

The regular meeting of the Clare City Commission was called to order by Mayor Pat Humphrey in the Commission Chambers, at 6:00 p.m., who led the Pledge of Allegiance. Present were: Commissioners Bill Horwood, Pat Humphrey, John Koch, Tom Koch and Jean McConnell. Absent: None. Also present were Ken Hibl, City Manager; Steve Kingsbury, Treasurer and Finance Director; Dwayne Miedzianowski, Chief of Police; Lori Schuh, Main Street Manager; John Holland, Waste and Wastewater Superintendent; Bob Bonham, Department of Public Works Superintendent; and Diane Schmidt, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Bill Horwood second by Commissioner John Koch to approve the items listed with an asterisk (*) (Minutes, Communications, City Clerk's Report, First Reading of Ordinance 2010-001, and Approval of Bills), that are considered to be routine by the City Commission and to approve an amended Agenda, deferring Agenda items E. (Renewal of Kenmark contract) and F. (Board & Committee Appointments) until the next City Commission meeting. Ayes: All. Nays: None. Absent: None. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Consent Agenda Approved.

4. *APPROVAL OF AGENDA:

Consent Agenda Approval as Amended.

5. PUBLIC COMMENT: - David Rowe delivered 2,000 "Files of Life" and 4,000 fillable cards to the City Commission for distribution to city residents as a means to provide personal health information to medical personnel in emergency situations. Mr. Rowe demonstrated great appreciation, thanking Commissioners for their participation and purchasing the "Files of Life" noting that if even one life is saved, the program will have been worthwhile.

6. OLD BUSINESS/UNFINISHED BUSINESS:

7. NEW BUSINESS:

A. AMMONIA REDUCTION SYSTEM PILOT PROJECT BIDS

The City has been formally put on notice by the Michigan Department of Natural Resources & Environment (MDRNE) that it must reduce its level of ammonia discharge at its wastewater treatment plant or be in jeopardy of losing its discharge permit. Gourdie-Fraser & Associates (GFA), our engineer of record, has solicited bids for systems and processes that will be installed at our wastewater treatment plant to reduce our ammonia discharge levels. Concurrently, GFA has obtained MDRNE and USDA approval on our behalf to conduct a pilot study of the system selected prior to actually installing the full-blown system to ensure that the system will actually do (reduce our ammonia discharge levels) what we intend it to do, thereby precluding us from expending a large amount of money to buy a system that will not work. GFA representative, Joe Elliott was present to answer questions related to the pilot study and bid process.

Motion by Commissioner Jean McConnell second by Commissioner John Koch to approve the recommendations of our engineer, allowing the City to proceed with the pilot study by adoption of Resolution 2010-006. Roll call vote: Yeas: Commissioners Bill Horwood, Pat Humphrey, John Koch, Tom Koch, and Jean McConnell. Nays: None. Absent: None. *Motion Approved.*

B. FIREWORKS PERMIT

The Summerfest Committee plans to sponsor/host the annual 4th of July event in the City, to include the fireworks display. The State of Michigan requires the governing body hosting fireworks displays to approve a permit for the display.

Motion by Commissioner Bill Horwood second by Commissioner John Koch to approve a fireworks display permit, by adoption of Resolution 2010-023. Roll call vote: Yeas: Commissioners Bill Horwood, Pat Humphrey, John Koch, Tom Koch, and Jean McConnell. Nays: None. Absent: None. *Motion Approved.*

C. PROPOSED ORDINANCE AMENDMENT – ORV USE

The City Commission approved the restriction of use and operation of Off-Road Recreational Vehicles in the City by adoption of its Resolution 2010-014. Based on that decision, the City Attorney drafted an amendment to Chapter 44 (Traffic & Vehicles) of the City's current ordinance codes, thereby formalizing the City Commission's decision. We have noticed the proposed ordinance change and the required public hearing to solicit comments regarding the proposed ordinance amendment; to date we have received no written comment.

Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to open a public hearing regarding the proposed ordinance amendment. Roll call vote: Yeas: Commissioners Bill Horwood, Pat Humphrey, Tom Koch, and Jean McConnell. Nays: John Koch. Absent: None. *Motion Approved.*

Public Comment: None

Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to close a public hearing regarding the proposed ordinance amendment. Roll call vote: Yeas: Commissioners Bill Horwood, Pat Humphrey, John Koch, Tom Koch, and Jean McConnell. Nays: None. Absent: None. *Motion Approved.*

D. DESIGNATION OF DELEGATE TO ISABELLA COUNTY COUNCIL OF GOVERNMENTS

The City of Clare is invited to participate in the County Council of Governments of Isabella County. The Council meets on a monthly basis to discuss items of interest and concern to all governmental entities within Isabella County. The Council recently adopted by-laws that require that the primary delegate of each member governmental entity shall be an elected official.

John Koch volunteered to serve as the primary delegate and the City Commission designated the city manager and/or city clerk as alternate delegates to allow the

City a voice at Council meetings wherein the city commissioner designated as Clare's primary delegate is not available to attend.

Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to appoint John Koch to serve as primary delegate and designate the city manager and/or city clerk as alternate delegates, to participate in the County Council of Governments, by adoption of Resolution 2010-025. Roll call vote: Yeas: Commissioners Bill Horwood, Pat Humphrey, John Koch, Tom Koch, and Jean McConnell. Nays: None. Absent: None. *Motion Approved.*

- E. *RENEWAL OF KENMARK CHRISTMAS DECORATIONS CONTRACT
Deferred to the April 19, 2010, City Commission meeting.
- F. *BOARD & COMMITTEE APPOINTMENTS – MAIN STREET BOARD, DOWNTOWN DEVELOPMENT AUTHORITY, & BROWNFIELD REDEVELOPMENT AUTHORITY
Deferred to the April 19, 2010, City Commission meeting.
- 8. TREASURER'S REPORT
Treasurer's report was received.
- 9. MAIN STREET MANAGER REPORT
Main Street Manager's Report was received.
- 10. *CITY CLERK'S REPORT
Consent Agenda Approved.
- 11. CITY MANAGER'S REPORT
Depot Steering Committee Meeting. Subcommittees are meeting on a regular basis; the next full Steering Committee meeting is scheduled for April 7th. Brian Anderson, the new President of Middle Michigan Development Corporation, has joined the Steering Committee.

Public Policy Survey. The University of Michigan, in concert with the Michigan Association of Counties, the Michigan Municipal League, and the Michigan Township's Association, conducted a public policy survey to rate the job performance of Michigan's Governor and the Michigan Legislature; the results are attached for the Commission's information.

Electrical Work Award – Seiter Electric, Inc. The City requires additional electrical work at the new rental hangars to segregate the electrical circuit of the ramp lights from the door openers. Consequently, we solicited bids for this work; Seiter Electric was the low bidder for a cost of \$4,400. As the bid amount is within my authority level, I have authorized the work, and we will request reimbursement utilizing our entitlement funds; our final cost will be \$220 after reimbursement. Before approving commencement of the work, I asked Airport Manager, Dick Acker, to query Aeronautics to ensure the costs were reimbursable using entitlement funds; the attached correspondence verifies that this work is eligible for reimbursement. The

City Commission should anticipate a request to approve a sponsor contract to facilitate our reimbursement request within the next 30-45 days.

Board & Committee Vacancy Listing. The monthly report prepared by our City Clerk is attached for the Commission's information.

Out of Office. I will be attending the annual Michigan Municipal League Legislative Conference in Lansing on April 13th and 14th. Consequently, I will not be in the office on the 14th to prepare the "read-ahead" packets for the scheduled April 19th Commission meeting; I intend to prepare the packets for delivery on Thursday, April 15th. I will also be out of the office during the period April 21-23 attending the annual Small Communities and Rural Development Conference at Crystal Mountain, Thompsonville, Michigan.

12. *COMMUNICATIONS:

Consent Agenda Approval.

Clare Neighborhood Watch. The most recent edition of the City's Neighborhood Watch Newsletter is attached for the Commission's information.

MML Correspondence. The City received correspondence from the MML advising us of a dues reduction.

Kudos for Chief Midge. The City received a letter from a Clare resident offering her appreciation for a job well done.

Kudos for Website. We received an email from a management official of AT&T complementing the City's website.

Bureau of Aeronautics Correspondence. We received a letter from MDOT regarding the entitlement funds for our airport; Dick Acker attended the meeting and informed me that the Michigan Aeronautics Commission approved the funding, thus clearing the way for us to be reimbursed for our share of the costs to construct the airport T-hangars.

MML Issue Advisory. The MML shared with us that the House Appropriations Committee approved a 1% increase to revenue sharing for the upcoming budget year.

Sexual Assault Awareness Month. The City received a copy of a Proclamation of Governor Granholm related to sexual assault awareness; we will ask the Mayor to sign a similar proclamation for the City.

Kudos for City. We received an unsolicited email from a local businessman regarding the efforts of the City's Police Department and Department of Public Works in support of the annual St. Patty's Day activities.

13. EXTENDED PUBLIC COMMENT: None

14. COMMISSION DISCUSSION TOPICS: Tom Koch pointed out that it is great that city employees are attending panels and intergovernmental meetings.

15. *APPROVAL OF BILLS:
Consent Agenda Approval.

16. BUDGET WORKSHOPS: Overview of the budget process. Bob Bonham and John Holland presented an overview of their respective department budgets, to include Local Streets Fund, Major Streets Fund, Water Fund, Sewer Fund, and Landfill.

17. ADJOURNMENT:
Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to adjourn. Ayes: All. Nays: None. Absent: None. *Motion Approved.*

Meeting adjourned at 8:23 p.m.

Pat Humphrey, Mayor

Diane Schmidt, City Clerk