communities land use planning services on both a project-by-project and an ongoing basis.

A Commission of local elected officials and at-large citizens oversees ARDC. The Commission elects a Board of Directors to be the primary management entity of the agency. A full list of the ARDC Board of Directors and Commissioners is available upon request.

John R. Chell is the Executive Director of ARDC and is responsible for the operations of the agency. ARDC's Regional Planning Division will be the team working on the Mountain Iron Comprehensive Plan Update. A description of the project team follows.

Division Director: Andy Hubley, AICP

Andy Hubley is the Director of the Regional Planning Division at ARDC. He has eight years of planning experience in Northeast Minnesota, all with ARDC. Hubley's breadth of planning experience includes land use, transportation, housing, recreation, strategic, and comprehensive planning. Most recently, Hubley has led visioning and comprehensive planning projects in Two Harbors and Biwabik, and is currently leading comprehensive planning projects in the Town of Silver Creek, the Town of Rice Lake, and the Town of Kabetogama. Hubley is leading ARDC's staffing of the North Shore Management Board, and is currently working with the Board on the implementation of the North Shore Management Plan Update. Hubley is certified by the American Institute of Certified Planners.

Associate Planner: Josh Bergstad

Josh Bergstad has been working as a planner with ARDC for the past two years after earning a Master's Degree in Economic Development from the University of Southern Mississippi. Bergstad has completed transportation plans for the Fond du Lac Indian Reservation and the Minnesota Department of Transportation, and has worked on comprehensive plan updates in Biwabik and Two Harbors, and is now updating those communities' zoning ordinances to reflect the changes in the comprehensive plans. Bergstad is also currently working on a plan examining wastewater issues on the North Shore and he administers ARDC's Economic Development District program.

Senior GIS Specialist: David Yapel

David Yapel has been working as a Geographic Information System Specialist at ARDC for over seven years. Yapel manages all mapping and spatial analysis tasks for ARDC's Regional Planning Division. Yapel is proficient with multiple GIS software packages and also designs map layouts for ARDC planning processes. Yapel is currently coordinating a multi-jurisdictional GIS implementation project for the Iron Range and is also working on spatial analysis efforts for the North Shore Management Board.

Past Planning Experience

ARDC has completed many comprehensive planning processes, several of them recently. The following are five project that resemble the process described as a need by the City of Mountain Iron and show ARDC's versatility in addressing unique areas of the Arrowhead Region.

Project 1: Two Harbors Waterfront Action Plan (2005)

This planning process created a vision for all of the land abutting Lake Superior in the City of Two Harbors, Minnesota and then developed a Comprehensive Plan amendment to reflect that vision. The Planning Commission served as a Steering Committee and guided the planning process. ARDC facilitated two public hearings in addition to completing the research, suggesting zoning innovations, meeting with the media, and writing the final document. ARDC also developed a new zoning map based on the plan's recommendations and developed new zoning codes that reflected the plan. ARDC will now be completing a Comprehensive Plan Amendment for the golf course area of Two Harbors in 2006.

Reference:

Name: Lee Klein
Organization: City of Two Harbors
Address: 522 1st Avenue, Two Harbors, MN 55616
Telephone Number: 218-834-8803

Project 2: City of Biwabik Comprehensive Plan Update (2005)

The City of Biwabik, Minnesota Comprehensive Plan Update was an efficient planning process that examined a portion of land that had been newly annexed by the City. ARDC has assisted the City to update their Comprehensive Plan to reflect the City's interests, and to develop two new zoning ordinances that reflect the Comprehensive Plan. ARDC is now helping the City to move the ordinances through the adoption process.

Reference:

Name: Terry Lowell
Organization: City of Biwabik
Address: 321 North Main, PO BOX 529, Biwabik, MN 55708
Telephone Number: (218) 865-4183 ext. 12

Project 3: Kawishiwi Triangle Vision Plan

ARDC worked with several diverse agencies and landowners to form a vision for future land use in a unique area in northern Lake County. The plan centered on the need for a new road in the area and the amount of development that would occur as a result of its construction. ARDC facilitated a planning process that examined all the issues and developed a vision for the area that all involved parties endorsed.

References:

Name: Alan Goodman
Organization: Lake County
Address: 1513 Hwy 2, Two Harbors, MN 55616
Telephone Number: (218) 834-8380 ext. 1

Project 4: Grand Rapids Comprehensive Plan (2003)

This planning process was a major undertaking for this Minnesota City that had not updated its comprehensive plan for a significant time. ARDC facilitated the process by coordinating Steering Committee and public meetings, completing research, developing summary documents, writing the plan, and helping to develop the recommendations. The plan was published by ARDC in 2003.

References:

Name: Rob Mattei
Organization: City of Grand Rapids
Address: 420 N Pokegama Ave, Grand Rapids, MN 55744
Telephone Number: (218) 326-7602

Project 5: Canosia Township Comprehensive Plan (2003)

This planning process was undertaken for a smaller Minnesota community with significant growth. ARDC facilitated the process by coordinating Steering Committee and public input meetings, completing research, suggesting recommendations, and developing a final document.

References:

Name: Sue Brooks
Organization: Canosia Township
Address: 4896 Midway Road, Duluth, MN 55811
Telephone Number: 218-729-9828

The Planning Process

As a public entity, ARDC is a professional planning partner to communities in the Arrowhead Region, and Comprehensive Plans are a significant part of the services ARDC offers. Comprehensive planning is the cornerstone to a community's zoning ordinance, and subsequently the community's character, health, and welfare. ARDC uses a planning process that is adaptable to each community but still meets the legal requirements for comprehensive planning.

ARDC has divided the Mountain Iron Comprehensive Plan Update process into four tasks: Plan Review, Issues Identification, Recommendation Development, and Plan Publication.

Summarized, the process ARDC proposes includes meetings with City staff, meetings with the Planning Commission, and a public meeting. In addition to facilitating Planning Commission and public input, ARDC will provide any necessary research and document writing, and will also provide planning expertise, innovations, and advice throughout the process. The process will result in a document that describes the project in full and gives details about the issues and the recommendations. The document will include a checklist of steps for implementation.

It is important to note that ARDC will ask City staff to be active in this planning process. Nothing of note will be decided regarding the planning process without staff review and approval. ARDC will also ask that City staff review and approve of all communications that ARDC has with the Planning Commission, the public, and other agencies.

A detailed description of the process follows.

Task A: Plan Review

To start the process ARDC will first communicate with City staff to confirm the project work plan and make any necessary changes. ARDC will review the existing Comprehensive Plan and other existing documents with City staff to determine the level of implementation and the pertinence of the recommendations. ARDC will assemble

all of the information from previous plans, review it, and summarize it into an efficient document.

ARDC will then meet with the Planning Commission (MEETING 1) to present the project's work plan for approval and to present the summarized information from the previous plans. The Planning Commission will be asked to comment on the information and offer insight into the status of the recommendations.

Task B: Issue Identification

In Task B, ARDC will research local and regional demographic and economic information and will give the information to the City. ARDC will also report on future trends that can be identified in the community. ARDC will then ask the Planning Commission to participate in an exercise to identify new issues in the community that the Plan Update should address (MEETING 2). The issues will be aligned in a similar manner as the previous Comprehensive Plan (land use, transportation, utilities, etc.) in order to have a seamless update. Of special concern will be issues that identified as discrepancies between the Comprehensive Plan and the current zoning ordinance/districts.

After Meeting 2 ARDC will summarize the issues into a list of concerns and make that list available via the Internet and City Hall to interested citizens. Citizens will be encouraged to add their concerns to the list of issues. ARDC will summarize the comments from the public and will develop a complete Identified Issues list.

