

Eveleth City Council Meeting

February 17, 2026



AGENDA
Eveleth City Council Workshop
Tuesday, February 17, 2026
Council Chambers, City Hall, Eveleth, MN
1:00 p.m.

- 1) City of Eveleth Public Financing Policy, Application for Public Financing Assistance
- 2) School Redevelopment Property and Community Center Project
 - Parking Lot Improvements
 - Tax Increment Financing Process Steps
 - Multi Family Apartment Project
- 3) Community Center
 - Lights at Entryway of Gym at Community Center
 - Review Waiver Document
 - Request to Purchase Items for Consideration at City Council meeting
- 4) Part-time Clerical Position for City Clerk Office
- 5) Discussion on Progress Park 1402 Building
- 6) Other Items

Workshop Agenda Items

City of Eveleth
City Council Meeting

February 17, 2026

City Hall Office Support Staff

- Input data for CIMS Cemetery software program (immediate need)
- Help with Elections
- Scanning of Records
- Records Retention (filing)
- Sort through old records to archive or destroy based on records retention schedule
- Answer phones/Greet visitors
- Train to cover in absence of utility clerk
- Help with City website
- Help with City Face Book page

**Receptionist
City of Eveleth**

Title of Class: Receptionist
Effective Date: October 2, 2007

DESCRIPTION OF WORK

General Statement of Duties: Performs clerical duties, support work, and related duties assisting the Clerk/Treasurer/Administrator's office with City government tasks. Assists in backing up other office staff as directed.

Supervision Received: Works under the general direction of the Administrator.

Supervision Exercised: None

TYPICAL DUTIES PERFORMED

The listed examples may not include all duties performed by all positions in this class. Duties may vary somewhat from position to position within a class.

Answers phones, provides information and assistance to callers, refers calls, takes messages, answers the radio and locates City staff.
Greets visitors at the counter, determines the nature of their business, directs them to the appropriate person, answers questions, and provides assistance as appropriate.
Provides clerical support to Assessor/Zoning Administrator.
Makes copies, posts notices, maintains public bulletin board.
Send out invoices for miscellaneous city services.
Types memos, letters, and envelopes; sends out mailings.
Research information and compiles as needed.
Perform data entry and maintains/runs reports.
Organize and index city information.
Organize, scans, file, label, code, destroy, archive city documents.
Provide backup support when city hall staff is out of office.
Special projects as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

Working skill in operating office equipment including operation of a personal computer, typewriter and adding machine.
Considerable ability to type and enter information into automated system with speed and accuracy.
Considerable ability to establish effective working relationships with City staff and the general public.
Working ability to prepare reports.
Considerable knowledge of modern office practices, procedures, and equipment.
Considerable knowledge of business English.
Considerable ability to follow oral and written instructions.
Considerable ability to type with speed and accuracy and take shorthand/dictation.

MINIMUM QUALIFICATIONS

High school graduate or equivalent and one year of clerical or related experience.

AGENDA
Eveleth City Council Meeting
2:30 p.m., Tuesday, February 17, 2026
Council Chambers, City Hall, Eveleth, MN

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. Minutes of City Council Workshop Meeting, January 29, 2026
2. Minutes of City Council Special Meeting January 29, 2026
3. Minutes of City Council Workshop Meeting February 2, 2026
4. Minutes of City Council Meeting February 2, 2026
5. Minutes of City Council Workshop Meeting, February 6, 2026

D. APPROVAL OF AGENDA

E. PUBLIC COMMENT

F. APPOINTMENTS/PRESENTATIONS

G. CONSENT AGENDA

1. Approval of Payroll – January 25th – February 7th, 2026

H. PUBLIC HEARINGS – None

I. UNFINISHED BUSINESS – None

J. NEW BUSINESS

- 1) Accept Donation from the Eveleth Volunteer Fire Auxiliary
- 2) Accept Donation from the Carnegie Corporation of New York
- 3) Authorization to Apply for 2026 Literacy Bridges Community Grant Program
- 4) Authorize Library Director to Attend 2026 Public Library Association Conference
- 5) Accept Resignation of Part-Time Library Clerk, Authorize Reposting of Position
- 6) Set Public Hearing for City of Eveleth Public Finance Policy
- 7) Authorize Payment of Parking Lot Improvements at School Redevelopment Property

- 8) Authorize City Administrator to Complete Municipal Credit Line Application
- 9) Authorize Purchases of Desk and Lateral File Drawers for City Administrator Office
- 10) Authorize Additional Purchases, Establish Fees, Waiver, Schedules for Community Center
- 11) Authorize Mayor to Sign Letter of Support Intersection Safety Project Building Grant
- 12) Application for Exempt Permit, Holy Spirit Church at Resurrection Church, 301 Adams Avenue
- 13) Consider Wage Increase for Emergency Medical Technician Paramedics
- 14) Authorize City Council to Enter into Closed Session per Minnesota Statutes Section 13D.05, Subdivision 3c3 to develop or consider offers or counter offers for the purchase or sale of real or personal property, Site 44.

K. COUNCIL PRESENTATIONS/COMMITTEE REPORTS

Board & Liaison Updates

L. ADMINISTRATIVE PRESENTATIONS

Police Chief
Public Works Director
City Engineer
Clerk-Administrator

M. ADJOURN

Agenda Items C.1-C.5

City of Eveleth

City Council Meeting

February 17, 2026

MINUTES
Eveleth City Council Special Meeting
2:00 p.m., Thursday, January 29, 2026
Council Chambers, City Hall, Eveleth, MN

A. CALL TO ORDER

Mayor Roen called the meeting to order at 2:01 p.m.

B. ROLL CALL

Councilor Jim Perpich, Present
Councilor John Rauzi, Present
Councilor Brian Lillis, Present
Councilor Joseph Koivunen, Present
Mayor Adam Roen, Present

Also present: City Administrator Pat Oman; Deputy City Clerk Stephanie Friebe; Public Works Director Jerry Rosati; Police Chief Jesse Linde

C. NEW BUSINESS

1. Approve 2025 Eveleth Pay Equity Report

Motion by Councilor Koivunen, second by Councilor Perpich to approve the 2025 Eveleth Pay Equity Report. Ayes – All.

D. ADJOURN

The meeting adjourned at 2:03 p.m.

MINUTES
Eveleth City Council Workshop Meeting
2:00 p.m., Thursday, January 29, 2026
Council Chambers, City Hall, Eveleth, MN

Councilor Jim Perpich, Present
Councilor John Rauzi, Present
Councilor Brian Lillis, Present
Councilor Joseph Koivunen, Present
Mayor Adam Roen, Present (left the meeting at 3:32 p.m.)

Also present: City Administrator Pat Oman; Deputy City Clerk Stephanie Friebe; Public Works Director Jerry Rosati; Police Chief Jesse Linde

Mayor Roen called the meeting to order at 2:04 p.m.

1. Downtown Strategic Planning; Teresa Appelwick, President Laurentian Chamber of Commerce

Teresa Applewick, President of the Laurentian Chamber of Commerce, presented the Council with information on the National Mainstreet Program which is based off historic information on main streets. The Chamber completed a survey with the Quad Cities communities to determine needs and wants for downtowns. Future meetings will be held to encourage the communities to join efforts to rebuild their downtown areas.

2. Tax Increment Financing Training; Stacie Kvilvang, Ehlers Public Finance Advisors

Stacie Kvilvang of Ehlers Public Finance Advisors presented a Tax Increment Financing 101 course for the Council.

3. Review Progress Parkway Project Action Items

This item will be discussed at the next City Council Workshop Meeting.

The meeting adjourned at 3:44 p.m.

MINUTES
Eveleth City Council Workshop
Monday, February 2, 2026
Council Chambers, City Hall, Eveleth, MN
4:00 p.m.

Councilor Jim Perpich, Present
Councilor John Rauzi, Present
Councilor Brian Lillis, Present
Councilor Joseph Koivunen, Present
Mayor Adam Roen, Present

Also present: City Administrator Pat Oman; Deputy City Clerk Stephanie Friebe; Public Works Director Jerry Rosati; Police Chief Jesse Linde; Alan Johnson, Bolton & Menk Engineering

Mayor Roen called the meeting to order at 4:02 p.m.

1. Discuss Fayal Pond Parking Lot

Public Works Director Rosati reminded the Council of the \$30,000 grant from the IRRRB towards funding for the Fayal Pond Parking lot improvements. The estimate for the parking lot was over \$100,000 and the Council decided to hold off and rebid the project. Rosati informed the Council that the project must be completed this summer in order to keep the grant money from the IRRRB. City Engineer Alan Johnson will bring back the original designs for the Council to review and possibly modify.

Councilor Rauzi said that this is Eveleth's entryway into town and it needs to be nice and functional. This item will be discussed at a future workshop meeting.

2. Law Enforcement Service Agreement, Fayal Township

Police Chief Jesse Linde provided information to the Council on the current annual amount that Fayal Township is paying the City of Eveleth for law enforcement service. Linde also provided figures for what surrounding cities are paying for law enforcement. Biwabik contracts with the Gilbert Police Department and Buhl contracts with the Chisholm Police Department. The Eveleth Police Department averages about 650 calls to Fayal per year.

Councilor Lillis believes the City of Eveleth needs to be in a position where the service agreement with Fayal Township pays for one-full time police officer position. Fayal currently pays \$55,902 for law enforcement services. Discussion took place on raising the fee over the next two years. Mayor Roen requested that the Council move forward with an amount at the March 2nd City Council Meeting.

3. Review Zoning Administrator Analysis of Vacating Alley Request

The Council reviewed the analysis and comments from Zoning Administrator Tony Jeffries regarding the request from Annamae Tomczak, property owner of 809 Douglas Avenue. Public Works Director Rosati informed the Council that there are some power lines that would need to be moved which could be quite costly. The cost to move the power lines would be paid by Ms. Tomczak. Councilor Lillis pointed out that Ms. Tomczak has requested the City Engineer survey the property and put pins in the ground to determine the lot lines. Lillis said this issue has already been adjudicated and the judge made a court order regarding the property lines.

City Administrator Oman will communicate with Ms. Tomczak to inform her that per State Statute the alley property would be split by each adjacent land owner. He will give her an estimate on the cost to move the lights and inform her that the City Engineer will not be surveying the property. If Ms. Tomczak would still like to move forward with the alley vacation request, the City would follow the proper procedure which includes a public hearing and notifying the adjacent property owners.

4. Consider Data Practices Policy Proposal

City Administrator Oman referred to the Data Practices Policy which is on the regular Council Meeting Agenda for Council consideration. The City does not currently have a data practice policy in place. If adopted, the policy would require anyone wanting to inspect records or receive copies of information to complete a form. The City would also charge for copies to be paid upfront before records would be released.

5. Review Progress Parkway Action Items

City Engineer Alan Johnson discussed the following items the County has requested City Council action on for Progress Parkway:

Trail lighting and bench locations along Progress Parkway: The County will install concrete pads for benches and would like to know the City's preference as to where and how many concrete bases should be placed. The City will be responsible to provide and install the benches. The County will also provide trail lighting with the City responsible to operate and maintain the lights.

Lift Station at Station 44: The new road for Progress Parkway will come out at Station 44 where the City's lift station is located. St. Louis County will pay to have the lift station moved, but will not pay for betterment of the station. The City may be looking at improving the lift station's capacity which would come at the City's expense.

