

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, NOVEMBER 17, 2008 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the November 3, 2008, Regular Meeting (#1-13)
 - B. Minutes of the November 6, 2008, Special Meeting (#14-16)
 - C. Communications (#39-40)
 - D. Receipts
 - E. Bills and Payroll
- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - C. Director of Public Works Report
 - 1. Senior Center Appliances (#17-18)
 - D. City Attorney's Report
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - 1. WWTP Improvements (#19-22)
 - 2. Filter Media Bids (#23-24)
 - G. Safety Committee
 - 1. Hot Work Program (#25-32)
 - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Resolution Number 58-08 Accepting Streets (#33-35)
 - B. Unity Second Addition Communications Quotes (#36)
 - C. Unity Lot Extension Request (#37)
 - D. County Road 102 Dip (#38)
 - E. Communications (#39-40)
- VII. Open Discussion on City Business
- VIII. Announcements
 - A. Special Meeting – November 24th at 5:30
 - B. COW Meeting – November 24th at 6:00
 - C. COW Meeting – November 24th at 7:00
- IX. Adjourn # Denotes page number in packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
NOVEMBER 3, 2008

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Alan Stanaway, Ed Roskoski, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Anderson, Municipal Services Secretary; Don Kleinschmidt, Director of Public Works; Rod Flannigan, City Engineer; Tom Cvar, Fire Chief; Steve Norvitch, Assistant Fire Chief; Joe Buria, Fire Department; and John Backman, Sergeant.

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

1. Add the following items to the agenda:
 - IV. 2. Advertise for Applicants for First Responders
 - VI. G. Petition to Vacate
 - H. Set Special Meeting
 - I. Economy Ready Mix

Refer the following item to the Streets and Alley Committee:

- VI. E. Street Light Request
2. Approve the minutes of the October 20, 2008, regular 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, 2008, totaling \$351,604.77, (a list is attached and made a part of these minutes).

The motion carried.

It was moved by Prebeg and seconded by Zupancich to approve the following:

5. To authorize the payments of the bills and payroll for the period October 16-31, 2008, totaling \$231,644.59, (a list is attached and made a part of these minutes).

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

At 6:33 p.m., it was moved by Zupancich and seconded by Stanaway to recess the regular meeting and open the public hearing on the assessments on Park Ridge Drive. The motion carried.

Steve Babich, 5579 Nichols Avenue, was present and asked the Council why he was getting assessed on a street that he will never use. He also stated that a portion of the street was paid for by grant funding and that amount should be taken off of the total project costs and the assessments recalculated. The Mayor advised Mr. Babich that the City Attorney had advised the Council to assess the total amount of the project because all of the streets that are being assessed do not have grant funding to assist with the improvements.

At 6:49 p.m., it was moved by Zupancich and seconded by Skalko to close the public hearing on Park Ridge Drive and open the public hearing on Unity Drive from County Road 109 (Mud Lake Road) to Diamond Lane. The motion carried.

Frank Falkowski, 8427 Mud Lake Road, he had no comments regarding the assessments, but he requested that additional lighting be installed along that portion of Unity Drive. The Director of Public Works said that there is not any power available in that area. The Council referred his request to the Utility Advisory Board.

Nicole Felten, 8557 Unity Drive, she stated that there was grant funding utilized on the improvements made on Unity Drive and the total charges should be reduced because of this grant funding.

The Mayor advised the Council that a letter was received from Michael and Kathy Fridgen, 5499 Coral Drive, regarding the proposed assessments.

At 6:56 p.m., it was moved by Zupancich and seconded by Stanaway to close the public hearing on Unity Drive from County Road 109 (Mud Lake Road) to Diamond Lane and open the public hearing on the Unity Drive extension. The motion carried with Roskoski abstaining.

At 6:58 p.m., it was moved Zupancich and seconded by Skalko to close the public hearing and reconvene the regular meeting. The motion carried with Roskoski abstaining.

No one spoke during the public forum.

The Mayor updated the Council on the following:

- Birthday. The Mayor congratulated Olga Cvar on her 90th birthday.

It was moved by Skalko and seconded by Roskoski to set a Committee-of-the-Whole meeting for 6:00 p.m. on Monday, November 24, 2008 with the Planning and Zoning Commission, the Commercial Building Inspector, the Zoning Administrator, the City Engineer, and City Staff. And further to meet at 7:00 p.m. on November 24, 2008 to review the 2009 Budget. The motion carried.

It was moved by Stanaway and seconded by Skalko to direct City Staff to advertise for applicants for First Responders in the Mesabi Daily News over the next few weeks. The motion carried.

It was moved by Stanaway and seconded by Zupancich to authorize a six month leave of absence from the Mountain Iron Fire Department and the EMS for Devin West. The motion carried.

The City Administrator updated the Council on the following:

- Taxes. He provided the Council with the published notice tax rate calculations for Mountain Iron.
- Calendar Parking. He informed the Council that there was a notice for Calendar Parking in 2007. He also advised the Council that the notice was published this year.
- Unity Second Addition. The gas was installed in Unity Second Addition this week.

It was moved by Skalko and seconded by Prebeg to authorize City Staff to purchase replacement boilers and system upgrades for the Mountain Iron Community Center at a cost of \$62,187.00 contingent that the proper procedures for purchase are verified by the City Attorney. The motion carried unanimously.

The Director of Public Works advised the Council that the Mountain Iron Public Library roof has been repaired to specifications. He also said that the channel crossings for the downspouts were installed.

The Council reviewed the Sheriff's Department report for the month of October 2008.

It was moved by Roskoski and seconded by Zupancich to authorize the release of the retainage on the Locomotive Park Fencing Project in the amount of \$1,325.50. The motion carried unanimously on a roll call vote.

It was moved by Stanaway and seconded by Prebeg to accept Change Order Number One for the 2008 Bituminous Overlay Project decreasing the project amount by \$5,477.02. The motion carried.

It was moved by Zupancich and seconded by Stanaway to approve Payment Request Number Three, the final payment, on the 2008 Bituminous Overlay project in the amount of \$5,362.88. The motion carried unanimously on a roll call vote.

It was moved by Stanaway and seconded by Prebeg to authorize Payment Request Number One, the final payment, for the Mountain Iron RV Dump Station in the amount of \$7,000.00. The motion carried on the following roll call vote: Roskoski, no; Prebeg, yes; Zupancich, yes; Stanaway, yes; and Skalko, yes.

It was moved by Prebeg and seconded by Roskoski to authorize Payment Request Number Two, the final payment, for the South Grove Park Sidewalk Project in the amount of \$1,039.05. The motion carried unanimously on a roll call vote.

It was moved by Stanaway and seconded by Skalko to send the specifications for the Quick Attack Wildland Fire Apparatus back to the Public Safety and Health Board for further

paring down, review, and reconsideration. The motion carried with Roskoski voting no.

It was moved by Skalko and seconded by Zupancich to authorize a \$100 increase in the Mountain Iron Relief Association pension to \$1,800 per year effective January 1, 2009. The motion carried.

At 7:54 p.m., Councilor Roskoski left the meeting.

During the liaison reports, Councilor Stanaway reviewed the Mountain Iron Library statistics for October 2008.

At 7:56 p.m., Councilor Roskoski returned to the meeting.

It was moved by Skalko and seconded by Stanaway to award the bid on the Mountain Iron Manor Apartment Remodel to H. G. Harvey Constructors Incorporated in the amount of \$86,900.00 with the funding provided from the Mountain Manor facility in the amount of \$15,000, the City in the amount of \$36,900 and the CDBG in the amount of \$30,000. The motion carried.

It was moved by Prebeg and seconded by Stanaway to adopt Resolution Number 52-08, adopting assessments for the improvements made to Park Ridge Drive, (a copy is attached and made a part of these minutes). The motion carried with Roskoski voting no.

It was moved by Prebeg and seconded by Zupancich to adopt Resolution Number 53-08, adopting assessments for the improvements made to Unity Drive from Mud Lake Road to Diamond Lane, (a copy is attached and made a part of these minutes). The motion carried with Roskoski voting no.

It was moved by Zupancich and seconded by Stanaway to adopt Resolution Number 54-08, adopting assessments for the improvements made for the Unity Drive extension, (a copy is attached and made a part of these minutes). The motion carried with Roskoski abstaining.

It was moved by Zupancich and seconded by Skalko to authorize the sale of land to the Consortium LLC, for the sale price of \$1.00 plus all legal and recording fees. And further, if the development does not go through, the land would revert back to the City. After further discussion, Zupancich withdrew his motion and Skalko withdrew his support.

It was moved by Zupancich and seconded by Skalko to adopt Resolution Number 55-08, authorizing the sale of certain property, (a copy is attached and made a part of these minutes), to the Consortium LLC, for payment of \$1.00 plus legal and recording fees, with a contingency that if the development does not happen that the property reverts back to the City. The motion carried.

It was moved by Skalko and seconded by Zupancich to set a public hearing for the vacation of streets for Monday, November 24, 2008 at 5:30 p.m. The motion carried.

It was moved by Skalko and seconded by Stanaway to set a special meeting to canvass the General Election for Thursday, November 6, 2008, at 4 p.m. The motion carried.

It was moved by Roskoski and seconded by Zupancich to forward the Economy Ready Mix situation in Eveleth to the Mountain Iron Economic Development Authority for Wednesday, November 5, 2008, and invite Mike Jacobsen to the meeting and work with him to possibly get him relocated to Mountain Iron. The motion carried.

During the open discussion, Mayor Skalko advised the Council that the Saint Louis County garbage surcharge fee is collected by the City and forwarded to Saint Louis County in its entirety; the City does not retain any of the fees. He advised residents that have issues with the surcharge that they should approach the Saint Louis County Board.

At 8:24 p.m., it was moved by Skalko and seconded by Roskoski that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC/MMCA
Municipal Services Secretary

www.mtniron.com

COMMUNICATIONS

1. Louis Parenteau, Merritt Elementary School Teacher, a thank you to the City for allowing the School to use the City's voting booths and supplying the school with "I Voted" stickers for the mock election conducted at the school.

Summary By Category And Distribution

Category	Distribution	Amount
UTILITY	UTILITY	122,860.05
PERMITS	BUILDING	719.00
BUILDING RENTALS	NICHOLS HALL	100.00
METER DEPOSITS	ELECTRIC	1,050.00
MISCELLANEOUS	ASSESSMENT SEARCHES	30.00
MISCELLANEOUS	REIMBURSEMENTS	4,417.72
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	1,090.99
CAMPGROUND RECEIPTS	FEES	52.95
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,983.27
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	500.00
LICENSES	ANIMAL	10.00
MISCELLANEOUS	ELECTRIC RECONNECT FEE	35.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	30,767.68
MISCELLANEOUS	GRANTS RECEIVABLE	112,500.00
METER DEPOSITS	WATER	65.00
MISCELLANEOUS	REIMB TELEVISIONING SPORTS	480.00
BUILDING RENTALS	COMMUNITY CENTER	150.00
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	35.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	3,630.76
MISCELLANEOUS	HALLOWEEN CARNIVAL PROCEEDS	1,401.05
FINES	CRIMINAL	1,049.36
MISCELLANEOUS	FAX CHARGES	1.00
INTERGOVERNMENTAL REVENUE	IRRRB-DEMOLITION GRANT	6,017.50
TAXES	TAX LEVY	55,529.14
CD INTEREST	CD INTEREST 101	275.00
CD INTEREST	CD INTEREST 378	1,300.00
CD INTEREST	CD INTEREST 602	450.00
CD INTEREST	CD INTEREST 603	475.00
FINES	FORFEITURES	629.30
Summary Totals:		<u>351,604.77</u>

Check Issue Date(s): 10/25/2008 - 11/09/2008

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
11/08	11/07/2008	137169	10011	ABM EQUIPMENT & SUPPLY INC	604-20200	2,551.60
11/08	11/07/2008	137170	5007	ASSURANT EMPLOYEE BENEFITS	101-20200	653.15
11/08	11/07/2008	137171	20022	BENCHMARK ENGINEERING INC	301-20200	14,734.00
11/08	11/07/2008	137172	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	193.16
11/08	11/07/2008	137173	30040	C & C WINGER INC	101-20200	8,039.05
11/08	11/07/2008	137174	30017	CARQUEST (MOUNTAIN IRON)	101-20200	199.68
11/08	11/07/2008	137175	30004	CITY OF MOUNTAIN IRON	301-20200	545.06
11/08	11/07/2008	137176	30026	COMO LUBE & SUPPLIES INC	101-20200	102.25
11/08	11/07/2008	137177	30032	COURT ADMIN.-CONCILIATION	603-20200	60.00
11/08	11/07/2008	137178	30072	CW TECHNOLOGY	301-20200	967.20
11/08	11/07/2008	137179	60026	FASTENAL COMPANY	101-20200	388.32
11/08	11/07/2008	137180	60029	FERGUSON ENTERPRISES INC	101-20200	1,080.17
11/08	11/07/2008	137181	70035	G & K SERVICES	101-20200	31.26
11/08	11/07/2008	137182	70036	GIRL SCOUT & BROWNIE TROOP	101-20200	54.20
11/08	11/07/2008	137183	80022	HAWKINS INC	602-20200	6,060.50
11/08	11/07/2008	137184	1130	JAMES TECHAR	104-20200	153.50
11/08	11/07/2008	137185	190025	JUDY SEURER	604-20200	70.20
11/08	11/07/2008	137186	110022	KOHLER FUEL COMPANY	602-20200	678.18
11/08	11/07/2008	137187	1109	KRISTIE SEIBERT	101-20200	200.00
11/08	11/07/2008	137188	120032	LAKE COUNTRY POWER	101-20200	197.03
11/08	11/07/2008	137189	120003	LEAGUE OF MINNESOTA CITIES	101-20200	200.00
11/08	11/07/2008	137190	1108	LINDSEY GROTT	604-20200	7.52
11/08	11/07/2008	137191	120014	LUNDGREN MOTORS	101-20200	386.83
11/08	11/07/2008	137192	1049	MARION GIRU	604-20200	125.96
11/08	11/07/2008	137193	1107	MARJORIE SURFACE	604-20200	111.00
11/08	11/07/2008	137194	130041	MESABI BITUMINOUS	301-20200	1,325.50
11/08	11/07/2008	137195	130093	MESABI RANGE COLLEGE	101-20200	2,700.00
11/08	11/07/2008	137196	130026	MESABI SIGN COMPANY	101-20200	713.55
11/08	11/07/2008	137197	130005	MESSIAH LUTHERAN MISSION TRIP	101-20200	131.60
11/08	11/07/2008	137198	1300121	MIB CHEERLEADERS	101-20200	78.40
11/08	11/07/2008	137199	130063	MIB HOOP CLUB	101-20200	110.00
11/08	11/07/2008	137200	130111	MIB P T A	101-20200	84.40
11/08	11/07/2008	137201	130115	MIB STUDENT COUNCIL	101-20200	186.80
11/08	11/07/2008	137202	130040	MIDWEST SPORTSWEAR	101-20200	178.84
11/08	11/07/2008	137203	130142	MINNESOTA ENERGY RESOURCES	104-20200	16,261.00
11/08	11/07/2008	137204	140026	MINNESOTA ENERGY RESOURCES	602-20200	553.40
11/08	11/07/2008	137205	130009	MINNESOTA POWER	101-20200	1,033.52
11/08	11/07/2008	137206	130059	MINNESOTA POWER	604-20200	388.92
11/08	11/07/2008	137207	1128	MN INSTITUTE OF PUBLIC HEALTH	101-20200	200.00
11/08	11/07/2008	137208	130014	MOUNTAIN IRON FIREMENS RELIEF	101-20200	81.60
11/08	11/07/2008	137209	130120	MOUNTAIN IRON GIRL SCOUTS	101-20200	240.80
11/08	11/07/2008	137210	130012	MOUNTAIN IRON-BUHL NATIONAL	101-20200	25.80
11/08	11/07/2008	137211	130143	MT IRON FRIENDS OF THE LIBRARY	101-20200	43.20
11/08	11/07/2008	137212	140043	NORTHERN 2-WAY SERVICE LLC	101-20200	240.00
11/08	11/07/2008	137213	140042	NORTHERN DOOR & HARDWARE INC	101-20200	2,254.47
11/08	11/07/2008	137214	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	27.52
11/08	11/07/2008	137215	150004	OCCUPATIONAL DEVELOPMENT CTR	101-20200	47.18
11/08	11/07/2008	137216	40032	OFFICE OF ENTERPRISE TECHNOLOG	101-20200	434.34
11/08	11/07/2008	137217	160002	PETTY CASH FUND	101-20200	164.01
11/08	11/07/2008	137218	160057	PHIL'S GARAGE DOOR SERVICE	101-20200	1,203.00
11/08	11/07/2008	137219	160038	PITNEY BOWES	603-20200	361.93
11/08	11/07/2008	137220	170003	QUAD CITIES GYMNASTICS	101-20200	141.60
11/08	11/07/2008	137221	180001	RANGE PAPER	101-20200	126.93
11/08	11/07/2008	137222	180005	ROAD MACHINERY AND SUPPLY	101-20200	51.27
11/08	11/07/2008	137223	190005	SACRED HEART CHURCH	101-20200	47.00
11/08	11/07/2008	137224	190067	SAINT LOUIS COUNTY	101-20200	75.00
11/08	11/07/2008	137225	190001	SEARS COMMERCIAL CREDIT	602-20200	468.39

M = Manual Check, V = Void Check

Check Issue Date(s): 10/25/2008 - 11/09/2008

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
11/08	11/07/2008	137226	190010	SEPPI BROTHERS	101-20200	3,250.47
11/08	11/07/2008	137227	1110	SHANE PIKULA	101-20200	100.00
11/08	11/07/2008	137228	190043	SPIRIT LAKE 4-H CLUB	101-20200	47.00
11/08	11/07/2008	137229	190039	ST LOUIS COUNTY RECORDERS OFFC	604-20200	100.00
11/08	11/07/2008	137230	1900877	SUNSET	230-20200	566.22
11/08	11/07/2008	137231	200003	TACONITE TIRE SERVICE	101-20200	21.21
11/08	11/07/2008	137232	200036	TRITEC OF MINNESOTA INC	601-20200	1,704.00
11/08	11/07/2008	137233	210007	U S BANK TRUST NATIONAL ASS'N	601-20200	52,531.25
11/08	11/07/2008	137234	210010	ULLAND BROTHERS INC	104-20200	5,362.88
11/08	11/07/2008	137235	210033	UNICEL	101-20200	1,084.28
11/08	11/07/2008	137236	210029	USS REAL ESTATE	101-20200	603.34
11/08	11/07/2008	137237	220025	VERIZON WIRELESS	101-20200	15.98
11/08	11/07/2008	137238	220014	VIKING INDUSTRIAL NORTH	101-20200	317.74
11/08	11/07/2008	137239	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	35,960.66
11/08	11/07/2008	137240	230005	WESCO DISTRIBUTION INC	101-20200	607.05
11/08	11/07/2008	137241	240001	XEROX CORPORATION	604-20200	1,079.62
11/08	11/07/2008	137242	260001	ZIEGLER INC	101-20200	6,058.59

Totals:

177,180.08

Payroll-PP Ending 10/31/08

54,464.51

TOTAL EXPENDITURES

\$231,644.59



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 52-08

ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for Improvement Number MI07-2, the improvement of Park Ridge Drive from Nichols Avenue to the east edge of Park Ridge Plat in by reconstruction.

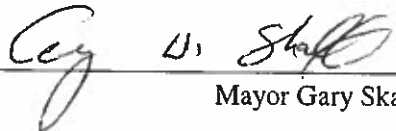
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA:

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2009, 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, 2008. 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 treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this Resolution; and he/she may, at any time thereafter, pay to the city treasurer 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, 2008.

ATTEST:

City Administrator


Mayor Gary Skalko



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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RESOLUTION NUMBER 53-08

ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for Improvement Number MI06-10, the improvement of Unity Drive from Mud Lake Road to Diamond Lane by overlayment, reconstruction and installation of curb, gutter and sidewalk.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2009, 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, 2008. 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 treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this Resolution; and he/she may, at any time thereafter, pay to the city treasurer 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, 2008.

ATTEST:

City Administrator

Mayor Gary Skalko



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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RESOLUTION NUMBER 54-08

ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for Improvement Number MI08-20, the improvement of Unity Drive between the Northwest corner of Section 14 to approximately 250 feet east of the Northwest corner of Section 14, T58M, R18W by construction.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2009, 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, 2008. 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 treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this Resolution; and he/she may, at any time thereafter, pay to the city treasurer 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, 2008.

ATTEST:

City Administrator

Mayor Gary Skalko



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 55-08

AUTHORIZING THE SALE OF CERTAIN PROPERTY

WHEREAS, the City Council has heretofore determined that it is beneficial to the City of Mountain Iron to convey certain property.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA that the Mayor and City Administrator, upon receipt of payment, execute the deed to convey real property in St. Louis County, Minnesota, described as follows:

Lots 13 and 14 Block 8 of WEST VIRGINIA on file at the St. Louis County Recorder's Office, located in the Northeast Quarter of the Northeast Quarter Section 13, Township 58 North, Range 18 West of the Fourth Principal Meridian, City of Mountain Iron, St. Louis County, Minnesota.

Subject, however, to all existing interests, including but not limited to all reservations, rights-of-way and easements of record or otherwise.

DULY ADOPTED BY THE CITY COUNCIL THIS 3rd DAY OF NOVEMBER, 2008.

ATTEST:



City Administrator



Mayor Gary Skalko



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RESOLUTION NUMBER 56-08

SETTING A PUBLIC HEARING ON A VACATION COMMENCED BY A PETITION OF A MAJORITY OF ABUTTING LANDOWNERS

WHEREAS, a petition signed by the majority of property owners abutting the unnamed alley between 16th and 17th Avenue in Block 4, unnamed alley between 16th and 17th Avenue in Block 5, unnamed alley between 16th and 17th Avenue in Block 8, Third Street (aka 10th Street) between 16th and 17th Avenue and Fourth Street (aka 11th Street) between 16th and 17th Avenue in the West Virginia Plat in Mountain Iron was received by the City Administrator on the 31st day of October, 2008; and

WHEREAS, the petition requested that the City Council pursuant to Minnesota Statute §412.851 vacate the unnamed alley between 16th and 17th Avenue in Block 4, unnamed alley between 16th and 17th Avenue in Block 5, unnamed alley between 16th and 17th Avenue in Block 8, Third Street (aka 10th Street) between 16th and 17th Avenue and Fourth Street (aka 11th Street) between 16th and 17th Avenue all in the West Virginia Plat according to the plat thereof on file in the St. Louis County Recorder's Office; and

WHEREAS, the City Administrator has reviewed and examined the signatures on said petition and determined that such signatures constitute a majority of the landowners abutting upon the streets to be vacated; and

WHEREAS, a copy of said petition is attached hereto.

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

1. The Council will consider the vacation of such street and a public hearing shall be held on such proposed vacation on the 24th day of November, 2008, before the City Council in the City Hall located at 8586 Enterprise Drive, Mountain Iron at 5:30pm.
2. The City Administrator is hereby directed to give published, posted and mailed notice of such hearing as required by law.

DULY ADOPTED BY THE CITY COUNCIL THIS 3rd DAY OF NOVEMBER, 2008.

ATTEST:

City Administrator



Mayor Gary Skalko

MINUTES
SPECIAL MEETING
MOUNTAIN IRON CITY COUNCIL
NOVEMBER 6, 2008

Mayor Skalko called the City Council meeting to order at 4:03 p.m. with the following members present: Alan Stanaway, Ed Roskoski, and Mayor Gary Skalko. Absent members included: Joe Prebeg, Jr. and Tony Zupancich. Also present were: Jill M. Anderson, Municipal Services Secretary.

It was moved by Stanaway and seconded by Skalko to adopt Resolution Number 57-08, General Election, (a copy is attached and made a part of these minutes). The motion carried.

At 4:05 p.m., it was moved by Skalko and seconded by Stanaway that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Anderson, CMC/MMCA
Municipal Services Secretary



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 57-08

GENERAL ELECTION

WHEREAS, at the Municipal General Election of the City of Mountain Iron, County of St. Louis, State of Minnesota, held in the City of Mountain Iron, Minnesota on November 4, 2008, and being the place where it was directed to be held by the City Council after giving due notice thereof as provided by law, and;

WHEREAS, eight qualified voters of said City to act as judges and two qualified student judges of said Municipal Election, each of whom has within the time limit subscribed by law, been designated and appointed by the City Council to act as judges of the election. And, each of whom being present at the designated hour and each of whom duly took and subscribed an oath to faithfully discharge the duties required of them at such election. The judges being duly qualified, forthwith opened the polls by proclamation at 7:00 a.m. and the election proceeded by ballot without adjournment or intermission until closed at 8:00 p.m., and;

WHEREAS, the subjects voted at such election, as stated in notice thereof, were to vote for one (1) Mayor, to a two year term, and two (2) Councilors, to four year terms, and;

WHEREAS, at 8:00 p.m., in the evening of said day, the polls were closed, proclamation thereof, having been made by one of the judges in each of the two precincts, and;

WHEREAS, upon the closing of the polls, the judges then proceeded to publicly tabulate the count and canvass the votes and a true statement thereof was duly proclaimed to the voters as follows:

MAYOR	NUMBER OF VOTES RECEIVED
Gary Skalko	1,518
Write-Ins	42

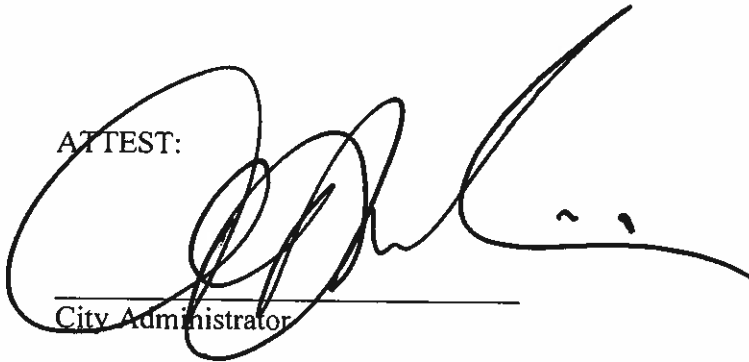
COUNCILOR	NUMBER OF VOTES RECEIVED
Joe Prebeg, Jr.	871
Ed Roskoski	729
Allen Nelson	697
Troy Martinson	685
Write-ins	11

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MOUNTAIN IRON, SAINT LOUIS COUNTY, STATE OF MINNESOTA, does hereby accept the foregoing as a true statement of the results of tabulating and canvassing of votes by ballot, at said Municipal General Election held on Tuesday, November 4, 2008 and does hereby elect the following, each of whom will assume office commencing January 1, 2009:


- | | |
|-----------------|--|
| Gary Skalko | To the Office of Mayor for a two (2) year term; |
| Joe Prebeg, Jr. | To the Office of City Councilor for a four (4) year term; and, |
| Ed Roskoski | To the Office of City Councilor for a four (4) year term. |

DULY ADOPTED BY THE CITY COUNCIL THIS 6th DAY OF NOVEMBER, 2008.

ATTEST:



City Administrator



Mayor Gary Skalko

COUNCIL LETTER 111708-IVC1

PUBLIC WORKS

SENIOR CENTER APPLIANCES

DATE: November 12, 2008
FROM: Don Kleinschmidt
Director of Public Works

Craig J. Wainio
City Administrator

The following quotes were received for a replacement 60 inch range and dishwasher at the Senior Center.

	RANGE	DISHWASHER	SHIPPING	TOTAL
Upper Lakes Foods	\$4,223.00	\$6,510.00	\$0	= \$10,733.00
Superior Products	\$3,949.00	\$6,859.00	\$619.00	= \$11,427.00
Boxer	\$3,844.00	\$7,995.00	\$0	= \$11,839.00

Staff is recommending purchase of the range and dishwasher from Upper Lakes Foods at their low quoted price of \$10,733.00.

This purchase will be funded by AEOA for \$2,500.00, Northland Foundation Grant of \$3,500.00 and \$4,733.00 for the City.

NORTHLAND FOUNDATION

October 20, 2008

Craig Wainio, City Administrator
City of Mountain Iron
8586 Enterprise Drive S
Mountain Iron, MN 55768

Project #4325

Dear Mr. Wainio:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **Mountain Iron Senior Center Equipment Replacement project** and has approved a grant of **\$3,500** for the period (10/1/08 to 12/31/08) to **City of Mountain Iron**. If the timeline for your project is different than what is identified above, please notify us and your reporting date will be adjusted.

Enclosed are two copies of the Agreement of Grantee for your review. If you agree with the conditions presented, please have one copy signed by the authorized official and return it to our office by **October 31, 2008**.

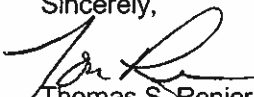
The Northland Foundation will implement a full payment schedule for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$3,500 in November 2008**.

The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the progress, outcomes, and financial activity of your project. To assist you in this process, I am enclosing one Final Report form. We will expect this report from you by **January 31, 2009**. Please provide us sufficient narrative to describe the progress and impact of your project.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Mary Robillard, if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,



Thomas S. Renier
President

Enclosures

cc: Mary Robillard
Carole Saylor
Carol Chipman



Building a Strong Foundation for the Future of Our Region



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 11, 2008

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

Re: City of Mountain Iron, MN
2009 WWTP Improvements
Project No. MI08-11

Dear Mr. Wainio,

Enclosed please find a summary letter report from our subconsultant, Bonestroo, for necessary rehabilitation work to the existing Mountain Iron Wastewater Treatment Plant (WWTP).

Based upon the letter report it is recommended that the City proceed with authorizing the preparation of plans and specifications for rehabilitation and/or modifications to the following:

1. Final Clarifier Equipment
2. Automatic Bar Screen
3. Concrete Rehabilitation

Please refer to the enclosed letter report for an approximate budgetary cost of the listed items. There were other items identified for improvement and/or rehabilitation, however, at this time those items listed are most critical and necessary for the WWTP.

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

Sincerely,
Benchmark Engineering, Inc.

Joseph T. Palo, P.E.

Enclosure

November 10, 2008



Joe Palo
Benchmark Engineering
8878 Main Street
P.O Box 261
Mountain Iron, MN 55678-0261

Re: Mountain Iron WWTP Improvements
City of Mt. Iron
Bonestroo File No.:2540-08108

Dear Joe:

Based on our discussions during our September site visit to the Mountain Iron wastewater treatment facility we have reviewed the hydraulics of the existing influent channel for the feasibility of installing an automated fine screen and a grit removal system. The equipment in the final clarifiers is also in need of replacement. This letter summarizes our findings concerning the preliminary treatment system and includes budgetary cost estimates for the preliminary treatment system and for the final clarifier equipment replacement. The estimated costs include engineering and contingency.

The existing preliminary treatment system consists of a manual bar screen, a manually cleaned gravity grit channel and comminutors to grind and shred solids that are not removed by the bar screen. If the solids are not raked off of the screen, the influent flow will back up into the influent sewer during high flows. This has occurred during wet weather events and at a time of day an operator is not normally present to remove the solids from the screen.

According to the flow data provided, during wet weather events the peak flow is approximately 900 gallons per minute (gpm). At peak flow there is approximately 1.7 feet of hydraulic grade between the influent pipe and the existing Parshall flume. According to the screen manufacturer there would be approximately 0.75 feet of headloss through an automatic screen with 6 mm (about ¼-inch) openings at a flow of 900 gpm. Similarly, the grit removal manufacturer stated that the headloss through a vortex grit system would be less than ½-inch. Based on this information both an automatic fine screen and a vortex grit removal system would be compatible with the existing hydraulic grade line. The hydraulics will also allow for additional future flow.

During our discussions with the City staff it was determined that the City would like to install the fine screen now and replace the final clarifier equipment. The intent is to leave the existing grit removal system in place, remove the existing comminutors, and evaluate the solids removal with the new screen in place. If deemed necessary in the future, a new vortex grit removal system could be installed downstream of the fine screen.

Automatic Fine Screen

The fine screen would be accompanied by a screenings compactor that washes and compacts the screenings. The screenings are pushed through the compactor discharge tube and drop into a receptacle as a dry plug. The compactor reduces the volume of screenings for disposal by removing at least 80% of the water. In addition the wet screenings don't have to be handled by the operator.

In order to install the screen a hatch would need to be cut into the ceiling above the screen location. This would also allow the screen to be removed if necessary. The screen pivots out of the flow channel for normal inspection and maintenance. A hook in the ceiling or wall will be installed to facilitate rotating the screen out of the flow stream.

Total Estimated Project Cost \$335,000

Final Clarifier Equipment

The existing rotating equipment in the final clarifiers has deteriorated to the point where mechanical and structural problems require replacement of the in-basin equipment. In addition the weirs and scum collector require replacement. The proposed equipment would be very similar to the existing equipment. The existing fiberglass domes must be removed for installation of the equipment. The existing domes are more than 25 years old and have some areas of delamination that require repair. The domes can be removed, repaired and be set back in place at the completion of in-basin work, or the domes can be replaced with new domes. Due to the age of the domes the fiberglass material is likely to be brittle and damage may occur during dismantling and handling. The cost to remove, repair and put the existing domes back in place is approximately \$70,000. The cost for new domes is approximately \$125,000 and is included in the following total estimated cost.

Total Estimated Project Cost \$525,000.

Electrical

The estimated costs above include cost for electrical work to connect the new equipment to the existing electrical service. All new work would be in accordance with applicable codes. However when work is performed in a rated area such as the preliminary treatment building, the code requirements can be extended to the entire building electrical system if deemed necessary by the local code officials. According to our conversation with Wayne Jespersen, who is the Northeastern Minnesota Area code representative, the code will be applied to new construction only. We recommend that the City send written confirmation of the comments by the code official to document the code requirements. At your request Bonestroo can draft this letter for the City to send on their letterhead.

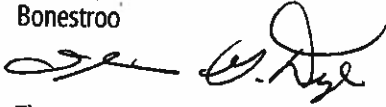
During a site visit to the Mountain Iron WWTP, our electrical engineer noted that the lights in the screening/grit room are not explosion proof rated fixtures. We recommend replacing the lights in this room with fixtures properly rated for the atmosphere in the area. Upon completion of the project, the electrical system in the immediate room would meet current code requirements. The estimated cost shown above for the Automatic Fine Screen includes cost to replace the light fixtures in the screening/grit room.

Structural

The existing concrete structure over the aeration tanks and the slab in the pretreatment building require structural repair. The estimated cost for these repairs is \$50,000.

Please contact me at 651-967-4651 if you have any questions or comments. Thank you,

Sincerely,
Bonestroo

A handwritten signature in black ink, appearing to read 'T. G. Dye', written over a horizontal line.

Thomas G Dye, P.E.
Project Manager



Memorandum

To: Prospective Bidders and Plan Holders

From: Alan Johnson

Date: 11/7/2008

Re: Bid Tab Project No. : MI08-39

No. Of Pages: 2

The following pages is the Bid Tab for Replacement of Support Gravel and Filtration Media Quote that were received at the Mountain Iron City Hall on November 6, 2008.

You can call me with any questions at 218-735-8914.



Alan Johnson, Benchmark Engineering, Inc.

Benchmark Engineering Inc. • 8878 Main Street • P.O. Box 261 • Mountain Iron, MN 55768

(218) 735-8914 • Fax (218) 735-8923



**BENCHMARK
ENGINEERING, INC.**

CITY OF MOUNTAIN IRON

TABULATION OF QUOTES

REPLACEMENT OF SUPPORT GRAVEL AND FILTRATION MEDIA

MOUNTAIN IRON, MN

Project No. : MID8-18

November 7, 2008

ITEM NO	ITEM	UNITS	PROJECT QUANTITIES	Magney Construction, Inc		GRIDOR CONST., INC		SHANK Constructors, Inc.	
				UNIT AMOUNT	TOTAL AMOUNT	UNIT AMOUNT	TOTAL AMOUNT	UNIT AMOUNT	TOTAL AMOUNT
1	REPLACEMENT OF SUPPORT GRAVEL AND FILTRATION MEDIA	LUMP SUM	1.0	\$48,300.00	\$48,300.00	\$52,680.00	\$52,680.00	\$84,000.00	\$84,000.00
2	REPAIR OF UNDERDRAIN PIPING ALLOWANCE	EACH	4.0	\$4,000.00	\$16,000.00	\$3,000.00	\$12,000.00	\$1,000.00	\$4,000.00
TOTALS:				\$84,300.00	\$84,300.00	\$55,680.00	\$55,680.00	\$85,000.00	\$88,000.00

BENCHMARK ENGINEERING, INC.

MINUTES
SAFETY COMMITTEE MEETING
NOVEMBER 3, 2008

The meeting was called to order at 10:39 a.m. with the following members present: Lenny Albrecht, Laborer, Judy Seurer, Accounting Technician and Michael Downs, Foreman and Jill Anderson, Municipal Services Secretary. Also present was Troy Dahlin, MMUA Safety Coordinator.

It was moved by Downs and supported by Albrecht to approve the minutes of the October 7, 2008 meeting. The motion carried.

Discussion took place concerning LMC loss control recommendations. The AWAIR program currently in place needs to be updated. Seurer will update the program and provide a comparison with the MMUA template for a program for the next committee meeting.

It was moved by Albrecht and supported by Anderson to recommend to the City Council that the Hot Work Program (a copy of which is attached and included in these minutes) be approved. The motion carried.

No lost time accidents occurred in October of 2008. The October monthly safety incentive raffle was won by Steve Kottke. A \$25 gift certificate from L & M supply will be awarded to them.

Several suggestions were made for the first six month safety prizes. They included car emergency kits, emergency radios and fleece pullovers. The committee will look for more input at the next meeting.

At 10:50 a.m., it was moved by Albrecht and supported by Anderson to adjourn the meeting. The motion carried and the meeting was adjourned.

CITY OF MOUNTAIN IRON

CUTTING AND WELDING
(HOT WORK) PROGRAM

DECEMBER 2008

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CUTTING AND WELDING (HOT WORK) PROGRAM

The danger of fire exists whenever cutting, welding, brazing, or heating operations take place. This program provides for a set of inspections. These inspections ensure safe working conditions by monitoring the area before and after the work has been performed.

CITY OF MOUNTAIN IRON RESPONSIBILITIES

The Director of Public Works or the Foreman:

- Designates areas for cutting and welding.
- Authorizes cutting and welding operations in areas not specifically designed for such processes.
- Establishes procedures for cutting and welding based on fire potentials of the workplace.
- Ensures that cutters and welders follow daily procedures and are trained in the safe operation of equipment.
- Determines if fire and safety hazards are present in the work place.

City of Mountain Iron Employees:

- Operate cutting or welding equipment safely.
- Obtain proper authorization from the supervisor(s), before any work is performed.
- Follow established cutting and welding procedures.

DESIGNATED WELDING OR TORCHING WORK AREA

- Designated work areas need to be free of all know welding and torching hazards such as flammable, combustible materials.
- Shall have adequate ventilation and sprinklers
- Suitable fire equipment such as extinguishers must be available for immediate use

WORKING OUTSIDE DESIGNATED WELDING OR TORCHING WORK AREA

PRE-WORK INSPECTIONS

- Before work is permitted, the area will be inspected for fire and safety hazards by the supervisor(s).
- If a problem exists, the problem must be corrected before the work may begin.
- If the area meets the requirements, authorization to proceed will be granted.
- The following conditions must be met before cutting and welding is permitted:
 1. Suitable fire equipment such as extinguishers must be available for immediate use.
 2. A Fire Watcher must be assigned when welding or cutting is performed in locations where a serious fire might develop.
 3. A check for adequate ventilation must be performed before any welding or cutting begins.
 4. The floor must be swept clean of combustible materials.
 5. All movable fire hazards must be taken to a safe place. If the fire hazard can not be moved, then guards must be used to prevent the heat and sparks from coming in contact with the combustible materials.
 6. Special precautions must be taken when combustible floors, walls and ceilings are present on the work site; floors or walls have cracks exposing combustible materials; metal walls have combustible material on the other side; and/or ducts are present which may carry sparks to distant combustibles.
- Cutting and welding will not be permitted:
 1. In unauthorized areas.
 2. In sprinkler buildings while such protection is not working.
 3. In the presence of explosive atmospheres.
 4. In areas near the storage of large quantities of exposed readily ignitable materials.
 5. In situations were pipes or other metal fixtures have combustible covers or are in close contact with combustible material.

