



IRONWOOD

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AGENDA REGULAR IRONWOOD CITY COMMISSION MEETING April 14, 2025

**LOCATION: IRONWOOD MEMORIAL BUILDING
COMMISSION CHAMBERS
213 S. MARQUETTE ST.
IRONWOOD, MI 49938**

Regular Meeting – 5:30 P.M.

ZOOM OPTION AVAILABLE FOR THE PUBLIC

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

REGULAR MEETING 5:30 P.M.

A. Regular Meeting Called to Order.
Pledge of Allegiance to the United States of America.

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:

- a. Regular City Commission Meeting Minutes of March 24, 2025.
- b. Special City Commission Meeting Minutes of April 7, 2025.
- c. Closed Session Meeting Minutes of April 7, 2025.

*2) Review and Place on File:

- a. Ironwood Housing Commission Meeting Minutes of March 11, 2025.
- b. Ironwood Carnegie Library Board Meeting Minutes of February 18, 2025.
- c. Pat O'Donnell Civic Center Board Meeting Minutes of March 4, 2025.
- d. Ironwood Economic Development Corporation Meeting Minutes of November 6, 2024, and February 5, 2025.
- e. Downtown Ironwood Development Authority Meeting Minutes of January 23, and February 27, 2025.
- f. Ironwood Planning Commission Meeting Minutes of March 6, 2025.



*3) Approve Sale of:

- a. Ironwood American Legion Auxiliary, Unit #5 – Poppies on May 15, and 16, 2025.
- b. Ironwood American Legion Auxiliary, Unit #5 – Flag Day Sale Fundraiser on June 13, 2025.

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).

G. Presentation: Doug Lein, Chief Operating Officer, Ironwood Lumberjacks Hockey Team.

UNFINISHED BUSINESS

H. Discuss and consider awarding the bid for Phase 5C Water System Upgrade Project to Jakes Excavating, LLC., in the amount of \$1,813,030.22, and authorize the Mayor to sign the Notice of Award.

I. Discuss and consider awarding bid for the Phase 5B Utility Project.

J. Discuss and consider approving Change Order #12, for C.D. Smith, which is an increase of \$37,940.51 for the Water Treatment Plant Phase 1 Project and authorize the Mayor to sign all applicable documents.

K. Discuss and consider approving Change Order #5, for C.D. Smith, which is an increase of \$43,810.26 for the Water Treatment Plant Phase 2 Project and authorize the Mayor to sign all applicable documents.

L. Discuss and consider approving Payment #4, for C.D. Smith, in the amount of \$225,395.86 for the City of Ironwood – Water Treatment Plant Phase 2 Project and authorize the Mayor to sign all applicable documents.

M. Discuss and consider adopting Resolution #025-007, a Resolution to rescind Resolution #025-001.

N. Discuss and consider adopting Resolution #025-008, a Resolution to rescind Resolution #025-002.

NEW BUSINESS

O. Discuss and consider approval of the GCC Drive Access Easement Agreement to the Pat O'Donnell Civic Center.

P. Discuss and consider approval of Municipal Employees' Retirement System Defined Benefit Plan Adoption Agreement Amendments.

Q. Discuss and consider adopting Resolution #025-009, a Resolution adopting the City's Earned Sick Time Policy.

- R. Discuss and consider approval of a \$30,000 contract for McKim and Creed for water system leak detection.
- S. Discuss and consider authorization to go out for bids for a cold storage building at the Ironwood DPW facility.
- T. Manager's Report.
- U. Other Matters.
- V. Consider going into closed session pursuant to MCL 15.268(a); purchase of real property up to the time an option to purchase of that property is obtained.
- W. Return to Open Session.
- X. Discuss and consider execution of Purchase Agreement for 210 South Suffolk Street.
- Y. Adjournment.

Proceedings of the Ironwood City Commission Meeting

A Regular Meeting of the Ironwood City Commission was held on March 24, 2025, at 5:30 P.M., in the Commission Chambers, Second Floor of the Municipal Memorial Building in the City of Ironwood.

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

B. Recording of the Roll.

PRESENT: Commissioners Mildren, Semo, and Mayor Corcoran

ABSENT: Commissioners Andresen and Korpi (excused)

C. Approval of the Consent Agenda.

1) Approval of Minutes:

a. Regular City Commission Meeting Minutes of March 10, 2025.

2) Review and Place on File:

a. Parks and Recreation Meeting Minutes of February 3, 2025.

b. Ironwood Carnegie Library Board Meeting Minutes of January 21, 2025.

c. Planning Commission Meeting Minutes of February 6, 2025.

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

D. Approval of the Agenda.

***Motion** was made by Mildren, seconded by Semo, and carried, to approve the Agenda as presented.*

E. Review and Place on File:

1. Revenue & Expenditure Report.

2. Cash and Investment Summary Report.

***Motion** was made by Mildren, seconded by Semo, and carried, to receive and place on file the Statement of Revenue & Expenditures Report for the month ending February 2025, and the Cash and Investment Summary Report for February 2025.*

F. Approval of Monthly Check Register Report.

***Motion** was made by Semo, seconded by Mildren, to approve the Check Register Report for February 2025 as presented. Unanimously passed by roll call vote.*

G. Citizens wishing to address the Commission on Items on the Agenda. (Three Minute Limit).
There were none.

H. Citizens wishing to address the Commission on Items not on the Agenda. (Three Minute Limit).
Lydia Christensen addressed the City Commission to introduce herself, share ideas on how to grow Ironwood, and informed the Commission and public that she is intending to run for Senate in 2026.

UNFINISHED BUSINESS

- I. Discuss and consider authorizing the Mayor to execute Amendment Number 3 for Phase 1 Water Treatment Plant and Amendment Number 2 for Phase 2 Water Treatment Plant to transfer \$100,000 of the engineering budget from Phase 2 to Phase 1.

***Motion** was made by Semo, seconded by Mildren, to authorize the Mayor to execute Amendment Number 3 for Phase 1 Water Treatment Plant and Amendment Number 2 for Phase 2 Water Treatment Plant to transfer \$100,000 of the engineering budget from Phase 2 to Phase 1. Unanimously passed by roll call vote.*

NEW BUSINESS

- J. Discuss and consider authorizing the DPW to purchase 500 tons of early salt and 200 tons of back-up salt for the 2025-2026 winter season as part of the MiDeal Road Salt Agreement with the State of Michigan Department of Transportation.

***Motion** was made by Mildren, seconded by Semo, to authorize the DPW to purchase 500 tons of early salt and 200 tons of back-up salt for the 2025-2026 winter season as part of the MiDeal Road Salt Agreement with the State of Michigan Department of Transportation. Unanimously passed by roll call vote.*

- K. Discuss and consider declaring the attached list of miscellaneous City office furniture and equipment as surplus property and authorize advertisement for bids to sell.

***Motion** was made by Mildren, seconded by Semo, and carried, to declare 84 items that were presented as surplus property, authorize the advertisement for bids with a minimum bid of \$1.00 set for each item, and authorize the City to dispose of all unsold items.*

- L. Discuss and consider adopting Resolution #025-006, a resolution to approve Contract Number 25-5095 with the Michigan Department of Transportation for the chip seal and permanent pavement marking project for portions of Greenbush Street north of US2, Frenchtown Road, Brogan Street, Penokee Road, South Suffolk Street, and Burma Road, and authorize the City Manager to sign the Agreement.

***Motion** was made by Mildren, seconded by Semo, to adopt Resolution #025-006, a resolution to approve Contract Number 25-5095 with the Michigan Department of Transportation for the chip seal and permanent pavement marking project for portions of Greenbush Street north of US2, Frenchtown Road, Brogan Street, Penokee Road, South Suffolk Street, and Burma Road, and authorize the City Manager to sign the Agreement. Unanimously passed by roll call vote.*

- M. Discuss and consider approving the purchase of a new 2023 Dodge Charger patrol vehicle in the amount of \$33,983 from Galeana's Van Dyke Dodge Ram.

***Motion** was made by Mildren, seconded by Semo, to approve the purchase of a new 2023 Dodge Charger patrol vehicle in the amount of \$33,983 from Galeana's Van Dyke Dodge Ram. Unanimously passed by roll call vote.*

N. Manager's Report.

City Manager Paul Anderson provided the following verbal updates:

Updates

- *\$11MIL Phase 1 of the water plant project continues with CD Smith Construction. The Contractor has raised up the chlorine and phosphate tanks to address off-gassing issues that aren't allowing the pumps to function properly. Now we are waiting for the pump supplier to address two other pump issues. Once these issues are resolved, we will be switching over to 100% use of the new Phase 1 water pumping station.*
- *\$11MIL Phase 2 of the water treatment plant is underway. CD Smith continues form work of the concrete filter walls on the interior of the building. Concrete to be poured in the middle of next week. Many items for Phase 2 construction are going through the submittal and ordering process timeline right now. Once the frost leaves the ground this spring, a lot will start happening with the construction of the garage and the 250,000-gallon clear well. A lot of the Phase 2 work will be completed by fall 2025 and all work is anticipated to be completed by spring or early summer 2026.*
- *Phase 5C \$3MIL water project for reconstructing portions of Coolidge, Harding and Lowell St from US2 to Harding. This project is out to bid with bids due on this Friday March 28th. We had 5 general contractors at our pre bid meeting last week.*
- *Phase 5B \$8MIL water and sewer project Is out to bid with bids due on 4/11 with the pre bid meeting is this Wednesday. Construction will occur during both the 2025 and 2026 construction seasons.*
- *2025 Small Urban Grant Project Update: \$375K grant will be split between these two projects:*
 - *Project 1 (\$625K): going to replace the water main and street on Superior St from US2 to the City boundary, will repave Curry St around the school*
 - *Coleman is working on getting MDOT's final approval to go out to bid.*
 - *Project 2 (\$177K): Chip seal the following roads:*
 - *Greenbush north of US2*
 - *Frenchtown Road*
 - *Brogan St*
 - *Penokee Road*
 - *South Suffolk St*
 - *Burma Road*
 - *This project is fully approved by MDOT and will be on the April bid letting and construction will occur this summer.*
 - *Our sewer lift station generator has been delivered and we are working on whether we need to install a vaporizer or not. Once that is finalized, we will complete the startup process and complete billing so that we can get reimbursed for our \$50,000 MMRMA RAP grant.*
 - *Library Community Spaces Grant Project: Ruotsala Construction has begun with demo of the existing tree and the existing ramp. They will begin work on the foundation soon. The construction project will continue through summer 2025 with completion in the spring of 2026.*
 - *Angelo Lupino is 99% complete with the construction of the walls in the clerk's office and the assessor's office. We are just waiting on the door hardware to complete the project.*

- *Newport Heights water future project: Coleman Engineering is working on a Preliminary Engineering Report for a USDD RD and EGLE funding application.*
- *Our 18 sanitary sewer flow meters have been installed again for the upcoming spring/summer/fall season. We also ordered 6 more flow meters in order to continue honing in on our Inflow and Infiltration issues. Our sewer department has plans of performing some inspections on suspected sources of I&I this spring.*
- *I have been making phone calls and getting agreements set up for the remaining 14 roof drain disconnections that the private property owners need to have complete by July 1st this summer. The majority of the property owners have plans to comply with this requirement.*
- *Projects on hold for winter season:*
 - *Jakes worked on the \$598,000 TMF grant for about two months in Nov and Dec 2024. They then shut down for the season. This is identifying material types of water services on ~520 unknown water services. So far, they have found 7 galvanized/lead lines out of the first 249 lines: the rest were copper. This is good news for our long-term liability of the number of services that need to be replaced.*
 - *The \$3MIL lead service line replacement project with Jakes Excavating is shut down for the winter season. To date, we have changed out 253 galvanized lines with Copper. Another 163 lines were suspected to be galvanized but were found to be Copper.*
 - *Phase 5A water system project is on hold for the season. Remaining work for next year consists of getting grass to grow, raising a couple of hydrants, paving the second lift of asphalt and other miscellaneous work.*
 - *Curry Park Campground: Next spring DPW will work on getting grass to grow and needs to install a couple of trees/shrubs. Next year DPW will pave some of the spaces that were left by the removal of the bathroom exterior walls.*
- *Seasonal weight restrictions were put into effect on 3/3/25 following the Gogebic County Weight restrictions.*
- *We are getting information from the State Attorney General's office about the process for which we will need to go through to go to Staggered Terms for the City Commission. We will be in touch soon with further information about the public process that will be required.*
- *The City has been attending some meetings with local community leaders from throughout the Gogebic County about the possibility of creating an Economic Development Office. The group is currently studying how similar EDO's are funded to come up with a proposed path forward. More information to come.*
- *Surplus property schedule*
 - *March 24 – City Commission to approve Surplus Items List*
 - *March 25 – April 3: Start to bring items to a corner of dining area in the Legion Dining Hall. Storage only.*
 - *April 9 – Post on City FB late afternoon*
 - *April 10 – Newspaper Ad*
 - *April 21 – Stage items for viewing in the Dining Hall of Legion.*

- *April 24, 25 & 28 from 8:30 a.m. to 3:30 p.m. - View and Bid on items that will be placed in Legion Dinning area.*
- *April 29 at 8:30 a.m. Bid Openings*
- *Later day April 29 through 3:30 p.m. May 1 - Items to be paid for and picked up.*
- *May 2 – Remaining or unclaimed items to be removed from Legion to Memorial Building courtyard for Clean-Up Weekend or brought to transfer station.*
- *Surplus Large Equipment and Vehicles: IPSD and DPW are looking into coordinating an auction this spring. More details to come.*
- *HKGI is working on the Comp plan and the housing plan. HKGI is meeting with the City Commission and City Committees on Thursday 3/27/25.*
- *Bob Tervonen and myself were downstate last week at the Michigan Rural Water Annual Conference. I want to say CONGRATULATIONS to Bob Tervonen for being awarded the Lifetime Achievement Award by MRWA. This is a very special award that is not given out every year. The City of Ironwood is greatly appreciative of all the work that Bob does for our community. We will soon be posting Bob's replacement position advertisement.*
- *Next week a few of us will be in Escanaba for the AWWA UP Water conference on Tues and Wed.*
- *We are in the final stages of the hiring process for the DPW Floater position. We hope to have this new person on board by late April.*
- *Budgeting process: Staff is currently working on preparing a draft budget which will be reviewed by the City Commission. We are shooting to have this prepared for a work session prior to the 4/14/25 meeting. I will stay in touch once this is confirmed.*
- *Community Exchange with Hancock, MI meetings are tentatively scheduled for 4/15 and 4/29.*
- *IPSD began preliminary blight inspections two weeks ago. They are going to start sending out letters and we are going to investigate the possibility of hiring out the blight cleanups to local contractors. This process will continue all spring, summer, and fall.*

O. Other Matters.

Mayor Corcoran extended her congratulations to Bob Tervonen on his Lifetime Achievement Award.

P. Adjournment.

Motion was made by Semo, seconded by Mildren, and carried, to adjourn the meeting at 6:09 P.M.

Kim Corcoran, Mayor

Jennifer L. Jacobson, City Clerk

April 7, 2025

Proceedings of the Ironwood City Commission Meeting

A Special Meeting of the Ironwood City Commission was held on April 7, 2025, at 4:00 P.M., in the Commission Chambers, Second Floor, of the Municipal Memorial Building in the City of Ironwood.

A. Mayor Pro Tem Andresen called the Special Meeting to Order at 4:00 P.M.

B. Recording of the Roll.

PRESENT: Commissioners Andresen, Korpi, Mildren, and Semo

ABSENT: Mayor Corcoran (Excused)

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

There were none.

D. Consider going into closed session pursuant to MCL 15.268(a); purchase of real property up to the time an option to purchase of that property is obtained.

Motion was made by Semo, seconded by Korpi, to enter closed session at 4:01 P.M. pursuant to MCL 15.268(a); purchase of real property up to the time an option to purchase of that property is obtained. Unanimously passed by roll call vote.

E. Return to Open Session.

Motion was made by Korpi, seconded by Semo, and carried, to return to open session at 4:35 P.M.

F. Adjournment.

Motion was made by Mildren, seconded by Semo, and carried, to adjourn the meeting at 4:35 P.M.

David Andresen, Mayor Pro Tem

Jennifer L. Jacobson, City Clerk

**IRONWOOD HOUSING COMMISSION
REGULAR MEETING MINUTES
MARCH 11, 2025
PIONEER PARK APARTMENTS – COMMUNITY ROOM
515 E. VAUGHN STREET, IRONWOOD, MI. 49938**

The regular meeting of the Ironwood Housing Commission was held on March 11, 2025 in the Community Room at Pioneer Park Apartments at 515 E. Vaughn Street, Ironwood, MI. 49938. The meeting was open to the public.

Present: Annabelle O'Brien
David Harkness
John Lupino
Kristine Perry
Paul Zysk

1. Call to Order

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

2. Minutes of February 11, 2025 meeting

Motion by Perry, Seconded by Lupino, Unanimously approved through roll call vote to approve the minutes of the February 11, 2025 meeting.

3. Old Business

4. New Business

4.1.1 Angelo Luppino, Inc.-Proposal-Bullet Proof Window/Office

Motion by Zysk, Seconded by Perry, Unanimously approved through roll call vote to approve Angelo Luppino, Inc.-Proposal for the installation of a bullet proof window located at the main office of the Ironwood Housing Commission in the amount of \$5,359.00.

4.1.2 Resolution 2025-1 Amendment to the Ironwood Housing
Commission Personnel Policy and Procedure Manual

Motion by Perry, Seconded by Zysk, Unanimously approved through roll call vote to approve Resolution 2025-1 Amendment to the Ironwood Housing Commissions Personnel Policy and Procedure Manual regarding employees Vacation Days.

4.1.3 Resolution 2025-2 Obsolete Item Write-Off

Motion by Lupino, Seconded by Perry, Unanimously approved through roll call vote to approve Resolution 2025-2 Obsolete item Write-Off.

5. Consent Agenda – “Information Only”

A-Account A/R Balance Report as of February 28, 2025

B-Current Vacancy Report

C-Supplementary Statement of Income & Expense Report as of
January 31, 2025

D-Bank Account Reconciliation Report as of January 31, 2025

E-Financial Statements, Journal Register and General Ledger
As of January 31, 2025

Motion by Perry, Seconded by Zysk, Unanimously approved through roll call vote to approve the Consent Agenda – “Information Only”

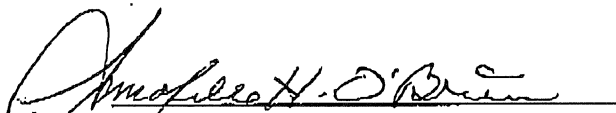
The Director provided information to the Board of Commissioners on the Account A/R Balance report as of February 28, 2025, the Current Vacancy Report for Public Housing, the Supplementary Statement of Income & Expense Report which includes revenue to date, expense to date and the total unrestricted net position as of January 31, 2025, the Bank Account Reconciliation Report as of January 31, 2025 and the Financial Statements, Journal Register and the General Ledger as of January 31, 2025.

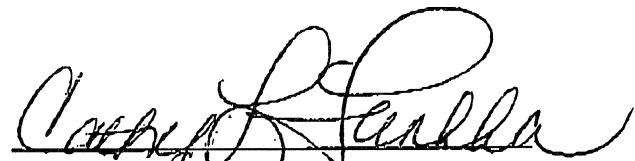
6. Disbursements of Checks # 23100 – 23146

Motion by Zysk, Seconded by Harkness, Unanimously approved through roll call vote to approve the disbursements of checks 23100 – 23146.

7. Commissioner Comments
8. Public Comments
9. Adjournment

Motion by Perry, Seconded by Lupino, Unanimously approved through roll call vote to adjourn the meeting. The meeting adjourned at 4:25 p.m.


President / Vice-President


Executive Director / Secretary

IRONWOOD CARNEGIE LIBRARY BOARD MEETING

4:00 pm, Tuesday, 18 Feb 2025

- I. **Call to Order – 4:01** Lynne Wiercinski, Amber Hurkmans, Pam Johnson, Kathi Maciejewski, Kim Corcoran, Wendy Hicks, Wyatt LaBo. Absent - Helen Slining.
- II. **Approval of December Financial Reports** – Pam Johnson moved, Kathi Maciejewski seconded, all approved.
- III. **Approval of January Financial Reports** - none
- IV. **Approval of January Meeting Minutes** – Pam Johnson moved, Kathi Maciejewski
- V. seconded, all approved.
- VI. **Adjustments to the Agenda** – none
- VII. **Unfinished/continuing business**
 - a. **Programming** – There have been 2 programs for the Seniors so far and they have gone very well. There are more Senior programs scheduled every other Tuesday at least until the end of April and maybe a bit longer.
 - b. **Grants** –
 1. Lynne will request grant funds from the Rotary and the Kiwanis.
 2. *Patronicity* is an online crowdfunding program that the Friends group has applied for a Charitable License to run a project from mid April through mid May. The program allows for a cash match up to \$50,000.
 - c. **Building Project** - We received a \$500 donation from the Erwin Community Club. On 4 March at 8:00 am there will be a preconstruction meeting in Paul Anderson's office. The timeline estimate for the startup and other building issues to be discussed. No invoices this month.
 - d. **Bylaw approval** – The change of the student application process was brought to vote. Amber Hurkmans motioned, Pam Johnson seconded, all approved.
- VIII. **New Business** –
 - a. **Floor resurfacing** - All day Thursday and early morning Friday the library will be closed for the floor resurfacing. The library will open about 10 on Friday.
 - b. **Staffing and Volunteers** – Minimum wage will increase to \$12.48 with earned time off for part time employees also being determined. For safety reasons, Lynne is trying to always have 2 volunteers/staff members in the building during open hours.
 - c. **Snow Removal** – Northwoods Lawn/Snow Maintenance did a great job but will not be able to fulfil their contract. 906 Tree Service will now be taking care of our snow removal for \$45/plow. Pam Johnson motioned, Wendy Hicks seconded, all approved.
- IX. **Director's Report** – none.
- X. **Board Comments** – none.
- XI. **Public Comment** – none.
- XII. **Adjournment** – 4:38. Amber Hurkmans motioned, Kathi Maciejewski seconded, all approved.

Amber Hurkmans
Kathi M Maciejewski

Civic Center Meeting Minutes

3/4/25

1. Meeting was called to order at 5:01 pm by Stempihar.
2. Roll Call: Gullan, Peterson, Re, Stempihar, Thomason, and Mgr. Kivisto present. Mildren and Pellinen absent.
3. Motion to approve the agenda was made by Re, seconded by Gullan. Motion approved.
4. Motion to approve the minutes was made by Gullan, seconded by Thomason. Motion approved.
5. Motion to receive and place on file the financial statements was made by Re, seconded by Thomason. Roll call vote was as follows: Gullan-yes, Stempihar-yes, Thomason-yes, Re-yes (Peterson-absent for vote). Motion approved.
6. Citizens wishing to address the Board on items on the agenda: N/A
7. Citizens wishing to address the Board on items not on the agenda: N/A
8. Old Business:
 - A. DNR Grant Fundraising: Discussion about fundraising efforts to supplement the DNR grant was held. Discussion included but wasn't limited to letters and brochures are being put together; and the plaque for donors is being built by HHS Northwoods.
 - B. Becker Arena Glass Invoice: Discussion about the Becker Arena glass invoice was held. Discussion included but wasn't limited to the Civic Center's replacement glass is out of stock and needs to be replenished.
 - i. Motion to approve payment of Invoice #615319 (2/13/25) of \$2,795.75 for the acrylic glass was made by Gullan, seconded by Re. Roll call vote was as follows: Peterson-yes, Stempihar-yes, Thomason-yes, Re-yes, Gullan-yes. Motion approved.
9. New Business:
 - A. Lumberjack Rental Hours: Discussion about the Lumberjacks' contract pertaining to ice hours was held. Discussion included but wasn't limited to Doug and Mgr. Kivisto having discussions about this season's ice hours used versus projected; the team used 80 out of 100 hours for games (about 94 hours projected by the end of the season with playoffs coming up in late March); team used 175 out of 350 hours for practices (about 200 projected by the end of season); ice hours not used by the team; payments by the Lumberjacks per the executed contract are about \$1,868 in excess if calculated by normal rates; augmenting the contract for next season; and getting the new contract solidified for recruitment and player signing purposes ASAP.

10. Manager's Report:

- A. Update on By-laws: Discussion and update of the by-laws was held. Discussion included but wasn't limited to the new by-laws were lost somehow and Paul Linn is working on re-doing them.
- B. Camera Update: Discussion and update of the new security cameras was held. Discussion included but wasn't limited to the new security system was installed and is working properly.
- C. Polar Bear Hockey Club Storage: Discussion and update of the Polar Bear Hockey Club storage was held. Discussion included but wasn't limited to a new storage unit was built by the home bench and Bessemer Plywood Corporation donated the plywood for the project.
- D. Sidewalk Project: Discussion and update of the sidewalk project was held. Discussion included but wasn't limited to water coming into the building through the Northeast corner double doors; removing current sidewalk and replacing it with a grate; a drainage system will be built underneath the grate to move water away from the building; and a roof will be built over the doorway as well.
- E. Flea Market: Discussion and update of the flea market was held. Discussion included but wasn't limited to the Civic Center hosting a flea market on Saturdays starting in June and going through August (about 7 days scheduled).
- F. Credit Card Square: Discussion and update of the credit card system was held. Discussion included but wasn't limited to no progress being made.
- G. Rotary Meeting: Discussion and update of Mgr. Kivisto speaking at the Rotary meeting was held. Discussion included but wasn't limited to Mgr. Kivisto speaking to the Rotary about the Polar Bear Hockey Club, Ice Crystals Figure Skating Club, Lumberjacks, and the ice plant project.
- H. Upcoming Events: Discussion and update of upcoming events was held. Discussion included but wasn't limited to the Alumni Game scheduled for 3/22/25, and the Veterans' Game scheduled for 4/5/25.

11. Other Matters:

- A. Baseball Practice: Discussion about baseball practices was held. Discussion included but wasn't limited to baseball practices being held at the Civic Center depending on the Lumberjacks' playoff schedule.
 - i. Golf teams also have interest in using the Civic Center as well.

12. Next Meeting Monday, April 7th, 2025, at 5:00 pm at the Civic Center.

13. Motion to adjourn at 5:53 pm was made by Re, seconded by Peterson. Motion approved.



**Proceedings of the Economic Development Corporation Meeting
Wednesday, November 6, 2024**

A Regular Meeting of the Economic Development Corporation (EDC) was held on Wednesday, November 6, 2024 at 10:00 A.M. in the Women's Club Room.

1. Director Bergman called the meeting to order at 10:00 a.m.
2. Election of chair and Vice Chair.

Nomination of Meyer by Corcoran for Chair.

Motion by Lehto to elect Meyer as Chair. Second by Corcoran. Motion carried 8 to 0.

Nomination of Ackerman-Behr by Corcoran for Vice Chair.

Motion by Corcoran to elect Ackerman-Behr as Vice-Chair. Second by Lehto. Motion carried 8 to 0.

3. Recording of the Roll.

MEMBER	Present		EXCUSED	NOT EXCUSED
	YES	NO		
Thorsen, Gina		X	X	
Vacant				
Lehto, Steve	X			
Meyer, Michael	X			
Corcoran, Kim	X			
Raush, Ken	X			
Danielle Virshek	X			
Ackerman-Behr, Glen		X	X	
Libby, Carolyn	X			
Quorum	6	2	Quorum	

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

4. Approval of the June 5, 2024 Meeting Minutes.

Motion by Corcoran to accept the meeting minutes. Second by Raush. Motion Carried 6 to 0.

5. Approval of the Agenda.

Motion by Corcoran to approve the Agenda. Second by Lehto. Motion Carried 6 to 0.

6. Citizens wishing to address the Corporation regarding Items on the Agenda (Three-minute limit):
None.
7. Citizens wishing to address the Corporation regarding Items not on the Agenda (Three-minute limit):
8. Items for Discussion and Consideration.

A. Housing.

- I. Housing Plan Update – Workshop November 6th at 5:30 p.m.: Director Bergman discussed the housing workshop that will be taking place later this evening. He encouraged all to attend. The Capital Improvement Plan will be coming soon.

B. Review of 2024 Goals.

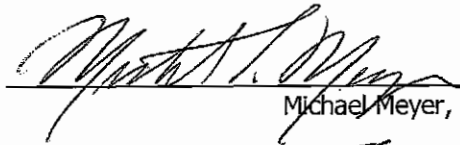
Housing

- Learn about the role of the Housing Commission: Working on the needs of the housing commission to be in a better position for development may be a new goal.
- Water Study Letter Process: Creating a letter to send to vacant properties owners created by one of the EDC members will be a goal. Calling or providing a survey on the letter was discussed.
- Substandard Lot Development: Letter could be sent out to property owners showing the new possibilities. The importance of a physical newsletter with the tax bills was discussed.
- Alternative Structure Infill Development (building Code Requirements): Director Bergman spoke with the City's building inspector about state codes.
- Short-term rental and long-term rental issues: The City Manager along with Director Bergman have reached out to multiple city managers throughout the U.P. to learn what they are doing: One of the City managers is implementing an ordinance and will be meeting with Paul and Tom to go over that.
- Create easier access to Surplus Property Information: This will be discussed in the housing plan piece. The Planning Commission needs to go through the surplus property list.
- Vacant Property Analysis.

The Corporation took inventory of the status of each goal. Next years goals will be discussed at the next meeting.

9. Other Business: Raush asked if business development could be addressed in future goals.
10. Next Meeting: December 4, 2024 at 10:00 a.m.

11. Adjournment. **Motion** by Corcoran to adjourn at 11:25 a.m. **Second** by Libby. **Motion Carried 6 to 0.**


Michael Meyer, President


Tim Erickson, Community Development Assistant



**Proceedings of the Economic Development Corporation Meeting
Wednesday, February 5, 2025**

A Regular Meeting of the Economic Development Corporation (EDC) was held on Wednesday, February 5, 2025 at 10:00 A.M. in the Women's Club Room.

1. Director Bergman called the meeting to order at 10:00 a.m.
2. Recording of the Roll.

MEMBER	Present		EXCUSED	NOT EXCUSED
	YES	NO		
Thorsen, Gina	X			
Vacant				
Lehto, Steve	X			
Meyer, Michael	X			
Corcoran, Kim	X			
Raush, Ken		X	X	
Virshek, Danielle	X			
Ackerman-Behr, Glen	X			
Libby, Carolyn	X			
Quorum	7	1	Quorum	

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

3. Approval of the November 6, 2024 Meeting Minutes.

Motion by Lehto to accept the meeting minutes. Second by Corcoran. Motion Carried 7 to 0.

4. Approval of the Agenda.

Motion by Corcoran to approve the Agenda. Second by Ackerman-Behr. Motion Carried 7 to 0.

5. Citizens wishing to address the Corporation regarding Items on the Agenda (Three-minute limit): None.
6. Citizens wishing to address the Corporation regarding items not on the agenda (Three-minute limit): GCC staff member talked about a cohort program that they will be having. A summer camp for local students in various fields will be conducted.

7. Items for Discussion and Consideration.

A. Housing.

I. Update on Vacant Home Letter: The letter is on the City Commission agenda to send out the letter to the vacant home list. Realtors and property managers will receive the letter as well. Any Realtor or property managers who hold a business license in the City of Ironwood will get the letter.

II. Strategic Housing Plan Update: Staff is getting a draft soon along with a new survey for the comprehensive plan update.

B. 2025 Goal Setting: The goals below were presented and discussed. Staff have been working on identifying vacant land for potential development. Staff met with Chad from GCC to partner with their building trades program. Not utilizing the Mi Neighborhood program was discussed. Making Curry Park and all-season campground especially for when the large-scale regional projects start. Director Bergman would like the EDC to have the Waupaca building on their radar. Contacting Bretting to develop in Ironwood was discussed.

(2024 Goals) Housing

- Facilitate placement of new home (12 months).
- Regional EDO (ongoing multiyear, regional effort).
- Access to Surplus Property Information (12 months).
- Vacant Property Analysis (12 months).
- Ambassadorship program.
- Prioritization of goals.

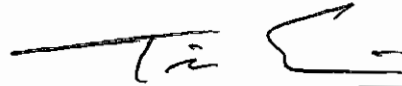
Motion by Ackerman-Behr to approve the list as presented. Second by Corcoran. Motion Carried 7 to 0.

8. Other Business: Virshek asked about Copper Peak and when that project will be starting. Red Bull 400 is most likely happening in the spring. Highland Copper funding didn't pass with the state. Enbridge Line 5 was discussed. Thorsen brought up the ESTA law and asked how prepared the local businesses are. Details of the ESTA law was discussed. The baseball team and the hockey team were talked about. New businesses coming to the highway were discussed.

9. Next Meeting: March 5, 2025, at 10:00 a.m.

10. Adjournment. **Motion** by Virshek to adjourn at 10:55 a.m. **Second** by Lehto. **Motion Carried 7 to 0.**


Michael Meyer, President



Tim Erickson, Community Development Assistant



**Proceedings of the Downtown Ironwood Development Authority
Thursday, January 23, 2025**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, January 23, 2025, at 8:00 A.M. in the Ironwood Memorial Building Women's Club Room.

1. Call to Order: Chair Flory 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			
Vacant				
Kim Corcoran	X			
Vacant				
Lynne Wiercinski	X			
Eric Moran		X	X	
Kevin Nyquist	X			
Robbie Sardinha		X	X	
Bruce Greenhill	X			
	5	2	Quorum	

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

3. Approval of the December 19, 2024, Meeting Minutes:
Motion by Corcoran to approve the meeting minutes. Second by Nyquist. Motion carried 5 to 0.
4. Approval of the Agenda:
Motion by Corcoran to approve the agenda. Second by Wiercinski. Motion carried 5 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): Rozina from the Gogebic Range Farmers Market Association would like to

advocate for helping fund the Depot Park Farmers Market. The market has been struggling for a few years now. Many of the members are aging out and staff is needed to keep it going. A dedicated market manager is needed. Corcoran asked how much funding the farmers market was seeking. Rozina said \$1000 would be sufficient to fund a manager.

7. Receive and place on file the financial report: Director Bergman presented the financial report.

Motion by Greenhill to receive and place on file the financial report, second by Corcoran. Motion carried 5 to 0.

8. Items for Discussion and Consideration.

- A. Downtown Entrance Sign Update: Erickson presented a mockup logo and entrance sign.
- B. 2025 Goal Setting: The TIF district assessments are up 3% from the previous year. A formal proposal from the farmers market will need to be presented to the DIDA for support consideration. Director Bergman presented the list of potential goals for 2025.

Motion by Nyquist to adopt the goals, second by Corcoran. Motion carried 5 to 0.

- C. Comprehensive Plan Update: The consultant is creating a survey to send out. The Strategic Housing Plan will be adopted in April.
- D. First Friday: Flory presented an email from Carol Erickson to do a Women's History Project. Sending downtown business email addresses to members of City boards was discussed. Utilizing Ironwood Chamber of Commerce addresses was discussed.

Motion by Nyquist to accept the poster with final approval from Flory and Corcoran, second by Greenhill. Motion carried 5 to 0.

- E. Ironwood Chamber of Commerce Update: Meyer asked for the DIDA to financially support the Depot Park Farmers Market. Meyer gave an update on the annual chamber banquet which was a success. The Ironwood destination guide will be printed by the end of March. The Depot is getting many visitors since there is more snow.
9. Other Business: Cathy talked about a potential mural project. She has been working with her friend who is doing a mural event in Grand Rapids. September First Friday is her targeted date.

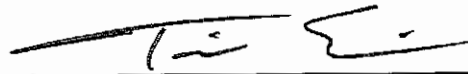
10. Next Meeting: Thursday, February 27, 2025, at 8:00 a.m.

11. Adjournment. 8:59 a.m.

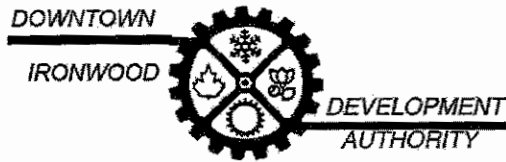
Motion by Nyquist to adjourn the meeting, second by Wiercinski. All in favor.



Cathy Flory, Chair



Tim Erickson, Community Development Assistant



**Proceedings of the Downtown Ironwood Development Authority
Thursday, February 27, 2025**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, February 27, 2025, at 8:00 A.M. in the Ironwood Memorial Building Women's Club Room.

1. Call to Order: Chair Flory 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			
Vacant				
Kim Corcoran	X			
Vacant				
Lynne Wiercinski	X			
Eric Moran	X			
Kevin Nyquist	X			
Robbie Sardinha	X			
Bruce Greenhill	X			
	7	0	Quorum	

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

3. Approval of the January 23, 2025, Meeting Minutes:

Motion by Nyquist to approve the meeting minutes. Second by Moran. Motion carried 6 to 0.

4. Approval of the Agenda:

Motion by Corcoran to approve the agenda. Second by Moran. Motion carried 6 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):

7. Receive and place on file the financial report: Director Bergman presented the financial report.

Motion by Corcoran to receive and place on file the financial report, second by Moran. Motion carried 6 to 0.

8. Items for Discussion and Consideration.

- A. Budget and TIF Discussion – Paul Linn: Directors Bergman and Linn talked about the budget and TIF. The DIDA's main revenue is from the downtown millage. This is the first year of the TIF, which has captured more revenue than expected. Bergman discussed the Comp plan and projects that may change how the DIDA spends the TIF funds. Linn suggested looking at the Downtown Development Plan to prioritize what will be funded by the TIF.

- B. Discuss and consider request from Farmer's Market: Director Bergman presented the request from the Gogebic Range Farmers Market Association. Nyquist suggested to donate to their general fund and to have it as a match to other funds like the Gogebic Range Health Foundation.

Motion by Nyquist to table the item, second by Corcoran. Motion carried 7 to 0.

- C. Downtown Entrance Signs: Director Bergman presented the logo. He reached out Gogebic Range Bank who is on board for remaking the sign on their property. Corcoran asked about lighting the sign.

Motion by Sardinha to adopt new downtown logo variations, second by Nyquist. Motion carried 7 to 0.

- D. Update on Mural Festival: Cathy presented the financial amount for each mural for a week-long festival. The murals are projected to cost \$2000 per mural. Potential locations were discussed. The event would happen in September. Flory talked about doing a simplified process to select artists. Corcoran asked if the DIDA could select what the content will be.

Motion by Nyquist to approve \$3,500 for the mural fest, second by Corcoran. Motion carried 7 to 0.

- E. Flower Basket Order:

Motion by Greenhill to purchase 75 flower baskets for downtown, second by Sardinha. Motion carried 7 to 0.

- F. Comprehensive Plan Update: There will be an open house in March.

- G. First Friday: Flory introduced the First Friday update. The March First Friday is featuring a tasting tour and a women's history scavenger hunt. This is a partnership with the HREC. Erickson gave an update on the summer music series.
 - H. Ironwood Chamber of Commerce Update: Director Meyer talked about the new Ironwood Destination Guide. Since the size has increased, it has become a new endeavor. He talked about Mark Swanz who passed away. Mark was part of the revitalization of downtown. He said that downtown needs revitalization of sitting buildings.
9. Other Business: None.
10. Next Meeting: Thursday, March 27, 2025, at 8:00 a.m.
11. Adjournment. 9:00 a.m.

Motion by Wiercinski to adjourn the meeting, second by Sardinha. All in favor.



Cathy Flory, Chair



Tim Erickson, Community Development Assistant



PROCEEDINGS OF THE IRONWOOD PLANNING COMMISSION

Thursday, March 6, 2025

A Regular Meeting of the Planning Commission was held on Thursday, March 6, 2025, in the City of Ironwood Memorial Building Women's Club Room.

1. Call to Order: Chair Davey called the meeting to Order at 5:00 p.m.
2. Recording of the Roll:

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Sam Davey	X			
Scott Bissell		X	X	
Klaus Kutschke	X			
Mark Silver		X	X	
John Spence	X			
Rich Jenkins	X			
Grant Boelter	X			
David Andresen ex-officio, non-voting member	X			
	6	2		

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

3. Approval of the February 6, 2025, meeting minutes.

Motion by Spence to approve the meeting minutes. Second by Boelter. Motion Carried 4 to 0.

4. Approval of the Agenda:

Motion by Jenkins to approve the agenda. Second by Boelter. Motion Carried 4 to 0.

5. Citizens wishing to address the Commission regarding Items on the Agenda (three-minute limit): None.

6. Citizens wishing to address the Commission regarding Items not on the agenda (three-minute limit): None.

7. Items for Discussion and Consideration.

A. 2025 Goals

- Comprehensive Plan Update – Open House March 13th: Director Bergman talked about the comprehensive plan and housing plan update meeting. The open house will be at 5:30 p.m. in the auditorium. Creating a new downtown development district was talked about.
- Wayfinding Map and Policy: The downtown entrance sign is taking priority.
- Sidewalk and Pedestrian Network Policy: Having a joint Planning Commission and City Commission workshop is a possibility. Act 51 funding was discussed. Larger infrastructure projects will become limited in the future as the burden on the taxpayer is increasing. Implementing a local sidewalk program is possible. Phase 5B bid package was asked about. The City Commissions decision for sidewalks will need to be decided soon.
- Surplus Property Policy: Director Bergman talked about a City staff meeting that was conducted with the City of Jackson to discuss their 100 homes program. Their program was discussed.
- Training Opportunities for Planning Commission: RRC is hosting a training in Iron Mountain, MI. The Planning Commission is invited to attend if anyone is interested.

8. Other Business: There may be a site plan review for the next agenda.

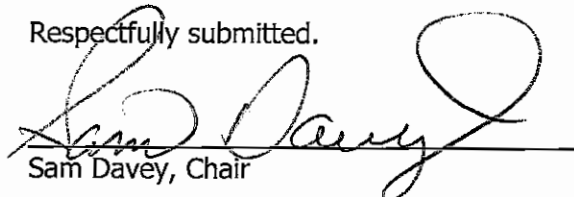
9. Next Meeting: Thursday, April 3, 2025, at 5:00 p.m. at the Ironwood Memorial Building.

10. Adjournment.

Meeting adjourned by Davey.

Adjournment at 5:32 p.m.

Respectfully submitted.


Sam Davey, Chair



Tim Erickson, Community Development Assistant

RECEIVED

MAR 27 2025

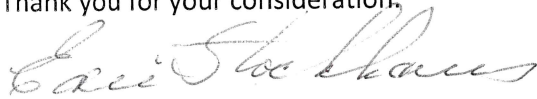
CITY OF IRONWOOD

March 17, 2025

City Commission Members:

The Ironwood American Legion Auxiliary, Unit #5, is requesting your permission for the sale of Poppys during the days of May 15 and 16th, in the City of Ironwood.

Thank you for your consideration,



Ironwood Legion Auxiliary, Unit #5

Edie Stockhaus

Mary Stella

Poppy Chairwomen

RECEIVED
APR 10 2025
CITY OF IRONWOOD

City of Ironwood
320 E. McLeod Ave.
IRONWOOD, MICHIGAN 49938

March 27, 2025

Honorable Mayor Kim Corcoran
City of Ironwood
213 S. Marquette St.
Ironwood, Michigan 49938

Greeting:

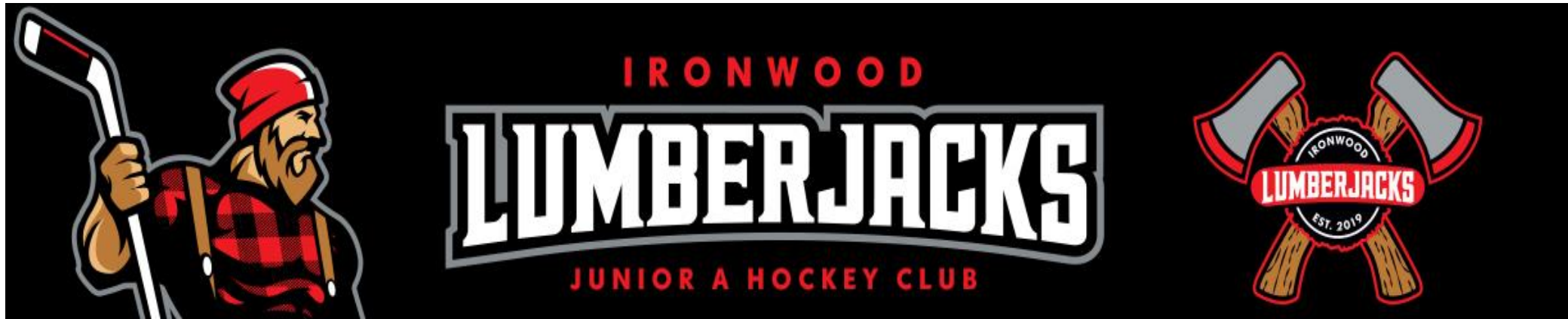
This letter is to request authorization for our annual Flag Day Sale.
We intend to collect donations for our flags to support community functions, such as:
Boys State, Bicycle safety program, Veterans Hospital, Hospice care and other local projects.

The date chosen for this activity is 13th of June 2025. We intend to station volunteers at Super One and Walmart. The American Legion sincerely thanks you.

JOINT MEMORIAL DAY committee



Sulo Romo
906-932-3523
Chairman



2024/2025 Season Update

City of Ironwood Commission
April 14, 2025

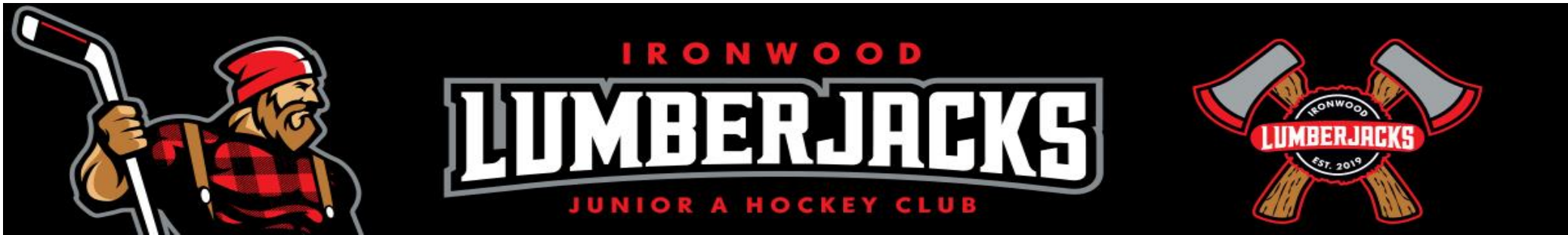
Lumberjacks Story

- Community Involvement
 - Over 3,500 hours this past season
 - Ironwood & Hurley Schools
 - Volunteer community programs
 - Non-Profit organizations
 - Polar Bears Youth Hockey
 - Ice Crystals Figure Skating Club



- Partnerships & Sponsorships
 - 42 Current relationships this past season
 - Lodging
 - Food and Beverage
 - Attractions and Activities
 - Professional Services
 - Manufacturing
 - 21 Local Billet Families





Demographic Data for 9-1-24 to 4-1-25

- Games Played 52
- Home Games Played 28
- Average Home Game Attendance* 200 to 425
- Miles Traveled out of town this season 15,558

*On Average 20% of Attendees are from out of town

Direct Impact on

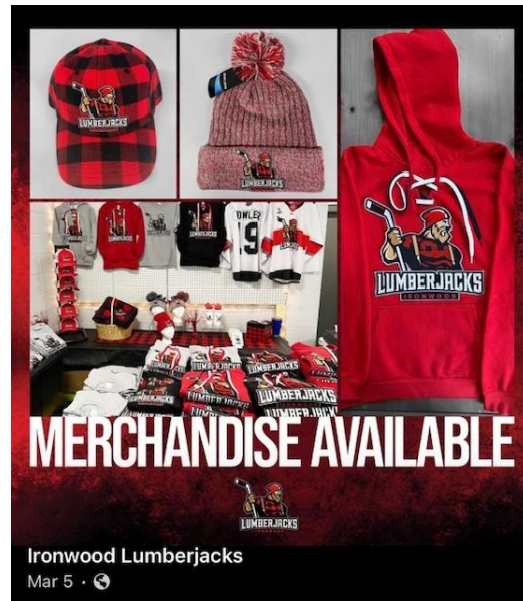
Hospitality – Food & Beverage

Lodging

Retail Services

Parks, Trails, Scenic Byways, Skiing & Snowmobiling

The Ironwood Lumberjacks Brand



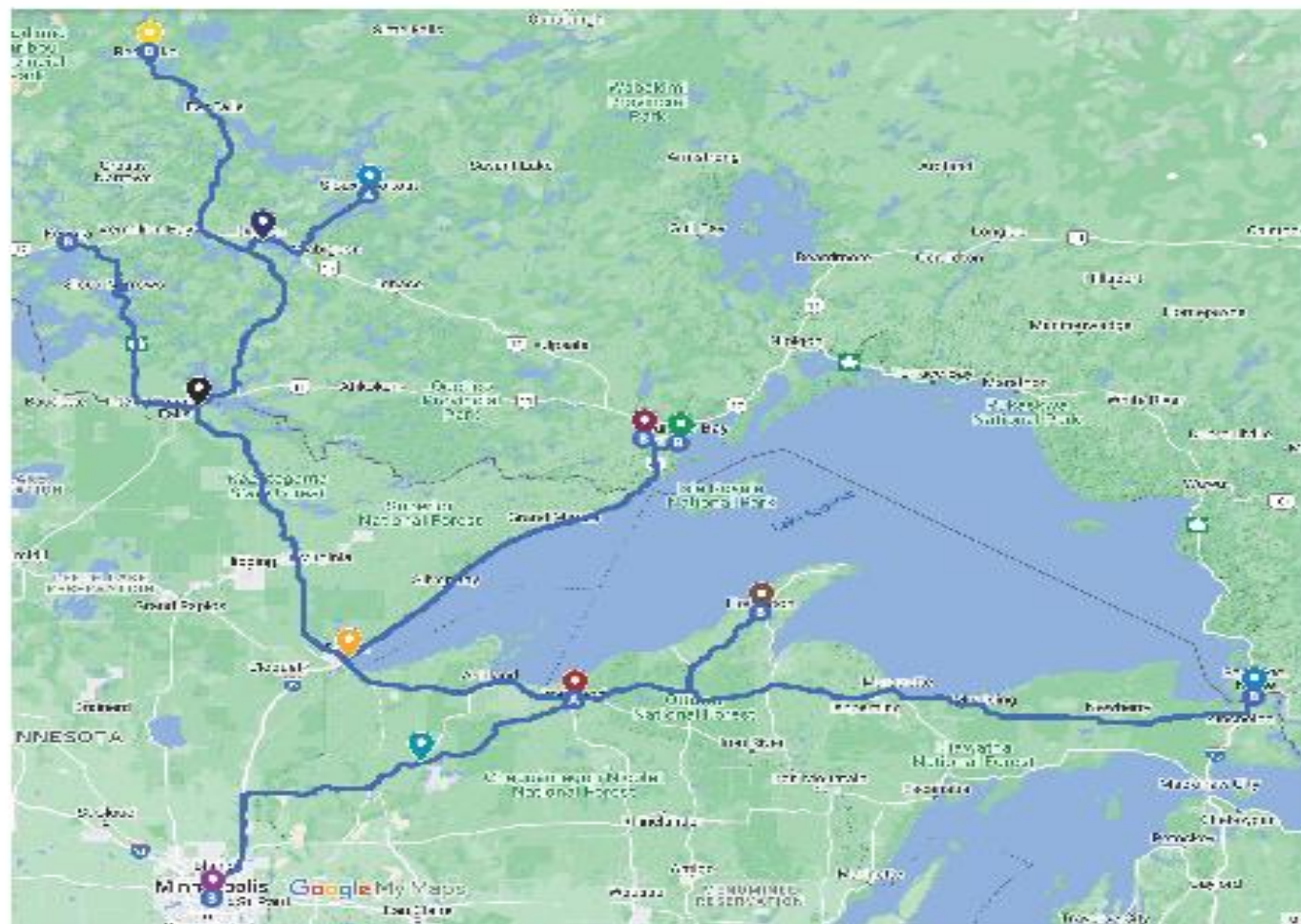


IRONWOOD LUMBERJACKS GEOGRAPHIC FOOTPRINT

Lumberjacks Footprint

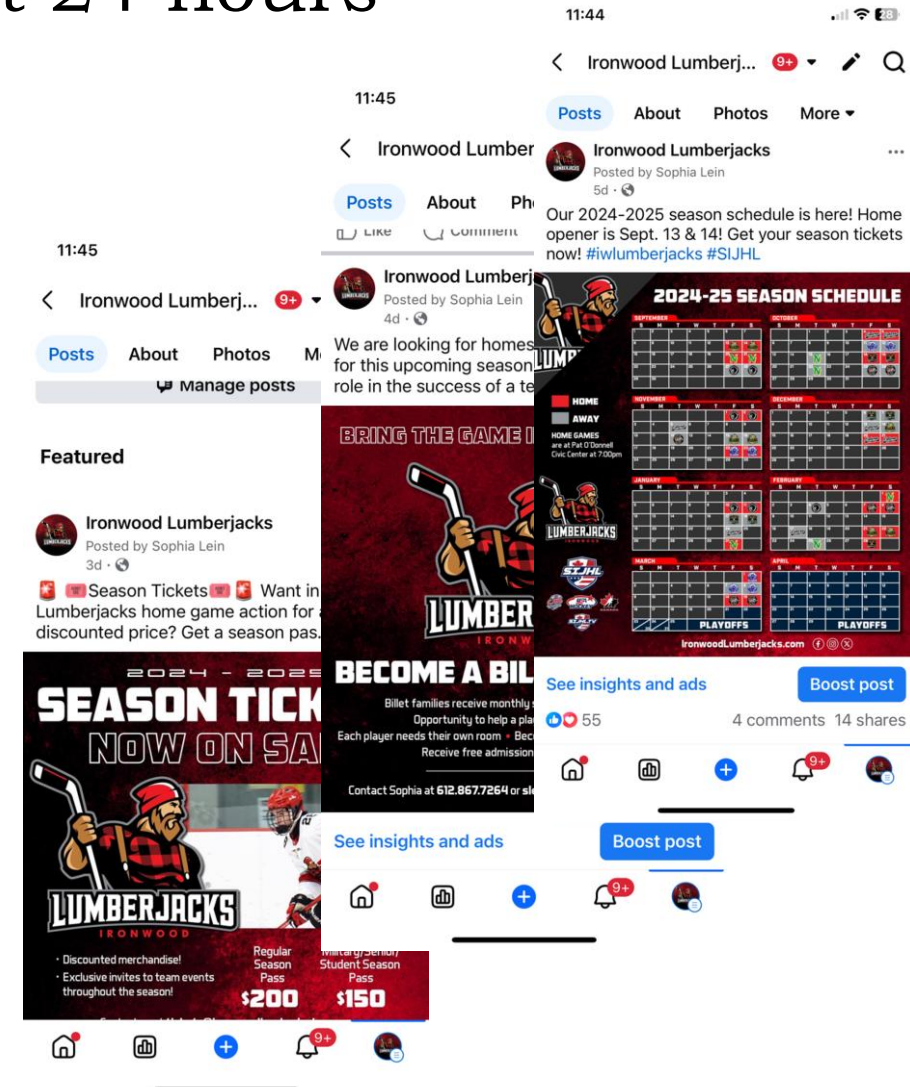
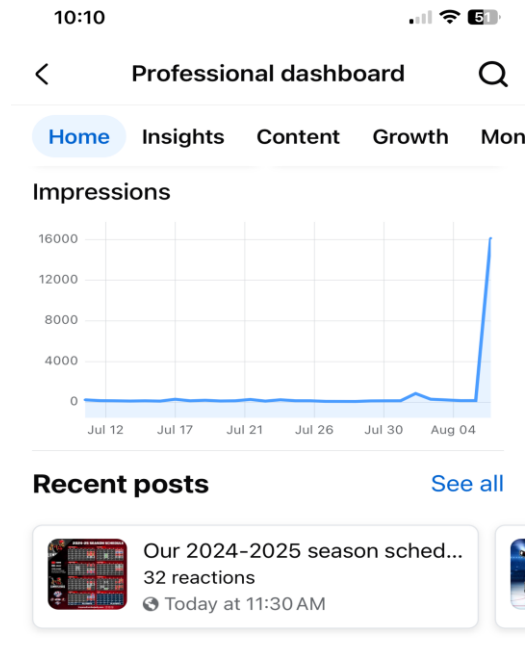
- Ironwood, MI (Home Ice)
- Thunder Bay, Ontario
- Dryden, Ontario
- Fort Frances, Ontario
- Red Lake, Ontario
- Oliver Paiponga, Ontario
- Sioux Lookout, ON
- Minneapolis, MN
- Hayward, WI
- Houghton, MI
- Duluth, MN
- Sault Ste. Marie, ON

	Distance from Ironwood, MI
Red Lake, ON	514
Dryden, ON	390
Kenora, ON	406
Thunder Bay, ON	300
Fort Frances, ON	273
Sioux Lookout, ON	451
Hayward, WI	82
Houghton, MI	110
Duluth, MN	109
Minneapolis, MN	227
Sault St. Marie, ON	308



SIJHL APPROVES RELOCATION OF LUMBERJACKS TO IRONWOOD, MI

16,000 Impressions in the first 24 hours





Ironwood Lumberjacks

Posted by Sophia Lein

Feb 14 · 🌐

If you're looking for something to do this Valentine's weekend on our off weekend, look no further than to see what this am... [See more](#)



Ironwood Lumberjacks is with Circle K.

Posted by Sophia Lein

Feb 6 · 🌐

Huge shout out to [Circle K](#) for hooking us up with hot cups for our concessions! Come get yourself a cup of hot cocoa and cat... [See more](#)



12:33

LTE 82%

< Professional dashboard
Insights



Last 28 days ▾

Aug 6 - Sep 2

Performance ⓘ

[See all](#)

Impressions

80.6K +1K%
from previous 28 days

Reach

21.0K +1K%
from previous 28 days

Engagement

9.2K +
from previous 28 days

Social Media Update 8-6-24 to 4-10-25

10:51

5G 74%

< Performance

Last 28 days ▾

Sep 10 - Oct 3

Impressions Reach Engagement

181,125
Impressions ⓘ

+167% from previous 28 days



1:01

5G 74%

< December 25, 2024
9:39 PM

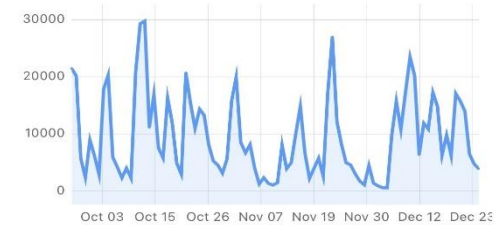
Last 90 days ▾

Sep 27 - Dec 25

Views Engagement Net followers

849,752
Views ⓘ

--% from previous 90 days



Ironwood Lumberjacks
Posted by Sophia Lein
Feb 25 · 🌐

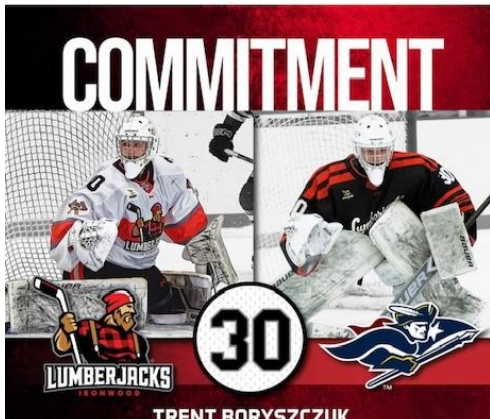
🏠 HOME GAME 🏠 This Friday night your Lumberjacks take on the [Sioux Lookout Bombers](#) for Friday night matchup!... See more



6:54

< Ironwood Lumberj... 9+ 🔍

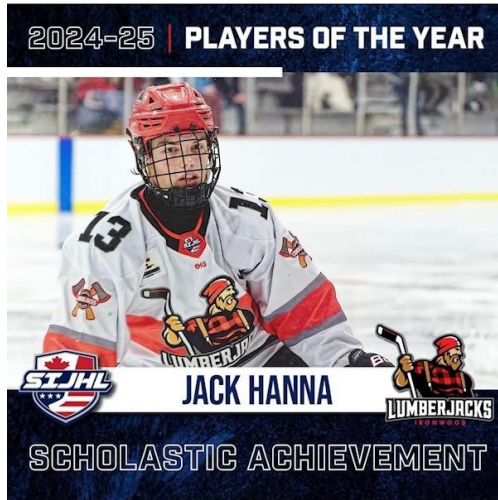
Posts About Photos More ▾



Social Media Update

8-6-24 to 4-10-25

Total Views over 1,640,125



11:13 82%

< Professional dashboard 🔍

Home **Insights** Content Growth |

♥ Your weekly recap is here
Mar 16 - 22, 2025 ✓

Last 90 days ▾ Dec 26 - Mar 25

582,364 Views ⓘ See all

10:06 90%

< **Professional dashboard**
Insights

Views Engagement Audience

Last 14 days ▾ Mar 28 - Apr 10

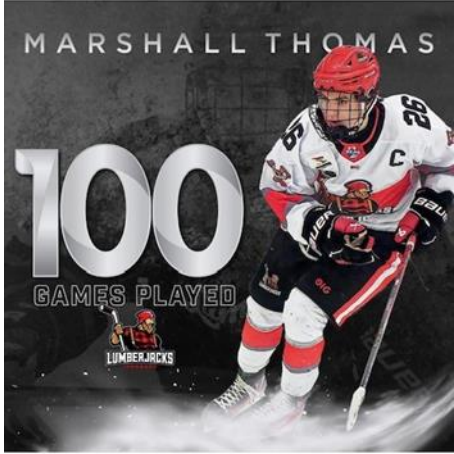
27,409 Views ⓘ
-84.3% from previous 14 days

Mar 28 Mar 31 Apr 3 Apr 6 Apr 9

The line graph shows a sharp peak in views on March 28, followed by a steep decline and then a relatively flat trend with minor fluctuations through April 9.

Ironwood Lumberjacks
Posted by Sophia Lein
Mar 26 · 🌐

We want to congratulate co-captain #26 Marshall Thomas as he played in his **100** Junior A game last night! #LetsGoJacks #i... See more



Ironwood Lumberjacks
Posted by Sophia Lein
Mar 21 · 🌐

Wow, just wow! Thank you to everyone that came out for the send off this morning! We are so proud to call this our home!... See more



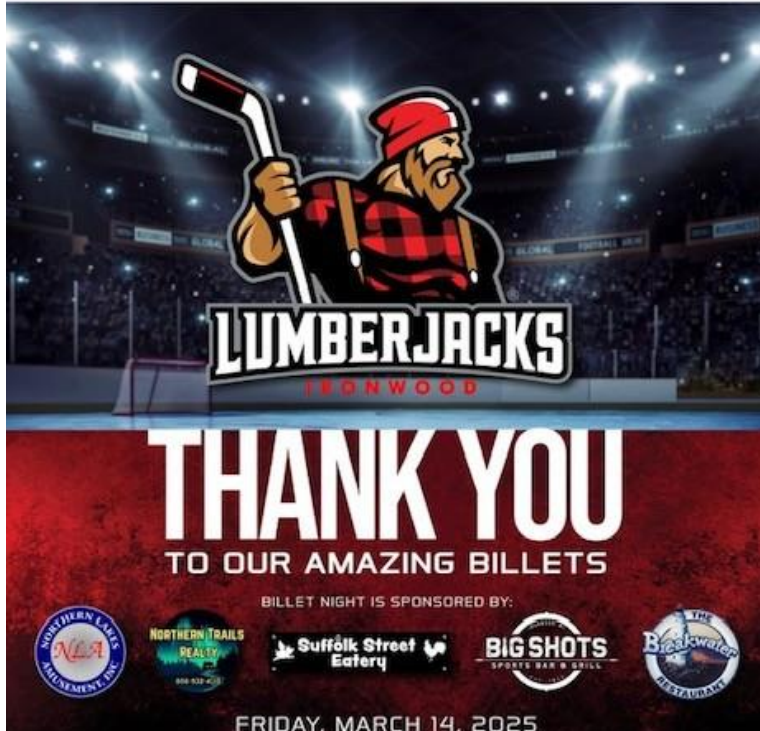
Social Media Update

8-6-24 to 4-10-25

Total Views over 1,640,125

Ironwood Lumberjacks
Posted by Sophia Lein
Mar 11 · 🌐

This Friday night, we say a big THANK YOU to our amazing billets at our game! Come see the amazing people that are a huge par... See more



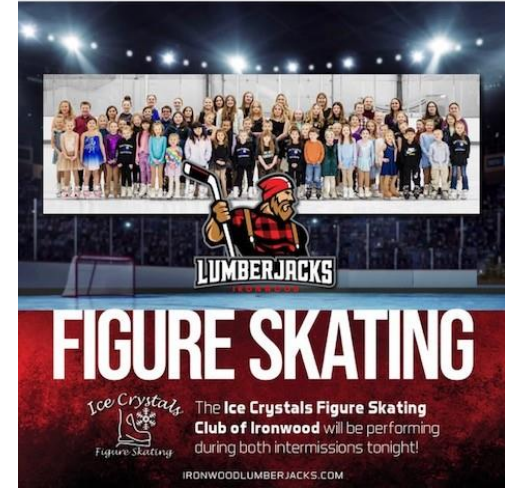
Ironwood Lumberjacks
Posted by Sophia Lein
Mar 18 · 🌐

Shout out to Saturday's Junior Jacks from Ironwood Polar Bear Hockey U8: Vincenzo Bekkala #86, Ezra Hoeft #18 and Cli... See more



Ironwood Lumberjacks
Posted by Sophia Lein
Feb 28 · 🌐

SNEAK PEAK Ice Crystals FSC of Ironwood will be showcasing a few of their numbers during our intermissions t... See more



Ironwood Lumberjacks
Posted by Sophia Lein
Mar 15 · 🌐

FINAL regular season game! Come out and see your Jacks before the playoffs! Puck drop 7pm. #axesup #ironwoodlumberjacks... See more



Social Media Update

8-6-24 to 4-10-25

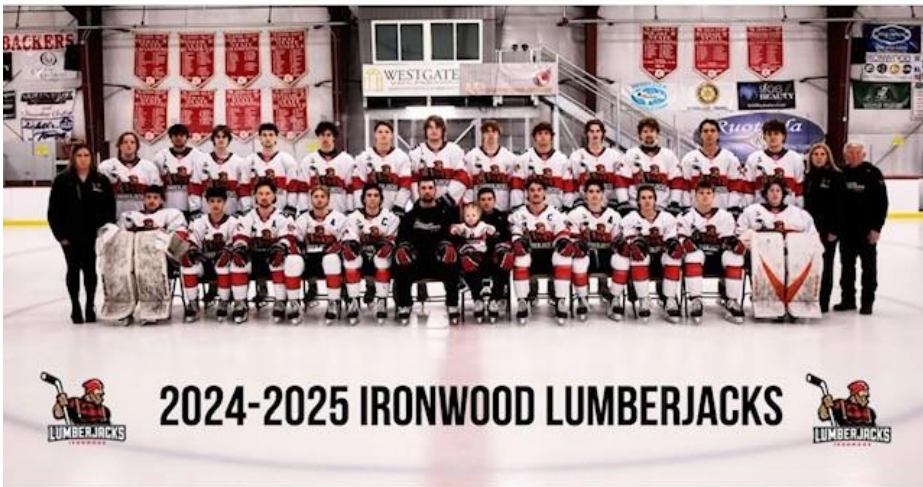
Total Views over 1,640,125



Ironwood Lumberjacks

Posted by Sophia Lein
Mar 23 · 🌐

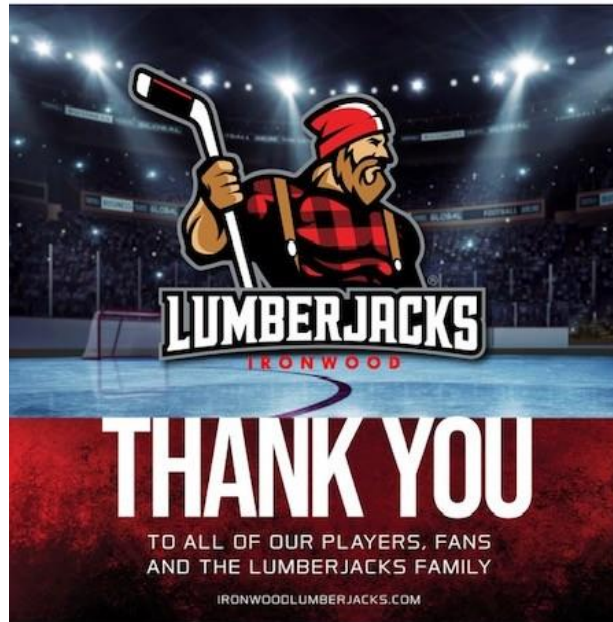
Presenting the 2024-2025 Ironwood Lumberjacks! #axesup 🪓
#ironwoodlumberjacks #LetsGoJacks



Ironwood Lumberjacks

Posted by Sophia Lein
Mar 27 · 🌐

We want to thank everyone for all the support all season! We'll see you in the fall! We're already counting the days - 160 day... See more



Ironwood Lumberjacks

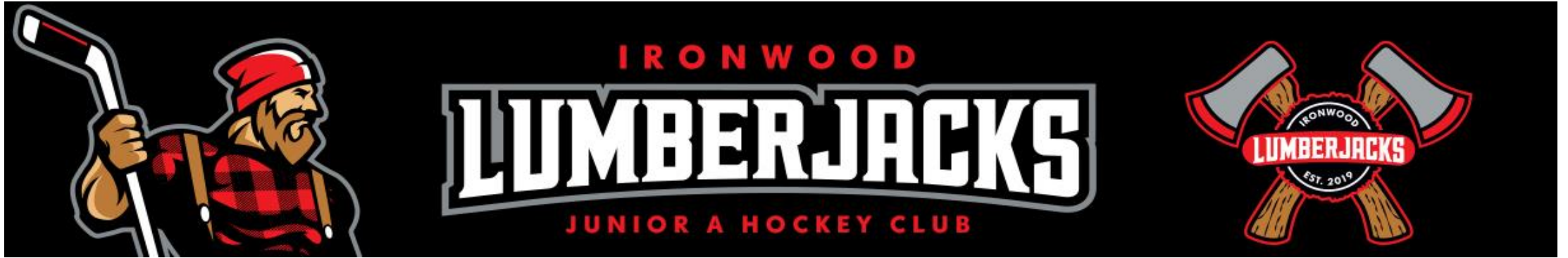
Posted by Sophia Lein
Mar 29 · 🌐

The Lein family wants to take a moment and thank this entire community for supporting our family's passion for hockey and wel... See more





- We have approximately 25,000 viewers
- Live and on-demand video of all regular season and playoff games in The Superior International Junior Hockey League is available exclusively on our streaming platform SIJHL TV!
- And this is only the beginning. Stay tuned for the launch of the SIJHL TV mobile app and other great features that will help make SIJHL TV a best-in-class streaming platform for our subscribers.
- Annual subscription packages are currently available and offered at \$174.99 CDN for the entire season and the best part is, all revenue generated from SIJHL TV stays within the league.
- [Access SIJHL.TV](https://www.sijhl.tv)



Current Activities Update

- 2024 -2025 Season Completed
- Off Season Activities
 - 2025 -2026 Season Planning
 - Roster Recruitment
 - Youth Training Camps
 - Partnerships & Sponsorships
 - Participate in Ironwood Area Festivals and Parades



WWW.IronwoodLumberjacks.com

Contact

Doug Lein

702.287.5141

delein@ironwoodlumberjacks.com



COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

200 EAST AYER STREET • IRONWOOD, MI 49938 • PHONE: 906-932-5048

April 7, 2025

Mr. Paul Anderson, City Manager
City of Ironwood
213 S. Marquette St.
Ironwood, MI 49938

Re: Phase 5C DWSRF Water System Upgrades

Dear Mr. Anderson:

We have reviewed the three bids received on March 28, 2025 from construction contractors for the above referenced project. We have prepared a bid tabulation (attached) and verified that all of the required forms for bidding were submitted.

The apparent low bid was received from Jake's Excavating & Landscaping LLC in the amount of \$1,813,030.22 for the Base project as specified in the contract documents. The Contract Documents also included one (1) Alternate; the apparent low bid for the Base Bid plus the Alternate was also received from Jake's Excavating & Landscaping LLC in the amount of \$1,944,430.22. We have made inquiry as to the references and financial resources of Jake's Excavating & Landscaping LLC. They appear to be a responsible bidder. If the City accepts the bid of Jake's Excavating & Landscaping LLC, we recommend the award be made in the amount of \$1,813,030.22 for the Base bid or \$1,944,430.22 for the Base bid plus the Alternate.

We have prepared the Notice of Award to Jake's Excavating & Landscaping LLC in anticipation of your award at the Base bid amount without Alternate "A". If the City chooses to Award the project plus Alternate "A", a revised Notice of Award will be provided to the City for signature. There are requirements listed on the Notice of Award that Jake's Excavating & Landscaping LLC will need to fulfill prior to completion of the award process. These requirements include providing bonds and insurance certificates.

If you decide to make the award to Jake's Excavating & Landscaping LLC, sign the Notice of Award and return it to Coleman Engineering Company. We will distribute the executed document to the Contractor along with other required contractual items. When the contract is complete, we will provide you with a fully executed set of Contract Documents. Please be aware this analysis is not binding on City and we can change the award as you direct.

Please contact me if you have any questions or require additional information.

Sincerely,
COLEMAN ENGINEERING COMPANY

A handwritten signature in black ink, appearing to read "Michael Graham".

Michael Graham
Project Manager

MG/mb

Attachments




BID TABULATION - City of Ironwood

EI-231105 Phase 5C Water and Sewer Upgrades

				Jake's Excavating & Landscaping, LLC		M. Jolma, Inc.		Ruotsala Construction, Inc.		
Item	Description	Units	Quantity	Unit	Total	Unit	Total	Unit	Total	
101	6-inch Watermain	LF	105	\$ 58.00	\$ 6,090.00	\$ 67.99	\$ 7,138.95	\$ 70.00	\$ 7,350.00	
102	8-inch Watermain	LF	5895	\$ 62.00	\$ 365,490.00	\$ 73.85	\$ 435,345.75	\$ 70.00	\$ 412,650.00	
103	8-inch Gate Valve and Box	EA	21	\$ 2,780.00	\$ 58,380.00	\$ 3,671.94	\$ 77,110.74	\$ 3,000.00	\$ 63,000.00	
104	8" x 8" x 6" Tee	EA	16	\$ 645.00	\$ 10,320.00	\$ 354.06	\$ 5,664.96	\$ 500.00	\$ 8,000.00	
105	8" x 8" x 8" Tee	EA	4	\$ 700.00	\$ 2,800.00	\$ 688.04	\$ 2,752.16	\$ 800.00	\$ 3,200.00	
106	8" x 8" x 8" x 8" Cross	EA	1	\$ 950.00	\$ 950.00	\$ 454.25	\$ 454.25	\$ 900.00	\$ 900.00	
107	8" x 6" Reducer	EA	3	\$ 360.00	\$ 1,080.00	\$ 278.49	\$ 835.47	\$ 500.00	\$ 1,500.00	
108	6-inch Bend	EA	6	\$ 380.00	\$ 2,280.00	\$ 231.60	\$ 1,389.60	\$ 500.00	\$ 3,000.00	
109	8-inch Bend	EA	4	\$ 450.00	\$ 1,800.00	\$ 270.57	\$ 1,082.28	\$ 500.00	\$ 2,000.00	
110	Watermain Cap/Plug	EA	3	\$ 320.00	\$ 960.00	\$ 320.66	\$ 961.98	\$ 500.00	\$ 1,500.00	
111	Connect to Ex. 6" Watermain	EA	3	\$ 900.00	\$ 2,700.00	\$ 320.66	\$ 961.98	\$ 800.00	\$ 2,400.00	
112	Connect to Ex. 8" Watermain	EA	9	\$ 1,000.00	\$ 9,000.00	\$ 320.66	\$ 2,885.94	\$ 1,500.00	\$ 13,500.00	
113	1-inch Corporation Stop	EA	138	\$ 325.00	\$ 44,850.00	\$ 481.07	\$ 66,387.66	\$ 400.00	\$ 55,200.00	
114	1-inch Curb Stop and Box	EA	138	\$ 335.00	\$ 46,230.00	\$ 376.54	\$ 51,962.52	\$ 400.00	\$ 55,200.00	
115	1-inch Type K Copper Water Service (City Side)	LF	4160	\$ 34.00	\$ 141,440.00	\$ 39.65	\$ 164,944.00	\$ 40.00	\$ 166,400.00	
116	1-inch Type K Copper Water Service (Private Side)	LF	1400	\$ 35.00	\$ 49,000.00	\$ 39.65	\$ 55,510.00	\$ 45.00	\$ 63,000.00	
117	Water Service - Interior Plumbing Connection	EA	28	\$ 450.00	\$ 12,600.00	\$ 500.00	\$ 14,000.00	\$ 40.00	\$ 1,120.00	
118	Plumbing Permit Application and Administration	EA	28	\$ 150.00	\$ 4,200.00	\$ 90.00	\$ 2,520.00	\$ 200.00	\$ 5,600.00	
119	Plumbing Permit Application Fee	EA	28	\$ 100.00	\$ 2,800.00	\$ 75.00	\$ 2,100.00	\$ 150.00	\$ 4,200.00	
120	6" x 12" Grade Offset Adapter	EA	14	\$ 750.00	\$ 10,500.00	\$ 522.93	\$ 7,321.02	\$ 500.00	\$ 7,000.00	
121	6-inch Ductile Iron Hydrant Lead	LF	140	\$ 58.00	\$ 8,120.00	\$ 52.16	\$ 7,302.40	\$ 100.00	\$ 14,000.00	
122	Fire Hydrant Assembly	EA	14	\$ 7,300.00	\$ 102,200.00	\$ 6,289.37	\$ 88,051.18	\$ 9,500.00	\$ 133,000.00	
123	Salvage Existing Hydrant	EA	5	\$ 150.00	\$ 750.00	\$ 187.07	\$ 935.35	\$ 500.00	\$ 2,500.00	
124	12-inch HDPE/PVC Storm Sewer	LF	20	\$ 35.00	\$ 700.00	\$ 58.48	\$ 1,169.60	\$ 150.00	\$ 3,000.00	
125	12-inch RCP Storm Sewer	LF	64	\$ 52.00	\$ 3,328.00	\$ 85.10	\$ 5,446.40	\$ 200.00	\$ 12,800.00	
126	36-inch RCP Storm Sewer	LF	20	\$ 130.00	\$ 2,600.00	\$ 104.84	\$ 2,096.80	\$ 300.00	\$ 6,000.00	
127	Storm Sewer Catch Basin 2' Dia.	EA	3	\$ 2,825.00	\$ 8,475.00	\$ 2,124.30	\$ 6,372.90	\$ 2,500.00	\$ 7,500.00	
128	Storm Sewer Manhole 4' Dia.	EA	1	\$ 3,500.00	\$ 3,500.00	\$ 2,537.86	\$ 2,537.86	\$ 5,000.00	\$ 5,000.00	
129	Connect to Ex Storm Sewer	EA	3	\$ 400.00	\$ 1,200.00	\$ 187.07	\$ 561.21	\$ 1,500.00	\$ 4,500.00	
130	Drainage Structure Cover & Adjust	EA	19	\$ 100.00	\$ 1,900.00	\$ 308.96	\$ 5,870.24	\$ 850.00	\$ 16,150.00	
131	Excavation, Earth	CY	3580	\$ 9.00	\$ 32,220.00	\$ 13.47	\$ 48,222.60	\$ 20.00	\$ 71,600.00	
132	Excavation, Rock	CY	50	\$ 1.00	\$ 50.00	\$ 76.04	\$ 3,802.00	\$ 100.00	\$ 5,000.00	
133	Subgrade Undercutting, Special	CY	750	\$ 10.00	\$ 7,500.00	\$ 26.05	\$ 19,537.50	\$ 25.00	\$ 18,750.00	
134	Special Backfill	CY	50	\$ 10.00	\$ 500.00	\$ 32.36	\$ 1,618.00	\$ 25.00	\$ 1,250.00	
135	Stone Refill (MDOT 6A)	CY	25	\$ 18.75	\$ 468.75	\$ 28.99	\$ 724.75	\$ 50.00	\$ 1,250.00	
136	Curb and Gutter, Rem	LF	6420	\$ 1.50	\$ 9,630.00	\$ 3.07	\$ 19,709.40	\$ 5.00	\$ 32,100.00	
137	Concrete Sidewalk & Driveway, Rem	SY	2840	\$ 3.00	\$ 8,520.00	\$ 3.07	\$ 8,718.80	\$ 5.00	\$ 14,200.00	
138	Concrete Pavement, Rem	SY	340	\$ 3.50	\$ 1,190.00	\$ 3.81	\$ 1,295.40	\$ 5.00	\$ 1,700.00	
139	HMA Surface, Rem	SY	11227	\$ 1.50	\$ 16,840.50	\$ 2.05	\$ 23,015.35	\$ 5.00	\$ 56,135.00	
140	Utility Exploration	EA	10	\$ 100.00	\$ 1,000.00	\$ 380.20	\$ 3,802.00	\$ 100.00	\$ 1,000.00	
141	Subbase, CIP	CY	437	\$ 11.50	\$ 5,025.50	\$ 20.19	\$ 8,823.03	\$ 30.00	\$ 13,110.00	*
142	Aggregate Base, 4 inch	SY	1100	\$ 2.50	\$ 2,750.00	\$ 2.42	\$ 2,662.00	\$ 8.00	\$ 8,800.00	
143	Aggregate Base, 9 inch	SY	11064	\$ 5.01	\$ 55,430.64	\$ 6.31	\$ 69,813.84	\$ -	\$ -	*
144	Aggregate Surface Cse, 9 inch	SY	36	\$ 8.00	\$ 288.00	\$ 16.85	\$ 606.60	\$ 10.00	\$ 360.00	
145	HMA (4EML, Leveling, 220#/SYD)	SY	11064	\$ 10.74	\$ 118,827.36	\$ 10.19	\$ 112,742.16	\$ 12.00	\$ 132,768.00	
146	HMA (5EML, Surface, 165#/SYD)	SY	11064	\$ 8.25	\$ 91,278.00	\$ 10.19	\$ 112,742.16	\$ 9.00	\$ 99,576.00	
147	HMA (5EML, Driveway, 275#/SYD)	SY	786	\$ 28.00	\$ 22,008.00	\$ 27.50	\$ 21,615.00	\$ 30.00	\$ 23,580.00	
148	Curb and Gutter, Conc, Det F-2	LF	4610	\$ 22.50	\$ 103,725.00	\$ 21.00	\$ 96,810.00	\$ 20.00	\$ 92,200.00	
149	Curb and Gutter, Conc, Det F-4	LF	140	\$ 22.50	\$ 3,150.00	\$ 21.00	\$ 2,940.00	\$ 20.00	\$ 2,800.00	
150	Curb Slp, HMA	LF	1375	\$ 3.25	\$ 4,468.75	\$ 4.00	\$ 5,500.00	\$ 5.00	\$ 6,875.00	
151	Sidewalk, Concrete, 4 inch	SF	15168	\$ 7.00	\$ 106,176.00	\$ 8.00	\$ 121,344.00	\$ 7.00	\$ 106,176.00	
152	Driveway, Nonrein Concrete, 6 inch	SY	1218	\$ 75.00	\$ 91,350.00	\$ 130.00	\$ 158,340.00	\$ 125.00	\$ 152,250.00	
153	Detectable Warning Surface	LF	35	\$ 130.00	\$ 4,550.00	\$ 65.00	\$ 2,275.00	\$ 100.00	\$ 3,500.00	
154	Pavt Mrkg, Waterborne, 4 inch, Yellow	LF	2140	\$ 1.15	\$ 2,461.00	\$ 0.85	\$ 1,819.00	\$ 2.00	\$ 4,280.00	
155	Pavt Mrkg, Polyurea, 6 inch, Crosswalk	LF	822	\$ 5.25	\$ 4,315.50	\$ 22.00	\$ 18,084.00	\$ 15.00	\$ 12,330.00	
156	Pavt Mrkg, Polyurea, 18 inch, Stop Bar	LF	152	\$ 15.50	\$ 2,356.00	\$ 40.00	\$ 6,080.00	\$ 30.00	\$ 4,560.00	
157	Slope Restoration, Type A	SY	5015	\$ 1.50	\$ 7,522.50	\$ 1.87	\$ 9,378.05	\$ 5.00	\$ 25,075.00	
158	Insulation Board, 2-inch	SF	500	\$ 2.00	\$ 1,000.00	\$ 2.03	\$ 1,015.00	\$ 5.00	\$ 2,500.00	
159	Tree Removal, 12 inch or larger	EA	19	\$ 250.00	\$ 4,750.00	\$ 338.09	\$ 6,423.71	\$ 1,000.00	\$ 19,000.00	
160	Traffic Control	LS	1	\$ 17,500.00	\$ 17,500.00	\$ 15,800.00	\$ 15,800.00	\$ 30,000.00	\$ 30,000.00	
161	Erosion Control, Inlet Protection, Fabric Drop	EA	24	\$ 60.00	\$ 1,440.00	\$ 61.37	\$ 1,472.88	\$ 100.00	\$ 2,400.00	
162	8" SDR 35 PVC Gravity Sewer	LF	100	\$ 40.00	\$ 4,000.00	\$ 64.62	\$ 6,462.00	\$ 100.00	\$ 10,000.00	
163	12" SDR 35 PVC Gravity Sewer	LF	25	\$ 55.00	\$ 1,375.00	\$ 131.91	\$ 3,297.75	\$ 250.00	\$ 6,250.00	
164	Sanitary Manhole Cover and Adjust	EA	3	\$ 250.00	\$ 750.00	\$ 374.14	\$ 1,122.42	\$ 1,500.00	\$ 4,500.00	
165	6" SDR 35 PVC Sewer Lateral	LF	200	\$ 38.00	\$ 7,600.00	\$ 43.28	\$ 8,656.00	\$ 75.00	\$ 15,000.00	
301	Curb and Gutter, Rem (City)	LF	3280	\$ 1.25	\$ 4,100.00	\$ 3.04	\$ 9,971.20	\$ 5.00	\$ 16,400.00	
302	Concrete Sidewalk & Driveway, Rem (City)	SY	40	\$ 3.50	\$ 140.00	\$ 13.98	\$ 559.20	\$ 5.00	\$ 200.00	
303	HMA Surface, Rem (City)	SY	5444	\$ 1.50	\$ 8,166.00	\$ 3.07	\$ 16,713.08	\$ 5.00	\$ 27,220.00	*
304	Aggregate Base, 9 inch (City)	SY	5358	\$ 4.89	\$ 26,200.62	\$ 8.58	\$ 45,971.64	\$ 10.00	\$ 53,580.00	
305	HMA (4EML, Leveling, 220#/SYD) (City)	SY	5358	\$ 10.70	\$ 57,330.60	\$ 10.19	\$ 54,598.02	\$ 12.00	\$ 64,296.00	
306	HMA (5EML, Surface, 165#/SYD) (City)	SY	5358	\$ 8.25	\$ 44,203.50	\$ 8.23	\$ 44,096.34	\$ 9.00	\$ 48,222.00	
307	HMA (5EML, Driveway, 275#/SYD) (City)	SY	100	\$ 28.00	\$ 2,800.00	\$ 27.50	\$ 2,750.00	\$ 30.00	\$ 3,000.00	
308	Curb Slp, HMA (City)	LF	4465	\$ 3.00	\$ 13,395.00	\$ 4.00	\$ 17,860.00	\$ 5.00	\$ 22,325.00	
309	Sidewalk, Concrete, 4 inch (City)	SF	300	\$ 7.00	\$ 2,100.00	\$ 8.00	\$ 2,400.00	\$ 7.00	\$ 2,100.00	
310	Driveway, Nonrein Concrete, 6 inch (City)	SY	10	\$ 85.00	\$ 850.00	\$ 79.50	\$ 795.00	\$ 125.00	\$ 1,250.00	
311	Detectable Warning Surface (City)	LF	25	\$ 130.00	\$ 3,250.00	\$ 65.00	\$ 1,625.00	\$ 100.00	\$ 2,500.00	
312	Slope Restoration, Type A (City)	SY	1490	\$ 1.50	\$ 2,235.00	\$ 2.51	\$ 3,739.90	\$ 5.00	\$ 7,450.00	
				TOTAL BASE BID	\$ 1,813,030.22	TOTAL BASE BID	\$ 2,149,022.98	TOTAL BASE BID	\$ 2,310,588.00	*
148	Curb and Gutter, Conc, Det F-2	LF	1375	\$ 22.50	\$ 30,937.50	\$ 21.00	\$ 28,875.00	\$ 20.00	\$ 27,500.00	
313	Curb and Gutter, Conc, Det F-2 (City)	LF	4465	\$ 22.50	\$ 100,462.50	\$ 21.00	\$ 93,765.00	\$ 20.00	\$ 89,300.00	
				TOTAL BID ALTERNATE "A"	\$ 131,400.00	TOTAL BID ALTERNATE "A"	\$ 122,640.00	TOTAL BID ALTERNATE "A"	\$ 116,800.00	
				TOTAL BASE BID + BID ALTERNATE "A"	\$ 1,944,430.22	TOTAL BASE BID + BID ALTERNATE "A"	\$ 2,271,662.98	TOTAL BASE BID + BID ALTERNATE "A"	\$ 2,427,388.00	*

* Denotes bid has been corrected in favor of correct sum as required by the Contract Documents.

City of Ironwood – Phase 5C Water and Sewer Upgrades
 March 28, 2025 at 10:00 a.m. (local time)

Bidder	Bid Security (Yes/No)	Acknowledge Addenda 1 (Yes/No)	List of Subcontractors (Yes or No)	Base Bid	Bid Alternates or Comments
Ruotsala Construction, Inc.	Yes	Yes	Yes	2,421,228.00	116,800.00
Jake's Excavating,	Yes	Yes	Yes	1,813,030.22	131,400.00
M. Tolma	Yes	Yes	Yes	2,149,022.98	122,640.00
City of Ironwood Witness		Signature			
Jennifer L. Jacobson					
Karl Anderson					
JASON ALONEN					

NOTICE OF AWARD

Date of Issuance:

Owner: City of Ironwood

Owner's Contract No.:

Engineer: Coleman Engineering Company

Engineer's Project No.: 231105

Project: Phase 5C DWSRF Water System Upgrades

Contract Name: Phase 5C DWSRF Water System Upgrades

Bidder: Jake's Excavating & Landscaping, LLC

Bidder's Address: N10633 Lake Road, Ironwood, MI 49938

TO BIDDER:

You are notified that Owner has accepted your Bid dated March 28, 2025 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: City of Ironwood, Phase 5C DWSRF Water System Upgrades.

The Contract Price of the awarded Contract is: One Million Eight Hundred Thirteen Thousand Thirty Dollars and 22/100 (\$1,813,030.22).

Three [3] unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Owner [3] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Ironwood

Authorized Signature




By: _____

Title: _____

Copy: Engineer

City of Ironwood – Phase 5C Water and Sewer Upgrades

March 28, 2025 at 10:00 a.m. (local time)

Bidder	Bid Security (Yes/No)	Acknowledge Addenda 1 (Yes/No)	List of Subcontractors (Yes or No)	Base Bid	Bid Alternates or Comments
Ruotsala Construction Inc	Yes	Yes	Yes	2,421,228.00	116,800.00
Jake's Excavating.	Yes	Yes	Yes	1,813,030.22	131,400.00
M. Tolma	Yes	Yes	Yes	2,149,022.98	122,640.00
City of Ironwood Witness		Signature			
Tanner L Jacobson					
Kel Anderson					
JASON ALONEN					



To: Mayor Corcoran and City Commission

From: Paul Anderson, City Manager




Date: April 11, 2025

Meeting Date: April 14, 2025

Re: Phase 5B Bid Award

Today, the City of Ironwood opened up bids for the Phase 5B utility project. As the attached bid compliance checklist shows, the apparent low bidder did not include a number of required bid documents that are required by each of our funding agencies (USDA Rural Development for sewer and EGLE for water). Time is of the essence for awarding this bid in order to begin the two to four month award process required before starting construction. However, at the time of writing this memo, we are currently awaiting responses from the two funding agencies on how to handle this situation. I will provide further updates at the meeting on Monday night April 11th, and we can talk about if we are ready to make a decision, or if the decision needs to be tabled for a future meeting.

City of Ironwood – Phase 5B Water and Sewer Upgrades
 Bid Opening: April 11, 2025 at 10:00 a.m. (local time)

Bidder	Bid Bond (Yes/No)	Acknowledge Addenda 1 (Yes/No)	List of Subcontractors (Yes or No)	Qualifications Statement (Yes or No)	1940-Q Certification for Contracts, Grants & Loans (Yes or No)	AD-1048 Debarment, Suspension, etc. (Yes or No)	RD 400-6 Compliance Statement (Yes or No)	Certifications of Non- Segregated Facilities (Yes or No)	EGLE Debarment, Suspension, etc. (Yes or No)	EGLE DBE Good Faith Efforts Worksheet (Yes or No)	Base Bid	Alternate "A"
Ruotsala Construction Inc	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	5,349,174. ⁰⁰	237,000. ⁰⁰
M. Tolma Inc	Yes	No	Yes	Yes	No	No	No	No	No	No	3,613,367.62	265,525. ⁰⁰
Jakes Excavating	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	3,882,022. ⁹⁸	223,250. ⁰⁰
City of Ironwood Witness		Signature										
Paul Anderson												
Jennifer Jacobson												
JASON ALONEN												

CHANGE ORDER NO.: 12

Owner: City of Ironwood
Engineer: HDR of Michigan

Contractor: C.D. Smith

Project: Water Treatment Plant Phase I

Contract Name: Water Treatment Plant Phase I

Date Issued: 4/9/2025

Owner's Project No.: N/A

Engineer's Project No.: 10301947

Contractor's Proj. No.: 230034

Effective Date of Change Order: 4/15/2025

The Contract is modified as follows upon execution of this Change Order:

Description:

Add "16" Main Water Line Capping Modifications" per Change Order Request #29. (Add \$2,686.01) Change restrained caps to MJ Plugs. Remove and Salvage for owner the 2 - 16" gate valves that will be out of service.

Add "Fence Gate Gravel Approach" per Change Order Request #30. (Add \$689.33) Scrape 4" topsoil and haul, place and level 6" of 22a crushed road gravel for a 10'x30' fence gate.

Add "Sample Line" per Change Order Request #31. (Add \$12,467.84) Install 3/8" SS sample line per drawing.

Add "Phosphate Pump Modifications" per Change Order Request #32. (Add \$16,097.33) Modify Phosphate system per the included drawing.

Add "Sodium Hypochlorite Pump Modifications" per Change Order Request #33. (Add \$6,000) Modify the Sodium Hypochlorite system per drawings.

Total Addition to Contract: \$37,940.51

There is no Engineering Amendment associated with this Change Order.

Attachments:

COR #29, COR #30, COR #31, COR #32, COR #33

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 9,554,000.00		Substantial Completion:	September 15, 2024
		Ready for final payment:	November 30, 2024
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 11:		[Increase] [Decrease] from previously approved Change Orders No.1 to No. 11:	
\$ 399,765.87		Substantial Completion:	Pri 1/24/25; Sec 5/31/25
		Ready for final payment:	May 31, 2025
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 9,953,765.87		Substantial Completion:	Pri 1/24/25; Sec 5/31/25
		Ready for final payment:	May 31, 2025
[Increase] [Decrease] this Change Order:		[Increase] [Decrease] this Change Order:	
\$ 37,940.51		Substantial Completion:	--
		Ready for final payment:	--
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 9,991,706.38		Substantial Completion:	Pri 1/24/25; Sec 5/31/25
		Ready for final payment:	May 31, 2025

Recommended by Engineer (if required)

By: _____
Title: Prusakiewicz, Joshua R
Date: _____

Digitally signed by Prusakiewicz, Joshua
R
DN: cn=Josh.Prusakiewicz@mdmcc.com,
c=US, email=Joshua.R.Prusakiewicz@mdmcc.com,
ou=USERS, ou=Ann Arbor 1000,
ou=Oakbrook Drive Suite 200, ou=Michigan,
ou=United States, ou=Offices,
DC=mdmcc, DC=us
Reason: I have reviewed this document
Date: 2025.04.10 09:35:00-0400

Authorized by Owner

By: _____
Title: Mayor
Date: _____

Accepted by Contractor

By: Samuel Platon
Title: Project Engineer
Date: 4/10/2025

Approved by Funding Agency (if applicable)

By: _____
Title: _____
Date: _____



PCI #COR0029

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 230034 - Ironwood Water Treatment Facility
N11493 Pump Station Road
Ironwood, MI 49938

Potential Change Item #COR0029

16" Main Water Line Capping Modifications

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2024-12-20
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Change restrained caps to MJ Plugs. Remove and Salvage for owner the 2 - 16" gate valves that will be out of service.

This work will be completed by 5/31/2025 or when the Owner approves the Old Pump house to be decommissioned.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Earthwork	310000	S		LS	\$	\$-9,167.23
Earthwork	310000	S		LS	\$	\$11,700.01
Bond:						\$26.59
Subcontract markup:						\$126.64
Grand Total:						\$2,686.01

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

SIGNATURE

DATE

SIGNATURE

DATE

12/19/24



City of Ironwood Water Treatment Plant
Phase I and Phase II

Dual 16" main line capping costs

#1 Credit for removing the work of installing restrained caps with thrust blocks on 2- 16" mains
This amount would be deducted from Phase I contract.

Caps, megalugs and accessory packs	\$ 1,910.00
8 hrs. crew cost @ \$ 590.00/hr.	\$ 4,720.00
8 hrs. Pickup trucks, compactor, tools @ \$ 50.00/hr.	\$ 400.00
Sales tax on materials	\$ 60.00
Sand backfill	\$ 367.50
Concrete	\$ 514.00
Sub Total	\$ 7,971.50
15% overhead and profit	\$ 1,195.73
TOTAL FOR THIS WORK	\$ 9,167.23

#2 Remove and salvage for owner, the 2- 16" gate valves that will be out of service
Install MJ plugs with thrust blocks
This amount would be added to Phase II contract

Plugs, megalugs and accessory packs	\$ 2,382.00
10 hrs. crew cost @ \$ 590.00	\$ 5,900.00
10 hrs. pickup trucks, compactor, tools @ \$ 50.00/hr.	\$ 500.00
Sales tax on materials	\$ 142.92
Sand backfill	\$ 735.00
Concrete	\$ 514.00
Sub Total	\$10,173.92
15% overhead and profit	\$ 1,526.09
TOTAL FOR THIS WORK	\$11,700.01

Crew cost:

140 excavator @ \$ 160.00/hr.

Operator @ \$ 100.00/hr.

Labor: 2 guys @ \$ 100.00/hr. = \$ 200.00

544K Loader @ \$ 130.00/hr.

Total \$ 590.00/hr.



H2R

ISSUE	DATE	DESCRIPTION
1	1/16/2024	ISSUED FOR CONSTRUCTION
2	1/16/2024	ISSUED FOR CONSTRUCTION
3	1/16/2024	ISSUED FOR CONSTRUCTION
4	1/16/2024	ISSUED FOR CONSTRUCTION
5	1/16/2024	ISSUED FOR CONSTRUCTION
6	1/16/2024	ISSUED FOR CONSTRUCTION
7	1/16/2024	ISSUED FOR CONSTRUCTION
8	1/16/2024	ISSUED FOR CONSTRUCTION
9	1/16/2024	ISSUED FOR CONSTRUCTION
10	1/16/2024	ISSUED FOR CONSTRUCTION

PROJECT MANAGER CHRISTOPHER LARSEN

CITY OF IRONWOOD

WATER TREATMENT PLANT

PHASE I

WORK CHANGE

DIAGRAM 3

1/16/2024

WATER TREATMENT PLANT PHASE I

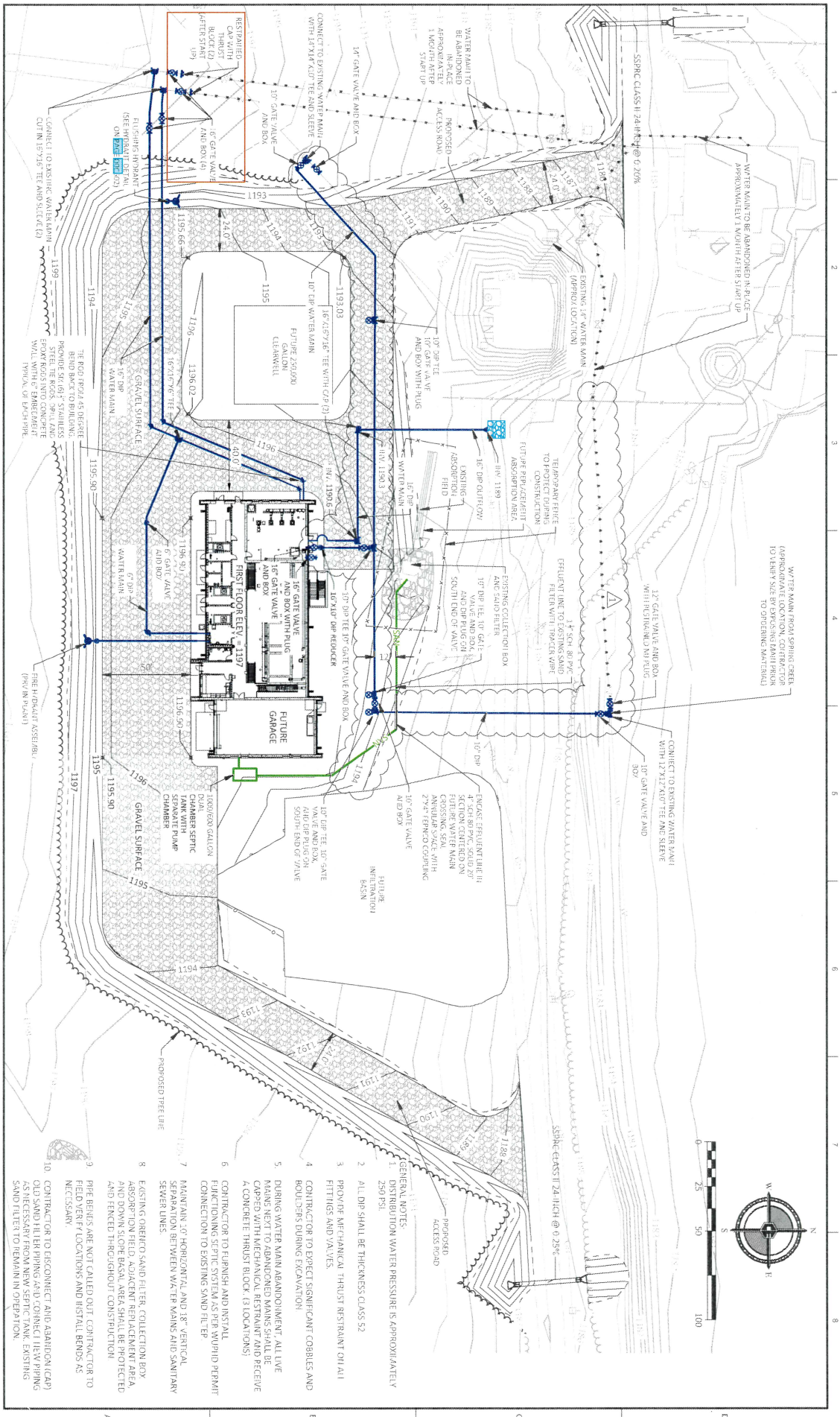
PROPOSED

SITE PLAN

SCALE 1"=25'

SHEET

00C-102





PCI #COR0030

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 230034 - Ironwood Water Treatment Facility
N11493 Pump Station Road
Ironwood, MI 49938

Potential Change Item #COR0030

Fence Gate Gravel Approach

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2025-01-10
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Scrape 4" topsoil and haul, place and level 6" of 22a crushed road gravel for a 10'x30' fence gate.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Earthwork	310000	S		LS	\$	\$650.00
Bond:						\$6.83
Subcontract markup:						\$32.50
Grand Total:						\$689.33

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

SIGNATURE

DATE

SIGNATURE

DATE



1/10/25

Ironwood Water Treatment Plant Phase 1

C.D. Smith Construction

Re: 10' x 30' gravel approach for fence gate

The cost to scrape topsoil and haul, place and level 22a crushed road gravel for a 10' x 30' fence gate approach will be \$ 650.00

Work to be done in the spring of 2025 and completed prior to the 5/31/25 contract completion date when SCC is on site finishing the remaining gravel work under Phase I contract.

Tim Buzgat 1/10/25



NAME	DATE	DESCRIPTION	PROJECT NUMBER	STATUS
CHAI, ERT	10/01/2024	Initial Meeting	001	Completed
SMITH, JANE	10/05/2024	Project Kick-off	002	In Progress
WONG, DAVID	10/10/2024	Requirement Gathering	003	On Hold
CHEN, LUCAS	10/15/2024	Design Review	004	Completed
DAVIS, EMMA	10/20/2024	Development Phase	005	In Progress
RODRIGUEZ, CARLOS	10/25/2024	Testing Phase	006	On Hold
ANDERSON, SARAH	10/30/2024	Deployment Planning	007	Completed
THOMPSON, ALEX	11/05/2024	Post-launch Review	008	In Progress
WILLIAMS, BEN	11/10/2024	Final Report	009	On Hold
LEE, JESSICA	11/15/2024	Project Closure	010	Completed

ISSUED FOR
PERMIT

CITY OF IRONWOOD
WATER TREATMENT PLANT
PHASE II

WATER TREATMENT PLANT PHASE II

PROPOSED
SITE PLAN

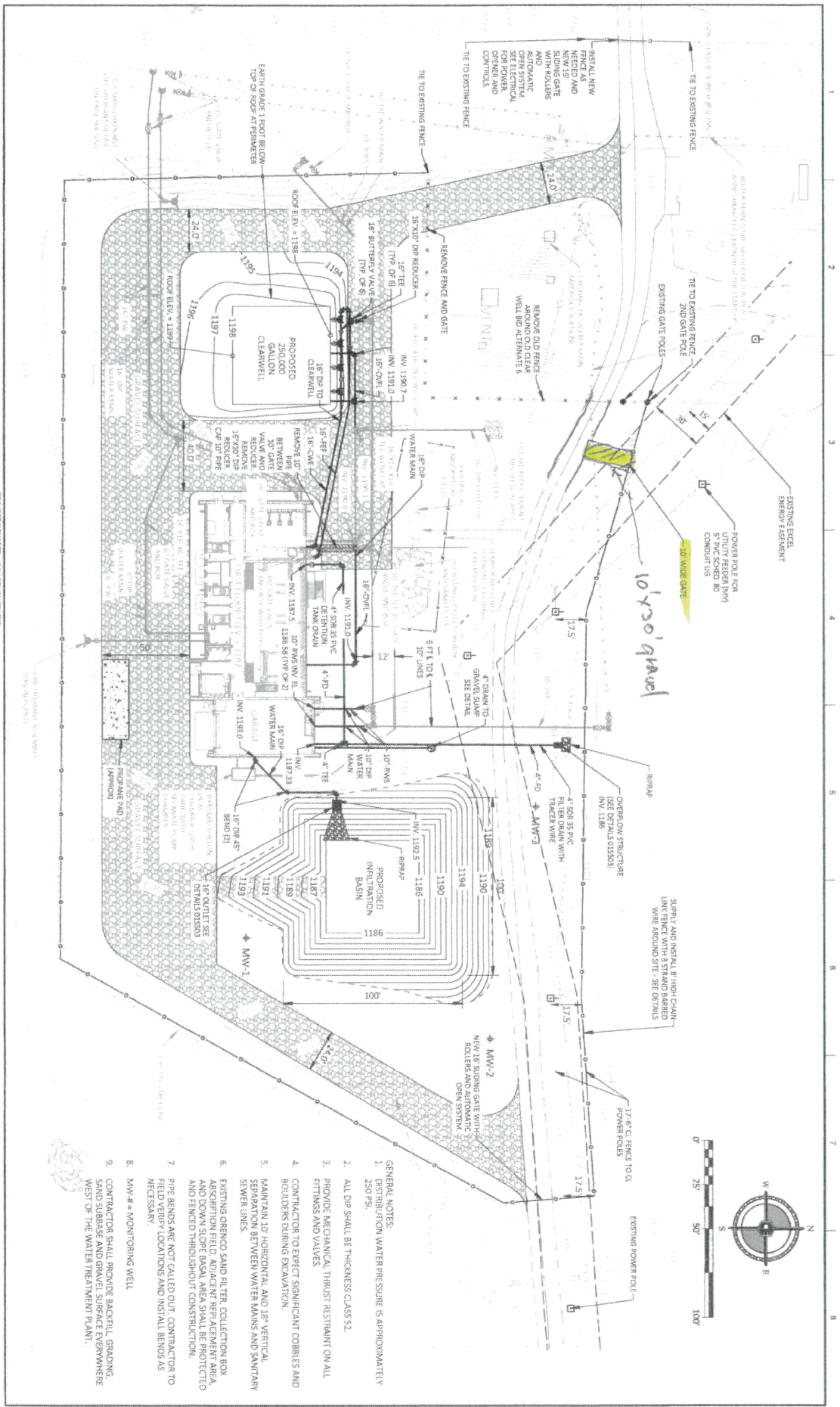
0 25 50

PHENOLANAL

210466 - 179 SITE

0 25 50

SECRET
00C102





PCI #COR0031

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 230034 - Ironwood Water Treatment Facility
N11493 Pump Station Road
Ironwood, MI 49938

Potential Change Item #COR0031

Sample Line

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2025-03-07
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Install 3/8" SS sample line per the attached drawing.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Process Piping - Wastewater	400000	S		LS	\$	\$11,567.00
Patching	038000	L	1	HR	\$81.78	\$81.78
Painting	099000	S		LS	\$	\$100.00
Bond:						\$123.44
Subcontract markup:						\$583.35
Self Perform Markup:						\$12.27
Grand Total:						\$12,467.84

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

SIGNATURE

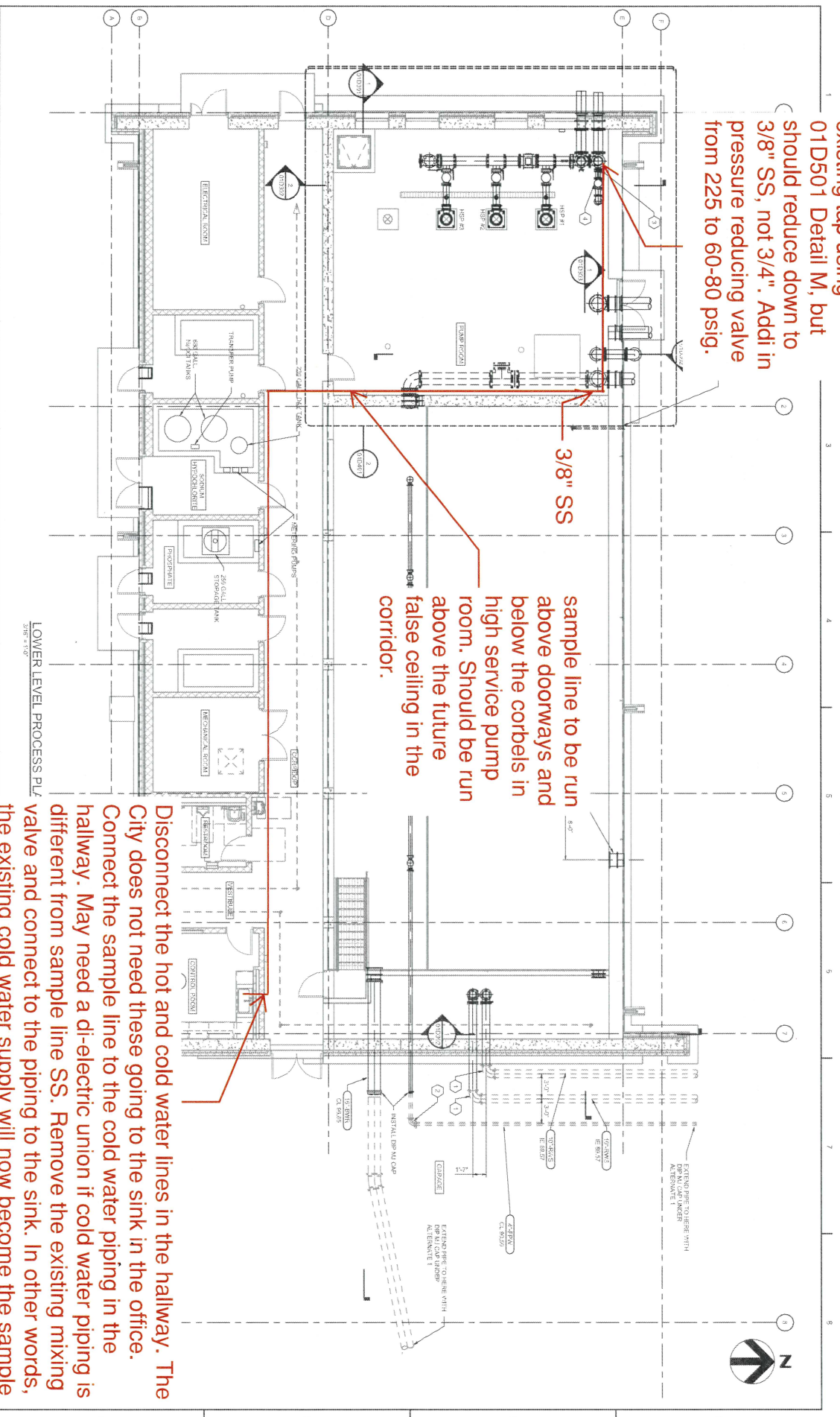
DATE

SIGNATURE

DATE

Sample tap next to existing tap using 01D501 Detail M, but should reduce down to 3/8" SS, not 3/4". Add in pressure reducing valve from 225 to 60-80 psig.

sample line to be run above doorways and below the corbels in high service pump room. Should be run above the future false ceiling in the corridor.



LOWER LEVEL PROCESS PLANT
SHEET 1 OF 2

H2R

ISSUE	DATE	DESCRIPTION
0	11/1/2023	ISSUED FOR CONSTRUCTION

PROJECT MANAGER CHRISTOPHER LANGRISH

CONSTRUCTION JEFF J. JOHNSON

ARCHITECT JAMES M. BARNETT

MECHANICAL JAMES M. BARNETT

ELECTRICAL JAMES M. BARNETT

PLUMBING JAMES M. BARNETT

PROJECT NUMBER 100101031347

ISSUED FOR CONSTRUCTION

Disconnect the hot and cold water lines in the hallway. The City does not need these going to the sink in the office. Connect the sample line to the cold water piping in the hallway. May need a di-electric union if cold water piping is different from sample line SS. Remove the existing mixing valve and connect to the piping to the sink. In other words, the existing cold water supply will now become the sample line from the hallway to the sink. Leave the hot water line abandoned in place (will likely be used for a raw water sample line in future). Remove the faucet at the sink and put in tapered sample nozzle faucet. Provide label at sink "NON-POTABLE WATER. DO NOT DRINK"



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

www.augustwinter.com

2323 N. Roemer Road
Appleton, WI 54911
PO Box 1896
Appleton, WI 54912-1896
P: (920) 739-8881
F: (920) 739-2230

5613 Schofield Ave.
Schofield, WI 54476
P: (715) 355-7555
F: (715) 355-9048

March 7, 2025

CD Smith

8

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Ironwood WTP Phase 1

Description: Added Sample Line

Our change order price and breakdown follows:

August Winter

Material.....	\$	2,666
Labor**..... 60 hrs	\$	5,112
Direct Costs.....	\$	2,280
Subtotal.....	\$	10,059
Overhead.....	\$	1,509
Total.....	\$	11,567

Equipment

Total Equipment Costs.....	\$	-
Equipment Markup.....	\$	-
Total Equipment Costs w/overhead.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-

Total AWS/Subcontractor Costs.....	\$	11,567
Profit/Bond.....	\$	-

Change Order Total..... \$ 11,567

Time extension required is **4** days.

This quotation based upon acceptance within

30 days.

** Labor rate may include multiple trades with straight and premium time.

Exclusions: Electrical, Insulation, Painting, Hole Patching

Derek Lewin

August Winter & Sons, Inc.

PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

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HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL

SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING

STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 871958

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Project/Job#: Ironwood WTP Phase 1
Description: Added Sample Line

Date: 3/7/2025

Change Order #: 8

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ 2,515.00
Sales Tax	6.0%	\$ 150.90

Material Subtotal \$ 2,666

LABOR

General Foreman Hours	0.00	@	\$ -	\$ -
Foreman Hours	4.00	@	\$ 88.78	\$ 355.14
Field Plumber/Fitter Hours - REG	56.00	@	\$ 84.95	\$ 4,757.16
Field Plumber/Fitter Hours - OT	0.00	@	\$ -	\$ -
Field Tinner Hours - REG	0.00	@	\$ -	\$ -
Field Tinner Hours - OT	0.00	@	\$ -	\$ -
Shop Hours	0.00	@	\$ -	\$ -
Operator Hours	0.00	@	\$ 88.56	\$ -

Labor Subtotal \$ 5,112

DIRECT COSTS

Insurance	27.0% of Labor	\$ 1,380.32
Subsistence		\$ 900.00

Subtotal \$ 2,280

Total Contractor Costs

Overhead

15.0% \$ 1,509

Subtotal Contractor Costs

\$ 11,567

Equipment

0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -

Subtotal \$ -

Equipment Overhead

15.0% \$ -

Subtotal Equipment Costs

\$ -

SUBCONTRACTS

.....	\$ -
.....	\$ -
.....	\$ -
.....	\$ -

Total Subcontractor Costs

\$ -

Subcontractor Overhead

10.0% \$ -

Subtotal Subcontractors Costs

\$ -

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs

\$ 11,567

Profit

0.0% \$ -

Bond

0.0% \$ -

Total Amount Of Change

\$ 11,567

Time extension required is 4 days.

This quotation based upon acceptance within

30 days.

Exclusions: Electrical, Insulation, Painting, Hole Patching

NOTE: This change order does not address impact costs on base contract.



PCI #COR0032

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 230034 - Ironwood Water Treatment Facility
N11493 Pump Station Road
Ironwood, MI 49938

Potential Change Item #COR0032

Phosphate Pump Modifications

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2025-03-07
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Modify Phosphate system per the attached drawing.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Process Piping - Wastewater	400000	S		LS	\$	\$15,079.00
Electrical	260000	S		LS	\$	\$100.00
Bond:						\$159.38
Subcontract markup:						\$758.95
Grand Total:						\$16,097.33

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

SIGNATURE

DATE

SIGNATURE

DATE



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

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Schofield, WI 54476
P: (715) 355-7555
F: (715) 355-9048

March 7, 2025

CD Smith
Rev 1 Piping Size Changed

7

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: 73823 Ironwood WTP Phase I
Description: Phosphate Pump Rework

Our change order price and breakdown follows:

August Winter

Material.....	\$	2,864
Labor**..... 83 hrs	\$	7,089
Direct Costs.....	\$	3,159
Subtotal.....	\$	13,112
Overhead.....	\$	1,967
Total.....	\$	15,079

Equipment

Total Equipment Costs.....	\$	-
Equipment Markup.....	\$	-
Total Equipment Costs w/overhead.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-

Total AWS/Subcontractor Costs.....	\$	15,079
Profit/Bond.....	\$	-

Change Order Total..... \$ 15,079

Time extension required is **5** days.

This quotation based upon acceptance within

30 days.

** Labor rate may include multiple trades with straight and premium time.

Exclusions: Wall Patching and Painting, Electrical Connections/ Changes

Derek Lewin

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

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STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 871958

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Project/Job#: 73823 Ironwood WTP Phase I
Description: Phosphate Pump Rework

Date: 3/7/2025

Change Order #: 7

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ 2,702.00
Sales Tax	\$ 162.12

Material Subtotal \$ 2,864

LABOR

General Foreman Hours	0.00	@	\$ -	\$ -
Foreman Hours	10.00	@	\$ 88.78	\$ 887.84
Field Plumber/Fitter Hours - REG	73.00	@	\$ 84.95	\$ 6,201.29
Field Plumber/Fitter Hours - OT	0.00	@	\$ -	\$ -
Field Tinner Hours - REG	0.00	@	\$ -	\$ -
Field Tinner Hours - OT	0.00	@	\$ -	\$ -
Shop Hours	0.00	@	\$ -	\$ -
Operator Hours	0.00	@	\$ 88.56	\$ -

Labor Subtotal \$ 7,089

DIRECT COSTS

Insurance	27.0% of Labor	\$ 1,914.07
Subsistence		\$ 1,245.00

Subtotal \$ 3,159

Total Contractor Costs
Overhead
Subtotal Contractor Costs

\$ 13,112
15.0% \$ 1,967
\$ 15,079

Equipment

0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -
0.00 Hours @	\$ -	\$ -

Subtotal \$ -

Equipment Overhead
Subtotal Equipment Costs

15.0% \$ -
\$ -

SUBCONTRACTS

	\$ -
	\$ -
	\$ -
	\$ -

Total Subcontractor Costs
Subcontractor Overhead
Subtotal Subcontractors Costs

\$ -
10.0% \$ -
\$ -

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs
Profit
Bond
Total Amount Of Change

\$ 15,079
0.0% \$ -
0.0% \$ -
\$ 15,079

Time extension required is 5 days. This quotation based upon acceptance within 30 days.

Exclusions: Wall Patching and Painting, Electrical Connections/ Changes

NOTE: This change order does not address impact costs on base contract.

Sam Platow

From: Van Geffen, Ben <bvangeffen@augustwinter.com>
Sent: Friday, March 21, 2025 7:43 AM
To: Sam Platow; Flory, Tyler
Subject: RE: [EXTERNAL] RE: Ironwood WTP - Direction for Phosphate Pump
Attachments: CO.07 Phosphate Pump ReworkRev 1.pdf

CAUTION: External Email

Sam-

Updated CO attached- Reduced Material Pricing for the line

There are more hours associated with this one as there is demo and tank draining and rework always takes longer than a new install.

The Fiberglass Unistrut is more expensive than the simple hangers required for the Sample Line. The Sample line is also tubing and compression fittings.

AWS Has to remove and Re-pipe everything between the tank and the pump

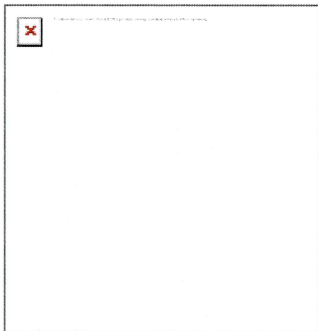
Demo/ Tank Draining – 9 Hours

Reinstall and Testing- 64 Hours

Supervision- 10 Hours

Thank you

Ben



Ben Van Geffen
Assistant Project Manager
August Winter & Sons, Inc.
2323 N. Roemer Rd., Appleton, WI 54911
Cell: [920-810-8752](tel:920-810-8752)
Direct: [920-560-2291](tel:920-560-2291)
Office: [920-739-8881](tel:920-739-8881)
Email: bvangeffen@augustwinter.com

From: Sam Platow <splatow@cdsmith.com>
Sent: Friday, March 14, 2025 8:54 AM
To: Van Geffen, Ben <bvangeffen@augustwinter.com>; Flory, Tyler <tflory@augustwinter.com>
Subject: [EXTERNAL] RE: Ironwood WTP - Direction for Phosphate Pump

Ben,

Red = New
Black = Existing

Vent to outdoors

1" Vent

Phosphate Tank and Pump Piping Modifications_3-5-25

Phosphate Tank and Pump Piping Modifications_3-13-25

1/2" line Calibration Column

1.25" x 1/2" reducer

Relocate existing pump and install on top of containment wall, similar to sodium hypo pump

Existing Phosphate Tank Polyethylene

Install 1.25" I.D. PVC threaded bulkhead fitting with Viton gasket 10 inches above bottom of tank or in line with pump suction. Final location depends on final tank height with stand.

Non-spring loaded 1/2" check valve installed in the vertical

1.25" foot valve strainer

1/2"

1.25" PVC Siphon tube terminated 2 inches above bottom of tank.

Reducer

1/2"

1.25" PVC ball valve Normally Open

1/2"

1.5" PVC strainer

1/2"

1.25" ball valve

Normal

Open

Mech. Act. Motor Diaphragm Pump

Install manual bypass arrangement similar to sodium hypo.

Pulsation Damper, Backpressure relief valve and backpressure valve all exist downstream of pump

Provide 1.25" x 1.25" tee, 1/2" 1.25" ball valve, and cap to accommodate connection of Phase 2 pump suction header

Leave tank sitting on floor.



PCI #COR0033

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 230034 - Ironwood Water Treatment Facility
N11493 Pump Station Road
Ironwood, MI 49938

Potential Change Item #COR0033
Sodium Hypochlorite Pump Modifications

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2025-03-07
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Modify the Sodium Hypochlorite system per the attached drawings.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Process Piping - Wastewater	400000	S		LS	\$	\$6,000.00
						:
						\$
Grand Total:						\$6,000.00

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

SIGNATURE

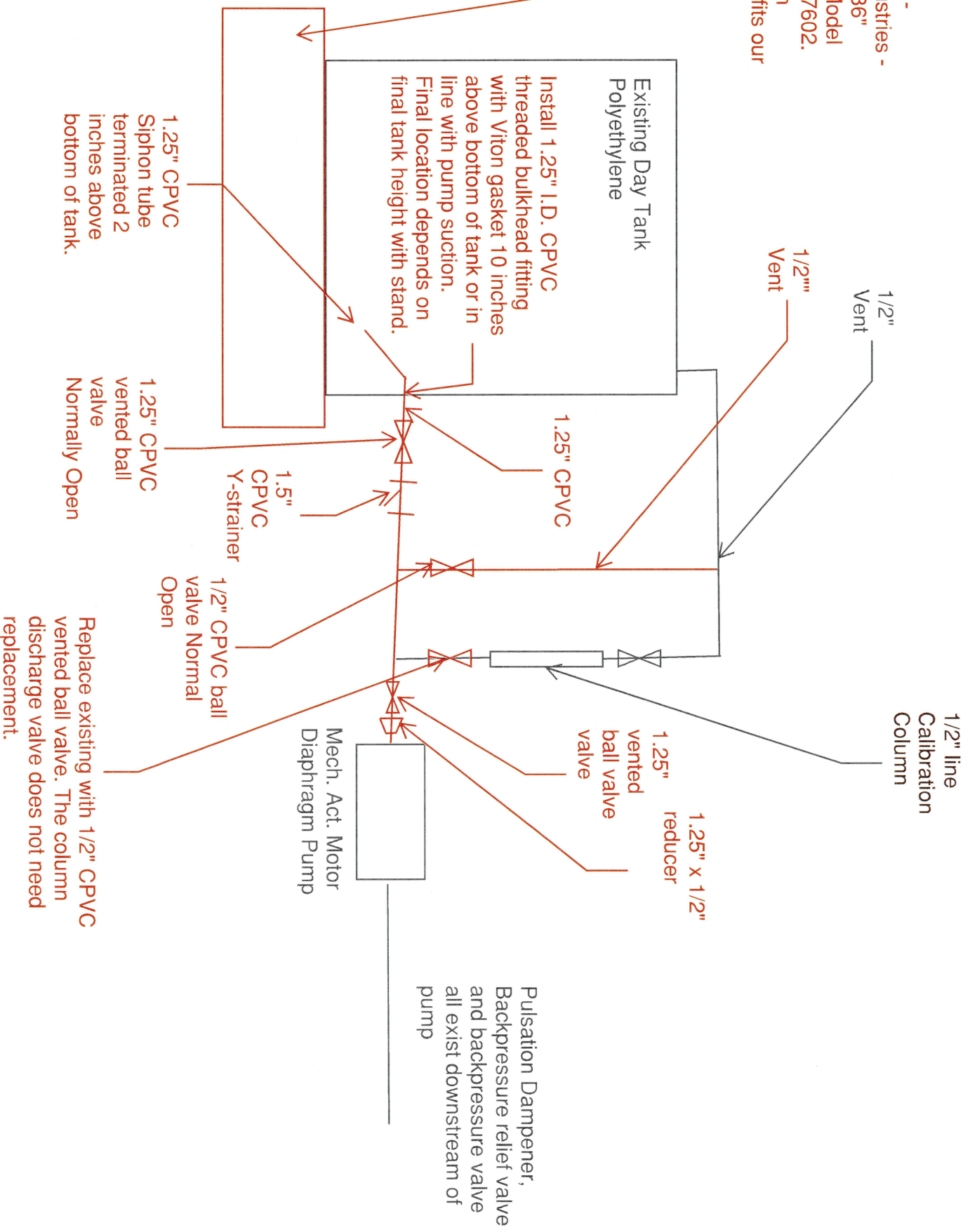
DATE

SIGNATURE

DATE

Red = New
Black = Existing

Tank Stand -
Snyder Industries -
36" x 41" x 36"
HDLP Mfr Model
1730001N97602.
Confirm with
Snyder this fits our
tank.



CHANGE ORDER NO. 5

Owner:	City of Ironwood	Owner's Project No.:	
Engineer:	HDR Michigan, Inc.	Engineer's Project No.:	10392842
Contractor:	CD Smith Construction, Inc.	Contractor's Project No.:	
Project:	Water Treatment Plant – Phase 2		
Contract Name:	City of Ironwood Water Treatment Plant Phase 2		
Date Issued:	1/6/2025	Effective Date of Change Order:	1/13/2025

The Contract is modified as follows upon execution of this Change Order:

Description:

Add "Corridor Handrail" per Change Order Request #7 from CD Smith. Install aluminum handrail in corridor along the open wall of the pipe gallery. (Add \$7,000.00)

Add "Filter Elevation Changes" per Change Order Request #10 from CD Smith. WCD #2 - Raise filter floor elevation from 96.42' to 96.86' and air header piping to 95.16' as outlined in RFI #12 and shown in figures. Filter backwash trough and filter influent wall (gullet) elevations to remain per the original drawings. RFI #17 Response - It is acceptable to change the Flume width from 2'-4" to 2'-0" with the following change in concrete fill. While the threaded dowel is existing in the base slab, the vertical should be tied but toward the opening to reduce the clear cover as much as possible. (Add \$2,206.85)

Add "Electrical Strikes" per Change Order Request #11 from CD Smith. Provide (5) HES 9600 electric strikes in 630/US32D finish for Doors 104A, 106A, 107A, 114A, and 112B. Provide (1) Sargent 8873 Fail Safe/Secure 12v or 24v in US32D Finish for Door 105A. (Add \$5,504.35)

Add "Filter Backwash Bypass Line Changes" per Change Order request #12 from CD Smith. RFP #5 - Increase 6"-BWS to 8"-BWS for backwash bypass line shown in Figure PR#05-01D402. Change reducer from 12"x6" to 12"x8", called out by keynote 11 on Figure PR#05-01D402. Increase manual gear operated butterfly valve from 6-inches to 8-inches shown by keynote 2 in Figure PR#05-01D402. Increase V-3575 from 6-inches to 8-inches and relocate directly following the 8-inch gear operated butterfly valve as shown in Figure PR#01-01D402 and noted in Figure PR#05400551-7 and -400552-3. Remove orifice plates from the design as previously noted by keynote 15 in Figure PR#05-01D402. Supply 8-inch Cla Val Model 90-01 KO-1 as outlined in Figure PR#01-400551-7 and -400552-3 instead of the 6-inch model 100-01KO as previously specified. (Add \$29,099.06)

Total Add to Contract: \$43,810.26

No Engineering Amendment is associated with this change order.

Attachments:

COR #7, COR #10, COR #11, COR #12



PCI #COR0007

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 240143 - Ironwood Water Treatment Plant - Phase 2
N11451 Lake Road
Ironwood, MI 49938

Potential Change Item #COR0007

Corridor Handrail

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2024-12-06
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Install aluminum handrail in corridor along the open wall of the pipe gallery.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Aluminum Handrail	051000	M		LS	\$	\$7,000.00
						\$
Grand Total:						\$7,000.00

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

SIGNATURE

DATE

SIGNATURE

DATE



PCI #COR0010

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 240143 - Ironwood Water Treatment Plant - Phase 2
N11451 Lake Road
Ironwood, MI 49938

Potential Change Item #COR0010

Filter Elevation Changes

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2025-02-04
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

WCD #2 - Raise filter floor elevation from 96.42' to 96.86' and air header piping to 95.16' as outlined in RFI #12 and shown in the attached figures.

Filter backwash trough and filter influent wall (gullet) elevations to remain per the original drawings.

RFI #17 Response - It is acceptable to change the Flume width from 2'-4" to 2'-0" with the following change in concrete fill. While the threaded dowel is existing in the base slab, the vertical should be tied but toward the opening to reduce the clear cover as much as possible.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Concrete - Material	035000	M	10	CY	\$190	\$1,900.00
Bond:						\$21.85
Self Perform Markup:						\$285.00
Grand Total:						\$2,206.85

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

Paul Anderson

2/18/25

SIGNATURE

DATE

SIGNATURE

DATE

WORK CHANGE DIRECTIVE NO.: 2

Owner: City of Ironwood

Engineer: HDR Michigan, Inc.

Contractor: C.D. Smith

Project: City of Ironwood Water Treatment Plant Phase 2

Date Issued: 2/3/25

Owner's Project No.:

Engineer's Project No.:

10392842

Contractor's Project No.: 240143

Effective Date of Work Change

Directive:

Contractor is directed to proceed promptly with the following change(s):

Description:

- Raise filter floor elevation from 96.42' to 96.86' and air header piping to 95.16' as outlined in RFI #12 and shown in the attached Figures.
- Filter backwash trough and filter influent wall (gullet) elevations to remain per the original drawings.

Attachments:

Figure WCD#02-01S301, -01D303, -RFI12-1, -RFI12-2, -RFI12-3, -RFI12-4, -RFI12-5

Purpose for the Work Change Directive:

- Filter floor elevation raised due to air piping conflict. Air header piping elevation change to reduce J-riser length.

Directive to proceed promptly with the Work described herein, prior to agreeing to change in Contract Price and Contract Time, is issued due to:

☐ Non-agreement on pricing of proposed change. ☐ Necessity to proceed for schedule or other reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price: \$ 2,206.85 not yet estimated

Contract Time: _____ days not yet estimated

Basis of estimated change in Contract Price:

☐ Lump Sum ☐ Unit Price ☒ Cost of the Work ☐ Other

Recommended by Engineer

Authorized by Owner

Signature: _____

Name: Josh Prusakiewicz

Paul Anderson, P.E.

Title: Associate & Water/Wastewater Section Manager

City Manager / City Engineer

Date: _____

CAN	JAMES JOQUET
STROZULAI	HERNAN ALVAREZ
ANDRETTI/TUMI	GIOSEPPE TOFFER
PROCESI	TIZIANA MONZA
MEDINAROLA	SARA BELLA
LIFE SAFE /	SARA BELL
ELECTRONIC	ANDREA
PROMOT NUMBER	1059782
ISSUE DATE	DECEMBER 2004
ISSUE DATE	DECEMBER 2004

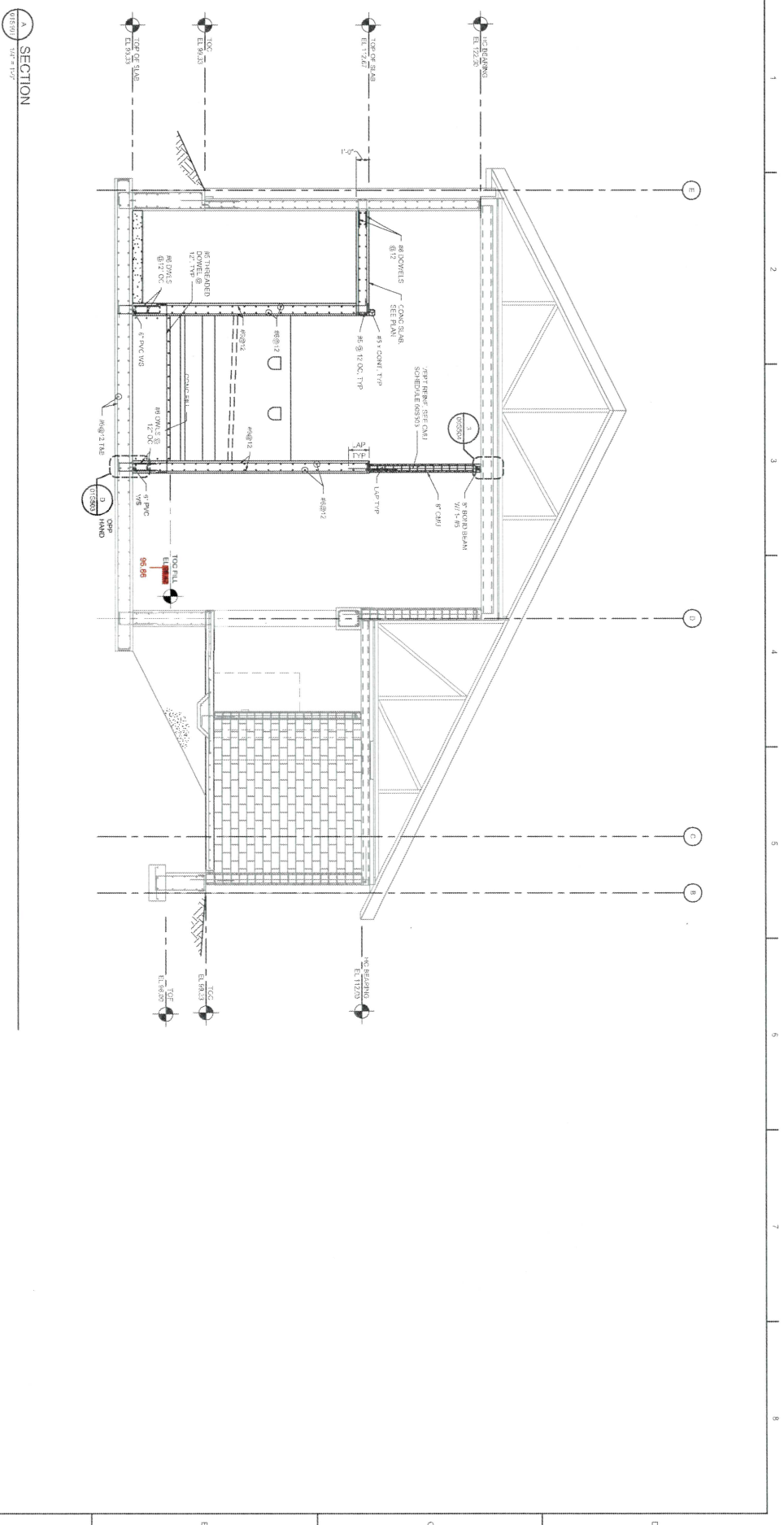
ISSUED FOR
CONSTRUCTION

CITY OF IRONWOOD
WATER TREATMENT PLANT
PHASE 2

WATER TREATMENT PLANT - PHASE 2
SECTION

0 1" 2" FILENAME 16031947-01-SA.S.A. SCALE 1" = 1' 0"

SHEET
01S301



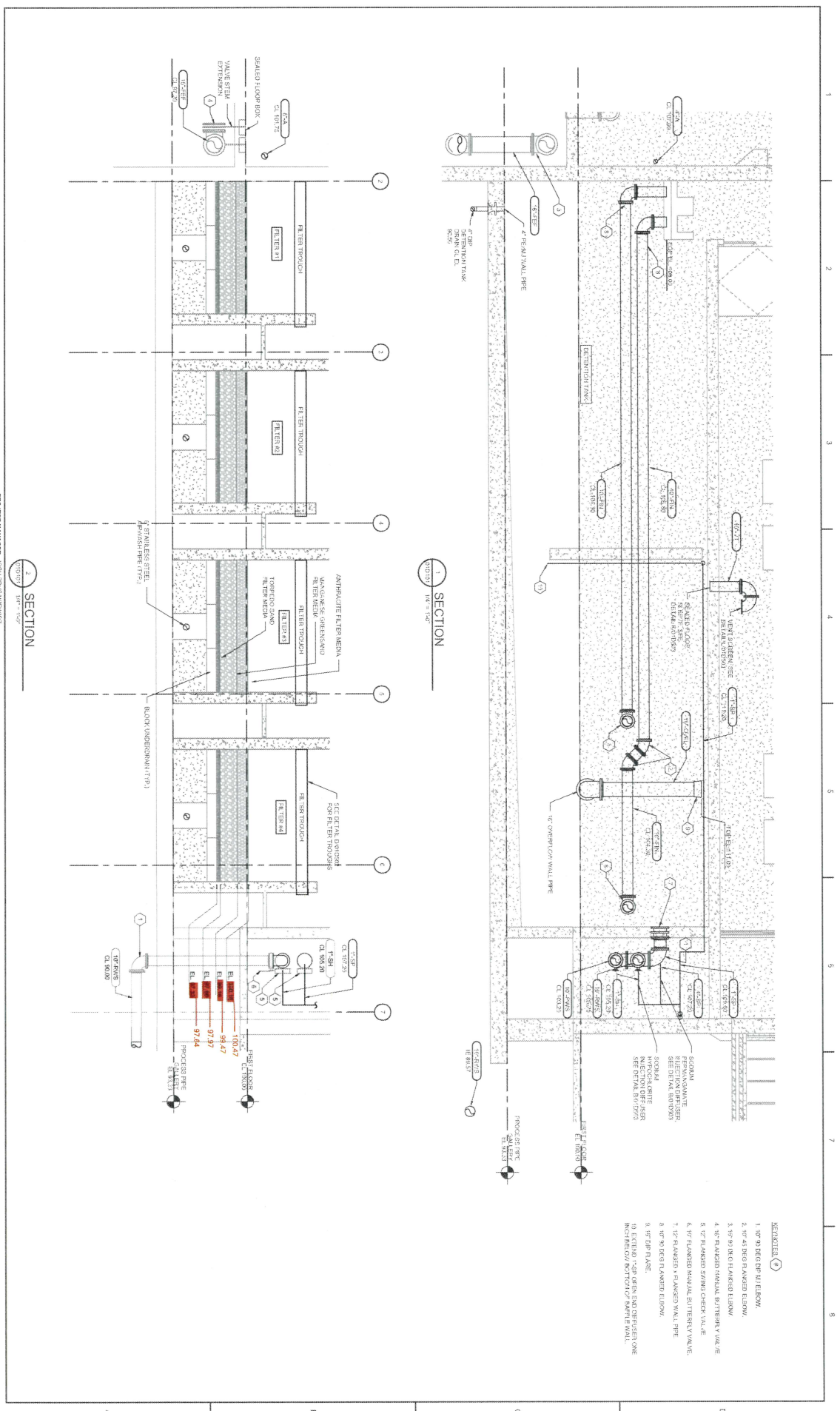
[illegible]

ISSUED FOR
CONSTRUCTION

CITY OF IRONWOOD
WATER TREATMENT PLANT
PHASE 2

WATER TREATMENT PLANT - PHASE 2
PROCESS PIPING SECTIONS

0 1 2 FILENAME: SCORE_ALL_DISCIPLINES.rtf SHEET
SCALE: 1" = 1'-0" 01D303





C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac, Wisconsin 54935
P: (920) 924-2900
F: (920) 924-2910

Project: 240143 Ironwood Water Treatment Plant -
Phase 2
N11451 Lake Road
Ironwood, Michigan 49938
P: 920-932-5050

RFI #12: *HOT* Air Supply Line From Customer Side to the Filter

Status	Open		
To	Jennifer Bernardin (HDR) Josh Prusakiewicz (HDR)	From	Ben Van Geffen (August Winter & Sons, Inc.) 2323 N. Roemer Rd. Appleton, Wisconsin 54911
Date Initiated	Jan 8, 2025	Due Date	Jan 10, 2025
Location			
Cost Impact	Schedule Impact		
Spec Section			
Drawing Number			
Linked Drawings			
Received From	Ben Van Geffen (August Winter & Sons, Inc.)		
Copies To	Nick Beil (C.D. Smith Construction, Inc.), Stacie Cherney (August Winter & Sons, Inc.), Tyler Flory (August Winter & Sons, Inc.), Sarah Heltemes (C.D. Smith Construction, Inc.), Derek Lewin (August Winter & Sons, Inc.), Brian Orr (C.D. Smith Construction, Inc.), Sam Platow (C.D. Smith Construction, Inc.), Ben Van Geffen (August Winter & Sons, Inc.), Wendy Zeinert (August Winter & Sons, Inc.)		

Activity

Question

Question from Ben Van Geffen August Winter & Sons, Inc. on Friday, Dec 20, 2024 at 01:52 PM CST

Please provide the details how air is coming to the filter and supplied to air header. (drawing M900)

Please provide the dimensions and elevations of the air pipe coming to air header from customer side.

Please see attached

Attachments
[RFI 01 \(002\).pdf](#)

Official Response

Response from Jennifer Bernardin HDR on Thursday, Jan 9, 2025 at 11:56 AM CST

See elevations and dimensions on highlighted air pipping attached.

Attachments
[Ironwood WTP Ph 2 RFI 12 Hot Air Supply Line from Customer Side to the Filter_HDR RESPONSE.pdf](#)

Figure WCD02-RFI12-1
Ironwood WTP Phase 2
WCD #02
02/03/2025

All Replies

Response from Sarah Heltemes C.D. Smith Construction, Inc. on Tuesday, Jan 14, 2025 at 09:47 AM CST

Please see the attached response from Denora regarding a change in the layout.

Attachments

[RFI 01 Response.pdf](#)

Response from Jennifer Bernardin HDR on Thursday, Jan 9, 2025 at 11:56 AM CST

See elevations and dimensions on highlighted air pipping attached.

Attachments

[Ironwood WTP Ph 2 RFI 12 Hot Air Supply Line from Customer Side to the Filter_HDR RESPONSE.pdf](#)

HDR:

See comments on following sheets. Elevation changes resulting from RFI #12 will be reissued in a subsequent field order.



De Nora Water Technologies
1110 Industrial Blvd
Sugar Land, Texas 77478
United States
T: +1 281 240 6770
F: +1 281 240 6762
www.denora.com

Request for Information (RFI #01)v2

Date: 12/16/2024
Customer Name: Ben Van Geffen
Project Name: Ironwood WTP
DNWT Project #: PQ.XC24016
Contractor's Proj #:
DNWT Proposal #: P-109622
Customer Po # 88524-004

Dear Customer,

Item No.	Reference	Description	Questions
1	General Arrangement and Air Header Drawings	Air Supply line from customer side to the filter	Please Provide the details how is air coming to the filter and supplied to air header. (drawing M900) Please provide the dimensions and elevations of the air pipe coming to air header from customer side.
1.1	CD SMITH	DRAWING FILES	
1.2	RESPONSE TO CD SMITH	Change in the layout.	Proposed Solution: The filter floor elevation needs to change to 96.86', and the air header elevation to 96.16'. The 6" air pipe under the filter floor has an elevation of 96.15'. If the filter floor elevation is kept at 96.42', the difference between the pipe center and floor is 3.24". There is no concrete over the pipe and the flange for the air header connection will be above the filter floor. To resolve this, De Nora is requesting the filter floor elevation be changed to 96.86'. To reduce the J-Riser length, the air header elevation is to change to 96.16'. SEE DRAWING. M900A

Changing the filter floor elevation is acceptable.

Proposed drawings indicate air header elevation is 96.16'. Based on dimensions shown on sheet M900A it is 95.16', 95.16' is acceptable.

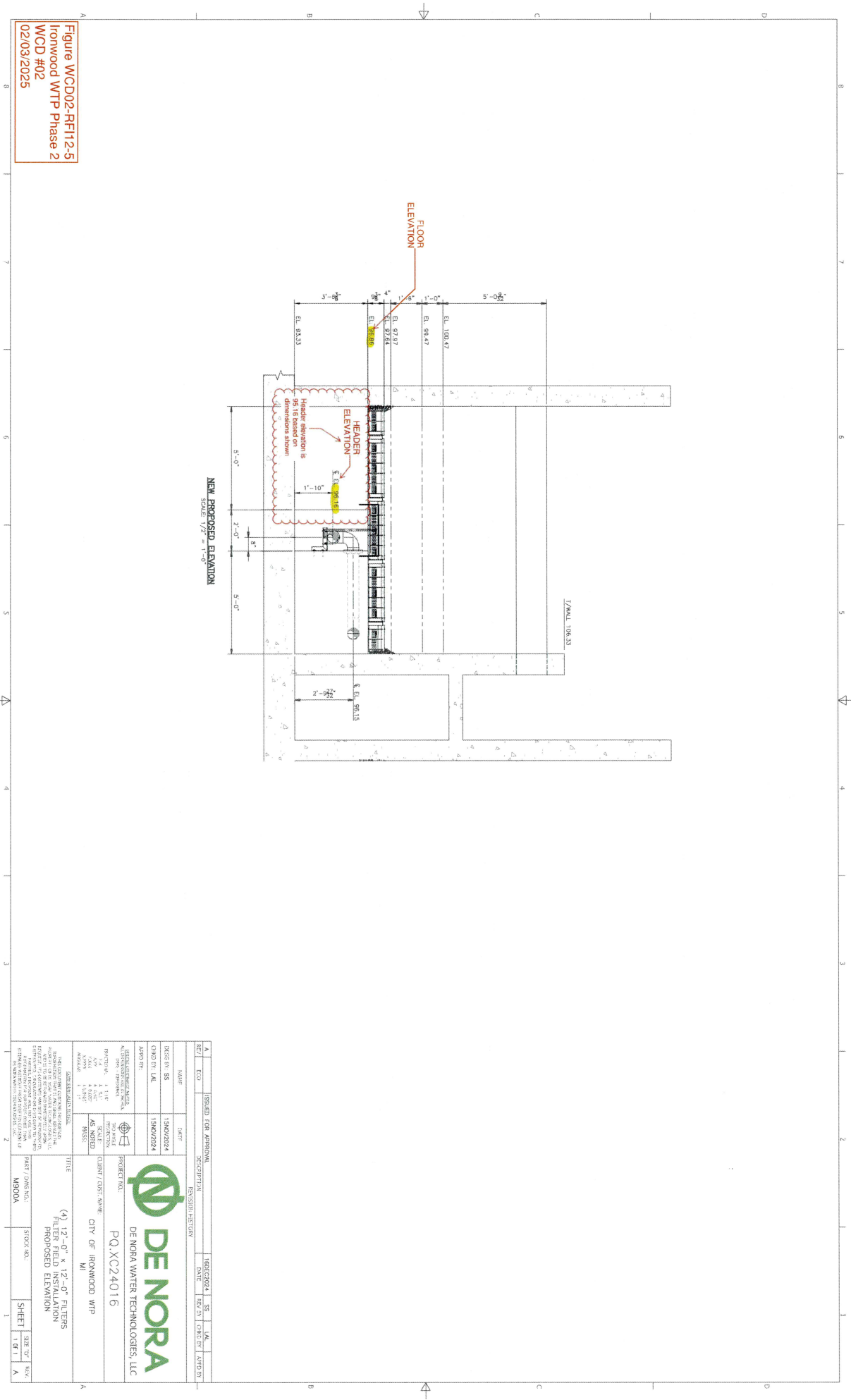
This is acceptable

Proposed drawings indicate air header elevation is 96.16'. Based on dimensions shown on sheet M900A it is 95.16', 95.16' is acceptable.

Figure WCD02-RFI12-3
Ironwood WTP Phase 2
WCD #02
02/03/2025

Item No.	Reference	Description	Questions

Allen Bracero
 Title: Project Manager
De Nora Water Technologies
 Tel: 281-274-8454
 Email: allen.bracero@denora.com

[illegible][illegible]



C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac, Wisconsin 54935
P: (920) 924-2900
F: (920) 924-2910

Project: 240143 Ironwood Water Treatment Plant -
Phase 2
N11451 Lake Road
Ironwood, Michigan 49938
P: 920-932-5050

RFI #17: Flume Width

Status	Open		
To	Josh Prusakiewicz (HDR) Jennifer Bernardin (HDR)	From	Sam Platow (C.D. Smith Construction, Inc.) 125 Camelot Drive Fond du Lac, Wisconsin 54935
Date Initiated	Feb 5, 2025	Due Date	Feb 10, 2025
Location			
Cost Impact	TBD	Schedule Impact	TBD
Spec Section	46 61 10 - GRAVITY FILTERS		
Drawing Number			
Linked Drawings			
Received From	Ben Van Geffen (August Winter & Sons, Inc.)		
Copies To	Nick Beil (C.D. Smith Construction, Inc.), Stacie Cherney (August Winter & Sons, Inc.), Tyler Flory (August Winter & Sons, Inc.), Sarah Heltemes (C.D. Smith Construction, Inc.), Derek Lewin (August Winter & Sons, Inc.), Brian Orr (C.D. Smith Construction, Inc.), Sam Platow (C.D. Smith Construction, Inc.), Ben Van Geffen (August Winter & Sons, Inc.), Wendy Zeinert (August Winter & Sons, Inc.)		

Activity

Question

Question from Sam Platow C.D. Smith Construction, Inc. on Wednesday, Feb 5, 2025 at 12:53 PM CST

The De Nora underdrain can only span a flume width of 2'-0". The attached drawings are the general arrangements that will be part of the submittal that should be submitted this week. Please advise if it is acceptable to change the flume width as shown in the attached drawing.

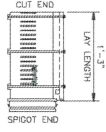
Attachments

[Flume Width RFI.pdf](#)

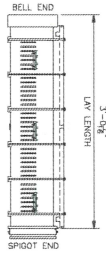
Awaiting an Official Response

2/13/25 HDR Staff

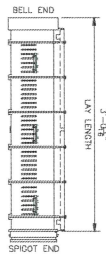
It is acceptable to change the Flume width from 2'-4" to 2'-0" with the following change in concrete fill. While the threaded dowel is existing in the base slab, the vertical should be tied but toward the opening to reduce the clear cover as much as possible.



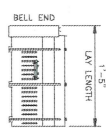
① MAKE-UP ANCHOR-RITE LP BLOCK™



② FLUME ANCHOR-RITE LP BLOCK™

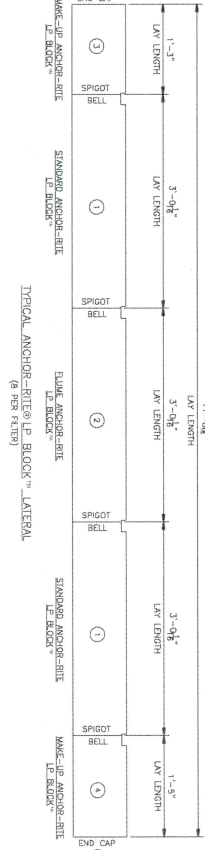
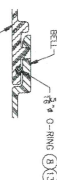


③ STANDARD ANCHOR-RITE LP BLOCK™



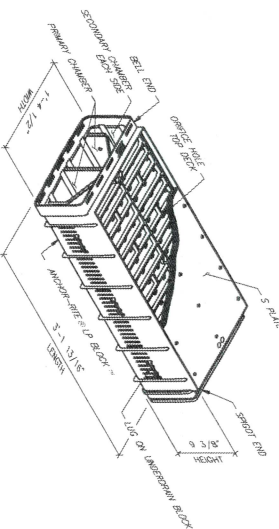
④ MAKE-UP ANCHOR-RITE LP BLOCK™

BELL & SPIGOT WITH O-RING DETAIL



TYPICAL ANCHOR-RITE® LP BLOCK™ LATERAL (8 PER FILTER)

BILL OF MATERIALS				REMARKS	
ITEM NO.	QTY	DESCRIPTION	UNIT	QUANTITY	
1	45070235	STANDARD ANCHOR-RITE LP BLOCK™	16	64	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
2	45072223	FLUME ANCHOR-RITE LP BLOCK™	8	32	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
3	45074222	MAKE-UP ANCHOR-RITE LP BLOCK™	8	32	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
4	45072224	MAKE-UP ANCHOR-RITE LP BLOCK™	8	32	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
5	45083939	ANCHOR U-BOLTS	7	28	316 S. STL.
6	45085146	1/2" O.D. BRASS	8	32	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
7	45085147	LP END CAP	16	64	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
8	45085234	LP O-RINGS	32	96	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
9	45085235	SPIGOT U.A.	16	64	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
10	45070301	6" WIDE BLOCK W/ 7/8" J-REDUCER, 4	1	4	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
11	45085877	CONCRETE ANCHORS 1/2" x 6 1/2"	4	8	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
12	45085327	LP BLOCK ASSEMBLY TOOL	1	1	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
13	45085343	GRABER BLUE LUBRICANT	1	1	DETAIL THIS DWG. 5 PLATE ATTACHED W/216 S. STL.
NOT BY DESIGN	NOT BY DESIGN	GREEN SAND			
NOT BY DESIGN	NOT BY DESIGN	ATTRACTIVE			
NOT BY DESIGN	NOT BY DESIGN	TOFFER SAND ES 0.80-1.20mm			



ANCHOR-RITE® LP BLOCK™ ISOMETRIC VIEW

REV	ECO	DESCRIPTION	DATE	BY	CHKD BY	APP'D BY
1		ISSUED FOR APPROVAL	09/09/2024	SS	LA	LA
2		REVISIONS	09/09/2024	SS	LA	LA

NAME	DATE
DESK BY SS	15NOV2024
CHKD BY LA	15NOV2024
APP'D BY LA	09/09/2024



DE NORA WATER TECHNOLOGIES, LLC

PROJECT NO. PQ.XC24016

CITY OF IRVINGWOOD, MI

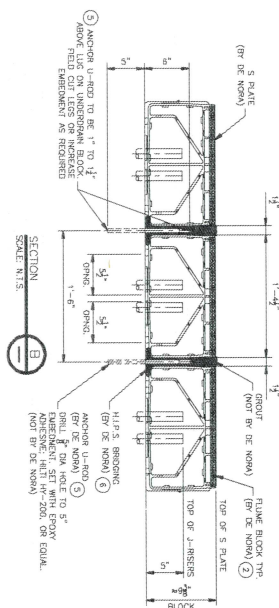
WATER TREATMENT PLANT - PHASE 2

(4) 12'-0" x 12'-0" FILTERS

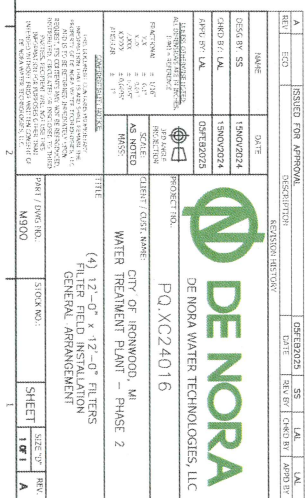
SECTION, DETAILS AND BILL OF MATERIALS

DATE: 09/09/2024

SHEET 1 OF 1



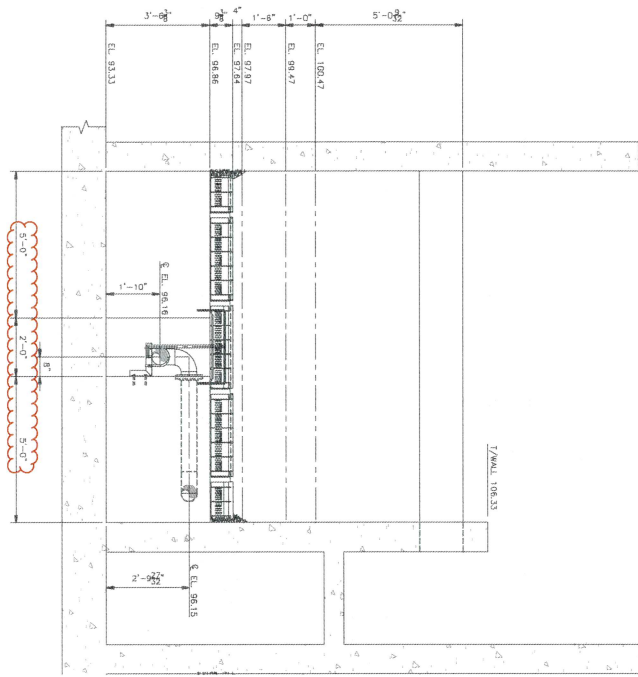
TYPICAL PLAN AT BOTTOM OF FILTER



- [illegible]

NEW PROPOSED ELEVATION

SCALE 1/2" = 1'-0"



1/2" = 1'-0"

A		ISSUED FOR APPROVAL		100% CD/24 SS		LAL	
REV	ECO	DESCRIPTION	DATE	REV BY	CONC BY	APPRO BY	
DATE		PROJECT HISTORY					
DESIGN BY: SS		15NOV2024					
CHECK BY: LAL		15NOV2024					
APPRO BY:							
DESIGN/REVISIONS							
REVISION							
PROJECT NO.		PQ.XC24016					
CLIENT / CONTACT		CITY OF IRONWOOD WIP					
TITLE		(4) 12'-0" x 12'-0" FILTERS					
PROJECT LOCATION		PROPOSED ELEVATION					
DRAWN BY: NGQA		SHEET NO.					
SHEET NO.		SHEET 1 OF 1					
SHEET 1 OF 1		REV.					



DE NORA WATER TECHNOLOGIES, LLC

PQ.XC24016

CITY OF IRONWOOD WIP

(4) 12'-0" x 12'-0" FILTERS

PROPOSED ELEVATION

SHEET 1 OF 1

REV.



PCI #COR0011

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 240143 - Ironwood Water Treatment Plant - Phase 2
N11451 Lake Road
Ironwood, MI 49938

Potential Change Item #COR0011

Electric Strikes

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2025-02-28
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Provide (5) HES 9600 electric strikes in 630/US32D finish for Doors 104A, 106A, 107A, 114A, and 112B.

Provide (1) Sargent 8873 Fail Safe/Secure 12v or 24v in US32D Finish for Door 105A.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Doors, Frames, Hardware	082001	M		LS	\$	\$4,739.00
Bond:						\$54.50
Self Perform Markup:						\$710.85
Grand Total:						\$5,504.35

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935

SIGNATURE

DATE

SIGNATURE

DATE



Email Quote

Date: February 27, 2025
To: Sam Platow

Total Pages: 1
From: Katelyn Popp
Phone: (920) 497-7100
(800) 672-6795 ext. 220701
E-mail: Katelyn.Popp@laforceinc.com

Company: CD Smith

**Re: IRONWOOD WTP PHASE 2
CO2 - Additional Materials**

LaForce Sales Order#: 2225320SO

Our price to provide the following materials:

For Openings 104A, 106A, 107A, 114A, 112B
(5) HES 9600 electric strikes in 630/US32D finish

**Doors that are called
for access control on
Drawing 01E105**

For Opening 105A
(1) SARGENT 8873 Fail Safe/Secure 12v or 24v in US32D finish

Total: \$4,739.00

**Vendor price for supplying Electric Strikes. With
CD Smith Markup, the total cost is \$5,504.35.
Access Control was included in base bid as
specified. Electric Strikes were missing from
Specifications/Drawings.**

Authorized by: _____

Company name: _____

Date: _____

This quote is subject to prompt acceptance within 30 calendar days from the date of this quote first noted above.
If not accepted by that date it may be withdrawn or modified by LaForce.



