



# **MOUNTAIN IRON CITY COUNCIL MEETING**

**MONDAY, AUGUST 6, 2018**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER  
MOUNTAIN IRON ROOM**

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

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the July 16, 2018, Regular Meeting (#1-6)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications
- III. Public Forum
- IV. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
    - 1. Energy Assistance Agreement (#7-9)
  - C. Director of Public Works Report
  - D. Library Director/Special Events Coordinator's Report
  - E. Sheriff's Department Report
  - F. City Engineer's Report
    - 1. Change Order Number 1 – Woodland Estates (#10-11)
    - 2. Final Pay Request – Woodland Estates (#12-13)
    - 3. Pay Request Number 5 – Nichols Pond (#14-16)
    - 4. Pay Request Number 1 – Iron Tykes (#17-19)
  - G. Public Health and Safety Board
    - 1. Air Pack Inspection Policy (#20-21)
  - H. Personnel Committee
    - 1. Acceptance of Resignation (#22)
    - 2. Maintenance Position Posting (#23-25)
    - 3. Position Analysis (#26-27)
    - 4. Library Aide Posting (#28-30)
    - 5. Authorization to Advertise (#31-33)
  - I. Liaison Reports
- V. Unfinished Business
- VI. New Business
  - A. Ordinance Number 02-18 Amending Zoning Map (#34)
  - B. Ordinance Number 03-18 Amending Chapter 154 of the City Code (#35-37)
  - C. Resolution Number 20-18 Approving Emergency Operations Plan (#38-39)
  - D. Resolution Number 21-18 Accepting Feasibility Report (#40-51)
  - E. Approval of Plans and Specifications and Authorization to Seek Bids (#52-55)
  - F. Authorization to Serve Liquor at the Community Center (#56-57)
- VII. Communications (#58-59)
- VIII. Announcements
- IX. Adjourn

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
July 16, 2018

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

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

1. Approve the minutes of the July 2, 2018, regular meeting as submitted.
2. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
3. To acknowledge the receipts for the period July 1-15, totaling \$988,690.16 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period July 1-15, totaling \$605,528.55 (a list is attached and made a part of these minutes).

The motion carried on roll call vote with Councilor Prebeg absent.

**Public Forum:**

- Ed Roskoski spoke regarding the mural which was recently installed at the Mountain Iron Senior Center, which was purchased by the first graduating class of Mountain Iron in 1915
  - Discussed why there was such a gap between the first discovery of Iron Ore, formation of the town and the first graduating class
- Director of Public Works, Tim Satrang informed that the mural which was given to the City of Mountain Iron was previously displayed in the old Mountain Iron-Buhl High School on the north side of the Main hall at the school, taken down during the 2000's renovation of the High School

The Mayor reported on the following:

- Condolences to the family and friends of Jack Zollar
- Happy Birthday to William "Billy" Riccio, turning 99 years on July 18<sup>th</sup>
- Happy Birthday to Elma Riccio, turning 93 years on July 30<sup>th</sup>
- Met with US Steel, plans are to demolish eight homes, currently boarded/closed up, within the Parkville area by October 1<sup>st</sup>
- Congratulations to the 6<sup>th</sup> & 8<sup>th</sup> Grade Girls Basketball team at the Pacesetter Minnesota Youth Basketball State Championship
- Congratulations on a job well done to the 7<sup>th</sup> & 8<sup>th</sup> Grade Boys Basketball team at the Great Five-State Championship

Walker, Giroux, and Hahne, LLC. Representative, Tom Kelly discussed the City of Mountain Iron's 2017 Audit and recommendations for the City.

City Administrator:

- Iron Range Tykes Learning center, moving forward with footings and foundation work
- Great job to the Mountain Iron-Buhl 7<sup>th</sup> & 8<sup>th</sup> Grade Boys Basketball, won State Tournament, won one game but lost two at the Great Five-State Championship, held July 15<sup>th</sup> in Minneapolis, overall had a great year

It was moved by Skogman and seconded by Tuomela that the Council appoint the following to serve as an election judge for the August 14, 2018, Primary Election and the November 6, 2018, General Election:

Precinct #2–City Hall, Iroquois Room

Sylvia Chad

And further, authorize them to be paid \$10.00 per hour for training, absentee processing (if needed), and election hours; as well as provide one hot meal to the election judges on election days. The motion carried with Councilor Prebeg absent.

Director of Public Works:

- Electric wire purchased will replace the wire around the Perkins and Walmart area and be a voltage upgrade
- Ditching crew out and about on gravel roads
- Crews out readjusting manhole covers

It was moved by Stanaway and seconded by Skogman to approve the quote from Border States, for the purchase of 3- 2750 foot rolls of Electric wire for the low price of \$16,454.13. The motion carried on roll call vote with Councilor Prebeg absent.

It was moved by Skogman and seconded by Stanaway to accept the recommendation from the Merritt Days Committee and block Main Street from Marble Avenue to Mesabi Avenue and extend Mountain Avenue blocking north to Locomotive Street, beginning at 7:00am on Friday, August 10<sup>th</sup> to the morning of Sunday, August 12<sup>th</sup>. The motion carried with Councilor Prebeg absent.

Sherriff's Department:

- No formal report

City Attorney:

- No formal report

It was moved by Stanaway and seconded by Skogman to accept the recommendation of the Personal Committee and transfer Mr. Scott Novak from the position of Maintenance, Job Class 16, to the position of Journeyman Lineman, Job Class 22, effective immediately. The motion carried with Councilor Prebeg absent.

It was moved by Stanaway and seconded by Skogman to approve the 1 day Temporary On-Sale Liquor License for Sundberg Enterprise, LLC, dba: Sawmill Saloon and Restaurant to sell during the City of Mountain Iron's Merritt Days celebration on August 11, 2018. The motion carried with Councilor Prebeg absent.

At 7:14 p.m., it was moved by Skalko and seconded by Skogman that the meeting be adjourned. The motion carried.

Submitted by:

A handwritten signature in black ink, appearing to read "Amanda Inmon". The signature is stylized with a large, looped initial "A" and a cursive "Inmon".

Amanda Inmon  
Municipal Services Secretary  
[www.mtniron.com](http://www.mtniron.com)

Communications:

1. St. Louis County Environmental Services Department offering a "Business Hazardous Waste Collection, Very Small Quantity Generator," at the Virginia Regional Landfill (HHW Building) on August 15, 2018 from 9:00am to 3:00pm. For an appointment call B-CLEAN at least one week in advance at (218) 741-8831
2. "Miriam Kailanen" Baseball Field Dedication, Thursday, July 26, 2018 at 6:00pm at the West Two Rivers Campground.

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	700.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	775.00
BUILDING RENTALS	NICHOLS HALL	101-36-6200-089	25.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	81.83
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	3,317.79
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	101-20803	89.10
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	225.01
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	604-37-4100-000	32.50
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	603-34-4400-003	544.00
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	601-36-1001-000	100.00
FINES	ADMINISTRATIVE OFFENSE	101-35-5100-002	50.00
LEASES	LEASES	101-37-7100-022	20.00
METER DEPOSITS	ELECTRIC	604-22000	650.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	10.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	853.50
MISCELLANEOUS	FAX CHARGES	101-36-6200-081	1.25
MISCELLANEOUS	FIRE DEPT-MISC INCOME	101-36-6200-087	42.00
MISCELLANEOUS	LIBRARY-COPIES, FINES, MISC.	101-36-6200-092	35.98
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	7.45
MISCELLANEOUS	SPEC. EVENT-FUNDS NOT USED-CR	101-45-1202-700	850.00
PERMITS	BUILDING	101-32-2100-000	11,866.44
PERMITS	VENDOR	101-32-2100-000	150.00
TAXES	BOND LEVY	101-31-1010-003	195,800.42
TAXES	DUE TO MOUNTAIN IRON EDA	101-20802	23,098.42
TAXES	MISCELLANEOUS TAXES	101-31-1010-007	15,582.80
TAXES	PENALTIES & INTEREST	101-37-7100-023	196.80
TAXES	PENALTIES & INTEREST-378 FUND	378-36-1020-000	211.35
TAXES	SPEC ASSESS-FUND 378-DELINQUEN	378-36-1000-000	765.12
TAXES	SPEC. ASSMTS-378 FUND-CURRENT	378-12100	23,570.00
TAXES	SPEC. ASSMTS-ENERGY IMPROVEME	101-36-1000-000	1,473.64
TAXES	TAX LEVY	101-31-1010-000	552,408.61
TAXES	TAXES RECEIVABLE-DELINQUENT	101-10700	4,431.86
TAXES	TIF #14 INCREMENT COLLECTED	102-31-1010-014	35,416.56
TAXES	TIF #15 INCREMENT COLLECTED	102-31-1010-015	7,917.18
UTILITY	UTILITY	001-11105	116,649.87
Grand Totals:			988,690.16

