

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
TUESDAY, OCTOBER 6, 2009 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the September 21, 2009, Regular Meeting (#1-10)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications (#56)
- III. Public Forum
- IV. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
  - C. Director of Public Works Report
    - 1. Transformer Quotes (#11)
    - 2. 200 AMP Meter Pedestal Quotes (#12)
    - 3. Compact Track Loader (#13-18)
  - D. Sheriff's Department Report
  - E. City Engineer's Report
    - 1. Change Order Number 1 – Digester Building (#19-21)
    - 2. Pay Request Number 2 – Digester Building (#22-23)
  - F. Planning and Zoning Commission
    - 1. Conditional Use Permit – Russell Edman (#24-27)
  - G. Parks and Recreation Board
    - 1. Authorization to Hire Landscape Architect (#28-31)
  - H. Public Safety and Health Board
    - 1. Authorization for Review by City Attorney (#32)
  - I. Personnel Committee
    - 1. Authorizing Internal Posting for Equipment Operator (#33-34)
  - J. Street Committee
    - 1. Heather Avenue Assessment Rates (#35)
    - 2. Authorization to Review Drainage and Property Lines (#36)
  - K. Liaison Reports
- V. Unfinished Business
- VI. New Business
  - A. Resolution Number 44-09 Setting a Hearing (#37-39)
  - B. Resolution Number 45-09 Authorizing a Feasibility Report (#40-41)
  - C. Audit Proposal (#42-49)
  - D. Authority to Sell Liquor at Community Center (#50)
  - E. Request to Waive Fees (#51)
  - F. 2009-2010 Year Book Request (#52-53)
  - G. More Explanation of Agenda Items (#54)
- VII. Communications (#56)
- VIII. Announcements
- IX. Closed Meeting – Consider Strategies for Labor Negotiations (#55)
- X. Adjourn # Denotes page number in packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
SEPTEMBER 21, 2009

Mayor Skalko called the City Council meeting to order at 6:32 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; Jill M. Anderson, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; Rod Flannigan, City Engineer; Sam Aluni, City Attorney; Tom Cvar, Fire Chief; and John Backman, Sergeant.

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

1. Approve the minutes of the September 9, 2009, regular meeting as submitted.
2. 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.
3. To acknowledge the receipts for the period September 1-15, 2009, totaling \$496,939.01, (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period September 1-15, 2009, totaling \$380,097.79, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

During the public forum, Tom Cvar, Fire Chief, presented the Council with the hiring recommendations for the Fire Department.

It was moved by Zupancich and seconded Prebeg to accept the recommendation of the Personnel Committee and hire Jeremy Waldron for Captain/Training Officer and Gerry Knapper for Captain. The motion carried unanimously.

It was moved by Stanaway and seconded by Zupancich to accept the recommendation of the Personnel Committee and hire Eric Malaska as a Volunteer Fireman. The motion carried unanimously.

It was moved by Roskoski and seconded by Skalko to authorize the Fire Department to advertise for an additional fireman to have the roster up to 20 members. The motion carried.

It was moved by Prebeg and seconded by Zupancich to authorize up to three officers to attend the Fire Chiefs' Conference in Duluth from October 15-17, 2009, at City expense. The motion carried unanimously on a roll call vote.

The Mayor updated the Council on the following:

- Perkins Family Restaurant. The franchise had been award and would be opening in Mountain Iron.

- Downtown Streetscape. The work was continuing and the lights would be installed in the next few weeks.
- Mountain Iron-Buhl Athletes. Josh Rowe, Football; and Vanessa Aultman, Volleyball are both playing sports for Mesabi Community College.
- Wedding Certificates. Thanked Judy Seurer for preparing the certificates for newlyweds using the Community Center.

It was moved by Zupancich and seconded by Prebeg to appoint Gary Skalko and Alan Stanaway to the Buildings and Grounds Committee. The motion carried on the following roll call vote: Stanaway, yes; Roskoski, no; Prebeg, yes; Zupancich, yes; and Skalko, yes.

It was moved by Prebeg and seconded by Skalko to reschedule the next regular city council meeting to Tuesday, October 6, 2009 at 6:30 p.m. The motion carried.

The City Administrator updated the Council on the following:

- Contamination Cleanup. Met with IRR and toured sites for funding for the cleanup plan for the dump sites.
- Economic Development Authority. Received a feasibility report for Phase II of the Energy Park. There is still grant funding available for more grading and infrastructure extensions.
- Unity Second Addition. Another lot was sold, making the total lots sold to 11.
- South Forest Grove Addition. Currently determining covenants and lot prices.

It was moved by Zupancich and seconded by Stanaway to authorize City Staff to research the State bid prices or seek bids on a All Surface Vehicle for use in the Electrical Department. The motion carried with Roskoski voting no.

It was moved by Zupancich and seconded by Stanaway to accept the Parking Code Policy as presented; and, in addition to have the one tier fine system of \$15 for all violations and then, if the fine is not paid within 30 days it would increase to \$50. The motion carried with Roskoski voting no.

The City Attorney reported on the following:

- Volunteer Recognition Dinner. He stated that this was a valid public expenditure to hold the dinner. The City should adopt a written Wellness Program to recognize the employees.

It was moved by Prebeg and seconded by Stanaway to authorize payment request number one to Lenci Enterprises Incorporated for the Digester Building Improvements in the amount of \$25,702.25. The motion carried on the following roll call vote: Roskoski, no; Prebeg, yes; Zupancich, yes; Stanaway, yes; and Skalko, yes.

It was moved by Zupancich and seconded by Prebeg to authorize payment request number two to Utility Systems of America Incorporated for the Energy Park Utility Extension in the amount of \$163,256.38. The motion carried unanimously on a roll call vote.

It was moved by Stanaway and seconded by Skalko to approve the Mountain Iron Public Library 2009-2014 Strategic Plan. The motion carried.

Liaison Reports:

- Economic Development Authority. Councilor Zupancich advised the Council that the EDA is still working on their strategic plan. There is still some work needed to complete a retail analysis.
- Civic Association. Councilor Roskoski advised the Council that the Culture and Tourism Grant application for \$10,000 toward the construction of a canopy over the locomotive was completed and turned into the IRR by the Civic Association.

It was moved by Prebeg and seconded by Zupancich to adopt Resolution Number 42-09, setting a hearing for proposed assessments, (a copy is attached and made a part of these minutes). The motion carried with Roskoski voting no.

It was moved by Stanaway and seconded by Prebeg to adopt Resolution Number 43-09, declaring costs to be assessed on the Sixteenth Avenue Project and ordering preparation of proposed assessments, (a copy is attached and made a part of these minutes). The motion carried with Roskoski abstaining.

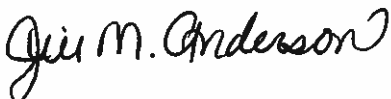
It was moved by Prebeg and seconded by Roskoski to authorize permission to Mac's Bar and Grill to serve on-sale liquor at the Mountain Iron Community Center on October 3, 2009 for the Hancock/Bryne wedding. The motion carried.

It was moved by Zupancich and seconded by Stanaway to waive the building rental fees for North Saint Louis County Habitat for Humanity for February 5, 2010. The motion carried.

It was moved by Roskoski and seconded by Skalko to City Staff to prepare a Recognition Certificate to Brad Hanson for winning the points championship for the modified racing class at the Hibbing Raceway. The motion carried.

