



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, AUGUST 21, 2017

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, AUGUST 21, 2017 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the August 7, 2017, Special Meeting (#1)
 - B. Minutes of the August 7, 2017, Regular Meeting (#2-9)
 - C. Receipts
 - D. Bills and Payroll
 - E. Communications
- III. Public Forum
 - A. Ed Roskoski – Pioneer Cemetery Update
- IV. Committee and Staff Reports
 - A. Mayor’s Report
 - B. City Administrator’s
 - C. Director of Public Works Report
 - D. Sheriff’s Department Report
 - E. City Engineer’s Report
 - 1. Nichols Ponds Decommissioning Bids (#10-11)
 - F. City Attorney’s report
 - G. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Energy Assistance Agreement (#12-14)
 - B. Request for Leave (#15)
- VII. Communications (#16-17)
- VIII. Announcements
- IX. Adjourn

Page Number in Packet

MINUTES
SPECIAL MEETING
MOUNTAIN IRON CITY COUNCIL
August 7, 2017

Deputy Mayor Tuomela called the City Council special meeting to order at 5:32 p.m. with the following members present: Joe Prebeg, Jr., Alan Stanaway, Steve Skogman, and Susan Tuomela. Also present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Amanda Inmon, Municipal Services Secretary; and Rod Flannigan from Benchmark Engineering. Absent members: Mayor Gary Skalko

The City Administrator stated that the purpose of the hearing was for proposed assessments for Mountain Iron Drive between Unity Drive and Highway 53, Improvement Number MII4-04. He informed the Council that notices were mailed to all affected property owners and a publication was placed in the Hometown Focus.

The City Administrator said that no correspondence, communication or letters were received in regards to proposed assessment.

William Aho, 5480 Mountain Iron Drive, AmericInn, complimented the City on a job well done; very appreciative for the road work completed as it improves the road for drivers and visitors.

At 5:49p.m., it was moved by Prebeg and seconded by Stanaway that the special meeting be adjourned. The motion carried with Mayor Skalko absent.

Submitted by:



Amanda Inmon
Municipal Services Secretary

www.mtniron.com

MINUTES
MOUNTAIN IRON CITY COUNCIL
August 7, 2017

Mayor Skalko called the City Council meeting to order at 6:33p.m. with the following members present: Joe Prebeg, Jr., Alan Stanaway, Steve Skogman, Susan Tuomela, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Tim Satrang, Director of Public Works; Amanda Inmon, Municipal Services Secretary; Sally Yuccas, Librarian Director/Special Events Director and Rod Flannigan, City Engineer.

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

1. Add the following items to the agenda:
 - IV. A. 1. Temporary Liquor License
2. Approve the minutes of the July 17, 2017, regular meeting as submitted.
3. 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.
4. To acknowledge the receipts for the period July 16-31, 2017, totaling \$858,482.97 (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period July 16-31, 2017, totaling \$609,912.19 (a list is attached and made a part of these minutes).

The motion carried.

Public Forum:

- Ed Roskoski questioned City Administrator regarding Pioneer Cemetery; City Administrator stated that DNR has not reported anything new or any activity. He also questioned the City Council regarding if there would be a replacement for the Wacootah Overlook. Discussion ensue, members of the City Council and Mayor Skalko addressed Mr. Roskoski stating that all sites that are worthy to be considered a new overlook are within the blast zone, and are deemed not suitable for a new outlook.

The Mayor reported on the following:

- Happy birthday to Helen Koivunen-Sainio turned 93 on August 3rd

Councilor Prebeg wanted to congratulate to Michelle Anderson being appointed the 6th Judicial District Court Judge by Governor Dayton

It was moved by Prebeg and seconded by Tuomela to approve a 1-day temporary Liquor License for the Sawmill Saloon to sell during the City of Mountain Iron's Merritt Days on August 12th. The motion carried.

The City Administrator reported on the following:

- All recreation programs are completed for the season
- Looking at setting preliminary levies next month, possibly at next meeting

It was moved by Skogman and seconded by Stanaway to approve the entering into the Interlocal Contract for Cooperative Purchasing with HGAGBuy, which will help in meeting the federal purchasing requirements, with the grant from FEMA, when procuring 20 self-contained breathing apparatus' and infrared cameras, as well as any general Fire Department equipment. The motion carried.

It was moved by Stanaway and seconded by Tuomela to maintain the City of Mountain Iron's current coverage, and to approve the Liability Coverage with the League of Minnesota Cities. The motion carried.

Director of Public Works:

- Shouldering work being completed on roads, please be aware of workers
- Intersection at Dairy Queen will see an increase in road and directional signs as road construction continues

It was moved by Prebeg and seconded by Skogman to authorize Matt Cerkvenik's probation to expire and allow him to become a permanent employee after expiration of probation period. The motion carried.

