



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

CLARE CITY COMMISSION Meeting to be held at Clare City Hall 202 W. Fifth St., Clare MI

Monday, October 3, 2022
6:00 p.m.

AGENDA

CITY HALL

Ph 989.386.7541

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www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

UTILITY BILLING

Ph 989.386.7541 x201

W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121

Fx 989.386.0440

FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151

Fx 989.386.3020

PARKS & RECREATION

Ph 989.386.7541 x213

Fx 989.386.4508

AIRPORT

Ph 989.386.0445

Fx 989.386.4508

1. CALL TO ORDER

A. Pledge of Allegiance

B. Roll Call

2. **CONSENT AGENDA** – All items listed with an asterisk (*) are considered to be routine by the City Commission and shall be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests to do so, in which event the item shall be removed from the General Order of Business and considered in its normal sequence on the agenda.

3. *APPROVAL OF MINUTES

4. *APPROVAL OF AGENDA

5. PUBLIC COMMENT

6. OLD/UNFINISHED BUSINESS – None

7. NEW BUSINESS

A. Employee Service Recognition – Sam Eberhardt – 15 Years – DPW

B. Ordinance 2022-002 – Park Rules

1. *Second Reading

2. Adoption

C. Election Worker Wage Increase

D. Charitable Gaming License – Clare Wrestling Club

8. TREASURER'S REPORT

9. CITY MANAGER'S REPORT

10. *COMMUNICATIONS

11. EXTENDED PUBLIC COMMENT

12. COMMISSION DISCUSSION TOPICS

13. *APPROVAL OF BILLS

14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

15. ADJOURNMENT

The public will be permitted to provide comment during the Public Comment portions of the meeting. The public is asked to identify themselves by providing their name and address when offering public comment.

Written comment may be submitted to dlyon@cityofclare.org, or placed in the drop box at Clare City Hall, or sent in by postal mail to the City Clerk, Diane Lyon at Clare City Hall, 202 W. Fifth St., Clare MI 48617, prior to 4 p.m. on the date of the meeting and will be read during the public comment portion of the meeting.

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 Carolyn (Gus) Murphy. Absent: Nick Loomis. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Dale Clark, WWT Superintendent; Luke Potter, DPW Director; Dave Saad, Police Chief; Cheryl Coon, Deputy Treasurer; John Lake, Police Captain; Joy Simmer, Parks & Rec Director; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Murphy to approve the items listed with an asterisk (*) (Agenda, Minutes, Department Reports, Communications, Professional Development, and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *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. ORDINANCE 2022-002-PARK RULES

Over the years the City, from time to time, has dealt with complaints of inappropriate and sometimes even criminal behavior at our City Parks and Pettit Campground. City staff have discussed this matter with our City Attorney, and she has provided some recommended ordinance changes that, if adopted, would provide the City a mechanism to deal with such behaviors and deter future incidents of this nature by allowing the city to trespass/ban individuals from the parks system for up to a year at a time if they violate park rules, ordinances, or commit criminal acts. Language has also been added that will allow the City Commission to add/change park rules from time to time as needed without having to amend the actual Code of Ordinances each time.

It should be noted that the Parks and Recreation Advisory Board will be meeting before the Second Reading of the Ordinance amendment to make their official recommendation, but they have already been made aware of the changes and have given informal support to the Recreation Director on the changes proposed.

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 hearing has been published. 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 ordinance.

The City Commission is asked to conduct the required public hearing, consider and discuss the proposed new ordinance, and direct a First Reading of that proposed Ordinance.

Motion by Commissioner Bonham second by Commissioner Murphy to approve a first reading and open the public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Bonham second by Commissioner Murphy to close the public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan

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

B. UPDATE OF BANKING ACCOUNT SIGNATORIES AND ELECTRONIC BANKING ADMINISTRATION

With the recent hire of new Deputy Treasurer Cheryl Coon, the personnel approved to sign checks and other documents on the City's bank accounts needs to be updated.

A complete review of all of the City's bank accounts has been completed and is summarized for the Commission's review on the attached spreadsheet. The City Commission is asked to approve the list of signatories and designate Deputy City Treasurer Cheryl Coon as a signatory and an Electronic Banking user.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the change of bank signatories and electronic banking administration by adoption of Resolution 2022-085. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

C. APPROVE BID FOR HOLIDAY DECORATIONS

The City's contract for holiday decoration services expired at the end of 2021, so staff solicited bids for the continuance of these services. The City received only one bid in the amount of \$8,433 which was submitted by Hometown Decoration & Display, LLC.

The DDA reimburses the City for a major portion of the costs for holiday decoration services as the preponderance of the decorations are installed within the DDA District. The proposed contract was reviewed by the DDA at their September 8th meeting. The DDA desires to improve the holiday decoration display this year, thus they have made a recommendation for the approval of the contract in an amount not to exceed \$10K.

Hometown Decoration & Display, LLC is well-known to the City as they have previously performed this service for us and consequently, the City Staff offers its recommendation to award the holiday decorating services contract to Hometown Decoration & Display, LLC.

The City Commission is asked to approve the bid and designate Hometown Decoration & Display, LLC as the vendor to complete this work and authorize the City Treasurer to make any and all budget amendments needed.

Motion by Commissioner Jenkins second by Commissioner Murphy to approve the bid and award the contract in an amount not to exceed \$10K to Hometown Decorations LLC and authorize the Treasurer to make all necessary budget amendments by adoption of Resolution 2022-086. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

D. APPROVE SOLE SOURCE BID FOR WWTP CONVEYOR SPIRALS AND DRIVE SHAFT

In 2005 (17 years ago), the City bid out and replaced the screenings compactor and conveyor made by Vulcan Industries at the Wastewater Treatment Plant. The spiral conveyors and drive shaft used to separate solids from liquids have now reached the end of their useful life. Dale Clark, Water/Wastewater Superintendent, has requested authority to purchase replacement spirals and drive shaft for the conveyors as a sole source purchase. Vulcan Industries is being recommended for the purchase due to the uniqueness of the conveyor and the fact that it will match the current Vulcan Industries system.

Motion by Commissioner Bonham second by Commissioner Murphy approve the requested sole source purchase request for Wastewater Treatment Plant Conveyor Spirals and Drive Shaft from Vulcan Industries by adoption of Resolution 2022-087. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

E. MEDC CDBG WRI GRANT-APPROVAL OF ENVIRONMENTAL REVIEW AND SHPO REVIEW CONTRACT

As you remember from earlier this year, the City Commission authorized the submittal of a grant to MEDC for their CDBG WRI grant. Per the requirements of the grant, the city solicited bids for the completion of the required Environmental Assessment and SHPO Section 106 Review as required. Only 2 bids were submitted. Of the two bids, Triterra was the only bidder that was able to submit a bid to complete both the Environmental and SHPO components. I am now asking the City Commission to authorize the selection and contracting of Triterra as the City's selected firm for Environmental Assessment and SHPO Section 106 Review. MEDC has reviewed the bids and has given written approval to enter into contract with Triterra.

Motion by Commissioner Jenkins second by Commissioner Murphy to approve the contract with Triterra for Environmental and SHPO review services by adoption of Resolution 2022-088. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis.
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

DDA Meeting. The DDA met on September 8th with one item on their agenda. It was the recommendation to approve the holiday decorations bid that was also on the agenda for the City Commission to approve on September 19th. The recommendation was unanimous and it was also recommended that addition or "nicer" decorations be added to downtown and that the Christmas banners be placed at the roundabout. The board also discussed the status of the wayfinding signs that are being made for downtown. The signs are getting close to completion and will hopefully be arriving soon for installation. I have attached the latest design to this report (48" long with 6" letters). They also discussed and got an update on the downtown camera project and some issues that have come up as MDOT will not allow the placement of the cameras on their poles so other options are being looked into to complete the project.

Planning Commission/Master Plan. The Planning Commission had no business for the September 14th agenda so they were able to cancel their meeting.

MDOT 5th Street (M-115) Project. MDOT is continuing work to resurface 1.2 miles of M-115 from Pioneer Parkway to Sunset Avenue in the city. Work includes sidewalk and improvements to meet ADA compliance. Update: The Contractor is proposing to complete the mill and fill work during the daytime vs night work as was originally planned. This will require some lane closures and detours. The work is anticipated to begin in late September/early October. They will be using flaggers as needed, including around the McEwan/5th St intersection which will have some challenges & cause delays as the milling and paving conveyor are at this intersection, but they are committed to keeping the intersection safe. Also, the ADA ramp replacements have been completed including the installation of cast iron instead of plastic at the corner of 5th and McEwan which should hold up much better to truck traffic and snow plowing.

