



HIBBING CITY COUNCIL
Regular Meeting
Wednesday, October 2, 2024
5:00 PM

Councilor Justin Fosso
Councilor John Schweiberger
Councilor James Bayliss
Councilor Jay Hildenbrand
Councilor Jennifer Hoffman Saccoman
Councilor Chris Whitney
Mayor Pete Hyduke

City Administrator Greg Pruszinske
City Clerk-Dep Admin Candie Seppala
Finance Dir - Treasurer Sheena Mulner
City Attorney Andy Borland
Chief of Police Steve Estey
City Engineer Jesse Story

I. CALL TO ORDER:

II. PLEDGE OF ALLEGIANCE

III. ADDS AND DELETES:

1. ADD: CONSENT AGENDA #9-#13
- ADD: BIDS & QUOTES #2c
- ADD: LICENSES & PERMITS #3

IV. APPROVAL OF THE AGENDA:

V. APPROVAL OF MINUTES:

1. Approve the Minutes of the Hibbing City Council Meeting of September 18, 2024
2. Approve the Minutes of the Hibbing City Council Workshop Meeting of September 23, 2024

VI. CONSENT AGENDA:

1. Approve Accounts Payable dated October 1, 2024, checks #178327-178436 in the amount of \$748,244.14
2. Approve City Payroll ending September 20, 2024 in the amount of \$581,322.41
3. Accept and place on file the Hibbing Police Department Activity Report for August, 2024
4. Authorize the posting of a Full-Time Wastewater Treatment Plant Operator
5. Authorize the hire of Emma LaVigne for the City Services Seasonal Maintenance Position pending pre-employment contingencies

6. Authorize the hire of Alan Hagberg for the Full-Time City Services Maintenance Position pending pre-employment contingencies
7. Authorize the City of Hibbing's Fall Yard Waste Clean-Up beginning October 28th through November 8th, 2024
8. Authorize the Acting Mayor to sign a Letter of Support of the Hibbing Area Chamber of Commerce's request for Culture and Tourism grant funding for the purchase of mobile mural track systems for the Hibbing Community
9. Authorize the hire of Jeffrey Lang for the Full-Time Auto Truck Driver/Skilled Labor Position effective October 17, 2024
10. Approve the updated City Services Maintenance Lead job description
11. Authorize the posting for a Full-Time Maintenance Lead with the City Services Department
12. Authorize the Acting Mayor to sign the Letter of Support for Phase 1 of the Green Iron Plant Project
13. Authorize the City Council to attend the Pathblazers Snowmobile Club Open House on Saturday, October 5, 2024 at 119 6th Street SE, Chisholm MN 55749 from Noon - 4 p.m.
14. Set the next Hibbing City Council Meeting for Wednesday, October 16, 2024 in the City Hall Council Chamber at 5:00 p.m.
15. Set the next Hibbing City Council Workshop Meeting for Wednesday, October 16, 2024 in the City Hall Council Chamber following the Regular City Council Meeting

VII. PUBLIC FORUM:

VIII. DEPARTMENT AND COMMITTEE REPORTS:

1. **Community Development Director Betsy Olivanti**
 - a. Offer RESOLUTION NO. 24-10-03 TO WAIVE THE CITY ASSESSMENTS TOTALING \$1,589.79 ON PARCEL IDS: 140-0050-04080, 140-0096-00850, AND 140-0220-03170 BEFORE TRANSFERRING PARCELS TO NORTH ST. LOUIS COUNTY HABITAT FOR HUMANITY FOR THE PURPOSE OF BUILDING HOMES IN THE CITY OF HIBBING
 - b. Authorize AEOA New Facility into Nor-Tech Property Right of Access Agreement
 - c. Oddwe RESOLUTION NO. 24-10-04 WAIVING THE PLANNING COMMISSION'S REVIEW OF THE CITY OF HIBBING CONVEYING REAL PROPERTY TO HABITAT FOR HUMANITY IN HIBBING, MINNESOTA
2. **Finance Director-Treasurer Sheena Mulner**

- a. Approve the 2025 Health Insurance Plan with Pereto for active employees and early retirees

3. Building Official Pat Green

- a. Approve a Conditional Use Permit request of Minnesota Power Allete to allow for the construction of a substation on the subject property, Parcel ID #141-0150-00080
- b. Approve a Conditional Use Permit request of Hibbing Public Utilities to allow for the construction of a substation on the subject property, 1840 1st Avenue
- c. Approve a Zoning Amendment request of Hibbing Public Utilities on the subject property, 520 West 31st Street
- d. Approve a Conditional Use Request of Hibbing Public Utilities to allow for the construction of a substation on the subject property, 520 West 31st Street
- e. Offer RESOLUTION NO. 24-10-01 APPROVING A SUBDIVISION PLAT EXEMPTION REQUEST OF CURTIS LUNDIN
- f. Offer RESOLUTION NO. 24-10-02 APPROVING A SUBDIVISION PLAT EXEMPTION REQUEST OF CELIA AND WILLIAM CAMERON

4. City Administrator Greg Pruszinske

- a. City Administrator's Report

IX. BIDS AND QUOTES:

1. City Engineering Jesse Story

- a. Approve the quote for Road Salt for the 2024/2025 Winter Season from Compass Minerals in the amount of \$37,669.50
- b. Approve the quote to MacQueen Equipment for a 2025 Elgin Pelican Street Sweeper in the amount of \$322,492.00
- c. Approve the rental budget increase of \$30,000 for a 2025 Elgin Street Sweeper Lease to MacQueen in the amount of \$14,500 per month plus insurance

2. City Services Director Nick Arola

- a. Approve the payment to Hart Electric for concession stand electrical work at the racetrack in the amount of \$11,751.70
- b. Approve the final payment application to Max Gray Construction in the amount of \$130,333.86 to close out the Mine View Building Project and accept substantial completion of the project.
- c. Approve the Carey Lake bid packages for Septic, Well, and Clearing & Grubbing as presented:

- * SSTS Design-Build Project: George Bougalis & Sons Co. for \$133,200.00
- * Well Drilling Project: Mark's Well & Pump for \$19,775.00 + defined expenses
- * Clearing and Grubbing Project: George Bougalis & Sons Co. for \$68,617.50

X. LICENSES AND PERMITS:

1. Approve the Campus Life Block Party located at 2012 7th Avenue East hosted by the Mesabi Range Youth for Christ on Monday, October 14, 2024
2. Approve the Special Event Permit Application of the STEM Showcase to hold their event at the Memorial Building on Friday, October 4, 2024
3. Approve the Raffle Permit Application Request of the Hibbing Tourist Center Senior Citizens, Inc. to hold their raffle on Saturday, September 30, 2024 the Hibbing Tourist Center

Raffle #24-10-01

XI. ADJOURNMENT:

XII. CLOSED SESSION

1. CLOSED SESSION FOR THE PURPOSE OF MN STATE STATUTE 13D.05 subd. 3(c) (3) FOR PARCEL #140-0290-00619 AND #140-0270-01318

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday September 18, 2024**

TIME AND PLACE: A Regular Meeting of the Hibbing City Council was held on Wednesday, September 18, 2024 in the City Hall Council Chamber.

CALL TO ORDER: Mayor Pete Hyduke called the meeting to order at 5:00 p.m.

ATTENDANCE: Present at roll call Mayor Pete Hyduke, Councilor James Bayliss, Councilor Justin Fosso, Councilor John Schweiberger, Councilor Jennifer Hoffman Saccoman and Councilor Chris Whitney. Also present were City Administrator Greg Pruszinske, City Clerk-Deputy Administrator Candie Seppala, Treasurer-Finance Director Sheena Mulner, City Attorney Andy Borland, City Engineer Jesse Story and Deputy Chief of Police Tyler Schwerzler. Councilor Jay Hildenbrand and Chief of Police Steve Estey were absent.

ADDs/DELETES:

- **ADD: BIDS & QUOTES #5a**

APPROVAL OF THE AGENDA:

Councilor Fosso, supported by Councilor Bayliss, moved to approve the Agenda.

Motion CARRIED

APPROVAL OF MINUTES:

Councilor Whitney, supported by Councilor Hoffman Saccoman, moved to approve the minutes of the Regular Hibbing City Council Meeting of September 4, 2024.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the minutes of the Hibbing City Council Workshop Meeting of September 4, 2024.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to approve the Consent Agenda #s 1-17.

Motion CARRIED

1. Approve Accounts Payable dated September 12, 2024 for checks # 178234-178326 in the amount of \$ 912,174.25
2. Approve City Payroll for pay period ending September 6, 2024 in the amount of \$603,701.90
3. Authorize the Mayor's thank you letter to Beyond the Yellow Ribbon Members, Veterans, and Volunteers for their time and effort cleaning the Veteran's headstones at Maple Hill Cemetery
4. Approve the renewal of the 2025 Blue Cross Blue Shield Group Medicare plans for post-65 retirees
5. Declare 7 Finance Department desks as surplus and authorize disposal
6. Authorize the hire of Jack Baty for the Full-Time Auto Truck Driver/Skilled Labor position effective September 19, 2024
7. Authorize the hire of Gary Sporer for the Full-Time Automatic Truck Driver position effective September 19, 2024
8. Approve the Community Service Officer (CSO) job description effective September 19, 2024
9. Authorize the hire of Jeremiah Ennen for the Part-Time CSO position pending pre-employment contingencies
10. Authorize the hire of Matthew Hatfield for the Full-Time Patrol Officer position pending pre-employment contingencies
11. Authorize the posting of an Automatic Truck Driver/Skilled Labor position in the Sanitation Department
12. Authorize the posting of a Skilled Labor position in the Streets & Alleys Department
13. Authorize the posting of two Library Aides
14. Authorize the Hibbing City Council to attend a marketing dinner on Wednesday, September 18, 2024 at the Catering Group by Boomtown
15. Set the Special Workshop Meeting for Monday, September 23, 2024 at 5:00 p.m. in the Hibbing City Hall Council Chamber
 - Discussion
 - * Mineview
 - * Round table

16. Set the next Hibbing City Council Meeting for Wednesday, October 2, 2024 at 5:00 p.m. in the Hibbing City Hall Council Chamber

17. Set the next City Council Workshop for Wednesday, October 2, 2024 in the Council Chamber following the Hibbing City Council Meeting

PUBLIC FORUM:

DEPARTMENT AND COMMITTEE REPORTS:

Approve the installation of a 4-way stop at the intersection of 19th Avenue East and 37th Street

Councilor Whitney, supported by Councilor Hoffman Saccoman, moved to approve the installation of a 4-way stop at the intersection of 19th Avenue East and 37th Street.

Discussion: Mayor Hyde asked if there will be some notification alerting residents of the new 4-way stop; City Engineer Jesse Story stated yes, they will flag the stop sign, and also install stop ahead signs.

Motion CARRIED

Offer RESOLUTION NO. 24-09-10 AUTHORIZING THE CITY OF HIBBING TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM IRRR GRANT COMMERCIAL REDEVELOPMENT GRANT REQUEST PROGRAM

Councilor Schweiberger, supported by Councilor Fosso, moved to offer RESOLUTION NO. 24-09-10 AUTHORIZING THE CITY OF HIBBING TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM IRRR GRANT COMMERCIAL REDEVELOPMENT GRANT REQUEST PROGRAM.

Motion CARRIED

Offer RESOLUTION NO. 24-09-11 ACCEPTING THE DONATION FROM THE OWENS FOUNDATION FOR THE USE AT UPCOMING SPECIAL EVENTS

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 24-09-11 ACCEPTING THE DONATION FROM THE OWENS FOUNDATION FOR THE USE AT UPCOMING SPECIAL EVENTS.

Motion CARRIED

Approve the plans for phase one of Carey Lake Campground and approve request to go out for quotes

Councilor Fosso, supported by Councilor Whitney, moved to approve the plans for phase one of Carey Lake Campground and approve request to go out for quotes.

Discussion: Mayor Hyduke asked if this is approved are they looking to get started right away; City Services Director Nick Arola stated yes, they would start the bid process right away and get as far along as they could while weather allows and continue in the spring in needed.

Motion CARRIED

Approve the Pickleball Reservation Application

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve the Pickleball Reservation Application.

Motion CARRIED

Approve the contract agreement with SAM Concessions to operate concessions at the Memorial Building

Councilor Bayliss, supported by Councilor Fosso, moved to approve the contract agreement with SAM Concessions to operate concessions at the Memorial Building.

Motion CARRIED

Offer RESOLUTION No. 24-09-12 GRANTING AN EASEMENT FOR ACCESS TO PROPERTIES AT 529 HIGHLAND DRIVE AND 535 HIGHLAND DRIVE

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to offer RESOLUTION No. 24-09-12 GRANTING AN EASEMENT FOR ACCESS TO PROPERTIES AT 529 HIGHLAND DRIVE AND 535 HIGHLAND DRIVE.

Motion CARRIED

Offer ORDINANCE OF THE CITY OF HIBBING, MINNESOTA, AMENDING HIBBING CITY CODE CHAPTER 10 ENTITLED "PUBLIC PROTECTION, CRIMES AND OFFENSES", BY AMENDING SECTION 10.05 ENTITLED 'FEEDING OF PIGEONS'; AND, BY ADOPTING BY REFERENCE, HIBBING CITY CODE CHAPTER 1 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

Councilor Whitney, supported by Councilor Bayliss, moved to offer ORDINANCE OF THE CITY OF HIBBING, MINNESOTA, AMENDING HIBBING CITY CODE CHAPTER 10 ENTITLED "PUBLIC PROTECTION, CRIMES AND OFFENSES", BY AMENDING SECTION 10.05 ENTITLED 'FEEDING OF PIGEONS'; AND, BY ADOPTING BY REFERENCE, HIBBING CITY CODE CHAPTER 1 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

Motion CARRIED

Authorize the Mayor and City Clerk-Treasurer to sign the Purchasing "as is" Addendum between the City of Hibbing and Feng Ying Chen for parcel #140-0070-00670

Councilor Bayliss, supported by Councilor Whitney, moved to authorize the Mayor and City Clerk-Treasurer to sign the Purchasing "as is" Addendum between the City of Hibbing and Feng Ying Chen for parcel #140-0070-00670.

BIDS AND QUOTES:

Approve the purchase of 16 Poll Pad Packages with Flip Stand and Receipt Printer from KNOWiNK in the amount of \$25,840. (Includes shipping)

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve the purchase of 16 Poll Pad Packages with Flip Stand and Receipt Printer from KNOWiNK in the amount of \$25,840. (Includes shipping).

Motion CARRIED

Approve the quote for a Robinair A/C service unit with new refrigerant to Carquest in the amount of \$6,979.98

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the quote for a Robinair A/C service unit with new refrigerant to Carquest in the amount of \$6,979.98.

Motion CARRIED

Approve the purchase of 7 new desks for the Finance Department with accessories in an amount not to exceed \$52,350.50 from Innovative Office Solutions

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve the purchase of 7 new desks for the Finance Department with accessories in an amount not to exceed \$52,350.50 from Innovative Office Solutions.

Discussion: Mayor Hyduke stated that he is pleased that they are getting the sit to stand desks. Councilor Bayliss asked if this replacing everything in that office; Treasurer-Finance Director Sheena Mulner stated yes other than possibly some bookshelves.

Motion CARRIED

Approve the quote from 218 Tree Service LLC for boulevard tree removal in the amount of \$25,000

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to approve the quote from 218 Tree Service LLC for boulevard tree removal in the amount of \$25,000.

Discussion: Councilor Hoffman Saccoman asked if the trees being removed are diseased and are they going to be replaced; City Services Director Arola stated that the trees being removed were flagged for removal through the study that was completed and they are identifying sizes and species of trees for replacement.

Motion CARRIED

Approve the quote for demolishing and disposing of the wood framed grandstand on the north side of the main concrete structure of the raceway to Bougalis Inc. in the amount of \$41,800.00

Councilor Fosso, supported by Councilor Bayliss, moved to approve the quote for demolishing and disposing of the wood framed grandstand on the north side of the main concrete structure of the raceway to Bougalis Inc. in the amount of \$41,800.00.

Motion CARRIED

City Administrator Greg Pruszinske spoke briefly about the discussions regarding the City's 2025 Health Insurance Renewal and the possibility of going from a fully insured to a self-insured format; they plan to bring it to the Council at the next Regular Council Meeting for consideration and action.

Approve the Professional Land Survey Services Proposal from Widseth - Hibbing in the amount of \$13,400 which includes the locate services, if required

Councilor Fosso, supported by Councilor Bayliss, moved to approve the Professional Land Survey Services Proposal from Widseth - Hibbing in the amount of \$13,400 which includes the locate services, if required.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Schweiberger, supported by Councilor Hoffman Saccoman, moved to approve the Temporary On-Sale Liquor License of BTL Inc. DBA Mikes Pub to dispense alcohol at the Hibbing Memorial Arena on Saturday, September 28, 2024.

Motion CARRIED

Councilor Bayliss, supported by Councilor Whitney, moved to approve the Raffle Permit Application Request of the Hibbing College Foundation to hold their raffle on Saturday, December 21, 2024 at Minnesota North College - Hibbing.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Fosso, moved to approve Raffle Permit Application Request of Hibbing College Foundation to hold their Purse Bingo at the Do You on Saturday, November 9, 2024.

Motion CARRIED

Councilor Bayliss, supported by Councilor Schweiberger, moved to approve the Special Event Permit Application of the Greyhound Bus Museum to hold their 110th Anniversary of Greyhound Bus and 25th Anniversary of the Museum on Saturday, September 21, 2024 at the Museum.

Motion CARRIED

Authorize the Hibbing City Council to attend the Greyhound Bus Museum's 110th Anniversary of Greyhound Bus and 25th Anniversary of the Museum on Saturday, September 21, 2024 at the Museum.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to authorize the Hibbing City Council to attend the Greyhound Bus Museum's 110th Anniversary of Greyhound Bus and 25th Anniversary of the Museum on Saturday, September 21, 2024 at the Museum.

Motion CARRIED

Authorize the Hibbing City Council to attend the Greyhound Bus Museum to hold their 110th Anniversary of Greyhound Bus and 25th Anniversary of the Museum on Saturday, September 21, 2024 at the Museum.

Motion CARRIED

Councilor Fosso, supported by Councilor Whitney, moved to approve the Massage Therapy License of Bethany Szweduk, Aspen Massage LLC, 1830 East 39th Street, Hibbing.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:33 p.m. by Councilor Bayliss and supported by Councilor Schweiberger.

Motion CARRIED

CITY OF HIBBING

Pete Hyduke, Mayor

ATTEST:

Candie Seppala, City Clerk-Deputy Administrator

THE MINUTES OF THE HIBBING CITY COUNCIL WORKSHOP MEETING
Monday September 23, 2024

TIME AND PLACE: A Hibbing City Council Workshop Meeting was held on Monday, September 23, 2024 in the City Hall Council Chamber

CALL TO ORDER: Mayor Pete Hyduke called the meeting to order at 5:00 p.m.

ATTENDANCE Present at roll call Mayor Pete Hyduke, Councilor James Bayliss, Councilor Justin Fosso, Councilor Jay Hildenbrand, Councilor John Schweiberger, Councilor Jennifer Hoffman Saccoman and Councilor Chris Whitney. Also present were City Administrator Greg Pruszinske, Treasurer-Finance Director Sheena Mulner, City Attorney Andy Borland and City Engineer Jesse Story. City Clerk-Deputy Administrator Candie Seppala and Chief of Police Steve Estey were absent.

DISCUSSIONS TO INCLUDE:

Mine View Water and Sewer Utilities Discussion

DISCUSSION: There was an in depth discussion between City Councilors, City Staff, HPU General Manager Luke Peterson and Bolton & Menk Staff regarding water and sewer utilities at the Mine View. The discussion included the various options for providing water and sewer utilities at the Mine View.

Other Additional Issues/Concerns for discussion:

- **Accessible Sidewalk to Walmart**

DISCUSSION: Councilor Hoffman Saccoman explained that she received a call from a Resident that lives at the Winston Court Apartments and he has trouble getting to Walmart using his electric wheelchair. There was some discussion between City Councilors and Staff regarding this topic.

ADJOURNMENT: Mayor Pete Hyduke adjourned the meeting at 6:25 p.m.

CITY OF HIBBING

Pete Hyduke, Mayor

ATTEST: _____
Candie Seppala, City Clerk-Deputy Administrator

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	"BCBS OF MN"; I-BCBS OF MN 9/24	';'REFUND'	R	10/01/2024		759.82CR	178327	759.82
1	'TODD HYATT'; I-TODD HYATT 9/26/24	';'EMPL RELEASES'	R	10/01/2024		100.00CR	178328	100.00
005284	ADS ON BOARDS I-1230	DASHER ADS	R	10/01/2024		10,445.88CR	178329	10,445.88
000018	ADVANTAGE EMBLEM INC I-0671477-IN	US FALGS	R	10/01/2024		50.00CR	178330	50.00
000658	AIRGAS USA, LLC I-5510111749 I-5510111990 I-5510112129 I-9500866593	ACETYLENE/ARGON/HELIUM/OXYGEN OXYGEN ARGON/ACETYLENE/OXYGEN ARGON/OXYGEN	R	10/01/2024		569.89CR 44.39CR 137.07CR 1,595.67CR	178331 178331 178331 178331	2,347.02
003359	ALLSTATE PETERBILT-SUPERIOR/DULUTH I-3204168169 I-3204168486 I-3204168515 I-3204168516	WHEEL ALUM OIL FLTR ELEM/KIT FUEL FLTR FILTER FRESH AIR CLEANABLE ELEMENT GBR/AIR RS	R	10/01/2024		584.52CR 774.72CR 34.92CR 161.18CR	178332 178332 178332 178332	1,555.34
000202	ARROWHEAD LIBRARY SYSTEM I-00015220	AUG 2024 OVERDUE NOTICES	R	10/01/2024		11.06CR	178333	11.06
000495	ARROWHEAD PAINT PRODUCTS, I-51219	ICE PAINT CONCENTRATE WHITE	R	10/01/2024		750.00CR	178334	750.00
005605	ASCENDANCE TRUCKS CENTRAL, LLC C-CM84797V I-801025 I-84067V I-84786V I-84797V I-84826V	BELT FAN A/C/FILTER/COOLANT/23 INTN'L HOUSING IN TENSIONER BELT FAN V GASKET OIL 12C	R	10/01/2024		80.46 374.08CR 413.77CR 349.37CR 80.46CR 240.40CR	178335 178335 178335 178335 178335 178335	1,377.62
001744	BARR ENGINEERING 2 I-23692742.01-3 I-23692856.00-3	CAREY LK CAMPGRND PH2 9/9/24 PARKS & TRAILS M PLAN 9/9/24	R	10/01/2024		64,515.73CR 2,689.00CR	178336 178336	64,204.73

10/1/24
Carol Wadsworth
check 1783327-178436

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
004037	BOUGALIS INC. I-PAY APP #2 2024	PAY APP#2 2024 SIDEWALKS/FINAL	R	10/01/2024		4,239.80CR	178337	4,239.80
002495	BOUND TREE MEDICAL I-85482508	URINAL/TRANSPORTER/PREP PAD	R	10/01/2024		892.55CR	178338	892.55
000046	CARQUEST AUTO PARTS							
	C-5077-203873	RTN/COMB WHL BEARING/169548	R	10/01/2024		35.99	178339	
	C-5077-204517	REMFG HD BRAKE KIT	R	10/01/2024		144.00	178339	
	I-5077-204138	AIR	R	10/01/2024		52.50CR	178339	
	I-5077-204229	TRANSMISSIONS	R	10/01/2024		300.12CR	178339	
	I-5077-204241	TRANSMISSION FLUID	R	10/01/2024		299.99CR	178339	
	I-5077-204292	GREEN 50/50 ANTIFREEZE	R	10/01/2024		19.98CR	178339	
	I-5077-204308	HUB CAP	R	10/01/2024		43.29CR	178339	
	I-5077-204345	RIVET GUN	R	10/01/2024		145.99CR	178339	
	I-5077-204413	LUBE SPIN ON	R	10/01/2024		20.72CR	178339	
	I-5077-204414	RUBBER GLOVES	R	10/01/2024		50.97CR	178339	
	I-5077-204432	GROMMET	R	10/01/2024		16.44CR	178339	
	I-5077-204433	CLR/MKR LAMP	R	10/01/2024		26.24CR	178339	
	I-5077-204461	OIL 15W50 SYNTHETIC	R	10/01/2024		38.94CR	178339	
	I-5077-204477	TRANSMISSION FLUID	R	10/01/2024		299.99CR	178339	
	I-5077-204490	REMFG HD BRAKE KIT/DRUM	R	10/01/2024		1,167.36CR	178339	
	I-5077-204496	FUEL REPAIR/COMPR FTNG	R	10/01/2024		42.59CR	178339	
	I-5077-204506	AC MACHINE/10 LBS DISP H	R	10/01/2024		6,979.98CR	178339	
	I-5077-204518	BLK POLY TRK FLAP CQ	R	10/01/2024		30.66CR	178339	
	I-5077-204520	COMPL STRUT ASSY	R	10/01/2024		356.42CR	178339	
	I-5077-204532	FUEL/AIR FILTER	R	10/01/2024		114.32CR	178339	
	I-5077-204534	ATOBLADE/ATO HD INLN FUSHLDR	R	10/01/2024		9.62CR	178339	
	I-5077-204541	AC MACHINE COVER	R	10/01/2024		118.99CR	178339	
	I-5077-204573	RADIAL SEAL OUTER AI	R	10/01/2024		35.76CR	178339	9,990.88
003604	CENTURY LINK I-5505 SEPT 24 I-6315 SEPT 24	ACT 218-263-5505 SEPT 24 ACT 218-263-6315 SEPT 24	R R	10/01/2024 10/01/2024		154.42CR 148.70CR	178340 178340	303.12
003369	CGMC I-10585	LABOR&EMPL SEMINAR/A KLEFFMAN	R	10/01/2024		60.00CR	178341	60.00
002823	COAST TO COAST SOLUTIONS I-IVC0114188	CUSTOM MAGNETS	R	10/01/2024		444.54CR	178342	444.54
005497	COLE APPRAISAL & CONSULTING, LLC I-20205728	NARRATIVE APPR REPT/5TH AVE W	R	10/01/2024		2,500.00CR	178343	2,500.00

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
005076	COMPUDYNE, INC. (LEASE) I-37456181 I-37475672 I-37490475	OCT 24 ZBOOK MOBILE/FD OCT 24 TBOOKS/AMB OCT 24 PROD400 G7 LEASE/LIBR	R R R	10/01/2024 10/01/2024 10/01/2024		249.95CR 725.59CR 1,108.80CR	178344 178344 178344	 2,084.34
000045	COMPUDYNE LLC DBA INTEGRIS LLC I-567002 I-570403	OCT 2024 FD FIREWALL SEPT 24 MICROSOFT 365	R R	10/01/2024 10/01/2024		131.25CR 2,789.20CR	178345 178345	 2,920.45
005211	CTC I-21440666	INTERNET/PHONES 9/12-10/11/24	R	10/01/2024		5,008.00CR	178346	5,008.00
003937	CULLIGAN OF NORTHEAST MN-VIRGINIA I-425X02027205	BOTTLED WATER DELIVERED	R	10/01/2024		45.65CR	178347	45.65
003792	DANA LINDSTROM I-06/26/24	BLDG MATERIALS/1ST AVE MILE	R	10/01/2024		111.34CR	178348	111.34
005318	EAGLE EYE PROPERTIES (EICHORN) I-10/01/24	REFUNDING OCT 24 DRAFT PMT	R	10/01/2024		381.52CR	178349	381.52
000565	EARL F ANDERSEN, INC I-0137488-IN	9" W/R HIP/STREET	R	10/01/2024		488.20CR	178350	488.20
005573	ECK DESIGNS, LLC I-2383	DIMENSIONAL SIGN	R	10/01/2024		16,585.58CR	178351	16,585.58
005644	EJ EQUIPMENT, INC. I-P00269	BELT ASSY	R	10/01/2024		295.92CR	178352	295.92
004032	EMPIRE INVESTIGATION PROTECTIVE SVCS INC I-1150	BACKGROUND INV/M HATFIELD	R	10/01/2024		552.50CR	178353	552.50
005532	EMS MANAGEMENT & CONSULTANTS, INC I-EMS-007381	AUG 24 EMS FEE	R	10/01/2024		5,416.79CR	178354	5,416.79
003872	ESS BROTHERS & SONS INC I-CD2100407	TRANSFER CASES	R	10/01/2024		238.53CR	178355	238.53
005659	ESTATE OF ELAINE BJELLOS I-09/24/24	REFUND SEPT 2024 INSURANCE	R	10/01/2024		505.10CR	178356	505.10

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000848	EXCEL BUSINESS SYSTEMS							
	I-76991	AD/BH/HP&R/PD SEPT 24	R	10/01/2024		675.89CR	178357	
	I-76997	PD CLICKS SEPT 24	R	10/01/2024		126.76CR	178357	
	I-76998	ADM/3RD FLR CLKS SEPT 24	R	10/01/2024		128.98CR	178357	
	I-76999	HP&R CLICKS SEPT 24	R	10/01/2024		8.51CR	178357	
	I-77000	BLDG & HSNB CLKS SEPT 24	R	10/01/2024		27.65CR	178357	
	I-77001	MEM BLDG CLKS/RENT SEPT 24	R	10/01/2024		277.57CR	178357	
	I-77002	LIBR CLKS/RENT AUG 24 FINAL	R	10/01/2024		74.52CR	178357	
	I-77003	LIBR CLKS/RENT SEPT 24/NEW COP	R	10/01/2024		154.69CR	178357	
	I-77004	FD CLICKS/RENT SEPT 24	R	10/01/2024		88.12CR	178357	1,562.69
000344	EXPRESS PRINT I LTD							
	I-69529HPD	DOMESTIC VICTIM CARDS	R	10/01/2024		80.00CR	178358	
	I-69567	EMS PATIENT CARE HOSPITAL FORM	R	10/01/2024		455.40CR	178358	535.40
002347	FASTENAL INDUSTRIAL & CONSTRUCTION SUPPLIES							
	I-MNHIB124461	LTHR GLOVES	R	10/01/2024		121.29CR	178359	121.29
001626	FRED FAUST							
	I-062842	VAC FLUID/GREASE HOSE/COUPLING	R	10/01/2024		447.53CR	178360	447.53
002367	FIRE PROTECTION PUBLICATIONS							
	I-271557	ESSENTIALS FF/HAZ MAT TECH	R	10/01/2024		383.00CR	178361	383.00
000026	FORD OF HIBBING							
	I-524932	HOSE ASY	R	10/01/2024		47.85CR	178362	47.85
001021	GRAINGER PARTS							
	I-9239064109	WALL CLOCK	R	10/01/2024		143.18CR	178363	
	I-9239064125	V-BELTS	R	10/01/2024		97.73CR	178363	240.91
001870	GRAYBAR ELECTRIC CO							
	C-9338587617	LIMITRON FAST ACTING FUSE	R	10/01/2024		80.16	178364	
	I-9338521525	LIMITRON FAST ACTING FUSE	R	10/01/2024		80.16CR	178364	
	I-9338605295	120 PSB5 RS AMERICAS INC	R	10/01/2024		24.12CR	178364	24.12
000535	HART ELECTRIC OF NORTHERN MINNESOTA INC.							
	I-470474	REPL LIQUID LEVEL SENSORS/WWTP	R	10/01/2024		1,000.00CR	178365	
	I-470475	WIRE ELECT GRILL/RACEWAY	R	10/01/2024		299.88CR	178365	
	I-470476	CONCESSION REMODEL/RACEWAY	R	10/01/2024		11,751.70CR	178365	13,051.58
000309	HAWKINS INC							
	I-6860313	ALUM SULF LIQUID	R	10/01/2024		7,434.34CR	178366	
	I-6865237	CHLOR & SULF DIOX CYLINDERS	R	10/01/2024		2,380.44CR	178366	
	I-6869004	ALUM SULF LIQUID	R	10/01/2024		4,017.91CR	178366	13,832.69

10/01/2024 3:26 PM A / P CHECK REGISTER
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BANK : APBNK US BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000533	HIBBING CHRYSLER CENTER I-146663	WIRING INTELLIGENT POWER	R	10/01/2024		549.00CR	178367	549.00
003976	HIBBING HEATING AND AIR CONDITIONING I-8033	NEW WATER HTR/STATION 2	R	10/01/2024		1,209.10CR	178368	1,209.10
001971	HIBBING HISTORICAL SOCIETY I-083124	2024 HGB B-DAY CELEBRATION	R	10/01/2024		1,755.00CR	178369	1,755.00
005269	HM CRAGG I-0305163	PULLEY/BELT/SPACER	R	10/01/2024		155.22CR	178370	155.22
005662	HOLDEN LAW I-01	VIDEO SHOOT	R	10/01/2024		1,060.00CR	178371	1,060.00
005477	ICS CONSULTING, LLC I-11558	C HALL PROF SVCS 8/31/24	R	10/01/2024		14,541.83CR	178372	14,541.83
000488	IMPERIALDADE (FRMLY DALCO) I-4283337	WYPALL WIPES	R	10/01/2024		140.72CR	178373	140.72
005009	INGRAM LIBRARY SERVICES I-63083074 I-63090700 I-63101253 I-63103708 I-63104446 I-67744233	BOOKS/COVERS/JACKETS BOOKS/COVERS/JACKETS BOOKS/COVERS/JACKETS BOOKS/COVERS/JACKETS BOOKS/COVERS/JACKETS/LABELS BOOKS/COVERS/JACKETS	R R R R R R	10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024		3,013.59CR 2,884.77CR 152.68CR 174.28CR 287.53CR 61.04CR	178374 178374 178374 178374 178374 178374	6,573.89
003574	INNOVATIVE OFFICE SOLUTIONS, LLC FRMLY NBP I-09/30/24 I-IN4639687 I-IN4640669 I-IN4644590 I-IN4647147 I-IN4648460	50% DEPOSIT/FINANCE DEPT DESKS STAMP BADGE CLIPS/STAMP CALENDAR/STAPLER MOUSE PAD/RULER/SCISSORS FRAME	R R R R R R	10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024		24,619.45CR 12.69CR 42.44CR 51.32CR 38.15CR 22.62CR	178375 178375 178375 178375 178375 178375	24,786.67
005607	INSIGHT PUBLIC SECTOR, INC. I-1101199514	8 APC SMRT UPS/2 RACK TWRS	R	10/01/2024		11,257.48CR	178376	11,257.48
005546	IRON RANGE MANAGEMENT LLC I-09/24/24	HEDA LOAN DRAW #9	R	10/01/2024		10,000.00CR	178377	10,000.00

10/01/2024 3:26 PM A / P CHECK REGISTER
PACKET: 03778 Regular Payments 10/01/24
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000286	IRON RANGE PLUMBING & HEATING I-3545	AIR EXCHANGER REPAIRS/RRAR	R	10/01/2024		2,730.00CR	178378	2,730.00
001473	IRON RANGE TIRE SERVICE I-34953 I-34969 I-34973 I-35001 I-35014 I-35015	P255/60R18 EAGLE ENFORCER 20X10.00X12 4PR OTR LAWN BOSS LT245/75R17 E G DYR 315/80R22.5 L G DYR G289 WHA FLAT REPAIR/FORD EDGE FLAT REPAIR/PICKED UP	R	10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024		195.75CR 377.75CR 264.75CR 574.46CR 44.50CR 59.00CR	178379 178379 178379 178379 178379 178379	1,516.21
005388	IRON RANGE TOWING AND I-24-11868 I-24-12165 I-24-12192 I-24-12194 I-24-12349	AUTOMOTIVE LLC 265/70R17 NITTO GRAPPLER G2 TOW SVC/21 FORD EXPLORER TOW SVC/21 FORD EXPLORER TOW SVC/F-250 SUPER DUTY TOW SVC/21 FORD EXPL H7	R	10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024		988.00CR 125.00CR 125.00CR 125.00CR 125.00CR	178380 178380 178380 178380 178380	1,488.00
002113	ANITA KROLLMAN I-09/24/24	REFUND AUGUST 24 INSURANCE	R	10/01/2024		28.90CR	178381	28.90
005552	KRONOS SAASHR, INC. I-12294958 I-12294959 I-12295406 I-12300117 I-12300118	UKG READY TIME/ACCR MGR/HR READY COMPEN/PERFORMANCE DATA COLLECTION/INTOUCH ANN SAAS FEE/TIME/MGR/HR UKG READY/PERFORMANCE	R	10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024		1,315.17CR 140.30CR 951.39CR 22,904.40CR 1,903.20CR	178382 178382 178382 178382 178382	27,214.46
000285	L & L RENTALS INC I-1-200289 I-1-200609 I-1-200751 I-1-201373	33 PROPANE FILL OIL&AIR&FUEL FITLERS/HVAC FLTR 100LB PROPANE FILL M OXYGEN COMPRESSED	R	10/01/2024 10/01/2024 10/01/2024 10/01/2024		82.50CR 339.74CR 88.00CR 50.40CR	178383 178383 178383 178383	560.64
000334	L & M FLEET SUPPLY I-9447018 I-9452727 I-9459859 I-9460715 I-9471088 I-9471370 I-9471486 I-9472283 I-9474483 I-9477578 I-9479125 I-9479176 I-9481630 I-9481702 I-9482798 I-9483080 I-9484325	DECK CORRECT/DISC PLANTER/TARP NIPPLES/TEE/ELBOW/PLUG RATCHET STRAP HARD HAT GLOVES/WALL CLOCK/GREASE CHARGER GRASS SEED SCREEN & STORM LIFT SPRING WATER/PAPER TOWELS PAINT THINNER CAUTION TAPE/SLEPPRCNG SCRW PROBE SET/PAIL/PUMP SPRING WATER CARB & CHOKE CLEANER SHARPIE/SIGN/TANK SPRING WATER MICROFIBER TOWEL/PLEDGE LEMON	R	10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024		73.01CR 38.14CR 16.14CR 6.64CR 221.80CR 42.74CR 11.39CR 22.79CR 79.30CR 26.59CR 43.16CR 353.36CR 22.20CR 22.74CR 27.03CR 44.40CR 32.27CR	178384 178384 178384 178384 178384 178384 178384 178384 178384 178384 178384 178384 178384 178384 178384 178384 178384	

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000893	I-9485282	TIP RUBBER BLOW GUN	R	10/01/2024		47.46CR	178384	
	I-9485330	WINCH & RATCHET STRAPS	R	10/01/2024		77.86CR	178384	
	I-9488200	VALVE/NIPPLE/AIR FILTER	R	10/01/2024		47.45CR	178384	
	I-9488830	SAFETY FLAG/PAIS/PAINT THINNE	R	10/01/2024		79.21CR	178384	1,335.68
000893	LAKE COUNTRY POWER							
	I-0900	SEPT 24	R	10/01/2024		12.00CR	178385	
	ACT 2330900	SEPT 24				249.00CR	178385	
	I-1000	SEPT 24	R	10/01/2024		59.00CR	178385	
	ACT 4081900	SEPT 24				12.00CR	178385	
	I-3600	SEPT 24	R	10/01/2024		59.00CR	178385	
	ACT 8704803600	SEPT 24				50.34CR	178385	
001840	I-5101	SEPT 24	R	10/01/2024		14,727.00CR	178385	15,168.34
	I-5201	SEPT 24	R	10/01/2024				
	ACT 143315201	SEPT 24						
001840	I-7900	SEPT 24	R	10/01/2024				
	ACT 2207900	SEPT 24						
000166	LAKE SUPERIOR COLLEGE							
	I-1250398	REGIONAL FD/FIRE FY25 TRAINING	R	10/01/2024		2,000.00CR	178386	2,000.00
002687	LAWSON PRODUCTS INC							
	I-9311809152	BLACK NYLON TY RAP	R	10/01/2024		20.07CR	178387	
	I-9311829255	MINI FUSE/BUTT CONN/WASHER	R	10/01/2024		669.49CR	178387	
	I-9311829256	PLOW BOLT	R	10/01/2024		137.59CR	178387	
	I-9311836727	MINIATURE LAMP	R	10/01/2024		25.82CR	178387	852.97
005445	LHB INC							
	I-230052.00-8	23-24 BRIDGE INSPECTIONS	R	10/01/2024		1,671.21CR	178388	
	I-230741.00-9	ZIM RD BRIDGE THRU 8/23/24	R	10/01/2024		234.50CR	178388	1,905.71
002751	LIFE-ASSIST, INC							
	I-1510101	AIRWAY/RESUS PACK/DEFIB PADS	R	10/01/2024		1,292.65CR	178389	
005624	I-1511007	BAXTER IV SET	R	10/01/2024		77.28CR	178389	1,369.93
	LOWES HOME CENTERS, INC							
002751	I-99006569174	AUG 24	R	10/01/2024		2,420.08CR	178390	2,420.08
	ACT 99006569174	AUGUST 24						
005661	M&M AUTOBODY							
	I-1889	COMMERCIAL TOPPER/MARSHAL 1	R	10/01/2024		4,918.10CR	178391	
	I-1890	LIGHTS/SIRENS/MARSHAL 1	R	10/01/2024		12,369.19CR	178391	
	I-1891	LIGHTS/SIRENS/BATTALION 1	R	10/01/2024		12,817.19CR	178391	
	I-1892	FIBERGLASS TOPPER/BATTALION 1	R	10/01/2024		2,590.80CR	178391	32,695.28
005661	M&T CONCRETE & FINISHING							
	I-201	25' CITY CURB/3833 3RD AVE W	R	10/01/2024		575.00CR	178392	575.00

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000246	MACQUEEN EQUIPMENT INC I-P59888	FLANGE/GASKET	R	10/01/2024		82.50CR	178393	82.50
000039	MAX GRAY CONSTRUCTION I-PAY APP #15	HULL RUST/HIBTAC MV FINAL6/24	R	10/01/2024		130,333.86CR	178394	130,333.86
002867	MEDIACOM LLC I-3244 SEPT 24	ACT 8384923250093244 SEPT 24	R	10/01/2024		319.40CR	178395	319.40
003521	MEDICAREBLUE RX I-OCT 2024	OCT 2024 BILLING	R	10/01/2024		29,642.00CR	178396	29,642.00
000881	MESABI TRIBUNE/APG MEDIA OF MN I-2920 AUG 24 I-689 AUG 24	ACT 2920 AUG 24/PUB HRNG/BIDS ACT 689 AUG 24/READING THANKS	R	10/01/2024 R 10/01/2024		535.32CR 489.40CR	178397 178397	1,024.72
003847	MICROMARKETING LLC I-962309 I-962419 I-962617 I-962897 I-963189	UNCD'S LPTP/LPHC LPTP'S UNCD'S LPTP	R	10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024		140.23CR 110.00CR 54.40CR 118.97CR 25.60CR	178398 178398 178398 178398 178398	449.20
000570	MTI DISTRIBUTING I-1449067-00	BOLT/WASHER/GUARD/BLADE	R	10/01/2024		208.23CR	178399	208.23
002710	NAPA SUPPLY OF HIBBING I-483436 I-484110 I-485649 I-485861	CONNECTOR COMMERCIAL BATTERY MANIFOLD ABSOLUTE OEMSTYLE ANTENNA	R	10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024		27.18CR 439.98CR 118.39CR 25.99CR	178400 178400 178400 178400	611.54
000415	NORTH COUNTRY GM (FORMERLY RANGER CHEV.) I-215637	DISABLE STOP START/23 CHEVY TR	R	10/01/2024		138.60CR	178401	138.60
000460	NORTHERN MN DENTAL INC I-OCT 2024	OCT 2024 DENTAL PREMIUM	R	10/01/2024		15,596.60CR	178402	15,596.60
001502	NORTHLAND FOUNDATION I-09/16/24	ANNUAL BILLING/SBDC CONSULTING	R	10/01/2024		7,500.00CR	178403	7,500.00
005660	NORTHLAND RECREATION LLC I-3297	WABASH VALLEY/ SET BENCH LEGS	R	10/01/2024		831.85CR	178404	831.85

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
002935	O'REILLY AUTO PARTS I-1824-146986	SLICK MIST/WSH SPRAY	R	10/01/2024		78.93CR	178405	78.93
005196	PIONEER MANUFACTURING I-INV-221349 I-INV-222577	BRITE STRIPER/MNT KIT & FILTER BRITE STRIPER BELT/PUMP	R	10/01/2024 R 10/01/2024		439.86CR 1,769.77CR	178406 178406	178406 2,209.63
000491	PORTABLE JOHN SERVICES INC (FORMERLY CARPENTER) I-31961 I-32063 I-32323 I-32324 I-32326 I-32327 I-32328 I-32329 I-32330 I-32331 I-32332 I-32333 I-32334	MEM BLDG 8/19-9/15/24 MINEVIEW 8/19-9/15/24 VIC PWR SOFTBALL 8/19-9/15/24 A NYBERG FIELD 8/19-9/15/24 BENNETT PK 1 8/19-9/15/24 CAREY LK/DUPONT 8/19-9/15/24 WOODLAND PK 8/19-9/15/24 DOG PARK 8/19-9/15/24 BENNETT PK 2 8/19-9/15/24 CAREY LK/DUPONT 8/19-9/15/24 MUNI GC 8/19-9/15/24 CEMETERY 8/19-9/15/24 RECYCLE CENTER 8/19-9/15/24	R	10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024		60.00CR 60.00CR 216.00CR 60.00CR 60.00CR 156.00CR 60.00CR 60.00CR 60.00CR 156.00CR 120.00CR 120.00CR 60.00CR	178407 178407 178407 178407 178407 178407 178407 178407 178407 178407 178407 178407 178407	178407 178407 178407 178407 178407 178407 178407 178407 178407 178407 178407 178407 178407
001235	POWERPLAN OIB (FORMERLY NORTRAX) I-2413844	HY-GARD 5 GAL	R	10/01/2024		345.51CR	178408	345.51
000206	PUBLIC UTILITIES COMM I-8/1/24-8/31/24	8/1/24-8/31/24 UTILITIES PMT	R	10/01/2024		49,494.50CR	178409	49,494.50
000077	RADKO IRON & SUPPLY INC I-19653/1 I-19710/1 I-19713/1 I-19739/1 I-19757/1 I-19781/1 I-19829/1	STEEL TUBING BREATHER VENT PLUG/PIPE/WHL T STYLE PLUG/SWIVEL AIR CONN MISC STAINLESS PER LB STEP LADDR/ AIR FRESHENER FLAG REINF/WRENCH/STRAP 5-PC BALL PEIN HAMMER	R	10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024 R 10/01/2024		77.95CR 33.57CR 13.98CR 90.38CR 79.58CR 62.51CR 30.99CR	178410 178410 178410 178410 178410 178410 178410	178410 178410 178410 178410 178410 178410 388.96
001236	RANGE FLORAL I-0369	PLANT SALES/DELIVERY	R	10/01/2024		110.00CR	178411	110.00
003376	RANGE SPORTS I-1527 I-1661	PARKS & REC T-SHIRTS/SWEATSHIR NIKE APPAREL	R	10/01/2024 R 10/01/2024		256.00CR 675.00CR	178412 178412	178412 931.00

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000041	RC FABRICATORS I-60437	25' & 20' ROAD GATES	R	10/01/2024		16,992.00CR	178413	16,992.00
000657	RCB COLLECTIONS I-56917	103249 9/16/24 CR REPT/PD	R	10/01/2024		15.00CR	178414	15.00
002567	RDO EQUIPMENT CO I-P2158749 I-P2159249 I-P2159349 I-P2180249	PARTS DOWNLOAD/TECH MANUAL AIR/CAB AIR & OIL FILTERS/ELEM ANTENNA/ATT DISC/KIT/BEZEL ELECT CONNECTORS	R	10/01/2024		661.42CR 903.05CR 1,185.12CR 46.88CR	178415 178415 178415 178415	2,796.47
005244	RMB ENVIRONMENTAL LABORATORIES, INC. I-D065362 I-D065486 I-D065556 I-D065644 I-D065841 I-D065900 I-D065989 I-D066415	AMM/CBOD/CHLOR INFLUENT & EFFLUENT 9/3/24 INFLUENT & EFFLUENT 9/4/24 INFLUENT & EFFLUENT 9/5/24 INFLUENT & EFFLUENT 9/10/24 INFLUENT & EFFLUENT 9/11/24 INFLUENT & EFFLUENT 9/12/24 MONTHLY TIMB 8/29/24	R	10/01/2024		285.49CR 118.09CR 118.09CR 148.18CR 118.09CR 148.18CR 118.09CR 41.38CR	178416 178416 178416 178416 178416 178416 178416 178416	1,095.59
005312	ROGER'S ONLINE CORPORATION I-0010154 I-0010162	JULY 2024 COMPUTER MAINT AUG 2024 COMPUTER MAINT	R	10/01/2024		1,237.50CR 1,000.00CR	178417 178417	2,237.50
001304	SEPPI BROS I-32654-2	8 CITY MIX #1	R	10/01/2024		1,399.60CR	178418	1,399.60
000256	SHERWIN WILLIAMS I-6142-9	STFS A300 PR ZM WH	R	10/01/2024		546.20CR	178419	546.20
000514	ST LOUIS COUNTY AUDITOR I-00001185 I-00001186 I-00012221 I-00012236	2024 SHIELD/MDC/EMERT FEES 2024 MDC FEE/CAD SOFTWARE JULY 2024 OBLIGATIONS AUG 2024 OBLIGATIONS	R	10/01/2024		28,955.26CR 8,132.76CR 2,234.68CR 10,001.86CR	178420 178420 178420 178420	49,324.56
003004	ST LOUIS COUNTY LAND & MINERALS DEPT I-C22240040 9/10/24	140-50-4080/96-850/220-03170	R	10/01/2024		8,507.40CR	178421	8,507.40
003003	ST LOUIS COUNTY PUBLIC WORKS HIBBING I-287699	AUGUST 2024 FUEL	R	10/01/2024		30,886.22CR	178422	30,886.22

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
003290	STERICYCLE, INC I-8008351618	44 GAL TUB	R	10/01/2024		50.00CR	178423	50.00
001683	STRYKER MEDICAL I-9207150553	KNEE GATCH BOLSTER MATRSS	R	10/01/2024		563.99CR	178424	563.99
000462	SULLIVAN CANDY AND SUPPLY I-702605	5# PLAIN ICE BAG	R	10/01/2024		79.95CR	178425	79.95
000722	SUPER ONE FOODS - RETAIL ACCOUNTING I-00361390 I-00364415	MAYO/MUSTARD/VEG TRAY/GRAPE FRITO/SMKD MEATS/ROMAINE/GRAPE	R R	10/01/2024 10/01/2024		72.69CR 65.25CR	178426 178426	137.94
005585	T2 SYSTEMS, INC. I-UPS00054201	UPS SAFETY PAPER/YELLOW	R	10/01/2024		284.60CR	178427	284.60
004053	TELEFLEX FUNDING LLC (FORMERLY ARROW INT'L INC) I-9508915600	EZ-10 25MM NEEDLES	R	10/01/2024		1,115.50CR	178428	1,115.50
002898	TESSMAN COMPANY C-S402851-CM I-S404127-IN	AMVAC SNOW MOLD REBATE S385258 TURFCIDE/CHLOROTHALONIL/IPRO2	R R	10/01/2024 10/01/2024		15.00 479.40CR	178429 178429	464.40
000685	TK ELEVATOR (THYSSENKRUPP) I-5002565118	REPLACE PHONE BATTERY/LIBR	R	10/01/2024		313.00CR	178430	313.00
003130	TONER PLANET PACK N SHIP I-370205 I-370641 I-370887	USPS GROUND/MN BCA/BEMIDJI UPS GROUND/BCA/ST PAUL UPS GROUND/RDO EQUIPMENT	R R R	10/01/2024 10/01/2024 10/01/2024		18.70CR 10.60CR 22.23CR	178431 178431 178431	51.53
005286	TOWMASTER I-471910	XZALT V BODY SANDER/A66062	R	10/01/2024		57,706.00CR	178432	57,706.00
001677	UNIVERSITY MEDICAL CENTER FAIRVIEW I-2083283/AUG 24	PRE-EMPL SCRNS/FD AUG 24	R	10/01/2024		2,221.00CR	178433	2,221.00
000548	USA BLUE BOOK I-INV00481500	PLEATED FILTERS	R	10/01/2024		602.33CR	178434	602.33
005463	VALVOLINE INSTANT OIL CHANGE I-193074 I-193079 I-193192 I-193319 I-193406 I-193407 I-193445 I-193478 I-193902	OIL CHANGE/8100 OIL CHANGE/6581 OIL CHANGE/0492 OIL CHANGE/8580 OIL CHANGE/6858 OIL CHANGE/6857 OIL CHANGE/1903 OIL CHANGE/3136 OIL CHANGE/8100	R R R R R R R R R	10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024 10/01/2024		47.58CR 47.58CR 47.58CR 47.58CR 65.60CR 65.60CR 66.28CR 47.58CR 47.58CR	178435 178435 178435 178435 178435 178435 178435 178435 178435	482.96

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
005260	YODER BUILDING SUPPLIES INC. I-2409-068891	4X4 12' GREEN TREATED	R	10/01/2024		21.92CR	178436	21.92

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	110	0.00	748,244.14	748,244.14
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00

REGISTER TOTALS:	110	0.00	748,244.14	748,244.14
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TOTAL ERRORS: 0 TOTAL WARNINGS: 0

10/01/2024 3:26 PM
PACKET: 03778 Regular Payments 10/01/24
VENDOR SET: 01
BANK : APBNK US BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
** POSTING PERIOD RECAP **								
FUND			PERIOD			AMOUNT		
101			10/2024			314,747.49CR		
211			10/2024			17,980.48CR		
250			10/2024			10,381.52CR		
255			10/2024			7,500.00CR		
400			10/2024			294,681.73CR		
415			10/2024			4,239.80CR		
430			10/2024			10,445.88CR		
431			10/2024			12,051.58CR		
602			10/2024			44,590.41CR		
603			10/2024			22,327.13CR		
610			10/2024			2,180.84CR		
612			10/2024			7,117.28CR		
ALL						748,244.14CR		

HIBBING POLICE DEPARTMENT ACTIVITY

August 2024

ASLT-1 DEG-GREAT BODILY HARM-NONFAMILY-OTHER WEAPON	1
ASLT-2 DEG-DANGER WEAPON-OTHER WEAPON	1
ASLT-3 DEG-SUBSTANTIAL BODILY HARM	1
ASLT-DOMESTIC ASLT-MISD	5
ASLT-STRANGLE-ADULT ACQUAINTANCE	2
ASLT-TERRORIST THREATS RECKLESS DISREGARD RISK	3
Assault - 4th Degree - Peace Officer - Physically A	2
Assault - 4th Degree - Peace Officer - Throws/trans	1
CRIM DAM PROP-1 DEG-\$1001 AND GREATER	1
CRIM DAM PROP-4 DEG	3
CRIM DAM PROP-TAMPERING W/MOTOR VEHICLE	1
CSC-3 DEG-FEMALE-NO FORCE-F	1
Criminal Sex Conduct-3rd Degree-Force or Coercion-	1
Criminal Sexual Conduct - 5th Degree - Nonconsensua	1
Criminal Vehicular Operation - Substantial Bodily H	1
DISTURB-DISORDERLY CONDUCT	2
DISTURB-RIOT-2 DEG-ARMED WITH WEAPON	6
DRUGS-5TH DEGREE-POSSESS-METHAM-F	1
Dangerous Weapon-Discharge Firearm-Endanger Safety-	1
Disorderly Conduct-Offensive/Abusive/Noisy/Obscene-	6
Disturbance/General Problem Call	1
Domestic Abuse - Violate Order for Protection-GM	1
Domestic Abuse - Violate Order for Protection-M	1
Domestic Abuse No Contact Order - Violate No Contac	1
Domestic Abuse No Contact Order - Violate No Contac	1
Domestic Abuse; Violates order for protection w/in	1
Domestic Assault-GM-Subsequent Violation-GM	1
Domestic Assault-Misdemeanor-Commits Act to Cause F	2
Drivers License - Driving without a valid license f	1
GOVT-OBSTRUCT LEGAL PROCESS-NO FORCE-MISD	4
HIB-Abandoned Vehicle	1
HIB-Barking Dogs	3
HIB-Dog at Large	1
HIB-No Dog License	1
HIB-Vaccination Requirements	1
Harassment; Restraining Order - Violate Restraining	1
Hit and Run, Prop Dam MV	1
INDECENT EXPOSURE	1
MV Reg-Expired Tabs	1
Murder-2nd Degree-Without Intent-While Committing a	1
Obstruct Legal Process-Interfere w/Peace Officer- G	1

Overwork/Mistreat Animals-Abandon- MS	2
TRAF-DUI-3 DEG-ALCOHOL CONC OVER .08 OR MORE W/I 2	1
TRAF-DUI-3 DEG-GM	1
TRAFFIC-ACCIDENTS-DRIVER FAILS TO STOP FOR ACCIDENT	1
TRAFFIC-DAC	1
TRAFFIC-DAR	5
TRAFFIC-DUI-4 DEG-COMBINATION	1
TRAFFIC-DUI-Third-Degree Driving While Impaired-1 A	1
TRAFFIC-DWI-4 DEG DRIVE WHILE IMPAIRED	1
TRAFFIC-INSURANCE-UNINSURED VEHICLE	1
TRAFFIC-Keep To The Right	1
TRESPASSING-BUILDING OR DWELLING-M	6
TRESPASSING-BUSINESS	1
TRESPASSING-REFUSING TO LEAVE UPON LAWFUL DEMAND	1
Theft-\$500-\$1000- GM - Other Property	3
Theft-Shoplifting-\$500 or less - M	10
Traffic - Careless Driving - Operate any vehicle ca	4
Traffic Regulation - Driver Must Carry Proof of Ins	2
Traffic Regulation - Operate motorcycle with expire	1
Trespass-Return to Property Within One Year- MS	2
Trespass-School Property-Subd 4(a)- MS	1
Violate No Contact Order - Within 10 years of the f	1
WEAPON-POSS-INELIGIBLE CONVICTED OF VIOLENT CRIME W	1
Total	117
Total number of calls generated in Aug	1686
Total number of administrative tickets in Aug	6
Total number of parking tickets in Aug	62



Request for Council Action

City Council Action

Accept and place on file the Hibbing Police Department Activity Report for August, 2024

Description of Agenda Item

Accept and place on file the Hibbing Police Department Activity Report for August, 2024

Strategic Initiative

Owner of Agenda Item

Steve Estey, Chief of Police, 218.929.0776, steveestey@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Accept and place on file the Hibbing Police Department Activity Report for August, 2024

Attachments

1. August 2024 Police Activity Report

HIBBING POLICE DEPARTMENT ACTIVITY

August 2024

ASLT-1 DEG-GREAT BODILY HARM-NONFAMILY-OTHER WEAPON	1
ASLT-2 DEG-DANGER WEAPON-OTHER WEAPON	1
ASLT-3 DEG-SUBSTANTIAL BODILY HARM	1
ASLT-DOMESTIC ASLT-MISD	5
ASLT-STRANGLE-ADULT ACQUAINTANCE	2
ASLT-TERRORIST THREATS RECKLESS DISREGARD RISK	3
Assault - 4th Degree - Peace Officer - Physically A	2
Assault - 4th Degree - Peace Officer - Throws/trans	1
CRIM DAM PROP-1 DEG-\$1001 AND GREATER	1
CRIM DAM PROP-4 DEG	3
CRIM DAM PROP-TAMPERING W/MOTOR VEHICLE	1
CSC-3 DEG-FEMALE-NO FORCE-F	1
Criminal Sex Conduct-3rd Degree-Force or Coercion-	1
Criminal Sexual Conduct - 5th Degree - Nonconsensua	1
Criminal Vehicular Operation - Substantial Bodily H	1
DISTURB-DISORDERLY CONDUCT	2
DISTURB-RIOT-2 DEG-ARMED WITH WEAPON	6
DRUGS-5TH DEGREE-POSSESS-METHAM-F	1
Dangerous Weapon-Discharge Firearm-Endanger Safety-	1
Disorderly Conduct-Offensive/Abusive/Noisy/Obscene-	6
Disturbance/General Problem Call	1
Domestic Abuse - Violate Order for Protection-GM	1
Domestic Abuse - Violate Order for Protection-M	1
Domestic Abuse No Contact Order - Violate No Contac	1
Domestic Abuse No Contact Order - Violate No Contac	1
Domestic Abuse; Violates order for protection w/in	1
Domestic Assault-GM-Subsequent Violation-GM	1
Domestic Assault-Misdemeanor-Commits Act to Cause F	2
Drivers License - Driving without a valid license f	1
GOVT-OBSTRUCT LEGAL PROCESS-NO FORCE-MISD	4
HIB-Abandoned Vehicle	1
HIB-Barking Dogs	3
HIB-Dog at Large	1
HIB-No Dog License	1
HIB-Vaccination Requirements	1
Harassment; Restraining Order - Violate Restraining	1
Hit and Run, Prop Dam MV	1
INDECENT EXPOSURE	1
MV Reg-Expired Tabs	1
Murder-2nd Degree-Without Intent-While Committing a	1
Obstruct Legal Process-Interfere w/Peace Officer- G	1

Overwork/Mistreat Animals-Abandon- MS	2
TRAF-DUI-3 DEG-ALCOHOL CONC OVER .08 OR MORE W/I 2	1
TRAF-DUI-3 DEG-GM	1
TRAFFIC-ACCIDENTS-DRIVER FAILS TO STOP FOR ACCIDENT	1
TRAFFIC-DAC	1
TRAFFIC-DAR	5
TRAFFIC-DUI-4 DEG-COMBINATION	1
TRAFFIC-DUI-Third-Degree Driving While Impaired-1 A	1
TRAFFIC-DWI-4 DEG DRIVE WHILE IMPAIRED	1
TRAFFIC-INSURANCE-UNINSURED VEHICLE	1
TRAFFIC-Keep To The Right	1
TRESPASSING-BUILDING OR DWELLING-M	6
TRESPASSING-BUSINESS	1
TRESPASSING-REFUSING TO LEAVE UPON LAWFUL DEMAND	1
Theft-\$500-\$1000- GM - Other Property	3
Theft-Shoplifting-\$500 or less - M	10
Traffic - Careless Driving - Operate any vehicle ca	4
Traffic Regulation - Driver Must Carry Proof of Ins	2
Traffic Regulation - Operate motorcycle with expire	1
Trespass-Return to Property Within One Year- MS	2
Trespass-School Property-Subd 4(a)- MS	1
Violate No Contact Order - Within 10 years of the f	1
WEAPON-POSS-INELIGIBLE CONVICTED OF VIOLENT CRIME W	1
Total	117
Total number of calls generated in Aug	1686
Total number of administrative tickets in Aug	6
Total number of parking tickets in Aug	62



Request for Council Action

City Council Action

Authorize the posting of a Full-Time Wastewater Treatment Plant Operator

Description of Agenda Item

Authorize the posting of a Full-Time Wastewater Treatment Plant Operator

Strategic Initiative

Owner of Agenda Item

Angela Kleffman, HR Director, 218.295.2275, angelakleffman@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Replace Joe Zezel

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Budgeted

Action Requested

Authorize the posting of a Full-Time Wastewater Treatment Plant Operator

Attachments

1. RCA - WWTP Operator Posting



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: None

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the posting of a Full-Time Wastewater Treatment Plant Operator.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Dave Hurd | WWTP | Davehurd@hibbingmn.gov

Jesse Story | Engineering/Public Works | Jessestory@hibbingmn.gov | 218-969-0629

Angela Kleffman | Human Resources | anglelackleffman@hibbingmn.gov | 218-312-1574

Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal

Replace Joe Zezel.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the posting of a Full-Time Wastewater Treatment Plant Operator.



Request for Council Action

City Council Action

Authorize the hire of Emma LaVigne for the City Services Seasonal Maintenance Position pending pre-employment contingencies

Description of Agenda Item

Authorize the hire of Emma LaVigne for the City Services Seasonal Maintenance Position pending pre-employment contingencies

Strategic Initiative

Owner of Agenda Item

Angela Kleffman, HR Director, 218.295.2275, angelakleffman@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Budgeted

Action Requested

Authorize the hire of Emma LaVigne for the City Services Seasonal Maintenance Position pending pre-employment contingencies

Attachments

1. RCA - Emma LaVigne Hire



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: None

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the hire of Emma LaVigne for the City Services Seasonal Maintenance position pending pre-employment contingencies.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Choose an item.

Nick Arola | City Services | Nickarola@hibbingmn.gov | 218-421-5565

Angela Kleffman | Human Resources | anglelakleffman@hibbingmn.gov | 218-312-1574

Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal

Replace Dylan Mattson.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the hire of Emma LaVigne for the City Services Seasonal Maintenance position pending pre-employment contingencies.



Request for Council Action

City Council Action

Authorize the hire of Alan Hagberg for the Full-Time City Services Maintenance Position pending pre-employment contingencies

Description of Agenda Item

Authorize the hire of Alan Hagberg for the Full-Time City Services Maintenance Position pending pre-employment contingencies

Strategic Initiative

Owner of Agenda Item

Angela Kleffman, HR Director, 218.295.2275, angelakleffman@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

budgeted

Action Requested

Authorize the hire of Alan Hagberg for the Full-Time City Services Maintenance Position pending pre-employment contingencies

Attachments

1. RCA - Alan Hagberg



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: None

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the hire of Alan Hagberg for the Full-Time City Services Maintenance position pending pre-employment contingencies.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Choose an item.

Nick Arola | City Services | Nickarola@hibbingmn.gov | 218-421-5565

Angela Kleffman | Human Resources | anglelackleffman@hibbingmn.gov | 218-312-1574

Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal

Replace Jared Sanborn.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the hire of Alan Hagberg for the Full-Time City Services Maintenance position pending pre-employment contingencies.



Request for Council Action

City Council Action

Authorize the City of Hibbing's Fall Yard Waste Clean-Up beginning October 28th through November 8th, 2024

Description of Agenda Item

Authorize the City of Hibbing's Fall Yard Waste Clean-Up beginning October 28th through November 8th, 2024

Strategic Initiative

Owner of Agenda Item

Jesse Story, City Engineer-Director of Public Works, 218.969.0629, jessestory@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Authorize the City of Hibbing's Fall Yard Waste Clean-Up beginning October 28th through November 8th, 2024

Attachments

1. 2024 Fall Yard Cleanup

CITY OF HIBBING

FALL

YARD WASTE CLEAN-UP

The City of Hibbing Public Works Department will be picking up yard waste from gardens, grass, leaves, and brush beginning on October 28th through November 8th, 2024.

ALL YARD WASTE MUST BE NEATLY PILED OR PLACED ON THE BOULEVARD OR NEXT TO THE ALLEY BY 7:00 AM October 28th.

Please place yard waste adjacent to your property. DO NOT USE OR BLOCK GARBAGE CANS.

Garden waste, grass and leaves must be bagged for pickup. Brush must be neatly stacked no longer than 6 feet. No single item shall weigh more than 40 pounds.

The Public Works crews will travel streets and alleys ONLY ONCE for yard waste pick up.

The Public Works crews WILL NOT go on private property for pick up.

Any yard waste placed after October 28th, and the Public Works crews have already been by that area, will be the property owners responsibility for disposal at the City Recycle Center.

Your cooperation in this fall clean-up will help us complete this community project in the time allotted.

Questions, call the Hibbing Engineering Department at 218-312-1571.



Request for Council Action

City Council Action

Authorize the Acting Mayor to sign a Letter of Support of the Hibbing Area Chamber of Commerce's request for Culture and Tourism grant funding for the purchase of mobile mural track systems for the Hibbing Community

Description of Agenda Item

Authorize the Acting Mayor to sign a Letter of Support of the Hibbing Area Chamber of Commerce's request for Culture and Tourism grant funding for the purchase of mobile mural track systems for the Hibbing Community

Strategic Initiative

Owner of Agenda Item

Candie Seppala, City Clerk - Deputy Administrator, 218-312-1560,
candieseppala@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Authorize the Acting Mayor to sign a Letter of Support of the Hibbing Area Chamber of Commerce's request for Culture and Tourism grant funding for the purchase of mobile mural track systems for the Hibbing Community

Attachments

1. Chamber letter of support Public Artwork



Sept. 27, 2024

To whom it may concern:

I am writing this letter in support of the Hibbing Area Chamber of Commerce's request for Culture and Tourism grant funding for the purchase of mobile mural track systems for the Hibbing community.

I wholeheartedly support public artwork in our community, as public artwork plays a vital role in enriching the lives of residents and visitors. Even those simply passing through our community benefit from the visual aesthetics it offers.

In addition to enhancement and beautification of the visual landscape, I believe public artwork:

- Has cultural and economical impact: It has the power to attract tourists, become cultural landmarks and turn neighborhoods into vibrant destinations. This influx could stimulate business and open the door to economic growth.
- Aids in well-being and mental health: The visual beauty of public art enhances the physical environment, making shared spaces more inviting and pleasant. Studies show that exposure to art can reduce stress, foster creativity and improve mental well-being.
- Encourages social cohesion and inclusion: Art can serve as a unifying force, bringing together diverse groups of people and sparking dialogue. Public artwork can help build stronger social connections and promote inclusivity and understanding.
- Promotes civic engagement: People of all ages and backgrounds could be invited to contribute to public artwork. This engagement strengthens the connection between the community and its public spaces, deepening local investment in the arts and fostering a stronger sense of collective responsibility.

