

**MINUTES
CITY COUNCIL MEETING
CITY OF ST. CLAIR SHORES
27600 JEFFERSON CIRCLE DRIVE
ST. CLAIR SHORES, MI 48081**

Monday, January 5, 2009

PRESENT:

Mayor
Council Members

Robert A. Hison
Matthew S. Ahearn
Ronald J. Frederick
Beverly McFadyen
Mark J. Moffitt
David J. Rubello
Kip C. Walby

ALSO PRESENT:

City Manager
City Clerk
Community Services Director
City Planner
Communications Director
City Attorney
Recording Secretary

Kenneth R. Podolski
Mary A. Kotowski
Chris Rayes
Liz Koto
Mary Jane D'Herde
Robert D. Ihrie
Raluca Munteanu

1. CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Mayor Hison called the meeting to order at 7:00 p.m. Ms. Kotowski, City Clerk, called the roll with a quorum present. The Pledge of Allegiance was recited by those in attendance.

Mayor Hison announced that Stephen Okray, son of Mary Beth and Harry Okray, of St. Clair Shores, and a fellow soldier recently passed away in Iraq. Stephen graduated from South Lake High School and joined the army in 2005. He served two years in Korea and was then deployed to Iraq. Governor Granholm ordered flags at half mast on January 5th and 6th for the two soldiers. Mayor Hison asked for a moment of silence for Stephen Okray and his colleague, Christopher Smith.

2. PRESENTATIONS – NEIGHBORHOOD STABILIZATION PROGRAM

Ms. Koto, City Planner, presented the brand new Neighborhood Stabilization Program. The program is part of the Housing and Economic Recovery Act and it awarded \$3.94 billion to states and local governments. The NSP is a grant that is similar to the Community Development Block Grant. However, it has its differences. It is a one time grant with the intent to stabilize neighborhoods, not to prevent foreclosures. The program's target is homes that are already foreclosed or abandoned.

The \$3.94 billion is divided among seven states. Out of the total, \$98 million goes to MSHDA and \$165 million is divided among 22 communities. If a community has been scheduled to receive more than \$2 million, they will receive the money directly from HUD. If a community's allocation is less than \$2 million, the money has to be recovered from MSHDA. City of St. Clair Shores has been allocated up to \$1.7 million. The City has to submit a grant application to the state following HUD and MSHDA grant guidelines.

The funds can only be used in qualifying areas. Areas of most need are the ones with greatest percentage of foreclosed homes, greatest percentage of homes with sub-prime mortgages, and areas that are likely to face an increase in foreclosures. On the City map provided, the green areas do not qualify for the grant because the majority of the homes in these areas have a higher income. 25% of the grant money can be used in areas where families earn up to 50% of the median income. The remaining 75% can be used for families that earn up to 120% of the median income.

As of December 19, 2008, there are 1070 sheriff deeds in St. Clair Shores. Out of the total, 796 homes are past the redemption period and 274 are in redemption. Sheriff deeds are foreclosures. HUD has a very specific

PRESENTATIONS – NEIGHBORHOOD STABILIZATION PROGRAM cont'd.

definition of foreclosed property. A property "has been foreclosed upon" at the point that, under state or local law, the mortgage or tax foreclosure is complete. A foreclosure is complete when the title has been transferred in accordance with state or local law. During the sheriff deed sale, the title is transferred. In addition, HUD's definition of an abandoned home is when mortgage or tax foreclosure proceedings have been initiated for that property, no mortgage or tax payments have been made by the property owner for at least 90 days, and the property has been vacant for at least 90 days.

There are five eligible uses of the grant specified by the Federal Act. First use is to establish financing mechanisms to help people purchase and redevelop foreclosed upon residential property. MSHDA will provide down payment and closing cost assistance. The City does not get involved in this.

Second use is to purchase and rehabilitate homes to sell, rent, or redevelop. The guidelines are: the property must be foreclosed or abandoned, 25% of the grant must assist people at or below 50% median income, eight hours of housing counseling is required, homes must be purchased at least 15% below market rate, no one can profit from the sale, and all homes must be brought up to code with no emergency cases.

Third, land banks can be established for homes that have been foreclosed; however, only the County can establish a land bank.

Forth use is to demolish blighted structures. A structure is blighted when it exhibits objectively determinable signs of deterioration sufficient to constitute a threat to human health, safety, and public welfare. The structure can be residential, commercial, or industrial. However, only foreclosed blighted structures can be purchased with the grant money. The structure does not have to be owned by the City to be demolished. In addition, any structure demolished using NSP money must assist qualifying individuals.

Fifth, the grant can be used to redevelop demolished or vacant properties.

Ms. Koto added that the funds must be focused on one block group. It can not be used for scattered sites around the City. The price of demolishing, rehabilitation or new construction equates to about 15 houses.

Ms. Koto stated that it is not recommended to mix NSP with CDBG or the \$1.00 Home Program as the strictest program will then apply to everything. The funds will not be eligible to maintain property that was purchased with NSP funds. Also, the grant can not be used to purchase property to hold it, and the money can not be used for demolition of non blighted structures.

As for the time frame, MSHDA has 18 months to use the grant. They are giving the City 12 months to spend the money. After St. Clair Shores spends the \$1.7 million, the City can apply for more money. Additional funds can be acquired if other communities do not use all of their funds.

Mayor Hison asked what the process is for communities that receive more than \$2 million and what is the City's time frame in regards to the application. Ms. Koto replied that they still have to apply for the grant, but they will receive the money directly from HUD. The application is due on January 23, 2009. Plans have to be reviewed and have everything ready to go by the end of February, beginning of March. The City Planner will be the administrator of the program.

Mrs. McFadyen asked if this program can help a senior who is in foreclosure. Ms. Koto clarified that the program will not prevent foreclosure. The money can only be used for properties that have already been foreclosed.

The NSP program requires the City to provide eight hours of housing counseling to anyone who would buy one of the foreclosed homes that the City acquires from the bank. The housing counseling would be done by a non-profit agency that the City would contract with to provide the service.

Mr. Frederick asked how the program can help streets or recreation facilities in the City. Ms. Koto stated that if a street in the City is deteriorated and has high foreclosures, some of the grant money can be used to fix the street. If a recreation facility is in the qualifying area, the funds can be used to restore the facility as well. Mr. Frederick asked if a decision has been made as to what area the grant will focus on. Ms. Koto replied that no decision has been made yet.

PRESENTATIONS – NEIGHBORHOOD STABILIZATION PROGRAM cont'd.

Mayor Hison asked Ms. Koto what is the process of receiving the grant and choosing the target area. The City has to show intent of a choice area first, and then the funds are granted. However, MSHDA understands that the foreclosure situation moves fast and they will accept changes to the initial decision.

Mr. Rubello questioned how the target area is determined. Ms. Koto replied that the sheriff sales map and other foreclosure maps will be used. In addition, homes for sale will be taken into consideration. Currently, St. Clair Shores has about 1,200 homes for sale.

Mrs. McFadyen asked when the Neighborhood Stabilization Program was presented to the City. Ms. Koto replied that the program was presented on December 18th, 2008 and the application will be about 50 to 75 pages.

Mr. Ihrle inquired about incentives to builders since one of the requirements is no profit from this program. Ms. Koto stated that HUD did not take into consideration that there has to be some exchange of money in order to get these homes rehabilitated or constructed. HUD has not answered this question yet.

Mayor Hison questioned what will happen to the money received from a sale. Ms. Koto replied that there is no set process yet. She believes that HUD wants to see how much money will come in from sales. They will either let the money roll to help additional areas, or take the money back and let all communities reapply for it. She added that 10% of the grant, \$170,000, will apply towards administrative costs.

Mr. Frederick asked if the City can work with the County to apply for land banks. Ms. Koto stated that the County has received money and can apply for land banks. St. Clair Shores can work with the County on applying for land banks.

Mayor Hison stated that no motion is necessary for this item; it is an informational presentation.

3. REQUEST FOR APPROVAL OF REVISED SOIL EROSION AND SEDIMENTATION CONTROL ORDINANCE AND RESOLUTION REGARD FEE SCHEDULES

Mr. Rayes, Community Services Director, presented the proposal to revise the Soil Erosion and Sedimentation Control Ordinance. On June 27, 2008, the Department of Environmental Quality (DEQ) and the Water Bureau (WB) sent the City of St. Clair Shores correspondence requiring mandatory revisions to the City's Soil Erosion and Sedimentation Control Ordinance. The revisions have been made, submitted and approved by the DEQ and the City Attorney's office. These changes now bring the City into compliance to administer Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act (1994 PA 451, as amended). The ordinance describes a \$135 application fee, a \$200 bond, and a civil infraction fee which can not exceed \$500.