PCI #COR0012

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935
Phone: 1 920 924.2900

Project: 240143 - Ironwood Water Treatment Plant - Phase 2
N11451 Lake Road
Ironwood, MI 49938

Potential Change Item #COR0012

Filter Backwash Bypass Line Changes

To:	City of Ironwood 213 S Marquette Street Ironwood, MI 49938	From:	C.D. Smith Construction, Inc. 125 Camelot Drive Fond du Lac WI, 54935
Status:	Submitted-Not Proceeding/No Forecast	Created Date	2025-03-07
Schedule Impact:		OCO Number:	

POTENTIAL CHANGE ITEM SCOPE DESCRIPTION: *(The Contract Is Changed As Follows)*

Per RFP #5 -

Filter Backwash Bypass Line Changes:

- Increase 6"-BWS to 8"-BWS for backwash bypass line shown in Figure PR#05-01D402.
- Change reducer from 12"x6" to 12"x8", called out by keynote 11 on Figure PR#05-01D402.
- Increase manual gear operated butterfly valve from 6-inches to 8-inches shown by keynote 2 in Figure PR#05-01D402.
- Increase V-3575 from 6-inches to 8-inches and relocate directly following the 8-inch gear operated butterfly valve as shown in Figure PR#01-01D402 and noted in Figure PR#05400551-7 and -400552-3.
- Remove orifice plates from the design as previously noted by keynote 15 in Figure PR#05-01D402.

Changes to V-3575:

- Supply 8-inch Cla Val Model 90-01 KO-1 as outlined in Figure PR#01-400551-7 and -400552-3 instead of the 6-inch model 100-01KO as previously specified.

ATTACHMENTS:

Description	Cost Code	Category	Quantity	W/M	Rate	Final Amount
Process Piping	230000	S		LS	\$	\$27,439.00
Bond:						\$288.11
Subcontract markup:						\$1,371.95
Grand Total:						\$29,099.06

City of Ironwood
213 S Marquette Street
Ironwood, MI 49938

C.D. Smith Construction, Inc.
125 Camelot Drive
Fond du Lac WI, 54935



SIGNATURE

DATE

SIGNATURE

DATE

PROPOSAL REQUEST 5

Owner: City of Ironwood, MI

Project Name: Water Treatment Plant Phase 2

Proposal Request No.: 5

Contract Name and No.:

Contractor: C.D. Smith

Other Contracts Involved in Proposed Change:

TO CONTRACTOR: Please submit a complete Change Proposal for the proposed modifications described below. If the associated Change Proposal is approved, a Change Order or allowance authorization will be issued to authorize adjustment so the Contract. This Proposal Request is not a Change Order, Work Change Directive, Field Order, or an authorization to proceed with the proposed Work described below.

SCOPE OF PROPOSED CHANGE(S) IN THE WORK:

Filter Backwash Bypass Line Changes:

- Increase 6"-BWS to 8"-BWS for backwash bypass line shown in Figure PR#05-01D402.
- Change reducer from 12"x6" to 12"x8", called out by keynote 11 on Figure PR#05-01D402.
- Increase manual gear operated butterfly valve from 6-inches to 8-inches shown by keynote 2 in Figure PR#05-01D402.
- Increase V-3575 from 6-inches to 8-inches and relocate directly following the 8-inch gear operated butterfly valve as shown in Figure PR#01-01D402 and noted in Figure PR#05-400551-7 and -400552-3.
- Remove orifice plates from the design as previously noted by keynote 15 in Figure PR#05-01D402.

Changes to V-3575:

- Supply 8-inch Cla Val Model 90-01 KO-1 as outlined in Figure PR#01-400551-7 and -400552-3 instead of the 6-inch model 100-01KO as previously specified.

Attachments to this Proposal Request:

1. Figure PR#05-01D402, -400551-7, -400552-3

Proposal requested by: Josh Prusakiewicz (HDR)

Date: 2/24/25



TABLE A – ACTUATED VALVE SCHEDULE

Valve Tag Number	Description	Valve Size	Valve Type	Actuator Type	Function
V-3231	Filter 1 Raw Water Valve	10"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3232	Filter 2 Raw Water Valve	10"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3233	Filter 3 Raw Water Valve	10"	Butte Globe	Electric, 480 V, 3 PH	Open/Close
V-3234	Filter 4 Raw Water Valve	10"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3575	Supplemental Backwash Valve	8"	Anti-Cavitation	N/A	Modulating
V-3576	Backwash Supply Control Valve	12"	Butterfly	Electric, 480 V, 3 PH	Modulating
V-3331	Filter Effluent Valve - Filter 1	10"	Butterfly	Electric, 480 V, 3 PH	Modulating
V-3631	Backwash Waste Valve - Filter 1	16"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3531	Backwash Supply Valve - Filter 1	10"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3431	Airwash Valve - Filter 1	6"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3332	Filter Effluent Valve - Filter 2	10"	Butterfly	Electric, 480 V, 3 PH	Modulating
V-3632	Backwash Waste Valve - Filter 2	16"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3532	Backwash Supply Valve - Filter 2	10"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3432	Airwash Valve - Filter 2	6"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3333	Filter Effluent Valve - Filter 3	10"	Butterfly	Electric, 480 V, 3 PH	Modulating
V-3633	Backwash Waste Valve - Filter 3	16"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3533	Backwash Supply Valve - Filter 3	10"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3433	Airwash Valve - Filter 3	6"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3334	Filter Effluent Valve - Filter 4	10"	Butterfly	Electric, 480 V, 3 PH	Modulating
V-3634	Backwash Waste Valve - Filter 4	16"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3534	Backwash Supply Valve - Filter 4	10"	Butterfly	Electric, 480 V, 3 PH	Open/Close
V-3434	Airwash Valve - Filter 4	6"	Butterfly	Electric, 480 V, 3 PH	Open/Close

- 6) Flush accessories:
 - a) Blow off valve.
 - b) Clear water inlet valve.
 - c) Hose and quick connect coupling.

2.3 **AUTOMATIC CONTROL VALVES FOR WATER SERVICE** — Pressure Reducing Valves

A. Basic Valve:

1. Type:

- a. Diaphragm-actuated hydraulically operated.
 - 1) Acceptable manufacturers (Model as shown for specific valve):
 - a) Cla-Val, model **100-01KO** — **90-01K0-1**
 - b) Singer.
 - 2) Materials:
 - a) Body: Ductile iron.
 - b) Seat insert: Stainless steel.
 - c) Disc: Buna-N.
 - d) Diaphragm: Nylon fabric bonded with synthetic rubber.
 - 3) Design requirements: Do not use diaphragm as seating surface.

2. Design requirements:

- a. Size: **6** IN.
- b. Operating pressure:
 - 1) Maximum 300 PSI.
 - 2) Minimum 55 PSI.
- c. Flow range:
 - 1) Normal maximum **500** GPM. — **2200**
 - 2) Normal minimum **5** GPM. — **500**

B. Control:

1. Type:

- a. Anti-cavitation control:
 - 1) Inlet Pressure: 245 psi.
 - 2) Outlet pressure: 12 psi.
 - 3) Sliding cages or flow slots oriented to allow potential cavitation to dissipate.

C. Function: **Isolation** — **Pressure reduction**

D. Fabrication:

1. All necessary repairs and/or modifications, other than replacement of the main valve body, shall be possible without removing the valve from the pipeline.

2.4 ACCESSORIES

- A. Furnish any accessories required to provide a completely operable valve.

2.5 FABRICATION

- A. Completely shop assemble unit including any interconnecting piping, speed control valves, control isolation valves and electrical components.
- B. Provide internal epoxy coating suitable for potable water for all iron body valves in accordance with AWWA C550.

2.6 SOURCE QUALITY CONTROL

- A. Shop hydrostatically test to piping system test pressure.

2.7 MAINTENANCE MATERIALS

- A. Provide one set of any special tools or wrenches required for operation or maintenance for each type valve.



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

www.augustwinter.com

2323 N. Roemer Road
Appleton, WI 54911
PO Box 1896
Appleton, WI 54912-1896
P: (920) 739-8881
F: (920) 739-2230

5613 Schofield Ave.
Schofield, WI 54476
P: (715) 355-7555
F: (715) 355-9048

April 3, 2025

CD Smith
Rev 1

1

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: 88524 Ironwood WTP Phase II
Description: Emergency Back Wash Size Increase

Our change order price and breakdown follows:

August Winter

Material.....	\$	20,825
Labor**..... 24 hrs	\$	2,058
Direct Costs.....	\$	977
Subtotal.....	\$	23,860
Overhead.....	\$	3,579
Total.....	\$	27,439

Equipment

Total Equipment Costs.....	\$	-
Equipment Markup.....	\$	-
Total Equipment Costs w/overhead.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-

Total AWS/Subcontractor Costs.....	\$	27,439
Profit/Bond.....	\$	-

Change Order Total..... \$ 27,439

Time extension required is **2** days.

This quotation based upon acceptance within

30 days.

** Labor rate may include multiple trades with straight and premium time.

Exclusions: Wall Patching and Painting, Electrical Connections/ Changes

Derek Lewin

August Winter & Sons, Inc.

PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048

HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL

SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING

STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 871958

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Project/Job#: 88524 Ironwood WTP Phase II
Description: Emergency Back Wash Size Increase

Date: 4/3/2025

Change Order #: 1

MATERIAL

Material Credit w/restocking	(43560.00)
Material ADD	\$ 63,206.00
Sales Tax	6.0%	\$ 1,178.76

Material Subtotal \$ 20,825

LABOR

General Foreman Hours	0.00	@	\$ -	\$ -
Foreman Hours	5.00	@	\$ 88.78	\$ 443.90
Field Plumber/Fitter Hours - REG	19.00	@	\$ 84.95	\$ 1,614.05
Field Plumber/Fitter Hours - OT	0.00	@	\$ -	\$ -
Field Tinner Hours - REG	0.00	@	\$ -	\$ -
Field Tinner Hours - OT	0.00	@	\$ -	\$ -
Shop Hours	0.00	@	\$ -	\$ -
Operator Hours	0.00	@	\$ 88.56	\$ -

Labor Subtotal \$ 2,058

DIRECT COSTS

Payroll Taxes + Insurance (WC and Liability)	30.0% of Labor	\$ 617.39
Subsistence		\$ 360.00

Subtotal \$ 977

Total Contractor Costs	\$ 23,860
Overhead	15.0% \$ 3,579
Subtotal Contractor Costs	\$ 27,439

Equipment	0.00 Hours @	\$ -	\$ -
	0.00 Hours @	\$ -	\$ -
	0.00 Hours @	\$ -	\$ -
	0.00 Hours @	\$ -	\$ -
	0.00 Hours @	\$ -	\$ -
	0.00 Hours @	\$ -	\$ -

Subtotal \$ -

Equipment Overhead	15.0% \$ -
Subtotal Equipment Costs	\$ -

SUBCONTRACTS

.....	\$ -
.....	\$ -
.....	\$ -
.....	\$ -

Total Subcontractor Costs	\$ -
Subcontractor Overhead	10.0% \$ -
Subtotal Subcontractors Costs	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 27,439
Profit	0.0% \$ -
Bond	0.0% \$ -
Total Amount Of Change	\$ 27,439

Time extension required is 2 days. This quotation based upon acceptance within 30 days.

Exclusions: Wall Patching and Painting, Electrical Connections/ Changes

NOTE: This change order does not address impact costs on base contract.

Contractor's Application for Payment No.

4

Application Period: 3/1/2025 to 3/31/2025		Application Date: 3/31/2025
To (Owner): CITY OF IRONWOOD	From CD Smith Construction 125 Camelot Drive Fond Du Lac, WI 54935	Via (Engineer): HDR
Project: WATER TREATMENT PLANT - PHASE 2	Contract:	
Owner's Contract No.:	Contractor's Project No.: 240143	Engineer's Project No.: 10392842

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions
1		\$250,800.00
2	\$51,800.00	
3	\$76,303.25	
4		\$15,318.00
TOTALS	\$128,103.25	\$266,118.00
NET CHANGE BY CHANGE ORDERS		-\$138,014.75

1. ORIGINAL CONTRACT PRICE..... \$ \$10,084,625.00
2. Net change by Change Orders..... \$ -\$138,014.75
3. Current Contract Price (Line 1 ± 2)..... \$ \$9,946,610.25
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ \$799,039.80
5. RETAINAGE:
 - a. 5% X \$799,039.80 Work Completed..... \$ \$39,951.99
 - b. 5% X Stored Material..... \$ \$0.00
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$ \$39,951.99
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ \$759,087.81
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ \$533,691.95
8. AMOUNT DUE THIS APPLICATION..... \$ \$225,395.86
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$ \$9,187,522.44

Contractor's Certification

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

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents

Contractor Signature

By: *Armand Palawa*

Date:

4/4/2025

Payment of: \$

225,395.86

(Line 8 or other - attach explanation of the other amount)

is recommended by:



(Engineer)

(Date)

Payment of: \$

(Line 8 or other - attach explanation of the other amount)

is approved by:

(Owner)

(Date)

Approved by:

Funding or Financing Entity (if applicable)

(Date)

[illegible]



To: Mayor Corcoran and City Commission

From: Jennifer Jacobson, City Clerk

Date: April 11, 2025

Meeting Date: April 14, 2025

Re: Resolution #025-007 to Rescind Resolution #025-001 and Resolution #025-008 to Rescind Resolution #025-002

While working with the City Attorney and the Attorney General's (AG) Office to stagger City Commission terms and shift the election cycle from odd to even years, the City was initially advised that both changes required Charter Amendments. However, upon the AG's review of the submitted resolutions, it was clarified that only the change to term lengths requires a Charter Amendment. The election cycle change can be made by Commission Resolution.

As a result, the City must rescind the previous resolutions and restart the process with a single Charter Amendment resolution addressing term staggering.

To formally rescind a resolution, a new resolution must be adopted. City Attorney Tim Dean and the Assistant Attorney General (AAG) recommend that the Commission adopt two new resolutions at this meeting to rescind the prior actions. Once we forward to the Governor and AG's Office, two updated resolutions will be brought forward at a future meeting: one to change the election year (no Charter Amendment required), and one to adopt ballot language for staggering Commission terms and modifying term lengths.

**RESOLUTION #025-007
CITY OF IRONWOOD
RESOLUTION RESCINDING RESOLUTION #025-001**

At a Regular Meeting of the Ironwood City Commission, duly held on April 14, 2025, in the Commission Chambers of the Municipal Memorial Building, Ironwood, Michigan, the following Resolution was offered by Commissioner _____, supported by Commissioner _____.

RESOLUTION RESCINDING RESOLUTION #025-001, PROPOSING A CHARTER AMENDMENT TO SECTION 3.5(A) AND SECTION 8.4, OF THE CITY OF IRONWOOD CHARTER, APPROVING BALLOT LANGUAGE TO CHANGE NON-PARTISAN ODD YEAR ELECTIONS TO EVEN YEAR ELECTIONS BY REPLACING THE WORDING OF SECTION 3.5(a) AND SECTION 8.4 TO STATE: 'The elective officers of the City shall be five (5) City Commissioners, serving staggered four-year terms, elected at a non-partisan regular City election, which shall be held on the first Tuesday after the first Monday in November in each even numbered year.' *Note: The adoption of this Proposed Amendment No. 1 is conditioned on the adoption by the voters of Proposed Charter Amendment No. 2 at this election.*

WHEREAS, the City on February 10, 2025, adopted Resolution #025-001, which set forth a ballot proposal Charter amendment to Section 3.5(a) and Section 8.4, which would change the City Elections from non-partisan odd year to even year Elections.

WHEREAS, the City desires to rescind Resolution #025-001 in its entirety.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Ironwood, Michigan, that Resolution #025-001 be officially rescinded, and such notice of rescission shall be provided to the Governor's Office, the Michigan Attorney General, and the Gogebic County Clerk.

Upon roll call vote the following voted:

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Kim Corcoran, Mayor

I, Jennifer Jacobson, the duly appointed City Clerk of the City of Ironwood, Michigan, do hereby certify that the foregoing is a true copy of a Resolution adopted by the City Commission of the City of Ironwood at its Regular Meeting on April 14, 2025.

Jennifer Jacobson, City Clerk

RESOLUTION #025-008
CITY OF IRONWOOD
RESOLUTION RESCINDING RESOLUTION #025-002

At a Regular Meeting of the Ironwood City Commission, duly held on April 14, 2025, in the Commission Chambers of the Municipal Memorial Building, Ironwood, Michigan, the following Resolution was offered by Commissioner _____, supported by Commissioner _____.

RESOLUTION RESCINDING RESOLUTION #025-002, PROPOSING A CHARTER AMENDMENT TO SECTION 3.5(b), OF THE CITY OF IRONWOOD CHARTER, APPROVING BALLOT LANGUAGE TO ALLOW STAGGERED FOUR-YEAR COMMISSIONER TERMS INSTEAD OF THE CURRENT TWO-YEAR TERMS BY REPLACING THE WORDING OF SECTION 3.5(b) WITH: 'The terms of Office of City Commissioner shall be four years and staggered commencing the first regular meeting following a Commission Election. Transition to staggered terms shall be accomplished by the top three vote getters in the next Election (November 2025) receiving three-year terms. The next two vote getters shall receive one-year terms. At the following Election (November 2026) the top two vote getters will receive four-year terms.' Note: The adoption of this Proposed Amendment No. 2 is conditioned on the adoption by the voters of Proposed Charter Amendment No. 1 at this election.

WHEREAS, the City on February 10, 2025, adopted Resolution #025-002, which set forth a ballot proposal Charter amendment to Section 3.5(b), which would change the Terms of City Commissioners from two-year terms to four-year staggered terms.

WHEREAS, the City desires to rescind Resolution #025-002 in its entirety.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Ironwood, Michigan, that Resolution #025-002 be officially rescinded, and such notice of rescission shall be provided to the Governor's Office, the Michigan Attorney General, and the Gogebic County Clerk.

Upon roll call vote the following voted:

YEAS:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED.

Kim Corcoran, Mayor

I, Jennifer Jacobson, the duly appointed City Clerk of the City of Ironwood, Michigan, do hereby certify that the foregoing is a true copy of a Resolution adopted by the City Commission of the City of Ironwood at its Regular Meeting on April 14, 2025.

Jennifer Jacobson, City Clerk

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



Phone: (906) 932-5050
Fax: (906) 932-5745
www.ironwoodmi.gov

MEMO

To: Mayor Corcoran and the City Commission

From: Tom Bergman, Community Development Director

Date: April 11, 2025

Meeting Date: April 14, 2025

Re: Pat O'Donnell Civic Center permanent access easement with Gogebic Community College

Background

The City applied for a DNR Land and Water Conservation Grant for a new Ice Making Plant at the Civic Center back in April 2024. Currently the Civic Center project has been recommended for funding by the DNR. The DNR will be submitting the application to the Dept. of Interior for final approval. One of the requirements is that the City has permanent access to the Civic Center to a public road. Last Fall the City signed a Letter of Intent with GCC to execute an easement for permanent access to the Civic Center upon receipt of the DNR grant. An executed easement is required for the Department of interior review.

Attached is the October 2024 Letter of Intent, the easement, and the Access Easement Agreement for permanent access to the Civic Center via GCC Drive. Upon execution by both parties, the easement and the Access Easement Agreement will be filed at the County Courthouse.

Recommendation

Motion to approve access easement agreement on GCC Drive to access the Civic Center and allow the Mayor to sign all applicable documents.



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



LETTER OF INTENT

DATE: October 7, 2024

Background: The City of Ironwood has applied for Michigan Dept. of Natural Resources Land and Water Conservation Grant to help fund a new ice making plant for the Pat O'Donnell Civic Center Ice Arena. One of the requirements of the grant is that the City has permanent access to the Civic Center from a public road. The entrance to the Civic Center Parking Lot is off of GCC Drive, which is a private road owned by Gogebic Community College. The City is requesting a permanent easement along GCC Drive that will be executed upon approval of a MDNR Land and Water Conservation Grant for the Ice Making Plant.

Attached to this Letter of Intent is a draft survey and description of the easement describing this request. The purpose of this Letter of Intent is to show commitment by Gogebic Community College and the City of Ironwood to execute the attached draft easement within 60 days of approval of the Land and Water Conservation Grant Application.

Signatures by both parties below represent approval by each entity of this intent.

City of Ironwood

Paul Anderson
Name

[Signature]
Signature

City Manager
Title

10/14/24
Date

Gogebic Community College

Chad Lashua
Name

[Signature]
Signature

VP of Business Services
Title

10/29/2024
Date

ACCESS EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT, is hereby made this _____ day of _____, 2025, by and between GOGEBIC COMMUNITY COLLEGE, a municipal corporation with address of E4946 Jackson Road, Ironwood, MI 49938 ("GCC") and the CITY OF IRONWOOD, a Michigan municipal corporation with address of 213 S. Marquette Street, Ironwood, MI 49938 ("City").

WHEREAS, City owns the Pat O'Donnell Civic Center area complex ("Civic Center") which provides year around indoor sports, conventions, and other related facilities for use by the public;

WHEREAS, City also owns the real property upon which the Civic Center is situated;

WHEREAS, the Civic Center is located on GCC's campus;

WHEREAS, GCC owns GCC Drive;

WHEREAS, City desires a permanent access for ingress to and egress from the Civic Center from a public road. Said easement is shown on the legal description and map attached as Exhibit A;

WHEREAS, GCC is willing to grant City such an easement.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. GCC hereby grants to City a perpetual nonexclusive easement (the "Easement") as described in Exhibit A for the purpose of ingress to and egress from

the Civic Center.

2. The easement shall be appurtenant to the Civic Center and shall run with the land.

The parties hereto, by their signatures below, have executed this Easement Agreement as of the date first above-written.

GOGEBIC COMMUNITY COLLEGE

By: CHAD LASHUA
Its: Vice President of Business Services

CITY OF IRONWOOD

By: KIM CORCORAN
Its: Mayor

By: JENNIFER JACOBSON
Its: City Clerk

This instrument drafted by:

Timothy M. Dean (P27911)
204 Harrison Street
Ironwood, MI 49938
906-932-4010

ACCESS EASEMENT DESCRIPTION

AN ACCESS EASEMENT LOCATED IN PART OF THE WEST HALF OF THE NORTHEAST QUARTER, SECTION 15, TOWNSHIP 47 NORTH, RANGE 47 WEST, IRONWOOD TOWNSHIP, GOGEBIC COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

A 33.00 FOOT WIDE ACCESS EASEMENT BEING 16.5 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE;

COMMENCING AT THE EAST QUARTER CORNER OF SECTION 15; THENCE N03°51'36"E ALONG THE EAST LINE OF SECTION 15, A DISTANCE OF 1414.20 FEET; THENCE N90°00'00"W, A DISTANCE OF 1305.24 FEET TO A POINT ON THE EAST ONE-SIXTEENTH LINE OF SECTION 15 BEING THE POINT OF BEGINNING OF THE ACCESS EASEMENT CENTERLINE;

THENCE S82°50'37"W, A DISTANCE OF 75.01 FEET; THENCE S67°19'14"W, A DISTANCE OF 20.16 FEET; THENCE S02°30'48"E, A DISTANCE OF 29.65 FEET; THENCE S04°02'22"W, A DISTANCE OF 28.27 FEET TO A CURVE CONCAVE TO THE NORTHWEST WITH A RADIUS OF 98.50 FEET; THENCE SOUTHWESTERLY ALONG THE CURVE WHOSE CHORD OF 122.48 FEET BEARS S42°28'48"W, AN ARC DISTANCE OF 132.17 FEET; THENCE S80°55'14"W, A DISTANCE OF 143.59 FEET TO A CURVE CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 260.00 FEET; THENCE SOUTHWESTERLY ALONG THE CURVE WHOSE CHORD OF 124.57 FEET BEARS S67°03'38"W, AN ARC DISTANCE OF 125.79 FEET; THENCE S53°12'03"W, A DISTANCE OF 16.10 FEET TO A CURVE CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 713.00 FEET; THENCE SOUTHWESTERLY ALONG THE CURVE WHOSE CHORD OF 227.85 FEET BEARS S44°00'24"W, AN ARC DISTANCE OF 228.83 FEET; THENCE S34°48'45"W, A DISTANCE OF 3.59 FEET; THENCE S31°16'56"W, A DISTANCE OF 105.51 FEET TO A CURVE CONCAVE TO THE SOUTHEAST WITH A RADIUS OF 69.00 FEET; THENCE SOUTHEASTERLY ALONG THE CURVE WHOSE CHORD OF 50.73 FEET BEARS S09°42'51"W, AN ARC DISTANCE OF 51.95 FEET; THENCE S11°51'15"E, A DISTANCE OF 42.31 FEET; THENCE N29°46'24"E, A DISTANCE OF 46.02 FEET; THENCE N39°21'11"E, A DISTANCE OF 82.20 FEET; THENCE N52°41'09"E, A DISTANCE OF 50.46 FEET TO THE WESTERLY LINE OF OUTLOT 1 OF CERTIFIED SURVEY MAPS LIBER 686, PAGE 584 BEING THE POINT OF ENDING OF THE ACCESS EASEMENT CENTERLINE DESCRIPTION.

EXCEPTING OUT ANY PART LYING WITHIN CERTIFIED SURVEY MAP LIBER 686, PAGE 584.

EASEMENT SIDELINES LENGTHEN OR SHORTEN AT THE EAST ONE-SIXTEENTH LINE OF SECTION 15 AND THE WEST LINE OF OUTLOT 1 OF CERTIFIED SURVEY MAP LIBER 686, PAGE 584 AS EXTENDED.

ACCESS FOR THIS ROUTE FROM THE WEST END OF GCC COUNTY ROAD RIGHT OF WAY, TO THE WEST LINE OF OUTLOT 1 OF CERTIFIED SURVEY MAP LIBER 686, PAGE 584, WILL REMAIN IN EFFECT IN PERPETUITY EVEN IF ROUTE OF THE ACCESS DRIVE IS REROUTED DUE TO FUTURE CONSTRUCTION, I.E. - IF A NEW CHALET BUILDING IS BUILT AND THE DRIVEWAY IS REROUTED AROUND THE NEW CHALET BUILDING, THE ACCESS EASEMENT WILL STILL REMAIN IN EFFECT IN ITS NEW LOCATION.

SUBJECT TO ANY AND ALL RESTRICTIONS, RESERVATIONS, RIGHT-OF-WAY, EASEMENTS AND PRIOR GRANTS OF RECORD OR FACT.

EASEMENT PARCEL CONTAINS 39001.98 SQUARE FEET, MORE OR LESS. (0.90 ACRES, MORE OR LESS)

SHEET 2 OF 2

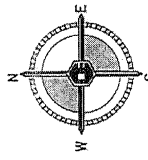
EXHIBIT A



EASEMENT SURVEY MAP

PREPARED FOR:
CITY OF IRONWOOD
213 S. MARQUETTE STREET
IRONWOOD, MI. 49938

PART OF THE WEST HALF OF THE NORTHEAST QUARTER,
SECTION 15, TOWNSHIP 47 NORTH, RANGE 47 WEST,
IRONWOOD TOWNSHIP, GOGEBIC COUNTY, MICHIGAN.



1 inch = 150 ft.
BEARINGS BASED ON:
MICHIGAN STATE PLANE
COORDINATE SYSTEM, NORTH
ZONE, INTERNATIONAL FEET, WITH
REFERENCE TO THE EAST LINE OF
SECTION 15 BEING N03°51'36"E.

LINE TABLE

- L1 = S82°50'37"W 75.01'
- L2 = S67°19'14"W 20.16'
- L3 = S02°30'48"E 29.65'
- L4 = S04°02'22"W 28.27'
- L5 = S53°12'03"W 16.10'
- L6 = S34°48'45"W 3.59'
- L7 = S11°51'15"E 42.31'
- L8 = N29°46'24"E 46.02'
- L9 = N39°21'11"E 82.20'
- L10 = N52°41'09"E 50.46'

NW1/4 - NE1/4

P.O.B.
ACCESS
EASEMENT

G.C.C.
LANDS

GOCC ROAD
PUBLIC ROAD

N. 1/16TH LINE

C1 - CURVE DATA
L = 132.17' R = 98.50'
CHD BRG = S42°28'48"W
CHD = 122.48'

C3 - CURVE DATA
L = 228.83' R = 713.00'
CHD BRG = S44°00'24"W
CHD = 227.85'

E. 1/16TH LINE

C2 - CURVE DATA
L = 125.79' R = 260.00'
CHD BRG = S67°03'38"W
CHD = 124.57'

C4 - CURVE DATA
L = 51.95' R = 69.00'
CHD BRG = S09°42'51"W
CHD = 50.73'

G.C.C.
LANDS

CENTERLINE 33'
WIDE ACCESS
EASEMENT

SW1/4 - NE1/4

P.O.E.
ACCESS
EASEMENT

G.C.C.
LANDS

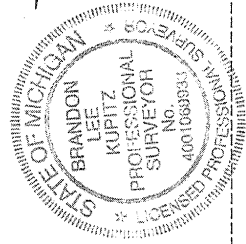
OUTLOT 1

CITY OF IRONWOOD
CIVIC CENTER
LOT 1

C.S.M. LIBER 686, PAGE 584

NOTES:
1. THE RELATIVE POSITIONAL PRECISION OF EVERY CORNER
MEET THE STANDARD PRACTICE OF PROFESSIONAL SURVEYING.

Northeast Corner
Section 15 T47N-R47W
Found PK Nail
Recorded LCRC L. 5, Pg. 115



N90°00'00"W
1305.24'

1414.20'
N03°51'36"E

SECTION LINE

15 14

East Quarter Corner
Section 15 T47N-R47W
Found Pin in Mont Box
Recorded LCRC L. 6, Pg. 301

CERTIFICATE OF SURVEY

I HEREBY CERTIFY TO:
CITY OF IRONWOOD
THAT A SURVEY ON THE PARCEL DESCRIBED
HEREON WAS MADE UNDER MY RESPONSIBLE
DIRECTION AND SUPERVISION. THE SURVEY
COMPLIES WITH THE REQUIREMENTS OF
SECTION 3, ACT 132 P.A. 1970. THE ERROR OF
CLOSURE IS NOT GREATER THAN 1 IN 10,000.

Brandon L. Kupitz 4/9/25
BRANDON L. KUPITZ, P.S. NO. 4001068933 DATE

NOTES:
1. THE RELATIVE POSITIONAL PRECISION OF EVERY CORNER
MEET THE STANDARD PRACTICE OF PROFESSIONAL SURVEYING.

COLEMAN ENGINEERING COMPANY
635 CIRCLE DRIVE • IRON MOUNTAIN, MI 49801 • PHONE: 906-774-3440
200 EAST AYER STREET • IRONWOOD, MI 49938 • PHONE: 906-932-5048



To: Mayor Corcoran and City Commission

From: Paul Linn, Finance Director/Treasurer

Date: 03/28/2025 **Meeting Date:** 04/14/2025

Re: Defined Benefit Plan Adoption Agreement Amendments

In 2024, it was discovered that the Municipal Employees' Retirement System (MERS) Defined Benefit Plan Adoption Agreements did not reflect City Ordinance No 458, Book 4, an ordinance to amend the provision of the City of Ironwood General Employees' Retirement System. This ordinance amended the pension compensation calculation for AFSCME Union and Non-Union employees hired after July 1, 2006. Per this ordinance, for employees hired on or after July 1, 2006, compensation shall not include lump sum distributions for accumulated sick and vacation pay. The attached amendments are for five (5) of our pension divisions and bring our MERS plan documents in line with the ordinance. The current AFSCME Union contract contains the same language as the ordinance referenced above.

It is recommended that the Defined Benefit Plan Adoption Agreement Amendments be approved.



Defined Benefit Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name _____ **Municipality #:** _____

If new to MERS, please provide your municipality's fiscal year: _____ through _____.
Month Month

II. Effective Date

Check one:

A. ☐ If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20__.

☐ This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

- ☐ All prior service from date of hire
- ☐ Prior service proportional to assets transferred; all service used for vesting
- ☐ Prior service and vesting service proportional to assets transferred
- ☐ No prior service but grant vesting credit
- ☐ No prior service or vesting credit

☐ Link this new division to division number _____ for purposes of determining contributions (Unless otherwise specified, the standard transfer/rehire rules apply)

B. ☐ If this is an **amendment** of an existing Adoption Agreement (Defined Benefit division number _____), the effective date shall be the first day of ____/20__ (mm/yy). *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

C. ☐ If this is a **temporary benefit** (Defined Benefit division number(s) _____), select one of the following:

☐ This is a **temporary Benefit Window** with a duration of 2-6 months. Effective dates are from ____/01/____ through the last day of ____/20__ (mm/yy). Complete provisions as applicable under Section IV of this form.

☐ This is a **temporary Lump Sum Buyout Program** for terminated vested participants with a duration of 6-24 months. Effective dates are from ____/01/____ through the last day of ____/20__ (mm/yy). Payout will reflect ____% (1-100%) of the participant's present value of accrued benefit. For example, if 40% is used, the payout will be 40% of the present value of the benefit. This percentage cannot be changed once adopted.

Defined Benefit Plan Adoption Agreement

- D. ☐ If this is to **separate employees from an existing Defined Benefit division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- E. ☐ If this is to merge division(s) _____ into division(s) _____, the effective date shall be the first of _____, 20____.
- F. ☐ If this is an amendment to close Defined Benefit division(s) # _____, with new hires, rehires, and transfers going into an **existing** Defined Benefit division # _____, the effective date shall be _____ (month/year).

Note: Closing this Defined Benefit division(s) will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation.

(The amount may be adjusted for any benefit modifications that may have taken place since then).

- G. ☐ If this is to close Defined Contribution or Hybrid division # _____ with its current and/or future active participants enrolling in existing DB division # _____ (previously closed, now re-opened), the effective date shall be the first of _____, 20____.

Please complete all subsequent sections of this Defined Benefit Adoption Agreement (including all provisions in effect) and the [Addendum for Plan Freeze, Closure and Conversions](#).

- H. ☐ If this is to close Defined Contribution or Hybrid division # _____ with its current and/or future active participants enrolling in a new Defined Benefit division, the effective date shall be the first of _____, 20____.

Please complete all subsequent sections of this Defined Benefit Adoption Agreement (including all provisions in effect) and the [Addendum for Plan Freeze, Closure and Conversions](#).

Defined Benefit Plan Adoption Agreement

III. Plan Eligibility

Division Title: _____

Only those employees eligible for MERS membership may participate in the MERS Defined Benefit Plan. If an employee classification is **included** in the plan, then employees that meet this definition will receive service credit if they work the required number of hours to meet the service credit qualification defined below. All eligible employees must be reported to MERS. Please describe the specific classifications that are eligible for MERS within this division:

(For example: e.g., Full-time employees, Clerical staff, Union Employees participating in XXXX union)

This Division includes **public safety employees** (this information is used for actuarial purposes only. It does not relate to the additional tax for early distribution): ☐ Yes ☐ No

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
Temporary Employees: Those who will work for the municipality fewer than _____ months in total	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Part-Time Employees: Those who regularly work fewer than _____ per _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seasonal Employees: Those who are employed for tasks that occur at specific times of the year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Voter-Elected Officials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appointed Officials: An official appointed to a voter-elected office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contract Employees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	
Other 2: _____	<input type="checkbox"/>	<input type="checkbox"/>	

Probationary Periods (select one):

- ☐ Service will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, the employer will not report or provide service. Service will begin to accrue and contributions must be reported when the Probationary Period ends.

The probationary period will be _____ month(s).

Comments:

- ☐ Service will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.

Defined Benefit Plan Adoption Agreement

IV. Provisions

1. Service Credit Qualification

To clarify how eligible employees earn service credit, please indicate how many hours per month an eligible employee needs to work. For example, if you require 10 eight-hour days, this would be 80 hours per month. If an *hours and days* has been previously defined (like 10 seven-hour days), stating “70 hours” will be required. Employees must meet the definition of Plan Eligibility in order to earn service credit under the plan.

To receive one month of service credit, an employee shall work (or be paid for as if working) _____ hours in a month.

2. Leaves of Absence

Indicate by checking the boxes below, whether the potential for service credit will be allowed if an eligible employee is on one of the following types of leave, regardless of meeting the service credit qualification criteria.

Regardless whether an eligible employee is awarded service credit while on the selected type(s) of leave:

- MERS will skip over these months when determining the FAC amount for benefit calculations.
- Third-party wages **are not** reported for leaves of absence.
- Employers **are not** required to remit employer contributions based on leaves of absence when no wages are paid by the employer.
- For **contributory divisions**, employee contributions are required where service credit is granted and due at the time of monthly wage and contribution reporting. Employers may use the following formula to calculate employee contributions: the employee’s current hourly rate (prior to leave), multiplied by service credit qualification (hours) multiplied by employee contribution. For example, if employees’ hourly rate is \$20, the division requires 120 hours to obtain service credit, and employee contributions are 5%, the calculation will look like: \$20/hour X 120 X .05 = \$120 in employee contribution for that leave month. Employers may use another internal formula, if they choose and MERS will make note of it.

If an alternative formula is going to be used, please describe that here:

Type of Leave	Service Credit Granted	Service Credit Excluded
Short-Term Disability	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Disability	<input type="checkbox"/>	<input type="checkbox"/>
Workers’ Compensation	<input type="checkbox"/>	<input type="checkbox"/>
Unpaid Family Medical Leave Act (FMLA)	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____ For example, sick and accident, administrative, educational, sabbatical, etc.	<input type="checkbox"/>	<input type="checkbox"/>
Other 2: _____ Additional leave types as above	<input type="checkbox"/>	<input type="checkbox"/>

Leaves of absence due to military service are governed by the Federal *Uniformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37). Military reporting requires historical wage and contribution reporting for Defined Benefit as applicable.

Defined Benefit Plan Adoption Agreement

3. Definition of Compensation

The Definition of Compensation is used to calculate a participant's final average compensation and is used in determining both employer and employee contributions. Wages paid to employees, calculated using the elected definition, must be reported to MERS.

Select your Definition of Compensation:

- ☐ Base Wages ☐ Box 1 Wages of W-2 ☐ Gross Wages
☐ Custom Definition

Click here to view details of Base, Box 1, and Gross Wages

(To customize your definition, please complete the [Custom Definition of Compensation Addendum](#).)

V. Valuation-Required Provisions

Valuation Date: _____, 20____

1. Review the valuation results

It is recommended that your MERS representative presents and explains the valuation results to your municipality before adopting. Please choose one:

- ☐ Our MERS representative presented and explained the valuation results to the _____ on _____.
(Board, Finance Cmte, etc.) (mm/dd/yyyy)
- ☐ As an authorized representative of this municipality, I _____ (Name)
_____ (Title) waive the right for a presentation of the results.

This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary that sets contribution rates.

Annually, the MERS actuary will conduct an actuarial valuation to determine the employers' contribution rates. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

Defined Benefit Plan Adoption Agreement

2. **Benefit Multiplier** (1%-2.5%, increments of 0.05%) _____ % (max 80% for multipliers over 2.25%)

☐ Check here if multiplier will be effective for existing active members' future service only (Bridged Benefit as of effective date on page 1)

If checked, select one below:

☐ Termination Final Average Compensation (calculated over the members entire wage history)

☐ Frozen Final Average Compensation (FAC is calculated twice, once for the timeframe that matches the original multiplier, and once for the new multiplier)

3. **Final Average Compensation** (Min 3 yr, increments of 1 yr) _____ years

4. **Vesting** (5 -10 yrs, increments of 1 yr) _____ years

5. **Normal Retirement Age** will be the later of: _____ (any age from 60-70), or the vesting provision selected above (#4).

6. **Required employee contribution** (Increments of 0.01%) _____ %

7. **Unreduced Early Retirement/Service Requirements:**

☐ Age 50 – 54 _____ Service between 25 and 30 years _____

☐ Age 55 – 65 _____ Service between 15 and 30 years _____

☐ Service only (must be any number from 20 – 30 years accrued service): _____

☐ Age + Service Points (total must be from 70 – 90): _____ points

8. **Other**

☐ Surviving Spouse will receive 50% of Straight Life benefit without a reduction to the employees' benefit (also known as an RS50)

☐ Duty death or disability enhancement (add up to additional 10 years of service credit not to exceed 30 years of service)

☐ Deferred Retirement Option Program (DROP) – If selected, complete the following:

• Credited interest rate: _____ % (please select either 0 or 3%)

• The employer, if selected, will delay a Cost of Living Adjustment (COLA) during the DROP period (skip if not applicable): ☐ Yes ☐ No

• Credited payment percentage will be: _____ % (enter a number from 1-100% in increments of 1%) throughout the duration of the DROP period.

Defined Benefit Plan Adoption Agreement

- ☐ Annuity Withdrawal Program (AWP)
Calculation of the actuarial equivalent of the lump sum distribution made under AWP will be done using:
☐ Interest rate for employee contributions as determined by the Retirement Board, or
☐ MERS' assumed rate of return as of the date of the distribution.

9. Cost-of-Living Adjustment

<input type="checkbox"/> All current retirees as of effective date <input type="checkbox"/> Retirees who retire between ____/01/____ and ____/01/____	<input type="checkbox"/> Future retirees who retire after effective date
Increase of ____% or \$____ per month	Increase of ____% or \$____ per month
Select one: <input type="checkbox"/> Annual automatic increase <input type="checkbox"/> One-time increase	<input type="checkbox"/> Annual automatic increase
Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding	Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding
Employees must be retired ____ months (6-12 months, increments of 1 month)	Employees must be retired ____ months (6-12 months, increments of 1 month)

- ☐ Check here if the existing COLA will be bridged for active participants as of the effective date selected on this form. Benefits accrued for service after the effective date will have no COLA increase applied.

10. Service Credit Purchase Estimates are:

- ☐ Not permitted
☐ Permitted

VI. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Benefit Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Benefit Plan Adoption Agreement, the provisions of the Plan Document control.

VII. Modification Of The Terms Of The Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

Defined Benefit Plan Adoption Agreement

VIII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency.
4. The Employer acknowledges that wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference.
5. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. The Employer acknowledges that changes to the Employer's MERS Defined Benefit Plan must be made in accordance with the MERS Plan Document and applicable law, and agrees that MERS will not administer any such changes unless the MERS Plan Document and applicable law permit same, and MERS is capable of administering same.

IX. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by _____ on
the ____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

Customized Definition of Compensation Addendum

(MERS Defined Benefit, Defined Contribution, Hybrid, or 457)

1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

If you choose to customize your Definition of Compensation as part of your MERS plan provisions, you must select boxes in each section you would like to include. You will be responsible for additional reporting details to track custom definitions.

Types of Compensation

Regular Wages (paid time, or time as though working, within the pay period)

☐ Salary or hourly wage X hours

☐ PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)

☐ On-call pay

☐ Other: _____

Other Wages apply: YES ☐ NO ☐

☐ Shift differentials

☐ Overtime

☐ Severance issued over time (weekly/bi-weekly)

☐ Other: _____

Lump Sum Payments apply: YES ☐ NO ☐ (check all that apply)

☐ PTO (Paid Time Off)

☐ Vacation

☐ Personal

☐ Longevity

☐ Bonuses

☐ Merit pay

☐ Sick payouts

Removing lump sums previously selected

☐ Comp time

☐ Annual holiday pay

☐ Hazard pay

☐ Job certifications

☐ Educational degrees

☐ Moving expenses

☐ Severance

☐ Other: _____

Taxable Payments apply: YES ☐ NO ☐

☐ Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)

☐ Prizes, gift cards

☐ Personal use of a company car

☐ Car allowance

☐ Other: _____

Reimbursement of Nontaxable Expenses (as defined by the IRS) apply: YES ☐ NO ☐

☐ Gun, tools, equipment, uniform

☐ Phone

☐ Fitness

☐ Mileage reimbursement

☐ Travel through an accountable plan (i.e. tracking mileage for reimbursement)

☐ Other: _____

Types of Deferrals

Elective Deferrals of Employee Premiums/Contributions apply: YES ☐ NO ☐

☐ 457 employee and employer contributions

☐ 125 cafeteria plan, FSAs and HSAs

☐ IRA contributions

☐ Other: _____

Types of Benefits

Nontaxable Fringe Benefits of Employees apply: YES ☐ NO ☐

☐ Health plan, dental, vision benefits

☐ Workers compensation premiums

☐ Short- or Long-term disability premiums

☐ Group term or whole life insurance < \$50,000

☐ Other: _____

Mandatory Contributions apply: YES ☐ NO ☐

☐ Defined Benefit employee contributions

☐ MERS Health Care Savings Program employee contributions

☐ Other: _____

Taxable Fringe Benefits apply: YES ☐ NO ☐

☐ Clothing reimbursement

☐ Stipends for health insurance opt out payments

☐ Group term life insurance > \$50,000

☐ Other: _____

Other Benefits / Lump Sum Payments apply: YES ☐ NO ☐

☐ Workers compensation settlement payments

☐ Other: _____

Defined Benefit Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name _____ **Municipality #:** _____

If new to MERS, please provide your municipality's fiscal year: _____ through _____.
Month Month

II. Effective Date

Check one:

A. ☐ If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20__.

☐ This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

- ☐ All prior service from date of hire
- ☐ Prior service proportional to assets transferred; all service used for vesting
- ☐ Prior service and vesting service proportional to assets transferred
- ☐ No prior service but grant vesting credit
- ☐ No prior service or vesting credit

☐ Link this new division to division number _____ for purposes of determining contributions (Unless otherwise specified, the standard transfer/rehire rules apply)

B. ☐ If this is an **amendment** of an existing Adoption Agreement (Defined Benefit division number _____), the effective date shall be the first day of ____/20__ (mm/yy). *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

C. ☐ If this is a **temporary benefit** (Defined Benefit division number(s) _____), select one of the following:

☐ This is a **temporary Benefit Window** with a duration of 2-6 months. Effective dates are from ____/01/____ through the last day of ____/20__ (mm/yy). Complete provisions as applicable under Section IV of this form.

☐ This is a **temporary Lump Sum Buyout Program** for terminated vested participants with a duration of 6-24 months. Effective dates are from ____/01/____ through the last day of ____/20__ (mm/yy). Payout will reflect ____% (1-100%) of the participant's present value of accrued benefit. For example, if 40% is used, the payout will be 40% of the present value of the benefit. This percentage cannot be changed once adopted.

Defined Benefit Plan Adoption Agreement

- D. ☐ If this is to **separate employees from an existing Defined Benefit division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- E. ☐ If this is to merge division(s) _____ into division(s) _____, the effective date shall be the first of _____, 20____.
- F. ☐ If this is an amendment to close Defined Benefit division(s) # _____, with new hires, rehires, and transfers going into an **existing** Defined Benefit division # _____, the effective date shall be _____ (month/year).

Note: Closing this Defined Benefit division(s) will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation.

(The amount may be adjusted for any benefit modifications that may have taken place since then).

- G. ☐ If this is to close Defined Contribution or Hybrid division # _____ with its current and/or future active participants enrolling in existing DB division # _____ (previously closed, now re-opened), the effective date shall be the first of _____, 20____.

Please complete all subsequent sections of this Defined Benefit Adoption Agreement (including all provisions in effect) and the [Addendum for Plan Freeze, Closure and Conversions](#).

- H. ☐ If this is to close Defined Contribution or Hybrid division # _____ with its current and/or future active participants enrolling in a new Defined Benefit division, the effective date shall be the first of _____, 20____.

Please complete all subsequent sections of this Defined Benefit Adoption Agreement (including all provisions in effect) and the [Addendum for Plan Freeze, Closure and Conversions](#).

Defined Benefit Plan Adoption Agreement

III. Plan Eligibility

Division Title: _____

Only those employees eligible for MERS membership may participate in the MERS Defined Benefit Plan. If an employee classification is **included** in the plan, then employees that meet this definition will receive service credit if they work the required number of hours to meet the service credit qualification defined below. All eligible employees must be reported to MERS. Please describe the specific classifications that are eligible for MERS within this division:

(For example: e.g., Full-time employees, Clerical staff, Union Employees participating in XXXX union)

This Division includes **public safety employees** (this information is used for actuarial purposes only. It does not relate to the additional tax for early distribution): ☐ Yes ☐ No

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
Temporary Employees: Those who will work for the municipality fewer than _____ months in total	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Part-Time Employees: Those who regularly work fewer than _____ per _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seasonal Employees: Those who are employed for tasks that occur at specific times of the year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Voter-Elected Officials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appointed Officials: An official appointed to a voter-elected office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contract Employees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	
Other 2: _____	<input type="checkbox"/>	<input type="checkbox"/>	

Probationary Periods (select one):

- ☐ Service will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, the employer will not report or provide service. Service will begin to accrue and contributions must be reported when the Probationary Period ends.

The probationary period will be _____ month(s).

Comments:

- ☐ Service will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.

Defined Benefit Plan Adoption Agreement

IV. Provisions

1. Service Credit Qualification

To clarify how eligible employees earn service credit, please indicate how many hours per month an eligible employee needs to work. For example, if you require 10 eight-hour days, this would be 80 hours per month. If an *hours and days* has been previously defined (like 10 seven-hour days), stating “70 hours” will be required. Employees must meet the definition of Plan Eligibility in order to earn service credit under the plan.

To receive one month of service credit, an employee shall work (or be paid for as if working) _____ hours in a month.

2. Leaves of Absence

Indicate by checking the boxes below, whether the potential for service credit will be allowed if an eligible employee is on one of the following types of leave, regardless of meeting the service credit qualification criteria.

Regardless whether an eligible employee is awarded service credit while on the selected type(s) of leave:

- MERS will skip over these months when determining the FAC amount for benefit calculations.
- Third-party wages **are not** reported for leaves of absence.
- Employers **are not** required to remit employer contributions based on leaves of absence when no wages are paid by the employer.
- For **contributory divisions**, employee contributions are required where service credit is granted and due at the time of monthly wage and contribution reporting. Employers may use the following formula to calculate employee contributions: the employee’s current hourly rate (prior to leave), multiplied by service credit qualification (hours) multiplied by employee contribution. For example, if employees’ hourly rate is \$20, the division requires 120 hours to obtain service credit, and employee contributions are 5%, the calculation will look like: \$20/hour X 120 X .05 = \$120 in employee contribution for that leave month. Employers may use another internal formula, if they choose and MERS will make note of it.

If an alternative formula is going to be used, please describe that here:

Type of Leave	Service Credit Granted	Service Credit Excluded
Short-Term Disability	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Disability	<input type="checkbox"/>	<input type="checkbox"/>
Workers’ Compensation	<input type="checkbox"/>	<input type="checkbox"/>
Unpaid Family Medical Leave Act (FMLA)	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____ For example, sick and accident, administrative, educational, sabbatical, etc.	<input type="checkbox"/>	<input type="checkbox"/>
Other 2: _____ Additional leave types as above	<input type="checkbox"/>	<input type="checkbox"/>

Leaves of absence due to military service are governed by the Federal *Uniformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37). Military reporting requires historical wage and contribution reporting for Defined Benefit as applicable.

Defined Benefit Plan Adoption Agreement

3. Definition of Compensation

The Definition of Compensation is used to calculate a participant's final average compensation and is used in determining both employer and employee contributions. Wages paid to employees, calculated using the elected definition, must be reported to MERS.

Select your Definition of Compensation:

- ☐ Base Wages ☐ Box 1 Wages of W-2 ☐ Gross Wages
☐ Custom Definition

Click here to view details of Base, Box 1, and Gross Wages

(To customize your definition, please complete the [Custom Definition of Compensation Addendum.](#))

V. Valuation-Required Provisions

Valuation Date: _____, 20____

1. Review the valuation results

It is recommended that your MERS representative presents and explains the valuation results to your municipality before adopting. Please choose one:

- ☐ Our MERS representative presented and explained the valuation results to the _____ on _____.
(Board, Finance Cmte, etc.) (mm/dd/yyyy)
- ☐ As an authorized representative of this municipality, I _____ (Name)
_____ (Title) waive the right for a presentation of the results.

This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary that sets contribution rates.

Annually, the MERS actuary will conduct an actuarial valuation to determine the employers' contribution rates. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

Defined Benefit Plan Adoption Agreement

2. **Benefit Multiplier** (1%-2.5%, increments of 0.05%) _____ % (max 80% for multipliers over 2.25%)

☐ Check here if multiplier will be effective for existing active members' future service only (Bridged Benefit as of effective date on page 1)

If checked, select one below:

☐ Termination Final Average Compensation (calculated over the members entire wage history)

☐ Frozen Final Average Compensation (FAC is calculated twice, once for the timeframe that matches the original multiplier, and once for the new multiplier)

3. **Final Average Compensation** (Min 3 yr, increments of 1 yr) _____ years

4. **Vesting** (5 -10 yrs, increments of 1 yr) _____ years

5. **Normal Retirement Age** will be the later of: _____ (any age from 60-70), or the vesting provision selected above (#4).

6. **Required employee contribution** (Increments of 0.01%) _____ %

7. **Unreduced Early Retirement/Service Requirements:**

☐ Age 50 – 54 _____ Service between 25 and 30 years _____

☐ Age 55 – 65 _____ Service between 15 and 30 years _____

☐ Service only (must be any number from 20 – 30 years accrued service): _____

☐ Age + Service Points (total must be from 70 – 90): _____ points

8. **Other**

☐ Surviving Spouse will receive 50% of Straight Life benefit without a reduction to the employees' benefit (also known as an RS50)

☐ Duty death or disability enhancement (add up to additional 10 years of service credit not to exceed 30 years of service)

☐ Deferred Retirement Option Program (DROP) – If selected, complete the following:

• Credited interest rate: _____ % (please select either 0 or 3%)

• The employer, if selected, will delay a Cost of Living Adjustment (COLA) during the DROP period (skip if not applicable): ☐ Yes ☐ No

• Credited payment percentage will be: _____ % (enter a number from 1-100% in increments of 1%) throughout the duration of the DROP period.

Defined Benefit Plan Adoption Agreement

- ☐ Annuity Withdrawal Program (AWP)
Calculation of the actuarial equivalent of the lump sum distribution made under AWP will be done using:
☐ Interest rate for employee contributions as determined by the Retirement Board, or
☐ MERS' assumed rate of return as of the date of the distribution.

9. Cost-of-Living Adjustment

<input type="checkbox"/> All current retirees as of effective date <input type="checkbox"/> Retirees who retire between ____/01/____ and ____/01/____	<input type="checkbox"/> Future retirees who retire after effective date
Increase of ____% or \$____ per month	Increase of ____% or \$____ per month
Select one: <input type="checkbox"/> Annual automatic increase <input type="checkbox"/> One-time increase	<input type="checkbox"/> Annual automatic increase
Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding	Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding
Employees must be retired ____ months (6-12 months, increments of 1 month)	Employees must be retired ____ months (6-12 months, increments of 1 month)

- ☐ Check here if the existing COLA will be bridged for active participants as of the effective date selected on this form. Benefits accrued for service after the effective date will have no COLA increase applied.

10. Service Credit Purchase Estimates are:

- ☐ Not permitted
☐ Permitted

VI. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Benefit Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Benefit Plan Adoption Agreement, the provisions of the Plan Document control.

VII. Modification Of The Terms Of The Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

Defined Benefit Plan Adoption Agreement

VIII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency.
4. The Employer acknowledges that wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference.
5. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. The Employer acknowledges that changes to the Employer's MERS Defined Benefit Plan must be made in accordance with the MERS Plan Document and applicable law, and agrees that MERS will not administer any such changes unless the MERS Plan Document and applicable law permit same, and MERS is capable of administering same.

IX. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by _____ on
the ____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

Customized Definition of Compensation Addendum

(MERS Defined Benefit, Defined Contribution, Hybrid, or 457)

1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

If you choose to customize your Definition of Compensation as part of your MERS plan provisions, you must select boxes in each section you would like to include. You will be responsible for additional reporting details to track custom definitions.

Types of Compensation

Regular Wages (paid time, or time as though working, within the pay period)

☐ Salary or hourly wage X hours

☐ PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)

☐ On-call pay

☐ Other: _____

Other Wages apply: YES ☐ NO ☐

☐ Shift differentials

☐ Overtime

☐ Severance issued over time (weekly/bi-weekly)

☐ Other: _____

Lump Sum Payments apply: YES ☐ NO ☐ (check all that apply)

☐ PTO (Paid Time Off)

☐ Vacation

☐ Personal

☐ Longevity

☐ Bonuses

☐ Merit pay

☐ Sick payouts

Removing lump sum payouts
previously selected

☐ Comp time

☐ Annual holiday pay

☐ Hazard pay

☐ Job certifications

☐ Educational degrees

☐ Moving expenses

☐ Severance

☐ Other: _____

Taxable Payments apply: YES ☐ NO ☐

☐ Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)

☐ Prizes, gift cards

☐ Personal use of a company car

☐ Car allowance

☐ Other: _____

Reimbursement of Nontaxable Expenses (as defined by the IRS) apply: YES ☐ NO ☐

☐ Gun, tools, equipment, uniform

☐ Phone

☐ Fitness

☐ Mileage reimbursement

☐ Travel through an accountable plan (i.e. tracking mileage for reimbursement)

☐ Other: _____

Types of Deferrals

Elective Deferrals of Employee Premiums/Contributions apply: YES ☐ NO ☐

☐ 457 employee and employer contributions

☐ 125 cafeteria plan, FSAs and HSAs

☐ IRA contributions

☐ Other: _____

Types of Benefits

Nontaxable Fringe Benefits of Employees apply: YES ☐ NO ☐

☐ Health plan, dental, vision benefits

☐ Workers compensation premiums

☐ Short- or Long-term disability premiums

☐ Group term or whole life insurance < \$50,000

☐ Other: _____

Mandatory Contributions apply: YES ☐ NO ☐

☐ Defined Benefit employee contributions

☐ MERS Health Care Savings Program employee contributions

☐ Other: _____

Taxable Fringe Benefits apply: YES ☐ NO ☐

☐ Clothing reimbursement

☐ Stipends for health insurance opt out payments

☐ Group term life insurance > \$50,000

☐ Other: _____

Other Benefits / Lump Sum Payments apply: YES ☐ NO ☐

☐ Workers compensation settlement payments

☐ Other: _____



To: Mayor Corcoran and City Commission

From: Bridget Braspenick, Human Resources Manager

Date: 2/21/25

Meeting Date: 4/14/25

Re: Earned Sick Time Act

On Feb. 21, 2025, the Michigan Earned Sick Time Act went into effect, establishing changes to the state's earned sick time laws. [House Bill 4002](#), amends the existing Earned Sick Time Act and will expand paid sick leave. Now, part-time employees will earn sick time. The City will be using the accrual method, where employees shall accrue a minimum of 1 hour of earned sick time for every 30 hours worked, and up to 72 hours shall be allowed to carry over from year to year. This includes part-time employees, such as those working at the Library and Civic Center. Seasonal employees will also be eligible to earn sick time but must use it before they are done for the season as it does not carry over after two months of separation. Employees under 18 are not eligible for earned sick time.

It is recommended that Resolution# 025-009 be approved.



CITY OF IRONWOOD

RESOLUTION #025-009

RESOLUTION ADOPTING THE EARNED SICK TIME POLICY

At a Regular Meeting of the Ironwood City Commission, held on April 14, 2025, in the Commission Chambers of the Municipal Memorial Building, Ironwood, Michigan, the following Resolution was offered by Commissioner _____, supported by Commissioner _____.

WHEREAS, effective February 21, 2025, the Earned Sick Time Act (ESTA), P.A. 338 of 2018 (as amended), requires the City to allow its employees; full-time, part-time, seasonal and/or temporary, to accrue and use paid sick time; and

WHEREAS, the ETSA specifies that employers with 10, or more, employees shall grant employees a minimum of one hour of paid earned sick time for every 30 hours worked and that those employees shall be entitled to use not more than 72 hours of paid earned sick time per year; and

WHEREAS, youth employees (under 18), elected officials and those appointed to policymaking boards and commissions, such as, but not limited to: Ironwood City Commission, Planning Commission, Zoning Board of Appeals, Board of Review, Parks and Recreation Committee, Economic Development Corporation, Downtown Ironwood Development Authority, Ironwood Housing Commission, Human Relations & Equity Committee, Pat O'Donnell Civic Center Board, and Ironwood Carnegie Library Board are NOT considered eligible employees under the ETSA and will NOT accrue paid sick time; and

WHEREAS, the Ironwood City Commission has determined it has ten (10) or more employees in a 20-workweek period, is committed to complying with the ESTA and ensuring that eligible employees have access to earn and use paid sick time; and

WHEREAS, employees whose sick leave benefits are governed by another document such as a union agreement or employment agreement will not be diminished by this policy; and

NOW THEREFORE BE IT RESOLVED, the City of Ironwood Earned Sick Time Policy is hereby adopted; and

BE IT FURTHER RESOLVED, that under the Earned Sick Time Policy eligible employees will accrue a minimum of one hour of earned sick time for every 30 hours worked; and

BE IT FURTHER RESOLVED, eligible employees are entitled to use up to 72 hours of paid earned sick time per fiscal year; and

BE IT FURTHER RESOLVED, unused earned sick time will carry over from year to year. Employees are not required to use more than 72 hours of paid earned sick time; and

BE IT FURTHER RESOLVED, eligible employees separated from employment for two months or less shall maintain all accrued earned sick time prior to the separation, and will commence accruing additional hours upon reemployment, and may use any earned paid sick time hours. Employees separated from employment for more than two months shall forfeit all accrued, unused earned sick time; and

BE IT FURTHER RESOLVED, eligible employees will not be paid for earned but unused sick time upon separation or termination of employment; and

BE IT FURTHER RESOLVED, employees hired after February 21, 2025, are required to wait 120 calendar days after commencing employment before using accrued earned sick time. After the 120-day probationary period, employees may use earned sick time, as it is earned; and

BE IT FURTHER RESOLVED, for the purposes of this policy, a “year” is defined as the employee’s anniversary date (hire date); and

BE IT FURTHER RESOLVED, eligible employees may use earned sick time for their own illness, injury, or health condition, or for the care of a family member with an illness, injury, or health condition. Employees must provide reasonable notice of the need to use earned sick time, when possible; and

BE IT FURTHER RESOLVED, eligible employees may use earned sick time for any of the following reasons:

- The eligible employee’s mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the eligible employee’s mental or physical illness, injury, or health condition; or preventative medical care for the eligible employee.
- The eligible employee’s family member’s mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the eligible employee’s family member’s mental or physical illness, injury, or health condition; or preventative medical care for a family member of the eligible employee.
- If the eligible employee or the eligible employee’s family member is a victim of domestic violence or sexual assault, the medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
- For closure of the eligible employee’s primary workplace by order of a public official due to a public health emergency; for an eligible employee’s need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or if it has been determined by the health authorities having jurisdiction or by a health care provider that the eligible employee’s or eligible employee’s family member’s presence in the community would jeopardize the health of others because of the eligible employee’s or family member’s exposure to a communicable disease, whether or not the eligible employee or family member has actually contracted the communicable disease; and

BE IT FURTHER RESOLVED, if the need to use earned sick time is foreseeable, the City may require advance notice of the intention to use earned sick time, not to exceed seven days prior to date the sick time is to begin.

If the need for earned sick time is not foreseeable, the City may require the employee to give notice of the intention as soon as practicable; and

BE IT FURTHER RESOLVED, when an eligible employee uses earned sick time for more than three consecutive days, the City may require reasonable documentation from the employee that use of earned sick time has been for a purpose covered by the Act. Upon request the employee must provide the documentation in a timely manner; and

BE IT FURTHER RESOLVED, if documentation is requested, the City will pay for all out-of-pocket expenses the eligible employee incurs in obtaining the documentation; and

BE IT FURTHER RESOLVED, family members include:

- Biological, adopted, or foster child, stepchild, or legal ward, or a child to whom the employee stands in loco parentis.
- Biological, adoptive, or foster parent, stepparent, or legal guardian of the employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
- Spouse or registered domestic partner.
- Grandparent, grandchild, or sibling (whether biological, foster, adoptive, or step); and

BE IT FURTHER RESOLVED, earned sick time hours will be accounted for in the payroll process and the earned sick time balance shown on employees' paychecks.

Upon roll call vote, the following votes were recorded:

Yes:

No:

Absent:

RESOLUTION DECLARED ADOPTED

Kim S. Corcoran, Mayor

I, Jennifer L. Jacobson, the duly appointed City Clerk of the City of Ironwood, Michigan, do hereby certify that the foregoing is a true copy of a Resolution adopted by the City Commission of the City of Ironwood at its Regular Meeting on **April 14, 2025**.

Jennifer L. Jacobson, City Clerk



To: Mayor Corcoran and City Commission

From: Bob Tervonen, City Utilities Manager

Date: April 9, 2025

Meeting Date: April 14, 2025

Re: McKim and Creed – Water Leak Detection Recommendation

The City of Ironwood hired McKim and Creed in 2022 to survey the water distribution system for water leak detection. McKim and Creed did an outstanding job detecting several water leaks, some of which were several thousand gallons per day. We were impressed with their professionalism and they seemed to find many more leaks than previous companies who performed this same work for us.

The City of Ironwood is in need for another water leak survey as part of our scheduled maintenance of our water system. I am recommending the Ironwood City Commission to award a quote of \$30,000 to hire McKim and Creed for water leak detection that will be completed in early summer 2025. Water leak detection is an important maintenance task to reduce water loss in our system.

This work meets Section 2-223.2 of the Ironwood Code of Ordinances as an exception to the competitive bidding procedures since it is a professional service.



Request for Proposal

LEAK DETECTION SERVICES

HARD COPY

APRIL 9, 2025

SUBMITTED TO:

CITY OF IRONWOOD

CITY CLERK

213 South Marquette Street | Ironwood, MI 49938

SUBMITTED BY:

MCKIM & CREED

Wilmington, NC

910.343.1048 | mckimcreed.com



MCKIM & CREED
ENGINEERS SURVEYORS PLANNERS



City of Ironwood

WATER LEAK DETECTION



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1

FIRM OVERVIEW

1 Firm Overview

WHO WE ARE & WHAT WE DO

We are an **employee-owned engineering** and surveying firm of people helping people solve complex, demanding infrastructure challenges. Our proven integrated approach leverages national and localized subject matter experts who can provide fresh ideas based on lessons learned from a wide array of clients, while still being available to support you at a moment's notice.

Our technical specialties include civil, instrumentation & controls, electrical, mechanical, and structural engineering; industrial design-build services; airborne and mobile LiDAR/scanning; unmanned aerial systems; subsurface utility engineering; and hydrographic and conventional surveying services for the energy, transportation, federal, land development, water, and building markets.

OUR DIVERSITY OF SERVICES RESULTS IN EFFECTIVE SOLUTIONS:



WATER ASSET MANAGEMENT



GEOSPATIAL



MECHANICAL, ELECTRICAL, PLUMBING

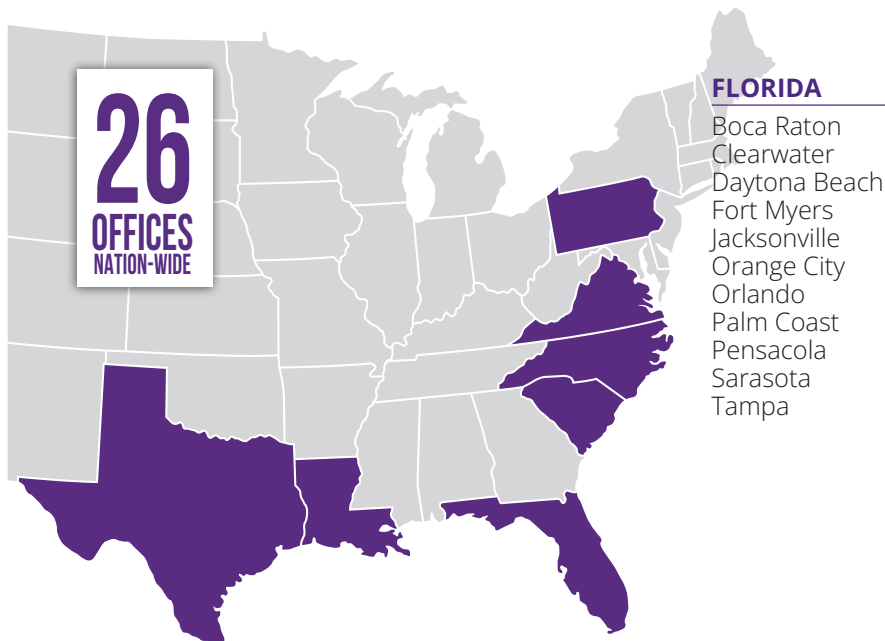


WATER AND WASTEWATER



DESIGN-BUILD

**OUR PASSION TO HELP OTHERS
MOTIVATES US TO MAKE A
DIFFERENCE.**



Water Resources

Water infrastructure in the United States serves 190 million people through more than 16,000 plants and 600,000 miles of pipeline. Ongoing access to clean / safe water is a major focus for our team.

Our award-winning water management engineers consistently strive to develop new and efficient ways to improve, sustain, clean, manage and maintain our nation's water. And we find unique solutions for additional and alternative water sources when supply is an issue.

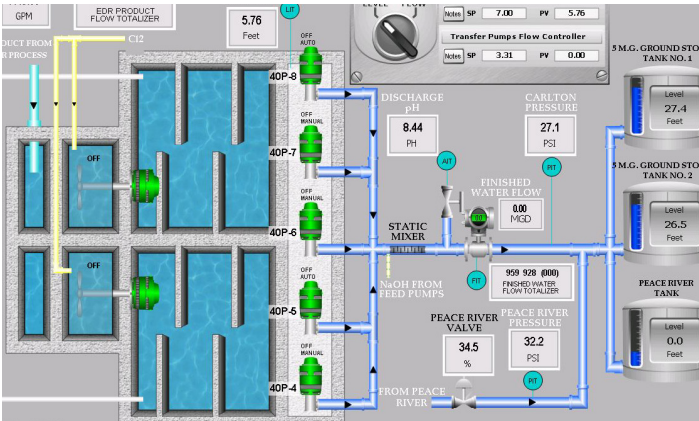
McKim & Creed plans and designs systems that treat, preserve and conserve the earth's finite water resources. Systems that include infrastructure that prevent water loss, meet stringent regulations and improve drinking water quality. Open-source I&C/SCADA systems and hydraulic models that help communities leverage their infrastructure. Water reuse systems that conserve potable water.

Stormwater programs that manage entire watersheds. Wastewater treatment plants that produce safe, clean effluent. And survey data for floodplain mapping, surge models, sea level rise studies and pre and post-storm surveys.

SERVICES

- ✓ Construction Administration
- ✓ Construction Observation
- ✓ Distribution System Design
- ✓ Engineering Reports
- ✓ Environmental Reports
- ✓ Environmental Assessments
- ✓ Feasibility Studies
- ✓ Funding Application
- ✓ Infrastructure Rehabilitation
- ✓ Line Replacement
- ✓ Master Planning
- ✓ Operations Support & Program Management
- ✓ Permitting
- ✓ Plant Start-Up
- ✓ Rate Studies
- ✓ Regulatory Compliance Support
- ✓ Storage
- ✓ Supply Surveying & Mapping
- ✓ System Analysis
- ✓ Treatability Studies
- ✓ Water Resource Development and Planning
- ✓ Water Resources Management





INSTRUMENTATION & CONTROLS/SCADA

Through our approach of collaborative teamwork, outstanding engineering design, seamless system integration, thorough training and ongoing support, we plan, design and implement in-plant and system-wide instrumentation and controls / SCADA systems that enable utilities to operate efficiently, effectively and safely.



WASTEWATER MANAGEMENT

At McKim & Creed, our engineers work with government and private entities to plan, build and maintain wastewater systems that incorporate the most effective technologies to meet the community's needs.



DESIGN BUILD

Our alternative delivery professionals are experienced in all aspects of design-build, including project development, design, estimating, procurement, scheduling, budget management, safety, construction, start up, operations and project management.



WATER MANAGEMENT

Our award-winning water management engineers consistently strive to develop new and efficient ways to improve, sustain, clean, manage and maintain water.



RENEWAL & REPLACEMENT

McKim & Creed's closed circuit TV (CCTV) inspection systems provide a full, 360-degree interior view of your aging infrastructure. High-quality imagery coupled with faster production rates mean that your dollars can be spent fixing your aging infrastructure issues, rather than simply studying the problem.



TRENCHLESS TECHNOLOGY

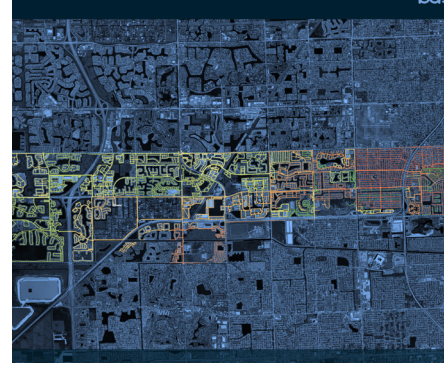
McKim & Creed has been recognized as one of the top 50 trenchless design firms in the U.S. by Trenchless Technology magazine and was ranked 8th in 2023 for Trenchless Engineering. The firm provides award-winning services, including subsurface utility engineering, infrastructure renewal and replacement, and engineering, for hundreds of trenchless projects each year.

“

"We absolutely love the work they do for us with our leak detection program. The professionalism and knowledge they have is amazing, we look forward to working with them in the near future."

SABRINA CLARK
ADMINISTRATIVE COORDINATOR

Village of Miramar, Florida | Leak Detection Services Contract



Water Asset Management

QUALIFICATIONS & EXPERIENCE

McKim & Creed acquired Matchpoint, a non-revenue water and water loss recovery company, in October 2020. The former Matchpoint team now operates as the Water Asset Management division under McKim & Creed's comprehensive water services umbrella, enhancing the team's strength with additional resources, expertise, and experience. While vision drives us, value is our promise. We are committed to helping clients conserve valuable resources by revitalizing water infrastructure.

**WATER IS INVALUABLE AND IT IS OUR MISSION
TO SAVE AND MAKE BETTER USE OF IT.**

We offer a comprehensive suite of SMART water solutions that support the stewardship efforts of utilities, municipalities, and commercial enterprises across North America and the Caribbean. Our offerings include innovative technology, expert training, skilled support, and turnkey service solutions for effective water asset management. The Water Asset Management (WAM) team at McKim & Creed boasts over 100 years of combined expertise in the water industry and water loss management. Data as a Service Solutions are central to WAM's methodology, utilizing robust technologies and best practices grounded in validated and historical data collected from system sensors. This data-driven knowledge empowers organizations to make swift and reliable decisions, with solutions tailored to each customer's specific needs.



esri

In addition to our field services, we established a Certified Service Center in North Carolina in 2016 to better serve clients by providing service, repair, and calibration of leak detection and network monitoring equipment. **McKim & Creed has been a business partner with ESRI, a GIS software for mapping and spatial analytics, for over 16 years.** Our commitment to customer objectives is at the core of our operations. We collaborate closely with clients and their teams to ensure our solutions effectively and efficiently meet their needs.

SERVICES

- ✔ Leak Detection: Acoustic and in-pipe inspections
- ✔ Network Monitoring and Data Analytics
- ✔ DMA & Data as a service system, Including Infrared Assessment
- ✔ Training and Support
- ✔ Rental Program
- ✔ Equipment Service, Repair, and Calibration
- ✔ Consultation and Design Services
- ✔ Asset Management
- ✔ Subsurface Utility Engineering (SUE)
- ✔ GPS/GNSS Data
- ✔ GIS Mapping Partnered with ESRI

McKim & Creed's Water Asset Management division offers a comprehensive suite of solutions designed to empower utilities, municipalities, and commercial enterprises in effectively managing their water infrastructure. With a focus on innovation and expertise, the division provides advanced technology, expert training, and turnkey service solutions. Central to these offerings is Data as a Service Solutions, which leverage robust technologies and best practices grounded in validated and historical data to provide actionable insights. This empowers organizations to make informed decisions swiftly and reliably, ensuring the efficient stewardship of water resources across North America and the Caribbean.

Data analysis plays a crucial role in this process by examining, organizing, and interpreting data to uncover patterns and trends. It often includes data visualization to communicate findings clearly, predictive modeling to anticipate future outcomes, and optimization techniques to improve efficiency. **Ultimately, data analysis helps businesses make informed decisions, serving as a critical driver of business success and innovation.**



ACCOMPLISHMENTS AND ACCOLATES



MONITORING 1,000'S MILES OF PIPES.



100+ YEARS OF COMBINED EXPERIENCE



TRAINING 100'S OF WATER COMPANIES IN WATER LOSS RECOVERY AND CONTROL.



EXECUTING NUMEROUS LEAK DETECTION SURVEYS SUCCESSFULLY.



SERVING CUSTOMERS NATIONWIDE AND IN THE CARIBBEAN.

OUR SOLUTIONS

✓ Risk Management

✓ Network Monitoring & Data Analytics

✓ Leak Detection: Acoustic & In-Pipe Services

✓ Training Support

✓ Financing

✓ GIS Mapping

✓ Satellite & UAS Based Infrastructure Assessment


✓ Rental Program

✓ Service and Calibration

PROJECT HIGHLIGHT


CITY OF MIRAMAR | WATER LOSS MANAGEMENT

Total Distribution Leaks Found to Date

 441


Last updated: 11 minutes ago

Suspected Customer Service Leaks Identified

 125


Last updated: 11 minutes ago

Estimated GPM of Identified Distribution Leaks

 905.8

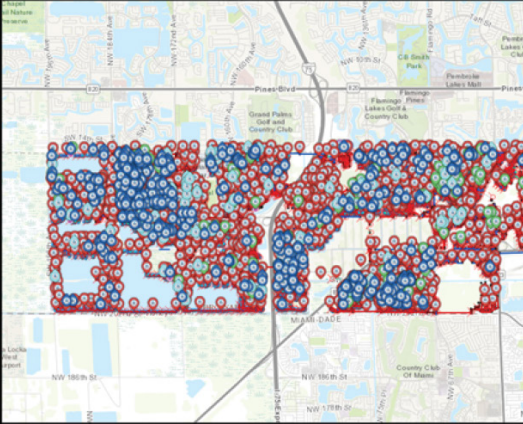
Last updated: 11 minutes ago

Mileage Covered


 128


Last updated: 11 minutes ago


Miramar LDS Project Progress Map




Legend

 Leak Point

 Customer Leak

 System Notes

 Progress Pin

The City of Miramar faced imminent water source limits, prompting a focus on reducing water loss. City staff observed a rise in water production that didn't align with population growth or new connections. After analyzing flow and pressure, McKim & Creed conducted a leak detection survey on 80 miles of pipelines, identifying 289 distribution leaks and 30 customer leaks, most of which were not visible on the surface. The team accurately located 90% of the leaks, enabling efficient repairs that saved time, money, and minimized service disruptions. This effort reduced the City's water demand by about 1 million gallons per day, saving 1,304,352 gallons daily and generating \$2 million annually. Due to this success, McKim & Creed was chosen for a multi-year program to overhaul the water distribution system, including surveys, monitoring, design, and construction, allowing the City to prioritize repairs for optimal investment returns.



2 Project Overview

LEAK DETECTION METHODOLOGY

As standard, McKim & Creed will execute all services in accordance with the "Manual of Water Supply Practices, Water Audits and Loss Control Programs" document identification number AWWA M36, American Water Works Association, 2016.

We understand each of the survey areas are different, varying in type of environment, pipe material, pipe sizes, number of listening points, and available system information. McKim & Creed is accustomed to working under diverse circumstances and has previous experience working within the City of Ironwood water distribution system over the past 3 years conducting leak detection services. We have successfully executed projects in complex areas with all pipe types, including larger municipalities, mobile home parks, airports, large residential systems, prisons, and schools where we have at times had to utilize specialized approaches and technologies such as thermal imaging supported analysis and valve step testing exercises to efficiently isolate the source of leakage to specific areas.

While our main methodology will guide the majority of our work, additional technology and methods may be implemented to address obscure areas.

McKim & Creed will execute each survey in two phases:

- ▶ Initial Survey
- ▶ Pinpointing Phase to locate suspected leaks

INITIAL SURVEY

McKim & Creed will conduct an initial inspection of the outlined area within the utility service area and determine the best approach and equipment to be used for the most accurate and timely results. Our Team will listen to the water assets within the

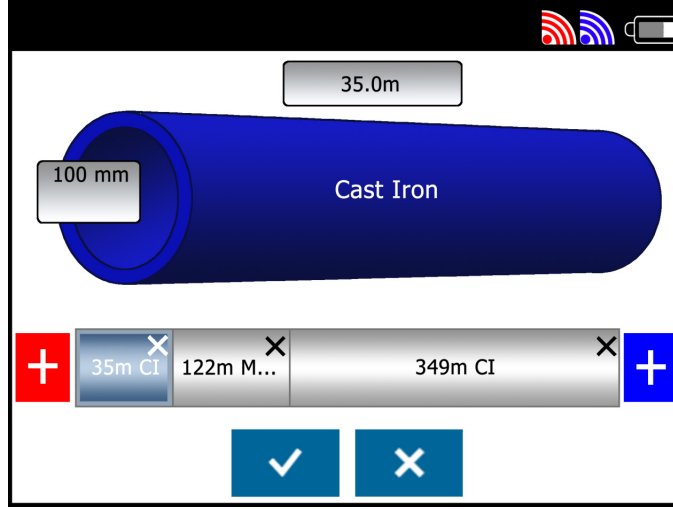


survey area at a maximum distance between listening points of 500' on non PVC/plastic and 150' on PVC/Plastic material pipes as per the outlined distances in the bid scope in order to ensure a thorough initial investigation.

The area of investigation will be inspected initially with manual sounding equipment, which includes the listening stick and ground mic technology in the Ovarro Mikron kit. Sounding will take place at the distances required to comprehensively cover the area of investigation for the presence of leak noise based on the system pipe material, diameter and pressure with the maximum spacing of 500' for non PVC lines and 150' for PVC lines. When warranted, Phocus 3 noise loggers will be placed in a designated system area on direct contact points during daytime hours. It is ideal to conduct the initial survey using Phocus 3 loggers in conjunction with manual sounding, as they are programmed to listen for record noise at night when listening conditions are optimal and when manual sounding can be difficult or inconclusive. It is at this time that the distribution system is typically at its highest pressure and ambient noise is lowest. Any areas with leak noise indicated will be visited a second time to confirm the presence of noise remains over multiple visits. The process will continue until the entire system to be surveyed is completed.

Initial Phase Technology

TECHNOLOGY	DESCRIPTION
PHOCUS 3/3M ACOUSTIC NOISE LOGGERS AND COMMUNICATION MODULE	Wirelessly detects and localizes water leakage for temporary, semi-permanent or permanent applications.
MIKRON3 ELECTRONIC LISTENING STICK	A leak listening system with high acoustic sensitivity. Ideal for direct leak listening on water fittings and for use as a ground microphone.
MIKRON3 GROUND MICROPHONE	A wireless ground microphone and electronic listening stick that can be used for initial survey and/or for pinpointing leaks.
CHLORINE AND/OR FLUORIDE TEST KITS	Testing kits used to identify the chemical nature of visible or surfacing water to help confirm whether the water is sourced from the distribution system or otherwise.



PINPOINTING PHASE

All suspect leak locations will be subjected to further detection practices. For routine, non-complex areas, our field crew will utilize a Eureka3 and/or Enigma real-time computerized acoustic noise correlator to pinpoint suspected leaks immediately following leak indication. If multiple leaks are identified, then pinpointing practices will be prioritized by suspected severity of leaks.

Two or more Eureka3 or Enigma loggers will be placed on direct contact points surrounding the identified leak. Pipe material, logger distance, and pipe size are entered into the system. The correlator uses the information, listens for leakage, and programmed algorithms generate the leak velocity and location of the leak in feet from each contact point. The field crew will then physically measure out the distance from each logger above the pipeline as indicated by provided system maps. McKim & Creed will utilize pipe locators to find the pipelines and map the system if needed, prior to conducting the correlation.

To ensure maximum precision and leak point accuracy, it is McKim & Creed protocol to confirm all pinpointed leaks by listening over the pinpointed location using a ground microphone, or hand probing over the line for additional confirmation on the precise location where leakage is occurring.

Once confirmed with the ground microphone or hand probing, the pinpointed location is marked and reported via a daily leak

card and report. Any repaired leakage locations identified will be revisited post repair within the project timeline for a verification that no other leakage noise remains present in the immediate area.

COMPLEX AREAS

In complex areas, such as those with high environmental background noise, high day-time water usage, busy intersections with multiple pipes, quiet leaks, or large plastic mains, the Enigma and/or Enigma Hy-Q non-real time correlating noise loggers will be utilized. The Enigma and Enigma Hy-Q are the most accurate tools available for pinpointing on PVC or large mains as well as give the ability to correlate at a predetermined future time to gauge the best ability to obtain the highest leak noise evidence for pinpointing. The Enigma loggers will be placed on direct contact points on either side of the suspect leak and will log noise data during nighttime hours. If utilizing the Enigma Hy-Q loggers, fire hydrants or service taps are used to deploy the loggers inside of the water column for improved noise reception on larger or PVC mains. The field crew will collect the data the following morning for analysis. If leak noise is pinpointed by the system, then the field crew will follow the same aforementioned protocol for measuring the distance to the leak, confirming with the Mikron3 ground microphone and physically marking the leak location.

Pinpointing Phase Technology

TECHNOLOGY	DESCRIPTION
EUREKA3 REAL-TIME ACOUSTIC CORRELATOR	Real-time correlator with advanced filtering system to pinpoint the most difficult leaks.
ENIGMA/3M NON-REAL TIME ACOUSTIC CORRELATOR	Non real-time correlating system for noisy, complex, or busy areas.
ENIGMA HY-Q WITH HYDROPHONE ADAPTOR NON-REAL TIME ACOUSTIC CORRELATOR	Non real-time correlating system further optimized for larger pipes and over longer distances.
MIKRON3 GROUND MICROPHONE	A wireless ground microphone and electronic listening stick that can be used for initial survey and/or for pinpointing leaks.

McKim & Creed Water Asset Management

Leak Card 2

Project: City of Ironwood 2022 Leak Detection Investigation

Urgency: Minimal

Leak Detection Method: Successful Visible Observation

Estimated GPM: 2,000

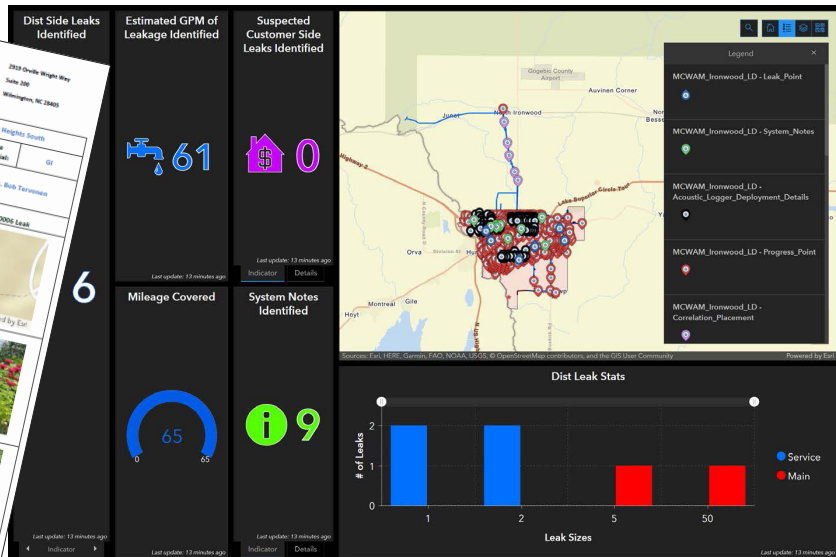
Leak Card 4

Project: City of Ironwood 2022 Leak Detection Investigation

Urgency: Minimal

Leak Detection Method: Successful Visible Observation

Estimated GPM: 2,000



The above are examples of McKim & Creed's Leak Cards submitted to the City of Ironwood daily for each leak found. These are able to be customized as needed to contain information you deem to be the most valuable.

The graphic showcases the Esri online project dashboard for the City of Ironwood, featuring a progress map and key statistics. By incorporating date and time-stamped progress points and mapped data, clients receive real-time updates and assurance that every mile of the distribution system is thoroughly inspected.

LEAK REPORTS & COMMUNICATION

All findings will be reported to the City of Ironwood's designated representative. McKim & Creed's protocol is to submit daily and/or weekly progress reports to the designated representative unless specified otherwise. Our project manager will communicate and meet regularly with the representative to ensure all stakeholders are consistently up to date with the latest leak data and project progress. Any active leaks of specific magnitude as outlined by the utility group, will be communicated immediately for mitigation and repair planning.

The McKim & Creed field team will use an Esri based data collection device to collect all reported findings and plot out progress. The collected project data is overlaid onto the client's existing mapping information and is made available for real time viewing on our Esri dashboard.

The Esri online dashboard is made available to the client group for monitoring real time project progress maps, statistics, and other project information throughout the investigation for each survey area. This dashboard can also be customized to the clients' requests and needs. It serves as a quick reference with up to date project data in addition to our standard reporting processes.

DAILY/ WEEKLY REPORTS

As standard, leaks will be reported on a daily/weekly basis **(unless immediate action is required, then they are reported ASAP)** and submitted in our customized Leak Card format. Leak Cards will contain all the supporting information about the leak characteristics and marked location. This information includes:

- The address or location
- The urgency of the leak
- The surface material around the leak location
- The type of leak
- Pipe material and size
- The methodology employed to identify and verify the leak
- A notification if visible water is present
- The decibel of the noise the leak is producing on the closest asset
- To whom the leak was reported
- The estimated size of the leak
- A description of the leak along with how it was found



REAL-TIME ACCESS TO OUR PROGRESS

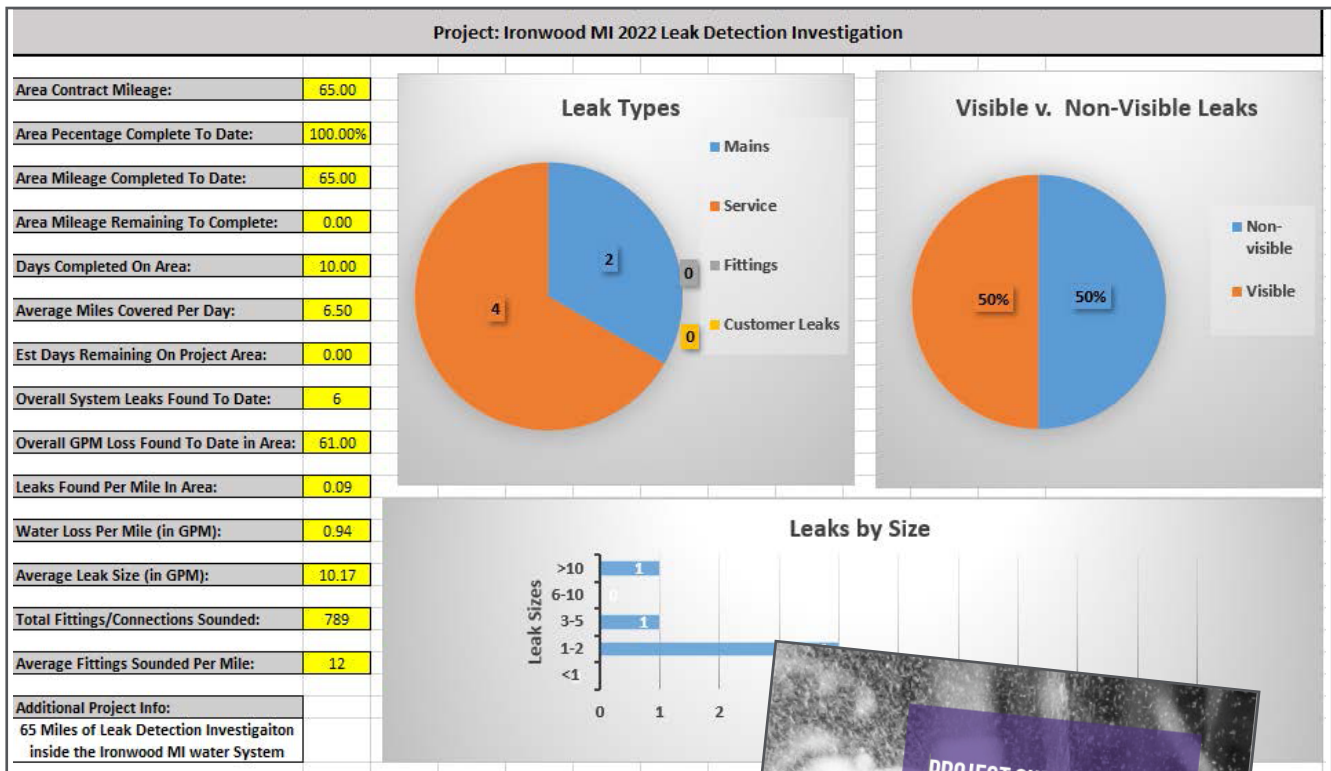


INSTANT ALERT FOR MAJOR LEAKS



DAILY AND WEEKLY REPORTING OF RESULTS

DASHBOARD BENEFITS



WEEKLY CUMULATIVE REPORTS

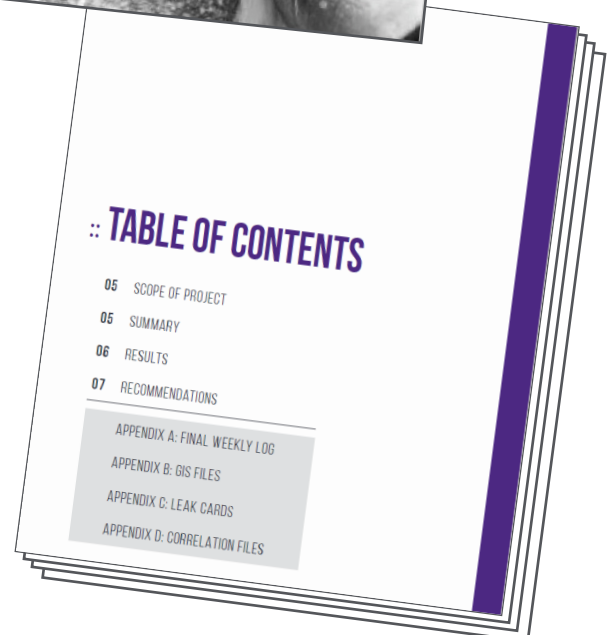
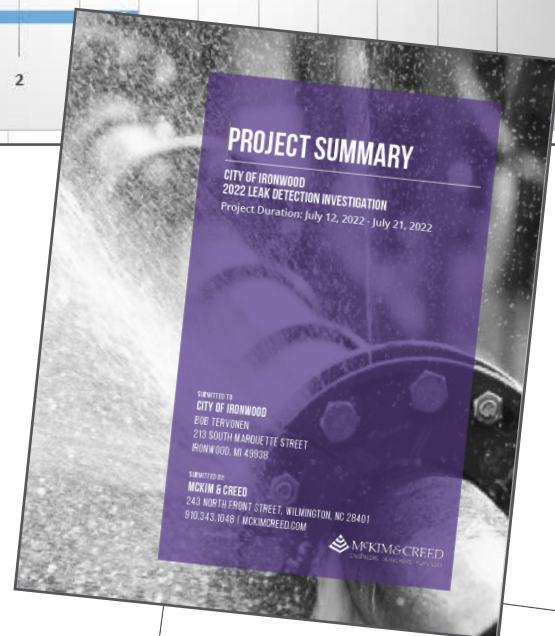
Progress reports will be submitted weekly with all project data, including all cumulative information for the week, thus serving as a daily and weekly report combined. The report includes cumulative information gathered to date, including:

- Details of Leaks Located (including type, visible versus non-visible, size, location)
- Mileage Surveyed
- Location and Status of Loggers Deployed
- Number of Fittings Sounded
- Estimated Gallons per Minute Found to Date
- Suspected Custom Service Leaks
- System Notes
- Requested Customer Shutoffs

PROJECT SUMMARY REPORT

A comprehensive report will be prepared and submitted within 30 working days upon completion of the investigation. The summary report includes a final version of our daily report, combined PDF file of all leak cards submitted for the project, all correlation reports conducted during the project and project/system specific recommendations based on our investigation analysis. Other supporting documentation gathered throughout the project may be included as well. Furthermore, McKim & Creed's report will include recommendations to help continually and proactively reduce the City's water loss in years to come.

McKim & Creed will assist with the future analysis for additional leak detection investigations or other services that would be beneficial for the client in the interest of reducing their NRW and to achieve the best ROI going forward.





3 Pricing

#	TASK	LUMP SUM
1	Full system survey up to 65 miles.	\$30,000

SUBMITTED BY:

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MCKIM & CREED
ENGINEERS SURVEYORS PLANNERS



To: Mayor Corcoran and City Commission

From: Paul Anderson, City Manager

Date: April 11, 2025

Meeting Date: April 14, 2025

Re: DPW Cold Storage Building

The City of Ironwood has been discussing the topic of building a cold storage building at the DPW for well over 20 years. When I came on board 2.5 years ago, this topic was discussed with me. After thorough review of all the equipment at the DPW, I took the route of focusing on getting rid of old equipment, materials and other items that were not being used. We have made good progress on this consolidation over the past 2.5 years. We are getting to a point where the remaining equipment and materials that we have on hand, are all items that are used on a regular and seasonal basis. Many of these items end up sitting **outside** surrounding the DPW garage due to insufficient space within the DPW building. This includes trucks, plows, implements, pipe materials, fittings, manholes and other various items that are critical to our DPW's operations. These items are being degraded by the weather elements of sun, rain, snow, ice, freezing and hot temperatures. In order to protect our investments, I believe it is time to finally move forward with the construction of the cold storage building. Over the past two months, we have identified an area in our laydown area where the building will fit and where our staff can prepare the site this summer for building construction in the late summer and fall. This building will be used to store off season equipment and material indoors in order to protect the items from the above stated natural elements.

We researched rough pricing of 60'x100' and 80'x120' building options, both with and without lean-to's. We believe that a 60'x100' building with 12' lean-to's on each of the 100' sides will be able to be constructed for somewhere in the ballpark of \$250,000. We will have numerous options of how to finance this project, with a 5 year loan to the equipment maintenance fund. Payments of \$50,000 - \$60,000 per year are well within the financial capacity of the equipment maintenance fund.

Staff requests the approval of the City Commission to go out to bids for a cold storage building at the Ironwood DPW facility.