



HIBBING CITY COUNCIL
Regular Meeting
Wednesday, September 18, 2024
5:00 PM

Councilor Chris Whitney
Councilor Jennifer Hoffman Saccoman
Councilor JayHildenbrand
Councilor James Bayliss
Councilor John Schweiberger
Councilor Justin Fosso
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. ADDS AND DELETES:

1. ADDS:
2. DELETES:

III. APPROVAL OF THE AGENDA:

IV. APPROVAL OF MINUTES:

1. Approve the Minutes of the Hibbing City Council Meeting of September 4, 2024
2. Approve the Minutes of the Hibbing City Council Workshop of September 4, 2024

V. CONSENT AGENDA:

1. Approve Accounts Payable dated September 12, 2024 checks #178234-178326 in the amount of \$912,174.25
2. Approve City Payroll 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 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
 - * Mineview
 - * Round table
16. Set the next Regular Hibbing City Council Meeting for Wednesday, October 2, 2024 at 5:00 p.m. in the City Council Chamber
17. Set the next Regular Hibbing City Council Workshop Meeting for Wednesday, October 2, 2024 following the Regular City Council Meeting in the City Council Chamber

VI. PUBLIC FORUM:

VII. DEPARTMENT AND COMMITTEE REPORTS:

1. **City Engineering Jesse Story**

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

2. City Services Director Nick Arola

- a. 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
- b. Offer RESOLUTION NO. 24-09-11 ACCEPTING THE DONATION FROM THE OWENS FOUNDATION FOR THE USE AT UPCOMING SPECIAL EVENTS
- c. Approve the plans for phase one of Carey Lake Campground and approve request to go out for quotes
- d. Approve the Pickleball Reservation Application
- e. Approve the contract agreement with SAM Concessions to operate concessions at the Memorial Building

3. City Attorney Andy Borland

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

4. City Administrator Greg Pruszinske

- a. 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

VIII. BIDS AND QUOTES:

1. City Clerk-Deputy Administrator Candie Seppala

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

2. City Engineering Jesse Story

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

3. Finance Director-Treasurer Sheena Mulner

- a. 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

4. City Services Director Nick Arola

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

IX. BOARDS AND COMMISSIONS:

X. LICENSES AND PERMITS:

1. 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
2. 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

Raffle Permit # - 24-09-03

3. Approve the Raffle Permit Application Request of Hibbing College Foundation to hold their Purse Bingo at the Do You on Saturday, November 9, 2024
4. 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
5. Approve the 2024 Massage Therapy License of Sarah Anderson of Sarah's Hair and Body Care LLC, 302 East Howard Street Suite 220, Hibbing
6. Approve the Massage Therapy License of Bethany Szweduk, Aspen Massage LLC, 1830 East 39th Street, Hibbing

XI. ADJOURNMENT:

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday September 4, 2024**

TIME AND PLACE: A Regular Meeting of the Hibbing City Council was held on Wednesday, September 4, 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, 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. Chief of Police Steve Estey was absent.

ADDs/DELETES:

- **ADD:** **DEPARTMENT & COMMITTEE REPORTS #6a**
- **ADD:** **LICENSES & PERMITS #4**

APPROVAL OF THE AGENDA:

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

Motion CARRIED

APPROVAL OF MINUTES:

Councilor Fosso, supported by Councilor Schweiberger, moved to approve the minutes of the Regular Hibbing City Council Meeting of August 21, 2024.

Motion CARRIED

Councilor Fosso, supported by Councilor Bayliss, moved to approve the minutes of the Hibbing City Council Workshop Meeting of August 21, 2024.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Hildenbrand, moved to approve the Consent Agenda #s 1-9.

Discussion: Councilor Hoffman Saccoman wished to clarify for the viewers at home that #7 TNT is an acronym for Truth In Taxation.

Motion CARRIED

1. Approve Accounts Payable dated September 3, 2024 for checks #178142-178233 in the amount of \$1,306,826.14
2. Approve City Payroll for pay period ending August 23, 2024 in the amount of \$527,094.94
3. Authorize the hire of Dylan Davis for the Full-Time Firefighter/EMT position pending pre-employment contingencies
4. Authorize the hire of Jaxon Johnson for the Full-Time Firefighter/EMT position pending pre-employment contingencies
5. Set the next Hibbing City Council Meeting for Wednesday, September 18, 2024 at 5:00 p.m. in the Hibbing City Hall Council Chamber
6. Set the next City Council Workshop for Wednesday, September 18, 2024 in the Council Chamber following the Hibbing City Council Meeting
7. Set the TNT Meeting for December 4, 2024 at 6:00 p.m. following the Regular City Council Meeting in the Hibbing City Hall Council Chamber
8. Authorize the Hibbing City Council to attend the Hibbing Public Utilities Commissions Work Session Meeting on Tuesday, September 24, 2024 in the 2nd Floor Conference Room at City Hall
9. Authorize the Mayor to offer a letter of commitment to creating an age-friendly environment in Hibbing

PUBLIC FORUM:**DEPARTMENT AND COMMITTEE REPORTS:****Offer RESOLUTION NO. 24-09-01 APPROVING THE CERTIFICATION OF THE PRELIMINARY BUDGET/LEVY FOR THE 2024 LEVY PAYABLE IN 2025**

Councilor Bayliss, supported by Councilor Fosso, moved to offer RESOLUTION NO. 24-09-01 APPROVING THE CERTIFICATION OF THE PRELIMINARY BUDGET/LEVY FOR THE 2024 LEVY PAYABLE IN 2025.

Motion CARRIED

Offer RESOLUTION NO. 24-09-02 APPROVING THE 2024 RANGE REGIONAL AIRPORT AUTHORITY PRELIMINARY LEVY PAYABLE IN 2025 REQUEST

Councilor Hoffman Saccoman, supported by Councilor Whitney, moved to offer RESOLUTION NO. 24-09-02 APPROVING THE 2024 RANGE REGIONAL AIRPORT AUTHORITY PRELIMINARY LEVY PAYABLE IN 2025 REQUEST.

Discussion: Councilor Hoffman Saccoman wished to explain that the City Council did attend a joint meeting with the City of Chisholm and they chose not to vote on it at that time, rather they came back as a Council and worked on it and discussed what the City's budget was first, all prior to making this decision.

Motion CARRIED

Offer RESOLUTION NO. 24-09-03 APPROVING THE CERTIFICATION OF THE 2024 PRELIMINARY HRA LEVY PAYABLE IN 2025 IN THE AMOUNT OF \$150,000

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to offer RESOLUTION NO. 24-09-03 APPROVING THE CERTIFICATION OF THE 2024 PRELIMINARY HRA LEVY PAYABLE IN 2025 IN THE AMOUNT OF \$150,000.

Motion CARRIED

Offer RESOLUTION NO. 24-09-08 TO COMMIT REMAINING AMERICAN RESCUE PLAN FUNDS TO FUND THE MINEVIEW PROJECT

Councilor Bayliss, supported by Councilor Whitney, moved to offer RESOLUTION NO. 24-09-08 TO COMMIT REMAINING AMERICAN RESCUE PLAN FUNDS TO FUND THE MINEVIEW PROJECT.

Motion CARRIED

Offer RESOLUTION NO. 24-09-04 APPROVING THE TRANSFER OF LOCAL AFFORDABLE HOUSING AID INTO THE LOCAL HOUSING TRUST FUND AND ALL FUTURE ALLOCATIONS OF THE SAME

Councilor Whitney, supported by Councilor Hildenbrand, moved to offer RESOLUTION NO. 24-09-04 APPROVING THE TRANSFER OF LOCAL AFFORDABLE HOUSING AID INTO THE LOCAL HOUSING TRUST FUND AND ALL FUTURE ALLOCATIONS OF THE SAME.

Motion CARRIED

Approve the agreement with Miriam Kero Consulting for the Digital Equity Competitive Application Grant from the Federal National Telecommunications and Information Administration (NTIA)

Councilor Fosso, supported by Councilor Whitney, moved to approve the agreement with Miriam Kero Consulting for the Digital Equity Competitive Application Grant from the Federal National Telecommunications and Information Administration (NTIA).

Discussion: Mayor Hyduke asked what the grant amount they will request; Community Development Director Betsy Olivanti stated the minimum amount is five million dollars .

Motion CARRIED

Offer RESOLUTION NO. 24-09-05 AUTHORIZING THE CITY OF HIBBING TO ENTER INTO A COOPERATIVE AGREEMENT WITH ST LOUIS COUNTY MAINTENANCE PROGRAMS SOLICITATION

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to offer RESOLUTION NO. 24-09-05 AUTHORIZING THE CITY OF HIBBING TO ENTER INTO A COOPERATIVE AGREEMENT WITH ST LOUIS COUNTY MAINTENANCE PROGRAMS SOLICITATION.

Motion CARRIED

Approve a Conditional Use Permit Request of Kenneth Rhodes to allow for two dwellings on the same lot

Councilor Schweiberger, supported by Councilor Hildenbrand, moved to approve a Conditional Use Permit Request of Kenneth Rhodes to allow for two dwellings on the same lot.

Motion CARRIED

Offer RESOLUTION NO. 24-09-06 RESOLUTION OF INTENTION TO ORDER THE VACATION OF THAT ALLEY RUNNING BETWEEN 2ND AVENUE NORTH AND 1ST AVENUE NORTH BETWEEN LOTS 22 AND 23, BLOCK 3, AND LOTS 17 AND 18, BLOCK 3, RESPECTIVELY ALL IN STATE SECOND ADDITION TO KELLY LAKE AND SETTING A PUBLIC HEARING THEREON

Councilor Fosso, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 24-09-06 RESOLUTION OF INTENTION TO ORDER THE VACATION OF THAT ALLEY RUNNING BETWEEN 2ND AVENUE NORTH AND 1ST AVENUE NORTH BETWEEN LOTS 22 AND 23, BLOCK 3, AND LOTS 17 AND 18, BLOCK 3, RESPECTIVELY ALL IN STATE SECOND ADDITION TO KELLY LAKE AND SETTING A PUBLIC HEARING THEREON.

Motion CARRIED

Offer RESOLUTION NO. 24-09-07 AUTHORIZE THE SUBMITTAL OF AN APPLICATION TO AARP FOR PARTICIPATION IN THE AARP NETWORK OF AGE-FRIENDLY COMMUNITIES PROGRAM

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to offer RESOLUTION NO. 24-09-07 AUTHORIZE THE SUBMITTAL OF AN APPLICATION TO AARP FOR PARTICIPATION IN THE AARP NETWORK OF AGE-FRIENDLY COMMUNITIES PROGRAM.

Motion CARRIED

BIDS AND QUOTES:

Approve the purchase of 8 APC Smart UPSs, two rack towers, and two rack enclosure cabinets for the new servers from INSIGHT Public Sector in the amount of \$9,530.50

Councilor Bayliss, supported by Councilor Whitney, moved to approve the purchase of 8 APC Smart UPSs, two rack towers, and two rack enclosure cabinets for the new servers from INSIGHT Public Sector in the amount of \$9,530.50.

Motion CARRIED

Approve the quote from L&L Rentals in Hibbing for a skid steer track loader at the Cemetery in the amount of \$71,975.00

Councilor Hoffman Saccoman, supported by Councilor Hildenbrand, moved to approve the quote from L&L Rentals in Hibbing for a skid steer track loader at the Cemetery in the amount of \$71,975.00.

Discussion: Mayor Hyduke asked City Engineer Jesse Story if L&L Rentals is a dealer for this item; City Engineer Story stated that yes, they are a Wacker Neuson Dealer.

Motion CARRIED

Approve the quote from RMS adding a Walk-N-Roller to one of the road graders in the amount of \$42,640.00

Councilor Whitney, supported by Councilor Fosso, moved to approve the quote from RMS adding a Walk-N-Roller to one of the road graders in the amount of \$42,640.00.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Bayliss, supported by Councilor Fosso, moved to approve the Special Event Permit Application of the Victory Christian Academy to hold the VCA Bike-A-Thon in Bennett Park and the Mesabi Trail on Saturday, September 28, 2024.

Motion CARRIED

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve the Raffle Permit Request Application of the Hibbing High School Volleyball Club to hold their raffle on Tuesday, October 15, 2024 at the Lincoln Middle School.

Motion CARRIED

Councilor Bayliss, supported by Councilor Fosso, moved to approve Raffle Permit Application Request of Shannon Paulsen Suite Dreams to hold the raffle on Saturday, October 5, 2024 at Mike's Pub.

Motion CARRIED

Councilor Whitney, supported by Councilor Schweiberger, moved to approve the Raffle Permit Application Request of the Hibbing Chisholm Youth Hockey to hold their raffle on Thursday, January 30, 2025.

Motion CARRIED

CLOSED SESSION:

**FOR THE PURPOSE TO CONSIDER THE PURCHASE OF
REAL PROPERTY PARCELS 140-0270-01318, 140-
0070-00670, 140-0140-00120, AND 140-0290-
00619 PURSUANT TO MN ST SECTION
13D.05SUB.3(c3)**

Councilor Bayliss, supported by Councilor Fosso, moved to go into closed session at 5:30 p.m. for the purpose to consider the purchase of real property parcels 140-0270-01318, 140-0070-00670, 140-0140-00120, and 140-0290-00619 under MN State Statue 13D.05, subd. 3(c)3.

Motion CARRIED

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:31 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
Wednesday September 4, 2024

TIME AND PLACE: A Hibbing City Council Workshop Meeting was held on Wednesday, September 4, 2024 in the City Hall Council Chamber

CALL TO ORDER: Mayor Pete Hyduke called the meeting to order at 6:45 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, City Clerk-Deputy Administrator Candie Seppala, Treasurer-Finance Director Sheena Mulner, City Attorney Andy Borland, City Engineer Jesse Story and Chief of Police Steve Estey.

DISCUSSIONS TO INCLUDE:

MnDOT Highway 169 Corridor Study Discussion

DISCUSSION: City Engineer Jesse Story spoke to the Council about the various meetings they have had with MnDOT and the upcoming open house regarding the Highway 169 Corridor Study; he would like to have a letter drafted from the City Council to MnDOT stating what the City does and does not support in regard to the Highway 169 corridor project. There was a discussion between City Councilors and Staff regarding this topic.

Sewer/Storm Water Rate Study Discussion

DISCUSSION: Treasurer-Finance Director Sheena Mulner spoke about having an updated Sewer/Storm Water Rate Study completed by Baker Tilly; the last study was done in 2021. There some discussion between City Councilors and Staff regarding this topic.

Other Additional Issues/Concerns for discussion:

- **HPU Joint Meeting**

DISCUSSION: City Administrator Greg Pruszinske spoke about the upcoming Joint Meeting with HPU. There some discussion between City Councilors and Staff regarding this topic.

- **Public Safety Center**

DISCUSSION: City Administrator Pruszinske spoke about the pre-engineering meeting that they had; he asked the Council when they would like an update on this project. There was a discussion between City Councilors and Staff regarding this topic.

- **Library Board**

DISCUSSION: City Clerk-Deputy Administrator Candie Seppala stated that she has had a couple people inquire about the Library Board; she explained that their goal is to have each Board, Commission or Authority up and running by the first of the year. There was a brief discussion between City Councilors and Staff regarding this topic.

- **Working Sessions**

DISCUSSION: Councilor Fosso inquired about having the Working Sessions available to the public. There was a discussion between City Councilors and Staff regarding this topic.

- **Pledge of Allegiance**

DISCUSSION: Mayor Hyduke stated that he would like to see the Council say the Pledge of Allegiance at their Council Meetings. There was a brief discussion between City Councilors and Staff regarding this topic.

- **Wildlife Draft Ordinance**

DISCUSSION: Mayor Hyduke spoke about the Wildlife Draft Ordinance. There was a discussion between City Councilors and Staff regarding this topic.

- **Mail Delivery on Highland Drive**

DISCUSSION: Councilor Hoffman Saccoman explained that she spoke to the Deputy Postmaster regarding mail delivery on Highland Drive. There was a discussion between City Councilors and Staff regarding this topic.

- **529/535 Highland Drive**

DISCUSSION: City Attorney Andy Borland explained to the Council an issue that was brought to his attention in which both 529 and 535 Highland Dr. are land locked by City property, and he recommended an easement across the City property. There was a discussion between City Councilors and Staff regarding this topic.

ADJOURNMENT: Mayor Pete Hyduke adjourned the meeting at 7:18 p.m.

CITY OF HIBBING

Pete Hyduke, Mayor

ATTEST:

Candie Seppala, City Clerk-Deputy Administrator



Request for Council Action

City Council Action

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

Description of Agenda Item

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

Strategic Initiative

Owner of Agenda Item

Pete Hyduke, Mayor, 218.969.3067, petehyduke@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

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

Attachments

1. DOC091724-09172024090316



September 18, 2024

Cemetery Headstone Cleaning Project: Beyond the Yellow Ribbon-Hibbing/Chisholm Area

Dear Beyond the Yellow Ribbon Members, Veterans, and Volunteers:

It is with a grateful heart and much admiration that I pen this letter to thank you for your extensive effort of cleaning veteran headstones at Maple Hill Cemetery.

Your time and efforts are truly an impressive act of preserving and honoring the legacy of those who fought for our freedoms, who made great sacrifices and who, most importantly, are our loved ones.

Your effective methods and keen attention to detail in removing the dirt, grime and other build-up on the headstones helped restore them to their natural beauty – and you did so with genuine care and respect.

You have helped to preserve history. Many headstones are historical markers that commemorate the lives and contributions of individuals. By cleaning them, you help preserve these stones from decay caused by environmental factors like pollution, dirt, moss, and lichen. This contributes to the conservation of local and cultural history.

You have shown respect for the deceased. Cleaning headstones is often seen as a way to honor and remember loved ones, keeping their resting place in a dignified condition. It is a gesture of care and respect for their memory, ensuring that their final resting place is treated with dignity.

Your work will impact future generations. Cleaning the stones restores visibility, which is important for genealogical research and personal remembrance.

You have exemplified a love of your Hibbing community. This work helps keep public spaces well-maintained and ensures that even forgotten graves receive care.

You have contributed significantly to the City and its operations. Your ability to bring volunteer groups together has provided a service and courtesy that we simply do not have the manpower or resources to accomplish.

Your contribution has not gone unnoticed.

Job well done!

Sincerely,

Mayor Pete Hyduke
City of Hibbing



Request for Council Action

City Council Action

Approve the renewal of the 2025 Blue Cross Blue Shield Group Medicare plans for post-65 retirees

Description of Agenda Item

Approve the renewal of the 2025 Blue Cross Blue Shield Group Medicare plans for post-65 retirees

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 renewal of the 2025 Blue Cross Blue Shield Group Medicare plans for post-65 retirees

Attachments

1. DOC091724-09172024090718



Request for City Council Action

City Council Action

Approved	Denied	Amended	Tabled
☐	☐	☐	☐

Attachments: Renewal Summary

Main Agenda ☐ Consent Agenda ☒

Description of Agenda Item: Approve the renewal of the 2025 BCBS Group Medicare plans for post-65 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 | angelakleffman@hibbingmn.gov | 218-312-1574
Greg Pruszinske | Administration | gregpruszinske@hibbingmn.gov | 218-312-1600

Introduction/Background/Justification/Key Issues/Legal:
In 2025, we recommend continuing with the BCBS Group Medicare plans for post-65 retirees without making any changes to the coverage or structure. The overall increase for the year will be approximately 4%.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact: Overall 4% increase.

Action Requested: Approve the renewal of the 2025 BCBS Group Medicare plans for post-65 retirees.



Request for Council Action

City Council Action

Declare 7 Finance Department desks as surplus and authorize disposal

Description of Agenda Item

Declare 7 Finance Department desks as surplus and authorize disposal

Strategic Initiative

Owner of Agenda Item

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

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

Declare 7 Finance Department desks as surplus and authorize disposal

Attachments

1. Declare Surplus for finance desks



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ____

Consent Agenda __X__

Description of Agenda Item: Declare 7 finance desks as surplus and authorize for disposal

Strategic Initiative: Replace the current desks with sit-to-stand desks

Owner of Agenda Item/Department/email address/Phone: Sheena
Mulner/Finance/sheenamulner@hibbingmn.gov/218-312-1602

Introduction/Background/Justification/Key Issues/Legal: Our desks have been repurposed and reused for many years. Many are broken and taped together. A lot of the drawers don't stay closed. In addition, the replacement of the desks will give Finance staff the option to stand so they don't sit for 8 straight hours every day.

Board/Commission/Committee Actions(s): None

Budgetary/Fiscal Impact: They will be disposed of because they are broken

Action Requested: Approve



Request for Council Action

City Council Action

Authorize the hire of Jack Baty for the Full-Time Auto Truck Driver/Skilled Labor position effective September 19, 2024

Description of Agenda Item

Authorize the hire of Jack Baty for the Full-Time Auto Truck Driver/Skilled Labor position effective September 19, 2024

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 hire of Jack Baty for the Full-Time Auto Truck Driver/Skilled Labor position effective September 19, 2024

Attachments

1. RCA - Jack Baty



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the hire of Jack Baty for the Full-Time Auto Truck Driver/Skilled Labor position effective September 19, 2024.

Strategic Initiative:

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

John Yuretich | Public Works | Johnyuretich@hibbingmn.gov | 218-966-4773
Jesse Story | Engineering/Public Works | Jessestory@hibbingmn.gov | 218-969-0629
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 Skeeter Estey.

Board/Commission/Committee Actions(s):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the hire of Jack Baty for the Full-Time Auto Truck Driver/Skilled Labor position effective September 19, 2024.



Request for Council Action

City Council Action

Authorize the hire of Gary Sporer for the Full-Time Automatic Truck Driver position effective September 19, 2024

Description of Agenda Item

Authorize the hire of Gary Sporer for the Full-Time Automatic Truck Driver position effective September 19, 2024

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 hire of Gary Sporer for the Full-Time Automatic Truck Driver position effective September 19, 2024

Attachments

1. RCA - Gary Sporer



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the hire of Gary Sporer for the full-time Automatic Truck Driver position effective September 19, 2024.

Strategic Initiative:

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

John Yurelich | Public Works | Johnyurelich@hibbingmn.gov | 218-966-4773
Jesse Story | Engineering/Public Works | Jessestory@hibbingmn.gov | 218-969-0629
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 Scott Danielson.

Board/Commission/Committee Actions(s):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the hire of Gary Sporer for the full-time Automatic Truck Driver position effective September 19, 2024.



Request for Council Action

City Council Action

Approve the Community Service Officer
(CSO) job description effective
September 19, 2024.

Description of Agenda Item

Approve the Community Service Officer
(CSO) job description effective
September 19, 2024.

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 Community Service Officer
(CSO) job description effective
September 19, 2024.

Attachments

1. RCA - CSO Job Description
2. CSO Job Description - Draft 9.19.24



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: CSO Job Description

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Approve the Community Service Officer (CSO) Job Description effective September 19, 2024.

Strategic Initiative: Safety – Safe, secure, and valued community. Service Delivery – Excellence in the delivery of services.

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

Choose an item.

Steve Estey | Police Department | Steveestey@hibbingmn.gov | 218-929-0776

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

This position will replace the PBA position and will be responsible for enforcing city ordinances including, but not limited to, parking and animal control and related work as required or assigned, including security for evening/weekend events (park patrol, sporting events, etc.).

Board/Commission/Committee Actions(s):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Approve the Community Service Officer (CSO) Job Description effective September 19, 2024.



CITY OF HIBBING JOB DESCRIPTION

JOB TITLE: Community Service
Officer (CSO)

DATE: September 19, 2024

DEPARTMENT: Police

PAY GRADE: N/A

EXEMPTION STATUS: Non-Exempt

REPORTS TO: Chief of Police, Deputy Police Chief, Commander

SCOPE OF POSITION: Performs intermediate work supporting the Police Department and enhancing public safety. Enforce City Ordinances including but not limited to parking and animal control and perform related work as required or assigned.

Work Environment: Indoor and outdoor (field) settings in various climates.

Supervision Received: Chief of Police, Deputy Police Chief, Commander and Captain

Supervision Exercised: None

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 department head or supervisory staff:

PRIMARY RESPONSIBILITIES:

- Performs investigations, renders service, and enforces city ordinances including but not limited to parking and animal control.
- Patrol the city by vehicle or on foot to ensure public compliance with city ordinances.
- Patrol the city and impound stray, unlicensed, injured, sick, or dead animals and deliver them to animal shelter or temporary holding facility.
- Investigate cases regarding city ordinance violations. Schedule and perform follow-up functions to gain compliance including letters, inspections, calls, meetings, and discussions to ensure compliance with appropriate ordinances. May issue a citation for ordinance violations.

- Works with community members and other departments to identify and analyze ordinance violations and other problems within the city, and to design strategies to address these problems.
- Respond to non-criminal police complaints.
- Respond to calls of service for public assists including, but not limited to vehicle lockouts, traffic control, nuisance call and police escorts.
- Prepares written reports and memoranda summarizing information.
- Performs fingerprinting.
- Provides administrative support to the police department as needed including, but not limited to, answering the phone or communicating with residents at the police front desk.
- Assist officers on calls for service when requested.
- Transport evidence to and from the BCA or other agencies as assigned.
- Assist with special community events.
- All other duties as assigned.

KNOWLEDGE, SKILLS, ABILITIES:

- Knowledge of city ordinances.
- Knowledge of geography and addresses within the jurisdiction of the city and designated areas.
- Ability to carry out instructions in written, oral, or picture form.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to exercise independent judgement and discretion.
- Ability to compile and prepare reports.
- Ability to communicate effectively.
- Ability to handle sensitive inquiries from and contacts with officials and general public.
- Ability to effectively use computer programs including the Microsoft platform.

MINIMUM QUALIFICATIONS:

- High school diploma or equivalent required.
- Completed or enrolled in a post-secondary law enforcement related field preferred.
- Valid MN driver's license required.
- Must be 18 years of age or older.

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 required to talk and hear. The employee is often required to use their hands and fingers, to handle or feel.

The employee is frequently required to stand, walk, reach with arms and hands, climb or balance, and stoop, kneel, crouch, and crawl. Vision abilities required by this job include close vision. The employee must be able to sit and stand for two to three hours; lift up to 25 pounds from floor to waist 10 to 15 times per day.

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: 08/26/2024
City Administrator: 08/28/2024
City Council:



Request for Council Action

City Council Action

Authorize the hire of Jeremiah Ennen for the Part-Time CSO pending pre-employment contingencies.

Description of Agenda Item

Authorize the hire of Jeremiah Ennen for the Part-Time CSO 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

Action Requested

Authorize the hire of Jeremiah Ennen for the Part-Time CSO pending pre-employment contingencies.

Attachments

1. RCA - Jeremiah Ennen CSO



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the hire of Jeremiah Ennen for the Part-Time CSO pending pre-employment contingencies.

Strategic Initiative: Safety – Safe, secure, and valued community. Service Delivery – Excellence in the delivery of services.

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

Choose an item.

Steve Estey | Police Department | Steveestey@hibbingmn.gov | 218-929-0776

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 PBA Kaija Gams.

Board/Commission/Committee Actions(s):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the hire of Jeremiah Ennen for the Part-Time CSO pending pre-employment contingencies.



Request for Council Action

City Council Action

Authorize the hire of Matthew Hatfield for the Full-Time Patrol Officer position pending pre-employment contingencies.

Description of Agenda Item

Authorize the hire of Matthew Hatfield for the Full-Time Patrol Officer 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

Action Requested

Authorize the hire of Matthew Hatfield for the Full-Time Patrol Officer position pending pre-employment contingencies.

Attachments

1. RCA - Matthew Hatfield - Patrol Hire



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the hire of Matthew Hatfield for the Full-Time Patrol Officer position pending pre-employment contingencies.

Strategic Initiative: Safety – Safe, secure, and valued community. Service Delivery – Excellence in the delivery of services.

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

Choose an item.

Steve Estey | Police Department | Steveestey@hibbingmn.gov | 218-929-0776

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 Burns.

Board/Commission/Committee Actions(s):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the hire of Matthew Hatfield for the Full-Time Patrol Officer position pending pre-employment contingencies.



Request for Council Action

City Council Action

Authorize the posting of an Automatic Truck Driver/Skilled Labor position in the Sanitation Department.

Description of Agenda Item

Authorize the posting of an Automatic Truck Driver/Skilled Labor position in the Sanitation 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 of an Automatic Truck Driver/Skilled Labor position in the Sanitation Department.

Attachments

1. RCA - Auto Truck-Skilled Labor Posting



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the posting of an Automatic Truck Driver/Skilled Labor position in the Sanitation Department.

Strategic Initiative:

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

John Yuretech | Public Works | Johnyuretech@hibbingmn.gov | 218-966-4773
Jesse Story | Engineering/Public Works | Jessestory@hibbingmn.gov | 218-969-0629
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):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the posting of an Automatic Truck Driver/Skilled Labor position in the Sanitation Department.



Request for Council Action

City Council Action

Authorize the posting of a Skilled Labor position in the Streets & Alleys Department.

Description of Agenda Item

Authorize the posting of a Skilled Labor position in the Streets & Alleys 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 of a Skilled Labor position in the Streets & Alleys Department.

Attachments

1. RCA - Skilled Labor Posting



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the posting of a Skilled Labor position in the Streets & Alleys Department.

Strategic Initiative:

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

John Yuretech | Public Works | Johnyuretech@hibbingmn.gov | 218-966-4773
Jesse Story | Engineering/Public Works | Jessestory@hibbingmn.gov | 218-969-0629
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 Jack Baty.

Board/Commission/Committee Actions(s):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the posting of a Skilled Labor position in the Streets & Alleys Department.



Request for Council Action

City Council Action

Authorize the posting of two Library Aides.

Description of Agenda Item

Authorize the posting of two Library Aides.

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 of two Library Aides.

Attachments

1. RCA - Library Aide Posting



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda ☐

Consent Agenda ☒

Description of Agenda Item: Authorize the posting of two Library Aides.

Strategic Initiative:

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

Jill Reini | Library Director | jillreini@hibbingmn.gov | 218-312-1588
Candie Seppala | City Clerk/Deputy Administrator | candieseppala@hibbingmn.gov | 218-312-1560
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 Jack Baty.

Board/Commission/Committee Actions(s):

None.

Budgetary/Fiscal Impact:

Budgeted.

Action Requested: Authorize the posting of two Library Aides.



Request for Council Action

City Council Action

Authorize the Hibbing City Council to attend a marketing dinner on Wednesday, September 18, 2024 at the Catering Group by Boomtown

Description of Agenda Item

Authorize the Hibbing City Council to attend a marketing dinner on Wednesday, September 18, 2024 at the Catering Group by Boomtown

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 Hibbing City Council to attend a marketing dinner on Wednesday, September 18, 2024 at the Catering Group by Boomtown

Attachments

None



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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 Special Workshop Meeting for Monday, September 23, 2024 at 5:00 p.m. in the Hibbing City Hall Council Chamber

Discussion

- * Mineview
- * Round table

Attachments

None



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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

Attachments

None



Request for Council Action

City Council Action

Description of Agenda Item

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

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 Regular Hibbing City Council Workshop Meeting for Wednesday, October 2, 2024 following the Regular City Council Meeting in the City Council Chamber

Attachments

None



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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

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

Attachments

1. DOC091724-09172024100637



Request for City Council Action

City Council Action

Approved	Denied	Amended	Tabled
☐	☐	☐	☐

Attachments: Yes:

Main Agenda ☒ Consent Agenda ☐

Description of Agenda Item:
Installation of a 4 way stop at the intersection of 19th Avenue East and 37th Street

Strategic Initiative:
To try to minimize the traffic accidents at the intersection.

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
We have received a request from the Hibbing PD to install a 4 way stop at the intersection of 19th Avenue East and 37th Street. There have been some higher speed accidents at this intersection and this would be the only stop signs on 19th Avenue East between Hwy 37 and 25th Street.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:
The only cost to the city is two stop signs, posts and city labor to install.

Action Requested:
I am asking the city council for approval to install the stop signs on 19th Ave. East at 37th Street.



Request for Council Action

City Council Action

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

Description of Agenda Item

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

Strategic Initiative

Owner of Agenda Item

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

Introduction/Background/Justification/Key Issues/Legal

If awarded, funds would be used towards the razing of the north section of wooden bleachers at the raceway. the bleacher section hasn't been used the last two racing seasons due to it's deterioration and the public safety risk they posses.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

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

Attachments

1. RESOLUTION NO. 24-09-10
2. 9-18-24 CityofHib Resolution of Support for Redevelopment



Request for City Council Action

9/18/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda x

Description of Agenda Item:

Approve resolution _____ AUTHORIZING CITY OF HIBBING TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM IRRR GRANT COMMERCIAL REDEVELOPMENT GRANT REQUEST PROGRAM

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

If awarded, funds would be used toward the razing of the north section of wooden bleachers at the raceway. The bleacher section hasn't been used the last two racing seasons due to it's deterioration and the public safety risk they possess.

Budgetary/Fiscal Impact:

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

Requesting Council approval

At a Regular Meeting of the Hibbing City Council held on Wednesday, _____, 2024, at 5:00 p.m. in the Hibbing City Hall Council Chamber, _____ offered the following Resolution and moved its adoption:

**CITY OF HIBBING
RESOLUTION NO. 24-XX-XX**

**RESOLUTION AUTHORIZING CITY OF
HIBBING TO MAKE APPLICATION TO AND
ACCEPT FUNDS FROM IRRR GRANT
COMMERCIAL REDEVELOPMENT GRANT
REQUEST PROGRAM**

WHEREAS THE authorizing authority approves of the attached application for the _____, Hibbing, MN 55746: and

WHEREAS THE authorizing authority agrees to accept funding for the underlying project if approved by IRRRB.

NOW BE IT RESOLVED that the authorizing authority of Hibbing City Council does adopt this resolution.

Whereupon said Resolution No. 24-XX-XX as declared duly passed and adopted this ____ day of _____, 2024

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

FOR ADOPTION:

AGAINST:

ABSTAINED:

ABSENT:



Request for Council Action

City Council Action

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

Description of Agenda Item

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

Strategic Initiative

Owner of Agenda Item

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

Introduction/Background/Justification/Key Issues/Legal

Accept the donation of \$1,130 from the Ben Owens Foundation for use at the upcoming special events. The money will be designated towards the purchase of a large inflatable projector screen for movies in the park, rental of the timing equipment for the Halloween 5k, and new games and supplies for the New Years Even Teen Bash

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

\$1,130

Action Requested

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

Attachments

1. 9-18-24 RCA Accept Owens Funds



Request for City Council Action

9/18/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda x

Description of Agenda Item:

Approve resolution _____ accepting the donation from the Owens Foundation.

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

Accept the donation of \$1,130 from the Ben Owens Foundation, for use at upcoming special events. The money will be designated towards the purchase of a large inflatable projector screen for movies in the park, rental of the timing equipment for the Halloween 5k, and new games and supplies for the New Years Eve Teen Bash.

Budgetary/Fiscal Impact:

\$1,130.00

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

Requesting Council approval



Request for Council Action

City Council Action

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

Description of Agenda Item

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

Strategic Initiative

Owner of Agenda Item

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

Introduction/Background/Justification/Key Issues/Legal

We are requesting council approval to go out for quotes on the first phase of construction on the Carey Lake Campground project. The initial phase would be broken out into 3 separate requests for quotes:

- 1) Septic System
- 2) Well
- 3) General Site Prep clearing and grubbing

We will have a 10-day advertising with work to begin as soon as possible this fall.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

IRRRB Grant Money and Associated matching funds

Action Requested

Requesting Council Approval

Attachments

1. 9-18-24 RCA Carey Lake phase request for quotes

2. DRAFT_23692740_Carey Lake Campground_IFB_Ph1_Site Prep Plans_2024-09-12



Request for City Council Action

9/18/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda X

Description of Agenda Item:

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

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

We are requesting council approval to go out for quotes on the first phase of construction on the Carey Lake Campground project. The initial phase would be broken out in 3 separate requests for quotes.

1) Septic system 2) Well 3) general site prep clearing and grubbing.

We will have a 10-Day advertising with work to begin as soon as possible this fall.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

IRRB Grant money and Associated matching funds

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

Requesting Council approval

SITE LOCATION
ST LOUIS COUNTY

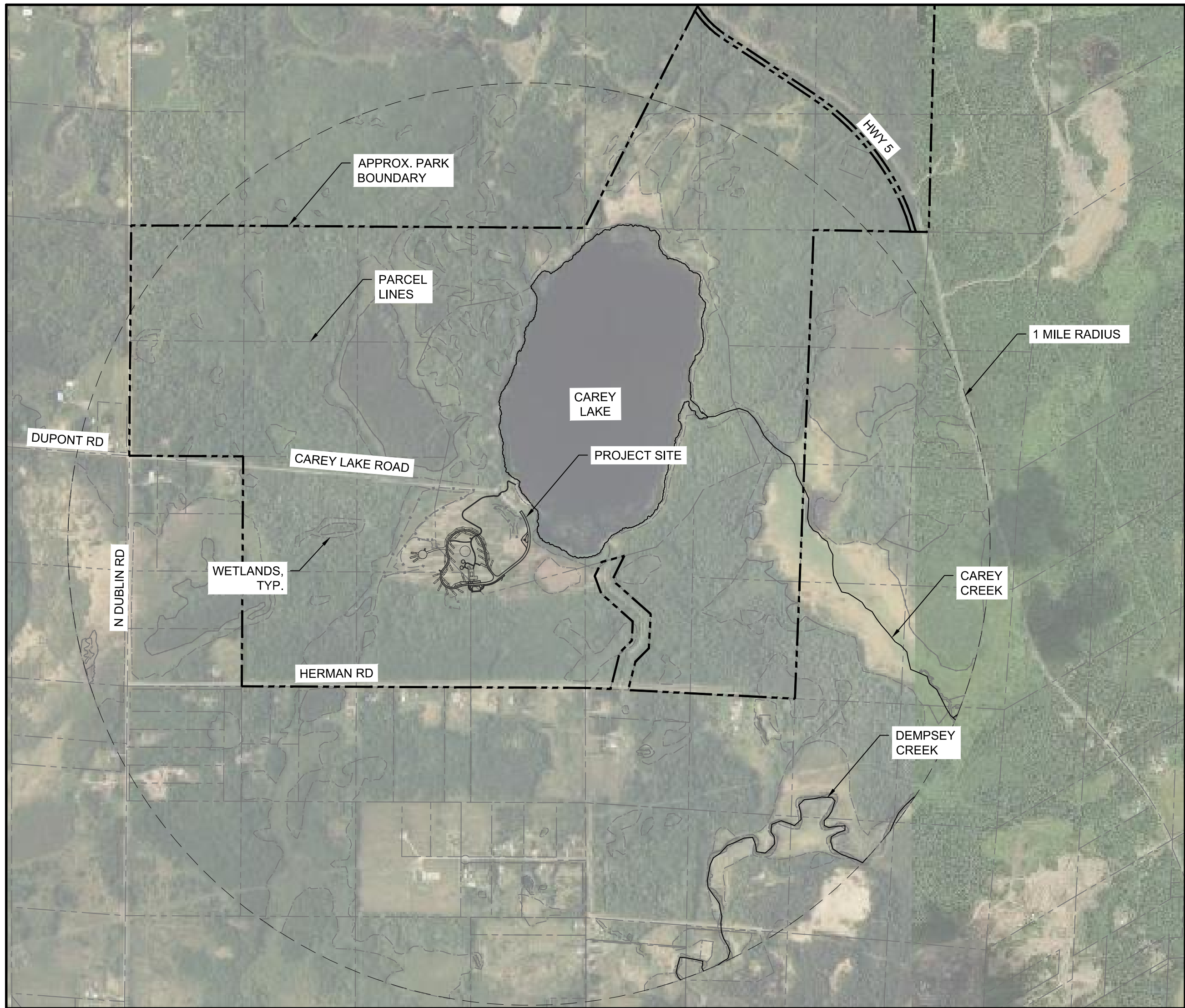
1 PLAN: VICINITY MAP

- NTS

N

**GOPHER STATE
ONE CALL**

OWNER'S REPRESENTATIVE CONTACT:
NICK AROLA, DIRECTOR OF CITY SERVICES
CITY OF HIBBING
401 E 21ST STREET
HIBBING, MN 55746
218-421-5565
NICKAROLA@HIBBINGMN.GOV



L-01 TEMPORARY SEEDING AND STABILIZATION PLAN
L-02 TEMPORARY SEEDING AND STABILIZATION DETAILS

-	-	-	-		-	
NO.	BY	CHK.	APP.	DATE	REVISION DESCRIPTION	



BARR PROJECT No.	
23692742.00	
CLIENT PROJECT No.	
DWG. No.	RE
G-01	

5.0 PERMANENT STORMWATER MANAGEMENT SYSTEM:

A PERMANENT STORMWATER MANAGEMENT SYSTEM IS REQUIRED IF THE PROJECT RESULTS IN ONE ACRE OR MORE OF NEW IMPERVIOUS SURFACES OR RESULTS IN A NET INCREASE OF ONE OR MORE ACRES OF CUMULATIVE NEW IMPERVIOUS SURFACES IN TOTAL OR IF THE PROJECT IS PART OF A LARGER PLAN OF DEVELOPMENT. (CSW PERMIT ITEM 15.3)

5.1. A WATER QUALITY VOLUME OF ONE INCH OF RUNOFF FROM THE NET INCREASE IN CUMULATIVE NEW IMPERVIOUS SURFACES CREATED BY THE PROJECT MUST BE RETAINED ON-SITE THROUGH VOLUME REDUCTION PRACTICES (E.G., INFILTRATION OR OTHER) UNLESS PROHIBITED DUE TO ONE OF THE REASONS IN PERMIT ITEMS 16.14 THROUGH 16.21. IF TWO WET SEDIMENT BASINS WILL BE CONSTRUCTED TO MEET THE PERMANENT STORMWATER TREATMENT REQUIREMENTS, (CSW PERMIT ITEMS 5.15, 15.4 THROUGH 15.9, AND 23.14)

5.2 DESIGN PARAMETERS FOR THE PLANNED PERMANENT STORMWATER TREATMENT SYSTEM, INCLUDING VOLUME CALCULATIONS, DISCHARGE RATE CALCULATION, CONSTRUCTION DETAILS INCLUDING BASIN DEPTH, OUTLET CONFIGURATIONS, LOCATION, DESIGN OF PRE-TREATMENT DEVICES AND TIMING FOR INSTALLATION ARE IN THE STORMWATER MODELING SUMMARY. (CSW PERMIT ITEMS 5.6 AND 5.25 AND SECTIONS 16 THROUGH 19)

5.3 FOR INFILTRATION SYSTEMS, PROVIDE AT LEAST ONE SOIL BORING, TEST PIT, OR INFILTRMETER TEST IN THE LOCATION OF THE INFILTRATION PRACTICE TO DETERMINE INFILTRATION RATES AND TO ENSURE A MINIMUM OF 3 FEET OF SEPARATION FROM THE SEASONALLY SATURATED SOILS (OR FROM BEDROCK) AND THE BOTTOM OF THE PROPOSED INFILTRATION SYSTEM. (CSW PERMIT ITEMS 16.10 AND 16.12)

NOT APPLICABLE; INFILTRATION SYSTEMS ARE NOT PART OF THIS PROJECT.

