

City of Ironwood  
213 S. Marquette St.  
Ironwood, MI 49938



# IRONWOOD

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Phone: (906) 932-5050  
Fax: (906) 932-5745  
[www.cityofironwood.org](http://www.cityofironwood.org)

**AGENDA**  
**REGULAR IRONWOOD CITY COMMISSION MEETING**  
**MONDAY, MAY 11, 2020**  
**Regular Meeting - 5:30 P.M. (CST)**

**TO BE HELD VIA ZOOM**

**(Please visit the City website at [www.cityofironwood.org](http://www.cityofironwood.org) or the notice posted at the Memorial Building for Zoom Webinar login instructions.)**

**5:30 P.M.**

- A. Regular Meeting Called to Order.  
Pledge of Allegiance.
- B. Recording of the Roll.
- C. Approval of the Consent Agenda.\*

*All items with an asterisk (\*) are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of those items unless a Commission member or citizen so requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.*

- \*1) Approval of Minutes – Regular City Commission Meeting Minutes of May 27<sup>th</sup>.
- \*2) Review and Place on File:
  - a. Ironwood Housing Commission Meeting Minutes of April 21<sup>st</sup> and 24<sup>th</sup>.
  - b. Pat O'Donnell Civic Center Board Special Meeting Minutes of April 28<sup>th</sup>.

- D. Approval of the Agenda
- E. Update on COVID-19 Response.
- F. Citizens wishing to address the Commission on Items on the Agenda. (Three Minute Limit).
- G. Citizens wishing to address the Commission on Items not on the Agenda (Three Minute Limit)



This Institution is an Equal Opportunity Provider, Employer and Housing Employer/Lender



## OLD BUSINESS

- H. Discuss and Consider approving bid for Water Main Leak Detection to Consulting Engineering, Inc. in the amount of \$7,475.00.
- I. Discuss and Consider awarding the lowest bid for the 2020 Pavement Striping Project to P.K. Contracting in the amount of \$34,423.00.
- J. Discuss and Consider approval to purchase two (2) parcels (#27-52-22-332-120 and #27-52-22-332-070) associated with the Downtown City Square Project.

## NEW BUSINESS

- K. Discuss and Consider authorizing bids for replacement dasher boards at the Pat O'Donnell Civic Center.
- L. Discuss and consider purchasing two (2) new file servers to replace the existing file server at the Memorial Building.
- M. Discuss and consider authorizing quotes for updating twenty (20) sink faucets in all the City of Ironwood facilities.
- N. Discuss and consider adopting Resolution #020-004 exempting and excluding law enforcement personnel, public works personnel and those necessary to maintain city operations from the paid sick leave and expanded family and medical leave provisions of the Families First Coronavirus Response Act.
- O. Mayor's appointment.
- P. Manager's Report.
- Q. Consider Closed Session to discuss AFSCME Local 1538 collective bargaining agreement negotiations.
- R. Return to Open Session
- S. Other Matters.
- T. Adjournment.

## Proceedings of the Ironwood City Commission Meeting

A Regular Meeting of the Ironwood City Commission was held by a Zoom Webinar on Monday, April 27, 2020 at 5:30 P.M.

A. Mayor Burchell called the Regular Meeting to Order at 5:32 P.M.

B. Recording of the Roll.

PRESENT: Commissioner Cayer, Corcoran, Mildren, Semo, and Mayor Burchell.

ABSENT: None.

C. Approval of the Consent Agenda.\*

\*1) Approval of Minutes – Regular City Commission Meeting of April 13<sup>th</sup>.

***Motion** was made by Cayer, 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 Corcoran, seconded by Cayer to approve the amended agenda adding item D1. Update from City Staff regarding COVID-19. Unanimously passed by roll call vote.*

D1. Update from City Staff regarding COVID-19.

City Manager Erickson noted City Staff continues to work daily on COVID-19 matters along with their daily work. Mr. Erickson requested Public Safety, Community Development and the Finance Director/Treasurer give an update.

Public Safety Director DiGiorgio stated Ironwood has had 4 cases (1 death, 2 recovered, and 1 active). Director DiGiorgio continues to work with the Western UP Health Department on updates and reviews all the Executive Orders. He also thanked the community for their support in making 900 to 1,000 cloth masks (Fabric Patch, area quilters, and Denise Trone). The Public Safety Department just wrapped up the food drive in which 63 residents contributed.

Community Development Director Bergman addressed the City Commission stating he continues to have weekly meetings with other community development departments, Invest UP and many representatives both federal and state. Today at 9:30 a.m., the federal government gave \$310 billion dollars for the Paycheck Protection Program. The Small Business Association (SBA) Recovery Loan Program is still available. Mr. Bergman also mentioned that the Small Business Administration out of Marquette has offered to contract an employee just for Gogebic County to help small businesses.

Finance Director Linn stated that the financial impact of COVID-19 has been an extremely hot topic. Many communities have asked how they should move forward financially. Mr. Linn added there will be big cuts to Revenue Sharing and Act 51 monies for April and May. Finance Director Linn also noted that from an accounting standpoint the City has set up an account to track the City of Ironwood's COVID-19 expenses and will look toward getting reimbursed through FEMA (75%) along with other funding sources. He felt the City's strategy will be to evaluate every project going forward. Mr. Linn also noted that current projects were already budgeted.

City Manager Erickson noted bounce back plans are being worked on by all departments once the Stay at Home orders are lifted.

E. Review and Place on File:

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

***Motion** was made by Corcoran, seconded by Cayer to receive and place on file the Statement of Revenue & Expenditures Report for the month ending March 31, 2020 and the Cash and Investment Summary Report month ending March 31, 2020. Unanimously passed by roll call vote.*

F. Approval of Monthly Check Register Report.

***Motion** was made by Corcoran, seconded by Semo to approve the Monthly Check Register Report for the month ending March 31, 2020. Unanimously passed by roll call vote.*

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

Katelyn, of 221 S. Curry Street had several questions for City Staff on what public safety was doing to fight COVID-19 and was COVID-19 a Bio Safety Hazard. Additional comments were received.

Public Safety Director DiGiorgio suggested she contact the WUPHD. City Manager Erickson also mentioned contacts are located on the City website and is a good source for information.

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

Katelyn, of 221 S. Curry Street had several questions for staff on general environmental issues like Lyme Disease.

**OLD BUSINESS**

- I. Discuss and Consider awarding the lowest bid to Jack Doheny Co. for S1E Crawler Mainline (Sanitary Sewer) System Camera in the amount of \$30,960.00.

**Motion** was made by Mildren, seconded by Cayer to award the lowest bid to Jack Doheny Co. for S1E Crawler Mainline (Sanitary Sewer) System Camera in the amount of \$30,960.00. Unanimously passed by roll call vote.

J. Discuss and consider awarding the lowest bid to Jack Doheny Co. for S1E Optical Push Camera (Sanitary Sewer) in the amount of \$5,755.00.

**Motion** was made by Semo, seconded by Corcoran to award the lowest bid to Jack Doheny Co. for S1E Optical Push Camera (Sanitary Sewer) in the amount of \$5,755.00. Unanimously passed by roll call vote.

K. Discuss and Consider approving 2020-2021 City Commission Goals.

Mayor Burchell noted to the audience that the noxious smell ordinance is currently being worked on and just because it has a low number does not mean that it is not a priority for the City Commission. City Manager Erickson followed by stating Public Safety Staff was currently being trained on new equipment regarding this matter.

**Motion** was made by Semo, seconded by Cayer to approve the 2020-2021 City Commission Goals. Unanimously passed by roll call vote.

## **NEW BUSINESS**

L. Manager's Report.

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

- \*The insurance company has taken the lead on rebuilding of the Pat O'Donnell Civic Center.

They have already hired Engineers and Architects and the Civic Center Board continues to provide input.

- \*MDOT has awarded a contract to Mathy Construction for the mill/overlay of Country Club Road as well as portions of Ayer Street by the High School and Post Office areas.

- \*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 in May 2020.

- \*The City Water Department has been working with the State EGLE and Health Department staff to coordinate the spring water main flushing program. The spring water main flushing is scheduled to begin on Sunday, May 31<sup>st</sup> and will continue for a two-week period.

- \*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 weeks.

- \*The Public Safety Department has been working with the American Legion regarding the upcoming Memorial Day. The parade will not occur this year, but the American Legion will be placing flowers on the graves and people will be able to pay their respects. He urged everyone to drive through the Cemetery practicing social distancing.

- \*Bids are currently being solicited for the demolition of three commercial buildings located on the north side of McLeod Avenue between Ironwood Glass and Backstreet Cycle.

M. Other Matters.

Commissioner Semo questioned City Staff regarding the upcoming budget workshop, home construction projects, and grant funding for the clear well.

City Manager Erickson stated the clear well grant is currently on hold due to the state funding freeze.

Commissioner Mildren mentioned that if there is a family, or a child who has been affected by sickness, fire, etc. there is a needy child fund available. All they need to do is ask for help from the many civic group organizations (Kiwanis, Rotary, or Hurley Lions).

Commissioner Corcoran thanked City Staff and Public Safety for keeping everyone safe.

Commissioner Cayer thanked everyone for following the Governor's "Stay at Home" "Stay Safe" order.

Mayor Burchell noted the City of Ironwood is not in a hot zone and she sympathizes with other parts of the world who have had spikes in COVID-19. Mayor Burchell stated she knows it is hard but urged everyone to wear their mask when out in the public. She thanked her fellow commissioners for their comments and everyone for helping to keep the community safe. Additional comments were received.

N. Adjournment.

***Motion*** was made Cayer, seconded by Semo to adjourn the zoom webinar at 6:36 P.M.

Annette Da Lio-Burchell, Mayor

Karen M. Gullan, City Clerk

**IRONWOOD HOUSING COMMISSION  
REGULAR MEETING MINUTES  
APRIL 21, 2020  
PIONEER PARK APARTMENTS – COMMUNITY ROOM  
515 E. VAUGHN STREET – IRONWOOD, MI. 49938**

The regular meeting of the Ironwood Housing Commission was held on April 21, 2020 by Online Teleconference at Pioneer Park Apartments at 515 E. Vaughn Street, Ironwood, MI. 49938.

Present: Adrienne Chase  
Annabelle O'Brien  
Anne Davey  
Pat Niksich

1. Call to Order

The meeting was called to order by President O'Brien, followed by the Pledge of Allegiance.

