

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, AUGUST 18, 2014 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. August 4, 2014, Regular Meeting (#1-6)
 - B. Receipts
 - C. Bills and Payroll
- III. Communications
- IV. Public Forum
- V. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - C. Sheriff's Department Report
 - D. City Engineer's Report
 - 1. Pay Request Number 6 – County 102 Utilities (#7-9)
 - 2. Pay Request Number 1 – 2014 Street Improvements (#10-12)
 - E. City Attorney's Report
 - F. Planning and Zoning Commission
 - 1. Variance – 816 16th Avenue South (#13-18)
 - G. Public Health and Safety Board
 - 1. Authorization to Increase Fire Department (#19)
 - 2. Authorization to Advertise (#20)
 - H. Liaison Reports
- VI. Unfinished Business
 - A. Improvement Guide Modification (#21)
- VII. New Business
 - A. MN Energy Assistance Program Agreement (#22-23)
 - B. Authorize Seeking of Bids for City Garage Roof (#24)
 - C. Authorization to Serve Alcohol at Community Center (#25)
 - D. Reschedule Next Meeting (#26)
- VIII. Communications
- IX. Announcement
- X. Closed Meeting
- XI. Adjourn

MINUTES
MOUNTAIN IRON CITY COUNCIL
AUGUST 4, 2014

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Jill M. Clark, Municipal Services Secretary; Michael Downs, Director of Public Works; Rod Flannigan, City Engineer; Sally Peterangelo, Librarian; and John Backman, Sergeant (entering at 6:31 p.m.).

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

1. Add the following item to the agenda:
IV. C. 1. Approval of bill for Sound Central for Merritt Days.
2. Approve the minutes of the August 4, 2014, regular meeting as submitted.
3. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period July 16-31, 2014 totaling \$835,447.53, (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 16-31, 2014, totaling \$225,230.28, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, Ed Roskoski addressed the Council regarding the proposed Local Improvement Guide amendment on the City Council agenda.

The Mayor reported on the following:

- Condolences. To the family of Lorraine Erickson of West Virginia, passed away at the age of 87.
- Birthday Wishes. Alma Riccio, 89 on July 30th; and Helen Sainio, 90 on August 7th.
- Wal-Mart. Will be having an opening ceremony on Wednesday, August 13th at 7:00 a.m., with the doors opening at 8:00 a.m.

The Director of Public Works reported that the Main Street in Downtown Mountain Iron would be paved on August 5, 2014. Also, the performance stage would be moved in on Thursday and the streets would be blocked off on Friday and Saturday.

Councilor Stanaway asked the Director of Public Works when the intersection lights would be working. The Director of Public Works said that the lights would be working after the striping was completed and he thought the striping was going to be completed on August 6th.

It was moved by Zupancich and seconded by Prebeg to authorize the payment of the Sound Central, LLC bill for \$7,450.00 for the Merritt Days Celebration. The motion carried unanimously on a roll call vote.

The Library Director/Special Events Coordinator Report:

- Merritt Days Celebration. She reviewed the schedule of activities.
- Merritt Days Committee. She thanked the following for serving on the Committee: Steve Morrisette, Peggy Anderson, Kathy Witzman, Corrine Jordan, Jason Gellerstedt, Marcie Gellerstedt, Jeremy Jesch, Ed Roskoski, Tracy Powell, Jodi Mattila, Ashley Rinell, Roe Anderson, and Sally Peterangelo.
- Library Report. Reviewed the July 2014 report.

It was moved by Prebeg and seconded by Tuomela to authorize payment request number one for the 2014 sidewalk, pavement, and curbing project in the amount of \$17,364.95. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Tuomela to accept the recommendation of the Buildings and Grounds Committee and enter into a Professional Services Agreement with ARI for the City Garage/Fire Hall Reroof Project in the amount of \$9,200.00. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Tuomela to accept the recommendation of the Buildings and Grounds Committee and authorize City Staff to seek quotes for the replacement of the roof and the front steps at the Nichols Town Hall. The motion carried.

It was moved by Zupancich and seconded by Tuomela to update the Local Improvement Guide to include a cap of \$5,000 that would apply to all non-corporated, non-commercial, non-public use residential property for each street assessment project. In the case where a residential property owner owns more than one affected property in the street assessment project, that the cap would apply to the total of all owned property being assessed for that particular street project. The motion carried on the following roll call vote: Prebeg, yes; Zupancich, yes; Stanaway, no; Tuomela, yes; and Skalko, yes.

It was moved by Skalko and seconded by Zupancich to go back ten years to have the local improvement guide amendment with the \$5,000 cap to be retroactive to August 4, 2004. After further discussion, Mayor Skalko withdrew his motion and Council Zupancich withdrew his support.

It was moved by Prebeg and seconded by Stanaway to contribute \$100 to the Mountain Iron-Buhl Quarterback Club, with the funds being expended from the Charitable Gambling Fund. It was moved by Stanaway and seconded by Prebeg to amend the motion to send a request to other

communities in the school district to match the contribution. The amended motion carried unanimously on a roll call vote.

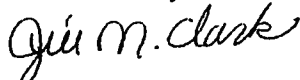
It was moved by Prebeg and seconded by Tuomela to contribute \$100 to the Virginia Girls U12 Fast Pitch Softball Team that includes girls from the City of Mountain Iron, with the funds being expended from the Charitable Gambling Fund. The motion carried unanimously on a roll call vote.

Councilor Stanaway informed the Council and public that the early warning system sirens have been installed by the Community Center and the City Garage.

The Council decided to not have a closed meeting and they requested that the City Administrator set up a closed session for the August 18th meeting.

At 7:20 p.m., it was moved Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Clark, MMC
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. St. Louis County Public Health & Human Services, announcement on a “Pitch the Commissioner” event at the Hockey Hall of Fame in Eveleth on August 13, 2014 from noon to 4:00 p.m..
2. MIB Quarterback Club, a letter requesting sponsorship of the football program for 2014.
3. The Virginia 12U Fast Pitch Softball Team, a letter requesting support for their participation in the USSSA World Series in Rockford, Illinois on July 28-August 2.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	136,343.04
FINES	CRIMINAL	925.09
CAMPGROUND RECEIPTS	FEES	5,130.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	51.60
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	200.00
BUILDING RENTALS	NICHOLS HALL	105.00
METER DEPOSITS	ELECTRIC	1,100.00
PERMITS	VARIANCE	150.00
MISCELLANEOUS	REIMBURSEMENTS	350.00
MISCELLANEOUS	REC DEPT-ARCHERY FEES	175.00
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	46.35
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	640,795.00
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	2,264.50
MISCELLANEOUS	CABLE TV FRANCHISE FEE	6,041.74
CD INTEREST	CD INTEREST 101	416.69
CD INTEREST	CD INTEREST 378	1,232.02
CD INTEREST	CD INTEREST 602	382.76
CD INTEREST	CD INTEREST 603	382.76
CD INTEREST	CD INTEREST 604	433.29
CD INTEREST	CD INTEREST601	163.35
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
METER DEPOSITS	WATER	40.00
MISCELLANEOUS	REIMB PHONE EXPENSE-ELEC	65.71
COPIES	COPIES	32.50
PERMITS	VENDOR	100.00
PERMITS	BUILDING	912.50
MISCELLANEOUS	COCA-COLA RECEIPTS-CITY HALL	7.77
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	34,290.07
SALE OF PROPERTY	SALE OF PROPERTY-GENERAL FUND	2,875.00
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	255.00
LICENSES	ANIMAL	5.00
MISCELLANEOUS	MISC. - GENERAL	11.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	141.79
MISCELLANEOUS	FAX CHARGES	3.00
Summary Totals:		<u>835,447.53</u>

Check Issue Date(s): 07/29/2014 - 08/08/2014

Report Criteria:

Check.Check No = 145666-145721

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/14	07/29/2014	145666	20058	CITY OF BIWABIK	101-20200	85.00
08/14	08/05/2014	145667	10057	AMERICAN BANK	101-20200	300.00
08/14	08/05/2014	145668	10075	AMERIPRIDE SERVICES	101-20200	35.83
08/14	08/05/2014	145669	8017	ANNA MAE TOMZACK	101-20200	75.00
08/14	08/05/2014	145670	10010	ARROW AUTO	101-20200	327.00
08/14	08/05/2014	145671	5007	ASSURANT EMPLOYEE BENEFITS	101-20200	890.96
08/14	08/05/2014	145672	8006	BILL MAXWELL	101-20200	200.00
08/14	08/05/2014	145673	8073	BRENT SAARI	101-20200	600.00
08/14	08/05/2014	145674	130146	CASH	101-20200	25.00
08/14	08/05/2014	145675	130147	CASH	101-20200	25.00
08/14	08/05/2014	145676	130148	CASH	101-20200	25.00
08/14	08/05/2014	145677	130149	CASH	101-20200	25.00
08/14	08/05/2014	145678	130150	CASH	101-20200	150.00
08/14	08/05/2014	145679	8078	CHARLES PERRY	101-20200	300.00
08/14	08/05/2014	145680	8001	CHRISTOPHER HANSON	101-20200	500.00
08/14	08/05/2014	145681	30072	COMPUTER WORLD	101-20200	1,684.50
08/14	08/05/2014	145682	30032	COURT ADMIN.-CONCILIATION	604-20200	40.00
08/14	08/05/2014	145683	30090	CRYSTEEL TRUCK EQUIPMENT INC	604-20200	512.00
08/14	08/05/2014	145684	8003	DARREN PENONCELLO	101-20200	100.00
08/14	08/05/2014	145685	40058	DISTINGUISHED TROPHY CO	101-20200	66.84
08/14	08/05/2014	145686	40055	DOUCETTE'S SPECIAL EVENTS (dba	101-20200	250.00
08/14	08/05/2014	145687	50033	EXTREME SIGNS	101-20200	350.00
08/14	08/05/2014	145688	8072	GEORGE ROSANDICH	101-20200	100.00
08/14	08/05/2014	145689	70028	GREATER MINNESOTA AGENCY INC	101-20200	204.00
08/14	08/05/2014	145690	8002	GREG PETERSON	101-20200	200.00
08/14	08/05/2014	145691	80022	HAWKINS INC	601-20200	1,135.11
08/14	08/05/2014	145692	8013	JANE MAHOVLICH	101-20200	425.00
08/14	08/05/2014	145693	8004	JENNIFER LAUER	101-20200	200.00
08/14	08/05/2014	145694	120032	LAKE COUNTRY POWER	101-20200	202.00
08/14	08/05/2014	145695	120057	ARROWHEAD ZOOLOGICAL SOCIETY	101-20200	270.00
08/14	08/05/2014	145696	120052	LEHMAN FABRICATING INC	101-20200	245.81
08/14	08/05/2014	145697	8012	MARIO CIANFLONE	101-20200	110.00
08/14	08/05/2014	145698	8016	MARY MCCOY	101-20200	500.00
08/14	08/05/2014	145699	8051	MATT JOHNSON	101-20200	750.00
08/14	08/05/2014	145700	130077	MIB QUARTERBACK CLUB	230-20200	100.00
08/14	08/05/2014	145701	140026	MINNESOTA ENERGY RESOURCES	101-20200	717.46
08/14	08/05/2014	145702	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,722.90
08/14	08/05/2014	145703	140047	NARDINI FIRE EQUIPMENT CO INC	101-20200	272.00
08/14	08/05/2014	145704	140042	NORTHERN DOOR & HARDWARE INC	101-20200	36.00
08/14	08/05/2014	145705	160066	PACE ANALYTICAL SERVICES	601-20200	500.60
08/14	08/05/2014	145706	160003	PERPICH TV & MUSIC INC	604-20200	12.80
08/14	08/05/2014	145707	8055	PRESTON GUNDERSON	101-20200	500.00
08/14	08/05/2014	145708	180008	RADKO IRON & SUPPLY INC	602-20200	47.96
08/14	08/05/2014	145709	180068	RAPIDS RENTAL & SUPPLY	101-20200	57.47
08/14	08/05/2014	145710	8014	SAM PAPIN	101-20200	150.00
08/14	08/05/2014	145711	190045	SERVICE SOLUTIONS	101-20200	23.00
08/14	08/05/2014	145712	190105	SERVOCAL INSTRUMENTS INC	601-20200	769.79
08/14	08/05/2014	145713	8138	SOUND CENTRAL LLC	101-20200	7,450.00
08/14	08/05/2014	145714	8015	STEVE PAPIN	378-20200	314.20
08/14	08/05/2014	145715	190061	SULLIVAN CANDY & SUPPLY	101-20200	59.40
08/14	08/05/2014	145716	812	T & E CONCERT SERVICE	101-20200	1,925.00
08/14	08/05/2014	145717	200010	TUCK N ROLL UPHOLSTERY	101-20200	280.00
08/14	08/05/2014	145718	220025	VERIZON WIRELESS	101-20200	29.89
08/14	08/05/2014	145719	8018	VIRGINIA LITTLE LEAGUE-12U GRL	230-20200	100.00

Check Issue Date(s): 07/29/2014 - 08/08/2014

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/14	08/05/2014	145720	230045	PENNIE MOES & ALLEN HOLMER	101-20200	550.00
08/14	08/05/2014	145721	260002	Z/TECH	604-20200	567.00
Totals:						<u>27,094.52</u>
Payroll-PP Ending 7/18/14						107,588.82
Payroll-PP Ending 8/1/14						75,987.38
Electronic Trans.--Sales Tax 7/18/14						<u>14,559.56</u>
TOTAL EXPENDITURES						<u>\$225,230.28</u>



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email: info@bm-eng.com

August 13, 2014

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

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

Dear Mr. Wainio:

Enclosed please find Pay Request No. 6 for County Road 102 Utility Extension project in the amount of **\$63,929.40** for approval at your next scheduled City Council meeting. This payment is for the work completed to date. Please refer to the enclosed pay request breakdown for a summary of items completed.

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

Sincerely,
Benchmark Engineering, Inc.


Alan J. Johnson, P.E.

Enclosures

pc: Mr. Andrew Wagner, Ulland Brothers, Inc.

RECOMMENDATION OF PAYMENT

No. 6

Owner's Project No.: _____

Engineer's Project No.: MI12-04

Project: County Road 102 Utility Extensions

CONTRACTOR: Ulland Brothers, Inc., 505 West 37th Street, Hibbing, MN 55746

For Period Ending: August 13, 2014

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 13, 2014

By 

STATEMENT OF WORK

Original Contract Price	\$ <u>625,000.00</u>	Work & Materials to Date	\$ <u>610,191.80</u>
Net Change Orders	\$ <u>0.00</u>	Amount Retained	\$ <u>30,509.59</u>
Current Contract Price	\$ <u>625,000.00</u>	Subtotal	\$ <u>579,682.21</u>
		Materials on Hand	\$ <u>134,989.65</u>
		Less Materials Used	<u>(134,989.65)</u>
		Previous Payments	\$ <u>515,752.81</u>
		Amount Due this Payment	\$ <u>63,929.40</u>



PAY REQUEST NO. 6
 UTILITY EXTENSION COUNTY ROAD 102
 CITY OF MOUNTAIN IRON, MINNESOTA

PROJECT NO: MI12-04

CONTRACTOR: ULLAND
 BROTHERS

SPEC. NO.	ITEM	UNITS	EST. QUANTS	UNIT COST	QUANTITY THIS PERIOD	QUANTITY TO DATE	TOTAL
2021.501	MOBILIZATION	LUMP SUM	1.0	\$18,637.55		1.00	\$18,637.55
2101.501	CLEARING	ACRE	2.0	\$1,000.00		2.00	\$2,000.00
2101.506	GRUBBING	ACRE	2.0	\$2,500.00		2.00	\$5,000.00
2104.501	REMOVE PIPE SEWERS	LIN. FT.	366.0	\$15.00		366.00	\$5,490.00
2104.523	SALVAGE MANHOLES	EACH	1.0	\$1,000.00		1.00	\$1,000.00
2105.501	COMMON EXCAVATION	CU. YD.	24,000.0	\$3.00		24,000.00	\$72,000.00
2105.503	ROCK EXCAVATION	CU. YD.	300.0	\$12.00		59.00	\$708.00
2105.535	SALVAGED TOPSOIL (LV)	CU. YD.	403.0	\$7.00		403.00	\$2,821.00
2118.607	AGGREGATE SURFACING (CV) CLASS 5	CU. YD.	40.0	\$24.00		0.00	\$0.00
2501.515	12" RC PIPE APRON	EACH	2.0	\$560.00		2.00	\$1,120.00
2501.515	48" RC PIPE APRON	EACH	1.0	\$1,400.00		1.00	\$1,400.00
2501.511	6" PVC PIPE SEWER, SDR 35	LIN. FT.	76.0	\$26.00		84.00	\$2,184.00
2503.511	8" PVC PIPE SEWER, SDR 35	LIN. FT.	596.0	\$42.00		381.00	\$16,002.00
2503.541	12" RC PIPE SEWER, DES. 3006	LIN. FT.	1,021.0	\$48.00		1,029.00	\$49,392.00
2503.541	42" RC PIPE SEWER, DES. 3006	LIN. FT.	21.0	\$134.00		16.00	\$2,144.00
2503.541	48" RC PIPE SEWER, DES. 3006	LIN. FT.	150.0	\$136.00		144.00	\$19,584.00
2503.602	CONNECT TO EXISTING MANHOLES (SANITARY)	EACH	1.0	\$2,000.00		1.00	\$2,000.00
2503.603	8" X 6" WYE	EACH	1.0	\$100.00		1.00	\$100.00
2503.602	TRACER WIRE ACCESS BOX	EACH	1.0	\$100.00		0.00	\$0.00
2504.602	CONNECT TO EXISTING WATERMAIN	EACH	5.0	\$1,700.00	4.00	5.00	\$8,500.00
2504.602	HYDRANT	EACH	3.0	\$5,000.00	1.00	3.00	\$15,000.00
2504.602	6" GATE VALVE AND BOX	EACH	3.0	\$1,350.00	2.00	3.00	\$4,050.00
2504.602	8" GATE VALVE AND BOX	EACH	4.0	\$1,650.00	4.00	5.00	\$8,250.00
2504.602	12" GATE VALVE AND BOX	EACH	7.0	\$2,650.00	3.00	7.00	\$18,550.00
2504.602	6" HDPE MECHANICAL JOINT ADAPTER	EACH	5.0	\$325.00	4.00	4.00	\$1,300.00
2504.602	12" HDPE MECHANICAL JOINT ADAPTER	EACH	24.0	\$400.00	7.00	21.00	\$8,400.00
2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	120.0	\$48.00	50.00	130.00	\$6,240.00
2504.603	8" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	64.0	\$60.00	24.00	64.00	\$3,840.00
2504.603	10" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	8.0	\$90.00		8.00	\$720.00
2504.603	12" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	10.0	\$95.00	10.00	12.00	\$1,140.00
2504.603	6" WATERMAIN HDPE	LIN. FT.	167.0	\$34.00	167.00	167.00	\$5,678.00
2504.603	12" WATERMAIN HDPE	LIN. FT.	5,506.0	\$45.00	1145.00	5,475.00	\$246,375.00
2504.604	2" POLYSTYRENE INSULATION	SQ. YD.	114.0	\$8.00		6.00	\$48.00
2504.608	DUCTILE IRON FITTINGS	POUND	740.0	\$8.00	340.00	740.00	\$5,920.00
2506.501	CONST. DRAINAGE STRUCTURE DES. F	LIN. FT.	25.3	\$200.00		25.30	\$5,060.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 4007	LIN. FT.	43.2	\$230.00		24.70	\$5,581.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 84-4020	LIN. FT.	18.0	\$525.00		18.00	\$9,450.00
2506.516	CASTING ASSEMBLY	EACH	8.0	\$470.00		0.00	\$0.00
2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	1.0	\$3,600.00		1.00	\$3,600.00
2511.501	RANDOM RIPRAP CLASS III	CU. YD.	4.1	\$100.00		30.00	\$3,000.00
2557.501	WIRE FENCE DESIGN 72-9322	LIN. FT.	1,120.0	\$24.00		1,120.00	\$26,880.00
2557.517	INSTALL VEHICLE GATE (DOUBLE)	EACH	2.0	\$2,060.00		2.00	\$4,120.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$1,000.00	1.00	1.00	\$1,000.00
2573.502	SILT FENCE, TYPE PREASSEMBLED & MAINTAINED	LIN. FT.	825.0	\$2.25		825.00	\$1,856.25
2573.512	TEMPORARY DITCH CHECK TYPE 3	LIN. FT.	200.0	\$0.01		0.00	\$0.00
2573.512	TEMPORARY DITCH CHECK TYPE 7	CU. YD.	100.0	\$0.01		0.00	\$0.00
2573.602	STABILIZED CONSTRUCTION ENTRANCE	EACH	2.0	\$500.00		1.00	\$500.00
2575.523	EROSION CONTROL BLANKET, CATEGORY 3	SQ. YD.	1,995.0	\$0.01		0.00	\$0.00
2575.523	EROSION CONTROL BLANKET, CATEGORY 6	SQ. YD.	2,125.0	\$0.01		0.00	\$0.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$6,950.00	0.50	1.00	\$6,950.00
Extra	Air Relief Structure	Lump Sum	1.0	\$8,668.00	0.75	0.75	\$6,501.00

CONTRACT AMOUNT: \$625,000.00

COMPLETED TO DATE: \$610,191.80
 LESS RETAINAGE: (\$30,509.59)
 MATERIALS ON HAND: \$134,989.65
 LESS MATERIALS INSTALLED: (\$134,989.65)
 SUBTOTAL PAY REQUEST #6: \$579,682.21
 LESS PREVIOUS PAYMENTS: (\$515,752.81)

TOTAL PAY REQUEST #6: **\$63,929.40**

Ala. J. Johnson
 BENCHMARK ENGINEERING, INC.



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

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email: info@bm-eng.com

August 12, 2014

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

Re: 2014 Street Improvements Project
City of Mountain Iron
Project No.: MI14-02

Dear Mr. Wainio;

Enclosed please find Pay Request No. 1 for the Mountain Iron 2014 Street Improvements project in the amount of **\$228,849.77**, for approval at your next scheduled City Council meeting. This amount includes withholding 5% retainage on work completed to date.

Please refer to the enclosed pay request breakdown for a summary of items completed.

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.
Vice President

Enclosure

Pc: Mr. Tom Nemanich, Mesabi Bituminous, Inc.

RECOMMENDATION OF PAYMENT

No. 1

Owner's Project No.: _____

Engineer's Project No.: MI14-02

Project: 2014 Street Improvements

CONTRACTOR: Mesabi Bituminous, Inc., P.O. Box 728, Gilbert, MN 55741

For Period Ending: August 12, 2014

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 12, 2014

By  _____

STATEMENT OF WORK

Original Contract Price	\$ <u>316,928.25</u>	Work & Materials to Date	\$ <u>240,894.50</u>
Net Change Orders	\$ <u>0.00</u>	Amount Retained (5%)	\$ <u>12,044.73</u>
Current Contract Price	\$ <u>316,928.25</u>	Subtotal	\$ <u>228,849.77</u>
		Previous Payments	\$ <u>0.00</u>
		Amount Due this Payment	\$ <u>228,849.77</u>

PAY REQUEST #1
2014 STREET IMPROVEMENTS PROJECT
CITY OF MOUNTAIN IRON, MINNESOTA
PROJECT NO: EV14-02

CONTRACTOR: MESABI BITUMINOUS, INC.

BASE BID

SPEC. NO.	ITEM	UNITS	PLAN QUANTITY	UNIT COST	QUANTITY TO DATE	TOTAL AMOUNT
2104.501	REMOVE PIPE SEWERS	LIN. FT.	20.0	\$11.00	20.0	\$220.00
2104.501	REMOVE CURB & GUTTER	LIN. FT.	254.0	\$5.00	254.0	\$1,270.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	191.0	\$6.00	206.0	\$1,236.00
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN. FT.	30.0	\$8.00	30.0	\$240.00
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN. FT.	292.0	\$5.00	329.0	\$1,645.00
2105.501	COMMON EXCAVATION	CU. YD.	174.0	\$15.00	66.0	\$990.00
2105.522	SELECT GRANULAR BORROW (MOD) (CV)	CU. YD.	40.0	\$15.00	40.0	\$600.00
2105.525	TOPSOIL BORROW (LV)	CU. YD.	10.0	\$25.00	0.0	\$0.00
2105.604	GEOTEXTILE FABRIC TYPE V	SQ. YD.	119.0	\$2.00	119.0	\$238.00
2123.503	MOTOR GRADER	HOUR	6.0	\$150.00	0.0	\$0.00
2211.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	116.0	\$22.00	46.0	\$1,012.00
2221.503	AGGREGATE SHOULDERING (CV), CLASS 1	CU. YD.	60.0	\$35.00	0.0	\$0.00
2232.501	MILL BITUMINOUS SURFACE (2")	SQ. YD.	11,485.0	\$2.00	11,442.0	\$22,884.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	2,604.0	\$64.00	2,193.0	\$140,352.00
2360.503	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2,C)	TON	584.0	\$64.00	416.0	\$26,624.00
2502.541	4" PERF. PE PIPE DRAIN	LIN. FT.	58.0	\$10.00	59.0	\$590.00
2503.511	6" PVC PIPE SEWER, SDR 35	LIN. FT.	10.0	\$27.00	0.0	\$0.00
2503.511	8" PVC PIPE SEWER, SDR 35	LIN. FT.	160.0	\$34.00	140.0	\$4,760.00
2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	2.0	\$550.00	2.0	\$1,100.00
2503.602	TRACER WIRE ACCESS BOX	EACH	1.0	\$110.00	1.0	\$110.00
2504.602	ADJUST VALVE BOX - WATER	EACH	1.0	\$80.00	1.0	\$80.00
2504.604	2" POLYSTYRENE INSULATION	SQ. YD.	130.0	\$22.00	82.0	\$1,804.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 4007	LIN. FT.	15.9	\$475.00	15.9	\$7,552.50
2506.516	CASTING ASSEMBLY	EACH	2.0	\$600.00	2.0	\$1,200.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	15.0	\$300.00	15.0	\$4,500.00
2531.501	CONCRETE CURB & GUTTER - DES. D418	LIN. FT.	254.0	\$20.00	254.0	\$5,080.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$5,300.00	0.9	\$4,770.00
2573.530	STORM DRAIN INLET PROTECTION	EACH	5.0	\$100.00	0.0	\$0.00
2575.505	SODDING TYPE LAWN	SQ. YD.	110.0	\$15.00	0.0	\$0.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$1,000.00	0.0	\$0.00
2582.501	PAVEMENT MESSAGE (RIGHT ARROW) EPOXY	EACH	1.0	\$220.00	0.0	\$0.00
2582.501	PAVEMENT MESSAGE (THRU ARROW) EPOXY	EACH	1.0	\$220.00	0.0	\$0.00
2582.502	4" DOUBLE SOLID LINE YELLOW-EPOXY	LIN. FT.	752.0	\$3.25	459.0	\$1,491.75
2582.502	4" SOLID LINE YELLOW-EPOXY	LIN. FT.	2,833.0	\$1.75	2,753.0	\$4,817.75
2582.502	4" BROKEN LINE YELLOW-EPOXY	LIN. FT.	730.0	\$1.75	540.0	\$945.00
2582.502	4" SOLID LINE WHITE-EPOXY	LIN. FT.	1,580.0	\$1.75	0.0	\$0.00

ADD ALTERNATE BID (SILICON WAY CURB & GUTTER)

SPEC. NO.	ITEM	UNITS	TOTAL QUANTITIES	UNIT COST	QUANTITY TO DATE	TOTAL AMOUNT
2104.501	REMOVE PIPE SEWERS	LIN. FT.	8.0	\$42.00	0.0	\$0.00
2503.541	15" RC PIPE SEWER	LIN. FT.	8.0	\$70.00	11.5	\$805.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	2.0	\$100.00	1.0	\$100.00
2506.501	CONST. DRAINAGE STRUCTURE DES. F	LIN. FT.	6.9	\$475.00	6.9	\$3,277.50
2506.516	CASTING ASSEMBLY	EACH	1.0	\$600.00	1.0	\$600.00
2511.501	RANDOM RIPRAP CLASS III	CU. YD.	12.0	\$35.00	0.0	\$0.00
2531.501	CONCRETE CURB & GUTTER - DES. D418	LIN. FT.	1,560.0	\$14.00	0.0	\$0.00

COMPLETED TO DATE: \$240,894.50
LESS RETAINAGE (5%): (\$12,044.73)

SUBTOTAL PAY REQUEST #1: \$228,849.77
LESS PREVIOUS PAYMENTS: \$0.00

TOTAL PAY REQUEST #1: **\$228,849.77**





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 11, 2014 at 6:05 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 Lee Aultman, 816 16th Avenue South, Mountain Iron, for a Variance as required by the Zoning Ordinance to place a storage container closer to the lot line than allowed by the Ordinance. The property is legally described as follows:

Section 7, Township 58 North, Range 18 West

PART OF LOT 4 COMM AT INTERSECTION OF S LINE & CENTERLINE OF HOOVER RD THENCE S89DEG17'06" W ALONG S LINE 33 FT THENCE N 23 FT TO PT OF BEG ON W LINE OF 16TH AVE W (HOOVER RD) THENCE N ALONG WLY R/W 103.22 FT TO R/W OF HWY #169 THENCE W ALONG HWY R/W 37 FT THENCE N ALONG R/W 160 FT THENCE W ALONG R/W 108.06 FT THENCE S06DEG18'50"W ALONG R/W 267.01 FT THENCE N89DEG17'06"E 174.44 FT TO PT OF BEG EX THAT PART OF LOT 4 ASSUMING S LINE OF SE1/4 OF SE1/4 OF SEC 12-58-18 WHICH LIES WLY OF 16TH AVE W (HOOVER RD) TO HAVE A BEARING OF S89DEG17'06"W & COMM AT INTERSECTION OF SAID S LINE & CENTERLINE OF SAID 16TH AVE W THENCE S89DEG17'06"W ALONG S LINE 33 FT THENCE N 54 FT TO PT OF BEG SAID PT OF BEG BEING ON WLY R/W OF 16TH AVE W THENCE N ALONG WLY R/W 72.22 FT TO A PT ON R/W OF HWY #169 THENCE W ALONG HWY R/W 37 FT THENCE N ALONG HWY R/W 160 FT THENCE W ALONG HWY R/W 108.06 FT THENCE S06DEG18'50"W ALONG HWY R/W 235.78 FT THENCE N89DEG17'06"E 171 FT TO PT OF BEG

Parcel Code: 175-0071-01156

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

CITY OF MOUNTAIN IRON

CONDITIONAL USE PERMIT VARIANCE APPLICATION

PH# 218-780-5105

Name of Owner: Lee Aultman Signature of Owner: [Signature]
 Address: 816 16th Ave S. Virginia MN Date: 7/16/14

7/17/14
wrong parcel
called &
correct
gmc

Legal Description: West Virginia Mt Iron Parcel Code: 175-0071-01163
 Sec/Lot 15-19 Twp/Block 1 Rge/Subd See attached description Parcel Code: 175-0065-00170

To change the set Back from 30' to 20' for a storage Container

Description of Proposed Use for CONDITIONAL USE PERMIT:

storage building is Painted to match the building and the neighbors
 Parking Lot Separates Theirs buildings from the Container
 Statement as to why proposed use will not cause injury to value of adjoining property.

the Container doesnt hinder the use of the neighbors property in Any way

Statement as to how proposed use is to be designed, arranged, and operated in order to permit development and use of neighboring property.

Container is 8' x 20' and 8' 4" High.

Area for which VARIANCE requested: (i.e. setbacks, height, etc)

Statement addressing condition of "undue hardship" for which VARIANCE is requested.

as positioned the Container wouldnt fit and if Turned East+west it would extend out into Parking Lot and retrict the flow of Parking and Snow Removal.

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

OFFICE USE ONLY

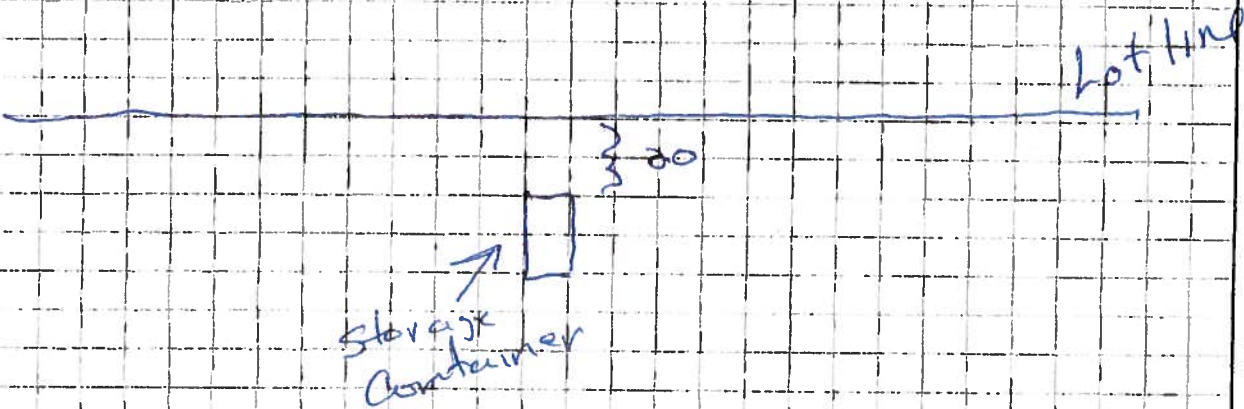
ITEM	ACTION	DATE	INITIAL
Application Submitted/Paid	Submitted pd \$15200 Rec. 3.003049	7-16-14	GMC
Zoning Administrator Review	E-mailed to JDK	7-16-14	GMC
Public Hearing Set	Aug. 11, 2014 @ 6:05 PM	7-17-14	GMC
Hearing Notice Published	Hometown Focus	7-25-14	GMC
Planning & Zoning Recommendation (Board of Adjustment and Appeals Rec.)			
City Council Action			
Filed with County Recorder			

Conditions Attached _____



INDICATE NORTH IN CIRCLE

10' equals 1/4"



SITE PLAN TO SCALE-SHOW DIMENSIONS OF LOT AND ALL EXISTING AND PROPOSED STRUCTURES, DISTANCES FROM FRONT, SIDE AND REAR LOT LINE SETBACKS TO ALL EXISTING AND PROPOSED STRUCTURES. SHOW ALLEY AND STREET NAMES ABUTTING LOT AND EASEMENTS.

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

Owners Signature _____ Date _____



County Land Explorer

St. Louis County, Minnesota



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroGRID, IGN, and the GIS User Community

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroGRID, IGN, and the GIS User Community



ups building

County Land Explorer
St. Louis County www.stlouiscountymn.gov/CountyLandExplorer Minnesota

Disclaimer

This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein.

Map created using County Land Explorer
gis.stlouiscountymn.gov/CountyLandExplorer

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COUNCIL LETTER 081814-IVG1
PUBLIC HEALTH AND SAFETY
INCREASE FIRE DEPARTMENT

DATE: August 14, 2014
FROM: Public Health and Safety Board
Craig J. Wainio
City Administrator

The Public Health and Safety Board is recommending that the size of the Mountain Iron Fire Department be expanded from a maximum of 20 members to a maximum of 22 members. This request will allow the Department to maintain needed firefighter levels due to turnover of firefighters. With the switch from a locally run fire relief fund to the State managed system, the saving will be such as to not affect the City's firefighter relief fund contributions.

COUNCIL LETTER 081814-IVG2

PUBLIC HEALTH AND SAFETY

ADVERTISEMENT

DATE: August 14, 2014
FROM: Public Health and Safety Board
Craig J. Wainio
City Administrator

The Public Health and Safety Board is recommending to the City Council that it authorizes the advertising for members of the Fire Department and the Mountain Iron EMT.

COUNCIL LETTER 081814-VA
CITY COUNCIL
LOCAL IMPROVEMENT GUIDE

DATE: August 14, 2014
FROM: Honorable Mayor and City Council
Craig J. Wainio
City Administrator

The following information is being provided based upon the tabled motion at the previous City Council meeting:

Dale Peterson 5482 Heather Avenue
Original Assess= \$6036.65 Unpaid balance = \$3024.30 plus interest

Warren Nordeen 5459 Heather Avenue
Original Assess=\$5565.86 Unpaid balance = \$2782.96 plus interest

Dan Chad 5439 Heather Avenue
Original Assess=\$7533.56 Pd in full



Agreement Between Energy Vendor and Service Provider

MT IRON CITY OF PU 8586 ENTERPRISE DR S MT IRON MN 55768, and successor home energy providers, hereafter referred to as "the energy vendor", hereby agrees to cooperate with Arrowhead Economic Opportunity Agency- AEOA, hereafter referred to as "the Service Provider", and the Minnesota Department of Commerce (MDOC), Energy Assistance Programs, hereafter referred to as "the State" to deliver the Minnesota Energy Assistance Program for Federal Fiscal Year 2015 (FFY 2015), October 1, 2014 through September 30, 2015.

I. The energy vendor and the Service Provider will:

1. Follow Energy Assistance Program (EAP) policies and procedures in the *EAP Policy Manual* (In particular Chapter 3).
2. Maintain accurate client and consumption information.
3. Comply with the Minnesota Government Data Practices Act (MGDPA), Minn. Stat. Ch. 13, as it applies to all data provided by the State under this agreement and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the energy vendor or the Service Provider, in performing the duties under this agreement. In the administration of this program, the energy vendor and the service provider have access to a protected data base containing private information on individuals protected under the MGDPA. The energy vendor and the Service Provider agree to not release any private data, including from the database, to any third party without written authorization from the subject of the data.
4. Share information with each other as needed to perform the duties under this agreement.
5. Negotiate for continuation or reconnection of service to households determined eligible for EAP Primary Heat and EAP Crisis Benefits.
6. Establish a dispute resolution process to resolve issues arising during the term of this agreement.
7. Collaborate and do everything possible to ensure the customer has continuous access to home heating.
8. Minimize the risks of a customer's home energy crisis through the use of the Crisis Benefits.
9. Encourage regular payments from the household.
10. Collaborate to reduce home energy costs.
11. Work together to ensure EAP payments are appropriately applied to accounts and used for EAP services as designated by the Service Provider.

II. The Service Provider will:

1. Determine customer eligibility.
2. Provide new and existing energy vendors with information about the eHEAT software system.
 - Encourage all energy vendors to become an eHEAT user, allowing them access to eligibility and benefit data "online".
 - Provide necessary and/or ongoing training to energy vendors using eHEAT.
3. Make authorization through eHEAT, telephone, fax or electronic communication for:
 - Payments for electricity, heating fuels and delivery of fuel.
 - Continuation or reconnection of connected utilities.
 - Payments for fees including: service deposits, pressure tests, line bleeding, tank setting, tank rental, membership, if applicable.
 - Removal from load limiters.
 - Payments due and past due amounts for electricity and heating fuels.
4. Maintain a file of customer authorizations for exchange of private data between the Service Provider and the energy vendor.
5. Enter account number into eHEAT in the format supplied by the energy vendor.

III. The energy vendor will:

1. Ensure EAP eligible households are not treated adversely compared to other households. Oil and propane dealers are required to comply with the Discrimination Prohibition in Minn. Stat. §325E.027. In addition, propane dealers are required to comply with the following: Price and Fee Disclosure, Budget Payment Plan, Propane Purchase Contracts, and Terms of Sale in Minn. Stat. §§216B.0992 - .0995.
2. Supply account number format to the Service Provider.
3. Upon request, provide a written price list for normal and customary services for home energy costs including but not limited to:
 - Leak seek and pressure tests
 - Bleeding lines
 - Tank setting
 - Service deposits
 - Reconnection fees
 - Membership fees
 - Minimum delivery requirements and costs
 - Emergency fuel and after hours delivery costs
4. When possible deliver remaining EAP benefit before September 30, 2015.
5. Timely provide at the request of the customer, the Service Provider or the State, information on applicant households' home energy costs, dwelling consumption data, delivery dates, bill payment history, arrearage history or post-delivery information. This information will be provided in the format requested.
6. Provide dwelling consumption data within 5 business days of the request in eHEAT.
7. Respond promptly to consumption requests for crisis situations.
8. Register with EAP to receive payments.
9. Use the warrant or EFT date as the EAP payment date.

10. Apply all EAP payments to the households account within 5 business days of receipt of payment.
11. Apply EAP payments to the household's energy costs before applying other energy payments.
12. Accept all customer payments.
13. Use EAP funds to pay for home energy costs, including fuel and other routine and required services as designated by the Service Provider. Expenses such as service contracts, water, sewer, garbage, cable, internet, telephone, gasoline, machine parts, engine oil, etc. cannot be paid with EAP funds.
14. Continue service, reconnect or deliver fuel to households as negotiated by the Service Provider on behalf of the household.
15. When addressing household energy emergencies, when possible, accept eHEAT payment status of "Payable" for payment. When eHEAT is not available, accept early notification authorization by telephone, fax or electronic communication for delivery of fuel, continuation or reconnection of connected utilities, or service deposits if applicable, and removal from load limiters.
16. Accept a household application status in eHEAT of "approved" as income eligibility validation for the Energy Assistance Program.
17. Report dangerous heating or fuel delivery situations for EAP households to the Service Provider.
18. Process and refund to the State any refunds requested by the Service Provider within 10 business days.
19. Process and refund to the State all credits attributable to EAP payments made during FFY 2015 remaining on a customer's account within 10 business days after a client ceases to be a customer.
20. Upon customer request, return to the household any EAP funds remaining on the household's account after September 30, 2015.
21. Notify the Service Provider or DOC if there is reason to believe EAP funds have been misused as described in the EAP Policy Manual.
22. Allow the Service Provider or State access to fiscal records of EAP transactions for audit purposes for period of three (3) years after payment.
23. Complete and submit the *EAP Leveraging Report* to the State.
24. Use eHEAT when possible to administer EAP program business, including but not limited to:
 - Providing consumption
 - Maintaining energy vendor account numbers
 - Monitoring eligibility and payments
 - Recording refunds
25. Implement and maintain eHEAT database security policies by:
 - Limiting access to authorized personnel only
 - Ensuring each user is assigned a unique user ID
 - Ensuring email addresses associated with each user ID are current
 - Disabling users immediately upon termination of their role in the service delivery of EAP
 - Disabling users who are on a temporary leave of absence, extended vacation, etc

IV. Either party to this agreement may terminate it at any time, with or without cause, upon thirty days written notice to each other and the State. Upon termination, the energy vendor must provide an estimated final invoice for the energy vendor's services performed. Upon termination and submission of a final invoice, and upon acceptance of the final invoice by the state, the energy vendor will be entitled to payment for services satisfactorily performed.

V. Signatures:

Energy Vendor:		
Authorized Energy Vendor Representative:		
<u>Craig J. Wainio, City Administrator</u>		
Please Print Name	Signature	Date
Company Contact Person:		
<u>Judy Seurer</u>	<u>(218) 748-7570</u>	<u>(218) 748-7573</u>
Please Print Name	Telephone	Fax
<u>() 1-888-223-9883</u>	<u>jseurer@ci.mountain-iron.mn.us</u>	
24 hour emergency number to address after hours emergencies	E-mail address	
EAP Service Provider:		
Authorized Service Provider Representative:		
<u>Mary C Heilman</u>		
Please Print Name	Signature	Date
Energy Assistance Coordinator:		
<u>Mary C Heilman</u>	<u>(218)749-2912 x7342</u>	<u>(612)465-5869</u>
Please Print Name	Telephone	Fax
<u>(800)662-5711</u>	<u>_mary.heilman@aeoa.org</u>	
24 hour emergency number	E-mail address	

COUNCIL LETTER 081814-VIB

PUBLIC WORKS

CITY GARAGE ROOF

DATE: August 14, 2014
FROM: Craig J. Wainio
City Administrator

Plans and Specifications for the repair of the roof at the City Garage have been prepared by Architectural Resources and will be available at the meeting. Staff is requesting authorization to seek bids for the City Garage roof repair project. The bids will then be submitted to the City Council for final approval.

Craig J. Wainio

From: Peterson, Steve (IRR) [steve.peterson@state.mn.us]
Sent: Tuesday, August 05, 2014 11:07 AM
To: Craig J. Wainio
Subject: off premise liquor

Craig,
Sportspage is requesting permission to serve alcohol on Sept. 6th at the community center for a wedding. Do you need something formal, or is this enough?

Thanks
Steve



**Iron Range Resources &
Rehabilitation Board**

Steve Peterson

Executive Director of Development
P.O. Box 441
4261 Highway 53 South
Eveleth, MN 55734-0441
800-765-5043
(218)735-3002 Direct
(218)290-7265 Cell
IRRRB.org
Steve.Peterson@state.mn.us

COUNCIL LETTER 081814-VID

ADMINISTRATION

RESCHEDULE MEETING

DATE: August 14, 2014

FROM: Craig J. Wainio
City Administrator

The next regularly scheduled meeting of the City Council needs to be rescheduled due to the Labor Day holiday.

COUNCIL LETTER 081814-IX

PERSONNEL COMMITTEE

CLOSED MEETING

DATE: August 14, 2014

FROM: Personnel Committee

Craig J. Wainio
City Administrator

The Personnel Committee is requesting a closed meeting under MN Statute 13.05D, subdivision 2(b) for preliminary consideration of allegations or charges against an individual subject to the public body's authority.

Before closing the meeting, the council must state on the record the specific grounds for closing the meeting and describe the subject to be discussed.

The meeting must be open at the request of the individual who is the subject of the meeting. Thus, the individual should be given advance notice of the existence and nature of the charges against him or her, so that the individual can make an informed decision about whether to request that the meeting be open.

The meeting must be electronically recorded, and the recording must be preserved for at least three years after the meeting.

If the public body decides that discipline of any nature may be warranted regarding the specific charges, further meetings must be open.