

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the City Commission Chambers of Clare City Hall, 202 West Fifth Street, Clare, Michigan by Mayor Pat Humphrey who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Pat Humphrey, Gus Murphy and Maegan Jenkins. Absent: Nick Loomis. Also, present: Jeremy Howard, City Manager; Luke Potter, DPW Director; Gary Todd, Airport Manager; the Clare City Police Department and some members of the auxiliary police force; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Bonham to approve the items listed with an asterisk (*) (Agenda, Minutes, Department Reports, Communications, Professional Development, and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *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. MEDC CDBG GRANT APPLICATION-PUBLIC RESTROOMS

Parks and Recreation Director, Joy Simmer, along with the city's DPW and MMDC, have been working on an MEDC CDBG grant opportunity to fund building public restrooms at the Clare Union Railroad Depot and as part of the original trail head project there which ties into the Pere Marquette Rail Trail project.

The City Commission is required to host a public hearing related to the proposed project. Public notice of the hearing has been accomplished at least five days prior to the conduct of the hearing as required.

The City Commission is asked to hold the public hearing and subsequently authorize the submittal of the grant application.

Motion by Commissioner Murphy second by Commissioner Bonham to open the public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

Public Comment: None.

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

Motion by Commissioner Murphy second by Commissioner Bonham to approve submittal of the grant application by adoption of Resolution 2022-030. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

B. AIRPORT ENGINEERING AND DESIGN CONTRACT

Rehabilitation of the Apron (large ramp area by the Terminal) and Taxi Lanes 2 and 3 have been in the CIP for quite some time and is currently some of the worst pavement at the airport according to the last Pavement Survey done by MDOT. The project was originally slated for completion in 2024, however, recently funds have been allocated through the Bipartisan Infrastructure Law (BIL) that have allowed us to accelerate the project to 2023.

The project has been approved by MDOT and has received approval for MDOT funding (90/5/5 cost share – Federal/State/Local). Meade & Hunt is the City's designated engineering firm for all major airport projects. We have received the Engineering Service Agreement for construction design and administrative oversight of the apron and taxiway project from Mead & Hunt for the referenced Engineering Services Agreement. The City Commission is asked to review, consider, and approve the proposed Agreement.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the engineering agreement with Mead & Hunt by adoption of Resolution 2022-031. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

C. CITY MOWING CONTRACT

The City enjoys a services contract with Elm Creek for mowing of privately-owned vacant lots and properties within the City that are not in compliance with the City's ordinance codes in respect to tall grass and weeds. The contract has expired. The City solicited bids to renew the contract and zero bids were received. DPW Director Luke Potter reached out to Elm Creek after the bid opening and asked them if they would be willing to extend their contract for another 3 years. Elm Creek was willing to do so with the addition of \$5 per lot bringing the price to \$45 per lot. The City Commission is asked to approve the contract at this time.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the mowing contract with Elm Creek by adoption of Resolution 2022-032. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Abstain: Maegan Jenkins (due to a financial interest in the business). Absent: Nick Loomis. *Motion Carried.*

D. CITY FACILITIES JANITORIAL CONTRACT

The City's contract for janitorial services will expire on June 1st, thus we solicited bids for continuance of these services. The City received only one bid which was submitted by AWOL Janitorial Service.

This company is well-known to the City as they have previously performed this service for us and consequently, the City Staff offers its recommendation to award the janitorial services contract to AWOL.

The City Commission is asked to approve the bid and designate AWOL as the vendor to complete this work.

Motion by Commissioner Jenkins second by Commissioner Murphy to approve the bid and award the janitorial contract to AWOL by adoption of Resolution 2022-033. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

E. CITY RESIDENTIAL SOLID WASTE REMOVAL CONTRACT

The City's contract for residential waste services with Waste Management expires at the end of June, 2022. City staff solicited bids to allow the city to continue these services for our residents and two bids were received. The City Commission is asked to consider approving the bids and awarding the services contract for trash, recycling, and yard waste pickup to the low bidder, GFL Environmental, based out of Harrison, Michigan in Clare County.

Motion by Commissioner Murphy second by Commissioner Jenkins to approve the bid and award the solid waste removal contract to GFL Environmental by adoption of Resolution 2022-034. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

F. CITY HALL STEAM BOILER REPLACEMENT

In May 2021, the heat exchanger and front panel gasket in the boiler located in City Hall failed causing CO2 to leak heavily from the unit, thus the boiler had to be shut down and removed from the building per State of Michigan and insurance

requirements. The Burnham steam boiler was built in 2000. The expected life of this type of boiler is a minimum of 25 years and the boiler was covered by insurance at replacement cost less a \$500 deductible. As such, our insurance company (MML) covered the loss and issued a check (\$39,182) to cover the replacement.

DPW Director Luke Potter made numerous attempts over months and months to obtain quotes to replace the boiler but his requests went unanswered. In October 2021, our insurer informed us that there is a cast iron shortage and companies are not willing to provide pricing. Thankfully, it was discovered that Gateway Refrigeration Heating and Cooling is certified in steam boiler installation and they are able to obtain a suitably sized steam boiler to install at City Hall. At the time of installation in 2000, the boiler was used to heat all three floors (first, second and basement) of the building. Since the radiators were removed from the second-floor several years ago during the remodel and we use a roof top, forced air unit to heat that floor area, we do not need to install as large of a steam boiler unit.

