

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the Commission Chambers by Mayor Pro Tem Jean McConnell who led the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Carolyn (Gus) Murphy, Jean McConnell and Karla Swanson. Absent: Pat Humphrey. Also present were Ken Hibl, City Manager; Steven Kingsbury, Treasurer and Finance Director; Joy Simmer, Recreation Director; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Swanson second by Commissioner Murphy to approve the items listed with an asterisk (*) (Amended Agenda (Item C tabled), Minutes, Communications, Department Reports and Bills) that are considered to be routine by the City Commission. Ayes: All. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved By Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved By Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. CITY OF CLARE PARKS & RECREATION MASTER PLAN UPDATE

The City's Parks & Recreation Master Plan is required to be updated every five years to ensure eligibility to any and all programs available through the Michigan Department of Natural Resources (MDNR), to include all grants and loan programs. Additionally, it is simply good management sense and good practice to periodically update our Master Plan to ensure that ever-changing community recreation priorities and needs are being addressed and met.

Joy Simmer, our Recreation Director, has renewed the Plan; has submitted it to our Parks & Recreation Board for consideration; has provided copies to our neighboring governmental entities having recreation programs for review and comment; and has asked the City Clerk to publish notice of a required public hearing to allow public comment to be heard and thereby facilitate the City Commission's approval of the Plan to allow us to submit the Plan to MDNR.

The City Commission is asked to consider holding the requisite public hearing to receive comment and then approve the Plan.

Motion by Commissioner Bonham second by Commissioner Swanson to open the public hearing. Voice vote: Yeas: All. Nays: None. Absent: Pat Humphrey. *Motion approved.*

Public Comment: None.

Motion by Commissioner Bonham second by Commissioner Swanson to close the public hearing. Voice vote: Yeas: All. Nays: None. Absent: Pat Humphrey. *Motion approved.*

Recreation Director Joy Simmer presented plan updates and recent Parks and Recreation Community Survey results to the Commission. She noted that the current Parks and Recreation Community Survey closed on February 12, 2016, and therefore those results were not available for inclusion in the Commission's read ahead packet. Additionally, the Letter of Invitation and associated Mailing List have been updated to provide current information.

Motion by Commissioner Swanson second by Commissioner Murphy to approve the 2016-2020 Parks and Recreation Master Plan Update by adoption of Resolution 2016-014. Roll call vote: Yeas: Commissioners Bob Bonham, Jean McConnell, Carolyn

(Gus) Murphy, and Karla Swanson. Nays: None. Absent: Pat Humphrey. *Motion approved.*

B. TRAFFIC STUDY PROPOSAL

The City applied for and has been earmarked as a recipient for a \$375K Small Urban grant to defray a portion of the costs of a possible round-about north of Clare that may be required as a traffic control measure for increased vehicular traffic associated with development of the 200-acre parcel north of Clare along Colonville Road. We have to use those funds in 2017 or lose them.

Our primary motivation to seek this funding was an MDOT traffic model conducted approximately eight years ago that indicated increased development in the north sector of Clare would cause traffic congestion on US-127 created by significantly increased exiting vehicles.

We required Walmart to conduct a traffic study to evaluate the impact of its proposed development in our northern sector. Their study did not reveal any major concerns or issues and indicated that the current road network within this area will accommodate their development without adverse affect. However, that study addressed only the Walmart development. We have no study related to development of this entire sector – and in particular its impact on US-127 and adjacent City and Clare County roads (Clare Avenue, McEwan, Surrey Road, Eberhart Road, etc.).

To address this void and to determine the need for the MDOT-proposed round-about, we have held two major meetings with all primary parties (MDOT, CCRC, CNG, Gourdie-Fraser, and the City) involved with the north development. We left those meetings with these primary conclusions:

- Other than the MDOT preliminary modeling that was completed, we have no data or supporting evidence to justify the need for a very expensive (est. \$2M) round-about – there may be other far-less expensive, common-sense we can do to accommodate future development.
- Even though MDOT has recommended the construction of the round-about and is the primary beneficiary (it would relieve exiting traffic issues they may encounter on US-127 as a result of future development) of its construction, they have no funds to contribute to the project. And barring their fiscal partnership with us on the project, it is simply unaffordable for us to accomplish – even with the use of the \$375K grant.
- There is an essential need to complete a professional assessment to determine whether we will have significant, critical traffic issues resulting from future development. And that assessment needs to address the impact on the road systems of all the primary entities (Clare County, MDOT, and the City) and needs to be accomplished quickly to allow us time to react to the conclusions of the study and to use the earmarked grant funds before we lose the funding if there is a need to do so.