Library Director/Special Events Coordinator:

- Summer Library hours, Monday-Friday 10-5pm, closed on Saturdays
- August 9th, "Mister Jim," Children's Performer at 6pm at Mountain Iron Park
- Thank you to all Merritt Day Committee members for their hard work
 - Raffle tickets purchased at local business/banks or Merritt Committee members
- Merritt Days band performances
 - August 9th-August 12th

It was moved by Skogman and seconded by Tuomela to approve the request of the Merritt Day's Committee and block Main Street from Marble Avenue to Mesabi Avenue on Friday, August 11th. As well as to extend the Mountain Iron blocking north to Locomotive Street, beginning at 7:00am on Friday until Sunday, August 13th in the morning. The motion carried.

Sheriff's Department:

- Discussed the 2016 Crime statistics

City Engineer:

- No formal report

It was moved by Prebeg and seconded by Stanaway to approve Pay Request No. 5 for the Woodland Estates Residential Development Phase 1 project in the amount of \$64,062.87, to Mesabi Bituminous. This amount includes withholding of 5% retainage on work completed to date. The motion carried on roll call vote.

It was moved by Stanaway and seconded by Tuomela to approve Pay Request No. 3 for the Bicycle and Pedestrian Recreational Trail project in the amount of \$15,546.56, to Mesabi Bituminous. This amount includes withholding of 5% retainage on work completed to date. The motion carried on roll call vote.

It was moved by Prebeg and seconded by Stanaway to approve the recommendation of the Personnel Committee and hire the following individual to the Mountain Iron Fire Department as paid on call firefighter:

- Jim Hipple

The motion carried.

It was moved by Skogman and seconded by Tuomela to accept the recommendation of the Planning and Zoning Commission Board and approve a Conditional Use and Variance Permit Application for William Pond, to construct a new garage larger than the maximum square footage and height permitted by Zoning Ordinance. The property is legally described as Lot 0007, Block 009, South Grove Addition, 8768 Greenwood Lane, Parcel Cole: 175-0055-01910. The motion carried.

Liaison report:

- Ceremony held at the West South Grove Ballfield, renaming it the “Larry Nanti Field” in honor and dedication to Larry Nanti, former employee, longtime Mountain Iron Recreation Director and Coach

It was moved by Prebeg and seconded by Skogman to approve Resolution #24-17; Adopting Assessment as proposed for the Mountain Iron Drive project, Improvement Number 14-04, between Unity Drive and Highway 53 (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Skogman and seconded by Stanaway to accept the Audit proposal from Walker, Giroux, & Hahne, LLC. to perform the 2017 Audit for the City of Mountain Iron. The proposal price is for \$25,000 for the Governmental Funds and \$11,000 for the Enterprise Funds. The motion carried.

It was moved by Prebeg and seconded by Tuomela to authorize maternity leave for Amanda Inmon under the Family Medical Leave Act (FMLA), for a period of up to but not to exceed 12 weeks. The motion carried.

The council reviewed the list of communications.

At 7:20p.m., it was moved by Skalko and seconded by Skogman that the meeting be adjourned. The motion carried.

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Communications:

1. Thank you from Marianne Nanti for the support and dedication of the West Baseball Field at the Mountain Iron complex, now called the “Larry Nanti Field.”
2. Thank you from Raija Sarich and Madilyn Jankila, for the support and supplies for the 2017 Mountain Iron tennis program, making it a successful season with 19 children participating.

Distribution Summary

Category	Distribution	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	200.00
BUILDING RENTALS	NICHOLS HALL	120.00
BUILDING RENTALS	SENIOR CENTER	25.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	132.72
CAMPGROUND RECEIPTS	FEES	7,979.34
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	236.40
CAMPGROUND RECEIPTS	PAVILION FEES	210.00
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	596.86
CD INTEREST	CD INTEREST 101	3,227.88
CD INTEREST	CD INTEREST 378	410.82
CD INTEREST	CD INTEREST 602	1,584.59
CD INTEREST	CD INTEREST 603	117.38
CD INTEREST	CD INTEREST 604	117.38
CD INTEREST	CD INTEREST601	410.82
CHARGE FOR SERVICES	SEWER-CHARGE FOR SERVICES	238.08
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	70.00
COPIES	COPIES	23.50
FINES	CRIMINAL	15.00
FINES	PARKING VIOLATIONS	15.00
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	650,602.50
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	16,338.00
LICENSES	ANIMAL	5.00
METER DEPOSITS	ELECTRIC	900.00
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	1,408.76
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,658.28
MISCELLANEOUS	COCA-COLA RECEIPTS-CITY HALL	28.62
MISCELLANEOUS	DELTA DENTAL PAYABLE	106.85
MISCELLANEOUS	MISC. - GENERAL	675.00
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	425.00
MISCELLANEOUS	REIMBURSEMENTS	36.84
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	16.48
PERMITS	BUILDING	644.00
PERMITS	VENDOR	250.00
UTILITY	UTILITY	165,636.87
		<u>858,482.97</u>
Grand Totals:		

