

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, DECEMBER 7, 2015 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the November 16, 2015, meeting (#1-9)
  - B. Minutes of the November 30, 2015, COW (#10-11)
  - C. Receipts
  - D. Bills and Payroll
  - E. Communications (#64-69)
- III. Public Forum
  - A. Public Hearing – Abatement (#12)
  - B. Comments from the Public on 2016 Budget
- IV. Committee and Staff Reports
  - A. Mayor’s Report
  - B. City Administrator’s Report
    - 1. Environmentally Preferable Purchasing Policy (#13-15)
    - 2. 2015 Audit Proposal (#16-25)
  - C. Public Works Director’s Report
  - D. Library Director/Special Events Coordinator’s Report
    - 1. Library Policy Updates (##26-33)
  - E. Sheriff’s Department Report
  - F. City Engineer’s Report
  - G. Liaison Reports
- V. Unfinished Business
- VI. New Business
  - A. Resolution Number 29-15 Granting Abatement (#34-37)
  - B. 2016 Budget (#38-55)
  - C. Resolution Number 30-15 Final Levy (#56)
  - D. Resolution Number 31-15 Final Market Rate Levy (#57)
  - E. Resolution Number 32-15 Final EDA Levy (#58)
  - F. Contract for Service (#59-62)
  - G. Request to Serve Alcohol (#63)
- VII. Communications (#64-69)
- VIII. Announcements
- IX. Closed Meeting for Performance Evaluations (#70)
- X. Action on Items Discussed During the Closed Meeting
- XI. Adjourn

**MINUTES  
MOUNTAIN IRON CITY COUNCIL  
NOVEMBER 16, 2015**

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, and Mayor Gary Skalko. Absent member: Susan Tuomela. Also present were: Craig J. Wainio, City Administrator; Jill M. Clark, Municipal Services Secretary; Michael Downs, Director of Public Works; Rod Flannigan, City Engineer; Sally Yuccas, Librarian Director/Special Events Director; and Bryan Lindsay, City Attorney.

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

1. Approve the minutes of the November 2, 2015, regular meeting as submitted.
2. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
3. To acknowledge the receipts for the period November 1-15, 2015, totaling \$391,518.06, (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period November 1-15, 2015, totaling \$327,666.16, (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; Tuomela, absent; and Skalko, yes.

The Mayor reported on the following:

- State Highway 169 Upgrade. The City will be involved on the project for the portion of the highway at the intersection of Enterprise Drive North. The State has approved the Project for 2017.
- County Road 102. The newly relocated road could be open in December, but the County has not yet confirmed anything.
- AT & T Service Center. The new store opened last week.
- Condolences. To the family of Robert Kvas.
- Mountain Iron-Buhl Winter Sports. Good luck to all the students participating in the winter sports.
- Range Recreation Civic Center. There will be a "Curling Day in America" event filmed at the Center from December 2-5, 2015.

The City Administrator reported on the following:

- Bond Refinancing. He said that he was working with Northland Securities for a possible bond refinancing opportunity and if the Council agreed, he would proceed.
- Wellhead Protection Audit. The City of Mountain Iron has passed the audit. He thanked Tim Satrang for his assistance in preparing the audit.

- Sweetwater Project. He said that the City would be meeting with officials this week.

The Director of Public Works reported on the following:

- Recycling Trailer. The new trailer was delivered last week. He said that this is a joint purchase with the City of Eveleth.
- Christmas Decorations. The decorations have been put up.

The Library Director/Special Events Coordinator reported on the following:

- AT & T Store. Impressed with the new store.
- Mountain Iron-Buhl 5<sup>th</sup> Grade Class. Came to the Library to listen to a poet/song writer
- Continuing Education. Attended a class on customer service and maker space.

It was moved by Zupancich and seconded by Stanaway to adopt Resolution Number 28-15, opposing extension of disastrous trade policies, (a copy is attached and made a part of these minutes). The motion carried with Tuomela absent.

It was moved by Prebeg and seconded by Stanaway to authorize Staff to advertise externally for the position of Municipal Services Secretary in the Hometown Focus, Job Service, League of Minnesota Cities and other places as directed by the City Administrator with the City accepting applications until 4:00 p.m. on December 11, 2015. The motion carried with Tuomela absent.

It was moved by Stanaway and seconded by Zupancich to authorize Staff to post for the Assistant Fire Department Chief and Captain positions in the Mountain Iron Fire Department for three year terms, with applications being accepted until December 1, 2015 at 4:00 p.m. The motion carried with Tuomela absent.

The Council reviewed the list of communications.

At 6:46 p.m., it was moved by Zupancich and seconded by Prebeg to recess the regular meeting and go into closed session for performance evaluations for management staff following a brief recess. The motion carried with Tuomela absent.

The Mayor Skalko called the closed City Council meeting to order at 6:52 p.m. with the following members present: Joe Prebeg, Jr., Tony Zupancich, Alan Stanaway, and Mayor Gary Skalko. Absent member: Susan Tuomela. Also present was: Craig J. Wainio, City Administrator.

Performance evaluations were completed for the Director of Public Works, the Library Director/Special Events Coordinator, and the City Administrator, meeting with each individual separately.

At 7:35 p.m., it was moved by Zupancich and seconded by Prebeg to adjourn the closed meeting to discuss performance evaluations and open the regular meeting. The motion carried with Tuomela absent.

At 7:37 p.m., it was moved by Zupancich and seconded by Prebeg to recess the regular meeting and enter into a closed session to discuss misconduct allegations. The motion carried with Tuomela absent.

At 7:52 p.m., it was moved by Zupancich and seconded by Stanaway to adjourn the closed meeting to discuss misconduct allegations and reconvene the regular meeting. The motion carried with Tuomela absent.

At 7:54 p.m., it was moved by Skalko and seconded by Zupancich that the meeting be adjourned. The motion carried with Tuomela absent.

Submitted by:



Jill M. Clark, MMC  
Municipal Services Secretary

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## COMMUNICATIONS

1. Fairview Clinic, a note from the Patient Crisis Fund Committee.
2. Jenni and Eric Smith, a thank you for the arrangement sent to the funeral of Larry P. Johnson.

## Summary By Category And Distribution

Category	Distribution	Amount
FINES	CRIMINAL	1,665.75
TAXES	MISCELLANEOUS TAXES	576.69
UTILITY	UTILITY	138,989.08
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,000.00
BUILDING RENTALS	COMMUNITY CENTER	825.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	397.82
METER DEPOSITS	ELECTRIC	1,750.00
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	421.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	13.15
MISCELLANEOUS	REIMBURSEMENTS	85.45
CD INTEREST	NORTHLAND SEC-CASHED CD 101	200,000.00
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	31.03
METER DEPOSITS	WATER	40.00
LICENSES	CIGARETTE	100.00
LICENSES	LIQUOR	25.00
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	40,553.09
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
CD INTEREST	CD INTEREST 101	198.00
CD INTEREST	CD INTEREST 378	220.00
CD INTEREST	CD INTEREST 602	82.50
CD INTEREST	CD INTEREST 603	33.00
CD INTEREST	CD INTEREST 604	16.50
BUILDING RENTALS	NICHOLS HALL	70.00
MISCELLANEOUS	REIMB PHONE EXPENSE-ELEC	20.63
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	35.00
PERMITS	BUILDING	72.00
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	1,941.37
MISCELLANEOUS	FIRE DEPT-MISC INCOME	2,296.00
Summary Totals:		<u>391,518.06</u>

Check Issue Date(s): 11/13/2015 - 11/19/2015

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
11/15	11/13/2015	147774	130011	UNITED STATES POSTAL SERVICE	602-20200	401.65
11/15	11/17/2015	147775	10056	A T & T MOBILITY	604-20200	1,336.87
11/15	11/17/2015	147776	1131	ALAXANDRA MCCOMB	604-20200	135.55
11/15	11/17/2015	147777	10078	ALLIED GENERATORS (DBA)	602-20200	1,670.00
11/15	11/17/2015	147778	130017	AMERICAN BANK	101-20200	74.53
11/15	11/17/2015	147779	10066	AQUA POWER	602-20200	258.00
11/15	11/17/2015	147780	20022	BENCHMARK ENGINEERING INC	301-20200	12,332.75
11/15	11/17/2015	147781	20040	BRAUN INTERTEC CORPORATION	101-20200	13,480.00
11/15	11/17/2015	147782	1139	CANDICE BERG	101-20200	100.00
11/15	11/17/2015	147783	30084	CARDMEMBER SERVICE	603-20200	4,959.84
11/15	11/17/2015	147784	170001	CENTURY LINK	101-20200	443.44
11/15	11/17/2015	147785	220003	CITY OF VIRGINIA	101-20200	67.03
11/15	11/17/2015	147786	30059	CVAR, THOMAS	101-20200	200.00
11/15	11/17/2015	147787	1126	DARREN WESTERLUND	604-20200	106.60
11/15	11/17/2015	147788	50052	EMERGENCY APPARATUS	101-20200	29,532.87
11/15	11/17/2015	147789	50049	ESSENTIA HEALTH	602-20200	75.00
11/15	11/17/2015	147790	50053	EVELETH FLORAL COMPANY &	101-20200	56.91
11/15	11/17/2015	147791	50033	EXTREME SIGNS	101-20200	710.00
11/15	11/17/2015	147792	60026	FASTENAL COMPANY	101-20200	37.17
11/15	11/17/2015	147793	60005	FRYBERGER BUCHANAN SMITH &	101-20200	1,879.20
11/15	11/17/2015	147794	80022	HAWKINS INC	601-20200	964.69
11/15	11/17/2015	147795	140013	HD SUPPLY WATERWORKS, LTD.	601-20200	3,059.37
11/15	11/17/2015	147796	80001	HILLYARD/HUTCHINSON	101-20200	1,198.07
11/15	11/17/2015	147797	1128	JAYCIE LEE	604-20200	100.28
11/15	11/17/2015	147798		Information Only Check	604-20200	.00 V
11/15	11/17/2015	147799	120006	L & M SUPPLY	101-20200	1,456.35
11/15	11/17/2015	147800	1132	LOIS LEPPALA	604-20200	137.66
11/15	11/17/2015	147801	1127	MARA PLATTNER	604-20200	62.15
11/15	11/17/2015	147802	5061	MESABI FAMILY YMCA	101-20200	200.00
11/15	11/17/2015	147803	130026	MESABI SIGN COMPANY	101-20200	73.88
11/15	11/17/2015	147804	110035	MIDWEST COMMUNICATIONS	101-20200	500.00
11/15	11/17/2015	147805	1143	MINNESOTA DEER HUNTERS ASSN	101-20200	200.00
11/15	11/17/2015	147806	130102	MINNESOTA DEPT OF HEALTH	101-20200	705.00
11/15	11/17/2015	147807	140026	MINNESOTA ENERGY RESOURCES	101-20200	656.63
11/15	11/17/2015	147808	130009	MINNESOTA POWER (ALLETE INC)	604-20200	85,064.23
11/15	11/17/2015	147809	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	113.40
11/15	11/17/2015	147810	130015	MOUNTAIN IRON PUBLIC UTILITIES	603-20200	13,520.95
11/15	11/17/2015	147811	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	50,563.00
11/15	11/17/2015	147812	150003	OVERHEAD DOOR	101-20200	508.00
11/15	11/17/2015	147813	160003	PERPICH TV & MUSIC INC	101-20200	7.99
11/15	11/17/2015	147814	1133	PROJECT CARE FREE CLINIC	101-20200	200.00
11/15	11/17/2015	147815	170007	QUILL CORPORATION	603-20200	216.38
11/15	11/17/2015	147816	180004	RANGE COOPERATIVES	101-20200	17.18
11/15	11/17/2015	147817	180012	RESCO	604-20200	5,144.00
11/15	11/17/2015	147818	190067	SAINT LOUIS COUNTY	101-20200	35.00
11/15	11/17/2015	147819	190059	SAINT LOUIS COUNTY AUDITOR	603-20200	18,825.00
11/15	11/17/2015	147820	1125	SARA INDIHAR, JEREMY YOUNG, &	604-20200	124.03
11/15	11/17/2015	147821	190045	SERVICE SOLUTIONS	101-20200	23.00
11/15	11/17/2015	147822	1129	SHERYL LAMPPA	604-20200	230.01
11/15	11/17/2015	147823	190004	SKUBIC BROS INC	603-20200	66.69
11/15	11/17/2015	147824	190002	ST LOUIS COUNTY AUDITOR	603-20200	175.00
11/15	11/17/2015	147825	1152	ST LOUIS COUNTY PHHS	604-20200	329.07
11/15	11/17/2015	147826	1124	STEVE GUSTAFSON	604-20200	192.47
11/15	11/17/2015	147827	200020	THE TRENTI LAW FIRM	101-20200	4,952.44
11/15	11/17/2015	147828	210001	UNITED ELECTRIC COMPANY	101-20200	1,600.56
11/15	11/17/2015	147829	210002	UNITED TRUCK BODY COMPANY INC	101-20200	334.00
11/15	11/17/2015	147830	210009	USA BLUE BOOK	602-20200	482.16

