

City of Corunna
Regular Council Meeting
Monday, March 5, 2001

Present: Billis, Bayless, Dumond, Hornus, Mehig, Ockerman.

Absent: Runyan (excused).

Guests: Lisa Hitchcock, City Manager; Judy Horton; Gary Schooley; Al Fowler; Malcolm Sykes; Don Runyon; Al Horton; Larry LeCureux; Jackie Leone, The Argus Press; Bill Constine, The Independent; Keith & Diane Johnson; Phil Heavilin; Dick Sanderson; Gene Sanderson; Sam Burwell; Stephanie Wuttke, The Independent; and other concerned citizens.

The meeting was called to order in the City Council Chambers by Mayor Billis at 7:00 p.m.

MINUTES OF THE PREVIOUS REGULAR MEETING: Hornus moved, Dumond seconded to approve the minutes of the previous regular meeting.

Roll call vote:

Yes: Ockerman, Dumond, Hornus, Bayless, Mehig.

No: None.

Motion CARRIED

AGENDA APPROVAL: Hornus moved, Ockerman seconded to approve the agenda as presented with the deletion of Item No. 4) Consider Shiawassee County Fire Instructors Request to Use Community Center on April 7, 2001 from 7 a.m. to 4 p.m. and Item No. 6) Consider Young Children's Fun Fair Request for McCurdy Park and with the addition of Item No. 7) Consider Generic Service Time Request.

Roll call vote:

Yes: Bayless, Mehig, Ockerman, Dumond, Hornus.

No: None.

Motion CARRIED

APPROVAL OF VENDOR DISBURSEMENTS: Hornus moved, Ockerman seconded to approve the vendor disbursements as presented.

Roll call vote:

Yes: Ockerman, Bayless, Hornus, Mehig, Dumond.

No: None.

Motion CARRIED

CALL TO AUDIENCE: Keith Johnson, 211 Hastings Street, asked if he could speak about agenda item number 13 now or if he had to wait until council got to it. Mayor Billis asked Mr. Johnson if he had something to say about the issue. Mr. Johnson advised yes. Mayor Billis advised Mr. Johnson to continue. Mr. Johnson stated he was a member of the volunteer dinner committee and reported that the committee had contacted the different commissions about having a volunteer dinner. Most of the commission people

stated they did not want the city or council to pay for the dinner, but they would like to make sure that everyone who volunteered their time is given an opportunity to attend. He further stated everyone would pay for his or her own dinner, and the cost of the dinner would be around \$7.00. He also stated the committee would like the city to pay for the postage to send out the invitations and the appreciation certificates.

Gene Sanderson, 609 S. Shiawassee Street, stated two weeks ago or more he complained about the flags at city hall and at the memorial in McCurdy Park and has noticed that the light on the flag in the park is still not fixed. The people of Corunna owe the people who gave their lives for this country and the light should be fixed and the place taken care of. Ms. Hitchcock advised she thought the problem with the light in the park was taken care of. She further advised she has noticed the light shining on the flag in the park.

Sam Burwell, 314 W. Mack Street, stated council has known for a period of weeks that the city manager was leaving, and he could not understand why council was just considering doing a city manager search. He further stated he hoped council would appoint an acting city manager since the city will be left with no one to make important decisions.

Al Fowler, 706 N. Shiawassee Street, stated the cable rates in Corunna are \$2.00 more than Owosso because Owosso does not charge a franchise fee like Corunna does. He further stated the people of Corunna are paying another \$2.00 tax, which goes into the General Fund and will be spent how you people want to spend it. He also stated the city should waive the franchise fee so the people who pay property taxes can have cable television for the same rate as Owosso does. Mr. Fowler advised he has read that the ambulance service wants an increase. On his way to the meeting tonight, he saw the ambulance sitting and left running in front of BJ's restaurant with nobody in it. The people were inside enjoying dinner and the ambulance was burning up gas. He further advised during the last ten days he has seen the ambulance at the middle school picking up kids. The employees are using the ambulance as a taxi service and they do that every day. He also advised the ambulance should be used for emergency calls only. When the ambulance service asks the city for an increase, he hopes the city council will say no.

CONSIDER REQUEST FROM SHIAWASSEE SHRINE CLUB TO SELL PAPERS THE WEEKEND OF JUNE 15 – 16, 2001: Hornus moved, Dumond seconded to approve the request from the Shiawassee Shrine Club to sell papers the weekend of June 15 – 16, 2001.

