AGENDA
APRIL 12, 2011 – 6:30 P.M.

1. **CALL MEETING TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **PUBLIC FORUM (Limited to 5 minutes per Council protocol)**

5. **CONSENT AGENDA** (Note: Motion will be to approve the Consent Agenda as listed.)
The following items will be enacted by one motion unless a Councillor or Citizen of the City of Virginia requests that the item be considered separately:

5.1 Approval/correction of minutes of Regular Meeting held March 22, 2011.
5.2 Adoption of Finance Resolution No. 11-007 – Schedule of Bills.
5.3 Approve Transient Merchant/Solicitor License for THR & Associates, Inc., d/b/a Treasure Hunters Roadshow.
5.4 Approve transfer of On-Sale Liquor License for Wink's Place, Inc., due to changes in the corporation.
5.5 Approve Application to Conduct Excluded Bingo for Mesabi Humane Society.
5.6 Approve Application for Exempt Permit for Range Mental Health Center.

6. **APPEARANCES (Limited to 10 minutes)**

7. **UNFINISHED BUSINESS**

8. **DISCUSSION ITEMS**

8.1 Local Board of Appeal and Equalization to be held from 10:00 A.M. to 12:00 Noon on Tuesday, April 19, 2011.

9. **COMMITTEE REPORTS**

9.1 Finance Committee as a Committee-of-the-Whole (April 5, 2011)
- A. Liquor license – former Magic Bar.
- B. Liquor License No. 21.
- C. Travel requests, Dennis Benz, Police Department, and Roger Scott, Fire Department, Advanced Arson Investigation Class, April 18-22, 2011, Mankato, MN.
- D. Fire pump training.
- E. Budget – Fourth of July fireworks.
- F. Request to block off portion of Chestnut Street on June 18, 2011, for beanbag tournament.

9.2 Street/Alley/Public Safety Committee (April 5, 2011)
- A. Joint paging – City of Mt. Iron.
- B. Designated parking spaces for T-Square.
- C. Replace handicapped parking with loading zone.
- D. Budget for repair of 1300 block, 18th Street South.
- E. Soil borings on City property.

9.3 Buildings/Grounds Committee (April 7, 2011)
- A. Advertising/marketing flyer for Neighborhood Revitalization Program.

10. **COMMISSION LIAISON/DEPARTMENT HEAD REPORTS**

11. **ADJOURN TO TUESDAY, APRIL 26, 2011, AT 6:30 P.M., COUNCIL CHAMBERS**

5.3

CITY OF VIRGINIA APPLICATION
FOR
TRANSIENT MERCHANT/SOLICITOR LICENSE

LICENSE YEAR ENDING DECEMBER 31, 2011

FEE: $200.00/YEAR Pd.

APPLICANT INFORMATION:

Jeff Allan Parsons
First Middle (No Initials) Last

23200 Clemens St
Applicant Address

Athens IL 62613
City, State, Zip

Date of Birth

Applicant's Telephone No.

BUSINESS INFORMATION:

THR & Associates, Inc
Business Name

3200 Pleasant Run
Business Address

Springfield IL 62711
City, State, Zip

217-726-7590
Business Phone Number

N-A
State Tax ID No. Federal Tax ID No.

TYPE OF ITEMS TO BE ~~SOLD~~ OR TRANSFERRED: Purchase, Evaluate gold, Silver, coins, gems & precious metals

**Note: If selling food, please attach copy of license from the MN Department of Health for Retail Mobile Food Handler*

License No. N-A Expiration Date:

DESCRIBE DISPLAY AREA:

LOCATION(S) WHERE YOU WILL BE OPERATING: Coates Plaza 502 Chestnut St Virginia MN 55792

**Note: You must have permission from landowner to set up display on private property. Do not park in handicapped parking areas.*

ELECTRICAL POWER:

If electrical power is required, you must contact the Virginia Department of Public Utilities at least one (1) business day prior to the date electricity is required. There is a minimum $50.00 fee plus a $100.00 deposit required (fees/deposit subject to change without notice). Department of Public Utilities, 618 2nd Street South, Virginia, MN 55792 (218) 748-7540.

