

## Proceedings of the Ironwood City Commission Meeting

A Regular Meeting of the Ironwood City Commission was held on December 23, 2024, at 5:30 P.M., in the Commission Chambers, Second Floor of the Municipal Memorial Building in the City of Ironwood.

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

B. Recording of the Roll.

PRESENT: Commissioners Andresen, Mildren, Semo, and Mayor Corcoran

ABSENT: Commissioner Korpi (excused)

C. Approval of the Consent Agenda.

1) Approval of Minutes:

- a. Regular City Commission Meeting Minutes of December 9, 2024.
- b. Closed Session Minutes of October 24, 2024.
- c. Closed Session Minutes of December 9, 2024.

2) Review and Place on File:

- a. Pat O'Donnell Civic Center Meeting Minutes of December 3, 2024.

**Motion** was made by Mildren, seconded by Semo, to approve the Consent Agenda as presented. Unanimously passed by roll call vote.

D. Approval of the Agenda.

**Motion** was made by Andresen, seconded by Mildren, and carried, to amend the Agenda to add Item J. Introduction of Matt Igl, Assistant Finance Director/Treasurer, and New Business Item O. Discuss and consider approving an Amendment to the Solid Waste Removal Services and Disposal Agreement with Republic Services Environmental Solutions III, LLC.

E. Review and Place on File:

1. Revenue & Expenditure Report.
2. Cash and Investment Summary Report.

**Motion** was made by Semo, seconded by Mildren, and carried, to receive and place on file the Statement of Revenue & Expenditures Report for the month ending November 2024, and the Cash and Investment Summary Report for November 2024.

F. Approval of Monthly Check Register Report.

**Motion** was made by Mildren, seconded by Andresen, to approve the Check Register Report for November 2024 as presented. Unanimously passed by roll call vote.

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

Steve Frank requested the Commission refrain from defacing the Memorial Building and the offices, seeking bulletproof glass and enclosures built between staff and customers.

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

*Steve Frank addressed the Commissioners with two photos of a residence garbage issue and a refrigerator downtown.*

I. Presentation: Certificate of Appreciation to Pamela Zupan.

*Paul Anderson, on behalf of Paul Linn, verbally presented a certificate of appreciation for Pam Zupan:*

*Pam began her career with the City of Ironwood in 1985. During her 39+ years with the City, she performed duties for many different departments including, but not limited to, payroll, finance, treasury, utility and other accounts receivable billing, cash receipting, accounts payable, cemetery, election, pension and retiree healthcare administration, fixed asset and inventory management, budget preparation, and capital improvement planning. Pam was always willing to help wherever there was a need and always performed to the best of her ability. As a steward of public funds, she took her job very seriously. Pam strived for 100% accuracy with everything she did, and always encouraged others to do the same. The City of Ironwood is in a great position today because of her hard work and attention to detail throughout her career. We are thankful for her dedication and commitment as a public servant for the City of Ironwood and its citizens. We congratulate Pam on her retirement and wish her well in this next chapter of her life.*

J. Introduction of Matt Igl, Assistant Finance Director/Treasurer.

*Paul Anderson introduced Matt to the Commission. Matt gave a brief statement regarding his background and his excitement about being hired by the City.*

## **UNFINISHED BUSINESS**

K. Discuss and consider approving Change Order #4, for Jake's Excavating, which is a decrease of \$12,363.17 for the Phase 5A Water Project and authorize the Mayor to sign all applicable documents.

**Motion** was made by Mildren, seconded by Semo, to approve Change Order #4, for Jake's Excavating, which is a decrease of \$12,363.17 for the Phase 5A Water Project and authorize the Mayor to sign all applicable documents. Unanimously passed by roll call vote.

L. Discuss and consider approving Payment #4, for Jake's Excavating, in the amount of \$107,107.66 for the Phase 5A Water Project and authorize the Mayor to sign all applicable documents.

**Motion** was made by Semo, seconded by Andresen, to approve Payment #4, for Jake's Excavating, in the amount of \$107,107.66 for the Phase 5A Water Project and authorize the Mayor to sign all applicable documents. Unanimously passed by roll call vote.

M. Discuss and consider approving Change Order #15, for Jake's Excavating, which is an increase of \$13,520.75 for the Lead Service Line Replacement Project and authorize the Mayor to sign all applicable documents.

**Motion** was made by Mildren, seconded by Semo, to approve Change Order #15, for Jake's

*Excavating, which is an increase of \$13,520.75 for the Lead Service Line Replacement Project and authorize the Mayor to sign all applicable documents. Unanimously passed by roll call vote.*

- N. Discuss and consider approving Payment #14, for Jake's Excavating, in the amount of \$80,694.88 for the Lead Service Line Replacement Project and authorize the Mayor to sign all applicable documents.

**Motion** was made by Andresen, seconded by Mildren, to approve Payment #14, for Jake's Excavating, in the amount of \$80,694.88 for the Lead Service Line Replacement Project and authorize the Mayor to sign all applicable documents. Unanimously passed by roll call vote.

- O. Discuss and consider approving an Amendment to the Solid Waste Removal Services and Disposal Agreement with Republic Services Environmental Solutions III, LLC.

**Motion** was made by Mildren, seconded by Andresen, to approve an Amendment to the Solid Waste Removal Services and Disposal Agreement with Republic Services Environmental Solutions III, LLC. to include a 6-yard recycling dumpster at the Ironwood Memorial Building.

Yes (3): Commissioner Andresen, Mildren, and Mayor Corcoran.  
No (1): Commissioner Semo.

**Motion** carried on a 3 to 1 roll call vote.

## **NEW BUSINESS**

- P. Discuss and consider accepting a proposal from Angelo Luppino, Inc., for the construction and installation of security walls within the Memorial Building office areas at an estimated cost of \$19,809.00.

*The consensus of the Commission was for the City Manager to collect more information on what other municipalities are doing and revisit this matter at a future meeting.*

- Q. Discuss and consider approving a \$16,000 contract with Coleman Engineering for the DWSRF and USDA funding applications for the Newport Heights Water Project.

**Motion** was made by Mildren, seconded by Semo, to approve a \$16,000 contract with Coleman Engineering for the DWSRF and USDA funding applications for the Newport Heights Water Project. Unanimously passed by roll call vote.

- R. Discuss and consider a salary adjustment for the Civic Center Manager.

**Motion** was made by Semo, seconded by Mildren, to approve a \$2.50 per hour increase for Jay Kivisto, Civic Center Manager, retroactive to September 1, 2024. Unanimously passed by roll call vote.

- S. Mayor's Appointments.

Mayor Corcoran reappointed Anne Davey, Gemma Lamb, and Karen Gullan to the Board of Review for three-year terms (terms expiring December 31, 2027).

***Motion** was made by Semo, seconded by Andresen, and carried, to approve the Mayor's reappointments of Anne Davey, Gemma Lamb, and Karen Gullan to the Board of Review for three-year terms (terms expiring December 31, 2027).*

Mayor Corcoran reappointed Amber Hurkmans to the Ironwood Carnegie Library Board for a five-year term (term expiring December 31, 2029).

***Motion** was made by Semo, seconded by Mildren, and carried, to approve the Mayor's reappointment of Amber Hurkmans to the Ironwood Carnegie Library Board for a five-year term (term expiring December 31, 2029).*

Mayor Corcoran reappointed John Spence to the Ironwood Planning Commission for a three-year term (term expiring June 30, 2027).

***Motion** was made by Andresen, seconded by Mildren, and carried, to approve the Mayor's reappointed John Spence to the Ironwood Planning Commission for a three-year term (term expiring June 30, 2027).*

#### T. Manager's Report.

*City Manager Paul Anderson provided the following updates:*

##### *Engineering Updates*

- *\$11MIL Phase 1 of the water plant project continues with CD Smith Construction. They are still working on final issues. We are looking at putting the new plant online on approximately Tuesday 1/7/24. This will likely be the substantial completion date for the majority of the plant. There will be a few issues left to finish up in the spring, such as the fence and some roadway construction, that will have a separate substantial completion date of 5/31/25. Final completion of Phase 1 will be 5/31/25. The substantial completion date starts the warranty period which is one year.*
- *\$11MIL Phase 2 of the water plant is underway. We have biweekly meetings w/ the team. Construction of some of the phase 2 interior walls are expected to start in January once Phase 1 is completed.*
- *Phase \$11MIL 5B water and sewer project the design is in progress. Permits for EGLE Water and EGLE Wastewater Part 41 were submitted this morning. The MDOT ROW permit and the Gog County SESC permit for Phase 5 will be worked on next week. Bid package ready by January/February. Construction will occur in 2025 and 2026.*
- *2025 Small Urban Grant Project Update: Coleman is nearly complete with going through the design process with MDOT. Bidding should occur this winter and spring and construction should occur this summer. This \$600,000 project is going to replace the water main and street on Superior St from US2 to the City boundary, will repave Curry St around the school and will also chip seal the following roads:*
  - a. Greenbush north of US2*
  - b. Frenchtown Road*
  - c. Brogan Street*
  - d. Penokee Road*

- e. *South Suffolk Street*
- f. *Burma Road*
- *Our sewer lift station generator project is waiting for the generator to arrive in January and be installed and hooked up at that time.*
- *Historic Ironwood Theatre's Community Spaces grant will be occurring in January/February for installing a new stage rigging system. This work is being done by Angelo Luppino Inc and a subcontractor of theirs who specializes in this type of work. They are having some planning meetings in the weeks to come.*
- *I am working on an update to the GIWA Project Performance Certification Workplan for things that Ironwood is doing to reduce our Inflow and Infiltration within our sanitary sewer system. That update is due to EGLE on 12/31/24.*
- *I will be putting together a list of projects that need to be bid out this winter and get that on an upcoming Commission agenda to get authorization to go out for bids for those projects.*
- *Projects on hold for winter season:*
  - a. *Jakes worked on the \$598,000 TMF grant for about two months in Nov and Dec 2024. They then shut down for the season. This is identifying material types of water services on ~520 unknown water services. So far, they have found 7 galvanized/lead lines out of the first 249 lines: the rest were copper. This is good news for our long-term liability of number of services that need to be replaced.*
  - b. *The \$3MIL lead service line replacement project with Jakes Excavating is shut down for the winter season. There aren't many more that we can do with winter conditions about to set in. Coleman has submitted the MDOT ROW permit for the LSLR project for the 6 businesses on HWY 2 and Bus HWY 2. This was completed late last week (12/17/24). To date, we have changed out 253 galvanized lines out with Copper. Another 163 lines were suspected to be galvanized but were found to be Copper.*
  - c. *Phase 5A water system project is on hold for the season. Remaining work for next year consists of getting grass to grow, raising a couple of hydrants, paving the second lift of asphalt and other miscellaneous work.*
  - d. *Curry Park Campground: Next spring DPW will work on getting grass to grow and needs to install a couple of trees/shrubs. Next year DPW will pave some of the spaces that were left by the removal of the bathroom exterior walls.*
  - e. *Library Community Spaces Grant Project: The project is planned for construction in 2025 with completion in the spring of 2026. Library is working on issuing Notice of Award and getting the contract signed with Ruotsala Construction. This winter we will work with Ruotsala to come up with some value engineering options.*

#### *Managers Updates*

- *HKGI is working on the Comp plan and the housing plan. Another survey is about to be started for different subject area: infrastructure, housing, downtown, goals and strategies, etc. They are drafting the plans. We should be seeing drafts plans in January or February.*
- *Social Pinpoint interactive mapping survey for ideas and problems.*
- *Comprehensive Deer Management Hunt in the City of Ironwood opened Oct. 1. To date we have 12 people participating with 13 does and 1 buck harvested. The City Hunt is until the end of the month.*
- *Auditors have wrapped up the audit process. A clean audit with no findings was received, which is fantastic news and a testament to the quality work performed by our finance department. A work session will be set prior to the first January meeting.*

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- *Staff are working on the Capital Improvement Project process. There are a few more departments that need to provide input still. This is the beginning of our 8-month budgeting process for the new fiscal year beginning July 1<sup>st</sup> 2025.*
- *City staff are working with MEDC staff to set up meetings with a few different developers to showcase a few of the different downtown parcels that area ripe for redevelopment. These meetings should be taking place in January and February.*
- *Mt Zion Snowcross Nationals were on 12/13-14 and were a superb success. Thanks to all of the volunteers that made that happen.*
- *The snowmobile Olympiad ice racing will be kicking off this weekend and next weekend. Please come out to the County Fairgrounds for a fun and exciting race. We wish them all the best for a successful event with the upcoming weather.*
- *Michigan Baseball Congress @ Randa Field update: the City has signed an agreement (with Tim Dean's approval) as of today 12/23/24. I am waiting on a fully signed version back. We are meeting with Reino Nelson on 12/26/24. He owns the old Manny's property, and we are going to discuss how each party can assist each other. They have hired their marketing person, and they plan to hire additional staff in the coming weeks/months. They are also working on selecting a name of the team.*
- *Civic Center has been having some issues with their sewer service line leaking. They are having a Contractor come out to repair it in the coming days.*
- *Reminder for garbage collection: for the Christmas holiday, pickup will be delayed by one day this week. For this week only, pickup will be on Th, Fri and Saturday. Next week for the New Year holiday, there will be no delay in the regular pick-up schedule.*
- *The Memorial Building will be closed on 12/24 and 12/ 25 and 12/31 and 1/1 in observation of Christmas and New Years.*
- *With the upcoming 5 day warm up between Christmas and New Years, we will be doing a snow dance for better winter weather conditions to come in time for the SISU ski race on January 11, 2025.*
- *I would like to wish everyone a Merry Christmas and Happy New Year!*

U. Other Matters.

*Commissioner Semo asked that Paul Anderson share the photos provided by Steve Frank regarding garbage issues and the refrigerator with Public Safety staff.*

*Commissioner Mildren commented on the Lumberjack Hockey Team players' great job with picking up most of the Salvation Army Bell Ringing this Holiday Season. Mildren also stated it was very nice that Kyle Pallin was honored with the past weekend's game by being the one to carry flag. Also, Kyle's snowmobile was on display in the lobby.*

*Mayor Corcoran thanked Steve Frank for speaking during public comment.*


V. Adjournment.

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**Motion** was made by Mildren, seconded by Semo, and carried, to adjourn the meeting at 6:24 P.M.



Kim Corcoran, Mayor



Jennifer L. Jacobson, City Clerk