

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, Maegan Jenkins, and Nick Loomis. Absent: Carolyn (Gus) Murphy. 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, Board & Committee Appointments, and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Nick Loomis. Nays: None. Absent: Carolyn (Gus) Murphy. *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. RENEWAL OF FARMING LEASE AGREEMENTS – RAWSON & RAWSON FARMS**

The City currently enjoys two lease agreements with Rawson & Rawson farms which provide for them to farm approximately 150 acres of property at the Clare Municipal Airport and to farm approximately 15 acres South of the South Industrial Park. Both leases are expiring soon. The City has been very happy with both leases and I am now asking the City Commission to renew both leases.

Motion by Commissioner Bonham second by Commissioner Loomis to approve the farming lease agreements with Rawson & Rawson by adoption of Resolution 2022-022 & Resolution 2022-023. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Nick Loomis. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

**B. EMPLOYEE SERVICE RECOGNITION-MR. JARRED WENTWORTH**

Police Chief Brian Gregory has been planning on retiring. He recently set his final day as March 31, 2022 officially. We are thankful for the many years of dedicated service Chief Brian Gregory has given to the City of Clare so be sure to wish him a happy retirement when you see him out and about.

Over the course of the last several weeks, I have been meeting with Chief Gregory and also with Captain Dave Saad to discuss options for filling the position. After many hours of discussion and working through possible options, I have made a decision to promote Captain Saad to the position of Police Chief because I believe it to be in the City of Clare's best interest. Captain Saad has decades of honorable service to the city, knows the community and businesses well, has a passion for Clare, he desires to serve and be a part of the community, and he has performed well as the Captain and 2nd in command for many years. I am excited to continue working even more closely with Dave in this new position.

An employment contract has been negotiated with David Saad, and the City Commission is now asked to formally approve that employment agreement.

Motion by Commissioner Loomis second by Commissioner Jenkins to approve the Chief of Police employment agreement with Officer David Saad by adoption of Resolution 2022-024. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan

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

C. **\*BOARD & COMMITTEE APPOINTMENTS-DOWNTOWN DEVELOPMENT AUTHORITY:** *Approved by Consent Agenda.* Resolution 2022-025, Mrs. Dawn Thomas.

D. **\*BOARD & COMMITTEE APPOINTMENTS-PARKS & RECREATION ADVISORY BOARD:** *Approved by Consent Agenda.* Resolution 2022-026, Mr. Doug Helmling

E. **\*BOARD & COMMITTEE APPOINTMENTS-LOCAL DEVELOPMENT FINANCE AUTHORITY:** *Approved by Consent Agenda.* Resolution 2022-027, Dawn Thomas & Loren Cole.

8. TREASURER'S REPORT: *Approved by Consent Agenda.*

9. CITY MANAGER'S REPORT

Planning Commission/Master Plan. The Planning Commission met on March 9, 2022 and has approved the renewal of a Recreational Marijuana Special Use Permit for 555 Industrial drive – Vault MI, LLC. Progress continues on the update of the Master Plan. Commissioners held a lengthy discussion on the preliminary data received from the Master Plan survey and map and they got a look at the first draft of the Plan.

Downtown Development Authority. The DDA met on March 10. They are currently working on a project that would put Wayfinding signs in and around the downtown area to help vehicle and pedestrian traffic navigate landmarks and facilities within the city. They have established a subcommittee to work on the number, location, and the types of places that will be on the signs. That subcommittee has met once and is working on information and budget numbers to take back to the DDA at a future meeting. The DDA voted to replace the aging/dying hanging baskets throughout downtown as they've not been replaced since 2009. Additional discussion was held on the Destination Clare Sculpture Walk and recent damage to a couple light poles in the DDA District.

Board of Review. The March Board of Review recently completed their duties. They met:  
March 8, 2022 (9:00am) = Organizational Meeting – No Appeals  
March 15th, 2022 (1:00pm – 7:30pm) = Appeal Hearings  
March 17th, 2022 (1:00pm – 7:30pm) = Appeal Hearings

City Wide Let Run Water Notice Lifted. The let run advisory was lifted on Wednesday, March 9<sup>th</sup>. The ending notice was posted on the City's Facebook pages, Channel 189, the city website, and a postcard was sent to each household. The usage for residents will be adjusted accordingly during the period of the Let Run period.

Clare's 47th Annual Irish Festival. The Clare Area Chamber of Commerce has provided an event flyer which lists all the great events scheduled for the Irish Festival.

City Commission Nominating Petitions. Reminder, the 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.

Bargaining Unit Negotiations. Contract negotiations continue with the Teamsters Hourly and Teamsters Supervisory Bargaining Units. We hope to have negotiated contracts for both Teamsters units soon to bring to the City Commission for approval. We will begin negotiations with the Police POAM and COAM bargaining units in the near future.

Police Promotions. With Police Chief Brian Gregory's retirement, I have promoted Captain Dave Saad to Police Chief, effective April 1, which will leave a vacancy for Captain's position in the department. After interviews were conducted, I am happy to announce two more existing officers and their promotions. Sgt. John Lake has been promoted to Captain leaving a Sgt. spot open and Senior Officer Tom Francisco is being promoted to Sgt. This now leaves us with a vacancy for Road Patrol officer that we will need to fill. Congratulations to all of our newly promoted officers.

Little Tobacco Drain Project. Work continues on the Little Tobacco Drain Project. Soon work on the 4th Street bridge will be complete and work will be starting on the 5th Street bridge. The topic of the now empty lots that FEMA purchased was discussed at the most recent meeting of the Little Tobacco Drain Board. It is unsure what will be done with the vacant lots or how they will be maintained at this time. The Drain Board has asked me to have a conversation with the City Commission to find out if there is any desire to take ownership of some or all of the vacant lots along the drain. We have discussed this in the past and the City Commission was not interested as they would just be additional areas to mow however, we have been able to get ahold of the FEMA deed restrictions which do allow for some very specific & regulated permitted uses. The question is does the City Commission have any desire to try and obtain the lots for any of the listed "potential" uses? The consensus from the City Commission is that they do not have any desire to take ownership of the vacant lots along the Little Tobacco Drain.

10. \*COMMUNICATIONS: *Approved by Consent Agenda.*
11. EXTENDED PUBLIC COMMENT: None.
12. COMMISSION DISCUSSION TOPICS: The Commission inquired about the timeline for removal of the burned-out Chinese restaurant on East Fifth Street. Blight issues continue to be a problem in the City. The C/M will reach out to Code Enforcement to discuss addressing more blight issues in the city. The Commission had concern about some of the unlevel sidewalks in the city. The Director to the Department of Public Works has included a mud jack on the FY22/23 Capital Improvements Schedule to repair unlevel sidewalks.
13. \*APPROVAL OF BILLS: *Approved by Consent Agenda.*
14. \*PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
15. ADJOURNMENT: Motion by Commissioner Bonham second by Commissioner Jenkins to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Nick Loomis. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.* Meeting adjourned at 6:39 p.m.

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Pat Humphrey, Mayor

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Diane Lyon, City Clerk