

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



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**AGENDA**  
**REGULAR IRONWOOD CITY COMMISSION MEETING**  
**MONDAY, FEBRUARY 12, 2018**  
**Regular Meeting - 5:30 P.M.**

**LOCATION: COMMISSION CHAMBER MEMORIAL BUILDING**

**5:30 P.M.**

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

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

\*1) Approval of Minutes – Regular City Commission Meeting of January 22<sup>nd</sup> and a Special City Commission Meeting on January 29<sup>th</sup>.

\*2) Review and Place on File:

- a. Carnegie Library Meeting Minutes of December 15, 2017.
- b. Ironwood Housing Commission Meeting Minutes of January 9<sup>th</sup>, 2018.
- c. Poverty Exemption Guideline Resolution #018-001.

- 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).



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



## NEW BUSINESS

- G. Consider approval of Rural Development Pay Package in the amount of \$26,654.39 for the City of Ironwood – Phase 4 Utility Project Water Portion and authorize Mayor to sign all applicable documents.
- H. Consider approval of Rural Development Pay Package in the amount of \$3,645.48 for the City of Ironwood – Phase 4 Utility Project Sewer Portion and authorize Mayor to sign all applicable documents
- I. Manager's Report.
- J. Other Matters.
- K. Adjournment.

### **Proceedings of the Ironwood City Commission**

A regular meeting of the Ironwood City Commission was held on January 22, 2018 at 5:30 P.M. in the City Commission Chambers, Second Floor of the Municipal Memorial Building in the City of Ironwood.

A. Mayor Burchell called the regular meeting to order at 5:30 P.M.

B. Recording of the Roll.

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

C. Approval of the Consent Agenda.\*

\*1) Approval of Minutes – Regular City Commission Meeting of January 8<sup>th</sup>.

\*2) Review and Place on File:

- a. Planning Commission Meeting Minutes of December 7<sup>th</sup>.
- b. Park & Recreational Committee Meeting Minutes of December 7<sup>th</sup>.
- c. Ironwood Housing Commission Meeting Minutes of January 9<sup>th</sup>.

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

D. Approval of the Agenda

***Motion*** was made by Corcoran, seconded by Cayer and carried to approve the agenda as presented.

E. Review and Place on File:

1. Statement of Revenue & Expenditures.
2. Monthly Cash Report.

***Motion*** was made by Corcoran, seconded by Mildren and carried to receive and place on file the Revenue & Expenditures Report for the month ending December 31, 2017 and the Cash Summary Report dated December 31, 2017.

F. Approval of Monthly Check Register Report.

***Motion*** was made by Semo, seconded by Mildren to approve the Monthly Check Register Report for the month of December 31, 2017. 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).

There were none.

- I. AUDIENCE: Gregory Klecker, Ironwood Public Safety Director  
(RE: 2017 Activity Update - Ironwood Public Safety Department (IPSD).)

Ironwood Public Safety Director Gregory Klecker addressed the City Commission updating them on all the Ironwood Public Safety 2017 Activity. He stated there was 3,751 9-1-1 calls and out of those calls 335 were criminal/non-criminal, 300 tickets were written, and 47 fire runs were made, in which 19 were false alarms. Public Safety Director Klecker noted that the highest crime volume was domestic, second was controlled substance/drug related, and the third was larceny. Further discussion of this matter took place.

#### NEW BUSINESS

- J. Discuss and Consider approving the six-year (2018-2024) City of Ironwood Capital Improvement Plan (CIP).  
(\*\*SIX YEAR (2018-2024) CAPITAL IMPROVEMENT PLAN (CIP) AVAILABLE FOR REVIEW IN THE CITY CLERK'S OFFICE & ON THE CITY OF IRONWOOD'S WEBSITE AT <http://cityofironwood.org/community-development/>\*\*) )

***Motion*** was made by Semo, seconded by Corcoran to approve the six-year (2018-2024) City of Ironwood Capital Improvement Plan (CIP). Unanimously passed by roll call vote.

- K. Mayor's Appointments.

Mayor Burchell appointed Amy Nosal to a five (5) year term on the Downtown Ironwood Development Authority (DIDA) (term expiring June 30, 2021) and John Brottlund to an unexpired term on the Park & Recreation Committee (term expiring July 1, 2019).

***Motion*** was made by Semo, seconded by Mildren and carried to approve the Mayor's appointment of Amy Nosal to a five (5) year term on the Downtown Ironwood Development Authority (DIDA) (term expiring June 30, 2021) and the appointment of John Brottlund to the unexpired term on the Park & Recreation Committee (term expiring July 1, 2019).

L. Manager's Report.

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

- \*The Red Bull 400 Running Race will be coming to Copper Peak on May 12, 2018
- \*The next "First Friday" event will be held on Friday, February 2, 2018 and the theme will be "Love Your North" playing off the new City of Ironwood tag line (Find Your North) for a Valentine's Day theme.
- \*Bid specifications are currently being prepared for five additional blighted properties through the Hardest Hit Blight Grant.
- \*The City continues to work on the final costs for clean-up with the EAP for the City of Ironwood's old gas plant site
- \*Interviews will be conducted this coming Wednesday to fill an open position for the City Department of Public Works (DPW).
- \*A combined session between the Ironwood City Commission and the City Planning Commission has been scheduled for Monday, January 29, 2018 at 6:00 p.m. for a listening session to hear input from community members regarding the new medical marijuana laws.
- \*The DPW crews will be plowing tomorrow along with continuing to remove snow.
- \*Ironwood Public Safety Department Director Klecker will be hosting a public meet and greet at Contrast Coffee this coming Wednesday, January 24<sup>th</sup> between 10 a.m.-11:30 a.m. The public is invited to stop in and meet with the new Director.

M. Other Matters.

Commissioner Semo requested to be excused from the next City Commission meeting on February 12<sup>th</sup>.

***Motion*** was made by Mildren, seconded by Cayer and carried to excuse Commissioner Semo from the next regular City Commission Meeting on February 12<sup>th</sup>.

Commissioner Semo also urged everyone to attend the Historic Ironwood Theatre's Big Hit Fund Raiser on Saturday, February 24<sup>th</sup>.

Commissioner Mildren noted that our hometown Jason Slyning took 6<sup>th</sup> overall in the SISU this year and is considered one of the elite skiers. He also noted how nice it was to see Sam Davey get volunteer of the year, Contrast Coffee for the business of the year, Robotics Team the education award, and the volunteer organization being Pat Gallinagh for Suicide Prevention.

Commissioner Corcoran mentioned she would like an update of the Comprehensive Plan in the very near future.

N. Adjournment.

***Motion*** was made by Corcoran, seconded by Cayer and carried to adjourn the meeting at 6:10 P.M.

Annette Da Lio-Burchell, Mayor

Karen M. Gullan, City Clerk

### **Proceedings of the Special Ironwood City Commission Meeting**

A special meeting of the Ironwood City Commission was held on January 29, 2018 at 5:30 P.M. in the City Commission Chambers, Second Floor of the Municipal Memorial Building in the City of Ironwood.

1. Mayor Burchell called the regular meeting to order at 5:30 P.M.

Recording of the Roll.

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

ABSENT: None.

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

There were none.

3. Discuss and Consider Change Order #3 for the Phase 4 Water and Sewer project.

Paul Anderson from Coleman Engineering addressed the City Commission regarding converting the contract from a calendar day contract to a completion date contract and adding additional funds for the required matting for DEQ along with other items included in the change order. He further noted depending if the ground remains frozen they might not need all the additional funds for matting, which were already approved by Rural Development. Mr. Anderson noted the matting was not included in the original bid specification and Francis Street would be removed from the project. Further discussion of this matter took place with the Ironwood City Commission questioning Mr. Anderson on the project.

***Motion*** was made by Semo, seconded Mildren to approve Rural Development Change Order #3 for the Phase 4 Utility Project converting from a calendar day to a completion date contract with Ruotsala Construction, LLC for an additional amount of \$164,000.00 for the matting over wetlands and authorize the Mayor to sign all applicable documents. Unanimously passed by roll call vote.

4. Adjournment.

***Motion*** was made by Corcoran, seconded Semo and carried to adjourn the special meeting at 5:45 P.M.

Annette Da Lio-Burchell, Mayor

Karen M. Gullan, City Clerk

# **IRONWOOD CARNEGIE LIBRARY**

Regular Library Board Meeting

4:00pm December 15 2017

- I. Call to order.**
- II. Approval of Minutes of October**
- III. Approval of Financial Report including bills**
  - a. No financial report this month; will receive for next month
- IV. Adjustments to the Agenda**
- V. Continuing/old Business**
  - a. Rules of Procedure
  - b. Lighting
- VI. New Business**
  - a. Superiorland Cooperative
  - b. Wage increases 2018
  - c. Staffing
  - d. Dates for next committee meetings
- VII. Director Report**
- VIII. Board Comments**
- IX. Public invitation to be heard.**
  - (5-minute limitation per speaker)
- X. Adjournment.**



# IRONWOOD CARNEGIE LIBRARY

## Regular Library Board Meeting Minutes

4:00 November 17, 2017

- I. **Call to order.** 4:04 pm  
**Present:** Amber Hurkmans, Pam Johnson, Wendy Hicks, Kathi Maciejewski, Lynne Wiercinski,  
**Absent:** Helen Slining, Kim Corcoran.
- II. **Approval of Minutes:** Pam moved, Wendy seconded. Passed unanimously.
- III. **Approval of Financial Report including bills.** Kathi moved, Pam seconded. Passed unanimously.
- IV. **Adjustments to the Agenda.** None.
- V. **Continuing/old Business:**
  - a. 2018 Calendar Approval: Kathi moved, Amber seconded. Passed unanimously.
  - b. Board Member Term Updates: Kim was reappointed to Library Board and Pam turned in her letter of wishing to stay a part of the Board.
- VI. **New Business:**
  - a. Upstairs lighting: The new lights upstairs that were installed in about 2014 have bulbs that have become obsolete and we only have two left. We have to figure our work arounds but need to find someone to change for us. Art Romans has been contacted and may do some of the work.
  - b. Snow removal: We need someone to move the snow, our current contracted person is having a medical condition and is unable to do the shoveling for at least 6 weeks. Joe Saari will be able to do for a while but if anyone knows anyone who is willing, please let Lynne know.
  - c. Health Insurance Costs: The city plan will raise the amount we pay for Lynne's insurance (she is the only one at the library that is carried). Motioned that we continue with the plan that Lynne has. Kathi moved, Amber seconded. Passed unanimously.
  - d. Spanish class/charging for programs: Martha Modell is interested in holding a Spanish Class for 4 & 5 year olds. The class is designed in modules and would be 6 weeks long. Parents would pay \$8/week for the lessons but Martha wants to have control over participation. Although the idea sounded good, there was concern on the ability of Martha to determine participation. Matter was tabled for now.
  - e. Annual appeal: Most of the envelopes are written out but the letter is still in the works. As the first donation to the Appeal an aide of author Jonathan Kaiser (author) has donated \$100.
  - f. Fundraising Update – Scone Sale: We did well with the Scone sale making a profit of \$409.
  - g. Rule of Procedure: We will vote on at December meeting.
- VII. **Director's Report:**
  - a. The December meeting will be held on 15 Dec due to the holidays.
  - b. The library will be closed on 22, 23, 24, 25 of Dec and ½ day on the 29<sup>th</sup>, full days on 30, 31 Dec and 1 Jan.
  - c. January is the election of officers.
  - d. Carpeting will be installed on the steps on 7 Dec.
  - e. The policy committee will be meeting in January and one of the things we will be looking at is a policy on social media.
- VIII. **Board Comments - none**
- IX. **Public invitation to be heard.** None
- X. **Adjournment:** 5:03. Amber moved, Wendy seconded.

## **RULES OF THE IRONWOOD CARNEGIE LIBRARY BOARD OF TRUSTEES**

(Adopted on January 20, 2008, amended February 23, 2010, December 18, 2012, January 24, 2014 and February 10, 2017)

### **A. APPOINTING STUDENT MEMBER OF THE BOARD**

The nonvoting student member may be appointed for a term of one year. The vacant position shall be posted at the library. Students will be asked to apply by September 1<sup>st</sup> of each year and the Board shall appoint the student at the January meeting.

### **B. REGULAR AND SPECIAL MEETINGS**

All meetings of the Ironwood Carnegie Library will be held in compliance with state statutes, including the Open Meetings Act., 1976 PA 267 as amended, and with these rules.

#### **Section 1. Regular Meetings**

The Board shall hold regular meetings on the fourth **Friday of each month at a time to be determined and posted each January** at the Ironwood Carnegie Library unless a different location is on the posted notice. If the time set for a regular meeting falls on a holiday, the meeting shall be changed at the discretion of the board; provided that the place may be changed if necessary, as long as timely notice is furnished to the public.

#### **Section 2. Special Meetings**

Special meetings of the Ironwood Carnegie Library shall be called by the President on written request of the Library Director, or written request of two (2) members of the Library Board.

There shall be at least 18 hours written notice to each member of the Board, designating the time, place, and purpose of the meeting. Notice shall be served personally or left at his/her usual place of residence or business (as desired by the individual Board Trustee) by the Library Director or an agent appointed by the Library Director.

Only the business listed in the call to a special meeting may be transacted at that meeting.

#### **Section 3. Posting requirements for Regular and Special Meetings**

Scheduled meetings shall be posted 18 hours before the meeting.

#### **Section 4. Minutes of Regular and Special Meetings**

The secretary of the Board record all the proceedings and resolutions of the Board in accordance with the Open Meetings Act. In the absence of the secretary, the Board may appoint another person to temporarily perform the clerk's duties.

A copy of the minutes of each regular or special Board meeting shall be available for public inspection at the City offices during regular business hours.

#### **Section 5. Work Sessions**

Upon the written request or equivalent of the Library Director or two (2) Trustees and with appropriate notice to the Board members and to the public, the Board may convene a work session devoted exclusively to the exchange of information relating to library affairs. No votes shall be taken on any matters under discussion nor shall any Board member enter into a formal commitment with another member regarding a vote to be taken subsequently. Board members shall not be paid for attendance at work sessions. Minutes are not required but notes may be taken and posted.

### **C. CONDUCT OF MEETINGS**

#### **Section 1. Meetings to be Public**

All regular meetings of the Board shall be open to the Public, and citizens shall have a reasonable opportunity to be heard in accordance with such rules and regulations as the Board may determine, except that the meetings may be closed to the public and the media in accordance with the Open Meetings Act.

All official meetings of the Board and its committees shall be open to the media, freely subject to recording by radio, television, and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings.

#### **Section 2. Agenda Preparation**

An agenda for each regular Board Meeting shall be prepared by the Library Director with the following Order of Business.

- I. Call to order.
- II. Approval of Minutes of last meeting
- III. Approval of Financial Report including bills:
- IV. Adjustments to the Agenda
- V. Old Business

- VI. New Business
- VII. Director Comments
- VIII. Board Member Comments
- IX. Public invitation to be heard.  
(3-minute limitation per speaker)

The Order of Business shall not be departed from except by the consent of 2/3's of the member of the Board present.

### **Section 3. Quorum**

Three (3) members of the Board shall be a quorum, but three members or less may adjourn regular or special meetings to a later date, and may by majority vote of those present compel personal presence and continuous attendance of its members and officers.

### **Section 4. Attendance at Board Meetings**

Appointment to the Board is a privilege freely sought by the nominee. It carries with it the responsibility to participate in Board activities and represent the residents of the service area of the Library. Attendance at Board meetings is critical to fulfilling this responsibility.

### **Section 5. Presiding Officer**

The presiding officer (chairperson) shall be responsible for enforcing these rules of procedure and for enforcing orderly conduct at meetings. If a quorum is present, the first order of business in January of each year is to select a meeting chair regardless of the adopted order of business. Following the selection of an acting chair, the acting chair will follow the adopted order of business.

### **Section 6. Disorderly Conduct**

The presiding officer/chairperson may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than the allotted time or speaking vulgarities. Such person shall be seated until the chair determines whether the person is in order.

If the person so engaged in presentation is called out of order, he or she shall not be permitted to continue to speak at the same meeting except by special leave of the Board. If the person shall continue to be disorderly and disrupt the meeting, the chair may order the Sergeant-at-Arms to remove the person from the meeting. No person shall be

removed from a public meeting except for an actual breach of the peace committed at the meeting.

The Ranking Public Safety Officer of the City (or designated alternate) shall serve as Sergeant-at-Arms for enforcement of this provision.

#### **D. CLOSED MEETINGS**

##### **Section 1. Purpose**

Closed meetings may be held only for the reasons authorized in the Open Meetings Act, PA 267 of 1976 as amended.

##### **Section 2. Calling Closed Meetings**

At a regular or special meeting, the Board elected or appointed and serving, by a two thirds vote may call a closed session under the conditions outlined in Section C.1 of the Open Meetings Act. The roll call vote and purpose(s) for calling the closed meeting shall be entered into the minutes of the public part of the meeting at which the vote is taken.

