

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, SEPTEMBER 17, 2007 - 6:30 P.M.
A G E N D A**

- I. Roll Call
 - II. Consent Agenda
 - A. Minutes of the September 4, 2007, Regular Meeting (#1-13)
 - B. Communications (#40)
 - C. Receipts
 - D. Bills and Payroll
 - III. Public Forum
 - IV. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Labor Management Committee Meeting (#14)
 - B. City Administrator's Report
 - C. Director of Public Works Report
 - 1. Underground Electrical Quotes (#15-16)
 - 2. LMC Recommendations (#17-18)
 - 3. 2007-2008 Safety Management Program Contract (#19-21)
 - D. Sheriff's Department Report (#22)
 - E. City Attorney's Report
 - F. City Engineer's Report
 - G. Liaison Reports
 - V. Unfinished Business
 - A. Surplus Property Policy (#23-25)
 - B. Enhancement Projects (#26-30)
 - VI. New Business
 - A. Final Pay Request (#31-33)
 - B. AARP Request (#34-35)
 - C. PTA Request (#36)
 - D. Cornerstone Villa Request (#37-38)
 - E. Canceled Meeting Notice (#39)
 - F. Communications (#40)
 - VII. Open Discussion on City Business
 - VIII. Announcements
 - IX. Adjourn
- # Denotes page number in packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
SEPTEMBER 4, 2007

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Alan Stanaway, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Don Kleinschmidt, Director of Public Works; Rod Flannigan, City Engineer; and Rick Feiro, Sergeant.

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

1. Add the following items on to the agenda:
 - IV. A. 1. Utility Advisory Board Vacancy
 - II. B. Communications: MN/DoT, Enhancement Workshop
2. Approve the minutes of the August 20, 2007, City Council meeting as submitted.
3. That the communications be accepted, placed on file, and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period August 16-31, 2007, totaling \$864,774.43, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period July 16-31, 2007, totaling \$400,536.33, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

No one spoke during the public forum.

During the Mayor's report, the Mayor updated the Council on the following:

- City of Tower. Reported that the City of Tower is proceeding with the development of the waterfront property and he wished them well on their endeavor.
- Hoyt Lakes PolyMet Project. He informed the Council that they seem to be proceeding forward with the project. He wished them well in their endeavor.
- South Grove Tennis Court. The Mayor requested that City Staff, Council Members, and the Park and Recreation Board review the tennis courts in South Grove for a possible upgrade of the courts with the 2008 budget.

It was moved by Skalko and seconded by Zupancich to accept the resignation of Scott Williams from the Utility Advisory Board because he has moved outside of Mountain Iron, direct City Staff to send him a letter thanking him for his service on the Board, and post/advertise in the newspaper the opening on the Utility Advisory Board with a deadline of September 28, 2007, for accepting applications. The motion carried.

It was moved by Prebeg and seconded by Stanaway to authorize the purchase of two 60 foot docks for the West Two Rivers Campground at the quotes price of \$14,577.76 to be funded by the Mineland Reclamation Grant. The motion carried.

The City Administrator updated the Council on the following:

- Unity 2nd Addition. He advised the Council that another lot was sold making the total sold go to seven. He also said that the final plat for the addition had been submitted to the County Recorder's office.
- Downtown Park Swings. New swings have been ordered and are expected to cost approximately \$1,700.
- Downtown Park Pavilion. The City has received payment from the insurance company on the damage claim for the pavilion in the amount of approximately \$5,900.
- 16th Avenue. The pre-construction meeting has been held and the project should be underway soon.

Sergeant announced that he would be transferring soon to the Virginia Sheriff's Department office, when a replacement has been found for the Mountain Iron office. The Mayor thanked him for his service for the City of Mountain Iron.

It was moved by Zupancich and seconded by Prebeg to authorize payment request number one to Utility Systems of America for the Unity Addition Phase II Residential Development Project in the amount of \$143,456.14. The motion carried unanimously on a roll call vote.

It was moved by Stanaway and seconded by Zupancich to authorize payment request number two for the Industrial Park Road Extension Project in the amount of \$66,357.26. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Zupancich to authorize payment request number four for the 2006 Street Improvement Projects in the amount of \$3,468.60. The motion carried on the following roll call vote: Roskoski, no; Prebeg, yes; Zupancich, yes; Stanaway, yes; and Skalko, yes.

It moved by Zupancich and seconded by Prebeg to adopt the Foreman position analysis, (a copy is attached and made a part of these minutes) and authorize the posting for the foreman's position. The motion carried with Councilor Roskoski voting no.

It was moved by Skalko and seconded by Roskoski to authorize the purchase of a pavilion for the Downtown Park at a cost of \$13,009.76, with approximately \$6,000 being paid from the insurance claim. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Stanaway to adopt Resolution Number 44-07, ordering preparation of report on improvement on the feasibility of paving the alleys in the Town of Grant Plat and the Merritt's First Addition Plat, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Zupancich to adopt Resolution Number 45-07, approving the proposed 2007 tax levy, collectable 2008, (a copy is attached and made a part of these minutes). The motion carried with Councilor Roskoski voting no.

It was moved by Prebeg and seconded by Stanaway to adopt Resolution Number 46-07, approving the proposed 2008 market rate based referendum levy for the General Obligation Community Center Bonds and Interests, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Stanaway and seconded by Zupancich to adopt Resolution Number 47-07, supporting Laurentian Geographic Information System (GIS) Collaborative, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Roskoski that, what has worked so well for over 50 years, and is very public friendly remain in effect, in that anyone, of any five Council members may put any amount of items, of any topic, on the City Council meeting agenda with the related background information included. All agenda items will then be reviewed for consideration by the entire City Council that is present at any regular or special City Council meetings. The **motion failed** for lack of a second.

The Council reviewed the list of communications.

It was moved by Stanaway and seconded Skalko to authorize one representative from each Board or Commission and anyone from the City Council to attend the League of Minnesota Cities Regional Meeting in Buhl on October 2, 2007, with the City paying the registration fee. The motion carried unanimously on a roll call vote.

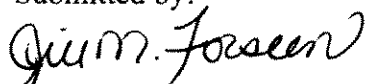
The Council discussed the Iron Range Resources Public Works Infrastructure Grants.

Council Roskoski presented some information regarding possible consideration of the Downtown Skating Rink being closed this winter. The Council felt that the Parks and Recreation Board should review the possible closure prior to the discussion at the Council level.

Councilor Roskoski said that at the last Utility Advisory Board they discussed summer sewer rates and he felt that the rates should be expanded to two more months. Councilor Prebeg said that the Utility Advisory Board did consider expanding the summer sewer rates, but they felt that it would be more economical to leave the sewer rates as they are.

At 7:45 p.m., it was moved by Prebeg and seconded by Zupancich that the meeting be adjourned. The motion carried.

Submitted by:



Gill M. Forseen, CMC/MMCA
Municipal Services Secretary

COMMUNICATIONS

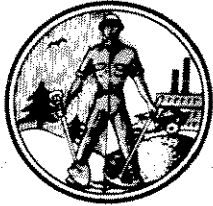
1. League of Minnesota Cities, an invitation to attend the Regional Meeting in Buhl on October 2, 2007.
2. Iron Range Resources, a letter outlining the Public Works Infrastructure Grants and the Community Business Infrastructure Grants with grant applications due by October 19, 2007.
3. Moody's Investors Service, a letter advising the City of being assigned a rating of A3 for the General Obligation Improvement Bonds, Series 2007A.

Summary By Category And Distribution

Category	Distribution	Amount
MISCELLANEOUS	REIMBURSEMENTS	25,383.79
FINES	CRIMINAL	3,439.18
BUILDING RENTALS	NICHOLS HALL	130.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	900.00
UTILITY	UTILITY	137,058.48
BUILDING RENTALS	SENIOR CENTER	50.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	35.00
CAMPGROUND RECEIPTS	FEES	3,727.00
PERMITS	BUILDING	54.00
SALE OF PROPERTY	SALE OF PROPERTY	167,364.96
BUILDING RENTALS	COMMUNITY CENTER	550.00
METER DEPOSITS	ELECTRIC	2,500.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	195.29
MISCELLANEOUS	CHECK RETURN FEE	60.00
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
COPIES	COPIES	2.50
LICENSES	ANIMAL	5.00
METER DEPOSITS	WATER	80.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	26,294.34
INTERGOVERNMENTAL REVENUE	TACONITE PRODUCTION TAX	360,264.00
INTERGOVERNMENTAL REVENUE	IRRRB GRANT-MERRITT INTERSECTI	134,171.00
CD INTEREST	CD INTEREST 101	98.10
CD INTEREST	CD INTEREST 103	285.37
CD INTEREST	CD INTEREST 301	62.42
MISCELLANEOUS	FAX CHARGES	4.00
Summary Totals:		<u>864,774.43</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/07	09/07/2007	135370	9006	ALICIA BROWN	101-20200	50.00
09/07	09/07/2007	135371	9005	AMBER VENAAS	101-20200	100.00
09/07	09/07/2007	135372	10019	ARMORY SHELL	301-20200	5,468.41
09/07	09/07/2007	135373	10010	ARROW AUTO	301-20200	600.00
09/07	09/07/2007	135374	5007	ASSURANT EMPLOYEE BENEFITS	101-20200	652.42
09/07	09/07/2007	135375	20004	BURGHER OFFICE EQUIPMENT	602-20200	22,541.15
09/07	09/07/2007	135376	30017	CARQUEST (MOUNTAIN IRON)	101-20200	183.13
09/07	09/07/2007	135377	30001	CHRISTENSEN PARTS SERVICE INC	604-20200	158.39
09/07	09/07/2007	135378	30020	CLAREY'S SAFETY EQUIPMENT INC	101-20200	476.84
09/07	09/07/2007	135379	30032	COURT ADMIN.-CONCILIATION	604-20200	90.00
09/07	09/07/2007	135380	30030	CUSTOM LETTERING	101-20200	579.00
09/07	09/07/2007	135381	30059	CVAR, THOMAS	101-20200	96.75
09/07	09/07/2007	135382	40009	DEPARTMENT OF COMMERCE	604-20200	329.62
09/07	09/07/2007	135383	40014	DUSTCOATING INC	101-20200	1,170.00
09/07	09/07/2007	135384	50013	EYE CLINIC NORTH	604-20200	165.00
09/07	09/07/2007	135385	60026	FASTENAL COMPANY	604-20200	62.09
09/07	09/07/2007	135386	60029	FERGUSON ENTERPRISES INC	101-20200	372.75
09/07	09/07/2007	135387	60006	FISHER PRINTING	101-20200	38.34
09/07	09/07/2007	135388	60003	FIVE SEASONS SPORTS CENTER	101-20200	41.89
09/07	09/07/2007	135389	80022	HAWKINS INC	602-20200	1,027.09
09/07	09/07/2007	135390	140013	HD WATERWORKS SUPPLY	601-20200	371.12
09/07	09/07/2007	135391	80020	HIBBING CHRYSLER CENTER	301-20200	33.04
09/07	09/07/2007	135392	100012	JUNIOR LIBRARY GUILD	101-20200	750.00
09/07	09/07/2007	135393	6020	KATHRYN NISKA	101-20200	50.00
09/07	09/07/2007	135394	9007	KATHY KEMEN	101-20200	100.00
09/07	09/07/2007	135395	9004	KRISTEN COOPER	101-20200	100.00
09/07	09/07/2007	135396	120039	LEEF SERVICES	101-20200	21.30
09/07	09/07/2007	135397	120034	LOUIS LEUSTEK & SONS INC.	301-20200	66,357.26
09/07	09/07/2007	135398	9001	MARY ANN PAGLIACCETTI	101-20200	100.00
09/07	09/07/2007	135399	130004	MESABI DAILY NEWS	101-20200	533.00
09/07	09/07/2007	135400	130006	MESABI HUMANE SOCIETY	101-20200	1,000.00
09/07	09/07/2007	135401	130040	MIDWEST SPORTSWEAR	101-20200	287.68
09/07	09/07/2007	135402	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	299.40
09/07	09/07/2007	135403	130009	MINNESOTA POWER	101-20200	1,558.74
09/07	09/07/2007	135404	130022	MN STATE FIRE DEPT ASSOCIATION	101-20200	66.00
09/07	09/07/2007	135405	815	NICOLE SUNDSTROM	101-20200	100.00
09/07	09/07/2007	135406	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	150.00
09/07	09/07/2007	135407	140043	NORTHERN 2-WAY SERVICE LLC	101-20200	120.00
09/07	09/07/2007	135408	140050	NORTHWEST ASPHALT MAINTENANCE	101-20200	15,000.00
09/07	09/07/2007	135409	40032	OFFICE OF ENTERPRISE TECHNOLOG	101-20200	422.51
09/07	09/07/2007	135410	160023	POHAKI LUMBER	602-20200	168.39
09/07	09/07/2007	135411	160019	POPULAR SUBSCRIPTION SERVICE	101-20200	1,153.45
09/07	09/07/2007	135412	160030	PRECISION MACHINE	601-20200	120.00
09/07	09/07/2007	135413	170007	QUILL CORPORATION	101-20200	254.98
09/07	09/07/2007	135414	9002	SARA SCHLEPPEGRELL	101-20200	100.00
09/07	09/07/2007	135415	190003	SARANEN AUTO	604-20200	92.97
09/07	09/07/2007	135416	190045	SERVICE SOLUTIONS	101-20200	336.59
09/07	09/07/2007	135417	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	35,000.00
09/07	09/07/2007	135418	190071	SYNERGY GRAPHICS	101-20200	97.51
09/07	09/07/2007	135419	200003	TACONITE TIRE SERVICE	101-20200	569.50
09/07	09/07/2007	135420	200009	TROPHY SHOP	101-20200	605.73
09/07	09/07/2007	135421	210010	ULLAND BROTHERS INC	103-20200	3,468.60
09/07	09/07/2007	135422	210002	UNITED TRUCK BODY COMPANY INC	101-20200	117.69
09/07	09/07/2007	135423	210009	USA BLUE BOOK	602-20200	145.58
09/07	09/07/2007	135424	210006	UTILITY SYSTEMS OF AMERICA INC	301-20200	143,456.14
09/07	09/07/2007	135425	220025	VERIZON WIRELESS	101-20200	21.21
09/07	09/07/2007	135426	220014	VIKING INDUSTRIAL NORTH	101-20200	424.41

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/07	09/07/2007	135427	230010	WILBUR & VIOLET BALL	101-20200	1,150.00
Totals:						<u>308,905.67</u>
Payroll-PP Ending 8/24/07						<u>91,630.66</u>
TOTAL EXPENDITURES						<u><u>\$400,536.33</u></u>



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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CITY OF MOUNTAIN IRON POSITION ANALYSIS

POSITION TITLE: Foreman

SUPERVISOR: Director of Public Works

PRIMARY OBJECTIVE OF POSITION:

The primary objective of this position is for the supervision of construction, installation and maintenance of electrical, water, wastewater, streets, refuse, recycling and storm sewer systems.