We asked MDOT whether they could accomplish the needed study; they indicated that the cost of doing so would likely be in the range of \$100K - \$150K; that the MDOT “system” is not responsive enough to complete the study in the time-frame we need to have it completed; and they didn’t have the funds available to complete the needed study. Consequently, we asked Gourdie-Fraser to provide us a proposal to complete the study. We also asked the CCRC and MDOT whether they would be willing to share in the costs of completing the needed study.

Gourdie-Fraser has a standing professional relationship with and uses the services of Progressive Engineering to fulfill of any their traffic assessment requirements. They have provided us a proposal for our needed traffic assessment. We ask that that the City Commission approve the proposal and provide us the authority to initiate and complete the needed traffic assessment.

Motion by Commissioner Murphy second by Commissioner Swanson to approve the traffic study proposal from GFA by adoption of Resolution 2016-018. Roll call vote: Yeas: Commissioners Bob Bonham, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

C. COLONVILLE ROAD PROJECT FINAL PAYMENT

Tabled - Consent Agenda.

D. STREET LIGHT LED CONVERSION

Consumers Energy is offering a rebate program for conversion or retrofit from existing street lighting to replacement with LED fixtures; they are concurrently offering a 20% discount for purchase of new LED fixtures manufactured by Michigan-based companies. The rebate program is being offered on a first-come/first-served basis. When the funds allocated by Consumers Energy are exhausted, the program is ended for this year with no absolute guarantee the rebate will again be offered in future years.

We currently have 182 street light fixtures that we (the City and/or the DDA) own that are eligible for the rebate program regardless if we replace or retrofit the fixtures, plus we are eligible for the associated 20% discount if we replace the fixtures. The parking lot lights owned by the DDA in the Fourth and Fifth Street Municipal Parking Lots are similarly eligible for both the rebate and discount.

Based on information we've received from Medler Electric, the annual energy savings (regardless of which option we select – retrofit existing fixtures or replacement with new fixtures) in the amount of electricity used and our related monthly/annual cost reductions is substantial - approximately \$10K annually for streetlights and \$900 annually for parking lots. The estimated costs to retrofit our street lights is outlined in the three attached quotation; similarly the estimated costs to replace our existing fixtures is outlined in the attached quotation; also attached is the quotation for parking lot fixture replacement. Other supporting documents associated with each option are also attached.

The City Staff strongly urges that we pursue this energy alternative due to the relatively short pay-back on our investment, the long-term energy savings, and the significant reduction in costs (both manpower and materials) associated with purchasing and replacing non-functioning bulbs – which we have not included in our assessment of the conversion.

As the parking lot fixtures are owned by the DDA, we will present this proposal to them at their scheduled meeting on Feb 12th. The City pays the electric bill for all of our street lights (the DDA only pays for electrical charges associated with the parking lot lights), but the design of the fixtures is inherent to that organization, thus we will also ask for their guidance on whether to replace our existing fixtures or to retrofit them (note that the replacement fixtures are slightly different in design – thus if we replace one, we should replace all (and vice versa)).

The fixtures are warranted for ten years but have a life expectancy of twenty-five years.

Steve has consulted with our bonding attorney and has confirmed that this project would be eligible for PA 99 funding. And that is the purpose of tonight's presentation to the City Commission: to ask for the authority to proceed with placing the PA 99 mechanism in place to allow us to fund this project. Once we've done that, we will finalize all the project numbers and come back to the Commission asking for your approval to actually proceed with the project.

While it is necessary to have lighting that can span five lanes in certain areas of the city, an inquiry will be made to vendors to determine whether light fixtures are available which can reduce glare for drivers.

Motion by Commissioner Bonham second by Commissioner Murphy to authorize to proceed with PA 99 funding process for the Street Light LED Conversion Project by adoption of Resolution 2016-020. Roll call vote: Yeas: Commissioners Bob Bonham, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

8. TREASURER'S REPORT

The Treasurer presented his report.

9. *DEPARTMENT REPORTS

Approved by Consent Agenda.

