

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, OCTOBER 3, 2011 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the September 19, 2011, Regular Meeting (#1-8)
  - B. Minutes of the September 19, 2011, Committee-of-the-Whole Meeting (#9)
  - C. Receipts
  - D. Bills and Payroll
  - E. Communication
- III. Public Forum
- IV. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
    - 1. Liability Coverage Waiver Form (#10)
    - 2. Local Board of Appeal & Equalization Training Session (#11)
  - C. Interim Public Works Director's Report
  - D. Sheriff's Department Report
    - 1. Monthly Report (#12)
  - E. City Engineer's Report (#14)
    - 1. Wellhead Protection Plan Public Hearing (#13)
  - F. Utility Advisory Board
    - 1. Water Rate Adjustment (#15)
  - G. Parks and Recreation Board
    - 1. Authorization to Advertise for Skating Rink Attendants (#16)
  - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
  - A. 2011-12 Safety Management Program Contract (#17-18)
  - B. 2011 Audit Proposal (#19-26)
  - C. Disposal of Surplus Property (#27)
- VII. Communications
- VIII. Announcements
- IX. Closed Meeting (#28)
- X. Adjourn

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
SEPTEMBER 19, 2011

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Susan Tuomela, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Anderson, Municipal Services Secretary; Michael Downs, Interim Public Works Director; Rod Flannigan, City Engineer; Karl Sundquist, City Attorney; and John Backman, Sergeant.

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

1. Add the following item to the agenda:
  - IV. A. 1. Mountain Iron-Buhl Quarterback Club Donation Request
2. Approve the minutes of the September 6, 2011, regular meeting as submitted.
3. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period September 1-15, 2011, totaling \$438,635.97, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period September 1-15, 2011, totaling \$456,360.23, (a list is attached and made a part of these minutes).

The motion carried on the following roll call vote: Prebeg, yes; Zupancich, yes; Tuomela, yes; Roskoski, no; and Skalko, yes.

During the Mayor's report, Councilor Roskoski acknowledged the following people from Mountain Iron that participated in the 2011 Hibbing Raceway Season:

- Brad Hanson (South Grove)-finished third in the Modified Class
- Bob Kintner (Parkville)-finished eighth in the Super Stock Class
- Nick DaRonco (Sainio Road)-finished fourth in the Midwest Modified Class
- Rusty Rask (Wolf)-finished 14<sup>th</sup> in the Midwest Modified Class
- Thank you-He also thanked the drivers, pit crews, car owners, and families for a successful racing season.

It was moved by Skalko and seconded by Prebeg to authorize a donation of \$100 to the Mountain Iron-Buhl Club with the funds being expended from the Charitable Gambling Fund. The motion carried unanimously on a roll call vote.

It was moved by Prebeg and seconded by Tuomela to authorize the special events permit for the Mesabi Family YMCA to conduct a run/walk event on October 8, 2011. The motion carried.

The City Administrator commented on the following:

- Fire Hall Remodeling. The project is going well and should be completed shortly.
- Bluebell Avenue and Daffodil Avenue. The pre-construction meeting for the overlay project is set for Tuesday, September 20, 2011.
- Draft Wellhead Protection Plan. The Plan is available for public review at the City Hall and a public hearing would be set for the end of October or the beginning of November.

The Interim Public Works Director commented on the following:

- Unity Second Addition. Two street lights have been installed in Unity Second Addition and two more would be added shortly.
- Library Fence and Hedge. The fence and hedge have been removed. The City Crew would be removing the stump in the yard shortly.

It was moved by Zupancich and seconded by Tuomela to authorize payment request number six to Magney Construction Incorporated for the Wastewater Treatment Facility Aeration System Improvements in the amount of \$8,629.74. The motion carried on the following roll call vote: Tuomela, yes; Roskoski, no; Prebeg, yes; Zupancich, yes; and Skalko, yes.

There were no liaison reports given.

It was moved by Zupancich and seconded by Roskoski to adopt Resolution Number 23-11, adopting assessments for the Mill Avenue Street Overlay Project, (a copy is attached and made a part of these minutes). The motion carried.

During the announcements, Councilor Tuomela said that she would be at the Mountain Iron Library on Saturday, October 1<sup>st</sup>, 2011, from 10 a.m. until noon, to meet with residents.