##### **Section 3. Minutes of Closed Meetings**

The designated secretary of the Board shall take a separate set of minutes at the closed session. These minutes will be retained by the clerk, shall not be available to the public, and shall only be disclosed if required by a civil action, as authorized by the Michigan Open Meetings Act. These minutes may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

#### **E. DISCUSSION AND VOTING**

##### **Section 1. Rules of Parliamentary Procedures**

The rules of parliamentary practice as contained in the latest edition of Robert's Rules of Order shall govern the Board in all cases to which they are applicable, provided they are not in conflict with these rules, City Ordinances, the City Charter, or applicable state statutes. The Chair may appoint a parliamentarian.

Action on the passage of all business shall be taken by "yes" and "no" votes, entered into the record (unless unanimous, in which case a statement to that effect will suffice).

The presiding officer/chairperson shall preserve order and decorum and may speak to points of order in preference to other Board members. The presiding officer/chairperson shall decide all questions arising under this parliamentary authority, subject to appeal and reversal by a majority of the Board members present.

The presiding officer/chairperson may make and support motions at all Board meetings.

Any Board Trustee may appeal to the Board a ruling of the presiding officer/chairperson. If the appeal is seconded, the Trustee making the appeal may briefly state the reason for the appeal and the presiding officer/chairperson may briefly state the ruling. There shall be no debate on the appeal and no other Trustee shall participate in the discussion. The questions shall be "Shall the decision of the chair be sustained?" If the majority of the Trustees present vote "yes", the ruling of the presiding officer/chairperson is sustained; otherwise it is overruled. Tie votes sustain the chairs ruling.

## **Section 2. Conduct of Discussion**

During discussion and debate, no Trustee shall speak until recognized for that purpose by the presiding officer/chairperson. After such recognition, the Trustee shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another Trustee. Speakers should address their remarks to the presiding officer/chairperson, maintain a courteous tone and avoid interjecting a personal note into debate.

No Trustee shall speak more than once on the same questions unless every Trustee desiring to speak to that question shall have had the opportunity to do so.

The presiding officer/chairperson, at his or her discretion and subject to the appeal process mentioned in Section D.1, may permit any person to address the Board during its deliberations.

## **Section 4. Roll Call**

In all roll call votes, the names of the members of the Board shall be called in rotating order as determined by the Secretary.

## **Section 5. Duty to Vote**

Appointment to a deliberative body carries with it the obligation to vote. Board members present at the Board meeting shall vote on every matter before the body, unless otherwise excused or prohibited from voting by law. A Board member who is present and abstains or does not respond to a roll call vote shall be counted as voting with the prevailing side and shall be so recorded, unless otherwise excused or prohibited by law from voting.

Conflict of interest, as defined by law, shall be the sole reason for a member to abstain from voting. Any Trustee called on to make an official decision who feels a conflict of interest may exist, should make that feeling known and may abstain from voting on that issue. (Charter Sec. 3.4(b)). A vote may be postponed, if necessary, to obtain the opinion of the Library Attorney.

The right to vote is limited to the members of Board present at the time the vote is taken. Voting by proxy or by telephone is not permitted.

All votes must be held and determined in public; no secret ballots are permitted.

### **Section 6. Results of voting**

In all cases where a vote is taken, the presiding officer/chairperson shall declare the result. It shall be in order for any Board member voting in the majority to move for a reconsideration of the vote on any question at that meeting or at the next succeeding meeting of the Board. When a motion to reconsider fails, it cannot be renewed.

## **F. PUBLIC PARTICIPATION**

### **Section 1. General**

Each regular Board meeting agenda shall provide for reserved time for audience participation.

If requested by a member of the Board, the Presiding Officer/Chairperson shall have discretion to allow a member of the audience to speak at times other than reserved time for audience participation.

### **Section 2. Length of Presentation**

Any person wishing to address the Board during the times set for public comment, shall be limited to three (3) minutes in length for the first Public Comment time and five (5) minutes in length for the second Public Comment time per individual presentation. The Clerk will maintain the official time and notify the speakers when their time is up.

### **Section 3. Addressing the Board**

When a person addresses the Board, he or she shall step up to the podium or designated area and state his or her name and home address. Remarks should be confined to the question at hand and addressed to the presiding officer/chairperson in a courteous tone. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak. (If a person addressing the Board is found to be disorderly then page 4, Section 8, of these rules shall apply).

## **G. MISCELLANEOUS**

### **Section 1. Adoption and Amendment of Rules of Procedure**

These rules of procedure of the Board will be placed on the agenda of the December meeting of each year for review and adoption. A copy of the rules adopted shall be distributed to each Board member.

The Board may alter or amend its rules at any time by a vote of 4 of the 5 Trustees after public notice has been given of the proposed alteration or amendment.

## **Section 2. Suspension of Rules**

The rules of the Board may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds (2/3) of the members present except that Board action shall conform to the City Charter, State Statutes and to the Michigan and the United States Constitutions.

## **Section 3. Committees**

The Chair shall appoint all members with Board confirmation to committees of the Board.

## **Section 4. Board Mail**

That the Secretary (or an agent appointed by the Secretary) be authorized to open all mail addressed to the Board and that the Secretary make a sufficient number of copies of the ordinary mail received to be mailed/delivered with the docket preceding the meeting. Further, that copies of all urgent correspondence be made and mailed to the Trustees without delay.



IRONWOOD HOUSING COMMISSION  
REGULAR MEETING MINUTES  
JANUARY 9, 2018  
PIONEER PARK APARTMENTS – COMMUNITY ROOM  
515 E. VAUGHN STREET – IRONWOOD, MI. 49938

The regular meeting of the Ironwood Housing Commission was held on January 9, 2018 in the Community Room at Pioneer Park Apartments at 515 E. Vaughn Street, Ironwood, MI. 49938. The meeting was open to the public.

Present: Adrienne Chase  
Anabelle O'Brien  
Jim Rayner  
Joe Cayer, Jr.

Absent: Joe Cayer, Sr.

1. Call to Order

The meeting was called to order at 4:00 p.m. by President O'Brien, followed by the Pledge of Allegiance.

2. Approval of Minutes

Motion by Rayner, Seconded by Cayer, Jr. to approve minutes of the December 12, 2017 meeting. All approved.

3. Old Business-None

4. New Business

4.1.1 Current Vacancy Report (Info)

The Director provided information to the Board of Commissioners on the Ironwood Housing Commission's current Vacancy report for Public Housing.

4.1.2 Current A/R Balance Report (Info)

The Director provided information to the Board of Commissioners on the Ironwood Housing Commissions current A/R Balance Report.

#### 4.1.3 Bank Account Reconciliation as of November 30, 2017

The Director provided information to the Board of Commissioners for the Ironwood Housing Commissions Bank Account Reconciliation Report for the General Fund for the month ending November 30, 2017.

#### 4.1.4 Supplementary Statement of Income as of November 30, 2017.

The Director provided information to the Board of Commissioner's for the Ironwood Housing Commission's Supplementary Statements of Income for the month ending November 30, 2017. This includes Revenue to Date, Expense to Date & Total Unrestricted Net Position as of November 30, 2017.

#### 5. Disbursements and Claims

#### 6. Disbursements of Checks # 19295-19317

Motion by Cayer, Jr., Seconded by Chase, Unanimously approved through roll call vote.

#### 7. Commissioner Comments

Rayner questioned the Director if the Ironwood Housing Commission has a Five Year Plan for our Capital Fund Spending.

Chase questioned the Director if there is any current training available and when there is any available to please inform the Board members so they may choose to attend the training for Commissioners.

O'Brien questioned the Director on how the purchase of the Kubota Tractor was coming.

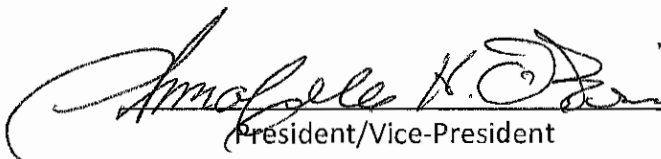
#### 8. Public Comment

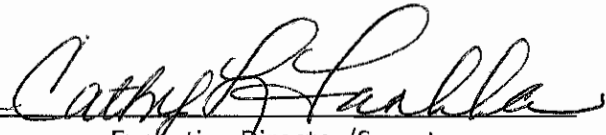
Jack Huotari commented that our building is smoke free and people smoke marijuana and he feels they are getting away with it.

Joyce Junge presented a letter to the Board regarding dogs in the building. Chase reviewed the note and stated that this is for management to handle not the board. Chase also stated that public comment is a commentary session for the public and it is not a complaint session and complaints should be handled by Management.