PROPOSED DATES FOR SALES: ~~4-5-11 to 4-9-11~~ Changed to 5.17.11 to 5.21.11

Note: Vendors must close by 1:00 A.M. 9am - 6pm

INSURANCE REQUIREMENTS: Must provide a Certificate of Insurance with bodily injury limits of $100,000 - $300,000.

PURSUANT TO MINNESOTA STATUTE 270.72 TAX CLEARANCE:

ISSUANCE OF LICENSES: THE LICENSING AUTHORITY IS REQUIRED TO PROVIDE TO THE MINNESOTA COMMISSIONER OF REVENUE YOUR MINNESOTA BUSINESS TAX IDENTIFICATION NUMBER AND THE SOCIAL SECURITY NUMBER OF EACH LICENSE APPLICANT.

UNDER THE MINNESOTA GOVERNMENT DATA PRACTICES ACT AND THE FEDERAL PRIVACY ACT OF 1974, WE ARE REQUIRED TO ADVISE YOU OF THE FOLLOWING REGARDING THE USE OF THIS INFORMATION:

1. THIS INFORMATION MAY BE USED TO DENY THE ISSUANCE, RENEWAL OR TRANSFER OF YOUR LICENSE IN THE EVENT YOU OWE THE MINNESOTA DEPARTMENT OF REVENUE DELINQUENT TAXES, PENALTIES OR INTEREST;

2. UPON RECEIVING THIS INFORMATION, THE LICENSING AUTHORITY WILL SUPPLY IT ONLY TO THE MINNESOTA DEPARTMENT OF REVENUE. HOWEVER, UNDER THE FEDERAL EXCHANGE OF INFORMATION AGREEMENT, THE DEPARTMENT OF REVENUE MAY SUPPLY THIS INFORMATION TO THE INTERNAL REVENUE SERVICES;

3. FAILURE TO SUPPLY THIS INFORMATION MAY JEOPARDIZE OR DELAY THE PROCESSING OF YOUR LICENSING ISSUANCE OR RENEWAL APPLICATION.

The undersigned hereby agrees to operate in the City of Virginia in accordance with the regulations governing businesses as set forth in the City of Virginia City Code, which includes liability for damage to the use of City light posts and/or electrical outlets. It is understood that failure to conform or abide renders this license null and void.

Jeff Larsons — 3·28·11

SIGNATURE OF APPLICANT **DATE**

TO BE COMPLETED BY POLICE DEPARTMENT

Criminal Background Check

Applicant must pass a criminal background check.

Certification that the applicant has no past history of violating laws that are declared as unlawful as indicated in City Code, Chapter 6, Section 6.34, Solicitors.

Police Department _____ _____

Title _____ _____

Notes

_____ _____

_____ _____

Please return to: *City Clerk's Office, 327 1st Street South, Virginia, MN 55792*

Updated 3/10

5.5

Minnesota Lawful Gambling

LG240B Application to Conduct Excluded Bingo

No fee

ORGANIZATION INFORMATION

Organization name	Previous gambling permit number
Mesabi Humane Society	11622

Type of nonprofit organization. Check (√) one.

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other nonprofit organization

Mailing address	City	State/Zip Code	County
2305 Southern Drive	Virginia	MN 55792	St. Louis

ATTACH A COPY OF ONE OF THE FOLLOWING FOR PROOF OF NONPROFIT STATUS

* Do not attach a sales tax exempt status or federal ID employer number as they are not proof of nonprofit status.

___ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

___ **Internal Revenue Service - IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, send your federal ID number and the date your organization initially applied for tax exempt status to:
IRS, P.O. Box 2508, Room 4010, Cincinnati, OH 45201

___ **Internal Revenue Service - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

___ **Internal Revenue Service - proof previously submitted to Gambling Control Board**
If you previously submitted proof of nonprofit status from the Internal Revenue Service, no attachment is required.

EXCLUDED BINGO ACTIVITY

1. X No __Yes Has your organization held a bingo event in the current calendar year?
If yes, list the dates when bingo was conducted _____

2. The proposed bingo event for which we are applying will be:

X one of four or fewer bingo events held this year. Dates 5/14/11 7/11/11

OR

__conducted up to 12 consecutive days in connection with a:

__county fair. Dates _____

__civic celebration. Dates _____

__Minnesota state fair. Dates _____

3. Person in charge of bingo event Karen Gucinski Daytime phone 218-741-7425

4. Name of premises where bingo will be conducted Virginia Elks Club Lodge 1003

5. Premises street address ~~218~~ 220 N 5th Ave

6. City Virginia If township, name of township _____ County St. Louis

Bingo hard cards, bingo paper, and bingo number selection devices must be purchased from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors. Or call 651-639-4076.

Be sure to complete page 2

gcinskimhs@gmail.com

XB 1622

LG240B Application to Conduct Excluded Bingo

Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge.

Chief executive officer's signature Claire M Bell Phone number 218-780-0511

Name (please print) Claire M. BELL Date 01 / 31 / 2011

Local Unit of Government Acknowledgment and Approval

If the gambling premises is within city limits, the city must sign this application.

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print city name _____

Signature of city personnel receiving application

Title _____ Date ___/___/___

If the gambling premises is located in a township, both the county and township must sign this application.

For the township: *On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits.*

A township has no statutory authority to approve or deny an application (Minn. Stat. 349.213, Subd. 2).

Print township name _____

Signature of township official acknowledging application

Title _____ Date ___/___/___

For the county: *On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.*

Print county name _____

Signature of county personnel receiving application

Title _____ Date ___/___/___

Mail Application and Attachment(s)

Send the application and proof of nonprofit status to:

Gambling Control Board
Suite 300 South
1711 W. County Rd. B
Roseville, MN 55113

Or, you may fax it to 651-639-4032.

You will receive a document from the Gambling Control Board with your permit number for the gambling activity. Your organization must keep its bingo records for 3-1/2 years.

Questions? Contact the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data Privacy Notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you an authorization. If you supply the information requested, the Board will be able to process your application.

Your name and your organization's name and address will be public information when received by the Board. All the other information will be private data until the Board issues your authorization and the information then becomes public. If the Board does not issue you an authorization, all information provided remains private, with the exception of your name and your organization's name and address which will remain public.

Private data about you is available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety, Attorney General; Commissioners of Administration, Finance, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your consent.

 5.6

Minnesota Lawful Gambling

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
$100	**$50**

ORGANIZATION INFORMATION

Check # _____ $ _____

Organization name	Previous gambling permit number
Range Mental Health Center	Unknown/May 2010

Minnesota tax ID number, if any	Federal employer ID number, if any

Type of nonprofit organization. Check one.

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other nonprofit organization

Mailing address	City	State	Zip Code	County
624 S 13th St. S	Virginia	MN	55792	St. Louis

Name of chief executive officer (CEO)	Daytime phone number	Email address
Craig Amoth	218-741-4714	swallin@rangementalhealth.org

Attach a copy of ONE of the following for proof of nonprofit status.

Do not attach a sales tax exempt status or federal employer ID number as they are not proof of nonprofit status.

☐ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155
Phone: 651-296-2803

☑ **IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted. For raffles, list the site where the drawing will take place.
Olcott Park

Address (do not use PO box)	City or township	Zip Code	County
9th Ave & 9th St.	Virginia	55792	St. Louis

Date(s) of activity (for raffles, indicate the date of the drawing)
May 19, 2011

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

Bingo* ✓ Raffles Paddlewheels* Pull-Tabs* Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

___The application is acknowledged with no waiting period.

___The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

___The application is denied.

Print city name _____

On behalf of the city, I acknowledge this application.
Signature of city personnel receiving application

_____

Title_____Date_____

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.
A township official is not required to sign the application.

____The application is acknowledged with no waiting period.

____The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

____The application is denied.

Print county name _____

On behalf of the county, I acknowledge this application.
Signature of county personnel receiving application

_____

Title_____Date_____

(Optionial) TOWNSHIP: *On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.* [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166)]

Print township name _____

Signature of township official acknowledging application

Title_____Date _____

Print form and have CEO sign

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature_____ Date_____

Complete a separate application for each gambing activity:

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
- application fee for each event
  Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 W est County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Questions?
Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; howeve r, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Reset Form

BOARD OF REVIEW: Mayor Peterson, Councillors Littlewolf, Baribeau, Russo, Sipola
Alternate: Councillor Ralston

8.1

IMPORTANT NOTICE REGARDING ASSESSMENT & CLASSIFICATION OF PROPERTY

This may affect your 2012 property tax payments

Notice is hereby given that the
Local Board of Appeal & Equalization for

CITY OF VIRGINIA
(city or township)

in St. Louis County, Minnesota

shall meet at The City Assessor's Office - City Hall - 327 South 1st. Street
(location)

on April 19, 2011 (date) at 10:00a.m. to 12:00 noon (time)

The purpose of this meeting is to determine whether taxable property in the city/township has been properly valued and classified by the assessor, and also to determine whether corrections need to be made.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you are still not satisfied with the valuation or classification after conferring with your assessor, you may appear before the local board of appeal and equalization. The board shall review the valuation, classification, or both if necessary, and shall correct it as needed. Generally, an appearance before your local board of appeal and equalization is required by law before an appeal can be taken to your county board of appeal and equalization.

IMPORTANT! PLEASE CALL FOR AN APPOINTMENT @ 748-7500

Lois ROskoski Lois Roskoski
(clerk name)

Clerk of City of Virginia
(city or township)

March 31, 2011
(date)

9.1

FINANCE COMMITTEE AS A COMMITTEE-OF-THE-WHOLE
Tuesday, April 5, 2011 – 9:00 A.M.
Council Chambers, City Hall

Present: Councillors Littlewolf, Ralston, Baribeau, Sipola, Russo, Mayor Peterson – 6
Absent: Councillor Cuffe - 1
Also Present: Dennis Benz, Acting Police Chief; Tom & Amy Martinich; Dan L'Allier, Temporary Fire Chief; Rick Puhek, City Assessor; Tennis for All Board - George Erickson, Tom Prosen, Bob Prittinen; Dana Waldron, Police Chief; Ed Alto, Public Works Team Coordinator; Eric Sundquist; Wendy Stevens; Lois Roskoski, City Clerk; Sherry Erickson, Finance Director; Tom Butorac, City Attorney; Bill Hennis, Lead Engineer; John Tourville, City Operations Director; Jim Johnson, SEH Engineering; Eric Fallstrom, Benchmark Engineering; Joseph Caulfield

Councillor Russo stated he received more calls than normal regarding the purchase of the former Magic Bar and recommended tabling the request until an Ad Hoc Committee can review the liquor ordinance.

Discussion was held on the current liquor policy, which allows the City to make the license available to the owner of the building and business for six months after January 1 of the following year, if a business goes out of business.

Moved by Russo and supported to table the request from Eric Sundquist to purchase the former Magic Bar, contingent upon the issuance of the liquor license, and to appoint an Ad Hoc Committee to review the liquor policy and ordinance.
Ayes: Councillors Littlewolf, Russo, Mayor Peterson – 3
Nays: Councillors Ralston, Sipola, Baribeau – 3
Motion failed.

Councillor Ralston agreed that the liquor ordinance should be reviewed, but felt the request was presented under the current policy/ordinance and should not be held up until the ordinance was reviewed. Councillor Littlewolf stated the number of liquor licenses should be reviewed, as Virginia's population has declined. City Clerk Roskoski stated the City of Virginia is allowed to issue up to 21 on-sale liquor licenses, with 18 currently issued. Mayor Peterson stated the number of liquor licenses is creating a hardship and devaluing the other liquor establishments. City Attorney Butorac recommended that the liquor ordinance be reviewed.

Eric Sundquist stated the American Bank has accepted his offer to purchase the former Magic Bar, pending the issuance of the liquor license.

A. **Moved by Sipola and supported to reserve the liquor license for the Magic Bar for Eric Sundquist, contingent upon meeting the licensing requirements.**
Ayes: Councillors Littlewolf, Ralston, Baribeau, Sipola – 4
Nays: Councillor Russo, Mayor Peterson - 2
Motion carried.

Mayor Peterson stated the City Council promised to hold an on-sale liquor license for Tom and Amy Martinich for their proposed development in Midway.

B. **Moved by Sipola and supported to hold On-Sale Liquor License No. 21 until the liquor ordinance has been evaluated. Motion carried.**

Acting Police Chief Benz reviewed his travel request to attend the Advanced Arson Investigation Class and stated Fire Marshall Roger Scott would also like to attend.

