

CITY OF BIWABIK

AGENDA

**MONDAY, DECEMBER 14, 2020
6:00 P.M. REGULAR MEETING**

**CITY COUNCIL MEETING
321 NORTH MAIN STREET**

REGULAR COUNCIL MEETING

This will be conducted via Zoom in accordance with MN Statute 13D.021
The Zoom Meeting Code For This Meeting is 886 2243 2318

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. AGENDA APPROVAL**
- 4. CONSENT AGENDA**
 - A. City Council Minutes --Regular Meeting – 11/9/2020
 - B. Biwabik Public Utilities Commission Minutes – Regular Meetings 11/12/2020
 - C. Planning and Zoning Commission Minutes – Regular Meeting – NA
 - D. City of Biwabik & Utility Combined Financial Statement – October 2020
 - E. Bills and Payroll Approval – 11/6/2020
Bills and Payroll Approval – 11/20/2020
 - F. Parks Committee Minutes – NA
 - G. Monthly Building Inspection Report – November 2020
 - H. East Range Joint Powers Board Minutes – 9/25/2020 Northspan Report – October 2020
 - I. CAP – 10/8/2020
 - J. RAMS – 9/24/2020
 - K. FD/Ambulance Report – November 2020
 - L. Police Report – November 2020
 - M. People Service Report – November 2020
 - N. Public Works Report – November 2020
- 5. PUBLIC INPUT ON 2021 CITY OF BIWABIK BUDGET AND PROPERTY TAX LEVY**
- 6. PRESENTATIONS/PUBLIC INPUT – Limit presentations to 20 minutes. More time may be granted with prior approval of the City Administrator**
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - A. Resolution 2020-33 Approving 2021 Budget
 - B. Resolution 2020-34 Setting 2021 Levy
 - C. Resolution 2020-35 Setting Wage for Non-Union Full-Time Employees
 - D. Approve Audit Engagement Letter
 - E. Accept Election Results
 - F. Accept Resignation of Firefighter/EMT

G. Authorization to Prepare and Submit a Grant Application to the FEMA: Assistance to Firefighters Grant Program

9. COMMUNICATIONS

10. MAYOR and COUNCIL MEMBERS

11. ADJOURNMENT

**BIWABIK CITY COUNCIL
REGULAR MEETING
MONDAY, NOVEMBER 9, 2020**

The Biwabik City Council met for their Regular Meeting on Monday, November 9, 2020 at 6:00 PM via Zoom pursuant to MN State Statute 13D.021.

Roll call Mayor Weikum, Councilors Mackey, Senarighi, Kovatovich, Bradach
Present:
Absent:

Others Present: Administrator J. Jacobson, Deputy City Clerk S. Mackey, Attorney Minton

Audience: Matt Reid, David Wain, Dan Mackey, Terry Hartikka, Mark & Darlene Jackson, Patti Wallert, David Ekern

Moved by Councilor Kovatovich, supported by Councilor Mackey to approve the agenda as amended with removing item K from the consent agenda and putting towards item K for old business. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Mackey, supported by Councilor Senarighi to accept the consent agenda as presented, pulled the Fire department report and the police report was added at time of meeting A) City Council minutes – regular meeting 10/5/2020 B) Biwabik Public Utilities Commission Minutes – regular meeting 10/8/2020 C) Planning and Zoning Commisison minutes – Regular meeting – no meeting D) City of Biwabik & Utility combined financial statement – September 2020 E) Bills and Payroll approval – 10/9/2020 Bills and Payroll approval – 10/23/2020 F) Parks Committee Minutes – NA G) Monthly building inspection report – October 2020, ISO Report H) East Range Joint Powers Board Minutes – 9/25/2020 Northspan Report – October 2020 I) CAP Minutes – 10/8/2020 J) RAMS – 9/24/2020 K) FD/Ambulance Report – October 2020 L) Police Report – October 2020 M) PeopleService Report – September 2020 N) Public Works Report – October 2020 Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 -absent vote.

Patti Wallert asked about the project and the sand bags, cones and everything else that was left over, what is being done about this. The council will look into it, possibly public works can possibly clean it up.

Moved by Councilor Senarighi, supported by Councilor Mackey to approve Resolution 2020-32 certifying special assessments to St. Louis County Auditor (unpaid charges). Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Bradach, supported by Councilor Senarighi to approve charitable gambling permit, upon approval from the police chief. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Kovatovich, supported by Councilor Bradach to approve supplemental letter agreement with S.E.H Engineering (Main Street Reconstruction Project) Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Kovatovich, supported by Councilor Mackey to approve CARES Act Eligible Expenses. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Kovatovich, supported by Councilor Mackey for authorization to prepare and submit a grant application to the FEMA: assistance to firefighters grant program. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Bradach, supported by Councilor Mackey to approve fire department applicant Josh Letourneau. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Mackey, supported by Councilor Bradach to approve EMT applicant Courtney Czubin. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Moved by Councilor Bradach, supported by Councilor Kovatovich to approve a leave of absence from Maria Hall for the fire department. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 5 – ayes, 0 – nays, 0 – absent vote.

Discussion of City Operations during ongoing Covid – 19 pandemic, still not open to the public, have spaced apart more within the office. Council thinks it's a good idea to keep City Hall closed for now, make it known that people can call to make appointments if necessary.

Discussion of RAMS Board of Director Nominations, Mayor can drop off the ballots if there is a need for it.

Councilor Senarighi brought up the floor in the fire hall, when they were setting up for fire prevention – they noticed the floor sagging a little bit. They don't know what is happening, Councilor Kovatovich thinks someone should take a look at it. Administrator Jacobson stated he will have SEH take a look.

Communications: Iron Range Mayors letter in support of Northshore Mining permitting. Taking an advocacy roll, not a formal group.

Councilor Mackey brought up the scam emails she has received, wants everyone to be aware because they look very sophisticated. Congratulate Councilor Kovatovich and councilor elect Patti Wallert.

Councilor Senarighi stated that they will be putting lights up in the park on Thursday, Friday and Saturday if anyone is looking to help. The fireworks will go off at 6:00 pm on December 5th for Weihnachtsfest.

Councilor Bradach thanked Councilor Senarighi for his work on the Council and also congratulated Councilor Kovatovich and councilor elect Patti Wallert. Asked if we have any more info on additional funding for the 1st phase of Main Street. Reached out to legislators, looking at getting on the IRRRB meetings too. Asked where we are at with the demo program, in process with a few of them, one didn't meet the criteria. Asked about the school buildings and where we are at with those, wants to talk to the County Commissioner about it. Also talked about the garbage proposal, Administrator Jacobson has talked with both companies and needs to get meetings set up with them.

Councilor Kovatovich thanked everyone who voted for him and welcomed Councilor elect Patti Wallert. Asked about the roof on the pavilion and what happened with that, they had wanted to get here last week to work on it and didn't make it. They will make it over here.

Mayor Weikum thanked the election judges for their work with the election and the staff. Biwabik had a 90% voter turnout. Thanked everyone for putting their names out there and congratulated Councilor Kovatovich and councilor elect Patti Wallert, and made sure to let Councilor Senarighi he won't be invisible. Apologized for the scam emails that have been going around, they have been going on for a couple years now. Humbled by the support of the community and honored to serve the community.

Moved by Councilor Mackey, supported by Councilor Senarighi to adjourn the meeting at 8:04 PM. Roll call on a 5 – ayes, 0 – nays, 0 – absent vote. Motion carried on 5 – ayes, 0 – nays, 0 – absent vote.

Mayor Jim Weikum

Attest:

City Administrator, Jeff Jacobson

**BIWABIK PUBLIC UTILITIES COMMISSION
REGULAR MEETING
THURSDAY, NOVEMBER 12, 2020**

The Biwabik Public Utilities Commission met for their regular meeting on Thursday, November 12, 2020 at 5:00 PM via zoom.

Commissioner Sherek called the meeting to order at 5:00 PM.

Roll call:

Present: Commissioners Larson, Sherek and Niemi

Absent:

Others present: Administrator J. Jacobson, Administrative Assistant S. Maki

Audience: David Levelwind

Moved by Commissioner Niemi, supported by Commissioner Larson to approve PeopleService invoice for November 2020, Work Orders for October 2020 and Report for September 2020. Roll call on a 3 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 3 – ayes, 0 – nays, 0 – absent vote.

Moved by Commissioner Niemi, supported by Commissioner Larson to approve the Minnesota Power Monthly Meter Billing for October 2020, the Monthly Distribution Service charge for October 2020, Work Order for Temporary Service for MnDOT Project, and ALLETE Invoice for new service at 149 Old Highway 4. Roll call on a 3 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 3 – ayes, 0 – nays, 0 – absent vote.

Moved by Commissioner Larson, supported by Commissioner Niemi to approve the Minnesota Power invoices for September & October. Roll call on a 3 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 3 – ayes, 0 – nays, 0 – absent vote.

Moved by Commissioner Sherek, supported by Commissioner Niemi to approve the October 8, 2020 meeting minutes and Annual ALLETE Power Systems meeting October 15, 2020. Roll call on a 3 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 3 – ayes, 0 – nays, 0 – absent vote. Commissioner Sherek and Administrator Jacobson met with Brian Clement from Minnesota Power to look at poles at hockey rink. They will slowly remove poles from down there. Dan Furry will remove the outlets and transformers off the pole that is leaning and Minnesota Power will remove pole. Dan will also be installing LED lights at hockey rink.

Moved by Commissioner Larson, supported by Commissioner Sherek to accept the Revenue and Expenditure Summary for September 2020. Roll call on a 3 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 3 – ayes, 0 – nays, 0 – absent vote.

Moved by Commissioner Sherek, supported by Commissioner Niemi to accept the Northland Securities report for September and October 2020. Roll call on a 3 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 3 – ayes, 0 – nays, 0 – absent vote.

Moved by Commissioner Larson, supported by Commissioner Niemi to approve the bills and payrolls for October 9, 2020 and October 23, 2020. Roll call on a 3 – ayes, 0 – nays, 0 – absent vote. Motion carried on a 3 – ayes, 0 – nays, 0 – absent vote.

Water report looks good for October 2020. David from PeopleService discussed a big power outage on October 23rd up in Voyageurs Retreat area that also affected Aurora and TOW. Administrator Jacobson discussed Minnesota Power just did a presentation on that at the CAPP meeting and it was a tree down that was hard to find.

Discussion on utilities/blight to certify to 2021 taxes. The total amount certified for 2021 is \$1,115.99. Commissioner Sherek discussed due to Covid-19 we cannot certify the bulk of our delinquent utility accounts at this time. Still hoping on getting some relief in the near future.

Commissioner Sherek discussed having an Electrical Rate Study done. He and Administrator Jacobson met with Dave Berg of Dave Berg Consulting and he gave a 45-minute power point on electrical rates. Administrator Jacobson will send PUC the power point so they can look at the numbers. MMUA recommended Dave Berg due the rate study and once Administrator Jacobson receives the quote back he will pass it on to PUC.

Commissioner Sherek adjourned at 5:45 PM.

Dave Sherek, President

Attest:

Jeff Jacobson, City Administrator

*Check Summary Register©

November 2020

Name	Check Date	Check Amt	
11001 City Checking			
Paid Chk# 016049 ADAMS, LOREN T.	11/6/2020	\$1,445.73	
Paid Chk# 016050 Benda, James H.	11/6/2020	\$309.37	
Paid Chk# 016051 BENDA, MICHELLE A	11/6/2020	\$240.11	
Paid Chk# 016052 Berg, Austin	11/6/2020	\$175.46	
Paid Chk# 016053 BERG, DAN R	11/6/2020	\$83.11	
Paid Chk# 016054 BERKNES, ROY A.	11/6/2020	\$0.00	
Paid Chk# 016055 Bradach, Steven	11/6/2020	\$138.52	
Paid Chk# 016056 FALLOS, KAYLEE	11/6/2020	\$13.85	
Paid Chk# 016057 HALL, MARIA	11/6/2020	\$55.41	
Paid Chk# 016058 Hill, Kevin B.	11/6/2020	\$106.20	
Paid Chk# 016059 JACOBSON, JEFFERY M.	11/6/2020	\$2,142.94	
Paid Chk# 016060 JOHNSON, BENJAMIN	11/6/2020	\$1,374.97	
Paid Chk# 016061 KOLLER, BRYAN K.	11/6/2020	\$110.82	
Paid Chk# 016062 KOLLER, JODIE A	11/6/2020	\$235.49	
Paid Chk# 016063 Korpela, Eric	11/6/2020	\$240.11	
Paid Chk# 016064 Kovatovich, Robert	11/6/2020	\$138.52	
Paid Chk# 016065 LARSON, ASHLEE	11/6/2020	\$472.86	
Paid Chk# 016066 LARSON, JACK	11/6/2020	\$138.52	
Paid Chk# 016067 LARSON, JUANITA	11/6/2020	\$125.46	
Paid Chk# 016068 Larson, Scott M	11/6/2020	\$13.85	
Paid Chk# 016069 LECHEVALIER, PAMELA	11/6/2020	\$826.53	
Paid Chk# 016070 LEDET, ANTHONY	11/6/2020	\$73.88	
Paid Chk# 016071 Lehman, Bryan E.	11/6/2020	\$198.55	
Paid Chk# 016072 MACKEY, DANIEL J.	11/6/2020	\$526.76	
Paid Chk# 016073 Mackey, Mindy	11/6/2020	\$138.52	
Paid Chk# 016074 MACKEY, SHANNON R.	11/6/2020	\$1,373.74	
Paid Chk# 016075 MAISH, TAMMY	11/6/2020	\$83.11	
Paid Chk# 016076 MAKI, SHERRY A	11/6/2020	\$1,299.92	
Paid Chk# 016077 NIEMI, TIM	11/6/2020	\$138.52	
Paid Chk# 016078 PELTO, KEITH V.	11/6/2020	\$1,416.69	
Paid Chk# 016079 PETERSON, ROBERT S	11/6/2020	\$36.94	
Paid Chk# 016080 RAGER, ZACHARY M	11/6/2020	\$92.35	
Paid Chk# 016081 Senarighi, Peter	11/6/2020	\$138.52	
Paid Chk# 016082 SHEREK, DAVID	11/6/2020	\$184.70	
Paid Chk# 016083 SKUBIC, PAUL R.	11/6/2020	\$1,281.63	
Paid Chk# 016084 STACHOVICH, JAKE	11/6/2020	\$133.91	
Paid Chk# 016085 WEIDEMANN, LISA	11/6/2020	\$217.02	
Paid Chk# 016086 WEIKUM, JAMES M.	11/6/2020	\$184.70	
Paid Chk# 016087 ADAMS, LOREN T.	11/20/2020	\$1,801.74	
Paid Chk# 016088 JACOBSON, JEFFERY M.	11/20/2020	\$2,142.94	
Paid Chk# 016089 JOHNSON, BENJAMIN	11/20/2020	\$1,493.53	
Paid Chk# 016090 MACKEY, SHANNON R.	11/20/2020	\$1,830.42	
Paid Chk# 016091 MAKI, SHERRY A	11/20/2020	\$1,299.92	
Paid Chk# 016092 PELTO, KEITH V.	11/20/2020	\$1,535.25	
Paid Chk# 016093 SKUBIC, PAUL R.	11/20/2020	\$1,378.58	
Paid Chk# 126835 AFLAC	11/6/2020	\$110.14	October
Paid Chk# 126836 AMERIPRIDE SERVICES	11/6/2020	\$74.57	City hall/public works
Paid Chk# 126837 AT & T MOBILITY	11/6/2020	\$676.18	AT&T velocity
Paid Chk# 126838 BOUND TREE MEDICAL, LLC	11/6/2020	\$645.88	I - gel, electrodes,
Paid Chk# 126839 CENTRAL LAKES COLLEGE	11/6/2020	\$3,000.00	J. Koller, B Larsen
Paid Chk# 126840 CENTRAL PENSION FUND	11/6/2020	\$1,536.00	Adams,Johnson,Pelto,Skubic
Paid Chk# 126841 CENTURYLINK	11/6/2020	\$802.12	865-4610
Paid Chk# 126842 DEPARTMENT OF NATURAL RES	11/6/2020	\$1,500.00	Polaris LX wide track
Paid Chk# 126843 EAST RANGE SHOPPER	11/6/2020	\$387.96	Public bldgs,calendar parking.

*Check Summary Register©

November 2020

	Name	Check Date	Check Amt	
Paid Chk# 126844	EDWARDS OIL, INC	11/6/2020	\$218.91	Gasoline 2BI140
Paid Chk# 126845	EXPERT T BILLING	11/6/2020	\$969.00	Aug/Sept 2020
Paid Chk# 126846	ICMA	11/6/2020	\$672.00	Renewal
Paid Chk# 126847	LAKE SUPERIOR COLLEGE	11/6/2020	\$176.67	EVOC split 3 ways
Paid Chk# 126848	LAW OFFICES OF LARRY C. MIN	11/6/2020	\$6,675.00	VRCA
Paid Chk# 126849	LEAGUE OF MN CITIES INS. TRU	11/6/2020	\$250.00	
Paid Chk# 126850	MEDIACOM	11/6/2020	\$412.13	public works
Paid Chk# 126851	MINNESOTA CHILD SUPPORT	11/6/2020	\$292.57	0015095764
Paid Chk# 126852	MN STATE FIRE DEPT ASSOCIA	11/6/2020	\$130.00	
Paid Chk# 126853	NORTHERN BUSINESS PRODUC	11/6/2020	\$639.76	envelopes,binders,calendars,br
Paid Chk# 126854	PORTABLE JOHN	11/6/2020	\$361.36	campground
Paid Chk# 126855	408-PRAXAIR DISTRIBUTION INC	11/6/2020	\$405.42	71757810
Paid Chk# 126856	ST. LOUIS & LAKE COUNTIES	11/6/2020	\$800.00	Reimbursement for trail
Paid Chk# 126888	CLAREYS SAFETY EQUIPMENT,	11/13/2020	\$35,966.00	Air pack
Paid Chk# 126889	FERNO-WASHINGTON, INC.	11/13/2020	\$40,042.61	power load system
Paid Chk# 126890	PREMIER SPECIALTY VEHICLES	11/13/2020	\$1,875.00	Power load
Paid Chk# 126891	AMERICAN BANK OF THE NORT	11/20/2020	\$616.31	Family dollar cleaning supplie
Paid Chk# 126892	APG MEDIA	11/20/2020	\$51.40	election eqiupment
Paid Chk# 126893	BECKLIN & WHITNEY CONSULTI	11/20/2020	\$3,853.41	Oct 2020 work
Paid Chk# 126894	BLUE CROSS BLUE SHIELD OF	11/20/2020	\$5,279.48	December 2020
Paid Chk# 126895	BPU	11/20/2020	\$1,915.06	street lights
Paid Chk# 126896	CENTURYLINK	11/20/2020	\$109.08	218 D47-1006
Paid Chk# 126897	D & D BEVERAGE	11/20/2020	\$71.75	City hall
Paid Chk# 126898	HOYT LAKES FIRE DEPT AMBUL	11/20/2020	\$2,980.00	Intercepts 9-19,9-13,9-13,9-22
Paid Chk# 126899	I.U.O.E. LOCAL 49 FRINGE BENE	11/20/2020	\$6,308.00	401362 HRA
Paid Chk# 126900	IUOE LOCAL 49	11/20/2020	\$140.00	November 2020
Paid Chk# 126901	J.P. COOKE CO.	11/20/2020	\$61.50	2021 pet licenses
Paid Chk# 126902	JANICE MIKOLICH	11/20/2020	\$123.75	Election judge
Paid Chk# 126903	JOAN MAROLT	11/20/2020	\$210.00	election judge
Paid Chk# 126904	JOANNE SHEREK	11/20/2020	\$120.00	election judges
Paid Chk# 126905	LAW OFFICES OF LARRY C. MIN	11/20/2020	\$2,200.00	November 2020
Paid Chk# 126906	LIFE SECURITY AND CONTROL	11/20/2020	\$853.00	
Paid Chk# 126907	LUANN MAKI	11/20/2020	\$123.75	election judge
Paid Chk# 126908	MEDIACOM	11/20/2020	\$266.85	Waterplant
Paid Chk# 126909	MINNESOTA CHILD SUPPORT	11/20/2020	\$292.57	0015095764
Paid Chk# 126910	MINNESOTA ENERGY	11/20/2020	\$547.31	pavilion
Paid Chk# 126911	PAMELA BERTS	11/20/2020	\$210.00	election judge
Paid Chk# 126912	PAT HOLMSTROM	11/20/2020	\$123.75	election judge
Paid Chk# 126913	408-PRAXAIR DISTRIBUTION INC	11/20/2020	\$148.69	71757810
Paid Chk# 126914	SALLY HENDERSON	11/20/2020	\$123.75	election judge
Paid Chk# 126915	SERVICE SOLUTIONS, INC.	11/20/2020	\$206.00	December 2020
Paid Chk# 126916	STRYKER SALES CORPORATIO	11/20/2020	\$889.20	Battery pack li ion
Paid Chk# 126917	VERIZON	11/20/2020	\$2.50	480526289-00001
	Total Checks		\$153,836.06	

FILTER: None

CITY OF BIWABIK BUILDING INSPECTIONS

TO: Mayor and City Council
FROM: Douglas Whitney, Building Official
SUBJECT: November 2020 Permit Activity
DATE: December 10, 2020

ACTIVITY

The 4-unit apartment building that had a fire has been demolished.

NEW DWELLINGS

The New dwelling at 6469 Voyageurs Trail is now insulated.

The New dwelling at 6487 Voyageurs Trail is now framed and roofed.

The New dwelling with a detached garage at 5820 Pine Martin Circle was issued a Certificate of Occupancy

The dwelling/garage at 6401 Voyageurs Trail is under construction is now framed and roofed.

The new dwelling at 6144 Giants Ridge Road (Rock-in-pine) is well under construction.

2020 NATIONAL ELECTRICAL CODE UPDATES ADOPTION

The Minnesota Board of Electricity has adopted the 2020 National Electrical Code (NEC) and it becomes effective Nov. 17, 2020. Electrical work authorized by permits issued on or after Nov 17, 2020, must comply with the 2020 edition.

The Builders Association of Minnesota opposed the adoption of the 2020 National Electrical Code for residential construction without their recommended amendments. Perceiving a consumer cost estimate based on builder's gross margin of 18.9% increase in costs to wiring a new home.

The National Electrical Code is adopted from time to time, generally every three years, by the National Fire Protection Association (NFPA). The NFPA is in the process of amending and adopting the final 2020 National Electrical Code/NFPA 70.

Doug Whitney 612-598-4993 DWhit10351@aol.com

EAST RANGE JOINT POWERS BOARD
City/Town Government Center
Aurora, MN 55705

MEETING MINUTES
October 27, 2020

The Regular Meeting of the East Range Joint Powers Board was called to order by Chairman Doug Gregor on Tuesday, October 27, 2020 at 9:00 AM, via the Zoom meeting platform.

ROLL CALL

Present: Ed Kippley, Doug Gregor, Chris Vreeland and Jim Weikum

Also Present: Jeff Jacobson, Jodi Knaus, Elissa Hansen, Amanda Vulcich, Cherie Grams and Betsy Olivanti

Absent: None

Minutes

IT WAS MOVED BY CHRIS VREELAND, SUPPORTED BY ED KIPPLEY TO APPROVE THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 25th. UNANIMOUSLY CARRIED.

ERJPB Funds

The Board received status reports on the ERJPB account balances as of October 31, 2020.

HI-FI Savings	\$ 7,307.52
ERJPB Checking	114,964.27
Storefront	41,970.28
TOTAL	<u>\$ 164,242.52</u>

IT WAS MOVED BY JIM WEIKUM, SUPPORTED BY CHRIS VREELAND TO APPROVE THE FINANCIAL REPORTS AS WRITTEN. UNANIMOUSLY CARRIED.

Bills and Payroll

IT WAS MOVED BY JIM WEIKUM, SUPPORTED BY DOUG GREGOR TO APPROVE THE BILLS AND PAYROLL, AS AUDITED IN THE AMOUNT OF \$6,285.86. UNANIMOUSLY CARRIED.

Disaster Relief Loan Program

The program is up and running and advertised on our website and Cities/Chambers have been informed to promote to local businesses.

Staff Activity Report/Project Update

- a. Northspan Report (see attached): LTE update – feasibility study report presentation to follow ERJPB meeting; Trails Project Application to IRRR Culture & Tourism Fund approved – Hoyt Lakes Chamber of Commerce is fiscal agent for \$13,270 match; childcare – 11/16/20 meeting with potential provider, SBCD and IRRR. Aurora site identified; Q1 budget is on track and will be presented quarterly.
- b. East Range Joint Water Project
 - Committee is working with SEH and IRRR regarding site location. Contract with Building Rescue was renewed (working on grant) and waiting on legislative bonding bill.
 - Submittal of Invoices/Request for Payments
 - i. Costin Group – \$1250
 - ii. Building Rescue - \$1387.50
 - iii. Tech Sales – \$5255

IT WAS MOVED BY CHRIS VREELAND, SUPPORTED BY ED KIPPLEY TO APPROVE THE PAYMENT OF THE COSTIN GROUP INVOICE IN THE AMOUNT OF \$1250. UNANIMOUSLY CARRIED.

IT WAS MOVED BY DOUG GREGOR, SUPPORTED BY ED KIPPLEY TO APPROVE THE PAYMENT OF THE BUILDING RESCUE INVOICE IN THE AMOUNT OF \$1387.50. UNANIMOUSLY CARRIED.

THE TECH SALES INVOICE WAS TABLED FOR FURTHER CLARIFICATION AND DISCUSSION.

Board Member Updates/Community Projects

Aurora

- East Range Market will be opening at the former Union Hall building. They received a \$115,000 IRR grant
- wastewater digester project is almost complete
- City offices will open Nov. 2
- Budget discussions ongoing. Levy at 12% for 2021 is still in negotiations

Biwabik

- MNDOT wrapping up this year's project and will resume work next year
- City meeting on Nov. 9 – will discuss re-opening of City Hall offices

Hoyt Lakes

- Street project will resume in the Spring
- City Hall offices are being remodeled and not set for opening yet
- Wastewater project ahead of schedule
- \$50,000 IRRR grant for trail to Biwabik will be bid out in the spring. Wetland issues to discuss with the DNR. \$1.6 million reserved for project.
- No levy increase for 2021; wastewater fees will increase by \$9/month

Town of White

- Bids received for City Hall office remodeling project
- Water/sewer projects will begin in spring; bids have been awarded

Other Business

Next Meeting The next regular meeting is set for 9:00 AM, Tuesday, November 24, 2020 via Zoom.

MEETING WILL RECONVENE AT 10:30 AM FOR THE LTE BROADBAND FEASIBILITY STUDY REPORT PRESENTATION.

IT WAS MOVED BY ED KIPPLEY, SUPPORTED BY JIM WEIKUM TO ADJOURN THE MEETING AT 11:50 AM.

ATTEST:

APPROVED:

EAST RANGE JOINT POWERS BOARD

Monthly Northspan Consultant Report

November 2020

A NOTE ABOUT COVID-19

In June, Northspan adopted a Covid Preparedness Plan that will guide our response to the coronavirus going forward. We are now available for in-person meetings by appointment, though we will continue to conduct much of our work remotely to limit potential exposure to and spread of the virus. We will also continue to follow state and federal guidelines and adapt our plan as necessary.

STRATEGIC ACTION PLAN

Northspan has scheduled an ERJPB Partner Strategic Direction Consensus Workshop for Wednesday, January 13, 2021. The workshop will be conducted virtually and help to guide our strategy going forward. The meeting invitation has been emailed to ERJPB members. Please register using the link provided and share with councilors and town board members.

ERJPB DISASTER RELIEF LOAN PROGRAM

The ERJPB disaster relief loan program is operational and has received its first applicant, which is currently working with SBDC staff to provide all necessary documentation. The fund balance totals \$191,970.28. We will need to disperse the funds by June 30, 2021, and once they revolve, they become the property of ERJPB. Program guidelines and the application link are available at <http://erjpb.com/event/east-range-joint-powers-board-disaster-relief-loan-program/>.

COMMUNITY PRIORITIES

Blandin Broadband Communities Program - Community Projects

The East Range steering committee has now allocated its entire \$75,000 allotment after directing the final \$2,225 in match funding to support attendance at the Intelligent Communities Forum and the ERJPB's work to facilitate the entire regional broadband effort. The following is the complete list of projects funded:

- Portable training lab for technology training (Sue Sowers & various educational partners) - \$17,050
- ERJPB website (ERJPB staff) - \$10,565
- Business retention and expansion visits (ERJPB staff) - \$17,640
- Free wi-fi expansion in public locations in the communities (Pete Senarighi) - \$3,255
- Technology, robotics, and STEM training (libraries) - \$3,022.98
- Wifi on four buses (Mesabi East School District) - \$3,663
- Upgrades to TV screens for announcements in common areas (Mesabi East School District) - \$6,036.66
- New laptops for emergency vehicles (Hoyt Lakes Ambulance) - \$4,280
- New laptop for training (Hoyt Lakes Fire & Ambulance) - \$999.97
- New laptops for police squad cars (East Range Police Department) - \$4,960.44
- BBC & LTE facilitation, training & management (ERJPB) - \$5,998.41
- East Range business digital marketing training & technology audits (NE MN SBDC) - \$20,000
- Hoyt Lakes public safety building SMART board (East Range PD/Hoyt Lakes Fire and EMS) - \$4,115
- Tech equipment and internet access (Ranger Snowmobile & ATV Club) - \$2,649.95
- Palo Volunteer Fire Department Technology (Town of White) - \$2,204
- ERJPB capacity-building - \$5,310

Northspan managed an application process for the digital marketing training and technology audits and received 10 applications for 10 slots. Businesses have been submitting their proposals for use of funds and can be reimbursed up to \$1,500 for approved technology upgrades. Eight of the ten businesses have submitted all required paperwork and received their reimbursements. Staff continues to work with the remaining two to ensure all documentation is received. We are aiming to finish all projects by November 30.