At 7:35 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/MMCA  
Municipal Services Secretary

## COMMUNICATIONS

1. Carolyn Olsen, a thank you letter for completing the overlay project on Old Highway 169.
2. David Ross, President of Duluth Area Chamber of Commerce, an invitation to their annual meeting and dinner of October 14, 2009, with keynote speaker Senator Klobuchar.
3. Saint Louis County, Assessor's Department, notification of the Local Board of Appeal and Equalization training on November 4, 2009, in Cotton.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	102,597.69
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	1,748.56
FINES	CRIMINAL	1,949.22
METER DEPOSITS	ELECTRIC	4,500.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	107.97
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	32.68
CD INTEREST	CD INTEREST 301	1,210.28
CAMPGROUND RECEIPTS	FEES	1,840.00
PERMITS	BUILDING	250.68
SALE OF PROPERTY	SALE OF PROPERTY	-
BUILDING RENTALS	SENIOR CENTER	70.00
PERMITS	CONDITIONAL USE	150.00
PERMITS	SPECIAL EVENTS	25.00
COPIES	COPIES	.25
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	600.00
CD INTEREST	CD INTEREST 378	1,415.47
CD INTEREST	CD INTEREST 602	364.58
CD INTEREST	CD INTEREST 603	387.39
BUILDING RENTALS	COMMUNITY CENTER	460.00
MISCELLANEOUS	REIMBURSEMENTS	135.00
INTERGOVERNMENTAL REVENUE	TACONITE MUNICIPAL AID	378,973.00
MISCELLANEOUS	ASSESSMENT SEARCHES	10.00
CD INTEREST	CD INTEREST 101	111.24
Summary Totals:		<u>496,939.01</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/09	09/15/2009	138523	130011	MOUNTAIN IRON POSTMASTER	603-20200	328.92
09/09	09/23/2009	138524	10056	A T & T MOBILITY	101-20200	1,110.60
09/09	09/23/2009	138525	9064	AMANDA DERICKSON	604-20200	331.79
09/09	09/23/2009	138526	10009	ARCHITECTURAL RESOURCES	301-20200	358.00
09/09	09/23/2009	138527	9068	AUBREE SCHILLER	604-20200	133.02
09/09	09/23/2009	138528	9067	BRITTANY CHOPP	604-20200	133.43
09/09	09/23/2009	138529	9066	CAROL AUBIN	604-20200	296.38
09/09	09/23/2009	138530	9057	CHERYL PAINE	604-20200	138.65
09/09	09/23/2009	138531	9071	CHRISTINE MUCCI	604-20200	24.36
09/09	09/23/2009	138532	30004	CITY OF MOUNTAIN IRON	604-20200	57.29
09/09	09/23/2009	138533	220003	CITY OF VIRGINIA	101-20200	300.00
09/09	09/23/2009	138534	9065	DEBRA JACOBSON	604-20200	272.11
09/09	09/23/2009	138535	9060	DENISE KAISER	604-20200	329.28
09/09	09/23/2009	138536	40044	DEPUTY REGISTRAR	301-20200	1,673.81
09/09	09/23/2009	138537	500012	ERA LABORATORIES INC	602-20200	497.80
09/09	09/23/2009	138538	60040	FIRETECH SERVICE	101-20200	1,332.33
09/09	09/23/2009	138539	9070	GERALDINE KINGSBURY	604-20200	140.32
09/09	09/23/2009	138540	90014	IKON OFFICE SOLUTIONS	101-20200	294.18
09/09	09/23/2009	138541	9053	IRON RANGE FRIENDS OF THE NRA	101-20200	200.00
09/09	09/23/2009	138542	9061	JAIMIE JOHNSON	604-20200	257.00
09/09	09/23/2009	138543	1066	JEAN SPECHT	101-20200	200.00
09/09	09/23/2009	138544	9063	JESSICA GIBSON	604-20200	302.02
09/09	09/23/2009	138545	9052	JESSICA SMITH	101-20200	200.00
09/09	09/23/2009	138546	100012	JUNIOR LIBRARY GUILD	101-20200	85.00
09/09	09/23/2009	138547	9069	KENNETH OR DEBORAH HANELA	604-20200	90.81
09/09	09/23/2009	138548		Information Only Check	101-20200	.00 V
09/09	09/23/2009	138549	120006	L & M SUPPLY	602-20200	2,029.59
09/09	09/23/2009	138550	120032	LAKE COUNTRY POWER	101-20200	197.72
09/09	09/23/2009	138551	120035	LENCI ENTERPRISES INC	602-20200	25,702.25
09/09	09/23/2009	138552	9059	MARK BLACKBURN	604-20200	200.00
09/09	09/23/2009	138553	9058	MELISSA MOE	604-20200	275.67
09/09	09/23/2009	138554	130004	MESABI DAILY NEWS	101-20200	1,104.33
09/09	09/23/2009	138555	130006	MESABI HUMANE SOCIETY	101-20200	1,500.00
09/09	09/23/2009	138556	4011	MESABI RANGE YOUTH FOR CHRIST	101-20200	200.00
09/09	09/23/2009	138557	140026	MINNESOTA ENERGY RESOURCES	602-20200	562.84
09/09	09/23/2009	138558	9051	MN DEPT OF TRANSPORTATION	101-20200	200.00
09/09	09/23/2009	138559	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	11,400.06
09/09	09/23/2009	138560	40032	OFFICE OF ENTERPRISE TECHNOLOG	604-20200	457.80
09/09	09/23/2009	138561	160038	PITNEY BOWES GLOBAL FINANCIAL	101-20200	172.48
09/09	09/23/2009	138562	160032	PORTABLE JOHN	101-20200	983.16
09/09	09/23/2009	138563	160020	PTM DOCUMENT SYSTEMS	603-20200	259.60
09/09	09/23/2009	138564	160061	PUMPKIN BOOKS	101-20200	103.74
09/09	09/23/2009	138565	170001	QWEST	603-20200	465.18
09/09	09/23/2009	138566	20015	ROBERT BROWN	101-20200	299.75
09/09	09/23/2009	138567	190067	SAINT LOUIS COUNTY	101-20200	70.00
09/09	09/23/2009	138568	190072	SAINT LOUIS COUNTY AUDITOR	101-20200	30,950.00
09/09	09/23/2009	138569	9062	SHARON MOREN	604-20200	337.59
09/09	09/23/2009	138570	9056	SHERRIE SILDA	601-20200	162.14
09/09	09/23/2009	138571	1244	ST LOUIS COUNTY SOCIAL SRV	604-20200	554.20
09/09	09/23/2009	138572	200009	TROPHY SHOP	101-20200	69.26
09/09	09/23/2009	138573	210006	UTILITY SYSTEMS OF AMERICA INC	301-20200	163,256.38
09/09	09/23/2009	138574	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	37,067.60
09/09	09/23/2009	138575	230005	WESCO DISTRIBUTION INC	604-20200	3,433.58
09/09	09/23/2009	138576	230028	WISCONSIN ENERGY CONSERVATION	604-20200	230.20

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
Totals:						<u>291,332.22</u>
Payroll-PP ending 9/18/09						<u>88,765.57</u>
TOTAL EXPENDITURES						<u>\$380,097.79</u>





# 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 42-09

### HEARING ON PROPOSED ASSESSMENT

**WHEREAS**, by a Resolution passed by the City Council on September 9, 2009, the City Administrator was directed to prepare a proposed assessment of the cost of Improvement Number 07-6, the improvement of those streets identified in Exhibit A by construction, reconstruction and/or overlay, and

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

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

1. A hearing shall be held at 6:30 p.m. on October 19, 2009 in the Community center located at 8586 Enterprise Drive South to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Mountain Iron, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City 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 succeeding year.

**DULY ADOPTED BY THE CITY COUNCIL THIS 9<sup>th</sup> DAY OF SEPTEMBER, 2009.**

ATTEST:

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

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

## **EXHIBIT A**

Heather Avenue from Centennial Drive to South End of Road  
Heather Avenue from Centennial Drive to Unity Drive  
Coral Street from Marble Avenue to Mountain Avenue  
Enterprise Drive North from Nichols Avenue to County Highway 7  
Granite Street from Mineral Avenue to Marble Avenue  
West End Centennial Street to approximately 400 feet east of Heather Avenue  
Tamarack Street from County Road 7 to approximately 600 feet east of County Road 7  
Locomotive Street from Mountain Avenue to west edge of Town of Grant plat  
Unity Drive from County Road 7 to Mountain Iron Drive



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## RESOLUTION NUMBER 43-09

### DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT

**WHEREAS**, a contract has been let for Improvement Number 05-16, the improvement of all of 16<sup>th</sup> Avenue by reconstruction and the contract price for such improvement is \$211,865.78, and the expenses incurred in the making of such improvement amount to \$41,081.01 so that the total cost of the improvement will be \$252,946.80.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$227,652.12 and the portion of the cost to be assessed against benefited property owners is declared to be \$25,294.68.
2. Assessments 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, 2010, and shall bear interest at the rate of eight percent per annum from the date of the adoption of the assessment Resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The City Administrator shall upon the completion of such proposed assessment, notify the City Council thereof.

**DULY ADOPTED BY THE CITY COUNCIL THIS 21<sup>ST</sup> DAY OF SEPTEMBER, 2009.**

ATTEST:

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

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

**COUNCIL LETTER 100609-IVC1**

**ELECTRIC DEPARTMENT**

**TRANSFORMER QUOTES**

**DATE:** September 30, 2009  
**FROM:** Don Kleinschmidt  
Director of Public Works

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The following are quotes received for six (6) 25 KVA transformers and box pads:

**QUOTE TABULATIONS**

	<u>VENDOR</u>	<u>TRANSFORMERS</u>
1)	RESCO	\$ 9,438.00
2)	BORDER STATES	\$ 10,536.00
3)	WESCO	\$ 12,165.60

Staff recommends purchase of the six 25 KVA transformers from Resco at their low quote of \$9,438.00.

This purchase will be funded from the Electric Enterprise Fund and will be used at the South Forest Drive housing project.

**COUNCIL LETTER 100609-IVC2**

**ELECTRIC DEPARTMENT**

**200 AMP METER PEDESTALS QUOTES**

**DATE:** September 30, 2009  
**FROM:** Don Kleinschmidt  
Director of Public Works

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The following are quotes received for twenty (20) 200 amp underground meter pedestals:

**QUOTE TABULATIONS**

	<u>VENDOR</u>	<u>TRANSFORMERS</u>
1)	WESCO	\$ 7,892.60
2)	RESCO	\$ 8,785.00
3)	BORDER STATES	\$ 9,677.00

Staff recommends purchase of the twenty 200 amp meter pedestals from Wesco at their low quote of \$7,892.60.

This purchase will be funded from the Electric Enterprise Fund for the South Forest Drive housing project.

**COUNCIL LETTER 100609-IVC3**

**ELECTRIC DEPARTMENT**

**COMPACT TRACK LOADER**

**DATE:** September 30, 2009

**FROM:** Don Kleinschmidt  
Director of Public Works

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Staff is recommending the purchase of one (1) Caterpillar Model 279C Compact Track Loader from Ziegler, off of the State of Minnesota pricing contract #727-1206, in the amount of \$52,996.44.

This purchase will be funded from the 2009 Electric Department Capital Outlay Budget.



Quote 106822-01

September 24, 2009

CITY OF MOUNTAIN IRON  
8586 ENTERPRISE DR  
MOUNTAIN IRON MN  
55768-8260

Attention: Rick Coldagelli

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

Caterpillar Model: 279C Compact Track Loader

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Andy Micheletti". The signature is fluid and cursive, with a large initial "A" and "M".

Andy Micheletti  
Territory Manager

---

Sell Price	\$52,996.44
Ext Warranty	\$4,050.00
<b>Balance</b>	<b>\$57,046.44</b>

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**WARRANTY**

Standard Warranty: 12 month or 1,500 hour full machine  
Extended Warranty: 24 Month/2000 Hour Premier Extended Service And 36  
Month/3000 Powertrain + Hydraulics Warranty

**F.O.B/TERMS**  
MINNEAPOLIS

Accepted by \_\_\_\_\_ on \_\_\_\_\_

\_\_\_\_\_  
Signature



Following the discussion, a voice vote was taken and the motion failed.

It was moved by Tuomela and supported by Renzaglia to recommend the approval of the Solid Waste Fee Policy to the City Council, changing the unwritten policy to a written policy and adding an appeals process for the waiver of fees to be completed by November 1 of each year to the policy. The motion carried.

The Board reviewed each of the proposed enterprise fund budgets.

Electric Department:

Renzaglia questioned the revenue transfer item. The Director of Public Works explained that the item was for adding or subtracting funds from the reserves in order to balance the budget.

Renzaglia also asked what the ASV item was. The Director of Public Works explained that it was a track skidsteer. He also explained that the substation upgrades were for reclosers.

The Director of Public Works explained the CIP item in the budget as being for the state mandated conservation improvement program. The City is required to spend 1.5% of its gross revenue on conservation improvements. He stated that there will be a compact fluorescent light giveaway for residential customers this year as part of the program.

Refuse and Recycling Department:

Renzaglia questioned the reduction in interest earnings. The Director of Public Works explained that all interest rates were down and a lower amount will be expected.

The Director of Public Works explained that there will be a garbage truck replacement in 2009 and the City will be trading in the oldest garbage truck.

Water Department:

The Director of Public Works stated that there would be no capital outlay projects for the water plant in 2009. He also stated that the state Department of Natural Resources will be requiring the City to implement a water conservation rate and the Board will have to develop a rate in the future.

\$5000-\$6000 will be added to interest earnings for the 2009 budget. This exclusion was a typing error.

Wastewater Department:

The percentage of changes will be added to the budget and the last item will be made 2009 budget.

The Director of Public Works stated that the City will be seeking funding to do \$800,000 in upgrades for the wastewater plant. The MPCA found effluent violations and the City has been mandated to do the upgrades.

It was moved by Renzaglia and supported by Dagen to recommend approval of the enterprise fund budgets to the City Council. The motion carried.

The Board discussed the need for a street light on Unity Drive in the dark area between Frank Falkowski's house and Unity 1<sup>st</sup> Addition. The Director of Public Works said the area meets the criteria for adding a street light, 300 ft to the east of Diamond Lane on the south side of the street. The estimated cost is \$2500. The Director of Public Works will develop a plan to erect the light for the next Board meeting.

The Residential Building Inspector requested the Director of Public Works to ask the Board to implement a policy for the disconnection of utilities to a new home that does not have a certificate of occupancy issued for it. The Inspector would prefer that no utilities from the City be permitted to be connected to a new home that is not in compliance.

The Board discussed the building inspector's request and the consensus was to make no recommendation for a policy. The Board felt that the policy should be developed by the Planning and Zoning commission or the Public Safety and Health Board.

