



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, APRIL 5, 2021

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
IROQUOIS ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
IROQUOIS ROOM
MONDAY, APRIL 4, 2021 - 6:30 P.M.
A G E N D A**

- I. Roll Call
 - II. Pledge of Allegiance
 - III. Consent Agenda
 - A. Minutes of the March 15, 2021, Regular Meeting (#1-9)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications
 - IV. Public Forum
 - V. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Senior Citizen Request (#10-13)
 - B. City Administrator's Report
 - 1. Non-Disclosure Agreement (#14-17)
 - C. Director of Public Works' Report
 - 1. Authorization to Purchase Garbage Cans (#18)
 - D. Library Director/Special Events Coordinator's Report
 - 1. Plan to Reopen (#19-25)
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - 1. Pay Request #2 – Water Filter (#26-27)
 - G. Fire Department's Report (#28)
 - 1. Firefighter/First Responder Hiring (#29)
 - H. Liaison Reports
 - VI. Unfinished Business
 - VII. New Business
 - A. Ordinance Number 01-21 Shipping Containers (#30-32)
 - B. Resolution Number 05-21 Grant Application (#33-34)
 - C. Background Information on Agenda Items (#35)
 - VIII. Communications (#36-38)
 - IX. Announcements
 - X. Adjourn
- # Page Number in Packet
*Enclosed

MINUTES
MOUNTAIN IRON CITY COUNCIL
March 15, 2021

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Julie Buria, Steve Skogman, Joe Prebeg Jr., Ed Roskoski, and Mayor Peggy Anderson. Also present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Amanda Inmon, Municipal Services Secretary; Anna Amundson, Library Director/Special Events Coordinator; Al Johnson, City Engineer; Kevin Friebe, Sheriff's Department; and Bryan Lindsay, City Attorney.

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

1. Add the following items to the agenda:
VI. A. Opening of Buildings
2. Approve the minutes of the March 1, 2021, 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 March 1-15, totaling \$377,475.70 (a list is attached and made a part of these minutes),
5. To authorize the payments of the bills and payroll for the period March 1-15, totaling \$479,651.77 (a list is attached and made a part of these minutes).

The motion carried.

Public Forum:

- Carolyn Olsen spoke regarding the use of the public buildings, is there a plan in place, especially the designated Senior Citizens Building. Carolyn stated that many of the senior citizens have already partaken in receiving their COVID Vaccine shots, and they would like to start socializing once more. Senior meetings were held twice a month, along with a business meeting and bingo following the regular meetings. Carolyn stated that the building was plenty big enough to maintain the required seating capacity, very seldom have more than 25-30 people, and with the new guidelines, there would be plenty of room. The Senior Club also sponsors the TOPS club, which meets every Wednesday morning for about an hour for a weigh in, very seldom no more than 20 people at a time. The Senior Club would follow and encourage all CDC, COVID, State and local guidelines and requirements. Socialization for Seniors is vital, it is needed for their mental health, as it has been a long, hard winter for a lot of individuals. Senior rules would be posted at the door, with the understanding that they have the right to refuse admission to those that do not want to follow all the rules and guidelines given. Carolyn also spoke regarding Old Highway 169, stated that MNTAC is usually good about posting signs, except for a week or so during the winter, which a plow knocked the sign over.
- Councilor Roskoski spoke regarding the usage of the building, asking what the latest rules and guidelines from the State level down the City in regards to building usage, do they have to ask the City for permission to utilize the building.
- City Administrator Wainio stated the City does have to give the Seniors permission, and anyone else that wants to utilize the building permission to utilize the building.

The Mayor reported on the following:

- No formal report

It was moved by Prebeg and seconded by Skogman to accept the resignation of Stephen Erickson, from the Planning and Zoning Commission, effective immediately. The motion carried.

It was moved by Prebeg and seconded by Roskoski to advertise in the newspaper for the vacant position on the Planning and Zoning Commission. The motion carried.

City Administrator:

- Opening of West II Rivers Campground, with a tentative scheduled date of May 14th
 - Caretakers from the previous year have not given a definite answer regarding return, would like the authorization to advertise if they decline
- Solar panel farm updated requested from Councilor Roskoski
 - Solar panel farm is in conjunction with Virginia is still a work in progress, and is taking time to complete
 - The final determination of interconnect has not been determined at this time
 - Grants and the sale of Tax credits will help pay for the project
- In regards to the question posed by Councilor Roskoski asking if there was any potential to for the City of Mountain Iron's Economic Development Authority to get involved with the new project at the former MIB High School, anything is possible

It was moved by Prebeg and seconded by Skogman to authorize Staff to advertise for a caretaker for the West II Rivers Campground, contingent upon the 2020 caretaker's declining the position for 2021. The motion carried.

- Councilor Roskoski stated that the West II Rivers campground, based on the 2019 Audit, it was running in the red, thus he commented that the Parks & Recreation Board should review the fees for campground uses, to get the operation closer to the break-even point.
- Councilor Prebeg stated that the fees are discussed every year, however in order to stay competitive with the other Campgrounds in the area, the costs are kept at a relatively good rate.

It was moved by Prebeg and seconded by Roskoski to approve Mr. Jeff Marks job class change from Job Class 12 Operator to Job Class 22 Journeyman Lineman, effective immediately. The motion carried.

Director of Public Works:

- The Change order for the Filter replacement, is a more efficient system, and thus would give the City the ability to adapt a new type of procedure into the backwash of the filters, if required in the future by the MPCA or the Health Department. Ultimately this change has the potential to save a considerable amount of water, roughly up to a million and half in a year

It was moved by Prebeg and seconded by Skogman to approve the purchase of a 2021 Ford F-450 Regular Cab and Chassis 4x4 DRW, for the state bid price of \$36,867.20 from Lundgren Ford. After which the truck would be drop shipped to Unity Truck Body of Duluth for installation of a service body for the state bid price of \$20,837.40. The total price for the vehicle is \$57,704.60. The motion carried on roll call vote.

Library Director/Special Events Coordinator:

- Winter Reading program ended on February 26th, total of 89,828 minutes read
- Congratulations to the winners of the Winter Reading program
- 36th Easter Egg Hunt on Saturday, April 3rd at noon
 - 50 eggs will be hidden throughout the City
 - Eggs will be 8x10 cutouts, brightly colored, numbered and weighted down
 - Find the eggs and collect the prizes ranging between \$5-50 dollars

Sheriff's Department:

- No formal report

City Engineer:

- No formal report

It was moved by Skogman and seconded by Buria to approve Change Order #2, provide labor and materials necessary to install air-wash header pipe within each of the three cast-in-place filter cell underdrains during construction, for Filter Replacement construction in the amount of \$18,555.97, to Magney Construction. The motion carried on a roll call vote.

City Attorney:

- No formal report
- Councilor Roskoski spoke regarding Roberts Rules of Order Format. Looking at previous minutes, Mr. Roskoski stated that he put an item onto the agenda, with a round and around conversation although the item was already on the agenda. The majority of the other Council members did not want him to speak on the topic, which was regarding a joint meeting with the Mountain Iron-Buhl School Board to discuss usage of the old High School. However, Mr. Roskoski stated that he was able to get in only roughly 1/3 of his presentation, not the whole thing, but about 1/3, before he was asked to make a motion. Mr. Roskoski made a motion, however another Council member did not second it, thus he was not allowed to continue with his presentation, and therefore no one understood. Luckily, Mr. Alwar, filled Mr. Roskoski as well as the rest of the Council in, regarding the recent sale of the old High School building.
- For everyone who has watched area City Council, School Board, and other public meetings, anywhere from Hoyt Lakes to Chisholm; it was routine, similar to what occurs in Mountain Iron, meeting agenda items, there will be moved, then a support, maybe some discussion and then finally a vote. But with new agenda items, the Mayor or Chair, will bring forward the new item' typically with much discussion will follow, especially if it is a complicated thing. After much discussion, there will be a potential moved and then a support to adopt the new item, and then voting upon it.
- For years, the Mountain Iron City Council has operated in this manner, however at the last meeting along comes a new format, there has to be a moved and support to bring the new item on the table for discussion. For an example, a motion that was made at the previous meeting which was not even on the agenda. Therefore, in Mr. Roskoski's opinion, the issue appears to be when he wants items put on the agenda he must do it differently, instead of adding them on the night of, like Councilor Skogman previously did. Mr. Roskoski questioned the City Attorney if he had to have a motion and support, before he could speak regarding the item.
- City Attorney Lindsay stated that best way to address an agenda item is to communicate with the City Administrator ahead of time, and ultimately the Mayor and City Administrator will decided

what is added on to the agenda. With the best practice being, that anything you want on the agenda brought to their attention prior to the creation of the agenda, as it get tricky to add items onto the agenda during the course of the meeting. Alternatively, bring the items to the attention of the floor or Council members before the beginning of the meeting, prior to the commencement of the meeting and before the approval of, or adoption of the agenda. Typically, at this setting or type of a meeting, it is not the time or place for presentations and an initial motion should address the business items, if there is support for that motion and then discussion and then ultimately a vote on the item. The intent of Robert's Rules of Order very often is if there is going to be a larger presentation, so to speak, those things to be a working session or committee, where more time can be devoted to the item. Typically, the best practice is to present information on desired items, some background information, ahead of the meeting, if it is available, so everyone has the greatest opportunity to review it beforehand.

- Councilor Prebeg spoke, stating that if someone puts something on the agenda with the following background information, is that when the information should be there, so the Council can view the information prior to the meeting. Thus, when the meeting occurs, instead of having a long discussion or presentation, the information is already there. Then if the motion is made, and there is no support, then there is no additional information or presentation.

Liaison:

- No formal report

It was moved by Skogman and seconded by Buria to open up the City Buildings, with the amended motion to have groups, such as the Senior Citizens work with the City Administrator and the City Attorney to come up with a designated a plan to open the buildings based on usage. The motion carried unanimously on roll call vote.

- Councilor Skogman spoke in regards to receiving guidance to re-opening of buildings, stated that recently State guidelines have changed, thus allowing gyms, theatres, restaurants and bars with certain capacity restrictions.
- City Attorney Lindsay stated that a plan in place which is flexible enough, but adequate enough to maintain all guidelines, requirements and restrictions will be needed, in addition to a COVID preparedness plans for each building. It can be quite difficult to develop these plans, as restriction, guidelines and mandates are ever changing, however the City can assist in developing a plan, which should have input from those individuals/groups, which will be utilizing the buildings.
- Carolyn Olsen stated that although they could come up with a plan, things could be different the next day. The Seniors would post plan/rules on the door of the Senior Center for them to utilize the facility, why would they not be able to use it, as it is a Senior Citizens designated place. If the rules/guidelines are posted, and someone does not want to follow them, they can refuse admittance, and they will change the rules/guidelines as needed or changes come.
- City Administrator Wainio stated that it is not as simple, as posting rules on the door, as the State requires a plan to be developed for buildings. As a City owned building, and regardless if it used by the Seniors or for other events, there has to be a plan, there needs to be a plan adopted before it can be opened.

It was moved by Roskoski and seconded by Buria to approve Resolution #04-21; Ordering Improvement and Preparation of Plans (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Buria to approve the recommendation from Northward Properties the reconfiguration of several taxable parcels in the Plat of Rock Ridge Development, which had previously been bifurcated by the relocation of County Road 102. The motion carried.

- Councilor Roskoski spoke regarding a Community Wide Survey. Depending on how the City is divided, there are some 24-neighborhood areas, with some being rural and other being suburban. Ideas have been discussed, in regards to find out what Citizens like or don't like, want or need changed in their areas, with neighborhood meetings being held at the Community Center, however with COVID, this has not been available. An alternative concept would be mailing out questionnaires to everyone in town with instructions, then compile the returns according to neighborhood areas. Maybe someone has ideas that City Staff or Council members have not thought of before. Bring up the possibly at the next City Council meeting, on April 5th for further discussion.
- Councilor Prebeg that the City already has something in place, for those that want to make suggestions or comments, citizens can put their comments/suggestions in the bill/drop off boxes located in/throughout town.
- Councilor Roskoski stated that the only problem with the drop-off boxes is that they are not property labeled; only one that is completely labeled properly is the one located at the American Bank off County Road 7. Either the other boxes, do not say suggestion box or they labeling is peeling off and is unreadable.
- Public Works Director Satrang stated that he did receive the suggestion from Councilor Roskoski in regards to the boxes not being labeled properly or the labeling coming off; new decals have been order, just waiting on warmer weather so it would adhere better to the boxes.

At 7:55p.m., it was moved by Buria and seconded by Roskoski that the meeting be adjourned. The motion carried.

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Communications:

1. Local Board of Appeals and Equalization (LBAE) scheduled for Wednesday, April 21, 2021 from 5:00pm to 6:00pm at the Mountain Iron City Hall, Iroquois Room.

Distribution Summary

Category	Distribution	GL Account	Amount
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	385.13
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	11,610.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	101-20803	346.24
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	855.21
CD INTEREST	CD INTEREST 101	101-36-6200-000	2,421.93
CD INTEREST	CD INTEREST 378	378-36-6210-000	1,093.78
CD INTEREST	CD INTEREST 601	601-36-6200-010	39.06
CD INTEREST	CD INTEREST 602	602-36-2100-062	117.19
CD INTEREST	CD INTEREST 603	603-34-4400-010	234.38
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	604-37-4100-000	73.57
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	603-34-4400-003	6.40
FINES	CRIMINAL	101-35-5100-000	1,013.67
LICENSES	ANIMAL	101-32-2100-000	10.00
METER DEPOSITS	ELECTRIC	604-22000	850.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	130.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	56,885.89
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	230-31-1010-000	71.30
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	1,814.55
MISCELLANEOUS	FAX CHARGES	101-36-6200-061	51
MISCELLANEOUS	LIBRARY-COPIES, FINES, MISC.	101-36-6200-092	11.99
MISCELLANEOUS	MISC. - GENERAL	101-37-7100-023	352.50
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	3,069.15
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	101-21710	391.50
PERMITS	BUILDING	101-32-2100-000	16,965.68
UTILITY	UTILITY	001-11105	278,726.07
Grand Totals:			377,475.70

Report Criteria:

Report type: Summary

Check Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/21	03/16/2021	155757	10056	A T & T MOBILITY	101-20200	1,382.75
03/21	03/16/2021	155758	1460	AMBER BRYANT	604-20200	71.74
03/21	03/16/2021	155759	10067	AQUA-PURE INC.	602-20200	5,024.05
03/21	03/16/2021	155760	20022	BENCHMARK ENGINEERING INC	601-20200	7,867.50
03/21	03/16/2021	155761	1461	BENJAMIN PERSIG	604-20200	350.00
03/21	03/16/2021	155762	30035	C & B WAREHOUSE DISTR INC	602-20200	200.00
03/21	03/16/2021	155763	30084	CARDMEMBER SERVICE	603-20200	5,830.82
03/21	03/16/2021	155764	170001	CENTURY LINK	101-20200	192.75
03/21	03/16/2021	155765	220003	CITY OF VIRGINIA	101-20200	29.82
03/21	03/16/2021	155766	30072	COMPUTER WORLD	101-20200	3,166.69
03/21	03/16/2021	155767	140013	CORE & MAIN LP	601-20200	12,130.70
03/21	03/16/2021	155768	1901024	CTC	101-20200	515.01
03/21	03/16/2021	155769	1458	DEREK VAN NORMAN	604-20200	150.00
03/21	03/16/2021	155770	40027	DULUTH/SUPERIOR COMMUNICATIONS INC.	101-20200	20.00
03/21	03/16/2021	155771	50049	ESSENTIA HEALTH	101-20200	30.00
03/21	03/16/2021	155772	60008	FAIRVIEW CLINIC-MOUNTAIN IRON	101-20200	2,103.00
03/21	03/16/2021	155773	60006	FISHER PRINTING COMPANY	101-20200	75.00
03/21	03/16/2021	155774	50048	FRONTIER ENERGY	604-20200	869.30
03/21	03/16/2021	155775	1459	GARY & PAULETTE SCHANUS	604-20200	140.46
03/21	03/16/2021	155776	80001	HILLYARD/HUTCHINSON	101-20200	2,918.41
03/21	03/16/2021	155777	80037	HOMETOWN MEDIA PARTNERS	101-20200	199.00
03/21	03/16/2021	155778	1465	JARED ALLRED	604-20200	21.25
03/21	03/16/2021	155779	130164	JEFF MARKS	604-20200	52.31
03/21	03/16/2021	155780	1463	KEITH KRUSE	604-20200	134.43
03/21	03/16/2021	155781	120013	L & L RENTALS INC	602-20200	228.00
03/21	03/16/2021	155782	120006	L & M SUPPLY	604-20200	809.12
03/21	03/16/2021	155783	1466	LILLI LACKNER	604-20200	130.98
03/21	03/16/2021	155784	1464	MICHAEL REUTER	604-20200	101.56
03/21	03/16/2021	155785	110035	MIDWEST COMMUNICATIONS	101-20200	100.00
03/21	03/16/2021	155786	1462	MINDY KUHL	604-20200	141.09
03/21	03/16/2021	155787	130039	MINNESOTA DEPT OF COMMERCE	604-20200	518.15
03/21	03/16/2021	155788	140026	MINNESOTA ENERGY RESOURCES	602-20200	3,514.03
03/21	03/16/2021	155789	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	465.00
03/21	03/16/2021	155790	130009	MINNESOTA POWER (ALLETE INC)	604-20200	149,590.65
03/21	03/16/2021	155791	130180	MINNESOTA TELECOMMUNICATIONS	603-20200	464.17
03/21	03/16/2021	155792	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	106,089.00
03/21	03/16/2021	155793	140004	NORTHERN ENGINE & SUPPLY INC	602-20200	293.20
03/21	03/16/2021	155794	160066	PACE ANALYTICAL SERVICES, LLC	602-20200	190.00
03/21	03/16/2021	155795	170007	QUILL CORPORATION	602-20200	196.33
03/21	03/16/2021	155796	180005	ROAD MACHINERY & SUPPLIES CO.	101-20200	66.16
03/21	03/16/2021	155797	1336	ROBERT WILLARD	101-20200	341.10
03/21	03/16/2021	155798	190045	SERVICE SOLUTIONS	101-20200	23.00
03/21	03/16/2021	155799	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	36,003.41
03/21	03/16/2021	155800	200020	THE TRENTI LAW FIRM	101-20200	3,023.93
03/21	03/16/2021	155801	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	56,583.33
03/21	03/16/2021	155802	220020	VISA OR AMERICAN BANK CC PMT	602-20200	2,175.68
03/21	03/16/2021	155803	220021	VISIT GRAND RAPIDS	101-20200	1,000.00
03/21	03/16/2021	155804	230043	WISCONSIN CENTRAL	602-20200	310.37
03/21	03/16/2021	155805	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	5,604.98
03/21	03/16/2021	155806	240001	XEROX CORPORATION	101-20200	519.00
03/21	03/16/2021	155807	260002	Z/TECH	101-20200	139.00
03/21	03/16/2021	155808	260001	ZIEGLER INC	602-20200	406.95
03/21	03/16/2021	155809	10056	A T & T MOBILITY	101-20200	69.09

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/21	03/16/2021	155810	896	BRITTANI LONDO	101-20200	225.00
03/21	03/16/2021	155811	895	TONI CEGLAR	101-20200	575.00
03/21	03/16/2021	155812	220004	VIRGINIA DEPARTMENT OF PUBLIC	602-20200	11.40
03/21	03/16/2021	155813	230043	WISCONSIN CENTRAL	601-20200	250.00
03/21	03/16/2021	155814	130011	UNITED STATES POSTAL SERVICE	601-20200	451.81
Grand Totals:						414,085.48
PP-Ending 03/05						65,566.29
TOTAL EXPENDITURES						\$479,651.77



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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RESOLUTION NUMBER 04-21

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, Resolution Number 29-20 was adopted by the City Council on the 16th day of November, 2020, applying for a Community Development Block Grant for the proposed improvement of the sewer mains as identified in the attached Exhibit by sliplining, and

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

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

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

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF MARCH, 2021.

ATTEST:

City Administrator


Mayor Peggy Anderson

3-29-21

Mayor Peggy Anderson,
Admin. Craig Wainio,
Mountain Iron Council Members,

The Mountain Iron Senior Citizens Club is requesting permission to use the Mountain Iron Senior Citizen's Building for regular meetings of the club. We meet on the second and fourth Mondays of each month.

We would like to start having our meetings on the 12th of April at 1 o'clock. We intend to follow the Covid-19 guidelines with mask use, distancing, hand sanitizing and any other recommended safety plans offered by the City Council while using the building.

We agree with the "Covid Preparedness Plan" presented to us by Admin. Craig Wainio. We Thank him for doing this.

Carolyn Olsen, Pres. 735-8581

Annette Frericks, Sec. 735-8862

Sharon Tabor, Treas. 744-4477



COVID-19 PREPAREDNESS PLAN FOR MOUNTAIN IRON SENIOR CITIZENS CENTER

The Mountain Iron Senior Citizens Center is committed to providing a safe and healthy place for all patrons, guests and visitors. To ensure we have a safe and healthy building, the Mountain Iron Senior Citizens Center has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Members are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our communities, and that requires full cooperation among our members. Only through this cooperative effort can we establish and maintain the safety and health of all persons in the Mountain Iron Senior Center.

The COVID-19 Preparedness Plan is administered by the President of the Mountain Iron Seniors, who maintains the overall authority and responsibility for the plan. However, members are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. Mountain Iron Senior Citizens Center's members have our full support in enforcing the provisions of this plan.

Our members are our most important assets. The Mountain Iron Senior Citizens Center is serious about safety and health and protecting our members. Member involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan.

The Mountain Iron Senior Citizens Center's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring sick members stay home and prompt identification and isolation of sick persons;
- social distancing – members must be at least six-feet apart;
- member hygiene and source controls, including face coverings;
- building and ventilation protocol;
- building cleaning and disinfection protocol; and
- communications and training practices and protocol.

The Mountain Iron Senior Citizens Center has reviewed and incorporated the industry guidance applicable to our business provided by the state of Minnesota for the development of this plan, including the following industry guidance for indoor venues.

ENSURE SICK MEMBERS STAY HOME AND PROMPT IDENTIFICATION AND ISOLATION OF SICK PERSONS

Members have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess members' health status prior to entering the building and for members to report when they are sick or experiencing symptoms. Members must report to the City of Mountain Iron if they are experiencing symptoms of COVID-19 or have tested positive for COVID-19 and have been in the building in the last 14 days.

Mountain Iron Senior Citizens Center has also implemented a policy for informing members if they have been exposed to a person with COVID-19 at their building and requiring them to quarantine for the required amount of time.

Usage and attendance will be tracked with sign-in book and the group will maintain open communications with a City Representative. Members acknowledge that they're entering at their own risk.

SOCIAL DISTANCING – MEMBERS MUST BE AT LEAST SIX- FEET APART

Social distancing of at least six feet will be implemented and maintained between members, guests and visitors in the building through the following engineering and administrative controls: limiting the number of members in the building at one time in accordance with State guidelines. Persons in the building shall not gather in groups in common areas and "bottlenecks," including corridors, meeting rooms, stairways entrances and exits. The Mountain Iron Senior Citizen Club will provide recommended or required protective supplies, such as face coverings, gloves, disinfectant and face shields for members, and instruction about when and how they should be worn or used.

