

City of Ironwood
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Ironwood, MI 49938



IRONWOOD

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AGENDA
REGULAR IRONWOOD CITY COMMISSION MEETING
MONDAY, DECEMBER 13, 2021
Public Hearing – 5:25 P.M.
Regular Meeting - 5:30 P.M.

ZOOM OPTION AVAILABLE

(Please visit the City website at www.cityofironwood.org or the notice posted at the Memorial Building for Zoom Webinar login instructions.)

5:25 P.M.

1. Open Public Hearing.
2. Recording of the Roll.
3. Public Hearing: To hear comment on a proposed Ordinance No. 533, Book 5 an amendment to Section 4-10 (Entitled “Consumption in Public”) in Chapter 4, Entitled “Alcoholic Liquors” of the Code of Ordinances, City of Ironwood, Michigan.
4. Close Public Hearing.

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 November 22nd.



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



*2) Review and Place on File:

- a. Downtown Ironwood Development Authority Meeting Minutes of May 27, 2021.
- b. Downtown Ironwood Development Authority Meeting Minutes of June 24, 2021.
- c. Downtown Ironwood Development Authority Meeting Minutes of July 22, 2021.
- d. Downtown Ironwood Development Authority Meeting Minutes of August 26, 2021.
- e. Downtown Ironwood Development Authority Meeting Minutes of October 28, 2021.
- f. Carnegie Library Board Minutes of November 17, 2020.
- g. Carnegie Library Board Minutes of December 15, 2020.
- h. Carnegie Library Board Minutes of January 19, 2021.
- i. Carnegie Library Board Minutes of February 16, 2021.
- j. Carnegie Library Board Minutes of March 1, 2021.
- k. Carnegie Library Board Minutes of April 20, 2021.

D. Approval of the Agenda

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

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

OLD BUSINESS

G. Discuss and consider adopting Ordinance No. 533, Book 5, an Ordinance to amend Sections 4-10 (Entitled “Consumption in Public”) in Chapter 4, Entitled “Alcoholic Liquors” of the Code of Ordinances, City of Ironwood, Michigan.

H. Update on Marihuana Establishment Licenses / Timelines.

NEW BUSINESS

I. Discuss and Consider approving Engineering Services Agreement with Coleman Engineering for the 2022 Local Water & Sewer Reconstruction Project (Francis Street – Lowell Street to Greenbush).

J. Discuss and Consider authorizing bids for the 2022 Local Water & Sewer Reconstruction Project.

K. Discuss and Consider request from the Gogebic County Fair/Friends of the Fair for a “Special Event Water Rate” for the 2021/2022 Snowmobile Olympus being held at the Gogebic County Fair Grounds on December 31, 2021, January 7th, 8th, & 9th, 2022.

L. Discuss and Consider authorizing bids for a new portable Generator at the Old County Road Sanitary Sewer Lift Station.

M. Discuss and Consider authorizing bids for a system wide Leak Detection Survey for the Municipal Water System.

N. Mayor’s Appointments

O. Manager’s Report.

P. Other Matters.

Q. Adjournment.

Proceedings of the Ironwood City Commission Meeting

A Regular Meeting of the Ironwood City Commission was held in person and via Zoom at 5:30 P.M. on Monday, November 22, 2021.

A. Mayor Corcoran called the meeting to order at 5:40 P.M.

B. Recording of the Roll

PRESENT: Commissioner Andresen, Korpela, Mildren, Semo, and Mayor Corcoran.

ABSENT: None.

C. Approval of the Consent Agenda*

*1) Approval of Minutes – Regular City Commission Meeting of November 8, 2021.

*2) Review and Place on File:

a. Ironwood Planning Commission Meeting Minutes of September 2, 2021 and October 7, 2021.

b. Park & Recreation Committee Meeting Minutes of September 9, 2021.

c. Ironwood Housing Commission Meeting Minutes of November 9, 2021.

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

D. Oath of Office – New City Clerk

City Clerk Karen Gullan gave the oath of office to the new City Clerk Wendy Hagstrom.

E. Approval of the Agenda

***Motion** was made by Mildren, seconded by Semo and carried to approve the Amended Agenda to include Item JI. Audience presentation of plaque to Commissioner Joseph J. Cayer.*

F. 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 October 31, 2021, and the Cash and Investment Summary Report for October 31, 2021.*

G. Approval of Monthly Check Register Report.

***Motion** was made by Semo, seconded by Andresen to approve the Monthly Check Register Report for October 31, 2021. Unanimously passed by roll call vote.*

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

Randy Kashich, of 342 Lake Avenue expressed his dismay with not having the financials available. Mr. Kashich was informed they were on the website, and if he needed to obtain them he should come to the city offices to get a copy.

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

Randy Kashich of 342 Lake Avenue expressed his dismay with not being noticed of the Planning Commission meeting. He expressed his concerns with his FOIA request. Additional concerns were received. Mr. Kashich was informed he can refer to information on the website regarding the Planning Commission meetings. The meetings are also posted on the doors of the Memorial Building.

J. AUDIENCE: Sandy Sutton, RDH, BS, Community Water Fluoridation Coordinator, Michigan Department of Health and Human Services (MDHHS)
(RE: Municipal Water System Fluoridation)

City Manager Scott Erickson stated 89% of the population in the State of Michigan has fluoridation in their water system. Wakefield and Ashland are local communities that have fluoridation in their water.

Sandra Sutton, RDH, BS, Community Water Fluoridation Coordinator from the Michigan Department of Health and Human Services gave a presentation via Zoom to the Ironwood City Commission regarding Municipal Water System Fluoridation.

Dr. Russell Dunkel, Wisconsin State Dental Director via Zoom noted with COVID, access to care within the dental system has been a problem. Water fluoridation may be their only dental access for several months. It is valuable for under-resourced individuals.

Kristine Ferrell, Oral Health Director for the State of Michigan spoke via Zoom regarding her long history working with fluoridation in communities in the State of Michigan.

Dr. Paul Hagemann, local dentist, was present. Dr. Hagemann stated he could tell patients from the Wakefield area were fluoridated via other surrounding areas. Overall, there were less cavities. It does make a difference. No downside to supplementing the water with fluoride.

Gary Laguna, who lives in the City of Hurley questioned the panel because Hurley blends water from two different water sources - Ironwood and Montreal, Wisconsin. He expressed his concern if they have different levels of fluoride in the water due to the blending of water sources. It was noted Hurley would need to see what requirements for testing will be needed.

J1. AUDIENCE: Presentation of Plaque to previous Commissioner Joseph J. Cayer

Mayor Kim Corcoran and the City Commission noted and wanted to present to previous Commissioner Joseph J. Cayer a plaque in appreciation of his years of service and dedication to the Ironwood City Commission and the residents of the City of Ironwood. Joe Cayer served on the City Commission from November 7, 2017, through November 2, 2021.

OLD BUSINESS

K. Discuss and Consider authorizing adding fluoride to the City of Ironwood Water System and applying for the Michigan Department of Health and Human Services MDHHS Fluoridation Grant.

***Motion** was made by Semo, seconded by Andresen to authorize adding fluoride to the City of Ironwood Water System and applying for the Michigan Department of Health and Human Services MDHHS Fluoridation Grant. Unanimously passed by roll call vote.*

L. Update on current status of Marihuana Establishment Licenses.

Economic Development Director Tom Bergman went over the final approval needed as far as what the City of Ironwood requires and what the State of Michigan requires. All businesses have already paid \$1,500 when they applied for the license. The annual license fee is \$5,000.00. \$3,500 is due before issuing a license.

Commissioner Semo questioned the progress of the facilities. Mr. Bergman stated the communication has been good and feels that early next year two retail establishments will be open based on talking with the owners, and no one is foregoing their licenses at this time. Further discussion of this matter took place.

Commissioner Andresen was curious how long it takes for the final approval and licensing. He questioned if the City Commission should re-visit and look at the number of licenses again, allowing more at a certain time.

Mayor Corcoran inquired how often are the businesses being inspected. It was noted by City Staff that Dennis Hewitt, Building Inspector contacts them to come on site to see their progress. The Ordinance also states Public Safety and members of city government can go into these facilities and inspect.

M. Consider approval of Change Order No. 4 for the City of Ironwood – 2021 Water and Sewer Project to Jake’s Excavating & Landscaping, LLC., deducting \$19,587.86 (Water deduction of \$16,768.62, Sewer deduction of \$4,226.91, Road addition of \$1,407.67) and authorize Mayor to sign all applicable documents.