## Report Criteria:

Report type: Summary

Check Type = {&lt;=&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/18	07/16/2018	151891	130011	UNITED STATES POSTAL SERVICE	601-20200	425.60
07/18	07/17/2018	151892	40014	DUNHAM'S SPORTS	101-20200	1,250.00
07/18	07/17/2018	151893	10056	A T & T MOBILITY	604-20200	1,672.57
07/18	07/17/2018	151894	10070	A-1 RENTAL SERVICES INC	101-20200	810.00
07/18	07/17/2018	151895	743	ADVANCED MINNESOTA	101-20200	800.00
07/18	07/17/2018	151896	1052	ASHLEY LEHMAN	604-20200	177.23
07/18	07/17/2018	151897	30054	BAKER TILLY VIRCHOW KRAUSE LLP	602-20200	4,890.00
07/18	07/17/2018	151898	20022	BENCHMARK ENGINEERING INC	601-20200	18,450.25
07/18	07/17/2018	151899	30055	BTAC ACQUISITION CORP.	101-20200	686.64
07/18	07/17/2018	151900	30084	CARDMEMBER SERVICE	603-20200	7,501.10
07/18	07/17/2018	151901	1057	CASEY MYHRE	604-20200	135.35
07/18	07/17/2018	151902	130173	CASH	101-20200	25.00
07/18	07/17/2018	151903	130148	CASH	101-20200	900.00
07/18	07/17/2018	151904	130147	CASH	101-20200	25.00
07/18	07/17/2018	151905	130148	CASH	101-20200	25.00
07/18	07/17/2018	151906	130149	CASH	101-20200	25.00
07/18	07/17/2018	151907	130150	CASH	101-20200	100.00
07/18	07/17/2018	151908	170001	CENTURY LINK	101-20200	130.13
07/18	07/17/2018	151909	1246	CHAD BURWELL	101-20200	66.23
07/18	07/17/2018	151910	8001	CHRISTOPHER HANSON	101-20200	450.00
07/18	07/17/2018	151911	30082	CITY OF EVELETH	101-20200	334.80
07/18	07/17/2018	151912	220003	CITY OF VIRGINIA	101-20200	46.87
07/18	07/17/2018	151913	1249	CLARENCE PELKAY	101-20200	66.23
07/18	07/17/2018	151914	30072	COMPUTER WORLD	301-20200	3,329.93
07/18	07/17/2018	151915	1901024	CTC	101-20200	563.80
07/18	07/17/2018	151916	40062	DIVA'S PERFORMANCE	101-20200	450.00
07/18	07/17/2018	151917	50055	EMBARASS TWNSHP LITTLE LEAGUE	101-20200	85.00
07/18	07/17/2018	151918	50049	ESSENTIA HEALTH	101-20200	30.00
07/18	07/17/2018	151919	50057	EVELETH-GILBERT IGA FIELDS	101-20200	85.00
07/18	07/17/2018	151920	60006	FISHER PRINTING COMPANY	101-20200	1,270.00
07/18	07/17/2018	151921	60061	FLAGSHIP RECREATION LLC	101-20200	903.00
07/18	07/17/2018	151922	70016	GOPHER STATE ONE CALL INC	604-20200	64.80
07/18	07/17/2018	151923	80032	HARTIKKA, TERRY	101-20200	1,550.00
07/18	07/17/2018	151924	80022	HAWKINS INC	601-20200	1,034.63
07/18	07/17/2018	151925	80024	HELIENE USA INC.	301-20200	2,050.00
07/18	07/17/2018	151926	80001	HILLYARD/HUTCHINSON	101-20200	143.15
07/18	07/17/2018	151927	80037	HOMETOWN MEDIA PARTNERS	101-20200	596.50
07/18	07/17/2018	151928	1056	ISAAC HAUGEN	604-20200	135.35
07/18	07/17/2018	151929	30096	JAMES HIPPLE	101-20200	60.00
07/18	07/17/2018	151930	200059	JEFFREY CIELOCHA	101-20200	20.00
07/18	07/17/2018	151931	1055	JESSICA ST. MARIE	604-20200	135.87
07/18	07/17/2018	151932	100023	JJL GROUNDS MAINTENANCE	101-20200	360.00
07/18	07/17/2018	151933	30086	JULIE NYMAN	101-20200	20.00
07/18	07/17/2018	151934	30095	JUSTIN BLAZEWICZ	101-20200	40.00
07/18	07/17/2018	151935	277	KATHLEEN NISKA	601-20200	396.07
07/18	07/17/2018	151936	140065	KEITH NYMAN	101-20200	100.00
07/18	07/17/2018	151937	200055	KYLE TOMCZYK	101-20200	250.00
07/18	07/17/2018	151938	120006	L & M SUPPLY	101-20200	3,891.27
07/18	07/17/2018	151939	130004	MESABI DAILY NEWS	101-20200	1,011.50
07/18	07/17/2018	151940	110035	MIDWEST COMMUNICATIONS	101-20200	580.00
07/18	07/17/2018	151941	140026	MINNESOTA ENERGY RESOURCES	602-20200	607.16
07/18	07/17/2018	151942	130009	MINNESOTA POWER (ALLETE INC)	604-20200	90,603.41
07/18	07/17/2018	151943	130075	MN DEPT OF LABOR AND INDUSTRY	604-20200	100.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/18	07/17/2018	151944	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	14,991.31
07/18	07/17/2018	151945	1901042	M-R SIGN CO., INC.	101-20200	1,016.06
07/18	07/17/2018	151946	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	95,659.00
07/18	07/17/2018	151947	140016	NORTHLAND SECURITIES	102-20200	2,100.00
07/18	07/17/2018	151948	150023	OSI ENVIRONMENTAL INC	604-20200	2,055.00
07/18	07/17/2018	151949	150022	OTIS-MAGIE INS, AGENCY INC	101-20200	204.00
07/18	07/17/2018	151950	160066	PACE ANALYTICAL SERVICES	602-20200	304.00
07/18	07/17/2018	151951	160038	PITNEY BOWES GLOBAL FINANCIAL	602-20200	254.97
07/18	07/17/2018	151952	170007	QUILL CORPORATION	101-20200	331.03
07/18	07/17/2018	151953	180004	RANGE COOPERATIVES	101-20200	45.00
07/18	07/17/2018	151954	1248	RONALD AUGUSTSON	101-20200	33.11
07/18	07/17/2018	151955	1054	ROY & MARLENE KOSKI	604-20200	121.34
07/18	07/17/2018	151956	1247	SAMANTHA COLAI	101-20200	88.30
07/18	07/17/2018	151957	190045	SERVICE SOLUTIONS	101-20200	23.00
07/18	07/17/2018	151958	1053	SHARDE JACKSON	604-20200	122.25
07/18	07/17/2018	151959	190023	SHORT ELLIOTT HENDRICKSON, INC	301-20200	18,062.76
07/18	07/17/2018	151960	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
07/18	07/17/2018	151961	200058	STEPHANIE CIELOCHA	101-20200	60.00
07/18	07/17/2018	151962	535	STEPHANIE HOLCOMB	101-20200	66.23
07/18	07/17/2018	151963	190061	SULLIVAN CANDY & SUPPLY	101-20200	65.25
07/18	07/17/2018	151964	190012	SUMMIT COMPANIES	101-20200	185.00
07/18	07/17/2018	151965	1900012	SUPERIOR CAPITAL HOLDINGS, INC	301-20200	5,705.00
07/18	07/17/2018	151966	200020	THE TRENTI LAW FIRM	101-20200	2,356.02
07/18	07/17/2018	151967	737	THUNDER FASTPITCH	101-20200	225.00
07/18	07/17/2018	151968	180002	TIERNEY BROTHERS, INC.	301-20200	79,204.33
07/18	07/17/2018	151969	180001	TL CONSTRUCTION, INC.	301-20200	46,930.00
07/18	07/17/2018	151970	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	52,722.15
07/18	07/17/2018	151971	220020	VISA OR AMERICAN BANK CC PMT	101-20200	1,630.34
07/18	07/17/2018	151972	8008	VITAMIN BROWN BAND	101-20200	800.00
07/18	07/17/2018	151973	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	7,186.64
07/18	07/17/2018	151974	240001	XEROX CORPORATION	101-20200	936.86
07/18	07/17/2018	151975	823	YELLOW JOURNALISM SUBMARINE	101-20200	450.00
07/18	07/18/2018	151976	623	ANN MARKLEY	101-20200	200.00
07/18	07/18/2018	151977	625	GERRI ERICKSON	101-20200	200.00
07/18	07/18/2018	151978	622	LAURA ROSIER	101-20200	100.00
07/18	07/18/2018	151979	112	MICHELLE CLAVITER-TVEIT	101-20200	100.00
07/18	07/18/2018	151980	624	TAMMY KINGSTON	101-20200	200.00

Grand Totals:

526,693.39

PP-ENDING 07/13  
P&Z SURCHARGE FEE-2ND QTR77,463.36  
1,371.80**TOTAL EXPENDITURES****\$605,528.55**





**Arrowhead Economic Opportunity Agency**  
702 THIRD AVE SOUTH  
VIRGINIA, MN 55792  
Phone: (218) 735-6839 Toll Free: (844) 568-0149  
FAX: (612) 465-5869  
[www.aeo.org](http://www.aeo.org)

Dear Energy Vendor:

The Energy Assistance Program (EAP) for the upcoming heating season will start October 1, 2018. Enclosed you will find a copy of the EAP FFY2019, Agreement Between Energy Vendor and Service Provider, a copy of Chapter 3 of the 2019 EAP manual entitled Energy Vendors, a Vendor Price List, and a Vendor Survey.

Please do the following:

- Read Chapter 3 – Energy Vendors
- Read the 2019 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 August 20th, 2018.

EAP 2019 applications will be mailed to all previous year (EAP 2018) 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 7352  
218-748-7352  
Fax 612-465-5869  
[Jean.pelletier@aeoa.org](mailto:Jean.pelletier@aeoa.org)

eHEAT Vendor ID #: 2252

Minnesota Energy Assistance Program FFY2019



## 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 2019 (FFY2019), October 1, 2018 through September 30, 2019.

### 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:

1. Determine customer eligibility.
2. 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.
3. 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.
4. Maintain customer authorizations for exchange of private data between the Service Provider and the energy vendor.
5. Enter account number into eHEAT in the format supplied by the energy vendor.

### III. The energy vendor will:

1. 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. §5216B.0992 .0995.
2. Supply account number format to the Service Provider.
3. Upon request, provide a written price list of normal & customary services for home energy costs including but not limited to:
  - Leak seek and pressure tests
  - Reconnection fees
  - Bleeding lines
  - Membership fees
  - Tank setting
  - Minimum delivery requirements and costs
  - Service deposits
  - Emergency fuel and after hours delivery costs
4. When possible deliver remaining EAP benefit before September 30, 2019.



5. 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.

6. Provide dwelling consumption data within 5 business days of the request in eHEAT.
7. Respond promptly to consumption requests for crisis situations.
8. Register with the State to receive EAP payments.
9. Use the warrant or EFT date as the EAP payment date.
10. Apply all EAP payments to the households account within 5 business days of receipt of payment.
11. Apply EAP payments to the household's energy costs before applying other energy payments.
12. Accept all customer payments.
13. 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.
14. Continue service, reconnect or deliver fuel to households as negotiated by the Service Provider on behalf of the household.
15. 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.
16. Accept a household application status in eHEAT of "approved" as income eligibility validation for EAP.
17. Report dangerous heating or fuel delivery situations for EAP households to the Service Provider.
18. Process and refund to the State any refunds requested by the Service Provider within 10 business days.
19. 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.
20. Notify the Service Provider or State if there is reason to believe EAP funds have been misused as described in the EAP Policy Manual.
21. Allow the Service Provider or State access to fiscal records of EAP transactions for audit purposes for period of three (3) years after payment.
22. Complete and return the *Vendor Monitoring Report* and the *EAP Leveraging Report*, when requested.
23. 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
24. Implement and maintain eHEAT database security policies by:
  - Limiting access to authorized personnel only
  - Ensuring each user is assigned a unique user ID
  - Disabling users immediately upon termination of their role in the service delivery of EAP
  - Ensuring email addresses associated with each user ID are current
  - 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

(\_\_\_\_\_)\_\_\_\_\_  
24

hour number to address after hours emergencies

\_\_\_\_\_  
E-mail address

##### EAP Service Provider:

##### Authorized Service Provider Representative:

Jean Pelletier

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

##### Energy Assistance Coordinator:

Jean Pelletier

( 218 ) 748-7352

( 612 ) 465-5869

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

( 844 ) 568-0149

\_\_\_\_\_  
eap.document@aeoa.org or jean.pelletier@aeoa.org

24 hour emergency number

\_\_\_\_\_  
E-mail address



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

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Mt. Iron, MN 55768-0261  
tel: 218-735-8914 • fax: 218-735-8923  
email: info@bm-eng.com

July 31, 2018

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

Re: Woodland Estates Residential Development Phase 1  
City of Mountain Iron  
Project No.: MEDA15-02

Dear Mr. Wainio;

Enclosed please find Final Pay Request No. 8 for Woodland Estates Residential Development Phase 1 project in the amount of **\$34,733.07**, for approval at your next scheduled City Council meeting. This releases all of the retainage for this project.

Also, enclosed, please find Final Change Order No. 1. Change Order No. 1 reduces the contract amount the actual amount of work performed. This Change Order decreases the Contact Amount by **\$56,469.98**. Please approve Change Order No. 1 first, and then consider the final payment request. Please refer to the enclosed pay request breakdown for a summary of items completed. Also enclosed are the contractor's IC-134 form for your review.

Please refer to the enclosed pay request breakdown for a summary of items completed.

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

Sincerely,  
Benchmark Engineering, Inc.



Alan J. Johnson, P.E.  
Project Engineer  
Enclosure

Pc: Mr. Matt Jamnick, Mesabi Bituminous, Inc.

## CHANGE ORDER

Order No. 1

Date: 6/13/2018

NAME OF PROJECT/PROJECT NO: Woodland Estates Residential Development Phase 1/MEDA15-02

OWNER: City of Mountain Iron

CONTRACTOR: Mesabi bituminous  
P.O. Box 728, Gilbert, MN 55741

ENGINEER: Benchmark Engineering, Inc.

### Reason for Change Order:

This Change Order is to compensate the Contractor for work actually completed. The most significant change was the deletion of the bituminous bike trail and 1" of bituminous pavement on the roadway due to Geotechnical Engineer's section recommendation.

