

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, NOVEMBER 17, 2003 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the November 3, 2003, Regular Meeting (#1-13)
 - B. Minutes of the September 29, 2003, Joint Meeting with Housing and Redevelopment Authority (#14-15)
 - C. Bills and Payroll
 - D. Receipts
 - E. Communications (#89-98)
- III. Public Forum
 - A. Public Hearing – Right-of-Way Vacation (#16-22)
 - B. Darrin Alto
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Range Cable Contact
 - 2. Budget Meeting (#23)
 - 3. State Library ADA Grant (#24-26)
 - 4. QCEDA (#27-29)
 - 5. Banners/Brackets for Downtown Area
 - 6. School/City Land Exchange (#30-43)
 - B. City Administrator's Report
 - 1. Liquor Licenses (#44)
 - C. Director Parks and Recreation's Report
 - D. City Attorney's Report
 - 1. Bon-Air Clean-up Cost Recovery
 - E. City Engineer's Report
 - 1. 2003 Projects Summary (#45-47)
- V. Unfinished Business
 - A. St. Louis County Assessor 2004 Agreement
 - B. Join MAOSC for 2003-2004 (#52-54)
 - C. Request for Proposals – Professional Services (#55)
 - D. Library Renovations – RFP's 1, 2, 3, 4, 5 & 6 (#56-77)
 - E. Library Renovations – Pay Request Number 1 (#78-84)
 - F. Mountain Avenue Angle Parking (#85)
 - G. Payment/Suggestion Box Labels (#86)
 - H. Brush Pile by City Garage (#87)
- VI. New Business
 - A. Resolution Number 38-03 Charitable Gambling (#88)
 - B. Communications (#89-98)
- VII. Open Discussion
- VIII. Announcements
- IX. Adjourn

Denotes page number in packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
NOVEMBER 3, 2003

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Allen Nelson, Ed Roskoski, and Mayor Gary Skalko. Absent member: Dale Irish. Also present were: Craig J. Wainio, City Administrator; Jill M. Forseen, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; Larry Nanti, Director of Parks and Recreation; and Rod Flannigan, City Engineer.

It was moved by Nelson and supported by Prebeg that the consent agenda be approved as follows:

1. Add the following the following items to the agenda:
 - IV. A. 3. Temporary Liquor License for VRMC Foundation
 4. Mountain Iron-Buhl Football
2. Approve the minutes of the October 20, 2003, 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 October 16-31, 2003, totaling \$198,555.84, (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period October 16-31, 2003, totaling \$231,618.06, (a list is attached and made a part of these minutes).

The motion carried on a roll call vote.

At 6:33 p.m., it was moved by Nelson and supported by Prebeg to recess the regular meeting and open the public hearing on street assessments. The motion carried.

The Director of Public Works outlined the street improvement projects for the audience and City Council.

Steve Morrisette, 8366 Gardenia Street, was present and said that there was a low spot by his driveway that collects water. The Director of Public Works said that he would review the situation further.

At 6:42 p.m., it was moved by Nelson and supported by Prebeg to close the public hearing and reconvene the regular meeting. The motion carried.

Minutes – City Council
November 3, 2003
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During the public forum, Wilbert Johnson, 5621 Nichols Avenue, inquired about the revisions to the blight ordinance. Mr. Johnson also inquired about the meter reading procedures. The Director of Public Works outlined the procedure that is followed for reading utility meters.

During the Mayor's report, the Mayor commended the City Administrator for his work on the grant for the Mountain Iron Public Library. He also said that the Administrator had faxed in the mailing address corrections to the phone company.

The Mayor requested that the Minnesota Association of Small Cities membership be placed on the next meeting agenda.

It was moved by Prebeg and supported by Nelson to approve the temporary on-sale liquor license for the Virginia Foundation for November 19 & 22, 2003, for the Festival of Trees event. The motion carried.

It was moved by Roskoski and supported by Prebeg to authorize advertising for the Mountain Iron-Buhl Football Team for radio time on October 31, 2003, at a cost of \$40.00, on November 7, 2003 at a cost of \$40.00, and a congratulation advertisement in the Mesabi Daily News at a cost of \$15.00. The motion carried unanimously on a roll vote.

It was moved by Prebeg and supported by Skalko motion to allow the Director of Public Works to coordinate with Mountain Iron-Buhl School Staff to work out an agreement or use of any equipment necessary to remove snow from the school football field before the November 7, 2003, football game. The motion carried.

The Council reviewed the updated fee list. The City Administrator advised the Council that they could consider the fee list at budget time.

Councilor Roskoski questioned the Director of Public Works regarding the fees for electrical connection and culvert installation. The Director of Public Works explained the process. Councilor Roskoski asked that these two items be incorporated into the fee list.

Mayor Skalko asked what the status of the Bon Air clean up costs were. The Administrator said that the City Attorney is working on this. He said that the costs would be certified onto the special assessment list in November if the bill is not paid.

The Mayor questioned the City Administrator regarding the adjustment by age for renters at the Mountain Manor facility was. The City Administrator said that the market study that was requested had been submitted.

Councilor Roskoski asked the Director of Public Works if the City was looking into purchasing automatic meter readers. The Director of Public Works said that this is in the

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preliminary discussion stage because the utility account does not have any funds to expend at this time.

Councilor Roskoski asked the Director of Public Works about water lines by the Northwoods Mall by Highway 53. The Director of Public Works stated that the City Employees have been working on installing a valve on the water line by there. He also stated that the City of Virginia had also installed a shut-off valve on their side.

It was moved by Roskoski and supported by Prebeg to accept the recommendation of the ~~Director of Parks and Recreation~~ ^{Board} to have a skating rink in Downtown Mountain Iron, preferably in the Mountain Iron-Buhl School yard or adjacent to Cvar's house, and to authorize any other expenditures associated with the skating rink in Downtown Mountain Iron. The motion carried on the following roll call vote: Roskoski, yes; Prebeg, yes; Nelson, no; and Skalko, yes.

The Council discussed the vandalism done at the South Grove Recreation Area. The Recreation Director said that it was being investigated.

Councilor Roskoski requested that the Administrator place "Mountain Avenue Angle Parking" and the "Payment/Suggestion Box Labels" on the next meeting agenda.

It was moved by Skalko and supported by Prebeg to, if Terry Malmstrom's lot in Unity Addition does not sell my March 2004, have the City purchase the lot back from Mr. Malmstrom for the price that Mr. Malmstrom paid for it. And further, if he does not want to sell the lot back to the City in March of 2004 that Mr. Malmstrom be allowed to request a one year extension to construct a single family dwelling on the lot. The motion carried.

Councilor Roskoski asked the City Administrator about the \$45,000 CDBG grant for inflow. The City Administrator said that this funding would be designated to assist low and moderate income families in the city to comply with the sump pump ordinance.

It was moved by Nelson and supported by Prebeg to adopt Resolution Number 36-03, Adopting Assessments, (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Roskoski and supported by Prebeg to adopt Resolution Number 37-03, authorizing grant application, (a copy is attached and made a part of these minutes). The motion carried with Councilor Nelson voting no.

It was moved by Prebeg and supported by Nelson to adopt Ordinance Number 03-03, Administrative Penalties, (a copy is attached and made a part of these minutes). The motion carried.

Minutes – City Council
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It was the consensus of the Council to table the 2004 audit agreement. The Mayor would like to have a request for proposals for City Auditor, City Engineer, and City Attorney on the next regular meeting agenda.

It was the consensus of the Council to have the brush drop off pile by the City Garage be put on the next City Council meeting agenda for further discussion.

It was the consensus of the Council to have the Director of Public Works to check with the Mountain Iron-Buhl School District to see if they are considering having a public bon fire and if they are not, have the City Crew burn the brush pile at the old dump site off of Mineral Avenue.

It was the consensus of the Council to have City Staff review the Anderson Conditional Use Permit with regard to the number of vehicles on their property and employees working there to see if there is a violation.

During the open discussion, the Mayor stated that Larry Sokoloski, Mountain Iron-Buhl School Board, would be at the next regular city council meeting to discuss the land exchange.

It was the consensus of the Council to have the requests for proposals for the Mountain Iron Library project to be on the next meeting agenda.

At 7:54 p.m., it was moved by Nelson and supported by Roskoski that the meeting be adjourned. The motion carried.

Respectfully submitted:



Jill M. Forseen, CMC/MMCA
Municipal Services Secretary

COMMUNICATIONS

1. Michael Skenzich, Mayor of Gilbert, forwarding a memo regarding the Quad Cities Joint Economic Development Authority.
2. Erik Wedge, DSGW Virginia, forwarding RFP's 1-6 for the Mountain Iron Library renovation.

CITY OF MOUNTAIN IRON

Receipt Register By Date

Receipt Date(s): 10/16/2003 - 10/31/2003

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Nov 03, 2003 12:49pm

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	109,925.23
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,850.00
FINES	CRIMINAL	375.49
PERMITS	BUILDING	1,036.28
BUILDING RENTALS	COMMUNITY CENTER	275.00
MISCELLANEOUS	ASSESSMENT SEARCHES	30.00
MISCELLANEOUS	SEPTIC APPLICATIONS	275.00
MISCELLANEOUS	ELECTRICAL INSPEC FORMS	1.00
BUILDING RENTALS	NICHOLS HALL	215.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	575.01
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	29,993.34
MISCELLANEOUS	BAD DEBT PYMT-GARBAGE	24.00
METER DEPOSITS	ELECTRIC	300.00
CAMPGROUND RECEIPTS	COCA COLA	176.00
MISCELLANEOUS	HALLOWEEN CARNIVAL PROCEEDS	1,328.09
MISCELLANEOUS	SPEC. EVENT-FUNDS NOT USED-CR	254.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	25.00
CD INTEREST	CD INTEREST 101	775.00
CD INTEREST	CD INTEREST 301	925.00
CD INTEREST	CD INTEREST 376	50.00
CD INTEREST	CD INTEREST 378	200.00
CD INTEREST	CD INTEREST 602	350.00
CD INTEREST	CD INTEREST 603	200.00
MISCELLANEOUS	REIMBURSEMENTS	185.00
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	49,014.50
SPECIAL ASSESSMENTS	SPECIAL ASSESSMENTS-PRIOR YR	141.36
SPECIAL ASSESSMENTS	SPECIAL ASSESS.INT.-PRIOR YRS	56.54
Summary Totals:		<u>198,555.84</u>

Check Issue Date(s): 10/23/2003 - 11/05/2003

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
10/03	10/30/2003	29068	130039	MINNESOTA DEPT OF COMMERCE	002-20200	222.45
11/03	11/04/2003	29069	10013	A T & T INFORMATION SYSTEMS	002-20200	20.92
11/03	11/04/2003	29070	10008	AIRGAS NORTH CENTRAL	002-20200	311.03
11/03	11/04/2003	29071	10021	ARROWHEAD LIBRARY SYSTEM	002-20200	250.00
11/03	11/04/2003	29072	1120	BAUMAN-CRON FUNERAL HOME	002-20200	100.00
11/03	11/04/2003	29073	20010	BISS REPAIR	002-20200	53.25
11/03	11/04/2003	29074	1119	CAROLYN ERICKSON	002-20200	50.00
11/03	11/04/2003	29075	30017	CARQUEST (MOUNTAIN IRON)	002-20200	628.49
11/03	11/04/2003	29076	30001	CHRISTENSEN PARTS SERVICE INC	002-20200	105.09
11/03	11/04/2003	29077	30026	COMO LUBE & SUPPLIES INC	002-20200	83.07
11/03	11/04/2003	29078	30003	CUB SCOUT PACK 126	002-20200	300.60
11/03	11/04/2003	29079	30025	CULBERT REALTY & APPRAISAL	002-20200	250.00
11/03	11/04/2003	29080	40034	DAMBERG SCOTT GERZINA WAGNER	002-20200	1,159.46
11/03	11/04/2003	29081	1122	DARRELL MOGEN	002-20200	50.00
11/03	11/04/2003	29082	40008	DELUXE BUSINESS FORMS	002-20200	162.89
11/03	11/04/2003	29083	40032	DEPARTMENT OF ADMINISTRATION	002-20200	287.62
11/03	11/04/2003	29084	40015	DULUTH NEWS TRIBUNE	002-20200	175.24
11/03	11/04/2003	29085	40027	DULUTH/SUPERIOR COMMUNICATION:	002-20200	55.26
11/03	11/04/2003	29086	5007	FORTIS BENEFITS	002-20200	521.87
11/03	11/04/2003	29087	70004	GRANDE ACE HARDWARE	002-20200	31.93
11/03	11/04/2003	29088	80003	H R DIRECT	002-20200	98.91
11/03	11/04/2003	29089	230009	H W WILSON COMPANY	002-20200	503.00
11/03	11/04/2003	29090	80004	HEISEL BROS PLUMBING	002-20200	96.07
11/03	11/04/2003	29091	80002	HILLYARD	002-20200	50.06
11/03	11/04/2003	29092	80010	HOMETOWN ELECTRIC	002-20200	2,341.31
11/03	11/04/2003	29093	90002	INGRAM BOOK COMPANY	002-20200	122.89
11/03	11/04/2003	29094	120011	LABOR AND INDUSTRY	002-20200	30.00
11/03	11/04/2003	29095	120032	LAKE COUNTRY POWER	002-20200	134.31
11/03	11/04/2003	29096	120002	LAWSON PRODUCTS INC	002-20200	421.21
11/03	11/04/2003	29097	120004	LITERARY GUILD	002-20200	180.30
11/03	11/04/2003	29098	130020	MARQUETTE SCHOOL	002-20200	140.00
11/03	11/04/2003	29099	1121	MARY JO JAUERT	002-20200	100.00
11/03	11/04/2003	29100	130046	MAXIMUS	002-20200	250.00
11/03	11/04/2003	29101	130062	MERRITT ELEMENTARY PTA	002-20200	15.00
11/03	11/04/2003	29102	130063	MIB HOOP CLUB	002-20200	101.00
11/03	11/04/2003	29103	1118	MICHELLE DEGRIO	002-20200	50.00
11/03	11/04/2003	29104	130096	MICROMARKETING ASSOCIATES	002-20200	98.88
11/03	11/04/2003	29105	130009	MINNESOTA POWER	002-20200	34,456.45
11/03	11/04/2003	29106	120007	MOTION INDUSTRIES INC	002-20200	8.47
11/03	11/04/2003	29107	130061	MOUNTAIN IRON GLOVE CLUB	002-20200	60.00
11/03	11/04/2003	29108	130003	MOUNTAIN IRON-BUHL COM SERVICE	002-20200	115.00
11/03	11/04/2003	29109	130012	MOUNTAIN IRON-BUHL D.A.R.E.	002-20200	76.20
11/03	11/04/2003	29110	140002	NATIONAL HONOR SOCIETY	002-20200	50.00
11/03	11/04/2003	29111	150004	OCCUPATIONAL DEVELOPMENT CTR	002-20200	17.20
11/03	11/04/2003	29112	150002	OXMOOR HOUSE	002-20200	57.82
11/03	11/04/2003	29113	160003	PERPICH TV & MUSIC INC	002-20200	87.31
11/03	11/04/2003	29114	160019	POPULAR SUBSCRIPTION SERVICE	002-20200	1,716.92
11/03	11/04/2003	29115	160021	POSTUDENSEKS	002-20200	268.00
11/03	11/04/2003	29116	170005	QUALITY FLOW SYSTEMS INC	002-20200	12,814.49
11/03	11/04/2003	29117	180017	RELIABLE OFFICE SUPPLIES	002-20200	45.37
11/03	11/04/2003	29118	180045	RESERVE ACCOUNT	002-20200	500.00
11/03	11/04/2003	29119	190005	SACRED HEART CHURCH	002-20200	42.00
11/03	11/04/2003	29120	190045	SERVICE SOLUTIONS	002-20200	211.94
11/03	11/04/2003	29121	190043	SPIRIT LAKE 4-H CLUB	002-20200	46.00
11/03	11/04/2003	29122	190024	ST LOUIS CO SHERIFF LITMAN	002-20200	32,083.00
11/03	11/04/2003	29123	200003	TACONITE TIRE SERVICE	002-20200	540.03
11/03	11/04/2003	29124	200027	TRUE VALUE HOME CENTER	002-20200	15.59

CITY OF MOUNTAIN IRON

Check Register - Summary Report

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Nov 05, 2003 03:33pm

Check Issue Date(s): 10/23/2003 - 11/05/2003

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
11/03	11/04/2003	29125	210028	U S BANK CORP TRUST SERVICES	002-20200	44,720.00
11/03	11/04/2003	29126	210002	UNITED TRUCK BODY COMPANY INC	002-20200	248.50
11/03	11/04/2003	29127	220025	VERIZON WIRELESS, BELLEVUE	002-20200	53.97
11/03	11/04/2003	29128	220014	VIKING INDUSTRIAL NORTH	002-20200	412.17
11/03	11/04/2003	29129	230022	WELLS FARGO REMITTANCE CENTER	002-20200	3,439.49
11/03	11/04/2003	29130	230013	WOLF 4-H	002-20200	53.20
11/03	11/04/2003	29131	250001	YOUNG ADULT RESOURCES	002-20200	143.13
11/03	11/04/2003	29132	260001	ZIEGLER INC	002-20200	1,886.91

Totals:

143,721.27

Payroll-PP Ending 10/24/03

55,009.18

Electronic Transfer-BC/BS

32,887.61

TOTAL EXPENDITURES

\$231,618.06



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 36-03

ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for the improvement of those streets identified in Exhibit A by overlayment or reconstruction.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2004, and shall bear interest at the rate of eight percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2003. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this Resolution; and he may, at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

DULY ADOPTED BY THE CITY COUNCIL THIS 3rd DAY OF NOVEMBER, 2003.

ATTEST:

City Administrator

Mayor Gary Skalko

EXHIBIT A

Jasmine Street from County Road 7 to Aster Avenue
Gardenia Street from County Road 7 to Bluebell Avenue
Aster Avenue from Unity Drive to Jasmine Street
Daisy Avenue from Marigold Street to Gardenia Street
Bluebell Avenue from Jasmine Street to Gardenia Street
Carnation Avenue from Jasmine Street to Gardenia Street
Marigold Street from County Road 7 to Bluebell Avenue
Daffodil Avenue from Marigold Street to Gardenia Street
Unity Drive from Enterprise Drive South to Mud Lake Road
Unity Drive from County Road 7 to Enterprise Drive South



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RESOLUTION NUMBER 37-03

AUTHORIZING APPLICATION

WHEREAS, the Mountain Iron Public Library building and public library services should be accessible to all residents; and,

WHEREAS, the City of Mountain Iron has title to the site and building where the Mountain Iron Public Library is located; and,

WHEREAS, the City of Mountain Iron has determined that various modifications are necessary within the Mountain Iron Public Library building to meet current Americans with Disabilities Act and Minnesota State Building Code Accessibility Standards; and,

WHEREAS, the City of Mountain Iron has determined that such modifications will cost approximately \$169,776; and,

WHEREAS, the City of Mountain Iron has determined that it will need a matching grant from the Department of Education to pay for such modifications; and,

WHEREAS, the City of Mountain Iron shall provide matching funds for expenditures relating to the public library accessibility project in an amount equal to the amount of the grant from non-state sources and that such match shall be dollar-for-dollar and not matched by in-kind contributions; and,

WHEREAS, the source of the matching funds will be the General Fund; and,

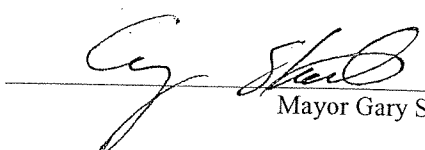
WHEREAS, the City of Mountain Iron understands and agrees to adhere to the list of assurances as stated in the grant application.

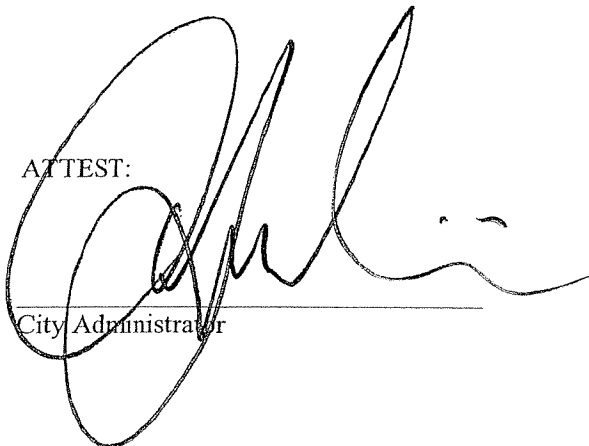
NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that it authorizes the City Administrator to submit a grant application totaling \$84,888 to make accessibility related modifications at the Mountain Iron Public Library building; and,

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the City Administrator and the Mayor are authorized to sign and submit all applicable contracts, documents and agreements associated with the application or grant agreement on behalf of the City of Mountain Iron.

DULY ADOPTED BY THE CITY COUNCIL THIS 3rd DAY OF NOVEMBER, 2003.

ATTEST:


Mayor Gary Skalko


City Administrator



CITY OF MOUNTAIN IRON

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ORDINANCE NUMBER 03-03

ESTABLISHING A PROCEDURE FOR ENFORCING ADMINISTRATIVE OFFENSES

THE CITY OF MOUNTAIN IRON HEREBY ORDAINS:

SECTION 1. PROCEDURES FOR ENFORCING ADMINISTRATIVE OFFENSES.

- Subd. 1. Purpose. Administrative offense procedures established pursuant to this Section are intended to provide the public and the City of Mountain Iron with an informal, cost effective, and expeditious alternative to traditional criminal charges for violations of certain City Code provisions. The procedures are intended to be voluntary on the part of those who have been charged with administrative offenses. At any time prior to the payment of the administrative penalty as is provided for hereafter, the individual may withdraw from participation in the procedures, in which event the City may bring criminal charges in accordance with law. Likewise, the City of Mountain Iron at its discretion may choose not to initiate an administrative offense and may bring criminal charges in the first instance. In the event a party participates in the administrative offense procedures but does not pay the monetary penalty, which may be imposed, the City of Mountain Iron will seek to collect the costs of the administrative offense procedure as part of a subsequent criminal sentence in the event the party is charged and is adjudicated guilty of the criminal violation.
- Subd. 2. Administrative Offense Defined. An administrative offense is a violation of a provision of the portions of the City Code presented in Exhibit "A" and is subject to the administrative penalties set forth in the schedule of offenses and penalties as set forth in Subdivision 9 of this Section.
- Subd. 3. Any officer of the Mountain Iron Sheriff's Department or authorized City employee shall, upon determining that there has been a violation, notify the violator. Said notice shall set forth the nature, date and time of the violation, the name of the official issuing the notice, and the amount of the scheduled penalty.
- Subd. 4. Payment. Once such notice is given, the alleged violator may, within seven (7) days of the time of issuance of the notice, pay the amount set forth on the schedule of penalties for the violation, or may request a hearing in writing, as is provided for hereafter. The payment shall be deemed to be an admission of the violation.
- Subd. 5. Hearing. Any person contesting an administrative offense pursuant to this Section may, within seven (7) days of the time of issuance of the notice, request a hearing by a hearing officer who shall forthwith conduct an informal hearing to determine if a violation has occurred. The hearing officer shall have authority to dismiss the violation or reduce or waive the penalty. If the violation is sustained by the hearing officer, the violator shall pay the penalty within seven (7) days.

Subd. 6. Hearing Officer. A City of Mountain Iron employee or employees designated in writing by the Mayor and approved by the Mountain Iron City Council shall be designated individually or collectively as hearing officer. The hearing officer shall serve until such point the Mayor and City Council appoint a new hearing officer. The hearing officer is authorized to hear and determine any controversy relating to administrative offenses provided for in this Section.

Subd. 7. Failure to Pay. In the event a party charged with an administrative offense fails to pay the penalty, a misdemeanor or petty misdemeanor charge may be brought against the alleged violator in accordance with applicable statutes. If a penalty is paid and an individual is found not to have committed the administrative offense by the hearing officer, no such charge may be brought by the City of Mountain Iron for the same violation.

Subd. 8. Disposition of Penalties. All penalties collected pursuant to this section shall be paid to the City of Mountain Iron and deposited in the City's General Fund.

Subd. 9. Offenses and Penalties. Offenses which may be charged as administrative offenses and penalties for such offenses may be established by Resolution of the City Council from time to time. Copies of such Resolution shall be maintained in the office of the City Administrator.

Subd. 10. Subsequent Offenses. In the event a party is charged with a subsequent administrative offense within a twelve (12) month period of paying an administrative penalty for the same or substantially similar offense, the subsequent administrative penalty shall be increased by twenty-five percent (25%) above the initial administrative penalty, except as otherwise provided by Resolution.

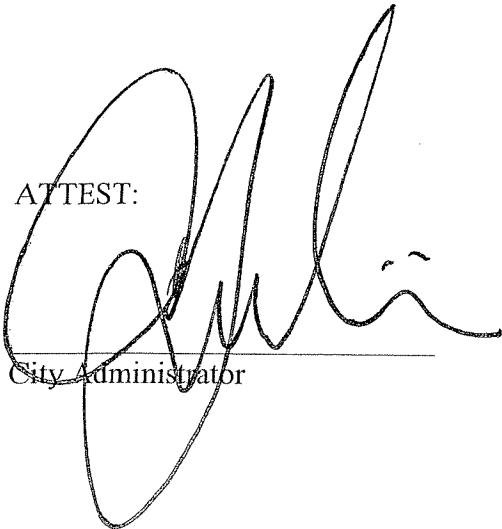
SECTION 3. INCONSISTENT ORDINANCES. Any inconsistent Ordinance or parts thereof are hereby repealed and replaced with the provision of this Ordinance.

SECTION 4. REPEAL. Chapter 5, Administrative Hearings Board, of the Mountain Iron City Code is hereby repealed in its entirety and replaced with the provisions of this Ordinance.

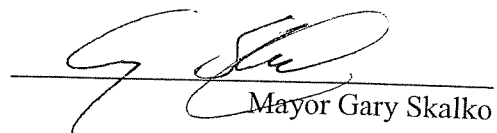
SECTION 5. EFFECTIVE DATE. This Ordinance shall become effective according to State Statute.

DULY ADOPTED BY THE CITY COUNCIL THIS 3rd DAY OF NOVEMBER, 2003.

ATTEST:



City Administrator



Mayor Gary Skalko

EXHIBIT "A"

City of Mountain Iron Administrative Offenses

Tobacco Violations	City Code, Chapter 12
Nuisance Violations	City Code, Chapter 28
Nuisance Violations	City Code, Chapter 52
Land Use Violations	City Code, Chapter 22
Garbage Violations	City Code, Chapter 57

MINUTES
JOINT MEETING BETWEEN THE MOUNTAIN IRON CITY COUNCIL AND THE
MOUNTAIN IRON HOUSING & REDEVELOPMENT AUTHORITY
SEPTEMBER 29, 2003

City Council members in attendance: Mayor Gary Skalko, Councilors Joe Prebeg, Allen Nelson, Dale Irish, Ed Roskoski. HRA members in attendance: Chairman Mike Lambert, Larry Johnson, Rick Soderberg, John Filander. Other in attendance: Carla Schneider from Bowman Properties and City Administrator Craig J. Wainio.

Mayor Skalko called the meeting to order at 6:00 p.m.

Councilor Roskoski stated that the Council called this joint meeting with the HRA in regards to the City and HRA losing money and residents at the Mountain Manor Apartment Complex. Also wanting to discuss the implications of a default on the Rural Development Administration loan.

Councilor Prebeg requested that the HRA to explain the current problems at Mountain Manor. The HRA explained that there are 23 empty apartments and the facility is \$6,000 behind in bills at this time, estimated to lose \$15,000 by the end of the year. Currently the facility is \$3,000 behind of utility payments for the City and has received a disconnect notice.

The City Council questioned why residents do not like to at the Manor. With the primary reason being the number of newer senior facilities in the area.

Carla Schneider indicated that the HRA and Bowman have been working together to make the facility self-sufficient once again, however the Rural Development Administration has been less than cooperative to this point. The RDA has not responded to the workout plan that was presented to them and Bowman requested the input of a workout specialist 2-3 years ago with no response as of this date. The workout plan submitted, requested a change of age designation as direct by the HRA, again, no response was received as of this date.

A suggestion was made by the Mayor to contact Congressman Oberstar to facilitate a meeting with the HRA, RDA and City Council.

The HRA then indicated that Bowman has issued notice to terminate their management of the facility and also inquired about the outstanding bills. The Council indicated that the HRA should at least pay the management fees to date.

Default on the RDA loan was discussed with possible outcomes being the sale of the property and the payoff of the mortgage. Technically, the building is in default at this time. The City Council indicated that the HRA should develop a funding plan for next four months.

Mayor Skalko indicated that he will contact Gary Cerkenik to find out fees for assistance working with Gary Cerkenik as a liaison to Congressman Oberstar's office. For background information to submit for the Congressional inquiry, Bowman may be contacted.

Minutes – City Council
September 29, 2003
Page 2

Johnson moved and Lambert second that the HRA release the reserve funds necessary to pay outside vendors. Passed 4 to 0.

Roskoski moved and Irish second, to send a letter to Oberstar to arrange a meeting and explain the problems. Motion passed 5 to 0.

Councilor Nelson stated that a short term funding plan from the HRA be developed to continue with the operations of the facility.

A transition plan would need to be developed for the residents if the facility were closed.

Nelson moved that the City utilities would not be cut-off until after 01-01-04. Supported by Prebeg. Roll call vote 5 to 0.

Moved by Prebeg, get attorney involved, up to speed, Roskoski supported, City only issues. Motion carried 5 to 0.

Allen motion to adjourn, Roskoski supported at 7:19 p.m.

Respectfully submitted:

Craig J. Wainio
City Administrator

COUNCIL LETTER 111703-III A**ADMINISTRATION****PUBLIC HEARING**

DATE: November 12, 2003

FROM: Craig J. Wainio
City Administrator

This public hearing is part of the vacation process for the roads petitioned for vacation in the Costin area by United State Steel. Upon completion of the hearing, the City Council needs to determine whether or not they wish to vacate the roads as petitioned. If so, Staff will prepare the appropriate Resolution for adoption at the next regular meeting.

THE TRENTI LAW FIRM

PO BOX 958
1000 LINCOLN BUILDING
VIRGINIA, MN 55792

Verification - 218-749-1962
FAX NO. - 218-749-4308
E-MAIL - trenti@trentilaw.com

FAX TRANSMISSION

THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED, AND MAY CONTAIN INFORMATION THAT IS PRIVILEGED, CONFIDENTIAL AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the original message to us at the above address via the U.S. Postage Service. Thank you.

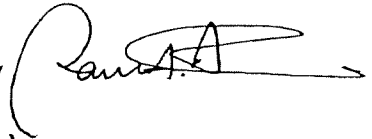
Dated: September 30, 2003

Fax No.: 748-7573

DELIVER TO: Mountain Iron City Council
Craig Wainio, City Administrator

Re: Ownership of a Portion of Mining Avenue
Our File No.: 55,337-1

FROM: Sam A. Aluni, City Attorney



No. of pages: 6 (including this page)

Original to follow: Yes _____ No XX

MESSAGE: The council has asked me to review the ownership of a portion of Mining Avenue. The administrator has provided me with a map and a Petition for Vacation of City Street which are attached to this memorandum. As indicated, USX owns the N1/2 of the NE1/4, Section 9, Township 58 North, Range 18 West, and the State of Minnesota owns the SE1/4 of the SE1/4, Section 4, Township 58 North, Range 18 West. If the roadway across those parcels is vacated, USX and the State of Minnesota, respectively, will become the owners of the roadway, unencumbered by the easement for the road. If the council wishes any further information regarding this matter, please advise.

Attachments

PETITION FOR VACATION OF CITY STREET

To the Council of the City of Mountain Iron, in St. Louis County, Minnesota:

WHEREAS, public city streets presently exist in the plat captioned Town of Costin covering land in the City of Mountain Iron, St. Louis County, Minnesota, in the West half of the Southeast quarter (W $\frac{1}{2}$ of SE $\frac{1}{4}$), Section Four (4), Township Fifty-eight (58) North, Range Eighteen (18) West as recorded in the Office of the Register of Deeds, St. Louis County, Minnesota in Book J of Plats, page 2; and

WHEREAS, a road presently exists in the Southeast quarter of Southeast quarter (SE $\frac{1}{4}$ of SE $\frac{1}{4}$), Section Four (4) and the North half of Northeast quarter (N $\frac{1}{2}$ of NE $\frac{1}{4}$), Section Nine (9), all in Township Fifty-eight (58) North, Range Eighteen (18) West, St. Louis County, Minnesota; and

WHEREAS, United States Steel Corporation, a Delaware corporation, owns the minerals in all of Blocks 1 and 2 of the Town of Costin together with the mining rights and owns the fee (surface) land in Blocks 1 and 2 of the Town of Costin; and

WHEREAS, the State of Minnesota owns the minerals and surface in the Southeast quarter of Southeast quarter (SE $\frac{1}{4}$ of SE $\frac{1}{4}$), Section Four (4), Township Fifty-eight (58) North, Range Eighteen (18) West, St. Louis County, Minnesota; and

WHEREAS, United States Steel Corporation, a Delaware corporation, owns the minerals and surface in the North half of Northeast quarter (N $\frac{1}{2}$ of NE $\frac{1}{4}$), Section Nine (9), Township Fifty-eight (58) North, Range Eighteen (18) West, St. Louis County, Minnesota; and

WHEREAS, United States Steel Corporation does seek the vacation of First Avenue from the south line of Railroad Street south to the south end of the Town of Costin plat. The alley in Block 1 of the Town of Costin. The road south of Railroad Street in the Southeast quarter of Southeast quarter (SE $\frac{1}{4}$ of SE $\frac{1}{4}$), Section Four (4) and the North half of Northeast quarter (N $\frac{1}{2}$ of NE $\frac{1}{4}$), Section Nine (9), all in Township Fifty-eight (58) North, Range Eighteen (18) West, St. Louis County, Minnesota; and

WHEREAS, none of the avenues, alleys and roads which United States Steel Corporation seeks to vacate is a through street. All of the avenues, alleys and roads which United States Steel Corporation seeks to vacate serve only the lands abutting thereon or other parts of the Town of Costin whose avenues, alleys United States Steel Corporation is seeking to vacate; and

WHEREAS, no one resides near or is served by any of the avenues, alleys and roads which United States Steel Corporation seeks to vacate; and

WHEREAS, United States Steel Corporation desires to use the aforesaid lands for a purpose and in manner inconsistent with the continuance of the aforesaid public avenue, alley and road thereon; and

NOW, THEREFORE, United States Steel Corporation, being the owner of Blocks 1 and 2 of the Town of Costin and the North half of Northeast quarter (N $\frac{1}{2}$ of NE $\frac{1}{4}$), Section Nine (9), Township Fifty-eight (58) North, Range Eighteen (18) West and Lessee of the Southeast quarter of Southeast quarter (SE $\frac{1}{4}$ of SE $\frac{1}{4}$), Section Four (4), Township Fifty-eight (58) North, Range Eighteen (18) West, hereby petitions your Honorable Council to vacate the following avenue, alley and road in said Town of Costin and the Southeast quarter of Southeast quarter (SE $\frac{1}{4}$ of SE $\frac{1}{4}$), Section Four (4) and the North half of Northeast

quarter (N½ of NE¼), Section Nine (9), all in Township Fifty-eight (58) North, Range Eighteen (18) West, St Louis County, Minnesota:

- (1) all of First Avenue from the south line of Railroad Street south to the south end of the Town of Costin plat. The alley in Block 1 of the Town of Costin;
- (2) the road south of Railroad Street in the Southeast quarter of Southeast quarter (SE¼ of SE¼), Section Four (4) and the North half of Northeast quarter (N½ of NE¼), Section Nine (9), all in Township Fifty-eight (58) North, Range Eighteen (18) West, St Louis County, Minnesota.

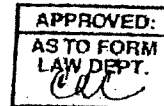
Dated: 7 - 2 - 63

United States Steel Corporation

By: James D. McConnell

James D. McConnell

Attest: Lennis T. Suhl



STATE OF MINNESOTA

:

ss:

COUNTY OF ST. LOUIS

:

ON THIS, the 2nd day of July, 2003, before me, a notary public for said County and State, personally appeared James D. McConnell, who acknowledged himself to be General Manager of Minnesota Ore Operations, a division of United States Steel Corporation, and, as such, he is authorized to execute the foregoing instrument for the uses and purposes therein contained by signing the name of the corporation by himself as such officer.

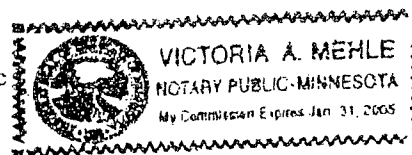
IN WITNESS WHEREOF, I hereunto set my hand and official seal.

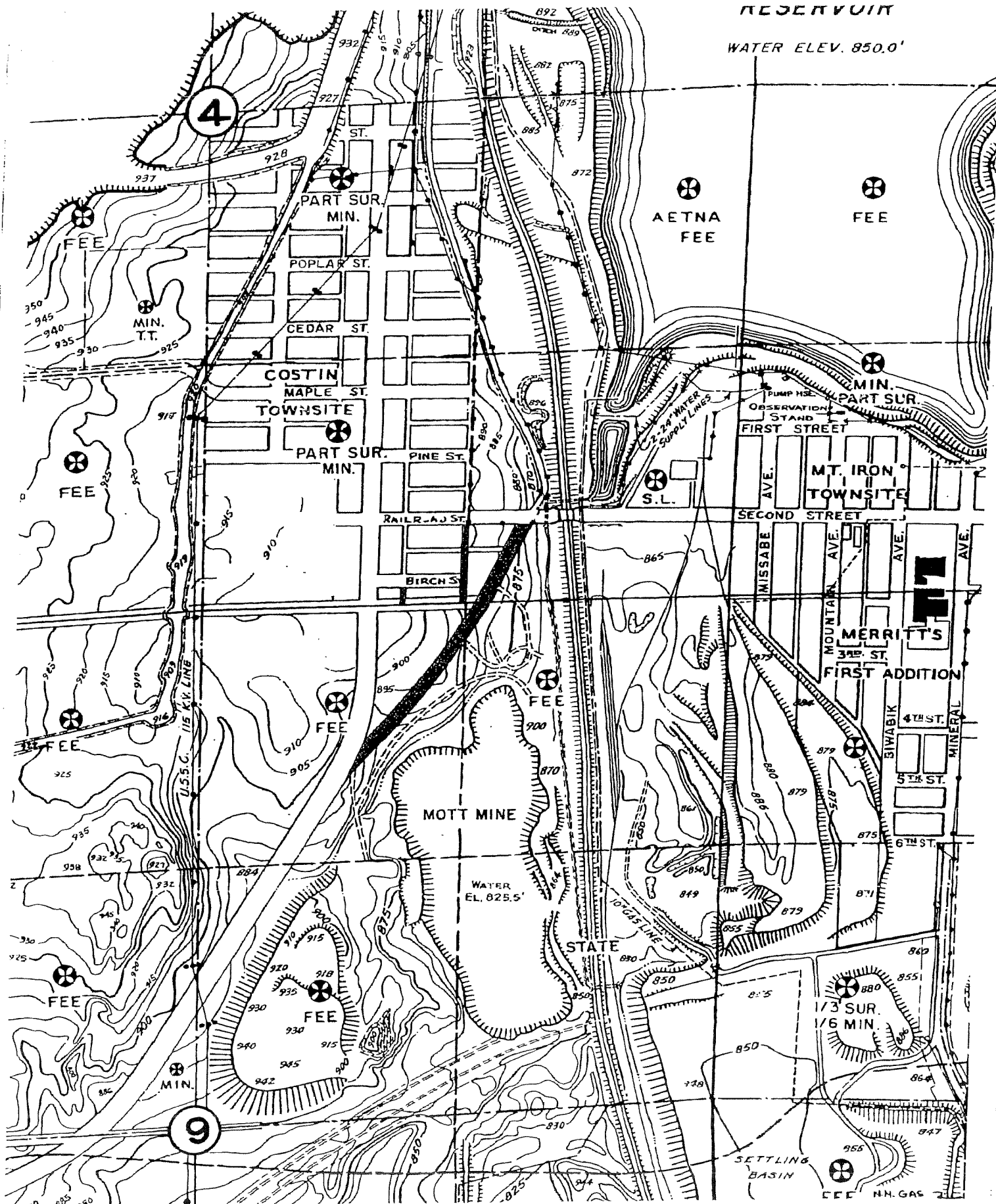
Victoria A. Mehle

(SEAL)

Notary Public

My Commission Expires: Jan 31, 2005







Minnesota Department of Natural Resources

Division of Forestry
1208 E. Howard St.
Hibbing, MN 55746

(218) 262-6760

June 9, 2003

United States Steel Corporation
USS Real Estate
Northern Lands and Minerals
Attn. Dennis F Orehek
PO Box 417
Mt. Iron, MN 55768

Re: Lease #144-012-0054
Vars. T58 R18

Dear Mr. Orehek;

Your request to block existing road access in the area leased by your company in SESE Sec 4 Twp 58N Rng 18W is granted. Future land management activities may require restoration of access, which could be again blocked upon completion of such activities.

If you have questions or concerns please feel free to call.

Sincerely,

Ben A. Anderson
Program Forester

CC: Regional Realty Coordinator - Region 2
Larry Olson
Eveleth Field Station

DNR Information: 651-296-6157 • 1-888-646-6367 • TTY: 651-296-5484 • 1-800-657-3929

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COUNCIL LETTER 111703-IVA2

MAYOR SKALKO

BUDGET MEETING

DATE: November 12, 2003

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

Background: Invite representation from union, fire, and sheriff department as well as salary staff.



November 7, 2003

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

Dear Mr. Wainio:

The application of the City of Mountain Iron for a \$84,888 matching accessibility state grant for the Mountain Iron Public Library has been received in time for consideration at the upcoming grant review session.

I anticipate informing you of the advisory review committee's recommendation in early December.

Sincerely,



Bruce Pomerantz
Library Development Specialist

C: Karen Luoma, Director, Mountain Iron Public Library
Jim Weikum, Director, Arrowhead Library System

24

1500 HIGHWAY 36 WEST
ROSEVILLE, MN 55113-4266

LIBRARY DEVELOPMENT AND SERVICES

T: (651) 582-8200
TTY: (651) 582-8201
<http://cfl.state.mn.us>

T: 651-582-8890
F: 651-582-8874

Craig J. Wainio

From: Pomerantz, Bruce [Bruce.Pomerantz@state.mn.us]
Sent: Thursday, November 06, 2003 10:37 AM
To: 'cityadm@mtniron.com'
Subject: Mountain Iron Public Library Accessibility Grant Application

November 6, 2003

Mr. Craig Wainio, City Administrator
 City of Mountain Iron
 Mountain Iron, MN

Dear Mr. Wainio:

I have reviewed the formal grant submission for a public library accessibility grant. I recommend supplementing the application with information relating to the below items. As I have mentioned previously, I can only recommend this action. I do not participate in the review committee deliberations and do not inform the committee of my suggestions. They will act only upon the grant proposal. The review committee members individually evaluate the grant proposals prior to meeting as a committee on November 25. They prefer to accept any additional information prior to that meeting.

1. Question 6: The response lacks any indication of citizen input. The letter from Northeastern Center for Independent Living, the Arrowhead Library System, and the City Building Official only review whether the plans are in compliance with code. The Downtown Renovation Committee letter does not mention any concern for improving the library to better serve people with disabilities. There are no comments from anyone - and especially from individuals with disabilities or social service agencies - concerning the elevator placement and parking and how these changes will improve library service.
2. Attachment 2, letter of endorsement from the Arrowhead Library System director, is missing.
3. The floor plan portion of Attachment 3 is missing. The floor plan requires distances between equipment and furniture, shelving, furniture, and equipment dimensions.
4. The building site plan may raise a question from the review committee. The proposed elevator will be on the southeast corner of the building, approximately 30 feet from the designated parking space. The elevator is approximately 10 feet from the eastern lot border. From the diagram, the adjoining land on the east is a lot, rather than a street or alley. I suggest you describe what adjoins the east side and explain why it is not possible to eliminate the existing fence and pave a roadway from the south to create a parking area 10 feet from the elevator entrance.
5. I am seriously concerned about the DSGW Architects letter by Erick Wedge dated October 29 as it relates to the life of the building. Mr. Wedge states the building will be functional for 25 to 50 years. However, in Paragraph A, he notes portions of the terracotta roof cornice have fallen off and continuous water absorption is creating additional damage to cause other pieces to fall. In Paragraph B, he proposes repairs to the exterior brick veneer that is in poor condition due to moisture infiltration. In Paragraph C he states the roof has outlived its useful life and needs replacement. Water penetrates the masonry walls causing further damage. In Paragraph D, he states waterproofing the foundation walls will not eliminate moisture problems if the exterior of the building is not repaired.

These structural issues are not addressed by the project. While they are not related directly to accessibility issues, they pertain to building worthiness, which is a consideration for the review committee. I strongly recommend that you write an addendum to the application explaining why the City of Mountain Iron is not addressing these problems as part of the renovation and when the necessary repairs will be made.

Additionally, the water seepage will cause mold in the building, if it is not

already present. Mold creates ailments and triggers asthma attacks relative to the amount of airborne particles and an individual's sensitivity. Consequently, there are health considerations for individuals who use the library and the staff who experience long-term exposure. I have provided two URLs with information about mold. The first is the Minnesota Department of Health website on air quality. The second is a publication available from that website. See Appendix B, Health Effects of Mold.

Minnesota Department of Health air quality website

<http://www.health.state.mn.us/divs/eh/indoorair/schools/#actions>

<<http://www.health.state.mn.us/divs/eh/indoorair/schools/#actions>>

Minnesota Department of Health Mold Publication

<http://www.health.state.mn.us/divs/eh/indoorair/schools/schools.pdf>

<<http://www.health.state.mn.us/divs/eh/indoorair/schools/schools.pdf>>

Sincerely,

Bruce Pomerantz

Library Development and Services Cube F28

Minnesota Department of Education

1500 Highway 36 West

Roseville, MN 55113-4266

Phone: 651-582-8890

Fax: 651-582-8874

COUNCIL LETTER 111703-IVA4

MAYOR SKALKO

QUAD CITY JOINT ECONOMIC DEV. AUTHORITY

DATE: November 12, 2003

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

Background: Letter from Mayor of the City of Gilbert (enclosed).

City of Gilbert

16 SOUTH BROADWAY * PO Box 548
GILBERT, MN 55741
PHONE (218)748-2232 FAX (218)748-2234
WEBSITE ADDRESS: www.gilbertmn.org

TO: City Councils of Eveleth, Mountain Iron and Virginia
FROM: City of Gilbert
DATE: October 15, 2003
RE: Quad Cities Joint Economic Development Authority

The Gilbert City Council discussed the status of the Quad Cities Joint Economic Development Authority and the impact of Eveleth voting to drop out of the Authority.

The Authority was created in the spirit of cooperation between the communities and now it is evident that Eveleth wants to disband the Authority. The City Council of Gilbert has indicated they support Eveleth's request to drop out of the organization and Gilbert would follow suit if all cities agree to disband the Authority.

The City of Gilbert therefore requests the Council of each of the Member Cities adopt a resolution requesting the dissolution of the Quad Cities Joint Economic Development Board pursuant to ARTICLE X DISSOLUTION: AMENDMENT Section 1. of the agreement. The agreement states in Article X, Section 1. "Dissolution is mandatory when the secretary has received certified copies of resolutions of the Quad Cities Joint Economic Development Authority."

[If the Quad Cities intends to enter more cooperative ventures, it is important that the cooperation efforts work on the disbanding of a venture as well as it does in creation of a venture.]

Sincerely,



Michael Skenzich
Mayor of Gilbert

CITY OF VIRGINIA

327 FIRST STREET SOUTH • VIRGINIA, MINNESOTA 55792-2623

November 6, 2003

Mr. Michael Skenzich
Mayor
City of Gilbert
PO Box 548
Gilbert, MN 55741

Dear Mayor Skenzich:

At a meeting held on October 28, 2003, the Virginia City Council reviewed your letter dated October 15th regarding the possible dissolution of the Quad Cities Joint Economic Development Authority.

The City Council made a motion to not take any action on dissolving the Quad Cities Economic Development Authority for six months. The City of Virginia is currently looking at a possible reorganization of its economic development efforts. The City of Virginia feels that economic development, at this time, is crucial to the long-term future of the quad cities and cannot make a recommendation until we resolve how to proceed.

If you need additional information, please contact me at 748-7500, Ext. 576.

Sincerely,



Ronald Lackner
City Clerk/Finance Director

Cc: Mt. Iron City Council
Eveleth City Council

COUNCIL LETTER 111703-IVA6

MAYOR SKALKO

SCHOOL/CITY LAND EXCHANGE

DATE: November 12, 2003

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

Background: Get a second appraisal.

AGREEMENT

This AGREEMENT is made and entered into this ____ day of _____, 2003, by and between the CITY OF MOUNTAIN IRON, a municipal corporation and political subdivision of the state of Minnesota ("the City"), and INDEPENDENT SCHOOL DISTRICT 712 ("the School").

RECITALS

- A. The City has determined that the best and most cost effective site to extend Unity Addition, a residential housing development, is on land now owned by the School.
- B. The City intends to agree to reconstruct a baseball field in exchange for land on which the City will extend unity Addition.
- C. The City wishes to have access to clear-up certain land transactions with School.

AGREEMENT

NOW, THEREFORE, in consideration of the Recitals, the truth of which is hereby acknowledged by the parties, the mutual covenants and agreements contained herein, and for other good and valuable consideration, the adequacy of which is hereby acknowledged, the parties hereby agree as follows:

- 1. Actions by School.
 - a. *Unity Addition Extension.* The School agrees to convey to the City a parcel of land legally described in attached Exhibit A, for the extension of Unity Addition, which is incorporated herein and made a part hereof by reference.
 - b. *City/School Garage.* The School agrees to convey to the City certain parcels around the City Garage and School Garage to clear-up a long term discrepancy among titles, legally described in attached Exhibit B, which is incorporated herein and made a part hereof by reference.
 - c. *Baseball Field.* The School agrees to convey to the City a parcel of land legally described in attached Exhibit C, for the reconstruction of the ball field, which is incorporated herein and made a part hereof by reference.
 - d. *Lease.* The school agrees to lease the field described in Exhibit C and the one field at the recreation facility in South Grove from the City of Mountain Iron for \$7,000 per year for as long as School District 712 exists.

2. Actions by City.

- a. *Reconstruction of a Baseball Field.* The City agrees to reconstruct a high school regulation baseball field, with an irrigation system on land described in Exhibit C and according to plans presented in Exhibit D as mutually agreed upon. It is agreed that the school has priority usage on the reconstructed field until such point where the School merges or dissolves or otherwise ceases to exist. Construction to begin in the Fall of 2003 with the field ready for use in the Spring or 2005.
- b. *Consideration.* The City agrees to provide consideration in the amount of \$25,000 to the School.
- c. *Maintenance.* The City agrees to maintain the baseball field year round with the school performing needed maintenance, such as striping the infield, on school game days.
- d. *Football Practice Field.* The City agrees to construct an 80 yard by 50 yard football practice field directly west of Merritt Elementary School on school district 712 owned land as identified in Exhibit E. The City will also provide a source for watering the practice field and move the existing shelter from its current location to a location closer to the practice field as agreed upon.
- e. *Road Construction and Parking.* The City agrees to construct a gravel parking area and a gravel road to the football practice field as identified in Exhibit E.

- 3. Breach. The parties agree that in the event that either party breaches this Agreement, legal damages would not be adequate to remedy such breach and that the remedy specific to the performance of the Agreement would be necessary and appropriate.
- 4. Term. This Agreement is effective as of the date first written above and will terminate upon the occurrence of the events described in Sections 1 and 2 of this Agreement.
- 5. Amendments. This Agreement may be amended only by written modification executed by both of the parties hereto.
- 6. Assignment. This Agreement cannot be assignable by either party. Upon the dissolution of either party this agreement becomes null and void.
- 7. Notices. All notices to be given by either party to the other hereunder must be in writing addressed as follows:

To the School: ISD 712
P.O. Box
Mountain Iron, Minnesota 55768
Attention: Superintendent

To the City: City of Mountain Iron
8586 Enterprise Drive South
Mountain Iron, Minnesota 55768
Attention: City Administrator

8. Exhibits. The exhibits to this Agreement are the following:

- a. Exhibit A – Legal Description, Unity Addition Extension
- b. Exhibit B – Legal Description, City Garage/School Garage Property
- c. Exhibit C – Legal Description, Baseball Field Property
- d. Exhibit D – Baseball Field Reconstruction Plan
- e. Exhibit E – Practice Field, Road, Parking Area Outline

CITY OF MOUNTAIN IRON

By: _____
Its Mayor

By: _____
Its Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2003, by Gary Skalko and Craig J. Wainio, the Mayor and City Administrator, respectively, of the City of Mountain Iron, Minnesota, on behalf of said City.

Notary Public

INDEPENDENT SCHOOL DISTRICT 712

By: _____
Its Board Chairperson

By: _____
Its Superintendent

STATE OF MINNESOTA)
) ss.
 COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me this _____ day of _____, 2002, by _____ and James Techar, the Board Chairperson and the Superintendent, respectively, of Independent School District 712, on behalf of said School.

 Notary Public

EXHIBIT A

(Unity Addition Extension)

Part of the Northeast Quarter of the Northwest Quarter (NE1/4 of NW1/4) of Section 14, Township 58 North, Range 18 West of the Fourth Principal Meridian, in the City of Mountain Iron, St. Louis County, Minnesota, described as follows:

All of the Northeast Quarter of the Northwest Quarter (NE1/4 of NW1/4) except the easterly 300 feet of the northerly 600 feet all in Section 14, Township 58 North, Range 18 West of the Fourth Principal Meridian, in the City of Mountain Iron, St. Louis County, Minnesota

EXHIBIT B

(City Garage/School Garage Property)

Part of the Southwest Quarter of the Northwest Quarter (SW1/4 of NW1/4) and part of the Southeast Quarter of the Northwest Quarter (SE1/4 of NW1/4) of Section 10, Township 58 North, Range 18 West of the Fourth Principal Meridian, and more particularly described as follows:

East Half of the Southeast Quarter of the Northwest Quarter (E1/2 of SE1/4 of NW1/4), Section 10, Township 58 North, Range 18 West of the Fourth Principal Meridian EXCEPT highway right-of-way

AND

That part of the Southwest Quarter of the Northwest Quarter (SW1/4 of NW1/4) Section 10, Township 58 North, Range 18 West of the Fourth Principal Meridian which is bounded by the following described lines:

Assuming the West right-of-way line of County Road No. 102, as it now exists over and across said Southwest Quarter of Northwest Quarter (SW1/4 of NW1/4) of Section Ten (10), as being due North and South, and beginning at the intersection of said West right-of-way line with the North line of said SW1/4 of NW1/4 of Section 10, go due South along said West right-of-way line of County Road 102 for a distance of 480.5 feet; thence deflect right 81°13' and go South 81°13' West for a distance of 303.56 feet; thence deflect right 98°47' and go due North on a line parallel to and 300.00 feet Westerly of the aforementioned Westerly right-of-way line of County Road No. 102, for a distance of 519.52 feet to a point on the North line of said SW1/4 of NW1/4 of Section 10; thence deflect right 88°36' and go North 88°36' East along the North line of said SW1/4 of NW1/4 of Section 10, for a distance of 300.09 feet to the point of beginning.

EXHIBIT C

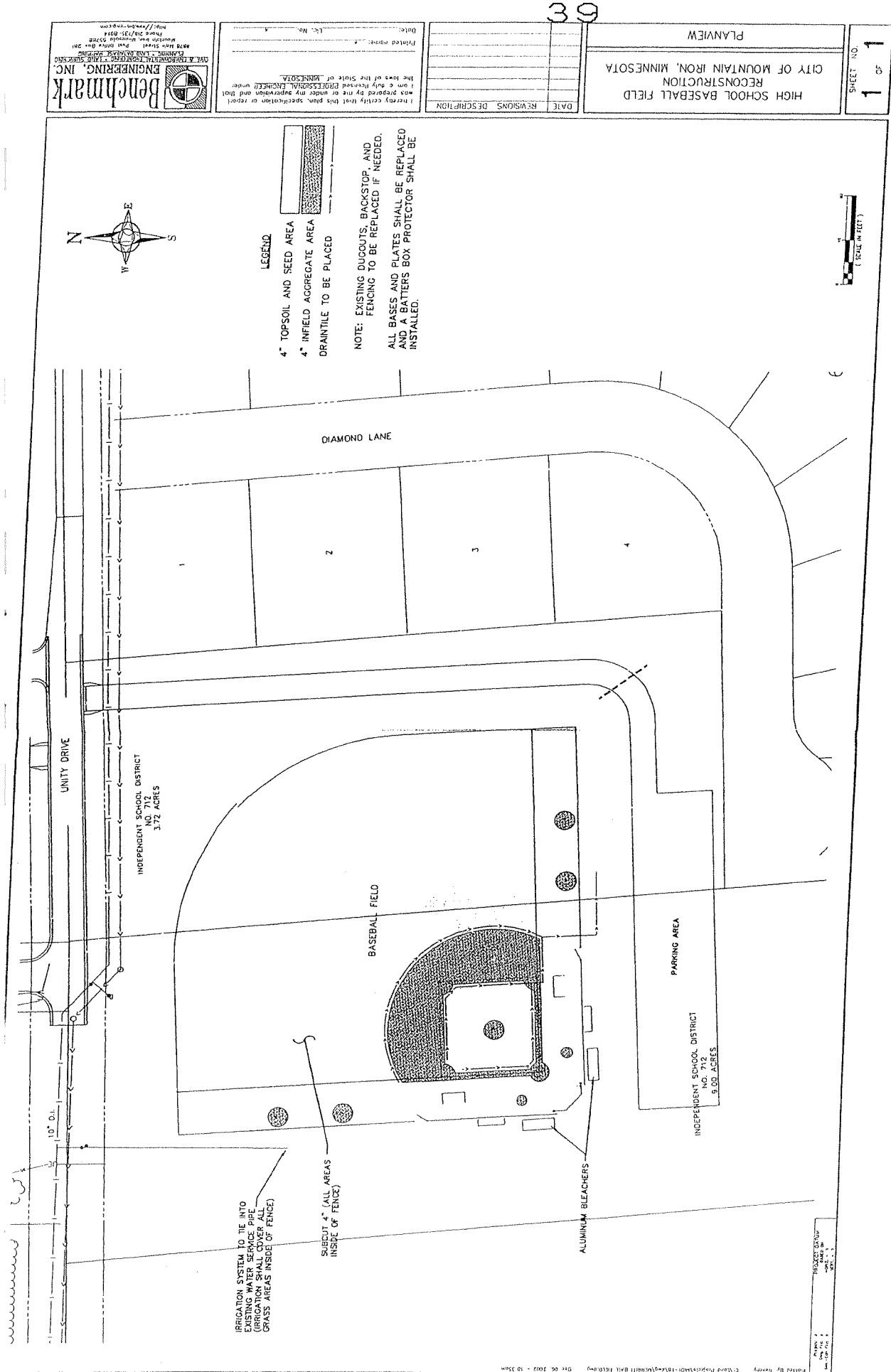
(Baseball Field)

Part of the Northeast Quarter of the Northwest Quarter (NE1/4 of NW1/4) and part of the Northwest Quarter of the Northeast Quarter (NW1/4 of NE1/4) of Section 14, Township 58 North, Range 18 West of the Fourth Principal Meridian, in the City of Mountain Iron, St. Louis County, Minnesota, described as follows:

The easterly 300 feet of the northerly 600 feet of the Northeast Quarter of the Northwest Quarter (NE1/4 of NW1/4) and the westerly 270 feet of the northerly 600 feet of the Northwest Quarter of the Northeast Quarter (NW1/4 of NE1/4) all in Section 14, Township 58 North, Range 18 West of the Fourth Principal Meridian, in the City of Mountain Iron, St. Louis County, Minnesota.

EXHIBIT D

(Baseball Field Plans)





ENGINEER'S PRELIMINARY OPINION OF CONSTRUCTION COST
MERRITT BASEBALL FIELD RECONSTRUCTION
CITY OF MOUNTAIN IRON, MINNESOTA
PROJECT NO. MI01-18
JANUARY 3, 2002

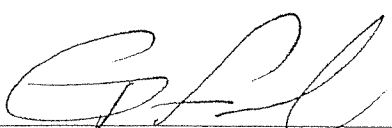
CONSTRUCTION OF BASEBALL FIELD & PRACTICE FOOTBALL FIELD: \$125,000.00

IRRIGATION SYSTEM: \$25,000.00

DUGOUTS: \$10,000.00

CONSTRUCTION OF PARKING LOT: \$65,000.00

TOTAL CONSTRUCTION COST: \$225,000.00


BENCHMARK ENGINEERING, INC.



BENCHMARK
ENGINEERING, INC.

December 3, 2002

ENGINEER'S PRELIMINARY ESTIMATE OF QUANTITIES AND OPINION OF COST
MERRITT BASEBALL FIELD RECONSTRUCTION
CITY OF MOUNTAIN IRON, MINNESOTA
PROJECT NO: MIOI-18

BALLFIELD RECONSTRUCTION:

ITEM NO.	ITEM	UNITS	ESTIMATED QUANTITIES	UNIT PRICE	TOTAL AMOUNT
1	COMMON EXCAVATION (4" of all surface material inside of fence)	CU. YD.	1,715.0	\$5.00	\$8,575.00
2	TOPSOIL BORROW (4" of topsoil to all grass areas inside of fence)	CU. YD.	1,560.0	\$13.00	\$20,280.00
3	INFILL AGGREGATE (4" in all aggregate areas inside of fence)	CU. YD.	155.0	\$65.00	\$10,075.00
4	SEEDING (all disturbed grass areas)	ACRE	3.5	\$1,500.00	\$5,250.00
5	IRRIGATION SYSTEM (entire field)	LUMP SUM	1.0	\$25,000.00	\$25,000.00
6	ALUMINUM BLEACHERS (Approx. 40-50 seats/bleacher)	EACH	2.0	\$3,000.00	\$6,000.00
7	4" PERF. P.E. PIPE DRAIN W/ GEOTEXTILE SOCK	LIN. FT.	610.0	\$7.00	\$4,270.00
8	6" PERF. P.E. PIPE DRAIN W/ GEOTEXTILE SOCK	LIN. FT.	150.0	\$7.00	\$1,050.00
9	CONCRETE HEADWALL (for drain tile outlet)	EACH	1.0	\$250.00	\$250.00
10	BASES AND PLATES (batters box protector, new bases and plates)	LUMP SUM	1.0	\$3,500.00	\$3,500.00
11	DUGOUT REMOVAL	EACH	2.0	\$500.00	\$1,000.00
12	DUGOUT CONSTRUCTION	EACH	2.0	\$5,000.00	\$10,000.00

CONTINGENCIES: \$5,000.00
CONSTRUCTION COST: \$100,250.00
DESIGN ENGINEERING: \$9,025.00
CONSTRUCTION ENGINEERING: \$10,025.00
TOTAL COST: \$119,300.00

Approx. Savings Utilizing City Forces for Irrigation and Drain tile Installation: \$12,500.00

NOTE: This Opinion of Cost is created under the assumption the existing fence and backstop will not need replacement. The approx. cost of Contracting the fence and back stop replacement is \$36,000.00. The approx. cost of Contracting the replacement utilizing City forces for fence and backstop removal would be \$31,000.00.

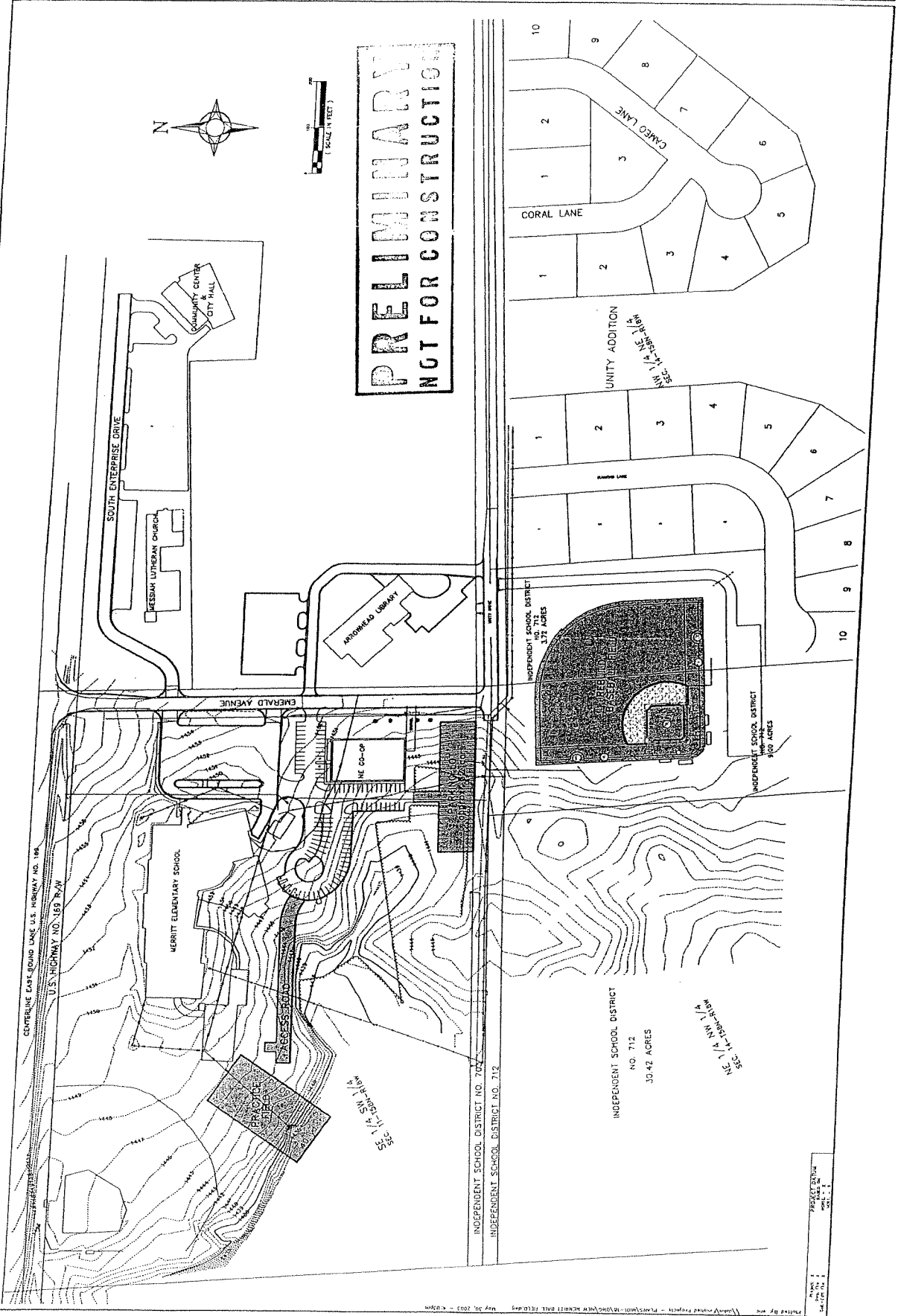
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1 3 10/11/2003

EXHIBIT E

(Practice Field, Road, Parking Area Plans)

MERRITT BASEBALL FIELD RECONSTRUCTION CITY OF MOUNTAIN IRON, MINNESOTA		PLAN VIEW - PRELIMINARY LAYOUT
DATE	REVISIONS DESCRIPTION	
I hereby certify that this plan, specification or report was prepared by me or under my supervision and that I am a duly licensed PROFESSIONAL ENGINEER under the laws of the State of MINNESOTA.		
Printed Name	LC No.	
BENCHMARK ENGINEERING, INC. 2075 Main Street, Suite 200, Mountain Iron, MN 55120 Phone: 218/733-8914 Fax: 218/733-8914 http://www.benchmark-eng.com		



EXCERPT OF CITY COUNCIL MEETING OF NOVEMBER 17, 2003

It was moved by Councilor _____ and supported by Councilor _____ that the liquor and cigarette license applications for the period January 1, 2004 through December 31, 2004, be approved and issued to the following individuals and business establishments pursuant to the approval, where necessary, of the Liquor Control Commission and pursuant to the payment of all outstanding license fees and charges:

Jeff & Greg Properties, Inc.
DBA: B. G.'s Saloon
5494 Highway 7
Mountain Iron, MN 55792

On-Sale Intoxicating Liquor
Sunday On-Sale Intoxicating Liquor
Off-Sale Non-Intoxicating Liquor
Cigarette

Mike Lambert
DBA: Silver Creek Liquor Company
5489 Highway 7
Mountain Iron, MN 55792

Off-Sale Intoxicating Liquor
Cigarette

Commander
American Legion Post #220
5748 Mountain Avenue, PO Box 361
Mountain Iron, MN 55768

Club On-Sale Intoxicating Liquor
Off-Sale Non-Intoxicating Liquor
Cigarette

Mac's Bar, Inc.
DBA: Mac's Bar
8881 Main Street, PO Box 313
Mountain Iron, MN 55768

Off-Sale Intoxicating Liquor
On-Sale Intoxicating Liquor
Sunday On-Sale Intoxicating Liquor
Cigarette

Bruce A. Carlsen
Corner Spur
5499 Highway 7, Box 1207
Mountain Iron, MN 55792

Cigarette

Joseph Giru
Little Joe's
5537 Nichols Avenue, PO Box 356
Mountain Iron, MN 55768

Off-Sale Non-Intoxicating Liquor
Cigarette

Jay Ryan Moehlenbrock
Jay Ryan Enterprise, Inc.
DBA: Sawmill Saloon & Restaurant
5478 Mountain Iron Drive
Mountain Iron, MN 55792

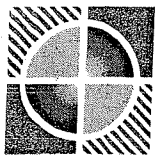
Off-Sale Intoxicating Liquor
On-Sale Intoxicating Liquor
Sunday On-Sale Intoxicating Liquor
Cigarette

Rezavor, Inc.
John Gorsha
5235 Campground Road
Mountain Iron MN 55768

Off-Sale Intoxicating Liquor
On-Sale Intoxicating Liquor
Sunday On-Sale Intoxicating Liquor
Cigarette

Adventures, Va., Inc.
Greg Hartnett
5475 Mountain Iron Drive
Mountain Iron MN 55792

Off-Sale Intoxicating Liquor
On-Sale Intoxicating Liquor
Sunday On-Sale Intoxicating Liquor



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

November 12, 2003

Honorable Mayor, City Council, and City Staff
City of Mountain Iron
City Hall
8586 Enterprise Drive South
Mountain Iron, MN 55768

RE: 2003 Project Status Summary Report

Honorable Mayor, City Council, and City Staff:

The attached summary project list explains the status of the projects that Benchmark Engineering, Inc has been involved with in 2003.


Please note that the pending projects have some preliminary work completed, but depending on the project scope for 2004, additional fieldwork will be required.

It is my recommendation that the City evaluate and determine what the project priorities for 2004 should be, in order to allow for any additional field work to be completed. In addition, this will allow for ample time for thorough designs, and for bids to be awarded in the spring. Early spring bid openings provide the best opportunity for starting and completing projects in a single construction season.

I would also like to take this opportunity on behalf of all the employees and myself at Benchmark Engineering to thank the City of Mountain Iron for the opportunity to provide professional services to you for the 2003 year. We look forward to the opportunity to provide you with our services for upcoming years.

Thank you and please contact me with any questions or concerns regarding this summary report.

Sincerely yours,
Benchmark Engineering, Inc


Rodney Flannigan, R.L.S.

RF: cas
Enclosure



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

Project Status Report City of Mountain Iron

2003-2004 Active Projects:

- MI02-27: Commercial Forty -- 95% Completion in 2003, minor carry-over to 2004.
- MI03-13: Backwash Surge Tank -- Design in initial stages, project to be completed in 2004.
- MI03-17: Crosswalk Inventory & Striping -- Plans to City Staff, awaiting direction.
- MI03-19: Mountain Ave. Diagonal Parking -- Concept and plan to City Staff, awaiting direction.
- MI03-22: Eagle Ave. Sanitary Sewer -- Recommendation to City Staff, awaiting direction.
- MI03-23: Heather Ave. Water -- Preliminary Estimate & Map to City Staff, awaiting direction.
- MI03-24: Heather Ave. Drainage Plan -- Recommendation & Estimate to be completed in 2003.
- MI02-5/RRA02-5: Mt. Iron Trail Spurs -- Plans submitted to Mn/DOT for review, 2004 bidding.
- MI02-11: Remnant Parcels Platting -- Plat complete, awaiting direction on easements.

Projects completed this past year:

- MI02-4: Water Tower Maintenance -- Final punch list completed and job closed.
- MI02-25: 2002 Overlays -- Final punch list completed and job closed.
- MI02-28: Commercial 40 Plat -- Completed and recorded.
- MI03-1: Stony Brook Electric -- Platted easements staked for buried power line.
- MI03-2: Location Map for McGregor Dev. -- Conceptual maps for proposed project.

- MI03-7: Unity Drive Gravel Road Extension -- Completed and job closed.
- MI03-9: Septic Permit Reviews -- Six designs reviewed and approved.
- MI03-11: Library Site Topography -- Completed field survey and base map.
- MI03-14: Tax Free Zone Maps -- Completed several maps for ARDC and JOBZ applications.
- MI03-15: Area Computation -- Calculated area of Emil Johnson property.
- MI03-18: Commercial 40 Aerial Map -- Map for marketing purposes.
- MI03-20: Brunfelt Property Description -- Completed survey, drawing and description.

Pending projects (2004 & future):

- MI02-20: Unity Addition – Phase II -- Survey work and preliminary concepts completed.
- MI02-21: Unity Addition – Phase II plat -- Initial fieldwork completed.
- MI03-10: 2004 Street Overlays -- Preliminary study and estimates completed, Survey work in Nov.
- School Ball field -- Preliminary maps, estimates and survey work completed, awaiting direction.

Other services provided this past year:

- No charge for attendance at City Council meetings.
- 2003 City Engineering Services provided at no charge.

(Total value for these services in accordance with hourly rates approximately \$ 5,100)

- Several minor estimates, legal descriptions, maps, etc. provided as requested by City Staff.



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

TO: Honorable Mayor Skalko
FROM: Craig J. Wainio, City Administrator
DATE: October 23, 2003
SUBJECT: Mining Effects Information

Enclosed for your review, please find the mining effects expenditure reports for the last three years. Also enclosed is a copy of the relevant statute. State statute defines the word municipality in a great number of ways including Cities, Counties and various other authorities.

As is evident by the reports the City has spread the mining effects funding to various entities. Beside the submitting of the reports to the IRRRB there is no oversight of the program and no penalties established. As long as we are working with some other government agency and/or authority everything is satisfactory. Mr. Dick Walsh of the IRRRB is in charge of the reports filed and is responsible for the program; he was contacted on this matter on October 23rd.

Craig J. Wainio

From: Craig J. Wainio [cityadmn@mtniron.com]
 Sent: Monday, August 18, 2003 6:22 PM
 To: 'Gary Skalko (gwsalko@hotmail.com)'
 Subject: 2003 Mining Effects Budget

Mr. Mayor:

I could not find the original that I had sent you. Here is a summary of the Mining Effects intergovernmental information you requested:

2003 Budget:

\$50,000 Mining Effects that needs to be used for intergovernmental cooperation

\$21,504 budgeted for the Quad Cities Joint Recreational Authority
 \$25,102 budgeted for the Quad Cities Economic Development Authority
 \$5,000 budgeted for the Virginia/Mountain Iron/Gilbert/Eveleth Chamber of Commerce
 \$3,000 budgeted for the VRMC Foundation

\$54,606 Total Budgeted

Craig J. Wainio
 City Administrator

2004 Budget Possibilities:

- Assessor St. Louis County: \$27,000
- Quad City Joint Rec. Authority: \$7560
- VRMC Foundation: \$3000
- Misc. (Mesabi Bike Trail, etc.): \$12,440

Total Budgeted: \$50,000



Copy

Monday August 25, 2003

Craig Wainio, City Administrator
City of Mt. Iron
8586 Entérprise Drive
Mt Iron, MN 55768

Dear Craig,

This is our annual request of funding from The Range Recreation Civic Center and the Quad Cities Joint Powers Board to the City of Mt Iron. Your share of the yearly operating expenses of the Range Recreation Civic Center is broken down below. We reduced our budget by 10 % for 2004. We are asking \$45,000.00 for 2004 to be divided between the Quad Cities.

Divided per capita, your amount due for 2004 is: \$7,560.00

	<u>%Population</u>	<u>Total</u>
Virginia	51.3%	\$23,085.00
Eveleth	21.6%	\$ 9,720.00
Mt. Iron	16.8%	\$ 7,560.00
Gilbert	10.3%	\$ 4,635.00

We understand that you are in the process of the 2004 budgets and need this information.
Thank you in advance for your continued support.

Sincerely,

Peggy Giese
Joint Powers Board Secretary

MEMORANDUM

To: CGMC Members
From: Tim Flaherty
Date: September 23, 2003
Re: Attorney General Opinion

Attached is a partial copy of the State Auditor's 2002 report on the investigation of Brooklyn Park's financial affairs. Cited in the report is an Attorney General's opinion regarding the financial relationship of cities with their local chambers of commerce. One of our cities asked me to share the report with other members of the Coalition of Greater Minnesota Cities.

On June 27, 1997, Assistant Attorney General Kenneth E. Raschke, Jr. informed the City of Staples that it was inappropriate for the city to be a member of the Staples Chamber of Commerce. According to the State Auditor's report, Raschke held that cities "are authorized to appropriate funds to provide city membership in county, regional, state and national associations of a civic, educational, or governmental nature which have as their purpose the betterment and improvement of municipal government operations. However, the Attorney General has determined that a city is not authorized to be a member or pay membership dues of a local chamber of commerce." The State Auditor urged the City of Brooklyn Park to stop spending public funds for dues in the local chamber of commerce.

The opinion gives weight to my contention that cities should not be contributing - even indirectly - to an organization that is working to undercut the economic vitality of businesses and cities in rural areas of the state. Clearly, that is the agenda of the Minnesota Chamber of Commerce. Local chambers support that agenda by making financial contributions to the state chamber.

Attachment

COUNCIL LETTER 111703-VB

MAYOR SKALKO

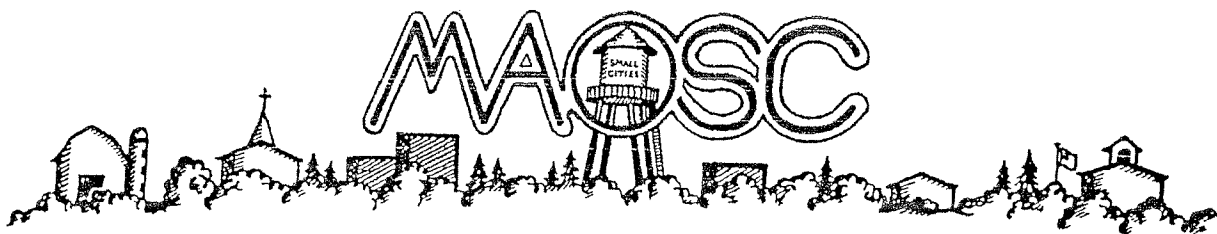
JOIN MAOSC FOR 2003-04

DATE: November 12, 2003

FROM: Gary Skalko
Mayor

Craig J. Wainio
City Administrator

Background Information: Enclosed.



Minnesota Association of Small Cities
Katherine Fenrich, Associate Director
25770 CSAH #1
Litchfield, MN 55355

320-693-1283 (phone)
320-693-1284 (fax)
maosc@mchsi.com
www.maosc.org

October 10, 2003

Dear Mayor Skalko:

As a proud sponsor of the *Minnesota Mayors Association*, I was able to visit with several Mayor's from across the State at their Annual Conference in Duluth last week. In those conversations, it became clear that there is great concern among those of us from small cities that we could bear the brunt of the "legislative axe" during the upcoming legislative session.

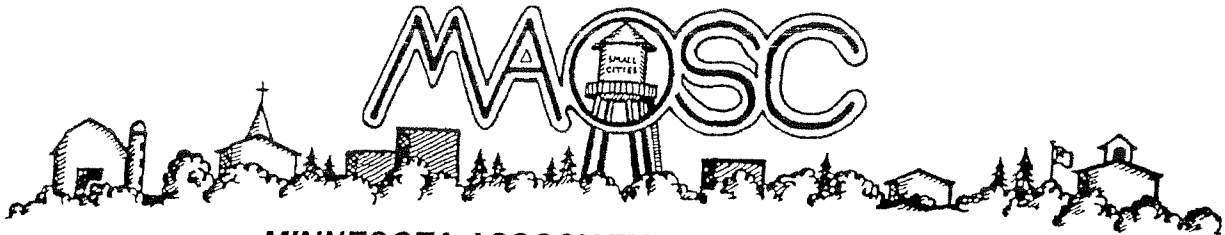
Our *Association* works on a number of issues that affect cities with populations under 5,000 , but our primary concerns are property taxes and local government aids, wastewater infrastructure funding, land use and annexation issues, and environmental concerns.

The majority of small cities don't have elected or appointed officials with either the time or the expense account to lobby on their own. However, **MAOSC will be working diligently on behalf of small cities throughout the next session, but we can only remain effective by maintaining a strong membership base.** Numbers count, and legislators are always interested in knowing which of their cities are members of our *Association*. We need your help and support, and hope you will provide it by joining MAOSC in 2003 – 2004.

I hope we can welcome you as either a new or a returning member of the *Minnesota Association of Small Cities*. Our staff welcomes any question you may have about legislative issues or the benefits of becoming a member of MAOSC. You can contact either Executive Director Nancy Larson at 320-275-3130, or myself at 320-693-1283, or email maosc@mchsi.com.

Sincerely,

Katherine Fenrich, Associate Director
Minnesota Association of Small Cities



MINNESOTA ASSOCIATION OF SMALL CITIES

2003 – 2004 MEMBERSHIP DUES

The *Minnesota Association of Small Cities* looks forward to working with and for your city during 2003 and 2004. The following is information relating to the dues structure of MAOSC. If you have any questions about this information, please contact Katherine Fenrich, Associate Director, at 320-693-1283. Thank you in advance for your membership.

Dues Structure

<u>Population</u>	<u>Base</u>	<u>Per Capita</u>
0-1000	\$ 115.00	\$ 0.30
1001-2000	\$ 145.00	\$ 0.30
2001-5000	\$ 195.00	\$ 0.30

2003 – 2004 Annual Dues Statement

City of Mountain Iron

Membership base		\$195.00
Population of 2971	multiplied by 0.30 per capita	\$891.30
Total Dues		\$1,086.30

City Clerk/Administrator Signature

Dues may be remitted to:

Minnesota Association of Small Cities
25770 CSAH #1
Litchfield, MN 55355
Phone: 320-693-1283 Fax: 320-693-1284
maosc@mchsi.com

Payment from public funds authorized by Minnesota Statutes governing city operation and functions

COUNCIL LETTER 111703-VC

MAYOR SKALKO

**REQUEST FOR PROPOSALS FOR
CITIES PROFESSIONAL SERVICES FOR 2004**

DATE: November 12, 2003

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

Background: Stressing accountability, I request that a request for proposals for 2004 be sent out for our City Attorney, Engineering, and Auditing services.



October 29, 2003

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

RE: RE: RFP 1 & 2
Phase II – Interior Renovations
Mtn. Iron Library
Mtn. Iron, Minnesota
DSGW Project # 03058

Dear Craig:

We have reviewed the attached RFP's received on October 27, 2003 and find them to be in order therefore we are recommending that they be approved. Once approved a formal change order will be issued for the project.

If you have any questions, please do not hesitate to contact our office.

Thank you.

Sincerely,

DSGW Architects, Inc.

A handwritten signature in black ink, appearing to read 'Erik C. Wedge'.