RESPONSIBILITIES:

- ◆ Supervises and works on the construction, installation and maintenance of the electrical and water distribution systems, streets, sewer and storm sewer systems.
- ◆ Plans, schedules and organizes manpower, equipment and supplies needed to accomplish assigned tasks.
- ◆ Supervises employees or contractors work to ensure quality efficient work, compliance with codes, ordinances and safety regulations.
- ◆ Responsible for all one-call locations throughout the City.
- ◆ Recommends and implements needed changes to improve efficiency of electrical and water systems, streets, sewer and storm sewer operations, employee safety and manpower utilization.
- ◆ Exercises independent judgement in responding to non-routine assignments and emergency situations or after hour call-outs.
- ◆ Other duties as apparent or as delegated.

KNOWLEDGE, SKILLS AND ABILITIES:

- ◆ Ability to plan and manage assigned work with general direction and exercise independent judgement in non-routine matters
- ◆ Ability to perform strenuous physical activity.
- ◆ Knowledge of applicable federal, state and local rules, codes, ordinances and safety requirements.

TRAINING AND EXPERIENCE:

- ◆ AA/AS, Technical College Degree in related field or equivalent, training in the field of public works preferred.
- ◆ Ability to obtain Journeyman's Lineman license
- ◆ Class B Commercial Drivers License
- ◆ Minimum of five years experience with at least three at a supervisory level.



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RESOLUTION NUMBER 44-07

ORDERING PREPARATION OF REPORT ON IMPROVEMENT

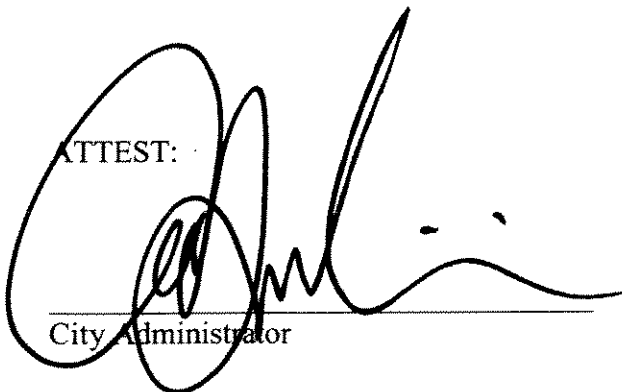
WHEREAS, it is proposed to improve those Alleys identified in Exhibit A by construction, reconstruction and/or overlay and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

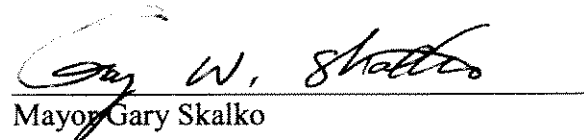
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN IRON, MINNESOTA:

That the proposed improvement be referred to Benchmark Engineering for study and that they are instructed to report to the City Council with all convenient speed advising the City Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

DULY ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF SEPTEMBER, 2007.

ATTEST:

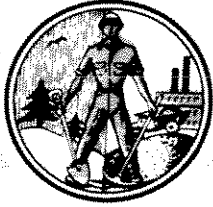


City Administrator

Mayor Gary Skalko

EXHIBIT A

Alley between Blocks 12 and 13, Town of Grant
Alley between Blocks 14 and 15, Town of Grant
Alley adjacent to and west of Block 16, Town of Grant
Alley adjacent to and west of Block 17, Town of Grant
Alley between Blocks 18 and 19, Town of Grant
Alley between Blocks 20 and 21, Town of Grant
Alley adjacent to and east of Block 24, Town of Grant
Alley in Block 1, Merritts First Addition
Alley in Block 2, Merritts First Addition
Alley adjacent to and east of Block 3, Merritts First Addition
Alley in Block 4, Merritts First Addition
Alley adjacent to and south of Block 4, Merritts First Addition
Alleys in Block 5, Merritts First Addition
Alley adjacent to and east of Block 6, Merritts First Addition
Alley adjacent to and south of Block 6, Merritts First Addition
Alley in Block 7, Merritts First Addition



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RESOLUTION NUMBER 45-07

APPROVING PROPOSED 2007 TAX LEVY, COLLECTABLE 2008

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 2008, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL LEVY	\$ 1,002,969.00
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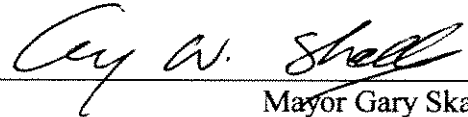
The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF SEPTEMBER, 2007.

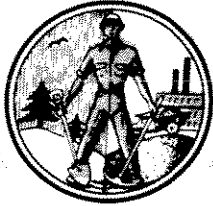
ATTEST:



City Administrator



Mayor Gary Skalko



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 46-07

APPROVING PROPOSED 2008 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.

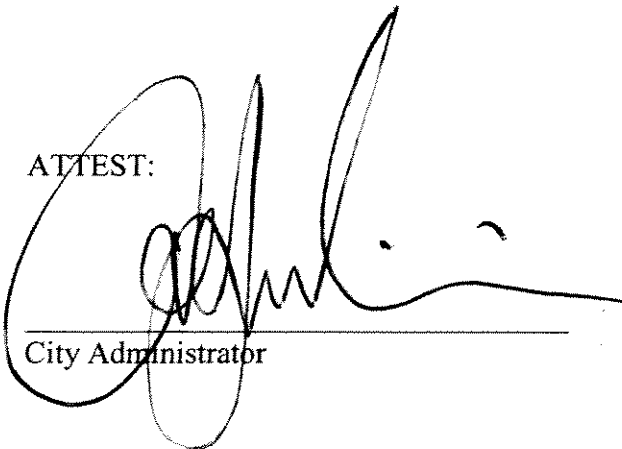
NOW, THEREFOR BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following market rate based levy shall be made in 2007 payable in 2008 for all property in the City of Mountain Iron:

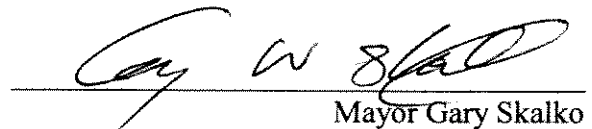
General Obligation Community Center Bond levy shall be \$83,102.00

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

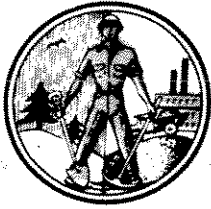
DULY ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF SEPTEMBER, 2007.

ATTEST:



City Administrator

Mayor Gary Skalko



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 47-07

SUPPORTING LAURENTIAN GIS COLLABORATIVE

WHEREAS, Geographic Information Systems (GIS) is a powerful information technology tool that has been adopted by numerous public and private entities for an ever-widening array of applications; and,

WHEREAS, the City of Mountain Iron understands the benefits of a GIS program; and,

WHEREAS, the City of Mountain Iron does not have the financial capability to undertake the implementation of GIS on its own; and,

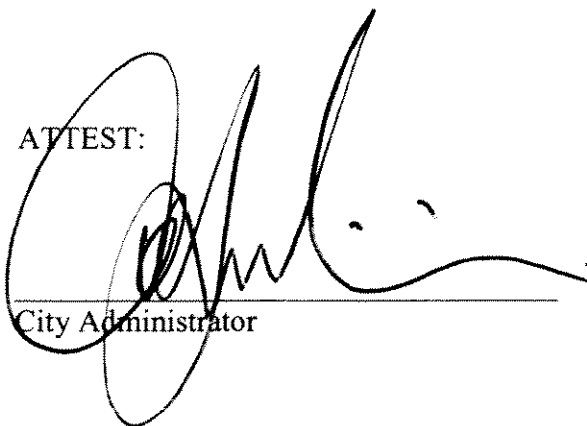
WHEREAS, the City of Mountain Iron would like to partner with the Arrowhead Regional Development Commission to undertake the implementation of GIS for its community.

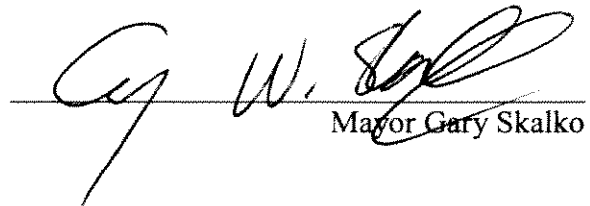
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA:

1. That the City of Mountain Iron is in full support of the Laurentian GIS Collaborative as outlined in the August 13, 2007 letter from the Arrowhead Regional Development Commission. The letter as attached is hereby incorporated by reference and made a part hereof.
2. That the City of Mountain Iron hereby designates the City Administration as the local contact for the project.

DULY ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF SEPTEMBER, 2007.

ATTEST:



City Administrator

Mayor Gary Skalko

COUNCIL LETTER 091707-IVA1

MAYOR

LABOR MANAGEMENT MEETING

DATE: September 12, 2007

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

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

Set up a labor management committee meeting.

COUNCIL LETTER 091707-IVC1

ELECTRIC DEPARTMENT

UNDERGROUND ELECTRICAL QUOTES

DATE: September 12, 2007

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

The following is a quote to install 3 phase underground electric feed under Highway 169 for 300 feet by horizontal boring and plow in 1,000 feet of cable. This will be the new feed to the Unity Two Addition which will complete the electrical distribution in that area.

Staff is recommending award of the quote to Gulbranson Excavating at their quote of \$7,950.00. This will be funded from the electric fund and needs City Council approval for over the \$5,000 purchase limit.



GULBRANSON EXCAVATING CO.

4770 DIFFERDING POINT
EVELETH, MINNESOTA 55734
(218) 741-5747 FAX (218) 741-5763

September 6, 2007

Mr. Steve Downis
City of Mt. Iron
8586 Enterprise Dr S
Mt Iron MN 55768

Re: Three Phase Power Project to Feed New Development

Dear Mr. Downs:

The following is a unit price for the above project. Our price includes labor, equipment, and 2" schedule 40 innerduct.

1. Plow 3-phase power 1,000 ft. @ 2.25 per ft.	\$2,250.00
2. Directional bore 300 ft @ 19.00 per ft. (Includes duct)	\$5,700.00
Total Estimate	\$7,950.00

Please contact me if you have any questions.

Sincerely,


Lonnie Gulbranson
President

COUNCIL LETTER 091707-IVC2

PARKS & RECREATION

L M C RECOMMENDATIONS

DATE: September 12, 2007

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff needs City Council direction for the items laid out on the enclosed incident/complain/request report.

These items are part of the League of Minnesota Cities letters addressing the deficiencies in the Parks & Recreation areas and especially the Locomotive Park. A plan of action for the League recommendations should be developed for implementation.

INCIDENT/COMPLAINT/REQUEST REPORT

9-10-07
Date

Time Ed Roskoski By Phone By Letter In-Person

Name LOCOMOTIVE PARK. Phone Number

Address/Location

Nature of Complaint/Incident/Request:

LARGE Shovel Bucket

① TACK: weld the horizontal shovel bucket door trim ARM (marked with a white X) in place so it cannot be moved up & down.

② Pry/pound the loose dipper tooth and holder (mark with a white X's) back into place and tack weld both pieces into position.

THANKS - Ed

DON Kleinschmidt

Routed To/Handled By

Status

Disposition/Date

CC-MAYOR



Minnesota Municipal Utilities Association

August 28, 2007

MEMORANDUM

To: Safety Compliance Participants
From: Mike Willetts, Director of Job Training and Safety
Subject: 2007-08 Safety Management Program Contract

It is time to renew your safety management program contract. Since our group meeting, all requested changes have been made. There has been very little change from the budgets delivered at the earlier meeting. The contract amendments will cover October 1, 2007 through September 30, 2008, to coincide with MMUA's fiscal year.

A copy of your group's budget and two copies of your contract amendment are enclosed. Please sign both contracts keeping one for your records and mailing the other to the address shown below. **Please do not send payment at this time.** You will be billed shortly after October 1. Mail your signed contract to:

Rita Kelly, Finance Manager
Minnesota Municipal Utilities Association
3025 Harbor Lane North, Suite 400
Plymouth, MN 55447-5142

If you have any concerns with the new contract, please contact me or Rita as follows:

Mike Willetts: phone 763-746-0705 or e-mail willetts@mmua.org
Rita Kelly: phone 763-746-0704 or e-mail rkelly@mmua.org

Thank you for being part of the MMUA safety compliance groups. With this program and your support we have proven that working together as a group we can develop a safety program that is affordable and at the same time works.

Minnesota Municipal Utilities Association
AMENDMENT TO SERVICES AGREEMENT

Safety Management Program

Contract Date: August 28, 2007

Contract Number: 20-2008

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and Mountain Iron Public Utilities (Mountain Iron), dated August 21, 2006, contract number 20-2007, is amended as follows:

PART II, Section 1.