5.4 THIS IS NOT A LINEAR PROJECT WITH LACK OF RIGHT OR WAY. (CSW PERMIT ITEM 15.9)

5.5 A RIGHT OF WAY FOR THE STORMWATER TREATMENT SYSTEMS DID NOT NEED TO BE OBTAINED. (CSW PERMIT ITEMS 5.13 AND 15.9)

5.6 THIS PROJECT DOES NOT DISCHARGE TO A TROUT STREAM, (OR A TRIBUTARY TO A TROUT STREAM) NO ADDITIONAL CONTROLS REQUIRED. (CSW PERMIT ITEM 23.12)

6.0 INSPECTION AND MAINTENANCE ACTIVITIES:

6.1 PERSONS WITH REQUIRED TRAINING: TRAINED INDIVIDUALS INCLUDE THOSE PARTIES RESPONSIBLE FOR INSTALLING, SUPERVISING, REPAIRING, INSPECTING, AND MAINTAINING EROSION PREVENTION AND SEDIMENT CONTROL BMPs AT THE SITE. TRAINED INDIVIDUALS ARE ALSO RESPONSIBLE FOR IMPLEMENTATION OF THE SWPPP AND COMPLIANCE WITH THE GENERAL PERMIT UNTIL THE CONSTRUCTION ACTIVITIES ARE COMPLETE. PERMANENT COVER HAS BEEN ESTABLISHED, AND A NOTICE OF TERMINATION (NOT) HAS BEEN SUBMITTED. (CSW PERMIT ITEMS 5.20, 5.21, AND 11.9 AND SECTION 21)

THESE INDIVIDUALS WILL BE TRAINED IN ACCORDANCE WITH THE REQUIREMENTS OF THE GENERAL PERMIT, INCLUDING THE REQUIREMENT THAT THE CONTENT AND EXTENT OF TRAINING WILL BE COMMENSURATE WITH THE INDIVIDUAL'S JOB DUTIES AND RESPONSIBILITIES.

BELOW IS A LIST OF PEOPLE RESPONSIBLE FOR THIS PROJECT WHO ARE KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMPs.

<u>TRAINED INDIVIDUAL</u>	<u>RESPONSIBILITY</u>	<u>TRAINING ENTITY*</u>	<u>TRAINING DATE</u>
HEATHER ZIKA,	PREPARATION OF THE SWPPP	BARR ENGINEERING,	MAY 22, 2023
SENIOR PERMITTING &	OVERSIGHT OF SWPPP	MN NPDES CSW	
COMPLIANCE SPECIALIST	IMPLEMENTATION,REVISION, AND	TRAINING	
BARR ENGINEERING	AMENDMENT	(RECERTIFICATION)	

[INSERT] PERFORMANCE OF SWPPP INSPECTIONS [INSERT] [INSERT]

[INSERT] PERFORMANCE OR SUPERVISION OF [INSERT] [INSERT]

*TRAINING DOCUMENTATION AVAILABLE UPON REQUEST.

6.2 FREQUENCY OF INSPECTIONS: A TRAINED PERSON WILL ROUTINELY INSPECT THE ENTIRE CONSTRUCTION SITE. (CSW PERMIT ITEMS 11.2, 11.10, AND 23.13)

- AT LEAST ONCE EVERY 7 DAYS DURING ACTIVE CONSTRUCTION
- WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS

INSPECTION FREQUENCY MAY BE ADJUSTED UNDER THE FOLLOWING CIRCUMSTANCES:

- WHERE PARTS OF THE CONSTRUCTION AREAS HAVE PERMANENT COVER, BUT WORK REMAINS ON OTHER PARTS OF THE SITE, INSPECTIONS OF THE AREAS WITH PERMANENT COVER MAY BE REDUCED TO ONCE PER MONTH.
- WHERE CONSTRUCTION AREAS HAVE PERMANENT COVER AND NO CONSTRUCTION ACTIVITY IS OCCURRING ON THE SITE, INSPECTIONS CAN BE REDUCED TO ONCE PER MONTH AND, AFTER 12 MONTHS, MAY BE SUSPENDED COMPLETELY UNTIL CONSTRUCTION ACTIVITY RESUMES.
- WHERE CONSTRUCTION ACTIVITY HAS BEEN SUSPENDED DUE TO FROZEN GROUND CONDITIONS, THE INSPECTIONS MAY BE SUSPENDED. THE REQUIRED INSPECTIONS AND MAINTENANCE SCHEDULE MUST BEGIN WITHIN 24 HOURS AFTER RUNOFF OCCURS AT THE SITE OR UPON RESUMING CONSTRUCTION, WHICHEVER COMES FIRST.

6.3 INSPECTION REQUIREMENTS: EACH CONSTRUCTION STORMWATER SITE INSPECTION WILL INCLUDE INSPECTION OF THE FOLLOWING AREAS: (CSW PERMIT ITEMS 11.3 THROUGH 11.8)

- ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPs AND POLLUTION PREVENTION MANAGEMENT MEASURES
- SURFACE WATERS FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION
- CONSTRUCTION SITE VEHICLE EXIT LOCATIONS FOR EVIDENCE OF OFFSITE SEDIMENT TRACKING
- STREETS AND OTHER AREAS ADJACENT TO THE PROJECT FOR EVIDENCE OF OFF SITE ACCUMULATIONS OF SEDIMENT

6.4 MAINTENANCE REQUIREMENTS: MAINTENANCE OF THE FOLLOWING AREAS AND BMPS WILL BE PERFORMED AS FOLLOWS:
(CSW PERMIT ITEMS 11.3 THROUGH 11.8)

- NONFUNCTIONAL BMPS WILL BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPS BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.
- PERIMETER CONTROL DEVICES WILL BE REPAIRED, REPLACED, OR SUPPLEMENTED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE DEVICE.

- TEMPORARY AND PERMANENT SEDIMENTATION BASINS WILL BE DRAINED AND THE SEDIMENT REMOVED WHEN THE DEPTH OF SEDIMENT COLLECTED IN THE BASIN REACHES 1/2 THE STORAGE VOLUME.
- DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS WILL BE REMOVED, AND THE AREAS WHERE SEDIMENT REMOVAL RESULTS IN EXPOSED SOIL WILL BE RE-STABILIZED. THE REMOVAL AND STABILIZATION WILL BE COMPLETED WITHIN 7 CALENDAR DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. IF PRECLUDED DUE TO ACCESS CONSTRAINTS, REASONABLE EFFORTS TO OBTAIN ACCESS WILL BE USED. REMOVAL AND STABILIZATION WILL TAKE PLACE WITHIN 7 CALENDAR DAYS OF OBTAINING ACCESS.
- TRACKED SEDIMENT ON PAVED SURFACES WILL BE REMOVED WITHIN 1 CALENDAR DAY OF DISCOVERY.
- AREAS UNDERGOING STABILIZATION WILL BE RE-STABILIZED AS NECESSARY TO ACHIEVE REQUIRED COVER.

6.5 RECORDKEEPING REQUIREMENTS: (CSW PERMIT ITEMS 11.11 AND 24.5 AND SECTIONS 6 AND 20)

3. ALL INSPECTIONS AND MAINTENANCE ACTIVITIES WILL BE RECORDED IN WRITING WITHIN 24 HOURS OF BEING CONDUCTED AND THESE RECORDS WILL BE RETAINED WITH THE SWPPP. RECORDS OF EACH INSPECTION AND MAINTENANCE ACTIVITY WILL INCLUDE THE DATE AND TIME; NAME OF INSPECTOR(S); FINDINGS OF INSPECTIONS; CORRECTIVE ACTIONS (INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES); AND DATE OF ALL RAINFALL EVENTS GREATER THAN 0.5 INCHES IN 24 HOURS AND THE AMOUNT OF RAINFALL FOR EACH EVENT.
 - a. IF ANY DISCHARGE IS OBSERVED DURING THE INSPECTION, THE LOCATION AND APPEARANCE OF THE DISCHARGE (I.E., COLOR, ODOR, SETTLED OR SUSPENDED SOLIDS, OIL SHEEN, AND OTHER OBVIOUS INDICATORS OF POLLUTANTS) WILL BE DOCUMENTED AND A PHOTOGRAPH WILL BE TAKEN.
 - b. IF DEWATERING ACTIVITIES ARE OCCURRING, INCLUDE PHOTOGRAPHS OF DEWATERING ACTIVITIES AND DOCUMENTATION OF NUISANCE CONDITIONS RESULTING FROM DEWATERING ACTIVITIES.
2. THE SWPPP WILL BE AMENDED TO INCLUDE ADDITIONAL OR MODIFIED BMPs TO CORRECT PROBLEMS OR ADDRESS SITUATIONS WHENEVER THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER, OR SEASONAL CONDITIONS THAT HAS A SIGNIFICANT EFFECT ON THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER.
 - a. THE SWPPP WILL BE AMENDED WHEN INSPECTIONS OR INVESTIGATIONS BY THE SITE OWNER, OPERATOR, OR CONTRACTORS OR BY USEPA/MPCA OFFICIALS INDICATE THAT THE SWPPP IS NOT EFFECTIVE IN ELIMINATING OR MINIMIZING THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER; THE DISCHARGES ARE CAUSING WATER QUALITY STANDARD EXCEEDANCES; OR THE SWPPP IS NOT CONSISTENT WITH A USEPA APPROVED TMDL.
 - b. ANY AMENDMENTS TO THE SWPPP PROPOSED AS A RESULT OF THE INSPECTION WILL BE DOCUMENTED AS REQUIRED WITHIN 7 CALENDAR DAYS.
 - c. AMENDMENTS WILL BE COMPLETED BY AN APPROPRIATELY TRAINED INDIVIDUAL. CHANGES INVOLVING THE USE OF A LESS STRINGENT BMP WILL INCLUDE A JUSTIFICATION DESCRIBING HOW THE REPLACEMENT BMP IS EFFECTIVE FOR THE SITE CHARACTERISTICS.
3. RECORDS RETENTION: THE SWPPP, INCLUDING ALL CHANGES TO IT, AND INSPECTION AND MAINTENANCE RECORDS WILL BE KEPT AT THE SITE DURING CONSTRUCTION BY THE PERMITTEE WHO HAS OPERATIONAL CONTROL OF THE SITE. THE SWPPP CAN BE KEPT IN EITHER A FIELD OFFICE OR IN AN ON SITE VEHICLE DURING NORMAL WORKING HOURS.
4. RECORD AVAILABILITY: THE PERMITTEES WILL MAKE THE SWPPP, INCLUDING INSPECTION REPORTS, MAINTENANCE RECORDS, AND TRAINING RECORDS, AVAILABLE TO FEDERAL, STATE, AND LOCAL OFFICIALS WITHIN THREE DAYS UPON REQUEST FOR THE DURATION OF THE PERMIT COVERAGE AND FOR THREE YEARS FOLLOWING THE NOTICE OF TERMINATION.

7.0 POLLUTION PREVENTION MEASURES:

3. ANY CONSTRUCTION PRODUCTS AND LANDSCAPE MATERIALS THAT HAVE THE POTENTIAL TO LEACH POLLUTANTS WILL BE STORED UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) TO PREVENT DISCHARGE OF POLLUTANTS THROUGH MINIMIZATION OF CONTACT WITH STORMWATER. STORAGE OF SUCH MATERIALS WITHIN THE PROJECT AREA WILL BE MINIMIZED TO THE EXTENT POSSIBLE. (CSW PERMIT ITEM 12.2)
2. PESTICIDES, FERTILIZERS, AND TREATMENT CHEMICALS WILL BE STORED UNDER COVER (E.G., PLASTIC SHEETING, TEMPORARY ROOFS, WITHIN A BUILDING, OR IN WEATHER-PROOF CONTAINERS) TO PREVENT DISCHARGE OF POLLUTANTS THROUGH MINIMIZATION OF CONTACT WITH STORMWATER. STORAGE OF SUCH MATERIALS WITHIN THE PROJECT AREA WILL BE MINIMIZED TO THE EXTENT POSSIBLE. (CSW PERMIT ITEM 12.3)
3. HAZARDOUS MATERIALS AND TOXIC WASTE (E.G., OIL, DIESEL FUEL, GASOLINE, HYDRAULIC FLUIDS, PAINT SOLVENTS, PETROLEUM-BASED PRODUCTS, WOOD PRESERVATIVES, ADDITIVES, CURING COMPOUNDS, AND ACIDS) WILL BE STORED AND DISPOSED OF IN COMPLIANCE WITH MINNESOTA RULES CHAPTER 7045, INCLUDING SECONDARY CONTAINMENT (AS APPLICABLE). HAZARDOUS MATERIALS WILL BE PROPERLY STORED IN SEALED CONTAINERS TO PREVENT SPILLS, LEAKS, OR OTHER DISCHARGES AND PREVENT PRECIPITATION FROM FALLING ONTO THE CONTAINERS OR STORED HAZARDOUS MATERIALS. (CSW PERMIT ITEMS 2.3 AND 12.4)
4. SOLID WASTE WILL BE COLLECTED, STORED, AND DISPOSED OF PROPERLY IN COMPLIANCE WITH MINNESOTA RULES CHAPTER 7035. THIS INCLUDES STORAGE WITHIN COVERED TRASH CONTAINERS AND DAILY REMOVAL OF LITTER AND DEBRIS. STORAGE OF SOLID WASTE WITHIN THE PROJECT AREA WILL BE MINIMIZED TO THE EXTENT POSSIBLE. (CSW PERMIT ITEM 12.5)
5. PORTABLE TOILETS, IF PRESENT WILL BE LOCATED AWAY FROM SURFACE WATERS AND POSITIONED AND SECURED TO THE GROUND SO THEY WILL NOT BE TIPPED OR KNOCKED OVER. SANITARY WASTE WILL BE DISPOSED OF IN ACCORDANCE WITH MINNESOTA RULES, CHAPTER 7041. PORTABLE TOILETS WILL BE PERIODICALLY EMPTIED AND THE WASTE HAULED OFF-SITE BY A LICENSED HAULER. (CSW PERMIT ITEM 12.6)
6. VEHICLE FUELING WILL ONLY OCCUR IN DESIGNATED AREAS. SPILL KITS SIZED APPROPRIATELY FOR THE AMOUNT OF REFUELING TAKING PLACE WILL BE LOCATED. SPILL KITS WILL BE CLEARLY LABELED AND CONTAIN MATERIALS TO ASSIST IN SPILL CLEANUP INCLUDING ABSORBENT PADS, BOOMS FOR CONTAINING SPILLS, AND HEAVY-DUTY PROTECTIVE GLOVES. SPILLS WILL BE REPORTED TO THE MINNESOTA DUTY OFFICER AS REQUIRED BY MINNESOTA STATUTES, SECTION 115.061. (CSW PERMIT ITEMS 2.3 AND 12.7)
 - a. ANY FUEL TANKS BROUGHT ON-SITE WILL HAVE PROPERLY SIZED CONTAINMENT AND WILL NOT BE TOPPED OFF TO AVOID SPILLS FROM OVERFILLING. FUEL TANKS WILL MEET INDUSTRY STANDARDS (DESIGNED TO HOLD FUEL TYPE, PROPERLY MAINTAINED, NOT ILLEGALLY MODIFIED, NOT MISSING LEAK INDICATOR FLOATS FOR DOUBLE WALLED TANKS, SIGHT GAUGES NOT USED, ETC.) OR BE REMOVED FROM THE WORK AREA.
 - b. GUIDELINES FOR SPILL PREVENTION AND RESPONSE INCLUDE:
 - TAKE REASONABLE STEPS TO PREVENT THE DISCHARGE OF SPILLED OR LEAKED CHEMICALS, INCLUDING FUEL, FROM ANY AREA WHERE CHEMICALS OR FUEL WILL BE LOADED OR UNLOADED, INCLUDING THE USE OF DRIP PANS OR ABSORBENTS UNLESS INFEASIBLE;
 - PERFORM REGULAR PREVENTATIVE MAINTENANCE ON TANKS AND FUEL LINES;
 - INSPECT PUMPS, CYLINDERS, HOSES, VALVES, AND OTHER MECHANICAL EQUIPMENT ON-SITE FOR DAMAGE OR DETERIORATION;
 - DO NOT WASH OR RINSE FUELING AREAS WITH WATER;
 - MAINTAIN ADEQUATE SUPPLIES TO CLEAN UP DISCHARGED MATERIALS AND PROVIDE AN APPROPRIATE DISPOSAL METHOD FOR RECOVERED SPILLED MATERIALS;
 - REPORT AND CLEAN UP SPILLS IMMEDIATELY AS REQUIRED BY MINNESOTA STATUTES, SECTION 115.061, USING DRY CLEAN UP MEASURES WHERE POSSIBLE; AND
 - MAINTAIN COPIES OF SAFETY DATA SHEETS (SDSS) FOR HAZARDOUS MATERIALS ON-SITE IN LOCATIONS READILY AVAILABLE TO EMERGENCY RESPONDERS.
7. IF VEHICLE AND EQUIPMENT WASHING IS NECESSARY, A VEHICLE WASH STATION WILL BE LOCATED IN A DESIGNATED AREA. RUNOFF FROM THE WASHING AREA WILL BE CONTAINED IN A SEDIMENT BASIN AND WASTE FROM THE WASHING ACTIVITY

WILL BE PROPERLY DISPOSED OF. ANY SOAPS, DETERGENTS, OR SOLVENTS WILL BE PROPERLY USED AND STORED. ANY DETERGENTS AND OTHER CLEANERS NOT PERMITTED FOR DISCHARGE WILL NOT BE USED. (CSW PERMIT ITEMS 2.3 AND 12.8)

8. THE PROJECT WILL NOT RESULT IN CONCRETE OR OTHER WASHOUT ACTIVITIES. IF LIQUID AND SOLID WASTES ARE GENERATED BY WASHOUT OPERATIONS (E.G., CONCRETE, STUCCO, PAINT, FORM RELEASE OILS, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS), EFFECTIVE CONTAINMENT MUST BE PROVIDED. LIQUID AND SOLID WASHOUT WASTES WILL BE PREVENTED FROM CONTACTING THE GROUND AND WILL BE PROPERLY DISPOSED OF IN COMPLIANCE WITH MPCA RULES. (CSW PERMIT ITEMS 2.3 AND 12.9)

3.0 PERMANENT COVER AND PERMIT TERMINATION CONDITIONS:

1. THE AREAS DISTURBED DURING CONSTRUCTION WILL BE STABILIZED WITH PERMANENT COVER UPON COMPLETION OF WORK. PERMANENT COVER MAY BE VEGETATIVE OR NON-VEGETATIVE, AS APPROPRIATE. ESTABLISHMENT OF PERMANENT COVER MAY INCLUDE THE FOLLOWING ACTIVITIES: ONE OR A COMBINATION OF SEEDING, MULCHING, EROSION CONTROL BLANKET, PLACEMENT OF IMPERVIOUS SURFACE FOR CAMPGROUND ROAD. (CSW PERMIT ITEM 5.17 AND 13.2)
2. FOR A CONSTRUCTION-SITE TO ACHIEVE "PERMANENT COVER", THE FOLLOWING REQUIREMENTS MUST BE COMPLETED PRIOR TO TERMINATION OF PERMIT COVERAGE: (CSW PERMIT SECTIONS 4 AND 13)
 - a. ALL SOIL DISTURBING CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED AND PERMANENT COVER HAS BEEN INSTALLED OVER ALL AREAS. VEGETATIVE COVER CONSISTS OF A UNIFORM PERENNIAL VEGETATION WITH A DENSITY OF 70% OF ITS EXPECTED FINAL GROWTH. VEGETATION IS NOT REQUIRED WHERE THE FUNCTION OF A SPECIFIC AREA DICTATES NO VEGETATION (SUCH AS IMPERVIOUS SURFACES OR THE BASE OF A SAND FILTER).
 - b. ALL SEDIMENT HAS BEEN REMOVED FROM CONVEYANCE SYSTEMS, INCLUDING CULVERTS.
 - c. ANY ACCUMULATED SEDIMENT HAS BEEN REMOVED FROM THE PERMANENT STORMWATER TREATMENT SYSTEM, AND THE SYSTEM IS OPERATING AS DESIGNED.
 - d. ALL TEMPORARY SYNTHETIC EROSION PREVENTION AND SEDIMENT CONTROL BMPs HAVE BEEN REMOVED. BMPs DESIGNED TO DECOMPOSE ON-SITE MAY BE LEFT IN PLACE.

FIGURE #1



Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
B27A	McQuade-Buhl complex, 0 to 3 percent slopes	55.1	47.9%
B29B	Hibbing-Buhl complex, 1 to 8 percent slopes	42.1	36.6%
B31D	Hibbing loam, 8 to 18 percent slopes	2.4	2.1%
B52A	Dora muck, depressional, Hibbing catena, 0 to 1 percent slopes	11.2	9.7%
B152A	Greenwood soils (Hibbing catena), 0 to 1 percent slopes	4.1	3.6%
W	Water	0.2	0.2%
Totals for Area of Interest		115.2	100.0%

*DRAFT
ISSUED FOR BID
(NOT FOR CONSTRUCTION)*

						I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
-	-	-	-	-	-	PRINTED NAME: PAUL TOKARCZYK
NO.	BY	CHK.	APP.	DATE		SIGNATURE _____
						DATE: 09/11/2024 LICENSE # 45025
						REVISION DESCRIPTION

CLIENT	_____	09/11/24	_____	_____	_____	_____	_____
BID	_____	_____	_____	_____	_____	_____	_____
CONSTRUCTION	_____	_____	_____	_____	_____	_____	_____
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	DATE RELEASED						

	Project Office:	Scale	AS SHOWN
	BARR ENGINEERING CO. 3128 14TH AVENUE EAST HIBBING, MN 55746	Date	09/11/2024
		Drawn	AMP3
		Checked	AMW
		Designed	BARR
		Approved	HRZ
Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-225-1966 Fax: (218) 262-3460 www.barr.com			



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401 EAST 21ST STREET
HIBBING, MN 55746

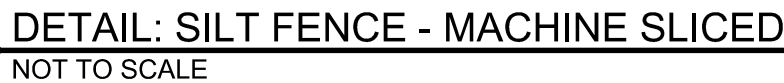
PHASE 1 CAMPGROUND IMPROVEMENTS CAREY LAKE PARK

STORMWATER POLLUTION PREVENTION PLAN
(SWPPP) PAGE 1 OF 2

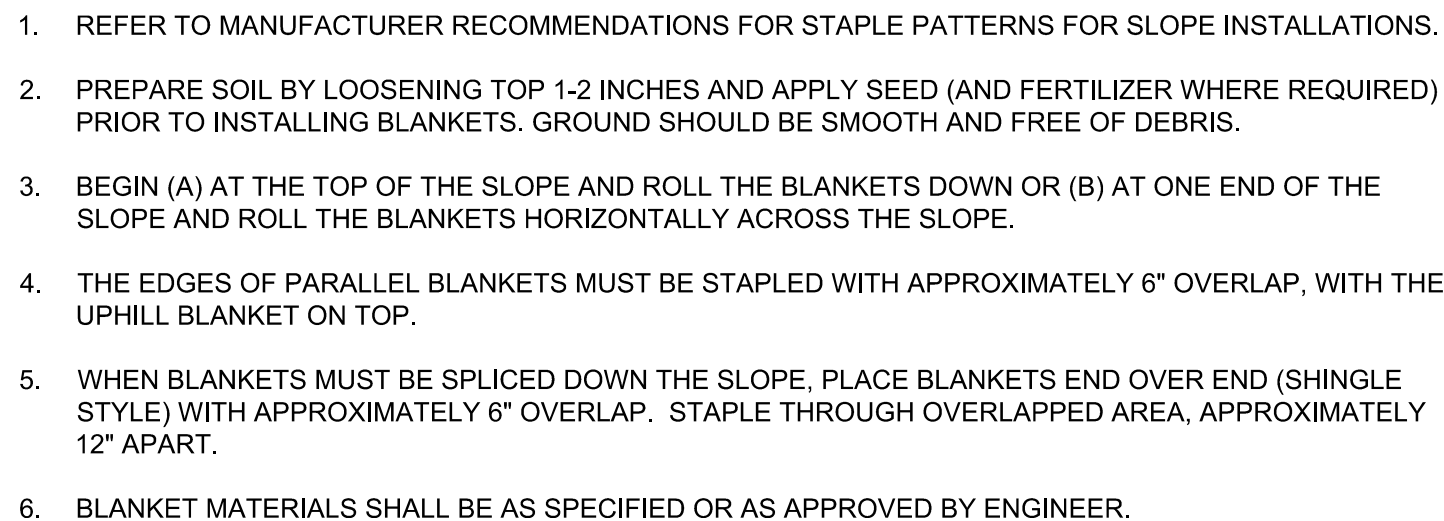
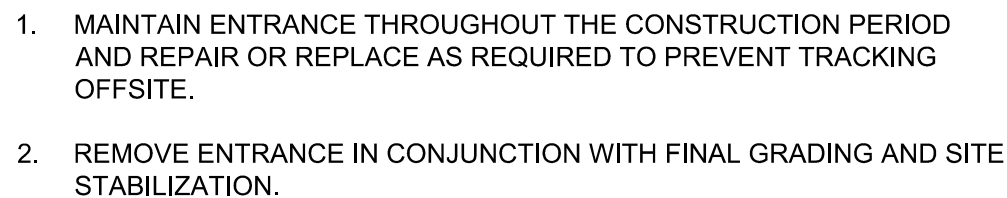
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CLIENT PROJECT No.	
DWG. No.	REV. No.
G-03	B



1. SILT FENCE SHALL BE INSTALLED PRIOR TO ANY GRADING WORK IN THE AREA TO BE PROTECTED AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. SILT FENCE AND ANY ACCUMULATED SEDIMENT SHALL BE REMOVED IN CONJUNCTION WITH THE FINAL GRADING AND SITE STABILIZATION.
2. SILT FENCE INSTALLATION AND MATERIALS SHALL MEET THE REQUIREMENTS OF MN/DOT SPECIFICATIONS 2573 AND 3886.
3. NO HOLES OR GAPS SHALL BE PRESENT IN/UNDER SILT FENCE. PREPARE AREA AS NEEDED TO SMOOTH SURFACE OR REMOVE DEBRIS.
4. WHEN SEDIMENT BUILD UP REACHES 1/3 OF FENCE HEIGHT, THE SILT FENCE SHOULD BE REMOVED OR A SECOND SILT FENCE INSTALLED UPSTREAM OF THE EXISTING FENCE AT A SUITABLE DISTANCE.
5. WHEN SPLICES ARE NECESSARY MAKE SPLICE AT POST ACCORDING TO SPLICE DETAIL. PLACE THE END POST OF THE SECOND FENCE INSIDE THE END POST OF THE FIRST FENCE. ROTATE BOTH POSTS TOGETHER AT LEAST 180 DEGREES TO CREATE A TIGHT SEAL WITH THE FABRIC MATERIAL. CUT THE FABRIC NEAR THE BOTTOM OF THE POSTS TO ACCOMMODATE THE 6 INCH FLAP. THEN DRIVE BOTH POSTS AND BURY THE FLAP. COMPACT BACKFILL.



1. CONTRACTOR SHALL PERFORM TEMPORARY SEEDING IN ADDITION TO TEMPORARY MULCHING ON GRADED/DISTURBED AREAS WHEN THE SITE IS TO BE LEFT IDLE FOR LONGER THAN 21 DAYS - IN ACCORDANCE WITH MDOT STANDARD SPECIFICATIONS SECTION 2575.3 B.1. USE COVER CROP (WINTER WHEAT) SEED AS SHOWN IN 3876, "SEED", TABLE 3876-1 FOR TEMPORARY SEEDING.
- 1.1. APPLY TEMPORARY SEED MIX AND RATE SPECIFIED TO ALL AREAS SHOWN ON DRAWINGS.
- 1.2. APPLY TEMPORARY SEEDING, MIX AND RATE AS SPECIFIED, TO ALL AREAS AS SHOWN ON THE DRAWINGS AND AS REQUIRED FOR TEMPORARY STABILIZATION
- 1.3. APPLY EROSION CONTROL BLANKET TO ALL SEEDED AREA WITH SLOPE GREATER THAN 3V:1H OR AS SHOWN ON THE DRAWINGS.
2. PERFORM TEMPORARY MULCHING TO PROTECT THE SITE FROM EROSION WHEN LEFT IDLE FOR MORE THAN ONE WEEK AND DURING NON-SEEDING PERIODS AND WHEN OUTSIDE THE SEEDING AND SODDING DATES. FOR AREAS LESS THAN TWO ACRES, MULCH IN ACCORDANCE WITH MDOT STANDARD SPECIFICATIONS SECTION 2575.3.M, "RAPID STABILIZATION"



1. INSTALL SEDIMENT LOG ALONG CONTOURS (CONSTANT ELEVATION).
2. NO GAPS SHALL BE PRESENT UNDER SEDIMENT LOG. PREPARE AREA AS NEEDED TO SMOOTH SURFACE OR REMOVE DEBRIS
3. REMOVE ACCUMULATED SEDIMENT WHEN REACHING 1/3 OF LOG HEIGHT.
4. MAINTAIN SEDIMENT LOG THROUGHOUT THE CONSTRUCTION PERIOD AND REPAIR OR REPLACED AS REQUIRED.



1. ENSURE FENCE IS PULLED TAUGHT BETWEEN POSTS AND ANCHOR SECURELY AS SHOWN. ENSURE CABLE TIES ARE PULLED TAUGHT AGAINST POST TO PREVENT SLIPPING.
2. PROVIDE #6 TYP. SPACE AT BOTTOM OF FENCE AS SHOWN TO PREVENT SMALL ANIMAL ENTRAPMENT IN FENCED AREA.
3. ENSURE CABLE TIES ARE EXTREME WEATHER COLD TEMPERATURE UV STABILIZED TIES.
4. T-POSTS SHALL BE STUDDED FOR CABLE TIE ATTACHMENT.
5. INSPECT FENCE REGULARLY AND REPAIR TO MAINTAIN OR REPLACE AS NECESSARY THROUGHOUT THE TERM OF THE PROJECT.



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR
REPORT WAS PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY LICENSED
PROFESSIONAL ENGINEER UNDER THE LAWS OF THE
STATE OF MINNESOTA.

PRINTED NAME PAUL TOKARCZYK

SIGNATURE _____

DATE 09/11/2024 LICENSE # 52234

CLIENT		09/11/24					
BID							
CONSTRUCTION							
RECORD							
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	DATE RELEASED						



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Scale	AS SHOWN
Date	09/11/2024
Drawn	AMP3
Checked	AMW
Designed	BARR
Approved	AMW



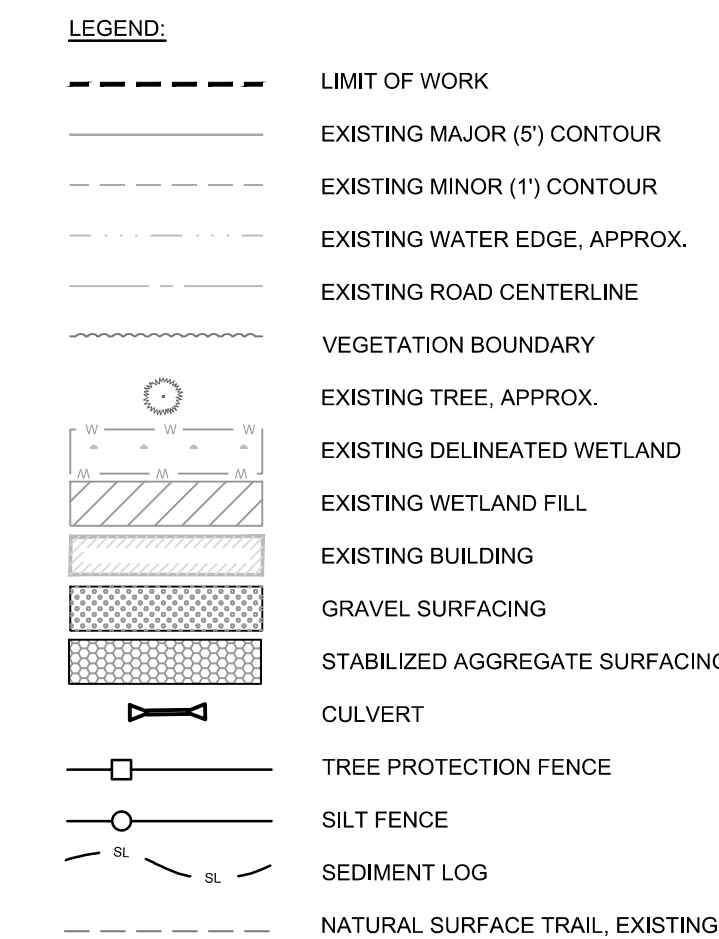
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EROSION CONTROL DETAILS

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(NOT FOR CONSTRUCTION)

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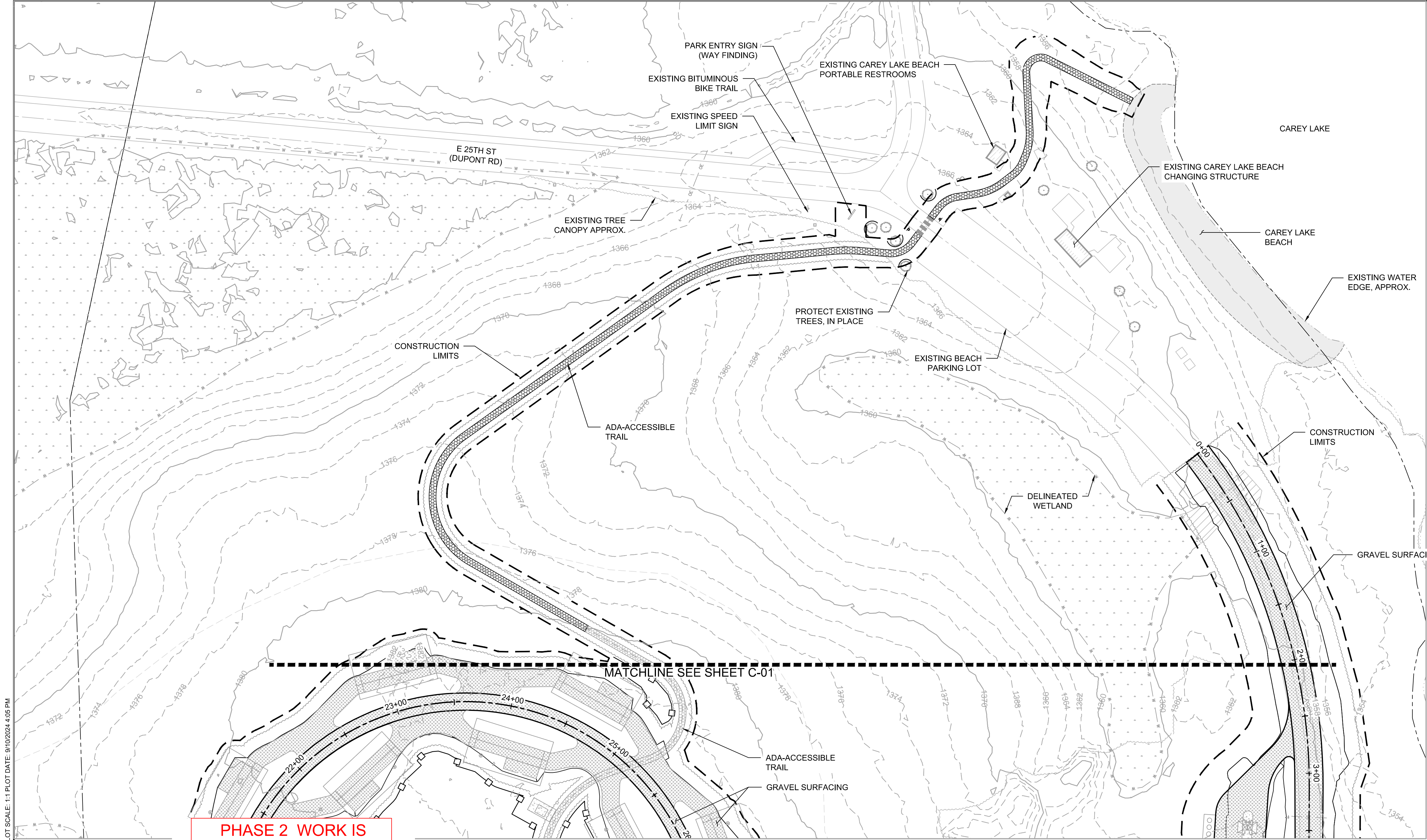
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ADD ALTERNATE 2

Page 64 of 185

CADD USER: ANDREW M. PAPKE LARSON FILE: M:\DESIGN\23692742.01_CAD\23692742_01_SITE PLAN.DWG PLOT SCALE: 1:1 PLOT DATE: 9/10/2024 1:05 PM



- LEGEND:**
- LIMIT OF WORK
 - EXISTING MAJOR (5') CONTOUR
 - EXISTING MINOR (1') CONTOUR
 - EXISTING WATER EDGE, APPROX.
 - EXISTING ROAD CENTERLINE
 - VEGETATION BOUNDARY
 - NATURAL SURFACE TRAIL, EXISTING
 - EXISTING TREE, APPROX.
 - EXISTING DELINEATED WETLAND
 - EXISTING WETLAND FILL
 - EXISTING BUILDING
 - GRAVEL SURFACING
 - CONCRETE SURFACING
 - ADA-ACCESSIBLE TRAIL
 - SPLIT RAIL FENCING
 - VEHICULAR GATE
 - CULVERT
 - CURB AND GUTTER
 - BUILDING (RESTROOM/SOWER HOUSE)

**PHASE 2 WORK IS
NOT IN CONTRACT
(N.I.C.)
FOR REFERENCE ONLY**

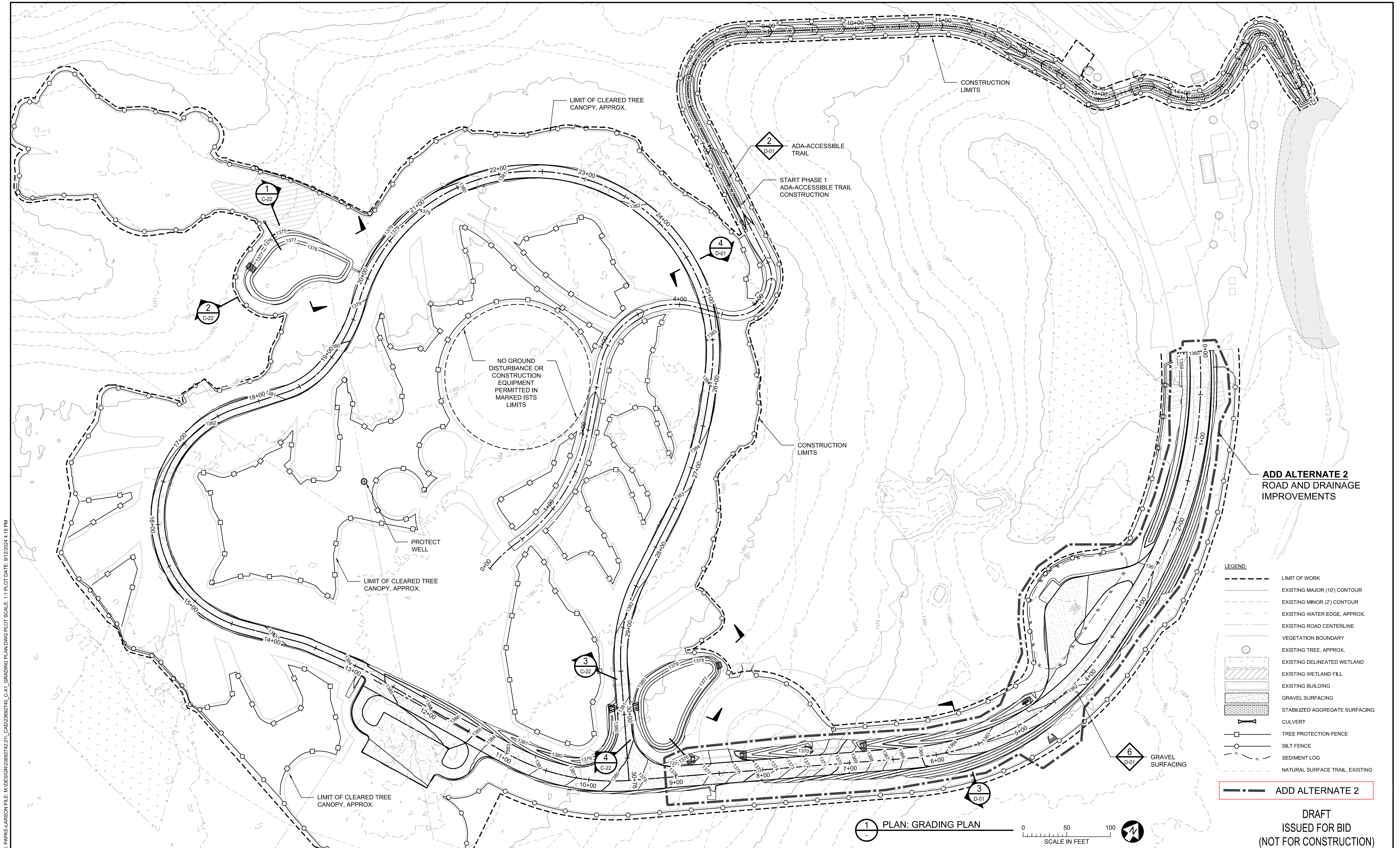
1 PLAN: OVERALL SITE PLAN - CONNECTION TO CAREY LAKE (FOR REFERENCE ONLY)