2. Minutes of March 10, 2020 Meeting

Motion by Niksich, Seconded by Davey to approve minutes of the March 10, 2020 meeting.

3. Old Business – None

4. New Business

5. Resolution 2020-2 Uncollectible Accounts Write-Off

Motion by Davey, Seconded by Niksich to approve Resolution 2020-2 Uncollectible Accounts Write-Off in the amount of \$148.38.

6. Current A/R Balance as of April 15, 2020

The Director provided information to the Board of Commissioners for the Ironwood Housing Commissions current A/R Balance report for the month ending April 15, 2020.

7. Supplementary Statement of Income & Expense as of February 29, 2020

The Director provided information to the Board of Commissioners on the Ironwood Housing Commissions Supplementary Statement of Income & Expense as of February 29, 2020. This report includes Revenue to Date, Expense to Date and Total Unrestricted Net Position as of February 29, 2020.

8. Bank Account Reconciliation Report as of February 29, 2020

The Director provided information to the Board of Commissioners for the Ironwood Housing Commissions Bank Account Reconciliation Report for the General Fund for the month ending February 29, 2020.

9. Current Vacancy Report

The Director provided information to the Board of Commissioners for the Ironwood Housing Commissions current Vacancy Report for Public Housing.

10. Disbursements and Claims

11. Disbursements of Checks # 20465 – 20520

Motion by Davey, Seconded by Niksich, Unanimously approved through roll call vote to approve the disbursements of checks 20465-20520.



## 12. Commissioner Comments

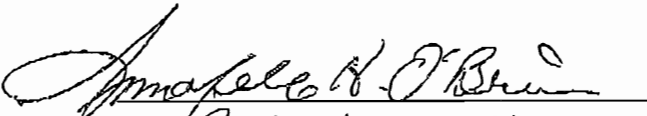
The Director provided information to the Board of Commissioners regarding a proposal from Mukavitz Heating for an Indirect Water Heater needed ASAP for the pioneer side of the building due to the ones we currently have are inoperable and controls the hot water for the tenants.

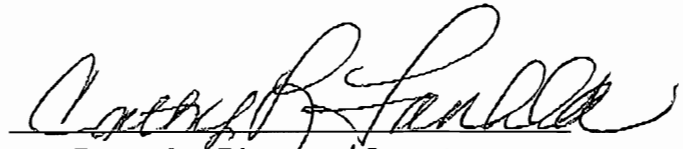
Niksich and Chase recommended to the Director to receive a second bid for the project due to the cost of the service and HUD guidelines. Motion by Niksich, Seconded by Davey, Unanimously approved through roll call vote for the Director to receive a second bid for the Indirect Water Heater needed for the Pioneer Park side Boiler room.

## 13. Public Comments – None

## 14. Adjournment

Motion by Davey, Seconded by Chase, Unanimously approved through roll call vote. Meeting adjourned at 2:29 p.m.

  
President / Vice-President

  
Executive Director / Secretary

**IRONWOOD HOUSING COMMISSION  
SPECIAL MEETING MINUTES  
APRIL 24, 2020  
PIONEER PARK APARTMENT – OFFICE TELECONFERENCE  
515 E. VAUGHN STREET – IRONWOOD, MI. 49938**

The special meeting of the Ironwood Housing Commission was held on April 24, 2020 by Teleconference at Pioneer Park Apartments at 515 E. Vaughn Street, Ironwood, MI. 49938.

Present: Adrienne Chase  
Annabelle O'Brien  
Anne Davey  
Pat Niksich

1. Call to Order

The meeting was called to order by President O'Brien, followed by the Pledge of Allegiance.

2. New Business

3. Mukavitz Heating, Inc Proposal

Motion by Niksich, Seconded by Chase to accept the lower bid from Mukavitz Heating, Inc. in the amount of \$5,500.00 to provide, Install of a Lochinvar 80-gallon indirect water Heater for the Pioneer side of the building.

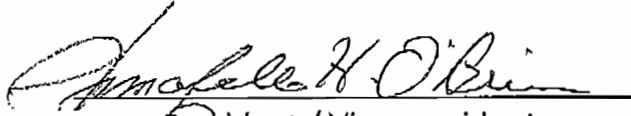
4. Future Plumbing LLC, Proposal

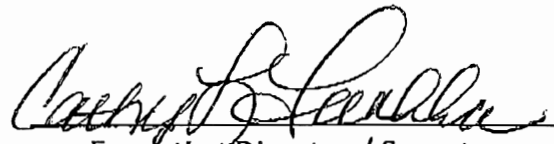
Motion by Niksich, Seconded by Chase to accept the lower bid from Mukavitz Heating, Inc. in the amount of \$5,500.00 versus Future Plumbing proposal in the amount of \$5,900.00.

5. Commissioner Comments – None

6. Adjournment

Motion by Chase, Seconded by Niksich, Unanimously approved through roll call vote. Meeting adjourned at 10:43 a.m.