1. DURATION: This Agreement shall remain in force from October 1, 2007 until September 30, 2008 (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 seven thousand four hundred dollars and 00 cents (\$ 7,400.00) for the 2007-08 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 (\$ 7,400.00)
- Quarterly Payments (\$ 1,850.00 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 _____
Date _____
Purchase Order # _____

Minnesota Municipal Utilities Association
By *Jack Krup*
Title Executive Director
Date August 28, 2007

Minnesota Municipal Utilities Association
Safety Management Program
Northeast Group Fee Calculation
 October 1, 2007 - September 30, 2008

City	Total Employees	2007-08 Annual Charge	2007-08 Quarterly Charge	2006-07 Annual Charge	Difference	Total 2007-08 with JTS
Aitkin	14	\$11,400.00	\$2,850.00	\$11,000.00	\$400.00	\$11,400.00
Buffalo	15	\$12,400.00	\$3,100.00	\$12,000.00	\$400.00	\$15,900.00
Buhl	5	\$5,900.00	\$1,475.00	\$5,500.00	\$400.00	\$5,900.00
Hutchinson	60	\$18,400.00	\$4,600.00	\$18,000.00	\$400.00	\$18,400.00
Melrose	23	\$13,400.00	\$3,350.00	\$12,000.00	\$1,400.00	\$15,400.00
Moose Lake	11	\$11,400.00	\$2,850.00	\$11,000.00	\$400.00	\$13,400.00
Mora	17	\$13,400.00	\$3,350.00	\$12,500.00	\$900.00	\$14,900.00
Mountain Iron	22	\$7,400.00	\$1,850.00	\$7,000.00	\$400.00	\$8,900.00
Nashwauk	6	\$5,900.00	\$1,475.00	\$5,500.00	\$400.00	\$7,400.00
Sauk Centre	22	\$13,400.00	\$3,350.00	\$12,000.00	\$1,400.00	\$15,400.00
Willmar	60	\$18,400.00	\$4,600.00	\$18,000.00	\$400.00	\$22,900.00
Totals:	255	\$131,400.00	\$32,850.00	\$124,500.00	\$6,900.00	\$149,900.00

Annual JTS (Electric)	\$500.00 per lineman	2007-08	2006-07
Aitkin	0	\$0.00	\$0.00
Buffalo	7	\$3,500.00	\$3,500.00
Hutchinson	0	\$0.00	\$0.00
Melrose	4	\$2,000.00	\$2,000.00
Moose Lake	4	\$2,000.00	\$2,000.00
Mora	3	\$1,500.00	\$1,000.00
Mountain Iron	3	\$1,500.00	\$1,500.00
Nashwauk	3	\$1,500.00	\$1,500.00
Sauk Centre	4	\$2,000.00	\$2,000.00
Willmar	9	\$4,500.00	\$4,500.00
Totals:	37	\$18,500.00	\$18,000.00

Please notify Rila Kelly of changes to your city.
 Call 763-746-0704; fax 763-551-0459 or e-mail to rkelly@mmua.org.



Saint Louis County

Office of the Sheriff - 100 North 5th Avenue West, Room 103 • Duluth, Minnesota 55802
Phone: (218) 726-2337 - Fax: (218) 726-2171

Ross Litman
Sheriff

TO: Mountain Iron Mayor and City Council
FROM: Sgt. Richard J. Feiro/5171
RE: August 2007 Stats
DATE: September 11, 2007

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

Deputies also performed 110 traffic stops, issuing 33 citations for traffic and criminal offenses and 99 traffic warnings.

CALLS FOR SERVICE:

7-Fire Calls
3-Drug Related Calls
33-On Views (Officer initiated contacts, checking on persons, vehicles, properties)
11-Public Assists (Hotrodders, Loud Music, Car Unlocks)
15-Custodial Arrests
19-Disturbances (Verbal Arguments/Domestics/Threats)
20-Suspicious Persons/Vehicles/Unwanted Persons/Warrant Attempts
10-Theft
14-Assists to Sheriff's Office (Vir/Hib/Buhl)-(9 of these were in Mt. Iron's Area)
11-Assists to VIPD/EVPD(5 of these were in MT. Iron's area)
4-Welfare Checks upon Persons or Suicide Threats
11-Medical Assists
7-Motor Vehicle Crashes
6-Alarm Calls
1-Assault
10-Damage to Property
2Burglary
6-Animal Complaints
0-Search Warrants
38-Other Misc Calls(ie: Harassment, Civil Disputes, ATLS, Assist State Patrol)
3-Runaway Reports

Reply to:

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Administrative Offices

100 N 5th Ave. W, Rm 103
P.O. Box 16187 Duluth, MN 55816
Phone: (218) 726-2341
Fax: (218) 726-2171

County Jail

4334 Haines Road
Duluth, MN 55811
Phone: (218) 726-2345
Fax: (218) 725-6134

Emergency Management

5735 Old Miller Trunk Hwy
Duluth, MN 55811
Phone: (218)
Fax: (218)

Sheriff's Office

300 South 5th Avenue
Virginia, MN 55792
Phone: (218) 749-7134
Fax: (218) 749-7192

Sheriff's Office

1810 12th Ave. E
Hibbing, MN 55746
Phone: (218) 262-0132
Fax: (218) 262-6334

COUNCIL LETTER 091707-VA
CITY COUNCIL
SURPLUS PROPERTY POLICY

DATE: September 12, 2007

FROM: City Council

Craig J. Wainio
City Administrator

As directed by the City Council, Staff has reviewed the current Surplus Property Policy and made recommendations for its change. Enclosed, please find a copy of the current policy and a copy of the requested changes to the policy.

It is recommended that the City Council adopt the recommended changes to the surplus property policy as a replacement for the current policy.

SURPLUS PROPERTY POLICY

Policy Number 2003-01

Adopted: May 5, 2003

A. RESPONSIBILITY

The appropriate Department Head is responsible for the implementation of this policy.

B. PROCEDURE

- All items or material not considered normal trash with no useful life left or not necessary for the operation of any City Department will be stored in a secure place until disposal.
- Once a year or more often if necessary, Department Heads will compile a list of surplus items and forward said lists to the City Administrator who will compile a master list.
- Once a year or more often if necessary, the City Administrator will notify the City Council of the need to dispose of surplus property and provide a master list for review.
- The City will advertise in major media, listing the major items for disposal and seek sealed bids for 15 days.
- All items advertised for disposal will be sold as is-where is to the highest bidder.
- All payments will be deposited into the appropriate City funds.

A. RESPONSIBILITY

The appropriate Department Head is responsible for the disposition of all surplus and scrap materials belonging to the City. Whenever any City personal property is no longer needed for public purposes, the same may be offered for sale based upon this policy.

B. PROCEDURE

At least once a year, all Departments shall be asked to report stock of materials, which have become obsolete or worn and are no longer useful to their operation.

- Each Department of the City will continuously survey all premises, facilities, and areas to determine what property, if any, is of no further use.
- The property designated as surplus should then be listed and separated and evaluated for disposition by the Department concerned.
- Each Department shall gather and store the property to be disposed of until inspection and disposition can be made.
- Disposal of property as unfit for use or sale will be made by the appropriate Department Head after proper notification to the City Administrator.
- In all cases, property to be sold as scrap or junk will be disposed of as quickly as possible under direction of the appropriate Department Head upon approval of the City Administrator.
- Non-scrap or junk property not exceeding twenty-five hundred dollars (\$2,500.00) in value may be sold for cash upon approval of the City Administrator. Property with a value in excess of \$2,500.00 may be sold after advertising and receiving competitive bids and after approval of the sale has been given by the City Council.
- In all cases, any payment received shall be deposited with the City Treasurer as soon as practically possible.