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/17	08/03/2017	150378	130146	CASH	101-20200	1,150.00
08/17	08/08/2017	150379	10070	A-1 RENTAL SERVICES INC	101-20200	1,799.13
08/17	08/08/2017	150380	10075	AMERIPRIDE SERVICES	101-20200	42.22
08/17	08/08/2017	150381	10006	ANDERSON AUTO CENTER (DBA)	101-20200	84.93
08/17	08/08/2017	150382	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	127.81
08/17	08/08/2017	150383	5007	ASSURANT EMPLOYEE BENEFITS	602-20200	916.48
08/17	08/08/2017	150384	20009	BARBER GRAPHICS	101-20200	26.00
08/17	08/08/2017	150385	8006	BILL MAXWELL	101-20200	325.00
08/17	08/08/2017	150386	30055	BTAC ACQUISITION CORP.	101-20200	240.37
08/17	08/08/2017	150387	30035	C & B WAREHOUSE DISTR INC	604-20200	121.49
08/17	08/08/2017	150388	30017	CARQUEST (MOUNTAIN IRON)	101-20200	642.90
08/17	08/08/2017	150389	130173	CASH	101-20200	25.00
08/17	08/08/2017	150390	130147	CASH	101-20200	25.00
08/17	08/08/2017	150391	130148	CASH	101-20200	25.00
08/17	08/08/2017	150392	130149	CASH	101-20200	25.00
08/17	08/08/2017	150393	130150	CASH	101-20200	100.00
08/17	08/08/2017	150394	170001	CENTURY LINK	101-20200	121.51
08/17	08/08/2017	150395	8078	CHARLES PERRY	101-20200	200.00
08/17	08/08/2017	150396	362	CHELSEA RUBOW	101-20200	25.03
08/17	08/08/2017	150397	30082	CITY OF EVELETH	101-20200	426.00
08/17	08/08/2017	150398	207	CODY ELLIS	101-20200	51.22
08/17	08/08/2017	150399	30072	COMPUTER WORLD	101-20200	6,782.00
08/17	08/08/2017	150400	402	COREY JOHNSON	101-20200	49.32
08/17	08/08/2017	150401	40080	DELTA DENTAL OF MINNESOTA	101-20200	2,204.70
08/17	08/08/2017	150402	400012	DIAMOND MOWERS INC	101-20200	215.39
08/17	08/08/2017	150403	50044	ENVIROTECH SERVICES INC	101-20200	5,101.72
08/17	08/08/2017	150404	50049	ESSENTIA HEALTH	602-20200	50.00
08/17	08/08/2017	150405	60026	FASTENAL COMPANY	101-20200	108.66
08/17	08/08/2017	150406	60029	FERGUSON ENTERPRISES INC	101-20200	1,345.53
08/17	08/08/2017	150407	70016	GOPHER STATE ONE CALL INC	604-20200	85.05
08/17	08/08/2017	150408	80032	HARTIKKA, TERRY	101-20200	700.00
08/17	08/08/2017	150409	80022	HAWKINS INC	601-20200	1,768.96
08/17	08/08/2017	150410	140013	HD SUPPLY WATERWORKS, LTD.	601-20200	625.26
08/17	08/08/2017	150411	208	HEIDI & JEFF HILL	101-20200	200.00
08/17	08/08/2017	150412	80002	HEISEL BROTHERS, INC.	101-20200	2,889.14
08/17	08/08/2017	150413	80017	HENRY'S WATERWORKS INC	601-20200	811.33
08/17	08/08/2017	150414	80001	HILLYARD/HUTCHINSON	101-20200	1,318.76
08/17	08/08/2017	150415	80010	HOMETOWN ELECTRIC	101-20200	3,342.26
08/17	08/08/2017	150416	80037	HOMETOWN MEDIA PARTNERS	101-20200	452.50
08/17	08/08/2017	150417	90005	ITALIAN BAKERY INC	101-20200	45.00
08/17	08/08/2017	150418	8013	JAYNE MAHOVLICH	101-20200	550.00
08/17	08/08/2017	150419	206	KATHLEEN & LEE TREMBLETT	101-20200	33.11
08/17	08/08/2017	150420	110036	K-ENGRAVING & TROPHY SHOP	101-20200	274.00
08/17	08/08/2017	150421	809	KUTDOWN	101-20200	750.00
08/17	08/08/2017	150422	120032	LAKE COUNTRY POWER	101-20200	214.50
08/17	08/08/2017	150423	113	LORI THOMAS	101-20200	33.11
08/17	08/08/2017	150424	209	MARY NISKA	101-20200	100.00
08/17	08/08/2017	150425	130004	MESABI DAILY NEWS	602-20200	123.12
08/17	08/08/2017	150426	130026	MESABI SIGN COMPANY	101-20200	258.40
08/17	08/08/2017	150427	102	MICHEAL MATTISON	101-20200	66.23
08/17	08/08/2017	150428	110035	MIDWEST COMMUNICATIONS	101-20200	450.00
08/17	08/08/2017	150429	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	880.00
08/17	08/08/2017	150430	130009	MINNESOTA POWER (ALLETE INC)	101-20200	89,262.46