  
President / Vice-president

  
Executive Director / Secretary

**Civic Center Special Meeting Minutes**  
**Memorial Building**  
**4/28/20**

1. Meeting called to order by Collins at 2:48 pm.
2. Roll call: Collins, Gullan, Mildren, Moderson, Panosso, Re, Sommer, Mgr. Sivula all present. City of Ironwood Mgr. Erickson and City of Ironwood Building Inspector Hewitt also present.
3. Motion to approve the agenda: N/A
4. Motion to approve the minutes and financials: N/A
5. Citizens wishing to address the Board on items on the agenda: N/A
6. Citizens wishing to address the Board on items not on the agenda: N/A
7. Old Business:
  - A. Review and Discuss 13-point list sent to insurance company: Discussion and review of the list of items sent to insurance company was held. Discussion included but wasn't limited to the following:
    - i. Door between concession stand and pantry: need/options of door type-- pocket vs. bi-fold.
    - ii. Skate sharpening room: enough space to house both the new and old sharpeners.
    - iii. Counter space: portable table/island to provide more counter space.
    - iv. Ceilings: 10 ft ceiling height in the common heated areas.
    - v. Mezzanine: plexiglass barrier will be installed as before.
    - vi. Southwest footings: jog of footings in plans will be taken out and made straight to reflect actual.
    - vii. Media booth: between benches on south end of rink, more or less the same as before—above with a stairwell.
      1. How would this be affected if the Board decided to move forward with new dasher boards?
    - viii. Overhead door: Overhead door on the east end of the rink will now be in the center of the rink.
    - ix. Light switches: lockable controls; locations can be discussed at a later date.
    - x. Exterior grading: grading of the Zamboni area will not be a problem; new blacktop driveway will be constructed.
    - xi. Floor coverings: common heated area flooring; interlocking floor vs. rolled out floor coverings; discussion can be continued at a later date.
    - xii. Exterior: entrance canopy, exterior lighting/sign, block style options/colors, flagpole area.
    - xiii. Ceiling insulation: finished insulation would cost about three (3) times as much plus installation costs according to insurance company; Civic Center will receive the same type of insulation as before; new standard/code types being investigated; humidity concerns and de-humidifying system.

- xiv. Storage areas: heating of storage areas would be the Civic Center's financial responsibility.
- xv. New dasher boards: costs of new vs. newer used; refacing and refurbishing existing boards may not be feasible; Civic Center's financial responsibility.

8. New Business:

A. N/A

9. Other matters:

A. N/A

10. Next Regular Meeting Tuesday May 5<sup>th</sup>, 2020 at 3:30 pm in the Auditorium of the Memorial Building.

11. Adjournment: Motion to adjourn at 4:30 pm made by Re, seconded by Mildren. Motion approved.

City of Ironwood  
213 S. Marquette St.  
Ironwood, MI 49938



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May 5, 2020

To: Ironwood City Commission  
Scott Erickson, City Manager

From: Bob Tervonen, City Utilities Manager *to*

Re: Award Water Leak Detection Bid

The City of Ironwood recently opened bids for a water leak detection survey in the water distribution system. After completing a thorough back-round check, I am recommending the Ironwood City Commission to award a bid to Water Loss Systems, Inc. of Clarksburg, MD in the bid amount of \$8970.00. Water Loss Systems was the second lowest bid.

Please take the time to contact me if you have any questions. Thank you for your time.



This Institution is an Equal Opportunity Provider, Employer and Housing Employer/Lender



Water Leak Detection Bid Opening  
Friday, April 17, 2020 @ 11:00 a.m.

## BID TABULATION SHEET

Name of Bidder:

TOTAL

Aqua-Line, Inc.					\$15,194. <sup>00</sup>
American Leak Detection					\$14,300. <sup>00</sup>
Waterworks Services, LLC					\$10,000. <sup>00</sup>
Water Loss Systems, Inc.					\$8,970. <sup>00</sup>
Matchpoint Water Asset Management					\$15,750. <sup>00</sup>
Consulting Engineering, Inc.					\$7,475. <sup>00</sup>
M.E. Simpson, Co., Inc.					\$22,000. <sup>00</sup>

Witnesses to Bid Opening:

Bid Award Action Taken

Met Flewore  
Hazen M. Gullam  
Denmar Hewitt

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# CITY OF IRONWOOD

213 S. Marquette Street  
Ironwood, Michigan 49938



Telephone: (906) 932-5050  
FAX: (906) 932-5745

## Memo

**To:** Scott Erickson; City Commissioners  
**From:** Jason Alonen, Code Enforcement Officer  
**Date:** 5/6/2020  
**Re:** 2020 Pavement Marking Bids

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### **2020 Pavement Marking**

The City of Ironwood Street Department is requesting approval of bid for Pavement Marking to PK Contracting in the amount of \$34,423.00. Added this season versus other previous years is yellow curb painting, handicap symbols and parking lot lines. The funding for this is in the current Street Budget.