Check Issue Date(s): 11/13/2015 - 11/19/2015

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
11/15	11/17/2015	147831	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	42,975.07
11/15	11/17/2015	147832	220020	VISA OR AMERICAN BANK CC PMT	604-20200	1,852.50
11/15	11/17/2015	147833	60038	WRIGHT EXPRESS FINAN SERV CORP	101-20200	5,201.16
11/15	11/17/2015	147834	240001	XEROX CORPORATION	101-20200	580.75
11/15	11/17/2015	147835	260001	ZIEGLER INC	101-20200	379.67
Totals:						<u>310,885.20</u>
Payroll-PP Ending 11/6/15						60,222.21
Electronic Trans.-Sales Tax 11/20/15						<u>16,780.96</u>
TOTAL EXPENDITURES						<u>\$327,666.16</u>



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

## RESOLUTION NUMBER 28-15

### OPPOSING EXTENSION OF DISASTROUS TRADE POLICIES

**WHEREAS**, U.S. trade deals for the past 25 years have been corporate-driven, incorporating rules that skew benefits to economic elites while requiring working families to bear the brunt of such policies; and

**WHEREAS**, the growing trade deficits, driven by the North American Free Trade Agreement, China's accession to the World Trade Organization, and the U.S.-Korea Free Trade Agreement, have displaced 700,000 jobs and 3.2 million jobs, and 75,000 jobs respectively; and

**WHEREAS**, U.S. employment in manufacturing dropped by 5 million from 2000 to 2015; and

**WHEREAS**, the St. Louis County unemployment rate is 4.6%; and

**WHEREAS**, the St. Louis County poverty rate is 16.4%, which requires the expenditure of limited public funds to assist families in crisis; and

**WHEREAS**, jobs lost due to trade devastate families and entire communities and can permanently reduce lifetime earnings for hundreds of thousands of workers; and

**WHEREAS**, the long decline of the American manufacturing base—exacerbated by bad trade policies that reward outsourcing—has undermined our economic security and poses a direct threat to our national security; and

**WHEREAS**, the offshoring of manufacturing and service jobs deprives local and state governments of sorely needed revenues, jeopardizing the livelihoods of millions of public servants as well as construction workers whose jobs depend upon infrastructure building, repair and maintenance; and

**WHEREAS**, under NAFTA-style trade rules, the U.S. annual trade deficit has increased dramatically from 70 billion in 1993, the year before NAFTA went into effect, to more than \$508 billion in 2014; and

**WHEREAS**, the disproportionate voice of powerful global corporations in the formation of U.S. "free trade" agreements has advanced an agenda that undermines the public interest and threatens democracy; and



**WHEREAS**, NAFTA and all but two of the U.S. trade deals that followed it include special legal rights for foreign investors, known as “investor-to-state dispute settlement” or ISDS, that allow foreign firms to bypass state and federal courts to challenge state and local laws, regulations, and administrative and judicial decisions in international tribunals; and

**WHEREAS**, the TPP includes provisions locking in monopoly protections for expensive specialty drugs called biologics and constrict the government’s ability to limit spending on drugs, potentially increasing drug costs for the government and all Americans; and

**WHEREAS**, foreign investors already have used NAFTA’s ISDS provisions to challenge decisions regarding local building permits, state bans on toxic chemicals and decisions of state courts; and

**WHEREAS**, promoting economic growth with equity in Mountain Iron requires an approach that reforms the entire trade negotiation process to ensure that voices of workers, farmers, small businesses, families and communities are heard and their interests addressed; and

**WHEREAS**, the Trans-Pacific Partnership (TPP) has been negotiated in secret, effectively shutting state and local governments out of the process, limiting our ability to influence its rules to ensure the people of Mountain Iron can participate in the benefits of trade; and

**WHEREAS**, given the enactment of fast track trade negotiating authority, states, localities and their citizens will have no opportunity to correct shortcomings in the TPP since its text was not made public until it was final and no longer can be improved; and

**WHEREAS**, repeating old mistakes in negotiating new trade agreements such as the TPP represents a missed opportunity to strengthen our economy, reduce income inequality and promote sustainable growth.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA**, that it calls upon our elected officials in the U.S. Senate and U.S. House of Representatives to oppose the TPP and any similar trade deals if they fail to restructure the misguided and failed policies of the past; and

**BE IT FURTHER RESOLVED**, that the Mountain Iron City Council calls upon our elected officials in the U.S. Senate and U.S. House of Representatives to support new trade deals such as the TPP only if they will:

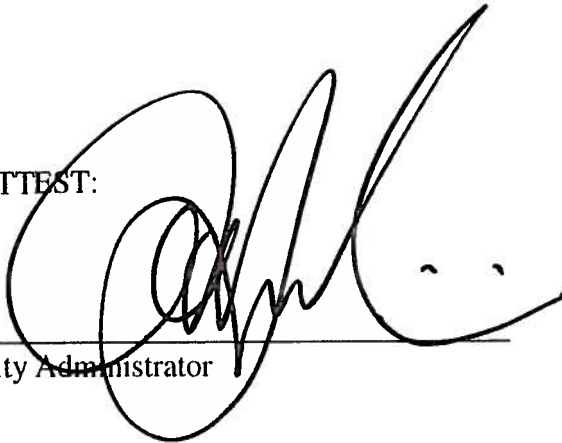
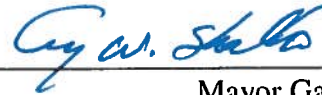
- Exclude investor-to-state dispute settlement (ISDS) and other provisions that favor foreign companies over domestic ones and undermine public choices;
- Ensure that countries cannot undercut U.S. based producers with weaker labor and environmental laws and enforcement;
- Ensure that the U.S. will engage in robust enforcement of trade rules, including labor and environmental rules;

- Include strong rule of origin to promote economic growth and job creation in the U.S.;
- Promote high standards of protection for workplaces, products, and natural resources rather than promoting a race to the bottom; and
- Put the interests of people and the planet over the interests of private profit.

**DULY ADOPTED BY THE CITY COUNCIL THIS 16<sup>th</sup> DAY OF NOVEMBER, 2015.**

ATTEST:

City Administrator

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is highly cursive and difficult to decipher.A handwritten signature in blue ink, written over a horizontal line. The signature is cursive and appears to read "Gary W. Skalko".

Mayor Gary Skalko

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING  
NOVEMBER 30, 2015

Mayor Skalko called the City Council meeting to order at 6:30 p.m. with the following members present: Joe Prebeg, Jr., Susan Tuomela, Ed Roskoski, Tony Zupancich, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Jill M. Clark, Municipal Services Secretary; Michael Downs, Public Works Director; Sally Peterangelo, Library Director/Special Events Coordinator; Greg Chad, Fire Chief; Stephen Skogman, Chairman of the Planning and Zoning Commission.

The purpose of the meeting was to review the 2016 General and Special Fund budgets.

The following comments were made when reviewing the budget:

It was noted that the 29% increase in health insurance costs were absorbed into the budget without increasing the levy through the savings from refinancing bonds and paying some off early.

The Administrator pointed out that a correction needs to be made in the Administration Department. He said that the payroll taxes line item should be \$35,000 and the Insurance-Group line item should be \$80,000.

The Council felt that the Recreation Department Special Event line item should be increased by \$5,000 for a total of \$35,000 for all Mountain Iron events.

The Council discussed repainting the West Two Rivers Campground signage in 2016.

The Library Director said that the library was in need of new windows on the main level, at a cost of approximately \$5,000-\$6,000. The Administrator said that this would be considered in the Capital Improvement Fund.

The Fire Chief said that the EMT Equipment line item should be increase to purchase new defibrulators. It was the consensus of the Council to have the purchases spread over a number of years. The Administrator said that this would be considered in the Capital Improvement Fund.

The Council reviewed the Capital Improvement Fund. The Council considered the removal of the following:

- General Fund pickup truck - \$25,000 (depending on the UAB Recommendation)
- Falcon Avenue- \$55,000
- Garden Drive South - \$100,000
- Technology-reduction of \$5,000-\$10,000
- Sidewalks/Trail Enterprise Drive North - \$100,000
- Fire Truck-Reduce to \$100,000
- Sheriffs Vehicle - \$30,000

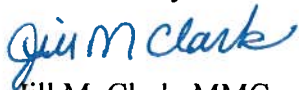
And, the addition of the following:

EMT Defibrulators - \$24,000  
Library Windows - \$6,000

Ed Roskoski was present and asked the Council to set aside \$5,000 as a grant match for the upgrades to the Pioneer Cemetery. The Council requested that the Parks and Recreation Board consider this request.

At 7:45 p.m., it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried.

Submitted by:



Jill M. Clark, MMC  
Municipal Services Secretary

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**EXHIBIT A**

**CITY OF MOUNTAIN IRON**

**NOTICE OF PUBLIC HEARING**

**REGARDING PROPOSED PROPERTY TAX ABATEMENT FOR THE IRON RANGE  
INVESTMENT LLC PROJECT**

NOTICE IS HEREBY GIVEN that the City Council of the City of Mountain Iron, Minnesota, will hold a public hearing at a meeting of the Council beginning at 6:30 p.m., on Monday, December 7, 2015, to be held at the Mountain Iron Community Center, 8586, Mountain Iron, Minnesota, on the proposal that the City abate property taxes levied by the City on the properties identified as tax parcel numbers 175-0071-00895 and 175-0071-00881 (the "Properties").

The total amount of the taxes proposed to be abated by the City on the Properties for up to a 10 year period is estimated to be not more than \$75,000. The City Council will consider the property tax abatement to assist Iron Range Investment LLC with development costs located in the City.

All interested persons may appear at the December 7, 2015 public hearing and present their views orally or in writing.

**COUNCIL LETTER 120715-IVB1**

**ADMINISTRATION**

**ENVIRONMENTAL PURCHASING POLICY**

**DATE:** December 03, 2015

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

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Staff has been working on an Environmentally Preferable Purchasing Policy to help guide the City's employee in making environmentally conscience decision when purchasing products on behalf of the City. This policy will also add to our already good standing in the Minnesota Green Step Cities Program. Staff is recommending adoption of the Environmentally Preferable Purchasing Policy as presented.

# ENVIRONMENTALLY PREFERABLE PURCHASING POLICY

Policy Number 2015-03

Adopted: December 7, 2015

I. PURPOSE AND NEED FOR POLICY The goal of this policy is to encourage and increase purchasing that reflects the City's commitment to sustainability. This Policy is adopted in order to promote:

- Conserving natural resources
- Minimizing environmental impacts, such as pollution
- Supporting strong recycling markets
- Increasing the use and availability of environmentally preferable products that protect the environment
- Rewarding manufacturers and vendors that reduce environmental impacts in their production and distribution systems
- Creating a model for successfully purchasing environmentally preferable products that encourages other purchasers in our community to adopt similar goals
- Lowering overall costs by addressing full cost accounting (purchase, maintenance, disposal, staff time, and labor)
- Leveraging buying power

II. POLICY The following guidelines are to be followed by the City of Mountain Iron:

1. Recycled Paper Products and Recycled-Content Products. Per Minnesota Statute 16B.122 and per the Federal Environmental Protection Agency's (EPA) requirements, the City of Burnsville will endeavor to purchase paper products containing the highest post-consumer content practicable, but no less than 30% recycled-content for copy paper (which is the minimum recycled content standard established by the EPA Comprehensive Procurement Guidelines: [www.epa.gov](http://www.epa.gov)). The City should purchase other products made with recycled material whenever possible and economically feasible.
2. Waste Minimization. The City should buy in bulk whenever practicable to reduce packaging. Packaging that is reusable, recyclable or compostable is preferred, when suitable uses and programs exist.
3. Energy Saving Products. All appliances and products purchased by the City, for which the US EPA Energy Star certification is available, will meet Energy Star certification, provided such products are available and financially feasible ([www.energystar.gov](http://www.energystar.gov)). This would include lighting systems, exhaust fans, water heaters, computers, exit signs, and appliances, such as refrigerators, dishwashers, and microwave ovens.
4. Water Saving Products. Water saving products purchased by the City will meet the WaterSense certification when such products are available and financially feasible

(www.epa.gov). This includes, but is not limited to, high-performing fixtures, such as toilets, waterless urinals, low-flow faucets and aerators, and upgraded irrigation systems.

5. **Cleaning Products.** Cleaning products purchased by the City will meet Green Seal, EcoLogo, and/or U.S. EPA Design for the Environment cleaning product standards, if such products are practicable, available, and perform to an acceptable standard.
6. **Lighting.** The City should purchase and install LED lighting on any new construction, retrofits, remodels or replacement projects, including street lighting.

III. **PROCEDURE** When purchasing products and services for the City, staff will:

- Ensure that specifications support the use of reusable, recycled, or environmentally preferable products by following these guidelines.
- Evaluate environmentally preferable products to determine the extent to which they may be used by the department and its contractors.
- Facilitate data collection on purchases of designated environmentally preferable products by the department in order to determine the effectiveness of the products and services.
- Use a standard of accepting a 10% increased cost for these items. Authorization from the City Administrator is required if the additional cost to buy the environmentally preferable product is greater than \$1,000.

IV. **RESPONSIBILITY** All City departments are responsible for implementation of this policy and to ensure their respective employees are fully aware and supportive of the City's policy to purchase environmentally preferable goods and services. City staff will implement these guidelines in conjunction with the city's normal purchasing procedure and with consideration of the above price differential.



**COUNCIL LETTER 120715-IVB2**

**AUDITOR**

**AUDIT PROPOSAL**

**DATE:** December 3, 2012

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

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Enclosed, please find the Audit proposal from Walker, Giroux and Hahne to perform the 2015 Audit. The proposal price is \$23,900 for the Governmental Funds and \$10,900 for the Enterprise Funds. For the 2014 Audit proposal the Governmental Funds were \$22,900 and the Enterprise funds were \$10,600.



**CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS**

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

November 16, 2015

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

RE: 2015 Audit Engagement

Enclosed please find an engagement letter for your audit.

The Governmental Accounting Standards Board issued GASB 68 (effective for periods beginning after June 15, 2014) to record unfunded pension liabilities within governmental units. This will require some additional accounting work from your accounting staff. Additional financial disclosures will also be required. We will be able to assist you with this additional work and as a result, additional time will be required to complete your audit.

Very truly yours,

Walker, Giroux & Hahne, LLC

A handwritten signature in blue ink, appearing to read "William Paulson".

William Paulson  
Certified Public Accountant

WP/pkm



**CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS**

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

November 16, 2015

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

We are pleased to confirm our understanding of the services we are to provide City of Mountain Iron, Minnesota for the year ended December 31, 2015. We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Mountain Iron, Minnesota as of and for the year ended December 31, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI) such as management's discussion and analysis (MD&A), to supplement City of Mountain Iron, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Mountain Iron, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Schedule of funding progress for postemployment benefit plan.
3. Schedule of revenues, expenditures and changes in fund balance – budget and actual.
4. Schedule of employer's proportionate share of the net pension liability.
5. Schedule of employer contributions.

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

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

## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of City of Mountain Iron, Minnesota and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City of Mountain Iron, Minnesota's financial statements. Our report will be addressed to the City Council and Management of the City of Mountain Iron, Minnesota. We will make reference to Esterbrooks, Scott, Signorelli, Peterson, Smithson, Ltd's audit of Mountain Manor Apartments, Mountain Iron Housing and Redevelopment Authority, a discretely presented component unit of the City of Mountain Iron, Minnesota in our report on your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, and that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Mountain Iron, Minnesota is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

### **Audit Procedures – General**

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

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards. We will make reference to other auditors of the Mountain Manor Apartments, Mountain Iron Housing and Redevelopment Authority in the auditor's report on the group financial statements.

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

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance

matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

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

### **Audit Procedure – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Mountain Iron, Minnesota's compliance with the provisions of applicable laws, regulations, contracts, agreements and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Other Services**

We will assist in preparing the financial statements and related notes of City of Mountain Iron, Minnesota in conformity with U.S. generally accepted accounting principles based on information provided by you. We will also prepare the trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information into a working trial balance based on management's chart of accounts. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

### **Management Responsibilities**

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

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

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

You agree to assume all management responsibilities relating to the financial statements and related notes, our preparation of the trial balance, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes, and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them and any other nonaudit services we provide. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

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

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

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

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

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

We expect to begin our audit on approximately December 31, 2015 and to issue our reports no later than June 30, 2016. William Paulson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.), except that we agree that our gross fee, including expenses, will not exceed \$23,900 for the City's Governmental Funds and \$10,900 for the Enterprise Funds with an additional fee of \$3,000 if a federal single audit is required. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The



City of Mountain Iron, Minnesota  
November 16, 2015  
Page 7


above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2012 peer review report accompanies this letter.

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

Very truly yours,

WALKER, GIROUX & HAHNE, LLC

  
William Paulson  
Certified Public Accountant

**RESPONSE:**

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

\_\_\_\_\_  
Management signature

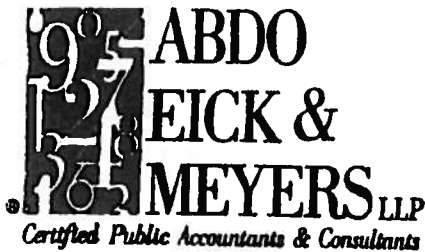
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Governance signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



5201 Eden Avenue  
Suite 250  
Edina, MN 55436

## System Review Report

October 17, 2012

To the Shareholders

Walker Giroux & Hahne, Ltd.

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

We have reviewed the system of quality control for the accounting and auditing practice of Walker Giroux & Hahne, Ltd. (the Firm) in effect for the year ended June 30, 2012. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*; and an audit of an employee benefit plan.

In our opinion, the system of quality control for the accounting and auditing practice of Walker Giroux & Hahne, Ltd. in effect for the year ended June 30, 2012, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Walker Giroux & Hahne, Ltd. has received a peer review rating of *pass*.

*Abdo Eick + Meyers, LLP*

December 1, 2015

To: Mayor Skalko and City Councilors

From: Sally Yuccas, Library Director

Re: Policy Updates

Arrowhead Library System has requested each of the member libraries provide updates on six various policies. I would like council support on these policies so I may submit them to Arrowhead Library System.

Thank you.

Sally Yuccas, Director

## Intellectual Freedom

The Mountain Iron Public Library upholds patrons' intellectual freedom according to the American Library Association's Library Bill of Rights:

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967, January 23, 1980; inclusion of "age" reaffirmed January 23, 1996.

## **Mt. Iron Public Library**

### **Materials Selection Policy**

#### **Mission of the Mt. Iron Public Library**

The Mt. Iron Public Library contributes to an informed, connected community by providing books, technology, and special programs that support early literacy and academic achievement, and encourage people of all ages to become lifelong learners.

#### **Responsibility for Selection of Material**

The Library Director and the Assistant Librarian are responsible for selecting library materials.

#### **General Principles**

The library shall provide materials in all subject areas and in varied formats, print and non-print. Specific criteria to be considered are: Reputation of author, publisher, significance of the subject to the region, evaluations and reviews. Sources used would be: Booklist, Library Journal, area newspapers, magazines, Publisher's catalogs, Publisher's weekly and online reviews. In addition, suggestions and requests from other librarians and members of the public will be considered. These general principles apply to both adult and youth reading materials.

#### **Controversial Materials**

In seeking to accomplish its stated mission, the Mt. Iron Public Library subscribes to the following paragraphs of the Library Bill of Rights:

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

## **Mt. Iron Public Library**

### **Circulation Policy**

The goals of this policy are to encourage accountability for and the timely return of library materials so that there is optimal sharing of the collection.

**Library Card:** Patrons must have a library card in good standing (with fines/fees below \$10) in order to borrow materials from the Mt. Iron Public Library.

**Holds:** As a member of the Arrowhead Library System, the Mt. Iron Public Library will attempt to fulfill requests for materials either currently checked out or not owned locally first within and then without the Arrowhead Library System. Patrons may place requests for not owned by the Mt. Iron Library in person, over the phone, by email, online catalog or through MNLink (if not owned by the Arrowhead Library System).

#### **Loan Periods:**

- **Movies:** Feature films are checked out for 3 days. Series : 7 days. These items may be renewed if no other patrons are waiting.
- **Magazines:** 28 days
- **Books/audiobooks:** 28 days
- **All other items:** 28 days

Renewals may be obtained by calling or emailing the library or online

#### **Fines:**

The Mt. Iron Library does not charge late fees but do expect items returned on time. If items are not returned , we do not allow check out to the patron until items are returned.

**Lost or damaged items:** Patrons are responsible for replacing or paying replacements costs for items they or their minor children have lost or damaged.

## Confidentiality of User Records Policy

### Mt. Iron Public Library

The Mt. Iron Public Library respects the rights of its users to privately seek information and borrow library materials. In accordance with Minnesota state law (Statute 13.40), the library considers information in a patron's record—including both personal data and links to information on materials borrowed or requested to be private. Such records shall not be made available to any agency of state, federal, or local government except pursuant to such process, order, or subpoena as may be authorized under the authority of, and pursuant to federal, state, or local law relating to civil, criminal, or administrative discovery procedures or legislative power. The library will resist the issuance or enforcement of any such process, order of subpoena until such time as proper showing of good cause has been made in a court of competent jurisdiction.

If any agent or officer approaches library staff for access to library records, staff will immediately ask for identification and alert the library director that a law enforcement request has been made. The library will request to have its legal counsel present before and during the execution of a search warrant to assure that the search conforms to the terms of the warrant. Any court orders will be examined by the library's legal counsel for legal defects. If a defect exists, the library's counsel will advise on the best method to resist the order.

## **Mt. Iron Public Library**

### **Fines and Recovery of Overdue Materials**

Library materials are purchased for use by all citizens of the City of Mountain Iron. The Mountain Iron Public Library establishes regulations for the loan of materials, including circulation periods and renewal processes. We do not collect late fees for overdue items but we do charge if the item is not returned and/or damaged.

The library will attempt to recover overdue materials and will notify patrons of unpaid fees according to procedures. The library will also provide sufficient information to allow any individual other than the holder of the borrower's card to settle unpaid fees on that card. However, authors, titles, or subject of lost or overdue materials will not be disclosed without the presentation of the borrower's card and or current identification that matches card information.



## Mt. Iron Public Library

### Policy of use of Internet Access and Computer Terminals

#### Statement of Purpose:

The Mountain Iron Public Library will provide Internet access as one means of fulfilling its mission "to provide access to information and materials which promote education, intellectual stimulation and entertainment to the citizens of Mountain Iron."

#### Policy:

The Internet, as an information resource, enables the library to provide information beyond the regular collection. The Internet offers a variety of information that is professionally and culturally stimulating; however, information is constantly changing, making it impossible to predict what information is available. Individual users must accept responsibility for determining content of information found on the Internet.

The Mountain Iron Public Library subscribes to the American Library Association's Library Bill of Right: "Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation." Individual users may not use the computers to display graphics that are obscene under Minnesota Statutes Section 617.241. They may not use the computers for illegal purposes. It is also the individual user's responsibility to demonstrate judgment, respect for others, and appropriate conduct while using Public Library resources and facilities.

The Arrowhead Library System receives federal funding in support of Internet access. Federal law requires libraries receiving such funding to install a technological device to block access to imagery defined by the Act as being harmful to minors. Federal law allows an adult to request that a CIPA-affected site be temporarily unblocked for "bonafide research or other legal purposes."

The Mountain Iron Public Library affirms the right and responsibility of parents to provide guidance for their own children's use of library materials and resources, including electronic resources. The American Library Association's Free Access to Libraries for Minors: an Interpretation of the Library Bill of Rights: "Librarians and governing bodies should maintain that parents--and only parents--have the right and the responsibility to restrict the access of their children--and only their children--to library resources." Parents are encouraged to work closely with their children in selecting material that is consistent with personal and family values. Parents are encouraged to share with their children rules for online safety on the Safekids web site.

**Not all sources on the Internet provide accurate, complete, or current information. Users need to be good information consumers, questioning the validity of the information.**

**COUNCIL LETTER 120715-VIA1**

**EDA**

**RESOLUTION 29-15**

**DATE:** October 29, 2015  
**FROM:** Economic Development Authority  
Craig J. Wainio  
City Administrator

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Iron Range Investments LLC has purchased the former Greta's Gym property and secured a tenant to lease the property. In order to secure the tenant the IRI had to make a significant investment to upgrade the property. IRI requested tax abatement assistance from the City in order to make the investment in the property. After calculating the current property tax along with the estimated future property tax, an investment by the City of \$7500 a year for ten years would be an appropriate commitment. In order proceed with the abatement, the City Council held a public hearing as required. Upon completion of the public hearing the EDA recommends that the City Council move ahead with the tax abatement and therefore adopt Resolution Number 29-15.



# 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 29-15

### APPROVING PROPERTY TAX ABATEMENT FOR CERTAIN PROPERTY LOCATED IN THE CITY OF MOUNTAIN IRON

**BE IT RESOLVED** By the City Council (the "Council") of the City of Mountain Iron, St. Louis County, Minnesota (the "City") as follows:

#### Section 1. Recitals.

1.01. The City proposes to provide assistance to Iron Range Investment LLC with development costs located within the City (the "Project"). The City proposes to use abatement for the purposes provided for in Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the "Act"). The proposed term of the abatement will be for up to 10 years in an aggregate total amount not to exceed \$75,000 (the "Abatement") and will be derived from the City's share of property taxes derived from the parcels identified on the attached **Exhibit A** (the "Abatement Property").

1.02. On the date hereof, this Council conducted a duly noticed public hearing on the Abatement at which the views of all interested persons were heard, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice.

1.03 The Abatement is authorized under the Act.

#### Section 2. Findings.

2.01. This Council finds and determines that the benefits to the City from the Abatement will be at least equal to the costs to the City and that the Abatement is in the public interest because it will increase or preserve the tax base.

2.02. The Abatement Property will not be located in a tax increment financing district during the term of the Abatement.

2.03. In accordance with Section 469.1813, Subdivision 8 of the Act, in no year shall the Abatement, together with all other abatements approved by the City under the Act and paid in that year, exceed the greater of ten percent of the City's net tax capacity for the taxes payable year to which the Abatement applies or \$200,000.

#### Section 3. Actions Ratified; Abatement Approved.

3.01. This Council ratifies all actions of the City's staff and consultants in arranging for approval of this Resolution in accordance with the Act.

3.02. Subject to the provisions of the Act, the Abatement is approved and adopted subject to the following terms and conditions:

- (a) The Abatement shall be up to 10 years commencing with real estate taxes payable in 2016 and continuing through 2026, inclusive.
- (b) The aggregate total Abatement paid by the City shall not exceed \$75,000.
- (c) The Abatement shall at all times be subject to the Act.
- (d) In accordance with Section 469.1815 of the Act, the City will add to its levy in each year during the term of the Abatement the total estimated amount of current year Abatement granted under this Resolution.

3.03. The Mayor and Administrator are authorized and directed to execute and deliver any agreements, certificates or other documents that the City determines are necessary to implement this Resolution.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2015.**

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

ATTEST:

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

**EXHIBIT A**  
**ABATEMENT PROPERTY**

Parcel Identification Numbers:

175-0071-00895 and 175-0071-00881

**COUNCIL LETTER 120114-VIB-E**

**ADMINISTRATION**

**2016 BUDGET**

**DATE:** December 3, 2014

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

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At this meeting, the City Council is required to adopt the 2016 budget and set the final levy for 2016.

First, the City Council needs to adopt the 2016 Budget. Enclosed is a copy of the proposed budget for 2015.

Second, the City Council is to consider the adoption of Resolution setting the general levy for 2016. Enclosed is Resolution Number 30-14 approving the general levy. This Resolution reflects no change in the levy.

Third, the City Council is to consider the adoption of Resolution Number 31-15 setting the market rate levy for 2016. The market rate levy is used to cover the payments for the community center bonds. Resolution Number 31-15 reflects the amount needed to cover the bond payment for 2016 and is exactly the same as last year.

Lastly, Resolution Number 32-15 sets the EDA levy for 2016. This Resolution reflects a levy of the same amount as last year which generates approximately \$12,000 for the EDA. It is recommended that the City Council adopt Resolution Number 32-15 as presented.

**BUDGET SUMMARY  
CITY OF MOUNTAIN IRON**

EXPENDITURES	2015 Budget	2016 Budget	Difference	Percent
Administration	\$ 587,000.00	\$ 611,500.00	\$ 24,500.00	4.2%
Public Safety	\$ 651,500.00	\$ 663,500.00	\$ 12,000.00	1.8%
Public Works	\$ 954,000.00	\$ 993,000.00	\$ 39,000.00	4.1%
Culture and Rec	\$ 507,000.00	\$ 478,000.00	\$ (29,000.00)	-5.7%
General Government	\$ 1,078,255.00	\$ 1,054,235.00	\$ (24,020.00)	-2.2%
<b>TOTAL</b>	<b>\$ 3,777,755.00</b>	<b>\$ 3,800,235.00</b>	<b>\$ 22,480.00</b>	<b>0.6%</b>

REVENUE				
Taxes	\$ 125,811.00	\$ 125,811.00	\$ -	0.0%
Intergovernmental Aid	\$ 2,242,966.00	\$ 2,263,446.00	\$ 20,480.00	0.9%
General Revenue	\$ 202,000.00	\$ 204,000.00	\$ 2,000.00	1.0%
<b>TOTAL</b>	<b>\$ 2,570,777.00</b>	<b>\$ 2,593,257.00</b>	<b>\$ 22,480.00</b>	<b>0.9%</b>

<b>GENERAL LEVY</b>	<b>\$ 1,206,978.00</b>	<b>\$ 1,206,978.00</b>	<b>\$ -</b>	<b>0.0%</b>
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**BUDGET SUMMARY**  
**CITY OF MOUNTAIN IRON**  
**REVENUE**

GENERAL REVENUE	2015 Budget	2016 Budget	Difference	Percent
Lic. & Permits	\$ 30,000.00	\$ 30,000.00	\$ -	0.0%
Charges for Service	\$ 55,000.00	\$ 57,000.00	\$ 2,000.00	3.6%
Fines	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%
Interest	\$ 5,000.00	\$ 5,000.00	\$ -	0.0%
Refunds	\$ 95,000.00	\$ 95,000.00	\$ -	0.0%
General	\$ 5,000.00	\$ 5,000.00	\$ -	0.0%
Subtotal	\$ 202,000.00	\$ 204,000.00	\$ 2,000.00	1.0%

**INTERGOVERNMENTAL REVENUE**

Local Government Aid	\$ 1,292,966.00	\$ 1,298,446.00	\$ 5,480.00	0.4%
Taconite Production Tax	\$ 520,000.00	\$ 525,000.00	\$ 5,000.00	1.0%
Taconite Municipal Aid	\$ 315,000.00	\$ 320,000.00	\$ 5,000.00	1.6%
Mining Effects Tax	\$ 100,000.00	\$ 105,000.00	\$ 5,000.00	5.0%
Other	\$ 15,000.00	\$ 15,000.00	\$ -	0.0%
Subtotal	\$ 2,242,966.00	\$ 2,263,446.00	\$ 20,480.00	0.9%

**TAXES**

Tax Levy	\$ 1,206,978.00	\$ 1,206,978.00	\$ -	0.0%
Market Rate Levy	\$ 83,811.00	\$ 83,811.00	\$ -	0.0%
Misc. Taxes	\$ 20,000.00	\$ 20,000.00	\$ -	0.0%
Franchise	\$ 22,000.00	\$ 22,000.00	\$ -	0.0%
Subtotal	\$ 1,332,789.00	\$ 1,332,789.00	\$ -	0.0%

**Total**      **\$ 3,777,755.00**      **\$ 3,800,235.00**      **\$ 22,480.00**      **0.6%**

**BUDGET  
CITY OF MOUNTAIN IRON  
REVENUE**

	2013	2014	2015	2016		
TAXES	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET	
					%	
Tax Levy	\$ 956,858.00	\$ 1,101,728.00	\$ 1,206,978.00	\$ 525,159.00	\$ 1,206,978.00	0.0%
Bond Levy	\$ 331,408.00	\$ 343,320.00	\$ 83,811.00	\$ 191,602.00	\$ 83,811.00	0.0%
Misc Taxes	\$ 42,909.00	\$ 21,775.00	\$ 20,000.00	\$ (275.00)	\$ 20,000.00	0.0%
Franchise	\$ 24,256.00	\$ 23,710.00	\$ 22,000.00	\$ 11,918.00	\$ 22,000.00	0.0%
<b>TOTAL</b>	\$ 1,355,431.00	\$ 1,490,533.00	\$ 1,332,789.00	\$ 728,404.00	\$ 1,332,789.00	0.0%

**INTERGOVERNMENTAL REVENUE**

LGA	\$ 1,156,268.00	\$ 1,281,590.00	\$ 1,292,966.00	\$ 646,483.00	\$ 1,298,446.00	0.4%
Tac. Prod Aid	\$ 2,289,440.00	\$ 561,626.00	\$ 520,000.00	\$ 285,463.00	\$ 525,000.00	1.0%
Tac. Aid	\$ 381,755.00	\$ 382,159.00	\$ 315,000.00	\$ -	\$ 320,000.00	1.6%
Mining Effects	\$ 106,885.00	\$ 110,677.00	\$ 100,000.00	\$ 56,646.00	\$ 105,000.00	5.0%
Misc. Aid	\$ 22,192.00	\$ 42,311.00	\$ 15,000.00	\$ 24,526.00	\$ 15,000.00	0.0%
<b>TOTAL</b>	\$ 3,956,540.00	\$ 2,378,363.00	\$ 2,242,966.00	\$ 1,013,118.00	\$ 2,263,446.00	0.9%

**GENERAL REVENUE**

Lic. & Permits	\$ 91,372.00	\$ 38,835.00	\$ 30,000.00	\$ 13,093.00	\$ 30,000.00	0.0%
Charges for Service	\$ 74,365.00	\$ 64,153.00	\$ 55,000.00	\$ 84,699.00	\$ 57,000.00	3.6%
Fines	\$ 17,394.00	\$ 13,531.00	\$ 12,000.00	\$ 8,408.00	\$ 12,000.00	0.0%
Interest	\$ (8,527.00)	\$ 12,944.00	\$ 5,000.00	\$ 11,493.00	\$ 5,000.00	0.0%
Refunds	\$ 340,798.00	\$ 111,389.00	\$ 95,000.00	\$ 8,053.00	\$ 95,000.00	0.0%
General	\$ 2,800.00	\$ 1,275.00	\$ 5,000.00	\$ 1,135.00	\$ 5,000.00	0.0%
<b>TOTAL</b>	\$ 518,202.00	\$ 242,127.00	\$ 202,000.00	\$ 126,881.00	\$ 204,000.00	1.0%
<b>TOTAL</b>	\$ 5,830,173.00	\$ 4,111,023.00	\$ 3,777,755.00	\$ 1,868,403.00	\$ 3,800,235.00	0.6%

**BUDGET SUMMARY  
CITY OF MOUNTAIN IRON  
EXPENDITURES**

DEPARTMENT	2015 Budget	2016 Budget	Difference	Percent
City Council	\$ 26,000.00	\$ 26,000.00	\$ -	0.0%
Administration	\$ 527,000.00	\$ 547,000.00	\$ 20,000.00	3.8%
Election	\$ -	\$ 4,500.00	\$ 4,500.00	100.0%
Assessing	\$ -	\$ -	\$ -	0.0%
Planning & Zoning	\$ 34,000.00	\$ 34,000.00	\$ -	0.0%
Sheriffs	\$ 520,000.00	\$ 520,000.00	\$ -	0.0%
Fire Protection	\$ 107,000.00	\$ 109,000.00	\$ 2,000.00	1.9%
Emergency Management	\$ 1,000.00	\$ 11,000.00	\$ 10,000.00	1000.0%
Animal Control	\$ 23,500.00	\$ 23,500.00	\$ -	0.0%
Streets	\$ 745,000.00	\$ 775,000.00	\$ 30,000.00	4.0%
Buildings	\$ 209,000.00	\$ 218,000.00	\$ 9,000.00	4.3%
Campground	\$ 55,000.00	\$ 60,000.00	\$ 5,000.00	9.1%
Recreation	\$ 281,000.00	\$ 237,000.00	\$ (44,000.00)	-15.7%
Government	\$ 276,100.00	\$ 336,100.00	\$ 60,000.00	21.7%
Library	\$ 171,000.00	\$ 181,000.00	\$ 10,000.00	5.8%
Transfers	\$ 802,155.00	\$ 718,135.00	\$ (84,020.00)	-10.5%
<b>Total</b>	<b>\$ 3,777,755.00</b>	<b>\$ 3,800,235.00</b>	<b>\$ 22,480.00</b>	<b>0.6%</b>

**BUDGET**  
**CITY OF MOUNTAIN IRON**  
**GOVERNMENT OPERATIONS**

CITY COUNCIL	2013		2014		2015		2016	
	ACTUAL		ACTUAL		BUDGET		YTD	BUDGET
Council Salaries	\$ 20,400.00	\$	20,400.00	\$	20,400.00	\$	11,900.00	\$ 20,400.00
Other	\$ 2,883.00	\$	2,035.00	\$	5,600.00	\$	1,340.00	\$ 5,600.00
<b>TOTAL</b>	\$ 23,283.00	\$	22,435.00	\$	26,000.00	\$	13,240.00	\$ 26,000.00
								0%
								0%
								0%

**ADMINISTRATION**

Salaries	\$ 204,810.00	\$	205,119.00	\$	220,000.00	\$	127,827.00	\$ 220,000.00	0%
Payroll Taxes	\$ 32,950.00	\$	36,863.00	\$	35,000.00	\$	23,492.00	\$ 35,000.00	0%
Insurance-Group	\$ 61,076.00	\$	59,976.00	\$	70,000.00	\$	35,762.00	\$ 90,000.00	29%
Insurance-General	\$ 26,157.00	\$	27,970.00	\$	50,000.00	\$	5,932.00	\$ 50,000.00	0%
Independent Audit	\$ 22,166.00	\$	25,000.00	\$	25,000.00	\$	25,000.00	\$ 25,000.00	0%
Engineering Fees	\$ 6,849.00	\$	28,098.00	\$	30,000.00	\$	3,165.00	\$ 30,000.00	0%
Legal Fees	\$ 43,722.00	\$	64,244.00	\$	45,000.00	\$	29,324.00	\$ 45,000.00	0%
Communications	\$ 24,767.00	\$	24,643.00	\$	20,000.00	\$	18,487.00	\$ 20,000.00	0%
Supplies	\$ 5,021.00	\$	5,015.00	\$	5,000.00	\$	2,614.00	\$ 5,000.00	0%
Operations	\$ 28,205.00	\$	23,108.00	\$	27,000.00	\$	21,858.00	\$ 27,000.00	0%
<b>TOTAL</b>	\$ 455,723.00	\$	500,036.00	\$	527,000.00	\$	293,461.00	\$ 547,000.00	4%

**ELECTION**

Salaries	\$ -	\$	2,674.00	\$	-	\$	-	\$ 3,000.00	100%
Operations	\$ -	\$	1,532.00	\$	-	\$	-	\$ 1,500.00	100%
<b>TOTAL</b>	\$ -	\$	4,206.00	\$	-	\$	-	\$ 4,500.00	0%

**BUDGET**  
**CITY OF MOUNTAIN IRON**  
**GOVERNMENT OPERATIONS**

ASSESSING	2013	2014	2015	2015	2016	%
	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET	
Contract Services	\$ 31,812.00	\$ 15,876.00	\$ -	\$ -	\$ -	0%
Operations	\$ -	\$ 322.00	\$ -	\$ -	\$ -	0%
<b>TOTAL</b>	\$ 31,812.00	\$ 16,198.00	\$ -	\$ -	\$ -	0%

**PLANNING & ZONING**

Salaries	\$ 42,455.00	\$ 25,443.00	\$ 25,000.00	\$ 20,653.00	\$ 25,000.00	0%
Payroll Taxes	\$ 3,247.00	\$ 2,823.00	\$ 3,000.00	\$ 1,129.00	\$ 3,000.00	0%
Operations	\$ 5,342.00	\$ 3,994.00	\$ 6,000.00	\$ 2,668.00	\$ 6,000.00	0%
<b>TOTAL</b>	\$ 51,044.00	\$ 32,260.00	\$ 34,000.00	\$ 24,450.00	\$ 34,000.00	0%

**ADMINISTRATION**

<b>TOTAL</b>	\$ 561,862.00	\$ 575,135.00	\$ 587,000.00	\$ 331,151.00	\$ 611,500.00	4%
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**BUDGET**  
**CITY OF MOUNTAIN IRON**  
**PUBLIC SAFETY**

<b>POLICE PROTECTION</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>%</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>YTD</b>	<b>BUDGET</b>
Contract Services	\$ 500,000.00	\$ 510,000.00	\$ 510,000.00	\$ 297,500.00	\$ 510,000.00
Other Expenditures	\$ 13,706.00	\$ 16,725.00	\$ 10,000.00	\$ 6,211.00	\$ 10,000.00
<b>TOTAL</b>	\$ 513,706.00	\$ 526,725.00	\$ 520,000.00	\$ 303,711.00	\$ 520,000.00

**FIRE PROTECTION**

Salaries	\$ 28,146.00	\$ 40,252.00	\$ 26,000.00	\$ 17,721.00	\$ 28,000.00	8%
Payroll Taxes	\$ 3,058.00	\$ 5,299.00	\$ 4,000.00	\$ 3,175.00	\$ 4,000.00	0%
Training	\$ 10,999.00	\$ 16,644.00	\$ 20,000.00	\$ 6,312.00	\$ 20,000.00	0%
Maintenance	\$ 30,896.00	\$ 9,953.00	\$ 16,000.00	\$ 18,698.00	\$ 16,000.00	0%
Operations	\$ 34,686.00	\$ 28,805.00	\$ 30,000.00	\$ 12,191.00	\$ 30,000.00	0%
Firemen's Relief	\$ 24,732.00	\$ 8,779.00	\$ 11,000.00	\$ -	\$ 11,000.00	0%
<b>TOTAL</b>	\$ 132,517.00	\$ 109,732.00	\$ 107,000.00	\$ 58,097.00	\$ 109,000.00	2%

**EMERGENCY MANAGEMENT**

Plan Update	\$ -	\$ 10,000.00	\$ -	\$ 9,500.00	\$ 10,000.00	100%
Operations	\$ 25.00	\$ 17,035.00	\$ 1,000.00	\$ -	\$ 1,000.00	0%
<b>TOTAL</b>	\$ 25.00	\$ 27,035.00	\$ 1,000.00	\$ 9,500.00	\$ 11,000.00	1000%

**ANIMAL CONTROL**

Contract Services	\$ 18,000.00	\$ 18,000.00	\$ 23,000.00	\$ 10,500.00	\$ 23,000.00	0%
Operations	\$ -	\$ 212.00	\$ 500.00	\$ -	\$ 500.00	0%
<b>TOTAL</b>	\$ 18,000.00	\$ 18,212.00	\$ 23,500.00	\$ 10,500.00	\$ 23,500.00	0%

**PUBLIC SAFETY**

<b>TOTAL</b>	\$ 664,248.00	\$ 681,704.00	\$ 651,500.00	\$ 381,808.00	\$ 663,500.00	2%
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**BUDGET  
CITY OF MOUNTAIN IRON  
PUBLIC WORKS**

STREETS	2013	2014	2015	2015	2016	%
	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET	
Salaries	\$ 306,144.00	\$ 276,050.00	\$ 360,000.00	\$ 198,847.00	\$ 360,000.00	0%
Payroll Taxes	\$ 48,925.00	\$ 41,860.00	\$ 55,000.00	\$ 33,029.00	\$ 55,000.00	0%
Insurance-Group	\$ 91,762.00	\$ 77,654.00	\$ 120,000.00	\$ 84,636.00	\$ 150,000.00	25%
Utilities	\$ 55,749.00	\$ 57,560.00	\$ 55,000.00	\$ 28,662.00	\$ 55,000.00	0%
Maintenance	\$ 122,279.00	\$ 122,703.00	\$ 85,000.00	\$ 45,352.00	\$ 85,000.00	0%
Supplies	\$ 40,996.00	\$ 46,823.00	\$ 40,000.00	\$ 18,502.00	\$ 40,000.00	0%
Operations	\$ 50,753.00	\$ 46,873.00	\$ 30,000.00	\$ 9,975.00	\$ 30,000.00	0%
<b>TOTAL</b>	<b>\$ 716,608.00</b>	<b>\$ 669,523.00</b>	<b>\$ 745,000.00</b>	<b>\$ 419,003.00</b>	<b>\$ 775,000.00</b>	<b>4%</b>

**BUILDINGS**

Salaries	\$ 70,616.00	\$ 66,357.00	\$ 67,000.00	\$ 47,925.00	\$ 69,000.00	3%
Payroll Taxes	\$ 10,912.00	\$ 10,761.00	\$ 11,000.00	\$ 7,167.00	\$ 11,000.00	0%
Insurance-Group	\$ 22,913.00	\$ 21,659.00	\$ 23,000.00	\$ 6,587.00	\$ 30,000.00	30%
Utilities	\$ 39,101.00	\$ 42,338.00	\$ 45,000.00	\$ 23,390.00	\$ 45,000.00	0%
Communications	\$ 3,417.00	\$ 2,776.00	\$ 2,000.00	\$ 1,619.00	\$ 2,000.00	0%
Supplies	\$ 37,502.00	\$ 24,089.00	\$ 30,000.00	\$ 16,226.00	\$ 30,000.00	0%
Operations	\$ 43,988.00	\$ 33,901.00	\$ 31,000.00	\$ 22,386.00	\$ 31,000.00	0%
<b>TOTAL</b>	<b>\$ 228,449.00</b>	<b>\$ 201,881.00</b>	<b>\$ 209,000.00</b>	<b>\$ 125,300.00</b>	<b>\$ 218,000.00</b>	<b>4%</b>

**PUBLIC WORKS**

<b>TOTAL</b>	<b>\$ 945,057.00</b>	<b>\$ 871,404.00</b>	<b>\$ 954,000.00</b>	<b>\$ 544,303.00</b>	<b>\$ 993,000.00</b>	<b>4%</b>
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**BUDGET  
CITY OF MOUNTAIN IRON  
CULTURE AND RECREATION**

CAMPGROUND	2013	2014	2015	2016	%
	ACTUAL	ACTUAL	BUDGET	BUDGET	
Salaries \$	18,184.00	\$ 20,994.00	\$ 21,000.00	\$ 22,000.00	5%
Payroll Taxes \$	5,428.00	\$ 6,317.00	\$ 2,000.00	\$ 4,000.00	100%
Insurance-Group \$	2,347.00	\$ 2,621.00	\$ 3,000.00	\$ 3,000.00	0%
Utilities \$	9,598.00	\$ 9,483.00	\$ 8,000.00	\$ 8,000.00	0%
Operations \$	22,708.00	\$ 26,906.00	\$ 20,000.00	\$ 22,000.00	10%
Advertising \$	100.00	\$ 1,022.00	\$ 1,000.00	\$ 1,000.00	0%
<b>TOTAL</b>	\$ 58,365.00	\$ 67,343.00	\$ 55,000.00	\$ 60,000.00	9%

**RECREATION DEPARTMENT**

Salaries \$	77,577.00	\$ 82,713.00	\$ 107,000.00	\$ 107,000.00	0%
Payroll Taxes \$	10,426.00	\$ 11,561.00	\$ 13,000.00	\$ 13,000.00	0%
Insurance-Group \$	23,220.00	\$ 22,072.00	\$ 25,000.00	\$ 33,000.00	32%
Utilities \$	14,518.00	\$ 10,778.00	\$ 11,000.00	\$ 11,000.00	0%
Maintenance \$	5,974.00	\$ 9,601.00	\$ 10,000.00	\$ 10,000.00	0%
Operations \$	20,743.00	\$ 28,433.00	\$ 22,000.00	\$ 22,000.00	0%
Baseball/Softball \$	1,041.00	\$ 3,612.00	\$ 6,000.00	\$ 6,000.00	0%
Special Events \$	26,936.00	\$ 27,226.00	\$ 87,000.00	\$ 35,000.00	-60%
<b>TOTAL</b>	\$ 180,435.00	\$ 195,996.00	\$ 281,000.00	\$ 237,000.00	-16%

**LIBRARY**

Salaries \$	79,191.00	\$ 88,220.00	\$ 88,000.00	\$ 88,000.00	0%
Payroll Taxes \$	12,205.00	\$ 13,678.00	\$ 12,000.00	\$ 12,000.00	0%
Insurance-Group \$	28,951.00	\$ 34,031.00	\$ 30,000.00	\$ 40,000.00	33%
Utilities \$	5,892.00	\$ 7,342.00	\$ 8,000.00	\$ 8,000.00	0%
Books \$	23,057.00	\$ 21,185.00	\$ 20,000.00	\$ 20,000.00	0%
Communications \$	3,265.00	\$ 3,144.00	\$ 3,000.00	\$ 3,000.00	0%
Operations \$	12,521.00	\$ 27,634.00	\$ 10,000.00	\$ 10,000.00	0%
<b>TOTAL</b>	\$ 165,082.00	\$ 195,234.00	\$ 171,000.00	\$ 181,000.00	6%

**CULTURE AND RECREATION**

<b>TOTAL</b>	\$ 403,882.00	\$ 458,573.00	\$ 507,000.00	\$ 478,000.00	-6%
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**BUDGET  
CITY OF MOUNTAIN IRON  
GENERAL GOVERNMENT**

GENERAL GOVERNMENT	2013	2014	2015	2015	2016	%
	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET	
Cash Short and Over	\$ -	\$ 19.00	\$ 10.00	\$ (7.00)	\$ 10.00	0%
Cemeteries	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 4,500.00	\$ 9,000.00	0%
Retire/Pension Contrib.	\$ 146,852.00	\$ 200,638.00	\$ 150,000.00	\$ 117,598.00	\$ 200,000.00	33%
Public Expense	\$ 18,069.00	\$ 1,352.00	\$ 7,990.00	\$ 1,895.00	\$ 7,990.00	0%
Promotion and Tourism	\$ 3,396.00	\$ 93.00	\$ 3,000.00	\$ 1,600.00	\$ 3,000.00	0%
EMT Equipment	\$ 10,906.00	\$ 10,879.00	\$ 15,000.00	\$ 1,359.00	\$ 15,000.00	0%
Intergovernmental Coop	\$ 2,502.00	\$ 1,476.00	\$ -	\$ 1,551.00	\$ -	0%
Contribution - QCJRA	\$ 6,577.00	\$ 6,577.00	\$ 6,600.00	\$ 6,577.00	\$ 6,600.00	0%
Planning	\$ 3,833.00	\$ -	\$ 5,000.00	\$ 2,187.00	\$ 5,000.00	0%
Television Meetings	\$ 18,100.00	\$ 18,300.00	\$ 15,000.00	\$ 17,100.00	\$ 20,000.00	33%
TCBDA	\$ 52,389.00	\$ 43,607.00	\$ 52,000.00	\$ 25,430.00	\$ 52,000.00	0%
Mineview in the Sky	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	-100%
Tax Abatement	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 17,500.00	75%
Heart of Continent	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	0%
<b>TOTAL</b>	\$ 284,124.00	\$ 306,941.00	\$ 276,100.00	\$ 187,290.00	\$ 336,100.00	22%
<b>TRANSFERS</b>						
Capital Improvement	\$ 1,997,102.00	\$ 447,079.00	\$ 472,155.00	\$ 275,424.00	\$ 403,135.00	-15%
Mining Effects	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	0%
OPEB	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Debt Service	\$ 365,000.00	\$ 350,000.00	\$ 280,000.00	\$ 163,333.00	\$ 265,000.00	-5%
<b>TOTAL</b>	\$ 2,412,102.00	\$ 847,079.00	\$ 802,155.00	\$ 488,757.00	\$ 718,135.00	-10%
<b>GENERAL GOVERNMENT</b>						
<b>TOTAL</b>	\$ 2,696,226.00	\$ 1,154,020.00	\$ 1,078,255.00	\$ 676,047.00	\$ 1,054,235.00	-2%
<b>TOTAL EXPENDITURES</b>	\$ 5,271,275.00	\$ 3,740,836.00	\$ 3,777,755.00	\$ 2,193,356.00	\$ 3,800,235.00	1%

2016 Capital Improvement Budget

REVENUE	2016
Grants	\$ 1,243,000.00
Public Facilities Authority	\$ 250,000.00
Utilities	\$ 245,000.00
General Fund	\$ 453,135.00

**TOTAL** \$ 2,191,135.00

EXPENDITURE	Department	Projects	Loans	Grants	Utilities	TOTAL
Nichols Township Ponds	WWTP			\$ 868,000.00		\$ 868,000.00
Municipal Well	WTP		\$ 250,000.00	\$ 250,000.00		\$ 500,000.00
Garden Drive	Streets	\$ 100,000.00				\$ 100,000.00
Pickups	Streets	\$ 25,000.00			\$ 40,000.00	\$ 65,000.00
Televise Old Town Sewers	WWTP				\$ 50,000.00	\$ 50,000.00
Utility Vehicle	Camp	\$ 10,000.00				\$ 10,000.00
Excavator	Streets	\$ 50,000.00			\$ 55,000.00	\$ 105,000.00
Automatic Meter Reading	Electric				\$ 100,000.00	\$ 100,000.00
Defibrillators	EMT	\$ 15,000.00				\$ 15,000.00
Pioneer Cemetery	Parks and Rec	\$ 5,000.00				\$ 5,000.00
Technology Upgrades	Admin	\$ 50,000.00				\$ 50,000.00
Community Center Lighting	Buildings	\$ 25,000.00				\$ 25,000.00
Fire Truck	Fire	\$ 100,000.00				\$ 100,000.00
Library Windows	Library	\$ 6,000.00				\$ 6,000.00

**OVERALL 2016 TOTAL**

\$ 386,000.00 \$ 250,000.00 \$ 1,118,000.00 \$ 245,000.00 \$ 1,999,000.00

**CITY OF MOUNTAIN IRON**  
**DEBT SERVICE FUND**

REVENUE	2013	2014	2015	2015	2015
	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET
Interest Earnings	\$ 2,670.00	\$ 23,807.00	\$ 15,000.00	\$ 8,425.00	\$ 15,000.00
Special Assessments	\$ 79,590.00	\$ 27,759.00	\$ 50,000.00	\$ 36,197.00	\$ 50,000.00
Electric Fund	\$ 17,263.00	\$ 15,000.00	\$ 16,000.00	\$ 13,333.00	\$ 16,000.00
Water Fund	\$ 24,888.00	\$ 17,800.00	\$ 28,000.00	\$ 23,333.00	\$ 28,000.00
Refuse and Recycling Fund	\$ 10,000.00	\$ 10,000.00	-	-	-
WWTP Fund	\$ 37,802.00	\$ 11,218.00	\$ 38,000.00	-	\$ 37,634.00
Bond Proceeds	\$ 3,968.00	-	-	-	-
General Fund	\$ 365,000.00	\$ 350,000.00	\$ 280,000.00	\$ 233,333.00	\$ 265,000.00

TOTAL REVENUE \$ 541,181.00 \$ 455,584.00 \$ 427,000.00 \$ 314,621.00 \$ 411,634.00

**EXPENSES**

Principle - USDA Loan	\$ 7,000.00	\$ 7,000.00	\$ 8,000.00	\$ 253,000.00	\$ -
Interest - USDA Loan	\$ 11,014.00	\$ 10,725.00	\$ 10,436.00	\$ 11,295.00	\$ -
Principle - 2005 Xover	\$ 170,000.00	\$ -	\$ -	\$ -	\$ -
Interest - 2005 Xover	\$ 18,969.00	\$ -	\$ -	\$ -	\$ -
Principle - 2007	\$ 105,000.00	\$ 105,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
Interest - 2007	\$ 44,710.00	\$ 40,510.00	\$ 36,210.00	\$ 36,210.00	\$ 36,210.00
Principal - 2012 Refunding	\$ -	\$ 185,000.00	\$ 185,000.00	\$ 185,000.00	\$ 185,000.00
Interest - 2012 Refunding	\$ -	\$ 7,983.00	\$ 6,133.00	\$ 3,529.00	\$ 6,133.00
WTP Revenue Principal	\$ -	\$ -	\$ 28,000.00	\$ 23,333.00	\$ 28,000.00
WTP Revenue Interest	\$ -	\$ 17,800.00	\$ -	\$ 10,979.00	\$ -
WWTP Loan Principal	\$ 26,000.00	\$ -	\$ 28,000.00	\$ 27,000.00	\$ 27,000.00
WWTP Loan Interest	\$ 11,802.00	\$ 11,218.00	\$ 10,000.00	\$ 10,633.00	\$ 10,634.00
Agent Fees	\$ 653.00	\$ 990.00	\$ 1,000.00	\$ 495.00	\$ 1,000.00

TOTAL EXPENSES \$ 395,148.00 \$ 386,226.00 \$ 422,779.00 \$ 671,474.00 \$ 403,977.00

**CITY OF MOUNTAIN IRON**  
**CHARITABLE GAMBLING**

REVENUE	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2015 YTD	2016 BUDGET
Interest Earnings	\$ 1.00	\$ -	\$ 10.00	\$ 7.00	\$ 10.00
Gambling Proceeds	\$ 3,845.00	\$ 4,956.00	\$ 3,000.00	\$ 5,749.00	\$ 4,000.00
<b>TOTAL REVENUE</b>	<b>\$ 3,846.00</b>	<b>\$ 4,956.00</b>	<b>\$ 3,010.00</b>	<b>\$ 5,756.00</b>	<b>\$ 4,010.00</b>
<b>EXPENSES</b>					
Allowable Expenditures	\$ 3,695.00	\$ 4,440.00	\$ 3,010.00	\$ 4,750.00	\$ 4,010.00
Administration	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 3,695.00</b>	<b>\$ 4,440.00</b>	<b>\$ 3,010.00</b>	<b>\$ 4,750.00</b>	<b>\$ 4,010.00</b>

**CITY OF MOUNTAIN IRON  
WATER DEPARTMENT**

<b>REVENUES</b>	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2015 YTD	2016 BUDGET
Interest Earnings	\$ (394.00)	\$ 1,164.00	\$ 8,000.00	\$ 2,587.00	\$ 8,000.00
Other	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 303,498.00	\$ 306,130.00	\$ 315,000.00	\$ 252,289.00	\$ 315,000.00
<b>TOTAL REVENUES</b>	<b>\$ 303,104.00</b>	<b>\$ 307,294.00</b>	<b>\$ 323,000.00</b>	<b>\$ 254,876.00</b>	<b>\$ 323,000.00</b>
<b>EXPENDITURES</b>					
Salaries	\$ 66,274.00	\$ 85,147.00	\$ 80,000.00	\$ 64,764.00	\$ 85,000.00
Employee Benefits	\$ 21,117.00	\$ 37,577.00	\$ 35,000.00	\$ 30,597.00	\$ 40,000.00
Insurance	\$ 7,217.00	\$ 6,230.00	\$ 8,000.00	\$ 5,083.00	\$ 8,000.00
Miscellaneous	\$ 8,587.00	\$ 7,818.00	\$ 20,000.00	\$ 11,365.00	\$ 20,000.00
OPEB	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs and Maintenance	\$ 22,469.00	\$ 40,150.00	\$ 25,000.00	\$ 38,952.00	\$ 25,000.00
Supplies	\$ 10,413.00	\$ 12,152.00	\$ 10,000.00	\$ 7,349.00	\$ 10,000.00
Telephone	\$ 62.00	\$ 32.00	\$ 1,000.00	\$ 40.00	\$ 1,000.00
Utilities	\$ 40,503.00	\$ 40,721.00	\$ 30,000.00	\$ 24,734.00	\$ 30,000.00
Depreciation	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 62,500.00	\$ 75,000.00
Interest Expense	\$ 46,000.00	\$ 46,000.00	\$ 28,000.00	\$ 34,312.00	\$ 28,000.00
Capital Outlay	\$ 22,237.00	\$ 54,640.00	\$ 11,000.00	\$ 13,250.00	\$ 10,000.00
<b>TOTAL EXPENDITURES</b>	<b>\$ 319,879.00</b>	<b>\$ 405,467.00</b>	<b>\$ 323,000.00</b>	<b>\$ 292,946.00</b>	<b>\$ 332,000.00</b>

**CITY OF MOUNTAIN IRON  
WASTE WATER DEPARTMENT**

REVENUES	2013	2014	2015	2015	2016
	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET
Interest Earnings	\$ (3,682.00)	\$ 24,171.00	\$ 5,000.00	\$ 6,612.00	\$ 5,000.00
Other	\$ 1,342.00	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 363,669.00	\$ 359,099.00	\$ 400,000.00	\$ 292,862.00	\$ 400,000.00
<b>TOTAL REVENUES</b>	<b>\$ 361,329.00</b>	<b>\$ 383,270.00</b>	<b>\$ 405,000.00</b>	<b>\$ 299,474.00</b>	<b>\$ 405,000.00</b>
<b>EXPENDITURES</b>					
Salaries	\$ 92,217.00	\$ 115,860.00	\$ 85,000.00	\$ 105,565.00	\$ 100,000.00
Employee Benefits	\$ 39,386.00	\$ 54,491.00	\$ 40,000.00	\$ 49,843.00	\$ 60,000.00
Contract Services	\$ 26,183.00	\$ 26,570.00	\$ 30,000.00	\$ 22,320.00	\$ 30,000.00
Insurance	\$ 10,464.00	\$ 14,664.00	\$ 6,000.00	\$ 14,644.00	\$ 6,000.00
Miscellaneous	\$ 20,953.00	\$ 9,670.00	\$ 20,000.00	\$ 26,872.00	\$ 20,000.00
OPEB	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Repairs	\$ 38,156.00	\$ 25,215.00	\$ 15,000.00	\$ 31,457.00	\$ 15,000.00
Supplies	\$ 20,367.00	\$ 15,525.00	\$ 12,000.00	\$ 13,794.00	\$ 12,000.00
Telephone	\$ 1,837.00	\$ 1,632.00	\$ 2,000.00	\$ 1,607.00	\$ 2,000.00
Utilities	\$ 56,637.00	\$ 64,829.00	\$ 60,000.00	\$ 44,920.00	\$ 60,000.00
Depreciation	\$ 91,069.00	\$ 100,000.00	\$ 100,000.00	\$ 83,333.00	\$ 100,000.00
Debt Service	\$ 11,802.00	\$ 11,218.00	\$ 35,000.00	\$ 37,633.00	\$ 35,000.00
Capital Outlay	\$ 35,727.00	\$ 22,354.00	\$ -	\$ -	\$ 60,000.00
<b>TOTAL EXPENDITURES</b>	<b>\$ 444,798.00</b>	<b>\$ 462,028.00</b>	<b>\$ 405,000.00</b>	<b>\$ 431,988.00</b>	<b>\$ 500,000.00</b>

**CITY OF MOUNTAIN IRON  
REFUSE AND RECYCLING DEPARTMENT**

REVENUES	2013	2014	2015	2015	2016
	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET
Interest Earnings	\$ (3,441.00)	\$ 5,450.00	\$ 12,000.00	\$ 3,415.00	\$ 12,000.00
Transfers In	\$ 169.00	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 369,153.00	\$ 406,873.00	\$ 380,000.00	\$ 376,674.00	\$ 400,000.00
<b>TOTAL REVENUES</b>	<b>\$ 365,881.00</b>	<b>\$ 412,323.00</b>	<b>\$ 392,000.00</b>	<b>\$ 380,089.00</b>	<b>\$ 412,000.00</b>

**EXPENDITURES**

Salaries	\$ 116,314.00	\$ 116,514.00	\$ 101,000.00	\$ 112,182.00	\$ 122,000.00
Employee Benefits	\$ 57,126.00	\$ 54,466.00	\$ 51,000.00	\$ 52,358.00	\$ 60,000.00
Insurance	\$ 6,945.00	\$ 7,221.00	\$ 10,000.00	\$ 5,022.00	\$ 10,000.00
Miscellaneous	\$ 11,918.00	\$ 13,516.00	\$ 13,000.00	\$ 14,659.00	\$ 13,000.00
OPEB	\$ -	\$ -	\$ 23,000.00	\$ -	\$ -
Repairs and Maintenance	\$ 20,800.00	\$ 25,500.00	\$ 12,000.00	\$ 7,025.00	\$ 12,000.00
County Fees	\$ 127,647.00	\$ 139,138.00	\$ 136,000.00	\$ 120,549.00	\$ 136,000.00
Supplies	\$ 24,216.00	\$ 25,728.00	\$ 20,000.00	\$ 13,069.00	\$ 20,000.00
Depreciation	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 20,833.00	\$ 25,000.00
Telephone	\$ 796.00	\$ 689.00	\$ 1,000.00	\$ 536.00	\$ 1,000.00
Capital Outlay	\$ 10,000.00	\$ 205,016.00	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 400,762.00</b>	<b>\$ 612,788.00</b>	<b>\$ 392,000.00</b>	<b>\$ 346,233.00</b>	<b>\$ 399,000.00</b>

**CITY OF MOUNTAIN IRON  
ELECTRIC DEPARTMENT**

REVENUES	2013	2014	2015	2015	2016
	ACTUAL	ACTUAL	BUDGET	YTD	BUDGET
Interest Earnings	\$ (6,428.00)	\$ 5,556.00	\$ 1,000.00	\$ 4,533.00	\$ 1,000.00
Other	\$ 61,050.00	\$ 69,911.00	\$	\$ (1,490.00)	
Charges for Services	\$ 2,055,366.00	\$ 2,275,927.00	\$ 2,225,000.00	\$ 1,879,167.00	\$ 2,250,000.00
<b>TOTAL REVENUES</b>	<b>\$ 2,109,988.00</b>	<b>\$ 2,351,394.00</b>	<b>\$ 2,226,000.00</b>	<b>\$ 1,882,210.00</b>	<b>\$ 2,251,000.00</b>
<b>EXPENDITURES</b>					
Cost of Sales	\$ 1,402,865.00	\$ 1,770,051.00	\$ 1,455,000.00	\$ 1,331,163.00	\$ 1,500,000.00
Salaries	\$ 286,551.00	\$ 292,498.00	\$ 280,000.00	\$ 272,284.00	\$ 300,000.00
Employee Benefits	\$ 130,981.00	\$ 141,209.00	\$ 130,000.00	\$ 109,798.00	\$ 150,000.00
Insurance	\$ 12,357.00	\$ 12,516.00	\$ 15,000.00	\$ 17,079.00	\$ 15,000.00
Miscellaneous	\$ 26,948.00	\$ 32,072.00	\$ 31,000.00	\$ 32,304.00	\$ 31,000.00
OPEB	\$ -	\$ -	\$ 40,000.00	\$ -	\$ -
Repairs and Maintenance	\$ 101,190.00	\$ 110,393.00	\$ 65,000.00	\$ 72,457.00	\$ 65,000.00
Supplies	\$ 21,483.00	\$ 26,068.00	\$ 25,000.00	\$ 13,469.00	\$ 25,000.00
Telephone	\$ 3,224.00	\$ 2,937.00	\$ 4,000.00	\$ 2,269.00	\$ 4,000.00
Depreciation Expense	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 33,333.00	\$ 40,000.00
Debt Service	\$ 15,000.00	\$ 15,000.00	\$ 16,000.00	\$ 13,333.00	\$ 16,000.00
CIP	\$ 19,205.00	\$ 18,751.00	\$ 25,000.00	\$ 12,494.00	\$ 20,000.00
Capital Outlay	\$ 150,566.00	\$ 50,615.00	\$ 100,000.00	\$ 56,195.00	\$ 175,000.00
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,210,370.00</b>	<b>\$ 2,512,110.00</b>	<b>\$ 2,226,000.00</b>	<b>\$ 1,966,178.00</b>	<b>\$ 2,341,000.00</b>





# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

## RESOLUTION NUMBER 30-15

### APPROVING 2015 TAX LEVY, COLLECTABLE 2016

**BE IT RESOLVED**, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following sums of money be levied for the current year, collectable in 2016, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL PROPOSED LEVY	\$1,206,978.00
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The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2015.**

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Mayor Gary Skalko

ATTEST:

---

City Administrator



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 31-15

### **APPROVING 2016 MARKET RATE BASED REFERENDUM LEVY FOR THE GENERAL OBLIGATION COMMUNITY CENTER BONDS AND INTEREST**

**WHEREAS**, in February 1998 the voters in the City of Mountain Iron approved a market rate based referendum levy for bonds and interest to construct the Mountain Iron Community Center.

**NOW, THEREFOR BE IT RESOLVED**, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following market rate based levy shall be made in 2015 payable in 2016 for all property in the City of Mountain Iron:

General Obligation Community Center Bond levy shall be \$83,811.00

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Saint Louis County, Minnesota.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2015.**

---

Mayor Gary Skalko

ATTEST:

---

City Administrator



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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8586 ENTERPRISE DRIVE SOUTH ▪ MOUNTAIN IRON, MN ▪ 55768-8260

## RESOLUTION NUMBER 32-15

### CONCERNING THE 2016 ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY

**WHEREAS**, the Mountain Iron Economic Development Authority was created on the 19th day of April, 2004, pursuant to Minnesota Statutes 469.090-469.108 and;

**WHEREAS**, Minnesota Statutes, Section 469.107, Subdivision 1, specifically authorized the Mountain Iron Economic Development Authority to levy against the taxable property of the City of Mountain Iron, St. Louis County, Minnesota.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of Mountain Iron, Minnesota, that for the purpose of further development and to provide for any activities that are within the jurisdiction of the Mountain Iron Economic Development Authority as defined according to Minnesota Statutes. The Mountain Iron City Council submits to the County Auditor of St. Louis County, Minnesota, a final tax levy with a levy set to the maximum allowable for the Mountain Iron Economic Development Authority.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2015.**

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Mayor Gary Skalko

ATTEST:

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City Administrator

**COUNCIL LETTER 120715-IVBF**  
**ADMINISTRATION**  
**HUMANE SOCIETY CONTRACT**

**DATE:** December 3, 2015  
**FROM:** Craig J. Wainio  
City Administrator

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Enclosed, please find a renewal of the contract with the Mesabi Humane Society for 2016. The contract price for 2016 is \$15,450 which is a decrease from the 2015 contract price of \$18,500. It is recommended that the City Council approve the contract with the Mesabi Humane Society.

# CONTRACT FOR SERVICE

This contract, made and entered into this 1<sup>st</sup> day of January, 2016 by and between the Mesabi Humane Society, Range Animal Shelter, 2305 Southern Drive, Virginia, MN 55792, referred to as the Mesabi Humane Society, and the **City of Mt. Iron** hereinafter referred to as the Municipality.

## I. RECITALS

**WHEREAS**, this contract will use the term “animals” to mean domesticated dogs and cats. All other animals are not covered or considered within this document, nor handled by the Mesabi Humane Society.

**WHEREAS**, the Municipality is in need of shelter and care of animals found within the city limits and in need of an animal control program and service.

**WHEREAS**, the Mesabi Humane Society has a facility and is qualified and licensed to provide such care, shelter and animal control services.

**WHEREAS**, the Municipality wishes to purchase these services from the Mesabi Humane Society, in accordance with this contract.

**WHEREAS**, in consideration of the mutual covenants contained herein, it is agreed and understood as follows:

## II. TERMS

The term of this contract shall be **from January 1, 2016 through December 31, 2016** to be reviewed for revisions by both parties on yearly intervals in order for this animal control service and program to best serve both the Municipality and the Mesabi Humane Society.

## III. BASIC SERVICES

The Mesabi Humane Society agrees to provide the following services:

1. Shelter and care for animals detained or taken possession of in the city limits of the Municipality. These will be animals captured and contained by the Humane Society Animal Control Officer (A.C.O.)
2. Shelter and care for stray/free roaming animals that are delivered to the shelter by the residents, Municipality officials and employees of the Municipality on a volunteer basis. If the Mesabi Humane Society reaches operating capacity as allowed by law, then we will reserve the right to refuse incoming animals until space is available.
3. Retrieve and transport animals from the Municipality to the shelter during business hours, upon request of the appropriate Municipality officials and citizens within the Municipality's residential limits.
4. The Animal Control Officer (A.C.O.) will routinely patrol the Municipality in the Animal Control Officer's identified vehicle during the week to check for and pick up free-roaming animals within the city limits of the Municipality. The Animal Control Officer will work with the Municipality's Police Department, and Municipality officials to help uphold all Municipality ordinances governing animals within their limits.
5. Animal examinations and veterinary care at a licensed facility, whenever staff deems it necessary.
6. The Mesabi Humane Society will board animals up to seven (7) working days in our holding facility. This allows owners adequate time to claim their pet. After the seventh day, the MHS acquires legal custody of each animal, and the right to make decisions regarding disposition.
7. Euthanasia and disposal of animals if required. This decision is to be based on health and behavioral issues only, not the need for more space for new incoming, or free roaming animals.
8. All animals leaving the Mesabi Humane Society will be spayed, or neutered before adoption, except in the case when over-crowding becomes a concern, or the age, size or temperament prohibits. In the event of exceptions, the Mesabi

Humane Society will offer patrons a rebate when they independently seek to spay or neuter their newly adopted pet at a veterinary clinic of their choice.

9. Maintain accurate records of all transactions concerning animals from the Municipality and/or residents.
10. Respond to all animal concerns and situations that arise in the Municipality in a timely manner, during normal business hours which are 8:30 – 5:00pm Monday through Friday.
11. Respond to all emergency animal concerns (defined as life threatening risk to public safety) after normal business hours Sunday through Saturday. In emergency situations, the “on call” Animal Control Officer will be contacted directly by cell phone. He/she will retain the right to decide whether or not the case shall be determined an emergency.
12. Extreme situations including, but not limited to, animal hoarding will not be covered by this contract. The Mesabi Humane Society will assess each situation and will make a recommendation based on the circumstances. Additional payment may be required.

#### **IV. RESPONSIBILITIES OF THE MUNICIPALITY**

1. It is up to the Municipality to help the Mesabi Humane Society uphold quarantine (confine & observe) guidelines. The Mesabi Humane Society reserves the right to make decisions regarding bites & human exposure.
2. The Municipality is responsible for calling the Mesabi Humane Society for pick-up of animal (s) during normal business hours, as defined in Section 3, item 10.
3. The Municipality is responsible for contacting the Mesabi Humane Society’s “on call” animal control Officer in emergency situations as defined in Section 3, Item 11.
4. Municipality appointed personnel may place an animal in an outdoor kennel at the Shelter after business hours. This person shall contact the Society’s Animal Control Officer with pertinent information regarding each animal placed in an outdoor kennel.
5. If an emergency veterinary situation arises before or after normal business hours, the Municipality agrees to pay for the emergency part of the veterinary billing and the Mesabi Humane Society will pay for any other costs related to the well-being and care of the animal. Appropriate care will be determined by the veterinarian and Mesabi Humane Society staff.

#### **V. COMPENSATION**

The Municipality shall pay the Mesabi Humane Society \$15,450 each year or twelve monthly payments of \$1,287.50 for animal control services beginning January 1, 2016 and concluding December 31, 2016. Payments are due at the beginning of each month for the ensuing period of service (i.e. January 01 payment for January services, etc.). A 10% fee will be charged for each late payment. Payments are considered late after the tenth (10) day of the month. Gas will be charged based on the standard mileage rate provided by the IRS during Animal Control calls. The Mesabi Humane Society reserves the right to discontinue services if the Municipality is consistently late with their payments.

#### **VI. COMPLIANCE WITH LAWS**

In providing all services pursuant to this contract, the Mesabi Humane Society shall abide by all statutes, ordinances, rules, and regulations pertaining to or regulating the provision of such services, including those now in effect and hereinafter adopted, as provided by each and all Municipalities. It will be the sole responsibility of Municipality to provide the Mesabi Humane Society its statutes, ordinances and rules and apprise the Mesabi Humane Society of any and all changes that may have concern or relation to the provided services and statutes.

#### **VII. INSURANCE**

The Mesabi Humane Society shall purchase, maintain in full force and effect during the term of this contract and provide proof of the following insurance coverage:

- A. **WORKERS COMPENSATION:** Coverage at statutory limits, as provided by the State of MN.

- B. **GENERAL LIABILITY:** Coverage shall have minimum limits to \$2,000,000 per occurrence, combined single limit for Bodily Injury Liability and Property damage Liability.

**VIII. EARLY TERMINATION OF CONTRACT**

Either party upon thirty (30) days written notice, delivered by certified mail or in person, to the other party may terminate this contract.

**IX. MODIFICATIONS**

Any material alterations, modifications, or variations of the terms of this contract shall be valid and enforceable only when they have been reduced to writing as an amendment and signed by both or all parties involved.

**X. RELEASE OF LIABILITY**

The Municipality, including the official and residents, agree to hold harmless the Mesabi Humane Society in the case of any injuries or deaths relating to, or regarding: the capture and containment of any stray or free-roaming animals. The Municipality also agrees to refrain from any legal action against the Mesabi Humane Society in the case of any harm or damage caused by stray or free-roaming domesticated animals.

**XI. ENTIRE AGREEMENT**

It is understood and agreed by the parties that the entire agreement of the parties is contained herein and that the contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Mesabi Humane Society and the Municipality. The parties hereto revoke any prior oral or written agreements between themselves, and agree that this contract is the only and complete agreement regarding the subject thereof. This contract becomes legal and binding once signed by both parties.

**MESABI HUMANE SOCIETY**

**MUNICIPALITY**

**BY:** \_\_\_\_\_

**BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

## Craig Wainio

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**From:** Jeremy Jesch <jjjesch@hotmail.com>  
**Sent:** Thursday, November 19, 2015 2:22 PM  
**To:** Craig Wainio  
**Subject:** McGregor wedding

Mac's Bar is requesting to serve alcohol for the upcoming McGregor wedding at the community center on Saturday December 12th, 2015. Thank you in advance for your consideration.

Jeremy Jesch  
Mac's Bar

Sent from my iPhone



COMMUNICATIONS  
DECEMBER 7, 2015

1. Judy Seurer, a letter of retirement effective February 12, 2016.
2. Mary Jo Glavan, a letter of retirement effective February 26, 2016.
3. Iron Range Tourism Bureau, a thank you for the use of the Community Center for the Governor's Deer Opener celebration.
4. League of Minnesota Cities, a thank you for hosting the regional meeting.
5. U. S. Steel Corporation, forwarding information regarding historic resources of the Mountain Iron Mining Landscape.

November 30, 2015

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

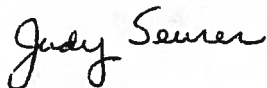
Dear Council Members and Mr. Wainio:

After much thought and consideration, I have decided to retire from my position as Accounting Technician with the City of Mountain Iron. I have met all requirements of PERA and the current contract between AFSCME Local 453 and the City of Mountain Iron to allow me to retire from my position with the benefits outlined in the contract. My last day of work will be February 12, 2016.

Working for the citizens of Mountain Iron for almost 36 years has been challenging and rewarding. I have had the great experience of working with so many different supervisors and coworkers. The City, and the services it provides, has grown and improved so much over the years and it was my pleasure to be able to contribute to that growth.

If there is anything I can do to help with training my replacement, please don't hesitate to ask. Thank you for the opportunity to serve the City of Mountain Iron and for the experiences, friendships and great memories I've had here.

Sincerely,



Judy Seurer

December 02, 2015

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

This letter is to inform you that I have decided to retire from my position as Secretary for the City of Mountain Iron. My last day of work will be on Friday, February 26, 2016. I will retire under the current AFSCME Local #453 contract agreement with the City of Mountain Iron dated May 1, 2015 - April 30, 2018.

I would like to thank the present and past Councilors and Administration for allowing me to work at the city for 27 years and 9 months. I have enjoyed my secretarial position, serving the residents of Mountain Iron and working with the other city employees.

I look forward to my retirement and I'm sure I will be seeing you all around town.

Sincerely,



Mary Jo Glavan

Dear City Staff & Officials:  
Thank you for all your help and  
patience with the Governor's Deer  
Open events. Everyone was extremely  
helpful and good-natured in  
pulling off the expo and banquet.  
The building grounds looked great,  
the accordion player was wonderful,  
the mayor's speech was awesome.  
THANK YOU! -Beth Price



Iron Range Tourism Bureau  
111 Station 44 Road  
Eveleth, MN 55734  
Phone: (218) 749-8161  
Toll Free: 800-777-8497  
Fax: (218) 749-8055  
info@ironrange.org

Mayor:

November 2, 2015

Thanks for hosting our Special Meeting!  
We appreciate your interest & support  
for the League. We enjoyed our time  
in Mt. Iron and value our relationship  
with you.

Sincerely,  
Dave Unmacht

From the desk of  
DAVID J. UNMACHT, EXECUTIVE DIRECTOR



David Unmacht, Executive Director  
(651) 281-1205 | [dunmacht@lmc.org](mailto:dunmacht@lmc.org) | [www.lmc.org](http://www.lmc.org)  
145 University Ave. West | St. Paul, MN 55103



U. S. Steel Corporation  
Minnesota Ore Operations  
P.O. Box 417  
Mt. Iron. MN 55768

Lawrence W. Sutherland  
Head- U. S. Steel Mining Solutions

November 4, 2015

**Re: Historic Resources of the Mountain Iron Mining Landscape**

To Whom It May Concern,

During 2011-2015 United States Steel Minntac worked with historians and archaeologists to study and evaluate the historic resources of the Mountain Iron mining landscape. The enclosed publication includes some of the results of the research and historic and contemporary photographs. A Minnesota Historic Property Record (MHPR), on file at the Minnesota Historical Society, was also prepared. The Minnesota State Historic Preservation Office and St. Paul District Corps of Engineers were among reviewers of this project.

The Mountain Iron mining landscape is adjacent to the Mountain Iron Mine, the first Mesabi mine to ship iron ore. The Mountain Iron Mine was previously listed on the National Register of Historic Places (NRHP) and is also a National Historic Landmark (NHL). The Mountain Iron Mining Landscape Historic District encompasses four early 20th-century natural-ore mines (1903-1909) and segments of DM&N and GN railway corridors (1892-1902).

We hope that this publication will be of interest to users of your collections. If you have any questions related to this please feel free to contact Chrissy Bartovich at (218) 749-7364.

Sincerely,

A handwritten signature in black ink that reads "Lawrence Sutherland".

Lawrence Sutherland

cc:

Mountain Iron Library  
Mountain Iron City Hall  
Mountain Iron Buhl School  
Virginia Public School  
Minnesota Historical Society  
State Historic Preservation Office  
U. S. Army Corp of Engineers/Cultural Resources  
Iron Range Research Center, Chisholm  
Bois Forte THPO/ Heritage Center Museum  
Virginia Historical Society  
Tony Dierckins, Zenith City Online  
St. Louis County Historical Society  
Northeast Minnesota Historical Center Collections, UM Duluth  
Iron Range Historical Society, Gilbert  
Hibbing Historical Society  
Landscape Research  
Arrowhead Library System

**COUNCIL LETTER 120715-IX**

**PERSONNEL COMMITTEE**

**CLOSED MEETING**

**DATE:** December 03, 2015  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

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The Personnel Committee is requesting a closed meeting under MN Statute 13.05D, subdivision 3(a) for performance evaluations concerning individuals subject to the public body's authority.

The following procedure must be used to close a meeting under this exception:

The public body must identify the individual to be evaluated prior to closing the meeting.

The meeting must be open at the request of the individual who is the subject of the meeting, so some advance notice to the individual is needed in order to allow the individual to make a decision.

Before closing the meeting, the council must state on the record the specific grounds permitting the meeting to be closed and describe the subject to be discussed.

The meeting must be electronically recorded, and the recording must be preserved for at least three years after the meeting.

At the next open meeting, the public body must summarize its conclusions regarding the evaluation. The council should be careful not to release private or confidential data in its summary.