

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the Commission Chambers by Mayor Pat Humphrey who led the Pledge of Allegiance. Present were: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Absent: None. Also present were Ken Hibl, City Manager; Steve Kingsbury, Treasurer and Finance Director; Jim Chapman, Fire Chief; Dick Acker, Airport Manager; and Diane Schmidt, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jean McConnell second by Commissioner John Koch to approve the items listed with an asterisk (*) (Minutes, Agenda, Communications, Main Street Manager Report, and Approval of Bills), that are considered to be routine by the City Commission. Commissioner John Koch requested that all Board and Committee Appointments be removed from the consent agenda. Ayes: All. Nays: None. Absent: None. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Consent Agenda Approved.

4. *APPROVAL OF AGENDA:

Consent Agenda Approved as amended.

5. PUBLIC COMMENT: - None

6. OLD BUSINESS/UNFINISHED BUSINESS: None

7. NEW BUSINESS:

A. RECOGNITION OF ASSISTANT FIRE CHIEF MIKE SARGENT

Motion by Commissioner Bill Horwood second by Commissioner John Koch to formally recognize Mike Sargent's twenty-five years of service on the City of Clare Fire Department by adoption of Resolution 2010-022. Roll call vote: Yeas: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. *Motion Approved.*

B. INTERGOVERNMENTAL AGREEMENT FOR PLUMBING & MECHANICAL INSPECTION SERVICES – ISABELLA COUNTY

The City presently provides building and electrical inspection services to the residents and business community of Clare with "on-staff" inspectors (Mr. Dave Williams and Mr. Bruce Keidel); however, our community currently has to rely on plumbing and mechanical inspection services by State of Michigan inspectors. This situation oftentimes causes building delays and denies the City to influence the coordination and timing of these inspections.

Isabella County has indicated they would be willing to provide mechanical and plumbing inspection services for Clare and have offered an intergovernmental agreement to facilitate the process to commence these services once we have obtained state permission. Dave Williams has recently received his certification and designation as a Michigan Building Official, which will allow us to

streamline the service provided to our customers as Dave will now be able to issue all types of the four primary trade permits (building, electrical, mechanical, and plumbing), thereby eliminating the need for our customers to make this permit application to Isabella County or the State of Michigan.

Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to approve an intergovernmental agreement for plumbing and mechanical inspection services with Isabella County, the terms, conditions, and parameters of said services as outlined within said agreement, by adoption of Resolution 2010-039. Roll call vote: Yeas: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. *Motion Approved.*

C. APPROVAL OF WELL-CLEANING BIDS – WELL #8

The City's departments have developed service schedules for all mechanical equipment and apparatus owned by the City, to include cleaning of its public water system wells. A recent requested evaluation of our water wells by Peerless-Midwest, Inc., indicates we have two wells requiring near-term attention – the most critical of these being Well #8. Based on this report, we solicited bids for cleaning of the well. We received two bids, the low bid being submitted by Peerless-Midwest, Inc.

Motion by Commissioner Bill Horwood second by Commissioner Tom Koch to approve the bids to clean Well #8 and awards the work related to said cleaning of said well to Peerless-Midwest, Incorporated for a cost not to exceed its bid price of \$28,769.50, by adoption of Resolution 2010-040. Roll call vote: Yeas: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. *Motion Approved.*

D. CONTRACT FOR FEDERAL/STATE/LOCAL AIRPORT PROJECT – AIRPORT T-HANGAR PROJECT

The City Commission approved a Business Plan to support a request to the Michigan Bureau of Aeronautics, MDOT, for construction of a new City-owned hangar building, which was a priority project listed on the City's Five-Year Development Plan for the Clare Municipal Airport. MDOT subsequently offered and by adoption of its Resolution 2009-017, the City accepted an Airport Block Grant Contract to design the proposed hangar project. MDOT further offered the City an Airport Block Grant to defray all but 2.5% (\$7,087) of the cost (\$283,444) of constructing the T-Hangars; the City accepted the grant by adoption of its Resolution 2009-101.

Federal entitlement funds were not available to defray the costs of constructing the hangar at time of construction commencement; consequently, the City agreed to pay for a significant portion (\$150K) of the construction costs from its General Fund with the understanding that the City would receive reimbursement when federal entitlement funds were available. The State of Michigan has received an allocation of federal entitlement funds, thus MDOT has offered the City a contractual agreement to facilitate reimbursement to the City for its share of construction costs of the hangar.

Motion by Commissioner Bill Horwood second by Commissioner Tom Koch to approve an MDOT Airport Improvement Grant Contract No. 2010-0274 and agrees to abide by all terms and conditions stipulated therein, said Project Number being B-26-0020-2110 by adoption of Resolution 2010-041. Roll call vote: Yeas: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. *Motion Approved.*

E. BOARD & COMMITTEE APPOINTMENTS – AIRPORT ADVISORY BOARD

The terms of six of the seven appointed members of the City's Airport Advisory Board have expired. All six of the members were queried whether they desired to be considered for reappointment to the Board; all six have agreed to do so.

Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to appoint Arlene Garver, Nyle Haggart, Jerry Allen, Rodger Hicks, Mike Smith, and Steve Stark to serve as members of the Clare Municipal Airport Advisory Board, by adoption of Resolutions 2010-042, 2010-043, and 2010-044. Roll call vote: Yeas: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. *Motion Approved.*

F. BOARD & COMMITTEE APPOINTMENTS – ZONING BOARD OF APPEALS

The revised Michigan Zoning Enabling Act stipulates that one of the appointed members of a municipal Zoning Board of Appeals should concurrently serve as an appointed member of the respective municipality's Planning Commission.

The Clare Planning Commission met on May 12th and nominated Karla Swanson for appointment to the City's Zoning Board of Appeals.

Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to appoint Karla Swanson to serve as a member on the City's Zoning Board of Appeals, by adoption of Resolutions 2010-045. Roll call vote: Yeas: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. *Motion Approved.*

G. BOARD & COMMITTEE APPOINTMENTS – TREE ADVOCACY GROUP

The City's adopted Municipal Tree Ordinance created a five-member Tree Advocacy Group who are residents of the municipality with the following primary responsibilities: assisting the Director of Public Works in developing a tree plan for the City; promoting the goals of the tree program; coordinating annual Arbor Day events; promoting new and existing tree programs; and providing a means of public input in a community forestry management plan.

The Tree Advocacy Group held its first meeting on May 6th. The Group developed a list of individuals the Group deemed qualified and desirable for appointment to the vacant seat of this five-member advisory entity. The Group's primary recommendation was Mr. Ed White, the former owner of White's

Nursery in Clare and a resident of the City. Mr. White has agreed to serve in this position at the pleasure of the City Commission.

Motion by Commissioner Jean McConnell second by Commissioner Tom Koch to appoint Ed White to serve as a member on the City's Tree Advocacy Group, by adoption of Resolutions 2010-046. Roll call vote: Yeas: Commissioners Bill Horwood, John Koch, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. *Motion Approved.*

H. BOARD & COMMITTEE APPOINTMENTS – PARKS AND RECREATION ADVISORY BOARD

Three vacancies currently exist on the City's Parks & Recreation Advisory Board; additionally, the term of a currently seated member of the Advisory Board shall expire on May 20th. Section 30-31 of the Ordinance Codes of the City of Clare stipulates that six members of the seven-member board are appointed by the Mayor of Clare and that the appointments are confirmed by the Clare City Commission.

The Mayor has appointed Tabatha Chambers and Tonya Willman to fill two of the vacant seats; has reappointed Rose Michels to fill the third vacancy; and has reappointed Marian Matyn, whose term of appointment expires on May 20th, to serve another three-year term.

Commissioner John Koch insisted that he did not receive enough information about the nominees to vote to approve the appointments made by Mayor Humphrey, and that his spouse, Kelly Koch, should be on the Parks and Recreation Advisory Board.

Motion by Commissioner Jean McConnell second by Commissioner Bill Horwood to appoint Tabatha Chambers, Tonya Willman, Marian Matyn, and Rose Michels to serve as members on the Parks and Recreation Advisory Board, by adoption of Resolutions 2010-047 and 2010-048. Roll call vote: Yeas: Commissioners Bill Horwood, Tom Koch, Pat Humphrey, and Jean McConnell. Nays: None. Absent: Absent: None. Abstained: John Koch. *Motion Approved.*

8. TREASURER'S REPORT

Treasurer's report was received.

9. *DEPARTMENT REPORTS

Consent Agenda Approved.

10. CITY MANAGER'S REPORT

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 for the Pettit Park campground; discuss options regarding whether the City should regulate facilities that offer medical marijuana 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. City Attorney, Jaynie Hoerauf 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 11th. 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 24th with the goal of providing the City Commission a contract proposal at either the June 7th or June 21st Commission meeting.

Council of Governments. The next meeting is scheduled for May 19th.

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

11. *COMMUNICATIONS:
Consent Agenda Approval.
12. EXTENDED PUBLIC COMMENT: Former employee Joe Hart read a prepared statement regarding his dissatisfaction with DPW Superintendent, Bob Bonham's professional behavior and requested a review and evaluation of Mr. Bonham's conduct. Tom Creuger inquired about the construction of a water tower at the north end of Clare.
13. COMMISSION DISCUSSION TOPICS: Jean McConnell announced that she would not be able to attend the upcoming ClareCastle tour. John Koch announced his dissatisfaction with the board and committee appointment process, requested that Joe Hart's allegations be investigated by the City Manager, and suggested that Parks and Recreation Director Amanda Green's conduct should be evaluated because some Parks and Recreation Board members are discontent with her demeanor.
14. *APPROVAL OF BILLS:
Consent Agenda Approval.

15. BUDGET WORKSHOPS: Overview of the budget process. Fire Fund; General Fund: Remaining Components; Brownfield Redevelopment Authority; Hatton Township Landfill Trust Fund; Inter-fund Activity; Debt; Overview of Proposed Budget.

16. ADJOURNMENT:

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

Meeting adjourned at 7:47 p.m.

Diane Schmidt, City Clerk

Pat Humphrey, Mayor