***Motion** was made by Mildren, seconded by Korpela to approve Change Order No. 4 for the City of Ironwood – 2021 Water and Sewer Project to Jake’s Excavating & Landscaping, LLC., deducting \$19,587.86 (Water deduction of \$16,768.62, Sewer deduction of \$4,226.91, Road addition of \$1,407.67) and authorize Mayor to sign all applicable documents. Unanimously passed by roll call vote.*

- N. Consider approval of Pay Request No. 6 for the City of Ironwood – 2021 Water and Sewer Project to Jake’s Excavating & Landscaping, LLC. in the amount of \$117,505.06 (Water \$28,032.84, Sewer \$49,570.63, Road \$39,901.59) for the City of Ironwood – 2021 Water and Sewer Project and authorize Mayor to sign all applicable documents.

Motion was made by Semo, seconded by Korpela to approve Pay Request No. 6 for the City of Ironwood – 2021 Water and Sewer Project to Jake’s Excavating & Landscaping, LLC. in the amount of \$117,505.06 (Water \$28,032.84, Sewer \$49,570.63, Road \$39,901.59) for the City of Ironwood – 2021 Water and Sewer Project and authorize Mayor to sign all applicable documents. Unanimously passed by roll call vote.

- O. Discuss and consider awarding demolition bid for 110 E. Birch Street to Angelo Luppino, Inc. for \$13,717.00.

Motion was made by Semo, seconded by Andresen to award demolition bid for 110 E. Birch Street to Angelo Luppino, Inc. for \$13,717.00. Unanimously passed by roll call vote.

- P. Discuss and consider approving pay application #4 and balancing change order to Angelo Luppino, Inc. for the 2021 Local Street Paving Project in the amount of \$96,647.84.

Motion was made by Mildren, seconded by Semo to approve pay application #4 and balancing change order to Angelo Luppino, Inc. for the 2021 Local Street Paving Project in the amount of \$96,647.84. Unanimously passed by roll call vote.

- Q. Discuss and consider approving pay application #3 to Snow Country Contracting in the amount of \$23,478.60 for the Miners’ Memorial Heritage Park Mountain Bike Trail Head Parking Lots and Connector Trail Project.

Motion was made by Semo, seconded by Andresen to approve pay application #3 to Snow Country Contracting in the amount of \$23,478.60 for the Miners’ Memorial Heritage Park Mountain Bike Trail Head Parking Lots and Connector Trail Project. Unanimously passed by roll call vote.

- R. Discuss and consider approving balancing change order and revised final pay application to P.K. Contracting, Inc. for the 2021 Street Pavement Markings in the amount of \$22,110.34.

Motion was made by Semo, seconded by Mildren to approve balancing change order and revised final pay application to P.K. Contracting, Inc. for the 2021 Street Pavement Markings in the amount of \$22,110.34. Unanimously passed by roll call vote.

NEW BUSINESS

- S. Discuss and Consider introduction of Ordinance No. 533, Book 5, an Ordinance to amend Section 4-10 (Entitled “Consumption in Public”) in Chapter 4, Entitled “Alcoholic Liquors” of the Code of Ordinance, City of Ironwood, Michigan and schedule a public hearing for

Monday, December 13, 2021, at 5:25 P.M.

Motion was made by Semo, seconded by Korpela to approve scheduling a public hearing on Monday, December 13, 2021, at 5:25 P.M. for Ordinance No. 533, Book 5, an Ordinance to amend Section 4-10 (Entitled “Consumption in Public”) in Chapter 4, Entitled “Alcoholic Liquors” of the Code of Ordinance, City of Ironwood, Michigan. Unanimously passed.

T. Discuss and consider approval of a grant application to the Michigan State Housing Development Authority Neighborhood Enhancement Program (NEP).

Motion was made by Mildren, seconded by Korpela to approve a grant application to the Michigan State Housing Development Authority Neighborhood Enhancement Program (NEP). Unanimously passed.

U. Discuss and Consider the City Employee Gratuity for the Holiday Season.

Motion was made by Semo, seconded by Andresen to approve the City Employee Gratuity in the amount of \$100.00. Unanimously passed by roll call vote.

V. Manager’s Report.

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

- *City Audit – The City is actively engaged in the audit now. There will be a presentation to the Commission of the findings at the end of the audit.
- *Thank you to the Department of Public Works (DPW) and volunteers for putting up the holiday lighting. More lights were added this year. The highway decorations will be going up this week. It was noted it looks great.
- *Previously approved demolition of two structures at Tamarack and Garvey streets has now been completed. It was noted once again the stairwell demolition on McLeod was also completed, and now the site has been cleaned up.
- *A Work Session will take place with the Library Board and the City Commission to discuss the possibility of a district library. This Work Session will take place at 5:00 p.m. on Monday, November 29, 2021.
- *Upcoming events - Downtown 1st Friday will be “Frost Friday” on December 3rd, and the Jack Frost Parade will take place Saturday December 4th.
- * Midwest Sno-Cross Race will be at Mt. Zion December 4th – 6th.
- * The SISU Cross Country Ski race will be held January 6th – 8th, 2022.
- * Pro-Vintage and Snowmobile Olympus Racing will take place at the Gogebic County Fairgrounds over the next month.
- * The Planning Commission will be holding a Public Hearing for the new zoning ordinance on Dec. 2nd at 5:30 p.m., and a combined work session with the City Commission will take place on December 13th at 4:30 p.m. prior to the regular meeting.

W. Other Matters.

Commissioner Mildren noted Santa’s Headquarters is still accepting toys and financial help.

The American Legion, City Commission, and the City of Ironwood are planning to celebrate the 100-year anniversary of the Memorial Building that is coming up in 2022.

Commissioner Semo noted we are one of the only locations that has snow. The Miner's Park has people coming from out-of-town to cross country ski.

Commissioner Andresen also stated the Miner's Park looks great, lights are fantastic, and the tree lighting ceremony was wonderful. He would like to see an ex-officio youth member on the City Commission. This has been done in past. It will be a topic for a future agenda.

We are learning a little more about the diversity and inclusion group and what can be done. The City Manager noted the City entity ad-hoc group has been helping with this and intend to bring this back to the City Commission to formalize. It is a work in progress.

The Commissioner and City Staff agreed to look back at past action taken regarding the marihuana licensing, whether a specific timeline of one year needs to be followed, or if the City Commission can modify the past action taken.

Mayor Corcoran suggested posting meetings on the bulletin board by the Water Department. Mayor Corcoran questioned Iron Belle access during the winter. It was noted The City of Ironwood keeps the school route open from Greenbush to Suffolk up to where the motorized trail crosses. It was also noted that there is a group of volunteers grooming from Bessemer to Country Club Road for cross-country and snowshoeing. City Manager Erickson noted the city maintains sidewalks in the Safe Route to School area and will promote by posting the walkable routes for those walking in the wintertime.

Mayor Kim Corcoran and the City Commission presented a plaque to retiring City Clerk Karen Gullan in appreciation of her years of service and dedication to the Ironwood City Commission and the residents of the City of Ironwood. Karen served as the City Clerk from November 1, 1999, through November 30, 2021. She was thanked for being a fair person, a fun person, and a great resource that points everyone in the right direction. Karen has attended 572 commission meetings, worked under 11 different City Commissions and 2 City Managers.

X. Consider Closed Session to consult with city attorney regarding trial or settlement strategy in connection with specific pending litigation pursuant to MCL15.268(e).

***Motion** was made by Semo, seconded by Mildren to enter Closed Session at 7:04 p.m. to consult with city attorney regarding trial or settlement strategy in connection with specific pending litigation pursuant to MCL 15.268(e). Unanimously passed by roll call vote.*

Y. Return to open session

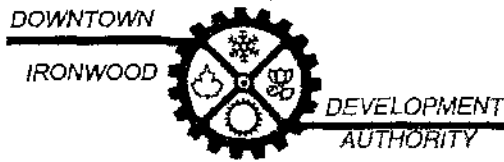
***Motion** was made by Semo, seconded by Mildren and carried to return to Open Session at 7:14 p.m.*

Z. Adjournment.

Motion was made by Semo, seconded by Mildren and carried to adjourn the meeting at 7:16 p.m.

Kim S. Corcoran, Mayor

Wendy L. Hagstrom, City Clerk



**Proceedings of the Downtown Ironwood Development Authority
Thursday, May 27, 2021**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, May 27, 2021 at 8:00 A.M. via Zoom video conferencing software.

1. Call to Order: Chairperson Amy Nosal called the meeting to order at 8:04 A.M.
2. Recording of the Roll.

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Cathy Flory	X			
Nancy Korpela, Vice	X			
Annette Burchell		X	X	
Jake Ring		X	X	
Amy Nosal	X			
Darrin Kimbler		X	X	
Ivan Hellen	X			
Anna Lovelace		X	X	
Bruce Greenhill	X			
	5	4	Quorum	

Also, present: Community Development Director, Tom Bergman, and Community Development Assistant, Tim Erickson.

3. Approval of the April 22, 2021 Meeting Minutes:
Motion by Hellen to approve the meeting minutes. Second by Korpela. Motion carried 5 to 0.
4. Approval of the Agenda:
Motion by Greenhill to approve the agenda. Second by Korpela. Motion carried 5 to 0.
5. Citizens wishing to address the Authority on Items on the Agenda (Three-Minute Limit): Meyer with the Ironwood Chamber of Commerce address the Authority. He discussed his new hours at the Depot due to the Summer season and the MDOT Welcome Center temporarily closed. He presented the Ironwood visitor guide and discussed the UP North Action Guide.

6. Citizens wishing to address the Authority on Items not on the Agenda (Three-Minute Limit): None.
7. Receive and place on file the Monthly Financial Report: Director Bergman gave an update on income and expenditures.

Motion by Greenhill to receive and place on file the Financial Report. Second by Korpela. Motion carried 5 to 0.

8. Items for Discussion and Consideration.
 - A. Discuss and Consider Pocket Park Contract with Range Master Gardeners: Director Bergman gave an explanation of the contract and why the contract needs to be changed. Kimbler sent an email to Bergman requesting \$1,950 total to be paid instead of monthly installments. Nosal suggested allowing them to request half of the total amount in the beginning of the season and the other half at the end of the season. Greenhill discussed having an end date to the contract. Korpela suggested monthly reimbursement. The authority decided to revise the contract and to determine who is mowing the lawn before the contract is approved.

Motion by Korpela to table the item. Second by Greenhill. Motion carried 5 to 0.

- B. Discuss and Consider application for MML 2021 Microgrant Program (Downtown Historical Signage): Director Bergman discussed applying for Historical Signage.

Motion by Flory to apply for the grant. Second by Greenhill. Motion carried 5 to 0.

- C. Goal Update – (Short Term Goals (Downtown Historical Signage, Downtown Business COVID-19 Support Plan) Long Term Goals (TIF District, Water Trail Project)): Hellen discussed the signs sizes, designs, locations, and philosophy of the tour.

Motion by Greenhill to move forward with the project on condition that wherever possible 16" x 23" is used, but project director has discretion to choose the size of the sign and to purchase 10,000 brochures per the estimate provided by Sharp Graphic Design. Second by Korpela. Motion carried 5 to 0.

Director Bergman discussed the Restaurant Revitalization Program. He talked about façade funding that is needed for downtown and that the MEDC façade program is discontinued. The first reviewable draft of the zoning ordinance will be presented in the coming week. The DNR gave official approval for the Water Trail Project.

- D. Update on Marihuana Establishments Licensing: Director Bergman gave an update on the status of the Planning Commission process.
 - E. First Friday Update: Erickson gave a brief update on the First Friday Music Series. Discussion took place about the logistics and times for the other events. Nosal gave an update on the Pride Picnic in the Park.
9. Other Business: Hellen discussed the Ironwood Positive group and that they want to do movies in the park. Erickson gave an update and said that he met with the Vice-Chair and offered City equipment for their event.

Director Bergman thanked Amy for getting FE Live Life Event Calendar on Instagram.

Director Bergman asked the Authority if they would like to transition back to in person meetings. The Authority decided to keep doing virtual for the moment.

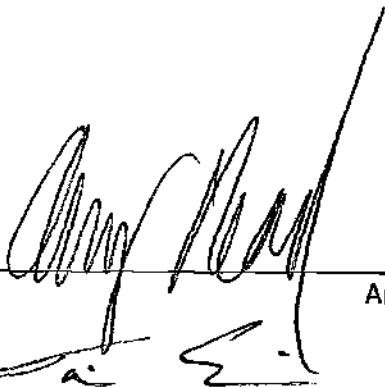
Hellen would like a historical sign at the Curry Park to direct people downtown.

Director Bergman talked about a new sign that is being considered at the US2 and Douglas Blvd entrance.

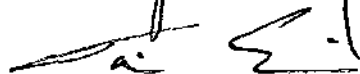
10. Next Meeting: Thursday, June 24, 2021 at 8:00 a.m.

11. Adjournment.

**Motion by Hellen to adjourn, second by Korpela, to adjourn the meeting.
Motion carried 5 to 0.**



Amy Nosal, Chair



Tim Erickson, Community Development Assistant



**Proceedings of the Downtown Ironwood Development Authority
Thursday, June 24, 2021**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, June 24, 2021 at 8:00 A.M. via Zoom video conferencing software.

1. Call to Order: Chairperson Amy Nosal called the meeting to order at 8:02 A.M.
2. Recording of the Roll.

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Cathy Flory	X			
Nancy Korpela, Vice	X			
Annette Burchell		X	X	
Jake Ring	X			
Amy Nosal	X			
Darrin Kimbler		X	X	
Ivan Hellen	X			
Anna Lovelace	X			
Bruce Greenhill	X			
	7	2	Quorum	

Also, present: Community Development Director, Tom Bergman, and Community Development Assistant, Tim Erickson.

3. Approval of the May 27, 2021 Meeting Minutes:
Motion by Hellen to approve the meeting minutes. Second by Korpela. Motion carried 7 to 0.
4. Approval of the Agenda:
Motion by Greenhill to approve the agenda. Second by Korpela. Motion carried 7 to 0.
5. Citizens wishing to address the Authority on Items on the Agenda (Three-Minute Limit):
None.
6. Citizens wishing to address the Authority on Items not on the Agenda (Three-Minute Limit): Director Meyer with the Ironwood Chamber discussed Festival Ironwood and the event page.

7. Discuss and consider approval of the amended budget for fiscal year 2020-2021.

Motion by Hellen to approve the amended budget. Second by Flory. Motion carried 7 to 0.

8. Receive and place on file the Monthly Financial Report: Director Bergman presented the financial report.

Motion by Greenhill to receive and place on file the Financial Report. Second by Korpela. Motion carried 7 to 0.

9. Items for Discussion and Consideration.

- A. Discuss and Consider Pocket Park Contract with Range Master Gardeners: The City will be taking care of the lawn at the Pocket Park.

Motion by Korpela to approve the Pocket Park Contract. Second by Flory. Motion carried 7 to 0.

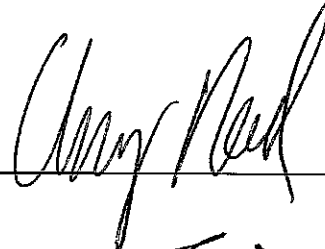
- B. Discuss and Consider application for MML 2021 Microgrant Program (Downtown Historical Signage): Erickson updated the Authority with the submitted grant application.
- C. Goal Update – (Short Term Goals (Downtown Historical Signage, Downtown Business COVID-19 Support Plan) Long Term Goals (TIF District, Water Trail Project)): Director Bergman discussed a large amount of money around \$500,000 that the City will be receiving. He's hoping that the funding can be used to help downtown businesses in some way. Water Trail Update - The project agreement and final approval has been received from the DNR. The zoning ordinance will be in review with the Planning Commission soon. The completion of the zoning ordinance will allow the City to move forward with the Redevelopment Ready Communities Program. Director Bergman gave an update of what the program is.
- D. Update on Marihuana Establishments Licensing: The scoring review is happening this evening and applicants will know the results.
- E. First Friday Update: Erickson discussed the upcoming events for July through September. An alternate venue needs to be decided for rainy days. The First Friday Committee will meet soon.

10. Other Business: Greenhill asked if the Art Park could get some attention, so that it doesn't get forgotten. Greenhill noticed that two of the apartments above are plugging in a power cord and using the power of the Art Park.

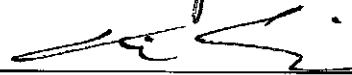
11. Next Meeting: Thursday, August 22, 2021 at 8:00 a.m.

12. Adjournment.

**Motion by Korpela to adjourn, second by Flory, to adjourn the meeting.
Motion carried 7 to 0.**



Amy Nosal, Chair



Tim Erickson, Community Development Assistant



**Proceedings of the Downtown Ironwood Development Authority
Thursday, July 22, 2021**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, July 22, 2021 at 8:00 A.M. via Zoom video conferencing software.

1. Call to Order: Chairperson Amy Nosal called the meeting to order at 8:00 A.M.
2. Recording of the Roll.

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Cathy Flory		X	X	
Nancy Korpela, Vice	X			
Annette Burchell	X			
Jake Ring	X			
Amy Nosal	X			
Darrin Kimbler	X			
Ivan Hellen	X			
Anna Lovelace		X	X	
Bruce Greenhill		X	X	
	6	3	Quorum	

Also, present: Community Development Director, Tom Bergman, and Community Development Assistant, Tim Erickson.