Future land development sites along Progress Parkway: City Engineer Johnson has received information on the Wetlands and will be working to layout the sites on a map to create a

concept of the locations. Johson estimated he will have an updated drawing in March for Council review.

Utility Road behind Super 8: The County is asking if the City would like to construct an improved street alignment of the existing utility road behind the Super 8. The project would pay for a minimalistic connection to the existing utility road. The City would be responsible for any costs to upgrade the road. The Council is in favor of the County completing their portion of the road with the City upgrading when funding is available.

Funding extension related to City utilities along Progress Parkway until 2031: The County wants to ensure the funding is not endangered due to the delay of the project. The County has cautioned the City to secure the extension as to not lose the \$12 million dollar funding. City Engineer Johson has informed the City's lobbyist, Gary Cerkenik, of the situation.

6. School Redevelopment Property and Community Center Project

Interviews of gym attendants have been completed. The City is still trying to determine if there is fiber to the building. The Council will discuss rental prices for the facilities at a future workshop meeting.

7. Other Items

The meeting adjourned at 5:27 p.m.

MINUTES
Eveleth City Council Meeting
5:30 p.m., Monday, February 2, 2026
Council Chambers, City Hall, Eveleth, MN

A. CALL TO ORDER

Mayor Roen called the meeting to order at 5:30 p.m.

B. ROLL CALL

Councilor Jim Perpich, Present
Councilor John Rauzi, Present
Councilor Brian Lillis, Present
Councilor Joseph Koivunen, Present
Mayor Adam Roen, Present

Also present: City Administrator Pat Oman; Deputy City Clerk Stephanie Friebe; Public Works Director Jerry Rosati; Police Chief Jesse Linde; Alan Johnson, Bolton & Menk Engineering

C. APPROVAL OF MINUTES

Motion by Councilor Koivunen, second by Councilor Rauzi to approve the following minutes:

- 1. Minutes of City Council Workshop Meeting held January 21, 2026; and*
- 2. Minutes of City Council Special Meeting held January 21, 2026.*

Ayes – All.

D. APPROVAL OF AGENDA

Motion by Councilor Perpich, second by Councilor Koivunen to approve agenda with the following additions:

- I.11 Resolution Accepting Donation to the Library in Memory of Joe Rozinka*
- I.12 Reschedule the next Regular City Council Meeting due to Holiday*
- I.13 Discuss On-Site Meeting for Full Council at the Community Center*

E. PUBLIC COMMENT

None.

F. APPOINTMENTS/PRESENTATIONS

None.

G. CONSENT AGENDA

1. Approval of Payroll – January 10-24, 2026 in the amount of \$164,384.05

Motion by Councilor Rauzi, second by Councilor Perpich to approve Consent Agenda Item G.1. Approval of Payroll. Ayes – All.

2. Approval of Claims – January 2026 in the amount of \$1,362,375.90

Motion by Councilor Perpich, second by Councilor Rauzi to approve Consent Agenda Item G.2. Approval of Claims. Ayes – Rauzi, Koivunen, Perpich, Roen; Abstain – Lillis (due to conflict of interest). Motion carried.

H. PUBLIC HEARINGS

None.

I. NEW BUSINESS

1. Accept Donation from Bonnie McDowell to the K-9 Unit

Motion by Councilor Koivunen, second by Councilor Lillis to adopt Resolution No. 2026-05, “Resolution Accepting Donation for K-9 Unit from Bonnie McDowell” and to send her a letter of thanks. Ayes – All.

2. Accept the Resignation of Austin Miller from the Eveleth Fire Department

Motion by Councilor Rauzi, second by Councilor Koivunen to accept the resignation of Austin Miller from the Eveleth Fire Department and to send a letter of thanks for his service. Ayes – All.

3. Accept the Resignation of Jared Montgomery from the Eveleth Ambulance Service

This item was removed from the agenda.

4. Approve Alice Location Land Licenses for Altobelli & Peterson Construction, Sleeves Sportsmans Bar Inc., and OSI Environmental, Inc.

Motion by Councilor Perpich, second by Councilor Rauzi to approve the Alice Location Land Licenses for Altobelli & Peterson Construction, Sleeves Sportsmans Bar Inc., and

OSI Environmental, Inc. Ayes – Rauzi, Perpich, Lillis, Roen; Abstain – Koivunen (due to conflict of interest). Motion carried.

5. Consider Authorizing City Engineer to Proceed with Design Services for the Station 44 Lift Station and Addition Design Services

Motion by Councilor Lillis, second by Councilor Perpich to authorize City Engineer to Proceed with Design Services for the Station 44 Lift Station and Addition Design Services. Ayes – All.

6. Consider Purchase of a Sulzer 5hp Pump for the Holding Pond Return

Motion by Councilor Koivunen, second by Councilor Perpich to approve the purchase of a Sulzer 5hp Pump for the holding pond return. Ayes – All.

7. Approve the City of Eveleth Data Practices Policy

Motion by Councilor Rauzi, second by Councilor Lillis to approve the City of Eveleth Data Practices Policy. Ayes – All.

The Data Practices Policy will be on the City's website for the public to view.

8. Authorize Responses to Progress Parkway Action Items

Motion by Councilor Koivunen, second by Councilor Perpich to authorize City Engineer's responses to St. Louis County's requests regarding Progress Parkway as follows:

- *Trail lighting and benches along Progress Parkway Corridor*
- *Lift Station at Station 44 Proposal*
- *Future land development sites along Progress Parkway*
- *Utility Road behind Super 8*
- *Funding extension related to City utilities along Progress Parkway until 2031*

Ayes – All.

9. Authorize Additional Purchases, Establish fees, Schedules for Community Center

Motion by Councilor Lillis, second by Councilor Koivunen to authorize purchases for the Community Center in an amount not to exceed \$5,000. Ayes – Rauzi, Koivunen, Perpich, Lillis; Abstain – Roen (due to conflict of interest). Motion carried.

The fees and schedules for the Community Center will be approved at a future Council Meeting.

10. Authorize City Council to Enter into Closed Session per 13D.05Subdivision3c3 to develop or consider offers or counter offers for the purchase or sale of real or personal property, Parcel 44

(This item was moved to the end of the meeting after Administrative Presentations.)

Motion by Councilor Lillis, second by Councilor Rauzi to authorize the City Council to go into closed session per 13D.05Subdivision3c3 to develop or consider offers or counter offers for the purchase or sale of real or personal property, Parcel 44. Ayes – All.

The Council went into closed session at 6:17 p.m. Closed session ended at 6:58 p.m. and the regular meeting reconvened at 6:59 p.m.

Motion by Councilor Lillis, second by Councilor Perpich to support the City Council to continue negotiations with potential developer for the property at Parcel 44. Ayes – All.

11. Resolution Accepting Donation to Library in Memory of Joe Rozinka

Motion by Councilor Rauzi, second by Councilor Lillis to adopt Resolution No. 2026-06, “Resolution Accepting Donation to Library in Memory of Joe Rozinka” and to send a letter of thanks to Bill and Kathleen Cina. Ayes – All.

12. Reschedule the next Regular City Council Meeting due to Holiday

Motion by Councilor Koivunen, second by Councilor Rauzi to reschedule the next Regular City Council Meeting (due to Presidents’ Day holiday) to Tuesday, February 17, 2026; and that the Workshop Meeting be held at 1:00 p.m. and the regular City Council Meeting will be held at 3:00 p.m. Ayes – All.

(Of note at the February 6, 2026 City Council Workshop Meeting, the regular City Council Meeting was moved to 2:30 p.m. The Workshop Meeting time remained the same at 1:00 p.m.)

13. Discuss On-Site Meeting for Full Council at the Community Center

Motion by Councilor Rauzi, second by Councilor Lillis to schedule the City Council for an On-Site Meeting at the Community Center on Monday, February 23, 2025 at 11:00 a.m.

K. COUNCIL PRESENTATIONS/COMMITTEE REPORTS

Councilor Rauzi and Lillis attended the recent EDA Meeting. Councilor Lillis said the meeting was somewhat of an organizational meeting for the EDA. Lillis said he is pleased with the action items that were on the agenda. One of the biggest items the EDA will be

working on is the establishment of the local grocery store. Lillis said this will be a regular meeting topic, and he hopes to give an estimated timeline for the store soon.

Councilor Koivunen reported on the RRCC Board Meeting in which maintenance of the facility was discussed.

Mayor Roen attended the VEEDA Meeting in mid-January which was held at the Virginia City Council. VEEDA is down to owning one building in Progress Park. The tenant recently moved and the building is vacant. VEEDA also owns land that St. Louis County needs in order to finish the Progress Parkway Project.

Mayor Roen also reported on three days of CDBG Meetings. This year the group distributed over a total of \$1 million dollars in grant money to surrounding communities. Eveleth was approved for a CDBG grant.

Mayor Roen will be meeting with RAMS tomorrow.

L. ADMINISTRATIVE PRESENTATIONS

Public Works Director – Director Rosati reported on a water break affecting A Avenue. The City crew is trying to find where the break is happening and will continue to work until the issue is resolved.

Mayor Roen thanked City Hall staff for getting the City’s Facebook page up and running.

Clerk-Administrator – Administrator Oman indicated the City did receive the OEM Services Grant for the Ambulance Service. The initial thought was to use the grant money for increased salaries for the EMTs which would require Council approval.

Oman has been working with Abdo to prepare the City for the audit. Oman has also submitted the City’s Brownfields priority as the Alice Location.

Mayor Roen would like to hold a workshop meeting to discuss developing an apartment at the former school site. The Council will also discuss the possibility of vacating Roosevelt Avenue.

M. ADJOURN

The meeting adjourned at 7:21 p.m.

MINUTES
Eveleth City Council Workshop Meeting
1:00 p.m., Friday, February 6, 2026
Council Chambers, City Hall, Eveleth, MN

Councilor Jim Perpich, Present
Councilor John Rauzi, Present
Councilor Brian Lillis, Present
Councilor Joseph Koivunen, Present
Mayor Adam Roen, Present

Also present: City Administrator Pat Oman; Deputy City Clerk Stephanie Friebe; Public Works Director Jerry Rosati; Alan Johnson, Bolton & Menk Engineering

Mayor Roen called the meeting to order at 1:02 p.m.

1. Discuss Abandoning Roosevelt Avenue

The former Junior High property and the former high school property are divided by Roosevelt Avenue. The Council would like to combine the two pieces of land on the 400th Block of Roosevelt Avenue into one. The short-term benefit would include a temporary basketball court along with the hockey rink on the former Junior High property. The City could put up concrete barriers to keep traffic out. This would promote safety in this area as cars would not be driving through the street while people are crossing between the two areas.

Councilor Lillis suggested blocking off the traffic and moving forward with the process of vacating the street. City Administrator Oman will take the appropriate steps which will include a public hearing. This item will be added to the February 17, 2026 City Council Meeting for approval.

2. Discuss School Redevelopment Project

Greg Hoffman and Caitlin McDonald from Edina Realty addressed the Council. They proposed their services in coming up with potential builders for the former school property.

Councilor Lillis pointed out that the City was awarded quite a bit of money from the IRRRB and that certain housing requirements must be met in order to keep all of the funding. Lillis would like to see the Council decide on a final land use plan as quickly as possible.

City Administrator Oman said that a housing study was completed and the Council should refer to the study to determine housing demands. The property needs to be platted before development can begin. Oman will be putting together a list of items to work on.

City Engineer Alan Johnson will bring an updated map to the next workshop meeting. Mayor Roen would like a very basic map, of only what the City intends to do with the site, to present at the Town Hall Meeting on February 25th.

3. Discuss Purchases, Establish Fees, Schedules for Community Center

Surveys for the Community Center were distributed in the City's utility bills. The surveys are starting to come back in.

Discussion took place on setting rental prices and establishing a resident vs. nonresident rate.

City Administrator Oman is working with the City Attorney to determine if waivers will need to be filled out in order to use the bouncy houses.

4. Meeting with Developer

This item was discussed at the beginning of the meeting until 1:32 p.m.

Rob Finnigan introduced himself as a developer. Finnigan lives in Duluth and has been involved with difficult to build projects. He currently has a client looking to build a facility who is interested in Eveleth property on Station Road 44. The project would be a \$20 million dollar development, but the nature of the business cannot be disclosed at this time. Finnigan said that in order for the project to be a possibility in Eveleth, the property must be considered a Federal Opportunity Zone. The client must have a contractual right to buy the land. Finnigan said it would be a deal breaker if the property is not an Opportunity Zone.

The Council decided on moving the next regular Council Meeting to begin at 2:30 p.m. rather than at 3:00 p.m. on February 17th. The workshop meeting will remain at 1:00 p.m. on that day.

The meeting adjourned 3:30 p.m.

Consent Agenda Items

City of Eveleth
City Council Meeting

February 17, 2026



MEMORANDUM

TO: Mayor & City Council
FROM: Pat Oman, City Administrator
DATE: February 12, 2026
SUBJECT: Approval of Payroll: January 25 – February 7, 2026

January 25 – February 7, 2026

\$140,526.11

Agenda Item J.1

City of Eveleth

City Council Meeting

February 17, 2026

CITY OF EVELETH, MINNESOTA

RESOLUTION NO. 2026-xx

**ACCEPTING DONATION FROM
THE EVELETH VOLUNTEER FIRE AUXILIARY**

BE IT RESOLVED by the City Council of Eveleth, Minnesota as follows:

WHEREAS, the City of Eveleth has received the following donation for the city of Eveleth:

Equipment Purchases Eveleth Volunteer Fire Auxiliary

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Eveleth authorizes the receipt of this donation.

The foregoing resolution, offered by Councilor XXXX, and on his motion, supported by Councilor XXXX was declared carried on the following vote:

Voting Aye:

Voting Nay:

Absent:

ADOPTED by the City Council of the City of Eveleth this 17th day of February, 2026.

Adam Roen, Mayor

Attest:

Pat Oman
City Clerk/Administrator

Approved: February 17, 2026

Published: February xx, 2026



EVELETH VOLUNTEER FIRE AUXILIARY

217 Hayes Street

Eveleth, MN 55734

(218) 744-2145

evelethvolunteerfireauxiliary@gmail.com

January 27, 2026

To Eveleth City Council,

Our auxiliary was formed in January 2025 with the sole intent to assist the fire department by purchasing equipment needed for the safety of the fire department members and our community. Our funding is through donations from businesses and individuals and fundraising events. We have purchased and delivered the following to the Eveleth Fire Department:

2 carbide chains for the chainsaw.

24 L.E.D. road safety flares

Low angle rescue equipment

600 feet of rescue rope

Litter harness with carabiners

2 NFPA anchor plates

4 choker anchor straps

2 carabiner swivels

4 large arabiners

Please accept this donation to the Eveleth Fire Department. In the future we plan to continue purchasing equipment for the department as our funds allow.

Sincerely,

Members of the Eveleth Volunteer Fire Auxiliary

Agenda Item J.2

City of Eveleth

City Council Meeting

February 17, 2026

CITY OF EVELETH, MINNESOTA

RESOLUTION NO. 2026-xx

**ACCEPTING DONATION FOR THE EVELETH LIBRARY
FROM THE CARNEGIE CORPORATION OF NEW YORK**

BE IT RESOLVED by the City Council of Eveleth, Minnesota as follows:

WHEREAS, the City of Eveleth has received the following donation for the city of Eveleth:

\$ 10,000 Carnegie Corporation of New York

No stipulations on the use of funds.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Eveleth authorizes the receipt of this donation.

The foregoing resolution, offered by Councilor XXXX, and on his motion, supported by Councilor XXXX was declared carried on the following vote:

Voting Aye:

Voting Nay:

Absent:

ADOPTED by the City Council of the City of Eveleth this 17th day of February, 2026.

Adam Roen, Mayor

Attest:

Pat Oman
City Clerk/Administrator

Approved: February 17, 2026

Published: February xx, 2026



January 16, 2026

Mary Ellen Higgins, Library Director
Eveleth Public Library
614 Pierce Street
Eveleth, MN 55734

Dear Eveleth Public Library,

It gives me great pleasure to enclose this check from Carnegie Corporation of New York in celebration of the 250th anniversary of the Declaration of Independence. Andrew Carnegie wrote that libraries are “cradles of democracy” and it has been truly inspiring to hear accounts from across America of how the 1350-plus surviving Carnegie Libraries are serving their communities today.

This gift is freely given without conditions or expectations, you can spend it however you choose for the benefit of your library and community in commemoration of the 250th anniversary.

The response we have had to our renewed focus on libraries has been overwhelming and overwhelmingly positive. At a time of unprecedented strain to our social cohesion, libraries are among the few public institutions which play a genuinely unifying role. Thank you for all the good work you are doing.

With best regards,

A handwritten signature in cursive script, appearing to read "Louise Richardson".

Dame Louise Richardson
President, Carnegie Corporation of New York

Agenda Item J.3

City of Eveleth

City Council Meeting

February 17, 2026



2026 Literacy Bridges: Empowering 21st Century Communities Grant Program

The Literacy Bridges: Empowering 21st Century Communities Grant Program is a two-year initiative that will train library staff working in Carnegie-built libraries in small and rural areas of the U.S. to deliver programs integrating adult basic and digital literacy skills.

Grant Program Overview

For those invited to apply, applications will be sent via email on February 2, 2026.

Applications open March 11, 2026.

Applications must be submitted online by April 8, 2026 at 6 pm PST / 7 pm MST / 8 pm CST / 9 pm EST

Literacy Bridges is an **invitation-only** grant opportunity which supports individual library staff members who are passionate about advancing adult basic and digital literacy in their communities. Invited participants will take part in a competitive review process for a \$25,000 grant award, which includes funding for new or expanded Adult Literacy programming at their library and their participation in a professional development cohort.

Through this program, selected individuals will have the opportunity to strengthen their skills in designing and leading locally responsive literacy initiatives. Alongside peers from other libraries, participants will engage in learning sessions and mentorship focused on program design, community partnerships, and program sustainability.

Ideal applicants will bring creativity, a strong connection to their communities, and a desire to make a lasting impact through inclusive, community-centered literacy programs tailored to local needs and aspirations.

Participation Requirements

Two cohorts will be selected during this application offering and participate in monthly 1-hour cohort trainings sessions during these time periods:

- Cohort 1: July 2026 – March 2027
- Cohort 2: June 2027 – February 2028

Both cohorts will be required to travel to the next two ARSL Conferences:

- 2026 ARSL Conference – Montgomery, AL (September 17-19, 2026)
- 2027 ARSL Conference – Milwaukee, WI (September 16-18, 2027)

Application Timeline

- Invitations sent directly to qualifying libraries via email: February 2nd, 2026
- Application open date: March 11, 2026
- Application deadline: Applications must be submitted by April 8, 2026 at 6 pm PST / 7 pm MST / 8 pm CST / 9 pm EST
- Anticipated notification of awards: End of May, 2026

Grant Award Period

The \$25,000 grant must be fully expended within 24 months of receipt and may be used to support eligible project costs, including program implementation, professional development, and related travel.

Cohort Participation

Selected applicants will be placed into one of two separate cohort cycles which will meet on the first Wednesday of each month at 11 am PST / 12 pm MST / 1 pm CST / 2 pm EST.

Cohort 1:

- Training Sessions: July 2026 – March 2027
- Local Program Delivery: April 2027 – October 2027

Cohort 2:

- Training Sessions: June 2027 – February 2028
- Local Program Delivery: March 2028 – September 2028

Reporting Requirements

Each awardee will be asked to provide a brief final grant report of the impact of their upskilling and their local program outcomes and future sustainability plans. Photos are encouraged.

Eligibility

- This opportunity is open by invitation to individual staff members currently employed at **Carnegie-built libraries** in rural and/or small communities.
- Applicants must be able to attend required courses and in-person events

Guidelines

- Only invited applicants will be considered.
- 501(c)3 status is not required.
- ARSL membership not required to apply.
- Awardees will be required to attend regular, one-hour cohort sessions virtually and attend two ARSL Conferences for in-person training and collaboration.
- The ARSL Grants, Awards & Scholarships Committee will assess applicability through an established rubric during the selection process.
- If applicable, applicants must ensure that AI-assisted content is reviewed to ensure accuracy, appropriateness, and relevance to the purpose of the grant, and no confidential information is placed in third-party AI application tools.

How Libraries Were Selected for Invitation

Carnegie-built libraries were invited based on whether they met conventional guidelines to determine if they were categorized as serving rural and/or small communities.

- Small public libraries are those with a legal service area population below 25,000 people.
- Rural public libraries are those which serve communities that are located more than 10 miles from an urbanized area.

If you have questions about your library specifically, please reach out to info@arsl.org. Support for this program was provided by a grant from Carnegie Corporation of New York.

Agenda Item J.4

City of Eveleth

City Council Meeting

February 17, 2026



Register Now!

Pick Your Learning Path

With more than 100 educational programs curated by and for public library professionals, the PLA Conference offers unparalleled opportunities for you to explore, learn, and connect with national leaders sharing effective strategies.

Mix and match or dive deep into any of our 11 topical tracks to build your schedule. Combine your educational interests with free networking receptions, general sessions, and other special events at the conference and around Minneapolis for a complete experience.



"This conference was by far the most useful library conference I have been to."
—PLA 2024 attendee, post-conference survey

Our programs are designed to be both practical and actionable, making it easy for attendees to adapt what they've learned and apply it in their libraries back home. Scroll below to view the full list. All times are Central Daylight Saving Time.

Press Ctrl+F (Windows) or Command+F (Mac) to search the list for keywords, program titles, or speaker names.

All Dates ▾

All Tracks ▾

- All Tracks
- Advocacy, Fundraising, and Communication

AI Book Clubs and Digital Literacy for Older Adults

Wednesday, Apr 1, 2026 10:15 AM - 11:15 AM

Serving Adults, Technology

Discover how a small public library built community, sparked curiosity, and bridged the digital divide with an AI hybrid program uses generative AI tools to enrich book discussions, increase digital confidence, and explore freedom. Attendees will leave with a replicable framework, practical tech tips, and inspiration to engage older



Autumn Hassett, Executive Director, Cotuit Library Association, *Organizer*
[View Details](#)

Advocacy, Fundraising, and Communications

Collections and Tech Services

Community Engagement and Partnerships

Intellectual Freedom

Leadership

Serving Adults

Serving Teens/Young Adults

Serving Youth

Spaces, Places, and Security

Activating Teen Services in Rural Communities

Wednesday, Apr 1, 2026 10:15 AM - 11:15 AM

Serving Teens/Young Adults

Rural teen librarians are rockstars. Engaging a notoriously misunderstood age group while distanced from urban hubs? Challenge accepted! Many discussions center on large branches with few connectivity barriers. We will consider our experiences at rural locations and challenges still present at small libraries within large systems – lack of nearby social supports, transportation, and space to name a few. We will share case studies, common barriers, clever solutions, and our happy successes.



Cejay Johnson, Teen Services Librarian, King County Library System, *Organizer, Presenter*
[View Details](#)



Marie Guenette, Children's and Teen Services Librarian, King County Library System, *Organizer, Presenter*
[View Details](#)



Kristy Calhoun, Teen Services Librarian, King County Library System, *Presenter*
[View Details](#)

Advancing Anti-racism, Equity, and Justice Through Programming Design

Wednesday, Apr 1, 2026 10:15 AM - 12:15 PM

Advocacy, Fundraising, and Communications, Leadership

What does it mean to chart a path for a public library that embeds anti-racism into programs and decision-making? This panel convenes future-forward leaders exploring how anti-racism and social justice practices are deeply impacting institutions and public design. Participants will engage research-based tools to apply human-centered design, racial equity, and social justice guiding principles to future services and justice-centered community engagement.



Margaret Sullivan, Principal In-Charge, Margaret Sullivan Studio LLC, *Organizer*
[View Details](#)



Nicole Cooke, Augusta Baker Endowed Chair and Full Professor, School of Information Science, University of South Carolina, *Presenter*
[View Details](#)



Cyndee Landrum, Allen Smith Visiting Scholar/Associate Professor, Simmons University School of Library and Information Science, *Presenter*
[View Details](#)



Edwin Harris, Principal, *Co-Presenter*



Nathan Johnson, Partner, *Co-Presenter*

Conference 101

New at PLA 2026!

Tuesday, March 31, 2026, 3:30 PM–5:00 PM

Whether you're a first timer or a PLA Conference regular, Tuesday's Conference 101 session will help kick off your time in Minneapolis with confidence and excitement! Join us to plan your PLA 2026 Conference experience with guidance from PLA member-leaders, who will share their insights on how to make the most of the conference, with its many opportunities to learn and connect. Our experts will share tips and answer your questions about selecting programs, navigating the exhibits hall, meeting new people, taking what you learn home to your library, and much more!

[Hot Takes](#) and Conference 101 are the only official PLA 2026 Conference programs offered on Tuesday. Held close to the registration area, these sessions will provide a lively introduction to the Conference experience.

PLA thanks ThriftBooks Global for its exclusive support of Conference 101.

ThriftBooks Global is a silver-level sponsor of the PLA 2026 Conference.

*"Attending this conference reignited my love for my job...
what I'm doing here is changing lives."
—PLA 2024 attendee, post-conference survey*



Hot Takes New at PLA 2026!

Tuesday, March 31, 2026, 1:00 PM–3:00 PM

What's your take on the future of public libraries? Join us for mild, medium, and spicy ideas from your peers that will get people talking! Hot Takes is a learning and networking event new to PLA 2026. This Tuesday afternoon session features quick, high-energy talks from passionate public library people. Pop in to share your ideas, get inspired, and make connections before the official conference kick-off!

Hot Take	Presenter
All libraries will be indie studios making content within their community	Timothy Decker
Comics and graphic novels are better for literacy than " normal " books	Natosha Jones
Libraries need to reject generative AI	Abigail Dillon
Library buildings are boring, take the library to the people	Mandy Decker
Professional librarians will no longer exist	Christinna Swearingen
Let's get digital! Physical AV collections need to go	Christine Lazaris
Teen services will keep suffering because teens aren't treated like people	Prairie Hanson
The future of libraries is outside—in gardens , parks, and nature trails	Jennifer Peters
The real threat isn't book banners—it's libraries self-censoring	Cassandra Taylor
Trauma-informed isn't free—pay library workers for the care they provide	Leah T. Dudak
Want a strong future? Make books the star of your library again	Angela Hursh

Hot Takes and [Conference 101](#) are the only official PLA 2026 Conference programs offered on Tuesday. Held close to the registration area, these sessions will provide a lively introduction to the Conference experience.

Schedule At-a-Glance

Most conference events—including all concurrent programs—will take place in the [Minneapolis Convention Center](#), 1301 2nd Ave S, Minneapolis, MN 55404.

All times are Central Daylight Saving Time. (\$) indicates an event requiring a separate paid registration or ticket. (★) indicates an event requiring a separate free registration or ticket. Schedule is subject to change.

Day, Date	Time	Event
Tuesday, March 31, 2026	7:30 AM–5:00 PM	Registration Open
	12:15 PM–5:00 PM	Minneapolis Metropolitan Library Tour (\$)
	1:00 PM–3:00 PM	Hot Takes
	3:30 PM–5:00 PM	Conference 101
Wednesday, April 1, 2026	7:00 AM–6:00 PM	Registration Open
	8:30 AM–10:00 AM	Opening Session
	10:15 AM–12:15 PM	Deep Dive Programs
	10:15 AM–11:15 AM	Programs
	11:45 AM–12:45 PM	Programs
	12:30 PM–1:45 PM	Author Lunch (\$)
	2:00 PM–3:00 PM	Programs

10:15 AM–12:15 PM	Deep Dive Programs
10:15 AM–11:15 AM	Programs
11:45 AM–12:45 PM	Programs
12:30 PM–1:45 PM	Author Lunch (\$)
1:30 PM–2:00 PM	Exhibits Closing Reception
2:15 PM–3:15 PM	Programs
3:30 PM–4:30 PM	Closing Session



[Public Library Association](#) | A division of the [American Library Association](#)

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Agenda Item J.5

City of Eveleth

City Council Meeting

February 17, 2026



MEMORANDUM

TO: Mayor & City Council

FROM: Pat Oman, City Administrator

DATE: February 12, 2026

SUBJECT: Accept Resignation of Part-Time Library Clerk, Authorize Reposting of Position

The city of Eveleth has received the resignation of Kya Huewe, as a part-time library clerk. The request is for the city council to accept that resignation and authorize posting of this position.

Agenda Item J.6

City of Eveleth

City Council Meeting

February 17, 2026



MEMORANDUM

TO: Mayor & City Council

FROM: Pat Oman, City Administrator

DATE: February 12, 2026

SUBJECT: Set Public Hearing for City of Eveleth Public Finance Policy

In the enclosed Minnesota State Statutes 116J.994 REGULATING LOCAL and STATE BUSINESS SUBSIDIES Subdivision 2, Developing a set of criteria, "A business subsidy may not be granted until the grantor has adopted criteria after a public hearing for awarding business subsidies that comply with this section." The attached public financing policy will develop the criteria necessary for reviewing business subsidies for a prospect at a public hearing. The request is for the city council to set a date for having a public hearing to review the proposed public financing policy.



**City of Eveleth and
Eveleth Economic Development Authority
Public Financing Policy
2026**

INTRODUCTION:

This Public Financing Policy (the “Policy”) is adopted for purposes of the business subsidies act, pursuant to Minnesota Statutes, Sections 116J.993 through 116J.995, as amended (the “Statutes”). Terms used in this Policy are intended to have the same meanings as those used in the Statutes. Subdivision 3 of the Statutes specifies forms of financial assistance that are not considered a business subsidy. This list contains exceptions for several activities, including redevelopment, pollution clean-up, and housing, among others. By providing a business subsidy, the city commits to holding a public hearing, as applicable, and annually reporting to the Department of Employment and Economic Development (“DEED”) on job and wage goal progress if and when required by the Statutes.

1. PURPOSE AND AUTHORITY:

- A. The purpose of this document is to establish criteria for the City of Eveleth (“City”) and the Eveleth Economic Development Authority (“EDA”) for the granting of business assistance and public financial assistance for private development within the City. As used in this Policy, the term “City” shall be understood to include the EDA. The criteria outlined in this Policy shall be used as a guide in processing and reviewing applications requesting public financing assistance. As used in this Policy, the term business assistance includes, but is not limited, assistance constituting a “business subsidy” under the Statutes.
- B. The City's ability to grant business assistance is governed by the limitations established in the Statutes and other provisions of Minnesota law. The City may choose to apply the criteria contained herein to other development activities not covered under the Statutes. City public financial assistance may or may not be considered a business subsidy as defined by the Statutes.
- C. Public finance assistance include grants by state or local government agencies, contributions of personal property, real property, infrastructure, the principal amount of a loan at rates below those commercially available to the recipient of the assistance, any reduction or deferral of any tax or any

fee, tax increment financing (TIF), abatement of property taxes, loans made from City funds, any guarantee of any payment under any loan, lease, or other obligation, or any preferential use of government facilities given to a business. Certain types of public finance assistance may not be considered business subsidies under the Statutes.

- D. The criteria contained herein shall be used in conjunction with other relevant policies of the City. Compliance with the Policy shall not automatically mean compliance with such separate policies.
- E. The City, at its sole discretion, may deviate from the job and wage goals criteria outlined in Section 5 D, E, and F below by documenting in writing the reason(s) for the deviation. The documentation shall be submitted to DEED with the next annual report.
- F. The City may amend this document at any time. Amendments to this Policy are subject to public hearing requirements contained in the Statutes.

2. CITY'S OBJECTIVE FOR THE USE OF PUBLIC FINANCING:

- A. As a matter of adopted policy, the City may consider using public financial assistance which may include tax increment financing (TIF), tax abatement, and other forms of public financing as appropriate, to assist private development projects. Such assistance must comply with all applicable statutory requirements and accomplish one or more of the following objectives:
 - 1. Remove blight and/or encourage redevelopment in designated redevelopment/development area(s) per the goals and visions established by the City.
 - 2. Expand and diversify the local economy and tax base.
 - 3. Enhance/strengthen key economic areas, including but not limited to _____ add or list the areas or just do a period after areas above (take out everything starting with including).
 - 4. Expanding housing options to meet the needs of people at all life stages and income levels.
 - 5. Encourage additional unsubsidized private development in the area, either directly or through secondary "spin-off" development.
 - 6. Offset increased costs for redevelopment over and above the costs that a developer would incur in normal development (determined as part of the But-For analysis).
 - 7. Facilitate the development process and promote development on sites that could not be developed without this assistance.
 - 8. Retain local jobs and/or increase the number and diversity of quality jobs

9. Provide opportunities for small businesses and/or entrepreneurs and promote resident economic stability.
10. Meet other uses of public policy, as adopted by the City from time to time.

3. PUBLIC FINANCING PRINCIPLES:

- A. The guidelines and principles set forth in this Policy pertain to all applications for City public financial assistance regardless of whether they are considered a Business Subsidy as defined by the Statutes. The following general assumptions of development/redevelopment shall serve as a guide for City public financial assistance:
1. All viable requests for City public financial assistance shall be reviewed by staff, and, if so designated, a third-party financial advisor who will inform the City of its findings and recommendations. This process, known as the “But For” analysis is intended to determine if the project would not be feasible but for the City assistance.
 2. The City shall establish mechanisms within the development agreement to ensure that adequate checks and balances are incorporated in the distribution of financial assistance where feasible and appropriate.
 3. TIF and abatement will be provided on a pay-as-you-go-basis. Any request for upfront assistance will be evaluated on its own merits and may require security to cover any risks assumed by the City.
 4. The City may set up TIF districts in accordance with the maximum number of statutory years allowable; however, this does not mean that the applicant will be granted assistance for the full term of the district.
 5. The City shall elect to have the fiscal disparities contribution come from inside applicable TIF district(s) to eliminate any impact to the existing tax payers of the community.
 6. Public financing will not be used in projects that would give a significant competitive financial advantage over similar projects in the area due to the use of public subsidies. Applicants should be able to provide information to support that City public financial assistance will not create such a competitive advantage. Priority consideration will be given to projects that fill an unmet market need.
 7. Public financial assistance will not be used in a project that involves a land and/or property acquisition where the price is in excess of the fair market value.

8. The applicant shall pay all applicable application fees and pay for the City's fiscal and legal advisor time as stated in the Public Assistance Application.
9. The City may consider waiving various City fees (if you are ok with this then unhighlight and leave in).
10. The applicant shall proactively attempt to minimize the amount of public assistance needed through the pursuit of grants, innovative solutions in structuring the deal, and other funding mechanisms.

4. PROJECTS WHICH MAY QUALIFY FOR PUBLIC FINANCING ASSISTANCE:

- A. All new applications for public financial assistance that are considered by the City must meet each of the following minimum qualifications. However, it should **not** be presumed that a project meeting these qualifications will automatically be approved for assistance. Meeting the qualifications does not imply or create contractual rights on the part of any potential applicant to have its project approved for assistance.

4.1 MINIMUM QUALIFICATIONS/REQUIREMENTS:

- A. In addition to meeting the applicable requirements of State law, the project shall meet one or more of the public financing objectives outlined in Sec. 2.
- B. The applicant must demonstrate to the satisfaction of the City that the project is not financially feasible "but for" the use of public financial assistance.
- C. The project is, or will be through the City approval processes, consistent with the Comprehensive Plan, Zoning Ordinances, Design Guidelines or any other applicable land use documents of the City.
- D. Prior to approval of a financing plan, the applicant shall provide any requested market and financial feasibility studies, appraisals, soil borings, private lender commitment, and/or other information the City or its financial advisors may require in order to proceed with an independent evaluation of the proposal.
- E. The applicant must provide adequate financial guarantees to ensure the repayment of any public financing and completion of the project. These may include, but are not limited to, letters of credit, personal deficiency guarantees, guaranteed maximum cost contract, etc.
- F. Any applicant requesting public financial assistance must be able to demonstrate a previous capability for successful development, as well as specific capability regarding the type and size of the development proposed, unless for a use specified in 4.2C (7-8). Public financing shall not be used when the applicant's credentials, in the sole judgment of the City, are

inadequate due to previous history relating to completion of projects, general reputation, and/or bankruptcy, or other problems or issues considered relevant to the City.

- G. The applicant, or its contractual assigns, shall retain ownership of any portion of the project long enough to complete it, stabilize its occupancy, establish project management and/or needed mechanisms to ensure successful operation.

4.2 **DESIRED QUALIFICATIONS:**

- A. Projects providing a high ratio of private investment compared to City public investment shall receive priority consideration. Private investment includes developer cash, government and bank loans, conduit bonds, tax credit equity, and land if already owned by the applicant.
- B. Proposals that significantly increase the amount of property taxes paid after redevelopment will receive priority consideration.
- C. Proposals that encourage the following will receive priority consideration:
 - 1. Implements the City's vision and values for a City-identified development or redevelopment area, including but not limited to _____ add or list the areas or just do a period after areas above (take out everything starting with including).
 - 2. Provides significant improvement to surrounding land uses, neighborhoods, and/or the City
 - 3. Attracts or retains an employer within the City
 - 4. Provides increased quality and higher paying jobs
 - 5. Promotes housing investment that meets the following City goals:
 - i. Increase housing choice within the community; diversify existing housing stock; and provide options that do not currently exist
 - ii. Attract young professionals and young families to the community (if ok unhighlight or if not wanted, delete)
 - iii. Provide clean, safe, and affordable housing units
 - 6. Provides opportunity for the attraction of destination-oriented uses such as outdoor recreation, entertainment and shopping (if ok unhighlight or if not wanted, delete)
 - 7. Provides opportunities for small businesses and/or entrepreneurs
 - 8. Projects that promote resident economic stability
 - 9. Redevelops a blighted, contaminated and/or challenged area

10. Preserves and/or stabilizes commercial or industrial nodes
11. Adds needed public infrastructure such as roads and utilities

5. BUSINESS SUBSIDY PUBLIC PURPOSE, JOBS AND WAGE REQUIREMENT:

- A. All business assistance must meet a public purpose with measurable benefit to the City as a whole.
- B. Job retention may only be used as a public purpose in cases where job loss is specific and demonstrable. The City shall document the information used to determine the nature of the job loss.
- C. The creation of tax base shall not be the sole public purpose of a subsidy.
- D. Unless the creation of jobs is removed from a particular project pursuant to the requirements of the Statutes, the creation of jobs is a public purpose for granting assistance. Creation of at least **1** Full Time, or Full Time Equivalent (FTE) jobs is a minimum requirement for consideration of assistance. For purposes of this Policy, FTE jobs must be permanent positions with set hours, and be eligible for benefits.
- E. Part-Time Equivalent jobs may receive a partial credit and be counted toward the job goals.
- F. The wage floor for wages to be paid for the jobs created shall be not less than **150%** of the State of MN Minimum Wage. The City will seek to create jobs with higher wages as appropriate for the overall public purpose of the assistance. Wage goals may also be set to enhance existing jobs through increased wages, which increase must result in wages higher than the minimum under this Section.
- G. After a public hearing, if the creation or retention of jobs is determined not to be a goal, the wage and job goals may be set at zero.

6. SUBSIDY AGREEMENT:

- A. In granting a public financing assistance, if required by the Statutes, the City shall enter into a subsidy agreement with the recipient that provides the following information:
 1. Wage and job goals (if applicable)
 2. Commitment to provide necessary information for reporting purposes
 3. Five-year operation commitment after the benefit date
 4. Recourse for failure to meet goals required by the Statutes
- B. The subsidy agreement may be incorporated into a broader development

agreement for a project.

- C. The assistance agreement will commit the recipient to provide the reporting information required by the Statutes, if any.
- D. For assistance that does not constitute a business subsidy under the Statutes, the grantee and the City or the EDA will enter into an agreement setting forth the terms of the assistance.

7. PUBLIC FINANCING PROJECT EVALUATION PROCESS:

- A. The following methods of analysis for all public financing proposals will be used:
 - 1. Project is deemed consistent with City's Goals and Objectives
 - 2. Consideration of project meeting minimum qualifications
 - 3. Consideration of project meeting desired qualifications
 - 4. Project meets "but-for" analysis and/or statutory qualifications

Please note that the evaluation methodology is intended to provide a balanced review. Each area will be evaluated individually and collectively and in no case should one area outweigh another in terms of importance to determining the level of assistance.



APPLICATION FOR PUBLIC FINANCING ASSISTANCE

ASSISTANCE REQUESTED:

- | | |
|--|--|
| <input type="checkbox"/> Tax Increment Financing | <input type="checkbox"/> Land Write-down |
| <input type="checkbox"/> Tax Abatement | <input type="checkbox"/> Other financing from the City/EDA |

APPLICATION FEE AND DEPOSIT

- Submit a check, payable to Eveleth EDA, in the amount of \$500 for application processing costs.
- Submit a \$5,000 deposit to cover actual cost of financial and legal consultants. Once the balance of the deposit falls below \$1,000, an additional deposit is required.
- If a TIF District is to be established, a \$10,000 deposit is required to begin that process.

PROPOSED PROJECT SUMMARY

1. Developer/Business Name: [Click here to enter text.](#)
Address: [Click here to enter text.](#)
Contact Person: [Click here to enter text.](#)
Telephone Number: [Click here to enter text.](#)
Email Address: [Click here to enter text.](#)
2. Project Address: [Click here to enter text.](#)
3. Project PID(s): [Click here to enter text.](#)
4. Brief description of the development: [Click here to enter text.](#)
5. Proposed project: business type(s) and/or use(s), prospective tenants, building(s) square footage, number of stories, number of housing units (market rate and affordable), number of parking spaces (structured and surface), and building height and materials. Please provide a map showing the exact boundaries of the proposed development and a preliminary site plan.
[Click here to enter text.](#)
6. Size of project area (acres/square feet): [Click here to enter text.](#)

EXISTING CONDITIONS

7. Are there structures on the project site? [Choose an item.](#) If yes, are they currently occupied by residential or commercial tenants? [Choose an item.](#) Are the structures proposed to be demolished? [Choose an item.](#)
8. Is any of the proposed project area blighted, contaminated, or environmentally challenged? [Click here to enter text.](#) If yes, please describe. [Click here to enter text.](#)
9. Current ownership of the project site: [Click here to enter text.](#)
10. Does the developer control all the parcels required for the proposed project? [Choose an item.](#) Please explain. [Click here to enter text.](#)

PROJECT FINANCING

11. Please submit proposed project's financial statements including:
 - **Sources and Uses statement** (delineating hard and soft costs) indicating total estimated project costs
 - **Monthly/Annual income and expense budget**
 - **10-year operating Proforma** along with assumptions and estimated return on investment **with and without public financing assistance.**
12. Describe the specific type and estimated amount of public financing assistance required to make the project financially viable. (please provide specific dollar amount) \$ [Click here to enter text.](#)
13. For what **specific reasons** does this project require public financing assistance? [Click here to enter text.](#)
14. Does the developer intend to apply for any grant programs? [Choose an item.](#) If yes, identify the program(s) and approximate amount of grant funding requested. Examples include: Hennepin County, Metropolitan Council, State of Minnesota, and private foundations. [Click here to enter text.](#)
15. What other alternative financing sources have been sought and why are they not adequate or feasible? [Click here to enter text.](#)
16. Current assessed value of the project site: \$ [Click here to enter text.](#)
17. Current annual property taxes paid: \$ [Click here to enter text.](#)

18. Total Estimated Market Value of project upon completion: \$ [Click here to enter text.](#)

19. Estimated real estate taxes of project upon completion: \$ [Click here to enter text.](#)

PROJECT INFORMATION

20. Project construction schedule:

1. Estimated construction start date: [Click here to enter text.](#)
2. Estimated construction completion date: [Click here to enter text.](#)
3. If phased project:
Year: [Click here to enter text.](#)% completed [Click here to enter text.](#)
Year: [Click here to enter text.](#)% completed [Click here to enter text.](#)
4. If the project is seeking TIF, will all the development costs to be reimbursed with TIF assistance be expended within 5 years of the project’s commencement?
[Choose an item.](#)

21. If applicable, how many FTE (full-time equivalent) jobs are expected to be created or retained as a result of the project? [Click here to enter text.](#)

25. If the project creates or retains jobs, what is the expected annual pay range for these positions (without benefits)?

Annual Pay Range	Number of Jobs Created	Number of Jobs Retained
Less than \$25,000	Click here to enter text.	Click here to enter text.
\$25,000 - \$49,999	Click here to enter text.	Click here to enter text.
\$50,000 - \$74,999	Click here to enter text.	Click here to enter text.
\$75,000 and above	Click here to enter text.	Click here to enter text.
Total	Click here to enter text.	Click here to enter text.

26. Describe the long-term public benefits to the community that will be delivered by the project, such as public realm amenities, long term affordable housing, public art, environmental cleanup of the site, sustainability features, affordable commercial space, or other benefits.
[Click here to enter text.](#)

DEVELOPER BACKGROUND

27. Has the developer, developer's company, partner, or related affiliate ever filed bankruptcy or defaulted on a development or construction related agreement in the last seven years? [Choose an item.](#) If yes, please explain. [Click here to enter text.](#)

28. Provide the names of municipalities wherein the applicant, or other corporations, LLC's, LLP's with which the applicant has been involved, has completed similar developments within the last five years. Also provide the name of the developments, if applicable. [Click here to enter text.](#)

116J.994 REGULATING LOCAL AND STATE BUSINESS SUBSIDIES.

Subdivision 1. **Public purpose.** A business subsidy must meet a public purpose which may include, but may not be limited to, increasing the tax base. Job retention may only be used as a public purpose in cases where job loss is specific and demonstrable.

Subd. 2. **Developing a set of criteria.** A business subsidy may not be granted until the grantor has adopted criteria after a public hearing for awarding business subsidies that comply with this section. The criteria may not be adopted on a case-by-case basis. The criteria must set specific minimum requirements that recipients must meet in order to be eligible to receive business subsidies. The criteria must include a specific wage floor for the wages to be paid for the jobs created. The wage floor may be stated as a specific dollar amount or may be stated as a formula that will generate a specific dollar amount. A grantor may deviate from its criteria by documenting in writing the reason for the deviation and attaching a copy of the document to its next annual report to the department. The commissioner of employment and economic development may assist local government agencies in developing criteria. A copy of the criteria must be submitted to the Department of Employment and Economic Development along with the first annual report following May 15, 2000, or with the first annual report after it has adopted criteria, whichever is earlier. Notwithstanding section 116J.993, subdivision 3, clauses (1) and (21), for the purpose of this subdivision, "business subsidies" as defined under section 116J.993 includes the following forms of financial assistance:

- (1) a business subsidy of \$25,000 or more; and
- (2) business loans and guarantees of \$75,000 or more.

Subd. 3. **Subsidy agreement.** (a) A recipient must enter into a subsidy agreement with the grantor of the subsidy that includes:

- (1) a description of the subsidy, including the amount and type of subsidy, and type of district if the subsidy is tax increment financing;
- (2) a statement of the public purposes for the subsidy;
- (3) measurable, specific, and tangible goals for the subsidy;
- (4) a description of the financial obligation of the recipient if the goals are not met;
- (5) a statement of why the subsidy is needed;
- (6) a commitment to continue operations in the jurisdiction where the subsidy is used for at least five years after the benefit date;
- (7) the name and address of the parent corporation of the recipient, if any; and
- (8) a list of all financial assistance by all grantors for the project.

(b) Business subsidies in the form of grants must be structured as forgivable loans and are subject to the financial review under section 16B.981. For other types of business subsidies, the agreement must state the fair market value of the subsidy to the recipient, including the value of conveying property at less than a fair market price, or other in-kind benefits to the recipient.

(c) If a business subsidy benefits more than one recipient, the grantor must assign a proportion of the business subsidy to each recipient that signs a subsidy agreement. The proportion assessed to each recipient must reflect a reasonable estimate of the recipient's share of the total benefits of the project.

(d) The state or local government agency and the recipient must both sign the subsidy agreement and, if the grantor is a local government agency, the agreement must be approved by the local elected governing body, except for the St. Paul Port Authority and a seaway port authority.

(e) Notwithstanding the provision in paragraph (a), clause (6), a recipient may be authorized to move from the jurisdiction where the subsidy is used within the five-year period after the benefit date if, after a public hearing, the grantor approves the recipient's request to move. For the purpose of this paragraph, if the grantor is a state government agency other than the Department of Iron Range Resources and Rehabilitation, "jurisdiction" means a city or township.

Subd. 4. **Wage and job goals.** The subsidy agreement, in addition to any other goals, must include: (1) goals for the number of jobs created, which may include separate goals for the number of part-time or full-time jobs, or, in cases where job loss is specific and demonstrable, goals for the number of jobs retained; (2) wage goals for any jobs created or retained; and (3) wage goals for any jobs to be enhanced through increased wages. After a public hearing, if the creation or retention of jobs is determined not to be a goal, the wage and job goals may be set at zero. The goals for the number of jobs to be created or retained must result in job creation or retention by the recipient within the granting jurisdiction overall.

In addition to other specific goal time frames, the wage and job goals must contain specific goals to be attained within two years of the benefit date.

Subd. 5. **Public notice and hearing.** (a) Before granting a business subsidy that exceeds \$500,000 for a state government grantor and \$150,000 for a local government grantor, the grantor must provide public notice and a hearing on the subsidy. A public hearing and notice under this subdivision is not required if a hearing and notice on the subsidy is otherwise required by law.

(b) Public notice of a proposed business subsidy under this subdivision by a state government grantor, other than the commissioner of Iron Range resources and rehabilitation, must be published in the State Register. Public notice of a proposed business subsidy under this subdivision by a local government grantor or the commissioner of Iron Range resources and rehabilitation must be published in a local newspaper of general circulation. The public notice must identify the location at which information about the business subsidy, including a summary of the terms of the subsidy, is available. Published notice should be sufficiently conspicuous in size and placement to distinguish the notice from the surrounding text. The grantor must make the information available in printed paper copies and, if possible, on the Internet. The government agency must provide at least a ten-day notice for the public hearing.

(c) The public notice must include the date, time, and place of the hearing.

(d) The public hearing by a state government grantor other than the commissioner of Iron Range resources and rehabilitation must be held in St. Paul.

(e) If more than one nonstate grantor provides a business subsidy to the same recipient, the nonstate grantors may designate one nonstate grantor to hold a single public hearing regarding the business subsidies provided by all nonstate grantors. For the purposes of this paragraph, "nonstate grantor" includes the commissioner of Iron Range resources and rehabilitation.

(f) The public notice of any public meeting about a business subsidy agreement, including those required by this subdivision and by subdivision 4, must include notice that a person with residence in or the owner of taxable property in the granting jurisdiction may file a written complaint with the grantor if the grantor fails to comply with sections 116J.993 to 116J.995, and that no action may be filed against the grantor for the failure to comply unless a written complaint is filed.

Subd. 6. **Failure to meet goals.** (a) The subsidy agreement must specify the recipient's obligation if the recipient does not fulfill the agreement. At a minimum, the agreement must require a recipient failing to meet subsidy agreement goals to pay back the assistance plus interest to the grantor or, at the grantor's option, to the account created under section 116J.551 provided that repayment may be prorated to reflect partial fulfillment of goals. The interest rate must be set at no less than the implicit price deflator for government consumption expenditures and gross investment for state and local governments prepared by the Bureau of Economic Analysis of the United States Department of Commerce for the 12-month period ending March 31 of the previous year. The grantor, after a public hearing, may extend for up to one year the period for meeting the wage and job goals under subdivision 4 provided in a subsidy agreement. A grantor may extend the period for meeting other goals under subdivision 3, paragraph (a), clause (3), by documenting in writing the reason for the extension and attaching a copy of the document to its next annual report to the department.

(b) A recipient that fails to meet the terms of a subsidy agreement may not receive a business subsidy from any grantor for a period of five years from the date of failure or until a recipient satisfies its repayment obligation under this subdivision, whichever occurs first.

(c) Before a grantor signs a business subsidy agreement, the grantor must check with the compilation and summary report required by this section to determine if the recipient is eligible to receive a business subsidy.

Subd. 7. **Reports by recipients to grantors.** (a) A business subsidy grantor must monitor the progress by the recipient in achieving agreement goals.

(b) A recipient must provide information regarding goals and results for two years after the benefit date or until the goals are met, whichever is later. If the goals are not met, the recipient must continue to provide information on the subsidy until the subsidy is repaid. The information must be filed on forms developed by the commissioner in cooperation with representatives of local government. Copies of the completed forms must be sent to the local government agency that provided the subsidy or to the commissioner if the grantor is a state agency. If the commissioner of Iron Range resources and rehabilitation is the grantor, the copies must be sent to the commissioner of Iron Range resources and rehabilitation. The report must include:

(1) the type, public purpose, and amount of subsidies and type of district, if the subsidy is tax increment financing;

(2) the hourly wage of each job created with separate bands of wages;

(3) the sum of the hourly wages and cost of health insurance provided by the employer with separate bands of wages;

(4) the date the job and wage goals will be reached;

(5) a statement of goals identified in the subsidy agreement and an update on achievement of those goals;

(6) the location of the recipient prior to receiving the business subsidy;

(7) the number of employees who ceased to be employed by the recipient when the recipient relocated to become eligible for the business subsidy;

(8) why the recipient did not complete the project outlined in the subsidy agreement at their previous location, if the recipient was previously located at another site in Minnesota;

(9) the name and address of the parent corporation of the recipient, if any;

- (10) a list of all financial assistance by all grantors for the project; and
- (11) other information the commissioner may request.

A report must be filed no later than March 1 of each year for the previous year. The local agency and the commissioner of Iron Range resources and rehabilitation must forward copies of the reports received by recipients to the commissioner by April 1.

(c) Financial assistance that is excluded from the definition of "business subsidy" by section 116J.993, subdivision 3, clauses (4), (5), (8), and (16), is subject to the reporting requirements of this subdivision, except that the report of the recipient must include instead:

(1) the type, public purpose, and amount of the financial assistance, and type of district if the assistance is tax increment financing;

(2) progress towards meeting goals stated in the assistance agreement and the public purpose of the assistance;

(3) if the agreement includes job creation, the hourly wage of each job created with separate bands of wages;

(4) if the agreement includes job creation, the sum of the hourly wages and cost of health insurance provided by the employer with separate bands of wages;

(5) the location of the recipient prior to receiving the assistance; and

(6) other information the grantor requests.

(d) If the recipient does not submit its report, the local government agency must mail the recipient a warning within one week of the required filing date. If, after 14 days of the postmarked date of the warning, the recipient fails to provide a report, the recipient must pay to the grantor a penalty of \$100 for each subsequent day until the report is filed. The maximum penalty shall not exceed \$1,000.

Subd. 8. Reports by grantors. (a) Local government agencies of a local government with a population of more than 2,500 and state government agencies, regardless of whether or not they have awarded any business subsidies, must file a report by April 1 of each year with the commissioner. Local government agencies of a local government with a population of 2,500 or less are exempt from filing this report if they have not awarded a business subsidy in the past five years. The report must include a list of recipients that did not complete the recipient report required under subdivision 7 and a list of recipients that have not met their job and wage goals within two years and the steps being taken to bring them into compliance or to recoup the subsidy.

If the commissioner has not received the report by April 1 from an entity required to report, the commissioner shall issue a warning to the government agency. If the commissioner has still not received the report by June 1 of that same year from an entity required to report, then that government agency may not award any business subsidies until the report has been filed.