### The following changes are hereby made to the CONTRACT DOCUMENTS:

The contract amount is decreased by **\$56,469.98**

### Change to CONTRACT PRICE:

Original CONTRACT PRICE \$ 723,876.75

Current CONTRACT PRICE adjusted by previous CHANGE ORDERS \$ 723,876.75

The CONTRACT PRICE due to this CHANGE ORDER will be decreased by: \$ 56,469.98

The new CONTRACT PRICE including this CHANGE ORDER will be: \$ 667,407.77

Recommended by:   
Engineer (Authorized Signature)

7-18-18  
Date:

Approved by: \_\_\_\_\_  
Owner (Authorized Signature)

Date: 7-18-18  
Date:

Accepted by:   
Contractor (Authorized Signature)

**RECOMMENDATION OF PAYMENT**No. 8

FD

Owner's Project No.: \_\_\_\_\_

Engineer's Project No.: MEDA15-02Project: Woodland Estates Residential Development Phase 1CONTRACTOR: Mesabi Bituminous, Inc., P.O. Box 728, Gilbert, MN 55741For Period Ending: June 13, 2018

To: City of Mountain Iron  
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The application meets the requirements of the Contract Documents for the payment or work completed as of the date of this Application.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

BENCHMARK ENGINEERING, INC.Dated June 13, 2018By **STATEMENT OF WORK**

Original Contract Price	\$ <u>723,876.75</u>	Work & Materials to Date	\$ <u>667,407.77</u>
Net Change Orders	\$ <u>-56,469.98</u>	Amount Retained (5%)	\$ <u>0.00</u>
Current Contract Price	\$ <u>667,407.77</u>	Subtotal	\$ <u>667,407.77</u>
		Previous Payments	\$ <u>632,674.70</u>
		Amount Due this Payment	\$ <u>34,733.07</u>



Pay Request No. 8  
WOODLAND ESTATES RESIDENTIAL DEVELOPMENT PHASE 1  
CITY OF MOUNTAIN IRON, MINNESOTA  
PROJECT NO: MEDA13-02

DATE: 6/13/2018

				CONTRACTOR: MESABI BITUMINOUS, INC.				
SPEC. NO.	ITEM	UNITS	EST. QUANTS	UNIT COST	QUANTITY THIS PERIOD	QUANTITY LAST PERIOD	QUANTITY TO DATE	TOTAL AMOUNT
2021.5	MOBILIZATION	LUMP SUM	1.0	\$57,500.00			1.00	\$57,500.00
2101.511	GRUBBING	LUMP SUM	1.0	\$8,400.00			1.00	\$8,400.00
2104.5	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	215.0	\$3.00			33.33	\$99.99
2104.5	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LIN. FT.	300.0	\$2.50			60.00	\$150.00
2105.5	COMMON EXCAVATION	CU. YD.	8606.0	\$7.80			5668.00	\$44,753.50
2105.5	ROCK EXCAVATION	CU. YD.	150.0	\$30.00			0.00	\$0.00
2105.5	GRANULAR BORROW (CV)	CU. YD.	1250.0	\$10.75			0.00	\$0.00
2105.5	SELECT GRANULAR BORROW (CV)	CU. YD.	1829.0	\$10.75			1863.00	\$20,027.25
2105.5	TOPSOIL BORROW (LV)	CU. YD.	1835.0	\$9.00			1835.00	\$14,715.00
2105.6	GEOTEXTILE FABRIC TYPE V	SQ. YD.	5486.0	\$1.25			5536.00	\$6,920.00
2211.5	AGG. BASE CL. 5 (CV)	CU. YD.	1381.0	\$18.00			1390.00	\$25,020.00
2360.5	TYPE 9.5 WEARING COURSE MIXTURE (2,B)	TON	760.0	\$55.00			466.80	\$25,674.00
2360.5	TYPE 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	485.0	\$52.00			582.90	\$30,910.80
2360.5	TYPE 12.5 NON WEARING COURSE MIXTURE (2,B) TRAIL	TON	101.0	\$80.00			0.00	\$0.00
2451.5	COURSE AGG. FILTER ROCK (CV)	CU. YD.	100.0	\$25.00			0.00	\$0.00
2501.5	12" RC PIPE APRON	EACH	3.0	\$500.00			5.00	\$2,500.00
2501.5	15" RC PIPE APRON	EACH	2.0	\$525.00			2.00	\$1,050.00
2501.5	18" RC PIPE APRON	EACH	1.0	\$700.00			1.00	\$700.00
2502.5	4" PRECAST CONCRETE HEADWALL	EACH	2.0	\$200.00			0.00	\$0.00
2502.5	4" PERFORATED P.E. PIPE DRAIN	LIN. FT.	2717.0	\$5.50			2717.00	\$14,943.50
2503.5	4" PVC PIPE SEWER (LOT SERVICE) SDR, 35	LIN. FT.	442.0	\$30.00			457.00	\$13,710.00
2503.5	8" PVC PIPE SEWER SDR, 35	LIN. FT.	1490.0	\$38.00			1299.89	\$50,687.91
2503.5	12" RC PIPE SEWER DES. 3006	LIN. FT.	287.0	\$40.00			331.00	\$13,240.00
2503.5	15" RC PIPE SEWER DES. 3006	LIN. FT.	273.0	\$43.00			294.00	\$12,642.00
2503.5	18" RC PIPE SEWER DES. 3006	LIN. FT.	10.0	\$80.00			10.00	\$800.00
2503.6	8" x 4" PVC WYE	EACH	15.0	\$100.00			16.00	\$1,600.00
2503.6	CONNECT TO EXISTING MANHOLES (SAN.)	EACH	1.0	\$500.00			1.00	\$500.00
2503.6	4" HDPE FORCEMAIN - SDR 17	LIN. FT.	595.0	\$25.00			595.00	\$14,875.00
2503.6	TRACER WIRE ACCESS BOX	EACH	15.0	\$50.00			17.00	\$850.00
2503.6	DIRECTIONALLY DRILL 8" HDPE SEWER- SDR 17	LIN. FT.	70.9	\$172.00			80.00	\$13,480.00
2504.6	HYDRANT	EACH	2.0	\$4,000.00			3.00	\$12,000.00
2504.6	6" GATE VALVE & BOX	EACH	2.0	\$1,700.00			3.00	\$5,100.00
2504.6	6" GATE VALVE & BOX	EACH	4.0	\$2,000.00			4.00	\$8,000.00
2504.6	75" CORPORATION STOP	EACH	15.0	\$200.00			15.00	\$3,000.00
2504.6	75" CURB STOP & BOX	EACH	15.0	\$250.00			15.00	\$3,750.00
2504.6	75" TYPE K COPPER PIPE	LIN. FT.	482.0	\$25.00			482.00	\$12,050.00
2504.6	CONNECT TO EXISTING WATERMAIN	EACH	1.0	\$1,000.00			1.00	\$1,000.00
2504.6	6" WATER MAIN DI CL. 52	LIN. FT.	28.0	\$50.00			10.00	\$500.00
2504.6	8" HDPE WATERMAIN	LIN. FT.	1327.0	\$29.00			1341.83	\$39,913.07
2504.6	6" HDPE MECHANICAL JOINT ADAPTER	EACH	18.0	\$180.00			16.00	\$2,540.00
2504.6	DUCTILE IRON FITTINGS	POUND	1640.0	\$4.00			240.00	\$960.00
2504.6	4" POLYSTYRENE INSULATION	SQ. YD.	100.0	\$30.00			10.80	\$324.00
2506.5	CONST. DRAINAGE STRUCTURE DES. G (MOD)	LIN. FT.	19.8	\$200.00			19.80	\$3,960.00
2506.5	CONST DRAINAGE STRUCTURE DES 48-4020	LIN. FT.	15.3	\$250.00			9.55	\$2,387.50
2506.5	CONST DRAINAGE STRUCTURE DES 60-4020	LIN. FT.	4.8	\$550.00			4.80	\$2,640.00
2506.5	CONST DRAINAGE STRUCTURE DES 4007	LIN. FT.	108.0	\$250.00			108.00	\$26,500.00
2506.5	CASTING ASSEMBLY	EACH	17.0	\$650.00			17.00	\$11,050.00
2506.6	AIR RELEASE MANHOLE	EACH	1.0	\$15,000.00			1.00	\$15,000.00
2506.6	CONSTRUCT LIFT STATION	EACH	1.0	\$70,000.00			1.07	\$74,970.00
2506.6	CONSTRUCT POND OUTLET STRUCTURE	EACH	1.0	\$4,000.00			1.00	\$4,000.00
2506.6	CONSTRUCT STORM WATER POND	LUMP SUM	1.0	\$6,000.00			1.00	\$6,000.00
2511.5	RANDOM RIPRAP CLASS 3	CU. YD.	26.4	\$30.00			26.40	\$792.00
2511.5	CONCRETE CURB & GUTTER, D418 (MOD)	LIN. FT.	2524.0	\$13.63			2594.00	\$35,408.10
2531.5	CONCRETE CURB & GUTTER, B618 (MOD)	LIN. FT.	70.0	\$19.00			0.00	\$0.00
2531.6	3" CONCRETE FLUME	LIN. FT.	13.0	\$63.00			7.00	\$441.00
2531.6	3' x 6' STEEL GRATE	EACH	1.0	\$850.00			0.00	\$0.00
2531.8	TRUNCATED DOMES	SQ. FT.	72.0	\$40.00			0.00	\$0.00
2563.5	TRAFFIC CONTROL	LUMP SUM	1.0	\$4,000.00			1.00	\$4,000.00
2573.5	SILT FENCE, PREASSEMBLED, INCLUDING MAINTENANCE	LIN. FT.	2350.0	\$2.75			2825.00	\$7,768.75
2573.5	STORM DRAIN INLET/OUTLET PROTECTION	EACH	5.0	\$2.60			0.00	\$0.00
2575.5	SODDING TYPY LAWN	SQ. YD.	1300.0	\$6.50			138.48	\$2,200.00
2575.6	TURF ESTABLISHMENT	LUMP SUM	1.0	\$1,300.00	1		1.00	\$1,300.00
2575.6	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1.0	\$750.00			1.00	\$750.00
2575.6	CONSTRUCT SEDIMENT BASIN	EACH	2.0	\$1,500.00			2.00	\$3,000.00
2575.5	EROSION CONTROL BLANKET, TYPE 2	SQ. YD.	2100.0	\$1.20	112		112.00	\$134.40

BASE BID: \$723,876.75

COMPLETED TO DATE: \$667,407.77

LESS RETAINAGE: \$0.00

SUBTOTAL PAY REQUEST #7: \$667,407.77

LESS PREVIOUS PAYMENTS: -\$632,674.70

TOTAL PAY REQUEST #7: \$34,733.07

BENCHMARK ENGINEERING, INC.



# BENCHMARK ENGINEERING, INC.

CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING  
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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](mailto:info@bm-eng.com)

July 31, 2018

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

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

Dear Mr. Wainio;

Enclosed please find Pay Request No. 5 for the Nichols Wastewater Pond Decommissioning project in the amount of **\$138,493.42**, for approval at your next scheduled City Council meeting. This amount includes withholding 5% retainage on work completed to date.

Please refer to the enclosed pay request breakdown for a summary of items completed.

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

Sincerely,  
Benchmark Engineering, Inc.

  
Alan J. Johnson, P.E.

Project Engineer  
Enclosure  
Pc: Andy Dammer, Veit Company



**RECOMMENDATION OF PAYMENT**No. 5

Owner's Project No.: \_\_\_\_\_

Engineer's Project No.: MI15-05Project: Reconstruction of Mountain Iron DriveCONTRACTOR: Veit Company, 1100 West Gary Street, Duluth, MN 55808For Period Ending: July 31, 2018

To: City of Mountain Iron  
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The application meets the requirements of the Contract Documents for the payment or work completed as of the date of this Application.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

BENCHMARK ENGINEERING, INC.Dated July 31, 2018By **STATEMENT OF WORK**

Original Contract Price	\$ <u>593,330.84</u>	Work & Materials to Date	\$ <u>471,087.50</u>
Net Change Orders	\$ <u>-8,601.75</u>	Amount Retained (5%)	\$ <u>23,554.38</u>
Current Contract Price	\$ <u>584,729.09</u>	Subtotal	\$ <u>447,533.12</u>
		Previous Payments	\$ <u>309,039.70</u>
		Amount Due this Payment	\$ <u>138,493.42</u>



**BENCHMARK**  
ENGINEERING, INC.

PAY REQUEST NO. 5  
CITY OF MOUNTAIN IRON, MINNESOTA  
PROJECT NO: M15-05  
NICHOLS WASTEWATER POND DECOMMISSIONING

DATE: July 31, 2018

DATE: July 31, 2018

SPEC. NO.				ITEM		UNITS	ESTIMATED QUANTS	UNIT COST	QUANTITY THIS PERIOD	QUANTITY LAST PERIOD	QUANTITY TO DATE	TOTAL AMOUNT
2021.501	MOBILIZATION					LUMP SUM	1.0	\$37,875.00			1.00	\$37,875.00
2101.511	CLEARING AND GRUBBING					LUMP SUM	1.0	\$23,245.00			1.00	\$23,245.00
2104.501	REMOVE PIPE SEWER					LIN. FT.	1710.0	\$15.70		1710.00		\$26,847.00
2104.501	REMOVE VALVES					EACH	3.0	\$217.00		1.05	3.00	\$651.00
2104.501	ABANDON PIPE IN PLACE					EACH	2.0	\$1,195.00		2.00	2.00	\$2,390.00
2104.501	ABANDON MONITORING WELLS					EACH	4.0	\$1,693.00			4.00	\$6,772.00
2104.507	REMOVE CONCRETE HEADWALL/PAD					EACH	4.0	\$1,204.00		2.00	4.00	\$4,816.00
2104.509	REMOVE MANHOLE OR CATCH BASIN					EACH	3.0	\$989.00			3.00	\$2,967.00
2104.509	REMOVE CONCRETE OUTLET STRUCTURE					EACH	1.0	\$767.00		1.00	1.00	\$767.00
2104.509	REMOVE LIFT STATION					EACH	1.0	\$2,852.00			1.00	\$2,852.00
											0.00	
2105.501	COMMON EXCAVATION					CU. YD.	10014.0	\$6.00	\$1,502.10	801.12	9012.60	\$54,075.60
2105.503	SLUDGE EXCAVATION					CU. YD.	7215.6	\$11.50	\$1,082.34	577.25	6494.04	\$74,681.46
2105.535	SALVAGE TOPSOIL					CU. YD.	4265.2	\$7.75	\$639.78	341.22	3838.68	\$29,749.77
2105.601	DEWATERING					LUMP SUM	1.0	\$17,352.00	\$0.15	0.45	0.90	\$15,616.80
2105.604	GEOTEXTILE FABRIC TYPE V					SQ. YD.	890.7	\$1.50			890.70	\$1,336.05
2105.604	GEOTEXTILE FABRIC TYPE IV					SQ. YD.	1346.2	\$1.80			0.00	\$0.00
2221.503	AGGREGATE BASE (CV), CLASS 5					CU. YD.	198.9	\$34.30			198.90	\$6,822.27
	SWAMP PADS					LIN. FT.	568.0	\$137.00	\$227.20		568.00	\$77,816.00
											0.00	
2506.601	CONSTRUCT 200'X50' CLAY LINED SUMP					EACH	2.0	\$5,250.00			1.00	\$5,250.00
2511.501	CLASS 2 FIELD STONE (SWALE CONSTRUCTION)					CU. YD.	673.1	\$34.80			0.00	\$0.00
2563.601	TRAFFIC CONTROL					LUMP SUM	1.0	\$2,822.00			1.00	\$2,822.00
2573.502	SILT FENCE, TYPE PREASSEMBLED					LIN. FT.	7500.0	\$1.20	\$750.00		7500.00	\$9,000.00
2575.502	SEED, MIXTURE EMERGENT WETLAND					ACRE	19.1	\$3,704.00	\$15.10		15.10	\$55,930.40
2575.502	SEED, MIXTURE WET MEADOW					ACRE	2.9	\$3,363.00	\$1.80		1.80	\$6,053.40
2575.502	SEED, MIXTURE DRY PRAIRIE					ACRE	10.6	\$2,565.00	\$7.50		7.50	\$19,237.50
2575.523	SEED, MIXTURE STORM WATER NORTHEAST					ACRE	0.3	\$3,850.00			0.00	\$0.00
2575.525	EROSION CONTROL BLANKET, CAT. 3					SQ. YD.	244.9	\$3.50			0.00	\$0.00
2575.555	TURF REINFORCEMENT MAT, CAT. 3					SQ. YD.	244.9	\$9.70			0.00	\$0.00
2575.555	TURF ESTABLISHMENT					LUMP SUM	1.0	\$15,959.00			0.00	\$0.00
2575.555	VEGETATIVE MAINTENANCE 2018					LUMP SUM	1.0	\$14,250.00			0.00	\$0.00
2575.555	VEGETATIVE MAINTENANCE 2019					LUMP SUM	1.0	\$14,250.00			0.00	\$0.00
ADDED	ADDITIONAL SEED COST					LUMP SUM	1.0	\$3,514.25	\$1.00		1.00	\$3,514.25

ORIGINAL CONTRACT PRICE: \$596,845.09  
CHANGE ORDER NO. 1: -\$12,116.00  
CHANGE ORDER NO. 2: \$3,514.25  
CURRENT CONTRACT PRICE: \$588,243.34  
COMPLETED TO DATE: \$471,087.50  
LESS RETAINAGE: (\$23,554.38)  
SUBTOTAL PAY REQUEST #4: \$447,533.13  
LESS PREVIOUS PAYMENTS: -\$309,039.70  
TOTAL PAY REQUEST #5: \$138,493.43

*De P. Johnson*

BENCHMARK ENGINEERING, INC.



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

July 19, 2018

Via email

Ms. Shawntel Gruba  
Iron Range Tykes Learning Center

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

Dear Mr. Wainio;

Enclosed please find Pay Request No. 1 for the Iron Range Tykes Learning Center Site Development project in the amount of **\$107,613.15**.

Please refer to the enclosed pay request breakdown for a summary of items completed.

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

Sincerely,  
**Benchmark Engineering, Inc.**

Jeremy D. Schwarze, P.E.  
Project Engineer

Enclosure

CC:  
Matt Jamnick – Mesabi Bituminous, Inc.  
Craig Wainio, City Administrator – City of Mountain Iron

**RECOMMENDATION OF PAYMENT**No. 1

Owner's Project No.: \_\_\_\_\_

Engineer's Project No.: ITLC18-01Project: Iron Range Tykes Learning Center Site DevelopmentCONTRACTOR: Mesabi Bituminous, Inc., P.O. Box 728, Gilbert, MN 55741For Period Ending: July 19, 2018

To: Shawntel Gruba  
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The application meets the requirements of the Contract Documents for the payment or work completed as of the date of this Application.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

BENCHMARK ENGINEERING, INC.Dated July 19, 2018By Jeremy Schwarze**STATEMENT OF WORK**

Original Contract Price	\$ <u>344,059.00</u>	Work & Materials to Date	\$ <u>113,277.00</u>
Net Change Orders	\$ <u>(-)53,382.00</u>	Amount Retained (5%)	\$ <u>5,663.85</u>
Current Contract Price	\$ <u>290,677.00</u>	Subtotal	\$ <u>107,613.15</u>
		Previous Payments	\$ <u>0.00</u>
		Amount Due this Payment	\$ <u>107,613.15</u>



**PAY REQUEST #1**

Iron Range Tykes Learning Center Site Development

City of Mountain Iron

Project #: ITLC18-01

Date: July 19, 2018

**BASE BID**

**Pay Request #1**

BID ITEM	ITEM	UNITS	EST. QUANTS. (CO#1)	UNIT COST	TOTAL AMOUNT	QUANTITIES TO DATE	TOTAL
2021.501	MOBILIZATION	LUMP SUM	1.0	\$ 13,300.00	\$ 13,300.00	0.5	\$ 6,650.00
2101.511	CLEARING AND GRUBBING	LUMP SUM	1.0	\$ 6,500.00	\$ 6,500.00	2.0	\$ 13,000.00
2104.501	REMOVE CURB & GUTTER	LIN. FT.	82.0	\$ 5.00	\$ 410.00		\$ -
2104.513	SAWCUT BIT PAVEMENT (FULL DEPTH)	LIN. FT.	82.0	\$ 5.00	\$ 410.00		\$ -
2105.501	COMMON EXCAVATION	CU YD.	15322.0	\$ 9.00	\$ 137,898.00	8999.0	\$ 80,991.00
2105.503	ROCK EXCAVATION	CU YD.	1000.0	\$ 9.00	\$ 9,000.00	100.0	\$ 900.00
2105.521	SELECT GRANULAR BORROW (CV)	CU YD.	690.0	\$ 16.50	\$ 11,385.00		\$ -
2105.525	SALVAGE TOPSOIL BORROW (LV)	CU YD.	280.0	\$ 5.00	\$ 1,400.00		\$ -
2221.503	AGGREGATE BASE (CV) CLASS 5	CU YD.	880.0	\$ 26.00	\$ 22,880.00	316.0	\$ 8,216.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	190.0	\$ 80.00	\$ 15,200.00		\$ -
2360.503	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2,B)	TON	242.0	\$ 72.00	\$ 17,424.00		\$ -
2501.511	18" CS PIPE CULVERT	LIN. FT.	60.0	\$ 40.00	\$ 2,400.00	60.0	\$ 2,400.00
2501.515	18" GS PIPE APRON	EACH	2.0	\$ 185.00	\$ 370.00	2.0	\$ 370.00
2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	1.0	\$ 315.00	\$ 315.00		\$ -
2503.511	4" PVC PIPE SEWER, SDR 35	LIN. FT.	83.0	\$ 50.00	\$ 4,150.00		\$ -
2503.602	CONNECT TO EXISTING SANITARY SERVICE	EACH	1.0	\$ 210.00	\$ 210.00		\$ -
2503.602	10" X 4" PVC WYE	EACH	1.0	\$ 160.00	\$ 160.00		\$ -
2503.602	TRACER WIRE ACCESS BOX	EACH	1.0	\$ 80.00	\$ 80.00		\$ -
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	1.0	\$ 1,600.00	\$ 1,600.00		\$ -
2504.602	6" GATE VALVE & BOX	EACH	1.0	\$ 2,250.00	\$ 2,250.00		\$ -
2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN. FT.	80.0	\$ 50.00	\$ 4,000.00		\$ -
2511.501	RANDOM RIPRAP CLASS III	CU YD.	14.0	\$ 30.00	\$ 420.00		\$ -
2521.501	4" CONCRETE WALK	SQ. FT.	1320.0	\$ 5.25	\$ 6,930.00		\$ -
2521.501	6" CONCRETE WALK	SQ. FT.	240.0	\$ 8.50	\$ 2,040.00		\$ -
2531.604	7" CONCRETE VALLEY GUTTER	SQ. YD.	27.0	\$ 115.00	\$ 3,105.00		\$ -
2545.601	OUTDOOR ELECTRICAL	LUMP SUM	1.0	\$ 10,400.00	\$ 10,400.00		\$ -
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	\$ 500.00	\$ 500.00	0.5	\$ 250.00
2573.502	SILT FENCE TYPE PA	LIN. FT.	200.0	\$ 4.00	\$ 800.00		\$ -
2573.602	ROCK DITCH CHECK	EACH	13.0	\$ 50.00	\$ 650.00		\$ -
2575.501	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1.0	\$ 500.00	\$ 500.00	1.0	\$ 500.00
2575.505	SODDING TYPE LAWN	SQ. YD.	350.0	\$ 11.00	\$ 3,850.00		\$ -
2575.523	EROSION CONTROL BLANKET CAT. 4P	SQ. YD.	3300.0	\$ 2.40	\$ 7,920.00		\$ -
2575.555	TURF ESTABLISHMENT	LUMP SUM	1.0	\$ 1,600.00	\$ 1,600.00		\$ -
2582.501	PAVEMENT MESSAGE (HANDICAPPED SYMBOL)	EACH	2.0	\$ 50.00	\$ 100.00		\$ -
2582.502	4" SOLID LINE PAINT	LIN. FT.	520.0	\$ 1.00	\$ 520.00		\$ -

BASE BID \$ 290,677.00

*Jimmy D. Schumacher*

BENCHMARK ENGINEERING, INC.

Completed to Date \$ 113,277.00  
 Retainage (5%) \$ 5,663.85  
 Subtotal \$ 107,613.15  
 Previous Payments \$ -  
 Pay Request #1 \$ 107,613.15

# AIR PACK INSPECTION POLICY

**Policy Number 2018-02**

**Adopted August 6, 2018**

## **I. Policy**

All active Mountain Iron firefighters, officers, captains, Assistant Fire Chief and Fire Chief will be assigned to do air pack inspections per an established list by the Fire Chief or designee. The list will be updated annually and when there are department staff changes. The Air Pack Inspection Assignment List will be posted on the wall by the main fire hall entrance. The Mountain Iron Fire Department utilizes Occupational Safety and Health Administration (OSHA) Standard 9 CFR 1910.134 for anticipatory guidance.

Personnel are responsible for knowing their inspection date(s) and air packs to be inspected. The following are components of the Air Pack Inspection:

- Assignment of Air Pack Inspection Procedure
- Air pack inspection completed by 20<sup>th</sup> of month date due
- Rapid Intervention Team (RIT) inspection
- Filling Self Contained Breathing Apparatus (SCBA)
- Bad Order Equipment Procedure
- Insure equipment is user ready
- Documentation of inspection per OSHA Standard 29 CFR 1910.134

The Mountain Iron Fire Department personnel will be required to read this policy upon approval by the City Council and any future revisions. New personnel will be required to read the policy during initial orientation training. A signed statement acknowledging reading of the policy and any revisions will be on file with the department per City of Mountain Iron record retention policy.

I hereby acknowledge that I have read and understand the Mountain Iron Fire Department Air Pack Inspection Policy written above.

\_\_\_\_\_  
Print Firefighter Name

\_\_\_\_\_  
Badge Number

\_\_\_\_\_  
Firefighter Signature

\_\_\_\_\_  
Date

and on the form, add firefighter comments to the form, and add record retention to the policy. Discussion about review by Personnel Committee.

Motion by S. Skogman and second by M. Soyering to approve the Firefighter Performance Review Policy and Procedure with Appendix A Performance Review form and Appendix B Scoring Matrix with the discussed corrections to the Personnel Committee. Motion carried. Al Stanaway will forward the policy and procedure to the Personnel Committee.

June 26, 2018 draft copy MIFD Air Pack Inspection Policy reviewed. Discussion to add language about record retention. Motion by M. Ratai and second by S. Hunter to approve the MIFD Air Pac Inspection Policy with the record retention language added. Motion carried. Al Stanaway will forward policy to the City Council for August 6<sup>th</sup> meeting.

Open Discussion:

Request for "Slow Down" signage by new day care center on Hwy. 102. Sgt. Backman will contact the St. Louis County Traffic Engineer with request.

Discussion about City of Mountain Iron Emergency Operations Plan (EOP) and Supplement that was sent by City Administrator Craig Wainio this past week for Board review. M. Ratai pointed out items that need to be corrected and will send e-mail to Craig Wainio. S. Skogman recommended adding Arrowhead EMS Critical Incident Stress Management to the plan Index and/or Supplement. Request made to have list of items that were updated. Al Stanaway and Steve Skogman have the old plan for comparison. Plans to have City Council review EOP at August 6, 2018 meeting.

Motion by S. Skogman and second by M. Ratai to adjourn the meeting at 8:03. Motion carried. Meeting adjourned.

Submitted by:

Margaret Ratai

**RICARDO R. COLDAGELLI  
7939 LONG LAKE ROAD  
EVELETH, MN 55734**

July 16, 2018

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

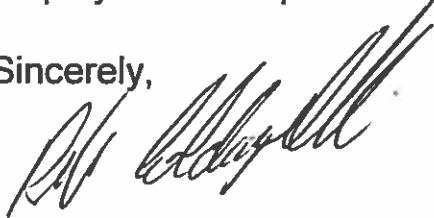
Dear Mr. Wainio,

This is my official letter of resignation to you and the City of Mountain Iron Council.

My last day of employment will be August 31, 2018.

I want to thank the City of Mountain Iron for the privilege of being an employee for the past twenty-five years.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ricardo R. Coldagelli', written over a horizontal line.

Ricardo R. Coldagelli



**COUNCIL LETTER 080618-IVH2**

**PERSONNEL COMMITTEE**

**POSITION POSTING**

**DATE:** August 2, 2018

**FROM:** Personnel Committee

Craig J. Wainio  
City Administrator

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With the retirement of Mr. Coldagelli, the Personnel Committee is recommends that the City Council authorizes the internal posting for the position of Maintenance (Mechanic) and specified in the Collective Bargaining Agreement.

**CITY OF MOUNTAIN IRON**

**INTERNAL JOB POSTING**

**MAINTENANCE (MECHANIC)**

The City of Mountain Iron has an immediate opening for the full-time position of Maintenance (Mechanic). This position reports to the Director of Public Works.

Responsibilities of this position are described in the Maintenance (Mechanic) position analysis.

The position is Job Class 16 at \$26.19 per hour.

Applications will be accepted until 4:00 p.m., August 17, 2018. Submit letter of application to Craig J. Wainio, City Administrator.

This notification is to be posted on the employee bulletin board at the City Hall, Library, Wastewater Plant and City Garage.

# **CITY OF MOUNTAIN IRON POSITION ANALYSIS**

**POSITION TITLE:** Maintenance (Mechanic)

**SUPERVISOR:** Director of Public Works

## **PRIMARY OBJECTIVE OF POSITION:**

The primary objective of this position is for the repair and preventive maintenance of City vehicles, equipment and power equipment.

## **RESPONSIBILITIES:**

- ◆ Repairs gasoline diesel powered vehicles, small engines and other power equipment.
- ◆ Performs preventive maintenance on vehicles and other power equipment.
- ◆ Maintains records showing vehicle usage, repairs, inspections and costs.
- ◆ Maintains inventory of frequently used parts and orders replacement parts as needed.
- ◆ Operates various City equipment and vehicles.
- ◆ Keeps vehicles, equipment and working area in a clean and orderly condition.
- ◆ Performs in-house fabrication as needed.
- ◆ Other duties as apparent or as delegated.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- ◆ Ability to perform major and minor repairs on all vehicles and power equipment, parts and systems without supervision.
- ◆ Skills in welding and metal fabrication.
- ◆ Ability to perform strenuous physical activity.
- ◆ Knowledge in hydraulic system troubleshooting and repairs.
- ◆ Knowledge of the operation and maintenance of the various City equipment.

## **TRAINING AND EXPERIENCE:**

- ◆ High School Education or equivalent, with advanced education/experience in auto mechanics, heavy equipment repairs, welding or related area.
- ◆ Class B Commercial Drivers License with ability to attain a Class A Commercial Drivers License prior to the expiration of the probationary period.
- ◆ Minimum of four years experience in auto mechanics, heavy equipment repairs or related area.

**COUNCIL LETTER 080618-IVH3**

**PERSONNEL COMMITTEE**

**POSITION ANALYSIS**

**DATE:** August 2, 2018  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

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The Personnel Committee recommends City Council approval for the updated Position Analysis for the Positions of Library Director and Library Substitute as presented.

# **CITY OF MOUNTAIN IRON POSITION ANALYSIS**

**POSITION TITLE:** Library Director

**SUPERVISOR:** City Administrator

## **PRIMARY OBJECTIVE OF POSITION:**

The primary objective of this position is the planning, organization, evaluation and direction of the community library, so that services are provided effectively and efficiently and to coordinate and conduct various special events for the community.

## **RESPONSIBILITIES:**

- ◆ Management/administration of the public library, including supervision of all library staff.
- ◆ Submitting a proposed comprehensive budget for the upcoming year to the City Administrator with recommendation of the Library Board.
- ◆ Ordering and processing all books including classification and cataloging.
- ◆ Preparation and distribution of all reports, including circulation records and registrations.
- ◆ General maintenance of the book and magazine collection including appropriate weeding.
- ◆ Preparation and maintenance of Library Board records and minutes.
- ◆ Maintaining Department expenditures within budgetary limits and reporting unexpected deviances to the City Administrator.
- ◆ Investigates all complaints arising from activities performed by the Department.
- ◆ Conduct, coordinate, develop and run, with the assistance of the Parks and Recreation Board, various community activities sponsored by the City including, but not limited to, the Halloween Carnival, Easter Egg Hunt, Fourth of July, etc.
- ◆ Serve as a City liaison to various community events, including Merritt Days.
- ◆ Other duties either apparent or delegated.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- ◆ Knowledge in budget preparation and management.
- ◆ Ability to deal effectively with elected officials, public, department heads and city employees.
- ◆ Ability to plan, organize and control activities at the department level.
- ◆ Ability to work independently on normal day to day matters.
- ◆ Knowledge of applicable Federal, State, and Local laws and regulations pertaining to Libraries.

## **TRAINING AND EXPERIENCE:**

- ◆ BS/BA in Library Science or the equivalent.
- ◆ Five years experience in Library Administration/Management, including three years supervisory experience.
- ◆ Valid state driver's license.

# **CITY OF MOUNTAIN IRON POSITION ANALYSIS**

**POSITION TITLE:** Library Aide

**SUPERVISOR:** Library Director

## **PRIMARY OBJECTIVE OF POSITION:**

The primary objective of this position is to perform a variety of routine clerical and manual work in processing, classifying, circulating and cataloging library materials and providing services to library patrons.

## **RESPONSIBILITIES:**

- ◆ Reviews materials to be classified, selects classification numbers and descriptive heading; inputs information containing author, title and classification number; stamps and pastes card into books, or applies bar code onto library materials.
- ◆ Types cards, correspondence, memoranda and other material; files materials; files cards or inputs data into computer and necessary operating records.
- ◆ Processes inter-library loans and in-house reference work.
- ◆ Performs routine maintenance on books and other materials, library collections and facilities.
- ◆ Answers telephone calls and provides information or otherwise assists or refers patrons in the selection of library materials and provides reference guidance.
- ◆ Checking library materials in and out; processes overdue charges and fines.
- ◆ Assists in the conducting of special programs for patrons.
- ◆ Other duties as apparent or as delegated.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- ◆ Knowledge of the principles and practices of modern library systems and programs.
- ◆ Knowledge of library circulation, classification and processing techniques.
- ◆ Ability to accurately maintain library filing systems.
- ◆ Skills in library computer system; calculator; copy and fax machine; phone.
- ◆ Ability to perform light physical activity.
- ◆ Experience dealing with the public.

## **TRAINING AND EXPERIENCE:**

- ◆ 2 years post secondary education or equivalent or certified through the Minnesota Voluntary Certification Program for Library Employees.
- ◆ Minimum two years library work experience preferred.
- ◆ Computer training or experience.
- ◆ Valid Minnesota Class D driver's license.

**COUNCIL LETTER 080618-IVH4**

**PERSONNEL COMMITTEE**

**POSITION POSTING**

**DATE:** August 2, 2018  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

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With the retirement of Ms. Reed, the Personnel Committee is recommends that the City Council authorizes the internal posting for the positon of Library Substitute and specified in the Collective Bargaining Agreement.

**CITY OF MOUNTAIN IRON**

**INTERNAL JOB POSTING**

**LIBRARY SUBSTITUTE**

The City of Mountain Iron has an immediate opening for the part-time position of Library Substitute. This position reports to the Library Director.

Responsibilities of this position are described in the Library Substitute position analysis.

The position is Job Class 4 at \$15.49 per hour.

Applications will be accepted until 4:00 p.m., August 17, 2018. Submit letter of application to Craig J. Wainio, City Administrator.

This notification is to be posted on the employee bulletin board at the City Hall, Library, Wastewater Plant and City Garage.



**COUNCIL LETTER 080618-VIH5**

**ADMINISTRATION**

**ADVERTISEMENT**

**DATE:** August 2, 2018

**FROM:** Personnel Committee

Craig J. Wainio  
City Administrator

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Staff is requesting authorization to advertise for the Library Director and Library Substitute positions.

## **CLASSIFIED ADVERTISEMENT**

THE CITY OF MOUNTAIN IRON HAS AN OPENING FOR ONE (1) FULL-TIME LIBRARIAN DIRECTOR POSITION IN THE LIBRARY DEPARTMENT. THIS POSITION REPORTS TO THE CITY ADMINISTRATOR. PREFERRED QUALIFICATIONS INCLUDE BS/BA IN LIBRARY SCIENCE, FIVE (5) YEARS LIBRARY EXPERIENCE WITH THREE (3) YEARS IN A SUPERVIORY POSITION, COMPUTER SKILLS AND A VALID DRIVERS LICENSE. HOURS ARE VARIED AND AS NEEDED. STARTING SALARY IS DOQ. APPLICATIONS WILL BE ACCEPTED UNTIL 4:00 P.M., FRIDAY, AUGUST 31, 2018. SEND APPLICATIONS, RESUME AND OTHER COMPLETED MATERIALS TO CRAIG J. WAINIO, CITY ADMINISTRATOR, CITY OF MOUNTAIN IRON, 8586 ENTERPRISE DRIVE SOUTH, MOUNTAIN IRON, MN 55768.

