



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, MAY 21, 2018

6:30 P.M.

MOUNTAIN IRON COMMUNITY CENTER

MOUNTAIN IRON ROOM

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, MAY 21, 2018 - 6:30 P.M.
A G E N D A**

- I. Roll Call
 - II. Consent Agenda
 - A. Minutes of the May 7, 2018, Regular Meeting (#1-16)
 - B. Minutes of the May 7, 2018, Local Board of Appeals and Equalization
 - C. Receipts
 - D. Bills and Payroll
 - E. Communications
 - III. Public Forum
 - A. Award Presentation
 - IV. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - C. Director of Public Works Report
 - 1. Consumer Confidence Report (#17-27)
 - 2. Summer Coaches (#28)
 - D. Library Director/Special Events Coordinator's Report
 - E. Sheriff's Department Report
 - F. City Attorney's Report
 - G. City Engineer's Report
 - 1. Award Bids (#29-30)
 - 2. Change Order Number 1 (#31)
 - H. Liaison Reports
 - V. Unfinished Business
 - VI. New Business
 - A. Resolution Number 15-18 Ordering Report (#32-33)
 - VII. Communications (#34-36)
 - VIII. Announcements
 - IX. Adjourn
- # Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
May 7, 2018

Mayor Skalko called the City Council meeting to order at 6:32p.m. with the following members present: Councilor 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, Library Director/Special Events Coordinator; and SGT John Backman, Sheriff's Department

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

1. Approve the minutes of the April 16, 2018, regular meeting as submitted.
2. Approve the minutes of the April 19, 2018, Local Board of Appeal and Equalization minutes with the following correction **"the property of Edmund Roskoski, 5409 North Court,"** to **"the property of John Roskoski, 5409 North Court."**
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 April 16-30, totaling \$185,367.73 (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period April 16-30, totaling \$408,005.99 (a list is attached and made a part of these minutes).

The motion carried on roll call vote.

Public Forum:

- Tim Satrang, Director of Public Works spoke regarding award received from Minnesota Pollution Control Agency (MPCA)
 - Recognized employees Tyrel Hebl and Brad Bennett for their hard work, were instrumental in the City of Mountain Iron receiving an award from the MPCA for their work at the Wastewater Plant
- Ed Roskoski spoke regarding the City Wells south of the Iroquois mine, and recent activity
 - Tim Satrang explained that these wells in particular have had recent activity due to a failed pumps at two of the City Wells
 - current pump which failed was over 17 years old, unit was pulled
 - USGS and Health Department was asked to assist, take Radon samples, collect data regarding water

The Mayor reported on the following:

- Happy birthday to Gladys Johnson turned 99 years old on May 5
- Happy birthday to Larry "Skip" Murray turned 71 years old on May 5
- Happy birthday to Vernal Lind turned 82 years old on May 5
- Condolences to the family and friends of Stan Sippola
- Condolences to the family and friends of JoAnn Hanson
- Quad City Food Shelf building/structure moving to old Fastenal building in Mountain Iron
- May is Mental Health Awareness month

The City Administrator reported on the following:

- Solar study kicked off-funded through CERTS (Clean Energy Resource Teams) Grant through the State, identify public buildings and prior structures suitable for solar installations
- Coaching positions still available for summer baseball program, contact City Hall for more details
- Iron Range Tykes Learning Center, location is across from Lake Country Power, soil borings completed, next step is purchase agreement

It was moved by Prebeg and seconded by Stanaway to maintain the City of Mountain Iron's current coverage, thus not waiving the monetary limits on municipal tort liability established by MN Statue Section 466.04, and to approve the Liability Coverage with the League of Minnesota Cities. The motion carried.

Director of Public Works:

- Pump failed at City Well site, roughly 17-18 years old
- Water line break last week on Recreational trail,
- Power outage affected West Virginia and Parkville area Saturday morning
- Construction on decommissioning of Nichols Township lagoon started again
- Residents encouraged to contact City Hall for yard work repair for damaged yards by snow plow during winter months

It was moved by Prebeg and seconded by Skogman to hire the following as summer temporary employees:

Public Works/Public Utilities:

Tevin Woinarowicz	Jordan Aho
Brody Bissonette	Arin Marks
Mary Burke	Dylan Leff
Patricia Overbye	

Parks & Recreation:

Austin Ulman	Casey Kitner
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Library:

Emily Kinney

Coaches:

Aidan Bissonette	Brody Bissonette
Jeff Tiedeman	Rusty Dall
Jesse White	Chris Primeau
Audrey White	

Tennis:

Raija Sarich Jessica Kralich

Umpires:

Beau Tapio Ryan Wenzel

The motion carried.

It was moved by Tuomela and seconded by Skogman to accept the recommendation of the Utility Advisory Board and approve the large trash pick-up for City of Mountain Iron residents with garbage service fee of \$10.00, tentatively scheduled for first couple weeks of June. Complete form and payment must be turned in and paid for by June 4th by 4pm, Utility accounts must be current. The motion carried.

It was moved by Skogman and seconded by Stanaway to discuss the matter of intersection of Ann's Acres/Highway 7 with Streets and Alleys Committee for possible ideas and recommendations. The motion carried.

Library Director/Special Events Coordinator:

- Thursday, May 9th at 10:30am "The Root Beer Lady, The Musical," with Barbara Hall
- Tuesday, May 15th at 10:30am "Cooking on the Oxcart Trail"
- Summer Reading program Theme "Reading takes you Everywhere"

Sheriff's Department:

- No formal report

It was moved by Prebeg and seconded by Tuomela to accept the recommendation of the Personnel Committee and adopt the Tentative Agreement and Memorandum of Understanding between AFSCME Local #453 and the City of Mountain Iron. The motion carried

It was moved by Prebeg and seconded by Stanaway to accept the recommendation of the Personnel Committee and adopt the Memorandum of Understanding for the Apprentice Program for Lineman for the City of Mountain Iron as presented (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Tuomela to accept the recommendation of the Personnel Committee and adopt the Cellular Telephone Policy, Policy Number 2018-01 between the City of Mountain Iron and City employees as presented (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Skogman to the recommendation of the Personal Committee and transfer Mr. Curtis Schramm from the position of Maintenance, Job Class 16, to the position of Journeyman Lineman, Job Class 22, effective immediately. The motion carried.

It was moved by Stanaway and seconded by Skogman to adopt Resolution #14-18; Ordering Improvement and Preparation of Plans. This Resolution directs Benchmark Engineering to develop the plans and specifications to meet the criteria for the Community Development Block Grant to slip-line the sewer main between Mountain Avenue and Mesabi Avenue from Locomotive Street to Mill Avenue (a copy is attached and made a part of these minutes). The motion carried.

The council reviewed the list of communications.

It was moved by Skogman and seconded by Prebeg to table the donation of money to the Northern Twisters Gymnastics, until further information can be collected and legal service can be provided. The motion carried.

At 7:12p.m., it was moved by Prebeg and seconded by Stanaway to recess the regular meeting and go into a closed session for performance evaluations for management staff following a brief recess. The motion carried.

The Mayor Skalko called the closed City Council meeting to order at 7:14p.m. to discuss performance evaluations with the following members present: Joe Prebeg Jr., Susan Tuomela, Alan Stanaway, Steve Skogman and Mayor Gary Skalko. Also present was: Craig J. Wainio, City Administrator; Tim Satrang, Director of Public Works; and Sally Yuccas, Library Director/Special Events Coordinator.

