

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 Bob Bonham, Pat Humphrey, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Absent: None. Also present were Ken Hibel, City Manager; Dave Saad, Police Captain; Steve Kingsbury, Treasurer; Joy Simmer, Parks & Recreation Director; Gary Todd, Airport Manager; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Swanson second by Commissioner Murphy to approve the items listed with an asterisk (*) (Agenda, Minutes, Department Reports, Board & Committee Appointments, Communications, and Bills) that are considered to be routine by the City Commission. Ayes: All. Nays: None. Absent: None. *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. MMDC PRESIDENT'S REPORT-JIM MCBRYDE & KATHY METHNER

The City of Clare is one of MiddleMichigan Development Corporation's municipal clients, and we have a seat at the table of its board of directors. Each year MMDC publishes an annual report outlining its major accomplishments and achievements. Mr. Jim McBryde, MMDC's President and CEO, and Ms. Kathy Methner, MMDC's Clare County Director, presented the report and were available to questions of the Commission and the public at tonight's scheduled Commission meeting.

B. ABANDONMENT OF A PORTION OF BEECH STREET ROW

By adoption of its Resolution 2017-017, the Clare City Commission directed the Clare City Clerk to post notice of the Commission's intent to abandon a portion (14') of the City's Beech Street Right-of-Way. Public Notice has been accomplished. The City Commission is now asked to hold a public hearing to receive comment related to the proposed abandonment and subsequently approve this proposal.

Motion by Bonham second by Commissioner McConnell to open a public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

Public Comment: Tom Bouchey was not in favor of abandoning Beech or installing curb and gutter as part of road improvement projects scheduled for that portion of Beech Street. Per telephone call, Sharon Russell was not in favor of increased taxes but did not oppose to the ROW abandonment.

Motion by McConnell second by Commissioner Bonham to close the public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

Motion by McConnell second by Commissioner Bonham to approve the abandonment of a portion of Beech Street's ROW by adoption of Resolution 2017-027. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

C. APPROVAL TO SUBMIT RECREATION PASSPORT GRANT

With the endorsement and support of the Clare Parks & Recreation Advisory Board and the Clare City Commission, a grass roots community-wide effort to raise funds to construct a bike and skate park for the City has been ongoing for the past three years. Sufficient funds have been raised and accrued to purchase basic ramps and equipment for

a temporary park and to use as a local match to apply for a Michigan Department of Natural Resources grant in the amount of \$37,500 to purchase additional ramps and equipment and construct a permanent skate park at the City's new recreation complex on Pinecrest Street in Clare. The grant submission deadline is April 1st.

There is no immediate, direct fiscal impact to the City as the local match funds for the grant were accrued solely through the dedicated grass roots efforts of countless community members and project supporters. The City will be responsible for maintenance of the skate park and equipment after it is constructed.

A governing body resolution approving the application and supporting the project is a required element of the grant application. The City Commission is asked to approve the submittal of the grant application and adopt the required resolution for inclusion with the application.

Motion by Swanson second by Commissioner Murphy to approve a Resolution of Support and Application of the Passport Grant by adoption of Resolution 2017-028. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

D. APPROVAL OF AIRPORT TAXIWAY BIDS

The City's Five-Year Airport Development Plan and the City's Capital Improvement Schedule includes a 2017/2018 Taxiway Construction Project to complete the remainder of our Runway 04/22 taxiway. To facilitate the completion of that project, Aeronautics granted us authority to solicit bids for the taxiway project.

Six bids (including four from local contractors) were received – the low bid was submitted by Mead Bros. of Springport, Michigan. Mead & Hunt, our airport engineer, have recommended to the City and to Aeronautics that the project work be awarded to the low bidder.

Approval of the bids and award of the bid to the low bidder will require a fiscal commitment of \$ 42,499.50 (5% of the total project cost) on behalf of the City in our 2017/2018 budget. This amount is approximately \$5,500 less than we had anticipated due to the Mead Bros. bid being 9% below the engineer's estimate.

The City Commission is asked to approve the bids, thereby allowing us to inform Aeronautics that we accept the bids and initiating the process to award the grant to us to allow construction of the taxiway this summer (after Jul 1st).

Motion by Swanson second by Commissioner Murphy to approve the bids and award the project work to Mead Bros. adoption of Resolution 2017-029. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

E. JANITORIAL SERVICES CONTRACT

The City presently enjoys a three-year contractual agreement for janitorial services for all the City's public buildings with AWOL. The agreement will expire on May 31, 2017. We receive exceptional service from AWOL. And we previously suffered a very unpleasant experience with another janitorial company. Consequently, we queried AWOL to determine whether they would be willing to extend the present contractual agreement.

The current contract (2014-2017) provides for a \$400 per-year price escalation clause. AWOL has offered to extend the current contract for two years with the same terms (\$400 per year price increase). We also asked AWOL for a cost for providing janitorial services for the Clare Depot once the building is occupied. As reflected in the AWOL correspondence, AWOL has suggested an initial charge of \$30 per cleaning occurrence for each floor. As we have no history of cleaning requirements for the building, we believe this to be an equitable charge as it provides flexibility in determining what the long-term requirements will be.

The City Commission is asked to favorably consider AWOL's proposal to extend the current agreement for two years.