## **CLASSIFIED ADVERTISEMENT**

THE CITY OF MOUNTAIN IRON HAS AN OPENING FOR ONE (1) PART-TIME LIBRARIAN SUBSTITUTE POSITION IN THE LIBRARY DEPARTMENT. THIS POSITION REPORTS TO THE LIBRARY DIRECTOR. MINIMUM QUALIFICATIONS INCLUDE HIGH SCHOOL GRADUATE, TWO (2) YEARS LIBRARY EXPERIENCE, COMPUTER SKILLS AND A VALID DRIVERS LICENSE. HOURS ARE VARIED AND AS NEEDED. STARTING SALARY IS \$13.94 PER HOUR. APPLICATIONS WILL BE ACCEPTED UNTIL 4:00 P.M., FRIDAY, AUGUST 31, 2018. SEND APPLICATIONS, RESUME AND OTHER COMPLETED MATERIALS TO CRAIG J. WAINIO, CITY ADMINISTRATOR, CITY OF MOUNTAIN IRON, 8586 ENTERPRISE DRIVE SOUTH, MOUNTAIN IRON, MN 55768.



# CITY OF MOUNTAIN IRON

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## ORDINANCE NUMBER 02-18

### AMENDING THE OFFICIAL ZONING MAP IN AND FOR THE CITY OF MOUNTAIN IRON

#### THE CITY COUNCIL OF MOUNTAIN IRON ORDAINS:

**Section 1. Amending the Official Zoning Map.** The Official Zoning Map for City of Mountain Iron is hereby amended as follows:

1. The Zoning District of the following parcels is hereby changed from Industrial (I) to Commercial (C):

Lot 3, Block 2, NICHOLS PARK Parcel 175-0035-00120

Lot 4, Block 2, NICHOLS PARK Parcel 175-0035-00130

Lot 5, Block 2, NICHOLS PARK Parcel 175-0035-00140

Lot 6, Block 2, NICHOLS PARK Parcel 175-0035-00150

Lot 7, Block 2, NICHOLS PARK Parcel 175-0035-00160

**Section 2. Repeal of Inconsistent Ordinance.** All Ordinances inconsistent herewith are hereby repealed and replaced with the provisions of this Ordinance.

**Section 3. Effective Date.** This Ordinance shall be effective according to State Statute.

**DULY ADOPTED BY THE CITY COUNCIL THIS 6<sup>th</sup> DAY OF AUGUST, 2018.**

Attested:

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

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



# CITY OF MOUNTAIN IRON

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## ORDINANCE NUMBER 03-18

### AMENDING SECTION 154 OF THE MOUNTAIN IRON CITY CODE

#### THE CITY OF MOUNTAIN IRON HEREBY ORDAINS:

**Section 1. Amending Section 154.028.** Section 154.028 (B) of the Mountain Iron City Code is hereby amended to read as follows:

- (8.) Entertainment, cultural, recreation and amusement establishments

**Section 2. Amending Section 154.027.** Section 154.027 (B) of the Mountain Iron City Code is hereby amended to read as follows:

- a. Licensed day care Facility

**Section 3. Inconsistent Ordinances.** All Ordinances or portions thereof inconsistent with this Ordinance shall be repealed and replaced with the provisions of this Ordinance.

**Section 4. Effective Date.** This Ordinance shall be effective in accordance with State Statute.

**DULY ADOPTED BY THE CITY COUNCIL THIS 6<sup>th</sup> DAY OF AUGUST, 2017.**

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

ATTEST:

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



# CITY OF MOUNTAIN IRON

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## NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, July 23, 2018 at 6:05 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to rezone certain Parcels in the City of Mountain Iron and to revise Land Use Provisions:

### **Rezone the following from Industrial to Commercial (Nichols Park Addition)**

Lot 3, Block 2, NICHOLS PARK  
Parcel 175-0035-00120

Lot 4, Block 2, NICHOLS PARK  
Parcel 175-0035-00130

Lot 5, Block 2, NICHOLS PARK  
Parcel 175-0035-00140

Lot 6, Block 2, NICHOLS PARK  
Parcel 175-0035-00150

Lot 7, Block 2, NICHOLS PARK  
Parcel 175-0035-00160

### **Add following language to Land Use Provisions:**

- a. 154.028 (B)
  - a. (8.) Entertainment, cultural, recreation and amusement establishments
- b. 154.027 (B)
  - a. Licensed day care Facility

The public can present its opinions at the public hearing or by letter addressed to the Zoning Administrator, City of Mountain Iron, City Hall, 8586 Enterprise Drive South, Mountain Iron, MN, 55768-8260.

By Order of the Planning and Zoning Commission  
Jerry D. Kujala  
Zoning Administrator  
[www.mtniron.com](http://www.mtniron.com)

**Mountain Iron Planning and Zoning Commission**  
**July 23, 2018**

Meeting was called to order at 6:00 p.m. by Chairman Steve Skogman.

Those Present: Jim Techar, Barb Fivecoate, Steve Erickson, Tim Johnston, Steve Skogman, Margaret Soyering, and Jerry Kujala, Planning and Zoning Administrator.

Motion by Fivecoate and supported by Erickson to approve the minutes of the July 9, 2018 meeting as presented. Motion carried.

Motion by Fivecoate and supported by Techar to recess the meeting and open the public hearing at 6:05 p.m. Motion carried.

The purpose of the public hearing is to rezone certain Parcels in the City of Mountain Iron and to revise Land Use Provisions.

Rezone the following from Industrial to Commercial (Nichols Park Addition)

Lot 3, Block 2, NICHOLS PARK, Parcel 175-0035-00120

Lot 4, Block 2, NICHOLS PARK, Parcel 175-0035-00130

Lot 5, Block 2, NICHOLS PARK, Parcel 175-0035-00140

Lot 6, Block 2, NICHOLS PARK, Parcel 175-0035-00150

Lot 7, Block 2, NICHOLS PARK, Parcel 175-0035-00160

Add following language to Land Use Provisions:

a. 154.028 (B)

a. (8.) Entertainment, cultural, recreation and amusement establishments

b. 154.027 (B)

a. Licensed Day Care Facility

Ed Roskoski asked if the rezoning was for the Iron Range Tykes Day Care Center.

Ed Roskoski spoke against changing the language to Land Use Provisions stating that there are industrial zones relatively close to homes in the City and was against unsuitable businesses being put in these areas.

There were no communication received on any of the issues.

Motion by Soyering and supported by Fivecoate to close the public hearing and return to the regular meeting. Motion carried.

Motion made by Techar and supported by Fivecoate to recommend to the City Council to rezone from Industrial to Commercial, lots 3-7, block 2, Nichols Park. Motion carried

Motion made by Soyering and supported by Fivecoate to recommend to the City Council to add language to 154.028 (B) (8.) Entertainment, cultural, recreation and amusement establishments. After discussion it was moved by Techar and supported by Erickson to amend the motion to add the language to 154.028 (C) instead of (B). Techar, Johnston, Skogman, Erickson, Fivecoate in favor. Soyering against Motion carried.

Motion by Fivecoate and supported by Techar to recommend to the City Council to add language to 154.027 (B) a. Licensed day care facility. Motion Carried.

**COUNCIL LETTER 080618-VIC**  
**PUBLIC HEALTH AND SAFETY**  
**RESOLUTION 20-18**

**DATE:** August 2, 2018  
**FROM:** Public Health and Safety Board  
Craig J. Wainio  
City Administrator

---

The Public Health and Safety Board in conjunction with City staff and Bonnie Hundrieser of ARDC, work to update the City's Emergency Operations Plan. Our previous plan was adopted in 2014, this plan is part of a larger east range initiative to get all the communities on the same page with their plans. Though the guidance of the Public Health and Safety Board, Mountain Iron played a lead role in emergency preparedness planning for the entire east range area. This plan will be used as guidance for all possible disasters, natural or manmade. Public Health and Safety recommends to the City Council that the Mountain Iron Emergency Operations Plan be adopted.





# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 20-18

### ADOPTING THE REVISED EMERGENCY OPERATIONS PLAN (EOP)

**WHEREAS**, the City of Mountain Iron and surrounding municipalities may be subjected to emergencies and disasters of all types; and

**WHEREAS**, the City of Mountain Iron will continue to be prepared to respond during emergencies and disasters to protect public peace, health and safety and to preserve lives and property of the people; and

**WHEREAS**, the City of Mountain Iron will continually plan and prepare an all-hazards Emergency Operations Plan (EOP) for the municipality, which consists of the Basic Plan, supporting Functional and Hazard-Specific Annexes, and implementation instructions where applicable (emergency policies, procedures, checklists, and the like); and

**WHEREAS**, the EOP shall provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster; and

**WHEREAS**, this EOP is applicable to the entirety of the City of Mountain Iron and has been coordinated to be consistent and correlated with the EOP's of St. Louis County and neighboring jurisdictions in the East Range area of St. Louis County.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA**, that it does hereby approve, adopt and place into immediate effect the attached revised Emergency Operations Plan (EOP)

**BE IT FURTHER RESOLVED**, Adoption of this plan shall cause all previous plans to be repealed and staff shall be authorized to distribute the revised plan to the organizations and individuals identified therein.

**DULY ADOPTED BY THE CITY COUNCIL THIS 6<sup>th</sup> DAY OF AUGUST, 2018.**

ATTEST:

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Mayor Gary Skalko

---

City Administrator

**COUNCIL LETTER 080618-VID**

**ADMINISTRATION**

**RESOLUTION NUMBER 21-18**

**DATE:** August 2, 2018

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

---

Resolution Number 21-18 accepts the Feasibility Report for the Mountain Iron Drive Street Improvement project between 12th Street and the Southerly Corporate Limits of the City and sets a public hearing on the project for the second meeting in October. The feasibility report is attached for your review. It is recommend that the City Council adopt Resolution Number 21-18 as presented.



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

## RESOLUTION NUMBER 21-18

### RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

**WHEREAS**, pursuant to Resolution Number 15-18 of the City Council adopted May 21, 2018, a report has been prepared by Benchmark Engineering with reference to the improvement of 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 this report was received by the City Council on August 6, 2018, and;

**WHEREAS**, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; and the estimated cost of the improvement as recommended.

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

1. The City Council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$800,000.
2. A public hearing shall be held on such proposed improvement on the 15<sup>th</sup> day of October, 2018, in the Mountain Iron Room of the Community Center at 5:30 p.m. and the City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

**DULY ADOPTED BY THE CITY COUNCIL THIS 6<sup>th</sup> DAY OF AUGUST, 2018.**

ATTEST:

---

Mayor Gary Skalko

---

City Administrator



**Mountain Iron Drive Improvements Project  
Feasibility Study**

**City of Mountain Iron, Minnesota  
July 31, 2018**

**Project No.: MI18-06**

**PREPARED BY:**

**BENCHMARK ENGINEERING, INC.  
8878 Main Street • P.O. Box 261 • Mt. Iron, MN 55768-0261  
(218) 735-8914 Telephone • (218) 735-8923 Fax**

I hereby certify that this specification or report was prepared by me, or under my supervision, and that I am a duly licensed Professional Engineer, under the laws of the State of Minnesota.

Signature 

Printed Name Alan Johnson, P.E.

Date July 31, 2018

License No. 48185

## **TABLE OF CONTENTS:**

**COVER PAGE**

**SIGNATURE PAGE**

**TABLE OF CONTENTS**

**BACKGROUND**

**EXISTING CONDITIONS**

**ENVIRONMENTAL ISSUES**

**RECONSTRUCTION RECOMMENDATIONS**

**OPINION OF COST SUMMARY**

**OVERALL SUMMARY & CONCLUSIONS**

**ATTACHMENTS**

- ATTACHMENT A: PROJECT LOCATION MAP
- ATTACHMENT B: DETAILED CONSTRUCTION COST ESTIMATES

## **BACKGROUND**

On May 21, 2018, the City of Mountain Iron authorized the preparation of a feasibility study and estimates for the Mountain Iron Drive Improvements Project. The project shall consist of street improvements to the following segments:

- Mountain Iron Drive – Between Mountain Iron Drive/South City Limits and 12<sup>th</sup> Street – Segment A

This feasibility study is a step required by the City of Mountain Iron's assessment policy adopted on December 18, 2007, pursuant to Minnesota Statutes, Chapter 429.

In the spring of 2018, City of Mountain Iron public works staff and Benchmark Engineering reviewed a City wide survey of street and alley conditions. As a part of this work, the street and alley infrastructure was given a condition rating in an attempt to have a City wide summary of work needed and establish priorities for 5-10 years of construction projects. Each year the City of Mountain Iron examines this priority list to determine goals and scope for the upcoming capital projects. These reconstruction segments have been identified by the City Council and City Staff as priorities for the 2019 Street Improvements Project.