WORK REQUIREMENTS

- Contractors must obtain proper authorization before performing any cutting or welding. Contractors will receive a copy of this program in pre-mobilization meeting(s).
- Only authorized and trained personnel will be permitted to use cutting, welding or brazing equipment.
- Only approved apparatus (torches, regulators, pressure reduction valves, etc.) will be used.
- Cutters and welders working on platforms or scaffolds must wear fall protection, or other safety devices to protect against falling.
- Welders will not place welding cables or other equipment near passageways and stairways.
- Proper personal protective equipment must be worn during cutting or welding processes.
- No cutting or welding will be performed on used containers until the containers have been thoroughly cleaned to ensure that flammable or toxic materials such as greases, tars, solvents, etc., are not subject to heat.
- No smoking signs must be posted in welding area.

POST-WORK INSPECTIONS

- The supervisor(s) will check the area after the cutting and welding process to check for fire and safety hazards and to ensure proper storage of equipment.

PROPER CARE OF COMPRESSED GAS CYLINDERS

- Compressed gas cylinders will be periodically checked for defects, rusting or leaking.
- Cylinders will be handled in such a way to prevent damage. Care must be taken not to drop or strike a cylinder.
- Cylinders will be stored away from heat and properly secured in an upright position with the valve covers in place.
- Cylinders, cylinder valves coupling, regulators and hoses on welding apparatus will be kept free of oily or greasy substances.
- Regulators must be removed and valve protection caps put into place before moving.
- Cylinders will be stored away from elevators, stairs, and gangways.
- Empty cylinders must be marked, their valves closed and the cover in place.

PERSONAL PROTECTIVE EQUIPMENT

- Glove, welding helmet with the appropriate lens, welding jacket, Safety Glasses, face shield for torching or grinding safety boots.

HOT WORK PERMIT

This permit is required prior to doing work outside the designated work area which may provide sources of ignition in a confined space.

Nature of work to be done:

Equipment or materials which might be a source of ignition and must be in the space:

Type of ventilation used to remove fumes or vapors from Hot Work:

	YES	NO
Fire extinguishing equipment	_____	_____
Floor free of debris	_____	_____
Adequate screening	_____	_____
Fire watch needed	_____	_____

I certify that I have verified the procedures and have briefed the crew on the proper practices and hazards of performing "Hot Work" in confined spaces.

Signature of Supervisor

Date

PERMIT REQUIRED CONFINED SPACES PROGRAM

HOT WORK PERMIT

This permit is required in addition to the Entry Permit prior to doing work which may provide sources of ignition in a confined space.

Nature of work to be done:

Equipment which is a source of ignition and must be in the confined space:

Type of ventilation used to remove fumes or vapors from Hot Work:

	YES	NO
Confined Space Isolated	_____	_____
Confined Space Purged or Ventilated	_____	_____
Gas Tests Completed	_____	_____
Could Hot Work Be Done Outside	_____	_____

I certify that I have verified the procedures and have briefed the crew on the proper practices and hazards of performing "Hot Work" in confined spaces.

Signature of Entry Supervisor Date

October 14, 2008

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


**RE: Road Acceptance
Rock Ridge Development
Mountain Iron, MN**

Dear Mr. Wainio,

Northward Properties, LLC, as owners of Rock Ridge Development, (Official Plat attached), formally request that the City of Mountain Iron accept and maintain the roadways shown on the Official Plat. The roadways include Park Ridge drive and Commerce Street.

Please contact me with any questions. Thank you.

Sincerely,


Guy R. Rossato
Northward Properties, LLC
Member



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 58-08

ACCEPTING THE OFFER OF DEDICATION OF STREET RIGHT-OF-WAY EASEMENTS AS SHOWN ON THE FINAL PLAT

WHEREAS, on October 6, 2008, the City Council approved the Final Plat of the Rock Ridge Development Subdivision, also the accepting the offers of dedication shown thereon subject to acceptance of improvements; and

WHEREAS, the required public improvements have been completed in conformance with the Mountain Iron City Code.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the public improvements within the Rock Ridge Development Subdivision, St. Louis County, Minnesota are hereby accepted for maintenance.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that the offers of dedication are hereby accepted for the following streets: Park Ridge Drive and Commerce Street and all easements as shown on the Final Plat of the Rock Ridge Development Subdivision, St. Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 17TH DAY OF NOVEMBER, 2008.

Mayor Gary Skalko

ATTEST:

City Administrator

COUNCIL LETTER 111708-VB

ADMINISTRATION

UNITY SECOND COMMUNICATIONS

DATE: November 12, 2008

FROM: Craig J. Wainio
City Administrator

As requested by the City Council, Staff has contacted both Qwest and Mediacom regarding communications in Unity Second Addition. Following are the prices quoted:

Mediacom	\$11,500
Qwest	\$13,592

Timothy N. and Andrea L. VanSoest

*709 8th Street South
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*218-741-5725
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November 3, 2008

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

In response to your letter dated August 21, 2008, I am writing to officially request the one-year extension to the required time-frame for the construction on our lot purchased in August 2007. Our lot number is 13 in block 2.

Please advise if you require any additional information for this request to be processed.

Sincerely,



Tim VanSoest

COUNCIL LETTER 111708-VD

ED ROSKOSKI

#102 SOUTH BOUND DIP

DATE: November 12, 2008

FROM: Ed Roskoski
City Councilor

Craig J. Wainio
City Administrator

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

The dip in the southbound lane on County #102 by the LEA driveway is getting deeper. It tosses vehicles around quite a bit. The County should be notified about repairs.

COMMUNICATIONS
NOVEMBER 17, 2008

1. Minnesota Association of Small Cities, an invitation to a gathering on November 21st in Chisholm.



The Minnesota Association of Small Cities

Coming To

"The Range"

*Please join the
Minnesota Association of Small Cities
for
"HAPPY HOUR"
Friday, November 21 ~ 6:30 to 8:00 pm
Tom & Jerry's Bar in Chisholm*

Hosted by: MAOSC Board of Directors

RSVP: JackieSura@pacemn.com or call 651-214-0595