The performance evaluations were discussed along with proposed wage increases for the Director of Public Works, the Library Director/Special Events Coordinator, and the City Administrator.

At 7:59 p.m., it was moved by Prebeg and seconded by Stanaway to adjourn the closed meeting to discuss performance evaluations and reconvene the regular meeting. The motion carried.

It was moved by Prebeg and seconded by Skogman to approve the following salary increases for the management staff:

Craig J. Wainio	2.0%
Tim Satrang	2.0%
Sally Yuccas	2.0%

With the increase being effective January May 1, 2018 for one year for salaried employees, insurance premiums and contribution will mirror AFSCME contract. The motion carried.

At 8:02p.m., it was moved by Skalko and seconded by that the meeting be adjourned. The motion carried.

Submitted by:

Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Communications:

1. Thank you from Mountain Iron-Buhl Yearbook Staff for the support and sponsoring the yearbook.

MINUTES
MOUNTAIN IRON CITY COUNCIL
BOARD OF APPEAL AND EQUALIZATION
MAY 7, 2018

Councilor Alan Stanaway reconvened the meeting at 5:30p.m. with the following members present: Joe Prebeg, Jr., Alan Stanaway, Susan Tuomela, Steve Skogman, and Mayor Gary Skalko. Also present were: Amanda Inmon, Municipal Services Secretary; Shawn Hainey, Real Estate Appraiser for Saint Louis County and Patrick Orent, Principal Appraiser.

It was moved by Skalko and seconded by Tuomela to accept the recommendation of the St. Louis County Assessor to reduce the building value amount from \$203,000 to \$199,600 to the property of Frank & Diana Werschay, 4716 Majestic Lake Road, Mountain Iron, Parcel Code 175-0019-00050. The motion carried.

It was moved by Skalko and seconded by Prebeg to accept the recommendation of the St. Louis County Assessor to reduce the building value amount from \$405,800 to \$385,100 to the property of Rick and Wendy Kalisch, 5480 Diamond Lane, Mountain Iron, Parcel Code 175-0063-00140. The motion carried.

It was moved by Skalko and seconded by Skogman to accept the recommendation of the St. Louis County Assessor to reduce the building value amount from \$118,200 to \$113,000 to the property of Roger and Roberta Greenwaldt, 5607 Falcon Avenue, Mountain Iron, Parcel Code 175-0051-00650. The motion carried.

At 5:50p.m., it was moved by Skogman and seconded by Tuomela to recess the Local Board of Appeal and Equalization meeting. The motion carried.

Submitted by:

Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Distribution Summary

Category	Distribution	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	600.00
BUILDING RENTALS	COMMUNITY CENTER	800.00
BUILDING RENTALS	NICHOLS HALL	50.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	65.97
CAMPGROUND RECEIPTS	FEES	1,990.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	59.70
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	146.80
METER DEPOSITS	ELECTRIC	1,100.00
METER DEPOSITS	WATER	40.00
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	57,848.70
MISCELLANEOUS	CABLE TV FRANCHISE FEE	5,518.11
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	214.00
MISCELLANEOUS	COCA-COLA RECEIPTS-CITY HALL	35.76
MISCELLANEOUS	DELTA DENTAL PAYABLE	1,754.10
MISCELLANEOUS	FAX CHARGES	.25
MISCELLANEOUS	MISC. - GENERAL	670.00
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	1,800.00
MISCELLANEOUS	REIMBURSEMENTS	1,849.07
MISCELLANEOUS	SALE-COPIES, MAPS, LABOR-ADMIN	24.75
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	426.14
PERMITS	BUILDING	50.00
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	33.26
SPECIAL ASSESSMENTS	SPECIAL ASSESS -BOND MONEY	782.03
UTILITY	UTILITY	109,489.09
Grand Totals:		185,367.73

Report Criteria:

Report type: Summary

Check Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/18	05/09/2018	151512	1222	THE MUDDY PREACHER	101-20200	200.00- V
05/18	05/01/2018	151521	130011	UNITED STATES POSTAL SERVICE	603-20200	283.55
05/18	05/09/2018	151522	10068	ADVANCED OPTICAL	101-20200	1,200.00
05/18	05/09/2018	151523	10058	ALEX AIR APPARATUS, INC	301-20200	23,685.00
05/18	05/09/2018	151524	600	ALEXIS PODPESKAR	101-20200	200.00
05/18	05/09/2018	151525	60019	AMANDA INMON	101-20200	858.93
05/18	05/09/2018	151526	10075	AMERIPRIDE SERVICES	603-20200	48.79
05/18	05/09/2018	151527	10006	ANDERSON AUTO CENTER (DBA)	101-20200	2,481.35
05/18	05/09/2018	151528	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	32.66
05/18	05/09/2018	151529	20022	BENCHMARK ENGINEERING INC	101-20200	2,072.50
05/18	05/09/2018	151530	30055	BTAC ACQUISITION CORP.	101-20200	532.96
05/18	05/09/2018	151531	30017	CARQUEST (MOUNTAIN IRON)	101-20200	718.32
05/18	05/09/2018	151532	648	CHRISTOPHER MURPHY	101-20200	100.00
05/18	05/09/2018	151533	30072	COMPUTER WORLD	301-20200	11,534.45
05/18	05/09/2018	151534	140013	CORE & MAIN LP	601-20200	741.58
05/18	05/09/2018	151535	230021	CRAIG J WAINIO	101-20200	60.94
05/18	05/09/2018	151536	30090	CRYSTEEL TRUCK EQUIPMENT INC	101-20200	269.66
05/18	05/09/2018	151537	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,814.55
05/18	05/09/2018	151538	50054	EVERBRIDGE, INC.	101-20200	3,000.00
05/18	05/09/2018	151539	60006	FISHER PRINTING COMPANY	602-20200	1,310.00
05/18	05/09/2018	151540	60003	FIVE SEASONS SPORTS CENTER	101-20200	113.82
05/18	05/09/2018	151541	70016	GOPHER STATE ONE CALL INC	604-20200	36.60
05/18	05/09/2018	151542	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60
05/18	05/09/2018	151543	80022	HAWKINS INC	601-20200	506.12
05/18	05/09/2018	151544	80001	HILLYARD/HUTCHINSON	301-20200	3,566.26
05/18	05/09/2018	151545	80037	HOMETOWN MEDIA PARTNERS	101-20200	1,188.75
05/18	05/09/2018	151546	90001	ILLINOIS LIBRARY ASSOCIATION	101-20200	595.98
05/18	05/09/2018	151547	315	IRON RANGE PARTNERSHIP	101-20200	200.00
05/18	05/09/2018	151548	602	IRON RANGE YOUR FOR CHRIST	101-20200	200.00
05/18	05/09/2018	151549	604	JOHN MEINZER	101-20200	200.00
05/18	05/09/2018	151550	369	KRISTI LAKOSKY	101-20200	100.00
05/18	05/09/2018	151551	120032	LAKE COUNTRY POWER	101-20200	213.55
05/18	05/09/2018	151552	120003	LEAGUE OF MINNESOTA CITIES	101-20200	102.00
05/18	05/09/2018	151553	120014	LUNDGREN MOTORS	101-20200	223.57
05/18	05/09/2018	151554	1901033	MATTHEW CERKVENIK	604-20200	41.01
05/18	05/09/2018	151555	506	MCFOA	101-20200	45.00
05/18	05/09/2018	151556	130006	MESABI HUMANE SOCIETY	101-20200	1,458.33
05/18	05/09/2018	151557	130026	MESABI SIGN COMPANY	602-20200	3.80
05/18	05/09/2018	151558	112	MICHELLE CLAVITER-TVEIT	101-20200	100.00
05/18	05/09/2018	151559	110035	MIDWEST COMMUNICATIONS	101-20200	125.00
05/18	05/09/2018	151560	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	2,680.00
05/18	05/09/2018	151561	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,411.40
05/18	05/09/2018	151562	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	577.57
05/18	05/09/2018	151563	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	14,592.83
05/18	05/09/2018	151564	130128	MTI DISTRIBUTING	101-20200	1,935.90
05/18	05/09/2018	151565	1203	NAOMI TOLLEFSON	101-20200	64.43
05/18	05/09/2018	151566	140048	NORTH COUNTRY HEATING	601-20200	195.00
05/18	05/09/2018	151567	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	95,859.00
05/18	05/09/2018	151568	140005	NORTHERN FITNESS GROUP	101-20200	377.96
05/18	05/09/2018	151569	150022	OTIS-MAGIE INS, AGENCY INC	101-20200	204.00
05/18	05/09/2018	151570	160066	PACE ANALYTICAL SERVICES	602-20200	468.50
05/18	05/09/2018	151571	1202	PAT BALDWIN	101-20200	176.60
05/18	05/09/2018	151572	160003	PERPICH TV & MUSIC INC	101-20200	150.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/18	05/09/2018	151573	170007	QUILL CORPORATION	101-20200	375.14
05/18	05/09/2018	151574	180008	RADKO IRON & SUPPLY INC	101-20200	99.99
05/18	05/09/2018	151575	180004	RANGE COOPERATIVES	101-20200	48.75
05/18	05/09/2018	151576	1201	RYAN PELKEY	101-20200	66.23
05/18	05/09/2018	151577	512	SALVATION ARMY	101-20200	200.00
05/18	05/09/2018	151578	1901026	SCOTT NOVAK	604-20200	43.31
05/18	05/09/2018	151579	190045	SERVICE SOLUTIONS	101-20200	23.00
05/18	05/09/2018	151580	190004	SKUBIC BROS INC	101-20200	62.86
05/18	05/09/2018	151581	190104	SNYDER INDUSTRIES INC	603-20200	3,189.68
05/18	05/09/2018	151582	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
05/18	05/09/2018	151583	190002	ST LOUIS COUNTY AUDITOR	603-20200	22,687.50
05/18	05/09/2018	151584	190030	STRATEGIC INSIGHTS INC	301-20200	499.50
05/18	05/09/2018	151585	5007	SUN LIFE FINANCIAL	602-20200	954.49
05/18	05/09/2018	151586	200003	TACONITE TIRE SERVICE	604-20200	102.85
05/18	05/09/2018	151587	180023	TECH BYTES	101-20200	185.00
05/18	05/09/2018	151588	200020	THE TRENTI LAW FIRM	101-20200	2,437.18
05/18	05/09/2018	151589	20000	TRAFFIC CONTROL CORP.	301-20200	2,270.00
05/18	05/09/2018	151590	200006	TRIMARK INDUSTRIAL	604-20200	57.48
05/18	05/09/2018	151591	210009	USA BLUE BOOK	602-20200	238.79
05/18	05/09/2018	151592	220025	VERIZON WIRELESS	602-20200	18.01
05/18	05/09/2018	151593	220014	VIKING INDUSTRIAL NORTH	101-20200	125.32
05/18	05/09/2018	151594	381	VIRGINIA CREDIT COOP UNION	101-20200	200.00
05/18	05/09/2018	151595	220013	VOL. FIREFIGHTERS' BENEFIT	101-20200	168.00
05/18	05/09/2018	151596	230033	WITMER PUBLIC SAFETY GROUP, INC.	101-20200	184.95
05/18	05/09/2018	151597	240001	XEROX CORPORATION	101-20200	582.50
05/18	05/09/2018	151598	260002	Z/TECH	604-20200	109.00
05/18	05/09/2018	151599	260005	ZEP MANUFACTURING COMPANY	101-20200	474.48
05/18	05/09/2018	151600	260001	ZIEGLER INC	101-20200	531.90
05/18	05/09/2018	151601	1222	TIM MUNNS	101-20200	200.00

Grand Totals:

256,982.73

PP-ENDING 04/20

128,375.79

SALES & USE TAX-APRIL

22,647.47

TOTAL EXPENDITURES**\$408,005.99**

Apprentice Program for Linemen

The City of Mt. Iron ("the Employer") and AFSCME Local 453, City of Mt. Iron Employees ("the Union") are parties to a written collective bargaining agreement.

The Employer has an existing program for Apprentice Linemen and has previously negotiated specific terms and conditions of employment, including wages for this job classification. The Employer and the Union further agree to specific terms as outlined and agreed to within this letter that are effective upon ratification and signature. These terms, it is mutually agreed, will be added to the successor bargaining agreement upon negotiation unless altered or renegotiated amongst the parties.

It is agreed:

1. Employees who are in this Apprentice Linemen program will be expected to become qualified linemen either through 1) completing the coursework of Minnesota Municipal Utilities Association ("MMUA") and earning a certificate of completion, or 2) completing the hours required for, applying for, and receiving a Journey Worker Lineman certificate from the State of Minnesota or equivalent recognized entity.
2. The employer will pay for all training required for Apprentice Linemen as offered through the Minnesota Municipal Utilities Association ("MMUA") to earn a certificate of completion. This includes the annual distance enrollment fee, any required off-site training (including mileage, hotels, meals, and other expenses of this travel or training), books for all required modules, and any testing.
3. Employees will be expected to work for the Employer for five (5) calendar years after the receipt of Journey Worker Linemen certificate or their Certificate of Completion from MMUA. If an employee does not complete five years of employment, they will be required to reimburse the employer \$6,000, payable within one year (12 months) of the date of their resignation.

In order to ensure that all parties, including the affected employees, understand the responsibilities of this agreement, it is further agreed that:

For employees working through the MMUA track toward certification:

1. Employees in the Apprentice Linemen program will be expected to work through the MMUA program and earn a certificate of completion from MMUA. In order to receive this certificate and to complete the City's Apprenticeship Program, employees must:
 - a. Complete the required coursework and exams (the program's "bookwork")
 - b. Complete the four required training sessions offered and required by MMUA (underground, overhead, metering, and substation)
 - c. Complete 5,000 hours of work, including hours of work credited from prior schooling or prior employment
2. Upon hire or date of entrance into the Apprenticeship, the employer will meet with the employee and MMUA in order to determine what previous training the employee has received and on what year of the program they will start. This meeting will take place within one month of the hire date and the employee has the right to have a Union representative present if they choose. At this meeting, a timeline will be established and mutually agreed to for completion of the MMUA coursework, trainings, and all other requirements for the Apprenticeship Program. This will be provided to the employee and the Union in writing following the meeting.

3. Employees will be allowed to work through the MMUA coursework at their own pace and will not be prevented from working ahead of the 4 year timeline or any other timeline established in this initial meeting.
4. Employees will be credited with 500 hours per year of school attended; employees will also be credited hours for prior hours of work in a same or similar field as would apply to the program.
5. All hours will be signed off and approved by the Public Works Director.
6. The City agrees that it will send employees to MMUA-required trainings as needed to complete the trainings prior to the employee's expected completion of the hours remaining in the program. (Ex. If an employee has 6,000 hours credited upon hire and has 2,000 hours left in the program, the employee will be sent to all four MMUA trainings in one year.)
7. Upon completion of the MMUA coursework and the final test, the results will be submitted to MMUA within one week, and upon receipt of the Certificate of Completion, the date will be immediately noted.
8. The five year timeline will begin immediately upon completion of the three required elements of the program as detailed in point (1) and receipt of the Certificate of Completion.
9. If an employee is involuntarily terminated for just cause after the probationary period has ended, reimbursement will be required.
10. If an employee requires an extension of the initial timeline established, a meeting will be held between the Employer, the Employee, and the Union to establish a new completion date. There will be no discipline for failing to meet any timeline, however, an employee may grieve any interference by the Employer that has prevented them from progressing within the appropriate timeline.
11. If the employee is unable to complete the program within the agreed upon time frame or through the process outlined in (10), the employee will be required to reimburse the City for any and all training expenses.

For employees applying for the Journey Worker Lineman certificate from the State of Minnesota or equivalent recognized entity:

1. Employees in the Apprentice Lineperson program have completed schooling and are utilizing the apprentice program to apply for and receive their Journey Worker Lineman certificate will be expected to work through required hours to receive their certificate. In order to complete the City's Apprenticeship Program, employees must:
 - a. Complete 8,000 hours of work, including hours of work credited from prior schooling or prior employment
 - b. Apply for and receive a Journey Worker Lineman certificate from the State of Minnesota or recognized entity
2. Upon hire or date of entrance into the Apprenticeship, the employer will meet with the employee and in order to determine what previous training the employee has received and on what year of the program they will start. This meeting will take place within one month of the hire date and the employee has the right to have a Union representative present if they choose. At this meeting, a timeline will be established and mutually agreed to for completion the hours and all other requirements for the Apprenticeship Program. This will be provided to the employee and the Union in writing following the meeting.
3. Employees will be allowed to work through the required hours at their own pace and will not be prevented from working hours at the timeline established in this initial meeting.
4. Employees will be credited with at least 500 hours per year of school attended; employees will also be credited hours for prior hours of work in a same or similar field as would apply toward their certificate.
5. The City agrees that it will provide employees with the hours necessary to complete the apprenticeship during the time laid out during the initial meeting based on the hours remaining to earn the certificate.

6. All hours will be signed off and approved by a Journeyman Lineman with final approval by the Director of Public Works.
7. Upon completion of the requirements of the program and application for the certificate, and upon receipt of the Journey Worker Lineman certificate, the date will be immediately noted.
8. The five year timeline will begin immediately upon completion of the three required elements of the program as detailed in point (1) and receipt of the Journey Worker Lineman certificate.
9. If an employee is involuntarily terminated for just cause after the probationary period has ended, reimbursement will be required.
10. If an employee requires an extension of the initial timeline established, a meeting will be held between the Employer, the Employee, and the Union to establish a new completion date. There will be no discipline for failing to meet any timeline, however, an employee may grieve any interference by the Employer that has prevented them from progressing within the appropriate timeline.
11. If the employee is unable to complete the program within the agreed upon time frame or through the process outlined in (10), the employee will be required to reimburse the City for any and all training expenses.

The terms and conditions of this Apprentice Program will be discussed with all employees being interviewed for this position and a copy of this letter will be provided to all employees for whom this letter applies upon hire. All terms of this Letter of Understanding will be subject to the existing language of the collective bargaining agreement, including the grievance procedure.

All apprentice linepersons will sign a copy of this letter as acknowledgment that this information was provided to them prior to their enrollment in the program.

Dated _____, 2018
for the City of Mt. Iron

Mayor, City of Mt. Iron

City Administrator, City of Mt. Iron

Dated _____, 2018
for AFSCME

President, Local 453

Staff Representative, AFSCME Council 65

CELLULAR TELEPHONE POLICY

Policy Number 2018-01

Adopted May 7, 2018

PURPOSE

The purpose of this policy is to provide guidance with regard to who has cellular telephone privileges and City expectations of those with cellular telephones. Cellular telephones are assigned to employees who must remain accessible due to the nature of their duties and/or those who must be available for emergency response or consultation. The program provides a cellular telephone allowance to certain employees. In order to effectively facilitate this program, cellular telephones and cellular telephone allowances will be handled by the City Administrator.

CITY EXPECTATIONS

- Employees are expected to keep their cellular phone turned on at certain times to assure that they can be reached.
- Using a cellular telephone while driving a vehicle is strongly discouraged.
- Cellular telephones should not be used when a less costly alternative phone service is convenient and readily available.
- Employees in possession of City cellular telephones are required to care for the telephone in a responsible manner, and to take appropriate precautions to prevent theft, damage, and vandalism.
- The City reserves the right to monitor the use of all City-owned cellular telephones.

CITY-PROVIDED CELL PHONES

City Council/Supervisor Responsibilities:

- With the approval of the City Council, will determine which positions require a cellular phone to be provided by the City. This evaluation will be based on the benefit to the City for providing a cell phone (or a cell phone allowance) to an employee, the scope of position responsibilities, the need to be able to contact the employee on short notice, and the employee's role in emergency response. Requests for a cellular phone will then be directed to the City Administrator.
- When an employee terminates employment, the Supervisor is responsible for making sure the employee returns the phone.

Employee Responsibilities:

- City-owned cell phones may be taken out-of-state and used for business purposes only.
- Employees are required to return the cellular phone when they leave employment.

- Cellular transmissions are not secure. Employees should use discretion in relaying confidential information.
- In the event that a City-owned cell phone is lost, stolen or damaged, the employee is responsible for reporting it to the City Administrator.
- As with a regular telephone system, limited incidental and occasional personal use of the cell phone may occur. These calls should be limited to a short reply. Frequent or lengthy calls for personal reasons during work time are a violation of this policy. If it is determined that an employee has excessive personal use on their City cell phone, they may be required to reimburse the City for personal calls. These circumstances will be reviewed on a case-by-case basis and reimbursement will be at the discretion of the City Administrator.
- Employees may access and/or download online features (such as ring tones) to their cell phone. These may be required to be reimbursed to the City for any expenses incurred.

CELL PHONE ALLOWANCE

- The cell phone allowance program is given to employees for the use of their own personal cellular phones.
- The City of Mountain Iron will pay an allowance to the employee's monthly plan in the amount \$40.00 per month. The annual stipend for all cellular phones shall be as set forth from time to time by the City Council.
- Employee Responsibilities: Employees will need to submit copies of their monthly cellular phone statements prior to receiving their stipend.
- Employees must keep the City informed of their personal cell phone number, and any changes to that number, so that they can be reached as expected and needed.
- The employee is responsible for assuring that their cell phone is in good working order. In the event a personal cell phone breaks, quits working, or is lost/stolen, the employee must notify their supervisor and the City Administrator. If the employee is without a cell phone for more than one week, the City will suspend payment of the cellular phone allowance until a replacement phone has been obtained and is activated.
- Employees with a cellular telephone allowance are responsible for all of the costs associated with the cellular telephone plan they choose. For example, lost or stolen phones, phones that break or quit working, plan penalties, activation fees, excess charges, etc., are all the responsibility of the employee. The City of Mountain Iron is only responsible for the approved "cellular telephone allowance."