Street Millage Projects. The work scheduled on Schoolcrest and Beech for ultrathin placement will start on Monday, September 19th.

City Hall Windows. Work on replacing the old windows at City Hall has finally begun as they recently arrived after many weeks on back order. The windows on the north side are nearly complete with the exception of some finish work. The windows look great and DPW is doing a great job replacing them. Work will be moving to the south side of the building with the removal of the aluminum and wood. DPW will soon begin replacement of the windows on the south wall of the building. This will be a welcome update to City Hall aesthetically, it will be much more efficient for heating and cooling, and they will finally keep the rain on the outside of the building.

City Hall Boiler System. Gateway Heating & Cooling have begun installation of the new boiler system. This too will be a welcome addition when installation is complete so that there is a better & more reliable heat source for the first floor of the building this winter.

Lake Shamrock Dredging Project. EGGLE's public hearing phase on the 3 sites is still ongoing and we have continued to work with EGGLE and our Engineer to move the process forward. EGGLE is now requiring further testing of the lake material and that has been collected and sent to the lab for analysis. Results will be given to EGGLE for review. We have also begun the process of preparing an RFP for the Dam and Spillway replacement/construction. The hydraulic dredging conversation and likely RFP are also in the works.

Verizon Cell Tower. No new news. We are still eagerly awaiting the arrival of the monopole.

Industrial Park #3. On September 9th the IDC and Steve Letherer were able to facilitate the purchase and closing of the approximately 80 acres from the Russell family. This property was deeded to the city at closing and the IDC will be meeting in the very near future to discuss how to move forward with marketing the property (including the 15 acres contiguous that the city already owns) to potential buyers and also how to seek funds to facilitate the development and infrastructure needed for the new industrial park. This is all exciting news. Thank you again to the Letherer family for helping us make this possible.

Deputy Treasurer Position. We recently hired Cheryl Coon as the new Deputy Treasurer. Cheryl started part time with the city on Wednesday, September 7th. Cheryl was in attendance at tonight's meeting to meet the Commission. Welcome Cheryl!

Addendum: Match on Main. The City recently received their Redevelopment Ready Community (RRC) Essential status which enables DDA businesses to be eligible for Match on Main grant dollars in the amount of \$25K. This is a competitive program where projects compete with other regional projects submitted. Only one or two projects are selected to receive these grant dollars which do require a \$2,500 match.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Commissioner Bonham is unhappy with MDOT contractors because they are leaving the sidewalks and streets a mess when they leave for the day, and they continue to block sidewalks with their signage even when they are not working in that area. The DPW Director will contact the MDOT Supervisor regarding these issues to rectify the problem.
14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Murphy second by Commissioner Bonham to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.* Meeting adjourned at 6:25 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager
Date: September 29, 2022
Regarding: Employee Service Recognition – Sam Eberhart – 15 Years of Service – DPW

For the Agenda of October 3, 2022

Background. Sam Eberhart has faithfully served the residents of the City of Clare for the past fifteen years, as a full-time employee within the City's Department of Public Works beginning in 2007 while concurrently serving as an on-call firefighter. The City Commission is asked to formally recognize Sam for his exemplary, faithful and dedicated public service.

Issues & Questions Specified. Should the City Commission formally recognize Sam Eberhart for his exemplary public service?

Alternatives.

1. Formally recognize Sam Eberhart.
2. Do not recognize Sam Eberhart for his service.
3. Set aside decision regarding this matter to a later date.

Financial Impact. The cost to the City is approximately \$75.00 which includes a \$50.00 employment longevity stipend and the cost of a frame for the resolution.

Recommendation. I recommend that the City Commission formally recognize the outstanding public service of Sam Eberhart by adoption of Resolution 2022-089.

Attachment.

1. Resolution 2022-089.

RESOLUTION 2022-089

A RESOLUTION OF THE CLARE CITY COMMISSION RECOGNIZING MR. SAM EBERHART FOR FIFTEEN YEARS OF EXCEPTIONAL PUBLIC SERVICE.

WHEREAS, Mr. Sam Eberhart has creditably, loyally and faithfully served the residents of the City of Clare since 2007 as a member within the City’s Department of Public Works (15) years while concurrently serving on the City’s Fire Department; and

WHEREAS, the devotion, professionalism, performance and humble spirit of service of Mr. Eberhart have been particularly exemplary throughout his service with the City; and

WHEREAS, the Mayor and City Commission of the City of Clare deems it appropriate to formally recognize Mr. Eberhart for his exemplary public service.

