



MOUNTAIN IRON CITY COUNCIL MEETING

MONDAY, JUNE 20, 2022

6:30 P.M.

MOUNTAIN IRON COMMUNITY CENTER

MOUNTAIN IRON ROOM

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, JUNE 20, 2022 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Pledge of Allegiance
- III. Consent Agenda
 - A. Minutes of the June 6, 2022, Regular Meeting (#1-8)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications
- IV. Public Forum
- V. Committee and Staff Reports
 - A. Mayor's Report
 - 1. Board Appointments (#9)
 - B. City Administrator's Report
 - C. Director of Public Works' Report
 - D. Library Director/Special Events Coordinator's Report (#10)
 - 1. Lost Item Fees (#11-12)
 - E. Sheriff's Department Report
 - F. City Attorney's Report
 - G. City Engineer's Report
 - H. Fire Department's Report
 - 1. Hire Firefighter (#13)
 - I. Liaison Reports
- VI. Unfinished Business
- VII. New Business
 - A. Reschedule Next Meeting – July 4th Holiday
- VIII. Communications (#14)
- IX. Announcements
- X. Adjourn

Page Number in Packet
*Enclosed

MINUTES
MOUNTAIN IRON CITY COUNCIL
June 6, 2022

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Ed Roskoski, Joe Prebeg Jr., Julie Buria and Mayor Peggy Anderson. Also present were: Craig Wainio, City Administrator; Tim Satrang, Public Works Director; Amanda Inmon, Municipal Services Secretary; Al Johnson, City Engineer; and Grant Toma, 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 May 16, 2022 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 May 16-31, totaling \$1,371,328.61 (a list is attached and made a part of these minutes),
4. To authorize the payments of the bills and payroll for the period May 16-31, totaling \$386,176.06 (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:

- Great job to the City Crew on street cleanup

City Administrator:

- No formal report

It was moved by Prebeg and seconded by Buria to hire the following as summer temporary employees:

Public Works:

Nolan Dunn

Beau Tapio

Coaches:

Anna Beadette

Nicole Nygard

Julia Lindseth

The motion carried.

Director of Public Works:

- Significant rain storm recently, 3 employees, as well as myself, worked throughout the night, continuously checking lift stations , big thank you to Ty Hebl, Brad Bennett & Mike Dundas
- Culver issue at Oriole Avenue in Parkville, recently replaced
- Large trash started today – running from Monday, June 6th – Friday, June 17th
- Finishing up pothole repairs as well as street sweeping

It was moved by Anderson and seconded by Prebeg to table the recommendation by the Library Board to allow Library Staff to participate in the “Fresh Start Summer,” program. The motion carried.

Sheriff's Department:

- No formal report
- Reaching out to Schools, going to evaluate safety measures

City Engineer:

- No formal report

It was moved by Buria and seconded by Prebeg to approve Change Order No. 2 – for the Proposed Well #3 project, with an increase of \$10,299.00 for TNT Construction Group, Grand Rapids, MN. The motion carried on roll call vote (4:0).

Liaison report:

- Councilor Roskoski commented on the work which was recently done on Highway 7

It was moved by Roskoski and seconded by Prebeg to send Thank you letters from the Mountain Iron City Council to St. Louis County Commissioner Nelson and to the St. Louis County Highway Dept. for the fine maintenance work recently completed on Highway 7. The motion carried.

It was moved by Buria and seconded by Roskoski to approve Resolution #07-22; Authorizing the City of Mountain Iron to Make an Application and Accept Funds from the Community Infrastructure Grant Program from The Department of the IRRR (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Prebeg and seconded by Buria to approve Resolution #08-22; Receiving Report and Calling Hearing on Street Improvement to Second Street between 16th Avenue and Highway 53 by road construction, alignment, and drainage improvements (a copy is attached and made a part of these minutes). The motion carried (Yes: Anderson, Prebeg, Buria; No: Roskoski).

Announcements:

- Merritt Days Committee meeting
 - Tuesday, June 14th @ 6:00p.m. at MIB High school commons area (use door #4)
 - Merritt Days Celebration days Wednesday, August 10th – Saturday, August 13th

At 6:52p.m., it was moved by Buria and seconded by Roskoski that the meeting be adjourned. The motion carried.

Submitted by:

A handwritten signature in black ink, appearing to read 'Amanda', with a large, stylized initial 'A'.

Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	600.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	725.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	199.86
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	6,030.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP	101-20803	175.80
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR	101-20800	444.89
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	604-37-4100-000	6.56
CHARGE FOR SERVICES	REFUSE REMOVAL-CHG FOR SERVICE	603-34-4400-003	880.00
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	601-36-1001-000	10.00
LICENSES	ANIMAL	101-32-2100-000	30.00
METER DEPOSITS	ELECTRIC	604-22000	650.00
METER DEPOSITS	WATER	601-22000	40.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	10.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	1,316.77
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	230-31-1010-000	114.50
MISCELLANEOUS	DUE TO MTN IRON EDA	101-20802	1,178,860.00
MISCELLANEOUS	FAX CHARGES	101-36-6200-061	2.12
MISCELLANEOUS	FILING FEES	101-36-6200-061	10.00
MISCELLANEOUS	MISC. - GENERAL	101-37-7100-023	3.44
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	101-36-6200-090	540.00
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	15,287.22
PERMITS	BUILDING	101-32-2100-000	144.28
UTILITY	UTILITY	001-11105	165,248.17
Grand Totals:			<u>1,371,328.61</u>

Report Criteria:

Report type: Summary

Check Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/22	06/08/2022	157651	10070	A-1 RENTAL SERVICES INC	101-20200	1,136.00
06/22	06/08/2022	157652	10068	ADVANCED OPTICAL	101-20200	400.00
06/22	06/08/2022	157653	10055	ALTEC INDUSTRIES INC	604-20200	1,164.99
06/22	06/08/2022	157654	10075	ARAMARK UNIFORM SERVICES	602-20200	144.35
06/22	06/08/2022	157655	10042	AUTO VALUE VIRGINIA	101-20200	7.70
06/22	06/08/2022	157656	20009	BARBER GRAPHICS	101-20200	3,673.30
06/22	06/08/2022	157657	20022	BENCHMARK ENGINEERING INC	101-20200	3,485.00
06/22	06/08/2022	157658	20043	BOBCAT OF DULUTH, INC.	101-20200	633.33
06/22	06/08/2022	157659	8051	CASSIE STEVENS	101-20200	25.00
06/22	06/08/2022	157660	30016	CHAMPION AUTO	604-20200	228.26
06/22	06/08/2022	157661	1374	CODY CASTLE	101-20200	198.68
06/22	06/08/2022	157662	30072	COMPUTER WORLD	101-20200	2,958.00
06/22	06/08/2022	157663	40033	DALE'S SNOWMOBILE & ATV REPAIR	603-20200	81.61
06/22	06/08/2022	157664	496	ELYSE SCHAEFBAUER	101-20200	44.15
06/22	06/08/2022	157665	50042	ESC SYSTEMS	602-20200	294.00
06/22	06/08/2022	157666	60029	FERGUSON ENTERPRISES INC	101-20200	3,867.33
06/22	06/08/2022	157667	50016	FIRST LINE APPARATUS TRAINING LLC	101-20200	400.00
06/22	06/08/2022	157668	60006	FISHER PRINTING COMPANY	101-20200	1,390.00
06/22	06/08/2022	157669	60003	FIVE SEASONS SPORTS CENTER	603-20200	38.98
06/22	06/08/2022	157670	70016	GOPHER STATE ONE CALL INC	604-20200	54.00
06/22	06/08/2022	157671	180026	GRAND FORKS FIRE EQUIPMENT LLC	101-20200	1,160.00
06/22	06/08/2022	157672	70029	GUARDIAN PEST CONTROL INC	101-20200	91.60
06/22	06/08/2022	157673	80022	HAWKINS INC	602-20200	2,393.24
06/22	06/08/2022	157674	80001	HILLYARD/HUTCHINSON	101-20200	284.80
06/22	06/08/2022	157675	80037	HOMETOWN MEDIA PARTNERS	101-20200	1,289.25
06/22	06/08/2022	157676	90026	INDUSTRIAL LUBRICANT COMPANY	602-20200	2,507.95
06/22	06/08/2022	157677	1373	JENNIFER KOEPKE	101-20200	33.11
06/22	06/08/2022	157678	654	KARIN ANDERSON	101-20200	1,000.00
06/22	06/08/2022	157679	120032	LAKE COUNTRY POWER	101-20200	211.50
06/22	06/08/2022	157680	120009	LAKEVILLE FASTPITCH SOFTBALL ASSOCIATION	101-20200	675.00
06/22	06/08/2022	157681	1376	LAURIE ROSE	101-20200	99.34
06/22	06/08/2022	157682	1311	LOIS SIMPSON	101-20200	99.34
06/22	06/08/2022	157683	130030	MACQUEEN EQUIPMENT	603-20200	1,241.70
06/22	06/08/2022	157684	130006	MESABI HUMANE SOCIETY	101-20200	1,916.67
06/22	06/08/2022	157685	130113	MIB SOFTBALL CLUB	101-20200	1,132.64
06/22	06/08/2022	157686	1375	MICHELLE HODGKINS	101-20200	99.34
06/22	06/08/2022	157687	130194	MID-STATE TRUCK SERVICE INC.	101-20200	1,293.20
06/22	06/08/2022	157688	110035	MIDWEST COMMUNICATIONS	101-20200	1,245.00
06/22	06/08/2022	157689	130133	MIDWEST PLAYSCAPES INC	301-20200	5,016.58
06/22	06/08/2022	157690	130044	MINNESOTA DEPT OF HEALTH	601-20200	2,272.00
06/22	06/08/2022	157691	130008	MINNESOTA MUNICIPAL UTILITIES	101-20200	600.00
06/22	06/08/2022	157692	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,609.98
06/22	06/08/2022	157693	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	464.17
06/22	06/08/2022	157694	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	19,975.65
06/22	06/08/2022	157695	130128	MTI DISTRIBUTING	101-20200	210.25
06/22	06/08/2022	157696	30001	NAPA AUTO PARTS	602-20200	893.01
06/22	06/08/2022	157697	140040	NEDLUND INDUSTRIES INC.	603-20200	6,536.35
06/22	06/08/2022	157698	1544	NORA SCHERF	604-20200	26.48
06/22	06/08/2022	157699	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	114,883.02
06/22	06/08/2022	157700	140004	NORTHERN ENGINE & SUPPLY INC	603-20200	51.32
06/22	06/08/2022	157701	140005	NORTHERN FITNESS GROUP	101-20200	256.63
06/22	06/08/2022	157702	140043	NORTHLAND AUTO SERVICE	101-20200	642.51
06/22	06/08/2022	157703	9039	NORTHLAND FIRE & SAFETY, INC	101-20200	344.60

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/22	06/08/2022	157704	130017	PARK STATE BANK	602-20200	615.55
06/22	06/08/2022	157705	9007	PEP'S BAKE SHOP	101-20200	54.00
06/22	06/08/2022	157706	160057	PHIL'S GARAGE DOOR SERVICE	602-20200	4,674.00
06/22	06/08/2022	157707	170007	QUILL CORPORATION	602-20200	674.68
06/22	06/08/2022	157708	180006	RMB ENVIRONMENTAL LABORATORIES	601-20200	538.00
06/22	06/08/2022	157709	190045	SERVICE SOLUTIONS	101-20200	27.00
06/22	06/08/2022	157710	943	SHIRLEY BOTHWELL	101-20200	200.00
06/22	06/08/2022	157711	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	45,833.33
06/22	06/08/2022	157712	5007	SUN LIFE FINANCIAL	602-20200	970.25
06/22	06/08/2022	157713	180023	TECH BYTES	603-20200	80.80
06/22	06/08/2022	157714	1372	TED ZOCCOLI	101-20200	132.45
06/22	06/08/2022	157715	80053	TYREL HEBL	601-20200	38.03
06/22	06/08/2022	157716	210001	UNITED ELECTRIC COMPANY	604-20200	637.02
06/22	06/08/2022	157717	220025	VERIZON WIRELESS	602-20200	17.12
06/22	06/08/2022	157718	220004	VIRGINIA DEPARTMENT OF PUBLIC	604-20200	12,521.97
06/22	06/08/2022	157719	230043	WISCONSIN CENTRAL	601-20200	157.93
06/22	06/08/2022	157720	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	7,081.25
06/22	06/08/2022	157721	240001	XEROX CORPORATION	101-20200	562.47

Grand Totals:

265,596.66

PP-Ending - 05/27

120,579.40

TOTAL EXPENDITURES**\$386,176.06**



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 07-22

AUTHORIZING THE CITY OF MOUNTAIN IRON TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE COMMUNITY INFRASTRUCTURE GRANT PROGRAM FROM THE DEPARTMENT OF IRRR

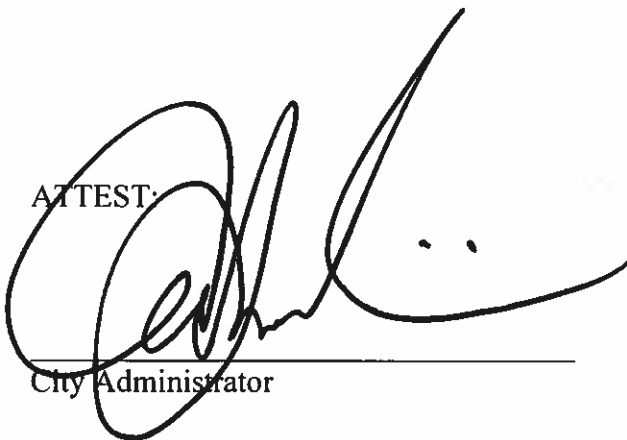
WHEREAS, the Mountain Iron City Council approves of the attached application for the Quad Cities Wastewater Collaboration project; and,

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 6th DAY OF JUNE, 2022.

ATTEST:



City Administrator

Mayor Peggy Anderson



CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 08-22

RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to Resolution Number 04-22 of the City Council adopted March 21, 2022, a report has been prepared by Benchmark Engineering with reference to the improvement of Second Street between 16th Avenue and Highway 53 by Road Reconstruction, Alignment and Drainage Improvements and this report was received by the City Council on June 6, 2022, and;

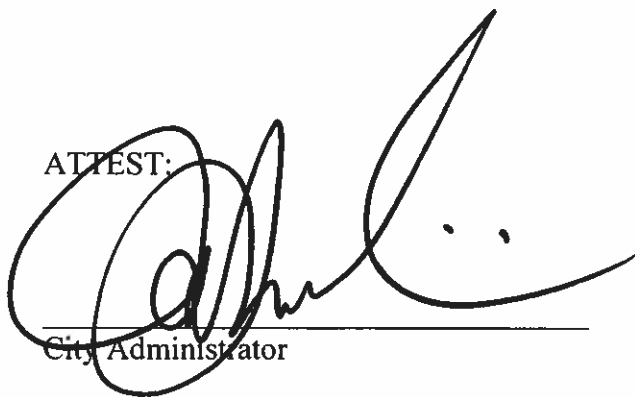
WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; and the estimated cost of the improvement as recommended.

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

1. The City Council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$200,000.
2. A public hearing shall be held on such proposed improvement on the 18th day of July, 2022, in the Mountain Iron Room of the Community Center at 6:30 p.m. and the City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

DULY ADOPTED BY THE CITY COUNCIL THIS 6th DAY OF JUNE, 2022.

ATTEST:



City Administrator

Mayor Peggy Anderson

COUNCIL LETTER 062022-VA1

MAYOR ANDERSON

APPOINTMENT

DATE: June 16, 2022

FROM: Mayor Anderson

Craig J. Wainio
City Administrator

Mayor Anderson recommends the approval of Mr. Alan Stanaway to serve on the Planning and Zoning Board and Mr. Brad Gustafson to serve on the Economic Development Authority Board.

Mountain Iron Public Library

Monthly Report

May 2022

Circulation

Items checked out: 1,597 Items checked in: 1,631

Total Circulation of materials in May: 3,228

Attendance:

Adults: 318 Youth: 125 Patrons in May: 443

Special Events/Programs held: 2 (72 participants)

Reference Desk visits (email, phone, and messenger): 280 Computer Use Sessions: 66

Total Library usage: 515

Events and Activities at the library in May:

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

May 2nd: Legacy Take & Make Project (30 participants)

May 5th: Take & Make Craft Kit (42 participants)

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

May 11th: Library Board Meeting (Anna)

May 17th: Friends of the Library Meeting (Anna)

May 23rd: Summer Reading Program School Distribution (Anna)

May 25th: ALS COMPASS Meeting (Anna)

COUNCIL LETTER 060622-VD1

LIBRARY BOARD

LOST ITEM FEES

DATE: June 1, 2022

FROM: Library Board

Anna Amundson
Library Director

Craig J. Wainio
City Administrator

It is unanimously recommended by the Library Board that Library staff participate in the FRESH START SUMMER program (see attached language from the Arrowhead Library System) and undertake the following:

- Review patron records and waive all previous LOST ITEM FEES. As library books are considered government property (local), staff is requesting that 317 items, totaling \$4,612.90 be waived.
- Review patron records and waive previous fines and fees if possible (from participating libraries) to get kids and families ready for summer reading. The Mountain Iron Public Library will remain a fine-free location.
- Library staff, in conjunction with the Library Board, will update the LOST ITEM policy and make recommendations to implement said policy by October 1, 2022.



ALS Early Literacy Initiative Sub-Committee **Fresh Start Summer Recommendations**

The Arrowhead Library System (ALS) Early Literacy Initiative Sub-Committee falls under the umbrella of the CLAS youth services group and will oversee the progress of early literacy programming and projects in the ALS region. Membership is representational from ALS member public libraries.

The sub-committee met on March 21, 2022, to discuss the possibility of promoting a region-wide initiative to help get kids and families fine-free and ready for summer reading and learning. After reviewing national and statewide trends regarding lost items and fine forgiveness, the sub-committee recognizes fines and fees are barriers to youth in our communities and, in order to help reduce barriers to library use and encourage life-long learning, the sub-committee makes the following recommendations to ALS member public libraries:

- May 16-31, 2022: For fine-free locations and others, review patron records and waive previous fines and fees if possible to get kids and families ready for summer reading.
- May 16-August 31, 2022: When youth ages 0-18 return lost items to the library, all attached fines and fees will be waived. No fees will be charged to youth ages 0-18 for replacement library cards.
- June 1-August 31, 2022: Offer Fresh Start Summer @ Your Library!
Fresh Start Summer is a way for kids and teens who have lost or damaged items to do some sort of activity in the library and/or at home and have the charge removed. We know that many kids and teens do not have the ability to pay off fees and this prevents the very kids who need the library most from using it. This program holds kids accountable for lost or damaged items while also giving them the opportunity to earn back their ability to check out items from the library. Each library will determine how the local program will tie into summer reading initiatives and how fines will be waived at the local level. ALS will create a press release listing the locations participating in the Fresh Start Summer program.

Members of the ALS Early Literacy Initiative Sub-Committee:

- Keiko Satomi, Cloquet Public Library
- Crystal Phillips, Cook Public Library
- Carmella Hatch, Steph Lorek and Sue Schumacher, Duluth Public Library
- Erika Ternes, Grand Marais Public Library
- Emily Ekstrand-Brummer & April Fountain, Hibbing Public Library
- Diane Adams, International Falls Public Library
- Stephanie Wichlacz, Virginia Public Library
- Mollie Stanford, Arrowhead Library System

COUNCIL LETTER 062022-VH1

FIRE DEPARTMENT

HIRING

DATE: June 16, 2022

FROM: Mark Madden
Fire Chief

Craig J. Wainio
City Administrator

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

Arren Schroyer



June 2, 2022

City of Mountain Iron
Attn: Administrator
8586 Enterprise Dr S
Mountain Iron MN 55768-8260

Dear Mayors and Administrators,

Greetings, and best wishes to all as we approach a much-welcomed summer season in Minnesota.

We are writing to let you know that at its May meeting, the League's Board of Directors approved a preliminary maximum dues schedule increase of 3.5 percent for the fiscal year (FY) 2022-2023 that runs from September 1, 2022, through August 31, 2023. Dues are used to support the League's mission which is to promote excellence in local government through effective advocacy, expert analysis, and trusted guidance for all Minnesota cities.

Setting the maximum dues schedule increase is similar to a city setting its preliminary levy increase, in that the final dues schedule increase to be approved by the League Board cannot exceed the preliminary approved increase. The Board will formally discuss and approve a final dues schedule increase along with the League's FY 2023 budget at its August meeting.

Feel free to contact David Unmacht at (651) 281-1205 or dunmacht@lmc.org with any questions or if you want additional information on the League's dues and budget.

Also, a reminder to please join us in Duluth June 22-24 for the League's Annual Conference for city officials. We are returning to an in-person format for this year's conference and have scheduled some outstanding presenters as well as excellent networking opportunities. To learn more and register, visit lmc.org/ac22.

The League staff takes seriously our responsibility to carefully manage member assets, and we thank you for your continued support of the work we do on your behalf.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Love".

D. Love
President

A handwritten signature in black ink, appearing to read "David Unmacht".

David Unmacht
Executive Director