



**MOUNTAIN IRON  
CITY COUNCIL  
MEETING**

**MONDAY, AUGUST 19, 2019**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER  
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, AUGUST 19, 2019 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
  - II. Consent Agenda
    - A. Minutes of the August 5, 2019, Regular Meeting (#1-3)
    - 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. Energy Assistance Program Agreement (#7-10)
    - C. Director of Public Works Report
    - D. Library Director/Special Events Coordinator's Report (#11)
    - E. Sheriff's Department Report
    - F. City Attorney's Report
    - G. City Engineer's Report
    - H. Personnel Committee
      - 1. Fire Department Recommendation (#12)
    - I. Liaison Reports
  - V. Unfinished Business
  - VI. New Business
    - A. Resolution Number 08-19 Authorizing Bids (#13-21)
    - B. Reschedule Next Meeting
  - VII. Communications (#22)
  - VIII. Announcements
  - IX. Adjourn
- # Page Number in Packet  
\*Enclosed

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
August 5, 2019

Mayor Skalko called the City Council meeting to order at 6:33p.m. with the following members present: Councilor Joe Prebeg Jr., Alan Stanaway, Julie Buria, Steve Skogman, and Mayor Gary Skalko. Also present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Anna Amundson, Library Director/Special Events Coordinator; Amanda Inmon, Municipal Services Secretary; Al Johnson, City Engineer; and SGT John Backman, Sherriff's Department.

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

1. Approve the minutes of the July 15, 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 July 16-31, totaling \$650,407.21 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period July 16-31, totaling \$100,591.67 (a list is attached and made a part of these minutes).

The motion carried on roll call vote.

Public Forum:

- Bradley Peterson, representative from Coalition of Greater Minnesota Cities spoke about the recent Legislative session

The Mayor reported on the following:

- Mass shootings are an epidemic, with the first reported one being in 1966, however in the last 20years, the amount of shootings have escalated. It is time for a change, cannot sit as a nation and do nothing, Elected leaders must do something. It is happening everywhere, not only in larger cities but smaller ones as well with no environment or location being off limits
- Condolences to the family and friends of Irene Coleman
- Condolences to the family and friends of Edna Niskanen
- Condolences to the family and friends of Warren "Ermine" Smith
- Condolences to the family and friends of Mike Marincel
- Condolences to the family and friends of Lynn Suskovic
- Great work to Shirley Savela for the outstanding work done while working with Sand Lake Shuffle
- Spoke with a Representative who recently purchased Plaza 53
  - Total renovation to the location both inside and out

City Administrator:

- City of Mountain Iron achieved Step 2 in the Minnesota Green-Step Cities program
- Demolition of 5702 Mineral Avenue is ready, with the exception of the disconnection of services from Minnesota Energy
- Health Insurance premiums do not look to increase for the 2020 year

It was moved by Prebeg and seconded by Stanaway to recommend that Matthew Cerkenik be transferred from the position of Maintenance, Job Class 16, to the position of Journeyman Lineman, Job Class 22, as he has completed all the requirements as an apprentice lineman. The motion carried.

Director of Public Works:

- City Crews out jetting sewers and completing fall work, getting ready for winter season

Library Director/Special Events Director:

- Tuesday, August 6<sup>th</sup> “1<sup>st</sup> National Night Out,” at the Mountain Iron Community Center
- Summer reading program completed, with 84 kids reading 60,000 minutes

Sheriff's Department:

- No formal report
- August 1<sup>st</sup> – “Hands free Cell-phone use” policy enforced

City Engineer:

- No formal report

It was moved by Prebeg and seconded by Skogman to award the replacement of the water main from Dairy Queen entrance to American Bank Entrance along Unity Drive, along with the Alternative No. 1, which would replace from American Bank entrance to Enterprise Drive South intersection along Unity Drive to Bougalis Inc., Hibbing, MN in the amount of \$128,495. The motion carried unanimously on roll call vote.

It was moved by Prebeg and seconded by Stanaway to authorize BG's Bar & Grill to provide alcohol for Kaylen Erchul wedding on August 17, 2019 to be held at the Mountain Iron Community Center. The motion carried unanimously on roll call vote.

It was moved by Prebeg and seconded by Skogman to authorize BG's Bar & Grill to provide alcohol at the Mountain Iron (South Grove) Recreation Complex on August 10<sup>th</sup> and August 11<sup>th</sup> for the “Greg Peterson Memorial Wooden Bat Tournament.” The motion carried unanimously on roll call vote.

At 7:32p.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 Merritt Elementary PTA for the continued support and recent donation to their “Annual Kid Fit Program,” held at Merritt Elementary School

Distribution Summary

Category	Distribution	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	300.00
BUILDING RENTALS	COMMUNITY CENTER	975.00
BUILDING RENTALS	NICHOLS HALL	70.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	217.69
CAMPGROUND RECEIPTS	FEES	7,850.03
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP	233.70
CAMPGROUND RECEIPTS	PAVILION FEES	174.33
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	587.27
CD INTEREST	CD INTEREST 101	2,964.43
CD INTEREST	CD INTEREST 378	1,360.73
CD INTEREST	CD INTEREST 602	97.20
CD INTEREST	CD INTEREST 604	291.58
CD INTEREST	CD INTEREST601	145.79
COPIES	COPIES	10.00
INTERGOVERNMENTAL REVENUE	LOCAL GOVERNMENT AID	471,495.79
INTERGOVERNMENTAL REVENUE	MISCELLANEOUS STATE AID	2,264.50
METER DEPOSITS	ELECTRIC	450.00
METER DEPOSITS	WATER	40.00
MISCELLANEOUS	ASSESSMENT SEARCHES	10.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	2,557.52
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	217.34
MISCELLANEOUS	DELTA DENTAL PAYABLE	193.70
MISCELLANEOUS	FAX CHARGES	.50
MISCELLANEOUS	REIMBURSEMENTS	.50
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	69.62
PERMITS	BUILDING	225.33
UTILITY	UTILITY	157,604.66
Grand Totals:		<u>650,407.21</u>

## Report Criteria:

Report type: Summary

Check.Type = {&lt;=&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/19	08/06/2019	153523	10070	A-1 RENTAL SERVICES INC	101-20200	1,070.00
08/19	08/06/2019	153524	10012	ABE ENVIRONMENTAL SYSTEMS, INC	101-20200	379.50
08/19	08/06/2019	153525	765	ALLISON POLACEC	101-20200	200.00
08/19	08/06/2019	153526	130017	AMERICAN BANK	101-20200	265.15
08/19	08/06/2019	153527	10075	AMERIPRIDE SERVICES	601-20200	78.64
08/19	08/06/2019	153528	10066	AQUA POWER	602-20200	1,477.50
08/19	08/06/2019	153529	10019	ARMORY SHELL	101-20200	484.11
08/19	08/06/2019	153530	10010	ARROW AUTO	101-20200	90.91
08/19	08/06/2019	153531	10023	ARROWHEAD REGIONAL DEVELOPMENT	101-20200	200.00
08/19	08/06/2019	153532	20022	BENCHMARK ENGINEERING INC	601-20200	5,705.50
08/19	08/06/2019	153533	20041	BROWN-CAMPBELL COMPANY	101-20200	367.00
08/19	08/06/2019	153534	30055	BTAC ACQUISITION CORP.	101-20200	902.71
08/19	08/06/2019	153535	1292	CAROLINE PODLOGAR	101-20200	198.68
08/19	08/06/2019	153536	30017	CARQUEST (MOUNTAIN IRON)	101-20200	249.80
08/19	08/06/2019	153537	8050	CASSANDRA JAMES	101-20200	60.00
08/19	08/06/2019	153538	1163	CATHLEEN PALKOVICH	604-20200	171.36
08/19	08/06/2019	153539	30082	CITY OF EVELETH	101-20200	321.60
08/19	08/06/2019	153540	220003	CITY OF VIRGINIA	101-20200	50.79
08/19	08/06/2019	153541	207	CODY ELLIS	101-20200	56.06
08/19	08/06/2019	153542	30093	COMMERCIAL REFRIG. SYSTEM INC.	101-20200	215.00
08/19	08/06/2019	153543	30026	COMO LUBE & SUPPLIES INC	101-20200	125.00
08/19	08/06/2019	153544	30072	COMPUTER WORLD	101-20200	4,572.25
08/19	08/06/2019	153545	140013	CORE & MAIN LP	602-20200	3,720.84
08/19	08/06/2019	153546	402	COREY JOHNSON	101-20200	57.40
08/19	08/06/2019	153547	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,814.55
08/19	08/06/2019	153548	50048	ENERGY INSIGHT INC	604-20200	2,467.38
08/19	08/06/2019	153549	50044	ENVIROTECH SERVICES INC	101-20200	3,493.25
08/19	08/06/2019	153550	50047	ESS BROTHERS & SONS INC	602-20200	320.00
08/19	08/06/2019	153551	766	FAITH SKUR	101-20200	200.00
08/19	08/06/2019	153552	60003	FIVE SEASONS SPORTS CENTER	101-20200	100.33
08/19	08/06/2019	153553	70016	GOPHER STATE ONE CALL INC	604-20200	49.95
08/19	08/06/2019	153554	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60
08/19	08/06/2019	153555	80022	HAWKINS INC	602-20200	1,488.39
08/19	08/06/2019	153556	80001	HILLYARD/HUTCHINSON	101-20200	447.27
08/19	08/06/2019	153557	90026	INDUSTRIAL LUBRICANT COMPANY	602-20200	1,809.95
08/19	08/06/2019	153558	90021	IRON RANGE TYKES LEARNING CENTER	604-20200	1,474.91
08/19	08/06/2019	153559	90005	ITALIAN BAKERY INC	101-20200	36.80
08/19	08/06/2019	153560	767	JESSLYN POITRA	101-20200	200.00
08/19	08/06/2019	153561	120013	L & L RENTALS INC	101-20200	2,219.52
08/19	08/06/2019	153562	120032	LAKE COUNTRY POWER	101-20200	203.25
08/19	08/06/2019	153563	12001	LAMKE BROADCASTING	101-20200	64.90
08/19	08/06/2019	153564	120036	LANYK ELECTRIC	604-20200	570.29
08/19	08/06/2019	153565	120002	LAWSON PRODUCTS INC	602-20200	653.53
08/19	08/06/2019	153566	60020	LISA STEVENS	101-20200	40.76
08/19	08/06/2019	153567	1026	MARK & KRIS BUTORAC	101-20200	100.00
08/19	08/06/2019	153568	130041	MESABI BITUMINOUS	101-20200	3,238.20
08/19	08/06/2019	153569	130004	MESABI DAILY NEWS	101-20200	49.85
08/19	08/06/2019	153570	110035	MIDWEST COMMUNICATIONS	101-20200	1,090.00
08/19	08/06/2019	153571	130186	MIDWEST MACHINERY COMPANY (dba	101-20200	666.35
08/19	08/06/2019	153572	130008	MINNESOTA MUNICIPAL UTILITIES	101-20200	2,370.00
08/19	08/06/2019	153573	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,913.82
08/19	08/06/2019	153574	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	464.17
08/19	08/06/2019	153575	130034	MN POLLUTION CONTROL AGENCY	602-20200	390.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/19	08/06/2019	153576	130086	MN RURAL WATER ASSOCIATION	601-20200	250.00
08/19	08/06/2019	153577	130151	MN SECRETARY OF STATE-NOTARY	101-20200	120.00
08/19	08/06/2019	153578	632	MONTANA JOHNSON	604-20200	100.14
08/19	08/06/2019	153579	120007	MOTION INDUSTRIES INC	101-20200	264.96
08/19	08/06/2019	153580	130031	MOUNTAIN IRON ECONOMIC DEV	101-20200	2,226.90
08/19	08/06/2019	153581	130015	MOUNTAIN IRON PUBLIC UTILITIES	101-20200	20.83
08/19	08/06/2019	153582	140001	NUTRIEN AG SOLUTIONS, INC.	101-20200	276.98
08/19	08/06/2019	153583	150006	OMG NATIONAL	101-20200	1,252.77
08/19	08/06/2019	153584	160066	PACE ANALYTICAL SERVICES, LLC	602-20200	411.00
08/19	08/06/2019	153585	160002	PETTY CASH FUND	101-20200	132.88
08/19	08/06/2019	153586	160038	PITNEY BOWES GLOBAL FINANCIAL	101-20200	272.40
08/19	08/06/2019	153587	160023	POHAKI LUMBER	101-20200	111.36
08/19	08/06/2019	153588	170007	QUILL CORPORATION	101-20200	284.27
08/19	08/06/2019	153589	180004	RANGE COOPERATIVES	101-20200	32.00
08/19	08/06/2019	153590	180088	RANGE PAPER	101-20200	29.04
08/19	08/06/2019	153591	1293	RENAE PRUDHOMME	101-20200	68.22
08/19	08/06/2019	153592	1290	RICHARD REIN	101-20200	99.34
08/19	08/06/2019	153593	257	SARICH, RAIJA	101-20200	39.39
08/19	08/06/2019	153594	190010	SEPPI BROTHERS	601-20200	524.60
08/19	08/06/2019	153595	190045	SERVICE SOLUTIONS	101-20200	23.00
08/19	08/06/2019	153596	190014	SHERWIN WILLIAMS	101-20200	455.20
08/19	08/06/2019	153597	190004	SKUBIC BROS INC	603-20200	179.19
08/19	08/06/2019	153598	1270	SLAUKO PETEK	101-20200	68.22
08/19	08/06/2019	153599	190039	ST LOUIS COUNTY REGISTRAR OFFICE	101-20200	66.00
08/19	08/06/2019	153600	190012	SUMMIT COMPANIES	101-20200	2,030.12
08/19	08/06/2019	153601	5007	SUN LIFE FINANCIAL	602-20200	876.55
08/19	08/06/2019	153602	200003	TACONITE TIRE SERVICE	101-20200	89.24
08/19	08/06/2019	153603	180023	TECH BYTES	101-20200	40.00
08/19	08/06/2019	153604	180028	TEXTILESPLUS	101-20200	1,054.15
08/19	08/06/2019	153605	200020	THE TRENTI LAW FIRM	101-20200	1,946.26
08/19	08/06/2019	153606	1289	TIM OTTO	101-20200	66.23
08/19	08/06/2019	153607	80053	TYREL HEBL	601-20200	47.52
08/19	08/06/2019	153608	210001	UNITED ELECTRIC COMPANY	604-20200	680.61
08/19	08/06/2019	153609	220025	VERIZON WIRELESS	602-20200	17.66
08/19	08/06/2019	153610	220014	VIKING INDUSTRIAL NORTH	101-20200	492.59
08/19	08/06/2019	153611	230001	WALKER GIROUX AND HAHNE LLC	101-20200	36,350.00
08/19	08/06/2019	153612	240001	XEROX CORPORATION	101-20200	546.23
Grand Totals:						100,591.67





**Arrowhead Economic Opportunity Agency**

702 THIRD AVE SOUTH

VIRGINIA, MN 55792

Phone: (218) 735-6839 Toll Free: (844) 568-0149

FAX: (612) 465-5869

[www.aeo.org](http://www.aeo.org)

Dear Energy Vendor:

The Energy Assistance Program (EAP) for the upcoming heating season will start October 1, 2019. Enclosed you will find a copy of the EAP FFY2020, Agreement Between Energy Vendor and Service Provider and a Vendor Price List. When it becomes available you will receive a copy of Chapter 3 of the 2020 EAP manual entitled Energy Vendors.

Please do the following:

- Read Chapter 3 – Energy Vendors
- Read the 2020 Vendor agreement
- Complete the Vendor Price List and return with other requested documents
- *Connected utilities* - Send a copy of your company's cold weather rule and disconnection policies
- *Delivered fuel* –Send a copy of your company's delivery policy
- Sign and return the agreement to Energy Assistance Coordinator, Jean Pelletier. *Please note that our office will return a copy of the agreement to your company that contains all signatures along with the Energy Vendor chapter.*

Please return all completed documents to AEOA by August 23rd, 2019.

EAP 2020 applications will be mailed to all previous year (EAP 2019) eligible households by mid-September. The early mailing will allow AEOA time to process applications prior to the onset of cold weather and prepare them for payment once federal funding is received.

Please feel free to call me if you have any questions at 218-748-7352. The Energy Assistance Program Staff looks forward to working with you in the coming program.

Thank you for your cooperation.

Sincerely,

Jean Pelletier  
Energy Assistance Manager  
[800-662-5711](tel:800-662-5711) 7352  
[218-748-7352](tel:218-748-7352)  
Fax [612-465-5869](tel:612-465-5869)  
[Jean.pelletier@aeo.org](mailto:Jean.pelletier@aeo.org)



## Minnesota Energy Assistance Program FFY20

**Agreement Between Energy Vendor and Service Provider**

Mountain Iron City of , 8586 ENTERPRISE DR S Mountain Iron MN 55768, and successor home energy providers, hereafter referred to as “the energy vendor”, hereby agrees to cooperate with Arrowhead Economic Opportunity Agency (AEOA), hereafter referred to as “the Service Provider”, and the Minnesota Department of Commerce (COMM), Energy Assistance Programs, hereafter referred to as “the State” to deliver the Minnesota Energy Assistance Program for Federal Fiscal Year 2020 (FFY20), October 1,2019 through September 30, 2020.

**I. The energy vendor and the Service Provider will:**

1. Follow Energy Assistance Program (EAP) policies and procedures in the *EAP Policy Manual* (in particular Chapter 3).
2. Maintain accurate client and consumption information.
3. Comply with the MN Government Data Practices Act (MGDPA), MN Stat. Ch. 13, as it applies to all data provided by the energy vendor, the State, or its contractors under this agreement and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the energy vendor or the Service Provider, in performing the duties under this agreement. To administer this program, the energy vendor and the service provider utilize a secure database with private information on individuals protected under the MGDPA. The energy vendor and Service Provider agree to not release any private data, including from the database, to any third party without written authorization from the subject of the data. By signing the application, applicants consent to the use of their private information for purposes of this agreement.
4. Use information obtained from energy vendor, the State, or its contractors for the sole purpose of performing responsibilities and duties for energy programs run by the State. Further, Service Provider and energy vendor shall implement and maintain appropriate and reasonable administrative, technical and physical safeguards to protect such information from accidental or unauthorized access, use, disclosure, and loss or destruction.
5. Negotiate for continuation or reconnection of service to households determined eligible for EAP benefits.
6. Establish a dispute resolution process to resolve issues arising during the term of this agreement.
7. Collaborate and do everything possible to ensure the customer has continuous access to home heating.
8. Minimize the risks of a customer’s home energy crisis through the use of the EAP benefits.
9. Encourage regular payments from the household.
10. Collaborate to reduce home energy costs.
11. Work together to ensure EAP payments are appropriately applied to accounts and used for EAP services as designated by the Service Provider.

**II. The Service Provider will:**

1. Determine customer eligibility.
2. Provide new and existing energy vendors with information about the eHEAT software system.
  - Encourage all energy vendors to become an eHEAT user, allowing them access to eligibility and benefit data “online”.
  - Provide necessary and/or ongoing training to energy vendors using eHEAT.
3. Make authorization through eHEAT, telephone, fax or electronic communication of payments for:
  - Electricity, heating sources and delivery of fuel.
  - Continuation or reconnection of connected utilities.
  - Fees including: service deposits, pressure tests, line bleeding, tank setting, tank rental, membership, if applicable.
  - Removal from load limiters.
  - Due and past due amounts for electricity and heating fuels.
4. Maintain customer authorizations for exchange of private data between the Service Provider and the energy vendor.
5. Enter account number into eHEAT in the format supplied by the energy vendor.

**III. The energy vendor will:**

1. Ensure EAP eligible households are not treated adversely compared to other households. Oil and propane dealers are required to comply with the Discrimination Prohibition in Minn. Stat. §325E.027. In addition, propane dealers are required to comply with the following: Price and Fee Disclosure, Budget Payment Plan, Propane Purchase Contracts, and Terms of Sale in Minn. Stat. §§216B.0992 - .0995. This includes making available the cash price or other applicable discount programs to EAP households.
2. Supply account number format to the Service Provider.
3. Upon request, provide a written price list of normal & customary services for home energy costs including but not limited to:
  - Leak seek and pressure tests
  - Bleeding lines
  - Tank setting
  - Service deposits
  - Reconnection fees
  - Membership fees
  - Minimum delivery requirements and costs
  - Emergency fuel and after hours delivery costs
4. When possible deliver remaining EAP benefit before September 30, 2019.

eHEAT Vendor ID #: 2252

5. Timely provide at the request of the customer, the Service Provider or the State, information on applicant households' home energy costs, dwelling consumption data, delivery dates, bill payment history, arrearage history or post-delivery information. This information will be provided in the format requested.
6. Provide dwelling consumption data within 5 business days of the request in eHEAT.
7. Respond promptly to consumption requests for crisis situations.
8. Register with the State to receive EAP payments.
9. Use the warrant or EFT date as the EAP payment date.
10. Apply all EAP payments to the households account within 5 business days of receipt of payment.
11. Apply EAP payments to the household's energy costs before applying other energy payments.
12. Accept all customer payments.
13. Use EAP funds to pay for home energy costs, including fuel and other routine and required services as designated by the Service Provider. Expenses such as service contracts, water, sewer, garbage, cable, internet, telephone, gasoline, machine parts, engine oil, etc. cannot be paid with EAP funds.
14. Continue service, reconnect or deliver fuel to households as negotiated by the Service Provider on behalf of the household.
15. When addressing household energy emergencies, when possible, accept eHEAT payment status of "Payable" for payment. When eHEAT is not available, accept early notification authorization by telephone, fax or electronic communication for delivery of fuel, continuation or reconnection of connected utilities, or service deposits, and removal from load limiters.
16. Accept a household application status in eHEAT of "approved" as income eligibility validation for EAP.
17. Report dangerous heating or fuel delivery situations for EAP households to the Service Provider.
18. Process and refund to the State any refunds requested by the Service Provider within 10 business days.
19. Process and refund to the State all credits attributable to EAP payments remaining on a customer's account within 10 business days after a client ceases to be a customer.
20. Notify the Service Provider or State if there is reason to believe EAP funds have been misused as described in the EAP Policy Manual.
21. Allow the Service Provider or State access to fiscal records of EAP transactions for audit purposes for period of three (3) years after payment.
22. Complete and return the *Vendor Monitoring Report* and the *EAP Leveraging Report*, when requested.
23. Use eHEAT when possible to administer EAP program business, including but not limited to:
  - Providing consumption
  - Maintaining energy vendor account numbers
  - Monitoring eligibility and payments
  - Recording refunds
24. Implement and maintain eHEAT database security policies by:
  - Limiting access to authorized personnel only
  - Ensuring each user is assigned a unique user ID
  - Ensuring email addresses associated with each user ID are current
  - Disabling users immediately upon termination of their role in the service delivery of EAP
  - Disabling users who are on a temporary leave of absence, extended vacation, etc.

IV. Either party to this agreement may terminate it at any time, with or without cause, upon thirty days written notice to each other and the State.

**V. Signatures:**

<b>Energy Vendor:</b>		
<b>Authorized Energy Vendor Representative:</b>		
Please Print Name	Signature	Date
<b>Company Contact Person:</b>		
Please Print Name	( ) Telephone	( ) Fax
( )	E-mail address	
24 hour number to address after hours emergencies		

<b>EAP Service Provider:</b>		
<b>Authorized Service Provider Representative:</b>		
Jean Pelletier	Signature	Date
<b>Energy Assistance Coordinator:</b>		
Jean Pelletier	(218)748-7352	(612)465-5869
Please Print Name	Telephone	Fax
(844)568-0149	eap.document@aeoa.org or jean.pelletier@aeoa.org	
24 hour emergency number	E-mail address	



Minnesota Energy Assistance Program (EAP)

# Energy Vendor Price List

Energy Vendor Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please provide what your company charges for the following services (mark "NA" if not-applicable), as well as normal and customary services for home energy costs eligible for payment with EAP funds:

<b>Energy Vendor Service and Price Information</b>	
Leak seek and pressure tests:	
Bleeding lines:	
Tank setting:	
Service deposits:	
Reconnection fees:	
Membership fees:	
Minimum delivery requirements and costs:	
Emergency fuel and after hours delivery costs:	
Other charges:	
Cash discount:	

**Energy Vendors must provide price information upon request, using this form or another format as long as it contains necessary information.**

Mountain Iron Public Library

Monthly Report

July 2019

**Circulation:**

Items checked out: 2,572      Items checked in: 2,693

Total Circulation of materials in July: 5,265

**Attendance:**

Adults: 793    Youth: 561    Patrons in July: 1,354 Total Library Usage: 1,785

(Summer Reading Program: 242 & Summer Food Program: 189)

Reference Desk visits: 331    Computer Use Sessions: 210

**Events and Activities at the library in July:**

July 10, 17, 24 & 31: TOPS GROUP

July 1, 8, 15 & 22: YOUNG READERS Program

July 2: The Library goes to the Theatre (Youth event)

July 10: Teddy Bear Picnic

July 12: Kenny Ahern (Legacy Concert)

July 16: Class Reunion Meeting/ SWOP Board Meeting

July 17: Old McDonald had a Banjo (Legacy Concert)

July 18: Youth Book to Movie "Because of Winn Dixie"

July 20: Summer Reading Program Awards Event

July 23: Adult Book to Movie "Under the Tuscan Sun"

July 25: SWOP Library "Science" event

July 29: ALS Training (Duluth Public Library) – Anna

July 31: Iron Range Tykes – Story time & Pop-up Library (Anna)

**COUNCIL LETTER 081919-IVH1**

**PERSONNEL COMMITTEE**

**FIRE DEPARTMENT**

**DATE:** August 14, 2019

**FROM:** Personnel Committee

Craig J. Wainio  
City Administrator

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The Personnel Committee has thoroughly reviewed the status of Firefighter Justin Blazewicz. It is the recommendation that the suspension of Mr. Blazewicz be lifted immediately and he return to duty with the Fire Department in his previous capacity.



# 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 08-19

### APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

**WHEREAS**, pursuant to Resolution Number 07-19 passed by the City Council on July 1, 2019, the City Engineer has prepared plans and specifications for Improvement Number 19-05, the 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 has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 10:00 a.m. on September 24, 2019, at which time they will be publicly opened in the Mountain Iron Room of the Community Center by the City Administrator and engineer, will then be tabulated, and will be considered by the City Council at 6:30 p.m. on October 4, 2019, in the Mountain Iron Room of the Community Center. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Administrator for ten percent of the amount of such bid.

**DULY ADOPTED BY THE CITY COUNCIL THIS 19<sup>th</sup> DAY OF AUGUST, 2019.**

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Mayor Gary Skalko

ATTEST:

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City Administrator



*Protecting, maintaining and improving the health of all Minnesotans*

July 25, 2019

Mountain Iron City Council  
c/o City Administrator  
Mountain Iron City Hall  
8586 Enterprise Drive South  
Mountain Iron, Minnesota 55768

Dear Council Members:

**SUBJECT:** Sanitary Survey Report for Mountain Iron Public Water System (PWS), St. Louis County, PWSID 1690035

Enclosed is a copy of the sanitary survey report summarizing an on-site inspection of your Community Public Water System. This report includes a review of the system's water source, facilities, equipment, operation, maintenance, and monitoring compliance for the purpose of evaluating the adequacy of the facilities for producing and distributing safe drinking water. Technical and management information regarding the operation of the system may also be provided. Conducting sanitary surveys on a regular basis is an important element in preventing contamination of drinking water supplies and in maintaining compliance with the National Primary Drinking Water Standards.

Please take appropriate action to address any deficiencies or recommendations identified within this report. A deficiency may lead to a contamination of the water supply or failure of the system to be in compliance with the Safe Drinking Water Act. The enclosed report must be kept on file and made available for public review for not less than ten (10) years.

The Minnesota Department of Health (MDH) continues to monitor your PWS for contaminants identified by state and federal drinking water regulations. The results of such monitoring are not part of this report. They are sent to you under separate cover as they become available.

If you have questions concerning the information contained in the report, please contact me at 218/302-6178.

Sincerely,

A handwritten signature in black ink, appearing to be "M. Luhrsen", is written over a horizontal line.

Michael Luhrsen, P.E.  
Community Public Water Supply Unit  
Environmental Health Division  
11 East Superior Street, Suite 290  
Duluth, Minnesota 55802-2007

ML

Enclosures

cc: Water Superintendent





**MINNESOTA DEPARTMENT OF HEALTH  
SECTION OF DRINKING WATER PROTECTION  
Public Water Supply Inventory Report**



<b>System Name: Mountain Iron</b>	<b>Survey Date: 06/27/2019</b>
<b>PWSID: 1690035</b>	<b>Surveyor: Michael Luhrsen, P.E.</b>
<b>System Contact: Tyrel Hebl</b>	<b>PWS Type: Community</b>

**Contact Information**

<u>Name</u>	<u>Address</u>	<u>Phone/Email</u>
<b>Contact</b>		
Tyrel Hebl		Business Phone 1 218/742-6622, Ext. cell Business Phone 2 218/735-8559, Ext. WWTP Email Thebl@ci.mountain-iron.mn.us
Tim Satrang		Business Phone 1 218/748-7570 Business Phone 2 218/750-0121, Ext. cell Email tsatrang@ci.mountain-iron.mn.us
<b>Owner/Responsible Party</b>		
Mountain Iron City Council	c/o City Administrator Mountain Iron City Hall 8586 Enterprise Drive South Mountain Iron, MN 55768	Business Phone 1 218/748-7570 Email cwainio@ci.mountain-iron.mn.us
<b>Financial</b>		
Mountain Iron City Council	c/o City Administrator Mountain Iron City Hall 8586 Enterprise Drive South Mountain Iron, MN 55768	Business Phone 1 218/748-7570
<b>Sample Bottles/General Correspondence</b>		
Mountain Iron Water Superintendent	City Hall 8586 Enterprise Drive South Mountain Iron, MN 55768	Business Phone 1 218/742-6622, Ext. Cell Business Phone 2 218/735-8559 Email Thebl@ci.mountain-iron.mn.us
<b>Emergency Workday</b>		
Tyrel Hebl		Business Phone 1 218/742-6622, Ext. Cell Business Phone 2 218/735-8559, Ext. WWTP Email Thebl@ci.mountain-iron.mn.us
Brad Bennett		Business Phone 1 218/750-7214
<b>Emergency After-Hours</b>		
Tyrel Hebl		Business Phone 1 218/742-6622, Ext. Cell Business Phone 2 218/735-8559, Ext. WWTP Email Thebl@ci.mountain-iron.mn.us
Craig Wainio, City Administrator		Business Phone 1 218/749-5297 Cell Phone 218/742-6561 Email cwainio@ci.mountain-iron.mn.us



**MINNESOTA DEPARTMENT OF HEALTH**  
**SECTION OF DRINKING WATER PROTECTION**  
**Public Water Supply Inventory Report**



System Name: <b>Mountain Iron</b>	Survey Date: <b>06/27/2019</b>
PWSID: <b>1690035</b>	Surveyor: <b>Michael Luhrsen, P.E.</b>
System Contact: <b>Tyrel Hebl</b>	PWS Type: <b>Community</b>

<u>Name</u>	<u>Address</u>	<u>Phone/Email</u>
<b>Consumer Confidence Report</b>		
Tim Satrang		Business Phone 1 218/748-7570 Email tsatrang@ci.mountain-iron.mn.us
Tyrel Hebl		Business Phone 1 218/742-6622 Email thebl@ci.mountain-iron.mn.us

**Classification Information**

Owner Type: Municipal	Population: 2869
System Class: C	Service Connections: 934
Service Area Characteristics: Municipal	Class Points: 38

**Certified Operators**

<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>	<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>
Hebl, Tyrel P.	B	04/30/2021	Satrang, Tim C.	B	06/30/2020
Albrecht, Lenny M.	C	07/31/2021	Bennett, Bradford G.	C	06/30/2021

**Production Totals**

Design Capacity:	Emergency Capacity:
Average Daily: 300,000 Gallons	Storage Capacity: 1,463,500 Gallons
Highest Daily: 600,000 Gallons	

**Source Information**

Well #1

Unique Well No.: 00150524	Source Type: Groundwater
Type: Well	Pump Capacity (gpm): 800
Status: Active	Pumping Rate (gpm): 800
Availability: Primary	Emergency Capacity:
Year Constructed: 1981	Static Depth (ft):
Well Depth (ft): 375	Drawdown (ft):
Casing Depth (ft): 160	Pump Type: Submersible
Casing Diameter (in): 12	Vulnerable: Yes
Screen Length (ft):	
Aquifer: Biwabik Iron-Formation	



**MINNESOTA DEPARTMENT OF HEALTH  
SECTION OF DRINKING WATER PROTECTION  
Public Water Supply Inventory Report**



System Name: <b>Mountain Iron</b>	Survey Date: <b>06/27/2019</b>
PWSID: <b>1690035</b>	Surveyor: <b>Michael Luhrsen, P.E.</b>
System Contact: <b>Tyrel Hebl</b>	PWS Type: <b>Community</b>

Well #2

Unique Well No.: 00150526	Source Type: Groundwater
Type: Well	Pump Capacity (gpm): 250
Status: Active	Pumping Rate (gpm): 250
Availability: Primary	Emergency Capacity:
Year Constructed: 1981	Static Depth (ft):
Well Depth (ft): 425	Drawdown (ft):
Casing Depth (ft): 160	Pump Type: Submersible
Casing Diameter (in): 12	Vulnerable: Yes
Screen Length (ft):	
Aquifer: Biwabik Iron-Formation	

**Treatment Information**

TREATMENT PLANT #1

Type: Treatment Plant	Source Water: Groundwater
Status: Active	Design Capacity:
Availability: Primary	Emergency Capacity:
<u>Treatment Objective</u>	<u>Treatment Process Mechanism</u>
Disinfection	Chlorine/Gas
Fluoride (Z)	Fluoridation/Hydrofluosilicic acid
Iron removal	Filtration (Gravity)/Dual media
	Oxidation - chemical/Chlorine

**Storage Information**

Elevated 450000

Type: Storage-Elevated	Capacity: 450,000	Gallons
Status: Active	Availability:	Primary
	Chlorination:	<input type="checkbox"/>

Ground 1000000

Type: Storage-Ground	Capacity: 1,000,000	Gallons
Status: Active	Availability:	Primary
	Chlorination:	<input type="checkbox"/>

Ground 13500

Type: Storage-Ground	Capacity: 13,500	Gallons
Status: Active	Availability:	Primary
	Chlorination:	<input type="checkbox"/>



**MINNESOTA DEPARTMENT OF HEALTH  
SECTION OF DRINKING WATER PROTECTION  
Public Water Supply Inventory Report**



System Name: <b>Mountain Iron</b> PWSID: <b>1690035</b> System Contact: <b>Tyrel Hebl</b>	Survey Date: <b>06/27/2019</b> Surveyor: <b>Michael Luhrsen, P.E.</b> PWS Type: <b>Community</b>
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**Bacteriological Sample Site Plan**

**Distribution**

<u>Sample Site ID</u>	<u>Sample Location</u>	<u>Status</u>	<u>Notes</u>
	Library	Active	
	Wastewater Plant	Active	
	Operators Residence	Active	
	City Hall	Active	



MINNESOTA DEPARTMENT OF HEALTH  
Section of Drinking Water Protection  
Sanitary Survey Report



System Name: **Mountain Iron**  
PWSID: **1690035**  
System Contact: **Tyrel Hebl**

Survey Date: **06/27/2019**  
Surveyor: **Michael Luhrsen, P.E.**  
PWS Type: **Community**

**Requirements and Recommendations**

**Water Source**

As a reminder, it is required that a well for a community public water supply be located according to distances specified in Minn.Rules 4725.4450, including not less than 50 feet from a source of contamination including buried sewers (except as specified in Minn. Rules 4725.5850).

**Pumps/Pump Facilities and Controls**

No deficiencies observed.

**Treatment**

No deficiencies observed.

**Water Storage**

No deficiencies observed.

**Distribution**

It is recommended that dead ends in the distribution system be minimized by looping. If looping is not feasible, a fire hydrant, approved flushing hydrant or blow off for flushing purposes must be used at the dead ends to maintain water quality and/or chlorine residual. [Recommended Standards for Water Works 8.0]

All building services shall be installed in accordance with the Minnesota Plumbing Code, Minnesota Rules, Chapter 4715.

The minimum size of watermain, which provides for fire protection and serving fire hydrants, shall be six-inch diameter. Larger size mains will be required if necessary to allow the withdrawal of the required fire flow while maintaining the minimum residual pressure of 20 psi.

**Monitoring/Reporting Data Verification**

The following applicable records are required to be maintained by the water supply system:

- a. Coliform bacteria results - 5 years
  - b. Chlorine residual results - 5 years
  - c. Chemical results - 10 years
  - d. Sanitary survey reports - 10 years
  - e. All lead and copper materials - 12 years
  - f. Consumer confidence reports - 3 years
  - g. Public Notices - 3 years
  - h. Fluoride quarterly results and monthly reports - 1 year
- [Minn. Rules 4720.0350]



**MINNESOTA DEPARTMENT OF HEALTH**  
Section of Drinking Water Protection  
Sanitary Survey Report



System Name: <b>Mountain Iron</b>	Survey Date: <b>06/27/2019</b>
PWSID: <b>1690035</b>	Surveyor: <b>Michael Luhrsen, P.E.</b>
System Contact: <b>Tyrel Hebl</b>	PWS Type: <b>Community</b>

**Requirements and Recommendations**

**Water System Management/Operation**

As a reminder, engineering plans for new, modifications to, or additions to the water supply system, including watermains, are required to be properly submitted to the Minnesota Department of Health for review. All plans must be approved prior to the start of construction. [Minn. Rules 4720.0010]

It is recommended that the owner of the water supply institute a system of permits and inspections to enforce the Minnesota Plumbing Code.

To ensure security, it is recommended that a daily check of critical system components be conducted, including confirmation that all doors and access hatches are locked.

**Operator Compliance with State Requirements**

The certified operators are required to qualify themselves by attending waterworks operators training seminars offered throughout the state. Continuing education is valuable experience for anyone engaged in this field. The required contact hours in the previous 3 years for certification renewal are:

- Class A 32 contact hours
  - Class B 24 contact hours
  - Class C 16 contact hours
  - Class D 8 contact hours
  - Class E 4 contact hours
- [Minn. Rules 9400.1200]



**MINNESOTA DEPARTMENT OF HEALTH**  
**Section of Drinking Water Protection**  
**Sanitary Survey Report**



System Name: <b>Mountain Iron</b>	Survey Date: <b>06/27/2019</b>
PWSID: <b>1690035</b>	Surveyor: <b>Michael Luhrsen, P.E.</b>
System Contact: <b>Tyrel Hebl</b>	PWS Type: <b>Community</b>

**Bacteriological Results and Chlorine Residuals**

<u>Date</u>	<u>Sampling Location</u>	<u>Chlorine Residual Free / Total (mg/L)</u>	<u>Coliform Bacteria</u>	<u>E.Coli</u>
06/27/2019	TREATMENT PLANT #1	0.80 /	Absent	
06/27/2019	W.W. Plant	0.40 /	Absent	
06/27/2019	Store	0.40 /	Absent	

After a 2018 Section Championship and State Semi-Final finish, the Rangers are gearing up for another exciting year of **MI-B RANGER FOOTBALL!**



Join us for the season opener vs. the Ely Timberwolves at the MI-B Sports Complex on Friday, August 30<sup>th</sup> at 7pm.

To continue our tradition of excellence, the MI-B Quarterback Club is seeking sponsors for the 2019

Football Season. Our Club works to provide necessary items which are not covered under the school budget for all levels of the program, including K – 2 flag football, 3 – 6 elementary tackle football, and our JV & Varsity program. Your donation must be received by August 21, 2019 to be recognized at our first game. Donations received after that date will be recognized as they are received.

The MI-B Quarterback Club, Coaches, and Student Athletes greatly appreciate your consideration, and thank you in advance for your contribution to our football program! MI-B QB Club is a 501(c)(3) non-profit organization and can provide a W9 and/or invoice for all contributions.

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## 2019 MI-B Ranger Football Season Sponsorship

Please mail completed sponsorship form & donation (checks made out to MI-B Quarterback Club) to:  
MI-B Quarterback Club c/o Betsy Olivanti, 4003 Long Lake Shores Road, Eveleth, MN 55734

Name of Business/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

### LEVEL OF CONTRIBUTION:

#### Gold Level: \$1000

- Ongoing Social Media Promotion throughout the season
- Program Advertisement – recognition in 2019 season program
- Premier Home Game Sponsor\* – your night to shine and promote your business to our fans! See below for details.
- Priority sponsorship recognition at all home games including announcement mentions and signage

#### Red Level: \$500

- Social Media Promotion at beginning and end of season
- Program Advertisement – recognition in 2019 season program
- Announcement mention sponsorship recognition at all home games

#### Touchdown Level: \$250

- Social Media Promotion at beginning of season
- Program Advertisement – recognition in 2019 season program
- Announcement mention sponsorship recognition at multiple home games

#### Field Goal Level: \$100

- Social Media Promotion at beginning of season
- Program Advertisement – recognition in 2019 season program
- Announcement mention sponsorship recognition at two home games

#### First Down Level: \$50

- Social Media Promotion at beginning of season
- Program Advertisement – recognition in 2019 season program
- Announcement mention sponsorship recognition at first home game

#### Kickoff Level: \$25

- Program Advertisement – recognition in 2019 season program
- Announcement mention sponsorship recognition at first home game

#### \*Premier Home Game Sponsor:

Your business will be the featured sponsor at a designated Rangers home game. Be there to promote your business, provide giveaway items for our fans at halftime, do the pregame coin flip and have a photo op with the team after the game. We will help you make this your night to shine! A QB Club member will contact you to select date and set up details. Limited amount of dates available...offered first come-first serve.