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/17	08/08/2017	150431	130086	MN RURAL WATER ASSOCIATION	601-20200	300.00
08/17	08/08/2017	150432	120007	MOTION INDUSTRIES INC	101-20200	99.38
08/17	08/08/2017	150433	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	81,071.00
08/17	08/08/2017	150434	140005	NORTHERN FITNESS GROUP	101-20200	377.96
08/17	08/08/2017	150435	40032	OFFICE OF MN.IT SERVICES	101-20200	468.09
08/17	08/08/2017	150436	150005	OMNI CONTRACTING, INC	604-20200	14,800.00
08/17	08/08/2017	150437	150022	OTIS-MAGIE INS, AGENCY INC	101-20200	204.00
08/17	08/08/2017	150438	160075	PAARK PAVING INC.	101-20200	1,417.43
08/17	08/08/2017	150439	160066	PACE ANALYTICAL SERVICES	602-20200	1,042.00
08/17	08/08/2017	150440	253	PETERSON, LAURA	101-20200	65.00
08/17	08/08/2017	150441	160038	PITNEY BOWES GLOBAL FINANCIAL	602-20200	272.40
08/17	08/08/2017	150442	170007	QUILL CORPORATION	101-20200	12.99
08/17	08/08/2017	150443	180008	RADKO IRON & SUPPLY INC	101-20200	169.99
08/17	08/08/2017	150444	180004	RANGE COOPERATIVES	101-20200	34.00
08/17	08/08/2017	150445	375	RANGE FUNERAL HOME	101-20200	100.00
08/17	08/08/2017	150446	180083	RAPID RENTAL & SUPPLY VIR	101-20200	57.27
08/17	08/08/2017	150447	123	RICH ERICKSON	101-20200	33.11
08/17	08/08/2017	150448	190067	SAINT LOUIS COUNTY	101-20200	35.00
08/17	08/08/2017	150449	257	SARICH, RAIJA	101-20200	69.70
08/17	08/08/2017	150450	190045	SERVICE SOLUTIONS	101-20200	23.00
08/17	08/08/2017	150451	190014	SHERWIN WILLIAMS	101-20200	683.15
08/17	08/08/2017	150452	190004	SKUBIC BROS INC	101-20200	321.20
08/17	08/08/2017	150453	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
08/17	08/08/2017	150454	190002	ST LOUIS COUNTY AUDITOR	603-20200	19,836.25
08/17	08/08/2017	150455	190061	SULLIVAN CANDY & SUPPLY	101-20200	139.90
08/17	08/08/2017	150456	4044	SUMMER WORK OUTREACH PROGRAM	101-20200	200.00
08/17	08/08/2017	150457	217	SUSAN MCCASKI	101-20200	33.11
08/17	08/08/2017	150458	812	T & E CONCERT SERVICE	101-20200	9,110.00
08/17	08/08/2017	150459	200003	TACONITE TIRE SERVICE	101-20200	1,067.01
08/17	08/08/2017	150460	122	TANYA GARSON	101-20200	33.11
08/17	08/08/2017	150461	824	THE ADJUSTMENTS	101-20200	200.00
08/17	08/08/2017	150462	200020	THE TRENTI LAW FIRM	101-20200	3,177.78
08/17	08/08/2017	150463	200006	TRIMARK INDUSTRIAL	101-20200	220.60
08/17	08/08/2017	150464	200036	TRITEC OF MINNESOTA INC	101-20200	1,560.00
08/17	08/08/2017	150465	210001	UNITED ELECTRIC COMPANY	604-20200	4,914.81
08/17	08/08/2017	150466	220025	VERIZON WIRELESS	101-20200	17.86
08/17	08/08/2017	150467	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	54,084.27
08/17	08/08/2017	150468	8008	VITAMIN BROWN BAND	101-20200	600.00
08/17	08/08/2017	150469	847	WNDY	101-20200	200.00
08/17	08/08/2017	150470	240001	XEROX CORPORATION	101-20200	721.87
08/17	08/08/2017	150471	823	YELLOW JOURNALISM SUBMARINE	101-20200	300.00
08/17	08/08/2017	150472	260005	ZEP MANUFACTURING COMPANY	101-20200	351.58
08/17	08/08/2017	150473	130041	MESABI BITUMINOUS	301-20200	79,609.43
08/17	08/08/2017	150474	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	200.00

Grand Totals:

	450,124.61
PP-ENDING 7/28	142,848.62
SALES & USE TAX-JULY	<u>16,938.96</u>
TOTAL EXPENDITURES	<u>\$609,912.19</u>



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 24-17

ADOPTING ASSESSMENT

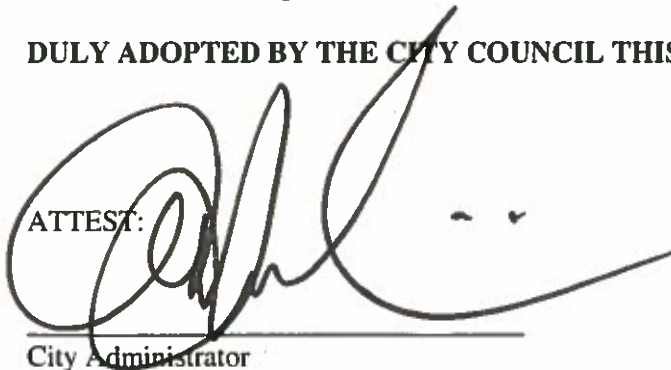
WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for Improvement Number 14-04 the improvement of Mountain Iron Drive between Unity Drive and Highway 53 by reconstruction.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2018, and shall bear interest at the rate of 4.25 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2017. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 120 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

DULY ADOPTED BY THE CITY COUNCIL THIS 7th DAY OF AUGUST, 2017.