(b) The report required under paragraph (a) is also required for financial assistance of \$25,000 and greater that is excluded from the definition of "business subsidy" by section 116J.993, subdivision 3, clause (1), and of \$75,000 and greater that is excluded from the definition of "business subsidy" by section 116J.993, subdivision 3, clause (21). The report for the financial assistance under this paragraph must be completed within one year of the granting of the financial assistance. The report required for financial assistance under this paragraph must include:

(1) the name of the recipient, its organizational structure, its address and contact information, and its industry sector;

(2) a description of the amount and use of the financial assistance and the total project budget, including a list of all financial assistance by all grantors for the project and the private sources of financial assistance;

(3) the public purpose of the financial assistance, the job goals associated with both the financial assistance and the total project in which the financial assistance is included, the hourly wage of each job created, and the cost of health insurance provided by the employer;

(4) the date the project will be completed;

(5) the name and address of the parent corporation of the recipient, if any; and

(6) any other information the commissioner may request.

(c) Within one year of completing a report under paragraph (b), the local government agency must report to the commissioner on progress in achieving the purposes and goals under paragraph (b), clause (3).

(d) The commissioner of employment and economic development must provide information on reporting requirements to state and local government agencies.

Subd. 9. Compilation and summary report. The Department of Employment and Economic Development must publish a compilation and summary of the results of the reports for the previous two calendar years by December 1 of 2004 and every other year thereafter. The reports of the government agencies to the department and the compilation and summary report of the department must be made available to the public. The commissioner must make copies of all business subsidy reports submitted by local and state granting agencies available on the department's website by October 1 of the year in which they were submitted.

The commissioner must coordinate the production of reports so that useful comparisons across time periods and across grantors can be made. The commissioner may add other information to the report as the commissioner deems necessary to evaluate business subsidies. Among the information in the summary and compilation report, the commissioner must include:

(1) total amount of subsidies awarded in each development region of the state;

(2) distribution of business subsidy amounts by size of the business subsidy;

(3) distribution of business subsidy amounts by time category;

(4) distribution of subsidies by type and by public purpose;

(5) percent of all business subsidies that reached their goals;

(6) percent of business subsidies that did not reach their goals by two years from the benefit date;

(7) total dollar amount of business subsidies that did not meet their goals after two years from the benefit date;

(8) percent of subsidies that did not meet their goals and that did not receive repayment;

(9) list of recipients that have failed to meet the terms of a subsidy agreement in the past five years and have not satisfied their repayment obligations;

(10) number of part-time and full-time jobs within separate bands of wages for the entire state and for each development region of the state;

(11) benefits paid within separate bands of wages for the entire state and for each development region of the state; and

(12) number of employees in the entire state and in each development region of the state who ceased to be employed because their employers relocated to become eligible for a business subsidy.

Subd. 10. **Compilation.** The Department of Employment and Economic Development must publish a compilation of granting agencies' criteria policies adopted in the previous two calendar years by December 1 of 2004 and every other year thereafter.

Subd. 11. **Enforcement.** (a) A person with residence in or an owner of taxable property located in the jurisdiction of the grantor may bring an action for equitable relief arising out of the failure of the grantor to comply with sections 116J.993 to 116J.995. The court may award a prevailing party in an action under this subdivision costs and reasonable attorney fees.

(b) Prior to bringing an action, the party must file a written complaint with the grantor stating the alleged violation and proposing a remedy. The grantor has up to 30 days to reply to the complaint in writing and may take action to comply with sections 116J.993 to 116J.995.

(c) The written complaint under this subdivision for failure to comply with subdivisions 1 to 5, must be filed with the grantor within 180 days after approval of the subsidy agreement under subdivision 3, paragraph (d). An action under this subdivision must be commenced within 30 days following receipt of the grantor's reply, or within 180 days after approval of the subsidy agreement under subdivision 3, paragraph (d), whichever is later.

History: 1999 c 243 art 12 s 2; 2000 c 482 s 2-11; 2001 c 7 s 28; 2003 c 128 art 13 s 24-26; 1Sp2003 c 4 s 1; 2004 c 206 s 24,25; 1Sp2005 c 1 art 4 s 23,24; 1Sp2005 c 3 art 7 s 2-5; 2008 c 366 art 5 s 3-5; 2017 c 94 art 7 s 11-13; 2023 c 62 art 7 s 13

Agenda Item J.7

City of Eveleth

City Council Meeting

February 17, 2026

Contractor's Application for Payment

Owner: <u>City of Eveleth</u>	Owner's Project No.: _____
Engineer: <u>Bolton & Menk, Inc.</u>	Engineer's Project No.: <u>25X.139480.000</u>
Contractor: <u>Mesabi Bituminous</u>	Agency's Project No.: _____
Project: <u>Parking Lot Improvements</u>	
Contract: _____	
Application No.: <u>1</u>	Application Date: <u>11/17/2025</u>
Application Period: From <u>11/11/2025</u> to <u>11/14/2025</u>	

1. Original Contract Price	\$	203,645.00
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	203,645.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	88,728.00
5. Retainage		
a. <u>5%</u> X <u>\$ 88,728.00</u> Work Completed	\$	4,436.40
b. _____ X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	4,436.40
6. Amount eligible to date (Line 4 - Line 5.c)	\$	84,291.60
7. Less previous payments		
8. Amount due this application	\$	84,291.60
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	114,917.00

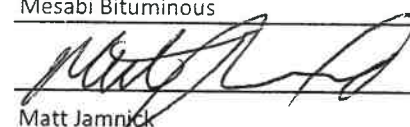
Contractor's Certification

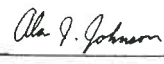
The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: <u>Mesabi Bituminous</u>	
Signature: 	Date: <u>12/5/25</u>
Name: <u>Matt Jamnick</u>	Title: <u>Project Manager</u>

Recommended by Engineer	Approved by Owner
By: <u>Bolton & Menk</u> 	By: <u>City of Eveleth</u>
Name: <u>Alan Johnson</u>	Name: <u>Jackie Monahan-Junek</u>
Title: <u>Professional Engineer</u>	Title: <u>City Administrator</u>
Date: <u>February 5, 2025</u>	Date: _____

Agenda Item J.8

City of Eveleth

City Council Meeting

February 17, 2026



MEMORANDUM

TO: Mayor & City Council

FROM: Pat Oman, City Administrator

DATE: February 12, 2026

SUBJECT: Authorize City Administrator to Complete Municipal Credit Line Application

The city of Eveleth currently issues credit cards to city departments for purchases utilizing through a business line of credit. The city administrator in discussion with Miners National Bank is recommending transitioning to a municipal line of credit, because the city of Eveleth is a local unit of government. The request is for the city to authorize the city administrator to complete the municipal card application.

Agenda Item J.9

City of Eveleth

City Council Meeting

February 17, 2026



MEMORANDUM

TO: Mayor & City Council

FROM: Pat Oman, City Administrator

DATE: February 12, 2026

SUBJECT: Authorize Purchases of Desk and Lateral File Drawers for City Administrator Office

The city administrator is requesting the city council approve a set amount of funds to purchase a desk and lateral file drawers for use in the city administrator office. The resulting purchase will result in more efficient usage of the existing office space and assist with reorganization of the finance and personnel files. The existing desk will be transferred to the community center building, and be utilized by the community center coordinator.

Agenda Item J.11

City of Eveleth

City Council Meeting

February 17, 2026

From: Breanna Archer <ArcherB@StLouisCountyMN.gov>
Sent: Thursday, February 5, 2026 10:56 AM
To: Pat Oman <poman@eveleth.gov>
Cc: Victor Lund <LundV@StLouisCountyMN.gov>; Jamie Wark <JWark@srfconsulting.com>
Subject: Bois Forte BUILD Letter of Support Request

Good morning,

The Bois Forte Band of Chippewa, in partnership with Minnesota Department of Transportation and St Louis County, is applying for a federal BUILD grant to fund intersection improvements at the intersections of MN 169/MN1/St Louis Co Rd 77 (also referred to as the Y-Store Intersection), and we would be honored to include your organization as a formal supporter.

As a key advocate for our region, your support signals to the USDOT that this project is a top priority for Minnesota's infrastructure. By modernizing the link between these three critical corridors, we will secure the flow of vital goods and services while directly addressing the history of severe, high-angle crashes at this site. Your endorsement highlights that public safety and economic connectivity are inseparable.

Attached is a draft letter for your review. **It would be very appreciated if you could provide this letter of support by Thursday, February 19. Please send letter to Jamie Wark (JWark@srfconsulting.com – Cc'd on this email).**

Please let me know if you have any questions or need further details on the project's impact.

(sending on Behalf of Victor Lund)

Victor Lund, PE, PTOE | Traffic Engineer

St. Louis County Public Works Department

Office: 218-625-3873 | **Main:** 218-625-3830

4787 Midway Rd | Duluth, MN 55811

lundy@stlouiscountymn.gov

www.stlouiscountymn.gov

St. Louis County Traffic Engineering



February 11, 2026

Sean Duffy
U.S. Secretary of Transportation
United States Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

RE: Letter of Support – MN 169 and MN 1 “Y Store” Intersection Safety Project BUILD Application

Dear Secretary Duffy,

[I/we] [am/are] writing in support of the Bois Forte Band of Chippewa’s (the Band’s) application for \$8,050,500 in Better Utilizing Investments to Leverage Development (BUILD) Grant Program funds. The Band will use this funding for the construction of safety improvements at two closely spaced intersections with a documented history of severe and fatal crashes near Tower, Minnesota. These intersections include the following:

- Minnesota State Highway 169 (MN 169) and Minnesota State Highway 1 (MN 1)
- Minnesota State Highway 169 (MN 169) and St. Louis County Road 77 (CR 77)

A two-vehicle crash in November 2025 at MN 169 and CR 77 resulted in multiple serious injuries and one fatality. In addition, a crash involving a school bus occurred during the first week of 2026 at this same intersection, further underscoring the significant safety risks present at this location and the urgent need for proactive infrastructure improvements. Potential safety improvements include the reconfiguration of the two intersections into a single roundabout which represents a proven and highly effective safety countermeasure for reducing conflict points, improving traffic operations, and mitigating the frequency and severity of crashes at high-risk intersections. This Project aligns with established safety best practices and supports broader transportation safety goals at the local, regional, and state levels.

[Include any information about how the project impacts your organization here.]

[Company/Organization/Agency] supports the Band’s leadership in advancing this Project and recognizes the importance of collaborative partnerships in delivering meaningful safety improvements. This Project reflects a coordinated, multi-jurisdictional effort to enhance safety for all roadway users, including residents, commuters, freight traffic, and school transportation. Company/agency fully supports the Band’s BUILD application and looks forward to continued coordination and collaboration through the Project’s development and implementation.

Sincerely,

Name

Title

Company/Organization/Agency

Agenda Item J.12

City of Eveleth

City Council Meeting

February 17, 2026

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Holy Spirit Church Previous Gambling Permit Number: X-

Minnesota Tax ID Number, if any: 8588325 Federal Employer ID Number (FEIN), if any: 41-0795274

Mailing Address: 306 2nd St S

City: Virginia State: MN Zip: 55792 County: St. Louis

Name of Chief Executive Officer (CEO): Father Brandon Moravitz

CEO Daytime Phone: (218) 741-6344 CEO Email: fr.brandon.moravitz@duluthcatholic.org
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): stefanie.scharber@duluthcatholic.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Resurrection Church Social Hall

Physical Address (do not use P.O. box): 301 Adams Ave

Check one:

- City: Eveleth Zip: 55734 County: St. Louis
- Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): Sunday, March 29, 2026

Check each type of gambling activity that your organization will conduct:

- Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.

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

The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.