NOW THEREFORE BE IT RESOLVED THAT, on behalf of the residents of the City of Clare and the Greater Clare Area Community, the Mayor of the City of Clare and the Clare City Commission hereby formally recognizes the fifteen (15) years of public service of Mr. Sam Eberhart in the City’s Department of Public Works.

BE IT FURTHER RESOLVED THAT the Mayor and City Commission offers their gratitude and appreciation to Sam for his devotion, dedication, commitment to excellence, sound leadership and management and for his exemplary performance.

BE IT FURTHER RESOLVED THAT the Mayor and City Commission offers Mr. Eberhart their most sincere wishes for continued good health and asks for his continued commitment to excellence in serving the residents of this community.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

This Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 3rd day of October, 2022.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Jeremy Howard, City Manager
DATE: September 29, 2022
RE: Second Reading & Adoption of Ordinance 2022-002

For the Agenda of October 3, 2022

Background. A public hearing and a first reading of the proposed Ordinance 2022-002, which includes amendments to our existing ordinance codes, was conducted by the City Commission at the scheduled meeting of September 19, 2022. No public comment was offered or received during the course of the public hearing regarding the proposed Ordinance amendment.

The City Commission is now asked to consider approving Ordinance 2022-002. The Ordinance amendment is attached for final review. Highlights of the proposed amendment are outlined herein:

- Chapter 30, Parks & Recreation. These proposed changes result predominantly from complaints and concerns, and it establishes authority for the City's enforcement agencies to control criminal, inappropriate or publicly disruptive behavior in all city parks; and establishes specific camping rules for Pettit Park.

The Commission now has the option of allowing a Second Reading of the proposed Ordinance 2022-002 or denying the conduct of a Second Reading, thereby rejecting the proposed new ordinance.

The Commission is now asked to allow a Second Reading and either approve or deny the adoption of the proposed Ordinance.

Issues & Questions Specified. Should the City Commission approve Ordinance 2022-002?

Alternatives.

1. Approve the proposed ordinance in its entirety.
2. Approve the proposed ordinance with aforementioned minor corrections or changes.
3. Remove specific elements of the proposed ordinance and approve the remainder.
4. Do not approve the proposed ordinance.
5. Defer or delay decision on this matter to a subsequently scheduled City Commission meeting.

Financial Impact. There is no immediate fiscal impact related to the proposed ordinance.

Recommendation. I recommend the City Commission allow a Second Reading and approve proposed Ordinance 2022-002 by adoption of Resolution 2022-090.

Attachments.

1. Ordinance 2022-002.
2. Resolution 2022-090.

ORDINANCE NO. 2022 - ***

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF CLARE BY amending the City Code, Chapter 30.

Short Title: CITY OF CLARE – ORDINANCE AMENDMENT

Chapter 30, Article III, Section 30-75, of the Clare City Code is hereby revoked and restated as follows:

Sec. 30-75. - Camping in Pettit Park.

It shall be unlawful to do any of the following upon city park lands:

- (1) *Designated camping areas.* Camp in any city park on city owned lands without written permission. Pettit Park is a state licensed campground and camping is permitted only in a designated number of campsites.
- (2) *Camping fees.* Camping without having paid the camping fee on the date of stay and for each day of stay is hereby designated as unlawful.
- (3) *Visitors.* Be in Pettit Park after curfew 11:00 p.m. to 6:00 a.m. without a proper receipt of payment for camping.
- (4) *Registration.* Each camper shall properly register for each night's camping in accordance with the City procedures then established.
- (5) *Quiet hours.* Between the hours of 11:00 p.m. to 6:00 a.m. it shall be unlawful for persons who are not registered campground users to be in the campground or day use area.
- (6) It shall be unlawful for individuals to wash dishes at the water pumps or water supply.
- (7) It shall be unlawful for park users to fail to clean up their camp site daily.
- (8) It shall be unlawful for camp users to discharge waste of any type except into designated containers or the dump station.
- (9) It shall be unlawful for unsupervised children to occupy a campsite. Supervision must be provided by a parent or legal guardian eighteen years of age or older.
- (10) It shall be unlawful for a person to occupy the campground as a permanent or semi-permanent residence or to operate a business from the premises.
- (11) *Pets.* Possess any animal considered a pet, unless such pet is on a leash no longer than six feet, or allow a pet to disturb or annoy other park users, or fail to clean all scat and other messes created by a pet in such person's possession. Running a pet for the purpose of relieving itself is unlawful,

except in designated pet runs. It shall be unlawful for pet owners to relinquish control and supervision of their pet(s) at all times,

- (12) The City Commission may adopt additional rules and regulations, as required from time to time, without the necessity of amending this ordinance.
- (13) The delegated authority of the City Commission, being the City Manager, and/or Parks and Recreation Department Head, and/or the City Police Chief, in their sole discretion, may issue any individual(s) a trespass (for involvement in any park rule violation, ordinance violation, or criminal law violation), for a period of up to one year at a time, prohibiting that individual from entering any City Park. Upon violation of any ban so issued, the individual shall be guilty of trespass.

Passed by the City Commission of the CITY OF CLARE on _____, at its regular meeting with _____ commissioners in attendance, _____ voting aye, _____ nay. Adopted by the City Commission of the City of Clare this _____ day of August 2022.

Signed: Patrick Humphrey, Mayor

I hereby certify that the foregoing was duly adopted by the CITY COMMISSION of CITY OF CLARE, Michigan, at its regular meeting on the _____ of August 2022, that of _____ members of the City Commission, _____ were in attendance and _____ voted for the adoption of the Ordinance. I further certify that the above and foregoing ordinance is recorded in Ordinances for the CITY OF CLARE.

Effective Date

This Ordinance shall take effect thirty (30) days following date of publication as required by law. All Ordinances or part Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Diane Lyon, Clerk

RESOLUTION 2022-090

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING ORDINANCE AMENDMENT 2022-002, CHAPTER 30, PARK RULES.

WHEREAS, the Clare City Staff, City Attorney, and the Parks and Recreation Advisory Board have recommended a change to the exiting Park Rules Ordinance of the City of Clare; and

WHEREAS, the Clare City Commission, at a scheduled public meeting on the 19th day of September, 2022, held an appropriately noticed public hearing related to said change request; considered the comments offered at the aforementioned public hearing; and directed the first reading of City Ordinance 2022-002, an ordinance to amend the Chapter 30 of the Code of Ordinances of the City of Clare; and

WHEREAS, the Clare City Commission again considered said request to amend said Ordinance at a scheduled public meeting on the 3rd day of October, 2022 and subsequently directed a second reading of Ordinance 2022-002.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves Ordinance 2022-002, thereby amending Chapter 30 of the City's Codes of Ordinance.

BE IT FURTHER RESOLVED THAT said Ordinance shall become effective on the 6th day of November, 2022.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 3rd day of October, 2022.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Diane Lyon, City Clerk
DATE: September 28, 2022
RE: Set Election Inspector Compensation

For the Agenda of October 3, 2022

Background. Chapter 4, Section 4.10 of the City Charter (att'd) provides that the compensation of election personnel shall be determined in advance of an election by the City Commission. The City's last election inspector wage rate increase occurred in July 2018. At that time the election chair's wage was approved at \$14.00 per hour; \$12.00 per hour for the precinct vice chairperson; and \$11.00 per hour for all other election inspectors

Election Chairpersons are responsible for oversight of the AVCB & polling locations; the accuracy of election results; the completeness of paperwork; to safeguard voting materials; to maintain the order and security of elections; to protect the integrity of elections; and they are typically required to work a minimum 16-hour day (or longer if necessary). The Election Vice Chair is required to fulfill the duties of the Election Chair at the polls during their absence for breaks, lunch, or assisting with the needs of voters. All election personnel are required to assist in setup of the polling location the day before the election, assist voters on election day, and contend with election issues as required under State and Federal law.

Today's elections have become more technologically complex and election security requirements have increased. The education requirements for election inspectors have been amplified over the years and there are continued and expanding health and safety risks, thus, I am proposing the following wage increase for election inspectors: Election Chair, \$15.00 per hour; Vice Chair, \$13.00 per hour; Election Inspector, \$12.00 per hour.

In order to retain qualified and knowledgeable inspectors in the City and attract new inspectors it is important that we offer competitive wages. The City's Election Commission will meet at 9:00 am on October 3, 2022 to consider the proposed wage increase and provide a recommendation to the City Commission.

Issues & Questions Specified. Should the City Commission approve the new wage scale for the election inspectors?

Alternatives.

