

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
TUESDAY, SEPTEMBER 8, 2015 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the August 17, 2015, meeting (#1-11)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications (#44-46)
- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - 1. CGMC Membership (#12-14)
 - 2. Extension Agreement with Minnesota Power (#15)
 - C. Library Director/Special Events Coordinator's Report
 - D. Sheriff's Department Report
 - E. City Engineer's Report
 - 1. Pay Request Number 2 – Mountain Iron Drive (#16-18)
 - 2. Pay Request Number 1 – Storm Sewer (#19-21)
 - F. Public Health and Safety Board
 - 1. Standard Operating Guidelines (#22) *
 - G. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Ordinance Number 06-15 Amending Zoning Ordinance (#23-25)
 - B. Resolution Number 19-15 Adopting Assessment (#26-27)
 - C. Resolution Number 20-15 Preliminary Levy (#28-32)
 - D. Resolution Number 21-15 Market Rate Levy (#33)
 - E. Resolution Number 22-15 EDA Levy (#34)
 - F. AEOA Energy Assistance Program (#35-38)
 - G. Salvation Army HeatShare Program (#39-43)
- VII. Communications (#44-46)
- VIII. Announcements
- IX. Adjourn

Page Number in Packet
* Enclosed in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
AUGUST 17, 2015

Mayor Skalko called the City Council meeting to order at 6:32 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; Michael Downs, Director of Public Works; Rod Flannigan, City Engineer; John Backman, Sergeant; Greg Chad, Fire Chief; and Bryan Lindsay, City Attorney.

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:
VI. E. Mac's Bar – YMCA Event Request
2. Approve the minutes of the August 3, 2015, regular meeting as submitted.
3. Approve the minutes of the August 3, 2015, special meeting as submitted.
4. 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.
5. To acknowledge the receipts for the period August 1-15, 2015, totaling \$188,102.43, (a list is attached and made a part of these minutes).
6. To authorize the payments of the bills and payroll for the period August 1-15, 2015, totaling \$841,045.51, (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:

- Merritt Days and the 125th Celebration. He wished to thank the following: Sally Yuccas for coordinating the entire event. He also thanked the Merritt Days Committee and the numerous sub-committees that worked on various areas of the celebration. He also thanked the City Workers that assisted and worked at the event. He said that this was a special time for everyone.
- Sue Tuomela –thanked the volunteers who worked on the History Committee with her.
- Condolences. To the family of Ruth Harvey.

The City Administrator reported on the following:

- Preliminary Levy. He said he would present the preliminary 2015 budget and levy at the next regular meeting.

- IRRRB Grants. He said he would prepare grant applications for the Housing Project on County Road 7 and West Rock Ridge Development.
- Community Development Block Grants. This grant cycle would also be starting.

It was moved by Zupancich and seconded by Prebeg to accept the recommendation of the Safety Committee and approve the 2015-2016 Safety Management Program Contract with the Minnesota Municipal Utilities Association in the amount of \$10,200.00, (a copy is attached and made a part of these minutes). The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Tuomela to authorize the purchase of 15 lights for Enterprise Drive North through the state bid at a price of \$7,955.25 from B & L Supply 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 to Utility Systems of America Incorporated for the Mud Lake Forcemain Improvement Project in the amount of \$224,282.65. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Stanaway to authorize payment request number one to Mesabi Bituminous Incorporated for the Mountain Iron Drive Reconstruction Project in the amount of \$124,649.74. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Tuomela to authorize change order number two to the Mountain Iron Drive Reconstruction Project increasing the contract by \$12,000 for a total contract price of \$903,314.70. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Tuomela to adopt Resolution Number 17-15, calling a hearing for Tuesday, September 8, 2015, at 5:30 p.m. for the proposed assessment of the cost of Improvement Number MI13-07 the improvement of Unity Drive between the centerline of Diamond Lane and the centerline of Park Drive, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Tuomela to adopt Resolution Number 18-15, authorizing the acquisition of certain property, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Zupancich and seconded by Stanaway to accept the quote for a generator for the East Mud Lake Lift Station from Total Energy Systems, LLC at a cost of \$25,650.00. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Zupancich to re-schedule the next regular meeting for Tuesday, September 8, 2015, at 6:30 p.m. The motion carried.

It was moved by Zupancich and seconded by Tuomela to authorize Mac's Bar, Inc. to serve alcohol at the September 3, 2015, Mesabi Family YMCA Event at the Community Center. The motion carried.

It was moved by Prebeg and seconded by Stanaway to authorize a contribution of \$300 to purchase a table for the Range Mental Health Center 4th Annual Project Warmth event with funds being expended from the Charitable Gambling Fund. The motion carried unanimously on a roll call vote.

During the open discussion, Councilor Stanaway asked if there were any Council members that were interested in having the Council nominate them for a position on the Range Association of Municipalities and Schools Board.

At 7:05 p.m., it was moved by 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. Range Association of Municipalities and Schools, a notice of a vacancy on the Board for Cities.
2. Range Mental Health Center, Inc., announcing a fund raiser, the “4th Annual Project Warmth”.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	149,952.14
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	205.26
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	60.48
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	800.00
MISCELLANEOUS	COCA-COLA RECEIPTS-CITY HALL	20.73
CAMPGROUND RECEIPTS	FEES	4,810.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	67.46
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP	142.80
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR	355.93
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	2.99
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,732.80
PERMITS	BUILDING	240.00
BUILDING RENTALS	NICHOLS HALL	75.00
SALE OF PROPERTY	SALE OF PROP-UNITY SECOND ADD	18,168.73
METER DEPOSITS	ELECTRIC	450.00
CD INTEREST	CD INTEREST 101	396.00
CD INTEREST	CD INTEREST 378	451.00
CD INTEREST	CD INTEREST 602	165.00
CD INTEREST	CD INTEREST 603	55.00
CD INTEREST	CD INTEREST 604	33.00
BUILDING RENTALS	COMMUNITY CENTER	340.00
MISCELLANEOUS	ELECTRIC RECONNECT FEE	35.00
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	140.87
METER DEPOSITS	WATER	500.00
FINES	CRIMINAL	915.78
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	3,384.26
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	28.05
MISCELLANEOUS	REIMBURSEMENTS	12.52
MISCELLANEOUS	SPEC. EVENT-FUNDS NOT USED-CR	50.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	451.63
Summary Totals:		<u>188,102.43</u>

Check Issue Date(s): 08/08/2015 - 08/21/2015

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/15	08/13/2015	147228	723	VOID - STEVEN TEDMAN	101-20200	50.00 -M
08/15	08/14/2015	147322	130011	UNITED STATES POSTAL SERVICE	604-20200	403.19
08/15	08/18/2015	147323	10056	A T & T MOBILITY	604-20200	1,337.57
08/15	08/18/2015	147324	10070	A-1 RENTAL SERVICES INC	101-20200	892.95
08/15	08/18/2015	147325	130017	AMERICAN BANK	602-20200	49.75
08/15	08/18/2015	147326	829	ANTHONY POALETTE	604-20200	99.11
08/15	08/18/2015	147327	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	253.29
08/15	08/18/2015	147328	847	B G 'S SALOON	101-20200	100.00
08/15	08/18/2015	147329	30054	BAKER TILLY VIRCHOW KRAUSE LLP	602-20200	4,740.00
08/15	08/18/2015	147330	844	BARBARA FIVECOATE	101-20200	209.65
08/15	08/18/2015	147331	20022	BENCHMARK ENGINEERING INC	301-20200	20,567.88
08/15	08/18/2015	147332	860	BONNIE KOHLER	101-20200	50.00
08/15	08/18/2015	147333	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	3,287.79
08/15	08/18/2015	147334	839	BUHL WATER/KYM DRAIN	101-20200	100.00
08/15	08/18/2015	147335	30084	CARDMEMBER SERVICE	603-20200	6,929.70
08/15	08/18/2015	147336	30017	CARQUEST (MOUNTAIN IRON)	101-20200	1,330.75
08/15	08/18/2015	147337	170001	CENTURY LINK	602-20200	391.30
08/15	08/18/2015	147338	831	CHAD JOHNSON	101-20200	68.23
08/15	08/18/2015	147339	838	CHARLENE OLSEN	101-20200	106.45
08/15	08/18/2015	147340	827	CHRISTOPHER CLARK & JESSICA	604-20200	133.47
08/15	08/18/2015	147341	30082	CITY OF EVELETH	101-20200	314.40
08/15	08/18/2015	147342	220003	CITY OF VIRGINIA	101-20200	59.94
08/15	08/18/2015	147343	852	CLAUDIA SKALKO	101-20200	92.83
08/15	08/18/2015	147344	30091	COCA-COLA BOTTLING COMPANY	101-20200	174.90
08/15	08/18/2015	147345	836	CORINNE JORDAN	101-20200	63.06
08/15	08/18/2015	147346	30032	COURT ADMIN.-CONCILIATION	604-20200	75.00
08/15	08/18/2015	147347	30094	CULBERT'S MISSABE APPRAISAL	101-20200	750.00
08/15	08/18/2015	147348	400012	DIAMOND MOWERS INC	101-20200	1,402.90
08/15	08/18/2015	147349	40028	DITCH WITCH- BANK OF THE WEST	604-20200	404.84
08/15	08/18/2015	147350	50041	EMERGENCY AUTOMOTIVE TECH INC	301-20200	2,015.66
08/15	08/18/2015	147351	50048	ENERGY INSIGHT INC	604-20200	1,641.63
08/15	08/18/2015	147352	853	F & D MEATS	101-20200	72.56
08/15	08/18/2015	147353	60026	FASTENAL COMPANY	101-20200	273.70
08/15	08/18/2015	147354	60029	FERGUSON ENTERPRISES INC	101-20200	251.96
08/15	08/18/2015	147355	70049	GIBSON INCORPORATED SECURITY	101-20200	1,100.00
08/15	08/18/2015	147356	70050	GOLDER ASSOCIATES	301-20200	84.00
08/15	08/18/2015	147357	70016	GOPHER STATE ONE CALL INC	604-20200	85.55
08/15	08/18/2015	147358	70004	GRANDE ACE HARDWARE	602-20200	109.96
08/15	08/18/2015	147359	850	HARRIET SCINTO	101-20200	100.00
08/15	08/18/2015	147360	80022	HAWKINS INC	601-20200	1,039.76
08/15	08/18/2015	147361	837	HOME ON THE RANGE INC	101-20200	88.28
08/15	08/18/2015	147362	80056	HOLIDAY INN EXPRESS & SUITES	101-20200	1,857.76
08/15	08/18/2015	147363	80037	HOMETOWN MEDIA PARTNERS	101-20200	793.50
08/15	08/18/2015	147364	100028	JACOBSEN GRAVEL COMPANY	101-20200	1,600.00
08/15	08/18/2015	147365	845	JENNIFER OVERBYE	101-20200	97.00
08/15	08/18/2015	147366	840	JERIS VAIDA	101-20200	87.37
08/15	08/18/2015	147367	100023	JIM'S CLEANING	101-20200	100.00
08/15	08/18/2015	147368	857	JOAN MCGREGOR	101-20200	96.19
08/15	08/18/2015	147369	846	JOE NERI	101-20200	35.29
08/15	08/18/2015	147370	858	KATHY WITZMAN	101-20200	60.78
08/15	08/18/2015	147371	110036	K-ENGRAVING & TROPHY SHOP	101-20200	152.00
08/15	08/18/2015	147372	856	KUNNARI'S KITCHEN & COFFEE	101-20200	100.00
08/15	08/18/2015	147373		Information Only Check	101-20200	.00 V
08/15	08/18/2015	147374	120006	L & M SUPPLY	101-20200	2,783.68
08/15	08/18/2015	147375	120005	LEAGUE OF MN CITIES INS TRUST	604-20200	96,889.00
08/15	08/18/2015	147376	120061	VOID - LEE'S PRO SHOP, INC	101-20200	.00
08/15	08/18/2015	147377	835	LINDA FOUCAULT	101-20200	65.15

M = Manual Check, V = Void Check

Check Issue Date(s): 08/08/2015 - 08/21/2015

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/15	08/18/2015	147378	851	MARY ANN LEONI	101-20200	43.51
08/15	08/18/2015	147379	843	MARY HILFUS	101-20200	148.42
08/15	08/18/2015	147380	130041	MESABI BITUMINOUS	301-20200	124,649.74
08/15	08/18/2015	147381	130004	MESABI DAILY NEWS	101-20200	200.00
08/15	08/18/2015	147382	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
08/15	08/18/2015	147383	130077	MIB QUARTERBACK CLUB	230-20200	100.00
08/15	08/18/2015	147384	140026	MINNESOTA ENERGY RESOURCES	602-20200	221.22
08/15	08/18/2015	147385	130009	MINNESOTA POWER (ALLETE INC)	604-20200	83,407.53
08/15	08/18/2015	147386	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	113.40
08/15	08/18/2015	147387	120007	MOTION INDUSTRIES INC	101-20200	45.43
08/15	08/18/2015	147388	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	13,647.72
08/15	08/18/2015	147389	848	MOUNTAIN IRON SENIOR CITIZENS	101-20200	100.00
08/15	08/18/2015	147390	841	MTN IRON LIONS CLUB	101-20200	100.00
08/15	08/18/2015	147391	832	NATALIE PANKRATZ-LEFF	101-20200	100.00
08/15	08/18/2015	147392	828	NICOLE HOLDEN	604-20200	37.68
08/15	08/18/2015	147393	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	375.24
08/15	08/18/2015	147394	140055	NORTHERN VISUAL SERVICES LLP	101-20200	24.00
08/15	08/18/2015	147395	160066	PACE ANALYTICAL SERVICES	601-20200	184.80
08/15	08/18/2015	147396	859	PAUL'S ITALIAN MARKET	101-20200	100.00
08/15	08/18/2015	147397	861	PERKINS	101-20200	42.69
08/15	08/18/2015	147398	160060	PIT & QUARRY SUPPLIES INC	101-20200	1,119.00
08/15	08/18/2015	147399	160037	PRAXAIR	101-20200	35.40
08/15	08/18/2015	147400	9022	RANGE MENTAL HEALTH CENTER	230-20200	300.00
08/15	08/18/2015	147401	180083	RAPID RENTAL & SUPPLY VIR	101-20200	1,709.53
08/15	08/18/2015	147402	855	RUBY ALTO	101-20200	82.71
08/15	08/18/2015	147403	190072	SAINT LOUIS COUNTY AUDITOR	101-20200	719.02
08/15	08/18/2015	147404	833	SAND LAKE SHUFFLE	101-20200	200.00
08/15	08/18/2015	147405	854	SAWMILL SALOON	101-20200	100.00
08/15	08/18/2015	147406	190010	SEPPI BROTHERS	604-20200	1,683.94
08/15	08/18/2015	147407	190045	SERVICE SOLUTIONS	101-20200	23.00
08/15	08/18/2015	147408	834	SHARI LILLEGAARD	101-20200	200.00
08/15	08/18/2015	147409	190014	SHERWIN WILLIAMS	101-20200	2,555.05
08/15	08/18/2015	147410	830	SHIRLEY LATIMER	604-20200	128.69
08/15	08/18/2015	147411	190004	SKUBIC BROS INC	604-20200	28.81
08/15	08/18/2015	147412	190107	SO WILD APPAREL	101-20200	140.00
08/15	08/18/2015	147413	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
08/15	08/18/2015	147414	849	ST. MICHAELS	101-20200	100.00
08/15	08/18/2015	147415	806	STEVE HEINRICH	101-20200	425.00
08/15	08/18/2015	147416	9003	STEVE MORRISSETTE	101-20200	365.68
08/15	08/19/2015	147417	826	VOID - SUE KELLY	101-20200	.00 M
08/15	08/18/2015	147418	200003	TACONITE TIRE SERVICE	101-20200	398.20
08/15	08/18/2015	147419	200020	THE TRENTI LAW FIRM	101-20200	4,641.73
08/15	08/18/2015	147420	842	TOPS CLUB OR	101-20200	100.00
08/15	08/18/2015	147421	210001	UNITED ELECTRIC COMPANY	604-20200	1,639.74
08/15	08/18/2015	147422	822	UPPER LAKES FOODS	101-20200	30.71
08/15	08/18/2015	147423	210009	USA BLUE BOOK	602-20200	639.46
08/15	08/18/2015	147424	210006	UTILITY SYSTEMS OF AMERICA INC	301-20200	224,282.65
08/15	08/18/2015	147425	220028	VAN IWAARDEN ASSOCIATES	101-20200	4,500.00
08/15	08/18/2015	147426	220014	VIKING INDUSTRIAL NORTH	101-20200	968.57
08/15	08/18/2015	147427	220029	VIOLETTE, DANIEL L	101-20200	272.08
08/15	08/18/2015	147428	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	58,848.52
08/15	08/18/2015	147429	220020	VISA OR AMERICAN BANK CC PMT	101-20200	8,064.63
08/15	08/18/2015	147430	60038	WRIGHT EXPRESS FINAN SERV CORP	101-20200	5,995.22
08/15	08/18/2015	147431	240001	XEROX CORPORATION	601-20200	597.63
08/15	08/18/2015	147432	260003	ZEE SERVICE COMPANY	101-20200	147.90

Check Issue Date(s): 08/08/2015 - 08/21/2015

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
Totals						<u>744,603.98</u>
				Payroll-PP Ending 8/14/15		78,504.88
				Sales & Use Tax 8/20/15		<u>17,936.65</u>
				TOTAL EXPENDITURES		<u>\$841,045.51</u>

Minnesota Municipal Utilities Association
AMENDMENT TO SERVICES AGREEMENT
Safety Management Program

Contract Date: July 7, 2015

Contract Number: 20-2016

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and Mountain Iron Public Utilities (Mountain Iron), dated August 11, 2014, contract number 20-2015, is amended as follows:

PART II, Section 1.

1. DURATION: This Agreement shall remain in force from October 1, 2015 until September 30, 2016 (the "expiration date").

PART III, Section 1.

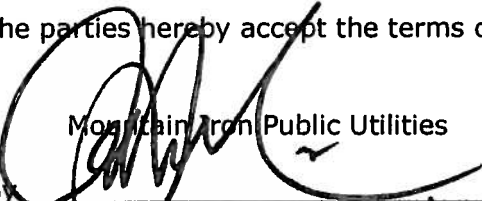
1. COMPENSATION: For the services covered by this Agreement, Mountain Iron shall pay MMUA an annual fee of ten thousand two hundred dollars and 00 cents (\$ 10,200.00) for the 2015-16 annual period. Such compensation shall be due and payable according to the selected payment terms below.

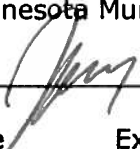
Payment terms for the fee agreed to above shall be based on one of the following options (select one):

- Annual Payment (\$ 10,200.00)
- Quarterly Payments (\$2,550.00 each)

For any term of less than twelve full calendar months, the fee shall be a portion of the annual fee, pro-rated based on the number of calendar months or partial calendar months in which the services were provided as a percentage of twelve (12).

The parties hereby accept the terms of the Agreement as modified.

Mountain Iron Public Utilities
By 
Title City Administrator
Date 8-18-15
Purchase Order # _____

Minnesota Municipal Utilities Association
By 
Title Executive Director
Date July 7, 2015



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 17-15

CALLING A HEARING ON PROPOSED ASSESSMENT

WHEREAS, by Resolution Number 12-15 passed by the City Council on June 15, 2015, the City Administrator was directed to prepare a proposed assessment of the cost of Improvement Number MI13-07 the improvement of Unity Drive between the centerline of Diamond Lane and the centerline of Park Drive by construction, and

WHEREAS, the City Administrator has notified the City Council that such proposed assessment has been completed and filed in his office for public inspection,


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

1. A hearing shall be held at 5:30 p.m. on September 8, 2015 in the Community Center located at 8586 Enterprise Drive South to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Mountain Iron, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF AUGUST, 2015.

ATTEST:

City Administrator



Mayor Gary Skalko



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 18-15

AUTHORIZING THE AQUISITION OF CERTAIN PROPERTY

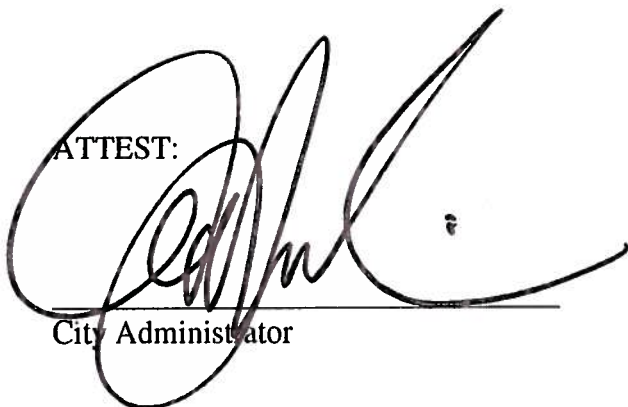
WHEREAS, the City Council has heretofore determined that it is beneficial to the City of Mountain Iron to acquire certain tax forfeit property from St. Louis County.

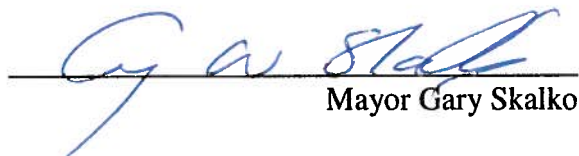
NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the City of Mountain Iron requests that Saint Louis County begin the process to allow the City to purchase the following described real estate:

Lot 13 Block 3 of Merritts First Addition to Mountain Iron
175-0020-00400
5700 Mineral Avenue, Mountain Iron

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF AUGUST, 2015.

ATTEST:



City Administrator

Mayor Gary Skalko



County Land Explorer

St. Louis County, Minnesota



St. Louis County MN



St. Louis County - Enterprise GIS

County Land Explorer Map - St. Louis County MN

0 0.125

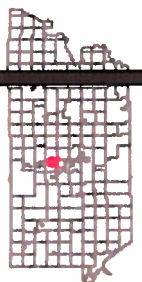
County Land Explorer
St. Louis County www.stlouiscountymn.gov/CountyLandExplorer Minnesota

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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Dedicated to a Strong Greater Minnesota

MEMORANDUM

To: Craig Wainio, City Administrator
City of Mountain Iron

From: Scott Hutchins, CGMC Treasurer

Date: August 10, 2016

Re: 2016 CGMC Dues Assessments

Your 2016 dues assessment is based on the assessment policy approved by the CGMC membership at its annual meeting in July, 2015. No changes were made in CGMC assessment policies and dues are calculated based on the same rate as for 2015.

2016 general assessment for the City of Mountain Iron \$5,174

For research and advocacy and general services related to property taxes, LGA, annexation, environmental regulation and funding, economic development and transportation. This also includes services for labor and employee relations that will be provided to all CGMC cities.

Payment may be made out of your 2015 or 2016 budgets, but payment should be made by February 1, 2016. About 5.5% of your assessment is used for annexation and environment programs, which some cities pay out of their utility funds— because of the direct impact of these issues on their sewer and water service.

Please make check payable to CGMC and send by February 1, 2016 to:

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

If you have a question about your 2016 CGMC assessment, please call Bradley Peterson at (651) 225-8840 or email Bradley at bmpeterson@flaherty-hood.com.

cc: Mayor Skalko



Dedicated to a Strong Greater Minnesota

August 10, 2015

Craig Wainio
City Administrator
City of Mountain Iron
8586 Enterprise Drive S.
Mountain Iron, MN 55768-8260

Dear Mr Wainio:

I am very honored to have been elected as the next President of the Coalition of Greater Minnesota Cities (CGMC). I want to extend a word of thanks and appreciation to our outgoing president, Heidi Omerza, for her strong leadership for the organization over the last year.

Over the last year CGMC continued its leadership role in ensuring that state leaders understand and are responsive to the needs of greater Minnesota communities. During the 2014 election season we hosted 7 legislative candidate forums, highlighted rural issues through numerous guest columns, and hosted the first of only six gubernatorial candidate debates (CGMC also had the honor of being the only local government group to host such a debate).

After the election reshuffled the balance of power in the legislature and legislative leaders called for more balance in state policy making towards greater Minnesota CGMC put together an aggressive but realistic agenda that would address longstanding needs in greater Minnesota and position our communities for economic growth and stability. This agenda included:

- Restoring the final \$45.5 million to get LGA back to its 2002 level;
- Creation of a new Work Force Housing Tax Credit to tackle the issue of insufficient housing options in Greater Minnesota;
- Continued funding for the Border to Border Broadband Infrastructure Fund;
- Creation of a new fast, flexible, employer-focused job training program for the Greater Minnesota;
- Continued funding for the very successful Greater Minnesota Business Development Public Infrastructure Grant Program;

- Funding for the Corridors of Commerce program and a new funding program for city streets both those cities who currently receive MSA funds and for those cities under 5000 in population who do not; and
- Reform of environmental rules to ensure that mandates on cities are scientifically valid, cost effective, and will actually result in improvements to water quality.

While some progress was made on economic development and environmental regulation during the 2015 session, the failure of the legislature to pass a tax bill or significant transportation bill means that there is much unfinished business that the legislature will need to address during the "short" 2016 session. An increase on LGA being the most significant item left on the table for next year.

In order to make sure these items of unfinished business get addressed by the legislature a strong coalition is needed. Together the cities of the CGMC have been able to make our communities stronger and protect their ongoing vitality. Another strong effort will be needed this next year both leading up to the beginning of session and during it.

Enclosed with this letter is an invoice for your 2016 CGMC dues. These dues are based on the dues policy set by the CGMC membership at the 2015 Summer Conference in Duluth. There are no changes or increases in the assessment rate that was approved. Please pay your assessment in 2015 if possible, but no later than February 1, 2016.

As rural Minnesota looks toward the future, it is important that you continue to be a part of shaping it. Thank you for your ongoing commitment to a strong Coalition.

Sincerely,



Robert Broeder, Mayor of Le Sueur
President, Coalition of Greater Minnesota Cities

Encl

cc: Mayor Skalko



AN ALLETE COMPANY

August 28, 2015

City of Mountain Iron
Public Utilities
Attn: Craig Wainio, City Administrator
8586 Enterprise Drive South
Mountain Iron, MN 55768

Re: Extension of Current Capacity Charge for August 2015

Dear Craig:

In connection with those negotiations, and in the spirit of good faith that we will reach an agreement in principal in the near term, Minnesota Power hereby agrees to extend the current capacity charge of \$19.18 for an additional month (retroactive to August 1, 2015 and extending through August 31, 2015), subject to the following provision: in the event that negotiations do not result in a new wholesale electric service agreement, the current formula rate contract will remain in place, the capacity charge will revert to \$22.81 per kW month effective September 1, 2015, and the annual true-up mechanism in the formula rate will continue to apply. For purposes of this paragraph, an agreement in principle of a term sheet outlining the provisions of the new agreement, signed by each municipal wholesale customer by September 30, 2015, shall satisfy the requirement of the reduced rate in August 2015. It is anticipated that a new wholesale electric service agreement will become effective retroactive to September 1, 2015, and that the \$19.18 per kW rate billed in August 2015 shall not be subject to the annual capacity true-up under the current contract.

Please indicate your acceptance of this proposed amendment to the current contract and the rate reduction for the month of August 2015 by executing below and returning a copy to me.

Sincerely,

Patrick K. Mullen
Vice President - Marketing
Minnesota Power

City of Mountain Iron – Public Utilities

By: _____

Title: _____

Date: _____



BENCHMARK ENGINEERING, INC.

CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING
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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

September 01, 2015

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

Re: Mountain Iron Drive Improvements
City of Mountain Iron
Project No.: MI14-04

Dear Mr. Wainio;

Enclosed please find Pay Request No. 2 for the Mountain Iron Drive Street Improvements project in the amount of **\$316,176.63**, 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.

Alan J. Johnson, P.E.
Project Engineer

Enclosure

Pc: Mr. Matt Jamnick, Mesabi Bituminous, Inc.

RECOMMENDATION OF PAYMENT

No. 2

Owner's Project No.: _____

Engineer's Project No.: MI14-04

Project: Reconstruction of Mountain Iron Drive

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

For Period Ending: September 01, 2015

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 September 01, 2015

By 

STATEMENT OF WORK

Original Contract Price	\$ <u>855,314.70</u>	Work & Materials to Date	\$ <u>464,027.75</u>
Net Change Orders	\$ <u>36,000.00</u>	Amount Retained (5%)	\$ <u>23,201.39</u>
Current Contract Price	\$ <u>891,314.70</u>	Subtotal	\$ <u>440,826.36</u>
		Previous Payments	\$ <u>124,649.74</u>
		Amount Due this Payment	\$ <u>316,176.63</u>



Pay Request No. 2
 RECONSTRUCTION OF MOUNTAIN IRON DRIVE
 CITY OF MOUNTAIN IRON, MINNESOTA
 PROJECT NO: M114-04

DATE: 08-28-2015

CONTRACTOR: MESABI BITUMINOUS, INC.