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

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: Father Brandon Moravitz

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

Agenda Item J.13

City of Eveleth

City Council Meeting

February 17, 2026



MEMORANDUM

TO: Mayor & City Council

FROM: Pat Oman, City Administrator

DATE: February 12, 2026

SUBJECT: Consider Wage Increase for Emergency Medical Technician Paramedics

The city of Eveleth has received the Minnesota Office of Emergency Medical Services (OEMS) grant in the amount of \$ 73,858.64. Attached are the signed grant contract and grant application submitted to OEMS. The grant uses are focused on funding the wages for the emergency medical technician paramedics. The grant will allow for an estimated \$ 3 / hour increase to the existing hourly rate.

**STATE OF MINNESOTA
GRANT CONTRACT AGREEMENT**

43920
282562
300-217

This grant contract agreement is between the State of Minnesota, acting through its Director of Emergency Medical Services, 335 Randolph Ave, St. Paul, MN 55102 ("STATE") and City of Eveleth, Eveleth Ambulance Service, 413 Pierce Street, Eveleth, MN 55734 ("GRANTEE").

Recitals

1. Under [Minnesota Legislature Laws 2025, Special Session, Chapter 3, Article 5, Section 4](#) the State is empowered to enter into this grant contract agreement.
2. The State is in need of an eligible ambulance service capable of maintaining operational capacity and financial stability necessary to provide reliable emergency medical services within their designated primary service areas.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to [Minnesota Statutes §16B.98 Subd.1](#), the Grantee agrees to minimize administrative costs as a condition of this grant contract agreement.

Grant Contract Agreement

1 Term of Grant Contract Agreement

1.1 *Effective date:*

February 5, 2026, or the date the State obtains all required signatures, whichever is later.

Per Minnesota Statutes § 16B.98, Subd. 5, the Grantee must not begin work until this Grant Contract Agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minnesota Statutes § 16B.98 Subd. 7, no payments will be made to the Grantee until this Grant Contract Agreement is fully executed.

1.2 *Expiration date:*

March 31, 2027, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 *Survival of Terms.*

The following clauses survive the expiration or cancellation of this Grant Contract Agreement: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2 Specifications, Duties, and Scope of Work

2.1 *Grant Management.*

Grantee will comply with required grants management policies and procedures set forth through [Minnesota Statutes §16B.97 Subd. 4 \(a\) \(1\)](#). Compliance under this paragraph includes, but is not limited to, participating in monitoring and financial reconciliation as required by the Office of Grants Management (OGM) Policy 08-10.

2.2 *Duties.*

Grantee will perform the services specified in the approved Budget and Work Plan which is attached and incorporated into this contract as Attachment A.

2.3 *Grant Progress Reports.*

Grantee shall submit grant progress reports to the State on an annual basis. The grant progress report shall summarize activities and outcomes for the given period, and may include, but are not limited to goals, objectives, activities, outcomes, challenges, lessons learned and financial information. Grantee shall submit a progress report to the State according to the following schedule using the OEMS AOD Progress Report form which is attached and incorporated into this contract as Attachment B.

- December 15, 2026

3 Time

Grantee must comply with all the time requirements described in this Grant Contract Agreement. In the performance of this Grant Contract Agreement, time is of the essence and failure to meet a deadline date may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the Grant Contract Agreement. The Grantee is required to perform all the duties cited within clause two "Specifications, Duties, and Scope of Work" within the grant period. The State is not obligated to extend the grant period.

4 Consideration and Terms of Payment

The consideration for all services performed by the Grantee pursuant to this Grant Contract Agreement shall be paid by the State as follows:

4.1 Compensation

The total obligation of the State under this Grant Contract Agreement, including all compensation and reimbursements, is not to exceed **\$73,858.64**, which shall be paid in accordance Attachment A: Budget and Work Plan, which is attached and incorporated into this Grant Contract Agreement.

4.2 Administrative Costs

Grantee administrative costs must be necessary and reasonable.

4.3 Travel Expenses

Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee because of this Grant Contract Agreement will not exceed \$0.00. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current Commissioner's Plan promulgated by the Commissioner of Minnesota Management and Budget.

4.4 Modification of Budget Line Items:

- i) No more than ten percent (10%) of the funds identified in the budget line items in Attachment A may be transferred to other lines or used for any other purpose without prior written approval of the State.
- ii) Modifications of less than ten percent (10%) of the funds identified in the budget line items in Attachment A require STATE approval and GRANTEE must record the budget change on a form provided by STATE.
- iii) This modification refers to ten percent (10%) of the full value of the Grant Contract Agreement.

4.5 Invoices

Payments shall be made by the State after the Grantee's presentation of invoices for services satisfactorily performed and the written acceptance of such services by the State's Authorized Representative.

Invoices shall be submitted timely, in a form prescribed by the State, including supporting documentation, with additional details as requested by the State. Invoices with the required supporting documentation is due on a quarterly basis and according to the following schedule:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- January 15, 2027
- April 15, 2027

4.6 *Unexpended Funds.*

The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State.

5 **Conditions of Payment**

All services provided by the Grantee under this Grant Contract Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Contracting and Bidding Requirements.**

6.1 The Grantee is required to comply with [Minnesota Statutes § 471.345, Uniform Municipal Contracting Law](#).

6.2 The Grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes §§ 177.41 through 177.50](#), as applicable.

6.3 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement](#).

6.4 The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

7 **Authorized Representative**

7.1 *The State's Authorized Representatives:*

(a) The Program Manager is Dylan Ferguson, Director, OEMS, 335 Randolph Avenue, St. Paul, MN 55012, (651) 201-2806, dylan.ferguson@state.mn.us, or their successor or delegate, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Contract Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

(b) The Fiscal Manager is Melanie Riddle, Grants and Financial Manager, OEMS, 335 Randolph Avenue, St. Paul, MN 55012 (651) 201-2809, melanie.q.riddle@state.mn.us, or their successor or delegate, and has the responsibility to monitor the Grant Contract Agreement, receive invoices and approve payments to the Grantee.

7.2 *The Grantee's Authorized Representatives:*

(a) The Grantee's representative for executing the contract and management of the grant is Pat Oman, City Administrator, poman@eveleth.gov, 413 Pierce Street, Eveleth, MN 55734, or their successor or delegate.

(b) If the Grantee's Authorized Representatives changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7.3 The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

8 **Assignment Amendments, Waiver, and Grant Contract Agreement Complete**

8.1 *Assignment*

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.

8.2 *Amendments*

Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

8.3 *Waiver*

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

8.4 *Contract Complete*

This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

9 **Subcontracting and Subcontract Payment**

9.1 A subrecipient is a person or entity that has been awarded a portion of the work authorized by this Grant Contract Agreement by Grantee. The Grantee must document any subaward through a formal legal agreement. The Grantee must provide timely notice to the State of any subrecipient(s) prior to the subrecipient(s) performing work under this Grant Contract Agreement.

9.2 The Grantee must monitor the activities of the subrecipient(s) to ensure the subaward is used for authorized purposes; is in compliance with the terms and conditions of the subaward, [Minnesota Statutes §16B.97, Subd.4 \(a\) 1](#), and other relevant statutes and regulations; and that subaward performance goals are achieved.

9.3 During this Grant Contract Agreement, if a subrecipient is determined to be performing unsatisfactorily by the State's Authorized Representative, the Grantee will receive written notification that the subrecipient can no longer be used for this Grant Contract Agreement.

9.4 No subagreement shall serve to terminate or in any way affect the primary legal responsibility of the Grantee for timely and satisfactory performances of the obligations contemplated by the Grant Contract Agreement.

9.5 The Grantee must pay any subrecipient in accordance with [Minnesota Statutes §16A.1245](#).

9.6 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government.

10 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

11 **State Audits**

Under [Minnesota Statutes § 16B.98, Subd.8](#), the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the Commissioner of Administration, by the State granting agency and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

12 **Government Data Practices and Intellectual Property Rights**

12.1 *Government Data Practices*

The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant

contract. The civil remedies of [Minnesota Statutes §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

13 Workers Compensation

The Grantee certifies that it is in compliance with [Minnesota Statutes §176.181 Subd. 2](#), pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

14 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15 Termination

15.1 *Termination by the State*

(a) Without Cause

The State may terminate this grant contract agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

(b) With Cause

The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

15.2 *Termination by The Commissioner of Administration*

The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

15.3 *Termination for Insufficient Funding*

The State may immediately terminate this grant contract agreement if:

(a) It does not obtain funding from the Minnesota Legislature

(b) The State may immediately terminate this Grant Contract Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Contract Agreement. Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

(c) In the event of temporary lack of funding or appropriation, the State may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the

Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume.

- (d) The State will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.

16 Publicity and Endorsement

16.1 *Publicity*

Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

16.2 *Endorsement*

The Grantee must not claim that the State endorses its products or services.

17 Data Disclosure

Under [Minnesota Statutes § 270C.65 Subd. 3](#), and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15


Signed:  Digitally signed by Amanda Krings

Date: 09:27:25 -06'00' Date: 2026.02.02

SWIFT Contract/PO No(s): 282562 / 43920 / 300-217

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By:  Signed by: Pat Oman
93BA06A7259445B...

Title: City Administrator

Date: 2/2/2026

3. STATE AGENCY

Signed by: 
By: (with delegated authority) BDD486410AC54A0...

Title: OEMS Director

Date: 2/2/2026

Distribution:

- Agency
- Grantee
- State's Authorized Representative

Operating Deficit Grant Budget
Eveleth Ambulance Service



MINNESOTA
OFFICE OF EMERGENCY
MEDICAL SERVICES

Budget Line Items: Goals/Objectives	Grant Period (1/15/2026-3/30/2027)	
Operational Expenses	\$	73,858.64
Personnel	\$	73,858.64
Personnel	\$	-
Personnel	\$	-
Placeholder (4)	\$	-
Placeholder (5)	\$	-
Placeholder (6)	\$	-
Placeholder (7)	\$	-
Capital Expenses	\$	-
Placeholder (A)	\$	-
Placeholder (B)	\$	-
Placeholder (C)	\$	-
Placeholder (D)	\$	-
Placeholder (E)	\$	-
Placeholder (F)	\$	-
TOTAL	\$	73,858.64



Operating Deficit Work Plan

Expense Category: Goal/Objective	Description of Tasks, Duties, and Deliverables	Evaluation Plan	Expected Outcomes	Timeline
Operational Expenses: day-to-day operations of an ambulance service Personnel	Maintain adequate staffing for 24/7 ambulance coverage.	Track staff schedules through shift review, payroll records, overtime accrued monthly, quarterly, annually	Full staffing maintained; reduced shift coverage gaps; answering mutual aid requests, reduced overtime	Jan-Dec 2026
Personnel	Hire Additional Experienced Staff With Training Credentials	Success will be measure by hiring experienced EMTs with training credentials and establishing a mentoring program	Hiring of EMTs with training credentials	Jan-Dec 2026
Personnel	Developing Training Protocols that Expand the Knowledge Base of local EMS	Success will be measured by EMS response performance to include: EMTs cross training responsibilities, mentoring newly certified EMTs, and improving the knowledge base of the EMS Operations through regular testing out of personnel on utilizing new technologies and treatments	Cross-functionally trained EMTs, improved morale, high level of retention, increase in employee satisfaction	Jan-Dec 2026
Placeholder (4)				
Placeholder (5)				
Placeholder (6)				
Placeholder (7)				