1. Approve the new wage scale.
2. Approve the wage scale with modifications.
3. Do not approve the wage scale.
4. Table the matter for further consideration and/or deliberation.

Financial Impact. Less than \$300.00 for the November 8, 2022 General Election. Funds are available and have been budgeted to support the revised wage scale.

Recommendation. I recommend that the City Commission approve the new wage scale for election inspectors by adoption of Resolution 2022-091.

Attachments.

1. Chapter 4, Section 4.10 City Charter.
2. Resolution 2022-091.

Section 4.10. Election commission.

An election commission is hereby created, consisting of the clerk, the mayor, and the city attorney. The clerk shall be chairman. The commission shall have charge of all activities and duties required of it by state law and this charter relating to the conduct of elections in the city. The compensation of election personnel shall be determined in advance by the city commission. In any case where election procedure is in doubt, the election commission shall prescribe the procedure to be followed.

State law reference(s)—Boards of city election commissioners, MCL 168.25.

RESOLUTION 2022-091

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AN INCREASE IN ELECTION INSPECTOR COMPENSATION.

WHEREAS, Chapter 4, Section 4.10 of the City Charter provides that the compensation of election personnel shall be determined in advance of an election by the City Commission; and

WHEREAS, election inspectors are trained and certified in Michigan Election Law to oversee each election, ensure completeness and accuracy of paperwork, safeguard voting materials, maintain safety and order in the polls, and to protect the integrity of elections; and

WHEREAS, the work of election inspectors has become more technologically complex, security requirements have increased and said workers are exposed to health and safety risks during city elections; and

WHEREAS, the City of Clare desires to compensate their inspectors at a rate commensurate with the work they perform;

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves an increase in the hourly compensation rate for the precinct chairperson to be \$15.00 per hour; \$13.00 per hour for the precinct vice chairperson; and \$12.00 per hour for all other election inspectors; and

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

**The Resolution was introduced by Commissioner _____ supported by Commissioner _____.
The Resolution declared adopted by the following roll call vote:**

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 3rd day of October, 2022.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the City Commission
FROM: Jeremy Howard, City Manager
DATE: September 29, 2022
RE: Charitable Gaming License Resolution – Clare Wrestling Club

For the Agenda of October 3, 2022

Background. The Clare Wrestling Club has requested that the City Commission consider adopting a Resolution enabling them to apply for the issuance of a state Gaming License, thereby allowing their organization to conduct various fund-raising events to support the community wrestling program.

Issues & Questions Specified. Should the City Commission approve a Local Governing Body Resolution for Charitable Gaming License for the Clare Wrestling Club?

Alternatives.

1. Approve the resolution.
2. Do not approve the resolution.
3. Set aside decision regarding this matter to a later date.

Financial Impact. There is no direct fiscal impact for the City.

Recommendation. I recommend that the City Commission approve the attached Resolution 2022-092 supporting the Clare Wrestling Club's charitable gaming license submission to the State of Michigan Charitable Gaming Division.

Attachment.

1. Resolution 2021-092.



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

RESOLUTION 2022-092

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL 432.103(K)(ii))

At a regular meeting of the Clare City Commission
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on October 3, 2022
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from Clare Wrestling Club of Clare,
NAME OF ORGANIZATION CITY

county of Clare, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for approval.
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____



I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the Clare City Commission at a regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on October 3, 2022
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

Diane M. Lyon, Clare City Clerk

PRINTED NAME AND TITLE

202 West Fifth Street, Clare, MI 48617

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R6/09)

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Shannon M Sirpilla, Treasurer / Finance Director
DATE: September 29, 2022
RE: Treasurer's Report

For the Agenda of October 3, 2022

Property Taxes: Summer 2022 payments are still trickling in. Signed Winter 2022 L-4029 millage rate forms have been received from all taxing authorities within the last week and are now updated in BS&A for the December 1st Winter tax roll.

Lake Shamrock Reporting: All cancelled checks and reports for money allocated towards Lake Shamrock have been submitted to Treasury. This covers funds used from the beginning of the project, through fiscal year end June 30, 2022.

Wages:	\$ 23,581.90
Payroll Taxes:	\$ 1,656.39
Fringe Benefits:	\$ 14,469.85
Retirement:	\$ 6,593.20
Operating Supplies Capital Outlay:	\$264,894.88
Total	\$311,196.22

Lead & Copper Reporting: Invoices and spreadsheet for quarterly expenditures were submitted to Jeremy for submission to the State.

PRP Reporting: All documentation including cancelled checks, invoices, and reports were submitted to Dale for fiscal year end June 30, 2022, PRP reimbursements.

Fire Escrows:

- 406 E Fifth Street (China King) Property was confirmed that it's no longer a hazard. fire escrow check has been released and the owners are in the process of selling.
- 307 E Seventh Street (Residential) Paperwork was received from the insurance company. Diane and Jim put together an affidavit and sent it back to the insurance company, per the Michigan Fire Insurance Withholding program requirements.
 - Residential property is subject to 25% settlement escrow, not to exceed \$13,835 for calendar year 2022.

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: September 29, 2022
RE: City Manager's Report

For the Agenda of October 3, 2022

MDOT 5th Street (M-115) Project. MDOT is continuing work to resurface 1.2 miles of M-115 from Pioneer Parkway to Sunset Avenue (click for map), in the city of Clare. Update: Lane closures using flagman are currently underway. They did get a late start considering it was a Monday, September 26th start time originally. They are doing the joint repairs at the moment from the tracks heading west. They are currently working in the 300 block and should be in the 100 and 200 block of W. 5th by September 30th and will detour traffic down Maple to 4th St.

Public Land Sale. Recently the City received a letter from the Clare County Treasurer notifying us that 2 parcels of land, now owned by the County, are going up for bid that are contiguous to our property along Brookwood Drive. The parcels are similar to the property we currently own by Pettit Park along the river. I am including the information in case the City Commission desires to bid on the land to try and acquire it. The two parcels combined are less than .5 acres. It would be my recommendation that we do not try and acquire the land and that it will hopefully be bought by someone who will allow the parcels to be put back on the tax roll and generate tax revenue. However, if you disagree and would like staff to pursue placing a bid, we can certainly do that if that is the desire of the City Commission.

Clare Family Night Out. Family Night Out is on October 4th! There will be lots of fun activities, cool prizes, great food, and much more! This is a FREE family event so bring the whole family out to Clare on October 4th! There will be many participating businesses around town and under the tents in the Wood's Household parking lot that will have lots of fun games, prizes, food, activities, and much more! A full schedule of events and participants for this fun event are attached in the flyer below.

Sister City – Clare, England. Recently the City was contacted by Marty Johnson with the Clare County Historical Society with a proposal to start a Sister City relationship with Clare, England.

Clare England's History: Early in WWII, the US Navy sent the British Navy 50 old destroyers to retrofit and use against the Germans. The British renamed the ships for cities in both countries that shared common names. One ship, the USS Upshur, was renamed the HMS Clare. After the war, a delegation from the Royal Navy visited our city and presented us with items from the ship. The badge from the ship is across the street in City Park (picture attached). A ship's log they gave us has since disappeared and sadly, no one knows where it's gone.). Mr. Johnson is proposing an "informal" sister city arrangement and mostly it would allow a High School class from each city to connect and do most of the work allowing them to gain experience in municipal government workings as well as develop relationships with and learn more about their peers in Clare, England.

Below is some additional information and a proposal from Mr. Johnson on how the sister city relationship might work.

I contacted Emma Harrington, a teacher at Clare Michigan High School. She's excited and wants to have her 12th-grade history class take it on. As to next steps, here's what I will suggest:

- 1) *I will work with Ms. Harrington to contact a school in Clare, England to see if a class there wants to work with their city to make us a Sister City. If not, we can work directly with their mayor.*
- 2) *Students of Ms. Harrington will address our City Council to ask if we'd be willing to recognize Clare, England as a Sister City. They would provide their reasons.*
- 3) *Both cities create a Proclamation recognizing the relationship. There's a draft template available that we/you/I can customize.*
- 4) *The students send the Proclamation to England. Clare, England sends its Proclamation to our students. Maybe we include a local history book on Clare or something with our logo in our mailing. Maybe Pat or Jeremy can FaceTime with Clare, England students if they want it.*
- 5) *Our students attend a City Council and present the English Proclamation to our city. Media is invited. At the same time, the city shows off two roadside signs (for north & south of town) that will be installed now that the relationship is formalized.*
- 6) *Life goes on as usual.*

The above are just my initial ideas. I'd be happy to sit down with anyone from the city, perhaps with Ms. Harrington. Please let me know of any concerns or ideas.

