

Date: April 18, 2007

To: Mayor and Council Members

From: John Archocosky

RE: Monthly Activity Report

The office staff has been adapting to the “downsizing” with Peggy’s departure and we have continued to experiment with the reallocation of her duties.

Assistant Foreman Michael Wodzinski has been training on the various aspects of the Water Department’s maintenance programs on the office computer and is doing very well. Until recently, Mike primarily has been responsible for only the outside activities for the Water Department. With his newly assigned duties, he will have a better understanding of the entire workings of this utility, including budget control.

During the past week, the upgrade to our communication system has been installed which also will help to free up more productive time for the office staff. In addition to numerous other functions, the new system has voicemail capabilities which should make it easier for the public to leave messages for the staff or various departments. Currently, individuals who work the same hours as the city operations are often times unable to contact city hall. The new voicemail system will now make it possible for our citizens to leave messages any time of the day or night seven days per week. As I mentioned in my last report, although voicemail may seem somewhat impersonal at first, the new system will improve communication opportunities for the citizens.

Deputy Clerk Kathy Anderson will be responsible for coordinating Iron River’s precinct activities for the upcoming school election. Kathy will be testing a new layout for the precincts which vote in our city hall. During this election, all four precincts will be located on the main floor in the Council Chambers. In the past, Precinct 3 and Precinct 4 have been setup in the Police Department Garage. This has not only been inconvenient for the voters, but has taken a good deal of time for the staff to prepare the garage for this one day event. Hopefully the voters will easily adapt to the new layout and will find this change more conducive to voting in our city hall.

As you know, the crews have been forced to continue plowing well into April as this winter has refused to let go. This is already setting our spring cleanup activities behind schedule and will likely impact our summer work crews by getting a late start. Hopefully, summer is just around the corner!