Task C: Recommendation Development

ARDC will bring the Identified Issues to the Planning Commission for their review (Meeting 3). The issues will be summarized and categorized. ARDC will also provide possible recommendations for action that would address each issue. The Planning Commission will review the issues and draft recommendations and make any desired changes or ask ARDC to research an issue further. At the same time the Planning Commission will be asked to prioritize each recommendation for implementation. Again,

recommendations will be categorized into the same areas of concern that make up the previous Comprehensive Plan in order to maintain continuity and efficiency. Each recommendation will be summarized with descriptions of the action steps needed for implementation, an implementation timeline, and party responsible for the implementation. Of primary focus will be recommendations that directly address the City's zoning districts and ordinance. It is likely that it will take another meeting to complete this exercise (MEETING 4).

Once the recommendations are satisfactory, ARDC will assemble all of the information into draft final document. This document will contain background information about the City and previous planning processes, the status of the recommendations in previous planning processes, the identified issues, and the recommendations. A final chapter will be added that describes the necessary adoption process.

Task D: Plan Publication

After approval from the Planning Commission ARDC will schedule and advertise a public presentation of the Plan. ARDC will describe the plan in detail at an evening meeting (MEETING 5) and will open the floor for comments and questions following the presentation. All comments will be documented, summarized, and added to the draft plan.

The comments will be given to the Planning Commission, who will be asked to make any final changes to the draft document. Following that meeting (MEETING 6), ARDC will publish the final plan document. The plan will include pertinent color maps and graphics as well as the necessary plan documentation.

Qualifications

ARDC's Regional Planning Division is qualified to complete this planning process. The Division Director is certified by the American Institute of Certified Planners and has been completing planning processes in the Arrowhead Region for eight years. ARDC has recently completed processes for communities very near the

size of Mountain Iron. ARDC stays abreast of local, state, and national planning trends through our Commission and the American Planning Association.

Project Schedule

ARDC has started several other planning processes in 2006, but would be available to Mountain Iron when needed. The process is designed to take six months to complete. The six meetings would occur at a rate of once a month. ARDC can start the project as early as July 2006.

Deliverables

ARDC will provide the following to the City at the end of the process.

- 20 bound copies of the final document, including maps, the implementation checklist, and the process summary
- 100 copies of a color executive summary of the final document
- A CD containing a digital file of the final document and the other pertinent digital files associated with the project, including any Geographic Information Systems files that ARDC generated for the project
- The original copies of any public comments submitted to ARDC in regards to the project

Cost

ARDC estimates that this planning process will cost \$15,000 to complete. ARDC will not exceed that amount.

ARDC will help offset that cost with a Community Planning In-kind Grant, a program that ARDC offers to Arrowhead Region communities to do Comprehensive Planning (see information sheet enclosed with this proposal). The grant is first-come, first serve, and can provide \$5,000 worth of ARDC's planning services. Funds are available to Mountain Iron meaning that the cost to the City is \$10,000 for the planning process.

Arrowhead Regional Development Commission

Regional Planning Division

Any significant changes in scope will likely require a renegotiation.

A detailed cost breakdown is below.

	Andy Hubley, Division Director	Josh Bergstad, Associate Planner	David Yapel, GIS Specialist	Direct Expenses (Travel, Copies, Document Production)	Total	
Mountain Iron Comprehensive Plan Update	Task A-Plan Review					
	Hours	15	40	0	1 meeting	
	Cost \$	975.00	\$ 1,600.00	\$ -	\$ 100.00	\$ 2,675.00
	Task B-Issue Identification					
	Hours	15	50	10	1 meeting	
	Cost \$	975.00	\$ 2,000.00	\$ 500.00	\$ 100.00	\$ 3,575.00
	Task C-Recommendation Development					
	Hours	20	75	15	2 meetings	
	Cost \$	1,300.00	\$ 3,000.00	\$ 750.00	\$ 200.00	\$ 5,250.00
	Task D-Plan Publication					
Hours	15	25	20	2 meetings		
Cost \$	975.00	\$ 1,000.00	\$ 1,000.00	\$ 525.00	\$ 3,500.00	
TOTAL						
Hours	65	190	45	6 meetings		
Cost \$	4,225.00	\$ 7,600.00	\$ 2,250.00	\$ 925.00		
				Total Cost	\$ 15,000.00	
				ARDC Contribution	\$ 5,000.00	
				MOUNTAIN IRON COST	\$ 10,000.00	

Future Services

ARDC also offers planning services beyond this Comprehensive Plan Update. After the plan is adopted, ARDC could contract with the City to assist in developing the zoning ordinance updates that will almost undoubtedly be recommended. ARDC's professional planning staff has written unique, yet easy to understand, zoning ordinances for multiple entities in the last year. ARDC also can assist the City with any planning that is recommended by the Comprehensive Plan, including transportation, recreation, housing, or capital improvement plans. ARDC can continue to assist the City with GIS mapping needs as well.

COUNCIL LETTER 071706-VID

**COUNCILORS ROSKOSKI
AND IRISH**

ADDITIONAL 2006 STREET PROJECTS

DATE: July 11, 2006
FROM: Councilor Roskoski
Councilor Irish
Craig J. Wainio
City Administrator

Councilors Roskoski and Irish requested this item be placed on the Agenda with the following background information:

Reconsider the overlaying the following streets with the associated change in assessment classifications:

Coral Street with a change in the assessment rate from 75% to 50%.

Granite Street with a change in the assessment rate from 75% to 25%.

West half of Locomotive Street with a change in the assessment rate from 75% to 25%.

COUNCIL LETTER 071706-VIE

**COUNCILORS ROSKOSKI
AND IRISH**

FRONTAGE ROAD CLASSIFICATION

DATE: July 11, 2006
FROM: Councilor Roskoski
Councilor Irish
Craig J. Wainio
City Administrator

Councilors Roskoski and Irish requested this item be placed on the Agenda with the following background information:

Establish a new frontage road classification for Enterprise Drive North and Enterprise Drive South.

COMMUNICATIONS
JULY 17, 2006

1. Small Cities Update, forwarding the July 11, 2006 update.
2. City of Mountain Iron, notice of a public hearing for a conditional use permit for Perry Fiorini, 5386 South Court, Mountain Iron.
3. James and Lavina Gilbert, a letter regarding the increased utility rates.
4. Lyndon Hepokoski, a letter regarding a new federal communications act going through Congress that will affect cable TV and franchise fees.

SMALL CITIES UPDATE

July 11, 2006

Deadline approaching for annexations to be included in '07 LGA

This doesn't give you much time, but if your city was involved in a major annexation, you might be eligible to have that property included in your 2007 LGA calculations. If so, you have until July 17, 2006, to submit information on a Form AIR to the Minnesota Department of Revenue. Not all annexations are eligible, but changes in the law do allow for reporting some partial annexations. However, that applies only to annexations where the net tax capacity of the annexed area exceeds 5 percent of the city's tax capacity for the same year.

The form can be found on the Department of Revenue website by going to "Property tax administrators," to "State aids and credits," to "Local Government Aid and Annexations." Submitting the form is voluntary even if you had a qualifying annexation. If you do not submit a form, the effects of recent annexations will be reflected in your 2008 LGA calculation. Adjustments for annexations could increase or decrease your city's LGA distribution. Questions about the form can be submitted to Larry Bewley at larry.bewley@state.mn.us or at 651-556-6096.

LMC schedules "A River Runs Through It"

Cities are soon to be awash in concerns and costs relating to water and wastewater, so now is the time to get informed about these issues. For that reason, the League of Minnesota Cities has scheduled a series of workshops entitled, "A River Runs Through It – Your City's Role in Impaired, Storm, Waste, and Drinking Waters." In this session, you will:

- Understand the connection between impaired, storm, waste, and drinking waters;
- Review new and old rules and legal implications related to permitting, development and redevelopment, and residents;
- Focus on mercury standards in wastewater and phosphorus and arsenic standards in drinking water; and
- Meet state agency field staff and agency representatives who can help your city on water-related issues.

The Registration fee is only \$25, so more than one city official should consider attending the session. It is appropriate for mayors and council members; city clerks, administrators and managers; and public works employees. You can register now at www.lmnc.org/conf/impairedwaters06.cfm. The workshops will be held in the following cities on the dates indicated:

July 26 – St. Cloud

July 27 – St. Paul

July 28 – Rochester

August 16 – Grand Rapids

August 17 – Detroit Lakes

August 18 – Redwood Falls

Could Office of Entrepreneurship be in future?

Last session, several legislators worked together to write legislation that would have created the Minnesota Office of Entrepreneurship. Unfortunately, that effort died in committee, but there are still people interested in accomplishing the same goal. To keep the flame burning, Minnesota Rural Partners and regional co-hosts will sponsor a series of four meetings over the next four months via teleconferencing to gather ideas for some sort of a public/private consortium to help coordinate entrepreneurial development. The first meeting is set for five locations on July 19 from 10 a.m. to 12 noon. If interested, contact Denise Pfeifer, Minnesota Rural Partners, at 507-828-5559 or dpfeifer@minnesotaruralpartners.org.

Get to know your board members

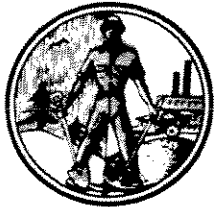
The Minnesota Association of Small Cities Board of Directors is set up to provide representation for the entire state and a good mixture of elected and appointed officials. However, it has been a while since we published the entire list of officers, the counties they represent and their contact numbers. We hope you will take notice of the list published below and jot down names and numbers of MAOSC representatives that you can call for information or assistance.

- **President Dan Buchholtz, Region 8** – Hanover City Administrator, Daniel-hanover@comcast.net or 763-497-3777. *Anoka, Chisago, Dakota, Isanti, Hennepin, Ramsey, Scott and Washington counties.*
- **Vice-President John Young, At-Large** – Hawley City Councilor, ljetvig@arvig.net or 218-483-3484. *Elected Statewide.*
- **Acting Secretary/Treasurer Lynn Hokanson, Region 12** – Watkins City Administrator, lynnhokanson@yahoo.com or 320-764-6400. *Carver, McLeod, Meeker, Sherburne, Stearns and Wright counties.*
- **Immediate Past President Dave Bovee, Region 7** – Dawson City Manager, dave@dawsonmn.com or 320-769-4615. *Big Stone, Chippewa, Kandiyohi, Lac qui Parle, Renville, Swift and Yellow Medicine counties.*
- **Shannon Mortenson, Region 1** – Kennedy City Clerk-Treasurer, clerk@ruralaccess.net or 218-674-4142. *Kittson, Marshall, Pennington, Red Lake and Roseau counties.*
- **Sharon Edlund, Region 2** – Fertile City Administrator-Clerk, fertile@gvtel.com or 218-945-3136. *Becker, Clay, Clearwater, Hubbard, Mahnomen, Norman and Polk counties.*
- **Tina Rennemo, Region 3** – Kelliher City Administrator, citykelr@paulbunyan.net or 218-647-8470. *Beltrami, Itasca, Koochiching and Lake of the Woods counties.*
- **Pat Kelley, Region 4** – Silver Bay Councilor, patgofree@yahoo.com or 218-226-4408. *Cook, Lake and St. Louis counties.*
- **Region 5** – Open. *Aitkin, Benton, Carlton, Cass, Crow Wing, Kanabec, Mille Lacs, Morrison and Pine counties.*
- **Lori Jorgenson, Region 6** – Rothsay City Clerk-Treasurer, crothsay@rtelnet.net or 218-867-2254. *Douglas, Grant, Otter Tail, Pope, Stevens, Todd, Traverse, Wadena and Wilkin counties.*
- **Joel Young, Region 9** – Chatfield City Clerk, jyoung@ci.chatfield.mn.us or 507-867-3170. *Dodge, Fillmore, Goodhue, Houston, Mower, Olmsted, Wabasha and Winona counties.*
- **Region 10** – Open. *Blue Earth, Brown, Faribault, Freeborn, Le Sueur, Martin, Nicollet, Rice, Sibley, Steele, Waseca and Watonwan counties.*
- **Greg Isaackson, Region 11** – Cottonwood City Clerk-Treasurer, cotmngi@mvtvwireless.com or 507-423-6488. *Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood and Rock counties.*
- **Ronald Anderson, At-Large** – Milan City Mayor, paparon69@hotmail.com or 320-734-4411. *Elected Statewide.*

As you can see from this list, we do have two open board positions. If you are a city official located in either Region 5 or Region 10 and are interested in serving on our board, please notify Nancy Larson at nanlars@LL.net, 320-275-3130 or 612-961-5408, so she can send you an application form. The board generally meets about five or six times a year on Friday evenings, which isn't as bad as you think! The board meets first for social hour, next for dinner and then finishes off with a board meeting. If we start going past 9 p.m., we generally stop and reconvene in the morning. On top of that, MAOSC pays for mileage and motel, so your only real cost is in time.

MN Ass'n of Small Cities, 21950 CSAH 4, Dassel MN 55325 (O) 320-275-3130 (C) 612-961-5408 nanlars@LL.net

The Mission of the Minnesota Association of Small Cities is to enhance the quality of life in small cities of the state through advocacy, networking and collaboration.



CITY OF MOUNTAIN IRON

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

"TACONITE CAPITAL"

PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, July 24, 2006 at 7:05 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a request made by Perry Fiorini, 5386 South Court, Mountain Iron, Minnesota for a Conditional Use Permit as required by the Zoning Ordinance to construct an accessory building that would be in excess of 900 square feet. The property is legally described as follows:

Lot 11, Block 3, Ann's Acres Addition

Parcel Code 175-0012-00690

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

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

www.mtniron.com

July 3, 2006

Note to Mountain Iron City
Council

Dear Mayor & Councilors,

This bill is outrageous
especially for a summer
month!

How come you consider
giving L & M a tax break
and give your Seniors bills
like this??

Sincerely

Lavinia Gilbert
James Gilbert

735-8435

July3, 2006

Honable Mayor
City of Mt. Iron
City Hall

Dear sir:

I am writing this letter is regards to the new federal communications act that is now going through the Congress that will pertain to cable TV and Telephone. The bill would take away local franchising, franchise fees, and local control of right of ways. Congress is moving the bill to federal license these types of businesses taking away all local control. If a business wants to go to a city they just apply for a federal license, they then do business as they want. They would then have the right to cherry pick their areas, so if there is an area in the town where they feel they would not make money they can shut off of not run their cable. They would not have Public Access channels, if they dowant, then they can make the city lease the channel. There would no longer be franchise monies as there would be no franchise to deal with, no demands from local entities such as Public access channels. Congress is pushing this very, very hard, along with the lobbists of telecommunications companies

The major public access entities such as Duluth, Bloomington, St. Paul, Minneapolis and the Metro Link Channel are ceasing all major spending and are looking at the possiblity of closing.

The Media Alliance and the many public access producer groups are trying to lobby Congress but the Major Communication Companies and their alliances are stronger and are winning out. So please at this time contact your federal representatives and say no to this Bill and all it's amendments.

Sincerely:



Lyndon Hepokoski
Iron Trail Public Access Inc.
316 West Lake Street
Chisholm, Mn. 55719

COUNCIL LETTER 071706-IX

CITY COUNCIL

CLOSED MEETING

DATE: July 11, 2006

FROM: City Council

Craig J. Wainio
City Administrator

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