All of the above points also support the Chamber's desire to promote Hibbing and the opportunities our region offers to people of all abilities.

In conclusion, public artwork not only enhances the visual landscape but also strengthens the social, cultural and economic fabric of our community. It is an investment in both our present well-being and the future legacy we leave for generations to come. I fully support initiatives that promote public art, as it plays a crucial role in shaping a vibrant and cohesive community.

Thank you for considering this letter of support.

Justin Fosso,
Acting Mayor of Hibbing



Request for Council Action

City Council Action

Authorize the hire of Jeffrey Lang for the Full-Time Auto Truck Driver/Skilled Labor Position effective October 17, 2024

Description of Agenda Item

Authorize the hire of Jeffrey Lang for the Full-Time Auto Truck Driver/Skilled Labor Position effective October 17, 2024

Strategic Initiative

Owner of Agenda Item

Nick Arola, City Services Director, 218.421.5565, nickarola@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Authorize the hire of Jeffrey Lang for the Full-Time Auto Truck Driver/Skilled Labor Position effective October 17, 2024

Attachments

1. RCA - Jeff Lang Hire



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: None

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the hire of Jeffrey Lang for the Full-Time Auto Truck Driver/Skilled Labor position effective October 17, 2024.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Choose an item.

Nick Arola | City Services | Nickarola@hibbingmn.gov | 218-421-5565

Angela Kleffman | Human Resources | anglelakleffman@hibbingmn.gov | 218-312-1574

Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal

Replace Gary Sporer.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the hire of Jeffrey Lang for the Full-Time Auto Truck Driver/Skilled Labor position effective October 17, 2024.



Request for Council Action

City Council Action

Approve the updated City Services Maintenance Lead job description

Description of Agenda Item

Approve the updated City Services Maintenance Lead job description

Strategic Initiative

Owner of Agenda Item

Angela Kleffman, HR Director, 218.295.2275, angelakleffman@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Approve the updated City Services Maintenance Lead job description

Attachments

1. RCA - Maintenance Lead Job Description
2. Maintenance Lead - 10.2.24



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Maintenance Lead Job Description

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Approve the updated City Services Maintenance Lead job description.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Choose an item.

Nick Arola | City Services | Nickarola@hibbingmn.gov | 218-421-5565

Angela Kleffman | Human Resources | anglelakleffman@hibbingmn.gov | 218-312-1574

Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the posting for a Full-Time Maintenance Lead with the City Services Department.



CITY OF HIBBING JOB DESCRIPTION

JOB TITLE: Maintenance Lead

DATE: October 27, 2022
October 2, 2024

DEPARTMENT: City Services

PAY GRADE: N/A

EXEMPTION STATUS: Non-Exempt

REPORTS TO: City Services Director

SCOPE OF POSITION:

Responsible for assisting the City Services Director in assigning job duties, providing work direction, planning, monitoring, organizing, and scheduling of staff. Schedules maintenance responsibilities and coordinates resources and/or contractors to ensure effective and efficient completion of the improvement, maintenance, and repairs of city owned equipment, facilities, systems, and properties. Performs skilled technical work on facility equipment and related systems and grounds. Assists with the training of staff to ensure safe and proper equipment operations. At times of the year, must be available for extended workdays, weekends and evening shifts, call back shifts, shift schedule changes, snow and ice control, and other emergencies.

Work Environment: Works with and performs duties and tasks both indoor and outdoor including all weather conditions and varying temperatures; handles cleaning solvents, chemicals, and paint materials. Handling of fuels, oils, pesticides, herbicides, turf maintenance chemicals, fertilizers, and cleaning chemicals. Arena and facilities Lead Worker will work in ammonia refrigeration plant.

Supervision Received: Works under the general supervision of the City Services Director.

Supervision Exercised: Assists with assigning of duties, providing work direction, and monitoring of Maintenance Workers, Seasonal and part-time staff, and volunteer work crews.

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The following list is not intended to be all-inclusive, as duties will vary depending upon the direction of the City Services Director:

PRIMARY RESPONSIBILITIES:

- Assists Director with providing work direction and assigning job duties to staff to ensure completion of tasks and effective performance in a timely manner.
- Assist Director with ensuring staff time, equipment, and resource usage are being utilized in accordance with City safety standards and aligns with organizational goals.
- Assists Director with planning and coordinating maintenance and repair activities necessary to maintain City facilities, equipment, and systems in a safe and operational/useable condition.
- Prepare work and maintenance schedules for Director's review, identifying personnel and resources necessary to complete and accomplish job responsibilities at assigned City facilities.
- Train full-time, part-time, seasonal, and volunteer employees with respect to operating equipment, safety requirements, and work procedures. Assist Director with establishing work methods, procedures, and standards to ensure compliance with all appropriate safety rules and regulations, including OSHA standards, City safety standards, and all other appropriate State and Federal safety regulations.
- Periodically conducts building and grounds inspections of City facilities to ensure assets are properly maintained and repaired. Identifies deficiencies and makes recommendations to Director for repair. Facility inspections & repairs may be administered daily, periodic, and on an emergency basis.
- Assist with the planning and implementing of long-term improvements of City assets.
- Assists with investigating citizen complaints, responding to citizen requests/issues, implementing appropriate solutions, and if necessary, referring to the City Services Director.
- Provides and sets the example for excellent customer service.
- Utilizes computer technology for work management, information management, maintain records/files, and communications. Provide necessary reports at the Director's request.
- Provide input to the Director for budget preparation and tracks expenditures throughout the year.
- Works effectively with and assists user groups, and other stakeholder groups.
- Assists Director with meeting seasonally with user group representatives regarding short- and long-term issues and/or goals.
- Assist with games/tournaments, special events, and any other show/event held at City facilities the Director deems necessary.
- Attends seminars/classes as directed that are related to field.
- Must also be able to perform all job duties outlined in the Maintenance Worker job description.

- Perform other duties as assigned.

Maintenance Lead Person with focus on Arena's & Facilities

- Execute all aspects of repairs and maintenance involved in the operation of ice hockey arena setting, but is not limited to, ice resurfacer, refrigeration equipment and ice sheet, installation and painting of ice sheet, building HVAC systems, plumbing & electrical, hockey boards and glass, anything within the facility, facility envelope, and surrounding grounds, including snow removal in the winter months.

Maintenance Lead Person with focus on golf and turf specific responsibilities.

- Execute all aspects of repairs and maintenance involved in the operation of a golf course, parks, trails, and sports turf setting, but not limited to, irrigation systems, watering programs, and chemical application programs, anything within facility, facility envelope, and surrounding grounds, including snow removal in the winter months.
- Ability to monitor the turf for stress, diseases, and abnormalities and implement strategies to remedy any problems.

KNOWLEDGE, SKILLS, ABILITIES:

- Considerable ability to communicate tactfully and effectively both orally and in writing with state regulatory agencies, county regulatory agencies, elected officials, City staff, and the general public.
- Thorough knowledge of the operating and maintenance requirements of a public facility. General knowledge of boilers, compressors, and refrigeration equipment related to hockey arena.
- General knowledge of plumbing, pumps, irrigation systems, electrical, and HVAC systems.
- Basic carpentry skills preferred.
- Ability to analyze service problems and participate effectively in solving them.
- Must have proficient knowledge of standard office equipment and related hardware and software. Must be able to track and document past, current, and future work orders and associated labor hours.
- Ability to utilize specialized software, systems and/or equipment related to department needs.
- Ability to generate applicable records, reports and files.
- Ability to establish and maintain effective working relationships with staff and the general public.
- Ability to assist the public, work with vendors and customers, as well as co-workers.
- Ability to read and understand MSDS sheets.
- Ability to obtain ammonia safety related training.

MINIMUM QUALIFICATIONS:

Maintenance Lead Person with focus on Arena's & Facilities

- Two-year degree in facility management, HVAC, refrigeration, parks and rec management or related degree or US Ice Rink Certification OR Three (3) years direct experience in facility management or ice arena operations.
- MN Class B driver's license with Tank Vehicle Encodement required or ability to obtain within one year.
- Forklift Certification required within one year.
- CPR/First Aid Certification required within one year.
- Air Quality Certification required within one year.
- Bachelor's degree with coursework in facility management, HVAC/refrigeration, parks & rec management, or related field preferred.
- Two (2) years of experience as arena manager, supervisor, crew leader, or equivalent preferred.
- US Ice Rink Certification preferred.
- Special Boiler License required within one year.
- Safety sensitive position subject to random drug, alcohol, and cannabis testing.

Maintenance Lead Person with focus on golf and turf.

- Two-year degree in turfgrass management, horticulture, or related degree OR
- Five (5) years direct experience in golf course maintenance.
- Must secure forklift certification within one year.
- Must secure CPR/first aid certification within one year.
- Must secure air quality certification within one year.
- MN Class B driver's license with Tank Vehicle Encodement required or ability to obtain within one year.
- Noncommercial Pesticide Applicator License required within one year.
- Certified tree inspector License required within one year.
- Safety sensitive position subject to random drug, alcohol, and cannabis testing.

PHYSICAL REQUIREMENTS:

These physical demands are representative of the physical requirements necessary for an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable people with disabilities to perform the described essential functions of the job.

While performing the responsibilities of the job, the employee is frequently required to talk and hear. The employee is frequently required to use their hands and fingers, to handle or feel.



The employee is required to frequently stand and walk (in snow and on ice), reach with arms and hands, climb or balance, and stoop, kneel, crouch, and crawl. Vision abilities required by this job include close vision and the ability to adjust focus. The employee must frequently sit and stand, and frequently lift/move (above shoulder height) up to 55 pounds.

This job description is intended to convey information essential to understanding the scope of the position and it is not intended to be an exhaustive list of skills, efforts, duties, responsibilities or working conditions associated with the position.

I have read and understand the job requirements, responsibilities, and expectations set forth in the job description provided for my position. I attest that I am able to perform the performance responsibilities/essential functions as outlined with or without any reasonable accommodations.

Employee Name (Print)

Employee Signature

Date

REVIEWED AND APPROVED BY:

Supervisor: 10/1/2024

City Administrator: 10/1/2024

City Council: 10/2/2024



Request for Council Action

City Council Action

Description of Agenda Item

Authorize the posting for a Full-Time Maintenance Lead with the City Services Department

Strategic Initiative

Owner of Agenda Item

Angela Kleffman, HR Director, 218.295.2275, angelakleffman@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Authorize the posting for a Full-Time Maintenance Lead with the City Services Department

Attachments

1. RCA - Maintenance Lead Posting



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: None

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the posting for a Full-Time Maintenance Lead with the City Services Department.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Choose an item.

Nick Arola | City Services | Nickarola@hibbingmn.gov | 218-421-5565

Angela Kleffman | Human Resources | anglelackleffman@hibbingmn.gov | 218-312-1574

Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Replace Jeffrey Lang.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the posting for a Full-Time Maintenance Lead with the City Services Department.



Request for Council Action

City Council Action

Authorize the Acting Mayor to sign the Letter of Support for Phase 1 of the Green Iron Plant Project

Description of Agenda Item

Authorize the Acting Mayor to sign the Letter of Support for Phase 1 of the Green Iron Plant Project

Strategic Initiative

Owner of Agenda Item

Betsy Olivanti, Community Development Director, 218.421.7939, betsyolivanti@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Authorize the Acting Mayor to sign the Letter of Support for Phase 1 of the Green Iron Plant Project

Attachments

1. Letter of Support Green Iron CityOfHib justin fosso



October 2, 2024

Re: Letter of Support, Heartland Hub/OCED
Subject: Letter of Support for the Green Iron Plant Project

To whom it may concern,

I am writing on behalf of the city of Hibbing to express our full support for Phase 1 of the Green Iron Plant Project. As an integrated partner in this initiative, we recognize the critical importance of the feasibility study and analysis that Phase 1 will provide.

The proposed Integrated Green Iron Plant Project is a strong model of collaborative problem solving that is essential for northeast Minnesota to become a global leader in green mining. Integration of proven technologies across multiple disciplines, access to readily accessible raw materials, and use of low-cost energy sources and hydrogen storage will maximize efficiency, resulting in low-cost solutions. Using a pilot facility to isolate key elements for separate monitoring and evaluation will result in identification of components that can be replicated in the future. Engaging critical partners in this project will leverage the expertise needed for project Success.

We recognize this project's potential for short-term economic benefits through job creation, as well as long-term potential to demonstrate new approaches to industrial operations that take into consideration impacts to business, rural and Native communities and our environment.

If OCED grants funds towards this effort and the State of Minnesota provides matching funds, the city of Hibbing will support this effort over the defined timeframe and through the following approaches: (1.) Continuing to build strategic partnerships that lead to collaborative climate solutions; (2.) Engaging stakeholders in the improvement of a workforce that can understand and employ the skills required to operate the Integrated Green Steel Pilot Plant - as well as any future facilities that are modeled after this Pilot Project; and (3.) Leveraging the city of Hibbing's relationships and outreach strategies to disseminate information about the project. Therefore, I wholeheartedly communicate the City of Hibbing's support for this important initiative and strongly urge OCED funding.

Sincerely,

Acting Mayor Justin Fosso
401 East 21st Street, Hibbing, MN 55746
(218) 969-3369 | justinfozzo@hibbingmn.gov



Request for Council Action

City Council Action

Authorize the City Council to attend the Pathblazers Snowmobile Club Open House on Saturday, October 5, 2024 at 119 6th Street SE, Chisholm MN 55749 from Noon - 4 p.m.

Description of Agenda Item

Authorize the City Council to attend the Pathblazers Snowmobile Club Open House on Saturday, October 5, 2024 at 119 6th Street SE, Chisholm MN 55749 from Noon - 4 p.m.

Strategic Initiative

Owner of Agenda Item

Candie Seppala, City Clerk - Deputy Administrator, 218-312-1560,
candieseppala@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Authorize the City Council to attend the Pathblazers Snowmobile Club Open House on Saturday, October 5, 2024 at 119 6th Street SE, Chisholm MN 55749 from Noon - 4 p.m.

Attachments

1. DOC100124-10012024110710

**LAND OWNER AND CLUB
SUPPORTER APPRECIATION DAY**

OPEN HOUSE



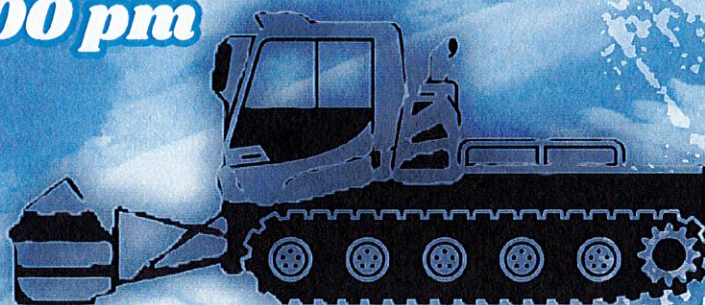
OCT. 5TH, 2024

**DOOR
PRIZES**

PATHBLAZERS

snowmobile club

Burgers, Brats, Chips, Soft Beverages
Address: 119 6th St SE, Chisholm, MN
Time: Noon to 4:00 pm



www.pathblazersclub.com



Request for Council Action

City Council Action

Set the next Hibbing City Council Meeting for Wednesday, October 16, 2024 in the City Hall Council Chamber at 5:00 p.m.

Description of Agenda Item

Set the next Hibbing City Council Meeting for Wednesday, October 16, 2024 in the City Hall Council Chamber at 5:00 p.m.

Strategic Initiative

Owner of Agenda Item

Candie Seppala, City Clerk - Deputy Administrator, 218-312-1560,
candieseppala@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Set the next Hibbing City Council Meeting for Wednesday, October 16, 2024 in the City Hall Council Chamber at 5:00 p.m.

Attachments

None



Request for Council Action

City Council Action

Set the next Hibbing City Council Workshop Meeting for Wednesday, October 16, 2024 in the City Hall Council Chamber following the Regular City Council Meeting

Description of Agenda Item

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Set the next Hibbing City Council Workshop Meeting for Wednesday, October 16, 2024 in the City Hall Council Chamber following the Regular City Council Meeting

Attachments

None



Request for Council Action

City Council Action

Offer RESOLUTION NO. 24-10-03 TO WAIVE THE CITY ASSESSMENTS TOTALING \$1,589.79 ON PARCEL IDS: 140-0050-04080, 140-0096-00850, AND 140-0220-03170 BEFORE TRANSFERRING PARCELS TO NORTH ST. LOUIS COUNTY HABITAT FOR HUMANITY FOR THE PURPOSE OF BUILDING HOMES IN THE CITY OF HIBBING

Description of Agenda Item

Offer RESOLUTION NO. 24-10-03 TO WAIVE THE CITY ASSESSMENTS TOTALING \$1,589.79 ON PARCEL IDS: 140-0050-04080, 140-0096-00850, AND 140-0220-03170 BEFORE TRANSFERRING PARCELS TO NORTH ST. LOUIS COUNTY HABITAT FOR HUMANITY FOR THE PURPOSE OF BUILDING HOMES IN THE CITY OF HIBBING

Strategic Initiative

Owner of Agenda Item

Betsy Olivanti, Community Development Director, 218.421.7939, betsyolivanti@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Offer RESOLUTION NO. 24-10-03 TO WAIVE THE CITY ASSESSMENTS TOTALING \$1,589.79 ON PARCEL IDS: 140-0050-04080, 140-0096-00850, AND 140-0220-03170 BEFORE TRANSFERRING PARCELS TO NORTH ST. LOUIS COUNTY HABITAT FOR HUMANITY FOR THE PURPOSE OF BUILDING HOMES IN THE CITY OF HIBBING

Attachments

1. 24 10 03 resolution NSLC HFH Assessment Waiver habitat for humanity
2. HabitatForHumanity Assessment Waivers RCA

3. 2024 Request for Waiving Assessments on Habitat Lots

At the Council meeting held October 2, 2024, at 5:00 P.M., in the Hibbing City Council Chambers, Councilor _____ offered the following Resolution and moved its adoption:

RESOLUTION NO. 24-10-03

RESOLUTION FOR THE CITY OF HIBBING TO WAIVE
ASSESSMENTS ON CERTAIN PARCELS OF LAND FROM ST. LOUIS
COUNTY TO CONVEY TO NORTH ST. LOUIS COUNTY HABITAT
FOR HUMANITY

WHEREAS, North St. Louis County Habitat for Humanity has built over 30 homes within the City of Hibbing to help families have quality housing in the City of Hibbing; and,

WHEREAS, There are certain tax forfeit parcels of land recently obtained by the City from the State of Minnesota via St. Louis County which are located as follows:

East 15 feet of Lot 3 and all of Lots 4 and 5, Block 21
Brooklyn Addition to Hibbing (parcel code: 140-0050-04080)

and,

Lots 3 and 4 Block 5 Forest Grove Addition to Hibbing (parcel
code: 140-0096-00850)

and,

Lot 6 Block 21 Sargent Addition to Hibbing (parcel code:
140-0220-03170)

WHEREAS, North St. Louis County Habitat for Humanity would like to build on these properties as well; and,

WHEREAS, the City Council of the City of Hibbing entered into a development agreement to convey the property to North St. Louis County Habitat for Humanity to build homes on in the near future.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of Hibbing hereby waives the pending assessments on 140-0050-04080, 140-0096-00850, and 140-0220-03170 in the amount of \$1,589.79.

The motion to adopt the foregoing Resolution was duly supported by Councilor _____, and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION: None.

ABSENT:



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda _____

Description of Agenda Item:

Resolution to waive the city assessments totaling \$1,589.79 on parcel ids: 140-0050-04080, 140-0096-00850, and 140-0220-03170 before transferring the parcels to North St. Louis County Habitat for Humanity for the purpose of building homes in the city of Hibbing.

Strategic Initiative:

2023 City Strategic Plan: Core Strategy #2: Well-Rounded, Strong Quality of Life – Quality Housing Stock that is affordable and accessible.

Core Strategy #5: Safe, Secure, and Valued Community - Everyone feels they are an integral and involved part of the community, Safe place to live and raise a family.

Owner of Agenda Item/Department/email address/Phone:

Betsy Olivanti, Community Development Director, betsyolivanti@hibbingmn.gov, (218)421-7939

Introduction/Background/Justification/Key Issues/Legal

All three of these parcels have special assessments pending recertification. The pending recertifications are as follows:

140-0050-04080 – 2018 Utility Assessment \$993.54 (PUC Share=\$613.59, City Share=\$379.95)

140-0096-00850 - 2018 Long Grass Assessment \$198.58

- 2018 Utility Assessment \$1,674.92 (PUC Share=\$1,302.94, City Share=\$371.98)

-2019 Long Grass Assessment \$162.90

-2021 Long Grass Assessment \$307.40

140-0220-03170 – 2019 Long Grass Assessment \$168.98

To ensure that NSLC Habitat for Humanity can build homes affordably on these lots, they are requesting that the City and PUC waive these assessments. The PUC portion totals \$1,916.53, and the city portion totals \$1,589.79.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact: \$1,589.79

Action Requested: Approve the resolution to waive these assessments.



**BUILDING HOMES
BUILDING HOPE**

September 23, 2024

BOARD OF DIRECTORS

Linda Scott
President

Rolf Swanson
Vice President

Don Rausch
Treasurer

Rosalyn Barker
Secretary

Jon Anderson
Steve Burgess
Kris Clover
Jenna Conda
Carolyn Dinneen
Emma Keeler
Don Knight
Paul Knuti
Nathan LeBeque
Mark McClellan
Nancy Moyer
Judy Peliska
Jacqueline Prescott
Debra Warner
Mark Weir

STAFF

Nathan Thompson
Executive Director

Marnie Maki
Family Services Manager

Tucker Nelson
**Community Engagement
Coordinator**

Isaac Mathison-Bowie
Construction Manager

Tim Officer
Construction Coordinator

5558 Enterprise Dr. NE
Mail: PO Box 24
Virginia, MN 55792
Phone: 218-749-8910
Toll free: 866-749-8910
Fax: 218-742-9799
www.nslchfh.org
habitat@nslchfh.org

Re: Waiving of Assessments

Dear Hibbing City Council and Hibbing PUC,

North St. Louis County Habitat for Humanity has been working in partnership with St. Louis County and Betsy Olivanti, Hibbing Community Development Director to acquire the three parcels listed below.

We have plans to build at least four new affordable homes on these parcels in the following years making it possible for individuals and families that make between 30% and 60% of the area's median income to build and affordably buy a home in Hibbing.

Adding to the housing stock in Hibbing benefits the whole community. As we help low-income homebuyers move out of apartments and subsidized housing, it makes more room for people in need of those basic services. Adding to the housing stock improves the community as families can put down permanent roots as homeowners and invest deeper in their community. New energy efficient homes will add to the tax base and sustainably draw on utility services for years to come. Habitat homeowners in Hibbing, on average, pay \$1,100 in property taxes and \$3,000 in utilities each year.

We are asking your consideration in waiving the past assessments against these parcels, as outlined below, to help us fulfil our mission of helping our Hibbing neighbors in need of homeownership.

140-0050-04080 – 2018 Utility Assessment \$993.54 (PUC Share=\$613.59, City Share=\$379.95)

140-0096-00850 - 2018 Long Grass Assessment \$198.58

- 2018 Utility Assessment \$1,674.92 (PUC Share=\$1,302.94, City Share=\$371.98)

-2019 Long Grass Assessment \$162.90

-2021 Long Grass Assessment \$307.40

140-0220-03170 – 2019 Long Grass Assessment \$168.98

The PUC portion totals \$1,916.53, and the City portion totals \$1,589.79.

Thank you for your consideration of this request!

Sincerely,

A handwritten signature in blue ink, appearing to read "Nathan Thompson".

Nathan Thompson, executive director



Request for Council Action

City Council Action

Authorize AEOA New Facility into Nor-Tech Property Right of Access Agreement

Description of Agenda Item

Authorize AEOA New Facility into Nor-Tech Property Right of Access Agreement

Strategic Initiative

Owner of Agenda Item

Betsy Olivanti, Community Development Director, 218.421.7939, betsyolivanti@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Authorize AEOA New Facility into Nor-Tech Property Right of Access Agreement

Attachments

1. Access Agreement AEOA and City of Hib
2. AEOA Regional Hub Narrative

ACCESS AGREEMENT

THIS ACCESS AGREEMENT (this “**Agreement**”) is entered into as of October 2, 2024, between the City of Hibbing, and the Arrowhead Economic Opportunity Agency, Inc. (AEOA), a private non-profit Community Action Agency located at 702 3rd Avenue S., Virginia, MN 55792.

RECITALS

A. The City of Hibbing owns certain real property identified as parcel 140-0106-00110 and located at 3215 14TH AVE E HIBBING MN 55746.

B. AEOA and the City of Hibbing are engaged in nonbinding discussions regarding the potential sale by the City of Hibbing of all or a portion of the Property for AEOA’s development thereon.

C. AEOA has requested to enter on the Property to investigate the Property, and the City of Hibbing is willing to permit AEOA to enter on the Property for such purposes so long as such entry and investigation are conducted in accordance with this Agreement.

PROVISIONS

In consideration of the mutual promises of the parties and intending to be legally bound hereby, the parties agree as follows:

1. **Access to the Property.** AEOA and its agents (collectively, “**AEOA Parties**”) may access and enter the Property at reasonable times during the Term (as defined below) for purposes of performing reasonable inspections, investigations, surveys and testing of the Property (collectively, the “**Investigations**”), subject to the terms and conditions herein. AEOA shall schedule all access and entry to the Property by AEOA Parties in advance through the City of Hibbing and the city’s representative may accompany AEOA Parties during any access and entry. No destructive, invasive or intrusive Investigations (including without limitation any boring or other disruptions of the soil) may be conducted by any AEOA Parties without the City of Hibbing’s express prior written consent in each instance. AEOA shall not permit any AEOA Parties to interfere with City of Hibbing’s use of or operations at the Property or any adjacent property during any Investigations or entry on the Property.
2. **Reports.** AEOA shall use all test results, studies, investigations, surveys, assessments, reports and other work product prepared by or for any AEOA Parties in connection with the Investigations (collectively, the “**Reports**”) solely for determining whether to potentially purchase all or part of the Property and, subject applicable laws, shall keep all Reports and information therein strictly confidential and not permit any AEOA Parties to disclose the same to any third party. AEOA shall provide the City of Hibbing with copies of all Reports promptly after receiving or generating the same.
3. **Term.** The term of this Agreement (the “**Term**”) shall begin on the date of this Agreement and end on the earlier to occur of: (i) the date the parties enter into a purchase agreement for the sale and purchase of all or any portion of the Property (it being the intention of the parties that any purchase agreement would contain terms that would supersede the provisions of this Agreement); or (ii) January 30, 2025. Notwithstanding the foregoing, either party may terminate

this Agreement on ten (10) days' written notice.

4. **Costs; Restoration; No Liens; Indemnification.** AEOA shall promptly pay all costs and expenses of the Investigations, shall not permit any damage to occur to the Property or any improvements thereon during any entry or activities thereon by any AEOA Parties, and shall promptly and fully repair to the City of Hibbing's reasonable satisfaction any damage caused by or arising from any such entry or activities. AEOA shall not cause or permit any lien to be placed on all or any portion of the Property in connection with any Investigations. AEOA shall defend, indemnify and hold harmless the City of Hibbing and the Property from and against any claims, losses, damages, costs and expenses (including without limitation reasonable attorneys' fees) arising out of or related to AEOA Parties' entry and activities on the Property. Any entry on the Property by any AEOA Parties and all amounts incurred by AEOA for any Investigations are at AEOA's sole risk. The City of Hibbing makes no representations or warranties regarding the Property. This **Section 4** shall survive the expiration or termination of this Agreement.
5. **Insurance.** Before any AEOA Parties enter the Property, AEOA will deliver to the City of Hibbing an insurance certificate naming the City of Hibbing as the certificate holder and as an additional insured and evidencing at least \$1,000,000 of commercial general liability insurance.
6. **No Property Interest.** This Agreement does not grant to any AEOA Parties a possessory right, easement or other interest in any portion of the Property; it merely grants a temporary, non-exclusive license to access and enter the Property as described herein.
7. **No Obligation to Sell or Purchase.** This Agreement does not obligate, and shall not be construed as obligating, (i) the City of Hibbing to sell or AEOA to purchase all or any portion of the Property, or either such party to engage in or continue any discussions or negotiations regarding such sale or purchase, or (ii) the City of Hibbing or AEOA to negotiate, execute or enter into any purchase agreement for the sale or purchase of all or any portion of the Property. Neither party shall be bound in any way with respect to the sale or purchase of the Property by virtue of this Agreement. Failure to enter into any agreement for the sale or purchase of all or any portion of the Property shall not limit either party's rights or obligations under this Agreement.
8. **Notices.** Any notice or other communication given pursuant to this Agreement shall be sent to the notice address set forth below the receiving party's signature block below.
9. **Counterparts; Electronic Signatures.** This Agreement may be executed in counterparts and may be delivered by electronic transmittal of signed counterparts (including through DocuSign and email of PDF copies).
10. **Miscellaneous.** Time is of the essence hereof. There are no third-party beneficiaries of this Agreement, intended or otherwise. Neither party may assign this Agreement without the prior written consent of the other.

IN WITNESS WHEREOF the parties have caused this Access Agreement to be executed and delivered as of the date first set forth above.

“AEOA”

**Arrowhead Economic Opportunity
Agency, Inc.**

By: _____
Scott Zahorik
Its: Executive Director _____

Notice Address:

Arrowhead Economic Opportunity Agency, Inc.
702 3rd Avenue S.
Virginia, MN 55792
Attn: Scott Zahorik, Executive Director
Email: scott.zahorik@aeoa.org

“City of Hibbing”

City of Hibbing

By: _____
Greg Pruszinske
Its: City Administrator _____

Notice Address:

City of Hibbing
401 East 21st Street
Hibbing, MN 55746
Attn: Greg Pruszinske, City Administrator
Email: gregpruszinske@hibbingmn.gov



Our Need:

AEOA currently leases a 12,500-square-foot space at Rich Lees' Central Business Center and a 2,627-square-foot kitchen at the Lee Center in Hibbing, but our growing needs have exceeded their capacity, and losing either space would significantly impact our programs and the seniors we serve. To address these challenges, we propose creating a new regional hub building that would accommodate our operational needs, support the YouthBuild program, and include a ReStore for clients to access essential household items while facilitating community donations.

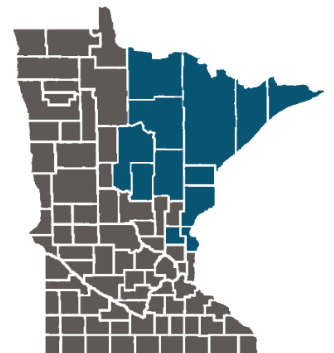
Our Ask:

AEOA is actively seeking funding to construct a new facility for our Housing and Senior & Nutrition Services Programs, with the aim of establishing a regional hub in Hibbing. A crucial aspect of this initiative is AEOA's objective to own the new building, enabling us to manage long-term costs effectively. Currently, these programs operate in rented facilities, imposing constraints on their potential growth and limiting the number of clients served in northeast Minnesota due to rental expenses.

AEOA is collaborating with the City of Hibbing to secure a piece of land and develop a new facility. This strategically located facility in Hibbing will meet our present needs and position itself as a regional hub for our Housing and Senior Nutrition Services Programs, facilitating outreach and services across northeast Minnesota. **The total project cost is \$19 million, and AEOA is requesting \$14 million to cover the expenses associated with designing, constructing, and establishing this new facility.** AEOA has engaged with St. Louis, Aitkin, Carlton, Itasca, Koochiching, and Lake counties and plans to engage with IRRR to fulfill the remaining balance of this funding requirement. We tentatively have agreements with Cook, Lake, and St. Louis counties. This expansion will involve a substantial investment by the Agency, which is equivalent to \$5 million, encompassing our staff, training, vehicles, and equipment.

About AEOA:

For over 59 years, the Arrowhead Economic Opportunity Agency (AEOA) – a private, 501(c)3 nonprofit Community Action Agency – has served as a major provider of self-sufficiency services to low-income and disadvantaged persons. AEOA's service delivery area includes 12 primarily rural counties in Northeastern and Central Minnesota, including Aitkin, Carlton, Cass, Chisago, Cook, Crow Wing, Isanti, Itasca, Koochiching, Lake, Pine, and St. Louis. In 2023, AEOA touched the lives of over 38,000 people experiencing social and economic challenges.



Senior and Nutrition Services Senior and Nutrition Services supports individuals across Aitkin, Cook, Itasca, Lake, St. Louis, Carlton, and Koochiching counties by helping them meet daily living demands, enhancing their quality of life, and ensuring access to nutritious food.

The department collaborates with 25 subcontractors, including community restaurants and medical facilities, to deliver meal services across a wide geographical area. It operates five agency kitchens, with the largest located in Duluth and Hibbing.

Establishing a new regional Hub would enhance operations, allowing for more efficient and cost-effective service delivery to seniors. This expansion would also increase the capacity for frozen meal services to Koochiching, Lake, and South St. Louis counties, providing opportunities for current staff to transition to full-time roles and the potential hiring of an additional three to four staff members.

702 Third Ave South, Virginia, Minnesota 55792-2797
(218) 749-2912 · (800) 662-5711 · FAX: (218) 749-2944

Equal Opportunity Employer and Affirmative Action Agency



Last year, Senior Nutrition Provided **378,782 meals** to **8,492 seniors** across the programs service area.

Over **187,000 meals** were delivered to homebound seniors.

In partnership with Second Harvest Heartland, we distributed **36,100 frozen meals** to individuals who were homeless, had a **disability**, or members of **BIPOC** communities.

Housing Services builds our communities in Cook, Lake, and St. Louis Counties by helping people meet their basic living needs, have affordable, quality housing, and improve their quality of life.

In Hibbing, we have a workforce of 43 Housing staff members, and we are expanding our team to approximately 80 staff members. The goal is to address the increasing demands of our communities, and we will persist in these efforts with the support of our partners.

Energy Assistance & Weatherization

- Weatherization insulates, air seals, and performs mechanical work for **316** income-eligible **households** last year.
- Energy Assistance Program provided mechanical work & inspections to **75 families** last year.
- Conservation Improvement Programs in partnership with utilities to make energy efficient programs helped **567 homeowners** last year.

Home Rehabilitation

- The Rehab program makes basic home improvements to the safety, livability, energy efficiency and accessibility for eligible community members. Last year this program served **32 households** and has **60 projects in the works**.
- In partnership with St. Louis County the Septic System Program completed **15 projects** last year and has **18 projects in the works**.

Housing Supports

- Emergency Housing Programs assisted **25 households** last year with \$20,000 in funding.
- The Live Well at Home Program made safety and accessibility repairs to homes of **29 seniors** allowing them to safely age in place.

