



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, OCTOBER 1, 2018

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, OCTOBER 1, 2018 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the September 17, 2018, Regular Meeting (#1-7)
 - 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
 - C. Director of Public Works Report
 - D. Library Director/Special Events Coordinator's Report
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - G. Personnel Committee
 - 1. Library Director/Special Events Coordinator (#8)
 - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Authorization to Serve Liquor (#9)
- VII. Communications (#10-11)
- VIII. Announcements
- IX. Adjourn

Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
September 17, 2018

Mayor Skalko called the City Council meeting to order at 6:34p.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; Amanda Inmon, Municipal Services Secretary; Sally Yuccas, Library Director/Special Events Coordinator; Rod Flannigan, City Engineer; SGT John Backman, Sheriff's Department; Bryan Lindsey, City Attorney. Absent: Councilor Joe Prebeg, Jr.

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

1. Add the following items to the agenda:
 - VI. F. Mud Lake Road Water Repair
2. Approve the minutes of the September 4, 2018, regular meeting as submitted.
3. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period September 1-15, totaling \$127,591.31 (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period September 1-15, totaling \$644,536.69 (a list is attached and made a part of these minutes).

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

Public Forum:

- No one spoke during the forum

The Mayor reported on the following:

- Heliene USA, Inc.
 - Goal when in full production is 1,000 Solar panels daily with three working shifts
- Fairview Healthcare Clinic
 - 3,000 sq. ft. expansion at Mountain Iron location

City Administrator:

- Library Director applicants scored and ranked, looking on doing interviews soon with possible Candidate at October meeting

Library Director/Special Events Coordinator:

- Library Hours as of September 4th
 - Monday-Thursday-10-6 and Friday-10-2
 - Saturday & Sunday-closed
- Thursday, October 4th "Taste of Mountain Iron," at Mountain Iron Community Center, 4-6:30pm
 - Tickets purchased at the Mountain Iron Library

Sherriff's Department:

- No formal report
- St. Louis County Sheriff's office press release stated there were a considerable amount of scam phone calls lately, over 100 reported thus far
 - Do not give out personal or financial information
 - You do not need to call 911 unless you have been defrauded of money

City Engineer:

- No formal report

It was moved by Stanaway and seconded by Skogman to approve Pay Request No. 2 for the Iron Range Tykes Learning Center Site Development project in the amount of \$102,875.50, to Mesabi Bituminous, Gilbert, MN. This amount includes withholding of 5% retainage on work completed to date. The motion carried on roll call vote with Councilor Prebeg absent.

- The City Administrator stated that the City of Mountain Iron is acting as the Fiscal agent for the Iron Range Tykes Learning Center, in regards to a Grant received from the IRRRB. The City pays the Contractors and the IRRRB reimburses the City for Site Development work completed on the project.

City Attorney:

- No formal report

It was moved by Stanaway and seconded by Skogman to approve Ordinance #04-18; Amending Chapter 70 of the Mountain Iron City Code, regarding a few provisions regulating parking around the former MIB High School, these provisions are no longer required with the opening of the new High School. Calendar system of parking adopted commencing November 1st and continuing until 1st of each year (a copy is attached and made a part of these minutes). The motion carried with Councilor Prebeg absent.

It was moved by Skogman and seconded by Tuomela to approve the recommendation of the City Engineer and award the Downtown Sanitary Slip-lining Sewer Improvement project to Insituform Technologies USA, LLC in the amount of \$91,124.50. The motion carried with Councilor Prebeg absent.

- The City Administrator stated that the City of Mountain Iron is paying roughly 50% of the slip-lining Sewer Improvement project for a portion of the Downtown area. The City received a Grant from the St. Louis County Community Development Block Grant (CDBG) program for this Sewer Improvement project, which covers the other half of the project.

It was moved by Skogman and seconded by Tuomela to approve the continuation of participation in the Salvation Army's Heat Share program for the 2018-2019 year. The motion carried with Councilor Prebeg absent.

It was moved by Stanaway and seconded by Skogman to authorize the Soroptimist of Virginia a Temporary On-sale Liquor License, for their Fundraiser to be held on October 17th at the Cinema 6 Movie Theatre. The motion carried with Councilor Prebeg absent.

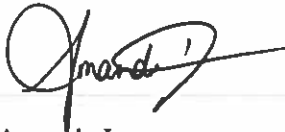
It was moved by Skogman and seconded by Stanaway to authorize BG's Bar & Grill to serve alcohol at the "3rd Annual Taste of Mountain Iron," scheduled for October 4, 2018 at the Mountain Iron Community Center. The motion carried with Councilor Prebeg absent.

It was moved by Stanaway and seconded by Tuomela to approve the recommendation of the City Engineer and award the bid of the Mud Lake Road (County Road 102) Water Repairs to George Bougalis and Sons of Hibbing, MN for the low bid price of \$47,630. The motion carried on a roll call vote with Councilor Prebeg absent.

No Communications or announcements

At 6:59p.m., it was moved by Skalko and seconded by Tuomela that the meeting be adjourned. The motion carried with Councilor Prebeg absent.

Submitted by:

A handwritten signature in black ink, appearing to read "Amanda", with a long horizontal stroke extending to the right.

Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	1,000.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	550.00
BUILDING RENTALS	LIBRARY	101-36-6200-092	10.00
BUILDING RENTALS	SENIOR CENTER	101-36-6200-089	125.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	35.88
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	2,310.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP	101-20803	69.30
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	175.16
CD INTEREST	CD INTEREST 101	101-36-6200-000	165.00
CD INTEREST	CD INTEREST 378	378-36-6210-000	1,065.00
CD INTEREST	CD INTEREST 602	602-36-2100-062	105.00
CD INTEREST	CD INTEREST 603	603-34-4400-010	150.00
CD INTEREST	CD INTEREST 604	604-36-6210-000	15.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	604-37-4100-000	182.50
FINES	CRIMINAL	101-35-5100-000	811.37
FINES	PARKING VIOLATIONS	101-35-5100-000	15.00
LEASES	LEASES	101-37-7100-022	416.28
LICENSES	ANIMAL	101-32-2100-000	5.00
METER DEPOSITS	ELECTRIC	604-22000	1,000.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	10.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	1,280.25
MISCELLANEOUS	EDA REIMBURSEMENT	101-13104	7,557.24
MISCELLANEOUS	FAX CHARGES	101-36-6200-061	50.00
MISCELLANEOUS	MISC. - GENERAL	101-37-7100-023	3,488.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	603-34-4400-011	64.80
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	12.15
PERMITS	BUILDING	101-32-2100-000	182.84
PERMITS	CONDITIONAL USE	101-32-2100-000	75.00
PERMITS	VARIANCE	101-32-2100-000	75.00
UTILITY	UTILITY	001-11105	106,640.04
Grand Totals:			<u>127,591.31</u>

Report Criteria:

Report type: Summary

Check.Type = {<=>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/18	09/17/2018	152228	130011	UNITED STATES POSTAL SERVICE	604-20200	423.08
09/18	09/19/2018	152229	10056	A T & T MOBILITY	604-20200	1,638.26
09/18	09/19/2018	152230	10012	ABE ENVIRONMENTAL SYSTEMS, INC	101-20200	530.83
09/18	09/19/2018	152231	10072	AMERICAN SOCIETY FOR	101-20200	120.00
09/18	09/19/2018	152232	10006	ANDERSON AUTO CENTER (DBA)	101-20200	1,702.33
09/18	09/19/2018	152233	376	ANDREA WILSON	101-20200	100.00
09/18	09/19/2018	152234	10016	ARROWHEAD BATTERY CO INC	101-20200	250.00
09/18	09/19/2018	152235	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	115.67
09/18	09/19/2018	152236	20022	BENCHMARK ENGINEERING INC	301-20200	9,088.50
09/18	09/19/2018	152237	30055	BTAC ACQUISITION CORP.	101-20200	492.36
09/18	09/19/2018	152238	30084	CARDMEMBER SERVICE	603-20200	6,957.00
09/18	09/19/2018	152239	8058	CASEY KINTNER	101-20200	131.89
09/18	09/19/2018	152240	170001	CENTURY LINK	101-20200	262.86
09/18	09/19/2018	152241	1071	CHARLES DEEMS	604-20200	104.80
09/18	09/19/2018	152242	220003	CITY OF VIRGINIA	101-20200	45.12
09/18	09/19/2018	152243	30024	COALITION OF GREATER MN CITIES	101-20200	2,026.00
09/18	09/19/2018	152244	30072	COMPUTER WORLD	101-20200	698.20
09/18	09/19/2018	152245	1901024	CTC	101-20200	583.80
09/18	09/19/2018	152246	50050	EMERGENCY RESPONSE SOLUTIONS	101-20200	572.16
09/18	09/19/2018	152247	50048	ENERGY INSIGHT INC	604-20200	2,009.14
09/18	09/19/2018	152248	50049	ESSENTIA HEALTH	101-20200	240.00
09/18	09/19/2018	152249	70016	GOPHER STATE ONE CALL INC	604-20200	78.30
09/18	09/19/2018	152250	80017	HENRY'S WATERWORKS INC	601-20200	1,487.65
09/18	09/19/2018	152251	80001	HILLYARD/HUTCHINSON	101-20200	923.74
09/18	09/19/2018	152252	100023	JJL GROUNDS MAINTENANCE	101-20200	160.00
09/18	09/19/2018	152253	1266	KAREN PENDER	101-20200	66.23
09/18	09/19/2018	152254	1069	KERENZA LASART	604-20200	178.63
09/18	09/19/2018	152255	120006	L & M SUPPLY	101-20200	1,351.30
09/18	09/19/2018	152256	1070	LISA JACKSON	604-20200	101.24
09/18	09/19/2018	152257	1265	MATT SHERIDAN	101-20200	44.15
09/18	09/19/2018	152258	130041	MESABI BITUMINOUS	301-20200	102,875.50
09/18	09/19/2018	152259	130004	MESABI DAILY NEWS	101-20200	39.88
09/18	09/19/2018	152260	130006	MESABI HUMANE SOCIETY	101-20200	1,458.33
09/18	09/19/2018	152261	140028	MINNESOTA ENERGY RESOURCES	602-20200	517.95
09/18	09/19/2018	152262	130009	MINNESOTA POWER (ALLETE INC)	604-20200	108,881.38
09/18	09/19/2018	152263	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	13,580.89
09/18	09/19/2018	152264	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	95,659.00
09/18	09/19/2018	152265	140042	NORTHERN DOOR & HARDWARE INC	101-20200	931.35
09/18	09/19/2018	152266	160066	PACE ANALYTICAL SERVICES	601-20200	295.00
09/18	09/19/2018	152267	170007	QUILL CORPORATION	101-20200	246.29
09/18	09/19/2018	152268	1068	RESS & GG WALKER	604-20200	79.68
09/18	09/19/2018	152269	1264	ROBERT SNIDER	101-20200	88.30
09/18	09/19/2018	152270	1072	SEAN CLARK	604-20200	151.03
09/18	09/19/2018	152271	190014	SHERWIN WILLIAMS	101-20200	39.80
09/18	09/19/2018	152272	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
09/18	09/19/2018	152273	190002	ST LOUIS COUNTY AUDITOR	603-20200	22,887.50
09/18	09/19/2018	152274	190054	ST LUKES CLINICS	101-20200	170.00
09/18	09/19/2018	152275	406	ST. LOUIS COUNTY PHHS	604-20200	538.93
09/18	09/19/2018	152276	180023	TECH BYTES	101-20200	145.60
09/18	09/19/2018	152277	200020	THE TRENTI LAW FIRM	101-20200	2,397.50
09/18	09/19/2018	152278	180001	TL CONSTRUCTION, INC.	301-20200	30,070.00
09/18	09/19/2018	152279	200006	TRIMARK INDUSTRIAL	101-20200	170.46
09/18	09/19/2018	152280	200036	TRITEC OF MINNESOTA INC	602-20200	430.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/18	09/19/2018	152281	210001	UNITED ELECTRIC COMPANY	604-20200	425.21
09/18	09/19/2018	152282	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	59,702.03
09/18	09/19/2018	152283	220020	VISA OR AMERICAN BANK CC PMT	101-20200	1,866.34
09/18	09/19/2018	152284	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	7,954.09
09/18	09/19/2018	152285	240001	XEROX CORPORATION	101-20200	720.21
Grand Totals:						525,085.79
PP-ENDING 9/7						98,206.66
SALES & USE TAX						<u>21,244.24</u>
TOTAL EXPENDITURES						\$644,536.69



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

ORDINANCE NUMBER 04-18

AMENDING CHAPTER 70 OF THE MOUNTAIN IRON CITY CODE

THE CITY OF MOUNTAIN IRON HEREBY ORDAINS:

Section 1. Adding Section 70.13. Section 70.13 of the Mountain Iron City Code is hereby repealed and amended to read as follows:

70.13 CALENDAR PARKING.

Subd .1. The calendar system of parking is adopted which means that all parking from 12:00 p.m. to 12:00 p.m. on even days of the month shall be allowed only on the even side of the street or avenue and on the odd days of the month on the odd side of the street or avenue commencing November 1st and continuing until April 1st of each year. The allowed changeover period during each day shall be from 4:00 p.m. to 12:00 p.m.

Subd.2. There shall be no parking between 2:00 a.m. and 6:00 a.m. on Main Street from Mineral Avenue to Mesabi Avenue between November 1st and April 1st of each year.

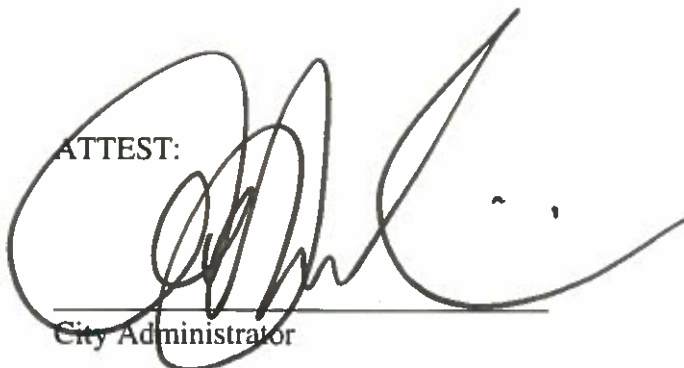
Section 2. Adding Section 70.14. Section 70.14 Parking Restrictions on Marble Avenue and Main Street is hereby repealed in its entirety.

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 17th DAY OF SEPTEMBER, 2017.

ATTEST:



City Administrator

Mayor Gary Skalko

COUNCIL LETTER 100118-IVG1

PERSONNEL COMMITTEE

OFFER OF EMPLOYMENT

DATE: September 27, 2018

FROM: Personnel Committee

Craig J. Wainio
City Administrator

The Personnel Committee conducted interviews for the position of Library Director/Special Events Coordinator on Tuesday, September 25th. Based upon those interviews and subsequent discussion and contact with the candidates, the Personnel Committee recommends that the following be offered employment with the City of Mountain Iron:

- Mrs. Anna Amundson Library Director/Special Events Coordinator

All employment offers are contingent upon the passing of a physical, background check and a drug and alcohol test.



Mt. Iron · Virginia, Minnesota

5478 Mountain Iron Dr. Virginia, MN 55792

Phone: 218-741-8681. Fax: 218-741-3027. Email: info@sawmillsaloonrestaurant.com

September 18, 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 two upcoming events: October 10, 2018 (League of Minnesota Cities Regional Meeting) and January 31, 2019 (United Way Power of the Purse Event). The events are 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,

Alissa Horan
Sundberg Enterprises, LLC

Want to Go Solar?



SAVE MONEY ON THE
COST OF GOING SOLAR



GET UNBIASED, EXPERT
HELP THROUGHOUT THE
PROCESS



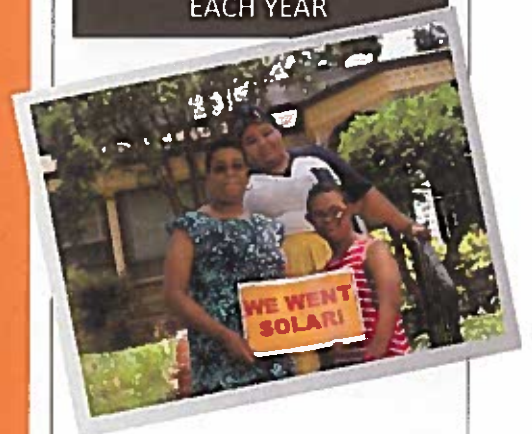
WE'RE A NON-PROFIT
THAT HELPS
THOUSANDS OF
PEOPLE GO SOLAR
EACH YEAR

JOIN THE
SOLAR UNITED
NEIGHBORS
IRON RANGE
SOLAR CO-OP

JOIN OUR INFORMATION SESSION

TUESDAY
OCTOBER 16TH
7:00PM

Mountain Iron Community Center
(IROQUOIS ROOM)
8586 Enterprise Drive South
Mountain Iron, MN 55768



September 25, 2018

To: Mayor Skalko & City Council Members

From: June Ross, President of the Friends of the
Mt. Iron Library

Re: Donation

Dear Mayor Skalko and Council members,

I'm writing to you regarding the upcoming Taste of Mt. Iron event which will be held on Thursday, October 4. I'd like to request a donation for this event which will give you a reserved table at the event. Tickets are \$20 per person. This is a Friends of the Mt. Iron Public Library fundraiser and we'd appreciate your help. Thank you very much.

June Ross, President

Friends of the Mt. Iron Library