

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; Diane Lyon, City Clerk; and David Saad, Police Chief.

2. CONSENT AGENDA:

Moved by Commissioner Bussell second by Commissioner Murphy to approve the items listed with an asterisk (\*), (Minutes, Agenda, Communications, Approval of Bills, and Professional Development) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. 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. \*BOARD & COMMITTEE REAPPOINTMENT-DEAN DOHERTY, DDA**

The appointed term of Dean Doherty as a member of the City of Clare Downtown Development Authority has expired. Dean has agreed to serve a new three-year term at the will of the City Commission. The Commission is asked to renew the appointment.

Motion by Commissioner Bussell second by Commissioner Murphy to reappoint Dean Doherty to the Downtown Development Authority by adoption of Resolution 2025-096. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

Mayor Pro Tem Bob Bonham, as a former Fire Chief for the city, presented Gary with a certificate recognizing this milestone achievement.

**B. SET ALTERNATE DATE & TIME FOR DECEMBER BOARD OF REVIEW**

Historically, the City's Board of Review have held their December Board meeting the Tuesday following the second Monday in December, unless an alternate start date is adopted by the local unit. Under MCL 211.53b, the city may authorize, by adoption of a resolution, an alternative date in the same week in December when the Board of Review may meet.

The meeting date is proposed to be moved from Tuesday, December 9<sup>th</sup> to Thursday, December 11<sup>th</sup> at 9:00 a.m.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the alternate date for the December 2025 Board of Review meeting by adoption of Resolutions 2025-097. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

**C. APPROVE 2026 POVERTY EXEMPTION POLICY & GUIDELINES AND INCOME LEVELS**

Public Act 390 of 1994 requires each governing body to approve a Poverty Exemption Policy & Guidelines to be administered by the municipality's appointed Board of Review. Furthermore, Public Act 390 requires the governing body to annually approve income levels for the Board of Review to follow in their review of property tax poverty exemption applications from owners of residential properties. Public Act 390 along with other applicable bulletins and regulations from the State Tax Commission provide the federal poverty income levels, the required asset tests, and other procedural requirements for the poverty exemption application.

The City's Assessor has provided the Policy and Guidelines for 2026 with the federal poverty levels to be used by the Board of Review and the Poverty Exemption Affidavit to be filed by the requestor. The Assessor will assist the City of Clare's Board of Review in their consideration of applications under the provisions of Public Act 390 to ensure compliance.

The City Commission is asked to review and approve the recommended 2026 Poverty Exemption Policy & Guidelines and Income Levels.

Motion by Commissioner Bussell second by Commissioner Jenkins to approve the 2026 Poverty Exemption Policy & Guidelines and Income Levels by adoption of Resolutions 2025-098. Roll call vote: Yeas: Commissioners Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: Bob Bonham and Pat Humphrey. Absent: None. *Motion Carried.*

#### **D. LAKE SHAMROCK DREDGING DISCUSSION**

As the Lake Shamrock Dredging Project (hydraulic dredging portion) begins to wrap the owner and staff of the hydraulic dredging company (Savin Lake Services) were invited to tonight's to join the City Commission in a discussion on the project, progress made on the dredging, and its upcoming completion.

Guy Savin presented GIS data and information about the dredging process related to the prior, present, and future dredging of Lake Shamrock to get the Lake back to its 1965 depths in accordance with the lake map of that time and the permit provided by EGLE. Savin expressed that the dredging would have been completed by now were it not for the delays experienced due to EGLE requiring a reapplication for the dredging permit and their extension of the non-dredging period in the spring for fish spawning. Savin intends to complete dredging in December, however if they are unable to complete the work in December, he intends to have it completed by March 1, before the spawning ban takes effect. At present, Savin is working on dredging areas missed in the first cutting and recutting areas that filled back in with silt. Mr. Savin informed that they will complete dredging 10' from the shoreline. Eventually, the silt along the shoreline will slough off down to the dredged areas and create a natural slope out to the deeper water.

The Commission requested that Savin make the remaining dredging work in the Lake fingers a priority as those are typically the areas that freeze first and sub-freezing temperatures are expected over the next few weeks.

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

9. CITY MANAGER'S REPORT:

Lake Shamrock Dredging. Mechanical dredging by the city continues at the west end of the lake. The city's barge operates during normal DPW business hours as time and workload permit. Savin's hydraulic dredging is back on the lake and have resumed operations to complete the project this year. Their projected work schedule is at least 6 days a week / 24 hours a day.

Lake Shamrock Dam Project. Our engineering firms, GEI and Spicer, are continue design work for the new dam, emergency/auxiliary spillway, and the new walkway. The city is now meeting weekly with the design engineers and project managers to prepare an RFP for the project. We are waiting on the grant agreement with FEMA and will bring that to you at a future meeting.

New Art Alley Mural. The latest addition to Art Alley is a new mural on the west side of the alley on the wall of the building owned by Cops & Doughnuts, complements of the Clare County Arts Council. Art Alley continues to grow and develop into a fantastic location and destination for the City of Clare and its visitors.

Clare Welcome Shamrock. The city engaged the services of Jeff Best to design and construct a "Welcome to Clare" shamrock. The art piece was designed to be placed in the round-about at the City's southern entrance. MDOT had initially denied the City's request to place the sculpture in that location, though we still work at convincing them to allow its placement there based on a recently constructed round about in Gaylord that sports a sculpture. Consequently, the exact location to place the welcoming art piece has not yet been decided.

Christmas in Clare. The annual Christmas in Clare event is scheduled for Sunday, December 14th. There will be many events during the day to include a lighted Christmas Parade through Clare at dark. Watch the Clare Area Chamber of Commerce website and social media for more information.

Extended Yard Waste Pickup Dates. The city recently reached out to our waste hauler, GFL, and asked if they would be willing to extend the yard waste pickup dates due to many of the trees in city neighborhoods still holding on to their leaves. GFL has agreed to extend the pickup dates two weeks into December, barring any major snowfall event, making the last pickup December 12<sup>th</sup>. Thank you to GFL for offering this service and being flexible.

2026 GFL Residential Waste Schedule. GFL has shared their 2026 Residential Waste Schedule.

11. \*COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Although Commissioners were grateful that Guy Savin came and presented the Lake Shamrock dredging progress, they were skeptical that it would be completed by the end of the year.
14. \*APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. \*PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Bonham seconded by Commissioner Murphy to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.* The meeting adjourned at 7:12 p.m.

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Pat Humphrey, Mayor

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Diane M. Lyon, City Clerk