



MOUNTAIN IRON CITY COUNCIL MEETING

Tuesday, JANUARY 22, 2019

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
TUESDAY, JANUARY 22, 2019 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the January 7, 2019, Regular Meeting (#1-7)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications
- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Appointments (#8)
 - B. City Administrator's Report
 - C. Director of Public Works Report
 - 1. Slip Ling Results (#9-10)
 - 2. Well Head Protection Plan (#11)
 - D. Library Director/Special Events Coordinator's Report
 - E. Sheriff's Department Report
 - F. City Attorney's Report
 - G. City Engineer's Report
 - 1. Mountain Iron Water Tower Project (#12-27)
 - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Authorization to Serve Liquor (#28)
- VII. Communications (#29-32)
- VIII. Announcements
- IX. Adjourn

Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
January 7, 2019

Mayor Skalko called the City Council meeting to order at 6:31p.m. with the following members present: Councilor Joe Prebeg Jr., Alan Stanaway, Steve Skogman, Julie Buria, and Mayor Gary Skalko. Also present were: Craig J. Wainio, City Administrator; Tim Satrang, Director of Public Works; Amanda Inmon, Municipal Services Secretary; Anna Amundson, Library Director/Special Events Director; Rod Flannigan, City Engineer; and SGT John Backman, Sheriff's Department.

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

1. Approve the minutes of the December 17, 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 December 16-31, totaling \$721,404.16 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period December 16-31, totaling \$443,212.13 (a list is attached and made a part of these minutes).

The motion carried unanimously.

Public Forum:

- No one spoke during the forum

The Mayor reported on the following:

- Condolences to the family and friends of Tom Rukavina
- Happy birthday to Marion Sutich turns 93 on January 21st

It was moved by Skalko and seconded by Prebeg to appoint Steve Skogman as Deputy Mayor for 2019. The motion carried with Councilor Skogman abstaining.

It was moved by Skalko and seconded by Skogman to designate The Trenti Law Firm as the City Attorneys for 2019. The motion carried.

It was moved by Skalko and seconded by Stanaway to designate Benchmark Engineering as the City Engineers for 2019. The motion carried.

It was moved by Skalko and seconded by Prebeg to appoint the Hometown Focus as the official newspaper for the City of Mountain Iron for 2019. With the addition that announcements, notices, promotions and advertisements can be placed in Mesabi Daily News. The motion carried (No: Skogman Yes: Prebeg, Stanaway, Buria & Skalko)

It was moved by Skalko and seconded by Stanaway to set the regular City Council meetings for the first and third Mondays of the month at 6:30 p.m. for 2019 at City Hall in the Mountain Iron Room. The motion carried.

It was moved by Skalko and seconded by Skogman to designate the City's official depositories as the American Bank, Frandsen Bank, Wells Fargo Bank, US Bank, Twin City Federal, League of Minnesota Cities 4M Fund, Miller Johnson Steichen Kinnard, Inc., Northland Securities, First National Bank of Buhl, and Federal Home Loan Bank, for 2019. The motion carried.

It was moved by Skalko and seconded by Prebeg to re-appoint Steve Skogman to serve on the Planning and Zoning Commission with his term expiring on December 31, 2021. The motion carried with Councilor Skogman abstaining.

It was moved by Skalko and seconded by Stanaway to re-appoint Barb Fivecoate to serve on the Planning and Zoning Commission, with her term expiring on December 31, 2021. The motion carried.

It was moved by Skalko and seconded by Skogman to re-appoint Steve Hunter Jr. to the Park and Recreation Board, with his term expiring on December 31, 2021. The motion carried.

It was moved by Skalko and seconded by Prebeg to re-appoint Natalie Pankratz-Leff to the Park and Recreation Board, with her term expiring on December 31, 2021. The motion carried.

It was moved by Skalko and seconded by Stanaway to re-appoint Peter Zattoni to the Economic Development Authority, with his term expiring on December 31, 2023. The motion carried.

It was moved by Skogman and seconded by Buria to appoint Gary Skalko (Council Appointment) to the Economic Development Authority. The motion carried with Mayor Skalko abstaining.

It was moved by Skalko and seconded by Stanaway to re-appoint Kathy Witzman to the Library Board, with her term expiring on December 31, 2021. The motion carried.

It was moved by Skalko and seconded by Prebeg to re-appoint Steve Skogman to the Public Safety and Health Board with his term expiring on December 31, 2021. The motion carried with Councilor Skogman abstaining.

It was moved by Skalko and seconded by Skogman to appoint Julie Buria (Council Appointment) to the Buildings and Grounds Committee. The motion carried with Councilor Buria abstaining.

The City Council wanted to give a big thank you to all the individuals that accepted the re-appointments to City Boards and Committees.

City Administrator:

- Presentation at the Community Center at the CDBG-next phase of slip-lining sewers
- Congratulations to the 8th grade Basketball team and coaches for winning the Big Fork Tournament

It was moved by Skogman and seconded by Stanaway to accept the recommendation from the Shared Services Study and modify the positional analysis for Firefighter. Originally, the position analysis has the position title as Volunteer Firefighter; revised description modifies title to read only Firefighter. The motion carried.

Director of Public Works

- No formal report
- Please be aware of crews clearing snow piles
- City Crews dug to repair emergency water main break near the Recycling Center, which lead to the Water Tower, which occurred on Friday, January 4th
 - Big thank you to all employees for their hard work
 - Thank you to the City of Virginia for their help

Library Director/Special Events Coordinator:

- January 2nd - March 31st Winter Reading program for Adults and children

It was moved by Stanaway and seconded by Skogman accept the recommendation of the Library Board and extend an offer of the position to Mrs. Anne Grierson for the Assistant Librarian to replace Mrs. Roxanne Reed, position pending a physical, drug testing and a background check. The motion carried.

Sheriff's Department:

- No formal report

City Engineer:

- No formal report

It was moved by Prebeg and seconded by Stanaway to approve Pay Request No. 2 – Final for the Downtown Sanitary Sewer Improvement project, in the amount of \$4,431.39 to Insituform Technologies USA, Inc, Chesterfield, MO. This amount releases the 5% retainage. The motion carried on roll call vote unanimously.