YouthBuild: YouthBuild is a community-based pre-apprenticeship program designed to provide job training and educational opportunities for at-risk youth ages 16-24 who have dropped out of high school or are at risk of doing so. Participants gain hands-on construction and carpentry skills while working toward their GED or high school diploma. Currently, YouthBuild operates in Itasca County, with plans to expand into St. Louis County, where a dedicated space will be required to deliver these services.

YouthBuild plans to serve 16 youth per year providing certifications like **CPR, OSHA, and NCCER**.

ReStore: To better support our community members, AEOA plans to establish a ReStore where clients can access essential household items as they transition into stable housing, while also providing a space for community members to donate or repurpose items they no longer need.

702 Third Ave South, Virginia, Minnesota 55792-2797
(218) 749-2912 · (800) 662-5711 · FAX: (218) 749-2944

Equal Opportunity Employer and Affirmative Action Agency



Request for Council Action

City Council Action

Oddwe RESOLUTION NO. 24-10-04 WAIVING THE PLANNING COMMISSION'S REVIEW OF THE CITY OF HIBBING CONVEYING REAL PROPERTY TO HABITAT FOR HUMANITY IN HIBBING, MINNESOTA

Description of Agenda Item

Oddwe RESOLUTION NO. 24-10-04 WAIVING THE PLANNING COMMISSION'S REVIEW OF THE CITY OF HIBBING CONVEYING REAL PROPERTY TO HABITAT FOR HUMANITY IN HIBBING, MINNESOTA

Strategic Initiative

Owner of Agenda Item

Andy Borland, City Attorney, andyb@sellmanborlandsimon.com

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Oddwe RESOLUTION NO. 24-10-04 WAIVING THE PLANNING COMMISSION'S REVIEW OF THE CITY OF HIBBING CONVEYING REAL PROPERTY TO HABITAT FOR HUMANITY IN HIBBING, MINNESOTA

Attachments

1. Resolution 24-10-04

At the Council meeting held Wednesday, October 2, 2024, at 5:00 P.M., in the Hibbing City Council Chambers, Councilor _____ offered the following Resolution and moved its adoption:

RESOLUTION No. 24-10-04

RESOLUTION WAIVING THE PLANNING COMMISSION'S REVIEW OF
THE CITY OF HIBBING CONVEYING REAL PROPERTY TO HABITAT FOR HUMANITY
IN HIBBING, MINNESOTA

WHEREAS, The City of Hibbing is potentially conveying land in Hibbing, St. Louis County, Minnesota 55746, legally described as follows, to-wit:

Parcel Code 140-0050-04080
East 15 feet of Lot 3, and all of Lots 4 and 5, Block 21,
BROOKLYN

Parcel Code 140-0096-00850
Lots 3 and 4, Block 5, FOREST GROVE

Parcel Code 140-0220-03170
Lot 6, Block 21, SARGENT ADDITION TO HIBBING

to Habitat for Humanity; and,

WHEREAS, The City of Hibbing has adopted a Comprehensive Plan as contemplated by Minnesota Statutes Section 462.356; and,

WHEREAS, Said Statute provides that all acquisitions and conveyances of real property by the municipality shall be reviewed by the Planning Commission of the entity; and,

WHEREAS, Said Statute further contemplates that referring the matter to the Planning Commission to determine if said purchase/conveyance is in compliance with the Comprehensive Plan may be waived if the governing body (City Council) by a two-thirds vote dispenses with the referral to the Planning Commission.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Hibbing that the City of Hibbing hereby waives referral to the Hibbing Planning Commission for its review of the contemplated conveyances of real property to the Habitat for Humanity, legally described above, by Hibbing for a determination regarding whether the acquisition is in compliance with the City of Hibbing's Comprehensive Plan.

City of Hibbing
Resolution 24-10-04
October 2, 2024

The motion to adopt the foregoing Resolution was duly supported by Councilor _____, and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSTAINING:

ABSENT:

Adopted and passed this 2nd day of October, 2024.

CITY OF HIBBING

Mayor Pete Hyduke

ATTEST:

Candie Seppala, Clerk

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution adopted and passed by the Hibbing City Council at its regular meeting held Wednesday, October 2, 2024.

(City seal)

Candie Seppala
Senior Executive Assistant

City of Hibbing
Resolution 24-10-04
October 2, 2024



Request for Council Action

City Council Action

Approve the 2025 Health Insurance Plan with Pereto for active employees and early retirees

Description of Agenda Item

Approve the 2025 Health Insurance Plan with Pereto for active employees and early retirees

Strategic Initiative

Owner of Agenda Item

Sheena Mulner, Finance Director - Treasurer, 218-312-1602, sheenamulner@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

As presented at the regular City council meeting of August 21, 2024, we are recommending a move to a self-funded arrangement with Pareto. Under this arrangement, the City will pay fixed costs, including administration and stop-loss insurance, and actual cost of claims incurred by members, rather than those claims being paid by the insurance carrier.

This change would result in a 10% increase from the 2024 budget, and while the funding mechanism will change under this model, the employee/patient experience will remain the same. There will be no change to network, deductible, or VEBA contributions.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Budgeted. 10% overall budget increase from 2024

Action Requested

Approve the 2025 Health Insurance Plan with Pereto for active employees and early retirees

Attachments

1. RCA - 2025 Health Insurance
2. v3 Swiss Legend Re Implementation Overview - City of Hibbing



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: None

Main Agenda ☒

Consent Agenda ☐

Description of Agenda Item: Approve the 2025 Health Insurance plan with Pereto for active employees and early retirees.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Choose an item.

Sheena Mulner | Finance | Sheenamulner@hibbingmn.gov | 218-262-3486

Angela Kleffman | Human Resources | anglelakleffman@hibbingmn.gov | 218-312-1574

Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal

As presented at the regular City council meeting of August 21, 2024, we are recommending a move to a self-funded arrangement with Pareto. Under this arrangement, the City will pay fixed costs, including administration and stop-loss insurance, and actual cost of claims incurred by members, rather than those claims being paid by the insurance carrier.

This change would result in a 10% increase from the 2024 budget, and while the funding mechanism will change under this model, the employee/patient experience will remain the same. There will be no change to network, deductible, or VEBA contributions.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

Budgeted. 10% overall budget increase from 2024.

Action Requested: Approve the 2025 Health Insurance plan with Pereto for active employees and early retirees.



Legend Re Implementation Overview

Pareto Captive Services, LLC ("Pareto") has previously provided you with one or more Conceptual Indications. While these use employer-specific numbers, these Indications are not a formal offer to provide any insurance or to join any specific captive. We use the Indication to make sure that you understand the basic concepts of the program and the value proposition. These are not legally binding documents and the terms and conditions are for illustrative purposes only. Once the program has been implemented, these documents have no bearing.

At your request, we have submitted your company's information to the program's stop loss carrier, Westport Insurance Corporation, and obtained a formal stop loss proposal. The pages that follow provide a breakdown of the proposed terms of the Stop Loss Policy along with a comparison to the figures shown in the Conceptual Indication. Please note that these proposed terms are contingent upon Westport Insurance Corporation's acceptance of your Disclosure Statement as explained below; emerging claims revealed in the Disclosure Statement may change the proposed terms.

If you choose to join the "program", you will execute the following sets of contracts:

- A stop loss policy
- Captive documents
- Administrative agreements

These contracts take precedence over all previous communications and documents. Each of these sets of contracts and the associated processes are further explained below.

Stop Loss Policy

A stop loss policy is issued to each employer by Westport Insurance Corporation. The procedure to finalize the policy parallels that of any other stop loss policy:

- Each employer will be given a stop loss proposal.
- Each employer must complete a Disclosure Statement detailing any known claims. The form cannot be completed more than 75 days prior to inception of the stop loss policy.
- Westport Insurance Corporation will issue an Application, which summarizes all terms. The employer will sign the Application, which will contingently bind coverage (the contingencies are premium payment, final SPD, and final census). Please note that the captive capital contribution is due before the Application is issued.
- A stop loss policy will be issued (typically 30-60 days into the policy period).

Your broker is placing the stop loss policy. Your broker will need to be appointed by Westport Insurance Corporation on the stop loss policy.

Captive Documents

The captive is an insurance company dedicated to this program. It is licensed and regulated by the Tennessee Department of Insurance. Each employer will be required to execute several documents in order to effect their participation in the captive:

- Investor Profile Form – Provides background information to Legend Re
- Captive Operating Agreement – Details the management and organization of the captive
- Subscription Agreement – The employer's commitment to provide capital to the captive

Pareto will provide instructions detailing the steps for completing these documents.

Administrative Agreement(s)

Each employer will work with its TPA to finalize plan design and administrative agreements and to have employee ID cards issued. Pareto is not involved with this part of the process and is not party to the agreements. This part of the process can and should be started as soon as possible. This will ensure that the employer has plenty of time to prepare for open enrollment.



City of Hibbing

Effective Date 01/01/2025

New Business Proposal

Presented by: Pareto Captive Services, LLC

Administrator: Amerihealth Administrators, Inc. | Philadelphia | PA

The Accident & Health Group of Swiss Re Corporate Solutions has been providing in-depth product knowledge and solutions to customers since 1975. Our long history and continuity in this market gives both our policyholders and their trusted advisors confidence in knowing they are backed by experts who adapt to market trends and provide market-leading capacity. Our Employer Stop Loss portfolio includes medical stop loss, group stop loss captives, and an organ transplant solution program. We are a direct writer for self-insured employer groups in all 50 states and coverage is underwritten by Swiss Re Corporate Solutions America Ins. Corp., rated "A+ (Superior)" by A.M. Best Company.

Our Products

Specific excess stop loss

Specific stop loss limits the employer's cost for eligible medical expenses for each covered individual.

Aggregate excess stop loss

Aggregate stop loss limits the employer's overall annual cost for a self-funded plan. This coverage addresses the accumulation of expenses of all covered individuals on the plan.

Employer group captives

Our captive program allows smaller employers (50-400 covered employees) a way to collectively reinsure their self-funded employee benefit plan and gain control over costs. Collaborating with the industry's leading captive managers and TPAs, we are able to provide all the advantages of a traditional self-funded program with less volatility.

Organ Transplant Solution (OTS)

OTS allows our clients to carve transplant risk out of their medical stop loss coverage through a pooled transplant stop loss policy. OTS is offered on a standalone basis with a 12-month pre-existing condition limitation or underwritten in conjunction with our medical stop loss policy with no pre-existing limitation. We also allow the employer to choose their specific deductible (up to \$50,000) and whether their coverage will include out-of-network coverage. When transplant candidates are identified, OTS provides access to quality care while minimizing the financial impact to the employer health plan.

Stop Loss Features

- Aggregating specific deductible (ASD)
- Early Lock-in
- Expedited reimbursement (for ASO administered policies)
- Experience refund feature
- Gapless renewal run-out
- Minimum essential coverage (MEC)
- Monthly aggregate accommodation
- No new laser (NNL)
- Referenced based pricing
- Specific advanced funding
- Terminal liability option (TLO)

Our Claims Commitment



More than 95% of claim reimbursements received and processed in under 5 business days.

City of Hibbing

Effective Dates: 01/01/2025 - 12/31/2025

Presented By: Pareto Captive Services, LLC

Proposal Number: 12242-07

Issuing Carrier: Swiss Re Corporate Solutions
America Ins. Corp.

Business Development Manager:
Direct_Rep@test.test

Underwriter:
Geo Filippides
Geo_Filippides@swissre.com

OPTION SUMMARY

Sold Notice: Our client has selected the Option indicated below

When this case sells with Swiss Re Corporate Solutions, we will be pleased to prepare our Sold Application Package for you. This package will contain a completed application with agreed upon rates, factors and contingencies.

To select coverage, simply mark the box next to the option you want, date where indicated below and email to Geo Filippides Geo_Filippides@swissre.com.

	Option	Specific Deductible	Specific Contract	Client's Liability	Total Specific Premium	Aggregate Contract	Total Aggregate Premium	Attachment Point
☐	1	\$ 100,000	12/18	\$ 0.00	\$ 786,322	12/18	\$ 14,908	\$ 4,536,022

By: Pareto Captive Services, LLC

Date:

This proposal expires if applications are not requested before the valid through date.

City of Hibbing

Effective Dates: 01/01/2025 - 12/31/2025

Presented By: Pareto Captive Services, LLC

Proposal Number: 12242-07

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Geo_Filippides@swissre.com

SPECIFIC STOP LOSS COVERAGE		Option1
Coverages		Medical, Rx Card
Specific Deductible per Individual		\$ 100,000
Except For		
cebde4c6b9c123d568138c819dc90a8a		\$ 400,000
430e619c0d7bffbe363a7322f5967205		\$ 200,000
06241c0639f12d2637a777bd5e91b325		\$ 300,000
Lifetime Reimbursement		Unlimited
Maximum Policy Period Reimbursement		Unlimited
No New Laser Option		Excluded
Renewal Rate Cap		--
Organ Transplant		Primary
Retiree Coverage		Included
Experience Refund		Excluded
Terminal Liability Option		Excluded
Contract Basis		12/18
Specific Rate(s) Per Month	Enrollment	
Employee	66	\$ 200.82
Employee plus spouse	0	\$ 400.03
Employee plus child(ren)	0	\$ 354.04
Family	87	\$ 600.84
Estimated Policy Period Premium		\$ 786,322
Quoted Rate(s) include Commission of		0 %
AGGREGATE STOP LOSS COVERAGE		Option1
Coverages		Medical, Rx Card
Contract Basis		12/18
Loss Limit per Individual		\$ 100,000
Rate Per Month	Enrollment	
Composite	153	\$ 8.12
Estimated Policy Period Premium		\$ 14,908
Monthly Aggregate Accommodation		Included
Quoted Rate(s) include Commission of		0 %
Terminal Liability Option		Excluded
Monthly Aggregate Claim Factors	Enrollment	
Medical, Rx Card	Included	
Employee	66	\$ 1,158.44
Employee plus spouse	0	\$ 2,307.61
Employee plus child(ren)	0	\$ 2,042.33
Family	87	\$ 3,466.04
Maximum Policy Period Reimbursement		\$ 1,000,000
Aggregate Corridor		125 %
Attachment Point		\$ 4,536,022
Minimum Attachment Point		\$ 4,536,022
OVERALL COST SUMMARY		Option1
Total Fixed Cost		\$ 801,230
Attachment Point		\$ 4,536,022
Overall Cost		\$ 5,337,252

City of Hibbing

Effective Dates: 01/01/2025 - 12/31/2025

Presented By: Pareto Captive Services, LLC

Proposal Number: 12242-07

Issuing Carrier: Swiss Re Corporate Solutions
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PROPOSAL QUALIFICATIONS AND CONTINGENCIES

Quoted terms and conditions are subject to possible revision based upon the receipt and review of the following Items:

- This proposal is subject to the plan document containing a Reasonable and Customary provision, if the plan document does not contain such a provision one will be added to the stop loss policy.
- This proposal is based on standard policy provisions, limitations and exclusions contained the issuing carrier's stop loss policy as well as the qualifications and contingencies specified in supplemental correspondence developed by Swiss Re Corporate Solutions
- The proposed rates and factors are based upon the data supplied in the request for proposal and does not constitute an offer to bind coverage. Any inaccuracy or misrepresentation in the data or any material change in the plan design or census data supplied can necessitate a recalculation of the rates and factors, or cause a claim to be reevaluated, denied or void coverage retroactive to the effective date of the policy.
- Applicant, its agent and/or administrator does not have the authority to bind or modify terms of this stop loss coverage proposal.
- Swiss Re Corporate Solutions and Westport Insurance Corporation ("Westport"), North American Specialty Insurance Company ("North American Specialty") or Swiss Re Corporate Solutions America Insurance Corporation ("Swiss Re Corporate Solutions America") may pay the selling broker or Third Party Administrator compensation for the promotion and sale of the products and services offered in this proposal. In addition to our standard compensation arrangements, we may make additional cash and/or non-cash payments or reimbursements to selling brokers in recognition of their marketing and distribution activities, persistency levels and volume of business. We encourage brokers and their clients to discuss what commissions may be paid in connection with the purchase of products and services from Westport, North American Specialty or Swiss Re Corporate Solutions America.
- Coverage ceases upon termination of the administrator, placement of an insured policy or at the end of the policy period. Specific coverage may be elected by itself. Aggregate must be accompanied by Specific coverage.
- This proposal is subject to review and acceptance of the employer's signed plan document (within 60 days of the effective date) confirming that all plan document provisions associated with this proposal have been met. Please review your plan document as reimbursements will be limited to the lesser of the benefit maximum reflected in the plan document or the Maximum Reimbursement amount reflected in this proposal.
- This proposal assumes a minimum of 75% participation of all eligible employees as stated in the plan document. Should the 75% minimum participation or the current eligibility differ in any way, verification will be needed and this offer may be re-evaluated.
- This proposal assumes that Medicare is primary for retirees age 65 and over. If Medicare is not primary, we reserve the right to reevaluate the terms of this proposal.
- Unless otherwise noted within these Qualifications & Contingencies, this proposal is subject to receipt, review and approval of updated claim information to include paid, pending, denied, held and suspended reports. In addition, diagnosis, current and future treatment plan, and prognosis is required for known or expected shock claimants
- This proposal is subject to information on claims under assessment by an Independent Review Organization (IRO).
- Composite rates are illustrative only unless approved by Underwriting

City of Hibbing

Effective Dates: 01/01/2025 - 12/31/2025

Presented By: Pareto Captive Services, LLC

Proposal Number: 12242-07

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- This proposal is subject to the condition that the appropriate licensed individual insurance producer or agency or both (as required by the law of the state in which a policy would be delivered) is appointed by us prior to the effective date of the quoted policy.
- Refer to options page for Retiree Coverage per option.
- Refer to options page for Organ Transplant per option.
- The additional claims liability assumed by the employer from an Aggregating or Named Aggregating Specific Corridor will not be eligible under the aggregate.
- Refer to options page for renewal Rate Cap per option.
- Refer to options page for Terminal Liability Option (TLO) per option.
- Terminal Liability Option (TLO) must be selected on or before inception of reinsurance coverage and cannot be added off anniversary. Premiums are due monthly and are not reimbursable if the option is not enacted. To enact TLO, the employer must notify Swiss Re Corporate Solutions of their intention not to renew, no later than 30 days before the Expiration Date.
- TLO provides a three month run-out coverage. Claims incurred after the policy termination date are not eligible. All other coverage terms apply.
- Premium rates are outlined in the proposal. If Aggregate TLO is selected, the attachment changes as follows:
 - If Contract Basis including Run-In: Aggregate factors (attachment) increases by 30%
 - If Contract Basis excluding Run-In: Aggregate factors (attachment) increases by 35%
- Refer to options page for Experience Refund per option.
- Experience refund applies to Specific coverage only and does not apply to Aggregate coverage; Must renew and stay in force for the entire subsequent year to be eligible for a refund.
- Swiss Re Corporate Solutions strives to ensure there are no unexpected gaps in coverage for our policyholders. We have structured our Swiss Re Corporate Solutions America Insurance Corporation stop loss policy to have few exclusions, clear and concise coverage provisions, and a level of readability that provides for easy review by policyholders and TPAs. While we are unable to utilize the terminology "mirroring", we do follow the underlying Plan Document as relates to eligibility and eligible claim expenses in relation to claim reimbursements.
- This quote is illustrative and will require updated paid and large claims information closer to the effective date. Medical and Rx experience must be included if Rx is covered under Stop Loss.
- Confirm Rx claims are included in the experience provided.
- Terms are subject to potential change based on evaluation of disclosure information.
- Medical Review of large/ongoing claims has not been completed and will be necessary closer to the effective date.
- Proposal is subject to review and acceptance of the Disclosure Statement completed by the Employer and TPA. Please refer to our Disclosure Statement form for additional stipulations and details.
- This proposal is based on the following network(s): Blue Cross Blue Shield Products All .
- We will require the name of the PAP program, and details supporting what the cost to the Plan would be if a PAP program were to be put in place (for each individual). PAPs are not a one-size fits all; some take on full cost of Rx, some a portion, some have specific qualifiers, so we need to ensure that we have documentation to support.

City of Hibbing

Effective Dates: 01/01/2025 - 12/31/2025

Presented By: Pareto Captive Services, LLC

Proposal Number: 12242-07

Issuing Carrier: Swiss Re Corporate Solutions
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Underwriter:
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Geo_Filippides@swissre.com

- We will require the full names of the lasered claimants
- Claimant ID cebde4c6b9c123d568138c819dc90a8a: \$400,000 only in the event that specialty drug Stelara for this claimant are not procured through the Janssen PAP vendor 's patient assistance program at no cost to the Plan.
- Claimant ID 430e619c0d7bffbe363a7322f5967205: \$200,000 only in the event that specialty drug Stelara for this claimant are not procured through the Janssen PAP vendor 's patient assistance program at no cost to the Plan.

This proposal expires if applications are not requested before the valid through date.

Legend Re 1.1 Conversion Summary

Employer City of Hibbing
 Enrolled Employees 153
 Effective Date 1/1/2025
 Expiration Date 12/31/2025
 Contract Length 12
 Specific Contract 12/18
 Aggregate Contract 12/18

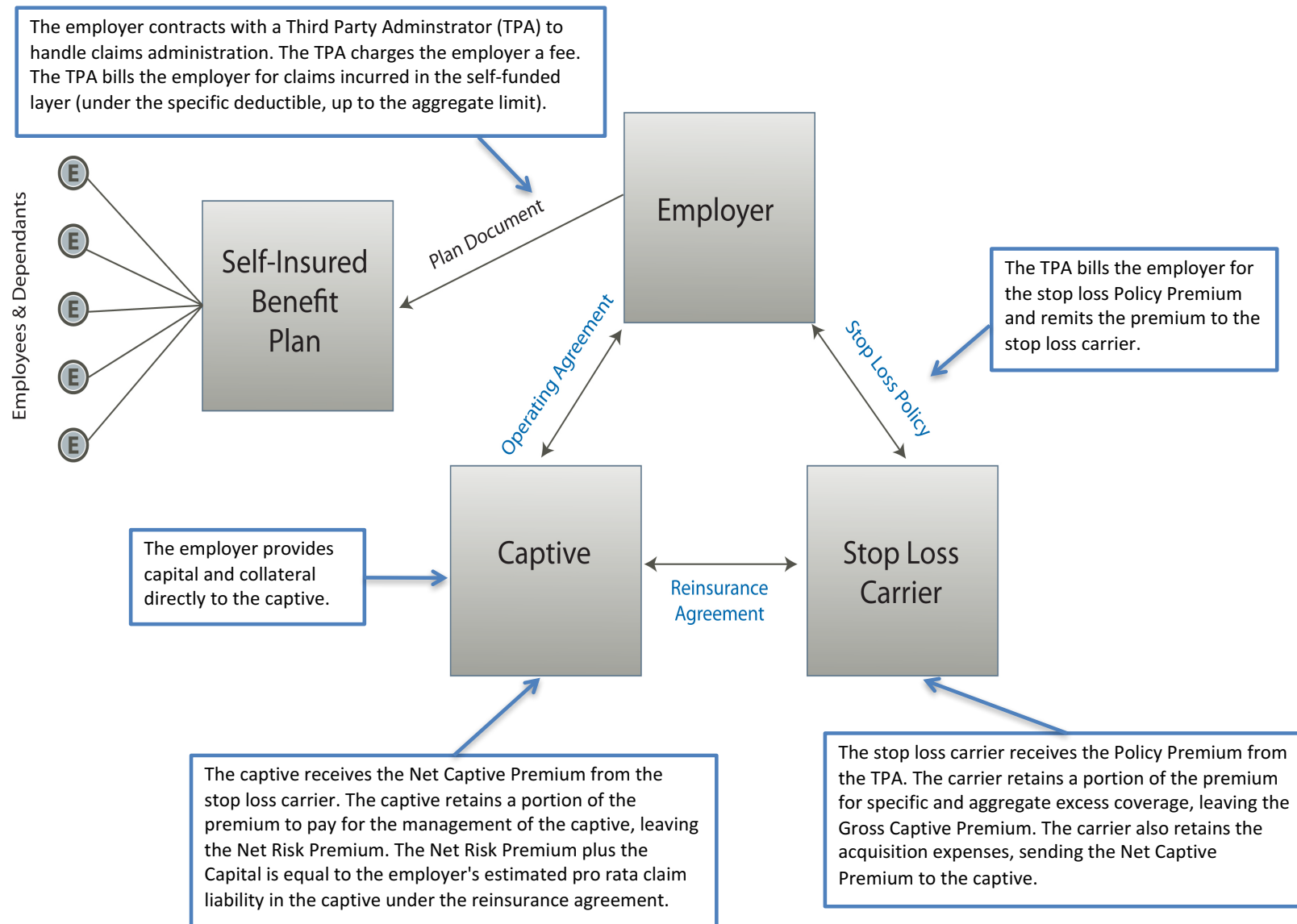
				12 Months
Stop Loss Policy Summary				
<i>Specific Stop Loss Deductible</i>				\$ 100,000
Aggregate Factors	<u>Enrollment</u>	<u>PEPM</u>		
Single	66	\$	1,158.44	
Spouse	0	\$	2,307.61	
Child(ren)	0	\$	2,042.33	
Family	87	\$	3,466.04	
Attachment Point				\$ 4,536,030
Policy Premium				
Specific Rates	<u>Enrollment</u>	<u>PEPM</u>		
Single	66	\$	200.82	
Spouse	0	\$	400.03	
Child(ren)	0	\$	354.04	
Family	87	\$	600.84	
Aggregate Rate	153	\$	6.62	
Aggregate Accommodation	153	\$	1.50	
Total Stop Loss Premium				\$ 801,235

Administration				
TPA Fee	\$ 44.00	PEPM		\$ 80,784
Consulting Fee	\$ 30.45	PEPM		\$ 55,906
PCORI Fee	\$ 3.47	PMPY		\$ 1,115
Total Administration	\$ 75.06	PEPM		\$ 137,805
Capital				\$ 79,848

Summary of Maximums				
Attachment Point				\$ 4,536,030
Stop Loss Premium				\$ 801,235
Total Administration				\$ 137,805
Capital				\$ 79,848
Quoted Maximum				\$ 5,554,918

- Premium and capital contribution amounts shown are tied to current employee enrollment.
- Changes to the number of employees enrolled will lead to changes in the amount of premium and capital required.
- Initial indicated terms may have changed or shifted after actuarial review or because of factors such as changes to plan design or increased/decreased enrollment.
- Capital is calculated as 10% of the stop loss premium.
- Taxes shown above are only an estimate. Taxes are assumed at 2.575% of stop loss premium.
- The rates and factors above reflect BCBS MN as the network and AHA as the TPA.
- The rates and factors above assume PRxC will be used. The assumed vendor is SmithRx.
- If PRxC is not used, the attachment factors will increase by 3.25%.
- For additional contingencies related to the rates and factors please refer to the stop loss quote.
- Unless final TPA fee information has been provided, the TPA fee shown above is only an estimate.
- For purposes of estimating total PCORI fees we are assuming a 2.1 member to subscriber ratio.
- The stop loss premium shown above includes 0.0% commission.
- If SmithRx is selected as the PBM, a 2% of ingredient cost will be an additional fee that will be invoiced on the first SmithRx invoice.
- We will need updated claims, names of lasered claimants and completed disclosure.
- This proposal includes two conditional and one straight laser. Please see the proposal for more details.

Legend Re Flow of Funds





Request for Council Action

City Council Action

Approve a Conditional Use Permit request of Minnesota Power Allete to allow for the construction of a substation on the subject property, Parcel ID #141-0150-00080

Description of Agenda Item

Approve a Conditional Use Permit request of Minnesota Power Allete to allow for the construction of a substation on the subject property, Parcel ID #141-0150-00080

Strategic Initiative

Owner of Agenda Item

Pat Green, Building Official, 218.969.0165, patgreen@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Minneosta Power Allete has requested the approval of a Conditional Use Permit to allow for the construction of a substation for electrical distribution in the O, Open Space District

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

None

Action Requested

Approve a Conditional Use Permit request of Minnesota Power Allete to allow for the construction of a substation on the subject property, Parcel ID #141-0150-00080

Attachments

1. Conditional Use Permit Request - Minnesota Power Allete



Request for City Council Action

City Council Action

Date: 9-26-24

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Yes

Main Agenda X

Consent Agenda _____

Description of Agenda Item:

Approve a Conditional Use Permit request of Minnesota Power Allete to allow for the construction of a substation on the subject property, Parcel ID #141-0150-00080.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Pat Green/Building & Housing and Planning &
Zoning/patgreen@hibbingmn.gov/218-969-0165

Introduction/Background/Justification/Key Issues/Legal

Minnesota Power Allete has requested the approval of a Conditional Use Permit to allow for the construction of a substation for electrical distribution in the O, Open Space District.

Board/Commission/Committee Actions(s):

The Planning Commition reccomends approval of the Conditional Use Permit with the Staff recommended conditions.

Budgetary/Fiscal Impact:

None.

Action Requested: Questions, discussion, questions, City Council Action
Approval of the Conditional Use Permit.

DATE: September 25, 2024

REF. #: CU 24-04

BY MEMBER: J. Petrangelo

RESOLUTION

WHEREAS, Hibbing Planning Commission held a public hearing on this date for a Conditional Use Permit request of Minnesota Power Allete, 30 West Superior Street, Duluth, MN 55802, to allow the Applicant to erect a substation for electrical distribution in the O, Open Space District, and the Hibbing City Code of Ordinances, which is permitted only with a Conditional Use Permit on the subject property, Parcel ID #141-0150-00080 (Lots 8 & 9 Block 1 Kelly Lake Townsite); and

WHEREAS the Commission finds that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and

WHEREAS the Commission finds that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and general welfare; and

WHEREAS the Commission finds that the proposed building or use will be designed, arranged and operated so as to permit and use of neighboring property in accordance with the applicable regulations.

NOW THEREFORE BE IT RESOLVED that the Planning Commission herewith recommends City Council approval of the request with the following condition:

- Installation of fencing around the perimeter of the substation, no less than 6 feet in height

MEMBER J. Petrangelo moved the adoption of the resolution, D. Karahalios seconded the adoption, and the results of the vote were as follows:

<u>NAME</u>	<u>YES</u>	<u>NO</u>
G. Smith, Chairperson	X	
J. Petrangelo	X	
D. Karahalios	X	
G. Pogachnik	X	

SUMMARY OF VOTE: YES: 4
NO: 0
ABSTENTION: 0
MOTION: APPROVED: X
DISAPPROVED: —

And I hereby certify that the foregoing (or above) is a true and correct copy of a Resolution adopted by the Hibbing Planning Commission at their regular meeting on September 25, 2024.

No Seal



Drafted by Tina Glad, Secretary
City of Hibbing
401 East 21st Street
Hibbing, MN 55746



Request for Council Action

City Council Action

Approve a Conditional Use Permit request of Hibbing Public Utilities to allow for the construction of a substation on the subject property, 1840 1st Avenue

Description of Agenda Item

Approve a Conditional Use Permit request of Hibbing Public Utilities to allow for the construction of a substation on the subject property, 1840 1st Avenue

Strategic Initiative

Owner of Agenda Item

Pat Green, Building Official, 218.969.0165, patgreen@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Hibbing Public Utilities has requested the approval of a Conditional Use Permit to allow for the construction of a substation for electrical distribution in the I-1, Light Industry District

Board/Commission/Committee Actions(s):

The Planning Commission recommends approval of the Conditional Use Permit with the Staff recommended conditions.

Budgetary/Fiscal Impact

None

Action Requested

Approve a Conditional Use Permit request of Hibbing Public Utilities to allow for the construction of a substation on the subject property, 1840 1st Avenue

Attachments

1. Conditional Use Permit Request of the Hibbing Public Utilities



Request for City Council Action

City Council Action

Date: 9-26-24

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Yes

Main Agenda X

Consent Agenda _____

Description of Agenda Item:

Approve a Conditional Use Permit request of Hibbing Public Utilities to allow for the construction of a substation on the subject property, 1840 1st Ave.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Pat Green/Building & Housing and Planning &
Zoning/patgreen@hibbingmn.gov/218-969-0165

Introduction/Background/Justification/Key Issues/Legal

Hibbing Public Utilities has requested the approval of a Conditional Use Permit to allow for the construction of a substation for electrical distribution in the I-1, Light Industry District.

Board/Commission/Committee Actions(s):

The Planning Commition reccomends approval of the Conditional Use Permit with the Staff recommended conditions.

Budgetary/Fiscal Impact:

None.

Action Requested: Questions, discussion, questions, City Council Action
Approval of the Conditional Use Permit.

DATE: September 25, 2024

REF. #: CU 24-06

BY MEMBER: G. Smith

RESOLUTION

WHEREAS, Hibbing Planning Commission held a public hearing on this date for a Conditional Use Permit request of Hibbing Public Utilities, 1902 6th Ave. East, Hibbing, MN 55746, to allow the Applicant to erect a substation for electrical distribution in the I-1, Light Industry District, and the Hibbing City Code of Ordinances, which is permitted only with a Conditional Use Permit on the subject property, 1840 1st Ave. (Lots 1 thru 18 Block 7 Park Addition to Hibbing); and

WHEREAS the Commission finds that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and

WHEREAS the Commission finds that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and general welfare; and

WHEREAS the Commission finds that the proposed building or use will be designed, arranged and operated so as to permit and use of neighboring property in accordance with the applicable regulations.

NOW THEREFORE BE IT RESOLVED that the Planning Commission herewith recommends City Council approval of the request with the following condition:

- Installation of fencing with screening around the perimeter of the substation adjacent to Residential Zoning Districts

MEMBER G. Smith moved the adoption of the resolution, D. Karahalios seconded the adoption, and the results of the vote were as follows:

<u>NAME</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
G. Smith, Chairperson	X		
J. Petrangelo	X		
D. Karahalios	X		
G. Pogachnik			X

SUMMARY OF VOTE: YES: 3
NO: 0
ABSTENTION: 1
MOTION: APPROVED: X
DISAPPROVED:

And I hereby certify that the foregoing (or above) is a true and correct copy of a Resolution adopted by the Hibbing Planning Commission at their regular meeting on September 25, 2024.

No Seal



Drafted by Tina Glad, Secretary
City of Hibbing
401 East 21st Street
Hibbing, MN 55746



Request for Council Action

City Council Action

Description of Agenda Item

Approve a Zoning Amendment request of Hibbing Public Utilities on the subject property, 520 West 31st Street

Strategic Initiative

Owner of Agenda Item

Pat Green, Building Official, 218.969.0165, patgreen@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Approve a Zoning Amendment request of Hibbing Public Utilities on the subject property, 520 West 31st Street

Attachments

1. Zoning Amendment request of Hibbing Public Utilities 520 West 31st Street



Request for City Council Action

City Council Action

Date: 9-26-24

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Yes

Main Agenda X

Consent Agenda _____

Description of Agenda Item:

Approve a Zoning Amendment request of Hibbing Public Utilities on the subject property, 520 West 31st St.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Pat Green/Building & Housing and Planning &
Zoning/patgreen@hibbingmn.gov/218-969-0165

Introduction/Background/Justification/Key Issues/Legal

Hibbing Public Utilities has requested the approval of a Zoning Amendment to re-zone the parcel from R-1, Single Family Residence District to I-1, Light Industry District.

Board/Commission/Committee Actions(s):

The Planning Commition reccomends approval of the Zoning Amendment.

Budgetary/Fiscal Impact:

None.

Action Requested: Questions, discussion, questions, City Council Action
Approval of the Zoning Amendment.

DATE: September 25, 2024

REF. #: ZA 24-01

BY MEMBER: J. Petrangelo

RESOLUTION

WHEREAS, Hibbing Planning Commission held a public hearing on this date for a Zoning Amendment request of Hibbing Public Utilities, 1902 6th Ave. East, Hibbing, MN 55746, to allow the Applicant to re-zone the parcel from R-1, Single Family Residence District to I-1, Light Industry District, and the Hibbing City Code of Ordinances, on the subject property, 520 West 31st Street (Section 24 Township 57 Range 21 Hibbing); and

WHEREAS the Commission finds that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and

WHEREAS the Commission finds that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and general welfare; and

WHEREAS the Commission finds that the proposed building or use will be designed, arranged and operated so as to permit and use of neighboring property in accordance with the applicable regulations.

NOW THEREFORE BE IT RESOLVED that the Planning Commission herewith recommends City Council approval of the request.

MEMBER J. Petrangelo moved the adoption of the resolution, D. Karahalios seconded the adoption, and the results of the vote were as follows:

<u>NAME</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
G. Smith, Chairperson	X		
J. Petrangelo	X		
D. Karahalios	X		
G. Pogachnik			X

SUMMARY OF VOTE: YES: 3
NO: 0
ABSTENTION: 1
MOTION: APPROVED: X
DISAPPROVED: —

And I hereby certify that the foregoing (or above) is a true and correct copy of a Resolution adopted by the Hibbing Planning Commission at their regular meeting on September 25, 2024.

No Seal



Drafted by Tina Glad, Secretary
City of Hibbing
401 East 21st Street
Hibbing, MN 55746



Request for Council Action

City Council Action

Description of Agenda Item

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Attachments

1. DOC100124-10012024194307



Request for City Council Action

City Council Action

Date: 9-26-24

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Yes

Main Agenda X

Consent Agenda _____

Description of Agenda Item:

Approve a Conditional Use Permit request of Hibbing Public Utilities to allow for the construction of a substation on the subject property, 520 West 31st St.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Pat Green/Building & Housing and Planning &
Zoning/patgreen@hibbingmn.gov/218-969-0165

Introduction/Background/Justification/Key Issues/Legal

Hibbing Public Utilities has requested the approval of a Conditional Use Permit to allow for the construction of a substation for electrical distribution in the I-1, Light Industry District.

Board/Commission/Committee Actions(s):

The Planning Commission recommends approval of the Conditional Use Permit with the Staff recommended conditions.

Budgetary/Fiscal Impact:

None.

Action Requested: Questions, discussion, questions, City Council Action
Approval of the Conditional Use Permit.

DATE: September 25, 2024

REF. #: CU 24-05

BY MEMBER: G. Smith

RESOLUTION

WHEREAS, Hibbing Planning Commission held a public hearing on this date for a Conditional Use Permit request of Hibbing Public Utilities, 1902 6th Ave. East, Hibbing, MN 55746, to allow the Applicant to erect a substation for electrical distribution in the I-1, Light Industry District, and the Hibbing City Code of Ordinances, which is permitted only with a Conditional Use Permit on the subject property, 520 West 31st Street (Section 24 Township 57 Range 21 Hibbing); and

WHEREAS the Commission finds that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and

WHEREAS the Commission finds that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and general welfare; and

WHEREAS the Commission finds that the proposed building or use will be designed, arranged and operated so as to permit and use of neighboring property in accordance with the applicable regulations.

NOW THEREFORE BE IT RESOLVED that the Planning Commission herewith recommends City Council approval of the request with the following condition:

- Installation of fencing with screening around the perimeter of the substation adjacent to Residential Zoning Districts

MEMBER G. Smith moved the adoption of the resolution, J. Petrangelo seconded the adoption, and the results of the vote were as follows:

<u>NAME</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
G. Smith, Chairperson	X		
J. Petrangelo	X		
D. Karahalios	X		
G. Pogachnik			X

SUMMARY OF VOTE: YES: 3
NO: 0
ABSTENTION: 1
MOTION: APPROVED: X
DISAPPROVED: —

And I hereby certify that the foregoing (or above) is a true and correct copy of a Resolution adopted by the Hibbing Planning Commission at their regular meeting on September 25, 2024.

No Seal



Drafted by Tina Glad, Secretary
City of Hibbing
401 East 21st Street
Hibbing, MN 55746



Request for Council Action

City Council Action

Offer RESOLUTION NO. 24-10-01 APPROVING THE PLAT EXEMPTION FOR CURTIS LUNDIN

Description of Agenda Item

Offer RESOLUTION NO. 24-10-01 APPROVING THE PLAT EXEMPTION FOR CURTIS LUNDIN

Strategic Initiative

Owner of Agenda Item

Pat Green, Building Official, 218.969.0165, patgreen@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Offer RESOLUTION NO. 24-10-01 APPROVING A SUBDIVISION PLAT EXEMPTION REQUEST OF CURTIS LUNDIN

Attachments

1. Approve a Subdivision Plat Exemption Request of Curtis Lundin
2. Res-24-10-01-Approve-Plat-Exemption-Lundin



Request for City Council Action

City Council Action

Date: 9-26-24

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Yes

Main Agenda X

Consent Agenda _____

Description of Agenda Item:

Approve a Subdivision Plat Exemption request of Curtis Lundin.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Pat Green/Building & Housing and Planning &
Zoning/patgreen@hibbingmn.gov/218-969-0165

Introduction/Background/Justification/Key Issues/Legal

The Applicant is requesting the Subdivision Plat Exemption for the future sale of one of the parcels.

Board/Commission/Committee Actions(s):

The Planning Commition reccomends approval of the Subdivision Plat Exemption.

Budgetary/Fiscal Impact:

None.

Action Requested: Questions, discussion, questions, City Council Action
Approval of the Subdivision Plat Exemption.

DATE: September 25, 2024

REF. #: PE 24-02

BY MEMBER: J. Petrangelo

RESOLUTION

WHEREAS, Hibbing Planning Commission held a public hearing on this date for a Subdivision Plat Exemption request of Curtis Lundin, 2502 East 41st St., Hibbing, MN 55746, in the S-R, Suburban Residential District, and the Hibbing City Code of Ordinances, on the subject property, 2502 East 41st St., Hibbing, MN 55746 (Section 29 Township 57 Range 20 Hibbing); and

WHEREAS the Commission finds that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and

WHEREAS the Commission finds that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and general welfare; and

WHEREAS the Commission finds that the proposed building or use will be designed, arranged and operated so as to permit and use of neighboring property in accordance with the applicable regulations.

NOW THEREFORE BE IT RESOLVED that the Planning Commission herewith recommends City Council approval of the request.

MEMBER J. Petrangelo moved the adoption of the resolution, D. Karahalios seconded the adoption, and the results of the vote were as follows:

<u>NAME</u>	<u>YES</u>	<u>NO</u>
G. Smith, Chairperson	X	
J. Petrangelo	X	
D. Karahalios	X	
G. Pogachnik	X	

SUMMARY OF VOTE: YES: 4
NO: 0
ABSTENTION: 0
MOTION: APPROVED: X
DISAPPROVED: _

And I hereby certify that the foregoing (or above) is a true and correct copy of a Resolution adopted by the Hibbing Planning Commission at their regular meeting on September 25, 2024.

No Seal



Drafted by Tina Glad, Secretary
City of Hibbing
401 East 21st Street
Hibbing, MN 55746

**Curtis Lundin Property
Legal Description**

The easterly 300 feet of the westerly 816 feet of the northerly 470 feet of the Northeast Quarter of the Northeast Quarter of Section 29, Township 57 North, Range 20 West of the Fourth Principal Meridian, St. Louis County, Minnesota. Except the northerly 33 feet thereof for road right of way.

Containing 3.24 Acres

**Wayne Spragg
Licensed Surveyor No. 20585
18 June 2024**

**Note: This includes property previously described in Property Details Report
Parcel Tax ID # 141-0020-03933**

**Curtis Lundin Remaining Property
Legal Description**

The Northeast Quarter of the Northeast Quarter of Section 29, Township 57 North, Range 20 West of the Fourth Principal Meridian, St. Louis County, Minnesota.

EXCEPT the easterly 200 feet of the westerly 266 feet of the northerly 470 feet of said Northeast Quarter of the Northeast Quarter.

AND EXCEPT the easterly 100 feet of the westerly 366 feet of the northerly 437 feet of said Northeast Quarter of the Northeast Quarter.

AND EXCEPT the easterly 450 feet of the westerly 816 feet of the northerly 470 feet of said Northeast Quarter of the Northeast Quarter.

Subject to an Easement for City Road Purposes across the northerly 33 feet and the easterly 33 feet of said Northeast Quarter of the Northeast Quarter.

Containing 30.8 Acres

**Wayne Spragg
Licensed Surveyor No. 20585
23 September 2024**

At the Council meeting held October 2, 2024, at 5:00 P.M., in the Hibbing City Council Chambers, _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. 24-10-01

RESOLUTION APPROVING THE PLAT EXEMPTION FOR CURTIS LUNDIN

WHEREAS, Curtis Lundin has submitted a request for a plat exemption whereby he would split one of his parcels of property into two parcels of land; and,

WHEREAS, Curtis Lundin and Deborah Lundin are the owners of real property located in the City of Hibbing, County of St. Louis, State of Minnesota, with an address of 2502 East 41st Street, Hibbing, Minnesota, and legally described as follows, to-wit:

NE 1/4 of the NE 1/4, Section 29, Township 57 North, Range 20 West of the Fourth Principal Meridian, St. Louis County, Minnesota,

EXCEPT the easterly 200 feet of the westerly 266 feet of the northerly 470 feet of said NE 1/4 of the NE 1/4, and

EXCEPT the easterly 100 feet of the westerly 366 feet of the northerly 437 feet of said NW 1/4 of the NE 1/4, and

EXCEPT the easterly 130 feet of the westerly 496 feet of the northerly 437 feet of said NW 1/4 of NE 1/4

and,

WHEREAS, Curtis Lundin seeks to subdivide said property by metes and bounds descriptions such that there will be two(2) parcels pursuant to the Survey attached hereto and made a part hereof; and,

WHEREAS, Curtis Lundin Petitioned the Hibbing Planning Commission for an exemption from the regulations requiring the preparation of a Preliminary Plat per Section 12.40 of the Hibbing City Code; and,

WHEREAS, The Hibbing Planning Commission found that Curtis Lundin does not plan to divide the property into more than four (4) lots; and,

WHEREAS, The Commission found that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions,

City of Hibbing
Resolution No. 24-10-01
October 2, 2024

utility facilities, and other matters affecting the public health, safety and welfare; and,

WHEREAS, The Commission found that the proposed building or use will be designed, arranged, and operated so as to permit development and use of neighboring property in accordance with the applicable regulations; and,

WHEREAS, The Commission found that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and,

WHEREAS, Curtis Lundin has provided legal descriptions for the two (2) new parcels to the satisfaction of the Hibbing City Council; and,

WHEREAS, The Hibbing Planning Commission agreed to a subdivision of the parcel per the Survey provided; a copy of which is attached hereto and made a part hereof.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIBBING AS FOLLOWS:

- 1) That the City Council of the City of Hibbing does hereby grant a Plat Exemption to Curtis Lundin to have his property legally described as follows:

NE 1/4 of the NE 1/4, Section 29, Township 57 North, Range 20 West of the Fourth Principal Meridian, St. Louis County, Minnesota,

EXCEPT the easterly 200 feet of the westerly 266 feet of the northerly 470 feet of said NE 1/4 of the NE 1/4, and

EXCEPT the easterly 100 feet of the westerly 366 feet of the northerly 437 feet of said NE 1/4 of the NE 1/4, and

EXCEPT the easterly 130 feet of the westerly 496 feet of the northerly 437 feet of said NE 1/4 of NE 1/4

divided into the following two (2) parcels as shown on the Certificate of Survey attached hereto and made a part hereof:

New Parcel:

The easterly 300 feet of the westerly 816 feet of the northerly 470 feet of the NE 1/4 of the NE 1/4 of Section 29, Township 57

City of Hibbing
Resolution No. 24-10-01
October 2, 2024

North, Range 20 West of the Fourth Principal Meridian, EXCEPT the northerly 33 feet thereof for road right of way.

Remaining Parcel:

The NE 1/4 of the NE 1/4 of Section 29, Township 57 North, Range 20 West of the Fourth Principal Meridian

EXCEPT the easterly 200 feet of the westerly 266 feet of the northerly 470 feet of said NE 1/4 of NE 1/4

AND EXCEPT the easterly 100 feet of the westerly 366 feet of the northerly 437 feet of said NE 1/4 of the NE 1/4

AND EXCEPT the easterly 450 feet of the westerly 816 feet of the northerly 470 feet of said NE 1/4 of the NE 1/4.

SUBJECT to an Easement for City Road Purposes across the northerly 33 feet of said NE 1/4 of the NE 1/4

The motion for the adoption of the foregoing Resolution was duly seconded by _____, and upon vote being taken, the following voted in favor thereof:

FOR ADOPTION:

AGAINST ADOPTION:

ABSTAINING:

ABSENT:

Passed and adopted this 2nd day of October, 2024.

CITY OF HIBBING

Pete Hyduke, Mayor

ATTEST:

Candie Seppala, Clerk

City of Hibbing
Resolution No. 24-10-01
October 2, 2024

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution adopted and passed by the Hibbing City Council at its regular meeting held on Wednesday, October 2, 2024.

(City seal)

Candie Seppala
Senior Executive Assistant

City of Hibbing
Resolution No. 24-10-01
October 2, 2024

CERTIFICATE OF SURVEY In the NE¹/₄ of the NE¹/₄ of Section 29, T 57N, R 20W, 4th PM, St. Louis County, MN. (FOR CURTIS LUNDIN)

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota

Wayne Spragg WSL
Date 2-18-2024 Reg. No. 20585

LEGEND

- 1" Iron Pipe (Found)
- ⊙ Aluminum Capped Rebar (Found)
- Rebar (Found) with plastic cap marked RLS # 25299
- 3/4" Rebar (Set) with plastic cap marked Wayne Spragg RLS # 20585

Bearings are based on the County Surveyor's Coordinate System SLC T M 96, NAD 83 (1996)

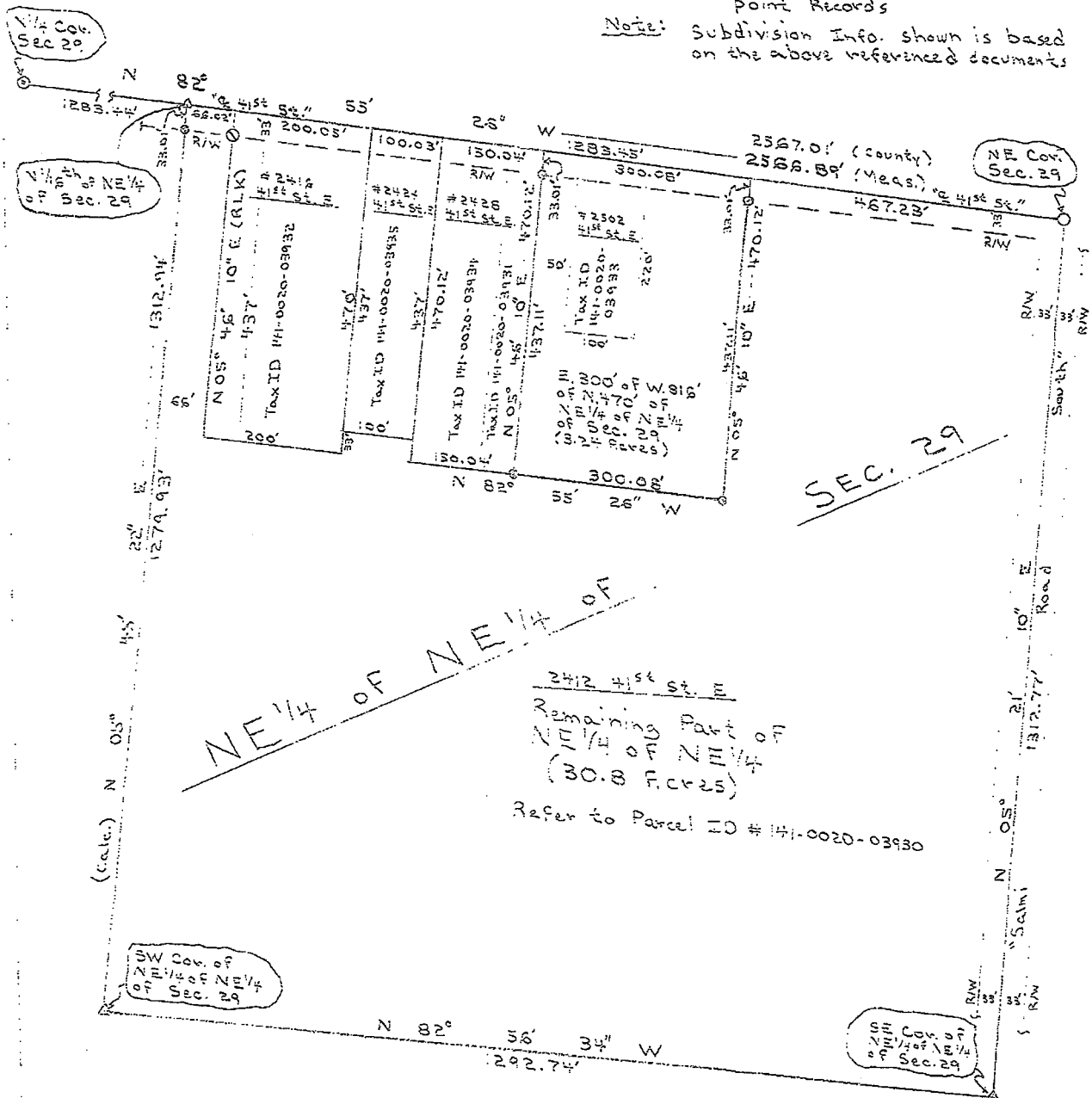
References: ① A survey by RLK Inc. RLS # 25299 in the NE¹/₄ of the NE¹/₄, Dated 2008

② The Plat of RIVERCREEK

③ County Surveyor's Control Point Records

Note: Subdivision Info. shown is based on the above referenced documents

Scale:
1" = 150'





Request for Council Action

City Council Action

Approve a Subdivision Plat Exemption Request of Celia and William Cameron

Description of Agenda Item

Approve a Subdivision Plat Exemption Request of Celia and William Cameron

Strategic Initiative

Owner of Agenda Item

Pat Green, Building Official, 218.969.0165, patgreen@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Offer RESOLUTION NO. 24-10-02 APPROVING A SUBDIVISION PLAT EXEMPTION REQUEST OF CELIA AND WILLIAM CAMERON

Attachments

1. Subdivision of Celia & William Cameron
2. Res-24-10-02-Approve-Plat-Exemption-Cameron



Request for City Council Action

City Council Action

Date: 9-26-24

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Yes

Main Agenda X

Consent Agenda _____

Description of Agenda Item:

Approve a Subdivision Plat Exemption request of Celia & William Cameron.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Pat Green/Building & Housing and Planning &
Zoning/patgreen@hibbingmn.gov/218-969-0165

Introduction/Background/Justification/Key Issues/Legal

The Applicants are requesting the Subdivision Plat Exemption to give them a larger property buffer from the structure on the adjacent parcel.

Board/Commission/Committee Actions(s):

The Planning Commition reccomends approval of the Subdivision Plat Exemption.

Budgetary/Fiscal Impact:

None.

Action Requested: Questions, discussion, questions, City Council Action
Approval of the Subdivision Plat Exemption.

DATE: September 25, 2024

REF. #: PE 24-03

BY MEMBER: J. Petrangelo

RESOLUTION

WHEREAS, Hibbing Planning Commission held a public hearing on this date for a Subdivision Plat Exemption request of Celia & William Cameron, 2330 2nd Ave. West, Hibbing, MN 55746, in the R-2, One to Four Family Residence District, and the Hibbing City Code of Ordinances, on the subject property, 2330 2nd Ave. West, Hibbing, MN 55746 (Lots 17, 18 & Wly 70 ft. of S 2 ft. of Lot 19 Roosevelt Addition to Hibbing); and

WHEREAS the Commission finds that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and

WHEREAS the Commission finds that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and general welfare; and

WHEREAS the Commission finds that the proposed building or use will be designed, arranged and operated so as to permit and use of neighboring property in accordance with the applicable regulations.

NOW THEREFORE BE IT RESOLVED that the Planning Commission herewith recommends City Council approval of the request.

MEMBER J. Petrangelo moved the adoption of the resolution, G. Smith seconded the adoption, and the results of the vote were as follows:

<u>NAME</u>	<u>YES</u>	<u>NO</u>
G. Smith, Chairperson	X	
J. Petrangelo	X	
D. Karahalios	X	
G. Pogachnik	X	

SUMMARY OF VOTE: YES: 4
NO: 0
ABSTENTION: 0
MOTION: APPROVED: X
DISAPPROVED: —

And I hereby certify that the foregoing (or above) is a true and correct copy of a Resolution adopted by the Hibbing Planning Commission at their regular meeting on September 25, 2024.

No Seal



Drafted by Tina Glad, Secretary
City of Hibbing
401 East 21st Street
Hibbing, MN 55746

LOTS 17-18 & PART OF LOT 19, BLOCK 10
ROOSEVELT ADDITION TO HIBBING
SEC. 13, T.57N, R.21W OF THE 4TH P.M.
ST. LOUIS COUNTY, MINNESOTA

DESCRIPTION PER DOC# 736286

lots 17 and 18, and the westerly 70 feet of southerly 2 feet of Lot 19, Block 10, ROOSEVELT ADDITION TO HIBBING.

PROPOSED DESCRIPTION (CELIA CAMERON)

lots 17 and 18, AND the westerly 70 feet of southerly 12 feet of Lot 19, Block 10, ROOSEVELT ADDITION TO HIBBING.

PROPOSED DESCRIPTION (ERIC PELLINEN)

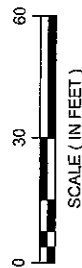
of Lot 19, Except the westerly 70 feet of the southerly 12 feet, AND Lots 20 through 22, all in Block 10,
ROOSEVELT ADDITION TO HIBBING

BOUNDARY LINE

PLAT LINE

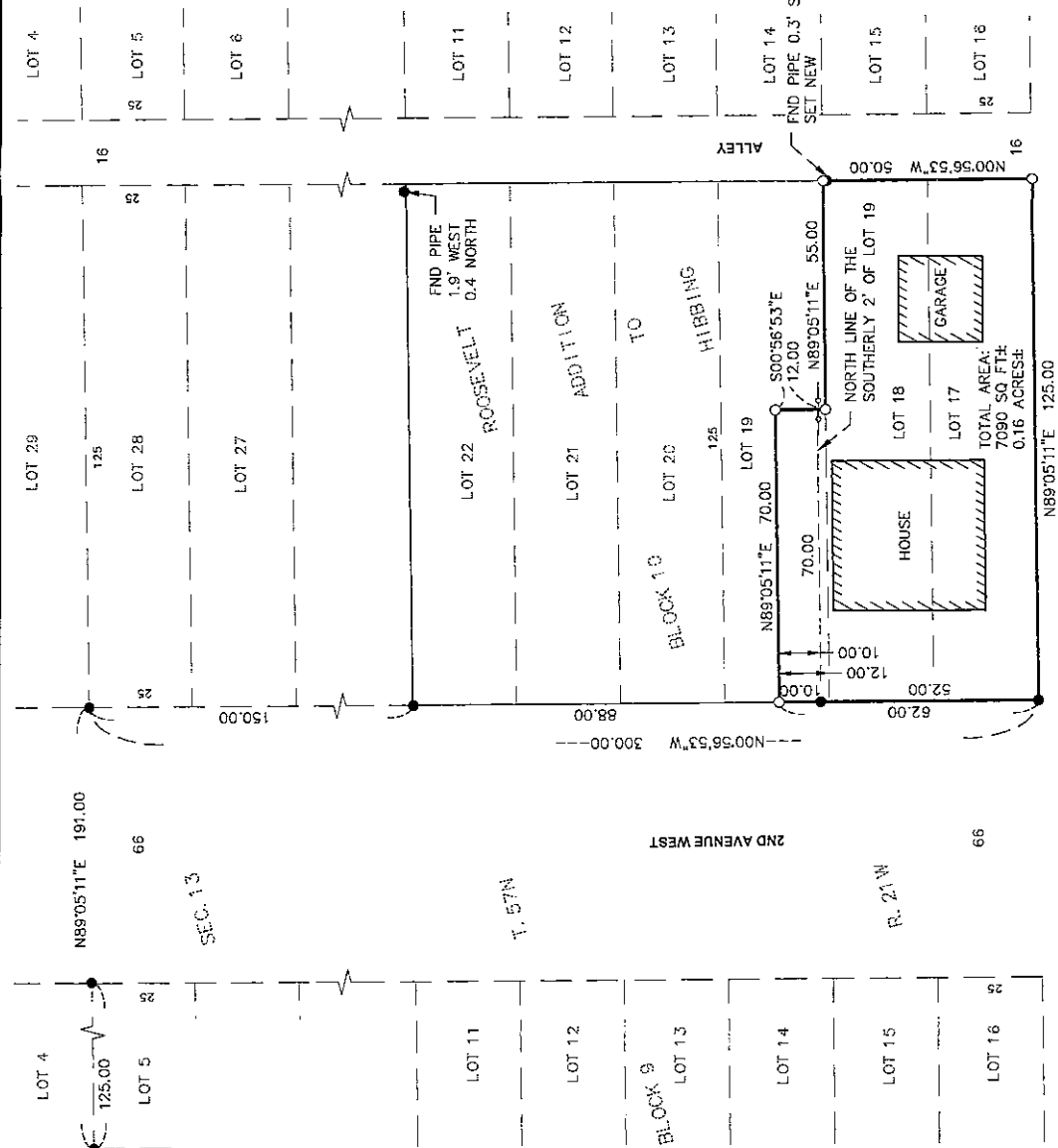
DEED LINE

FENCE LINE



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON NAD83,
ST. LOUIS COUNTY TRANSVERSE MERCATOR, 2011
CORRECTION

● = DENOTES FOUND IRON MONUMENT
○ = DENOTES 5/8" INCH DIAMETER BY 24 INCH LONG REBAR MONUMENT SET AND MARKED RLS # 53737



WEST 24TH STREET

DATE:	SEPTEMBER 11, 2024	DATE		BY	PREPARED FOR: CELIA CAMERON
SCALE:	AS SHOWN				I HEREBY CERTIFY THAT THE SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED
DRAWING BY:	D.P.T.				AND SURVEYOR UNDER THE LAWS OF THE STATE OF ALABAMA.
CHECKED BY:	A.L.P.				<i>Anthony L. Pugh</i>
FILE NUMBER:	2024-11575				ANTHONY L. PUGH
					DATE: 09/11/2024 LIC. NO.: 57377

WIDETH

ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

At the Council meeting held October 2, 2024, at 5:00 P.M., in the Hibbing City Council Chambers, _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. 24-10-02

RESOLUTION APPROVING THE PLAT EXEMPTION FOR CELIA CAMERON AND ERIC PELLINEN

WHEREAS, Celia Cameron has submitted a request for a plat exemption whereby it would split one of the parcels of property owned by her neighbor Eric Pellinen; and,

WHEREAS, Eric Pellinen and Brenda M. Shafer-Pellinen are the owners of real property located in the City of Hibbing, County of St. Louis, State of Minnesota, with an address of 2320 2nd Avenue West, Hibbing, Minnesota, and legally described as follows, to-wit:

Lot 19 EXCEPT the Westerly 70 feet of the South 2 feet thereof, and all of Lots 20, 21, and 22, Block 10, ROOSEVELT ADDITION TO HIBBING

and,

WHEREAS, Eric Pellinen and Brenda M. Shafer-Pellinen seek to subdivide this property by metes and bounds descriptions such that there will be two(2) parcels pursuant to the Survey attached hereto and made a part hereof; and,

WHEREAS, Celia Cameron and William J. Cameron are the owners of real property located in the City of Hibbing, County of St. Louis, State of Minnesota, legally described as follows, to-wit:

Lots 17 and 18, and the Westerly 70 feet of Southerly 2 feet of Lot 19, Block 10, ROOSEVELT ADDITION TO HIBBING

and

WHEREAS, Eric Pellinen and Brenda M. Shafer-Pellinen would like to sell a 10-foot strip, 70-feet in length on the South side of Lot 19, Block 10, to Celia Cameron and William J. Cameron, and Celia Cameron and William J. Cameron wish to purchase the same subject to the approval of the Planning Commission and the City Council; and,

WHEREAS, Celia Cameron Petitioned the Hibbing Planning Commission for an exemption from the regulations requiring the preparation of a Preliminary Plat per Section 12.40 of the Hibbing City Code; and,

City of Hibbing
Resolution No. 24-10-02
October 2, 2024

WHEREAS, The Hibbing Planning Commission found that Eric Pellinen does not plan to divide the property into more than four (4) lots; and,

WHEREAS, The Commission found that the proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and welfare; and,

WHEREAS, The Commission found that the proposed building or use will be designed, arranged, and operated so as to permit development and use of neighboring property in accordance with the applicable regulations; and,

WHEREAS, The Commission found that the proposed building or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community; and,

WHEREAS, Eric Pellinen and Celia Cameron have provided legal descriptions for the two (2) new parcels to the satisfaction of the Hibbing City Council; and,

WHEREAS, The Hibbing Planning Commission agreed to a subdivision of the parcel per the Survey provided; a copy of which is attached hereto and made a part hereof.

That said subdivision would be contingent on Celia Cameron and William J. Cameron not being able to sell that portion of Lot 19 they are receiving from Eric Pellinen and Brenda M. Shafer-Pellinen unless it is sold in conjunction with Lots 17 and 18, Block 10, ROOSEVELT ADDITION TO HIBBING.

That said subdivision would be contingent on Eric Pellinen and Brenda M. Shafer-Pellinen not being able to sell any portion he would continue to own Lot 19 unless it was in conjunction with the sale of Lots 20, 21, and 22, Block 10, ROOSEVELT ADDITION TO HIBBING.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIBBING AS FOLLOWS:

- 1) That the City Council of the City of Hibbing does hereby grant a Plat Exemption to Eric Pellinen and Brenda M. Shafer-Pellinen to have their property legally described as follows:

City of Hibbing
Resolution No. 24-10-02
October 2, 2024

Lot 19 EXCEPT the Westerly 70 feet of the South 2 feet thereof, and all of Lots 20, 21, and 22, Block 10, ROOSEVELT ADDITION TO HIBBING

divided into the following two (2) parcels as shown on the Certificate of Survey attached hereto and made a part hereof:

New Parcel for Celia Cameron and William J. Cameron:

Lots 17 and 18, and the Westerly 70 feet of the southerly 12 feet of Lot 19, Block 10, ROOSEVELT ADDITION TO HIBBING

New Parcel for Eric Pellinen and Brenda M. Shafer-Pellinen

Lot 19 EXCEPT the Westerly 70 feet of the southerly 12 feet, and all of Lots 20, 21, 22, Block 10, ROOSEVELT ADDITION TO HIBBING

The motion for the adoption of the foregoing Resolution was duly seconded by _____, and upon vote being taken, the following voted in favor thereof:

FOR ADOPTION:

AGAINST ADOPTION:

ABSTAINING:

ABSENT:

Passed and adopted this 2nd day of October, 2024.

CITY OF HIBBING

Pete Hyduke, Mayor

ATTEST:

Candie Seppala, Clerk

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution adopted and passed by the Hibbing City Council at its regular meeting held on Wednesday, October 2, 2024.

(City seal)

Candie Seppala
Senior Executive Assistant

City of Hibbing
Resolution No. 24-10-02
October 2, 2024

CERTIFICATE OF SURVEY

LOTS 17-18 & PART OF LOT 19, BLOCK 10
ROOSEVELT ADDITION TO HIBBING
SEC. 13, T.57N, R.21W OF THE 4TH P.M.
ST. LOUIS COUNTY, MINNESOTA

LEGAL DESCRIPTIONS

DESCRIPTION PER DOC# 736286

Lots 17 and 18, and the westerly 70 feet of southerly 2 feet of Lot 19, Block 10, ROOSEVELT ADDITION TO HIBBING.

PROPOSED DESCRIPTION (CELIA CAMERON)

Lots 17 and 18, AND the westerly 70 feet of southerly 12 feet of Lot 19, Block 10, ROOSEVELT ADDITION TO HIBBING.