0 50 100
SCALE IN FEET

**DRAFT
ISSUED FOR BID
(NOT FOR CONSTRUCTION)**

CADD USER: ANDREW						I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.										CLIENT BID CONSTRUCTION RECORD		Project Office: BARR ENGINEERING CO. 3128 14TH AVENUE EAST HIBBING, MN 55746		Scale AS SHOWN Date 09/11/2024 Drawn AMP3 Checked AMW Designed BARR Approved AMW		 CITY OF HIBBING 401 EAST 21ST STREET HIBBING, MN 55746	CAREY LAKE CAMPGROUND CAREY LAKE PARK				BARR PROJECT No. 23692742.00			
						PRINTED NAME PAUL TOKARCZYK																	CLIENT PROJECT No.							
						SIGNATURE																								
						DATE 09/11/2024 LICENSE # 45025										RELEASED TO/FOR														
NO.	BY	CHK.	APP.	DATE	REVISION DESCRIPTION																		OVERALL SITE PLAN (FOR REFERENCE ONLY)				DWG. No. C-06		REV. No. B	

CADD USER: ANDREW.M. PARKER\ARSON FILE: M:\DESIGN\23692742.DWG_CADD\23692742.DWG_CADD GRADING PLAN DWG PLOT SCALE: 1"=11' PLOT DATE: 9/12/2024 4:15 PM



NO.	BY	CHK.	APP.	DATE	REVISION DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINTED NAME: PAUL TOKARCZYK

SIGNATURE: _____

DATE: 09/13/2024 LICENSE #: 45025

CLIENT	BID	CONSTRUCTION	RECORD	RELEASED TO/FOR	DATE RELEASED
301324				A	B
				C	0
				1	2
				3	

BARR
Corporate Headquarters:
Minneapolis, Minnesota
Ph: 1-800-632-2277

Project Office:
BARR ENGINEERING CO.
3128 14TH AVENUE EAST
HIBBING, MN 55746
Ph: 1-800-225-1966
Fax: (218) 262-3460
www.barr.com

Scale: AS SHOWN
Date: 09/13/2024
Drawn: AMP3
Checked: AMW
Designed: BARR
Approved: AMW

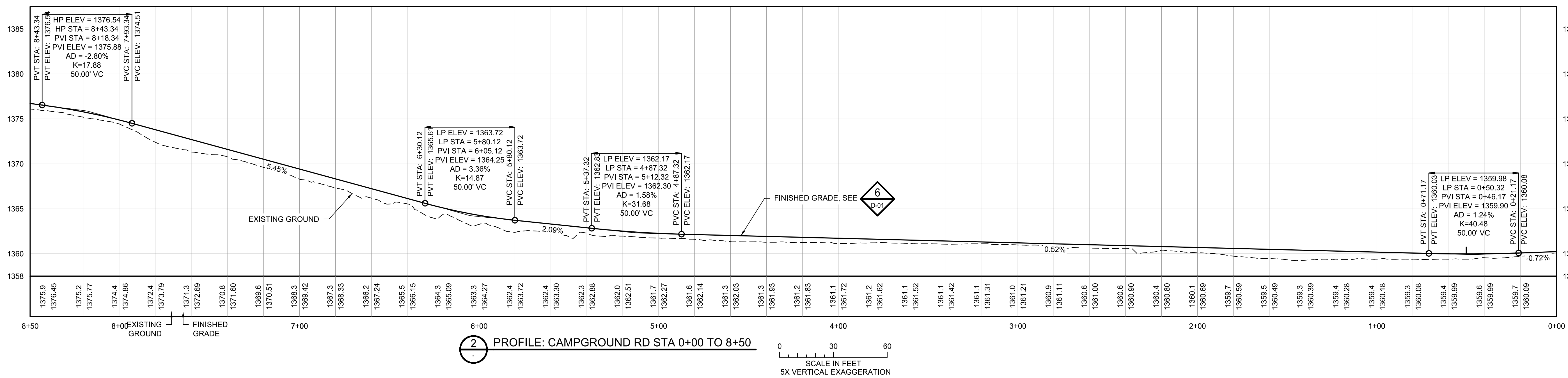
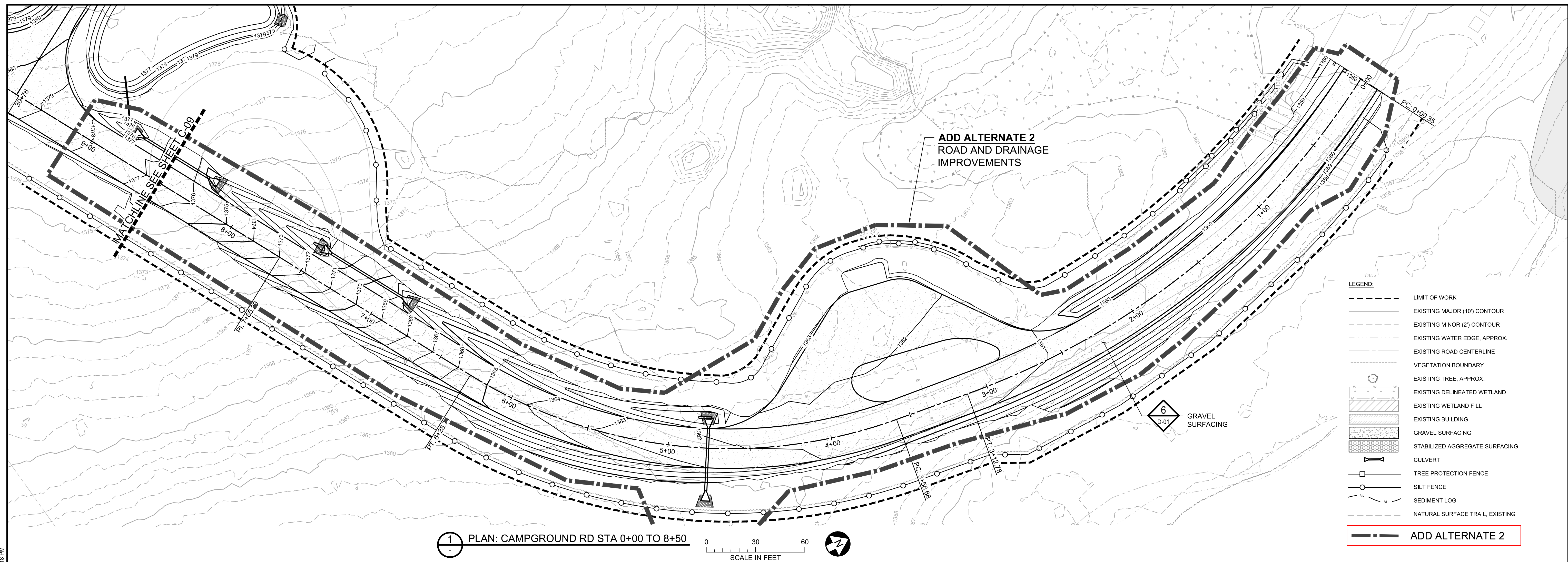
**HIBBING**

CITY OF HIBBING
401 EAST 21ST STREET
HIBBING, MN 55746

PHASE 1 CAMPGROUND IMPROVEMENTS
CAREY LAKE PARK
GRADING PLAN

DRAFT
ISSUED FOR BID
(NOT FOR CONSTRUCTION)

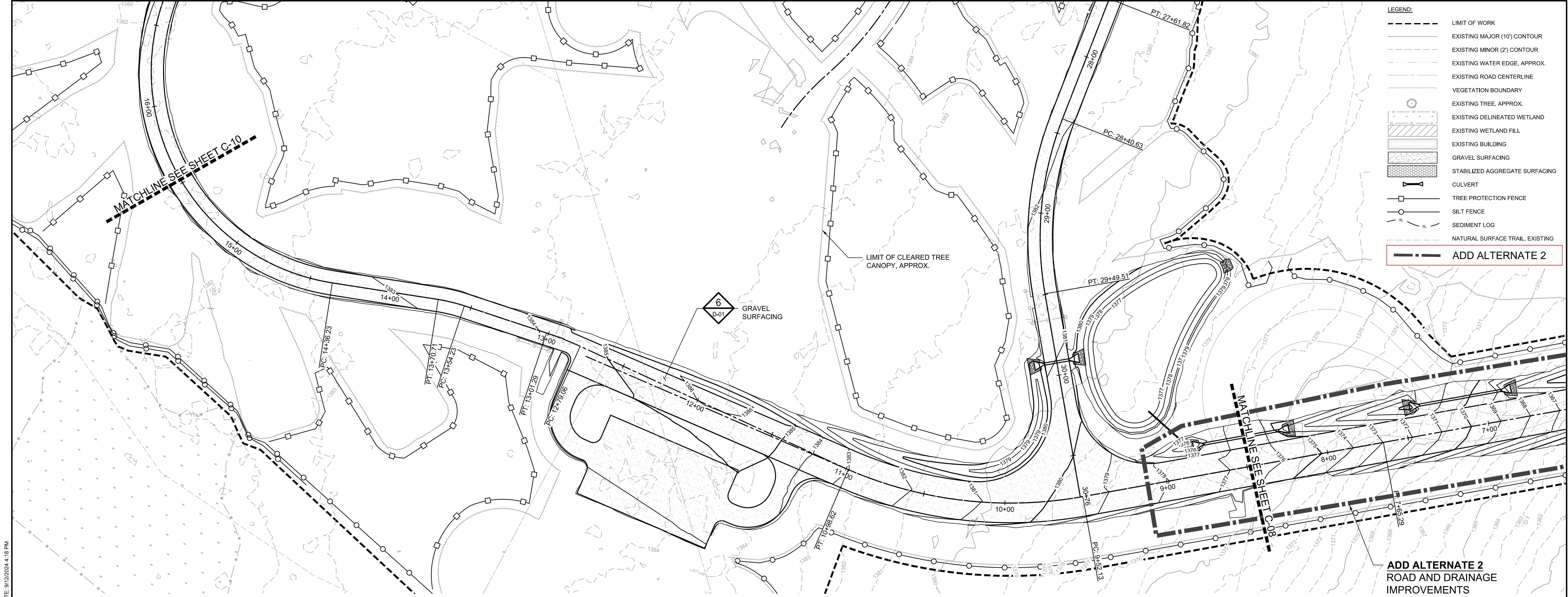
BARR PROJECT No.
23692742.00
CLIENT PROJECT No.
DWG. No. C-07
REV. No. B



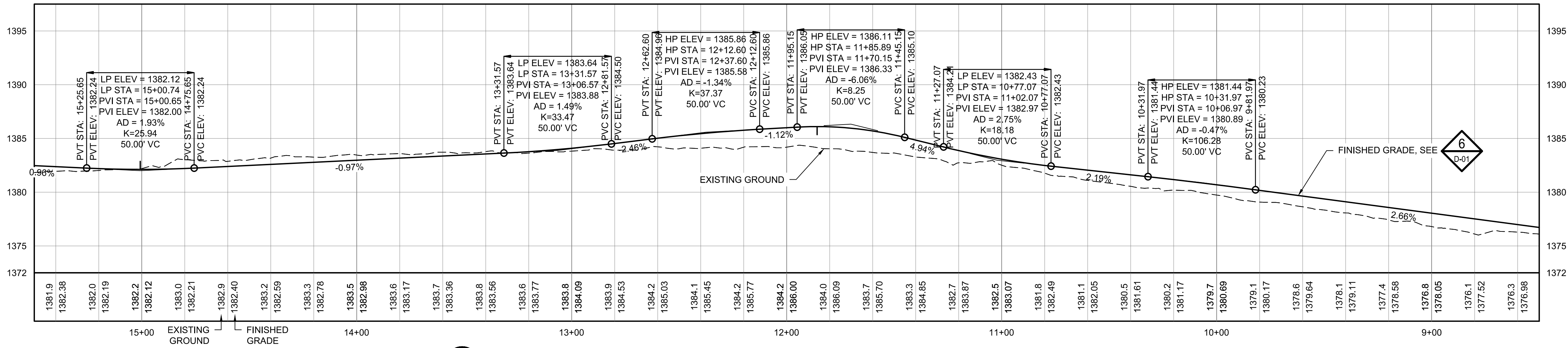
DRAFT
ISSUED FOR BID
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						I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.						CLIENT 29/12/24 BID CONSTRUCTION RECORD											
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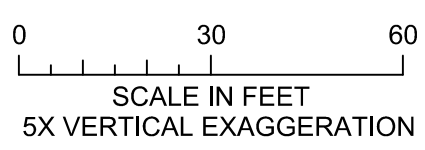
CADD USER: ANDREW.M. PARKER\ARSON FILE: M:\DESIGN\23692742\01_CADD\23692742_CADD\GRADINGS PLAN AND PROFILE\DWG PLOT SCALE: 1:1 PLOT DATE: 9/12/2024 4:18 PM



1 PLAN: CAMPGROUND RD STA 8+50 TO 15+50



2 PROFILE: CAMPGROUND RD STA 8+50 TO 15+50



NO.	BY	CHK	APP.	DATE	REVISION DESCRIPTION

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PRINTED NAME: PAUL TOKARCZYK

SIGNATURE: _____

DATE: 09/13/2024 LICENSE #: 45025

CLIENT	BID	CONSTRUCTION	RECORD	RELEASED TO/FOR	DATE RELEASED
391324				A	B
				C	0
				1	2
				3	

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Ph: 1-800-225-1966
Fax: (218) 262-3460
www.barr.com

Scale	AS SHOWN
Date	09/13/2024
Drawn	AMP3
Checked	AMW
Designed	BARR
Approved	AMW

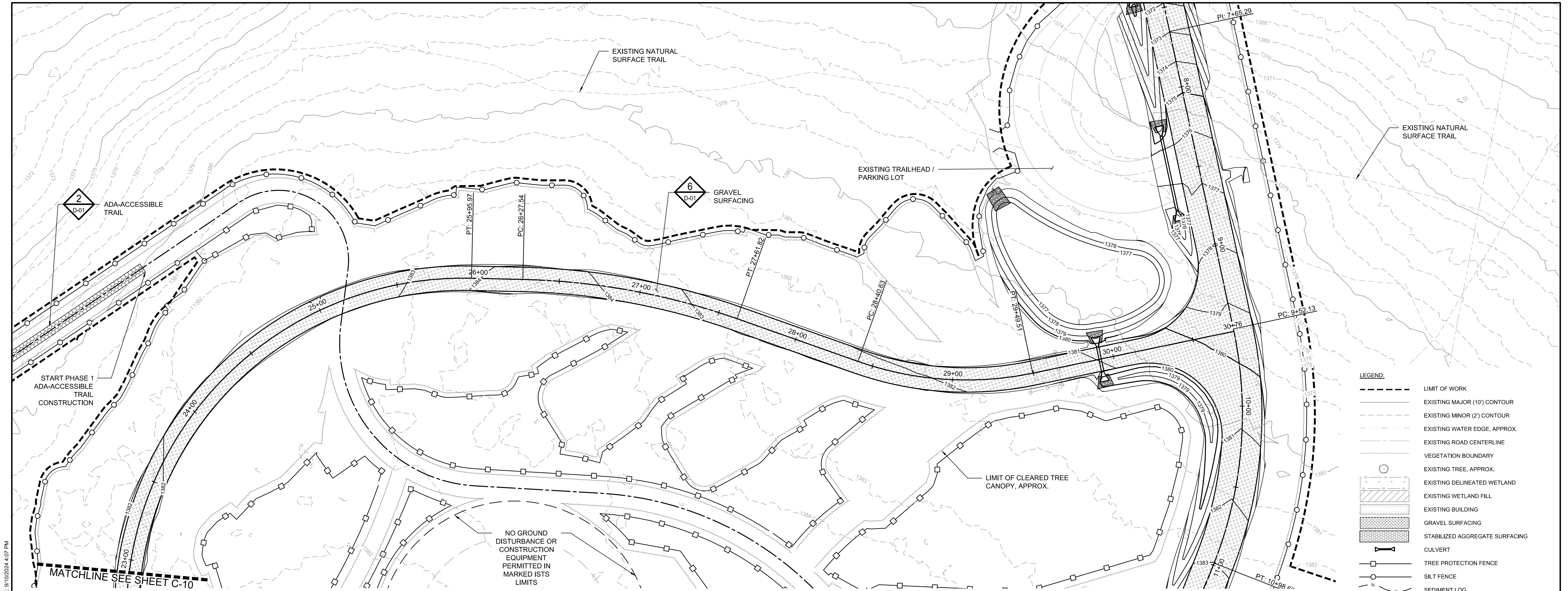
**HIBBING**

CITY OF HIBBING
401 EAST 21ST STREET
HIBBING, MN 55746

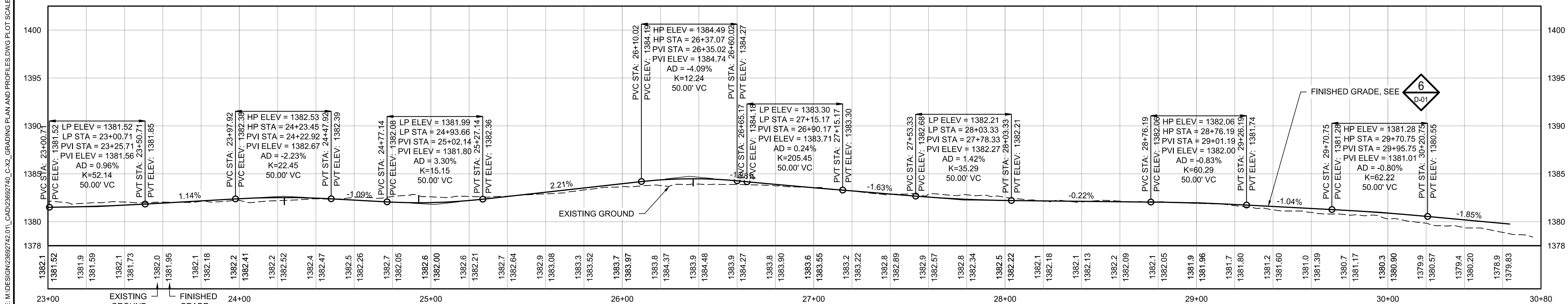
PHASE 1 CAMPGROUND IMPROVEMENTS CAREY LAKE PARK		BARR PROJECT No. 23692742.00	
CAMPGROUND RD PLAN AND PROFILE, STA 8+50 TO 15+50		CLIENT PROJECT No.	
DWG. No. C-09	REV. No. B		

DRAFT
ISSUED FOR BID
(NOT FOR CONSTRUCTION)

CADD USER: ANDREW.M. PARKER\ARSON FILE: M:\DESIGN\23692742.DWG CAD: 23692742.DWG C:\X2 GRADINGS PLAN AND PROFILE DWDWG PLOT SCALE: 1"=10' PLOT DATE: 9/10/2024 4:07 PM



1 PLAN: CAMPGROUND RD STA 23+00 TO 30+75



2 PROFILE: CAMPGROUND RD STA 23+00 TO 30+75

- LEGEND:
- LIMIT OF WORK
 - EXISTING MAJOR (10') CONTOUR
 - EXISTING MINOR (2') CONTOUR
 - EXISTING WATER EDGE, APPROX.
 - EXISTING ROAD CENTERLINE
 - VEGETATION BOUNDARY
 - EXISTING TREE, APPROX.
 - EXISTING DELINEATED WETLAND
 - EXISTING WETLAND FILL
 - EXISTING BUILDING
 - GRAVEL SURFACING
 - STABILIZED AGGREGATE SURFACING
 - CULVERT
 - TREE PROTECTION FENCE
 - SILT FENCE
 - SEDIMENT LOG
 - NATURAL SURFACE TRAIL, EXISTING

NO.	BY	CHK	APP.	DATE	REVISION DESCRIPTION

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PRINTED NAME	PAUL TOKARCZYK
SIGNATURE	
DATE	09/11/2024
LICENSE #	45025

CLIENT	BID	391124
CONSTRUCTION	RECORD	
RELEASED TO/FOR	A	B
DATE RELEASED	C	0
	1	2
	3	

BARR

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Minneapolis, Minnesota
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Fax: (218) 262-3460
www.barr.com

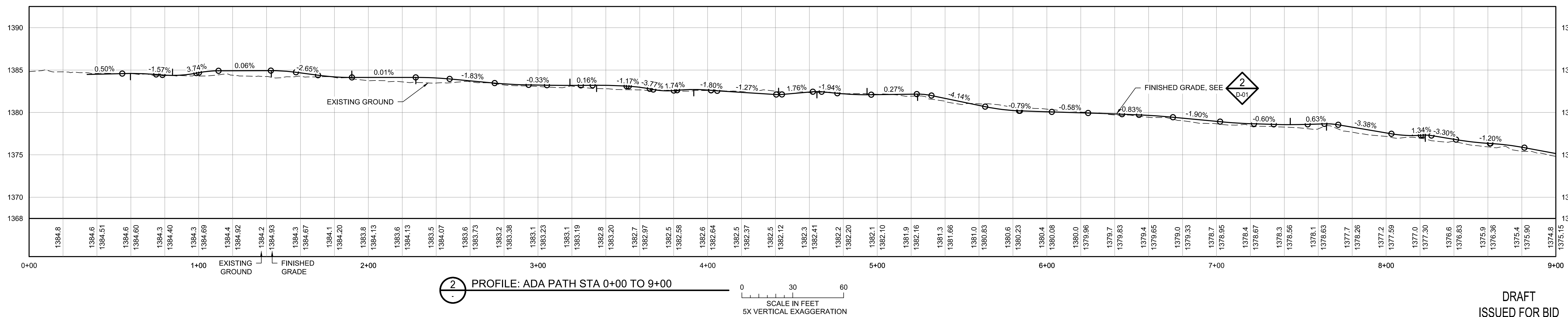
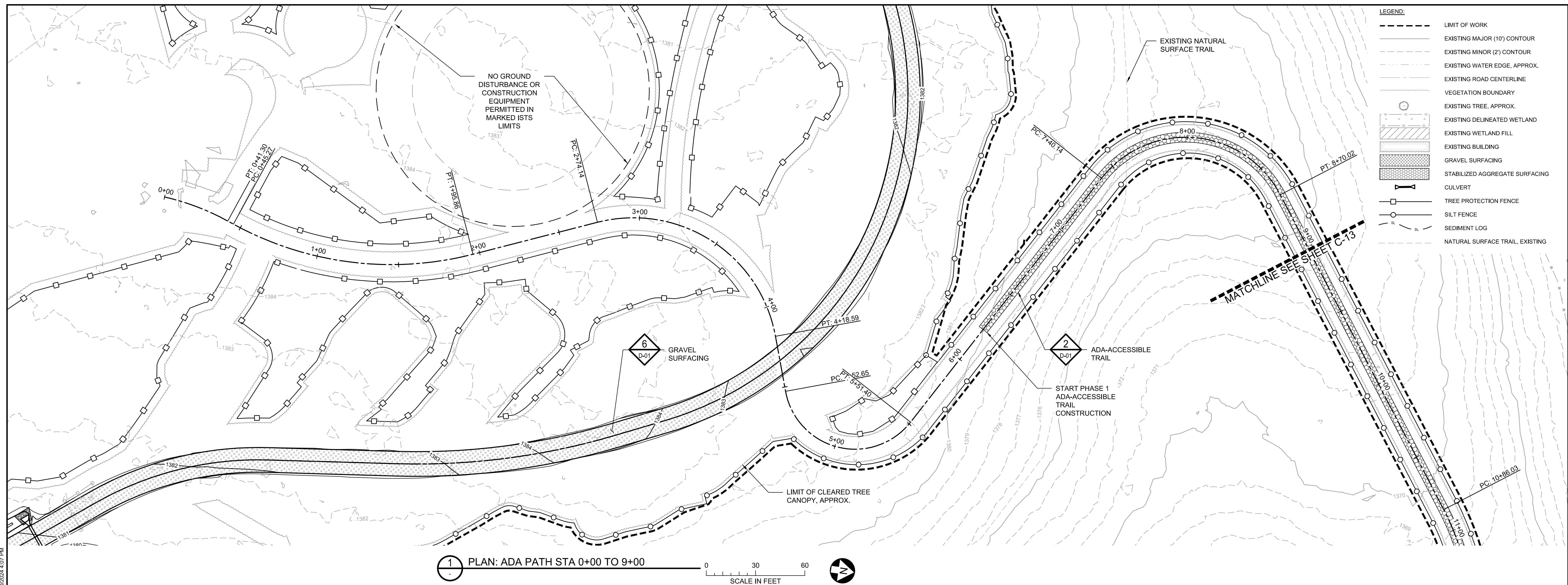
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Date	09/11/2024
Drawn	AMP3
Checked	AMW
Designed	BARR
Approved	AMW



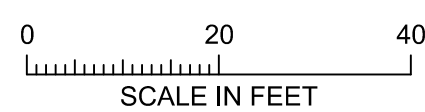
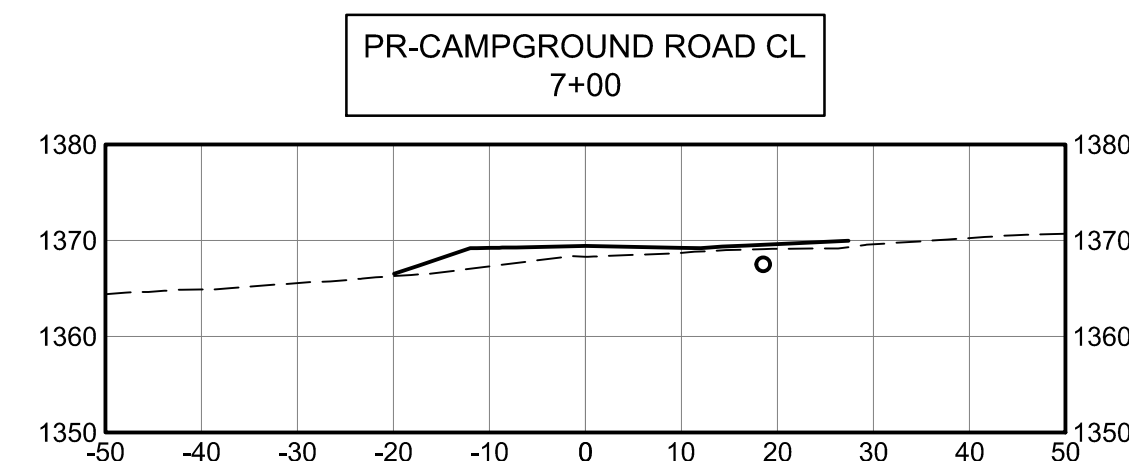
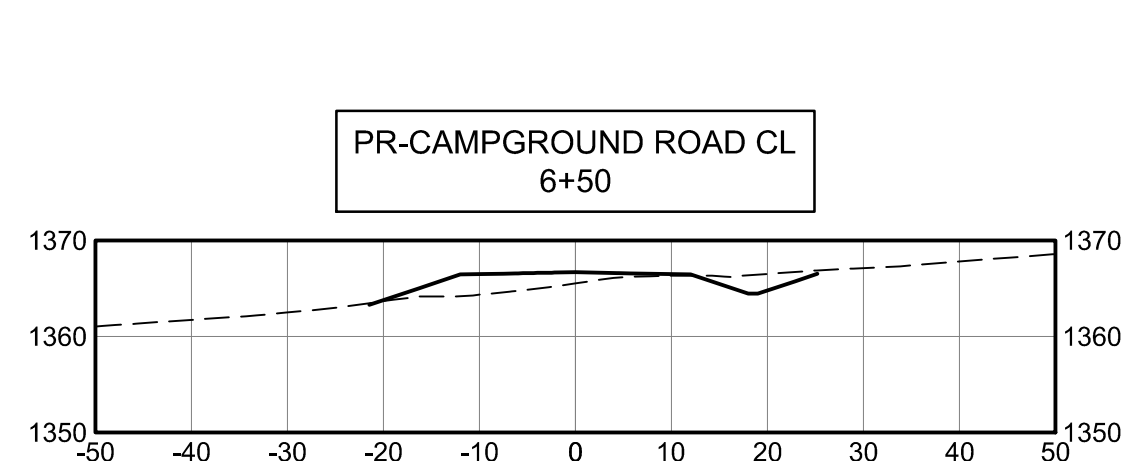
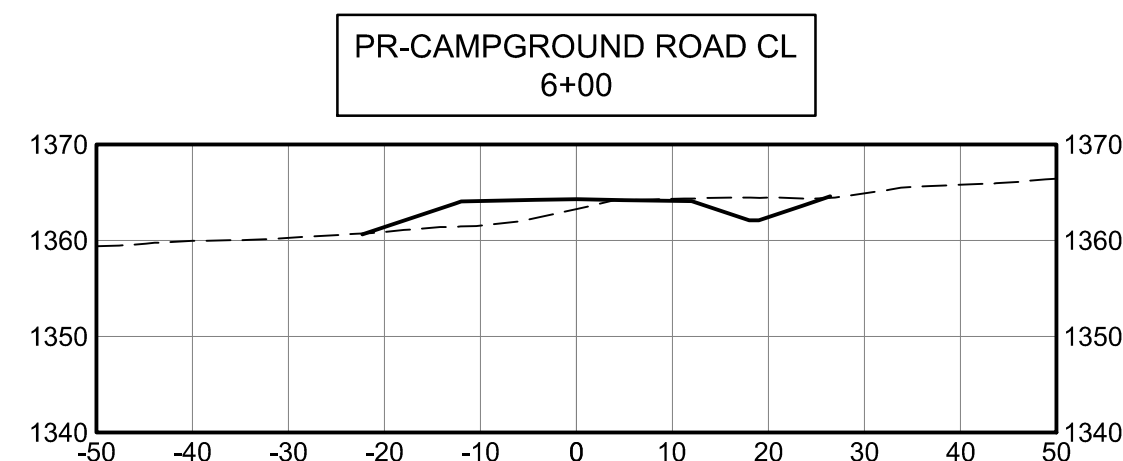
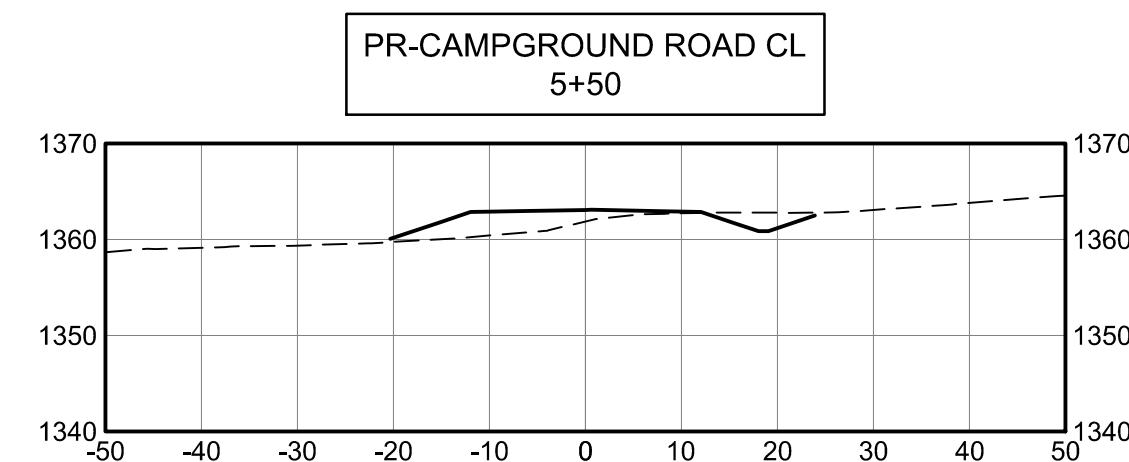
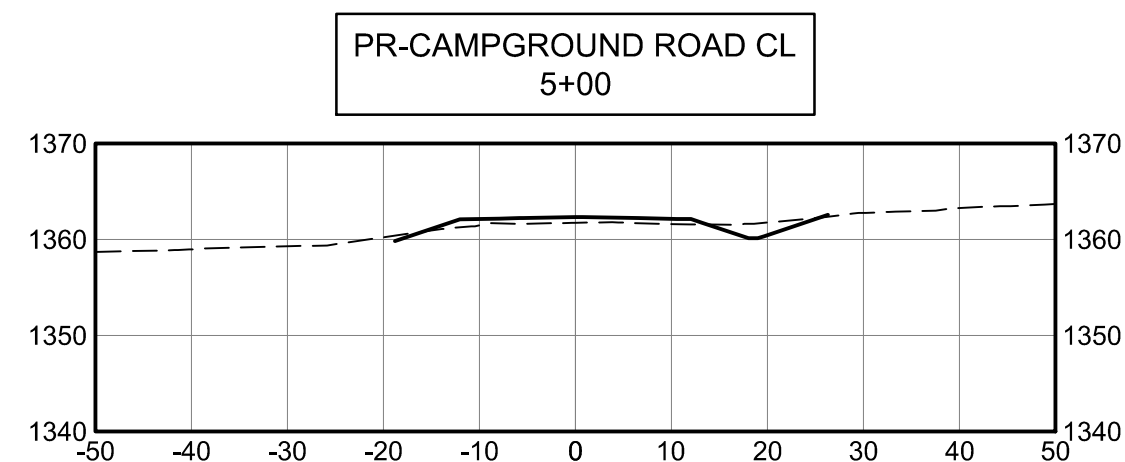
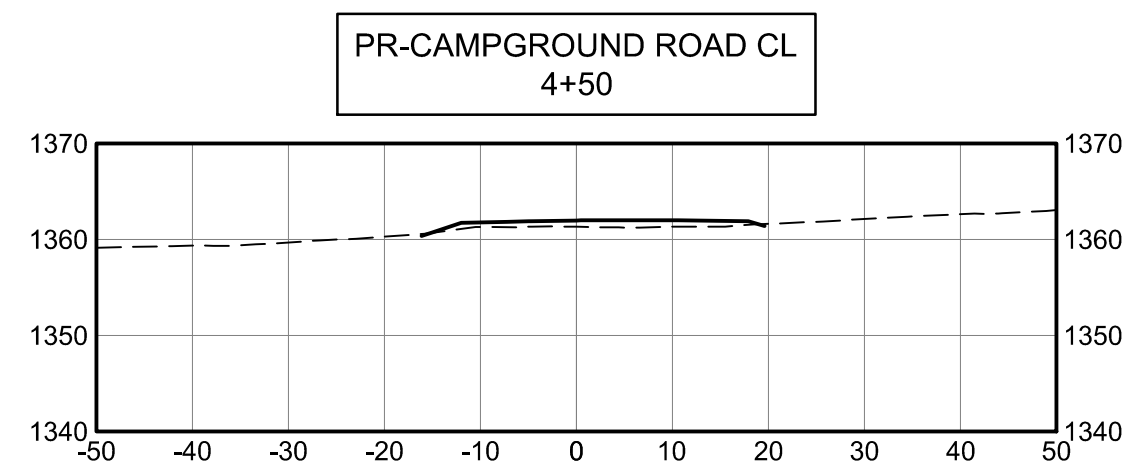
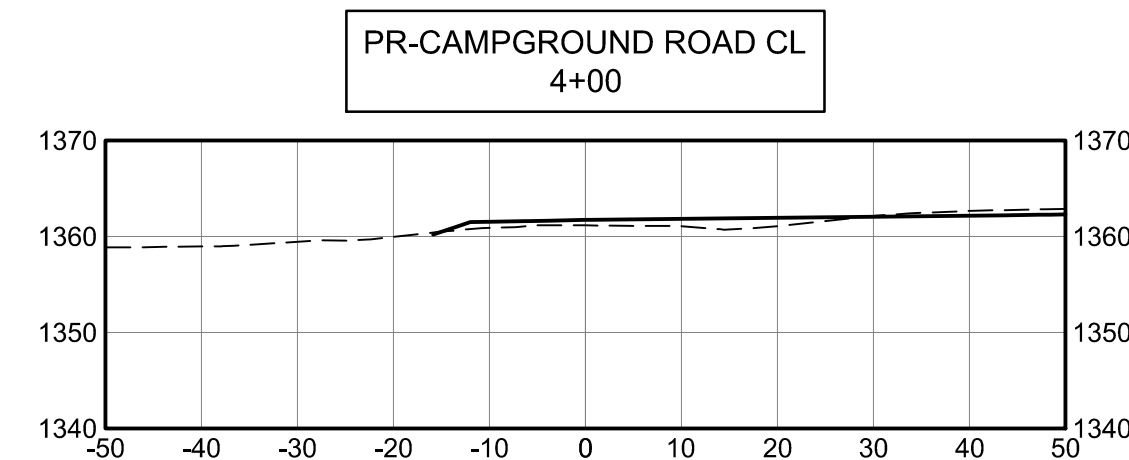
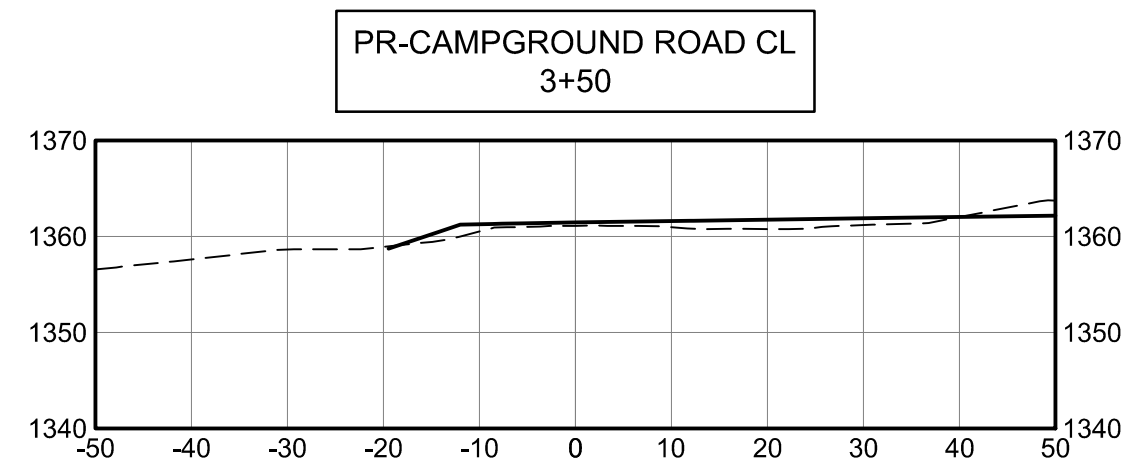
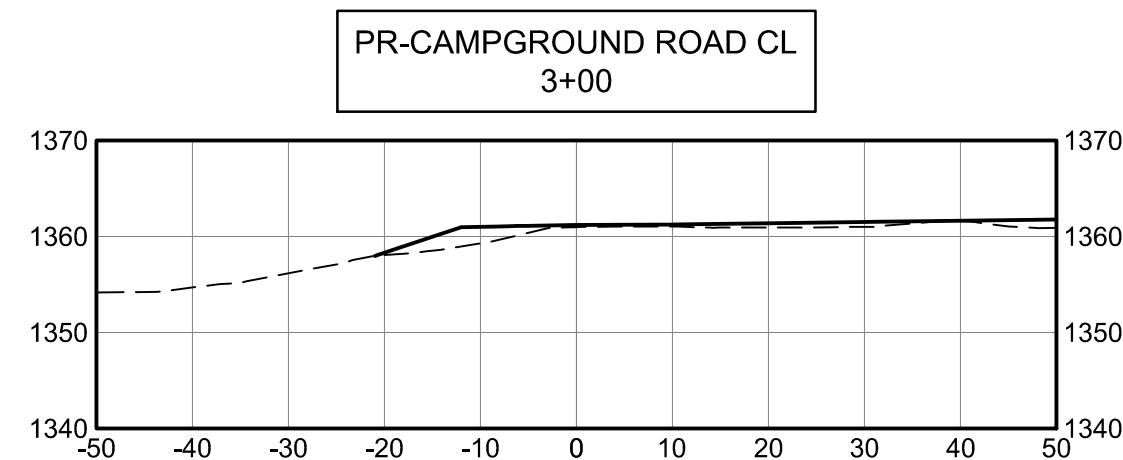
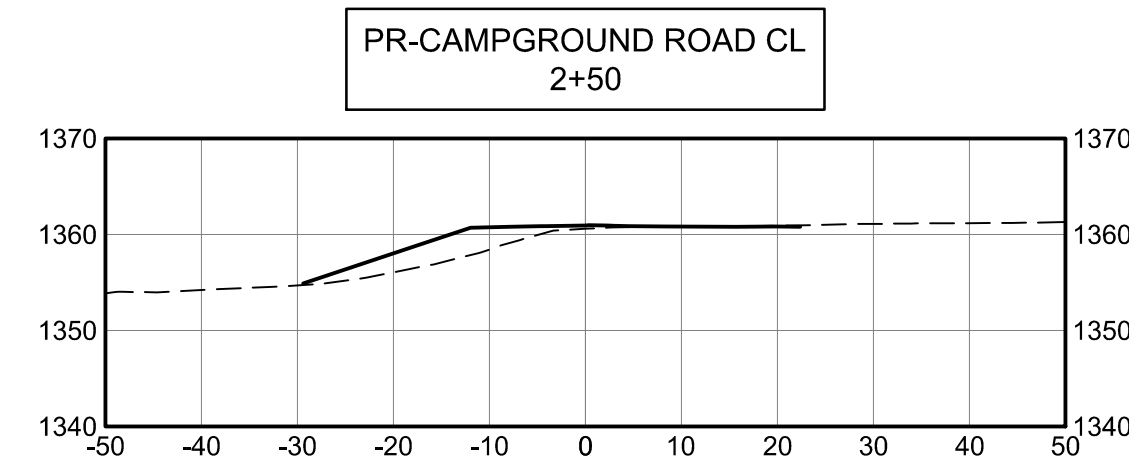
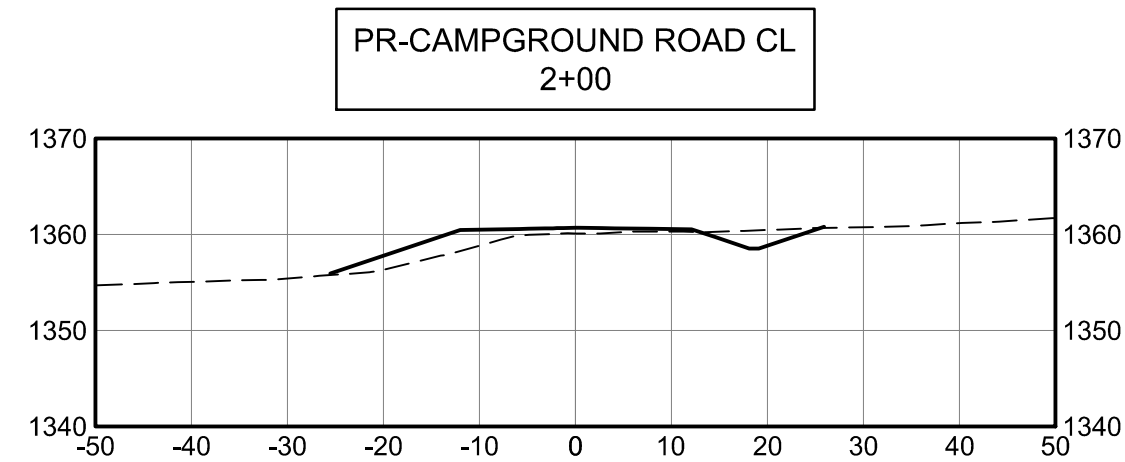
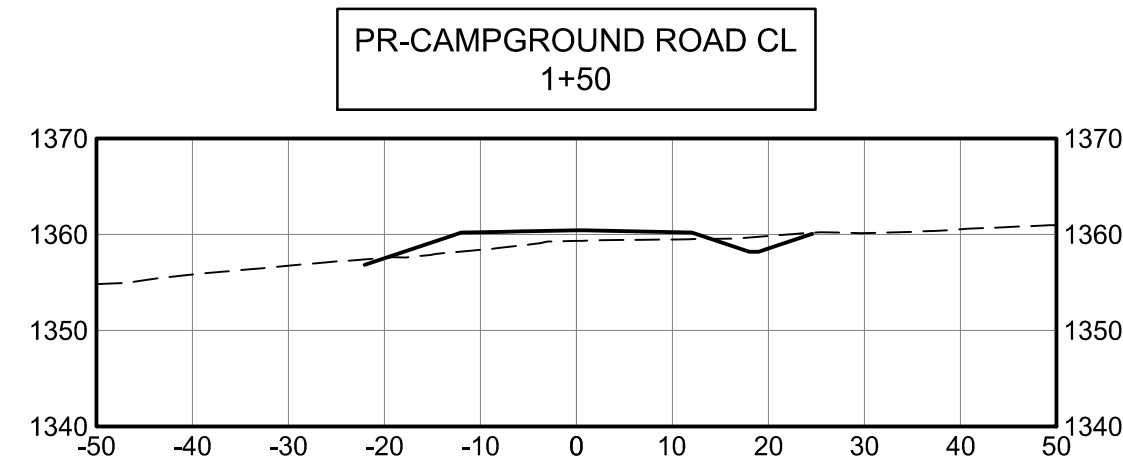
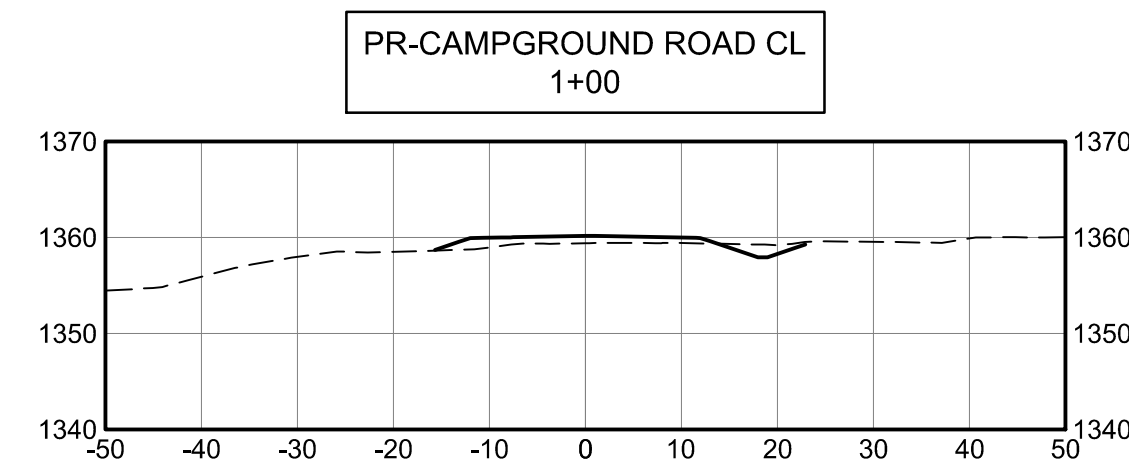
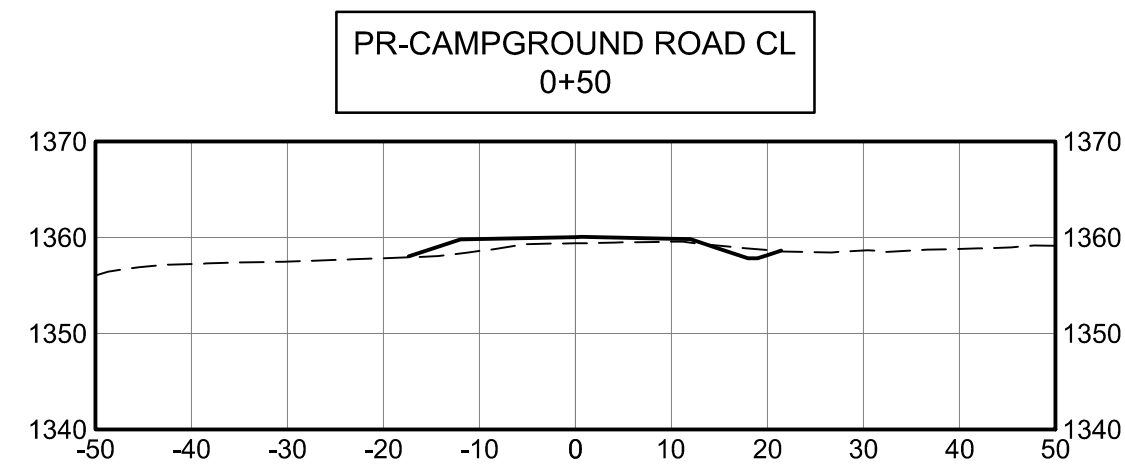
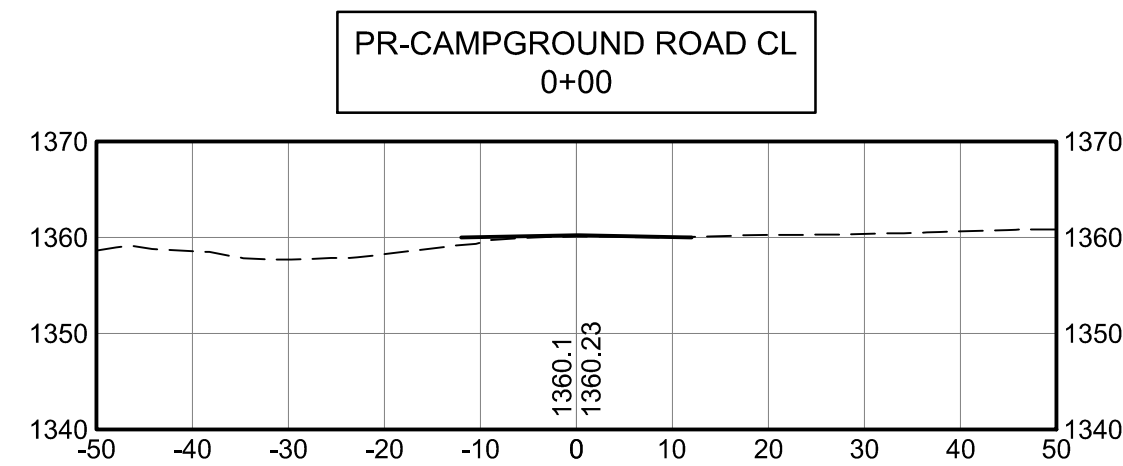
CITY OF HIBBING
401 EAST 21ST STREET
HIBBING, MN 55746

