



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, FEBRUARY 4, 2019

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, FEBRUARY 4, 2019 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda
 - A. Minutes of the January 22, 2019, Regular Meeting (#1-6)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications

- III. Public Forum
- IV. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Merritt Days Spending (#7-8)
 - 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 Attorney's Report
 - G. City Engineer's Report
 - H. Fire Department's Report
 - 1. Hire Firefighter (#9)
 - 2. Officer Postings (#10-13)
 - I. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Reschedule Next Regular Meeting (#14)
 - B. Request to Serve Alcohol at the Community Center (#15)
- VII. Communications (#16)
- VIII. Announcements
- IX. Adjourn

Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
January 22, 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; and Al Johnson, City Engineer.

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

1. Approve the minutes of the January 07, 2019 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 January 1-15, totaling \$390,075.41 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period January 1-15, totaling \$488,292.27 (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:

- Huge blessing and miracle that Jayme Closs from Northern Wisconsin was found safe and alive
 - Thank you Angie Rebie for the article in the paper about the City of Mountain Iron
1. The City is in excellent financial condition.
 - a. Reserves are solid.
 - b. First City tax levy increase of 3% in December 2018, in the last nine years
 2. New Housing Development:
 - a. Unity II Addition. Three new homes were built, making a total of 22 constructed. This development brings in not only new people to the community but adds a tax base of roughly seven million to the community
 3. Economic Development Authority Projects completed in 2018:
 - a. South Forest Grove. One house built, bringing the total to six new homes in the Addition.
 - b. Woodland Estates. Three lots sold with two patio homes built within the addition, construction being done by White Pine Builders, Roughly 30 acre area, with this addition including all the amenities.
 - c. Rock Ridge Development. Total of seven business located within the development, creating roughly 200 jobs within the area. This development brings a tax base of roughly over 29 million to the community.
 4. Economy projects in 2018:
 - a. New Mountain Iron-Buhl High school and Sports complex opened in September 2018, built next to Merritt Elementary
 - b. Fairview Clinic, started a 3,000 sq. ft. expansion of project, with completion in 2019

- c. Heliene, USA opened doors, only Solar plant within the State of Minnesota producing solar panels
- d. Iron Range Tykes Learning Center, 8,500 sq. ft. childcare facility opened its doors
- 5. Street Project 2018:
 - a. Intersection of 169/County Road 7/Enterprise Drive North, which was a joint collaboration between St. Louis County, The State of Minnesota and the City of Mountain Iron. The cost to the City was \$400,000, cost was defrayed due to a Grant received from the State of Minnesota
- 6. Projects proposed for 2019:
 - a. 70-unit Market-rate Apartment Complex, located west of Lake Country Power in the Rock Ridge area
 - b. 250-seat Convention/Conference Center with an attached Brewery & Pub, located in Rock Ridge area
 - c. New Holiday Inn Express located in the Rock Ridge area
 - d. County Road 103 (Mud Lake Road), complete overlay, starting mid-to-later July
 - e. South Grove recreation complex updates/improvements
- 7. Conclusion:
 - a. Economy on the Range. Due to all of the development and businesses within Mountain Iron when property taxes are collected, 70% of the money comes from businesses, with 30% coming from residential property owners. The City of Mountain Iron and Economic Development Authority would like to continue to work with businesses to bring them to areas of Mountain Iron. The goal is to continue to keep working hard and to keep moving forward to make our City the best place possible to live and work.

It was moved by Skalko and seconded by Prebeg to appoint Jacob Osell to the Utility Advisory Board, with his term expiring on December 31, 2021. The motion carried.

It was moved by Skalko and seconded by Prebeg to appoint Brett Renzaglia to the Utility Advisory Board, with his term expiring on December 31, 2021. The motion carried.

City Administrator:

- CDBG Board Presentation and process at the Community Center –recommended for a grant to complete another section of slip-lining sewers in Downtown Mountain Iron

Director of Public Works

- Discussed the results of the section of sewers that had the slip-lining process completed (Cured in Place Pipe, CIPP) used to help protect pipelines from corrosion, restore structural integrity, reduce infiltration, help eliminate leaking joints, improve water quality and increase pipeline flow capacity
- Tri-Cities and Bio-solids employee, John Seurer is retiring- big thank you for his years of service

Library Director/Special Events Coordinator:

- January 2nd - March 31st Winter Reading program for Adults and children
 - Goal of 20,000 reading minutes for City of Mountain Iron
- Family Reading time in full swing
- Working on April Easter Egg Hunt
 - Taking ideas and suggestions for Easter Egg Hunt

City Engineer:

- No formal report

It was moved by Prebeg and seconded by Buria to approve the authorization of Benchmark Engineering and KLM Engineering to prepare plans and specifications, which will be sent to the Department of Health for review for the Water Tower project. The motion carried.

