

AGENDA  
April 16, 2024 at 5:30pm  
Regular Meeting Ely City Council – City Hall, Council Chambers

1. CALL TO ORDER
  
2. ROLL CALL: Council members A.Forsman, Kess, Debeltz, Callen, Campbell, Bisbee, and Mayor Omerza
  
3. APPROVAL OF MINUTES:  
(4-8) Approve minutes from the April 2, 2024 Regular Council Meeting
  
4. ADDITIONS OR OMISSIONS TO AGENDA:
  
5. MAYOR'S REPORT:
  
6. CONSENT AGENDA:
  - A. Motion to waive readings in entirety of all ordinances and resolutions on tonight's agenda.
  - B. Schedule Special Council Meeting for April 23, 2024 at 5pm in City Hall Council Chambers to Finalize the MN Housing Finance - Workforce Housing Application and Certification
  
7. REQUESTS TO APPEAR:
  
8. COMMITTEE REPORTS:
  - A. Standing/Special
    - a. (9-10) Tree Board
  
    - b. (11-12) Telecommunications Advisory Board (TAB)
      - i. Recommendation from TAB to approve the quote #4672 and #4673 for cabling and routers required for HD conversion totaling \$1,168.92 from Custom Theaters.
      - ii. (12) Recommendation from TAB to approve Ely Area Television \$150.00 for the additional filming in March.
  
    - c. (13-19) Employee Relations (ER)
      - i. Recommendation from Employee Relations to direct an MOU to be drafted to clarify step up pay language in the current agreement with AFSCME.
      - ii. Recommendation from Employee Relations to allow the use of FMLA and direct staff to draft a policy of its use as has been past practice and recognizes that the City currently falls below the employee count of fifty, required to provide FMLA.

- iii. Recommendation from Employee Relations to remove Jay Poshak from the Ely Fire Department due to his attendance not meeting the minimum standards of the department over the previous three years.
  - iv. (15-19) Recommendation from Employee Relations to approve the Job Description for the Public Work Foreman and to post the position following approval of the description by AFSCME Local 1490.
- d. (20) Heritage Preservation Commission
- e. (21-22) Library Board
- f. (23-25) Cemetery Committee
- i. (25) Recommendation from Cemetery Committee to go with the partial project hitch with Northern Bedrock Historic Preservation Corps in June and have them work on the entrance gate columns for \$9000.
- g. (26-27) Projects Committee
- i. Recommendation from Projects Committee to allow for a two-year extension to build for 2221 Sibley Drive.
  - ii. Recommendation from Projects Committee to proceed with the replacement of the decorative lighting on Sheridan Street from 8<sup>th</sup> to 17<sup>th</sup>.
  - iii. Recommendation from Projects Committee to sponsor the funding application to DEED for the cleanup of the property near the depot.
  - iv. Recommendation from Projects Committee to direct JPJ Engineering to revise the final pay estimate for the 2022 Street Projects to include the \$7,360 for additional work completed by Mesabi Bituminous.
- h. (28-30) Range Association of Municipalities and Schools
- i. (31-33) Housing & Redevelopment Authority of Ely
- j. Other Committee Meetings

9. DEPARTMENTAL REPORTS:

- A. Clerk-Treasurer
- B. Fire Chief
- C. Library Director
- D. Police Chief

E. City Attorney

- i. (34-42) 2<sup>nd</sup> Reading Ordinance 376 2<sup>nd</sup> Series – An Ordinance of the City of Ely, Minnesota, Revising the Ely City Code Chapter 11, Section 4 Conditional Uses
- ii. (43-66) Resolution 2024-016 and Order of the City of Ely – A Resolution and Order of the City of Ely, Minnesota, Declaring the Real Property at 45 E Boundary Street Blight Pursuant to the Ely City Code

F. City Engineer

10. COMMUNICATIONS:

- A. (67-68) Communication and press release from the Arbor Day Foundation congratulating Ely on earning recognition as a 2023 Tree City USA.
- B. (69) Communications from Ely Bloomenson Community Hospital March 2024 Member Update – The Pulse.
- C. (70-77) Ely Community Resource, Inc – Quarter 1 Progress Report

11. CLAIMS FOR PAYMENT:

- A. (78-94) City and EUC Claims for April 16, 2024 for \$506,682.85

12. OLD BUSINESS:

13. NEW BUSINESS:

- A. (95) Resolution 2024-015 Resolution of the City of Ely to apply to the Minnesota Public Facilities Authority for the Burntside Waterline
- B. (96-98) Resolution 2024-017 Resolution by the City of Ely, Committing Property and City Resources for the Construction of Workforce Housing
- C. (99-109) DRAFT - Workforce Housing Development Program – 2024 Application and Certification
- D. (110-111) 2024-2026 Golf Course Ground Lease between the City of Ely and the Ely Golf Club Corporation
- E. (112) Resolution 2024-018 Resolution Governing Write in Voting Counting
- F. (113) Amendment to the Listing Contract with Keller Williams Classic Realty – Duluth, Jim Burke for the listing of Lots 9, 10, 11 in East Spaulding Addition until April 25, 2025.

14. OPEN FORUM:

15. ADJOURN:

**Regular Meeting Ely City Council – City Hall, Council Chambers  
April 2, 2024 -Minutes**

**CALL TO ORDER**

Mayor Omerza called the meeting to order at 5:30pm.

PRESENT: Council members A.Forsman, Kess, Debeltz, Callen, Campbell, Bisbee, and Mayor Omerza

ABSENT: None

**APPROVAL OF MINUTES:**

**Debeltz/Campbell moved to approve the minutes from the March 19, 2024 Regular Council Meeting. Motion Carried Unanimously.**

**ADDITIONS OR OMISSIONS TO AGENDA:** None

**MAYOR'S REPORT:**

Volunteer of the Year- Mayor Omerza indicated that she has received several inquiries for Volunteer of the Year. We will need a couple council members to be volunteers for the committee. Possibly by the first meeting in May we can have a process set then ask for applications and nominations for Volunteer of the Year.

**CONSENT AGENDA:**

- A. Motion to waive readings in entirety of all ordinances and resolutions on tonight's agenda.
- B. Make the Housing & Redevelopment Authority meeting a Special Council Meeting on April 9, 2024 at 10am at the Pioneer Apartments at 114 N 8<sup>th</sup> Ave E so all council members can attend if they choose.

**Kess/Campbell moved to approve the consent agenda items A and B. Motion Carried Unanimously.**

**REQUESTS TO APPEAR:**

**Bradley Roy – Emergency Management Update**

Roy indicated that the City of Ely Evacuation Mapping Zone will be on the city website tomorrow after the Press Conference in Duluth. The evacuation zone is an interactive mapping system that will use the Ready (for potential evacuation), Set (to evacuate), Go (Evacuate Immediately) system. Currently this is just for City of Ely, but more information will be available after the Press Conference tomorrow with St Louis County Emergency Management, Forest Service Minnesota Department of Natural Resources (MN DNR), National Weather Service-Duluth and the cities of Duluth and Ely. Once an evacuation is determined the map will have the roads that will be closed, shelters available, etc. Northland Alert is available to sign up for to get notified of alerts for events and emergencies.

Roy indicated they have been working on updating the Mitigation Action Chart which was last updated in 2019, the current Chart is for 2024-2028. Roy asked the Council to approve the current Mitigation Action Chart.

Langowski indicated that with the Mitigation Action Chart we have been working on a fire break for the City of Ely. We have been working with the Forest Service, MN DNR and Gloria Erickson- St. Louis County Firewise Coordinator and others, to try to see how we can bring everyone to the table, private property owners, township governments to come up with a realistic plan as to what a fire break is as we move forward. Its not a matter of if we will have another fire, its when and how big will it be and how do we prepare for it. We always have to

think, how do each of us protect our personal property from forest fires, how to do fire wise improvements on properties, and make the firefighters jobs easier. Knowing your evacuation zone, knowing your plan if an evacuation is to occur is very important and should be more prevalent in peoples minds as we see more and more fires around the country.

**Debeltz/Bisbee moved to approve the Mitigation Action Chart for the City of Ely. Motion Carried Unanimously.**

**COMMITTEE REPORTS:**

Standing/Special

Library Board: Minutes included in the Council Packet

Park and Recreation Board

**Bisbee/Campbell moved to approve the recommendation from Park and Rec that both basketball and pickleball lines be allowed to be drawn on the rec center courts. Motion Carried Unanimously.**

**Bisbee/Kess moved to approve the recommendation from Park and Rec that the City Council direct City Staff to investigate joint powers when it comes to possible joint recreation type facility.**

A.Forsman asked for an explanation and what the goal of this is.

Bisbee indicated it is to see if there is an interest in the surrounding communities to help fund a feasibility study for a possible multi use recreation facility within a Joint Powers. Once participation is ensured we would move forward with a feasibility study with the support of the various entities.

Langowski indicated that we have a joint powers organization as economic joint powers that meets once a year for legislative priorities. In some of these meetings there has been both Fall Lake and Town of Morse residents that are interested in proceeding with a project. If it were to proceed it would require other joint powers entities which has included the college, Chamber, Morse, Fall-Lake, Winton, the City of Ely and possibly St Louis County. Do we have an existing joint powers entity that could take this on and ask these entities to see if they could support the feasibility of project like this. This would be the first baby step to see this can move forward.

**Motion Carried Unanimously.**

Board of Adjustment

Matter of Information: Board of Adjustment approved a variance for a zero feet setback on both the rear yard and corner side yard, to construct a building for vehicles and equipment related to All Phase Construction at 255 w Camp St, Parcel #030-0500-00050.

Planning and Zoning Commission

**Campbell/A.Forsman moved to approve the recommendation from Planning & Zoning to appoint Mike Banovetz to the Sanitation Committee as the Planning & Zoning Representative. Motion Carried Unanimously.**

Sanitation Committee

**A.Forsman/Bisbee moved to approve the recommendation from Sanitation to renew the existing Commercial Waste Disposal Contract with GMen for an additional 4 years and to make an amendment to the contract for the renewal.**

A.Forsman indicated that a lot of work has been done over the years on the contract and the committee has been unanimously renewed for another four years.

**Motion Carried Unanimously.**

**A.Forsman/Callen moved to approve the recommendation from Sanitation to approve the Spring Clean Up Days for April 26<sup>th</sup> and 27<sup>th</sup>.**

A.Forsman indicated that this is open to City of Ely residents only and you will need proof of residency.

Langowski indicated that Kate Kalan with Incredible Ely is planning a City Clean Up on April 20<sup>th</sup> for roadside pick up around the city softball fields and recycling area and around the Trezona area. There are 2 separate events this year, the community clean up around town on April 20<sup>th</sup> and the Spring Clean Up Days at Whiteside Park on April 26<sup>th</sup> and 27<sup>th</sup> where city residents can bring their junk and debris to dumpsters that are provided by the GMen.

**Motion Carried Unanimously.**

Heritage Preservation Commission: Minutes included in the council packet.

Ely Utilities Commission (EUC)

**A.Forsman/Debeltz moved to approve the recommendation from EUC to purchase a Polymer Pump for \$3,839.64 for the Waste Water Treatment Facility. Motion Carried Unanimously.**

**A.Forsman/Callen moved to approve the recommendation from EUC to move forward with the contract for a full water system survey by Water Conservation Services for \$3,750.**

A.Forsman indicated that these leak tests have been successful in the past to detect leaks throughout the system.

**Motion Carried Unanimously.**

**A.Forsman/Bisbee moved to approve the recommendation from EUC to approve installation of VFD by Qualus for \$1,972.00. Motion Carried Unanimously.**

**A.Forsman/Campbell moved to approve the recommendation from EUC to sell scrap metal, pipe fittings and valves to Bob Koschak for \$300.00. Motion Carried Unanimously.**

**A.Forsman/Kess moved to approve the recommendation from EUC to approve payment of January EUC Bills for \$494,422.77. Motion Carried Unanimously.**

**A.Forsman/Campbell moved to approve the recommendation from EUC to pay Mick Shusta \$850 for A Operator and additional consulting services. Motion Carried Unanimously.**

**DEPARTMENTAL REPORTS:**

Clerk-Treasurer

Langowski stated that Joe Shusta passed his B water exam and is continuing to work toward his A and B licensing for Water and Wastewater.

Langowski indicated that city crews were out plowing snow on Friday night and will continue to do some snow removal in the downtown area and on Sheridan and Central, but the weather looks nice so the snow should melt soon.

Fire Chief

Chief Marshall discussed the current fire and medical calls for the Fire Department. Marshall discussed the importance of Carbon Dioxide detectors in homes.

Library Director

Library Director Heinrich discussed the current programming for the Ely Library which can be found on the library website

Police Chief

Chief Houde indicated that the new Police Officer Christian Debrey started last Tuesday.

City Attorney

City Engineer

**COMMUNICATIONS:** Matter of Information

- A. Communications from the Ely Tourism Bureau regarding the Ely Lodging Tax
- B. Communications from the Ely Area Food Shelf
- C. Local Board of Appeal and Equalization meeting for the City of Ely will be on April 11, 2024 from 5pm-6pm in the Council Chambers at Ely City Hall.

**CLAIMS FOR PAYMENT:**

- A. City and EUC Claims for April 2, 2024 for \$181,036.69
- B. Partial Pay Estimate #4 for the East End Development Project for \$23,589.51 to Low Impact Excavators.
- C. Short Elliott Hendrickson(SEH) Invoice#462635 for \$11,796.75 for the Prospector ATV Trail.
- D. AE2S Invoice #93333 for \$7018.35 for the Water Treatment Plant Improvements, Invoice #93334 for \$549.00 for General Consulting Services, and Invoice #93432 for \$5455.08 for Wastewater Treatment Facility Improvements Project.

**Callen/Debeltz moved to approve the Claims for Payment items A-D. Motion Carried Unanimously.**

**OLD BUSINESS:**

Committee Seats

**A.Forsman/Campbell moved to appoint Catherine Helm-Clark as a At Large Resident to the Gardner Trust Board with the term expiring on 1/31/2027. Motion Carried Unanimously.**

**Campbell/Kess moved to appoint Joseph Pioreschi as a City Resident to the Planning & Zoning Commission with the midterm expiring 1/31/2025. Motion Carried Unanimously.**

**NEW BUSINESS:**

**Debeltz/Callen moved to approve the Temporary Liquor License for the Ely Folk School for May 8, 2024 at Semer's Park Beach for there Spring Bonfire. Motion Carried Unanimously.**

**Callen/Campbell moved to approve Resolution 2024-014 Resolution Supporting Grant Application to the MN DNR Grant-In-Aid Off Highway Vehicle Trail Assistance Program for Maintenance. Roll Called: Council members A.Forsman-Yes, Kess- Yes, Debeltz – yes, Callen-Yes, Campbell- Yes, Bisbee-Yes, Mayor Omerza-Yes,. Motion Carried Unanimously.**

**OPEN FORUM:**

Mel Heinrich – Duluth, MN

Discussed the Convention of States Action to propose term limits for federal officials, impose fiscal restraints – should not have free reign on spending and the massive growth of national debt, and reduce the size and power of the federal government. Heinrich encouraged everyone to join the Convention of States and to talk to their legislatures to pass a resolution.

**ADJOURN:**

Mayor Omerza adjourned the meeting at 6:28pm without objection.

Casey Velcheff  
Deputy Clerk



## **Ely Tree Board Minutes**

**2-12-24**

**Attendance:** Adam Bisbee, Sue Duffy, A.Z. Eck, Rita Koch, Claudia McBride.

**Motion to approve Jan 8, 2024 minutes by A.Z.E., second Rita K. motion passes unanimous following email vote.**

### **Tree Upkeep**

- Claudia will communicate with City to start making budgeted equipment purchases now that we are in the new year, particularly in anticipation of Arbor Day mulching event.
- University of Minnesota interested in holding another pruning training in fall of 2024, working on details and dates. New coordinator wants to come up and would also like to invite the MNDNR. May also use Boundary Waters Connect to promote the event.
- Interest in producing some video clips of pruning training to share.
- Will also coordinate with Sonja from U of M about updated door hangers with emerald ash borer information to share with the community starting with Arbor Day mulching.

### **Arbor Day Mulching activity and Tree City USA**

- Will look into Tree City USA flag raising for Arbor Day with local media informed.
- In conversations with core volunteer groups about date for Arbor Day mulching event, looking at either April 20 or 27, May 4 as backup (April dates preferred because May 4 is weekend before college finals week).

### **AmeriCorps volunteer update**

- Claudia will be attending Shade Tree Short Course in the Twin Cities, approved January minutes will be moved on to City Council to approve financial support for travel.
- Anticipated deliverables from supporting travel to the Shade Tree Short Course that will benefit Ely will include updated posters/handouts/outreach materials to display or share.
- Boundary Waters Connect/Tuesday Group a good chance to highlight AmeriCorps as an employer and its presence in Ely, Dylan Kelly working to get on their schedule, March? Climate modeling speaker may also be speaking in May.
- Work of other AmeriCorps volunteers includes ash seed collection in Duluth area, this highlights some of the workload differences for Claudia because she is posted in an area where some of the most serious forest health issues are not yet found.
- Claudia's new term would start in August, discussed potential new connections between AmeriCorps and City of Ely, especially as scope of AmeriCorps becomes less prescriptive and more set by individual needs of the community.
- Continued collaboration between City and AmeriCorps, potentially to identify other City groups/boards who could work with AmeriCorps. A future Sustainability Board could share this AmeriCorps volunteer with the Tree Board.
- As AmeriCorps volunteer works more with community needs such as energy audits and outreach, could benefit from a space to hold office hours, will discuss with city officials.

### **Membership update**

- Term of current chair will be up in Jan '25, looking for a new chair.
- Potential new board member Sue Duffy attended this meeting and has expressed interest. Discussed application procedure. Continued to discuss others who could be approached.

**Motion to adjourn A.Z. Eck, second Rita K., Next meeting Monday Mar 11.**

## **Ely Tree Board Minutes**

**3-11-24**

**Attendance:** Adam Bisbee, Laura Butterfield, Rita Koch.

**Motion to approve Feb 12, 2024 minutes by Laura Butterfield tabled, email votes no longer allowed.**

### **Tree Upkeep and Planting**

- Parks and Rec board interested in getting some trees planted at new greenspace areas near Miner's Lake, new boat launch on east end. Tree Board can provide a couple of trees this year as part of fall tree planting event.
- Birding area also under construction by intersection of Grant McMahan and Pioneer Road, but will wait for consultation about preferred tree species before planting there.
- Question about current Parks and Rec areas of interest, can look at zoning map areas marked "O" for other uses.

### **Arbor Day Mulching activity and Tree City USA**

- In conversations with core volunteer groups about date for Arbor Day mulching event, April 27 preferred. Mary in communication with Presbyterian church as a rain day lunch location. Friends of the Trees of Ely willing to provide lunch to volunteers.
- Will look into ceremony to display Tree City USA flag around Arbor Day with local media informed. Dates being discussed, possibly April 26 Friday before mulching activity while City Hall is open. Flag will be displayed indoors at City Hall.

### **AmeriCorps volunteer update**

- Claudia's new term would start in August, discussed potential new connections between AmeriCorps and City of Ely, especially as scope of AmeriCorps becomes less prescriptive and more set by individual needs of the community. Could be some consultation with planning and zoning.
- A future Sustainability Board could have work for AmeriCorps volunteer. That group is planning a meeting on Sun May 19 with a representative from the city of Morris.
- Parks and Rec board may have work for Claudia related to greenspace management.
- As AmeriCorps volunteer works more with community needs such as energy audits and outreach, could benefit from a space to hold office hours, will discuss with city officials.

### **Membership update**

- Term of current chair will be up in Jan '25, looking for a new chair.

**Next meeting Monday April 8.**

**March 28<sup>th</sup>, 2024 Telecommunications Advisory Board Meeting  
Ely City Hall, Mayor's Conference Room**

Present: Jerome Debeltz, Harold Langowski, Sean Clark, Scott Meland

Absent: Irene Hartfield

Also Present: Todd Crego, Mauro Caruso

Meeting called to order at 4:10 by JD

**Motion SM support SC to approve minutes from the February 22<sup>nd</sup>, 2024 meeting.  
Passed unanimously**

Additions/Omissions: None

Communications:

- A. Todd provided an update of current programming and activity. Todd continues to add content and work with additional groups. A detailed list was provided. Included was the Music In The Schools concert, planning and zoning meeting, Board of Adjustment Meeting, and World Theater Day at the library. Additional programming being planned is Ely sports, prom, spring concerts and library programs. Todd is also working to update the equipment list and will provide a list of equipment to be disposed of. Todd was reminded to continue to work on the options for pay for service for those constituents that do not have cable service and could pay via YouTube or other services to view our content.
- B. CTC Internet and Voice Sales – The monthly lease payments average around \$625; these funds are paid to the electric utility for the investment made in the fiber installation. We have not had a payment in February. We are also working with CTC to provide an additional service to Whiteside Park. We are currently using a resident's service for our webcam and continue to have router and service issues. This would allow WIFI opportunities for the events in the park along with additional access points for cameras. SM voiced his support to get this in place ASAP. The interest we are seeing on our webcams is very high. With the coming events in the park, it will allow for additional opportunities for TAB and the Chamber. In years past Midco has brought a portable trailer to provide service to the vendors, due to the conversion to fiber MIDCO has told the Chamber that they would need to bury cable in the park. We are not that interested in having the park dug up for additional cables to encumber the property.

Old Business:

- A. Todd and Mauro continue to work on the HD conversion. The new video switcher board is being utilized. The station will be on its own separate network to better separate from the city network and ensure security. An additional router, cabling and miscellaneous items were needed to complete the installation. **Motion HL support SM to recommend the council approve quote #4672 and #4673 for cabling and routers required for HD conversion totaling \$1,168.92. Passed unanimously.**

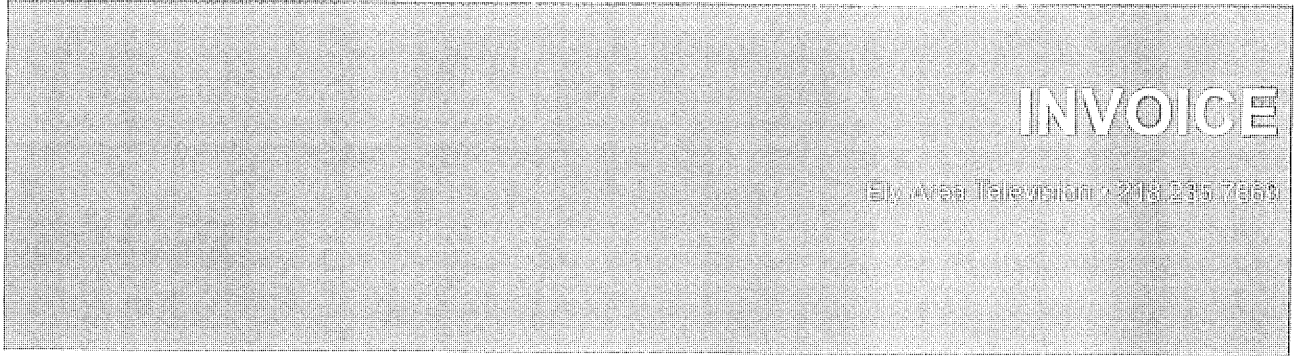
New Business:

- A. Todd provided an invoice for additional filming completed in March for a total of 6 hours @ \$25/hr= \$150. **Motion HL support SC to pay Ely Area Television \$150.00 for the additional filming in March. Passed unanimously.**

**Meeting adjourned at 4:48 pm. No objections.  
Minutes submitted by Clerk Langowski**



# Ely Area Television



**INVOICE**

Ely Area Television • 218.235.7669

March 28, 2024

Invoice No. 061413

DESCRIPTION OF WORK	QTY/hr	UNIT PRICE	SUB TOTAL
Planning and Zoning - 1 Hr	6	\$25	\$150.00
Board of Adjustments - 1 Hr			
Music in our Schools Concert - 2 hrs			
Library Event: World Theater Day - 1 Hr			
Passport Video - 1Hr			

**Employee Relations Committee**  
**Thursday, March 28, 2024**

CALL TO ORDER

Meeting called to order at 5:02pm by Omerza.

People in attendance: Heidi Omerza, Jerome Debeltz, Warren Nikkola, Harold Langowski, Ryan Callen, Dave Marshall

Absent:

ADDITIONS OR OMISSIONS: None

**JD/RC moved to approve minutes from the Employee Relations meeting on February 22, 2024. Motion Carried unanimously.**

NEW BUSINESS

- A. Currently the language in Section 4 of Article IV in the AFSCME contract is causing confusion for employees stepping up to a higher position. The contract was changed for the 2020-2022 agreement to include language concerning critical function. What was not negotiated to be changed was the duration for step up pay. As has been past practice for as long as anyone can recall, step up pay is given for the remainder of the shift, starting at the time of reassignment. The employee will receive the higher wage for the remainder of the shift. Language was changed in the 2020-2022 agreement saying "entire shift", this needs to be clarified as "remainder of shift". **JD/WN moved to recommend the City Council direct an MOU be drafted to clarify step up pay language in the current agreement with AFCSME. Passed unanimously.**
- B. An employee has submitted a request to utilize FMLA leave for a pending surgery. Past practice has been to allow this use and continue health insurance during the leave with the employee continuing to pay the copay on the premium. We also need to incorporate a FMLA policy in our employee handbook. **Motion WN/RC to recommend the City Council allow the use of FMLA and direct staff to draft a policy of it's use as has been past practice and recognizes that the City currently falls below the employee count of fifty, required to provide FMLA. Passed unanimously.**
- C. Mayor Omerza discussed updating the employee handbook. It was last re written in 2006 with numerous revisions since. The League has a good template to start from.