This feasibility study will review the existing conditions, discuss the different rehabilitation and repair options, and provide cost estimates for each proposed improvement alternative for the public hearing.

The last improvement to this segment occurred in 1998.

The constraints on this current segment is the width of the street in areas along with the sharp curves. City Staff asked the curves be reviewed to attempt to make these curves safer, as they noted large vehicles and trucks with trailers do appear to wander over the centerline due to the sharpness of the curves and the street width.

## **EXISTING CONDITIONS**

### **Mountain Iron Drive – Between 12<sup>th</sup> Street and City Limits – Segment A**

This segment is a connector for a mainly commercial area. Business are located on the East and West side at the north end of this segment then mainly on the west side for the majority of the segment.

Going from north to south the segment navigates two curves, which are fairly sharp as it meanders through the right of way. The street segment mainly connects to parking areas for commercial properties but connect also provides access to other commercial properties and industrial areas to the south. A fair amount of heavy truck traffic is noted along this segment

as a result of deliveries to and from the commercial property adjacent to the segment and nearby. A traffic study was not completed for this report.

The existing curb and gutter along this street are fairly flat resulting in standing water in areas following a rain or snow melt. The standing water has gone through freeze and thaw cycles causing potholes and severe cracking on portions of the road segment. The current drainage paths are flat, which causes pooling when small amount of sediment build up on the curb lines or in a drainage flume along the east side of the street near the south end.

This segment consists of a bituminous surface, approximately 1200' long and 25' to 32' wide. The width narrows through the 2 major curves then widens following the curves to the north and south. There is extensive longitudinal, horizontal and alligator cracking along the roadway. Sidewalk on the North entrance is broken and cracked as well. There is minimal storm sewer located throughout this segment, mainly drainage crossings. A watermain is located along the east side of this segment out from the street.

This segment contains minimal amounts of storm sewer. A pair of catch basin are located in the middle of the segment, the storm sewer appears to be inadequately sized to drain the entire street segment.

The existing alignment and current Right of Ways are shown on Alignment A in the Appendix

A review of the curves shows they do not meet MNDOT State Aid standards for a 30 MPH design or a 25 MPH design which would be a typical design speed for a commercial area. City staff asked that the 2 curves be reviewed for safety improvements as trucks occasionally have been noted to travel over the centerline and an accident has occurred within the curved sections.

According to available records, other than minor patching, there have been no major overlays to this segment.

### **ENVIRONMENTAL ISSUES**

There are no known environmental issues present or anticipated with any of the street reconstruction work for these proposed segments. Soil boring are recommended to identify any soil conditions that may require any soil corrections.

### **RECONSTRUCTION RECOMMENDATIONS**

Upon reviewing these street segments with City Staff, a complete reconstruction is recommended to enhance the design life of the street segment. Due to the poor condition of the surface drainage and underlying subgrade, a bituminous overlay—or mill and overlay—is



not recommended for this section. Improvements to the surface drainage are also needed, as the grades are fairly flat making the storm water runoff a challenge.

#### **Alternative 1 – Reconstruct following the existing alignment and widening to a consistent width**

See Existing Alignment “A” in the Appendix (Sheet 1 of 5). The proposed reconstruction of the street between 12<sup>th</sup> Street and 17<sup>th</sup> Street South would consist of several steps. The existing pavement and subgrade, curb and gutter and storm sewer structures and pipe would be removed. Curb and gutter and storm sewer structures and pipes would be replaced. The pavement structure would be replaced with 5” of bituminous, 12” aggregate base, 24” of select granular borrow, geotextile fabric and daintile or a section recommended following a geotechnical report. The road would be graded to control water runoff from the adjacent parking lots and streets. New curb and gutters would be constructed to control the storm water runoff.

Additional storm sewer would be constructed, and connected to the City of Virginia’s storm sewer system. The road would be widened to 16 foot drive lanes through the curves to match the areas to the north and south of the curves which would remain very similar to current alignment. Changes to the road grades could improve the surface drainage. Additional catch basins would be installed to collect the stormwater from the street.

Access will be an issue for the businesses adjacent during construction. The project could be completed in 2 Phases, a north half and south half, which would allow access to nearly all the businesses during the project, but limit through traffic during the construction.

The estimated budgetary cost for this alternative is approximately **\$650,000**. This proposed alternative could be funded by accessing adjacent property owners for this project.

Very similar curves would be constructed throughout this project for this alternative, meaning there would be on the two curves of concern which city staff requested should be addressed. Benchmark Engineering, Inc. will not recommend this alternative unless property acquisition is not possible for other alternatives is not possible. If this alternative is chosen Benchmark Engineering, Inc. recommends exploring other safety enhancements along the curves to minimize any potential liability from future accidents.

Benchmark Engineering Inc. assumed a section of for this report based on past experience but soil boring and a geotechnical report are recommended to determine the section for this project, to provide an adequate roadway design.

#### **Alternative 2 – Reconstruct for a 25 MPH Design speed**

See Concept Alignment “B” in the Appendix (Sheet 2 and 3 of 5). This alternative would require the acquisition of private property for additional right of way and construction. The project would include improvement to the storm sewer similar to Alternative 1. The Alternative also

proposed using a similar road section to Alternative 1, which was 5" of bituminous, 12" aggregate base, 24" of select granular borrow, geotextile fabric and draitile or a section recommended following a geotechnical report

This alternative would require the acquisition of 2,800 square feet of private property for additional right of way and construction wider curves and road way widening. The land need mainly consists of a former Country Kitchen parcel. The parcel acquisition may slightly affect how the current parking lot is situated, the parking lot would need to be restriped if the business is reopened. It currently appears that the lot would lose approximately 9 parking spaces as a result of this proposed alignment. A further study in to the private lot could be completed following a discussion with the current owner on future plans.

This alternative would widen the road segment to a consistent 32 feet wide roadway, softening of the curves to provide additional safety enhancements. This proposed alignment would improve the safety of the two corners the city staff requested that be reviewed.

Access will be an issue for the businesses adjacent during construction. The project could be completed in 2 Phases, a north half and south half, which would allow access to nearly all the businesses during the project, but limit through traffic during the construction.

The estimated budgetary cost for this alternative is approximately \$720,000. This cost does not include the cost of acquiring the property for this proposed alignment. This proposed alternative could be funded by accessing adjacent property owners for this project.

Benchmark Engineering Inc. assumed a section of for this report based on past experience but soil boring and a geotechnical report are recommended to determine the section for this project, to provide an adequate roadway design.

### **Alternative 3 – Reconstruct for a 30 MPH Design speed**

See Concept Alignment "C" in the Appendix (Sheet 4 and 5 of 5). This alternative would require the acquisition of private property for additional road right of way and construction. The project would include improvement to the storm sewer similar to Alternative 1. The Alternative also proposed using a similar road section to Alternative 1, which was 5" of bituminous, 12" aggregate base, 24" of select granular borrow, geotextile fabric and draitile or a section recommended following a geotechnical report

This alternative would require the acquisition of 9,400 square feet of private property for additional right of way and construction. The land need mainly consists of a former Country Kitchen parcel. The parcel may slightly affect how the current parking lot is situated, the lot would need to be restriped and potential expanded if the business is reopened. It currently appears that the parking lot would lose approximately 22 parking spaces as a result of this

proposed alignment. This alignment may also affect access around the southwest corner of this building. A further study in to the private lot could be completed following a discussion with the current owner on future plans.

This alignment was based off of Minnesota Department of Transportation Standards. The curve radius are what is expected to on a 30 mph route to minimize liability to the Owner and provide a consistent roadway throughout Minnesota.

This alternative would widen the road segment to a consistent 32 feet wide roadway, softening of the curves to provide additional safety enhancements. This proposed alignment would improve the safety of the two corners the city staff requested that be reviewed.

Access will be an issue for the businesses adjacent during construction. The project could be completed in 2 Phases, a north half and south half, which would allow access to nearly all the businesses during the project, but limit through traffic during the construction project.

The estimated budgetary cost for this alternative is approximately **\$808,000**. This cost does not include the cost of acquiring the property for this proposed alignment. This proposed alternative could be funded by accessing adjacent property owners for this project.

Benchmark Engineering Inc. assumed a section of for this report based on past experience but soil boring and a geotechnical report are recommended to determine the section for this project, to provide an adequate roadway design.

#### **OPINION OF COST SUMMARY**

The following chart gives an estimated construction cost for each segment addressed. The construction cost estimates include design and construction engineering estimated fees and a contingency.

<b>Description</b>	<b>*Estimated Cost</b>
<b>Reconstruct following the existing alignment</b>	<b>\$650,000</b>
<b>Reconstruct for a 25 MPH Design speed</b>	<b>\$720,000</b>
<b>Reconstruct for a 30 MPH Design speed</b>	<b>\$808,000</b>

**\*Estimated Costs include a 10% Contingency and Design & Construction Engineering. Estimated costs do not include the cost to acquire additional property.**

## **OVERALL SUMMARY & CONCLUSIONS**

The Mountain Iron City Council requested that Benchmark Engineering, Inc. study the feasibility of improvements to the segment. Based upon typical reconstruction alternatives for similar project types, a cost comparison, condition of the segment, and input from City staff; this segment was evaluated to determine the feasible reconstruction options.

Benchmark Engineering, Inc. recommends that the City of Mountain Iron attempt to acquire additional property for this street segment improvements and work with the property owner towards making the alignment a safer route with curves meeting MNDOT road standards. If property is unavailable, Benchmark Engineering, Inc. can study other Alternatives such as eliminating large vehicle traffic from curves, additional signage improvements, other options, and condemnation proceeding for acquiring the needed property to make any necessary safety enhancements.

In addition, soil borings for a geotechnical evaluation of each segment are recommended to confirm the existing soil conditions for a proper design. A better understanding of the soil will ensure a longer life for the streets.

It is our opinion that based upon each street segments existing condition, recommended reconstruction options are functionally feasible and necessary as a continuation of the City of Mountain Iron's street & utility maintenance program.

## ATTACHMENT A: PROJECT EXHIBITS



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](mailto:info@bm-eng.com)

July 31, 2018

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

Re: 2018 Downtown Sanitary Sewer Improvements  
City of Mountain Iron  
Project No. MI18-05

Dear Mr. Wainio,

Benchmark Engineering is nearing the completion of the construction plans and specifications for the downtown sanitary sewer slip-lining project.

At this time, Benchmark Engineering is requesting City Council action to first approve the Plans and Specifications and then to advertise for bids for the above-referenced project. The project will be advertised for 21 days, and a tentative bid opening would be set during the week of August 27. Bids could be considered at a council meeting in September.

A draft set of plans will be available for review prior to your next City Council meeting.

If you have any questions or need additional information please do not hesitate to contact our office

Sincerely,  
Benchmark Engineering, Inc.

Jeremy D. Schwarze, PE  
Project Engineer

## PROJECT NO. M18-05



INDEX TO PLANS		SHEET NO.
DESCRIPTION		
GENERAL LOCATION MAP		1
ESTIMATED QUANTITIES & NOTES		2
SLIP LINING PLAN		3



6878 Main Street  
P.O. Box 281  
Mountain Iron, MN 55768  
Phone: 218-735-8814  
fax: 218-735-8823  
E-Mail: [info@tm-erg.com](mailto:info@tm-erg.com)  
Website: [www.tm-erg.com](http://www.tm-erg.com)

- LAND DATA BASE MAPPING
- DIGITOM
- DRAINAGE
- DRAINAGE DATA
- DRAINAGE DATA
- DRAINAGE DATA

I hereby certify that this plan, specification or report was prepared by me or under my supervision and that I am a duly licensed Professional Engineer.

DATE: 4/8/85  
BY: ALAN J. JOHNSON  
FOR: [Signature]

PROJECT NO: 1410-05  
DATE: AUG 2010  
DRAWN BY: JDS  
CHECKED BY: AUJ

DATE	REVISIONS	DESCRIPTION

## 2018 DOWNTOWN SANITARY SEWER IMPROVEMENTS

**MTN. IRON, MINNESOTA**

## GENERAL LOCATION MAP

SHEET NO.

