

## AGENDA REPORT

TO: Mayor & City Commissioners  
FROM: Ken Hibl, City Manager  
DATE: May 12, 2010  
RE: City Manager's Report



For the Agenda of May 17, 2010

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Planning Commission Meeting. The City Planning Commission is scheduled to meet tonight, May 12th. Agenda items include a site plan proposal to construct two unisex showers (*see copy of att'd drawings*) for the Pettit Park campground; discuss options regarding whether the City should regulate facilities that offer medical marihuana through zoning; and discuss the progress related to the Clare RR Depot.

T-Hangar Lease. We have commenced leasing hangar space at our new T-Hangar at the airport. We intend to utilize the attached lease agreement to lease these hangars and propose that any lease period in duration of one day to two months (60 days) be approved by our airport manager utilizing the attached form; we will present any lease arrangement for a period longer than 60 days to the City Commission for approval. Jaynie has approved this form with the caveat that we complete a revision of our current ordinance codes and include in the ordinance codes verbiage related to indemnity. Dick has commenced the review and revision of our airport ordinance.

Worker's Compensation Fund Dividend Credit. As reflected in the attached correspondence, the MML Worker's Compensation Fund Trust Board (of which I am a member) approved a significant dividend to be applied against premium renewals for member municipalities; the Fund remains very healthy.

COAM Negotiations. We held our first round of negotiations with the members of our two police department bargaining units on May 11<sup>th</sup>. With the exception of one management issue we need to resolve with the POAM unit and some other informational items we need to discuss, we are in general agreement on all primary bargaining points (compensation and health care). We plan to hold another meeting the week of May 24<sup>th</sup> with the goal of providing the City Commission a contract proposal at either the June 7<sup>th</sup> or June 21<sup>st</sup> Commission meeting.

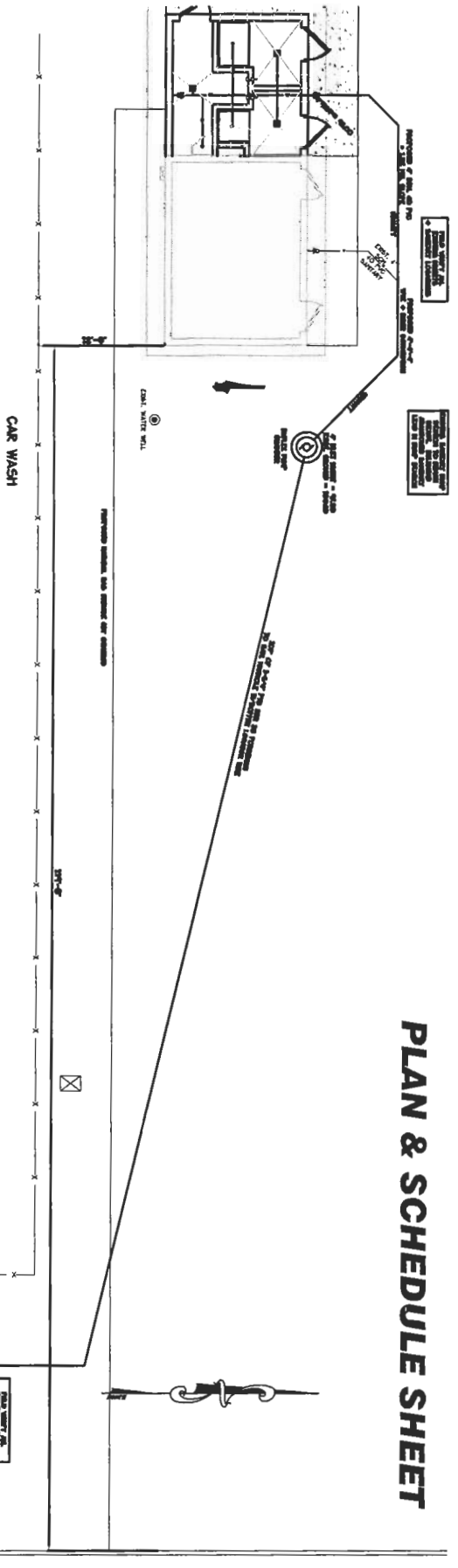
Council of Governments. The next meeting is scheduled for May 19<sup>th</sup> (*see copy of att'd agenda*).