ATTEST:



City Administrator

Mayor Gary Skalko



BENCHMARK ENGINEERING, INC.

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

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

August 15, 2017

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

Re: Nichols Ponds Decommissioning
City of Mountain Iron
Project No. MI15-05

Dear Mr. Wainio,

Bids were received for the Nichols Ponds Decommissioning project at 10:00 AM on August 15, 2017. A total of four (4) bids were received, and the low bid was submitted by Veit of Duluth, Minnesota. A tabulation of bids is enclosed for your review.

If the City of Mountain Iron intends to award this project at its August 21, 2017 City Council meeting, based upon our review of the bid information, it is recommended that you award the base bid to Veit in the amount of **\$593,330.84**

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

Sincerely,
Benchmark Engineering, Inc.


Alan Johnson, PE
Project Engineer

Enclosure



BIO FABULATION
 CITY OF MOUNTAIN IRON, MINNESOTA
 PROJECT NO: MILLS-05
 NICHOLS WASTEWATER POND DECOMMISSIONING

DATE: AUGUST 15, 2017

SPEC. NO.	ITEM	UNITS	ESTIMATED QUANTS	VEIT COMPANIES DULUTH, MN		GEORGE BOUGALS & SONS, INC. HIBBING, MN		ULAND BROTHERS, INC. CLOQUET, MN		GLANDEN CONSTRUCTION, INC. LAPORTE, MN	
				UNIT COST	TOTAL AMOUNT	UNIT COST	TOTAL AMOUNT	UNIT COST	TOTAL AMOUNT	UNIT COST	TOTAL AMOUNT
2021.501	MOBILIZATION	LUMP SUM	1.0	\$17,875.00	\$17,875.00	\$48,069.00	\$48,069.00	\$24,887.64	\$24,887.64	\$47,500.00	\$47,500.00
2101.511	CLEARING AND GRUBBING	LUMP SUM	1.0	\$23,245.00	\$23,245.00	\$38,060.00	\$38,060.00	\$4,800.00	\$4,800.00	\$20,000.00	\$20,000.00
2104.501	REMOVE PIPE SEWER	LIN. FT.	1710.0	\$15.70	\$26,847.00	\$5.00	\$8,550.00	\$16.00	\$27,360.00	\$23.00	\$59,330.00
2104.501	REMOVE VALVES	EACH	3.0	\$217.00	\$651.00	\$99.00	\$297.00	\$1,300.00	\$3,900.00	\$950.00	\$2,850.00
2104.501	ABANDON PIPE IN PLACE	EACH	2.0	\$1,195.00	\$2,390.00	\$1,027.00	\$2,054.00	\$1,700.00	\$3,400.00	\$2,950.00	\$4,700.00
2104.501	ABANDON MONITORING WELLS	EACH	4.0	\$1,693.00	\$6,772.00	\$1,027.00	\$4,108.00	\$1,300.00	\$5,200.00	\$3,500.00	\$14,000.00
2104.507	REMOVE CONCRETE HEADWALL/PAD	EACH	4.0	\$1,204.00	\$4,816.00	\$314.00	\$1,256.00	\$1,700.00	\$6,800.00	\$2,000.00	\$8,000.00
2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	3.0	\$989.00	\$2,967.00	\$125.00	\$375.00	\$600.00	\$1,800.00	\$1,200.00	\$3,600.00
2104.509	REMOVE CONCRETE OUTLET STRUCTURE	EACH	1.0	\$767.00	\$767.00	\$443.00	\$443.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00
2104.509	REMOVE LIFT STATION	EACH	1.0	\$2,852.00	\$2,852.00	\$1,502.00	\$1,502.00	\$5,200.00	\$5,200.00	\$19,000.00	\$19,000.00
2105.501	COMMON EXCAVATION	CU. YD.	10014.0	\$6.00	\$60,084.00	\$9.00	\$90,126.00	\$10.00	\$100,140.00	\$10.50	\$105,147.00
2105.503	SLUDGE EXCAVATION	CU. YD.	7215.6	\$11.50	\$82,979.40	\$14.00	\$101,018.40	\$13.00	\$93,802.80	\$17.50	\$126,273.00
2105.535	SALVAGE TOPSOIL	CU. YD.	4265.2	\$7.75	\$33,055.30	\$14.00	\$59,712.80	\$10.00	\$42,652.00	\$8.35	\$35,614.42
2105.601	DEWATERING	LUMP SUM	1.0	\$17,352.00	\$17,352.00	\$47,371.00	\$47,371.00	\$12,400.00	\$12,400.00	\$35,000.00	\$35,000.00
2105.604	GEOTEXTILE FABRIC TYPE V	SQ. YD.	890.7	\$1.50	\$1,336.05	\$2.00	\$1,781.40	\$3.00	\$2,672.10	\$3.75	\$3,340.13
2105.604	GEOTEXTILE FABRIC TYPE IV	SQ. YD.	1346.2	\$1.80	\$2,423.16	\$2.00	\$2,692.40	\$4.00	\$5,384.80	\$3.35	\$4,509.77
2221.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	198.9	\$4.30	\$8,532.77	\$28.00	\$5,569.20	\$39.00	\$7,757.10	\$33.00	\$6,563.70
	SWAMP PADS	LIN. FT.	568.0	\$137.00	\$77,816.00	\$151.00	\$85,768.00	\$30.00	\$17,040.00	\$150.00	\$142,000.00
2506.601	CONSTRUCT 200'X50' CLAY LINED SUMP	EACH	2.0	\$5,250.00	\$10,500.00	\$21,386.00	\$42,772.00	\$7,700.00	\$15,400.00	\$49,850.00	\$99,700.00
2511.501	CLASS 2 FIELD STONE (SWALE CONSTRUCTION)	CU. YD.	673.1	\$34.80	\$23,413.68	\$66.00	\$44,424.60	\$95.00	\$57,213.50	\$88.00	\$59,232.80
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$2,822.00	\$2,822.00	\$673.00	\$673.00	\$1,500.00	\$1,500.00	\$6,500.00	\$6,500.00
2573.502	SILT FENCE, TYPE PREASSEMBLED	LIN. FT.	7500.0	\$1.20	\$9,000.00	\$3.00	\$22,500.00	\$2.05	\$15,375.00	\$2.05	\$15,375.00
2575.502	SEED, MIXTURE EMERGENT WETLAND	ACRE	19.1	\$3,704.00	\$70,746.40	\$352.00	\$6,723.20	\$1,875.00	\$35,491.25	\$2,900.00	\$55,390.00
2575.502	SEED, MIXTURE WET MEADOW	ACRE	2.9	\$3,363.00	\$9,752.70	\$48.00	\$139.20	\$1,890.00	\$5,481.00	\$1,900.00	\$5,510.00
2575.502	SEED, MIXTURE DRY PRAIRIE	ACRE	10.6	\$2,565.00	\$27,189.00	\$43.00	\$455.80	\$1,600.00	\$17,040.00	\$2,600.00	\$27,560.00
2575.502	SEED, MIXTURE STORM WATER NORTHEAST	ACRE	0.3	\$3,850.00	\$1,155.00	\$27.00	\$81.00	\$1,450.00	\$735.00	\$2,500.00	\$750.00
2575.523	EROSION CONTROL BLANKET, CAT. 3	SQ. YD.	244.9	\$3.50	\$857.15	\$3.15	\$771.44	\$1.40	\$342.86	\$1.50	\$367.35
2575.525	TURF REINFORCEMENT MAT, CAT. 3	SQ. YD.	244.9	\$9.70	\$2,375.53	\$11.00	\$2,693.90	\$13.00	\$3,183.70	\$15.00	\$3,673.50
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$15,959.00	\$15,959.00	\$17,100.00	\$17,100.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
2575.555	VEGETATIVE MAINTENANCE 2018	LUMP SUM	1.0	\$14,250.00	\$14,250.00	\$2,672.00	\$2,672.00	\$53,000.00	\$53,000.00	\$55,000.00	\$55,000.00
2575.555	VEGETATIVE MAINTENANCE 2019	LUMP SUM	1.0	\$14,250.00	\$14,250.00	\$1,603.00	\$1,603.00	\$53,000.00	\$53,000.00	\$50,000.00	\$50,000.00