It was moved by Skogman and seconded by Stanaway to accept the recommendation from the Shared Services Study conducted, as well as to adopt and recognize the study as the first step of implementation. After action, the Council should begin to contemplate the establishment of a committee tasked with implementing the plan and meeting with the City of Virginia. The motion carried.

It was moved by Skogman and seconded by Prebeg to reschedule the January 21, 2019 meeting due to the Martin Luther King, Jr. Holiday to Tuesday, January 22nd at 6:30pm at the Mountain Iron City Hall. The motion carried.

It was moved by Stanaway and seconded by Skogman to accept the resignation of Keith Altobelli from the Mountain Iron Fire Department effective January 1, 2019. The motion carried.

It was moved by Prebeg and seconded by Skogman to donate \$500 to the Mountain Iron-Buhl High School Class of 2019 for the "32nd Annual All-Night Chemical Free Graduation Party," monies to come from Charitable Gambling Fund. The motion carried on roll call vote.

The council reviewed the list of communications.

At 7:24p.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', with a long horizontal flourish extending to the right.

Amanda Inmon
Municipal Services Secretary
www.mtniron.com

COMMUNICATIONS

1. Thank you from the 2018 Mountain Iron-Buhl Football team for the generous donation from the student-athletes and Coaches.
2. Thank you from the Mountain Iron-Buhl School for helping make the bridge for the School forest a success, allowing students, teachers, and the community to have a better access to the School forest.
3. Thank you from the Minnesota Rural Water Association to the City and Staff for hosting the “Safe Drinking Water Act,” training on December 5, 2018 at the Mountain Iron Community Center.

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	400.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	375.00
COPIES	COPIES	101-36-6200-061	28.00
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	101-33-3401-011	3,955.00
LICENSES	ANIMAL	101-32-2100-000	5.00
METER DEPOSITS	ELECTRIC	604-22000	1,050.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	20.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	4,604.71
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	213.70
MISCELLANEOUS	FAX CHARGES	101-36-6200-061	.75
MISCELLANEOUS	MISC - GENERAL	101-37-7100-023	4,074.00
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	12.80
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	101-21710	49.44
PERMITS	BUILDING	101-32-2100-000	51.77
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	378-36-1020-000	7.31
SPECIAL ASSESSMENTS	SPECIAL ASSESS -BOND MONEY	378-36-1000-000	91.38
TAXES	BOND LEVY	101-31-1010-003	137,591.07
TAXES	DUE TO MOUNTAIN IRON EDA	101-20802	16,448.31
TAXES	MISCELLANEOUS TAXES	101-31-1010-007	1,959.74
TAXES	PENALTIES & INTEREST	101-37-7100-023	569.27
TAXES	PENALTIES & INTEREST-378 FUND	378-36-1020-000	386.45
TAXES	SPEC ASSESS-FUND 378-DELINQUEN	378-36-1000-000	474.67
TAXES	SPEC. ASSMTS-378 FUND-CURRENT	378-12100	17,896.13
TAXES	SPEC. ASSMTS-ENERGY IMPROVEME	101-36-1000-000	1,473.64
TAXES	TAX LEVY	101-31-1010-000	392,531.82
TAXES	TAXES RECEIVABLE-DELINQUENT	101-10700	2,811.33
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	90,989.13
Grand Totals:			721,404.16

Report Criteria:

Report type: Summary

Check Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/19	01/11/2019	152681	10055	ALTEC INDUSTRIES INC	604-20200	2,893.31
01/19	01/11/2019	152682	130017	AMERICAN BANK	602-20200	1,490.75
01/19	01/11/2019	152683	10075	AMERIPRIDE SERVICES	603-20200	64.76
01/19	01/11/2019	152684	10006	ANDERSON AUTO CENTER (DBA)	101-20200	43.42
01/19	01/11/2019	152685	30055	BTAC ACQUISITION CORP.	101-20200	391.99
01/19	01/11/2019	152686	30017	CARQUEST (MOUNTAIN IRON)	101-20200	562.40
01/19	01/11/2019	152687	220003	CITY OF VIRGINIA	101-20200	61.16
01/19	01/11/2019	152688	30072	COMPUTER WORLD	101-20200	2,964.99
01/19	01/11/2019	152689	40048	DVS RENEWAL	101-20200	32.00
01/19	01/11/2019	152690	414	ELLEN JOHNSON	101-20200	100.00
01/19	01/11/2019	152691	50052	EMERGENCY APPARATUS	101-20200	5,726.61
01/19	01/11/2019	152692	692	ERYNN DOMINI	101-20200	200.00
01/19	01/11/2019	152693	60029	FERGUSON ENTERPRISES INC	101-20200	109.70
01/19	01/11/2019	152694	6004	FRED FAUST	604-20200	173.40
01/19	01/11/2019	152695	70016	GOPHER STATE ONE CALL INC	604-20200	6.75
01/19	01/11/2019	152696	70004	GRANDE ACE HARDWARE	101-20200	44.94
01/19	01/11/2019	152697	80032	HARTIKKA, TERRY	101-20200	15,700.00
01/19	01/11/2019	152698	80001	HILLYARD/HUTCHINSON	101-20200	300.54
01/19	01/11/2019	152699	80010	HOMETOWN ELECTRIC	604-20200	7,659.94
01/19	01/11/2019	152700	80037	HOMETOWN MEDIA PARTNERS	101-20200	84.00
01/19	01/11/2019	152701	90006	INSITUFORM TECHNOLOGIES USA, INC	602-20200	4,431.39
01/19	01/11/2019	152702	130036	ISD #712	604-20200	11,235.13
01/19	01/11/2019	152703	694	JOSEPH PREBEG JR.	101-20200	200.00
01/19	01/11/2019	152704	695	KRISTIADDY	101-20200	100.00
01/19	01/11/2019	152705	120002	LAWSON PRODUCTS INC	101-20200	894.02
01/19	01/11/2019	152706	130004	MESABI DAILY NEWS	101-20200	236.14
01/19	01/11/2019	152707	130026	MESABI SIGN COMPANY	101-20200	602.52
01/19	01/11/2019	152708	6036	MIB ALL NIGHT GRAD PARTY	230-20200	500.00
01/19	01/11/2019	152709	1097	MICHAEL FREDERICK	101-20200	24.00
01/19	01/11/2019	152710	110035	MIDWEST COMMUNICATIONS	101-20200	325.00
01/19	01/11/2019	152711	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	620.00
01/19	01/11/2019	152712	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,436.74
01/19	01/11/2019	152713	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	577.57
01/19	01/11/2019	152714	130155	MN PUBLIC FACILITIES AUTHORITY	602-20200	4,068.88
01/19	01/11/2019	152715	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	102,479.50
01/19	01/11/2019	152716	140071	NORTHEAST TECHNICAL SERVES, INC.	601-20200	4,270.00
01/19	01/11/2019	152717	140005	NORTHERN FITNESS GROUP	101-20200	377.96
01/19	01/11/2019	152718	140056	NORTHLAND TRUST SERVICES INC	378-20200	120,385.00
01/19	01/11/2019	152719	150023	OSI ENVIRONMENTAL INC	602-20200	185.00
01/19	01/11/2019	152720	160066	PACE ANALYTICAL SERVICES	602-20200	571.50
01/19	01/11/2019	152721	160057	PHIL'S GARAGE DOOR SERVICE	603-20200	314.50
01/19	01/11/2019	152722	160020	PTM DOCUMENT SYSTEMS	101-20200	312.32
01/19	01/11/2019	152723	170007	QUILL CORPORATION	101-20200	213.65
01/19	01/11/2019	152724	180005	ROAD MACHINERY & SUPPLIES CO.	101-20200	2,903.68
01/19	01/11/2019	152725	693	SHAWN GOERDT	101-20200	200.00
01/19	01/11/2019	152726	134	SHIRLEY SVELA	101-20200	200.00
01/19	01/11/2019	152727	190004	SKUBIC BROS INC	101-20200	557.63
01/19	01/11/2019	152728	190016	ST LOUIS COUNTY AUDITOR	101-20200	412.29
01/19	01/11/2019	152729	1106	STEVE SKOGMAN	101-20200	200.00
01/19	01/11/2019	152730	5007	SUN LIFE FINANCIAL	602-20200	954.27
01/19	01/11/2019	152731	200020	THE TRENTI LAW FIRM	101-20200	1,358.00
01/19	01/11/2019	152732	691	THOMAS RUPER	101-20200	200.00
01/19	01/11/2019	152733	220025	VERIZON WIRELESS	602-20200	17.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/19	01/11/2019	152734	220002	VIRGINIA SURPLUS (DBA)	101-20200	150.00
01/19	01/11/2019	152735	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	5,661.87
01/19	01/11/2019	152736	240001	XEROX CORPORATION	101-20200	664.92
Grand Totals:						308,451.64
PP-Ending 12/28/18						118,874.43
Sales & Use Tax- December 2018						17,886.06
TOTAL EXPENDITURES						\$443,212.13