Erik C. Wedge, Associate AIA

ECW:jp

cc: Mayor Gary Skalko – City of Mtn. Iron
Karen Louma – City of Mnt. Iron Library



PROPOSAL REQUEST

RFP

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within ten days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE												
1	Toilet Venting	10/21/2003												
DESCRIPTION OF ITEM: Provide quotes to perform the following work. Mechanical contractor shall connect two new 2" vents from new lower level toilet rooms to the existing 2" vents (2 thus) located on the upper level for the upper level toilet rooms. Connect to existing vents above the floor of the upper level.		REVISIONS: 1 2 3 4												
<p>PROPOSAL - Oct. 27, 2003</p> <table> <tr> <td>Sub-bid from mechanical (encl.)</td> <td>\$ 2,392.50</td> </tr> <tr> <td>General contractor costs</td> <td>100.00</td> </tr> <tr> <td></td> <td><u>2,492.50</u></td> </tr> <tr> <td>(10%) Markup</td> <td>249.50</td> </tr> <tr> <td>Bond</td> <td>40.00</td> </tr> <tr> <td>TOTAL</td> <td>\$ 2,782.00</td> </tr> </table> <p>LENCI ENTERPRISES, INC. <i>Dale J. Hansen</i> Dale J. Hansen</p>			Sub-bid from mechanical (encl.)	\$ 2,392.50	General contractor costs	100.00		<u>2,492.50</u>	(10%) Markup	249.50	Bond	40.00	TOTAL	\$ 2,782.00
Sub-bid from mechanical (encl.)	\$ 2,392.50													
General contractor costs	100.00													
	<u>2,492.50</u>													
(10%) Markup	249.50													
Bond	40.00													
TOTAL	\$ 2,782.00													
ATTACHMENTS: N/A		<table> <tr> <th>C.O. ISSUE DATE</th> <th>STATUS</th> <th>PRICE</th> <th>APPV'D PRICE</th> </tr> <tr> <td></td> <td>1</td> <td></td> <td></td> </tr> </table>	C.O. ISSUE DATE	STATUS	PRICE	APPV'D PRICE		1						
C.O. ISSUE DATE	STATUS	PRICE	APPV'D PRICE											
	1													
RFP INITIATED BY: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR		Status Key 1. RFP Issued- DO NOT PROCEED 2. PROCEED-C.O. to Follow 3. C.O. ISSUED 4. Proposal NOT ACCEPTED												
		C.O. NO. []												

REQUESTED BY:

Erik C. Wedge
 Damberg, Scott, Gerzina, Wagner Architects Inc.
 417 2nd St., P.O. Box 1065
 Virginia, MN 55792
 (218) 741-7962
 FAX (218) 741-7967

Post-It® Fax Note	7671	Date	10/27	# of pages	3
To	ERIK	From	DALE HANSEN		
Co./Dept.	DSGW	Co.	LENCI		
Phone #		Phone #			
Fax #		Fax #			

58



PROPOSAL REQUEST

RFP

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within ten days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE												
2	Heating piping	10/21/2003												
DESCRIPTION OF ITEM: New heating piping connections to the existing heating piping shall be the same size as the existing piping. No increase in pipe sizing is required. All unused abandoned heating piping located below the old floor of the lower level shall be disconnected and removed. Cap piping behind new finished surfaces.		REVISIONS: <table border="1"> <tr><td>1</td><td></td></tr> <tr><td>2</td><td></td></tr> <tr><td>3</td><td></td></tr> <tr><td>4</td><td></td></tr> </table>	1		2		3		4					
1														
2														
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4														
<p>PROPOSAL- Oct. 27, 2003</p> <table> <tr> <td>Sub-bid from mechanical (encl.)</td> <td>\$ 370.70</td> </tr> <tr> <td>General contractor costs</td> <td>50.00</td> </tr> <tr> <td></td> <td><u>\$ 420.70</u></td> </tr> <tr> <td>(10%) Markup</td> <td>42.30</td> </tr> <tr> <td>Bond</td> <td>7.00</td> </tr> <tr> <td>TOTAL</td> <td><u>\$ 470.00</u></td> </tr> </table> <p>LENCI ENTERPRISES, INC. <i>Dale J. Hansen</i> Dale J. Hansen</p>			Sub-bid from mechanical (encl.)	\$ 370.70	General contractor costs	50.00		<u>\$ 420.70</u>	(10%) Markup	42.30	Bond	7.00	TOTAL	<u>\$ 470.00</u>
Sub-bid from mechanical (encl.)	\$ 370.70													
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(10%) Markup	42.30													
Bond	7.00													
TOTAL	<u>\$ 470.00</u>													
ATTACHMENTS: N/A														
RFP INITIATED BY: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR		<table> <tr> <th>C.O. ISSUE DATE</th> <th>STATUS</th> <th>PRICE</th> <th>APPV'D PRICE</th> </tr> <tr> <td></td> <td>1</td> <td></td> <td></td> </tr> </table> <p>Status Key 1. RFP Issued- DO NOT PROCEED 2. PROCEED-C.O. to Follow 3. C.O. ISSUED 4. Proposal NOT ACCEPTED</p> <p>C.O. NO.</p>	C.O. ISSUE DATE	STATUS	PRICE	APPV'D PRICE		1						
C.O. ISSUE DATE	STATUS	PRICE	APPV'D PRICE											
	1													

REQUESTED BY: Erik C. Wedge
 Damberg, Scott, Gerzina, Wagner Architects Inc.
 417 2nd St., P.O. Box 1065
 Virginia, MN 55792
 (218) 741-7962
 FAX (218) 741-7967



GENERAL HEATING & MECHANICAL

1922 W. Superior St.
Duluth, MN 55806
(218) 727-1888
(218) 727-8840 MS

TO: Dale
Lenci Enterprises

FROM: Jonathan D. Rohweder

DATE: October 27, 2003

RE: Mt. Iron Library ADA Renovations RFP #1 and #2

General Heating states the following cost changes for RFP #1

Material (this includes use tax)	\$595.00	
Labor	\$1,320.00	
Truck	\$100.00	
Subsistence	\$60.00	
Tools	\$100.00	
OHP	\$217.50	\$ 2,392. ⁵⁰

General Heating states the following cost changes for RFP #2

Material (this includes use tax)	\$22.00	
Labor	\$360.00	
Credit for smaller piping	\$45.00	
OHP	\$33.70	\$ 370. ⁷⁰

Sincerely,

Jonathan D. Rohweder



October 31, 2003

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

RE: RE: RFP 3 & 4
Phase II – Interior Renovations
Mtn. Iron Library
Mtn. Iron, Minnesota
DSGW Project # 03058

Dear Craig:

We have reviewed the attached RFP's received on October 30, 2003 and find them to be in order therefore we are recommending that they be approved. Once approved a formal change order will be issued for the project.

If you have any questions, please do not hesitate to contact our office.

Thank you.

Sincerely,

DSGW Architects, Inc.

A handwritten signature in black ink, appearing to read 'Erik C. Wedge', is written over the printed name.

Erik C. Wedge, Associate AIA

ECW:jp

cc: Mayor Gary Skalko – City of Mtn. Iron
Karen Louma – City of Mnt. Iron Library



PROPOSAL REQUEST

RFP

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

Please submit an Itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within ten days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

R.F.P. NO: ITEM: R.F.P. ISSUE DATE

3

Electrical conduit in Men's Toilet Room 010.

10/27/2003

DESCRIPTION OF ITEM:

Electrical Contractor to submit a price to reroute existing surface metal raceway on the west wall of the Men's Toilet Room 010. Reroute and bury conduit in North wall as necessary to feed the Women's Club Room 009. Pull new conductors as necessary between nearest junction points.

10/30/03 - Proposal

Sub-bid from Electrical sub (encl.) \$ 395.
 (10%) Markup 40.
 Bond 7.
TOTAL \$ 442.

LENCI ENTERPRISES, INC.

Dale J. Hansen

Dale J. Hansen

Sht 1 of 2

REVISIONS:

1
2
3
4

ATTACHMENTS:

N/A

C.O.
ISSUE
DATE

STATUS

PRICE

APPV'D
PRICE

	1		
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RFP INITIATED BY:

☐ OWNER
☐ ARCHITECT
☒ CONTRACTOR

Status Key

1. RFP Issued- DO NOT PROCEED
2. PROCEED-C.O. to Follow
3. C.O. ISSUED
4. Proposal NOT ACCEPTED

C.O. NO.

--

REQUESTED BY:

Erik C. Wedge
 Damberg, Scott, Gerzina, Wagner Architects Inc.
 417 2nd St., P.O. Box 1065
 Virginia, MN 55792
 (218) 741-7962
 FAX (218) 741-7967

Post-It® Fax Note	7671	Date	10/30	# of pages	8
To	ERIK	From	DALE		
Co./Dept.	DSGW	Co.	LENCI		
Phone #		Phone #			
Fax #		Fax #			

62

Oct 28 03 09:34a

howie

218-744-0444

p. 4

Proposal

Page 4 of 4 pages



HOMETOWN ELECTRIC

OF NORTHERN MN. INC.

501 13TH AVE W.

EVELETH, MN. 55734

218-744-0444

Proposal Submitted To:

Job Name

Mt. Iron Library

Job #

RFP # 3

Address

Job Location

Mt. Iron, Mn.

Date

10/28/03

Date of Plans

ASAP

Phone #

Fax #

Architect

DSGW

We hereby submit specifications and estimates for:

Base bid material and labor to reroute existing surface raceway on the east wall of men's toilet room 010. Refeed existing circuits from nearest junction points

\$395.00

Total

\$395.00

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ Three Hundred Ninety-Five Dollars & no/100 Dollars

with payments to be made as follows:

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted

Note — this proposal may be withdrawn by us if not accepted within _____ days

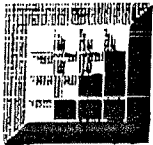
Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

**PROPOSAL REQUEST****RFP**

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

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R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE											
4	Light outside Women's Toilet Room 004.	10/27/2003											
DESCRIPTION OF ITEM: Contractor to submit a price to add one light fixture outside Women's Toilet Room 004 - similar to light fixture outside of Men's Toilet Room 010. Connect to existing circuit and add switching similar to configuration at Men's Toilet Room 010. All wiring to be #12.		REVISIONS: <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="width:5%;">1</td><td style="width:95%;"></td></tr> <tr><td>2</td><td></td></tr> <tr><td>3</td><td></td></tr> <tr><td>4</td><td></td></tr> </table>	1		2		3		4				
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<div style="border: 1px solid black; padding: 5px; margin: 5px;"> <p>10/30/03 - Proposal</p> <table style="width:100%;"> <tr> <td style="text-align: right;">Sub-bid from Electrical sub (encl.)</td> <td style="text-align: right;">510.</td> </tr> <tr> <td style="text-align: right;">(10%) Markup</td> <td style="text-align: right;">51.</td> </tr> <tr> <td style="text-align: right;">Bond</td> <td style="text-align: right;">9.</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">\$ 570.</td> </tr> </table> <p style="text-align: center;">LENCI ENTERPRISES, INC.</p> <p>Sht 1 of 2 <i>Dale J. Hansen</i> Dale J. Hansen</p> </div>			Sub-bid from Electrical sub (encl.)	510.	(10%) Markup	51.	Bond	9.	TOTAL	\$ 570.			
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	1												

REQUESTED BY: Erik C. Wedge
 Damberg, Scott, Gerzina, Wagner Architects Inc.
 417 2nd St., P.O. Box 1065
 Virginia, MN 55792
 (218) 741-7962
 FAX (218) 741-7967



Proposal

HOMETOWN ELECTRIC

OF NORTHERN MN. INC.
501 13TH AVE W.
EVELETH, MN. 55734
218-744-0444

Page 4 of 4 pages

Proposal Submitted To:	Job Name	Job #
	Mt. Iron Library	RFP # 4
Address	Job Location	
	Mt. Iron, Mn.	
Phone #	Date	Date of Plans
	10/28/03	ASAP
Fax #	Architect	
	DSGW	

We hereby submit specifications and estimates for:

Base bid material and labor to add one light fixture outside women's toilet room 004. Connect to existing circuit and add switching similar to configuration at men's toilet room 010.

\$510.00

Total ***\$510.00***

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ Five Hundred Ten Dollars & no/100

with payments to be made as follows: _____ Dollars

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate, all agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____



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communities
through
architecture

October 30, 2003

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

RE: RE: RFP 5 & 6
Phase II – Interior Renovations
Mtn. Iron Library
Mtn. Iron, Minnesota
DSGW Project # 03058

Dear Craig:

We have reviewed the attached RFP's received on October 30, 2003 and find them to be in order therefore we are recommending that they be approved. Once approved a formal change order will be issued for the project.

If you have any questions, please do not hesitate to contact our office.

Thank you.

Sincerely,

DSGW Architects, Inc.

A handwritten signature in black ink, appearing to read 'Erik C. Wedge', written over a horizontal line.

Erik C. Wedge, Associate AIA

ECW:jp

cc: Mayor Gary Skalko – City of Mtn. Iron
Karen Louma – City of Mnt. Iron Library

**PROPOSAL REQUEST****RFP**

Project: Mnt. Iron Library ADA Renovations Phase II
 Architect: Damberg, Scott, Gerzina, Wagner Architects
 Owner: City of Mountain Iron
 Contractor: Lenci Enterprises
 Contract For: All Construction

Arch. Project #: 03058

Please submit an Itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within ten days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

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R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE								
5	Revise ceilings in Women's Toilet Room 004 and Men's Toilet Room 010 to SAT DESCRIPTION OF ITEM: SAT to be USG Aspen Illusion 2 x 4 tile with face cut Illusion Two/24. Ceiling will be 8'-0" A.F.F. Ceiling to run into widow with white metal trim extending from S.A.T. ceiling to top of window. Provide credit for removing g. bd. ceiling. Electrical Contractor to submit a price to change light fixtures in Toilet rooms 004 and 010 from surface mounted fluorescent fixtures to 2'x4' recessed, 2-lamp fluorescent type with electronic ballasts. Fixtures shall have pattern #12 acrylic lens and be complete with 120V ballast and t-8 octron lamps. Provide credit for removing surface mounted light fixtures. PROPOSAL - 10/30/03 <div style="display: flex; justify-content: space-between;"> <div>NO PRICE CHANGE !</div> <div> LENCI ENTERPRISES, INC. <i>Dale J. Hansen</i> Dale J. Hansen </div> </div>	10/27/2003								
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ISSUE DATE	STATUS	PRICE	APPV'D PRICE							
	1									

REQUESTED BY: Erik C. Wedge
 Damberg, Scott, Gerzina, Wagner Architects Inc.
 417 2nd St., P.O. Box 1065
 Virginia, MN 55792
 (218) 741-7982
 FAX (218) 741-7967

**PROPOSAL REQUEST****RFP**

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

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R.F.P. NO: ITEM: R.F.P. ISSUE DATE

6

Replace rotten wood studs @ Women's Toilet Room 004 and Men's Toilet Room 010 on exterior walls as required for new construction.

10/27/2003

DESCRIPTION OF ITEM:**REVISIONS:**

Replace rotten wood studs @ Women's Toilet Room 004 and Men's Toilet Room 010 on exterior walls as required for new construction. Remove plaster as needed for replacement replace plaster with fiber cement board at all tile locations and g. bd. at all paint locations.

Proposal - 10/30/03

Gen. contractor labor	\$ 779.
Gen. contractor material	220.
Gyp. Bd./Plaster sub-bid (encl.)	519.
	<u>\$1,518.</u>
(10%) Markup	152.
Bond	25.
TOTAL	<u>\$1,695.</u>

LENCI ENTERPRISES, INC.

Sht 1 of 3

ATTACHMENTS: Dale J. Hansen

N/A

C.O.
ISSUE
DATE

STATUS

PRICE

APPV'D
PRICE

1

RFP INITIATED BY:

☐ OWNER
☐ ARCHITECT
☒ CONTRACTOR

Status Key

1. RFP Issued- DO NOT PROCEED
2. PROCEED-C.O. to Follow
3. C.O. ISSUED
4. Proposal NOT ACCEPTED

C.O. NO.

REQUESTED BY:

Erik C. Wedge
 Damberg, Scott, Gerzina, Wagner Architects Inc.
 417 2nd St., P.O. Box 1085
 Virginia, MN 55792
 (218) 741-7962
 FAX (218) 741-7967

Dwayne Young, Inc.
Plaster & Drywall Contractor
P.O. Box 639
2201 Bardwell Drive NW
Bemidji, MN 56619-0639
(218) 751-5770 * Fax (218) 751-5782
e-mail: younginc@paulbunyan.net

October 27, 2003

Lenci Enterprises, Inc.
Virginia, MN 55792

Attn: Dale Hansen, General Contractor

Re: Mt. Iron Library – ADA Renovations (Phase II)
Mt. Iron, MN

Change Order Proposal To:
R.F.P. #5

Mr. Hansen:

Enclosed is a breakdown for the resources we feel are necessary in doing the following:

- 1) Credit construction of the gypsum wallboard ceilings in Women's Toilet Room 004 & Men's Toilet Room 010.

If accepted,

CREDIT: \$619.00

Authorized
Signature



Kyle Young, President/Owner

70

417 South Second Street Virginia, Minnesota 55792
tel 218-741-7962 fax 218-741-7967 www.dsgw.com



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communities
through
architecture

MEMO

project Mtn. Iron Library
ADA Renovations
Phase II
project # 03058
subject RFP's 1 - 6 Additional Information
date October 27, 2003
from Erik C. Wedge DSGW Virginia
to Craig Wainio City of Mtn. Iron
cc Mayor Gary Skalko City of Mtn. Iron
Karen Luoma Mtn. Iron Library

Following is additional information on the attached RFP's 1 - 6:

- RFP #1 After removing the plaster the wall the contractor found that the existing toilet venting did not meet code. Existing toilet vent piping is too small to reconnect new venting to.
- RFP #2 Some of the heat piping was specified to be larger than the existing piping. This RFP clarifies the size requirements of the piping. Also, some additional heat piping was found under the floor of the toilet rooms that can be abandoned.
- RFP #3 An existing surface metal raceway on the west wall of the Men's Toilet Room 010 needs to be relocated to not interfere with the new porcelain tile being installed on the walls.
- RFP #4 Outside Women's Toilet Room 004 a light fixture was scheduled for demolition. No new light fixture was scheduled. A new fixture needs to be specified for this area.
- RFP #5 Revising the ceilings from gypsum board to suspended acoustical tile. The electrical contractor has some junction boxes above the new specified gypsum board ceiling that would be difficult to relocate. By changing the ceiling from gypsum board to SAT the electrical contractor will not have to move his junction boxes. No junction boxes are allowed above an inaccessible ceiling. The gypsum board ceiling would have needed an access panel added to access the junction box. Revising the ceiling to SAT will make the ceiling accessible.

7 1

417 South Second Street Virginia, Minnesota 55792
tel 218-741-7962 fax 218-741-7967 www.dsgw.com



*enriching
communities
through
architecture*

MEMO

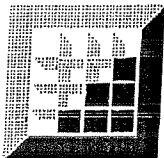
RFP #6 On the exterior walls some of the wood studs are rotten and need to be replaced.

If you have any questions or concerns about these issued RFP's please feel free to contact me. The RFP's have been issued but no authorization to proceed has been given. I will need to review pricing with you and the counsel once received.

On a side note have you found out if we need a detailed structural analysis concerning live loads for the grant yet? If we do I will need to contact Northland Engineering to write the report ASAP. Please let me know so I can finish answering the highlighted areas.

END OF MEMO

72

**PROPOSAL REQUEST****RFP**

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

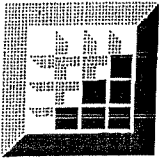
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R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE											
1	Toilet Venting	10/21/2003											
DESCRIPTION OF ITEM: Provide quotes to perform the following work. Mechanical contractor shall connect two new 2" vents from new lower level toilet rooms to the existing 3" vents (2 thus) located on the upper level for the upper level toilet rooms. Connect to existing vents above the floor of the upper level.		REVISIONS: <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 5%; text-align: center;">1</td><td></td></tr><tr><td style="text-align: center;">2</td><td></td></tr><tr><td style="text-align: center;">3</td><td></td></tr><tr><td style="text-align: center;">4</td><td></td></tr></table>	1		2		3		4				
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REQUESTED BY: Erik C. Wedge
Damberg, Scott, Gerzina, Wagner Architects Inc.
417 2nd St., P.O. Box 1065
Virginia, MN 55792
(218) 741-7962
FAX (218) 741-7967

73

**PROPOSAL REQUEST****RFP**

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

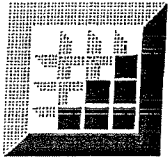
Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within ten days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE								
2	Heating piping	10/21/2003								
DESCRIPTION OF ITEM: New heating piping connections to the existing heating piping shall be the same size as the existing piping. No increase in pipe sizing is required. All unused abandoned heating piping located below the old floor of the lower level shall be disconnected and removed. Cap piping behind new finished surfaces.		REVISIONS: <table border="1"><tr><td>1</td><td></td></tr><tr><td>2</td><td></td></tr><tr><td>3</td><td></td></tr><tr><td>4</td><td></td></tr></table>	1		2		3		4	
1										
2										
3										
4										
ATTACHMENTS: N/A										
RFP INITIATED BY: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR										
Status Key 1. RFP Issued- DO NOT PROCEED 2. PROCEED-C.O. to Follow 3. C.O. ISSUED 4. Proposal NOT ACCEPTED		C.O. NO. <table border="1"><tr><td></td></tr></table>								
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	1									

REQUESTED BY: Erik C. Wedge
Damberg, Scott, Gerzina, Wagner Architects Inc.
417 2nd St., P.O. Box 1065
Virginia, MN 55792
(218) 741-7962
FAX (218) 741-7967

74

**PROPOSAL REQUEST****RFP**

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
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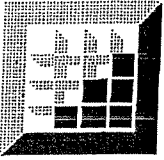
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R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE								
3	Electrical conduit in Men's Toilet Room 010.	10/27/2003								
DESCRIPTION OF ITEM: Electrical Contractor to submit a price to reroute existing surface metal raceway on the west wall of the Men's Toilet Room 010. Reroute and bury conduit in North wall as necessary to refeed the Women's Club Room 009. Pull new conductors as necessary between nearest junction points.		REVISIONS: 1 2 3 4								
ATTACHMENTS: N/A										
<table border="1"><thead><tr><th>C.O. ISSUE DATE</th><th>STATUS</th><th>PRICE</th><th>APPV'D PRICE</th></tr></thead><tbody><tr><td></td><td>1</td><td></td><td></td></tr></tbody></table>			C.O. ISSUE DATE	STATUS	PRICE	APPV'D PRICE		1		
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75

**PROPOSAL REQUEST****RFP**

Project: Mnt. Iron Library ADA Renovations Phase II
Architect: Damberg, Scott, Gerzina, Wagner Architects
Owner: City of Mountain Iron
Contractor: Lenci Enterprises
Contract For: All Construction

Arch. Project #: 03058

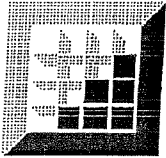
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R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE								
4	Light outside Women's Toilet Room 004.	10/27/2003								
DESCRIPTION OF ITEM: Contractor to submit a price to add one light fixture outside Women's Toilet Room 004 – similar to light fixture outside of Men's Toilet Room 010. Connect to existing circuit and add switching similar to configuration at Men's Toilet Room 010. All wiring to be #12.		REVISIONS: 1 2 3 4								
ATTACHMENTS: N/A										
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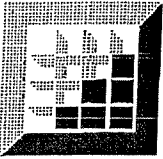
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R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE
5	Revise ceilings in Women's Toilet Room 004 and Men's Toilet Room 010 to SAT	10/27/2003
DESCRIPTION OF ITEM:		REVISIONS:
<p>SAT to be USG Aspen Illusion 2 x 4 tile with face cut illusion Two/24. Ceiling will be 8'-0" A.F.F. Ceiling to run into widow with white metal trim extending from S.A.T. ceiling to top of window.</p> <p>Provide credit for removing g. bd. ceiling.</p> <p>Electrical Contractor to submit a price to change light fixtures in Toilet rooms 004 and 010 from surface mounted fluorescent fixtures to 2'x4' recessed, 2-lamp fluorescent type with electronic ballasts. Fixtures shall have pattern #12 acrylic lens and be complete with 120V ballast and t-8 octron lamps.</p> <p>Provide credit for removing surface mounted light fixtures.</p>		1
		2
		3
		4
ATTACHMENTS:		
<div style="border: 1px solid black; height: 60px; width: 100%;"></div>		
<div style="display: flex; justify-content: space-between;"><div>RFP INITIATED BY: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR</div><div style="text-align: center;">C.O. ISSUE DATE <div style="border: 1px solid black; width: 80px; height: 20px; margin: 0 auto;"></div></div><div style="text-align: center;">STATUS <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; text-align: center;">1</div></div><div style="text-align: center;">PRICE <div style="border: 1px solid black; width: 80px; height: 20px; margin: 0 auto;"></div></div><div style="text-align: center;">APPV'D PRICE <div style="border: 1px solid black; width: 80px; height: 20px; margin: 0 auto;"></div></div></div>		
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77

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Contract For: All Construction

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R.F.P. NO:	ITEM:	R.F.P. ISSUE DATE											
6	Replece rotten wood studs @ Women's Toilet Room 004 and Men's Toilet Room 010 on exterior walls as required for new construction.	10/27/2003											
DESCRIPTION OF ITEM: Replece rotten wood studs @ Women's Toilet Room 004 and Men's Toilet Room 010 on exterior walls as required for new construction. Remove plaster as needed for replacement replace plaster with fiber cement board at all tile locations and g. bd. at all paint locations.		REVISIONS: <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 5%; text-align: center;">1</td><td></td></tr><tr><td style="text-align: center;">2</td><td></td></tr><tr><td style="text-align: center;">3</td><td></td></tr><tr><td style="text-align: center;">4</td><td></td></tr></table>	1		2		3		4				
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REQUESTED BY: Erik C. Wedge
Damberg, Scott, Gerzina, Wagner Architects Inc.
417 2nd St., P.O. Box 1065
Virginia, MN 55792
(218) 741-7962
FAX (218) 741-7967



October 29, 2003

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

RE: Application for Payment No. One (1)
Phase II – Interior Renovations
Mtn. Iron Library
Mtn. Iron, Minnesota
DSGW Project # 03058

Dear Craig:

Enclosed please find three (3) copies of the Application and Certificate for Payment No. One (1), on the above subject project, from Lenci Enterprises, for \$20,330.00.

We have reviewed & approved this application for payment and trust that you will pay the contractor directly.

If you have any questions, please do not hesitate to contact our office.

Sincerely,

DSGW Architects, Inc.

A handwritten signature in black ink that reads 'Erik C. Wedge' followed by a stylized flourish or initial.

Erik C. Wedge
Project Manager

ECW:jp

enc.

cc: Lenci Enterprises

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: City of Mountain Iron 8586 Enterprise Drive South Mountain Iron, MN 55768

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

PROJECT: Phase II Interior Renovations
Mountain Iron Library ADA
Mountain Iron, MN 55768

APPLICATION NO.: ONE
PERIOD TO: 10/28/03
PROJECT NOS.:

CONTRACT FOR: Complete construction

VIA ARCHITECT: Damberg Scott Gerzina Wagner
P.O. Box 1065
Virginia, MN 55792

Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐

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 \$ 64,500.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 64,500.00
4. TOTAL COMPLETED & STORED TO DATE \$ 21,400.00
(Column G on G703)
5. RETAINAGE:
a. 5 % of Completed Work \$ 1,070.00
(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) \$ 1,070.00
6. TOTAL EARNED LESS RETAINAGE \$ 20,330.00
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate) \$
8. CURRENT PAYMENT DUE \$ 20,330.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6) \$ 44,170.00

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

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.

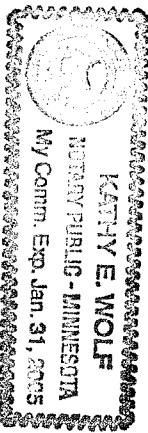
CONTRACTOR: Lenci Enterprises, Inc.

By: [Signature] Date: 10/28/03

State of:

County of:

Subscribed and sworn to before me this _____ day of _____



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 \$ 20,330.00

(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: 10.28.03

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

FILED IN MT. IRON LIBRARY AND RECORDS DEPARTMENT
MT. IRON, MINNESOTA


AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 2 OF 2 PAGES

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.: ONE
APPLICATION DATE: 10/28/03
PERIOD TO: 10/28/03
ARCHITECT'S PROJECT NO.:

ARCHITECT'S PROJECT NO.:									
A ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
1.	General Conditions	\$ 6,000.		4,800.		4,800.	80	1,200.	
2.	Concrete Work	10,100.		10,100.		10,100.	100		
3.	Demolition	3,700.		3,700.		3,700.	100		
4.	Metal Handrails	1,200.		1,200.		1,200.	100		
5.	Rough Carpentry	2,700.					100		
6.	Millwork	600.						2,700.	
7.	Doors & Hardware	3,000.						600.	
8.	Gypsum Board/Plaster	8,800.		500.		500.	17	2,500.	
9.	Ceramic Tile	8,000.						8,800.	
10.	Painting	1,300.						8,000.	
11.	Toilet Accessories	1,200.						1,300.	
12.	Mechanical	10,500.						1,200.	
13.	Electrical	7,400.		1,100.		1,100.	15	10,500.	
		\$64,500.						6,300.	
				21,400.		21,400.		43,100.	



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AVENUE, N.W., WASHINGTON, D.C. 20006-5297 • WASHINGTON, D.C. 20006-5297



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G703-1992

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side) PAGE ONE OF 2 PAGES

TO OWNER:

City of Mountain Iron
8586 Enterprise Drive South
Mountain Iron, MN 55768

PROJECT:

Phase II Interior Renovations
Mountain Iron Library ADA
Mountain Iron, MN 55768

APPLICATION NO.: ONE

PERIOD TO: 10/28/03

PROJECT NOS.:

FROM CONTRACTOR: Lenci Enterprises, Inc.

VIA ARCHITECT:

Damberg Scott Gerzina Wagne
P.O. Box 1065
Virginia, MN 55792

CONTRACT DATE: 9/22/03

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.

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- Total Retainage (Line 5a + 5b or
Total in Column I of G703) \$ 1,070.00
6. **TOTAL EARNED LESS RETAINAGE** \$ 20,330.00
(Line 4 less Line 5 Total)
7. **LESS PREVIOUS CERTIFICATES FOR PAYMENT**
(Line 6 from prior Certificate) \$
8. **CURRENT PAYMENT DUE** \$ 20,330.00
9. **BALANCE TO FINISH, INCLUDING RETAINAGE**
(Line 3 less Line 6) \$ 44,170.00

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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: 10/28/03

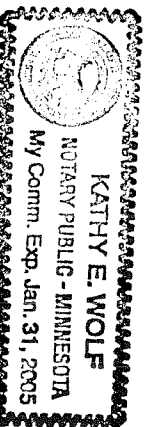
State of:

County of:

Subscribed and sworn to before me this _____ day of _____

Notary Public:

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

\$ 20,330.00

(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:

By: [Signature]

Date:

10.28.03

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.



AIA DOCUMENT G702 • APPLICATION AND CERTIFICATE FOR PAYMENT • 1992 EDITION • AIA® • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292 • WARNING: Unauthorized photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.

G702-1992

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CONTINUATION SHEET

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MT. KRON, MINNESOTA

AIA DOCUMENT G703

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APPLICATION DATE: 10/28/03
PERIOD TO: 10/28/03
ARCHITECT'S PROJECT NO.:

A ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		COMPLETED TO DATE (D+E+F)	% (G ÷ C)		
1.	General Conditions	\$ 6,000.		4,800.		4,800.	80	1,200.	
2.	Concrete Work	10,100.		10,100.		10,100.	100		
3.	Demolition	3,700.		3,700.		3,700.	100		
4.	Metal Handrails	1,200.		1,200.		1,200.	100		
5.	Rough Carpentry	2,700.							
6.	Millwork	600.						2,700.	
7.	Doors & Hardware	3,000.						600.	
8.	Gypsum Board/Plaster	8,800.		500.		500.	17	2,500.	
9.	Ceramic Tile	8,000.						8,800.	
10.	Painting	1,300.						8,000.	
11.	Toilet Accessories	1,200.						1,300.	
12.	Mechanical	10,500.						1,200.	
13.	Electrical	7,400.		1,100.		1,100.	15	10,500.	
		\$64,500.						6,300.	
				21,400.		21,400.		43,100.	



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G703-1992

APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF 2 PAGES

TO OWNER: City of Mountain Iron
8586 Enterprise Drive South
Mountain Iron, MN 55768

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

CONTRACT FOR: Complete construction

PROJECT: Phase II Interior Renovations
Mountain Iron Library ADA
Mountain Iron, MN 55768

VIA ARCHITECT: Damberg Scott Gerzina Wagne
P.O. Box 1065
Virginia, MN 55792

APPLICATION NO: ONE
PERIOD TO: 10/28/03
PROJECT NOS:

Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR
☐

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..... \$ 64,500.00
2. Net change by Change Orders..... \$
3. CONTRACT SUM TO DATE (Line 1 + 2)..... \$ 64,500.00
4. TOTAL COMPLETED & STORED TO DATE..... \$ 21,400.00
(Column G on G703)
5. RETAINAGE:
 - a. 5 % of Completed Work..... \$ 1,070.00
(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)..... \$ 1,070.00
6. TOTAL EARNED LESS RETAINAGE..... \$ 20,330.00
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)..... \$
8. CURRENT PAYMENT DUE..... \$ 20,330.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)..... \$ 44,170.00

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

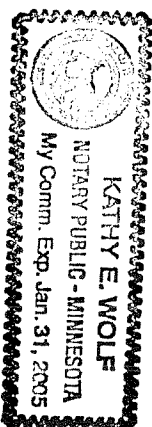
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates 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: 10/28/03

State of: _____
County of: _____
Subscribed and sworn to before me this _____ day of _____

Notary Public:
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..... \$ 20,330.00

(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.)

By: [Signature] Date: 10/28/03

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

MT. IRON, MINNESOTA

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.: ONE
APPLICATION DATE: 10/28/03
PERIOD TO: 10/28/03
ARCHITECT'S PROJECT NO.:

PAGE 2 OF 2 PAGES

ARCHITECT'S PROJECT NO.:									
A ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
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COUNCIL LETTER 111703-VF

COUNCILOR ROSKOSKI

ANGLE PARKING

DATE: November 14, 2003

FROM: Ed Roskoski
City Councilor

Craig J. Wainio
City Administrator

Follow-up: The completion deadline should be changed for the Mountain Avenue angle parking.

COUNCIL LETTER 111703-VG**COUNCILOR ROSKOSKI****PAYMENT/SUGGESTION BOX LABELS**

DATE: November 14, 2003

FROM: Ed Roskoski
City Councilor

Craig J. Wainio
City Administrator

Follow-up: A deadline should be put on the payment/suggestion box label project.

COUNCIL LETTER 111703-VH**COUNCILOR ROSKOSKI****BRUSH PILE BY CITY GARAGE**

DATE: November 14, 2003

FROM: Ed Roskoski
City Councilor

Craig J. Wainio
City Administrator

Follow-up: Because of numerous complaints about unsightliness and extra hauling time, a new plan/procedure should be looked at.



88
CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 38-03

CHARITABLE GAMBLING

WHEREAS, the American Legion Post 220 has been operating a Class A Charitable Gambling Operation Permit consisting of bingos, raffles, paddlewheels, tip boards and pull-tabs at the American Legion Post 220, and;

WHEREAS, the American Legion Post 220 is requesting that their Class A Charitable Gambling Permit be renewed.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that it hereby renews said premise permit.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF NOVEMBER, 2003.

ATTEST:

Mayor Gary Skalko

City Administrator

COMMUNICATIONS
NOVEMBER 17, 2003

1. James R. Techar, Superintendent of Mountain Iron-Buhl Public Schools, a letter thanking the City for assistance for the State football playoff game.
2. John Sundvor, Senior Media Consultant for Flaherty & Hood, P.A., a memo from Tim Flaherty concerning guest columns written by Rep. William Kuisle, R-District 30B and Austin Mayor Bonnie Rietz, CGMC president. The guest columns are also included.
3. Gary Skalko, Downtown Renovation Committee Chairperson, a letter in support of seeking ADA monies under the Public Library Accessibility Grant.
4. Gary Skalko, Downtown Renovation Committee Chairperson, a letter in support of seeking the TEA-21 Grant.