It was moved by Prebeg and seconded by Stanaway to authorize Flaimer’s Bar to serve alcohol at Wedding Receptions scheduled for February 2nd and February 16th at the Mountain Iron Community Center. The motion carried.

The council reviewed the list of communications.

It was moved by Prebeg and seconded by Stanaway to donate \$500 to the Mesabi Family YMCA Dinner & Auction Fundraiser event, Thursday, April 4th at the Mountain Iron Community Center, monies to come from the Charitable Gambling Fund. The motion carried unanimously on roll call.

It was moved by Stanaway and seconded by Skogman to donate \$500, to the St. Louis County Iron Range Youth in Action program, “24th Annual Young Leaders Conference,” monies to come out of the Charitable Gambling Fund. The motion carried unanimously on roll call vote.

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

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Distribution Summary

Category	Distribution	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	1,100.00
BUILDING RENTALS	COMMUNITY CENTER	475.00
BUILDING RENTALS	NICHOLS HALL	25.00
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	1,649.88
COPIES	COPIES	.25
FINES	CRIMINAL	314.15
INTERGOVERNMENTAL REVENUE	GRANTS RECEIVABLE	13,341.16
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	.00
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	.00
INTERGOVERNMENTAL REVENUE	MN/DOT-HWY 169/MERRITT INTER.	113,757.92
LICENSES	ANIMAL	5.00
METER DEPOSITS	ELECTRIC	650.00
METER DEPOSITS	WATER	80.00
MISCELLANEOUS	ASSESSMENT SEARCHES	30.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	52,305.04
MISCELLANEOUS	DELTA DENTAL PAYABLE	1,556.30
MISCELLANEOUS	FAX CHARGES	.75
MISCELLANEOUS	REIMBURSEMENTS	2,389.26
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	375.02
PERMITS	BUILDING	166.45
UTILITY	UTILITY	201,854.23
Grand Totals		<u>390,075.41</u>

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/19	01/24/2019	152738	10056	A T & T MOBILITY	604-20200	3,182.80
01/19	01/24/2019	152739	10012	ABE ENVIRONMENTAL SYSTEMS, INC	101-20200	1,187.00
01/19	01/24/2019	152740	647	ANGELA REIMER	101-20200	200.00
01/19	01/24/2019	152741	10001	ARROWHEAD ECONOMIC OPPORTUNITY	101-20200	200.00
01/19	01/24/2019	152742	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	69.80
01/19	01/24/2019	152743	30054	BAKER TILLY VIRCHOW KRAUSE LLP	101-20200	4,943.00
01/19	01/24/2019	152744	20022	BENCHMARK ENGINEERING INC	101-20200	6,942.50
01/19	01/24/2019	152745	20039	BIOSOLIDS DISPOSAL SITE	602-20200	5,856.10
01/19	01/24/2019	152746	30055	BTAC ACQUISITION CORP.	101-20200	176.35
01/19	01/24/2019	152747	30084	CARDMEMBER SERVICE	603-20200	5,818.00
01/19	01/24/2019	152748	1098	CARISSA & JONATHAN EBNET	604-20200	3.88
01/19	01/24/2019	152749	170001	CENTURY LINK	101-20200	257.57
01/19	01/24/2019	152750	1099	CONNIE & MICHAEL ANDRESCIK	604-20200	78.23
01/19	01/24/2019	152751	140013	CORE & MAIN LP	601-20200	602.11
01/19	01/24/2019	152752	1901024	CTC	101-20200	566.20
01/19	01/24/2019	152753	260008	DANNY J. ZUPANCICH	101-20200	10.00
01/19	01/24/2019	152754	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,852.40
01/19	01/24/2019	152755	50048	ENERGY INSIGHT INC	604-20200	1,291.31
01/19	01/24/2019	152756	60008	FAIRVIEW CLINIC-MOUNTAIN IRON	101-20200	131.00
01/19	01/24/2019	152757	60055	FIRE SAFETY USA INC	301-20200	9,405.00
01/19	01/24/2019	152758	70016	GOPHER STATE ONE CALL INC	604-20200	50.00
01/19	01/24/2019	152759	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60
01/19	01/24/2019	152760	80037	HOMETOWN MEDIA PARTNERS	101-20200	57.00
01/19	01/24/2019	152761	1101	JAMES ANDERSON	604-20200	81.32
01/19	01/24/2019	152762	30096	JAMES HIPPLE	101-20200	50.00
01/19	01/24/2019	152763	110013	JERRY D KUJALA	101-20200	789.16
01/19	01/24/2019	152764	1102	JESSICA AVIKAINEN	604-20200	137.47
01/19	01/24/2019	152765	100027	JK MECHANICAL CONTRACTORS INC	301-20200	3,684.00
01/19	01/24/2019	152766	30095	JUSTIN BLAZEWCZ	101-20200	80.00
01/19	01/24/2019	152767	140065	KEITH NYMAN	101-20200	10.00
01/19	01/24/2019	152768	200055	KYLE TOMCZYK	101-20200	220.00
01/19	01/24/2019	152769	120006	L & M SUPPLY	101-20200	1,106.11
01/19	01/24/2019	152770	120032	LAKE COUNTRY POWER	101-20200	123.00
01/19	01/24/2019	152771	120005	LEAGUE OF MN CITIES INS TRUST	602-20200	65,889.00
01/19	01/24/2019	152772	1100	MARY LOU KIMBALL	604-20200	163.01
01/19	01/24/2019	152773	137	MESABI FAMILY YMCA	230-20200	700.00
01/19	01/24/2019	152774	130138	MIB YEARBOOK	101-20200	75.00
01/19	01/24/2019	152775	140026	MINNESOTA ENERGY RESOURCES	602-20200	4,862.10
01/19	01/24/2019	152776	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	9,845.00
01/19	01/24/2019	152777	130009	MINNESOTA POWER (ALLETE INC)	604-20200	127,872.43
01/19	01/24/2019	152778	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	577.57
01/19	01/24/2019	152779	130123	MORTON SALT, INC	101-20200	2,459.24
01/19	01/24/2019	152780	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	14,770.45
01/19	01/24/2019	152781	140071	NORTHEAST TECHNICAL SERVIES, INC.	601-20200	3,369.00
01/19	01/24/2019	152782	140016	NORTHLAND SECURITIES	101-20200	435.00
01/19	01/24/2019	152783	16007	PALE BLUE DOT LLC	101-20200	2,430.00
01/19	01/24/2019	152784	160037	PRAXAIR	101-20200	26.88
01/19	01/24/2019	152785	160030	PRECISION MACHINE	602-20200	100.00
01/19	01/24/2019	152786	160071	PURCHASE POWER	602-20200	1,500.00
01/19	01/24/2019	152787	170007	QUILL CORPORATION	602-20200	295.80
01/19	01/24/2019	152788	180021	RANGE ASSOC OF MUNICIPALITIES	101-20200	200.00
01/19	01/24/2019	152789	180009	RANGE RECREATION CIVIC CENTER	101-20200	6,577.20
01/19	01/24/2019	152790	1160	ROXANNE MCMILLEN	101-20200	300.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/19	01/24/2019	152791	190045	SERVICE SOLUTIONS	101-20200	23.00
01/19	01/24/2019	152792	190094	SERVICEMASTER CLEANING SERVICE	101-20200	681.60
01/19	01/24/2019	152793	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
01/19	01/24/2019	152794	90013	ST LOUIS CO.-IRON RANGE YOUTH	230-20200	500.00
01/19	01/24/2019	152795	190087	ST LOUIS COUNTY AUDITOR	101-20200	35.00
01/19	01/24/2019	152796	190012	SUMMIT COMPANIES	101-20200	410.00
01/19	01/24/2019	152797	200003	TACONITE TIRE SERVICE	101-20200	297.16
01/19	01/24/2019	152798	200028	TRI CITIES BIOSOLIDS DISPOSAL	602-20200	5,378.40
01/19	01/24/2019	152799	210001	UNITED ELECTRIC COMPANY	604-20200	4,236.52
01/19	01/24/2019	152800	220014	VIKING INDUSTRIAL NORTH	602-20200	313.00
01/19	01/24/2019	152801	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	55,145.76
01/19	01/24/2019	152802	220002	VIRGINIA SURPLUS (DBA)	603-20200	150.00
01/19	01/24/2019	152803	220020	VISA OR AMERICAN BANK CC PMT	101-20200	2,588.96
01/19	01/24/2019	152804	230028	WISCONSIN ENERGY CONSERVATION	604-20200	57.82
01/19	01/24/2019	152805	240001	XEROX CORPORATION	101-20200	809.21
Grand Totals:						404,824.02
PP-Ending 01/11						66,034.57
Sales & Use Tax - January 2019						17,433.68
TOTAL EXPENDITURES						\$488,292.27

COUNCIL LETTER 020419-IVA1

MAYOR GARY SKALKO

MERRITT DAYS

DATE: January 31, 2019
FROM: Mayor Gary Skalko
Craig J. Wainio
City Administrator

Cap the Merritt Days spending of public monies at \$7000, \$3000 on live music and \$4000 on a concert audio stage. Financial statement of 2018 Merritt Days enclosed.

EVENT: MERRITT DAY'S 2018 Cash Report

Date: August 4th-11th, 2018 CITY DONATED \$20,000 FOR ALL EVENTS

NAME OF PERSON/EVENT	WHAT FOR?	Event/For and Day:	Amount \$	Check/Cash Given To:
Treasure Hunt	See other list attached	Prizes	50.00	(\$200 allotted, only \$50 claimed)
Cash Awards	West 2 Rivers Events	Prizes	450.00	Peggy Anderson- see separate list
Cash Awards	Parade	Prizes	450.00	Peggy Anderson- see separate list
Divas	Live Music	Saturday	450.00	
Christopher David Hanson	Live Music	Saturday	450.00	
Yellow Journalism Submarine	Live Music	Friday	450.00	
Vitamin Brown Band	Live Music	Thursday	800.00	
Hometown Media	Advertising		496.00	
Hometown Media	Advertising		275.00	
Sullivan Candy	Parade	Saturday	357.70	
WEVE Radio	Advertising		940.00	
Brent Saari "Musical Styles of	Live Music	Wednesday	400.00	
Amazing Charles	Magic Show	Saturday	225.00	
Derrek Kinney "Merchants of Swill"	Live Music	Saturday	500.00	
Josh Lubovich "Average Mammals"	Live Music	Saturday	400.00	
Rapid Rental	Cotton Candy machine/ moonwalk		366.30	
T & E Concert Services	Concert Audio/ stage etc.		8875.00	
K Engraving & Trophy Shop	Car & Race Trophies		383.00	
Ink'd Graphic Plus	Tee Shirts		3410.00	
A1 Services	Restrooms, Chairs, tables		652.00	
				(as of 8/22/2018)
	<i>* of the \$20,000 allotted was spent on "Live Music & Concert Audio / Stage !!"</i>		<i>\$12,325</i>	
	<i>* Check the "minimal spent on Youth / family related activities. (\$1898)"</i>			
TOTAL			20,380.00	<i>(over \$20,000 limit)</i>

COUNCIL LETTER 020419-IVB1

FIRE DEPARTMENT

HIRE FIREFIGHTER

DATE: January 31, 2019

FROM: Craig J. Wainio
City Administrator

The Fire Department is recommending that Mr. Erin Marks be hired as a firefighter.

COUNCIL LETTER 020419-IVH2
PUBLIC HEALTH AND SAFETY
OFFICER POSTING

DATE: January 31, 2019

FROM: Public Health and Safety Committee

Gerry Knapper
Fire Chief

Craig J. Wainio
City Administrator

There are three vacant officer positions within the Fire Department, Assistant Chief, Captain-Training Officer and Assistant EMS Director. As per City Policy Number 2008-02 regarding the selection of officers for the Fire Department, it is stated that the City will internally post for these positions. Therefore, the Public Health and Safety Committee is recommending that the City Council authorize the posting for the positions of Assistant Chief, Captain-Training Officer and Assistant EMS Director. Enclosed are the postings for your consideration.

CITY OF MOUNTAIN IRON

INTERNAL POSTING

ASSISTANT FIRE CHIEF

The City of Mountain Iron is accepting applications for the position of Assistant Fire Chief for the term to expire on December 31, 2021. This position reports to the Fire Chief.

Responsibilities for this position are described in the Fire Chief Position Analysis.

Applications will be accepted until 4:00 p.m., February 15, 2019. Submit applications to Craig J. Wainio, City Administrator.

CITY OF MOUNTAIN IRON

INTERNAL POSTING

ASSISTANT EMS DIRECTOR

The City of Mountain Iron is accepting applications for the position of Assistant EMS Director for the term to expire on December 31, 2021. This position reports to the Fire Chief.

Responsibilities for this position are described in the Assistant EMS Director Position Analysis.

Applications will be accepted until 4:00 p.m., February 15, 2019. Submit applications to Craig J. Wainio, City Administrator.

CITY OF MOUNTAIN IRON

INTERNAL POSTING

FIRE CAPTAIN TRAINING OFFICER

The City of Mountain Iron is accepting applications for the position of Fire Captain Training Officer for the term to expire on December 31, 2019. This position reports to the Assistant Fire Chief.

Responsibilities for this position are described in the Fire Captain's Safety Officer Position Analysis.

Applications will be accepted until 4:00 p.m., February 15, 2019. Submit applications to Craig J. Wainio, City Administrator.

COUNCIL LETTER 020419-VIA

ADMINISTRATION

RESCHEDULE MEETING

DATE: January 31, 2019

FROM: Craig J. Wainio
City Administrator

The next City Council meeting is scheduled for Presidents Day so it will need to be rescheduled.



Mt. Iron · Virginia, Minnesota

5478 Mountain Iron Dr. Virginia, MN 55792

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

January 25, 2019

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: April 4, 2019 (YMCA Annual Dinner). 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
Dba: Sawmill Saloon & Restaurant

Expressions
FROM
Hallmark



LPH 5014A

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Annual Christmas
Party.*

*Mt. Iron
Senior Citizens
Club.*