

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 with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Carolyn (Gus) Murphy. Absent: Karla Swanson. Also present were Acting City Manager Steve Kingsbury; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner McConnell second by Commissioner Murphy to approve the items listed with an asterisk (*) (Amended Agenda-addition of item E, Minutes, Department Reports, Communications, and Bills) that are considered to be routine by the City Commission. Ayes: All. Nays: None. Absent: Karla Swanson. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved By Consent Agenda.

4. *APPROVAL OF AMENDED AGENDA:

Approved By Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. CLARE COUNTY TRANSIT AUTHORITY UPDATE-TOM PIRNSTILL

Clare County Transit Authority Executive Director Tom Pirnstill presented transit authority operating activity information to the Clare City Commission.

B. ELECTION WORKER COMPENSATION UPDATE

Chapter 4, Section 4.10 of the City Charter provides that the compensation of election personnel shall be determined in advance by the City Commission. The City's last election inspector wage rate increase occurred in 2012. At that time the Election Chair's wage was approved at \$10.00 per hour and the Election Inspector's wages were approved at \$9.00 per hour which now falls below the minimum wage rate of \$9.25 per hour.

In order to retain qualified and knowledgeable inspectors in the City and attract new inspectors it is important that we offer competitive wages. The City's Election Commission met on July 2, 2018 and they have recommended a pay increase for the Election Chair to \$14.00 per hour; the Election Vice-Chair to \$12.00 per hour; and Election Inspectors hourly wage to \$11.00 per hour. Grant Township currently pays their inspectors \$15.23 per hour however Diane is comfortable with setting the wages as recommended by the Election Commission at this time since the City reimburses inspectors for mileage and covers the cost of meals on Election Day.

Motion by Commissioner Murphy second by Commissioner McConnell to formally approve the increase to Election worker wages as recommended by the City's Election Commission by adoption Resolution 2018-083. Roll call vote: Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Carolyn (Gus) Murphy. Nays: None. Absent: Karla Swanson. *Motion Carried.*

C. ANNUAL WATER TREATMENT LABORATORY SUPPLY PURCHASE

Annually the City of Clare's Water Treatment Department requests quotes from qualified vendors for the restocking of the consumable supplies used in the performance of their duties. This year the City received three written quotes that for the first time in years, possibly ever, exceed the City staff's approval authority level for purchases.

WWTP Supervisor Dale Clark has reviewed all three quotes and has validated that the low quote received from Fisher Scientific of \$5,067.81 is complete and meets all of the City's requirements.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the annual water laboratory consumable supply order by adoption of attached Resolution

2018-084. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Carolyn (Gus) Murphy. Nays: None. Absent: Karla Swanson. *Motion Carried.*

D. APPOINT 2018 MERS DELEGATES

The Michigan Employees Retirement System (MERS) will hold its annual conference in Grand Rapids, Michigan on October 4th and 5th. The City Commission has traditionally sent two delegates to the conference, an employee representative elected by the City's employees to represent their interests at the conference, and a management delegate (traditionally, the City Treasurer or City Clerk) to represent management's interests at the conference.

This year the employees eligible to vote have selected Sarah Schumacher as their primary delegate and Luke Potter as the alternate. City Clerk Diane Lyon desires to attend this year's conference and Treasurer and Finance Director Steven Kingsbury has agreed to serve as the alternate management delegate if needed. MERS requires the City's delegates be appointed by the respective municipal governing body in order to vote on policy matters presented to the delegation for decision.

Motion by Commissioner McConnell second by Commissioner Bonham to appoint Sarah Schumacher as the primary employee delegate and Luke Potter as the alternate employee delegate and to appoint Diane Lyon as the management representative and Steven Kingsbury as the alternate management representative to attend the 2018 annual MERS Conference by adoption of Resolution 2018-085. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Carolyn (Gus) Murphy. Nays: None. Absent: Karla Swanson. *Motion Carried.*

E. MEETING EXCUSAL-COMMISSIONER KARLA SWANSON

Commissioner Karla Swanson has requested that she be excused from attending the July 16th regularly scheduled Commission Meeting.

The City Charter stipulates "...that if a commissioner shall miss five consecutive regular meetings of the commission or twenty-five percent or more of such meetings in any fiscal year of the city, unless such absence shall be excused by the commission and the reason therefore entered in the proceedings, his office shall become vacant."