At 6:42 p.m., it was moved by Zupancich and seconded by Tuomela to recess the regular meeting and open the closed meeting under Minnesota Statute 13D.05, subdivision 2 (b); 13.43, subdivision 2 (4) for preliminary consideration of allegations or charges against an individual subject to the public body's authority; taking a ten minutes recess first. The motion carried.

At 6:59 p.m., the closed meeting was opened with the following members present: Joe Prebeg, Jr., Tony Zupancich, Susan Tuomela, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; and Karl Sundquist, City Attorney.

At 8:12 p.m., it was moved by Zupancich and seconded by Tuomela to adjourn the closed meeting and reconvene the regular meeting. The motion carried.

At 8:12 p.m., it was moved by Zupancich and seconded by Roskoski that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC  
Municipal Services Secretary

[www.mtniron.com](http://www.mtniron.com)

#### COMMUNICATIONS

1. Virginia Girls Swim Team, a thank you for waiving the rental fee and donating the use of the Community Center for their end of year banquet held in December 2010.

## Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	112,309.85
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	34.89
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	547.81
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	108.00
PERMITS	BUILDING	803.63
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
CAMPGROUND RECEIPTS	FEES	2,120.00
METER DEPOSITS	ELECTRIC	900.00
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	600.00
BUILDING RENTALS	COMMUNITY CENTER	350.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	73.58
BUILDING RENTALS	SENIOR CENTER	50.00
FINES	ADMINISTRATIVE OFFENSE	1,000.00
LICENSES	ANIMAL	5.00
PERMITS	SPECIAL EVENTS	25.00
FINES	CRIMINAL	2,493.24
BUILDING RENTALS	NICHOLS HALL	50.00
INTERGOVERNMENTAL REVENUE	TACONITE MUNICIPAL AID	314,618.00
MISCELLANEOUS	REIMBURSEMENTS	632.95
CD INTEREST	CD INTEREST 101	166.86
CD INTEREST	CD INTEREST 378	1,168.03
CD INTEREST	CD INTEREST 602	129.78
CD INTEREST	CD INTEREST 603	389.35
Summary Totals:		<u>438,635.97</u>