Motion by McConnell second by Commissioner Swanson to approve the extension of the Janitorial Services Contract with AWOL by adoption of Resolution 2017-030. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell, Carolyn (Gus) Murphy, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

F. *BOARD & COMMITTEE APPOINTMENTS

1. *Clare DDA-Tom Koch. Resolution 2017-031 Approved By Consent Agenda.*
2. *Cherry Grove Cemetery Advisory Board-Kathleen Jackson. Resolution 2017-032 Approved By Consent Agenda.*

8. TREASURER'S REPORT

The Treasurer provided his report.

9. *DEPARTMENT REPORTS

Approved By Consent Agenda.

10. CITY MANAGER'S REPORT

Planning Commission Meetings. The City Planning Commission unanimously approved the site plan for the new Child Care Center at its scheduled meeting of Mar 8th. Construction is scheduled to commence this summer. The Planning Commission is scheduled to convene a special meeting on March 29th to consider a site plan application to reconstruct the Fifth Street Auto Repair Center, which was destroyed by fire in December 2016.

ZBA Meeting. Our ZBA is scheduled to meet on April 3rd at 5:15pm to consider a variance request to construct a small storage shed on an un-buildable lot in one of Clare's residential districts.

MML Capital Conference. This annual conference will convene in Lansing on Mar 21st & 22nd; I am obliged to attend due to my present appointment as a Trustee of the Michigan Municipal League's Board to Directors.

Small-Urban Task Force Meeting. The Clare/Farwell Task Force is scheduled to meet on Friday, Mar 17th in Clare to consider a revised project priority list.

Drain Board Meeting. The Little Tobacco Drain Inter-County Drain Board met in Clare on March 14th. The Board spent significant time discussing the proposed FEMA grant. It now appears that the maximum grant amount the Drain Board can expect to receive from FEMA is \$2.5, more likely closer to the \$2M range; the anticipated project estimate remains at \$7M – in great part due to the necessity to replace all the bridges within the project boundaries. Clare's potential cost for those bridges could be as high as a breathtaking \$3.1M. The grant potential is restricted by the expected cost/benefit ratio. The engineer's most recent estimate is that the City has 19 (potentially 21) property parcels that will be in the projected 100-year flood zone, even after the drain project is completed. FEMA will pay all costs associated with removing (demolishing or physically moving) the buildings on those identified parcels from the flood plain; however, it is the property owner's discretion whether to accept that offer (it's voluntary).

The most important "take-away" at this point is that everything associated with the project is an estimate and projection – nothing is definitive at this juncture. More details should be known once the Board knows the amount of the FEMA grant and MDEQ decisions are received related to permits that will determine the ultimate width and depth of the drain once the project is completed. The next Board meeting is scheduled for May 2nd in Clare. It presently appears the project will proceed to the construction phase in 2018.

MMCAA Recognition. Officer Brian David was formally recognized at the annual MMCAA awards and recognition event for his work with the Agency in emergency preparedness.

Absence. I will be out of the state for the period Apr 1-7 and will consequently not be present for the Apr 3rd City Commission meeting. Steve will be the Acting City Manager during my absence.

Approval to Solicit ICE Grant Bids. MEDC has granted Gourdie-Fraser approval to solicit bids for our ICE grant. Our bid closure date has been set for April 29th.

Recreation Complex Bids. Even after a second round of bid solicitations and eliminating line items from the project, bids were well over projections and fund availability; consequently, we rejected all bids received and are considering a significant number of other options to complete the project this year, to include renting the needed heavy equipment, hiring temporary heavy equipment operators, and overseeing project management ourselves. We have solicited bids for the preparation of the fields completed by the Operator's Union and seeding to ensure we have "playable" fields by season opener this year. Bids for seeding are scheduled to close on March 29th.

Addendums:

Diane will be attending the Michigan Association of Municipal Clerk's Conference in Mt. Pleasant March 22-23.

The Pioneer Group (the group that did all the fund-raising and management of the improvements of Brookwood Field) is partnering with the Clare Little League to install a flagpole and large American flag @ Stamina; the pole & flag will replicate the one that they installed @ Brookwood...will be a very impressive attention-getter to passersby on US-127. They proposed this about three weeks ago with the understanding that once the pole and flag is installed the City would maintain and keep the flag (\$600 per year) and flagpole.

11. *COMMUNICATIONS

Approved By Consent Agenda.

LCC Liquor License. We received the attached letter from the MLCC advising us of an expanded liquor license transfer to Gateway Lanes.

Clare County Community Foundation Correspondence. The City received notice of a \$5,000 CCCF Grant for irrigation for the City's new recreation complex. We've also received notice that the Chamber of Commerce has received a CCCF grant in the amount of \$2,000 for their relocation to the depot; the City is the fiduciary for this grant.

MAC TV Newsletter. The latest MAC TV newsletter is attached for information.

City Correspondence to MLCC. The City provided the attached letter to Mr. Tracy Bolle to support his expanded liquor operations in his new addition.

12. EXTENDED PUBLIC COMMENT: None.

13. COMMISSION DISCUSSION TOPICS: None.

14. *APPROVAL OF BILLS

Approved By Consent Agenda.

15. ADJOURNMENT

Motion by Commissioner Swanson second by Commissioner Murphy to adjourn the meeting. Ayes: All. Nays: None. Absent: None. *Motion Carried.* Meeting adjourned at 7:02 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk