

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: July 15, 2016
Regarding: City Manager's Report

For the Agenda of July 18, 2016

MDEQ Notice of Deficiencies. We've received correspondence (*copy att'd*) from MDEQ citing us for deficiencies (in particular, undersized and aging water mains) in our water system; our required response is attached.

Notice of Termination – Building Inspector Contract. In our continued attempt to reduce costs and improve efficiency, I have advised Dave Williams, our Building Inspector, that we will be moving these services to Clare County effective July 25th. We will meet with the Clare County staff this week to work all the remaining details to ensure a smooth, seamless transition for our residents and customers.

Ordinance 2016-002. We had this ordinance change (downtown signage) noticed for a hearing and a first reading at the July 18th City Commission meeting. But based on discussion at the July 13th meeting of the City Planning Commission, we are taking the proposed ordinance back to the Clare DDA at its scheduled August 5th for further discussion and consideration. Three of the members of the Planning Commission have been designated to join the DDA for those discussions. We will bring the matter back to the Planning Commission for further review in August after the DDA meeting and subsequently reschedule the matter for City Commission consideration.

Request for Qualifications. Based on stipulated requirements of the ICE Grant Program, we have solicited (*see att'd copy of notice*) requests for qualifications from engineering firms for this project. Our intent is to submit our recommendation for the engineering firm to complete design of our Ann Arbor Trail project at our August 15th meeting to facilitate the final design to ensure we are prepared to bid the project this winter with a construction start date of spring 2017.

AMAR. We have been notified (*see copy of att'd letter*) that we have been selected for audit of our assessing records and program. We have not been notified of the date of our audit, but we anticipate it will be sometime in August.

Michigan Works Youth Job Program. We have been offered and accepted two youth hires that will work for us for six weeks at 30 hours per week; they will commence work on July 19th. There is no cost to the City as they are paid (minimum wage) by Michigan Works.

AirNav Postings. As reflected on the attached AirNav pilot comments page, we continue to receive exceptionally laudatory praise related to the Clare Airport and its services. These comments are reflective of the outstanding job Gary Todd is doing as our airport manager.

Attachments.

1. MDEQ Correspondence.
2. Response to MDEQ.
3. RFQ Notice.
4. Tax Commission Correspondence.
5. AirNav Postings.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
SAGINAW BAY DISTRICT OFFICE



KEITH CREAGH
DIRECTOR

June 30, 2016

Mr. Ken Hibl, Manager
City of Clare
202 West Fifth Street
Clare, Michigan 48617-1490

WSSN: 1420

Dear Mr. Hibl:

SUBJECT: City of Clare Water Main Deficiencies

This letter addresses the undersized mains in the City of Clare (City) that do not meet the requirements of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399).

It is our understanding that over one-half of the City's water mains are cast-iron and approximately eight miles of 4-inch water main exists in the system. Undersized, cast iron water mains are subject to increased breakage, low pressures, and poorer water quality. It is likely that replacement of these water mains would assist in reducing the amount of lost water.

Broken water mains pose a bacteriological health threat to the citizens served by the water system. These undersized mains cannot be properly flushed in the event of a bacteria problem. Due to the reduced flow and velocity of the water from the undersized mains during flushing, the ability of the City to properly clear the distribution system is limited leading to water quality issues and complaints.

Please submit a letter by August 15, 2016, that outlines the City's plans and a schedule to address the above undersized water mains to meet the Requirements of Act 399.

If you have any questions, feel free to contact me at 989-894-6261; ReinkeJ1@michigan.gov; or Department of Environmental Quality, Office of Drinking Water and Municipal Assistance, Saginaw Bay District Office, 401 Ketchum Street, Suite B, Bay City, Michigan 48708.

Sincerely,

Joe Reinke
District Engineer
Field Operations Section
Office of Drinking Water and Municipal Assistance

jr/ajl

cc: Mr. Al Jessup, DPW Superintendent, City of Clare



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

July 15, 2016

CITY HALL

Ph 989.386.7541

Fx 989.386.4508

www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

Michigan Department of Environmental Quality
Attn: Mr. Joe Reinke, District Engineer
Field Operations Section, Office of Drinking Water & Municipal Assistance
Saginaw Bay District Office
401 Ketchum Street, Suite B
Bay City, Michigan 48708

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

RE: MDEQ Correspondence, WSSN:1420, City of Clare Water Main Deficiencies

Dear Mr. Reinke,

UTILITY BILLING

Ph 989.386.7541 x201

Thank you for your letter of June 30, 2016 referenced above. Please know that the City of Clare shares the concerns you outlined in your correspondence and is impeded only by available funding to correct the deficiencies you cited in your letter. As needed funding becomes available, the City has every intention of correcting the entirety of the water system shortcomings you noted.

W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121

Fx 989.386.0440

The City applied for a Michigan Economic Development Corporation (MEDC) Infrastructure Capacity Enhancement (ICE) grant in May 2016 to rectify a portion of the cited deficiency. We were notified approximately two weeks ago that our Part I application was favorably considered. Our City Commission has pledged the needed local match funds for this water main improvement project, and our Mayor has responded to MEDC that it is our intent to submit a Part II application. If our Part II application is approved, we will upgrade three blocks of our substandard 4-inch water main lines to 8-inch HDPE pipe in 2017.

FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151

Fx 989.386.3020

PARKS & RECREATION

Ph 989.386.7541 x213

Fx 989.386.4508

Concurrently, we will from this date forward include in our annual Water Fund Capital Improvement Schedule the upgrade and replacement of all remaining substandard water mains as our annual revenues allow us to do so. Unfortunately, we are not presently able to provide you a realistic date to complete the water main upgrade other than to assure you it will be one of our absolute top priorities. The primary reason for this rather ambiguous response is our water main upgrade will be competing directly with approximately \$1M in vitally needed improvements to our Water Treatment Plant – and this cost estimate will be significantly increased if we determine a better option is to abandon our existing treatment plant to construct a new one. So we will evaluate the most critical needs of these two competing priorities annually and apply available resources to each according to our annual evaluation.

AIRPORT

Ph 989.386.0445

Fx 989.386.4508



We will seek every available means of funding these priority projects at an accelerated pace, to include continuous review of our fee and rate structure and any and all available grant, loan, bond, and other forms of program assistance. We are also optimistic that announced and planned commercial and industrial development in the City over the next five-to-ten year period will significantly increase our customer base, thereby providing additional revenues for these priority projects.

We look forward to your continued guidance and assistance in this matter. Kindly inform us if you require additional information or have questions regarding the information provided.

Best Wishes,

A handwritten signature in black ink, appearing to read 'Ken Hibi', with a stylized flourish at the end.

Ken Hibi
City Manager

cc: Mr. Al Jessup, DPW Superintendent, City of Clare
Mr. Dale Clark, Water Superintendent, City of Clare

REQUEST FOR QUALIFICATIONS
**ENGINEERING SERVICES FOR UPGRADE OF THREE BLOCKS OF 4-INCH WATER MAIN
LINES AND CONCURRENT RECONSTRUCTION OF THREE BLOCKS OF CITY STREET**

The City of Clare is soliciting a Request for Qualifications for Engineering Services for the upgrade of three blocks of water main line and concurrent reconstruction of three blocks of city street. The purpose of this Request for Qualifications (RFQ) is to seek a qualified engineering firm to review and update completed design for the project; prepare bid documents and oversee/manage the project bid solicitation process; and provide construction engineering services; and to meet all the stipulated requirements of the MEDC and/or other state agencies in respect to design, construction, reporting, and administration associated with this project. The successful proposal will include the full discipline of engineering expertise and services including civil, mechanical, storm water, water, and environmental engineering. Complete requirements for this RFQ may be obtained by contacting the City Clerk at 989-386-7541 and are available at Clare City Hall.

Firms must submit a complete response to this RFQ in the format prescribed **by 5:00 p.m. Eastern time, Friday, August 5, 2016**, to the attention of the City Clerk at the City of Clare, 202 West Fifth Street, Clare, MI 48617.

If you have questions regarding this RFQ, please contact Ken Hibl, City Manager at khibl@cityofclare.org; (989) 386-4469.

The City of Clare is an equal opportunity provider and employer.





STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

July 7, 2016

Ken Hibl, City Manager
City of Clare, Clare County
202 W Fifth Stt
Clare, MI 48617

Dear Mr. Hibl,

The State Tax Commission (STC) at their meeting on May 13, 2013 approved the new Audit of Minimum Assessing Requirements (AMAR). The AMAR has replaced both the 14 Point Review and the Mini-Review, which have been eliminated. This letter serves as notification that your local unit has been selected to be reviewed as part of our 2016 audit program.

The Commission has contracted with Tax Management Associates (TMA) to conduct the reviews statewide for any local unit that has not recently been reviewed. TMA will be in contact with you to set a schedule for your AMAR review. The Commission expects and appreciates full cooperation from each local unit to complete these reviews in a timely manner. The first step in the process will be for your assessor to send TMA a backup of the archived 2016 BS&A assessment database. TMA will be in contact to make those arrangements as well as provide alternatives if your local unit does not use BS&A.

A copy of the AMAR form with links to requirements and other helpful information is available on the STC website at www.michigan.gov/statetaxcommission. If you have any questions regarding the AMAR program, please visit the STC website or contact my office at 517-335-3429.

Sincerely,

A handwritten signature in cursive script, appearing to read "Heather S. Frick".

Heather S. Frick
State Tax Commission

Cc: Diane Lyon, Clerk, City of Clare, Clare County
Kim Halis, Director, Clare County Equalization Department

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Clare Municipal Airport

at [Clare Municipal Airport](#)

Services

- Airport management
- Aviation fuel
- Aircraft parking (ramp or tiedown)
- Hangars
- Passenger terminal and lounge
- Courtesy transportation
- Public telephone
- Restrooms

Aviation fuel services

Brand: independent
Fueling hours: 24 hours a day

Fuel prices as last reported on 02-Jul-2016

100LL Avgas [Self service](#) \$3.89 Reported by the FBO

Prices include all taxes. Prices [not guaranteed](#).

[UPDATE PRICES](#)

Contact information

Address: 202 West 5th Street
Clare, MI 48617
United States of America

Telephone: 989-386-0445
989-802-2005

Email: [mailto:gtodd@cityofclare.org?subject=Message from AirNav.com user to Clare Municipal Airport \(48D\)](mailto:gtodd@cityofclare.org?subject=Message from AirNav.com user to Clare Municipal Airport (48D))

Comments from AirNav users

Comments are submitted by their authors and do not reflect the opinion of AirNav, LLC. All comments must adhere to [AirNav's Policy on Comments](#).

From Kevin Pentoney on 08-Jul-2016

★★★★★ Clean. Low fuel price. Great airport manager who is often present. Courtesy car. Shower. Ice cream. Everything I need and more right in the middle of the state. Great fuel stop.

From Gary Jones on 19-Jun-2016



★★★★★ June 17, 2016 we were here 10 years ago on our way to upstate New York for my high school reunion. I am happy to report the service, fuel prices and free ice cream are still in place. :)

From Jim Gorman on 30-Mar-2016

★★★★★ Some of the lowest price gas in the state. Nobody was home at the terminal on Easter

Sunday, but there was free ice cream in the freezer. Free water in the fridge and they left the keys to the courtesy car on the counter! That's trust and hospitality. Thank you, 48D! I'll be back.

From Wayne Kieselbach on 27-Feb-2016

★★★★★ 48D is everything a small town airport should be - it harkens back to the days when flying was fun and friendly. It is simply a great place to visit. It is attended normal business hours by a great airport manager. There is ice cream in the freezer and cones and usually cookies and coffee. There is a free, well maintained loaner car for a drive into town for a great breakfast or lunch at the Mulberry cafe or a great dinner at the Doherty Hotel. The avgas prices are among the lowest in Michigan. The city of Clare is a great small town with a number of interesting shops on the main street and a donut shop owned by some of the local constabulary called "Cops and Donuts." I mean what more could you ask for!? It's a great place to fly to!

From M Mills on 28-Nov-2015

★★★★★ Great fuel\$, thanks to Clare for providing a great apt.

From Michael Bush on 23-Nov-2015

★★★★★ You'll come first for the good fuel price, but you'll come back for the outstanding facility. This must be the most hospitable unattended field I've ever visited. The only drawback at Clare is that there is no one to thank, which is why I'm posting here!

From Jerry Killeen on 16-Aug-2015

★★★★★ I have been here many times especially for the good fuel prices. The courtesy car, Jay's Sporting Goods, nice facilities all make this a welcome place to stop. Oh! and the Amish people are an added attraction. Thanks Clare Municipal.

From George Steed on 08-Aug-2015

★★★★★ Of 14 FBOs on a cross-country trip, this was by far the best. Not the largest, flashiest, or most commercial, just the best. The gas price was the lowest in Michigan, when we called inbound at 20 miles we were greeted with wind info and a runway recommendation, there was a huge gas price sign leading you to the pumps, there was cold water in a little fridge by the pumps, we had a free ice cream sundae in the lounge, and Gary (FBO Mgr) gave us a ride to town. We stayed in the Doherty, a historic hotel in the center of Michigan. Great food and a fun, small-town downtown. I would go out of my way to stop here again.

From Kevin Mannon on 28-Jul-2015

★★★★★ Stopped in on way to and from OSH. Picked 48D for the outstanding fuel prices and was very happy to find a beautifully maintained airport and FBO. Manager went out of his way to make sure we had everything we needed. Will plan on a longer stop next year and take the courtesy car into town for a good lunch before our final leg into OSH. Highly recommended.

From Mark Newberry on 07-Jul-2014

★★★★★ Flew in for 4th of July weekend, met by a friendly gentleman as I was tying down my plane asking if there was anything I needed. When I went inside to wait for a ride I was offered free ice cream and when I inquired about tie-down costs I was told there were none. Very friendly very clean FBO. I will definitely be back.

From Al Friend on 12-Oct-2013

★★★★★ Rwy 9-27 is in great shape! Asphalt is in GOOD shape not poor. Great fuel stop and free sundae! Dick Acker, the manager has done a super job and he will be missed since he is retiring! Best of luck Dick.

From Bill Bedell on 05-Aug-2013

★★★★★ Took advantage of OSH special fuel pricing and made a quick turn on SS fuel. Airport and facilities very clean and well kept. SS pump even had a fridge with water bottles for users, nice touch, thanks. Excellent stop!

 ADD YOUR COMMENT

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