



# **MOUNTAIN IRON CITY COUNCIL MEETING**

**TUESDAY, JANUARY 2, 2023**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER  
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
TUESDAY, JANUARY 2, 2024 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Pledge of Allegiance
- III. Consent Agenda
  - A. Minutes of the December 18, 2023, Regular Meeting (#1-9)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications
- IV. Public Forum
- V. Committee and Staff Reports
  - A. Mayor's Report
    - 1. Reorganization and Appointments (#10-15)
  - B. City Administrator's Report
  - C. Director of Public Work's Report
  - D. Library Director/Special Events Coordinator's Report
  - E. Sheriff's Department Report
  - F. City Engineer's Report
  - G. Fire Department's Report
  - H. Public Health and Safety Board
    - 1. Firefighter Equipment Policy (#16)
  - I. Liaison Reports
- VI. Unfinished Business
- VII. New Business
  - A. Reschedule January 15, 2024 City Council Meeting
- VIII. Communications (#17)
- IX. Announcements
- X. Adjourn

# Page Number in Packet  
\*Enclosed

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
December 18, 2023

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Ed Roskoski, Al Stanaway, Joe Prebeg Jr., Julie Buria, and Mayor Peggy Anderson. Also, present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Anna Amundson, Library Director/Special Events Coordinator; Amanda Inmon, Municipal Services Secretary; Al Johnson, City Engineering; SGT Grant Toma, Sheriff's Department and Mark Madden, Mountain Iron Fire Chief.

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

1. Approve the minutes of the December 4, 2023, regular meeting.
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 December 1-15, \$390,371.41 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period December 1-15, totaling \$198,554.98 (a list is attached and made a part of these minutes).

The motion carried (Yes: Stanaway, Prebeg, Buria, Anderson; No: Roskoski).

It was moved by Roskoski to amend the original motion to remove the Napa Auto Parts bills in the amount of \$541.00 and Taconite Tire bills in the amount of \$781.00 from the consent agenda for separate consideration. The motion failed due to lack of support.

Public Forum:

- No one spoke during the forum

The Mayor reported on the following:

- Thank you to the Fire Department for doing "Candy Canes with Santa," at the Community Center

City Administrator:

- No formal report

It was moved by Roskoski and seconded by Prebeg to approve the recommendation of the Parks & Recreation board to hire the following individuals to work as winter seasonal workers/rink attendants for the 2023-2024 season:

Jordan Rautio  
Jackson Dunn

Petyon Sanberg  
Blayne Wainio

Damian Tapio  
Connie Murphy

Landon Kniefel  
Luke Hecimovich

The motion carried.

It was moved by Prebeg and seconded by Buria to approve the 2023 Audit proposal from Walker, Giroux and Hahne, in the amount of \$28,350 for the Governmental Funds and \$12,050 for the Enterprise Funds. The motion carried on roll call vote.

Director of Public Works:

- Two recent incidents for which lineman have come in for accidents after hours

It was moved by Prebeg and seconded by Buria to approve the quote from Mesabi Sign Co. for the Water Treatment Facility Sign in the amount of \$6,950.00. The motion carried (Yes: Stanaway, Prebeg, Buria, Anderson; No: Roskoski).

Library Director/Special Events Coordinator:

- 4<sup>th</sup> Annual “Holiday Lighting Contest”
  - 2023 Grand Champion Holiday Lighting Contest – 8794 Forest Drive, Mtn Iron
  - Classic Christmas – 601 Franz Street, Buhl
  - Elegance of Design – 8765 Merritt Place, Mtn Iron
  - WOW Factor – 503 Spruce Avenue, Kinney
  - Mountain Iron winners
    - 8775 Merritt Place, Mtn Iron
    - 4863 Butler Road, Mtn Iron
    - 8770 Greenwood Lane, Mtn Iron
- Big thank you to the Park State Bank and B2Bank, gift card/sponsorship
- Thank you to the MIB Fire Department “Candy Canes with Santa Clause”

Sheriff’s Department:

- No formal report

City Engineer:

- No formal report

City Attorney:

- Oriole Ave house update

It was moved by Roskoski that City Attorney Lindsay review what he has been given here tonight, and any other legal materials he wishes to review about City assessing and report his findings back to the City Council at the January 15, 2024 City Council meeting. The motion failed due to lack of support.

It was moved by Stanaway and seconded by Prebeg to approve the recommendation of the Public Health & Safety Board to increase the hourly pay for the Mountain Iron on Call Fire Department from \$12/hr. to \$15/hr. effective the first full pay period of 2024. The motion carried on roll call vote.