Lift Station Pump Failure. The attached email from John Holland is offered for the Commission's information. I approved the emergency purchase of a new pump based on the information outlined in the email.

Attachments.

1. Shower Building Drawings.
2. Lease Agreement.
3. Worker's Comp Correspondence.
4. Council of Governments Agenda.
5. Email.

# PLAN & SCHEDULE SHEET



## FORCEMAN PLAN

SCALE: 1" = 40'

### PLUMBING SCHEDULE

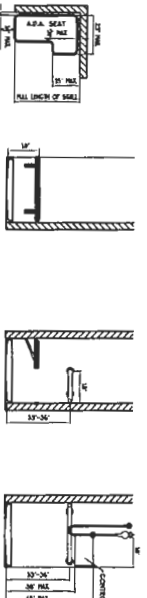
1. REMOVE EXISTING 12" DIA. WATER MAIN FROM EXISTING TO NEW LOCATION.
2. PROVIDE 12" DIA. WATER MAIN FROM EXISTING TO NEW LOCATION.
3. PROVIDE 12" DIA. WATER MAIN FROM EXISTING TO NEW LOCATION.
4. PROVIDE 12" DIA. WATER MAIN FROM EXISTING TO NEW LOCATION.
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12. PROVIDE 12" DIA. WATER MAIN FROM EXISTING TO NEW LOCATION.
13. PROVIDE 12" DIA. WATER MAIN FROM EXISTING TO NEW LOCATION.

### ELECTRICAL SCHEDULE

1. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
2. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
3. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
4. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
5. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
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12. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
13. PROVIDE 120V/240V SERVICE TO NEW LOCATION.

### ADA TRANSFER SHOWER DETAILS

SCALE: 1/8" = 1'-0"



### LOOKSET SCHEDULE

1. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
2. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
3. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
4. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
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11. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
12. PROVIDE 120V/240V SERVICE TO NEW LOCATION.
13. PROVIDE 120V/240V SERVICE TO NEW LOCATION.

NOTE: APPROVED EQUAL ALLOWED FOR ALL FIXTURES, LIGHTS, LOOKS ETC. APPROVAL BY CITY OF CLARE PARKS + RECREATION DEPARTMENT AND/OR ENGINEER.



EXISTING RESTROOMS  
SCALE: NONE

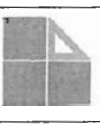


McEwen Cold US 1277

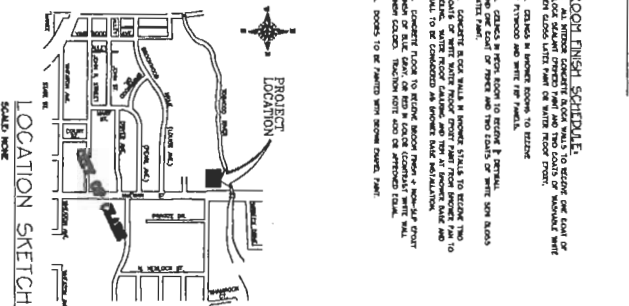
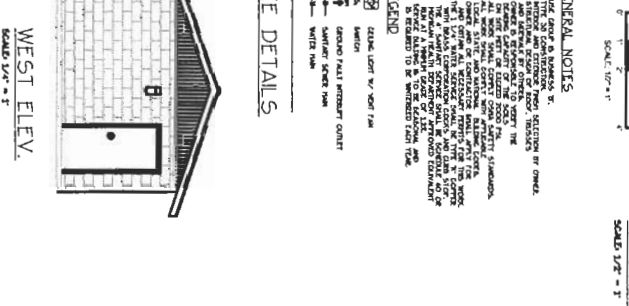
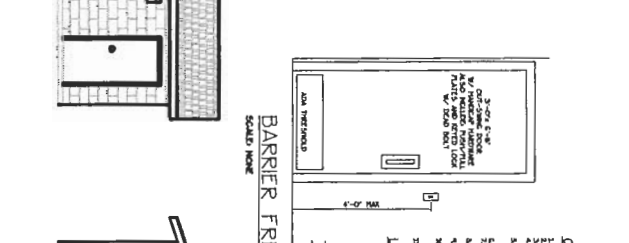
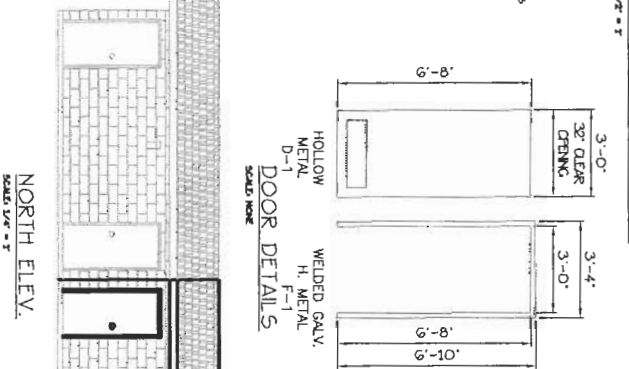
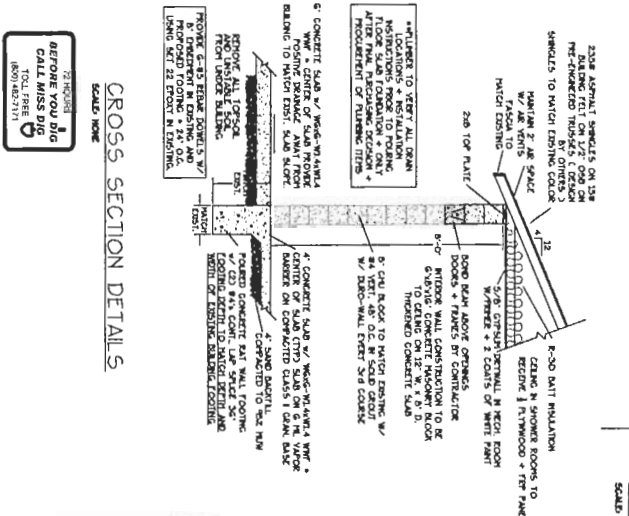
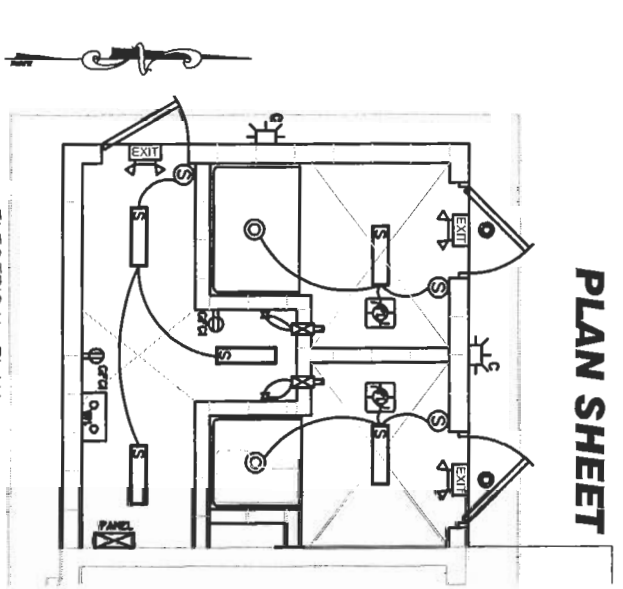
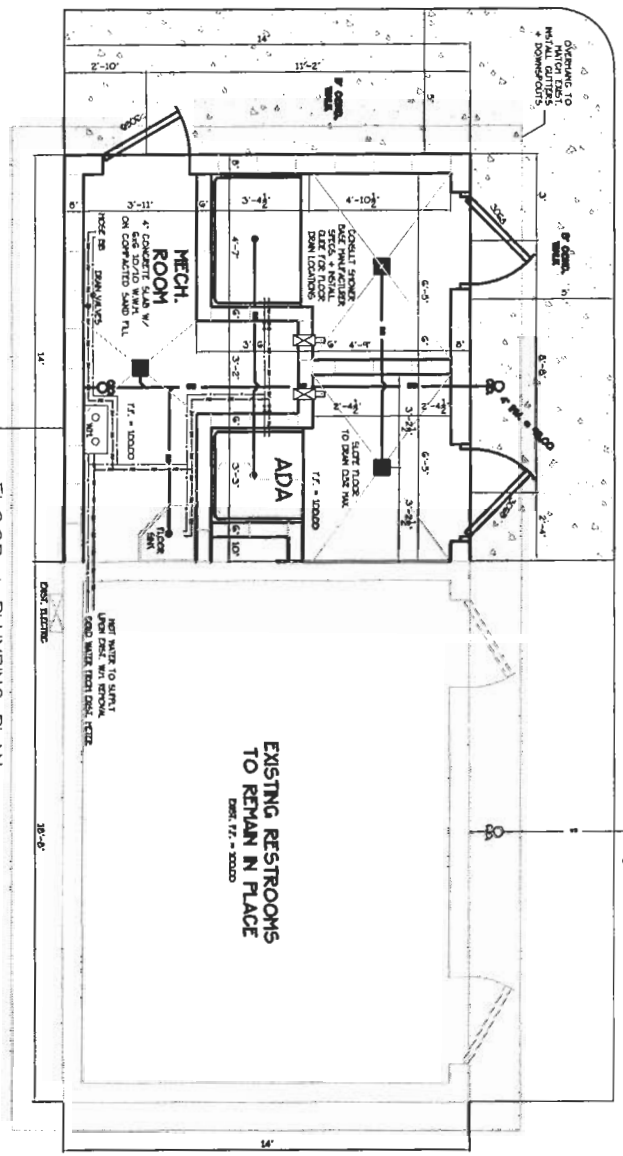
**LAPHAM ASSOCIATES** ENGINEERING PLANNING ENVIRONMENTAL SURVEYING  
 515 East Fifth Street, Clare, Michigan 48617  
 Ph: (989) 386-7774, Fax: (989) 368-7152  
 www.laphamassoc.com

DRAWING PREPARED FOR:  
**CITY OF CLARE**  
 PARKS AND RECREATION DEPT.  
 202 WEST FIFTH STREET  
 CLARE, MI 48617

PROJ. NO. 15-0000	DRAWN BY: JAS	SCALE: SHOWN
DATE: FEBRUARY 4, 2016	PROJECT: 2 OF 2	



# PLAN SHEET



**LAPHAM ASSOCIATES**  
ENGINEERING PLANNING ENVIRONMENTAL SURVEYING  
515 East Fifth Street  
Clare, Michigan 48817  
Ph: (989) 586-7774  
Fk: (989) 366-7152  
www.laphamassociates.com

**DRAWING PREPARED FOR:**  
**CITY OF CLARE**  
PARKS AND RECREATION DEPT.  
202 WEST FIFTH STREET  
CLARE, MI 48617

PROJECT NUMBER: 2007-01  
DRAWN BY: JLT  
SCALE: 1/2" = 1'  
DATE: FEBRUARY 8, 2007  
SHEET 1 OF 1

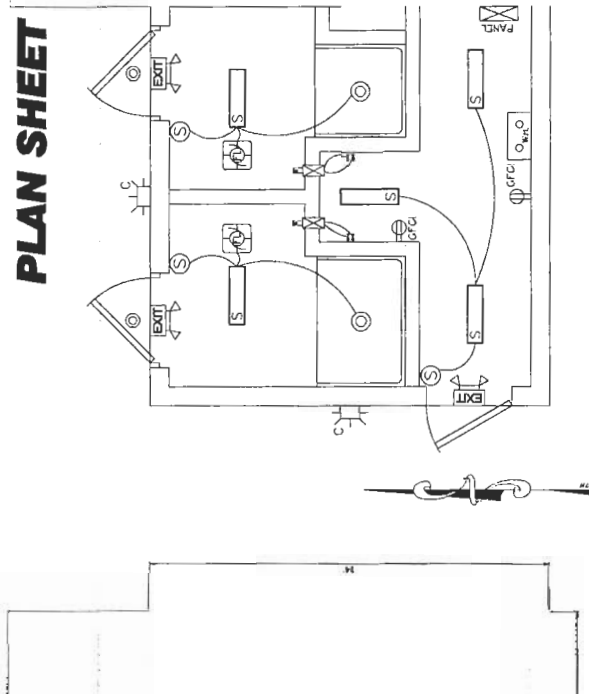


**LAPHAM ASSOCIATES ENGINEERING PLANNING ENVIRONMENTAL ARCHITECTS**  
 515 East Park Street  
 Ann Arbor, Michigan 48107  
 P: (989) 966-7774  
 F: (989) 966-7152  
 www.laphamassoc.com  
 1. PROJECT NO. 15-00000000000000000000  
 2. DRAWING NO. 15-00000000000000000000