PROPOSED DESCRIPTION (ERIC PELLINEN)

Lot 19, Except the westerly 70 feet of the southerly 12 feet, AND Lots 20 through 22, all in Block 10, ROOSEVELT ADDITION TO HIBBING

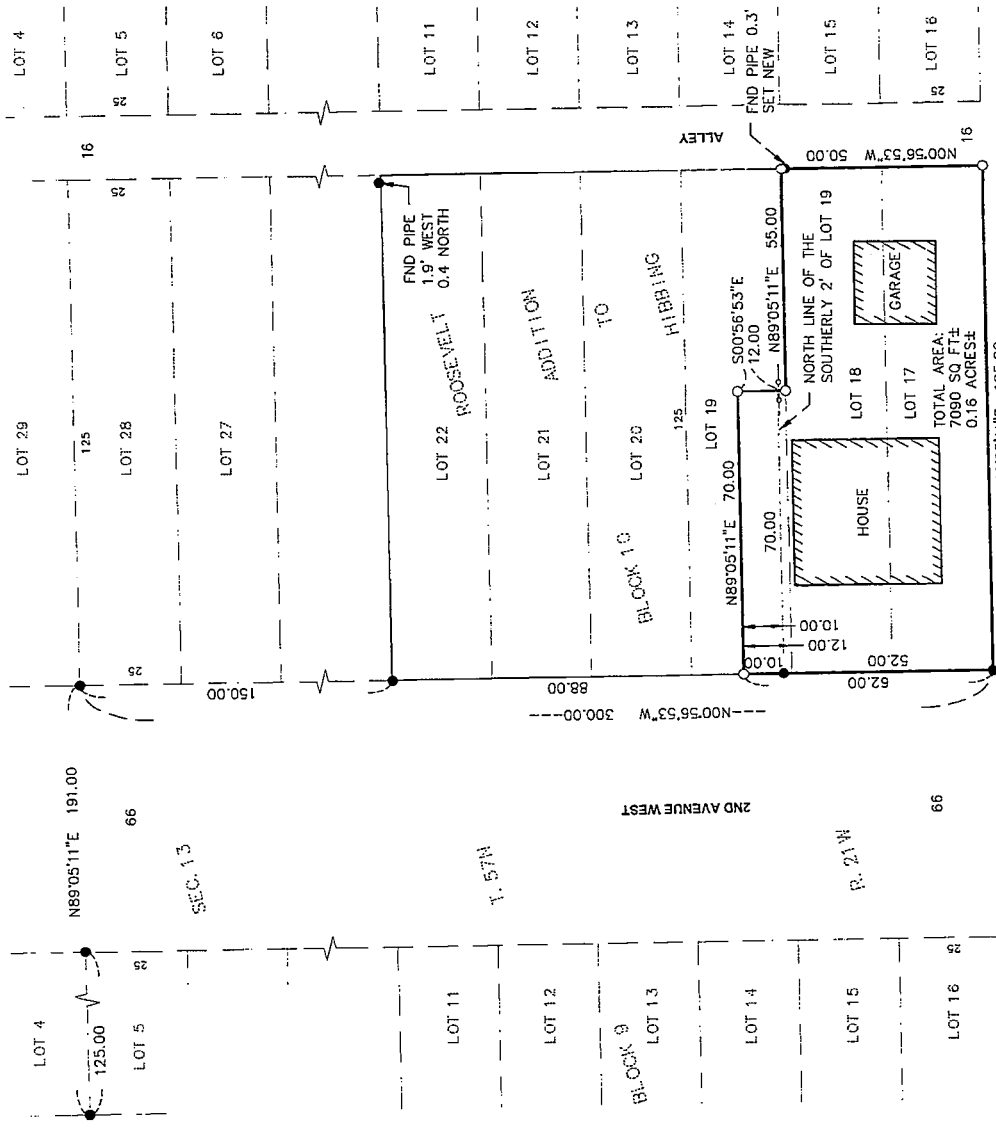
LEGEND

- BOUNDARY LINE
- PLAT LINE
- DEED LINE
- FENCE LINE



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON NAD83,
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MONUMENT SET AND MARKED RLS # 53737



WEST 24TH STREET

WIDSETH
ARCHITECTS • ENGINEERS • SURVEYORS

PREPARED FOR: CELIA CAMERON
DATE: SEPTEMBER 11, 2024
SCALE: AS SHOWN
DRAWN BY: BPT
CHECKED BY: ALP
FILE NUMBER: 2024-11375

DATE: SEPTEMBER 11, 2024
SCALE: AS SHOWN
DRAWN BY: BPT
CHECKED BY: ALP
FILE NUMBER: 2024-11375

DATE: SEPTEMBER 11, 2024
SCALE: AS SHOWN
DRAWN BY: BPT
CHECKED BY: ALP
FILE NUMBER: 2024-11375



Request for Council Action

City Council Action

Description of Agenda Item

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Attachments

None



Request for Council Action

City Council Action

Description of Agenda Item

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Attachments

None



Request for Council Action

City Council Action

Approve the quote for Road Salt for the 2024/2025 Winter Season from Compass Minerals in the amount of \$37,669.50

Description of Agenda Item

Approve the quote for Road Salt for the 2024/2025 Winter Season from Compass Minerals in the amount of \$37,669.50

Strategic Initiative

Owner of Agenda Item

Nick Arola, City Services Director, 218.421.5565, nickarola@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Approve the quote for Road Salt for the 2024/2025 Winter Season from Compass Minerals in the amount of \$37,669.50

Attachments

1. road salt



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Yes: Quote for Road Salt

Main Agenda x

Consent Agenda _____

Description of Agenda Item:

Quote for Road Salt for the 2024/2025 Winter Season

Strategic Initiative:

Purchase of road salt for the upcoming winter season.

Owner of Agenda Item/Department/email address/Phone:

Jesse Story, Hibbing City Engineer, jstory@ci.hibbing.mn.us, 218-262-3486

Introduction/Background/Justification/Key Issues/Legal

I received a quote from Compass Minerals for road salt for the upcoming winter season. The quote from Compass Minerals is in the amount of \$83.71 per ton. The agreement is for up to 450 tons. The quote will expire after 15 days.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

The quote from Compass Minerals is \$83.71 per ton up to 450 tons. The total cost is \$37,669.50. We currently have \$42,750.00 allocated in the Public Works Operating Budget for this purchase.

Action Requested: Request council approval

**Sold-To ("Buyer"):**

City of Hibbing
401 E. 21st Street
HIBBING, MN 55746

Date: Sep 23, 2024**Document:** 1001110**Tel:****Fax:****Email:****Customer#:** CH710104**Preferred:** Email**Delivery Lead Time:** 7 day(s)**Compass Minerals America Inc. (Seller)/ Quotation for bulk de-icing salt(the "Product")**

Line #	Quantity (TN)	Delivery Location	Price Per TN(USD)	Depot Info
1	450	Hibbing, MN City of 1425 E. 23Rd Street HIBBING, MN 55746 Destination #: CSH616948	\$83.71 Delivered	Depot: 20625-DULUTH - HALLETT Product: BULK HIGHWAY COARSE W/YPS Mode of Transport: DMP Distance: 79.6 Miles

Buyer commits to purchasing 80% of the total Quantity listed above and to commence receiving deliveries of the Product no later than December 31. Seller may decline any orders for any reason impacting its ability to ship the Product, including (but not limited to) the availability of the Product, conditions at the terminal or production facilities, or weather conditions. The Buyer will be invoiced for any tons not taken up to the 80% (unless Seller has declined to deliver those tons).

Price(s) effective through Mar 31, 2025

Buyer agrees to pay Seller for the Product in accordance with the price and payment terms stated above and on the reverse side of this Quotation. In the event of any direct conflict between the terms stated above and the terms on the reverse side of this Quotation, the terms stated above will control.

Terms are NET 30 days from shipment with approved credit.

Special Terms :

- * This Quotation is open for acceptance for 15 days following date of issue, and supersedes any and all previous proposals and contracts. This Quotation must be signed indicating acceptance to be valid.
- * Delivered price(s) via dump and based on full truck load quantities.
- * Minimum 24 hours' notice required for pick up orders. Requested DELIVERY dates and times cannot be guaranteed during peak periods or adverse weather conditions.
- * Seller does not commit to a specific delivery lead time. Any lead time or amount specified above is an estimated target only.
- * Product availability is at Seller's discretion and may take into account the delivery dates, pick-up dates and quantities of past purchases.
- * Product is for bulk end use only and is not intended for blending or packaging without prior consent.
- * Applicable taxes extra
- * Compass Minerals America Inc. has no obligation to store the Product after 31 Mar , but if it chooses to make storage available it will be for a fee of \$5 per month per ton.

- Subject to prior sale • Minimums will be enforced • An active order must be placed a minimum of one day in advance of pick-up loads

Thank you for the opportunity to quote on your bulk de-icing salt needs.

Accepted By:

Sean Lierz
Highway Sales Manager
Compass Minerals America Inc.

Signature :

Title :

Name :

Date :

Please sign and return by e-mail to highwaygroup@compassminerals.com
Or by MailOrder placement and inquiries Monday through Friday - 7:30 am to 5:00 pm
9900 W. 109th Street, Suite 100, Overland Park, KS 66210

Terms and Conditions of Sale

1. PARTIES. "Seller" is identified in the "Remit To", "From", or similar section of the invoice, quotation, order or similar document issued by Seller to which these Terms and Conditions of Sale relate or are attached, or "Seller" is as otherwise defined in such document. "Buyer" is identified in the "Sold To" or similar section of the invoice, quotation, order or similar document issued by Seller to which these Terms and Conditions of Sale relate or are attached. "Product" is described and identified in the invoice, quotation, order or similar document issued by Seller to which these Terms and Conditions of Sale relate or are attached. All applicable invoices, orders, quotations and these Terms and Conditions of Sale are referred to collectively as this "Agreement".
2. OFFER. No terms in Buyer's bid, purchase order or other form shall be binding upon Seller. Seller rejects additional/different terms in such Buyer's documents. SELLER'S OFFER IS EXPRESSLY LIMITED TO AND CONDITIONED UPON BUYER'S ACCEPTANCE OF THIS AGREEMENT.
3. PRICES; TAXES. EXCEPT AS OTHERWISE SPECIFIED IN THIS AGREEMENT, PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. AMOUNTS DUE WILL BE INVOICED, UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, AT SELLER'S PRICE IN EFFECT ON THE SCHEDULED DATE OF SHIPMENT. Prices on the invoicing document are net of all applicable discounts and promotional allowances. References to "tons" mean short tons (2000 lbs.) unless otherwise specified. Any tax or other governmental charges now or hereafter levied upon production, severance, manufacture, delivery, storage, consumption, sale, use or shipment of the Product are not included in Seller's price and Buyer is solely responsible for all such taxes and charges.
4. CANCELLATION. Orders, deliveries and pick-ups may be canceled by Buyer only upon: (a) written or oral notice to Seller and accepted in writing by Seller, and (b) payment to Seller of reasonable cancellation charges to be solely determined by Seller.
5. PAYMENT; CREDIT; PAST DUE ACCOUNTS. Buyer will make payment to Seller at the time and in the currency specified on Seller's quotation or invoicing document. Seller may, in its sole judgment, require such other payment terms as Seller deems appropriate, including full or partial payment in advance of shipment or by letter of credit. Credit payment terms must have the prior approval of Seller's Credit Department and must be specified in writing on Seller's invoicing document. Whenever reasonable grounds for insecurity arise with respect to due payment from Buyer or with respect to Buyer's financial condition generally, Seller reserves the right to stop shipment on notification to Buyer and to demand payment in advance or at the time of delivery or pick-up or require reasonable assurance of payment, and in the absence thereof, to cancel, without liability, further deliveries of the Product. A finance charge of the lesser of 1.5% per month (18% - APR) or the highest rate permitted by law will be assessed on all past due accounts. Interest charged on a past due invoice will be assessed from the date of the invoice. Amounts owed by Buyer for which there is no dispute will be paid without set-off for any amounts that Buyer may claim are owed by Seller. Buyer agrees to reimburse Seller for all attorney fees and court costs in connection with default of these payment terms by Buyer.
6. DELAYS. All orders, deliveries and pick-ups are subject to Seller's ability to make the Product available at the time and in the quantities specified, and Seller shall not be liable for damages for failure to make the Product available in whole or in part or at any specific time. Seller shall not be liable for delays or defaults in delivery or making the Product available for pick-up caused by forces or events not reasonably within Seller's control (such forces and events include, without limitation, delays or defaults by carriers; extreme cold weather; partial or total failure of Seller's intended production; transportation or delivery facilities; floods, fires, storms, or other acts of God; war, an act of public enemy, or civil disturbance; strikes; lock-outs; shortages of labor or raw materials and supplies (including fuel); acts or omissions of Buyer; action of any governmental authority; or any other force majeure event). Buyer shall be liable for any added expenses incurred by Seller because of Buyer's delay in furnishing requested information to Seller, delays resulting from changes requested by Buyer, or delay in unloading shipments at the delivery point that are the fault of Buyer.
7. SHIPMENT COSTS/TRANSPORTATION MATTERS. Unless otherwise specified on Seller's invoicing document, all transportation charges, including, without limitation, Seller's and carrier's charges for notification prior to delivery, demurrage, switching, detention, delay in unloading, diversion, or reconsignment shall be the sole responsibility of Buyer. Buyer will assume title and risk of loss concurrently in accordance with Seller's invoicing document. ON PASSAGE OF TITLE, BUYER IS THEN RESPONSIBLE FOR PROPER PROTECTION OF THE PRODUCT AND COMPLIANCE WITH ALL LAWS, RULES AND REGULATIONS APPLICABLE TO THE STORAGE, USE, AND HANDLING OF THE PRODUCT AND WILL INDEMNIFY SELLER AGAINST ALL CLAIMS FOR PERSONAL INJURIES OR PROPERTY DAMAGE ARISING FROM THE STORAGE, USE OR HANDLING OF THE PRODUCT. Claims for damage or shortage in transit must be made by Buyer against the carrier. Buyer has the responsibility to inspect shipments before or during unloading to identify any such damage or shortage and see that appropriate notation is made on the delivery tickets or an inspection report furnished by the local agent of the carrier in order to support a claim. If railcars are used to deliver the Products, upon transfer of the Product's risk of loss to Buyer, Buyer is solely responsible for the care, condition, damage or loss of railcars until the railcars are released empty by Buyer to the rail carrier. Without Seller's prior written approval, neither Buyer nor any of its employees or agents will divert or export any such railcar to anywhere outside the continental U.S. Even with such approval, Buyer remains fully responsible for and shall promptly reimburse Seller for all claims, losses, costs, expenses, liabilities, penalties, demands and taxes directly caused by or incidental to such use of the railcars by Buyer.
8. WARRANTY/TIME FOR MAKING CLAIMS. Seller warrants only that it will convey good title to the Product Buyer receives and that, at the time of shipment, the Product will conform to the published specifications of Seller. Seller's specifications are subject to change at any time without notice to Buyer. NO OTHER WARRANTY OF ANY KIND, EXPRESSED OR IMPLIED, IS MADE BY SELLER AND SELLER HEREBY DISCLAIMS ALL SUCH OTHER WARRANTIES, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NONINFRINGEMENT. Buyer must notify Seller of any claim with respect to the Product, the warranty, or any other claim under this Agreement within thirty (30) days of receipt of the Product or such claim is waived. In the event of an alleged breach hereof by Seller, the sole remedy available to Buyer on account of any defect in the Product shall be limited to the replacement of such defective Product by Seller. In the event the remedy provided herein shall be deemed to have failed its essential purpose, then Buyer shall be entitled only to a refund of the amounts paid to Seller attributable to such defective Product that Buyer receives. Subject to the notification of claim provision above, no action for breach of the contract for sale or otherwise with respect to the Product will be commenced more than one (1) year after such cause of action accrues.
9. LIMITATION OF LIABILITY. TO THE FULLEST EXTENT PERMITTED BY LAW, SELLER'S LIABILITY FOR ANY CLAIM ARISING UNDER OR IN CONNECTION WITH THIS AGREEMENT WILL BE LIMITED TO THE NET PURCHASE PRICE ACTUALLY PAID TO SELLER ATTRIBUTABLE TO THE PRODUCT INVOLVED. IN NO EVENT SHALL SELLER BE LIABLE TO BUYER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES FOR ANY CLAIM, EVEN IF SUCH CLAIM IS THE RESULT OF SELLER'S OWN NEGLIGENCE. Buyer assumes all risks and liability for any damage, loss, or penalty resulting from the use of the Product delivered hereunder in manufacturing processes of Buyer or in combination with other substances or otherwise.
10. INDEMNIFICATION. TO THE FULLEST EXTENT PERMITTED BY LAW, BUYER SHALL INDEMNIFY, HOLD HARMLESS AND DEFEND SELLER AND ITS AFFILIATES AND THEIR RESPECTIVE PRESENT OR FUTURE EMPLOYEES, OFFICERS, DIRECTORS, SHAREHOLDERS, INSURERS, AGENTS AND REPRESENTATIVES (COLLECTIVELY, "INDEMNIFIED PARTIES"), FROM ALL CLAIMS, LIABILITIES, DAMAGES, DEATH (INCLUDING, WITHOUT LIMITATION, DEATH OF SELLER'S EMPLOYEES), SUITS, PROCEEDINGS, COSTS AND EXPENSES (INCLUDING, WITHOUT LIMITATION, REASONABLE ATTORNEYS' FEES), FINES, AND PENALTIES (COLLECTIVELY, "LOSSES"), IN CONNECTION WITH THIS AGREEMENT REGARDLESS OF CAUSE ("BUYER'S INDEMNIFICATION OBLIGATION"). TO THE FULLEST EXTENT PERMISSIBLE BY LAW, BUYER'S INDEMNIFICATION OBLIGATION APPLIES EVEN IF LOSSES ARE THE RESULT OR ALLEGED RESULT OF THE NEGLIGENCE, ACTIVE OR OTHERWISE, OF THE INDEMNIFIED PARTIES.
11. SECURITY INTEREST. Buyer grants to Seller, and Seller retains, a security interest in the Product and the proceeds thereof, until the purchase price therefor is fully paid. Seller may file any financing statements and give notice of such security interest to third parties as Seller may determine to be necessary to perfect such security interest.
12. VALID CONTRACT. Buyer warrants and represents that (a) this Agreement is a valid and enforceable contract, (b) proper authorization has been obtained for Buyer to enter into this Agreement, and (c) each individual executing this Agreement on behalf of Buyer is properly authorized to bind Buyer to the terms of this Agreement. Buyer agrees that Seller negotiated and dealt with Buyer in good faith in entering into this Agreement, and that the Product price determined by this Agreement is fair and reasonable. Payment for Products received through the notice date will not limit, in any respect, Seller's ability to recover additional amounts from Buyer for damages incurred as a result of Buyer's breach of this Agreement or the warranties and representations made by Buyer in this Agreement.
13. PROCUREMENT AND BIDDING. Buyer warrants and represents that Buyer has fully complied with all procurement and bidding laws, rules, regulations and procedures, if applicable. In the event Buyer claims that this Agreement, the underlying transaction or any provision thereof is invalid or void due to Buyer's failure to comply with any applicable requirements under state or local laws related to procurement or bidding, or in the event Buyer fails to obtain any authorization required to enter into this Agreement, Buyer agrees that it will timely submit payment, at the price stated in this Agreement, for all Products received through and including the date that it provides written notice to Seller of such failure. In the event that Buyer provides written notice to Seller of failure to comply with applicable laws related to procurement or bidding, or in the event Buyer fails to obtain any authorization required to enter into this Agreement, the parties agree that Seller will immediately cease performing under this Agreement and will provide Buyer with no further Products unless and until both parties agree in a writing separate from this Agreement.
14. EXPORT CONTROLS AND REGULATION: With regard to any Product that is of U.S. origin, Buyer acknowledges that export or reexport of any product provided by Seller is subject to U.S. export regulations. Buyer represents and warrants that it is not on, or associated with any organization on the U.S. Department of Commerce's Bureau of Industry and Security's Denied Persons List or Unverified List; or any prohibited party list maintained by the U.S. Department of the Treasury's Office of Foreign Assets Control, the U.S. Department of Commerce, or the U.S. Department of State. Buyer shall not export or reexport any Compass Minerals products to any prohibited party or to any restricted country.
15. LEGAL COMPLIANCE. Buyer and its employees, representatives, and agents will: (a) comply with all applicable federal, state, provincial, local and foreign laws and regulations of any governments, governmental bodies or regulatory agencies including, without limitation, export control laws, the U.S. Foreign Corrupt Practices Act and the U.S. Patriot Act, as amended from time to time (collectively, the "Laws"); (b) will not subject Seller to any claim, penalty or loss of benefits under the Laws; and (c) will cooperate with Seller in any audit or inspection relating to the Laws. Upon Seller's request, Buyer will deliver a certificate to Seller in a form provided by Seller, certifying such matters as requested by Seller, as required by the Laws, or pertaining to Buyer's intended use of the Product as represented to Seller.
16. MISCELLANEOUS. Matters arising out of or in connection with this Agreement or a sale contemplated in connection with this Agreement will be governed by the laws of the state of Kansas, USA without regard to conflicts of law rules, and Buyer and Seller consent to the jurisdiction of Johnson County, Kansas courts. The United Nations Convention on the International Sale of Goods shall not apply to the transactions under this Agreement. The parties have expressly required that this Agreement and all documents and notices relating hereto be drafted in English. Buyer shall not assign this Agreement without Seller's prior written consent. This Agreement constitutes the entire agreement regarding the subject matter hereof; no modification may be made, unless in writing and signed by the parties; and no acknowledgment or acceptance of Buyer's purchase order or other forms containing different, additional, or conflicting terms shall have force or effect. Seller's failure to enforce any provision of this Agreement will not be a waiver of its right to enforce such provision or any other provision then or thereafter. Any provision intended to survive including, without limitation, Sections 7 through 15 (inclusive), shall survive this Agreement's termination or expiration and the consummation of the transactions contemplated hereunder. In the event any provision or part of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, only that particular provision or part so found, and not the entire Agreement, will be inoperative.



Request for Council Action

City Council Action

Description of Agenda Item

Approve the quote to MacQueen Equipment for a 2025 Elgin Pelican Street Sweeper in the amount of \$322,492.00

Strategic Initiative

Owner of Agenda Item

Joe McKenney, Fleet Manager, 218.966.1826, joemcKenney@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Approve the quote to MacQueen Equipment for a 2025 Elgin Pelican Street Sweeper in the amount of \$322,492.00

Attachments

1. RCA 2025 Elgin Pelican Street Sweeper
2. EQINV_09132024 F City of Hibbing Pelican 2025



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Main Agenda __x__

Consent Agenda _____

Date: 10-2-2024

Description of Agenda Item:

2025 Elgin Pelican Street Sweeper

Strategic Initiative:

Replacing our 2008 street sweeper

Owner of Agenda Item/Department/email address/Phone

Public Works Fleet Manager joemckenney@hibbingmn.gov (218)966-1826.

Introduction/Background/Justification/Key Issues/Legal

This will be replacing our 2008 street sweeper so we can provide fast and reliable street sweeping for our taxpayers. We will surplus the 2008 after delivery of new sweeper

Board/Commission/Committee Actions(s):

none

Budgetary/Fiscal Impact:

This is a 2025 Capital budget item that we need to get ordered so delivery lines up in March-April of next spring. This will come from MacQueen Equipment in the amount of \$322,492.00 (This is state contract pricing)

Action Requested: Questions, discussion, questions, City Council Action

Approve attached quote to MacQueen Equipment for \$322,492.00.



MACQUEEN™

Ship To: CITY OF HIBBING
401 E.21st STREET
HIBBING, MN 55746

Invoice To: CITY OF HIBBING
401 E. 21st Street
Hibbing MN 55746

MacQueen
1125 7th Street E
St Paul, MN 55106
651-645-5726 • 800-832-6417

Branch 01 - ST PAUL MN		
Date 09/13/2024	Time 9:11:41 (O)	Page 1
Account No HIBBI001	Phone No 2182623486	Est No 01 Q03521
Ship Via JASON MOERKE		Purchase Order PENDING
Tax ID No		
BOB LARSON		Salesperson 110

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 09/30/2024 Amount

2025 ELGIN PELICAN NP STREET SWEEPER WITH ALL STANDARD 322492.00
FEATURES PLUS:

.
PER MINNESOTA STATE CONTRACT #S-843(5)

.
BASE ELGIN PELICAN NP SINGLE \$ 277,814.00

.
OPT 3.2.1 BATTERY DISCONNECT INCLUDED

.
OPT 3.2.2 HYDRAULIC OIL LEVEL/TEMP SHUTDOWN INCLUDED

.
OPT 3.4.1 LED STROBE W/GUARD INCLUDED

.
OPT 3.4.3 FRONT LIGHT BAR MOUNTING RAIL \$ 855.00

.
OPT 3.4.4 FORWARD FACING HEADLIGHTS W/LIGHT BAR \$ 1,580.00

.
OPT 3.4.5 LED STOP/TAIL/TURN CLEARANCE LIGHTS INCLUDED

.
OPT 3.4.6 LED STROBE LIGHTS IN BATTERY COVER \$ 1,590.00

.
OPT 3.4.7 RH/LH LIMB GUARDS 2 X 1,660.00 = \$ 3,320.00

.
OPT 3.4.8 LED ARROWSTICK \$ 2,085.00

.
OPT 3.4.9 REAR FLOOD LIGHTS INCLUDED

.
OPT 3.6.1 LOWER ROLLER WASHOUT INCLUDED

.
OPT 3.7.1 AM/FM/CD/MAP LIGHTS INCLUDED

.
OPT 3.7.2 RH HIGH BACK AIR RIDE SEAT \$ 1,270.00

.
OPT 3.7.3 HEATED MOTORIZED MIRRORS \$ 1,615.00

VisitUsOnline
www.macqueengroup.com



MACQUEEN™

Ship To: CITY OF HIBBING
401 E.21st STREET
HIBBING, MN 55746

Invoice To: CITY OF HIBBING
401 E. 21st Street
Hibbing MN 55746

MacQueen
1125 7th Street E
St Paul, MN 55106
651-645-5726 • 800-832-6417

Branch 01 - ST PAUL MN		
Date 09/13/2024	Time 9:11:41 (O)	Page 2
Account No HIBBI001	Phone No 2182623486	Est No 01 Q03521
Ship Via JASON MOERKE	Purchase Order PENDING	
Tax ID No		
BOB LARSON		Salesperson 110

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 09/30/2024 Amount

.
OPT 3.7.4 REAR VIEW CAMERA INCLUDED
.
OPT 3.7.6 RH GUTTER BROOM TILT / INDICATOR \$ 2,420.00
.
OPT 3.7.7 MAIN BROOM HOUR METER \$ 551.00
.
OPT 3.8.1 DUAL GUTTER BROOM \$ 14,769.00
.
OPT 3.8.2 BROOM UPGRADE DOUBLE WRAP \$ 1,407.00
.
OPT 3.10.1 AUTO LUBE DUAL/GREASABLE DIRT SHOES \$ 9,500.00
.
OPT 3.10.3 CARDIDE DIRT SHOES / GREASABLE \$ 1,687.00
.
NON CONTRACT IN CAB AIR RESTRICTION GAUGE \$ 540.00
.
NON CONTRACT REFLECTORS SET OF 6 \$ 245.00
.
NON CONTRACT PELICAN SERVICE MANUAL \$ 122.00
.
PAINTED ELGIN WHITE RED SWOOSH
.
OPT 3.11.2 DELIVERY HIBBING 207 MILES X \$5.50= \$ 1,122.00
.
ELGIN ONE (1) YEAR WARRANTY
.
DELIVERY MARCH - APRIL 2025 WILL ADVISE

Subtotal: 322492.00
Authorization: _____ Quote Total: 322492.00

QUOTED PRICES ARE BASED ON CURRENT COSTS AND THEREFORE SUBJECT TO CHANGE
WITH WRITTEN NOTICE TO ACCOUNT FOR PRICING CHANGES BEYOND SELLER'S CONTROL

VisitUsOnline
www.macqueengroup.com



Request for Council Action

City Council Action

Approve the rental budget increase of \$30,000 for a 2025 Elgin Street Sweeper Lease to MacQueen in the amount of \$14,500 per month plus insurance

Description of Agenda Item

Approve the rental budget increase of \$30,000 for a 2025 Elgin Street Sweeper Lease to MacQueen in the amount of \$14,500 per month plus insurance

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Approve the rental budget increase of \$30,000 for a 2025 Elgin Street Sweeper Lease to MacQueen in the amount of \$14,500 per month plus insurance

Attachments

1. RCA 2025 Elgin Street Sweeper Lease



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Main Agenda __x__

Consent Agenda _____

Date: 10-2-2024

Description of Agenda Item:

2025 Elgin Street Sweeper Lease

Strategic Initiative:

Leasing a third street sweeper two months a year when needed.

Owner of Agenda Item/Department/email address/Phone

Public Works Fleet Manager joemckenney@hibbingmn.gov (218)966-1826.

Introduction/Background/Justification/Key Issues/Legal

We would like to lease a third street sweeper for the times of year that require three sweepers. These dates will be April 15th to May 15th and Oct. 1st to Nov 1st. We will surplus our 2010 Mega wind sweeper after this fall clean up. Moving towards more salt instead of sand we will look at the number of sweepers moving forward.

Board/Commission/Committee Actions(s):

none

Budgetary/Fiscal Impact:

This is in the Streets and Alleys 2025 budget for rental. The cost is \$14,500 per month plus insurance. Total budget increase of \$30,000. I will bring a rental contract to the council closer to time of delivery.

Action Requested: Questions, discussion, questions, City Council Action

Approve rental budget increase of \$30,000.00



Request for Council Action

City Council Action

Description of Agenda Item

Approve the payment to Hart Electric for concession stand electrical work at the racetrack in the amount of \$11,751.70

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Requesting approval to pay the invoice to Hart Electric for electrical work done to rewire the concessions stand and freezer room at the racetrack during their remodeling of the main concessions stand.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

\$11,751.70 - Payment to Hart Electric
All funds will be taken from the city racetrack fund

Action Requested

Requesting Council Approval

Attachments

1. 10-2-24 RCA Approve payment to Hart Electric - Racetrack
2. 10-2-24 Racetrack Invoice Hart Elec



Request for City Council Action

10/2/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda X

Description of Agenda Item:

Approve the payment to Hart Electric for concession stand electrical work at the racetrack.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Nick Arola, City Services Director, nickarola@hibbingmn.gov 218-421-5565

Introduction/Background/Justification/Key Issues/Legal

Requesting approval to pay the invoice to Hart Electric for electrical work done to rewire the concessions stand and freezer room at the racetrack during their remodeled of the main concessions stand.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

\$11,751.70 - Payment to Hart Electric

All funds will be taken from the city racetrack fund

Action Requested: Questions, discussion, questions, City Council Action

Requesting Council approval

Hart Electric

10963 Meadowlark Lane
Hibbing, MN 55746

Invoice

Date	Invoice #
9/10/2024	470476

Bill To

City of Hibbing
401 East 21st. Street
Hibbing, Mn 55746

RECEIVED
SEP 10 2024
BY: _____

P.O. No.	Terms	Project
	Net 30 days	

Quantity	Description	Rate	Amount
	RE: Location: Hibbing Raceway		
	RE: Concession Remodel		
260	ft. 3/4" emt	1.198	311.48
41	3/4" emt fittings	1.15	47.15
30	3/4" hangers	1.17	35.10
4	3/4" straps	0.55	2.20
190	ft. 1/2" emt	0.835	158.65
23	1/2" fittings	0.95	21.85
32	1/2" hangers	0.95	30.40
35	4sq.x 2 1/8	3.55	124.25
2	4sq. blanks	1.55	3.10
22	TR-15	2.15	47.30
2	3-Way switches	3.98	7.96
3	SP switches	2.55	7.65
28	4sq. raised covers	3.98	111.44
10	1/2" WP fittings	3.65	36.50
9	1/2" straps	0.55	4.95
6	bell boxes	6.99	41.94
6	15 amp. WR receptacles	4.90	29.40
2	In-use-covers	25.45	50.90
4	WP plates	6.12	24.48
11	8ft. LED fixtures	148.54	1,633.94
1	4ft. LED fixture	96.07	96.07
2,500	ft. 12 THHN	0.27	675.00
1	60 amp. disconnect	62.10	62.10
80	ft. 10 THHN	0.39	31.20
10	Q0120 breakers	12.75	127.50
1	230 breaker	32.75	32.75
1	32 space load center	179.00	179.00
1	20 space load center	129.00	129.00
2	ground bars	17.05	34.10
2	4 11/16 x 21/8	8.40	16.80
THANK YOU FOR CHOOSING HART ELECTRIC		Total	

Hart Electric

10963 Meadowlark Lane
Hibbing, MN 55746

Invoice

Date	Invoice #
9/10/2024	470476

Bill To
City of Hibbing 401 East 21st. Street Hibbing, Mn 55746

P.O. No.	Terms	Project
	Net 30 days	

Quantity	Description	Rate	Amount
1	4 11/16 blank	2.29	2.29
2	1 1/4 emt connectors	4.06	8.12
10	ft. 1/2" sealtite	3.67	36.70
3	1/2" sealtite connectors	5.85	17.55
50	ft. 12/2 MC cable	1.05	52.50
8	MC connectors	2.65	21.20
3	CH120 breakers	14.85	44.55
1	1 1/4" offset nipple	9.45	9.45
2	3/4" offset nipples	5.09	10.18
60	Hours labor	120.00	7,200.00
1	State Inspection Fee	235.00	235.00
THANK YOU FOR CHOOSING HART ELECTRIC		Total	\$11,751.70



Request for Council Action

City Council Action

Description of Agenda Item

Strategic Initiative

Owner of Agenda Item

Nick Arola, City Services Director, 218.421.5565, nickarola@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Approve the final payment application to Max Gray construction in the amount of \$130,333.86 to close out the Mine View building project and accept substantial completion of the project.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

\$130,333.86

Action Requested

Approve the final payment application to Max Gray construction in the amount of \$130,333.86 to close out the Mine View building project and accept substantial completion of the project.

Attachments

1. 10-2-24 RCA Approve final pay app and project close out with Max Gray
2. 10-2-24 Hull Rust Substantial Completion
3. 10-2-24 HIBBI 159680 Pay App #15-Final



Request for City Council Action

10/2/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda X

Description of Agenda Item:

Approve the substantial completion of Mine View and issue final payment to Max Gray Construction for the closeout of the building project.

Strategic Initiative:

Owner of Agenda Item/Department/email address/Phone:

Nick Arola, City Services Director, nickarola@hibbingmn.gov 218-421-5565

Introduction/Background/Justification/Key Issues/Legal

Approve the final payment application to Max Gray construction in the amount of \$130,333.86 to close out the Mine View building project and accept substantial completion of the project.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

\$130,333.86

Action Requested: Questions, discussion, questions, City Council Action

Requesting Council approval



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*

Hull Rust and Hibbing
Taconite Mine View Phase II
Penobscot Road
Hibbing, MN 55746

CONTRACT INFORMATION:

Contract For: General Construction
Date:

CERTIFICATE INFORMATION:

Certificate Number: 001
Date: September 3, 2024

OWNER: *(name and address)*

City of Hibbing
401 East 21st Street
Hibbing, MN 55746

ARCHITECT: *(name and address)*

Short Elliott Hendrickson, Inc. (SEH)
3535 Vadnais Center Drive
St. Paul, MN 55110

CONTRACTOR: *(name and address)*

Max Gray Construction, Inc.
12501 5th Avenue West
Hibbing, MN 55746

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

SEH

ARCHITECT *(Firm Name)*

Brian Bergstrom

SIGNATURE

Brian Bergstrom, Project
Manager

PRINTED NAME AND TITLE

May 22, 2024

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within () days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$0

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner shall be responsible for security, maintenance, heat, utilities, damage to the Work, and insurance beginning on the date of Substantial Completion listed above.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Max Gray Construction, Inc.