It was moved by Prebeg and seconded by Stanaway to amend the motion to keep the \$12/hourly rate for a Firefighter on probation, once the probation period has been met the amount will be increased to \$15/hr. The motion carried on roll call vote.

It was moved by Buria and seconded by to accept the recommendation of the Planning & Zoning Committee and approve the Conditional Use (CUP) for ERATS. The Conditional Use is for the use of a shipping container to be used as an accessory structure, placed on the north or west side of the building. The property is legally described as follows:

**Parcel Code: 175-0047-00010**

**PLAT NAME:** ROCK RIDGE DEVELOPMENT **SECTION: - TOWNSHIP: - RANGE: - LOT: 0002 BLOCK: 001 DESCRIPTION:** EAST 16.00 FEET OF LOT 1, BLOCK 1, LYING NORTH OF A STRIP OF LAND 80.00 FEET WIDE, 40.00 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE: BEGINNING AT A POINT ON THE WEST LINE 103.64 FEET SOUTH OF THE NORTHWEST CORNER OF SAID LOT 1 AND ASSIGNING A BEARING OF SOUTH TO SAID WEST LINE; THENCE SOUTHEASTERLY 9.50 FEET ON A NON-TANGENTIAL CURVE, THE CENTER OF CIRCLE FOR WHICH BEARS S20DEG38'55"W, CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 900.00 FEET AND A CENTRAL ANGLE OF 00DEG36'16"; THENCE SOUTHEASTERLY A DISTANCE OF 185.00 FEET ALONG A COMPOUND CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 270.00 FEET AND A CENTRAL ANGLE OF 39DEG15'28"; THENCE S29DEG29'21"E, TANGENT TO PREVIOUS SAID CURVE FOR A DISTANCE OF 157.58 FEET; THENCE SOUTHEASTERLY 70.95 FEET ALONG A TANGENTIAL CURVE, CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 300.00 FEET AND A CENTRAL ANGLE OF 13DEG33'01" TO A POINT ON THE EAST LINE OF SAID LOT 1, ROCK RIDGE DEVELOPMENT AND THERE TERMINATING. AND LOT 2, BLOCK 1, EXCEPT THE FOLLOWING DESCRIBED PARCEL: BEGINNING AT A POINT ON THE WEST LINE 358.49 FEET SOUTH OF THE NORTHWEST CORNER OF SAID LOT 2 AND ASSIGNING A BEARING OF S00DEG39'15"E TO SAID WEST LINE; THENCE CONTINUE S00DEG39'15"E, 132.38 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2; THENCE N89DEG06'19"E ALONG THE SOUTH LINE OF SAID LOT 2 FOR A DISTANCE OF 284.28 FEET TO THE SOUTHEAST CORNER OF SAID LOT 2; THENCE N00DEG39'15"W ALONG THE EAST LINE OF SAID LOT 2 FOR A DISTANCE OF 6.98 FEET; THENCE S89DEG32'15"W, 63.55 FEET; THENCE NORTHWESTERLY 264.41 FEET ON A TANGENTIAL CURVE, CONCAVE TO THE NORTHEAST WITH A RADIUS OF 260.00 FEET AND A CENTRAL ANGLE OF 58DEG16'01" TO THE POINT OF BEGINNING. AND LOT 1, BLOCK 1, LYING NORTH OF A STRIP OF LAND 80.00 FEET WIDE, 40.00 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE: BEGINNING AT A POINT ON THE WEST LINE 103.64 FEET SOUTH OF THE NORTHWEST CORNER OF SAID LOT 1 AND ASSIGNING A BEARING OF SOUTH TO SAID WEST LINE; THENCE SOUTHEASTERLY 9.50 FEET ON A NON-TANGENTIAL CURVE, THE CENTER OF CIRCLE FOR WHICH BEARS S20DEG38'55"W, CONCAVE TO THE SOUTHWEST WITH A RADIUS OF 900.00 FEET AND A CENTRAL ANGLE OF 00DEG36'16"; THENCE SOUTHEASTERLY A DISTANCE OF 185.00 FEET ALONG A COMPOUND CURVE CONCAVE TO THE SOUTHWEST HAVING A RADIUS OF 270.00 FEET AND A CENTRAL ANGLE OF 39DEG15'28"; THENCE S29DEG29'21"E, TANGENT TO PREVIOUS SAID CURVE FOR A DISTANCE OF 157.58 FEET; THENCE SOUTHEASTERLY 70.95 FEET ALONG A TANGENTIAL CURVE, CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 300.00 FEET AND A CENTRAL ANGLE OF 13DEG33'01" TO A POINT ON THE EAST LINE OF SAID LOT 1, ROCK RIDGE DEVELOPMENT AND THERE TERMINATING, EXCEPT THE EAST 16.00 FEET THEREOF. AND THAT PART OF OUTLOT A, LYING NORTH OF A STRIP OF LAND 80.00 FEET WIDE, FOR ROAD RIGHT OF WAY PURPOSES, LOCATED IN OUTLOT A, LYING 40.00 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE: BEGINNING AT A POINT ON THE WEST LINE, 40.03 FEET SOUTH OF THE NORTHWEST CORNER OF SAID OUTLOT A; THENCE N88DEG58'16"E, PARALLEL WITH THE NORTH LINE OF SAID OUTLOT A, A DISTANCE OF 565.12 FEET; THENCE SOUTHEASTERLY, A DISTANCE OF 345.50 FEET, ALONG A TANGENTIAL CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 900.00 FEET AND A CENTRAL ANGLE OF 21DEG40'37", TO THE EAST LINE OF SAID OUTLOT A AND THERE TERMINATING.  
**Address:** 8541 Park Ridge Dr, Mountain Iron, MN 55768