PERSONAL CELL PHONES AT WORK

Employees should make every effort to assure that their personal cell phone is not disruptive to co-workers during work hours or interferes with the employee completing their own work. Employees that BYOD should take extreme precautions against breached security or virus transfers. Under the Minnesota Data Government Data Practices Act, any electronic device that generates city data could become discoverable whether or not the device is owned by the city or by the employee.

CITY CELL PHONE AGREEMENT

The City of Mountain Iron is pleased to offer you the use of the City Cell Phone or Stipend. It represents the City of Mountain Iron's trust in you and your empowerment as a responsible employee to the City to safeguard and protect the City's assets.

I, _____, hereby acknowledge receipt of the City of Mountain Iron's Cell Phone Policy. As an employee, I agree to comply with the terms and conditions of this policy. I acknowledge receipt of the Policy and confirm that I have read and understand its terms and conditions. I understand that the City of Mountain Iron and I are jointly and severally responsible for all charges made by me.

As a user of the City's cell phone or stipend, I agree to accept responsibility for the protection and proper use of the cell phone as outlined in the Policy. I understand that the City of Mountain Iron will audit the use of the cell phone and under the Minnesota Data Government Data Practices Act, any electronic device that generates city data could become discoverable whether or not the device is owned by the city or by the employee.

I further understand that improper use of the cell phone or stipend will result in disciplinary action, up to and including termination of employment. I understand that the City of Mountain Iron may terminate my right to use the cell phone or stipend at any time for any reason. I agree to return the cell phone to the City of Mountain Iron immediately upon request or upon termination of employment.

Signature

Date

Print Name



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 14-18

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a Resolution of the City Council adopted the 20th day of November, 2017, applying for a Community Development Block Grant for the proposed improvement of the sewer main in the alley between Mountain Avenue and Mesabi Avenue from Locomotive Street to Mill Street by sliplining, and

WHEREAS, the City of Mountain Iron was awarded funding under the Community Development Block Grant program for the sliplining project.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Community Development Block Grant application.
2. Such improvement is hereby ordered as outlined in the Community Development Block Grant application.
3. Benchmark Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

DULY ADOPTED BY THE CITY COUNCIL THIS 7th DAY OF MAY, 2018.

ATTEST:

City Administrator

Mayor Gary Skalko

Mountain Iron

2017 DRINKING WATER REPORT

Making Safe Drinking Water

Your drinking water comes from a groundwater source: two wells ranging from 375 to 425 feet deep, that draw water from the Biwabik Iron-Formation aquifer.

Mountain Iron works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Tyrel Hebl, Lead Water Operator, at (218) 748-7570 or thebl@ci.mountain-iron.mn.us if you have questions about Mountain Iron's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Mountain Iron Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2017.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and Testing of Drinking Water in Minnesota](http://www.health.state.mn.us/divs/eh/water/factsheet/com/sampling.html) (<http://www.health.state.mn.us/divs/eh/water/factsheet/com/sampling.html>).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **Level 1 Assessment:** A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.
- **Level 2 Assessment:** A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an E. coli MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **NA (Not applicable):** Does not apply.
- **NTU (Nephelometric Turbidity Units):** A measure of the cloudiness of the water (turbidity).
- **pCi/l (picocuries per liter):** A measure of radioactivity.
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter ($\mu\text{g/l}$).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.
- **TT (Treatment Technique):** A required process intended to reduce the level of a contaminant in drinking water.
- **Variances and Exemptions:** State or EPA permission not to meet an MCL or a treatment technique under certain conditions.

Water Quality Data Tables

LEAD AND COPPER – Tested at customer taps.

Contaminant (Date, if sampled in previous year)	EPA's Action Level	EPA's Ideal Goal (MCLG)	90% of Results Were Less Than	Number of Homes with High Levels	Violation	Typical Sources
Copper (07/20/17)	90% of homes less than 1.3 ppm	0 ppm	0.12 ppm	0 out of 10	NO	Corrosion of household plumbing.
Lead (07/20/17)	90% of homes less than 15 ppb	0 ppb	2.7 ppb	1 out of 10	NO	Corrosion of household plumbing.

INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.

Contaminant (Date, if sampled in previous year)	EPA's Limit (MCL)	EPA's Ideal Goal (MCLG)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Nitrate	10.4 ppm	10 ppm	0.09 ppm	N/A	NO	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.
Barium (08/25/14)	2 ppm	2 ppm	0.03 ppm	N/A	NO	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposit.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Limit (MCL or MRDL)	EPA's Ideal Goal (MCLG or MRDLG)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Total Trihalomethanes (TTHMs)	80 ppb	N/A	7.9 ppb	N/A	NO	By-product of drinking water disinfection.
Total Haloacetic Acids (HAA)	60 ppb	N/A	1.1 ppb	N/A	NO	By-product of drinking water disinfection.
Total Chlorine	4.0 ppm	4.0 ppm	0.33 ppm	0.26 - 0.39 ppm	NO	Water additive used to control microbes.

Total HAA refers to HAA5

OTHER SUBSTANCES – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Limit (MCL)	EPA's Ideal Goal (MCLG)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Fluoride	4.0 ppm	4.0 ppm	1.22 ppm	1.10 - 1.30 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Potential Health Effects and Corrective Actions (If Applicable)

Fluoride: Fluoride is nature's cavity fighter, with small amounts present naturally in many drinking water sources. There is an overwhelming weight of credible, peer-reviewed, scientific evidence that fluoridation reduces tooth decay and cavities in children and adults, even when there is availability of fluoride from other sources, such as fluoride toothpaste and mouth rinses. Since studies show that optimal fluoride levels in drinking water benefit public health, municipal community water systems adjust the level of fluoride in the water to a concentration between 0.5 to 1.5 parts per million (ppm), with an optimal fluoridation goal between 0.7 and 1.2 ppm to protect your teeth. Fluoride levels below 2.0 ppm are not expected to increase the risk of a cosmetic condition known as enamel fluorosis.

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Minnesota's primary drinking water sources are groundwater and surface water. Groundwater is the water found in aquifers beneath the surface of the land. Groundwater supplies 75 percent of Minnesota's drinking water. Surface water is the water in lakes, rivers, and streams above the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water.

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Mountain Iron is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments](http://www.health.state.mn.us/divs/eh/water/swp/swa/)

(www.health.state.mn.us/divs/eh/water/swp/swa/) or call 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Mountain Iron provides high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.

- You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: Are your pipes made of lead? Here's a quick way to find out (<https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home>).
 - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. Use cold water for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
 3. Test your water. In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
 - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:
Environmental Laboratory Accreditation Program
<https://apps.health.state.mn.us/elabo/public/accreditedlabs/labsearch.seam>
 The Minnesota Department of Health can help you understand your test results.
 4. Treat your water if a test shows your water has high levels of lead after you let the water run.
 - Read about water treatment units:
Point-of-Use Water Treatment Units for Lead Reduction
<http://www.health.state.mn.us/divs/eh/water/factsheet/com/poulead.html>

Learn more:

- Visit Lead in Drinking Water (<http://www.health.state.mn.us/divs/eh/water/contaminants/lead.html#Protect>)
- Visit Basic Information about Lead in Drinking Water (<http://www.epa.gov/safewater/lead>)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791. To learn about how to reduce your contact with lead from sources other than your drinking water, visit Lead Poisoning Prevention: Common Sources (<http://www.health.state.mn.us/divs/eh/lead/sources.html>).