PHASE 1 CAMPGROUND IMPROVEMENTS CAREY LAKE PARK		BARR PROJECT No. 23692742.00	
CAMPGROUND RD PLAN AND PROFILE, STA 23+00 TO 30+75		CLIENT PROJECT No.	
DWG. No. C-11	REV. No. B		

DRAFT
ISSUED FOR BID
(NOT FOR CONSTRUCTION)

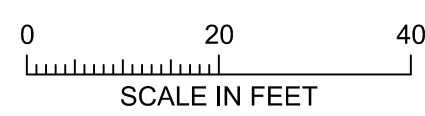
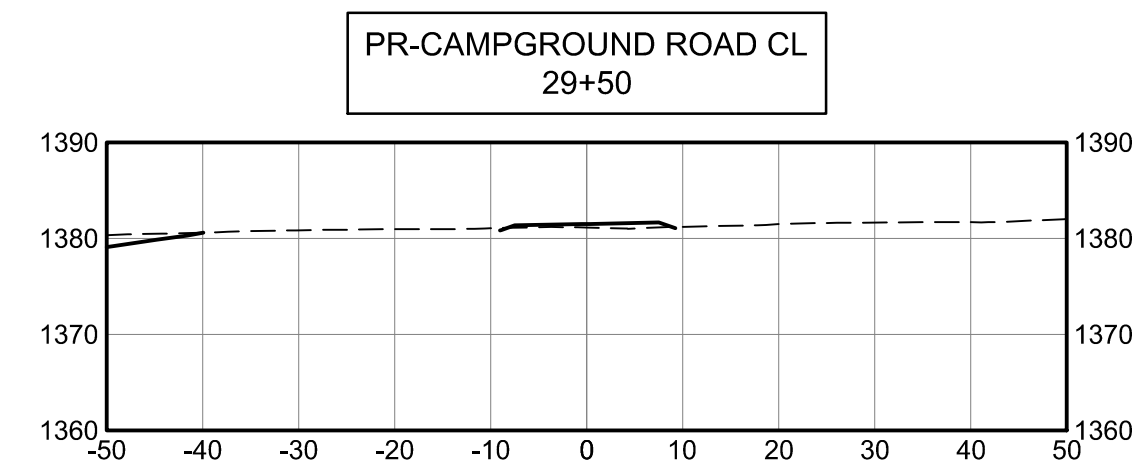
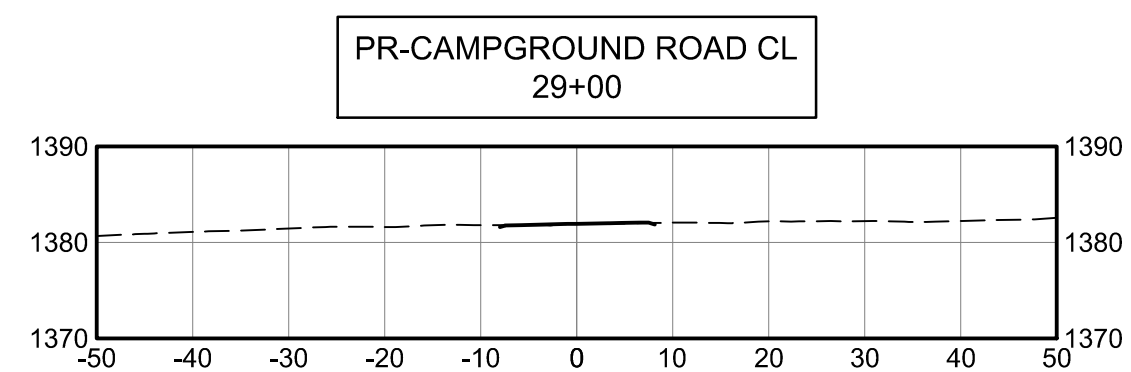
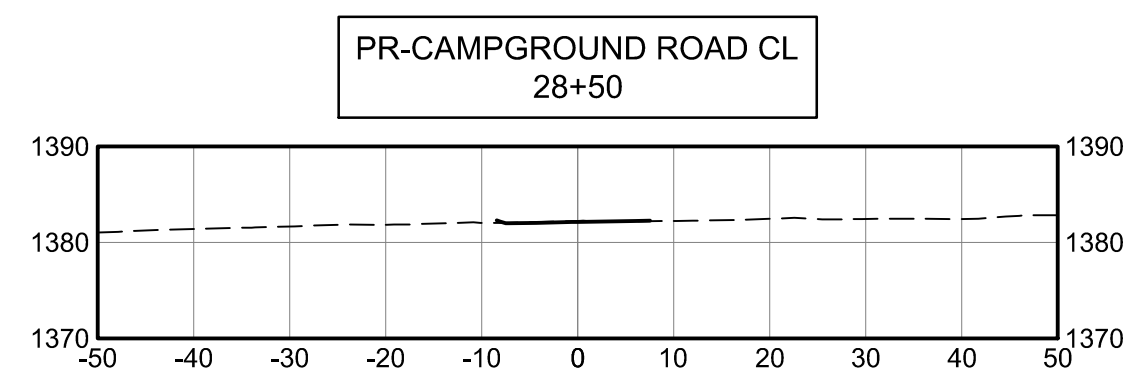
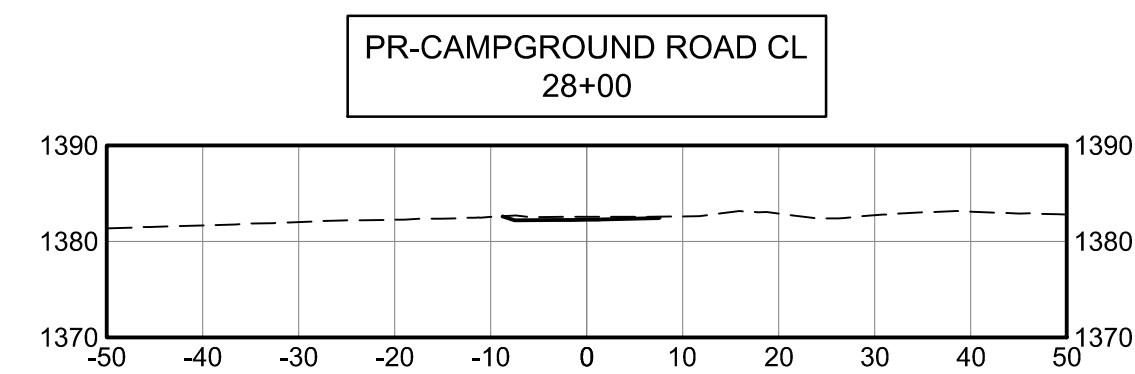
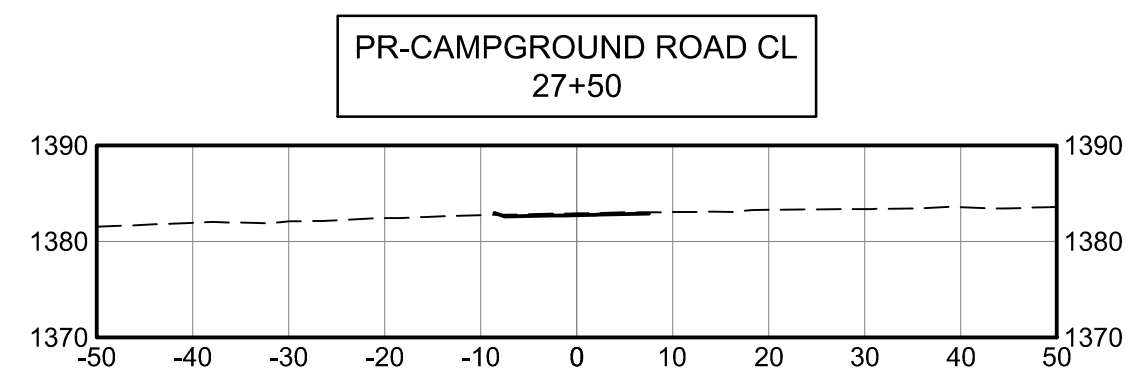
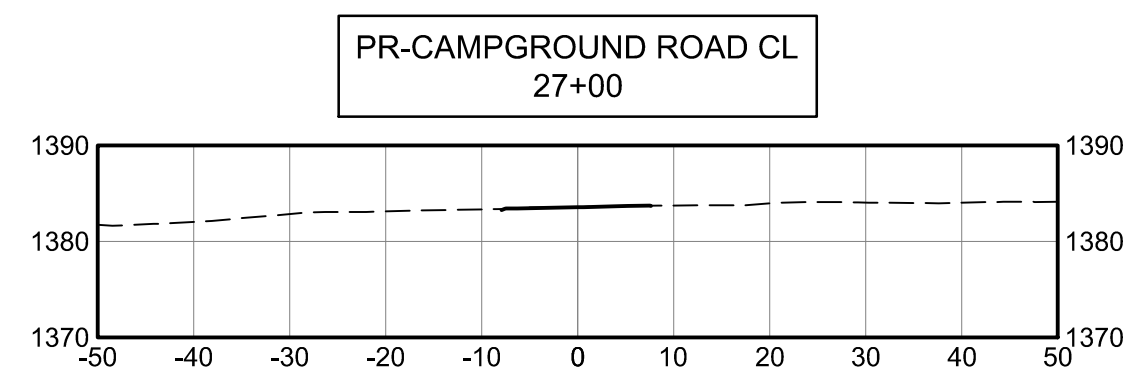
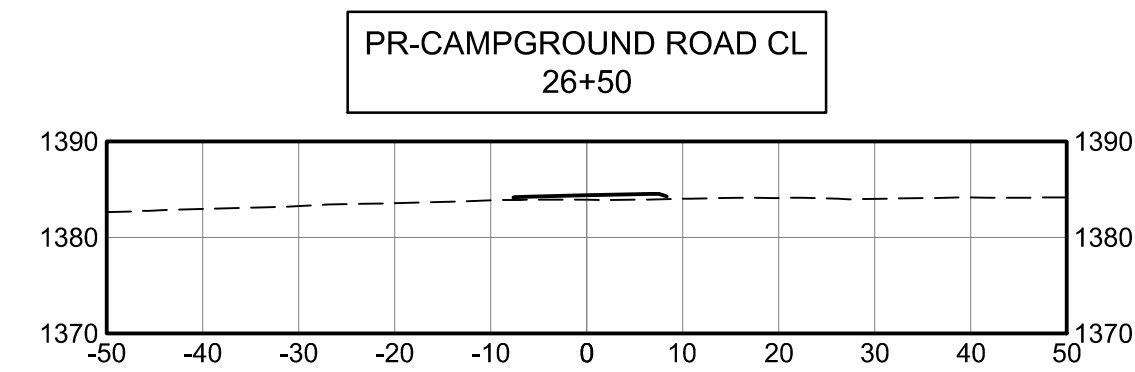
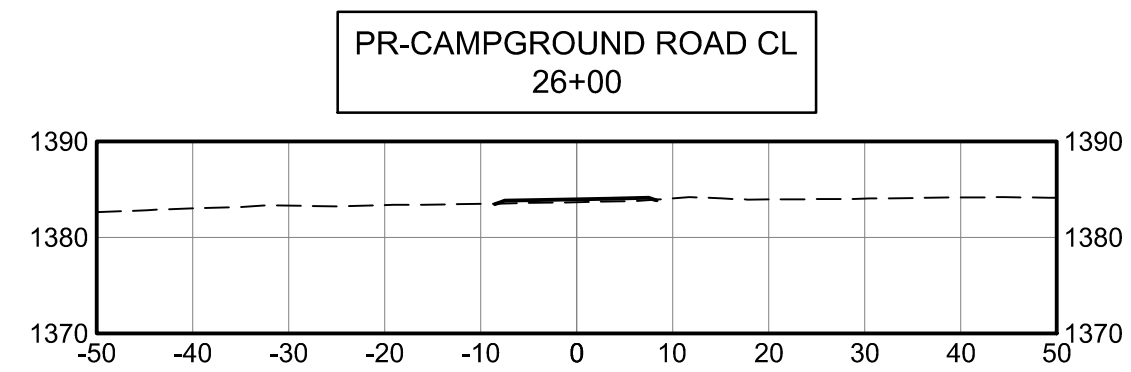
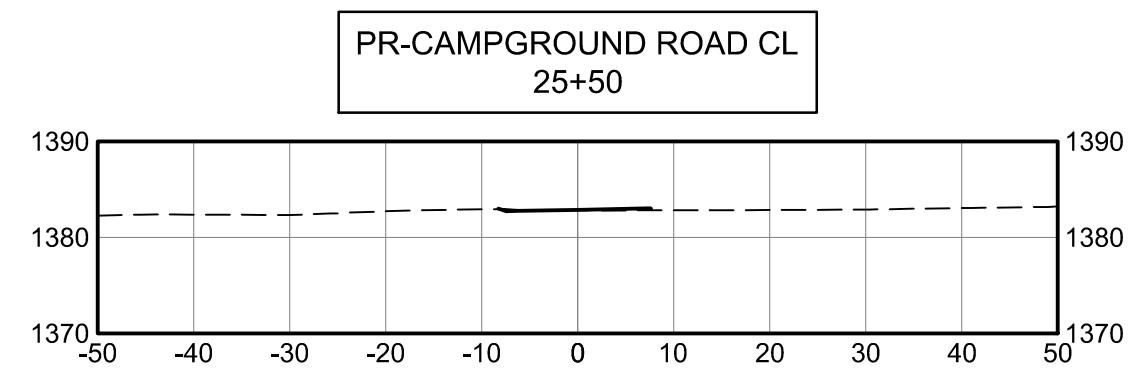
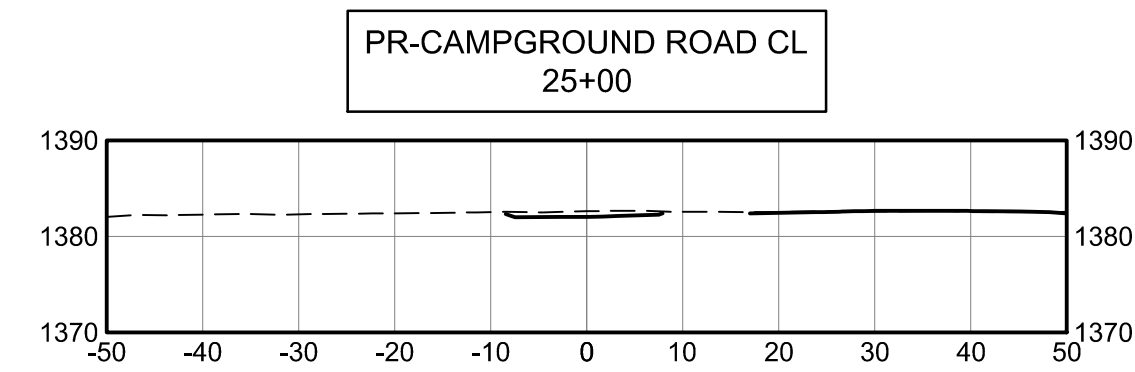
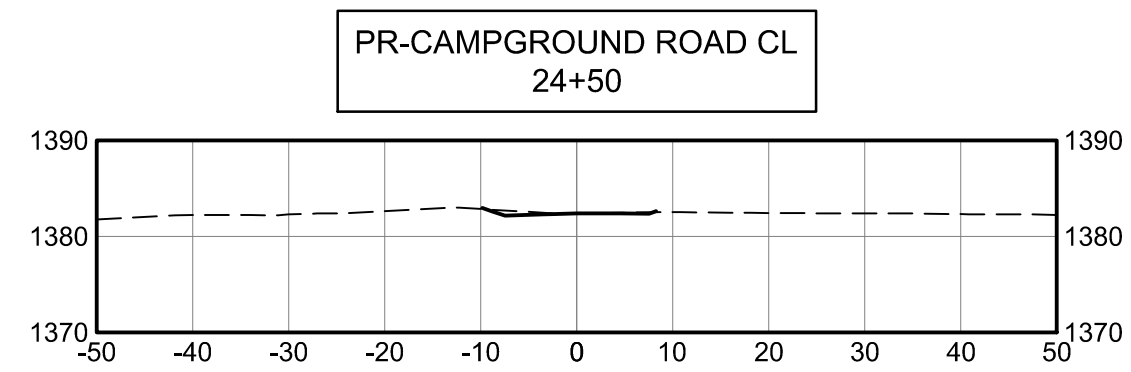
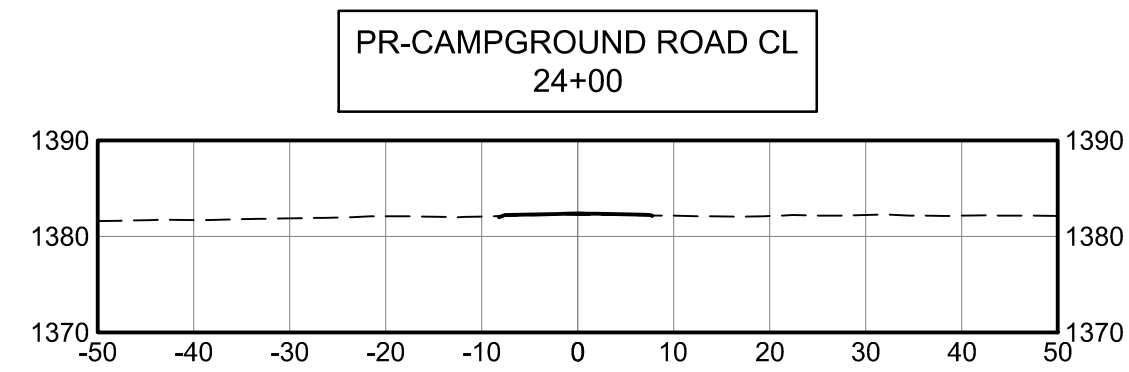
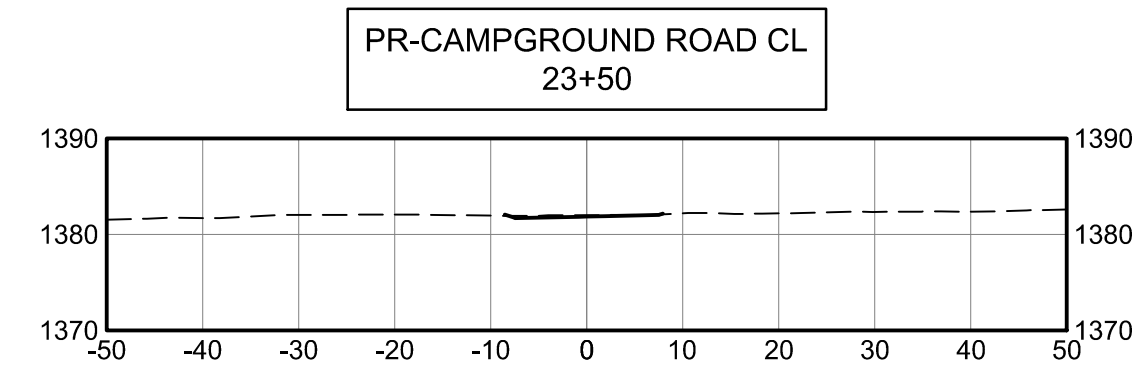
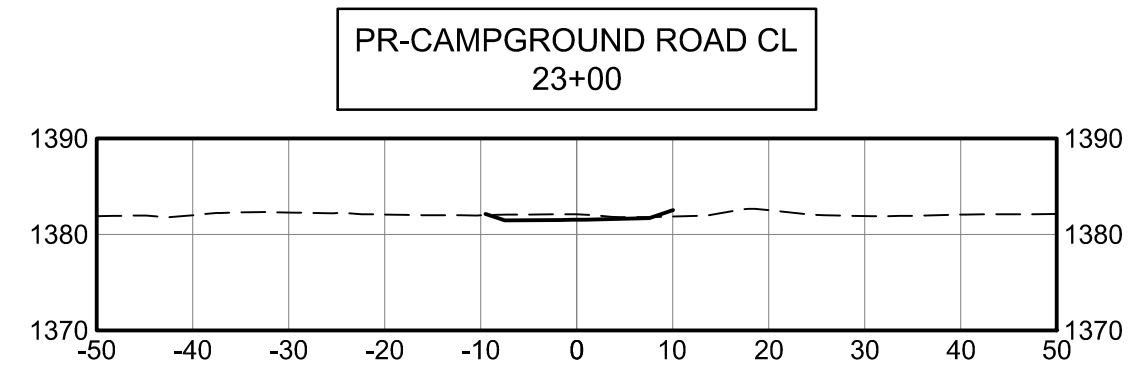
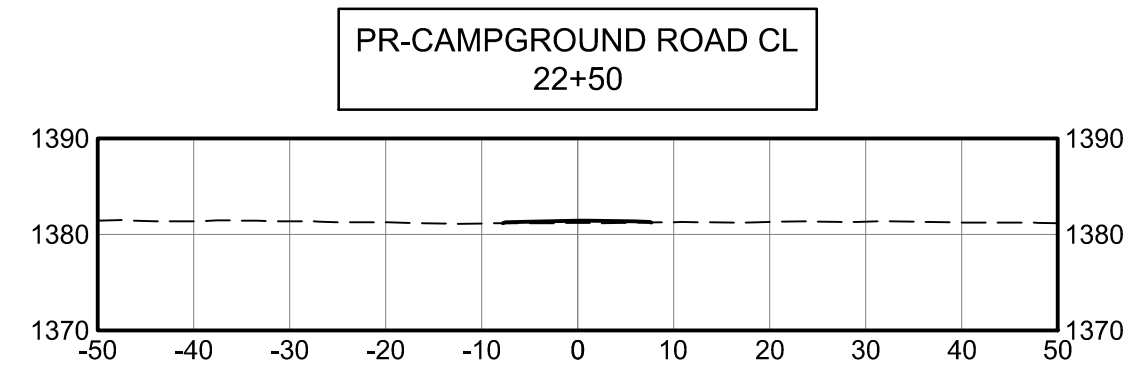