We are also working with the projects that have not yet billed for a full reimbursement. If projects do not spend their budgets in full, we can reallocate to other funded projects that show an additional need. All funds must be expended by December 31, 2020.

EAST RANGE JOINT POWERS BOARD

Monthly Northspan Consultant Report

November 2020

Blandin Broadband Communities Program - Regional Feasibility Study

Work continues in planning for a joint feasibility study between the East Range, Laurentian, and Tower broadband groups. NEO presented its local reports on the East Range at the October board meeting, and a recording of that presentation is available at <https://erjpb.com/event/east-range-broadband-feasibility-study-presentation/>. Northspan also attended the Biwabik Township presentation to leave open the possibilities of collaboration on a project that targets priority areas that straddle the township and ERJPB communities, and has helped coordinate efforts across the entire study area.

NEO continues to hold weekly and bi-weekly meetings and can outline additional scenarios as requested. Northspan will continue to work with the NEO and turns toward meetings with providers and ensure the East Range has a leadership role in planning for broadband within the study area.

Child Care

Staff continues to update the Community Solutions Action Plan document, which details the following topics:

- Child Care Partnership Group – who has been engaged in the past and who to reach out to moving forward
- Demand analysis
- Existing child care resources
- Survey
- Comparison of facility types
- Partnership opportunities
- Site & Building analysis
- Workforce availability
- Training pipeline
- Funding sources

Staff continues to assist an interested provider as her business plan develops. Her plan is to open a child care center to serve approximately 60 children on the East Range. She has worked with staff and the City of Aurora to select a site, and Aurora's business development committee has been supportive. Staff met twice this month with the provider, SBDC consultant, and IRRR to determine next steps. Northland Foundation has grant funding available for the provider to work with a current child care business owner who is consulting for interested startups.

Recreation and Trail Development

IRRR has approved a Culture & Tourism grant for ERJPB, with the Hoyt Lakes Chamber of Commerce serving as the fiscal agent. We completed a bid process for the engineering portion of the contract and selected Barr Engineering, which is hoping to begin work this fall, though some efforts may await spring given snowcover. Northspan will begin planning for the community engagement portions of the process that are the responsibility of ERJPB staff.

Infrastructure

Northspan remains available to assist communities with grant applications.

Community Identity & Marketing, Brownfields, and Culture/Arts/Tourism

The Iron Range Tourism Bureau's marketing committee did not meet this past month. IRTB has launched its new regional landing page, <https://www.helloironrange.com/>.

Downtown/Main Street

No updates.

EAST RANGE JOINT POWERS BOARD

Monthly Northspan Consultant Report

November 2020

Workforce

Contact Desiree Yourczek at desiree@northforce.org for more information on NORTHFORCE, the Northland's regional talent portal.

ERJPB WEBSITE

We continue to maintain www.erjpb.com and update it with information on relevant ERJPB and community events.

ERJPB POLICIES AND PROCESSES

No updates.

PARTNERSHIPS

- **Mineland Vision Partnership** – MVP met on October 28th and received updates on a series of mining projects across the Iron Range.
- **East Range CAP (MP & PolyMet)** – CAP met virtually on November 12 and received updates from PolyMet on its environmental management information system. The next meeting is January 14.
- **Laskin Energy Park Marketing Team** – We await direction from IRRR on next steps.
- **Biwabik Shovel Ready Team** – No update.
- **IREA** – IREA met virtually on November 18 and featured legislative updates.
- **EDAM** – No updates.
- **Northland Connection** – Northland Connection remains available for assistance with property listings and data to support economic development efforts in northeast Minnesota.
- **APEX** – Has launched a business continuity website: <https://www.apexgetsbusiness.com//business-continuity>.

OTHER MEETINGS & COMMUNICATIONS

Rural Equitable Development (RED) Group Forum – Changed their name to Rural Equitable Development Group. Next mtg TBD

Arrowhead Growth Alliance – The AGA group is now the core Strategy Committee for the upcoming CEDS and met to work on the CEDS. Northspan has been chosen to facilitate this process.

MN Marketing Partnership – MMP postponed its meeting scheduled for October 5 and now has a meeting scheduled for December 4.



East Range

Regular Monthly Meeting

Date: November 12, 2020 | 3:00 P.M.

Location: Zoom Meeting

Meeting Objective

This month's EastRangeCAP meeting began with CAP members who wanted to participate in a virtual roundtable of community updates. Following community updates, a presentation was given by LaTisha Gietzen and Cam Trembath regarding PolyMet's Environmental Management Information System (EMIS).

The last portion of our meeting was an update on happenings at Minnesota Power & Laskin Energy and PolyMet. Jodi Piekarski, Minnesota Power Manager-LEC/REC Business Operations and LaTisha Gietzen, PolyMet Director of Public and Community Affairs shared these highlights. We followed our usual open discussion format and encouraged folks to think about topics, questions, and other interests to share at the meeting.

Meeting Notes

- I. **Welcome & Business Meeting Call to Order, Zooming In & Introductions**
Elissa Hansen, CAP Facilitator, gave folks a few minutes to get online and called the business meeting to order at 3:03PM and welcomed everyone. Elissa provided a quick recap of zoom meeting essentials and introduced the meeting agenda.
- II. **Review Meeting Agenda, Guiding Principles, and Last Meeting Summary October 8th, 2020**
Elissa briefly reviewed the meeting agenda and expected outcomes, materials in the agenda packet, and provided an opportunity for additions or changes. There were no changes to the agenda.

Members received the October 8th meeting summary via email. The notes included an overview of the presentation by Diane Kruse of NEO and Glenn Fishbine of Geo Partners. Diane & Glenn shared an update on the Laurentian, Tower & East Range (LTE) Broadband Study. We heard how Geo Partners and NEO Connect who are moving our communities forward in broadband equality during this critical time. We also received monthly updates from Jodi Peikarski from Laskin Energy Park and LaTisha Gietzen from PolyMet.

There were no changes or additions to the meeting summary.

- III. **Community Updates**
Members provided brief overviews of planning, and projects within their communities and organizations.
- IV. **PolyMet Update & Environmental Management Information System (EMIS) Overview**
Elissa welcomed LaTisha Gietzen, Director of Public and Community Affairs and Cam Trembath, Environmental Manager at PolyMet to provide an overview of the Environmental Management

Information System (EMIS). LaTisha introduced Cam providing a brief overview of his role at PolyMet, noting his extensive work implementing the EMIS. Cam shared with the group his background and how his past experiences will benefit his role at PolyMet and implementing the software system. The EMIS system was chosen after a series of interviews by providers; ultimately the group chose Trax, which is based on the Intellex system. This system was chosen because of its global presence, and capability to function in either a desktop or mobile format, allowing the system to be used in various locations. The Trax program will aid in tracking, reporting, and scheduling compliance obligations; and environmental events such as spills, wildlife sightings, agency inspections, etc.

The advantage of having a sophisticated tracking system is the ability to manage the numerous permits PolyMet is required to maintain and the 5000 conditions that exist within the permits. Beyond permit management, the system has the capability to manage compliance obligations/requirements and any company specific plans. Unlike an excel sheet, the system goes beyond sorting capabilities allowing users to manage data with actionable and non-actionable events, deadlines, a hierarchy system, and allows PolyMet to perform real time analyzation of the data. The event types within the system are prepopulated with fields allowing the user to quickly add all pertinent information and in some instances pictures or attachments, creating a standardization of process. Cam explained the system has the capability to assign tasks to staff members or by location and allows users to create their own list of tasks with ability to sort, assign hierarchy, and escalate tasks.

Finally, Cam highlighted the systems dashboard abilities that can be customized by user to quickly view important data. The dashboard feature will be useful for staff meetings to review upcoming requirements. The system is up and running and beginning to be used.

CAP members questions were addressed during a short Q&A session following the presentation.

Elissa thanked LaTisha and Cam for the update and members for their supportive comments. Any questions should be directed to LaTisha or Cam.

V. Monthly Update, Minnesota Power & Laskin Energy Park

Elissa welcomed Jodi Piekarski from Laskin Energy Park to provide a brief update on operations and business. Jodi reported there have been zero injuries and spills to date. Jodi provided a staffing update highlighting Mike Giesdorf's transition from Laskin to Hibbard. Mike has been hired as an O&M Tech Senior.

Units are still offline as prices have been soft, if we have another polar vortex winter the units will likely be called. Aurora had an extended power outage on 10.24.20, due to a tree falling on a line that was difficult to access. If anyone has questions regarding the outage, please reach out.

CAP Members questions were addressed during a short Q&A session following the presentation.

Elissa thanked Jodi for the update and members for their supportive comments. Any questions should be directed to Arik or Jodi.

VI. Monthly Update, PolyMet

Elissa called on LaTisha Gietzen, Director Public and Community Affairs to share PolyMet's monthly update. LaTisha reported there have been no safety accidents or environmental incidents. PolyMet had

their first FY2021 MSHA inspection; there are two per year. Due to the fiscal years being different for the State and PolyMet this is the third inspection of the calendar year. Since the last meeting there have been no changes in litigation, with the exception of the second Supreme Court hearing on the air permit that took place on November 5th. The hearing seemed to go well and the justices were well versed on the subject matter. We anticipate a ruling by the Supreme Court on the two hearings related to permits they heard within 4-6 months of the hearing.

CAP Members questions were addressed during a short Q&A session following the presentation.

Elissa thanked LaTisha for the update and members for their supportive comments. Any questions should be directed to Bruce or LaTisha.

VII. CAP Member Confirmation

Elissa Hansen requested members to signify in the chat box their agreement with the current member list. All members agreed. Elissa also requested members to provide suggestions of potential members through email to Arik, LaTisha, and/or Elissa Hansen.

VIII. Next Topic, Meeting Date, and Location

The next meeting topic will be determined based on the member surveys and will be held via Zoom on Thursday, January 14th, 2020 at 3:00PM.

IX. Adjournment & Virtual Critique

A follow up feedback survey will be sent with the Meeting Summary early next week. With no other business, the meeting was adjourned at 4:12PM

Respectively submitted,

Elissa Hansen | Facilitator | Northspan

Office : 218.481.7737

Email : ehansen@northspan.org

MEETING PARTICIPANTS

	Andrea	Zupanich	City of Babbitt
X	Ann	Niesen	Superior National Forest
	Becky	Lammi	City of Aurora
X	Brian	Hiti	Citizen Representative
X	Chris	Vreeland	City of Hoyt Lakes
	Curt	Anttila	Citizen Representative
X	Dan	Janisch	Janisch Realty
X	Dan	Popp	City of Hoyt Lakes
X	Doug	Gregor	City of Aurora
	Greg	Allen	Mesabi School District
X	Jim	Weikum	City of Biwabik
	Jodi	Knaus	Town of White
	Jon	Skelton	Town of White
X	Karl	Schuettler	ERJPB Consultant
X	Lance	Johnson	Amptek Contractors
X	Laura	Ackman	Essentia-Health-Aurora Clinic
X	Linda	Johnson	IRRR
	Mark	Lorenz	Mesabi Nugget
	Mark	Skelton	Citizen Representative
X	Peter	Clevenstine	MN DNR
	Roy	Worsham	Embarrass Township
X	Steve	Giorgi	RAMS

Member Guests

	Cherie	Grams	ERJPB
	David	Lislegard	Lakehead Constructors
	Frank	Fredrickson	MN Power
X	Ida	Rukavina	Sen. Klobuchar's Office
	Isaac	Schultz	Rep. Stauber's Office
X	Janelle	Greschner	IRRR
	Jason	Metsa	IRRR Deputy Commissioner
X	Jeff	Jacobson	City of Biwabik-Member Alternate
	John	Eloranta	Rep. Stauber's Office
	Josh	Skelton	MN Power
	Julie	Pierce	MN Power
	Linda	Merriman	Superior National Forest-Member Alternate
	Mark	Phillips	IRRR Commissioner
	Peter	Makowski	Sen. Smith's Office

MN Power & PolyMet Staff

X	Arik	Forsman	MP
	Bruce	Richardson	PolyMet
X	Jodi	Piekarski	MP
X	LaTisha	Gietzen	PolyMet
	Mike	Geisdorf	MN Power/Citizen Rep
	Nancy	Norr	MP

Northspan Consulting Staff

X	Elissa	Hansen	Northspan
X	Laura	Nilsen	Northspan

Biwabik Fire and Ambulance Department Update: November 2020

Training:

We had a zoom training on November 24th. We cancelled 2 of our joint trainings due to a rise in COVID numbers in the region and some of the area departments. We are still able to have trainings and be in line with the governors orders but are looking at it from a more local view point. This month we have also pulled back on much of the training and we will transition to some online training through a new system offered through the state called Target Solutions, we have migrated away from Fire Rescue 1 online training platform and are rolling out the new one over the next couple months. New fire fighter training is going well so far and our two candidates are both participating and doing a great job. Our EMT's that are in training are moving towards the testing phase and we have another 3 that will be going in January along with 1 going through the class next semester through the college. We have postponed the EMR class due to not enough people with all the other basic trainings (FIRE / EMT) going on in the region currently. We will pick that up again next spring.

EMS: We ran 8 calls this past month and are at 139 year to date. We are preparing to take back another day of the week in February and are in process of determining which day that will be. The new power load cot has been shipped to the dealership for install, once we obtain shipping info Unit 2 will be brought down to PSV for that install and some other minor repairs that need attention on the rig.

General items:

We have the new uniforms set up and order form generated with all the options. We will get the new personnel stuff coming this week and the remainder of the group after the 1st of the year. We are still diligently looking into the used truck to round out the fleet and I suspect we will have something put together soon. The 10 new SCBA's are in service and outfitted on the trucks. We have looked at the radio options and will be putting a project together on that item early next year with a matching 50/50 grant we obtained through the state to help cover some of those costs.