Check Issue Date(s): 09/10/2011 - 09/23/2011

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/11	09/16/2011	141457	130011	MOUNTAIN IRON POSTMASTER	602-20200	357.47
09/11	09/21/2011	141458	10056	A T & T MOBILITY	101-20200	1,397.72
09/11	09/21/2011	141459	9005	ACCESS INFORMATION SYSTEMS INC	101-20200	10.00
09/11	09/21/2011	141460	10008	AIRGAS NORTH CENTRAL	101-20200	131.66
09/11	09/21/2011	141461	130017	AMERICAN BANK	101-20200	480.08
09/11	09/21/2011	141462	9010	ANTWON FERGUSON	604-20200	171.45
09/11	09/21/2011	141463	10066	AQUA POWER	602-20200	949.23
09/11	09/21/2011	141464	9008	ASHLEY BAUMAN	604-20200	153.73
09/11	09/21/2011	141465	20022	BENCHMARK ENGINEERING INC	301-20200	49,631.43
09/11	09/21/2011	141466	1179	BHS FOUNDATION	101-20200	200.00
09/11	09/21/2011	141467	170001	CENTURY LINK	101-20200	361.63
09/11	09/21/2011	141468	30068	CHAD, GREG	101-20200	80.00
09/11	09/21/2011	141469	220003	CITY OF VIRGINIA	101-20200	57.03
09/11	09/21/2011	141470	30072	CW TECHNOLOGY	101-20200	324.01
09/11	09/21/2011	141471	50043	E-470 PUBLIC HIGHWAY AUTHORITY	603-20200	12.00
09/11	09/21/2011	141472	50013	EYE CLINIC NORTH	604-20200	333.50
09/11	09/21/2011	141473	60026	FASTENAL COMPANY	101-20200	62.59
09/11	09/21/2011	141474	60006	FISHER PRINTING	603-20200	924.47
09/11	09/21/2011	141475	60038	FLEET SERVICES	101-20200	8,457.75
09/11	09/21/2011	141476	60012	FLOOR TO CEILING STORE	101-20200	16.00
09/11	09/21/2011	141477	60042	FLUID-TECH	602-20200	224.97
09/11	09/21/2011	141478	9015	GINA MANCINA	604-20200	133.69
09/11	09/21/2011	141479	70016	GOPHER STATE ONE CALL INC	604-20200	80.15
09/11	09/21/2011	141480	80001	HILLYARD/HUTCHINSON	101-20200	617.21
09/11	09/21/2011	141481	80010	HOMETOWN ELECTRIC	101-20200	355.66
09/11	09/21/2011	141482	80037	HOMETOWN FOCUS	101-20200	294.00
09/11	09/21/2011	141483	9002	IMFOA	101-20200	115.00
09/11	09/21/2011	141484	9079	JEAN SPECHT	101-20200	200.00
09/11	09/21/2011	141485	9006	KIMBERLY JOHNSON	604-20200	231.49
09/11	09/21/2011	141486	120006	L & M SUPPLY	101-20200	1,911.23
09/11	09/21/2011	141487	120032	LAKE COUNTRY POWER	101-20200	211.34
09/11	09/21/2011	141488	120048	L'ALLIER, TABITHA	101-20200	170.00
09/11	09/21/2011	141489	120002	LAWSON PRODUCTS INC	604-20200	68.36
09/11	09/21/2011	141490	120005	LEAGUE OF MN CITIES INS TRUST	101-20200	88,499.00
09/11	09/21/2011	141491	120035	LENCI ENTERPRISES INC	101-20200	272.00
09/11	09/21/2011	141492	9007	LYNN NIKUNEN	604-20200	330.16
09/11	09/21/2011	141493	130144	MAGNEY CONSTRUCTION INC	602-20200	8,629.74
09/11	09/21/2011	141494	130004	MESABI DAILY NEWS	101-20200	655.78
09/11	09/21/2011	141495	130006	MESABI HUMANE SOCIETY	101-20200	1,580.00
09/11	09/21/2011	141496	130109	METRO FIRE	101-20200	1,635.00
09/11	09/21/2011	141497	130044	MINNESOTA DEPT OF HEALTH	601-20200	1,497.78
09/11	09/21/2011	141498	140026	MINNESOTA ENERGY RESOURCES	603-20200	671.27
09/11	09/21/2011	141499	130009	MINNESOTA POWER (ALLETE INC)	604-20200	67,810.87
09/11	09/21/2011	141500	40009	MN DEPARTMENT OF COMMERCE	604-20200	468.14
09/11	09/21/2011	141501	130160	MN DEPT OF LABOR AND INDUSTRY	101-20200	100.00
09/11	09/21/2011	141502	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	19,089.55
09/11	09/21/2011	141503	140065	NYMAN, KEITH	101-20200	260.00
09/11	09/21/2011	141504	160038	PITNEY BOWES GLOBAL FINANCIAL	101-20200	363.20
09/11	09/21/2011	141505	160047	PONTINEN, RYAN	101-20200	100.00
09/11	09/21/2011	141506	160032	PORTABLE JOHN	101-20200	986.85
09/11	09/21/2011	141507	170007	QUILL CORPORATION	101-20200	254.27
09/11	09/21/2011	141508	9004	RANGE FUNERAL HOME	101-20200	200.00
09/11	09/21/2011	141509	9003	RICHARD LEVASSEUR	101-20200	200.00
09/11	09/21/2011	141510	9012	ROBERT THOMTON	604-20200	125.49
09/11	09/21/2011	141511	9009	ROTHANAK CHHOUN	604-20200	133.71
09/11	09/21/2011	141512	1152	ST LOUIS COUNTY PHHS	604-20200	1,426.49
09/11	09/21/2011	141513	9011	STEPHANIE SKAARUP	604-20200	108.83

M = Manual Check, V = Void Check

Check Issue Date(s): 09/10/2011 - 09/23/2011

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/11	09/21/2011	141514	200050	T & M CONSTRUCTION INC	301-20200	23,702.50
09/11	09/21/2011	141515	9014	TERRI CARLSON	604-20200	120.68
09/11	09/21/2011	141516	210001	UNITED ELECTRIC COMPANY	603-20200	863.46
09/11	09/21/2011	141517	210002	UNITED TRUCK BODY COMPANY INC	101-20200	836.50
09/11	09/21/2011	141518	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	51,604.00
09/11	09/21/2011	141519	220020	VISA OR AMERICAN BANK CC PMT	603-20200	6,415.97
09/11	09/21/2011	141520	230006	WEVE/WTEL	101-20200	490.00
09/11	09/21/2011	141521	240001	XEROX CORPORATION	101-20200	660.91
09/11	09/21/2011	141522	260008	ZUPANCICH, DANNY J.	101-20200	90.00

Totals:

348,907.00

Payroll-PP Ending 9/16/11	93,171.03
Electronic Trans.-Sales Tax	<u>14,282.20</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$456,360.23</u></b>



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

## RESOLUTION NUMBER 23-11

### 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 MIO9-14, the improvement of Mill Avenue between the centerline of Agate Street and the centerline of Mountain Avenue by overlayment.

**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 2012, and shall bear interest at the rate of eight 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, 2011. 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 of Mountain Iron, 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 of Mountain Iron 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 19<sup>th</sup> DAY OF SEPTEMBER, 2011.**

ATTEST:

\_\_\_\_\_  
City Administrator

  
\_\_\_\_\_  
Mayor Gary Skalko



Parcel Code	Name	Address	City	Front Footage	Total	Assessment Amount	Per Foot
175-0020-00020	CVAR THOMAS	PO BOX 22	MTN IRON MN 55768	25	\$ 609.09	\$ 456.82	\$ 18.27
175-0020-00030	BUBASH MARION J	5723 MILL AVE	MTN IRON MN 55768	50	\$ 1,218.17	\$ 913.63	\$ 18.27
175-0020-00040	SCINTO ROBERTA L	PO BOX 242	MTN IRON MN 55768	50	\$ 1,218.17	\$ 913.63	\$ 18.27
175-0020-00050	SCINTO ANTHONY R & ROBERTA L	PO BOX 242	MTN IRON MN 55768	30	\$ 730.90	\$ 548.18	\$ 18.27
175-0020-00055	SCINTO ANTHONY R & ROBERTA L	PO BOX 242	MTN IRON MN 55768	150.16	\$ 3,658.42	\$ 2,743.82	\$ 18.27
175-0020-00070	OVESON SEAN & SELA	5711 MOUNTAIN AVE	MTN IRON MN 55768	68.775	\$ 1,675.60	\$ 1,256.70	\$ 18.27
175-0020-00080	OVESON SEAN M	5711 MOUNTAIN AVE	MTN IRON MN 55768	60.27	\$ 1,468.39	\$ 1,101.29	\$ 18.27
175-0020-00090	HALL ROBERT C JR	PO BOX 243	MTN IRON MN 55768	50	\$ 1,218.17	\$ 913.63	\$ 18.27
175-0020-00100	HALL ROBERT C JR	PO BOX 243	MTN IRON MN 55768	50	\$ 1,218.17	\$ 913.63	\$ 18.27
175-0020-00110	GAMS LEE C	5717 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 1,218.17	\$ 913.63	\$ 18.27
175-0020-00120	PERNAT JOSEPH C	5719 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 1,218.17	\$ 913.63	\$ 18.27
175-0020-00130	KENYON DAVID D & TRACY	5721 MOUNTAIN AVE	MTN IRON MN 55768	50	\$ 1,218.17	\$ 913.63	\$ 18.27
175-0020-00140	MCGREGOR DAVID	BOX 313	MTN IRON MN 55768	25	\$ 609.09	\$ 456.82	\$ 18.27
175-0070-01220	City of Mountain Iron	8586 Enterprise Drive S	MTN IRON MN 55768	159.8	\$ 3,893.29	\$ 2,919.97	\$ 18.27

869.005 \$ 21,172.00 \$ 15,879.00

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING  
SEPTEMBER 19, 2011

The meeting was called to order at 5:32 p.m. with the following members present: Tony Zupancich, Ed Roskoski, Joe Prebeg, Susan Tuomela, and Mayor Gary Skalko. Also present were: Jill M. Anderson, Municipal Services Secretary; and Craig J. Wainio, City Administrator.

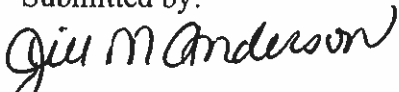
At 5:33 p.m., it was moved by Zupancich and seconded by Tuomela to recess the regular meeting and open the public hearing to allow public comment on the proposed street assessments for the Mill Avenue Improvement Project. The motion carried.

No one was present and the Administrator said there were no communications received.

At 5:34 p.m., it was moved by Zupancich and seconded by Skalko to adjourn the public hearing and reconvene the meeting. The motion carried.

At 5:34 p.m., it was moved by Skalko and seconded by Roskoski that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC  
Municipal Services Secretary

[www.mtniron.com](http://www.mtniron.com)

**SECTION I: LIABILITY COVERAGE WAIVER FORM**

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- *If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000. on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- *If the city waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000., regardless of the number of claimants.
- *If the city waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

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City of Mt Iron accepts liability coverage limits of \$1,500,000. from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting \_\_\_\_\_

Signature \_\_\_\_\_ Position \_\_\_\_\_

*Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044*

## Craig J. Wainio

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**From:** Margaret Dunsmore [dunsmorem@stlouiscountymn.gov]  
**Sent:** Thursday, September 22, 2011 7:39 AM  
**To:** fnchstev@aol.com; towncotton@arrowheadtel.net; cathy@babbitt-mn.com; Craig J. Wainio; ehanson5@d.umn.edu; jackie@evelethmn.com; wjdawson@frontier.com; debraz@frontiernet.net; quilter55702@frontiernet.net; township1@frontiernet.net; vickiej@frontiernet.net; pyr.nesstwnshp@gmail.com; grandlakeclerk@hotmail.com; solwayclerk@hotmail.com; mskrbich@hoytlakes.com; citykinney@mchsi.com; fayaltownship@mchsi.com; dmthielen@northlc.com; garrity@q.com; joan@ricelaketownshipmn.org; judyg1008@wildblue.net; sgclerk@yahoo.com; theajirvines@yahoo.com  
**Subject:** Local Board Training October 20, 2011 in Cotton

Dear Local City and Township Officials:

St. Louis County is hosting a Local Board of Appeal & Equalization (LBAE) Training Session. All jurisdictions must be training-certified by December 1 of any given year in order to be in compliance for their local boards the following year.

You can find training information on the Minnesota Department of Revenue website ([www.taxes.state.mn.us](http://www.taxes.state.mn.us)), under Property tax administrators, Local government/schools, and Local Board of Appeal and Equalization training. There you will find the LBAE handbook, the training calendars, and attendance lists. Use this information to determine if you should register someone for training. If you do not have internet access or need assistance please call Margaret at 218-726-2304. Other counties are offering training, as well. The training offered by St. Louis County is scheduled as follows:

**Thursday, October 20, 2011, 6:00 – 9:00 pm, Cotton Community Center, 9087 Hwy 53**

**Phone: 218-726-2304 or e-mail [dunsmorem@stlouiscountymn.gov](mailto:dunsmorem@stlouiscountymn.gov)**

**Registration begins: Now**

**Deadline to register: unknown at this point**

**(REGISTRATION IS REQUIRED and space is limited)**

Without a trained member in attendance and a quorum, the LBAE transfers to the County for a minimum of that year and the following. The LBAE can only be reinstated by a resolution of the governing body and proof of compliance with the training requirement certified to the County Assessor by December 1 for the 2012 boards. If you need a sample resolution please give me a call.

Margaret Dunsmore  
726-2304

P.S. This is the first time I have sent this sort of notice by e-mail. If I have the wrong e-mail address, or you prefer not to be contacted this way, please let me know. PLEASE ACKNOWLEDGE RECEIPT OF THIS E-MAIL ASAP. Thank you.



