

Proceedings of the Ironwood City Commission Meeting

A Regular Meeting of the Ironwood City Commission was held by a Zoom Webinar on Monday, April 13, 2020 at 5:30 P.M.

A. Mayor Burchell called the Regular Meeting to Order at 5:30 P.M.

B. Recording of the Roll.

PRESENT: Commissioner Cayer, Corcoran, Mildren, Semo, and Mayor Burchell.
ABSENT: None.

C. Discuss and Consider adopting Resolution #020-003 Establishing Rules for Remote Attendance by Commission Members and other City Public Bodies and Members of the Public at Meetings Due to Coronavirus Pandemic

City Manager Erickson gave an update on the steps taken to address COVID-19 and the Governor's Executive Orders. Manager Erickson noted that the Ironwood Public Safety Department (IPSD) and Department of Public Works (DPW) have been staggering and adjusting shifts. He further noted administrative staff have been working remotely from home and are only in the office for minimal times as necessary. Manager Erickson stated several public service announcements have been made and information from credible agencies have been shared on our city Facebook page, IPSD Facebook page, City Website as well as interviews and press releases with the local newspaper and radio stations.

***Motion** was made by Mildren, seconded by Semo to adopt Resolution #020-003 Establishing Rules for Remote Attendance by Commission Members and other City Public Bodies and Members of the Public at Meetings Due to the Coronavirus Pandemic. Unanimously passed by roll call vote.*

D. Approval of the Consent Agenda.*

- *1) Approval of Minutes – Regular City Commission Meeting Minutes of March 9th.
- *2) Review and Place on File:
 - a. Carnegie Library Board Meeting February 18th.
 - b. Ironwood Housing Commission Meeting Minutes of March 10th.

***Motion** was made by Corcoran, seconded by Cayer to approve the consent agenda as presented. Unanimously passed by roll call vote.*

E. Approval of the Agenda

***Motion** was made by Corcoran, seconded by Cayer to approve the amended agenda adding "and refuse" to item N. Unanimously passed by roll call vote.*

F. Review and Place on File:

1. Revenue & Expenditure Report.

Motion was made by Cayer, seconded by Mildren to receive and place on file the Revenue & Expenditure Report for the month ending February 29, 2020. Unanimously passed by roll call vote.

2. Cash and Investment Summary Report.

Motion was made by Corcoran, seconded by Cayer to receive and place on file the Cash and Investment Summary Report for the month ending February 29, 2020. Unanimously passed by roll call vote.

G. Approval of Monthly Check Register Report.

Motion was made by Mildren, seconded by Corcoran to approve the Monthly Check Register Report for the month ending February 29, 2020. Unanimously passed by roll call vote.

H. Citizens wishing to address the Commission on Items on the Agenda. (Three Minute Limit).

There were none.

I. Citizens wishing to address the Commission on Items not on the Agenda (Three Minute Limit)

There were none.

OLD BUSINESS

J. Discuss and consider authorizing bids for the purchase of an excavator and trailer for the Department of Public Works (DPW) under the Disaster Relief Act.

Motion was made by Corcoran, seconded by Cayer to authorize bids for the purchase of an excavator and trailer for the Department of Public Works (DPW) under the disaster Relief Act. Unanimously passed by roll call vote.

K. Discuss and consider authorizing bids for the Downtown City Square Project.

Motion was made by Mildren, seconded by Corcoran to authorize bids for the Downtown City Square Project. Unanimously passed by roll call vote.

NEW BUSINESS

- L. Discuss and consider authorizing bids for the demolition of three (3) Commercial Buildings located at 224, 226, 230/234 McLeod Avenue in the City of Ironwood.

***Motion** was made by Mildren, seconded by Cayer to authorize bids for the demolition of three (3) Commercial Buildings located at 224, 226, 230/234 McLeod Avenue in the City of Ironwood. Unanimously passed by roll call vote.*

- M. Discuss and consider authorizing bids for the Pump Station (Big Springs) Roof Repair.

***Motion** was made by Corcoran, seconded by Semo to authorize bids for the Pump Station (Big Springs) Roof Repair. Unanimously passed by roll call vote.*

- N. Discuss and consider waiving City water/sewer and refuse late payment fees, water turn on/off fees, and late fees for the 2020 City Business Licenses.

***Motion** was made by Corcoran, seconded by Semo to waive the City water/sewer and refuse late payment fees, water turn on/off fees, and late fees for the 2020 City Business Licenses. Unanimously passed by roll call vote.*

O. Mayor's Appointments

Mayor Burchell appointed Jake Ring to the unexpired term of John Brottlund (term expiring July 1, 2020) on the Park & Recreation Committee.

***Motion** was made by Semo, seconded by Mildren to approve the Mayor's appointment of Jake Ring to the unexpired term on the Park & Recreation Committee (term expiring July 1, 2020). Unanimously passed by roll call vote.*

P. Manager's Report.

Ironwood Public Safety Director Andrew DiGiorgio gave a brief update on the enforcement of the Governor's Executive Orders.

Community Development Director Tom Bergman also updated the City Commission on the efforts to work with the small businesses in our area through the Disaster Relief funding and the SBA loans. He also has been working with local businesses on the payroll protection loans and continues to send out e-mails from the City's Business License list.

City Manager Scott B. Erickson verbally gave the manager's report noting the following items:

*The Civic Center rebuild project is moving forward with the architects providing a draft footprint plan to the Civic Center Board who had great input.

- *The preliminary engineering study and USDA application continue to be worked on by Short Elliott Hendrickson and Coleman Engineering. They are anticipating the report and USDA funding request will be completed sometime in May 2020.
- *The Downtown Square Project design and bidding process continues to move forward. The project design has been completed with bids to be solicited over the next few months.
- *The 2020 Pavement Marking bids will be going out soon.
- *The County and the City of Ironwood continue to work on the MDOT Small Urban Project for Country Club Road and a portion of Ayer Street.
- *Leak detection service bids are out and will be opened on Friday.
- *The City can work with residents to help them with a payment plan if they have trouble paying their utility bills.

Q. Other Matters.

The City Commission and Mayor thanked everyone for doing their part in preventing the spread of COVID 19. Mayor Burchell noted she knows how hard this is for our community but urged everyone to continue following the Stay Home, Stay Safe order. She asked everyone to be patient and reach out if they have any questions. Additional comments were received.

Commissioner Mildren thanked the churches for being online for Easter services. He also thanked Jacquart's Manufacturing for changing their production line to produce Personal Protection Equipment (PPE) and the food service people for all their help.

R. Adjournment.

Motion was made by Cayer, seconded by Semo to adjourn the meeting at 6:31 P.M.
Unanimously passed by roll call vote.

Annette Da Lio-Burchell, Mayor

Karen M. Gullan, City Clerk