SPEC. NO.	ITEM	UNITS	EST. QUANTS	UNIT COST	QUANTITY			TOTAL AMOUNT
					THIS PERIOD	LAST PERIOD	TO DATE	
2021.501	MOBILIZATION	LUMP SUM	1.0	\$68,000.00	0.25	0.50	0.75	\$51,000.00
2104.501	REMOVE PIPE SEWERS	LIN. FT.	887.0	\$6.25	402.00	491.00	893.00	\$5,581.25
2104.501	REMOVE CURB AND GUTTER	LIN. FT.	1964.0	\$2.30	1,412.00	505.00	1917.00	\$4,455.10
2104.501	REMOVE WATERMAIN	LIN. FT.	185.0	\$5.20			0.00	\$0.00
2104.502	REMOVE CONCRETE SIDEWALK	SQ. FT.	3519.0	\$1.00	2,172.00	996.00	3168.00	\$1,168.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	9248.0	\$2.10	4,139.00	2,500.00	6,639.00	\$13,941.90
2104.505	REMOVE CONCRETE PAVEMENT	SQ. YD.	155.0	\$9.00	210.00	64.00	274.00	\$2,466.00
2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	13.0	\$160.00	8.00	5.00	13.00	\$4,680.00
2104.509	REMOVE CONCRETE LIGHT BATH	EACH	1.0	\$150.00			0.00	\$0.00
2104.511	SAWING BITUMINOUS PAVEMENT (1/4" DEPTH)	LIN. FT.	870.0	\$2.50	471.00		491.00	\$1,227.50
2104.523	SALVAGE LIGHT STANDARD AND LUMINAIRE	EACH	1.0	\$250.00			0.00	\$0.00
2104.523	SALVAGE GATE VALVE AND BOX	EACH	1.0	\$240.00			0.00	\$0.00
2104.602	RELOCATE STREET LIGHT	EACH	1.0	\$5,000.00			0.00	\$0.00
2104.603	RELOCATE SPRINKLER SYSTEM	LIN. FT.	760.0	\$14.00			0.00	\$0.00
2105.501	COMMON EXCAVATION	CU. YD.	6614.0	\$10.25	5,438.00		5438.00	\$55,739.50
2105.503	ROCK EXCAVATION	CU. YD.	50.0	\$50.00			0.00	\$0.00
2105.522	SELECT GRANULAR BORROW (MOD) (CV)	CU. YD.	4858.0	\$18.00	4,055.00		4055.00	\$64,880.00
2105.525	TOPSOIL BORROW (V)	CU. YD.	83.0	\$30.00			0.00	\$0.00
2105.602	CONSTRUCT TEMPORARY GRAVEL ACCESS ROAD	LUMP SUM	1.0	\$1,500.00			0.00	\$0.00
2105.604	GEOTEXTILE FABRIC TYPE V	SQ. YD.	7204.0	\$1.50	6,083.00		6083.00	\$9,124.50
2221.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	1676.0	\$19.50	1,356.00		1356.00	\$26,442.00
2221.503	AGGREGATE SHOULDERING (CV), CLASS 1	CU. YD.	33.0	\$40.00			0.00	\$0.00
2232.501	MILL BITUMINOUS SURFACE	SQ. YD.	3763.0	\$3.60			0.00	\$0.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	1785.0	\$64.00			0.00	\$0.00
2360.503	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3,B)	TON	884.0	\$59.00			0.00	\$0.00
2451.503	GRANULAR BACKFILL (CV)	CU. YD.	150.0	\$16.00			0.00	\$0.00
2501.515	12" CS PIPE APRON	EACH	2.0	\$500.00	2.00		2.00	\$1,000.00
2502.543	4" PE PERFORATED PIPE DRAIN W/ SOCK	LIN. FT.	2675.0	\$7.00	2,380.00		2380.00	\$16,660.00
2503.511	8" PVC PIPE SEWER	LIN. FT.	73.0	\$41.00	72.00		72.00	\$2,952.00
2503.511	12" CP PIPE SEWER (SMOOTH)	LIN. FT.	46.0	\$36.00	46.00	14.00	60.00	\$2,160.00
2503.511	24" CP PIPE SEWER (SMOOTH)	LIN. FT.	16.0	\$52.00		16.00	16.00	\$832.00
2503.521	28" SPAN RC PIPE ARCH SEWER	LIN. FT.	152.0	\$98.00	98.00	54.00	152.00	\$14,896.00
2503.541	12" RC PIPE SEWER, DES. 3006	LIN. FT.	204.0	\$36.00	162.00		162.00	\$5,832.00
2503.541	15" RC PIPE SEWER, DES. 3006	LIN. FT.	63.0	\$38.00	63.00		63.00	\$2,394.00
2503.541	24" RC PIPE SEWER, DES. 3006	LIN. FT.	996.0	\$45.00	107.00	896.00	1003.00	\$45,135.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	3.0	\$320.00		3.00	3.00	\$960.00
2503.602	CONNECT TO EXISTING MANHOLE (STORM)	EACH	4.0	\$520.00	1.00	3.00	4.00	\$2,080.00
2503.602	CONNECT TO EXISTING MANHOLE (SANITARY)	EACH	2.0	\$520.00	2.00		2.00	\$1,040.00
2503.603	3" HDPE FORCEMAIN - SDR 11	LIN. FT.	835.0	\$28.00	835.00		835.00	\$23,380.00
2504.602	8" GATE VALVE AND BOX	EACH	1.0	\$2,475.00			0.00	\$0.00
2504.602	CONNECT TO EXISTING WATERMAIN	EACH	2.0	\$800.00			0.00	\$0.00
2504.602	ADJUST VALVE BOX - WATER	EACH	5.0	\$100.00			0.00	\$0.00
2504.602	RELOCATE WATERMAIN	EACH	3.0	\$4,700.00			0.00	\$0.00
2504.603	8" HDPE WATERMAIN	LIN. FT.	185.0	\$28.00			0.00	\$0.00
2504.604	4" POLYSTYRENE INSULATION	SQ. YD.	150.0	\$30.00	194.00	47.00	236.00	\$7,080.00
2505.602	ADJUST VALVE BOX - GAS	EACH	3.0	\$250.00			0.00	\$0.00
2506.501	CONST. DRAINAGE STRUCTURE DES. G	LIN. FT.	37.6	\$180.00	32.90		32.90	\$5,922.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 48-4020	LIN. FT.	4.7	\$410.00		4.20	4.20	\$1,722.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 60-4020	LIN. FT.	26.4	\$460.00		23.20	23.20	\$10,672.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 72-4020	LIN. FT.	20.0	\$620.00	4.70	15.30	20.00	\$12,400.00
2506.516	CASTING ASSEMBLY	EACH	20.0	\$600.00			0.00	\$0.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	9.0	\$350.00			0.00	\$0.00
2506.601	CONSTRUCT LIFT STATION	LUMP SUM	1.0	\$41,500.00	1.00		1.00	\$41,500.00
2531.501	4" CONCRETE WALK	SQ. FT.	3820.0	\$4.35			0.00	\$0.00
2531.501	CONCRETE CURB & GUTTER - DES. B618 (MOD A)	LIN. FT.	1103.0	\$18.75			0.00	\$0.00
2531.501	CONCRETE CURB & GUTTER - DES. B618 (MOD B)	LIN. FT.	883.0	\$19.30			0.00	\$0.00
2531.604	6" CONCRETE VALLEY GUTTER	SQ. YD.	89.0	\$81.00			0.00	\$0.00
2531.618	TRUNCATED DOMES	SQ. FT.	32.0	\$41.00			0.00	\$0.00
2545.601	RELOCATE UTILITY - GAS	EACH	1.0	\$2,000.00	1.00		1.00	\$2,000.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$23,500.00	0.25	0.50	0.75	\$17,625.00
2573.502	SILT FENCE-PREASSEMBLED	LIN. FT.	1900.0	\$3.00	50.00		50.00	\$150.00
2575.501	SEEDING	ACRE	1.5	\$1,100.00			0.00	\$0.00
2575.530	STORM DRAIN INLET PROTECTION	EACH	35.0	\$130.00	21.00		21.00	\$2,730.00
2575.505	SODDING TYPE LAWN	SQ. YD.	997.0	\$7.50			0.00	\$0.00
2575.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2.0	\$800.00			0.00	\$0.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$250.00			0.00	\$0.00
2582.501	PAVEMENT MESSAGE (ONLY) - EPOXY	EACH	2.0	\$150.00			0.00	\$0.00
2582.501	PAVEMENT MESSAGE (LEFT ARROW) - EPOXY	EACH	2.0	\$150.00			0.00	\$0.00
2582.501	PAVEMENT MESSAGE (RIGHT ARROW) - EPOXY	EACH	5.0	\$150.00			0.00	\$0.00
2582.501	PAVEMENT MESSAGE (THRU ARROW) EPOXY	EACH	1.0	\$150.00			0.00	\$0.00
2582.502	4" DOUBLE SOLID YELLOW - EPOXY	LIN. FT.	2100.0	\$1.40			0.00	\$0.00
2582.502	4" SOLID LINE WHITE - EPOXY	LIN. FT.	1550.0	\$0.70			0.00	\$0.00
2582.502	24" SOLID LINE WHITE - EPOXY	LIN. FT.	84.0	\$13.00			0.00	\$0.00
2582.618	CROSSWALK MARKING - EPOXY	SQ. FT.	132.0	\$5.00			0.00	\$0.00

BASE BID: \$855,314.70
 A/E #1: \$36,000.00
 CONTRACT AMOUNT: \$891,314.70

COMPLETED TO DATE: \$464,027.75
 LESS RETAINAGE: (\$23,201.39)
 SUBTOTAL PAY REQUEST #2: \$440,826.36
 LESS PREVIOUS PAYMENTS: \$124,649.74

TOTAL PAY REQUEST #2: \$316,176.63

BENCHMARK ENGINEERING, INC.



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

September 2, 2015

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

Re: City of Mountain Iron, MN
Main Street to Agate Street Storm Sewer Improvements
Project No. MI14-11

Dear Mr. Wainio;

Enclosed please find Pay Request No. 1 for the Mountain Iron Main Street to Agate Street Storm Sewer Improvements project in the amount of **\$94,078.49**, 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.

Jeremy Schwarze
Engineer in Training

Enclosure

Pc: Mr. Jim Bougalis, Hibbing Excavating, Inc.

RECOMMENDATION OF PAYMENT

No. 1

Owner's Project No.: _____

Engineer's Project No.: MI14-11

Project: Main Street to Agate Street Storm Sewer Improvements

CONTRACTOR: Hibbing Excavating, Inc., 3402 15th Ave E, Hibbing, MN 55746

For Period Ending: September 2, 2015


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 September 2, 2015

By 

STATEMENT OF WORK

Original Contract Price	\$ <u>152,032.00</u>	Work & Materials to Date	\$ <u>99,030.00</u>
Net Change Orders	\$ <u>0.00</u>	Amount Retained (5%)	\$ <u>4,951.50</u>
Current Contract Price	\$ <u>152,032.00</u>	Subtotal	\$ <u>94,078.49</u>
		Previous Payments	\$ <u>0.00</u>
		Amount Due this Payment	\$ <u>94,078.49</u>



PAY REQUEST #1

**MAIN STREET TO AGATE STREET STORM SEWER IMPROVEMENTS
CITY OF MOUNTAIN IRON, MINNESOTA
PROJECT NO: MI14-11**

CONTRACTOR: HIBBING EXCAVATING, INC.

