



**MOUNTAIN IRON  
CITY COUNCIL  
MEETING**

**MONDAY, JUNE 3, 2019**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER**

**MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, JUNE 3, 2019 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Consent Agenda
  - A. Minutes of the May 20, 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
  - B. City Administrator's Report
    - 1. Temporary Seasonal Employees (#7)
  - 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. Secretary Position (#8)
  - H. Liaison Reports
- V. Unfinished Business
- VI. New Business
  - A. Ordinance Number 02-19 Amending City Code (#9-10)
- VII. Communications
- VIII. Announcements
- IX. Adjourn

# Page Number in Packet

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
May 20, 2019

Mayor Skalko called the City Council meeting to order at 6:32p.m. with the following members present: Councilor Joe Prebeg Jr., Alan Stanaway, Steve Skogman, 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; Al Johnson, City Engineer; Bryan Lindsay, City Attorney; and SGT John Backman, Sherriff's Department.

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

1. Add the following items to the agenda:
  - VI. B. Letter of resignation
2. Approve the minutes of the May 6, 2019, Local Board of Appeals and Equalization as submitted.
3. Approve the minutes of the May 6, 2019, regular meeting as submitted.
4. 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.
5. To acknowledge the receipts for the period May 1-15, totaling \$206,752.61 (a list is attached and made a part of these minutes).
6. To authorize the payments of the bills and payroll for the period May 1-15, totaling \$473,392.45 (a list is attached and made a part of these minutes).

The motion carried unanimously.

Public Forum:

- No one spoke during the public forum

The Mayor reported on the following:

- Condolences to the family and friends of Gladys Winans
- Happy Birthday to Claudia Skalko turned 70 on May 20<sup>th</sup>
- Happy Birthday to Tim Satrang celebrating birthday on May 21<sup>st</sup>

City Administrator:

- Received notice from St. Louis County that roadwork will start on County Rd 103 (Mud Lake Rd)
- IRRRB hopefully approve \$350,000 Grant at June 7<sup>th</sup> meeting to complete Mountain Iron Drive

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

Coaches:  
Champagne Schallert

Public Works:  
Mary Burke

Umpires:  
Beau Tapio

Caden Renzaglia

Alex Benkusky

The motion carried.

Director of Public Works:

- Any damage from Snow plows over the Winter Season, contact City Hall to be put on list for repair
- City of Mountain Iron Offices and Library will be closed on Monday, May 27, 2019 for Memorial Day Holiday
- NO garbage pickup on Monday, May 27<sup>th</sup> in observance of the Memorial Day Holiday, Monday's garbage collection will be picked up with the normal Tuesday trash collection

Sheriff's Department:

- No formal report

City Engineer:

- No formal report
- Be aware and respect Road Construction signs

City Attorney:

- No formal report

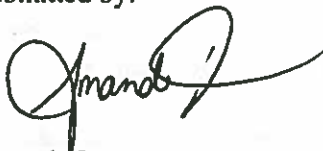
It was moved by Skogman and seconded by Stanaway to accept the recommendation of the Public Health and Safety Board and update the Mountain Iron Fire Department Fitness Reimbursement Policy, Number 2016-04, Adopted November 7, 2016. The motion carried.

It was approved by Prebeg and seconded by Buria to authorize Staff to seek quotes to repair the waterline leak at the Northeast corner of Highway 7 and Unity Drive. This repair would be part of a larger project to replace 150 feet of pipe to prevent future leaks on this main. The motion carried.

It was moved by Prebeg and seconded by Skogman to accept the letter of retirement from Scott Chandler from the position as an Equipment Operator, with an effective date of June 1, 2019. The motion carried.

At 6:53p.m., it was moved by Skalko and seconded by Buria that the meeting be adjourned. The motion carried.

Submitted by:



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

**Communications:**

1. Thank you from the Mesabi Family YMCA for the donation and support for the “2019 Mesabi Family YMCA Dinner & Auction Fundraiser.”
2. The annual hearing on unmined iron ore assessments for the 2019 year will be Tuesday, May 21, 2019 in the U.S. Bank Building at 10:00am.
3. St. Louis County Environmental Services Department’s 2019 Area B-CLEAN Business Hazardous Waste Collection Dates, Virginia Regional Landfill (HHW Building) August 14<sup>th</sup> by appointment. (218)741-8831

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20807	500.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	200.00
BUILDING RENTALS	SENIOR CENTER	101-36-6200-089	200.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	194.50
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	6,050.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	101-20803	209.61
CAMPGROUND RECEIPTS	PAVILION FEES	101-36-6200-091	300.00
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	446.38
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	604-37-4100-000	29.06
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	603-34-4400-003	140.00
LICENSES	ANIMAL	101-32-2100-000	25.00
METER DEPOSITS	ELECTRIC	604-22000	1,250.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	30.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	54,567.89
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	230-31-1010-000	203.89
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	1,540.70
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	101-36-6200-090	530.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	603-34-4400-011	49.50
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	10.90
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	101-21710	354.84
PERMITS	BUILDING	101-32-2100-000	46.00
SPECIAL ASSESSMENTS	INTEREST-SP.ASSESS.-BONDS ISSU	378-36-1020-000	74.82
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	378-36-1000-000	1,868.17
UTILITY	UTILITY	001-11105	137,931.35
Grand Totals			206,752.61

Report Criteria:

Report type: Summary  
 Check.Type = (<-) "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/19	05/23/2019	153189	10056	A T & T MOBILITY	101-20200	1,728.89
05/19	05/23/2019	153190	10070	A-1 RENTAL SERVICES INC	101-20200	74.12
05/19	05/23/2019	153191	130017	AMERICAN BANK	101-20200	534.84
05/19	05/23/2019	153192	10006	ANDERSON AUTO CENTER (DBA)	101-20200	398.81
05/19	05/23/2019	153193	1116	ANGEL BROWN	604-20200	257.44
05/19	05/23/2019	153194	456	ANGELA CARRIER	604-20200	153.18
05/19	05/23/2019	153195	747	ANMARIE MCLAUGHLIN	101-20200	200.00
05/19	05/23/2019	153196	20022	BENCHMARK ENGINEERING INC	602-20200	1,870.00
05/19	05/23/2019	153197	30055	BTAC ACQUISITION CORP.	101-20200	203.37
05/19	05/23/2019	153198	30084	CARDMEMBER SERVICE	603-20200	6,474.50
05/19	05/23/2019	153199	170001	CENTURY LINK	101-20200	202.08
05/19	05/23/2019	153200	751	CHERYL FERRIAN	101-20200	100.00
05/19	05/23/2019	153201	30009	CITY OF GILBERT	101-20200	1,912.80
05/19	05/23/2019	153202	130068	CLUB MESABI INC	101-20200	100.00
05/19	05/23/2019	153203	140013	CORE & MAIN LP	101-20200	834.63
05/19	05/23/2019	153204	836	CORINNE JORDAN	101-20200	100.00
05/19	05/23/2019	153205	1901024	CTC	101-20200	564.60
05/19	05/23/2019	153206	30029	CUMMINS NPOWER	101-20200	737.86
05/19	05/23/2019	153207	750	DEBBIE PAAKKONEN	101-20200	100.00
05/19	05/23/2019	153208	9034	DEBORAH ALTO	101-20200	100.00
05/19	05/23/2019	153209	40060	DELTA DENTAL OF MINNESOTA	101-20200	2,248.70
05/19	05/23/2019	153210	50048	ENERGY INSIGHT INC	604-20200	1,198.85
05/19	05/23/2019	153211	60008	FAIRVIEW CLINIC-MOUNTAIN IRON	101-20200	408.00
05/19	05/23/2019	153212	60006	FISHER PRINTING COMPANY	101-20200	687.00
05/19	05/23/2019	153213	6004	FRED FAUST	602-20200	250.06
05/19	05/23/2019	153214	70003	GREG CAUCCI	101-20200	581.15
05/19	05/23/2019	153215	80050	HIBBING COMMUNITY COLLEGE	101-20200	350.00
05/19	05/23/2019	153216	80037	HOMETOWN MEDIA PARTNERS	101-20200	18.38
05/19	05/23/2019	153217	90001	ILLINOIS LIBRARY ASSOCIATION	101-20200	521.02
05/19	05/23/2019	153218	1117	IONE TREMBATH	604-20200	83.42
05/19	05/23/2019	153219	1272	JENNIFER CISAR	101-20200	761.59
05/19	05/23/2019	153220	426	JENNIFER TIEDEMAN	101-20200	100.00
05/19	05/23/2019	153221	1114	JOHN HOLMES	604-20200	150.50
05/19	05/23/2019	153222	695	KRISTI ADDY	101-20200	100.00
05/19	05/23/2019	153223	379	KRISTIN FARLEY	101-20200	100.00
05/19	05/23/2019	153224	120006	L & M SUPPLY	101-20200	3,179.22
05/19	05/23/2019	153225	120032	LAKE COUNTRY POWER	101-20200	203.25
05/19	05/23/2019	153226	120002	LAWSON PRODUCTS INC	602-20200	85.53
05/19	05/23/2019	153227	120005	LEAGUE OF MN CITIES INS TRUST	101-20200	4,989.00
05/19	05/23/2019	153228	742	MARSHA LEVASSEUR	101-20200	200.00
05/19	05/23/2019	153229	130059	MCGRANN SHEA CARNIVAL STRAUGHN	604-20200	504.00
05/19	05/23/2019	153230	130004	MESABI DAILY NEWS	101-20200	78.52
05/19	05/23/2019	153231	507	MESABI RANGE YOUTH FOR CHRIST	101-20200	200.00
05/19	05/23/2019	153232	130133	MIDWEST PLAYSCAPES INC	101-20200	400.00
05/19	05/23/2019	153233	130044	MINNESOTA DEPT OF HEALTH	601-20200	1,485.00
05/19	05/23/2019	153234	140026	MINNESOTA ENERGY RESOURCES	602-20200	1,978.27
05/19	05/23/2019	153235	130009	MINNESOTA POWER (ALLETE INC)	604-20200	121,904.06
05/19	05/23/2019	153236	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	464.17
05/19	05/23/2019	153237	130015	MOUNTAIN IRON PUBLIC UTILITIES	601-20200	13,583.76
05/19	05/23/2019	153238	30001	NAPA AUTO PARTS	601-20200	319.99
05/19	05/23/2019	153239	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	97,997.50
05/19	05/23/2019	153240	150022	OTIS-MAGIE INS AGENCY INC	101-20200	204.00
05/19	05/23/2019	153241	160066	PACE ANALYTICAL SERVICES	601-20200	316.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/19	05/23/2019	153242	1271	PATRICE LOVALD	101-20200	33.11
05/19	05/23/2019	153243	160071	PURCHASE POWER	602-20200	1,500.00
05/19	05/23/2019	153244	180004	RANGE COOPERATIVES	101-20200	128.96
05/19	05/23/2019	153245	9022	RANGE MENTAL HEALTH CENTER	230-20200	250.00
05/19	05/23/2019	153246	180030	REINDERS, INC.	101-20200	872.00
05/19	05/23/2019	153247	711	RICHARD HOLWEGER	101-20200	200.00
05/19	05/23/2019	153248	180005	ROAD MACHINERY & SUPPLIES CO.	603-20200	506.59
05/19	05/23/2019	153249	748	SANDRA JOHNSON	101-20200	200.00
05/19	05/23/2019	153250	190004	SKUBIC BROS INC	101-20200	252.79
05/19	05/23/2019	153251	1270	SLAUKO PETEK	101-20200	125.09
05/19	05/23/2019	153252	230028	SLIPSTREAM	604-20200	230.32
05/19	05/23/2019	153253	5016	SONS OF NORWAY	101-20200	200.00
05/19	05/23/2019	153254	712	SUE ARVOLA	101-20200	200.00
05/19	05/23/2019	153255	5007	SUN LIFE FINANCIAL	602-20200	876.55
05/19	05/23/2019	153256	180023	TECH BYTES	101-20200	40.00
05/19	05/23/2019	153257	200020	THE TRENTI LAW FIRM	101-20200	1,738.15
05/19	05/23/2019	153258	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	52,202.61
05/19	05/23/2019	153259	220020	VISA OR AMERICAN BANK CC PMT	101-20200	2,045.83
05/19	05/23/2019	153260	749	VY NEWBERG	101-20200	100.00
05/19	05/23/2019	153261	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	4,823.48
05/19	05/23/2019	153262	240001	XEROX CORPORATION	101-20200	86.31

Grand Totals:

338,909.85

PP-Ending 05/17

117,236.86

Sales & Use Tax - April

17,245.74

**TOTAL EXPENDITURES**

**\$473,392.45**



**COUNCIL LETTER 060319-IVB1**

**PARKS & RECREATION**

**SUMMER WORKERS**

**DATE:** May 29, 2019

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

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Staff is seeking City Council approval to hire the following as summer temporary employees:

Coach:  
Dominic Warzecha

**COUNCIL LETTER 060319-IVG1**

**PERSONNEL COMMITTEE**

**SECRETARY POSITION**

**DATE:** May 28, 2019  
**FROM:** Personnel Committee  
Craig J. Wainio  
City Administrator

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The Personnel Committee reviewed and score a number of applications for the Secretary position. Upon completion of that process the Committee conducted interviews on May 29<sup>th</sup>. With the completion of the interviews, the Personnel Committee recommends Jacquelyn Loeffen be appointed to the Secretary Position pending completion of a background check, physical and a drug and alcohol test.

**COUNCIL LETTER 060319-VIA**

**CITY ADMINISTRATOR**

**ORDINANCE 02-19**

**DATE:** May 28, 2019  
**FROM:** Craig J. Wainio  
City Administrator

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Upon the recommendation of the City Attorney upon the request of the Courts, an Ordinance amendment has been drafted lowering the fine for a first time liquor license offense from \$500 to \$300. By lowering the amount it is defined as a different kind of fine and thus easier to collect. It is recommended that Ordinance Number 02-19 be adopted as presented.



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"  
PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com  
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

## ORDINANCE NUMBER 02-19

### AMENDING CHAPTER 114 OF THE MOUNTAIN IRON CITY CODE

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

**Section 1. Amending Section 114.99.** Section 114.99(B)(1) of the Mountain Iron City Code is hereby repealed and amended to read as follows:

- (1) For the first violation within any three-year period, \$300.

**Section 2. Inconsistent Ordinances.** All Ordinances or portions thereof inconsistent with this Ordinance shall be repealed and replaced with the provisions of this Ordinance.

**Section 3. Effective Date.** This Ordinance shall be effective in accordance with State Statute.

**DULY ADOPTED BY THE CITY COUNCIL THIS 3<sup>rd</sup> DAY OF JUNE, 2019.**

ATTEST:

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

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