3. Election of Chairperson and Vice-Chairperson

Nomination by Burchell for Nosal as Chairperson.

Motion by Kimbler to cast unanimous ballot for Nosal. Second by Korpela. Motion carried 6 to 0.

Nomination by Hellen for Korpela as Vice-Chair.

Motion by Kimbler to cast unanimous ballot for Korpela. Second by Burchell. Motion carried 6 to 0.

4. Approval of the May 27, 2021 Meeting Minutes:

Motion by Korpela to approve the meeting minutes. Second by Hellen. Motion carried 5 to 0. With Kimbler abstaining.

5. Approval of the Agenda:

Motion by Korpela to approve the agenda. Second by Kimbler. Motion carried 6 to 0.

6. Citizens wishing to address the Authority on Items on the Agenda (Three-Minute Limit): None.

7. Citizens wishing to address the Authority on Items not on the Agenda (Three-Minute Limit): Director Meyer with the Ironwood Chamber discussed Festival Ironwood. Festival Ironwood wrap up meeting will take place. He brought up the need for more restrooms for the festival and police presence or better signage to prevent smoking and dogs. Kimbler thanked Festival Ironwood for allowing the Depot Farmers Market as part of the Festival. He brought up that the City Square is being overwatered and needs to be addressed.

8. Receive and place on file the Monthly Financial Report: Director Bergman presented the financial report.

Motion by Korpela to receive and place on file the Financial Report. Second by Hellen. Motion carried 6 to 0.

9. Items for Discussion and Consideration.

A. Discussion and Consideration of grant application for the 2021 MCACA Minigrant for First Friday Music Series.

Motion by Hellen to the grant application for the 2021 MCACA Minigrant. Second by Kimbler. Motion carried 5 to 0. Nosal was not present for vote.

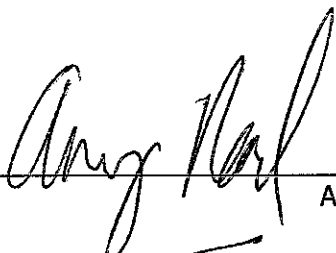
B. Update on application for MML 2021 Microgrant Program (Downtown Historical Signage). Director Bergman updated the Authority with the application.

C. Goal Update – (Short Term Goals (Downtown Historical Signage, Downtown Business COVID-19 Support Plan) Long Term Goals (TIF District, Water Trail Project)): The money allocated to the City of Ironwood and the State of Michigan through the rescue grant may impact some of the goals. Director Bergman would like to get the TIF District going soon. The Water Trail has the potential to be a larger project and to work with the Michigan and Wisconsin DNR to remove ongoing down trees.


D. Update on Marihuana Establishments Licensing: The preliminary licenses have been approved by the City Commission and Planning Commission. The selected applicants were discussed.

- E. First Friday Update: The First Friday Committee met to discuss vendors at the market and the October through January events. The Committee will meet again in the coming weeks.
10. Other Business: Burchell asked about creative and affordable options for Winter decorations. A subcommittee will discuss the decorations.
11. Next Meeting: Thursday, August 26, 2021 at 8:00 a.m.
12. Adjournment.

Motion by Korpela to adjourn the meeting, second by Burchell. Motion carried 5 to 0.



Amy Nosal, Chair



Tim Erickson, Community Development Assistant



**Proceedings of the Downtown Ironwood Development Authority
Thursday, August 26, 2021**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, September 23, 2021 at 8:00 A.M. via Zoom video conferencing software.

1. Call to Order: Chairperson Amy Nosal called the meeting to order at 8:00 A.M.
2. Recording of the Roll.

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Cathy Flory	X			
Nancy Korpela, Vice	X			
Annette Burchell	X			
Vacant				
Amy Nosal	X			
Darrin Kimbler	X			
Ivan Hellen	X			
Anna Lovelace	X			
Bruce Greenhill		X	X	
	7	1	Quorum	

Also, present: Community Development Director, Tom Bergman, and Community Development Assistant, Tim Erickson.

3. Approval of the August 26, 2021 Meeting Minutes:
Motion by Hellen to approve the meeting minutes. Second by Korpela. Motion carried 7 to 0.
4. Approval of the Agenda:
Motion by Burchell to approve the agenda. Second by Korpela. Motion carried 7 to 0.
5. Citizens wishing to address the Authority on Items on the Agenda (Three-Minute Limit):
Director Meyer addressed the Authority and gave an update on the Chamber fall social, Jack Frost Festival, City Commissioner Forum, intern that will be at the Chamber office, volunteer fair, and the downtown lighting committee meeting.

6. Citizens wishing to address the Authority on Items not on the Agenda (Three-Minute Limit): None.
7. Receive and place on file the Monthly Financial Report: Erickson presented the financial report.

Motion by Kimbler to receive and place on file the Financial Report. Second by Korpela. Motion carried 7 to 0.

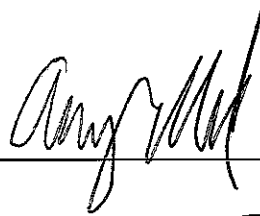
8. Items for Discussion and Consideration.
 - A. Discussion on Christmas wreaths and downtown decorations: Burchell addressed the Authority and gave an update on the meeting with the DIDA lighting committee. The DIDA discussed wrapping some of the downtown light poles with led lighting, the number of wreaths to purchase, volunteer help with lighting removal, and the potential need for contractor help of installation. The lighted street poles will be split between DIDA funding and City of Ironwood funding. Kimbler suggested asking Xcel Energy and Spectrum for volunteer community service. Hellen stated that this goal is a short term one and that long-term discussion will need to take place. There are 29 light poles to be wrapped by 300-500 count LED string lights.

Motion by Flory to buy 74 wreaths and wrapping 29 light poles using LED lights. Second by Hellen. Motion carried 7 to 0.

- B. Zoning Ordinance Update: The zoning ordinance has a draft under review by the Planning Commission and Economic Development Corporation. The consultants recently presented the draft to the Planning Commission.
 - C. Goal Update – (Short Term Goals (Downtown Historical Signage, Downtown Business COVID-19 Support Plan) Long Term Goals (TIF District, Water Trail Project)): The grant to fund the historical signage was unsuccessful. The committee will meet to discuss ways to proceed with the project. The TIF District may be expedited without the downtown plan. The water trail project is being worked on by Director Bergman. Hellen suggested using the Winter to prepare for the historical signage project to install in the Spring.
 - D. First Friday Update: October event is Plaidurday. Erickson encouraged everyone to attend and to invite others. The businesses in downtown have been in support of this event and most will stay open late. November First Friday was briefly discussed. Burchell discussed doing a mittens festival in coordination with the DAP for January.
9. Other Business: None.
10. Next Meeting: Thursday, October 28, 2021 at 8:00 a.m.

11. Adjournment.

Motion by Burchell to adjourn the meeting, second by Korpela. Motion carried 7 to 0.



Amy Nosal, Chair



Tim Erickson, Community Development Assistant



**Proceedings of the Downtown Ironwood Development Authority
Thursday, October 28, 2021**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, October 28, 2021 at 8:00 A.M. via Zoom video conferencing software.

1. Call to Order: Chairperson Amy Nosal called the meeting to order at 8:00 A.M.
2. Recording of the Roll.

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Cathy Flory	X			
Nancy Korpela, Vice	X			
Annette Burchell		X	X	
Vacant				
Amy Nosal	X			
Darrin Kimbler	X			
Ivan Hellen	X			
Anna Lovelace	X			
Bruce Greenhill		X	X	
	6	1	Quorum	

Also, present: Community Development Director, Tom Bergman, and Community Development Assistant, Tim Erickson.

3. Approval of the September 22, 2021 Meeting Minutes:

Motion by Hellen to approve the meeting minutes. Second by Lovelace. Motion carried 5 to 0.
4. Approval of the Agenda:

Motion by Lovelace to approve the agenda with hybrid meeting added to other business. Second by Kimbler. Motion carried 5 to 0.
5. Citizens wishing to address the Authority on Items on the Agenda (Three-Minute Limit):
6. Citizens wishing to address the Authority on Items not on the Agenda (Three-Minute Limit): Director Meyer updated the Authority. He mentioned the City Commission Candidate Forum, Volunteer Fair, and Route 2 Elsewhere movie showing at the Historic Ironwood Theatre.

7. Receive and place on file the Monthly Financial Report: Bergman presented the financial report.

Motion by Korpela to receive and place on file the Financial Report. Second by Hellen. Motion carried 6 to 0.

8. Items for Discussion and Consideration.

- A. Discuss downtown lighting: Erickson gave an update on the downtown lighting and the considerable task that it has been. The lights for the wreaths and trees have been purchased and the lights for the light poles will be worked out shortly. Sample lights are on their way for the light poles. DPW is working with the school to help string the wreaths. Volunteers will be needed to remove the strings.

Motion by Flory to buy 74 wreaths and wrapping 29 light poles using LED lights. Second by Hellen. Motion carried 6 to 0.

- B. Update on Zoning Ordinance Revision: The DEI group submitted recommendations for the Zoning Ordinance. Much of the suggestions would be encouraged in the Comprehensive Plan versus the zoning ordinance. The City Commission and Planning Commission will be doing a workshop to go over the plan. The sections for DIDA review were sent to the Authority one week ago.
- C. Goal Update – (Short Term Goals (Downtown Historical Signage, Downtown Business Support) Long Term Goals (TIF District, Water Trail Project)): The TIF plan hasn't been in discussion internally. Hellen is continuing to research but is in a holding pattern looking for funding. The History Committee will meet after the first of the year. The City is waiting until after the election to prioritize rescue act money, which may be used for business activity. Goal setting will be introduced during the November meeting.
- D. First Friday Update: The First Friday Committee meeting will be scheduled soon. Erickson gave an update regarding November and December First Friday events.

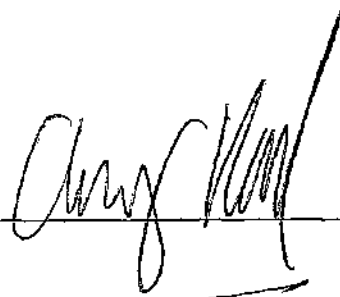
9. Other Business:

Motion by Korpela to change the format to both in person and online via Zoom. Second by Hellen. Motion carried 6 to 0.

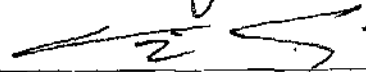
10. Next Meeting: Thursday, November 18, 2021 at 8:00 a.m.

11. Adjournment.

Motion by Kimbler to adjourn the meeting, second by Flory. Motion carried 6 to 0.



Amy Nosal, Chair



Tim Erickson, Community Development Assistant

IRONWOOD CARNEGIE LIBRARY MINUTES

Regular Library Board Meeting

4:00 17 Nov 2020

- I. **Call to order. 4:03** Attending – Amber Hurkmans, Helen Slining, Kathi Maciejewski, Pam Johnson, Lynne Wiercinski, Wendy Hicks. Absent - Kim Corcoran
- II. **Approval of Oct financial reports (including bills).** Have not received from finance director
- III. **Approval of Oct Minutes.** Kathi motioned, Helen seconded, all agreed.
- IV. **Adjustments to the Agenda.** In continuing / old business:
 1. **Grant updates**
 2. **Building updates**
- V. **Continuing/Old Business –**
 - a. Grant updates – Linda Dean contacted Lynne re: William Stark Jones Foundation. We will be received a gift of \$3400 with the only stipulation is that we further the excellent work of the library. Lynne said it may be targeted for books for children and YA collections.
 - b. Building update – It is very dark in the back at the end of the ramp and we should do something about it as we are now doing curbside pickup into the winter months. Lynne will check on prices and options.
 - c. Phased Reopening – Changes based on situation. We resumed curbside on 20 October as did Bessemer and Wakefield Libraries. Following state guidelines required for gatherings, etc. The Remote work policy is in place starting 18 November 2020 – Kathi motioned, Helen seconded, all agreed.
 - d. Staffing – Our cleaning lady is not coming in at this time as, with no inside visitors, Lynne is able to keep library clean. Volunteer who offered to do our shoveling has discontinued doing it. Joe Saari's service is now coming to do and we will be paying same rate as last year. Our snow blower needs repair and will be fixed at Auvinens.
- VI. **New Business & Director's Report**
 - a. Helen's board term expires in December but she has agreed to staying on. January is time to vote on officers again.
 - b. Superiorland – As of 1 Jan 2021 remote meetings in Michigan will only be allowed under certain circumstances. If they stop remote meetings, our SLC representative Patti Jahn has indicated she will no longer serve in that position.
 - c. Youth member – We need a youth representative. Lynne will be looking for someone to fill this position.
 - d. Treasurer – The Board position of Treasurer is still in the bylaws even though we don't have one and haven't for quite a while. Lynne will get the process going to eliminate the position.
 - e. Calendar – Lynne distributed the new calendar, we will be voting on in December.

- f. Virtual programming – For the younger classes we will be having a virtual Tom Pease concert. For the 5th graders, Lynne is working on a virtual story time. Lynne is also working on some virtual school visits in the future.

VII. Board Comments – none

VIII. Public invitation to be heard – none

IX. Adjournment – 4:35. Amber motioned, Pam seconded, all agreed.

IRONWOOD CARNEGIE LIBRARY MINUTES

Regular Library Board Meeting

4:00 15 Dec 2020

- I. **Call to order. 4:03** Attending – Amber Hurkmans, Helen Slining, Kathi Maciejewski, Pam Johnson, Lynn Wiercinski, Wendy Hicks. Absent - Kim Corcoran
- II. **Approval of Oct financial reports (including bills).** Pam motioned, Helen seconded, all agreed.
- III. **Approval of Nov financial reports (including bills).** Kathi motioned, Wendy seconded, all agreed.
- IV. **Approval of Nov Minutes.** Pam motioned, Helen seconded, all agreed.
- V. **Adjustments to the Agenda.** None.
- VI. **Continuing/Old Business –**
 - a. **Building updates –**
 - Lighting – Lynne has contacted Giovannoni’s and is waiting to hear back regarding new lighting by back ramp area.
 - Having a definite issue with dog refuse in our back yard area. Lynne is going to talk to Public Safety to discuss the problem and possible solutions.
 - Air conditioning-purchased in July. Motion made that Restricted Capital Funds will be used to cover \$5550 of the \$7550 cost. \$2000 is covered by a donation. Amber motioned, Helen seconded, all agreed.
 - b. **Phased Reopening –** Lynne updated the phased reopening document and brought it to the board for approval. Kathi motioned, Wendy seconded, all agreed. We have been following CDC/MHHS guidelines and are going to continue curbside services through December, hoping to have return to in house services (by appointment) after the end of December, depending on local situation and state guidelines.
 - c. **Staffing**
 - Joe Saari’s company is doing our snow removal. Lynne is checking with the city to see if DPW could provide snow removal services.
 - Lynne is planning on moving to place Laura Noren to on call status at this time.
 - The rest of the staff is now on approximately a 20 hour/week status and continue to do daily health and temperature checks.
 - d. Helen has been sworn in to renew her board position.
 - e. Calendar approval – Pam motioned, Helen seconded, all agreed.
- VII. **New Business –**
 - a. **Staff gratuities -** The Board approved the Holiday gratuities for the staff of \$50 each for Judy Bennett, Ken Wegmeyer, Catherine Parisian, Kathy Kafczynski, and Laura Noren. Kathi motioned, Wendy seconded, all approved.
 - b. **Preliminary budget discussion 21/22 –** Discussed our fund balances and options of using those dollars if needed for projects, etc. The assigned has increases from approx. \$45,000 in 2012 to \$71,900 in 2019.
 - c. **Programming**

-Diversity & Inclusion Book Club – Annette Burchell spearheaded a Diversity and Inclusion Group through the City, with various projects created. Carol Erickson, group member, approached the library regarding a Diversity and Inclusion Book Group. The library, in collaboration with GCC and the city, is working on beginning the group in January.

-Jigsaw Puzzle exchange – The Library will be sponsoring a puzzle exchange in January. People can bring in gently used, complete puzzles to the library with their names. The puzzles will be first quarantined then sorted and distributed in a yet to be determined way. If all goes well this may be an annual event.

-Online Storytime – The story time with Amanda Clark is doing well.

-Website – Lynne has completed training through the Library of Michigan on developing the new PLOUD website. Amanda Clark, volunteer, is assisting with her expertise. Hoping to have new site up by March.

VIII. Director's Report.

- a. Open Meeting Act – Starting in January, public meetings must be held in person (remote only due to certain circumstances); may change depending on the COVID situation. Patti Jahn, our representative is no longer interested in her position as our Superiorland Cooperative representative if travel will be required.
- b. Minimum wage – It appears that the minimum wage increase scheduled to go into effect in January has been postponed. As we hope to keep our staff somewhat above minimum wage as possible, we will continue to monitor.
- c. Annual appeal – The annual appeal is about ready to go out in the next couple of days.

VIII. Board Comments – none

IX. Public invitation to be heard – none

X. Adjournment – 4:43. Amber motioned, Wendy seconded, all agreed.

IRONWOOD CARNEGIE LIBRARY
Regular Library Board Meeting Minutes
4pm Tuesday, January 19

I. Call to order. 4:00 Present: Amber Hurkmans, Wendy Hicks, Pam Johnson, Helen Slining, Lynne Wiercinski. Absent: Kathi Maciejewski, Kim Corcoran

II. Approval of December Financial Reports (including bills): Do not have

III. Approval of December Minutes: Pam moved, Helen seconded. Passed unanimously.

IV. Adjustments to the Agenda: None

V. Continuing/old Business

- a. Building Updates:** Two lights were installed on the back of the shed by Giovannoni's for about \$200. It is now very well lit outside. The City came and cleaned up some of the snow and will try to keep the ramp area cleaned up. Joe Saari is still doing the snow removal. Looking ahead to spring, there is painting needed on the trim and eaves outside.
- b. Phased re-opening status:** Curbside pickup is continuing. Wakefield and Bessemer libraries are on the same page. Business is 53% of last year's at this time. Most libraries are continuing with curbside until the end of the month. Will determine if inside visits will be appropriate at that time.
- c. Staffing/contracting:** Superiorland Cooperative has hired a new IT person. That will help everyone get back on track. There is a meeting Friday to assess our needs.

VI. New Business

- a. Election of Officers:**
 - Amber Hurkmans as President: Wendy moved, Helen seconded. Passed unanimously
 - Wendy Hicks as Vice-President: Helen moved, Pam seconded. Passed Unanimously
 - Kathi Maciejewski as Secretary: Wendy moved, Helen seconded. Passed unanimously.
- b. Annual Appeal Update:** \$8500 so far, a little ahead of last year.
- c. Vacation time carry over:** Lynne will carry over 2 weeks of vacation. Amber moved, Wendy seconded. Passed unanimously.

VII. Director Report:

The Iron Mountain (Dickinson Library) Virtual Youth Workshop is being held on 1/21. Lynne is doing a presentation on grant writing. Families and adults have been asking staff to select books for them. There have been a lot of losses due to COVID affecting staff members, friends and volunteers. Vaccinations are starting for three staff members that meet the guidelines (over 65, pre-existing conditions, etc.). Library of MI has been meeting every other week. Discussion has included how libraries are writing policies about weapons as Michigan is an open carry state. Everyone has learned a lot. The meetings are positive and everyone hopes the meetings continue.

VIII. Board Comments: None

IX. Public invitation to be heard.

(5-minute limitation per speaker)

X. Adjournment. 4:46pm

IRONWOOD CARNEGIE LIBRARY
Regular Library Board Meeting Minutes
4pm Tuesday, February 16., 2021

- I. **Call to order.** 4:12 Present: Kim Corcoran, Wendy Hicks, Pam Johnson, Lynne Wiercinski, Helen Slining. Absent: Amber Hurkmans, Kathi Maciejewski
- II. **Approval of December Financial Reports (including bills)** Pam moved, Helen seconded. Passed unanimously.
- III. **Approval of January Financial Reports (including bills) (do not have)**
- IV. **Approval of January Minutes:** Wendy moved, Helen seconded. Passed unanimously.
- V. **Adjustments to the Agenda:** Add Grant /Fundraising Update to Old Business
- VI. **Continuing/old Business**
 - a. **Phased re-opening status:** Everything is going well. The library is busy some days and there is still some curbside pickup. Business is about 49% of last year in January.
 - b. **Grant/ Fundraising Update:** Lynne submitted the Banfield Grant application to possibly purchase books, complete painting outside, and install flooring in fiction and non-fiction rooms. Application was submitted for the Library.
- VII. **New Business**
 - a. **SLC Director:** Shawn Andary has resigned; she has been very helpful to our library. Superiorland is recruiting to fill the position. Libraries need the Cooperative to be able to provide resources and cost effective services that cannot be done independently.
 - b. **Proposal from Wakefield Library:** There was a proposal from the Wakefield library to merge Bessemer, Wakefield, and Ironwood libraries to share services and patrons to have one card. Lynne will set up a meeting with Wakefield to have a discussion.
 - c. **Policy Review**
 1. **Borrowing policy:** Wendy moved, Helen seconded. Passed unanimously.
 2. **Computer/Internet Use Policy:** Wendy moved, Pam seconded. Passed unanimously.
- VIII. **Director Report:** Lynne is hopeful we can keep moving ahead and is working with MSU for a Virtual Activity Night. The Diversity and Inclusion Group is meeting monthly and going well. We are working on PR on social media to get the word out that we are open.
- IX. **Board Comments:** None
- X. **Public invitation to be heard.**
(5-minute limitation per speaker)
- XI. **Adjournment.** 4:51pm

IRONWOOD CARNEGIE LIBRARY MINUTES

Regular Library Board Meeting

4:00 1 Mar 2021

- I. **Call to order. 4:04.** Attending – Helen Slining, Kathi Maciejewski, Lynne Wiercinski, Wendy Hicks, Kim Corcoran. Absent - Amber Hurkmans, Pam Johnson
- II. **Approval of Jan financial reports (including bills).** Wendy motioned, Helen seconded, all agreed.
- III. **Approval of Feb financial reports (including bills).** Kathi motioned, Wendy seconded, all agreed.
- IV. **Approval of Feb Minutes.** No minutes presented, will have for April mtg.
- V. **Adjustments to the Agenda.** Add review of fiscal 21 -22 budget first review to return to city by May mtg, 20 – 21 revenue expenditures report.
- VI. **Continuing/Old Business –**
 - a. 2021 -2022 budget review – Paul Linn explains. Will hold off on vote until reviewed and full or majority of board is present.
 - b. Phased Reopening – We are able to have 25 people or less with social distancing. The library can be at 50% capacity but is staying at 6 people at a time plus staff. Circulation is at 67% of a year ago which is an increase. Due to changes in state orders and Open Meeting Act, we will probably meet in person next month, at the Memorial Building to allow for social distancing requirements. There are no programs planned for now. For summer the plans are unknown if they will be held virtually or in person.
 - c. Wakefield Library Reciprocal Agreement Update – Lynne discussed some of the scenarios of a reciprocal agreement with the Wakefield Library Director and the idea is being put on hold at this time.
- VII. **New Business –**
 - a. Township contract renewal – Erwin Township contract expires soon and would like to see the same as the previous contract. Lynne will work on the new contract. The Ironwood Township contract will also be worked on with the same proposal as the previous years. The contracts will be discussed at the next meeting and will be presented to the townships at a future date.
 - b. Policy review for lending laptops. Wendy motioned, Helen seconded, all agreed.
- VIII. **Director’s Report.**
 - a. Things are slowly but surely getting busier. The staff is all vaccinated and comfortable with being open.
 - b. MSU Extension and Great Start will be working with Lynne to do story walks using semi-permanent signs for one month and further to be used in Ironwood, Bessemer and Wakefield.
- VIII. **Board Comments – none**
- IX. **Public invitation to be heard – none**
- X. **Adjournment – 5:01.** Wendy motioned, Helen seconded, all agreed.

IRONWOOD CARNEGIE LIBRARY MINUTES

Regular Library Board Meeting

4:00 20 Apr 2021

- I. **Call to order. 4:04.** Attending –Kathi Maciejewski, Lynn Wiercinski, Wendy Hicks, Amber Hurkmans, Pam Johnson Absent - Kim Corcoran, Helen Slining
- II. **Approval of Mar financial reports (including bills).**
- III. **Approval of Feb Minutes.** Kathi Maciejewski motioned; Wendy Hicks seconded. All approved.
- IV. **Approval of Mar Minutes.** Pam Johnson motioned; Kathi Maciejewski seconded. All approved.
- V. **Adjustments to the Agenda** None
- VI. **Continuing/Old Business**
 - a. **Phased reopening status-** Continue to offer ½ hour visits by appointment and following guidelines.
 - b. **21/22 Budget Approval-** Wendy Hicks motioned, Pam Johnson seconded. All agreed.
 - c. **Township contracts -**Motion to submit same contract proposal to Ironwood Township. Pam motioned, Kathi seconded. All agreed.
Erwin Township contract on hold until discussion with Larry Grimsby to clarify if contract will indeed be extended without new contract being written.
 - d. **Programming/Staffing**
 1. Story Walks-MSU Extension/Great Start/Ironwood Carnegie Story Walks will be in all areas, Ironwood, Bessemer, Wakefield, Marinesco and will be rotated monthly. The Story Walk will also be a part of the Emberlight Festival.
 2. Staffing – Kathy Kafczynski is available to assist with programming when it begins. Laura Noren remains available as needed but has been moved to an “on call” status employee.
 3. Building/Maintenance-Lynne is working on getting the outside of the building painted and has called 4 different people to get estimates. She will let us know when they get back.
Dusty Boggs will be taking care of our lawn this summer and Lynne will see about Summer Youth help.
- VIII. **New Business**
 - a. **Purchasing Policy** – Kathi motioned, Wendy seconded. All agreed.
 - b. **Temporary Health Insurance** – Lynne is temporarily putting her husband on her health insurance (for 3 months).
 - c. **Sustainable book shelves/FOL update** – Baker and Taylor (B & T) will buy back used books and resell or recycle for no cost to the library. This is a good opportunity to get rid of books, we can get a check (10%) or credit (15%). There is no risk financially for us. This is mostly a FOL project.

