

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
WEDNESDAY, SEPTEMBER 3, 2014 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. August 18, 2014, Regular Meeting (#1-8)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications (#36-40)
- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - C. Library Director/Special Event Coordinator Report
 - D. Sheriff's Department Report
 - E. City Engineer's Report
 - 1. Pay Request Number 5 – Unity Drive (#9-11)
 - F. Utility Advisory Board
 - 1. Transformer Sale (#12-17)
 - G. Personnel Committee
 - 1. Building Official (#18)
 - H. Street Committee
 - 1. Unity Drive and Bluebell Avenue Drainage (#19-23)
 - I. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Heat Share Agreement (#24-32)
 - B. Labor Management Meeting (#33)
 - C. Set Committee-of-the-Whole Meeting (#34)
 - D. Hire Election Judge (#35)
- VII. Communications(#36-40)
- VIII. Announcement
- IX. Adjourn

MINUTES
MOUNTAIN IRON CITY COUNCIL
AUGUST 18, 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: Craig J. Wainio, City Administrator; Jill M. Clark, Municipal Services Secretary; Rod Flannigan, City Engineer; John Backman, Sergeant; and Brian Lindsay, City Attorney.

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

1. Approve the minutes of the August 4, 2014, regular meeting as submitted.
2. 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.
3. To acknowledge the receipts for the period August 1-15, 2014, totaling \$229,949.46, (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period August 1-15, 2014, totaling \$826,019.57, (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.

The Mayor reported on the following:

- Condolences. To the family of Jeanette Peterson of Parkville, Minnesota.
- Wal-Mart. Opened on August 13, 2014. He explained to the public that a gas station would not be opening at the present time. He said that in the past four to five years there had not been a gas station open with any newly constructed Wal-Mart. He further stated that Wal-Mart does not own the gas stations, they lease to oil companies to have gas services.
- Mesabi Daily News Editorial. He said that a letter was written to the Editor of the Mesabi Daily News by the residents of South Court in Ann's Acres regarding their proposed assessments. He said that this letter was outdated because the Council acted on the adjustment to the Local Improvement Guide at their meeting on August 4, 2014.
- Unsigned Onions in the Mesabi Daily News. Old County Road 102 from Main Street Mountain Iron to Highway 53 through Parkville is a County Road and the City is not in control of what happens to this road because it is a County Road.
- Happy Birthday. Birthday wishes to the City Administrator Craig Wainio.
- Recognition. Councilor Prebeg said that the City Engineer, Rod Flannigan, competed at the 2014 MBHA Barrel Race Championship in Winona. He won first place in the MBHA Senior 3D Barrel Racing Championship.

The City Administrator reported that the insurance rates for health care on January 1, 2015 would increase by .7%.

It was moved by Prebeg and seconded by Zupancich to authorize payment request number six for the County Road 102 Utility Extension Project in the amount of \$63,929.40 to Ulland Brothers Incorporated. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Tuomela to authorize payment request number one for the 2014 Street Improvement Project in the amount of \$228,849.77 to Mesabi Bituminous. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Tuomela to accept the recommendation of the Planning and Zoning Commission and approve the Variance for Lee Aultman at 816 16th Avenue South, Mountain Iron, to place a storage container 17 feet from the property line on parcel 175-0071-01163. The motion carried.

It was moved by Stanaway and seconded by Skalko to accept the recommendation of the Public Health and Safety Board authorizing the increase in the Fire Department Members to increase from 20 to 22. The motion carried.

It was moved by Stanaway and seconded by Tuomela to authorize the Fire Department to advertise for two additional fire department positions. The motion carried.

It was moved by Skalko and seconded by Tuomela to have the Local Improvement Policy amendment with the \$5,000 cap to go back to include the property owners on Heather Avenue. After further discussion, it was moved by Skalko and seconded by Tuomela that the motion be amended to include a review of the legality of the motion by the City Attorney. The amended motion carried unanimously on a roll call vote.

Councilor Stanaway asked that a Committee of the Whole meeting be set at the next regular meeting to discuss the Local Improvement Policy.

It was moved by Stanaway and seconded by Prebeg to approve the Minnesota Energy Assistance Program Agreement, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Stanaway to authorize City Staff to seek bids for City Garage Roof Repair Project. The motion carried.

It was moved by Prebeg and seconded by Tuomela to authorize S & F Bar Inc., dba: Sports Page Bar, to serve alcohol at the Mountain Iron Community Center on September 6, 2014 for a wedding reception. The motion carried.

It was moved by Stanaway and seconded by Zupancich to re-schedule the next regular meeting to Wednesday, September 3, 2014 at 6:30 p.m. due to the holiday. The motion carried.

At 7:04 p.m., it was moved by Zupancich and seconded by Prebeg to recess the regular city Council meeting and go into a closed session for a personnel issue under Minnesota Statute 13.05D, subdivision 2 (b), following a short recess. The motion carried.

At 7:13 p.m. the Mayor called the closed session to order with the following members present: Joe Prebeg, Jr., Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; John Backman, Sergeant; and Brian Lindsay, City Attorney.

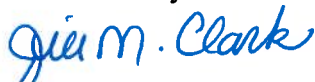
The Council discussed pending arbitration.

At 7:28 p.m., it was moved by Zupancich and seconded by Tuomela that the closed meeting be adjourned and reconvene the regular meeting. The motion carried.

At 7:30 p.m., the regular meeting was reconvened with the following members present: Joe Prebeg, Jr., Susan Tuomela, Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; John Backman, Sergeant; and Brian Lindsay, City Attorney.

At 7:31 p.m., it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried.

Submitted by:



Bill M. Clark, MMC
Municipal Services Secretary

www.mtniron.com

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	208,560.91
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,700.00
BUILDING RENTALS	COMMUNITY CENTER	925.00
BUILDING RENTALS	NICHOLS HALL	50.00
PERMITS	BUILDING	220.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	99.62
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	2.58
CAMPGROUND RECEIPTS	FEEES	4,220.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	37.80
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	622.76
BUILDING RENTALS	SENIOR CENTER	120.00
MISCELLANEOUS	REC DEPT-ARCHERY FEES	125.00
MISCELLANEOUS	FAX CHARGES	5.00
MISCELLANEOUS	ASSESSMENT SEARCHES	90.00
METER DEPOSITS	ELECTRIC	1,350.00
PERMITS	VENDOR	200.00
METER DEPOSITS	WATER	40.00
CD INTEREST	CD INTEREST 101	473.00
CD INTEREST	CD INTEREST 378	286.00
CD INTEREST	CD INTEREST 602	110.00
CD INTEREST	CD INTEREST 603	110.00
CD INTEREST	CD INTEREST 604	121.00
MISCELLANEOUS	REIMBURSEMENTS	9,015.75
MISCELLANEOUS	BASEBALL/SOFTBALL FEES	25.00
MISCELLANEOUS	ELECTRIC RECONNECT FEE	105.00
MISCELLANEOUS	SPEC. EVENT-FUNDS NOT USED-CR	50.00
FINES	CRIMINAL	1,255.04
LICENSES	ANIMAL	10.00
MISCELLANEOUS	CHECK RETURN FEE	20.00
Summary Totals:		<u>229,949.46</u>

Check Issue Date(s): 08/09/2014 - 08/22/2014

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/14	08/13/2014	145722	130011	UNITED STATES POSTAL SERVICE	602-20200	403.03
08/14	08/19/2014	145723	140059	97 BLACK DIRT	101-20200	1,000.00
08/14	08/19/2014	145724	10056	A T & T MOBILITY	101-20200	1,246.16
08/14	08/19/2014	145725	10070	A-1 RENTAL SERVICES INC	101-20200	996.00
08/14	08/19/2014	145726	8025	ADONNA REED	604-20200	303.13
08/14	08/19/2014	145727	130017	AMERICAN BANK	101-20200	74.96
08/14	08/19/2014	145728	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	218.30
08/14	08/19/2014	145729	30054	BAKER TILLY VIRCHOW KRAUSE LLP	604-20200	3,950.00
08/14	08/19/2014	145730	20055	BARNES & NOBLE BOOKSELLERS	101-20200	356.06
08/14	08/19/2014	145731	20022	BENCHMARK ENGINEERING INC	101-20200	44,841.00
08/14	08/19/2014	145732	8023	BLUEGREEN ALLIANCE	101-20200	200.00
08/14	08/19/2014	145733	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	2,722.73
08/14	08/19/2014	145734	30084	CARDMEMBER SERVICE	603-20200	5,319.92
08/14	08/19/2014	145735	30017	CARQUEST (MOUNTAIN IRON)	101-20200	36.55
08/14	08/19/2014	145736	170001	CENTURY LINK	101-20200	602.80
08/14	08/19/2014	145737	220003	CITY OF VIRGINIA	101-20200	58.49
08/14	08/19/2014	145738	30026	COMO LUBE & SUPPLIES INC	101-20200	115.00
08/14	08/19/2014	145739	30090	CRYSTEEL TRUCK EQUIPMENT INC	101-20200	2,614.00
08/14	08/19/2014	145740	8030	DANIEL VIOLETTE	101-20200	383.00
08/14	08/19/2014	145741	8029	DARLENE WALO	604-20200	125.55
08/14	08/19/2014	145742	40058	DISTINGUISHED TROPHY CO	101-20200	111.70
08/14	08/19/2014	145743	40027	DULUTH/SUPERIOR COMMUNICATION:	101-20200	121.27
08/14	08/19/2014	145744	50044	ENVIROTECH SERVICES INC	101-20200	4,536.00
08/14	08/19/2014	145745	500012	ERA LABORATORIES INC	602-20200	317.10
08/14	08/19/2014	145746	60026	FASTENAL COMPANY	101-20200	3.54
08/14	08/19/2014	145747	60029	FERGUSON ENTERPRISES INC	602-20200	163.81
08/14	08/19/2014	145748	70046	G-MEN ENVIRONMENTAL SERV INC	301-20200	1,662.35
08/14	08/19/2014	145749	70016	GOPHER STATE ONE CALL INC	604-20200	123.35
08/14	08/19/2014	145750	140013	HD WATERWORKS SUPPLY	601-20200	387.28
08/14	08/19/2014	145751	80004	HEISEL BROS PLUMBING	101-20200	123.00
08/14	08/19/2014	145752	80017	HENRY'S WATERWORKS INC	601-20200	197.73
08/14	08/19/2014	145753	80001	HILLYARD/HUTCHINSON	101-20200	575.21
08/14	08/19/2014	145754	80010	HOMETOWN ELECTRIC	602-20200	285.00
08/14	08/19/2014	145755	80037	HOMETOWN MEDIA PARTNERS	101-20200	440.13
08/14	08/19/2014	145756	90005	ITALIAN BAKERY INC	101-20200	63.00
08/14	08/19/2014	145757	8022	JESSICA FORSLINE	101-20200	200.00
08/14	08/19/2014	145758	8021	JESSICA GIFFORD	101-20200	200.00
08/14	08/19/2014	145759	100023	JIM'S CLEANING	101-20200	128.25
08/14	08/19/2014	145760	110027	KEMBLE INCORPORATED	603-20200	2,250.00
08/14	08/19/2014	145761	110006	KEN WASCHKE AUTO PLAZA	101-20200	513.43
08/14	08/19/2014	145762	8028	KEVIN GEIGER	604-20200	116.87
08/14	08/19/2014	145763		Information Only Check	101-20200	.00 V
08/14	08/19/2014	145764	120006	L & M SUPPLY	101-20200	1,754.41
08/14	08/19/2014	145765	120032	LAKE COUNTRY POWER	101-20200	202.00
08/14	08/19/2014	145766	120016	LANYK ELECTRIC	101-20200	3,200.00
08/14	08/19/2014	145767	120058	LIBERTY COIN INC	101-20200	250.00
08/14	08/19/2014	145768	130030	MACQUEEN EQUIPMENT	603-20200	1,457.99
08/14	08/19/2014	145769	8026	MATTHEW SUTTON	604-20200	233.07
08/14	08/19/2014	145770	8057	MELLIN PROMOTIONAL	101-20200	1,278.70
08/14	08/19/2014	145771	130041	MESABI BITUMINOUS	301-20200	228,849.77
08/14	08/19/2014	145772	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
08/14	08/19/2014	145773	130133	MIDWEST PLAYSCAPES INC	101-20200	3,172.00
08/14	08/19/2014	145774	140026	MINNESOTA ENERGY RESOURCES	101-20200	558.42
08/14	08/19/2014	145775	130009	MINNESOTA POWER (ALLETE INC)	604-20200	66,423.70
08/14	08/19/2014	145776	120007	MOTION INDUSTRIES INC	101-20200	52.84
08/14	08/19/2014	145777	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	14,578.67
08/14	08/19/2014	145778	140047	NARDINI FIRE EQUIPMENT CO INC	101-20200	108.80

Check Issue Date(s): 08/09/2014 - 08/22/2014

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/14	08/19/2014	145779	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	50,074.47
08/14	08/19/2014	145780	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	134.50
08/14	08/19/2014	145781	140016	NORTHLAND SECURITIES	102-20200	2,970.00
08/14	08/19/2014	145782	150022	OTIS-MAGIE INS, AGENCY INC	101-20200	804.97
08/14	08/19/2014	145783	160066	PACE ANALYTICAL SERVICES	602-20200	92.40
08/14	08/19/2014	145784	160030	PRECISION MACHINE	603-20200	300.00
08/14	08/19/2014	145785	6072	SALLY YUCCAS	101-20200	100.00
08/14	08/19/2014	145786	190071	SEACHANGE PRINTING/MARKET.(dba	101-20200	122.63
08/14	08/19/2014	145787	190004	SKUBIC BROS INC	604-20200	334.96
08/14	08/19/2014	145788	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
08/14	08/19/2014	145789	190002	ST LOUIS COUNTY AUDITOR	603-20200	18,772.50
08/14	08/19/2014	145790	190033	STAR TRIBUNE	101-20200	124.80
08/14	08/19/2014	145791	190030	STRATEGIC INSIGHTS INC	301-20200	499.50
08/14	08/19/2014	145792	190007	SURFACE PRO LLC: LEAD CENTRIC	301-20200	5,375.00
08/14	08/19/2014	145793	200003	TACONITE TIRE SERVICE	101-20200	3,196.00
08/14	08/19/2014	145794	8024	TARA WAINIO	101-20200	200.00
08/14	08/19/2014	145795	200020	THE TRENTI LAW FIRM	101-20200	4,153.87
08/14	08/19/2014	145796	200006	TRIMARK INDUSTRIAL	602-20200	305.19
08/14	08/19/2014	145797	210010	ULLAND BROTHERS INC	301-20200	63,929.40
08/14	08/19/2014	145798	210001	UNITED ELECTRIC COMPANY	101-20200	6,552.08
08/14	08/19/2014	145799	210009	USA BLUE BOOK	602-20200	432.89
08/14	08/19/2014	145800	220009	VERNS GREENHOUSE	101-20200	520.54
08/14	08/19/2014	145801	220014	VIKING INDUSTRIAL NORTH	101-20200	476.06
08/14	08/19/2014	145802	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	81,307.01
08/14	08/19/2014	145803	220002	VIRGINIA SURPLUS (DBA)	604-20200	540.00
08/14	08/19/2014	145804	220020	VISA OR AMERICAN BANK CC PMT	101-20200	2,039.01
08/14	08/19/2014	145805	8027	WILLIAM & SARA KLAMMER	604-20200	266.47
08/14	08/19/2014	145806	60038	WRIGHT EXPRESS FINAN SERV CORP	604-20200	8,516.63
08/14	08/19/2014	145807	240001	XEROX CORPORATION	101-20200	618.26

Totals

696,965.21

Payroll-PP Ending 8/15/14 109,580.71
 Electronic Trans.-Sales Tax 8/20/14 19,473.65
 TOTAL EXPENDITURES \$826,019.57



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.

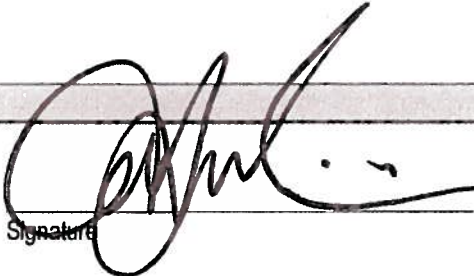

III. The energy vendor will:

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>		<u>8/20/14</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>		<u>08/21/14</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	



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 27, 2014

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

Re: City of Mountain Iron, MN
Unity Drive Improvements
Project No. MI13-07

Dear Mr. Wainio:

Enclosed please find Pay Request No. 5 for Unity Drive Improvements project in the amount of **\$7,997.26** 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. Jim Bougalis, Hibbing Excavating, Inc.

RECOMMENDATION OF PAYMENT

No. 5

Owner's Project No.: _____

Engineer's Project No.: MI13-07

Project: Unity Drive Improvements

CONTRACTOR: Hibbing Excavating, Inc., 3402 15th Avenue East, Hibbing, MN 55746

For Period Ending: August 27, 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 27, 2014

By  _____

STATEMENT OF WORK

Original Contract Price	\$ <u>586,445.50</u>	Work & Materials to Date	\$ <u>597,964.79</u>
Net Change Orders	\$ <u>13,000.00</u>	Amount Retained	\$ <u>17,938.94</u>
Current Contract Price	\$ <u>599,445.50</u>	Subtotal	\$ <u>580,025.85</u>
		Previous Payments	\$ <u>572,028.59</u>
		Amount Due this Payment	\$ <u>7,997.26</u>



Pay Request No. 5
 IMPROVEMENTS TO UNITY DRIVE CORRIDOR
 CITY OF MOUNTAIN IRON, MINNESOTA
 PROJECT NO: MI13-07

DATE: August 27, 2014

SPEC. NO.	ITEM	UNITS	EST. QUANTS	CONTRACTOR: HIBBING EXCAVATING INC.			
				UNIT COST	QUANTITY THIS PERIOD	QUANTITY TO DATE	TOTAL AMOUNT
2101.502	CLEARING AND GRUBBING	LUMP SUM	1	\$48,000.00		1.00	\$48,000.00
2104.501	REMOVE FENCE - POST AND WIRE	LIN. FT.	1,083	\$5.00		1,083.00	\$5,415.00
2104.501	REMOVE SEWER PIPE (CULVERTS)	LIN. FT.	124	\$5.00		124.00	\$620.00
2104.501	REMOVE CURB & GUTTER	LIN. FT.	15	\$25.00		15.00	\$375.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	34	\$15.00		492.00	\$7,380.00
2104.513	SAWING BITUMINOUS PAVEMENT	LIN. FT.	60	\$5.00		194.00	\$970.00
2104.521	SALVAGE WOVEN WIRE FENCE	LIN. FT.	194	\$5.00		0.00	\$0.00
2104.602	RELOCATE MISC. STRUCTURES	EACH	2	\$2,500.00		1.00	\$2,500.00
2105.501	COMMON EXCAVATION (PV)	CU. YD.	3,396	\$7.00		3,547.00	\$24,829.00
2105.503	ROCK EXCAVATION	CU. YD.	100	\$55.00		20.00	\$1,100.00
2105.607	SELECT GRANULAR BORROW (CV)	CU. YD.	3,017	\$12.00		3,214.00	\$38,568.00
2105.523	COMMON BORROW (CV)	CU. YD.	268	\$12.00		0.00	\$0.00
2105.525	TOPSOIL BORROW	CU. YD.	350	\$22.00		6.00	\$132.00
2105.603	CONSTRUCT DRAINAGE DITCH	LIN. FT.	2,162	\$7.00		2,350.00	\$16,450.00
2104.604	GEOTEXTILE FABRIC TYPE V	SQ. YD.	13,200	\$1.50		13,491.00	\$20,536.50
2211.503	AGGREGATE BASE (CV) CLASS V	CU. YD.	2,960	\$18.00		3,131.00	\$56,358.00
2221.503	AGGREGATE SHOULDERING (CV) CL.1	CU. YD.	396	\$18.00		400.00	\$7,200.00
2360.501	TYPE 5P 9.5 WEARING COURSE MIXTURE (3,C)	TON	2,070	\$73.00		1,190.18	\$86,883.14
2360.503	TYPE 5P 12.5 NON-WEAR COURSE MIXTURE (3,B)	TON	1,651	\$66.00		2,592.90	\$168,491.40
2501.511	12" CS PIPE CULVERT	LIN. FT.	152	\$22.00		314.00	\$6,908.00
2501.511	12" RC PIPE CULVERT	LIN. FT.	96	\$28.00		96.00	\$2,688.00
2501.511	24" RC PIPE CULVERT	LIN. FT.	144	\$38.00		144.00	\$5,472.00
2501.511	12" CS PIPE APRON	EACH	14	\$100.00		20.00	\$2,000.00
2501.515	12" RC PIPE APRON	EACH	5	\$450.00		5.00	\$2,250.00
2501.515	24" RC PIPE APRON	EACH	6	\$750.00		6.00	\$4,500.00
2503.511	6" PVC PIPE SEWER -	LIN. FT.	223	\$22.00		173.00	\$3,806.00
2503.511	8" PVC PIPE SEWER - SDR 35	LIN. FT.	15	\$50.00		25.00	\$1,250.00
2503.541	12" RC PIPE SEWER 3006 CL III	EACH	60	\$44.00		82.00	\$3,608.00
2503.602	8"x6" PVC WYE	EACH	4	\$275.00		5.00	\$1,375.00
2503.602	TRACER WIRE ACCESS BOX	EACH	7	\$75.00		5.00	\$375.00
2503.602	CONNECT TO EXISTING MANHOLE (SIAN)	EACH	3	\$1,500.00		1.00	\$1,500.00
2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	3	\$250.00		5.00	\$1,250.00
2504.608	DUCTILE IRON FITTINGS	POUNDS	230	\$4.00		115.00	\$460.00
2504.602	ADJUST VALVE BOX - WATER	EACH	5	\$150.00		10.00	\$1,500.00
2504.602	ADJUST CURB BOX	EACH	4	\$250.00		2.00	\$500.00
2504.602	3/4" CORPORATION STOP	EACH	6	\$275.00		5.00	\$1,375.00
2504.602	3/4" CURB STOP & 1.5" BOX	EACH	6	\$375.00		5.00	\$1,875.00
2504.602	CONNECT TO EXISTING WATERMAIN	EACH	2	\$1,800.00		1.00	\$1,800.00
2504.602	6" GATE VALVE AND BOX	EACH	2	\$1,250.00		1.00	\$1,250.00
2504.603	6" WATERMAIN DUCTILE IRON CL. 52	LIN. FT.	66	\$65.00		15.00	\$975.00
2504.603	3/4" TYPE K COPPER	LIN. FT.	164	\$25.00		164.00	\$4,100.00
2504.604	2" INSULATION	SQ. YD.	20	\$20.00		8.00	\$160.00
2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	LIN. FT.	4.7	\$250.00		9.40	\$2,350.00
2506.516	CASTING ASSEMBLY	EACH	1	\$500.00		1.00	\$500.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	7	\$200.00		8.00	\$1,600.00
2506.603	RECONSTRUCT SANITARY MANHOLES	LIN. FT.	7	\$400.00		7.00	\$2,800.00
2511.501	RANDOM RIPRAP CLASS III	CU. YD.	75	\$55.00		25.00	\$1,375.00
2540.602	RELOCATE MAIL BOX	EACH	10	\$100.00		15.00	\$1,500.00
2575.505	SODDING TYPE LAWN	SQ. YD.	350	\$8.75	60.00	60.00	\$525.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$2,500.00		1.00	\$2,500.00
2564.602	FBI SIGN PANEL (STOP SIGN) NOT INCL. POST	EACH	1	\$100.00		0.00	\$0.00
2573.502	SILT FENCE - PREASSEMBLED	LIN. FT.	1,580	\$3.10		1,426.00	\$4,420.60
2573.530	STORM DRAIN INLET PROTECTION	EACH	4	\$100.00		0.00	\$0.00
2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$1,500.00		2.00	\$3,000.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	1	\$2,200.00		1.00	\$2,200.00
2575.602	SEDIMENT BASIN	EACH	4	\$2,500.00		4.00	\$10,000.00
Extra	Striping - Double Yellow	Lin.Ft.	3,040	\$0.55		3,040.00	\$1,672.00
Extra	Ditching	Lump Sum	1	\$13,000.00		1.00	\$13,000.00
Extra	Double Yellow Epoxy Striping	Lin.Ft.		\$2.10	3,424.00	3,424.00	\$7,190.40
Extra	White epoxy Striping	Lin.Ft.		\$1.05	6,235.00	6,235.00	\$6,546.75

CONTRACT AMOUNT: \$599,445.50

COMPLETED TO DATE: \$597,964.79

LESS RETAINAGE: (\$17,938.94)

SUBTOTAL PAY REQUEST #5: \$580,025.85

LESS PREVIOUS PAYMENTS: (\$572,028.59)

TOTAL PAY REQUEST #5: \$7,997.26

COUNCIL LETTER 090314-IVF1

PUBLIC WORKS

SALE OF TRANSFORMERS

DATE: August 28, 2014

FROM: Utility Advisory Board

Mike Downs
Director of Public Works

It was moved by Hellyer and supported by Matanich to recommend to the City Council that the transformers be sold to T& R Electric Supply Co. Inc. per their submitted quote of \$3.50 per KVA for 48 single phase transformers and \$1000.00 each for four 225 KVA three phase padmount transformers along with taking 15 KVA transformers with no core and a damaged padmount transformer at no charge. The motion carried.

Michael Downs

From: Mike Preheim [mike.preheim@trelectric.com]
Sent: Thursday, August 14, 2014 4:01 PM
To: Michael Downs
Subject: FW: PCB Test Report
Attachments: SCAN3380_000.pdf

From: Mike Preheim
Sent: Thursday, August 14, 2014 3:06 PM
To: 'mdowns@ci.mountain-iron.mn'
Subject: PCB Test Report

Hi Mike,

Attached, you will find a copy of the PCB test report from our lab. You will note, they tested fine. We would like to offer you the following for your consideration:

\$3.50 per KVA (THREE DOLLARS & FIFTY CENTS PER KVA) for 48 single phase transformers
1580 Total KVA per the PCB test report

\$1000.00 each (ONE THOUSAND DOLLARS EACH) for 4 each
225 KVA Three Phase Padmount Transformers per the PCB test report

The above offers include units being loaded onto our truck by seller. We will take the 15 KVA transformer with no core at no charge. Also the damaged padmount transformer we will take at no charge as well.

Thanks Mike. If you have any questions, please feel free to contact me.

Regards,

Mike Preheim
Purchasing
T&R Electric Supply Co Inc



Call Toll Free 800.843.7994
 Fax 605.534.3861
 www.t-r.com

"THE TRANSFORMER PEOPLE"®

Analysis Report

8/06/2014
 8:16:05

Customer: 714 MOUNTAIN IRON LIGHT & WATER DEPT
 Sample ID Range: M209CR to M262CR
 Test Date Range:
 Batch ID:

SAMPLE ID	DESCRIPTION	PCB ANALYSIS
-----	-----	-----
M209CR	25 KVA, JERRY'S ELECTRIC Serial Number: 71288-11	Less than 2 ppm
M210CR	37 KVA, LINE MATERIAL Serial Number: 1673597	Less than 2 ppm
M211CR	37 KVA, LINE MATERIAL Serial Number: 1668303	Less than 2 ppm
M212CR	50 KVA, T&R ELECTRIC Serial Number: 038045	29 ppm
M213CR	25 KVA, GENERAL ELECTRIC Serial Number: 9861262	Less than 2 ppm
M214CR	5 KVA, JERRY'S ELECTRIC Serial Number: 41789-10	2 ppm
M215CR	50 KVA, CENTRAL MOLONEY Serial Number: 2832482-33	Less than 2 ppm
M216CR	25 KVA, WESTINGHOUSE Serial Number: 61AD4678	Less than 2 ppm
M217CR	25 KVA, JERRY'S ELECTRIC Serial Number: 71288-10	Less than 2 ppm
M218CR	50 KVA, JERRY'S ELECTRIC Serial Number: 101890-5	Less than 2 ppm
M219CR	37 KVA, WESTINGHOUSE Serial Number: 56H31886	3 ppm
M220CR	37 KVA, WESTINGHOUSE Serial Number: 56H31888	3 ppm
M221CR	25 KVA, ALLIS-CHALMERS Serial Number: 3060213	Less than 2 ppm

Analysis Report

8/06/2014
8:16:05

Customer: 714 MOUNTAIN IRON LIGHT & WATER DEPT
 Sample ID Range: M209CR to M262CR
 Test Date Range:

Batch ID:

SAMPLE ID	DESCRIPTION	PCB ANALYSIS
-----------	-------------	--------------

M222CR	15 KVA, JERRY'S ELECTRIC Serial Number: 61190-12	2 ppm
M223CR	25 KVA, JERRY'S ELECTRIC Serial Number: 71288-9	Less than 2 ppm
M224CR	25 KVA, ALLIS-CHALMERS Serial Number: 3060211	Less than 2 ppm
M225CR	37 KVA, WESTINGHOUSE Serial Number: 56H31889	3 ppm
M226CR	25 KVA, LINE MATERIAL Serial Number: 1868435	42 ppm
M227CR	15 KVA, JERRY'S ELECTRIC Serial Number: 61190-11	2 ppm
M228CR	15 KVA, WESTINGHOUSE Serial Number: 55J9769	Less than 2 ppm
M229CR	15 KVA, ERMCO Serial Number: 70508077205	Less than 2 ppm
M230CR	25 KVA, T&R ELECTRIC Serial Number: 040363	35 ppm
M231CR	10 KVA, GENERAL ELECTRIC Serial Number: C118502	6 ppm
M232CR	10 KVA, JERRY'S ELECTRIC Serial Number: 71388-4	Less than 2 ppm
M233CR	45 KVA, WESTINGHOUSE Serial Number: 5092361	5 ppm
M234CR	25 KVA, T&R ELECTRIC Serial Number: 040358	41 ppm
M235CR	50 KVA, CENTRAL MOLONEY Serial Number: 2832482-12	Less than 2 ppm
M236CR	50 KVA, CENTRAL MOLONEY Serial Number: 2832482-29	Less than 2 ppm
M237CR	50 KVA, CENTRAL MOLONEY Serial Number: 2832482-35	Less than 2 ppm
M238CR	25 KVA, WESTINGHOUSE Serial Number: 61AA3480	Less than 2 ppm
M239CR	25 KVA, GENERAL ELECTRIC Serial Number: C455907	3 ppm

Analysis Report

8/06/2014

8:16:05

Customer: 714 MOUNTAIN IRON LIGHT & WATER DEPT

Sample ID Range: M209CR to M262CR

Test Date Range:

Batch ID:

SAMPLE ID	DESCRIPTION	PCB ANALYSIS
M240CR	25 KVA, LINE MATERIAL Serial Number: 1652990	Less than 2 ppm
M241CR	25 KVA, LINE MATERIAL Serial Number: 1603821	Less than 2 ppm
M242CR	25 KVA, KUHLMAN Serial Number: C34864	2 ppm
M243CR	25 KVA, LINE MATERIAL Serial Number: 1653001	Less than 2 ppm
M244CR	25 KVA, GENERAL ELECTRIC Serial Number: C478990	3 ppm
M245CR	25 KVA, GENERAL ELECTRIC Serial Number: 41889-9	Less than 2 ppm
M246CR	25 KVA, ALLIS-CHALMERS Serial Number: 2769253	Less than 2 ppm
M247CR	37 KVA, GENERAL ELECTRIC Serial Number: C871570-66Y	Less than 2 ppm
M248CR	37 KVA, WESTINGHOUSE Serial Number: 58A9513	41 ppm
M249CR	37 KVA, WESTINGHOUSE Serial Number: 58B11700	14 ppm
M250CR	37 KVA, GENERAL ELECTRIC Serial Number: D116959-57P	2 ppm
M251CR	37 KVA, GENERAL ELECTRIC Serial Number: D897881-59Y	Less than 2 ppm
M252CR	75 KVA, GENERAL ELECTRIC Serial Number: C487906	3 ppm
M253CR	50 KVA, WESTINGHOUSE Serial Number: 76A523132	2 ppm
M254CR	75 KVA, GENERAL ELECTRIC Serial Number: C495592	3 ppm
M255CR	75 KVA, GENERAL ELECTRIC Serial Number: C51976456P	6 ppm
M256CR	25 KVA, RTE Serial Number: 681026311	13 ppm
M257CR	225 KVA, CENTRAL MOLONEY Serial Number: 102263303	Less than 2 ppm

Analysis Report

8/06/2014
8:16:05

Customer: 714 MOUNTAIN IRON LIGHT & WATER DEPT
 Sample ID Range: M209CR to M262CR
 Test Date Range:
 Batch ID:

SAMPLE ID	DESCRIPTION	PCB ANALYSIS
-----	-----	-----
M258CR	225 KVA, ABB Serial Number: 99J908265	Less than 2 ppm
M259CR	225 KVA, CENTRAL MOLONEY Serial Number: 102263302	Less than 2 ppm
M260CR	225 KVA, CENTRAL MOLONEY Serial Number: 102263301	Less than 2 ppm
M261CR	KVA, Serial Number: NO NAMEPLATE	2 ppm
M262CR	15 KVA, RTE Serial Number: 2302025	Less than 2 ppm

COUNCIL LETTER 090314-IVG1

PERSONNEL COMMITTEE

BUILDING OFFICIAL

DATE: August 28, 2014

FROM: Personnel Committee

Craig J. Wainio
City Administrator

The Personnel Committee recommends the hiring of Brian Green as the Certified Building Official for the City of Mountain Iron.



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 13, 2014

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

Re: City of Mountain Iron
Bluebell/Unity Drive Storm Drainage Improvements
Project No.: MI14-09

Dear Mr. Wainio;

Attached to this letter are three options for proposed drainage improvements to correct excessive standing water issues at the corner of Bluebell Avenue & Unity Drive.

The proposed options range in cost from approximately \$38,000 to \$55,000. At this time, the City Council needs to decide which option to pursue, whether City forces complete the work, or if our office should be authorized to complete a quote package and obtain quotes to do the selected option.

If you have any specific questions, please contact our office at 218.735.8914. Please let us know if you would like us to proceed on this project.

Sincerely,
Benchmark Engineering, Inc.

Eric E Fallstrom, P.E.
Vice President

Enclosures



ENGINEER'S ESTIMATE OF QUANTITIES AND OPINION OF PROBABLE COST
 2014 STORM DRAINAGE IMPROVEMENT-BLUEBELL AVE.
 CITY OF MOUNTAIN IRON, MINNESOTA
 PROJECT NO: MI14-09

12" CP PIPE OPTION

SPEC. NO.	ITEM	UNITS	UNIT COST	EST. QUANTS	AMOUNT
2101.511	CLEARING AND GRUBBING	LUMP SUM	\$4,000.00	1.0	\$4,000.00
2104.503	REMOVE CONCRETE SIDEWALK	SQ. FT.	\$1.00	1,275.0	\$1,275.00
2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	\$25.00	30.0	\$750.00
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN. FT.	\$5.00	56.0	\$280.00
2104.523	SALVAGE MAIL BOX AND SUPPORT	EACH	\$50.00	1.0	\$50.00
2105.501	COMMON EXCAVATION	CU. YD.	\$8.00	21.0	\$168.00
2104.523	SALVAGE MAIL BOX AND SUPPORT	EACH	\$50.00	1.0	\$50.00
2105.525	TOPSOIL BORROW (LV)	CU. YD.	\$25.00	38.0	\$950.00
2211.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	\$20.00	21.0	\$420.00
2503.511	12" CP PIPE SEWER	LIN. FT.	\$50.00	418.0	\$20,900.00
2503.602	CONNECT TO EXISTING MANHOLES (STORM)	EACH	\$400.00	1.0	\$400.00
2506.501	CONST. DRAINAGE STRUCTURE DES. N	LIN. FT.	\$300.00	4.7	\$1,410.00
2506.501	CONST. DRAINAGE STRUCTURE DES. SPECIAL	LIN. FT.	\$325.00	9.4	\$3,055.00
2506.516	CASTING ASSEMBLY	EACH	\$700.00	1.0	\$700.00
2506.516	GRATE CASTING FOR DRAINAGE STRUCT. DES. SPECIAL	EACH	\$300.00	2.0	\$600.00
2521.501	4" CONCRETE WALK	SQ. FT.	\$6.00	1,275.0	\$7,650.00
2531.507	7" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	\$55.00	30.0	\$1,650.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$3,000.00	1.0	\$3,000.00
2573.530	STORM DRAIN INLET PROTECTION	EACH	\$100.00	1.0	\$100.00
2575.505	SODDING TYPE LAWN	SQ. YD.	\$6.00	460.0	\$2,760.00

ESTIMATED CONSTRUCTION COST: \$50,168.00
 CONTINGENCY (10%): \$5,016.80

ESTIMATED CONSTRUCTION COST: \$55,184.80



 BENCHMARK ENGINEERING, INC.



**BENCHMARK
ENGINEERING, INC.**

8879 Main Street
P.O. Box 251
Mountain Iron, MN 55785
Phone: 218-735-8814
Fax: 218-735-8823
E-Mail: info@ben-eng.com
Website: www.ben-eng.com

- CIVIL ENGINEERING
- ENVIRONMENTAL ENGINEERING
- PLANNING
- SURVEYING
- MARKING
- LAND DATA BASE MAPPING

PROJECT NO: M14-09
DATE: JULY 2014
DRAWN BY: JBA
CHECKED BY: AJJ

DATE	REVISIONS	DESCRIPTION

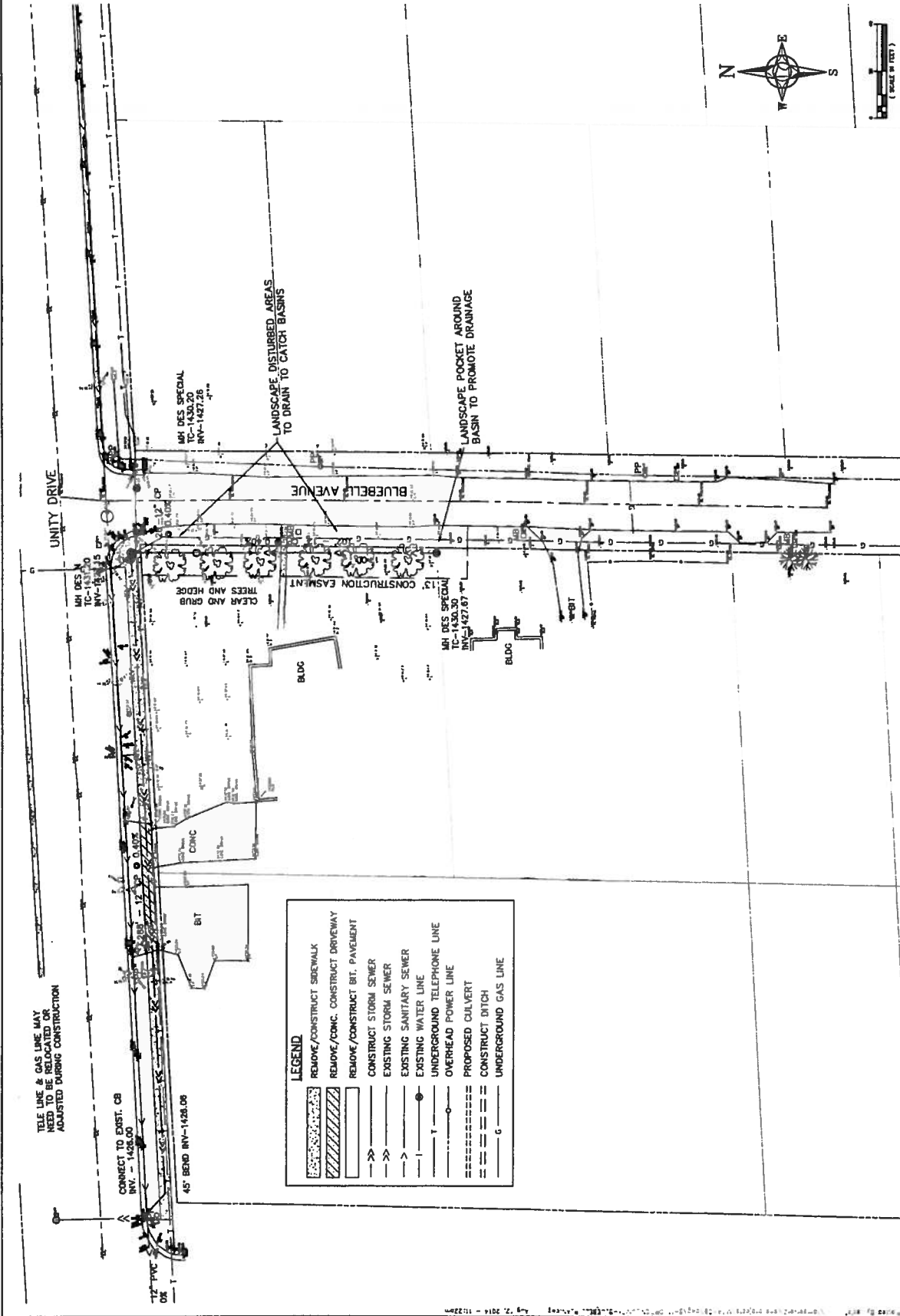
**BLUEBELL & UNITY
DRAINAGE IMPROVEMENTS**

MTN. IRON, MINNESOTA

12" CP OPTION

SHEET NO.

1 OF 1



TELE LINE & GAS LINE MAY
NEED TO BE RELOCATED OR
ADJUSTED DURING CONSTRUCTION

CONNECT TO EXIST. CS
INV. - 1430.00

45° BEND INV-1128.06

LEGEND

	REMOVE/CONSTRUCT SIDEWALK
	REMOVE/CONC. CONSTRUCT DRIVEWAY
	REMOVE/CONSTRUCT BIT. PAVEMENT
	CONSTRUCT STORM SEWER
	EXISTING STORM SEWER
	EXISTING SANITARY SEWER
	EXISTING WATER LINE
	UNDERGROUND TELEPHONE LINE
	OVERHEAD POWER LINE
	PROPOSED CULVERT
	CONSTRUCT DITCH
	UNDERGROUND GAS LINE







DOING
THE MOST
GOOD

NORTHERN DIVISION HEADQUARTERS

2445 Prior Avenue North
Roseville, MN 55113
p: 651-746-3400
f: 651-746-3410
SalvationArmyNorth.org

André Cox, *General*
Paul R. Seiler, *Territorial Commander*
Lt. Colonel Robert E. Thomson, *Divisional Commander*

August 19, 2014

Dear Friend:

Greetings from The Salvation Army's HeatShare

Thank you for being an active participant of the HeatShare program. Hopefully, we can again count on your community to be a part of our HeatShare network. HeatShare is celebrating it's 33th year thanks to the commitment of utilities such as yours.

HeatShare is a positive way for you to reach out to customers in need especially with higher energy costs for everyone this year. There are many households who have limited resources to turn to, especially after the state programs are closed or unavailable.

I have enclosed a copy of the agreement with The Salvation Army and utilities participating in HeatShare. Please present this to your governing authorities to review and sign. A self-addressed stamped envelope is enclosed for your convenience. A fully executed agreement will be returned to you.

We are asking that you do one or more of the following:

Distribute bill inserts

Use your web site,

Use your utility newsletter

to solicit donations for HeatShare. I have enclosed examples to show what some utilities have done.

Our new web site address is: www.heatshare.org.

If you have any questions about HeatShare, or need to place an order for more bill inserts, please contact me at 651-746-3542.

Our program continues to be a success in Minnesota, thanks to individuals and organizations like you.

Thank you for your support.

Sincerely,

Michael McGlone
Statewide HeatShare Director

MM:ra
enclosure

Home Account Services Salvation Army Heat Share



For Your Home

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- ▶ Water Conservation
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- ▶ MPS Service Rates
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Salvation Army Heat Share



Some of your neighbors will be cold this winter. You can do something about it.

Why Give to HeatShare?

When you give to HeatShare, you are helping warm the lives of the elderly, disabled and others who have nowhere else to turn. HeatShare is a last resort for many who have no other resources available to safely get them and their families through the winter.

Administered by the Salvation Army, HeatShare is a voluntary program that helps the needy survive our long, Minnesota winters by providing funds for heating bills and heating-related repairs.

Who Benefits from HeatShare?

- Senior citizens 55 years of age or older with low, fixed incomes and not alternate source of help.
- Those disabled by physical limitations and/or health problems, restricting their ability to maintain income to cover energy bills adequately.
- Those who have had an unexpected emergency within the last 12 months and as a result of the emergency cannot pay energy costs.
- Those who meet income guidelines and have not received or applied for all other possible public funds.

Who Supports HeatShare?

Hundreds in your community help with HeatShare. Your neighbors, your friends, people in big cities and corporations, and people in small towns and self-owned businesses.

And you can help give the gift of heat, too, by sending a tax deductible contribution to Moorhead Public Service using the downloadable form available here (Please make checks payable to HeatShare), or donating online by at <http://www.thesalarmy.com/serv/heatshare.htm>. HeatShare is one way a small gift of kindness can make a big difference in someone else's life. And you can make that difference!

How Else Can HeatShare Help?

- Energy Conservations and Education
- Budget Counseling
- Financial Assistance
- Family Counseling
- Social Service Information & Referrals

Yes! I want to give my neighbors the gift of heat this winter season.

- Please download this form and enclose it with your Moorhead Public Service bill. Please make check payable to HeatShare.
- Donate online: <http://www.thesalarmy.com/serv/heatshare.htm>

If you have any questions, or would like more information about the HeatShare program, please visit <http://www.thesalarmy.com/serv/heatshare.htm> or contact the Salvation Army at 1.800.842.7279.

Valid XHTML and CSS

© 2014 Moorhead Public Service | 500 Center Avenue, P.O. Box 779 | Moorhead, MN 56561-0779
 mps@mpsutility.com | phone 218.477.8000 | fax 218.477.8020 | Administrative Login



Give to HeatShare
Share the warmth this winter.

A warm, cozy home is easy to take for granted. Unfortunately, there are those who may find it hard to pay their winter heating bills.

You can make a difference through HeatShare. Administered by The Salvation Army and supported by CenterPoint Energy and other area utilities, HeatShare helps pay the heating-related bills for elderly, physically challenged and low income persons in need. [Watch a video testimonial](#)

Our employees, retirees, and customers join us in generously providing for this fund. With today's higher energy costs, your contribution is more important than ever. **Won't you help us care for those in need?**



[Close Window](#)

Every contribution to HeatShare is greatly appreciated. To make a contribution, please complete the form below.

Account Number

Email Address

Name

Address

City

State Zip

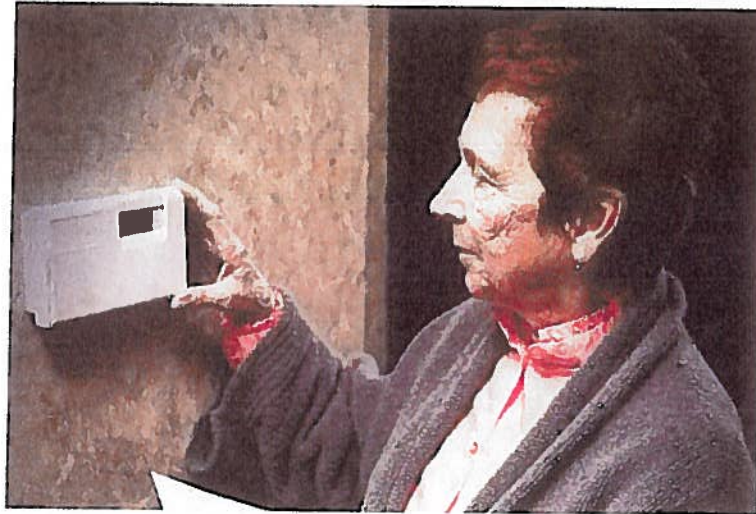
You can contribute to HeatShare in one of two convenient ways. Select one of the following:

- I would like to make a **recurring** contribution, to be billed to my account each month in the amount of:
 - \$2.00 \$5.00 \$10.00
 - \$25.00 Other \$.00
- I would prefer to make a **one-time** contribution, to be billed to my account next month only:

Contribution amount: \$.00



NORTHERN DIVISION
DOING THE MOST GOOD



HEATSHARE FAST FACTS

HeatShare is a Salvation Army program that provides emergency utility assistance for people with no place left to turn. The program is funded in part by Salvation Army donors and customers of local utility companies ([donate online](#)). Funds are typically used to pay for natural gas, oil, propane, wood, electricity and emergency furnace repairs.

HeatShare is offered at most Salvation Army operation centers in Minnesota and North Dakota. In communities where HeatShare funding isn't available, other Salvation Army partners may have resources. Call 1-800-842-7279 to get assistance in your area.

Watch a video testimonial

How can I donate?

You can easily [donate online](#). You can also call 800-SAL-ARMY (725-2769) and designate your donation to "HeatShare" or make a donation on your monthly utility bill (contact your provider). All donations are tax-deductible.

Who uses HeatShare?

- Low-income seniors
- Disabled people unable to maintain a steady income
- Anybody experiencing an unexpected financial emergency

How do I know if I qualify for assistance?

HeatShare is unlike other heat assistance programs because it's based almost exclusively on need. Though families must first prove they've been denied county or other assistance, their eligibility for HeatShare is then determined by only two factors – need and available HeatShare funding.

How is HeatShare funded?

Financial support comes from utility customers and people like you who [give online to Salvation Army HeatShare](#) or via their monthly utility bills (most providers include a HeatShare donation option in statements). Additional support comes from local utility companies and other organizations.

What is HeatShare's impact?

The program has provided more than \$32 million worth of assistance since 1982. Annually, more than 4,000 households receive an average of \$370 to keep their homes warm.

What else does HeatShare provide?

- Energy conservation education
- Budget and family counseling
- Social services information and referrals

What is HeatShare's budget?

Nearly \$1.5 million a year. But that still isn't enough. Year after year, requests for assistance are typically greater than the available resources. Annually, nearly 40,000 households request HeatShare assistance but only about 4,000 receive it.

Why do so many people need HeatShare?

HeatShare is a last resort for people who've exhausted all other private and government assistance programs. Although HeatShare does not receive government funding, the amount of government funds available for other heating assistance programs directly impacts HeatShare. When funding for these other programs runs out, more people need HeatShare.

Which companies and organizations support HeatShare?

Among others, CenterPoint Energy, Xcel Energy, MERC, Minnesota Power, Rural Electric Associations of Minnesota, Minnesota Municipal Utilities, Minnesota Mechanical Contractors Association, Duluth ComfortSystems and Minnesota Active Retirees.

About Minnesota's Cold Weather Rule

HEATSHARE PROGRAM AGREEMENT

COMES NOW, Mountain Iron Public Utilities, in joint partnership with The Salvation Army, an Illinois Corporation (The Salvation Army), submits its joint customer contribution fund program plan as follows:

PROGRAM NAME:

HeatShare (A voluntary non-governmental program of The Salvation Army) which has been in existence since 1982.

PURPOSE:

The purpose of this energy related program, shall be to advance the common good and general welfare of the people by soliciting voluntary contributions from customers and employees to assist needy Minnesotans with energy related problems, including but not limited to residential heating bills, repairs on home heating equipment, and shut offs; and to provide assistance in reducing the cost of utilities for qualified low-income elderly, disabled, and others with special needs who have difficulty paying their energy related expenses.

CUSTOMER NOTIFICATION:

Customers will be notified through Mountain Iron Public Utilities. Notifications will be made via bill inserts, websites and/or newsletters. In addition, press releases and media notification will be utilized when appropriate and beneficial to HeatShare and Mountain Iron Public Utilities.

TRANSFER/DISTRIBUTION OF FUNDS:

Mountain Iron Public Utilities will transfer funds to The Salvation Army on a regular basis in amounts equal to contributions received and processed prior to such date. Funds will be allocated by each Salvation Army unit corresponding to Mountain Iron Public Utilities in direct proportion to donations received from their area. On an exceptional basis, The Salvation Army, will have at their discretion, the authority to adjust the distribution of funds where they deem fit. A minimum of 85% of the funds will be used in the distribution of funds as per the attached guidelines A-1 and A-2.

IMPLEMENTATION:

Implementation is scheduled with the insertion of customer notification/authorization in at least one monthly bill or newsletter each year thereafter, unless this agreement is terminated.

ADDITIONAL:

Mountain Iron Public Utilities proposes at this time to defray the expense of solicitation through paying of bill insert costs, any promotional costs deemed necessary, and the cost of collection and transmittal of contributions.

EFFECTIVE DATE:

This plan becomes effective this October 1, 2014, and stays effective until September 30, 2015, or until Mountain Iron Public Utilities or The Salvation Army terminates this agreement by giving a 90 day written notice to the other party.

NOTICE:

The Salvation Army will follow the operational guidelines (A-1 and A-2) attached hereto. Notices shall be deemed given upon personal delivery, or when deposited in the United States mail, postage prepaid and addressed as follows:

If to Mountain Iron Public Utilities:

Attn: Craig Wainio
Title: City Administrator
Address: 8586 Enterprise Dr S
Mountain Iron, MN 55768
Phone: 218-748-7570

If to The Salvation Army:

Attn: Mike McGlone
Title: Statewide HeatShare Director
Address: 2445 Prior Avenue
Roseville, MN 55113
Phone: 651-746-3542

WHEREFORE, Mountain Iron Public Utilities, requests that its proposed joint customer contribution fund program be approved as submitted.

By: _____

Title: _____

Attest: _____

Title: _____

Dated the _____ day of _____ 2014

The Salvation Army

An Illinois Corporation

By: _____

Title: Divisional Commander

Attest: _____

Title: Statewide HeatShare Director

Dated the _____ day of _____ 2014

**THE SALVATION ARMY
HEATSHARE PROGRAM
GUIDELINES**

TO QUALIFY FOR ASSISTANCE FROM HEATSHARE:

1. Applicants must have a final or shut off notice and;
2. Applicants must be income eligible as per Attachment A-2 and;
3. Applicants must have applied for assistance previously from other available public or private agencies and;
4. Applicants must reside in the designated areas where funds are raised for the program.
5. Applicants must be:
 - a. 55 years of age or older, or disabled/handicapped, such that financial assistance from the HeatShare program would relieve a substantial need or
 - b. Circumstances have arisen which deplete an individuals or families immediate cash resources. For example, an illness, major repair bill or sudden lay off, may leave a family, usually able to cope with insufficient cash resources to meet heating needs even though normally they have sufficient income to do so.
 - c. After initial assistance has been received, if an underlying problem exists (such as a client paying more rent than their income will allow) attempts must be made to remedy the situation before further assistance will be given.
 - d. Households who request assistance in consecutive years will be asked to participate in activities to strengthen the self-sufficiency of the family.
6. Assistance is available only once per year at a maximum of \$400.
7. Types of assistance granted will be for natural gas, electric, fuel oil, and propane.

Note: These are guidelines and on occasion, due to extenuating circumstances, clients may be given special considerations.

**THE SALVATION ARMY
HEATSHARE INCOME GUIDELINES**

2014-2015 ANNUAL NET INCOME

HOUSEHOLD SIZE	TOTAL ANNUAL INCOME	TOTAL MONTHLY INCOME	TOTAL HOURLY WAGE
1	\$21,184	\$1,765	\$10.85
2	\$27,702	\$2,309	\$14.22
3	\$34,220	\$2,852	\$17.67
4	\$40,738	\$3,395	\$20.89
5	\$47,256	\$3,983	\$23.99
6	\$53,774	\$4,481	\$27.35
7	\$54,996	\$4,583	\$27.93
8	\$56,219	\$4,685	\$28.62
9	\$57,441	\$4,787	\$29.21
10	\$58,663	\$4,889	\$29.83
11	\$59,885	\$4,990	\$30.47
12	\$61,107	\$5,092	\$30.99

The above guidelines are based on 50% of State Median Income.

COUNCIL LETTER 090314-VIB

AFSCME

LABOR MANAGEMENT MEETING

DATE: August 28, 2014

FROM: Craig J. Wainio
City Administrator

AFSCME is requesting that a Labor Management Meeting be called on September 10, 17 or 24.

COUNCIL LETTER 090314-VIC

CITY COUNCIL

COW MEETING

DATE: August 28, 2014

FROM: City Council

Craig J. Wainio
City Administrator

As requested at the last regular meeting, the setting of a Committee-of-the-Whole meeting is being placed on the agenda.

COUNCIL LETTER 090314-VID

ELECTIONS

ELECTION JUDGE

DATE: August 28, 2014

FROM: Craig J. Wainio
City Administrator

Staff is requesting authorization to hire Brianna Forseen as an election judge to serve in a reserve capacity for the upcoming general election.

COMMUNICATIONS
SEPTEMBER 3, 2014

1. Minnesota Department of Education, a thank you for submitting the 2013 Annual Library report.
2. MediaCom, a letter information the City of the addition of the SEC Network to the channel line-up.
3. Range Recreation Civic Center's Board of Directors, requesting the annual contribution of \$6,577.20. *
4. Club Mesabi, Inc., a thank you from the Great River Energy Mesabi Trail Tour for the support and allowing the start and rest stop location in the City.

* Council action required

August 15, 2014

Alan Stanaway, President
Board of Trustees
Mountain Iron Public Library
5152 Spirit Lake Road
Mt. Iron, MN 55768

Dear Mr. Stanaway,

Thank you for supporting the preparation and submission of your library's 2013 Annual Report. I am pleased to inform you it has been reviewed, edited in consultation with library staff, and accepted. The data from your library has been submitted to the federal Public Library Survey, and is being reviewed by Census Bureau staff. If they have questions, I will contact your library to make adjustments.

Annual reports provide valuable information about Minnesota's libraries and the services they offer. For example, based on preliminary 2013 data, libraries offered:

- Nearly 36,000 programs for children that drew almost a million participants.
- Public access to thousands of computers and mobile devices, resulting in nearly 6 million public Internet sessions.
- Nearly 15 million books in print, supplemented by access to over 3 million electronic books.

Also, the public made over 25 million visits to the library, and checked out over 54 million items in various formats (print, audiovisual, electronic, and more).

When fully reviewed, the annual reports for all Minnesota public libraries will be posted on State Library Services' website and on the federal Public Libraries in the United States Survey site.

Thank you for what you do to strengthen your library's service to the community.

Regards,



Mary Ann Van Cura
State Data Coordinator, State Library Services
Voice: 651-582-8632, Email: maryann.vancura@state.mn.us

Cc: Sally Peterangelo, Library Director (via email)



Theresa Sunde
Government Relations Manager

Via Email (revised version)

August 21, 2014

Dear LMCC Commissioners:

Mediacom is happy to announce the addition of the SEC Network to your channel line-up. For the next 30 days we will be providing a preview of the SEC Network. The SEC network will be permanently added to the Mediacom channel line-up on or around September 22, 2014.

Digital Sports and Information Tier Channel 188
Digital Sports and Information Tier High Definition Channel 761

For newer TV's, it may be necessary to reprogram or re-scan your TV. Additional Equipment or services may be required. Mediacom customers may call 866-609-6180 for more information.

Should you have any questions please feel free to contact me at 507-837-4878 or email me at tsunde@mediacomcc.com.

Sincerely,

Theresa Sunde



August 15, 2014

Mr. Craig Wainio
City of Mt. Iron
5372 Mineral Ave.
Mt. Iron, MN 55768

Dear Craig,

The Range Recreation Civic Center's Board of Directors would like to respectfully submit this letter of request for the annual contribution of funds from the City of Mt. Iron for the year 2015.

After careful consideration the Quad Cities Joint Powers Board is requesting the same appropriation received in the past three years, the amount of: \$39,150.00.

The allocation of funds is utilized directly for building maintenance and capital improvements. The Board of Directors feels to maintain the integrity of our beautiful facility the budget should remain consistent with the past few years.

I have listed below the amount requested from each city. If you have any questions, please feel free to call Peggy at 742-9349.

	<u>% population</u>	<u>Amount</u>
Virginia	51.3%	20,083.95
Eveleth	21.6%	8,456.40
Mt. Iron	16.8%	6,577.20
Gilbert	10.3%	<u>4,032.45</u>
		\$39,150.00

We would like to extend our sincere appreciation for your continued support of the Range Recreation Civic Center.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peggy Giese', is written over a faint circular watermark.

Peggy Giese
RRCC Board Assistant

CC: Mayor Gary Skalko

August 26, 2014



Club Mesabi, Inc.
Great River Energy Mesabi Trail Tour
PO Box 139
Virginia, MN 55792
218-749-4331

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

Dear Craig,

A huge THANK YOU goes out to you and everyone at the City for your wonderful support of Great River Energy Mesabi Trail Tour and for allowing us to use Mountain Iron as a tour start location & rest stop. August 2nd was an absolutely glorious day to ride a bicycle on the Mesabi Trail and celebrate our 10th anniversary. Almost 720 riders enjoyed great weather, great food, great music, great company and a healthy dose of "Northern Minnesota nice". We continue to receive high reviews year after year, as many riders make the tour a family tradition and invite new family and friends to join us as well:

"The Mesabi Trail Tour has been and continues to be the premier bike tour in all of Minnesota!"

"We had high expectations from last year and they were met or exceeded. So, a "tip of the hat" to you and your organizing team."

"Thank You! I have ridden in many organized rides, and this ride was excellent. Very well organized and great volunteers."

"We love this ride and event - plan our summer around it."

"Best ride in Minnesota."

"Had a very good experience and lots of fun. A number one class act event in my opinion."

"A delightful tour. Done top notch year in and year out. Look at all the smiles and people walking around stiffly (and still smiling)."



It's only through the support of our local communities that we are able to showcase our region and the Mesabi Trail in such a fun and exciting way. Thanks to your support, we have gained a reputation as a consistently high quality, well organized and extremely well received event.

Thanks again from the Club Mesabi Board of Directors, Club Mesabi and Mesabi Trail staff, all our riders and volunteers for helping make this fantastic event possible, we truly could not do it without you. We look forward to an opportunity to work with you again in the future.

Yours truly,

Ardy Nurmi-Wilberg
Club Mesabi Inc., Executive Director / Great River Energy Mesabi Trail Tour, Tour Director