Mr. Rubello asked how this proposal will affect the problems at the Veteran's Memorial Park. Mr. Rayes replied that it has nothing to do with this item.

Motion by Ahearn, seconded by McFadyen to approve a request for approval of revised Soil Erosion and Sedimentation Control Ordinance and adoption of a resolution in compliance with ordinance sections 22.054 Fees to remain the current fee of \$135.00; 22.055 Bond to remain as \$200.00; and 22.056 Violation of administrative rules/ordinance that the fine not exceed \$500.00 or as modified by this resolution adoption by City Council and the Amendments to the ordinance are as follows:

The City of St. Clair Shores ordains that the Soil Erosion and Sedimentation Control Ordinance 22.050 Sections of its Code of Ordinances, which read as follows:

22.050 SOIL EROSION AND SEDIMENTATION CONTROL Ord. Effective: July 18, 2002 and amended January 13, 2009.

22.051 Purpose.

Sec. 1. The purpose of this ordinance is to ensure the compliance with the state statutes governing soil erosion and sedimentation control. (ord. eff. July 18, 2002)

22.052 Adoption of administrative rules.

Sec. 2. The City of St. Clair Shores shall be the municipal enforcing agency responsible for the administration and enforcement of Part 91, Soil Erosion and Sedimentation Control, of the Natural

REVISED SOIL EROSION AND SEDIMENTATION CONTROL ORDINANCE cont'd.

Resources and Environmental Protection Act, Public Act 451 of 1994, as amended, within the city limits. The Administrative Rules promulgated under the authority of Part 91 are hereby incorporated and adopted by reference. (ord. eff. July 18, 2002)

Shall be amended to read as follows:

Sec. 2. The City of St. Clair Shores **Department of Community Development** shall be the municipal enforcing agency responsible for the administration and enforcement of Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, as amended, within the city limits. The Administrative Rules promulgated under the authority of Part 91 are hereby incorporated and adopted by reference. *(amended January 13, 2009)*

22.053 Local enforcement officer; scope of authority.

Sec. 3. The Director of the Department of Community Development of the City of St. Clair Shores and his/her designee shall enforce the above-adopted Administrative Rules and the provisions of this ordinance and shall issue municipal civil infraction citations for violations thereof. (ord. eff. July 18, 2002)

Shall be amended to read as follows:

Sec. 3. The **Building Official of the City of St. Clair Shores and his or her designee may require such additional reasonable soil erosion and sedimentation control measures necessary to protect the public health or safety and** shall enforce the above-adopted Administrative Rules and the provisions of this ordinance and shall issue municipal civil infraction citations for violations thereof. *(amended January 13, 2009)*

22.054 Fees.

Sec. 4. The City Council of the City of St. Clair Shores shall establish a fee schedule by resolution for the reviews, permits, inspections, and other activities required to be undertaken in accordance with the above-adopted Administrative Rules. The fee schedule may be amended from time to time by simple resolution of City Council and shall be kept for public review in the City Clerk's office and in the Department of Community Development. (ord. eff. July 18, 2002)

22.055 Bond.

Sec. 5. In addition to payment of any fees required, a bond in the amount of \$200.00 shall also be submitted to the City of St. Clair Shores to ensure faithful compliance with the above-adopted Administrative Rules and the provisions of this ordinance. The City of St. Clair Shores shall have the authority to apply the bond funds toward all administrative costs and fees incurred by the City in its undertaking of any corrective action required pursuant to the Administrative Rules. A bond shall be returned only upon satisfactory completion, inspection, and compliance with the Administrative Rules. (ord. eff. July 18, 2002)

Shall be amended to read as follows:

Sec. 5. In addition to payment of any fees required, a bond in the amount of \$200.00 shall also be submitted to the City of St. Clair Shores to ensure faithful compliance with the above-adopted Administrative Rules and the provisions of this ordinance. The City of St. Clair Shores shall have the authority to apply the bond funds toward all administrative costs and fees incurred by the City in its undertaking of any corrective action required pursuant to **Part 91 or** the Administrative Rules. A bond shall be returned only upon satisfactory completion, inspection, and compliance with the Administrative Rules. *(amended January 13, 2009)*

22.056 Violation of administrative rules/ordinance.

Sec. 6. A violation of any of the above-adopted Administrative Rules and/or any provision of this ordinance shall constitute a municipal infraction punishable by imposition of a fine as established by resolution of the St. Clair Shores City Council. Failure to remit any such fine in a timely manner shall result in an imposition of a late fee in an amount also established by resolution of the City Council. The distribution and allocation of collected fines shall be determined by resolution of City Council. (ord. eff. July 18, 2002)

Shall be amended to read as follows:

22.056 Violation of administrative rules/ordinance.

REVISED SOIL EROSION AND SEDIMENTATION CONTROL ORDINANCE cont'd.

Sec. 6. A violation of any of the above-adopted Administrative Rules and/or any provision of this ordinance shall constitute a municipal *civil* infraction punishable by imposition of a fine as established by resolution of the St. Clair Shores City Council. Failure to remit any such fine in a timely manner shall result in an imposition of a late fee in an amount also established by resolution of the City Council. The distribution and allocation of collected fines shall be determined by resolution of City Council. (*amended January 13, 2009*)

22.057 Severability clause.

Sec. 7. Should any section, clause or provision of the Administrative Rules and/or of this ordinance be declared by a court to be invalid, then such invalidity shall not affect the validity of the remaining portions of the Administrative Rules or ordinance. (ord. eff. July 18, 2002)

Any ordinance or parts of any ordinance in conflict with any provisions of this ordinance are hereby repealed.

This ordinance shall become effective upon publication by the City Clerk.

This ordinance shall be published by posting the same in three (3) public places within the City of St. Clair Shores and the Clerk is hereby ordered to post the same upon the bulletin board in the Police Station, 27665 Jefferson Avenue; the Fire Hall, 26700 Harper Avenue and the City Hall, 27600 Jefferson Avenue.

STATE OF MICHIGAN)
) ss
COUNTY OF MACOMB)

We hereby certify that the foregoing ordinance is a true copy of an ordinance as enacted by the St. Clair Shores City Council on the 5th day of January 2009, and that the necessary Charter provisions have been observed.

ROBERT A. HISON, MAYOR

MARY A. KOTOWSKI, CITY CLERK

I, Mary A. Kotowski, City Clerk of the City of St. Clair Shores, hereby certify that the foregoing ordinance was published by posting true copies of the same in each of the following places: Police Station, 27665 Jefferson Avenue, Fire Hall, 26700 Harper Avenue, and City Hall, 27600 Jefferson Circle Drive on the 13th day of January 2009.

MARY A. KOTOWSKI, CITY CLERK

(ord. amendment eff. *January 13, 2009*)

Ayes: All (7)

4. REQUEST TO AWARD BID FOR THE EMERGENCY MEDICAL VEHICLE (BIDS OPENED 12/16/08)

Mr. Kovalcik, Fire Chief, presented the request to approve the purchase of a 2009 Chevy Ambulance. The Emergency Vehicle is budgeted, part of the necessary capital equipment in the budget and has been approved by Council at the budget hearings.

The City received three bids for the Emergency Vehicle. Horton's bid was the only bid that met the City's specifications. In bid verification, it was found that in their bid they had charged for the Granning Air Suspension system costing \$5,445, while the Monroe System was part of the chassis cost. Therefore, staff found this additional system not necessary; this would decrease their total bid amount from 161,626 – 5,445 = \$156,181 for their total bid. The bid change was confirmed with the City Attorney for compliance with the City's purchasing ordinance.

Mr. Rubello asked if the purchase can be delayed. Mr. Kovalcik replied that not at this time. The current ambulance that is mounted on a Ford chassis (A – 2) is not a reliable ambulance due to mechanical problems.

CONSENT AGENDA cont'd.