COUNCIL LETTER 012219-IVA1

MAYOR GARY SKALKO

APPOINTMENTS

DATE: January 17, 2019

FROM: Mayor Gary Skalko

Craig J. Wainio
City Administrator

Appoint Jacob Osell to the Utility Advisory Board for a term to expire on December 31, 2021.

Appoint Brett Renzaglia to the Utility Advisory Board for a term to expire on December 31, 2020.

City of Mountain Iron

CIPP Pipe Lining

Health concerns prompted the development of sewer systems in many communities during the late nineteenth and early twentieth centuries. The original Village of Mountain Iron (Costin and Merritt First Addition) constructed the sewer system using a clay pipe made by the Red Wing Sewer Pipe Company here in Minnesota, also makers of crocks and jugs for food and beverage storage. This system has served the Village/City for some 100 years.

The sewer system or collection system as they are referred to today, was nicely laid out and has served the city effectively. Unfortunately, it is starting to show its age. Protruding services, leaky pipe joints, failing plugs, and cracks are allowing excess water to enter the system. This contributes to overloading of the wastewater plant, higher energy cost for pumping clean water, and wear on equipment. Root penetration which can lead to blocked sewers, and cracks that can cause pipe collapse.

Cured In Place Pipe (CIPP) has been used for years to protect pipelines from corrosion, restore structural integrity, reduce infiltration, eliminate leaking joints, improve water quality, and increase pipeline flow capacity. CIPP are often used in areas not accessible to dig and replace methods. Mountain Iron used this technology in the fall of 2018 for the first time. On the back side of this page, you will see several shots of typical problem areas on the left column, and on the right column what similar repaired areas look after the project was completed.

Before

After



Protruding service connections weaken the clay pipe making it more susceptible to collapse

Service connections are cut flush which allows the new pipe lining to transmit wastewater more efficiently



Large holes develop in pipe walls as the clay tile material degrades and cracks over time

The polyester resin lining adds structural rigidity to pipe walls creating a seamless pipe from end to end with a design life exceeding 100 years



Flow to the wastewater plant increases significantly when groundwater enters in through pipe cracks

The flexible lining tightly forms to the pipe and prevents water infiltration by sealing the cracks and holes



Root intrusion creates blockages within the sewer pipe that can lead to sewer backups

Inactive sewer connections are completely isolated which reduces water infiltration and root build-up

City of Mountain Iron Wellhead Protection Plan

As a result of amendments to the Safe Drinking Water Act, the federal government requires states to establish a wellhead protection plan. This program is designed to provide safe drinking water to the public, and protect drinking water from potential sources of contamination. The Minnesota Department of Health requires all communities and owners of water distribution systems in Minnesota to complete a wellhead protection plan. As a Reminder, the City of Mountain Iron completed and received approval for the required Wellhead Protection Plan. A copy can be found on the Cities Webpage <https://mtniron.com/utilities/water-department/>.



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

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

January 3, 2019

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

Re: Mountain Iron Water Tower Project
City of Mountain Iron
Project No. MI19-CE

Dear Mr. Wainio,

After discussing the water tower project with staff, I requested a proposal from KLM engineering. To proceed with this project, Benchmark Engineering, Inc. is requesting city council authorization to prepare the plans and specifications.

Water Tower project typically are bid on early in the year, after completion of the plans and specification, a plan and specification will be sent to the Department of Health for review and approval. A plan and specification will also be provided to the City for review and approval, prior to calling for Bids.

Enclosed please find the proposal from KLM Engineering for your review. Council Authorization is needed to begin with the plans and specifications.

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

Sincerely,
Benchmark Engineering, Inc.

Alan Johnson, P.E.
Project Engineer
PC: Mr. Tim Satrang, Public Works Director
Enclosure

January 2,
2019

Proposal for
Reconditioning Services



City of Mountain Iron, Minnesota 400,000 Gallon Hydropillar Slate Street Tower

Our inspections are performed by a professional staff with current and proper credentials. Our inspectors, who work directly under our Structural Engineer and Project Supervisor, are certified as both NACE and AWS inspectors. Each employee takes ownership of their project. Our professional staff has a combined 150 years of experience and have successfully completed over 450 rehabilitations of water tanks of various sizes. The KLM staff is fluent in the current codes and standards for new and reconditioned water tower projects.

KLM inspectors accept or reject the workmanship of the day. The main reason owners hire a professional consultant is to protect the owner's investment. The average tank without a professional inspection usually needs to be repaired after fifteen years compared to KLM projects, which are lasting 22 or more years.

No firm receives respect from tank contractors and subcontractors like KLM. Our role is to provide quality assurance and enforce the specification. KLM is very thorough with our documentation of what and how the work is being performed each day. KLM's reputation of quality is second to none. We stand behind every project we work on.

KLM would like to assist you with our expertise on quality control which will make this a successful project for many years to come. By selecting KLM, you can be assured that the project will be completed to your satisfaction.

We look forward to working with you.

Sincerely,

KLM Engineering, Inc.



Dewey Prinzing
Sales Manager
dprinzing@klmengineering.com





Proposal

Project Work Plan

Upon execution of a contract or signed proposal for Engineering and Inspection Services, KLM Engineering, Inc. proposes the following schedule to perform the proposed work utilizing the listed project team.

Mountain Iron order to proceed:

1. Design Services
Completed as Required
2. Construction Management
2019 Construction Season
3. Inspection Services
2019 Construction Season



Water Tower Containment

Scope of Work

KLM proposes to provide the technical specifications and to perform related services listed above, in conformance with the enclosed Terms & Conditions for a fixed fee of \$6,500.00. KLM will forward the technical specification to Benchmark. KLM requests the opportunity to review the preliminary specification prior to submission for state approval. Benchmark will conduct the bid opening. This phase of the project will be billed upon submittal of the preliminary technical specifications.

Specifications

The project specifications will include:

- | | |
|-----------|---|
| Section A | <u>Advertisements for Bids</u> (Benchmark)
This section provides a detailed description of the project and meets the requirements for legal advertisements. |
| Section B | <u>Instruction to Bidders</u> (Benchmark)
This section provides precise instructions to bidders including the scope of work, insurance, payments, time of completion, bidder qualifications, taxes and permits, legal requirements, performance and payment bonds and other important project information. |
| Section C | <u>Proposal</u> (Benchmark)
This section contains the bid proposals; construction time frame alternate bid proposals, legal requirements, and the bidder and subcontractor qualification forms. |

- Section M Existing Paint Test Results (KLM)
This section contains paint chip test results for lead and chromium used to calculate the risk factor and classification of containment required for conformance with Federal and State Environmental Regulations.
- Section N Lettering and Logo (Benchmark & KLM)
If required, this section includes drawings of any required lettering and logo.
- Section O Additional Owner Specification Requirements (optional) (Benchmark)
This section is available for additional Owner Specification requirements.

Design

KLM will also perform at a minimum, the following related specification services:

- Produce preliminary and completed copies of the technical specification for the engineer and owner.
- Review plans and specifications with the owner/engineer.

Documentation of the Project

KLM will provide electronic documentation of the following:

- | | |
|-----------------------|----------------------------------|
| ▪ Submittals | ▪ Daily Digital Photo's |
| ▪ Daily Logs | ▪ Weekly Summary |
| ▪ Weather Logs | ▪ Weekly Meeting Minutes |
| ▪ Surface Preparation | ▪ Project Acceptance Certificate |

KLM and the City of Mountain Iron retain this documentation for future reference.

Construction Observation (KLM)

The inspector assigned to this project will be a NACE Trained Coating Inspector and/or AWS Certified Welding Inspector. All our inspectors have extensive practical experience and knowledge of water storage tank reconditioning. They are experienced sandblasters, painters, climbers, riggers, coating inspectors, welders and welding inspectors which allow the inspector to perform inspections alongside the contractor to ensure conformance to the project specification.

At a minimum, the field inspections will include the following:

- A preconstruction meeting with the client and contractor to clearly define the role of the Engineer and Inspector and to discuss the intent of the specifications.
- Monitoring and approval of the structural repairs and modifications for conformance to the specifications.
- Inspection of the abrasive blasting media and equipment for conformance to the specifications and to prevent contamination of surfaces during surface preparation with moisture and oil or other contaminants.
- Monitoring the paint removal and abatement process for conformance to the specifications and environmental regulations.
- Monitoring the contractors mixing and application of the coatings for conformance to the specifications and the coating manufacturer's recommendations.
- Approving surface preparation samples.
- Recording the contractor's progress for adherence to the construction schedule.
- Submittal of daily and weekly inspection reports. Prepare and file copies of the reports on construction activities.
- Review progress payments.
- Coordinate and review testing of materials for conformance to the specification and environmental regulations.
- Work directly with residents and property owners to answer questions and respond to Construction related issues.
- Monitor punch list items and subsequent corrective action by the contractor.
- Final inspection, substantial completion, and project acceptance.

The duration of the field inspection depends upon the construction schedule alternate selected during the bid evaluation process and on the time, it takes the contractor to perform the structural repairs and coating work.

Deliverables

- TCLP Testing and Waste Tracking
- Construction Services based on the KLM inspection report
- Electronic documentation of the project including photographs
- As-Built drawings
- Full time onsite NACE inspections during reconditioning
- Warranty inspection

Terms & Conditions

The attached Terms & Conditions are part of the agreement between KLM and the City of Mountain Iron unless otherwise agreed to in writing by both parties.

The Fee Schedule used by KLM while our personnel are working on the project is the current Fee Schedule and will not be changed during the project duration.

Services performed by KLM Engineering, Inc. for this project will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in this area under similar budget and time restraints.

Additional Information

Additional information can be found at KLM's website at: www.klmengineering.com

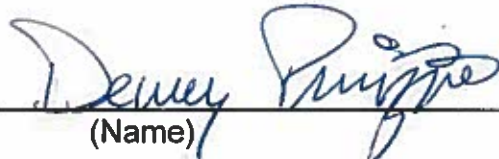
Agreement

If the City of Mountain Iron finds this proposal acceptable, please sign and return this page by mail, fax, or email. We can begin work immediately once a contract has been executed.

This agreement, between the City of Mountain Iron, Minnesota and KLM Engineering, Inc. of Woodbury, Minnesota is accepted by:

(Name) (Title) City of Mountain Iron,
Minnesota

(Date)


(Name) Sales Manager KLM Engineering, Inc.
(Title) Woodbury, Minnesota

January 2, 2018
(Date)

Sincerely,

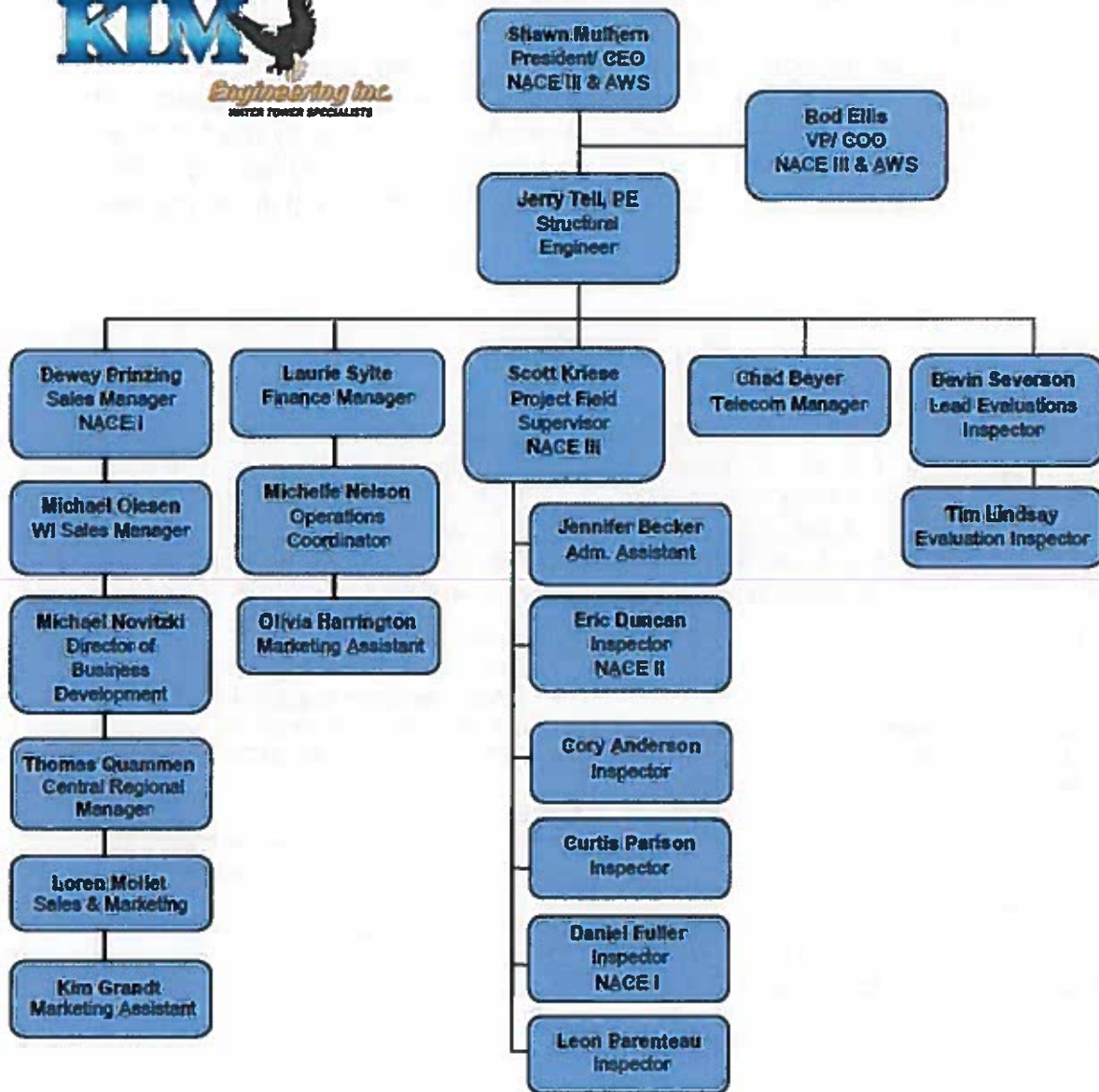
KLM ENGINEERING, INC.

Dewey Prinzing

Sales Manager

Email: dprinzing@klmengineering.com

U:\Proposals\Mountain Iron, MN Recon\4. Proposal Mountain Iron.Docx



**** All inspectors work directly under a Professional Engineer and a NACE Certified Project Supervisor ****

Rodney J. Ellis- Vice President/ COO



Mr. Ellis has extensive experience working with a wide range of municipalities, military and industrial facilities. He has worked on hundreds of water storage reservoirs, lead abatement projects, industrial tank reconditioning projects, water treatment plants, and bridges over the past 28 years. Rodney is a NACE Level III Certified Coatings Inspector, and an AWS Certified Welding Inspector. Rodney offers significant benefits to clients because of his work with all types of contractors on many types of complex projects. He has the ability to produce positive results under the most adverse conditions.

EDUCATION

Mount Scenario College

Fighting Forest Fires- Federal Dept. of Natural Resources

ASNT- Non-destructive Testing Course (Level I Magnetic Particle)

ASSOCIATIONS

- American Welding Society (AWS)
- National Association for Corrosion Engineers (NACE)

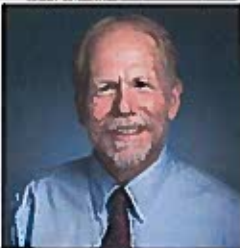
CERTIFICATIONS

- NACE III- Inspector No. 1686
- AWS- Welding Inspector No. 95040714
- API 653- Aboveground Storage Tank Inspection
- NDE- Level II UT, PT, MT, VT, RT & Vacuum Box
- OSHA 10

EXPERIENCE

- KLM Engineering, Inc.- Vice President/ COO
- AEC Engineering, Inc.- NACE Certified Coatings Inspector
- Neumann Company Contractors, Inc.- Industrial Sandblaster & Painter

Jerry Tell, PE- Manager of Engineering



Mr. Tell is a registered Professional Structural Engineer who has held licenses in multiple states. Jerry has a strong background in: structural design of plate structures including heavy lift cranes, water filtration tanks, bulk material silos/bins and elevated structures. Jerry brings to KLM experience in engineering management with an emphasis on multi-million-dollar projects. Jerry offers KLM clients a dedication to quality workmanship and extensive skill sets in structural analysis and designs.

EDUCATION

Bachelor of Science- Civil Engineering- University of Minnesota

PROFESSIONAL ENGINEER LICENSES

- Minnesota #15524
- South Dakota #13466
- Wisconsin #25409-6

EXPERIENCE

- AmClyde Engineered Projects- Principal Structural Engineer
- KLM Engineering, Inc.- Manager of Engineering



Laurie Sylte- Finance Manager

Mrs. Sylte has been in the finance management industry for over 20 years. Of these years, 15 are specific to water storage systems. Laurie excels in project support and budget management for tanks ranging from 25,000 to over a million gallons. She works directly with clients to ensure accounting and budget timelines are met and executed to city/or council requirements.

EDUCATION

- Wisconsin Indianhead Technical College

EXPERIENCE

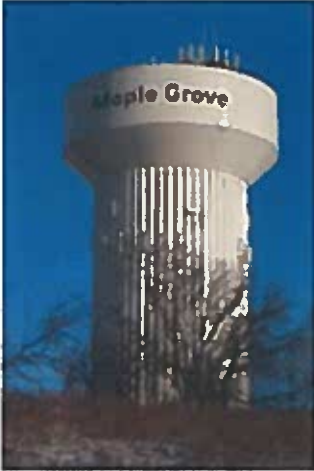
- KLM Engineering, Inc.
 - Finance Manager
 - Office Manager
- Somerset Telephone - Finance
- St. Croix Telephone - Finance

References

The following list contains a hand full of projects completed by KLM in the past five years. In all, KLM averages 15-20 reconditioning projects per year. A more complete list of references can be provided upon request.

Reconditioning Projects

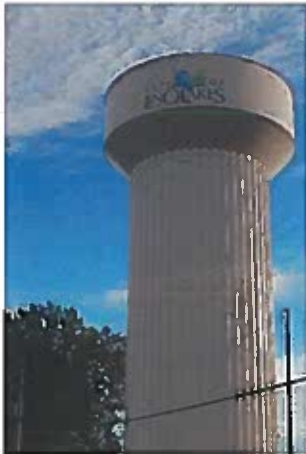
- City of Eden Prairie, MN
2,000,000 Gallon Composite- Market Center/ Clock Tower
KLM Project No. MN2829
Rick Wahlen, 952-949-8530
8080 Mitchell Rd. Eden Prairie, MN 55344
- City of Sauk Rapids, MN
500,000 Gallon Single Pedestal- Tower No. 2
750,000 Gallon Standpipe- Summit Avenue
KLM Project No. MN320 and MN3344
Jack Kahlhamer, CPA, 320-258-5300
115 2nd Ave. N. Sauk Rapids, MN 56379
- Austin Public Utilities (Austin, MN)
1,000,000 Gallon Elevated Water Tower- Belair Tower
KLM Project No. MN2446
Todd Jorgenson, 507-433-8886
500 4th Ave. NE. Austin, MN 55912
- Hibbing Public Utilities (Hibbing, MN)
1,000,000 Gallon Hydropillar- Highland Park Tower
KLM Project No. MN2678
Corey Lubovich, 218-262-7700
401 E. 21st St. Hibbing, MN 55746
- City of St. Louis Park, MN
1,000,000 Gallon Elevated Water Tower- Tower No. 3
KLM Project No. MN2435
John Laumann, 952-924-2562
5005 Minnetonka Blvd. St. Louis Park, MN 55416
- City of Chaska, Minnesota
1,500,000 gallon Hydropillar- Industrial Park/North Tower
KLM Project No. MN1599
Matt Haefner, 952-448-4335
1 City Hall Plz. Chaska, MN 55318
- City of Maple Grove, Minnesota
1,500,000 gallon Hydropillar- Fish Lake Tower
KLM Project No. MN2326
Jim Sadler, 763-494-6377
PO Box 1180 Maple Grove, MN 55311
- City of Shoreview, MN
1,500,000 Gallon Hydropillar- Tower No. 1/South Tower
KLM Project No. MN2773
Dan Curley, 651-490-4600
4600 Victoria St. N. Shoreview, MN 55126
- City of Apple Valley, MN
2,000,000 Gallon Ground Storage Reservoir- Nordic Reservoir
KLM Project No. MN1955
Carol Blommel-Johnson, 952-953-2441
7100 W. 147th St. Apple Valley, MN 55124
- City of Lakeville, MN
2,000,000 Gallon Ground Storage Reservoir- Dakota Heights Reservoir
KLM Project No. MN2565
Dana Bjork, 952-985-2700
20195 Holyoke Ave. Lakeville, MN 55044
- City of Mendota Heights, MN
2,000,000 Gallon Hydropillar- Lexington Ave. Tower
KLM Project No. MN2643
Ryan Ruzek, PE, 651-452-1850
1101 Victoria Curv. Mendota Heights, MN 55118
- City of Red Wing, MN
1,800,000 Gallon Ground Storage Reservoir- Hiawatha Hills Reservoir
4,000,000 Gallon Ground Storage Reservoir- Longridge Reservoir
3,200,000 Gallon Ground Storage Reservoir- Palomino Tank
KLM Project No. MN2401, MN2570, and MN1760
Bob Stark, 651-385-5112
315 W. 4th St. Red Wing, MN 55066
- City of Plymouth, MN
3,000,000 Gallon Hydropillar- 101/55 Tower
KLM Project No. MN2852
Scott Newberger, 763-509-5955
3400 Plymouth Blvd. Plymouth, MN 55447
- City of Eagan, MN
4,000,000 gallon Ground Storage Reservoir- Deerwood Reservoir
KLM Project No. MN2789
Jon Eaton, 651-454-8535
3830 Pilot Knob Rd. Eagan, MN 55122



City of Maple Grove, MN Fish Lake Tower

Reconditioning of: 1,500,000 Gallon Hydropillar

- **Dates of Service:** 2011 Mixer, 2014 Evaluation Services, 2015 Reconditioning
- **Conditions & Services:** This water tower project included a pre-assessment of the conditions, including an updated engineer cost estimate. Plans and specifications were approved as well as a qualified contractor during the bid process. KLM worked with the contractor on submittals including coating selection, drawing reviews, scheduling and more. KLM's Antenna Division worked with multiple cellular carriers to coordinate efforts of relocating cellular equipment to temporary locations during the reconditioning of the tower. KLM conducted weekly meetings on site to synchronize the efforts of the city, engineer, and contractor(s) as the project commenced. The project was successful being completed on time and within budget.



City of Lino Lakes, MN Tower No. 1

Reconditioning of: 1,000,000 Gallon Single Hydropillar

- **Dates of Service:** 2013 Floatdown Evaluation Services, 2016 Reconditioning Services
- **Conditions & Services:** KLM performed a floatdown evaluation of Tower Number 1. KLM worked with the Utilities Supervisor on the project to provide plans and specifications. A qualified contractor was selected to perform the reconditioning of the tower. A full containment system was utilized during the project. KLM provided construction management, full time AWS, NACE inspectors, and antenna management throughout the project. A new logo was painted on two sides of the tower; choosing Tnemec Hydroflon for the topcoat on the exterior of the tower. The tower can be seen from Hwy 35W & 23.



City of Sauk Rapids, MN Summit Avenue Standpipe

Design Build of: 750,000 Gallon Standpipe

- **Dates of Service:** 2015 Evaluation Services, 2016 Reconditioning, 2016 Mixer
- **Conditions & Services:** KLM was contracted to perform structural and coating repairs on the interior and exterior caused by ice damage. Before the project began, an evaluation was completed to quantify the amount of structural repairs and coating replacement required. In addition to the structural and coating repairs, KLM provided the City with a new GS-12 mixer and SCADA control box to combat future ice issues. The project was completed on time and within budget.



KLM Support Documents

KLM ENGINEERING, INC.
TERMS AND CONDITIONS

1. **BASIC SERVICES.** The scope of KLM's work is described in the attached proposal or contract agreement and may not be expanded or reduced except by mutual agreement in writing.
2. **ADDITIONAL SERVICES.** Additional work or services shall not be performed without a duly executed change order or purchase order outlining the scope of additional work on services.
3. **OWNER'S RESPONSIBILITIES.** OWNER shall fully disclose to KLM its knowledge of the condition of the structure and its past and present contents and shall provide KLM with full information regarding the requirements for the project; shall designate an individual to act on OWNER'S behalf regarding the project. If necessary, shall clean and make the structure safe for entry; shall furnish the service of other consultants (including engineers, insurance consultants, accountants, attorneys, etc.) when those services are reasonable required or are reasonably requested by KLM; shall test for pollution and hazardous materials when required by law or requested by KLM; and shall provide all necessary permits and other authorization.
4. **SAFETY.** KLM shall only be responsible for safety of KLM personnel at the work site. The Owner or other persons shall be responsible for the safety of all other persons at the site. Owner shall inform KLM of any known or suspected hazardous materials or unsafe conditions at the work site. If, during the course of the work, such materials, or conditions are discovered, KLM reserves the right to take measures to protect KLM personnel and equipment or to immediately terminate services. Owner agrees to be responsible for payment of such additional protection costs. Upon such discovery, KLM agrees to immediately notify the Owner in writing, of the hazardous materials or unsafe conditions.
5. **HAZARDOUS MATERIALS.** Unless agreed in the scope of work KLM has no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials at the project site. To the full extent permitted by the law, OWNER shall defend and indemnify KLM and its employees from all claims, including costs and attorney fees, arising out of the presence of hazardous materials on the job site.
6. **SITE ACCESS AND RESTORATION.** Owner will furnish KLM safe and legal site access. It is understood by Owner that in the normal course of work, some damage to the site or materials may occur. KLM will take reasonable precautions to minimize such damage. Restoration of the site is the responsibility of the Owner, unless agreed to in the scope of work.
7. **STANDARD OF CARE.** KLM will perform services consistent with the level of care and skill normally performed by other firms in the profession at the time of this service and in the geographic area, and under similar budgetary constraints. No other warranty is implied or intended.
8. **SCHEDULING.** Prior to scheduling the OWNER shall furnish a written purchase order or request for the services required and shall give as much notice as possible in advance of the time when the services are desired. Our ability to respond to such an order will depend upon the amount of advance notice provided. If an inspection is canceled or delayed after KLM personnel and/or equipment are in transit to the work site, then the OWNER shall be billed, according to the TERMS AND CONDITIONS, for costs incurred by KLM.
9. **INSURANCE.** KLM will maintain worker's compensation insurance and comprehensive general liability insurance and will provide OWNER with a certificate of insurance upon owner's request.

18. **ARBITRATION FEES.** The prevailing party to any dispute arising out of this AGREEMENT shall be entitled to recover its reasonable fees and costs from the other party.

19. **JOB SITE IMAGES, PHOTOGRAPHY AND VIDEO.** During the term of this contract and thereafter, KLM has permission to take still photographs or video of the site for training, documentation, education or promotional purposes. A signed agreement constitutes the Owner's written permission to use the photographic image or video in the manner described herein. The only identifiable information to be used by KLM will be the Owner's name as displayed on the image. Acceptance of these terms and conditions is considered a legal release by the Owner allowing KLM to use of photographic images as described herein.



IS A PROMISE

REQUESTING PERMISSION FROM
THE COUNCIL TO OPERATE THE
LIGUON DUTIES ON THE FOLLOWING
DATES FEB 2ND, FEB 16th AT
THE MT IRON CIVIC CENTER —

SUBMITTED BY: LOREY FLAMM
OWNER FLAMMERS BROS
VA. MN 55792

Dear City of Mountain Iron,

The Y is now...as it has always been...when the true power of the human spirit is enhanced. Every day, on the Iron Range, we teach, connect, heal, and empower "us" who live in these communities. Together, we make a difference in the lives of every individual we serve.