						I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.										CLIENT BID CONSTRUCTION RECORD				09/11/24								Project Office: BARR ENGINEERING CO. 3128 14TH AVENUE EAST HIBBING, MN 55746				Scale AS SHOWN								CITY OF HIBBING 401 EAST 21ST STREET HIBBING, MN 55746				PHASE 1 CAMPGROUND IMPROVEMENTS CAREY LAKE PARK				BARR PROJECT No. 23692742.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
						PRINTED NAME PAUL TOKARCZYK														A B C 0 1 2 3				Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-632-2277				Date 09/11/2024				Drawn AMP3				Checked AMW				Designed BARR				Approved AMW																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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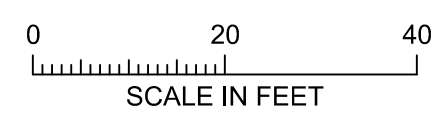
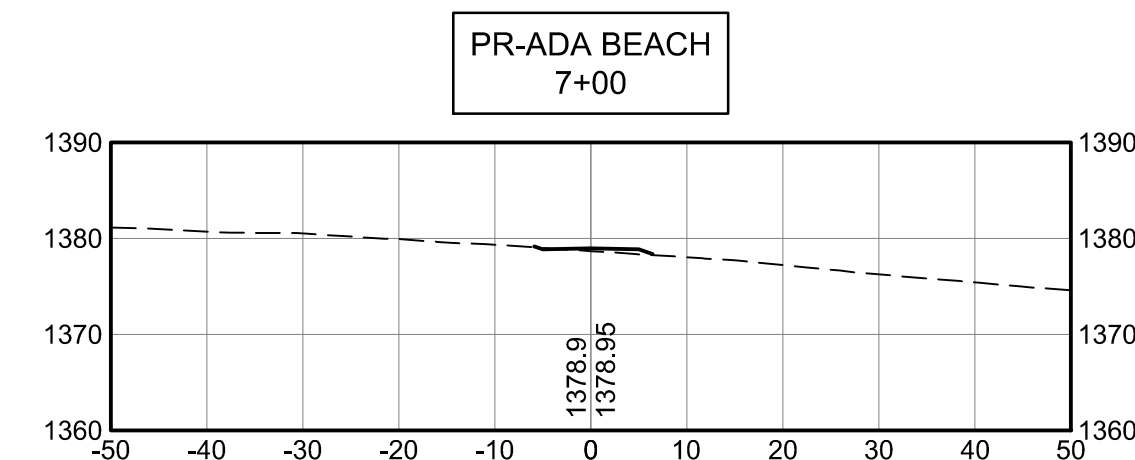
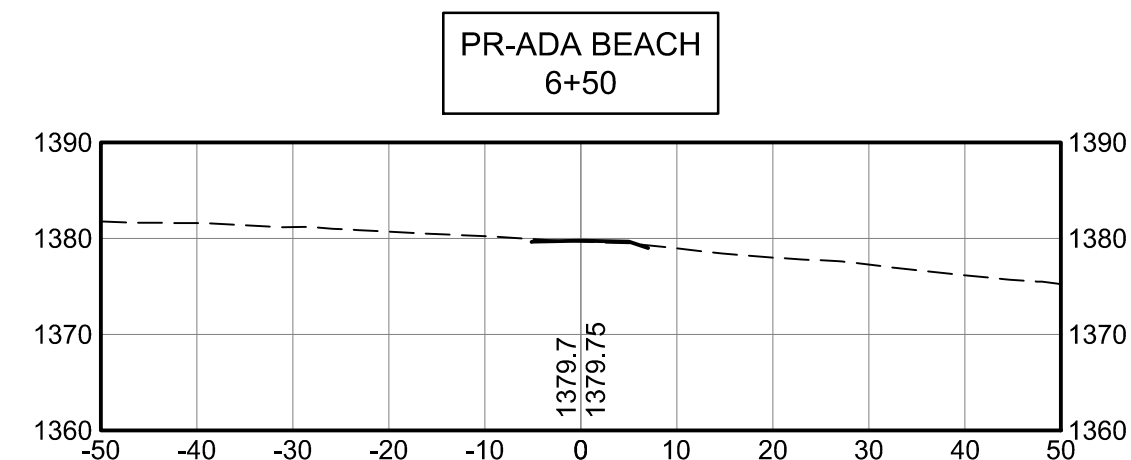
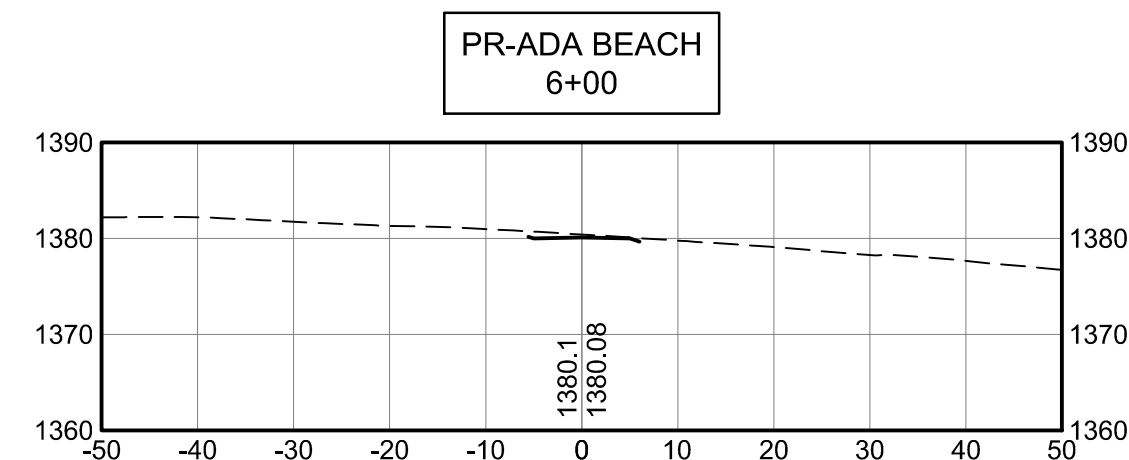
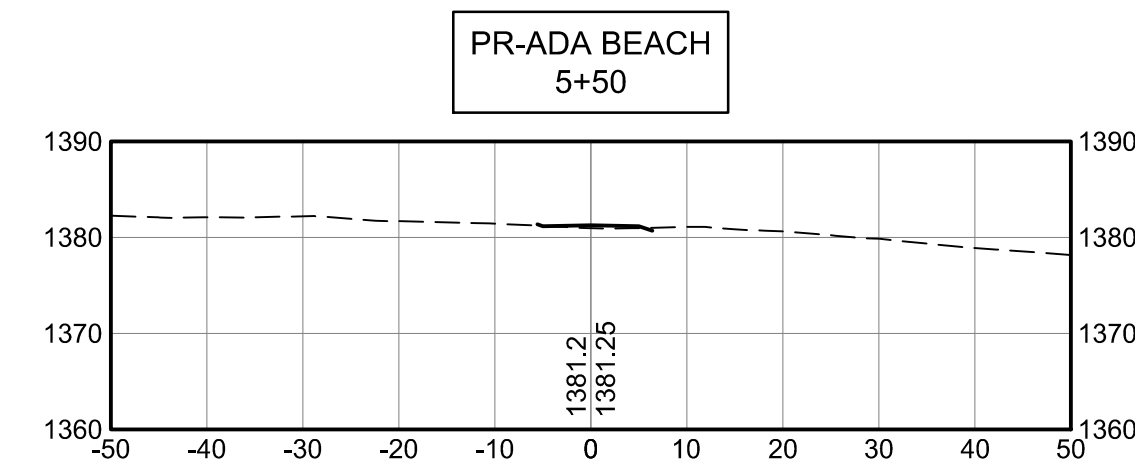
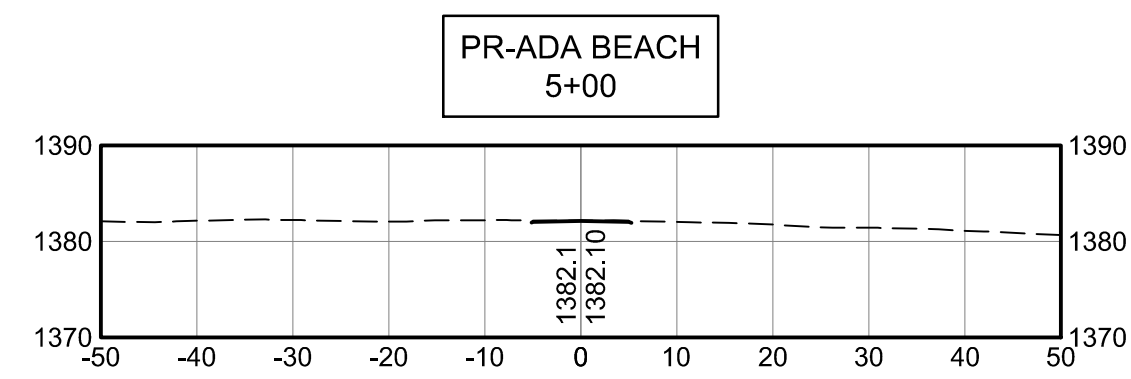
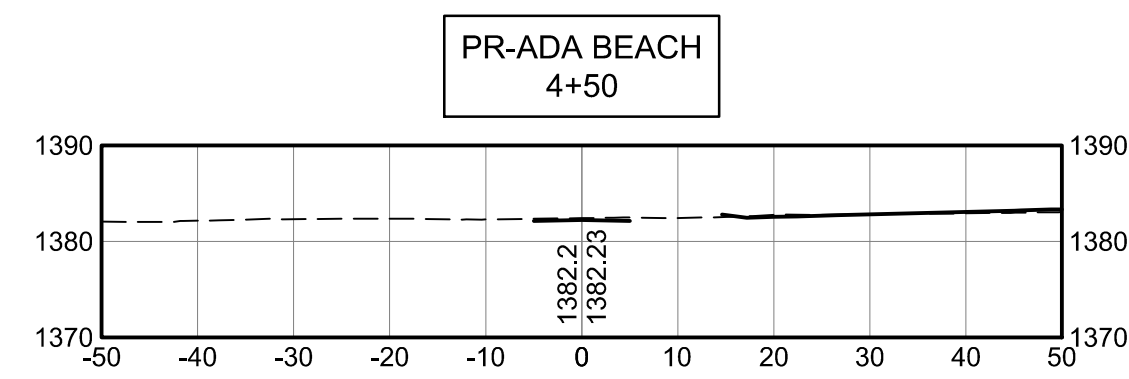
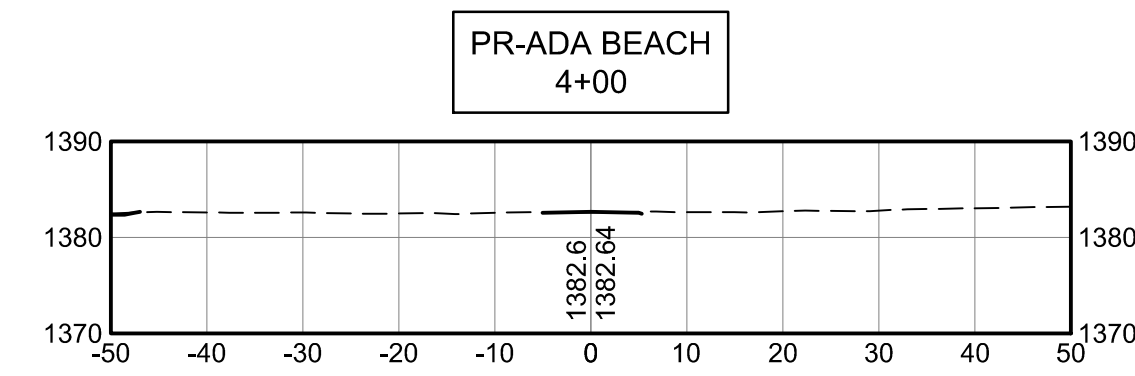
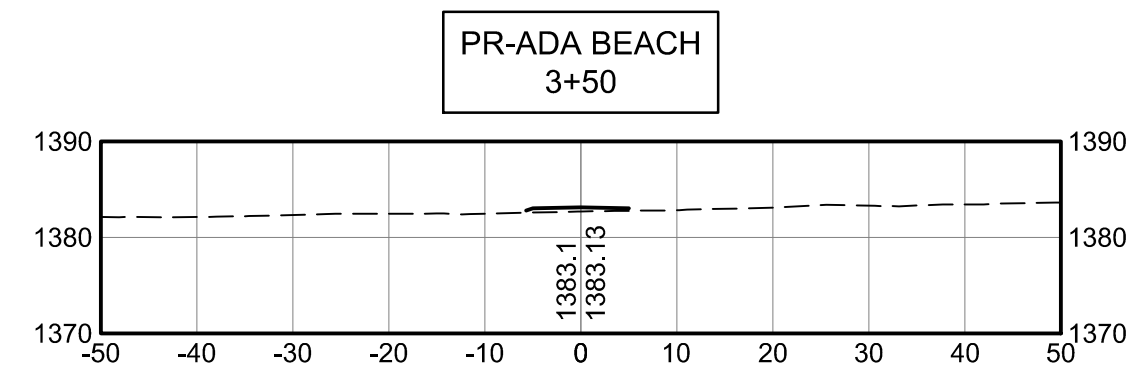
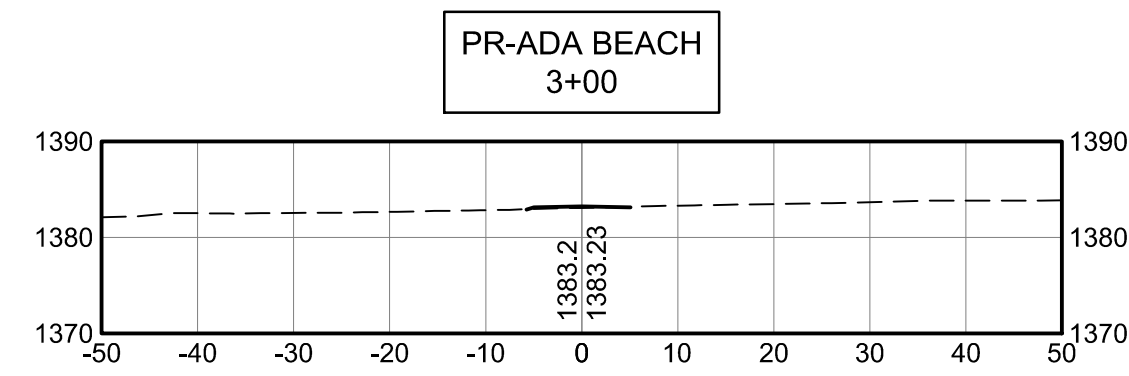
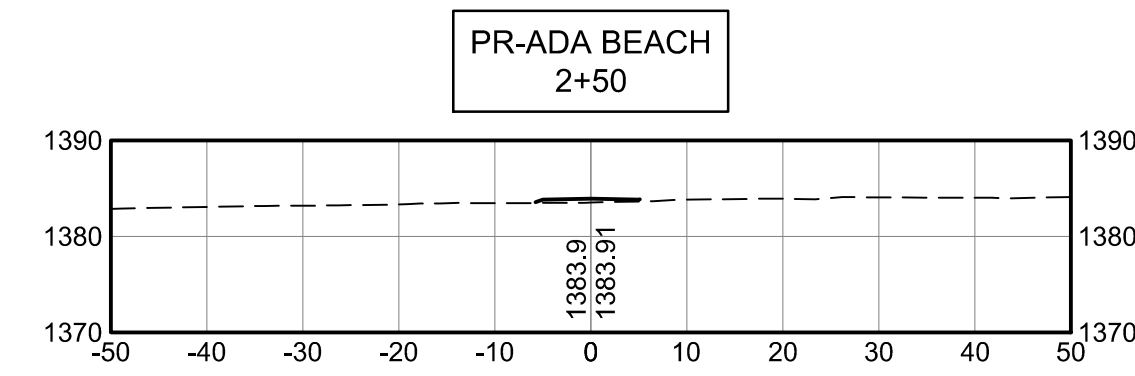
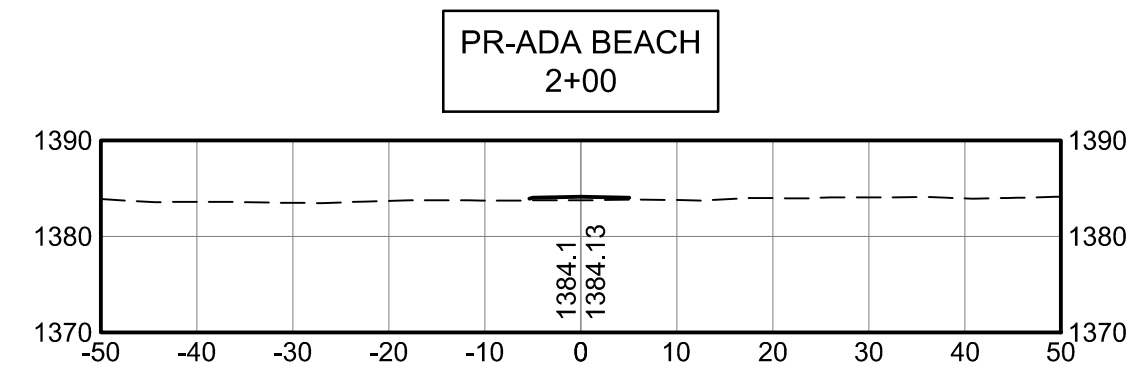
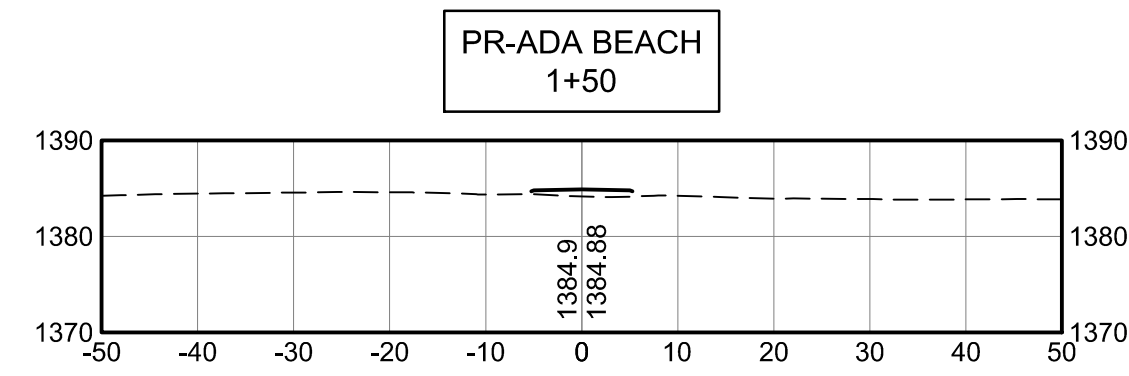
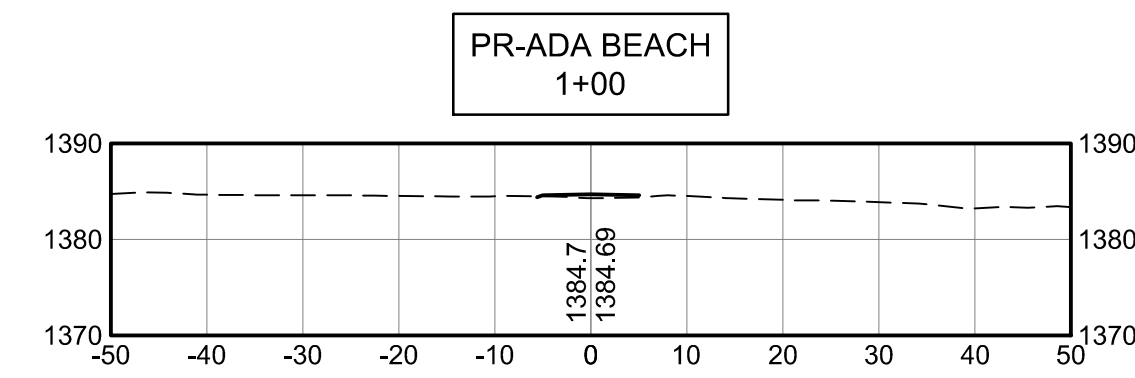
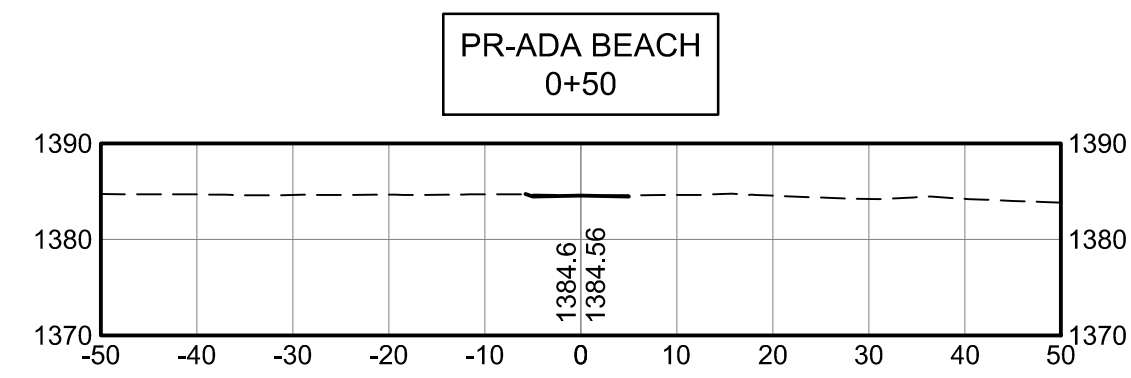
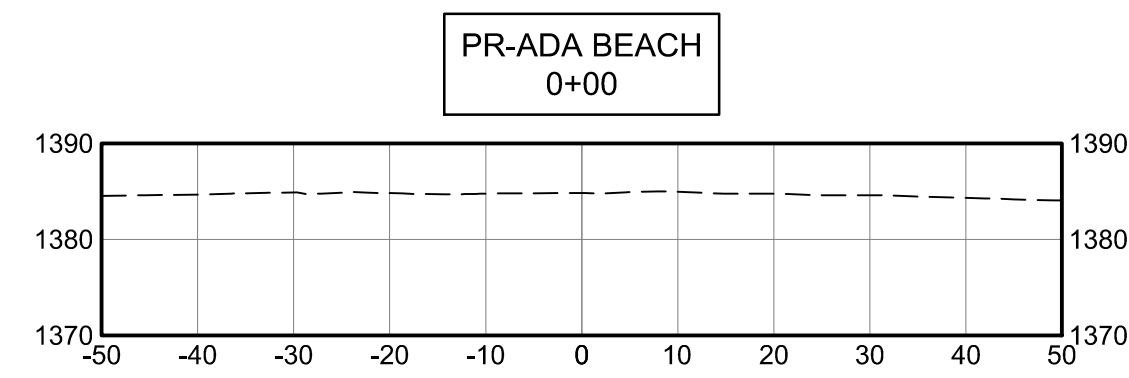


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					I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.					CLIENT BID CONSTRUCTION RECORD					09/11/24										Project Office: BARR ENGINEERING CO. 3128 14TH AVENUE EAST HIBBING, MN 55746					Scale AS SHOWN										CITY OF HIBBING 401 EAST 21ST STREET HIBBING, MN 55746					PHASE 1 CAMPGROUND IMPROVEMENTS CAREY LAKE PARK					BARR PROJECT No. 23692742.00									
					PRINTED NAME PAUL TOKARCZYK					RELEASED TO/FOR					A B C 0 1 2 3					Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-225-1966 Fax: (219) 262-3460 www.barr.com					Date 09/11/2024 Drawn AMP3 Checked AMW Designed BARR Approved AMW										CAMPGROUND RD SECTIONS					CLIENT PROJECT No.																			
NO. BY CHK. APP. DATE					REVISION DESCRIPTION					SIGNATURE					DATE 09/11/2024 LICENSE # 45025																																			DWG. No. C-14					REV. No. B				

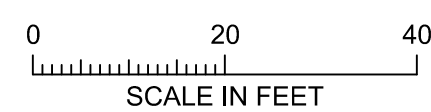
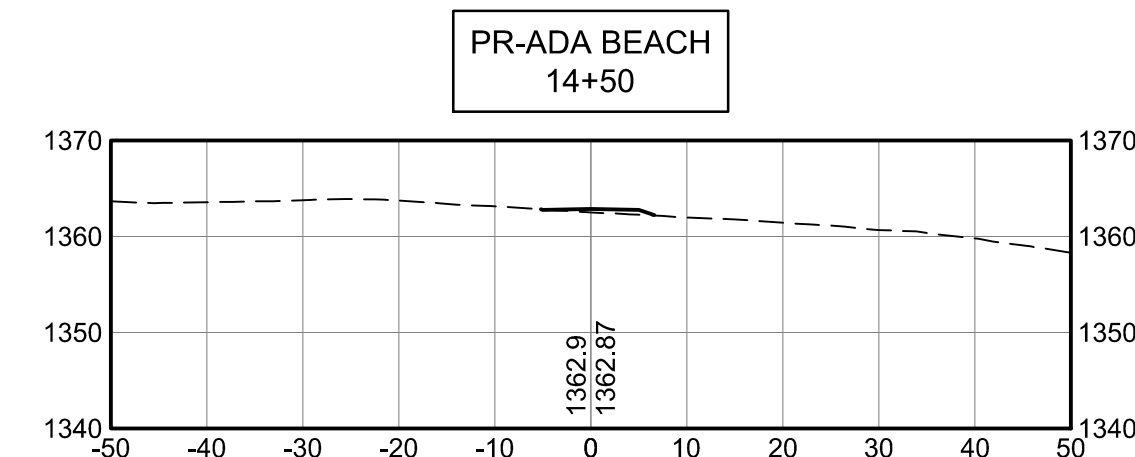
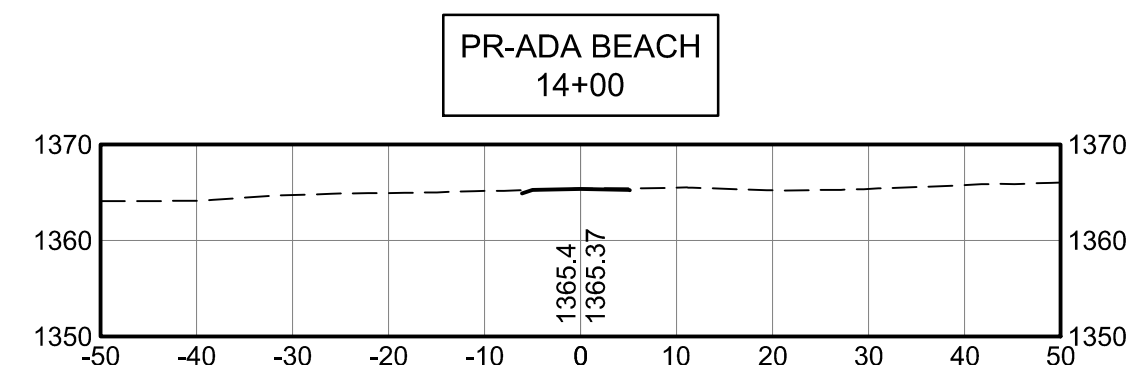
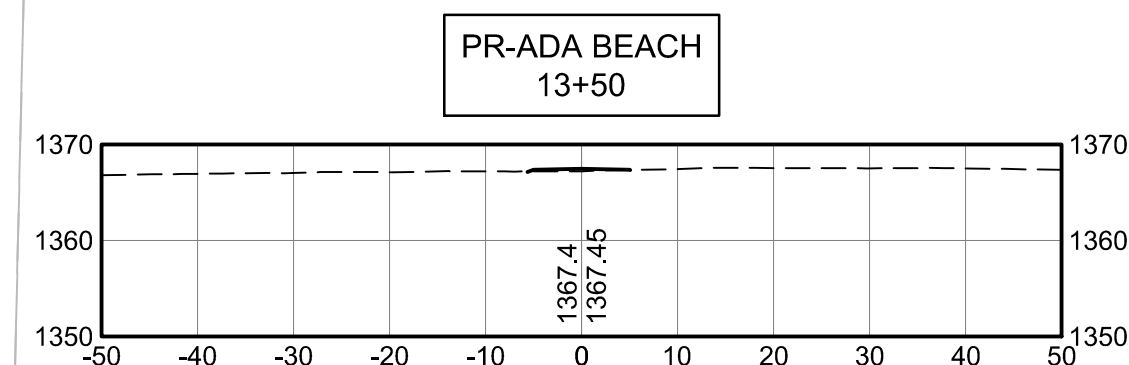
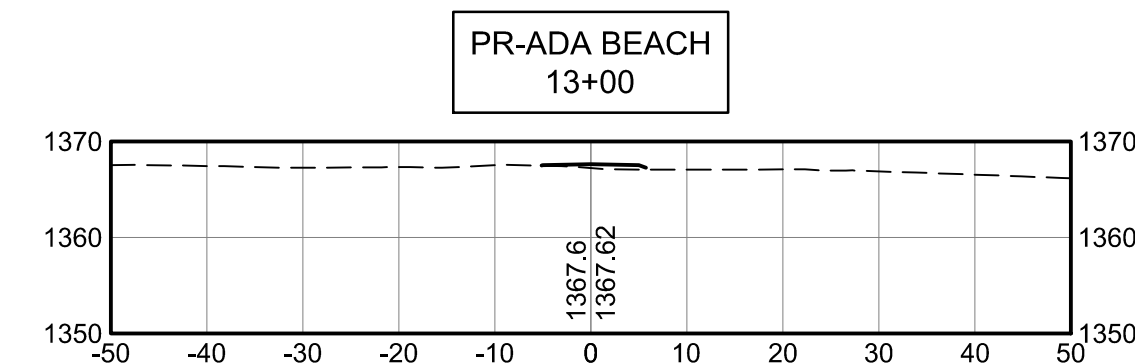
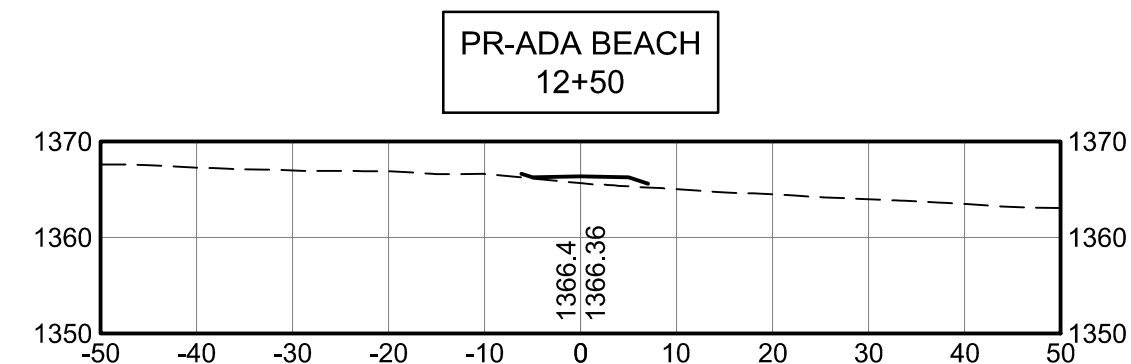
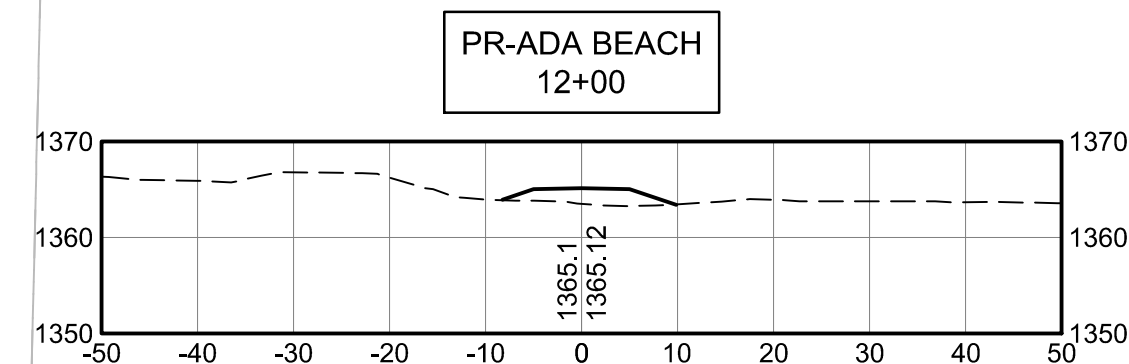
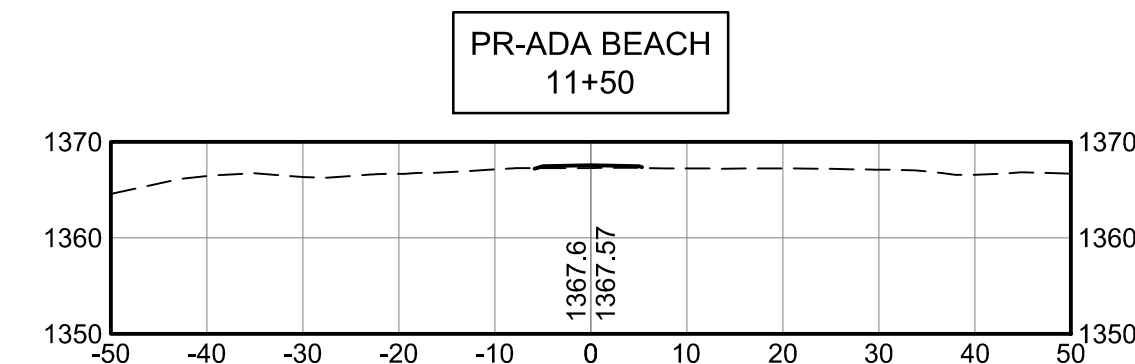
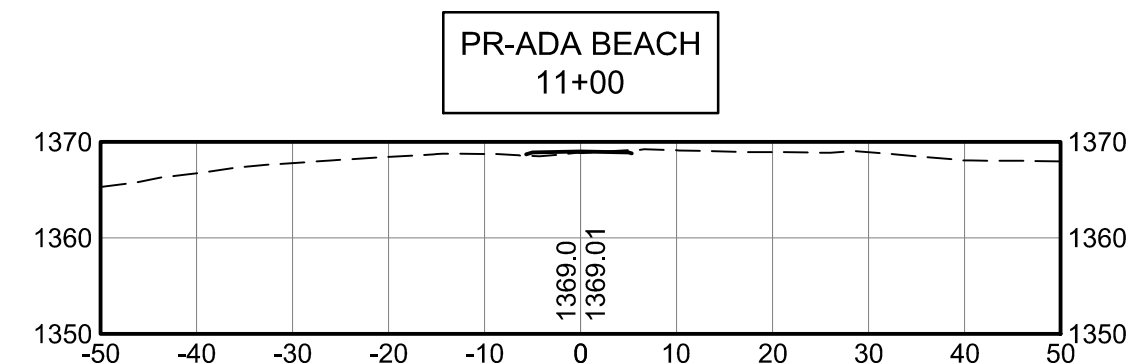
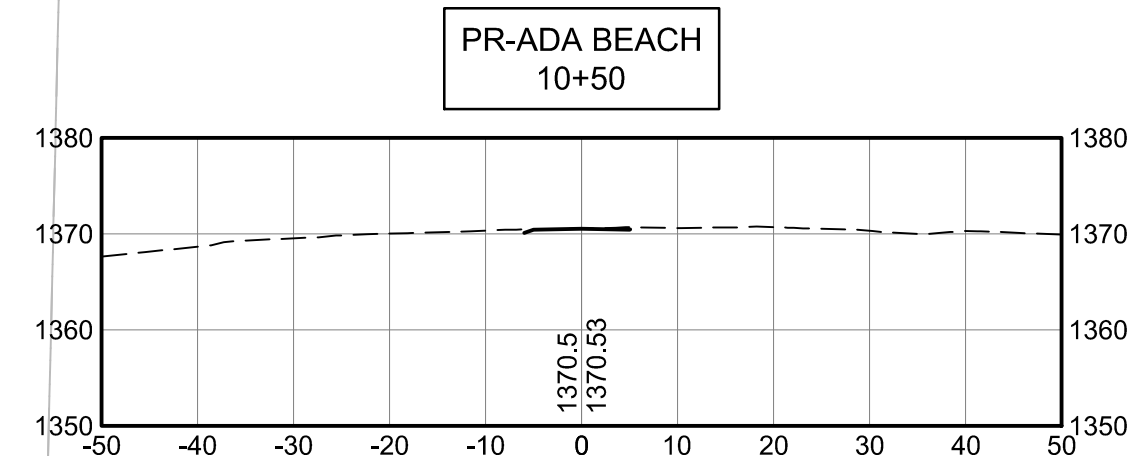
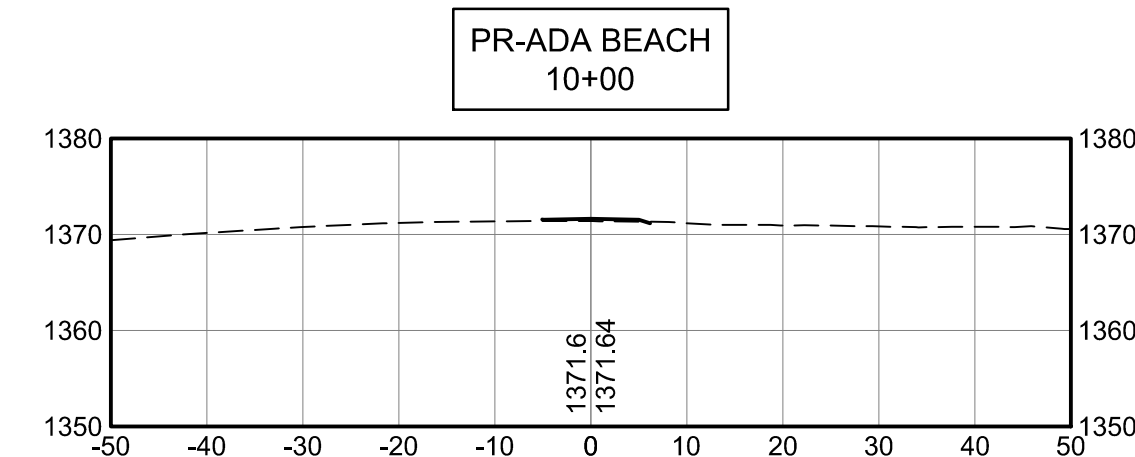
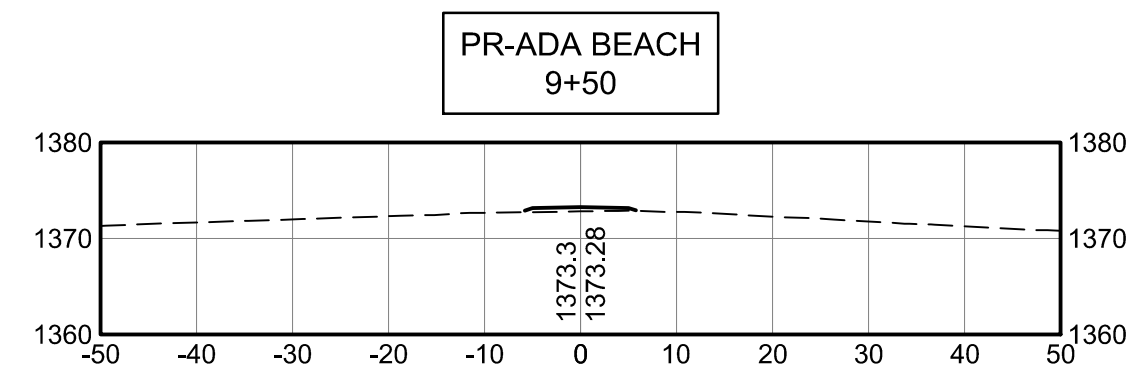
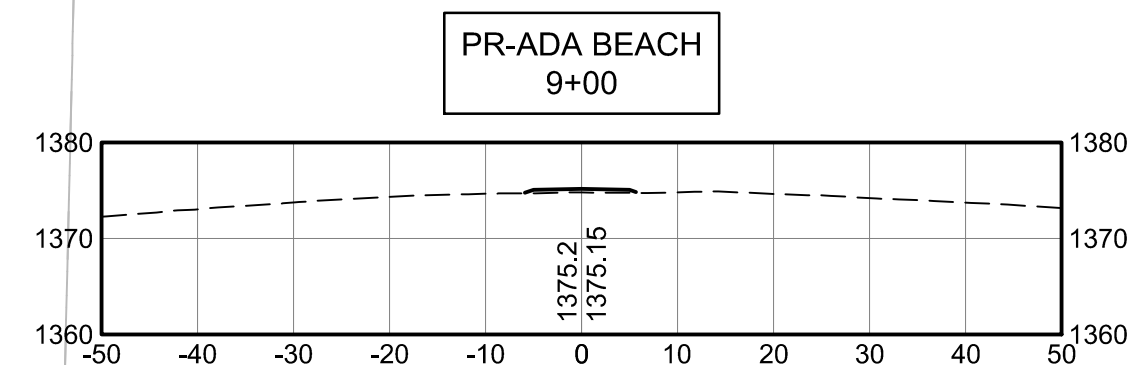
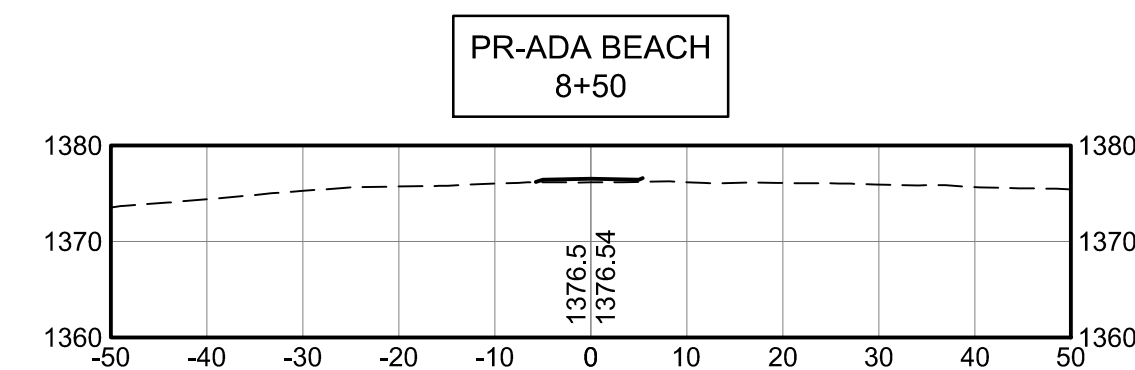
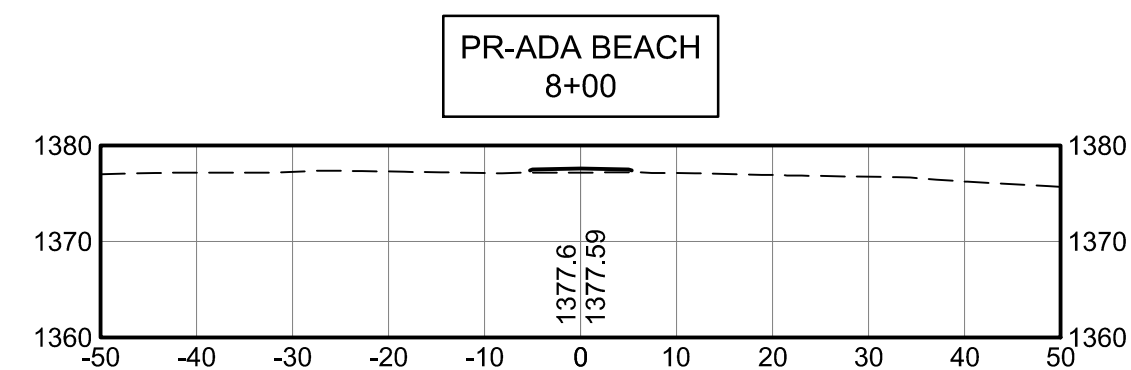
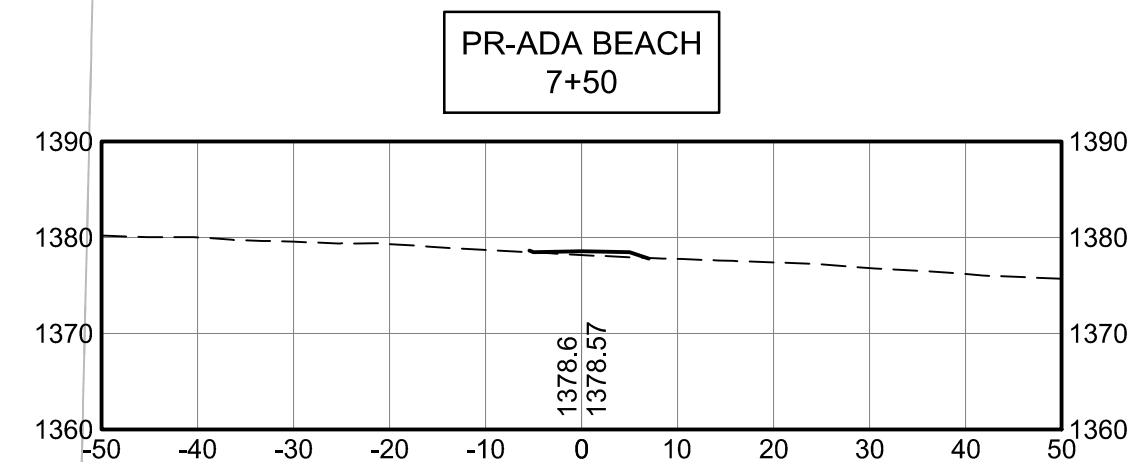


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						PRINTED NAME PAUL TOKARCZYK										RELEASED TO/FOR DATE 09/11/2024 DATE 09/11/2024 LICENSE # 45025										A B C 0 1 2 3										CAMPGROUND RD SECTIONS										CLIENT PROJECT No.																													
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PRINTED NAME PAUL TOKARCZYK					SIGNATURE					RELEASED TO/FOR					Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-632-2277										ADA PATH SECTIONS										DWG. No. C-19 REV. No. B																								
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STATE OF MINNESOTA.

PRINTED NAME PAUL TOKARCZYK
SIGNATURE _____
DATE 09/11/2024 LICENSE # 45025

CLIENT	09/11/24						
BID							
CONSTRUCTION							
RECORD							
RELEASED TO/FOR	A	B	C	0	1	2	3
	DATE RELEASED						

BARR

Corporate Headquarters:
Minneapolis, Minnesota
Ph: 1-800-632-2277

Project Office:
BARR ENGINEERING CO.
3128 14TH AVENUE EAST
HIBBING, MN 55746

Ph: 1-800-225-1966
Fax: (218) 262-3460
www.barr.com

Scale	AS SHOWN
Date	09/11/2024
Drawn	AMP3
Checked	AMW
Designed	BARR
Approved	AMW



CITY OF HIBBING
401 EAST 21ST STREET
HIBBING, MN 55746

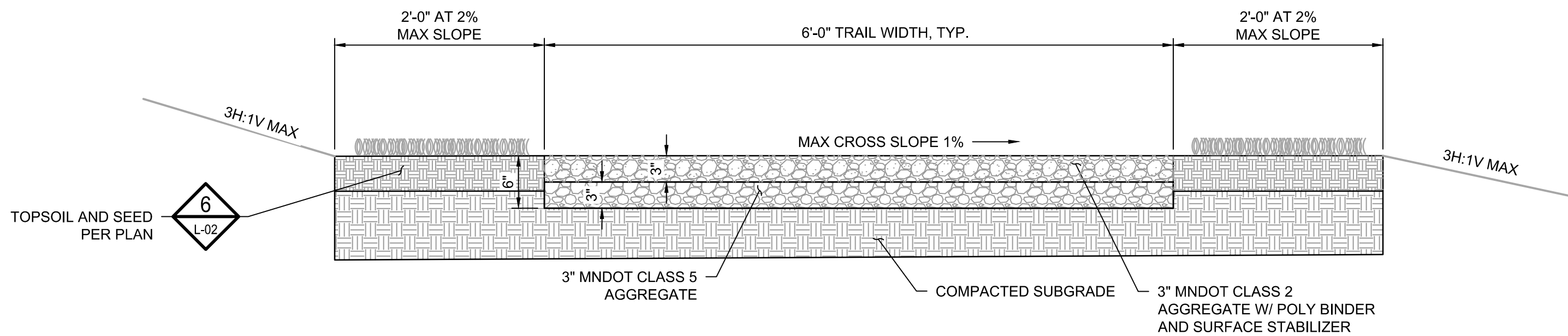
PHASE 1 CAMPGROUND IMPROVEMENTS CAREY LAKE PARK

ADA PATH SECTIONS

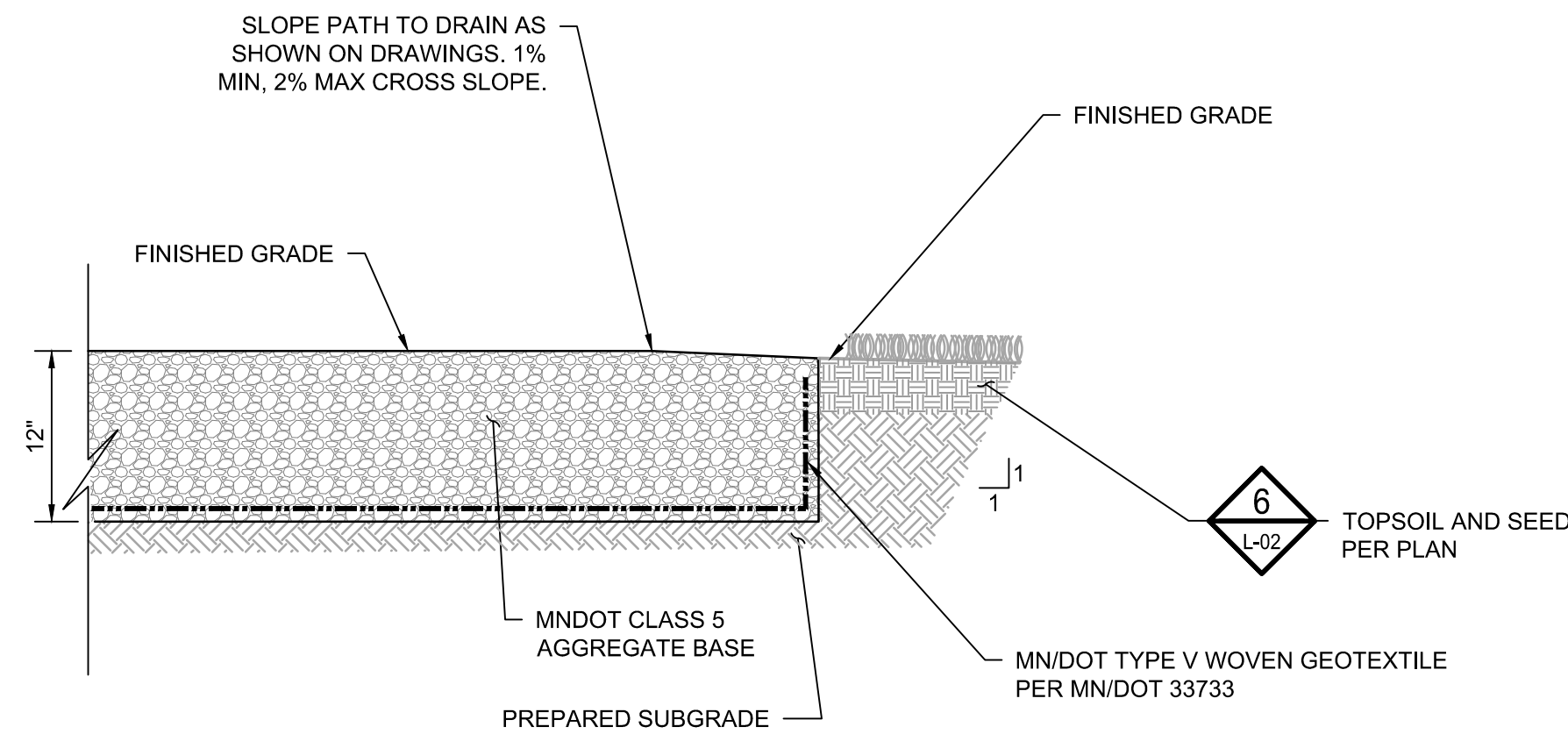
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23692742.00	
CLIENT PROJECT No.	
DWG. No.	REV. No.
C-20	B

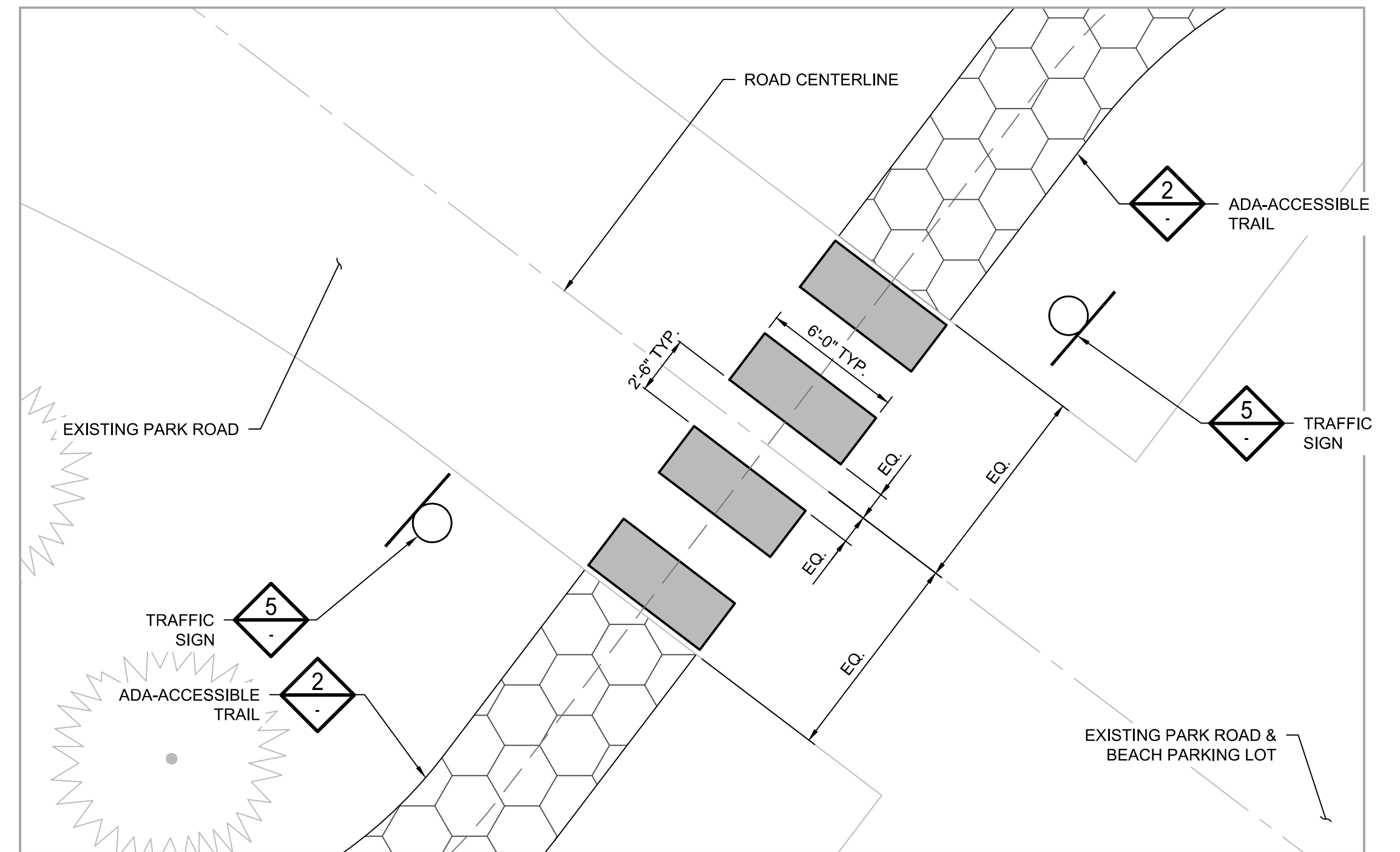
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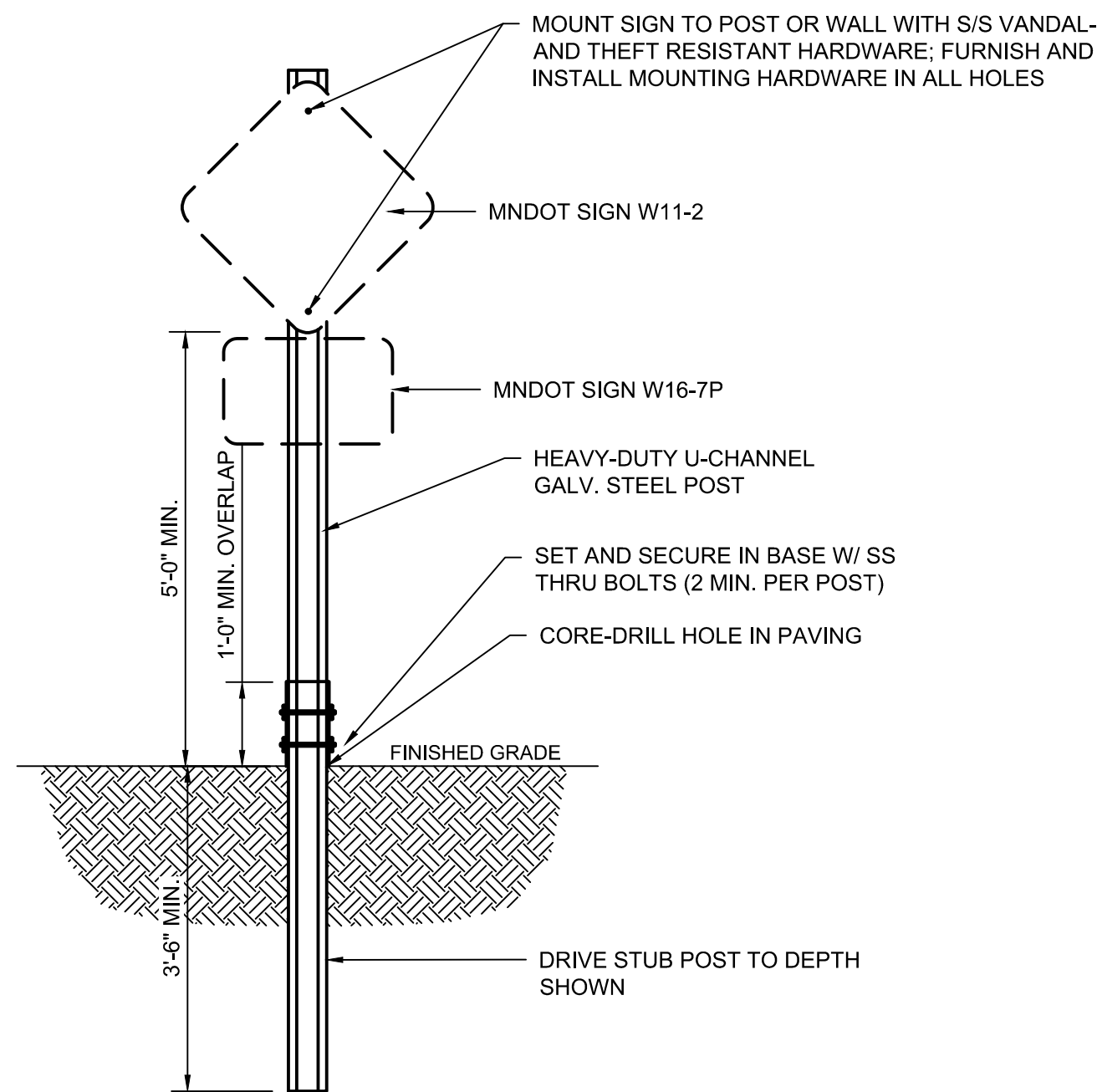
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-
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DETAIL: ADA-ACCESSIBLE TRAIL
0 1 2
SCALE IN FEET



6
-
-
DETAIL: GRAVEL SURFACING
1"=1'-0"
0 1 2
SCALE IN FEET



1
-
-
DETAIL: PAVEMENT MARKINGS
1"=5'-0"
0 5 10
SCALE IN FEET



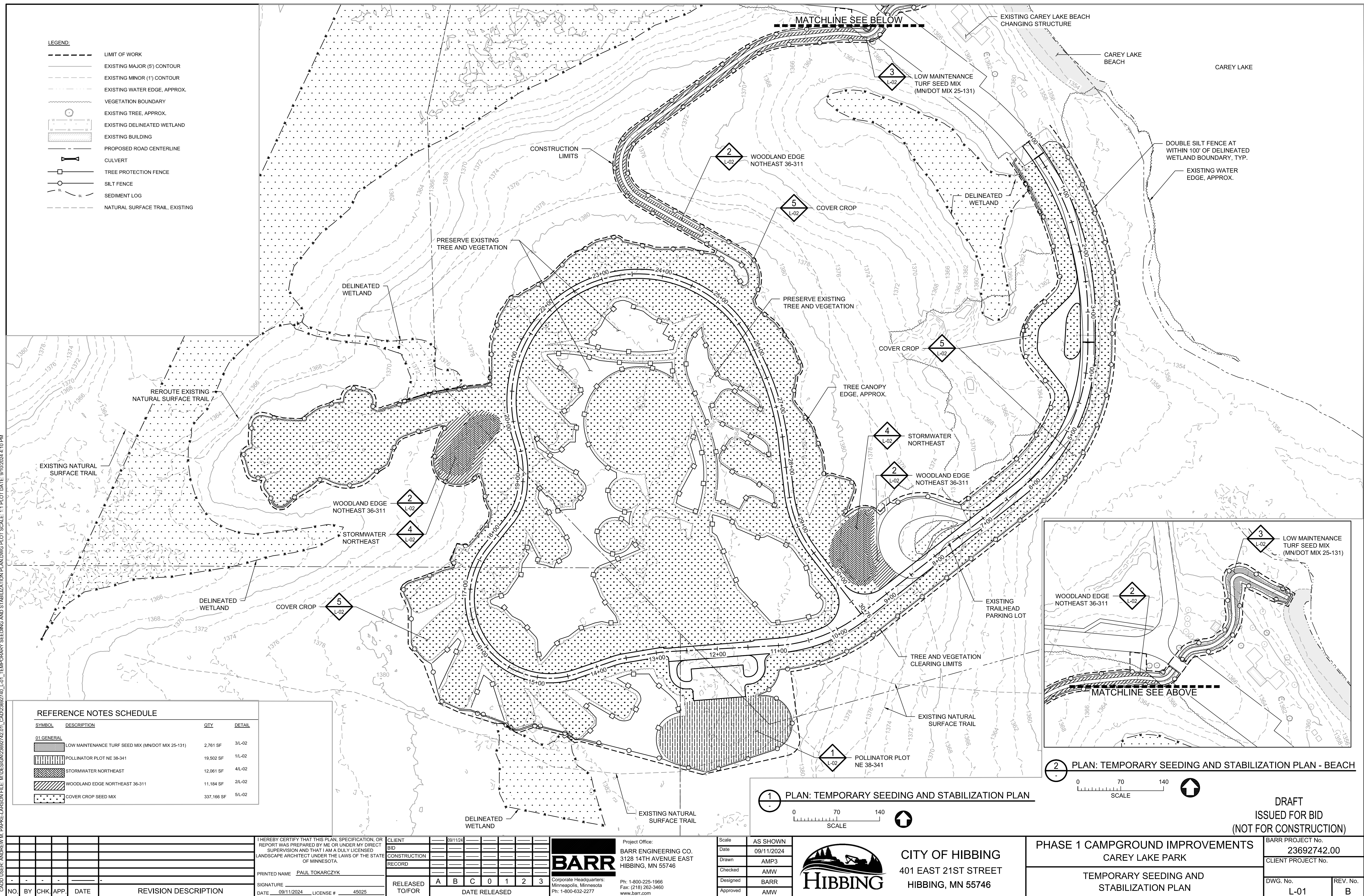
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-
-
DETAIL: TRAFFIC SIGN
NOT TO SCALE

Sign Code	Old Sign Code	Sign Picture	Color	Use	Sign Size (inches)
W16-7P (R or L) MN Design Right is shown	W16-7mP		Black on background color matching warning sign	Use w/30" panel	24 x 12
				Use w/36" panel	30 x 18
				Use w/48" panel	36 x 24
				See W21-X3P when using a diamond sign mounted on a portable stand.	
W11-2			Black on Fluorescent Yellow-Green	B-P	18 x 18
				M, B/RT	24 x 24
				CR-SL	30 x 30
				CR-ML, E	36 x 36
				O	48 x 48

NEW TRAFFIC SIGN LEGEND	
SIGN NUMBER	MNDOT SIGN TYPE
1	W11-2A
2	W16-7P

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					PRINTED NAME PAUL TOKARCZYK										RELEASED TO/FOR										Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-632-2277																				DETAILS										DWG. No. D-01										REV. No. B																																																	
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Request for Council Action

City Council Action

Approve the Pickleball Reservation Application

Description of Agenda Item

Approve the Pickleball Reservation Application

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 Pickleball Reservation Application

Attachments

1. 9-18-24 RCA Pickleball court rental policy
2. Rental application Pickleball Complex2024



Request for City Council Action

9/18/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda X

Description of Agenda Item:

Approve the Pickleball Court Reservation application

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 rental application for pickleball court reservations for tournaments and private events.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

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

Requesting Council approval

CITY OF HIBBING
RENTAL APPLICATION & AGREEMENT
PICKLEBALL COMPLEX AT BENNETT PARK



APPLICANT INFORMATION

APPLICATION DATE: _____

ORGANIZATION REPRESENTATIVE NAME: _____ EIN NUMBER: _____

ORGANIZATION NAME: _____

MAILING ADDRESS: _____

CONTACT PHONE: _____ EMAIL: _____

REQUESTED DATE(S) OF ATHLETIC EVENT: _____

ACTIVITY/EVENT DESCRIPTION: _____

AGE RANGE OF PARTICIPANTS: _____ NUMBER OF TEAMS/GROUP SIZE: _____

INSURANCE PROVIDER: _____

POLICY NUMBER: _____ CONTACT PHONE: _____

REGISTRATION WEBSITE: _____

PARK RULES & POLICIES

Rules and Policies apply to any City of Hibbing park, athletic complex or other city facility:

1. All park/athletic activities and events must be scheduled through Hibbing City Services Department. This includes practices, league play, public open play, special events and/or tournaments. All appropriate forms & agreements must be completed and returned with applicable deposits according to the provided schedule.
2. Insurance – All renters must provide City of Hibbing with a certificate of insurance with the City of Hibbing name as additional insured (General Liability: \$1,000,000 or one (1) million dollars per occurrence and \$3,000,000 or three (3) million dollars aggregate) prior to the start date of the event. Insurance coverage must begin with the first date of the event and extend through the duration of the entire event. Patrons assume all risk of injury, damage or loss sustained on the park premises.

3. Waiver, Release of Liability and Indemnification Agreement – All renters, its patrons/participants and all persons associated therewith shall, at all times, release, indemnify and forever hold harmless and discharge the City of Hibbing, its officers, agents, employees, assigns, contributors and or volunteers of/and from any and all claims arising from the rental and/or use of any Hibbing City Services Department athletic field, complex, park and/or parcel of real property. All renters, its participants and all other persons associated therewith shall also waive any and all rights of subrogation that they might have resulting from any claims or causes of action resulting from participation therein;
4. City of Hibbing and Hibbing City Services Department reserves the right to cancel, suspend or terminate any activity or event upon the occurrence of unsafe conditions, or in the instance that the terms set forth in this agreement is not adhered to by the renter;
5. The possession of alcoholic beverages and/or illegal narcotics is prohibited on City of Hibbing property;
6. No smoking/e-cigarettes/tobacco use of any kind allowed anywhere on park premises or in any City of Hibbing facility. No glass containers allowed in parks and athletic complexes;
7. No profanity allowed in City of Hibbing parks and athletic complexes;
8. No pets allowed in athletic complexes;
9. All renters will be responsible for replacement costs and/or repairs associated with any damage to the sports complex or any other portion of the park caused by patrons, participants, volunteers, and/or staff associated with the rental event;
10. No unauthorized vehicles. No bicycles, skateboards, skates or scooters on pedestrian walkways – only on designated bike paths and/or roadways;
11. Pickleball courts are intended for pickleball use only. No tennis. Non-marking tennis shoes only.
12. Courts may become slippery when wet;
13. No soliciting allowed at a City of Hibbing facility/complex;

ADDITIONAL POLICIES REGARDING ADVERTISEMENTS

- Approved event flyers (8.5"x11" ONLY) can be displayed once event is approved by council and proofed by City Services Director.
- Approved event flyers (8.5"x11" ONLY) can be displayed on court gates, in a location approved by our staff, 2 weeks prior to event.
- Banners and/or any other advertisements can be displayed within Hibbing Pickleball Complex, in a location approved by City Services staff, the evening prior to event.
- All displays, flyers, advertisements should be removed by event organizer at the conclusion of event.

ATHLETIC FACILITY RENTAL FEES – TOURNAMENT PLAY/PRIVATE EVENT

PICKLEBALL COMPLEX AT BENNETT PARK

Date(s)
Requested

Daily Start/
End Time

TOURNAMENT/PRIVATE RENTAL:

Pickleball courts - ALL DAY RESERVATION

Max 6 courts

\$500 per day - 6hrs+ time block

2 of 4

TOURNAMENT APPLICATION & AGREEMENT - PICKLEBALL COMPLEX AT BENNETT PARK

Date(s)
Requested

Daily Start/
End Time

TOURNAMENT/PRIVATE RENTAL:

Pickleball courts – PER HOUR RESERVATION

Max 6 courts – less than 6hr block **\$15/hr per court**

CONCESSIONS

The Organization Representative will be responsible for any concession vendor acquiring an approved PRIVATE VENDOR AGREEMENT from Hibbing City Hall.

VENDOR & MERCHANT FEES

Vendors are required to obtain an approved PRIVATE VENDOR AGREEMENT from Hibbing City Hall. Within this agreement, the Vendor must also display/post the Business License on site and adhere to the City of Hibbing Code of Ordinances. Additionally, vendors are required to report and remit their sales tax due to the city, county, and state. For fees and additional information, please call the City of Hibbing at 218-262-3486. Note: Failure to submit sales tax will result in civil action and removal of vendor participation at future events in the City of Hibbing.

ORGANIZATION REPRESENTATIVE RESPONSIBILITIES

The Organization Representative responsibilities will include but are not limited to the following.

The Organization Representative agrees to:

- Report participant/team registrant numbers and a financial report of the tournament to the Hibbing City Services Director for statistical reporting. (Report to Nick Arola at nickarola@hibbingmn.gov
- Will promote hotels, restaurants, and attractions located within the city limits of Hibbing to participants/teams.
- Is responsible for any private vendor acquiring an approved PRIVATE VENDOR AGREEMENT from City of Hibbing.

The City of Hibbing is not liable for any damaged, lost or stolen items/equipment.

FEE SUMMARY

Facility Rental fees per day \$500 (x) # of days _____ **TOTAL DUE =** _____

Facility Rental fees per court \$15 (x) # of Courts _____ (x) # of hours _____ **TOTAL DUE =** _____

CANCELLATION POLICY/REFUND POLICY

Cancellations within fourteen (14) days of a scheduled event will result in a forfeiture of all fees.

SIGNATURE & AGREEMENT

I, _____, a representative of _____, hereby swear and affirm that I have read and completely understand the City of Hibbing policies and terms of the park permit application and agree to abide by said policies and terms. I also hereby swear and affirm that I will take sole responsibility for the above-mentioned group on the above stated dates and times. Failure to comply may warrant immediate cancellation of the event without refund and possible denial of future reservations.

(Signature, Organization Representative) (Date)

COMPLETED APPLICATION MUST BE SENT TO NICKAROLA@HIBBINGMN.GOV FOR APPROVAL. If accepted, the signed approval by City Services Department will be sent to the email address provided above.

Hibbing City Services will produce and email an invoice to the email address listed on this application. You may pay by credit card online or in the office with a 3% convenience fee, or pay by check or money order made payable to the "City of Hibbing". The appropriate fees must be received before event dates will be reserved.

APPROVAL

(Hibbing City Services Director) (Date)

CITY OF HIBBING USE ONLY

Total Amount Received: _____Payment#: _____

Method of Payment (check one):
____Check (Check #: _____) ____Card : _____ ____Cash: _____

Employee Authorization _____Date _____

(version Aug 2024)



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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 updated concessions agreement with SAM Concessions to operate the concessions stand at the Hibbing Memorial Building. This would be a one year contract with a one year option to renew.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

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

Attachments

1. 9-18-24 RCA Approve contract agreement for MB concessions
2. Concessions-Agreement
3. Performance-bond



Request for City Council Action

9/18/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda x

Description of Agenda Item:

Approve the contract agreement with SAM Concessions to operate concessions at MB.

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 updated concessions agreement with SAM Concessions to operate the concessions stand at the Hibbing Memorial Building. This would be a one year contract with a one year option to renew.

Budgetary/Fiscal Impact:

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

Requesting Council approval

CONCESSIONS AGREEMENT

THE HIBBING MEMORIAL ARENA

THIS AGREEMENT, made and entered into as of the 1st day of October, 2024, by and between the CITY OF HIBBING, MINNESOTA, a Municipal Corporation under the law of the State of Minnesota, hereinafter referred to as "City", and SAM Concessions Inc., a Minnesota corporation, 2401 East 10th Avenue, Hibbing, Minnesota, hereinafter referred to as "Concessionaire".

WHEREAS, the City desires to retain an independent contractor to operate the concessions at the Hibbing Memorial Arena; and,

WHEREAS, Concessionaire is experienced in operating concessions and is willing and able to operate the concessions at the Hibbing Memorial Arena.

NOW, THEREFORE, the City and Concessionaire agree as follows:

1) TERM. This Agreement shall be for a one (1) year period beginning October 1, 2024, to September 30, 2025, unless terminated by either party as provided for in paragraph 15.

2) SERVICES. Concessionaire shall have the obligation and the right to sell all concessions, being confections, carbonated beverages, ice cream, and food items, at the Hibbing Memorial Arena. Said right does not include vending machines. The City is free to stock vending machines with what it sees fits. Concessionaire shall also have the non-exclusive right to sell non-intoxicating malt

Concessions Agreement
Hibbing Memorial Arena
September 11, 2024

beverages at the Hibbing Memorial Building. At no time shall there be sold on the premises by Concessionaire, or with their knowledge, acquiescence or consent, any articles the sale of which may be prohibited by law. The sale of any and all such confections, carbonated beverages, ice cream, food items and non-intoxicating malt beverages must be pre-approved by the Director of City Services or any other City officer or official so designated by the Hibbing City Council. No confections sold by Concessionaire shall be sold or attempted to be sold if said product is beyond its expiration date. The Concessionaire shall be diligent in the operation of the concession business on said premises and do those things necessary to give the public adequate and proper concession services. Concessionaire agrees that the concession services provided by this Agreement shall be open and accessible to the public during a minimum schedule of operating hours, and that the hours of operation shall be determined by Concessionaire and the Director of City Services. The scope of the events covered by this Agreement shall include all youth hockey, school district activities, figure skating, circus, boxing events, and basketball events at the Memorial Building. It does not include items not specifically addressed above or rentals of the Memorial Building. Concessionaire shall meet no less than monthly with the Director of City Services to review operations and related matters. Concessionaire shall (a) order all stock and commodities and

supplies and (b) hire and pay concession staff, including all applicable Federal and State Tax withholdings.

Concessionaire specifically provides that there shall be no complimentary food or beverages for referees, score keepers, announcers, and arena personnel.

3) COMPENSATION. Concessionaire shall pay the City of Hibbing 15% of gross sales on all sales made by Concessionaire regardless of the kind and nature of the sale. Concessionaire shall provide a written report of gross sales to the City monthly and pay the percentage compensation to the City of Hibbing within 14 days of the end of each month. Concessionaire shall establish a value system to each item sold such that it may be tracked. Sales and type or itemized report must tie out at the end of each night. The "tie out" shall be part of the report supplied to the City each month upon payment to the City being made.

4) PENALTY. Should Concessionaire fail to make payment as set forth in the Agreement, issue NSF funds for said payments, and or fail to provide the documentation supporting said payment, the Concessionaire shall pay a penalty to the City of 10% of the amount owed to the City for the month in question for the 1st five days passed the due date. Said amount will increase by an additional 10% for every five days thereafter that Concessionaire fails to pay and provide adequate supporting documentation of the same.

5) EQUIPMENT, STORAGE AND SERVICES. Within the concession area, all concession equipment as of October 1, 2024, is owned by the City with the exception of the ice cream cooler, 2 coffee machines, and 2 cheese machines which are owned by the Concessionaire or its shareholders. Any equipment brought in by Concessionaire after October 1, 2024, shall continue to be owned by Concessionaire.

City represents and agrees that the concession area shall be locked and secured at all times and the Director of City Services shall have a key for emergency purposes only. A daily inventory shall be conducted by the Concessionaire and any product missing on a continual basis outside concession hours shall be deducted from any compensation paid to the City. If any compensation is deducted, Concessionaire shall supply all daily inventory reports to the Director of City Services.

The Concessionaire shall be subject to inspections of the concession stand, product, and financials at any time by the Director of City Services or that parties' agent at any time.

6) LICENSES. Concessionaire shall be responsible for securing and maintaining in effect, for the duration of this Agreement, all permits and licenses required for performance of the Agreement, and the City shall have no obligation financially or otherwise with respect to said licenses.

7) COMPLIANCE WITH REGULATIONS. Concessionaire agrees to comply with all federal, state, and local laws, and ordinances and amendments thereto and all applicable rules, regulations, and standards established by any agency of such governmental units that are now or hereinafter promulgated insofar as they relate to Concessionaire's performance of the provisions of this Agreement.

8) DISCRIMINATION. Concessionaire agrees to comply with all federal, state, and local laws, ordinances, rules, regulations and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, or age.

9) MODIFICATIONS OR IMPROVEMENTS. Concessionaire shall not make any modifications or improvements to the premises without the prior consent and approval of the Director of City Services.

10) UTILITIES. It is understood and agreed, that the City shall furnish all utilities necessary, without cost to Concessionaire, to operate the City's concession areas.

10) CLEAN UP. It will be the Concessionaire's obligation to clean the concession stand prior to the expiration of this Agreement to the satisfaction of the Director of City Services.

11) INDEPENDENT CONTRACTOR. Nothing herein contained is intended or should be construed in any manner as creating or

establishing the relationship of agents, partners, joint ventures, or associates between the parties hereto.

It is specifically understood and agreed that at all times and for all purposes hereunder, Concessionaire is an independent contractor and Concessionaire's employees are not employees of the City for any purpose. This Agreement shall not be construed so as to find Concessionaire or any employee or agent of Concessionaire to be an employee of the City, and neither Concessionaire nor Concessionaire's employees and agents shall be entitled to any of the rights, privileges, or benefits of employees of the City, including, but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury and property damage claims.

Concessionaire may not present themselves, actually or impliedly, as employees of the City and shall disclose themselves as an independent contractor only.

12) INDEMNIFICATION. Except as may be caused by the sole negligence of the City or its employees, Concessionaire shall indemnify and save harmless the City, its employees, and its agents from all claims, actions, demands, and judgments of any kind caused by the sole negligence of Concessionaire or their employees or subcontractors.

Concessionaire agrees, in order to protect themselves and the City under the indemnity provisions set forth above, they will at all times during the term of this Agreement keep in force policies of insurance indicated in paragraph 12 herein.

This provision is not intended to create any cause of action in favor of any third party against Concessionaire or the City or to enlarge in any way Concessionaire's liability, but it is intended solely to provide for indemnification of the City from liability for damages or injuries to third persons or property arising from Concessionaire's or Concessionaire's agents' performance hereunder.

13) INSURANCE. The following insurance must be maintained for the duration of this Agreement. A Certificate of Insurance for each policy must be on file with the Director of City Services within ten (10) days of execution of this Agreement and prior to commencement of any services under this Agreement. Each certificate must include a ten (10) day notice of cancellation, non-renewal, or material change to all named and additional insureds.

A. Commercial and General Liability Insurance

Bodily and Personal - \$400,000 each person and
\$500,000 for any year thereafter

Liability Coverage - \$1,200,000 Each occurrence
No less than \$1,200,000 Aggregate
through October 2024
\$1,500,000 for each occurrence
and no less than \$1,500,000
Aggregate thereafter

Concessions Agreement
Hibbing Memorial Arena
September 11, 2024

Property Damage - \$400,000 Each occurrence
No less than \$1,200,000 Aggregate
through October 31, 2024, and no
less than \$1,500,000 Aggregate
thereafter

Policy shall include at least premises, operations,
completed operations, independent contractors and
subcontractors, and contractual liability.

City of Hibbing must be named additional insured.

B. Workers' Compensation. Per statutory requirements.

14) ASSIGNMENT. Concessionaire shall not assign this Agreement, nor any of the rights given to them herein, to any person, association, partnership or corporation, without first obtaining the express written consent of the City, and any such assignment entered into without such said prior consent shall be void.

15) TERMINATION. Either party may cancel this Agreement by giving sixty (60) days written notice of intention to terminate same.

16) AMENDMENT OR MODIFICATION. This instrument may be amended or modified only by an instrument of equal formality, signed only by the duly authorized representatives of the respective parties. The waiver by the City or Concessionaire of any breach of any term, covenant, or condition herein contained, shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition herein contained.

17) RENEWAL. The parties shall have the option to renew this Agreement for one additional year (October 1, 2025, to September 30, 2026) under the same terms as noted above, except for the modifications in insurance as set forth in paragraph 13, provided Concessionaire provides written Notice of its intent to renew by May 1, 2025, and the City confirms in writing by July 1, 2025 that it wishes to renew as well. Said Notice from Concessionaire shall be provided to the City Administrator in writing.

18) ENTIRE AGREEMENT. This Agreement, including any exhibits or attachments, constitutes the entire Agreement between Concessionaire and the City and supersedes all prior written or oral agreements for this Agreement. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, purchase order, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement, is null and void and of no effect unless in writing and signed by representatives of the parties authorized to amend this Agreement.

[Remainder of this page left blank intentionally.]
[See next page for signatures.]

Concessions Agreement
Hibbing Memorial Arena
September 11, 2024

IN TESTIMONY WHEREOF, both parties have hereunto caused this Agreement to be executed, all as of the day and year first above written.

CITY OF HIBBING, MINNESOTA

CONCESSIONAIRE

By _____
Pete Hyduke
Its Mayor

By _____
Its _____

By _____
Candie Seppala
Its Clerk

By _____
Its _____

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: that **SAM Concessions, Inc.**, a Minnesota corporation, **2401 10th Avenue East, Minnesota 55746** as Principal (hereinafter called Concessionaire) and _____, as Surety (hereinafter called Surety) are held and firmly bound unto **THE CITY OF HIBBING, MINNESOTA** as Owner (hereinafter called Owner) in the amount of TEN THOUSAND Dollars and No/100ths (\$10,000.00), for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Concessionaire has by written agreement dated September ____, 2024, entered into a contract with the Owner to operate the concession stand at the Memorial Arena as of October 1, 2024 to September 30, 2025. The work shall include providing and supplying a concession stand at the Memorial Building in Hibbing, Minnesota. The work will require supplying materials and labor, and otherwise to perform and execute all the provisions of the Concession Agreement to operate the Memorial Building, and to do by the Contract entitled "CONCESSION AGREEMENT," all of which are on file in the office of the Clerk of the City of Hibbing, Minnesota and which is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if Concessionaire shall promptly and faithfully perform said Contract in conformance with the Contract Documents, and all guaranty, indemnity and warranty obligations specified therein, and shall promptly and faithfully remedy any breach of its obligation under the Contract Documents discovered within the time limits set by statute for commencement of actions, and shall pay any damages for unexcused late completion, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety hereby waives notice of any alteration, changes or extension of time made by the Owner.

Whenever the Contractor shall be, and declared by the Owner to be in default under the Concessionaire, the Surety may promptly remedy the default, or shall promptly:

- (1) Complete the Contract in accordance with its terms and conditions, or if appropriate,
- (2) Promptly pay such sums to the Owner as the Owner may be entitled from the Concessionaire under the Contract Documents, or for the breach thereof, but not exceeding the amount set forth in the first paragraph hereof.

The Surety agrees to be bound by any award granted to the Owner against the Concessionaire in arbitration or judicial proceedings commenced pursuant to the Contract Documents.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the successors of the Owner.

Signed and sealed this _____ day of _____, 2024.

SAM CONCESSIONS, INC.
Principal/Concessionaire

Witness

By: _____

Its: _____

AND

Witness

By: _____

Its: _____

Surety

Witness

By: _____

Its: _____

AND

Witness

By: _____

Its: _____

Approved By

Candie Seppala, Clerk

ACKNOWLEDGMENT OF CORPORATION

STATE OF MINNESOTA)
) ss.
COUNTY OF ST. LOUIS)

This instrument was acknowledged before me on _____, 2024, by
_____, _____ of SAM Concessions, Inc., the Principal/Concessionaire
herein.

Notary Public
My Commission Expires: _____

ACKNOWLEDGMENT OF CORPORATION

STATE OF _____)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me on _____, 2024, by
_____ as _____ and by _____
_____ as _____ of _____
_____, the Surety herein.

Notary Public
_____ County, _____
My Commission Expires: _____

MEMORANDUM: Affix here Power of Attorney and Acknowledgment of Corporate Surety.



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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

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

Attachments

1. Res-24-09-XX-Easement-Mesabi-Drive
2. Easement-Mesabi-Drive

At the Council Meeting held September 18, 2024, at 5:00 P.M., in the Hibbing City Council Chambers, _____ offered the following Resolution and moved its adoption:

RESOLUTION NO. 24-09-_____

**RESOLUTION FOR GRANT OF EASEMENT
FOR ACCESS TO PROPERTIES AT
529 HIGHLAND DRIVE AND 535 HIGHLAND DRIVE**

WHEREAS, Private property owners respectively own real property located at 529 Highland Drive and 535 Highland Drive; and,

WHEREAS, It was recently discovered that Mesabi Drive does not "reach" the respective parcels, and thus said parcels are presently landlocked; and,

WHEREAS, The City of Hibbing owns real property along the natural extension of Mesabi Drive, but it is not dedicated as a road; and,

WHEREAS, The City of Hibbing has future plans to extend Mesabi Drive; and,

WHEREAS, The City of Hibbing wants to grant to the landowners at 529 and 535 Highland Drive, respectively, the ability to access their property by way of an easement at least and until Mesabi Drive is extended by the City of Hibbing.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of Hibbing hereby agrees to authorize the Mayor and Clerk to execute the Easement, a copy of which is attached hereto and made a part hereof.

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

FOR ADOPTION:

AGAINST ADOPTION:

ABSENT:

City of Hibbing
Resolution No. 24-09-_____
September 18, 2024

Passed and adopted this 18th day of September, 2024.

CITY OF HIBBING

Mayor Peter 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 a duly authorized meeting thereof held on Wednesday, September 18, 2024, as shown by the Minutes of said meeting in my possession.

Candie Seppala
Senior Executive Assistant

(City seal)

City of Hibbing
Resolution No. 24-09-____
September 18, 2024

(reserved for recording data)

EASEMENT

THIS INDENTURE, made this _____ day of September, 2024, by and between the **City of Hibbing**, a municipal corporation in the County of St. Louis and State of Minnesota, hereinafter called "Grantor", and Charles Crep and Jean Crep, married to each other, and Kelli Sue Horvath and John Michael Horvath, married to each other, hereinafter called "Grantee".

WITNESSETH: That Grantor, City of Hibbing, is the owner of the following real property in St. Louis County, Minnesota:

That real property immediately Southerly and Easterly as an extension of Mesabi Drive 66 feet in width and extending approximately 86 feet until you reach the parcel containing 535 Highland Drive, Hibbing, Minnesota 55746.

WITNESSETH: That Grantees Charles Crep and Jean Crep at 535 Highland Drive, Hibbing, Minnesota, are the owners, as joint tenants, of the following real property in St. Louis County, Minnesota:

A parcel of land lying in the SE 1/4 of the SW 1/4 of Section 18, Township 57 North, Range 20 West of the Fourth Principal Meridian lying in the City of Hibbing, County of

Easement - Hibbing - Crep/Horvath
September ___, 2024

St. Louis, State of Minnesota, and more fully described as follows:

Beginning at the northeast corner of Lot 16, Block 5 of HIGHLAND PARK OF HIBBING according to the recorded plat thereof on file in the St. Louis County Recorder's Office; thence North 63 degrees 10 minutes 20 seconds West 78.00 feet along the north line to the northwest corner of said Lot 16; thence South 01 degrees 31 minutes 15 seconds East 142.59 feet along the west line of said Lot 16; thence South 88 degrees 28 minutes 45 seconds West 50.00 feet; thence North 25 degrees 08 minutes 30 seconds West 159.17 feet; thence North 50 degrees 00 minutes 00 seconds West 300.00 feet; thence North 90.00 feet to a point on a line 66.00 feet southeasterly of and parallel with the south line of Lot 11, Block 4 of said HIGHLAND PARK OF HIBBING; thence North 56 degrees 43 minutes 51 seconds East 116.00 feet; thence South 33 degrees 16 minutes 09 seconds East 75.14 feet; thence North 75 degrees 33 minutes 58 seconds East 228.70 feet to a point on the west line of Lot 10, Block 5 of said HIGHLAND PARK OF HIBBING; thence South 08 degrees 06 minutes 15 seconds East 379.88 feet along the west line of said Block 5 to the point of beginning.

WITNESSETH: That Grantees Kelli Sue Horvath and John Michael Horvath at 529 Highland Drive, Hibbing, Minnesota are the owners, as joint tenants, of the following real property in St. Louis County, Minnesota:

A parcel of land lying in the SE 1/4 of SW 1/4, Section 18, Township 57, Range 20 more fully described as follows:
Assuming the South boundary line of Lot 2, Block 5, in the plat of Highland Park of Hibbing to run South 55 degrees 51 minutes 43 seconds East and beginning at the Southeast corner of said Lot 2; thence run South 75 degrees, 33 minutes 58 seconds West for a distance of 237.74 feet; thence North 33 degrees 16 minutes 09 seconds West for a distance of 100.00 feet; thence North 68 degrees 01 minute 59 seconds East for a distance of 168.47 feet to a point on the South boundary line of said Lot, Block 5; thence 55 degrees

Easement - Hibbing - Crep/Horvath
September __, 2024

51 minutes 43 seconds East for a distance of 155.68 feet to the point of beginning.

AND

The tract or parcel of land in the E 1/2 of SW 1/4, Section 18, Township 57, Range 20, contained within the following boundaries:

(a) On the East by the Westerly line of Lot 10, Block 5, HIGHLAND PARK OF HIBBING

(b) On the North by a line commencing at the point of intersection of the Northwest corner of said Lot 10, and on the Southeast corner of Lot 2 in said Block 5 and running thence South 75 degrees 33 minutes 59 seconds West a distance of 237.75 feet.

(c) On the West by a line commencing at the westerly terminus of the line described in (b) above and proceeding south 33 degrees 16 minutes 09 seconds.

(d) On the South by a line drawn parallel with the line described in (b) above and distant southerly 20 feet therefrom.

WITNESSETH: That the Grantor, for good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, does hereby grant unto the Grantees, their successors and assigns, the right, privilege and easement to access their respective properties, over and across a parcel of real estate in St. Louis County, Minnesota, legally described as follows, to-wit:

An **EASEMENT** for access purposes over and across that real property immediately Southerly and Easterly as an extension of Mesabi Drive 66 feet in width and extending approximately 86 feet until you reach the parcel containing 535 Highland Drive, Hibbing, Minnesota 55746.

TO HAVE AND TO HOLD unto said Grantee, their successors and assigns, unless and until the City of Hibbing extends Mesabi Drive to cover that real property as described in this easement and at that time said easement shall cease.

Easement - Hibbing - Crep/Horvath
September __, 2024

IN TESTIMONY WHEREOF, the Grantor has caused these presents to be executed as of the day and year first above written.

GRANTOR
CITY OF HIBBING

By _____
Its Mayor Peter Hyduke

By _____
Its Clerk Candie Seppala

STATE OF MINNESOTA)
) ss
COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me on _____, 2024, by Peter Hyduke, the Mayor of CITY OF HIBBING, a municipal corporation under the laws of the State of Minnesota, on behalf of said municipal corporation organized under the laws of State of Minnesota, on behalf of said municipal corporation.

(stamp/seal)

Notary Public
My commission expires _____.

STATE OF MINNESOTA)
) ss
COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me on _____, 2024, by Candie Seppala, the Clerk of CITY OF HIBBING, a municipal corporation under the laws of the State of Minnesota, on behalf of said municipal corporation.

(stamp/seal)

Notary Public
My commission expires _____.

THIS INSTRUMENT WAS DRAFTED BY:
Andy Borland, #20710X
Attorney at Law
SELLMAN BORLAND & SIMON PLLC
1907 E. 3rd Ave., Ste. 2, PO Box 37
Hibbing, Minnesota 55746
Telephone: 218-262-5502

Easement - Hibbing - Crep/Horvath
September __, 2024



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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

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

Attachments

1. Ord-XXX-10-05-Pigeons-Wildlife-feeding-07-2024

ORDINANCE NO. _____, 2ND SERIES

AN 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.

THE CITY COUNCIL OF HIBBING, MINNESOTA ORDAINS:

Section 1. Hibbing City Code, Section 10.05, entitled "Feeding of Pigeons" is hereby deleted in its entirety and there is hereby added a new Section 10.05, entitled "Feeding of Pigeons, Migratory Waterfowl and Animals", to read as follows:

"Sec. 10.05 FEEDING OF PIGEONS, MIGRATORY WATERFOWL AND WILD ANIMALS.

A. The feeding of pigeons and non-domesticated migratory waterfowl (ducks and geese) is prohibited except for pigeon control programs contracted for by the City Council. No person shall feed a non-domesticated pigeon or migratory waterfowl nor place feed in a place or manner that a reasonable person would expect to result in feeding a non-domesticated pigeon or migratory waterfowl. This Section does not apply to domesticated pigeons such as those kept for racing, entertainment performances or agricultural purposes.

B. The feeding of wild animals defined as bears, deer, coyotes, and wolves is prohibited. No person shall feed bears, deer, coyotes, or wolves nor place feed in a place and or manner that a reasonable person would expect to result in feeding a wild animal as defined above.

C. That the prohibitions set forth in A and B are limited to the urban service district of the City of Hibbing.

D. A violation of this Section 10.05 shall be a minimum fine of \$100.00."

Section 2. Penalties. Hibbing City Code Chapter 1 entitled "General Provisions and Definitions Applicable to the Entire City Code Including Penalty for Violation" and Section 10.99 entitled "Violations a Misdemeanor" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing and attestation, this ordinance shall be published once in the official newspaper of the City and shall be in effect on and after the date following such publication.

Adopted by the City Council of Hibbing, Minnesota, this ____ day of _____, 2024.

FOR ADOPTION:

AGAINST ADOPTION:

ABSENT:

ATTEST:

The foregoing ordinance reviewed and approved as to form.

City Attorney

(Published in the Hibbing Tribune on _____, 2024.
Affidavit of Publication attached.)



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

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

Description of Agenda Item

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

Strategic Initiative

Owner of Agenda Item

Greg Pruszinske, City Administrator, 218.969.4850, gregpruszinske@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

Action Requested

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

Attachments

1. Purchase agreement

**COMMERCIAL-INDUSTRIAL
PURCHASE AGREEMENT**

Date: September 12, 2024

RECEIVED OF City of Hibbing the sum of Zero Dollars (\$0.00), by check, as earnest money and in part payment for the purchase of property at 1928 4th Avenue East, Hibbing situated in the County of St. Louis, State of Minnesota, and legally described as follows:

North 1/2 of Lot 12, Block 4, CENTRAL ADDITION TO HIBBING.
(Torrens)
Parcel Code: 140-0070-00670

together with the following personal property: None

all of which property the undersigned has this day sold to the Buyer for the sum of Ten Thousand and 00/100ths Dollars (\$10,000.00), which the Buyer agrees to pay in the following manner: Earnest money herein paid \$0.00 and \$10,000.00 cash, on or about September 25, 2024, the Date of Closing.

1. **DEED/MARKETABLE TITLE:** Subject to performance by the Buyer, the Seller agrees to execute and deliver a recordable Warranty Deed conveying marketable title to said premises subject only to the following exceptions:
 - (a) Building and zoning laws, ordinances, State and Federal regulations.
 - (b) Restrictions relating to use or improvement of the premises without effective forfeiture provision.
 - (c) Reservation of any minerals or mineral rights to the State of Minnesota.
 - (d) Utility and drainage easements which do not interfere with present improvements.
 - (e) Rights of tenants as follows: None
2. **REAL ESTATE TAXES.** Real estate taxes due and payable in the year of closing shall be prorated between Seller and Buyer on a calendar year basis to the actual date of closing unless otherwise provided in this Agreement. Real estate taxes payable in the years prior to closing shall be paid by Seller. Real estate taxes payable in the years subsequent to closing shall be paid by Buyer.
3. **SPECIAL ASSESSMENTS.** ~~[strike out one.] BUYER AND SELLER SHALL PRORATE AS OF THE DATE OF CLOSING/SELLER SHALL PAY~~ on the date of closing all installments of special assessments certified for payment with the real estate taxes due and payable in the year of closing.

~~(strike out one.) BUYER SHALL ASSUME/SELLER SHALL PAY ON DATE OF CLOSING~~
all other special assessments levied as of the date of this Agreement.

~~(strike out one.) BUYER SHALL ASSUME/SELLER SHALL PROVIDE PAYMENT OF~~
special assessments pending as of the date of this Agreement for improvements that have been ordered by the City Council or other governmental assessing authorities. (Seller's provision for payment shall be by payment into escrow of 1 1/2 times the estimated amount of the assessments.) If a special assessment becomes pending after the date of this Agreement and before the date of closing, Buyer may, at Buyer's option: (a) Assume payment of the pending special assessment without adjustment to the purchase price; or (b) Require Seller to pay the pending special assessment (or escrow for payment of same a sum equal to 1 1/2 times the projected pending assessment) and Buyer shall pay a commensurate increase in the purchase price of the property, which increase shall be the same as the estimated amount of the assessment; or (c) Declare this Agreement null and void by notice to Seller, and earnest money shall be refunded to Buyer. Seller shall pay on date of closing any deferred real estate or special assessments payment of which is required as a result of the closing of this sale.

4. **PRORATIONS.** All items customarily prorated and adjusted in connection with the closing of the sale of the property herein including but not limited to rents, operating expenses, interest on any debt assumed by Buyer, shall be prorated as of the date of closing. It shall be assumed that the Buyer will own the property for the entire date of the closing.
5. **DAMAGES TO REAL PROPERTY.** If there is any loss or damage to the property between the date hereof and the date of closing, for any reason, the risk of loss shall be on the Seller. If the property is destroyed or substantially damaged before the closing, this Purchase Agreement shall become null and void, at Buyer's option. Buyer shall have the right to terminate this Purchase Agreement within 30 days after Seller notifies Buyer of such damage. Upon said termination, the earnest money shall be refunded to Buyer and Buyer and Seller agree to sign a cancellation of Purchase Agreement.
6. **EXAMINATION OF TITLE.** Within a reasonable time after acceptance of this Agreement, Seller shall furnish Buyer with an Abstract of Title or a Registered Property Abstract certified to date including proper searches covering bankruptcies and State and Federal judgments, liens, and levied and pending special assessments. Buyer shall have 10 business days after receipt of the Abstract of Title or Registered Property Abstract either to have Buyer's attorney examine the title and provide Seller with

written objections or, at Buyer's own expense, to make an application for a title insurance policy and notify Seller of the application. Buyer shall have 10 business days after receipt of the commitment for title insurance to provide Seller with a copy of the commitment and written objections. Buyer shall be deemed to have waived any title objections not made within the applicable 10 day period set forth above, except that this shall not operate as a waiver of Seller's covenant to deliver a Warranty Deed, unless a Warranty Deed is not specified above. If any objection is so made, Seller shall have 10 business days from receipt of Buyer's written title objections to notify Buyer of Seller's intention to make title marketable within 120 days from Seller's receipt of such written objection. If notice is given, payments hereunder required shall be postponed pending correction of title, but upon correction of title and within 10 days after written notice to Buyer the parties shall perform this Purchase Agreement according to its terms. If no such notice is given or if notice is given but title is not corrected within the time provided for, this Purchase Agreement shall be null and void, at option of Buyer; neither party shall be liable for damages hereunder to the other and earnest money shall be refunded to Buyer; Buyer and Seller agree to sign cancellation of Purchase Agreement. If title to the property be found marketable or be so made within said time, and Buyer shall default in any of the agreements and continue in default for a period of 10 days, then and in that case the Seller may terminate this contract and on such termination all the payments made upon this contract shall be retained by Seller as liquidated damages, time being of the essence. This provision shall not deprive either party of the right to enforce the specific performance of this contract provided this contract has not been terminated and provided action to enforce such specific performance shall be commenced within six months after such right or action shall arise.

7. **POSSESSION.** Seller shall deliver possession of the property on the date of closing.
8. **REPRESENTATIONS AND WARRANTIES.** See attached addendum.
9. **TIME IS OF THE ESSENCE FOR ALL PROVISIONS OF THIS CONTRACT.**
10. **WELL DISCLOSURE STATEMENT.** Buyer has received the well disclosure statement required by Minnesota Statutes Sec. 1031.235. **Seller is not aware of any wells on the described property.**

BUYER AND SELLER INITIAL: Buyer(s) _____ Seller(s) _____

11. **ADDENDA.** Attached are (number) two (2) addenda which are made a part of this Agreement.

12. MISCELLANEOUS PROVISIONS.

(a) **Survival.** All of the warranties, representations, and covenants of this Agreement shall survive and be enforceable after the closing.

(b) **Entire Agreement; Modification.** This Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the property. There are no verbal agreements that change this Agreement and no waiver of any of its terms will be effective unless in a writing executed by the parties.

(c) **Successors and Assigns.** If this Agreement is assigned, all provisions of this Agreement shall be binding on successors and assigns.

13. **ACCEPTANCE DEADLINE.** This offer to purchase, unless accepted sooner, shall be null and void at 11:59 PM, , 2024, and in such event all earnest money shall be refunded to Buyer.

THIS IS A LEGALLY BINDING CONTRACT. IF NOT UNDERSTOOD, SEEK COMPETENT ADVICE.

Dated: 9/16/24

Dated:

SELLER
Feng Ying Chen

BUYER
City of Hibbing

Feng Ying Chen

By

By

REPRESENTATIONS AND WARRANTIES

Sellers represent and warrant that:

- (a) Sellers and each of them have been authorized by their respective board/partners to sell the real estate described in Addendum No. 1.
- (b) They collectively are the owners of and have good and marketable title to the property referred to in Addendum No. 1, free of all restrictions on transfer or assignment and of all encumbrances.
- (c) No proceedings, judgments, or liens are now pending or threatened against them.
- (d) To the best of Sellers' knowledge, information and belief there are currently no violations of any health codes or zoning codes.
- (e) Sellers warrant that all appliances, heating, air conditioning, wiring, and plumbing used and located on the property are in proper working order on date closing. Buyer has the right to inspect the same prior to closing. Notice of any breach of this paragraph (e) must be conveyed in writing to Sellers within two (2) business days of discovery and in no event later than thirty (30) days following Closing. The warranty contained in this paragraph (e) shall not be enforceable as to any breach discovered following more that twenty-eight (28) days after Closing.
- (f) Neither Sellers, nor, to the best of Sellers' knowledge, any predecessor user or owner of the property or any part of the property, has or has caused to be generated, stored or disposed of any Hazardous Waste or Substance on the property except in the ordinary of business and in accordance with applicable law. For the purpose of this Agreement, "Hazardous Waste or Substance" shall encompass all substances included in the definition of those terms under the Federal Comprehensive Environmental Response Compensation and Liability Act, as amended, and regulations under the act, and analogous laws and regulation of the State of Minnesota. Sellers agree to pay the cost of removal or clean up of any Hazardous Waste or Substance found to exist at the property from the activities of Sellers, or of any prior entity operating the business on the property was owned in whole or in part by Sellers, and any fines or penalties associated with the presence of any Hazardous Waste or Substance. Upon notification within ten (10) days after the date of the execution of this Agreement, Buyers and their agents shall have the right to enter the property throughout the executory period, without charge and at all reasonable times, to perform such environmental investigation and tests as Buyer may reasonably deem appropriate. Buyer shall pay all costs enter the property throughout the executory period, without charge and at all reasonable times, to perform such environmental investigation and tests as Buyer may reasonably deem appropriate. Buyer shall pay all costs and expenses of such investigation and testing and shall hold Sellers harmless from all such costs and liabilities arising out of Buyer's activities. The

Representations and Warranties

obligations of Buyer under this Agreement are contingent upon each of the following (the "Environmental Contingencies"):

- i. Environmental Representations and Warranties. The representations and warranties of Sellers set forth in this paragraph of this Agreement must be true and clear as of the date of this Agreement and on the closing date, and Sellers shall have delivered to Buyer on date of closing, a certificate dated the closing date, signed by the Sellers, certifying that such representations and warranties are true as of the closing date.
 - ii. Buyer shall have determined on or before the closing date, that they are satisfied in their sole discretion, with the results and matters disclosed by environmental investigation or testing of the property.
 - iii. If either of the environmental contingencies have not been satisfied on or before the closing date, then Buyer at Buyer's option, may terminate this Agreement by giving written notice to the Sellers on or before the closing date. Upon such termination, Sellers shall promptly cause escrow agent to refund to Buyer all earnest money payments paid hereunder, and neither party shall have any further rights or obligations under this Agreement. The environmental contingencies are for the sole and exclusive benefit of Buyer, and Buyer shall have the right to waive the environmental contingencies by giving written notice to Seller.
- (g) Sellers know of no hazardous substances or petroleum products having been placed, stored, or released from or on the real property by any person in violation of any law, nor of any underground storage tanks having been located on the real property at any time, except as follows:
- If the presence of underground storage tanks is disclosed, then this paragraph applies: Sellers hereby represent and warrant to Buyer that all of the underground tanks known to Sellers on the subject property have been disclosed to Buyer on the attached drawing or map. Sellers shall provide at closing the affidavits required by Minnesota Statute §115B.16, Subd. 2, and §116.48 if applicable to the subject property and record an affidavit attesting to the location of any underground tanks which are used for the storage of petroleum products.
- (h) The warranties herein and all other terms and conditions of this Agreement shall survive the closing except (f) above.
- (i) Seller agrees to be responsible for all obligations with regard to Hibbing City Code Section 17.08 Point of Sale provisions and seeking inspections and escrowing funds with respect to the Sanitary Sewer System.

Representations and Warranties

BUYER PURCHASING "AS IS" ADDENDUM
DATE: September 12, 2024
PAGE 1 OF 1

ADDENDUM to Purchase Agreement between parties dated September 12, 2024, pertaining to the purchase and sale of the property at 1928 4th Avenue East, Hibbing, Minnesota 55746;

CONDITION OF PROPERTY: The property being purchased by Buyer and is being purchased "AS IS".

RIGHT AND DUTY OF INSPECTION: Buyer shall have the right and duty to inspect the property or to have them inspected by a person of Buyer's choice, at buyer's expense. Buyer shall have the right to make a pre-closing inspection of the property, to determine that the property is in the same condition as of the date of this addendum.

SETTLEMENT IS FINAL: It is understood the Buyer accepts the property "AS IS". ANY WARRANTIES OF PHYSICAL CONDITION OF THE PROPERTY CONTAINED IN THIS PURCHASE AGREEMENT ARE VOID. The Seller has no further responsibility or liability with respect to the condition of the property. This provision shall survive delivery of the deed.

OTHER: None.

SELLER
Feng Ying Chen

BUYER
City of Hibbing

Feng Ying Chen

By _____

By _____

THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYERS AND SELLERS.
IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.



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

Description of Agenda Item

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

Strategic Initiative

The Poll Pads are a way to make the election process easier for not only the voters, but also the election judges.

Owner of Agenda Item

Introduction/Background/Justification/Key Issues/Legal

In the past, election judges had to flip through a large list of registered voters to find the person voting. The voter would then need to make sure the roster included their correct name and address. This process could take up to 6 minutes depending on if they found the voter was voting in the correct precinct. The new poll pads are an electronic way to find out if the voter was in the right precinct. This is a time-saver efficiency and accuracy for all.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

\$25,840.00

Action Requested

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

Attachments

1. KNOWiNK Invoice

KNOWiNK, LLC.
460 N Lindbergh Blvd
Saint Louis, MO 63141
+18557655723
<http://knowink.com>



BILL TO

Candie Seppala City Clerk and
Deputy administrator
401 East 2nd Street
Hibbing, MN 55746

INVOICE 16310

DATE 05/31/2024 TERMS Net 30

DUE DATE 06/30/2024

DATE	ITEM	HARDWARE/SOFTWARE	QTY	UNIT PRICE	TOTAL AMOUNT
		First Year Cost			
	Poll Pad Package with Flip Stand and Receipt Printer	Includes: iPad WiFi 64gb mCPrint-3 Receipt Printer Grey Flip Stand Stylus Transport Case First Year License MDM Enrollment	16	1,595.00	25,520.00
	Shipping		16	20.00	320.00
		SUBTOTAL			25,840.00
		TAX			0.00
		TOTAL			25,840.00
		TOTAL DUE			USD 25,840.00

Terms of Subscription

Subject to acceptance of the Master Software License & Service Agreement will be a (3) three year agreement. The term will begin effective on the date of equipment acceptance. All Poll Pad software comes with the standard (12) twelve month warranty. Post Election reporting included required VR Extract and digital e-Roster.



Request for Council Action

City Council Action

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

Description of Agenda Item

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

Strategic Initiative

Adding a new a/c service unit to the Garage

Owner of Agenda Item

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

Introduction/Background/Justification/Key Issues/Legal

Adding a new Robinair A/C service unit with new R-1234yf refrigerant. This is required to service any newer car or truck a/c systems. We currently do not have the capabilities to do so. this unit will be able to service all department's vehicles. This will come from Car quest Auto.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

This will come out of Sanitation fund small tools budget of \$4,500 and are asking for an additional \$2,479.98 out of the Sanitation fund to make this capital purchase.

Action Requested

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

Attachments

1. RCA Garage AC Service Unit
2. Garage 1 AC Service Unit



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Main Agenda __x__

Consent Agenda _____

Date: 9/18/2024

Description of Agenda Item:

Robinair A/C Service Unit

Strategic Initiative:

Adding a new A/C service unit to Garage

Owner of Agenda Item/Department/email address/Phone

Garage 1 Fleet Manager joemckenney@hibbingmn.gov (218)966-1826

Introduction/Background/Justification/Key Issues/Legal

Adding new Robinair A/C service unit with new R-1234yf refrigerant. This is required to service any newer cars and trucks A/C systems. We currently do not have the capabilities to do so. This unit will be able to service all departments vehicles. This will come from Carquest Auto.

Board/Commission/Committee Actions(s):

none

Budgetary/Fiscal Impact:

This will come out of Sanitation fund small tools budget of \$4,500.00 and our asking for an additional \$2,479.98 out of the Sanitation fund to make this capital purchase.

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

Approve attached quotes for \$6,979.98



AUTO PARTS

CARQUEST AUTO PARTS
2106 1ST AVE
HIBBING MN 55746
(218) 263-3649PAGE 1 OF 1
REF# 318028

THANK YOU FOR YOUR BUSINESS

QUOTE



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ANY PRODUCT RETURNED FOR CREDIT MUST BE ACCOMPANIED BY THIS RECEIPT.

SEE CARQUEST STORE FOR DETAILS OF THE COAST TO COAST GUARANTEE.

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HIBBING, MN 55746

INVOICE NO.	CUSTOMER NO.	DATE	CUST. P.O. NO.		SALES ID	TEAMMATE ID	FORM OF PYMT.		
5077-QUOTE	056	9/10/2024				JR	QUOTE		
MFG. PART NUMBER			ORDERED	SHIPPED	LIST PRICE	NET	NET CORE	EXT. AMOUNT	TAX
1 ROB AC1234-4 AC MACHINE			1	1	10833.32	6499.99	0.00	6499.99	N/N
WARRANTY DISCLAIMER: The manufacturer's warranty, if any, constitutes the only warranty with respect to the sale of all goods. SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller does not authorize any person to grant any warranty or assume any liability by Seller.									
SHIP VIA	DELV. TIME	DELV. ID	FREIGHT	TAXABLE AMT.	SALES TAX	TOTAL CORE	PREV. DEPOSIT		
				0.00	0.00				
08:40 AM		RECEIVED BY X	QUOTE ONLY! THIS IS NOT AN INVOICE!				PAY THIS AMOUNT	6499.99	



AUTO PARTS

ANY PRODUCT RETURNED FOR CREDIT MUST BE ACCOMPANIED BY THIS RECEIPT.

SEE CARQUEST STORE FOR DETAILS OF THE COAST TO COAST GUARANTEE.

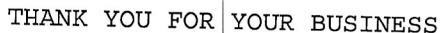
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INVOICE NO.	CUSTOMER NO.	DATE	CUST. P.O. NO.		SALES ID	TEAMMATE ID	FORM OF PYMT.		
MFG. PART NUMBER			ORDERED	SHIPPED	LIST PRICE	NET	NET CORE	EXT. AMOUNT	TAX
WARRANTY DISCLAIMER: The manufacturer's warranty, if any, constitutes the only warranty with respect to the sale of all goods. SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller does not authorize any person to grant any warranty or assume any liability by Seller.									
SHIP VIA	DELV. TIME	DELV. ID	FREIGHT	TAXABLE AMT.	SALES TAX	TOTAL CORE	PREV. DEPOSIT		
		RECEIVED BY X					PAY THIS AMOUNT		



CARQUEST AUTO PARTS
2106 1ST AVE
HIBBING MN 55746
(218) 263-3649

PAGE 1 OF 1
REF# 318030



QUOTE

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ANY PRODUCT RETURNED FOR CREDIT MUST BE ACCOMPANIED BY THIS RECEIPT.

SEE CARQUEST STORE FOR DETAILS OF THE COAST TO COAST GUARANTEE.

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ACCT PAY RM 201 CITY HALL
HIBBING, MN 55746

INVOICE NO.		CUSTOMER NO.	DATE	CUST. P.O. NO.		SALES ID	TEAMMATE ID	FORM OF PYMT.	
5077-QUOTE		056	9/10/2024				JR	QUOTE	
MFG. PART NUMBER			ORDERED	SHIPPED	LIST PRICE	NET	NET CORE	EXT. AMOUNT	TAX
1	PVF HFO-1234YF 10 LBS. DISPOSABLE H		1	1	1067.60	479.99	0.00	479.99	N/N
WARRANTY DISCLAIMER: The manufacturer's warranty, if any, constitutes the only warranty with respect to the sale of all goods. SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller does not authorize any person to grant any warranty or assume any liability by Seller.									
SHIP VIA		DELV. TIME	DELV. ID	FREIGHT	TAXABLE AMT.	SALES TAX	TOTAL CORE	PREV. DEPOSIT	
					0.00	0.00			
08:42 AM		RECEIVED BY	QUOTE ONLY! THIS IS NOT AN INVOICE!				PAY THIS AMOUNT	479.99	



Great people, great products, great prices!™

ANY PRODUCT RETURNED FOR CREDIT MUST BE ACCOMPANIED BY THIS RECEIPT.

SEE CARQUEST STORE FOR DETAILS OF THE COAST TO COAST GUARANTEE.

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INVOICE NO.		CUSTOMER NO.		DATE		CUST. P.O. NO.			SALES ID		TEAMMATE ID		FORM OF PYMT.	
MFG. PART NUMBER				ORDERED	SHIPPED	LIST PRICE		NET		NET CORE		EXT. AMOUNT		TAX
WARRANTY DISCLAIMER: The manufacturer's warranty, if any, constitutes the only warranty with respect to the sale of all goods. SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller does not authorize any person to grant any warranty or assume any liability by Seller.														
SHIP VIA		DELV. TIME		DELV. ID		FREIGHT		TAXABLE AMT.		SALES TAX		TOTAL CORE		PREV. DEPOSIT
RECEIVED BY		X										PAY THIS AMOUNT		



Request for Council Action

City Council Action

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

Description of Agenda Item

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

Strategic Initiative

Replace the current desks with sit-to-stand desks

Owner of Agenda Item

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

Introduction/Background/Justification/Key Issues/Legal

The desks in the Finance department have been repurposed and reused for 31 years. Many are broken and taped together. A lot of the drawers don't stay closed. In addition, the replacement of the desks will give Finance Staff the option to stand so they don't sit for 8 hours straight every day. This purchase falls under the Naspo Cooperative Purchasing Contract.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

\$50,000 was budgeted for 2024 software. i would like to reallocate this budget to be used towards the desks. Any overage would come from the operating general fund.

Action Requested

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

Attachments

1. Request for City Council Action - Finance Desks purchase
2. 082824 CITY OF HIBBING PROPOSAL
3. 082724 City of Hibbing Clerk Layout



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments: Quote for desks

Main Agenda _X_

Consent Agenda _____

Description of Agenda Item: Approve the purchase of 7 new desks for the Finance Department with accessories in an amount not to exceed \$52,350.50.

Strategic Initiative: Replace the current desks with sit-to-stand desks

Owner of Agenda Item/Department/email address/Phone: Sheena
Mulner/Finance/sheenamulner@hibbingmn.gov/218-312-1602

Introduction/Background/Justification/Key Issues/Legal: Our desks have been repurposed and reused for many years. Many are broken and taped together. A lot of the drawers don't stay closed. In addition, the replacement of the desks will give Finance staff the option to stand so they don't sit for 8 straight hours every day. This purchase falls under the Naspo cooperative purchasing contract.

Board/Commission/Committee Actions(s): None

Budgetary/Fiscal Impact: \$50,000 was budgeted for 2024 software. I would like to reallocate this budget to be used toward the desks. Any overage would come from operating (General Fund).

Action Requested: Approve the purchase



952.808.9900 | 866.574.5389

INNOVATIVEOS.COM

SALES PERSON Tiffany Daigle (Nelson)
218-231-0016
tiffany.daigle@innovativeos.com

PROPOSAL

DATE 08/28/2024
CUSTOMER NAME CITY OF HIBBING
CUSTOMER NUMBER NB17248
CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

BILL TO
CITY OF HIBBING
401 E 21ST ST
HIBBING, MN 55746-1854

ATTN: SHEENA MULNER
Phone: 218-262-3486
Email: smulner@ci.hibbing.mn.us

SHIP TO
CITY OF HIBBING - CITY CLERKS OFFICE
401 EAST 21ST STREET
HIBBING, MN 55746

ATTN: SHEENA MULNER
Phone: 218-262-3486
Email: smulner@ci.hibbing.mn.us

NASPO contract used.

GROUP	DESCRIPTION	QUANTITY		EXTENDED AMOUNT
1 CAROL		1.0		7,064.86
LINE	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
1	H514--.P-\$(P1)-.S 510 Series Vertical File 4 Drawer Letter w/Lock .P:Standard Random Key Lock \$(P1):P1 Paint Opts .S:Charcoal	5.00 Each	354.43	1,772.15
2	HCTL241R--\$(P1)-.S Right-hand Cantilever 24"D \$(P1):Select P1 Paint .S:Charcoal	1.00 Each	19.41	19.41
3	HEC57PLN--\$(P1)-.S 57.5H "L" Connector Post \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	59.16	59.16
4	HECSL "L" Connector Strap	1.00 Each	6.89	6.89
5	HEFEC57P--\$(P1)-.S Panel Finished End Covers 57.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	26.61	26.61
6	HEFEC65P--\$(P1)-.S Panel Finished End Covers 65H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	28.17	28.17
7	HES1536G--\$(P1)-.S-.Q Glass Stacker 15H x 36W \$(P1):P1 Paint Opts .S:Charcoal .Q:Clear	2.00 Each	207.21	414.42
8	HES1548G--\$(P1)-.S-.Q Glass Stacker 15H x 48W \$(P1):P1 Paint Opts	1.00 Each	246.33	246.33



952.808.9900 | 866.574.5389

INNOVATIVEOS.COM

SALES PERSON

Tiffany Daigle (Nelson)
218-231-0016
tiffany.daigle@innovativeos.com

PROPOSAL

DATE 08/28/2024
CUSTOMER NAME CITY OF HIBBING
CUSTOMER NUMBER NB17248
CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

	.S:Charcoal .Q:Clear			
9	HETC36--\$(P1)-.S Panel Top Cap 36"W \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	25.67	51.34
10	HETC48--\$(P1)-.S Panel Top Cap 48"W \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	29.11	58.22
11	HETP4236FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 36W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	143.04	286.08
12	HETP4248FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC42.5H x 48W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	162.13	162.13
13	HETP6548FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 65H x 48W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	199.07	199.07
14	HEWS65P--\$(P1)-.S Wall Starter Kit for Panels 65H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	45.39	45.39
15	HH871248 Electrical Power Harness 48W 3-1 & 2-2 Systems	2.00 Each	92.34	184.68
16	HH871502--.LOFT Duplex Receptacle Circuit 2 3-1 & 2-2 Systems .LOFT:Loft	1.00 Each	18.78	18.78
17	HH871503--.LOFT Duplex Receptacle Circuit 3 3-1 System Only .LOFT:Loft	1.00 Each	18.78	18.78
18	HH871504--.LOFT Duplex Receptacle Circuit 4 3-1 & 2-2 Systems	1.00 Each	18.78	18.78



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SALES PERSON

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PROPOSAL

DATE 08/28/2024
CUSTOMER NAME CITY OF HIBBING
CUSTOMER NUMBER NB17248
CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
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	.LOFT:Loft			
19	HH879072 Base In-Feed Cable Base 3-1 & 2-2 Systems	1.00 Each	97.97	97.97
20	HHATCC583422R--\$(L1STD)-.F-.F-.G2-S-.P 58x34x22x22 Corner Cove - RH \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .G2:2 Grommets - Offset S:Charcoal .P:Black	1.00 Each	246.64	246.64
21	HHATM3S3LT--\$(P1)-.S-.X-.MEM Max 3 Stage 3 Leg T Foot \$(P1):P1 Paint Opts .S:Charcoal .X:Standard Glide .MEM:Memory Preset	1.00 Each	791.89	791.89
22	HJTRGH36--.P 36" Cable Management Tray - Black Only .P:Black	1.00 Each	37.87	37.87
23	HLED17AS 17" LED Light w/Power Supply (Single)	1.00 Each	174.34	174.34
24	HRVEP2429L--\$(P1)-.S Abound 29"H x 24"D Left End Panel \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	92.65	92.65
25	HRVOH48FM--\$(P1)-.S-.X Abound Overhead-Metal Flipper Door 48" \$(P1):P1 Paint Opts .S:Charcoal .X:Omit Lock	1.00 Each	263.23	263.23
26	HCKTPS--.X Straight Connector Kit .X:No Option	1.00 Each	9.39	9.39
27	HRVEP2429R--\$(P1)-.S Abound 29"H x 24"D Right End Panel \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	92.65	92.65
28	HSDSL29--\$(P1)-.S Abode Shared Leg \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	158.38	158.38
29	HVFB23R--.L-\$(P1)-.S Box/Box/File 28H x 22 7/8D x 15W .L:Lock	2.00 Each	237.57	475.14



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	\$(P1):P1 Paint Opts .S:Charcoal			
30	HVFF23R--.L-\$(P1)-.S File/File 28H x 22 7/8D x15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	235.38	470.76
31	HWR2436PN--\$(L1STD)-.F-.F Systems Rectangular Wksfc Edgeband 24Dx 36W No grom \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry	2.00 Each	143.98	287.96
32	HF23C--.X107E Lock Core Replacement Kit Brushed Chrome .X107E:107E	10.00 Each	24.96	249.60

GROUP	DESCRIPTION	QUANTITY	EXTENDED AMOUNT
2 CASSIE		1.0	5,708.60

LINE	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
33	HCD1 Polymer Center Drawer	1.00 Each	71.61	71.61
34	HEC57PLN--\$(P1)-.S 57.5H "L" Connector Post \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	59.16	118.32
35	HECSL "L" Connector Strap	2.00 Each	6.89	13.78
36	HEFEC57P--\$(P1)-.S Panel Finished End Covers 57.5H \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	26.61	53.22
37	HEWS57P--\$(P1)-.S Wall Starter Kit for Panels 57.5H \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	42.88	85.76
38	HES1530G--\$(P1)-.S-.Q Glass Stacker 15H x 30W \$(P1):P1 Paint Opts .S:Charcoal .Q:Clear	1.00 Each	200.01	200.01
39	HES1536G--\$(P1)-.S-.Q Glass Stacker 15H x 36W \$(P1):P1 Paint Opts .S:Charcoal	5.00 Each	207.21	1,036.05



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40	.Q:Clear HETC30--\$(P1)-.S Panel Top Cap 30"W \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	20.03	20.03
41	HETC36--\$(P1)-.S Panel Top Cap 36"W \$(P1):P1 Paint Opts .S:Charcoal	5.00 Each	25.67	128.35
42	HETP4230FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 30W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	135.84	135.84
43	HETP4236FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 36W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	5.00 Each	143.04	715.20
44	HHATCC703422R--\$(L1STD)-.F-.F-.G2-S-.P 70x34x22x22 Corner Cove - RH \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .G2:2 Grommets - Offset S:Charcoal .P:Black	1.00 Each	269.81	269.81
45	HHATM3S3LT--\$(P1)-.S-.X-.MEM Max 3 Stage 3 Leg T Foot \$(P1):P1 Paint Opts .S:Charcoal .X:Standard Glide .MEM:Memory Preset	1.00 Each	791.89	791.89
46	HJTRGH36--.P 36" Cable Management Tray - Black Only .P:Black	1.00 Each	37.87	37.87
47	HLZL5SC60--.P 48"W External Stiffener .P:Black	1.00 Each	59.89	59.89
48	HRVOH30FM--\$(P1)-.S-.X Abound Overhead-Metal Flipper Door 30"	2.00 Each	228.18	456.36



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	\$ (P1):P1 Paint Opts .S:Charcoal .X:Omit Lock			
49	HLED17A 17" LED Light W/PwrSupplyForDaisyChain(STARTER)	2.00 Each	190.62	381.24
50	HSCKTPS--.X Straight Connector Kit .X:No Option	2.00 Each	9.39	18.78
51	HSDSL29--\$(P1)-.S Abode Shared Leg \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	158.38	158.38
52	HTWTH--.P Acc Hrztl Wall Track for OH Storage-60"W .P:Black	2.00 Each	36.62	73.24
53	HVFB23R--.L-\$(P1)-.S Box/Box/File 28H x 22 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	237.57	237.57
54	HVFF23R--.L-\$(P1)-.S File/File 28H x 22 7/8D x15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	235.38	235.38
55	HWR2484P--\$(L1STD)-.F-.F-.S 24"D x 84"W Rectangular WS - Edgeband \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .S:Charcoal	1.00 Each	310.18	310.18
56	HF23C--.X104E Lock Core Replacement Kit Brushed Chrome .X104E:104E	4.00 Each	24.96	99.84

GROUP		DESCRIPTION		QUANTITY	EXTENDED AMOUNT
3 ERIN				1.0	8,323.79
LINE	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED AMOUNT	
57	HCD1 Polymer Center Drawer	1.00 Each	71.61	71.61	
58	HEFEC42P--\$(P1)-.S Panel Finished End Covers 42.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	23.48	23.48	



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59	HETC42--\$(P1)-.S Panel Top Cap 42"W \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	26.61	53.22
60	HETP4242FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 42W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	155.56	311.12
61	HEWS42P--\$(P1)-.S Wall Starter Kit for Panels 42.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	38.81	38.81
62	HHATCC704622R--\$(L1STD)-.F-.F-.G1-S-.P 70x46x22x22 Corner Cove - RH \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .G1:1 Grommet - Centered S:Charcoal .P:Black	1.00 Each	334.91	334.91
63	HHATM3S3LT--\$(P1)-.S-.X-.MEM Max 3 Stage 3 Leg T Foot \$(P1):P1 Paint Opts .S:Charcoal .X:Standard Glide .MEM:Memory Preset	1.00 Each	791.89	791.89
64	HHN831124--.S Flat Bracket 24D .S:Charcoal	1.00 Each	27.54	27.54
65	HJTRGH36--.P 36" Cable Management Tray - Black Only .P:Black	1.00 Each	37.87	37.87
66	HMBPOST1--.G-\$(P1)-.S Single Post Leg with Glide .G:Glide \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	122.70	245.40
67	HRVEP2429L--\$(P1)-.S Abound 29"H x 24"D Left End Panel \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	92.65	92.65
68	HRVOH30FM--\$(P1)-.S-.X	2.00	228.18	456.36



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	Abound Overhead-Metal Flipper Door 30" \$(P1):P1 Paint Opts .S:Charcoal .X:Omit Lock		Each	
69	HSCKTPS--.X Straight Connector Kit .X:No Option	1.00 Each	9.39	9.39
70	HSDSL29--\$(P1)-.S Abode Shared Leg \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	158.38	158.38
71	HTWTH--.P Acc Hrztl Wall Track for OH Storage-60"W .P:Black	2.00 Each	36.62	73.24
72	HVFB20R--.L-\$(P1)-.S Box/Box/File 28H x 19 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	3.00 Each	230.68	692.04
73	HVFF20R--.L-\$(P1)-.S File/File 28H x 19 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	228.80	457.60
74	HWR2436P--\$(L1STD)-.F-.F-.S Systems Rectangular Worksurface Edgeband 24D x 36W \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .S:Charcoal	1.00 Each	143.98	143.98
75	HWR2448P--\$(L1STD)-.F-.F-.S Systems Rectangular Worksurface Edgeband 24D x 48W \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .S:Charcoal	1.00 Each	167.77	167.77
76	HWR2460P--\$(L1STD)-.F-.F-.S Systems Rectangular Worksurface Edgeband 24D x 60W \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .S:Charcoal	1.00 Each	198.13	198.13
77	H873--.L-\$(P1)-.S Brigade 800 Series Lateral File 3 Drawer 30W .L:Standard Random Key Lock	3.00 Each	632.45	1,897.35



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	\$(P1):P1 Paint Opts .S:Charcoal			
78	HLED17A 17" LED Light W/PwrSupplyForDaisyChain(STARTER)	3.00 Each	190.62	571.86
79	HLED31A 31" LED Light W/PwrSupplyForDaisyChain(STARTER)	1.00 Each	255.72	255.72
80	HRVOH36FM--\$(P1)-.S-.X Abound Overhead-Metal Flipper Door 36" \$(P1):P1 Paint Opts .S:Charcoal .X:Omit Lock	1.00 Each	239.13	239.13
81	HRVOH48FM--\$(P1)-.S-.X Abound Overhead-Metal Flipper Door 48" \$(P1):P1 Paint Opts .S:Charcoal .X:Omit Lock	1.00 Each	263.23	263.23
82	HWR1866PN--\$(L1STD)-.F-.F Systems Rectangle Worksurface 18Dx66W Edgeban \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry	1.00 Each	186.86	186.86
83	HWR1854PN--\$(L1STD)-.F-.F Systems Rectangle Worksurface 18Dx54W Edgeban \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry	1.00 Each	169.65	169.65
84	HHN831124--.S Flat Bracket 24D .S:Charcoal	2.00 Each	27.54	55.08
85	HF23C--.X111E Lock Core Replacement Kit Brushed Chrome .X111E:111E	12.00 Each	24.96	299.52

GROUP	DESCRIPTION	QUANTITY	EXTENDED AMOUNT
4 HEATHER		1.0	3,632.81

LINE	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
86	HCTL241L--- Left-hand Cantilever 24"D ~:Undecided PAINT Option	1.00 Each	19.41	19.41
87	HEC57PLN--\$(P1)-.S 57.5H "L" Connector Post \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	59.16	59.16
88	HECSL	1.00	6.89	6.89



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	"L" Connector Strap	Each		
89	HEFEC57P--\$(P1)-.S Panel Finished End Covers 57.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	26.61	26.61
90	HES1524G--\$(P1)-.S-.Q Glass Stacker 15H x 24W \$(P1):P1 Paint Opts .S:Charcoal .Q:Clear	1.00 Each	177.47	177.47
91	HES1530G--\$(P1)-.S-.Q Glass Stacker 15H x 30W \$(P1):P1 Paint Opts .S:Charcoal .Q:Clear	2.00 Each	200.01	400.02
92	HES1536G--\$(P1)-.S-.Q Glass Stacker 15H x 36W \$(P1):P1 Paint Opts .S:Charcoal .Q:Clear	2.00 Each	207.21	414.42
93	HETC24--\$(P1)-.S Panel Top Cap 24"W \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	16.90	16.90
94	HETC30--\$(P1)-.S Panel Top Cap 30"W \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	20.03	40.06
95	HETC36--\$(P1)-.S Panel Top Cap 36"W \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	25.67	51.34
96	HETP4224FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 24W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	128.96	128.96
97	HETP4230FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 30W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts	2.00 Each	135.84	271.68



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	.S:Charcoal			
98	HETP4236FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 36W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	143.04	286.08
99	HHATCC583422R--\$(L1STD)-.F-.F-.G2-S-.P 58x34x22x22 Corner Cove - RH \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .G2:2 Grommets - Offset S:Charcoal .P:Black	1.00 Each	246.64	246.64
100	HHATM3S3LT--\$(P1)-.S-.X-.MEM Max 3 Stage 3 Leg T Foot \$(P1):P1 Paint Opts .S:Charcoal .X:Standard Glide .MEM:Memory Preset	1.00 Each	791.89	791.89
101	HJTRGH36--.P 36" Cable Management Tray - Black Only .P:Black	1.00 Each	37.87	37.87
102	HLSLZ5SC60--.P 48"W External Stiffener .P:Black	1.00 Each	59.89	59.89
103	HRVEP2429R--\$(P1)-.S Abound 29"H x 24"D Right End Panel \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	92.65	92.65
104	HSCKTPS--.X Straight Connector Kit .X:No Option	3.00 Each	9.39	28.17
105	HVFB23R--.L-\$(P1)-.S Box/Box/File 28H x 22 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	237.57	237.57
106	HWR2472P--\$(L1STD)-.F-.F-.S Systems Rectangular Worksurface Edgeband 24D x 72W \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry	1.00 Each	219.10	219.10



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	.S:Charcoal			
107	HWSB2--\$(P1)-.S Worksurface Bracket Kit \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	20.03	20.03

GROUP	DESCRIPTION	QUANTITY	EXTENDED AMOUNT
5 JOSIE		1.0	4,716.99

LINE	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
108	H105R2448--\$(L1STD)-.F-F 48Wx24D Rectangle Worksurface \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry F:Shaker Cherry	2.00 Each	145.39	290.78
109	HCD1 Polymer Center Drawer	1.00 Each	71.61	71.61
110	HCNLEG29--\$(P1)-.S Support Column For Peninsula 29H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	90.77	90.77
111	HCTL241R--\$(P1)-.S Right-hand Cantilever 24"D \$(P1):Select P1 Paint .S:Charcoal	1.00 Each	19.41	19.41
112	HCTL241L--\$(P1)-.S Left-hand Cantilever 24"D \$(P1):Select P1 Paint .S:Charcoal	1.00 Each	19.41	19.41
113	HEC65PLN--\$(P1)-.S 65H "L" Connector Post \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	61.66	61.66
114	HECS1 Single Connector Strap	1.00 Each	6.89	6.89
115	HECVH22P--\$(P1)-.S Variable Height Connector Kit 22.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	28.80	28.80
116	HEFEC42P--\$(P1)-.S Panel Finished End Covers 42.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	23.48	23.48
117	HETC36--\$(P1)-.S Panel Top Cap 36"W	2.00 Each	25.67	51.34



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	\$(P1):P1 Paint Opts .S:Charcoal			
118	HETC48--\$(P1)-.S Panel Top Cap 48"W \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	29.11	58.22
119	HETP4248FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC42.5H x 48W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	162.13	162.13
120	HETP6536FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 65H x 36W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	175.59	351.18
121	HETP6548FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 65H x 48W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	199.07	199.07
122	HEWS65P--\$(P1)-.S Wall Starter Kit for Panels 65H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	45.39	45.39
123	HHN831124--.S Flat Bracket 24D .S:Charcoal	1.00 Each	27.54	27.54
124	HLED17A 17" LED Light W/PwrSupplyForDaisyChain(STARTER)	1.00 Each	190.62	190.62
125	HLED31A 31" LED Light W/PwrSupplyForDaisyChain(STARTER)	1.00 Each	255.72	255.72
126	HL2428O--\$(P1)-.S 24"D x 28"H O-Leg Support for Wksf (single leg) \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	193.56	193.56
127	HRVOH36FM--\$(P1)-.S-.X Abound Overhead-Metal Flipper Door 36" \$(P1):P1 Paint Opts	1.00 Each	239.13	239.13



952.808.9900 | 866.574.5389

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SALES PERSON Tiffany Daigle (Nelson)
218-231-0016
tiffany.daigle@innovativeos.com

PROPOSAL

DATE 08/28/2024
CUSTOMER NAME CITY OF HIBBING
CUSTOMER NUMBER NBI7248
CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

	.S:Charcoal .X:Omit Lock			
128	HRVOH48FM--\$(P1)-.S-.X Abound Overhead-Metal Flipper Door 48" \$(P1):P1 Paint Opts .S:Charcoal .X:Omit Lock	1.00 Each	263.23	263.23
129	HCKTPS--.X Straight Connector Kit .X:No Option	2.00 Each	9.39	18.78
130	HVFB23R--.L-\$(P1)-.S Box/Box/File 28H x 22 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	4.00 Each	237.57	950.28
131	HVFB20R--.L-\$(P1)-.S Box/Box/File 28H x 19 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	2.00 Each	230.68	461.36
132	HHN831118--.S Flat Bracket 18D .S:Charcoal	1.00 Each	26.92	26.92
133	HWC4824P--\$(L1STD)-.F-.F-.S Systems Corner Worksurface 48Wx24D Edgeband Curved \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .S:Charcoal	1.00 Each	246.96	246.96
134	HWP2460PN--\$(L1STD)-.F-.F Systems Peninsula 24Wx60L Edgeband No Grommet \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry	1.00 Each	163.07	163.07
135	HF23C--.X101E Lock Core Replacement Kit Brushed Chrome .X101E:101E	8.00 Each	24.96	199.68

GROUP		DESCRIPTION		QUANTITY	EXTENDED AMOUNT	
6 OWEN				1.0	5,376.36	
LINE	DESCRIPTION			QUANTITY	UNIT PRICE	EXTENDED AMOUNT
136	H105293--\$(L1STD)-.F-F			1.00	1,243.84	1,243.84
	10500 Series 36W x 24D x66-5/8H Storage Cab/Lat File			Each		
	\$(L1STD):Grd L1 Standard Laminates					
	.F:Shaker Cherry					



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PROPOSAL

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ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

F:Shaker Cherry

137	HCD1 Polymer Center Drawer	1.00 Each	71.61	71.61
138	HCTL241L--\$(P1)-.S Left-hand Cantilever 24"D \$(P1):Select P1 Paint .S:Charcoal	1.00 Each	19.41	19.41
139	HCTL241R--\$(P1)-.S Right-hand Cantilever 24"D \$(P1):Select P1 Paint .S:Charcoal	1.00 Each	19.41	19.41
140	HEC57PLN--\$(P1)-.S 57.5H "L" Connector Post \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	59.16	59.16
141	HECSL "L" Connector Strap	1.00 Each	6.89	6.89
142	HEFEC57P--\$(P1)-.S Panel Finished End Covers 57.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	26.61	26.61
143	HES1536G--\$(P1)-.S-.Q Glass Stacker 15H x 36W \$(P1):P1 Paint Opts .S:Charcoal .Q:Clear	3.00 Each	207.21	621.63
144	HES1548G--\$(P1)-.S-.Q Glass Stacker 15H x 48W \$(P1):P1 Paint Opts .S:Charcoal .Q:Clear	1.00 Each	246.33	246.33
145	HETC36--\$(P1)-.S Panel Top Cap 36"W \$(P1):P1 Paint Opts .S:Charcoal	3.00 Each	25.67	77.01
146	HETC48--\$(P1)-.S Panel Top Cap 48"W \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	29.11	29.11
147	HETP4236FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC 42.5H x 36W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts	3.00 Each	143.04	429.12



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PROPOSAL

DATE 08/28/2024
CUSTOMER NAME CITY OF HIBBING
CUSTOMER NUMBER NB17248
CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

	.S:Charcoal			
148	HETP4248FP--\$(A)-.REF-22-\$(P1)-.S Tackable Panel w/o TC42.5H x 48W \$(A):Grd A Fabric .REF:Reflection 22:Pewter \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	162.13	162.13
149	HEWS57P--\$(P1)-.S Wall Starter Kit for Panels 57.5H \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	42.88	42.88
150	HHATCC704622R--\$(L1STD)-.F-.F-.G2-S-.P 70x46x22x22 Corner Cove - RH \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .G2:2 Grommets - Offset S:Charcoal .P:Black	1.00 Each	334.91	334.91
151	HHATM3S3LT--\$(P1)-.S-.X-.MEM Max 3 Stage 3 Leg T Foot \$(P1):P1 Paint Opts .S:Charcoal .X:Standard Glide .MEM:Memory Preset	1.00 Each	791.89	791.89
152	HJTRGH36--.P 36" Cable Management Tray - Black Only .P:Black	1.00 Each	37.87	37.87
153	HSCKTPS--.X Straight Connector Kit .X:No Option	2.00 Each	9.39	18.78
154	HSDSL29--\$(P1)-.S Abode Shared Leg \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	158.38	158.38
155	HVFB23R--.L-\$(P1)-.S Box/Box/File 28H x 22 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	1.00 Each	237.57	237.57
156	HVFF20R--.L-\$(P1)-.S File/File 28H x 19 7/8D x 15W .L:Lock \$(P1):P1 Paint Opts	1.00 Each	228.80	228.80



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PROPOSAL

DATE 08/28/2024
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CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

	.S:Charcoal			
157	HWC3624P--\$(L1STD)-.F-.F-.S Systems Corner Worksurface 36Wx24D Edgeband Curved \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .S:Charcoal	1.00 Each	204.08	204.08
158	HWR2472P--\$(L1STD)-.F-.F-.S Systems Rectangular Worksurface Edgeband 24D x 72W \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .S:Charcoal	1.00 Each	219.10	219.10
159	HF23C--.X103E Lock Core Replacement Kit Brushed Chrome .X103E:103E	2.00 Each	24.96	49.92
160	HF23B--.X103E Black Removable Lock Core Kit .X103E:103E	2.00 Each	19.96	39.92

GROUP	DESCRIPTION	QUANTITY	EXTENDED AMOUNT	
7 SHEENA		1.0	6,745.27	
LINE	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
161	H10502--\$(L1STD)-.F 10500 Series Floorstd Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry	1.00 Each	375.41	375.41
162	H105322K--\$(L1STD)-.F-F 10500 Series42x37 1/8 Stack-On Storage 2-Dr Locking ETA \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry F:Shaker Cherry	1.00 Each	404.05	404.05
163	H105535--\$(L1STD)-.F-F 10500 Series Bookcase 5-shelf 36Wx13-1/8Dx71H \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry F:Shaker Cherry	2.00 Each	450.93	901.86
164	H105681--\$(L1STD)-.F-F 10500 Series Return Shell 29-1/2H x 41W x 24D \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry F:Shaker Cherry	2.00 Each	269.95	539.90
165	H105852--\$(L1STD)-.F 10500 Series Back enclosure for 42"W Stack on Storage \$(L1STD):Grd L1 Standard Laminates	1.00 Each	110.67	110.67



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PROPOSAL

DATE 08/28/2024
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CUSTOMER NUMBER NB17248
CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

	.F:Shaker Cherry			
166	H36720R--.L-\$(P1)-.S Brigade Ped "R" Pull Freestanding B/B/F 20"D x 28"H .L:Lock \$(P1):P1 Paint Opts .S:Charcoal	6.00 Each	256.03	1,536.18
167	H90052--\$(A)-.REF-22 10500 Series Tckbd for 42"W Stack on Strg Bck Enclosure \$(A):Grd A Fab .REF:Reflection 22:Pewter	1.00 Each	132.80	132.80
168	HHATCC724824R--\$(L1STD)-.F-.F-.G1-S-.P 72x48x24x24 Corner Cove - RH \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry .F:Shaker Cherry .G1:1 Grommet - Centered S:Charcoal .P:Black	1.00 Each	334.91	334.91
169	HHATM3S3LT--\$(P1)-.S-.X-.MEM Max 3 Stage 3 Leg T Foot \$(P1):P1 Paint Opts .S:Charcoal .X:Standard Glide .MEM:Memory Preset	1.00 Each	791.89	791.89
170	HJTRGH36--.P 36" Cable Management Tray - Black Only .P:Black	1.00 Each	37.87	37.87
171	HNLEP1128--\$(L1STD)-.F 1-1/8Wx11-1/4Dx28-1/2H End Panels for 24D; 2pk \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry	2.00 Each	139.31	278.62
172	HPCW1 Counterweight-Freestanding Pedestal	6.00 Each	87.01	522.06
173	H10503--\$(L1STD)-.F 10500 Series Lateral File Ped 36"W x 20"D x 28"H \$(L1STD):Grd L1 Standard Laminates .F:Shaker Cherry	1.00 Each	569.41	569.41
174	HF23C--.X102E Lock Core Replacement Kit Brushed Chrome .X102E:102E	6.00 Each	24.96	149.76
175	HF27B--.X102E Black Removable Lock Core Kit .X102E:102E	1.00 Each	19.96	19.96
176	HF23B--.X102E	2.00	19.96	



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Black Removable Lock Core Kit
.X102E:102E

PROPOSAL

DATE 08/28/2024
CUSTOMER NAME CITY OF HIBBING
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CUSTOMER PO
ORDER NAME City of Hibbing Clerks-HON
ORDER NUMBER 228659
PROJECT NUMBER
TERMS NET30

Each 39.92

GROUP	DESCRIPTION	QUANTITY	EXTENDED AMOUNT	
SERVICES		1.0	10,581.82	
LINE	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
177	DESIGN	1.00	1,754.55	1,754.55
	DESIGN	Each		
178	INSTALL	1.00	8,827.27	8,827.27
	DELIVERY & INSTALL	Each		
	Remit to address for deposits: Innovative office Solutions LLC Lockbox #131434 PO Box 1414 Minneapolis, MN 55480-1414	SUBTOTAL		\$52,150.50
		TOTAL		\$52,150.50
		REQUIRED DEPOSIT 50.00%		\$26,075.25
	Proposal Valid For 14 Days			

Thank you for the opportunity to partner together. Please review the quotation and let us know if you have any questions.

Signature: _____ Name: _____ Title: _____ Date: _____



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PROPOSAL

DATE	08/28/2024
CUSTOMER NAME	CITY OF HIBBING
CUSTOMER NUMBER	NB17248
CUSTOMER PO	
ORDER NAME	City of Hibbing Clerks-HON
ORDER NUMBER	228659
PROJECT NUMBER	
TERMS	NET30

THANK YOU FOR THE OPPORTUNITY

We are thrilled for the opportunity to partner together on your project. The terms and conditions below outline a working understanding for the project journey and is intended to set both organizations up for success. If you have questions or concerns, please contact us directly.

QUOTES AND PRICING

Please review your final project plan and quote to confirm it will fit your space and workplace needs. Quoted prices are good for 14 days from the date of the proposal. Due to the volatile transportation conditions in 2022 & 2023, freight will be billed based upon actual. Unless otherwise noted, prices quoted do not include sales, use, excise, or other applicable taxes. Any applicable taxes will be added or adjusted on the invoice at the time of billing. Buyers exempt from taxes should provide Innovative with copies of exemption certificates prior to placing the order.

DESIGN AND ORDERING

Innovative's Design team will work with you and/or your team to design a space that is customized to your budget, style and unique needs to transform your space/s and bring your vision to life. If you do not want to move forward with us on a project, the design work remains the exclusive property of Innovative Office Solutions and we reserve the right to invoice you for the design costs incurred.

NEED FOR DEPOSITS

A deposit of 50% of the order is required on all projects in excess of \$10,000. The deposit is essential as our vendor partners require payment from us when placing orders. Once the deposit is received, we will place your order. Payments must be in the form of check, ACH or wire transfer. Credit cards are not accepted for deposits or other furniture payments over \$5,000.

PAYMENT TERMS

Our Innovative team will send invoices following delivery and installation completion. To ensure a seamless accounting experience, please send payment within 30 days of the invoice date. It is not uncommon for a project to be substantially complete, except for a few punch list items. We appreciate you paying your invoice in full. Innovative will complete your project when outstanding items and/or parts become available.

CHANGES

Once we receive the sign off on design plan and proposed budget, your order will be placed. Due to the customization of many projects, once orders are placed, most products are not returnable. Modifications or cancellations may result in cancellation or restocking charges by our manufacturer partners. Unfortunately, we will need to invoice you if such charges are incurred. Where a Scope of Work is included with this Agreement, costs resulting from changes in the scope of the project, including any additional requirements or restrictions placed on Innovative will be added to the project price. When Innovative becomes aware of the nature and impact of the change, you will be notified, and all project paperwork will be updated as necessary. In this instance, a revised quote will be generated for signoff.

PROJECT DELAYS AND STORAGE

We understand projects are occasionally delayed. This may mean you are unable to accept product from us as scheduled. When this occurs, Innovative will store your items at no charge for up to 30 days to provide you with additional time to ensure your space is ready for installation. After 30 days, we will provide a quote to continue to store your product, as we want to make sure it is safe and in a secure location.

DELIVERY AND RECEIPT OF PRODUCT

We will contact you once we are notified your product has been shipped and is on its way. Your product will be delivered during regular business hours. In order to provide an exceptional delivery experience, we ask that you inform us of any unique circumstances that a driver or install team may face during a delivery. This may include such challenges as a downtown location or the need for a liftgate. Providing us with this information ensures that product is delivered to the proper location within your facility and will reduce the chances of damage to any of the items.

We kindly ask you to inspect all product directly shipped and/or delivered and brought onto the job site as scheduled. If you discover product has been damaged or shipped in error during the receiving process, please notify us within 24 hours to ensure that appropriate claims can be



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PROPOSAL

DATE	08/28/2024
CUSTOMER NAME	CITY OF HIBBING
CUSTOMER NUMBER	NB17248
CUSTOMER PO	
ORDER NAME	City of Hibbing Clerks-HON
ORDER NUMBER	228659
PROJECT NUMBER	
TERMS	NET30

filed. After product arrives at your site, any loss or damage caused by other trades or by weather, fire or other elements is your responsibility.

INSTALLATION PREMISES CONDITIONS

It is our sincere priority to make sure the installation of your product is timely, professional, and as efficient as possible. To facilitate this, we ask the site to be clean, clear, and free of debris prior to installation. The jobsite should have proper lighting, heat, power source, hoisting and/or elevator service and suitable unobstructed dock space and a secured staging area. The job site shall also be free of the interference of other trades in the area where installation is taking place.

We understand in certain situations spaces are not ready for installation when the initial date was scheduled. If this is the case, please provide at least a 48-hour notice so we can keep your project on track to the best of our ability. If proper, timely communication does not occur, unfortunately additional charges may be invoiced to cover costs incurred. Our Installation Team installs product based on the final approved layout. If there are any changes to the final plan, please make sure these are addressed prior to the installation date.

WARRANTY

Each manufacturing partner of Innovative has a warranty standard. For more information on warranty details, reach out to your Innovative Account Executive. Warrantied product replacements may require billable installation services.

CLAIMS

Innovative will help resolve claims concerning damaged and/or defective product, materials and/or workmanship made within the warranty period as stated by the manufacturer, supplier, or fabricator. We will arrange for the repair or replacement of any damaged or defective items and/or installation to make sure the project is successful.

FORCE MAJEURE

We will do our absolute best to ensure we can secure and install your product, but if there are reasons beyond our control, Innovative will not be liable. Reasons include but are not limited to, strikes, pandemics, embargos, war or other breakout of hostilities, acts of God, machinery breakdowns, delays of carriers or suppliers, and domestic or foreign governmental acts or regulations.

GOVERNING LAW

This agreement shall be governed by and construed according to the laws of the State of Minnesota.

ARBITRATION

We want to make this a true partnership and resolve any issues that may occur. Any controversies or claims arising relating to this contract will be settled by arbitration administered by the American Arbitration Association. They will fall under its commercial rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court with authority. The award shall include the costs of arbitration and the legal fees of the prevailing party.

THANK YOU FOR YOUR PARTNERSHIP

Innovative Office Solutions is built upon a "relationships matter" belief system, and every project matters to us. We are thankful for the opportunity to partner together, and we look forward to serving you!

Authorized Signature

Date

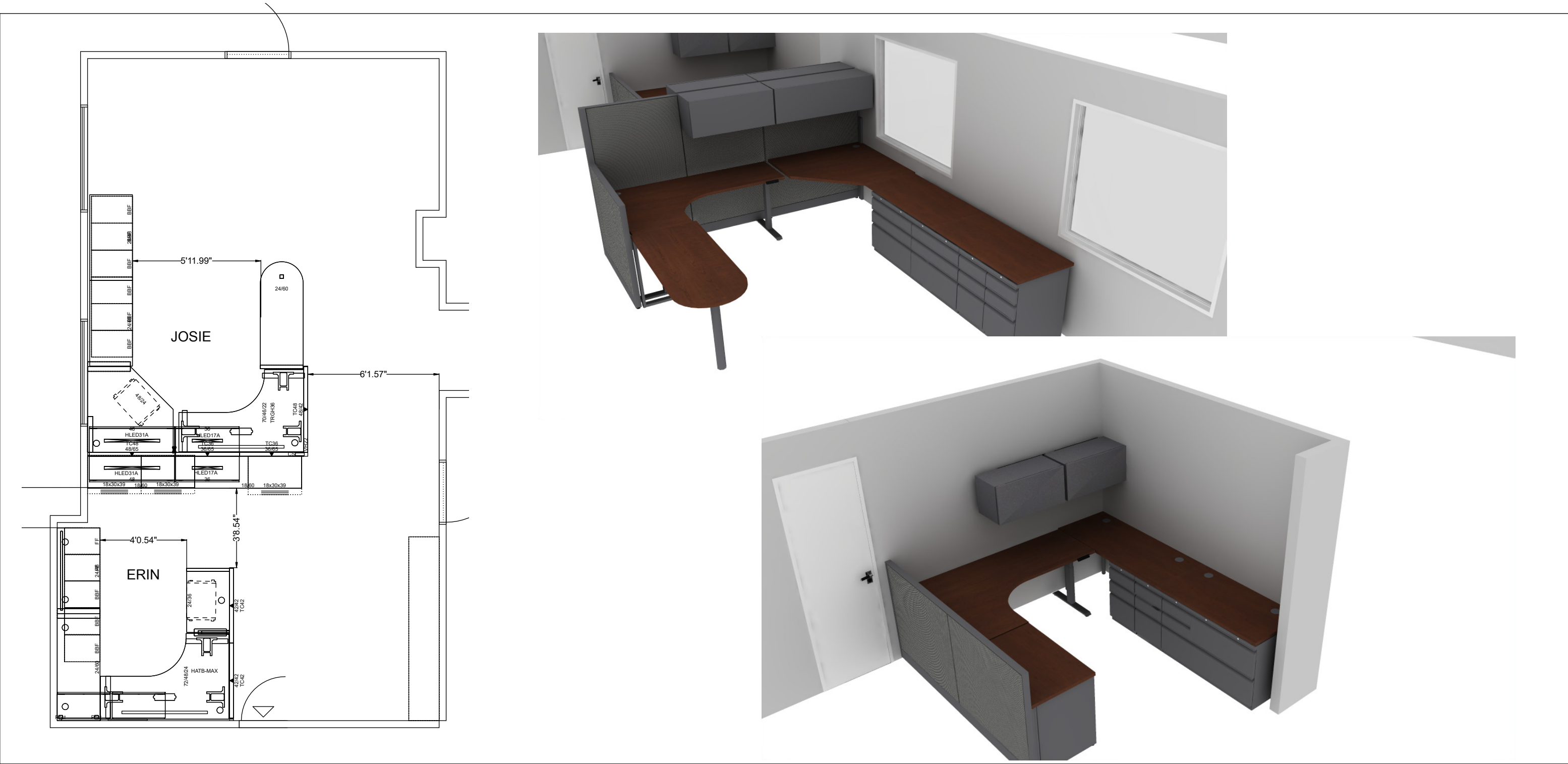


CLIENT		PROJECT NAME	
City of Hibbing		City of Hibbing Clerks	
ADDRESS		PROJECT #	
401 East 21st Street Hibbing, MN 55746		228659	
DATE:	8/27/2024	SCALE:	REP: Tiffany Daigle

DRN BY: Katie Johnston/ AW	
CKD BY:	DATE :
CKD BY:	DATE :
ACCEPTED BY: _____	
DATE: _____	

REVISIONS
DATE: 5-17-2024: Updated drawing 8-27-2021: Updated drawing - AW

SHEET TITLE
Room 1
SHEET NUMBER
1/2





HEADQUARTERED IN BURNSVILLE, MN
TOLL FREE (866) 574-5389

CLIENT		PROJECT NAME	
City of Hibbing		City of Hibbing Clerks	
ADDRESS		PROJECT #	
401 East 21st Street Hibbing, MN 55746		228659	
DATE:	8/27/2024	SCALE:	REP: Tiffany Daigle

DRN BY: Katie Johnston/ AW	
CKD BY:	DATE :
CKD BY:	DATE :
ACCEPTED BY: _____	
DATE: _____	

REVISIONS
DATE: 5-17-2024: Updated drawing 8-27-2021: Updated drawing - AW

SHEET TITLE
Room 2
SHEET NUMBER
2/2



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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 quote from 218 Tree Removal LLC to perform tree removal of 8 city trees on city boulevards. We plan to use a portion of our remaining MN DNR ReLeaf Grant dollars to help with the removal of ash and hazard trees that were identified in the study. City staff has identified 8 large trees that were flagged for removal.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact

\$25,000 - MN DNR ReLeaf Grant Money

Action Requested

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

Attachments

1. 9-18-24 RCA Approve tree removal quote
2. 9-18-24 EST0126 (1)



Request for City Council Action

9/18/2024

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Attachments:

Main Agenda _____

Consent Agenda X

Description of Agenda Item:

Approve the quote from 219 Tree Service LLC for boulevard tree removal.

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 quote from 218 Tree Removal LLC to perform tree removal of 8 city trees on city boulevards. We plan to use a portion of our remaining MN DNR ReLeaf Grant dollars to help with the removal of ash and hazard trees that were identified in the study. City staff has identified 8 large trees that were flagged for removal.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact:

\$25,000 – MN DNR ReLeaf Grant money

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

Requesting Council approval



Estimate

Number: EST0126
Date: Aug 29, 2024

For:
City Of Hibbing
NickArola@hibbingmn.gov
218-312-1617

Estimate From:
218 Tree Service
218-259-0037
2037 Knollwood Dr Grand Rapids, MN
55744
www.218treeservice.com

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
1. 809 Minnesota Street Removal of one tree, grinding of stump 6" below grade as close to sidewalk and curb as possible, filling hole with topsoil and seeding.	1	\$3,500.00	\$3,500.00
2. 833 Minnesota street (2 trees) Removal of two trees, grinding stumps 6" below grade as close to curb and sidewalk as possible, filling holes with topsoil and seeding.	1	\$7,000.00	\$7,000.00
3. 9th Ave E - between Minnesota and Michigan St (3 trees) Removal of 3 trees, grinding stumps 6" below grade as close to curb and sidewalk as possible, fill holes with topsoil and seed.	1	\$8,000.00	\$8,000.00
4. 1831 8th Ave E Removal of 1 tree, grind stump 6" below grade as close to curb and sidewalk as possible, fill hole with topsoil and seed.	1	\$3,000.00	\$3,000.00

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
5. Corner of 8th Ave E and 19th Street. Remove tree, grind stump 6"below grade as close to curb and sidewalk as possible, fill hole with topsoil and seed.	1	\$3,500.00	\$3,500.00
Payment instructions Cash or Check Made out to 218 Tree Service. A 4% service fee will be added to total for those who wish to pay via Credit/Debit card.	SUBTOTAL		\$25,000.00
	TOTAL		\$25,000.00
	PAID		\$0.00
	BALANCE DUE		\$25,000.00

Terms and conditions

Estimate valid for 15 days. By accepting this estimate you are signing a legal contract with 218 Tree Service. A cancellation of this contract will result in a service charge of \$100 or 10% of the total estimate (whichever is greater).



Request for Council Action

City Council Action

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

Description of Agenda Item

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

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

\$41,800

Action Requested

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

Attachments

1. HibbingGrandStandDemo



September 3, 2024

Nick Arola
City of Hibbing

Quote: Hibbing Raceway
Grand Stand Demo

I am quoting demolishing and disposing of the wood framed grandstand on the north side of the main concrete structure. Work scope includes mobilization, ten-day notice to the MPCA, take the structure down, haul the demolition debris to the General Waste landfill and pay for disposal cost, remove the concrete footings and dispose of them, rough grade the area with existing materials.

Lump Sum for the above scope of work \$41,800.00

We do not include the following:

Asbestos / hazardous materials inspection nor abatement.

Imported fill materials.

Thank you for the opportunity; please advise.

Regards,

A handwritten signature in black ink, appearing to be "Nick Bougalis", written in a cursive style.

Nick Bougalis
m: (218) 969-7424
e: nick@bougalisinc.com



Request for Council Action

City Council Action

City Council consideration and action to execute the Professional Land Survey Services Proposal from Widseth - Hibbing in the amount of \$13,400 which includes the locate services, if required

Description of Agenda Item

City Council consideration and action to execute the Professional Land Survey Services Proposal from Widseth - Hibbing in the amount of \$13,400 which includes the locate services, if required

Strategic Initiative

Safe Secure and Valued Community

Owner of Agenda Item

Greg Pruszinske, City Administrator, 218.969.4850, gregpruszinske@hibbingmn.gov

Introduction/Background/Justification/Key Issues/Legal

Existing Conditions/topographic and boundary survey of the existing jointly-owned Public Works Facility Property

Board/Commission/Committee Actions(s):

NONE

Budgetary/Fiscal Impact

\$13,400 which includes the locate services if required

Action Requested

City Council consideration and action to execute the Professional Land Survey Services Proposal from Widseth - Hibbing in the amount of \$13,400 which includes the locate services, if required

Attachments

1. Hibbing Public Safety Project Survey 9-6-2024
2. RCA for the Widseth Public Safety Survey

September 6, 2024

City of Hibbing
Attn: Greg Pruszinske
401 East 21st Street
Hibbing, MN 55746

Professional Land Survey Services Proposal

Hibbing Public Safety Site, Existing Conditions / Topographic Survey and Boundary Survey

Greg,

Thank you for the opportunity to submit the following professional land survey services proposal for the proposed Hibbing Public Safety Site. We understand this project to include an existing conditions / topographic and boundary survey of the property, located at 1425 East 23rd Street, Hibbing, MN 55746. We have completed research of the area and have a good understanding of the efforts necessary to complete the survey as discussed.

Proposed Scope of Work

Widseth proposes to provide the following scope of services:

- **Field Survey Services:**

- Utilize existing surveys, plats, Gov't corners, and a current deed as the basis for our work.
- Recover the corners necessary to determine your boundary.
- Verify existing monuments or place new 5/8 inch by 24-inch rebar monuments marked by flagging.
- Tie into MNDOT control monuments.
- Perform an existing conditions/topographic survey of the area as was indicated.
- Locate existing building corners.
- Locate FFE at doorways.
- Locate interior concrete pavement elevations at connection locations for proposed building addition.
- Locate existing above and underground utilities based on a gopher one utility locate.
- Set a benchmark on site.

- **Office Computations and Drawing**

- Compile the field data and prepare an existing conditions/ topographic and boundary survey drawing to include:
 - Improvements on the subject property
 - Building location and FFE
 - Elevation contours
 - Utilities
 - Property boundaries and record description.
 - Property corners found and established.
- Provide a PDF of the existing conditions and boundary survey and CAD file for design use.

Proposed Fee

Widseth proposes to complete the Scope of Services described above for a lump sum fee of \$12,600.00 (twelve thousand six hundred dollars).

A private locate can also be performed for an additional \$800.00.

We are ready to begin this project immediately following the notice to proceed. If you accept our proposal, please sign below and return to our office.

Submitted:

WIDSETH



9/6/2024

Anthony Palcich, PLS
Land Surveyor

Approved:

Greg Pruszinske
City Administrator



9/6/2024

David Jordan, PE
Vice President

DATE: _____



Request for City Council Action

City Council Action

Approved

☐

Denied

☐

Amended

☐

Tabled

☐

Main Agenda __x__

Consent Agenda _____

Date: 9-18-2024

Description of Agenda Item: Hibbing Public Safety Center: Survey of Existing Jointly Owned Public Works Property

Strategic Initiative: Safe Secure and Valued Community

Owner of Agenda Item/Department/email address/Phone: Greg Pruszinske, 218-312-1600

Introduction/Background/Justification/Key Issues/Legal: Existing Conditions/topographic and boundary survey of the existing jointly owned public works facility property.

Board/Commission/Committee Actions(s):

Budgetary/Fiscal Impact: \$13,400 which includes the locate services, if required.

Action Requested: City Council consideration and action to execute the Professional land Survey Services Proposal.

COMMUNITY FESTIVAL LICENSE

TEMPORARY ON-SALE LIQUOR LICENSE

- ☐ The fee for a community festival license shall be \$35.00 per event
☒ The fee for a temporary liquor license shall be \$35 per day

Community Festival License Authorized: The Council may authorize any holder of an on-sale liquor license issued by the City to dispense intoxicating liquor off-premises at a community festival held within the City. The authorization shall specify the area in which the intoxicating liquor must be dispensed and consumed. The authorization shall not be issued unless the licensee demonstrates that it has liability insurance to cover the event.

License Authorized: The Council may authorize any holder of an on-sale liquor license issued by the City to dispense intoxicating liquor off-premises at a community festival held within the City. The authorization shall specify the area in which the intoxicating liquor must be dispensed and consumed. The authorization shall not be issued unless the licensee demonstrates that it has liability insurance to cover the event.

Application: Every person desiring a license shall file with the City Administrator a written and verified application upon forms if prescribed by the proper Department of the State of Minnesota, together with such additional information as the Council may desire. If license application is not so prescribed by the State of Minnesota, then the application is submitted upon forms that are furnished by the City. Information required may vary with the type of business organization making application. All questions asked or information required by the application forms shall be answered fully and completely by the applicant. Note approval information below.

Type or Print Information

Name of Organization Making Application <i>BTL INC DBA Muluspub</i>	Date Organized <i>02-2022</i>	Tax Exempt Number <i>88-3924445</i>	
Street Address <i>413 E. Howard St.</i>	City <i>Hibbing</i>	State <i>MIN</i>	Zip Code <i>55746</i>
Name of Person Making Application	Business Phone <i>218-440-1213</i>	Home Phone <i>218-403-0838</i>	

Dates Liquor will be sold (1 to 4 days) <i>Sept. 28, 2024</i>	Type of Organization ☐ Club ☐ Charitable ☐ Religious ☐ Other Non Profit		
Organization Officer's Name	Address		
Organization Officer's Name	Address		
Location where license will be used. If an Outdoor Area describe: <i>Hibbing Memorial Arena</i>			
Will the applicant contract for intoxicating liquor services? If yes, list the name and address of the liquor license providing service. A current copy of the license MUST accompany this application. <i>Mike's Pub - 413 E Howard St</i>			
The applicant(s) WILL provide the liquor liability insurance. Also, a current copy of the liquor liability insurance including the carrier's name and amount of coverage MUST accompany this application.			
APPROVAL			
Application must be submitted to the City Council Office at least 30 days prior to the event and are to be approved by the City Council			
CITY OF HIBBING		Date Approved:	
City Fee Amount:		License Dates:	
Date Fee Paid:			
Signature City Clerk		Date	

Insurance Certificate Requirements:

Whenever an insurance certificate is required by this Chapter the applicant shall file with the City Clerk-Treasurer a certificate of insurance showing (1) that the limits are at least as high as required, (2) that coverage is effective for at least the license term approved, and (3) that such insurance will not be cancelled or terminated without thirty days written notice served upon the City Clerk-Treasurer. Cancellation or termination of such coverage shall be grounds for license revocation. Any such license may be conditioned, qualified and restricted as the Council sees fit. If the premises to be licensed are owned or under the control of the City, the applicant shall file with the City, prior to issuance of the license, a certificate of liability insurance coverage in at least the sum of \$100,000.00 for injury to any one person and \$300,000.00 for injury to more than one person, naming the City as an insured during the license period.

False Statements:

It is unlawful for any applicant to intentionally make a false statement or omission upon any application form. Any false statement in such application, or any willful omission to state any information called for on such application form shall, upon discovery of such falsehood, work an automatic refusal of license, or if already issued, shall render any license issued pursuant thereto void and of no effect to protect the applicant from prosecution for violation of this Chapter, or any part hereof.

Hours of Liquor Sales During the Community Event shall be as follows:

Outside: Shall be from 5:00 p.m. to midnight in their designated area of their establishment.

Inside: Hours of sale during this event if organizations participating shall be 8:00 a.m. to 1:00 a.m.

Note: Those establishments participating in this event and holding a valid 2.a.m. liquor license shall be required to stop serving alcohol at 1:00 a.m. **No Exceptions.**

Reference:

City Ordinance Chapter 5 Liquor, Beer, and Wine Licensing and Regulation,
Section 5.30 -- 5.34 and 5.39 and Ordinance No. 318, 2nd Series

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 College Foundation	
Type of Organization:	501c3	
Mailing Address:	1515 E. 25 th St.	
City, State, Zip	Hibbing, Mn 55746	
Contact Person:	Melissa A Versich	Daytime Phone Number: 651-216-6829
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:	1515 E. 25 th St. Hibbing
Dates of Activity:	October 14 — December 21, 2024
Check Box or Boxes that Indicate the Type of Gambling Activity:	☒ Raffle ☐ Other _____
Price Per Ticket:	\$50
Total value of prizes to be awarded:	\$4000.00 4K
Types of Prizes:	Cash prizes

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.

Melissa A Versich
 Organization Representative

8/30/24
 Date

☒ Registered as Excluded Raffle

☐ Send to Council for Approval

not sure

1368

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 College Foundation	
Type of Organization:	501c3	
Mailing Address:	1515 E. 25 th ST.	
City, State, Zip	Hibbing, Mn 55746	
Contact Person:	Melissa Versick	Daytime Phone Number: 651-216-6829
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:	The Do You LLC
Dates of Activity:	Saturday, Nov. 9, 2024
Check Box or Boxes that Indicate the Type of Gambling Activity:	☐ Raffle ☒ Other Bingo
Price Per Ticket:	\$40 -
Total value of prizes to be awarded:	\$1,000 -
Types of Prizes:	Purses.

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.

Melissa A Versick
 Organization Representative

8/30/24
 Date

☒ Registered as Excluded Raffle

☐ Send to Council for Approval

not
 sure

1369

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:		
Date of Event: 9-31-24		
Location of Event: Bus Museum		
Organizer: Ron Dicklich		
Organizer Contact Information: 218-966-7071	Home Phone: Cell Phone: 218-966-7071	Work Phone: S. And

☒ **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: Greyhound Bus Museum Greyhound

TITLE, PURPOSE, AND BRIEF DESCRIPTION OF EVENT:

Celebrate 110th Anniversary of Greyhound
Bus & 25th Anniversary of the Museum

Date of Event: 9-21-21

Refer media or citizen inquires to:

Rob Dicklich Telephone: 218-966-7071

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:

Rob Dicklich Volunteer Museum Director

Address:

Mailing Address:

31621 Spruce Dr. Pennington, MN 55771

Affiliation:

Telephone: (day) 218-966-7071 (evening) Same

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: <i>Bus Museum</i>		
Mailing Address:		
Daytime Phone:	Evening Phone:	Other:
Title and Functional Responsibility with Regard to the Event: <i>Organizer + Director</i>		
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:		
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:		
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>	
Alternate days and dates: • _____ • _____ • _____	
REQUESTED HOURS OF OPERATION: From: _____ <u>12</u> a.m. / <u>0</u> p.m. To _____ <u>5</u> a.m. / <u>0</u> 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>9-21-21</u> Time: <u>10</u> <u>a.m.</u> / 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: _____ Spectators: _____	
**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, including the intended hours of the music, sound or noise. <i>2 piece orchestra 2-4 p.m.</i>
	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. (attach to this application all required licenses)
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. <i>Keep The Kids Licence</i>

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.
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.
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.
☐ 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: _____

Name of Representative: _____

Address: _____

Phone Numbers: _____

Indicate medical services that will provided for the event.

Medical Service

How Provided:

- ☐ Ambulance
☐ 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.

Food Truck Vendor.

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:



Greenway Pageant Productions, Inc.

A Non-Profit Corporation Under the Laws of Minnesota

Greenway.pageant.productions@gmail.com

Pretty is an understatement... YOU are GORGEOUS!!

September 4, 2024

RE: Sponsorship Request

Dear Sir or Madame,

Greenway Pageant Productions Inc. will be hosting a Pin Up Pageant at the Greyhound Bus Origin Museum on September 21st, 2024. Our pageant includes two interactive elements, they are as follows:

1. A Coloring Contest to gather Sentiments for Soldiers sent through Operation Gratitude.
2. A Greyhound Support Vote to help raise funds for museum improvements.

Operation Gratitude is a non-profit organization that sends care packages to Active Military Service Members (stationed here and over-seas), as well as our United States Veterans, Police Officers, Firefighters, and EMTs. Their care packages include letters of encouragement from the general public.

Greenway Pageant Productions Inc will be hosting a kid's coloring contest at the Greyhound Birthday Bash to gather pages to send through Operation Gratitude and help encourage our nation's heroes, both past and present.

There will be prizes awarded for the contest, but the greatest prize is what they will be giving back to those who choose and have chosen to fight for all of us.

Our Greyhound Support Vote is a fun way for the crowd to interact with the pageant and help support our local community.

Those who wish to participate can vote for their favorite contestant in the Pin Up Pageant to decide who wins the title of "Lady Greyhound."

They can vote as many times as they'd like to, each vote costs \$1, and all the proceeds will be donated directly to the Greyhound Bus Museum.

The museum needs many updates to help those who visit from all around the world have a fun, educational, and interactive experience.

Our mission at Greenway Pageant Productions is to encourage and empower all women of all shapes, sizes, ages and ethnicities to feel beautiful in their own skin and have the confidence to say: I am enough just as I am!

The pageant is scored based off of creativity, style, positivity and encouragement of fellow contestants. It is literally strong women, supporting strong women, supporting their community.

But what does this have to do with you? Well, we would like to ask your organization to help sponsor our Greyhound Bus Pageant and help preserve the history of the Iron Range for future generations.

From the pageant contestants to our volunteers, judges, the Greyhound Bus Origin Museum, and the people who come to enjoy the show and participate in our endeavors, your sponsorship would help further our mission to support not only our community and its history, but our front line workers all over our great nation who have chosen to risk their lives every day to keep not only our Country but our neighborhoods safe and secure.

If you do choose to help sponsor us in our endeavors, any amount would be greatly appreciated.

Thank you for your time and consideration.

Sincerely,



Samantha Dicklich
Secretary – Treasurer

Greenway Pageant Productions Inc.
P.O. Box 604
Grand Rapids, MN 55744

Please make all checks payable to: Greenway Pageant Productions, Inc.





Celebrate History In **STYLE**

110 years of Greyhound!
25 years of Hibbing's Bus Museum!
Saturday, September 21st

**Noon to
6 pm**

- Fun for the whole Family!**
- Pin-up Pageant
 - Scavenger Hunt
 - Bus Races
 - Food & Drinks
 - Live Band
 - Coloring Contest

GREYHOUND BUS MUSEUM

1201 Greyhound Blvd., Hibbing, MN 55746

For More Information: 218-263-5814
greyhoundbusmuseum.org





CITY OF HIBBING
MASSAGE THERAPY License

Fee: Payable to the City of Hibbing

☐	Initial Application Fee <i>(first time applying for City license)</i>	\$50.00
☐	Establishment:	Annual License Fee \$50.00
	<i>Second or more place of business</i>	\$50.00
☐	Therapist:	Annual License Fee \$50.00

Message Therapist Information:

Name: **Sarah Ashley (Cegon) Anderson**
First Middle Initial (Maiden) Last
Home Address: **3615 3rd Ave west Hibbing Mn 55746**
Street City State Zip
Contact Number: **612-220-3458**

☐ Have you ever been convicted of or entered a plea of guilty to any crime or ordinance violation: If so, please explain time, place and nature of violation:

☐ Please attach proof of educational requirements as obtained for this license, including 600 hours of completed course work.

Business/Establishment Information:

Business Name: **Sarah's Hair and Body Care LLC**
Business Address: **302 E Howard st. Suite 220 Hibbing MN 55746**
Street City State Zip
Business Phone Number: **6122203458**


Applicant Signature

09/11/2024
Date



CITY OF HIBBING
MASSAGE THERAPY License

Fee: Payable to the City of Hibbing

☒	Initial Application Fee <i>(first time applying for City license)</i>	\$50.00
☐	Establishment:	Annual License Fee \$50.00
	<i>Second or more place of business</i>	\$50.00
☐	Therapist:	Annual License Fee \$50.00

Message Therapist Information:

Name: BETHANY A CARLSEN SZWEDUIK
First Middle Initial (Maiden) Last
Home Address: 1830 E 39TH ST HIBBING MN 55746
Street City State Zip
Contact Number: 218-969-8951

☒ Have you ever been convicted of or entered a plea of guilty to any crime or ordinance violation: If so, please explain time, place and nature of violation:

MARCH 2020, underage DUI

☐ Please attach proof of educational requirements as obtained for this license, including 600 hours of completed course work.

Business/Establishment Information:

Business Name: ASPEN MASSAGE LLC
Business Address: 1830 E 39TH ST HIBBING MN 55746
Street City State Zip
Business Phone Number: 2189698951

Bethany SzweduiK
Applicant Signature

9-4-24
Date