- g. **Approve the Mayor renaming of the AD HOC Shores Property Enhancement Committee to Mayor's Advisory Panel (MAP) AD HOC Committee and appointments of MAP 5 members to staggered three-year terms after this first appointment as follows:**

**Tony Bellestri and George Miller, to terms ending 9/30/10
Virgil Prater and Diana Rascano, to terms ending 9/30/11
Stan Simek, Jr., to term ending 9/30/12
Matt Ahearn Council Liaison, Sandy Wolny Staff Liaison and Robert Hison.**

Ayes: All (7)

6. UPDATES AND FOLLOW-UPS FROM COUNCIL MEETING

- **PCB's** – Mr. Podolski announced that because of the Holidays and the weather, they have not been doing a lot of cleaning; one third of the drain has been cleaned and they will start again next week. An update will be posted on the website to inform the residents in the next week.
- **House Bill 5047** – no update.
- **Poles at 9 Mile & Harper, 12 Mile & Harper** – Mayor Hison stated that the County installed these polls in their road right-of-ways to improve traffic control throughout the County. Mr. Podolski met with the County and informed the audience that they are installing cameras to read the traffic and improve traffic flow. Their goal is to keep traffic moving. Residents are also concerned about the height of the poles. The poles are high because they have to transmit signals to the County. They used Federal money to build these poles.

Mr. Rubello asked if the poles are spy cameras. Mayor Hison replied that their only use is to control traffic.

- **Epoke System** – Mr. Podolski stated that it will be delivered to DPW tomorrow and training will start as soon as possible. The system will reduce the amount of salt that has to be spread on the roads and will be used for the upcoming snow storm.
- **Harper Avenue** – Mr. Podolski has a contract provided by Macomb County in which they offer up to 500 tons of salt to provide to St. Clair Shores, for the City taking over the winter snow and salt maintenance of this County road.

7. COMMENTS BY INDIVIDUAL COUNCILPERSONS

Council Member McFadyen questioned the status of the two old houses that have been demolished, the Gourmet House, and the property at 11 Mile and Harper. Mr. Rayes replied that new construction will start soon where the houses have been taken down. He is meeting with the Gourmet House owner's representative at the end of January to discuss their outcome. For the 11 Mile and Harper property, Mr. Rayes is still waiting on their conclusion. The bank owns the property and wants to build on it.

Council Member Moffitt passed.

Council Member Ahearn asked for an updated list of extensions that have been given to site plans and special land use approvals to complete projects. He also asked Mr. Podolski if the City can allow business owners to purchase park passes.

Council Member Walby is looking forward to seeing the Epoke System in action. He is concerned that Little Mack Ave. is getting worse and it's only January. Mr. Rayes stated that they continually condition Little Mack Ave., but it deteriorates because of the ARS issue, and they are reviewing TIP funds to expand the joint repairs and fix this road.

Mr. Walby requested more information about snow shoveling violations. Mr. Podolski stated that the City waits between 36 to 48 hours for people to shovel their sidewalks. For residents who do not shovel the sidewalks, a contractor is sent out. They take pictures, shovel the snow and the residents get billed for the service. The service charge depends on the size of the property. Mr. Walby asked Mr. Ihrie if the City has the authority to do this to the residents. He replied that if residents do not obey the ordinance, the City can take enforcement action.

COMMENTS BY INDIVIDUAL COUNCILPERSONS cont'd.

Mayor Hison added that after the big storm, the number of un-shoveled sidewalks dropped tremendously. People got the message and are taking care of the sidewalks.

Mr. Walby asked Mr. Ihrle for an update on the foreclosure signs. Mr. Ihrle replied that the signs can spell out foreclosure and the size should comply with the real estate sale signs ordinance.

Mr. Walby inquired if the closed session item should be under a closed session. He believes that it violates the Open Meeting Act. Mr. Ihrle replied that the Open Meeting Act allows for pending litigation settlement discussions to be held in closed session. He, therefore, believes it qualifies and will be better handled in closed session.

Council Member Frederick sent his condolences to Stephen Okray's family. Mr. Frederick reminded residents that if their Dog Park passes have expired, to contact the Parks and Recreation Department and renew their passes. In addition, this is the best time to renew boat wells through the Parks and Recreation Department. Mr. Frederick announced upcoming events. He added that a New Bulletin Board System will be televised on the local government channels 18, 5, 22, and 10.

Council Member Rubello announced that the Neighborhood Watch Program is in full swing and is very successful. The Waterfront Advisory Committee thanked Lake Shore High School students for their help in the storm stenciling program. Mr. Rubello announced upcoming community events. Mr. Rubello expressed residents' complaints about the safety and crumbling of the bridges over the expressway. Mr. Podolski replied that MDOT takes care of the overpasses and the City can forward the residents' complaints.

Mr. Rubello presented information he requested from Ms. Koto. The number one ordinance complaint is brick ordinance, number two are the concrete walls for businesses, and thirdly public hearing for business approval.

Mayor Hison thanked all residents for removing their cars during the snow emergency. He complimented the City's crew, which covered 200 miles of street in a day and a half. He announced that cars that are left on the streets will be ticketed.

Mayor Hison stated that the Lakeview School District has moved their annual school boards elections to November with the other school districts. Ms. Kotowski responded that they will save approximately \$16,000 annually.

8. CITY MANAGER'S REPORT – NONE

9. AUDIENCE PARTICIPATION

Kathy Joerin, 22815 Millenbach, thanked everybody who participated at the Memorial Vigil in December. The event had a great turnout with more than 100 people present.

Duane Michno, 20913 Ardmore Park, a Goodfellow volunteer, recommended people to volunteer and spread positive attitude in the community.

Chris Vitale, 27903 Larchmont, took pictures of contractors shoveling snow 30 hours after snow stopped falling. He suggests having a more precise ordinance with specific time frame and amount of snow accumulation.

Mayor Hison replied that the Post Office informed the City that they will stop delivering mail because the sidewalks were not shoveled. The City gives reasonable time for residents to clear the sidewalks. The goal is to provide safety in the community.

Jamie Victory, 32069 Williamsburg, stated that the side streets were awful during the last snow storm. Mayor Hison responded that City staff had all 200+ streets plowed in a day and a half.

10. REQUEST TO ENTER CLOSED SESSION AS PERMITTED BY STATE STATUTE MCLA 15.268 SECTION 8(e) TAX TRIBUNAL CASES STATUS

**Motion by Ahearn, seconded by McFadyen to enter Closed Session at 8:55 p.m., as permitted by state statute MCLA 15.268, section 8(e) tax tribunal cases status.
REQUEST TO ENTER CLOSED SESSION cont'd.**

Mr. Ihrie stated that the City assigned legal counsel for this litigation case. His understanding is that tonight's closed session is to meet with the attorney and the petitioners to discuss the case. If only a presentation was to be given, it could be presented in an open session. The petitioners were contacted and they did not want this hearing to be public. In addition, the item is not just a presentation, it is a form of settlement to the case and it is important to have it under closed session.

A roll call vote was taken.

Ayes: Ahearn, McFadyen, Frederick, Hison

Nays: Moffitt, Rubello, Walby

Motion failed, required 2/3 vote.

Mr. Hison stated that five votes are needed to hear from the petitioners. The Council can still hear from the staff attorney on the status of the case.

Motion by Ahearn, seconded by McFadyen to enter Closed Session at 9:02 p.m., as permitted by state statute MCLA 15.268, section 8(e) tax tribunal cases status, to meet with City Attorneys.

A roll call vote was taken.

Ayes: Ahearn, McFadyen, Frederick, Rubello, Hison

Nays: Moffitt, Walby

Motion by Frederick, seconded by McFadyen to return to Open Session at 10:11 p.m.

Ayes: All (7)

Motion by Frederick, seconded by McFadyen to enter Closed Session at 10:14 p.m., as permitted by state statute MCLA 15.268, section 8(e) tax tribunal cases status, and meet with parties to this litigation.

A roll call vote was taken.

Ayes: Frederick, McFadyen, Ahearn, Rubello, Hison

Nays: Moffitt, Walby

Motion by Moffitt, seconded by Fredrick to return to Open Session at 11:16 p.m.

Ayes: All (7)

11. ADJOURNMENT

Motion by Frederick, seconded by Moffitt to adjourn the meeting at 11:16 p.m.

Ayes: All (7)

(THE PRECEDING MINUTES ARE A SYNOPSIS OF A CITY COUNCIL MEETING AND DO NOT REPRESENT A VERBATIM RECORD.)

ROBERT A HISON, MAYOR

MARY A. KOTOWSKI, CITY CLERK