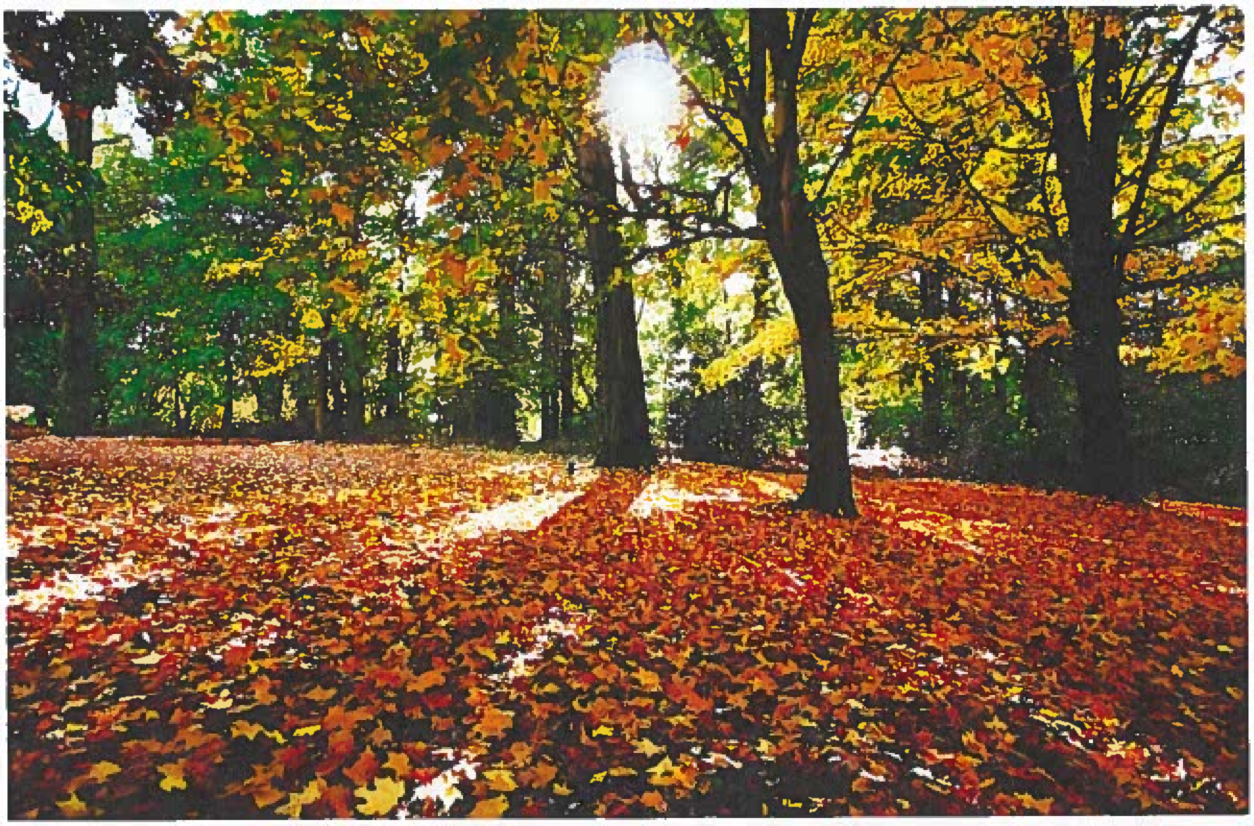

MOUNTAIN IRON CITY COUNCIL MEETING

MONDAY, SEPTEMBER 15, 2025

6:30 P.M.

MOUNTAIN IRON COMMUNITY CENTER

MOUNTAIN IRON ROOM

MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, SEPTEMBER 15, 2025 - 6:30 P.M.
A G E N D A

I. Roll Call

II. Pledge of Allegiance

III. Consent Agenda
   A. Minutes of the September 2, 2025, 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
   C. Director of Public Work's Report
   D. Library Director/Special Events Coordinator's Report (#9)
   E. City Engineer's Report
   F. Sheriff's Department Report
   G. City Attorney's Report
   H. Fire Department's Report
   I. Liaison Reports

VI. Unfinished Business

VII. New Business
   A. Resolution Number 17-25 Preliminary Levy (#10-14)
   B. Resolution Number 18-25 EDA Levy (#15)
   C. Set a Truth-in-Taxation Hearing (#16)
   D. Pay Request – Enterprise Drive South Extension (#17-19)

VIII. Communications

IX. Announcements

X. Adjourn

Page Number in Packet

MINUTES
MOUNTAIN IRON CITY COUNCIL
September 2, 2025

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Ed Roskoski, Bradley Gustafson, Al Stanaway, and Mayor Peggy Anderson. Also, present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Anna Amundson, Library Director/Special Events Coordinator; Amanda Inmon, Municipal Services Secretary; Al Johnson, City Engineer; and Sgt. Grant Toma, Sheriff's Department. Absent members: Councilor Juie Buria.

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

1. Approve the minutes of August 18, 2025, 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 August 16-31, totaling $765,982.72 (a list is attached and made a part of these minutes).

4. To authorize the payments of the bills and payroll for the period August 16-31, totaling $327,469.40 (a list is attached and made a part of these minutes).

The motion carried on roll call vote (No: Roskoski; Yes: Gustafson, Stanaway & Anderson) with Councilor Buria absent.

It was moved by Roskoski to amend the original motion to remove the bills from Parts City/Champion Auto in the amount of $505.00 from the consent agenda for separate consideration. The motion failed.

Public Forum:

- No one spoke during the forum

The Mayor reported on the following:

- No formal report

City Administrator:

- Preliminary levy and budget meetings to come

Director of Public Works:

- Completed road site going to old wells
- Finished expansion of green space at Wolf Park
- City crew members out with crack sealer
- Hydrant flushing and sewer jetting finishing up
- City to host Minnesota Rural Water Association (MWRA) training on Thursday, September 4th

Library Director/Special Events Coordinator:

- Partnered with United Way of Northwestern
  - Served over 700 meals and gave out 70 "Buddy backpacks," throughout the summer
- Merritt Days Committee wrap up meeting
  - Tuesday, September 9th at 5:30pm at the library

City Engineer:

- No report

Sheriff's Department:

- No formal report

It was moved by Stanaway and seconded by Gustafson to approve the Conditional Use (CUP) and Variance permit for Jason & Katie Evans. The Conditional Use is for the installation of a garage that is over 900 square feet, and the Variance is for construction of a building over 15 ft. high. The property is legally described as follows:

Parcel Code: 175-0012-00300
LEGAL DESCRIPTION: Plat Name: ANNS ACRES OF MOUNTAIN IRON; Section:-; Township:-; Range:-; Lot 0030; Block: 001; Description: LOTS 30 and 31, Block 1.
Address: 8349 Spruce Drive, Mountain Iron, MN 55768

The motion carried with Councilor Buria absent.

Liaison:

It was moved by Roskoski that the entire page 11 of September 2, 2025, Mountain Iron City Council meeting packet, with the Giorgi, Fivecoate motion, to this council be highlighted; be either emailed or paper mailed to the City Attorney, Bryan Lindsay, by September 8, 2025. Councilor Roskoski rescinded his motion.

- Councilor Gustafson
  - Community Steps – great event, allowing kids to get socks, shoes & haircuts, big thank you to all the Fire Departments and all those that make it possible
  - US Steel - MPCA sulfate public meeting on August 19th, MPCA public meeting on September 3rd at Iron Trail Events Center
  - Parks & Rec – South Grove Rec Complex update with Bolton & Menk
  - Attended Iron Range Labor Assembly picnic at Olcott park

It was moved by Stanaway and seconded by Gustafson to approve Resolution #14-25; Authorizing the City of Mountain Iron to make application to and accept funds from the Housing Development Grant Program from the Department of IRRR (a copy is attached and made a part of these minutes). The motion carried unanimously on roll call vote with Councilor Buria absent.

It was moved by Gustafson and seconded by Roskoski to approve Resolution #15-25; Authorizing the City of Mountain Iron to make an Application to and accept funds from the Public Works Grant Program from the Department of IRRR (a copy is attached and made a part of these minutes). The motion carried unanimously on roll call vote with Councilor Buria absent.

It was moved by Gustafson and seconded by Stanaway to approve Resolution #16-25; Ordering Improvement and Preparation of Plans (a copy is attached and made a part of these minutes). The motion carried unanimously on roll call vote with Councilor Buria absent.

At 6:50p.m., it was moved by Gustafson and seconded by Roskoski the meeting be adjourned. The motion carried with Councilor Buria absent.

Submitted by:

Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	200.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	25.00
BUILDING RENTALS	SENIOR CENTER	101-36-6200-089	150.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	1,786.53
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	49,322.99
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	101-20803	1,479.60
CAMPGROUND RECEIPTS	PAVILION FEES	101-36-6200-091	1,090.00
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	3,714.38
INTERGOVERNMENTAL REVENUE	GRANTS RECEIVABLE	301-11500	100,000.00
INTERGOVERNMENTAL REVENUE	TACONITE PRODUCTION TAX	101-33-3401-005	331,256.00
METER DEPOSITS	ELECTRIC	604-22000	700.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	10.00
MISCELLANEOUS	BC/BS - MEDICA PAYABLE	101-21709	64,393.14
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	1,915.00
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	101-21710	338.70
PERMITS	BUILDING	101-32-2100-000	345.25
UTILITY	UTILITY	001-11105	209,256.13
Grand Totals:			765,982.72

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/25	09/04/2025	162506	10070	A-1 RENTAL SERVICES INC	101-20200	2,498.00
09/25	09/04/2025	162507	10058	ALEX AIR APPARATUS 2 LLC	101-20200	772.32
09/25	09/04/2025	162508	20070	BOUND TREE MEDICAL LLC	101-20200	1,905.60
09/25	09/04/2025	162509	30016	CHAMPION AUTO	604-20200	505.17
09/25	09/04/2025	162510	30073	COMPENSATION CONSULTANTS, LTD	602-20200	148.00
09/25	09/04/2025	162511	130194	CORPORATE BILLING	603-20200	2,013.18
09/25	09/04/2025	162512	50049	ESSENTIA HEALTH	101-20200	32.00
09/25	09/04/2025	162513	60064	FOLDING CHAIRS & TABLES	101-20200	6,476.00
09/25	09/04/2025	162514	70016	GOPHER STATE ONE CALL INC	604-20200	43.20
09/25	09/04/2025	162515	140059	GREEN FOR LIFE ENVIRONMENTAL	602-20200	100.00
09/25	09/04/2025	162516	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60
09/25	09/04/2025	162517	80001	HILLYARD/HUTCHINSON	101-20200	1,033.29
09/25	09/04/2025	162518	80010	HOMETOWN ELECTRIC	602-20200	307.50
09/25	09/04/2025	162519	80037	HOMETOWN MEDIA PARTNERS	101-20200	449.00
09/25	09/04/2025	162520	10043	IRON RANGE ENGINEERING & CONSULTING	604-20200	1,197.40
09/25	09/04/2025	162521	23004	KEMBLE INCORPORATED	101-20200	8,937.50
09/25	09/04/2025	162522	110040	KNOWINK, LLC.	101-20200	300.00
09/25	09/04/2025	162523	120013	L & L RENTALS INC	101-20200	804.68
09/25	09/04/2025	162524	120032	LAKE COUNTRY POWER	101-20200	210.75
09/25	09/04/2025	162525	120014	LUNDGREN MOTORS	101-20200	26.88
09/25	09/04/2025	162526	130030	MACQUEEN EQUIPMENT	301-20200	1,845.00
09/25	09/04/2025	162527	130006	MESABI HUMANE SOCIETY	101-20200	2,179.16
09/25	09/04/2025	162528	130004	MESABI TRIBUNE	101-20200	1,159.86
09/25	09/04/2025	162529	110035	MIDWEST COMMUNICATIONS	101-20200	880.00
09/25	09/04/2025	162530	130133	MIDWEST PLAYSCAPES INC	101-20200	3,999.05
09/25	09/04/2025	162531	130044	MINNESOTA DEPT OF HEALTH	601-20200	2,276.00
09/25	09/04/2025	162532	130009	MINNESOTA POWER (ALLETE INC)	101-20200	2,825.18
09/25	09/04/2025	162533	130180	MINNESOTA TELECOMMUNICATIONS	101-20200	464.17
09/25	09/04/2025	162534	30001	NAPA AUTO PARTS	603-20200	45.78
09/25	09/04/2025	162535	1901018	NORTH CENTRAL LABORATORIES	101-20200	168.30
09/25	09/04/2025	162536	140052	NORTHEAST SERVICE COOPERATIVE	101-20200	127,561.16
09/25	09/04/2025	162537	140042	NORTHERN DOOR & HARDWARE INC	101-20200	357.82
09/25	09/04/2025	162538	170007	QUILL CORPORATION	101-20200	228.04
09/25	09/04/2025	162539	180008	RADKO IRON & SUPPLY INC	603-20200	472.96
09/25	09/04/2025	162540	180006	RMB ENVIRONMENTAL LABORATORIES	601-20200	295.74
09/25	09/04/2025	162541	190067	ST LOUIS COUNTY AUDITOR	101-20200	35.00
09/25	09/04/2025	162542	190024	ST LOUIS COUNTY SHERIFF	101-20200	47,500.00
09/25	09/04/2025	162543	5007	SUN LIFE FINANCIAL	602-20200	961.64
09/25	09/04/2025	162544	130021	THE TOOL CHEST INC.	101-20200	267.72
09/25	09/04/2025	162545	200020	THE TRENTI LAW FIRM	101-20200	2,819.48
09/25	09/04/2025	162546	210001	UNITED ELECTRIC COMPANY	602-20200	6,879.04
09/25	09/04/2025	162547	30072	VC3	101-20200	1,935.00
09/25	09/04/2025	162548	220025	VERIZON WIRELESS	602-20200	90.04
09/25	09/04/2025	162549	10075	VESTIS	603-20200	189.78
09/25	09/04/2025	162550	220004	VIRGINIA DEPARTMENT OF PUBLIC	602-20200	10.00
09/25	09/04/2025	162551	230001	WALKER GIROUX AND HAHNE LLC	602-20200	42,450.00
Grand Totals:						275,744.99

PP-Ending - 08/15 51,724.41

TOTAL EXPENDITURES $327,469.40

CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 14-25

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

WHEREAS, the Mountain Iron City Council approves of the attached application for the Woodland Estates Phase 2 project; and,

WHEREAS, the Mountain Iron City Council agrees to accept funding for the underlying project if approved by the Department of IRRR.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that is does hereby adopt this Resolution.

DULY ADOPTED BY THE CITY COUNCIL THIS 2nd DAY OF SEPTEMBER, 2025.

Peggy Anderson
Mayor Peggy Anderson

ATTEST:

City Administrator

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RESOLUTION NUMBER 15-25

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

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

WHEREAS, the Mountain Iron City Council agrees to accept funding for the underlying project if approved by the Department of IRRR.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MOUNTAIN IRON, MINNESOTA, that is does hereby adopt this Resolution.

DULY ADOPTED BY THE CITY COUNCIL THIS 2nd DAY OF SEPTEMBER, 2025.

Peggy Anderson

Mayor Peggy Anderson

ATTEST:

City Administrator

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RESOLUTION NUMBER 16-25

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, Resolution Number 12-24 was adopted by the City Council on the 19th day of August, 2024, applying for a grant under the Irrr Revenue Bonds Issued Per Minnesota Laws 2024, Chapter 127, Article 69, Sections 15-16 for the proposed watermain replacement along Unity Drive between the Mountain Iron Drive and County 7 and on County Road 7 between Unity Drive and Spruce Drive, and

WHEREAS, the City of Mountain Iron was awarded funding under the Irrr Revenue Bonds Issued Per Minnesota Laws 2024, Chapter 127, Article 69, Sections 15-16 for the proposed watermain replacement along Unity Drive between the Mountain Iron Drive and County 7 and on County Road 7 between Unity Drive and Spruce Drive.

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. Bolton and Menk 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 2nd DAY OF SEPTEMBER, 2025.

Peggy Anderson
Mayor Peggy Anderson

ATTEST:

City Administrator

Mountain Iron Public Library

Monthly Report

August 2025

Circulation

Items checked out: 1,481 Items checked in: 1,522

Total Circulation of materials in August: 3,003

Attendance:

Adults: 412 Youth: 201 Patrons in August: 613

Special Events/Programs held: 4 (197 participants)

Reference Desk visits (email, phone, and messenger): 158 Computer Use Sessions: 83

Summer Lunch Program: 240

Total Library usage: 810

Events and Activities at the library in August:

August 1st: End of Summer Reading Program
August 4th & 18th: City Council Meetings
August 6th: Sound Bowls and Yoga (Merritt Days Events)
August 7th: ALS Legacy Event – Will Sings Songs & The Ice Cream Truck
August 8th: Larry Nanti Memorial Run/ Walk Registration
August 9th: 110th Celebration of the Library
August 9th: OUT Escape Room (Merritt Days Event)
August 14th: MN State Library staff visit
August 14th & 19th: Community Steps event with the MIFD
August 20th: Iron Range Tykes visit

September Events & Activities:
September 2nd & 15th: City Council Meetings
September 9th: Merritt Days Committee Wrap-up meeting
September 10th: Library Board Meeting
September 12th: Movie Friday – "Fly Away Home"
September 20th: ALS Legacy Program – Basket weaving
September 23rd: Friends of the Library meeting
September 24th: Iron Range Tykes visit
September 24th: ALS Technology meeting (Anna)
September 26th: Friday Book-to-Movie event for youth – "Fantastic Mr. Fox"

Summer Reading Program 2025
49,200 minutes read by Youth patrons
114 books read by Adult patrons

COUNCIL LETTER 091525-VIIA

ADMINISTRATION

2026 BUDGET

DATE: September 11, 2025

FROM: Craig J. Wainio
City Administrator

Enclosed in you packet you will find a preliminary draft of the 2026 Budget. At this meeting the City Council needs to set the proposed levy for 2026. The budget and adjoining Resolution show a three percent increase in the levy from 2025, an increase of $43,217, Staff is proposing this increase in order to offset increases in health insurance premiums wages, operational costs and upcoming projects.

Resolution Number 17-25 adopts the preliminary levy amount that must be certified to the County by September 30th. This Resolution is presented with the increase in the levy as outlined above over last year. It is recommended that the City Council adopt Resolution Number 17-25.

Resolution Number 18-25 sets the EDA levy for 2026. This Resolution reflects a levy of the same amount as last year which generates approximately $12,000 for the EDA. It is recommended that the City Council adopt Resolution Number 18-25 as presented.

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RESOLUTION NUMBER 17-25

APPROVING PROPOSED 2025 TAX LEVY, COLLECTABLE 2026

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 PROPOSED LEVY	$1,513,435

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 15th DAY OF SEPTEMBER, 2025.

Mayor Peggy Anderson

ATTEST:

City Administrator

BUDGET SUMMARY
CITY OF MOUNTAIN IRON

EXPENDITURES	2025	2026	Difference	Percent
Administration	$ 691,000.00	$ 691,000.00	$ -	0.0%
Public Safety	$ 783,330.00	$ 783,330.00	$ -	0.0%
Public Works	$ 1,164,000.00	$ 1,164,000.00	$ -	0.0%
Culture and Rec	$ 573,000.00	$ 573,000.00	$ -	0.0%
General Government	$ 1,200,777.00	$ 1,247,428.00	$ 46,651.00	3.9%
TOTAL	$ 4,412,107.00	$ 4,458,758.00	$ 46,651.00	1.1%
REVENUE				
Taxes	$ 43,000.00	$ 46,000.00	$ 3,000.00	7.0%
Intergovernmental Aid	$ 2,697,753.00	$ 2,701,323.00	$ 3,570.00	0.1%
General Revenue	$ 202,000.00	$ 198,000.00	$ (4,000.00)	-2.0%
TOTAL	$ 2,942,753.00	$ 2,945,323.00	$ 2,570.00	0.1%
GENERAL LEVY	$ 1,469,354.00	$ 1,513,435.00	$ 44,081.00	3.0%

BUDGET SUMMARY
CITY OF MOUNTAIN IRON
EXPENDITURES

DEPARTMENT		2024		2025		Difference	Percent
City Council	$	25,000.00	$	25,000.00	$	-	0.0%
Administration	$	625,000.00	$	625,000.00	$	-	0.0%
Election	$	1,000.00	$	1,000.00	$	-	0.0%
Planning & Zoning	$	40,000.00	$	40,000.00	$	-	0.0%
Sheriffs	$	585,000.00	$	585,000.00	$	-	0.0%
Fire Protection	$	166,830.00	$	166,830.00	$	-	0.0%
Emergency Management	$	6,000.00	$	6,000.00	$	-	0.0%
Animal Control	$	25,500.00	$	25,500.00	$	-	0.0%
Streets	$	920,000.00	$	920,000.00	$	-	0.0%
Buildings	$	244,000.00	$	244,000.00	$	-	0.0%
Campground	$	94,000.00	$	94,000.00	$	-	0.0%
Recreation	$	263,000.00	$	263,000.00	$	-	0.0%
Government	$	611,600.00	$	611,600.00	$	-	0.0%
Library	$	216,000.00	$	216,000.00	$	-	0.0%
Transfers	$	589,177.00	$	635,828.00	$	46,651.00	7.9%
Total	$	4,412,107.00	$	4,458,758.00	$	46,651.00	1.1%

BUDGET SUMMARY
CITY OF MOUNTAIN IRON
REVENUE

GENERAL REVENUE	2025	2026	Difference	Percent
Lic. & Permits	$ 27,000.00	$ 27,000.00	$ -	0.0%
Charges for Service	$ 95,000.00	$ 100,000.00	$ 5,000.00	5.3%
Fines	$ 10,000.00	$ 10,000.00	$ -	0.0%
Interest	$ 15,000.00	$ 16,000.00	$ 1,000.00	6.7%
Refunds	$ 50,000.00	$ 40,000.00	$ (10,000.00)	-20.0%
General	$ 5,000.00	$ 5,000.00	$ -	0.0%
Subtotal	$ 202,000.00	$ 198,000.00	$ (4,000.00)	-2.0%
INTERGOVERNMENTAL REVENUE				
Local Government Aid	$ 1,597,753.00	$ 1,601,323.00	$ 3,570.00	0.2%
Taconite Production Tax	$ 580,000.00	$ 580,000.00	$ -	0.0%
Taconite Municipal Aid	$ 335,000.00	$ 335,000.00	$ -	0.0%
Mining Effects Tax	$ 110,000.00	$ 110,000.00	$ -	0.0%
Other	$ 75,000.00	$ 75,000.00	$ -	0.0%
Subtotal	$ 2,697,753.00	$ 2,701,323.00	$ 3,570.00	0.1%
TAXES				
Tax Levy	$ 1,469,354.00	$ 1,483,760.00	$ 14,406.00	1.0%
Misc. Taxes	$ 20,000.00	$ 22,000.00	$ 2,000.00	10.0%
Franchise	$ 23,000.00	$ 24,000.00	$ 1,000.00	4.3%
Subtotal	$ 1,512,354.00	$ 1,529,760.00	$ 17,406.00	1.2%
Total	**$ 4,412,107.00**	**$ 4,429,083.00**	**$ 16,976.00**	**0.4%**

CITY OF MOUNTAIN IRON

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RESOLUTION NUMBER 18-25

CONCERNING THE 2026 ECONOMIC DEVELOPMENT AUTHORITY TAX LEVY

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

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

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

DULY ADOPTED BY THE CITY COUNCIL THIS 15th DAY OF SEPTEMBER, 2025.