# BID TABULATION SHEET

Name of Bidder:

Bid bond

Total

PK Contracting		✓			34,423.00
Fahrner Asphalt		✓			63,955.00

Witnesses to Bid Opening:

Bid Award Action Taken

*[Handwritten signatures]*  
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## MEMO

**To:** Mayor Burchell and the City Commission

**From:** Tom Bergman, Community Development Director

**Date:** May 7, 2020

Meeting Date: May 11, 2020

**Re:** Property Acquisition for the Ironwood Downtown City Square Project

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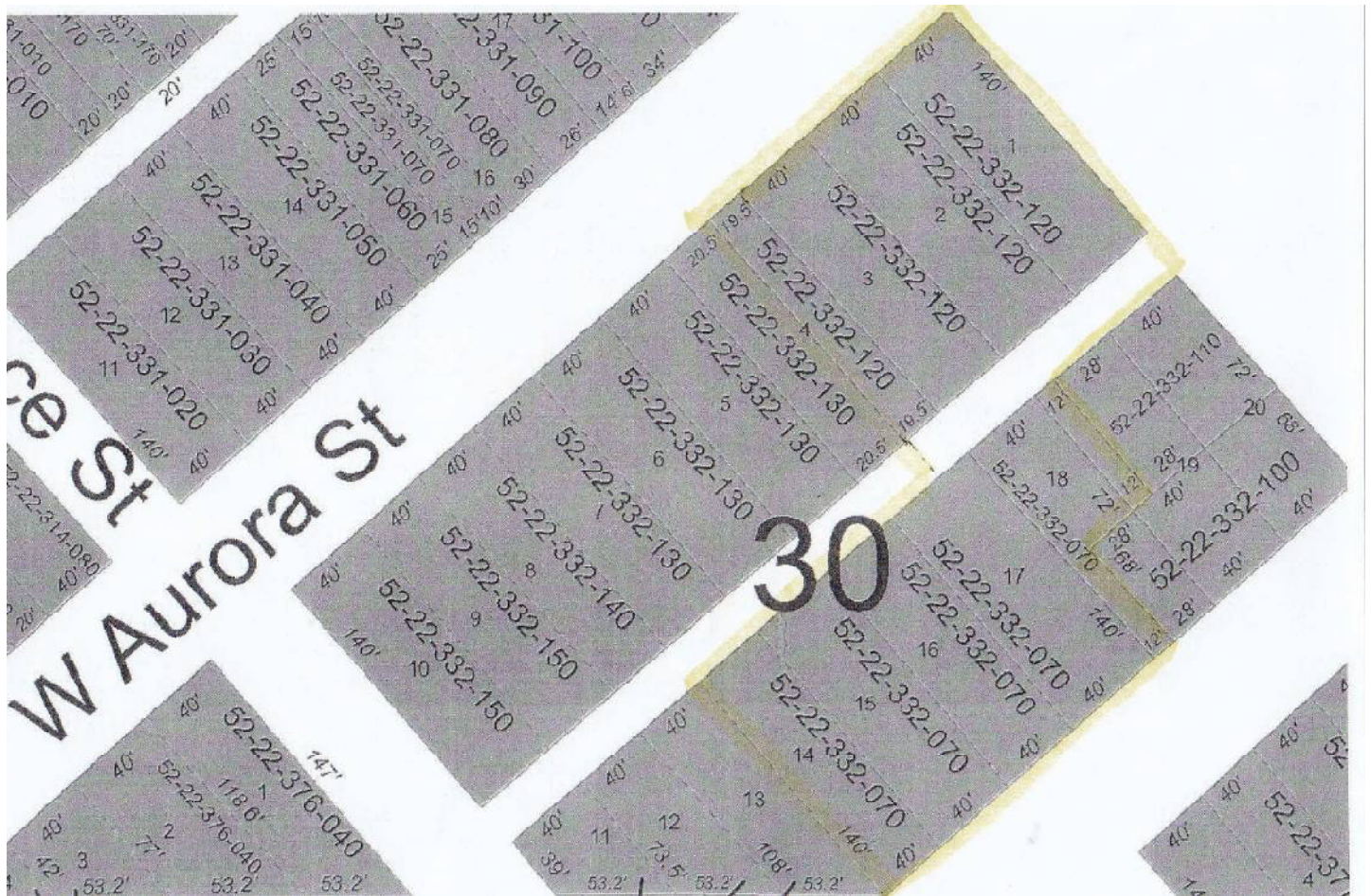
The City of Ironwood is taking the next step towards the development of the Ironwood City Square in the Downtown. The City would like to move forward with the acquisition of the property for the project. The property appraised at \$37,000. \$2500 of that amount has been paid to the property owner in the original option to purchase agreements. The remaining balance is \$34,500. Through the grant program, the MEDC will be reimbursing the City 75% of the total amount equaling \$27,750. Since the City has already paid \$2500 the remaining balance is \$6750. The City will also be covering all closing costs associated with the purchase.

### Background

The City of Ironwood started to research the opportunity to build the Downtown City Square after being approached by the MEDC Community Assistance Team. They brought up the opportunity to receive Community Development Block Grant funds for a high impact downtown economic development project. After many meetings with the MEDC and City staff, the concept of the Downtown City Square was established. The purpose is to build a high impact, public activated space that would promote business traffic and draw the region to Ironwood's Downtown. The facilities for this project are highly desired infrastructure for vibrant downtowns, proven to draw people to businesses that are close to the location. These amenities include; an outdoor amphitheater for summertime concert series, a splash pad for attracting young families to the downtown, ice skating rink and outdoor gas fire place for drawing more people to downtown businesses in the winter time, and facilities for craft and food vendors to set up for summer festivals and events. The project would also include additional downtown parking as well as the completion of the downtown street lighting project. The square would be designed to serve as the Finnish Line for the SISU Ski Fest.

This project is another step in developing our downtown as an asset that will attract new businesses as well as retain and attract talent to our community.

Borrower: N/A		File No.: iron05
Property Address: Vacant Lots @ Aurora St & Lowell St		Case No.:
City: Ironwood	State: MI	Zip: 49938
Lender: City of Ironwood		



AERIAL MAP

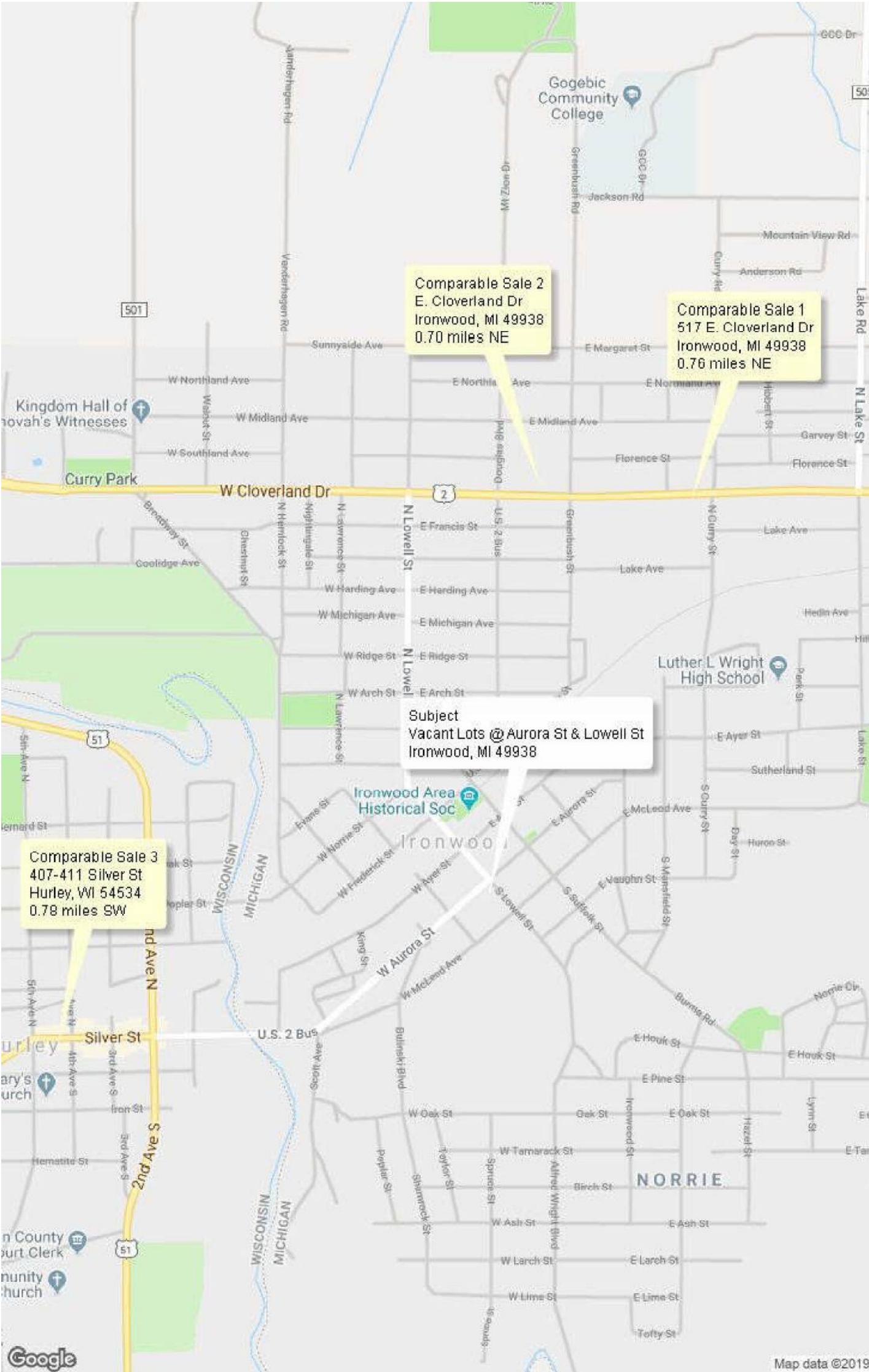
Borrower: N/A	File No.: iron05
Property Address: Vacant Lots @ Aurora St & Lowell St	Case No.:
City: Ironwood	State: MI Zip: 49938
Lender: City of Ironwood	





LOCATION MAP

Borrower: N/A	File No.: iron05
Property Address: Vacant Lots @ Aurora St & Lowell St	Case No.:
City: Ironwood	State: MI
Lender: City of Ironwood	Zip: 49938



# MEMO

DATE: May 11, 2020

TO: Annette Burchell, Mayor and City Commission  
Scott Erickson, City Manager

FROM: Jim Collins, Pat O'Donnell Civic Center Chairman  
Pat O'Donnell Civic Center Board Members

RE: Replacement of Dasher Boards – Pat O'Donnell Civic Center

The Pat O'Donnell Civic Center Board would like to request the City Commission's approval to obtain bids for replacement of the dasher boards at the Pat O'Donnell Civic Center Building.