The motion carried.

It was moved by Roskoski and seconded by Prebeg to accept the recommendation of the Planning & Zoning Committee and approve the Conditional Use (CUP) for Scott McDermid. The Conditional Use is for the installation of a garage over 900 sq. feet. The property is legally described as follows:

**Parcel Code: 175-0020-00590**

**PLAT NAME:** MERRITTS 1<sup>ST</sup> ADDITION TO MOUNTAIN IRON; **SECTION: -; TOWNSHIP - ; LOT -; BLOCK: 005; DESCRIPTION:** LOT 1 EX NLY 8 FT AND ALL OF LOTS 2, 3 AND 4  
**Address:** 5694 Marble Avenue, Mountain Iron, MN 55768

The motion carried.

It was moved by Stanaway and seconded by Buria to approve Resolution #23-23; Approving Plans and Specifications and Ordering Advertisement for Bids (a copy is attached and made a part of these minutes). The motion carried on roll call vote (No: Roskoski; Yes: Stanaway, Prebeg, Buria, Anderson).

It was moved by Roskoski to have an alternative bid be added to this bid process for a potential Mineral Avenue alley ditch drainage connection possibility. The motion failed due to lack of support.

It was moved by Prebeg and seconded by Buria to approve Resolution #24-23; Ordering Improvement and Preparation of Plans (a copy is attached and made a part of these minutes). The motion carried (Yes: Stanaway, Prebeg, Buria, Anderson; No: Roskoski).

It was moved by Prebeg and seconded by Buria to reschedule the January 1, 2024 meeting due to the New Year's Eve Holiday, to Tuesday, January 2, 2024 at 6:30pm. The motion carried (4:1).

The MIB Hoops Club requests contribution for their 2023-2024 MIB Basketball Team. It was moved by Prebeg and seconded by Stanaway to donate \$500 to the MIB Basketball Team for their 2023-2024 Season, monies to come out of the Charitable Gambling Fund. The motion carried.

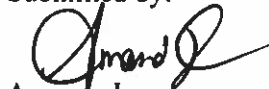
It was moved by Roskoski that the City of Mountain Iron, advertise twice each in the Mesabi Tribune and Hometown Focus, about a meeting on a potential sidewalk project around the Rock Ridge area, meeting is scheduled for Monday, January 8<sup>th</sup> at 6:00pm in the Mountain Iron Community Center. The motion failed due to lack of support.

**Announcements:**

- St. Louis County Public informal meeting
  - Monday, January 8, 2024, at 6:00pm at the Mountain Iron Community Center
- Donations accepted at the Mountain Iron Library for the Henrich family whose house recently burnt

At 7:26p.m., it was moved by Prebeg and seconded by Stanaway that the meeting be adjourned. The motion carried.

