



**MOUNTAIN IRON  
CITY COUNCIL  
MEETING**

**MONDAY, DECEMBER 21, 2020**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER  
IROQUOIS ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
IROQUOIS ROOM  
MONDAY, DECEMBER 21, 2020 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Pledge of Allegiance
- III. Consent Agenda
  - A. Minutes of the December 7, 2020, Committee-of-the-Whole Meeting (#1)
  - B. Minutes of the December 7, 2020, Regular Meeting (#2-13)
  - C. Receipts
  - D. Bills and Payroll
  - E. Communications
- IV. Public Forum
- V. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
  - C. Director of Public Works Report
    - 1. Loader Mounted Snow Blower (#14-19)
  - D. Library Director/Special Events Coordinator's Report
  - E. Sheriff's Department Report
  - F. City Attorney's Report
  - G. City Engineer's Report
  - H. Fire Department
    - 1. Hire Fire Fighter (#20)
  - I. Public Health and Safety Board
    - 1. Ordinances \*
  - J. Liaison Reports
- VI. Unfinished Business
- VII. New Business
  - A. Personal Device Use Policy (#21-26)
  - B. Board Positions (#27)
- VIII. Communications (#29-33)
- IX. Announcements
- X. Closed Meeting under MN Statute 13D.05, Subd 3(a) (#28)
- XI. Action on Items Discussed to the Closed Meeting
- XII. Adjourn

# Page Number in Packet  
\*Enclosed

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING  
December 7, 2020

Deputy Mayor Prebeg called the City Council meeting to order at 5:05p.m. with the following members present: Councilor Joe Prebeg Jr., Al Stanaway and Julie Buria. Also present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Anna Amundson, Library Director/Special Events Coordinator; and Mark Madden; Interim Fire Department Chief. Absent members: Gary Skalko and Steve Skogman.

Reviewed the 2021 Budget.

At 6:35p.m., Prebeg adjourned the meeting, with Councilor Skogman and Mayor Skalko absent

Submitted by:



Craig J. Wainio  
City Administrator

[www.mtniron.com](http://www.mtniron.com)

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
December 7, 2020

Deputy Mayor Prebeg called the City Council meeting to order at 6:33p.m. with the following members present: Councilor Joe Prebeg Jr., Al Stanaway and Julie Buria. 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, Sheriff's Department. Absent members: Gary Skalko and Steve Skogman.

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

1. Approve the minutes of the November 12, 2020, special meeting as submitted.
2. Approve the minutes of the November 16, 2020, 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 November 16-30, totaling \$1,164,403.89 (a list is attached and made a part of these minutes),
5. To authorize the payments of the bills and payroll for the period November 16-31, totaling \$568,949.79 (a list is attached and made a part of these minutes).

**To amend the November 12, 2020 City Council minutes, noting that Councilor Prebeg was not in attendance at the meeting.** The motion carried with Councilor Skogman and Mayor Skalko absent.

Public Forum:

- Martha Hartnett, from Adventures Restaurant, spoke regarding Liquor License Renewals, would like to see if anything can be given back or some sort of forgiveness in regards to the liquor licenses fee expenses, this year has been tough on the Hospitality Industry and every penny counts

It was moved by Stanaway and seconded by Buria to forward the letter from Martha Hartnett, Adventures Restaurant, requested a reduction in liquor license fees to Bryan Lindsay, City Attorney, to gain further information on what the City of Mountain Iron can or cannot do legally. The motion carried with Councilor Skogman and Mayor Skalko absent.

The Deputy Mayor reported on the following:

- Wishing a speedy recovery to all those which are battling the Coronavirus, including Mayor Skalko
- Condolences to the family and friends of John Anderson
- Condolences to the family and friends of Olga Elaine (Suihkonen) McDermid

City Administrator:

- No formal report

It was moved by Stanaway and seconded by Buria to approve the proposed contract for 2021-2023 between the City of Mountain Iron and the Mesabi Humane Society. The motion carried with Councilor Skogman and Mayor Skalko absent.

Director of Public Works:

- City Crews have been replacing poles in the Parkville area
- City Crews are marking and GPS-ing underground electric utilities amid current warm weather

Library Director/Special Events Coordinator:

- Anyone have any information regarding the beginnings of an established and organized Interscholastic Hockey team in Mountain Iron
  - Roughly started around mid-1950s
  - Please contact Anna at the Library
- City of Mountain Iron “2020 Holiday Lighting Contest”
  - Register for contest through December 15<sup>th</sup>
  - Those wanting to register call Anna @ 750-4911
  - Judging will occur on Friday, December 18<sup>th</sup> and Saturday, December 19<sup>th</sup>
  - Winners announced Monday, December 21<sup>st</sup> at City Council meeting
  - Roughly over 24 homes entered into the contest so far

It was moved by Stanaway and seconded by Buria to approve the recommendation of the Library Board and hire Mr. Ben Jesberg as Library Substitute/Aide contingent on passing a background check, physical and drug and alcohol test. The motion carried with Councilor Skogman and Mayor Skalko absent.

Sheriff’s Department:

- No formal report
- At the beginning of the New Year, SGT Backman will be leaving to finish his time as a Road Officer, SGT Kevin Friebe will be taking over in the Mountain Iron Sherriff’s Office

It was moved by Buria and seconded by Stanaway to approve the purchase of a squad car, 2021 Tahoe PPV for the Sherriff’s Department, at the State Bid price of \$40,506.16. The motion carried with Councilor Skogman and Mayor Skalko absent.

City Engineer:

- No formal report

Fire Department:

- No formal report
- Large group trainings have been canceled for the remainder of the year, and have moved to smaller group training sessions to limit exposure of those individuals involved

It was moved by Buria and seconded by Stanaway to approve the purchase of additional PPE Turnout Fire gear, in the amount of \$20,720. The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Stanaway and seconded by Buria to approve the purchase of additional extrication equipment to be added to the MIFD Engine 19 inventory, in the amount of \$11,370, with \$8,500 of the purchase being funded by the Joint Services Grant. The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Buria and seconded by Stanaway to approve the purchase of additional extrication equipment to be added to the MIFD Engine 19 inventory, in the amount of \$287.22 with a portion of the purchase being funded by the Joint Services Grant. The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Stanaway and seconded by Buria to approve the 2021 proposed budget as presented during the Committee of the Whole Meeting. The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Stanaway and seconded by to adopt Resolution #30-20; approving the 2020 Tax Levy, Collectable 2021 (a copy is attached and made a part of these minutes). The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Buria and seconded by Stanaway to adopt Resolution #31-20; approving the 2021 Economic Development Authority (EDA) Tax Levy, (a copy is attached and made a part of these minutes). The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Stanaway and seconded by Buria to approve Resolution #32-20; Accepting Bids for Improvement Number 18-06 and Improvement Number 15-08, the proposed Well Number 3 Project (package #2), with TNT Construction LLC of Grand Rapids (a copy is attached and made a part of these minutes). The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Buria and seconded by Stanaway to approve Resolution #33-20; Accept Bids for Improvement Number 18-06 and Improvement Number 15-08, the proposed Well Number 3 Project (package #2) to Bougalis Inc. of Hibbing, MN (a copy is attached and made a part of these minutes). The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Stanaway and seconded by Buria to approve Resolution #34-20; Authorizing the City of Mountain Iron to make an Application to and accept funds from the Commercial Redevelopment Grant Program from the Department of IRRR (a copy is attached and made a part of these minutes). The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Stanaway and seconded by Buria to donate \$500 to the Mountain Iron-Buhl High School Class of 2021 for the “34<sup>th</sup> Annual All-Night Chemical Free Graduation Party,” monies to come from Charitable Gambling Fund. The motion carried with Councilor Skogman and Mayor Skalko absent.

It was moved by Buria and seconded by Stanaway to accept the low bid from Magney Construction Inc, from Chanhassen, MN in the amount of \$844,500 for the Installation of a new cast-in-place Concrete Filtration System Replacement Project. The motion carried with Councilor Skogman and Mayor Skalko absent.

Councilor Stanaway stated that after tonight’s meeting, he would be stepping down from all of his Board and Committees that he is currently serving on. Additionally he would like all of the Board and Committee seats to be added to the Agenda for the next City Council so that they can be appointed.

It was moved by Stanaway and seconded by Buria to reschedule the scheduled Closed meeting for the next City Council meeting scheduled for December 21, 2020. The motion carried with Councilor Skogman and Mayor Skalko.

At 7:48p.m. it was moved by Stanaway and seconded by Buria that the meeting be adjourned. The motion carried with Councilor Skogman and Mayor Skalko absent.

Submitted by:

A handwritten signature in black ink, appearing to read 'Amanda', with a stylized flourish at the end.

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

Communications:

1. Mediacom will be implementing rate adjustments and changes, which will start December 22, 2020.

Distribution Summary

Category	Distribution	Amount
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	532.36
FINES	ADMINISTRATIVE OFFENSE	50.00
INTERGOVERNMENTAL REVENUE	GRANTS RECEIVABLE	284,313.88
LICENSES	LIQUOR	1,005.00
METER DEPOSITS	ELECTRIC	650.00
MISCELLANEOUS	ASSESSMENT SEARCHES	20.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	2,557.55
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	84.70
MISCELLANEOUS	DELTA DENTAL PAYABLE	193.70
MISCELLANEOUS	FAX CHARGES	1.00
MISCELLANEOUS	GRANTS RECEIVABLE	1,437.50
MISCELLANEOUS	MISC. - GENERAL	200,000.00
MISCELLANEOUS	REFUSE-SALE OF SCRAP METAL	509.40
MISCELLANEOUS	REIMBURSEMENTS	.50
MISCELLANEOUS	SALE-COPIES, MAPS, LABOR-ADMIN	.50
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	53.14
PERMITS	BUILDING	2,390.97
PERMITS	CONDITIONAL USE	150.00
TAXES	BOND LEVY	66,514.31
TAXES	DUE TO MOUNTAIN IRON EDA	14,872.39
TAXES	MISCELLANEOUS TAXES	2,633.62
TAXES	PENALTIES & INTEREST	901.91
TAXES	PENALTIES & INTEREST-378 FUND	119.16
TAXES	SPEC ASSESS-FUND 378-DELINQUEN	839.21
TAXES	SPEC. ASSMTS-378 FUND-CURRENT	11,110.31
TAXES	TAX LEVY	395,948.63
TAXES	TAXES RECEIVABLE-DELINQUENT	1,620.94
TAXES	TIF #14 INCREMENT COLLECTED	33,973.43
TAXES	TIF #15 INCREMENT COLLECTED	7,994.51
TAXES	TIF #16 INCREMENT COLLECTED	3,740.10
UTILITY	UTILITY	130,185.17
Grand Totals:		<u>1,164,403.89</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
12/20	12/09/2020	155380	10012	ABE ENVIRONMENTAL SYSTEMS, INC	101-20200	1,116.00
12/20	12/09/2020	155381	10060	AFFORDABLE ROLL-OFFS	603-20200	1,000.00
12/20	12/09/2020	155382	130017	AMERICAN BANK	602-20200	693.20
12/20	12/09/2020	155383	893	APRIL LOPAC	101-20200	200.00
12/20	12/09/2020	155384	10075	ARAMARK	602-20200	244.34
12/20	12/09/2020	155385	10025	ARROWHEAD REGION EMER. MGMT.AS	101-20200	40.00
12/20	12/09/2020	155386	20022	BENCHMARK ENGINEERING INC	601-20200	15,621.25
12/20	12/09/2020	155387	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	118.00
12/20	12/09/2020	155388	20056	BRIAN ALUNI	301-20200	23,359.80
12/20	12/09/2020	155389	30055	BTAC ACQUISITION CORP.	101-20200	1,069.13
12/20	12/09/2020	155390	30081	CITY OF ELY	101-20200	35.00
12/20	12/09/2020	155391	220003	CITY OF VIRGINIA	101-20200	89.26
12/20	12/09/2020	155392	80056	COMFORT INN & SUITES	604-20200	1,264.40
12/20	12/09/2020	155393	30026	COMO LUBE & SUPPLIES INC	602-20200	62.50
12/20	12/09/2020	155394	30021	COMPASS MINERALS AMERICA INC.	101-20200	3,286.16
12/20	12/09/2020	155395	30072	COMPUTER WORLD	101-20200	2,901.49
12/20	12/09/2020	155396	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,852.40
12/20	12/09/2020	155397	40050	DRIVELINE SPECIALISTS INC.	101-20200	46.18
12/20	12/09/2020	155398	50048	ENERGY INSIGHT INC	604-20200	976.26
12/20	12/09/2020	155399	60029	FERGUSON ENTERPRISES INC	601-20200	578.61
12/20	12/09/2020	155400	70016	GOPHER STATE ONE CALL INC	604-20200	10.80
12/20	12/09/2020	155401	70029	GUARDIAN PEST CONTROL INC	101-20200	177.20
12/20	12/09/2020	155402	80001	HILLYARD/HUTCHINSON	101-20200	1,012.52
12/20	12/09/2020	155403	80037	HOMETOWN MEDIA PARTNERS	101-20200	329.00
12/20	12/09/2020	155404	90026	INDUSTRIAL LUBRICANT COMPANY	602-20200	1,560.75
12/20	12/09/2020	155405	120006	L & M SUPPLY	101-20200	1,132.70
12/20	12/09/2020	155406	120032	LAKE COUNTRY POWER	101-20200	201.00
12/20	12/09/2020	155407	120002	LAWSON PRODUCTS INC	602-20200	1,370.15
12/20	12/09/2020	155408	130030	MACQUEEN EQUIPMENT	101-20200	1,543.90
12/20	12/09/2020	155409	130041	MESABI BITUMINOUS	101-20200	847.70
12/20	12/09/2020	155410	130004	MESABI DAILY NEWS	603-20200	211.00
12/20	12/09/2020	155411	13000	MESABI GLASS, WINDOWS & DOOR INC.	101-20200	482.00
12/20	12/09/2020	155412	130006	MESABI HUMANE SOCIETY	101-20200	1,791.67
12/20	12/09/2020	155413	130026	MESABI SIGN COMPANY	101-20200	182.75
12/20	12/09/2020	155414	6036	MIB ALL NIGHT GRAD PARTY	230-20200	500.00
12/20	12/09/2020	155415	130194	MID-STATE TRUCK SERVICE INC.	603-20200	13,567.13
12/20	12/09/2020	155416	110035	MIDWEST COMMUNICATIONS	101-20200	245.40
12/20	12/09/2020	155417	130039	MINNESOTA DEPT OF COMMERCE	604-20200	672.28
12/20	12/09/2020	155418	130102	MINNESOTA DEPT OF HEALTH	101-20200	315.00
12/20	12/09/2020	155419	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,072.75
12/20	12/09/2020	155420	130195	MOODY'S INVESTORS SERVICE INC.	601-20200	13,000.00
12/20	12/09/2020	155421	120007	MOTION INDUSTRIES INC	602-20200	43.28
12/20	12/09/2020	155422	130031	MOUNTAIN IRON ECONOMIC DEV	101-20200	77,356.23
12/20	12/09/2020	155423	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	15,429.29
12/20	12/09/2020	155424	30001	NAPA AUTO PARTS	101-20200	276.61
12/20	12/09/2020	155425	1901018	NORTH CENTRAL LABORATORIES	602-20200	183.14
12/20	12/09/2020	155426	140042	NORTHERN DOOR & HARDWARE INC	101-20200	200.00
12/20	12/09/2020	155427	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	508.98
12/20	12/09/2020	155428	140005	NORTHERN FITNESS GROUP	101-20200	208.08
12/20	12/09/2020	155429	160066	PAGE ANALYTICAL SERVICES, LLC	602-20200	348.00
12/20	12/09/2020	155430	160002	PETTY CASH FUND	101-20200	121.00
12/20	12/09/2020	155431	160060	PIT & QUARRY SUPPLIES INC	101-20200	320.00
12/20	12/09/2020	155432	170005	QUALITY FLOW SYSTEMS INC	602-20200	2,500.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/20	12/09/2020	155433	170007	QUILL CORPORATION	101-20200	954.78
12/20	12/09/2020	155434	180008	RADKO IRON & SUPPLY INC	604-20200	27.83
12/20	12/09/2020	155435	180071	RANGE REPAIR SERVICE (DBA)	101-20200	366.29
12/20	12/09/2020	155436	180029	RGGS LAND & MINERALS, LTD., LP	101-20200	250.00
12/20	12/09/2020	155437	180005	ROAD MACHINERY & SUPPLIES CO.	101-20200	2,577.55
12/20	12/09/2020	155438	190079	SCHINDLER ELEVATOR CORPORATION	101-20200	3,015.57
12/20	12/09/2020	155439	190045	SERVICE SOLUTIONS	101-20200	23.00
12/20	12/09/2020	155440	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
12/20	12/09/2020	155441	190013	ST LOUIS COUNTY	101-20200	16,913.79
12/20	12/09/2020	155442	190001	STATION AUTOMATION INC.	101-20200	1,136.00
12/20	12/09/2020	155443	200003	TACONITE TIRE SERVICE	602-20200	3,211.05
12/20	12/09/2020	155444	200020	THE TRENTI LAW FIRM	101-20200	2,739.50
12/20	12/09/2020	155445	200043	TRUDIGITAL SIGNAGE	101-20200	936.00
12/20	12/09/2020	155446	210001	UNITED ELECTRIC COMPANY	604-20200	211.79
12/20	12/09/2020	155447	220015	VIKING INDUSTRIAL PAINTING, LLC	601-20200	50,302.50
12/20	12/09/2020	155448	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	3,271.76
12/20	12/09/2020	155449	240001	XEROX CORPORATION	602-20200	524.85
12/20	12/09/2020	155450	260001	ZIEGLER INC	101-20200	191.56
12/20	12/09/2020	155451	120006	L & M SUPPLY	101-20200	6,839.05
12/20	12/09/2020	155452	130102	MINNESOTA DEPT OF HEALTH	101-20200	525.00
12/20	12/09/2020	155453	130009	MINNESOTA POWER (ALLETE INC)	604-20200	123,049.12
12/20	12/09/2020	155454	130044	MINNESOTA DEPT OF HEALTH	601-20200	1,484.00

Grand Totals:

453,325.28

PP-Ending 11/27

115,624.51

**TOTAL EXPENDITURES****\$568,949.79**



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • [www.mtniron.com](http://www.mtniron.com)  
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

## RESOLUTION NUMBER 30-20

### APPROVING 2020 TAX LEVY, COLLECTABLE 2021

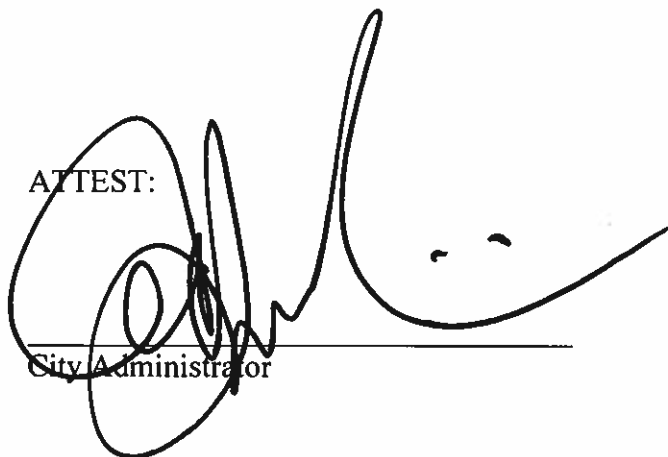
**BE IT RESOLVED**, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following sums of money be levied for the current year, collectable in 2021, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL LEVY	\$1,318,300
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The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2020.**

ATTEST:

  
\_\_\_\_\_  
City Administrator  
\_\_\_\_\_  
Mayor Gary Skalko



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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## RESOLUTION NUMBER 31-20

### CONCERNING THE 2021 ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY

**WHEREAS**, the Mountain Iron Economic Development Authority was created on the 19th day of April, 2004, pursuant to Minnesota Statutes 469.090-469.108 and;

**WHEREAS**, Minnesota Statutes, Section 469.107, Subdivision 1, specifically authorized the Mountain Iron Economic Development Authority to levy against the taxable property of the City of Mountain Iron, St. Louis County, Minnesota.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of Mountain Iron, Minnesota, that for the purpose of further development and to provide for any activities that are within the jurisdiction of the Mountain Iron Economic Development Authority as defined according to Minnesota Statutes. The Mountain Iron City Council submits to the County Auditor of St. Louis County, Minnesota, a final tax levy with a levy set to the maximum allowable for the Mountain Iron Economic Development Authority.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2020.**

ATTEST:

City Administrator

Mayor Gary Skalko



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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## RESOLUTION NUMBER 32-20

### ACCEPTING BID

**WHEREAS**, pursuant to an advertisement for bids for Improvement Number 18-06, the proposed improvement for Improvement Number 15-08, the proposed Well Number 3 (package 2), bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Bougalis Inc	\$171,000
TNT Construction LLC	\$139,000
Max Grey Construction	\$159,000

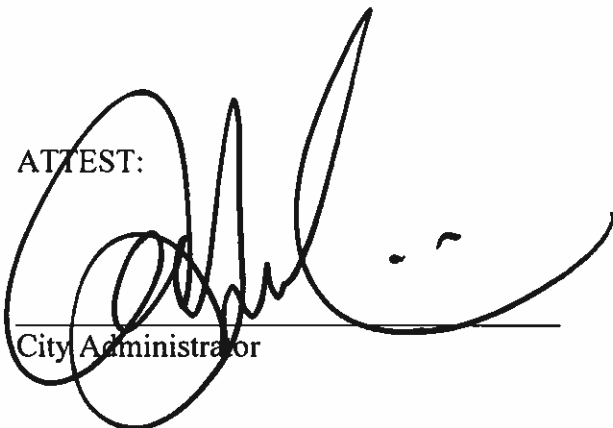
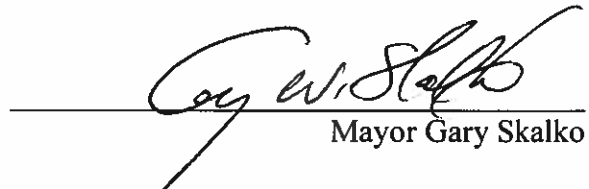
**AND WHEREAS**, it appears that TNT Construction LLC of Grand Rapids, MN is the lowest responsible bidder,

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into the attached contract with TNT Construction LLC of Grand Rapids, MN in the name of the City of Mountain Iron for the improvement of Well Number 3, according to the plans and specifications therefore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2020.**

ATTEST:

  
\_\_\_\_\_  
City Administrator  
\_\_\_\_\_  
Mayor Gary Skalko



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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## RESOLUTION NUMBER 33-20

### ACCEPTING BID

**WHEREAS**, pursuant to an advertisement for bids for Improvement Number 18-06, the proposed improvement for Improvement Number 15-08, the proposed Well Number 3 (package 2), bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Utility Systems of America	\$331,145
Ulland Brothers	\$298,780
TNT Construction Group LLC	\$423,900
Rachel Contracting	\$368,096
Bougalis Inc	\$297,000
Viet	\$370,545
Casper Construction Inc	\$374,950
KGM Constructors Inc	\$563,450

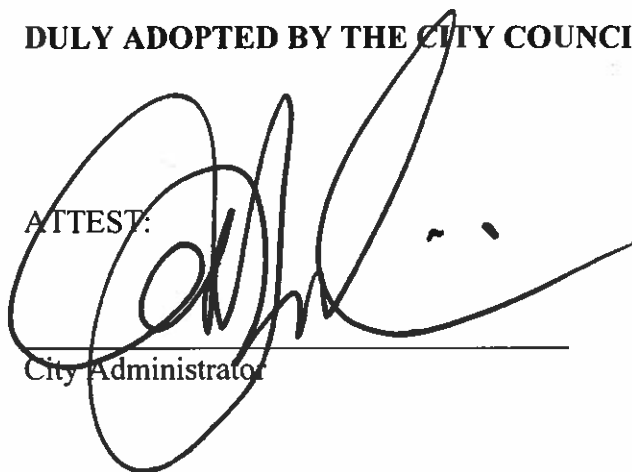
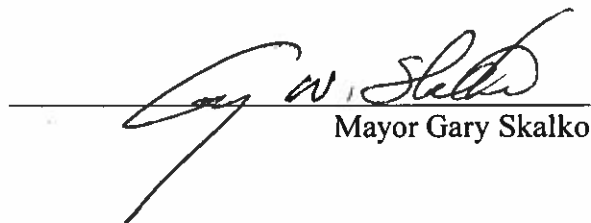
**AND WHEREAS**, it appears that Bougalis Inc of Hibbing, MN is the lowest responsible bidder,

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into the attached contract with Bougalis Inc of Hibbing, MN in the name of the City of Mountain Iron for the improvement of Well Number 3, according to the plans and specifications therefore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

**DULY ADOPTED BY THE CITY COUNCIL THIS 7<sup>th</sup> DAY OF DECEMBER, 2020.**

ATTEST:

  
\_\_\_\_\_  
City Administrator  
\_\_\_\_\_  
Mayor Gary Skalko



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • [www.mtniron.com](http://www.mtniron.com)  
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

## RESOLUTION NUMBER 34-20

### **AUTHORIZING THE CITY OF MOUNTAIN IRON TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE COMMERCIAL REDEVELOPMENT GRANT PROGRAM FROM THE DEPARTMENT OF IRRR**

**WHEREAS**, the Mountain Iron City Council approves of the attached application for the Water System Improvements project; and,

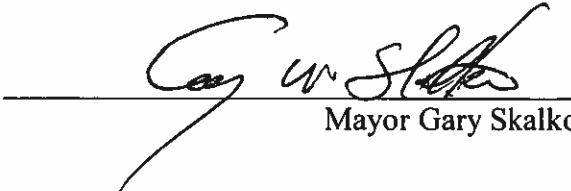
**WHEREAS**, the Mountain Iron City Council agrees to accept funding for the underlying project if approved by the Department of IRRR.

**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 7<sup>th</sup> DAY OF DECEMBER, 2020.**

ATTEST:

  
City Administrator

  
Mayor Gary Skalko

**COUNCIL LETTER 122120-VB1**

**PUBLIC WORKS**

**SNOWBLOWER**

**DATE:** December 17, 2020

**FROM:** Tim Satrang  
Director of Public Works

Craig J. Wainio  
City Administrator

---

Staff is requesting that the City Council authorize the purchase of a SNOGO Model WK Loader Mounted Snow Blower. Purchase price of the snow blower is \$56,500 and is budgeted for in the 2021 Capital Improvement Budget.





**MACQUEEN  
EQUIPMENT**



**MACQUEEN  
EMERGENCY**

MacQueen Equipment

1125 7th Street E

St Paul, MN 55106

651-645-5726 • 800-832-6417

**Ship To:** CITY OF MOUNTAIN IRON  
8866 SLATE STREET  
MOUNTAIN, IRON MN 55768

**Invoice To:** CITY OF MOUNTAIN IRON  
8586 ENTERPRISE DRIVE SOUTH  
MOUNTAIN IRON MN 55768

Branch 01 - ST PAUL MN		
Date 10/23/2020	Time 10:19:18 (O)	Page 1
Account No MOUNT008	Phone No 2187487570	Est No 03 Q01884
Ship Via		Purchase Order PENDING
Tax ID No		
BOB LARSON		Salesperson 110

**EQUIPMENT ESTIMATE - NOT AN INVOICE**

Description      \*\* Q U O T E \*\*      EXPIRY DATE: 11/06/2020      Amount

Stock #: C007720      Serial #: 84641      56500.00

Used 2002 SG WK

2002 SNOGO WK SNOGO WK SNOW BLOWER WITH ALL STANDARD  
FEATURES PLUS:

.  
CUMMINS MODEL QSB-160- 160 HP TIER III ENGINE - 638 HOURS

.  
CAT IT FEMALE BLANK TO FIT CAT 0930HVDHC00890 LOADER

.  
102" CUTTING WIDTH

.  
TURBO II PR-CLEANER

.  
STANDARD CONTROL BOX

.  
WIRELESS CONTROLS ( INSTALLED AT MACQUEEN)

.  
F.O.B. MT. IRON, MN

.  
DELIVERY DECEMBER 2020 WILL ADVISE

.  
OPTIONAL BELL BANK 0% MUNICIPAL LEASE PURCHASE.

ONE (1) PAYMENT DUE AT DELIVERY \$ 14,125.00, FOLLOWED BY  
THREE (3) ADDITIONAL PAYMENTS OF \$ 14,125.00 DUE AT THE  
ANNUAL ANNIVERSARY OF LEASE COMMENCEMENT DATE.

Authorization: \_\_\_\_\_

Subtotal:      56500.00  
Quote Total:      56500.00

VisitUsOnline  
www.macqueengroup.com

# SNOGO®

## Model WK Loader Mounted Snow Blower



- Capacity 1200 T.P.H (Depending on snow density)
- 102 Inch cutting width, 52 inch cutting height
- Sized for 2 to 2.5 cubic yard loaders
- 218 H P Volvo Tier IV Final Engine
- Compact control box & Optional wireless controls
- Augers/impeller hydro-mechanically driven (Eliminates shear pins, clutch and angle drives)
- Reversible Augers and Impeller for convenient clearing of blockages
- Bolt-on Coupler System for various loader quick hitch systems
- Drive chain for augers running in oil bath
- Auto adjusting drive chain for constant proper tension
- Turntable rotates 300°
- Engine cover hinged for better accessibility to internal components
- Open concept loading chute provides better snow flow for higher volume output
- Approximate weight less hitch. Includes loading chute 7,600 lbs.
- Serrated Augers are now standard for cutting through hard packed snow

Wausau Equipment Company, Inc.

1905 South Moorland Road  
New Berlin, WI 53151-2321 U.S.A.  
262-784-6066 - 800-788-6066  
262-784-6720 Fax  
ISO 9001:2000 certified



**WAUSAU • EVEREST**  
HEAVY-DUTY SNOW & ICE CONTROL

Visit us at [www.wausau-everest.com](http://www.wausau-everest.com)

**Dimensional Data**

- Cutting Width 102 inches
- Cutting Height 52 inches
- Box Height 45 inches
- Height to Top of Chute (Retracted) 118 inches
- Height to tipper (chute up, tip up) 138 inches
- Front to Back Dimension 78 inches
- Height – Ground To Top Of Back Frame 35 inches

**General Data**

- Snow Removal Capacity: 1000-1200 tons per hour
- Snow Casting Distance: 150 feet
- Weight of Complete Unit: 7600 pounds
- Two Stage Design, RH Flat Cast (standard)
- Bolt-on coupler system

**Components****Augers:**

- Three (3) 12-inch diameter – full flight, serrated
- All augers mounted on self-aligning bearings
- Auger speed: 450 RPM

**Auger Drive:**

- Hydraulic relief protection of fan and spider
- #80 Chain (1" pitch)
- Auger drive chain enclosed in oil bath
- Self-adjusting chain tensioner

**Impeller and Fan Housing:**

- Heavy-duty steel impeller weldment, 38-inch diameter
- Five (5), 1/2" thick bolt-on steel replaceable fan blades – T1 Material
- Heavy steel fan housing – 1/4-inch, T-1 steel

**Rotary Housing:**

- Constructed from hot rolled steel plate and structural tubing.
- Rear frame adaptable for bolt-on coupler system
- Wear plates and wear shoes made from alloy steel:
- Two (2) end wear shoes, 86 sq.-in. (both fronts), spacer plate adjustable
- Two (2) center mushroom shoes, 168 sq.-in. (both), screw adjustable
- Two (2) rear wear mushroom shoes, 168 sq.-in. (both), screw adjustable
- 422 square inches of wear surface (avg. over wear life)
- Rubber snow deflector over top auger
- Drift cutter knives

**Engine: : (Meets Tier 4 Final Emissions Standards (CARB & EPA))**

- Volvo Model: TAD572VE, 218 HP @ 2300 RPM (160 kW)
- Cubic inch displacement: 313 cu.-in./rev. (5.13 liter)
- Maximum torque: 671 lb.-ft @ 1450 RPM

**Electrical System:**

- 24-volt
- Negative ground
- Two (2) 12 volt 950 CCA
- Alternator: 24V, 110 AMP

**Hydraulic System:**

- 15-gallon hydraulic reservoir
- Tandem Hyd. closed loop pumps, hyd. motor
- Planetary for auger and fan drive
- 5 GPM, gear type hydraulic pump – engine driven
- 4-bank valve for chute and volute functions

**Fuel System:**

- 48 gallon fuel tank (steel)

**Instrumentation:**

- LCD display, for engine coolant temperature, oil pressure, system voltage, engine hours, engine fault codes, fuel level, and DEF level

**Three Section Loading Chute:****First Section:**

- 3/16 hot rolled steel plate, welded construction
- 14-5/8-inches inside width

**Second Section:**

- 12 gauge hot rolled steel sheet, welded construction
- 15 1/4-inches inside width

**Third Section:**

- 12 gauge hot rolled steel sheet, welded construction
- 17-1/4"-inches inside width

**Hydraulic Controls:**

- Chute rotator, Steel gear driven
- Allows rotation in horizontal arc of 300 degrees; 150 degrees to either side of straight forward

**Options:**

- Wireless control system
- Headlights
- Snow Wheels
- Carbide Shoes
- Poly Housing and Chute Liners

SNOGO®





START

ON

OFF

RPM: 701  
Fuel Level: 42%  
Water Temp: 118 F  
Oil Press: 27 PSI  
Volts: 13 Hrs: 5  
SPN: 111 FMI: 17  
T 100% 68%



L-STOP

CLUTCH  
IN

UP

DOWN  
THROTTLE

OUT

ENGINE  
START

RUN

OFF

FAN

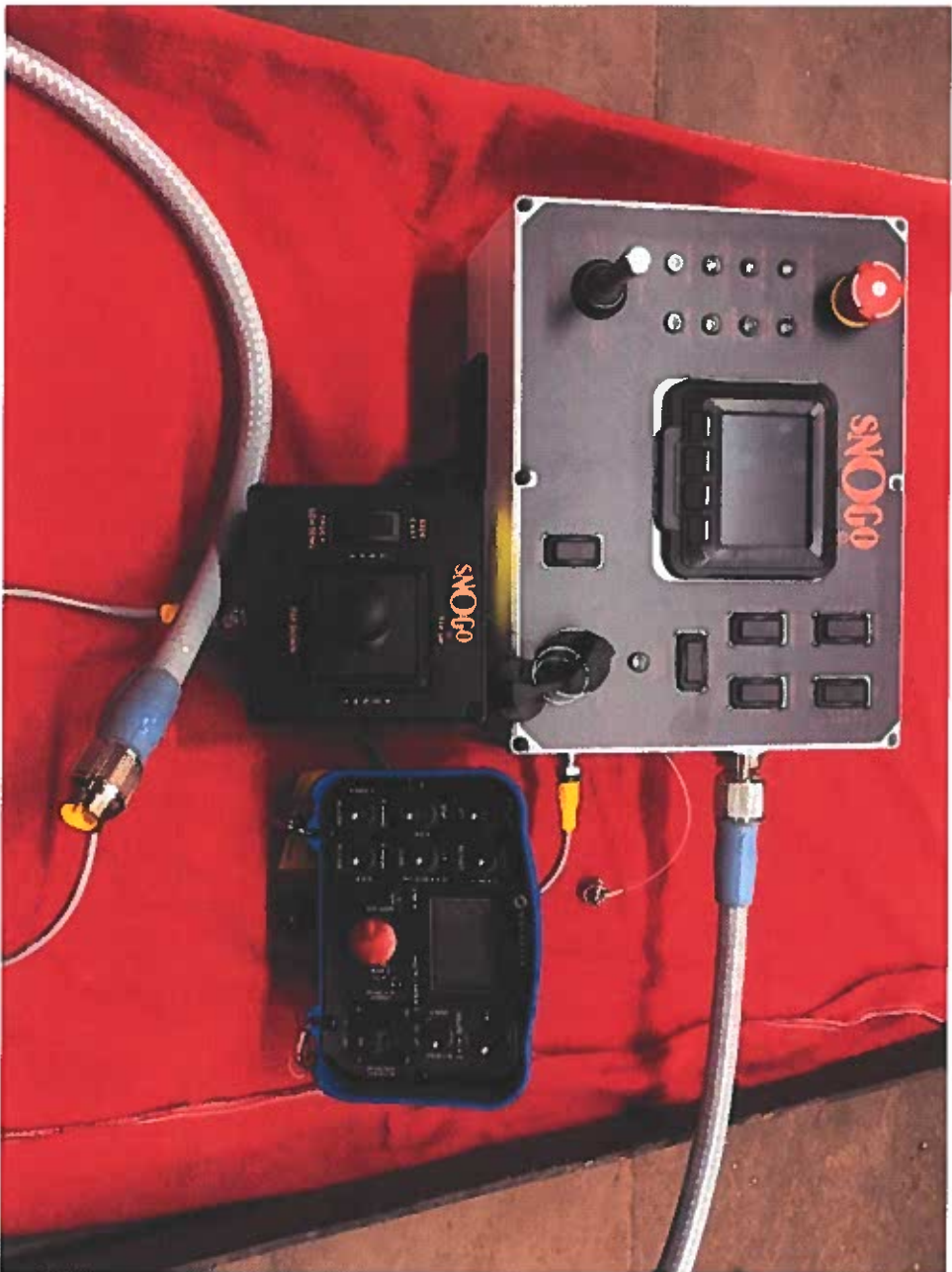
RIGHT

SIDE CAST

CHUTE  
EXTEND

LEFT

RETRACT



**COUNCIL LETTER 122120-VH1**

**FIRE DEPARTMENT**

**FIREFIGHTER**

**DATE:** December 17, 2020

**FROM:** Mark Madden  
Interim Fire Chief

Craig J. Wainio  
City Administrator

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The Fire Department is conducting an interview for a firefighter on Friday and may have a recommendation for City Council approval.

**COUNCIL LETTER 122120-VIA**

**ADMINISTRATION**

**PERSONAL DEVICE USE POLICY**

**DATE:** December 17, 2020

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

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Based upon the recommendation of our IT consultants the Personal Use Device Policy has been updated. Enclosed is the updated policy for your consideration. It is recommended that the City Council adopt the Personal Device Use Policy as presented.



# PERSONAL DEVICE USE POLICY

**Policy Number 2020-01**

**Adopted:**

The City of Mountain Iron, may provide its employees, who acknowledge and agree to the terms and conditions below, the opportunity to use mobile devices, whether owned by the City or Employee (collectively, "BYOD Users"), for business purposes to access and use email and other authorized City systems and information (collectively, "City Data"). Access and use are subject to the following terms and conditions (collectively, "Terms and Conditions").

## **PERSONAL DEVICE REQUIREMENTS**

1. "Device" means a computer, smart phone, tablet, or other device that is authorized to access City Data or is used to backup any such device and is owned by either the City or BYOD Users.
  - a. BYOD Users are responsible for any costs related to the purchase, activation, operational/connectivity charges, service or repairs, or other costs that may be incurred related to the Device or its use. The City of Mountain Iron will pay an allowance to the employee's monthly plan in the amount \$40.00 per month. The annual stipend for all cellular phones shall be as set forth from time to time by the City Council.
  - b. Employee Responsibilities: Employees will need to submit copies of their monthly cellular phone statements prior to receiving their stipend.
  - c. Employees must keep the City informed of their personal cell phone number, and any changes to that number, so that they can be reached as expected and needed.
  - d. The employee is responsible for assuring that their cell phone is in good working order. In the event a personal cell phone breaks, quits working, or is lost/stolen, the employee must notify their supervisor and the City Administrator. If the employee is without a cell phone for more than one week, the City will suspend payment of the cellular phone allowance until a replacement phone has been obtained and is activated.
  - e. Employees with a cellular telephone allowance are responsible for all of the costs associated with the cellular telephone plan they choose. For example, lost or stolen phones, phones that break or quit working, plan penalties, activation fees, excess charges, etc., are all the responsibility of the employee. The City of Mountain Iron is only responsible for the approved "cellular telephone allowance."



2. The minimum-security requirements ("Minimum Security Requirements") for using a Device are subject to change from time to time, but include the following:
  - a. Password-protected access;
  - b. A password/pin code must be entered on any Device after, at most, fifteen (15) minutes of inactivity;
  - c. The employee must maintain the original operating system and keep the Device current with security patches and updates, as released by the manufacturer. The employee will not "jail break" the Device (installing software that allows the user to bypass standard built-in security features and controls) or otherwise modify the safeguards installed on the Device by the manufacturer; and
  - d. The Device, when applicable, must be encrypted and any resulting back-ups must also be encrypted.
3. If a Device becomes non-compliant with any of the Minimum Security Requirements, it must be remedied within a reasonable period of time, or it will be blocked from access to City Data, and may be remotely wiped (which will return it to factory default settings and may result in the deletion of ALL information maintained on the device).

#### **ACCEPTABLE USE**

1. Do not allow third parties to access or use any City Data on or through the Device.
2. The Device used to access City Data must comply with the Terms and Conditions, along with all federal, state, and other applicable laws.
3. City Data must only be stored on a Device as necessary, and storage of any City Data must be kept to a minimum.
  - a. BYOD Users: Unless permitted to do so by their supervisor, BYOD Users may not download, store, or transfer confidential or sensitive business data to their Personal Device. Confidential or sensitive business data is defined as documents or data whose loss, misuse, or unauthorized access can adversely affect the privacy or welfare of an individual, outcome of a charge/complaint/case, the City or third parties' proprietary information, or the City's financial operations.
  - b. BYOD Users: Upon direction by the City, BYOD Users agree to delete any sensitive business files that may be inadvertently downloaded and stored on the Personal Device during the process of viewing e-mail attachments.
4. To access City Data on a Device, employees may be required to download and install specific applications or software.

- a. BYOD Users: The City shall not be liable or responsible for any viruses or any damages, loss of data, or any other costs or expenses incurred by BYOD Users arising from such downloads or installation.
5. Under the Minnesota Data Government Data Practices Act, any electronic device that generates city data could become discoverable whether or not the device is owned by the city or by the employee.

#### **TRANSFERRED, LOST, OR STOLEN DEVICE**

1. In the event a Device is lost, misplaced, or stolen, the employee must notify the City Administrator as soon as practical after the Device is missing. The City may take appropriate actions, at its discretion, to safeguard City Data, including remotely wiping the device (which will return it to factory default settings and may result in the deletion of personal information maintained on the Device).
2. BYOD Users: In the event a Personal Device is (i) transferred to someone else for any reason, including a warranty replacement or for servicing by any person other than the City's IT Company or (ii) discarded, deactivated, or its use is otherwise discontinued, notification must be provided to the City Administrator and any and all City Data must be immediately and permanently deleted from the Personal Device before such transfer.

#### **TERMINATION**

1. When an Employee terminates their relationship with the City, they MUST,, prior to their final working day with the City, submit their Device (and any applicable passwords, if required) to the City in order to: (i) remove any and all City Data from the Device; and/or (ii) delete City Data from any backup systems maintained by the Employee.
2. The City may take appropriate actions, at its discretion, to safeguard City Data, including remotely wiping the Device (which will return it to factory default settings and may result in the deletion of ALL of the Employee's personal information maintained on the device) or seeking judicial intervention to compel submission of the Device to inspection by the City.

#### **ADDITIONAL TERMS AND CONDITIONS**

1. At the request of the City, Employee's MUST immediately surrender physical possession of their Device (and any applicable passwords) to the City.
  - a. BYOD Users do not have a right of privacy nor should they expect privacy while using a Personal Device to access City Data. Any Personal Device is, at all times, subject to the City's right to access the Personal Device, with or without notice, to monitor, investigate, review, delete, collect data, remotely wipe data, and/or remotely disable the Personal Device at any time and for any reason. This may include the ability to view applications on the device and the ability to identify the

location of the device through location-based services. The City will not be liable for the loss of any personal data arising from such actions. The City may also, at any time and without notice, collect information from a Personal Device for litigation or law enforcement purposes. By accepting this policy, the BYOD User signing below consents to disclosing and monitoring of Personal Device usage, including the contents of any files or information maintained or passed through that Personal Device.

2. Employee's shall indemnify and hold the City harmless from and against any and all claims, damages, losses, and expenses of any kind (including reasonable legal fees and costs) related to or resulting from any non-compliance with the Terms and Conditions. The City is not responsible for any damages, loss of personal data or content, or any other costs or expenses incurred by the Employee relating to the Device.

### **CITY EXPECTATIONS**

1. Employees are expected to keep their cellular phone turned on at certain times to assure that they can be reached.
2. Using a cellular telephone while driving a vehicle is strongly discouraged.
3. Cellular telephones should not be used when a less costly alternative phone service is convenient and readily available.
4. Employees in possession of City cellular telephones are required to care for the telephone in a responsible manner, and to take appropriate precautions to prevent theft, damage, and vandalism.
5. The City reserves the right to monitor the use of all City-owned cellular telephones.

### **ACKNOWLEDGEMENT AND AGREEMENT**

It is the City's right to restrict or rescind Device privileges, or take other administrative or legal action due to failure to comply with the above Terms and Conditions. Violation of these rules may be grounds for disciplinary action, up to and including termination.

I acknowledge, understand, and will comply with this policy and Terms and Conditions, as applicable to my use of a Device.

I acknowledge, that the City has the discretion to wipe the Device remotely (Restore it to factory default settings that may result in the deletion of ALL of the Employee's personal information maintained on the device)

BYOD Users Only: I understand that addition of City-provided third-party software may decrease the available memory or storage on my personal device and that the City is not responsible for any loss or theft of, damage to, or failure in the device that may result from use of third-party software or use of the device in this program. I understand that contacting vendors for trouble-shooting and

support of third-party software is my responsibility, with limited configuration support and advice provided by the City. I understand that business use of a Personal Device may result in increases to my personal monthly service plan costs. Should I later decide to discontinue my use of a Personal Device, I will allow the City to remove and disable any City-provided third-party software and services, and City Data from my Personal Device.

Mobile Device User Name:

---

Mobile Device User Signature:

Date:

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**COUNCIL LETTER 122120-VIB**

**CITY COUNCIL**

**COMMITTEE POSITIONS**

**DATE:** December 17, 2020

**FROM:** City Council

Craig J. Wainio  
City Administrator

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This item is on the agenda as requested at the previous City Council Meeting.

## **COUNCIL LETTER 122120-X**

### **PERSONNEL**

### **CLOSED MEETING**

**DATE:** December 17, 2020

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

---

A public body may close a meeting to evaluate the performance of an individual who is subject to its authority.

The following procedure must be used to close a meeting under this exception:

- The public body must identify the individual to be evaluated prior to closing the meeting.
- The meeting must be open at the request of the individual who is the subject of the meeting; so some advance notice to the individual is needed in order to allow the individual to make a decision.
- Before closing the meeting, the council must state on the record the specific grounds permitting the meeting to be closed and describe the subject to be discussed.
- The meeting must be electronically recorded, and the recording must be preserved for at least three years after the meeting.
- At the next open meeting, the public body must summarize its conclusions regarding the evaluation. The council should be careful not to release private or confidential data in its summary.

**RAMS Members:**

Once again, I want to thank you for your support of our organization that has worked hard to provide a voice on issues of regional importance, provides excellent legislative lobbying services, coordinates and hosts meetings with our school leadership, community and townships, as well as our legislative officials. Your membership provides us with the strength that makes our voice and our messages to be heard at the highest level of the government at the state and federal level.

Since RAMS is dealing with the COVID 19 pandemic, like all the rest of you, we have decided as a board to forgo our annual meeting. We are conducting one of the main aspects of our annual meeting, the election of members to serve on the Executive Board via a mail ballot system this year. Your ballot is included in this packet. Please complete your ballot and return it to the RAMS office in the envelope provided by January 5<sup>th</sup>, 2021. This year, there are 13 vacancies and 13 nominees, so the voting process is pretty simple. Thank you for your participation in the nomination and election process.

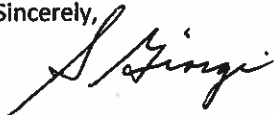
One other function at the annual meeting would be a review of the finances of the RAMS organization. RAMS will end 2020 with a budget surplus, partially due to the pandemic and the limits it placed on our ability to host meetings like "Lunch and Learns". Our lobbying efforts in St. Paul were limited in mid-March, with no public access allowed in State buildings. We also had a great year of recruiting new members on both the public sector and corporate membership side. We have included the most up to date budget vs actual expenditure printout for your review. There are still two pay periods left, but everything is on track in those budgeted areas.

Also included is the approved 2021 budget for your review. This budget reflects a deficit spending year, as we lost nearly \$11,000 in Taconite Tax revenue, due to the reduction in pellet production. Fortunately, RAMS has healthy financial reserves and has made smart investments. There has been no discussion by the board regarding an increase in dues at this time. Hopefully, you will recognize that the RAMS Board of Directors does a great job of monitoring the activities and expenditures of our organization and we are sustainable for years to come.

RAMS board meetings have been held via ZOOM since March, and, just lately, we have allowed ten board members to attend meetings in person at our office located in the Northeast Service Coop building in Mt. Iron. Our meetings are open to members and the public and the link for the Zoom is available on our website: [www.ramsmn.org/](http://www.ramsmn.org/) Our minutes are also posted on our website, along with a host of other information. RAMS and myself, as the Director, looks forward to the day when we can return to more face to face activities with our members, but, in the meantime, will adhere to the best safety protocols to help our communities stay safe and healthy. The first meeting in January is scheduled for January 28<sup>th</sup> and, at that meeting, the board members will elect executive officers. I want to thank Pat Medure for his two terms as President, as he has been a tremendous asset to the organization and to me. I look forward to working with the new board members and all of our member units. If you have an issue that you think is worthy of discussion, please feel free to reach out to me at any time.

Happy Holidays!

Sincerely,



Steve Giorgi/Executive Director  
"ONE RANGE – ONE VOICE"

*"One Range...One Voice"*

**Range Association of Municipalities and Schools**  
**Profit & Loss Budget vs. Actual**  
 January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Contributed support				
4010 · Donations	0.00	0.00	0.00	0.0%
4000 · Contributed support - Other	0.00	636.00	-636.00	0.0%
<b>Total 4000 · Contributed support</b>	<b>0.00</b>	<b>636.00</b>	<b>-636.00</b>	<b>0.0%</b>
5000 · Revenue				
5060 · Taconite Relief	136,610.00	137,400.00	-790.00	99.4%
5080 · Dues Income - Members	44,650.00	43,850.00	800.00	101.8%
5085 · Dues Income-Corporate Members	17,500.00	16,000.00	1,500.00	109.4%
5200 · Interest Income	3,138.34	4,500.00	-1,361.66	69.7%
<b>Total 5000 · Revenue</b>	<b>201,898.34</b>	<b>201,750.00</b>	<b>148.34</b>	<b>100.1%</b>
<b>Total Income</b>	<b>201,898.34</b>	<b>202,386.00</b>	<b>-487.66</b>	<b>99.8%</b>
<b>Gross Profit</b>	<b>201,898.34</b>	<b>202,386.00</b>	<b>-487.66</b>	<b>99.8%</b>
<b>Expense</b>				
6500 · Wages expense				
6510 · Salaries - Director	78,297.22	84,324.24	-6,027.02	92.9%
6520 · Salaries-office	14,473.96	15,244.32	-770.36	94.9%
<b>Total 6500 · Wages expense</b>	<b>92,771.18</b>	<b>99,568.56</b>	<b>-6,797.38</b>	<b>93.2%</b>
6550 · Payroll Taxes				
6551 · Federal Tax	0.00	0.00	0.00	0.0%
6552 · State Tax	-887.36	0.00	-887.36	100.0%
6553 · Medicare	1,345.18	1,443.74	-98.56	93.2%
6554 · Social Security	5,751.82	6,173.25	-421.43	93.2%
6555 · MN Unemployment Tax	94.00	160.00	-66.00	58.8%
6556 · Federal Unemployment Tax	84.00	100.00	-16.00	84.0%
<b>Total 6550 · Payroll Taxes</b>	<b>6,387.64</b>	<b>7,876.99</b>	<b>-1,489.35</b>	<b>81.1%</b>
6560 · Employee benefits				
6561 · Car Allowance - Executive Dir	5,500.00	6,000.00	-500.00	91.7%
6562 · Phone Allowance - Executive Dir	1,100.00	1,200.00	-100.00	91.7%
6563 · Long Term Disability Ins-Ex Dir	0.00	0.00	0.00	0.0%
6564 · Dental Insurance	990.00	1,320.00	-330.00	75.0%
<b>Total 6560 · Employee benefits</b>	<b>7,590.00</b>	<b>8,520.00</b>	<b>-930.00</b>	<b>89.1%</b>
6600 · Accounting Services	3,800.00	3,800.00	0.00	100.0%
6650 · Administrative Fees (Payroll)	1,724.00	1,800.00	-76.00	95.8%
6700 · Newspaper/Publication/Advertise	994.95	1,200.00	-205.05	82.9%
6800 · Bank Service Charges	250.00	300.00	-50.00	83.3%
7050 · Website Expenses	375.00	500.00	-125.00	75.0%
7100 · Lobbyist Expenses				
7150 · Contract labor	31,500.00	31,500.00	0.00	100.0%
<b>Total 7100 · Lobbyist Expenses</b>	<b>31,500.00</b>	<b>31,500.00</b>	<b>0.00</b>	<b>100.0%</b>
7500 · Depreciation	0.00	218.00	-218.00	0.0%
7700 · Insurance/Bldg/O&D/WComp/Auto	2,140.00	2,200.00	-60.00	97.3%
7820 · Meeting Expense				
7821 · Regular Meeting Expenses	1,518.86	4,000.00	-2,481.14	38.0%
7822 · Annual Meeting Expenses	4,310.84	4,000.00	310.84	107.8%
<b>Total 7820 · Meeting Expense</b>	<b>5,829.70</b>	<b>8,000.00</b>	<b>-2,170.30</b>	<b>72.9%</b>
7830 · Legal Expense	0.00	1,500.00	-1,500.00	0.0%
7850 · Office Expense	1,008.40	2,150.00	-1,141.60	46.9%
7950 · PERA	5,872.22	6,324.32	-452.10	92.9%
8000 · Promotions/Other Meetings	7,036.34	6,500.00	536.34	108.3%
8100 · Non-personnel expenses				
8140 · Postage, shipping, delivery	118.25	150.00	-31.75	78.8%
8180 · Subscriptions & dues	725.00	1,500.00	-775.00	48.3%
<b>Total 8100 · Non-personnel expenses</b>	<b>843.25</b>	<b>1,650.00</b>	<b>-806.75</b>	<b>51.1%</b>
8200 · Office Rent	6,780.00	6,780.00	0.00	100.0%
8300 · Travel Expenses				
8301 · Broadband Task Force	256.60			
8300 · Travel Expenses - Other	777.46	5,000.00	-4,222.54	15.5%
<b>Total 8300 · Travel Expenses</b>	<b>1,034.06</b>	<b>5,000.00</b>	<b>-3,965.94</b>	<b>20.7%</b>



# FINAL BUDGET - 2021

<b>REVENUE</b>		<b>2021</b>		<b>2020</b>
4000	Contributed Support (PERA Aid)	\$	636.00	\$ 636.00
4010	Donations			
5060	Taconite Revenue	\$	126,500.00	\$ 137,400.00
	Membership Dues:			
5080	Members	\$	44,650.00	\$ 43,850.00
5085	Corporate Dues	\$	17,500.00	\$ 16,000.00
5200	Interest Income	\$	2,000.00	\$ 4,500.00
5500	Miscellaneous Income			\$
<b>Total Revenue</b>		\$	191,286.00	\$ 202,386.00
<b>OPERATING EXPENSES</b>				
	Salaries:			
6510	Director	\$	84,324.24	\$ 84,324.24
6520	Administrative Assistant	\$	15,244.32	\$ 15,244.32
6550	Payroll Taxes:	2021	2020	\$ 7,877.00
6551	Federal Tax			
6552	State Tax			
6553	Medicare-1.45%	\$ 1443.74	\$1443.74	
6554	Social Security-6.20%	\$ 6173.25	\$6173.25	
6555	MN Unemployment Tax	\$ 160.00	\$ 160.00	
6556	Federal Unemployment Tax	\$ 100.00	\$ 100.00	
6560	Employee Benefits:			
6561	Car Allowance	\$	6,000.00	\$ 6,000.00
6562	Phone Allowance	\$	1,200.00	\$ 1,200.00
6564	Dental Insurance	\$	1,320.00	\$ 1,320.00
6600	Accounting Services	\$	3,800.00	\$ 3,800.00
6650	Administrative Fees (ARCC payroll)	\$	1,800.00	\$ 1,800.00
6700	Newspaper/Publications/Advertising	\$	1,200.00	\$ 1,200.00
6800	Bank Service Charges	\$	300.00	\$ 300.00
7050	Website (Maintenance/domain names)	\$	750.00	\$ 500.00
7100	Lobbyist Expenses	\$	32,500.00	\$ 31,500.00
7150	Contract Labor-Lobbyist		\$32,500.00	
7160	Travel - Lobbyist		\$0.00	
7700	Insurance/Building/O&D/W Comp/Auto	\$	2,200.00	\$ 2,200.00
7820	Meeting Expenses:			
7821	Regular Meetings	\$	4,000.00	\$ 4,000.00
7822	Annual Meeting	\$	4,000.00	\$ 4,000.00
7830	Legal Expense	\$	1,500.00	\$ 1,500.00
7850	Office Expenses (copying supplies, etc)	\$	2,150.00	\$ 2,150.00
7860	Miscellaneous	\$	-	
7950	PERA-7.5%	\$	6,324.32	\$ 6,324.32
8000	Promotions/Other Meeting	\$	6,500.00	\$ 6,500.00
8140	Postage	\$	150.00	\$ 150.00
8180	Dues & Subscriptions	\$	1,500.00	\$ 1,500.00
8200	Office Rent	\$	6,780.00	\$ 6,780.00
8300	Travel Expenses - Director	\$	5,000.00	\$ 5,000.00
8700	Penalties	\$	-	\$
<b>Total Expenses (est)</b>		\$	196,419.88	\$ 195,169.88
<b>Net Income (est)</b>		\$	(5,133.88)	\$ 7,216.12

## Craig Wainio

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**From:** Bryan Lindsay <blindsay@trentilaw.com>  
**Sent:** Tuesday, December 8, 2020 11:03 AM  
**To:** Craig Wainio  
**Subject:** RE: Scanned from a Xerox Multifunction Printer

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.

Good morning Craig,

I have seen a number of these types of requests. While I sympathize with the positions, from a legal standpoint I'm not sure that a reduction in the cost associated with the liquor license is the best alternative. As a general matter, the application fees are supposed to be tied, to some extent, to the cost incurred by the City in investigating and issuing the licenses.

My alternative suggestion is to fund a small grant program through the EDA to provide small grants to those that experience license application costs and are experiencing hardships. That being said, at the end of the day, the City is able to make such arrangements, but it should be uniformly applied to all.

If you'd like to discuss further, please give me a call or shoot an email anytime.

Bryan

-----Original Message-----

**From:** Craig Wainio <cwainio@ci.mountain-iron.mn.us>  
**Sent:** Tuesday, December 8, 2020 10:56 AM  
**To:** Bryan Lindsay <blindsay@trentilaw.com>  
**Subject:** FW: Scanned from a Xerox Multifunction Printer

Bryan:

Please review and comment

Craig

-----Original Message-----

**From:** Xerox Copier <xerox@ci.mountain-iron.mn.us>  
**Sent:** Tuesday, December 8, 2020 9:13 AM  
**To:** Craig Wainio <cwainio@ci.mountain-iron.mn.us>  
**Subject:** Scanned from a Xerox Multifunction Printer

Please open the attached document. It was sent to you using a Xerox multifunction printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location:

December 17, 2020

Adventures Restaurant and Pub  
5475 Mt Iron Dr  
Virginia, MN 55792

Dear Mayor and City Council,

One last plead in regards to some type of assistance or break on our liquor license.

2020 has been a very difficult on every person and business. There is no questioning that.

The year starts off with Covid –19 and we shut down to indoor dining for three months. When we were allowed to open on June 10, 2020, we were only allowed seating at 50% indoors and outdoors. Unlike our neighboring restaurant, we were not able to build an outdoor area for additional dining. It really would not been feasible for us to do so because on June 29, 2020, the construction of the road in front of our restaurant began. Our parking lot and the alley behind our building became a road for people trying to get to Menards, Super One and the Dollars store.

The construction on Mt Iron Dr lasted well over two months and during the same time road construction on Hwy 53 began. On Oct 8, 2020 or very close to that date, the road off highway 53 was closed to our business until sometime in the beginning of November.

No in-door seating for over four months. Only 50% capacity seating when we could. Major road construction during the time we were able to be open.

I thank you for taking the time to read this. I know there are a lot of stories like ours. I just hope the council and city can help a small business try and survive.

Thank you

Martha Hartnett  
Adventures Restaurant and Pub