New applicants and new hires:

Biwabik Fire and EMS is still taking applications for Fire and EMS roles. Our group will continue to seek out new members with a focus on EMS. I do encourage our community to reach out to me at biwabikfire@cityofbiwabik.com for anyone interested or with any questions.



Date: November 12, 2020

To: City of Biwabik

From: David Levelwind, Operator

O & M Report: October 2020

Water Operation & Maintenance

- October 1st - Potable samples taken and sent in. K&M Painting started sandblasting the water plant. Off loaded media for the filter project. Tested the chlorine residual from the WWTF, free was at .23 mg/L and total was .68 mg/L.
- October 2nd - Off loaded more media for the filters.
- October 5th - Aqua Pure started replacing the media in filter #1. They found that the backwash nozzles were installed upside down. They rotated all of them 180 degrees and installed new nozzles. TOC, fluoride, and alkalinity samples taken and sent in.
- October 6th - Disinfection and fluoride reports finished and sent in. Started flushing hydrants. Tested the chlorine residual from Giants Ridge, free was .35 mg/L and total was .86 mg/L.
- October 7th - Started exercising valves at Woodlands and Giants Ridge. I had to locate Aurora's water mains for Ulland Brothers. Total Control helped us reprogram the backwash software. We are now controlling the filters with pressure transducers instead of the floats.
- October 9th - Aqua Pure finished replacing all the media and fixing the nozzles.
- October 12th - K&M Painting finished spraying the second coat of paint. They will be back in the spring to finish the doors and flashing.
- October 13th - Cleaned the filter troughs and did the first backwash with the new media. Everything has been working very well.
- October 14th - Started putting everything back together from the paint and media jobs. Lots of cleaning.



- October 16th - I have been keeping a close eye on the chlorine residual since we dropped so low back in August and September. Up at the Ridge, we have made a full recovery. The free came in at .58 mg/L and the total was 1.13 mg/L. Blew down both flocculation tanks, cleaned the troughs, and backwashed. The filters are running well.
- October 19th - Cleaned the entry point turbidity meter. Turn the heat on out at the barge. I had to order another mixer and an extra prop for the barge. Someone made off with a sump pump and a mixer prop I was using to keep the ice away from the barge.
- October 20th - We started prepping and painting the pipes at the water plant. Finished flushing hydrants and exercising valves.
- October 22nd - Installed the new mixer and prop on the barge.
- October 23rd - Power was out for most of the area. At Giants Ridge and Voyageurs, it did not come back on until 5:30 am the 24th.
- October 30th - Cleaned and calibrated all the turbidity meters.

Wastewater Operation & Maintenance

- October 1st - Quarterly influent samples taken and sent in. Pond observations. Started transfer from the primary to cell #3.
- October 5th - Took pre-discharge samples from cell #2.
- October 7th - Had a meeting with SEH and the MPCA to go over the new mercury limits. Looks like we are in good shape to comply.
- October 8th - I tried locating Aurora's sewer main for Ulland Brothers but was unsuccessful. We could not find a tracer wire and the main is PVC so I cannot send a signal through it. Pond observations were done.
- October 12th - Started what would turn out to be our last discharge of the year on cell #2. Made pond observations.
- October 13th - Took weekly samples from cell #2 and Bog Creek.
- October 15th - Weekly samples from cell #2 taken and sent in.

PeopleService^{INC.}

Water & Wastewater Professionals

- October 19th - Stopped the discharge of cell #2.
- October 20th - Completed the DMR and sent it in.
- October 21st - Took the Bog Creek flow meter out for the winter. Pond observations were done.
- October 23rd - Had to run the e-gen at Giants Ridge and the Villas because of the extended power outage. Did not get much sleep that night.
- October 25th - Reset Giants Ridge L.S. alarms. Voyageurs also gave me a bit trouble. The level indicator decided to stop working.
- October 27th - With the help from a Siemens Technician, I was able to get the level indicator working again at Voyageurs L.S. Pond observations were done and killed off the last of the cattails in the primary pond. Stopped transferring from the primary to cell #3.
- October 29th - Flow Measurements and Controls did our bi-annual flow meter certification at the Main L.S.

PeopleService INC.

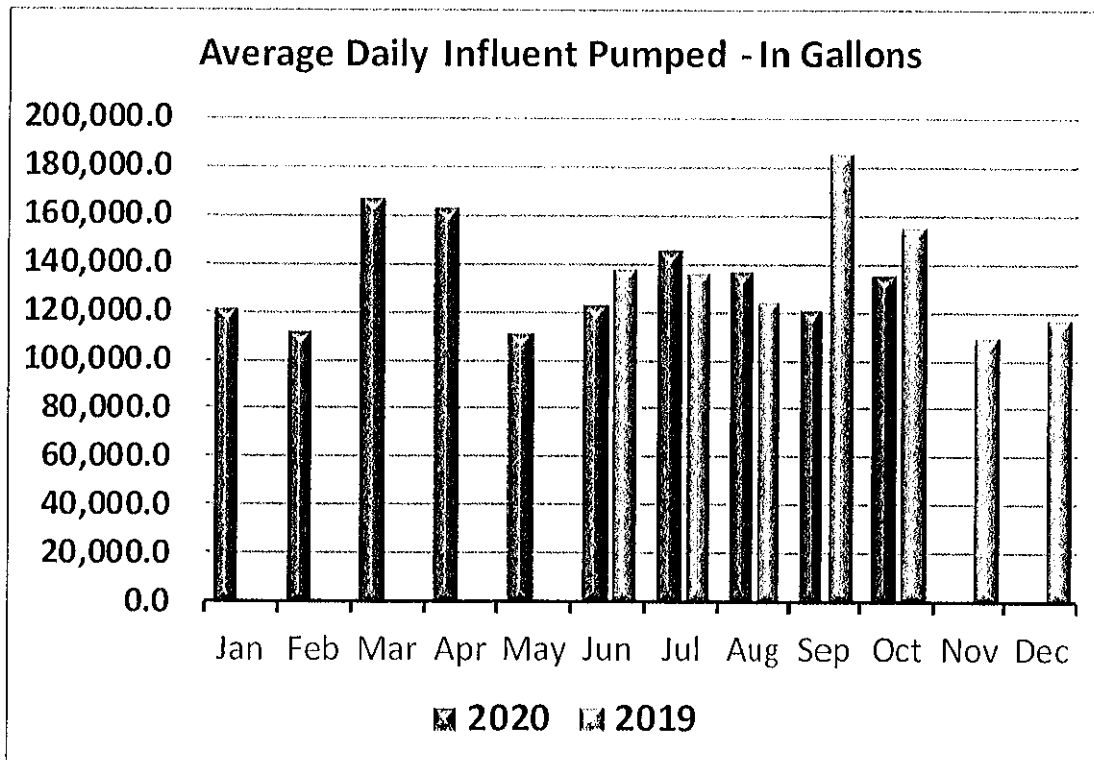
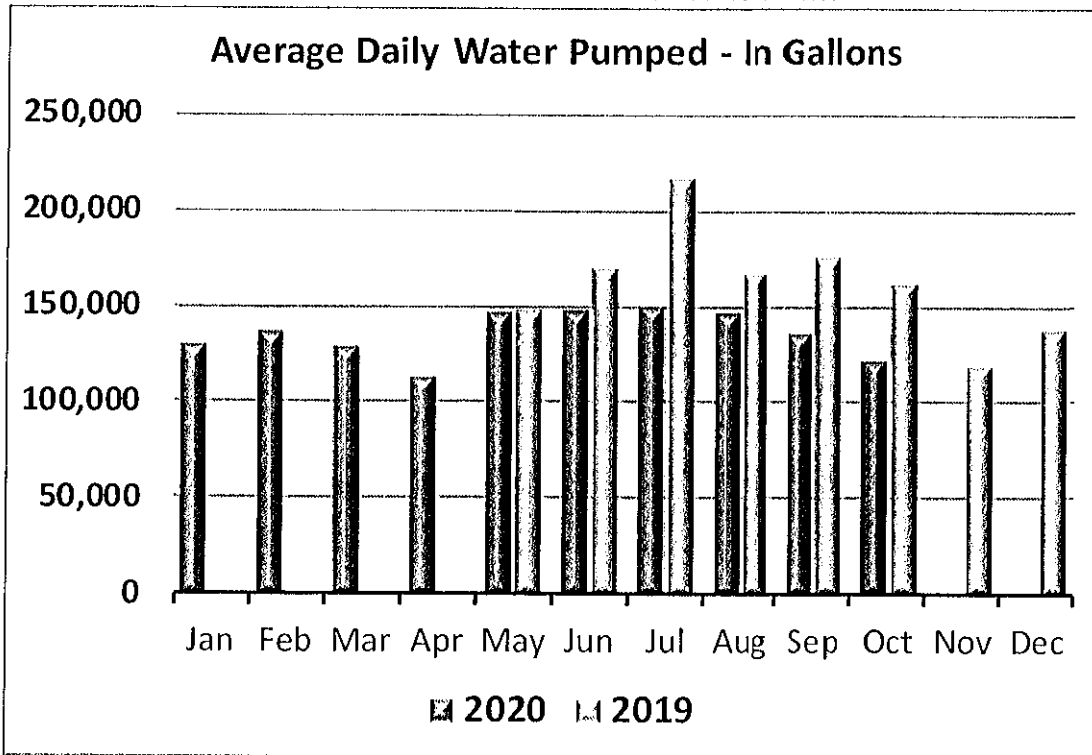
Water & Wastewater Professionals

		October-20	September-20	October-19
Water				
	Units			
Average Daily Pumped	gallons	122,000	136,000	162,000
Maximum Daily Pumped	gallons	183,000	267,000	400,000
Total Monthly Pumped	gallons	3,767,000	4,082,000	5,032,000
Average Daily Fluoride Conc.	mg/L	0.62	0.64	0.85
Fluoride used	gallons	8.25	9.00	14.00
Total Chlorine Residual	mg/L	0.71	0.34	1.19
Chlorine used	lbs	77.00	93.00	99.00
Polymer	gallons	123.00	145.00	154.00
Wastewater				
CBOD				
CBOD Influent	mg/L	91	0	0
CBOD Effluent	mg/L	<2.3	0	3
CBOD Effluent Permit Limit	mg/L	25	25	25
CBOD Effluent Loading	kg/day	0.00	0.00	0.00
CBOD Effluent Loading Permit Limit	kg/day	135.50	135.50	135.50
TSS				
TSS Influent	mg/L	86	0	0
TSS Effluent	mg/L	1	0	0
TSS Effluent Permit Limit	mg/L	45	45	45
TSS Effluent Loading	kg/day	0.00	0.00	0.00
TSS Effluent Loading Permit Limit	kg/day	243.80	243.80	243.80
Mercury				
Mercury, Total Influent	ng/L			
Mercury, Total Effluent	ng/L			
Phosphorus				
Phos Influent	mg/L	5	0	0
Phos Effluent	mg/L	4	2	1
Phos Effluent Loading	kg/day	0.00	0.00	0.00
Nitrogen Ammonia				
Nitrite Plus Nitrate, Total	mg/L	0.00	0.00	0.15
Nitrogen, Ammonia, Total	mg/L	0	0	0
Nitrogen, Kjeldahl, Total	mg/L	0.00	0.00	1.00
Fecal Coliform				
Fecal Effluent	ml	43	4	10
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	8.85	7.11	5.80
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Discharge to Wetland				
Total Monthly Intervention	gallons	0	0	0
Average Monthly	gallons	1,169,000	1,024,000	0
Total Monthly	gallons	7,015,000	7,170,000	11,999,000

PeopleService^{INC.}

Water & Wastewater Professionals

Discharge from Wetland				
Fecal Coliform	ml	19	15	16
Fecal Coliform Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Monthly Average Flow	gallons	234,000	154,429	0
Monthly Total Flow	Gallons	7,259,000	1,081,000	0
Phos, Total	mg/L	<.1	0.17	<.1
Phos, Total Permit Limit	mg/L	1	1	1
Phos, Total kg/day	kg/day	0	0	0
Phos, Total kg/day Permit Limit	kg/day	6	6	6
Influent Flow				
Influent Monthly Average Flow	gallons	135,000	121,000	155,000
Influent Maximun Monthly Flow	gallons	282,000	242,000	290,000
Influent Total Monthly Flow	gallons	4,188,000	3,618,000	4,802,000
Precipitation Monthly Total	Inches	3	2	3
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$12,276.00	\$701.00	6%	42%
Maintenance Budget	\$5,627.00	\$1,606.00	29%	42%
Total	\$17,903.00	\$2,307.00	13%	42%



PUBLIC WORKS ACTIVITY LIST

DATE: 12-4-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	PUT OUT BARRICADES HELP SET UP CANDY HAUS			8
PAUL		OFF		
KEITH	BARRICADES + SIGNS AND CANDY HOUSE, CHECK GARBAGES			8
BENJI	Barricads + Signs Candy house Garbage Cans			8

PUBLIC WORKS ACTIVITY LIST

DATE: 12-2-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP. MAINT.			8
PAUL		OFF		
KEITH	CHRISTMAS DECORATIONS			5
	Flocking RINK			3
BENJI	Christmas decorations			5
	worked on outdoor rink			3

PUBLIC WORKS ACTIVITY LIST

DATE: 12-3-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	PULL LEGS	ON T-DOCK		2
	PUT UP X-MAS TREE LIGHTS			1
	EQUED. MAINT.			5
PAUL	OFF			
KEITH	WORKED ON DOCK			4
	CHRISTMAS TREE	AT PARK		1
	MISC. SHOP			3
BENJI	Worked on dock			4
	helped with tree in park			1
	worked on shop Comp.			3

PUBLIC WORKS ACTIVITY LIST

DATE: 12-1-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP. MAINT. & FIXED THROTTLE ON FIRE DEPT. HUSQVARNA SAW			8
PAUL	OFF			
KEITH	CHRISTMAS SHOP MISC.	DECORATIONS		6 2
BENJI	CHRISTMAS DECORATIONS VAL.			4 of

PUBLIC WORKS ACTIVITY LIST

DATE: 11-30-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	WATER METER READINGS			3
	LOAD & HAUL STREET SAND TO SHOP			2
	EQUIP. MAINT			3
PAUL				
		OFF		
KEITH	checked steps			1
	CHANGED BULBS IN DECORATIONS			2
	SAND STREETS			2
	HAUL SAND			2
	SWEEP SHOP FLOORS			1
BENJI	checked steps			1
	worked in shop and			
	changed bulbs on decorations			6
	Moved baracads baracads			1

PUBLIC WORKS ACTIVITY LIST

DATE: 11-25-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN		off		
PAUL		off		
KEITH	Picked up	Truck + brought to		
	land fill			2
	AMBULANCE	from Lundgrens		2
	Plowed,	checked on tree		2
	worked on	lights + chop saw		2
BENJI	Plowed	parking lot		1
	Plowed	side walk and bike trail		2
	Land fill			2
	went to	Lundgrens		2
	worked	around shop and		
	checked	on tree		2

PUBLIC WORKS ACTIVITY LIST

DATE: 11-24-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP. MAINT.			6
	SAND TOWN & SUPER ONE			2
PAUL				
		OFF		
KEITH	TRUCK FROM FIRE HALL			
	WENT TO LAND FILL			3
	CHECK GARBAGES			1
	Lundgrens + FIRE HALL			3
	CHANGE CUTTING EDGE			1
BENJI	went to Land fill			3
	went to Lundgrens			3
	worked in shop &			
	changed cutting edge			2

PUBLIC WORKS ACTIVITY LIST

DATE: 11-23-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	COVERED GRAVE			3
	PUT CUTTING EDGES IN			
	THE GARAGE			2
	EQUIP MAINT			3
PAUL	OFF			
KEITH	SENIOR RECYCLE			2
	HAWLED DECORATIONS			2
	CEMETERY			3
	TANKS TO LAND FILL			1
BENJI	Senior Recycle			2
	Hauled xmas decoration			2
	Covered grave			3
	Tanks to Virginia Landfill			1

PUBLIC WORKS ACTIVITY LIST

DATE: 10-20-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	DIG GRAVE	AT CEM.		3
	EQUIP	MAINT.		5
PAUL				
KEITH				
BENJI	Hauled garbages			1
	Dug Grave			3
	cleaned up around shop			4

PUBLIC WORKS ACTIVITY LIST

DATE: 11-19-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP. MAINT.			6
	CHECK BURIAL SITE AT CEM.			1
CHECK	GARBAGE AT	FIREHALL		1
PAUL	OFF			
KEITH	OFF			
BENJI	Hauled garbage from	firehall		1
	worked in shop			3.5
	Personal time			3.5

PUBLIC WORKS ACTIVITY LIST

DATE: 11-18-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	CHECK AMB. 2 OUT & TAKE TO LUNGRENS EQUIP. MAINT. COMP. TIME			4 2 2
PAUL	OFF			
KEITH	OFF			
BENJI	Brought Amb #2 to Lungrens Cleared around shop worked on truck lights			2 4 2

PUBLIC WORKS ACTIVITY LIST

DATE: 11-17-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	UNLOAD SWEEPER			2
	UNLOAD GARBAGE BAGS			1
	EQUIP MAINT.			5
PAUL	OFF			
KEITH	OFF			
BENJI	Unload sweeper			2
	Unload garbage bags			1
	Clead up skate shack			5

PUBLIC WORKS ACTIVITY LIST

DATE: 11-16-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP.	MAINT.		8
PAUL	OFF			
KEITH	OFF			
BENJI	Cleaned up ground shop			8

PUBLIC WORKS ACTIVITY LIST

DATE: 11-12-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	GARBAGE BAGS TO SUPER ONE			1
	CLEAN-UP SNOW			1
	EQUIP. MAINT.			6
PAUL				
		OFF		
KEITH	SHOVELED STOPS			1
	Plowed COMPTON, CLEANED			
	UP, SANDS			7
BENJI	Shoveled Stops			1
	cleaned snow and Plowed			
	ground town			7

PUBLIC WORKS ACTIVITY LIST

DATE: 11-11-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	Plow snow			7 hrs.
PAUL				
		off		
KEITH	Plow snow			5
BENJI	Plow Snow			4.5 hrs

PUBLIC WORKS ACTIVITY LIST

DATE: 11-10-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP. MAINT.			4
	COMP. TIME			4
PAUL		OFF		
KEITH	EMPTYING	GARBAGES		2
	FINISHING	PUTTING UP	SKATING	6
	RINK			
BENJI	Emptying	Garbage		2
	Finish	Rink		4

PUBLIC WORKS ACTIVITY LIST

DATE: 11-9-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP. MAINT.			6
	MOVE CONTAINER ON	1ST AVE.		2
	4 2ND ST.			
PAUL	OFF			
KEITH	OFF			
BENJI	Shop Shop work			3
	cleaned catch basins			3
	Moved container on	1ST AVE		2

PUBLIC WORKS ACTIVITY LIST

DATE: 11-6-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	BAGS TO SUPER ONE			1
	COVER CREMAINS			2
	FILLED IN A HOLE BESIDE SIDEWALK			1
	EQUIP. MAINT.			4
PAUL				
		OFF		
KEITH	WORKED ON SKATING RINK			4
BENJI				
		OFF		

PUBLIC WORKS ACTIVITY LIST

DATE: 11-5-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	DUG CREMAINS AT CEM.			2
	CLEANED UP AT PAU. HAULED			
	STUFF BACK TO CITY HALL			2
	EQUIP. MAINT.			4
PAUL		OFF		
KEITH	ASH HOLE AT CEMETERY			2
	PUT STUFF AWAY AT			
	PAU. HALL			2
	WORKED ON SKATING RINK			4
BENJI		OFF		

PUBLIC WORKS ACTIVITY LIST

DATE: 11-4-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	TOOK SHED APART AT COLD STORAGE			6
	CLEANED UP VOTING STUFF			2
PAUL		OFF		
KEITH	TORE DOWN COLD MIX SHED			5
	AND CLEANED UP			3
	WORKED ON SKATING RINK			
BENJI		OFF		

PUBLIC WORKS ACTIVITY LIST

DATE: 11-3-20

NAME	ACTIVITY	LOCATION	EQUIPMENT	HOURS
LOREN	EQUIP MAINT			6
	CHECK SHED AT COLD STORAGE			1
	SET UP TABLES AT PAV.			1
	OFF			
KEITH	GOT REST OF FLAG POLES	READY		
	+ DELIVERED TO P&T			2
	BROUGHT SAND TO RINK + LOADED			2
	MEASURED AND MARKED	LINES		
	FOR SKATING	RINK		4
BENJI	OFF			

DATE: December 14, 2021

AGENDA ITEM: Resolution 2020-33 Adopting the 2021 Budget

BACKGROUND: The 2021 City Budget has been prepared by the City Administrator. The budget includes all anticipated expenses and revenues for the City of Biwabik during calendar year 2021.

There is a \$25,000 reduction in the proposed levy since the preliminary budget was approved in September. \$50,000 was removed from the City budget, as the Water and Sewer utility funds will be paying \$25,000 each towards Public Works department staffing for services provided. Half of the \$50,000 reduction was reallocated towards the Parks line item to fund playground equipment to replace what was removed at the City Beach last year.

ATTACHMENTS:

- A. Resolution 2020-33
- B. 2021 Budget Document

COUNCIL RESOLUTION

Resolution No. 2020-33

City of Biwabik, Minnesota

RESOLUTION ADOPTING THE CITY OF BIWABIK BUDGET FOR FISCAL YEAR ENDING 12/31/2021

WHEREAS, the Biwabik City Council has, in conjunction with recommendations from the City Administrator and City Staff, developed a city budget for operations in FY 2021;

NOW THEREFORE, BE IT RESOLVED that the Biwabik City Council hereby adopts the final 2021 Budget and approves the following appropriations:

General Fund	\$ 1,694,185
Ambulance Fund	\$ 107,816
Water Fund	\$ 351,243
Electric Fund	\$ 735,672
Wastewater Fund	\$ 276,386
Stormwater Utility	\$ 50,000
Refuse Fund	\$ 148,099
TOTAL	\$ 3,363,401

BE IT FURTHER RESOLVED, that the FY 2021 City Budget is available in detail for public examination at the office of the City Administrator and that a copy of this resolution is available for public inspection during normal office hours.

Adopted this 14th Day of December 2020

Jim Weikum, Mayor

Attest:

Jeff Jacobson, City Administrator

Moved by Councilor _____, supported by Councilor _____ that the above resolution be adopted:

Ayes:
Nays:
Absent:

City of Biwabik, MN



2021 Final Budget

December 14, 2020

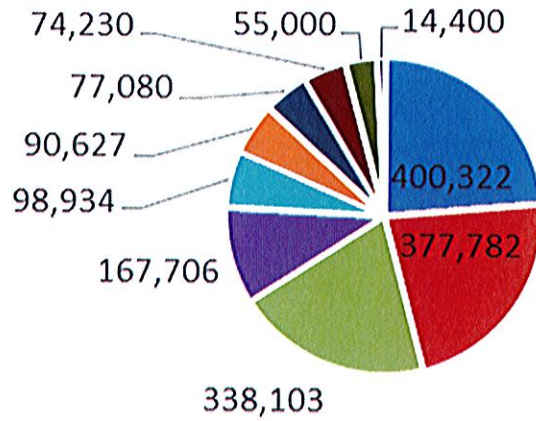
TABLE OF CONTENTS

EXPENDITURE AND REVENUE CHARTS	1
LEVY AND RATE HISTORY	2
REVENUE & EXPENDITURE SUMMARY	3
PROPERTY TAX AND STATE AID	3
COUNCIL	4
CITY ADMINISTRATOR	4
ELECTIONS	4
ACCOUNTING	5
BUILDINGS	5
POLICE	6
FIRE	6
BUILDING INSPECTION	6
PUBLIC WORKS	7
STORMWATER	8
RECREATION	8
CAPITAL	9
AMBULANCE	9
STAFFING TABLE	10
TAX TABLES	11
UTILITY REVENUE & EXPENDITURE SUMMARY	12
WATER	13
ELECTRICAL	14
WASTEWATER	15
REFUSE	16

The proposed final levy for adoption is \$1,192,307 which is \$92,442 more than the final levy for 2020. The result is an anticipated tax rate of 1.336. This is 1.2% higher than the 2020 tax rate.

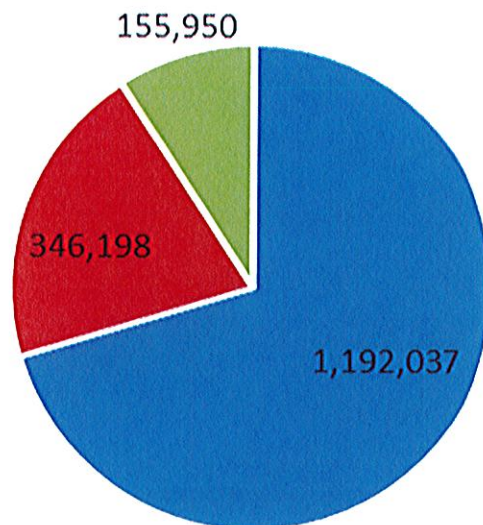
The levy (property taxes) is the primary source of funds to pay for City operations. The charts on this page show revenues and expenditures by category.

2021 Expenditures by Category



- City Council 24%
- Administration 10%
- Recreation 5%
- Building Inspection 1%
- Public Works 22%
- Accounting 6%
- Buildings 4%
- Police 20%
- Fire Department 5%
- Capital 3%

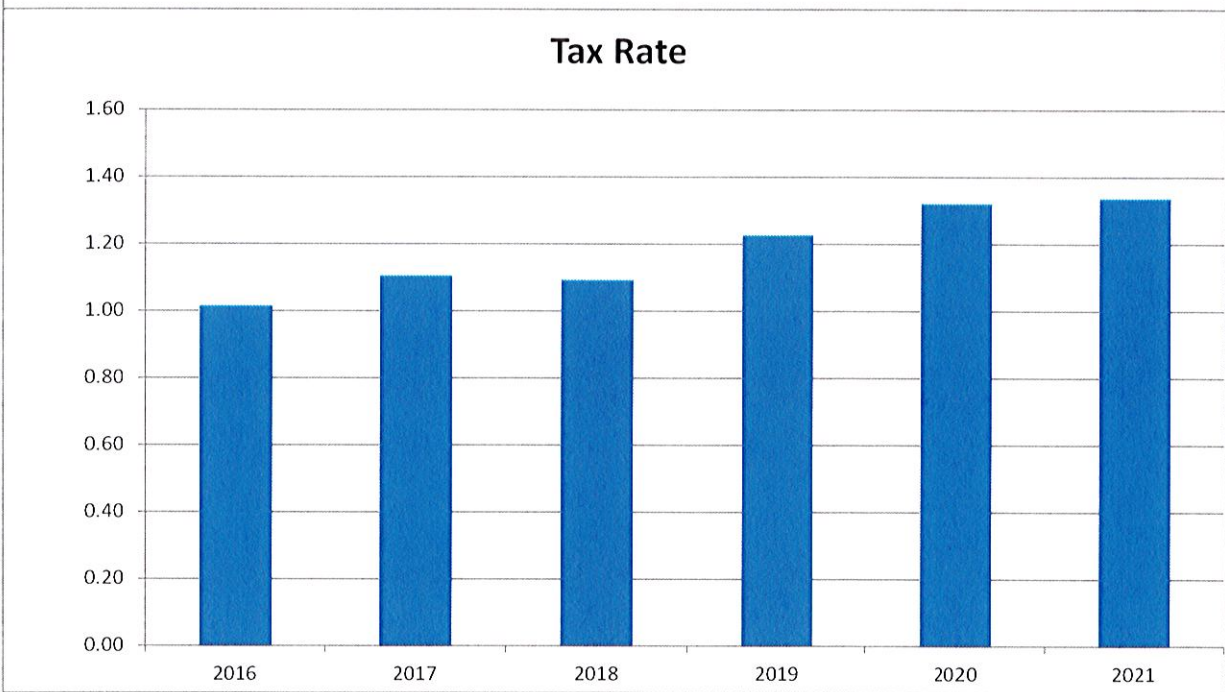
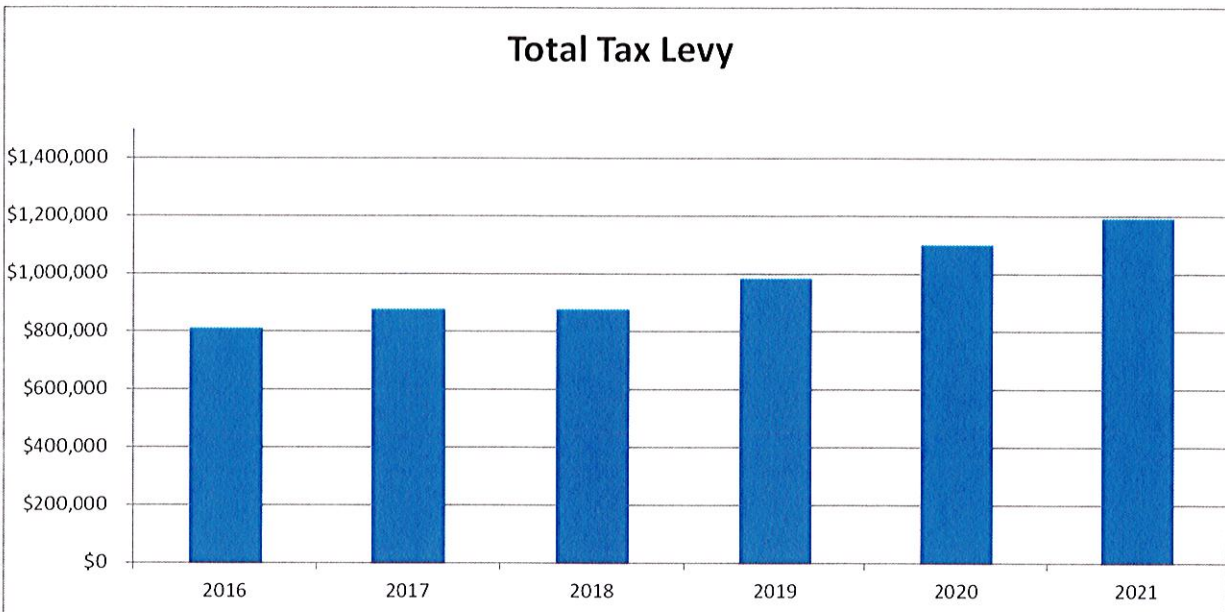
2021 Revenue by Category



- Property Tax 71%
- State Aid 20%
- Charges For Service 9%

	2016	2017	2018	2019	2020	2021
General Fund	\$810,466	\$875,634	\$875,634	\$984,648	\$1,099,595	\$1,192,037
Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
Total Levy	\$810,466	\$875,634	\$875,634	\$984,648	\$1,099,595	\$1,192,037
Increase:		\$65,168	\$0	\$109,014	\$114,947	\$92,442

Tax Rate	1.01	1.10	1.09	1.23	1.3195	1.336
----------	------	------	------	------	--------	-------



Revenues	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Property Tax	1,099,595	736,939	362,655	1,192,037
State Aid	327,318	139,282	188,036	346,198
Council	22,581	18,657	3,923	19,450
City Administrator	0	0	0	0
Accounting	500	13,460	-12,960	0
Election	20	1,307	-1,287	0
Police	12,000	1,226	10,774	12,000
Fire Dept	0	0	0	0
Building Inspection	21,600	39,304	-17,704	21,600
Public Works	900	0	900	900
Buildings	17,000	11,134	5,866	17,000
Recreation	80,000	962	79,038	85,000
Total	1,581,514	962,272	619,241	1,694,185
Expenditures	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
City Council	355,040	382,241	-27,201	400,322
Administration	134,005	144,118	-10,113	167,706
Accounting	98,131	85,390	12,741	98,934
Elections	3,000	3,360	-360	0
Police	338,103	253,577	84,526	338,103
Fire Department	53,933	79,561	-25,627	90,627
Building Inspection	14,400	39,304	-24,904	14,400
Public Works	390,628	380,143	10,485	377,782
Buildings	90,274	113,224	-22,950	74,230
Recreation	74,000	962	73,038	77,080
Capital	30,000	9,937	20,063	55,000
Total	1,581,514	1,491,818	89,696	1,694,185
Property Tax and State Aid	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
R 101-41000-31000 General Property Taxes	1,099,595	736,939	362,656	1,192,037
R 101-41000-33000 Mining Effects	25,000		25,000	25,000
R 101-41000-33400 Taconite Aid	60,000	17,951	42,049	75,000
R 101-41000-33401 Local Government Aid	242,318	121,331	120,987	246,198
R 101-41000-33411 PERA Aid				
R 101-41000-36200 Miscellaneous				
Total	1,426,913	876,221	550,692	1,538,235

Council	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue				
R 101-41110-32000 Liquor License	4,700	1,000	3,700	2,500
R 101-41110-32100 Tobacco Licenses	200	200	0	200
R 101-41110-34770 Cable TV Franchise Fee	11,681	10,633	1,048	11,000
R 101-41110-36200 Miscellaneous		1,460	-1,460	
R 101-41110-36210 Interest Earnings	1,000	401	599	750
R 101-41110-36230 Contributions and Donations	5,000	4,963	37	5,000
Total	22,581	18,657	3,923	19,450
Expenditures				
E 101-41110-100 Wages and Salaries	9,600	8,800	800	15,600
E 101-41110-122 FICA	595	673	-78	967
E 101-41110-300 Professional Srvs		4,281	-4,281	
E 101-41110-304 Legal Fees	20,000	35,119	-15,119	54,000
E 101-41110-331 Conference Expenses	2,000		2,000	2,000
E 101-41110-352 General Notices and Public Info	500		500	500
E 101-41110-430 Miscellaneous	500		500	500
E 101-41110-433 Dues and Subscriptions	16,755	15,700	1,055	16,755
E 101-41110-490 Donations	5,000	5,554	-554	5,000
E 101-41110-710 Town of White Payment	300,000	312,113	-12,113	305,000
Department Total	354,950	382,241	-27,291	400,322
City Administrator				
Revenue				
Department Total	0	0	0	0
Expenditures				
E 101-41300-100 Wages and Salaries	60,271	55,635	4,636	62,080
E 101-41300-121 PERA	4,520	4,173	348	4,656
E 101-41300-122 FICA	3,737	4,256	-519	3,849
E 101-41300-123 Medicare	874		874	900
E 101-41300-131 Employer Paid Health	8,863	4,638	4,225	6,432
E 101-41300-133 Employer Paid Dental	210	260	-50	210
E 101-41300-134 Employer Paid Life	69	12	57	69
E 101-41300-151 Worker s Comp Insurance Prem	26,392	30,460	-4,068	28,000
E 101-41300-200 Office Supplies	5,000	3,775	1,225	5,000
E 101-41300-300 Professional Srvs	10,000	21,961	-11,961	15,000
E 101-41300-321 Telephone/Internet	12,000	15,440	-3,440	15,000
E 101-41300-322 Postage	1,200	289	911	500
E 101-41300-331 Conference Expenses	2,500	0	2,500	2,500
E 101-41300-352 General Notices and Publication		1,897		
E 101-41300-362 Insurance	22,750	250	22,500	22,750
E 101-41300-433 Dues and Subscriptions	760	1,072	-312	760
Department Total	159,147	144,118	16,925	167,706
Elections				
Revenue				
R 101-41410-34760 Filing Fees		8	-8	
R 101-41110-36200 Miscellaneous		1,299	-1,299	
Department Total	0	1,307	-1,307	0
Expenditures				
E 101-41410-111 Part-time wages	2,400	3,113	-713	
E 101-41410-200 Office Supplies	500	50	450	
E 101-41410-208 Training and Instruction	100		100	
E 101-41400-340 Advertising		198		
Department Total	3,000	3,360	-163	0

Accounting	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue				
R 101-41500-34000 Charges for Services	500	11,845	-11,345	
R 101-41500-36200 Miscellaneous		1,615		
Department Total	500	13,460	-11,345	0
Expenditures				
E 101-41500-100 Wages and Salaries	34,800	32,122	2,679	35,842
E 101-41500-121 PERA	2,610	2,409	201	2,688
E 101-41500-122 FICA	2,175	2,457	-282	2,240
E 101-41500-123 Medicare	505		505	900
E 101-41500-131 Employer Paid Health	24,611	18,070	6,542	25,034
E 101-41500-133 Employer Paid Dental	210		210	210
E 101-41500-134 Employer Paid Life	69	24	45	69
E 101-41500-301 Auditing and Accounting Services	27,000	29,625	-2,625	27,000
E 101-41500-309 EDP, Software and Design	3,200	593	2,607	3,200
E 101-41500-331 Conference Expenses	1,000		1,000	1,000
E 101-41500-430 Miscellaneous	500		500	500
E 101-41500-433 Dues and Subscriptions	250	90	160	250
Department Total	96,931	85,390	11,541	98,934
Buildings				
Revenue				
R 101-41940-34000 Charges for Services				
R 101-41940-34101 Office Leases	12,000	8,890	3,110	12,000
R 101-41940-36200 Miscellaneous Revenues				
R 101-41940-36220 Rental	5,000	2,245	2,755	5,000
Department Total	17,000	11,134	5,866	17,000
Expenditures				
E 101-41940-100 Wages and Salaries	15,000	6,750	8,250	
E 101-41940-121 PERA	870	394	476	
E 101-41940-122 FICA	174	402	-228	
E 101-41940-200 Office Supplies		1,318	-1,318	
E 101-41940-215 Shop Supplies	1,000		1,000	1,000
E 101-41940-223 Building Repair Supplies			0	
E 101-41940-300 Professional Svcs	15,000	51,561	-36,561	15,000
E 101-41940-321 Telephone/Internet		6,401	-6,401	
E 101-41940-354 Application/Permit fees/licens	130	955	-825	130
E 101-41940-381 Electric Utilities	12,000	11,269	732	12,000
E 101-41940-383 Gas Utilities	22,500	16,937	5,563	22,500
E 101-41940-401 Repairs/Maint Buildings	12,500		12,500	12,500
E 101-41940-430 Miscellaneous	500	335	165	500
E 101-41940-602 Building Loan	10,000	16,460	-6,460	10,000
E 101-41940-750 Pers Prop Tax - Office Lease	600	444	156	600
Department Total	90,274	113,224	-22,950	74,230

Police	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue				
R 101-42000-32240 Animal Licenses		480	-480	
R 101-42000-34000 Charges for Services	12,000	746	11,254	12,000
Department Total	12,000	1,226	10,774	12,000
Expenditures				
E 101-42000-300 Professional Srvs	338,103	253,577	84,526	338,103
Department Total	338,103	253,577	84,526	338,103
Fire				
Revenue				
R 101-42260-33418 State Aid				
Department Total	0	0	0	0
Expenditures				
E 101-42260-100 Wages and Salaries	12,500	11,095	1,405	12,280
E 101-42260-122 FICA	781	849	-68	781
E 101-42260-200 Office Supplies	0	200	-200	250
E 101-42260-205 Equipment Repair	3,000	375	2,625	4,800
E 101-42260-208 Training and Instruction	6,000	7,132	-1,132	13,655
E 101-42260-212 Vehicle Gas/Diesel Fuel	800	131	669	780
E 101-42260-221 Equipment Parts	4,000		4,000	4,000
E 101-42260-300 Professional Srvs	5,000	720	4,280	500
E 101-42260-331 Conference Expenses	500		500	7,000
E 101-42260-404 Repairs/Maint Machinery/Equip	2,500	1,943	557	8,100
E 101-42260-415 Equipment	15,000	54,885	-39,885	38,292
E 101-42260-417 Uniforms	500	1,144	-644	12,898
E 101-42260-430 Miscellaneous	1,000	1,086	-86	1,000
Department Total	51,581	79,561	-27,979	90,627
Building Inspection				
Revenue				
R 101-42400-32210 Building Permits	20,000	39,304	-19,304	20,000
R 101-42400-34204 Erosion Control Permit	1,600			1,600
Department Total	21,600	39,304	-19,304	21,600
Expenditures				
E 101-42400-300 Professional Srvs	12,800	23,204	-10,404	12,800
E 101-42400-302 Erosion Control Inspection	1,600		1,600	1,600
Department Total	14,400		-8,804	14,400

Public Works	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue				
R 101-43000-34000 Charges for Services	900			900
Department Total	900			900
			0	
Expenditures				
E 101-43000-100 Wages and Salaries	161,091	195,738	-34,647	166,380
E 101-43000-111 Part-time wages	15,360	14,000	1,360	15,360
E 101-43000-121 PERA	15,832	14,599	1,233	16,229
E 101-43000-122 FICA	14,201	15,962	-1,761	14,529
E 101-43000-123 Medicare	3,284		3,284	3,360
E 101-43000-125 Central Pension Benefit	19,968	19,714	254	19,968
E 101-43000-131 Employer Paid Health	78,473	69,132	9,341	77,536
E 101-43000-133 Employer Paid Dental	1,200		1,200	1,200
E 101-43000-134 Employer Paid Life	320	194	126	320
E 101-43000-135 Employer Paid Other	2,400	2,425	-25	2,400
E 101-43000-205 Equipment Repair	1,500	937	563	1,500
E 101-43000-208 Training and Instruction	0	286	-286	0
E 101-43000-212 Vehicle Gas/Diesel Fuel	15,000	13,495	1,505	15,000
E 101-43000-215 Shop Supplies	2,500	3,942	-1,442	2,500
E 101-43000-220 Repair/Maint Supply	12,500	8,008	4,492	12,500
E 101-43000-224 Street Repairs	10,000	2,690	7,310	10,000
E 101-43000-226 Sign Materials	2,500		2,500	2,500
E 101-43000-228 Street Crack Seal Program	10,000	9,975	25	10,000
E 101-43000-300 Professional Services		800	-800	
E 101-43000-321 Telephone	0		0	0
E 101-43000-362 Insurance	0		0	0
E 101-43000-381 Electric Utilities	0	633	-633	0
E 101-43000-415 Equipment	6,000	2,597	3,403	6,000
E 101-43000-430 Miscellaneous	500	5,018	-4,518	500
E 101-43000-510 Equipment Lease			0	
Department Total	372,628	380,143	-7,515	377,782

4

Stormwater System		2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue					
R 604-49451-37100		50,000	42,115	7,885	50,000
Department Total		50,000	42,115	7,885	50,000
Expenditures					
Repairs & Maintenance		10,000		10,000	10,000
Debt Service		40,000		40,000	40,000
Department Total		50,000		50,000	50,000
Recreation		2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue					
R 101-45100-34720 Campground Fees		80,000		80,000	85,000
R 101-45100-34730 Registration Fees			962	-962	
R 101-45100-34740 Park & Rec Concessions				0	
R 101-45100-34750 Sleep n Ski				0	
R 101-45100-34950 Donations				0	
Department Total		80,000	962	79,038	85,000
Expenditures					
E 101-45100-100 Wages and Salaries			1,748	-1,748	
E 101-45100-121 PERA				0	
E 101-45100-122 FICA			134	-134	
E 101-45100-201 Rec/Garden Supplies				0	
E 101-45100-202 Little League Supplies				0	
E 101-45100-203 Pony League Supplies				0	
E 101-45100-204 Campground Host			24,500	-24,500	
E 101-45100-206 Channel 2 Operations			3,080	-3,080	3,080
E 101-45100-207 Concession Supplies				0	
E 101-45100-208 Training and Instruction				0	
E 101-45100-214 Field Expenses			5,000	-5,000	
E 101-45100-300 Professional Svcs		22,000	10,790	11,210	22,000
E 101-45100-307 Campground Mgmt Services		52,000	7,667	44,333	52,000
E 101-45100-321 Telephone				0	
E 101-45100-340 Advertising				0	
E 101-45100-381 Electric Utilities			9,967	-9,967	
E 101-45100-404 Repairs/Maint Machinery/Equip				0	
E 101-45100-415 Equipment				0	
E 101-45100-417 Uniforms				0	
E 101-45100-430 Miscellaneous				0	
E 101-45100-434 Events & Planning				0	
E 101-45100-435 Lodging Tax			42	-42	
Department Total		74,000	62,927	11,073	77,080

8

Capital				
	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
E 101-45200-308 Parks Committee	15,000	9,937	5,063	40,000
E 101-45200-510 Equip - Capital Outlay	0		0	
Unspecified Savings				
PUC Loans	15,000			15,000
Capital Total	30,000	9,937	5,063	55,000
Ambulance				
	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenues				
R 608-42153-32160 Reimbursements				
R 608-42153-34205 Ambulance Revenues	90,000	34,360	55,640	90,000
Department Total	90,000	34,360	55,640	90,000
Expenditures				
E 608-42153-100 Wages and Salaries	44,584	350,690	-306,106	21,320
E 608-42153-122 FICA	2,800	2,682	118	2,800
E 608-42153-200 Office Supplies	1,200		1,200	125
E 608-42153-205 Equipment Repair	2,500		2,500	1,500
E 608-42153-208 Training and Instruction	10,000	6,853	3,147	16,609
E 608-42153-210 Operating Supplies	10,000	6,669	3,331	7,200
E 608-42153-212 Vehicle Gas/Diesel Fuel	2,500		2,500	2,500
E 608-42153-221 Equipment Parts	1,500	3,190	-1,690	5,500
E 608-42153-300 Professional Svcs	10,600	18,902	-8,302	20,000
E 608-42153-321 Telephone	700	838	-138	2,000
E 608-42153-331 Conference Expenses	2,500		2,500	2,925
E 608-42153-352 General Notices and Pub Info	194		194	50
E 608-42153-362 Insurance	1,750		1,750	1,750
E 608-42153-415 Equipment	5,000	42,807	-37,807	14,400
E 608-42153-417 Uniforms	3,000		3,000	8,937
E 608-42153-430 Miscellaneous	300	140	160	200
Department Total	99,128	432,771	-333,643	107,816

2021 STAFFING TABLE																
Employee	Annual Wage	Longevity	Sft Diff			FICA	M'Care	PERA	Union Pension	Hlth Ins	Life Ins	Dntl	Glasses	Uni's, etc	Total	
			Standby	& Holiday	OT											
Mayor	3,600	0	0	0	0	223	52	0	0	0	0	0	0	0	3,875	
Councilor	3,000	0	0	0	0	186	44	0	0	0	0	0	0	0	1,938	
Councilor	3,000	0	0	0	0	186	44	0	0	0	0	0	0	0	1,938	
Councilor	3,000	0	0	0	0	186	44	0	0	0	0	0	0	0	1,938	
Councilor	3,000	0	0	0	0	186	44	0	0	0	0	0	0	0	1,938	
City Council	15,600	0	0	0	0	967	226	0	0	0	0	0	0	0	16,793	
PUC Chair	2,400	0	0	0	0	149	35	0	0	0	0	0	0	0	2,584	
Commissioner	1,800	0	0	0	0	112	26	0	0	0	0	0	0	0	1,938	
Commissioner	1,800	0	0	0	0	112	26	0	0	0	0	0	0	0	1,938	
PUC Commission	6,000	0	0	0	0	372	87	0	0	0	0	0	0	0	6,459	
GF-Admin	62,080	0	0	0	0	3,849	900	4,656	0	6,432	69	210	0	0	78,196	
Elec 10%	8,869	0	0	0	0	550	129	665	0	919	10	30	0	0	11,171	
Wtr 10%	8,869	0	0	0	0	550	129	665	0	919	10	30	0	0	11,171	
WWTR 10%	8,869	0	0	0	0	550	129	665	0	919	10	30	0	0	11,171	
1 City Administrator	88,685	0	0	0	0	5,498	1,286	6,651	0	9,189	99	300	0	0	111,708	
GL-Acctg 70%	35,842.35	0	0	0	0	2,240	520	2,688	0	25,034	69	210	0	0	66,604	
Elec 10%	5,120.34	0	0	0	0	320	74	384	0	3,576	10	30	0	0	9,515	
Wtr 10%	5,120.34	0	0	0	0	320	74	384	0	3,576	10	30	0	0	9,515	
WWTR 10%	5,120.34	0	0	0	0	320	74	384	0	3,576	10	30	0	0	9,515	
2 Deputy Clerk	51,203.36	0	0	0	0	3,200	742	3,840	0	35,763	99	300	0	0	95,149	
Elec 30%	13,317.16	0	0	0	0	826	193	999	0	10,952	30	90	0	0	26,406	
Wtr 30%	13,317.16	0	0	0	0	826	193	999	0	10,952	30	90	0	0	26,406	
WWTR 30%	13,317.16	0	0	0	0	826	193	999	0	10,952	30	90	0	0	26,406	
Refuse 10%	4,439.05	0	0	0	0	275	64	333	0	3,651	10	30	0	0	8,802	
3 Billing Clerk/AA	44,390.53	0	0	0	0	2,752	644	3,329	0	36,506	99	300	0	0	88,021	
PW Foreman	56,544	0	0	150	500	3,546	820	4,241	4,992	19,384	80	300	200	400	91,157	
Equip Operator	53,279	0	0	150	500	3,344	773	3,996	4,992	19,384	80	300	200	400	87,397	
Equip Operator	53,279	0	0	150	500	3,344	773	3,996	4,992	19,384	80	300	200	400	87,397	
Equip Operator	53,279	0	0	150	500	3,344	773	3,996	4,992	19,384	80	300	200	400	87,397	
Summer Help	15,360	0	0	0	0	952	223	0	0	0	0	0	0	0	16,535	
7 GF Pub Wrks Total	231,740	0	0	600	2,000	14,529	3,360	16,229	19,968	77,536	320	1,200	800	1,600	369,882	
TOTALS	437,619	0	0	600	2,000	27,319	6,345	30,049	19,968	158,994	617	2,100	800	1,600	688,013	

10

2018 CITY OF BIWABIK TAXES							1.091
Market Value	Homestead Exemption	Taxable Value	Tax Rate	Tax Before Taconite Credit	Taconite Credit	City Tax	
70,000	28,000	42,000	0.01091	458	185	273	
100,000	28,240	71,760	0.01091	783	185	598	
300,000	10,240	289,760	0.01091	3,161	185	2,976	
400,000	1,240	398,760	0.01091	4,350	185	4,165	
500,000		500,000	0.01091	5,455	185	5,270	

2019 CITY OF BIWABIK TAXES							1.227
Market Value	Homestead Exemption	Taxable Value	Tax Rate	Tax Before Taconite Credit	Taconite Credit	City Tax	
70,000	28,000	42,000	0.01227	515	195	320	
100,000	28,240	71,760	0.01227	880	195	685	
300,000	10,240	289,760	0.01227	3,555	195	3,360	
400,000	1,240	398,760	0.01227	4,893	195	4,698	
500,000		500,000	0.01227	6,135	195	5,940	

2020 CITY OF BIWABIK TAXES							1.320
Market Value	Homestead Exemption	Taxable Value	Tax Rate	Tax Before Taconite Credit	Taconite Credit	City Tax	
70,000	28,000	42,000	0.01320	554	195	359	
100,000	28,240	71,760	0.01320	947	195	752	
300,000	10,240	289,760	0.01320	3,823	195	3,628	
400,000	1,240	398,760	0.01320	5,262	195	5,067	
500,000		500,000	0.01320	6,598	195	6,403	

PROPOSED 2021 CITY OF BIWABIK TAXES							1.336
Market Value	Homestead Exemption	Taxable Value	Tax Rate	Tax Before Taconite Credit	Taconite Credit	City Tax	
70,000	28,000	42,000	0.01336	561	195	366	
100,000	28,240	71,760	0.01336	958	195	763	
300,000	10,240	289,760	0.01336	3,870	195	3,675	
400,000	1,240	398,760	0.01336	5,326	195	5,131	
500,000		500,000	0.01336	6,678	195	6,483	

The chart below shows where the City tax bill is allocated based upon the overall percentage of City expenditures

	Public Works	City Council	Police	Administration	Accounting	Fire Department	Recreation	Buildings	Capital	Building Inspection
70,000	\$91.05	\$85.23	\$71.98	\$35.68	\$21.04	\$19.29	\$16.39	\$15.81	\$6.40	\$3.07
100,000	\$189.94	\$177.80	\$150.17	\$74.43	\$43.90	\$40.23	\$34.20	\$32.98	\$13.36	\$6.41
300,000	\$914.34	\$855.91	\$722.88	\$358.31	\$211.31	\$193.67	\$164.64	\$158.76	\$64.31	\$30.87
400,000	\$1,276.55	\$1,194.97	\$1,009.23	\$500.25	\$295.02	\$270.39	\$229.86	\$221.65	\$89.79	\$43.10
500,000	\$1,612.96	\$1,509.88	\$1,275.20	\$632.09	\$372.77	\$341.65	\$290.44	\$280.06	\$113.45	\$54.46

Revenues	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Water	360,000	277,913	82,087	360,000
Electrical	680,000	494,200	185,800	736,500
Wastewater	280,000	204,354	75,646	280,000
Refuse	145,000	113,419	31,581	149,215
	1,465,000	1,089,886	375,114	1,525,715
Expenditures				
Water	383,423	350,293	33,131	351,243
Electrical	886,476	626,040	260,436	735,672
Wastewater	284,441	203,796	80,644	276,386
Refuse	116,551	154,118	-37,567	148,099
	1,670,891	1,334,246	336,644	1,511,401

21

Water	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue				
R 600-49400-36210 Interest Earnings				
R 600-49400-37100 Residential	322,000	244,704	77,296	322,000
R 600-49400-37150 Commercial	36,000	30,326	5,674	36,000
R 600-49400-37160 Penalty		2,182	-2,182	
R 600-49400-37170 Municipal	2,000	623	1,377	2,000
R 600-49400-37250 Connect/Reconnect Fee			0	
R 600-49400- Misc		78	-78	
Department Total	360,000	277,913	82,087	360,000
Expenditures				
E 600-49400-100 Wages and Salaries	51,512	24,600	26,912	52,306
E 600-49400-121 PERA	1,914	1,845	69	2,048
E 600-49400-122 FICA	1,646	2,050	-404	1,696
E 600-49400-131 Employer Paid Health	15,105	12,031	3,074	15,447
E 600-49400-133 Employer Paid Dental	150	77	73	150
E 600-49400-134 Employer Paid Life	50		50	50
E 600-49400-151 Worker s Comp Insurance Prem			0	
E 600-49400-200 Office Supplies	1,200	311	889	1,200
E 600-49400-205 Equipment Repair	2,000		2,000	2,000
E 600-49400-212 Vehicle Gas/Diesel Fuel			0	
E 600-49400-215 Shop Supplies	2,500	6,675	-4,175	2,500
E 600-49400-216 Chemicals and Chem Products	8,000	1,863	6,137	8,000
E 600-49400-300 Professional Srvs	126,200	261,233	-135,033	126,200
E 600-49400-301 Auditing and Acct g Services	3,000	3,267	-267	3,000
E 600-49400-303 Engineering Fees	10,000		10,000	
E 600-49400-304 Legal Fees	2,000		2,000	2,000
E 600-49400-306 Commissioner Salary	2,400	2,200	200	2,400
E 600-49400-309 EDP, Software and Design	3,950	5,137	-1,187	3,950
E 600-49400-321 Telephone	1,400	638	762	1,400
E 600-49400-322 Postage	550	1,809	-1,259	550
E 600-49400-331 Conference Expenses	833		833	833
E 600-49400-352 General Notices and Pub Info	1,138	282	856	1,138
E 600-49400-354 Application/Permit fees/licens	800	458	342	800
E 600-49400-355 Connection Fee - State			0	
E 600-49400-362 Insurance	8,500		8,500	8,500
E 600-49400-381 Electric Utilities	16,300	11,937	4,363	16,300
E 600-49400-383 Gas Utilities	13,000		13,000	
E 600-49400-400 Repairs & Maint Cont	15,500	4,356	11,144	5,000
E 600-49400-401 Repairs/Maint Buildings	1,000		1,000	1,000
E 600-49400-415 Equipment	4,000	4,024	-24	4,000
E 600-49400-430 Miscellaneous			0	
E 600-49400-433 Dues and Subscriptions	1,676		1,676	1,676
E 600-49400-530 Loan Payment (PUC)			0	
E 600-49400-611 Investment	12,100		12,100	12,100
E 600-49400-720 Fiscal Agent Fees		5,500	-5,500	
Transfer to Project Account	75,000		75,000	75,000
Department Total	383,423	350,293	33,131	351,243

Electrical	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue				
R 601-49550-31900 Late Fees				
R 601-49550-36200 Miscellaneous Revenues		30		
R 601-49550-36210 Interest Earnings		2,481		12,000
R 601-49550-37100 Residential	610,000	295,060	314,940	495,000
R 601-49550-37150 Commercial	68,000	180,253	-112,253	210,000
R 601-49550-37160 Penalty		4,807	-4,807	5,000
R 601-49550-37170 Municipal	2,000	11,569	-9,569	14,500
R 601-49550-37600 Heat Utility Sales				
Department Total	680,000	494,200	188,311	736,500.00
Expenditures				
E 601-49550-100 Wages and Salaries	26,512	24,600	1,912	27,306
E 601-49550-121 PERA	1,988	1,845	143	2,048
E 601-49550-122 FICA	1,646	2,008	-362	1,696
E 601-49550-131 Employer Paid Health	15,105	12,031	3,074	15,447
E 601-49550-133 Employer Paid Dental	150	77	73	150
E 601-49550-134 Employer Paid Life	50		50	50
E 601-49550-200 Office Supplies	1,200	117	1,083	1,000
E 601-49550-300 Professional Svcs	6,200	18,997	-12,797	5,000
E 601-49550-301 Auditing and Acct g Services	3,300	3,267	33	3,300
E 601-49550-303 Engineering Fees	10,000		10,000	
E 601-49550-306 Commissioner Salary	2,400	1,650	750	2,400
E 601-49550-309 EDP, Software and Design	1,500	825	675	1,000
E 601-49550-321 Telephone	1,400		1,400	
E 601-49550-322 Postage	550	1,309	-759	1,500
E 601-49550-331 Conference Expenses	334		334	
E 601-49550-352 General Notices and Pub Info	388		388	
E 601-49550-362 Insurance	3,500		3,500	
E 601-49550-381 Electric Utilities	525,000	448,682	76,318	525,000
E 601-49550-383 Gas Utilities	4,000		4,000	
E 601-49550-386 Energy Star Rebate	5,000	880	4,120	1,000
E 601-49550-400 Repairs & Maint Cont	126,227	107,096	19,131	133,000
E 601-49550-401 Repairs/Maint Buildings	5,000		5,000	
E 601-49550-402 Decorative Lighting Repair	4,000		4,000	
E 601-49550-430 Miscellaneous	1,250	310	940	1,000
E 601-49550-433 Dues and Subscriptions	2,676	2,306	370	2,676
E 601-49550-436 Bank Fees		40	-40	
E 601-49550-611 Investment	12,100		12,100	12,100
Department Total	886,476	626,040	135,436	735,672

Wastewater	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
R 602-49450-31900 Late Fees				
R 602-49450-36210 Interest Earnings				
R 602-49450-37100 Residential	250,000	178,859	71,141	250,000
R 602-49450-37150 Commercial	28,000	23,665	4,335	28,000
R 602-49450-37160 Penalty	2,000	1,829	171	2,000
R 602-49450-37250 Connect/Reconnect Fee				
Department Total	280,000	204,354	75,646	280,000
Expenditures				
E 602-49450-100 Wages and Salaries	51,512	24,600	26,912	52,306
E 602-49450-121 PERA	1,988	1,845	144	2,048
E 602-49450-122 FICA	1,646	2,009	-363	1,696
E 602-49450-131 Employer Paid Health	15,105	12,031	3,074	15,447
E 602-49450-133 Employer Paid Dental	150	77	73	150
E 602-49450-134 Employer Paid Life	50		50	50
E 602-49450-151 Worker s Comp Insurance Prem			0	
E 602-49450-200 Office Supplies	1,200	117	1,083	1,200
E 602-49450-205 Equipment Repair	500		500	500
E 602-49450-212 Vehicle Gas/Diesel Fuel			0	
E 602-49450-215 Shop Supplies	817		817	817
E 602-49450-300 Professional Srvs	63,200	99,597	-36,397	72,000
E 602-49450-301 Auditing and Acct g Services	6,300	3,267	3,033	3,200
E 602-49450-303 Engineering Fees	15,000		15,000	
E 602-49450-304 Legal Fees	2,000		2,000	2,000
E 602-49450-306 Commissioner Salary	2,400	1,650	750	2,400
E 602-49450-309 EDP, Software and Design	3,950	3,820	130	3,950
E 602-49450-321 Telephone	2,900		2,900	2,900
E 602-49450-322 Postage	550	1,309	-759	550
E 602-49450-331 Conference Expenses	833		833	833
E 602-49450-352 General Notices and Pub Info	688		688	688
E 602-49450-354 Application/Permit fees/licens	1,500	1,450	50	1,500
E 602-49450-362 Insurance	8,500		8,500	8,500
E 602-49450-381 Electric Utilities	10,300	13,998	-3,698	10,300
E 602-49450-383 Gas Utilities	4,500	44	4,456	4,500
E 602-49450-400 Repairs & Maint Cont	15,500		15,500	15,500
E 602-49450-415 Equipment	500	10,435	-9,935	500
E 602-49450-430 Miscellaneous			0	
E 602-49450-433 Dues and Subscriptions	1,676		1,676	1,676
E 602-49400-530 Loan Payment (PUC)	14,076	26,000	-11,924	14,076
E 602-49450-610 Interest	0	1,547	-1,547	0
E 602-49450-611 Investment	12,100		12,100	12,100
Transfer to Project Account	45,000		45,000	45,000
Department Total	284,441	203,796	80,644	276,386

Refuse	2020 Budget	YTD 12/1/20	2020 Balance	Proposed 2021
Revenue				
R 603-49500-31900 Late Fees	2,000	1,042	958	1,215
R 603-49500-37100 Residential	128,500	97,971	30,529	130,000
R 603-49500-37150 Commercial	14,500	14,406	94	18,000
R 603-49500-37310 Bag Sales				
Department Total	145,000	113,419	31,581	149,215
Expenditures				
E 603-49500-100 Wages and Salaries	4,310	4,664	-354	4,439
E 603-49500-121 PERA	323	349	-26	665
E 603-49500-122 FICA	311	357	-46	275
E 603-49500-131 Employer Paid Health	3,568	3,169	399	3,651
E 603-49500-133 Employer Paid Dental	30	13	17	30
E 603-49500-134 Employer Paid Life	10		10	10
E 603-49500-151 Worker s Comp Insurance Prem			0	
E 603-49500-200 Office Supplies		63	-63	100
E 603-49500-212 Vehicle Gas/Diesel Fuel			0	
E 603-49500-217 Refuse Supplie (Bags)	7,500	4,605	2,895	4,605
E 603-49500-300 Professional Srvs	50,000	71,681	-21,681	65,000
E 603-49500-301 Auditing and Acct g Services			0	
E 603-49500-309 EDP, Software and Design		825	-825	825
E 603-49500-310 Admin Fees (to County)			0	
E 603-49500-321 Telephone			0	
E 603-49500-322 Postage		1,309	-1,309	
E 603-49500-352 General Notices and Pub Info			0	
E 603-49500-362 Insurance			0	
E 603-49500-384 Transfer Station Tipping Fees	15,000	26,020	-11,020	27,500
E 603-49500-385 Solid Waste Mngmt Fee	20,000	24,263	-4,263	25,500
E 603-49500-437 Commercial Refuse Hauling	15,500	16,802	-1,302	15,500
Department Total	116,551	154,118	-37,567	148,099

DATE: December 14, 2020

AGENDA ITEM: Resolution 2020-34 Adopting the 2021 Tax Levy

BACKGROUND: The final levy for 2021 of \$1,192,037 is \$92,442 more (8.4%) than the previous year's levy.

This will result in a tax rate of 1.336 for the calculation of property taxes payable in calendar year 2021. This is a 1.2% increase over the previous year's tax rate.

ATTACHMENTS:

- A. Resolution 2020-34

COUNCIL RESOLUTION

Resolution No. 2020-34

City of Biwabik, Minnesota

RESOLUTION ADOPTING A FINAL TAX LEVY TO BE COLLECTIBLE IN FY 2021.

WHEREAS, Pursuant to Minnesota State Law, the Biwabik City Council is required to adopt a Final Tax Levy to be collectable in 2021, upon the taxable property in the City of Biwabik, for the purposes described below.

Total Net General Fund Levy	\$ 1,192,037
Total Debt Levy	\$ -
Total Net Tax Capacity Levy	\$ 1,192,037

NOW THEREFORE, BE IT RESOLVED that the Biwabik City Council herewith adopts the final tax levy for collection in 2021,

BE IT FURTHER RESOLVED, that the City Administrator is herewith instructed to transmit a certified copy of this resolution to the County Auditor of St. Louis County, Minnesota.

Adopted this 14th Day of December 2020

Jim Weikum, Mayor

Attest:

Jeff Jacobson, City Administrator

Moved by Councilor _____, supported by Councilor _____ that the above resolution be adopted:

Ayes:

Nays:

Absent:

DATE: December 14, 2020

AGENDA ITEM: Resolution 2020-35 to Set 2021 Wage for Full-Time Non-Union Employees

BACKGROUND: The final 2021 budget included funding for a 3% wage increase for the City Administrator, Deputy Clerk and Billing Clerk, but that needs to be finalized in a resolution setting the wage and benefit levels.

ATTACHMENTS:

- A. Resolution 2020-35

COUNCIL RESOLUTION

Resolution No. 2020-35

City of Biwabik, Minnesota

RESOLUTION TO SET 2021 WAGE FOR FULL-TIME NON-UNION EMPLOYEES.

WHEREAS, the 2021 budget provides for the following wages for the referenced employees,

NOW THEREFORE, BE IT RESOLVED that the Biwabik City Council hereby approves wages in accordance with the following table:

City Administrator	\$88,685/yr
Deputy Clerk	\$24.62/hr
Utility Clerk	\$21.34/hr

BE IT FURTHER RESOLVED that the monthly premium for BlueCross/BlueShield Plan 653 will be fully covered by the employer, along with the deductible, which is to be deposited in to the appropriate VEBA account for each employee.

Adopted this 14th Day of December 2020

Jim Weikum, Mayor

Attest:

Jeff Jacobson, City Administrator

Moved by Councilor _____, supported by Councilor _____ that the above resolution be adopted:

Ayes:

Nays:

Adopted:

Approved:

DATE: December 14, 2020

AGENDA ITEM: Approval of Audit Engagement Letter

BACKGROUND: Walker, Giroux and Hahne submitted an audit engagement letter confirming the services they will provide for the audit of our 2020 financial activities. Walker, Giroux and Hahne is in frequent contact with our staff throughout the year to ensure that everything is running smoothly.

ATTACHMENTS:

- A. Engagement Letter

STAFF RECOMMENDATION: Approve as Presented

October 22, 2020

To the City Council and Management
City of Biwabik, Minnesota
Attn: Jeff Jacobson, Administrator
P. O. Box 5529
Biwabik, MN 55708

We are pleased to confirm our understanding of the services we are to provide City of Biwabik, Minnesota for the year ended December 31, 2020. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Biwabik, Minnesota as of and for the year ended December 31, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI) such as management's discussion and analysis (MD&A), to supplement City of Biwabik, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Biwabik, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Schedule of revenues, expenditures and changes in fund balance – budget and actual.
3. Schedules of City's proportionate share of net pension liability and City's contribution for defined benefit pension plans.
4. Schedule of changes in net pension liability/asset.
5. Schedule of City contributions.
6. Schedule of employer's required contributions to the Central Pension Fund of the International Union of Operating Engineers defined benefit pension plan.

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

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

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of City of Biwabik, Minnesota and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Biwabik, Minnesota's financial statements. Our report will be addressed to the City Council and management of the City of Biwabik, Minnesota. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

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

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

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

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures -- Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedure -- Compliance

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

Other Services

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

Management Responsibilities

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

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

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

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report. With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Walker, Giroux & Hahne, LLC, will not be included in any such offering document

without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objective discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

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

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

Engagement Administration, Fees, and Other

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

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

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

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

We expect to begin our audit on approximately December 31, 2020 and to issue our reports no later than June 30, 2021. Thomas B. Kelly is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.), except that we agree that our gross fee, including expenses, will not exceed the following:

Governmental Funds and Account Groups	\$	29,400
Public Utilities Commission Enterprise Funds		<u>10,150</u>
	\$	<u>39,550</u>

There will be an additional fee of \$4,000 if a single audit is required under the Uniform Guidance. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2018 peer review report accompanies this letter.

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

Very truly yours,

WALKER, GIROUX & HAHNE, LLC



Thomas B. Kelly
Certified Public Accountant

RESPONSE:

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

Report on the Firm's System of Quality Control

To the Partners of Walker, Giroux and Hahne, LLC
and the Peer Review Committee of the Minnesota Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Walker, Giroux and Hahne, LLC (the firm) in effect for the year ended June 30, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

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

Firm's Responsibility

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

Peer Reviewer's Responsibility

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

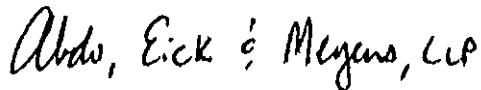
Required Selections and Considerations

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

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

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Walker, Giroux and Hahne, LLC in effect for the year ended June 30, 2018 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Walker, Giroux and Hahne, LLC has received a peer review rating of pass.



ABDO, EICK & MEYERS, LLP
Certified Public Accountants & Consultants

DATE: December 14, 2020

AGENDA ITEM: Acceptance of Election Results

BACKGROUND:

Local Election winners were:

Mayor: Jim Weikum

Councilor: Robert (Chipper) Kovatovich

Councilor: Patricia (Patti) Wallert

City Question 1 was: "Shall the proposed charter for the City of Biwabik be adopted?"
This passed with 329 yes votes and 165 no votes.

ATTACHMENTS:

A. Complete Election Results

STAFF RECOMMENDATION: Approve as presented

Summary of Totals
City of Biwabik
Tuesday, November 3, 2020 State General Election

Number of persons registered as of 7 a.m.	637
Number of persons registered on Election Day	57
Number of accepted regular, military, and overseas absentee ballots and mail ballots	150
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	577

Summary of Totals
City of Biwabik
Tuesday, November 3, 2020 State General Election

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

Mayor (Biwabik)

NP	WI
Jim Weikum	WRITE-IN
479	29

Council Member (Biwabik) (Electorate 2)

NP	NP	NP	WI
Robert "Chipper" Kovatovich	Peter Senarighi	Patricia (Patti) Wallert	WRITE-IN
327	236	264	37

CITY QUESTION 1 (Biwabik)

NP	NP
YES	NO
329	165

DATE: December 14, 2020

AGENDA ITEM: Acceptance of Resignation from Fire/EMS Department – Robert Peterson

BACKGROUND: Robert Peterson recently submitted the included written resignation from the Fire/Ambulance Department.

ATTACHMENT:

A. Letter of Resignation

STAFF RECOMMENDATION: Approve as Presented

To Whom it May Concern,

I am submitting this letter of resignation from my position of Firefighter/EMT in Biwabik. My last day of work for the city will be December 1, 2020

I have enjoyed serving my community for the Biwabik Fire Department these past 3 and a half years. I have become a part of the firefighters' team and feel like they are all family to me. I will miss the fun downtime and efficient teamwork during fires equally as it is so important to work with team members you know you can rely on when it counts. When we were not fighting fires we truly bonded like brothers and sisters.

I have been accepted a full time position with Amazon based out of Reading, Pennsylvania. I will truly treasure all the training and life experience Biwabik Fire has taught me. I am not leaving on a negative reason. Since I was young I have wanted to move from the Iron Range and experience life in another atmosphere, this is my chance. Again, I truly thank everyone at the Biwabik Fire Department for everything you have done for me. You have shaped me into the adult I am today. It truly saddens me to leave, but opportunities are knocking and I am going to answer.

Respectfully,
Robert Steven Peterson

DATE: December 14, 2020

AGENDA ITEM: Authorization to Prepare and Submit a Grant Application to the FEMA: Assistance to Firefighters Grant Program

BACKGROUND: The application period for Federal grants will be opening soon. We have submitted applications for a new fire truck and other equipment in previous years but have not been awarded a grant in several years. This program is competitive, and funds are limited, so it is not uncommon for it to take several attempts before a project is funded.

This program is extremely helpful when grants are awarded, as it is 95% to 5% match. The Federal government awards up to 95% of the purchase while the applicant covers 5%.

We would like to apply for grants for 3 different uses:

1. Fire Engine
2. Auto Extrication Equipment
3. Ambulance

STAFF RECOMMENDATION: Approve as Presented