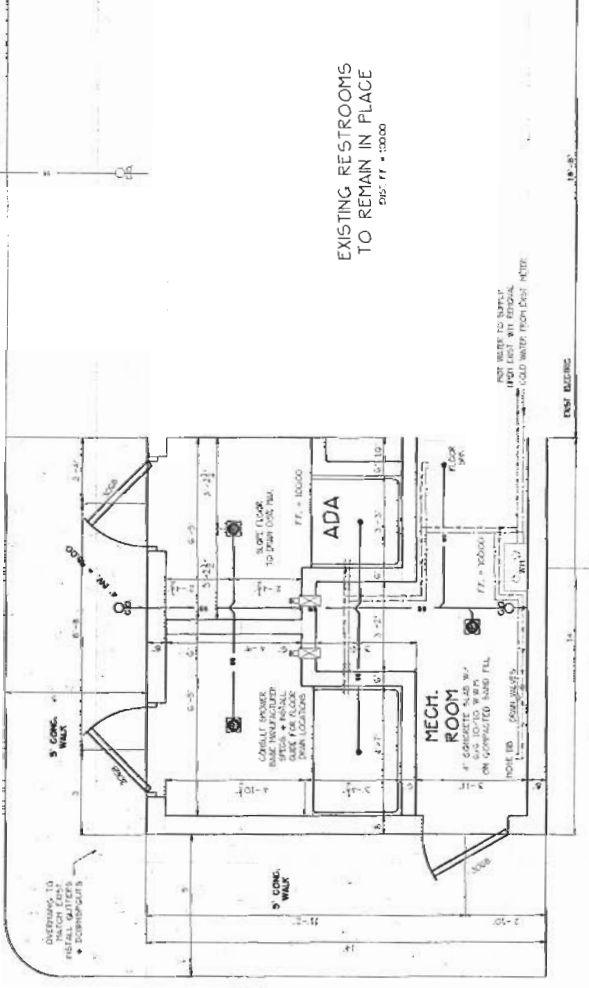
**CITY OF CLARE**  
**PARKS AND RECREATION DEPT.**  
**202 WEST FIFTH STREET**  
**CLARE, MI 48617**

**PROJECT NUMBER: 15-00000000000000000000**  
**DATE: FEBRUARY 8, 2015**  
**DRAWN BY: JAZ**  
**CHECKED BY: JAZ**  
**SCALE: SHOWN**  
**SHEET 1 OF 1**

**PLAN SHEET**



**ELECTRICAL PLAN**  
 SCALE: 1/2" = 1'-0"



**FLOOR & PLUMBING PLAN**  
 SCALE: 1/2" = 1'-0"

**ROOF FINISH SCHEDULE:**

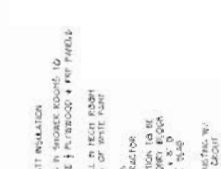
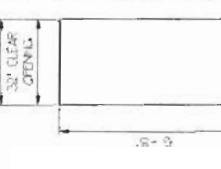
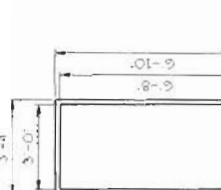
1. ALL EXTERIOR ROOFS SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD. ROOF SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD. ROOF SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD.
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3. ALL INTERIOR ROOFS SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD. ROOF SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD.
4. ALL INTERIOR ROOFS SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD. ROOF SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD.
5. ALL INTERIOR ROOFS SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD. ROOF SHALL BE FINISHED WITH 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD.

**GENERAL NOTES:**

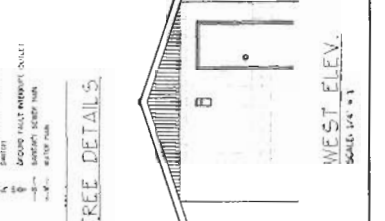
1. SEE ARCHITECT'S SCHEDULE FOR MATERIALS AND FINISHES.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING CODE (IPC).
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING CODE (IPC).
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING CODE (IPC).
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING CODE (IPC).