- d. **Digital Magazines** – R B Digital has been sold to Overdrive and all cooperative libraries now have access. We may get a partial reimbursement from Superiorland Cooperative for our payment.
 - e. **Superiorland director** – search is still ongoing. Have hired a new tech and assistant tech.
 - f. **Annual Gift** – A woman interested in giving a donation to the library sent a \$500 donation and indicated a \$500/year donations for children’s programming along with a possible legacy gift.
 - g. **Library Privacy Act** –some new guidelines for release of info. Board members received copies of new act.
- VII. Director Report**
- a. **RIDES** – Our ILL delivery price is going up and is much higher than downstate.
 - b. **2021 Trustee Manuals** – passed out to all board members.
- VIII. Board Comments – none**
- IX. Public invitation to be heard – none**
- X. Adjournment – 5:13.** Amber motioned, Pam seconded, all agreed.

ORDINANCE NO. 533, BOOK 5

AN ORDINANCE TO AMEND SECTION 4-10, (ENTITLED “CONSUMPTION IN PUBLIC”) IN CHAPTER 4, ENTITLED “ALCOHOLIC LIQUORS” OF THE CODE OF ORDINANCES, CITY OF IRONWOOD, MICHIGAN.

THE CITY OF IRONWOOD ORDAINS:

Section 4-10. Section 2(b) is amended by adding the following:

h. Downtown City Square

Section 2. Repealer. Any ordinance that is in conflict is hereby repealed.

Section 3. Severability. If any word, clause, sentence, paragraph or provision of this ordinance is deemed to be invalid by a court of competent jurisdiction, such word, clause, sentence, paragraph or provision so designated shall be deemed severable and the remaining provisions of the ordinance shall be deemed fully enforceable.

Section 4. Effective Date. The terms and provisions of this ordinance shall become effective upon publication and adoption in accordance with law.

Adopted and approved by the City Commission of the City of Ironwood, Michigan, this 13th day of December, 2021.

Effective: December 17, 2021

KIM S. CORCORAN, MAYOR

ATTEST:

WENDY L. HAGSTROM, CITY CLERK

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



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www.cityofironwood.org

To: Mayor Corcoran and City Commission

From: Tom Bergman, Community Development Director

Date: December 2, 2021

Meeting Date: December 13, 2021

Re: Adult Use Marihuana Establishment 2nd Round Application Timeline

Background

In July of 2021, the City Commission decided to not amend the ordinance for additional licenses, and to review the ordinance in approximately one year. At the November 22nd City Commission Meeting there was a discussion regarding how long the licensing process would take to open more licenses, and if the process should start sooner than later. Below is an outline of a sample time period required to make an ordinance change for number of licenses as well as the timeline for the licensing process based on the first round of licensing.

Example Timeline for Ordinance Amendment

- January 2022 – Discussion on Ordinance Amendment with City Commission
- February 2022 – Set Public Hearing for Ordinance Amendment
- March 2022 – Public Hearing on Ordinance Amendment
- April 2022 – Beginning of Application Process

Typical Application Process Timeline (based on previous process) if ordinance is approved for additional licenses

- Pre-application period is open for 30 calendar days starting in April 2022 and ending in May 2022.
- Within 45 calendar days of receiving pre-application (date and time received) the Community Development Office will ensure all required items are included, applicant will be notified.
- Incomplete pre-applications will have 15 calendar days to remediate the missing information.
- Applicants will have 90 days to complete Conditional Use Hearing and Site Plan Review through the Planning Commission
- After review by Department heads the application is deemed complete.

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



- The following will be completed in 60 days after the application is deemed complete:
 - Staff makes ranking recommendation to the Planning Commission based on Merit Review Process
 - Planning Commission ranks application based on Merit Review Process
 - City Commission ranks application based on Merit Review Process
- Provisional License issued by City Clerk. Final license issued when all applicable documents are received by the City (List provided in application)

Total application process can take up to 8 months. Timeline can be extended based on volume of applications received by the City of Ironwood. Estimated provisional license date if ordinance change is approved would be approximately October 2022.



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December 8, 2021

Mr. Scott Erickson, City Manager
City of Ironwood
213 S. Marquette Street
Ironwood, MI 49938

Re: Professional Engineering Services
2022 Local Sewer and Water Project

Dear Mr. Erickson:

Coleman Engineering Company (CEC) appreciates the opportunity to provide this proposal for Professional Engineering Services for the 2022 Sewer and Water Project. CEC has worked together with the City of Ironwood to identify water and sewer projects that have been deemed critical projects through the following:

- Addressing undersized water mains which restrict flows and reduce water quality;
- Replacement of old water pipes which have frequent breaks and service calls; and
- Addressing condition issues identified in the SAW sewer project study.

Through our talks with the City Administration, the scope of the project will include two blocks on Francis Street from Lowell Street to Greenbush Street.

We understand that this project will be funded by the City of Ironwood and there will not be outside public funding requirements.

Base Scope of Services

CEC will perform engineering design, bidding and construction phase services for the above referenced projects.

- Engineering design includes geotechnical drilling and the preparation of construction documents for water/sewer/storm and street replacement as required for each individual area. This also includes the replacement of lead service lines into houses for water services that are identified to be a "lead service line" as directed by the State of Michigan.
- Bidding includes CEC leading a public bidding process using the Engineering Joint Contract Document Committee (EJCDC) documents that CEC typically uses for bidding City of Ironwood projects.

- Construction phase services includes providing a Resident Project Representative to provide oversight and inspection services, as well as leading the process for contractor pay applications, change orders, RFIs, shop drawing review, and other contracting paperwork. CEC will also provide quality control testing services for the City of Ironwood for earthwork, gravel, concrete, and asphalt construction materials.

The engineering fees have been derived from a calculation of a percentage of estimated construction costs. These costs were calculated by CEC and the City of Ironwood for the two blocks of Francis Street. The estimated construction cost is based on lineal foot costs of similar projects in recent years and new construction market costs. This is a standard process for calculating public infrastructure projects of this nature, as was also done for Phases 1, 2, 3, and 4 through the USDA Rural Development process. Should our actual costs be less than these estimates, CEC will only bill what our time and expenses are for the scope of services performed.

Fees

The professional engineering and geotechnical services for the Base Scope of Services described above will be completed on a time and materials basis not to exceed the amount of \$150,000.

Schedule

Assuming a signed contract is received by mid- December of 2021, design services will begin immediately and the goal will be to have construction documents ready to bid by April 2021 (or sooner if possible) to allow the contractor to start construction in late May of 2021. A 3-month construction process would be typical for this size of project.

Acceptance

If you accept this proposal, please endorse the attached Work Order and return a signed copy to our office.

We appreciate the opportunity to submit this proposal. If you have any questions or comments, please feel free to contact me at (906) 932-5048.

Sincerely,
COLEMAN ENGINEERING COMPANY



Jeff Sjoquist, P.E.
Principal

JSS/gp

AGREEMENT NO. 07044
PROJECT NO. 211084
WORK ORDER NO. 02

EXHIBIT "A"
WORK ORDER

COLEMAN ENGINEERING COMPANY and its directors, officers, shareholders, employees, agents, affiliates, independent professional associates, consultants and subcontractors, as the case may be, (collectively, "COLEMAN") agree to perform for CLIENT, on this specific Project, the Services described below. The services shall be performed subject to and upon the terms and conditions set forth in the Professional Services Agreement (the "Agreement") dated February 16, 2007, by and between COLEMAN and CLIENT, which Agreement is hereby amended to incorporate this Work Order.

It is agreed that this Agreement, and such other documents required by it during the term of this Agreement, may be approved by a signed copy transmitted by fax or .pdf copy containing all signatures in lieu of the original signed copy, and that a copy transmitted by fax or .pdf shall be legally binding upon the parties to said Agreement(s)."

PROJECT: 2022 Local Sewer and Water Project

SERVICES: As described in our proposal letter dated December 8, 2021, a copy of which is attached and made part of this contract.

FEES: Services will be completed for a not to exceed fee of \$150,000.00 for the scope of work, the assumptions and the conditions set forth in our proposal dated December 8, 2021, a copy of which is attached and made part of this contract.

Please understand that services will be invoiced on a time and materials basis using our current standard fee schedule(s) and that our estimate of cost is based on our current understanding of the project requirements and the level of effort needed to complete the services. We will make every effort to not exceed our estimate but if the scope of services and the associated assumptions or conditions of our estimate change, we will need to discuss how the changes will affect our estimate. Out of scope services will not be completed until our estimate is adjusted and approved. In addition, if our understanding of the service changes, we will also cease work until we discuss and agree to proceed.

SPECIAL TERMS AND CONDITIONS:

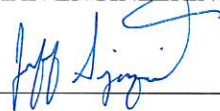
During completion of this work, Coleman Engineering Company will not accept responsibility for the safety of individuals other than Coleman Engineering Company employees.

AUTHORIZATION

This Work Order and the scope of services (the "Services") defined herein are approved and COLEMAN is hereby directed and authorized to proceed with the Services for the designated Project in accordance with the terms and conditions of the above-referenced Agreement.

Requested By:
CITY OF IRONWOOD

Accepted By:
COLEMAN ENGINEERING COMPANY



By: Scott Erickson
Title: City Manager
Date: _____

By: Jeff Sjoquist, P.E.
Title: Principal
Date: December 8, 2021

Memo

To: Mayor & City Commission
From: Scott Erickson, City Manager/City Engineer
CC:
Date: December 13, 2021
Re: Discuss and Consider Authorizing Bids for the 2022 Water and Sanitary Sewer Reconstruction Project

Introduction

The proposed 2022 water and sanitary sewer reconstruction project is Francis Street from Lowell Street east to Greenbush Street.

Analysis & Background

The City of Ironwood has proactively been replacing aged water mains and sanitary sewer mains each year, as funding allows. The proposed 2022 utility project is two blocks of Francis Street from Lowell Street to Greenbush Street. This work will include replacement of sanitary sewer mains and water mains, full street reconstruction including new concrete curb and gutter and storm sewer improvements as well as concrete sidewalk replacement.

The funding for this project will be from a combination of water funds, sanitary sewer funds and general fund street funds.

Recommendation

It is recommended to authorize bids for the proposed 2022 sanitary sewer and water main reconstruction project.



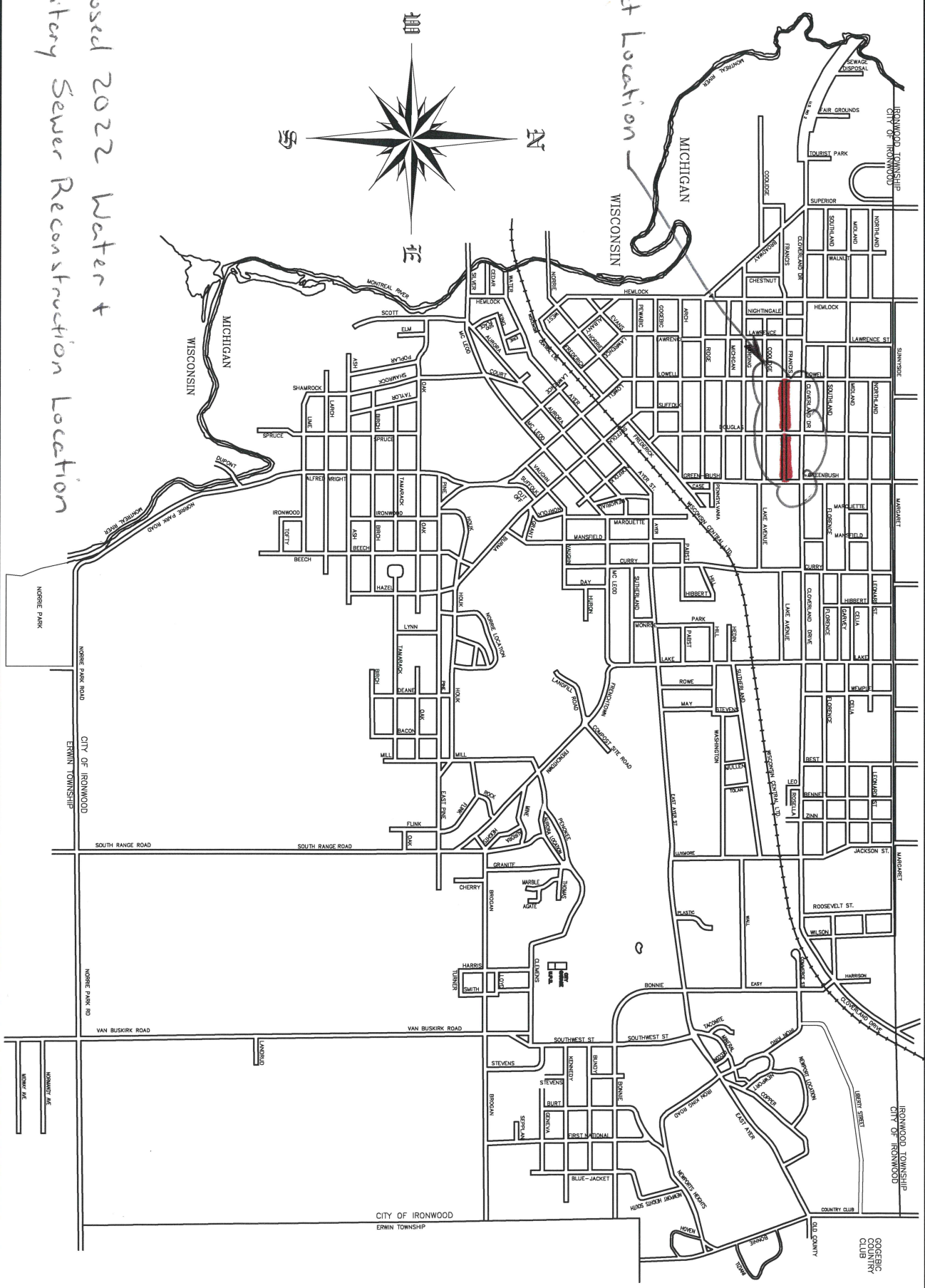
IRONWOOD

MICHIGAN | Find Your North

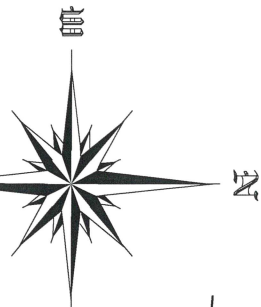
213 S. MARQUETTE ST.
 IRONWOOD, MI 49938
 PH: (906) 932-5050
 FAX: (906) 932-5745

TITLE:		STREET SYSTEM MAP	
REVISION:	A	DRAWN BY:	J. ALONEN
DATE:	5/9/2018	APPROVAL BY:	S. ERICKSON
		DRAWING NO.	
		S-1	

Proposed 2022 Water +
 Sanitary Sewer Reconstruction Location



Project Location



IRONWOOD TOWNSHIP
 CITY OF IRONWOOD
 COOCEIC
 COUNTRY
 CLUB

November 19, 2021

Ironwood City Commission

On behalf of the Ironwood Snowmobile Olympus, we are requesting the Commission to grant us the Special Event water rate for our upcoming 2021/2022 Snowmobile Olympus. The Pro-Vintage Snowmobiling Racing will be held at the Gogebic County Fairgrounds on January 1st, 2022.

The USSA Ironwood Snowmobile Olympus will be held on January 7th, 8th & 9th, 2022.

Sincerely,

A handwritten signature in black ink, appearing to be 'GB', with a long horizontal line extending to the right.

Greg Basom, Race Director
USSA Snowmobile Olympus

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




IRONWOOD
MICHIGAN | *Find Your North*

Phone: (906) 932-5050
Fax: (906) 932-5745
www.cityofironwood.org

December 2, 2021

To: Ironwood City Commission
Scott Erickson, City Manager

From: Bob Tervonen, City Utilities Manager 

Re: Request to Bid for a Generator at the Old County Road Lift Station

I am requesting approval from the Ironwood City Commission to advertise to bid for a generator at the Old County Road sanitary lift station. Upon receiving the bids, a recommendation will be presented to you for approval.

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



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



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



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Fax: (906) 932-5745
www.cityofironwood.org

December 2, 2021

To: Ironwood City Commission
Scott Erickson, City Manager

From: Bob Tervonen, City Utilities Manager *BT*

Re: Request to Bid for Water Leak Detection Survey

I am requesting approval from the Ironwood City Commission to advertise to bid for a city-wide water leak detection survey. Upon receiving the bids, a recommendation will be presented to you for approval.

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



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