# Saint Louis County

8586 Enterprise Dr. S., Mountain Iron, MN 55768  
(218) 748-7574

Sheriff Ross Litman

**To:** Mountain Iron Mayor and City Council  
**From:** Sgt. John Backman *JAB*  
**Re:** August 2011 Statistics  
**Date:** September 26, 2011

The Mountain Iron Office of the St. Louis County Sheriff reports the below activity for the month of September 2011:

- 31 Disturbances (arguments, threats, unwanted persons, 911 hangup)
- 9 Public assists (roadside assistance/checks, patrol requests, vehicle unlocks)
- 13 Suspicious persons/vehicles/circumstances
- 3 Motor vehicle crashes
- 11 Welfare checks, suicide threats, neglect/abandoned persons, runaway/lost/missing
- 3 Fire & medical
- Drug related calls
- 8 Alarms
- 4 Assaults
- 3 Damage to Property
- 5 Thefts
- 1 Burglary (or attempted)
- 18 Miscellaneous calls (civil/custody/property disputes, animal & traffic complaints, warrant/paper service)
- 33 Traffic Stops
- 3 Traffic Citations
- 1 DUI
- 13 Assists: 5 Sheriffs, 6 Virginia PD, 2 MSP, 3 inside Mt. Iron

This activity resulted in 6 custodial arrests.



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

**Date: August 29, 2011**

To: Mr. Steve O'Neil, Chairperson, St. Louis County Board of Commissioners  
Mr. Gary Skalko, Mayor, City of Mountain Iron  
Ms. Peggy Pearson, Chairperson, North St. Louis Soil and Water Conservation District  
Ms. Pat Henderson, Director, Arrowhead Regional Development Commission  
Ms. Beth Kluthe, Planner, Minnesota Department of Health

From: Eric Fallstrom, P.E., Benchmark Engineering, Inc. (City of Mountain Iron Engineer)

Re: Wellhead Protection Plan for the City of Mountain Iron, Part II

The City of Mountain Iron is in the process of developing a wellhead protection plan for its drinking water supply wells. Enclosed for your review and comment is the completed wellhead protection plan, Part II, draft for this system as required in the Minnesota Wellhead Protection Rule (part 4720.5350, subparts 1-3). This portion of the plan includes information pertaining to:

1. The inventory of potential contaminants of concern within the drinking water supply management area;
2. The data that was considered in this portion of the plan;
3. Issues, problems, and concerns within the drinking water supply management area;
4. Goals, objectives, and action strategies to address the issues and concerns within the drinking water supply management area;
5. A plan evaluation strategy; and
6. A contingency strategy in the event of water system disruption.

Your comments on this portion of the plan will be accepted through the 60-day comment period. Please send your written comments to Eric Fallstrom, P.E. at Benchmark Engineering, Inc., 8878 Main Street, P.O. Box 261, Mt. Iron, Minnesota 55768 by **October 27, 2011**.

Consistent with the Wellhead Protection Rule (part 4720.5350, subpart 4), a Public Hearing will be scheduled on October 31, 2011 at the Mountain Iron City Hall, 8586 Enterprise Drive South, Mountain Iron, Minnesota 55768, to discuss issues and address all comments related to the enclosed document.

We look forward to your participation.

cc: Mr. Tim Satrang, Water Superintendent, City of Mountain Iron, Minnesota  
Mr. Paul Ojanen, Resource Conservationist, North St. Louis Soil and Water Conservation District  
Ms. Robin Hoerr, Groundwater Specialist, Minnesota Rural Water Association  
Ms. Trudi Witkowski, Minnesota Department of Health



# BENCHMARK ENGINEERING, INC.

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

CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING  
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## Notice

To: Residents on Bluebell and Daffodil Avenues

Cc: City of Mountain Iron  
Mesabi Bituminous

From: Alan Johnson, P.E.  
Benchmark Engineering, Inc

RE: 2011 Street Improvement Project  
Project No: MI11-06  
Pre construction meeting

Date: September 22, 2011

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Mesabi Bituminous has indicated that they will begin work on the streets affected by this project. Project areas are as follows: **Daffodil Avenue** (Starting at Jasmine Street and Ending at Unity Drive)  
**Bluebell Avenue** (Starting at Jasmine Street and Ending at Unity Drive)

Access may be limited at times. Mesabi Bituminous will make efforts to allow residents access during construction. However, at times during this project access may be limited for a short time. The contractor will be required to allow citizens to access their residences overnight.

Mesabi Bituminous intends to start work on the week of Oct. 3, 2011. The project will take approximately 2 weeks and is intended to be completed by Oct. 15, 2011.

If you have special access concerns or questions about the project, please contact our office at 218.735.8914. Benchmark Engineering, Inc. will take the time to discuss your project concerns.

