



**MOUNTAIN IRON  
CITY COUNCIL  
MEETING**

**MONDAY, APRIL 1, 2024**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER  
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
MOUNTAIN IRON ROOM  
MONDAY, APRIL 1, 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 March 18, 2024, Regular Meeting (#1-10)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications
- IV. Public Forum
  - A. Georgia Lane – Arrowhead Agency on Aging
- V. Committee and Staff Reports
  - A. Mayor’s Report
  - B. City Administrator’s Report
    - 1. Liability Coverage Waiver (#11)
  - C. Director of Public Work’s Report
  - D. Library Director/Special Events Coordinator’s Report (#12-13)
    - 1. Temporary Short-Term Employee (#12)
  - E. City Engineer’s Report
    - 1. Pay Request Number 7 – Well Project (#14-16)
  - F. Fire Departments Report (#17-18)
  - G. Sheriff’s Department Report
  - H. Liaison Reports
- VI. Unfinished Business
- VII. New Business
- VIII. Communications
- IX. Announcements
- X. Adjourn

# Page Number in Packet  
\*Enclosed

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
March 18, 2024

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., and Mayor Peggy Anderson. Also, present were: Tim Satrang, Director of Public Works; Anna Amundson, Library Director/Special Events Coordinator; Amanda Inmon, Municipal Services Secretary; Al Johnson, City Engineer; and Bryan Lindsay, City Attorney. Absent members: Councilor Julie Buria

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

1. Approve the minutes of the March 4, 2024, 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 Marc 1-15, \$361,598.72 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period March 1-15, totaling \$505,599.01 (a list is attached and made a part of these minutes).

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

It was moved by Roskoski to amend the motion, to remove the Parts City/Champion Auto bills in the amount of \$1,136.00 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:

- Sexual Assault Awareness month is intended to bring awareness to the fact that sexual violence is widespread and is a public health concern for individuals, families, community members and communities as a whole.
  - Child sexual abuse/exploitation, rape and sexual harassment impact all communities as seen by the national statistics
  - Within the fiscal year of 2023, our local Sexual Assault Program has worked with 464 primary and secondary crime victims of sexual violence who reside in our communities. The Program has provided more than 17,650 documented trauma and victim-focused advocacy services with these crime victims
  - The Sexual Assault Program of Northern St. Louis County encourages every person to speak out when witnessing acts of violence, however small; and to help survivors connect with community allies

Mayor Anderson issued a proclamation with Council Prebeg supporting, declaring April 2024 as Sexual Assault Awareness Month. The motion carried with Councilor Buria absent.

Director of Public Works:

- Utility Advisory Board meeting, Tuesday, March 19<sup>th</sup> @ 4:00pm

Library Director/Special Events Coordinator:

- 39<sup>th</sup> Annual Easter Egg Hunt
  - Saturday, March 30<sup>th</sup> @ noon
  - Mountain Iron-Buhl Elementary School grounds
- Annual City-wide Garage sale
  - Friday, May 17<sup>th</sup> – Saturday, May 18<sup>th</sup>
  - To register contact Anna @ the Library

City Engineer:

- No formal report
- Congratulations the MIB Girls Basketball team on their runner-up finish at State

City Attorney:

- No formal report
- In contact with owner at Oriole Avenue, owner expressed desire to work with City

It was moved by Prebeg and seconded by Stanaway to approve Resolution #03-24; Calling Public Hearing on the Modification of Development District No. 1 and the Establishment of Tax Increment Financing (Housing) District No. 1-18 (a copy is attached and made a part of these minutes). The motion carried with Councilor Buria absent and Councilor Roskoski abstaining.

It was moved by Prebeg and seconded by Stanaway to approve Resolution #04-24; Calling Public Hearing on the Modification of Development District No. 1 and the Establishment of Tax Increment Financing (Economic Development) District No. 1-17 (a copy is attached and made a part of these minutes). The motion carried with Councilor Buria absent.

It was moved by Stanaway and seconded by Roskoski to approve Resolution #05-24; Ordering Improvement and Preparation of Plans (a copy is attached and made a part of these minutes). The motion carried with Councilor Buria absent.

It was moved by Prebeg and seconded by Stanaway to authorize the Soroptimist of Virginia a Temporary On-sale Liquor License, for their event to be held on April 17<sup>th</sup> at the Cinema 6 Movie Theatre. The motion carried with Councilor Buria absent.

Announcements:

- Mountain Iron Merritt Days scheduled - August 5<sup>th</sup> – August 10<sup>th</sup>
- Congratulations to the Mountain Iron-Buhl Girls and Boys Basketball teams

At 6:51p.m., it was moved by Stanaway and seconded by Prebeg that the meeting be adjourned. The motion carried with Councilor Buria absent (Yes: Stanaway, Prebeg and Anderson; No: Roskoski).

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	400.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	200.00
FINES	CRIMINAL	101-35-5100-000	516.53
METER DEPOSITS	ELECTRIC	604-22000	850.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	10.00
MISCELLANEOUS	BC/BS - MEDICA PAYABLE	101-21709	63,842.93
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	1,955.00
MISCELLANEOUS	LIBRARY-MISC. INCOME	101-45-1501-217	600.00
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	101-36-6200-090	25.00
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	5.69
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	101-21710	282.86
PERMITS	BUILDING	101-32-2100-000	172.65
UTILITY	UTILITY	001-11105	292,738.06
Grand Totals:			<u>361,598.72</u>

Report Criteria:

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
03/24	03/18/2024	160313	1848	SHARI FRUECHTE	101-20200	200.00	V
03/24	03/15/2024	160326	130011	UNITED STATES POSTAL SERVICE	601-20200	635.39	
03/24	03/19/2024	160327	10056	A T & T MOBILITY	101-20200	1,410.68	
03/24	03/19/2024	160328	10012	ABE ENVIRONMENTAL SYSTEMS, INC	101-20200	556.36	
03/24	03/19/2024	160329	1851	AMY RAYMOND	101-20200	200.00	
03/24	03/19/2024	160330	10053	ANDREW'S CAMERAS	101-20200	93.69	
03/24	03/19/2024	160331	130194	ASCENDANCE TRUCKS CENTRAL, LLC	101-20200	60.14	
03/24	03/19/2024	160332	10042	AUTO VALUE VIRGINIA	101-20200	436.78	
03/24	03/19/2024	160333	20022	BENCHMARK ENGINEERING INC	601-20200	8,808.75	
03/24	03/19/2024	160334	30055	BTAC ACQUISITION CORP.	101-20200	1,472.20	
03/24	03/19/2024	160335	30084	CARDMEMBER SERVICE	603-20200	7,035.14	
03/24	03/19/2024	160336	170001	CENTURY LINK	602-20200	293.05	
03/24	03/19/2024	160337	30016	CHAMPION AUTO	101-20200	982.63	
03/24	03/19/2024	160338	140013	CORE & MAIN LP	601-20200	1,640.91	
03/24	03/19/2024	160339	1901024	CTC	101-20200	541.02	
03/24	03/19/2024	160340	1667	DEREK SCHREIBER	604-20200	103.96	
03/24	03/19/2024	160341	1849	DOUGLAS BLAKE	101-20200	100.00	
03/24	03/19/2024	160342	60029	FERGUSON ENTERPRISES INC	101-20200	230.17	
03/24	03/19/2024	160343	1218	FLOOR TO CEILING STORE	301-20200	3,422.83	
03/24	03/19/2024	160344	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60	
03/24	03/19/2024	160345	80022	HAWKINS INC	602-20200	1,250.82	
03/24	03/19/2024	160346	210009	HD SUPPLY INC.	601-20200	253.94	
03/24	03/19/2024	160347	80037	HOMETOWN MEDIA PARTNERS	101-20200	230.74	
03/24	03/20/2024	160348	1590	JENNAH BRISTOL	604-20200	.00	V
03/24	03/19/2024	160349	120006	L & M SUPPLY	101-20200	2,474.58	
03/24	03/19/2024	160350	120002	LAWSON PRODUCTS INC	101-20200	134.48	
03/24	03/19/2024	160351	130030	MACQUEEN EQUIPMENT	603-20200	228.24	
03/24	03/19/2024	160352	112	MICHELLE CLAVITER-TVEIT	101-20200	200.00	
03/24	03/19/2024	160353	110035	MIDWEST COMMUNICATIONS	101-20200	275.00	
03/24	03/19/2024	160354	140026	MINNESOTA ENERGY RESOURCES	602-20200	3,881.41	
03/24	03/19/2024	160355	130009	MINNESOTA POWER (ALLETE INC)	101-20200	200.00	
03/24	03/19/2024	160356	130009	MINNESOTA POWER (ALLETE INC)	604-20200	190,474.15	
03/24	03/19/2024	160357	130016	MODERN MARKETING	101-20200	672.53	
03/24	03/19/2024	160358	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	16,079.44	
03/24	03/19/2024	160359	30001	NAPA AUTO PARTS	603-20200	119.99	
03/24	03/19/2024	160360	9040	NORTH COUNTRY CHEVROLET BUICK GMC	301-20200	50,464.48	
03/24	03/19/2024	160361	140004	NORTHERN ENGINE & SUPPLY INC	603-20200	58.20	
03/24	03/19/2024	160362	1850	OLVIA BROOKSHIRE	101-20200	100.00	
03/24	03/19/2024	160363	1669	PAUL BURIA	604-20200	151.50	
03/24	03/19/2024	160364	160057	PHIL'S GARAGE DOOR SERVICE	602-20200	297.50	
03/24	03/19/2024	160365	180023	POHAKI LUMBER	101-20200	65.93	
03/24	03/19/2024	160366	170007	QUILL CORPORATION	101-20200	130.75	
03/24	03/19/2024	160367	180012	RESCO	101-20200	5,141.40	
03/24	03/19/2024	160368	1848	RESOURCE TRAINING & SOLUTIONS	101-20200	200.00	
03/24	03/19/2024	160369	180046	RETROFIT RECYCLING COMPANIES, INC.	602-20200	1,576.72	
03/24	03/19/2024	160370	180006	RMB ENVIRONMENTAL LABORATORIES	602-20200	772.26	
03/24	03/19/2024	160371	1670	ROSS ASHBURN	604-20200	350.00	
03/24	03/19/2024	160372	200003	TACONITE TIRE SERVICE	604-20200	115.45	
03/24	03/19/2024	160373	130021	THE TOOL CHEST INC.	101-20200	179.99	
03/24	03/19/2024	160374	1668	TONI FLECK	604-20200	131.67	
03/24	03/19/2024	160375	30072	VC3	101-20200	4,387.79	
03/24	03/19/2024	160376	220020	VISA OR PARK STATE BANK CC PMT	101-20200	1,185.74	
03/24	03/19/2024	160377	230043	WISCONSIN CENTRAL	601-20200	250.00	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/24	03/19/2024	160378	240001	XEROX CORPORATION	101-20200	529.74
03/24	03/19/2024	160379	260001	ZIEGLER INC	101-20200	717.94
03/24	03/20/2024	160380	120014	LUNDGREN MOTORS	301-20200	60,961.40
Grand Totals:						372,156.08
PP-Ending 03/15						133,442.93
<b>TOTAL EXPENDITURES</b>						<b>\$505,599.01</b>





# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

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8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

## RESOLUTION NUMBER 03-24

### CALLING PUBLIC HEARING ON THE MODIFICATION OF DEVELOPMENT DISTRICT NO. 1 AND THE ESTABLISHMENT OF TAX INCREMENT FINANCING (HOUSING) DISTRICT NO. 1-18

BE IT RESOLVED by the City Council (the "Council") of the City of Mountain Iron, Minnesota (the "City"), as follows:

1) Public Hearing. The Council shall meet on Monday, May 6, 2024, at approximately 6:30 p.m., to hold a public hearing on the proposed: (a) modification of the Development Program for Development District No. 1; (b) establishment of Tax Increment Financing (Housing) District No. 1-18 within Development District No. 1; and (c) adoption of a Tax Increment Financing Plan for Tax Increment Financing (Housing) District No. 1-18, pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act"). Notice of Hearing. Filing of Plan. The City Administrator is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published in the City's official newspaper not more than 30 days and not less than 10 days prior to the scheduled hearing date and to place a copy of the proposed Development Program and Tax Increment Financing Plan on file in the Administrator's Office at City Hall and to make such copies available for inspection by the public.

2) Preparation and Distribution of Documents. Northland Securities, Inc. is hereby authorized and directed to prepare modifications to the Development Program and to prepare the Tax Increment Financing Plan. Northland Securities, Inc. is also authorized to distribute proposed documents for review as required by the Act. All documents shall be submitted to the City Administrator for review prior to distribution.

**DULY ADOPTED BY THE CITY COUNCIL THIS 18<sup>th</sup> DAY OF MARCH, 2024.**

ATTEST:

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

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

**EXHIBIT A**

**CITY OF MOUNTAIN IRON  
COUNTY OF ST. LOUIS  
STATE OF MINNESOTA  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City Council of the City of Mountain Iron, St. Louis County, Minnesota, will hold a public hearing on May 6, 2024 at 6:30 p.m., at the City Hall, in the City of Mountain Iron, Minnesota, relating to the proposed (a) modification of the Development Program for Development District No. 1; (b) establishment of Tax Increment Financing (Housing) District No. 1-18 within Development District No. 1; and (c) adoption of a Tax Increment Financing Plan for Tax Increment Financing (Housing) District No. 1-18, pursuant to Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended. Copies of the Development Program and Tax Increment Financing Plan as proposed to be adopted, will be on file and available for public inspection at the office of the City Administrator at City Hall.

The property included in Development District No. 1 is described in the Development Program on file in the office of the City Administrator. The property proposed to be included in Tax Increment Financing (Housing) District No. 1-18 is described in the Tax Increment Financing Plan on file in the office of the City Administrator.

The boundaries of Development District No. 1 and the Tax Increment Financing (Housing) District No. 1-18 are shown in the map below:

*[INSERT MAP of Development District No. 1 and Tax Increment Financing (Housing) District No. 18]*

All interested persons may appear at the hearing and present their view orally or in writing.

Dated: March 18, 2024.

BY ORDER OF THE CITY COUNCIL

/s/ \_\_\_\_\_

City Administrator

[Publish \_\_\_\_\_, 2024]



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## RESOLUTION NUMBER 04-24

### CALLING PUBLIC HEARING ON THE MODIFICATION OF DEVELOPMENT DISTRICT NO. 1 AND THE ESTABLISHMENT OF TAX INCREMENT FINANCING (ECONOMIC DEVELOPMENT) DISTRICT NO. 1-17

**BE IT RESOLVED** by the City Council (the "Council") of the City of Mountain Iron, Minnesota (the "City"), as follows:

1) Public Hearing. The Council shall meet on Monday, May 6, 2024, at approximately 6:30 p.m., to hold a public hearing on the proposed: (a) modification of the Development Program for Development District No. 1; (b) establishment of Tax Increment Financing (Economic Development) District No. 1-17 within Development District No. 1; and (c) adoption of a Tax Increment Financing Plan for Tax Increment Financing (Economic Development) District No. 1-17, pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act").

2) Notice of Hearing. Filing of Plan. The City Administrator is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published in the City's official newspaper not more than 30 days and not less than 10 days prior to the scheduled hearing date and to place a copy of the proposed Development Program and Tax Increment Financing Plan on file in the Administrator's Office at City Hall and to make such copies available for inspection by the public.

3) Preparation and Distribution of Documents. Northland Securities, Inc. is hereby authorized and directed to prepare modifications to the Development Program and to prepare the Tax Increment Financing Plan. Northland Securities, Inc. is also authorized to distribute proposed documents for review as required by the Act. All documents shall be submitted to the City Administrator for review prior to distribution.

**DULY ADOPTED BY THE CITY COUNCIL THIS 18<sup>th</sup> DAY OF MARCH, 2024.**

ATTEST:

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

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



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 05-24

### ORDERING IMPROVEMENT AND PREPARATION OF PLANS

**WHEREAS**, Resolution Number 20-23 was adopted by the City Council on the 20<sup>th</sup> day of November, 2023, applying for an IRRRB Grant for the proposed Enterprise Drive Northeast Extension Project, and

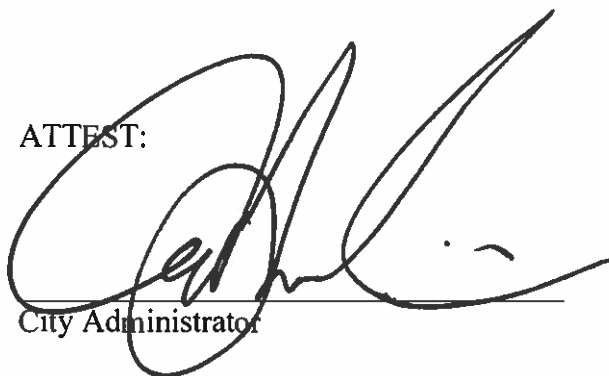
**WHEREAS**, the City of Mountain Iron was awarded funding under the IRRRB Community Infrastructure program for the Enterprise Drive Northeast Extension Project.