Library of Optional Text for Consumer Confidence Reports

Help Protect Our Most Precious Resource - Water

The Value of Water

Drinking water is a precious resource, yet we often take it for granted.

Throughout history, civilizations have risen and fallen based on access to a plentiful, safe water supply. That's still the case today. Water is key to healthy people and healthy communities.

Water is also vital to our economy. We need water for manufacturing, agriculture, energy production, and more. One-fifth of the U.S. economy would come to a stop without a reliable and clean source of water.

Systems are in place to provide you with safe drinking water. The state of Minnesota and local water systems work to protect drinking water sources. For example, we might work to seal an unused well to prevent contamination of the groundwater. We treat water to remove harmful contaminants. And we do extensive testing to ensure the safety of drinking water.

If we detect a problem, we take corrective action and notify the public. Water from a public water system like yours is tested more thoroughly and regulated more closely than water from any other source, including bottled water.

Conservation

Conservation is essential, even in the land of 10,000 lakes. For example, in parts of the metropolitan area, groundwater is being used faster than it can be replaced. Some agricultural regions in Minnesota are vulnerable to drought, which can affect crop yields and municipal water supplies.

We must use our water wisely. Below are some tips to help you and your family conserve – and save money in the process.

- Fix running toilets—they can waste hundreds of gallons of water.
- Turn off the tap while shaving or brushing your teeth.
- Shower instead of bathe. Bathing uses more water than showering, on average.
- Only run full loads of laundry, and set the washing machine to the correct water level.
- Only run the dishwasher when it's full.
- Use water-efficient appliances (look for the WaterSense label).
- Use water-friendly landscaping, such as native plants.
- When you do water your yard, water slowly, deeply, and less frequently. Water early in the morning and close to the ground.
- Learn more

- [Minnesota Pollution Control Agency's Conserving Water webpage \(https://www.pca.state.mn.us/living-green/conserving-water\)](https://www.pca.state.mn.us/living-green/conserving-water)
- [U.S. Environmental Protection Agency's WaterSense webpage \(https://www.epa.gov/watersense\)](https://www.epa.gov/watersense)

You Can Prevent Pollution

Many of our daily activities contribute to the pollution of Minnesota's surface water and groundwater. You can help protect these drinking water sources by taking the following actions:

- **Lawn and property:**
 - Limit use of herbicides, pesticides, and fertilizers on your property.
 - Keep soil in place with plants, grass, or rocks.
 - Cover temporary piles of dirt with a tarp or burlap sack.
 - Keep leaves and grass off of streets and sidewalks.
 - Maintain any septic systems, private wells, and storage tanks to prevent leaks. Seal any unused wells.
- **Out-of-date medications:** Never flush unwanted or out-of-date medications down the toilet or sink. Always take them to a waste disposal or prescription medication drop-off site. More information is available at [Managing unwanted medications \(www.pca.state.mn.us/living-green/managing-unwanted-medications\)](http://www.pca.state.mn.us/living-green/managing-unwanted-medications)
- **Hazardous materials:** Safety store hazardous materials such as paint, batteries, herbicides, pesticides, and pool chemicals. Dispose of them at a proper waste disposal facility or drop-off event. Do not dump down storm drains, sink or onto your land. Learn more at: [Keep hazardous waste out of the garbage \(http://www.pca.state.mn.us/featured/keep-hazardous-waste-out-garbage\)](http://www.pca.state.mn.us/featured/keep-hazardous-waste-out-garbage).
- **Pet waste:** Pick up after your pet and put waste in the trash.
- **Trash:** Seal trash bags and keep litter out of the street.
- **Winter ice removal:** Chemicals used to break up the ice are called deicers or anti-icers. They can be harmful to the environment, corrosive to driveways and sidewalks and harmful to plants, pets and humans. Always shovel first, and then only apply deicers/anti-icers lightly if needed. Learn more at [10 smart salting tips to protect Minnesota waters \(https://www.pca.state.mn.us/featured/10-smart-salting-tips-protect-minnesota-waters\)](https://www.pca.state.mn.us/featured/10-smart-salting-tips-protect-minnesota-waters).
- **Keep an eye out for car and motor fluids:** Seal or repair any fluid leaks that could run off onto streets and into storm drains. Take used motor oil or other fluids to a neighborhood drop-off site.
- **Be a water advocate:** Spread the word; get involved. There are many groups and individuals working to protect water across Minnesota.

Reduce Backflow at Cross Connections

Bacteria and chemicals can enter the drinking water supply from polluted water sources in a process called backflow. Backflow occurs at connection points between drinking water and non-drinking water supplies (cross connections) due to water pressure differences.

For example, if a person sprays an herbicide with a garden hose, the herbicide could enter the home's plumbing and then enter the drinking water supply. This could happen if the water pressure in the hose is greater than the water pressure in the home's pipes.

Property owners can help prevent backflow. Pay attention to cross connections, such as garden hoses.

The Minnesota Department of Health and American Water Works Association recommend the following:

- Do not submerge hoses in buckets, pools, tubs, or sinks.
- Keep the end of hoses clear of possible contaminants.
- Do not use spray attachments without a backflow prevention device. Attach these devices to threaded faucets. Such devices are inexpensive and available at hardware stores.
- Use a licensed plumber to install backflow prevention devices.
- Maintain air gaps between hose outlets and liquids. An air gap is a vertical space between the water outlet and the flood level of a fixture (e.g. the space between a wall-mounted faucet and the sink rim). It must be at least twice the diameter of the water supply outlet, and at least one inch.
- Commercial property owners should develop a plan for flushing or cleaning water systems to minimize the risk of drawing contaminants into uncontaminated areas.

Home Water Treatment

Most Minnesotans, whether they drink from a public water supply or a private well, have drinking water that does not need treatment for health protection. Water treatment units are best for improving the physical qualities of water—the taste, color, or odor.

No single treatment process can remove all substances in water. If you decide to install a home water treatment unit, choose a unit certified and labeled to reduce or remove the substance of concern. If there is more than one substance you want to remove from your water, you may need to combine several treatment processes into one system.

Even well-designed treatments systems can fail. You should continue to test your drinking water after you install a treatment unit. All home water treatment units need regular maintenance to work correctly. Regular maintenance may include changing filters, disinfecting the unit, or cleaning scale buildup. Always install, clean, and maintain a treatment unit according to the manufacturer's recommendations.

Learn more at [Home Water Treatment](http://www.health.state.mn.us/divs/eh/water/factsheet/com/pou.html)

(<http://www.health.state.mn.us/divs/eh/water/factsheet/com/pou.html>).

The Pros and Cons of Home Water Softening

Water softeners are a water treatment device. They remove water hardness (dissolved calcium and magnesium). The decision to soften your water is a personal choice that can affect your home and the environment. It is important to understand your home's water quality. This will help you decide if a home water softener is necessary and choose the best treatment device(s). Water softeners must be installed and maintained properly to be safe and effective.

The advantages of home water softening include:

- Prevents build-up of minerals (scale) on the inside of pipes, fixtures, and hot water heaters.
- Lengthens the life of some appliances.
- Reduces or prevents mineral spots on glassware.
- Prevents or reduces soap films and detergent curds in sinks, bathtubs, and washing machines.