Submitted by:



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

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	200.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	100.00
BUILDING RENTALS	SENIOR CENTER	101-36-6200-089	25.00
CD INTEREST	CD INTEREST 101	101-36-6200-000	1,291.90
CD INTEREST	CD INTEREST 378	378-36-6210-000	583.44
CD INTEREST	CD INTEREST 601	601-36-6200-010	20.84
CD INTEREST	CD INTEREST 602	602-36-2100-062	62.51
CD INTEREST	CD INTEREST 603	603-34-4400-010	125.02
CHARGE FOR SERVICES	ELECTRIC-CHG FOR SERVICES	604-37-4100-000	124.86
CHARGE FOR SERVICES	WATER-CHARGE FOR SERVICES	601-36-1001-000	60.00
FINES	CRIMINAL	101-35-5100-000	250.42
LICENSES	LIQUOR	101-32-2100-000	105.00
METER DEPOSITS	ELECTRIC	604-22000	1,050.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	30.00
MISCELLANEOUS	BC/BS - MEDICA PAYABLE	101-21709	1,800.75
MISCELLANEOUS	CHARITABLE GAMBLING PROCEEDS	230-31-1010-000	255.87
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	113.00
MISCELLANEOUS	MISC. - GENERAL	101-37-7100-023	4,982.25
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	1.26
PERMITS	CONDITIONAL USE	101-32-2100-000	150.00
UTILITY	UTILITY	001-11105	187,222.86
Grand Totals:			198,554.98

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/23	12/19/2023	159974	130011	UNITED STATES POSTAL SERVICE	604-20200	630.24
12/23	12/20/2023	159975	10056	A T & T MOBILITY	101-20200	180.68
12/23	12/20/2023	159976	10058	ALEX AIR APPARATUS 2 LLC	101-20200	278.34
12/23	12/20/2023	159977	20022	BENCHMARK ENGINEERING INC	301-20200	6,550.00
12/23	12/20/2023	159978	10054	BERTS TRUCK EQUIPMENT OF MOORHEAD	101-20200	927.84
12/23	12/20/2023	159979	20070	BOUND TREE MEDICAL LLC	101-20200	882.15
12/23	12/20/2023	159980	14008	BRIAN HOAG	101-20200	100.00
12/23	12/20/2023	159981	30084	CARDMEMBER SERVICE	603-20200	7,717.20
12/23	12/20/2023	159982	170001	CENTURY LINK	602-20200	206.75
12/23	12/20/2023	159983	30016	CHAMPION AUTO	603-20200	194.15
12/23	12/20/2023	159984	220003	CITY OF VIRGINIA	101-20200	56.93
12/23	12/20/2023	159985	30073	COMPENSATION CONSULTANTS, LTD	101-20200	150.00
12/23	12/20/2023	159986	1901024	CTC	101-20200	541.00
12/23	12/21/2023	159987	635	CURT & ANNETTE PIRI	101-20200	.00 V
12/23	12/20/2023	159988	2000	DALE & CANDY SPRAGUE	101-20200	100.00
12/23	12/20/2023	159989	50030	EAST WEST BOOKS	101-20200	125.95
12/23	12/20/2023	159990	1657	EDNA JACKOPICH	604-20200	155.44
12/23	12/20/2023	159991	1656	ESTATE OF NANCY PAULSON	604-20200	139.02
12/23	12/20/2023	159992	100014	FIREPRO SPRINKLER SPECIALISTS, INC	101-20200	1,724.48
12/23	12/20/2023	159993	50048	FRONTIER ENERGY	604-20200	678.23
12/23	12/20/2023	159994	10059	GARY COOK	101-20200	100.00
12/23	12/20/2023	159995	1516	GARY FRANCISCO	604-20200	156.91
12/23	12/20/2023	159996	180026	GRAND FORKS FIRE EQUIPMENT LLC	101-20200	521.00
12/23	12/20/2023	159997	70029	GUARDIAN PEST CONTROL INC	101-20200	91.60
12/23	12/20/2023	159998	80022	HAWKINS INC	602-20200	427.00
12/23	12/20/2023	159999	80010	HOMETOWN ELECTRIC	301-20200	27,341.03
12/23	12/20/2023	160000	80037	HOMETOWN MEDIA PARTNERS	101-20200	287.70
12/23	12/20/2023	160001	90014	IRON RANGE CUSTOMS	101-20200	2,216.80
12/23	12/20/2023	160002	1842	JESSICA JOHNSON	101-20200	200.00
12/23	12/20/2023	160003	110006	KEN WASCHKE AUTO PLAZA	101-20200	235.72
12/23	12/20/2023	160004	120006	L & M SUPPLY	604-20200	4,007.90
12/23	12/20/2023	160005	120032	LAKE COUNTRY POWER	101-20200	123.75
12/23	12/20/2023	160006	120035	LENCI ENTERPRISES INC	101-20200	27,931.24
12/23	12/20/2023	160007	100013	LOOKOUT BOOKS	101-20200	135.94
12/23	12/20/2023	160008	130063	MIB HOOPS CLUB	230-20200	500.00
12/23	12/20/2023	160009	1658	MICHELLE FOSSO	604-20200	294.58
12/23	12/20/2023	160010	1227	MICHELLE HARRIS	101-20200	200.00
12/23	12/20/2023	160011	130194	MID-STATE TRUCK SERVICE INC.	101-20200	117.41
12/23	12/20/2023	160012	130039	MINNESOTA DEPT OF COMMERCE	604-20200	540.65
12/23	12/20/2023	160013	140026	MINNESOTA ENERGY RESOURCES	604-20200	3,220.36
12/23	12/20/2023	160014	130009	MINNESOTA POWER (ALLETE INC)	604-20200	182,879.84
12/23	12/20/2023	160015	40063	MN DEPARTMENT OF COMMERCE	604-20200	612.07
12/23	12/20/2023	160016	120007	MOTION INDUSTRIES INC	603-20200	29.87
12/23	12/20/2023	160017	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	13,445.33
12/23	12/20/2023	160018	30001	NAPA AUTO PARTS	101-20200	542.96
12/23	12/20/2023	160019	1655	PAULA & KEN KORPI	604-20200	15.62
12/23	12/20/2023	160020	1654	PETE CERKVENIK	603-20200	15.75
12/23	12/20/2023	160021	170007	QUILL CORPORATION	101-20200	561.46
12/23	12/20/2023	160022	180008	RADKO IRON & SUPPLY INC	603-20200	485.00
12/23	12/20/2023	160023	9022	RANGE MENTAL HEALTH CENTER	101-20200	250.00
12/23	12/20/2023	160024	180006	RMB ENVIRONMENTAL LABORATORIES	601-20200	483.52
12/23	12/20/2023	160025	1653	RORY SIITER	604-20200	88.78
12/23	12/20/2023	160026	190002	ST LOUIS COUNTY AUDITOR	101-20200	473.95

M = Manual Check, V = Void Check



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/23	12/20/2023	160027	190032	STUART C. IRBY CO.	604-20200	25,571.00
12/23	12/20/2023	160028	200003	TACONITE TIRE SERVICE	604-20200	781.64
12/23	12/20/2023	160029	210001	UNITED ELECTRIC COMPANY	604-20200	3,594.75
12/23	12/20/2023	160030	210002	UNITED TRUCK BODY COMPANY INC	101-20200	1,594.65
12/23	12/20/2023	160031	30072	VC3	101-20200	1,356.26
12/23	12/20/2023	160032	230047	WILKENS INDUSTRIES INC	603-20200	668.99
12/23	12/20/2023	160033	240001	XEROX CORPORATION	601-20200	500.54
12/23	12/20/2023	160034	190016	ST LOUIS COUNTY AUDITOR	101-20200	64.00
12/23	12/21/2023	160035	220020	VISA OR PARK STATE BANK CC PMT	101-20200	4,322.97

Grand Totals:

328,326.94

PP-Ending - 12/08

62,044.47

TOTAL EXPENDITURES

\$390,371.41



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • [www.mtniron.com](http://www.mtniron.com)  
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## RESOLUTION NUMBER 23-23

### APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

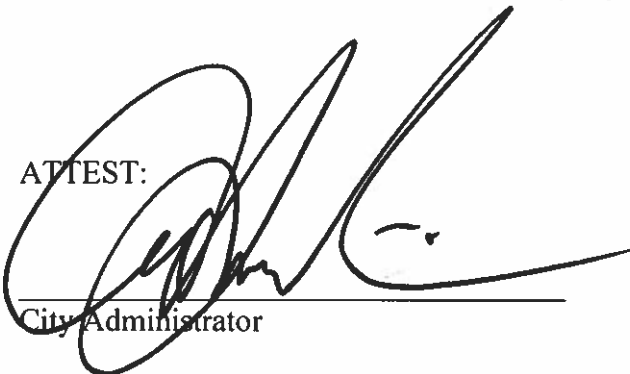
**WHEREAS**, pursuant to Resolution Number 12-23 passed by the City Council on September 5, 2023, the city engineer has prepared plans and specifications for the proposed Mineral Avenue Drainage Improvements and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the Administrator until 10:00 a.m. on January 31, 2024, at which time they will be publicly opened in the Mountain Iron Room of the Community Center by the City Administrator and engineer, will then be tabulated, and will be considered by the City Council at 6:30 p.m. on February 5, 2024, in the Mountain Iron Room of the Community Center. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Administrator for ten percent of the amount of such bid.

**DULY ADOPTED BY THE CITY COUNCIL THIS 18<sup>th</sup> DAY OF DECEMBER, 2023.**

ATTEST:

  
\_\_\_\_\_  
City Administrator  
\_\_\_\_\_  
Mayor Peggy Anderson



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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

## RESOLUTION NUMBER 24-23

### ORDERING IMPROVEMENT AND PREPARATION OF PLANS

**WHEREAS**, a Resolution of the City Council adopted the 16<sup>th</sup> day of October, 2023, fixed a date for a Council hearing on Improvement Number MI22-08, the proposed improvement of the alleyway between Old Highway 169 and Mineral Avenue all located east of Mineral Avenue by Road Reconstruction, Alignment and Drainage Improvements, and

**WHEREAS**, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 4<sup>th</sup> day of December 4, 2023, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted 16<sup>th</sup> day of October 2023.
3. Benchmark Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

**DULY ADOPTED BY THE CITY COUNCIL THIS 18<sup>th</sup> DAY OF DECEMBER, 2023.**

ATTEST:

  
\_\_\_\_\_  
City Administrator

  
\_\_\_\_\_  
Mayor Peggy Anderson

**COUNCIL LETTER 010224-VIA1**

**MAYOR ANDERSON**

**REORGANIZATION**

**DATE:** December 28, 2023

**FROM:** Mayor Anderson

Craig J. Wainio  
City Administrator

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As part of the reorganization of the City, the Mayor is recommended that the City Council adopt the following:

1. Deputy Mayor –
2. Trenti Law Firm is designated as the City Attorney.
3. Benchmark Engineering is designated as the City Engineer.
4. Official newspaper for the City – Hometown Focus.
5. 1<sup>st</sup> and 3<sup>rd</sup> Monday's of the month at 6:30 p.m. are the official meeting times.
6. The following are the official depositories of the City:
  - a. American Bank
  - b. Frandsen Bank
  - c. Wells Fargo Bank
  - d. US Bank
  - e. Twin City Federal
  - f. League of Minnesota Cities 4M Fund
  - g. Miller Johnson Steichen Kinnard, Inc.
  - h. Morgan Stanley
  - i. Northland Securities
  - j. First National Bank of Buhl
  - k. Federal Home Loan Bank

**COUNCIL LETTER 010224-VIA1**

**MAYOR ANDERSON**

**COMMISSION APPOINTMENTS**

**DATE:** December 28, 2023

**FROM:** Mayor Anderson

Craig J. Wainio  
City Administrator

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The Mayor Anderson requested this item be placed on the Agenda with the following background information:

**B. City Advisory Board/Commission Appointments:**

- 1) Utility Advisory Board (3-year term)
  - a.
  - b.
- 2) Parks & Recreation Board (3-year term)
  - a.
  - b.
  - c.
- 3) Economic Development Authority (5-year term)
  - a.
- 4) Public Safety and Health Board (3-year term)
  - a.
  - b.
  - c.
- 5) Planning and Zoning (3-year term)
  - a.
  - b.
  - c.



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

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

December 27, 2023

Mr. Craig Wainio  
City of Mountain Iron  
Via - Email

Re: 2024 Municipal Engineering Services  
City of Mountain Iron

Mr. Wainio

Benchmark Engineering, Inc. would like to thank you for the opportunity to provide service to the City of Mountain Iron as your designated City Engineer. We look forward to continued participation in upcoming projects with the City of Mountain Iron and other city needs.

As a summary in 2023 Benchmark Engineering provided many hours of services for no charge as city engineer and also supported activities in communities we worked with. We anticipate continuation of the similar service where we have no charge for attendance at meetings, phone calls with questions, and assisting staff with grant applications.

Enclosed, please find a copy of the 2024 rate sheet for Benchmark Engineering, Inc (to clarify, rates will remain the same for 2024). This rate sheet will be utilized for any hourly jobs, or not-to-exceed hourly quotes, requested by the city. We are still committed to providing the City of Mountain Iron with city engineering and surveying services at competitive rates. We will charge for services such as feasibility studies, site investigations, construction observation, project administration and related services. We will work with staff to reduce cost where we can.

Benchmark Engineering, Inc. will continue to provide project design and bidding services for any requested city projects in 2024, based upon the awarded bid costs, in accordance with the following breakdown or if requested by a proposal per project:

<u>Project Awarded Bid</u>	<u>Project Design &amp; Bidding Services</u>
\$400,000 and greater	8%
\$100,000 - \$399,999	9%
\$99,999 and less	Billed hourly – not to exceed 13%

Project related costs such as materials testing and permit fees will be billed at direct costs. As always, we will attend City Council meetings and other special meetings at no charge, as we consider ourselves an extension of City Staff. In addition, we will continue to assist the City Staff in pursuit of any available funding opportunities for municipal construction projects. Any work during a construction project will be at our hourly rates.

We look forward to working with you, the City Council, and City Staff on your 2024 projects. If you have any questions, or need additional information, please do not hesitate to contact us. We may have another engineer assist with filling in as we continue to hire additional staff.

Also, if approved this letter agreement services as a contract. Please sign and return. I would be happy to meet to discuss this contract, any of the services, and any questions.

Sincerely,  
**Benchmark Engineering, Inc.**



Alan Johnson, PE  
President

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If accepted please sign and return:

Signed: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_



8878 Main Street  
P.O. Box 261  
Mountain Iron, MN 55768  
P: 218-735-8914 F: 218-735-8923

## 2024 Hourly Rate Sheet

### ENGINEERING FEES

Professional Engineer	\$ 130.00
Design Engineer	\$ 110.00
Project Management	\$ 100.00
Senior Design Engineering Technician	\$ 105.00
CAD Technician	\$ 95.00
On-Site Project Representative	\$ 80.00

### SURVEYING FEES

Professional Land Surveyor	\$ 120.00
CAD Technician	\$ 95.00
Drone Pilot (No Survey Equipment)	\$ 95.00
1 Person Survey Crew	\$ 110.00
2 Person Survey	\$ 155.00
2 Person with Drone/2 GPS/Bathymetry	\$ 165.00
3 Person Survey	\$ 180.00

### OUTSIDE SERVICES – Including:

Direct Cost

Soils & Material Testing  
Wetland Delineations  
Outside Consulting Fees for Acquisition of Alternative Funding

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#### The following items will be at no charge

- Assistance with cost estimates & grant applications for various funding sources, such as: UDSA, IRRRB, CDBG, ARDC, DNR, DEED, ACOE, MNDOT, State & Federal Trail Grants
- Project Administration
- Total Station & GPS Equipment
- Project Related Meetings - Including:
  - City Council
  - Planning & Zoning
  - Public Hearings
  - HRA
- Mileage
- Clerical
- Telephone

**\*\*Rates valid January 1 through December 31, 2024\*\***





December 31, 2023

City of Mountain Iron  
Attn: Mayor Peggy Anderson and Amanda Inmon  
City Hall  
Mt. Iron, MN 55768

**RE: 2024 Publication of City Council Proceedings, Legal, Classified and Display Advertising**

Dear Mayor Peggy Anderson and Amanda Inmon:

We ask to be named the official newspaper of the City of Mountain Iron and Hometown Focus meets the qualifications from the League of Minnesota to be a "qualified newspaper".

We invite you to review the following Hometown Multi-Media Investment Program. Our NEW distribution outlets connect us with a NEW audience. Now you can promote, brand and bundle your products and services with a connection to **Print-Online-Mobile-Tablet and APPS.**

Please provide us any information or news that you would like to inform the community.

We offer a worldwide connection to Northern Minnesota and the Iron Range. Click on [www.hometownfocus.us](http://www.hometownfocus.us) or [www.discovermn.us](http://www.discovermn.us) with no pay walls, and download our FREE APP, Hometown Focus.

This unique multi-media platform delivers added value to city, schools, businesses, customers, viewers, and readers reaching a WEEKLY audience of OVER 200,000 and GROWING! We are the first COMMUNITY DRIVEN newspaper in the state of Minnesota that offers print, online, and mobile platforms. We look forward to working with contributors in your area for even more coverage of your community. News, events, articles and submissions of any kind may be sent to our Editor, [editor@htfnews.us](mailto:editor@htfnews.us)

- Rate for City Council proceedings and legal publications based on a six & nine column format: **\$3.50 per column inch.**
- Display advertising, based on six column format: **\$5.50 per column inch.**
- Discount for rerunning advertisements: **\$4.75 per column inch.**

There will be no extra charge for extra composition. Also, we will post your legal, classified or display ad to our website at [www.hometownfocus.us](http://www.hometownfocus.us) and as an added value your ad will appear in our digital edition.

Thank you for your consideration. We appreciate an opportunity to serve you and **Grow Community together, we are locally owned & operated.** Please let us know if we become your official legal publication.

Sincerely,

Jeff Asbach

Scott Asbach

**Jeff Asbach** Co-founder & CEO [jeffa@htfnews.us](mailto:jeffa@htfnews.us)  
401 6th Ave. N. STE 1111 Virginia, MN 55792

**Scott Asbach** Co-founder & CFO [scotta@htfnews.us](mailto:scotta@htfnews.us)  
P 218.741.0106 F 218.741.0108 W [www.hometownfocus.us](http://www.hometownfocus.us)



# Fire Department Training and Equipment Policy

Policy Number 2024-XX

Adopted

## I. Policy

As a new hire with the Mountain Iron Fire Department, I acknowledge and recognize that the City of Mountain Iron will incur considerable expenses for my initial and ongoing training as a firefighter and/or first responder.

Therefore, I hereby sign this document as my authorization and agreement that, if I resign my position as a firefighter and/or first responder, or if I am terminated during the first two years of my employment as a firefighter and/or first responder with the City, I will reimburse the City for the costs and expenses incurred by the City for my initial and ongoing training as a firefighter and/or first responder. Furthermore, I will reimburse the City for the costs and expenses incurred to provide my initial set of structural turnout gear (bunker pants, jacket, helmet, boots), without claim of the gear as being my personal property.

Further, I hereby agree that, when I resign, retire, or am terminated from my position as a firefighter and/or first responder, I will return to the City any and all of the City owned equipment, clothing and gear which the City provided to me in the course of my service as a firefighter and/or first responder.

The signee of this policy may have the cost reimbursement requirements waived within the two-year period if unforeseen hardships arise. Waiver must be requested by the signee to the Chief. The Chief shall present the waiver request to the Health and Safety Board for review and recommendation to the City Council for determination.

_____ Printed Name	_____ Witness (Chief) Printed Name
_____ Signed Name	_____ Witness (Chief) Signed Name
_____ Date	_____ Date



St. Louis County Agricultural Fair Association

P.O. Box 627 Chisholm, MN 55719 T: (218) 263-4256 F: (218) 263-6313

December 1, 2023

Dear Community Leaders,

Every year over 30,000 residents from St. Louis and adjoining counties visit the Fair to see the "best" that St. Louis County has to offer. As the years have passed, fairs have become so much more than the agricultural events they started out as. In addition to area residents displaying their finest handiwork, culinary delights, and agricultural products, and 4-H youths competing in hopes of earning the privilege to compete at the Minnesota State Fair, companies also use the Fair to showcase their newest products and technologies; and fairgoers now count on the Fair to keep them informed on what's new.

Staging the Fair is a huge undertaking that is accomplished with the help of volunteers and short-term employees. Each year 40 to 50 County residents are hired to work before, during and after the Fair. Some work for a week, some for 6 to 8 weeks. Some are seniors looking to supplement their income, others are students working to earn some extra spending money or to help fund their college education. We are proud of the fact that some of our employees have been returning to work at the Fair for well over 25 years.

Your County Fair is put on by the St. Louis County Agricultural Fair Association, which is a small non-profit organization, whose membership is comprised of residents from the Northern half of St. Louis County. This Fair Association is an Agricultural Society established and governed by Chapter 38 of the Minnesota State Statutes.

Minnesota Statute 38.12 authorizes municipalities to financially assist their County Fair, with no cap on the amount of assistance. The Fair Board realizes that community budgets are tight and that you know how important the Fair is to your residents. With those two things in mind, the Fair Association is requesting that you consider including the Fair in your 2024 financial plans, in an amount that fits into your budget. Your support helps ensure that the Fair's tradition of agricultural education and affordable, quality family entertainment will continue; and that everyone in your community, the county, and the surrounding areas will be happy and proud to have been a part of the 2024 St. Louis County Fair.

The Fair Board would like to thank you in advance for the consideration you give this request: and we look forward to seeing you and the residents of your community at this year's Fair.

Sincerely yours,

A handwritten signature in black ink that reads "Karen McNeal". The signature is fluid and cursive.

Karen McNeal  
Executive Director

THE FIVE BEST DAYS OF SUMMER