ACKNOWLEDGMENT OF ADDENDUMS	RESPONSIBLE CONTRACTOR FORMS	BASE BID TOTALS
Yes Submitted	Yes Submitted	\$599,530.84
Yes Submitted	Yes Submitted	\$640,379.44
Yes Submitted	Yes Submitted	\$896,900.00
Yes Submitted	Yes Submitted	\$1,039,986.67

Alta J. Johnson
 BENCHMARK ENGINEERING, INC.



Arrowhead Economic Opportunity Agency
702 THIRD AVE SOUTH
VIRGINIA ,MN 55792
Phone: (218) 749-2912 Toll Free: (800) 662-5711
FAX: (612) 465-5869
www.aeoa.org

Dear Energy Vendor:

The Energy Assistance Program (EAP) for the upcoming heating season will start October 1, 2017. Enclosed you will find a copy of the EAP FFY2018, Agreement Between Energy Vendor and Service Provider, a copy of Chapter 3 of the 2018 EAP manual entitled Energy Vendors and a Vendor Survey.

Please do the following:

- Read Chapter 3 – Energy Vendors
- Read the 2018 Vendor agreement
- Complete the Vendor Price List and return with other requested documents
- *Connected utilities* - Send a copy of your company's cold weather rule and disconnection policies
- *Delivered fuel* –Send a copy of your company's delivery policy
- Sign and return the agreement to Energy Assistance Coordinator, Jean Pelletier. *Please note that our office will return a copy of the agreement to your company that contains all signatures.*

Please return all completed documents to AEOA by August15th, 2017.

EAP 2018 applications will be mailed to all previous year (EAP 2017) eligible households by mid-September. The early mailing will allow AEOA time to process applications prior to the onset of cold weather and prepare them for payment once federal funding is received.

Please feel free to call me if you have any questions at 218-748-7352. The Energy Assistance Program Staff looks forward to working with you in the coming program.

Thank you for your cooperation.

Sincerely,

Jean Pelletier
Energy Assistance Manager
[800-662-5711](tel:800-662-5711) 7352
[218-748-7352](tel:218-748-7352)
Fax [612-465-5869](tel:612-465-5869)



Minnesota Energy Assistance Program FFY 2018

Agreement Between Energy Vendor and Service Provider

Mountain Iron City of , 8586 ENTERPRISE DR S Mountain Iron MN 55768, and successor home energy providers, hereafter referred to as “the energy vendor”, hereby agrees to cooperate with Arrowhead Economic Opportunity Agency (AEOA), hereafter referred to as “the Service Provider”, and the Minnesota Department of Commerce (COMM), Energy Assistance Programs, hereafter referred to as “the State” to deliver the Minnesota Energy Assistance Program for Federal Fiscal Year 2018 (FFY 2018), October 1, 2017 through September 30, 2018.

I. The energy vendor and the Service Provider will:

1. Follow Energy Assistance Program (EAP) policies and procedures in the *EAP Policy Manual* (in particular Chapter 3).
2. Maintain accurate client and consumption information.
3. Comply with the MN Government Data Practices Act (MGDPA), MN Stat. Ch. 13, as it applies to all data provided by the energy vendor, the State, or its contractors under this agreement and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the energy vendor or the Service Provider, in performing the duties under this agreement. To administer this program, the energy vendor and the service provider utilize a secure database with private information on individuals protected under the MGDPA. The energy vendor and Service Provider agree to not release any private data, including from the database, to any third party without written authorization from the subject of the data. By signing the application, applicants consent to the use of their private information for purposes of this agreement.
4. Use information obtained from energy vendor, the State, or its contractors for the sole purpose of performing responsibilities and duties for energy programs run by the State. Further, Service Provider and energy vendor shall implement and maintain appropriate and reasonable administrative, technical and physical safeguards to protect such information from accidental or unauthorized access, use, disclosure, and loss or destruction.
5. Negotiate for continuation or reconnection of service to households determined eligible for EAP benefits.
6. Establish a dispute resolution process to resolve issues arising during the term of this agreement.
7. Collaborate and do everything possible to ensure the customer has continuous access to home heating.
8. Minimize the risks of a customer’s home energy crisis through the use of the EAP benefits.
9. Encourage regular payments from the household.
10. Collaborate to reduce home energy costs.
11. Work together to ensure EAP payments are appropriately applied to accounts and used for EAP services as designated by the Service Provider.

II. The Service Provider will:

12. Determine customer eligibility.
13. Provide new and existing energy vendors with information about the eHEAT software system.
 - Encourage all energy vendors to become an eHEAT user, allowing them access to eligibility and benefit data “online”.
 - Provide necessary and/or ongoing training to energy vendors using eHEAT.
14. Make authorization through eHEAT, telephone, fax or electronic communication of payments for:
 - Electricity, heating sources and delivery of fuel.
 - Continuation or reconnection of connected utilities.
 - Fees including: service deposits, pressure tests, line bleeding, tank setting, tank rental, membership, if applicable.
 - Removal from load limiters.
 - Due and past due amounts for electricity and heating fuels.
15. Maintain customer authorizations for exchange of private data between the Service Provider and the energy vendor.
16. Enter account number into eHEAT in the format supplied by the energy vendor.

III. The energy vendor will:

17. Ensure EAP eligible households are not treated adversely compared to other households. Oil and propane dealers are required to comply with the Discrimination Prohibition in Minn. Stat. §325E.027. In addition, propane dealers are required to comply with the following: Price and Fee Disclosure, Budget Payment Plan, Propane Purchase Contracts, and Terms of Sale in Minn. Stat. §§216B.0992 - .0995.
18. Supply account number format to the Service Provider.
19. Upon request, provide a written price list of normal & customary services for home energy costs including but not limited to:

<ul style="list-style-type: none"> ▪ Leak seek and pressure tests ▪ Bleeding lines ▪ Tank setting ▪ Service deposits 	<ul style="list-style-type: none"> ▪ Reconnection fees ▪ Membership fees ▪ Minimum delivery requirements and costs ▪ Emergency fuel and after hours delivery costs
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1. When possible deliver remaining EAP benefit before September 30, 2018.
2. Timely provide at the request of the customer, the Service Provider or the State, information on applicant households’ home energy costs, dwelling consumption data, delivery dates, bill payment history, arrearage history or post-delivery information. This information will be provided in the format requested.
3. Provide dwelling consumption data within 5 business days of the request in eHEAT.
4. Respond promptly to consumption requests for crisis situations.