MEMBER HYGIENE AND SOURCE CONTROLS

Basic infection prevention measures are being implemented at our buildings at all times. Members are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially after using the restroom. All members guests and visitors to the building are required to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and locations in the building so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Hand sanitizer facilities will be provided, supplied and maintained by the Senior Citizens club. Source controls are being implemented at our buildings at all times.

Members, guests and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hands. Members, guests and visitors are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all members and other persons entering the building.

NO FOOD will be made onsite or shared. Coffee cups and other such items will be brought in with each user and taken when leaving to be washed off site.

BUILDING AND VENTILATION PROTOCOL

Operation of the building in which the club is located, includes necessary sanitation, assessment and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation and air conditioning (HVAC) systems. The maximum amount of fresh air is being brought into the building, air recirculation is being limited, and ventilation systems are being properly used and maintained. Steps are also being taken to minimize air flow blowing across people.

BUILDING CLEANING AND DISINFECTION PROTOCOL

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of surfaces, equipment, and areas in the work environment, including restrooms, lunch rooms, and meeting rooms. Frequent cleaning and disinfecting is being conducted of high-touch areas. The Mountain Iron Senior Citizen Club will be conducting the cleaning and disinfecting after every time the Club has used the building. If a person in the building is symptomatic or is diagnosed with COVID- 19 the building will be immediately closed for 14 days and then disinfected and cleaned by City of Mountain Iron personnel.

Appropriate and effective cleaning and disinfecting supplies have been purchased by the Mountain Iron Senior Citizen Club and are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product.

COMMUNICATIONS AND TRAINING PRACTICES AND PROTOCOL

This COVID-19 Preparedness Plan was communicated by handing out to members and posting at the Senior Center on [identify the date or dates when the plan was communicated]. Additional communication will be ongoing by posting updates.

The Senior Group agrees to discuss and adjust this plan monthly with a City Representative to address any/all frequently changing guidelines and recommendations.

Members are expected to monitor how effective the program has been implemented. All members are to take an active role and collaborate in carrying out the various aspects of this plan, and update the protections, protocols, work-practices and training as necessary. This COVID-19 Preparedness Plan has been certified by Mountain Iron Senior Citizens Center members and the City of Mountain Iron and the plan was posted throughout the building and made readily available to members [date]. It will be updated as necessary by the Mountain Iron City Administrator.



March 24, 2021

To: NEMMPA members
From: Dave Berg Consulting, LLC

Subject: Minnesota Power Confidentiality and Non-Disclosure Agreement

Dave Berg Consulting is assisting the NEMMPA board and members with exploration of future power supply options for member cities. We have begun this process by engaging in a negotiation with Minnesota Power regarding a possible extension of the existing power supply agreements it has with each member. Dave Berg Consulting is currently representing NEMMPA and acting as a primary point of contact with MP in these negotiations. Initially, the NEMMPA board has appointed a negotiating committee made up of representatives from Virginia, Grand Rapids and Brainerd to participate in initial discussions with MP. MP has indicated that it desires that information it provides to the negotiating committee and individual members during the negotiating process be kept confidential and non-public. The NEMMPA board has indicated that this is consistent with previous negotiations with MP.

Attached to this memorandum is the proposed agreement from MP. Please review this draft agreement including legal review if you deem it necessary. Dave Berg Consulting has not reviewed this agreement from a legal perspective and offers no opinion or advice regarding its legal interpretation. If you have any requested changes to the agreement, please forward them to me for submission to MP. If you find the agreement acceptable, please fill in the appropriate date and community/utility name in the first paragraph and complete the signature block at the bottom including signature from an authorized individual. Please forward a pdf copy of your signed agreement to me and I will facilitate getting signatures from MP for each community and will return a fully executed copy back to you as well as keep a copy in my files.

My contact information is:

David Berg, Principal
Dave Berg Consulting, LLC
15213 Danbury Ave W
Rosemount, MN 55068
Email: dave@davebergconsulting.com
Phone: 612-850-2305

Dedicated to providing personal service to consumer-owned utilities

Dave Berg Consulting, LLC | 15213 Danbury Ave W, Rosemount, MN 55068 | 612-850-2305

www.davebergconsulting.com

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

THIS AGREEMENT, is made and entered into this day of _____, 2021 between _____ ("Receiving Party") and Minnesota Power, a division of ALLETE, Inc. ("Minnesota Power"). Receiving Party and Minnesota Power may be individually referred to as the "Party" and collectively referred to as the "Parties".

WHEREAS, the Parties may be negotiating a service agreement pursuant to which Minnesota Power would provide electric service to Receiving Party ("Transaction");

WHEREAS, in connection with the evaluation and negotiation of the Transaction, Receiving Party desires to receive confidential, non-public information from Minnesota Power;

WHEREAS, the Parties recognize the confidential nature of the information and that disclosure or unauthorized use of such information to or by third parties could result in damage to Minnesota Power and its customers;

NOW, THEREFORE, in consideration of the promises, covenants and agreements contained herein to be kept and performed by the Parties, it is mutually agreed as follows:

1. "Confidential Information" means any information disclosed directly or indirectly by Minnesota Power or its Representatives to Receiving Party, or otherwise learned or obtained by Receiving Party, whether orally, in writing, in drawings, in documents, by site visits, by electronic means, or by any other means, where such information is related to or connected with the Transaction and, without limiting the generality of the foregoing, may include reports and analyses, term sheets, pricing, billing scenarios, technical and economic data, studies, forecasts, trade secrets, research or business strategies, customer information, financial or contractual information of Minnesota Power or its Representatives. "Confidential Information" shall also include the fact that the Parties are discussing and negotiating the Transaction and the status and subject matter of all negotiations between Parties.

2. "Representative" means a director, officer, employee, agent or professional advisor.

3. Receiving Party may receive and use the Confidential Information only for the limited purpose of evaluating the potential Transaction with Minnesota Power. Without the prior written consent of Minnesota Power, Receiving Party shall not use the Confidential Information for any other purpose.

4. Receiving Party shall take all steps necessary to keep the Confidential Information strictly confidential and shall not disclose the Confidential Information to any third party without the prior written consent of Minnesota Power. Any third party to whom Minnesota Power has consented to the disclosure of the Confidential Information shall execute an agreement substantially in the form of this Agreement prior to the receipt of any Confidential Information. After successful Transaction negotiations, Minnesota Power and Receiving Party

will collaborate on appropriate levels of confidentiality for a service agreement in accordance with accepted past practices, separate from and not addressed by this Agreement.

5. Receiving Party may disclose the Confidential Information to third party consultants and professional advisors of Receiving Party, provided that such disclosure be made to such persons only if such persons are also under a duty to comply with the terms of this Agreement.

6. The foregoing restrictions on disclosure and use of Confidential Information shall not apply to any portion of the Confidential Information that is:

- a. in the public domain at the time of disclosure or becomes part of the public domain after disclosure other than through any act or omission of Receiving Party or its agents or representatives; or
- b. shown by Receiving Party to have been in its possession at the time of disclosure, provided that such prior knowledge can be substantiated by written records or documents; or
- c. received by Receiving Party from a third party; provided, however, that such Confidential Information was not obtained by said third party, directly or indirectly, from Minnesota Power on a confidential basis; or
- d. required to be disclosed by judicial action or government regulation after all available legal remedies to maintain such Confidential Information as confidential have been exhausted, provided that Receiving Party complies with the requirements of Section 7 of this Agreement.

7. If Receiving Party is requested or required (by oral questions, interrogatories, requests for information or documents in legal or administrative proceedings, subpoena, civil investigative demand or other process) to disclose any or all of the Confidential Information, then Receiving Party shall, prior to any disclosure in accordance with such process, promptly notify Minnesota Power so that Minnesota Power may seek a protective order or other appropriate remedy. The parties shall fully cooperate in this effort. In the event such order or remedy is not obtained, or whereby Minnesota Power waives compliance with the terms of this Agreement, Receiving Party will furnish only that portion of the Confidential Information which is legally required to be disclosed and will exercise best efforts to obtain reliable assurance that the Confidential Information will be accorded confidential treatment.

8. The provisions of this Agreement shall remain in force and effect for two (2) years from the date first written above.

9. Confidential Information disclosed hereunder to Receiving Party shall remain the property of Minnesota Power. Upon a written request of Minnesota Power, the Receiving Party shall return to Minnesota Power all documentation and electronic media containing

Confidential Information and shall provide written certification that copies of all Confidential Information have been destroyed or returned within five (5) days of receipt of such request.

10. Nothing in this Agreement shall obligate Minnesota Power to disclose its Confidential Information, and any disclosure of Confidential Information shall be at Minnesota Power's sole discretion. This Agreement does not constitute a commitment or promise by any Party to proceed with the Transaction.

11. Receiving Party acknowledges that unauthorized disclosure or improper use of the Confidential Information would cause Minnesota Power irreparable harm for which it would have no adequate remedy at law. Accordingly, Minnesota Power shall have the right to obtain a temporary restraining order enjoining improper disclosure or use of such Confidential Information, in addition to any other rights and remedies available. Such order shall become permanent upon adequate showing of irreparable injury and ruling by a court of law.

12. Nothing contained in the Agreement shall be construed as granting any rights under any patent, trademark or copyright, by license or otherwise, protecting any Confidential Information subject to this Agreement. This Agreement does not create a partnership, joint venture or other legal relationship between the Parties. This Agreement shall be governed by and construed in accordance with the internal laws of the State of Minnesota of the United States of America, exclusive of its choice of law provisions, and all questions concerning the meaning, intention or validity of the terms of this Agreement, as well as the performance of the parties hereto, shall be determined and resolved in accordance therewith.

13. If any provision of this Agreement is declared void, or otherwise unenforceable by a court or other tribunal of competent jurisdiction, such provision shall be deemed to severed from this Agreement to the limited extent required and this Agreement shall otherwise remain in full force and effect.

14. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective affiliates, heirs, successors, representatives and assigns.

15. This Agreement shall constitute the entire understanding of the parties hereto with respect to the Confidential Information. No modification, amendment or waiver may be accomplished to the terms of this Agreement without the written consent of both parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement.

MINNESOTA POWER

[_____]

By:
Its:

By:
Its:



QUALITY PRODUCTS SINCE 1945
Roll offs · Compactors · Front and Rear Loads · Poly Dura Kans
EZroll off Trailers · EZroll off Truck Hoist

Quotation

Date: March 4, 2021

For: City of Mountain Iron
8866 Slate Street
Mountain Iron, MN 55768

Inquiry # 218-750-0121
Email: tsatrang@ci.mountain-iron.mn.us

Terms 25% down
Balance due upon shipping

Attn: Tim Satrang

Price's quoted are F.O.B
Mountain Iron, MN 55768

We are pleased to quote your inquiry as follows

<u>Qty</u>	<u>Description</u>	<u>Price</u>	<u>Amount</u>
50	N-65PK 65 Gallon Semi / Fully auto residential cart, medium density polyethylene rotationally molded, load rating 224 lbs., foot tilt, 10" wheels with 7/8" axles, completely assembled 10 year warranty, hot stamp on both sides Black cart and lid	\$108.00	\$5,400.00

One time charge for hot stamp plate \$475.00

KCH Freight \$1,080.00

Plus any applicable taxes

Total	\$6,955.00
--------------	-------------------

Allow 6-8 weeks for order

**Tai, To get an order started please
sign and email or fax back to 1-715-949-1983 and
then mail or wire 25% down payment**

Quoted by:


Cory Nedland

Mailing address:
P.O. Box 217
Ridgeland, Wisconsin 54763

Delivery address:
315 Railroad Street
Ridgeland, Wisconsin 54763

E-Mail: polykan@chibardun.net · web: www.nedland.com
(715) 949-1982 · (800) 447-4925 · Fax (715) 949-1983

LIBRARY OPENING PLAN

Beginning Monday, May 3rd, the Mountain Iron Public Library will be open for browsing, wearing a mask (everyone, ages 5 and up, no exceptions).

*Please note that face shields are not considered sufficient face covering unless accompanied by a cloth or surgical face mask. Masks must cover the nose and mouth completely.

The curbside pick-up (by appointment) is available for those who are unable to wear a mask.

Please use hand sanitizer when entering and exiting.

Practice social distancing, per CDC guidelines.

Restrooms/ meeting rooms are not available at this time.

Computers will be by appointment ONLY. Call us to reserve: 735 – 8625.

Please be efficient in your check out. To allow staff time to clean the library for your safety, browsing is available in 2-hour blocks. Please keep your visit brief to help keep the library safe for everyone to use. Things will look a little different in the library, so be sure to ask a staff member if you want help finding something! When browsing the stacks, please do NOT put books/ DVD's back on the shelf after viewing. Book carts are located throughout the library for you to place discarded items on. These will be sanitized before being returned to the shelves. We appreciate your cooperation.

Items you are returning can be placed in the book return bin outside or in the marked return bins inside.

OPEN HOURS:

Mondays 10:00am – 12:00pm & 4:00 – 6:00pm

Tuesdays 10:00am – 12:00pm & 4:00 – 6:00pm

Wednesdays 10:00am – 12:00pm & 4:00 – 6:00pm

Thursdays 10:00am – 12:00pm & 4:00 – 6:00pm

Fridays – CURBSIDE PICK-UP ONLY 10:00am – 2:00pm.

Assistance by phone/ email is available Monday – Thursday, 10:00am – 6:00pm and Fridays, 10:00am – 2:00pm.

The curbside pick-up (by appointment) is available for those who are unable to wear a mask as well as for anyone else who prefers that service.

Please call 735 – 8625 for more information or to schedule a pick-up.

Email: anna.amundson@alslib.info



COVID-19 PREPAREDNESS PLAN FOR MOUNTAIN IRON PUBLIC LIBRARY

The Mountain Iron Public Library is committed to providing a safe and healthy place for all patrons and staff. To ensure we have a safe and healthy building, the Mountain Iron Public Library has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Staff and patrons are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our communities, and that requires full cooperation. Only through this cooperative effort can we establish and maintain the safety and health of all persons in the Mountain Iron Public Library.

The COVID-19 Preparedness Plan is administered by the Library Director & City Administrator, who maintain the overall authority and responsibility for the plan. However, staff and patrons are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan.

The Mountain Iron Public Library's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring those that are sick stay home & prompt identification and isolation of sick persons;
- social distancing – staff and patrons must be at least six-feet apart;
- hygiene and source controls, including face coverings;
- building and ventilation protocol;
- building cleaning and disinfection protocol; and
- communications and training practices and protocol.

The Mountain Iron Public Library has reviewed and incorporated the industry guidance applicable to our business provided by the state of Minnesota for the development of this plan, including the following industry guidance for indoor venues.

ENSURE THOSE THAT ARE SICK STAY HOME & PROMPT IDENTIFICATION AND ISOLATION OF SICK PERSONS

Staff and patrons have been informed of and are encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess staff and patrons health status prior to entering the building and for staff or patrons to report when they are sick or experiencing symptoms. Staff and patrons must report to the Library Director/ City of Mountain Iron if they are experiencing symptoms of COVID-19 or have tested positive for COVID-19 and have been in the building in the last 14 days. A temperature scanner is available at the entrance for staff and patron use.

Mountain Iron Public Library has also implemented a policy for informing members if they have been exposed to a person with COVID-19 at their building and requiring them to quarantine for the required amount of time.

Staff and patrons acknowledge that they are entering at their own risk.

Beginning Monday, May 3rd, 2021, the Mountain Iron Public Library will be open for business. Hours of operation:

Mondays 10:00am - 12:00pm & 4:00 - 6:00pm

Tuesdays 10:00am - 12:00pm & 4:00 - 6:00pm

Wednesdays 10:00am - 12:00pm & 4:00 - 6:00pm

Thursdays 10:00am - 12:00pm & 4:00 - 6:00pm

Fridays - CURBSIDE PICK-UP ONLY 10:00am - 2:00pm

Curbside pick-up service will be available for those who prefer it. Hours of curbside service: Monday - Thursday, 10:00am - 6:00pm & Friday, 10:00am - 2:00pm.

SOCIAL DISTANCING – STAFF AND PATRONS MUST BE AT LEAST SIX-FEET APART

Social distancing of at least six feet will be implemented and maintained between staff and patrons in the building through the following engineering and administrative controls: limiting the number of members in the building at one time in accordance with State guidelines. Persons in the building shall not gather in groups in common areas and “bottlenecks”, including meeting rooms, stairways, entrances, and exits. The Library will provide recommended or required protective supplies, such as face coverings, gloves, and disinfectant with instructions on how to properly use them.

All patrons (everyone, ages 5 and up, no exceptions) must wear a mask. Please note that face shields are not considered sufficient protection unless accompanied by a cloth or surgical face mask. Masks must cover the nose and mouth completely. If a patron does not have a mask, one will be provided to them.

Curbside pick-up service is available for those who are unable to wear a mask as well as for anyone else who prefers that service.

HYGIENE AND SOURCE CONTROLS

Basic infection prevention measures are being implemented in our building at all times. Staff and patrons are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially after using the restroom. All staff and patrons are required to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are located at the entrance and throughout the building so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Hand sanitizer facilities will be provided and maintained by the City of Mountain Iron. Source controls are being implemented at our buildings at all times.

Staff and patrons are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, to avoid touching their face, particularly their mouth, nose and eyes, with their hands, and are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all patrons entering the building.

Please use hand sanitizer when entering and exiting. Gloves are available. Restrooms/ meetings rooms are not available at this time.

BUILDING AND VENTILATION PROTOCOL

Operation of the building includes necessary sanitation, assessment and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation and air conditioning (HVAC) systems. The maximum amount of fresh air is being brought into the building, air recirculation is being limited, and ventilation systems are being properly used and maintained.

A new air filtration/ purification system has been installed.

BUILDING CLEANING AND DISINFECTION PROTOCOL

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of surfaces, equipment, and areas in the work environment, including restrooms and meeting rooms. Frequent cleaning and disinfecting is being conducted of high-touch areas. Staff will be conducting the cleaning and disinfecting after each browsing session. If a person in the building is symptomatic or is diagnosed with COVID- 19, the building will be immediately closed for 14 days and then disinfected and cleaned by City of Mountain Iron personnel. Appropriate and effective cleaning and disinfecting supplies are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product.

Please be efficient in your check out. To allow adequate time to clean the library for your safety, browsing is available in two-hour blocks. Please keep your visit brief to help keep the Library safe for everyone to use. Things will look a little different, so be sure to ask a staff member if you need assistance. When browsing the stacks, please do NOT put books/ DVD's

back on the shelves after viewing. Book carts are located throughout the Library for you to place discarded items on. These will be sanitized before being returned to the shelves. We appreciate your cooperation.

Items you are returning can be placed in the book return bin outside or in the marked return bins inside.

Computers will be available for use by appointment only. Call us to reserve: 735 - 8625.

COMMUNICATIONS AND TRAINING PRACTICES AND PROTOCOL

This COVID-19 Preparedness Plan was communicated by handing out to patrons and posting at the Library on May 3rd, 2021. It was also posted on our website (<https://mountainironlibrary.com>) and on social media. Additional communication will be ongoing by posting updates, and a review of the plan will be conducted monthly, reflecting changing guidelines and recommendations.

This COVID-19 Preparedness Plan has been certified by the City of Mountain Iron, and the plan was posted throughout the building and made readily available to members May 3rd, 2021. It will be updated as necessary by the Mountain Iron City Administrator.

APPENDIX A – GUIDANCE FOR DEVELOPING A COVID-19 PREPAREDNESS PLAN

General

Centers for Disease Control and Prevention (CDC): Coronavirus (COVID-19) – www.cdc.gov/coronavirus/2019-nCoV

Minnesota Department of Health (MDH): Coronavirus – www.health.state.mn.us/diseases/coronavirus

State of Minnesota: COVID-19 response – <https://mn.gov/covid19>

Businesses

CDC: Resources for businesses and employers – www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

CDC: General business frequently asked questions – www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html

CDC: Building/business ventilation – www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: Businesses and employers: COVID-19 – www.health.state.mn.us/diseases/coronavirus/businesses.html

MDH: Health screening checklist – www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: Materials for businesses and employers – www.health.state.mn.us/diseases/coronavirus/materials

Minnesota Department of Employment and Economic Development (DEED): COVID-19 information and resources – <https://mn.gov/deed/newscenter/covid/>

Minnesota Department of Labor and Industry (DLI): Updates related to COVID-19 – www.dli.mn.gov/updates

Federal OSHA – www.osha.gov

Handwashing

MDH: Handwashing video translated into multiple languages – www.youtube.com/watch?v=LdQuPGVcceg

Respiratory etiquette: Cover your cough or sneeze

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html

CDC: www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

MDH: www.health.state.mn.us/diseases/coronavirus/prevention.html

Social distancing

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping

CDC: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

CDC: www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Environmental Protection Agency (EPA): www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Exhibiting signs and symptoms of COVID-19

CDC: www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

MDH: www.health.state.mn.us/diseases/coronavirus/basics.html

MDH: www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/returntowork.pdf

State of Minnesota: <https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>

Training

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html

Federal OSHA: www.osha.gov/Publications/OSHA3990.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/about.pdf

Application for Payment No. 2

To: The City of Mountain Iron

From: Magney Construction, Inc., 1401 Park Road, Chanhassen, MN 55317

Contract: _____

Project: Filter Replacement - Water Treatment Plant

Owners Contract No. _____ Engineer's Project No. 193804656

Date of this Invoice: 1-Mar-21

Invoice Work Period: 2-1-21 through 2-28-21

1) Original Contract amount	\$844,500.00
2) Change Orders to date	\$0.00
3) Revised Contract amount	\$844,500.00
4) Value completed to date	\$242,055.87
5) Materials stored on site	\$25,150.87
6) Total Earned to date	\$267,206.74
7) Amount retained	\$12,102.79
8) Amount previously paid	\$102,039.50
Amount due this Payment	\$153,064.45

Accompanying Documentation:

CONTRACTOR'S Certification:


The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through 1 inclusive; (2) title of all work, materials and equipment incorporated in said Work otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interest or encumbrance (except such as are recovered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance by the Contract Documents and not defective.

Magney Construction, Inc. (Contractor)

By: Peter Aldritt
Project Manager

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Owner: City of Mountain Iron Engineer: Stantec Engineering

By: _____ By: 

Date: _____ Date: 3-11-21

Contractor: Magney Construction, Inc.
 Owner: City of Mountain Iron, MN
 Project: Filter Replacement
 Stantec Project No. 193804656

Date of Application:
 Work Completed Through:

APPLICATION FOR PAYMENT SCHEDULE

Spec. Section	Description of Work	Scheduled Value	Work Previous Application	Completed This Application	Materials Presently Stored	Total Completed & Stored to Date	% Complete	Balance To Finish
6113	Bond & Insurance	\$ 12,600	12,600.00	0.00	0.00	12,600.00	100%	0.00
11000	Mobilization	\$ 37,700	26,390.00	0.00	0.00	26,390.00	70%	11,310.00
12000	De- Mobilization	\$ 14,200	0.00	0.00	0.00	0.00	0%	14,200.00
15000	Supervision & Gen'l Conditions (5 mos @ \$12K/Mos)	\$ 60,000	5,000.00	12,000.00	0.00	17,000.00	28%	43,000.00
24119	Demolition	\$ 105,700	63,420.00	36,995.00	0.00	100,415.00	95%	5,285.00
32000	Rebar - Materials	\$ 13,600	0.00	8,160.00	0.00	8,160.00	60%	5,440.00
32001	Rebar - Labor	\$ 12,900	0.00	5,160.00	0.00	5,160.00	40%	7,740.00
33000	Concrete Work	\$ 181,400	0.00	43,680.00	0.00	43,680.00	24%	137,720.00
42200	Masonry	\$ 7,800	0.00	0.00	0.00	0.00	0%	7,800.00
55000	Metal Fabrications	\$ 13,700	0.00	0.00	0.00	0.00	0%	13,700.00
66000	Plastic Fabrications (FRP Grating)	\$ 1,900	0.00	0.00	0.00	0.00	0%	1,900.00
71113	Bituminous Damproofing (Includes Drainage Board)	\$ 5,600	0.00	0.00	0.00	0.00	0%	5,600.00
79200	Joint Sealants	\$ 1,600	0.00	0.00	0.00	0.00	0%	1,600.00
99100	Painting	\$ 18,200	0.00	0.00	0.00	0.00	0%	18,200.00
220500	Plumbing Work	\$ 10,800	0.00	0.00	0.00	0.00	0%	10,800.00
230500	HVAC Work	\$ 21,200	0.00	0.00	0.00	0.00	0%	21,200.00
260505	Electrical Work	\$ 16,600	0.00	0.00	0.00	0.00	0%	16,600.00
312300	Earthwork	\$ 1,600	0.00	0.00	0.00	0.00	0%	1,600.00
329200	Seeding	\$ 900	0.00	0.00	0.00	0.00	0%	900.00
331000	Water Utilities	\$ 7,800	0.00	0.00	0.00	0.00	0%	7,800.00
400510	Process Pipe & Fittings	\$ 84,500	0.00	3,500.00	15,164.99	18,664.99	22%	65,835.01
400511	Access Manways into Filter Underdrain Plenum	\$ 12,100	0.00	0.00	9,985.88	9,985.88	83%	2,114.12
400525	Process Valves	\$ 48,200	0.00	0.00	0.00	0.00	0%	48,200.00
401100	Pressure Gauges	\$ 800	0.00	0.00	0.00	0.00	0%	800.00
409110	Field Instruments	\$ 1,100	0.00	0.00	0.00	0.00	0%	1,100.00
409132	Magnetic Flow Meters	\$ 3,900	0.00	0.00	0.00	0.00	0%	3,900.00
444313	Filter Equipment	\$ 105,400	0.00	0.00	0.00	0.00	0%	105,400.00
444329	Filter Media	\$ 42,700	0.00	0.00	0.00	0.00	0%	42,700.00
Totals		844,500.00	107,410.00	109,495.00	25,150.87	242,055.87	29%	602,444.13

Mountain Iron Fire Department
Call and Mutual Aid Report
2021

Description	Quarter 1				Quarter 2				Quarter 3				Quarter 4			
	Year To Date	22-Jan	19-Feb	19-Mar	16-Apr	14-May	11-Jun	9-Jul	8-Aug	3-Sep	1-Oct	29-Oct	24-Nov	24-Dec		
Total Calls	26	11	7	8	0	0	0	0	0	0	0	0	0	0		
Mutual Aid Calls	16	6	4	6	0	0	0	0	0	0	0	0	0	0		
Fire Hours	57.5	28	12	17.5	0	0	0	0	0	0	0	0	0	0		
Mt Iron Call Man Hours	126	48	69	9	0	0	0	0	0	0	0	0	0	0		
Mutual Aid Man Hours	156.5	68	18	70.5	0	0	0	0	0	0	0	0	0	0		
Total Call Man Hours	282.5	116	87	79.5	0	0	0	0	0	0	0	0	0	0		
Mutual Aid Hour %	55%	59%	21%	89%												

Mountain Iron Fire Department
Call and Response Report
2021

Description	Quarter 1				Quarter 2				Quarter 3				Quarter 4			
	Year To Date	22-Jan	19-Feb	19-Mar	16-Apr	14-May	11-Jun	9-Jul	8-Aug	3-Sep	1-Oct	29-Oct	24-Nov	24-Dec		
Total Calls	26	11	7	8	0	0	0	0	0	0	0	0	0	0		
False/Cancelled Alarms	8	3	2	3												
Working Calls	18	8	5	5	0	0	0	0	0	0	0	0	0	0		
FF/Working Calls	96	33	37	26												
FF/False/Canc. Alarms	37	18	9	10												
Total Responders	133	51	46	36	0	0	0	0	0	0	0	0	0	0		
FF per Call	5.24	4.64	6.57	4.50												
FF per Working Call	5.58	4.13	7.40	5.20												
Combined per Call	5.24	4.64	6.57	4.50												
% Member Response	29%	22%	39%	27%												

FF = Firefighter

Training Participation
Roster Total = 19
Average Per Event = 11.33
Attendees = 102.00
Scheduled Events = 9.00

COUNCIL LETTER 040521-VG1

FIRE DEPARTMENT

HIRING

DATE: April 1, 2021

FROM: Mark Madden
Acting Fire Chief

Craig J. Wainio
City Administrator

The Fire Department is recommending that the City Council approve the hiring of the following paid on call firefighter:

Aidan Bissonette

The Fire Department is recommending that the City Council approve the reinstatement of the following paid on call firefighter:

Daniel Ronchetti

The Fire Department is recommending that the City Council approve the hiring of the following First Responder:

Brian Hoag

COUNCIL LETTER 040521-VIIA

COUNCILOR SKOGMAN

ORDINANCE NUMBER 02-21

DATE: April 1, 2021

FROM: Councilor Skogman

Craig J. Wainio
City Administrator

Councilor Skogman requested this item be placed on the agenda. Attached is an Ordinance requiring any shipping containers placed in the City to be painted earth tones as requested by the Planning and Zoning Commission.



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

ORDINANCE NUMBER 02-21

AMENDING SECTION 154 OF THE MOUNTAIN IRON CITY CODE

THE CITY OF MOUNTAIN IRON HEREBY ORDAINS:

Section 1. Amending Section 154.022. Section 154.022 (C) (14) of the Mountain Iron City Code is hereby amended and is to read as follows:

(14) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

Section 2. Amending Section 154.023. Section 154.023 (C) (9) of the Mountain Iron City Code is hereby amended and is to read as follows:

(9) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

Section 3. Amending Section 154.024. Section 154.024 (C) (8) of the Mountain Iron City Code is hereby amended and is to read as follows:

(8) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

Section 4. Amending Section 154.026. Section 154.026 (C) (5) of the Mountain Iron City Code is hereby amended and is to read as follows:

(5) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

Section 5. Amending Section 154.027. Section 154.027 (C) (3) of the Mountain Iron City Code is hereby amended and is to read as follows:

(3) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

Section 6. Inconsistent Ordinances. All Ordinances or portions thereof inconsistent with this Ordinance shall be repealed and replaced with the provisions of this Ordinance.

Section 7. Effective Date. This Ordinance shall be effective in accordance with State Statute.

DULY ADOPTED BY THE CITY COUNCIL THIS 5th DAY OF APRIL, 2021.

Mayor Peggy Anderson

ATTEST:

City Administrator

COUNCIL LETTER 040521-VIIB

CITY ADMINISTRATOR

RESOLUTION 05-21

DATE: April 1, 2021

FROM: Craig J. Wainio
City Administrator

As part of the grant application being submitted for a possible trail connection between the Highway 169/County Road 7 intersection to the Mesabi Trail on County 109, a Resolution stating that the City will maintain the trail if it is funded. Enclosed is Resolution Number 05-21 Guaranteeing Ongoing Maintenance if such a trail was to be constructed. It is recommended that the City Council approve Resolution Number 05-21 as presented.



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RESOLUTION NUMBER 05-21

LOCAL TRAIL CONNECTIONS PROGRAM GRANT APPLICATION

WHEREAS, the City of Mountain Iron supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program. The application is to construct one (1) mile of paved trail for the Mountain Iron Recreational Trail System. The trail system is located within the Parkville neighborhood of Mountain Iron, and

WHEREAS, the City of Mountain Iron recognizes that it has secured \$470,000 in non-state cash matching funds for this project.

NOW, THEREFORE, BE IT RESOLVED, if the City of Mountain Iron is awarded a grant by the Minnesota Department of Natural resources, the City of Mountain Iron agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Mountain Iron will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Local Trail Connections Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, the City Council of the City of Mountain Iron names the fiscal agent for the City of Mountain Iron for this project as:

Craig J. Wainio
City Administrator
City of Mountain Iron
8586 Enterprise Drive South
Mountain Iron, MN 55768

BE IT FURTHER RESOLVED, the City of Mountain Iron hereby assures the Sunnybrook Recreational Trail will be maintained for a period of no less than 20 years.

DULY ADOPTED BY THE CITY COUNCIL THIS 5th DAY OF APRIL, 2021.

Mayor Peggy Anderson

ATTEST:

City Administrator

COUNCIL LETTER 040521-VIC

COUNCILOR SKOGMAN

BACKGROUND INFORMATION

DATE: April 1, 2021

FROM: Councilor Skogman

Craig J. Wainio
City Administrator

Councilor Skogman requested this item be placed on the agenda, with the following background information:

Any item to be placed on the agenda by any Councilmember must contain the appropriate background information to inform the City Council of the item to be voted on.

Summer Work Outreach Project
8590 Enterprise Drive South,
Mt Iron, MN 55768
(218)288-2063
swopforyouth@gmail.com



Serving Kids, Serving Communities
Chisholm, Mt. Iron-Buhl-Kinney,
Eveleth-Gilbert, Virginia
swopyouth.com

Spring 2021



Photo 1 SWOP Youth 2019

Meet Our New Executive Director!

Adelia Kindstrand-Clark is a 2018 Graduate of UW-Superior Social Work. Adelia grew up on the North Shore of Lake Superior and was a 2004 Graduate of Wm. M. Kelley High in Silver Bay, MN. She currently resides in Aurora, MN with her 5 children aged 10-16, 4 cats, and 1 loyal Labrador. Adelia brings years of experience in a variety of community based and social services to our program. She has coached multiple different sports, lead girl scouts, served on boards, committees, and been an active and engaged community member from a young age. Outgoing Executive Director, Dawn Trexel will be staying on through the month of March to assist in Adelia's training to promote a seamless transition.

"I am so honored to be given the opportunity to serve the community and our youth while working with an organization that shares my value of community, youth empowerment, stewardship, and volunteerism. I'm eager to jump right in and get to work!"

-Adelia Kindstrand-Clark, LSW

Getting Ready for SWOP 2021

We're gearing up for the summer program! We'll make some necessary adjustments to keep SWOP youth, staff, and community members safe during the COVID-19 pandemic. Changes will be determined based upon the most up to date information available to us via the CDC and MDH. Possible changes are likely to include wearing masks, emphasis on personal hygiene, increased outdoor activities, elimination of large group activities, and modified contact with elders. Inter-generational relationships are an important part of SWOP, so we are brainstorming creative ways that we can safely foster those relationships from a distance. If you would be interested in speaking with our youth about your business/organization or important life skills, or if you have a COVID-safe service activity to recommend, please contact us!

Important Dates

- Wednesday, March 17 4-6:30 - Ham Dinner
- Late March – Youth Recruitment Begins
- March/April – Hire Summer Staff
- Late April – Youth Applications Due
- Monday, June 7 6pm – SWOP Orientation
- Tuesday, June 8 SWOP Begins!

Board of Directors Opening!

We are seeking additional members to serve on our board. If you would like an application or more information contact Adelia or any board member.

Help keep SWOP going strong in our communities!

SWOP has been serving youth for 24 years thanks to the generous support of community members, businesses, and organizations. Your donation helps area youth form healthy relationships with work, community and other people. A receipt for your tax-deductible donation will be mailed to you at the end of the year. Donations can also be made online at: www.givemn.org/organization/Summer-Work-Outreach-Project or www.paypal.com (search for swopforyouth@gmail.com). Thank you!

\$50.00 funds one youth for one day of SWOP
\$150.00 funds one youth for one week of SWOP
\$900.00 funds one youth for six weeks of SWOP

Name: _____

Address: _____

Email: _____

☐ I am interested in being a board member or volunteer

My SWOP donation is: \$



You Are Invited to Our 24th Annual Ham Dinner - COVID style!



Menu:

- Glazed Ham
- Cheesy Potatoes
- Mixed Veggies
- Dinner Roll
- Brownie

Wednesday, March 17

4:00 to 6:30pm

Virginia Elks Lodge
218 N 5th Ave



Take out meals only - \$10

Buy 9 meals, get one FREE!

Raffle & Split the Pot! (Grand Prize: Fortune Bay package)

To pre-order, contact Dawn at 750-1877 or
swopforyouth@gmail.com, or visit swopyouth.com.

Pre-order pickup options:

- Curbside at Virginia Elks
- Scheduled delivery at:
 - Chisholm Iron Man 5:30
 - Eveleth Library 6:00
- Delivery available to area communities/businesses for 10+ pre-orders

Tickets also available at Hope Community Presbyterian Church in Virginia, M 12-2pm, T,W,Th 12-3pm.

Thank you to our sponsors! AEOA Senior Services, Virginia Elks, Fortune Bay, Lake Country Power

Thank you for your support in 2020!

1st National Bank of Buhl
Access Broadband
AEOA Senior Services
Twilla Ann Ahola
American Legion Post No. 220
Anna Amundson
Phyllis Antognozzi
ArcelorMittal
Sharon Chadwick
Chisholm Kiwanis Club
Duluth-Superior Area
Community Foundation
Eveleth Elks Lodge 1161
Fayal Township
Pastor Kristin Foster & Frank Davis
The Freeze 32 Degrees
Susan Gillespie
Good Shepherd Lutheran Home Mission
Patricia Grigal
Tom Hewett
Hometown Focus
Iron Range Resources
Iron Range Rotary Club
Dorothy Jacobson
David and Tracy Kenyon
Kinney Firemen's Relief Association
Knights of Columbus

Sarah Knudson
L & M Radiator, Inc
Lake Country Power
Kathleen McQuillan
Messiah Lutheran Church
Fr. Frederick Method
NAPA Auto
Natural Harvest - Change
Within Reach
Beth Peterson
Pit & Quarry Supplies, Inc
Range Association of Realtors
Range Cooperatives, Inc

Raymond Renfors
Rupp Funeral Home & Cremation Service
Mary Eddy Samuelson
Jill Schmitke
Security State Bank
Soroptimist Club of Virginia
The Sugar Shack
Virginia Lions Club
Ann Marie Vito
Women of Messiah ELCA
Anonymous





24th Annual Ham Dinner

Wednesday, March 17, 2021

4-6:30pm

Virginia Elks Lodge

218 N 5th Ave

Meal \$10

Online Meal Ticket \$9 + service fee

Buy 9, get 1 Free!

Curbside Service/Take Out Only



**Try Your Luck!
Raffle &
Split the Pot!
Grand Prize:
Overnight package
at Fortune Bay**

Deliveries:

A scheduled delivery of pre-orders will be made to 2 additional pick up locations:

-Chisholm Iron Man at 5:30pm

-Eveleth Public Library at 6pm

Free delivery to area communities/businesses for orders of 10+ meals

To pre-order, contact Dawn at 750-1877 or swopforyouth@gmail.com,



GRAND PRIZE: FORTUNE BAY – OVERNIGHT PACKAGE \$275 VALUE

TOP PRIZE: "R" CAR REPAIR - \$100 GIFT CERTIFICATE

TOP PRIZE: RADCO - \$100 GIFT CARD

ADDITIONAL CONTRIBUTIONS FROM:

Auto Value	Snickers Pizza
Bark Design Inc.	Tom & Jerry's Averill
BG's	Manner Family
Five Seasons Sports	Gornik Family
Jim's Sport Club	Knudson Family

The Summer Work Outreach Project Equipping ~ Engaging ~ Empowering

*11 - 14-year-old youth participate in six weeks of life skills,
leadership encounters,
money management practice, & community service work
experience throughout
Northern St. Louis County*