1 of 3



**BENCHMARK  
ENGINEERING, INC.**

8878 Main Street  
P.O. Box 281  
Mountain Iron, MN 55108  
Phone: 218-735-8814  
Fax: 218-735-8823  
E-Mail: info@ben-eng.com  
Website: www.ben-eng.com

- CIVIL ENGINEERING
- ENVIRONMENTAL ENGINEERING
- LAND SURVEYING
- PLANNING
- MAPPING
- LAND DATA BASE MAPPING

I hereby certify that this plan,  
specification, or report was prepared  
by me or under my direct supervision  
and that I am a duly Licensed Professional Engineer in the State of Minnesota.

*[Signature]*  
Professional Engineer  
Date: 2/15/18 Lic. No. 48195

PROJECT NO: M18-05  
DATE: AUG 2018  
DRAWN BY: JJS  
CHECKED BY: AJJ

DATE	REVISIONS	DESCRIPTION

2018 DOWNTOWN  
SANITARY SEWER  
IMPROVEMENTS

MTN. IRON, MINNESOTA

**ESTIMATED  
QUANTITIES  
& NOTES**

SHEET NO.  
**2 OF 3**

**FOOTNOTES**

1. SEE DIVISION 5 - STREET & STORM SEWER; SEWER CLEANING SPECIFICATIONS FOR DETAILS.
2. UPON REMOVAL, THESE ITEMS BECOME THE PROPERTY OF THE CONTRACTOR FOR LAWFUL DISPOSAL OUTSIDE OF THE PROJECT LIMITS.
3. PROTRUDING SERVICE LINES SHALL BE CUT BACK FLUSH WITH THE INNER DIAMETER OF THE PIPE TO MINIMIZE DISRUPTIONS TO CIPP INSTALLATION.
4. ALL TRAFFIC CONTROL SIGNAGE SHALL MEET THE REQUIREMENTS OF THE MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES - FIELD MANUAL DATED LATEST VERSION.
5. PRIOR TO SLIP-LINING, CONTRACTOR SHALL VERIFY ACTIVE SEWER SERVICES USING DYE OR OTHER APPROVED METHOD. THIS SHALL BE INCIDENTAL TO THE COST OF CONSTRUCTION.

**STATEMENT OF ESTIMATED QUANTITIES**

NOTES	SPEC. NO.	ITEM	UNIT		ESTIMATED QUANTITIES
			LN. FT.	LUMP SUM	
1	N/A	CLEAN SEWER PIPE	LN. FT.		1070
1	N/A	TELETYPE SEWER PIPE	LN. FT.		1070
	2021.501	MOBILIZATION		LUMP SUM	1
2,3	2104.509	REMOVE MISCELLANEOUS STRUCTURES		EACH	11
5	2503.603	LINING SEWER PIPE (CIPP) 8"	LN. FT.		156
5	2503.603	LINING SEWER PIPE (CIPP) 10"	LN. FT.		466
5	2503.603	LINING SEWER PIPE (CIPP) 12"	LN. FT.		415
5	2503.603	LINING SEWER PIPE (CIPP) 18"	LN. FT.		33
4	2563.601	TRAFFIC CONTROL		LUMP SUM	1

**STANDARD PLATES**

THE FOLLOWING STANDARD PLATES, AS APPROVED BY THE FHWA,

SHALL APPLY ON THIS PROJECT

PLATE NO. TITLE

8000.1 STANDARD BARRICADES





6678 Main Street  
P.O. Box 281  
Mountain Iron, MN 55768  
Phone: 218-735-8014  
Fax: 218-735-8023  
E-Mail: [info@iron-ang.com](mailto:info@iron-ang.com)

- CIVIL ENGINEERING
- ENVIRONMENTAL ENGINEERING
- LAND SURVEYING
- PLANNING
- MONITORING
- LAND DATA BASE MAPPING

hereby certify that this plan,  
 specification or report was prepared  
 by me or under my direct supervision  
 and that I am a duly Licensed Professional Engineer in the  
 State of Ohio.

Date: 11/1/88  
 Signature: [Signature]  
 Title: [Signature]  
 Printed Name: [Signature]

Date: \_\_\_\_\_ LC No. \_\_\_\_\_ 49165

PRODUCT NO: M110-04

DATE: AUG 2018

DEARBY: 108

DECLASSIFIED BY: A11

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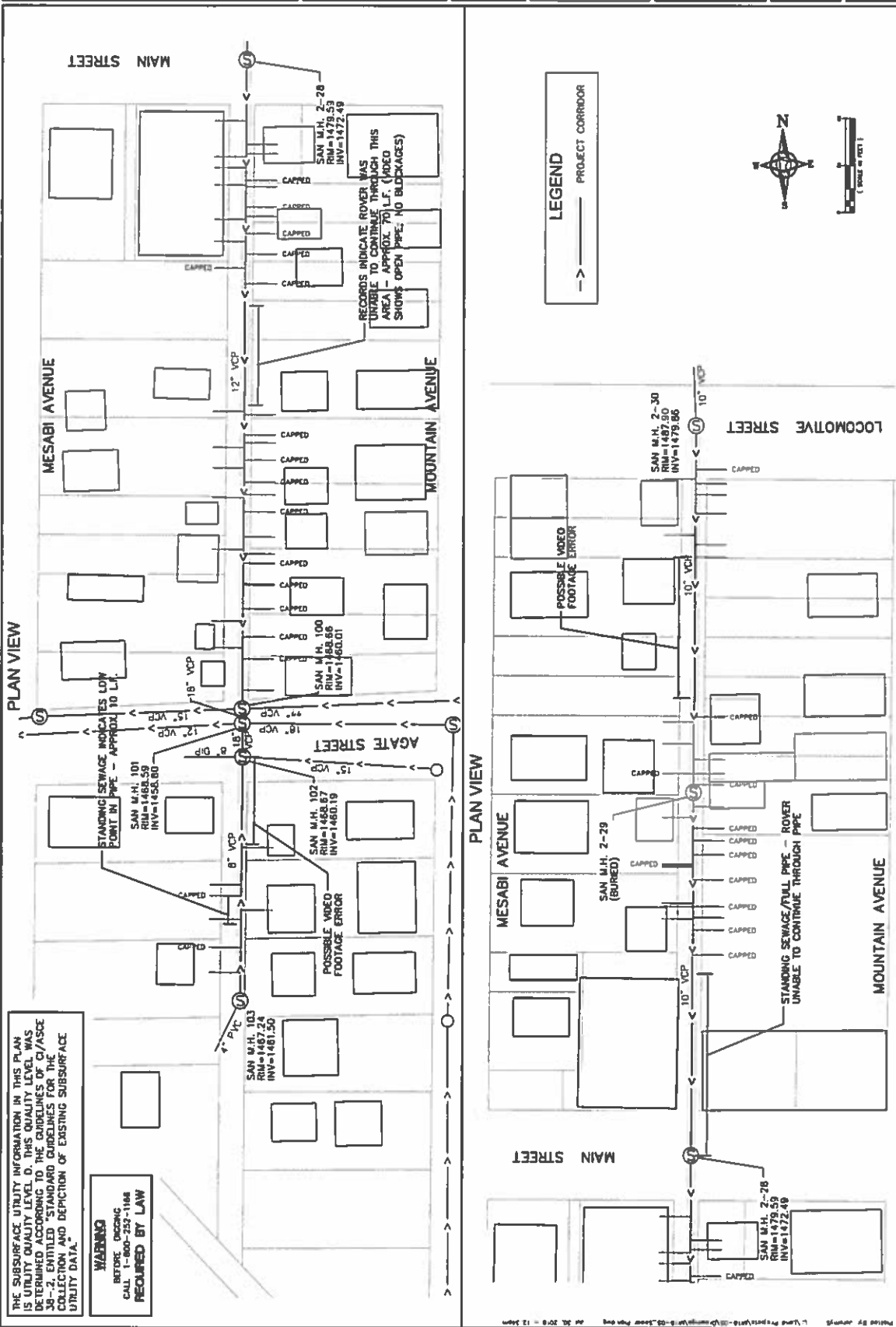
## 2018 DOWNTOWN SANITARY SEWER IMPROVEMENTS

MTN. IRON, MINNESOTA

## PLAN VIEW

SHEET NO.

3 OF 3





*Mt. Iron · Virginia, Minnesota*

*5478 Mountain Iron Dr. Virginia, MN 55792*

*Phone: 218-741-8681. Fax: 218-741-3027. Email: [info@sawmillsaloonrestaurant.com](mailto:info@sawmillsaloonrestaurant.com)*

July 24, 2018

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

City of Mountain Iron,

Sundberg Enterprises, LLC dba The Sawmill Saloon and Restaurant is requesting permission to serve food and alcohol at the following upcoming event (Wedding Reception). The event is scheduled August 11, 2018. The event is being held at the Mountain Iron Community Center.

Copies of our liquor liability insurance and our catering permit are on file with the City Offices.

Any questions, I can be reached at 218.741.8681 or 218.391.3147.

Thank you,

Chad Nesselroad  
Banquet Manager, Sundberg Enterprises, LLC

To whom it may concern

Bg's bar and Grill here by requests your permission to provide alcoholic beverages for

Montana Johnson

---

on Aug. 18<sup>th</sup> 2018 All rules and laws will be strictly adhered to at all times.

Thank You,



Bg's Bar & Grill



*Via Certified Mail*

Theresa Sunde  
Senior Manager, Government Relations

July 25, 2018

City of Mountain Iron  
Craig Wainio, Administrator  
8586 Enterprise Drive S  
Mt Iron MN 55768-8260

Dear Community Official:

The purpose of this letter is to inform you that, on or about September 1, 2018, Mediacom will be implementing the following rate adjustments:<sup>1</sup>

Product:	Old Rate:	New Rate:	Net Change:
Xtream Bronze Package	\$159.98	\$169.98	\$10.00
Xtream Silver Package	\$179.98	\$189.98	\$10.00
Xtream Gold with HBO Package	\$199.98	\$209.98	\$10.00
Xtream Gold with Showtime/Starz Package	\$199.98	\$209.98	\$10.00
Xtream Platinum Package	\$219.98	\$229.98	\$10.00
TV Essentials 60 Triple Play Package	\$139.98	\$149.98	\$10.00
Family 60 Triple Play Package	\$159.98	\$169.98	\$10.00
Family 60 Triple Play with HBO Package	\$179.98	\$189.98	\$10.00
Family 60 Triple Play with Showtime/Starz Package	\$179.98	\$189.98	\$10.00
Family 60 Triple Plus Package	\$199.98	\$209.98	\$10.00
Additional TiVo Receiver	\$5.00	\$6.00	\$1.00
Internet 60 with 150 GB Data Allowance	\$34.99	\$39.99	\$5.00
Internet 60 with 250 GB Data Allowance	\$54.99	\$59.99	\$5.00
Late Payment Charge	\$8.50	\$10.00	\$1.50
Local Broadcast Surcharge	\$12.05	\$12.61	\$0.56

<sup>1</sup> Depending on the terms of their offer, customers in certain promotional packages may not be impacted by the changes to the Xtream, TV Essentials or Family 60 packages until the conclusion of their respective promotional period.

The decision to make price adjustments is always a difficult one. However, our programming expenses, particularly with respect to broadcast television and sports channels, are escalating at a pace well in excess of inflation. Other costs, such as health insurance, employee wages, postage and certain operating expenses continue to increase, necessitating some changes in what we charge our customers.

Mediacom has long believed that the best way to serve our communities is to constantly reinvest in our network. As part of a 3-year, \$1 billion capital investment plan announced in 2016, Mediacom aggressively installed the newest generation of broadband technology throughout its entire internet service territory. As a result, virtually all of the 3 million homes and businesses across our 22 state footprint now have access to 1 Gig broadband speeds.

In addition, Mediacom has broadly launched a low-cost high-speed internet service for low-income customers featuring 10 Mbps download speeds for \$9.95 per month. The service, called Connect2Compete, is offered in partnership with EveryoneOn and is available to families with students participating in the National School Lunch Program. Additional information is available at [www.mediacomc2c.com](http://www.mediacomc2c.com).

Mediacom appreciates the opportunity to continue to serve your community's telecommunications needs. If you have any questions, please contact me directly at (507) 837-4878 or [tsunde@mediacomcc.com](mailto:tsunde@mediacomcc.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Theresa Sunde". The signature is fluid and cursive, with the first name "Theresa" being more prominent than the last name "Sunde".

Theresa Sunde