



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, SEPTEMBER 20, 2021

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, SEPTEMBER 20, 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 September 7, 2021, Regular Meeting (#1-6)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications
- IV. Public Forum
- V. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - 1. Energy Assistance Program Agreement (#7-8)
 - C. Director of Public Works' Report
 - D. Library Director/Special Events Coordinator's Report (#9)
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - 1. Change Order Number 1 – Well Number 3 (#10-12)
 - G. City Attorney's Report
 - H. Planning and Zoning Commission
 - 1. Conditional Use Permit – Loretta Sanders (#13-14)
 - I. Liaison Reports
- VI. Unfinished Business
- VII. New Business
 - A. Resolution Number 16-21 EDA Levy (#15-19)
 - B. Resolution Number 17-21 Preliminary Levy (#15-20)
 - C. Temporary Liquor License (#21)
- VIII. Communications
- IX. Announcements
- X. Adjourn

Page Number in Packet
*Enclosed

MINUTES
MOUNTAIN IRON CITY COUNCIL
September 7, 2021

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Ed Roskoski, Julie Buria 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; Bryan Lindsay, City Attorney; and Kevin Friebe, Sheriff's Department. Absent members: Councilor Steve Skogman and Councilor Joe Prebeg Jr.

It was moved by Buria and seconded by to table the expenditures related to Merritt Days, until the Council can meet with the City Attorney, to determine what is and what is not permissible for money spent during Merritt Days and consent the rest of the agenda. The motion failed due to late of support from a second, with Councilor Skogman and Councilor Prebeg absent.

It was moved by Roskoski and seconded by Anderson that the consent agenda be approved as follows:

1. Approve the minutes of the August 16, 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 August 16-31, totaling \$223,284.67 (a list is attached and made a part of these minutes),
4. To authorize the payments of the bills and payroll for the period August 16-31, totaling \$571,292.12 (a list is attached and made a part of these minutes).

Discussion ensued between Council members and Mayor regarding Merritt days spending. Councilor Buria stated that she would approve the bills for the City, only if the expenditures regarding Merritt Days were removed.

Councilor Roskoski asked that "MN Power contractor," be added to acknowledge that they will be working with City on Mountain Iron's electrical distribution system upgrades. The motion carried with Councilor Skogman and Councilor Prebeg absent.

Public Forum:

- No one spoke during the forum

The Mayor reported on the following:

- Commend the Mountain Iron Fire Department on their success with the Department' First Annual "Community Steps" event, which helps children from lower-income families by providing shoes to K-12 Iron Range students

It was moved by Anderson and seconded by Buria to proclaim September 20th to September 26th 2021, National Rail Safety Week, encourage all citizens to recognize the importance of rail safety education. The motion carried with Councilor Skogman and Councilor Prebeg absent.

City Administrator:

- No formal report

It was moved by Buria and seconded by Roskoski to approve the included agreement with the Salvation Army for their Heat Share program for the 2021-2022 winter season. The motion carried with Councilor Skogman and Councilor Prebeg absent.

Director of Public Works:

- No formal report

It was moved by Buria and seconded by Roskoski to approve the recommendation of the Safety Committee and approve the contract for employee training with the Minnesota Municipal Utilities Association (MMUA) for the 2021-2022 year in the amount of \$12,050. The motion carried on a roll call vote with Councilor Skogman and Councilor Prebeg absent.

Library Director/Special Events Coordinator:

- No formal report
- Summer reading program participants read 99,450 minutes

Sheriff's Department:

- No formal report

City Engineer:

- No formal report

It was moved by Roskoski and seconded by Buria to approve Pay Request No. 6 – for the Water Filter Replacement Project – Water Treatment Plant, in the amount of \$184,543.18, to Magney Construction, Inc. Chanhassen, MN. This amount includes a 5% retainage. The motion carried on roll call vote with Councilor Skogman and Councilor Prebeg absent (3:0).

It was moved by Buria and seconded by Roskoski to approve Pay Request No. 7 – for the Water Filter Replacement Project – Water Treatment Plant, in the amount of \$44,182.60, to Magney Construction, Inc. Chanhassen, MN. This amount includes a 5% retainage. The motion carried on roll call vote with Councilor Skogman and Councilor Prebeg absent (3:0).

Fire Department:

- Fire Prevention week coming up with MIB School
- “Trucks & Treats,” Halloween event

It was moved by Roskoski and seconded by to approve the Fire Department report as presented. The motion failed due to lack of support, with Councilor Skogman and Councilor Prebeg absent.

It was moved by Buria and seconded by Anderson to approve the recommendation from the Fire Department and establish a committee to explore the building of a new Fire Hall in addition to a possible location in the future. The motion carried with Councilor Skogman and Councilor Prebeg absent.

Liaison:

- Councilor Roskoski spoke regarding the last Planning & Zoning, progress on canvas storage structures, may require a Variance permit in platted areas

It was moved by Buria and seconded by Anderson to authorize B.G.'s Bar & Grill to serve alcohol at the Brian Ellis wedding on September 11, 2021 to be held at the Mountain Iron Community Center. The motion carried with Councilor Skogman and Councilor Prebeg absent.

It was moved by Roskoski and seconded by Buria to reluctantly accept the retirement of Dennis Riccio, effective October 8, 2021. The motion carried with Councilor Skogman and Councilor Prebeg absent.

It was moved by Buria and seconded by Roskoski to approve the upgrade order from Schindler Elevator Corporation for the amount of \$17,146, plus applicable taxes at the Mountain Iron Library. The motion carried with Councilor Skogman and Councilor Prebeg absent.

Announcements:

- Congratulations to the winners of the 2021 Merritt Day's Car Show
- Congratulations to the winners of the 2021 Merritt Day's Treasure Hunt

At 7:18p.m., it was moved by Buria and seconded by Anderson that the meeting be adjourned. The motion carried (2:1) with Councilor Roskoski objecting and Councilor Skogman and Councilor Prebeg absent.

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Communications:

1. Minnesota Power is expanding homegrown solar energy on the Iron Range, building an approximately 5-megawatt solar array in Mountain Iron to deliver solar renewable solar power to municipal customers.
2. "Great River Energy Mesabi Trail Tour Series," hosted by Club Mesabi will be a series of smaller tours, with about 200 riders, on September 18th.

Distribution Summary

Category	Distribution	GL Account	Amount
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	148.71
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	4,480.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	101-20803	132.60
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	330.52
METER DEPOSITS	ELECTRIC	604-22000	450.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	20.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	56,011.11
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	230-31-1010-000	76.80
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	1,679.85
MISCELLANEOUS	FAX CHARGES	101-36-6200-081	1.55
MISCELLANEOUS	FIRE DEPT-MISC INCOME	101-36-6200-087	1,610.00
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	.51
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	101-21710	328.94
PERMITS	BUILDING	101-32-2100-000	2,770.37
PERMITS	VENDOR	101-32-2100-000	50.00
UTILITY	UTILITY	001-11105	155,193.71
Grand Totals:			<u>223,284.67</u>

Report Criteria:

Report type: Summary
 Check.Type = {<-} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/21	09/09/2021	156526	10070	A-1 RENTAL SERVICES INC	101-20200	1,675.00
09/21	09/09/2021	156527	10012	ABE ENVIRONMENTAL SYSTEMS, INC	101-20200	4,259.86
09/21	09/09/2021	156528	10072	AMERICAN SOCIETY FOR	101-20200	130.00
09/21	09/09/2021	156529	20022	BENCHMARK ENGINEERING INC	601-20200	3,400.00
09/21	09/09/2021	156530	20040	BRAUN INTERTEC CORPORATION	301-20200	1,692.41
09/21	09/09/2021	156531	1501	BRENDA VERSICH	604-20200	350.00
09/21	09/09/2021	156532	30055	BTAC ACQUISITION CORP.	101-20200	1,082.66
09/21	09/09/2021	156533	30097	C. EMERY NELSON, INC.	602-20200	583.74
09/21	09/09/2021	156534	30018	CITY OF CHISHOLM	603-20200	3,390.00
09/21	09/09/2021	156535	30024	COALITION OF GREATER MN CITIES	101-20200	6,182.00
09/21	09/09/2021	156536	30072	COMPUTER WORLD	101-20200	2,417.00
09/21	09/09/2021	156537	230021	CRAIG J WAINIO	101-20200	273.28
09/21	09/09/2021	156538	40060	DELTA DENTAL OF MINNESOTA	101-20200	1,932.55
09/21	09/09/2021	156539	40063	DEPARTMENT OF COMMERCE	604-20200	94.00
09/21	09/09/2021	156540	60029	FERGUSON ENTERPRISES INC	101-20200	588.28
09/21	09/09/2021	156541	60035	FINE EDGE CUSTOM FRAMING	101-20200	629.25
09/21	09/09/2021	156542	60006	FISHER PRINTING COMPANY	101-20200	285.00
09/21	09/09/2021	156543	70016	GOPHER STATE ONE CALL INC	604-20200	105.30
09/21	09/09/2021	156544	70043	GRAPH-X BY MARK	101-20200	60.00
09/21	09/09/2021	156545	80022	HAWKINS INC	601-20200	1,098.99
09/21	09/09/2021	156546	80002	HEISEL BROTHERS, INC.	101-20200	1,795.00
09/21	09/09/2021	156547	80037	HOMETOWN MEDIA PARTNERS	101-20200	1,049.00
09/21	09/09/2021	156548	1364	JAMES JOHNSON	101-20200	66.23
09/21	09/09/2021	156549	120013	L & L RENTALS INC	602-20200	115.00
09/21	09/09/2021	156550	120032	LAKE COUNTRY POWER	101-20200	201.00
09/21	09/09/2021	156551	14007	LAURA ANDERSON	101-20200	133.34
09/21	09/09/2021	156552	120002	LAWSON PRODUCTS INC	602-20200	882.72
09/21	09/09/2021	156553	120005	LEAGUE OF MN CITIES INS TRUST	101-20200	500.00
09/21	09/09/2021	156554	1365	LYLE BERG	101-20200	165.56
09/21	09/09/2021	156555	130032	MAGNEY CONSTRUCTION, INC.	601-20200	228,725.78
09/21	09/09/2021	156556	130059	MCGRANN SHEA CARNIVAL STRAUGHN	604-20200	3,690.38
09/21	09/09/2021	156557	130006	MESABI HUMANE SOCIETY	101-20200	1,791.67
09/21	09/09/2021	156558	130004	MESABI TRIBUNE	101-20200	640.35
09/21	09/09/2021	156559	130194	MID-STATE TRUCK SERVICE INC.	101-20200	766.58
09/21	09/09/2021	156560	110035	MIDWEST COMMUNICATIONS	101-20200	1,170.00
09/21	09/09/2021	156561	130014	MINNESOTA BUREAU OF CRIMINAL	101-20200	15.00
09/21	09/09/2021	156562	130039	MINNESOTA DEPT OF COMMERCE	604-20200	544.50
09/21	09/09/2021	156563	140026	MINNESOTA ENERGY RESOURCES	602-20200	69.71
09/21	09/09/2021	156564	130009	MINNESOTA POWER (ALLETE INC)	604-20200	2,537.22
09/21	09/09/2021	156565	130016	MODERN MARKETING	101-20200	348.12
09/21	09/09/2021	156566	130165	MOUNTAIN IRON MERRITT DAYS	101-20200	2,670.00
09/21	09/09/2021	156567	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	15,451.87
09/21	09/09/2021	156568	30001	NAPAAUTO PARTS	101-20200	12.18
09/21	09/09/2021	156569	140004	NORTHERN ENGINE & SUPPLY INC	101-20200	268.00
09/21	09/09/2021	156570	140005	NORTHERN FITNESS GROUP	101-20200	208.08
09/21	09/09/2021	156571	140043	NORTHLAND AUTO SERVICE	101-20200	211.60
09/21	09/09/2021	156572	150002	OLD HICKORY BUILDINGS LLC	602-20200	2,798.38
09/21	09/09/2021	156573	160066	PACE ANALYTICAL SERVICES, LLC	602-20200	721.00
09/21	09/09/2021	156574	130017	PARK STATE BANK	602-20200	862.65
09/21	09/09/2021	156575	1502	PATSY KINGSLEY	604-20200	161.94
09/21	09/09/2021	156576	160023	POHAKI LUMBER	602-20200	8.28
09/21	09/09/2021	156577	170007	QUILL CORPORATION	603-20200	92.76
09/21	09/09/2021	156578	180008	RADKO IRON & SUPPLY INC	601-20200	91.32

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/21	09/09/2021	156579	180032	RANGE RUNNERS RUNNING CLUB	101-20200	127.89
09/21	09/09/2021	156580	190010	SEPPI BROTHERS	602-20200	365.30
09/21	09/09/2021	156581	190045	SERVICE SOLUTIONS	101-20200	23.00
09/21	09/09/2021	156582	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
09/21	09/09/2021	156583	190062	STEVENS WELDING & FABRICATING LLC	603-20200	3,740.00
09/21	09/09/2021	156584	5007	SUN LIFE FINANCIAL	602-20200	846.16
09/21	09/09/2021	156585	190007	SURFACE PRO LLC: LEAD CENTRIC	301-20200	15,600.00
09/21	09/09/2021	156586	200003	TACONITE TIRE SERVICE	101-20200	55.35
09/21	09/09/2021	156587	180026	TIMOTHY D BROOKS	101-20200	2,726.73
09/21	09/09/2021	156588	14003	TYLER NYGAARD	101-20200	61.00
09/21	09/09/2021	156589	80053	TYREL HEBL	602-20200	132.23
09/21	09/09/2021	156590	30083	UTILITY LOGIC	602-20200	94.96
09/21	09/09/2021	156591	220025	VERIZON WIRELESS	602-20200	18.40
09/21	09/09/2021	156592	220014	VIKING INDUSTRIAL NORTH	602-20200	274.63
09/21	09/09/2021	156593	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	74,633.24
09/21	09/09/2021	156594	220013	VOL. FIREFIGHTERS' BENEFIT	101-20200	296.00
09/21	09/09/2021	156595	240001	XEROX CORPORATION	101-20200	76.99
09/21	09/09/2021	156596	120006	L & M SUPPLY	101-20200	2,700.86
Grand Totals:						443,267.28
PP-Ending 08/20						\$128,024.84
TOTAL EXPENDITURES						\$571,292.12

Energy Assistance Program

Agreement Between Energy Vendor and Service Provider

(Energy supplier) at (address), and successor home energy providers, hereafter referred to as “the energy vendor”, hereby agrees to cooperate with (local EAP Service Provider) hereafter referred to as “the Service Provider”, and the Minnesota Department of Commerce (COMM), Energy Assistance Programs, hereafter referred to as “the State” to deliver the Minnesota Energy Assistance Program for Federal Fiscal Year 2022 (FFY22), October 1, 2021 through September 30, 2022.

I. The energy vendor and the Service Provider will:

1. Follow Energy Assistance Program (EAP) policies and procedures in the *EAP Policy Manual* (in particular Chapter 16).
2. Maintain accurate client and consumption information.
3. Comply with the Minn. Government Data Practices Act (MGDPA), Minn. Stat. Ch. 13, as it applies to all data provided by the energy vendor, the State, or its contractors under this agreement and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the energy vendor or the Service Provider, in performing the duties under this agreement. To administer this program, the energy vendor and the service provider utilize a secure database with private information on individuals protected under the MGDPA. The energy vendor and Service Provider agree to not release any private data, including from the database, to any third party without written authorization from the subject of the data. By signing the application, applicants consent to the use of their private information for purposes of this agreement.
4. Use information obtained from energy vendor, the State, or its contractors for the sole purpose of performing responsibilities and duties for energy programs run by the State. Further, Service Provider and energy vendor shall implement and maintain appropriate and reasonable administrative, technical and physical safeguards to protect such information from accidental or unauthorized access, use, disclosure, and loss or destruction.
5. Negotiate for continuation or reconnection of service to households determined eligible for EAP benefits.
6. Establish a dispute resolution process to resolve issues arising during the term of this agreement.
7. Collaborate and do everything possible to ensure the customer has continuous access to home heating.
8. Minimize the risks of a customer’s home energy crisis through the use of the EAP benefits.
9. Encourage regular payments from the household.
10. Collaborate to reduce home energy costs.
11. Work together to ensure EAP payments are appropriately applied to accounts and used for EAP services as designated by the Service Provider.

II. The Service Provider will:

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

III. The energy vendor will:

1. Ensure EAP eligible households are not treated adversely compared to other households. Oil and propane dealers are required to comply with the Discrimination Prohibition in Minn. Stat. §325E.027. In addition, propane dealers are required to comply with the following: Price and Fee Disclosure, Budget Payment Plan, Propane Purchase Contracts, and Terms of Sale in Minn. Stat. §§216B.0992 - .0995. This includes making available the cash price or other applicable discount programs to EAP households.
2. Supply account number format to the Service Provider.

Energy Assistance Program

3. Upon request, provide a written price list of normal & customary services for home energy costs including but not limited to:
 - Leak seek and pressure tests
 - Bleeding lines
 - Tank setting
 - Service deposits
 - Reconnection fees
 - Membership fees
 - Minimum delivery requirements and costs
 - Emergency fuel and after hours delivery costs
4. When possible deliver remaining EAP benefit before September 30, 2022.
5. Timely provide at the request of the customer, the Service Provider or the State, information on applicant households' home energy costs, dwelling consumption data, delivery dates, bill payment history, arrearage history or post-delivery information. This information will be provided in the format requested.
6. Provide dwelling consumption data within 5 business days of the request in eHEAT.
7. Respond promptly to consumption requests for crisis situations.
8. Register with the State to receive EAP payments.
9. Use the warrant or EFT date as the EAP payment date.
10. Apply all EAP payments to the households account within 5 business days of receipt of payment.
11. Apply EAP payments to the household's energy costs before applying other energy payments.
12. Accept all customer payments.
13. Use EAP funds to pay for home energy costs, including fuel and other routine and required services as designated by the Service Provider. Expenses such as service contracts, water, sewer, garbage, cable, internet, telephone, gasoline, machine parts, engine oil, etc. cannot be paid with EAP funds.
14. Continue service, reconnect or deliver fuel to households as negotiated by the Service Provider on behalf of the household.
15. When addressing household energy emergencies, when possible, accept eHEAT payment status of "Payable" for payment. When eHEAT is not available, accept early notification authorization by telephone, fax or electronic communication for delivery of fuel, continuation or reconnection of connected utilities, or service deposits, and removal from load limiters.
16. Accept a household application status in eHEAT of "approved" as income eligibility validation for EAP.
17. Report dangerous heating or fuel delivery situations for EAP households to the Service Provider.
18. Process and refund to the State any refunds requested by the Service Provider within 10 business days.
19. Process and refund to the State all credits attributable to EAP payments remaining on a customer's account within 10 business days after a client ceases to be a customer.
20. Notify the Service Provider or State if there is reason to believe EAP funds have been misused as described in the EAP Policy Manual.
21. Allow the Service Provider or State access to fiscal records of EAP transactions for audit purposes for period of three (3) years after payment.
22. Complete and return the *Vendor Monitoring Report* and the *EAP Leveraging Report*, when requested.
23. Use eHEAT when possible to administer EAP program business, including but not limited to:
 - Providing consumption
 - Maintaining energy vendor account numbers
 - Monitoring eligibility and payments
 - Recording refunds
24. Implement and maintain eHEAT database security policies by:
 - Limiting access to authorized personnel only
 - Ensuring each user is assigned a unique user ID
 - Ensuring email addresses associated with each user ID are current
 - Deactivating users immediately upon termination of their role in the service delivery of EAP
 - Deactivating users who are on a temporary leave of absence, extended vacation, etc.

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

Mountain Iron Public Library

Monthly Report

August 2021

Circulation

Items checked out: 1,852 Items checked in: 1,794

Total Circulation of materials in August: 3,646

Attendance:

Adults: 313 Youth: 191 Patrons in August: 504

Special Events/Programs held: 4 (118 participants)

Reference Desk visits (email, phone, and messenger): 231 Computer Use Sessions: 55

UWNEMN Meet Up & Chow Down: 276 lunches

Total Library usage: 622 persons

Events and Activities at the library in August:

August 2nd & 16th: City Council Meetings (Anna)

August 10th & 24th: Story Strolls (9 participants)

August 11th: Tie-Dye Day (73 participants)

August 11th: Iron Range Tykes Library Visit (Anna)

August 14th: Library Open House (36 participants)

August 17th: ALS Training (Julie)

August 25th: ALS Meeting (Julie)

August 31st: ALS Training (Ben)



CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING
MINING • LAND SURVEYING • LAND DATA BASE MAPPING

8878 Main Street • P.O. Box 261
Mt. Iron, MN 55768-0261
tel: 218-735-8914 • fax: 218-735-8923
email: info@bm-eng.com

September 14, 2021

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

Re: Proposed Well #3
City of Mountain Iron
Project No.: MI15-08
Bid Package #3

Dear Mr. Wainio;

Enclosed please find **Change Order No. 1** for the Proposed Well #3 project. This Change Order increases the contract amount by **\$44,197.00**. This change order also extends the completion date to December 15, 2021 for Bid Package #3.

If approved please sign the change order and return to my office.

Also, see the letter enclosed from Bougalis Inc. summarizing the cost changes.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,
Benchmark Engineering, Inc.



Alan J. Johnson, P.E.

Project Engineer
Enclosure

Pc: Nick Bougalis, Bougalis Inc.

CHANGE ORDER

Order No. 1

Date: 9/14/21

NAME OF PROJECT/PROJECT NO: Proposed Well 3/MI15-08
OWNER: City of Mountain Iron
CONTRACTOR: Bougalis Inc.,
800 Greyhound Blvd, Hibbing, MN 55746
ENGINEER: Benchmark Engineering, Inc.

Reason for Change Order:

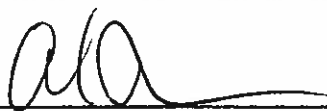
This Change Order is compensate the contractor for the rising cost of materials. The materials order was placed on hold once the initial well location was unsuccessful. The materials are now back ordered and may parts have experienced price hikes since the bids were taken due to shortages and increased demands. This change order compensates the contractor the additional materials costs. This change order also extends the completion date until December 15, 2021.

The following changes are hereby made to the CONTRACT DOCUMENTS:

The contract amount is increased by \$44,197.00.

Change to CONTRACT PRICE:

Original CONTRACT PRICE	\$ <u>297,000.00</u>
Current CONTRACT PRICE adjusted by previous CHANGE ORDERS	\$ <u>0.00</u>
The CONTRACT PRICE due to this CHANGE ORDER will be <u>increased</u> by:	\$ <u>44,197.00</u>
The new CONTRACT PRICE including this CHANGE ORDER will be:	\$ <u>341,197.00</u>

Recommended by:  9-14-21
Engineer (Authorized Signature) Date:
Approved by: _____ Date:
Owner (Authorized Signature)
Accepted by: _____ Date:
Contractor (Authorized Signature)



September 7, 2021

Alan Johnson
Benchmark Engineering
Mt. Iron, MN

RE: Mt. Iron Municipal Water Main Project

Because of the delay in being able to order materials to construct this project, the cost of the components have increased beyond what we are able to absorb. I have attached some supporting documentation regarding the increases. There is a 5 – 6 week lead time for the concrete structures and the hdpe pipe. Please advise as to whether we are on track so that I can place the order.

Summary of the cost increase that we are looking for a change order for is as follows:

Ferguson Water Works		True North Insulation Spray foam Quote
09/07/2021 Pricing	\$92,475.31 /w tax	\$1,500
11/20/2020 Pricing	<u>\$61,487.83 /w tax</u>	\$ 900
Difference	\$30,987.48	\$ 600

Concrete Structures – Forterra		Keller Fence
09/07/2021 Pricing	\$15,521.00 /w tax	\$14,510
11/20/2020 Pricing	<u>\$12,727.00 /w tax</u>	\$11,070
Difference	\$2,794.00	\$3,440

Manhole Castings – Ess Brothers		Range Landscape
09/07/2021 Pricing	\$5,154.00 / w tax	\$14,950
11/20/2020 Pricing	<u>\$3,946.04 / w tax</u>	\$13,800
Difference	\$1,208.00	\$1,150

All suppliers Total Difference \$40,179

Add 10% markup \$4,018

Grand Total change order request \$44,197

Nick Bougalis
m: (218) 969-7424
e: nick@bougalisinc.com

CITY OF MOUNTAIN IRON

CONDITIONAL USE PERMIT **VARIANCE APPLICATION**

Name of Owner: Loratta Sanders Signature of Owner: [Signature]
 Address: 5228 Mineral Ave. Mt. Iron Date: 7-29-21

Legal Description:
 Sec/Lot 0008 Twp/Block 024 Rge/Subd _____ Parcel Code: 175-0030-00040

Merritts 1st Addition

Description of Proposed Use for CONDITIONAL USE PERMIT: Container for shed

Statement as to why proposed use will not cause injury to value of adjoining property.
Its a brand new steel box - will last forever!

Statement as to how proposed use is to be designed, arranged, and operated in order to permit development and use of neighboring property. It can be moved out - Should this neighborhood ever grow.

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

Statement addressing condition of "undue hardship" for which VARIANCE is requested.
I'm not allowed to build a permanent structure

*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</u>	<u>07/30</u>	<u>ASB</u>
Zoning Administrator Review	<u>reviewed</u>	<u>07/30</u>	<u>ASB</u>
Public Hearing Set	<u>date set for 08/23</u>	<u>07/30</u>	<u>ASB</u>
Hearing Notice Published			
Planning & Zoning Recommendation (Board of Adjustment and Appeals Rec.)			
City Council Action			
Filed with County Recorder			

Conditions Attached _____



CITY OF MOUNTAIN IRON

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NOTICE OF PUBLIC HEARING

The Planning and Zoning Commission of the City of Mountain Iron will hold a public hearing on Monday, August 23, 2021 at 6:35 p.m. in the Mountain Iron Room of the Mountain Iron Community Center.

The purpose of the public hearing is to consider a request made by Loretta Sanders, for a Conditional Use (CUP) permit. The CUP is for the use of shipping containers to be used as an accessory structure. The property is legally described as follows:

Parcel Code: 175-0030-00040

LEGAL DESCRIPTION: PLAT NAME: MERRITTS 1ST ADDITION TO MOUNTAIN IRON; LOT 0008; BLOCK 024; DESCRIPTION: LOT: 0008 BLOCK: 024

Address: 5728 Mineral Avenue, Mountain Iron, MN 55768

The public can present its opinions at the public hearing or by letter addressed to the Zoning Administrator, City of Mountain Iron, City Hall, 8586 Enterprise Drive South, Mountain Iron, MN 55768-8260.

By Order of the Planning and Zoning Commission
Jerry D. Kujala
Zoning Administrator
www.mtniron.com

COUNCIL LETTER 092021-VIIA

ADMINISTRATION

2022 BUDGET

DATE: September 16, 2021

FROM: Craig J. Wainio
City Administrator

Enclosed in you packet you will find a preliminary draft of the 2022 Budget. At this meeting the City Council needs to set the proposed levy for 2022. The budget and adjoining Resolution show a three percent increase in the levy from 2021, the increase also reflects an increase of \$39,549, Staff is proposing this increase in order to offset increases in health insurance premiums wages, operational costs and upcoming projects.

Resolution Number 16-21 sets the EDA levy for 2022. This Resolution reflects a levy of the same amount as last year which generates approximately \$12,000 for the EDA. It is recommended that the City Council adopt Resolution Number 16-21 as presented.

Resolution Number 17-21 adopts the preliminary levy amount that must be certified to the County by September 30th. This Resolution is presented with the increase in the levy as outlined above over last year. It is recommended that the City Council adopt Resolution Number 17-21.

**BUDGET SUMMARY
CITY OF MOUNTAIN IRON
EXPENDITURES**

DEPARTMENT	2021	2022	Difference	Percent
City Council	\$ 25,000.00	\$ 25,000.00	-	0.0%
Administration	\$ 595,000.00	\$ 595,000.00	-	0.0%
Election	-	\$ 5,000.00	5,000.00	100.0%
Assessing	-	-	-	0.0%
Planning & Zoning	\$ 34,000.00	\$ 34,000.00	-	0.0%
Sheriffs	\$ 545,000.00	\$ 545,000.00	-	0.0%
Fire Protection	\$ 139,000.00	\$ 139,000.00	-	0.0%
Emergency Management	\$ 6,000.00	\$ 6,000.00	-	0.0%
Animal Control	\$ 25,500.00	\$ 25,500.00	-	0.0%
Streets	\$ 845,000.00	\$ 845,000.00	-	0.0%
Buildings	\$ 232,000.00	\$ 232,000.00	-	0.0%
Campground	\$ 79,000.00	\$ 79,000.00	-	0.0%
Recreation	\$ 244,000.00	\$ 244,000.00	-	0.0%
Government	\$ 540,600.00	\$ 540,600.00	-	0.0%
Library	\$ 190,000.00	\$ 190,000.00	-	0.0%
Transfers	\$ 467,014.00	\$ 518,271.00	51,257.00	11.0%
Total	\$ 3,967,114.00	\$ 4,023,371.00	\$ 56,257.00	1.4%

**BUDGET SUMMARY
CITY OF MOUNTAIN IRON
REVENUE**

GENERAL REVENUE	2021	2022	Difference	Percent
Lic. & Permits	\$ 27,000.00	\$ 27,000.00	\$ -	0.0%
Charges for Service	\$ 70,000.00	\$ 70,000.00	\$ -	0.0%
Fines	\$ 12,000.00	\$ 12,000.00	\$ -	0.0%
Interest	\$ 13,000.00	\$ 13,000.00	\$ -	0.0%
Refunds	\$ 75,000.00	\$ 75,000.00	\$ -	0.0%
General	\$ 2,000.00	\$ 2,000.00	\$ -	0.0%
Subtotal	\$ 199,000.00	\$ 199,000.00	\$ -	0.0%

INTERGOVERNMENTAL REVENUE

Local Government Aid	\$ 1,400,097.00	\$ 1,416,805.00	\$ 16,708.00	1.2%
Taconite Production Tax	\$ 550,000.00	\$ 550,000.00	\$ -	0.0%
Taconite Municipal Aid	\$ 330,000.00	\$ 330,000.00	\$ -	0.0%
Mining Effects Tax	\$ 107,717.00	\$ 107,717.00	\$ -	0.0%
Other	\$ 20,000.00	\$ 20,000.00	\$ -	0.0%
Subtotal	\$ 2,407,814.00	\$ 2,424,522.00	\$ 16,708.00	0.7%

TAXES

Tax Levy	\$ 1,318,300.00	\$ 1,357,849.00	\$ 39,549.00	3.0%
Market Rate Levy	\$ -	\$ -	\$ -	-
Misc. Taxes	\$ 20,000.00	\$ 20,000.00	\$ -	0.0%
Franchise	\$ 22,000.00	\$ 22,000.00	\$ -	0.0%
Subtotal	\$ 1,360,300.00	\$ 1,399,849.00	\$ 39,549.00	2.9%

Total	\$ 3,967,114.00	\$ 4,023,371.00	\$ 56,257.00	1.4%
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**BUDGET SUMMARY
CITY OF MOUNTAIN IRON**

EXPENDITURES	2021	2022	Difference	Percent
Administration	\$ 654,000.00	\$ 659,000.00	\$ 5,000.00	0.8%
Public Safety	\$ 715,500.00	\$ 715,500.00	-	0.0%
Public Works	\$ 1,077,000.00	\$ 1,077,000.00	-	0.0%
Culture and Rec	\$ 513,000.00	\$ 513,000.00	-	0.0%
General Government	\$ 1,007,614.00	\$ 1,058,871.00	\$ 51,257.00	5.1%
TOTAL	\$ 3,967,114.00	\$ 4,023,371.00	\$ 56,257.00	1.4%

REVENUE	2021	2022	Difference	Percent
Taxes	\$ 42,000.00	\$ 42,000.00	-	0.0%
Intergovernmental Aid	\$ 2,407,814.00	\$ 2,424,522.00	\$ 16,708.00	0.7%
General Revenue	\$ 199,000.00	\$ 199,000.00	-	0.0%
TOTAL	\$ 2,648,814.00	\$ 2,665,522.00	\$ 16,708.00	0.6%

GENERAL LEVY \$ 1,318,300.00 \$ 1,357,849.00 \$ 39,549.00 3.0%



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RESOLUTION NUMBER 16-21

CONCERNING THE 2022 ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY

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

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

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

DULY ADOPTED BY THE CITY COUNCIL THIS 20th DAY OF SEPTEMBER, 2021.

Mayor Peggy Anderson

ATTEST:

City Administrator



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 17-21

APPROVING PROPOSED 2021 TAX LEVY, COLLECTABLE 2022

BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following sums of money be levied for the current year, collectable in 2022, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL PROPOSED LEVY	\$1,357,849
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The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 20th DAY OF SEPTEMBER, 2021.

Mayor Peggy Anderson

ATTEST:

City Administrator



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7513 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization: Somptimist of Virginia Date organized: 1/26/1956 Tax exempt number: 41-6040928

Address: P.O. Box 389 City: Virginia State: Minnesota Zip Code: 55792

Name of person making application: Shirley Lenci Business phone: cell Home phone: 780-3608

Date(s) of event: October 20, 2021

Type of organization: Microdistillery Small Brewer
 Club Charitable Religious Other non-profit

Organization officer's name: Susan Beck City: Virginia State: Minnesota Zip Code: 55792

Organization officer's name: Chicky Mesich City: Mt. Iron State: Minnesota Zip Code: 55768

Organization officer's name: Shirley Lenci City: Virginia State: Minnesota Zip Code: 55792

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

Cinema-6 - 8926 Enterprise Dr. So. Mt. Iron MN 55768

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

NO

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

yes - Pacific Ag Insurance

APPROVAL

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

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

Signature City Clerk or County Official

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

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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