Roll call vote:

Yes: Hornus, Mehig, Dumond, Bayless, Ockerman.

No: None.

Motion CARRIED

CONSIDER EXTENSION OF 10-DAY NOTICE: Councilperson Ockerman stated he has

sympathy for the woman, but he does not see where an extension would change anything at all. Sgt. Kevin Clark advised he spoke with Ms. Nicholson last night, and she did not give him any indication of how much time she needs. Councilperson Ockerman stated the city council has shown sympathy for people in the past beyond what the police officers think there should be. Council wants to give everybody as much opportunity as possible, but he could not see the government pounding on people either. He further stated he did not see where an extension would make any difference, but he wanted to show some sympathy for her. Councilperson Dumond stated he also had sympathy for Ms. Nicholson, but after looking at all of the information, he felt the city has been reasonable. The 10-day notice was written on January 20, 2001, which was six weeks ago. He further stated council had another extension request that was pulled from the agenda tonight on a notice that was issued prior to Ms. Nicholson that council could not do anything about. Councilperson Ockerman stated the reason council could not do anything about the second extension request was because a ticket has been issued. He further stated this was not the case regarding Ms. Nicholson. If a person applies for an extension within their 10-day period, the person can come to council and ask for an extension. He also council has granted a 30-day extension in the past. Councilperson Bayless stated he looked through some old minutes and on September 18, 2000, Jeff Bemus was given an extension of two council meetings, which was approximately 30 days. Councilperson Bayless further stated a precedent has been set and if there is not an immediate public health or safety hazard then he did not have a problem with giving Ms. Nicholson a 30-day extension. Ockerman moved, Hornus seconded to give Denise Nicholson a 30-day extension on her 10-day notice until April 5, 2001.

Roll call vote:

Yes: Mehigh, Bayless, Hornus, Ockerman.

No: Dumond.

Motion CARRIED

CONSIDER CROP WALK REQUEST FOR STU COUTTS PAVILION: Councilperson

Bayless advised the parks and recreation commission considered this request at their last meeting, and it was their recommendation to forward the request to council for approval. Bayless moved, Hornus seconded to approve the Crop Walk request to use the Stu Coutts Pavilion on May 6, 2001 from 1 p.m. to 4 p.m. and to waive the fee.

Roll call vote:

Yes: Dumond, Hornus, Ockerman, Mehigh, Bayless.

No: None.

Motion CARRIED

CONSIDER RELAY FOR LIFE REQUEST FOR MCCURDY PARK: Dumond moved, Hornus

seconded to approve the Relay for Life request to use McCurdy Park on May 19 – 20, 2001. Councilperson Ockerman stated he has had some lengthy discussion with Phil Heavilin concerning this. He further stated his brother was dying of cancer and nobody has more compassion towards cancer than he does, but everybody has to pay the bills. The park costs the city money, and it always comes back to citizens in the community. He also stated he has asked Mr. Heavilin if he thought a small donation of some sort would be inappropriate and was told by Mr. Heavilin that he did not think so.

Councilperson Ockerman advised he realizes this is a fundraiser, however, there are people such as Mr. Heavilin who make money. Councilperson Ockerman further advised he would like to see some type of donation for the use of the park. Mr. Heavilin stated he has had discussion about this issue with his immediate supervisor and she suggested that it might be appropriate to offer \$200 as a token. Mayor Billis asked how much the city helped last year. Mr. Heavilin advised the city allowed the cancer society to use the park, the police officers made sure the participants were safe and the department of public works put up barricades and picked up trash. He further advised the Relay for Life has not had a large draw on city resources. There was a case where some ruts occurred in the yard due to the soft ground, but the cancer society came back and filled them. He also advised the organization has tried to leave the facility in the same condition as they found it. Councilperson Ockerman asked how much money was raised last year. Mr. Heavilin advised \$70,000. Councilperson Ockerman stated even though there was not much of an added burden put on the city, the park does cost the city money. He further stated the park is always put on the back of this community. The city is glad to help but sharing the costs in some reasonable fashion does not seem that bad. He also stated he suggested to Mr. Heavilin that the cancer society pay the city \$500. Mr. Heavilin advised every dollar taken out is taken away from cancer research. Councilperson Mehig asked how much negative publicity would be generated if the city charges the American Cancer Society. Councilperson Dumond stated \$200 is a good token amount. Councilperson Bayless stated he has no objection if the cancer society want to make a donation to offset expenses or towards the new restrooms. He further stated if the cancer society is willing to give the city a financial donation, donate labor, or privately donate funds then the city could get some good publicity. He also stated he would like to see the cancer society use the park and anything they want to do beyond that is up to them.