The Commission has a long-standing history to excuse commissioners in otherwise good standing from attendance at scheduled meetings for good cause. Commissioner Swanson has an excellent attendance record. The City Commission is asked to formally approve the excusal of Commissioner Swanson.

Motion by Commissioner McConnell second by Commissioner Murphy to approve excusal of Commissioner Swanson by adoption of Resolution 2018-086. Roll call vote: Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Carolyn (Gus) Murphy. Nays: None. Absent: Karla Swanson. *Motion Carried.*

8. **TREASURER'S REPORT**

The Treasurer presented his report.

9. ***DEPARTMENT REPORTS**

Approved By Consent Agenda.

10. **CITY MANAGER'S REPORT**

Boil Water Order: On Saturday, July 7th the City issued a boil water order in response to a low water pressure warning at our north booster station that spanned three minutes and two resulting total coliform positive water samples. Based upon negative results from two other waters samples a confinement area was defined to surround and encompass Pettit Park, the Booster Station (the locations of the two positive samples), all locations downstream of these locations and also an area to the south, east and west as a buffer.

Action immediately initiated to flush all water mains and introduce a slightly higher than normal level of chlorine to sanitize the City's entire water distribution system. A Boil Water Order was issued and hand delivered to all residential and business properties within the affected area as well as throughout Pettit Park. This notice was also posted on

the homepage of the City's Internet site as well as on the City's Facebook page. A boil water cancellation notice was issued following two consecutive sets of water samples that came back good that were taken throughout the City's water distribution system. The cancellation notice was also hand delivered to all properties within the affected area as well as being posted on the City's Internet site and Facebook page.

Michigan DEQ new Lead and Copper Rules: The Michigan DEQ held a webinar on new/updated lead and copper rules. The webinar was free to "attend" and was sponsored by APWA, MML, MRWA, MI-AWWA and SEMCOG. The basic change within these new rules is that all lead connections within the municipal water delivery system all the way into the point of delivery to our customers (the first water valve or at least 18" into the customer's building) is the responsibility of the water authority. These rules are phased in over the next seven years and begin with a comprehensive inventory of the entire water delivery system to identify any and all potential instances where lead could be present.

Airport Parallel Taxiway Paving: As of today our contractor is completing the final grading of the parallel runway at the City's Municipal Airport and is scheduled to pave this Saturday and Sunday if weather permits.

FY2018/19 Street Improvement Projects: The City's contractor for the 2018 street and water system improvements within the first block of E. Seventh Street and the section of John R included in this year's projects began pulverizing the existing asphalt yesterday (Wednesday, July 11th). Over the coming weeks the remaining work of replacing water mains, curbs, sidewalks and storm sewers will be completed prior to the road being repaved.

Youth Police Academy: This year's Youth Police Academy is underway with 22 participants from throughout the community. Graduation for this year's academy will be held at 6:00 p.m. on Thursday, July 19th in large pavilion at Shamrock Park.

Jr. Firefighter Academy: This year's Junior Firefighter Academy will take place tomorrow, Friday, July 13th at the City's Public Safety Building. As of the writing of this report there are 65 children registered to participate.

Youth Water Camp: On Monday, July 16th the City will present this year's Youth Water Camp within the small pavilion at Shamrock Park. There are 29 children registered to attend/participate in the educational program.

Addendum:

Invitation to "The Everything Meeting." The Village of Ubyly has invited the Clare City Commission to attend "The Everything Meeting" to be held on August 1st at the Ubyly Heights Golf & Country Club.

10. *COMMUNICATIONS

FOIAs. The most recent requests & responses were provided.

11. EXTENDED PUBLIC COMMENT: Tom Pirnstill announced Living Hope Lutheran Church in Farwell provides a free clothing giveaway to all who come on Tuesdays and Thursdays from 9-3 at the former Chemical Bank building.

12. COMMISSION DISCUSSION TOPICS: Mayor Humphrey noted that the 5th Street Parking lot needs to be sealed.

13. *APPROVAL OF BILLS

Approved By Consent Agenda.

14. ADJOURNMENT

Motion by Commissioner Bonham second by Commissioner Murphy to adjourn the meeting at 6:58. Ayes: All. Nays: None. Absent: Karla Swanson. *Motion Carried.*