During the open discussion, Renzaglia stated that the Board should be moving forward with the Lake Country Power customer acquisition. He felt that progress could be made if access to the records of the dual fuel customers could be obtained so that a rate could be developed for them. The Board felt that there were three options open for the Lake Country Power acquisition: 1. acquire the customer service area and offer the dual fuel customers a reduced rate, 2. acquire the customer service area and keep all customers on the same rate or 3. do not acquire the customer service area. Renzaglia suggested sending a letter to the affected Lake Country Power customers asking them for their input and giving them the facts on the rates.

**CITY OF MOUNTAIN VIEW  
2009 BUDGET  
ELECTRIC DEPARTMENT**

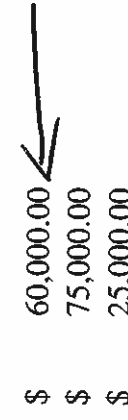
REVENUES	2006	2007	2008	2009	%
	ACTUAL	ACTUAL	BUDGET	BUDGET	
Interest Earnings	\$ 12,421.00	\$ 15,668.00	\$ 11,000.00	\$ 10,000.00	-9%
Revenue Transfer	\$ -	\$ -	\$ -	\$ 160,000.00	0%
Charges for Services	\$ 1,352,205.00	\$ 1,756,326.00	\$ 1,525,000.00	\$ 1,121,054.00	9%
<b>TOTAL REVENUES</b>	<b>\$ 1,364,626.00</b>	<b>\$ 1,771,994.00</b>	<b>\$ 1,536,000.00</b>	<b>\$ 1,125,807.00</b>	<b>20%</b>

**EXPENDITURES**

Cost of Sales	\$ 915,715.00	\$ 1,108,965.00	\$ 990,000.00	\$ 758,513.00	\$ 1,086,310.00	10%
Salaries	\$ 219,006.00	\$ 234,584.00	\$ 226,000.00	\$ 188,872.00	\$ 240,838.00	7%
Employee Benefits	\$ 87,508.00	\$ 96,036.00	\$ 95,000.00	\$ 89,879.00	\$ 113,850.00	20%
Insurance	\$ 7,260.00	\$ 14,728.00	\$ 20,000.00	\$ 18,993.00	\$ 25,324.00	27%
Miscellaneous	\$ 39,601.00	\$ 22,943.00	\$ 25,500.00	\$ 21,483.00	\$ 28,644.00	12%
Repairs and Maintenance	\$ 75,881.00	\$ 91,943.00	\$ 60,000.00	\$ 45,971.00	\$ 61,290.00	2%
Supplies	\$ 46,955.00	\$ 21,196.00	\$ 35,000.00	\$ 28,868.00	\$ 38,491.00	10%
Telephone	\$ 2,998.00	\$ 3,027.00	\$ 3,000.00	\$ 2,132.00	\$ 2,843.00	-5%
Depreciation Expense	\$ 40,000.00	\$ 18,702.00	\$ 43,000.00	\$ 32,250.00	\$ 43,000.00	0%
Interest Expense	\$ 983.00	\$ 1,477.00	\$ 1,200.00	\$ 884.00	\$ 1,200.00	0%
Debt Service	\$ 8,450.00	\$ 32,363.00	\$ 9,827.00	\$ 7,370.00	\$ 9,827.00	0%
CIP	\$ -	\$ -	\$ 4,500.00	\$ 2,605.00	\$ 25,766.00	473%
Capital Outlay	\$ 4,384.00	\$ -	\$ -	\$ 98,005.00	\$ 160,000.00	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,448,741.00</b>	<b>\$ 1,645,964.00</b>	<b>\$ 1,513,027.00</b>	<b>\$ 1,295,825.00</b>	<b>\$ 1,837,383.00</b>	<b>21%</b>

**CAPITAL OUTLAY**

ASV	\$ 60,000.00
SUBSTATION UPGRADES	\$ 75,000.00
PICKUP TRUCK REPLACEMENT	\$ 25,000.00





# BENCHMARK ENGINEERING, INC.

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

8878 Main Street • P.O. Box 261  
Mt. Iron, MN 55768-0261  
tel: 218-735-8914 • fax: 218-735-8923  
email: info@bm-eng.com

September 28, 2009

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

Re: City of Mountain Iron, MN  
Digester Building Improvements  
Project No. MI09-18

Dear Mr. Wainio:

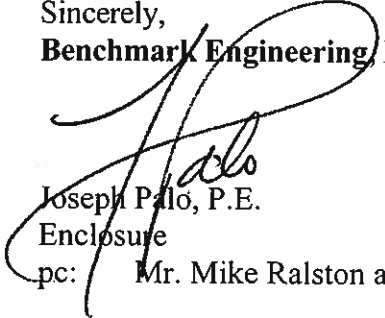
Enclosed please find Change Order No. 1 for the City of Mountain Iron Digester Building Improvements project in the amount of **\$5,605.00**, for approval at your next scheduled City Council meeting. This Change Order increases the Contract amount to **\$52,405.00**. Change Order No. 1 is for patching of deteriorated block around the building prior to painting and to replace the south door that is failing on the Digester Building.

Also, enclosed please find Pay Request No. 2 for the City of Mountain Iron Digester Building Improvements project in the amount of **\$20,116.25**, for approval at your next scheduled City Council meeting. This amount includes withholding a 5% retainage. Please refer to the enclosed pay request breakdown for a summary of items completed.

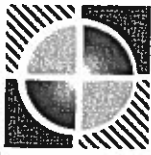
Please approve Change Order No. 1 first then Pay Request No. 2. Please sign three copies of the Change Order and keep one copy for your records. A copy of the Application and Certificate of Payment is also enclosed for your records.

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

Sincerely,  
**Benchmark Engineering, Inc.**

  
Joseph Palo, P.E.  
Enclosure

pc: Mr. Mike Ralston and Mr. Dale Hansen, Lenci Enterprises, Inc.



**BENCHMARK  
ENGINEERING, INC.**

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

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tel: 218-735-8914 • fax: 218-735-8923  
email: info@bm-eng.com

September 24, 2009

FROM —  
Mr. Dale J. Hansen  
Lenci Enterprises, Inc.  
P.O. Box 6  
Virginia, MN 55792

RECEIVED  
SEP 28 2009

Re: City of Mountain Iron, MN  
Digester Building Improvements  
Project No. MI09-18

Dear Mr. Hansen;

Enclosed please find Change Order No. 1 for the City of Mountain Iron Digester Building Improvements project in the amount of **\$5,605.00**, for approval. This change order is for the removal and replacement of a door on the south side of the Digester Building that is failing, and also for patching deteriorated concrete block work around the Digester Building.

Once approved, please sign and date the change order and return three (3) copies to our office. Our office will forward the change order to the City of Mountain Iron for approval on the next scheduled council meeting.

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

Sincerely,  
Benchmark Engineering, Inc.

  
Alan J. Johnson, E.I.T.

Enclosures

**CHANGE ORDER**

Order No. 1

Date: 9/22/09

NAME OF PROJECT/PROJECT NO: Digester Building Improvements / MI09-21

OWNER: City of Mountain Iron

CONTRACTOR: Lenci Enterprises, Inc.  
P.O. Box 6, Virginia, MN 55792

ENGINEER: Benchmark Engineering, Inc.

**Reason for Change Order:**

This Change Order will add additional items to the Contract that were addressed during construction. This Change Order is for the removal and replacement of a door on the south side of the Digester Building that is failing and also for patching deteriorated concrete block on the digester building.

**The following changes are hereby made to the CONTRACT DOCUMENTS:**

The contract amount is increased by **\$5,605.00**.