**LEGEND:**

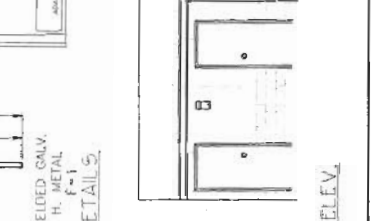
- 1. 1/2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD
- 2. 2" POLYURETHANE INSULATION OVER 1/2" GYP BOARD
- 3. 4" POLYURETHANE INSULATION OVER 1/2" GYP BOARD
- 4. 6" POLYURETHANE INSULATION OVER 1/2" GYP BOARD
- 5. 8" POLYURETHANE INSULATION OVER 1/2" GYP BOARD



**LOCATION SKETCH**  
 SCALE: 1/4" = 1'-0"



**WEST ELEVATION**  
 SCALE: 1/4" = 1'-0"



**NORTH ELEVATION**  
 SCALE: 1/4" = 1'-0"



**CROSS SECTION DETAILS**  
 SCALE: 1/4" = 1'-0"

**24 HOURS BEFORE CALL MISS DIG TOAL FREE (800) 487-7171**

**CITY OF CLARE  
CLARE MUNICIPAL AIRPORT  
HANGAR RENTAL AGREEMENT**

This agreement is made on \_\_\_\_\_, 20\_\_\_\_, between:

CITY OF CLARE, Clare, Michigan 48617

and

\_\_\_\_\_.

This agreement is for hangar number \_\_\_\_\_.

This is a \_\_\_\_\_ rental, (rental period may be yearly, monthly or daily.)

The rental begins on \_\_\_\_\_, 20\_\_\_\_\_.

A payment of \_\_\_\_\_ is due on the anniversary of a yearly agreement, the first of each month for a monthly agreement, or prior to departure for a daily agreement. If payment is not made within thirty (30) days of due date, the renter agrees to vacate the property.

The renter agrees to abide by the standards set by the ***Aeronautics Code of the State of Michigan Act 327 of 1945*** and the ***Clare Michigan Code of Ordinances, Chapter 4, Article II, Municipal Airport Policies, Rules, Regulations, and Standards***, and all other Federal, State, and Local statutes in effect at the date of this agreement.

Signed in Clare, Michigan, by:

City Of Clare

Renter

\_\_\_\_\_  
Pat Humphrey, Mayor  
or  
Richard Acker, Airport Manager

\_\_\_\_\_



michigan municipal league  
**Workers' Compensation Fund**

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May 04, 2010

Diane Schmidt  
City Of Clare  
202 West Fifth St.  
Clare, MI 48617

Dear Ms. Schmidt:

Enclosed are the following documents for your Workers' Compensation coverage renewal for the period July 1, 2010 to June 30, 2011.

- Policy Declaration
- Certificate of Membership
- Invoice (payable by June 15<sup>th</sup>)

This year, the Fund has been authorized to distribute \$ 7 million of surplus for the Fund years ending June 30, 1998, 1999, 2000, and 2001. This year the entire dividend amount is payable as a dividend credit applied toward your premium. Dividend checks will not be issued.

Your proportionate share of the distribution, if eligible, is shown below:

<b>Dividend Credit</b>	<b>\$9,544.00</b>	<b>Applied to this year's renewal premium</b>
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Please review the enclosed documents and contact me at 248-204-8530 if you have any questions.

Sincerely,

*Laura Martin*

Laura Martin, AIS, AU  
Fund Underwriter

Enclosures  
5000100-10

**Service Provider: Meadowbrook® Insurance Group**

**Loss Control & Member Services:** P.O. Box 5174, Southfield, MI 48037 PH: 248.358.1100 • 800.482.2726 • FX: 248.358.0534  
**Southfield Claims Service:** P.O. Box 5174, Southfield, MI 48086-5174 PH: 248.358.1100 • 800.482.2726 • FX: 248.358.3251  
**Grand Rapids Claims:** 3501 Lake Eastbrook S.E., Suite 150, Grand Rapids, MI 49546 PH: 616.942.0311 • 800.752.7477 • FX: 616.942.0390