C. **Moved by Russo and supported to approve the travel requests for Dennis Benz, Police Department, and Roger Scott, Fire Department, to attend the Advanced Arson Investigation Class, to be held April 18-22, 2011, in Mankato, Minnesota. Motion carried.**

Bob Prittinen, Quad Cities Tennis for All Board, gave an update on the tennis facility and reviewed their projected budget expenditures. Mr. Prittinen stated the Tennis Board is currently advertising for a certified Tennis Pro, who will hopefully be on board as of June 1, 2011. Renee Galaski resigned last Friday and Amy Gunderson has agreed to work twenty hours per week for $12/hour until the pro is hired. Other casual employees and volunteers will staff the building during the other times. The Tennis Pro will also teach tennis lessons and conduct tournaments to bring in additional revenue. The Board is also considering the purchase of a stringing machine to generate additional revenue.

Councillor Russo stated the proposed budget does not include the income for the tennis facility and further stated that the City approved an appropriation of $40,000 to the Tennis Board to cover the salaries for 2011. Mr. Prittinen requested that a meeting be set up with the Finance Director to prepare a complete budget for the tennis facility. Mr. Prittinen stated the appropriation from the City of $40,000 will not be spent by June 1st, but the Tennis Board felt they could not hire a qualified tennis pro with the funds that were appropriated.

Moved by Baribeau and supported to table the discussion on the Tennis Pro position until the next Finance Committee meeting and request that the Quad Cities Tennis Board representatives and Finance Director meet and prepare a total financial package for the tennis facility. Motion carried.

Temporary Fire Chief L'Allier requested permission to allow six Virginia Fire Department employees to participate in an 8 hour class on fire pump training with the City of Mt. Iron Fire Department. The six employees would be paid straight time for participating in the training.

D. **Moved by Russo and supported to authorize six employees of the Virginia Fire Department to participate in fire pump training, at an estimated cost of $2,200. Motion carried.**

Discussion was held on the letter from Joseph Caulfield regarding the purchase of City land, which is located between his property on 3rd Avenue North and Bailey's Lake.

Moved by Baribeau and supported to table the request from Joseph Caulfield to purchase City property and request the Lead Engineer to meet with Mr. Caulfield to determine an exact description of the property for the next Finance Committee meeting. Motion carried.

Finance Director Erickson stated $7,500 was budgeted in 2010 for the Fourth of July fireworks, with $3,100 received in donations.

E. **Moved by Baribeau and supported to set a budget of $7,500 for the 2011 Fourth of July fireworks and to request Terry Hartikka to spearhead the requests for donations. Motion carried.**

Councillor Littlewolf expressed the need to communicate clearly with the community on the date/time for the fireworks event and to not interfere with other festivities in the area. It was noted that Park/Recreation Director Bachman was in charge of the Fourth of July fireworks.

Moved by Baribeau and supported to approve the Application to Conduct Excluded Bingo for the Blue Devil Golf Boosters, Inc. Motion carried.

Mayor Peterson noted this will be the final approval for the application, as the first bingo will be held on April 10, 2011, which is prior to the City Council meeting.

A letter was received from Jeff Peterson, Popper's Bar, requesting permission to block off the 100 block of Chestnut Street following the Land of the Loon parade on June 18, 2011, to hold a beanbag tournament.

F. **Moved by Ralston and supported to approve the request from Popper's Bar to block off the 100 block of Chestnut Street on June 18, 2011, immediately following the Land of the Loon parade, for the purpose of holding a beanbag tournament. Motion carried.**

Meeting adjourned at 10:05 A.M.

9.2

MINUTES
STREET AND ALLEY COMMITTEE
COUNCIL CHAMBERS
April 4, 2011 10:00 a.m.

PRESENT: Councillors Baribeau, Ralston

ABSENT: Councillor Cuffe

ALSO PRESENT: John Tourville, City Operations Director; Debbie Judnick, Engineering Department; Bill Hennis, Engineering Department; Louie Russo, Councillor; Don Sipola, Councillor; Dennis Benz, Acting Chief of Police; Dan LAllier, Interim Fire Chief; Steve Peterson; Mayor

Chairperson Baribeau called the meeting to order at 10:15 a.m.

Interim Fire Chief LAllier discussed the issue of joint paging with the Mt. Iron Fire Department. This would help insure getting more fire fighters there on the first call. The Eveleth and Fayal fire departments are already doing this and it is working well for them.

A. **Moved by Ralston and supported to try the joint paging with the Mr. Iron Fire Department for one year. Motion Carried.**

April Tater owner of the T squared building was at the meeting to discuss parking, a loading zone, and the handicap spot on the side of the building.

The Committee first discussed the parking issue. April did some checking with her tenants and found that 28 cars are currently using on street parking, which is making it difficult for patrons to find a parking spot. After some discussion it was decided to designate 8 spots for T Squared parking in the lot behind Grande Hardware.

B. **Moved by Ralston and supported to designate eight 2 hour parking spots for T Squared parking in the lot behind Grande Hardware starting from the alley and moving south. Motion Carried.**

The Committee then discussed removing the handicap spot on the side of the building and replacing it with a loading zone spot, due to the fact there is a handicap spot in the front of the building.

C. **Moved by Ralston and supported to remove the current handicap parking spot and install a loading zone parking spot near the alley on 3rd Avenue. Motion Carried.**

The next item on the agenda was the parking monitor and blight officer positions. After some discussion it was decided to work with staff on developing a plan and come up with a solution for these two positions and bring it back to the Personnel Committee. No action taken.

Chairperson Baribeau had received 4 phone calls in the last two weeks about unlicensed vehicles. After a brief discussion it was decided to have the police department look into this and contact the individuals of these unlicensed vehicles.

Reminder that Calendar parking changes will take affect on May 1st, there will be advertising to remind the public.

Lead Engineer Hennis gave an update on the 2011 Street Projects. Chairperson Baribeau has been working with Commissioner Keith Nelson to obtain funding for the 8th Street South, 13th Avenue to 16th Avenue project. The project will not be done in 2011 because of another project and was moved back to 2012.

The18th Street South 1300 block is in deplorable condition and is a safety concern. Lead Engineer Hennis would like to have work done on it this summer. Public Works Coordinator Alto for the Public Works Department asked if the work could be done by Public Works. The Engineering Department along with Alto will work on a solution and budget and bring it back to the Street and Alley Committee.

D. **Moved by Ralston and supported to have the Engineering office work with the Public Works Coordinator to work on a solution and budget for the 18th Street South, 1300 block project and bring it back to the Street and Alley Committee. Motion Carried.**

The 4th Street North, 6th Avenue to 9th Avenue project will cost about one million dollars. Funds will be needed for this project.

There was no State Aid last and will be none this year and part of next so the 2nd Street South, 500 Block project is also on hold until funds can be obtained.

The question was raised whether or not there is a need for snow emergency routes. The Public Works and Engineering Departments are looking at designating a couple of routes. They will bring back their suggestions to the Street and Alley Committee.

Soil borings have not been done in the last few years as directed by the past City Council. Lead Engineer Hennis believes this should be done as it gives potential buyers an idea of what capacity the soil is at before building. The cost is around five to ten thousand dollars.

Moved by Ralston and supported to do soil borings on City owned lots. Motion Carried.

In other items of concern, Alto inquired about the status of the house on 12th Street North. According to Hennis there is an agreement being made with the bank and once it is purchased Public Works will be able to proceed. This will be addressed on Thursday.

Meeting adjourned at 11:10 a.m.

Minutes prepared by: Debbie Judnick, Engineering Secretary

BUILDINGS/GROUNDS COMMITTEE
Thursday, April 7, 2011 – 9:00 A.M.
Council Chambers, City Hall

Present: Councillors Ralston, Sipola - 2
Absent: Councillor Littlewolf - 1

Also Present: Councillor Baribeau; VEDA - Connie Christenson, Glenn Patrick; John Tourville, City Operations Director; Dana Hiltunen, AEOA; Housing Expeditors - Dick Griesert, Steve Grabko; Tom Butorac, City Attorney; Lois Roskoski, City Clerk; Dana Waldron, Police Chief; Dan L'Allier, Temporary Fire Chief

Councillor Ralston stated the purpose of the meeting was to develop guidelines and set goals for the Housing Revitalization Program.

Councillor Ralston stated the Steering Committee for the Housing Revitalization Program will consist of the Councillors Ralston, Sipola and Littlewolf from the City Buildings/Grounds Committee and Connie Christenson and Julianne Paulsen from the Virginia Economic Development Authority.

Steve Griesert, Housing Expeditor, stated the neighborhood that is being targeted for the revitalization is the 100 block, from 4th Street North to 12th Street South. Mr. Griesert distributed the "Virginia Target Neighborhood Parcel Summary". Once the next survey has been completed, each parcel will include the owner/occupant information, value and condition of property and information will be readily available to determine what programs the residents would qualify for.

Mr. Griesert reported on the information that was collected regarding the conditions of residential structures within the targeted area during the first survey: 43 sound; 78 minor repair; 74 major repair, 17 dilapidated. The goal of the revitalization program is to rehab 149 units over a five year period and to acquire and demolish five structures, with five new structures constructed.

Mr. Griesert distributed copies of the draft survey that he prepared. A sample of the survey that was used in the City of Eveleth was also distributed.

Councillor Ralston reported that a $7,500 grant, plus a matching $7,500 from the City of Virginia has been obtained to assist with the administration of the revitalization program. The City of Virginia has also agreed to provide $5,000 of in-kind services. Mr. Griesert stated the current funding is enough to get the program started and hopefully volunteers can be found to obtain the survey information. Councillor Ralston stated a person that was a census taker is interested in doing the survey work.

Councillor Baribeau stated additional federal funding could be obtained, if the entire City qualified for the low/moderate income status. Councillor Ralston stated the entire City would qualify for the revitalization funding, but the program will focus on the targeted area (100 block, 4th Street North to 12th Street South).

Dana Hiltunen, AEOA, stated the surveyor must be careful on how they approach the tenants. A note could be added to the survey that the information supplied will be used as a range, with no individual information given out.

Councillor Ralston reviewed the next steps of the project:

1) Determine public announcement.
2) Refine and approve survey form.
3) Appoint surveyor and begin obtaining information.

Councillor Ralston recommended that additional funding be requested from the Virginia Foundation and Iron Range Resources, for use as $500 mini-grants for smaller home projects.

Ms. Hiltunen stated the AEOA uses a variety of funding sources, as the sources change yearly and they must compete with other cities for the same funding. Also, City involvement provides more leverage for project funding. Connie Christenson recommended that AEOA provide the funding sources for use in this project.

Dick Walsh, Housing Expeditor, recommended that communities contact their legislators to ask for continued support in funding the housing redevelopment programs. Housing rehab funding is also available that targets moderate income working families.

Councillor Ralston stated that an open house will be held, once the public is notified about the survey.

Mr. Griesert stated he and Dick Grabko would review the surveys and determine what funding is available. Mr. Griesert also stated that the surveyor would be able to inform the owner/occupants of funding that is available immediately.

Ms. Hiltunen stated AEOA would get involved with funding that is available through their agency, once the survey information is gathered.

Councillor Ralston stated the City is considering the hiring of a Parking Monitor/Blight Officer. There is a possibility that the position could be expanded to include the Housing Expeditor duties.

Discussion was held on absentee landlords. Once the owner information is obtained from the surveyor, the program information/flyer will be sent to them.

Councillor Baribeau recommended that the City Building Inspector determine if tax forfeited properties are safe or if they should be condemned. Once the information is available, the City could enforce the current ordinance and make St. Louis County responsible for the tax forfeited properties.

Connie Christenson suggested that rental property guidelines be set up. Dana Hiltunen recommended that the quad cities participate in setting up the guidelines.

Councillor Ralston recommended that a flyer be developed to outline the revitalization program, with advertising done through the newspaper, public access channel, door to door and included in the Public Utilities newsletter.

A. **Moved to Sipola and supported to move ahead with the Neighborhood Revitalization Program by contacting a printing company to prepare an advertising/marketing flyer. Motion carried.**

Dana Hiltunen agreed to review the various surveys and develop a finalized survey, which could be reviewed at the next meeting. The next meeting was scheduled for 3:00 P.M. on Tuesday, April 19, 2011, in the Council Chambers.

Connie Christenson stated funding is available to develop community gardens on undersized lots.

Councillor Ralston stated he will request that the resurrection of the garbage/appliance pickup be discussed at the next Finance Committee meeting.

Meeting adjourned at 10:10 AM.