The existing dasher boards are obsolete, more than 40 years old, and should be replaced. The Pat O'Donnell Civic Center Board will be soliciting 3 replacement alternatives: full replacement, refurbish the existing, or purchase used boards.

The Pat O'Donnell Civic Center has previously budgeted funds for the replacement of the dasher boards.

Thank you for your consideration!



## MEMO

**To:** Annette Burchell and Commissioners

**From:** Dennis Hewitt, Assessor/Building Inspector

**Date:** May 6, 2020

Meeting Date: May 11, 2020

**Re:** Request to purchase two (2) new file servers.

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The City's current file server at the Memorial Building is nearly 8 years old and is starting to fail. At this point we are keeping it running, but it needs to be replaced. If our existing server were to completely fail, it would cause a large amount of downtime for City staff and possible loss of important files.

The Computer Doctors is our current IT service provider and has monitored and maintained our IT system (server, computers, and other IT equipment) for many years. We are satisfied with their performance and are confident that they have the knowledge and redundancy to continue providing the IT needs of the City. We feel that having them provide the new hardware and configuration is in the best interests of the City, as they know our system.

The following attached documents were provided by The Computer Doctors:

- Quote for two (2) new file servers, including installation and configuration
- Status of current IT server(s) & description of current needs

We request the City Commission consider approving the quote from The Computer Doctors in the amount not to exceed \$21,474.00, for the purchase and installation of two (2) file servers. This replacement is essential to maintain City operations. The funds for this purchase are budgeted and included in the current General Fund's Computer/IT department budget.



**The Computer Doctors**  
**930 E. Cloverland Dr.**  
**Ironwood, MI 49938**

## Quote

**Quote Number: 10122**  
**Prepared By: Eric Ritter**  
**Date: 2020-05-04**  
**906-932-0880**

**City of Ironwood**  
**213 S Marquette St.**

**Ironwood, MI 49938**

Description	Qty	Price	Total
Nobils R2460 rack mount server  SM 5029P-E1CTR12L 2U LGA3647 12X3.5" SAS3008 2X10G-T 800WRP  2U SERVER 9-12 DRIVE BAYS INTEL XEON SILVER 4215 LGA3647 2.5GHZ 8/16 11MB 85W CRUCIAL 16GB DDR4 2666 ECC REG DR X8 1.2V Qty: 4 SG ST8000NM001A 8TB SAS 12G 7200RPM 256MB 512E/4KN 3.5" HD1722 Qty: 4 INTEL I350-T2 DUAL-PORT RJ45 PCIEX4 PRO/1000 SM AOM-TPM-9670V-O TRUSTED PLATFORM MODULE WIN SVR STD 2019 16 CORE 3YR ONSITE US Warranty Hardware WIN SVR 2019 CAL 5 USER OEM 5 CLT USER CAL Qty: 5	2	\$7,847.00	\$15,694.00
Shipping	1	\$180.00	\$180.00
		<b>Sub-Total:</b>	\$15,874.00
		<b>Tax Exempt</b>	\$0.00
		<b>Items:</b>	\$15,874.00
Onsite labor (Hourly rate), waived travel charges for project.  Replace file servers into rack. Installation/configuration of operating systems. Installation of virtual servers. Migration of data. Upgrade of Active directory and DNS services. Setup and configuration/testing of offsite encrypted backups and local backup/archival storage. Testing, documentation, communication with users, training Dedicated Coordinator/Project manager *Mutually agreed upon total labor not to exceed \$5600.00. **Hourly billing at \$90 will apply until the not to exceed price is met.	1	\$5,600.00	\$5,600.00
		<b>Labor:</b>	\$5,600.00
		<b>Total:</b>	\$21,474.00



# City of Ironwood

## Status of current IT server(s) & description of current needs

- 1) Server History
  - a. The City offices currently have a single file server on the local network.
  - b. The age of the server is about 8 years old
  - c. The approximate lifespan for a server is 4-5 years, according to industry standards.
  - d. We have managed to extend the life of the server by 3-4 years.
- 2) Server health
  - a. The hard drive array has been experiencing problems, causing downtime and performance degradation.
  - b. The server specs no longer can support the demands placed upon it to operating the City's IT requirements.
  - c. BS&A software is requiring a separate server to run their software.
  - d. The Microsoft Server operating system has reached its end of life and should remain within the recommended lifecycle standards.
- 3) Recommendations
  - a. Purchase two (2) file servers
  - b. Purchase one BDR server (Backup/Disaster Recovery)
  - c. This will provide redundancy in the event one fails
  - d. Satisfy the requirements of software vendors to reside on isolated operating systems, so they do not conflict with other software. This has become increasingly common with software vendors and service contract requirements.
  - e. Provides for scalability in the future, as additional growth is expected with BS&A and other software.
  - f. Provides IT support with the needed storage space for migrations/archival.
  - g. One server will be primarily used as the BS&A server, as the requirements of the software continues to grow.
  - h. BDR server is used to restore cloned images of the two production servers, in the event of either failure.
  - i. BDR server provides another level of file/configuration backup.
  - j. BDR servers are a recommended practice to maintain fault tolerance and compliance.
- 4) Consequences of not upgrading
  - a. Parts are difficult to source.
  - b. Sourced parts are priced at a premium, as they are becoming rare.
  - c. Having a single server creates a central point of failure.
  - d. There would not be another server to use, if the primary/sole server fails.
  - e. The downtime of a failed server causes staff members to be unable to work during the outage.