After serving our community for over 100 years, we are at its best. We work to ensure that every person is healthy and thrive, and we are in service of making a difference in the lives of every individual we serve.

The Mesabi Family YMCA is proud to be the Mountain Iron Civic Center's great community event feature: Social Hour, Silent & Live Auction, and more.

We need your support for our programs and services. Please consider a Table Sponsorship to help us make a difference in the lives of every individual we serve.

Yes, you know the difference we can make. Your Corporate Table Sponsorship will help us live in them stronger.

For a better you. For a better community.

Sincerely,

Steffanie Osborne
Director of Membership & Fundraising
Mesabi Family YMCA
8367 Unity Drive
Virginia, MN 55792
218-749-8020 ext 20
sosborne@mesabilymca.org
Federal Tax ID: 41-14



Our Mission, Our Values

YIA maintains and supports quality programs for students in grades 9-12. We promote positive youth development and public service values, and encourage St. Louis County youth to become young leaders who are better engaged with their communities. At the same time, we work to bring positive changes to Minnesota through partnerships with area businesses, organizations and elected officials.

St. Louis County Extension Office Contact Information

Duluth:

Patty Swedberg, Administrator
(218) 733-2879

swedbergp@stlouiscountymn.gov

Tyler Erickson, Coordinator
(320) 808-6731

ericksont@stlouiscountymn.gov

Elise Rigney, Coordinator
(218) 409-5975

rigneye@stlouiscountymn.gov

Nicole Baxton, Support Staff
(218) 733-2871

baxtonn@stlouiscountymn.gov

A.P. Cook Building
2503 Rice Lake Road
Duluth, MN 55811
(218)733-2870

Virginia:

Taryn Burnett, Coordinator
(218) 966-9061

burnett2@stlouiscountymn.gov

Angela Zavodnik, Coordinator
(218) 780-9109

zvodnika@stlouiscountymn.gov

Sarah Westerberg, Support Staff
(218) 471-7598

westerbergs@stlouiscountymn.gov

Northland Office Center
307 1st St. S., Suite #105
Virginia, MN 55792
(218)749-7120

www.stlouiscountymn.gov
www.yiamn.org

January 4, 2019

Greetings,

St. Louis County Youth Coordinators and students are enthusiastically planning their 24th Annual Young Leaders Conference:

Make a Difference 2019.

On February 11th, we plan to host over 350 high school students from Cherry, Chisholm, Duluth Denfeld, Duluth East, Duluth Marshall, Ely, Eveleth/Gilbert, Hermantown, Hibbing, Mesabi East, Mountain Iron/Buhl, Northeast Range, Northwoods, Proctor, South Ridge and Virginia. The conference educates and inspires attendees through workshops facilitated by students and a professional keynote speaker. Our goal is for youth to recognize they can make a positive difference through good decision making, offering support to others or becoming active in community service projects and civic events.

Conference expenses are estimated at \$50 per student. Community contributions are helpful to cover expenses for a keynote speaker, curriculum materials, banquet lunch and entertainment. The St. Louis County Board is a primary sponsor of this event. We hope you will consider making a contribution as well in support of this great opportunity for St. Louis County students. A contribution form is enclosed.

St. Louis County, Partners Board, and school Advisors are excited to be part of this educational event. Feel free to contact us with questions about the conference or other Youth in Action activities.

Thank You for your continued commitment.

Sincerely,

St. Louis County Extension Office and Youth in Action Program
Partners Advisory Board of Northern St. Louis County



St. Louis County Youth in Action participants volunteer within schools and perform community service work with local communities. Examples of projects are below; Visit our website for additional activity information.

- Service Learning Trip to Twin Cities, Lobbying Day at the State Capitol
- Pepsi Challenge, Range Mental Health Dinner, United Way, Project Warmth, Eveleth Foundation, Eveleth Elks, Katherine's House, Mesabi Humane Society, Festival of Trees, Ruby's Pantry, Community Connect, Memorial Blood Drives, Dustin Damm Memorial Walk, Operation Smile, Kids Closet, Earth Day, Boo at the Zoo and Natural Harvest Food Co-op
- Adopt-A-Highway, Duluth Parks & Recreation projects
- Holiday gift wrapping, Holiday bell ringing, Santa's helpers, Bentleyville
- Nursing home visits, recycling programs, Kids Voting, Hats off to Diabetes, clothing drives, book drives, Health Hound Ambassadors
- Habitat for Humanity projects, Bullying education in area schools
- Cardboard Box City to raise awareness to homelessness
- Food Drives: distribute to food shelves benefitting our local communities

Yes! I would like to support the 24th annual Young Leaders Conference:

Make a Difference 2019

on February 11, 2019 at Fortune Bay Resort.

Please use my gift to help more students attend this event.

- | | |
|------------------------------|-----------------------------|
| ● One Student-\$50 _____ | ● Five Students-\$250 _____ |
| ● Two Students-\$100 _____ | ● Six Students-\$300 _____ |
| ● Three Students-\$150 _____ | ● OTHER AMOUNT _____ |
| ● Four Students-\$200 _____ | |

Please make your check payable to "St. Louis County"

And send to:

St. Louis County Extension Office
Northland Office Center
307 1st Street South, Suite #105
Virginia, MN 55792

NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____ PHONE #: _____

Thank You for contributing to the youth of St. Louis County!

Your generosity is a commitment to the future leaders of our communities.





FOR YOUTH DEVELOPMENT™
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

January 7, 2019

Dear Mr. Skalko,

I am writing on behalf of the Mesabi Family YMCA and requesting a donation to help cover the cost of the rental of the Community Center Building for our Community event on January 12, 2019.

The YMCA is sponsoring a Mother/Son Dance with Moms, Aunts, and Grandmas all invited to put on the Bling and grab their favorite little partner and dance the night away at a fun filled family orientated event!

Please consider a donation to help us defer the cost of hosting this event.

Sincerely,

Andrea S. Wilson
CVO, Chief Volunteer Officer
Mesabi Family YMCA