COUNCIL LETTER 091707-VB
CITY COUNCIL
ENHANCEMENT FUNDING

DATE: September 12, 2007

FROM: City Council

Craig J. Wainio
City Administrator

As directed by the City Council this item is being placed on the agenda with the background information included in your packet.



Minnesota Department of Transportation

1123 Mesaba Avenue
Duluth, MN 55811-2798
Office Tel: 218/ 725-2700
Fax: 218/ 725-2800

101 N. Hoover Road
Virginia, MN 55792-3412
Office Tel: 218/ 742-1100
Fax: 218/ 742-1086

August 30, 2007

Re: Solicitation for Enhancement Projects

Dear Public Official:

The purpose of this letter is to request the submittal of projects to be funded up to 80% by federal Enhancement funds. You should forward this solicitation to individuals in your organization responsible for proposing and developing projects which are historic, scenic, or environmental in nature and/or focus on facilities for bicycles and pedestrians.

Enhancement funds are to be expended exclusively on twelve activities which have been grouped into three categories: 1) Pedestrian and Bicycle, 2) Historic, 3) Scenic and Environmental. Enhancement funds are a ten percent portion of the Surface Transportation Program established in the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 and continued in the Transportation Equity Act for the Twenty-first Century (TEA-21) in 1998 and in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) in 2005.

Minnesota receives Enhancement Funds in the amount of ten million dollars per year. The Northeast Minnesota Area Transportation Partnership (NE MN ATP) typically prioritizes enhancement projects totaling \$1.5 million per year.

The attached materials include Enhancements process guidelines, deadlines and workshop information.

This solicitation is for State Fiscal Year 2012. However, if projects can be made ready for bids in an earlier year, please indicate this on your project application. I would like to emphasize the importance of project schedules that are realistic and achievable along with accurate cost estimates.

Applicants are encouraged to attend an Enhancement workshop on September 20th at 1:00 PM at the Mn/DOT office in Duluth. Pre-Applications can be requested by contacting Bryan Anderson at 1-800-232-0707 or banderson@ardc.org. Applications will be sent to applicants once their pre-application has been reviewed by ARDC and Mn/DOT staff to ensure project qualification.

The attached information should be fairly self explanatory. Should you have questions please do not hesitate to call Bryan Anderson 1-800-232-0707 or visit the Northeast Minnesota Area Transportation Partnership web page for more information www.nemnatp.org.

Sincerely,

A handwritten signature in black ink that reads "Michael L. Robinson".

Michael L. Robinson, P.E.
District Engineer

Enhancements

What are Transportation Enhancements?

Transportation Enhancements (referred to as simply "Enhancements") are a category of transportation projects that are eligible for federal funding under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). Enhancement projects are defined as transportation-related activities that are designed to strengthen the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system. The program provides funding for the implementation of a variety of projects ranging from bike and pedestrian facilities, to restoration of historic transportation facilities, to landscaping and scenic beautification.

Who can apply for Enhancements Funding?

Only eligible applicants can apply for funding. Eligible applicants include counties, cities over 5,000 people, state agencies, Native American Tribes, and Regional Development Commissions. If an entity such as a township or non-profit organization would like to submit a proposal, then the entity must have an eligible applicant sponsor the proposal.

How much money is available?

The maximum amount that each project can request in a given grant cycle is \$500,000. There is also a minimum amount of \$50,000.

Is there a local match that is required?

Yes. A 20% match of the requested funds is required. The local matching funds must be non-federal funds.

When is the next grant cycle?

The next grant cycle will begin in August 2007 and applicants will be notified in April 2008. Funds for the next grant cycle are technically available on October 1, 2011; however, funding can be advanced if the project is ready and the required paperwork has been submitted to Mn/DOI.

Who reviews and evaluates the applications?

The Northeast Minnesota Area Transportation Partnership (ATP), a board of elected officials, state agency representatives, and transportation experts, is responsible for identifying projects to receive federal funds. The ATP has appointed an Enhancements Task Force that reviews the Enhancements applications. This committee makes recommendations to the ATP.

Is the review process competitive?

Yes. Approximately \$1,500,000 is available for Enhancements in Northeast Minnesota (this includes the counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, Pine, and St. Louis) per year. Over the past years, the ATP has been able to fund about one-third of the proposals.

If you have any questions regarding the Enhancements Program, please feel free to contact:

Bryan Anderson, ARDC Senior Planner
Phone: (218) 529-7529 or 1-800-232-0707

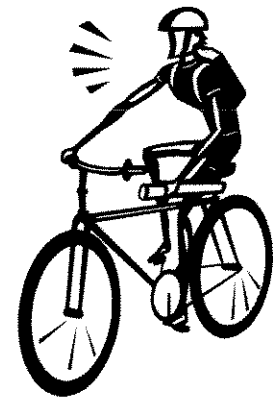
E-mail: banderson@ardc.org
www.nemnntp.org

Enhancements Workshop

**When: Thursday, September 20, 2007
1:00-3:00 pm**

**Where: Mn/DOT
1123 Mesaba Ave
Duluth, MN 55811**

**Please RSVP to Bryan Anderson
by September 14th**



CONTACT

**Bryan Anderson, ARDC
Phone: 218-529-7529
Email: banderson@ardc.org**

The Department of Transportation is holding an Enhancements Workshop to give a brief overview of what Enhancements are and how they are funded. There are two types of Enhancements. The details of the Enhancement process will be explained: pre-application, application. The workshop will be a working session providing help to applicants on project questions.

Come with questions and project ideas!

Transportation Enhancements Program 2012



Transportation Enhancements (TE) are transportation-related activities that are designed to strengthen the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system. The Transportation Enhancements program provides for the implementation of a variety of non-traditional projects, with examples ranging from the restoration of historic transportation facilities, to bike and pedestrian facilities, to landscaping and scenic beautification, and to the mitigation of water pollution from highway runoff.

FY 2012 Application Process

This year's process will begin September 20, 2007 with an Enhancements workshop at the Mn/DOT office in Duluth. Pre-applications are due on November 2, 2007. ARDC and Mn/DOT will review pre-applications to determine eligibility and final applications will be mailed to qualifying applicants. Final applications are due on December 14, 2007. The Enhancement Task Force will review and rank the applications in February 2008. The ATP Steering Committee will review the Task Force recommendations in March 2008. The ATP will review the recommendations April 2008 and official funding notification will be sent to applicants at the end of April 2008.