City of Ironwood  
213 S. Marquette St.  
Ironwood, MI 49938



Phone: (906) 932-5050  
Fax: (906) 932-5745  
[www.cityofironwood.org](http://www.cityofironwood.org)

## MEMO

DATE: May 11, 2020

TO: Annette Burchell, Mayor and City Commissioners  
Scott Erickson, City Manager

FROM: Karen M. Gullan, City Clerk

RE: Upgrade sink faucets in all City of Ironwood Facilities

City Staff would like to request permission to obtain bids to upgrade all sink faucets throughout the City of Ironwood facilities with touchless faucets.

There are approximately 20 faucets (18 bathroom & 2 kitchen).

Memorial Building = 9 bathroom & 1 kitchen

Public Safety = 4 bathroom & 1 kitchen

Department of Public Works = 2 bathroom

Pump Station = 1 bathroom

Library = 2 bathroom

Once the quotes have been received to replace and install these faucets, City Staff will then bring this matter back to the City Commission for their approval at their next regularly scheduled meeting. If you have any questions, please feel free to contact me. Thank you for your consideration!



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## City of Ironwood

**To:** Ironwood City Commission

**From:** Scott Erickson, City Manager

**Date:** May 11, 2020

Paid Sick Leave and Expanded Family and Medical Leave under the Families First Coronavirus Response Act

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### **Background**

As a result of the COVID-19 pandemic the Federal Government enacted the Families First Coronavirus Response Act (FFCRA). The FFCRA provides for emergency paid sick leave expanded family and medical leave for specified reasons related to COVID-19. This act also provides municipalities the ability to exempt or exclude emergency responders/essential workers from the FFCRA.

The FFCRA and the Department of Labor guidelines define emergency responders/essential workers as Law Enforcement personnel, Public Works personnel and those necessary to maintain operations. Based upon the foregoing all City of Ironwood personnel are deemed to be emergency responders/essential workers and are necessary to perform essential government operations.

In light of this designation and with City Commission concurrence, all City of Ironwood employees would be recognized as exempt and would be excluded from paid sick leave and expanded family and medical leave under the FFCRA.

In recognition of the emergency responder/essential worker status of all City of Ironwood employees, it is requested that the Ironwood City Commission provide the City Manager, City Finance Director and City Public Safety Director the discretion to review, as a review team, any hardship related requests resulting from COVID-19 illness or child care circumstances that may require time off and to have the discretion to authorize special COVID-19 related time off, if determined to be warranted.

### **Action**

The City Commission is requested to approve Resolution #020-004 to recognize all City of Ironwood employees as emergency responders/essential workers, excluding them from the paid sick leave and expanded family and medical leave under the FFCRA.

**RESOLUTION #020-004**

**RESOLUTION EXEMPTING AND EXCLUDING LAW-ENFORCEMENT  
PERSONNEL, PUBLIC WORKS PERSONNEL AND THOSE NECESSARY TO  
MAINTAIN CITY OPERATIONS FROM THE PAID SICK LEAVE AND EXPANDED  
FAMILY AND MEDICAL LEAVE PROVISIONS OF THE FAMILIES FIRST  
CORONAVIRUS RESPONSE ACT**

**WHEREAS**, the Federal Government, further to the national emergency that was declared in March, 2020, having passed the Families First Coronavirus Response Act; and

**WHEREAS**, the Families First Coronavirus Response Act at Sections 3105 and 5102(a) allows a municipality to exempt or exclude certain emergency responders from the paid sick leave and expanded family and medical leave provisions of the Families First Coronavirus Response Act; and

**WHEREAS**, the Families First Coronavirus Response Act and the Department of Labor guidelines issued relating thereto define emergency responders as including Law-Enforcement personnel, Public Works personnel and those necessary to maintain operations; and

**WHEREAS**, Governor Whitmer's Emergency Orders defined essential activities as including essential government functions and further authorized each governmental body to identify those employees necessary to perform essential governmental functions; and,

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, the City Commission of the City of Ironwood resolves to identify all Law-Enforcement personnel, all Public Works personnel, and all City Workers as emergency responders/essential workers and necessary to perform essential governmental functions. In light of this designation, all such employees are hereby expressly exempted and excluded from the paid sick leave and expanded family and medical leave provisions of the Families First Coronavirus Response Act. Further, the City Commission authorizes a review team (made up of the City Manager, City Finance Director and City Public Safety Director) to have the discretion and authority to evaluate employee COVID-19 hardship related requests, associated with related illness or childcare circumstances and to be authorized to provide special COVID-19 related time off to employees, if it is determined to be warranted.

The foregoing resolution was offered by \_\_\_\_\_, and supported by \_\_\_\_\_.

Upon roll call vote, the following voted:

YES:

NO:

ABSENT:

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Annette Da Lio-Burchell, Mayor

STATE OF MICHIGAN )  
 ) SS  
GOGEBIC COUNTY )

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Ironwood City Commission, County of Gogebic, State of Michigan, at a regular meeting held on May 11, 2020 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Act of Michigan, 1967, and that the minutes of said meeting were kept and will be or have been made available as required by said act.

Karen M. Gullan, City Clerk