



HAPPY INDEPENDENCE DAY

Fourth Of July
Patriotic Celebration

**MOUNTAIN IRON
CITY COUNCIL
MEETING**

WEDNESDAY, JULY 1, 2019

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, JULY 1, 2019 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Consent Agenda

 - A. Minutes of the June 17, 2019, Regular Meeting (#1-8)
 - 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. Keweenaw Automation Proposal (#9-11)
 - C. Director of Public Works Report
 - 1. Salt Quotes (#12-13)
 - D. Library Director/Special Events Coordinator's Report
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - G. Liaison Reports
- V. Unfinished Business
- VI. New Business
 - A. Resolution Number 07-19 Ordering Plans (#14-16)
 - B. 2018 Audit*
 - C. Demolition Quotes (#17-19)
 - D. Joint Meeting Facilitation Proposal (#20-25)
 - E. MN Energy Pole Agreement (#26-43)
 - F. Temporary On-Sale Liquor License (#44)
- VII. Communications (#45-46)
- VIII. Announcements
- IX. Adjourn

Page Number in Packet
*Enclosed

MINUTES
MOUNTAIN IRON CITY COUNCIL
June 17, 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, Julie Buria, Steve Skogman, and Mayor Gary Skalko. Also present were: Tim Satrang, Director of Public Works; Amanda Inmon, Municipal Services Secretary; Anna Amundson, Library Director/Special Events Coordinator; Al Johnson, 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. Add the following items to the agenda:
 - VI. C. Variance application – Kyle McKenna
 - D. Resolution #06-19; Make application and accept funds
2. Approve the minutes of the May 20, 2019, 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 June 1-15, totaling \$333,413.08 (a list is attached and made a part of these minutes).
5. To authorize the payments of the bills and payroll for the period June 1-15, totaling \$472,131.17 (a list is attached and made a part of these minutes).

The motion carried.

Public Forum:

- Dale Irish and Doug Colstead spoke in regards to the Mountain Iron American Legion Post #220 selling and serving alcohol as well the ability to sell/raffle guns at the Minnesota Deer Hunters Association Sturgeon River membership banquet in September

The Mayor reported on the following:

- Condolences to the family and friends of Edward Bakke
- Condolences to the family and friends of James Santa
- Condolences to the family and friends of Karla Sturdy
- Condolences to the family and friends Bonnie (Lind) Nelson
- Congratulations to Bryce Wainio, placed 16th at the AA State meet
- Congratulations to Jericho Peterson on State Track in the 100 and 200 meter dash
- Congratulations to the 8th-9th Grade Boys Pacesetter team
- Congratulations and job well done to Jason Gellerdstedt on singing at the Minnesota Twins Game

It was moved by Prebeg and seconded by Stanaway to hire the following as a temporary summer employee:

Coaches:

James Hipple

The motion carried.

Director of Public Works:

- Large trash pickup started on June 3rd – wrapping up shortly
- City Crews working at the Recycling center, chipping brush pile
- St Louis County finishing up work on County Road 102/Mud Lake Road

Library Director/Special Events Coordinator:

- Summer Reading program started today, June 3rd
 - Library sponsored events throughout the summer
- United Way of Northeastern Minnesota's "Meet up and Chow Down," free lunch program for all kids 18 and younger
 - June 10th – August 29th (Monday-Thursday) 12-1:00pm at the Mountain Iron Library
- Celebrating Juneteenth
 - Books of inclusion, diversity as well as the end of slavery
- Brodini comedy act on Friday, June 21st
- 4th of July parade posters and events posted throughout the Community and Facebook page

Sheriff's Department:

- New deputies started
- Fifth week of bears being sighted and reported throughout town
- Be cautious of scams and

City Engineer:

- No formal report

It was moved by Skogman and seconded by Buria to approve the Change Order No. 1, which increases the contract amount by \$254.50, to George Bougalis and Sons Co. The motion carried on roll call vote.

It was moved by Prebeg and seconded by Stanaway to approve Pay Request #2 – Mud Lake Road Water Repair project, in the amount of \$4,925.28 to George Bougalis and Sons Co., contingent on receiving required documentation. The motion carried on roll call vote.

It was moved by Stanaway and seconded by Buria to approve Resolution #05-19; Authorizing Benchmark Engineering to prepare plans and specifications for the reconstruction of Mountain Iron Drive, (a copy is attached and made a part of these minutes). The motion carried.

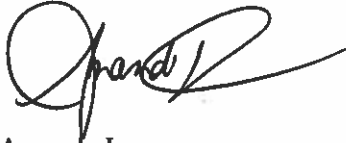
It was moved by Prebeg and seconded by Buria to approve Resolution #06-19; Authorizing the City of Mountain Iron to make an application and accept funds from the Development Infrastructure program from the Department of IRRR (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Skogman and seconded by Stanaway to accept the recommendation of the Planning & Zoning Committee and approve the Variance application for Kyle McKenna to build a shed at 5699 Mineral Avenue. The motion carried.

It was moved by Skogman and seconded by Prebeg to authorize the Mountain Iron American Legion Post #220 to sell and serve alcohol at the Minnesota Deer Hunters Association Sturgeon River membership banquet, scheduled for September 14, 2019 at the Mountain Iron Community Center. The motion carried.

At 7:10p.m., it was moved by Skalko and seconded by Skogman that the meeting be adjourned. The motion carried.

Submitted by:

A handwritten signature in black ink, appearing to read "Amanda Inmon", with a stylized flourish extending from the end.

Amanda Inmon
Municipal Services Secretary
www.mtniron.com

COMMUNICATIONS

1. The League of Minnesota Cities Board of Directors voted at its May meeting to set a preliminary maximum member dues schedule to increase by 3% for the League's 2020 fiscal year membership dues.

Distribution Summary

Category	Distribution	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	600.00
BUILDING RENTALS	COMMUNITY CENTER	525.00
BUILDING RENTALS	NICHOLS HALL	235.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	185.42
CAMPGROUND RECEIPTS	FEES	5,640.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	169.20
CAMPGROUND RECEIPTS	PAVILION FEES	60.00
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	423.18
CD INTEREST	CD INTEREST 101	3,970.98
CD INTEREST	CD INTEREST 378	1,822.73
CD INTEREST	CD INTEREST 602	130.20
CD INTEREST	CD INTEREST 603	390.60
CD INTEREST	CD INTEREST601	195.30
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	41.06
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	450.00
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	50.00
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	194,458.71
LICENSES	ANIMAL	5.00
METER DEPOSITS	ELECTRIC	500.00
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	2,398.47
MISCELLANEOUS	DELTA DENTAL PAYABLE	106.85
MISCELLANEOUS	FIRE DEPT-MISC. INCOME	150.00
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	130.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	323.20
MISCELLANEOUS	REIMBURSEMENTS	1.00
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	32.96
PERMITS	BUILDING	2,200.75
PERMITS	VARIANCE	300.00
PERMITS	VENDOR	200.00
UTILITY	UTILITY	117,697.47
Grand Totals:		333,413.08

Report Criteria:

Report type: Summary

Check.Check number = 153308-153386

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/19	06/14/2019	153308	130011	UNITED STATES POSTAL SERVICE	601-20200	429.24
06/19	06/21/2019	153309	30055	BTAC ACQUISITION CORP.	101-20200	121.64 V
06/19	06/21/2019	153310	30097	C. EMERY NELSON, INC.	602-20200	527.31 V
06/19	06/21/2019	153311	60023	ANNA AMUNDSON	101-20200	7,072.00 V
06/19	06/21/2019	153312	20009	BARBER GRAPHICS	101-20200	371.74 V
06/19	06/21/2019	153313	465	BARRY ROSIER	101-20200	258.01 V
06/19	06/21/2019	153314	30082	CITY OF EVELETH	101-20200	350.10 V
06/19	06/21/2019	153315	220003	CITY OF VIRGINIA	101-20200	54.07 V
06/19	06/21/2019	153316	30097	C. EMERY NELSON, INC.	602-20200	176.00 V
06/19	06/21/2019	153317	30084	CARDMEMBER SERVICE	603-20200	129.40 V
06/19	06/21/2019	153318	140013	CORE & MAIN LP	601-20200	3,865.00 V
06/19	06/21/2019	153319	1901024	CTC	101-20200	564.60 V
06/19	06/21/2019	153320	1280	DAN OSTRANDER	101-20200	66.23 V
06/19	06/21/2019	153321	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,814.55 V
06/19	06/21/2019	153322	30072	COMPUTER WORLD	101-20200	2,380.16 V
06/19	06/21/2019	153323	50049	ESSENTIA HEALTH	101-20200	90.00 V
06/19	06/21/2019	153324	6004	FRED FAUST	101-20200	445.72 V
06/19	06/21/2019	153325	20068	GEORGE BOUGALIS & SONS, CO.	601-20200	4,925.28 V
06/19	06/21/2019	153326	1280	DAN OSTRANDER	101-20200	88.60 V
06/19	06/21/2019	153327	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,464.54 V
06/19	06/21/2019	153328	80001	HILLYARD/HUTCHINSON	101-20200	694.52 V
06/19	06/21/2019	153329	80037	HOMETOWN MEDIA PARTNERS	101-20200	21.00 V
06/19	06/21/2019	153330	6004	FRED FAUST	101-20200	75.00 V
06/19	06/21/2019	153331	20068	GEORGE BOUGALIS & SONS, CO.	601-20200	172.93 V
06/19	06/21/2019	153332	70029	GUARDIAN PEST CONTROL INC	101-20200	100.00 V
06/19	06/21/2019	153333	120013	L & L RENTALS INC	101-20200	1,125.00 V
06/19	06/21/2019	153334	1279	L & M RADIATOR	101-20200	64.43 V
06/19	06/21/2019	153335	80037	HOMETOWN MEDIA PARTNERS	101-20200	1,853.92 V
06/19	06/21/2019	153336	120032	LAKE COUNTRY POWER	101-20200	203.25 V
06/19	06/21/2019	153337	120002	LAWSON PRODUCTS INC	101-20200	800.71 V
06/19	06/21/2019	153338	1118	LORI SUNDBOM	604-20200	324.15 V
06/19	06/21/2019	153339	1281	LORIE PALOKANGAS	101-20200	33.11 V
06/19	06/21/2019	153340	756	MARK & ALISON MUHICH	101-20200	200.00 V
06/19	06/21/2019	153341	130059	MCGRANN SHEA CARNIVAL STRAUGHN	604-20200	360.00 V
06/19	06/21/2019	153342	120032	LAKE COUNTRY POWER	101-20200	1,458.34 V
06/19	06/21/2019	153343	110035	MIDWEST COMMUNICATIONS	101-20200	106.60 V
06/19	06/21/2019	153344	1118	LORI SUNDBOM	604-20200	5,199.13 V
06/19	06/21/2019	153345	1283	MIKE NOLAND	101-20200	34.08 V
06/19	06/21/2019	153346	756	MARK & ALISON MUHICH	101-20200	120.00 V
06/19	06/21/2019	153347	130059	MCGRANN SHEA CARNIVAL STRAUGHN	604-20200	488.44 V
06/19	06/21/2019	153348	140026	MINNESOTA ENERGY RESOURCES	602-20200	1,210.91 V
06/19	06/21/2019	153349	130009	MINNESOTA POWER (ALLETE INC)	604-20200	104,048.11 V
06/19	06/21/2019	153350	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	464.17 V
06/19	06/21/2019	153351	1283	MIKE NOLAND	101-20200	25.00 V
06/19	06/21/2019	153352	1119	MONTANA BOULANGER	604-20200	273.08 V
06/19	06/21/2019	153353	130039	MINNESOTA DEPT OF COMMERCE	604-20200	13,341.11 V
06/19	06/21/2019	153354	758	NANCI KETOLA	101-20200	100.00 V
06/19	06/21/2019	153355	130009	MINNESOTA POWER (ALLETE INC)	604-20200	96,720.00 V
06/19	06/21/2019	153356	140005	NORTHERN FITNESS GROUP	101-20200	387.46 V
06/19	06/21/2019	153357	160066	PACE ANALYTICAL SERVICES	602-20200	845.50 V
06/19	06/21/2019	153358	1119	MONTANA BOULANGER	604-20200	39.95 V
06/19	06/21/2019	153359	170007	QUILL CORPORATION	601-20200	1,273.62 V

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/19	06/21/2019	153360	1282	RENEE ADAMS	101-20200	90.94 V
06/19	06/21/2019	153361	180005	ROAD MACHINERY & SUPPLIES CO.	101-20200	685.88 V
06/19	06/21/2019	153362	1151	SAMANTHA O'BANNON	604-20200	164.24 V
06/19	06/21/2019	153363	757	SARRAH KOLARI	101-20200	200.00 V
06/19	06/21/2019	153364	160003	PERPICH TV & MUSIC INC	101-20200	200.00 V
06/19	06/21/2019	153365	190004	SKUBIC BROS INC	101-20200	344.04 V
06/19	06/21/2019	153366	1282	RENEE ADAMS	101-20200	42,500.00 V
06/19	06/21/2019	153367	180005	ROAD MACHINERY & SUPPLIES CO.	101-20200	22,733.75 V
06/19	06/21/2019	153368	1151	SAMANTHA O'BANNON	604-20200	876.55 V
06/19	06/21/2019	153369	757	SARRAH KOLARI	101-20200	83.90 V
06/19	06/21/2019	153370	200020	THE TRENTI LAW FIRM	101-20200	1,844.15 V
06/19	06/21/2019	153371	759	TOM & CHRISTY BENKUSKY	101-20200	100.00 V
06/19	06/21/2019	153372	1150	TREVOR & CARLIE WORKE	604-20200	64.32 V
06/19	06/21/2019	153373	220014	VIKING INDUSTRIAL NORTH	602-20200	279.10 V
06/19	06/21/2019	153374	5007	SUN LIFE FINANCIAL	602-20200	45,665.22 V
06/19	06/21/2019	153375	180024	TENNIS EXPRESS	101-20200	3,416.46 V
06/19	06/21/2019	153376	230002	WEBBER RECREATIONAL DESIGN INC.	101-20200	1,269.35 V
06/19	06/21/2019	153377	759	TOM & CHRISTY BENKUSKY	101-20200	138.38 V
06/19	06/21/2019	153378	1150	TREVOR & CARLIE WORKE	604-20200	6,141.25 V
06/19	06/21/2019	153379	220014	VIKING INDUSTRIAL NORTH	602-20200	605.14 V
06/19	06/21/2019	153380	260001	ZIEGLER INC	101-20200	2,020.00 V
06/19	06/21/2019	153381	220020	VISA OR AMERICAN BANK CC PMT	602-20200	5,035.00 V
06/19	06/21/2019	153382	230002	WEBBER RECREATIONAL DESIGN INC.	101-20200	100.00 V
06/19	06/21/2019	153383	230043	WISCONSIN CENTRAL	601-20200	2,594.80 V
06/19	06/21/2019	153384	60023	ANNA AMUNDSON	101-20200	100.00 V
06/19	06/21/2019	153385	10070	A-1 RENTAL SERVICES INC	101-20200	803.21 V
06/19	06/21/2019	153386	260001	ZIEGLER INC	101-20200	1,772.19 V

Grand Totals:

397,185.58

PP-Ending 06/14

74,945.59

TOTAL EXPENDITURES

S472,131.17



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

RESOLUTION NUMBER 05-19

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a Resolution of the City Council adopted the 6th day of August, 2018, fixed a date for a Council hearing on Improvement Number 18-06, the proposed improvement of Mountain Iron Drive between 12th Street and the Southerly Corporate Limits of the City of Mountain Iron by Road Reconstruction, Alignment and Drainage Improvements, and

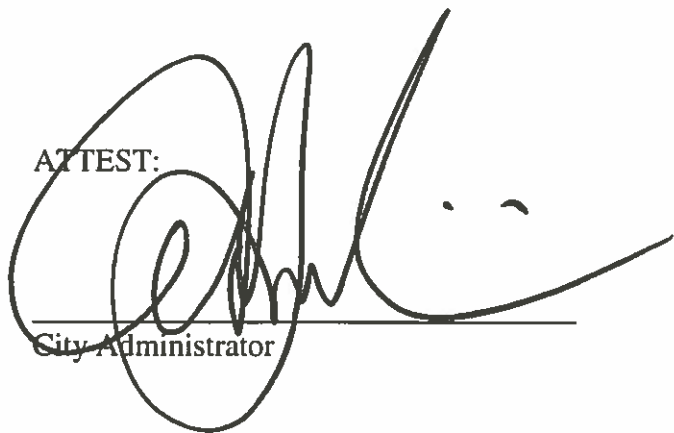
WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 15th day of October, 2018, at which all persons desiring to be heard were given an opportunity to be heard thereon,

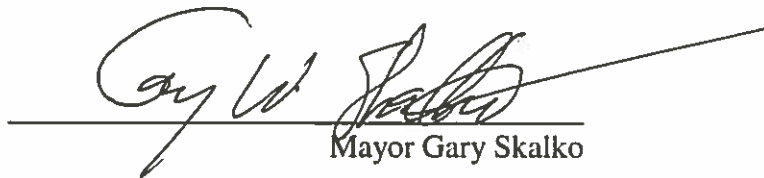
NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MOUNTAIN IRON, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted 6th day of August 2018.
3. Benchmark Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF JUNE, 2019.

ATTEST:



City Administrator

Mayor Gary Skalko



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 06-19

AUTHORIZING THE CITY OF MOUNTAIN IRON TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE DEVELOPMENT INFRASTRUCTURE PROGRAM FROM THE DEPARTMENT OF IRRR

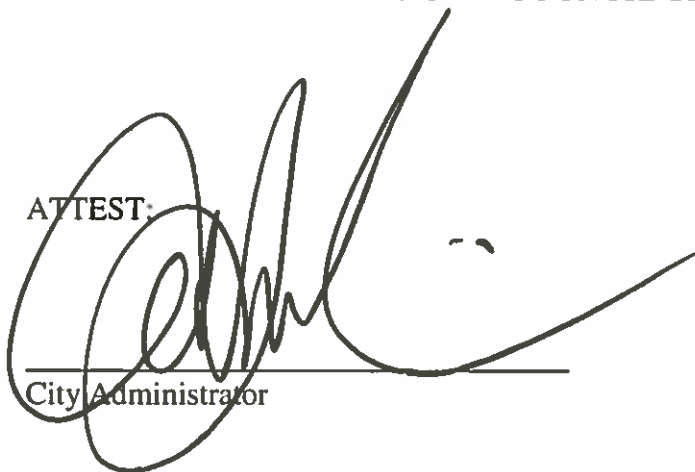
WHEREAS, the Mountain Iron City Council approves of the attached application for the reconstruction of Mountain Iron Drive; and,

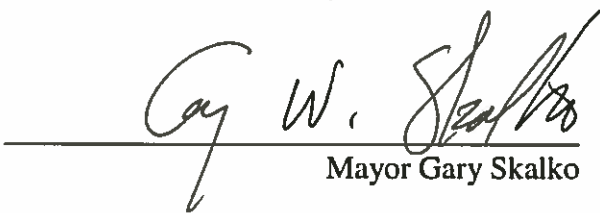
WHEREAS, the Mountain Iron City Council agrees to accept funding for the underlying project if approved by the Department of IRRR.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
MOUNTAIN IRON, MINNESOTA**, that it does hereby adopt this Resolution.

DULY ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF JUNE, 2019.

ATTEST:



City Administrator

Mayor Gary Skalko

COUNCIL LETTER 070119-IVB1

BUILDINGS

AUTOMATION

DATE: June 27, 2019
FROM: Craig J. Wainio
City Administrator

In order to migrate our building automation system away from an outdated JAVA platform and over to a html web based platform, we need to upgrade a key component of our system. With this upgrade, we will be able to access the system from anywhere that has web access. Attached is a quote for upgrading this key component. It is recommended that they City Council authorize this update.



PO Box 35
Mohawk, MI 49950

PROPOSAL

Proposal #: JAE19044

Date: 6-26-19

To: City Of Mountain Iron
8586 Enterprise Dr S
Mountain Iron, MN

Project: BAS N4 Upgrade

Attention: Craig W

We propose to furnish the materials and/or perform the labor necessary to: Upgrade the existing AX Bacnet system to Niagara N4. This is an integration to an existing system, please note all field level programming will still need the JCI software.

All material is guaranteed to be as specified, and the above work to be completed in a substantial workmanlike manner for the sum of: **\$6800.00**

Any alteration or deviation from above specifications involving extra cost will be executed only upon written order and will become an extra charge over and above the estimate. This proposal is valid for 30days.

Respectfully submitted:

Jeff Erickson

ACCEPTANCE OF PROPOSAL

The prices, specifications and other Terms set forth on page 2 of this proposal are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined herein.

Accepted by:

Name (print):

Title:

Company Name:

Date:

Keweenaw Automation – Terms and Conditions of Service

1. Keweenaw Automation will use competent personnel and state of the art equipment to perform its work in a timely and professional manner.
2. Keweenaw Automation warrants it is covered by Worker's Compensation insurance, general liability insurance, automobile liability insurance, and excess liability policies. Certificates for all such insurance policies will be provided to you upon written request. You will carry Builder's Risk with full owner and contractor coverage's and other necessary insurance for the project.
3. Payment is due within 30 days of Keweenaw Automation's invoice date. Interest shall accrue on any unpaid balance at a rate of 1.5% per month. Acceptance by Keweenaw Automation of partial payments shall not constitute any release of collection or lien rights.
4. In the event of your default, Keweenaw Automation will give 10 days notice to cure. If you remain in default, Keweenaw Automation may terminate this agreement and recover the balance due. You will pay all expenses, damages and cost, including reasonable attorney's fees, incurred by Keweenaw Automation in collecting the outstanding debt.
5. If, for any reason, you direct a cessation of the work on all or any part of the project, Keweenaw Automation shall be paid at least for the portion of its work completed at the time of cancellation, including all expenses incurred by Keweenaw Automation.
6. Unless otherwise specified in the proposal, Keweenaw Automation will not furnish any performance or material payment bond.
7. All repair labor is guaranteed for 90 days (except in the case of compressor replacements which carry a thirty day warranty), while materials and parts are warranted per manufacturer specifications. Warranties do not apply where failure is a result of faulty installation or abuse, or incorrect electrical connections or alterations made by others, or use under abnormal operating conditions or misapplication of the products and parts. Keweenaw Automation makes no other warranty expressed or implied; and any implied warranty of merchantability or fitness for a particular purpose which exceeds the foregoing is hereby disclaimed by Keweenaw Automation and excluded from any agreement made by acceptance of an order pursuant to this proposal. Under no circumstance shall Keweenaw Automation be liable for prospective or speculative profits, or special, indirect, incidental, consequential, or punitive damages and/or physical injuries. Under no circumstances will Keweenaw Automation's liability exceed the dollar amount of this proposal and shall terminate one year after the completion of Keweenaw Automation's work, and Keweenaw Automation may, at its option, provide a repair or replacement remedy.
8. All material and equipment furnished and installed by Keweenaw Automation will carry the manufacturer's standard warranty. In many cases, this warranty will include an allowance for the cost of labor and related costs such as crane rental, refrigerant, etc., for correcting defects in material and workmanship, for a period of 90 days after installation. However, if the standard manufacturer's warranty does not provide for this additional coverage, the owner will be responsible for payment of these repairs. **THIS WARRANTY SPECIFICALLY EXCLUDES COVERAGE FOR ENVIRONMENTAL CONDITIONS, SUCH AS MOLD. KEWEENAW AUTOMATION HAS MADE NO INSPECTION FOR, NOR REPRESENTATION REGARDING THE EXISTENCE OR NON-EXISTENCE OF MOLD ON THE OWNER'S PREMISES. KEWEENAW AUTOMATION HAS FURTHER MADE NO PROMISE OR AFFIRMATION THAT THE MATERIALS AND LABOR PROVIDED WILL ASSIST IN THE PREVENTION OR REMEDIATION OF MOLD OR OTHER ENVIRONMENTAL CONCERNS.**
9. Everyone is concerned over the potential threat to our environment by the release of chlorofluorocarbon refrigerants (C.F.C.'s) into the atmosphere. Keweenaw Automation has for many years had a "no pollution, we care" policy with contaminants including refrigerants and refrigerant oil. Our technicians are trained to reclaim, filter, and re-use these refrigerants or, if badly contaminated, recycle them for re-use. All used refrigerant oils are disposed of through a licensed disposal organization. Many contractors are talking about doing something about pollutants – Keweenaw Automation IS DOING IT.
10. Our pricing does not cover any cost that may be incurred due to hazardous material or its removal or disposal, unless specifically provided for in the attached proposal. If such costs are incurred by Keweenaw Automation, they will be passed on to you at Keweenaw Automation's actual cost without the need for written approval.
11. All estimated labor is to be performed during Keweenaw Automation's normal working hours unless specified elsewhere in this proposal.
12. For compressor replacements, Keweenaw Automation will perform an acid test after the drier change (testing for any unsafe acidic oil levels). If more drier and oil changes are needed, you will be informed, and the cost of these additional changes will be added to the contract price.
13. This contract constitutes the entire agreement and complete understanding between the parties. No verbal representations shall be binding on either party and you have not relied on any representation made by Keweenaw Automation that is not contained herein.
14. These Terms may in some instances conflict with some of the terms and conditions or other document issued by you. In such case, the Terms contained herein shall govern and acceptance of this Proposal is conditioned upon your acceptance of the Terms herein.
15. Keweenaw Automation shall not be liable for any penalty or damage, delay or injury, or for failure to give notice of delay, or to perform, when such damage, delay, injury or failure is due to the elements, acts of god, acts of the owner, act of civil or military authority, war, riots, terrorism, concerted labor action, strikes, shortages of materials, accidents or any cause beyond the reasonable control of Keweenaw Automation. The completion date shall be deemed extended for a period of time equal to the time lost due to any delay excusable under this provision.

Craig Wainio

From: Tim Satrang
Sent: Thursday, June 27, 2019 10:11 AM
To: Craig Wainio
Subject: FW: 2019-2020 Season Road Salt Information
Attachments: CPV_RESPONSES CUMMULATIVE.xlsx

This would be to purchase 175 tons of Regular Road Salt for \$61.39/ton plus \$11.19 delivery fee for a total of \$72.58. There is an additional \$5.00/ton per month storage fee.

From: McIntyre, Karen (ADM) <karen.mcintyre@state.mn.us>
Sent: Friday, June 21, 2019 7:18 AM
To: Sheila.Schroeder@co.houston.mn.us; sibleyPW@co.sibley.mn.us; soverland@ci.albertlea.mn.us; steve.collin@minneapolis.mn.us; steve.meyer@co.wright.mn.us; steve.nauer@brooklynpark.org; steve.peterson@hennepin.us; steve.scherer@ci.medina.mn.us; Steve.Zweber@cityofroseville.com; stevej@co.douglas.mn.us; streetdepartment@yahoo.com; streetsdept@yahoo.com; sue.miller@co.freeborn.mn.us; tamundsen@excelsiormn.org; tanderson@cottage-grove.org; tberg@ci.brooklyn-center.mn.us; tcarlson@highway.co.isanti.mn.us; tedsb@ci.international-falls.mn.us; terryb@mendota-heights.com; tfort@co.winona.mn.us; Tgrossman@lakevillemn.gov; theinricy@cityoflesueur.com; thomas.hagen@co.grant.mn.us; Tim.Behrendt@ci.northfield.mn.us; timm@saintpetermn.gov; TimR@ci.waseca.mn.us; tkeith@plymouthmn.gov; todd.booker@co.pine.mn.us; todd.howard@co.dakota.mn.us; todd.majerus@co.goodhue.mn.us; Todd.Miller@kcmn.us; tom.riggs@co.clearwater.mn.us; tom.zabinski@ci.stcloud.mn.us; tom@ci.nisswa.mn.us; tpayne@linolakes.us; trandall@slpmn.org; trapper44@citlink.net; trent.nicholson@co.koochiching.mn.us; Tim Satrang <tsatrang@ci.mountain-iron.mn.us>; TSevcik@ElkRiverMN.gov; tsmith@ci.oak-grove.mn.us; tthene@cityofstjoseph.com; tthurmes@ci.woodbury.mn.us; tvoigt@cityofnysa.com; welwell@co.scott.mn.us; WesleyBassett@FDLREZ.COM; wgthuringer@aol.com
Subject: 2019-2020 Season Road Salt Information

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To: 2019-2020 State of Minnesota Salt Contract Participant,

The State has concluded negotiations for Road Salt for the 2019-2020 season and has routed proposed contracts to the respective vendors for signature. The Contract Release document for S-763(5) on the State's contract website will be updated after the signature process is complete.

I am happy to report that despite some significant challenges related to overall salt supply, the contracts include road salt for 100% of the requirements that were submitted by the CPV members. We were not able, however, to secure the full 120% of the submitted amounts. With the many logistical issues that the Contract Vendors are currently experiencing, the supply of road salt is limited by the amount that the Contract Vendors are able to bring into the State of Minnesota. The State does intend to issue a subsequent solicitation in an effort to secure more salt for the 2019-2020 season, but at this time we are unable to guarantee any additional supply.

For the 2019-2020 season, the following changes to the traditional contract terms are applicable:

1. CPV Members who have Compass or Cargill as their Contract Vendor may not exceed the 100% requirements that were submitted. This restriction is to make sure there is enough road salt for all of the

locations that submitted requirements. If salt supplies change significantly, the State may be able to negotiate an amendment to the contract for additional supply.

2. Compass customers will not be able to take more than 75% of their requirements during the Early Fill period, from August 15-November 15, 2019.
3. Customers will need to place their orders directly with their municipality's Contract Vendor. Orders should be followed up in writing with either a PO or an email so customers and the Contract Vendor have a written record of the order.

The attached Excel Workbook specifies the following:

Column B – Municipality Agency Name

Column C & D – Delivery Street Address & City

Column G – Tons Requested

Column I – Awarded Contract Vendor

Columns to the right which are highlighted in green for your municipality contract the pricing details.

Note: There are four tabs included in the workbook – CPV Complete Information, Regular Salt, Treated Salt, and Treated Salt No Bid to Regular Salt.

Please review this communication and the attached spreadsheet carefully for your municipality's information.

You may contact me via email by July 10, 2019 at karen.mcintyre@state.mn.us if you have any questions or are requesting any changes. Thank you for your participation in the program and we appreciate your prompt attention to this communication.

Thank you,

Karen McIntyre

Office of State Procurement

www.mmd.admin.state.mn.us

50 Sherburne Avenue - Room 112

St. Paul, MN 55155

Phone: 651-201-3124

E-mail: Karen.McIntyre@state.mn.us



COUNCIL LETTER 070119-VIA

CDBG

RESOLUTION NUMBER 07-19

DATE: June 27, 2019

FROM: Craig J. Wainio
City Administrator

Mountain Iron was awarded a Community Development Block Grant to replace the sewer main in the alley between Mountain Avenue and Marble Avenue from Locomotive Street to Agate Street then east to Mineral Avenue. The next step in the process is the development of plans and specifications for the project. Resolution Number 07-19 directs Benchmark Engineering to develop the plans and specifications. Once completed, the plans and specification will be presented to the City Council for approval and authorization to seek bids. It is recommended that the City Council adopt Resolution Number 07-19 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

RESOLUTION NUMBER 07-19

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a Resolution of the City Council adopted the 19th day of November, 2018, applying for a Community Development Block Grant for the proposed improvement of the sewer main in the alley between Mountain Avenue and Marble Avenue from Locomotive Street to Agate Street then east to Mineral Avenue by sliplining, and

WHEREAS, the City of Mountain Iron was awarded funding under the Community Development Block Grant program for the sliplining project.

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

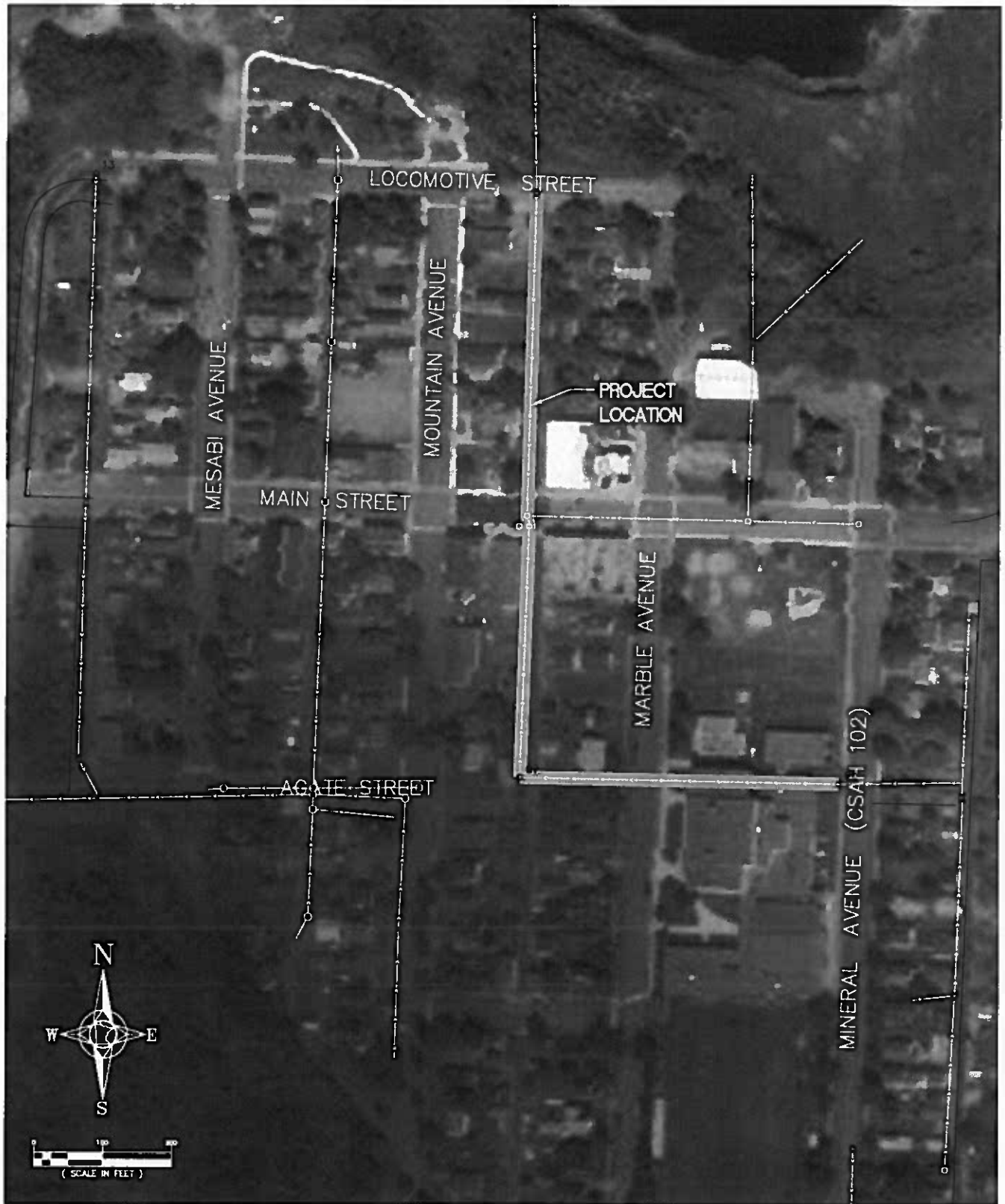
1. Such improvement is necessary, cost-effective, and feasible as detailed in the Community Development Block Grant application.
2. Such improvement is hereby ordered as outlined in the Community Development Block Grant application.
3. Benchmark Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

DULY ADOPTED BY THE CITY COUNCIL THIS 1st DAY OF JULY, 2019.

ATTEST:

Mayor Gary Skalko

City Administrator



DOWNTOWN SANITARY SEWER IMPROVEMENTS
ALLEY BETWEEN MOUNTAIN/MARBLE AVE

CITY OF MOUNTAIN IRON



OCT 2018

OVERVIEW MAP

COUNCIL LETTER 070119-VIC

ADMINISTRATION

DEMO QUOTES

DATE: June 27, 2019
FROM: Craig J. Wainio
City Administrator

Enclosed, please find two quotes for the demolition of 5702 Mineral Avenue. The City has received a residential redevelopment grant from the IRRRB to help defray the costs for the demolition of this severely dilapidated structure which poses a health hazard. It is recommended that the City Council approve the quote from G-Men in the amount of \$13,300 for the demolition.



P. O. Box 269
Ely, MN 55731
218-365-5587
info@GmenES.com
www.GmenES.com

May 28, 2019

City of Mountain Iron
Attn: Craig Wainio
8586 S. Enterprise Dr.
Mountain Iron, MN 55768

PROPOSAL
5702 Mineral Avenue, Mtn. Iron

Proposal includes labor and equipment to complete the following:

- Demolition of structures
- Removal and disposal of all related debris from site.
- Backfill and grade site for proper drainage.
- Seed for erosion control.

Proposal pricing excludes testing and/or necessary abatement or work related to unforeseen conditions. Utility disconnect to be coordinated between G-Men, City of Mtn. Iron and the appropriate utility companies.

TOTAL PRICE: \$13,300.00

Proposed By:

G-Men Environmental Services, Inc.

Accepted By:

City of Mountain Iron

Jeremiah Day, President

Printed Name



JBN, INC.

P.O. Box 136
Mt. Iron, MN 55768
218-865-4383
jbninc@gmail.com

Estimate

Date	Estimate #
5/21/2019	637

Name / Address
City of Mountain Iron 8586 Enterprise Drive South Mountain Iron, MN 55768

			Project
Description	Qty	Rate	Total
Complete demolition and removal of house and garage at 5702 Mineral Ave. Remove all household garbage and debris and dispose of properly Demo, remove, and dispose of house and garage Remove all foundation and concrete slabs and dispose of properly Haul in clean fill to fill foundation area Haul in and level topsoil Seed and install straw blanket over exposed soils All utilities to be disconnected by city before demo to begin Equipment Labor Household debris Structure debris Concrete debris Fill and topsoil Materials (seed and straw blanket) Proposal acceptance requires half down with balance due upon completion Proposal is good for 30 days		4,500.00 3,000.00 550.00 2,400.00 4,500.00 2,200.00 950.00	4,500.00 3,000.00 550.00 2,400.00 4,500.00 2,200.00 950.00
Septic License # L2645. Pipe Layer Bond # PB647147. We are proud members of the BBB and NFIB.		Total	\$18,100.00

NORTHSPAN

202 West Superior Street, Suite 700, Duluth, MN 55802
218.481.7737 | info@northspan.org

June 21, 2019

Re: Mountain Iron & Virginia Fire Department Shared Services Facilitation Proposal

Dear Mr. Wainio,

Thank you for the invitation to submit a proposal to facilitate a discussion among representatives of the Mountain Iron and Virginia communities about the feasibility and approach to creation of a Shared Services Fire Department. I understand there have been meetings and discussions about this notion and that information has been developed to support these discussions. The intended outcome of this process is to further assess the feasibility and craft an acceptable organizational approach that would address key issues and needs and make this an actionable, viable, long-term relationship supporting the mutual interests of all parties.

As part of this process, assigned city staff will be responsible for scheduling meetings and taking care of related arrangements, covering all meeting and facility costs, and handling notifications in coordination with Northspan. Northspan will work with the assigned staff to address these needs. Northspan will prepare meeting materials including agendas, background materials, and a written summary of the process results.

Our facilitation approach is professional, objective, and inclusive. Northspan will organize and drive this conversation, but your participation and support are vital for this project to succeed.

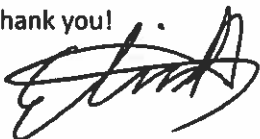
I will serve as the principal staff and facilitator for this work, while Consultant & Research Director Karl Schuettler will assist with facilitation and provide background research and Associate Consultant Amanda Vuicich will provide additional support.

Fire and emergency medical services are an essential and expensive service to provide, especially in smaller, rural communities where resources are limited and collaboration is in the vested interest of all of the residents of the East Range. We will make every effort to conduct an objective process that can achieve your collective goals. Northspan appreciates the opportunity to assist with these efforts and we are pleased to offer the attached proposal for your consideration.

If this proposal is acceptable, please sign and return the attached contract and a roster of representatives and staff contacts. If you should desire any changes, we can revise and provide an amended proposal that meets your needs. Thank you.

We look forward to hearing from you.

Thank you!



Elissa Hansen, MBA, EDFP
President & CEO
The Northspan Group, Inc.

GOALS

- Provide Mountain Iron and Virginia with examples of successful fire department mergers and shared services that demonstrate the benefits of such an arrangement.
- Facilitate sessions that generate constructive input on necessary considerations and steps in the process for an orderly merger.
- Establish an actionable framework for Mountain Iron and Virginia to pursue the creation of a shared services fire department.

APPROACH

1. Obtain and review materials developed to date and other helpful background information to help Northspan prepare for work sessions. Determine if additional information is needed to conduct an effective first work session and compile those materials.
2. Based on the background information, prepare work session agendas, handouts, and prepare for a joint work session.
3. Facilitate four to six work sessions to be scheduled with assistance by the City of Mountain Iron staff or designated volunteer community staff at times and locations acceptable to the group. (Additional sessions may be added if necessary.)
4. Facilitate one of the four to six work sessions to highlight successful mergers of emergency services departments in other communities and provide guidance on best practices. Local examples may include the Cloquet Area Fire District and collaborative work on the East Range.
5. Compile the session results in a meeting summary and track progress leading to a decision and next steps. Agendas and next steps will be defined at the conclusion of each work session. This work will serve as the framework for a final group decision, formalized approach, and agreement to establish a shared services fire department for the area.
6. Provide any additional support needed to finalize implementation approach details such as helping to draft a joint powers agreement or special district formation as needed.
7. Provide support as needed for presentations and actions by participating local units of government.
8. Provide a document outlining recommended next steps and further areas of focus, complete with designation of those responsible for each task.

DELIVERABLES

- Strategic facilitation services for 4-6 work sessions.
- Reports on each session that provide stakeholders with a summary and next steps.
- Final document outlining recommended next steps and further areas of focus, complete with designation of those responsible for each task.

INVESTMENT

Northspan bills for services on a cost reimbursement basis, based upon the hourly rates of professional staff involved, and any direct charges and travel associated with the work performed. Investment by the cities of Mountain Iron and City of Virginia for these services will be between \$12,775 and \$14,690 depending on the number of sessions necessary and hours spent in revision. This figure is based on the approach and deliverables highlighted above.

NORTHSPAN SKILLS AND COMPETENCIES IN STRATEGIC PLANNING AND GROUP FACILITATION

Elissa Hansen, President & CEO

Elissa Hansen leads Northspan with more than 20 years of experience in business, community, organizational, and economic development across Minnesota and Wisconsin. She invests her time creatively advancing others' capabilities through strategic & business planning, meeting facilitation, grant management & writing, financial solutions & packaging, site selection & due diligence, community project funding development, and communications & brand development.

<https://www.linkedin.com/in/elissahansen/>

Relevant Credentials, Experience, and Expertise:

- Strategic planning facilitation as an individual lead or with teams for a variety of communities, private businesses, and organizations including but not limited to Bayfield County Economic Development Corporation, Aitkin Area Chamber of Commerce, City of Duluth, Zeitgeist Center for Arts & Community, Lake Superior Ice Festival, Statewide Health Improvement Program, Minnesota Power Regional Development & Community Relations, NORTHFORCE, North Point Geographic Solutions, Buzz Frenzy, Lake Superior Consulting, and more. Each of these projects included teams of people with multiple and competing perspectives on the situation they were currently in and worked toward a common vision.
- Knight Foundation's Intensive Study Tour & Training in Copenhagen, Denmark included a curated week of engaging lectures, planning workshops, and approaches to transform cities into places where public life can thrive.
- Master Class with Gehl Architects on public life studies and engagement strategies focused on people-first design, master planning, and urban development frameworks.
- Certified Economic Development Finance Professional with coursework in business credit analysis, real estate finance, and the art of deal-structuring with recertification courses in loan packaging, negotiating and problem-solving, as well as developing and financing affordable for sale housing.
- Served as a Duluth City Councilor, Council President, and Council Finance Committee Chair between 2016 – 2018. In this role my abilities and knowledge around inclusion, equity, and diversity grew exponentially. I was challenged at every meeting to create a welcoming and comfortable place for all residents and set a precedent for civil behavior. In this time, I worked with the community and councilors to update our Tools of Civility which now states "The Duluth City Council promotes the use and adherence of the tools of civility in conducting the business of the council. The tools of civility provide increased opportunities for civil discourse leading to positive resolutions for the issues that face our city. We know that when we have civility, we get civic engagement, and because we can't make each other civil and we can only work on ourselves, we state that today I will: pay attention, listen, be inclusive, not gossip, show respect, seek common ground, repair damaged relationships, use constructive language, and take responsibility."

Elissa has been directly involved in community engagement processes in numerous rural communities across northeast Minnesota and northwest Wisconsin. These tight-knit communities often have passionate and dedicated community advocates, but need assistance in recognizing their assets, gathering their ideas into a coherent plan, and following through on ideas to create genuine change in the community. So much of this work includes the ability to successfully create space for these communities to look at their future and aid them in making connections to resources that will get them moving in that direction.

Karl Schuettler, Consultant & Research Director

Karl Schuettler manages regional economic development partnerships, provides support services to local communities, and researches and analyzes economic trends for Northspan's clients. He joined Northspan in 2016, and has previous experience in local economic development, organizational planning and analysis, public relations, and freelance journalism. A Duluth native, he holds a bachelor's degree from Georgetown University and a master's degree in urban and regional planning from the University of Minnesota.

Relevant Credentials, Experience, and Expertise:

- Manage the Northland Connection program; regular activity maintaining the program's database of commercial sites and buildings in northeast Minnesota and northwest Wisconsin, provision of data and property information to regional economic development staff and participate in meetings as invited by the APEX team.
- Completed Northspan's study on drivers of housing costs and policy solutions completed in 2018, *Housing for the Next Generation of Duluth's Workforce: A Comparative Study of Single-Family Housing Construction Costs in Duluth*. The study included a list of recommendations to enhance housing affordability in Duluth, including multiple policies and programs.
- Multiple market research projects, including vacancy rate calculations for the Duluth Greater Downtown Council and assessments of the downtown Duluth apartment and office space rental markets for private developers.
- Involved in discussion and work surrounding the Opportunity Zones program since its inception, including discussion of designations of zones, panel participation in discussions of the program, and development of the Minnesota Opportunity Collaborative.
- Business Retention and Expansion visits through contact with all businesses with a physical address in the City of Silver Bay in a process that led to policy recommendations and ongoing community meetings, spring 2018
- Support for community engagement processes and feasibility studies led by other Northspan staff, including work in Hermantown, Itasca County, East Range communities, International Falls, and with several regional partnerships including the Laurentian Vision Partnership, Arrowhead Growth Alliance, and NORTHFORCE. Internal policy and procedure writing through stakeholder focus groups, Hennepin County Human Services and Public Health Department, 2015-2016.
- Active role in several regional economic development efforts that include dozens of member communities and organizations and require stakeholder input, including directing the Northland Connection program and membership on the board of the Iron Range Economic Alliance
- Undergraduate degree in Regional and Comparative Studies from Georgetown University's School of Foreign Service, with coursework in diplomacy, conflict negotiation, and research methods. Master's degree in Urban and Regional Planning from the University of Minnesota's Humphrey School of Public Affairs, with coursework in public participation process planning, housing policy, and community research methods. Completed a capstone project on housing prices along transit lines for a community land trust.

Amanda Vuicich, Associate Consultant

Amanda Vuicich oversees administrative operations for the Northspan team and assists with several of its major programs, grant writing, and provides logistical support for regional partnerships. She holds a bachelor's degree in International Studies from the University of Minnesota Duluth. She joined Northspan in 2018.

ABOUT US: Engaging & Elevating Since 1985

The Northspan Group, Inc. is a private, nonprofit consulting firm located in Duluth, Minnesota. For more than 30 years, our team has provided professional, fee-based services and technical support to private businesses and organizations, nonprofits, regional partnerships, and local units of government. We build connections that bridge across boundaries and assist communities that can't afford full-time community and economic development staff. We specialize in business, community, and organizational development approaches that are innovative, solve problems, and exceed expectations.

NORTHSPAN'S DEVELOPMENT PHILOSOPHY

Over 34 years of community and economic development work, Northspan has built a reputation as a reliable partner that will create a careful strategy specific to the context of each engagement process. While the faces of staff members may change, the organization maintains a commitment to neutral, objective facilitation processes that are free of politics or special interests. We are well-rooted in the Upper Midwest and build long-term partnerships with communities and organizations. We often operate behind the scenes to add value for and increase the capacity of organizations that provide essential goods and services to people from all walks of life.

Trust is fundamental to our work, and we maintain a high standard of professionalism to continue the legacy we have built. We are also well-connected with regional partners who may be able to contribute to engagement processes, including bodies of state and local government, private companies, philanthropic organizations, nonprofits, and community leaders. Only with buy-in from a dense network of people and groups can community engagement processes be successful, and we aspire to this comprehensive level of connection in every engagement process.

Northspan and its staff have long track records of successful engagement at a community level to develop stakeholder-informed plans in rural communities across northeast Minnesota and northwest Wisconsin. While these processes have been diverse, Northspan always includes the following elements:

- Conduct a wide range of stakeholder interviews on perceptions of the community, as directed by city or county staff
- Analyze collected data for themes and report back to community and stakeholders on findings
- Provide programmatic and policy recommendations that result in a framework that assigns responsibility and leads to results

With a five-person staff, Northspan has the capacity to provide additional research work and administrative support, streamlining our internal processes and allowing us to conduct certain supporting tasks at a lower hourly rate than that of the facilitator. Changes in recent years have left Northspan even better positioned to provide community development and outreach work, as staff members bring strong backgrounds in this area through past work in the field, service in public office, and in their education. Our track record of professionalism, responsiveness, and fresh energy allows us to move quickly and leave clients satisfied with the support they receive.

Our Adaptable Engagement Process

Above all, Northspan's approach emphasizes neutrality and objectivity on behalf of the facilitator, which allows us to adapt and evolve as needed. We believe it is the facilitator's role to carefully listen to all perspectives, and to encourage and proactively seek participation from everyone in the room. Our flexible approach to facilitation adapts to client needs, meeting attendees, and new developments over the course of an engagement process. When possible, we seek to include non-traditional engagement methods that include the arts and active engagement, which we believe can reach communities in new ways and bring them on board behind a renewed vision of their communities' future. These processes provide an essential foundation for enhanced public life, create strong places that people can call home, and foster economic growth.

Northspan's work is based on human-centered design. We learn from the people we are working with by immersing ourselves in their communities or organizations to understand their challenges and opportunities. We make sense of what we learn, identify opportunities for change or movement, and consider how to model or pilot these ideas. Then, together with the community, we bring these ideas to life. How people behave, engage, act, move, think, and work within their communities are fundamental to our understanding of their dynamics. As we observe and analyze communities, gather new data, and use existing data, we begin to understand the reality on the ground.

We work with communities and organizations through the process and build partnerships and collaborations to allow for trust. This has the power to change perspectives and perceptions, inviting broader, long-range thinking. We create opportunities to test new ideas and gather more input, all while engaging all types of people in the community. When we take the time to listen, observe, and engage, we can make the best possible recommendations to elevate growth, recovery, and change.

Elevation of Diverse Participants and Viewpoints

Northspan has a holistic vision of community and economic development and understands how partners can work together to best serve their communities. We know how to navigate a broader community and economic development ecosystem and help organizations find their niches among their partners to ensure they do not replicate services and provide a distinctive value proposition.

We research and learn to negotiate internal politics within the communities we serve, at times doing extensive background reading on communities' histories and tapping everyone in our networks to learn what we can about the places we work. Our diligence and knowledge of history allows us to research and break down historical divides, building connections where none had existed before. Our public and private sector experience leaves us very familiar in negotiating tough crowds and tougher conversations around organizational and community change.

We also believe it is essential to not only recognize people who show up to community meetings, but also explore methods to encourage participation from groups who are conspicuous in their absence. We believe in doing direct outreach in communities instead of waiting for community members to come to us. We identify where community members are and go directly to them, building bridges founded on common interests and goals. We believe in an expansive idea of diversity that works across age groups, race, faith, gender, and sexual orientation. We are also well-connected with the communities in which we operate, with ties to bodies of state and local government, private companies, philanthropic organizations, nonprofits, and community leaders. Only with buy-in from a dense network of people and groups can community engagement processes be successful, and we aspire to this comprehensive level of connection in every engagement process.

AGREEMENT

THIS AGREEMENT is made this ____ day of _____ 2019, ('Effective Date") by and between **City of Mountain Iron** ("Licensor") and **Minnesota Energy Resources**, a Minnesota corporation ("Licensee").

WITNESSETH:

WHEREAS the Licensee, desires to erect antennae's and equipment and use certain poles owned by the Licensor to which they will attach their antennae's and equipment; and

WHEREAS Licensor desires to maintain good relations with the Licensee and make available certain of its poles to the Licensee; and

WHEREAS both parties have determined it is in their best interests to allow the use of Licensor's poles as above described under the conditions described in this Agreement,

NOW THEREFORE, the parties agree as follows:

Licensor enables and hereby grants a license to the Licensee, subject to the terms and conditions hereinafter set forth, to use certain poles of the Licensor for the purpose of attaching its facilities at such locations and such a manner as may from time to time be requested by the Licensee and approved by the Licensor, which approval shall be evidenced by a print marked Exhibit "A", executed by the parties hereto and showing the date of such approval, the pole numbers and the location of such poles. Such prints shall be attached hereto, and made a part hereof and identified by number. The Licensee agrees that its facilities and its use of the pole of poles described in the Exhibit "A" shall be at its, the Licensee's, own risk and at its own cost and expense, and shall be in conformity with the National Electrical Safety Code (NESC) including any amendments thereto.

ARTICLE I

Attachments to Poles

Before attachments are made by Licensee, Licensor will inspect each pole and rearrange or replace its facilities as it deems is required in order to provide space for the Licensee at the expense (including the net cost of pole replacement) of the Licensee. The Licensee shall pay for all rearrangements and net replacement cost incurred by the Licensor prior to attachment by the Licensee. Licensee may also be liable for costs incurred by other licensees for rearranging their facilities. The costs referred to in this agreement shall be Licensor's fully loaded costs, as derived from their normal accounting and costing procedures. Throughout the Term of this Agreement, Licensor shall not intentionally disturb Licensee's authorized attachments, except as such disturbance may be necessary in an emergency or natural disaster situation.

ARTICLE II

Maintenance of Attachments

(a) The Licensee or its agent agrees to make and maintain all attachments upon said poles in a proper, safe and workmanlike manner and in accordance with requirements of the National Electrical Safety Code (NESC).

(b) Whenever a pole to which Licensee has attached facilities is replaced, Licensee shall transfer its facilities at its expense, within 10 days after notice that the pole has been replaced. Whenever such a pole must be of a size larger than that normally required at that location due solely to the requirement of Licensee, Licensee shall pay the incremental cost of such additional pole size, as determined by Licensor, within 10 days of the pole replacement in order to continue to maintain an attachment at that location.

(c) Any strengthening of poles through the use of guying, required to accommodate the attachments of Licensee, shall be provided by and at the expense of Licensee and to the satisfaction of all other occupants of the poles.

ARTICLE III

Right-of-Way for Licensee's Attachments

Nothing herein contained shall be construed as a guarantee or permission from owners of private property or other authorities, to the Licensee to use said facilities, and upon notice that objection is made by such owners or authorities to such use, the Licensor may immediately declare the Exhibit "A" cancelled, and thereupon the Licensee shall remove all attachments and cease to use any or all said facilities.

ARTICLE IV

Hazards to Personnel

Licensee knows that Licensor is engaged in transmitting electric current and will warn its employees or its agent not to touch, move, manipulate or tamper with any attachments of Licensor. Licensee's employees or its agent may access poles to make and maintain attachments, but shall not access the poles where any defective condition is observable until Licensor has been notified and Licensor has made an inspection. Licensee's employees shall not climb Licensor's poles.

ARTICLE V

Liability and Damages

(a) Licensee shall indemnify, protect, defend and save harmless the Licensor, its agents, employees and servants from and against any and all damages on account of damage to property, injury to or death to persons arising either directly or indirectly out of the erection, maintenance,

repair, presence, use or removal of said attachments of Licensee.

(b) At all times during which this Agreement is in effect, Licensee shall carry and keep in effect at its expense, the following types of insurance: Worker's compensation and comprehensive general liability.

(c) Limitation on Damages. Unless otherwise expressly provided in this agreement, Licensor shall not be liable to licensee for consequential, incidental, punitive, exemplary or indirect damages suffered by licensee or by any subscriber, customer or purchaser of licensee for lost profits or other business interruption damages, whether by virtue of any statute, in tort or in contract, under any provision of indemnity, or otherwise, regardless of the theory of liability upon which any such claim may be based.

ARTICLE VI

Existing Rights of Other Parties

Nothing in this Agreement shall be construed as affecting the rights or privileges previously conferred by Licensor on others not parties to this Agreement including rights to use any poles or pole space; and Licensor shall have the right to continue and extend such rights or privileges. The license herein granted shall at all times be subject to such contracts and arrangements.

ARTICLE VII

Assignment of Rights

The rights hereby granted the Licensee are personal to it and cannot be assigned, transferred, or sublet without the consent in writing of the Licensor which shall not be unreasonably withheld.

ARTICLE VIII

Waiver of Terms and Conditions

Failure to enforce any of the terms or conditions of this Agreement shall not constitute a waiver of any such terms or conditions.

ARTICLE IX

Rights of Licensee

(a) No use under this Agreement however extended, of Licensor's poles shall create or vest in Licensee any ownership or property rights in said poles but Licensee's rights therein shall be and remain a mere license. Nothing herein contained shall be construed to compel Licensor to maintain any of said poles for a period longer than that demanded by its own service.

(b) Should Licensee fail to comply with any provision of this Agreement or fail to remove its attachments on the termination of the Agreement, Licensor shall have the continuing right to immediately remove Licensee's attachments from Licensor's poles and charge Licensee the cost of such removal. Waiver of any default hereunder by the Licensor shall not act to waive or excuse any subsequent default by Licensee.

(c) If at any time in the judgment of the Licensor, Licensee's attachments result in an impairment or hazard to Licensor's operation, maintenance or construction activities, Licensor may terminate this Agreement upon 60 days' written notice.

ARTICLE X

Term of Agreement

This Agreement, unless otherwise terminated as is herein provided, shall continue in force from the Effective Date until December 31, 2020 and thereafter from year to year, unless terminated by either party hereto by giving notice of its intention to terminate to the other party at least six months prior to the end of any period.

ARTICLE XI

Applicable Law and Venue

This Agreement shall be governed by and construed under the laws of the State of Minnesota without regard to its conflict of laws principles. Any court proceeding regarding enforcement of this Agreement shall be commenced and heard in **St Louis County District Court**, Minnesota, and the Parties consent and submit to the jurisdiction and venue of that Court.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their officers authorized so to do the day and year first above written.

WITNESS:

City of Mountain Iron
(LICENSOR)

_____ By: _____

Title:

WITNESS:

Minnesota Energy Resources
(LICENSEE)

_____ By: _____

Title:

EXHIBIT "A"

Following is a list of poles with authorized attachments in addition to those included in the Master Agreement:

City/Town/Village	Pole
Mountain Iron	
Mountain Iron	

See picture and description below for attachment detail:

- **Equipment 1: Connected Grid Router (CGR) 23 pounds, 11.3 inches x 9.7 inches x 8.5 inches, 20 to 28 watts nominal, maximum power usage 75 watts, 304 KW hours per year**
- **Equipment 2: Antenna, 1 pound, 18 inches x 1 inch**

See attached map for all pole attachment locations.

These attachments are subject to all terms and conditions of the Master Agreement

Rental Charge = \$

Date of Approval:

City of Mountain Iron
(LICENSOR)

By: _____

Title:

Minnesota Energy Resources
(LICENSEE)

By: _____

Title:



Automated Metering Infrastructure (AMI) Program 2019 City of Mountain Iron

Agenda

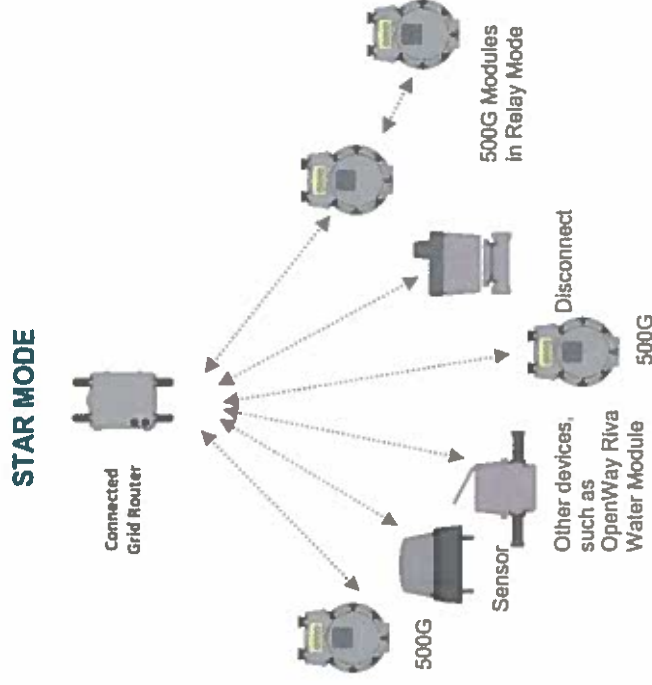
- AML project overview
- Itron network overview
- Network equipment review
- RF awareness
- Disconnecting network devices
- Device installation standards
- Deployment area and identified poles
- Next steps

AMI project overview

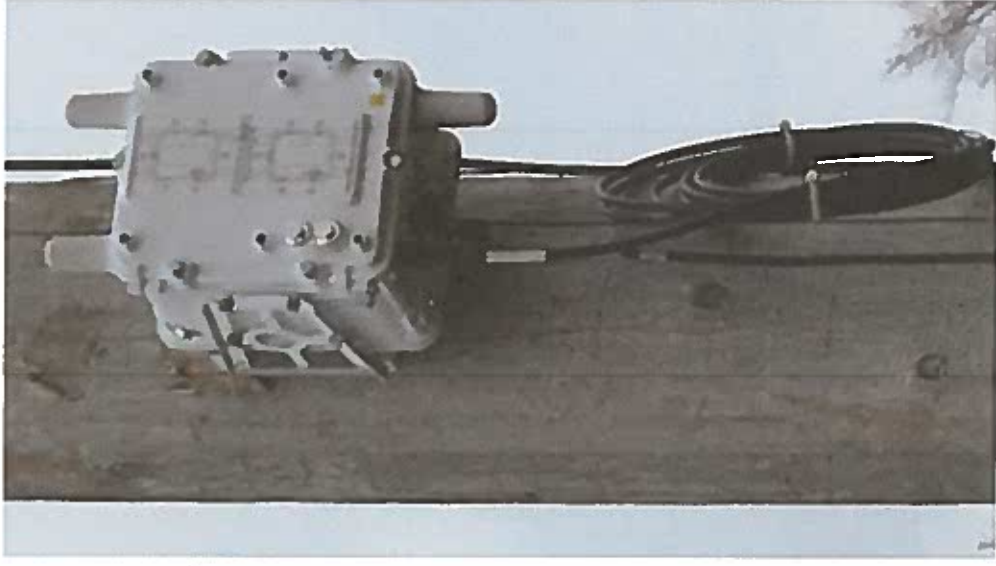
- Minnesota Energy Resources is installing Itron 500G ERT modules on natural gas meters across service area
- ERTs will record interval meter reading data and transmit to Minnesota Energy Resources via the AMI network
- Itron has been selected as the AMI deployment vendor
- Itron will install Cisco Connected Grid Routers (CGR) to enable the service area's AMI network

AMI network overview

- Itron AMI network is point-to-multipoint star mode network
- One CGR communicates with multiple ERTs
- ERTs communicate reads directly to CGR
- In hard to reach areas, an ERT can hop to a neighboring ERT to repeat the signal and transmit information to the CGR

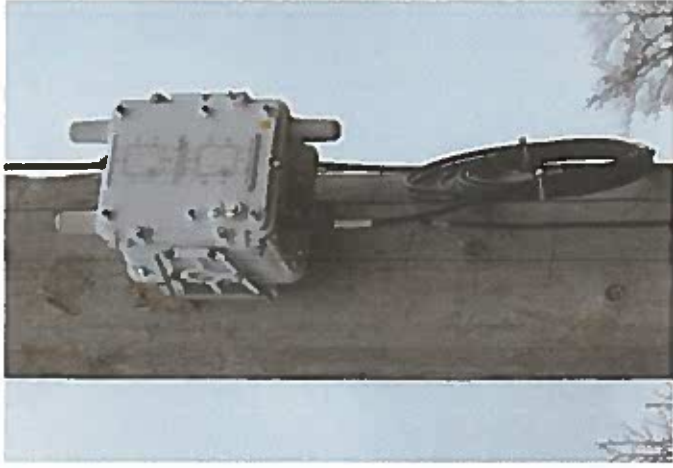


Ittron Connected Grid Router (CGR) overview



- Dimensions: 11.3 inches x 9.7 inches x 8.5 inches (without antennas)
- Weight: 23 pounds
- Power usage: 20 to 28 watts nominal
- Maximum power usage: 75 watts
- CGR uses 304 KWH per year

Network equipment: CGRs and antennas



CGR mounted on wood pole



CGR and antenna
on rooftop



CGR and antenna
on telecom tower

Radio Frequency (RF) awareness for AMI network

- Network uses IPv6 standards and 900 MHz communication band, which does not require a separate license from Federal Communications Commission (FCC)
- Network equipment will sit idle most of time and only transmit small bits of data in very short bursts
- Network equipment has similar power as personal communications systems like a WiFi router, but with much less transmission time

Disconnecting network devices

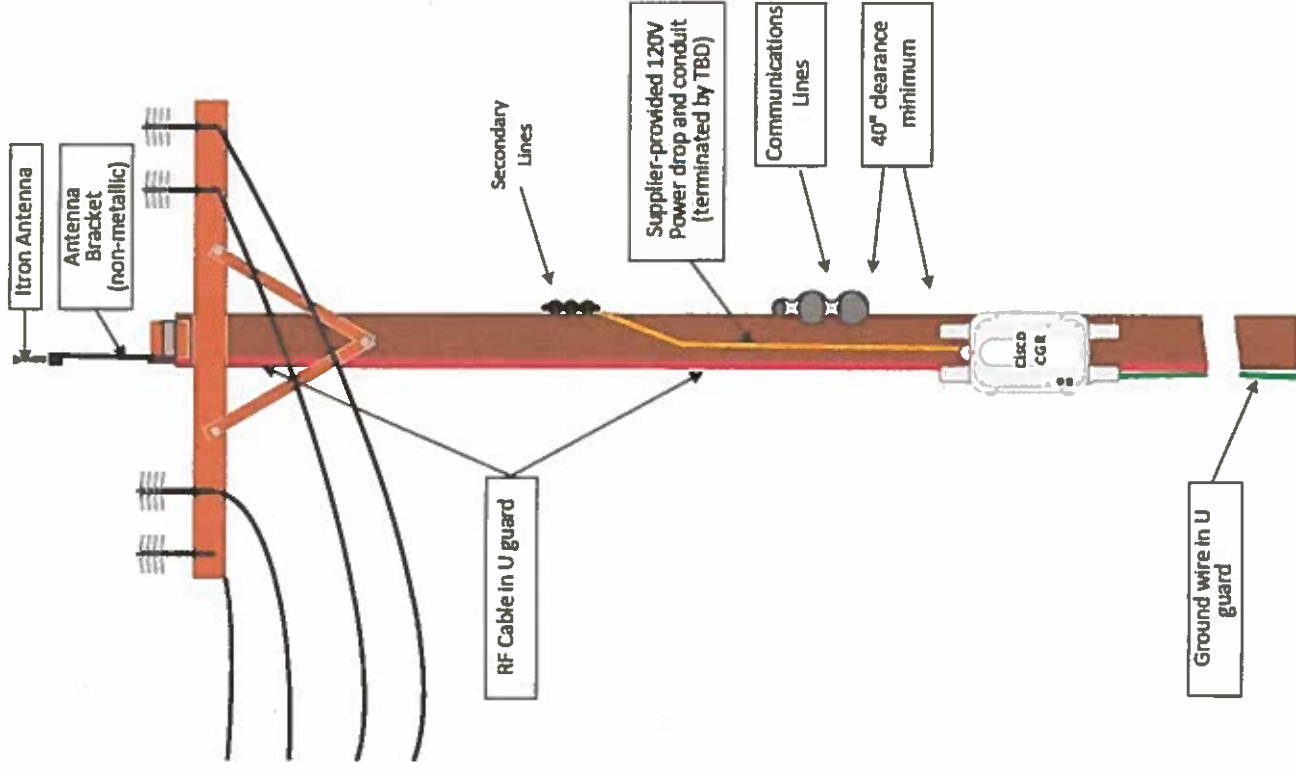
- Power to CGR can be disconnected at bottom of equipment (see photo)
- Call number on CGR sticker if:
 - CGR is going to be shut off for any length of time for maintenance work
 - There is an emergency, and pole is brought down



Where power cable can be disconnected

CGR installation standards

- Antenna will be installed through power space at pole top and requires 35- to 40-foot height
- CGR height should be 10 to 12 feet above ground
- CGR can be installed below communication space on pole with minimum of 40-inch clearance
- CGR requires 120V power drop and conduit
- CGR and antenna need to be grounded at pole



Deployment area: Identified poles

Site ID	Longitude	Latitude	Type	Site Name	Site Name 2	Height (ft)	City
C_49	-92.575968	47.518661	N	MERC Pole	MERC Pole	45	Mountain Iron
C_48	-92.616259	47.519507	J	Utility Pole	JUA	30	Mountain Iron

Google Earth Pro
 File Edit View Tools Help
 47.518661, -92.575968



Next steps

- Finalize poles for CGR installation
- Review joint-use agreement (JUA) details
- Finalize JUA and install CGRs on poles



Questions?





Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Iron Range Partnership for Sustainability		Date organized 2008	Tax exempt number 27-5050532
Address PO Box 1165		City Virginia	State MN
		Zip Code 55792	
Name of person making application Marlise Riffe		Business phone	Home phone 218.410.5129
Date(s) of event October 5, 2019		Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit	
Organization officer's name Ted Anderson		City Iron	State MN
		Zip Code 55751	
Organization officer's name Kelly Dahl		City Cook	State MN
		Zip Code 55723	
Organization officer's name Bobbi Zenner		City Britt	State MN
		Zip Code 55710	
Organization officer's name		City	State MN
			Zip Code

Location where permit will be used. If an outdoor area, describe.

Mt. Iron Community Center

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

No contract

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual through Range Reliable \$2 million coverage
including liquor liability; plus \$100,000 for damages to rented premises**

APPROVAL
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

June 14, 2019



Club Mesabi, Inc.
PO Box 139
Virginia, MN 55792

Craig Wainio
City of Mountain Iron
8586 Enterprise Drive So
Mountain Iron, MN 55768

Dear Craig,

Just sending along a little more information about the Great River Energy Mesabi Trail Bicycle Tour, hosted by Club Mesabi Inc, which will be held on Saturday, August 3, 2019. Thanks for letting us use Locomotive Park! We should be there from 8:00 to about 9:30 a.m. - Barb Fivecoat & Anna Amundson will be staffing the rest stop.

Approximately 700-750 riders will be traveling on the Mesabi Trail from Gilbert to Grand Rapids in a recreational bike tour, this is not a race. Riders will be able to choose from 4 different locations to begin their tour; Gilbert - Hockey Area (72 miles), Buhl - Curling Club (52 miles) Nashwauk - Recreation Center (25 miles), Taconite - Mesabi Trail Kiosk (11 miles). All riders will be ending their tour at Gunn Park in Grand Rapids, where there will be a picnic lunch and music. The tour begins at 8:00 a.m. in Gilbert, and we should be finished in Grand Rapids by approximately 5:00 p.m.

The entire tour will be on the Mesabi Trail. We will have course marshals on the Trail at any locations where the Mesabi Trail crosses a major road; marshals will not be stopping traffic, but rather assuring the cyclists stop for motor vehicles and follow the rules of the road. We will have EMS personnel and mechanical support available all along the route. We will be using radios from St Louis County along with our own event channel - SU Event 1. In the case of an emergency, you will be able to communicate with us directly via that event channel.

Enclosed is a brochure that gives more specifics about the tour. Please feel free to contact me if you have any questions.

Yours truly,

A handwritten signature in black ink that reads "Ardy Nurmi-Wilberg". The signature is stylized with a large, flowing "A" and "W".

Ardy Nurmi-Wilberg
Tour Director
Club Mesabi, Inc., Executive Director
218-749-4331 (home office)
ardynw@msn.com

June 21, 2019

Dear Golden Bear Supporter:

First, we would like to thank you for your past support of Golden Bear Athletics. As I am sure you are aware, cuts to school budgets have made it impossible to provide even the most basic necessities to our athletes, without private fundraising. In past years, the Eveleth Gilbert Golf Boosters have hosted a golf scramble tournament as our primary source of revenue to enable us to supply a limited amount of golf balls, practice round greens fees, etc. to our players. We are very pleased to let you know that the City of Eveleth has given us approval this year to partner our efforts with the annual Cliff Thompson Scramble on July 3 at the Eveleth Municipal Golf Course. The Thompson has served as a kickoff to the Fourth of July Festivities in Eveleth-Gilbert for many years and is one of the biggest events every summer at the course.

We are asking that your business consider a hole sponsorship for this event by making a \$100 donation to the Eveleth Gilbert Golf Boosters. Your business will be prominently acknowledged in the clubhouse and on a tee area should you choose to sponsor.

We are coming off a very successful golf season – with juniors Taya Kwiatkowski, Mollie Albrecht, Cody Stankisch, and Elliot Van Orsdel all competing in the State tournament earlier this month. The future of our program looks bright – despite losing four seniors in Lauren Day, Emily Rinne, Julia Licari, and Joe Sjoberg, who greatly contributed to our recent successes – for both the boys and girls, with all four State participants returning along with a core of other promising players.

Should you decide to sponsor a hole please make the check payable to the Eveleth Gilbert Golf Boosters. We would be happy to pick it up at your business or forward it to:

Matt Sjoberg
4297 Golf Course Road
Eveleth, MN 55734

Feel free to call or text Matt Sjoberg at (218) 780-2178 if you have any questions. Thank you very much for your continued support of Golden Bear Athletics.



Matt Sjoberg
Josh Bestul
Co-Head Boys Golf Coaches

Cathy Larson
Head Girls Golf Coach