

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, AUGUST 15, 2005 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the August 1, 2005 Regular Meeting (#1-13)
 - B. Bills and Payroll
 - C. Receipts
 - D. Communications (#60-81)
- III. Public Forum
 - A. CDBG Public Hearing
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Spring Park Road (#14)
 - 2. Labor-Management Meeting (#15)
 - 3. Advertisement (#16-17)
 - B. City Administrator's Report
 - C. Director of Public Work's Report
 - 1. One Ton 4x4 (#18)
 - D. Library Board
 - 1. Assistant Librarian Position
 - E. Fire Department
 - 1. Pump Quotes (#19-21)
 - 2. Fire Department Conference *
 - F. City Attorney's Report
 - 1. ROW Mowing (#22)
 - G. City Engineer's Report
 - H. Planning and Zoning Commission
 - 1. Variance (#23-25)
 - I. Liaison Reports
- V. Unfinished Business
 - A. P&H Concerns (#26)
- VI. New Business
 - A. Resolution Number 20-05 CDBG Application (#27-40)
 - B. Resolution Number 21-05 Declaring Costs (#41-44)
 - C. Resolution Number 22-05 Accepting Work (#44-48)
 - D. Resolution Number 23-05 Setting Preliminary Levy (#49-53)
 - E. Resolution Number 24-05 Setting Bond Levy (#54)
 - F. Resolution Number 25-05 Setting TNT Hearing (#55)
 - G. 8/1 Council Meeting Agenda Items (#56)
 - H. Mesabi Trail Signage (#57)
 - I. St. Louis County Thank You (#58)
 - J. Reschedule Next Meeting (#59)
 - K. Communications (#60-81)
- VII. Open Discussion
- VIII. Announcements * Enclosed in packet
- IX. Adjourn # Denotes page number in packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
AUGUST 1, 2005

Mayor Skalko called the City Council meeting to order at 6:30 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; Don Kleinschmidt, Director of Public Works; Rod Flannigan, City Engineer; Tom Cvar, Fire Chief; and Steve Norvitch, Assistant Fire Chief.

The Mayor welcomed everyone to the meeting.

It was moved by Prebeg and supported by Irish that the consent agenda be approved as follows:

1. Add the following items to the agenda:
 - IV. A. 4. Matt Niskanen Recognition
 - VI. F. Audit Report Recommendation
2. Approve the minutes of the July 18, 2005, 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 July 15-31, 2005, totaling \$373,259.20, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period July 15-31, 2005, totaling \$201,795.43, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

No one spoke during the public forum.

During the Mayor's report, the Mayor commented on the tragic accidental deaths of four people from the Cook area. He expressed his sympathies and thoughts and prayers to the families of the victims.

The Mayor commented on the progress that has been made with the rental units at the Mountain Manor Complex. He said that two years ago there were 17 vacant units out of the 40 available. The Mayor said that the age limitations were lowered and there are now nine vacant units.

It was moved by Skalko and supported by Prebeg to appoint Bruce Peterson, 5441 Mineral Avenue, Mountain Iron to fill the unexpired term of Jeanne Schechinger, with the term expiring on December 31, 2006. The motion carried.

It was moved by Skalko and supported by Prebeg to maintain all “publicly owned” lands within the City of Mountain Iron which need to be cut would be mowed by the City Crew on a regular basis. City Staff making the final determination on which lands would be mowed would be the Director of Parks and Recreation and the Director of Public Works. Mayor Skalko amended the motion to include obtaining a legal opinion on the liability issues of mowing on County, State, or Federal land with the City Attorney. Councilor Prebeg supported the amendment. The amended motion carried with Roskoski voting no.

It was moved by Skalko and supported by Prebeg that if an event, ad, etc. is given to City Staff after the agenda has been prepared which requires a cost to the City and needs to be acted upon at our upcoming meeting because of a time deadline, the Mayor will have the right to add it on to the agenda for a Council vote. Also, if an event should occur, like one of our high school teams going to regions, state, etc. and their next game played will be before our upcoming Council meeting, the Mayor shall have the right to authorize the cost of a radio broadcast and/or newspaper advertisement. After further discussion, Mayor Skalko amended his motion to include all Councilors instead of just the Mayor. Councilor Prebeg supported the amendment. The amended motion carried with Irish and Roskoski voting no.

It was moved by Skalko and supported by Irish that the City of Mountain Iron congratulates Matt Niskanen for being selected in the first round, 28th overall pick, by the Dallas Stars in the 2005 NHL draft. The City expresses continued success to Mr. Niskanen as he continues to pursue his dream. The motion carried.

It was moved by Skalko and supported by Prebeg to approve the Conditional Use Permit for Dan and Crystal Yernatich, 8750 Unity Drive, Mountain Iron, parcel code 175-0070-01484, to construct an accessory building that is 1,920 square feet. The motion carried.

It was moved by Prebeg and supported by Irish to approve a Variance for Charles Newberg, 5740 Mesabi Avenue, Mountain Iron, parcel code 175-0010-01850 to construct an accessory building closer to the lot line than is allowed by the zoning ordinance. The motion carried.

Councilor Roskoski questioned the City Administrator regarding the power outage on July 27, 2005. He stated that the resident who had contacted him said that he was having trouble reporting the power fluctuations and outage using the emergency number. City Staff said that they would contact Minnesota Power to see if they were having problems with their emergency number.

It was moved by Nelson and supported by Prebeg to authorize City Staff to purchase 12 transformers from Resco at their low quoted price of \$5,628.00. The motion carried unanimously on a roll call vote.

Councilor Roskoski questioned the Director of Public Works regarding the relocation of the brush hauling area. The Director of Public Works stated that the recycling bins had been relocated, but all of the signage had not yet been posted. He further stated that the yard waste site would be moved to the new site shortly.

It was moved by Skalko and supported by Nelson to authorize City Staff to call for quotes on painting the locomotive in Locomotive Park with an alternate bid for the painting of the bull dozer. And further, to have Councilor Roskoski work with the Recreation Director and the City Engineer to include some additional language in the specifications. The motion carried.

It was moved by Roskoski and supported by Skalko to authorize City Staff to block the streets as outlined on the map, (a copy is attached and made a part of these minutes) for the Merritt Days Celebration on August 12 and 13, 2005. The motion carried.

It was moved by Prebeg and supported by Nelson to accept the recommendation of the Mountain Iron Volunteer Fire Department and hire the following people to the department contingent on them passing a physical examination:

Jeremy Waldron
Brandon Muck
William Copeland
Lee Gams

Richard Sather-with the stipulation that he move into the 10 minute response area within 90 days of the City Council approval of hiring.

The motion carried.

The Fire Chief advised the Council that he spoke with the City Administrator and he requested that the City turn over a retired sheriff's department four-wheel drive when one becomes available to replace their van.

It was moved by Roskoski and supported by Skalko to authorize the fire department to seeks quotes on a potential changes for the 2001 fire truck. The motion carried.

Councilor Nelson questioned the Fire Chief regarding some concerns regarding the mutual aid agreement with the City of Virginia.

At 7:30 p.m., Councilor Roskoski left the meeting.

At 7:32 p.m., Councilor Roskoski returned to the meeting.

The City Council requested an evaluation of the costs for the Virginia fire runs and a comparison over the previous years. Councilor Nelson expressed concern with the mutual aid agreement being overused and the costs exceeding the budget.

It was moved by Irish and supported by Skalko to accept the low bid of V & S Consultant for the Ann's Acres Water Building and Tank Demolition Project in the amount of \$21,710 with the expenditure being paid from the capital outlay fund. The motion carried on the following roll call vote: Irish, yes; Roskoski, yes; Prebeg, no; Nelson, yes; and Skalko, yes.

It was moved by Prebeg and supported by Nelson to adopt Resolution Number 17-04, accepting work on the street improvement projects, (a copy is attached and made a part of these minutes) contingent on the City receiving a deduction for the materials not used in the North Court area. The motion carried on the following roll call vote: Roskoski, no; Prebeg, yes; Nelson, yes; Irish, no; and Skalko, yes.

Councilor Roskoski questioned the City Administrator regarding the legality on the State Bonding Bill Resolution. The City Administrator said that the City Attorney said that the revote procedure was legal. Councilor Irish requested that the City Attorney submit his answer to the Council in writing regarding the issue for future reference. Councilor Prebeg felt that this was an unnecessary expenditure to request the City Attorney to write a letter when the Council can ask him questions at the meetings that he attends. The Council took no further action regarding the matter.

At 7:50 p.m., Councilor Prebeg left the meeting.

At 7:52 p.m., Councilor Prebeg returned to the meeting.

It was moved by Irish and supported by Roskoski motion to Resolution Number 19-05, setting hearing on vacation, until the Council can study the issue further. After further discussion, Councilor Irish **withdrew** his motion.

It was moved by Nelson and supported by Prebeg to adopt Resolution Number 19-05, setting hearing on vacation, (a copy is attached and made a part of these minutes). The motion carried with Councilor Roskoski voting no.

It was moved by Roskoski and supported by Irish that the following street sign policy be adopted:

1. All requests for wanted or needed signage will come to the City Council.
2. Said request will then be forwarded to the Street and Alley Committee for review.
3. The Street and Alley Committee will return the request to the City Council with a recommendation for further action.

The **motion failed** with Prebeg, Nelson and Skalko voting no.

It was moved by Skalko and supported by Prebeg to allow anyone to make a request regarding signage with City Staff and the Sheriff's Department would make a determination whether the sign is needed or not. Mayor Skalko amended the motion to include notifying the Council of any sign changes. Councilor Prebeg supported the amendment. The amended motion carried with Councilor Roskoski voting no.

It was moved by Roskoski and supported by Irish for capital value inventory purposes, as suggested by the auditor and for fire and theft insurance purposes, that an inventory of individual items with a replacement valuation of \$100 or more be implemented. This would be for the fire department, the water department, the wastewater department, electric

department, parks and recreation department, law enforcement department, street department, and buildings with the inventories being completed by December 31, 2005, so that the figures could be compiled and ready for the 2006 audit. The **motion failed** with Prebeg, Nelson and Skalko voting no.

It was moved by Roskoski and supported by Irish to start doing some planning to upgrade Spring Park Road into a better gravel type of road. That Benchmark Engineering would do preliminary engineering for road contours, culverts, ditching, roadway width, quantities of materials needed similar to Heather Avenue. After further discussion, Councilor Roskoski **withdrew his motion**.

It was moved by Roskoski and supported by Irish to direct the City Engineer to complete a cost estimate to improve the drainage and surface of Spring Park Road. The **motion failed** with Prebeg, Nelson and Skalko voting no.

At 8:56 p.m., it was moved by Nelson and supported by Prebeg that the meeting be adjourned. The motion carried with Councilor Roskoski voting no.

Respectfully submitted:

Jill M. Forseen, CMC/MMCA
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. Northland Consulting Engineers, information regarding the exterior cracked masonry wall near the entrance to the City Hall building.
2. Virginia Regional Medical Center Foundation, a thank you for the contribution.
3. Minnesota Association of Small Cities, forwarding the July 25, 2004 update.

Summary By Category And Distribution

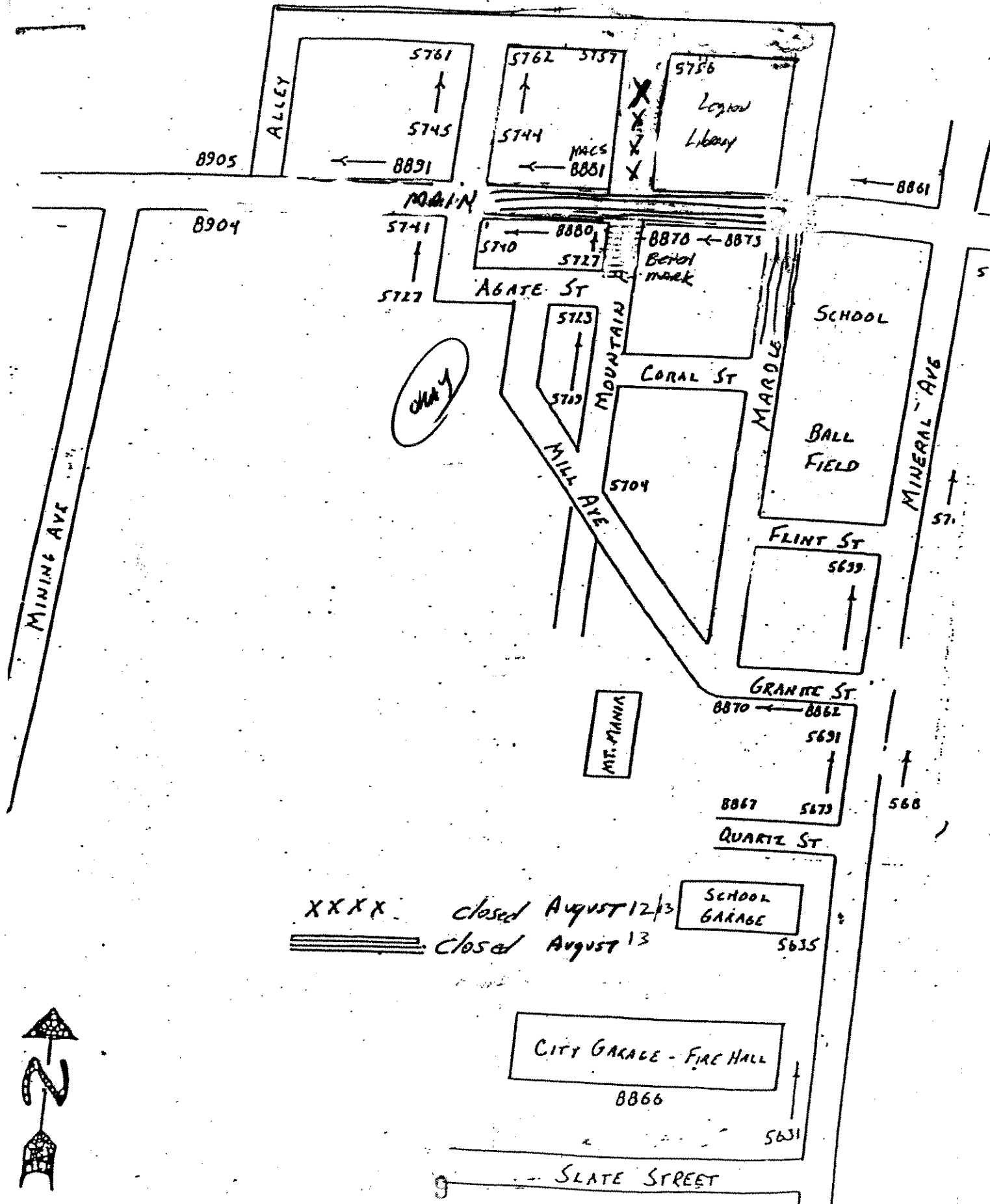
Category	Distribution	Amount
PERMITS	BUILDING	2,773.40
UTILITY	UTILITY	57,758.95
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	150.00
BUILDING RENTALS	NICHOLS HALL	20.00
CAMPGROUND RECEIPTS	FEES	5,659.00
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	325.00
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	263,123.50
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	2,264.50
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	29,771.76
COPIES	COPIES	30.75
PERMITS	VARIANCE	150.00
CD INTEREST	CD INTEREST 101	707.00
TAXES	TRANSFERS FROM MI HRA	3,237.50
METER DEPOSITS	ELECTRIC	500.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	404.36
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
LICENSES	ANIMAL	10.00
MISCELLANEOUS	COCA-COLA RECEIPTS-CITY HALL	106.90
BUILDING RENTALS	COMMUNITY CENTER	100.00
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,525.60
FINES	CRIMINAL	580.98
Summary Totals:		<u>373,259.20</u>

Check Issue Date(s): 07/27/2005 - 08/05/2005

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/05	07/27/2005	31991	190039	ST LOUIS COUNTY RECORDERS OFFC	002-20200	24.50
07/05	07/27/2005	31992	190039	ST LOUIS COUNTY RECORDERS OFFC	002-20200	1.65
08/05	08/03/2005	31993	140036	ACORDIA-A WELLS FARGO INS CO	002-20200	746.00
08/05	08/03/2005	31994	10030	AMERICAN PUBLIC POWER ASSN	002-20200	533.50
08/05	08/03/2005	31995	140026	AQUILA	002-20200	503.04
08/05	08/03/2005	31996	10021	ARROWHEAD LIBRARY SYSTEM	002-20200	298.47
08/05	08/03/2005	31997	30017	CARQUEST (MOUNTAIN IRON)	002-20200	351.61
08/05	08/03/2005	31998	30005	CLERK OF CONCILIATION COURT	002-20200	165.00
08/05	08/03/2005	31999	30062	CUTLER-MAGNER COMPANY	002-20200	162.94
08/05	08/03/2005	32000	40032	DEPARTMENT OF ADMINISTRATION	002-20200	357.85
08/05	08/03/2005	32001	40017	DISPLAY SALES	002-20200	1,816.89
08/05	08/03/2005	32002	40027	DULUTH/SUPERIOR COMMUNICATION:	002-20200	92.32
08/05	08/03/2005	32003	8041	ELY BASEBALL ASSOCIATION	002-20200	165.00
08/05	08/03/2005	32004	60026	FASTENAL COMPANY	002-20200	48.93
08/05	08/03/2005	32005	60029	FERGUSON ENTERPRISES INC	002-20200	21.09
08/05	08/03/2005	32006	60006	FISHER PRINTING	002-20200	1,191.74
08/05	08/03/2005	32007	60003	FIVE SEASONS SPORTS CENTER	002-20200	268.23
08/05	08/03/2005	32008	5007	FORTIS BENEFITS	002-20200	673.94
08/05	08/03/2005	32009	70004	GRANDE ACE HARDWARE	002-20200	71.90
08/05	08/03/2005	32010	70028	GREATER MINNESOTA AGENCY INC	002-20200	180.00
08/05	08/03/2005	32011	70029	GUARDIAN PEST CONTROL INC	002-20200	62.46
08/05	08/03/2005	32012	80012	HARDRIVES INC	002-20200	9,671.29
08/05	08/03/2005	32013	80022	HAWKINS INC	002-20200	1,257.23
08/05	08/03/2005	32014	80004	HEISEL BROS PLUMBING	002-20200	288.60
08/05	08/03/2005	32015	8018	HOYT LAKES RECREATION	002-20200	65.00
08/05	08/03/2005	32016	90007	INDUSTRIAL LUBRICANT COMPANY	002-20200	675.56
08/05	08/03/2005	32017	90005	ITALIAN BAKERY INC	002-20200	18.00
08/05	08/03/2005	32018	110006	KEN WASCHKE AUTO PLAZA	002-20200	18.56
08/05	08/03/2005	32019	120032	LAKE COUNTRY POWER	002-20200	130.00
08/05	08/03/2005	32020	8015	LISA CASILLO	002-20200	100.00
08/05	08/03/2005	32021	130030	MACQUEEN EQUIPMENT	002-20200	160.27
08/05	08/03/2005	32022	130006	MESABI HUMANE SOCIETY	002-20200	854.87
08/05	08/03/2005	32023	8017	MICHELE AXELSON	002-20200	100.00
08/05	08/03/2005	32024	130040	MIDWEST SPORTSWEAR	002-20200	273.16
08/05	08/03/2005	32025	130009	MINNESOTA POWER	002-20200	39,302.46
08/05	08/03/2005	32026	130086	MN RURAL WATER ASSOCIATION	002-20200	195.00
08/05	08/03/2005	32027	130015	MOUNTAIN IRON PUBLIC UTILITIES	002-20200	13,362.42
08/05	08/03/2005	32028	140042	NORTHERN DOOR & HARDWARE INC	002-20200	6,507.15
08/05	08/03/2005	32029	140004	NORTHERN ENGINE & SUPPLY INC	002-20200	30.63
08/05	08/03/2005	32030	8042	NORTHLAND CONSULTING ENGINEER	002-20200	300.00
08/05	08/03/2005	32031	160023	POHAKI LUMBER	002-20200	32.54
08/05	08/03/2005	32032	170002	QWEST/POLE RENTAL	002-20200	22.00
08/05	08/03/2005	32033	8014	RICHARD PEARSON	002-20200	150.00
08/05	08/03/2005	32034	190003	SARANEN AUTO	002-20200	190.46
08/05	08/03/2005	32035	190045	SERVICE SOLUTIONS	002-20200	352.52
08/05	08/03/2005	32036	190004	SKUBIC BROS INC	002-20200	1,018.42
08/05	08/03/2005	32037	190024	ST LOUIS CO SHERIFF LITMAN	002-20200	34,166.66
08/05	08/03/2005	32038	190016	ST LOUIS COUNTY AUDITOR	002-20200	1.65
08/05	08/03/2005	32039	190039	ST LOUIS COUNTY RECORDERS OFFC	002-20200	46.00
08/05	08/03/2005	32040	8016	TRACY PICKAR	002-20200	50.00
08/05	08/03/2005	32041	200027	TRUE VALUE HOME CENTER	002-20200	1,390.40
08/05	08/03/2005	32042	220025	VERIZON WIRELESS, BELLEVUE	002-20200	18.33
08/05	08/03/2005	32043	220004	VIRGINIA DEPARTMENT OF PUBLIC	002-20200	26,973.87
08/05	08/03/2005	32044	230005	WESCO DISTRIBUTION INC	002-20200	1,314.63
08/05	08/04/2005	32045	230010	WILBUR & VIOLET BALL	002-20200	1,050.00

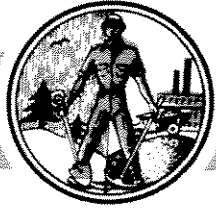
Check Issue Date(s): 07/27/2005 - 08/05/2005

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
Totals:						<u>147,824.74</u>
Payroll-PP Ending 7/29/05						<u>53,970.69</u>
TOTAL EXPENDITURES						<u>\$201,795.43</u>



XXXX closed August 12/13
 Closed August 13





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 17-05

ACCEPTING WORK

WHEREAS, pursuant to an agreement with the City on May 4, 2004, Hardrives, Inc. of Rogers, Minnesota has satisfactorily completed improvement of those streets identified in Exhibit A by reconstruction and/or in accordance with such agreement.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the work completed under said agreement is hereby accepted and approved; and,

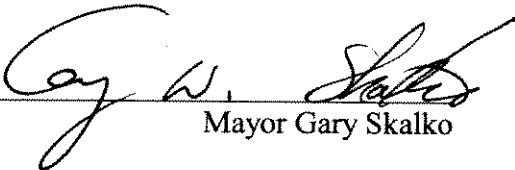
BE IT FURTHER RESOLVED, that the City Administrator and Mayor are hereby directed to issue a proper order for the final payment on such agreement, taking the contractor's receipt in full.

DULY ADOPTED BY THE CITY COUNCIL THIS 1st DAY OF AUGUST, 2005.

ATTEST:



City Administrator



Mayor Gary Skalko

EXHIBIT A

Locomotive Street from Mountain Avenue to Marble Avenue
Park Drive from South of Garden Drive to Mud Lake Road
Arbor Lane from Mineral Avenue to Greenwood Lane
Parkville Street from Nichols Avenue to Old Highway 169
Spring Park Road from Nichols Avenue to end of current bituminous portion
Oriole Avenue from Spring Park Road to Cardinal Street
Cardinal Street from Oriole Avenue to Nichols Avenue
Eagle Avenue from Parkville Street to end of current bituminous portion
Grant Street from Mineral Avenue to end of current bituminous portion
Only the Cul-de-sac of North Court
All of Marion Lane



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 19-05

SETTING HEARING ON VACATION

WHEREAS, a petition of property owners abutting Falcon Avenue (formally 2nd Street) from Heron Street (formally 2nd Avenue) to County Road 102 and Eagle Avenue (formally 1st Street) from Heron Street (formally 2nd Avenue) to County Road 102 in the Parkville Second Addition, City of Mountain Iron, was received by the City Administrator on the 14th day of July, 2005, requesting that the City Council vacate Falcon Avenue (formally 2nd Street) from Heron Street (formally 2nd Avenue) to County Road 102 and Eagle Avenue (formally 1st Street) from Heron Street (formally 2nd Avenue) to County Road 102 in said Parkville Second Addition, City of Mountain Iron, St Louis County, Minnesota.

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

The City Council will consider the vacation of such street, alley or road at a public hearing to be held on such proposed vacation on the 6th day of September, 2005, before the City Council in the Mountain Iron Room of the Community Center at 6:30 p.m., or shortly thereafter, and the City Administrator shall give published and posted notice as required by law.

DULY ADOPTED BY THE CITY COUNCIL THIS 1st DAY OF AUGUST, 2005.

ATTEST:



City Administrator



Mayor Gary Skalko

NOTICE OF HEARING

NOTICE OF HEARING ON VACATION OF FALCON AVENUE (FORMALLY 2ND STREET) FROM HERON STREET (FORMALLY 2ND AVENUE) TO COUNTY ROAD 102 AND EAGLE AVENUE (FORMALLY 1ST STREET) FROM HERON STREET (FORMALLY 2ND AVENUE) TO COUNTY ROAD 102 IN PARKVILLE SECOND ADDITION, CITY OF MOUNTAIN IRON, ST LOUIS COUNTY, MINNESOTA.

NOTICE IS HEREBY GIVEN that a hearing will be held before the City Council of Mountain Iron in the Mountain Iron Room of the Community Center on the 6th day of September, 2005, at 6:30 p.m., or shortly thereafter, to hear all persons present upon a petition of property owners for the vacation of Falcon Avenue (formally 2nd Street) from Heron Street (formally 2nd Avenue) to County Road 102 and Eagle Avenue (formally 1st Street) from Heron Street (formally 2nd Avenue) to County Road 102 in Parkville Second Addition, City of Mountain Iron, St Louis County, Minnesota.

Dated this 1st day of August, 2005.

By order of the City Council
/s/ Craig J. Wainio
City Administrator
www.mtniron.com

COUNCIL LETTER 081505-IVA1

MAYOR SKALKO

SPRING PARK ROAD

DATE: August 10, 2005

FROM: Mayor Skalko

Craig J. Wainio
City Administrator

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

General maintenance inspection of road to be conducted during 2005 road work season.

COUNCIL LETTER 081505-IVA2

MAYOR SKALKO

LABOR – MANAGEMENT MEETING

DATE: August 10, 2005

FROM: Mayor Skalko

Craig J. Wainio
City Administrator

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

Set date for second week in September tentatively, Tuesday, September 13th.

COUNCIL LETTER 081505-IVA3

MAYOR SKALKO

REQUEST FOR ADVERTISING

DATE: August 10, 2005

FROM: Mayor Skalko

Craig J. Wainio
City Administrator

Advertising opportunity for MIB Sports Special Edition. See attached sheet.

704 7th AVENUE SOUTH • P.O. BOX 956
VIRGINIA, MINNESOTA 55792



MESABI DAILY NEWS

NEWSPAPER OF THE IRON RANGE
www.mdnnews.com

218-741-1005 • FAX 218-741-1005
e-mail: mdnprod@mx.com

FAX

No. of Pages _____ Today's Date _____ Time _____
 To Looney Nanti Company City of Mtn. Iron Location _____
 Fax # _____ Telephone # _____
 Comments _____
I'll call back on Tues. to see if this
was approved.

We are working on our annual High School Sports/Academic Sections for the '05-'06 School Year.

- There are 6 sections that run thru the year.
- The first one will be Fall Sports on Aug. 26th
- Gilrs Basketball Dec. 2
- Winter Sports Dec. 6
- Boys Basketball Dec. 9
- Spring Sports April 23
- Our Schools April 30

(Theses dates may change slightly)
 The cost is the same as last year \$18.50 per run
 You will be billed after the section runs.
 All who participate will be put in a drawing for a chance for 2 free 3x5 Display ads
 Please let me know as soon as possible.
 The deadline is Aug. 19, 2005

Thank you for your time,
 Gail
 Mesabi Daily News
 741-5544 ext. 123
 Fax 741-1005

COUNCIL LETTER 081505-IVC1

PUBLIC WORKS

ONE TON 4 x 4 TRUCK

DATE: August 10, 2005

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff is requesting Council approval to obtain price quotes for the purchase of a one (1) ton 4 x 4 pickup truck. This truck is budgeted for in the amount of \$30,000.00 in the 2005 Capital Outlay Improvement Plan.

This truck will be equipped with a dump body and snow plow for use in the Street Department. It will be replacing the current 1996 Chevy one ton.



Custom Fire Apparatus, Inc.
 509 68th Avenue
 Osceola, WI 54020
 715-294-2555

Price Quotation

To:

Mountain Iron Fire Department
 Attn: Steve Norvich
 8586 Enterprise Drive S.
 Mountain Iron, MN 55768
 Tel: (218) 735-8262
 Fax: (715) 748-7573

Date:	No:
08/09/05	
Your Inquiry Dated:	Terms:
07/05	Net 10 Days
Proposed Shipping Date	Shipped Via
3 - 4 weeks from approval	Customer Transportation
Salesperson	EXW
Jim Kirvida	Osceola, WI Factory

<u>Qty</u>	<u>Part #</u>	<u>Description</u>	<u>Price</u>
1	LDH-manual crank	Furnished and Installed in place of current 2-1/2" discharge -OR-	\$3,800.00
1	LDH-electric actuated	Furnished and Installed in place of current 2-1/2" discharge	\$4,700.00
1	FRC Pro-S6 (Pressure Governor for F550)	Furnished and Installed in place of current throttle	\$3,200.00

2-3 weeks is required after notification to proceed (in order to receive parts), work can be completed in 5 -7 working days after receipt of parts and F550 pumper.

Refer to previous e-mailed information for details.

Quote valid for 30 Calendar Days

Craig J. Wainio

From: Jim Kirvida [jim@customfire.com]
Sent: Tuesday, August 09, 2005 1:40 PM
To: Craig J. Wainio; firedept@mtiron.com
Cc: Kristi Scheet
Subject: FW: MODS Mtn. Iron 2001 F550 SuperDuty Pumper
Attachments: PICT0074.JPG; PICT0078.JPG; PICT0019.JPG; PICT0077.JPG

Faxed proposals to follow.

From: Jim Kirvida
Sent: Wednesday, July 27, 2005 8:09 AM
To: Steve & Sherry
Cc: Wayde Kirvida; brian@customfire.com; Alex Apps; Bill Schultz; 'Jim@CustomFire.com'
Subject: MODS Mtn. Iron 2001 F550 SuperDuty Pumper

Dear Steve:

Thank you for your patience, in the receipt of this information, regarding the modifications to your 2001 E-1 F550 SuperDuty Pumper.

LARGE DIAMETER DISCHARGE INSTALLATION: In order to install a large diameter discharge, on your existing fire pump discharge manifold, we will have to confirm that the manifold has the proper size waterway to support the large capacity flow of a 3-1/2" discharge valve. This would be done by opening an inspection access door (rear of crosslay) to the passenger side of the fire pump, and confirming that there is at least an 6-bolt flange or 3-1/2" threaded tap available for large diameter valve installation. If the proper size flange or tap are not available, the existing passenger side 2-1/2" discharge valve would need to be removed, and its attachment fitting enlarged to 3-1/2" size, for the new large diameter valve. My assumption is that you would eliminate the passenger side 2-1/2" discharge, in favor of the large diameter valve with its Storz x 2-1/2" male adapter cap. The next issue, would be whether or not there is sufficient room, and "line-of-sight" passage through the pump compartment, for installation of a manual crank (slow-closing) 3-1/2" discharge valve actuator. The 2004 truck has an Akron screw-crank operated large diameter valve, as shown in the attached photo. Per NFPA requirements, the valve's actuator control must be adjacent to the same valve's pressure gauge. This may only be possible with an electric valve control console, due to its much smaller profile. If we have to provide an electric operated valve, instead of a manual crank valve, the cost would be increased by some \$900.00. The total cost to do the "upgrade" (exchange) from a 2-1/2" 250 GPM discharge valve, to a 3-1/2" 1000 GPM discharge, with Storz and reducer fittings, would be \$3800.00 (plus the additional 900.00 if electric valve is required).

PRESSURE GOVERNOR INSTALLATION: We have checked with our Pressure Governor suppliers, and find that Fire Research does indeed have an electronic governor specially developed for the 7.3L Ford diesel engine, as should be the engine furnished in your 2001 Ford F550 vehicle. This governor would operate nearly identical to the Class-1 governor as furnished on your 2004 Pumper/Tanker apparatus (unfortunately, Class-1 does not offer an electronic governor application of the Ford 7.3 diesel). The cost to furnish and install this governor system, including the removal of the existing remote electronic throttle system, would be \$3200.00.

The Fire Research governor, would be their model PRO-S6, and provides the features as follows:



PRO-S Pressure Governors

20

The PRO S has replaced the older PRO series governors. New control electronics make the PRO S more reliable and dependable. New programming features include automatic compensation for both low and high pressures, and high pressure surge limiting while in RPM mode (an important safety addition). Larger color coded buttons are easier to see and operate.

Operating the pump is as easy as pushing a button, this governor acts like a 'cruise control' for the pump.

Designed especially for firefighters, the PRO Pressure Governor has gained a reputation for being very **USER FRIENDLY**. When operating in pressure mode (the default setting), the PRO will maintain a selected pressure setting regardless of the number of discharges that are opened as long as the system is capable of supplying the amount of water required. As more lines are opened, the PRO will raise the engine RPM automatically to maintain the required pressure. The PRO will reduce the engine RPM to maintain the required pressure when one or more of the discharges are closed down.

STANDARD FEATURES

- Simple to operate! (The PRO interface was designed to be easy to use.) The large, color coded, clearly marked buttons are easy to identify even in dim light.
- Maintains constant pressure during pump operations even as more lines are added or taken away.
- Corrects for pressure changes faster than humanly possible.
- Automatic **PRESET** for swift pressure and RPM settings.
- Settings are displayed in large, bright digits.
- Proven reliability. The PRO has been in everyday use by departments across the nation since 1993. You can depend on the PRO.
- Engine idle when out of water. This feature requires a bit of explanation: The program initiates "prime RPM" ramping at an out of water condition. In other words, if you run out of water, the PRO will go to a safe "prime" speed to try to get the pressure back. Failing this, after 7 seconds, the PRO will bring the engine to IDLE.
- Remote High Idle option
- Easy to install.
- Compatible with all common engines used in the fire service. This standardization allows you to create a simpler pumper training program because the same interface can be used regardless of engine type.

RA206-A00

PRO- Pressure governor, PRO-S, Ford 7.3L, psi, S-6 12Vdc .doc

re time necessary to do the above
stallions, would be 5 working days, and the
ork would have to be done, here at our facility
Osceola, Wisconsin.

Thank you for the opportunity to provide this
rotation, and look forward to your consideration
the same.

Best Regards,

Tom Kirvida

COUNCIL LETTER 081505-IVD1

COUNCILOR ROSKOSKI

PERFORMING WORK ON PUBLIC PROPERTY

DATE: August 10, 2005

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

The Council should have our attorney research any liability issues/concerns of the City performing work on County or State property.



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, August 8, 2005 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 Norri Distributing Company for a Variance as required by the Zoning Ordinance, to construct an accessory building closer to the lot line than allowed by the ordinance. The property is legally described as follows:

Lots 3 and 4, Block 3, Mountain Iron Expressway Development

Parcel Code 175-0032-00140

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

150

CITY OF MOUNTAIN IRON
VARIANCE APPLICATION *

Name of Applicant Norri Distributing Company Signature of Applicant [Signature] Date 7/21/05
8409 Enterprise Drive No. Mountain Iron mn 55192
Legal Description: Mt. Iron Expressway Development
Description: Sec/Lot 12/3&4 Twp/Block 58N/3 Rge/Subd 18West Parcel Code # 175-0032-00140

Area for which

Variance Requested: The NorthEast Portion of Lot 4 going right to the property line on Lot 5.
I'm looking for 120 feet to go parallel the property line.
See diagram.

Statements addressing condition of "undue hardship" for which variance is requested.

I would like to have the extra building space here, because I need the space to fit 2 trucks side by side, 2 deep. Also, I am limited for space because of the Minnesota Power Easement Line goes diagonally through my property.

* Applicant is required to submit a vicinity map, drawn to scale, showing applicant's and adjoining property including all existing or proposed buildings or uses. Use reverse side of this form.

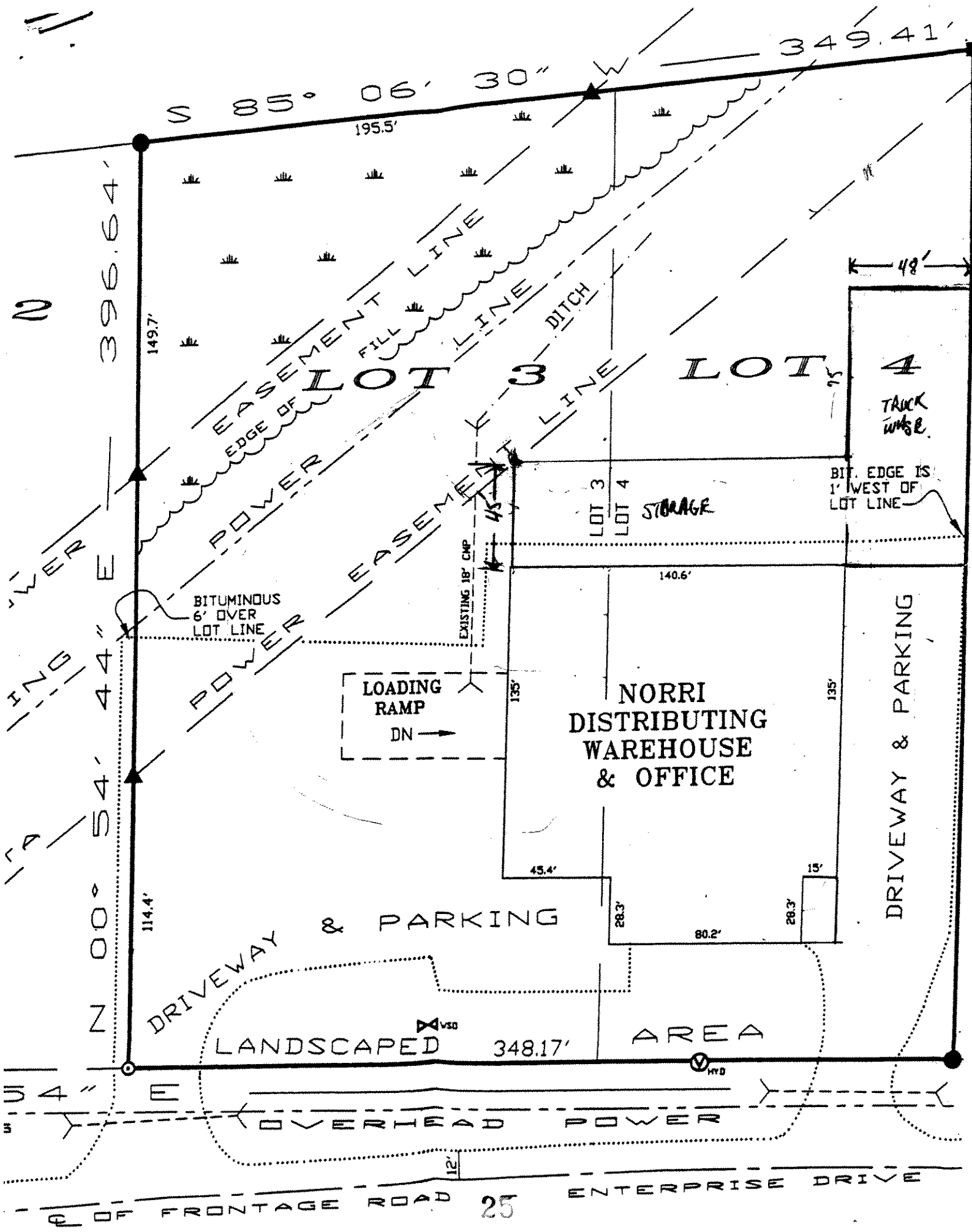
SEE ATTACHED DIAGRAM

Pd \$150.00 7/21/05
Rec 2.058161

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Zoning Administrator Review	<u>Mailed to JAK</u>	<u>7-22-05</u>	<u>gmf</u>
Public Hearing Set	<u>Hearing set 8/18/05 7:05pm</u>	<u>7-25-05</u>	<u>gmf</u>
Hearing Notice Published	<u>Mesabi Daily News</u>		<u>gmf</u>
Board of Adjustment and Appeals Recommendation			
Council Action			
Filed with County Recorder			

Conditions Attached _____



N

W
E
ING

U 4
E

396.64'

54'
114.4'

149.7'

DRIVEWAY & PARKING

BITUMINOUS
6" OVER
LOT LINE

LOADING
RAMP
DN →

EXISTING 18" CMP

LANDSCAPED AREA

NORRI
DISTRIBUTING
WAREHOUSE
& OFFICE

EASEMENT LINE
FILL LINE
EASEMENT LINE
DITCH

LOT 3
LOT 4
STORAGE

LOT 3
LOT 4

LOT 4
TRUCK
USE

BIT. EDGE IS
1' WEST OF
LOT LINE

DRIVEWAY & PARKING

S 85° 06' 30"

195.5'

349.41'

48'

140.6'

45.4'

28.3'

80.2'

15'

135'

348.17'

FRONTAGE ROAD

ENTERPRISE DRIVE

COUNCIL LETTER 081505-VA
COUNCILOR ROSKOSKI
P & H OPERATION CONCERNS

DATE: August 10, 2005
FROM: Councilor Roskoski
Craig J. Wainio
City Administrator

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

The P & H operation has raised concerns from the West Virginia, West Gate and Ann's Acres areas starting in the spring of 2003 or earlier and nothing has improved. Heavy hauling – noises – dust – odors – soil pollution are some of the issues. The Council has to know this issue off center and solve these problems.

COUNCIL LETTER 081505-VIA

ADMINISTRATION

RESOLUTION NUMBER 20-05

DATE: August 9, 2005

FROM: Craig J. Wainio
City Administrator

At the request of the City Council, Staff has prepared a grant application to assist with the installation of carpeting and a gazebo at the Mountain Manor Complex. This grant is available from the St. Louis County CDBG Program. The application amount is for \$37,500.

In order to apply for the grant, the City needs to hold a public hearing to consider the grant application. Upon completion of the public hearing, it is recommended that the City Council adopt Resolution Number 20-05 Approving the 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 20-05

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 August 15, 2005, 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 15th DAY OF AUGUST, 2005.

ATTEST:

Mayor Gary Skalko

City Administrator

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

APPLICATION NARRATIVE

2. 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 construction of a screened in gazebo on the patio area off of the commons.

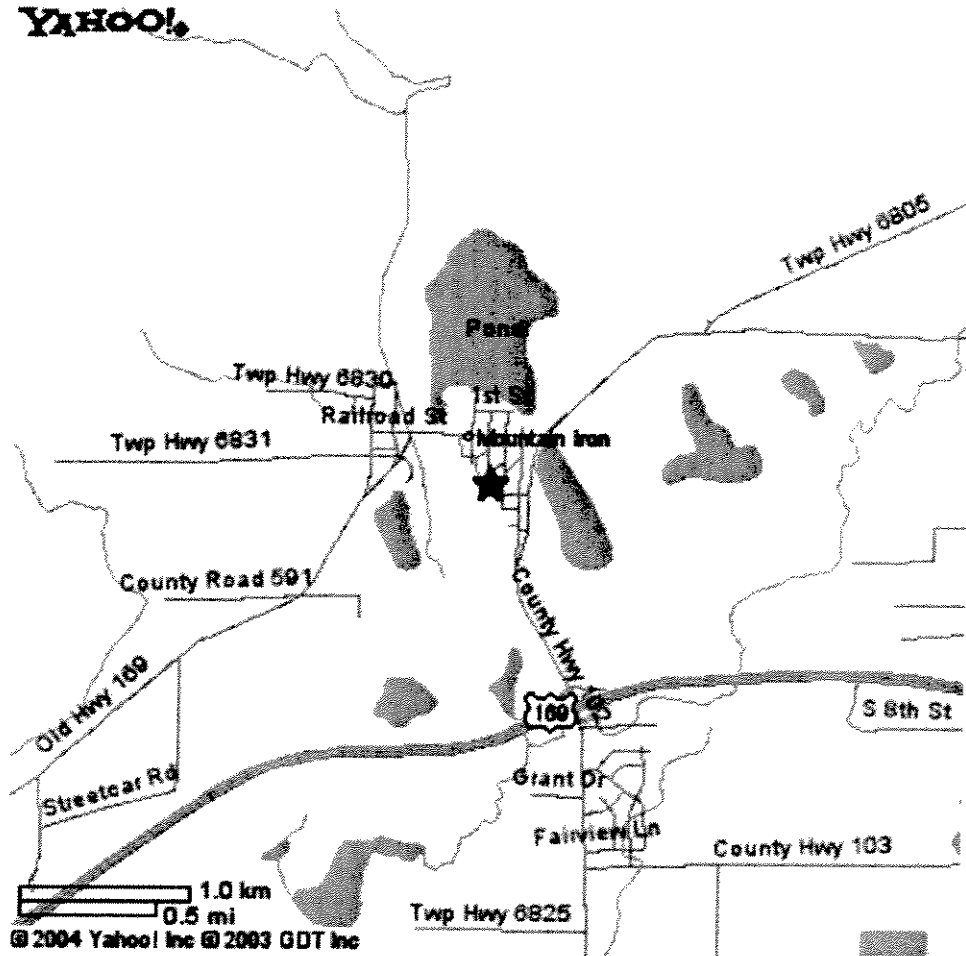
APPLICATION

3. Project Location:

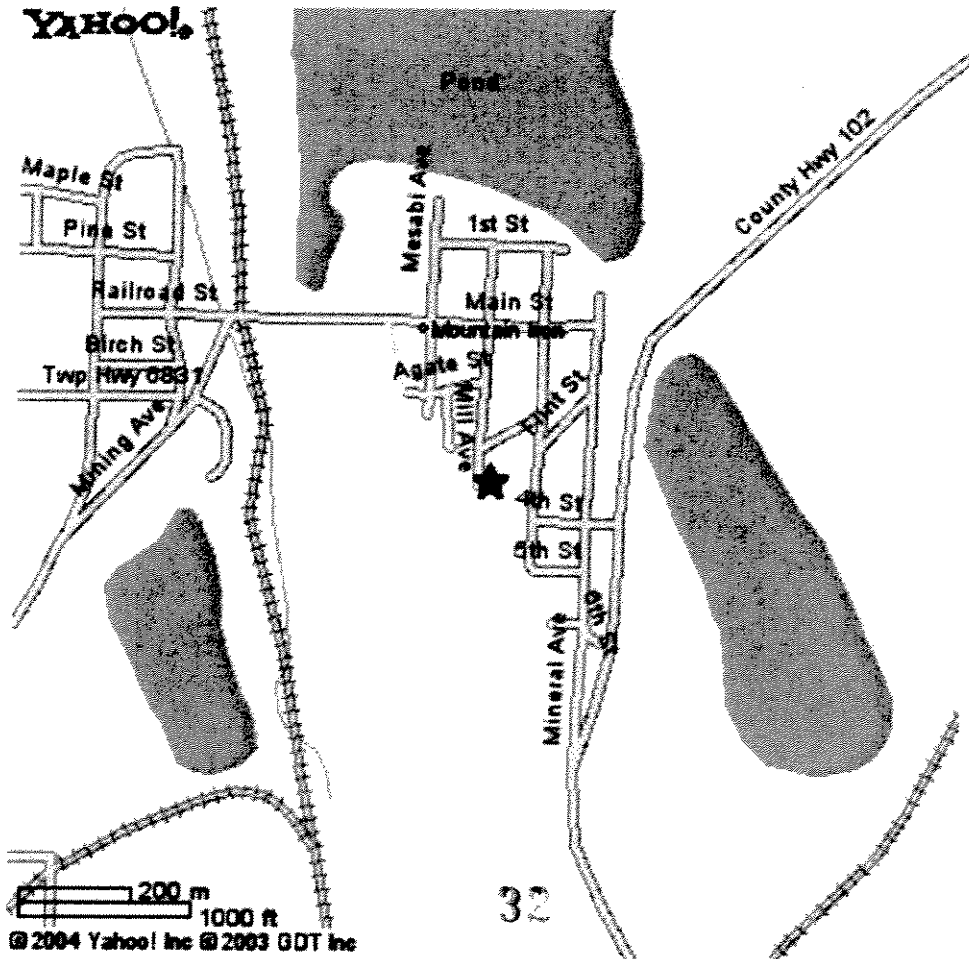
- Provide address, and
- Attach Map of Project Area

The project is located at Mountain Manor, 5700 Mountain Avenue, Mountain Iron.

YAHOO!



YAHOO!



APPLICATION NARRATIVE

4. 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. 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.

APPLICATION NARRATIVE

6. Project Budget:

The City of Mountain Iron is requesting funding in the amount of \$37,500 with the City providing a match of \$37,500 for a total project cost of \$75,000. Of the \$75,000, \$60,000 will be used for carpet installation and \$15,000 will be used for the gazebo.

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.

APPLICATION NARRATIVE

10. Other Relevant Information:

ESTIMATED SOURCES AND USES OF FUNDS

USES of FUNDS		SOURCES of FUNDS (Please be specific)					
Line Item Activities	Applicant Funds	Requested CDBG Funds	Other Funds Source:	Other Funds Source:	Other Funds Source:	Totals	
Carpet purchase and installation	\$30,000	\$30,000				\$60,000	
Construction of Gazebo	\$7,500	\$7,500				\$15,000	
40							
	\$37,500	\$37,500				\$75,000	

COUNCIL LETTER 081505-VIB

ADMINISTRATION

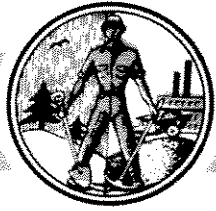
RESOLUTION 21-05

DATE: August 10, 2005

FROM: Craig J. Wainio
City Administrator

Resolution 21-05 Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment for the 2004 Street Overlay Program. The streets are listed in Exhibit A of the Resolution. This Resolution identifies the cost of the project, the land owners' responsibility and orders the development of an assessment role. Once the assessment role is developed it will be presented to the City Council and a public hearing on the proposed assessments will need to be set.

It is recommended that the City Council adopt Resolution Number 21-05 Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment.



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 21-05

DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, costs have been determined for the improvement of improvement of those streets identified in Exhibit A by overlayment or reconstruction and the contract price for such improvement is \$193,446 and the expenses incurred or to be incurred in the making of such improvement amount to \$31,127 so that the total cost of the improvement will be \$224,573.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$74,455 and the portion of the cost to be assessed against benefited property owners is declared to be \$150,118.
2. Assessments shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January, 2006, and shall bear interest at the rate of eight percent per annum from the date of the adoption of the assessment Resolution.
3. The City Administrator, with the assistance of the city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The City Administrator shall upon the completion of such proposed assessment, notify the City Council thereof.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF AUGUST, 2005.

ATTEST:

Mayor Gary Skalko

City Administrator

EXHIBIT A

Jasmine Street from County Road 7 to Aster Avenue
Gardenia Street from County Road 7 to Bluebell Avenue
Aster Avenue from Unity Drive to Jasmine Street
Daisy Avenue from Marigold Street to Gardenia Street
Bluebell Avenue from Jasmine Street to Gardenia Street
Carnation Avenue from Jasmine Street to Gardenia Street
Marigold Street from County Road 7 to Bluebell Avenue
Daffodil Avenue from Marigold Street to Gardenia Street
Unity Drive from Enterprise Drive South to Mud Lake Road
Unity Drive from County Road 7 to Enterprise Drive South

COUNCIL LETTER 081505-VIC

ADMINISTRATION

RESOLUTION 22-05

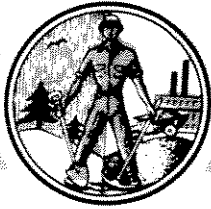
DATE: August 10, 2005

FROM: Rod Flannigan
City Engineer

Craig J. Wainio
City Administrator

Resolution Number 17-04 Accepting Work is to closeout the Park Ridge project. This project was originally approved in May of 2003 with Ralaja Construction performing the work. The project has been satisfactory completed according to the contract.

It is recommended that the City Council adopt Resolution Number 22-05 Accepting Work.



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"
PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

RESOLUTION NUMBER 22-05

ACCEPTING WORK

WHEREAS, pursuant to an agreement with the City on May 19, 2003, Rajala Construction Company of Cohasset, Minnesota has satisfactorily completed the improvement of the proposed commercial development located in the Northwest Quarter of the Southeast Quarter and the Southwest Quarter of the Northwest Quarter of Section 11, Township 58 North, Range 18 West, all in the City of Mountain Iron, St. Louis County, Minnesota by the installation of infrastructure in accordance with such agreement.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the work completed under said agreement is hereby accepted and approved; and,

BE IT FURTHER RESOLVED, that the City Administrator and Mayor are hereby directed to issue a proper order for the final payment on such agreement, taking the contractor's receipt in full.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF AUGUST, 2005.

ATTEST:

Mayor Gary Skalko

City Administrator



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

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

August 3, 2005

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

Re: Mountain Iron Commercial Forty
Final Pay Request
Project No. MI02-27

Dear Mr. Wainio:

Enclosed please find Final Pay Request No. 8 for the Mountain Iron Commercial Forty project in the amount of **\$16,791.14** for approval at your next council meeting. The contract is complete and all remaining punchlist items have been addressed.

If you have any questions or need additional information please do not hesitate to contact me.

Sincerely,
Benchmark Engineering, Inc.


Eric E. Fallstrom, P.E.

EEF: js

Enclosures

pc: Brandon Larson, Rajala Construction Company
Mr. Dan Lamppa, Utility Systems of America, Inc.

RECOMMENDATION OF PAYMENT

No. 8 (final)

Owner's project No. _____

Engineer's Project No. MI02-27

Project: Mountain Iron Commercial Forty

CONTRACTOR: Rajala Construction Co., Inc., P.O. Box 277, Cohasset, MN 55721

For Period Ending: July 14, 2005

To: City of Mountain Iron
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The application meets the requirements of the Contract Documents for the payment or work completed as of the date of this Application.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

BENCHMARK ENGINEERING, INC.

Dated August 1, 2005

By 

STATEMENT OF WORK

Original Contract Price	<u>\$685,679.15</u>	Work & Materials to Date	\$ <u>588,088.88</u>
Net Change Orders	<u>\$(85,684.26)</u>	Amount Retained	\$ <u>0.00</u>
Current Contract Price	<u>\$599,994.89</u>	Subtotal	\$ <u>588,088.88</u>
		Previous Payments	\$ <u>571,297.74</u>
		Amount Due this Payment	\$ <u>16,791.14</u>



August 1, 2005

PAY REQUEST NO. 8 - FINAL
 City of Mountain Iron
 Commercial Forty Development
 Project No. MI02-27

CONTRACTOR: RAJALA CONSTRUCTION CO., INC.

SPEC. NO.	ITEM	UNITS	PROJECT QUANTITIES	ITEM COST	QUANTITY TO DATE	TOTAL AMOUNT
2101.511	CLEARING & GRUBBING	LUMP SUM	1.0	\$ 72,000.00	1.0	\$72,000.00
2105.501	COMMON EXCAVATION	CU. YD.	121,400.0	\$ 1.40	121,400.0	\$169,960.00
2105.522	SELECT GRANULAR BORROW (CV)	CU. YD.	1,840.0	\$ 6.00	1,840.0	\$11,040.00
2105.535	SALVAGED TOPSOIL (CV)	CU. YD.	18,850.0	\$ 2.00	18,850.0	\$37,700.00
2105.604	GEOTEXTILE FABRIC TYPE V	SQ. YD.	5,061.0	\$ 1.25	5,061.0	\$6,326.25
2211.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	1,403.0	\$ 9.25	1,403.0	\$12,977.75
2350.501	TYPE LV4 WEARING COURSE MIXTURE	TON	385.0	\$ 36.00	347.5	\$12,510.00
2350.502	TYPE LV3 NON-WEARING COURSE MIXTURE	TON	857.0	\$ 32.00	830.8	\$26,585.60
2357.502	BIT MATERIAL FOR TACK COAT	GAL.	192.0	\$ 2.00	0.0	\$0.00
2501.515	21" RC PIPE APRON	EACH	1.0	\$ 400.00	1.0	\$400.00
2501.515	36" RC PIPE APRON	EACH	1.0	\$ 800.00	1.0	\$800.00
2502.541	4" PERF PE PIPE DRAIN W/GEOTEXTILE SOCK	LIN. FT.	1,891.0	\$ 2.25	1,942.0	\$4,369.50
2502.511	4" PVC CONDUIT PIPE - SCHEDULE 80	LIN. FT.	220.0	\$ 9.00	220.0	\$1,980.00
2503.511	6" PVC SEWER PIPE - SDR 35	LIN. FT.	34.0	\$ 14.00	33.5	\$469.00
2503.511	8" PVC SEWER PIPE - SDR 35	LIN. FT.	1,035.0	\$ 18.00	940.0	\$16,920.00
2503.541	12" RC PIPE SEWER DES. 3006	LIN. FT.	37.0	\$ 27.00	37.0	\$999.00
2503.541	15" RC PIPE SEWER DES. 3006	LIN. FT.	22.0	\$ 29.00	22.0	\$638.00
2503.541	18" RC PIPE SEWER DES. 3006	LIN. FT.	156.0	\$ 32.00	156.0	\$4,992.00
2503.541	21" RC PIPE SEWER DES. 3006	LIN. FT.	657.0	\$ 33.00	466.0	\$15,378.00
2503.541	24" RC PIPE SEWER DES. 3006	LIN. FT.	339.0	\$ 35.00	339.0	\$11,865.00
2503.541	30" RC PIPE SEWER DES. 3006	LIN. FT.	92.0	\$ 47.00	92.0	\$4,324.00
2503.541	36" RC PIPE SEWER, DES. 3006	LIN. FT.	200.0	\$ 62.00	200.0	\$12,400.00
2503.602	8" X 6" PVC WYE	EACH	1.0	\$ 100.00	1.0	\$100.00
2503.602	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1.0	\$ 750.00	1.0	\$750.00
2503.603	4" PVC FORCEMAIN - SDR 21	LIN. FT.	310.0	\$ 12.00	330.0	\$3,960.00
2503.602	6" GATE VALVE AND BOX	EACH	1.0	\$ 575.00	0.0	\$0.00
2503.602	10" GATE VALVE AND BOX	EACH	2.0	\$ 1,000.00	2.0	\$2,000.00
2504.602	HYDRANT	EACH	1.0	\$ 2,800.00	1.0	\$2,800.00
2504.602	CONNECT TO EXISTING WATERMAIN	EACH	1.0	\$ 500.00	1.0	\$500.00
2504.603	6" WATERMAIN D.I. CLASS 52	LIN. FT.	8.0	\$ 25.00	17.0	\$425.00
2504.603	10" WATERMAIN D.I. CLASS 52	LIN. FT.	1,375.0	\$ 30.00	1,290.0	\$38,700.00
2504.620	WATERMAIN FITTINGS	POUNDS	1,040.0	\$ 2.20	889.0	\$1,955.80
2506.501	CONST. DRAINAGE STRUCTURE DES. F	LIN. FT.	44.2	\$ 195.00	44.2	\$8,619.00
2506.501	CONST. DRAINAGE STRUCTURE DES. G	LIN. FT.	24.2	\$ 195.00	24.2	\$4,719.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 60-4020	LIN. FT.	28.5	\$ 280.00	28.5	\$7,980.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 4007	LIN. FT.	38.3	\$ 175.00	38.3	\$6,702.50
2506.516	CASTING ASSEMBLY	EACH	18.0	\$ 300.00	18.0	\$5,400.00
2506.601	CONSTRUCT LIFT STATION	LUMP SUM	1.0	\$ 56,500.00	1.0	\$56,500.00
2511.501	RANDOM RIP RAP CLASS III	CU. YD.	20.0	\$ 25.00	20.0	\$500.00
2531.501	CONCRETE CURB & GUTTER - DESIGN B618 (MOD.)	LIN. FT.	1,891.0	\$ 8.04	1,842.0	\$14,809.68
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$ 1,500.00	1.0	\$1,500.00
2573.502	SILT FENCE	LIN. FT.	2,110.0	\$ 1.60	2,110.0	\$3,376.00
2573.502	STRAW BALE BARRIER	EACH	2.0	\$ 100.00	0.0	\$0.00
2575.501	SEEDING	ACRE	0.0	\$ 599.00	0.0	\$0.00
2105.503	ROCK EXCAVATION	CU. YD.	0.0	\$ 13.40	80.5	\$1,078.70
2531.501	7" CONCRETE VALLEY GUTTER & RADIUS	SQ. YD.	0.0	\$ 49.50	21.8	\$1,079.10

VALUE OF WORK COMPLETED: \$588,088.88

LESS PREVIOUS PAY REQUESTS: \$582,956.88

VALUE OF WORK (PAY REQUEST 8): \$5,132.00

Eric E. Fuller
 BENCHMARK ENGINEERING, INC.

COUNCIL LETTER 081505-VIDEF

ADMINISTRATION

2006 BUDGET

DATE: August 10, 2005
FROM: Craig J. Wainio
City Administrator

Enclosed in you packet you will find a preliminary draft of the 2006 Budget. At this meeting the City Council needs to set the proposed levy for 2006. The budget and adjoining Resolution outline a preliminary levy increase of \$45,770 or 5%. Once the preliminary levy is set, the Council may lower the final levy amount, however it is very difficult to go over that amount.

Resolution Number 23-05 adopts the preliminary levy amount that must be certified to the County by September 15th. This Resolution is presented with a proposed levy increase of 5% over last year. It is recommended that the City Council adopt the Resolution with the appropriate levy amount.

Resolution Number 24-05 adopts the market rate levy for payment of the voter approved community center bonds. The amount reflected is to cover bond payments for 2006. It is recommended that the City Council adopt Resolution Number 32-04 as presented.

Resolution Number 25-05 sets the hearing date for the truth in taxation hearing this must be certified to the County by September 15th. The hearing is scheduled for the first regular meeting in December. It is recommended that the City Council adopt Resolution Number 33-04 as presented.

**2006 (PROPOSED) BUDGET SUMMARY
CITY OF MOUNTAIN IRON**

EXPENDITURES	2005 Budget	2006 Budget	Difference	Percent
Administration	\$ 451,000.00	\$ 475,500.00	\$ 24,500.00	5.4%
Public Safety	\$ 494,300.00	\$ 508,000.00	\$ 13,700.00	2.8%
Public Works	\$ 670,000.00	\$ 701,000.00	\$ 31,000.00	4.6%
Culture and Rec	\$ 343,080.00	\$ 359,500.00	\$ 16,420.00	4.8%
General Government	\$ 687,894.00	\$ 802,558.00	\$ 114,664.00	16.7%
TOTAL	\$ 2,646,274.00	\$ 2,846,558.00	\$ 200,284.00	7.6%
REVENUE				
Taxes	\$ 113,625.00	\$ 117,504.00	\$ 3,879.00	3.4%
Intergovernmental Aid	\$ 1,388,747.00	\$ 1,536,882.00	\$ 148,135.00	10.7%
General Revenue	\$ 228,500.00	\$ 231,000.00	\$ 2,500.00	1.1%
TOTAL	\$ 1,730,872.00	\$ 1,885,386.00	\$ 154,514.00	8.9%
GENERAL LEVY	\$ 915,402.00	\$ 961,172.00	\$ 45,770.00	5.0%

**2006 (PROPOSED) BUDGET SUMMARY
CITY OF MOUNTAIN IRON
REVENUE**

GENERAL REVENUE	2005 Budget	2006 Budget	Difference	Percent
Lic. & Permits	\$ 21,500.00	\$ 21,500.00	\$ -	0.0%
Charges for Service	\$ 28,000.00	\$ 40,000.00	\$ 12,000.00	42.9%
Fines	\$ 9,000.00	\$ 9,500.00	\$ 500.00	5.6%
Interest	\$ 40,000.00	\$ 35,000.00	\$ (5,000.00)	-12.5%
Refunds	\$ 100,000.00	\$ 100,000.00	\$ -	0.0%
General	\$ 30,000.00	\$ 25,000.00	\$ (5,000.00)	-16.7%
Subtotal	\$ 228,500.00	\$ 231,000.00	\$ 2,500.00	1.1%

INTERGOVERNMENTAL REVENUE

Local Government Aid	\$ 526,247.00	\$ 623,882.00	\$ 97,635.00	18.6%
Taconite Production Tax	\$ 450,000.00	\$ 500,000.00	\$ 50,000.00	11.1%
Taconite Municipal Aid	\$ 300,000.00	\$ 300,000.00	\$ -	0.0%
Mining Effects Tax	\$ 100,000.00	\$ 100,000.00	\$ -	0.0%
Other	\$ 12,500.00	\$ 13,000.00	\$ 500.00	4.0%
Subtotal	\$ 1,388,747.00	\$ 1,536,882.00	\$ 148,135.00	10.7%

TAXES

Tax Levy	\$ 915,402.00	\$ 961,172.00	\$ 45,770.00	5.0%
Market Rate Levy	\$ 83,125.00	\$ 86,504.00	\$ 3,379.00	4.1%
Misc. Taxes	\$ 10,500.00	\$ 11,000.00	\$ 500.00	4.8%
Franchise	\$ 20,000.00	\$ 20,000.00	\$ -	0.0%
Subtotal	\$ 1,029,027.00	\$ 1,078,676.00	\$ 49,649.00	4.8%

Total	\$ 2,646,274.00	\$ 2,846,558.00	\$ 200,284.00	7.6%
--------------	------------------------	------------------------	----------------------	-------------

2006 (PROPOSED) BUDGET SUMMARY
CITY OF MOUNTAIN IRON
EXPENDITURES

DEPARTMENT	2005 Budget	2006 Budget	Difference	Percent
City Council	\$ 13,000.00	\$ 13,500.00	\$ 500.00	3.8%
Administration	\$ 393,000.00	\$ 407,000.00	\$ 14,000.00	3.6%
Election	\$ -	\$ 9,000.00	\$ 9,000.00	100.0%
Assessing	\$ 24,000.00	\$ 25,000.00	\$ 1,000.00	4.2%
Planning & Zoning	\$ 21,000.00	\$ 21,000.00	\$ -	0.0%
Sheriffs	\$ 416,000.00	\$ 427,000.00	\$ 11,000.00	2.6%
Fire Protection	\$ 66,300.00	\$ 67,000.00	\$ 700.00	1.1%
Emergency Management	\$ 1,000.00	\$ 2,500.00	\$ 1,500.00	150.0%
Animal Control	\$ 11,000.00	\$ 11,500.00	\$ 500.00	4.5%
Streets	\$ 520,000.00	\$ 546,000.00	\$ 26,000.00	5.0%
Buildings	\$ 150,000.00	\$ 155,000.00	\$ 5,000.00	3.3%
Campground	\$ 42,780.00	\$ 50,500.00	\$ 7,720.00	18.0%
Recreation	\$ 189,600.00	\$ 195,000.00	\$ 5,400.00	2.8%
Government	\$ 158,730.00	\$ 160,000.00	\$ 1,270.00	0.8%
Library	\$ 110,700.00	\$ 114,000.00	\$ 3,300.00	3.0%
Transfers	\$ 529,164.00	\$ 642,558.00	\$ 113,394.00	21.4%
Total	\$ 2,646,274.00	\$ 2,846,558.00	\$ 200,284.00	7.6%



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 23-05

APPROVING PROPOSED 2005 TAX LEVY, COLLECTABLE 2006

BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following sums of money be levied for the current year, collectable in 2006, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL LEVY	\$ 961,172.00
------------	---------------

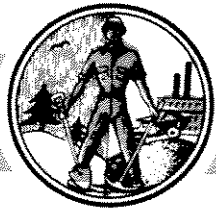
The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF AUGUST, 2005.

ATTEST:

Mayor Gary Skalko

City Administrator



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 24-05

APPROVING PROPOSED 2006 MARKET RATE BASED REFERENDUM LEVY FOR THE GENERAL OBLIGATION COMMUNITY CENTER BONDS AND INTEREST

WHEREAS, in February 1998 the voters in the City of Mountain Iron approved a market rate based referendum levy for bonds and interest to construct the Mountain Iron Community Center.

NOW, THEREFOR BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following market rate based levy shall be made in 2005 payable in 2006 for all property in the City of Mountain Iron:

General Obligation Community Center Bond levy shall be \$86,504.00

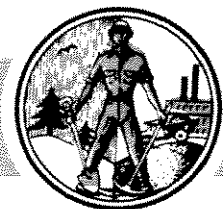
The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Saint Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF AUGUST 2005.

ATTEST:

Mayor Gary Skalko

City Administrator



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 25-05

SETTING THE DATES FOR THE PUBLIC HEARINGS ON THE PROPOSED BUDGET AND TAX LEVY

BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the dates for the public hearings to adopt the property taxes to collect to pay services the City will provide in 2006, shall be held at: 6:30PM, December 5th, 2005, to be continued if necessary, 6:30PM, December 12th, 2005.

The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota, prior to September 15, 2005.

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF AUGUST, 2005.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 081505-VIG

COUNCILOR ROSKOSKI

**REMAINING AGENDA ITEMS FROM
8-1-05 CONCIL MEETING**

DATE: August 10, 2005

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

The Council should finish up the agenda from the 8-1-05 meeting.

COUNCIL LETTER 081505-VIIH

COUNCILOR ROSKOSKI

MESABI TRAIL SIGNAGE

DATE: August 10, 2005

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

Now that the Mesabi Trail has been completed through Mountain Iron, necessary interpretative/historic signage should be erected on the trail route. Roskoski will volunteer to work with Bob Manzoline and anyone else to determine locations and sign composition.

COUNCIL LETTER 081505-VII

COUNCILOR ROSKOSKI

THANK YOU TO ST. LOUIS COUNTY

DATE: August 10, 2005

FROM: Councilor Roskoski

Craig J. Wainio
City Administrator

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

A thank you letter should be forwarded to Keith Nelson and the County Highway Engineering staff for the fine work performed on the paving and intersection on #761 in Kinross and for the upgrading and paving of #102 through Parkville, Downtown and South Grove.

COUNCIL LETTER 081505-VIJ
ADMINISTRATION
RESCHEDULE NEXT MEETING

DATE: August 10, 2005
FROM: Craig J. Wainio
City Administrator

The next regular meeting of the City Council needs to be rescheduled due to the Labor Day Holiday.

COMMUNICATIONS
AUGUST 15, 2005

1. Minnesota Association of Small Cities, forwarding the August 9, 2005 update.
2. Coalition of Greater Minnesota Cities, forwarding a committee sign-up sheet.
3. Coalition of Greater Minnesota Cities, forwarding the 2005 legislative update.
4. Tiffany Anderson, forwarding a notice of a Mesabi Station Design Meeting to be held on Tuesday, August 30th in Eveleth.
5. Coalition of Greater Minnesota Cities, forwarding information and a participation form regarding the Labor and Employee Relations Committee.
6. League of Minnesota Cities, forwarding applications for the C. C. Ludwig Award and the Leadership Award.

Craig J. Wainio

From: maosc-bounces@communityforum.net on behalf of Minn. Association of Small Cities [maosc@mchsi.com]
Sent: Tuesday, August 09, 2005 9:00 PM
To: MAOSC Community Forum
Subject: [Maosc] UPDATE Aug 8 05
Attachments: ATT69077.txt

SMALL CITIES UPDATE

August 9, 2005

Wastewater woes need to be addressed

Alternative systems: Last session, MAOSC got money in the bonding bill for six cities that had newly installed alternative wastewater systems that were already failing. Now we've found out that this is just the tip of the ice berg. There could actually be 17 or more cities with the same problem. MAOSC lobbyist Nancy Larson will be meeting with representatives of the state and federal agencies on Friday to try to find a way to keep this from happening again and to find a solution for the affected communities. Once we have more information, we will be hosting a meeting of all the cities whose systems have failed. We are still attempting to get the names of all the affected cities, so if you believe that your city fits into this category, please contact Nancy Larson at 320-275-3130 or at nanlars@LL.net.

Big pipe systems: The Minnesota Pollution Control Agency is "Johnny on the spot" when informing cities that they have to upgrade their systems, but they fail to follow up with information that will help cities get the best system at the lowest cost, such as how and when to select an engineering firm, what types of systems would be best for a particular community and how to keep installation and maintenance costs down. This has been a bane to MAOSC for years, but all attempts to have the Minnesota Pollution Control Agency (MPCA) provide proactive assistance have fallen short. We have heard stories about the problems some of our cities have encountered due to this shortcoming, so we hope to do something about it. First, we will continue to encourage MPCA to offer up-front assistance. Second, we will be meeting with a national expert on wastewater issues to see if we can set up some kind of an environmental "hotline" for small cities, offering them a neutral place to go for advice.

City certified LGA for 2006 posted

The Minnesota Department of Revenue has posted city certified Local Government Aid for 2006 on its website. To find out the amount of LGA your city will be receiving, check the following site: www.taxes.state.mn.us/taxes/property_tax_administrators/other_supporting_content/cityaidcert_06_lga. These amounts may be different from the projections made by Minnesota House Research. That is due to updated formula factors, in particular population and tax capacity. For example, if a city saw an increase in its tax capacity, it may see a decrease in aid from its previously projected LGA amount. Due to the 2003 changes in the formula, aid amounts are less reliable and more volatile than they were in the past. MAOSC supported a bill that would have corrected some of these problems, particularly for cities under 2,500, but it lost by one vote in the House. Only one Republican, Rep. Dan Dorman, R-Albert Lea, voted for the bill, although many rural members in the caucus had earlier voiced support for the proposal.

Lakeshore development focus of workshop

Many cities with water bodies within their city limits are finding the need to revise their comprehensive plans and zoning ordinances to adequately protect water resources from growing shoreline development. If this is a concern in your city, you might want to consider attending a workshop called "How to Avoid Drowning in Lakeshore Development." The workshop, which is sponsored by the Minnesota Lakes Association and the Government Training Service (GTS), is scheduled from noon to 7:30 p.m. on September 22 at Breezy Point Resort in Breezy Point. The cost is \$60 for local government officials and \$30 for citizens. For information, contact Carol Schoeneck, GTS, at 651-222-7409 or cschoeneck@mngts.org.

MN Assn of Small Cities, Nancy Larson Exec Dir, 21950 CSAH 4, Dassel MN 55325 (O) 320-275-3130 nanlars@LL.net
Kathy Fenrich, Assoc Dir, 25770 CSAH 1, Litchfield MN 55325 (O) 320-693-1283 maosc@mchsi.com



FAX
 To: 651.225.9088
 Attn: Shelly

CGMC Committee Sign-Up Sheet

Become an active member of the coalition by joining one of our committees! Each CGMC program area—Property Tax/LGA, Annexation and Land Use, Environment, Economic Development, Labor Relations, and Transportation—has a committee to enhance and guide the work of Flaherty & Hood, P.A. and occasionally lobby at the Capitol. The descriptions/goals of each committee are highlighted below. Time commitment is minimal; most meetings (except for the property tax committee, which meets in Saint Paul) are held via conference call.

To join a committee, please complete the section below and return to Shelly Czech via:

Email: slczech@flaherty-hood.com

Phone: 651.225.8840

Fax: 651.225.9088

1. **Property Tax/LGA** To prevent further reductions in Local Government Aid (LGA) funding; modify the LGA distribution formula; and restore \$60 million of LGA funding that was cut in 2004.
2. **Annexation** To support legislation that would limit future urban development in townships and provide for more automatic forms of annexation. To oppose any changes to the current boundary adjustment process or any other legislative changes that would restrict a city's power to plan, zone, and enact and enforce regulations.
3. **Environment** To oppose legislation and rules that would impose unfounded and unfunded mandates on cities, such as a statewide phosphorus effluent limit on all wastewater treatment facilities that discharge to rivers or streams. To support legislation requiring the state to pay at least one-half the cost of new Total Maximum Daily Load (TMDL) mandates, and to ensure the new mandates are based on good science.
4. **Economic Development** To enhance and expand existing economic development and redevelopment tools for Greater Minnesota, including obtaining funding for the Greater Minnesota Public Infrastructure Business Development Grant Program, the Greater Minnesota Redevelopment Grant Program, and a venture capital investment tax credit for Greater Minnesota.
5. **Labor Relations** To establish a consultation service on labor and human resource issues and to develop coordinated labor relations services with the League of Minnesota Cities. Labor Committee activities will be funded by a voluntary fee from CGMC members who choose to participate.
6. **Transportation** To support increasing funding for transportation needs across the state by increasing the gas tax by 10 cents per gallon, indexing the gas tax, increasing tab fees, and implementing an additional half-cent sales tax in the metro area to relieve congestion.
7. **StateWide Action Team – SWAT** At the CGMC 2003 Fall Conference in Alexandria, CGMC members requested the formation of a statewide action team comprised of CGMC elected officials who will volunteer to lobby legislators at the Capitol in St. Paul during the legislative session. S.W.A.T. leaders will be briefed in preparation for meetings with legislators.

Yes! I would like to join: (please circle)

Property Tax/LGA

Annexation

Environment

Economic Development

Labor Relations

Transportation

SWAT

Name _____ Title _____

Mailing Address _____ 63 _____

Phone _____ Fax _____ Email _____



Dedicated to a Strong Greater Minnesota

August 3, 2005

Mayor Gary Skalko
8586 Enterprise Drive South
Mountain Iron, MN 55768-8260

Dear Mayor Skalko,

I am certain you are aware of the difficulties we faced during the recently concluded legislative session and of some of the challenges we will face when the Legislature reconvenes March 1, 2006.

The 2005 legislative session was a long – and sometimes grueling – affair. When it convened in early January, we made it clear to legislators that our priority was to restore some of the \$150 million in Local Government Aid funding that was lost in 2003.

We introduced the One Minnesota Act, a bill that was designed to address a number of issues affecting Minnesota. We were convinced that the Legislature had to look at LGA funding as part of a broader agenda.

Our bill:

- Restored \$60 million in LGA funding.
- Fixed the quirks in the LGA distribution formula to ensure an equitable distribution of local aid.
- Provided the Metropolitan Council of Governments the authority to levy a half-cent metro wide sales tax for transit programs. The sales tax would have not only solved metro transit's \$60 million budget shortfall but would have provided the council with \$60 million in new funding for mass transit next year, as well.
- Increased school funding by \$75 million.

Support for our proposal came mainly from the Senate. The Senate tax bill provided \$85 million to restore lost LGA funding and included our proposals for building equity into the aid distribution formula.

The governor had called for freezing LGA funding in his budget proposal. The House tax bill cut the municipal aid by another \$17.5 million.

Mayor Gary Skalko
City of Mountain Iron
August 3, 2005
Page Two

In the 11th hour of the special session, legislators and the governor reached a compromise that restored \$48 million of Local Government Aid funding. The compromise, however, did not include changes in the aid distribution formula that we had proposed.

While the compromise provided us with less than what we had hoped for, it was, nonetheless, a step forward. The success we achieved in the 2005 legislative session was due in large part to the strong support we received from our members.

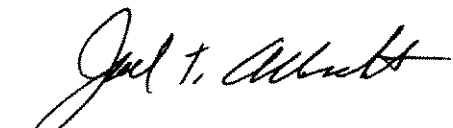
We still have much to do. We must continue our efforts to fully fund Local Government aid and address transportation, annexation, economic development and environmental issues. **We need your help. Our success depends on your city's active participation in our programs.**

Please distribute the enclosed form and information to your city council, so that council members can volunteer to serve on the coalition's various committees. Your assessment bill also is attached.

The coalition's officers for 2005-2006 are: New Ulm Mayor Joel Albrecht; Hibbing Mayor Rick Wolff, first vice president; Owatonna Mayor Tom Kuntz, second vice president; and Moorhead Community Services Director Scott Hutchins, treasurer. The coalition will elect a secretary at a later date.

On behalf of the coalition's new officers, I am asking for your support. Please join me in working for our cities and taxpayers in greater Minnesota. By working together, we can accomplish what we cannot achieve individually.

Sincerely,



New Ulm Mayor Joel Albrecht,
President of the Coalition of Greater Minnesota Cities

cc: City Manager/Administrator

Craig J. Wainio

From: Tiffany Anderson [eveleth@evelethmn.com]
Sent: Tuesday, August 09, 2005 11:49 AM
To: bgarrity@mchsi.com; 'City of Gilbert'; tourvillej@virginiamn.us; jackie@evelethmn.com; Craig J. Wainio; lesarb@co.st-louis.mn.us; eric@bm-eng.com; 'Bob Manzoline'; 'Bill Aho'; mtuuri@farmersagent.com; Jamie.Bloomquist@irrra.org; 'Jim Currie'
Subject: Mesabi Station Design Meeting



NOTICE

A SPECIAL MEETING TO REVIEW THE DESIGN PLANS FOR THE MESABI STATION PROJECT WILL BE HELD ON TUESDAY, AUGUST 30TH AT 3 P.M., EVELETH CITY HALL, IN THE COUNCIL CHAMBERS. PLEASE RSVP YOUR ATTENDANCE TO TIFFANY ANDERSON AT 744-1396 OR eveleth@evelethmn.com

Cc; City of Eveleth, Jackie Monahan-Junek
City of Gilbert, Gary Mackley
City of Mountain Iron, Craig Wainio
City of Virginia, John Tourville
Regional Railroad Authority, Bob Manzoline
Eveleth Economic Development Authority Board
Eveleth Planning Commission, Paul Wier
Eveleth Parks Commission, Barb Coz
Eveleth-Gilbert Joint Powers Trail Board, Robert Garrity
Iron Trail Convention & Visitor's Bureau, Jamie Bloomquist
Laurentian Chamber of Commerce, Jim Currie
Benchmark Engineering, Eric Fallstrom



Dedicated to a Strong Greater Minnesota

August 8, 2005

Mayor Gary Skalko
8586 Enterprise Drive South
Mountain Iron, MN 55768-8260

Re: CGMC Labor and Employee Relations Committee – 2005-2006 Membership

Dear Mayor Skalko:

This past year has been a very busy and productive first year for the CGMC Labor and Employee Relations Committee. The Committee has been involved in a variety of activities, including but not limited to the following: 1) conducting four regional labor and employment law workshops in Greater Minnesota; 2) developing a labor and employment database for use in arbitration and ability to pay analyses; 3) performing cluster analyses to statistically identify comparable cities for use in labor negotiations and arbitration; 4) monitoring legislative activities and providing periodic reports tracking labor bills of interest to member cities; 5) tracking and compiling interest arbitration awards for Greater Minnesota cities; 6) meeting with the League of Minnesota Cities and Bureau of Mediation Services; 7) establishing a communications network for cities to discuss labor negotiation policies and strategies; 8) developing a quarterly newsletter with timely and relevant information on labor and employment related issues impacting Greater Minnesota cities; and 9) providing a variety of individual city consultation services on day-to-day personnel, labor relations, and employment law issues.

The primary objectives of the labor program are twofold. First, to provide a coordinated joint action committee program among Greater Minnesota cities, structured similarly to other CGMC committees, to develop a useful labor relations database, hold periodic meetings on employment law and labor relations matters, and to develop and implement joint labor relations strategies and legislative policies; and second, to provide cities with an easily accessible and readily available consultation service to address a city's individual employment law and/or labor relations questions. This letter is intended to invite you to become a member of this valuable program and take advantage of the above-mentioned services.

Enclosed with this letter please find an information packet describing the CGMC Labor program and consisting of the following:

1. CGMC Labor and Employee Relations Committee Membership Participation Form;
2. A handout describing the Labor Program entitled "CGMC Labor and Employee Relations Committee: FAQ's"; and

Mayor Gary Skalko
August 8, 2005
Page Two

3. A handout containing examples of the types of work that may be completed as part of the program entitled "CGMC Labor and Employee Relations Committee; Work Samples".

Unlike the other CGMC committees, the Labor Program is funded entirely by a separate and voluntary membership fee of \$.23 per capita (\$1,000 min./\$10,000 max.) See enclosed membership form for more information. **The fee for your city to participate in the CGMC Labor Committee for 2005-2006 is \$1,000.**


Please fill out and fax the enclosed membership form to Chris Hood, Flaherty & Hood, P.A. at (651) 225-9088 by September 30, 2005. Services for 2005-2006 will begin September 1, 2005 and continue through August 31, 2006. Please pay your city's 2005-2006 membership fee by February 1, 2006 as noted on the enclosed membership form.

The above membership fee will be allocated to the two Labor Committee programs, as follows:

1. **Joint Action Committee Program.** The above per capita fee paid by member cities will fund the joint action program for the Labor Committee, including but not limited to those activities previously discussed above. This year the committee will also focus on researching current labor laws and identifying potential areas for improvement and possible legislation for introduction in subsequent legislative sessions.
2. **Individual City Consultation Service.** In addition, by joining the Labor Committee, each member is entitled to use our consultation services program, which allows each individual member city to receive up to 25 hours of consultation services on any questions related to employment law or labor relations matters for a fee of \$85 per hour. This may include any questions on personnel, labor, or employment law impacting your city. For services requested over 25 hours, individual fees for services rendered are also provided at reduced rates (please see enclosed Fee Schedules 1 and 2).

We believe that the CGMC Labor and Employee Relations Committee provides a valuable service to all Greater Minnesota cities and are encouraging your city to join this effort. If you have any questions or need additional information about the program, please contact either Eric Sorensen at (507) 457-8234, Bruce Messelt at (218) 299-5314, or Chris Hood, Flaherty & Hood, at (651) 225-8840. Thank you for your consideration.

Sincerely yours,



Eric Sorensen, Winona City Manager, and
CGMC Labor Relations Committee Co-Chair

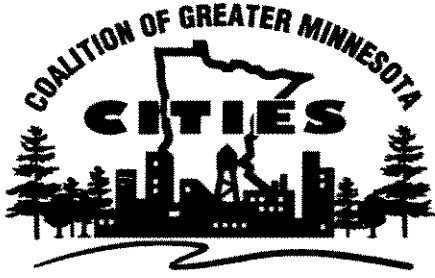
Sincerely yours,



Bruce Messelt, Moorhead City Manager, and
CGMC Labor Relations Committee Co-Chair

Enclosures

Cc: Craig Wainio, City Administrator



Dedicated to a Strong Greater Minnesota

2005-2006 MEMBERSHIP INVOICE & PARTICIPATION FORM

Please complete and fax this form to (651) 225-9088

CGMC Labor and Employee Relations Committee

City of Mountain Iron

Please check (✓) one of the boxes below:

YES, my city intends to participate in the Labor Committee for 2005-2006.

NO, my city does not intend to participate in the Labor Committee for 2005-2006.

The CGMC Labor and Employee Relations Committee is funded by its members through a \$.23 per capita voluntary membership fee (Minimum fee of \$1,000; Maximum fee of \$10,000).

Your 2005-2006 Labor Committee membership fee is \$1,000.

Payment for participation in the CGMC Labor Committee may be made at any time before February 1, 2006.

Please make your check payable to CGMC and send payment along with a copy of this form to:

Scott Hutchins, CGMC Treasurer
City of Moorhead
500 Center Avenue, Box 779
Moorhead, MN 56560

Contact Information. Please provide the following committee contact information for the city manager, administrator, or human resources director serving on the committee:

Name: _____ Title: _____

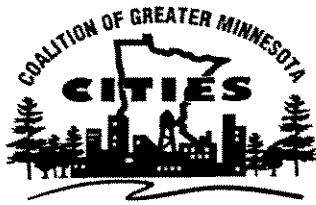
Address: _____

Telephone: _____ Fax: _____

Email: _____

Please fax this completed form to Chris Hood, Flaherty & Hood, at (651) 225-9088 by September 30.

Thank you for participating in the CGMC Labor and Employee Relations Committee.



CGMC Labor and Employee Relations Committee: FAQ's

What is the purpose?

Joint City Action – To develop a coordinated effort to help greater Minnesota cities manage personnel issues and negotiate labor contracts through research and database development, by advocating positive changes to labor processes, and by providing a forum for discussing and implementing uniform labor policies and negotiating strategies.

Individual City Consultation Service – To make available expert and coordinated advice, at a significantly reduced rate, on employment and labor issues facing greater Minnesota cities.

Who can join and what is the cost?

Membership in the Committee is open to any city in greater Minnesota who pays the membership fee. The membership fee is \$.23 per capita (with a minimum fee of \$1,000 and a maximum fee of \$10,000) funds all committee, joint action activities.

- Member cities are also entitled to receive up to 25 hours of individual consultation services on any labor or employment issues at a significantly reduced fee for service rate of \$85 per hour.
- Individual city consultation services exceeding 25 hours will be billed to a city requesting such services at the reduced fee for service rates contained in Fee Schedules 1 and 2 attached.

What services does my city get through joining the Committee?

Joint Action Committee Program – Members will receive a coordinated effort among greater Minnesota cities on employment and labor relations issues. The kinds of services may include:

- Development and maintenance of a useful, up-to-date, and user-friendly employment and labor database containing data from other greater Minnesota cities.
- Development of a communications network to update and facilitate dialogue between greater Minnesota cities on labor and employment issues and patterns.
- Development and Implementation of coordinated negotiation, contract, legislative, policy and legal strategies in handling public employment and labor relations issues.

Consultation Service Program for Individual Cities – Cities may request a verbal or written response to any employment or labor law related inquiry at reduced rates. The kinds of services individual cities will receive may include but are not limited to the following:

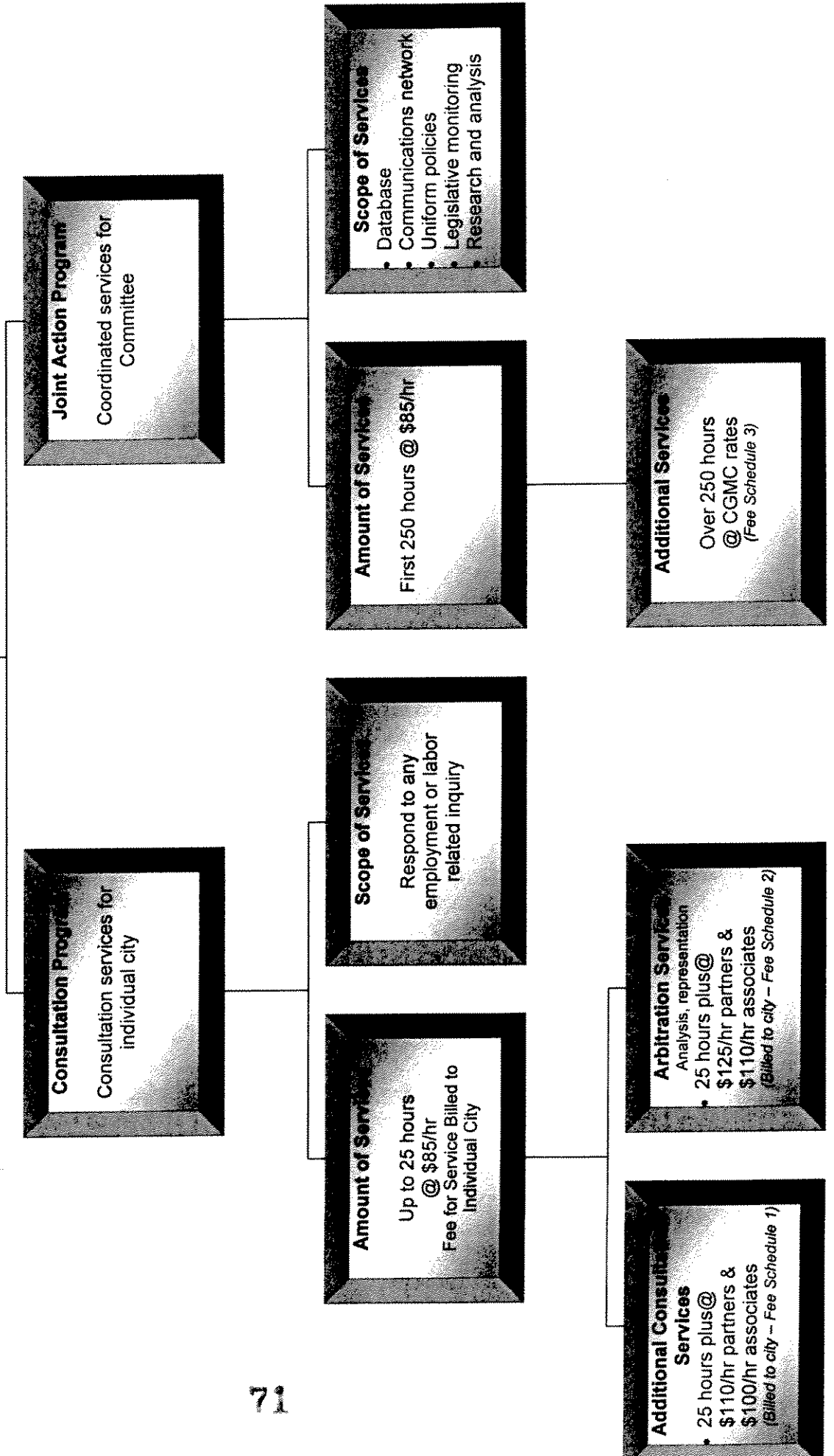
- Advice on hiring, disciplining, or terminating an employee;
- Interpretation of employment policies, collective bargaining agreement provisions, and grievance procedures;
- Compliance with PELRA, ADA, FLSA, FMLA, Data Practices Act, Open Meeting Law, Veteran's Preference Act, etc.;
- Representation in negotiations, grievances, mediation, arbitration, or litigation;
- Drafting of personnel policies and collective bargaining agreement provisions; and
- Expert analysis of ability to pay, analysis of comparable cities, arbitrator selection, etc.

CGMC Labor and Employee Relations Committee

Program Services and Costs



Membership Fee
 \$.23 per capita
 Minimum = \$1,000
 Maximum = \$10,000





Fee Schedule 1

Consultation Services Over 25 Hours

This fee schedule lists the hourly rates that will be billed to a city for consultation services performed for a city once the city has exceeded the first 25 hours of consultation services. The consultation services covered by this schedule include responding to labor and employment law inquiries by the city; advising the city on compliance with and procedures related to laws, regulations, and employment policies; and attending meetings related thereto.

Consultation services exceeding 25 hours will be billed to the city at the following rates:

Principal **\$110/hour**
Tim Flaherty
Chris Hood

Associates **\$100/hour**
Kari Thurlow
Brandon Fitzsimmons

Law Clerks **\$50/hour**
and Paralegals

Expenses

Travel/Mileage Reimbursement	\$0.40/mile (or Dept. of Revenue Rate)
Black/White Photocopying	\$0.15/sheet
Fax	\$0.15/sheet
Color Copying	\$1.00/sheet

*The minimum increment of time billed for each service provided under this schedule is fifteen minutes. Flaherty & Hood, P.A. reserves the right to adjust rates for associates promoted to principal status and the rates charged for expenses incurred in providing legal services required by a city. In the event that rates are adjusted, Flaherty & Hood, P.A. shall notify the Committee of the hourly rate or expenses rate change prior to billing the Committee or an individual member city for said service.



Fee Schedule 2

Arbitration/Litigation Services Over 25 Hours

This fee schedule lists the hourly rate that will be billed to a city for interest or grievance arbitration or other litigation services provided to a city once the city has exceeded 25 hours of consultation services. The services covered by this schedule include labor and employment law services, such as preparing for and representing the city in interest or grievance arbitration, litigation, or appeals.

Arbitration/Litigation services exceeding 25 hours will be billed to the city at the following rates:

Principal **\$125/hour**

Tim Flaherty
Chris Hood

Associates **\$110/hour**

Kari Thurlow
Brandon Fitzsimmons

Other Staff

Steve Peterson, Policy and Fiscal Analyst **\$100/hour**
John Sundvor, Senior Media Advisor **\$100/hour**
Sarah Kleppe, Public Affairs Associate **\$85/hour**

Law Clerks and Paralegals **\$65/hour**

Expenses

Travel/Mileage Reimbursement \$0.40/mile (or Department of Revenue Rate)
Black/White Photocopying \$0.15/sheet
Fax \$0.15/sheet
Color Copying \$1.00/sheet

Travel Time

Flaherty & Hood, P.A. shall charge the City 50% of the hourly rates specified above for all travel time of Flaherty & Hood, P.A. personnel used in traveling to and from a city for purposes of providing services.

*The minimum increment of time billed for each service provided under this schedule is fifteen minutes. Flaherty & Hood, P.A. reserves the right to adjust rates for associates promoted to principal status and the rates charged for expenses incurred in providing legal services required by a city. In the event that rates are adjusted, Flaherty & Hood, P.A. shall notify the Committee of the hourly rate or expenses rate change prior to billing the Committee or an individual member city for said service.



Fee Schedule 3

Committee Joint Action Program Services Over 250 Hours

Services provided to the Committee for the joint action program in excess of 250 hours will be billed to the Committee at the following CGMC rates:

Timothy P. Flaherty, Senior Lobbyist.....	\$140 per hour
Christopher M. Hood, Attorney	\$125 per hour
John Sundvor, Journalist.....	\$125 per hour
Steve Peterson, Policy and Fiscal Analyst.....	\$100 per hour
Kari Thurlow, Attorney	\$120 per hour
Brandon Fitzsimmons, Attorney	\$110 per hour
Sarah Kleppe, Public Affairs Associate.....	\$ 85 per hour
New Associate Attorneys.....	\$110 per hour
New Lobbyists	\$100 per hour
Law Clerks and Legislative Interns	\$ 50 per hour

If other professionals at Flaherty & Hood, P.A. begin providing services to the CGMC, Flaherty & Hood, P.A. shall notify the CGMC Treasurer and agree on a rate at that time, with the approval of the CGMC President.

*The minimum increment of time billed for each service provided under this schedule is fifteen minutes. Flaherty & Hood, P.A. reserves the right to adjust rates for associates promoted to principal status and the rates charged for expenses incurred in providing services. In the event that rates are adjusted, Flaherty & Hood, P.A. shall notify the Committee of the hourly rate or expenses rate change prior to billing the Committee for said service.

2005 AWARDS PROGRAM

Recognizing Excellence in City Official Contributions

The League of Minnesota Cities Awards Program honors the outstanding contributions of elected and appointed city officials through:

- The **C.C. Ludwig Award** honors the accomplishments of an outstanding *elected city official*. (No supporting materials required)
- The **Leadership Award** honors the accomplishments of an outstanding *appointed city official*. (No supporting materials required)

Help the League honor the accomplishments of your city's leaders and services. Please consider nominating an elected or appointed city official or entering your city for recognition by **October 14, 2005**.

Please see inside for details.



League of Minnesota Cities

145 University Avenue West, St. Paul, Minnesota 55103-2044

(651) 281-1200 ■ (800) 925-1122 ■ Fax: (651) 281-1299 ■ www.lmnc.org

C.C. LUDWIG & LEADERSHIP AWARD

The League celebrates the commitment and service of outstanding elected city officials through the C.C. Ludwig Award and outstanding appointed city officials through the Leadership Award.

What makes them winners?

These city leaders are chosen for their breadth of vision, statesmanship, and unselfish concern for the general good. They regularly go above and beyond their job requirements and contribute to improving city government through national, state, county, city, professional or other public organizations.

These awards also reward city officials for their work in improving their communities, for the influence they have had in raising the prestige of local government service, and the number of years they have served their communities.

Past award winners have demonstrated these qualities in a number of ways, from spearheading a community effort and obtaining funds to improve safety on a highway, or going the extra mile to connect citizens and promote their city through numerous public appearances, to creating a multi-city collaborative model for planning and coordinating the delivery of human services.

How do I nominate someone?

Nominations are accepted from a council of an LMC member city or any civic organization concerned with local government and endorsed by the city council.

When can I share the success?

C.C. Ludwig Award and Leadership Award winners are announced at the banquet during the LMC Annual Conference in June. The League also announces each winner in LMC publications and submits press releases to the winners' community newspapers.

Deadline and details

Nomination must be postmarked by October 14, 2005 to: Cathy Dovidio, LMC, 145 University Avenue West, St. Paul, MN 55103-2044. Please see enclosed Instructions and Nomination Form for additional requirements and information.

PAST LMC AWARD WINNERS

2004

C.C. Ludwig Award

- Mayor Peter E. Meintsma, city of Crystal (over 10,000 population)
- Mayor Willard Bremer, city of Lake City (under 10,000 population)

2003

C.C. Ludwig Award

- Mayor Gary Doty, city of Duluth (over 10,000 population)
- City Administrator Todd Prafke, city of St. Peter (under 10,000 population)

Leadership Award

- Former Mayor Pete Nelson, city of Lindstrom (under 10,000 population)

2002

C.C. Ludwig Award

- Mayor Karen Anderson, city of Minnetonka (over 10,000 population)

Leadership Award

- Director of Administrative Services Jerry Sorenson, city of Moorhead (over 10,000 pop.)
- City Administrator Lowell Enerson, city of Arlington (under 10,000 pop.)

2001

C.C. Ludwig Award

- Morris Lanning, Mayor, city of Moorhead (over 10,000 population)

Leadership Award

- Richard Abraham, Administrator, city of Lake City (under 10,000 population)

C.C. LUDWIG & LEADERSHIP AWARD

RULES

1. **Establishment and Purpose.** The League of Minnesota Cities C.C. Ludwig Award and the League of Minnesota Cities Leadership Award shall be made in accordance with the following rules to a deserving elected/appointed Minnesota municipal official of a city or town that is a member of the League of Minnesota Cities. The award shall be made at an appropriate time during the LMC Annual Conference.
2. **Eligibility for Award.** The award shall be made to the elected/appointed official who has, in the opinion of the judges, the most outstanding record of public service for a city among those nominated for the award. To be eligible, an official must have been in office during the year preceding the award deadline date (deadline for 2005 is October 14). In making their determination, the judges shall take the following factors into account:
 - a. The extent to which breadth of vision, statesmanship, and unselfish concern for the general good have been characteristic of the nominee's public life. In evaluating this characteristic, importance shall be attached to the following:
 - (1) Service above and beyond that which is required by the nominee's position.
 - (2) Contributions of the nominee in the interests of improved municipal government through national, state, county, municipal, professional or other public organizations or agencies.
 - b. The nature and extent of the improvement in municipal government or nominee's municipality attributable to the nominee's service and the lasting character of such improvement.
 - c. The respect in which nominee is held by the community and the influence the nominee has had in raising the prestige of municipal government service.
 - d. The length of nominee's municipal service. This factor shall not be considered as important as other criteria except that service of the nominee should have been long enough to have established a pattern of continued, unselfish conduct in office.

No award shall be made if, in the judges' opinion, no nominee meets the standards of excellence contemplated by these rules. The judges may make two awards in one year when, in their opinion, two nominees meet the standards contemplated by these rules. However, if two awards are made, one must be made to an official of a municipality of less than 10,000 population.

3. **Nominations.** Nominations may be submitted by the council of a member city or any civic organization concerned with local government as long as the organization has the endorsement of the city council.

All nominations must be submitted or postmarked by **October 14, 2005**. Please refer to nomination form for specific mailing instructions.

Suitable and timely announcements shall be made in soliciting nominations for the award. **Questions should be directed to Cathy Dovidio at (651) 281-1250 or (800) 925-1122.**

4. **Judges.** No later than the last day for nominations each year, the president of the League of Minnesota Cities shall choose three or five persons as judges to select the League of Minnesota Cities C.C. Ludwig Award/Leadership Award winner for that year. Judges shall be outstanding Minnesota citizens or public officials who are not eligible for the award, except that if five judges are appointed, no more than two may be members of the Board of Directors of the League of Minnesota Cities.



C.C. LUDWIG & LEADERSHIP AWARD

INSTRUCTIONS

Nominations for a League of Minnesota Cities C.C. Ludwig Award/Leadership Award may be made by a city council or by any civic organization concerned with local government function as long as that civic organization has the endorsement of the city council.

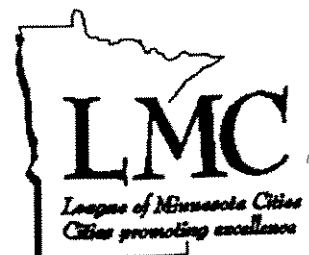
The person nominated must be, or have been during the year, an elected (C.C. Ludwig Award)/appointed (Leadership Award) Minnesota municipal official, but not necessarily from the city making the nomination.

The size of the city will not be a factor; the judges will evaluate individuals by their contributions as compared with the general nature of the problems and challenges facing the city.

Please be specific in answering questions. Providing specific examples and situations will be of greater significance than general statements in evaluating the nominees. Supplemental materials — newspaper articles, pictures, editorials highlighting accomplishments and/or municipal service; letters of appreciation from citizens or other public officials; and letters of recommendation from public officials or community leaders — are discouraged.

Those making the nomination will want to keep in mind the following factors the judges will take into account in determining the winners of the League of Minnesota Cities C.C. Ludwig Award/Leadership Award.

1. The extent of which breadth of vision, statesmanship, and unselfish concern for the general good have been characteristic of the nominee's public life. In evaluating this characteristic, importance shall be attached to the following:
 - a. Service above and beyond that which is required by the nominee's position.
 - b. Nominee's contributions to improve municipal government, through national, state, county, municipal, professional, or other public organizations or agencies.
2. The nature and extent of the improvement in municipal government or nominee's municipality attributable to the nominee's municipal service and the lasting character of such improvement.
3. The respect in which the nominee is held by their community, and the influence the nominee has had in raising the prestige of municipal government service.
4. The length of nominee's municipal service. This factor shall not be considered as important as other criteria except that service of the nominee should have been long enough to have established a pattern of continued, unselfish conduct in office.



2005 LMC AWARDS PROGRAM

C.C. LUDWIG & LEADERSHIP AWARD

NOMINATION FORM

It is important to be as specific as possible when completing this nomination form. If additional space is required, please attach additional sheets. Supplemental materials are discouraged. Deadline for completing this form is October 14, 2005.

Person being nominated:

Name _____ Title _____
City _____

Nomination is submitted by:

Name _____
City (or Civic Organization) _____
Address _____
Office Phone () _____ Home Phone () _____

1. How long has the nominee held their current municipal position? From _____ to _____
(Month, year) (Month, year)

2. Please list any other positions/public offices, and the years served, that the nominee has held (e.g., Councilmember, 1990-1994).

3. Please list any positions/offices held, and the years served, in any city, county, regional, state, or national municipal organization (e.g., President, Managers Association, 1998-99).

C.C. LUDWIG & LEADERSHIP AWARD — NOMINATION FORM

4. Please list any other public service, such as a member of a citizen's committee; involvement with committees or task forces involving state, county, or municipal government; involvement with the League of Minnesota Cities and/or the National League of Cities, etc.

5. Please highlight the nature and extent of the improvement in the nominee's municipality or surrounding area that is attributable to the nominee's municipal service.

6. Please highlight contributions made by the nominee to improve municipal government.

7. Has the nominee received other awards or citations for municipal accomplishments? If so, please provide the name of the award, the reason the award was presented, and when the award was presented.

8. Highlight any other evidence that the nominee is held in high public esteem.

C.C. LUDWIG & LEADERSHIP AWARD — NOMINATION FORM

9. Other facts influencing the nominee's selection for the League of Minnesota Cities C.C. Ludwig Award/
Leadership Award.

If you have any questions concerning the nomination form or the League of Minnesota Cities Leadership Award process, please contact Cathy Dovidio at (651) 281-1250 or (800) 925-1122.

Mail nominations to:

Cathy Dovidio
League of Minnesota Cities
145 University Avenue West
St. Paul, MN 55103-2044

The deadline for nominations is **October 14, 2005**. Mailed nominations must be postmarked no later than the deadline date for consideration.