Roll call vote:

Yes: Ockerman, Dumond, Hornus, Bayless, Mehig.

No: None.

Motion CARRIED

CONSIDER REQUEST TO RENOVATE A STORAGE ROOM IN COMMUNITY CENTER:

Councilperson Bayless stated this request was brought to the parks and recreation commission for approval. He further stated the commission had some serious concerns and made John Hoskins do some homework. He also stated the church rents the community center for their Sunday service. The church asked the commission to allow them to place some shelving in the storage room so they can store their items. Councilperson Bayless advised the church presently has to pack up and haul out their equipment. He further advised the parks and recreation commission asked for some plans of what the shelves would look like, where they would be positioned in the building and to review the plans with Mr. Crawford to make sure the department of public works had no objections. He also advised council received a letter from Mr. Crawford stating he had no problems with the plans as long as the shelves are anchored to the floor and ceiling rafters so the brick wall would not be damaged. The shelving would be permanently placed, and the church would donate the materials and labor to build the shelves. Councilperson Bayless stated the shelving would also enhance the community center. Mayor Billis asked if the city would have any liability if the church built the

shelving. Ms. Hitchcock advised the liability would be the same as any other volunteer doing work on city property. Councilperson Ockerman asked where the shelving was going. Councilperson Bayless advised in the storage room off of the stage. He further advised the building inspector would inspect the finished work. Bayless moved, Hornus seconded to approve the request to build storage shelves in the community center, which will become permanent fixtures, with donated labor and materials.

Roll call vote:

Yes: Bayless, Mehigh, Ockerman, Dumond, Hornus.

No: None.

Motion CARRIED

CONSIDER GENERIC SERVICE TIME REQUEST: Ms. Hitchcock stated this would allow her to purchase five years of generic service time through the retirement system. Hornus moved, Dumond seconded to approve the request from Lisa Hitchcock to purchase five years of generic service time in the amount of \$10,610.

Roll call vote:

Yes: Ockerman, Bayless, Hornus, Mehigh, Dumond.

No: None.

Motion CARRIED

CONSIDER REQUEST FROM CORUNNA PUBLIC SCHOOLS TO USE CITY HALL, FOUR PRIVACY BOOTHS, AND ONE BALLOT BOX FOR THE ANNUAL SCHOOL ELECTION ON JUNE 11, 2001: Hornus moved, Dumond seconded to approve the request from Corunna Public Schools to use city hall, four privacy booths, and one ballot box for the annual school election on June 11, 2001.

Roll call vote:

Yes: Hornus, Mehigh, Dumond, Bayless, Ockerman.

No: None.

Motion CARRIED

MAYORAL APPOINTMENT TO THE CORUNNA PLANNING COMMISSION, TERM TO EXPIRE DECEMBER 31, 2003: Mayor Billis stated he was not ready to make the appointment. He further stated there is an individual who has applied, but he wanted to know more about the individual beyond what was on the application.

CONSIDER APPOINTMENTS TO DAM REVIEW COMMITTEE: Bayless moved, Ockerman seconded to appoint Gene Sanderson to the Dam Review Committee as the planning commission representative.

Roll call vote:

Yes: Dumond, Hornus, Ockerman, Mehigh, Bayless.

No: None.

Motion CARRIED

Bayless moved, Hornus seconded to appoint Don Mehigh to the Dam Review Committee as the council representative.

Roll call vote:

Yes: Ockerman, Dumond, Hornus, Bayless, Mehigh.

No: None.

Motion CARRIED

Mayor Billis asked if the committee members were taken care of. Ms. Hitchcock advised no, there is still one citizen-at-large opening. She asked if council wanted to appoint someone else to the committee or only have two citizens-at-large. Mayor Billis stated the committee could operate with two citizens-at-large members and if someone becomes interested at a later date they could be appointed at that time. Councilperson Ockerman stated the committee does not have to be completely set before the committee starts to meet. Mayor Billis stated the committee members could bring the new person up to date. Councilperson Bayless stated an open committee seat would not hurt anything as long as the committee moves forward.

CONSIDER PURCHASE OF FUNDBALANCE SOFTWARE: Ockerman moved, Bayless seconded to approve the purchase of the Fundbalance software for accounts payable in the amount of \$1,845.00 and for general ledger in the amount of \$2,195.00. Mayor Billis asked Ms. Hitchcock to explain why the software upgrades were needed. Ms. Hitchcock advised the city is presently using a Dos based system and the upgrade will bring the system to a Windows operated system. She further advised the upgrades have to begin with general ledger and accounts payable since they operate together. The other upgrades can be done at a later time. She also advised starting in April, Fundbalance will stop offering support on the systems the city currently have because Dos is not the current operating system choice. Ms. Hitchcock stated the city has looked at different software but they are not comparable. Most of them do not have all of the components that tie in everything together.

Roll call vote:

Yes: Bayless, Mehigh, Ockerman, Dumond, Hornus.

No: None.

Motion CARRIED

CONSIDER PURCHASE OF PORTABLE RADIOS: Councilperson Ockerman stated the city has Nextel phones and asked if the city has portable radios too. Ms. Hitchcock advised yes, the department of public works employees use the portable radios. She further advised Mr. Crawford is planning to have the part-time employees use the old ones. Hornus moved, Dumond seconded to approve the purchase of two portable radios from Blumerich Communications in the amount of \$1,289.

Roll call vote:

Yes: Ockerman, Bayless, Hornus, Mehigh, Dumond.

No: None.

Motion CARRIED

CONSIDER INFORMATION FROM ATTORNEY GENERAL'S OFFICE REGARDING DETERMINING LAWFUL EXPENDITURES: Councilperson Ockerman asked to have someone wake up Keith Johnson. Mayor Billis advised he contacted and requested information from the attorney general's office. He further advised there is a committee

of citizens who have come together to put on a recognition dinner to recognize those who support the city. He believes that council has come to the conclusion that a city employee cannot be compensated or involved in the process since it is additional compensation. He also advised the question is whether the city can have a recognition dinner for those who either volunteer or are on different boards and commissions, but who are not necessarily employed by the city. Mayor Billis stated Mr. Johnson has stated the committee does not want to utilize the money to pay for the dinner. Mayor Billis asked council to release the money budgeted for the dinner as requested by the committee to the city manager, interim city manager or whoever the council designates. He stated if council decides they want to have a recognition dinner then council should approve the whole thing so the committee does not have to keep coming back and forth to council. Councilperson Ockerman stated he would dearly love to release the money, but he does not want to violate the law. Mayor Billis stated if council believes it is a violation of the law then it would be a different story. Councilperson Ockerman stated he was not a judge or jury. He just has an opinion. He further stated just because the money was budgeted does not mean it is lawful. Mayor Billis advised he did not believe he indicated it would be lawful if it was budgeted and if he felt that, he would not have asked for an opinion from the attorney general, Mr. Ockerman. Councilperson Ockerman stated he was not picking on Mayor Billis personally. He was just giving his opinion. Councilperson Ockerman further stated just because council as a group put the money in the budget does not necessarily mean that the city can legally spend it. Mayor Billis stated that was a given. Councilperson Ockerman stated he disagreed. He further stated he would dearly like the city to pay for the dinner, but he was bothered if the city could do it. Councilperson Ockerman asked what the feeling of the rest of the council was. Councilperson Dumond stated Mr. Johnson indicated that the committee was requesting for \$300 for postage and appreciation certificates. Councilperson Ockerman advised that Mayor Billis was asking council to pay for the whole thing. Councilperson Ockerman further advised he understood council could approve \$300, which would be perfectly legal. He also advised he would like to see council pay for everything, but he does not want to do something that would violate the law. Mayor Billis stated the committee has requested \$300. If the committee wants the dinner to be free, there is not enough time for them to come to council for every \$50 or \$100 that they might encounter in this process. He further stated there is \$2,000 appropriated for the project and asked council if they were comfortable with the committee going to the mayor to get what they need. If council wants to put some restraints of what they can do with the money that would be fine. He also stated he does not really want to make this difficult. If it obvious that spending the money is legal. Mayor Billis advised he supplied council with the attorney general's opinion and everyone can interpret the information the way they want to, but the attorney general has already done that. He further advised he did not want to push the issue, but if council was not comfortable, he would go as far as to say that "I, Jim Billis, as mayor of this community, will pay for this" in order to get this done. Dumond moved, Ockerman seconded to authorize the volunteer dinner committee to move forward with putting on a recognition banquet with the city's responsibility to be the postage and any other incidentals involved up to \$500.

Roll call vote:

Yes: Hornus, Mehig, Dumond, Bayless, Ockerman.

No: None.

Motion CARRIED

CONSIDER APPOINTMENT OF ACTING CITY MANAGER: Councilperson Ockerman advised the city charter states that council has to appoint a new city manager within 90 days. It also states that council can appoint an acting city manager, but it does not say council has to. He further advised there are department heads that people can come to. Ms. Hitchcock advised the reason the item was put on the agenda was because the charter states the city manager can spend up to \$500. It does not give department heads any authority at all, which means they will have to council to buy paper clips, pencils, etc. She further advised she did not think that was where council wanted to go. Mayor Billis stated he agreed with Ms. Hitchcock. He further stated he would like to set up a workshop to discuss agenda items 14 and 15. Councilperson Dumond stated council needs to get going on this. Councilperson Hornus agreed. Councilperson Ockerman asked council if the workshop could be scheduled for Monday, March 12. Council was in agreement. Ockerman moved, Dumond seconded to set a special meeting for Monday, March 12 at 6:30 p.m. with the agenda items being the possible appointment of an acting city manager and to discuss the search for a city manager.

Roll call vote:

Yes: Mehigh, Bayless, Dumond, Hornus, Ockerman.

No: None.

Motion CARRIED

Councilperson Ockerman stated council needs to get working on the budget. He asked if questions concerning the budget could be asked at the meeting. Councilperson Dumond stated the city needs a manager here first. Councilperson Ockerman stated okay, but the budget has to be in by April 30. He further stated he brought the issue up six weeks ago, and he did not know how much longer council could hold off. Councilperson Dumond asked if there was anybody who knew what needed to be followed up on. Councilperson Ockerman stated the city has a treasurer.

CONSIDER CITY MANAGER SEARCH: Councilperson Bayless stated there are some organizations out there that do this sort of thing, and the city should seek bids or something right now and not wait for the workshop. Ms. Hitchcock advised she contacted the Michigan Municipal League and the Mercer Group, and they were to send out information. Councilperson Bayless asked if there was anything else that could be done. Councilperson Ockerman advised the job opening could be published. Ms. Hitchcock stated that council needs to decide what exactly they are looking for before publishing anything. Councilperson Bayless stated specifications are needed.

CALL TO AUDIENCE: Keith Johnson, 211 Hastings Street, thanked the city council for the money they approved for the recognition dinner. The committee's intent is to have the people pay for their own dinner. The volunteers donate a lot of their time, and it would be hard to figure out who the employees or volunteers were.

Al Fowler, 706 N. Shiawassee Street, asked who qualifies as a volunteer. There are a lot of people who are called volunteers that are paid. He stated the ambulance service and fire department have volunteers, but they get paid. Mayor Billis stated Mr. Fowler was absolutely right and that is the problem that Mr. Johnson brought up. Mr. Fowler stated some of the people are paid all year long and these same people think they should be invited for free. He further stated a person who is paid is not a volunteer. If these people want to go to the dinner, they should pay their own way. Ms. Hitchcock stated then those people should not volunteer anymore. Mr. Fowler stated those people should quit volunteering if that is the way they feel. Ms. Hitchcock stated Mr. Fowler would not believe how many volunteers the city will lose. Mayor Billis stated the people who call themselves volunteers still have to be recognized, but they are still employees. He further stated it actually pays for him to campaign to be a councilperson. After he reaches \$1,000, which is what he is paid to be the mayor, he considers himself a volunteer and not an employee because he volunteers his time. He also stated everyone who volunteers should be recognized including the employees who do a good job. Mr. Fowler stated he agreed, but they should not be called volunteers because they get paid. He further stated council approved the request from Ms. Hitchcock to buy service time and it will not affect the city right now, but when she turns 50 and starts to collect her full pension, it will cost the city a lot of money. Councilperson Dumond stated if the request was not approved it would cost the city the same dollar amount ten years down the road. Mr. Fowler stated it would cost the city a lot more than \$10,000 when she retires.

Sam Burwell, 314 W. Mack Street, stated he has many friends who are volunteer firemen. The small amount of money they receive for risking their lives does not even cover the cost of their turn out gear or other special equipment they need. He further stated most of the men and women he knows, who are volunteer firefighters, do not do it for the money. He also stated the volunteer firefighters put their lives on the line every time the siren goes off. When the siren goes off at 3 a.m., they do not know if they have to rush into a burning house to save a child and that in his opinion is a volunteer. Councilperson Dumond stated no one knows what that is like until the firefighters have to come to your house. Mr. Burwell stated he was encouraged to see that council was looking at hiring a special firm to search for a city manager. Councilperson Ockerman stated the city can not search for someone until someone is gone. Mr. Burwell stated that was not true at all. Councilperson Ockerman stated it was true. Mr. Burwell stated he was in the same position as the city is right now. He is a board member of his church, and they are in the process of searching for a new minister. He further stated the city cannot be left in the lurch without a city manager.

Gary Schooley, 301 Ferry Street, stated he was disappointed that council was dragging its feet once again. Council knew Ms. Hitchcock was leaving a long time ago so be careful what you wish for because you might get it. He further stated since the city has dragged its feet, the city has nobody in charge and now has to wait another week. Councilperson Ockerman stated this is not like a business where you can just do what needs to be done. Council has to wait. Mr. Schooley asked if his eyes were deceiving him because he thought there was a meeting going on. Councilperson Ockerman stated maybe what Mr. Schooley wanted to do needs to be done a little more privately. Mr. Schooley asked

Councilperson Ockerman if a search for the city manager should be done in private. Councilperson Ockerman stated it is not fair to the individual, who is leaving, to have to sit and listen to discussion on what council wants and what the criteria will be. Mr. Burwell stated Ms. Hitchcock does not care because she has a different job. Mr. Schooley stated if council is going to bad mouth Ms. Hitchcock, they should do it while she is still here. Mr. Burwell stated council does not need to bad mouth Ms. Hitchcock to start a search. Councilperson Ockerman advised he never said anything about bad mouthing anyone. Mr. Burwell stated it probably would not bother Ms. Hitchcock at all because she has a better job somewhere else.

Don Runyon, 563 Cary Street, stated he came to the meeting to find out who was going to be on the dam committee but nothing happened. Councilperson Ockerman stated something did happen with the committee and asked where Mr. Runyon was. Mr. Runyon asked who was on the dam committee. Councilperson Bayless advised two citizens-at-large were approved at the last meeting and council approved someone from the planning commission and city council at this meeting. He further advised there is one citizen-at-large opening, which can be filled at a future time. Mr. Runyon asked who was appointed to the dam committee. Councilperson Bayless advised Gene Sanderson was appointed as the planning commission representative and Don Mehig was appointed as the council representative. Councilperson Bayless further advised Sam Burwell and Mike Sarrazin were appointed at the last meeting. Councilperson Bayless also advised the police chief and superintendent of public works were also appointed to the committee.

CLOSED SESSION – UNION NEGOTIATIONS: Hornus moved, Bayless seconded to leave the regular session and go into closed session for union negotiations.

Roll call vote:

Yes: Dumond, Hornus, Ockerman, Mehig, Bayless.

No: None.

Motion CARRIED Time was 8:30 p.m.

Dumond moved, Hornus seconded to leave the closed session and return to regular session.

Roll call vote:

Yes: Ockerman, Dumond, Hornus, Bayless, Mehig.

No: None.

Motion CARRIED Time was 9:14 p.m.

Dumond moved, Hornus seconded to approve the police union contract dated March 2, 2001 as presented.

Roll call vote:

Yes: Bayless, Mehig, Ockerman, Dumond, Hornus.

No: None.

Motion CARRIED

ADJOURN: Hornus moved to adjourn.

Roll call vote:

Yes: Ockerman, Bayless, Hornus, Mehig, Dumond.

No: None.

Motion CARRIED Time was 9:38 p.m.

DR. JAMES BILLIS, MAYOR

YVONNE F. LONG, CITY CLERK