**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 IRRRB Grant application.
2. Such improvement is hereby ordered as outlined in the IRRRB Grant application.
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 MARCH, 2024.**

ATTEST:



City Administrator



Mayor Peggy Anderson

### LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

---

LMCIT Member Name: \_\_\_\_\_

*Check one:*

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

**COUNCIL LETTER VD1**

**LIBRARY DIRECTOR**

**SEASONAL EMPLOYEES**

Date: 03/26/2024

From: Anna Amundson

RE: Seasonal Employees

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The Library Director is recommending that the City hire the following individual at the Library for seasonal employment through June 2024:

JORDAN ZUBICH

Mountain Iron Public Library

Monthly Report

February 2024

**Circulation**

Items checked out: 1,782    Items checked in: 1,638

Total Circulation of materials in February: 3,420

**Attendance:**

Adults: 395    Youth: 185    Patrons in February: 580

Special Events/Programs held: 8 (109 participants)

Reference Desk visits (email, phone, and messenger): 178    Computer Use Sessions: 117

Total Library usage: 689

**Events and Activities at the library in February:**

February 2<sup>nd</sup> & 23<sup>rd</sup>: Young Reader Story Times

February 5<sup>th</sup>: Spirit Lake 4H Club meeting

February 5<sup>th</sup> – 29<sup>th</sup>: Blind Date with a Book

February 14<sup>th</sup>: Kids Book Club Pizza Party

February 21<sup>st</sup> & 28<sup>th</sup>: Kids Book Club

February 16<sup>th</sup>: Reading at Merritt Elementary (I love to read month)

February 21<sup>st</sup> & 28<sup>th</sup>: Iron Range Tykes visits

February 22<sup>nd</sup>: City Council Meeting

February 26<sup>th</sup>: Library Annual Meeting

**Upcoming Events:**

March 1<sup>st</sup>: Dr. Seuss Birthday Party/ Storytime

March 1<sup>st</sup>: Summer Reading Program Kick-off meeting (ALS)

March 4<sup>th</sup> & 18<sup>th</sup>: City Council Meetings

March 6<sup>th</sup>: Northland Foundation FFN Event/ ECFE

March 13<sup>th</sup>: Library Board Meeting

March 20<sup>th</sup>: Iron Range Tykes visit

March 30<sup>th</sup>: EASTER EGG HUNT

March 26, 2024

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

Re: Proposed Well #3  
City of Mountain Iron  
Project No.: MI15-08  
Bid Package 1

Dear Mr. Wainio;

Enclosed please find Pay Request No. 7 for the Proposed Well #3 project in the amount of **\$14,915.00** for approval at your next scheduled City Council meeting. This amount includes withholding 5% retainage on work completed to date. Please refer to the enclosed pay request breakdown for a summary of items completed.

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

Sincerely,  
**Benchmark Engineering, Inc.**

Alan J. Johnson, P.E.

Project Engineer  
Enclosure

Pc: Dennis Peterson, Peterson Well Drilling, Inc.



RECOMMENDATION OF PAYMENT

No. 7

Owner's Project No.: \_\_\_\_\_

Engineer's Project No.: MI15-08

Project: Proposed Well #3

CONTRACTOR: Peterson Well Drilling, Inc., 8554 Spring Park Road, Mountain Iron, MN 55768

For Period Ending: March 26, 2024

To: City of Mountain Iron  
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The application meets the requirements of the Contract Documents for the payment or work completed as of the date of this Application.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

BENCHMARK ENGINEERING, INC.



Dated March 26, 2024

By \_\_\_\_\_

STATEMENT OF WORK

Original Contract Price	\$ <u>324,450.00</u>	Work & Materials to Date	\$ <u>555,660.00</u>
Net Change Orders	\$ <u>220,740.00</u>	Amount Retained (5%)	\$ <u>27,783.00</u>
Current Contract Price	\$ <u>545,190.00</u>	Subtotal	\$ <u>527,877.00</u>
		Previous Payments	\$ <u>512,962.00</u>
		<b>Amount Due this Payment</b>	<b>\$ <u>14,915.00</u></b>



March 26, 2024

Pay Request No. 7  
 NEW MUNICIPALITY WELL  
 PROJECT NO.: MI15-08

PROJECT COSTS		ITEM DESCRIPTION		UNIT		QUANTITY		UNIT COST		ITEM COST		WORK COMPLETED	
ITEM NO.		ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	ITEM COST	Completed to Date	TOTAL COST			Completed to Date	TOTAL COST	
1		MOBILIZATION	LUMP SUM	1	\$19,500.00	\$19,500.00	1.00	\$19,500.00			1.00	\$19,500.00	
2		FURNISH, DRILL & DRIVE 10" CASING	LIN. FT.	100	\$175.00	\$17,500.00	145.00	\$25,375.00			145.00	\$25,375.00	
3		DRILL 10" OPEN HOLE WELL	LIN. FT.	500	\$185.00	\$97,500.00	525.00	\$102,375.00			525.00	\$102,375.00	
4		FURNISH, INSTALL & REMOVE WELL DEV. EQUIPMENT	LUMP SUM	1	\$1,000.00	\$1,000.00	1.00	\$1,000.00			1.00	\$1,000.00	
5		WELL DEVELOPMENT	HOURS	16	\$500.00	\$8,000.00	16.00	\$8,000.00			16.00	\$8,000.00	
6		CHLORINATE WELL	LUMP SUM	1	\$750.00	\$750.00	1.00	\$750.00			1.00	\$750.00	
7		FURNISH, INSTALL & REMOVE TEST PUMP AND RELATED EQUIPMENT	LUMP SUM	1	\$9,750.00	\$9,750.00	1.00	\$9,750.00			1.00	\$9,750.00	
8		TEST PUMPING	HOURS	36	\$400.00	\$14,400.00	36.00	\$14,400.00			36.00	\$14,400.00	
9		WATER ANALYSIS STD MENU WITH RADIONUCULICIDE	LUMP SUM	1	\$1,500.00	\$1,500.00	1.00	\$1,500.00			1.00	\$1,500.00	
10		VIDEO TAPING	LUMP SUM	1	\$1,500.00	\$1,500.00	1.00	\$1,500.00			1.00	\$1,500.00	
11		GAMMA LOG	LUMP SUM	1	\$1,500.00	\$1,500.00	1.00	\$1,500.00			1.00	\$1,500.00	
12		GUARD POSTS	EACH	4	\$250.00	\$1,000.00	4.00	\$1,000.00			4.00	\$1,000.00	
13		SITE RESTORATION	LUMP SUM	1	\$1,500.00	\$1,500.00	1.00	\$1,500.00			1.00	\$1,500.00	
14		WELL PLUMBENSS & ALIGNMENT TEST	LUMP SUM	1	\$2,500.00	\$2,500.00	1.00	\$2,500.00			1.00	\$2,500.00	
15		DRILL 6" STEEL OBSERVATION WELL	LIN. FT.	600	\$122.00	\$73,200.00	610.00	\$74,420.00			610.00	\$74,420.00	
17		AGGREGATE BASE(CV) CLASS 5	CU. YD.	40	\$25.00	\$1,000.00		\$0.00				\$0.00	
18		PITLESS ADAPTER	EACH	1	\$26,550.00	\$26,550.00	1.00	\$26,550.00			1.00	\$26,550.00	
19		PUMP (SIZE TO BE DETERMINED)	LUMP SUM	1	\$45,800.00	\$45,800.00	1.00	\$45,800.00			1.00	\$45,800.00	
		CO #1	lump sum	1	\$164,875.00	\$164,875.00	1.00	\$164,875.00			1.00	\$164,875.00	
		CO #2	Lump Sum	1	\$50,865.00	\$50,865.00	1.00	\$50,865.00			1.00	\$50,865.00	
		blasting	lump sum	1	5000	5000	1	5000			1	5000	
<b>TOTAL BASE BID: \$545,190.00</b>													
										Constructed TO Date: \$555,660.00 Materials on Site: \$80,965.00 Less Materials used: \$80,965.00 Completed to Date: \$555,660.00 Retainage (5%): \$27,783.00 Subtotal: \$527,877.00 Previous Payments: \$512,962.00 Total Due to Date: \$14,915.00			

## **Fire Department Agenda Items for the Health and Safety Board Meeting**

The Fire Department request approval of the following items by the Health and Safety Board to be forwarded for consideration by City Council.

1. OSHA has adopted the new NFPA Standard eliminating use of firefighter PPE (turnout gear consisting of helmet, boots, bunker pants, jacket) older than 10 years from date of manufacture. The Department has historically utilized older PPE for probationary hires until completion and certification. The department will need to address stock for new hires as well as a consistent replacement plan for established personnel. Considering these items as well as current inventory and its expiration dates, the Department would ask the H&S Board and City Council to consider the following proposal.
  - The Department would like to establish a consistent replacement cycle replacing 1/3 of needed PPE every 5 years. Depending upon roster numbers, this would be 8 to 10 sets of turnout gear per order cycle at a cost of approximately \$5,000 per set.
  - MacQueen Emergency provides financing for up to 5 years at competitive market rates for the purchase of equipment. Payment requirements are lump sum annually.
  - Based upon current inventory, the Department proposes the following conceptual order cycle.
    - Order 1/3 (+/-9) sets late in 2024 to replace gear expiring in 2026.
      - Finance and budget to pay 2025 through 2028 (4 years).
    - Order 1/3 (+/-9) sets late in 2026/early 2027 to replace gear expiring in 2028.
      - Finance and budget to pay 2028 through 2032 (4 years).
    - Order 1/3 (+/-9) sets late in 2031/early 2032 to replace gear expiring in 2033.
      - Finance and budget to pay 2032 through 2036 (4 years).
    - Double payments would be required in 2028 and 2032. Annual payments would be approximately \$10,000 for 9 sets of turnouts at current pricing.
    - Analysis of staff and inventory would be ongoing to work towards a 5-year cycle and establish a consistent annual budget cost.
2. Engine 04 repairs.
  - Repairs were accounted for in the City/Department budget for 2024 per MacQueen Emergency estimate 02003666 for \$17,700.40.
  - The engine is at MacQueen being repaired, limit switches were found to be bad on all chutes and will be replaced as part of this repair minimally increasing the estimated cost.
3. The Department is requesting permission to explore downsizing the current fleet of apparatus. This request would be an authorization to research, in detail, the sale/trade of the units below and replacement cost of both with a more practical and functional single apparatus.
  - Structural Engine 01 is 23 years old and in good condition. This apparatus is used minimally due to it being a single cab and manual transmission. This unit has a ballpark trade/sale value of \$50,000 to +/- \$100,000.

- Brush Truck 10 is 14 years old and in good condition. This apparatus is used minimally due to it being a dedicated wildland apparatus. This unit has also has a ballpark trade/sale value of \$50,000 to +/- \$100,000.
- The Department needs to maintain the capabilities of both these apparatuses, however both needs could be fulfilled by a single unit. A dual-purpose replacement unit with greater functionality (light weight structural engine with wildland capabilities on an F550 chassis) would have a cost of +/- \$350,000. The next size larger Pierce chassis, depending on options, could have a cost up to \$500,000.
- The intent of this item would be to downsize the number of apparatuses, limiting maintenance, insurance, etc. while maintaining Department capabilities.

#### 4. Fire Hall Modifications.

- As a result of the joint services study, it has been known for several years that there are deficiencies in the current fire station. The lack of a venting system and the presence of firefighters' lockers and PPE storage in the truck bays being two significant safety issues.
- There has been a substantial focus on reducing exposure to cancer causing carcinogens within the fire service resulting in the new PPE requirements noted above. The configuration of the current station, consistently exposing PPE and firefighters to exhaust containing carcinogens and CO, doesn't comply with this standard and focus. This is becoming an issue with Department staff and has been brought to the attention of Chief Madden by several of the firefighters. The Department is also aware of isolated cases of possible CO exposure within the station from what is assumed to be unvented exhaust.
- Chief Madden, on several occasions, has requested exploration into facility replacement with minimal results. It is the hope of the Department, that by presenting ideas to reduce the fleet size and provide more fiscally responsible long-term planning, that an open dialogue can be established to discuss the Departments concerns over these items. It is the Departments thought that by potentially reducing the fleet size and minimizing need for truck bay space, the potential would exist to remodel existing station space to limit firefighter and PPE exposure to carcinogens and CO.

5. The City Code 31 /Ordinance 04-22 have been previously modified establishing the Fire Department and First Responders as a single entity. Per 31.008 the Department roster capacity was increased to a maximum of 35, 5 spots reserved for single role first responders. The Department is in the process of revising related policy and procedure to accommodate this update. The Department is requesting guidance regarding the PERA plan, and if or how the plan is to apply to the 5 single role first responder positions. The Department requests this be forwarded to the appropriate Board and/or City personnel for assistance in the development of the appropriate policy updates.