

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, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Gus Murphy. Absent: None. Also, present: Jeremy Howard, City Manager; Vicki Corlew, City Treasurer; Laurie Jackson, Assistant Deputy Clerk; Tom Francisco, Police Sergeant; John Lake, Police Captain; Dan Jenkins, Police Reserves; John Pedjac, Police Reserves; Daylen Garver, Police Officer; and Gabe Ambrozaitis, Airport Manager.

2. **CONSENT AGENDA:**

Moved by Commissioner Jenkins second by Commissioner Bonham to approve the items listed with an asterisk (*), (Minutes, Agenda, Department Reports, Communications, Approval of Bills, Professional Development, Board and Committee Appointments, and First Reading of Ordinance 2025-001) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Carolyn (Gus) Murphy, Maegan Jenkins, and Pat Humphrey. Nays: None. Absent: None. *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. PRESENTATION OF LIFE SAVING PINS

On March 28, 2025, a medical emergency occurred inside Witbeck Family Foods in the City of Clare and was responded to by several individuals including private citizens, Clare Police Department, and Mobile Medical Response. Without the intervention and quick response of Albert Nowak Jr., Aaron Reinherd, Thomas Francisco, John Pedjac, Greg Shull, and Maegan Jenkins, it is quite likely that the outcome of this incident would have been very different and the gentleman who suffered a heart attack may not have survived. The City Commission is asked to formally recognize the life-saving actions of these individuals by presentation of Life Saving Pins to each of them.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the presentation of Life Saving Pins. Roll call vote: Yeas: Commissioners Carolyn (Gus) Murphy, Kim Bussell, Bob Bonham, and Pat Humphrey. Nays: None. Abstain: Maegan Jenkins (as one of the recipients of the award). Absent: None. *Motion Carried.*

B. EMPLOYEE RECOGNITION – RESERVE OFFICER JOHN PEDJAC

Reserve Officer John Pedjac has faithfully, honorably, and courageously served the residents of the City of Clare and the greater Clare area community since April 2, 1990, as a member of the Clare Police Department Reserve Division. The City Commission is asked to consider formally recognizing Reserve Officer John Pedjac for this distinguished achievement with Resolution 2025-033.

Motion by Commissioner Bonham second by Commissioner Bussell to recognize John Pedjac's 35 years of service by the adoption of Resolution 2025-033. Roll call vote: Yeas: Commissioners Maegan Jenkins, Bob Bonham, Kim Bussell, Carolyn (Gus) Murphy, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

Mayor Humphrey presented a plaque to Reserve Officer Pedjac.

C. *BOARD & COMMITTEE REAPPOINTMENT-PLANNING COMMISSION (STACY PECHACEK)

Approved by Consent Agenda.

D. FIRST READING OF PROPOSED ORDINANCE 2025-001 (DESIGNATION-FLOODPLAIN MANAGER)

On March 19, 2025, select members of the city staff and the Clare County Community Development Building Inspector met with staff from the Michigan Department of

Environment, Great Lakes, and Energy (EGLE), Water Resources Division, for a review of city processes and procedures for commercial and residential development under Federal Emergency Management Agency (FEMA) guidelines.

Following that meeting, EGLE recommended the city update its 2010 Intergovernmental Agreement with Clare County Community Development, which provides building inspections and permitting services, to reflect that the Clare County Building Inspector is designated as the city's Floodplain Manager. The City Commission approved amendment to this agreement at its April 21, 2025 meeting.

In addition to updating the Intergovernmental agreement with Clare County, EGLE made a recommendation to update the city's Codes of Ordinance to designate the Clare County Building Inspector as the city's floodplain manager, to accurately reflect the individual who is responsible for the city's floodplain management.

All ordinance code changes or amendments require the approval of the Clare City Commission, and all ordinances require two readings and approval of the Clare City Commission subsequent to a public hearing. The required public notice announcing the public hearing has been accomplished. Subsequent to the conduct of the hearing, the Commission has the option of allowing a First Reading of the proposed Ordinance or denying the conduct of a First Reading, thereby rejecting the proposed new ordinance.

The City Commission is asked to conduct the required public hearing and approve or deny a First Reading of the proposed ordinance.

Motion by Commissioner Jenkins second by Commissioner Murphy to approve the first reading of proposed ordinance 2025-001. Roll call vote: Yeas: Commissioners Kim Bussell, Caroly (Gus) Murphy, Bob Bonham, Maegan Jenkins, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

Motion by Commissioner Bonham second by Commissioner Jenkins to open the public hearing for Proposed Ordinance 2025-001. Roll call vote: Yeas: Commissioners Kim Bussell, Caroly (Gus) Murphy, Bob Bonham, Maegan Jenkins, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Bonham second by Commissioner Jenkins to close the public hearing for Proposed Ordinance 2025-001. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Carolyn (Gus) Murphy, Maegan Jenkins, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

E. USDA GRANT APPLICATION-POLICE VEHICLE AND EQUIPMENT-DODGE CHARGER

The City has worked with the USDA to obtain grant funds for public safety for many years. The City recently submitted a preliminary request to be considered for a grant to defray a portion of the cost to purchase a new police vehicle. The City has published the required notice of its intent to formally apply for the grant to purchase the said vehicle. The City Commission is asked to hold the requisite public hearing and subsequently approve the submission of the grant application and acceptance of the funds if awarded. The City Commission is also asked to authorize the City Manager to sign all necessary related documents for the grant and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds. If the grant application is approved, USDA will offer to fund \$28,900, approximately 55% of the total cost of approximately \$52,651.16 for the new police vehicle. The City Commission is asked to approve the submittal of the grant application to USDA and approve the acceptance of funds if awarded, authorize the City Manager to sign all necessary related documents for the grant application and acceptance, and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds by adoption of Resolution 2025-035.

Motion by Commissioner Bonham second by Commissioner Murphy to open the public hearing to approve the submittal of USDA Grant Application and Accept Funds if awarded for a new police vehicle. Roll call vote: Yeas: Commissioners Meagen Jenkins, Carolyn (Gus) Murphy, Kim Bussell, Bob Bonham, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Bonham second by Commissioner Jenkins to close the public hearing approve the submittal of USDA Grant Application and Accept Funds if awarded for a new police vehicle. Roll call vote: Yeas: Commissioners Kim Bussell, Carolyn (Gus) Murphy, Maegan Jenkins, Bob Bonham, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

Motion by Commissioner Bussell second by Commissioner Jenkins to approve the submittal of USDA Grant Application and Accept Funds if awarded for a new police vehicle. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Meagan Jenkins Carolyn (Gus) Murphy, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

F. CLARE COUNTY EQUALIZATION SERVICES CONTRACT

The City received a proposed contract for the renewal of equalization services from the Clare County Equalization Department. This is annual contract that expires each year on June 30th. Option 2 of the contract will allow the city to utilize Clare County's Fetch GIS to view detailed information for use by city staff and contracted assessor; and provides for updated digital mapping data associated with parcel splits and combinations to be distributed annually (.SHP files – shape files). The cost per year for this access and service is \$500.00. Prior to entering into this agreement, we spent between \$720.00 – \$1755.00 to for city mapping. This agreement will provide a cost savings to the city. The City Commission is asked to approve the services agreement with the Clare County Equalization Department by adoption of Resolution 2025-036

Motion by Commissioner Bussell second by Commissioner Bonham to approve the services agreement with the Clare County Equalization Department by the adoption of Resolution 2025-036. Roll call vote: Yeas: Commissioners Maegan Jenkins, Bob Bonham, Kim Bussell, Carolyn (Gus) Murphy, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

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

9. *DEPARTMENT REPORTS: *Approved by Consent Agenda.*

10. CITY MANAGER'S REPORT

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the city and hydraulic dredging by Savin Lake Services are still paused but will return when permitting allows at the beginning of July.

For the dam project, our engineering firm, GEI, is continuing design work for the dam and options for the type of systems we may be able to utilize. The City and GEI hold a regular monthly meeting to discuss progress. The design is close to complete for submittal to EGLE to hold preliminary conversations with them for their approval. The requisite mussel survey is currently taking place. We continue to wait for word on the grant agreement for the second approved grant (High Hazard Potential Dams – HHPD).

DDA Meeting. The DDA held their most recent meeting on May 8th. They had several items and discussion topics on their agenda which included:

- Approved \$5,000 support for the Downtown Music Festival on August 9th that will be held in the DDA.
- Discussion and updates on new Downtown trees; the recent installation of speedbumps in the 5th Street Parking lot; progress on the DDA Gateway project and signs; and recent façade improvements being completed in the DDA .
- Approved the attendance excusal of two members of the DDA Board.
- Approval of Minutes and Financials.

Memorial Day Holiday. City Offices will be closed for the Memorial Day Holiday on Monday, May 26, 2025. We are thankful for the brave men and women who made the ultimate sacrifice in service to our nation.

There will be a Memorial Day Parade sponsored by Clare VFW beginning at 10:30 a.m. on Memorial Day. The route goes from City Park to Cherry Grove Cemetery where there will be speakers and a ceremony.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*

12. EXTENDED PUBLIC COMMENT: Clare Area Chamber of Commerce President Shari Buccili presented the 127 Motor Tour road closure plans. The closures this year (pending approval by MDOT), would be more favorable to downtown businesses and increase safety for residents and visitors to our downtown during the closures.
13. COMMISSION DISCUSSION TOPICS: Barnes Island on Lake Shamrock has a fallen tree and debris. Gabe Ambrozaitis had a successful fly in at the City of Clare Airport.
14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. CLOSED SESSION: OMA, 15.268, Section 8.1.(h) "To consider material exempt from discussion or disclosure by state or federal statute" regarding an Attorney/Client privileged opinion
Motion by Commissioner Bussell second by Commissioner Murphy to go into closed session at 6:29 pm. Roll call vote: Yeas: Commissioners Carolyn (Gus) Murphy, Maegan Jenkins, Bob Bonham, Kim Bussell, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*

Motion by Commissioner Bonham second by Commissioner Murphy to go into open session. Roll call vote: Yeas: Commissioners Carolyn (Gus) Murphy, Maegan Jenkins, Kim Bussell, Bob Bonham, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*
17. APPROVAL OF CLOSED MINUTES
Motion by Commissioner Bussell second by Commissioner Murphy to approve the minutes of closed session. Roll call vote: Yeas: Commissioners Maegan Jenkins, Bob Bonham, Kim Bussell, Carolyn (Gus) Murphy, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.*
18. ADJOURNMENT: Motion by Commissioner Bussell seconded by Commissioner Murphy to adjourn the meeting. Roll call vote: Yeas: Commissioners Kim Bussell, Caroly (Gus) Murphy, Bob Bonham, Maegan Jenkins, and Pat Humphrey. Nays: None. Absent: None. *Motion Carried.* The meeting adjourned at 7:37 p.m.

Pat Humphrey, Mayor

Laurie Jackson, Assistant Deputy Clerk