Thanks,

  
Alan Johnson, PE  
Project Engineer

# COUNCIL LETTER 100311-IVF1

## PUBLIC UTILITIES

### WATER RATES

**DATE:** September 29, 2011

**FROM:** Utility Advisory Board

Michael Downs  
Acting Public Works Director

Craig J. Wainio  
City Administrator

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The Utility Advisory Board is recommending, to the City Council, the adoption of the following water rate increase:

#### NEW RESIDENTIAL

Monthly Service Charge	\$15.00
Cost per Thousand Gallons	\$ 2.20

#### NEW COMMERCIAL

Monthly Service Charge	\$25.00
Cost per Thousand Gallons	\$ 2.20

The current Water Rates changed in March 15, 2004 are as follows:

#### CURRENT RESIDENTIAL

Monthly Service Charge	\$7.50
Cost per Thousand Gallons	\$1.85

#### CURRENT COMMERCIAL

Monthly Service Charge	\$20.00
Cost per Thousand Gallons	\$ 1.85

It was moved by Renzaglia and supported by Peterson to recommend to the City Council that the water rates be increased in order to generate another \$100,000 per year to balance the fund and provide for any future increase in expenses, with the residential monthly service charge set at \$15.00 per month, the commercial monthly service charge set at \$25.00 per month and the usage rate set at \$2.20 per 1000 gallons used for both residential and commercial customers. Renzaglia amended his motion to set an effective date for the increase as October 1, 2011, with support by Peterson. The motion carried unanimously.



**COUNCIL LETTER 100311-IVG1**

**PARKS AND RECREATION**

**RINK ATTENDANTS**

**DATE:** September 29, 2011  
**FROM:** Parks and Recreation Board  
Craig J. Wainio  
City Administrator

---

The Parks and Reaction Board is recommending that Staff be authorized to advertise for Skating Rink Attendants. Currently the Board is evaluating all rinks and will determine the number to be hired at a later date.



Minnesota Municipal Utilities Association

September 9, 2011

MEMORANDUM

To: Safety Management Participants  
From: Mike Willetts, Director of Job Training and Safety  
Subject: 2011-12 Safety Management Program Contract

2010 - 2011

RATES

\$ 8675<sup>00</sup> Annual

OR

\$ 2168<sup>75</sup> Quarterly

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, 2011 through September 30, 2012, to coincide with MMUA's fiscal year.

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 October 1. Mail your signed contract to:

Larry Pederson, Director of Finance  
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 Larry as follows:

Mike Willetts: phone 763-746-0705 or e-mail mwilletts@mmua.org  
Larry Pederson: phone 763-746-0704 or e-mail lpederson@mmua.org

Thank you for being part of MMUA's safety management 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 30, 2011

Contract Number: 20-2012

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and Mountain Iron Public Utilities (Mountain Iron), dated August 13, 2010, contract number 20-2011, is amended as follows:

**PART II, Section 1.**

1. DURATION: This Agreement shall remain in force from October 1, 2011 until September 30, 2012 (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 eight thousand nine hundred fifty dollars and 00 cents (\$ 8,950.00) for the 2011-12 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 (\$ 8,950.00)
- Quarterly Payments (\$ 2,237.50 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

Minnesota Municipal Utilities Association

By \_\_\_\_\_

By 

Title \_\_\_\_\_

Title Executive Director

Date \_\_\_\_\_

Date August 30, 2011

Purchase Order # \_\_\_\_\_

**COUNCIL LETTER 120108-VIB**

**AUDITOR**

**AUDIT PROPOSAL**

**DATE:** September 29, 2009

**FROM:** Craig J. Wainio  
City Administrator

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Enclosed, please find the Audit proposal from Walker, Giroux and Hahne to perform the 2011 Audit. The proposal price is \$20,900 for the Governmental Funds and \$9,900 for the Enterprise Funds. For the 2010 Audit proposal the Governmental Funds were \$19,900 and the Enterprise funds were \$9,400.



CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

P.O. Box 960 • 225 1st Street North, Suite 2400 • Virginia, Minnesota 55792  
218-749-4880 • FAX 218-749-8528

September 15, 2011

To the City Council  
City of Mountain Iron, Minnesota  
Attn: Craig Wainio, Administrator  
8586 Enterprise Drive South  
Mountain Iron, MN 55768-8260

Dear Mayor and Council Members:

We are pleased to confirm our understanding of the services we are to provide City of Mountain Iron, Minnesota for the year ended December 31, 2011. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the remaining fund information, which collectively comprise the basic financial statements of City of Mountain Iron, Minnesota as of and for the year ended December 31, 2011. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI) such as management's discussion and analysis (MD&A), to supplement City of Mountain Iron, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Mountain Iron, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Schedule of funding progress for postemployment benefit plan.
2. Schedule of revenues, expenditures and changes in fund balance – budget and actual.

We have also been engaged to report on supplementary information other than RSI that accompanies City of Mountain Iron, Minnesota's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

1. Individual fund financial statements.
2. Schedule of sources and uses of public funds for tax increment financing districts.

### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of City of Mountain Iron, Minnesota and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity, and specific legislative or regulatory bodies and is not intended and should not be used by anyone other than these specified parties. If during our audit we become aware that City of Mountain Iron, Minnesota is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

### **Management Responsibilities**

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with the preparation of your financial statements and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them. We will prepare the trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information into a working trial balance based on management's chart of accounts.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; for the selection and application of accounting principles; and for the fair presentation in the

financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Mountain Iron, Minnesota and the respective changes in financial position in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objective discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information. With regard to using the auditor's report, you understand that you must obtain prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

### **Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

### **Audit Procedures – Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedure – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Mountain Iron, Minnesota's compliance with the



provisions of applicable laws, regulations, contracts, agreements and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to City of Mountain Iron, Minnesota; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Walker, Giroux and Hahne, Ltd. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a governmental agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Walker, Giroux and Hahne, Ltd. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the governmental agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately December 31, 2011 and to issue our reports no later than June 30, 2012. William Paulson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.), except that we agree that our gross fee, including expenses, will not exceed \$20,900 for the City's Governmental Funds and \$9,900 for the Enterprise Funds with an additional fee of \$3,000 for a federal single audit, if required. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2009 peer review report accompanies this letter.

City of Mountain Iron, Minnesota  
September 15, 2011  
Page 6

We appreciate the opportunity to be of service to City of Mountain Iron, Minnesota and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the original of this letter and return it to us. A copy is enclosed for your records.

Very truly yours,

WALKER, GIROUX & HAHNE, LTD.

  
William Paulson  
Certified Public Accountant

**RESPONSE:**

This letter correctly sets forth the understanding of City of Mountain Iron, Minnesota.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**Jelinek Metz McDonald, Ltd.**

A CERTIFIED PUBLIC ACCOUNTING & FINANCIAL SERVICES FIRM

JOHN G. JELINEK, CPA, PFS

WILLIAM METZ, CPA

DOUGLAS M. McDONALD, CPA

JUDD NORDQUIST, CPA

## System Review Report

October 29, 2009

To the Shareholders

Walker Giroux & Hahne, Ltd.

And the Peer Review Committee of the Minnesota Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Walker Giroux & Hahne, Ltd. (the Firm) in effect for the year ended June 30, 2009. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Walker Giroux & Hahne, Ltd. in effect for the year ended June 30, 2009, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Walker Giroux & Hahne, Ltd. has received a peer review rating of *pass*.



America Counts on CPAs™

33 10TH AVENUE SOUTH SUITE 200 ± PO BOX 507 ± HOPKINS, MINNESOTA 55343-0507

952-935-6868 ± WEBSITE [jmm-cpa.com](http://jmm-cpa.com) ± FAX 952-935-7940

**COUNCIL LETTER 100311-VIC**

**ADMINISTRATOR**

**DISPOSAL OF PROPERTY**

**DATE:** September 29, 2011

**FROM:** Craig J. Wainio  
City Administrator

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Staff is recommending the sale of the 2000 Ford Expedition to Dime Mechanics for the amount of \$1,535. The City received nine bids on the vehicle ranging from \$500 to \$1,535.

**COUNCIL LETTER 100311-IX**

**ADMINISTRATION**

**CLOSED MEETING**

**DATE:** September 29, 2011

**FROM:** Craig J. Wainio  
City Administrator

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The City Council may enter into a closed meeting under Minn. Stat. §§ 13D.05, subd. 2(b); 13.43, subd. 2(4) for preliminary consideration of allegations or charges against an individual subject to the public body's authority.