



MOUNTAIN IRON CITY COUNCIL MEETING

MONDAY, May 3, 2021

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
IROQUOIS ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
IROQUOIS ROOM
MONDAY, MAY 3, 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 April 19, 2021, Regular Meeting (#1-6)
 - B. Minutes of the April 21, 2021, LBAE Board of Review (#7-8)
 - 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
 - 1. COVID Preparedness Plan v3 (#9-22)
 - C. Director of Public Works' Report
 - 1. Shorthair Lane Truck Hauling (#23)
 - D. Library Director/Special Events Coordinator's Report (#24)
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - G. Fire Department Report
 - H. Planning and Zoning Commission
 - 1. Variance – BG's Bar and Grill (#25-29)
 - 2. Variance – Jason Gellerstedt (#25-29)
 - I. Liaison Reports
 - VI. Unfinished Business
 - A. Senior Citizen Club COVID Preparedness Plan (#30-34)
 - VII. New Business
 - A. Resolution Number 06-21 Grant Application (#35-36)
 - B. Resolution Number 07-21 Commitment to Service and Civility (#37-39)
 - VIII. Communications
 - IX. Announcements
 - X. Adjourn
- # Page Number in Packet
*Enclosed

**MINUTES
MOUNTAIN IRON CITY COUNCIL
April 19, 2021**

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Steve Skogman, Julie Buria, 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.

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

1. Approve the minutes of the April 5, 2021, regular meeting as submitted.
2. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
3. To acknowledge the receipts for the period April 1-15, totaling \$193,728.63 (a list is attached and made a part of these minutes),
4. To authorize the payments of the bills and payroll for the period April 1-15, totaling \$612,018.66 (a list is attached and made a part of these minutes).

The motion carried.

Public Forum:

- No one spoke during the public forum

The Mayor reported on the following:

- Administrative professional day on Wednesday, April 21st, thank you to all the Administrative Staff

City Administrator:

- Contact with new owners of Old school, will keep Council updated as more information available

It was moved by Prebeg and seconded by Roskoski to accept the recommendation of the Parks and Recreation Board and approve the enclosed agreement, hiring Mrs. Donna Johnson for the West Two Rivers Campground caretaker for the 2021 season. The motion carried.

Director of Public Works:

- New trash canisters placed in parks and public areas as well as new cardboard containers
- Utility marking flags, soon to be excavating lift station near Silver Creek, waiting for switch gear
- Debris got in and jammed the lift station pump taking out transformers at the Unity location
- City hire roughly 10 seasonal employees, for the Parks & Rec., Public Works Dept. and Library

It was moved by Buria and seconded by Skogman to authorize City Staff to advertise for temporary seasonal employees for the 2021 summer months. Once a list of potential employees is developed, it will be forwarded to City Council for final approval. The motion carried.

Library Director/Special Events Coordinator:

- Caution tape around stairs, currently patching Library stairs

It was moved by Roskoski and seconded by Skogman to approve the policies, protocols and COVID-19 Preparedness plan for the Mountain Iron Library as presented, but to table the opening until other buildings opened. The motion carried.

Sheriff's Department:

- Bears have been recently spotted in Ann's acres and Unity
 - No not approach or feed bears
 - Please bring trash and food in if possible

City Engineer:

- Peterson Well Drilling mobilized and started on Friday, April 16th on the Well project

It was moved by Prebeg and seconded by Buria to approve Pay Request #3 – Water Filter project in the amount of \$85,775.04 to Magney Construction Inc. Chanhassen, MN. The motion carried on a roll call vote.

City Attorney:

- No formal report
- Councilor Roskoski mentioned Mrs. Adam's legal questions during past meetings, stating that it looked like the City will have to pay Mrs. Adams. Questioned if the Council members should have a closed session with the City Attorney, to discuss further the legal issues surrounding Mrs. Adams, as a couple of the members who are currently serving on the Council were not part of the former meetings. City Attorney recommended paying the fees ruled by the Court.

Liaison:

- Library Board approved Benchmark Engineering to develop plans and specifications for an additional handicap parking space at the Library and to approve the accessibility the parking places located at the back entrance with possible Grant to pay for these improvements
- Merritt Days Committee discussed the plan to possibly go ahead

It was moved by Roskoski and seconded by Skogman to complete presentation on Community Wide Survey to the residents of Mountain Iron. It was moved by Roskoski and seconded by Skogman to amend the motion to table to the Community Wide Survey for a future date. The motion carried.

- Councilor Prebeg stated that there are plenty of outlets for residents to present suggestions
 - suggestion boxes, write a letter to the City, attend a City Council meeting

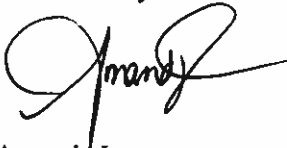
It was moved by Prebeg and seconded by to approve the resurfacing of the tennis court located at the South Grove Recreation Complex, for the quote amount of \$15,600.00 to Surface Pro, Anoka, MN. The motion carried on a roll call vote.

Announcement:

- Councilor Roskoski stated the City has 4 stain-less steel drop-off suggestion/payment boxes located throughout the City
 - Located at: City Hall, in front of the Senior Center, Northside of Shortstop Gas station, American Bank on Highway 7
- Councilor Roskoski stated that East Range Academy-Technology (ERATS) - new location near Walmart in the next year
 - Recommends that the City's Streets and Alleys committee work with the City Engineer to look into a sidewalk from Rock Ridge across Highway 169, Schools will now be located on both sides of the Highway with possible sharing of services

At 7:17p.m., it was moved by Prebeg seconded by Skogman 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	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	200.00
BUILDING RENTALS	COMMUNITY CENTER	75.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	149.95
CAMPGROUND RECEIPTS	FEES	4,470.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP	130.80
CAMPGROUND RECEIPTS	PAVILION FEES	60.00
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR	334.22
FINES	ADMINISTRATIVE OFFENSE	150.00
FINES	CRIMINAL	1,593.04
METER DEPOSITS	ELECTRIC	1,650.00
MISCELLANEOUS	ASSESSMENT SEARCHES	60.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	1,018.89
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	694.60
MISCELLANEOUS	DELTA DENTAL PAYABLE	96.85
MISCELLANEOUS	FAX CHARGES	.51
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	420.00
MISCELLANEOUS	REIMBURSEMENTS	1.02
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	32.96
PERMITS	BUILDING	49.10
SPECIAL ASSESSMENTS	SPECIAL ASSESS.-BOND MONEY	3,428.78
TAXES	BOND LEVY	3,082.61
TAXES	DUE TO MOUNTAIN IRON EDA	686.87
TAXES	MISCELLANEOUS TAXES	10.75-
TAXES	PENALTIES & INTEREST	221.79
TAXES	SPEC. ASSMTS-378 FUND-CURRENT	905.31
TAXES	SPEC. ASSMTS-ENERGY IMPROVEMEN	1,473.64
TAXES	TAX LEVY	6,501.14
TAXES	TAXES RECEIVABLE-DELINQUENT	8.50
UTILITY	UTILITY	166,243.80
Grand Totals:		193,728.63

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/21	04/15/2021	155875	130011	UNITED STATES POSTAL SERVICE	601-20200	449.76
04/21	04/20/2021	155876	10056	A T & T MOBILITY	101-20200	1,592.54
04/21	04/20/2021	155877	10012	ABE ENVIRONMENTAL SYSTEMS, INC	101-20200	1,982.84
04/21	04/20/2021	155878	10060	AFFORDABLE ROLL-OFFS	603-20200	1,000.00
04/21	04/20/2021	155879	10006	ANDERSON AUTO CENTER (DBA)	101-20200	1,698.75
04/21	04/20/2021	155880	1470	ARLENE LAMPPA	604-20200	137.83
04/21	04/20/2021	155881	10016	ARROWHEAD BATTERY CO INC	101-20200	680.00
04/21	04/20/2021	155882	10001	ARROWHEAD ECONOMIC OPPORTUNITY	101-20200	7,450.00
04/21	04/20/2021	155883	10025	ARROWHEAD REGION EMER. MGMT.AS	101-20200	40.00
04/21	04/20/2021	155884	20022	BENCHMARK ENGINEERING INC	601-20200	11,860.00
04/21	04/20/2021	155885	30055	BTAC ACQUISITION CORP.	101-20200	495.32
04/21	04/20/2021	155886	30084	CARDMEMBER SERVICE	603-20200	7,653.61
04/21	04/20/2021	155887	170001	CENTURY LINK	101-20200	269.15
04/21	04/20/2021	155888	220003	CITY OF VIRGINIA	101-20200	28.22
04/21	04/20/2021	155889	30072	COMPUTER WORLD	101-20200	1,281.82
04/21	04/20/2021	155890	30099	CREATIVE PRODUCT SOURCE, INC.	101-20200	223.49
04/21	04/20/2021	155891	1901024	CTC	603-20200	515.45
04/21	04/20/2021	155892	60029	FERGUSON ENTERPRISES INC	101-20200	1,534.12
04/21	04/20/2021	155893	50048	FRONTIER ENERGY	604-20200	481.14
04/21	04/20/2021	155894	70016	GOPHER STATE ONE CALL INC	604-20200	14.85
04/21	04/20/2021	155895	70004	GRANDE ACE HARDWARE	101-20200	18.75
04/21	04/20/2021	155896	1469	GREG & TIFFANY ZELLMER	604-20200	190.21
04/21	04/20/2021	155897	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60
04/21	04/20/2021	155898	80022	HAWKINS INC	601-20200	859.68
04/21	04/20/2021	155899	80037	HOMETOWN MEDIA PARTNERS	603-20200	393.75
04/21	04/20/2021	155900	1471	JACOB GREDVIG	604-20200	130.72
04/21	04/20/2021	155901	30096	JAMES HIPPLE	101-20200	40.00
04/21	04/20/2021	155902	130164	JEFF MARKS	604-20200	52.23
04/21	04/20/2021	155903	30086	JULIE NYMAN	101-20200	10.00
04/21	04/20/2021	155904	140065	KEITH NYMAN	101-20200	20.00
04/21	04/20/2021	155905	120006	L & M SUPPLY	602-20200	1,266.90
04/21	04/20/2021	155906	120032	LAKE COUNTRY POWER	101-20200	201.00
04/21	04/20/2021	155907	1468	LEANNE SMITH	604-20200	326.43
04/21	04/20/2021	155908	130032	MAGNEY CONSTRUCTION, INC.	601-20200	153,064.45
04/21	04/20/2021	155909	130004	MESABI TRIBUNE	101-20200	366.29
04/21	04/20/2021	155910	14002	MICHAEL GIFFORD	101-20200	30.00
04/21	04/20/2021	155911	110035	MIDWEST COMMUNICATIONS	101-20200	500.00
04/21	04/20/2021	155912	130014	MINNESOTA BUREAU OF CRIMINAL	101-20200	15.00
04/21	04/20/2021	155913	140026	MINNESOTA ENERGY RESOURCES	602-20200	2,729.40
04/21	04/20/2021	155914	130008	MINNESOTA MUNICIPAL UTILITIES	604-20200	1,750.00
04/21	04/20/2021	155915	130009	MINNESOTA POWER (ALLETE INC)	604-20200	140,684.10
04/21	04/20/2021	155916	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	464.17
04/21	04/20/2021	155917	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	16,040.48
04/21	04/20/2021	155918	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	103,389.00
04/21	04/20/2021	155919	9039	NORTHLAND FIRE & SAFETY, INC	101-20200	1,898.20
04/21	04/20/2021	155920	140056	NORTHLAND TRUST SERVICES INC	601-20200	2,995.00
04/21	04/20/2021	155921	160066	PACE ANALYTICAL SERVICES, LLC	602-20200	303.00
04/21	04/20/2021	155922	160060	PIT & QUARRY SUPPLIES INC	101-20200	3,070.00
04/21	04/20/2021	155923	170005	QUALITY FLOW SYSTEMS INC	602-20200	6,980.00
04/21	04/20/2021	155924	180003	RANGE OFFICE SUPPLY	601-20200	74.99
04/21	04/20/2021	155925	190045	SERVICE SOLUTIONS	101-20200	23.00
04/21	04/20/2021	155926	190061	SULLIVAN CANDY & SUPPLY	101-20200	201.21
04/21	04/20/2021	155927	5007	SUN LIFE FINANCIAL	602-20200	846.16

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/21	04/20/2021	155928	180023	TECH BYTES	101-20200	215.00
04/21	04/20/2021	155929	1467	THOR THOMPSON	604-20200	287.37
04/21	04/20/2021	155930	210001	UNITED ELECTRIC COMPANY	604-20200	2,032.88
04/21	04/20/2021	155931	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	56,046.72
04/21	04/20/2021	155932	220020	VISA OR AMERICAN BANK CC PMT	101-20200	3,070.32
04/21	04/20/2021	155933	60038	WRIGHT EXPRESS FINAN SERV CORP	603-20200	5,897.84
04/21	04/20/2021	155934	240001	XEROX CORPORATION	603-20200	488.59
04/21	04/20/2021	155935	10056	A T & T MOBILITY	101-20200	69.17
04/21	04/20/2021	155936	190039	ST LOUIS COUNTY REGISTRAR OFFICE	101-20200	1.65

Grand Totals:

546,521.15

PP-Ending 04/02

65,497.51

TOTAL EXPENDITURES**\$612,018.66**

MINUTES
MOUNTAIN IRON CITY COUNCIL
BOARD OF APPEAL AND EQUALIZATION
April 21, 2021

Councilor Steve Skogman called the meeting to order at 5:00p.m. with the following members present: Joe Prebeg, Julie Buria, Steve Skogman, Ed Roskoski and Mayor Peggy Anderson. Also present were: Amanda Inmon, Municipal Services Secretary; Patrick Orent, Appraisal Supervisor via Zoom.

Patrick Orent, stated that the City of Mountain Iron was re-evaluated for the 2021 year, there were however no interior inspections as this time, but photos/videos were accepted in lieu of internal inspection.

It was moved by Roskoski and seconded by Buria to accept the recommendation of the St. Louis County Assessor and reduce the value amount from \$4,700 to \$1,800 to the property of Phillip Etter at 5712 Mineral Avenue, Mountain Iron, Parcel Code 175-0070-01242. The motion failed on roll call vote (No: Skogman, Anderson, Prebeg; Yes: Roskoski, Buria).

It was moved by Prebeg and seconded by Anderson to accept the recommendation of the St. Louis County Assessors and make no changes to the property of Phillip Etter at 5712 Mineral Avenue, Mountain Iron, Parcel Code 175-0070-01242. The motion carried on roll call vote (Yes: Anderson, Skogman, Prebeg; No: Roskoski, Buria).

It was moved by Prebeg and seconded by Buria to direct the St. Louis County Assessors to meet with Tony Neri Jr. to review their property at 8365 Spruce Drive, Mountain Iron, Parcel Code 175-0012-00220, to further make recommendations at a later date. The motion carried (5:0).

It was moved by Prebeg and seconded by Roskoski to direct the St. Louis County Assessors to meet with Garrett Benz to review their property at 8860 Highway 101, Iron, Parcel Code 175-0071-05131, to further make recommendations at a later date. The motion carried (5:0).

It was moved by Skogman and seconded by Prebeg to accept the recommendation of the St. Louis County Assessors and make no changes to the property of John Roskoski at 5732 Mineral Avenue, Mountain Iron, Parcel Code 175-0010-02500. The motion carried (4:0) with Roskoski abstaining.

It was moved by Prebeg and seconded by Buria to accept the recommendation of the St. Louis County Assessors and make no changes to the property of Edmund Roskoski at 5409 North Court, Mountain Iron, Parcel Code 175-0012-00150/00160 and 175-0069-00900. The motion carried (4:0) with Roskoski abstaining.

It was moved by Skogman and seconded by Prebeg to have the St. Louis County Public Health Inspectors visit and inspect the property of Mr. Roskoski due to the unlivable conditions which were presented to the Board. The motion carried (4:0) with Roskoski abstaining.

It was moved by Buria and seconded by Prebeg to accept the recommendation of the St. Louis County Assessors and reduce the value amount from \$318,400 to \$310,600 for the property of Keven Friebe at 5392 Aspen Lane, Mountain Iron, Parcel Code 175-0012-00580. The motion carried (5:0).

It was moved by Prebeg and seconded by Buria to accept the recommendation of the St. Louis County Assessors and reduce the value amount from \$210,000 to \$176,500 for the property of Douglas & Mary Erickson at 5404 Park Drive, Mountain Iron, Parcel Code 175-0055-00350. The motion carried (5:0).

It was moved by Roskoski and seconded by Anderson to accept the recommendation of the St. Louis County Assessors and reduce the value amount from \$484,400 to \$473,400 for the property of Bradley Gustafson at 5248 Shorthair Lane, Mountain Iron, Parcel Code 175-0071-03181. The motion carried (5:0).

It was moved by Prebeg and seconded by Buria to accept the recommendation of the St. Louis County Assessors and reduce the land value amount from \$72,600 to \$60,300 for the property of Jackie Raymond (Lawrence Holdings, LLC), Mountain Iron, Parcel Code 175-0071-03190. The motion carried (5:0).

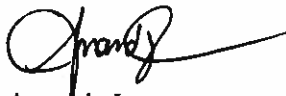
It was moved by Prebeg and seconded by Buria to accept the recommendation of the St. Louis County Assessors and reduce the value amount from \$155,100 to \$147,100 for the property of Donald Sauter at 5252 Shorthair Lane, Mountain Iron, Parcel Code 175-0071-03180. The motion carried (5:0).

It was moved by Roskoski and seconded by Anderson to accept the recommendation of the St. Louis County Assessors and reduce the value amount from \$55,300 to \$50,300 for the property of Rath & Kay Thuok at 5151 Chesapeake Court, Mountain Iron, Parcel Code 175-0067-00200. The motion carried (5:0).

It was moved by Buria and seconded by Anderson to reconvene the Local Board of Appeal and Equalization for Monday, May 3, 2021 at 5:30pm. The motion carried.

At 6:21p.m., it was moved by Anderson and seconded by Buria to recess the Local Board of Appeal and Equalization meeting. The motion carried.

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com



Welcome To Mountain Iron, Minnesota

"Taconite Capital of the World!"

COVID-19 Third Preparedness Plan for the City of Mountain Iron

Mountain Iron is committed to providing a safe and healthy workplace for all our employees and customers, clients, patrons, guests, and visitors. To ensure that, we have developed the following Preparedness Plan in response to the COVID-19 pandemic. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces. This requires full cooperation among employees and management. Only through this cooperative effort can we establish and maintain the safety and health of our employees and workplaces.

The COVID-19 Preparedness Plan is administered by the City Administrator, who maintains the overall authority and responsibility for the plan. However, management and employees are equally responsible for implementing and complying with all aspects of this Preparedness Plan. Mountain Iron managers and supervisors have our full support in enforcing the provisions of this plan.

Our 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:

- general employment measures;
- ensuring sick and/or exposed workers stay home and prompt identification and isolation of sick or exposed persons;
- worker hygiene and source controls, including face coverings;
- social distancing – workers must be at least six-feet apart;
- workplace cleaning and disinfection protocol;
- workplace building and ventilation protocol; and
- communications and training practices and protocol.

We have reviewed and incorporated the industry guidance applicable to our industry provided by the State of Minnesota for the development of this plan.

Other department specific guidance will be communicated by department supervisors.

General Employment Measures

Employees have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19.

The policies and procedures discussed in the following sections are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms. Sources for certain controls are included in this plan, which are current as of the date of this plan. Employees should, however, consult any updates to such sources to determine actions they should take.

The City of Mountain Iron has implemented leave policies that promote employees staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Accommodations for employees with underlying medical conditions or who have household members with underlying health conditions will be addressed on a case-by-case basis.

- ☐ **Family Medical Leave Act (FMLA)** provides 12 weeks of job-protected leave to qualifying employees to care for their own serious health condition, a serious health condition of an immediate family member, care for a newborn child, or care for an employee's immediate family member who is a covered service member on active duty.
- ☐ **The American Disability Act (ADA)** provides employees the opportunity to request workplace accommodations. The City of Mountain Iron complies with Title I of the ADA to accommodate workplace needs for employees with disabilities so that they can accomplish the essential function of their jobs. The ADA is intended to protect the rights of individuals with physical or mental impairments that substantially limit one or more major life activity.

Any document containing medical information about an employee is regarded as confidential. To the extent allowed by law, the City will protect the confidentiality of employee medical information.

Stay Home if Feeling Ill

Many times, with the best of intentions, employees report to or stay at work even though they feel ill, but employees should not stay at or report to work if they feel ill due to the current circumstances. If you feel ill, please inform your supervisor or designee immediately, leave immediately if you are at work, and do not return to work unless and until you are no longer ill with pandemic symptoms.

Employees who report to work ill may be isolated at work pursuant to industry guidance until they can safely be sent home in accordance with CDC health guidelines. We may request appropriate information related to illnesses from any employee before reporting to work and documentation from an ill employee before such employee may return to work.

Stay Home if COVID-19 Symptoms or Positive Test

If employees have any of the symptoms described below and/or have tested positive for COVID-19, you must inform your supervisor or designee immediately, leave immediately if you are at work, and do not return to work unless and until the guidelines below are met. Employees who are at or report to work under these circumstances will be sent home in accordance with these health guidelines. We may request appropriate information related to these items from any employee before reporting to work and documentation from an ill employee before such employee may return to work.

It is critical that employees **check for, leave work, and do not report to work** while they are experiencing **any** symptoms such as the following:

- Fever (100.4 degrees Fahrenheit or higher)
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Persons with COVID-19 who have symptoms and were directed to care for themselves at home may return to work under the following conditions:

- At least 1 day (24 hours) have passed since resolution of fever without the use of fever-reducing medications **and**
- At least 10 days have passed since symptom onset **and**
- Other symptoms have improved.

Persons infected with SARS-CoV-2 who never develop COVID-19 symptoms may discontinue isolation and other precautions 10 days after the date of their first positive RT-PCR test for SARS-CoV-2 RNA.

If you develop any of the following **emergency warning signs**, as specified by the CDC, get **medical attention immediately**:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

If you are sick with COVID-19 or suspect you are infected with the virus that causes COVID-19, you should contact your health care provider immediately and take the necessary steps to help prevent the disease from spreading to people in your home, place of employment, and community,

which includes staying at home.

Stay Home if Exposed to COVID-19

Close Contact

If a household member or guest, an intimate partner, or someone you are providing care for has COVID-19 symptoms, or if you have been in close contact (less than 6 feet) for a prolonged period of time with a person with COVID-19 symptoms, you should:

- Inform your supervisor or designee immediately
- Leave work immediately if you are at work
- Stay home until 14 days after last exposure
- Maintain social distance (at least 6 feet) from others at all times
- Self-monitor for symptoms
 - Check temperature twice a day
 - Watch for fever, cough, or shortness of breath
- Avoid contact with [people at higher risk for severe illness](#) (unless they live in the same home and had same exposure)
- Follow [CDC guidance](#) if symptoms develop

Travel

If you traveled to a country with widespread sustained (ongoing) transmission of COVID-19 as established by the CDC, or traveled on a cruise ship or river boat:

- Inform your supervisor or designee immediately
- Leave work immediately if you are at work
- Stay home until 14 days after your last exposure and maintain social distance (at least 6 feet) from others at all times
- Self-monitor for symptoms
 - Check temperature twice a day
 - Watch for fever, cough, or shortness of breath
- Avoid contact with [people at higher risk for severe illness](#) (unless they live in the same home and had same exposure)
- Follow [CDC guidance](#) if symptoms develop

If you traveled from any other country:

- Inform your supervisor or designee for a determination of whether you should stay home, or leave work if you are at work
- Practice social distancing
 - Maintain a distance of at least 6 feet from others
 - Stay out of crowded places
- Be alert for symptoms
 - Watch for fever, cough, shortness of breath
 - Take temperature if symptoms develop
- Follow [CDC guidance](#) if symptoms develop

If you are planning on traveling:

- Carefully consider whether travel is necessary
- Inform your supervisor or designee
- Check the [CDC's Traveler's Health Notices](#) for the latest guidance and recommendations for each country to which you will travel.
 - Self-monitor for symptoms before starting travel
 - Check temperature twice a day
 - Watch for fever, cough, or shortness of breath
- If you become sick after starting travel, promptly call a healthcare provider for advice as needed, and inform your supervisor or designee.
 - If outside the United States, a U.S. consular office can help locate healthcare services. However, U.S. embassies, consulates, and military facilities do not have the legal authority, capability, and resources to evacuate or give medicines, vaccines, or medical care to private U.S. citizens overseas.

Inability to be at Work

We provide paid sick time and other benefits to compensate eligible employees who are unable to work under certain circumstances. You should refer to applicable personnel policies, labor contracts, and notices related to such benefits.

Mountain Iron may consider allowing certain employees in certain positions to work from home. For more information about such arrangements, please contact your supervisor and refer to applicable personnel policies and notices.

Reduce the Spread of COVID-19

Basic Hygiene

Wash your hands frequently with warm, soapy water for at least 20 seconds, but especially at the beginning and end of their shift, prior to any mealtimes and after using the toilet. All visitors to the facility will be required to wash their hands prior to or immediately upon entering the facility. Use hand sanitizer with at least 60% alcohol if soap and water are not available.

Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol.

Avoid touching your eyes, nose, and mouth with unwashed hands.

Clean and Disinfect

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, vehicles and areas in the work environment, including restrooms, break rooms, lunch rooms, meeting rooms, checkout stations, fitting rooms, and drop-off and pick-up locations. Frequent cleaning and

disinfecting is being conducted of high-touch areas, including phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, credit card readers, delivery equipment, etc.

Appropriate and effective cleaning and disinfecting supplies have been purchased 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.

Social Distancing

Social distancing of at least six feet will be implemented and maintained between employees and other employees, patrons, customers, etc.

Employees must avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.

Employees must use telephone and video conferencing instead of face-to-face meetings as much as possible during this outbreak

Employees should void people who are sick with the above-symptoms or known to have traveled internationally or in a community in which COVID-19 is widespread.

Face Coverings

Pursuant to Executive Order 20-81 all employees are required to wear a face covering while at work, including when out of doors when it is not possible to maintain social distancing, unless specifically exempted by the Order. The exemptions contained in the Order are narrow and relevantly include the following:

- Individuals with a medical condition, mental health condition, or disability that makes it unreasonable for the individual to maintain a face covering. This includes, but is not limited to, individuals who have a medical condition that compromises their ability to breathe, and individuals who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. These individuals should consider using alternatives to face coverings, including clear face shields, and staying at home as much as possible.
- Individuals at their workplace when wearing a face covering would create a job hazard for the individual or others, as determined by local, state or federal regulators or workplace safety and health standards and guidelines.
- When testifying, speaking, or performing in an indoor business or public indoor space, in situations or settings such as theaters, news conferences, legal proceedings, governmental meetings subject to the Open Meeting Law (Minnesota Statutes 2019, Chapter 13D), presentations, or lectures, provided that social distancing is always maintained. Face shields should be considered as an alternative in these situations.
- When eating or drinking in an indoor business or indoor public space, provided that at least 6 feet of physical distance is maintained between persons who are not members of the same party.
- When asked to remove a face covering to verify an identity for lawful purposes.
- While communicating with an individual who is deaf or hard of hearing or has a disability,

medical condition, or mental health condition that makes communication with that individual while wearing a face covering difficult, provided that social distancing is maintained to the extent possible between persons who are not members of the same household.

- When an individual is alone, including when alone in an office, a room, a cubicle with walls that are higher than face level when social distancing is maintained, a vehicle, or the cab of heavy equipment or machinery, or an enclosed work area. In such situations, the individual should still carry a face covering to be prepared for person-to-person interactions and to be used when no longer alone.
- When a public safety worker is actively engaged in a public safety role, including but not limited to law enforcement, firefighters, or emergency medical personnel, in situations where wearing a face covering would seriously interfere in the performance of their public safety responsibilities.

Employees should additionally:

- NOT use a facemask meant for a healthcare worker.
- Continue to keep at least 6 feet away from others.

Face coverings can include a paper or disposable face mask, a cloth face mask, a scarf, a bandanna, a neck gaiter, or a religious face covering.

Further guidance on facemasks is available from the CDC here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>.

Personal Protective Equipment

Guidance related to any PPE that should be worn by employees to minimize exposure to hazards that cause serious workplace injuries and illnesses will be communicated to specific positions by supervisors.

Public Facilities

The Community Center will be opening on June 1st at 7:30am with modified safety protocols and limited access. The following protocols will be established for non-employees in the building:

Entrance will only be through the Main Entrance (the door from the parking lot).

Please attempt to keep 6 feet between you and other citizens while in the building. Floor markings will indicate the distance. If there are multiple people in the building common area, please wait outside until a citizen leaves.

Hand sanitizer will be available and is requested to be used before and after touching common surfaces.

The following areas of the Community Center are not open to the public: Council Chambers, Administrative Offices, Conference Rooms, Banquet Rooms and Kitchen.

Official City Meetings and meetings for conducting City business may take place at the Community Center in the Iroquois Room where social distancing protocol can be followed.

Citizens coming into the building must wear a mask, masks will be provided if you do not have one.

Water fountains will not be available.

Staff while using the common area of the building are also recommended to wear masks.

Citizens are encouraged to continue to use alternative methods of payments, such as:

Payment drop-boxes:

- Community Center – 8586 Enterprise Drive North
- Short Stop Convenience Store – 5539 Nichols Ave
- Senior Center – 8876 Main Street
- American Bank – 8841 Unity Drive

Payment by mail: City of Mountain Iron, 8586 Enterprise Dr S, Mountain Iron, MN 55768

Automatic monthly payments through ACH, call City Hall 218-748-7570.

Payment by credit or debit card over the phone: 218-748-7570.

Payment online <https://www.mtniron.com>

Fire Hall, City Garage, Wastewater Treatment Plant, Water Plant, Nichols Town Hall and South Grove Recreation Complex buildings will not be open to the public.

Mountain Iron Public Library will be open in accordance with the COVID Preparedness Plan for the Mountain Iron Public Library.

Mountain Iron Senior Center will only be open to Senior Center Club members in accordance with the COVID Preparedness Plan for the Mountain Iron Senior Center. The kitchen at the Senior Center shall remain closed.

Pay attention to the City's website www.mtniron.com and Facebook Page <https://www.facebook.com/Mtniron> for future updates and changes to operations.

Additional Considerations regarding Camping at West Two Rivers Campground

Common Spaces – Use of communal spaces, such as pavilions and group campsites, are limited to one household at a time and no more than 25 people in a group.

Capacity of Facilities – Single-user bathroom facilities are available. Each facility is equipped with hand sanitizer.

Campsite spacing – Campsites at the West Two Rivers Campground allow for social distancing.

Showers – Showers will be open, however occupancy will be limited one person at a time unless they are family members. Please wait outside until a shower becomes available.

Appropriate Signage – Public information signage is posted, where appropriate, to encourage the following:

- Social distancing of at least six feet between individuals from different households, in particular at entrances, exits, and locations where people tend to congregate such as restrooms and pavilions.
- Capacity limits for facilities that take into account any group-size limitations and maximum occupancy with social distancing of at least six feet between individuals from different households.
- Sanitizing protocols for individuals to follow before and after using public amenities.
- Basic COVID-19 health reminders, such as staying home when you are sick, covering coughs and sneezes, washing hands frequently, wearing a cloth mask to protect others, and avoiding touching your face.

Workplace Building and Ventilation Protocol

Operation of Mountain Iron buildings in which workplaces are located, include 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 workplace, 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.

Employee Group-Specific Measures

More specific measures may be taken for specific employee groups based on their work, sites, and risk of exposure to illness. We will be continually monitoring how to handle related workplace issues and will update you accordingly. In addition, Mountain Iron administration and supervisors will communicate to you any impacted operational issues related to your position.

Additional Information

Additional general guidance on COVID-19 is available here:

- CDC Fact Sheet: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf>
- MDH Guidance: <https://www.health.state.mn.us/diseases/coronavirus/index.html>

Communications and Training

This COVID-19 Preparedness Plan was posted on the City's website, and was posted physically in worksites. Additional communications, trainings, postings, and updates will be ongoing. Management and employees are to work through this new program together and will update training as necessary. The Preparedness Plan will be updated as necessary to comply with state and/or CDC guidelines.

Instructions will be communicated to all workers, including employees, temporary workers, staffing and labor-pools, independent contractors, subcontractors, vendors and outside technicians about protections and protocols, including: 1) social distancing protocols and practices; 2) practices for hygiene and respiratory etiquette; 3) requirements regarding the use of face-coverings and/or face-shields by workers will also be advised not to enter the workplace if they are experiencing symptoms or have contracted COVID-19.

Managers and supervisors are expected to monitor how effective the program has been implemented. All management and workers 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 management and the plan was posted throughout the workplace and made readily available to employees August 4, 2020. It will be updated as necessary by the City Administrator.

Nothing in this communication establishes any precedent or practice. The Mountain Iron may change or eliminate these items, or portions thereof, at any time and without notice.

This plan supplements existing employment policies, rules, procedures, and regulations. All current employment policies, rules, procedures, and regulations remain in full effect, except for instances where this plan directly contradicts another current policy, rule, procedure, or regulation in which case this plan supersedes existing policy, rule, procedure, or regulation. Therefore, employees are encouraged to review all other such policies, rules, procedures, and regulations in conjunction with this plan.

Please contact the City Administrator at cwainio@ci.mountain-iron.mn.us or 218-748-7570 with any questions or concerns. Thank you for your cooperation.

Certified by: Craig J. Wainio
City Administrator
May 3, 2021

Appendix A – Other Resources

General

www.cdc.gov/coronavirus/2019-nCoV

www.health.state.mn.us/diseases/coronavirus

www.osha.gov

www.dli.mn.gov

Handwashing

www.cdc.gov/handwashing/when-how-handwashing.html

www.cdc.gov/handwashing

<https://youtu.be/d914EnpU4Fo>

Respiratory Etiquette: Cover Your Cough or Sneeze

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

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

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

Social Distancing

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

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

Housekeeping

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

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

www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

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

Employees Exhibiting Signs and Symptoms of COVID-19

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

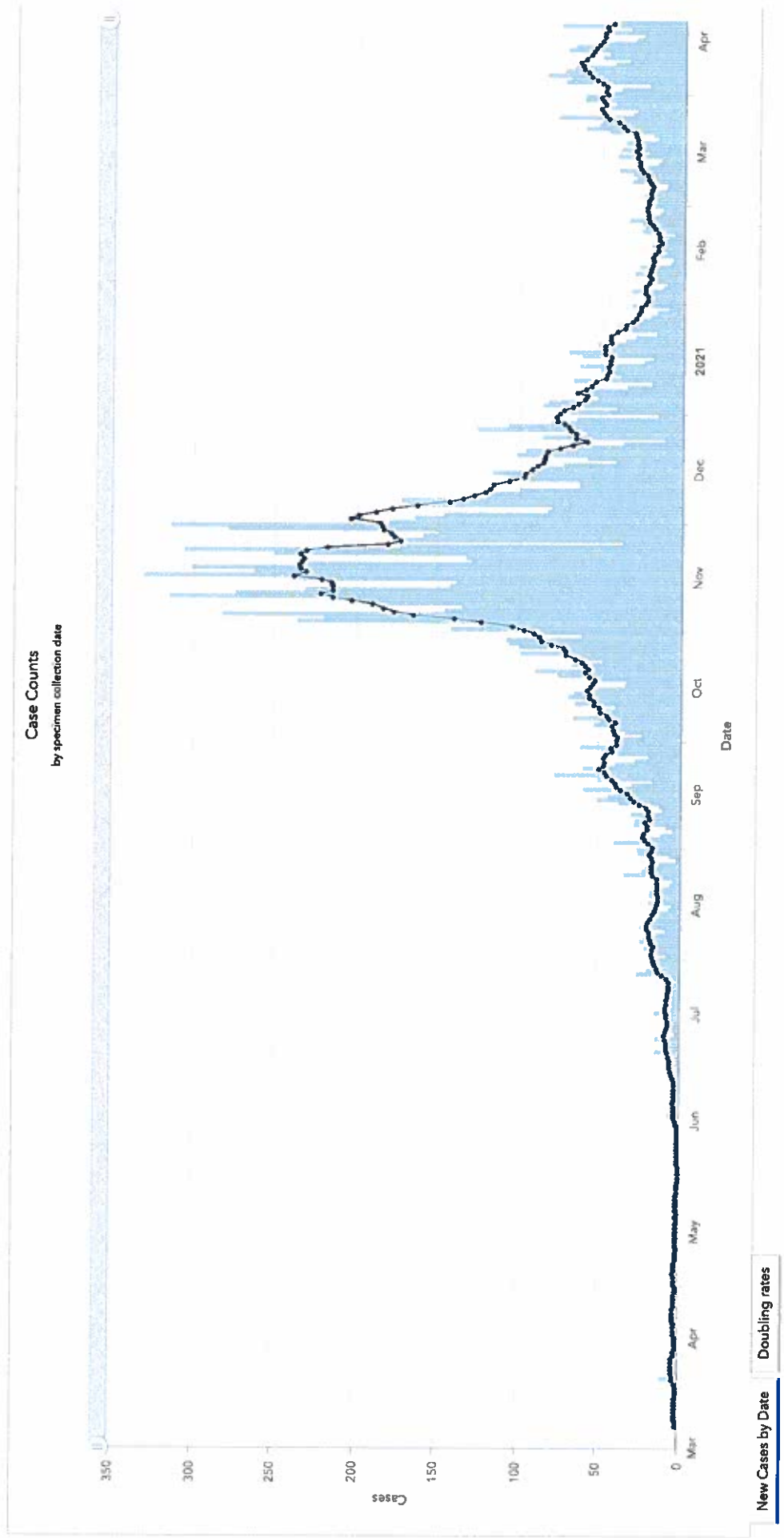
www.health.state.mn.us/diseases/coronavirus/basics.html

Training

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

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

www.osha.gov/Publications/OSHA3990.pdf




[/covid19/](#)

a

Overview of Stay Safe MN

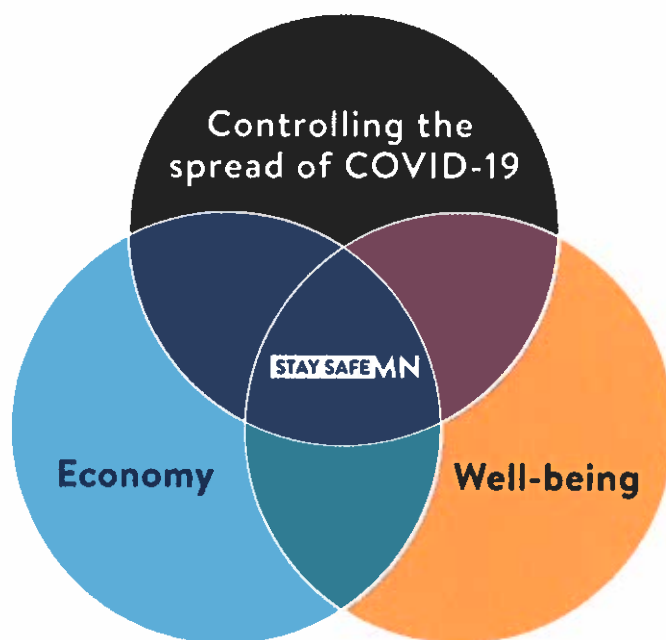
The Latest

- In Minnesota, the vaccine rollout is one of the best in the nation. More than 40,000 shots are going into arms each day, and as of March 12, 2021, nearly 1.2 million Minnesota have received at least one dose of vaccine. Learn more on [our vaccine page \(/covid19/vaccine/index.jsp\)](#).
- The data shows us that new cases are down from their peak, hospitalizations are declining, and fewer people are dying of COVID-19. We remain cautious and vigilant to protect the progress we've made, but we can see it and feel it now more than ever – we are beating COVID-19.
- We can now take more common-sense steps toward "back to normal." With the impact of vaccines taking hold, it is becoming safer to gather with family and friends, and to support small businesses. These adjustments reflect that reality and give us hope that we are on the cusp putting the pandemic behind us. [See details on the Stay Safe Plan \(https://mn.gov/covid19/for-minnesotans/stay-safe-mn/stay-safe-plan.jsp\)](#).

Life is slowly returning to normal as vaccine eligibility expands and supply of doses increases. Social activity and family visits are coming back in long-term care facilities, cases among teachers and educators have been stable even as so many students are back in the classroom; vaccinated grandparents can safely hug their grandchildren again. But COVID-19 is still with us, and we need to be mindful and safe. Here's how we're keeping things in balance as we take the next steps.

We're supporting well-being by making it easier to gather with friends and family.

- Up to 50 people can gather outdoors or 15 people for indoors, both without household limits.
- Religious services and celebrations no longer have any percentage or overall occupancy restrictions. But social distancing is still required.
- All venues can open at 50% capacity up to 250 people. Venues with capacity over 500 can add additional guests, effective April 1:
 - Seated outdoor venues can add an additional 25% of their capacity over 500, with a limit of 10,000 people.
 - Non-seated outdoor venues can add an additional 15% of their capacity over 500, with a limit of 10,000 people.
 - Seated indoor venues can add an additional 15% of their capacity over 500, with a limit of 3,000 people.
 - Non-seated indoor venues can add an additional 10% of their capacity over 500, with a limit of 1,500 people.



We're keeping our economy afloat by supporting small businesses and their workers.

- Bars and restaurants are increasing allowable occupancy to 75%, up from 50%, with a limit of 250 people. The limits apply separately indoors and outdoors. Bar seating increases to parties of 4; table seating to parties of 6.
- Salons and barbershops no longer have any percentage or overall occupancy restrictions. Social distancing is still required.
- Gyms, fitness centers, and pools are increasing allowable occupancy to 50%, up from 25%. Outdoor classes can increase to 50 people.
- Entertainment venues are increasing allowable occupancy to 50%, up from 25%, both indoors and outdoors, with a limit of 250.

We're controlling the spread of the virus, protecting hospitals, and minimizing deaths and long-term health impacts from COVID-19.

- We're asking Minnesotans to keep wearing masks. We know that masks work.
- Please continue to socially distance. Even though restrictions are loosening, venues are still required to reduce the spread of the virus.

STAY SAFE MN
MINNESOTA COVID-19



- Gyms, fitness centers, and pools are increasing allowable occupancy to 50%, up from 25%. Outdoor classes can increase to 50 people.
- We're continuing to keep the COVID-19 response in Minnesota robust by taking precautions against the spread of the virus in our communities. Get tested if you feel ill. [Download the COVIDawareMN smartphone app \(https://covidawaremn.com/\)](https://covidawaremn.com/) to get notified if you've been exposed to someone who tests positive. And [sign up for the Vaccine Connector \(https://mn.gov/covid19/vaccine/connector/connector.jsp\)](https://mn.gov/covid19/vaccine/connector/connector.jsp) to help you find out when, where, and how you can get your vaccine.

The workplace is also slowly returning to normal. We are not yet ready to have all employees come back – workplaces should continue to allow work from home, as the State of Minnesota will continue to do, for now. But as more Minnesotans are vaccinated, and as we near the end of the pandemic, it is time begin to change our approach. Effective April 15, work from home will be strongly recommended for those who can, but not required. All employers should continue to accommodate employees who wish to work from home.

One year ago we embarked on what would become perhaps the most difficult year in history: thousands lost to COVID-19; a virus that closed schools and businesses; a global pandemic that made us give up so much to keep each other safe. But every long, dark, cold winter comes to an end. And so, too, will this pandemic.

[Read Executive Order 21-11 \(/covid19/assets/eo-20-11_tcm1148-471506.pdf\)](#)



4-26-21

To: Craig Wainio
From: Ed Roskoski

Please place the following on the May 3rd City Council meeting agenda under both agenda headings.

Thank You -

Director Of Public Works' Report

And

Sheriff's Department Report

Short hair Lane Truck Hauling Damage

The County 102 asphalt apron on to Short hair Lane is broken in to many small pieces. Short hair Lane is now severely rutted up in many places. The clay road base has ruptured through the gravel surface. The Lane needs more than some grader work. It needs leveling - crowning and 3" to 4" of gravel, not sand, on the surface. Plus clean up along the edges. Who pays for the needed repairs is a question? County Road Restrictions?

Mountain Iron Public Library

Monthly Report

March 2021

Circulation (COVID-19/ Closure Order per the City in place):

Items checked out: 1,280 Items checked in: 1,380

Total Circulation of materials in March: 2,660

Attendance:

Adults: - Youth: - Patrons in March: 266

Special Events/Programs held: 1 (Take and Make craft – 30 recipients)

Reference Desk visits (email, phone, and messenger): 392 Computer Use Sessions: 0

Total Library Usage: 688

Events and Activities at the library in March:

Take & Make Craft kits – 1 event

March 1st & 15th: City Council Meetings (Anna)

March 10th – Library Board Meeting

Mountain Iron Planning and Zoning Commission

April 26, 2021

Chairman Steve Skogman called the Planning & Zoning meeting to order at 6:30 p.m. with the following members present: Steve Skogman, Barb Fivecoate, Jim Techar, Margaret Soyring, and Jerry Kujala, Zoning Administrator.

It was moved by Fivecoate and seconded by Techar to approve the minutes of the February 22, 2021 meeting as presented. The motion carried.

It was moved by Fivecoate, and seconded by Soyring to recess the regular meeting and open the Public Hearing. The motion carried.

The purpose of the public hearing is to consider a request by Jason Gellerstedt, for a Variance permit. The Variance is installation of a fire/pit pizza oven located 13 ft from the property line, not the required 25 ft setback. The property is legally described as follows:

Parcel Code: 175-0012-00770

LEGAL DESCRIPTION: Lot 0018, Block 003, Ann's Acres

Address: 8367 Tamarack Drive, Mountain Iron, MN 55768

There were no oppositions to this variance. Letters of support were received from Brynn and Nathan Anderson, Raymond Perrault, David Taus, David Skalbeck, and Michael and Renee Saatela (which are on file in the office as part of these minutes).

Jason explained to the commission that the oven would be used for personal use and will not be used for a business.

It was moved by Soyring and seconded by Fivecoate to close the public hearing and reopen the regular meeting. The motion carried.

It was moved by Fivecoate and seconded by Soyring to recess the regular meeting and open the public hearing. The motion carried.

The purpose of the public hearing is to consider a request made by Jeffrey Petersen dba as B.G.'s Bar & Grill, for a Variance permit. The Variance is an installation of a 24 x 40 slab with pavilion located 10 ft. from the property line, not the required 30 ft. setback. The property is legally described as follows:

Parcel Code: 175-0114+00035

LEGAL DESCRIPTION: Block 001, S ½ of Lot 1 and all of Lots 2 and 3, Block 1, Canadian No 2nd addition to Virginia

Address: 5494 Highway 7, Virginia, MN 55792

The manager of BG's explained the reason for doing the cement since half of the area is already concrete. No other changes will be made to the outdoor area.

Ed Roskoski stated that there has been no complaints about the establishment and they keep the area very clean.

It was moved by Techar and seconded by Fivecoate to close the public hearing and reopen the regular meeting. The motion carried.

It was moved by Techar and seconded by Soyring to recommend the City Council approve the Variance for Jason Gellerstedt. The motion carried.

It was moved by Soyring and seconded by Fivecoate to recommend the City Council approve the Variance for Jeffrey Petersen, dba B.G.'s Bar and Grill. The motion carried.

Zoning Administrator Report:

There have been two complaints on drainage damage. Not sure of all the details or if it is in the jurisdiction of the Zoning Ordinance.

Discussed the computer software and reported that the City Administrator has not gotten back to him about it.

Ed Roskoski questioned why fabric structures cannot be allowed if they can't be seen.

At 7:30p.m, it was moved by Fivecoate and seconded by Techar to adjourn the meeting. The motion carried.

Respectfully Submitted by:
Margaret Soyring, Secretary

CITY OF MOUNTAIN IRON



CONDITIONAL USE PERMIT



VARIANCE APPLICATION

Name of Owner: Jeff Peterson

Signature of Owner: [Signature]

Address: 5494 Hwy 7

Date: 3-24-21

Legal Description:

Sec/Lot 2 Twp/Block 1 Rge/Subd _____ Parcel Code: 175001400035

Description of Proposed Use for CONDITIONAL USE PERMIT:

Statement as to why proposed use will not cause injury to value of adjoining property.

Statement as to how proposed use is to be designed, arranged, and operated in order to permit development and use of neighboring property.

Lot 2

Area for which VARIANCE requested: (i.e. setbacks, height, etc)

Statement addressing condition of "undue hardship" for which VARIANCE is requested.

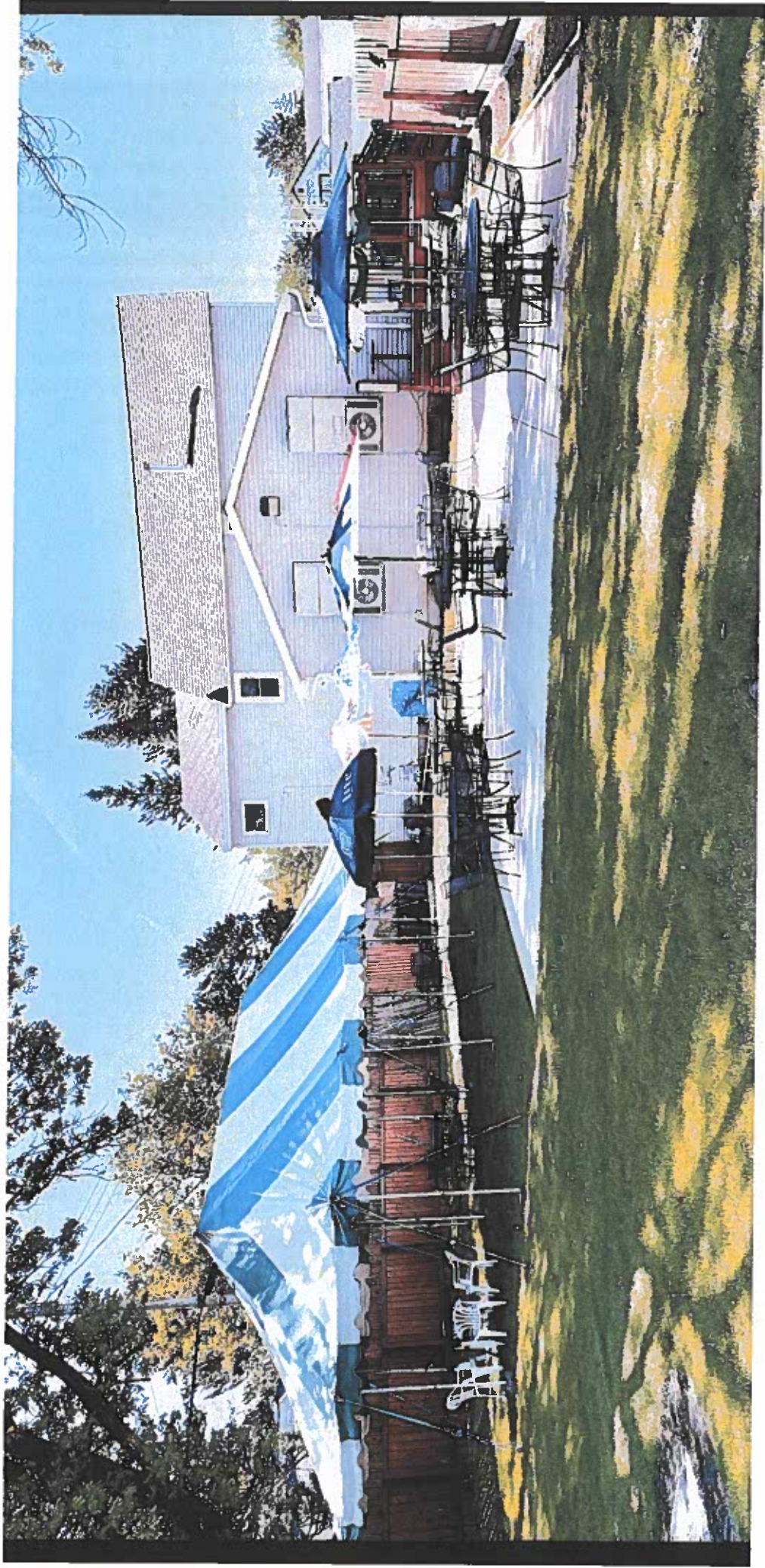
*Owner is required to submit a vicinity map, drawn to scale, showing owners and adjoining property including all existing or proposed buildings or uses. Use reverse side of this form.

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Application Submitted/Paid	<u>submitted / paid</u>	<u>03/23</u>	
Zoning Administrator Review	<u>reviewed</u>	<u>03/24</u>	<u>[Signature]</u>
Public Hearing Set	<u>date set for 04/26</u>	<u>03/26</u>	<u>[Signature]</u>
Hearing Notice Published	<u>published HTF</u>		
Planning & Zoning Recommendation (Board of Adjustment and Appeals Rec.)			
City Council Action			
Filed with County Recorder			

Conditions Attached _____

Notice. The new 24 x 40' Pavilion would go on the Slab.
There would be No Walls or Enclosures on the Pavilion.
We would like to Start 10' from East Property Line



S
E + W
N

CITY OF MOUNTAIN IRON

☐ **CONDITIONAL USE PERMIT** ☒ **VARIANCE APPLICATION**

Name of Owner: Jason Gellerstedt Signature of Owner: Jason Gellerstedt
Address: 0267 TAMARACK DR. Date: 3-15-21

Legal Description:
Sec/Lot 0018 Twp/Block 003 Rge/Subd _____ Parcel Code: 175-0012-00770
Ann's Acres

Description of Proposed Use for CONDITIONAL USE PERMIT:

Statement as to why proposed use will not cause injury to value of adjoining property.

Statement as to how proposed use is to be designed, arranged, and operated in order to permit development and use of neighboring property.

Fire Pit/Pizza oven is 13' back from property line. Not 25'
Area for which VARIANCE requested: (i.e. setbacks, height, etc)

25 feet from property line brings me to my garage. I was unable to build the
Statement addressing condition of "undue hardship" for which VARIANCE is requested.
Pizza oven in back yard because of underground cables.

*Owner is required to submit a vicinity map, drawn to scale, showing owners and adjoining property including all existing or proposed buildings or uses. Use reverse side of this form.

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Application Submitted/Paid	<u>submitted / pd</u>	<u>03/15/21 / 03/03/20</u>	<u>JG</u>
Zoning Administrator Review	<u>reviewed</u>	<u>03/17</u>	<u>JG</u>
Public Hearing Set	<u>date set 04/26</u>	<u>03/17</u>	<u>JG</u>
Hearing Notice Published	<u>published</u>	<u>03/26</u>	<u>JG</u>
Planning & Zoning Recommendation (Board of Adjustment and Appeals Rec.)			
City Council Action			
Filed with County Recorder			

copy #4.0114

Conditions Attached _____



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.

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

COUNCIL LETTER 050321-VIIA

ADMINISTRATION

RESOLUTION 06-21

DATE: April 29, 2021

FROM: Craig J. Wainio
City Administrator

Resolution Number 06-21 allows the City to apply for a grant from the IRRRB's Commercial Redevelopment Program to assist with removal of the roofing materials at the YMCA as part of their reroofing project. The grant must flow through the City to the YMCA. There will be no out of pocket expenses for the City, the match for the grant will be funded through other sources secured for the replacement project.



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 06-21

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 YMCA Roof Removal 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 3rd DAY OF MAY, 2021.

Mayor Peggy Anderson

ATTEST:

City Administrator

COUNCIL LETTER 050321-VIIB

COUNCILOR SKOGMAN

RESOLUTION 07-21

DATE: April 29, 2021

FROM: Councilor Skogman

Craig J. Wainio
City Administrator

Councilor Skogman requested this item be placed on the Agenda with the Resolution serving as background information.



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

RESOLUTION NUMBER 07-21

REAFFIRMING THE COUNCIL'S COMMITMENT TO SERVICE AND CIVILITY

WHEREAS, the Mayor of the City of Mountain Iron (the "Mayor") has determined that in order to efficiently and civilly conduct the business of the City of Mountain Iron the member of the Council ought to reflect upon and reaffirm their obligations; and

WHEREAS, the City of Mountain Iron has been and will always remain committed to the highest standards of equality, ethics, civility, and professionalism; and

WHEREAS, it is important that from time to time, the commitment to the obligation of those in public office shall be reaffirmed in order to ensure that it remains in the forefront of those who discharge the duty of office, and to reassure the Citizens of the City of Mountain Iron that their leaders hold themselves to a high standard.

NOW THEREFORE, be it resolved that the following standards shall be observed by each official serving the citizens of the City of Mountain Iron, and that each Council member voting affirmatively agrees, to the best of their ability, as follows:

1. To observe the highest standards of integrity in their official acts and undertake their responsibilities for the benefit of the greater public good.
2. To faithfully discharge the duties of their office regardless of their personal considerations, recognizing that the public interest is their primary concern.
3. To comply with both the letter and the spirit of the laws and policies affecting operations of the city.
4. To recognize their obligation to implement the adopted goals and objectives of the City in good faith, regardless of my personal views.
5. To conduct themselves in both their official and personal actions in a manner that is above reproach and in the discussion of City business to refrain from personal attacks upon or disparagement of any other member of the discussion and at all times to respect the authority of the Mayor to maintain order within the City's meetings.
6. To be independent, impartial, and fair in their judgment and actions.
7. To be accountable for their actions and behaviors and accept responsibility for their decisions.

8. To oppose all forms of harassment and unlawful discrimination.
9. To be respectful of citizens, city staff, officials, volunteers, and others who participate in or come into contact with the city's government and to never disparage another's lifestyle, religion, culture or history.

DULY ADOPTED BY THE CITY COUNCIL THIS 3rd DAY OF MAY, 2021.

ATTEST:

Mayor Peggy Anderson

City Administrator