www.mml.org

**Michigan Municipal League Workers' Compensation Fund**

05/04/2010

Declaration Page

5000100-10

City Of Clare  
 Attn: Diane Schmidt  
 202 West Fifth St.  
 Clare, MI 48617

Coverage Period 7/1/2010 to 6/30/2011  
 RENEWAL

Class Code	Class Description	Estimated Annual Payroll	Rate per \$100 of Payroll	Estimated Annual Premium
5509-00	Street Operations	145,871	5.55	8,096
6217-00	Landfill	1,939	4.25	82
7520-00	Water Operations	168,926	3.18	5,372
7580-00	Sewer Operations	166,144	2.05	3,406
7704-02	Volunteer/On-Call Firefighters	93,067	5.77	5,370
7720-01	Police Officers	512,500	2.33	11,941
7720-02	Volunteer Police Officers	15,035	2.90	436
8395-00	Garage Operations	58,826	2.87	1,688
8810-01	Clerical-Office	230,849	0.41	946
8810-02	Elected Officials	26,650	0.19	51
8810-03	Libraries & Museums: Prof/Clerical	100,278	0.24	241
9015-00	Building Operations	52,325	3.17	1,659
9102-00	Parks & Recreation	102,715	2.50	2,568
9103-00	Crossing Guards	1,589	3.04	48
9220-00	Cemetery Operations	19,612	2.99	586
9410-00	Municipal Employee	246	1.11	3
	<b>Totals:</b>	<b>\$1,696,572</b>		<b>\$42,493</b>

Coverage Amount

Employers Liability: \$500,000  
 Workers' Compensation: STATUTORY

Annual Installment: 06/15/2010	\$27,464
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Total Standard Premium:	\$42,493
Experience Modifier: .89	(\$4,674)
Modified Premium:	= \$37,819
Size of Premium Factor:	(\$961)
Expense Constant	\$150
Total Estimated Premium:	= \$37,008
(Dividend Credit)	(\$9,544)
<b>NET ESTIMATED ANNUAL PREMIUM:</b>	<b>= \$27,464</b>



**COUNCIL OF GOVERNMENTS**  
**May 19, 2010**  
**Wise Township Hall**  
10570 Loomis Road  
Corner of Pere Marquette and Loomis Road

7:00 p.m.

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- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. BUSINESS
- IV. LEGISLATIVE UPDATES:
- V. PANEL PRESENTATION:
  - A. Michigan Barns – History, Uses, and Re-Use to Promote Tourism – Vera Wiltse (MSUE)
  - B. Road Commission millage presentation – Tony Casali
  - C. Library millage presentation – Lise Mitchell
- VI. ORGANIZATIONAL MATTERS
  - A.
- VII. FUTURE MEETING DATES AND LOCATIONS
  - A. June 16, 2010 – Chippewa Township Hall (Meet the Candidates)
  - B. August 18, 2010 – COG picnic (location to TBA)
- VI. OTHER BUSINESS
- VII. ANNOUNCEMENTS
- VIII. ADJOURNMENT

## Ken Hibi

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**From:** John Holland [jholland@cityofclare.org]  
**Sent:** Tuesday, May 11, 2010 7:53 AM  
**To:** khibi@cityofclare.org  
**Cc:** 'Steven J. Kingsbury'  
**Subject:** Lift Station #7

Good Morning Ken

Several weeks ago we sent a pump in for repairs from lift station #7 (Witbeck Drive). One of the remaining pumps was also in poor condition and I was hoping to get the pump back in time before this pump failed. It failed this weekend. As a coincidence we received a fax concerning the pump that was in for repair. Repair cost was \$6,003.34 or a new purchase was \$5,369.00. we also checked with Root Mechanical, LLC, a new supplier of Hydromatic pumps, on the cost of replacement. Their price was \$5,250.00. Because of the immediate nature of the need for this pump, Root Mechanical was contacted and the new pump is ordered. A copy of both quotes will be submitted to Steve.

John E. Holland, Jr.  
Superintendent WWT  
City of Clare  
202 W. Fifth Street  
Clare, MI 48617  
Ph: 989-386-2321  
Fax: 989-386-2387

*Leaders are visionaries with a poorly developed sense of fear and no concept of the odds against them. They make the impossible happen.- Dr. Robert Jarvik, Inventor of the Artificial Heart*