Due to the fact that after almost a year we were unable to get any installer come take a look at the boiler or even give us a quote on a replacement, I am now asking the City Commission to approve the sole source purchase and installation of a new boiler system from Gateway Refrigeration Heating & Cooling.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the sole source purchase & installation of a steam boiler system from Gateway Refrigeration Heating and Cooling by adoption of Resolution 2022-035. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

G. MDOT PERFORMANCE RESOLUTION

The City enjoys an agreement with MDOT to work within and maintain (on a reimbursable basis) the MDOT road system (U.S. BR-127 & U.S. BR-10/M-115) that courses through the City of Clare on a permit basis. MDOT requires the City to submit a performance resolution outlining the parameters and conditions of this agreement and to identify municipal individuals who are authorized to submit permits related to work within the state's trunk lines. Recently MDOT changed the current performance resolution slightly and have asked municipalities to approve the updated version. The City Commission is asked to approve said resolution.

Motion by Commissioner Bonham second by Commissioner Murphy to approve and adopt MDOT Performance Resolution 2022-036. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

8. TREASURER'S REPORT: The Treasurer provided a report to the Commission.

9. CITY MANAGER'S REPORT

Planning Commission/Master Plan. The Planning Commission met on April 13, 2022 and approved the façade update for 511 North McEwan Street (formerly Clare Electronics which will now be McEwan Street Fudge and Ice Cream Shop): held the required public hearing and approved a recommendation to the City Commission for the Fiscal Year 22/23 Capital Improvement Plan; and discussed the major projects coming up in the next fiscal year with staff and each department head.

Downtown Development Authority. The DDA discussed and approved several items at their April 14, 2022 meeting which included:

- Downtown Façade improvements
 - o 607 North McEwan – Ideal Theatre
 - o 511 North McEwan – McEwan Street Fudge & Ice Cream Shop
- Approved purchase of wireless cameras for the corners of 5th and McEwan and 4th and McEwan. These will be unmonitored and used only for investigation purposes as needed.
- Wayfinding signs were approved for purchase throughout the downtown area and will be ordered soon to be installed on either existing light poles or new posts.
- Approval of Bills for March, 2022.

MMDC Board of Directors. I currently sit on the MMDC Board of Directors as a representative of the City of Clare. Recently there was a vacancy on the Executive Board of MMDC (Treasurer) and I was asked to fill that position. I was voted into that position at the last meeting on April 12, 2022. MMDC is a phenomenal organization and I am happy to serve in any capacity I can to further the important work being done which helps Clare's Economic Development.

Special Election – Tuesday, May 3, 2022. The City of Clare will be holding a Special Election on Tuesday, May 3, 2022, for the proposed renewals of the parks & recreation millage and the streets improvements millage. These are renewals of existing millages currently in place and no new additional taxes are being requested. If registered voters are interested in receiving an Absent Voter Ballot Application by mail, please contact the City Clerk or front office election staff 989-386-7541 or by email at elections@cityofclare.org.

City Commission Nominating Petitions. Reminder that City Commissioner Nominating Petition packets are available in the Clerk's office and are due back to the City Clerk by 4:00 p.m. on Tuesday April 19, 2022.

Collective Bargaining Unit Negotiations. Negotiations have been completed with the Teamsters Hourly and Teamsters Supervisory Units and both units have ratified the Tentative Agreements. We have our first scheduled date to begin negotiations with the POAM on Tuesday, April 19th.

Fire Truck – Old Engine Sale. The original buyer that was going to purchase the old fire engine that the City Commission approved for sale ended up not purchasing it, but we were able to find another buyer that is going to purchase it now for the same price of \$65,000.

DPW Updates.

- 61 water services have been replaced as part of the Lead and Copper Replacement Program. Gerber Contracting will be in town next week to do start doing some of the restoration work.
- CMS has engaged the services of Bolle Contracting to have his concrete crew patch the areas where CMS has been doing their fiber installation.
- We are hauling the dredging excavator to Emerald Isle while we have dredging down time so we can do the needed work on the retention pond and pipe work there to handle the water better.
- Little Tobacco Drain Project will be starting up again soon and Fisher Contracting will be boring in the water main next week on the 5th St bridge. The timeline for the construction of the new bridge is looking like the 1st of May. The detour will be on 4th street as soon as it is repaved after the drain work last year. There will another crew in at the same time doing more work on the drain cleaning out from Maple to Dunlop.

10. *COMMUNICATIONS: *Approved by Consent Agenda.*
11. EXTENDED PUBLIC COMMENT: Clare County Clerk Lori Mott provided an update on activities taking place within her office.
12. COMMISSION DISCUSSION TOPICS: None.
13. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
15. CLOSED SESSION: OMA, 15.268, Section 8.1© -Teamsters Labor Agreements
Motion by Commissioner Murphy second by Commissioner Jenkins to go into closed session at 6:30 p.m. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis.
Motion Carried.

Motion by Commissioner Murphy second by Commissioner Bonham to go into open session. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan

Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

16. APPROVE CLOSED SESSION MINUTES:

Motion by Commissioner Bonham second by Commissioner Murphy approve the closed session minutes. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

17. APPROVE TEAMSTER HOURLY LABOR AGREEMENT:

Motion by Commissioner Murphy second by Commissioner Jenkins to approve the Teamsters Hourly Collective Bargaining Agreement. Roll call vote: Yeas: Commissioners Bob Bonham, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: Pat Humphrey. Absent: Nick Loomis. *Motion Carried.*

18. APPROVE TEAMSTER SUPERVISORY LABOR AGREEMENT:

Motion by Commissioner Murphy second by Commissioner Jenkins to approve the Teamsters Supervisory Collective Bargaining Agreement. Roll call vote: Yeas: Commissioners Bob Bonham, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: Pat Humphrey. Absent: Nick Loomis. *Motion Carried.*

19. ADJOURNMENT: Motion by Commissioner Bonham second by Commissioner Murphy to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.* Meeting adjourned at 7:13 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk