



CITY OF BIWABIK

MONDAY, JANUARY 12, 2026
5:15 PM SPECIAL MEETING

CITY COUNCIL MEETING
321 NORTH MAIN STREET

SPECIAL COUNCIL MEETING

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE (*please stand if able*)
4. AGENDA APPROVAL
5. ANNUAL REORGANIZATION
 - A. Designate Depositories - City and Investments
 - B. Designate Official Newspaper
 - C. Designate Regular Meeting Location, Date, and Time
 1. Designate October replacement date due to holiday
 - D. Designate Robert's Rules of Order
 - E. Designate Signatories for Check Signing
 - F. Designate Mayor Protem
 - G. Mayoral Committee and Liaison Assignments
6. ADJOURNMENT



CITY COUNCIL AGENDA ITEM

MEETING DATE: January 12, 2026

AGENDA ITEM NUMBER: 5

AGENDA ITEM TITLE: Annual Reorganization

BACKGROUND/DETAILS:

There are two attachments with the Committees and Liaisons and Annual Reorganizations. The two newspaper proposals are attached as well.

STAFF RECOMMENDATION: Designate as desired.

ATTACHMENTS: Official Newspaper Proposals; 2026 Committees and Liaisons; 2026 Annual Reorganization



City of Biwabik

2026 Committees and Liaisons		
Committee/Liaison	Council Member(s)	Backup/Secondary
Personnel Committee	Mayor Biondich	
	Councilor Lehman	
Budget Committee	Councilor Berg	
	Councilor Wallert	
Planning Comm Ex-Officio	Councilor Wallert	
Fire Dept Liaison	Councilor Berg	
Cemetery Liaison	Councilor Neimi	Councilor Lehman
Campground Liaison	Councilor Neimi	Councilor Lehman
Mayor Protem	Councilor Berg	



City of Biwabik

2026 Annual Reorganization	
Topic	Designee
Depositories - City	Park State Bank, Biwabik Branch
Depositories - Investments	Northland Securities
Official Newspaper	Hometown Focus or Mesabi Tribune*
Meeting Location	Council Chambers
Meeting Date	Second Monday of Each Month
Meeting Date October	Tuesday, October 13, 2026**
Meeting Time	6:00 PM
Council Guidelines	Robert's Rules of Order
Signatories	Mayor Biondich and Administrator Schultz
Signatories - Back Up	Mayor Protem and Deputy Clerk

*Newspaper Proposals Attached



December 1, 2025

City of Biwabik
Attn: Mayor and City Council Members
City Hall
P.O. Box 529
Biwabik, MN 55708

RE: 2026 Publication of City Council minutes, Legals, Classified and Display Advertising

We ask your consideration for the honor to be named the official legal publication for the City of Biwabik.

Our weekly paper is freely distributed across the entire Iron Range, including 26 distribution locations in Biwabik, Gilbert and Aurora. Anyone who is interested in and who needs to be aware of the City of Biwabik's meetings can get that information with no barriers – geographic or economic.

There will be no extra charge for extra composition. Also, we will post your legal, classified or display ads to our website at www.hometownfocus.us, mobile app HometownFocus at no extra charge, and they will also appear in our digital edition.

- Rate for City Council minutes and legal publications based on a six column format: **\$2.35 per column inch.**
- Display advertising, based on six column format: **\$6.00 per column inch.**
- Discount for rerunning advertisements: **25% discount.**

There will be no extra charge for extra composition. Also, we will post your legal, classified or display ads to our website at www.hometownfocus.us at no extra charge, and they will also appear in our digital edition, mobile app.

Additionally, we would be happy to publish each month a City of Biwabik meeting wrap-up article provided by you or the board chair, as we are currently doing for the City of Mountain Iron.

Our website & archives shows that 168 stories, events, obituaries and advertisements featured in Biwabik. We look forward to working with you and contributors in that area for more coverage of your community. News, events, articles and submissions of any kind may be sent to our Editor, editor@htfnews.us

We hope to be able to serve you as your official newspaper and we thank you sincerely for supporting an independent, family-owned, grassroots publication whose mission is to celebrate the history, people and communities of the Iron Range. Open and accessible city government is fundamental to a successful community, and we are proud to be part of that process.

Thank you for your consideration, we are locally owned and operated. Please let us know if we become your official legal publication.

Sincerely,

Jeff Asbach

Scott Asbach

MESABI TRIBUNE

www.mesabtribune.com

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December 2nd, 2025

City of Hoyt Lakes
City of Biwabik
Town of White
Biwabik Township
Mesabi East School
City of Aurora
MIB School

RE: Publication of Advertisements & Minutes

We ask to be named the official Newspaper for the 2025 year. We look forward to continuing our work with the following cities and townships to keep our citizens and area businesses informed.

Here is our proposal:

Rate for Legal Publications

(Based on either 6 column format) \$1.39 per column inch

Rate for Board Meeting Minutes

(Based on 6 column format) \$1.39 per column inch

Display Advertising Rates

(Based on 6 column format) \$11.60 per column inch

We confirm that the Mesabi Tribune meets the “Qualified Newspaper” standards as described by the League of Minnesota Cities. Thank you for giving us the opportunity to serve our City & School District. We also look forward to your input in the coming year to provide our community with complete and accurate information in a timely basis. If there is any way we can be of further service to you, please let us know.

Brett Holum
President / Publisher

Anya Nistler
Ad Director