Timeline:

August 2007	Enhancements mailing sent out to State and local agencies
September 20th	Enhancements workshop
November 2nd	Enhancement Pre-application due date
December 14th	Enhancement final application due date
February	Enhancements Task Force ranks Enhancement projects
March	ATP Steering Committee reviews the Task Force recommendations
April	ATP reviews recommend projects/ applicants are notified if their project was funded
May	ATP recommendations are sent to the State for final review

The Arrowhead Regional Development Commission provides facilitation and staff services for the ATP Enhancement Task Force, which determines projects for funding under the Enhancements program. ARDC also communicates to local officials about ATP priorities, and provides general staff support through the ATP Work Group. If you have any questions regarding Enhancements or the Enhancement process please contact:

Bryan Anderson, ARDC Senior Planner
Phone: (218) 529-7529 or 1-800-232-0707
E-mail: banderson@ardc.org
www.nemnatp.org



Contractor's Application For Payment No. 1

To (Owner): City of Mt Iron	Application Period: October 1, 2006	Application Date: August 30, 2007
Project: Mt. Iron Voluntary Remedial Action Plan	From (Contractor): KGM Contractors Inc	Notice to Proceed Date: 8-22-06
Owner's Contract No.: 0754-12	Contract: Mt. Iron Remedial	Via (Engineer) Wenck Associates Inc
	Contractor's Project No.: 0754-12	Engineer's Project No.: 0754-012

Application for Payment

Change Order Summary

Approved Change Orders Number	Additions	Deductions	
TOTALS	\$0.00		\$0.00
NET CHANGE BY CHANGE ORDERS			
			\$0.00

1. ORIGINAL CONTRACT PRICE \$ 506,172.00
2. Net change by Change Orders \$ 0.00
3. CURRENT CONTRACT PRICE (Line 1 ± 2) \$ 506,172.00
4. TOTAL COMPLETED AND STORED TO DATE
(Column G on Progress Estimate) \$ 444,083.00
5. RETAINAGE:
 - a. % x \$ Work Completed \$ 0.00
 - b. % x \$ Stored Material \$ 0.00
 - c. Total Retainage (Line 5a + Line 5b) \$ 0.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c) \$ 444,083.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) \$ 0.00
8. AMOUNT DUE THIS APPLICATION \$ 3,000.00
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G on Progress Estimate + Line 5 above) \$ 0.00

Contractor's Certification

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$ 3,000.00
(Line 8 or other - attach explanation of other amount)

is recommended by: _____ (Engineer)

Payment of: \$ 3,000.00
(Line 8 or other - attach explanation of other amount)

is approved by: _____ (Owner)

Approved by: _____ Funding Agency (if applicable)

_____ (Date)

_____ (Date)

_____ (Date)

Progress Estimate

Contractor's Application

Item		A		B		C		D		E		F		G		H		I	
Item No.	Description	Bid Quantity	Unit Price	Bid Value	From Previous Application	Work Completed Period	Quantity this Period	Value this Application	Materials Stored (not in C or D)	Total Completed and Stored to Date (C + E + F)	% (G / B)	Balance to Finish (B - G)							
1.	MOBILIZATION	1	\$15,643.00	\$15,643.00	1	0	0	\$0.00	\$0.00	\$15,643.00	100%	\$0.00							
2.	FIELD ENGINEERING	1	\$3,500.00	\$3,500.00	1	0	0	\$0.00	\$0.00	\$3,500.00	100%	\$0.00							
3.	TEMP EROSION AND SEDIMENT CONTROL	1	\$1,000.00	\$1,000.00	1	0	0	\$0.00	\$0.00	\$1,000.00	100%	\$0.00							
4.	SITE PREP AND ACCESS ROAD	1	\$15,000.00	\$15,000.00	1	0	0	\$0.00	\$0.00	\$15,000.00	100%	\$0.00							
5.	COMMON EXCAVATION	12,000	\$2.43	\$29,160.00	10000	0	0	\$0.00	\$0.00	\$24,300.00	83%	\$0.00							
6.	CONTROLLED FILL	15,000	\$2.50	\$37,500.00	12000	0	0	\$0.00	\$0.00	\$30,000.00	80%	\$0.00							
7.	WASTE EXCAVATION	20,300	\$1.58	\$32,074.00	18000	0	0	\$0.00	\$0.00	\$28,440.00	89%	\$0.00							
8.	ON SITE CONTAMINATED SOIL TREAT	700	\$10.00	\$7,000.00	350	0	0	\$0.00	\$0.00	\$3,500.00	50%	\$0.00							
9.	TRANSPORTATION AND DISPOSAL	11,227	\$32.27	\$362,295.29	10000	0	0	\$0.00	\$0.00	\$322,700.00	89%	\$0.00							
10.	SITE RESTORATION	1	\$3,000.00	\$3,000.00	1	1	1	\$3,000.00	\$0.00	\$0.00	0%	\$3,000.00							
Totals				\$506,172.29				\$3,000.00	\$0.00	\$444,083.00		\$3,000.00							

EJCDC No. C-620 (2002 Edition)
 Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

September 10, 2007



AARP TAX AIDE
Marian D. Chase
District Coordinator for North St. Louis County
503 North Van Buren Avenue
Eveleth, MN 55734-2253
Phone: 218-744-5635

The Honorable Gary Skalko, Mayor
Mt. Iron City Hall
8586 Enterprise Drive South
Mt. Iron, MN 55768

Dear Mayor Skalko:

I respectfully request the use of either the Iroquois or Wacoota room in the Mt. Iron Community Center for training AARP Tax Aide Volunteer Counselors the week of January 14-18, 2008 from 8:00-4:30, daily. Since there is a conflict on Sunday, January 13, we request that we be able to set up on Monday morning perhaps 6:00-8:00 A.M.

We need a room which can seat about 36 counselors at tables arranged in a classroom style. Our instructors use an overhead projector and/or other electronic equipment in their presentations. The room needs to be a secure, locked facility in order to leave desktop computers and overhead projectors in the classroom the entire week of training.

We will need a total of 18 tables; 12 arranged in classroom style for the 36 counselors and three in the front of the room for instructors, materials and projectors. Another three will be needed in the back of the room for materials and coffee 'an for the counselors.

AARP is a nationwide program which serves low and moderate income taxpayers of all ages. During the season, we have sites set up in Hibbing, Chisholm, Virginia and Ely which are open one or more days per week. For example, in Virginia, a site at the Thunderbird Mall is open Tuesday, Thursday and Saturday, including evening hours on Tuesdays. Due to an increase in the number of persons served at the Mall, we may have to offer assistance on another day this season. In addition, we have many one-day sites located at hi-rises in many communities, including Mt. Iron. We provide service to shut-ins, as well.

In 2007, we assisted 4,142 individuals free of charge. Federal and state refunds totaled over \$2.5 million which contributes to the local economy. (The taxpayers we assist spend their refunds on merchandise and services, locally.)

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2.

We have no funds to pay for a training facility or for our tax preparation sites. AARP, IRS and Minnesota Revenue provide us with materials for training and some instructors, depending on their availability, but no funds for facility rental. Therefore, we request that fees for the room be waived.

We instructors provide refreshments such as fruit, cookies and coffee for morning and afternoon breaks. Students either carry a bag lunch or go out to the closest restaurant for their lunch. We request permission to bring in coffee and hot water pots for beverages and the above mentioned refreshments. We do not need a kitchen if we are allowed to serve coffee, etc in the training room.

Although I am not a Mt. Iron resident, Bonnie Ebnet, Director of RSVP and the Northland Volunteer Center at AEOA, our local umbrella agency, is a Mt. Iron resident. I would be happy to speak to the Mt. Iron City Council to give a further explanation of the program and answer questions.