Mountain Iron-Buhl Public Schools
Independent School District 712
P.O. Box 537
Mt. Iron, Minnesota 55768

Tel: 218 741-4809
Fax: 218 735-8244

James R. Techar
Superintendent

November 10, 2003

To: Mt. Iron City Council
8586 Enterprise Dr. S.
Mt. Iron, MN 55768

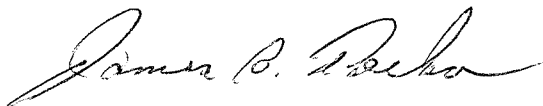
Gentleman:

On behalf of the Mt. Iron-Buhl School District, I would like to express our sincere thanks for all your help, especially this past week when we hosted a State playoff game. As you know, the weather was not cooperative and without the help of your crew and equipment, I don't know if we could have hosted the game. We really appreciate you offering your assistance in the beginning, but the actual help was tremendous. You should be proud of your employees and the positive attitude they had while helping us out.

I hope you will convey to the many individuals our sincere appreciation, especially to the boom truck crew and their assistance, the recreation department and the use of the bleachers and especially the sweeper operator, your administrators and everyone else who helped out. We realize that City work was postponed but we can be proud that our community presented a positive image. The comments from the visiting team were very positive and we owe much of the credit for these positive accolades to your crews.

I have appreciated the positive working relationship that I have had with the City since becoming the superintendent but this past week has been exceptional. We are very lucky to be able to count on each other when a special need arises. Thanks again to each of you and a special thanks to all your employees who stepped forward. We do appreciate you.

Sincerely yours,



James R. Techar
Superintendent

Craig J. Wainio

From: John H. Sundvor [jhsundvor@flaherty-hood.com]
Sent: Monday, November 10, 2003 1:55 PM
Subject: A memo from Tim Flaherty



Guest Column3
 (093003).doc (62...



Kuisle column
 (11-06-03).doc (...)

MEMORANDUM

To: CGMC Members
From: Tim Flaherty
Date: November 10, 2003
Re: Rep. Bill Kuisle's guest column

Rep Kuisle, R-Rochester, wrote a guest column November 6, criticizing the CGMC for a guest column written by Mayor Rietz, CGMC president. Rep. Kuisle's attack is an attempt to divert attention from the fact that he and many of his colleagues pushed a tax increase onto many rural taxpayers, while protecting the taxpayers in the rich suburbs.

Both guest columns are attached. You should read them, because Rep Kuisle's column has been sent to all rural Republican House members and was published in the Rochester Post-Bulletin. It may also appear in other greater Minnesota newspapers. Mayor Rietz is unable to respond to Rep Kuisle's attack, because the newspaper believes she has already had her turn. But you can respond with a letter of 225 words if his column appears in your local paper.

Below are my comments on Rep Kuisle's column:

1. He is wrong; we did not attack rural Republicans for "reforming and restructuring LGA". We criticized them for not representing rural taxpayers. They under funded Local Government Aid and made unbalanced funding cuts. The biennial state general fund deficit was 14percent, while the LGA funding reduction was 25percent. The final budget bill relied heavily on cutting funding for LGA, a property tax relief program that primarily benefits greater Minnesota, and made no permanent cuts in the two property tax relief programs that heavily benefit the metro area - transit aid and the city market value credit.

2. Mayor Rietz is not a "figurehead" and the CGMC is not a "DFL Party mouthpiece," as Rep Kuisle asserts. Mayor Rietz is president and chief spokesperson for the CGMC. The CGMC is a member-driven organization that has advocated for LGA funding for over 20 years. Its members include city officials who are Republicans, Democrats, Independents and many who have no party affiliation. In the past, it has opposed proposed cuts in LGA funding or elimination of the property tax relief program by Democrats (Governor Perpich and some DFL House members), Republicans (Governor Carlson and some House Republicans), and Independents (Governor Ventura). For 20 years, the CGMC has had a consistent position and advocacy program for LGA. Republicans (the governor, auditor, and legislators) aggressively attacked the LGA program this year and slashed its funding by 25 percent. Only seven out of 42 House Republicans voted against the House tax bill and for an amendment by Rep. Dan Dorman, R-Albert Lea, to make the cuts equitable. Rep Kuisle and many other House Republicans supported excessive and unfair LGA cuts. All CGMC cities, including those with Republican mayors, opposed the House funding cuts. No one is seriously challenging the proposition that the LGA cuts were spearheaded by Republicans and that the Senate DFL

surrendered rather than fight.

3. Accusing the CGMC of "using selective figures when spinning their propaganda" is ridiculous. Rep Kuisle should look at his own party - remember the governor and auditor tried to minimize the cuts by calling them 3 to 5 percent of city budgets. Rep Kuisle is being selective by refusing to look at more than LGA. He continues to argue that the cuts were fair because the wealthy suburbs either lost 100 percent of their LGA or didn't receive any to begin with. While that is true, those suburbs do get significant property tax relief from the state in the form of transit aid - which was not cut - and the Market Value Credit, a program whose cuts will be restored in 2005. See the graphics and computer simulations 1 and 1a on the CGMC website (www.greatermncities.org) to see how unfair cuts are. Look at their impact on Rep Kuisle's own district.

4. Rep Kuisle is just incorrect in his assertion that the LGA distribution formula was based on the notion that the more a city gets the more it spends. That is a suburban argument that has no factual basis. The LGA formula was changed in the early 1990s to totally disconnect city spending from LGA. City spending increased only 2.6 percent between 1990 and 2000 in real dollars per capita. During that same period, the state's general fund spending increased 17 percent.

5. His claim that the CGMC wants to defeat rural republicans to "get the old, manipulated formula back" is wrong. The CGMC simply wants the new formula fully funded and some of the inequities in the new formula fixed. We want the rural Republicans to support LGA and the restoration of some of the LGA cuts, so that the new formula can be fully funded. We want rural Republicans to better represent their districts and to oppose the current Republican policy of shifting the burden of funding government onto local governments and their property taxpayers.

6. The CGMC is not recommending that cities "raise property taxes through the roof". The CGMC is recommending that city officials tell their residents that the service cuts and tax increases are caused by the Legislature and the governor, not by fiscal mismanagement or increased spending by cities. Remember, it's the state Legislature that changed the truth in taxation statements in order to hide from taxpayers the impact of the state cuts in property tax relief. The CGMC is simply trying to inform the public about the implications of the cuts.

7. Rep Kuisle should ask who started the "regional warfare" - the CGMC, or the governor, the state auditor, and suburban Republicans. Rep Kuisle's pacifist approach will only result in more and more state resources being drained from greater Minnesota and sent to the Twin Cities metro area.

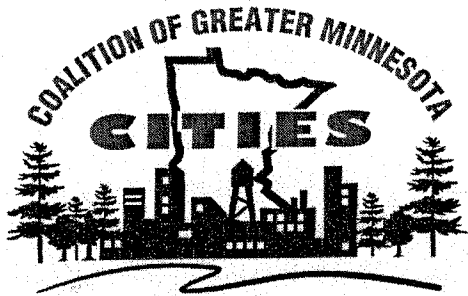
8. Rep. Kuisle holds St Paul up as an example of a city that lost LGA without cutting essential services or raising taxes. Most cities don't finance their snowplowing operations with user fees. They don't think they should model their finances after St. Paul's.

We will spend more time discussing Rep Kuisle's column at our membership meeting Nov 21 in Alexandria. He is using the same arguments the governor and many suburban Republicans make. I suspect it will become the Republican Caucus' spin and will be adopted by more rural Republican House members. Instead of defending their position against LGA, they are trying to hide behind false accusations that the CGMC and its leaders are acting as a "mouthpiece" of the Democrats.

<<Guest Column3 (093003).doc>> <<Kuisle column (11-06-03).doc>>

John Sundvor

Senior Media Consultant
Flaherty & Hood, P.A.
444 Cedar Street, Suite 1200
St. Paul, Minn. 55101
Phone: (651) 225-8840
FAX: (651) 225-9088
E-Mail: jhsundvor@flaherty-hood.com



Dedicated to a Strong Greater Minnesota

September 30, 2003

Guest Column

If greater Minnesota is to thrive, the basic rules of legislative service must not be changed to accommodate a political agenda. Greater Minnesota has needs that are far more important than the momentary wishes of a political caucus.

Our legislators must represent us, not the narrow interests of a handful of affluent suburbs. They must be willing to fight for greater Minnesota, and then level with us after the battle has been fought.

Unfortunately, that does not always happen. At times, that mandate is sacrificed for the sake of partisan games. At times, legislators do one thing at the Capitol and then try to convince those of us at home that they have done something else.

While House Majority Leader Erik Paulsen boasts that Republicans balanced the state's budget last session without raising taxes on working families, local government officials can tell you the "rest of the story." Many mayors and city council members in greater Minnesota have been forced to ask their taxpayers to pay more for fewer services because of the Legislature's budget-balancing strategy.

Some cities are proposing 22 percent increases in local property taxes to partially offset the loss of state aid. Those tax increases were forced on local taxpayers by a governor and legislators unwilling to spread a needed tax increase equally among all taxpayers.

Last spring, the governor and Republican leaders in the Legislature responded to a \$4.23 billion budget deficit by drafting legislation to reduce state aid to cities by \$170 million.

The cuts were both unbalanced and excessive. They targeted Minneapolis, St. Paul and cities throughout greater Minnesota with low property wealth, and largely spared the wealthy Twin Cities suburbs.

Those taxpayers that received major property tax relief from the 2001 tax bill were inconvenienced by the initiatives sponsored by the governor and Republican legislative leaders, while those who received the least benefit from the tax changes were expected to sacrifice to help solve the budget deficit.

Edina taxpayers received \$474 per person in tax relief, while Worthington taxpayers received only \$131 per capita in tax relief from the 2001 tax bill. Despite that imbalance,

Republicans in the Legislature – many of them from rural Minnesota – demanded that Worthington taxpayers contribute the equivalent of \$79 per person to help balance the state budget. Edina residents, meanwhile, were asked to contribute only \$13 per person towards solving the budget deficit.

State funding for Local Government Aid, a property tax relief program for taxpayers in cities with low property wealth or high needs, was reduced 25 percent by the Legislature last spring. The impact of the funding cut on Minneapolis, St. Paul, lower-valued suburban communities and cities throughout greater Minnesota has been severe.

In communities across Minnesota, police and fire vacancies have not been filled. Fergus Falls discontinued life guard service at its city beaches last summer and will not open its skating rinks this winter.

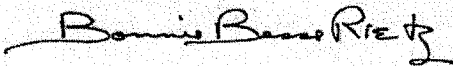
Other communities have either temporarily closed their libraries or ordered them to close early. East Grand Forks chose to deal with a \$992,000 reduction in state aid in part by imposing user fees on library patrons. The state of Minnesota responded by removing the facility from its list of public libraries.

Even before funding for Local Government Aid was reduced, the average property tax rate in greater Minnesota was nine percentage points higher than the average rate in the Twin Cities. Clearly, the cuts imposed on greater Minnesota cities will only exacerbate the tax disparity that already exists between some Twin Cities suburbs and outstate Minnesota.

For years, governors and legislators have held that elected officials must be accountable for the decisions they make. We in the Coalition of Greater Minnesota Cities believe it is time for that accounting process to begin. If rural legislators believed strongly enough last spring to vote for a legislative course of action that will drive up property taxes in many outstate cities, they should now be prepared to honestly defend that vote at home.

Our legislators must understand that their role in the Legislature is to represent our local interests and the interests of Minnesota. Their task is not to give suburban voices new volume.

Sincerely,



Austin Mayor Bonnie Rietz,
President of the Coalition of Greater Minnesota Cities

November 6, 2003
From the Rochester Post Bulletin

COALITION OF GREATER MINNESOTA CITIES NOTHING BUT A DFL MOUTHPIECE

By Rep. William Kuisle

It's unfortunate that the once-respected Coalition of Greater Minnesota Cities has become nothing more than a DFL Party mouthpiece.

In a recent commentary, Austin Mayor Bonnie Rietz, the coalition's latest figurehead, attacked Republicans for reforming and restructuring Local Government Aid (LGA) -- a complicated, politically-manipulated tax transfer system—to help balance the state's budget.

By reforming LGA, Rietz said Republicans unfairly targeted greater Minnesota, Minneapolis and St. Paul while leaving the “wealthy Twin Cities suburbs” unscathed.

The coalition is infamous for using selective figures when spinning their propaganda, and Rietz' commentary was true to form.

But since our tax dollars have made a few lobbyists rich, before I refute Rietz' misleading, partisan attack, I thought greater Minnesota residents would like to know who's running the coalition.

Flaherty & Hood—a St. Paul-based law firm—collected over \$913,000 from greater Minnesota taxpayers last year to “administer” and lobby for the coalition. The firm is small, so unlike the rural folks subsidizing their posh lifestyles, these high rollers at Flaherty & Hood are not living paycheck-to-paycheck.

Lately, coalition lobbyists have been traveling throughout greater Minnesota. At each stop, these big-buck lobbyists attack rural Republicans like myself, saying that we don't really care about the people we represent, but instead, only care about people living in wealthy Twin Cities Suburbs.

That's exactly what Mayor Rietz said in her commentary. She said that, because Republicans reformed LGA last session, Worthington residents contributed more dollars per person to help balance the state's budget than Edina residents—the suburbanites who, according to the coalition, I supposedly represent.

Of course, nowhere in Rietz' commentary did she point out that Edina receives no LGA, while cities like Worthington and Austin get a lot of it.

Minnesota's LGA program was started 30 years ago to help communities with low property values or significant urban problems maintain basic services. Unfortunately, over time, powerful politicians manipulated the program to heavily benefit their own communities at the expense of others.

Instead of basing the amount of LGA cities received on need, like the program was intended to, these politicians created a LGA distribution formula based on spending—the more a city spent, the more it received in LGA from the state.

That system was flawed because it encouraged local officials to spend more than they would have if the local taxpayers who elected them— instead of state taxpayers—were the ones actually footing the bill.

Consider this: Under the old LGA formula, for every \$1 Mayor Rietz' Austin collected from local taxpayers, the city got more than \$3.50 from state taxpayers. For every \$1 Worthington raised locally, state taxpayers kicked in \$2.

Under the new, need-based LGA formula, Austin still will get more money from state taxpayers than it does from Austin taxpayers -- \$3 from the state for every \$1 raised locally. Worthington will get \$1.60 in LGA for every \$1 it collects locally.

Twin Cities suburbs like Eagan and Eden Prairie that received LGA under the old formula are now in Edina's boat: they no longer get one penny of LGA.

Even though Rep. Ann Lenczewski, a Democrat from Bloomington, was the legislator who spoke most passionately against Flaherty & Hood's LGA plan last session, the Coalition of Greater Minnesota Cities is bashing representatives like me because they think the best way to get the old, manipulated LGA formula back is by defeating rural Republicans.

The coalition is telling local officials in greater Minnesota to raise property taxes through the roof, and to blame Republicans.

That's pathetic, and rural Minnesotans shouldn't be fooled.

When your local leaders say they're raising property taxes by double-digits because of what Republicans did at the Capitol, ask them why the city of St. Paul—which took a LGA hit as big as anyone—is balancing its budget without raising taxes and without cutting police, fire or other vital services.

I left the DFL Party because I was disgusted by how its elected officials pit Minnesotans against one another, through race and class warfare, to win elections.

It's too bad the Coalition of Greater Minnesota Cities has adopted this DFL strategy in creating a new brand of divisive politics: regional warfare.

When their coalition membership is up for renewal, city leaders in greater Minnesota should reconsider continuing to spend taxpayer dollars to be part of an extremely partisan organization that has no credibility at the Capitol, at least with this lawmaker.

Rep. William Kuisle, R-District 30B, is an assistant Minnesota House majority leader, chairman of the House Transportation Finance Committee and a rural Olmsted County farmer.



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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October 31, 2003

To Whom It May Concern:

At our Downtown Renovation Committee meeting, held on Wednesday, October 29, 2003, our committee passed unanimously (10 – 0), a resolution supporting our city to seek ADA monies under the Public Library Accessibility Grant.

Our city has a classic Carnegie Library built in 1915. Our city has begun a process to renovate the building, beginning with making it ADA accessible. Receiving this grant would be of great help as we begin this rather expensive, but much-needed venture.

Our city is currently in the process of looking at other areas, such as vintage lighting and updating of our historic Locomotive Park, all of which are located in our old Downtown area. This area is where our library is located.

In conclusion, our committee totally supports this library renovation project and truly hopes our city is strongly considered for a Public Library Accessibility Grant.

Your time, support, and consideration are greatly appreciated. If you have any questions/concerns, please feel free to contact me. Do have a great day!

Sincerely,

Gary Skalko, Chairperson
Downtown Renovation Committee

GS/mjg-s



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October 31, 2003

To Whom It May Concern:

At our Downtown Renovation Committee meeting, held on Wednesday, October 29, 2003, our committee passed unanimously (10 - 0), a resolution supporting our city to seek the TEA-21 Grant.

Our committee, working closely with our current City Council, is taking small steps forward (even in these very tough economic times) to begin renovations in our historic Downtown area. As you maybe aware, iron ore was first discovered by the Merritt Brothers in Mountain Iron in the later 1800's.

Receiving this grant would be of great help as our City begins this venture. The "streetscape" project, which includes vintage lighting for our old Downtown area sure would add a great deal to this part of the community as we strive to make this area a more positive, pleasant place for our residents in which to live. Also, by renovating this part of our community, our committee strongly believes tourism would greatly increase as we could promote the historic Downtown area in conjunction with our present USX-Minntac mining operation.

In conclusion, our committee totally supports this "streetscape" project, and truly hopes our city is strongly considered for the TEA-21 Grant.

Your time, support and consideration are greatly appreciated. If you have any questions/comments, please feel free to contact me. Do have a great day!

Sincerely,

Gary Skalko, Chairperson
Downtown Renovation Committee

GS/mjg-s