DATE: SEPTEMBER 2, 2015

BASE BID

SPEC. NO.	ITEM	UNITS	EST. QUANTS	UNIT COST	TOTAL AMOUNT	QUANTITY TO DATE	TOTAL AMOUNT
2021.501	MOBILIZATION	LUMP SUM	1.0	\$28,000.00	\$28,000.00	0.75	\$21,000.00
2104.501	REMOVE PIPE SEWERS	LIN. FT.	356.0	\$10.00	\$3,560.00	186	\$1,860.00
2104.501	REMOVE CURB & GUTTER	LIN. FT.	95.0	\$5.00	\$475.00	95	\$475.00
2104.503	REMOVE CONCRETE SIDEWALK	SQ. FT.	306.0	\$3.00	\$918.00	306	\$918.00
2104.505	REMOVE PAVEMENT	SQ. YD.	553.0	\$5.00	\$2,765.00	597	\$2,985.00
2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	78.0	\$10.00	\$780.00	78	\$780.00
2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	5.0	\$250.00	\$1,250.00	4	\$1,000.00
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN. FT.	498.0	\$4.00	\$1,992.00	498	\$1,992.00
2105.501	COMMON EXCAVATION	CU. YD.	146.0	\$18.00	\$2,628.00	156	\$2,808.00
2105.525	TOPSOIL BORROW (LV)	CU. YD.	12.0	\$65.00	\$780.00	0	\$0.00
2221.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	146.0	\$45.00	\$6,570.00	156	\$7,020.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2, B)	TON	70.0	\$95.00	\$6,650.00	0	\$0.00
2360.503	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2,B)	TON	82.0	\$95.00	\$7,790.00	0	\$0.00
2503.511	4" PVC PIPE SEWER - SDR 35	LIN. FT.	8.0	\$100.00	\$800.00	0	\$0.00
2503.541	12" CPP PIPE SEWER DESIGN 3006	LIN. FT.	8.0	\$100.00	\$800.00	8	\$800.00
2503.541	36" RC PIPE SEWER DESIGN 3006	LIN. FT.	282.0	\$106.00	\$29,892.00	282	\$29,892.00
2503.541	42" RC PIPE SEWER DESIGN 3006	LIN. FT.	48.0	\$175.00	\$8,400.00	16	\$2,800.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	6.0	\$500.00	\$3,000.00	4	\$2,000.00
2503.602	CONNECT TO EXISTING MANHOLES (STORM)	EACH	1.0	\$5,000.00	\$5,000.00	1	\$5,000.00
2506.501	CONST. DRAINAGE STRUCTURE DES. F	LIN	6.9	\$400.00	\$2,760.00	6.9	\$2,760.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 60-4020	LIN. FT.	5.2	\$450.00	\$2,340.00	5.2	\$2,340.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 72-4020	LIN. FT.	23.7	\$500.00	\$11,850.00	23.7	\$11,850.00
2506.501	CONST. DRAINAGE STRUCTURE DES. 84-4020	LIN. FT.	7.0	\$600.00	\$4,200.00	0	\$0.00
2506.516	CASTING ASSEMBLY	EACH	7.0	\$600.00	\$4,200.00	0	\$0.00
2506.522	ADJUST FRAME AND RING CASTING	EACH	2.0	\$450.00	\$900.00	0	\$0.00
2521.501	4" CONCRETE WALK	SQ. FT.	306.0	\$7.00	\$2,142.00	0	\$0.00
2531.501	CONCRETE CURB & GUTTER, DES. B618	LIN. FT.	95.0	\$40.00	\$3,800.00	0	\$0.00
2531.507	7" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	78.0	\$55.00	\$4,290.00	0	\$0.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$1,500.00	\$1,500.00	0.5	\$750.00
2573.530	STORM DRAIN INLET PROTECTION	EACH	5.0	\$150.00	\$750.00	0	\$0.00
2575.505	SODDING, LAWN TYPE	SQ. YD.	50.0	\$25.00	\$1,250.00	0	\$0.00

**COMPLETED TO DATE: \$99,030.00
LESS RETAINAGE (5%): (\$4,951.50)**

**SUBTOTAL PAY REQUEST #1: \$94,078.49
LESS PREVIOUS PAYMENTS: \$0.00**

TOTAL PAY REQUEST #1: \$94,078.49

BENCHMARK ENGINEERING, INC.

COUNCIL LETTER 090815-IVF1

PUBLIC HEALTH AND SAFETY

SOG

DATE: September 03, 2015
FROM Public Health and Safety Board
Craig J. Wainio
City Administrator

The Public Health and Safety Board in collaboration with Hundrieser Consulting spent a significant amount of time and effort in developing the City's Standard Operating Guidelines. The SOG's are the next step in the emergency management efforts of the City. First we completed the Emergency Management Plan and now the SOG's are being presented for your review. The Public Health and Safety Board recommends that the City Council approve the Standard Operating Guidelines for the City.

COUNCIL LETTER 090815-VIA
PLANNING AND ZONING
ORDINANCE NUMBER 06-15

DATE: September 03, 2015
FROM Planning and Zoning Commission
Craig J. Wainio
City Administrator

Ordinance Number 06-15 modifies various section of the Mountain Iron City Code relating to land use. A public hearing was held at the last regular Planning and Zoning Commission meeting. The Planning and Zoning Commission voted to recommend that the City Council adopt Ordinance Number 06-15 as presented.



CITY OF MOUNTAIN IRON

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ORDINANCE NUMBER 05-15

AMENDING SECTION 154 OF THE MOUNTAIN IRON CITY CODE

THE CITY OF MOUNTAIN IRON HEREBY ORDAINS:

Section 1. Amending Section 154.022. Section 154.022 (B) (7) of the Mountain Iron City Code is hereby amended to read as follows:

Accessory structures, including solar collectors or panels, communication towers and one wind energy conversion systems shall be permitted as an accessory use, provided that any tower shall be set back from all property lines a distance equal to or greater than the tower height as measured from the base of the tower, but in no case shall tower height exceed 130 feet.

Section 2. Amending Section 154.023. Section 154.023 (B) (4) of the Mountain Iron City Code is hereby amended to read as follows:

Accessory structures, including solar collectors or panels and one wind energy conversion system meeting the requirements specified in Section 154.022 (B) (7). Communication towers are not a permitted use.

Section 3. Amending Section 154.024. Section 154.024 (B) (3) of the Mountain Iron City Code is hereby amended to read as follows:

Accessory structures, including solar collectors or panels, providing the maximum floor area per structure does not exceed 900 square feet. Communication towers are not a permitted use.

Section 4. Amending Section 154.025. Section 154.025 (B) (4) of the Mountain Iron City Code is hereby amended to read as follows:

Accessory structures, including solar collectors or panel, with a maximum floor area per structure of 900 square feet and garage structures sufficient to house one vehicle for each dwelling unit for multiple dwellings. Communication towers are not a permitted use.

Section 5. Amending Section 154.026. Section 154.026 (B) (5) of the Mountain Iron City Code is hereby amended to read as follows:

Accessory structures as listed in Section 154.022 (B) (7), except communication towers are not permitted.

Section 6. Amending Section 154.027. Section 154.027 (B) (13) of the Mountain Iron City Code is hereby amended to read as follows:

Accessory uses or structures incidental to the principal use, not including communication towers.

Section 7. Amending Section 154.028. Section 154.028 (C) (8) of the Mountain Iron City Code is hereby added to read as follows:

Accessory structures as listed in 154.022 (B) (7).

Section 8. Amending Section 154.080. Section 154.080 (C) of the Mountain Iron City Code is hereby amended to read as follows:

A building permit is not required for accessory buildings of 120 square feet or less if they are not placed on a permanent foundation, not located in the front yard, and meet rear and side setbacks, except in Zoning Classifications that limit the total square footage of accessory structures.

Section 9. Inconsistent Ordinances. All Ordinances or portions thereof inconsistent with this Ordinance shall be repealed and replaced with the provisions of this Ordinance.

Section 10. Effective Date. This Ordinance shall be effective in accordance with State Statute.

DULY ADOPTED BY THE CITY COUNCIL THIS 8th DAY OF SEPTEMBER, 2015.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 090815-VIB

ADMINISTRATION

RESOLUTION 19-15

DATE: September 03, 2015

FROM: Craig J. Wainio
City Administrator

Enclosed, please find Resolution Number 19-15, this Resolution adopts the assessments as may be modified for the Unity Drive extension for which a public hearing was held earlier.



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RESOLUTION NUMBER 19-15

ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for Improvement Number M113-07 the improvement of Unity Drive between the centerline of Diamond Lane and the centerline of Park Drive by construction.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2016, and shall bear interest at the rate of 4.25 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2016. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

DULY ADOPTED BY THE CITY COUNCIL THIS 8th DAY OF SEPTEMBER, 2015.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 090815-VIC

ADMINISTRATION

2016 BUDGET

DATE: September 03, 2015

FROM: Craig J. Wainio
City Administrator

Enclosed in you packet you will find a preliminary draft of the 2016 Budget. At this meeting the City Council needs to set the proposed levy for 2016. The budget and adjoining Resolution show a two percent increase in the levy from 2015.

Resolution Number 20-15 adopts the preliminary levy amount that must be certified to the County by September 30th. This Resolution is presented with a two percent increase in the levy from last year. It is recommended that the City Council adopt Resolution Number 20-15.

Resolution Number 21-15 adopts the market rate levy for payment of the voter approved community center bonds. The amount reflected is to cover bond payments for 2016 and is the same amount as was levied in 2015. It is recommended that the City Council adopt Resolution Number 21-15 as presented.