10. CITY MANAGER'S REPORT

Planning Commission Meeting. The Planning Commission met on Feb 10th and unanimously approved a request for amendment to the approved site plan of the proposed Walmart development, thereby allowing a major color change (store will now be shades of grey w/blue and orange accents) to Walmart's new corporate colors. The Commission also unanimously recommended approval of the City's 2016-2010 Recreation Master Plan, which will be considered by the City Commission at its scheduled Feb 15th meeting.

State of the Community Presentation. We (Mayor Pro Tem Jean, Diane, & I) participated in the MidMichigan Community College State of the Community event at the Harrison Campus on Feb 9th. Other participants included Gladwin County, Clare County, City of Beaverton, City of Gladwin, City of Harrison, Gladwin County Economic Development, and MidMichigan Community Development. Each entity was allowed ten minutes to provide their respective "state of the community" presentation. We prepared a PowerPoint and a short video presentation that we intend to share with the Commission at some future meeting when we have a light agenda. We shared it with our Planning Commission last night.

Community Pathway Update. The attached email from Steve Clark of Rowe, Inc., confirms earlier information provided to the Commission regarding the Community Pathway Project that has the support of all governmental entities from Ithaca to Clare. When completed, this pathway will connect to the PMDL in Clare and offer riders the opportunity to take one of several continuous rides of greater than 150miles with links/connections to other trails along the way, to include the Fred Meijer and the White Pine which currently or will pass through and/or go to multiple communities (Grand Rapids, Bid Rapids, Greenville, Alma, Ithaca, Hart, Clare, Midland, Evart, Reed City., Shepherd, Mt. Pleasant, Ithaca, Rockford, Sparta, etc) – thus explaining the tremendous importance to complete the gap that current exists between Clare and the Moose Lodge west of Clare. It is our intent to write grants this year to allow us to close that gap next year. Also attached and related to this topic is the Action Plan, which outlines the proposed phasing to complete the Community Pathway in its entirety from Clare to Ithaca.

Retirement of Mr. Steve Phelps. Mr. Steve Phelps has been an employee of Harrison's DPW for the past 35 years. He has been a true friend and supporter of the City of Clare and our various departments throughout his tenure in Harrison. A significant number of us from the City Staff intend to attend Steve's retirement reception in Harrison; we welcome the City Commission to join us. We will ask Mayor Pro Tem Jean to sign and present (if she's available) a Mayoral Key of Excellence to Steve for the great partnership we have enjoyed with him all these years.

MML Capitol Conference. As indicated in the attached copy of The Loop, the MML's annual capitol conference is being held Mar 22nd & 23rd. Please advise Diane if you have any interest in attending to allow us to make reservations for you.

Addendums:

Walk For Warmth. Walk for Warmth is scheduled for February 27, 2016; Mayor Pro Tem Jean McConnell has signed a proclamation declaring February 27, 2016, as Walk for Warmth Day.

11. *COMMUNICATIONS

Approved By Consent Agenda.

Census Bureau Correspondence. The Census Bureau sent a second notice advising us of an impending survey.

PA 269 Correspondence. Representative Joel Johnson forwarded correspondence regarding pending legislation relating to PA 269 (SB571).

12. EXTENDED PUBLIC COMMENT: None.

13. COMMISSION DISCUSSION TOPICS: None.

14. *APPROVAL OF BILLS

Approved By Consent Agenda.

15. CLOSED SESSION. Teamsters Bargaining Unit Agreements

Motion by Commissioner Bonham second by Commissioner Murphy to adjourn the regular meeting and go into closed session. Voice vote: Yeas: All. Nays: None. Absent: Pat Humphrey. *Motion approved.*

Motion by Commissioner Bonham second by Commissioner Swanson to return to open session. Voice vote: Yeas: All. Nays: None. Absent: Pat Humphrey. *Motion approved.*

Motion by Commissioner Bonham second by Commissioner Swanson to approve the Teamsters Bargaining Unit Contracts by adoption of Resolutions 2016-021 & 2016-022. Roll call vote: Yeas: Commissioners Bob Bonham, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Nays: None. Absent: Pat Humphrey. *Motion approved.*

16. ADJOURNMENT

Motion by Commissioner Murphy second by Commissioner Swanson to adjourn the meeting. Ayes: All. Nays: None. Absent: Pat Humphrey. *Motion Carried.* Meeting adjourned at 7:05 p.m.

Jean McConnell, Mayor Pro Tem

Diane Lyon, City Clerk