OLD BUSINESS

- A. As has been tabled at the February meeting to allow additional time for Mr. Poshak to provided additional documentation the issue was back up for consideration. Chief Marshall presented a request that was made for Jay Poshak to sign a letter of intent to retire. Jay has been a member of the department for many years and has not been able to meet the minimum requirements to be a member in good standing for the previous few years. Jay contends that he was not given proper notice of some of the years he did not receive credit for and was delaying giving notice of retirement until these years were credited. The standard operating guidelines concerning minimum requirements for meetings, trainings and calls has been in place during this time and the records indicate that he did not meet the minimum requirements. Chief Marshall has provided notice for the last two years regarding this. The current action was requesting Jay to provide a notice of intent to retire due to his previous attendance not meeting the minimum required standards. The dispute over how he was made aware of his attendance record during the previous Chief's tenure is not germane to the current request to retire or be removed from the department. **Motion RC/WN to recommend the City Council remove Jay Poshak from the Ely Fire Department due to his attendance not meeting the minimum standards of the department over the previous three years. Passed Unanimously.**

- B. The public works foreman job description was reviewed by the union and a couple small changes have been made since the last review by ER. The physical requirement of lifting 50 pounds and the equipment experience required includes public works equipment. **Motion JD/WN to recommend the City Council approve the job description for the public works foreman and post the position following approval of the description by AFCSME Local 1490.**

ADJOURN

Meeting adjourned at 5:50pm

Submitted by Harold Langowski

## JOB DESCRIPTION

### PUBLIC WORKS FOREMAN

<b>I. IDENTIFYING INFORMATION</b>		
<b>POSITION TITLE:</b> Public Works Foreman	<b>DEPARTMENT:</b> Public Works	<b>WORK STATUS:</b> Full-time
<b>SUPERVISOR:</b> Clerk-Treasurer	<b>OFFICE LOCATION:</b> Varies	<b>WORK HOURS:</b> Per Supervisor
	<b>FLSA STATUS:</b> NON-EXEMPT	<b>PAY:</b> Collective Bargaining Unit
	<b>PELRA STATUS:</b> Non-Supervisory	
<b>II. ORGANIZATIONAL RELATIONSHIPS</b>		
<p><b>Reports to:</b> Clerk-Treasurer</p> <p><b>Coordinates work with:</b> Other Division Heads</p> <p><b>Works Closely With:</b> City Council</p> <p><b>Communicates with:</b></p> <ul style="list-style-type: none"> <li>➤ <i>Internally</i> - Other Department employees, city hall staff, and other city employees, cemetery committee</li> <li>➤ <i>Externally</i> - Other Public Works supervisors; relevant county &amp; state agency staff; contractors &amp; repair services, vendors/suppliers; and city residents</li> </ul> <p><b>Supervises:</b> Equipment operators, mechanics, and seasonal employees</p>		
<b>III. DELEGATION OF AUTHORITY</b>		
<p>This position has the authority to independently perform the daily and other regular duties/tasks solely related to assigned division. The position has authority to make purchase and repair decisions with appropriate prior approval or notifications. In urgent or emergency situations the employee may make necessary decisions based on circumstances and informs supervisor of actions(s) taken as soon as possible. The incumbent has authority to direct the work of others for tasks related to areas of accountability. Supervisory responsibilities do not include decision-making authority for hiring, promoting, and firing although employee provides input on performance issues and concerns.</p>		
<b>IV. PURPOSE</b>		
<p>Serves as a working supervisor with direct responsibility for the daily maintenance of the City's streets and related infrastructure including alleys, sidewalks, and storm sewers, and city parks. Performs specialized, technical and manual/production work for assigned division. Under the oversight of the Clerk-Treasurer this position is accountable for the safe and efficient operation of the City's streets and storm sewers. Also assists with other public works activities and utility issues, regularly and as needed.</p>		
<b>V. ESSENTIAL FUNCTIONS</b>		
<p><i>This section states the position's major areas of accountability, priorities/key responsibilities, and recurring duties. All are essential. The list of recurring duties is not exhaustive. All duties and tasks that can be logically inferred are not specified. Other accountabilities, responsibilities, as well as particular duties and tasks, may be assigned.</i></p>		
<p><b>Major Areas of Accountability</b></p> <ul style="list-style-type: none"> <li>➤ CITY STREETS/SIDEWALKS/ALLEYS</li> <li>➤ EQUIPMENT MAINTENANCE</li> <li>➤ OTHER PUBLIC WORKS ACTIVITIES</li> <li>➤ Cemetery Sexton</li> </ul>	<p><b>Priorities/Key Responsibilities</b></p> <ul style="list-style-type: none"> <li>➤ Seasonal Maintenance/Repair Work &amp; Capital Projects/Supplies &amp; Inventory/ Recordkeeping/ Contractor Oversight/Work Direction</li> <li>➤ Inspections/Preventative Maintenance &amp; Repair/Supplies &amp; Inventory/ Recordkeeping/ Replacement Planning/Work Direction</li> <li>➤ Staff Meetings/Safety Training/ Emergency Response/Emergency Water &amp; Sewer Repairs.</li> <li>➤ Coordinates and oversees the operation and maintenance of the cemetery. Oversees and performs all burial and grave marking activities including cremation burials, full burials, columbarium construction and internment and proper documentation of all internments in the cemetery.</li> </ul>	

# PUBLIC WORKS FOREMAN

## V. ESSENTIAL FUNCTIONS (cont.)

### 1. Technical Leadership/First-level Supervision

- Daily coordinates and controls the systems, processes, and activities for assigned division in compliance with state and federal laws/rules/regulations and according to City and department policies; carries out the preparation and maintenance of complete and accurate records; and ensures required reports are completed and submitted to appropriate agency.
- Regularly informs the Clerk-Treasurer about the division's operations and activities.
- Provides work direction to division staff, inspects work results for standards met, and notes deficiencies; ensures employees receive appropriate guidance and training; and discusses any supervisory issues with relevant manager.
- Participates in all supervisory functions: serves as one level of rater for subordinates' performance reviews, makes and carries out work schedules, conducts preliminary review employees' time-off requests. Provides input for disciplinary issues including reporting and documenting incidents.
- Provides input, as requested, to the Clerk-Treasurer for department's operating and capital budgets and keeps supervisors informed of any significant issues. Assists Clerk-Treasurer with selection process for bid requests and RFPs related to assigned division through research and specifications development.
- Interacts with contractors/consultants and-as directed by supervisor-checks progress, guides work, and reviews results; and provides local knowledge and technical expertise during construction projects.
- Responds to related concerns & issues from business owners and residents.

### 2. Maintenance of City Driving & Walking Surfaces

- Conducts or oversees daily inspections to diagnose problems and perform troubleshooting; prioritizes and schedules work; and keeps Supervisor updated on issues
- Plans, oversees, and participates in seasonal maintenance work including sweeping, patching, snow plowing and removal, and ice control.
- Maintains complete and accurate logs and other records; researches and prepares reports; and oversees department's computer mapping efforts of City's road and other public works systems.

### 3. New Construction & Reconstructions

- Plans, oversees, and participates in minor construction projects including sidewalk additions/replacements, storm sewers catch basins, and some larger street patches.
- Plans-in conjunction with Supervisor, consulting engineer, and others-major construction projects and oversees contractors' work.
- Keeps complete and accurate records of time, materials, and other resources used.
- Assists Clerk-Treasurer in proper staking and grade control on public works road projects

### 4. Other Public Works Activities

- Maintains knowledge base through self-directed and other training; maintains position's required licenses/certifications; and participates in department's safety program and training.
- Coordinates the maintenance and repair of division's tools, machines, and equipment through in-house efforts or the use of outside services. Proposes a schedule for equipment replacement.
- Participates in the establishment of related policies and procedures through research, writing, and making recommendations to Supervisor. Carries out approved policies and procedures.
- Participates in City Safety committee and assists in the development of safety plans and policies
- Oversees and provides training for staff in the proper operation of all city equipment and provides training for staff obtaining CDL drivers licensing following state and federal requirements and training on all public works equipment
- Oversees and manages the collection of trash and recycling in city parks, downtown, and the recycling center



## PUBLIC WORKS FOREMAN

<b>VI. OTHER DUTIES AND RESPONSIBILITIES</b>		
<ul style="list-style-type: none"> <li>▪ May assist infrastructure foreman in repairs of water and sewer utilities.</li> <li>▪ Performs other related duties as assigned or apparent.</li> </ul>		
<b>VII. REQUIRED KNOWLEDGE, SKILLS, and ABILITIES</b>		
<i>This section lists the critical areas of knowledge, skills sets, and abilities.</i>		
<b>Knowledge of;</b>	<b>Skill in;</b>	<b>Ability to;</b>
<ul style="list-style-type: none"> <li>▪ relevant laws, rules and regulations</li> <li>▪ relevant City and department policies and procedures</li> <li>▪ Department's organizational structure and operations, programs and activities</li> <li>▪ Public Works practices, and procedures</li> <li>▪ Civil engineering standards &amp; practices</li> <li>▪ each major area of accountability</li> <li>▪ City's infa- and super -structure including proper operation, maintenance, and repair practices</li> <li>▪ Process control and improvement theory and practices</li> <li>▪ project &amp; construction management</li> <li>▪ state &amp; federal safety rules and regulations; safe work practices</li> <li>▪ Construction staking/surveying</li> </ul>	<ul style="list-style-type: none"> <li>▪ providing quality input to City decision makers</li> <li>▪ effectively responding to urgent &amp; emergency situations</li> <li>▪ communicating, both verbally and in writing with clarity and understanding</li> <li>▪ tactfully responding to customer service situations for assigned areas</li> <li>▪ establishing and maintaining cooperative and productive relationships with coworkers</li> <li>▪ providing work direction to fellow coworkers</li> <li>▪ using information technologies to increase work productively</li> <li>▪ efficiently using employer resources</li> <li>▪ tracking time, materials, &amp; other resources used</li> <li>▪ Proficient in operating equipment utilized in public works</li> </ul>	<ul style="list-style-type: none"> <li>▪ continually improve personal knowledge base and keep current with best practices, new technologies, and industry trends</li> <li>▪ work beyond normal works hours as well as evenings and weekends</li> <li>▪ cope with the mental stress of the position</li> <li>▪ implement supervisor's commands and orders</li> <li>▪ interpret and administer polices with consistency and uniformity</li> <li>▪ relevant professional organizations and associations</li> <li>▪ perform the essential physical requirements of the position</li> <li>▪ Ability to regularly lift, carry and move objects of 50 pounds</li> <li>▪ Read blue prints and interpret construction plans</li> </ul>
<p><i>Machines, tools, and equipment regularly used:</i> various civil engineering tools and equipment (field &amp; office), various power &amp; hand tools, computer and peripherals, phone, other typical office equipment, personal protective clothing &amp; equipment, and public works vehicles &amp; equipment including loader, excavator, dump truck, and grader</p>		

# PUBLIC WORKS FOREMAN

## VIII. MINIMUM QUALIFICATIONS

*An equivalent combination of education and experience, as determined by the City, may be considered during the hiring process*

- High School diploma or equivalent.
- Five years of heavy equipment experience with public works equipment.
- At least one year of experience leading a crew.
- Valid MN Class B commercial driver's license or ability to obtain within one month of hire.
- Must meet all state-mandated and employer-required medical and other qualifications.

## VIII. PREFERRED QUALIFICATIONS

- Greater experience at a lead worker or higher level
- Specific experience in construction management, resource planning/scheduling, and equipment maintenance.

## XI. WORKING CONDITIONS

Time is spent in-and out-doors with regular exposure to temperature extremes. Potential exposure to sanitary sewer. Uses fine and large motor skills. Can exert light to moderate to considerable physical effort that includes lifting, pushing, and pulling. Engages in a variety of repetitive movements such as bending/stooping, crouching/kneeling, and twisting/turning. Works in confined spaces such as manholes, catch basins, and dugholes. Works at heights up to 40 feet. can use all types of vision and senses depending on the task. Can work outside normal hours including evenings and weekends. Is subject to a response time or reasonable area requirement of 30 minutes.

## PUBLIC WORKS FOREMAN

### X. EMPLOYEE ACKNOWLEDGEMENT

I have reviewed a copy of the Public Works Foreman job description and understand it covers the City's expectations for my work. I also understand this document replaces any previous job description(s) and acknowledge management's exclusive right to make any changes to it. I agree this job description is a complete and accurate representation of the work I perform.

Employee's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### XI. NON-DISCRIMINATION STATEMENT

The City of Ely seeks to administer its employment practices in a manner that promotes fairness and is free of illegal discrimination. No individual, within the context of their employment or application for employment with the City, shall be discriminated against or subjected to harassment on the basis of race, color, religion, national origin, sex, age, disability, marital status, sexual orientation, veteran status, public assistance status, or membership on a local commission. And, no individual who is protected by applicable Federal and State laws, rules, or regulations against discrimination shall otherwise be subjected to illegal discrimination.

<<<For more information, please contact the Clerk-Treasurer>>>

### XII. REASONABLE ACCOMMODATION STATEMENT

The City of Ely is committed to promoting equal opportunity for all of its employees and applicants for employment. The City affirmatively acknowledges its obligation to comply with the Americans with Disabilities Act (ADA) and the Minnesota Human Rights Act (MHRA). Every reasonable effort will be made to provide an accessible work place and offer other accommodations to qualified individuals. Reasonable accommodation will be explored and determined on a case-by-case basis, generally after the individual concerned initiates a dialogue.

<<<For more information, please contact the Clerk-Treasurer>>>

### XIII

#### CHANGE HISTORY

##### ADOPTED

Date: \_\_\_\_\_

##### NEXT REVIEW

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

##### REVISED

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**April 2, 2024 Unapproved Minutes**  
**Heritage Preservation Commission**  
**Place: City Hall, Judges Conference Room**  
**Meeting Time: 8:00 am to 9:30 am**

- **Call to order:** 8:00 am. **Attendees Present:** Commission members Margaret Egan, John Hunn, Pam Turnbull; City Council Liaison Angela Campbell
- **Motion to approve the minutes from the 3/12/2024 meeting:** Motion by John, seconded by Pam, to approve the minutes of the 3/12/24 meeting. All in favor, motion passed.
- **New Business:**
  - A. Receipt of draft videos and transcripts. Interviews for the video/oral histories were completed on March 13 and 14. The vendor has provided draft videos and transcripts. Editing of these materials will be headed up by Pam, John, and Margaret. Thanks extended to everyone who took part in the interviews.
  - B. MN Discovery Center archive services. The MN Discovery Center will be offering on-line archive services for the video/oral histories just being completed for the centennial anniversary of the high school and also will put on-line oral interviews completed by Lynn Laitala in the 1970's. Many thanks for their help.
  - C. Proposal accepted from the Ely-Winton Historical Society to premiere the 30 minute video at their History Night on June 26. Details on the event TBD.
  - D. Fundraiser for assessment of the Workman paintings Industry and Education. Thanks to Rotary who will be making a donation towards the cost of the assessment; the American Legion and the Auxiliary also will be donating to the project. The Rotary donation must go to a 501 (c 3) non-profit and the Ely Educational Foundation has agreed to receive this donation on behalf of the project; all other donations will be received by the City. The assessment is the first step in restoration of the artwork.
  - E. Downtown Walking Tour. Celia Domich has volunteered to set up this program again for the summer; self-guided and guided tours will be available. The guided tours will take place on Tuesday afternoons and Saturday mornings (July 9-August 3).
  - F. Historic Tour Brochure. Pam presented draft materials for locations to be included in the HPC's historic tour brochure. The Ely Tourism Bureau has offered design assistance and the HPC is coordinating/partnering with the Chamber and the Ely-Winton Historical Society on the project. The brochure will feature about 60 area historic/points of interest sites.
- **Next meeting date:** Tuesday, May 7 at 8:00 am.

Library Board Regular Meeting Minutes  
April 3, 2024

**Present:** Victoria Scarbrough, Scott King, Tom Conaway, Jordyn Stocks, Todd Crego, Madeline Olson, Dave O'Donnell, Heidi Omerza and Library Director Rachel Heinrich.

**Meeting called to order at 5:31 by T Crego**

Minutes of the March 6, 2024 regular meeting and March 15, 2024 special meeting. Motion to accept as written O'Donnell/Conway. MC/AIF

**Old Business**

Foundation: Articles of Incorporation

Move to accept clarifications in purple - O'Donnell/Olson. MC/AIF

Discussion of clarifying the language throughout the document and decided that gendered language shall be replaced with they/them/their, and that the Foundation shall be referred to as "the Foundation", the Board of Directors shall be referred to as "the Foundation Board of Directors", the Library Board shall be referred to as "the Ely Public Library Board of Trustees". This is what is meant as the "editorial corrections for clarity" below.

Move to accept ARTICLE VI as written, with the editorial corrections for clarity. Crego/Olson MC/AIF

Move to accept ARTICLE VII Section 1, as written, with the editorial corrections for clarity. Scarbrough/ O'Donnell MC/AIF

Move to accept ARTICLE VII Section 2 as written, with the editorial corrections for clarity. Olson/Stocks MC/AIF

Move to accept ARTICLE VII Section 3 as written, and the editorial corrections for clarity. O'Donnell/King MC/AIF

Move to accept ARTICLE VII Section 4 as written, with the editorial corrections for clarity. O'Donnell/Scarbrough MC/AIF

Move to accept ARTICLE VII Section 5 as written, with the editorial corrections for clarity. Olson/Stocks MC/AIF

Move to accept ARTICLE IX as written, with the editorial corrections for clarity. O'Donnell/Olson MC/AIF

### **New Business**

- a. Patron request - additional items for the Library to carry - board games & computer games. Board decided that we neither have the space, funds, nor staff hours to manage new collections of this sort at the moment.
- b. Patron request - labelling children's books. After discussion of the sort of labelling requested, the board notes that this sort of labelling goes against ALA policy. Therefore the current labelling system of children's books shall remain in place.

### **Librarian's Report**

#### Upcoming programming

The Statewide Star Party this year falls on September 12-14. This coincides with both Harvest Moon Festival and ARSL. Which event (Star Party or ARSL) is the staff doing? Decision is that staff should attend ARSL, pending the funds being available. Motion to start ASRL process and approach the Gardener Trust for funds. Scarbrough/O'Donnell MC/AIF

Curiosity Cohort - where is the comfort level with food handling for these classes? Suggested reach out to inspector and other libraries to see how they handle it.

Adjourned 6:52.

Cemetery Committee, April 8, 2024

Unapproved minutes submitted by Mike Banovetz

Attending: Jeanie Zaverl, Mike Banovetz, Len Groom, Harold Langowski,  
Jerome DeBeltz, Karl Kubiak, Valerie Myntti

- ▶ Welcome new members, Karl and Valerie
- ▶ Election of Officers
  - Chair: Jeanie Zaverl
  - Vice Chair: Karl Kubiak
  - Secretary: Mike Banovetz
- ▶ Approval of the September 9, 2023 meeting minutes
  - Motion by Len G./Mike B. approved
- ▶ Reviewed the cemetery Spring Cleanup Notice to be published
- ▶ Cemetery Budget
  - \$39,100 this year. Covers items such as employee pay, insurance, and supplies. Sale of plots helps cover the cost of lawn care.
  - Korpi Trust was discussed about what could be the options
    - The trust paid for the Kisok and columbarium
    - The trust allocation \$5,500 this year. The past two years the trust did not earn enough from investments to make donations.
    - Decision was made to use this year's donation to rehabilitate the gate columns and prepare for a future arch over the entry road. Likely this will be a multi-year project.
- ▶ Northern Bedrock Historic Preservation Corps
  - Discussed the options of the 'full hitch' or the partial. Motion by Mike B/Len G and approved to go with the 'partial' in June and to have them work on the gate columns.
- ▶ Columbarium discussion on status and plans
  - 6 doubles and 2 singles sold so far. The plan is to use sales revenue to fund each columbarium in order per plans for a total of six.
  - City employees to do the site prep and install foundations for units for #2 and #3 and walk-way with two benches and a preformed flower garden. Savings are about \$50,000 to not use contractors for this work. Work to commence this spring.
  - There will be signs made for each side, 1S and 1N.

- ▶ Kisok Directory Stand and bench
  - Bench and stand were installed last summer. Stand glass plate to be installed with the burial site binder.
  - Plan to install the Cemetery Burials Directory A-Z before Memorial Day
- ▶ Misc discussion points
  - The flag pole needs a new rope and the lights repaired
  - Jeanie cleanup all the leftover decorations and have then stored. These will be disposed if nobody makes any claims for decorations.
  - Jason Levar applied for work at the cemetery. All agreed this would be helpful to make continuous improvements and Harold will pursue this.
  - Preparations are being made for the annual recognition services for veterans.
  - Preformed flat stone foundations have been made and more will be made as needed.
  - Purchase of a mini-excavator will help with costs to prepare burial
  - There will be some more review of the water system to get solutions and costs
- ▶ Next meeting will be Monday, May 6<sup>th</sup> at 4pm.
  - Future meetings will be determined and scheduled by the Chair as needed. Normal scheduled meeting times will be the first Monday of the month at 4pm.



**Northern Bedrock Historic Preservation Corps**  
*Building Pathways to the Preservation Trades*



December 11, 2023

**Board of Directors**

Laura Leppink - *Chair*

Rachel Peterson - *Vice Chair*

Paige Mitchell - *Treasurer*

Dylan Klein - *Secretary*

Inez Wildwood

Doug Thompson

Tom Church

Ted Grevstad-Nordbrock, PhD

Brett Crecelius

Tim Beaster - *Emeritus*

Doug Bowen-Bailey - *Emeritus*

Harold Langowski, City of Ely Clerk-Treasurer,

At a time when historic sites across the country are greatly in need of maintenance and repair, individuals with historic preservation knowledge and trade skills are aging out of the workforce. Our goal is to engage the next generation in historic preservation by partnering them with skilled trade professionals to complete historic preservation projects.

To this end, we are thrilled to propose bringing our AmeriCorps crews to the Ely Cemetery in 2024. Our crew would primarily focus on rebuilding/tuckpointing the brick pillars at the entrance gate, as well as ongoing cemetery preservation (cleaning, edging, repairing, leveling and resetting monuments) either as part of our training hitch or a dedicated project hitch.

Northern Bedrock is a service-learning program that engages young adults in hands-on preservation trades skills. AmeriCorps volunteers earn a bi-weekly living stipend and receive an Education Award upon successful completion of their service term. They camp at or near the project locations (**Corpsmembers will camp at Halfway Ranger Station for this hitch**). Northern Bedrock is not a contractor; we are an "on-the-job" training program that focuses on career development as much as skills training. We cannot guarantee the amount of work Corpsmembers complete, as they are there for a set amount of time with uncontrollable factors like the weather. We use data from previous seasons to make realistic estimates and dedicate our time to plan logistics prior to the start of the hitch to maximize the crew's efficiency.

For this project, we have two main options to propose:

1. Project Orientation hitch
  - a. 6/11 – 6/19/2024
  - b. Corpsmembers will rotate through three training projects, 1 at Halfway Ranger Station and the other 2 at the Ely Cemetery (masonry/tuckpointing and cemetery preservation)
  - c. For our training hitches, we offer reduced rates as we spend more time instructing/coaching and typically complete less than a standard hitch
    - i. \$9,000 + consumable materials
2. Standard hitch
  - a. Does not have to be in any particular hitch – we propose 8/6 – 8/19, but there is flexibility if that doesn't work
  - b. Corpsmembers will rebuild and tuckpoint the brick pillars at the entrance gate, and preserve the cemetery with ongoing maintenance
    - i. \$12,000 + consumable materials

Our crew will spend 7 full days on the project and utilize the first and last days to travel to/from our Duluth office, set up, and take down (300-400 service hours). In addition to the cost of the crew, we ask that the host provide the consumable materials required for the project.

Please let us know if you have any questions. We look forward to this potential partnership with you.

Beatrice Dornfeld  
Program Manager  
Northern Bedrock Historic Preservation Corps  
[program@northernbedrockcorps.org](mailto:program@northernbedrockcorps.org)  
218-262-9428

April 8<sup>th</sup>, 2024

**Draft Minutes**

City of Ely Projects Committee Meeting

City Hall Council Chambers

Committee member attendees: Harold Langowski, Warren Nikkola, Mayor Heidi Omerza, Rob Wilmunen, Emily Roose, Kris Winkelman, Tommy Teigen, Mike Banovetz, Ryan Callen

Absent:

Also attending: John Jamnick, John Fedo

Meeting called to order 5:00 p.m. by Mayor Omerza

I. Additions or Deletions to Agenda: None

II. Approval of Minutes from March 11<sup>th</sup>, 2023 Meeting.

a. **MOTION (MB/RC) to approve the minutes from the March 11<sup>th</sup>, 2024 meeting. Passed unanimously.**

III. Special Appearances: None

IV. Communications:

a. A request was received from 2221 Sibley Drive requesting an extension concerning the deadline for home construction. Mr. Wilson has requested a two-year extension. HL explained that we have the right of reentry on lots that do not build within the time frame. The City has not exercised this option in the past and has allowed extensions or for the lot to be resold. **MOTION (MB/RW) to recommend the City Council allow for a two-year extension to build for 2221 Sibley Drive. Passed unanimously.**

V. Unfinished Business

- a. Reviewed the project list. JPJ updated the status of the water line application to PFA. A resolution will be on the next agenda for the application for loan funds and grant.
- b. The east end project has the paving of Zups lot remaining. Additional grant funds were received for the housing project at VNO for water and sewer services to the cabins.
- c. The trailhead project preconstruction meeting was held and construction is anticipated in the spring. A ground breaking will be scheduled. We also are awaiting the final checklist approval from the EDA.
- d. The stage II application to USDA RD for the Ambulance and Fire Garage has been completed and submitted. We have not had an update from USDA. An updated site plan was provided for the Fire Garage and the surrounding City property.
- e. HL has been working with Matt Stupnik and the Ott's concerning the Old Ford Garage for a parking lot. We will be submitting an IRRRB application for the July round.
- f. Harold shared the revised concept for a 37-unit apartment complex. \$850 k is coming from the IRRRB. We are finalizing the application and will need to use a revenue bond to start the financing after construction for the debt on the project. The HRA is meeting this week to commit the \$350k in levy funds and the Council will be committing the property next week.
- g. A complaint was received from the property owner at 1632 E. Conan concerning water along the edge of the street in front of the home. HL explained that the area is very flat and the street does not have curb and gutter or storm sewer. The area was graded last summer to get it drained during rain events but currently ice is holding up the drainage of the area. The committee reviewed the area and agreed that improvements are needed to improve drainage. The project will be added to the projects list for future consideration.
- h. **MOTION (MB/ER) to recommend the EUC and City Council proceed with the replacement of the decorative lighting on Sheridan Street from 8<sup>th</sup> to 17<sup>th</sup>. Passed Unanimously.**

VI. Clerk/Treasurer Report

VII. New Business

- a. A letter was received by the Mayor from the Chamber of Commerce concerning improvements they want to make to the building and issues they are having due to them not owning the building. HL will provide the lease document to the committee for review at the next meeting.
- b. Application to DEED for the cleanup and redevelopment of the train depot site is proceeding. The application is for approximately \$284,000 in clean up costs. The city of Ely will need to be the sponsoring fiscal agent. **MOTION ( MB/TT) to recommend the City Council sponsor the funding application for the cleanup of the property near the depot. Passed unanimously.**

VIII. Bills:

- a. An invoice was received from Mesabi Bituminous for grading work completed on the Pattison Street project in 2022. The contract was with Utility Systems of America and the invoice was never included in the pay estimates. The latest invoice was reduced by \$3,000 to account for other efforts we have made to assist MBI on projects. **MOTION (RW/MB) to recommend the City Council direct JPJ Engineering to revise the final pay estimate for the 2022 Street projects to include the \$7,360 for additional work completed by Mesabi Bituminous. Passed unanimously.**

IX. Adjourned at 5:56p.m. No opposition

Respectfully submitted, Harold R. Langowski

Range Association of Municipalities & Schools

Board Meeting Minutes

Thursday, February 22, 2024 – 6:00 P.M.

Northeast Service Cooperative Building

President Pat Medure called the meeting to order at 6:00 P.M.

**Roll Call of Board:**

Present: **Pat Medure (ISD 318-Grand Rapids); Barb Kalmi (ISD 319-Nashwauk/Keewatin); Glenn Anderson (City of Babbitt); Bob Berrini (Morse Township); Ryan Davies (Harris Township); Jim Fisher (McDavitt Township); Gary Friedlieb (City of Virginia); Dan Goette (City of Aurora); Matt Grose (ISD 318 Grand Rapids); Shane Hoff (City of Silver Bay); Angela Campbell (City of Ely); Pamela LaFrenier (ISD 2711 Mesabi East); Jim Varichak (French Township); Phil Medure (Great Scott Township); Ron Pittman (Cherry Township); Cal Saari (City of Nashwauk); Warren Stolp (Nashwauk Township); Cal Warwas (Clinton Township); Jim Weikum (City of Biwabik); Cherie Grams (City of Hoyt Lakes)**

Absent: City of Grand Rapids; ISD 2412 St Louis County Schools; City of Calumet; ISD 319 Nashwauk/Keewatin Supt Assn

Also Present: **Paul Peltier, Executive Director; Kristen Kranz, RAMS Admin Assistant; Mayor Pete Hyduke; Justin Fosso; John Upton; Elizabeth Caple; Andy and Mandy Nitzel; Jamielee and Craig Maturi**

**(Persons highlighted were present in person; others were via Zoom.)**

**Call to Order:**

President Pat Medure called the meeting to order at 6pm.

**Review and Approve Agenda:**

A motion to move agenda #6 up to the #4 spot and combine New Business A. and B. was made by Fisher and supported by Pittman. Motion carried.

**Appearance:**

The Board was joined by Andy and Mandy Nitzel and Jamielee and Craig Maturi from M. N. Technologies (MN Tech). MN Tech is a majority woman-owned company whose mission is to cultivate the highest

quality, sustainably grown cannabis while nurturing a close relationship with the local community. They will be applying for a MN cultivation license as soon as they are available. MN Tech plans to donate at least 2% of their net profits to local Minnesota, Cohasset, and Itasca community organizations. They forecast 45 jobs in year one, 57 in year two, and 72 in year three, along with 150 local temporary jobs during construction and start up stage.

A motion to send a letter of support was made by Fisher and supported by Berrini. Motion carried.

### **Approve Meeting Minutes:**

A motion to approve the regular meeting minutes from January 25, was made by Friedlieb and supported by Fisher. Motion carried.

### **Finance Committee Report:**

Kalmi reported on the Finance Committee Meeting held on February 22, 2024.

1. Expenditures for January 25 – February 21, 2024, totaling \$24,347.69.
2. Profit and Loss Budget vs Actual is at 20.9%.
3. Balance Sheet as of February 21, 2024, is \$ 408,013.50.

A motion to accept the financial reports was made by Saari and supported by Pittman. Motion carried.

### **Old Business:**

1. Executive Director Peltier noted that the Policy and Bylaws Committee met the past Monday. Many minor defects were identified. The Committee will redraft and submit the final changes for Board approval in September 2024.

### **New Business:**

1. Discussion was held on the EMS Bill. A motion to add RAMS' support to the CGMC "one pager" flier regarding the EMS Bill and support for the MN House and Senate Bills (HF3992 and SF 3886) was made by Warwas and supported by Anderson. Motion carried.
2. Executive Director Peltier gave an update on the RAMS Legislative Delegation and Board Dinner on Wednesday, March 13, 2024, at the Saint Paul Hotel.
3. Executive Director Peltier discussed his plan to send a RAMS EMS advocacy bus to St Paul for the RAMS lobby day. A motion to approve the EMS advocacy bus to St Paul was made by Friedlieb and supported by Saari. Motion carried.

### **Director's Report**

Executive Director Peltier discussed his activities for February.

1. Peltier attended many EMS events.
2. MN Chamber Environmental Permitting Report – MN has a longer than average permitting timeline for everything
3. Transportation aid – busing is an issue
4. Mayors and City Administrators meetings are well attended
5. RAMS Merchandise – Peltier will send out an email for RAMS Board members to order RAMS gear (hats, ¼ zip, full zip).

**Board Member Updates:**

1. Warwas – Paul Bunyan has announced it will provide broadband to 220 homes in Clinton Township, in the densest area of Hwy 37 and 7. This is only 50% of what CTC was planning. This puts the grants to CTC from DEED and IRRR in jeopardy. A motion to send a letter of support for CTC/Clinton Township was made by Pittman and supported by Fisher. Motion carried.

**Other:**

**Member Floor Privileges:**

**Next Meeting:**

The next RAMS Board Meeting will be held on March 28, 2024, at 6:00pm, at the Northeast Service Cooperative Building.

**Adjournment.**

The meeting was adjourned at 7:50pm.

Housing & Redevelopment Authority of Ely  
114 North 8<sup>th</sup> Avenue East, Box 111  
Ely, Minnesota 55731

**April 9, 2024**

10:00 AM

At the Pioneer Apartments

**1. Call the meeting to order**

Meeting was called to order at 9:59 AM by Commissioner Angela Campbell. All those present Commissioner Margie Olson, Commissioner Mark Zupec, Commissioner John Lahtonen, and Commissioner Scott Meland. Executive Director Joseph Hiller was also present. A quorum was met with all Commissioners present.

**2. Approval of Minutes (Attachment 1)**

A motion was made by Commissioner Mark Zupec to approve March minutes and a second was made by Commissioner Scott Meland. All approved unanimously.

**3. Additions or Omissions to the Agenda**

Commissioner Lahtonen made a motion to strike Joseph Hiller's request for pay out of unused vacation and sick time as severance (46 hours of vacation time and 96 hours of sick time total 142 hours at the rate earned totals \$4,413.36) and Carlin Ryan's request for pay out of unused vacation and sick time as severance (46 hours of vacation time and 243.5 hours of sick time at the rate earned totals \$6412.43) See attached letter from Carlin. Until further discussion with the HRA Attorney Kelly Klun. A second was made by Commissioner Zupec. All approved with one nay motion carried.

**4. Approval of Bills (Attachment 2)**

A motion was made by Commissioner Meland to approve bills paid by Public Housing for April check numbers 26048-26081, totaling \$71,563.93 and bills paid by the Townhomes for April check numbers 2059-2068, totaling \$56,017.36 a second was mad by Commissioner Lahtonen. All Approved unanimously.

**5. Directors Report:**

Pioneer – Full

Sibley – Full

Vermilion homes - Full

Zenith – 2 vacant pending MI

Townhomes – 1 vacant pending MI

Waitlist: Public Housing – 26 for Sibley, Pioneer, and Zenith. 6 for the Vermilion Homes.

Townhomes - 57

Window and door project here at Pioneer:

Activities: Audit is completed. Submitted a copy to the city. All submissions to HUD are complete. I provided a copy of the Audit to you all. There were no findings aside from the one that will be with this organization forever which is the lack of segregation of duties.

Everything is complete up to today. I have left my phone number so that if the new Director needs help in navigating things I can be of assistance. I also have left contacts for HUD staff and others that have been helpful. There is also a list of Directors on the range pinned up by my desk that is a great source. I also encourage whomever the person is that they get involved with the Northeast Regional Directors Association, and to reach out to MN NAHRO for trainings and conferences. I have left a lot of notes on my desk, but it is not nearly enough information of what I do day in and day out. I hope that you all find someone that can hit the ground running because there is a lot of pans in the fire and projects that need starting and finished.

Here at Pioneer Apartments the new fire alarm system will be completed in its entirety on Thursday the 11<sup>th</sup>. It is up and operational as it is and completed through the second floor. The Security cameras are up and fully operational.

I have scheduled the annual fire extinguisher inspection for April 10, 2024 and will walk them around to ensure it is completed.

I have submitted ads for contracting out the lawn and general cleaning service for this year. I have also submitted an ad for soliciting bids for the propane service contract which expires at the end of June.

## 6. Committee Reports

Sibley Manor Committee: Not Present

Pioneer Club: Vance talked about the breakfast brunch they held here at Pioneer Apartments on Saturday April 6, 2024. He also mentioned there was a lot of Pioneer Tenants asking what is going to happen now that we don't have a director. He mentioned to come to the upcoming board meeting to address any concerns. Concerns were made by Mary Findsplaces (Tenant of Pioneer Apartments) asking when a new director will be put in place and when another maintenance person would be put in place? Commissioner Lahtonen reassured her that applications are in and that they will get a new director in place as soon as possible. As for another maintenance person it would be up to the new director as who they hire. She was also concerned about the interim while the Ely HRA is without who will be the go-to person for things? Commissioner Lahtonen said Sheila will be here to address anything that is needed. Commissioner Campbell said the board would make every effort to make sure the Tenant needs are met

## 7. Unfinished Business

### 8. New Business

Resolution for dedicating HRA Levy funds for Workforce Housing Project:

**Executive Director Joseph Hiller went through the sources of funding for the proposed project with the HRA Board. Harold Langowski added some more information, and John Fedo added additional information. Questions were answered that were asked by the board. The resolution was read by Commissioner Campbell a vote was taken and all approved unanimously.**



Joseph Hiller's request for pay out of unused vacation and sick time as severance (46 hours of vacation time and 96 hours of sick time total 142 hours at the rate earned totals \$4,413.36)

Carlin Ryan's request for pay out of unused vacation and sick time as severance (46 hours of vacation time and 243.5 hours of sick time at the rate earned totals \$6412.43) See attached letter from Carlin.

**9. Next Regular Meeting Date: Tuesday, May 14, 2024 at 10:00 AM at Pioneer Apartments.**

**10. Adjournment:** Commissioner Angela Campbell Adjourned the meeting at 10:35 AM.

§ 11.39

**SEC. 11.39. ZONING DISTRICT DEFINITIONS.** For the purposes of this Chapter, the following terms shall have the meanings stated:

**Subd. 1. “Adult Business” (AB)** - To provide for adult activities and businesses.

**Subd. 2. “Public 1” (P1)** - Lands owned for the establishment of public services, utilities, structures and other buildings necessary for the health, safety and welfare of the public.

**Subd. 3. “Public 2” (P2)** - Lands owned for the establishment of public services, utilities, structures and other buildings necessary for public and related works, for the health, safety and welfare of the public.

**Subd. 4. “Open” (O)** - Lands owned by the public that could support recreational space, and, lands to limit development in areas not yet suitable or capable of sustaining development.

**Subd. 5. “Commercial 1” (C1)** - To provide for a shopping area with general offices and general retail sales.

**Subd. 6. “Commercial 2” (C2)** - To provide for businesses that require large amounts of land to conduct business and desire highway frontage.

**Subd. 7. “Industrial & Related” (M)** - To provide for a variety of industry, warehouses, storage and repair shops, so they may be separate from residential and commercial areas.

**Subd. 8. “Recreational Trail Overlay (RTO)** – This is an overlay district over existing zoning districts and provides for more thorough development requirements in areas sensitive to public use recreational trails.

**Subd. 9. “Residential Transition” (RT)** - To provide a transition among residential and non-residential areas by permitting residentially compatible uses with residential uses.

**Subd. 10. “Residential 1” (R1)** - To provide areas within the city for residential dwellings of single and two-family occupancy.

**Subd. 11. “Residential 2” (R2)** - To provide a greater variety in the type of housing units, including single, two family and multiple dwelling residences.

**Subd. 12. “Shoreland Shagawa Lake & Shagawa River” (SSL&SR)** - This is an overlay district over the existing zoning districts and provides for more thorough shoreland development requirements.

(12-04-2004)

§ 11.39

**Subd. 13. “Shoreland Miner’s Lake” (SML)** - This is an overlay district over the existing zoning districts and provides for more thorough shoreland development requirements.

**Subd. 14. “Shoreland Mixed Use” (SMU)** - To provide for the intermixing of lake-oriented uses, including both public and private businesses, recreational opportunities and residential uses.

Source: Ordinance No. 171, Second Series  
Effective Date: December 4, 2004

Source: Ordinance No. 261, Second Series  
Effective Date: December 24, 2012

(12-24-2012)

**ORDINANCE NO. 376, 2<sup>nd</sup> Series**

**AN ORDINANCE OF THE CITY OF ELY, MINNESOTA, REVISING THE ELY CITY CODE CHAPTER 11, SECTION 4 CONDITIONAL USES.**

THE COUNCIL OF THE CITY OF ELY DOES HEREBY ORDAIN:

**SECTION 1.** Chapter 11, Section 4 of the Ely City Code is amended to read as follows:

SEC. 11.40. LIST OF PERMISSIBLE AND CONDITIONAL USES. On the following table, the uses listed are the primary use in the district. An open circle, "O", means that the use is permitted in that district, only if a conditional use permit is granted by the Board of Adjustment. An "I" means that the use is permitted in that district only if an interim use permit is granted by the Board of Adjustment. An "X" means that the use is permitted in the district, subject to the general provisions of the Zoning Chapter. A blank space means that the use is not permitted in the district. For uses not included on this list, application shall be made to the Board of Adjustment for a determination that the proposed use is or is not of the same general character as a permitted, not permitted, or conditional use.

<b>Classification List - Permissible/ Conditional Uses</b>	<b>R-1</b>	<b>R-2</b>	<b>R-T</b>	<b>C-1</b>	<b>C-2</b>	<b>M</b>	<b>P-1</b>	<b>P-2</b>	<b>O</b>	<b>SMU</b>
Agricultural implements: service, sales					X	X				
Airplane hangar					Ø				Ø	O
Ambulance Garage & Office			O	ØX	ØX	Ø	ØX	XØ		
Amusement Park					O		Ø	Ø	Ø	Ø
Animal hospital, veterinarian			Ø	O	O	Ø X				
Apartment: 1, <del>to</del> 2, 3, & 4 units	X	X	X	ØX	X		X	X		X
<del>Apartment: 3 to 4 units</del>		X	Ø							Ø
Apartment: 5 or more units		X	X	ØX	ØX		X	X		O
Appliances: equipment, sales, repair				X	X	X Ø				
<del>Armory</del>						X	X	X	Ø	
<del>Asphalt: products, processing, storage</del>						Ø				
Association: clubs, lodges, private		Ø	Ø	X	X					O
Athletic field							X	X	O	Ø
Auditorium, assembly hall				ØX	ØX		X	X	Ø	Ø



Classification List - Permissible/ Conditional Uses	R-1	R-2	R-T	C-1	C-2	M	P-1	P-2	O	SMU
Auto/Truck: sales, parts, repair				<del>OX</del>	X	Ø				
<del>Auto/Truck: salvage, scrap yard</del>						Ø				
Baked Goods: mfg., sales			O	X	X					
Bank, Trust Co., Bonding Co., <u>Credit Union</u>				X	X					
Bar, Tavern, Saloon, <u>Billiard Parlor,</u> <u>Bowling Alley, brewery/distillery</u>				X	X					Ø
Barber/Beauty Shop			O	X	X					
Beach: public, private				<del>X</del>	<del>X</del>		X	X	X	X
Bed & Breakfast	Ø	O	O	O	<del>X</del>					O
Beverages: wholesale & storage					X	X				
<del>Billiard parlor</del>			Ø	<del>X</del>	Ø					
Boat mfg., storage				Ø	Ø	X				Ø
<del>Bowling Alley</del> <u>Broadcasting Tower</u>				<del>X</del>	X	<del>X</del>				Ø
Broadcasting station			O	X	<del>X</del>				<del>X</del>	
Building materials: mfg., storage, sales				<del>OX</del>	X	X				
Bus line depot				X	X		X	X		
Car Wash				X	X					
Carpentry, cabinet shop	<u>O</u>	<u>O</u>	O	O	O	X				O
Carpet/rug: sales, storage, <del>cleaning</del>				X		X				
Cement/concrete products: mfg., sales, storage						X				
Cemetery							X	X	X	
Child care center	O	O	O	<del>X</del>	<del>X</del>		<del>X</del>	<del>X</del>		O
Clay products: mfg., storage						X				
Clinic	Ø	Ø	O	O	O	<del>X</del>	X	X		
<del>Coal &amp; coke storage yards</del>						Ø				
College, <del>public</del>							X	X		<del>XO</del>
Community Center	Ø	Ø	Ø	Ø	Ø		X	X		<del>X</del>

<b>Classification List - Permissible/ Conditional Uses</b>	<b>R-1</b>	<b>R-2</b>	<b>R-T</b>	<b>C-1</b>	<b>C-2</b>	<b>M</b>	<b>P-1</b>	<b>P-2</b>	<b>O</b>	<b>SMU</b>
Community Residential Facility serving six (6) or fewer persons	<del>X</del> O	<del>X</del> O	<u>O</u>							<u>O</u>
Community Residential Facility serving seven (7) to sixteen (16) persons	<del>O</del> O	<del>X</del> O	<u>O</u>							<u>O</u>
Community Residential Facility serving seventeen (17) to thirty-two (32) persons	O	O	<u>O</u>							<u>O</u>
Contractor (general): equipment, storage yard					O	X			<del>O</del>	
<del>Credit Union, loan company</del>				<del>X</del>						
Customs house, US					O		X	X		<u>O</u>
<del>Dairy products: mfg., sales, distribution</del>				<del>O</del>	<del>O</del>	<del>X</del>				
Day Care: Family Day Care serving <del>twelve-six (612)</del> or less <del>children</del>	X	X	<del>X</del>		<u>O</u>	<u>O</u>				
Day Care: Family Day Care serving <del>thirteen-seven (137)</del> to <del>sixteen (16)</del> or more	O	X	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<del>X</del>	<del>X</del>		<u>O</u>
Day Care ( <del>public</del> ): <del>Group Family Day Care</del> serving <del>fourteen-six (146)</del> or less <del>children more</del>	<del>X</del>	<del>X</del>					<del>X</del>	<del>X</del>		
Drive-in restaurant			<u>O</u>	X	X					<u>O</u>
Driving range, miniature golf, go-karting, batting cages			<u>O</u>	O	O				O	<u>O</u>
Dry cleaning & laundry: processing & pickup			O	X	<del>X</del>	X				
Dwelling, single family	X	X	X	<del>X</del>	<del>X</del>					X
Dwelling, two family	X	X	X	<del>X</del>	<del>X</del>					X
Dwelling, multiple family		X	O	<del>O</del> X	<del>X</del>		<del>X</del>	<del>X</del>		O
<del>Explosives: storage, distribution</del>						<del>O</del>				
Festival, community event			<u>I</u>	I	I	I	I	I	I	<u>I</u>
Fire station	<del>O</del>	<del>O</del>	O	X	X	<del>X</del>	X	X	<del>O</del>	<del>O</del>



<b>Classification List - Permissible/ Conditional Uses</b>	<b>R-1</b>	<b>R-2</b>	<b>R-T</b>	<b>C-1</b>	<b>C-2</b>	<b>M</b>	<b>P-1</b>	<b>P-2</b>	<b>O</b>	<b>SMU</b>
Fish or meat, wholesale, curing, storage						X				
Florist, greenhouse, nursery			Ø		X	<u>Ø</u> <u>X</u>				O
Florist, sales			O	X	<u>ØX</u>	O				
Freight depot, office, wholesaling					O	X				
Fuel storage, distribution				O	O	O	<u>O</u>	<u>O</u>		
Funeral parlor, mortuary			O	X	X					
Furs: mfg., assembly						O				
Gasoline/filling station, convenience store				X	X					
Gravel pit							O	<u>ØX</u>	X	
Grocery store, retail			O	X	X					<u>O</u>
Grocery: wholesale, warehouse					X	X				
Home: retirement, children, nursing, group, assisted living	O	O	O	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>		O
Hospitals	Ø	Ø	Ø	O	O		X	X		O
Hotel, Motel			<u>O</u>	X	X					O
House of Worship	<u>ØX</u>	<u>ØX</u>	<u>ØX</u>	<u>ØX</u>	<u>ØX</u>	<u>Ø</u> <u>X</u>	O	<u>ØO</u>	O	<u>ØX</u>
Iron or woodworking			O	O	O	X				
Jail				<u>X</u>			X	X		
Laundries, self-service			O	X	X					
Library	O	O	O	X	X		X	X		O
Liquor: off-sale, storage				X	X					
Lockers, food storage				O	O	X				Ø
Machine Shop				<u>X</u>	<u>X</u>	X				
Manufactured Home Park	O	O	O							O
Manufactured Home Sales					X	<u>X</u>				
Meat Packers						O				

<b>Classification List - Permissible/ Conditional Uses</b>	<b>R-1</b>	<b>R-2</b>	<b>R-T</b>	<b>C-1</b>	<b>C-2</b>	<b>M</b>	<b>P-1</b>	<b>P-2</b>	<b>O</b>	<b>SMU</b>
Metal fabrication, processing						X				
Mining operations: gravel, quarries, crushing						X				
Motorized vehicles: sales, parts, repair				O	X	X				
Museum	O	O	O	X	X		X	<del>X</del> O		O
<u>Massage Therapy</u>			<del>X</del>	<del>X</del>	<del>X</del>					<del>X</del>
Outfitters: recreational			O	X	X					O
Paper & wood products: mfg., storage						X				
Park, playground	X	X	X	<del>X</del> O	<del>X</del> O		X	X	X	X
Parking lot	<del>0</del>	<del>0</del>	O	X	X	X	X	<del>X</del> O	X	O
Paving materials, storage						O				
Pharmacy			O	X	<del>X</del>					
Police station			O	X	X		X	X		
Post Office			O	X	X		X	X		
Professional office: doctors, lawyers, etc.	O	O	O	X	<del>X</del>					O
Public or private schools <u>(all schools)</u>	O	O	O	<del>X</del> O	X		X	X		O
Public beach	<del>X</del>				<del>X</del>		X	X	<del>X</del>	X
Public campground							X	X	X	O
Public utilities & storage area					O	<del>0</del> <del>X</del>	O	O	<del>O</del>	<del>0</del>
<u>Railroad: service &amp; repair</u>						<del>X</del>				
Reservoirs, water towers	<del>0</del>	<del>0</del>	<del>0</del>			O	X	X	<del>0</del>	<del>0</del>
Resorts	<del>0</del>	<del>0</del>	O		<del>O</del>				<del>O</del>	O
Restaurants, cafes	<del>0</del>		O	X	X	<del>O</del>				<del>0</del>
Retail store: general, specialty			<del>O</del>	X	<del>0</del> X	<del>O</del>				
Roadside park or wayside			<del>O</del>	X	X	<del>X</del>	X	X	X	O



<b>Classification List - Permissible/ Conditional Uses</b>	<b>R-1</b>	<b>R-2</b>	<b>R-T</b>	<b>C-1</b>	<b>C-2</b>	<b>M</b>	<b>P-1</b>	<b>P-2</b>	<b>O</b>	<b>SMU</b>
Roadside sales stand				<del>X</del> O	<del>X</del> O				O	O
Rooming House		X	O	O	O					O
RV Park				O	O	⊖	O	O		O
Sauna, steam bath, commercial			O	X						O
<del>Schools, commercial</del>		⊖	⊖	X						⊖
<del>Schools, public or parochial</del>	⊖	⊖	⊖				X	X		⊖
Short Term Rental	X	X	X	X	X					X
Second Hand Goods Dealer			X	X	X	X				
Skating rink, public	⊖	⊖	⊖				X	X	X	X
Sporting goods, mfg.			⊖		O	X				⊖
Storage yard: bulk material, equipment					O	X	O	O	O	
Swimming pool: public					O	<u>O</u>	X	X	⊖	⊖
Taxidermist			O	X	<u>X</u>					
Theatres, indoor				X	X					
Tires: repair, equipment, supplies				X	X	X			<u>O</u>	
Utility structure, substation	⊖	⊖	O	O	O	X	X	X	O	⊖
<del>Veterinary Clinic</del>			⊖	X	X					
Warehouses, all types					X	X				
Welding shop: service, storage				O	O	X				
<del>YMCA, YWCA</del>		⊖		X	X		X	X		⊖

<u>Dog/cat boarding</u>						<u>O</u>				
<u>Dog Park</u>				<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>
<u>Mini Storage</u>				<u>X</u>	<u>X</u>	<u>O</u>			<u>O</u>	

**SECTION 2. Effective Date:** Pursuant to Section 3.08 of the Charter of the City of Ely, Minnesota, the adoption of this Ordinance is effective thirty (30) days after final adoption and publication.

First Reading: March 19, 2024

Second Reading: April 16, 2024

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Mayor

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Clerk-Treasurer

Publication Dates: March 23, 2024

Newspaper: Ely Echo

**RESOLUTION 2024-016 AND ORDER OF THE CITY OF ELY**

**A RESOLUTION AND ORDER OF THE CITY OF ELY, MINNESOTA,  
DECLARING THE REAL PROPERTY AT 45 EAST BOUNDARY STREET BLIGHT  
PURSUANT TO THE ELY CITY CODE**

WHEREAS, the City of Ely is a Municipal Corporation governed under the Charter of the City of Ely with powers vested in its City Council; and

WHEREAS, the City of Ely is authorized to exercise its municipal powers for the promotion of health and safety;

WHEREAS, pursuant to Ely City Code Sec. 10.22, subd. 2. "Exterior of Structures and Exterior Property Areas. a) The exterior of all structures and accessory structures including detached garages, shall be maintained in a workmanlike state of maintenance and repair. b) Every exterior wall shall be free of holes, breaks, major portions of loose or rotting boards or timbers, and major portions of falling or loose stucco. c) All doors and windows shall be maintained in good repair, fit reasonably well within their frames, and be free of breaks or holes. d) All public health and safety hazards shall be removed from all lots and parcels of land. e) Water service lines shall be installed or repaired and in working order on occupied property. Empty lots exempt."

WHEREAS, pursuant to Ely City Code Sec. 10.22, subd. 3. "Interior areas of structures, including residential dwellings. a) The interior of every structure shall be maintained in a sanitary condition, free of accumulations of garbage and refuse. b) The interior of every structure shall be maintained free from infestation of noxious insects, rodents, and other pests and animal waste. c) All plumbing systems shall be properly installed, connected, and maintained in good working order, and must be kept free from obstructions, leaks, and defects. d) The storage of

excessive or unreasonable amounts of hazardous, flammable liquids shall be prohibited in areas not zoned for such use.”

WHEREAS, pursuant to Ely City Code Sec. 10.22, subd. 4. “Deteriorated Structures. In any area the existence of any structure or part of any structure which because of fire, wind, natural disaster, or physical deterioration is no longer habitable or useful for any other purpose for which it may have been intended or permitted or the deterioration of which has become a hazard to the general public or adjoining properties, shall not be allowed for a period longer than 6 months.”

WHEREAS, pursuant to Ely City Code Sec. 10.22 subd. 9, “Duties of City Officers. The Enforcement Officer(s) shall enforce the provisions of this Ordinance relating to blight and blighting factors and shall assist the other designated officer(s) in the enforcement of provisions relating to blight and blighting factors affecting public safety. Such officers shall have the power to inspect private premises and take all reasonable precautions to prevent the commission and maintenance of blight and blighting factors.”

WHEREAS, pursuant to the Ely City Code Sec. 10.22, Subd. 10(a)3, “Notice of City Council Order. Except for those cases determined by the City to require summary enforcement, written notice of any City Council order shall be made as provided in Minn. Stat. 463.17 (Hazardous and Substandard Building Act).”

WHEREAS, pursuant to the Ely City Code Sec. 10.22, Subd. 10(b) “Procedure. Whenever the Officer charged with enforcement determines that blight or blighting factors exist on premises in the City, the Officer shall notify in writing the owner of record or occupant of the premises of such fact and order that such blight or blighting factors be terminated or abated. The Notice of Violation shall specify the steps to be taken to abate the blight or blighting factors and

the time within which the blight or blighting factor is to be abated. If the Notice of Violation is not complied with within the time specified, the enforcing Officer shall report that fact forthwith to the Council. Thereafter, the Council may, after notice to the owner or occupant and an opportunity to be heard, determine that the condition identified in the Notice of Violation is a blight or blighting factor and further order that if the blight or blighting factor is not abated within the time prescribed by the Council the City may seek injunctive relief by serving a copy of the City Council Order and Notice for Summary Enforcement.”

NOW, THEREFORE, the City Council of the City of Ely, finds that:

1. On September 13, 2023, City of Ely, Building Official Douglas K. Whitney “Whitney” inspected a dwelling relative to the external condition, after a fire had taken place, located at 45 East Boundary Street, Ely, Minnesota 55731 “Dwelling.” An inspection report dated October 2, 2023 was served by mail to the owners. **Exhibit “A”**.
2. On September 14, 2023, a “Posted to Prevent Occupancy” Notice was issued and posted to prevent the occupancy of the unsafe dwelling for any purposes other than clean up and/or repair between the hours of 8:30 a.m. and 4:00 p.m.
3. On March 7, 2024, Whitney issued a Notice of Violation of Maintenance of Private Property and/or Unsafe Buildings or Structures and/or Minnesota State Fire Code to its owners Jason Keith Gillson and Mark D. Herman. **Exhibit “B”**. Said notice indicated that the building poses a threat to public health and safety.
4. Along with the Notice of Violation, Gillson and Herman also received a notice indicating their right to appeal by filing with the City. To date, Gillson and/or Herman have not filed an appeal.

5. The Notice of Violation of Maintenance of Private Property and/or Unsafe Buildings or Structures and/or Minnesota State Fire Code, issued on March 7, 2024 indicated that the following remedies to the property needed to be completed within thirty (30) days, and upon completion, would be inspected by the Building Official and Fire Marshall:

- a. A fire damage contractor must perform an assessment of the damage sustained in the fire and ensuing water intrusion;
- b. Personal property must be removed from the interior of the structure;
- c. Damaged drywall , flooring, and other materials must be removed down to the studs as necessary;
- d. Water extraction crews must work with commercial equipment to dry out the structure;
- e. Must properly clean smoke and soot from all interior and exterior surfaces;
- f. Deodorizing agents must be used to fully remove any lingering smoke odors;
- g. Must sanitize or apply antimicrobial chemicals to halt any subsequent mold growth;
- h. Duct cleaning must be done in order to remove any soot, smoke, or debris that may have settled in ducts;
- i. Replacing electrical, replacing and repainting drywall, replacing flooring materials, replacing interior counters, fixtures, etc. to bring property back to a pre-loss condition;
- j. Repair of all of the broken doors and windows;
- k. Remove any building materials from the yard;
- l. Remove any junk and debris from the exterior of the property.

- m. Remove any household items from the exterior of the property;
- n. Create and maintain interior storage conditions that comply with the Minnesota State Fire Code, relative Building Codes and Statutes; and
- o. Minnesota State licensed contractors must be used for the repairs and assessments.

6. On or about March 28, 2024, and pursuant to Ely City Code Section 10.22 subd. 10(a) 2, a hearing before the Ely City Council was scheduled and Gillson and Herman received notice of said hearing and notice of the opportunity to be present. **Exhibit "C"**.

7. On, April 16, 2024, a hearing was held at 5:15 p.m. at City Hall. All members of the Ely City Council were present. Testimony was received by Building Official Whitney, \_\_\_\_\_, and \_\_\_\_\_. **Exhibits "A - C"** were entered into evidence and are made part of this Order.

THE ELY CITY COUNCIL finds that:

1. The tax parcel code for the real property is 030-0070-00680 and the registered owner pursuant to St. Louis County tax and real property records is Jason Keith Gillson and Mark D. Herman, 45 East Boundary Street, Ely, Minnesota 55731.
2. The conditions that exist on the real property located at 45 East Boundary Street are blight and pose an imminent public health hazard in violation of Ely City Code Section 10.22.
3. Jason Keith Gillson and Mark D. Herman were served and notified on March 7, 2024, of the factors and conditions of blight existing on the property. To date, Gillson and/or Herman have not abated or terminated the blighting factors.

4. The blight or blighting factors create an unreasonable danger to public health, safety and welfare. The building is unfit for human habitation or entry due to extreme filth and squalor and hazard to the neighborhood.
5. Based on the blight conditions, the following must be performed by Minnesota State licensed contractors, to abate the conditions:
  - a. A fire damage contractor must perform an assessment of the damage sustained in the fire and ensuing water intrusion;
  - b. Personal property must be removed from the interior of the structure;
  - c. Damaged drywall, flooring, and other materials must be removed down to the studs as necessary;
  - d. Water extraction crews must work with commercial equipment to dry out the structure;
  - e. Must properly clean smoke and soot from all interior and exterior surfaces;
  - f. Deodorizing agents must be used to fully remove any lingering smoke odors;
  - g. Must sanitize or apply antimicrobial chemicals to halt any subsequent mold growth;
  - h. Duct cleaning must be done in order to remove any soot, smoke, or debris that may have settled in ducts;
  - i. Replacing electrical, replacing and repainting drywall, replacing flooring materials, replacing interior counters, fixtures, etc. to bring property back to a pre-loss condition;
  - j. Repair of all of the broken doors and windows;
  - k. Remove any building materials from the yard;
  - l. Remove any junk and debris from the exterior of the property.



- m. Remove any household items from the exterior of the property;
- n. Create and maintain interior storage conditions that comply with the Minnesota State Fire Code, relative Building Codes and Statutes; and
- o. Minnesota State licensed contractors must be used for the repairs and assessments.

BE IT ORDERED, by the City Council of the City of Ely, that:

The conditions that exists on the real property located at 45 East Boundary Street, Ely, Minnesota 55731, are blight and poses an imminent and unreasonable danger to public health, safety and welfare. Notice is hereby given to Jason Keith Gillson and Mark D. Herman, that the City of Ely will move for Summary Enforcement of this Order unless the specified corrective action is taken for items A-C, by May 17, 2024, or unless an injunction is filed and granted by the District Court. The City of Ely will seek reimbursement for abatement and all costs incurred in obtaining and enforcing this Order.

The Council will schedule a follow-up hearing if deemed necessary.

THIS RESOLUTION AND ORDER IS HEREBY ADOPTED, by the City Council of the City of Ely and the undersigned Mayor and Clerk-Treasurer hereby certify the adoption of said Order.

IN WITNESS WHEREOF, the undersigned Mayor and Clerk-Treasurer execute this Resolution this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

CITY OF ELY:

\_\_\_\_\_  
Heidi Omerza, Mayor

\_\_\_\_\_  
Harold Langowski, Clerk-Treasurer

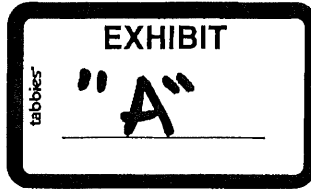
STATE OF MINNESOTA }  
COUNTY OF ST. LOUIS } ss.

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 2024, by Heidi Omerza, as Mayor, and Harold Langowski, as Clerk-Treasurer, respectively of the City of Ely, a municipal corporation, St. Louis County, Minnesota.

[SEAL]

\_\_\_\_\_  
NOTARY PUBLIC

Monday, October 2, 2023



GILLSON JASON KEITH  
45 E BOUNDARY ST  
ELY MN 55731

**NOTICE OF MAINTENANCE  
OF PRIVATE PROPERTY  
ELY CITY CODE § 10.22  
And/or  
UNSAFE BUILDINGS OR  
STRUCTURES,  
MINNESOTA RULES 1300.0180  
And /or  
MINNESOTA STATE FIRE CODE**

**Notice of Violation Parcel Number: 030-0070-00680**

Owners of Record: GILLSON JASON KEITH  
45 E BOUNDARY ST  
ELY MN 55731

Re: Your property located at 45 E BOUNDARY ST, ELY, MN 55731

Ladies and Gentlemen:

Please take **NOTICE** that on September 13th, 2023 your property at 45 E Boundary St. Street was first inspected after the dwelling had been subject to a fire.

**Due to the extent of fire damage and the presence of excessive interior storage pursuant to City Code §10.22, Minnesota Rules 1300.0180 and the Minnesota State Fire Code; WE HAVE DETERMINED THAT THE DWELLING IS NOT SAFE FOR HUMAN HABITATION.**

Based on the conditions of the site, the dwelling has been Posted to Prevent Occupancy on September 14<sup>th</sup>, 2023 at 11:20 AM. This posting is to prevent the occupancy of the unsafe dwelling other than for cleanup and repair between the hours of 8:30AM and 4:00PM only.

**FINDINGS.** Pursuant to City Code §10.22 and/or Minnesota Rules 1300.0180 Unsafe Buildings or Structures and the Minnesota State Fire Code; I hereby find that the structure fails to meet the minimum requirements of the City Code and the Minnesota State Building and Fire Code, and is a hazard to public safety.

The conditions that led to this determination are:

- Fire damage.
- Excessive interior storage.
- Doors and windows are in a state of disrepair.
- The property has garbage and debris scattered throughout.
- The property has unlicensed, unregistered or inoperable vehicle(s), household furnishings or appliances and is hereby declared to be a nuisance.

**Based on the interior and exterior conditions of the building and property, you are hereby ordered to make the following corrections within 30 days:**

**Make all repairs necessary in order to restore the damages incurred by the fire to include;**

- Repair all of the broken doors and windows.
- Remove any building materials from the yard.
- Remove or register any unregistered vehicles on the property.
- Remove any junk and debris from the exterior of the property.
- Remove any household items from the exterior of the property.
- Create and maintain interior storage conditions that comply with the Minnesota State Fire Code (Informational handout included).
- **Minnesota State Licensed Contractors must be used for the work as required by law.**

**This order will be satisfied and closed upon a completed, satisfactory inspection by the City Building Official and Fire Marshall. Call Douglas Whitney at 218-504-5142 to schedule the inspection once the repairs are complete.**

If you believe that this order is based on an erroneous interpretation of City Code, State or Federal law, you may appeal the order by filing a written appeal within ten days.

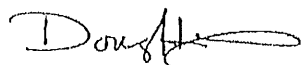
**NO OWNERSHIP TRANSFER.** While this Order is pending you may not transfer ownership of the property unless you provide a copy of this Order to the party to whom the transfer is made and notify the City prior to the transfer.

**EXECUTION OF THIS ORDER.** If you do not appeal the order, if you do not prevail on appeal, and if you do not comply with the conditions of the Order, the matter will be scheduled for a hearing before the City Council, at which hearing the City Council may remedy the conditions described above by hiring a contractor of the City's choosing and specially assess the costs of all repairs, staff time and administrative costs against the real estate. You will be given at least 10 days' notice of the hearing before the City Council.

If you cannot afford to remedy the conditions described and wish to take care of the matter as soon as possible you may agree to have the City contract for the work and assess the costs against the real estate as a special assessment. If you choose to do so, a written agreement will be prepared for your signature. Please contact me if you wish to enter into such an agreement.

Lastly, please be advised that failing to comply with this Order or appeal within the time prescribed may be charged as a misdemeanor criminal offense.

Respectfully,

A handwritten signature in black ink, appearing to read "Douglas K. Whitney", with a stylized flourish at the end.

Douglas K. Whitney, P.E. - Building Official No.1029  
City of Ely, Phone 612-598-4993

MINNESOTA ADMINISTRATIVE RULES §1300.0180 UNSAFE BUILDINGS OR STRUCTURES.

A building or structure regulated by the code is unsafe, for purposes of this part, if it is structurally unsafe, not provided with adequate egress, a fire hazard, or otherwise dangerous to human life.

Building service equipment that is regulated by the code is unsafe, for purposes of this part, if it is a fire, electrical, or health hazard; an unsanitary condition; or otherwise dangerous to human life. Use of a building, structure, or building service equipment constituting a hazard to safety, health, or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster, damage, or abandonment is, for the purposes of this part, an unsafe use. Parapet walls, cornices, spires, towers, tanks, statuary, and other appendages or structural members that are supported by, attached to, or a part of a building and that are in deteriorated condition or otherwise unable to sustain the design loads that are specified in the code are unsafe building appendages.

The building official shall order any building or portion of a building to be vacated if continued use is dangerous to life, health, or safety of the occupants. The building official shall have the authority to order disconnection of utility services to the building, structure, or system, regulated by the code, in case of an emergency to eliminate a hazard to life or property. The order shall be in writing and state the reasons for the action.

All unsafe buildings, structures, or appendages are public nuisances and must be abated by repair, rehabilitation, demolition, or removal according to Minnesota Statutes, sections 463.15 to 463.26.

**ELY CODE SEC. 10.22. MAINTENANCE OF PRIVATE PROPERTY.**

**Subd. 1.** It is the primary responsibility of any person, firm, corporation or entity of any kind occupying, leasing or renting any lot or parcel of land to maintain such property in a manner free from blight or blighting factors. The owner and occupant shall comply with the regulations contained herein.

**Subd. 2. Exterior of Structures and Exterior Property Areas.**

a) The exterior of all structures and accessory structures including detached garages shall be maintained in a workmanlike state of maintenance and repair.

b) Every exterior wall shall be free of holes, breaks, major portions of loose or rotting boards or timbers, and major portions of falling or loose stucco.

c) All doors and windows shall be maintained in good repair, fit reasonably well within their frames, and be free of breaks or holes.

d) All public health and safety hazards shall be removed from all lots and parcels of land.

e) Water service lines shall be installed or repaired and in working order on occupied property. Empty lots exempt.

**Subd. 3. Interior areas of structures, including residential dwellings.**

a) The interior of every structure shall be maintained in a sanitary condition, free of accumulations of garbage and refuse.

b) The interior of every structure shall be maintained free from infestation of noxious insects, rodents, and other pests and animal waste.

c) All plumbing systems shall be properly installed, connected, and maintained in good working order, and must be kept free from obstructions, leaks, and defects.

d) The storage of excessive or unreasonable amounts of hazardous, flammable liquids shall be prohibited in areas not zoned for such use.

**Subd. 4. Deteriorated Structures.** In any area the existence of any structure or part of any structure which because of fire, wind, natural disaster, or physical deterioration is no longer habitable or useful for any other

purpose for which it may have been intended or the deterioration of which has become a hazard to the general public or adjoining properties, shall not be allowed for a period longer than 6 months.

**Subd. 5.** Vacated structures and vacant properties. The owners of any dwelling which is unfit for human habitation, as determined by the enforcement officer in good faith, and the owner of any structure, garage or other outbuilding which has been vacant for a period of sixty (60) days or more shall make the dwelling or structure safe and secure by keeping the same securely locked, windows kept glazed or neatly boarded up and entrances and doorways provided with proper doors or, in the alternative, neatly boarded up and otherwise protected to prevent entrance, so that it is not hazardous to the health, safety, and welfare of the public, and does not constitute a public nuisance. Such shall be done in a manner which will be suitable to the general nature and character of the neighborhood including decorative effects and coloration such as will not make such structure present an offensive appearance to neighbors and in general accord with the area as far as its appearance may be concerned. Any such structure open at the doors and windows, if unguarded, shall be deemed to be a nuisance within the meaning of this ordinance. The owner of vacant lands shall make said lands safe and secure by barricading or fencing the property or the like, or by placing said lands in their natural unimproved condition and removing all dangerous conditions. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary. A vacant structure that is not secured against entry shall be deemed unsafe.

a) Restoration. The structure or equipment determined to be unsafe by the building official is permitted to be restored to a safe condition. To the extent that repairs, alterations or additions are made or a change of occupancy occurs during the restoration of the structure, such repairs alterations, additions or changes of occupancy shall comply with the requirements of Section 105.2.2 and Chapter 34 of the 2006 International Building Code.

**Subd. 6.** Vacant Buildings: Exterior Property Areas.

a) Sanitation. All exterior property areas and vacant areas shall be maintained in a clean and sanitary condition, safe and free from any hazardous condition, and free from any accumulation of refuse or garbage.

b) Free from pests. All exterior property areas and vacant areas shall be kept free from, rodents, vermin, or other pests, which are noxious or detrimental to the public health.

c) Junk automobiles. In any area not zoned for junkyards or salvage yards, the storage of junk automobiles is prohibited. For the purpose of this ordinance, the term "junk automobiles" shall include any motor vehicle, part of a motor vehicle, or former motor vehicles, stored in the open, which is not currently licensed for use upon the highways or the State of Minnesota, and is either: a) unusable or inoperable because of lack of, or defects in component parts; or b) unusable or inoperable because of damage from collision, deterioration, or having been cannibalized; or c) beyond repair and therefore not intended for future use as a motor vehicle; or d) being retained on the property for possible use of salvageable parts. This regulation is in addition to any zoning regulations.

**Subd. 7.** Enforcement Officer. The City Building Official of the City of Ely, the City Clerk-Treasurer, and the Chief of Police are appointed as the enforcement officers, and it is the enforcement officers' duty to enforce the provisions of this ordinance.

**Subd 8.** Inspection of structures, vacant properties, generally. The enforcement officer shall be authorized to make or cause to be made inspection to determine the condition of structures and premises and vacant properties in order to safeguard the health, safety, and welfare of the public. The enforcement officer, or his designated representative shall, with the permission of the owner, be authorized to inspect any vacant areas and the exterior areas of any premises, and the interior areas of structures at any reasonable time for the purpose of performing his duties under this ordinance. If the owner, operator, or person in possession of the structure shall refuse to consent to the inspection, and there is probable cause to believe that a violation exists on that premises, a search warrant may be obtained.

**Subd. 9.** Duties of City Officers. The Enforcement Officer(s) shall enforce the provisions of this Ordinance relating to blight and blighting factors and shall assist the other designated officer(s) in the enforcement of provisions relating to blight and blighting factors affecting public safety. Such officers shall have the power to inspect private premises and take all reasonable precautions to prevent the commission and maintenance of blight and blighting factors.

**Subd. 10.** Abatement.

a) Notice. Written notice of violation; notice of the time, date, place and subject of any hearing before the City Council; Notice of City Council Order; and Notice of Motion for Summary Enforcement Hearing shall be given as set forth in this Subdivision.

1. Notice of Violation. Written Notice of Violation shall be served by the Officer charged with enforcement on the owner of record or occupant of the premises either in person or by certified or registered mail. If the premises is not occupied, the owner of record is unknown, or the owner of record or occupant refuses to accept Notice of Violation, Notice of Violation shall be served by posting it on the premises.

2. Notice of Council Hearing. Written notice of any City Council Hearing to determine or abate blight or blighting factors shall be served on the owner of record and occupant of the premises either in person or by certified or registered mail. If the premises is not occupied, the owner of record is unknown, or the owner of record or occupant refuses to accept Notice of Council Hearing, Notice of Council Hearing shall be serviced by posting on the premises.

3. Notice of City Council Order. Except for those cases determined by the City to require summary enforcement, written notice of any City Council order shall be made as provided in Minn. Stat. 463.17 (Hazardous and Substandard Building Act).

b) Procedure. Whenever the Officer charged with enforcement determines that blight or blighting factors exist on premises in the City, the Officer shall notify in writing the owner of record or occupant of the premises of such fact and order that such blight or blighting factors be terminated or abated. The Notice of Violation shall specify the steps to be taken to abate the blight or blighting factors and the time within which the blight or blighting factor is to be abated. If the Notice of Violation is not complied with within the time specified, the enforcing Officer shall report that fact forthwith to the Council. Thereafter, the Council may, after notice to the owner or occupant and an opportunity to be heard, determine that the condition identified in the Notice of Violation is a blight or blighting factor and further order that if the blight or blighting factor is not abated within the time prescribed by the Council the City may seek injunctive relief by serving a copy of the City Council Order and Notice for Summary Enforcement.

c) Emergency Procedure; Summary Enforcement. In case of emergency, where delay in abatement required to complete the notice and procedure requirements set forth in Subdivisions 1 and 2 above will permit a continuing blight or blighting factor to unreasonably endanger public health, safety or welfare, the City Council may order Summary Enforcement and abate the blight or blighting factor. To proceed with Summary Enforcement, the Officer charged with enforcement shall determine that blight or a blighting factor exists or is being maintained on premises in the City and that delay in abatement of the blight or blighting factor will unreasonably endanger public health, safety or welfare. The Enforcement Officer shall notify in writing the occupant or owner of the premises of the nature of the blight or blighting factor and of the City's intention to see Summary Enforcement and the time and place of the Council meeting to consider the question of Summary Enforcement. The City Council shall determine whether or not the condition identified in the notice to the owner or occupant is a blight or blighting factor, whether public health, safety or welfare will be unreasonably endangered by delay in abatement required to complete the procedure set forth in Subdivision 1 above, and may order that such blight or blighting factor be immediately terminated or abated. If the blight or blighting factor is not immediately terminated or abated, the City Council may order summary enforcement and abate the blight or blighting factor.

d) Immediate Abatement. Nothing in Subdivision 6 of this Ordinance shall prevent the City, without notice or other process, from immediately abating any condition which poses an imminent and serious hazard to human life or safety.

#### Subd. 11. Recovery of Cost.

a) Personal Liability. The owner of premises on which a blight or blighting factor has been abated by the City shall be personally liable for the cost to the City of the abatement, including administrative costs. As soon as the work has been completed and the cost determined, the City Clerk or other official designated by the Council shall prepare a bill for the cost and mail it to the owner. Thereupon the amount shall be immediately due and payable at the office of the City Clerk.

b) Assessment. If the blight or blighting factor is a public health or safety hazard on private property, the officer, shall, on or before September 1 next following abatement of the blight or blighting factor, list the total unpaid charges along with all other such charges as well as other charges for current services to be assessed under Minn. Stat. 429.101 against each separate lot, or parcel to which the charges are attributable. The Council may then spread the charges against such property under the statute and other pertinent statutes for certification to the County



Auditor and collection along with current taxes the following year or in annual installments, not exceeding ten (10), as the Council may determine in each case.

**Subd. 12.** Public Complaints. In order to assist the City in investigating the existence of blight or blighting factors as defined in Subdivision 1 of this Section, complaints to the City of the existence of conditions which are believed to be blight may be submitted to the City Clerk or Chief of Police, in writing, and contain the following information:

1. The complete address of the property upon which the alleged blight or blighting factor exists and the conditions which the complainant believes to be blight or a blighting factor; and

2. Signatures of all persons who own property adjoining the property having the alleged condition, or signatures of a majority of persons who own property located within 100 feet of the property having the alleged condition. For purposes of this Subdivision, the signature of one person who owns a parcel of land jointly with others shall be deemed the signature of all joint owners of that parcel.

**Subd. 13.** Failure to comply with any of the requirements of this Ordinance shall constitute a petty misdemeanor offense and upon the conviction thereof shall be punishable accordingly.

**Subd. 14.** City Code Chapter 1 entitled "General Provisions and Definitions Applicable to the Entire City Code Including Penalty for Violation" and Section 3.99 entitled "Violation a Misdemeanor" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

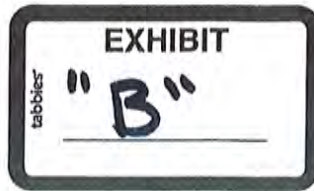
**Subd. 15.** Continuing Violation. Each week that any person continues in violation of this Section shall be a separate offense and punishable as such in the amount of \$100.00 per week.

**Subd. 16.** Severability. If any section, subdivision, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this ordinance shall not be affected and shall remain in full force.

Source: Ordinance No. 22, Second Series  
Effective Date: January 5, 1993

Source: Ordinance No. 284, Second Series  
Effective Date: June 22, 2014

Thursday, March 7, 2024



GILLSON JASON KEITH  
45 E BOUNDARY ST  
ELY MN 55731

**NOTICE OF MAINTENANCE  
OF PRIVATE PROPERTY  
ELY CITY CODE § 10.22  
And/or  
UNSAFE BUILDINGS OR  
STRUCTURES,  
MINNESOTA RULES 1300.0180  
And /or  
MINNESOTA STATE FIRE CODE**

**Notice of Violation Parcel Number: 030-0070-00680**

Owners of Record: GILLSON JASON KEITH  
45 E BOUNDARY ST  
ELY MN 55731

HERMAN MARK D  
65780 GREAT RIVER RD  
JACOBSON MN 55752

Re: Your property located at 45 E BOUNDARY ST, ELY, MN 55731

Ladies and Gentlemen:

Please take **NOTICE** that on September 13th, 2023 your property at 45 E Boundary St. Street was first inspected after the dwelling had been subject to a fire.

**Due to the extent of fire damage and hazardous interior storage conditions, pursuant to City Code §10.22, Minnesota Rules 1300.0180 and the Minnesota State Fire Code;**

**We have determined that the dwelling is not safe for human habitation.**

Based on the conditions of the site, the dwelling has been Posted to Prevent Occupancy on September 14<sup>th</sup>, 2023 at 11:20 AM. This posting is to prevent the occupancy of the unsafe dwelling other than for cleanup and repair between the hours of 8:30AM and 4:00PM only.

If you believe that this order is based on an erroneous interpretation of City Code, State or Federal law, you may appeal the order by filing a written appeal within ten days.

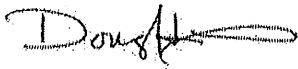
**NO OWNERSHIP TRANSFER.** While this Order is pending you may not transfer ownership of the property unless you provide a copy of this Order to the party to whom the transfer is made and notify the City prior to the transfer.

**EXECUTION OF THIS ORDER.** If you do not appeal the order, if you do not prevail on appeal, and if you do not comply with the conditions of the Order, the matter will be scheduled for a hearing before the City Council, at which hearing the City Council may remedy the conditions described above by hiring a contractor of the City's choosing and specially assess the costs of all repairs, staff time and administrative costs against the real estate. You will be given at least 10 days' notice of the hearing before the City Council.

If you cannot afford to remedy the conditions described and wish to take care of the matter as soon as possible you may agree to have the City contract for the work and assess the costs against the real estate as a special assessment. If you choose to do so, a written agreement will be prepared for your signature. Please contact me if you wish to enter into such an agreement.

Lastly, please be advised that failing to comply with this Order or appeal within the time prescribed may be charged as a misdemeanor criminal offense.

Respectfully,



Douglas K. Whitney, P.E. - Building Official No.1029  
City of Ely, Phone 612-598-4993

**Subd. 4. Deteriorated Structures.** In any area the existence of any structure or part of any structure which because of fire, wind, natural disaster, or physical deterioration is no longer habitable or useful for any other purpose for which it may have been intended or permitted or the deterioration of which has become a hazard to the general public or adjoining properties, shall not be allowed for a period longer than 6 months.

**Subd. 5. Vacated structures and vacant properties.** The owners of any dwelling which is unfit for human habitation, as determined by the enforcement officer in good faith, and the owner of any structure, garage or other outbuilding which has been vacant for a period of sixty (60) days or more shall make the dwelling or structure safe and secure by keeping the same securely locked, windows kept glazed or neatly boarded up and entrances and doorways provided with proper doors or, in the alternative, neatly boarded up and otherwise protected to prevent entrance, so that it is not hazardous to the health, safety, and welfare of the public, and does not constitute a public nuisance. Such shall be done in a manner which will be suitable to the general nature and character of the neighborhood including decorative effects and coloration such as will not make such structure present an offensive appearance to neighbors and in general accord with the area as far as its appearance may be concerned. Any such structure open at the doors and windows, if unguarded, shall be deemed to be a nuisance within the meaning of this ordinance. The owner of vacant lands shall make said lands safe and secure by barricading or fencing the property or the like, or by placing said lands in their natural unimproved condition and removing all dangerous conditions. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary. A vacant structure that is not secured against entry shall be deemed unsafe.

a) Restoration. The structure or equipment determined to be unsafe by the building official is permitted to be restored to a safe condition. To the extent that repairs, alterations or additions are made or a change of occupancy occurs during the restoration of the structure, such repairs alterations, additions or changes of occupancy shall comply with the requirements of Section 105.2.2 and Chapter 34 of the 2006 International Building Code.

**Subd. 6. Vacant Buildings: Exterior Property Areas.**

a) Sanitation. All exterior property areas and vacant areas shall be maintained in a clean and sanitary condition, safe and free from any hazardous condition, and free from any accumulation of refuse or garbage.

b) Free from pests. All exterior property areas and vacant areas shall be kept free from, rodents, vermin, or other pests, which are noxious or detrimental to the public health.

c) Junk automobiles. In any area not zoned for junkyards or salvage yards, the storage of junk automobiles is prohibited. For the purpose of this ordinance, the term "junk automobiles" shall include any motor vehicle, part of a motor vehicle, or former motor vehicles, stored in the open, which is not currently licensed for use upon the highways or the State of Minnesota, and is either: a) unusable or inoperable because of lack of, or defects in component parts; or b) unusable or inoperable because of damage from collision, deterioration, or having been cannibalized; or c) beyond repair and therefore not intended for future use as a motor vehicle; or d) being retained on the property for possible use of salvageable parts. This regulation is in addition to any zoning regulations.

**Subd. 7. Enforcement Officer.** The City Building Official of the City of Ely, the City Clerk-Treasurer, and the Chief of Police are appointed as the enforcement officers, and it is the enforcement officers' duty to enforce the provisions of this ordinance.

**Subd 8. Inspection of structures, vacant properties, generally.** The enforcement officer shall be authorized to make or cause to be made inspection to determine the condition of structures and premises and vacant properties in order to safeguard the health, safety, and welfare of the public. The enforcement officer, or his designated representative shall, with the permission of the owner, be authorized to inspect any vacant areas and the exterior areas of any premises, and the interior areas of structures at any reasonable time for the purpose of performing his duties under this ordinance. If the owner, operator, or person in possession of the structure shall refuse to consent to the inspection, and there is probable cause to believe that a violation exists on that premises, a search warrant may be obtained.

**Subd. 9. Duties of City Officers.** The Enforcement Officer(s) shall enforce the provisions of this Ordinance relating to blight and blighting factors and shall assist the other designated officer(s) in the enforcement of provisions relating to blight and blighting factors affecting public safety. Such officers shall have the power to inspect private premises and take all reasonable precautions to prevent the commission and maintenance of blight and blighting factors.

charges against such property under the statute and other pertinent statutes for certification to the County Auditor and collection along with current taxes the following year or in annual installments, not exceeding ten (10), as the Council may determine in each case.

**Subd. 12.** Public Complaints. In order to assist the City in investigating the existence of blight or blighting factors as defined in Subdivision 1 of this Section, complaints to the City of the existence of conditions which are believed to be blight may be submitted to the City Clerk or Chief of Police, in writing, and contain the following information:

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2. Signatures of all persons who own property adjoining the property having the alleged condition, or signatures of a majority of persons who own property located within 100 feet of the property having the alleged condition. For purposes of this Subdivision, the signature of one person who owns a parcel of land jointly with others shall be deemed the signature of all joint owners of that parcel.

**Subd. 13.** Failure to comply with any of the requirements of this Ordinance shall constitute a petty misdemeanor offense and upon the conviction thereof shall be punishable accordingly.

**Subd. 14.** City Code Chapter 1 entitled "General Provisions and Definitions Applicable to the Entire City Code Including Penalty for Violation" and Section 3.99 entitled "Violation a Misdemeanor" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

**Subd. 15.** Continuing Violation. Each week that any person continues in violation of this Section shall be a separate offense and punishable as such in the amount of \$100.00 per week.

**Subd. 16.** Severability. If any section, subdivision, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this ordinance shall not be affected and shall remain in full force.

Source: Ordinance No. 22, Second Series  
Effective Date: January 5, 1993

Source: Ordinance No. 284, Second Series  
Effective Date: June 22, 2014

Thursday, March 7, 2024



HERMAN MARK D  
65780 GREAT RIVER RD  
JACOBSON MN 55752

**NOTICE OF MAINTENANCE  
OF PRIVATE PROPERTY  
ELY CITY CODE § 10.22  
And/or  
UNSAFE BUILDINGS OR  
STRUCTURES,  
MINNESOTA RULES 1300.0180  
And /or  
MINNESOTA STATE FIRE CODE**

**Notice of Violation Parcel Number: 030-0070-00680**

Owners of Record: GILLSON JASON KEITH  
45 E BOUNDARY ST  
ELY MN 55731

HERMAN MARK D  
65780 GREAT RIVER RD  
JACOBSON MN 55752

Re: Your property located at 45 E BOUNDARY ST, ELY, MN 55731

Ladies and Gentlemen:

Please take **NOTICE** that on September 13th, 2023 your property at 45 E Boundary St. Street was first inspected after the dwelling had been subject to a fire.

**Due to the extent of fire damage and hazardous interior storage conditions, pursuant to City Code §10.22, Minnesota Rules 1300.0180 and the Minnesota State Fire Code;**

**We have determined that the dwelling is not safe for human habitation.**

Based on the conditions of the site, the dwelling has been Posted to Prevent Occupancy on September 14<sup>th</sup>, 2023 at 11:20 AM. This posting is to prevent the occupancy of the unsafe dwelling other than for cleanup and repair between the hours of 8:30AM and 4:00PM only.

If you believe that this order is based on an erroneous interpretation of City Code, State or Federal law, you may appeal the order by filing a written appeal within ten days.

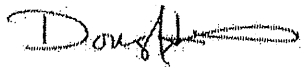
**NO OWNERSHIP TRANSFER.** While this Order is pending you may not transfer ownership of the property unless you provide a copy of this Order to the party to whom the transfer is made and notify the City prior to the transfer.

**EXECUTION OF THIS ORDER.** If you do not appeal the order, if you do not prevail on appeal, and if you do not comply with the conditions of the Order, the matter will be scheduled for a hearing before the City Council, at which hearing the City Council may remedy the conditions described above by hiring a contractor of the City's choosing and specially assess the costs of all repairs, staff time and administrative costs against the real estate. You will be given at least 10 days' notice of the hearing before the City Council.

If you cannot afford to remedy the conditions described and wish to take care of the matter as soon as possible you may agree to have the City contract for the work and assess the costs against the real estate as a special assessment. If you choose to do so, a written agreement will be prepared for your signature. Please contact me if you wish to enter into such an agreement.

Lastly, please be advised that failing to comply with this Order or appeal within the time prescribed may be charged as a misdemeanor criminal offense.

Respectfully,



Douglas K. Whitney, P.E. - Building Official No.1029  
City of Ely, Phone 612-598-4993



**Subd. 4.** Deteriorated Structures. In any area the existence of any structure or part of any structure which because of fire, wind, natural disaster, or physical deterioration is no longer habitable or useful for any other purpose for which it may have been intended or permitted or the deterioration of which has become a hazard to the general public or adjoining properties, shall not be allowed for a period longer than 6 months.

**Subd. 5.** Vacated structures and vacant properties. The owners of any dwelling which is unfit for human habitation, as determined by the enforcement officer in good faith, and the owner of any structure, garage or other outbuilding which has been vacant for a period of sixty (60) days or more shall make the dwelling or structure safe and secure by keeping the same securely locked, windows kept glazed or neatly boarded up and entrances and doorways provided with proper doors or, in the alternative, neatly boarded up and otherwise protected to prevent entrance, so that it is not hazardous to the health, safety, and welfare of the public, and does not constitute a public nuisance. Such shall be done in a manner which will be suitable to the general nature and character of the neighborhood including decorative effects and coloration such as will not make such structure present an offensive appearance to neighbors and in general accord with the area as far as its appearance may be concerned. Any such structure open at the doors and windows, if unguarded, shall be deemed to be a nuisance within the meaning of this ordinance. The owner of vacant lands shall make said lands safe and secure by barricading or fencing the property or the like, or by placing said lands in their natural unimproved condition and removing all dangerous conditions. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary. A vacant structure that is not secured against entry shall be deemed unsafe.

a) Restoration. The structure or equipment determined to be unsafe by the building official is permitted to be restored to a safe condition. To the extent that repairs, alterations or additions are made or a change of occupancy occurs during the restoration of the structure, such repairs alterations, additions or changes of occupancy shall comply with the requirements of Section 105.2.2 and Chapter 34 of the 2006 International Building Code.

**Subd. 6.** Vacant Buildings: Exterior Property Areas.

a) Sanitation. All exterior property areas and vacant areas shall be maintained in a clean and sanitary condition, safe and free from any hazardous condition, and free from any accumulation of refuse or garbage.

b) Free from pests. All exterior property areas and vacant areas shall be kept free from, rodents, vermin, or other pests, which are noxious or detrimental to the public health.

c) Junk automobiles. In any area not zoned for junkyards or salvage yards, the storage of junk automobiles is prohibited. For the purpose of this ordinance, the term "junk automobiles" shall include any motor vehicle, part of a motor vehicle, or former motor vehicles, stored in the open, which is not currently licensed for use upon the highways or the State of Minnesota, and is either: a) unusable or inoperable because of lack of, or defects in component parts; or b) unusable or inoperable because of damage from collision, deterioration, or having been cannibalized; or c) beyond repair and therefore not intended for future use as a motor vehicle; or d) being retained on the property for possible use of salvageable parts. This regulation is in addition to any zoning regulations.

**Subd. 7.** Enforcement Officer. The City Building Official of the City of Ely, the City Clerk-Treasurer, and the Chief of Police are appointed as the enforcement officers, and it is the enforcement officers' duty to enforce the provisions of this ordinance.

**Subd 8.** Inspection of structures, vacant properties, generally. The enforcement officer shall be authorized to make or cause to be made inspection to determine the condition of structures and premises and vacant properties in order to safeguard the health, safety, and welfare of the public. The enforcement officer, or his designated representative shall, with the permission of the owner, be authorized to inspect any vacant areas and the exterior areas of any premises, and the interior areas of structures at any reasonable time for the purpose of performing his duties under this ordinance. If the owner, operator, or person in possession of the structure shall refuse to consent to the inspection, and there is probable cause to believe that a violation exists on that premises, a search warrant may be obtained.

**Subd. 9.** Duties of City Officers. The Enforcement Officer(s) shall enforce the provisions of this Ordinance relating to blight and blighting factors and shall assist the other designated officer(s) in the enforcement of provisions relating to blight and blighting factors affecting public safety. Such officers shall have the power to inspect private premises and take all reasonable precautions to prevent the commission and maintenance of blight and blighting factors.



charges against such property under the statute and other pertinent statutes for certification to the County Auditor and collection along with current taxes the following year or in annual installments, not exceeding ten (10), as the Council may determine in each case.

**Subd. 12.** Public Complaints. In order to assist the City in investigating the existence of blight or blighting factors as defined in Subdivision 1 of this Section, complaints to the City of the existence of conditions which are believed to be blight may be submitted to the City Clerk or Chief of Police, in writing, and contain the following information:

1. The complete address of the property upon which the alleged blight or blighting factor exists and the conditions which the complainant believes to be blight or a blighting factor; and

2. Signatures of all persons who own property adjoining the property having the alleged condition, or signatures of a majority of persons who own property located within 100 feet of the property having the alleged condition. For purposes of this Subdivision, the signature of one person who owns a parcel of land jointly with others shall be deemed the signature of all joint owners of that parcel.

**Subd. 13.** Failure to comply with any of the requirements of this Ordinance shall constitute a petty misdemeanor offense and upon the conviction thereof shall be punishable accordingly.

**Subd. 14.** City Code Chapter 1 entitled "General Provisions and Definitions Applicable to the Entire City Code Including Penalty for Violation" and Section 3.99 entitled "Violation a Misdemeanor" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

**Subd. 15.** Continuing Violation. Each week that any person continues in violation of this Section shall be a separate offense and punishable as such in the amount of \$100.00 per week.

**Subd. 16.** Severability. If any section, subdivision, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this ordinance shall not be affected and shall remain in full force.

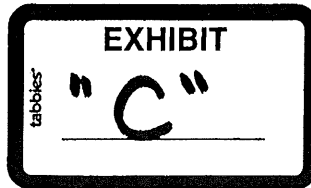
Source: Ordinance No. 22, Second Series

Effective Date: January 5, 1993

Source: Ordinance No. 284, Second Series

Effective Date: June 22, 2014

Tuesday, March 26, 2024



**NOTICE OF MAINTENANCE  
OF PRIVATE PROPERTY  
ELY CITY CODE §10.22 AND/OR  
UNSAFE BUILDINGS OR STRUCTURES  
MINNESOTA RULES 1300.0180 AND/OR  
MINNESOTA STATE FIRE CODE**

JASON GILLSON  
45 E. BOUNDARY ST.  
ELY, MN 55731

MARK HERMAN  
65780 GREAT RIVER RD.  
JACOBSON, MN 55752

**NOTICE OF VIOLATION Parcel Number: 030-0070-00680  
10 days' notice of City Council Hearing**

Owner of Record: Jason Keith Gillson and Mark D. Herman

**Re: Your property located at: 45 E. Boundary St., Ely, MN 55731**

Ladies and Gentlemen:

Please take NOTICE pursuant to Ely City Code Section 10-22 Subdivision 10 Abatement, a City Council Hearing has been scheduled to determine or abate blight or blighting factors at the property located at: 45 E. Boundary St., Ely, MN 55731. This hearing will take place on April 16, 2024, at 5:15 pm in the City Council Chambers at 209 E. Chapman St., Ely, MN 55731.

The blight abatement to be considered at the Council Hearing:

See attached exhibit "A"

Respectfully,

A handwritten signature in black ink, appearing to be "Kelly M. Klun".

Kelly M. Klun  
Attorney for the City of Ely



**Arbor Day Foundation®**

211 N. 12th Street • Lincoln, NE 68508 • 888-448-7337 • arborday.org

*We inspire people to plant, nurture, and celebrate trees.*

Mayor Heidi Omerza  
209 E Chapman St  
Ely, MN 55731

RECEIVED  
APR 11 2024  
BY: .....

Dear Tree City USA Community Member,

On behalf of the Arbor Day Foundation, I'm thrilled to congratulate Ely on earning recognition as a 2023 Tree City USA. Residents of Ely should be proud to live in a community that makes the planting and care of trees a priority.

Founded in 1976, Tree City USA is a partnership between the Arbor Day Foundation, the U.S. Forest Service, and the National Association of State Foresters. Ely is part of an incredible network of more than 3,600 Tree City USA communities nationwide, with a combined population of 155 million.

Over the last few years, the value and importance of trees has become increasingly clear. Cities and towns across the globe are facing issues with air quality, water resources, personal health and well-being, and energy use. Ely has taken steps to create to a brighter, greener future.

We hope you are as excited as we are to share this accomplishment with your local media and your residents. Enclosed in this packet is a press release for you to distribute at your convenience.

We're excited to celebrate your commitment to the people and trees of Ely. Thank you, again, for your efforts.

Best Regards,

Dan Lambe  
Arbor Day Foundation Chief Executive

FOR IMMEDIATE RELEASE

Contact:

Jasmine Putney  
Arbor Day Foundation  
402-216-9307  
[jputney@arborday.org](mailto:jputney@arborday.org)

## Arbor Day Foundation Names Ely a 2023 Tree City USA®

LINCOLN, Nebraska (4/2/2024) – Ely was named a 2023 Tree City USA by the Arbor Day Foundation to honor its commitment to effective urban forest management.

Ely achieved Tree City USA recognition by meeting the program's four requirements: maintaining a tree board or department, having a tree care ordinance, dedicating an annual community forestry budget of at least \$2 per capita, and hosting an Arbor Day observance and proclamation.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

“Tree City USA communities see the positive effects of an urban forest firsthand,” said Dan Lambe, chief executive of the Arbor Day Foundation. “The trees being planted and cared for by Ely are ensuring that generations to come will enjoy to a better quality of life. Additionally, participation in this program brings residents together and creates a sense of civic pride, whether it’s through volunteer engagement or public education.”

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, energy use, and extreme heat and flooding. Ely is doing its part to address these challenges for residents both now and in the future.

More information on the program is available at [arborday.org/TreeCityUSA](http://arborday.org/TreeCityUSA).

### **About the Arbor Day Foundation**

Founded in 1972, the Arbor Day Foundation has grown to become the largest nonprofit membership organization dedicated to planting trees, with more than one million members, supporters and valued partners. Since 1972, almost 500 million Arbor Day Foundation trees have been planted in neighborhoods, communities, cities and forests throughout the world. Our vision is to lead toward a world where trees are used to solve issues critical to survival.

As one of the world's largest operating conservation foundations, the Arbor Day Foundation, through its members, partners and programs, educates and engages stakeholders and communities across the globe to involve themselves in its mission of planting, nurturing and celebrating trees. More information is available at [arborday.org](http://arborday.org).

# The Pulse

## EBCH Member Update

March 2024

After a short pause since the annual meeting and the busy holiday season, we are pleased to send you our first edition of *The Pulse* for 2024!

### MEET OUR NEWEST BOARD MEMBERS



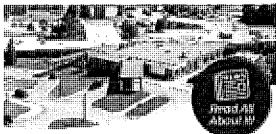
**STEPHEN PETERSON SR** is a retired senior loan officer with the Entrepreneur Fund who resides in Babbitt, MN. He brings over twenty years of Board experience, including serving on the Laurentian Chamber, Tower EDA, IRRR Technical Advisory, and Miller Dwan Hospital Boards. Continuing education is important to Stephen, and he has completed courses, including Blandin's Community Leadership Program and Core Four Business Planning.

**RIANA HEGMAN** is a third-generation "Elyite" who understands the importance of having a local Critical Access Hospital. Currently, the Network Director of the Ely Behavioral Health Network, Riana, has seen first-hand the innovation that can happen within healthcare when organizations collaborate to support their communities. It is with that spirit that she proudly joins the EBCH Board. Riana is excited to help EBCH remain an exemplary employer and the local healthcare leader for the communities we serve.



**ROB WILMUNEN** is an Ely graduate who holds a B.S. Degree in Mechanical Engineering from the University of MN. Since 1997, Rob has worked at United States Steel Corporation as a Project Manager. He brings a vast knowledge of capital projects and equipment acquisitions to the Board. Committed to the Ely community, Rob has served for twenty-five years as the City of Ely Public Works Commissioner.

Update your contact information to stay informed about EBCH and the Ely Health and Hospital Foundation. Contact Mary Wognum at 218-365-8751. Provide your email address so you can receive an electronic copy of *The Pulse*.



**THIS JUST IN!**  
New Hospital Connection is posted.

Weekly healthcare happenings from your team at **EBCH**

EBCH has started a new weekly ad feature called *Hospital Connection* in the Ely Echo and Timberjay newspapers. It is a Q&A-style ad that focuses on local, state, and national healthcare topics each week. Each week's post can also be found on our website at <https://www.ebch.org/community-health/hospital-connection>



ELY COMMUNITY RESOURCE, INC.  
QUARTERLY PROGRESS REPORT  
Quarter 1  
January 1 - March 31, 2024

*THANK YOU FOR SUPPORTING ECR PROGRAMS.  
YOU ARE HELPING TO MAKE ELY  
A GREAT PLACE TO GROW UP!*

UPCOMING ACTIVITIES & EVENTS: MARK YOUR CALENDAR...and check out our NEW website  
[www.elycommunityresource.org](http://www.elycommunityresource.org).

Sign up here for a weekly update of opportunities for kids and families through ECR:  
<http://eepurl.com/igm6DX>

**Mission of ECR:** to foster positive youth development through activities designed to increase self-esteem, build a sense of community, and provide positive adult relationships that allow effective interventions.

**Vision:** to be a primary resource to Ely area youth and to help in building a community equipped to make ELY A GREAT PLACE TO GROW UP!

**April 4 - AGE to age Listening Session** to provide input for future programs and activities for multigenerational fun! All are invited. Conversation with supper at 5:30 PM at the ECR Office.

**April 8 - Trauma Informed Practice** - Training for all ECR Staff. After studying the research on ACES, this is the next step in learning and using proven-effective evidence-based methods in our youth programs.

**Saturday, April 20 - ECR's Annual Celebration of Artful Living in Ely!** Once again, local painters, woodworkers, outfitters, bakers, knitters, jewelry makers, quilters, area museums, sewers, service providers, and phenomenal hosts/hostesses have all contributed so generously again! After a 4-year online version, we are thrilled to be in-person again - and we're excited for a **new venue at Ely's Historic State Theater**. Doors open at 5:00 PM for viewing and appetizers, with the Live Auction starting at 6:00. Look for signs indicating convenient parking close to the theater!

**Saturday, April 27 - Arbor Day Celebration!** Together with the Ely Tree Board, we'll gather at Whiteside Park to learn about developments in Ely's Tree City project and work as a team of concerned citizens to take care of newish plantings around town. This has become a wonderful family tradition of mulching new shade and fruit trees followed by a very fun lunch gathering at the Presbyterian Church.

**May 21 - Key Club Walk for Water** to celebrate Earth Day. All are invited! Meet at the Trezona Trail parking lot at 2:00 PM. Our Ely Key Club has joined Key Clubs around the world in this annual fundraiser to build local wells for people who don't have clean water. The Thirst Project was started by students over 10 years ago, and in that time have helped give clean water to more than 514,427 people in 13 countries. In certain African countries, the average hike to fetch water is 3.75 miles. Our Key Club hosts this walk around the 3.78-mile Trezona Trail to really understand their lives.



Their tradition has inspired the 4<sup>th</sup> graders to do their own Walk for Water on the school playground the next day.

**Monday, April 29 - Ely Key Club Blood Drive at Ely Memorial High School - 10:00 AM to 5:00 PM.** Sign up at [www.mbc.org/searchdrives](http://www.mbc.org/searchdrives) using the sponsor code 0812.

**Sunday, May 26 - "Memorial Day" movie at Ely's Historic State Theater** featuring Ely native Mary Kay Fortier Spaulding! The Wolf Pack Afterschool kids are creating a special artwork for this event to honor veterans and seniors, while celebrating Mary Kay's art. What an interesting new way to celebrate Veteran's Day!

**May 30 - Last day of school for students, followed by Graduation Day on May 31.**

**ECR Summer Youth Programs will "dovetail" with Summer School in the Elementary School** once again. Because of changes in our grant funding and a training we'll do in June, dates are not solid yet; stay tuned with our weekly newsletter: <http://eepurl.com/igm6DX>

**June 3-7 and June 17-21 - Boundary Waters Canoe Trips for Middle and High School students. Have an adventure!** Email [ryan@elycommunityresource.org](mailto:ryan@elycommunityresource.org) for details.

### **SPECIAL ACTIVITIES THAT TOOK PLACE FOURTH QUARTER**

**January 4 - Chess Club began!** 4:00 - 6:00 at the Rec Center every week. All ages and skill levels were welcome, and master facilitator Josh Forsman had fun learning tools. We hope to offer it again.

**January 6 - Ice was finally ready at the Rec Center.** "It's Finally Winter" bonfire and s'mores after the varsity hockey game kicked off the much-anticipated skating season.

**January 19-21<sup>st</sup> - Disney's Frozen - The Broadway Musical at Ely High School!** Wow; was it fabulous!

**January 26<sup>th</sup> - ECR Staff evaluation training in Duluth.** As part of our relationship with Ignite Afterschool, we are collaborating with youth programs in Duluth working on Continuous Program Improvement.

**February 2 - Ely Winter Festival Kick Off Spaghetti Dinner at St. Anthony's Church.** St. Anthony's so generously offers use of their wonderful space for this annual ECR fundraiser, and Chef Brett Ross once again created his famous sauce. As always, it was a wonderful time to connect with friends and enjoy conversation with the carvers as they took a break from their snow sculpting.

**February 8 - 11<sup>th</sup> - Ely Film Festival.** The organizers generously make opportunities for students to participate. It's a highlight of the winter! With help from Jacob White, this year's Video Production Club created a very inspiring rendition of the Sisyphus myth that was shown to large audiences more than once!

**February 14 - The culmination of the A Valentine is Special Project!** Evelyn Kuzma's now-annual idea for community caring! Families at home, classrooms at school, and the Wolf Pack Afterschool kids all created beautiful hand-made Valentine cards for elders at Carefree Assisted Living in Ely and Babbitt, the Boundary Waters Care Center, and Northwoods Partners "family". The Afterschool kids had fun walking them over to the Ely residents on Valentine's Day itself. So fun!

## 1ST QUARTER PROGRAMS/ACTIVITIES:

### KEY CLUB YOUTH LEADERSHIP PROGRAM

- **15 students have been active this school year.** They seek opportunities to better the lives of their neighbors near and far. They are reliable and exhibit outstanding follow-through.
- **Activities this quarter:** Officers this year are President: Lauren Rehbein, Vice-President: Carena DeBeltz, Secretary: Rachel Carter, Treasurer: Margaret Fetterer, Editor: Ava Sundell, Instagram Coordinator: Ava Skustad. In February, the club held their traditional Valentine's Hearts Delivery to raise money for the American Heart Association and added a special Heart Health event with physical education teachers to educate students. In March, the members spent an afternoon with memory care residents at Carefree Living to work together on an art project. Starting in February, the club started volunteering at the Food Shelf every month. They plan to continue through the summer months, as well.
- **Future projects** plan include The Walk for Water and Blood Drive in April, and the second annual Mental Health Fair in May.
- The group has been **working on teamwork and cohesion** so far this school year. They meet every Tuesday at the ECR office.
- **Leadership skills and team building** are Club goals. Club members are serious about learning and practicing a variety of skills that help to make teams truly work.
- **Jill Nocera-Swanson is our club advisor.**
- **Ely Kiwanis Club** supports the Club's efforts through their effective role modeling of community action. In March, the club officers reported about their projects at a Kiwanis breakfast.

### MENTORING YOUTH PROGRAM

- **Call 365-5254 if you are interested in becoming a mentor for youth in Ely! The mentor role is tremendously rewarding.**
- **Mentors and mentees** meet as pairs every week and as a group monthly or more often.
- **Special activities this quarter** included a dinner and training session on motivational interviewing. The relationships developing are supporting social skills and sense of belonging.
- **Ryan Stewart, our Family Resource Facilitator, is point person for Mentoring.** Using advice from MENTOR Minnesota, our mentor group has expanded and 10 pairs are creating inspiring relationships.
- **A promising new activity is peer mentoring.** Focused on academics and organizational habits, middle school mentees are gaining skills and confidence through (often) daily attention and ongoing supportive relationships with their high school mentors. **Jill Swanson organizes these helpful connections.**

### SPECIAL INTEREST CLUBS

- **Game Club, Outdoor Club, Video Production Club** have proven popular, individually fulfilling, and a great community and confidence builder. Outdoor Club happens every Wednesday from 3:00-5:30, and Game Night happens every Friday from 3:00-5:30. Both are based at the Rec Center. Our dogsledding adventure for Outdoor Club had to be cancelled because of lack of snow. The group has practiced campfire building skills, map & compass, and wilderness first aid. The Video Production Club, with Jacob White's help, created a very impressive movie "short" that was shown at the Ely Film Festival. 24 students have participated in one or more of these clubs this quarter.

### FAMILY RESOURCES

- **Family Resource Facilitator: Ryan Stewart works with students and their families.** In collaboration with school staff and other care facilitators, he reaches out to families as needs



arise. ECR can help with information about and access to support groups, access to basic needs, and can help do the legwork to connect families with outside-the-school resources needed to support their children. This effort is supported by the Community Care Team and Behavioral Health Network—and it adds a “helping hand” for school staff.

### **IN-SCHOOL HOMEWORK HELP in Middle School/High School**

- **ECR Staff** help students who are working to catch up on homework, find a quiet place to study, or calm themselves. **Jill and/or Ryan** are available in the ECR Room to provide help and a quiet space. Teachers support the effort by helping our staff understand what each student needs to do to “catch up”. It has become a good place for students feeling a need for emotional support as well as academic support. Currently, teachers are stepping up to structure identification of need and outlining steps we can take to help individuals make progress. These connections are a key for student success. **69 students were served in Q1.**

### **WOLF PACK AFTERSCHOOL PROGRAM**

- **Every day afterschool, K-5<sup>th</sup> graders are invited to join their classmates for homework help and reading, math, and spelling practice. 2:50-5:30.**
- **In recognition of the benefit** students are getting from time spent afterschool, the school has set aside 3 class rooms so the groups have a good place to “settle” and concentrate. In addition, they’ve also provided games and other tools.
- **50 students are divided into groups--K-1<sup>st</sup> graders, 2<sup>nd</sup>-3<sup>rd</sup> graders, and 4<sup>th</sup> & 5<sup>th</sup> graders.** Each age group spends 40-60 minutes on homework and/or reading assignments in a quiet space. The rest of the time is divided between indoor and outdoor interactive games and problem-solving challenges, as well as art projects. Monday-Friday; a snack is provided.
- **Afterschool field trips scattered around on the calendar highlight our community.** Students have learned so much from generous adults in Ely who have taught them about what makes our community tick! Early release Wednesdays are great for these opportunities.
- **Feedback from parents is good.** Outcomes noted by parents include reading progress, social skills development, and attachment to school or a genuine sense of belonging. We know the **students are enjoying the program** because they frequently negotiate with their parents for a later pick-up time! Good, supportive friendships are developing.
- **Volunteer tutors are welcome at Homework Club.** Call us if you’d like to help; the relationships that develop through noticeable academic improvement are priceless: 365-5254.
- **Jane Dandron and Lauren Porthan head up this program.** 7 hourly staff help out.

### **READING PROGRAMS**

- **Northland Foundation AGE to age funding** has provided support for Reading Pals, which offers volunteer adult “pals” to help elementary students practice reading skills and for purchasing books.
- **Free Little Libraries** can be found at the ECR Office and the Children’s Garden across from Carefree Assisted Living. Several families visit often--to take new titles home and often leave their own books for others to enjoy.
- **Inchy the Book Worm Vending Machine** is still a big hit. The new “expanded” Ely PTO has requested that we add books and opportunities for middle schoolers. “Golden Coins” are awarded by teachers for acts of kindness, improved homework, or responsible behavior. The books are replenished by friends who donate through Scholastic Publishing and other means, including enthusiastic garage sale shopping!
- **Maud Hart Lovelace Book Awards** - ECR and Madeline Olson, school media specialist, are working together to support book clubs that are participating in the competition. The students voted in March; waiting to hear the results! Erin Soderberg’s When Life Gives You Lemons, Make Peach Pie was a nominee, and she thrilled the students with a visit to school!

## **HOMEWORK HELP IN MIDDLE AND HIGH SCHOOL**

- **Available Tuesday through Thursday. Wednesday early release creates a 2:00-3:00 spot for athletes to finish homework before practice (others can stay until 4:00), and the other days run 2:50-4:00 PM.** Jill Swanson is there every day and is often joined by Jeff Kemmer and/or Anna Thompson—all are expert help with math and science! A snack is provided.
- **43 students are signed up,** and they join us when they have homework.

