

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, OCTOBER 15, 2007 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the October 1, 2007, Regular Meeting (#1-9)
 - B. Communications (#27)
 - C. Receipts
 - D. Bills and Payroll
- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - 1. IRR Projects (#10-17)
 - C. Director of Public Works Report
 - 1. Unity 2 Underground Electric Quotes (#18)
 - D. Sheriff's Department Report (#19)
 - E. City Attorney's Report
 - F. City Engineer's Report
 - G. Public Health and Safety Board
 - 1. Determan Property Update
 - 2. Rescind First Responders Articles of Organization (#20-23)
 - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Zoning Administrator Request (#24)
 - B. MIB Scoreboard Committee Request (#25)
 - C. City Vehicle Door Logo's (#26)
 - D. Communications (#27)
- VII. Open Discussion on City Business
- VIII. Announcements
 - A. Closed Meeting – October 18, 2007, 6:30PM
- IX. Adjourn

Denotes page number in packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
OCTOBER 1, 2007

Mayor Skalko called the City Council meeting to order at 6:33 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. Forseen, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; Rod Flannigan, City Engineer; Rick Feiro, Sergeant; John Backman, Sergeant; and Tom Cvar, Fire Chief.

It was moved by Skalko and seconded by Stanaway to refer items "Bio-Mass Facility Fires" and "First Responders Storage" on the agenda to the Public Safety and Health Board. The motion carried.

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

1. Add the following items to the agenda:
 - IV. A. 3. Negotiations/Evaluation for a Management Employee-Set Closed Meeting
 - IV. C. 3. City Garage Roof
 - VI. F. Mott Pit Access
 - VI. G. Discussion on the Library-starting a "Friends of the Library Program"Omit the following:
 - IV. C. 2. South Grove Pavilion
2. Approve the minutes of the September 17, 2007, City Council meeting as submitted.
3. That the communications be accepted, placed on file, and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period September 16-30, 2007, totaling \$671,262.71, (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 16-30, 2007, totaling \$466,077.89, (a list is attached and made a part of these minutes).

The motion carried unanimously on a roll call vote.

No one spoke during the public forum.

The Mayor updated the Council on the following:

- Mesaba Nugget Project. He said that all of these projects in the area ultimately help the area as a whole.
- Connector-Electric Customer Publication. He highlighted information in the publication, pointed out the Salvation Army Heat Share Program to help the needy in the area and the emergency hours being listed in there.

- TV Broadcast through Public Access Channel. He advised the Council that the City of Kinney authorized contributing to the sports broadcasting for the school and now the expenses would be divided by four entities.
- South Grove Playground Funding. He said that he and the Administrator attended the County Board meeting in Ely and they authorized a transfer of the Recreational Land Grant funding originally allocated to the ATV Trail to the South Grove Playground for Phase II.
- Tennis Courts in South Grove. He said that City Staff had reviewed the tennis courts and the Parks and Recreation Board would likely be making a recommendation to the Council.
- Mountain Iron Library. He said that the library project has now been completed and really looks good. The Mayor suggested that a formal “Open House” be set.

It was moved by Skalko and seconded by Stanaway to use Charitable Gambling funds to purchase a full page advertisement in the Mountain Iron-Buhl Laurentian Yearbook at a total expense of \$200.00. The motion carried unanimously on a roll call vote.

It was moved by Skalko and seconded by Roskoski to appoint Carl Dagen to the Utility Advisory Board, to fulfill the term of Scott Williams, with the term expiring on December 31, 2009. The motion carried.

It was moved by Skalko and seconded by Prebeg to set a special closed meeting for Thursday, October 18, 2007, at 6:30 p.m. to discuss management negotiations and evaluations. The motion carried.

The City Administrator updated the Council on the following:

- IRRR Public Grants Project Program. He advised the Council that the deadline for the public works program was October 17, 2007, if the Council wished to apply for a grant. He said that the Economic Development Authority has several project proposals to apply for grant funding.
- Funding Sources. He said that he supplied some background information on grant programs through LAWCON and the Northland Foundation. The Council asked Councilor Roskoski to get some information to the Administrator for a grant application for something that would pertain to some historic project.
- IRRR Demolition Program. The Administrator outlined the project guidelines to the Council again.
- Locomotive Park Fencing Grant. The Administrator said that the bids received came in too high over the engineer’s estimate. He said the grant was set to expire December 31, 2007, the grant deadline has been extended to June 30, 2008, so the fencing project could be completed next Spring.

It was moved by Zupancich and seconded by Prebeg to direct the City Administrator to prepare preliminary IRRR grant applications for Unity Drive Extension to South Grove, the Highway 169 Project in Kinross, and the Storm Drain System in Westgate. The motion carried.

It was moved by Prebeg and seconded by Stanaway to approve the advertisement, as submitted, for the seasonal/part-time rink attendants to be published in the November 4, 11, 18, and 25, 2007, editions of the Mesabi Daily News. The motion carried.

It was moved by Skalko and seconded by Zupancich to direct Benchmark Engineering to complete a structural examination of the City Garage roof and bring a recommendation to the City Council. The motion carried.

The Director of Public Works updated the Council on the following:

- Heather Avenue Ditching. The Director said that the City Crew would not be cleaning out the ditches, but would be mowing them. He said that currently it has been raining, that it has been too wet to work on the project.

Sergeant Fiero introduced the new Mountain Iron Sergeant, John Backman, to the Council members.

At 7:18 p.m., Councilor Roskoski left the meeting.

It was moved by Stanaway and seconded by Zupancich to approve the basic contract for training from October 9-16, 2007, with Mesabi Range College for the Mountain Iron Volunteer Fire Department at a cost of \$1,050 with a portion being reimbursed by the Virginia and Eveleth Fire Departments.

At 7:20 p.m., Councilor Roskoski returned to the meeting.

The motion carried.

It was moved by Zupancich and seconded by Prebeg to award the West II Electrical Improvement bid to Lanyk Electric in the amount of \$67,790.00, with a grant paying for a portion of the costs. The motion carried unanimously on a roll call vote.

It was the consensus of the Council to not award the bid for the Locomotive Park Fencing Project because the bids came in too high.

It was moved by Prebeg and seconded by Zupancich to authorize payment request number two to Utility Systems of America in the amount of \$184,854.22 for the Unity Addition Phase II Residential Development. The motion carried unanimously on a roll call vote.

It was moved by Zupancich and seconded by Prebeg to authorize payment request number three to Louis Leustek and Sons Incorporated in the amount of \$78,171.51 for the Industrial Park Road Extension Project. The motion carried unanimously on a roll call vote.

The City Engineer updated the Council on the following:

- 2007 Paving Project. He said that the 2007 pavement projects have been started.

- New Employee. He advised the Council that Benchmark Engineering had hired another Civil Engineer, Alan Johnson

The following items were discussed during the Liaison Reports:

- Library Board. Councilor Stanaway advised the Council that Nancy Driscoll and Paula Stanaway volunteered to assist the Librarian to get the library organized. The Council recognized the volunteer efforts and the work of the Librarian to get the Library ready to reopen following the carpet and furniture installation.

It was moved by Roskoski and seconded by Prebeg to authorize Staff to complete the work on IRC Number 5737 regarding Locomotive Park equipment repairs. The motion carried.

It was moved by Zupancich and seconded by Skalko to authorize the final payment request to Lenci in the amount of \$5,000.00 for the Library Renovation Project. The motion carried unanimously.

It was moved by Zupancich and seconded by Prebeg to approve the IRRRB Final Accounting Report for the Unity Drive Project to assist the Diamond Willow Project, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Roskoski and seconded by Skalko to direct City Staff to notify the appropriate Minnesota Department of Natural Resource's office to inquire about the particulars in regard to upgrading the Mott Pit access area with the following suggestions:

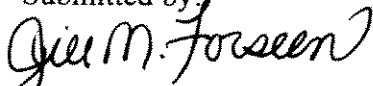
1. More gravel at the turn around and boat launch areas
2. Two pedestal mounted grills
3. Brush clearing from the sides of the north-south access road

And further, a report be made available to the City Council when necessary information is received. The motion carried.

It was moved by Stanaway and seconded by Skalko to have City Staff seek information from the League of Minnesota Cities to see what needs to be completed to form a "Friends of the Library" volunteer group. The motion carried.

At 7:47 p.m., it was moved by Skalko and seconded by Roskoski that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Forseen, CMC/MMCA
Municipal Services Secretary

COMMUNICATIONS

1. Saint Louis County, Community Development Block Grant initial recommendations.
2. Northeast Service Cooperation, forwarding a nomination petition for service on the Board of Directors.

Summary By Category And Distribution

Category	Distribution	Amount
FINES	CRIMINAL	709.13
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	469.38
PERMITS	BUILDING	193.50
UTILITY	UTILITY	86,897.65
METER DEPOSITS	ELECTRIC	1,200.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	28,449.95
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	450.00
MISCELLANEOUS	ASSESSMENT SEARCHES	90.00
BUILDING RENTALS	COMMUNITY CENTER	470.00
MISCELLANEOUS	REIMBURSEMENTS	9,876.06
INTERGOVERNMENTAL REVENUE	TACONITE MUNICIPAL AID	391,189.00
MISCELLANEOUS	FAX CHARGES	4.00
BUILDING RENTALS	NICHOLS HALL	75.00
MISCELLANEOUS	CHECK RETURN FEE	40.00
CD INTEREST	CD INTEREST 101	121.99
CD INTEREST	CD INTEREST 378	632.15
CD INTEREST	CD INTEREST 602	155.26
CD INTEREST	CD INTEREST 603	188.53
CD INTEREST	CD INTEREST 604	11.11
INTERGOVERNMENTAL REVENUE	IRRRB-PARK RIDGE DR UPGRADE	150,000.00
LEASES	LEASES	40.00
Summary Totals:		<u>671,262.71</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/07	09/25/2007	135443	9027	VOID - DAWN KOSKI	101-20200	100.00 -M
09/07	09/25/2007	135501	9027	DAWN KOSKI	101-20200	50.00
09/07	09/25/2007	135502	130011	MOUNTAIN IRON POSTMASTER	604-20200	409.99
10/07	10/10/2007	135503	10016	ARROWHEAD BATTERY CO INC	101-20200	276.90
10/07	10/10/2007	135504	5007	ASSURANT EMPLOYEE BENEFITS	101-20200	575.12
10/07	10/10/2007	135505	20022	BENCHMARK ENGINEERING INC	604-20200	35,238.65
10/07	10/10/2007	135506	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	1,165.58
10/07	10/10/2007	135507	1007	CARE PARTNERS/TASRA HOAG	101-20200	50.00
10/07	10/10/2007	135508	4008	CARLA LEIKAS	101-20200	75.00
10/07	10/10/2007	135509	30070	CHAD, GREG	101-20200	50.00
10/07	10/10/2007	135510	1002	CHARLES OVERBYE	101-20200	23.09
10/07	10/10/2007	135511	220003	CITY OF VIRGINIA	101-20200	300.00
10/07	10/10/2007	135512	4007	DAVE TAKANEN	602-20200	174.60
10/07	10/10/2007	135513	110005	DON KLEINSCHMIDT	602-20200	273.12
10/07	10/10/2007	135514	1006	EVERETT WRIGHT	101-20200	50.00
10/07	10/10/2007	135515	110020	GERALD KNAPPER	101-20200	37.92
10/07	10/10/2007	135516	1001	GLENN OVERBYE	101-20200	360.16
10/07	10/10/2007	135517	140013	HD WATERWORKS SUPPLY	601-20200	1,223.71
10/07	10/10/2007	135518	80017	HENRY'S WATERWORKS INC	601-20200	221.70
10/07	10/10/2007	135519	90007	INDUSTRIAL LUBRICANT COMPANY	101-20200	971.76
10/07	10/10/2007	135520	7018	IRON RANGE FRIENDS OF NRA	101-20200	100.00
10/07	10/10/2007	135521	1003	JOSEPH PREBEG	101-20200	81.85
10/07	10/10/2007	135522	120011	LABOR AND INDUSTRY	101-20200	30.00
10/07	10/10/2007	135523	120032	LAKE COUNTRY POWER	101-20200	162.00
10/07	10/10/2007	135524	120040	LAURENTIAN YEARBOOK	230-20200	200.00
10/07	10/10/2007	135525	120039	LEEF SERVICES	101-20200	58.58
10/07	10/10/2007	135526	120035	LENCI ENTERPRISES INC	301-20200	5,000.00
10/07	10/10/2007	135527	120034	LOUIS LEUSTEK & SONS INC.	301-20200	78,171.51
10/07	10/10/2007	135528	120014	LUNDGREN MOTORS	101-20200	28.32
10/07	10/10/2007	135529	130136	MATTILA, ALAN	101-20200	50.00
10/07	10/10/2007	135530	130137	MATTSON, MATT	101-20200	130.00
10/07	10/10/2007	135531	130006	MESABI HUMANE SOCIETY	101-20200	1,000.00
10/07	10/10/2007	135532	130008	MINNESOTA MUNICIPAL UTILITIES	101-20200	2,225.00
10/07	10/10/2007	135533	130009	MINNESOTA POWER	101-20200	43,427.90
10/07	10/10/2007	135534	130049	MINNESOTA STATE TREASURER	101-20200	525.78
10/07	10/10/2007	135535	130013	MOUNTAIN IRON FIREMEN'S RELIEF	101-20200	2,700.00
10/07	10/10/2007	135536	1008	NE ENTREPRENEUR FUND	101-20200	100.00
10/07	10/10/2007	135537	140055	NORTHERN VISUAL SERVICES	301-20200	123.75
10/07	10/10/2007	135538	40032	OFFICE OF ENTERPRISE TECHNOLOG	101-20200	413.19
10/07	10/10/2007	135539	160053	PEARSON, CONNIE	101-20200	40.00
10/07	10/10/2007	135540	160054	PETERANGELO, SALLY	101-20200	117.60
10/07	10/10/2007	135541	160038	PITNEY BOWES	603-20200	274.60
10/07	10/10/2007	135542	160052	PONTINEN, STACEY	101-20200	40.00
10/07	10/10/2007	135543	160032	PORTABLE JOHN	101-20200	305.68
10/07	10/10/2007	135544	170002	QWEST/POLE RENTAL	604-20200	22.00
10/07	10/10/2007	135545	180018	RANGE LANDSCAPE	101-20200	1,241.26
10/07	10/10/2007	135546	180045	RESERVE ACCOUNT	602-20200	500.00
10/07	10/10/2007	135547	160051	RYAN PONTINEN	101-20200	50.00
10/07	10/10/2007	135548	190003	SARANEN AUTO	603-20200	12.48
10/07	10/10/2007	135549	190045	SERVICE SOLUTIONS	101-20200	379.19
10/07	10/10/2007	135550	1004	ST LOUIS CO COMM DEVELOPMENT	101-20200	100.00
10/07	10/10/2007	135551	1005	ST LOUIS CO SAFETY TRAINING	101-20200	100.00
10/07	10/10/2007	135552	210028	U S BANK CORP TRUST SERVICES	376-20200	215.63
10/07	10/10/2007	135553	210006	UTILITY SYSTEMS OF AMERICA INC	301-20200	184,854.22
10/07	10/10/2007	135554	220025	VERIZON WIRELESS	101-20200	21.86
10/07	10/10/2007	135555	220014	VIKING INDUSTRIAL NORTH	101-20200	218.40
10/07	10/10/2007	135556	230034	WEST, DEVIN	101-20200	190.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
10/07	10/10/2007	135557	240001	XEROX CORPORATION	101-20200	571.27
10/07	10/10/2007	135558	260003	ZEE SERVICE COMPANY	101-20200	119.05
10/07	10/10/2007	135559	260005	ZEP MANUFACTURING COMPANY	101-20200	360.96
Totals:						<u>365,687.38</u>
Payroll-PP Ending 9/21/07						89,655.24
Electronic Trans-Sales Tax						<u>10,735.27</u>
TOTAL EXPENDITURES						<u>\$466,077.89</u>

IRRRB FINAL ACCOUNTING REPORT

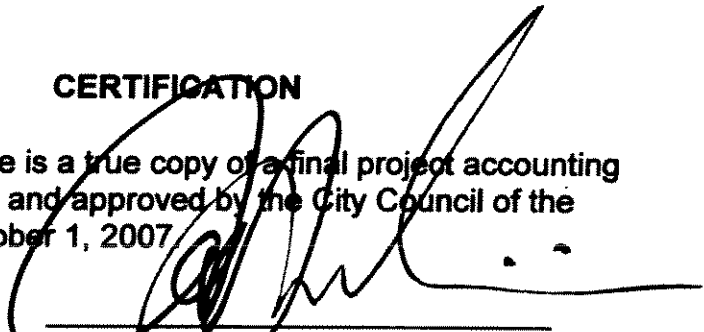
**PROJECT: UNITY DRIVE TO ASSIST THE DIAMOND WILLOW PROJECT
 INSTALLATION OF STORM SEWER, SIDEWALKS,
 AND BITUMINOUS SURFACING ALONG UNITY DRIVE**

**DOCUMENT RQ #B43-1924
 DOCUMENT PO #B43-2361**

USES PROJECT COSTS	CITY CONTRIBUTION	IRRRB GRANTS	FIVE STAR LIVING	TOTAL PROJECT COSTS
Diamond Willow	\$ -	\$ -	\$ 1,430,000.00	\$ 1,430,000.00
ENGINEERING FEES	\$ -	\$ 7,243.32		\$ 7,243.32
CONSTRUCTION COSTS	\$ 74,554.06	\$ 242,756.68	\$ -	\$ 317,310.74
TOTAL PROJECT COSTS	\$ 74,554.06	\$ 250,000.00	\$ 1,430,000.00	\$ 1,754,554.06

CERTIFICATION

I hereby certify that the above is a true copy of a final project accounting report duly passed, adopted, and approved by the City Council of the City of Mountain Iron on October 1, 2007.

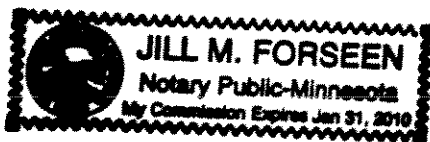


 Craig J. Wainio
 City Administrator

Subscribed to and sworn before me this 1st day of October, 2007.



 Notary



COUNCIL LETTER 101507-IVB1

ADMINISTRATION

IRR APPLICATIONS

DATE: October 10, 2007
FROM: Craig J. Wainio
City Administrator

Enclosed in your packet are three proposed applications for the Iron Range Resources Public Work Program. In discussions with representatives of IRR, staff believes that the City should submit only two applications and that the City Council should identify number one and two.



Public Works Infrastructure Grants Project Application Cover Sheet



Date Submitted: October 15, 2007

Project Description: Storm Sewer Installation

Applicant's Legal Name: City of Mountain Iron

Address: 8586 Enterprise Drive South
Mountain Iron, MN 55768

Contact Person: Craig J. Wainio
Title: City Administrator
Phone #'s: Work: 218-748-7570
Fax: 218-742-9931
Email Address: cwainio@ci.mountain-iron.mn.us

Geographic Area Served by Applicant: City of Mountain Iron
Population Served by Applicant: 2999
Applicant's Legal Representative: Sam Aluni, Trenti Law Firm
Applicant's Governing Body: Mountain Iron City Council

SIGNATURES

I declare that any statement in this application, or information provided herein is true and complete to the best of my knowledge and hereby acknowledge that I have read and understand the following statement:

"The State of Minnesota and its agents have the right to verify information provided in this application. False information, in addition to disqualifying the applicant from future consideration for financial assistance, may also subject the applicant to the penalty provision of M.S. §609.645."

Applicant: City of Mountain Iron

By: _____ Title: Mayor Date: October 15, 2007

Attest: _____ Title: City Administrator Date: October 15, 2007

Narrative

The Storm Sewer Installation project would involve the installation of storm sewers within the West Virginia/Westgate neighborhoods of the City. This project would elevate ongoing issues with the open ditches within that area and enhance the tax base by make the area a more attractive place to live thus increasing home values.

Project Budget and Timetable

USES	SOURCES (Be Specific)			
	Applicant	IRR	Other	Total
Detailed Project Costs				
Storm Sewer Installation	\$250,000	\$250,000		\$500,000
Estimated Project Costs	\$250,000	\$250,000		\$500,000

Timetable

ACTIONS	DATE
Commencement of engineering:	January 2008
Bid Opening:	April 2008
Commencement of Construction:	May 2008
Completion of Project:	October 2008

Need

The proposed project represents a significant undertaking by the City of Mountain Iron. A project of this magnitude would be outside the ability of the City without financial assistance. The City's commitment of \$250,000 to this project indicates the City's strong support and the City's belief in the long-term benefits that will result from the successful completion of the improvements contemplated. The proposed project and potential resulting development of this area resulting from the successful completion of the proposed project is consistent with the City of Mountain Iron's Comprehensive Plan.



Public Works Infrastructure Grants Project Application Cover Sheet



Date Submitted: October 15, 2007

Project Description: Old Highway 169

Applicant's Legal Name: City of Mountain Iron

Address: 8586 Enterprise Drive South
Mountain Iron, MN 55768

Contact Person: Craig J. Wainio
Title: City Administrator
Phone #'s: Work: 218-748-7570
Fax: 218-742-9931
Email Address: cwainio@ci.mountain-iron.mn.us

Geographic Area Served by Applicant: City of Mountain Iron
Population Served by Applicant: 2999
Applicant's Legal Representative: Sam Aluni, Trenti Law Firm
Applicant's Governing Body: Mountain Iron City Council

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Applicant: City of Mountain Iron

By: _____ Title: Mayor Date: October 15, 2007

Attest: _____ Title: City Administrator Date: October 15, 2007

Narrative

The project consists of the overlay of approximately 3 miles of Old Highway 169 along with the reconstruction of significantly deteriorated areas and the rehabilitation of the shoulders. Old Highway 169 runs parallel to Highway 169 and provides an alternative route to Highway 169. With the location of Minntac, the largest taconite mine in the world, in Mountain Iron this section of road provides a route for employees west of the community to access the facility.

Project Budget and Timetable

USES	SOURCES (Be Specific)			
	Applicant	IRR	Other	Total
Detailed Project Costs				
Storm Sewer Installation	\$150,000	\$200,000		\$350,000
Estimated Project Costs	\$150,000	\$200,000		\$350,000

Timetable

ACTIONS	DATE
Commencement of engineering:	January 2008
Bid Opening:	April 2008
Commencement of Construction:	May 2008
Completion of Project:	October 2008

Need

The proposed project represents a significant undertaking by the City of Mountain Iron. A project of this magnitude would be outside the ability of the City without financial assistance. The City's commitment of \$150,000 to this project indicates the City's strong support and the City's belief in the long-term benefits that will result from the successful completion of the improvements contemplated. The proposed project and potential resulting development of this area resulting from the successful completion of the proposed project is consistent with the City of Mountain Iron's Comprehensive Plan.



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

June 20, 2007

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

Re: REVISED – Bituminous overlay – Old Highway 169
From Mt. Iron to Spirit Lake Road

Dear Mr. Wainio

As requested I have prepared an estimate of probable costs to overlay Old Highway 169 from Mountain Iron to Spirit Lake Road. This interval of road is 2.8 miles long or 14,800 feet. The existing shoulder is lower than the existing pavement due to erosion and settlement. This estimate has allowed for the existing shoulder condition.

¾" Leveling Course	2000 Tons @ \$56/Ton	\$112,000.00
1 ¼" Wear Course	3300 Tons @ \$58/Ton	191,400.00
Shoulder Class – 5	1400 Cu Yd. @ \$16/Cu. Yd.	<u>22,400.00</u>
	TOTAL	\$325,800.00
	10% Contingency	<u>32,600.00</u>
	TOTAL	\$358,400.00

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

Sincerely,
Benchmark Engineering, Inc.

Rodney Flannigan, P.L.S.

RF: als



Public Works Infrastructure Grants Project Application Cover Sheet



Date Submitted: October 15, 2007

Project Description: Unity Drive Extension

Applicant's Legal Name: City of Mountain Iron

Address: 8586 Enterprise Drive South
Mountain Iron, MN 55768

Contact Person: Craig J. Wainio
Title: City Administrator
Phone #'s: Work: 218-748-7570
Fax: 218-742-9931
Email Address: cwainio@ci.mountain-iron.mn.us

Geographic Area Served by Applicant: City of Mountain Iron
Population Served by Applicant: 2999
Applicant's Legal Representative: Sam Aluni, Trenti Law Firm
Applicant's Governing Body: Mountain Iron City Council

SIGNATURES

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Applicant: City of Mountain Iron

By: _____ Title: Mayor Date: October 15, 2007

Attest: _____ Title: City Administrator Date: October 15, 2007

Narrative

The Unity Drive Extension project would involve the construction of a road to complete the link between the Unity Addition/Merritt Elementary School neighborhood to the South Grove neighborhood. This project would entail the construction of approximately a quarter mile of new roadway along with upgrading a quarter mile section from gravel surface to asphalt.

Project Budget and Timetable

USES	SOURCES (Be Specific)			
	Applicant	IRR	Other	Total
Detailed Project Costs				
Roadway Construction	\$100,000	\$250,000		\$350,000
Estimated Project Costs	\$100,000	\$250,000		\$350,000

Timetable

ACTIONS	DATE
Commencement of engineering:	January 2008
Bid Opening:	April 2008
Commencement of Construction:	May 2008
Completion of Project:	October 2008

Need

The proposed project represents a significant undertaking by the City of Mountain Iron. A project of this magnitude would be outside the ability of the City without financial assistance. The City's commitment of \$100,000 to this project indicates the City's strong support and the City's belief in the long-term benefits that will result from the successful completion of the improvements contemplated. The proposed project and potential resulting development of this area resulting from the successful completion of the proposed project is consistent with the City of Mountain Iron's Comprehensive Plan.

**COUNCIL LETTER 101507-
IVC1**

PUBLIC UTILITIES

**UNITY TWO UNDERGROUND
ELECTRIC PROJECT**

DATE: October 10, 2007

FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

Staff has compiled quotes for the electrical supplies needed for the Unity Two Project.

The quotes were not available by the time the Council packets were printed, but a quote tabulation will be passed out at the meeting.



Saint Louis County

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

Ross Litman
Sheriff

TO: Mountain Iron Mayor and City Council
FROM: Sgt. John Backman/5196
RE: September 2007 Statistics
DATE: October 03, 2007

The St. Louis County Sheriff's Office in Mountain Iron responded to the below listed calls for service during the month of September 2007. In addition, they also performed 108 traffic stops resulting in 82 warnings, 17 citations, and 7 custodial arrests for crimes.

- 7 Fire and Medical Assists
- 1 Drug related call
- 8 Public Assists (car unlocks, lifting assists, roadside assistance, ect...)
- 17 Disturbances/arguments/threats/unwanted persons/trespass/911 disconnects
- 14 Thefts
- 22 Suspicious persons/vehicles/circumstances
- 15 Attempts to serve Arrest Warrants
- 8 Welfare Checks/Suicide Threats
- 10 Motor Vehicle Crashes
- 6 Alarms
- 2 Assaults
- 5 Damage to Property
- 1 Burglary
- 2 Animal
- 1 Runaway Complaints
- 22 Miscellainious Calls (civil disputes, child custody, attempt to locate, ect...)
- 33 Assists to other agency/office 12 SLCo Sheriff's 10 Virginia PD 1 Probation
(10 in Mt. Iron limits) 4 Other Police Dept's 6 State Patrol

Reply to: 19

- Administrative Offices**
100 N 5th Ave. W, Rm 103
P.O. Box 16187 Duluth, MN 55816
Phone: (218) 726-2341
Fax: (218) 726-2171
- County Jail**
4334 Haines Road
Duluth, MN 55811
Phone: (218) 726-2345
Fax: (218) 725-6134
- Emergency Management**
5735 Old Miller Trunk Hwy
Duluth, MN 55811
Phone: (218)
Fax: (218)
- Sheriff's Office**
300 South 5th Avenue
Virginia, MN 55792
Phone: (218) 749-7134
Fax: (218) 749-7192
- Sheriff's Office**
1810 12th Ave. E
Hibbing, MN 55746
Phone: (218) 262-0132
Fax: (218) 262-6334

COUNCIL LETTER 101507-IVG2

SAFETY AND HEALTH BOARD

FIRST RESPONDERS

DATE: October 10, 2007

FROM: Public Safety and Health Board

Craig J. Wainio
City Administrator

Much like the Fire Department, the First Responders are a department of the City of Mountain Iron therefore; their organization should be similar to every other department of the City. Based upon the fact the First Responders are a department of the City, it is recommended by the Public Safety and Health Board to the City Council that the First Responders Articles of Organization should be rescinded. Further, the organizational structure and procedures should be set up through policy adopted by the City Council as is all other departments of the City. This is a very similar recommendation as was previously recommended by the Board to the Council concerning the Fire Department organization.

MT. IRON FIRST RESPONDERS ARTICLES OF ORGANIZATION

PREAMBLE: This organization was originally founded by Roger Scott and Rory King, members of the Mt. Iron Fire Department, to assist and fire department member or any citizen of our city who may have need of medical attention during a fire or fire-related situation. June Ross, a non-fire department person took the same classes as Roger and Rory and has been trained to the same level, EMT-A

During their training they were informed by Bruce Sherman, Director of EMS Services, Hibbing Vocational College, that in order for us to maintain licensure as EMT-A's, we had to be affiliated with an ambulance service. Roger, Rory and June asked the Virginia Ambulance Service (who serves Mt. Iron), if they would like First Responders in Mt. Iron and if they would affiliate with us. They were happy to do so. Roger, Rory and June asked the city of Mt. Iron if they would like us to be First Responders within the city limits of Mt. Iron and to be paged out by the Sheriff's emergency paging system for medical/traumatic emergencies. The city council unanimously agreed. Some medical equipment totaling \$400 per EMT was purchased by the city council at that time. They also agreed to cover the Mt. Iron First Responders under the same liability insurance policy as the Mt. Iron Fire Department. When we are paged to a medical/traumatic emergency we would then be covered by the city insurance for accident or health related injuries from the time of page to the end of the call.

Since this service (Mt. Iron First Responders) has operated for one (1) calendar year (1-1-89 through 12-31-89) Roger, Rory and June, with the cooperation of the city of Mt. Iron, would like to form a legal organization. Listed below are the considerations of that organization:

1. This organization will be called the Mt. Iron First Responders
2. This organization was formed for emergency response for medical/traumatic emergencies within the city limits of Mt. Iron.
3. Any other use of this organization will have to be discussed with the members of the First Responders and the Mt. Iron city council. This section is to make certain that the members of the First Responders are compensated fairly and are covered by liability insurance for these other uses.
4. This organization has no written or implied affiliation with the Mt. Iron Fire Department.
5. The Mt. Iron First Responders will be compensated as deemed by the city council on a per call basis.
6. Roger Scott, Rory King and June Ross are to be considered charter members of this organization.

7. Any First Responder while on a call, will conduct themselves in a professional manner and shall carry out their duties as a professional. He or she shall treat his or her patient according to our local protocols and guidelines.

8. All members of the organization must be trained to First Responder level or above. If the training is provided by the city of Mt. Iron, the member must be a viable and active emergency responder for a period of two (2) years or they will reimburse the city for the costs of the training.

9. All members must have a current card of certification indicating their level of training.

10. All members must have a current Health Care Provider CPR Card.

11. This organization shall be limited to ten (10) members, with the members' residences preferably being strategically located around the city of Mt. Iron. All memberships shall be subject to prior approval by the city of Mt. Iron.

12. This organization shall have a Director, Assistant Director and a Secretary/Treasurer, elected every two years.

13. This organization does expect the city of Mt. Iron to cover these members under their liability insurance from the time a medical emergency presents itself to the time the emergency ends.

14. This organization shall expect financial assistance from the city of Mt. Iron for medical supplies used on medical/traumatic emergency calls.

15. Upon the vote of two-thirds of the organization a member may be expelled from the organization. If a member is to be expelled, he or she must attend a meeting of at least two-thirds of the membership. Charges must be discussed and voted on at that meeting. Voting will be done by secret ballot. The member shall not have the right to vote.

16. Business meetings will be held at least quarterly with monthly training meetings.

17. At least annually, the organization shall provide a status report and financial account to the city of Mt. Iron and shall provide such additional information as shall be requested by the city of Mt. Iron from time to time.

Mt. Iron First Responders Articles of Organization
Page 3

Dated this 4th day of April, 2007

City of Mt. Iron

Mt. Iron First Responders

By:

By:

Gary Skalko, Mayor

Alan Mattila, Director

By:

By:

Craig Wainio
City Administrator

Greg Chad
Assistant Director



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

October 5, 2007

Mayor and Council Members
City of Mountain Iron
8586 Enterprise Drive South
Mountain Iron MN 55768

RE: Salary

Dear Mayor Skalko and Council Members:

I am requesting an increase in salary for the Zoning Administrator/Building Official position from \$275/month to \$400/month. There has not been an increase in this salary (I'm estimating) for 15+ years. The increase would also be compensation for the time required to earn the credits necessary to obtain and maintain a Building Official Certification.

Plan reviews and building inspections would continue to be compensated thru the plan check fees.

If the Blight Officer duties have not been permanently re-assigned, I would be willing to discuss/negotiate those if you consider that a possibility.

Sincerely,

Jerry D. Kujala
Zoning Administrator

JDK/jmf

cc: City Administrator

Mt.Iron City Council
City of Mt.Iron
Unity Drive
Mt. Iron, MN 55768

Dear City Council members and Public Works Director:

This is a request for assistance for installing a new scoreboard on our high school baseball field.

As you may know, we are in the process of raising money for a new electronic scoreboard. We hope to have enough money to purchase the board in the near future, however, we would like to install the support posts before freeze up.

If possible, we would like the City's assistance with manpower and equipment for the installation of the scoreboard and support posts.

Thanks you for your consideration.

Sincerely,

Tom Nikolanci
MIB Scoreboard Committee

COUNCIL LETTER 101507-0000

COUNCILOR ED ROSKOSKI

CITY VEHICLE DOOR LOGO'S

DATE: October 10, 2007

FROM: Councilor Ed Roskoski

Craig J. Wainio
City Administrator

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

We have three (3) City vehicles: brown Ford car, white Ford SUV, Gold Chevrolet SUV, there may be others too, without the City logo on both front doors as per City policy. They have been this way for some time. This should be taken care of.



Office of the Commissioner

Keith Nelson

October 5, 2007

Contact: Mark A. Monacelli
St. Louis County Recorder
(218) 726-2675

FOR IMMEDIATE RELEASE

NEWS RELEASE

St. Louis County to Open New Vital Records Office

St. Louis County Commissioner Keith Nelson and County Recorder Mark A. Monacelli will mark the opening of the new Virginia Vital Records Office on Friday, October 12, 2007 at 1:30 PM at the St. Louis County Courthouse in Virginia, Minnesota. A ribbon cutting will be held and treats will be served for this event, which is free and open to the public.

The grand opening of the new Virginia Vital Records office completes several years of planning that involved transferring the vital records function from the District Court to the County Recorder's office. In June of 2006 a Vital Records satellite office was opened in the St. Louis County Courthouse located in Hibbing.

"The opening of the Virginia office will provide citizens in Virginia and surrounding areas better access to birth, death records and marriage licenses," said Sixth District St. Louis County Commissioner Keith Nelson. "These important services will be conveniently available to them in their own community."

The office is located the St. Louis County Courthouse, 300 South 5th Avenue, Virginia, Minnesota, Room 105. The office will be open from 8:00 AM to 1:00 PM and from 2:00 PM to 4:30 PM, Monday through Friday. Additional vital record information can be found at the St. Louis County website at www.co.st-louis.mn.us

For more information, please contact St. Louis County Recorder, Mark A. Monacelli at 218-726-2675.