9. Adjournment

Motion by Rayner, Seconded by Chase. All approved. Meeting adjourned at 4:45 p.m.

  
President/Vice-President

  
Executive Director/Secretary

# Memo

**To:** Mayor Burchell and Commissioners

**From:** Dennis Hewitt

**cc:** Name

**Date:** January 29, 2018

**Re:** Updated Poverty Exemption Income limits

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This is my annual request to approve a resolution for Poverty Exemptions Guidelines with the updated Federal Poverty income limits for the Board of Review to use. The State is recommending this be approved on an annual basis. If you have any question's please feel free to contact my office.

#018-001

## CITY OF IRONWOOD

### GUIDELINE RESOLUTION FOR POVERTY EXEMPTION

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the City Commission; and

**WHEREAS**, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

**WHEREAS**, pursuant to PA 390 of 1994, the City of Ironwood, Gogebic County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

1. The applicant must appeal personally, by appointment, in writing, or through an agent authorized in writing by the property owner.
2. The applicant shall complete the hardship petition form in advance of the hearing date, including a copy of the current or prior year Income Tax Returns, both Federal and Michigan, for all persons residing in the home or listed as an owner on the deed. This must include the MI1040 CR showing the homestead Property Tax Credit. Any additional information to be presented to the Board must be in writing and attached to the petition.
3. Any relief granted is a reduction over and above the \$1200 maximum Homestead Property Tax Credit granted by the State of Michigan.
4. All applications must be RECEIVED by the Assessor's office after January 1, but one day before the final published session of the Board of Review.
5. All applications shall be processed by the Assessor's office to calculate the percentage of Household Income consumed by property taxes. A hardship situation does not exist when property taxes do not exceed 5% of the household/owner adjusted income.
6. The Board of Review may require a driver's license, deed, or any form of documentation necessary for verification.
7. An explanation will be required for all household members over the age of eighteen who are not cited as contributing to the household income.
8. The property being appealed must be the applicant's Homestead (Principle Residence).

9. Poverty reductions shall not be given to the same household for more than five (5) consecutive years, or until the applicant has reached age 65, at which time the five (5) year time limitation is removed.
10. In order to qualify for consideration for a Hardship Exemption, petitioners must qualify under the most current Federal poverty guidelines as determined annually by the United States Department of Health and Human Services. The figures listed below represent the most that could have been earned by all household members in order to qualify for a Hardship Exemption at the March, July or December Boards of Review. The Board of Review may choose to waive these income requirements if a hardship applicant has experienced a recent significant change in their household income.

The following are the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

***Federal Poverty Guidelines for 2018 Assessments***

<b><u>Number of Persons Residing in the Principal Residence</u></b>	<b><u>Poverty Guidelines Annual allowable income</u></b>
1 person	\$ 12,060
2 persons	\$ 16,240
3 persons	\$ 20,420
4 persons	\$ 24,600
5 persons	\$ 28,780
6 persons	\$ 32,960
7 persons	\$ 37,140
8 persons	\$ 41,320
Each additional person, add	\$ 4,180

***NOW, THEREFORE, BE IT HEREBY RESOLVED*** that the assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

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

Upon roll call vote, the following voted:

Yes:

No:

Absent:

---

Annette Da Lio-Burchell

Date

STATE OF MICHIGAN )  
                                  ) SS  
GOGEbic COUNTY    )

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Ironwood City Commission, County of Gogebic, State of Michigan, at a regular meeting held on February 12, 2018 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Act of Michigan, 1967, and that the minutes of said meeting were kept and will be or have been made available as required by said act.

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Karen M. Gullan, City Clerk

*City of Ironwood, Michigan*  
*PROJECT: City of Ironwood Phase IV Utility Project*

*SUMMARY OF PAYMENTS*  
*DUE AND APPROVED BY OWNER*  
*AT MEETING HELD*  
*2/12/2018*

*The following invoices have been approved for payment:*

<i>Invoices to be Paid</i>	<i>Amount Due</i>	<i>Budget Category</i>
Ruotsala Construction, LLC	\$15,691.39	Construction
Coleman Engineering Company - Invoice 30126	\$7,299.50	Engineering - Basic
Coleman Engineering Company - Invoice 30126	\$3,663.50	Engineering - Inspection
<b>Total:</b>	<b>\$26,654.39</b>	<b>---</b>

Ayes: \_\_\_\_\_  
 Nays: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Motion:           Passed          

By: \_\_\_\_\_  
 Title: Mayor \_\_\_\_\_  
 Date: February 12, 2018 \_\_\_\_\_



ESTIMATE OF FUNDS NEEDED  
FOR  
30-Day Period Commencing  
12/3/2017  
(WATER PORTION OF PROJECT - PHASE IV)

Name of Borrower: City of Ironwood, Michigan

Items		Amount of Funds
<b>Construction:</b>		
	Ruotsala Construction, LLC	\$15,691.39
<b>Construction Total:</b>		<b>\$15,691.39</b>
<b>Legal/Admin:</b>		
	City of Ironwood - Reimbursement	\$0.00
<b>Legal/Admin Total:</b>		<b>\$0.00</b>
<b>Engineering Fees:</b>		
	Basic:	\$7,299.50
	Inspection:	\$3,663.50
	Additional Services:	\$0.00
<b>Engineering Fees Total:</b>		<b>\$10,963.00</b>
<b>Contingencies:</b>		<b>\$0.00</b>
<b>Advertising:</b>		<b>\$0.00</b>
<b>Total:</b>		<b>\$0.00</b>
<b>TOTAL:</b>		<b>\$26,654.39</b>

Prepared by: City of Ironwood  
Name of Borrower

By: Annette DaLio-Burchell, Mayor

Date: February 12, 2018

Approved By:

Date:

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-15. The time required to complete this information collection is estimated to average 1 hour per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

**COLEMAN ENGINEERING COMPANY**

635 Circle Drive  
Iron Mountain, Michigan 49801  
Phone: (906) 774-3440

Invoice No.: 30126

Date: January 8, 2018

**To:** CITY OF IRONWOOD  
213 S MARQUETTE STREET  
IRONWOOD, MICHIGAN 49938  
ATTN: PAUL LINN, TREASURER

CEC Job No.: EC-16386	Project: Ironwood Phase 4 - Water Portion
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Services from: December 3, 2017 to December 30, 2017

**Basic**

Engineer 11	47.00 hrs	@	\$102.00 /hr	.....	\$	4,794.00
Engineer 6	22.25 hrs	@	\$72.00 /hr	.....		1,602.00
Engineer 5	6.00 hrs	@	\$67.00 /hr	.....		402.00
Technician 15	5.25 hrs	@	\$67.00 /hr	.....		351.75
Engineer 4	2.25 hrs	@	\$62.00 /hr	.....		139.50
Clerical	0.25 hrs	@	\$41.00 /hr	.....		10.25

Total Billing Group                      \$        7,299.50

**Inspection**

Technician 17	19.50 hrs	@	\$72.00 /hr	.....		1,404.00
Engineer 5	5.50 hrs	@	\$67.00 /hr	.....		368.50
Engineer4	30.50 hrs	@	\$62.00 /hr	.....		1,891.00

Total Billing Group                      \$        3,663.50

**Total Invoice Amount                      \$        10,963.00**

**Project Invoice Summary**

	<u>Budget</u>	<u>Invoiced to Date</u>	<u>Remaining</u>
Basic	\$ 270,097.00	\$ 233,233.25	\$ 36,863.75
Inspection	\$ 168,942.00	\$ 65,857.50	\$ 103,084.50
Other Engineering	\$ 29,846.00	\$ 21,720.00	\$ 8,126.00
Total	\$ 468,885.00	\$ 320,810.75	\$ 148,074.25

*City of Ironwood, Michigan*  
*PROJECT: City of Ironwood Phase IV Utility Project*

*SUMMARY OF PAYMENTS*  
*DUE AND APPROVED BY OWNER*  
*AT MEETING HELD*  
*2/12/2018*

*The following invoices have been approved for payment:*

<i>Invoices to be Paid</i>	<i>Amount Due</i>	<i>Budget Category</i>
Ruotsala Construction, LLC	\$2,397.23	Construction
Coleman Engineering Company - Invoice 30125	\$535.25	Engineering - Basic
Coleman Engineering Company - Invoice 30125	\$713.00	Engineering - Inspection
<b>Total:</b>	<b>\$3,645.48</b>	---

Ayes:

\_\_\_\_\_

Nayes:

\_\_\_\_\_

Absent:

\_\_\_\_\_

Motion:

Passed

\_\_\_\_\_

By:

\_\_\_\_\_

Title: Mayor

\_\_\_\_\_

Date: February 12, 2018

\_\_\_\_\_

ESTIMATE OF FUNDS NEEDED  
FOR  
30-Day Period Commencing  
12/3/2017  
(SEWER PORTION OF PROJECT - PHASE IV)

Name of Borrower: City of Ironwood, Michigan

Items		Amount of Funds
<b>Construction:</b>		
	Ruotsala Construction, LLC	\$2,397.23
<b>Construction Total:</b>		<b>\$2,397.23</b>
<b>Legal/Admin:</b>		
	City of Ironwood - Reimbursement	\$0.00
<b>Legal/Admin Total:</b>		<b>\$0.00</b>
<b>Engineering Fees:</b>		
	Basic:	\$535.25
	Inspection:	\$713.00
	Additional Services:	\$0.00
<b>Engineering Fees Total:</b>		<b>\$1,248.25</b>
<b>Contingencies:</b>		<b>\$0.00</b>
<b>Advertising:</b>		<b>\$0.00</b>
<b>Total:</b>		<b>\$0.00</b>
<b>TOTAL:</b>		<b>\$3,645.48</b>

Prepared by: City of Ironwood

Name of Borrower

By:

Annette DaLio-Burchell, Mayor

Date:

February 12, 2018

Approved By:

Date:

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-15. The time required to complete this information collection is estimated to average 1 hour per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

**COLEMAN ENGINEERING COMPANY**

635 Circle Drive  
Iron Mountain, Michigan 49801  
Phone: (906) 774-3440

Invoice No.: 30125

Date: January 8, 2018

**To:** CITY OF IRONWOOD  
213 S MARQUETTE STREET  
IRONWOOD, MI 49938  
ATTN: PAUL LINN, TREASURER

CEC Job No.: EC-16385

Project: Ironwood Phase 4 - Sewer Portion

Services from: December 3, 2017 to December 30, 2017

**Basic**

Engineer 11	0.50 hrs	@	\$102.00 /hr	.....	\$	51.00
Technician 17	1.00 hrs	@	\$72.00 /hr	.....		72.00
Engineer 5	0.75 hrs	@	\$67.00 /hr	.....		50.25
Technician 15	5.25 hrs	@	\$67.00 /hr	.....		351.75
Clerical	0.25 hrs	@	\$41.00 /hr	.....		10.25
Total Billing Group						\$ 535.25

**Inspection**

Engineer 4	11.50 hrs	@	\$62.00 /hr	.....		713.00
Total Billing Group						\$ 713.00

**Total Invoice Amount                      \$    1,248.25****Project Invoice Summary**

	<u>Budget</u>	<u>Invoiced to Date</u>	<u>Remaining</u>
Basic	\$ 152,332.00	\$ 116,254.25	\$ 36,077.75
Inspection	\$ 95,198.00	\$ 47,034.50	\$ 48,163.50
Other Engineering	\$ 16,854.00	\$ 13,699.75	\$ 3,154.25
Total	\$ 264,384.00	\$ 176,988.50	\$ 87,395.50

<b>Contractor's Application for Payment No.</b>		6
	Application Period: 12/3/17 - 1/6/18	Application Date: 2/12/2018
To (Owner): City of Ironwood	From (Contractor): Ruotsala Construction, LLC	Via (Engineer): Coleman Engineering Company
Project: City of Ironwood - Phase IV Utility Project	Contract: City of Ironwood - Phase III Utilities - Local	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 16385/16386

**Application For Payment  
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
1	\$160,676.50	
2	\$62.00	
3	\$98,794.00	-\$43,916.00
TOTALS	\$259,532.50	-\$43,916.00
NET CHANGE BY CHANGE ORDERS	\$215,616.50	

1. ORIGINAL CONTRACT PRICE.....	\$	<u>\$3,218,303.00</u>
2. Net change by Change Orders.....	\$	<u>\$215,616.50</u>
3. Current Contract Price (Line 1 ± 2).....	\$	<u>\$3,433,919.50</u>
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$	<u>\$1,652,851.03</u>
5. RETAINAGE:		
a. 5%   X   \$1,652,851.03 Work Completed.....	\$	<u>\$82,642.55</u>
b. 5%   X                      Stored Material.....	\$	<u>                    </u>
c. Total Retainage (Line 5a + Line 5b).....	\$	<u>\$82,642.55</u>
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	<u>\$1,570,208.48</u>
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	<u>\$1,552,119.86</u>
8. AMOUNT DUE THIS APPLICATION.....	\$	<u>\$18,088.62</u>
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$	<u>\$1,863,711.02</u>

<b>Contractor's Certification</b> The undersigned Contractor certifies that to the best of its knowledge: (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 Work covered by prior Applications for Payment; (2) title of 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 Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	
By:	Date: 2/12/2018

Payment of:	\$	<u>\$18,088.62</u>	
			(Line 8 or other - attach explanation of the other amount)
is recommended by:		<u>2/12/2018</u>	
			(Engineer) (Date)
Payment of:	\$	<u>\$18,088.62</u>	
			(Line 8 or other - attach explanation of the other amount)
is approved by:		<u>2/12/2018</u>	
			(Owner) (Date)
Approved by:			
			Funding Agency (if applicable) (Date)

Endorsed by the Construction Specifications Institute.

City of Ironwood, Michigan  
City of Ironwood - Phase IV Utility Project  
CEC Project No. 16385/16386

Pay Request No. 6  
Ruotsala Construction, LLC  
E5299 Hannu Road  
Ironwood, MI 49938

WATER AND SEWER BREAKDOWN

No.	Item	Water Portion	Sewer Portion	TOTAL
1	Original Contract Price	\$1,936,904.50	\$1,281,398.50	\$3,218,303.00
2	Change Orders	\$183,521.25	\$32,095.25	\$215,616.50
3	Revised Contract Price	\$2,120,425.75	\$1,313,493.75	\$3,433,919.50
4A	Total Work Completed	\$880,110.86	\$772,740.17	\$1,652,851.03
4B	Total Stored Materials	\$0.00	\$0.00	\$0.00
4	Total Completed and Stored to Date	\$880,110.86	\$772,740.17	\$1,652,851.03
5A	Retainage (Work Complete)	\$44,005.54	\$38,637.01	\$82,642.55
5B	Retainage (Stored Materials)	\$0.00	\$0.00	\$0.00
5C	Total Retainage	\$44,005.54	\$38,637.01	\$82,642.55
6	Amount Eligible to Date	\$836,105.32	\$734,103.16	\$1,570,208.48
7	Previous Payments	\$820,413.93	\$731,705.93	\$1,552,119.86
8	Amount Due This Application	\$15,691.39	\$2,397.23	<b>\$18,088.62</b>

