



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, DECEMBER 18, 2023

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, DECEMBER 18, 2023 - 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 4, 2023, Regular Meeting (#1-8)
 - 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. Winter Workers (#9)
 - 2. Audit Proposal(#10-19)
 - C. Director of Public Work's Report
 - 1. Water Treatment Plant Signage (#20-21)
 - D. Library Director/Special Events Coordinator's Report (#22-24)
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - G. City Attorney's Report
 - H. Public Health and Safety Board
 - 1. Firefighter Pay (#25)
 - I. Planning & Zoning Commission
 - 1. Conditional Use Permit- ERATS (#26-28)
 - 2. Conditional Use Permit – McDermid (#29-31)
 - J. Liaison Reports
- VI. Unfinished Business
- VII. New Business
 - A. Resolution Number 23-23 Ordering Bids (#32-33)
 - B. Resolution Number 24-23 Ordering Plans and Specifications (#34)
 - C. Reschedule January 1, 2024 City Council Meeting
- VIII. Communications (#35-37)
- IX. Announcements
- X. Adjourn

MINUTES
MOUNTAIN IRON CITY COUNCIL
December 4, 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; 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 November 20, 2023, regular meeting.
2. Approve the minutes of the November 28, 2023, Committee-of-the-Whole meeting.
3. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
4. To acknowledge the receipts for the period November 16-30, \$129,687.25 (a list is attached and made a part of these minutes),
5. To authorize the payments of the bills and payroll for the period November 16-30, totaling \$373,260.50 (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 Taconite Tire bills in the amount of \$116.00 from the consent agenda for separate consideration. The motion failed due to lack of support.

It was moved by Prebeg and seconded by Buria to recess the regular City Council meeting and open the public hearing on Improvement Number MI22-09, improvement of the alleyway between Old Highway 169 and Mineral Avenue, all located east of Mineral Avenue by Road reconstruction. The motion carried.

Public Forum:

- Discussion ensued regarding alleyway improvement
- Improvements only conducted on public right-of-way
- Preliminary survey conducted, graded identified, private & public boundaries, block corners, etc.

It was moved by Prebeg and seconded by Buria to recess the public hearing and reconvene the regular meeting. The motion carried.

It was moved by Roskoski to recess the regular December 4th City Council meeting and open a public hearing on the proposed City of Mountain Iron 2024 Property tax increase, as mentioned in the mailing everyone received. The motion failed due to lack of support.

The Mayor reported on the following:

- Thank you to St. Louis Sheriff's Department for hosting recent event "Coffee with a Cop"

City Administrator:

- Upcoming IRRRB meeting, approval for Mineral Avenue water line project funding

Director of Public Works:

- Catch up and planning for 2024 year

Sheriff's Department:

- No formal report

City Engineer:

- No formal report

Fire Department:

- Response rates on the raise –389 calls compared to last year
- December 16th "Candy canes with Santa"
 - 5:00pm – 7:00pm at Mountain Iron Community Center

It was moved by Stanaway and seconded by Buria to approve the reinstatement of Ryan Pontinen, to the Mountain Iron Fire Department as a Volunteer Firefighter. The motion carried.

It was moved by Roskoski to accept the Fire Department report as presented. The motion failed due to lack of support.

It was moved by Prebeg and seconded by Stanaway to approve Resolution #21-23; Approving 2023 Tax Levy, collectable 2024, which is a 3% increase from the previous year (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 Stanaway and seconded by Buria to adopt the 2024 Budget as presented. The motion carried on roll call vote.

It was moved by Prebeg and seconded by Roskoski to approve Resolution #22-23; Support for the Rock Ridge Drive and Park Ridge Drive (CSAH 102) Sidewalk Project Active Transportation Funding Application (a copy is attached and made a part of these minutes). The motion carried.

It was moved by Buria and seconded by Stanaway to authorize BG's Bar & Grill to serve alcohol at the Overbye wedding on Saturday, December 9, 2023, to be held at the Mountain Iron Community Center. The motion carried.

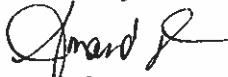
It was moved by Prebeg and seconded by Buria to donate \$250 to the Mountain Iron Senior Citizens Club for their Annual Christmas Party, monies to come out of the Charitable Gambling Fund. The motion carried on roll call vote with Councilor Roskoski abstaining.

Announcements:

- NorthStar Credit Union – opened December 4th in City of Mountain Iron's Rock Ridge area

At 7:25p.m., it was moved by Buria and seconded by Prebeg that the meeting be adjourned. The motion carried.

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	400.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	125.00
FINES	ADMINISTRATIVE OFFENSE	101-35-5100-002	50.00
LICENSES	CIGARETTE	101-32-2100-000	200.00
LICENSES	LIQUOR	101-32-2100-000	125.00
METER DEPOSITS	ELECTRIC	604-22000	300.00
METER DEPOSITS	WATER	601-22000	80.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	40.00
MISCELLANEOUS	BC/BS - MEDICA PAYABLE	101-21709	1,386.32
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	157.00
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	1.90
PERMITS	BUILDING	101-32-2100-000	1,176.71
PERMITS	CONDITIONAL USE	101-32-2100-000	150.00
SALE OF PROPERTY	SALE OF PROP-WOODLAND ESTATES	301-36-6210-062	24,000.00
UTILITY	UTILITY	001-11105	101,495.32
Grand Totals:			129,687.25

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/23	12/06/2023	159924	10056	A T & T MOBILITY	101-20200	1,229.64
12/23	12/06/2023	159925	100010	AED BRANDS	603-20200	752.42
12/23	12/06/2023	159926	10055	ALTEC INDUSTRIES INC	604-20200	8,125.35
12/23	12/06/2023	159927	10067	AQUA-PURE INC.	602-20200	575.00
12/23	12/06/2023	159928	10075	ARAMARK UNIFORM SERVICES	101-20200	181.32
12/23	12/06/2023	159929	10042	AUTO VALUE VIRGINIA	604-20200	271.97
12/23	12/06/2023	159930	20070	BOUND TREE MEDICAL LLC	101-20200	1,779.01
12/23	12/06/2023	159931	30016	CHAMPION AUTO	101-20200	9.18
12/23	12/06/2023	159932	30082	CITY OF EVELETH	101-20200	41.10
12/23	12/06/2023	159933	30026	COMO LUBE & SUPPLIES INC	101-20200	145.00
12/23	12/06/2023	159934	60029	FERGUSON ENTERPRISES INC	101-20200	6,881.72
12/23	12/06/2023	159935	100011	GENERAL PARTS LLC	101-20200	689.95
12/23	12/06/2023	159936	70016	GOPHER STATE ONE CALL INC	604-20200	22.95
12/23	12/06/2023	159937	70051	GREATER MN PARKS & TRAILS	101-20200	165.00
12/23	12/06/2023	159938	70029	GUARDIAN PEST CONTROL INC	101-20200	91.60
12/23	12/06/2023	159939	70040	GVC INDUSTRIES, LLC	101-20200	2,949.05
12/23	12/06/2023	159940	80010	HOMETOWN ELECTRIC	101-20200	25,777.00
12/23	12/06/2023	159941	80037	HOMETOWN MEDIA PARTNERS	101-20200	345.55
12/23	12/06/2023	159942	10043	IRON RANGE ENGINEERING & CONSULTING	604-20200	3,281.25
12/23	12/06/2023	159943	2036	JACQUIE HEINOENEN	101-20200	102.33
12/23	12/06/2023	159944	12001	LAMKE BROADCASTING	101-20200	130.00
12/23	12/06/2023	159945	120002	LAWSON PRODUCTS INC	101-20200	877.84
12/23	12/06/2023	159946	130041	MESABI BITUMINOUS	301-20200	2,970.00
12/23	12/06/2023	159947	130006	MESABI HUMANE SOCIETY	101-20200	2,041.67
12/23	12/06/2023	159948	13001	MID-AMERICA BOOKS	101-20200	131.70
12/23	12/06/2023	159949	130194	MID-STATE TRUCK SERVICE INC.	101-20200	2,492.53
12/23	12/06/2023	159950	130102	MINNESOTA DEPT OF HEALTH	101-20200	315.00
12/23	12/06/2023	159951	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,410.78
12/23	12/06/2023	159952	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	464.17
12/23	12/06/2023	159953	130035	MN PUBLIC SAFETY GROUP, LLC.	101-20200	900.00
12/23	12/06/2023	159954	13110	MOUNTAIN IRON SENIOR CITIZENS CLUB	230-20200	250.00
12/23	12/06/2023	159955	30001	NAPA AUTO PARTS	603-20200	7.99
12/23	12/06/2023	159956	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	111,960.17
12/23	12/06/2023	159957	140005	NORTHERN FITNESS GROUP	101-20200	422.63
12/23	12/06/2023	159958	9039	NORTHLAND FIRE & SAFETY, INC	101-20200	431.50
12/23	12/06/2023	159959	160075	PAARK PAVING INC.	101-20200	4,700.00
12/23	12/06/2023	159960	130017	PARK STATE BANK	101-20200	169.14
12/23	12/06/2023	159961	160071	PURCHASE POWER	602-20200	1,500.00
12/23	12/06/2023	159962	180004	RANGE COOPERATIVES	101-20200	69.00
12/23	12/06/2023	159963	180006	RMB ENVIRONMENTAL LABORATORIES	602-20200	374.62
12/23	12/06/2023	159964	190079	SCHINDLER ELEVATOR CORPORATION	101-20200	3,562.26
12/23	12/06/2023	159965	190010	SEPPI BROTHERS	101-20200	1,620.00
12/23	12/06/2023	159966	190014	SHERWIN WILLIAMS	601-20200	33.53
12/23	12/06/2023	159967	190024	ST LOUIS COOUNTY SHERIFF	101-20200	45,833.33
12/23	12/06/2023	159968	5007	SUN LIFE FINANCIAL	602-20200	901.49
12/23	12/06/2023	159969	200003	TACONITE TIRE SERVICE	101-20200	1,612.29
12/23	12/06/2023	159970	30072	VC3	101-20200	3,185.65
12/23	12/06/2023	159971	220025	VERIZON WIRELESS	601-20200	96.00
12/23	12/06/2023	159972	60038	WRIGHT EXPRESS FINAN SERV CORP	602-20200	5,913.92
12/23	12/06/2023	159973	190002	ST LOUIS COUNTY AUDITOR	603-20200	210.00

Grand Totals:

247,803.60

PP-Ending 11/24

125,456.90

M = Manual Check, V = Void Check

TOTAL EXPENDITURES

\$373,260.50



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 21-23

APPROVING 2023 TAX LEVY, COLLECTABLE 2024

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 2024, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL LEVY	\$1,440,543
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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 4th DAY OF DECEMBER, 2023.

ATTEST:

City Administrator

Mayor Peggy Anderson



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RESOLUTION NUMBER 22-23

SUPPORT FOR THE ROCK RIDGE DR AND PARK RIDGE DR (CSAH 102) SIDEWALK PROJECT ACTIVE TRANSPORTATION FUNDING APPLICATION

WHEREAS, the Active Transportation infrastructure grants are administered by the Minnesota Department of Transportation, State Aid Division; and

WHEREAS, funds for the Active Transportation program were first appropriated by the Minnesota Legislature in the 2021 special session under the 1st Special Session, Chapter 5, Article 1, Section 2; and

WHEREAS, \$13.2 million in Active Transportation funding is available for the 2023 solicitation for infrastructure projects that construct or improve pedestrian and bicycle facilities; and

WHEREAS, St. Louis County proposed to submit a joint funding application with the City of Mountain Iron to the Active Transportation infrastructure grant program to construct a sidewalk along Rock Ridge Dr and Park Ridge Dr (CSAH 102) in the year 2025; and

WHEREAS, the proposed sidewalk along Rock Ridge Dr would begin at US 169 and end at Park Ridge Dr (CSAH 102) for a total length of 0.40 mile and the proposed sidewalk along Park Ridge Dr (CSAH 102) would begin at Rock Ridge Dr and end at Nichols Ave (CSAH 109) for a total length of 0.32 mile; and

WHEREAS, if the proposed project is awarded funding, St. Louis County would lead the project which includes acting as the fiscal agent, design engineering, right-of-way acquisition services, permitting, bidding and construction engineering and administration at the cost of St. Louis County.

WHEREAS, both St. Louis County and City of Mountain Iron would each be responsible for the cost of right-of-way that is necessary to be acquired for construction of improvements adjacent to their respective roads.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MOUNTAIN IRON, MINNESOTA that it authorizes the City Administrator to submit a joint funding application with St. Louis County to the Active Transportation infrastructure grant program to obtain funding to construct sidewalk along Rock Ridge Dr and Park Ridge Dr (CSAH 102) in the City of Mountain Iron.

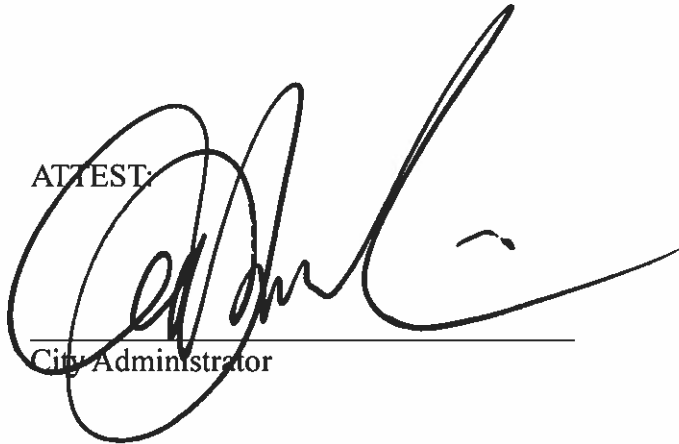
BE IT FURTHER RESOLVED, that the Mayor and City Administrator are authorized to enter into a cooperative agreement, and to approve any amendments authorized by the City Attorney, with St. Louis County to define project administration, project cost and maintenance responsibilities for the sidewalk project along Rock Ridge Dr and Park Ridge Dr (CSAH 102).

BE IT FURTHER RESOLVED, that if the project funds are awarded, the City of Mountain Iron will provide the necessary cost contribution for this project, including any necessary cost share of potential cost overruns.

BE IT FURTHER RESOLVED, that the City of Mountain Iron agrees to assume full ownership and responsibility for the operation and maintenance of new city street infrastructure constructed under this grant.

DULY ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF DECEMBER, 2023.

ATTEST:



City Administrator

Mayor Peggy Anderson

COUNCIL LETTER 121823-IVB1

PARKS AND RECREATION

RINK WORKERS

DATE: December 14, 2023

FROM: Craig J. Wainio
City Administrator

Staff recommends hiring the following for temporary seasonal employment:

Jordan Rautio
Peyton Sanberg
Damian Tapio
Landon Kniefel
Jackson Dunn
Blayne Wainio
Connie Murphy
Luke Hecimovich

COUNCIL LETTER 121823-IVB2

AUDITOR

AUDIT PROPOSAL

DATE: December 14, 2023

FROM: Craig J. Wainio
City Administrator

Enclosed, please find the Audit proposal from Walker, Giroux and Hahne to perform the 2023 Audit. The proposal price is \$28,350 for the Governmental Funds and \$12,050 for the Enterprise Funds. For the 2022 Audit proposal the Governmental Funds were \$27,750 and the Enterprise funds were \$12,050.



CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

P.O. Box 960 • 225 1st Street North, Suite 2400, Virginia, Minnesota 55792
218-749-4880 • FAX 218-749-8528

November 29, 2023

To the City Council and Management
City of Mountain Iron, Minnesota
Attn: Craig Wainio, Administrator
8586 Enterprise Drive South
Mountain Iron, MN 55768-8260

We are pleased to confirm our understanding of the services we are to provide City of Mountain Iron, Minnesota for the year ended December 31, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, blended component unit and each major fund, and the disclosures, which collectively comprise the basic financial statements of City of Mountain Iron, Minnesota as of and for the year ended December 31, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Mountain Iron, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Mountain Iron, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Schedule of revenues, expenditures and changes in fund balance – budget and actual.
3. Schedule of changes in City's net OPEB liability and related ratios.
4. Schedules of City's proportionate share of net pension liability and City's contributions for defined benefit pension plans.
5. Schedule of City contributions.
6. Schedule of changes in net pension liability/asset.

We have also been engaged to report on supplementary information other than RSI that accompanies City of Mountain Iron, Minnesota's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Individual fund financial statements.
2. Schedule of sources and uses of public funds for tax increment financing districts.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of City of Mountain Iron, Minnesota and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will make reference to other auditors of the Mountain Manor Apartments, Mountain Iron Housing and Redevelopment Authority, a blended component unit of the City of Mountain Iron, Minnesota in our auditor's report on the group financial statements. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Lack of segregation of duties
- Management override of controls
- Client does not prepare its own financial statements
- Revenue recognition

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Mountain Iron, Minnesota's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of City of Mountain Iron, Minnesota in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We will also prepare the trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information into a working trial balance based on management's chart of accounts. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements and related notes, and trial balance preparation services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes, our preparation of the trial balance, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes, and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair

presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to City of Mountain Iron, Minnesota; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Walker, Giroux and Hahne, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a governmental agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Walker, Giroux and Hahne, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the governmental agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Thomas B. Kelly is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately December 31, 2023 and to issue our reports no later than June 30, 2024.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.), except that we agree that our gross fee, including expenses, will not exceed \$28,350 for the City's Governmental Funds and \$12,250 for the Enterprise Funds. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of City of Mountain Iron, Minnesota's financial statements. Our report will be addressed to City Council and Management of City of Mountain Iron, Minnesota. We will make reference to Esterbrooks, Scott, Signorelli, Peterson, Smithson, Ltd's audit of Mountain Manor Apartments, Mountain Iron Housing and Redevelopment Authority, a blended component unit of the City of Mountain Iron, Minnesota in our report on your financial statements. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter

paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Mountain Iron, Minnesota is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2021 peer review report is attached.

We appreciate the opportunity to be of service to City of Mountain Iron, Minnesota and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the original of this letter and return it to us. A copy is enclosed for your records.

Very truly yours,

WALKER, GIROUX & HAHNE, LLC



Thomas B. Kelly
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of City of Mountain Iron, Minnesota.

Management signature

Title

Date

Governance signature

Title

Date



4220 31st Avenue S.
Fargo, ND 58104-8725

Phone: 701.237.6022
Toll Free: 888.237.6022
Fax: 701.280.1495

Report on the Firm's System of Quality Control

November 30, 2021

To the Shareholders of Walker, Giroux and Hahne, LLC
and the Peer Review Committee of the Minnesota Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Walker, Giroux and Hahne, LLC (the firm) in effect for the year ended June 30, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act, and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Walker, Giroux and Hahne, LLC in effect for the year ended June 30, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable profession standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Walker, Giroux and Hahne, LLC has received a peer review rating of *pass*.

Widmer Roel PC

Widmer Roel PC



116 1ST ST. NORTH
VIRGINIA, MN 55792
218-749-2628

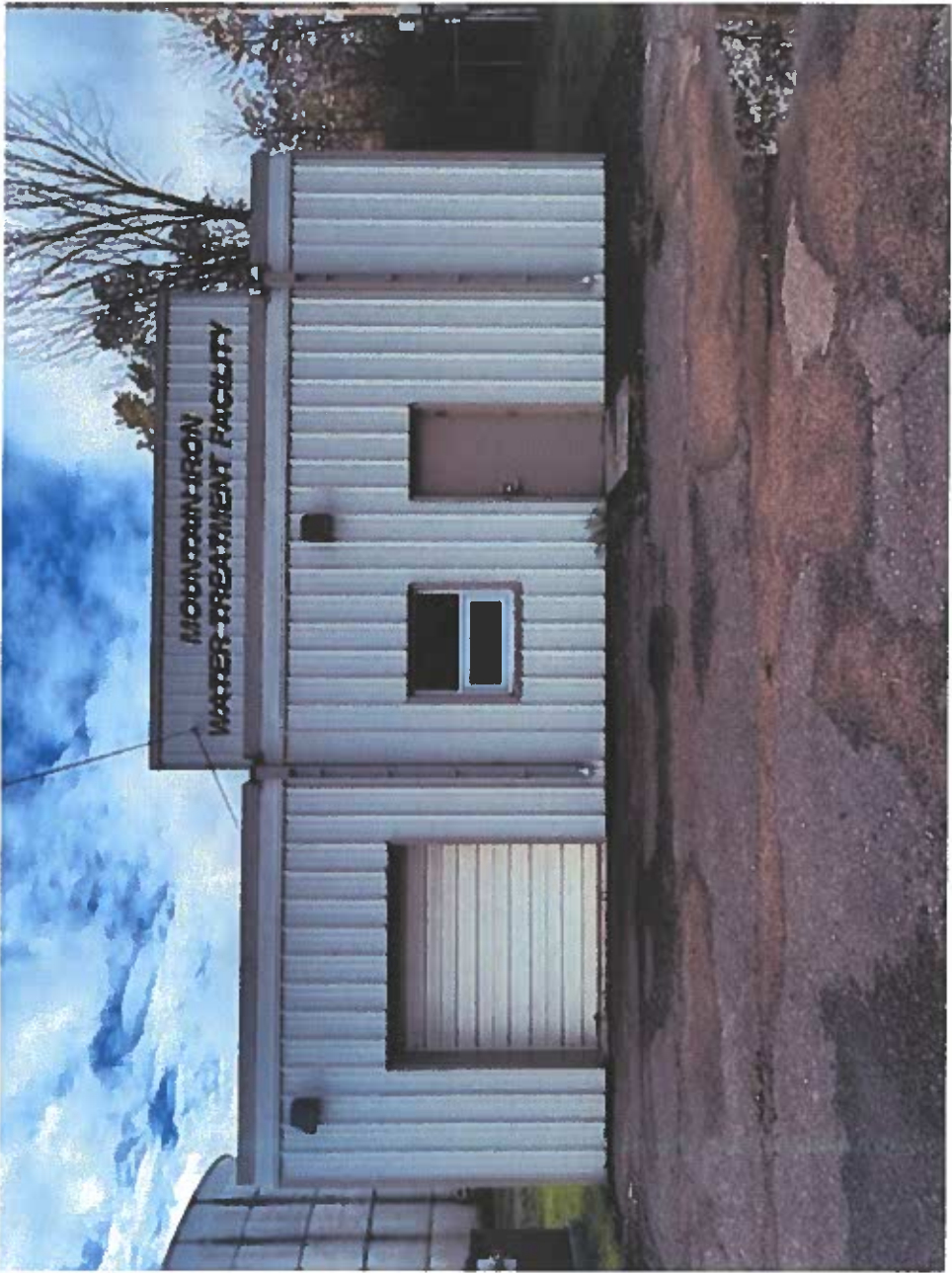
CLIENT: CITY OF MT IRON

JOB: WATER TREATMENT FACILITY SIGN

DATE: 12/7/2023

9" FLAT CUT BLACK ACRYLIC LETTERS FASTENED TO 2" ALUMINUM CHANNELS FOR SECURING TO THE BUILDING, WILL BE PAINTED TO MATCH EXISTING SIDING.....\$6,950.00

INCLUDES INSTALLATION.



Mountain Iron Public Library

Monthly Report

November 2023

Circulation

Items checked out: 1,506 Items checked in: 1,483

Total Circulation of materials in November: 2,989

Attendance:

Adults: 361 Youth: 144 Patrons in November: 505

Special Events/Programs held: 10 (117 participants)

Reference Desk visits (email, phone, and messenger): 167 Computer Use Sessions: 63

Total Library usage: 622

Events and Activities at the library in November:

November 2nd: Cinnamon Roll Sale/ Pick up

November 6th: Spirit Lake 4H Club meeting

November 8th: Library Board Meeting

November 9th: Homeschool Group

November 14th: Book-to-Movie event

November 15th, 22nd, & 29th: Kids Book Club

November 15th: Iron Range Tykes visit

November 16th: Home Daycare story times

November 17th: Young Reader Story Time

November 28th: FOL Meeting

Upcoming Library/ City Events

December 4th: ALS Training

December 4th: Spirit Lake 4H Club

December 6th: ALS Compass Meeting

December 6th & 13th: Kids Book Club

December 12th: ALS Training

December 12th: Book-to-Movie events

December 13th: Library Board Meeting

December 14th: HEY Homeschool Group/ Home Daycare story times

December 15th: Young Reader Story Times

December 27th: Iron Range Tykes visits

December 15th & 16th: HOLIDAY LIGHTING CONTEST/ SANTA VISIT (MIFD)

January 2nd – February 29th: WINTER READING PROGRAM



4TH ANNUAL

Holiday

LIGHTING TOUR

DECEMBER 15TH & 16TH, 2023
AFTER DARK - 9:00PM

**BUHL/ GREAT SCOTT
TOWNSHIP/ KINNEY &
MOUNTAIN IRON
COMMUNITIES**

Events are scheduled in each
community to celebrate the holiday
season together!

See separate flyers.

A Tour List will be made available to
the public.

JUDGES WILL BE OUT BOTH
EVENINGS. DRIVE AROUND
AND CHOOSE YOUR
FAVORITES!



Member FDIC



b2.bank

FDIC 800.875.7000

Holiday Lighting Contest – December 15th & 16th, 2023

TOUR OF HOMES

BUHL

109 Grant Street, Buhl

419 Culver Avenue, Buhl

407 Culver Avenue, Buhl

601 Frantz Street, Buhl

401 Memorial Drive, Buhl

GREAT SCOTT TOWNSHIP/ KINNEY

503 Spruce Avenue, Kinney

512 ½ Basswood Avenue, Kinney

Old Downtown Mountain Iron

8892 Locomotive Street, Mountain Iron

South Grove:

8765 Merritt Place, Mountain Iron

8775 Merritt Place, Mountain Iron

8770 Greenwood Lane, Mountain Iron

8794 Forest Drive, Mountain Iron

4863 Butler Road, rural Mountain Iron

West Virginia/ Ann's Acres:

8388 Gardenia Street, Virginia (West)

5475 Carnation Avenue, Virginia (West)



Mountain Iron Fire Department

November 27, 2023

City of Mountain Iron Health and Safety Board

Board Members:

I, Chief Madden, am formally requesting the board consider an hourly pay increase for the Mountain Iron Paid on Call Fire Department. It is unknown the last time the Department hourly rate was increased.

The Department's PERA account has been solvent for a number of years and has required no contribution from the City. Additionally, the training requirements and demands on our firefighters have, and continue to, increase.

Other area departments have recently increased hourly rates, some to as high as \$20/hr. I request the Board's and City Council's consideration of an increase from the current \$12/hr. to \$15/hr. effective the first full pay period of 2024.

Based upon call volumes trends, response rates and average training participation, I project this increase to cost the City approximately \$10,000 to \$11,000 per year. I have made provisions for this increase within the Department's 2024 Budget Proposal submitted to for the COW meeting scheduled for November 28, 2023.

If this proposal is not considered, or not advanced, the 2024 FD payroll and training payroll budget line items may be reduced accordingly.

Thank you for your consideration of this proposal.

Regards,

A handwritten signature in blue ink, appearing to read "Mark Madden", is written over a light blue horizontal line.

Mark Madden

Fire Chief

Mountain Iron Fire Department

Mobile (218) 750-8488

mmadden@ci.mountain-iron.mn.us

CITY OF MOUNTAIN IRON

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

Name of Owner: ERATS Signature of Owner: [Signature]
 Address: 8541 Park Ridge Dr. Date: 11/12/23

Legal Description:

Section: — Township: — Range: — Lot: 0002 Block: 001 Parcel Code: 1750047-00010

Description: see attached for full description

Description of Proposed Use for CONDITIONAL USE PERMIT:

Shipping container for temporary storage of shop equipment: furniture

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

ERATS' affiliated building company owns adjoining land west of container
 Statement as to how proposed use is to be designed, arranged, and operated in order to permit development and use of neighboring property.

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

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

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

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Application Submitted	<u>submitted</u>	<u>11/02</u>	<u>[Signature]</u>
Application Paid	<u>rcpt. # 6.02042</u>	<u>11/02</u>	<u>[Signature]</u>
Zoning Administrator Review	<u>reviewed</u>	<u>11/06</u>	<u>[Signature]</u>
Public Hearing Set	<u>hearing set 11/27</u>	<u>11/07</u>	<u>[Signature]</u>
Hearing Notice Published	<u>published in HTF</u>	<u>11/10</u>	<u>[Signature]</u>
Planning & Zoning Recommendation (Board of Adjustment and Appeals Rec.)	<u>approved</u>	<u>11/27</u>	<u>[Signature]</u>
City Council Action			
Filed with County Recorder			

Conditions Attached _____

Mountain Iron Planning and Zoning Commission

November 27, 2023

Chairperson Jim Techar called the meeting to order at 6:30 p.m. with the following members present: Margaret Soyring, Al Stanaway, Lauren Buffetta, Barb Fivecoate, Mayor Peggy Anderson and Jerry Kujala, Zoning Administrator. Absent members: Steve Hunt

It was moved by Buffetta and seconded by Stanaway to accept the minutes of the November 13, 2023, meeting with the correction: **that Fivecoate was present**. The motion carried with Hunter absent.

- During the Public Forum Ed Roskoski gave his opinion that the change to Ordinance 154 will cause a lot of problems.

It was moved by Fivecoate and seconded by Buffetta to close the regular meeting and open the public hearing. The motion carried with Hunter absent.

The purpose of the public hearing is to consider a request made by ERATS, for a Conditional Use (CUP) permit. The CUP is for the use of a shipping container to be used as an accessory structure.

The property is legally described as follows:

Parcel Code: 175-0071-01217

Plat Name: MT IRON Section: 13 Township: 58 Range: 18 Lot: - Block: -

Description: That part of SE1/4 of NE1/4, described as follows: Assuming the south boundary line of said SE1/4 of NE1/4 to have a bearing of S80deg29'42"W AND beginning at the Southeast corner of said SE1/4 of NE1/4; thence S80deg29'42"W along said south boundary line for a distance of 458.31 feet to a point on the Easterly right of way line of the Duluth Winnipeg and Pacific Railroad right of way; thence N12deg37'09"W along said right of way for a distance of 577.89 feet to a point; thence N75deg55'05"E for a distance of 413.52 feet to a point on the Westerly right of way line of State Trunk Highway No. 53; thence Southeasterly along said right of way on a simple curve concave to the Northeast which has a tangent bearing of N60deg32'44"W and a central angle of 8deg52'19" and a radius of 1402.31 feet for a distance of 218.67 feet to a point on the easterly boundary line of said SE1/4 of NE1/4; thence S07deg43'49"E for a distance of 411.19 feet to the point of beginning, EXCEPT that part described as follows: Assuming the south boundary line of said SE1/4 of NE1/4 to have a bearing of S80deg29'42"W and starting at the Southeast corner of said SE1/4 of NE1/4; thence S80deg29'42"W along said south boundary line for a distance of 458.31 feet to a point on the East right of way line of the Duluth Winnipeg and Pacific Railroad; thence N12deg37'09"W along said right of way for a distance of 577.89 feet; thence N75deg55'05"E 292.27 feet; thence S14deg04'55"E, 45 feet to the point of beginning of the parcel to be described; thence continue S14deg04'55"E, 125 feet; thence N75deg55'05"E, 115.76 feet; thence N32deg11'22"W, 82.93 feet; thence Northwesterly 84.08 feet along a tangential curve concave to the Southwest with a radius of 67 feet and a central angle of 71deg54'05"; thence S75deg54'33"W tangent to said curve 26.30 feet to the point of beginning.

Address: 5465 Mountain Iron Drive, Virginia (Mountain Iron), MN 55768

- Two ERATS employees were present asking questions as to where the container can be placed and the timeline for moving it.

It was moved by Fivecoate and seconded by Buffetta to adjourn the public hearing and resume the regular meeting. The motion carried with Hunter absent.

It was moved by Soyring and seconded by Buffetta to recommend to the City Council to issue the CUP with the condition that the container be moved to the north or west of the building and painted an earth tone color when weather permits in the Spring. The motion carried with Hunter absent.

Zoning Administrator:

- Reported that there is still no update to the legal action against the property owner on Admiral Road

At 7:08p.m., it was moved by Fivecoate and seconded by Stanaway that the meeting be adjourned. The motion carried with Hunter absent.

Respectfully submitted by:

Margaret Soyring, Secretary

CITY OF MOUNTAIN IRON



CONDITIONAL USE PERMIT



VARIANCE APPLICATION

Name of Owner: Scott McDermin Signature of Owner: Scott McDermin
 Address: 5194 Marble Ave Date: 11-14-2023
Mountain View 557608

LEGAL DESCRIPTION DETAILS

PARCEL ID: 175-0020-00590

PLAT NAME: MERRITTS 1ST ADDITION TO MOUNTAIN IRON

SECTION: - TOWNSHIP: - RANGE: - LOT: - BLOCK: 005

DESCRIPTION: LOT 1 EX NLY 8 FT AND ALL OF LOTS 2 3 AND 4

Description of Proposed Use for CONDITIONAL USE PERMIT:

Demolish 6'x26' SHED ON SOUTHSIDE OF GARAGE.
ADD A 12'x26' NEW SHED TO SOUTHSIDE OF GARAGE

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

HOME IMPROVEMENT

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

STORAGE SHED

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

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

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

OFFICE USE ONLY

ITEM	ACTION	DATE	INITIAL
Application Submitted	<u>submitted</u>	<u>11/16</u>	<u>[Signature]</u>
Application Paid	<u>paid rpt.#6020186</u>	<u>11/16</u>	<u>[Signature]</u>
Zoning Administrator Review	<u>reviewed</u>	<u>11/17</u>	<u>[Signature]</u>
Public Hearing Set	<u>date set for 12/11</u>	<u>11/17</u>	<u>[Signature]</u>
Hearing Notice Published	<u>published in HTF</u>	<u>11/24</u>	<u>[Signature]</u>
Planning & Zoning Recommendation (Board of Adjustment and Appeals Rec.)	<u>approved</u>	<u>12/11</u>	<u>[Signature]</u>
City Council Action			
Filed with County Recorder			

Conditions Attached _____

Mountain Iron Planning and Zoning Commission

December 11, 2023

Chairperson Jim Techar called the meeting to order at 6:30 p.m. with the following members present: Margaret Soyering, Lauren Buffetta, Barb Fivecoate, Mayor Peggy Anderson and Jerry Kujala, Zoning Administrator. Absent members: Steve Hunter and Al Stanaway.

It was moved by Fivecoate and seconded by Buffetta to accept the minutes of the November 27, 2023, meeting with the correction: **that the storage container at ERATS be moved to the North or East.** The motion carried with Hunter and Stanaway absent.

It was moved by Fivecoate and seconded by Soyering to close the regular meeting and open the public hearing. The motion carried with Hunter and Stanaway absent.

The purpose of the public hearing is to consider a request made by Scott McDermid for a Conditional Use (CUP) and Variance permit. The CUP is for installation of a garage that is over 900 square feet and the Variance permit is for the construction of a building over 15 feet high.

The property is legally described as follows:

Parcel Code: 175-0020-00590

PLAT NAME: MERRITTS 1ST 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

- Scott McDermid was in attendance and stated that he didn't need a variance as the garage is not more than 15 feet high, doesn't know why that was included.

It was moved by Soyering and seconded by Fivecoate to adjourn the public hearing and resume the regular meeting. The motion carried with Hunter and Stanaway absent.

It was moved by Soyering and seconded by Fivecoate to close the regular meeting and open the public hearing. The motion carried with Hunter and Stanaway absent.

The purpose of the public hearing is to consider a request made by Plaza 53 LLC, for a Conditional Use (CUP) Permit. The CUP is the use of a shipping container to be used as an accessory structure.

The property is legally described as follows:

Parcel Code: 175-0071-01217

Plat Name: MT IRON **Section: 13 Township: 58 Range: 18 Lot: - Block: -**

Description: That part of SE1/4 of NE1/4, described as follows: Assuming the south boundary line of said SE1/4 of NE1/4 to have a bearing of S80deg29'42"W AND beginning at the Southeast corner of said SE1/4 of NE1/4; thence S80deg29'42"W along said south boundary line for a distance of 458.31 feet to a point on the Easterly right of way line of the Duluth Winnipeg and Pacific Railroad right of way; thence N12deg37'09"W along said right of way for a distance of 577.89 feet to a point; thence N75deg55'05"E for a distance of 413.52 feet to a point on the Westerly right of way line of State Trunk Highway No. 53; thence Southeasterly along said right of way on a simple curve concave to the Northeast which has a tangent bearing of N60deg32'44"W and a central angle of

8deg52'19" and a radius of 1402.31 feet for a distance of 218.67 feet to a point on the easterly boundary line of said SE1/4 of NE1/4; thence S07deg43'49"E for a distance of 411.19 feet to the point of beginning, EXCEPT that part described as follows: Assuming the south boundary line of said SE1/4 of NE1/4 to have a bearing of S80deg29'42"W and starting at the Southeast corner of said SE1/4 of NE1/4; thence S80deg29'42"W along said south boundary line for a distance of 458.31 feet to a point on the East right of way line of the Duluth Winnipeg and Pacific Railroad; thence N12deg37'09"W along said right of way for a distance of 577.89 feet; thence N75deg55'05"E 292.27 feet; thence S14deg04'55"E, 45 feet to the point of beginning of the parcel to be described; thence continue S14deg04'55"E, 125 feet; thence N75deg55'05"E, 115.76 feet; thence N32deg11'22"W, 82.93 feet; thence Northwesterly 84.08 feet along a tangential curve concave to the Southwest with a radius of 67 feet and a central angle of 71deg54'05"; thence S75deg54'33"W tangent to said curve 26.30 feet to the point of beginning.

Address: 5465 Mountain Iron Drive, Virginia (Mountain Iron) MN 55792

It was moved by Soyring and seconded by Buffetta to suspend the hearing until more information can be obtained and reopen the regular meeting. The motion carried with Hunter and Stanaway absent.

Zoning Administrator:

- Reported that the storage container at Lake Country Power is used to store supplies and taken to job sites when order is complete
- Sandvik will be applying for a CUP for the storage container they have currently on their property

It was moved by Soyring and seconded by Fivecoate to recommend to the City Council to grant the Conditional Use permit (CUP) for Scott McDermid. The motion carried with Hunter and Stanaway absent.

At 7:22p.m., it was moved by Fivecoate and seconded by Fivecoate that the meeting be adjourned. The motion carried with Hunter and Stanaway absent.

Respectfully submitted by:

Margaret Soyring, Secretary

COUNCIL LETTER 121823-VIA

ADMINISTRATION

RESOLUTION 23-23

DATE: December 14, 2023

FROM: Craig J. Wainio
City Administrator

Resolution Number 23-23 calls for bids for the drainage improvement project located near the water treatment plant and is funded through grants from the IRRRB and CDBG.



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 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 18th DAY OF DECEMBER, 2023.

Mayor Peggy Anderson

ATTEST:

City Administrator



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 24-23

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a Resolution of the City Council adopted the 16th 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 4th 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 16th 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 18th DAY OF DECEMBER, 2023.

Mayor Peggy Anderson

ATTEST:

City Administrator



MIB BASKETBALL

There's nothing more important than fostering our local sports teams on the Iron Range. Teams like the MIB Rangers provide students grades K-12 a safe place to get physically active and make connections with their peers but we wouldn't be able to keep serving our players without important partners like YOU!

Please consider being a part of the MIB Ranger Basketball Family by sponsoring our Girls and Boys teams for the upcoming basketball season.

Platinum Sponsor \$750 +

- All perks listed under Gold, Silver & Bronze Levels
- * Promote your business at halftime of a game of your choice
- * Verbal In-Depth Promotion Announcement at 5 games
- Team Picture with Sponsorship Level & Year (Collector Item)

Gold \$500-\$749

- All perks listed under Silver & Bronze Levels
- Sponsorship recognition sticker
- Verbal promotion at all Boy's and Girl's home games
- Electronic recognition on gymnasium video board (Logo can be included)

Silver \$250 - \$499

- All perks listed under Bronze Level
- Social Media Promotion throughout the season

Bronze \$100 - \$249

- Game program advertisement at all Boy's and Girl's home games

Checks Payable to: MIB Hoops Club

MIB Hoops Club
c/o: Dawn Savelle
8392 Tamarack Drive
Mt. Iron, MN 55768

** Please expect contact from the MIB Hoops Club to coordinate your promotion perks, if applicable*



STAY INFORMED!



Park Ridge Dr/ Rock Ridge Dr

Sidewalk/Roadway
Lighting Project





Public Works
4787 Midway Road
Duluth, MN 55811

Join us for a Public Meeting



Mountain Iron Community Center
8586 Enterprise Dr S, Mountain Iron, 55768



Monday, January 8, 2024



6 PM

*Come check out the plans for adding a
sidewalk and lighting to Park Ridge Drive and Rock
Ridge Drive!*

Questions? Contact:

Vic Lund, PE, PTOE

Project Engineer

📞 218-625-3873



lundv@stlouiscountymn.gov



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