Resolution Number 22-15 sets the EDA levy for 2015. This Resolution reflects a levy of the same amount as last year which generates approximately \$12,000 for the EDA. It is recommended that the City Council adopt Resolution Number 22-15 as presented.



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RESOLUTION NUMBER 20-15

APPROVING PROPOSED 2015 TAX LEVY, COLLECTABLE 2016

BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following sums of money be levied for the current year, collectable in 2015, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL PROPOSED LEVY	\$1,230,843.00
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The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 8th DAY OF SEPTEMBER, 2015.

Mayor Gary Skalko

ATTEST:

City Administrator

**BUDGET SUMMARY
CITY OF MOUNTAIN IRON**

EXPENDITURES	2015 Budget	2016 Budget	Difference	Percent
Administration	\$ 587,000.00	\$ 591,500.00	\$ 4,500.00	0.8%
Public Safety	\$ 651,500.00	\$ 661,500.00	\$ 10,000.00	1.5%
Public Works	\$ 954,000.00	\$ 954,000.00	-	0.0%
Culture and Rec	\$ 507,000.00	\$ 450,000.00	\$ (57,000.00)	-11.2%
General Government	\$ 1,078,255.00	\$ 1,167,100.00	\$ 88,845.00	8.2%
TOTAL	\$ 3,777,755.00	\$ 3,824,100.00	\$ 46,345.00	1.2%

REVENUE	2015 Budget	2016 Budget	Difference	Percent
Taxes	\$ 125,811.00	\$ 125,811.00	-	0.0%
Intergovernmental Aid	\$ 2,242,966.00	\$ 2,263,446.00	\$ 20,480.00	0.9%
General Revenue	\$ 202,000.00	\$ 204,000.00	\$ 2,000.00	1.0%
TOTAL	\$ 2,570,777.00	\$ 2,593,257.00	\$ 22,480.00	0.9%

GENERAL LEVY \$ 1,206,978.00 \$ 1,230,843.00 \$ 23,865.00 2.0%

BUDGET SUMMARY
CITY OF MOUNTAIN IRON
REVENUE

GENERAL REVENUE	2015 Budget	2016 Budget	Difference	Percent
Lic. & Permits	\$ 30,000.00	\$ 30,000.00	\$ -	0.0%
Charges for Service	\$ 55,000.00	\$ 57,000.00	\$ 2,000.00	3.6%
Fines	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%
Interest	\$ 5,000.00	\$ 5,000.00	\$ -	0.0%
Refunds	\$ 95,000.00	\$ 95,000.00	\$ -	0.0%
General	\$ 5,000.00	\$ 5,000.00	\$ -	0.0%
Subtotal	\$ 202,000.00	\$ 204,000.00	\$ 2,000.00	1.0%

INTERGOVERNMENTAL REVENUE

Local Government Aid	\$ 1,292,966.00	\$ 1,298,446.00	\$ 5,480.00	0.4%
Taconite Production Tax	\$ 520,000.00	\$ 525,000.00	\$ 5,000.00	1.0%
Taconite Municipal Aid	\$ 315,000.00	\$ 320,000.00	\$ 5,000.00	1.6%
Mining Effects Tax	\$ 100,000.00	\$ 105,000.00	\$ 5,000.00	5.0%
Other	\$ 15,000.00	\$ 15,000.00	\$ -	0.0%
Subtotal	\$ 2,242,966.00	\$ 2,263,446.00	\$ 20,480.00	0.9%

TAXES

Tax Levy	\$ 1,206,978.00	\$ 1,231,000.00	\$ 24,022.00	2.0%
Market Rate Levy	\$ 83,811.00	\$ 83,811.00	\$ -	0.0%
Misc. Taxes	\$ 20,000.00	\$ 20,000.00	\$ -	0.0%
Franchise	\$ 22,000.00	\$ 22,000.00	\$ -	0.0%
Subtotal	\$ 1,332,789.00	\$ 1,356,811.00	\$ 24,022.00	1.8%

Total **\$ 3,777,755.00** **\$ 3,824,257.00** **\$ 46,502.00** **1.2%**

**BUDGET SUMMARY
CITY OF MOUNTAIN IRON
EXPENDITURES**

DEPARTMENT	2015 Budget	2016 Budget	Difference	Percent
City Council	\$ 26,000.00	\$ 26,000.00	\$ -	0.0%
Administration	\$ 527,000.00	\$ 527,000.00	\$ -	0.0%
Election	\$ -	\$ 4,500.00	\$ 4,500.00	100.0%
Assessing	\$ -	\$ -	\$ -	0.0%
Planning & Zoning	\$ 34,000.00	\$ 34,000.00	\$ -	0.0%
Sheriffs	\$ 520,000.00	\$ 520,000.00	\$ -	0.0%
Fire Protection	\$ 107,000.00	\$ 107,000.00	\$ -	0.0%
Emergency Management	\$ 1,000.00	\$ 11,000.00	\$ 10,000.00	1000.0%
Animal Control	\$ 23,500.00	\$ 23,500.00	\$ -	0.0%
Streets	\$ 745,000.00	\$ 745,000.00	\$ -	0.0%
Buildings	\$ 209,000.00	\$ 209,000.00	\$ -	0.0%
Campground	\$ 55,000.00	\$ 55,000.00	\$ -	0.0%
Recreation	\$ 281,000.00	\$ 224,000.00	\$ (57,000.00)	-20.3%
Government	\$ 276,100.00	\$ 276,100.00	\$ -	0.0%
Library	\$ 171,000.00	\$ 171,000.00	\$ -	0.0%
Transfers	\$ 802,155.00	\$ 891,000.00	\$ 88,845.00	11.1%
Total	\$ 3,777,755.00	\$ 3,824,100.00	\$ 46,345.00	1.2%



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RESOLUTION NUMBER 21-15

APPROVING PROPOSED 2016 MARKET RATE BASED REFERENDUM LEVY FOR THE GENERAL OBLIGATION COMMUNITY CENTER BONDS AND INTEREST

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

NOW, THEREFOR BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following market rate based levy shall be made in 2015 payable in 2016 for all property in the City of Mountain Iron:

General Obligation Community Center Bond levy shall be \$83,811.00

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

DULY ADOPTED BY THE CITY COUNCIL THIS 8th DAY OF SEPTEMBER, 2015.

ATTEST:

Mayor Gary Skalko

City Administrator



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 22-15

CONCERNING THE 2016 ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY

WHEREAS, the Mountain Iron Economic Development Authority was created on the 19th day of April, 2004, pursuant to Minnesota Statutes 469.090-469.108 and;

WHEREAS, Minnesota Statutes, Section 469.107, Subdivision 1, specifically authorized the Mountain Iron Economic Development Authority to levy against the taxable property of the City of Mountain Iron, St. Louis County, Minnesota.

NOW, THEREFORE BE IT RESOLVED by the City Council of Mountain Iron, Minnesota, that for the purpose of further development and to provide for any activities that are within the jurisdiction of the Mountain Iron Economic Development Authority as defined according to Minnesota Statutes. The Mountain Iron City Council submits to the County Auditor of St. Louis County, Minnesota, a final tax levy with a levy set to the maximum allowable for the Mountain Iron Economic Development Authority.

DULY ADOPTED BY THE CITY COUNCIL THIS 8th DAY OF SEPTEMBER, 2015.

Mayor Gary Skalko

ATTEST:

City Administrator

8/10/2015

Dear Energy Vendor:

Enclosed is the Energy Assistance Program Vendor Agreement for vendors who participate in the FFY2016 Heating Season.

It is necessary to have a signed vendor agreement on file before any payments are made by our Agency.

We have included the Vendor Chapter and the Crisis Chapter from the FFY 2016 Energy Assistance Manual. In an effort to emphasize changes we have tried to highlight important changes. Please take the time to read both chapters. Especially those vendors who deliver fuels (LP/OIL) will be affected by the changes. We will be asking for more information and for more participation from you. If the need is expressed we will try to arrange for a meeting at AEOA to answer questions on August 17, 2015 for delivered fuels only.

Connected utility vendors experienced changes last year mid-season that are also detailed in the Crisis chapter. The major changes in crisis for connected utilities have to do with the need for clients to apply for Cold Weather Protection and the need for an actual disconnect being possible. The changes last year, for the most part, have been carried over to this year with no major changes.

Please sign and return the agreement and any other attachments necessary as soon as possible so your customers that are eligible for the Energy Assistance Program may receive assistance.