## Construction Pay Estimate Amount Balance Report

Estimate: 6

### Contract: .16385/86, Phase IV Water & Sewer Utility Project

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 101. 6-Inch Watermain	8237001	0205	16385/86	0001	15.000		0.000			37.00000	
_ 102. 8-Inch Watermain	8237001	0210	16385/86	0001	6,129.000	15.000	4,722.000	4,722.000	77%	40.00000	\$188,880.00
_ 103. 12-Inch Watermain	8237001	0215	16385/86	0001	228.000		146.000	146.000	64%	55.00000	\$8,030.00
_ 104. 16-Inch Watermain	8237001	0220	16385/86	0001	4,961.000		1,941.000	1,941.000	39%	100.00000	\$194,100.00
_ 105. 16-Inch Watermain - Special	8237001	0225	16385/86	0001	540.000		466.000	466.000	86%	70.00000	\$32,620.00
_ 106. 8-Inch Gate Valve & Box	8237050	0260	16385/86	0001	20.000	1.000	16.000	16.000	80%	1,600.00000	\$25,600.00
_ 107. 12-Inch Gate Valve & Box	8237050	0265	16385/86	0001	11.000		9.000	9.000	82%	2,800.00000	\$25,200.00
_ 108. 16-Inch Butterfly Valve & Box	8237050	0270	16385/86	0001	7.000		5.000	5.000	71%	6,500.00000	\$32,500.00
_ 109. Gate Box, Reconstruct, Case 1	8237050	0275	16385/86	0001	5.000		0.000			1,000.00000	
_ 110. 8 x 8 x 6 Tee	8237050	0280	16385/86	0001	18.000		12.000	12.000	67%	400.00000	\$4,800.00
_ 111. 8 x 8 x 8 Tee	8237050	0285	16385/86	0001	6.000		5.000	5.000	83%	300.00000	\$1,500.00
_ 112. 12 x 12 x 6 Tee	8237050	0290	16385/86	0001	4.000		4.000	4.000	100%	425.00000	\$1,700.00
_ 113. 12 x 12 x 8 Tee	8237050	0295	16385/86	0001	1.000		1.000	1.000	100%	450.00000	\$450.00
_ 114. 12 x 12 x 12 Tee	8237050	0300	16385/86	0001	3.000		1.000	1.000	33%	525.00000	\$525.00
_ 115. 16 x 16 x 6 Tee	8237050	0305	16385/86	0001	1.000		1.000	1.000	100%	650.00000	\$650.00
_ 116. 16 x 16 x 12 Tee	8237050	0310	16385/86	0001	1.000		0.000			1,000.00000	
_ 117. 16 x 16 x 16 Tee	8237050	0315	16385/86	0001	3.000		3.000	3.000	100%	1,100.00000	\$3,300.00
_ 118. 12 x 8 x 12 x 8 Cross	8237050	0320	16385/86	0001	2.000		2.000	2.000	100%	525.00000	\$1,050.00
_ 119. 8 x 6 Reducer	8237050	0325	16385/86	0001	3.000		2.000	2.000	67%	200.00000	\$400.00
_ 120. 12 x 8 Reducer	8237050	0330	16385/86	0001	2.000		1.000	1.000	50%	300.00000	\$300.00
_ 121. 8-Inch Cap/Plug	8237050	0335	16385/86	0001	3.000		3.000	4.000	133%	150.00000	\$450.00
<b>Quantity Withheld: 1.000</b>											
_ 122. 8-Inch 45° Bend	8237050	0340	16385/86	0001	10.000		10.000	10.000	100%	250.00000	\$2,500.00
_ 123. 8-Inch 11.25° Bend	8237050	0345	16385/86	0001	5.000		3.000	3.000	60%	250.00000	\$750.00
_ 124. 12-Inch 45° Bend	8237050	0350	16385/86	0001	3.000		2.000	2.000	67%	375.00000	\$750.00
_ 125. 12-Inch 11.25° Bend	8237050	0355	16385/86	0001	1.000		0.000			300.00000	



## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 126. 16-Inch 45° Bend <b>Quantity Withheld: 1.000</b>	8237050	0360	16385/86	0001	2.000		2.000	3.000	150%	700.00000	\$1,400.00
_ 127. 16-Inch 11.25° Bend	8237050	0365	16385/86	0001	1.000		1.000	1.000	100%	700.00000	\$700.00
_ 128. Steel Casing Pipe, 30-Inch, Jacked- In-Place	8237001	0230	16385/86	0001	96.500		96.500	96.500	100%	200.00000	\$19,300.00
_ 129. Line Stops - 6	8237050	0370	16385/86	0001	0.000		0.000			5,000.00000	
_ 130. Line Stops - 16	8237050	0375	16385/86	0001	3.000		1.000	1.000	33%	15,000.00000	\$15,000.00
_ 131. Air Relief Vault	8237050	0380	16385/86	0001	3.000		1.000	1.000	33%	5,000.00000	\$5,000.00
_ 132. Marker Post	8237050	0385	16385/86	0001	39.000		0.000			50.00000	
_ 133. 1-Inch Corporation Stop	8237050	0390	16385/86	0001	74.000		49.000	49.000	66%	125.00000	\$6,125.00
_ 134. 1-Inch Curb Stop & Box	8237050	0395	16385/86	0001	69.000		49.000	49.000	71%	200.00000	\$9,800.00
_ 135. 1-Inch Type K Copper Service	8237001	0235	16385/86	0001	1,703.000		1,379.000	1,379.000	81%	25.00000	\$34,475.00
_ 136. 6 x 12 Grade Offset Adapter	8237050	0400	16385/86	0001	5.000		3.000	3.000	60%	200.00000	\$600.00
_ 137. 6-Inch Ductile Iron Hydrant Lead	8237001	0240	16385/86	0001	180.000		148.500	148.500	83%	35.00000	\$5,197.50
_ 138. Fire Hydrant Assembly	8237050	0405	16385/86	0001	18.000		16.000	16.000	89%	4,500.00000	\$72,000.00
_ 139. Fire Hydrant Assembly - Special	8237050	0410	16385/86	0001	1.000		1.000	1.000	100%	5,500.00000	\$5,500.00
_ 140. Salvage Existing Hydrant	8237050	0415	16385/86	0001	8.000		7.000	7.000	88%	200.00000	\$1,400.00
_ 141. Connect to Existing 6 Watermain	8237050	0420	16385/86	0001	3.000		2.000	2.000	67%	1,000.00000	\$2,000.00
_ 142. Connect to Existing 8 Watermain	8237050	0425	16385/86	0001	3.000		1.000	1.000	33%	1,100.00000	\$1,100.00
_ 143. Connect to Existing 12 Watermain	8237050	0430	16385/86	0001	14.000		12.000	12.000	86%	1,200.00000	\$14,400.00
_ 144. Connect to Existing 16 Watermain	8237050	0435	16385/86	0001	7.000		4.000	4.000	57%	2,000.00000	\$8,000.00
_ 145. Remove Existing 16 Cap	8237050	0440	16385/86	0001	1.000		0.000			100.00000	
_ 146. Rock Excavation	2057021	0005	16385/86	0001	970.000	140.850	353.650	353.650	36%	35.00000	\$12,377.75

Contract: .16385/86

Estimate: 6

Page 2 of 9

## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 147. Special Backfill	2067021	0020	16385/86	0001	250.000		0.000			10.00000	
_ 148. Stone Refill (MDOT 6A)	2067021	0025	16385/86	0001	370.000		5.510	5.510	1%	25.00000	\$137.75
_ 149. Utility Exploration	8237050	0445	16385/86	0001	45.000		7.000	7.000	16%	250.00000	\$1,750.00
_ 150. Insulation	8237010	0255	16385/86	0001	1,148.000		208.000	208.000	18%	1.00000	\$208.00
_ 151. TransCanada/Great Lakes Gas Pipeline Crossing	8237051	0450	16385/86	0001	1.000		0.000			80,000.00000	
_ 152. Stream Crossing	8237051	0455	16385/86	0001	1.000	0.250	0.250	0.250	25%	6,500.00000	\$1,625.00
_ 153. CN Railroad Crossing	8237051	0460	16385/86	0001	1.000		1.000	1.000	100%	10,000.00000	\$10,000.00
_ 154. Maintain City Water Supply	8237051	0465	16385/86	0001	1.000		0.000			10,000.00000	
_ 155. 2-Inch Corporation Stop	8237050	0860	16385/86	0001	4.000		0.000			900.00000	
_ 156. 2-Inch Curb Stop & Box	8237050	0865	16385/86	0001	5.000		0.000			900.00000	
_ 157. 2-Inch Type K Copper	8237001	0870	16385/86	0001	28.000		0.000			60.00000	
_ 158. 24" Hydrant Extension	8237050	0875	16385/86	0001	2.000		0.000			1,541.00000	
_ 159. PRV Vault	8237050	0880	16385/86	0001	1.000		0.000			5,000.00000	
_ 200. 8 SDR 35 PVC Gravity Sewer	4027001	0605	16385/86	0002	9,515.000		6,186.500	6,186.500	65%	50.00000	\$309,325.00
_ 201. 10 SDR 35 PVC Gravity Sewer	4027001	0610	16385/86	0002	526.000		510.500	510.500	97%	39.00000	\$19,909.50
_ 202. 4' Diameter Standard Manhole & Cover (VF)	4027001	0615	16385/86	0002	345.300		207.270	207.270	60%	300.00000	\$62,181.00
_ 203. Connect to Existing Sewer	4027050	0635	16385/86	0002	9.000		9.000	9.000	100%	800.00000	\$7,200.00
_ 204. 6 SDR 35 PVC Sewer Lateral	4027001	0620	16385/86	0002	3,902.000	10.000	1,822.500	1,822.500	47%	30.00000	\$54,675.00
_ 205. Connect to Existing Sewer Lateral	4027050	0640	16385/86	0002	84.000		50.000	50.000	60%	100.00000	\$5,000.00
_ 206. 6 x 8 Sanitary Sewer Wye	4027050	0645	16385/86	0002	86.000		56.000	56.000	65%	100.00000	\$5,600.00
_ 207. Sanitary Sewer Lateral Cleanout	4027050	0650	16385/86	0002	23.000		4.000	4.000	17%	500.00000	\$2,000.00
_ 208. Cap Sewer Main - 8-Inch	4027050	0655	16385/86	0002	2.000		0.000			200.00000	

## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 209. Rock Excavation	2057021	0470	16385/86	0002	630.000	310.900	630.000	654.670	104%	1.00000	\$630.00
<b>Quantity Withheld: 24.670</b>											
_ 210. Special Backfill	2067021	0485	16385/86	0002	250.000		0.000			10.00000	
_ 211. Stone Refill (MDOT 6A)	2067021	0490	16385/86	0002	370.000		58.400	58.400	16%	25.00000	\$1,460.00
_ 212. Utility Exploration	8237050	0820	16385/86	0002	14.000		4.000	4.000	29%	250.00000	\$1,000.00
_ 213. Insulation	8237010	0815	16385/86	0002	320.000		0.000			1.00000	
_ 214. Culvert, HDPE, 24-Inch	4017001	0540	16385/86	0002	100.000		68.000	68.000	68%	40.00000	\$2,720.00
_ 215. Culvert, HDPE, 30-Inch	4017001	0545	16385/86	0002	220.000		185.000	185.000	84%	45.00000	\$8,325.00
_ 216. Culvert End Section, 24-Inch	4017050	0580	16385/86	0002	7.000		5.000	5.000	71%	250.00000	\$1,250.00
_ 217. Culvert End Section, 30-Inch	4017050	0585	16385/86	0002	5.000		5.000	5.000	100%	300.00000	\$1,500.00
_ 218. 12-Inch HDPE Storm Sewer	4017001	0550	16385/86	0002	1,278.000	76.500	1,097.500	1,097.500	86%	25.00000	\$27,437.50
_ 219. 15-Inch HDPE Storm Sewer	4017001	0555	16385/86	0002	861.000		858.000	858.000	99%	30.00000	\$25,740.00
_ 220. 18-Inch HDPE Storm Sewer	4017001	0560	16385/86	0002	976.000		909.000	909.000	93%	31.00000	\$28,179.00
_ 221. 24-Inch HDPE Storm Sewer	4017001	0565	16385/86	0002	494.000		494.000	494.000	100%	40.00000	\$19,760.00
_ 222. 30-Inch HDPE Storm Sewer	4017001	0570	16385/86	0002	764.000		742.000	742.000	97%	42.00000	\$31,164.00
_ 223. Storm Sewer Catch Basin, 2' Diameter	4017050	0590	16385/86	0002	19.000		16.000	16.000	84%	1,500.00000	\$24,000.00
_ 224. Storm Sewer Catch Basin, 4' & 5' Diameter	4017050	0595	16385/86	0002	24.000		21.000	21.000	88%	2,300.00000	\$48,300.00
_ 225. Connect to Existing Storm Sewer	4017050	0600	16385/86	0002	2.000		1.000	1.000	50%	700.00000	\$700.00
_ 226. Ditch Cleanout	4017001	0575	16385/86	0002	945.000		945.000	985.000	104%	4.00000	\$3,780.00
<b>Quantity Withheld: 40.000</b>											
_ 227. Riprap, Heavy	8137011	0780	16385/86	0002	160.000		87.500	87.500	55%	50.00000	\$4,375.00
_ 228. Video Taping Sewer & Culvert Pipe	4027001	0625	16385/86	0002	14,448.000		0.000			1.50000	
_ 229. Sewer Bulkhead - Through 18	4027050	0660	16385/86	0002	105.000		26.000	26.000	25%	250.00000	\$6,500.00
_ 230. Sewer Bulkhead - Over 18	4027050	0665	16385/86	0002	25.000		2.000	2.000	8%	300.00000	\$600.00

## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 231. Non-Structural Flowable Fill	4027021	0630	16385/86	0002	16.000		0.000			200.00000	
_ 2-Inch Corporation Stop	8237050	0835	16385/86	0001	0.000		0.000	1.000		0.00000	
<b>Quantity Withheld:</b> 1.000											
_ 2-Inch Curb Stop and Box	8237050	0840	16385/86	0001	0.000		0.000	1.000		0.00000	
<b>Quantity Withheld:</b> 1.000											
_ 2-Inch Type K Copper Water Service	8237001	0845	16385/86	0001	0.000		0.000	8.000		0.00000	
<b>Quantity Withheld:</b> 8.000											
_ 300. Slope Restoration, Type A	8167011	0185	16385/86	0001	25,325.000		577.200	577.200	2%	0.50000	\$288.60
_ 300. Slope Restoration, Type A	8167011	0785	16385/86	0002	17,661.000		2,079.300	2,079.300	12%	0.50000	\$1,039.65
_ 301. Slope Restoration, Type B	8167011	0190	16385/86	0001	1,073.000		310.000	310.000	29%	1.00000	\$310.00
_ 301. Slope Restoration, Type B	8167011	0790	16385/86	0002	373.000		234.500	234.500	63%	1.00000	\$234.50
_ 302. Wetland Restoration	8167011	0195	16385/86	0001	5,210.000		0.000			1.00000	
_ 302. Wetland Restoration	8167011	0795	16385/86	0002	0.000		0.000			1.00000	
_ 303. Sidewalk, Concrete, 4-Inch	8037010	0120	16385/86	0001	5,258.000		0.000			4.00000	
_ 303. Sidewalk, Concrete, 4-Inch	8037010	0715	16385/86	0002	1,752.000		0.000			4.00000	
_ 304. Sidewalk, Removal	8037010	0125	16385/86	0001	1,276.550		1,276.550	1,276.550	100%	5.00000	\$6,382.75
_ 304. Sidewalk, Removal	8037010	0720	16385/86	0002	1,165.450		1,165.450	1,165.450	100%	5.00000	\$5,827.25
_ 305. Driveway, Non-Reinf. Concrete, 6-Inch	8037010	0130	16385/86	0001	237.000		0.000			50.00000	
_ 305. Driveway, Non-Reinf. Concrete, 6-Inch	8037010	0725	16385/86	0002	78.000		0.000			50.00000	
_ 306. Detectable Warning Surface	8037001	0115	16385/86	0001	10.000		0.000			100.00000	
_ 306. Detectable Warning Surface	8037001	0710	16385/86	0002	10.000		0.000			100.00000	
_ 307. Curb & Gutter, Conc, Det C-2	6027001	0105	16385/86	0001	4,303.000		0.000			14.00000	
_ 307. Curb & Gutter, Conc, Det C-2	6027001	0700	16385/86	0002	1,434.000		0.000			14.00000	
_ 308. Curb Sloped, HMA	6027001	0110	16385/86	0001	188.000		0.000			8.00000	
_ 308. Curb Sloped, HMA	6027001	0705	16385/86	0002	62.000		0.000			8.00000	

## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 309. Underdrain, Subgrade, 4-Inch	4047001	0075	16385/86	0001	1,125.000		0.000			3.00000	
_ 309. Underdrain, Subgrade, 4-Inch	4047001	0670	16385/86	0002	375.000		0.000			3.00000	
_ 310. Underdrain, Subgrade, Open-Graded, 4-Inch	4047001	0080	16385/86	0001	2,175.000		0.000			4.00000	
_ 310. Underdrain, Subgrade, Open-Graded, 4-Inch	4047001	0675	16385/86	0002	725.000		0.000			4.00000	
_ 311. HMA (4E1, Leveling, 220#/SYD)	5017011	0090	16385/86	0001	15,013.000		0.000			7.00000	
_ 311. HMA (4E1, Leveling, 220#/SYD)	5017011	0685	16385/86	0002	4,611.000		0.000			7.00000	
_ 312. HMA (5E1, Surface, 165#/SYD)	5017011	0095	16385/86	0001	15,013.000		0.000			4.50000	
_ 312. HMA (5E1, Surface, 165#/SYD)	5017011	0690	16385/86	0002	4,611.000		0.000			4.50000	
_ 313. HMA (5E1, Driveway, 275#/SYD)	5017011	0100	16385/86	0001	972.000		0.000			15.00000	
_ 313. HMA (5E1, Driveway, 275#/SYD)	5017011	0695	16385/86	0002	324.000		241.500	241.500	75%	15.00000	\$3,622.50
_ 314. Subgrade Undercutting, Type III	2057021	0010	16385/86	0001	1,000.000		0.000			25.00000	
_ 314. Subgrade Undercutting, Type III	2057021	0475	16385/86	0002	1,000.000		0.000			25.00000	
_ 315. Earth Excavation	2057021	0015	16385/86	0001	5,030.000		2,874.500	2,874.500	57%	5.50000	\$15,809.75
_ 315. Earth Excavation	2057021	0480	16385/86	0002	5,030.000		2,874.500	2,874.500	57%	5.50000	\$15,809.75
_ 316. Aggregate Base, 9-Inch	3027011	0055	16385/86	0001	16,098.000		8,415.000	8,415.000	52%	5.75000	\$48,386.26
_ 316. Aggregate Base, 9-Inch	3027011	0520	16385/86	0002	5,366.000		3,004.000	3,004.000	56%	5.75000	\$17,273.02
_ 317. Aggregate Base, 4-Inch	3027011	0060	16385/86	0001	958.000		890.000	890.000	93%	4.00000	\$3,560.00
_ 317. Aggregate Base, 4-Inch	3027011	0525	16385/86	0002	320.000		296.500	296.500	93%	4.00000	\$1,186.00
_ 318. Aggregate Surface, 8-Inch	3067011	0065	16385/86	0001	4,897.000		1,307.600	1,307.600	27%	5.00000	\$6,538.00

Contract: .16385/86

Estimate: 6

Page 6 of 9

## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 318. Aggregate Surface, 8-Inch	3067011	0530	16385/86	0002	1,632.000		1,018.100	1,018.100	62%	5.00000	\$5,090.50
_ 319. Shoulder, Class II, 4-Inch	3077011	0070	16385/86	0001	610.000		0.000			4.00000	
_ 319. Shoulder, Class II, 4-Inch	3077011	0535	16385/86	0002	203.000		0.000			4.00000	
_ 320. Traffic Maintenance	8127051	0180	16385/86	0001	0.500		0.000			10,000.00000	
_ 320. Traffic Maintenance	8127051	0775	16385/86	0002	0.500		0.100	0.100	20%	10,000.00000	\$1,000.00
_ 321. Pavt. Mrkg, Waterborne, 4-Inch, White	8117001	0145	16385/86	0001	55.000		0.000			1.00000	
_ 321. Pavt. Mrkg, Waterborne, 4-Inch, White	8117001	0740	16385/86	0002	55.000		0.000			1.00000	
_ 322. Pavt. Mrkg, Waterborne, 6-Inch, White	8117001	0150	16385/86	0001	1,153.000		0.000			1.00000	
_ 322. Pavt. Mrkg, Waterborne, 6-Inch, White	8117001	0745	16385/86	0002	1,152.000		0.000			1.00000	
_ 323. Pavt. Mrkg, Waterborne, 4-Inch, Yellow	8117001	0155	16385/86	0001	1,137.000		0.000			1.00000	
_ 323. Pavt. Mrkg, Waterborne, 4-Inch, Yellow	8117001	0750	16385/86	0002	1,138.000		0.000			1.00000	
_ 324. Pavt. Mrkg, Waterborne, 18-Inch, Stop Bar	8117001	0160	16385/86	0001	24.000		0.000			10.00000	
_ 324. Pavt. Mrkg, Waterborne, 18-Inch, Stop Bar	8117001	0755	16385/86	0002	0.000		0.000			10.00000	
_ 325. Pavt. Mrkg, Waterborne, Only	8117050	0165	16385/86	0001	2.000		0.000			150.00000	
_ 325. Pavt. Mrkg, Waterborne, Only	8117050	0760	16385/86	0002	0.000		0.000			150.00000	
_ 326. Pavt. Mrkg, Waterborne, Lt Turn Arrow Sym	8117050	0170	16385/86	0001	1.000		0.000			200.00000	
_ 326. Pavt. Mrkg, Waterborne, Lt Turn Arrow Sym	8117050	0765	16385/86	0002	0.000		0.000			200.00000	
_ 327. Pavt. Mrkg, Waterborne, Rt Turn Arrow Sym	8117050	0175	16385/86	0001	1.000		0.000			200.00000	

## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 327. Pavt. Mrkg, Waterborne, Rt Turn Arrow Sym	8117050	0770	16385/86	0002	0.000		0.000			200.00000	
_ 328. Erosion Control, Check Dam, Stone	2087050	0035	16385/86	0001	8.000		0.000			75.00000	
_ 328. Erosion Control, Check Dam, Stone	2087050	0500	16385/86	0002	7.000		6.000	6.000	86%	75.00000	\$450.00
_ 329. Erosion Control, Sediment Basin	2087050	0040	16385/86	0001	2.000		0.000			100.00000	
_ 329. Erosion Control, Sediment Basin	2087050	0505	16385/86	0002	3.000		0.000			100.00000	
_ 330. Erosion Control, Silt Fence Quantity Withheld: 530.000	2087001	0030	16385/86	0001	655.000		655.000	1,185.000	181%	1.00000	\$655.00
_ 330. Erosion Control, Silt Fence	2087001	0495	16385/86	0002	170.000		18.000	18.000	11%	1.00000	\$18.00
_ 331. Erosion Control, Inlet Protection, Fabric Drop	2087050	0045	16385/86	0001	0.000		0.000			25.00000	
_ 331. Erosion Control, Inlet Protection, Fabric Drop	2087050	0510	16385/86	0002	55.000		16.000	16.000	29%	25.00000	\$400.00
_ 332. Tree Removal, 12 and Bigger	2087050	0050	16385/86	0001	17.000		17.000	17.000	100%	300.00000	\$5,100.00
_ 332. Tree Removal, 12 and Bigger	2087050	0515	16385/86	0002	17.000		17.000	17.000	100%	300.00000	\$5,100.00
_ 333. Fence, Moving	8087001	0140	16385/86	0001	30.000		0.000			35.00000	
_ 333. Fence, Moving	8087001	0735	16385/86	0002	0.000		0.000			35.00000	
_ 334. Underdrain Outlet, 4-Inch	4047050	0085	16385/86	0001	10.000		0.000			10.00000	
_ 334. Underdrain Outlet, 4-Inch	4047050	0680	16385/86	0002	10.000		0.000			10.00000	
_ 335. Post, Mailbox	8077050	0135	16385/86	0001	4.000		0.000			400.00000	
_ 335. Post, Mailbox	8077050	0730	16385/86	0002	2.000		0.000			400.00000	
_ 336. Watering	8167052	0200	16385/86	0001	750.000		0.000			1.00000	
_ 336. Watering	8167052	0800	16385/86	0002	250.000		0.000			1.00000	
_ 337. Removing Out of Service Pipeline	8237001	0245	16385/86	0001	945.000		945.000	945.000	100%	3.00000	\$2,835.00

## Construction Pay Estimate Amount Balance Report

Estimate: 6

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ 337. Removing Out of Service Pipeline	8237001	0805	16385/86	0002	324.000		255.000	255.000	79%	3.00000	\$765.00
_ 338. Curb and Gutter, Rem	8237001	0250	16385/86	0001	4,722.000		4,722.000	4,722.000	100%	6.00000	\$28,332.00
_ 338. Curb and Gutter, Rem	8237001	0810	16385/86	0002	1,498.000		1,498.000	1,498.000	100%	6.00000	\$8,988.00
_ 339. Slope Restoration, Type C	8167011	0825	16385/86	0001	700.000		0.000			3.75000	
_ 339. Slope Restoration, Type C	8167011	0830	16385/86	0002	700.000		700.000	784.200	112%	3.75000	\$2,625.00
<b>Quantity Withheld: 84.200</b>											
_ 340. Erosion Control, Erosion Log	2087001	0850	16385/86	0001	3,500.000		0.000			1.74000	
_ 341. Clearing & Grubbing	2017012	0855	16385/86	0001	1.000		0.000			6,500.00000	
_ 342. Wetland Matting - Wetland A	2087001	0885	16385/86	0001	357.000		0.000			97.00000	
_ 343. Wetland Matting - Wetland B	2087001	0890	16385/86	0001	136.000		0.000			97.00000	
_ 344. Wetland Matting - Wetland C	2087001	0895	16385/86	0001	320.000		0.000			97.00000	
_ 345. Wetland Matting - Wetland D	2087001	0900	16385/86	0001	84.000		0.000			97.00000	
_ 346. Wetland Matting - Wetland E	2087001	0905	16385/86	0001	718.000		0.000			97.00000	
_ 347. Wetland Matting - Wetland F	2087001	0910	16385/86	0001	265.000	265.000	265.000	265.000	100%	22.50000	\$5,962.50
_ 348. Wetlang Matting - Wetland G	2087001	0915	16385/86	0001	90.000	90.000	90.000	90.000	100%	20.00000	\$1,800.00

**Percentage of Contract Completed(curr): 48%**

(total paid to date / total of all authorized work)

**Total Amount Paid This Estimate: \$19,040.65**

**Total Amount Paid To Date: \$1,652,851.03**

Retainage to Date:	<b>\$82,642.55</b>
Amount Eligible to Date:	<b>\$1,570,208.48</b>
Previous Payments:	<b>\$1,552,119.86</b>
Amount Due:	<b>\$18,088.62</b>