5. Register with the State to receive EAP payments.
6. Use the warrant or EFT date as the EAP payment date.
7. Apply all EAP payments to the households account within 5 business days of receipt of payment.
8. Apply EAP payments to the household's energy costs before applying other energy payments.
9. Accept all customer payments.
10. Use EAP funds to pay for home energy costs, including fuel and other routine and required services as designated by the Service Provider. Expenses such as service contracts, water, sewer, garbage, cable, internet, telephone, gasoline, machine parts, engine oil, etc. cannot be paid with EAP funds.
11. Continue service, reconnect or deliver fuel to households as negotiated by the Service Provider on behalf of the household.
12. When addressing household energy emergencies, when possible, accept eHEAT payment status of "Payable" for payment. When eHEAT is not available, accept early notification authorization by telephone, fax or electronic communication for delivery of fuel, continuation or reconnection of connected utilities, or service deposits, and removal from load limiters.
13. Accept a household application status in eHEAT of "approved" as income eligibility validation for EAP.
14. Report dangerous heating or fuel delivery situations for EAP households to the Service Provider.
15. Process and refund to the State any refunds requested by the Service Provider within 10 business days.
16. Process and refund to the State all credits attributable to EAP payments remaining on a customer's account within 10 business days after a client ceases to be a customer.
17. Notify the Service Provider or State if there is reason to believe EAP funds have been misused as described in the EAP Policy Manual.
18. Allow the Service Provider or State access to fiscal records of EAP transactions for audit purposes for period of three (3) years after payment.
19. Complete and return the *Vendor Monitoring Report* and the *EAP Leveraging Report*, when requested.
20. Use eHEAT when possible to administer EAP program business, including but not limited to:
 - Providing consumption
 - Maintaining energy vendor account numbers
 - Monitoring eligibility and payments
 - Recording refunds
1. Implement and maintain eHEAT database security policies by:
 - Limiting access to authorized personnel only
 - Ensuring each user is assigned a unique user ID
 - Ensuring email addresses associated with each user ID are current
 - Disabling users immediately upon termination of their role in the service delivery of EAP
 - Disabling users who are on a temporary leave of absence, extended vacation, etc.

IV. Either party to this agreement may terminate it at any time, with or without cause, upon thirty days written notice to each other and the State.

V. Signatures:

Energy Vendor:		
Authorized Energy Vendor Representative:		
Please Print Name	Signature	Date
Company Contact Person:		
Please Print Name	(____)____	(____)____
	Telephone	Fax
(____)____	E-mail address	
24 hour emergency number to address after hours emergencies		

EAP Service Provider:		
Authorized Service Provider Representative:		
Jean Pelletier	Signature	Date
Energy Assistance Coordinator:		
Jean Pelletier	(218) 748-7352	(612) 465-5869
	Telephone	Fax
(844) 568-0149	eap.document@aeoa.org or jean.pelletier@aeoa.org	
24 hour emergency number	E-mail address	

Lisa Stevens
4414 N Ramshaw Road
Iron, MN 55751

August 14, 2017

Craig Wainio
8586 Enterprise Drive
Mountain Iron, MN 55768

Mr. Wainio:

Per our discussion for maternity leave, I was given the option of leaving for twelve weeks. Like my previous leave, I plan to take eight weeks and possibly come back part time for 2 weeks, or utilize the other four. I will work up until the delivery date, and due date is 10/16/17. I will be able to take phone calls or possibly come in if there are questions. If there is any other documentation needed please let me know. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Stevens". The signature is written in black ink and is positioned below the word "Sincerely,".

Lisa Stevens

**MIB Quarterback Club
c/o Betsy Olivanti
9537 Old Highway 169
Mountain Iron, MN 55768**

Fall temperatures are going to be upon us, and that means another year of exciting MI-B RANGER FOOTBALL. The team will take to the field for our first home game on Saturday, September 16, 2017 against South Ridge for the annual Hall of Fame game. Come watch the team take on the challenge of another season.

The MIB Quarterback Club would like to encourage you to become a 2017 Football Sponsor and help us support the football program that involves youth of all ages. Your contribution will assist us in purchasing safety equipment such as helmets, pads, and other football equipment, as well as defraying traveling expenses. The cost of the program is growing considerably each year and the team would like your help.

Please be aware that this does not include only one group, we work to provide necessary items which are not covered under the school budget for all levels of the sport, including students K-12th grades. Please consider a donation to the MIB Football Program in one of the following amounts:

\$25.00 Safety Zone Club

\$50.00 Field Goal Club

\$100.00 Touchdown Club

All of the businesses that donate will be recognized on our football program as well as on a banner that will be displayed at our football field. The MIB Quarterback Club greatly appreciates your consideration, and thanks you in advance for your contribution.

Sincerely,

MIB Quarterback Club, Coaches, and Student Athletes

2017 MI-B Quarterback Club – 2017 Season Supporter

Name of Business/Organization: _____

Address:

Level of Contribution (Please Check One and enclose your check made out to the MI-B Quarterback Club)

____ Safety one Club (\$25.00)

____ Field Goal Club (\$50.00)

____ Touchdown Club (\$100.00)

Please Mail To:

Mt. Iron/Buhl Quarterback Club
c/o Betsy Olivanti, Treasurer
9537 Old Highway 169
Mt. Iron, MN 55768