CONTRACTOR *(Firm Name)*

SIGNATURE

James E. Abrahamson, President

PRINTED NAME AND TITLE

9-6-2024

DATE

City of Hibbing

OWNER *(Firm Name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE



Building a Better World
for All of Us®

TRANSMITTAL

To: Nick Arola
City of Hibbing
400 E 23rd Street
Hibbing, MN 55746

Date: September 9, 2024
SEH File No.: HIBBI 159680
Client No.: _____

Re: Hull Rust and Hibbing Taconite Mine View Project

We are:

- ☒ Enclosing ☐ Sending under separate cover ☐ Sending as requested
- One copy of Application for Payment No.15-Final for the above referenced project. It is our recommendation to make a payment in the amount of \$130,333.86 to Max Gray Construction, Inc. for the Hull Rust and Hibbing Taconite Mine View Project.
 - *Please note this is the final payment for the project and includes release of retainage.*

For your:

- | | | |
|--|---|---|
| ☐ Information/Records | ☐ Review and comment | ☐ Approval |
| ☐ Action | ☐ Distribution | ☐ Revision and resubmittal |

Remarks:

By: Brian Bergstrom, AIA

C:

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER/CLIENT:
City of Hibbing
401 E 21st Street Hibbing, Minnesota 55746 United States

PROJECT:
HULL RUST & HIBBING TACONITE M
PENOBSCOT ROAD
HIBBING, Minnesota 55746

APPLICATION NO: 15
INVOICE NO: 15
PERIOD: 06/01/24 - 06/30/24
PROJECT NOs: 2303-00

DISTRIBUTION TO:

FROM CONTRACTOR:
Max Gray Construction, Inc.
PO Box 689 Hibbing, Minnesota 55746-0689 United States

VIA ARCHITECT/ENGINEER:
Brian Bergstrom (SEH)
3535 VADNAIS CENTER DRIVE ST PAUL, Minnesota 55110
United States

CONTRACT DATE:

CONTRACT FOR: HULL RUST & HIBBING TACONITE MINE VIEW PHASE II

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum	\$2,492,000.00
2. Net change by change orders	\$27,562.84
3. Contract sum to date (line 1 ± 2)	\$2,519,562.84
4. Total completed and stored to date (Column G on detail sheet)	\$2,519,562.84
5. Retainage:	
a. 0.00% of completed work	\$0.00
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$0.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$2,519,562.84
7. Less previous certificates for payment (Line 6 from prior certificate)	\$2,389,228.98
8. Current payment due	\$130,333.86
9. Balance to finish, including retainage (Line 3 less Line 6)	\$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$48,165.84	(\$20,603.00)
Total approved this Month:	\$0.00	\$0.00
Totals:	\$48,165.84	(\$20,603.00)
Net changes by change order:	\$27,562.84	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract 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/Client, and that current payments shown herein is now due.

CONTRACTOR: Max Gray Construction, Inc.

By: [Signature]

Date: 7/1/24

State of: Minnesota

County of: St. Louis

Subscribed and sworn to before

me this 1st day of July 2024

Notary Public: Kelly M. Squires

My commission expires: 1/31/2028

**ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:

\$130,333.86

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

ARCHITECT/ENGINEER:

By: [Signature]

Date: 9/9/2024

This certificate is not negotiable. The amount certified is payable only to the contract named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

A	B	C			D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Approved Changes	Revised Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored to Date (D + E + F)	% (G/C)	Balance to Finish (C-G)	Retainage
					From Previous (D+E)	This Period					
Max Gray: 1. Original SOV		\$2,492,000.00	\$0.00	\$2,492,000.00	\$2,487,415.17	\$4,584.83	\$0.00	\$2,492,000.00	100.00%	\$0.00	\$0.00
1 . 1	General Conditions	\$273,650.00	\$0.00	\$273,650.00	\$270,913.50	\$2,736.50	\$0.00	\$273,650.00	100.00%	\$0.00	\$0.00
1 . 2	Building Permit	\$16,587.00	\$0.00	\$16,587.00	\$16,587.00	\$0.00	\$0.00	\$16,587.00	100.00%	\$0.00	\$0.00
1 . 3	Earthwork	\$20,020.00	\$0.00	\$20,020.00	\$20,020.00	\$0.00	\$0.00	\$20,020.00	100.00%	\$0.00	\$0.00
1 . 4	Concrete	\$25,578.00	\$0.00	\$25,578.00	\$25,578.00	\$0.00	\$0.00	\$25,578.00	100.00%	\$0.00	\$0.00
1 . 5	Rebar	\$2,556.00	\$0.00	\$2,556.00	\$2,556.00	\$0.00	\$0.00	\$2,556.00	100.00%	\$0.00	\$0.00
1 . 6	Structural Steel Materials	\$352,946.00	\$0.00	\$352,946.00	\$352,946.00	\$0.00	\$0.00	\$352,946.00	100.00%	\$0.00	\$0.00
1 . 7	Structural Steel Install	\$77,525.00	\$0.00	\$77,525.00	\$77,525.00	\$0.00	\$0.00	\$77,525.00	100.00%	\$0.00	\$0.00
1 . 8	Metal Fabrications	\$16,575.00	\$0.00	\$16,575.00	\$16,575.00	\$0.00	\$0.00	\$16,575.00	100.00%	\$0.00	\$0.00
1 . 9	Rough Carpentry	\$285,450.00	\$0.00	\$285,450.00	\$285,450.00	\$0.00	\$0.00	\$285,450.00	100.00%	\$0.00	\$0.00
1 . 10	Trusses	\$64,683.00	\$0.00	\$64,683.00	\$64,683.00	\$0.00	\$0.00	\$64,683.00	100.00%	\$0.00	\$0.00
1 . 11	Trusses MGC Install	\$36,590.00	\$0.00	\$36,590.00	\$36,590.00	\$0.00	\$0.00	\$36,590.00	100.00%	\$0.00	\$0.00
1 . 12	Finish Carpentry	\$12,525.00	\$0.00	\$12,525.00	\$12,525.00	\$0.00	\$0.00	\$12,525.00	100.00%	\$0.00	\$0.00
1 . 13	Vapor Barrier	\$24,100.00	\$0.00	\$24,100.00	\$24,100.00	\$0.00	\$0.00	\$24,100.00	100.00%	\$0.00	\$0.00
1 . 14	Spray Foam	\$72,647.00	\$0.00	\$72,647.00	\$72,647.00	\$0.00	\$0.00	\$72,647.00	100.00%	\$0.00	\$0.00
1 . 15	Building Insulation	\$27,750.00	\$0.00	\$27,750.00	\$27,750.00	\$0.00	\$0.00	\$27,750.00	100.00%	\$0.00	\$0.00
1 . 16	Roof and Deck Insulation	\$25,212.00	\$0.00	\$25,212.00	\$25,212.00	\$0.00	\$0.00	\$25,212.00	100.00%	\$0.00	\$0.00
1 . 17	Joint Sealant	\$9,000.00	\$0.00	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	100.00%	\$0.00	\$0.00
1 . 18	Metal Roofing	\$133,962.00	\$0.00	\$133,962.00	\$133,962.00	\$0.00	\$0.00	\$133,962.00	100.00%	\$0.00	\$0.00
1 . 19	Siding	\$227,734.00	\$0.00	\$227,734.00	\$227,734.00	\$0.00	\$0.00	\$227,734.00	100.00%	\$0.00	\$0.00
1 . 20	Siding MGC Install	\$58,750.00	\$0.00	\$58,750.00	\$58,750.00	\$0.00	\$0.00	\$58,750.00	100.00%	\$0.00	\$0.00
1 . 21	Metal Flashing	\$21,250.00	\$0.00	\$21,250.00	\$21,250.00	\$0.00	\$0.00	\$21,250.00	100.00%	\$0.00	\$0.00
1 . 22	Doors, Frames, Hardware	\$24,200.00	\$0.00	\$24,200.00	\$24,200.00	\$0.00	\$0.00	\$24,200.00	100.00%	\$0.00	\$0.00
1 . 23	DFH MGC Install	\$13,600.00	\$0.00	\$13,600.00	\$13,600.00	\$0.00	\$0.00	\$13,600.00	100.00%	\$0.00	\$0.00
1 . 24	Pivot Door	\$22,752.00	\$0.00	\$22,752.00	\$22,751.67	\$0.33	\$0.00	\$22,752.00	100.00%	\$0.00	\$0.00

A	B	C			D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Approved Changes	Revised Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored to Date (D + E + F)	% (G/C)	Balance to Finish (C-G)	Retainage
					From Previous (D+E)	This Period					
1 . 25	Pivot Door MGC Install	\$4,593.00	\$0.00	\$4,593.00	\$4,593.00	\$0.00	\$0.00	\$4,593.00	100.00%	\$0.00	\$0.00
1 . 26	Coiling Doors	\$54,835.00	\$0.00	\$54,835.00	\$54,835.00	\$0.00	\$0.00	\$54,835.00	100.00%	\$0.00	\$0.00
1 . 27	Glazing	\$93,405.00	\$0.00	\$93,405.00	\$93,405.00	\$0.00	\$0.00	\$93,405.00	100.00%	\$0.00	\$0.00
1 . 28	Gypsum	\$66,373.00	\$0.00	\$66,373.00	\$66,373.00	\$0.00	\$0.00	\$66,373.00	100.00%	\$0.00	\$0.00
1 . 29	Tiling	\$4,768.00	\$0.00	\$4,768.00	\$4,768.00	\$0.00	\$0.00	\$4,768.00	100.00%	\$0.00	\$0.00
1 . 30	Acoustical Panels	\$53,474.00	\$0.00	\$53,474.00	\$53,474.00	\$0.00	\$0.00	\$53,474.00	100.00%	\$0.00	\$0.00
1 . 31	Wood Flooring	\$41,644.00	\$0.00	\$41,644.00	\$41,644.00	\$0.00	\$0.00	\$41,644.00	100.00%	\$0.00	\$0.00
1 . 32	Wood Flooring Install	\$26,000.00	\$0.00	\$26,000.00	\$26,000.00	\$0.00	\$0.00	\$26,000.00	100.00%	\$0.00	\$0.00
1 . 33	MGC Floor Protection	\$840.00	\$0.00	\$840.00	\$840.00	\$0.00	\$0.00	\$840.00	100.00%	\$0.00	\$0.00
1 . 34	Painting & Taping	\$27,495.00	\$0.00	\$27,495.00	\$27,495.00	\$0.00	\$0.00	\$27,495.00	100.00%	\$0.00	\$0.00
1 . 35	Signs & Fire Extinguisher Cab	\$1,360.00	\$0.00	\$1,360.00	\$1,360.00	\$0.00	\$0.00	\$1,360.00	100.00%	\$0.00	\$0.00
1 . 36	Signs & Fire Ext. Cab Install	\$1,426.00	\$0.00	\$1,426.00	\$1,426.00	\$0.00	\$0.00	\$1,426.00	100.00%	\$0.00	\$0.00
1 . 37	Casework Material	\$76,580.00	\$0.00	\$76,580.00	\$76,580.00	\$0.00	\$0.00	\$76,580.00	100.00%	\$0.00	\$0.00
1 . 38	Casework MGC Install	\$27,625.00	\$0.00	\$27,625.00	\$27,625.00	\$0.00	\$0.00	\$27,625.00	100.00%	\$0.00	\$0.00
1 . 39	Mechanical	\$76,940.00	\$0.00	\$76,940.00	\$75,092.00	\$1,848.00	\$0.00	\$76,940.00	100.00%	\$0.00	\$0.00
1 . 40	Electrical	\$89,000.00	\$0.00	\$89,000.00	\$89,000.00	\$0.00	\$0.00	\$89,000.00	100.00%	\$0.00	\$0.00
Max Gray: 2. Change Order 1		\$0.00	\$7,329.83	\$7,329.83	\$7,329.83	\$0.00	\$0.00	\$7,329.83	100.00%	\$0.00	\$0.00
2 . 1	Change Order 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
2 . 2	Credit	\$0.00	(\$8,294.00)	(\$8,294.00)	(\$8,294.00)	\$0.00	\$0.00	(\$8,294.00)	100.00%	\$0.00	\$0.00
2 . 3	Labor Credit	\$0.00	(\$3,252.00)	(\$3,252.00)	(\$3,252.00)	\$0.00	\$0.00	(\$3,252.00)	100.00%	\$0.00	\$0.00
2 . 4	Material Credit	\$0.00	(\$8,075.00)	(\$8,075.00)	(\$8,075.00)	\$0.00	\$0.00	(\$8,075.00)	100.00%	\$0.00	\$0.00
2 . 5	Install Wood Base	\$0.00	\$3,731.00	\$3,731.00	\$3,731.00	\$0.00	\$0.00	\$3,731.00	100.00%	\$0.00	\$0.00
2 . 6	Birch Base Board	\$0.00	\$1,485.00	\$1,485.00	\$1,485.00	\$0.00	\$0.00	\$1,485.00	100.00%	\$0.00	\$0.00
2 . 7	Install Birch Shoe Trim	\$0.00	\$3,731.00	\$3,731.00	\$3,731.00	\$0.00	\$0.00	\$3,731.00	100.00%	\$0.00	\$0.00
2 . 8	Birch Shoe Trim	\$0.00	\$790.00	\$790.00	\$790.00	\$0.00	\$0.00	\$790.00	100.00%	\$0.00	\$0.00
2 . 9	LVL Blocking MAT	\$0.00	\$1,441.44	\$1,441.44	\$1,441.44	\$0.00	\$0.00	\$1,441.44	100.00%	\$0.00	\$0.00

A	B	C			D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Approved Changes	Revised Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored to Date (D + E + F)	% (G/C)	Balance to Finish (C-G)	Retainage
					From Previous (D+E)	This Period					
2 . 10	Install LVL Blocking	\$0.00	\$1,820.00	\$1,820.00	\$1,820.00	\$0.00	\$0.00	\$1,820.00	100.00%	\$0.00	\$0.00
2 . 11	Installing Plywood Blocking	\$0.00	\$546.00	\$546.00	\$546.00	\$0.00	\$0.00	\$546.00	100.00%	\$0.00	\$0.00
2 . 12	Plywood Blocking MAT	\$0.00	\$247.68	\$247.68	\$247.68	\$0.00	\$0.00	\$247.68	100.00%	\$0.00	\$0.00
2 . 13	Fasteners	\$0.00	\$450.00	\$450.00	\$450.00	\$0.00	\$0.00	\$450.00	100.00%	\$0.00	\$0.00
2 . 14	Install Fastners	\$0.00	\$728.00	\$728.00	\$728.00	\$0.00	\$0.00	\$728.00	100.00%	\$0.00	\$0.00
2 . 15	10% O&P	\$0.00	\$523.00	\$523.00	\$523.00	\$0.00	\$0.00	\$523.00	100.00%	\$0.00	\$0.00
2 . 16	1% Bond	\$0.00	\$58.00	\$58.00	\$58.00	\$0.00	\$0.00	\$58.00	100.00%	\$0.00	\$0.00
2 . 17	Exterior Guardrail Infill Panels	\$0.00	\$10,260.76	\$10,260.76	\$10,260.76	\$0.00	\$0.00	\$10,260.76	100.00%	\$0.00	\$0.00
2 . 18	10% O&P	\$0.00	\$1,026.08	\$1,026.08	\$1,026.08	\$0.00	\$0.00	\$1,026.08	100.00%	\$0.00	\$0.00
2 . 19	1% Bond	\$0.00	\$112.87	\$112.87	\$112.87	\$0.00	\$0.00	\$112.87	100.00%	\$0.00	\$0.00
Max Gray: 3. Change Order 2		\$0.00	\$20,233.01	\$20,233.01	\$20,233.01	\$0.00	\$0.00	\$20,233.01	100.00%	\$0.00	\$0.00
3 . 1	Change Order 2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
3 . 2	Additional Coiling Shutter	\$0.00	\$10,143.00	\$10,143.00	\$10,143.00	\$0.00	\$0.00	\$10,143.00	100.00%	\$0.00	\$0.00
3 . 3	O&P	\$0.00	\$1,014.30	\$1,014.30	\$1,014.30	\$0.00	\$0.00	\$1,014.30	100.00%	\$0.00	\$0.00
3 . 4	Bond	\$0.00	\$111.57	\$111.57	\$111.57	\$0.00	\$0.00	\$111.57	100.00%	\$0.00	\$0.00
3 . 5	Labor	\$0.00	\$2,366.00	\$2,366.00	\$2,366.00	\$0.00	\$0.00	\$2,366.00	100.00%	\$0.00	\$0.00
3 . 6	Materials	\$0.00	\$108.00	\$108.00	\$108.00	\$0.00	\$0.00	\$108.00	100.00%	\$0.00	\$0.00
3 . 7	Frame Supports	\$0.00	\$1,469.54	\$1,469.54	\$1,469.54	\$0.00	\$0.00	\$1,469.54	100.00%	\$0.00	\$0.00
3 . 8	cutting holes in steel frames	\$0.00	\$1,295.00	\$1,295.00	\$1,295.00	\$0.00	\$0.00	\$1,295.00	100.00%	\$0.00	\$0.00
3 . 9	O&P	\$0.00	\$523.85	\$523.85	\$523.85	\$0.00	\$0.00	\$523.85	100.00%	\$0.00	\$0.00
3 . 10	Bond	\$0.00	\$57.62	\$57.62	\$57.62	\$0.00	\$0.00	\$57.62	100.00%	\$0.00	\$0.00
3 . 11	Rough-in for additional cameras	\$0.00	\$1,922.00	\$1,922.00	\$1,922.00	\$0.00	\$0.00	\$1,922.00	100.00%	\$0.00	\$0.00
3 . 12	O&P	\$0.00	\$192.20	\$192.20	\$192.20	\$0.00	\$0.00	\$192.20	100.00%	\$0.00	\$0.00
3 . 13	Bond	\$0.00	\$21.14	\$21.14	\$21.14	\$0.00	\$0.00	\$21.14	100.00%	\$0.00	\$0.00
3 . 14	Powder Coating	\$0.00	\$1,890.00	\$1,890.00	\$1,890.00	\$0.00	\$0.00	\$1,890.00	100.00%	\$0.00	\$0.00
3 . 15	Hot Dipped Galv.	\$0.00	(\$982.00)	(\$982.00)	(\$982.00)	\$0.00	\$0.00	(\$982.00)	100.00%	\$0.00	\$0.00

A	B	C			D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Approved Changes	Revised Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored to Date (D + E + F)	%(G/C)	Balance to Finish (C-G)	Retainage
					From Previous (D+E)	This Period					
3 . 16	O&P	\$0.00	\$90.80	\$90.80	\$90.80	\$0.00	\$0.00	\$90.80	100.00%	\$0.00	\$0.00
3 . 17	Bond	\$0.00	\$9.99	\$9.99	\$9.99	\$0.00	\$0.00	\$9.99	100.00%	\$0.00	\$0.00
Grand Total:		\$2,492,000.00	\$27,562.84	\$2,519,562.84	\$2,514,978.01	\$4,584.83	\$0.00	\$2,519,562.84	100.00%	\$0.00	\$0.00



Request for Council Action

City Council Action

Approve the Carey Lake bid packages for Septic, Well, and Clearing & Grubbing as presented:

- * SSTS Design-Build Project: George Bougalis & Sons Co. for \$133,200.00
- * Well Drilling Project: Mark's Well & Pump for \$19,775.00 + defined expenses
- * Clearing and Grubbing Project: George Bougalis & Sons Co. for \$68,617.50

Description of Agenda Item

Approve the Carey Lake bid packages for Septic, Well, and Clearing & Grubbing as presented:

- * SSTS Design-Build Project: George Bougalis & Sons Co. for \$133,200.00
- * Well Drilling Project: Mark's Well & Pump for \$19,775.00 + defined expenses
- * Clearing and Grubbing Project: George Bougalis & Sons Co. for \$68,617.50

Strategic Initiative

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Approve the Carey Lake bid packages for Septic, Well, and Clearing & Grubbing as presented:

- * SSTS Design-Build Project: George Bougalis & Sons Co. for \$133,200.00
- * Well Drilling Project: Mark's Well & Pump for \$19,775.00 + defined expenses
- * Clearing and Grubbing Project: George Bougalis & Sons Co. for \$68,617.50

Attachments

1. Hibbing Carey L Campground_SSTS Design-Build_Bid Award Rec Letter_2024-10-01_
2. Hibbing Carey L Campground_Well Drilling_Bid Award Rec Letter_2024-10-01_
3. Hibbing Carey L Campground_Clearing and Grubbing_Bid Award Rec Letter_2024-10-01_

October 1, 2024

Mr. Nick Arola, City Services Director
City of Hibbing
City Hall
401 East 21st Street
Hibbing, MN 55746

**Re: Bid Award Recommendation
Carey Lake Campground – SSTS Design-Build Project (Barr Project No. 23692742.01)**

Dear Mr. Arola:

On Tuesday, October 1st, 2024, two (2) bids were received via on-email submittal for the SSTS Design-Build project at Carey Lake Park for the new Campground area. The bids received are summarized as follows. A tabulation of the bid is also attached.

George Bougalis and Sons Co. (Apparent Low Bidder)

3402 15th Ave E.
Hibbing MN, 55746

Contractor's Bid = \$133,200.00

Bougalis, Inc.

800 Greyhound Blvd.
Hibbing, MN 55746

Contractor's Bid = \$325,000.00

George Bougalis and Sons Co. was the apparent low bidder with a complete submitted bid of \$133,200.00 (US Dollars). Bougalis Inc. was the apparent high bidder with a complete submitted bid of \$325,000.00 (+\$191,800.00 over apparent low bid).

Barr recommends that the City of Hibbing award the bid to George Bougalis and Sons Co. for the full bid amount of \$133,200.00.

If you have any questions, please contact me at ptokarczyk@barr.com or 218.262.8626.

Best Regards,

A handwritten signature in black ink, appearing to read "Paul Tokarczyk".

Paul Tokarczyk, PE

Enclosure: Bid Tabulation

CAREY LAKE CAMPGROUND: SSTS DESIGN-BUILD PROJECT
OWNER: City of Hibbing
BID OPENING: 10/01/2024 10:00 AM CDT
REVIEW PREPARED BY: Barr Engineering, 10/01/2024

BID TABULATION

				BIDDING CONTRACTOR 1		BIDDING CONTRACTOR 2		BIDDING CONTRACTOR 3	
				George Bougalis and Sons Co.		Bougalis Inc.			
Line Item	Item Description	Units	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	SSTS Design-Build Services	LS	1	\$133,200.00	\$133,200.00	\$325,000.00	\$325,000.00		\$0.00
BASE BID TOTAL				\$133,200.00		\$325,000.00		\$0.00	
ALL ADDITIONAL REQUIRED BID DOCUMENTS PROVIDED?				YES		YES			

October 1, 2024

Mr. Nick Arola, City Services Director
City of Hibbing
City Hall
401 East 21st Street
Hibbing, MN 55746

Re: Bid Award Recommendation
Carey Lake Campground – Well Drilling Project (Barr Project No. 23692742.01)

Dear Mr. Arola:

On Tuesday, October 1st, 2024, one (1) bid was received via on-email submittal for the Well Drilling project at Carey Lake Park for the new Campground area. Please note that request for bid was submitted via email to four (4) local well-drilling contractors, although only one bid was received. The bid received is as follows.

Mark's Well & Pump
3595 O'Rourke Road
Hibbing MN, 55746

Contractor's Bid = \$19,775.00 + defined
expenses

It is our professional opinion that the submitted bid was a fair price based on the engineer's estimate of \$40,000.

Barr recommends that the City of Hibbing award the bid to Mark's Well & Pump at their proposed fees and terms. If conditions during construction require variation from the proposed fees, change orders may be necessary.

If you have any questions, please contact me at ptokarczyk@barr.com or 218.262.8626.

Best Regards,

A handwritten signature in black ink, appearing to read "Paul Tokarczyk".

Paul Tokarczyk, PE

Enclosure: Contractor's Quote



MWP

Estimate MARK'S WELL & PUMP

3595 O'Rourke Road
HIBBING, MN 55746

(218) 262-3401

mwphibb@mchsi.com

In consideration of the following covenants and arguments, the undersigned agree to perform the following described work for the prices set out:

PROPOSAL SUBMITTED TO Hibbing Carey Lake Canpground	PHONE 218-421-5565	DATE 9/30/24
STREET	LEGAL DESCRIPTION nickarola@hibbingmn.gov	
CITY, STATE AND ZIP CODE	JOB LOCATION Carey Lake	

1. 6 inch diameter well drilled to approximate depth of 100 ft. at \$ 110 per ft. \$ 11,000
2. Open hole drilling 50 ft. at \$ 49 per ft. \$ 4,900
3. Grouting, residential well analysis, blowing, chlorinating and disinfecting well and all water used in drilling ,Test pumping \$ 1,800
- Well: Sub-Total \$ _____
4. Pitless unit installation (Price does / does not include excavation or electrical work (inside). 50ft. of wire & water line. \$ 500
5. Pump installation 12 h.p. Sub. pump; setting 80 ft. 1 inch pvc pipe 12/2 Submersible wire. \$ 1,300
6. Tank _____, with all necessary fittings. \$ _____
7. Minnesota Department of Health - \$235.00 (well permit) \$ 275
- Pump: Sub-Total \$ _____
8. M.W.P. reserves the right to change the size of the casing and /or abandon drilling. If drilling is abandoned, the charges will be based on \$15.00 per foot to compensate for operation costs. If a new well is drilled, the well drilling charges of the new well will be in addition to the charges for the first well. Tax \$ _____
9. The undersigned agrees that title in and to any and all materials furnished by M.W.P., whether in the ground or attached to the premises, shall remain with M.W.P., and M.W.P. shall have the right to withdraw the casing from the well and materials from the premises until such time as full payment is received by M.W.P. Estm: Labor 5hr \$ 1,200
- Well Sealing \$ _____
10. Interest rate of 1 1/3 percent per month will be charged on all money not paid when due. Complete Package Total \$ 19,775
11. A charge of 60 feet minimum.

- OTHERS:** 1.) Pack sand \$20.00 per bag.
 2.) \$65.00 to Minnesota Department of Health (sealing permit)
 3.) Fuel charge will be added

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of

_____ dollars (\$_____)

Payment to be made as follows:

50% down and the remainder at completion of job. Unless other arrangements have been made.

Note: 1. Costs on items 4 & 5 may vary. This estimate is based upon average circumstances, including but not limited to: Item 4 assumes the well is drilled 10-15 from basement and pipe brought in and up just inside wall. Item 5 may vary with changes in well depth, pump size and tank size.
 2. The above figures do not include electrical work, permits or inside plumbing.

Authorized Signature Mark Swader

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Signature _____

Signature _____

Acceptance of Proposal - the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____

October 1, 2024

Mr. Nick Arola, City Services Director
City of Hibbing
City Hall
401 East 21st Street
Hibbing, MN 55746

**Re: Bid Award Recommendation
Carey Lake Campground – Clearing and Grubbing Project (Barr Project No. 23692742.01)**

Dear Mr. Arola:

On Tuesday, October 1st, 2024, three (3) bids were received via on-email submittal for the Clearing and Grubbing project at Carey Lake Park for the new Campground area. The bids received are summarized as follows. A tabulation of the bid is also attached.

George Bougalis and Sons Co. (Apparent Low Bidder)

3402 15th Ave E.
Hibbing MN, 55746

Contractor's Bid = \$68,617.50

Bougalis, Inc.
800 Greyhound Blvd.
Hibbing, MN 55746

Contractor's Bid = \$154,520.00

Ulland Brothers
3613 Martin Road
Duluth, MN 55803

Contractor's Bid = \$205,837.50¹

George Bougalis and Sons Co. was the apparent low bidder with a complete submitted bid of \$68,617.50 (US Dollars). Ulland Brothers was the apparent high bidder with a complete submitted bid of \$205,837.50 (+\$137,220.00 over apparent low bid).

Barr recommends that the City of Hibbing award the bid to George Bougalis and Sons Co. for the full bid amount of \$68,617.50.

If you have any questions, please contact me at ptokarczyk@barr.com or 218.262.8626.

¹ Bid reflects recalculation based on unit prices for engineer's estimate of quantities provided in the bid tab.

Best Regards,

A handwritten signature in black ink, appearing to read "Paul Tokarczyk". The signature is fluid and cursive, with a long horizontal stroke at the end.

Paul Tokarczyk, PE

Enclosure: Bid Tabulation

BID TABULATION

CAREY LAKE CAMPGROUND: CLEARING & GRUBBING PROJECT
OWNER: City of Hibbing
BID OPENING: 10/01/2024 10:00 AM CDT
REVIEW PREPARED BY: Barr Engineering, 10/01/2024

Line Item	Item Description	Units	Quantity	BIDDING CONTRACTOR 1		BIDDING CONTRACTOR 2		BIDDING CONTRACTOR 3	
				George Bougallis and Sons Co.	Extension	Bougallis Inc.	Extension	Ulland Bros.	Extension
1	CLEARING AND GRUBBING	AC	10.2	\$4,160.00	\$42,432.00	\$11,000.00	\$112,200.00	\$11,768.01	\$120,033.70
2	TREE PROTECTION FENCING	LF	5,290	\$4.95	\$26,185.50	\$8.00	\$42,320.00	\$16.22	\$85,803.80
BASE BID TOTAL				\$68,617.50		\$154,520.00		\$205,837.50	

ALL ADDITIONAL REQUIRED BID DOCUMENTS PROVIDED?	YES	YES	YES
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BLOCK PARTY APPLICATION

BLOCK PARTY INFORMATION

Date & Day of Event: MONDAY OCTOBER 14TH, 2024

Name of Event: CAMPUS LIFE BLOCK PARTY

Location: 2012 7TH AVE E 55746
Street Number Street/Avenue Name Zip Code

Estimated Attendance: 100

Hours: From: 2:30 AM/PM To: 6:00 AM/PM
Please Circle Please Circle

ORGANIZER(S) INFORMATION

Name: Jake Grass - Mesabi Range Youth for Christ

Address: P.O. Box 474 Virginia, MN 55792
Street Number Street Name Zip Code

Phone Numbers (Please include area codes)

Home: (651) 249-6583 Cell: (651) 249-6583 Work: (651) 249-6583

E-mail Address: jake@mesabirangeyfc.org

Name: _____

Address: _____
Street Number Street Name Zip Code

Phone Numbers (Please include area codes)

Home: (____) _____ Cell: (____) _____ Work: (____) _____

E-mail Address: _____

DESCRIPTION OF THE EVENT (i.e., neighborhood party or birthday party, etc).
What activities are planned? Be as specific as possible.

Campus Life Block Party. Free community event for students in grades 6-12. Games, music, and fellowship to build authentic relationships within the youth of the Iron Range.

REQUIRED APPROVALS

Hibbing Police & Fire Department: The Police/Fire Departments must approve any street closures. You can contact them at 218.263.3601 or 218.262.6161. Please allow 2 weeks for a sign off. They are located at 1810 12th Avenue East Hibbing, MN 55746 or 2320 Brooklyn Drive, Hibbing, MN 55746.

*** A site diagram must be provided depicting the street closures, location of the barricades and location of the activities.

PLACEMENT OF SAFETY EQUIPMENT

Safety equipment must be positioned at the specific location(s) and time(s) stated in the Block Party Application. The equipment must be removed as soon as possible following the block party. Commercial barricades must be used to close the roadway. After dark, the barricades must have flashing amber caution lights securely attached.

*** Arrange for appropriate traffic safety equipment is a requirement that must be satisfied before a Block Party Permit will be issued. If the necessary safety equipment is not in place during the event, your permit may be revoked.

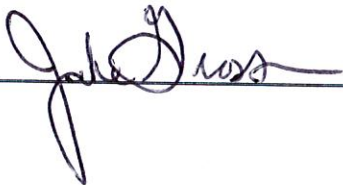
If you have any questions regarding safety requirements, please contact the Hibbing Police Department at 218.263.3601.

ADDITIONAL REQUIREMENTS

It is the responsibility of the **Event Organizer** to insure proper cleaning of the area after the event. The applicant shall be liable for payment of the cost of any and all expenses necessary to clean or clear the area.

Violation of the provisions of this permit shall result in the summary revocation of the permit.

Under the penalty of criminal prosecution, I certify that the information contained in this application, signatures, addresses and phone numbers of each person who is listed on this form are correct.

Event Organizer:  Date: 9/27/2024

RESIDENT PETITION

All businesses or residential property owners or lessees within the road closure shall give their acknowledgement in writing to the person or organization seeking the permit. The signature, address, phone number and approval/disapproval of each person who is either a property owner or lessee within the requested barricaded area must appear below.

→ All residents have alley access to their properties by vehicle.

[illegible]

HOWARD STREET

RUDY'S

ALLEY

↑ - - - ↓
CLOSED

ALLEY

THE
HAVEN
2012 7TH AVE E

7TH AVE EAST

ALLEY

↑ CLOSED ↓
- - -

EAST 21ST STREET

City of Hibbing
SPECIAL EVENT Permit Application

☒ **All applications for Special Events** to be held within the City of Hibbing shall be reviewed by the City departments that will be involved during the operation of the Event. Prior to review, all application information must be completed. After Department Review, the applications will be submitted to the City Council for final approval.

☒ **Deadlines:** Applications must be submitted 60 days prior to the event.

☒ RETURN APPLICATION to the City Hall Council Office

DATE RECEIVED BY COUNCIL OFFICE: _____

Name/Description of Event:	STEM Showcase
Date of Event:	October 4, 2024
Location of Event:	Memorial Building
Organizer:	Krissy Warwas
Organizer Contact Information:	Home Phone: _____ Work Phone: _____ Cell Phone: (218)969-3909

☒ **Department Review.** If applicable and where noted in the application form, the event organizer will also need to contact City department heads

DEPARTMENT		CONTACT #
Hibbing Police Dept.	Police Chief Steve Estey	218-262-0285
Fire Department	Fire Marshal Rossi Gangl	218-421-3942
Sanitation Dept.	John Sporer/John Yuretich	218-362-5991
Public Works Dept.	John Sporer/John Yuretich	218-362-5991
City Services	Nick Arola	218-362-5951

City of Hibbing

SPECIAL EVENT PERMIT APPLICATION

☐ Applications MUST BE FILLED OUT COMPLETELY & ALL NECESSARY REQUIREMENTS ATTACHED

LOCATION OF EVENT: Memorial Building

TITLE, PURPOSE, AND BRIEF DESCRIPTION OF EVENT:

STEM Showcase, put on by the Range Engineering Council in partnership with local industry and colleges. Showcase science, technology, engineering and math to area 6th grade students and the public.

Date of Event: October 6, 2023

Refer media or citizen inquires to:

Krissy Warwas Telephone: (218)969-3909

APPLICANT AUTHORIZATION:

Attach a written communication from the organization(s) in whose name the event will be advertised which authorizes you, the applicant, to apply for this special event permit on its or their behalf.