The disadvantages of home water softening include:

- Can corrode your pipes. The corroded metal from the pipes can end up in your water.
- Potential health implications from additional sodium from water softening.
- Regular testing of the water and maintenance of the softener is necessary to make sure the softener is working properly.
- Negative impacts to the environment from salt use.
- Water waste: 5% of the water that goes through a softener is not usable.

Beware of Water Treatment Scams

False claims, deceptive sales pitches, or scare tactics have been used by some water treatment companies. Every person has a right to decide what is best for themselves and their family, and you may choose to install additional water treatment to further lower the levels of contaminants of emerging concern, chlorine, and other chemicals in your water. However, you should be cautious about purchasing a water treatment system. If you are considering the purchase of a home water treatment system, please read the Minnesota Department of Health's recommendations online at [Warning: Beware of Water Treatment Scams](http://www.health.state.mn.us/divs/eh/water/factsheet/com/beware.html) (<http://www.health.state.mn.us/divs/eh/water/factsheet/com/beware.html>).

COUNCIL LETTER 052118-IVC2

PARKS & RECREATION

SUMMER WORKERS

DATE: May 17, 2018

FROM: Tim Satrang
Director of Public Works

Craig J. Wainio
City Administrator

Additional Coaches:

Cody Ellis	Jill Ellis
Corey Johnson	Josh Inmon
Justin Inmon	Lisa Stevens
Katie Hunter	

Additional Umpire:

Zach Lindseth



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

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

May 17, 2018

Via email

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

Re: Iron Range Tykes Learning Center Site Development
City of Mountain Iron
Project No. ITLC18-01

Dear Mr. Wainio,

Bids were received for the Iron Range Tykes Learning Center project at 10:00 AM on May 17, 2018. A total of three (3) bids were received, and the low bid was submitted by Mesabi Bituminous of Gilbert, Minnesota. A tabulation of bids is attached for your review.

If the City of Mountain Iron intends to award this project at its May 21, 2018 City Council meeting, based upon our review of the bid information, it is recommended that you award the base bid to Mesabi Bituminous in the amount of **\$344,059.00** contingent upon the Contractor's acceptance of Change Order #1 (attached).

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

Sincerely,
Benchmark Engineering, Inc.

A handwritten signature in cursive script that reads "Jeremy Schwarze".

Jeremy D Schwarze, P.E.
Project Engineer

CC:
Shawntel Gruba, owner
Chris Ismil
Mesabi Bituminous



BID TABULATION
Iron Range Tykes Learning Center Site Development
City of Mountain Iron
Project #: IRLC18-01

Date: May 17, 2018

BASE BID			Mesabi Bhuminous		Casper Construction		KGM Contractors	
BID ITEM	ITEM	UNITS	ESTIMATED QUANTITIES	UNIT COST	TOTAL AMOUNT	UNIT COST	TOTAL AMOUNT	TOTAL AMOUNT
2021.501	MOBILIZATION	LUMP SUM	1.0	\$ 13,300.00	\$ 13,300.00	\$ 23,500.00	\$ 23,500.00	\$ 30,000.00
2101.511	CLEARING AND GRUBBING	LUMP SUM	1.0	\$ 6,500.00	\$ 6,500.00	\$ 8,500.00	\$ 8,500.00	\$ 6,500.00
2104.501	REMOVE CURB & GUTTER	LIN. FT.	82.0	\$ 5.00	\$ 410.00	\$ 3.75	\$ 307.50	\$ 492.00
2104.513	SAWCUT BIT PAVEMENT (FULL DEPTH)	LIN. FT.	82.0	\$ 5.00	\$ 410.00	\$ 2.50	\$ 205.00	\$ 330.00
2105.501	COMMON EXCAVATION	CU. YD.	183.00	\$ 9.00	\$ 1,647.00	\$ 12.75	\$ 2,332.50	\$ 229,000.00
2105.503	ROCK EXCAVATION	CU. YD.	1,000.0	\$ 9.00	\$ 9,000.00	\$ 1.00	\$ 1,000.00	\$ 40,000.00
2105.521	SELECT GRANULAR BORROW (CV)	CU. YD.	690.0	\$ 16.50	\$ 11,385.00	\$ 13.00	\$ 8,970.00	\$ 12,420.00
2105.525	SALVAGE TOPSOIL BORROW (IV)	CU. YD.	280.0	\$ 5.00	\$ 1,400.00	\$ 10.00	\$ 2,800.00	\$ 5,320.00
2221.503	AGGREGATE BASE (CV) CLASS 5	CU. YD.	880.0	\$ 25.00	\$ 22,000.00	\$ 33.00	\$ 29,040.00	\$ 22,000.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2.8)	TON	190.0	\$ 80.00	\$ 15,200.00	\$ 80.00	\$ 15,200.00	\$ 16,910.00
2360.503	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2.8)	TON	242.0	\$ 72.00	\$ 17,424.00	\$ 80.00	\$ 19,360.00	\$ 18,876.00
2501.511	18" CS PIPE CULVERT	LIN. FT.	60.0	\$ 40.00	\$ 2,400.00	\$ 36.00	\$ 2,160.00	\$ 3,600.00
2501.515	18" GS PIPE APRON	EACH	2.0	\$ 185.00	\$ 370.00	\$ 175.00	\$ 350.00	\$ 800.00
2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	1.0	\$ 315.00	\$ 315.00	\$ 375.00	\$ 375.00	\$ 325.00
2503.511	4" PVC PIPE SEWER, SDR 35	LIN. FT.	83.0	\$ 50.00	\$ 4,150.00	\$ 60.00	\$ 4,980.00	\$ 1,245.00
2503.602	CONNECT TO EXISTING SANITARY SERVICE	EACH	1.0	\$ 210.00	\$ 210.00	\$ 200.00	\$ 200.00	\$ 1,685.00
2503.602	10" X 4" PVC WYE	EACH	1.0	\$ 160.00	\$ 160.00	\$ 350.00	\$ 350.00	\$ 850.00
2503.602	TRACER WIRE ACCESS BOX	EACH	1.0	\$ 80.00	\$ 80.00	\$ 225.00	\$ 225.00	\$ 825.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	1.0	\$ 1,600.00	\$ 1,600.00	\$ 2,500.00	\$ 2,500.00	\$ 3,800.00
2504.602	6" GATE VALVE & BOX	EACH	1.0	\$ 2,250.00	\$ 2,250.00	\$ 1,850.00	\$ 1,850.00	\$ 2,100.00
2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	80.0	\$ 50.00	\$ 4,000.00	\$ 85.00	\$ 6,800.00	\$ 8,000.00
2511.501	RANDOM RIPRAP CLASS III	CU. YD.	14.0	\$ 30.00	\$ 420.00	\$ 100.00	\$ 1,400.00	\$ 1,092.00
2521.501	4" CONCRETE WALK	SQ. FT.	1370.0	\$ 5.25	\$ 7,182.50	\$ 7.25	\$ 9,972.50	\$ 13,860.00
2521.501	6" CONCRETE WALK	SQ. FT.	240.0	\$ 8.50	\$ 2,040.00	\$ 11.00	\$ 2,640.00	\$ 3,780.00
2531.604	7" CONCRETE VALLEY GUTTER	SQ. YD.	27.0	\$ 115.00	\$ 3,105.00	\$ 250.00	\$ 6,750.00	\$ 1,417.50
2545.601	OUTDOOR ELECTRICAL	LUMP SUM	1.0	\$ 10,400.00	\$ 10,400.00	\$ 12,000.00	\$ 12,000.00	\$ 13,650.00
2557.501	WIRE FENCE DESIGN 60W-9322	LIN. FT.	480.0	\$ 55.00	\$ 26,400.00	\$ 52.50	\$ 25,200.00	\$ 26,520.00
2561.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 1,600.00
2571.502	SILT FENCE TYPE PA	LIN. FT.	200.0	\$ 4.00	\$ 800.00	\$ 3.85	\$ 770.00	\$ 860.00
2573.602	ROCK DITCH CHECK	EACH	13.0	\$ 50.00	\$ 650.00	\$ 200.00	\$ 2,600.00	\$ 10,400.00
2575.501	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1.0	\$ 500.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 1,500.00
2575.505	SODDING TYPE LAWN	SQ. YD.	350.0	\$ 11.00	\$ 3,850.00	\$ 10.50	\$ 3,675.00	\$ 3,500.00
2575.523	EROSION CONTROL BLANKET CAT 4P	SQ. YD.	3300.0	\$ 2.40	\$ 7,920.00	\$ 2.25	\$ 7,425.00	\$ 4,500.00
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00	\$ 4,000.00
2582.501	PAVEMENT MESSAGE (HANDICAPPED SYMBOL)	EACH	2.0	\$ 50.00	\$ 100.00	\$ 30.00	\$ 60.00	\$ 532.00
2582.502	4" SOLID LINE PAINT	LIN. FT.	520.0	\$ 1.00	\$ 520.00	\$ 0.85	\$ 442.00	\$ 832.00