## **ELY RECREATION CENTER PROGRAMS**

- **ECR staffs the Rec Center for youth activities for kids in grades 5-12.** Occasionally it won't be open because someone else has rented it.
- **Game Room is open afterschool and weekends. A calendar is maintained at:** <https://www.ely.mn.us/reccenter>
- **Steve Lampman, Abby Dare and other ECR staff** will maintain regular hours when not rented by someone else. **Thursday 3:00-8:00, Friday 3:00-8:00, Saturday 3:00-8:00, Sunday 1:00-6:00.**
- **City Staff made the ice great whenever possible in Q1!**

## **WATER PROJECT - Middle and High School Students**

- **For 8 years, students have participated in research projects involving our lakes, rivers, and streams.** Collaboration with the Burntside Lake Association and their St. Louis County AIS grant, Lake County Soil & Water District, US Forest Service, MN DNR, University of Minnesota, and now WICOLA, the MPCA, and MAISRC has been a great experience for our kids. The Water Project has proven to be a great way for students to learn about plant and animal relationships in our local ecosystem, environmental concerns, and research thought processes, methods, and careers. The goal is to provide students with opportunities, through their experiences and knowledge, to positively influence others and the future they are inheriting. The Water Project received the MN Citizen Conservation Award in 2022 from the DNR and MN Soil & Water Conservation Districts. K - 12 students participate.
- **Rusty Crayfish trapping** has continued on the Burntside River throughout the 8 years. Spiny waterflea research on Burntside Lake ended when UMD researchers ended their mitigation study.
- **New efforts last summer included Shagawa Lake water sampling to test for environmental DNA.** The University of Minnesota will use these "eDNA" samples to determine the presence or absence of aquatic invasive species. Very exciting technology!
- **After winning the state award for citizen science, our crew has learned from the WICOLA group** about water quality affected by tributaries of the White Iron chain of lakes.
- **Summer 2024** is all set with additional exciting projects using cool technology and relationships with professionals. Details coming soon!

## **BUDDY BACKPACKS**

- **United Way of Northeast Minnesota** partnership is still strong. Every weekend during the school year, kids who need it bring home shelf-stable, easy-to-prepare food. Head Start through 12<sup>th</sup> grade students are served.
- **Zup's Foods** SO generously provides fresh fruit each week once again.
- **This program is immensely appreciated by students who receive the backpacks.**

## **ELY AGE TO AGE - NORTHLAND FOUNDATION**

- In the original series of 6 meetings, the group's vision of Ely after engaging in the AGE to age activities we choose is: **Youth and adults have mutually supportive relationships creating personal fulfillment and common good in Ely. AGE to age funds have supported our**

**projects for 8+ years!** We are very grateful for the inspiration and encouragement this Northland Foundation program provides for intergenerational efforts we'd like to continue.

- **New activities coming**--look for community-generated new ideas in the upcoming grant cycle!

#### **OUR PARTNERS IN DELIVERY & AFFILIATIONS—THANK YOU**

- Ely Schools, Ely Community Ed
- City of Ely - Parks & Recreation + Ely Public Library
- Northland Foundation
- Ely Kiwanis
- Ely Rotary + Interact Club
- United Way of Northeastern MN
- Ely Field Naturalists
- Ely Garden Club
- Voyageur Outward Bound School
- Northern Tier High Adventure Base - Boy Scouts of America
- YMCA Camp Northern Lights
- YMCA Camp Widjiwagan
- Ely Area Community Care Team
- Ely Area Behavioral Health Network/Wellbeing Development
- Minnesota Department of Education/Ignite After School/Youthprise
- Minnesota Department of Public Safety Office of Justice Programs
- Youth Intervention Program Association, YIPA Legislative Committee
- True North AmeriCorps - Duluth Y
- Burntside Lake Association and Ely Area Invasives Team
- Lake and St. Louis County Soil & Water Conservation Districts
- Ely AAUW and EMPOWER

#### **2023 PROGRAM FUNDING & IN-KIND RESOURCES—THANK YOU:**

- Tara Boerst is volunteering to design and manage our website! (How did we get so lucky?)
- Ely Community Education and ISD 696
- City of Ely
- Town of Morse
- Fall Lake Township
- City of Winton
- United Way of Northeastern Minnesota
- St. Louis County Public Health and Human Services
- Minnesota Dept of Public Safety, Office of Justice Programs—Youth Intervention Program
- Minnesota Dept of Education/Ignite After School/Youthprise, Believe and Build After School
- Northland Foundation
- Ely Kiwanis Club
- Ely Rotary Club
- Annual ECR Auction Fundraiser - A Celebration of Artful Living in Ely
- Annual Winter Festival Spaghetti Dinner
- Burntside Lake Association/North St. Louis County Soil & Water Conservation District
- Lake County Soil & Water Conservation District
- Zup's Food Market Weekly + Burgers & Brats
- E. Chapman Properties
- Spirit of the Wilderness Outfitters
- Friends of the Boundary Waters No Boundaries to the Boundary Waters Program
- Northeast Minnesotans for Wilderness
- Piragis Northwoods Company Bookstore & Outfitting
- Spirit of the Wilderness Outfitters
- Ely Outfitting Company



- Area Churches
- Generous donations by Individuals and Local Organizations in our community
- Generous donations from Summer Residents of our Ely community

**OUR SINCERE THANKS TO OUR VOLUNTEER TUTORS, READING PALS, AND MENTORS:**

This quarter, our volunteers and mentors included Lauren Rehbein, Liz Schendel, Francine Zobitz, Linda Wiedmann, Bill Tefft, Jordyn Stocks, Todd Crego, Curt Laine, Jeff Kemmer, Anna Thompson, Marisa Haraldson, Linda Sutton, Madden Reed, Anna Heil, Bernie Dusich, Zack Huberty, Steffi Huberty, Henry Hark, Nick Roth, Jaime Brennan, Laura Trout, Brian Trout, Kristine Woerheide, Chella Beakes, Sandy Sykora, Lily Carstensen, Carley Martin, Claudia McBride.

**BOARD OF DIRECTORS 2023:**

Wende Nelson, Chair  
 BJ Kobierski, Vice Chair  
 Jodi Chaffin, Secretary  
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 Jackie Hartleben  
 Steve Lampman  
 Elaina Swanson  
 Maggie Ament

Ryan Stewart  
 Julie Hignell  
 Tenille Flegel  
 Ava Fix  
 Libby Koski

Jane Dandron  
 Lauren Porthan  
 Paula Hill  
 Lilyan Kostka  
 Haley Hopkins

Left to Right: Sledding after spring storm, Solo & journal time at Outdoor Club

Warm spring day on the playground before the spring storm,

Reading Pals, Spring Parade to Carefree Living in creative cardboard costumes







**City of Ely  
Bills List for Council Meeting on  
4/16/2024**

<b>March/Apr Gen Gov Bills List</b>	<b>152,712.50</b>
<b>March/Apr Enterprise Bills List</b>	<b>353,970.35</b>
	<b><u>\$ 506,682.85</u></b>

Check Issue Date	Check Number	Payee	Amount	Description
04/02/2024	68912	EUC -WATER & LIGHT DEPT	25,787.63	UTILITIES
04/12/2024	68913	ACE HARDWARE	57.95	OPERATING SUPPLY
04/12/2024	68914	AE2S, LLC	13,012.43	MERCURY PROJECT
04/12/2024	68915	ALLIED GENERATORS	1,209.93	REPAIR/MAIN
04/12/2024	68916	ARSL	50.00	DUES/SUBS
04/12/2024	68917	BAKER & TAYLOR BOOKS	439.83	BOOKS
04/12/2024	68919	CENTER POINT LARGE PRINT	25.50	BOOKS
04/12/2024	68920	DALCO ENTERPRISES, INC	1,405.77	OPERATING SUPPLY
04/12/2024	68921	ELY ECHO	366.00	OPERATING SUPPLY
04/12/2024	68922	ESSENTIA HEALTH	570.00	
04/12/2024	68923	EZ CITATION	277.97	COMPUTERS
04/12/2024	68924	FAMILY HANDYMAN	20.00	DUES/SUBS
04/12/2024	68925	FASTENAL	1,376.52	REPAIR/MAIN SUPPLY
04/12/2024	68926	FERRELLGAS	7,036.46	CITY HALL HEATING
04/12/2024	68927	G MEN	802.69	REFUSE/GARBAGE
04/12/2024	68928	GOPHER STATE ONE-CALL	5.40	TELEPHONES
04/12/2024	68929	GRAINGER	81.65	OPERATING SUPPLY
04/12/2024	68930	JPJ ENGINEERING INC	335.00	FIRE APP. BLD
04/12/2024	68931	LOOKOUT BOOKS	286.47	BOOKS
04/12/2024	68932	LOW IMPACT EXCAVATORS INC	23,589.51	EAST END DEVELOPMENT
04/12/2024	68933	MATHER RECYCLING	200.00	TOWING
04/12/2024	68935	METRO SALES INC.	774.27	COMPUTERS
04/12/2024	68936	MIDWEST TAPE	635.98	AUDIO/VISUAL
04/12/2024	68937	MN POWER	233,169.96	PURCHASE OF ELEC
04/12/2024	68938	NORTH SHORE ANALYTICAL INC	1,220.00	CHEM/CHEM PRODUCTS
04/12/2024	68940	OLSON, COURTNEY	655.03	UNIFORM ALLOWANCE
04/12/2024	68941	QUILL CORPORATION	642.81	
04/12/2024	68942	ST LOUIS COUNTY PUBW DEPT	24,042.58	JOINT USE FACILITY
04/12/2024	68943	ST LOUIS COUNTY PUBW DEPT	476.23	VECH. MAIN
04/12/2024	68944	STATE INDUSTRIAL PRODUCTS	256.97	OPERATING SUPPLY
04/12/2024	68945	TASTE OF HOME	41.85	DUES/SUBS
04/12/2024	68946	TREEHOUSE BROADBAND	255.00	COMPUTERS
04/12/2024	68947	USA BLUE BOOK	45.56	DISTRUBUTION
04/12/2024	68948	WESCO RECEIVABLES CORP	1,057.45	ELEC. LINE EQUIP
04/12/2024	68949	ZIEGLER INC	43.52	VECH. MAIN
04/12/2024	68950	ZIXCORP SYSTEMS	55.50	COMPUTERS
04/01/2024	105373	KLUN LAW FIRM P.A.	5,166.66	MONTHLY RETAINER
04/01/2024	105374	TODD CREGO	1,750.00	CONTRACTED SERVICES
04/01/2024	105377	J&A ENTERPRISES	6,297.35	CONTRACTED SERVICES
04/01/2024	105378	CALLEN, RYAN	150.08	TRAVEL/TRAINING
04/01/2024	105379	OMERZA, HEIDI	670.00	TRAVEL/TRAINING
04/02/2024	105381	ROY, BRADLEY	100.00	TRAVEL/TRAINING
04/03/2024	105383	ALTEC INDUSTRIES, INC	261.48	REPAIR/MAIN SUPPLY
04/03/2024	105384	ANSWERLIVE LLC	68.75	TELEPHONES
04/03/2024	105385	AQUA-PURE INC	8,562.80	CHEM/CHEM PRODUCTS
04/03/2024	105386	ASPEN MILLS	1,593.24	UNIFORM ALLOWANCE
04/03/2024	105387	AT&T MOBILITY	1,177.17	TELEPHONES
04/03/2024	105388	CANNON TECHNOLOGIES	6,263.00	COMPUTERS/SOFTWARE
04/03/2024	105389	CARROT-TOP INDUSTRIES	371.80	OPERATING SUPPLY
04/03/2024	105390	COALITION OF GREATER MN CITIES	85.00	TRAVEL/TRAINING
04/03/2024	105391	FRONTIER	36.00	TELEPHONES
04/03/2024	105392	FRONTIER ENERGY, INC	384.25	CIP
04/03/2024	105393	G MEN	163.55	REFUSE/GARBAGE DISPOSAL
04/03/2024	105394	GRAINGER	362.72	OPERATING SUPPLY

Check Issue Date	Check Number	Payee	Amount	Description
04/03/2024	105395	H&L MESABI	1,169.50	REPAIRS/MAIN SUPPLY
04/03/2024	105396	HACH COMPANY	256.00	CHEM/CHEM PRODUCTS
04/03/2024	105397	HAWKINS INC.	7,499.79	CHEM/CHEM PRODUCTS
04/03/2024	105398	KLUN LAW FIRM P.A.	3,635.70	POLICE MATTERS
04/03/2024	105399	LAKE COUNTRY POWER	87.00	STREET LIGHTING
04/03/2024	105400	LAW ENFORCEMENT LABOR SERVI	211.50	UNION DUES
04/03/2024	105401	LAWSON PRODUCTS INC	1,543.88	REPAIR/MAIN SUPPLY
04/03/2024	105402	LEAGUE OF MINN CITIES	4,535.00	TRAVEL/TRAINING
04/03/2024	105403	MATHER RECYCLING	200.00	TOWING
04/03/2024	105404	MIELKE ELECTRIC WORKS	14,793.13	REPAIR/MAIN SUPPLY
04/03/2024	105405	NLEAC	75.00	DUES/SUBS
04/03/2024	105406	PACE ANALYTICAL SERVICES INC	275.00	WATER TESTS
04/03/2024	105407	QUADIENT LEASING	808.65	POSTAGE
04/03/2024	105408	RANGE PAPER CORP.	275.94	CLEANING SUPPLIES
04/03/2024	105409	ST LOUIS COUNTY PUBW DEPT	88.11	OPERATING SUPPLIES
04/03/2024	105410	TKDA	10,817.67	
04/03/2024	105411	TREMBATHS MACHINE & WELD.	90.32	MISC TOOLS
04/03/2024	105412	TRI-STATE PUMP & CONTROL	6,623.64	REPAIR/MAIN SUPPLY
04/03/2024	105413	VOYAGEUR LUMBER	123.19	REPAIR/MAIN SUPPLY
04/03/2024	105414	ZUPS FOOD MARKET	106.62	
04/08/2024	105415	LEAGUE OF MN CITIES INS TRUST	39,230.74	PROP. INSURANCE
04/08/2024	105416	ZIXCORP SYSTEMS	55.50	COMPUTERS
04/08/2024	105417	MARSHALL, DAVE	1,144.24	TRAVEL/TRAINING
04/08/2024	105418	SHORT ELLIOTT HENDRICKSON, IN	11,796.75	
04/10/2024	105419	BECKLIN & WHITNEY	8,541.00	BUILDING OFFICIAL
04/10/2024	105421	SUPERIOR FUEL COMPANY	277.83	MOTOR FUELS
04/12/2024	105422	SUPERIOR FUEL COMPANY	720.16	MOTOR FUELS
04/12/2024	105423	WELLS FARGO BANK	707.82	POLICE CREDIT CARD
04/12/2024	105424	WELLS FARGO BANK	4,510.92	CLERK CREDIT CARD
04/12/2024	105425	CTC	244.34	COMPUTERS
04/12/2024	105426	SUPERIOR FUEL COMPANY	783.52	MOTOR FUELS
04/12/2024	105427	SUPERIOR FUEL COMPANY	1,644.27	MOTOR FUELS
04/12/2024	105428	SUPERIOR FUEL COMPANY	92.33	MOTOR FUELS
04/12/2024	105429	SUPERIOR FUEL COMPANY	4,694.48	MOTOR FUELS
04/12/2024	105430	FRONTIER	744.24	TELEPHONES
04/12/2024	105431	J&L HARDWARE	1,635.22	OPERATNIG SUPPLY
04/12/2024	105432	NAPA PARTS CENTER	771.85	OPERATNG SUPPLY
04/08/2024	80408241	STANDARD INSURANCE COMPANY	2,098.73	STANDARD INSURANCE
Grand Totals:			506,682.85	



Name	Invoice	Total Cost	Description
<b>4 ACE HARDWARE</b>			
ACE HARDWARE	383106	38.97	OPERATING SUPPLY
ACE HARDWARE	383249	18.98	OPERATING SUPPLY
Total 4 ACE HARDWARE:		57.95	
<b>25 ANSWERLIVE LLC</b>			
ANSWERLIVE LLC	2403030021	17.18	TELEPHONES
ANSWERLIVE LLC	2403030021	17.18	TELEPHONES
ANSWERLIVE LLC	2403030021	17.19	TELEPHONES
ANSWERLIVE LLC	2403030021	17.20	TELEPHONES
Total 25 ANSWERLIVE LLC:		68.75	
<b>28 AQUA-PURE INC</b>			
AQUA-PURE INC	ELYMN2406	412.80	CHEM/CHEM PRODUCTS
AQUA-PURE INC	ELYMN2407	2,415.50	CHEM/CHEM PRODUCTS
AQUA-PURE INC	ELYMN2407	5,734.50	CHEM/CHEM PRODUCTS
Total 28 AQUA-PURE INC:		8,562.80	
<b>42 BAKER &amp; TAYLOR BOOKS</b>			
BAKER & TAYLOR BOOKS	2038128400	215.26	BOOKS
BAKER & TAYLOR BOOKS	2038156424	163.14	BOOKS
BAKER & TAYLOR BOOKS	2038183091	61.43	BOOKS
Total 42 BAKER & TAYLOR BOOKS:		439.83	
<b>85 CALLEN, RYAN</b>			
CALLEN, RYAN	03/27/2024	150.08	TRAVEL/TRAINING
Total 85 CALLEN, RYAN:		150.08	
<b>86 CANNON TECHNOLOGIES</b>			
CANNON TECHNOLOGIES	951946056	921.00	COMPUTERS/SOFTWARE
CANNON TECHNOLOGIES	951946056	921.00	COMPUTERS/SOFTWARE
CANNON TECHNOLOGIES	951946056	921.00	COMPUTERS/SOFTWARE
CANNON TECHNOLOGIES	951959120	875.00	COMPUTERS/SOFTWARE
CANNON TECHNOLOGIES	951959120	875.00	COMPUTERS/SOFTWARE
CANNON TECHNOLOGIES	951959120	1,750.00	COMPUTERS/SOFTWARE
Total 86 CANNON TECHNOLOGIES:		6,263.00	
<b>91 CARROT-TOP INDUSTRIES</b>			
CARROT-TOP INDUSTRIES	INV125775	89.98	OPERATING SUPPLY
CARROT-TOP INDUSTRIES	INV125617	281.82	OPERATING SUPPLY
Total 91 CARROT-TOP INDUSTRIES:		371.80	
<b>103 COALITION OF GREATER MN CITIES</b>			
COALITION OF GREATER MN CITIES	10157	85.00	TRAVEL/TRAINING
Total 103 COALITION OF GREATER MN CITIES:		85.00	
<b>152 ELY ECHO</b>			
ELY ECHO	95817	366.00	OPERATING SUPPLY

Name	Invoice	Total Cost	Description
Total 152 ELY ECHO:		366.00	
<b>180 ESSENTIA HEALTH</b>			
ESSENTIA HEALTH	04/02/2024	210.00	
ESSENTIA HEALTH	04/02/2024	8.00	
ESSENTIA HEALTH	04/02/2024	94.50	
ESSENTIA HEALTH	04/02/2024	94.50	
ESSENTIA HEALTH	04/02/2024	32.00	
ESSENTIA HEALTH	04/02/2024	57.50	
ESSENTIA HEALTH	04/02/2024	57.50	
ESSENTIA HEALTH	04/02/2024	16.00	
Total 180 ESSENTIA HEALTH:		570.00	
<b>181 EUC -WATER &amp; LIGHT DEPT</b>			
EUC -WATER & LIGHT DEPT	03/2024 GEN	2,293.48	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 GEN	422.06	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 GEN	106.44	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 GEN	379.10	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 GEN	293.21	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 GEN	761.20	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 GEN	429.78	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 ENT	4,257.17	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 ENT	10,059.44	UTILITIES
EUC -WATER & LIGHT DEPT	03/2024 ENT	6,785.75	UTILITIES
Total 181 EUC -WATER & LIGHT DEPT:		25,787.63	
<b>184 FAMILY HANDYMAN</b>			
FAMILY HANDYMAN	DUES/SUBS	20.00	DUES/SUBS
Total 184 FAMILY HANDYMAN:		20.00	
<b>186 FASTENAL</b>			
FASTENAL	MNHIB12157	1,376.52	REPAIR/MAIN SUPPLY
Total 186 FASTENAL:		1,376.52	
<b>191 FERRELLGAS</b>			
FERRELLGAS	1126104361	806.54	AIRPORT HEATING
FERRELLGAS	1126113375	714.33	AIRPORT HEATING
FERRELLGAS	1126181106	919.27	GARAGE HEATING
FERRELLGAS	1126392695	607.46	WWTP HEATING
FERRELLGAS	1126222794	1,405.04	WWTP HEATING
FERRELLGAS	1126222790	985.78	GARAGE HEATING
FERRELLGAS	1126245484	628.57	CITY HALL HEATING
FERRELLGAS	1126384821	969.47	CITY HALL HEATING
Total 191 FERRELLGAS:		7,036.46	
<b>204 FRONTIER</b>			
FRONTIER	8185 04/202	249.45	TELEPHONES
FRONTIER	1041 04/202	70.83	TELEPHONES
FRONTIER	1041 04/202	46.62	TELEPHONES
FRONTIER	0607 04/202	16.20	TELEPHONES
FRONTIER	1041 04/202	145.16	TELEPHONES
FRONTIER	0168 04/202	19.80	TELEPHONES

Name	Invoice	Total Cost	Description
FRONTIER	1041 04/202	232.18	TELEPHONES
Total 204 FRONTIER:		780.24	
<b>208 G MEN</b>			
G MEN	190776	163.55	REFUSE/GARBAGE DISPOSAL
G MEN	191380	802.69	REFUSE/GARBAGE
Total 208 G MEN:		966.24	
<b>218 GOPHER STATE ONE-CALL</b>			
GOPHER STATE ONE-CALL	4030380	1.35	TELEPHONES
GOPHER STATE ONE-CALL	4030380	1.35	TELEPHONES
GOPHER STATE ONE-CALL	4030380	1.35	TELEPHONES
GOPHER STATE ONE-CALL	4030380	1.35	TELEPHONES
Total 218 GOPHER STATE ONE-CALL:		5.40	
<b>223 GRAINGER</b>			
GRAINGER	9052922102	134.26	OPERATING SUPPLY
GRAINGER	9051200385	125.50	OPERATING SUPPLY
GRAINGER	9054460440	51.48	OPERATING SUPPLY
GRAINGER	9054460440	51.48	OPERATING SUPPLY
GRAINGER	9072244198	81.65	OPERATING SUPPLY
Total 223 GRAINGER:		444.37	
<b>231 HACH COMPANY</b>			
HACH COMPANY	13966007	256.00	CHEM/CHEM PRODUCTS
Total 231 HACH COMPANY:		256.00	
<b>234 HAWKINS INC.</b>			
HAWKINS INC.	6719762	1,628.79	CHEM/CHEM PRODUCTS
HAWKINS INC.	6719766	5,871.00	CHEM/CHEM PRODUCTS
Total 234 HAWKINS INC.:		7,499.79	
<b>269 J&amp;A ENTERPRISES</b>			
J&A ENTERPRISES	03/2024	3,900.00	CONTRACTED SERVICES
J&A ENTERPRISES	03/2024	149.35	CONTRACTED SERVICES
J&A ENTERPRISES	03/2024	2,248.00	CONTRACTED SERVICES
Total 269 J&A ENTERPRISES:		6,297.35	
<b>270 J&amp;L HARDWARE</b>			
J&L HARDWARE	2403-741729	65.96	SIDEWALKS/CURBS
J&L HARDWARE	2403-741828	20.97	OPERATING SUPPLY
J&L HARDWARE	2403-742195	5.58	REPAIR/MAIN SUPPLY
J&L HARDWARE	2403-752202	34.90	REPAIR/MAIN SUPPLY
J&L HARDWARE	2403-742234	106.94	ELEC. LINE EQUIP
J&L HARDWARE	2403-742302	5.33	OPERATING SUPPLY
J&L HARDWARE	2403-742302	5.33	OPERATING SUPPLY
J&L HARDWARE	2403-742302	5.33	OPERATING SUPPLY
J&L HARDWARE	2403-742432	3.00-	
J&L HARDWARE	2403-742913	60.56	OPERATING SUPPLY
J&L HARDWARE	2403-743000	26.77	OPERATING SUPPLY
J&L HARDWARE	2403-743610	95.89	OPERATING SUPPLY

Name	Invoice	Total Cost	Description
J&L HARDWARE	2403-743697	14.98	OPERATING SUPPLY
J&L HARDWARE	2403-746399	20.97	OPERATING SUPPLY
J&L HARDWARE	2403-743817	27.07	OPERATING SUPPLY
J&L HARDWARE	2403-74397	18.49	OPERATING SUPPLY
J&L HARDWARE	2403-744214	39.98	ELEC. LINE EQUIP
J&L HARDWARE	2403-74413	94.35	OPERATING SUPPLY
J&L HARDWARE	2403-744574	42.31	OPERATING SUPPLY
J&L HARDWARE	2403-744739	16.48	HIGHWAYS/STREETS
J&L HARDWARE	2403-744826	20.97	OPERATING SUPPLY
J&L HARDWARE	2403-744990	99.98	OPERATING SUPPLY
J&L HARDWARE	2403-745051	32.47	OPERATING SUPPLY
J&L HARDWARE	2403-745135	65.96	OPERATING SUPPLY
J&L HARDWARE	2403-745136	11.77	OPERATING SUPPLY
J&L HARDWARE	2403-745926	13.99	2403-745926
J&L HARDWARE	2403-745926	13.99	2403-745926
J&L HARDWARE	2403-745952	224.46	DISTRIBUTION
J&L HARDWARE	2403-746006	14.33	OPERATING SUPPLY
J&L HARDWARE	2403-746178	83.96	OPERATING SUPPLY
J&L HARDWARE	2403-746227	4.50	OPERATING SUPPLY
J&L HARDWARE	2403-746227	4.49	OPERATING SUPPLY
J&L HARDWARE	2403-746424	20.97	OPERATING SUPPLY
J&L HARDWARE	2403-746506	10.28	OPERATING SUPPLY
J&L HARDWARE	2403-744893	17.99	VECH. MAIN
J&L HARDWARE	2403-743699	20.97	OPERATING SUPPLY
J&L HARDWARE	2403-745174	50.97	OPERATING SUPPLY
J&L HARDWARE	2403-745320	199.99	OPERATING SUPPLY
J&L HARDWARE	2403-745801	17.99	OPERATING SUPPLY
Total 270 J&L HARDWARE:		1,635.22	
<b>282 JPJ ENGINEERING INC</b>			
JPJ ENGINEERING INC	23-239 #2	335.00	FIRE APP. BLD
Total 282 JPJ ENGINEERING INC:		335.00	
<b>293 KLUN LAW FIRM P.A.</b>			
KLUN LAW FIRM P.A.	10500 34459	3,100.00	MONTHLY RETAINER
KLUN LAW FIRM P.A.	10500 34459	2,066.66	MONTHLY RETAINER
KLUN LAW FIRM P.A.	20628-34478	880.00	COND. USE PERMIT
KLUN LAW FIRM P.A.	20251-34481	415.85	STOREFRONT/REHAB LOANS
KLUN LAW FIRM P.A.	20251-34481	415.85	STOREFRONT/REHAB LOANS
KLUN LAW FIRM P.A.	19928-34488	550.50	SPAULDING
KLUN LAW FIRM P.A.	20597-34492	469.00	CIV. ENFOR
KLUN LAW FIRM P.A.	19764-34503	300.00	P&Z VARIANCES
KLUN LAW FIRM P.A.	20112-34508	250.00	TRAILHEAD
KLUN LAW FIRM P.A.	20630-34519	92.00	HOUSING ORD.
KLUN LAW FIRM P.A.	20496-34524	262.50	POLICE MATTERS
Total 293 KLUN LAW FIRM P.A.:		8,802.36	
<b>306 LAKE COUNTRY POWER</b>			
LAKE COUNTRY POWER	2528100 03/	87.00	STREET LIGHTING
Total 306 LAKE COUNTRY POWER:		87.00	
<b>314 LAW ENFORCEMENT LABOR SERVICES</b>			
LAW ENFORCEMENT LABOR SERVICES	04/2024	211.50	UNION DUES

Name	Invoice	Total Cost	Description
Total 314 LAW ENFORCEMENT LABOR SERVICES:		211.50	
<b>316 LEAGUE OF MINN CITIES</b>			
LEAGUE OF MINN CITIES	401880	2,178.49	SAFETY TRAINING
LEAGUE OF MINN CITIES	401880	569.13	SAFETY TRAINING
LEAGUE OF MINN CITIES	401880	569.12	SAFETY TRAINING
LEAGUE OF MINN CITIES	401880	569.13	SAFETY TRAINING
LEAGUE OF MINN CITIES	401880	569.13	SAFETY TRAINING
LEAGUE OF MINN CITIES	403676	60.00	TRAVEL/TRAINING
LEAGUE OF MINN CITIES	403676	20.00	TRAVEL/TRAINING
Total 316 LEAGUE OF MINN CITIES:		4,535.00	
<b>317 LEAGUE OF MN CITIES INS TRUST</b>			
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	59.93	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	245.48	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	12.35	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	2,784.46	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	501.29	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	5,327.74	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	879.49	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	78.71	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	2,886.27	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	1.81	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	233.39	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	560.73	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	547.04	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	3,897.76	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	2,981.21	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	3,671.27	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	261.52	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	3,791.50	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	6,018.61	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	4,209.18	PROP. INSURANCE
LEAGUE OF MN CITIES INS TRUST	03/2024 PRO	281.00	PROP. INSURANCE
Total 317 LEAGUE OF MN CITIES INS TRUST:		39,230.74	
<b>325 LOOKOUT BOOKS</b>			
LOOKOUT BOOKS	ARU0369875	286.47	BOOKS
Total 325 LOOKOUT BOOKS:		286.47	
<b>328 LOW IMPACT EXCAVATORS INC</b>			
LOW IMPACT EXCAVATORS INC	22-129 #4	23,589.51	EAST END DEVELOPMENT
Total 328 LOW IMPACT EXCAVATORS INC:		23,589.51	
<b>338 MARSHALL, DAVE</b>			
MARSHALL, DAVE	04/04/2024	1,144.24	TRAVEL/TRAINING
Total 338 MARSHALL, DAVE:		1,144.24	
<b>359 MIDWEST TAPE</b>			
MIDWEST TAPE	505253446	138.19	AUDIO/VISUAL
MIDWEST TAPE	505224863	330.11	AUDIO/VISUAL
MIDWEST TAPE	505196182	167.68	AUDIO/VISUAL

Name	Invoice	Total Cost	Description
Total 359 MIDWEST TAPE:		635.98	
<b>388 MN POWER</b>			
MN POWER	7299 03/202	233,169.96	PURCHASE OF ELEC
Total 388 MN POWER:		233,169.96	
<b>413 NAPA PARTS CENTER</b>			
NAPA PARTS CENTER	725476	82.79	VECH. MAIN
NAPA PARTS CENTER	725852	100.72	SPARK PLUG/PANEL FILTER
NAPA PARTS CENTER	725854	26.99	MOTOR OIL
NAPA PARTS CENTER	725943	13.06	VECH. MAIN
NAPA PARTS CENTER	725972	66.30	VECH. MAIN
NAPA PARTS CENTER	726033	299.00	SMALL TOOLS
NAPA PARTS CENTER	726182	37.19	MOTOR OIL/FLUID FILTER
NAPA PARTS CENTER	726281	12.83	VECH. MAIN
NAPA PARTS CENTER	726322	100.77	VECH. MAIN
NAPA PARTS CENTER	726559	32.20	OPERATNG SUPPLY
Total 413 NAPA PARTS CENTER:		771.85	
<b>428 NLEAC</b>			
NLEAC	2024 DUES	75.00	DUES/SUBS
Total 428 NLEAC:		75.00	
<b>433 NORTH SHORE ANALYTICAL INC</b>			
NORTH SHORE ANALYTICAL INC	14647	1,220.00	CHEM/CHEM PRODUCTS
Total 433 NORTH SHORE ANALYTICAL INC:		1,220.00	
<b>462 OMERZA, HEIDI</b>			
OMERZA, HEIDI	03/28/2024	670.00	TRAVEL/TRAINING
Total 462 OMERZA, HEIDI:		670.00	
<b>467 PACE ANALYTICAL SERVICES INC</b>			
PACE ANALYTICAL SERVICES INC	2410044466	275.00	WATER TESTS
Total 467 PACE ANALYTICAL SERVICES INC:		275.00	
<b>500 QUILL CORPORATION</b>			
QUILL CORPORATION	37610284	176.99	OPERATING SUPPLY
QUILL CORPORATION	37837164	176.99	OPERATING SUPPLY
QUILL CORPORATION	37805100	57.99	OPERATING SUPPLY
QUILL CORPORATION	37574628	450.83	OPERATING SUPPLY
QUILL CORPORATION	37564810	14.99	OPERATING SUPPLY
QUILL CORPORATION	2284287	57.99-	
QUILL CORPORATION	2284280	176.99-	
Total 500 QUILL CORPORATION:		642.81	
<b>508 RANGE PAPER CORP.</b>			
RANGE PAPER CORP.	56038	275.94	CLEANING SUPPLIES
Total 508 RANGE PAPER CORP.:		275.94	

Name	Invoice	Total Cost	Description
<b>570 ST LOUIS COUNTY PUBW DEPT</b>			
ST LOUIS COUNTY PUBW DEPT	280654	17.31	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280654	17.31	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280654	17.31	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280654	17.31	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280654	5.89	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280654	5.93	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280654	5.89	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280654	1.16	OPERATING SUPPLIES
ST LOUIS COUNTY PUBW DEPT	280665	263.85	VECH. MAIN
ST LOUIS COUNTY PUBW DEPT	280665	212.38	VECH. MAIN
ST LOUIS COUNTY PUBW DEPT	280877	2,202.17	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280877	391.50	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280877	391.50	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280877	779.20	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280877	5,546.17	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280877	985.99	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280877	1,962.49	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280877	985.99	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	3,209.50	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	570.58	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	570.58	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	1,135.67	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	3,107.07	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	552.37	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	552.37	JOINT USE FACILITY
ST LOUIS COUNTY PUBW DEPT	280879	1,099.43	JOINT USE FACILITY
Total 570 ST LOUIS COUNTY PUBW DEPT:		24,606.92	
<b>575 STANDARD INSURANCE COMPANY</b>			
STANDARD INSURANCE COMPANY	04/2024	202.45	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	25.69	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	12.60	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	66.53	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	2.47	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	69.05	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	30.24	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	31.92	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	31.92	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	92.41	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	129.90	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	51.33	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	399.78	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	9.97	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	273.86	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	149.24	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	135.11	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	135.11	STANDARD INSURANCE
STANDARD INSURANCE COMPANY	04/2024	249.15	STANDARD INSURANCE
Total 575 STANDARD INSURANCE COMPANY:		2,098.73	
<b>580 STATE INDUSTRIAL PRODUCTS</b>			
STATE INDUSTRIAL PRODUCTS	903294589	256.97	OPERATING SUPPLY
Total 580 STATE INDUSTRIAL PRODUCTS:		256.97	

Name	Invoice	Total Cost	Description
<b>588 TASTE OF HOME</b>			
TASTE OF HOME	04/2024 SUB	41.85	DUES/SUBS
Total 588 TASTE OF HOME:		41.85	
<b>608 TKDA</b>			
TKDA	0020799.000	4,390.67	AIRPORT MASTER PLAN
TKDA	0017449.006	5,719.00	TRAILHEAD
TKDA	0017449.007	708.00	
Total 608 TKDA:		10,817.67	
<b>611 TREMBATHS MACHINE &amp; WELD.</b>			
TREMBATHS MACHINE & WELD.	98833	90.32	MISC TOOLS
Total 611 TREMBATHS MACHINE & WELD.:		90.32	
<b>629 USA BLUE BOOK</b>			
USA BLUE BOOK	INV0032610	45.56	DISTRUBUTION
Total 629 USA BLUE BOOK:		45.56	
<b>642 VOYAGEUR LUMBER</b>			
VOYAGEUR LUMBER	2402-563045	123.19	REPAIR/MAIN SUPPLY
Total 642 VOYAGEUR LUMBER:		123.19	
<b>650 WELLS FARGO BANK</b>			
WELLS FARGO BANK	1774 03/202	21.00	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	60.00	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	41.87	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	181.37	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	181.89	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	22.54	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	91.94	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	75.00	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	3.10	POLICE CREDIT CARD
WELLS FARGO BANK	1774 03/202	29.11	POLICE CREDIT CARD
WELLS FARGO BANK	2272 03/202	116.99	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	643.52	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	921.16	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	434.86	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	175.99	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	5.99	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	165.73	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	65.92	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	207.61	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	11.28	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	354.78	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	106.30	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	144.99	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	372.62	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	43.74	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	43.74	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	10.39	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	46.99	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	207.70	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	64.41	CLERK CREDIT CARD



Name	Invoice	Total Cost	Description
WELLS FARGO BANK	2272 03/202	16.99	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	58.98	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	29.49	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	38.17	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	50.89	CLERK CREDIT CARD
WELLS FARGO BANK	2272 03/202	171.69	CLERK CREDIT CARD
Total 650 WELLS FARGO BANK:		5,218.74	
<b>654 WESCO RECEIVABLES CORP</b>			
WESCO RECEIVABLES CORP	366039	372.48	ELEC. LINE EQUIP
WESCO RECEIVABLES CORP	366040	684.97	ELEC. LINE EQUIP
Total 654 WESCO RECEIVABLES CORP:		1,057.45	
<b>671 ZIEGLER INC</b>			
ZIEGLER INC	IN001410252	43.52	VECH. MAIN
Total 671 ZIEGLER INC:		43.52	
<b>675 ZUPS FOOD MARKET</b>			
ZUPS FOOD MARKET	0139	83.73	
ZUPS FOOD MARKET	0100	22.89	
Total 675 ZUPS FOOD MARKET:		106.62	
<b>688 MIELKE ELECTRIC WORKS</b>			
MIELKE ELECTRIC WORKS	0109908-IN	14,793.13	REPAIR/MAIN SUPPLY
Total 688 MIELKE ELECTRIC WORKS:		14,793.13	
<b>764 CENTER POINT LARGE PRINT</b>			
CENTER POINT LARGE PRINT	2083198	25.50	BOOKS
Total 764 CENTER POINT LARGE PRINT:		25.50	
<b>805 METRO SALES INC.</b>			
METRO SALES INC.	INV2498189	170.79	CONTRACTED SERVICES
METRO SALES INC.	INV2498151	603.48	COMPUTERS
Total 805 METRO SALES INC.:		774.27	
<b>945 AT&amp;T MOBILITY</b>			
AT&T MOBILITY	4550 03/202	60.97	TELEPHONES
AT&T MOBILITY	4550 03/202	46.26	TELEPHONES
AT&T MOBILITY	4550 03/202	427.94	TELEPHONES
AT&T MOBILITY	4550 03/202	78.39	TELEPHONES
AT&T MOBILITY	4550 03/202	7.24	TELEPHONES
AT&T MOBILITY	4550 03/202	116.76	TELEPHONES
AT&T MOBILITY	4550 03/202	237.94	TELEPHONES
AT&T MOBILITY	4550 03/202	201.67	TELEPHONES
Total 945 AT&T MOBILITY:		1,177.17	
<b>989 LAWSON PRODUCTS INC</b>			
LAWSON PRODUCTS INC	9311411709	944.57	REPAIR/MAIN SUPPLY
LAWSON PRODUCTS INC	9311366936	599.31	REPAIR/MAIN SUPPLY

Name	Invoice	Total Cost	Description
Total 989 LAWSON PRODUCTS INC:		1,543.88	
<b>999 BECKLIN &amp; WHITNEY</b>			
BECKLIN & WHITNEY	PR-08-2024	8,541.00	BUILDING OFFICIAL
Total 999 BECKLIN & WHITNEY:		8,541.00	
<b>1041 ALLIED GENERATORS</b>			
ALLIED GENERATORS	38081	1,209.93	REPAIR/MAIN
Total 1041 ALLIED GENERATORS:		1,209.93	
<b>1079 ARSL</b>			
ARSL	71526	50.00	DUES/SUBS
Total 1079 ARSL:		50.00	
<b>1130 H&amp;L MESABI</b>			
H&L MESABI	43243	1,169.50	REPAIRS/MAIN SUPPLY
Total 1130 H&L MESABI:		1,169.50	
<b>1169 ROY, BRADLEY</b>			
ROY, BRADLEY	03/04/2024	100.00	TRAVEL/TRAINING
Total 1169 ROY, BRADLEY:		100.00	
<b>1201 TODD CREGO</b>			
TODD CREGO	03/2024	1,750.00	CONTRACTED SERVICES
Total 1201 TODD CREGO:		1,750.00	
<b>1210 ASPEN MILLS</b>			
ASPEN MILLS	329807	758.05	UNIFORM ALLOWANCE
ASPEN MILLS	329965	835.19	UNIFORM ALLOWANCE
Total 1210 ASPEN MILLS:		1,593.24	
<b>1286 TRI-STATE PUMP &amp; CONTROL</b>			
TRI-STATE PUMP & CONTROL	444930	6,623.64	REPAIR/MAIN SUPPLY
Total 1286 TRI-STATE PUMP & CONTROL:		6,623.64	
<b>1328 CTC</b>			
CTC	21350281 04	168.51	COMPUTERS
CTC	21350281 04	75.83	COMPUTERS
Total 1328 CTC:		244.34	
<b>1331 SHORT ELLIOTT HENDRICKSON, INC</b>			
SHORT ELLIOTT HENDRICKSON, INC	462635	11,796.75	
Total 1331 SHORT ELLIOTT HENDRICKSON, INC:		11,796.75	
<b>1376 SUPERIOR FUEL COMPANY</b>			
SUPERIOR FUEL COMPANY	2503614	30.15	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503655	23.90	MOTOR FUELS

Name	Invoice	Total Cost	Description
SUPERIOR FUEL COMPANY	2503656	48.62	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503686	36.12	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503688	24.72	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503689	49.70	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503756	31.23	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503757	37.75	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503783	28.25	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503784	41.83	MOTOR FUELS
SUPERIOR FUEL COMPANY	2503785	35.31	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482308	44.49	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482370	23.09	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482374	43.65	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482375	32.95	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482427	48.72	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482517	22.25	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482518	27.03	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482522	34.64	MOTOR FUELS
SUPERIOR FUEL COMPANY	2482523	55.76	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543521	44.77	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543523	42.24	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543524	39.42	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543563	34.07	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543589	49.56	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543606	36.61	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543625	44.49	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543641	31.82	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543665	31.97	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543666	31.67	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553929	31.06	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553930	65.15	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553938	25.33	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553978	40.82	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553979	50.17	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554010	55.05	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554026	32.17	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554046	29.51	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554057	25.86	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554058	41.78	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543517	45.62	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543545	59.14	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543553	92.02	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543570	73.62	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543570	45.90	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543581	44.21	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543582	14.36	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543582	14.36	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543582	14.36	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543583	45.90	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543598	127.48	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543623	45.90	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543628	8.07	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543628	8.07	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543628	8.08	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543634	39.71	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543659	67.26	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543660	42.22	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543660	42.23	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543668	7.24	MOTOR FUELS

Name	Invoice	Total Cost	Description
SUPERIOR FUEL COMPANY	2543668	7.24	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543668	7.24	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553883	41.02	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553904	33.18	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553904	33.17	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553924	38.60	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553925	65.45	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553937	59.00	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553942	8.56	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553942	8.54	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553942	8.54	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553960	99.71	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553965	44.56	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553966	59.83	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553998	64.35	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554002	69.97	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554003	45.26	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554003	45.27	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554015	5.30	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554015	5.32	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554015	5.30	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554043	43.11	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543546	35.98	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543546	5.68	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553926	43.77	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553926	6.90	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543504	267.05	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543509	124.61	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543510	115.59	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543573	194.94	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543576	157.40	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543577	73.78	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543599	72.09	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543617	116.41	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543619	42.80	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543620	2.82	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543648	96.15	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543650	76.73	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543651	229.43	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543653	91.38	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543541	15.78	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543658	60.92	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543542	149.61	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553882	5.13	MOTOR FUELS
SUPERIOR FUEL COMPANY	2543572	41.40	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553888	70.95	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553897	84.89	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553989	71.04	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553899	146.14	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553901	47.65	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553902	88.97	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553934	84.89	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553947	121.69	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553948	67.61	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553949	121.69	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553954	32.39	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553955	286.50	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553956	121.08	MOTOR FUELS

Name	Invoice	Total Cost	Description
SUPERIOR FUEL COMPANY	2553959	60.76	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553964	49.54	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553995	124.67	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553996	61.79	MOTOR FUELS
SUPERIOR FUEL COMPANY	2553997	80.80	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554000	158.87	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554012	68.31	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554020	198.97	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554024	49.41	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554038	92.86	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554039	159.77	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554040	158.87	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554041	70.63	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554049	235.81	MOTOR FUELS
SUPERIOR FUEL COMPANY	2554059	121.74	MOTOR FUELS
Total 1376 SUPERIOR FUEL COMPANY:		8,212.59	
<b>1415 QUADIENT LEASING</b>			
QUADIENT LEASING	Q1273289	269.55	POSTAGE
QUADIENT LEASING	Q1273289	269.55	POSTAGE
QUADIENT LEASING	Q1273289	269.55	POSTAGE
Total 1415 QUADIENT LEASING:		808.65	
<b>1425 DALCO ENTERPRISES, INC</b>			
DALCO ENTERPRISES, INC	4213033	169.96	OPERATING SUPPLY
DALCO ENTERPRISES, INC	4213033	169.96	OPERATING SUPPLY
DALCO ENTERPRISES, INC	4213033	169.96	OPERATING SUPPLY
DALCO ENTERPRISES, INC	4215937	28.89	OPERATING SUPPLY
DALCO ENTERPRISES, INC	4213017	867.00	OPERATING SUPPLY
Total 1425 DALCO ENTERPRISES, INC:		1,405.77	
<b>1440 AE2S, LLC</b>			
AE2S, LLC	93333	7,018.35	
AE2S, LLC	93334	549.00	MERCURY PROJECT
AE2S, LLC	93432	5,445.08	MERCURY PROJECT
Total 1440 AE2S, LLC:		13,012.43	
<b>1464 TREEHOUSE BROADBAND</b>			
TREEHOUSE BROADBAND	14686	127.50	COMPUTERS
TREEHOUSE BROADBAND	14686	127.50	COMPUTERS
Total 1464 TREEHOUSE BROADBAND:		255.00	
<b>1494 ALTEC INDUSTRIES, INC</b>			
ALTEC INDUSTRIES, INC	51392238	261.48	REPAIR/MAIN SUPPLY
Total 1494 ALTEC INDUSTRIES, INC:		261.48	
<b>1497 FRONTIER ENERGY, INC</b>			
FRONTIER ENERGY, INC	194088	384.25	CIP
Total 1497 FRONTIER ENERGY, INC:		384.25	

Name	Invoice	Total Cost	Description
<b>1524 MATHER RECYCLING</b>			
MATHER RECYCLING	0543	200.00	TOWING
MATHER RECYCLING	1851	200.00	TOWING
Total 1524 MATHER RECYCLING:		400.00	
<b>1530 OLSON, COURTNEY</b>			
OLSON, COURTNEY	04/10/2024	393.90	TRAVEL/TRAINING
OLSON, COURTNEY	04/10/2024	261.13	UNIFORM ALLOWANCE
Total 1530 OLSON, COURTNEY:		655.03	
<b>1613 EZ CITATION</b>			
EZ CITATION	507	277.97	COMPUTERS
Total 1613 EZ CITATION:		277.97	
<b>1616 ZIXCORP SYSTEMS</b>			
ZIXCORP SYSTEMS	INV352895	55.50	COMPUTERS
ZIXCORP SYSTEMS	INV357703	55.50	COMPUTERS
Total 1616 ZIXCORP SYSTEMS:		111.00	
Grand Totals:		506,682.85	

Report GL Period Summary

Vendor number hash:	0
Vendor number hash - split:	0
Total number of invoices:	0
Total number of transactions:	0

**RESOLUTION  
OF THE  
CITY OF ELY, CITY COUNCIL**

**BE IT RESOLVED** that the City of Ely is hereby applying to the Minnesota Public Facilities Authority for a loan from the Drinking Water Revolving Fund for improvements to its municipal drinking water system as described in the loan application.

**BE IT FUTHER RESOLVED** that the City of Ely estimates the loan amount to be \$1.513 M or the as-bid cost of the project less other project funding.

**BE IT FUTHER RESOLVED** that the City of Ely has the legal authority to apply for the loan, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. 2024-015 was declared duly passed and adopted this 16<sup>th</sup> day of April 2024.

\_\_\_\_\_  
Heidi Omerza, Mayor

\_\_\_\_\_  
Harold Langowski, Clerk-Treasurer

STATE OF MINNESOTA  
COUNTY OF ST. LOUIS  
CITY OF ELY

RESOLUTION BY THE CITY OF ELY, COMMITTING PROPERTY  
AND CITY RESOURCES FOR THE  
CONSTRUCTION OF WORKFORCE HOUSING

WHEREAS THE City of Ely has been working to develop additional housing and has partnered with the Ely HRA to determine feasible options; and

WHEREAS THE City of Ely and the HRA has completed housing market studies totaling \$19,200 to determine the need, feasibility and market rates for housing; and

WHEREAS THE City of Ely has dedicated the described property that is attached and is located at 400 West 3<sup>rd</sup> Avenue and has a market value of \$70,000.

NOW BE IT RESOLVED that the authorizing authority of the City of Ely does adopt this resolution dedicating the above-described property at 400 West 3<sup>rd</sup> Avenue to be used for the planned housing construction and further authorizes the City Clerk-Treasurer to sign the required documents to submit the project for funding consideration.

Upon vote taken, the following voted:

For:

Against:

Whereupon said Resolution No. 2024-017 was declared duly passed and adopted this 16<sup>th</sup> day of April, 2024

---

Heidi Omerza  
Mayor

---

Harold Langowski  
Clerk/Treasurer





Engineering  
Land Surveying  
Economic  
Development  
JPI ENGINEERING, INC.  
802 Garfield Ave.  
Suite 105  
Duluth, MN 55802  
Phone: 218-726-6219  
www.jpieng.com

Part of the SW 1/4 of the NE 1/4 of Section 33, T63N, R12W, St. Louis County, Minnesota.  
**FOR: THE CITY OF ELY**  
**SKETCH & DESCRIPTION**

SURVEY BY:	AJG
DRAWN BY:	AJG
DESIGNED BY:	
APPROVED BY:	RMM
DATE:	4/8/2024
PROJECT NUMBER:	22-052
SHEET NUMBER:	1 OF 1

**PROPOSED PROPERTY DESCRIPTION:**

That part of the Southwest Quarter of the Northeast Quarter of Section 33, Township 63 North, Range 12 West, St. Louis County, Minnesota, described as follows:  
Commencing at the southwest corner of said Southwest Quarter of the Northeast Quarter; thence North 88 degrees 33 minutes 32 seconds East, assumed bearing along the south line of said Southwest Quarter of the Northeast Quarter, a distance of 390.94 feet; thence North 32 degrees 06 minutes 18 seconds East 719.40 to the intersection with the southerly extension of the west line of said BROZICH ADDITION TO ELY, according to the recorded plat thereof, St. Louis County, Minnesota, to a point herein after referred to as "Point A"; thence North 0 degrees 31 minutes 36 seconds East, along said extended line 62.00 feet; thence North 89 degrees 28 minutes 24 seconds West 248.38 feet to the point of beginning of the tract be described; thence South 1 degree 14 minutes 17 seconds East 200.09 feet; thence South 89 degrees 28 minutes 24 seconds East 157.39 feet to the intersection with a line bearing South 32 degrees 06 minutes 18 seconds West from said "Point A"; thence South 32 degrees 06 minutes 18 seconds West 283.05 feet; thence North 89 degrees 28 minutes 24 seconds West 202.44 feet; thence North 1 degree 14 minutes 17 seconds West 441.35 feet; thence South 89 degrees 28 minutes 23 seconds East 200.70 feet to the point of beginning.

**LEGEND:**

- Devices found from monument.



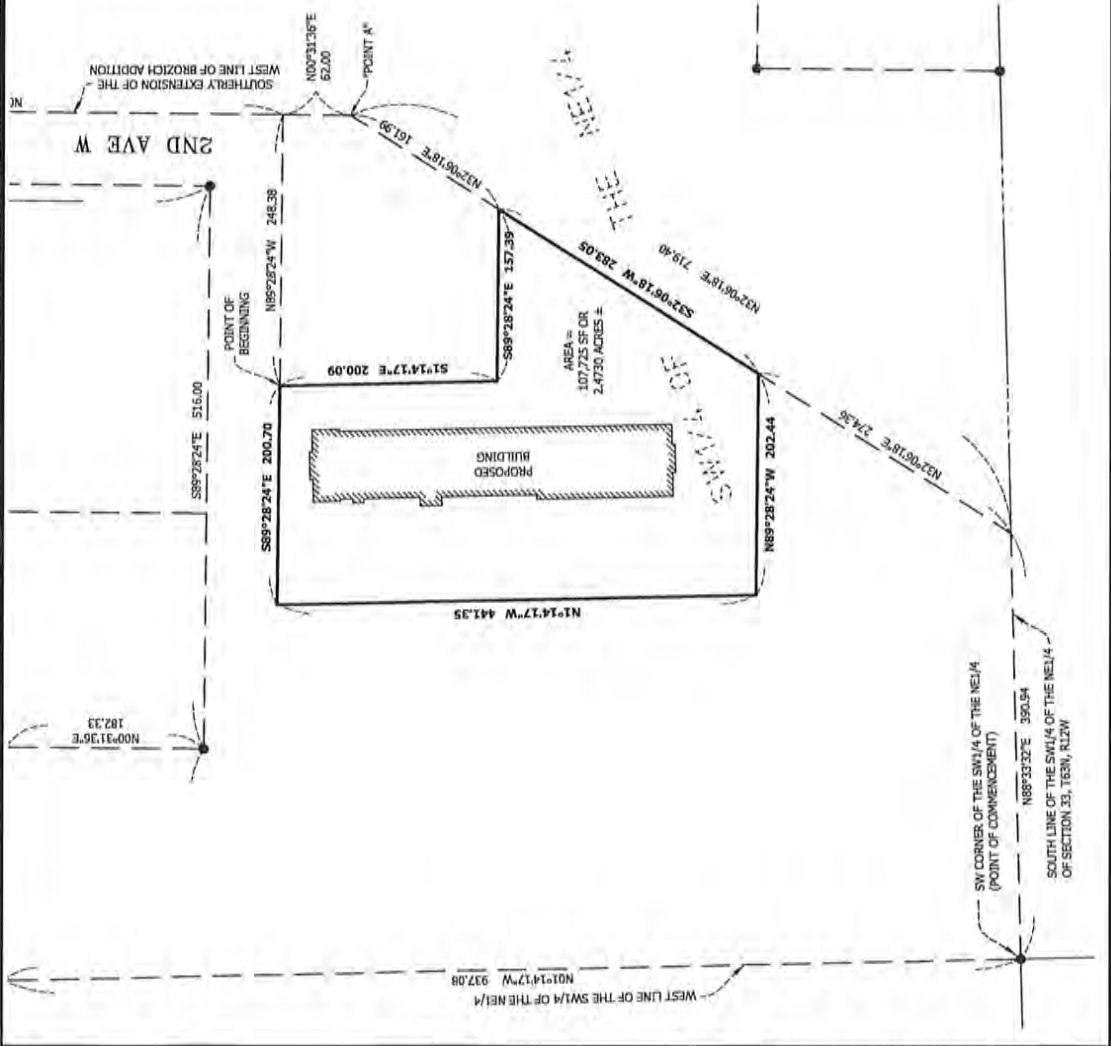
**SURVEYOR NOTES:**

JPI Engineering has made no investigation or independent search for encumbrances of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.  
Gross Area of the property is 107,725 square feet or 2.4730 acres ±.  
This property is part of Parcel Identification Number is 030-0500-00270.

**CERTIFICATION:**

We hereby certify that this is a true and correct representation of a survey of the boundaries of the land above described and of the location of all buildings, if any, thereon, and all visible encumbrances, if any, from or on said land.

Signed this 8th day of April, 2024 for JPI Engineering, Inc.  
*Randy M. Worzok*  
Randy M. Worzok, JLS License Number 21401





**Jim Burke**  
Realtor, Associate Broker

130 E Harvey Street • Ely, MN 55731

jim.kwrealestate@gmail.com  
jim-burke.kw.com  
218-235-8619

**MARKET ANALYSIS:**

1.5 acres of PID - 030-0500-00370. Current address is 50 W White Street, Ely MN. New address of the proposed apartment building, 400 West Pattison Street, Ely, MN.

After an economic analysis of the market for properties similar to the subject above, I determined an opinion of market value for the subject property. The value conclusions reported are as of this date, as if the property would go to the open market, at a fair value. \$70,000. If you have any questions or need any further assistance please feel free to contact me. Thank you.

Please note that I am not a licensed appraiser, I am a licensed Real Estate Broker. This is not an appraisal. This is a market analysis, which is my opinion of the value of the parcel above if it were to be bought in today's open market.

Sincerely,

A handwritten signature in black ink that reads 'Jim A. Burke, Jr.' with a stylized flourish at the end.

Jim Burke  
Keller Williams Classic Realty NW  
130 E Harvey Street  
Ely, MN 55731  
218-235-8619



## Workforce Housing Development Program 2024 Application Narrative and Certification

**Instructions:** Complete, sign, and submit the following narrative questions, as applicable, based on the specific housing proposal. The answers to the narrative questions should provide supplemental information to the workbook.

### Development and Applicant Information

Development and Applicant Information Requested	Response
Development Name	Wilderness Escape
Development Address	400 3 <sup>rd</sup> Ave W, Ely, MN 55731
Name of Eligible Recipient Submitting Application	City of Ely
Eligible Recipient Mailing Address	209 E Chapman St, Ely, MN 55731
Eligible Recipient’s Authorized Representative Name and Title	Harold Langowski, Clerk/Treasurer
Eligible Recipient’s Authorized Representative Phone	(218) 365-3224
Eligible Recipient’s Authorized Representative Email	elyod@ely.mn.us
Primary Contact Name and Title	Ronald Duchesneau Jr, President of D.W. Jones, Inc.
Primary Contact Phone	(218) 820-5010
Primary Contact Email	Skip@DWJonesInc.com

### Project Description

1. What is the dollar amount of the funding request?  
\$4,126,180
2. Check the box that describes the project area (refer to the [Program Guide](#) for more information on definitions).
  - A home rule charter or statutory city located outside of the metropolitan area with a population exceeding 500
  - A community that has a combined population of 1,500 residents located within 15 miles of a home rule charter or statutory city located outside the metropolitan area



- An area located outside of a Metropolitan County that serves a federally recognized Indian Tribe in Minnesota, or their associated Tribally Designated Housing Entity as defined by [United States Code, title 25, section 4103\(22\)](#), as approved in writing by Minnesota Housing;
- An area served by a joint county-city economic development authority

3. Describe the project area and include the population.

Ely, a community of 3,342 people in 2023, is located in St. Louis County. Ely is surrounded by Winton 2.5 miles to the east, Babbitt 14 miles to the south, and Tower 20 miles to the west. The population is forecasted to decrease to 3,334 by 2028.

With nearly 20 entry points into the Boundary Waters Canoe Area Wilderness (BWCAW) and over one million acres of pristine forest and waterways, the Ely area is the headquarters for adventure. You can experience the magic of the northwoods as you hike and ski through towering pine forests, enjoy a sunset paddle complete with a loon serenade, or sleep under the stars in the world's largest International Dark Sky Sanctuary. You may even catch a glimpse of the Northern Lights!

Ely is the perfect place to connect with family and friends. Expand your knowledge by visiting museums and education centers, indulge in delicious food, shop locally-made goods, and prepare for an expedition into the wild with one of our many outfitters.

The Mesabi Trail, just north of Wilderness Escape, is a 162 mile non-motorized paved trail system, connecting 28 communities on the Iron Range.

Wilderness Escape will be located in the southwest part of Ely, less than one half mile from community facilities including churches, parks, shopping, medical facilities, employment and Ely County Agencies.

4. Summarize the housing proposal. Include the following:

- a. Description of the proposal concept and why it is important to the community
- b. New construction or acquisition/rehabilitation/repurpose
- c. The building type (walk-up, townhome, elevator, etc.)
- d. Number of stories
- e. Number of units

This funding proposal is for the new construction of a thirty-seven (37) unit market rate work force housing apartment building. Wilderness Escape was carefully planned to maximize open/green space, be compatible with the character and community of Ely, while following the recommendations and desires of the City Council and Housing and Redevelopment Authority of Ely.

Wilderness Escape will start to address the housing shortage by offering thirty-seven (37) units of market rate workforce housing in a three story apartment building with twenty (20) parking stalls for additional rent, thirty-six (36) surface stalls, an elevator, and secured entry.

There will be seven (7) studio units with 447-500 sq ft of living space, eleven (11) one bedroom one bathroom unit with 712-715 sq ft of living space, four (4) one bedroom one bathroom plus den with 800 sq ft of living space, eight (8) two bedroom one bathroom with 918-993 sq ft of living space, four (4) two bedroom two bathroom units with 1,133 sq ft of living space, and three (3) three bedroom two bathrooms with 1,233 sq ft of living space. Wilderness Escape will include one (1) bedroom one bathroom handicapped accessible unit being fully equipped for physically disabled persons.

Each unit will include energy efficient kitchen appliances such as refrigerator, range with exhaust fan, microwave and dishwasher. Included in the rent are cold and hot water, sewer, and garbage. For added convenience, each unit will include a washer and dryer. Wilderness Escape will include a garbage chute on each floor. Most units will include a deck depending on the unit plan. Wilderness Escape will be smoke free.

Wilderness Escape will also include an office, community room with kitchenette, patio with gas grill, and social area that the residents can reserve for family and group functions at no charge. There will be a playground area for the children of Wilderness Escape which will be the centralized focal point of the community.

Residents of Wilderness Escape will have access to a variety of retail goods and services along the Highway 1 corridor through Ely. Key commercial establishments include Zup's Food Market, KJ's Truevalue Hardware, Merhar's Ace Hardware, Dollar General, numerous dining establishments and taverns, Ely's Historic State Theater, as well as several clothing and sporting goods retailers such as Wintergreen Northern Wear, Piragis Northwoods Company, Pengal's Basswood Trading Company, Blue Loon Boutique, Spirit of the Wilderness, Ely Sportswear Inc., Sundog Sports, Steger Mukluks, and Ely Surplus & Outdoor.

Wilderness Escape is important for the community because the current housing stock is old and the vacancy rate is extremely low. Northwoods Townhomes is the newest rental property in the community which was constructed in 2007. It is owned by the Housing and Redevelopment Authority of Ely and is seventeen (17) years old. There has literally been no new multifamily housing constructed for seventeen (17) years in Ely. A Market Feasibility Study for Workforce Rental Housing in the City of Ely was completed by Maxfield Research and Consulting June 2023 and updated February 2024. At the time of the updated study, they identified 65 total units in the primary market area with 0% vacancy. This housing is needed for schools, hospitals, and employers to have a place for people to move to so that they can fill open job positions.

5. Briefly describe the scope of construction work.

Wilderness Escape is a thirty-seven (37) unit market rate workforce housing new construction project in Ely. This development requires the extension of water, sanitary sewer, storm sewer and a roadway to serve the property. A grant has been awarded from IRRR to help pay for the extension and assist in the apartment construction costs.

6. Will any of the units have income restrictions? If yes, how many of the units will have a restriction? Describe the sources and reasons for the restrictions (for example, another funding source requires the restrictions) and what the restrictions will be.

No

7. Describe:

Who currently owns the property? City of Ely

Who will own the property during construction? Housing and Redevelopment Authority of Ely

Who will own the property at the time of rental availability? Housing and Redevelopment Authority of Ely

Will any of the above ownership structures include a public entity? Yes. Housing and Redevelopment Authority of Ely is a public body corporate and politic of the State of Minnesota.

8. If this project is rehabilitation/repurpose or acquisition/rehabilitation, provide:

- a. Description of the current use of the property
- b. Description of how the proposal will expand the supply of workforce housing in the community

No. Wilderness Escape is a new construction project on vacant land.

## Market Information

9. How does the proposal meet the workforce housing needs identified in the community?

- a. Include the need for additional market-rate housing related to actual and/or future job expansion/growth: There is a definite rental housing shortage in the Ely and surrounding area, for all markets, including seniors, workforce, and college students. There's been high demand for housing in Ely that can accommodate families since COVID, with very limited availability. The housing shortage is a barrier to employers' ability to attract and retain workers, and in some cases, employers are losing workers due to the lack of housing. A new rental housing project would be in strong demand and probably fill immediately if it were priced appropriately for the area's workforce. Upon opening, 50% of its units are estimated to be pre-leased with the remaining units leasing at an average rate of three to four units per month. At this absorption rate, stabilized occupancy (95%) would be reached in four to six months. A Market Feasibility Study for Workforce Rental Housing in the City of Ely was completed by Maxfield Research and Consulting June 2023 and updated February 2024. At the time of the survey, there were no vacant market rate units and only one affordable unit for a .7% vacancy rate of all rental units in Ely. There are 54 people on the waiting list for units at two of the properties



surveyed. No pending rental housing developments in the Ely area were identified. In effect, the supply of market rate rental housing in the Ely area is below the level to adequately meet the demand. Maxfield estimated that there will be excess demand for 251 market rate workforce rental housing units, including an additional 151 units of workforce housing between 2023 and 2028.

- b. Explain why the market has not filled (or will not fill) the documented need for workforce housing and why financial assistance is necessary: Due to the current high cost of construction, these units require financial assistance to make the project feasible. Without the assistance from IRRR and Minnesota Housing, the debt service on the project would exceed the market capacity for rents. We have been unsuccessful in attracting a private developer to build, own and operate a facility in the area due to high construction costs, high interest rates, and general shortage of construction workers. The primary reason the market has not filled the housing needs is simple. PreCovid interest rates for similar projects that D.W. Jones has developed with Bonds were about 2.5%. For Wilderness Escape, the higher cost of money reduces our borrowing capacity by \$1,306,000. The other issue is inflation. Minnesota saw construction costs increase 30% during this time. This added \$2,212,566 of extra cost to Wilderness Escape. During this same time period, rents have increased 5% per year making little difference to high interest rates and construction costs. Without the assistance of the Workforce Housing Development Program, housing would not take place in Greater Minnesota.
- c. Briefly summarize other important benefits of the proposal: The area this project is being built is an area of the community they have been working to redevelop. They are building a trailhead/visitors center this summer and have future plans for additional housing projects in this same area. Other portions of the property have been utilized for public works activities in the past. Those uses have been moved to other locations. With the central location of this area, we feel this will be a first phase of a multi-year redevelopment.

**NOTE:** A market analysis or formal market study is not required; however, if a market analysis or formal market study is submitted, provide information in the narrative below and refer to the supporting information. If the market analysis or formal market study is two or more years old, provide current market information to support the finding.

10. Describe how the proposed housing will serve the local workforce. Specifically:
  - a. Demonstrate that the proposed rent levels match the community's local wages, particularly for sectors with job growth and employees who are likely to rent.
  - b. Provide information about actual or expected job growth and describe the type of industry and the anticipated wages. Provide the source of the job and wage information. If you collected the information, explain how you collected it.

- c. Describe how the proposed unit sizes match the household sizes of the local workforce, particularly for sectors with job growth and employees who are likely to rent (if the information is available).
- d. Provide other relevant information.

Renter households in Ely grew by an estimated 28 between 2010 and 2023, an increase of 5%. Proximity to employment is often a primary consideration when choosing where to live, since transportation costs often account for a greater proportion of their budgets. There are over 1,600 jobs within a five-mile radius of Wilderness Escape. An estimated 73% of the jobs in Ely are filled by workers commuting into the area. Approximately 887 workers come into Ely for employment daily, many coming from over 50 miles, while 577 resident workers commute out of the city. An estimated 606 people both live and work in Ely. With 887 workers commuting. The largest proportion of workers commuting into Ely come from Winton 2.5 miles, Babbitt 14 miles, Virginia 50 miles and Duluth 90 miles. An estimated 9% of the workers commute a distance of 25 to 50 miles and another 20% come from more than 50 miles away. Wilderness Escape will provide thirty-seven (37) housing unit options, which will help a portion of these workers. Ely is home to several large employers, notably Ely-Bloomenson Community Hospital, the public school district, Carlson Wagonlit Travel, Minnesota Department of Revenue, Vermilion Campus - Minnesota North College and the United States Forestry Department. Some employers in the area would like to expand their workforce but there's a labor shortage due to the prospective new hires having trouble finding a place to live. All the major employers interviewed in the study stated that they are experiencing trouble hiring due to a lack of available housing in Ely. In some cases, job offers are rejected because the potential new hire can't find suitable housing, or they can't afford the housing that's available. In 2022, there were 3,362 jobs in the Ely area, including 1,722 jobs within the City of Ely. Ely added 95 jobs between 2020 and 2022, a 5.8% growth. Employment in the Ely area is projected to expand 6% between 2020 and 2030, adding 203 jobs. Located on the Vermilion iron range, Ely once had several iron ore mines. An additional 360 jobs could be added in the Ely area if the planned NewRange Copper Nickel mine in Babbitt moves forward. New housing is critical to support potential job growth in the area. Total employment in Ely in all industries was 1,722 in 2022. Education and Health Services is the largest employment sector in Ely with 437 jobs. Leisure and Hospitality added 66 jobs in Ely between 2021 and 2022. Average weekly wages were \$823 in 2022. At the largest employers in Ely, entry-level annual salaries typically start in the \$35,000 to \$50,000 range, depending on the type of position.

Rents at Wilderness Escape will be \$750 for studio units, \$950-\$1,000 for one-bedroom units, \$1,125-\$1,250 for two-bedroom units, and \$1,350 for a three bedroom unit. A single earner would need to make \$14.42 per hour for a studio, \$18.52 for a one bedroom, \$27.65 for a two bedroom, and \$25.96 for a three bedroom. Two earner family would need to make \$7.21 per hour for a studio, \$9.26 for a one bedroom, \$13.83 for a two bedroom, and \$12.98 for a three bedroom making Wilderness Escape affordable.



11. List the name(s) of the local business(es) that have provided letters of support and the number of full-time employees each business has.

Many local businesses are in full support of Wilderness Escape. The area hospital, Ely-Bloomenson Community Hospital (EBCH) employs 110 full-time employees, The Vermillion campus of Minnesota North College employs 41 full-time employees, and local manufacturer, Wintergreen Northern Wear, employs 20 people in the Ely area. The Hospital CEO, Patti Banks, learned that housing and education are the first needs that potential employees ask about, and feels Wilderness Escape will help with their recruiting and hiring efforts by providing an attractive option to welcome their EBCH employees to the Ely community. Minnesota North College President, Michael Raich, said finding homes and rental properties that fit the needs of new and existing employees, students, and recent graduates has become very challenging, and that this project will help alleviate the housing and workforce shortage in the area. Owner, Jackson Harren, stated that it's a challenge meeting staffing needs with the lack of available and affordable housing in Ely. He noted that it's an issue for both new employees moving to the area, as well as retaining key employees as they often move to larger communities over the same housing issue. Harren agrees with both EBHC and Minnesota North College that Wilderness Escape is a necessary step to accommodate the growth of his business and other local employers.

## Development Team

Development Team Information Requested	Response
Developer	D. W. Jones, Inc.
Architect	Cole Group Architects
General Contractor	Miller Architects & Builders
Management Company	D. W. Jones Management, Inc.
Will the developer also be acting as the general contractor? (Yes or No)	No

12. Briefly explain the developer's experience with multifamily housing development, including the number of years and other projects they have recently worked on.

- D. W. Jones, Inc. has demonstrated their commitment to "Creating Better Living" through the development and acquisition of sixty-five (65) multi-family housing tax credit and subsidized housing properties, including Rural Development, Minnesota Housing, HUD, market rate and assisted living properties. These projects are located in thirty-three different communities throughout Minnesota totaling 2,343 units with development, acquisition & rehabilitation costs of over two hundred seventy five million dollars.

D. W. Jones, Inc. has previously been awarded workforce housing funding for several projects originally administered through DEED, then subsequently administered by Minnesota Housing. West River Falls Estates, a one hundred four (104) market rate unit housing project in Thief River Falls opened June 2016. Forest Ridge Apartments, a thirty-two (32) unit market rate housing project in Glenwood opened April 2018. The Colony, a thirty-six (36) unit market rate housing project in Pelican Rapids opened September 2020. Central Lakes Apartments, a thirty-seven (37) unit market rate housing project in Alexandria opened March 2021. 2nd Ave Apartments, a thirty-seven (37) unit market rate housing project in Long Prairie opened June 2021. Eleven01, a thirty-seven (37) unit market rate housing project in Roseau opened July 2022. Icon Apartments, a sixty-five (65) unit market rate housing project in Warroad opened October 2023.

13. Briefly explain the architect's experience with multifamily housing development, including the number of years and the projects they have recently worked on.

Cole Group Architects, LLC, was established in 1992. Cole Group offers complete architectural services from early planning and feasibility studies to construction documents, specifications, and job site inspections. D. W. Jones, Inc. has worked with Cole Group on several projects, including all seven of the D. W. Jones, Inc. workforce housing projects listed above.

14. Will the architect firm provide architectural supervision? If not, what are the plans to provide such supervision?

Yes. Architectural supervision is included in the contract.

15. Briefly explain the general contractor's experience with multifamily housing development, including the number of years and other projects they have recently worked on.

Miller Architects & Builders, Inc. was established in 2016. Miller Architects has provided General Contractor and construction supervision services to 22 projects, totaling 1,385 units for a total construction cost of over two hundred and twelve million. D. W. Jones, Inc. has worked with Miller Architects on several projects, including all seven of the D. W. Jones, Inc. workforce housing projects listed above.

16. Briefly explain the property management company's experience with multifamily housing development, including the number of years and other projects they have recently worked on.
- D. W. Jones Management, Inc. was established in 1997 to ensure that proper management was being administered to a growing multi-family low-income housing tax credit and subsidized housing portfolio. To date, D. W. Jones Management has fee contracts for 111 projects totaling 3,691 units located throughout Minnesota. The staff size has increased to thirty-six full time employees managing rental property in a geographic area defined by Zimmerman, MN, to the south, Roseau and Warroad, MN, to the north, Duluth and Silver Bay, MN, to the east and East Grand Forks, MN, to the west. D. W. Jones Management, Inc. currently staffs two site office locations to better serve the owner, the property and the community. These sites are located in



Grand Rapids, and Baxter, MN. D. W. Jones Management, Inc. is the management agent on all seven workforce housing projects listed above.

## General Information

17. Describe the current public infrastructure to support this development (ex. water, sewer, roads, and electricity). If not currently in place, describe the infrastructure needed, include the cost, the timetable of installation, and how the infrastructure will be paid.

The existing property is a gravel site with a city maintenance garage. Currently, all utilities are located in Pattison Street and are adequately sized for the project. Water and sewer will come directly into the building off Pattison to serve Wilderness Escape. A new public street will be constructed named 3<sup>rd</sup> Avenue W. The city has a cost estimate of \$569,300 to construct the street, extend the water and sewer into Wilderness Escape and construct the storm water retention pond. The city has been awarded an IRRR grant in the amount of \$850,000 to help pay for this work. Once the project is awarded funding from Minnesota Housing, the city will move forward with the street and utility work.

18. Describe the current status of all required approvals, building permits and zoning, and identify any that have not yet been formally obtained.

There are no outstanding permit issues. The only item left is to obtain a building permit.

19. If funds are awarded, when do you expect construction to begin and to be completed? Provide the expected month and year for both.

It is anticipated that construction would be start July 2025 and be completed June 2026.

## Financing Information

20. Who or what is providing the minimum matching funds of one dollar for every two dollars requested? In addition to the government resolution, provide documentation (for example, a letter from a local business, government or nonprofit) stating the amount of the match. If the match will be an in-kind donation, include the monetary value and supporting documentation of the value (for example, a valuation of land donation or an invoice for the materials donated).

**NOTE:** Funds from the developer, or an entity affiliated with the developer, will not qualify for the match requirement unless they are an Eligible Recipient and approved in writing.

The City of Ely will be donating the land to the Housing and Redevelopment Authority of Ely for Wilderness Escape at an appraised value of \$70,000. The City of Ely is also donating \$10,000 towards the market study. The Housing and Redevelopment Authority of Ely currently has reserve funds totalling approximately \$350,000 to contribute to the project. Wilderness Escape has been awarded \$850,000 in a grant from IRRR. The Housing and Redevelopment Authority of Ely has been granted permission to utilize the PILOT taxes at 5% for this project. Although

the PILOT tax will save the project money forever, we are only using 30 years as the basis of our match. The Housing and Redevelopment Authority of Ely currently owns other market rate properties that pay PILOT taxes. Ben Thomas, from St Louis County, has confirmed this in an email dated February 22, 2024. The County has estimated the taxes at \$ \_\_\_\_\_ if Wilderness Escape was paying market rate taxes. The savings over a 30 year period would be \$ \_\_\_\_\_.

21. For all other sources of financing listed in the workbook's Sources and Uses table, indicate below where they are coming from and if they have been formally secured. Review the Application Checklist for more information about what supporting documentation is needed and what must be included for it to count toward the project's secured financing.

- \$3,447,000 - First Mortgage
- A First Mortgage will be funded with the Housing and Redevelopment Authority of Ely issuing Housing Revenue Bonds for 30 years at 5.65% interest for only 24 months. The plan is to refinance when the rates drop in 3 years.
- 
- \$350,000 - Developer Cash Equity
- Ely Housing and Redevelopment Authority is committed to fund \$350,000 in cash equity.
- 
- \$4,126,180- Minnesota Workforce Housing Development Program
- A grant has been requested from Minnesota Housing for the construction of Wilderness Escape.
- 
- \$850,000- Iron Range Resources and Rehabilitation
- A grant has been awarded towards the construction of Wilderness Escape.
- 89,200
- \$80,000 – City of Ely Donation
- The city of Ely has committed to donating the land and cost of the market study towards the construction of Wilderness Escape.

## Certification

I certify that, to the best of my knowledge, the information I have provided in the application material is true and accurate. I acknowledge that some information provided in the application material may be or become public data, which is accessible to the public pursuant to the [Minnesota Government Data Practices Act \(Minnesota Statutes, Chapter 13\)](#).

Harold R. Langowski

---

Signature

Printed Name

Clerk-Treasurer

---

Title

Date

**GROUND LEASE AGREEMENT  
BETWEEN THE CITY OF ELY AND ELY GOLF CLUB CORPORATION**

This Ground Lease Agreement effective the \_\_\_\_ day of \_\_\_\_\_, 2024, is entered into by the City of Ely, a Minnesota municipal corporation (“Landlord”), and Ely Golf Club Corporation (“Tenant”). It is a legal agreement between the Tenant and the Landlord to rent the Premises described below.

Landlord and Tenant agree to the following terms.

1. The **Premises** (“Premises”) shall include the land legally described as follows:  
  
See attached Exhibit “A”
2. **Term of Ground Lease.** This Ground Lease is for a term of two (2) years, beginning on May 18, 2024 and ending on May 18, 2026. This Ground Lease is subject to Tenant’s compliance with the terms of the 6-86 DNR Inspection Report, attached hereto as Exhibit “B”.
3. **Rent.**
  - a. **Amount.** The rent for the Premises is \$0.00 per month.
4. **Use of Premises.** The Premises shall be used and occupied by Tenant only. The Premises shall be used as a golf course with the rental of motorized or non-motorized golf equipment, conduct retail sales, and operate concessions. The Tenant may not use the Premises for any unlawful activity. In particular, Tenant agrees that (a) Tenant will not unlawfully allow controlled substances in the Premises; and (b) the common area and building in which the Premises is located will not be used by the Tenant or others acting under his or her control to manufacture, sell, give away, barter, deliver, exchange, distribute, or possess a controlled substance in violation of any local, state, or federal law.
5. **Assignment and Subletting.** Tenant may not assign this Ground Lease, Ground Lease the Premises to anyone else (sublet), sell this Ground Lease or permit any other person to use the Premises without the prior written consent of the Landlord. If Tenant does, Landlord may terminate this Ground Lease as described in Paragraph 17 of this Ground Lease. Any assignment or sub Lease made without Landlord’s written consent will not be effective. Tenant must get Landlord’s permission each time Tenant wants to assign or sublet. Landlord’s permission is good only for that specific assignment or sub Lease.
6. **Liability.** Landlord is not responsible for any damage or injury that is done to Tenant on its property caused by fire, water, explosion or any other cause in the Premises. Landlord is not responsible for loss of any of Tenant’s property from the Premises or the building by theft or other cause. Tenant acknowledges that Landlord is not responsible for Tenant’s property being stored on said Premises and agrees to provide its own insurance on such equipment and personal property. Prior to occupying said Premises, Tenant shall provide to Landlord a current Certificate of Insurance as proof of liability coverage, including but not limited to premises coverage and

general liability insurance in an amount of \$1.5 million, per occurrence, and coverage for personal property and equipment.

7. **Indemnification.** Tenant shall hold harmless and indemnify Landlord from liability under any claims for injury or damage to persons or property resulting from the acts or omissions of Tenant, its officers, employees and agents under this agreement. Landlord agrees to hold harmless and indemnify Tenant from liability for any claims for injury or damage to persons or property resulting from the acts or omissions of Landlord, its officers, employees and agents.

8. **Heirs and Assigns.** The terms of this Ground Lease apply to the Tenant and Landlord. The terms of this Ground Lease also apply to any heirs, legal representatives and assigns of Tenant or Landlord.

9. **Additional Terms.**

a. This Ground Lease is subject to Tenant’s compliance with the terms of the 6-86 DNR Inspection Report, attached hereto as Exhibit “B”.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

TENANT:

CITY OF ELY:

By \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Its \_\_\_\_\_  
(Title)

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its Clerk-Treasurer

By \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Its \_\_\_\_\_  
(Title)



RESOLUTION GOVERNING WRITE-IN VOTE COUNTING

**WHEREAS**, Minnesota Statute § 204B.09, subd. 3 authorizes a city to adopt a resolution governing the counting of write-in votes;

**WHEREAS**, a city that adopts a resolution must do so before the first day of filing for office;

**WHEREAS**, city election officials spend considerable time and resources to count and individually record write-in votes cast, many of which are frivolous; and

**WHEREAS**, in order to save city time and resources, it is in the best interest of the City of Ely, to enforce restrictions on the counting of write-in votes consistent with the provisions of Minnesota Statute § 204B.09, subd. 3.

**NOW THEREFORE**, be it resolved by the City Council of the City of Ely, Minnesota that:

Any candidate wishing to have their write-in votes individually recorded must file a written request with the Clerk/Treasurer of the City of Ely no later than the seventh day before any municipal election.

Upon vote taken, the following voted:

For:

Against:

Whereupon said Resolution No. 2024-018 was declared duly passed and adopted this 16<sup>th</sup> day of April, 2024

\_\_\_\_\_  
Heidi Omerza  
Mayor

\_\_\_\_\_  
Harold Langowski  
Clerk/Treasurer



**AMENDMENT TO LISTING CONTRACT**

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1. Date April 1st, 2024  
2. Page \_\_\_\_\_ of \_\_\_\_\_ pages  
3. The undersigned parties to a Listing Contract, dated April 21st 2022, pertaining to the  
4. Property at TBD Sibley Court Drive Ely MN 55731  
5. Lot 1, Block 1, East Spaulding Addition

6. hereby mutually agree to amend said Listing Contract as follows:  
7. **Line 10 shall read 4/21/2025. The listing expiration date for the remaining lots of 9, 10 and 11 shall be April 21, 2025.**

- 8.
- 9.
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- 25.
- 26.

27. All other terms and conditions of the Listing Contract to remain the same.

28. **ACCEPTED BY:** Keller Williams Classic Realty - Duluth **BY:** [Signature]  
(Real Estate Company Name) (Licensee)  
4/1/2024  
(Date)

30. **ACCEPTED BY:** \_\_\_\_\_ **ACCEPTED BY:** \_\_\_\_\_  
(Seller/Owner) (Seller/Owner)  
31. \_\_\_\_\_  
(Date) (Date)

32. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN SELLER/OWNER AND BROKER.**  
33. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**