Please advise me if I may speak to the Council on Monday, September 17 or on the first or third Monday in October.

Sincerely,

A handwritten signature in cursive script that reads "Marian D. Chase".

Marian D. Chase,
District Coordinator AARP Tax Aide, North St. Louis County

September 12, 2007

Dear Mountain Iron Mayor and City Council Members:

The Merritt Elementary PTA has purchased 2 tetherball games for the Merritt students and area children. We are asking the City of Mountain Iron for help in auguring 2 holes for these tetherballs with the augur truck. They will be installed sometime in the month of September in the Merritt Elementary playground area. We have some old playground equipment to pull out before the holes can be augured.

The City of Mountain Iron has donated this service before and has made the installation a lot easier. The playground project at Merritt has been successful due in part to in-kind services such as this.

Thank you for your consideration.

Merritt Elementary PTA

A handwritten signature in black ink that reads "Shari Christenson". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Shari Christenson, PTA President
735-8271 Ext. 2100



Cornerstone Villa

Providing care for the foundation of our northland communities.

9/11/07

Dear City Council Members,

We are currently fundraising for much needed medical equipment. We need funding to be able to purchase a bladder scanner at Cornerstone Villa. This will greatly improve the quality of care given to our residents.

A bladder scanner is a unique tool to improve the comfort of patients who may be incontinent. It can be used to diagnose different causes of incontinence and can be used to guide treatment. Having this equipment in the building eliminates several visits to the clinic and increases patient's privacy by having familiar faces take care of them. Likewise, it also greatly reduces the pain and embarrassment of being catheterized. But more importantly, it will significantly reduce the amount of urinary tract infections by being able to scan a person at the onset of symptoms. Having this information here with us allows us greater healthcare options for our residents. This will improve quality of care in allowing for dignified and informed decisions for our residents or their families.

As you read this letter we ask that you truly put yourself in our resident's shoes and know how uncomfortable, painful and embarrassing it is to suffer with incontinence. We also all know that visits to the clinic can be confusing and frustrating for our residents.

Any support that you could provide us would be greatly appreciated by our residents, families and staff at Cornerstone Villa.

Sincerely,

Terri Rowlan

OTA/Recreational Director

PO Box 724 • 1000 Forest Street • Buhl, Minnesota 55713 phone 218-258-3253 fax 218-258-2246

The ideal solution for incontinence care

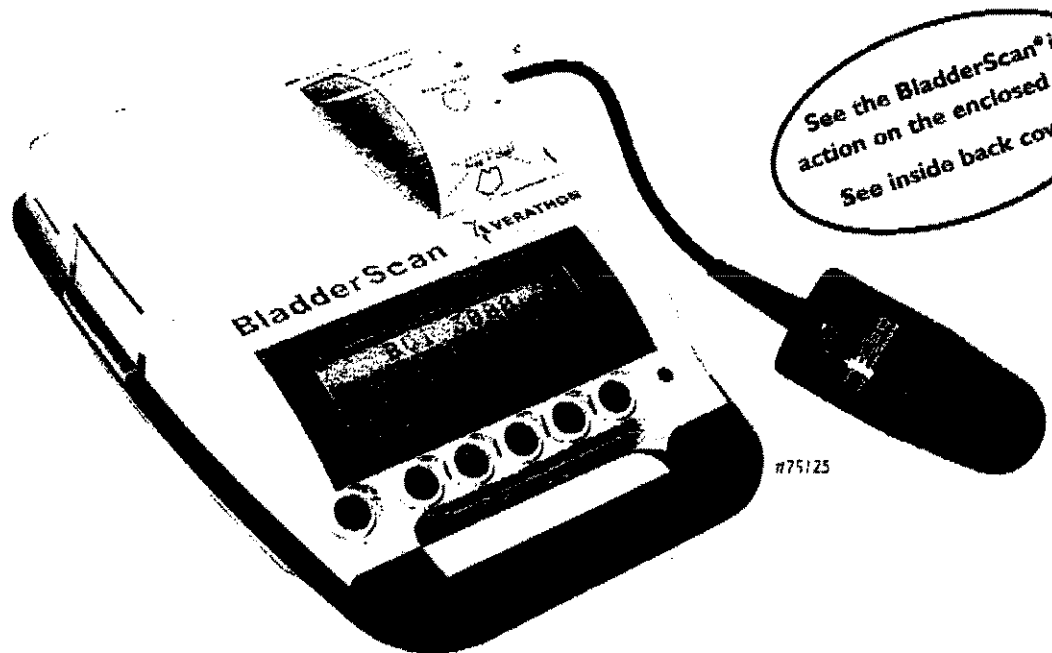
The BladderScan® is your easy-to-use noninvasive tool for collecting and assessing quick, accurate post void residual (PVR) measurements – reducing the need for catheterization and making measurements painless for residents. In many cases, its innovative and exclusive technology makes it a quick, easy and comfortable alternative to invasive catheterization, and will help you maintain compliance with revised F-Tag 315 regulations.

The BladderScan's® revolutionary and exclusive technology allows staff to track residents' bladder activities, record data and determine a plan of care, ultimately improving your residents' quality of life.

How does it work?

BladderScan® measures ultrasonic reflections in the body to differentiate the bladder from surrounding tissues and creates a 3-D image of the bladder. The instrument then automatically calculates and displays bladder volume on an easy-to-read LCD screen. It requires only minimal training to use and can immediately become an effective tool in managing incontinence.

BLADDERSCAN® BVI 3000



BLADDERSCAN® BVI 3000 – comprehensive and convenient

- Scans are completed in a matter of seconds
- LCD screen clearly displays bladder volume in mLs
- Includes onboard printer for immediate documentation
- Operates on one 7.2V NiMH battery pack (two included) for six hours of continuous use; charger included
- Larger size makes unit harder to be misplaced or stolen
- Transports easily with optional rolling cart
- Measures 9"W x 11 1/4"L x 2 3/4"H
- Weighs less than 5 lbs.

#75125 BladderScan® BVI 3000

Accessories

#75132 Rolling Cart, 36"H x 20"W x 20"L

#75133 Carrying Case

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COUNCIL LETTER 091707-VIE
COUNCILOR ED ROSKOSKI
CANCELLED MEETING NOTICE

DATE: September 12, 2007
FROM: Councilor Ed Roskoski
Craig J. Wainio
City Administrator

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

When any board – committee – commission meeting is cancelled at the last minute (the day of any said meeting), a notice should be posted on the front door of the meeting place stating so. This would be done by whoever is in charge of the meeting.

Dear Mayor Skalko &
Honorable Councilmen,

Thank you all for the
beautiful display of flowers.
Larry enjoyed his job
through the years and
was proud to serve the
people especially the youth
of Mtn Iron.

Thank you too for all
you have done for us.

We thought that after
his retirement we'd have
some time but it all
went too fast. Take care
and God bless.

Shalom,

Marianne

Thank you sincerely for
sharing our sorrow.

Your kindness is deeply
appreciated and will
always be remembered.

The family of

Larry Hank