Bid Security ✓
Responsible Contractor Forms ✓
Addendums 1 & 2 ✓
Base Bid \$ 344,053.00
\$ 437,184.50
\$ 503,412.10

BENCHMARK ENGINEERING, INC.

CHANGE ORDER

Order No. 1

Date: 05/17/2018

NAME OF PROJECT/PROJECT NO: Iron Range Tykes Learning Center/ITLC18-01

OWNER: Shawntel Gruba

CONTRACTOR: Mesabi Bituminous Inc.
4988 Enterprise Drive, Gilbert, MN 55741

ENGINEER: Benchmark Engineering, Inc.

Reason for Change Order:

This Change Order is to modify the contract quantities based on a revised grading plan and the elimination of the chain link fence item. The decrease in cost is due to the modification of items 2105.501 (Common Ex.) and 2557.501 (Wire Fence).

The following changes are hereby made to the CONTRACT DOCUMENTS:

The contract amount is decreased by **\$53,382.00**.

Change to CONTRACT PRICE:

Original CONTRACT PRICE	\$ <u>344,059.00</u>
Current CONTRACT PRICE adjusted by previous CHANGE ORDERS	\$ <u>0.00</u>
The CONTRACT PRICE due to this CHANGE ORDER will be <u>decreased</u> by:	\$ <u>53,382.00</u>
The new CONTRACT PRICE including this CHANGE ORDER will be:	\$ <u>290,677.00</u>

Recommended by: _____
Engineer (Authorized Signature) Date: _____

Approved by: _____
Owner (Authorized Signature) Date: _____

Accepted by: _____
Contractor (Authorized Signature) Date: _____

COUNCIL LETTER 052118-VIA

STREET COMMITTEE

RESOLUTION 15-18

DATE: May 17, 2018

FROM: Street Committee

Craig J. Wainio
City Administrator

The Street Committee has identifies the southern portion of Mountain Iron Drive as a potential 2019 construction project due to the current condition and age of the street. In order to begin the process of reviewing the current conditions and right-of-way issues, the City Council needs to authorize a feasibility study for the potential project. Resolution Number 15-18 authorizes Benchmark Engineering to perform the feasibility study. The Street Committee recommends the City Council adopt Resolution Number 15-08 Ordering Preparation of Report on Improvement as presented.



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 15-18

ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to improve Mountain Iron Drive between 12th Street and the Southerly Corporate Limits of the City of Mountain Iron by Road Reconstruction, Alignment and Drainage Improvements and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA that the proposed improvement be referred to Benchmark Engineer for study and that that person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

DULY ADOPTED BY THE CITY COUNCIL THIS 21st DAY OF MAY, 2018.

Mayor Gary Skalko

ATTEST:

City Administrator



THANK YOU!



Thank you for your support in making the
2018 Mesabi Family YMCA Dinner & Auction Fundraiser a success!

With your generous support we were able to raise
\$10,485!

**Funds raised from this event will help keep
YMCA programs and services affordable to all in our community.**

Jessica Skalm
Nikki Lindquist
Cheryl
Paula

Mesabi Family YMCA
8367 Unity Drive
Virginia, MN 55792
218-749-8020 | MESABIYMCA.ORG

Janeatha Hadley
Ann
Carol



May 1, 2018

City Clerk
City of Mt. Iron
8586 Enterprise Drive S
Mt. Iron, MN 55768

Dear City Clerk:

Please be advised that the annual hearing on unmined iron ore assessments for the year 2018 will begin at 10:00 a.m, Monday, May 21, 2018 in the U. S. Bank Building, 230 1st Street S, Suite 102, Virginia, Minnesota.

Detailed information is enclosed on the 2018 tentative valuations in your taxing district, which will be considered at the hearing.

Sincerely,

A handwritten signature in blue ink that reads 'Robert A. Wagstrom'.

Robert A Wagstrom
Engineering Specialist Sr.

Enclosure

Operating Company and Fee Owner	Name of Property	Description			Assessment Jan 2, 2017 as Equalized by Commissioner of Revenue				Tonnage Changes:	Last Report	Assessment Jan 2, 2018 as Equalized by Commissioner of Revenue				Value Change
		Subd.	S-T-R	S.D.	Tons	Class	Market Rate ¢/Ton	Market Value Unmined Ore	M = Mined + = Increase - = Decrease		Tons	Class	Market Rate ¢/Ton	Market Value Unmined Ore	
USS Corporation, Fee	Mt. Iron Mine 175-70-403														
		SE-NW	3-58-18	712	16,513	UGC	1.8	300		1963	16,513	UGC	1.8	300	
Tax Foreit (11/1991)	Brunt Mine 175-70-1190									1968		154,012 Tons UGC			
	175-70-1200	NW-NE	10-58-18	712		112,983 Tons UGHM				1967		112,983 Tons UGHM			
						6,445 Tons OPC						6,445 Tons OPC			
						212,325 Tons OPHM						212,325 Tons OPHM			
	175-70-1210	SW-NE	10-58-18	712		19,388 Tons UGC				1967		19,388 Tons UGC			
						270,308 Tons UGC						270,308 Tons UGC			
						899,815 Tons UGHM						899,815 Tons UGHM			
	175-70-1300	NW-SE	10-58-18	712		49,680 Tons UGHM				1967		49,680 Tons UGHM			
						(Tax Exempt)						(Tax Exempt)			
Tax Forfeit (11/1990)	Iroquois Mine 175-70-1240									1962		84,467 Tons OPHM			
						(Tax Exempt)						(Tax Exempt)			
		TOTALS			16,513			300	0		16,513			300	0

Row 4.20-18