Applicants Name & Title: **Krissy Warwas - Event Coordinator**

Address:

Mailing Address: **5235 Hwy 25, Mountain Iron, MN 55768**

Affiliation: **Range Engineering Council**

Telephone: (day) (218)969-3909 (evening) _____

EVENT PRINCIPALS:

On the next sheet, please list names, addresses, and telephone numbers of all the principals involved in any way in the proposed special event. Include professional event organizers, event promoters, financial underwriters, commercial sponsors, charitable agencies for whose benefit the event is being produced, the organizations in whose name the event is being advertised, and all other administratively, financially, or organizationally involved as principals in the production of the proposed special event. Make additional copies of the next sheet as needed to include all the principals involved in the proposed special event.

Name:		
Organization/Business/Agency/Affiliation:		
Mailing Address:		
Daytime Phone:	Evening Phone:	Other:
Title and Functional Responsibility with Regard to the Event:		
Will this person have authority to cancel or greatly modify event plans? ☒ Yes ☐ No		
Will this person be present at the event area or areas and in charge of the event at all times ☐ Yes ☒ No		

Name:		
Organization/Business/Agency/Affiliation:		
Mailing Address:		
Daytime Phone:	Evening Phone:	Other:
Title and Functional Responsibility with Regard to the Event: Board Member		
Will this person have authority to cancel or greatly modify event plans? ☒ Yes ☐ No		
Will this person be present at the event area or areas and in charge of the event at all times ☐ Yes ☒ No		

Name: Krissy Warwas		
Organization/Business/Agency/Affiliation: Range Engineering Council		
Mailing Address:		
Daytime Phone: (218)969-3909	Evening Phone:	Other:
Title and Functional Responsibility with Regard to the Event: Event Coordinator		
Will this person have authority to cancel or greatly modify event plans? ☒ Yes ☐ No		
Will this person be present at the event area or areas and in charge of the event at all times ☒ Yes ☐ No		

REQUESTED EVENT COMPONENTS:
REQUESTED DAY AND DATE <i>(first choice):</i> October 4, 2024
Alternate days and dates: • _____ • _____ • _____
REQUESTED HOURS OF OPERATION: From: <u>9am</u> a.m. / p.m. To <u>4pm</u> a.m. / p.m.
SET UP beginning Day and Date **Indicate the time at which any unit of an event will begin to assemble at such area Day: <u>October 3, 2024</u> Time: <u>12pm</u> a.m. / p.m.
Describe the number and type of animals to be used in the Event ☒ Not Applicable **If the event is a Circus, Carnival, Menagerie, or Like Exhibition: The license fee payable to the City of Hibbing is \$60.00 for the first day and \$12.00 for each additional day. ☐ If applicable, license fee to be included when submitting the application See City Code Chapter 6, Section 6.23 for additional information.
Attach a Draft of the Entry Form for Participants / Spectators ☐ Attached
Anticipated number of Participants: <u>100</u> Spectators: <u>2,000</u>
**INSURANCE
☒ Attach to this application either an Insurance policy or a certificate of insurance including the policy number, amount, and the provision that the City of Hibbing is included as an additional insured.

SANITATION:

- ☐ Attach your “Plan for Clean-Up / Material Preservation”.
- ☐ Include number, type and location of trash containers to be provided for the event.
- ☐ Indicate who and how many will be responsible for emptying and cleaning up around containers during the event.
- ☐ Indicate who and how many will be responsible for cleaning up after animals if they are used in the event.
- ☐ Indicate who and how many will be responsible for cleaning up the event after the event.
- ☐ Described the number, type and location of portable toilets to be provided for the event (or permanent toilets to be used for the event).
- ☐ Include any other plan you have for ensuring post-event cleanliness and material preservation of city facilities, equipment, premises and streets.

MAP (Noting the following items):

Check off below items that apply to your event.

Indicate these items on attached separate maps. Use, where necessary, a to-scale drawing.

- ☐ If a route is involved, the beginning area, the route (indicate directions with arrows), and the finished area;
- ☐ If a route is involved, the places where buses or trains need to be considered;
- ☐ If a route is involved, it will expedite approval of your event if you attach separate maps giving two or three alternate routes;
- ☐ **Indicate if Roads and/or Sidewalks will be Closed**
The applicant will be required to explain how motorists and business owners and residents will be notified in advance of the event.
- ☐ Barricades, cones, safety, portable parking signs (note location - *provided by Public Works*)
- ☐ If a relay is involved, indicate hand-off points;
- ☐ Entertainment or stage locations (grandstand operators should provide you with a to-scale drawing;
- ☐ Alcoholic beverage concession areas; **location must be specified**
- ☐ Non-alcoholic concession areas;
- ☐ Food concession areas;
- ☐ General merchandise concession areas;
- ☐ Portable toilet facilities (indicate number);
- ☐ First aid facilities;
- ☐ Event participant and/or spectator parking areas;
- ☐ Event organizers command post;
- ☐ Fireworks or pyrotechnics site; (**Must contact Fire Marshal**)
- ☐ Vehicle fuel handling site;
- ☐ Cooking areas;
- ☐ Tables, enclosures, etc.;

☐ Temporary or permanent structures constructed for the event;	
☐ Site of electrical wiring to be installed for the event;	
☐ Trash containers (indicate number): _____	
☐ Other. Please describe:	
AVAILABILITY OF FOOD, BEVERAGES AND/OR ENTERTAINMENT	
ENTERTAINMENT:	If there will be music, sound amplification or any other noise impact, please describe, <u>including the intended hours</u> of the music, sound or noise.
	If a casino party, a dance or live entertainment is a part of your event, please describe:
	Please describe all of the activities of your event for which a license is required, for example, a cabaret license, a caterer's license, a general merchandise concession license, peddler or transient merchant license, etc. (<i>attach to this application all required licenses</i>)
ALCOHOL:	Alcoholic Beverages to be served? ☐ Yes ☒ No
	Temporary Liquor License Applied For?
	BEER ☐ Yes ☐ No
	COMMUNITY FESTIVAL LICENSE ☐ Yes ☐ No
	TEMPORARY ON SALE ☐ Yes ☐ No
	Organization Applying for License for Alcoholic Beverages:
	Describe what system will be used to ensure that alcoholic beverages will be consumed only by those persons 21 years and older.
	Describe how, where, when and by whom the alcoholic beverages will be served.
	List of people who will be selling the alcohol:
	Have they attended server training? ☐ Yes ☐ No

FOOD:	Food and/or non-alcoholic beverages to be served? ☐ Yes ☐ No
	Describe sanitation measures, food handling procedures and the nature of the food (such as pre-packaged foods, hot dogs, pre-mixed sodas, unpeeled fruit, raw meats, vegetables, fish or peeled and cut fruits).
	A health permit may be required from either the State of MN or St. Louis County. ☐ Attach a copy of your health permit to this application.
	If you intend to <u>cook</u> food in the event area, describe your area layout, including fuel or If electrical sources to be used.

SECURITY AND SAFETY PROCEDURES:
The Hibbing Police Department will determine the minimum number of private security guards and police officers required to adequately staff your event. If the prescribed number of private security guards is not provided or proves inadequate, the Hibbing Police Department maintains the right to shut down any or all components of the event and/or to provide additional police services that may be billed directly to the host organization.
Describe your proposed procedures for set-up operation, internal security and crowd control. Set-up will be same as past years. Set-up day before the event and tear down after the event.
If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators coming to and leaving the event. N/A
If your event includes vehicles or animals, describe the minimum and maximum speeds of the event and the minimum and maximum intervals of space to be maintained between units. N/A
☐ Attach to this application a copy of your building permit (or permits) if you are installing any electrical wiring on a temporary or permanent basis and/or if you are building any temporary or permanent structures such as bleachers, scaffolding, a grandstand, reviewing stands, stages or platforms.

☐ Attach a copy of your fire department permit or permits to this application if you will use parade floats; an open flame; fireworks or pyrotechnics; vehicle fuels; cooking facilities; enclosures (and tables within those enclosures), tents, air-supported structures, canopies, or any fabric shelters.

Give names, address and phone numbers of the agency or agencies which will provide first aid staff and equipment. Attach additional sheets if necessary.

Name of Agency: Biwabik Fire
 Name of Representative: Moe Benda
 Address: _____
 Phone Numbers: _____

Indicate medical services that will provided for the event.

Medical Service

How Provided:

- ☐ Ambulance Biwabik Fire Dept will have Moe Benda there throughout the show to offer first aid.
☐ Doctors
☐ Nurses
☒ Paramedics

HIBBING FIRE DEPARTMENT REQUIREMENTS

In accordance with Minnesota State Fire Code Section 403.1 the Fire Marshal shall evaluate the need for requiring fire personnel to be in attendance of a public assembly for the following reasons: keep diligent watch for fires, obstruction to means of egress and other hazards and shall take prompt measures for remediation of hazards. The Hibbing Fire Marshal maintains the right to require fire service personnel to staff special events that are construed as a potential hazard to the public safety. These additional services may be billed directly to the host.

In accordance with Minnesota State Fire Code Section 403.2; for an indoor special permit public assembly, the Fire Marshal shall receive a floor plan with dimensions of the floor, seating, and exit widths. A total number of participants shall be submitted in order to evaluate the occupancy load and safe egress out of the building. The Fire Marshal shall assign an occupancy load for the event which shall be adhered to. All event floor plan layouts must be approved by the Fire Marshal and all special permit public events are subject to inspection by the Fire Marshal the day of the event. The Fire Marshal and/or designee reserves the right, under MN State Fire code, to stop and/or remedy any unsafe actions up to and including the cancelling of the event.

VENDORS OR CONCESSIONAIRES:

Describe what vendors or concessionaires you will allow in conjunction with the event and the purpose or purposes of these concessions.

Describe how you intend to regulate, monitor and control the type, number and quality of vendors/concessionaires who you may permit to operate in conjunction with the event.

MITIGATION OF THE IMPACT ON OTHERS:

Describe how you intend to mitigate the impact of the special event on businesses, churches, neighbors, motorists, mass transit users and others. Attach additional sheets, if necessary entitled "Mitigation of the Impact of Others."

OTHER PERTINENT INFORMATION:

**HIBBING MEMORIAL BUILDING
FACILITY RENTAL AGREEMENT**

Meeting Planner and Convention Guide

Please use this worksheet as a guide and reference list in planning your next meeting or event at the Hibbing Memorial Facility.

Lessee Name: Fran Range STEM Showcase

Company/Organization Name _____

Lessee Address _____

State _____ Zip _____

Contact Phone Number: _____

Email Address: _____

Event Name: _____

Type of Event and Brief Description: _____

Special Event Permit -- City Hall: ~~no~~ yes - attached

Start time: _____ End Time: _____

Estimated # of Guests _____

Total \$ 1,234.81

Cost \$800⁰⁰ - set-up \$350⁰⁰

plus tax unless tax exempt

LOCATION - Room Rental/Facility: X Arena

____ Labor Quarters

____ Dining

Room

____ 1/2 Dining Room

____ Canteen

____ Little Theater

____ Serviceman's Quarters

Tables and Chairs: _____ Round (only in Dining Room) _____ Rectangle

Describe and/or draw your desired seating arrangements:

Chairs: _____

How Many People: _____

Set-up Style:

____ Classroom

____ Theater Style

____ Banquet Style

____ Hollow Square Style

____ U-Shape Style

Standard Audio-Visual Equipment:

_____ Podium _____ Microphone _____ TV _____ Internet -- **hibwifi123!**

Catering Service: YES/NO **Vendor Name** _____

Alcohol Sales: YES/NO **Vendor Name** _____

RENTAL TERMS & CONDITIONS:

The Hibbing Memorial Arena of the City of Hibbing, whose address is 400 E 23rd St Hibbing, MN 55746 (hereinafter "**City of Hibbing**") and applicant, whose name and address is noted above (hereinafter "**Lessee**") in consideration of the terms set forth herein, hereby agree to the following:

1. The City of Hibbing will make available for the exclusive use of the agreed upon rented space as selected above in Facility Rental Agreement (hereinafter referred to as "Facility") by Lessee at the time and place agreed upon in accordance with the terms herein and the attached Invoice(s).
2. Lessee shall not sublease nor assign the Facility.
3. Lessee shall comply with all applicable rules and policies of the City of Hibbing and any special rules posted in the Facility.
4. Lessee hereby agrees to provide proper adult supervision to ensure the protection of persons and property. The Lessee shall restrict all participants to authorized areas only. If the Facility is rented for a youth activity, there shall be at all times one adult, 18 years or older, present in the Facility and dedicated to supervising.
5. In the event it shall become necessary for the City of Hibbing to enforce any or all of the terms, covenants, and conditions of this agreement, the Lessee agrees to pay all expenses incurred by the City of Hibbing to enforce this agreement, including but not limited to, reasonable attorney's fees, court costs, and disbursements.
6. Lessee acknowledges that hockey, ice skating, and other ice related activities are all athletic activities that involve inherent risks such as risk of accident, property damage, bodily injury, serious bodily injury, and death. Lessee acknowledges that the City of Hibbing is the owner of the Facility and that Lessee hereby releases, waives, discharges, and covenants to not sue the City of Hibbing, their officers, agents, employees, directors, volunteers, partners, sponsors, assignees, or legal representatives from any and all liability, claims, demands, actions, and causes of action whatsoever arising from, or related to, Lessee's use of the Facility and surrounding areas. Further, Lessee agrees, at Lessee's sole expense, to defend, indemnify, and hold harmless the City of Hibbing from and against any and all accidents, injuries, liability, claims, attorney's fees, costs and expenses related to any act, error, omission, or negligence of Lessee arising from, or related to, Lessee's use of the Facility.
7. Lessee voluntarily assumes full responsibility for any risk of injury, property damage, death, and other risks arising from, or related to, Lessee's use of the Facility, whether caused by the negligence of the City of Hibbing, their officers, agents, employees, directors, volunteers, partners, sponsors, assignees, legal representatives, or otherwise. In the case of a large special event, City of Hibbing may require, at City of Hibbing's sole discretion, Lessee to obtain Commercial General Liability

- insurance with a minimum of \$1,000,000 per occurrence and \$2,000,000 aggregate, Lessee shall name City of Hibbing as an additional insured, Lessee shall obtain from its insurer a waiver of subrogation in favor of the City of Hibbing and provide a Certificate of Insurance to City of Hibbing prior to use.
8. The Facility shall be left in a clean and orderly manner. Lessee shall pay a charge for custodial services, at a rate of \$100.00/hour if it is necessary for the City of Hibbing personnel to clean up after Lessee's use period.
 9. Lessee shall be liable to the City of Hibbing for payment in full of the cost of replacement and/or repair of any Facility personal property or real property which is damaged as a result of Lessee, Lessee's employees, or guests use of the Facility, except ordinary wear and tear.
 10. Lessee may not sell or authorize the sale of food, concession, or merchandise items without prior written approval of the City of Hibbing. Use or consumption of alcoholic beverages is prohibited unless approved by the City of Hibbing and all proper permits and/or licensing is obtained by Lessee and submitted to City of Hibbing in writing prior to the use period.
 11. Lessee is entitled to the use of the rented Facility only, unless other facilities or services have been approved, prior to Lessee's use period, in writing with the City of Hibbing.
 12. Rental fees shall be paid in full at the time of application unless prior written arrangements or alternative payment plans have been approved in writing with the City of Hibbing.
 13. The City of Hibbing reserves the right to make spot checks on all events being held in the Facility. The City of Hibbing reserves the right to refuse or cancel any rental application that is contrary to public safety and welfare or the City of Hibbing ordinances and policies, at City of Hibbing's sole discretion.
 14. Lessee acknowledges and understands that with each new rental use period that Lessee rents a Facility from the City of Hibbing, Lessee shall be issued a new and separate Invoice by the City of Hibbing. Each time Lessee rents the Facility from the City of Hibbing, Lessee agrees to be bound by the terms and agreements as set forth herein. Lessee acknowledges that the City of Hibbing will not obtain new signatures from Lessee for each additional use period on the Ice Facility Rental Agreement for each additional use. Lessee agrees to be bound by the terms and agreements set forth herein until City of Hibbing requires Lessee to execute a new Ice Facility Rental Agreement.
 15. The Lessee agrees to end rental session at the scheduled time on the day of rental.
 16. INGRESS/EGRESS: If applicable to the particular facility and usage, Lessee will permit no chairs, movable seats, or other obstructions to be or remain in the entrances, exits, or passage ways of the facility, and will keep all such areas clear at all times. No portion of any sidewalks, entries, passage, vestibules, halls, or ways of access to public utilities of the facility shall be obstructed by Lessee or used for any purpose other than for ingress and egress to and from the premises. The doors, stairways or openings that reflect or admit light into any place in the facility, including hallways, corridors and passageways shall not be obstructed by Lessee without prior written approval of the Director of City Services.

17. GAMING/GAMBLING: All gaming/gambling activities are subject to Minnesota State Gaming Control Board and regulations and licensing procedures. It is the responsibility of the Lessee to secure any necessary licenses for any gaming/gambling activities.

18. ALCOHOL: Alcohol in City of Hibbing premises is prohibited without pre-approval in writing from City of Hibbing and must follow State of Minnesota laws and requirements.

19. SIGNAGE AND DÉCOR: No signage and décor will be affixed to Lessor's facilities with nails, screws, staple guns, or adhesives. All banners, signs, and decorations can only be mounted, hung, or attached in such a way as to not cause any residual damage and must be removed immediately following the event. If any repairs need to be made to the facility as a result of Lessee's noncompliance to this term, Lessee shall pay Lessor for any such damage, repairs, or replacements upon demand by Lessor.

20. SMOKING: Smoking is prohibited in Lessor's Facility.

21. INCIDENTS: Following an incident or accident, an Incident Report must be filed with City of Hibbing within 48 hours of the occurrence. An Incident Report is required for personal injury or any loss or damage to City property.

22. MUSIC: The Lessee is solely responsible for obtaining and paying for any copyright authorization/licenses to utilize copyrighted live or recorded music, dramatic, or other works in Lessor's facilities.

23. Cancellation and refunds:

a. The City of Hibbing reserves the right to cancel this agreement and withdraw the permission hereby granted for just cause or failure to comply with any of the above terms and conditions. In such cases, the Lessee will, upon request, immediately remove all persons and equipment they have from the Facility. There will be no refund.

b. Under certain weather conditions, the City of Hibbing, at the sole discretion of City of Hibbing City Administrator or any other authorized City of Hibbing agent or employee, may declare Facility conditions unsafe or unacceptable. The City of Hibbing reserves the right to cancel any event due to special circumstances, scheduling conflicts, and/or program requirements. When events are cancelled due to special circumstances, scheduling conflicts, and/or program requirements, the City of Hibbing will make every effort to reschedule at a time convenient to the Lessee. In the situation where the event cannot be rescheduled, a refund will be processed.

c. In the event the Lessee finds it necessary to cancel any of the rental periods for the Facility, for which it has contracted, the Lessee shall give the City of Hibbing fourteen (14) days prior notice, if the rental fee is less than a \$1,000.00 rental. If the rental fee is \$1,000.01 or more, Lessee shall give the City of Hibbing thirty (30) days prior written notice of Lessee's intent to cancel. In the event the City of Hibbing sells the cancelled contracted time to another party, then the Lessee will no longer be liable for the charge on the cancelled contracted time. If the Facility is not reserved by a new Lessee, Lessee shall pay for the contracted time at the specified rental rate in the attached Invoice.

24. Lessee hereby declares under penalty of perjury that Lessee is eighteen (18) years of age or older.

25. Lessee hereby understands that by typing in Lessee's name in the box below that Lessee is providing an electronic signature and Lessee's intent is to be bound by the terms, agreements, and covenants as set forth herein by typing in Lessee's name below. Lessee declares under penalty of perjury that Lessee's true and correct name is typed below in the space provided as Lessee's electronic signature.

Lessee has reviewed and agrees to adhere to all policies, rules, and regulations of the City of Hibbing. Lessee agrees to the terms on this Facility Rental Agreement.

CITY OF HIBBING

APPLICANT (LESSEE)

By: _____

By: 

Printed Named: Nick Arola

Printed Name: Krissy Warwas

Its: Director of City Services

Terri Anderson

From: Iron Range STEM Showcase <irstemshowcase@gmail.com>
Sent: Monday, April 22, 2024 10:14 AM
To: Terri Anderson
Subject: STEM Showcase - October 4th

Hey Terri,

We are looking at October 4th for the 2024 STEM Showcase. Does that work for the arena?

Take care,

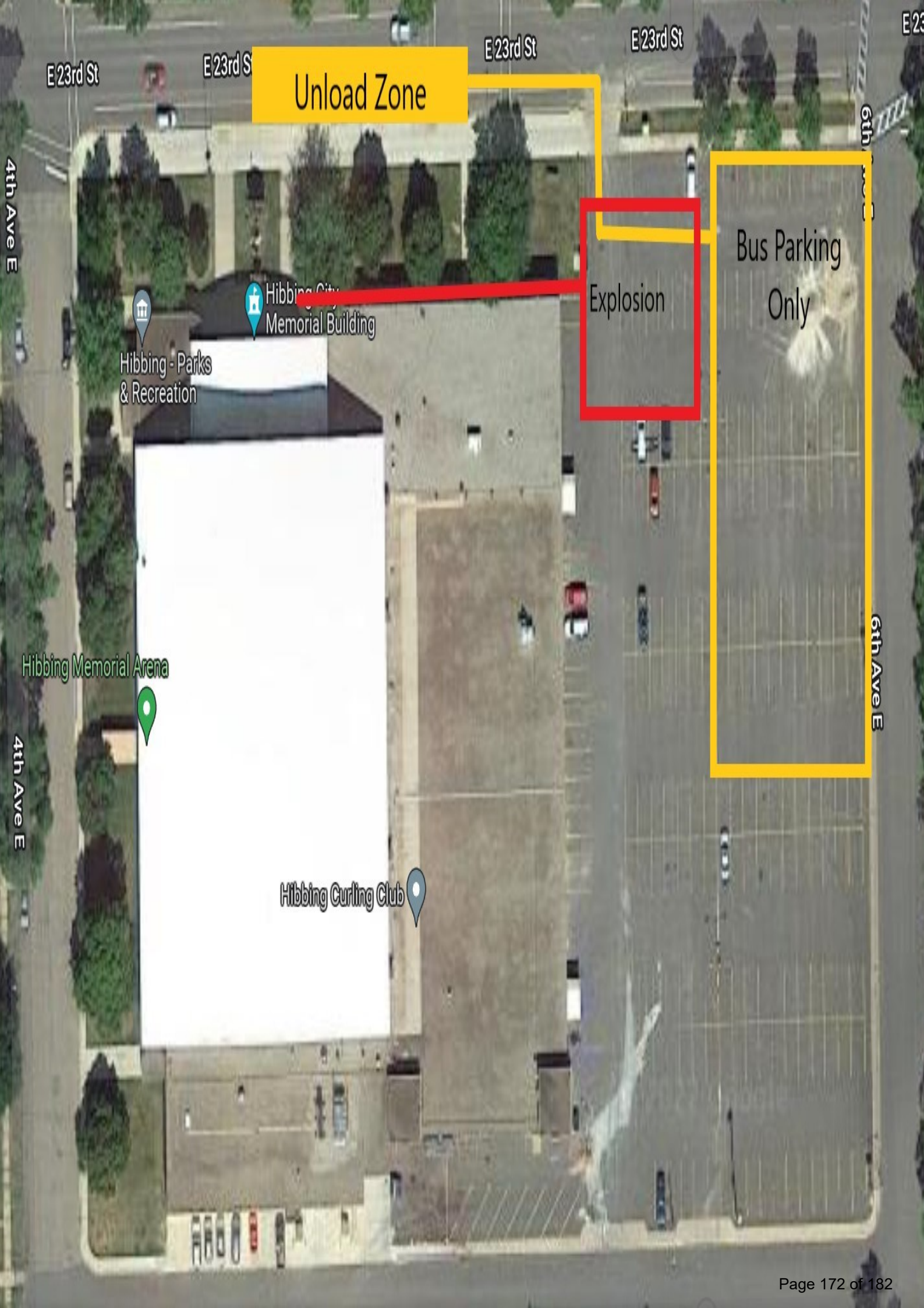
--

Krissy Warwas

STEM Showcase Coordinator

(218) 969-3909

irstemshowcase@gmail.com



Unload Zone

Explosion

Bus Parking
Only



RAFFLE REQUEST

Excluded raffle = Total Prizes awarded \$1,500 per year or less
Exempt raffle = Total Annual prizes over \$1,500 and under \$50,000 requires Minnesota form LG220

RAFFLE REGISTRATION FEE

\$15.00 Payable to the City of Hibbing

ORGANIZATION INFORMATION

Name of Organization:	Hibbing Tourist Center Senior Citizens, Inc.	
Type of Organization:	Non-Profit 501(c)3	
Mailing Address:	1202 East Howard St	
City, State, Zip	Hibbing, MN 55746	
Contact Person:	Tammy L Estes	Daytime Phone Number: 218-262-4166
Have you conducted other raffles this year	no	If YES, What is the total amount of prizes this year, including this Raffle

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted:
1202 East Howard St, Hibbing, MN 55746
Dates of Activity:
October 1, 2024 through November 30, 2024
Check Box or Boxes that Indicate the Type of Gambling Activity:
☒ Raffle ☐ Other _____
Price Per Ticket:
\$50 limited to 200 tickets
Total value of prizes to be awarded:
\$5000 excluded raffle/1 allowed per calendar year for non-profits per MN Gambling Board
Types of Prizes:
Grand Prize: \$3000; 2nd prize: \$1000; 3rd prize: \$300, 4th-10th prize: \$100/each

In signing this request, I attest that I represent the above named Non-Profit organization and it meets all requirements of the State of Minnesota to qualify to conduct lawful gambling and proof of non-profit status is available upon request.

Tammy L Estes

Organization Representative

09/30/2024

Date

☐ Registered as Excluded Raffle

☐ Send to Council for Approval

2470-01

Excluded Raffles for Non-Profit 501(c)(3)

8 messages

Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>

Wed, Aug 7, 2024 at 10:15 AM

To: Jessie.Stuntebeck@state.mn.us, Joanna.Yang-Lo@state.mn.us

Good morning,

I am hoping you can assist me with a question regarding the Excluded Raffles for nonprofit organizations. We do hold a (501)(c)(3) status, and we have applied for the LG240B license for Bingo for 2024, however, it appears that we are eligible to conduct an excluded raffle without a permit from the Gambling Control Board when the total value of "multiple" raffles does not exceed \$1500 for the calendar year. Where my question comes in is the "OR" portion where we could conduct "1" raffle event where the value of all prizes awarded doesn't exceed \$5K and can only be used once per calendar year.

The City of Hibbing states they can approve the \$1500 excluded raffle, but would have to reach out to the State regarding the \$5K. Is this an option and do we need a permit from the Gambling Board for this? For 2025 we will apply for the LG220 license, but for this year besides 3 more Bingo's I am researching what other fundraisers, such as this excluded raffle, that we can do.

Thank you in advance for your time and assistance, it is greatly appreciated.

*Additional Information for Nonprofit Organizations Seeking to Conduct a Raffle***Excluded Raffles**

A nonprofit organization that does not hold IRS (501)(c)(3) tax exempt status may conduct raffles without a permit from the Gambling Control Board when, for the calendar year, the total value of ALL prizes awarded for multiple raffles does not exceed \$1,500 for the calendar year.

A nonprofit organization that does hold IRS (501)(c)(3) tax exempt status may conduct raffles without a permit from the Gambling Control Board when, for the calendar year:

- the total value of ALL prizes awarded for **multiple raffles** does not exceed \$1,500 for the calendar year;*

OR

- the total value of all prizes awarded for **ONE raffle** does not exceed \$5,000. The number of raffle events is ONE per calendar year under this provision.*

Any registered nonprofit organization may choose to do multiple small raffles, not to exceed \$1,500 in prizes per calendar year, without a Gambling Control Board-issued permit.

Sincerely,



Tammy L. Estes

Hibbing Tourist Center Senior Citizens

DIRECTOR

hibbingtouristseniorcenter@gmail.com

Office: (218) 262-4166

1202 E Howard St.

Hibbing, MN 55746

Serving Tourists, Seniors & the Community! Ethnic foods & shopping

Yang-Lo, Joanna (GCB) <Joanna.Yang-Lo@state.mn.us>

Thu, Aug 8, 2024 at 11:42 AM

To: Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>, "Stuntebeck, Jessie (GCB)" <jessie.stuntebeck@state.mn.us>

Hi Tammy,

You are correct, it's either multiple raffles cannot exceed \$1,500 or \$5,000 for 1 raffle for the year.

Thanks,

Joanna Yang-Lo

Licensing Specialist | Regulation

Minnesota Gambling Control Board

1711 West County Road B

Suite 300 South

Roseville, MN 55113

Main: 651-539-1900

Direct: 651-359-4623

www.mn.gov/gcb



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From: Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>

Sent: Wednesday, August 7, 2024 10:16 AM

To: Stuntebeck, Jessie (GCB) <jessie.stuntebeck@state.mn.us>; Yang-Lo, Joanna (GCB) <Joanna.Yang-Lo@state.mn.us>

Subject: Excluded Raffles for Non-Profit 501(c)(3)

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Good morning,

I am hoping you can assist me with a question regarding the Excluded Raffles for nonprofit organizations. We do hold a (501)(c)(3) status, and we have applied for the LG240B license for Bingo for 2024, however, it appears that we are eligible to conduct an excluded raffle without a permit from the Gambling Control Board when the total value of "multiple" raffles does not exceed \$1500 for the calendar year. Where my question comes in is the "OR" portion where we could conduct "1" raffle event where the value of all prizes awarded doesn't exceed \$5K and can only be used once per calendar year.

The City of Hibbing states they can approve the \$1500 excluded raffle, but would have to reach out to the State regarding the \$5K. Is this an option and do we need a permit from the Gambling Board for this? For 2025 we will apply for the LG220 license, but for this year besides 3 more Bingo's I am researching what other fundraisers, such as this excluded raffle, that we can do.

Thank you in advance for your time and assistance, it is greatly appreciated.

Additional Information for Nonprofit Organizations Seeking to Conduct a Raffle

Excluded Raffles

A nonprofit organization that does not hold IRS (501)(c)(3) tax exempt status may conduct raffles without a permit from the Gambling Control Board when, for the calendar year, the total value of ALL prizes awarded for multiple raffles does not exceed \$1,500 for the calendar year.

A nonprofit organization that does hold IRS (501)(c)(3) tax exempt status may conduct raffles without a permit from the Gambling Control Board when, for the calendar year:

- the total value of ALL prizes awarded for **multiple raffles** does not exceed \$1,500 for the calendar year;*

- the total value of all prizes awarded for **ONE raffle** does not exceed \$5,000. The number of raffle events is ONE per calendar year under this provision.

Any registered nonprofit organization may choose to do multiple small raffles, not to exceed \$1,500 in prizes per calendar year, without a Gambling Control Board-issued permit.

Sincerely,

Tammy L. Estes

Hibbing Tourist Center Senior Citizens

DIRECTOR

hibbingtouristseniorcenter@gmail.com

Office: (218) 262-4166

1202 E Howard St.

Hibbing, MN 55746

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Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>

Thu, Aug 8, 2024 at 11:46 AM

To: "Yang-Lo, Joanna (GCB)" <Joanna.Yang-Lo@state.mn.us>

Cc: "Stuntebeck, Jessie (GCB)" <jessie.stuntebeck@state.mn.us>, Candie Seppala <CandieSeppala@hibbingmn.gov>

Joanna and Jessice,

Thank you so much for the clarification. Do I need to apply for any special permit, etc. in order to do this, any certain form?

I am also including Candie, from the City of Hibbing, so that we both will be aware of what we need to complete and/or any fee, etc. that needs to be done.

Thank you again for the feedback, I greatly appreciate it.

Sincerely,



Tammy L. Estes

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Hibbing, MN 55746

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Yang-Lo, Joanna (GCB) <Joanna.Yang-Lo@state.mn.us>

Thu, Aug 8, 2024 at 11:47 AM

To: Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>

Cc: "Stuntebeck, Jessie (GCB)" <jessie.stuntebeck@state.mn.us>, Candie Seppala <CandieSeppala@hibbingmn.gov>

Hi Tammy,

A permit is not required per the limits I previously listed. Let me know if you have additional questions.

Thanks,

Joanna Yang-Lo

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From: Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>
Sent: Thursday, August 8, 2024 11:46 AM
To: Yang-Lo, Joanna (GCB) <Joanna.Yang-Lo@state.mn.us>
Cc: Stuntebeck, Jessie (GCB) <jessie.stuntebeck@state.mn.us>; Candie Seppala <CandieSeppala@hibbingmn.gov>
Subject: Re: Excluded Raffles for Non-Profit 501(c)(3)

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Joanna and Jessice,

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I am also including Candie, from the City of Hibbing, so that we both will be aware of what we need to complete and/or any fee, etc. that needs to be done.

Thank you again for the feedback, I greatly appreciate it.

Sincerely,

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Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>

Thu, Aug 8, 2024 at 12:11 PM

To: "Yang-Lo, Joanna (GCB)" <Joanna.Yang-Lo@state.mn.us>

Cc: "Stuntebeck, Jessie (GCB)" <jessie.stuntebeck@state.mn.us>, Candie Seppala <CandieSeppala@hibbingmn.gov>

That is great news! Thank you so very much for the information and clarifying.

Enjoy the rest of your week.



Tammy L. Estes

Hibbing Tourist Center Senior Citizens

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hibbingtouristseniorcenter@gmail.com

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Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>
To: Candie Seppala <CandieSeppala@hibbingmn.gov>

Thu, Aug 8, 2024 at 12:14 PM

Good afternoon Candie,

According to this email string, we should be able to do "1" excluded raffle with the prize total not exceeding \$5K. The question now comes down to the City of Hibbing allowing it and what fee would be associated with it.

Please advise if you would like me to write up a proposal for the next City Council meeting so this can get on the agenda, or if it is just something that can be added without a proposal.

Let me know your thoughts, thanks!



Tammy L. Estes

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Candie Seppala <CandieSeppala@hibbingmn.gov>
To: Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>

Thu, Aug 8, 2024 at 1:32 PM

Awesome news!

Your bingo went through last night, so I will send the form out to the state. Also, yes the City will put through another raffle for you.

Candie



Candie Seppala

City of Hibbing

City Clerk – Deputy
Administrator

candieseppala@hibbingmn.gov

Phone: 218.312.1560

Mobile: 218.966.1823

Fax: 218.262.2547

Hibbing City Hall
401 East 21st Street

Hibbing, MN 55746

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Tourist Center Senior Citizens <hibbingtouristseniorcenter@gmail.com>
To: Candie Seppala <CandieSeppala@hibbingmn.gov>

Thu, Aug 8, 2024 at 1:51 PM

Thank you Thank you! Much appreciated.

I meet with Beth and Joe tonight, so we will get details on the \$5K raffle and get that over to you....right now I'm going to concentrate on the Bingo! Woot Woot!

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