____

Mayor Peggy Anderson

ATTEST:

____

City Administrator

RELEVANT LINKS:

A. Taxation notification summary chart for taxes payable 2026

Date	Action
On or before Sept. 30	All cities and special taxing districts must adopt any proposed property tax levy and certify the proposed levy to the county auditor.
On or before Sept. 30	At one meeting, in cities of population greater than 500, the city council adopts the proposed property tax levy and announces the time and place of a future city council meeting at which the budget and levy will be discussed and public input allowed, prior to final budget and levy determination. This public input meeting must occur after Nov. 24 and must start at or after 6 p.m. The time and place of the public input meeting must be included in the minutes, but newspaper publication of the minutes is not required. Cities with populations over 500 must provide the county auditor with the following information: • The time and place of the meeting at which the budget and levy will be discussed and public input allowed. (Again, meeting must occur after Nov. 24, and must not start before 6 p.m.) • A phone number and website (if available) that city taxpayers may use if they have questions related to the auditor's property tax notice; this does not require listing a private phone number. • An address where comments will be received by mail; this does not require listing a private address. • The certified levy for the current taxes payable year, the proposed levy for taxes payable in the following year, and the increase or decrease between these two amounts, expressed as a percentage.
Nov. 11 to Nov. 24	County auditor prepares and sends parcels specific notices.
Nov. 25 to Dec. 29	Cities of population greater than 500 hold meeting (at 6 p.m. or later) to discuss the budget and property tax levy and, before a final determination, allow public input.
On or before Dec. 29	Cities certify the final levy. Cities must also file the certificate of compliance with the Department of Revenue by Dec. 29, 2025. The department usually supplies a Form TNT for these purposes closer to the time of certification.

TO OWNER:
ISD #6076, Northland Learning Center
1201 13th Avenue S.
Virginia, Minnesota 55792

FROM CONTRACTOR:
Casper Construction Inc.
212 SE 10th Street
Grand Rapids, Minnesota 55744

PROJECT:
Northland Learning Center
8580 Enterprise Drive S.
Mountain Iron, Minnesota 55786

CONTRACT DATE: / /

APPLICATION NO: 4
INVOICE NO: 04
PERIOD: 08/01/25 - 08/31/25
PROJECT NO: S19101C-NLC

CONTRACT FOR: WS 1 - Earthwork, Utilities & Ext. Improvements
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		$ 1,563,000.00
2.	Net change by change orders		$ 0.00
3.	Contract sum to date (line 1 ± 2)		$ 1,563,000.00
4.	Total completed and stored to date (Column G on detail sheet)		$ 1,043,655.55
5.	Retainage:		
	a. 5.00% of completed work:	$ 52,182.80	
	b. 0.00% of stored material:	$ 0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$ 52,182.80
6.	Total earned less retainage (Line 4 less Line 5 Total)		$ 991,472.75
7.	Less previous certificates for payment (Line 6 from prior certificate)		$ 805,530.76
8.	Current payment due:		$ 185,941.99
9.	Balance to finish, including retainage (Line 3 less Line 6)		$ 571,527.25

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner:	$ 0.00	$ 0.00
Total approved this Month:	$ 0.00	$ 0.00
Totals:	$ 0.00	$ 0.00
Net change by change orders:	$ 0.00	

City portion ~~$417,378~~ $417,388.70

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner, and that current payments shown herein is now due.

CONTRACTOR: Casper Construction Inc.

By: Tom [signature] Date: 8/25/25

State of:

County of:

Subscribed and sworn to before me this 25 day of August

[signature]

Notary Public:

Teresa Schert
Notary Public
Minnesota
My Commission Expires January 31, 2029

My commission expires: 1-31-29

CERTIFICATE FOR PAYMENT
In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certifies to the Owner that to the best of the their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $ 185,941.99

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified)

CONSTRUCTION MANAGER:

By: ______________________ Date: ____________

ARCHITECT: *(NOTE: If multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)*

By: ______________________ Date: ____________

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

ocument SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
ontractor's signed Certification is attached.
se Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 4
APPLICATION DATE: 08/25/2025
PERIOD: 08/01/25 - 08/31/25
ARCHITECTS/ENGINEERS PROJECT NO:

ontract Lines

A		B	C	D	E	F	G	H		I
ITEM NO.	COST CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
1	05-5.01 - Work Scope 01-Casper Construction	BASE BID	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%	$ 0.00	$ 0.0
2	05-5.01 - Work Scope 01-Casper Construction	Utilities	$ 202,544.00	$ 182,289.60	$ 16,203.52	$ 0.00	$ 198,493.12	98.00%	$ 4,050.88	$ 9,924.6
3	05-5.01 - Work Scope 01-Casper Construction	Earthwork	$ 440,238.50	$ 286,155.03	$ 88,047.70	$ 0.00	$ 374,202.73	85.00%	$ 66,035.77	$ 18,710.1
4	05-5.01 - Work Scope 01-Casper Construction	SWPPP	$ 5,475.00	$ 5,475.00	$ 0.00	$ 0.00	$ 5,475.00	100.00%	$ 0.00	$ 273.7
5	05-5.01 - Work Scope 01-Casper Construction	Survey Sub	$ 9,000.00	$ 2,250.00	$ 2,250.00	$ 0.00	$ 4,500.00	50.00%	$ 4,500.00	$ 225.0
6	05-5.01 - Work Scope 01-Casper Construction	Concrete Sub	$ 81,762.50	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%	$ 81,762.50	$ 0.0
7	05-5.01 - Work Scope 01-Casper Construction	Paving Sub	$ 97,940.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%	$ 97,940.00	$ 0.0
8	05-5.01 - Work Scope 01-Casper Construction	Landscaping Sub	$ 113,440.00	$ 0.00	$ 42,706.00	$ 0.00	$ 42,706.00	37.65%	$ 70,734.00	$ 2,135.3
9	05-5.01 - Work Scope 01-Casper Construction	ALTERNATE 1	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%	$ 0.00	$ 0.0
10	05-5.01 - Work Scope 01-Casper Construction	Utilities	$ 274,245.00	$ 260,532.75	$ 2,742.45	$ 0.00	$ 263,275.20	96.00%	$ 10,969.80	$ 13,163.7
11	05-5.01 - Work Scope 01-Casper Construction	Earthwork	$ 166,115.00	$ 107,974.75	$ 41,528.75	$ 0.00	$ 149,503.50	90.00%	$ 16,611.50	$ 7,475.1
12	05-5.01 - Work Scope 01-Casper Construction	SWPPP	$ 1,000.00	$ 1,000.00	$ 0.00	$ 0.00	$ 1,000.00	100.00%	$ 0.00	$ 50.0
13	05-5.01 - Work Scope 01-Casper Construction	Survey Sub	$ 9,000.00	$ 2,250.00	$ 2,250.00	$ 0.00	$ 4,500.00	50.00%	$ 4,500.00	$ 225.0
14	05-5.01 - Work Scope 01-Casper Construction	Concrete Sub	$ 54,220.00	$ 0.00	$ 0.00	$ 0.00	417,378.70 $ 0.00	0.00%	$ 54,220.00	$ 0.0

A		B	C	D	E	F	G	H		I
				WORK COMPLETED						
ITEM NO.	COST CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
15	05-5.01 - Work Scope 01-Casper Construction	Paving Sub	$ 77,100.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%	$ 77,100.00	$ 0.0
16	05-5.01 - Work Scope 01-Casper Construction	Landscape Sub	$ 15,290.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%	$ 15,290.00	$ 0.0
17	05-5.01 - Work Scope 01-Casper Construction	Closeouts - 1%	$ 15,630.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%	$ 15,630.00	$ 0.0
		TOTALS:	$ 1,563,000.00	$ 847,927.13	$ 195,728.42	$ 0.00	$ 1,043,655.55	66.77%	$ 519,344.45	$ 52,182.8

rand Totals

A	B	C	D	E	F	G	H		I
			WORK COMPLETED						
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
	GRAND TOTALS:	$ 1,563,000.00	$ 847,927.13	$ 195,728.42	$ 0.00	$ 1,043,655.55	66.77%	$ 519,344.45	$ 52,182.8