Change to CONTRACT PRICE:

Original CONTRACT PRICE \$ 46,800.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDERS \$ 46,800.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased by: \$ 5,605.00

The new CONTRACT PRICE including this CHANGE ORDER will be: \$ 52,405.00

Recommended by:   
Engineer (Authorized Signature)

9-22-09  
Date:

Approved by: \_\_\_\_\_  
Owner (Authorized Signature)

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

Accepted by: Dale Hansen  
Contractor (Authorized Signature)

9/25/09  
Date:

TO OWNER: City of Mt. Iron  
 8586 S. Enterprise Drive  
 Mt. Iron, MN 55768

PROJECT: Digester Building Improvements APPLICATION NO.: TWO  
 Mt. Iron, Minnesota PERIOD TO: 9/25/09  
 PROJECT NOS: ARCHITECT CONTRACTOR

FROM CONTRACTOR: Lenci Enterprises, Inc. VIA ARCHITECT: Benchmark Engineering, Inc. CONTRACT DATE: 8/18/09  
 P.O. Box 6 P.O. Box 261  
 Virginia, MN 55792 Mt. Iron, MN 55768

CONTRACT FOR: Complete Construction

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM ..... \$ 46,800.00
- 2. Net change by Change Orders ..... \$ 5,605.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 52,405.00
- 4. TOTAL COMPLETED & STORED TO DATE ..... \$ 48,230.00  
 (Column G on G703)
- 5. RETAINAGE:
  - a. 5 % of Completed Work ..... \$ 2,411.50  
 (Columns D + E on G703)
  - b. \_\_\_\_\_ % of Stored Material ..... \$ \_\_\_\_\_  
 (Column F on G703)
 Total Retainage (Line 5a + 5b or Total in Column I of G703) ..... \$ 2,411.50
- 6. TOTAL EARNED LESS RETAINAGE ..... \$ 45,818.50  
 (Line 4 less Line 5 Total)

- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 25,702.25  
 (Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE ..... \$ 20,116.25
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 6,586.50  
 (Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	5,605.00	
TOTALS	5,605.00	
NET CHANGES by Change Order	5,605.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: LENCI ENTERPRISES, INC.  
 By: [Signature] Date: 9/25/09  
 State of: \_\_\_\_\_  
 County of: \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_



Notary Public: Kathy E. Wolf  
 My Commission expires: \_\_\_\_\_

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 20,116.25  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: [Signature] Date: 9-28-09  
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: TWO  
 APPLICATION DATE: 9/25/09  
 PERIOD TO: 9/25/09  
 ARCHITECT'S PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)		
1.	General Conditions	\$ 5,500.	3,850.	1,650.			5,500.	100		
2.	Demolition	12,000.	10,200.	1,800.			12,000.	100		
3.	Concrete Columns	15,300.	13,005.	2,295.			15,300.	100		
4.	Painting	14,000.	14,000.				14,000.	100		
	Change Order No. 1	\$46,800. 5,605.		1,430.			1,430.	25	4,175.	
		52,405.	27,055.	21,175.			48,230.		4,175.	







# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • [www.mtniron.com](http://www.mtniron.com)  
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

## NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, September 28, 2009 at 6:05 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a request made by Russell Edman, 5449 Carnation Avenue, Mountain Iron for a Conditional Use Permit as required by the Zoning Ordinance to construct an addition to an accessory building that would exceed the 900 square feet as allowed by the Zoning Ordinance. The property is legally described as follows:

Outlot C  
Westgate First Addition to Mountain Iron  
Parcel Code: 175-0069-00950

The public can present its opinions at the public hearing or by letter addressed to the Zoning Administrator, City of Mountain Iron, City Hall, 8586 Enterprise Drive South, Mountain Iron, Minnesota 55768-8260.

By Order of the Planning and Zoning Commission  
Jerry D. Kujala  
Zoning Administrator

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

**CITY OF MOUNTAIN IRON  
CONDITIONAL USE PERMIT APPLICATION \***

Name of Applicant Russell Edman Signature of Applicant Russell A. Edman Date of Application 9-4-09  
5449 Carnation Avenue, Virginia, MN 55792

Legal Description:  
 Sec/Lot Outlot C Twp/Block . Rge/Subd . Parcel Code # 175-0069-00950  
in Westgate First Addition to Mt. Iron

Description of Proposed Use Addition on to our garage for storage of vehicles, work area on vehicles, storage for lawn mower, snowblow tools, camping equipment, rakes, shovels, etc. (32'x24' addition we own 4 vehicles.

Statement as to why proposed use will not cause injury to value of adjoining property. This addition will block the view of the garage that looks like it is falling over in the next lot when we are in our back yard. The addition will be sided to match our original garage and house. The addition will be adjacent to the neighbor's garage. See attached photos

Statement as to how proposed use is to be designed, arranged and operated in order to permit development and use of neighboring property. The addition will be joined to the back of the original garage. We will have a garage door going from original to addition. We will have a man door and garage door on north side of addition into our fenced back yard.

\* Applicant is required to submit documentation required in Section 22.24, Subd 4 of the Zoning Ordinance along with this application for a Conditional Use Permit. Applicant is also required to submit a Vicinity Map, drawn to scale, showing applicant's and adjoining property including existing and proposed buildings or uses. Use reverse side of this form. pd \$150.00  
9-4-09 Rec # 2106307

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Zoning Administrator Review	<u>Mailed to JAK</u>	<u>9-8-09</u>	<u>Jma</u>
Public Hearing Set	<u>Set for 9/28/09 @ 6:05pm</u>	<u>9-11-09</u>	<u>Jma</u>
Hearing Notice Published	<u>Mesabi Daily News</u>		<u>Jma</u>
Planning & Zoning Recommendation			
Council Action			
Filed with County Recorder			

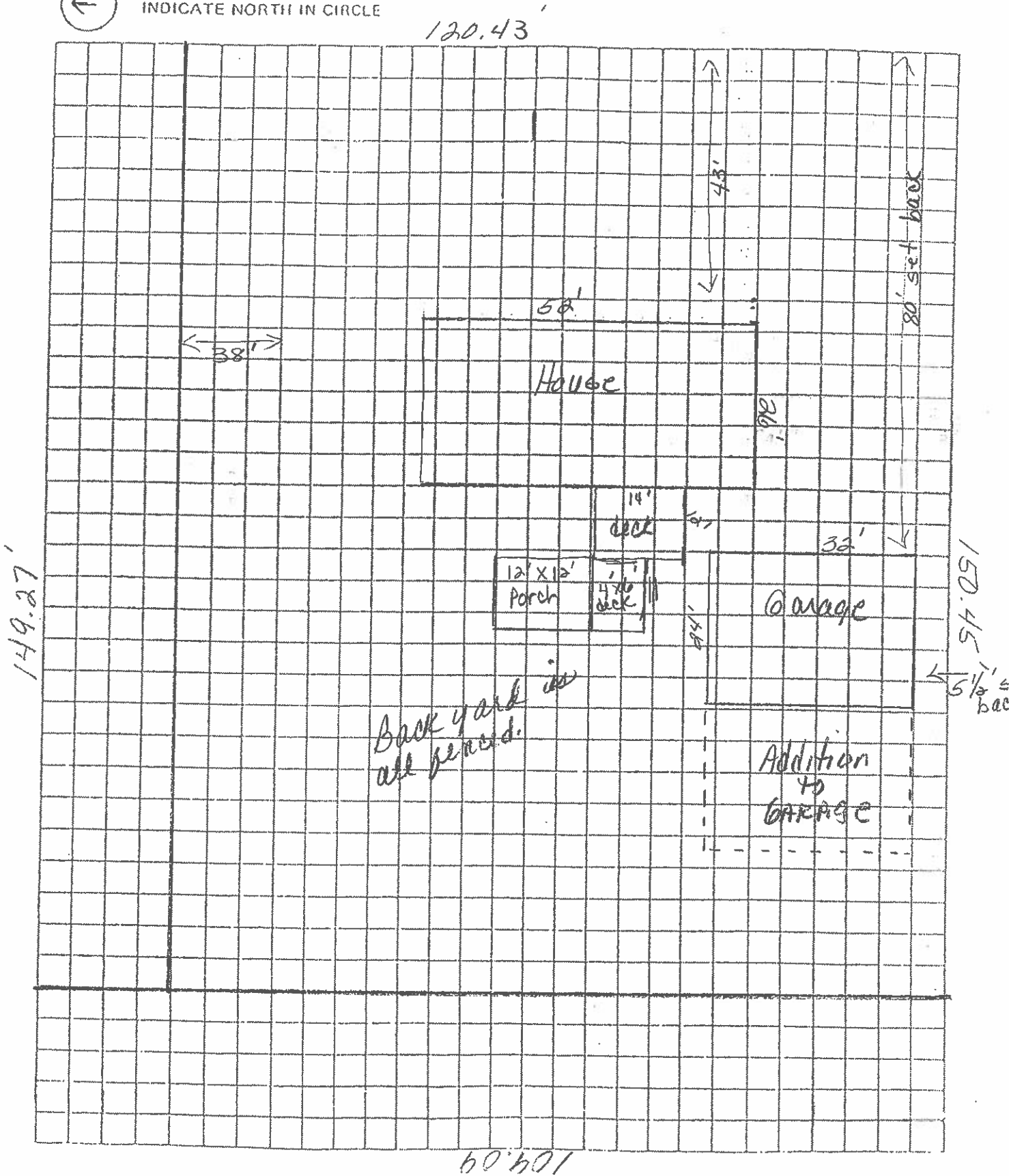
Conditions Attached \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

VICINITY MAP TO SCALE - SHOW DIMENSIONS OF LOT AND ALL EXISTING AND PROPOSED STRUCTURES OR DISTANCES FROM FRONT, SIDE AND REAR LOT LINE SETBACKS TO ALL EXISTING AND PROPOSED STRUCTURE SHOW ALLEY AND STREET NAMES ABUTTING LOT.

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

Signature Russell A. Edman Date 9-4-09

← INDICATE NORTH IN CIRCLE





**COUNCIL LETTER 100609-IVG1**  
**PARKS AND RECREATION BOARD**  
**LOCOMOTIVE PARK PLAN**

**DATE:** September 30, 2009  
**FROM:** Parks and Recreation Board  
Don Kleinschmidt  
Director of Public Works

---

The Mountain Iron Parks and Recreation Board is recommending City Council approval to hire Mr. John Winters, Landscape Architect, of Frizzel Winter Associates to design the plans for the east half of Locomotive Park at a fee of \$5,000.00 and 10% of any grants prepared by his firm.

## Fee Schedule for Frizzell Winter Associates

### Fees for Preliminary & Final Design Phases

- Fees: \$5,000
- First half of payment due at contract signing. Second half of payment due upon completion of the project.

### Meetings

- Any additional meetings beyond the two (2) meetings held during the preliminary and final design phases will be an additional \$400 per meeting.

*All accounts due and payable within 30 days of billing. A finance charge is computed on a periodic rate of 1% per month which is an annual percentage rate of 12% on any previous balance not paid within 30 days.*

*These rates are effective only the year indicated and are subject to yearly adjustments which reflect equitable changes in the various components.*

## Project Understanding

Our team has a clear understanding of the rich history of Mountain Iron, the “Taconite Capital of the World!” The history of the City goes all the way back to 1890 when Leonidas Merritt discovered Iron Ore near the present day City of Mountain Iron. The citizens of Mountain Iron and the surrounding area have strong ties to the mining industry which have given the community a rich history.

This park has a significant location within the City of Mountain Iron. Not only does it overlook a historical mine, it is also sits right along a stretch of the Mesabi Trail bicycle trail. The entire Mesabi Trail is 132 miles (213 km) long and stretches from Grand Rapids, MN, to Ely, MN.

We realize that the community of Mountain Iron is proud of their mining heritage and would like to preserve their mining history for generations to come. With this philosophy in mind, Frizzell Winter Associates will approach the landscape design of Locomotive Park with the history of mining as a key element of design.

We understand that Locomotive Park will be broken up into two phases. This proposal is for the first phase of the park which includes the main area around the 1910 locomotive and the scenic overlook that looks into the mine where Leonidas Merritt discovered Iron Ore in 1890 on the Mesabi Range. Based on the request for proposal, a couple of meetings with Don Kleinschmidt and the Parks and Recreation Board, and an on-site visit, we have gained an understanding of what is needed and desired by the City of Mountain Iron’s Park and Recreation Board for Locomotive Park.

We understand that the scope of work includes:

1. Two meetings with either Don Kleinschmidt and/or the Park and Recreation Board to present the preliminary landscape plan and then to present a final landscape plan.
2. Preparation of a master plan that includes the following program elements:
  - a. Scenic Overlook
    - Raised brick paving patio area that overlooks the mine
    - Ramp with retaining wall up to the overlook for handicap accessibility
    - Benches for seating
    - Open railing for views into the mine
    - Interpretive plaque
  - b. Patio Area
    - Shelter with picnic tables
    - Grills/Trash Receptacles/Picnic Tables for gatherings
    - Brick paving
    - Bench(s)

## Project Understanding Cont.

- c. Planting Areas
    - Shrub and perennial beds around the shovel
    - Landscaped area with flagpoles near the sidewalk
  - d. 1910 Locomotive
    - Provide paved walkways around the locomotive to enable visitors of the park the opportunity to view the locomotive. Do not provide access onto the locomotive for safety reasons.
  - e. Information Signs
    - Interpretive plaques and kiosks to inform visitors of historical significance of the park.
  - f. Opinion of Probable Cost
3. Prepare design and construction document bid package of the landscape plan. These plans must be designed and built within the construction budget.



**COUNCIL LETTER 100609-IVH1**

**PUBLIC HEALTH AND SAFETY**

**ATTORNEY REVIEW**

**DATE:** September 30, 2009

**FROM:** Public Health and Safety Board

Craig J. Wainio  
City Administrator

---

The Mountain Iron Public Health and Safety Board is recommending City Council approval to authorize the City Attorney to review Chapter 113: Peddling, Hawking, Canvassing, Soliciting and Auctioneering of the City Code and compare that to the League of Minnesota Cities informational memo regarding the Regulating Peddlers, Solicitors and Transient Merchants.

**COUNCIL LETTER 100609-IVI1**  
**PERSONNEL COMMITTEE**  
**EQUIPMENT OPERATOR POSITION**

**DATE:** September 30, 2009  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

---

The Personnel Committee met and determined a need to fill an Equipment Operator position. It is recommended by the Personnel Committee that the City Council authorize the internal posting of the Equipment Operators position. As provided in the contract, the position would be Job Class 12.

## **CITY OF MOUNTAIN IRON**

### **INTERNAL JOB POSTING**

#### **OPERATOR**

The City of Mountain Iron has an immediate opening for the full-time position of Operator. This position reports to the Director of Public Works through the City Foreman.

Responsibilities of this position are described in the Operator position analysis.

The position is Job Class 12 at \$21.45 per hour.

Applications will be accepted until 10:00 a.m., October 19, 2009. Submit letter of application to Craig J. Wainio, City Administrator.

This notification is to be posted on the employee bulletin board at the Community Center, Library, Wastewater Plant and City Garage.

**COUNCIL LETTER 100609-IVJ1**

**STREET COMMITTEE**

**HEATHER AVENUE**

**DATE:** September 30, 2009

**FROM:** Street Committee

Don Kleinschmidt  
Director of Public Works

---

The Street Committee held a meeting at 10:00 a.m. on Tuesday, September 29, 2009 and recommendations that the City Council change assessment rate of Heather Avenue from Centennial Drive to Unity Drive from the 75% assessment rate to the 50% assessment rate. The Committee further recommends that the City Council change assessment rate of Heather Avenue from Centennial Drive to the South from the 90% assessment rate to the 75% assessment rate.

**COUNCIL LETTER 100609-IVJ2**

**STREET COMMITTEE**

**CARDINAL STREET**

**DATE:** September 30, 2009

**FROM:** Street Committee

Don Kleinschmidt  
Director of Public Works

---

The Street Committee held a meeting at 10:00 a.m. on Tuesday, September 29, 2009 and recommendations to the City Council that it directs Benchmark Engineering to look at drainage and lot lines on the West end of Cardinal Street in the Becky Wilkins area.

**COUNCIL LETTER 090407-VIA**

**ADMINISTRATION**

**RESOLUTION NUMBER 44-09**

**DATE:** September 30, 2009

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

---

Resolution Number 44-09 sets a Public Hearing on the proposed assessments on the improvement of 16<sup>th</sup> Avenue. Also enclosed is the proposed assessment role. The City Council should review the proposed assessment role to determine if this is the City Council's intent. The hearing would be scheduled for the first meeting in November.

After the review of the proposed assessment role, it is recommended that the City Council approve Resolution Number 44-09 Setting a Hearing on the Propose Assessment.



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 44-09

### HEARING ON PROPOSED ASSESSMENT

**WHEREAS**, by a Resolution passed by the City Council on September 21, 2009, the City Administrator was directed to prepare a proposed assessment of the cost of Improvement Number 05-16, the improvement of the improvement of all of 16<sup>th</sup> Avenue by reconstruction, and

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

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

1. A hearing shall be held at 6:30 p.m. on November 2, 2009 in the Community center located at 8586 Enterprise Drive South to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Mountain Iron, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City 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 succeeding year.

**DULY ADOPTED BY THE CITY COUNCIL THIS 6<sup>th</sup> DAY OF OCTOBER, 2009.**

ATTEST:

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

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

NAME	BLOCK	LOT	FOOTAGE	CODE	\$252,946.80	RATE	AMOUNT	FOOT
Altman, Benedict	1	12	149.79	175-0065-00800	\$31,851.46	10.00%	\$3,185.15	\$21.26
Roskoski, Edmund	1	13	139.44	175-0065-00150	\$29,650.63	10.00%	\$2,965.06	\$21.26
REGAL PROPERTIES LLC	4	12	128	175-0065-00760	\$27,218.02	10.00%	\$2,721.80	\$21.26
REGAL PROPERTIES LLC	4	13	161	175-0065-00800	\$34,235.16	10.00%	\$3,423.52	\$21.26
REGAL PROPERTIES LLC	5	12	161	175-0065-00120	\$34,235.16	10.00%	\$3,423.52	\$21.26
REGAL PROPERTIES LLC	5	13	161	175-0065-01050	\$34,235.16	10.00%	\$3,423.52	\$21.26
REGAL PROPERTIES LLC	8	12	161	175-0065-01580	\$34,235.16	10.00%	\$3,423.52	\$21.26
REGAL PROPERTIES LLC	8	13	128.32	175-0065-01590	\$27,286.06	10.00%	\$2,728.61	\$21.26
			1189.55		\$252,946.80		\$ 25,294.68	



**COUNCIL LETTER 090407-VIB**

**ADMINISTRATION**

**RESOLUTION NUMBER 45-09**

**DATE:** September 30, 2009

**FROM:** Street Committee

Craig J. Wainio  
City Administrator

---

Resolution Number 45-09 orders a feasibility report for the overlay of that portion of Old Highway 169 from the end of this year's project to the western City limits. Once completed, the report will be submitted to the City Council for review and the City Council will then set the required public hearing.

It is recommended by the Street Committee that the City Council adopt Resolution Number 45-09 ordering report.



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 45-09

### ORDERING PREPARATION OF REPORT ON IMPROVEMENT

**WHEREAS**, it is proposed to improve Old Highway 169 from approximately three miles west of the Costin Plat to the western city limits by overlayment 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 that person is 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; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**DULY ADOPTED BY THE CITY COUNCIL THIS 6<sup>th</sup> DAY OF OCTOBER, 2009.**

ATTEST:

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

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

**COUNCIL LETTER 120108-VIC**

**AUDITOR**

**AUDIT PROPOSAL**

**DATE:** September 30, 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 2009 Audit. The proposal price is \$18,900 for the Governmental Funds and \$8,900 for the Enterprise Funds. For the 2007 Audit proposal the Governmental Funds were \$18,400 and the Enterprise funds were \$8,700.



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 21, 2009

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

Dear Mr. Wainio:

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, 2009. 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 aggregate 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, 2009. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany City of Mountain Iron, Minnesota's basic financial statements. As part of our engagement, we will apply certain limited procedures to City of Mountain Iron, Minnesota's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. 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 revenues, expenditures and changes in fund balances – budget to actual.

Supplementary information other than RSI also accompanies City of Mountain Iron, Minnesota's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and will provide an opinion on it in relation to the basic financial statements:

1. Combining and 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 additional information referred to in the first paragraph when considered in relation to the basic financial statements taken 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 fully 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 the City Council, management, and the State of Minnesota and is not intended to be 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. 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. As part of the audit, we will assist with 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.

Management is responsible for establishing and maintaining effective internal controls, including 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, 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 and cash flows, where applicable, 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 for 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, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

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 objectives 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 other 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 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 any 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 Controls**

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 significant deficiencies. 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 Procedures—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 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 & 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 & 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 contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately December 31, 2009 and to issue our reports no later than June 30, 2010. Gary E. Giroux 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 \$18,900.00 for the City's Governmental Funds and \$8,900.00 for the Enterprise Funds. 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 2006 peer review report accompanies this letter.

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.



Gary E. Giroux  
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   DARIAN J. KLEIN, CPA, PFS   JUDD NORDQUIST, CPA

DENISE STONER, CPA  
JENNIFER TROAST, CPA  
BRYAN SWARTZ, CPA  
SHARI BOROWICZ, CPA  
NICHELLE MARSHMAN, CPA

November 8, 2006

To the Shareholders  
Walker, Giroux, & Hahne, Ltd.  
Virginia, MN

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, 2006. A system of quality control encompasses the firm's organizational structure and the policies adopted and procedures established to provide it with reasonable assurance of conforming with professional standards. The elements of quality control are described in the Statements on Quality Control Standards issued by the American Institute of CPAs (AICPA). The firm is responsible for designing a system of quality control and complying with it to provide the firm reasonable assurance of conforming with 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 with its system of quality control based on our review.

Our review was conducted in accordance with standards established by the Peer Review Board of the AICPA. During our review, we read required representations from the firm, interviewed firm personnel and obtained an understanding of the nature of the firm's accounting and auditing practice, and the design of the firm's system of quality control sufficient to assess the risks implicit in its practice. Based on our assessments, we selected engagements and administrative files to test for conformity with professional standards and compliance with the firm's system of quality control. The engagements selected represented a reasonable cross-section of the firm's accounting and auditing practice with emphasis on higher-risk engagements. The engagements selected included among others, audits of Employee Benefit Plans and engagements performed under Government Auditing Standards. Prior to concluding the review we reassessed the adequacy of the scope of the peer review procedures and met with firm management to discuss the results of our review. We believe the procedures we performed provide a reasonable basis for our opinion.





In performing our review, we obtained an understanding of the system of quality control for the firm's accounting and auditing practice. In addition, we tested compliance with the firm's quality control policies and procedures to the extent we considered appropriate. These tests covered the application of the firm's policies and procedures on selected engagements. Our review was based on selective tests, therefore, it would not necessarily disclose all weaknesses in the system of quality control or all instances of lack of compliance with it. There are inherent limitations in the effectiveness of any system of quality control and, therefore, noncompliance with the system of quality control may occur and not be detected. Projection of any evaluation of a system of quality control to future periods is subject to the risk that the system of quality control may become inadequate because of changes in conditions, or because the degree of compliance with the policies and procedures may deteriorate.

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, 2006, has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

*Jelvin M. McDonald, Ltd.*



**Range Association of Realtors**  
*"Serving Northeastern Minnesota"*

September 21, 2009

Mt. Iron City Council  
City of Mt. Iron  
8586 Enterprise Drive S.  
Mt. Iron, MN 55768

Re: Range Association of REALTORS® - Annual Membership Meeting and Social  
Held at the Mt. Iron Community Center – Wednesday, October 21, 2009

Dear Mt. Iron Community Council Members:

The Range Association of REALTORS® requests your permission to have our caterer, Country Kitchen, sell liquor at our evening social on October 21, 2009.

Thank you for your consideration.

Sincerely,

Renée M. Capra  
Association Executive  
Range Association of REALTORS®  
[rangemls@wildblue.net](mailto:rangemls@wildblue.net)



September 10, 2009

503 North Van Buren Avenue  
Eveleth, MN 55734-2253

City Administrator's Office  
City of Mt. Iron  
8586 Enterprise Drive South  
Mt. Iron, MN 55768

The Honorable Mayor Skalko and City Council:

The AARP Tax Aide program provides free tax assistance to low and moderate income residents of all ages in North St. Louis County. For the 2008 tax year, volunteers in North St. Louis County prepared over 6,000 returns and brought in over \$2,500,000.00 in refunds for those taxpayers. These refunds helped the taxpayers and the local economy and made the tax season less taxing.

AARP does not provide funds for rental of training facilities or tax preparation sites. We therefore respectfully request that the City of Mt. Iron waive fees for the use of the Wacootah or Iroquois room for training January 10-15. AEOA is our local umbrella agency and will provide the \$200 deposit required.

Sincerely,

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

Marian Chase, District Coordinator for AARP Tax Aide in North St. Louis County  
744-5635

September 17, 2009

Mountain Iron-Buhl High School  
Mountain Iron, MN 55768  
(218) 735-8271, ext, 1040  
(218) 735-8217: Fax  
[comalley@mib.k12.mn.us](mailto:comalley@mib.k12.mn.us)

Dear Perspective Patron,

A new school year has started and we are in the planning of our 2009-2010 yearbook. The yearbook is a wonderful reminder of our high school memories each year, which are enjoyed by students, faculty, friends and family.

We are asking your support in helping us provide memories for years to come. It is a great opportunity to get your name recognized by a large number of area residents as well as helping us maintain a worthy product. We appreciate any kind of assistance you and your business can give us. Payment options are cash, checks made out to MIB Yearbook, or you can choose to be billed. If you wish not to be recognized in our yearbook and would rather give a small donation to our school yearbook, that would be greatly appreciated. We thank you for your kindness and generosity.

The add rates are as follows:

Patron (3-4 Line)	\$45.00
1/8 page (business card size)	\$65.00
¼ page	\$80.00
½ page	\$120.00
Full page	\$200.00

Sincerely,

*Cathy O'Malley*  
*Alyssa Penoncello*  
*Kellyjo Gentilini*  
Cathy O'Malley, Teacher  
Alyssa Penoncello, Student Editor  
Kellyjo Gentilini, Student Editor



006523 6949.0606

Payment:  Cash  Check  Bill Due By: \_\_\_\_\_ Rec'd \_\_\_\_\_

Ad Size: \_\_\_\_\_ Ad Cost: \_\_\_\_\_

Adviser's Name \_\_\_\_\_ (Area) Telephone \_\_\_\_\_

School Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

School's Name \_\_\_\_\_ Staff Signature \_\_\_\_\_

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Manager/Owner \_\_\_\_\_ (Area) Telephone \_\_\_\_\_

Firm \_\_\_\_\_ (Please Print)

rough sketch of the ad

# YEARBOOK \_\_\_\_\_ (Year) ADVERTISING CONTRACT

**COUNCIL LETTER 100609-VIG**

**ED ROSKOSKI**

**MORE EXPLANATION OF AGENDA ITEMS**

**DATE:** September 30. 2009

**FROM:** Ed Roskoski  
City Councilor

Craig J. Wainio  
City Administrator

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

Due to several requests, I feel the Council should adopt the following:

At present, agenda items are listed on our Channel 7 as, IE: Resolution 34-09 Declaring Costs. Too make things more clear to the viewing public, the same item could be listed as: Resolution 34-09 Declaring Costs, Ordering Preparation of Proposed Assessment for 2007 Street Project.

**COUNCIL LETTER 100609-IX**  
**NEGOTIATIONS COMMITTEE**  
**CLOSED MEETING**

**DATE:** September 30, 2009  
**FROM:** Negotiations Committee  
Craig J. Wainio  
City Administrator

---

The City Council may enter into a Closed Meeting to discuss contract negotiations strategies with AFSCME Local Union #453.



INDEPENDENT SCHOOL DISTRICT NO. 712  
**MOUNTAIN IRON-BUHL PUBLIC SCHOOLS**

5529 EMERALD AVENUE, MOUNTAIN IRON, MN 55768-0537

(218) 735-8271 OFFICE | (218) 735-8244 FAX | WWW.MIB.K12.MN.US

Superintendent **John A. Klarich**

Principal  
Merritt Elementary  
**John A. Klarich**

Principal  
High School  
**Angie Williams**

Principal  
Mesabi Academy  
**Peter Haapala**

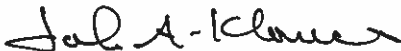
September 28, 2009

City of Mt. Iron  
8586 Enterprise Drive South  
Mt. Iron, MN 55768

To Whom It May Concern:

On behalf of a grateful School District I would like to thank the City of Mt. Iron for helping us install our Hall of Fame Plaque at the MI-B Football Field. Our hall of fame game and celebration has grown since last year and brings much positive attention to our School District and City of Mt. Iron. I would also like to thank you for assisting in taking our flag pole down to be painted by the local American Legion. We appreciate all of your support in helping us make the City of Mt. Iron be all it can be.

Sincerely,



John A. Klarich  
I.S.D. #712 Superintendent of Schools

JAK/sp

**SCHOOL BOARD**

Charles Bainter | Terry Martinson | Larry Sokoloski | R. Michael Grahek | Steve Giorgi | Margaret Ratai | LuAnn Violette