Please send this information to:

ATTN: BECKY
AEOA Energy Assistance Program
702 Third Avenue South
Virginia, MN 55792

Sincerely,



Mary Heilman
Energy Assistance Program Coordinator
ENC



Minnesota Energy Assistance Program FFY 2016

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 (COMM), Energy Assistance Programs, hereafter referred to as "the State" to deliver the Minnesota Energy Assistance Program for Federal Fiscal Year 2016 (FFY 2016), October 1, 2015 through September 30, 2016.

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 Energy Vendor, the State, or its contractors 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. Use information obtained from Energy Vendor, the State, or its contractors for the sole purpose of performing responsibilities and duties for energy programs run by the State. Further, Service Provider and Energy Vendor shall implement and maintain appropriate and reasonable administrative, technical and physical safeguards to protect such information from accidental or unauthorized access, use, disclosure, and loss or destruction.
5. Share information with each other as needed to perform the duties under this agreement.
6. Negotiate for continuation or reconnection of service to households determined eligible for EAP benefits.
7. Establish a dispute resolution process to resolve issues arising during the term of this agreement.
8. Collaborate and do everything possible to ensure the customer has continuous access to home heating.
9. Minimize the risks of a customer's home energy crisis through the use of the EAP benefits.
10. Encourage regular payments from the household.
11. Collaborate to reduce home energy costs.
12. 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:

13. Determine customer eligibility.
14. 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.
15. Make authorization through eHEAT, telephone, fax or electronic communication of payments for:
 - Electricity, heating sources and delivery of fuel.
 - Continuation or reconnection of connected utilities.
 - Fees including: service deposits, pressure tests, line bleeding, tank setting, tank rental, membership, if applicable.
 - Removal from load limiters.
 - Due and past due amounts for electricity and heating fuels.
16. Maintain customer authorizations for exchange of private data between the Service Provider and the energy vendor.
17. Enter account number into eHEAT in the format supplied by the energy vendor.

III. The energy vendor will:

18. 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.
19. Supply account number format to the Service Provider.
20. Upon request, provide a written price list of normal & customary services for home energy costs including but not limited to:


<ul style="list-style-type: none"> ▪ Leak seek and pressure tests ▪ Bleeding lines ▪ Tank setting ▪ Service deposits 	<ul style="list-style-type: none"> ▪ Reconnection fees ▪ Membership fees ▪ Minimum delivery requirements and costs ▪ Emergency fuel and after hours delivery costs
--	--
1. When possible deliver remaining EAP benefit before September 30, 2016.
2. 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.
3. Provide dwelling consumption data within 5 business days of the request in eHEAT.
4. Respond promptly to consumption requests for crisis situations.

5. Register with the State to receive EAP payments.
6. Use the warrant or EFT date as the EAP payment date.
7. Apply all EAP payments to the households account within 5 business days of receipt of payment.
8. Apply EAP payments to the household's energy costs before applying other energy payments.
9. Accept all customer payments.
10. 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.
11. Continue service, reconnect or deliver fuel to households as negotiated by the Service Provider on behalf of the household.
12. 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, and removal from load limiters.
13. Accept a household application status in eHEAT of "approved" as income eligibility validation for EAP.
14. Report dangerous heating or fuel delivery situations for EAP households to the Service Provider.
15. Process and refund to the State any refunds requested by the Service Provider within 10 business days.
16. Process and refund to the State all credits attributable to EAP payments remaining on a customer's account within 10 business days after a client ceases to be a customer.
17. Notify the Service Provider or State if there is reason to believe EAP funds have been misused as described in the EAP Policy Manual.
18. Allow the Service Provider or State access to fiscal records of EAP transactions for audit purposes for period of three (3) years after payment.
19. Complete and submit the EAP Leveraging Report to the State, when requested.
20. 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
1. 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.

V. Signatures:

Energy Vendor:		
Authorized Energy Vendor Representative:		
<u>Craig J. Wainio</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) 748-7342</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	



Minnesota Energy Assistance Program (EAP)

Energy Vendor Price List

Energy Vendor Name: City of Mountain Iron Date: 8/13/15

Please provide what your company charges for the following services (mark "NA" if not-applicable), as well as normal and customary services for home energy costs eligible for payment with EAP funds:

Energy Vendor Service and Price Information

Leak seek and pressure tests:	
Bleeding lines:	
Tank setting:	
Service deposits:	\$150.00 regular electric service \$350.00 electric heat service
Reconnection fees:	\$35.00 during regular work hours \$140.00 after regular work hours
Membership fees:	
Minimum delivery requirements and costs:	
Emergency fuel and after hours delivery costs:	
Other charges:	

Energy Vendors must provide price information upon request, using this form or another format as long as it contains necessary information.



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 10, 2015

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,

A handwritten signature in black ink, appearing to read "Michael McGlone".

Michael McGlone
Statewide HeatShare Director

MM:ra
enclosure

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 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, 2015, and stays effective until September 30, 2016, 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 60768
Phone: 218-748-7570

If to The Salvation Army:

Attn: Mike McGlone
Title: Statewide HeatShare Director
Address: 2445 Prior Avenue
Roseville, MN 60113
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 _____ 2015

The Salvation Army

An Illinois Corporation

By: _____

Title: Divisional Commander

Attest: _____

Title: Statewide HeatShare Director

Dated the _____ day of _____ 2015

**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. 60 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 \$300.
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**

2015-2016 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.

COMMUNICATION
SEPTEMBER 8, 2015

1. Range Mental Health Center, Inc., a thank you for the support for the Project Warmth Fundraising Event.
2. Fairview Range Medical Center, a request for a contribution.

August 27, 2015

City of Mt. Iron
8586 Enterprise Dr. S
Mt. Iron, MN 55768

To Whom It May Concern,

Thank you for your support! We look forward to seeing you at the Project Warmth Fundraising Event and sharing this special evening with you. Your table ticket purchase is enclosed. There are eight tickets to be used at the event.

Sincerely,

Project Warmth Committee

24 HOUR CRISIS LINE: 218-749-2881 or 800-450-2273

An Equal Opportunity Employer

www.rangementalhealth.org

MAIN OFFICE
624 S. 13th Street
Virginia, MN 55792
Phone: 218-749-2881
800-450-2273
Fax: 218-749-3806

WM. J. BELL BLDG.
504 First Street N.
Virginia, MN 55792
Phone: 218-741-4714
800-450-2273
Fax: 218-741-3080

RANGE TREATMENT CENTER
 DETOX
626 S. 13th Street
Virginia, MN 55792
Phone: 218-741-9120
Fax: 218-741-3170

**GOV. RUDY PERPICH
BUILDING**
3203 W. 3rd Ave.
Hibbing, MN 55746
Phone: 218-263-9237
800-450-2273
Fax: 218-262-3150

ELY OFFICE
40 N. 1st Ave. E.
Ely, MN 55731
Phone: 800-450-2273



United Way

Fairview Range Medical Center Charity Golf Event

In Aid of: Patient Crisis Fund

**Friday, September 18th, 2015
Eshquaguma Country Club, Gilbert**

Join us in raising money for the patient crisis fund which helps to support any patient who has a crisis that requires continued help for their medical well-being that is not covered under a medical insurance plan. Patients who come to the hospital are from across the Iron Range and receive primary care from Fairview Mesaba Clinics, Essentia Health, St. Luke's, Scenic River, Grand Itasca, etc. Enjoy a round of golf, dinner, silent auction and door prizes ~ all for a great cause.

9 Hole Golf Scramble

Teams minimum of 4 Max of 5 (any combination)
12:30 p.m. - Registration
1:30 p.m. Shotgun Start

Entry Fee \$75.00 per person or \$250.00 per team.
Includes golf, scramble, dinner and silent auction.
Dinner only: \$25.00
Everyone welcome for dinner!

For Questions Contact:

Judy Strumbell: 218-262-4881 or
Sandy Douglass: 218-865-6240



Registration: \$75.00 per person. (Minimum of 4 team members)

Make Checks Payable to: Central Mesabi Medical Foundation (CMMF)

Payment must be included for all team members



**FAIRVIEW
RANGE MEDICAL CENTER**

Name: 1. _____
2. _____
3. _____
4. _____
5. _____

Hole Sponsorship Only is \$150.00: Name _____

Golf Cart Rental is extra ~ Contact Eshquaguma Country Club at 218-865-4263 to reserve a cart.

Mail Registration/payment to: Judy Strumbell at Fairview Range Medical Center, %3815 Pleasant Lake North, Eveleth, MN 55734