Regards, Marty

Attachments:

1. Letter and Map From Clare County – Land for Sale.
2. Clare Family Night Out Flyer.
3. HMS Clare Ship Badge.



JENNY BEEMER-FRITZINGER

Clare County Treasurer

Janet Price—Chief Deputy

Kimberly Jackson, Renay Ehren & Jennifer Davis —Deputies

225 W. Main St
P.O. Box 564
Harrison, MI 48625
Tel. (989) 539-7801
Fax (989) 539-0866

09-19-2022

PUBLIC LAND SALE ANNOUNCEMENT

Notice to the Neighboring Owners:

Our office foreclosed on a piece of property that is near or adjacent to property you currently own. The property was foreclosed upon for unpaid 2019 and/or prior years property taxes. A detailed copy of the information pertaining to this property is enclosed. The same information can be found at www.tax-sale.info.

This letter is an attempt to notify all adjacent owners of the sale that will take place. The property will be sold to the highest bidder. The previous owner of the property does not have any right to redeem the property.

This will be a sealed bid auction and held **ONLINE ONLY**. Register online through the website, www.tax-sale.info.

If you are interested in purchasing this foreclosed property, or any other properties being offered, please register online at www.tax-sale.info and place your bid. There will be no live bidding. All bids must be placed in advance. All bids must be completed no later than **Friday October 28th 2022 at 5:00 p.m.**

If you have any questions, please feel free to contact my office at (989) 539-7801 or the auction company directly at 1-800-259-7470.

Sincerely,

Jenny Beemer-Fritzinger
Clare County Treasurer

Enc

Township Of:

Clare City

Parcel Number

051-200-036-00

051-200-037-00

Special Note's

**These two parcels of land are being sold together as one.

**These Parcels at times can be Marshy &/or Wet.

We recommend research be done.

ACREAGE

+/- Lot

Auction Number

1735

2022 Summer Tax

\$184.02

This Tax will be in addition to the purchase price.

Minimum Bid

\$200.00

Legal Description:

T17N R4W SEC 34
LOT 36 THOMAS DWYER SUB
ASSESSORS PLAT.

AND

T17N R4W SEC 34
LOT 37 THOMAS DWYER SUB
ASSESSORS PLAT.





FAMILY NIGHT OUT!

OCTOBER 4TH 3PM TO 7PM



AROUND TOWN

ACE HARDWARE OF CLARE

Turkey cookout along with pulled pork sliders & games!

BUCCILLI'S PIZZA OF CLARE

Buffet with drink special! 4:30-7:30

CLARE FAMILY FITNESS

Team building exercises, family workout, and obstacle course!

CLARABELLA FLOWER'S

Small potted plant!

DAIRY PHIL

Hotdogs, Hula-hoops, & Hopscotch

\$2 Hotdogs, Stop and Play!

THE WHITEHOUSE RESTAURANT

10% Off bill!

TIMEOUT TAVERN

\$1 Root beer floats!

COPS & DOUGHNUTS

\$1 Make & take doughnuts, thank you bags, & bracelets!

THE VENUE HOSTED BY 505 CAFE & THE TRAP DOOR

Receive a recipe card, then head to a station to create edible playdough!

BROOKWOOD ATHLETIC COMPLEX

Marching area bands showcase!

THE EVENING POST

Taco special, Shirley Temple special for kids, & Spiked Apple Cider special for adults!

RAY'S BIKE SHOP

Decorate your bikes with glow sticks for a guided bike ride through Clare. (For All Ages) Cookies afterwards!

RUCKLE'S PIER

Kids make their own pizza. Adults 1/2 off pizza!

CULA CAFE

Selfie scavenger hunt, food & drink specials!

ELAINE'S HAIR & NAILS

Gift bags containing a gift card, stickers, candy, & scrunchies!

PERE MARQUETTE DISTRICT LIBRARY

Special performance with "Lord of the Gourd", raffles, & take home crafts!

MAXWELL'S FLOWERS

Popcorn & candy specials!

CLARE COUNTY ARTS COUNCIL

Walking tour of art sculptures through town from 4-5 pm!

THE RED DOOR THRIFT STORE

Pop a balloon to win a prize or special sale price on items in store!

GATEWAY LANES

\$1 Bowling games, \$1 shoes, food & drink specials!

CLARE COUNTY TRANSIT

Free rides to Ace Hardware, Woods Household, & The Evening Post areas!

Wood's Household Parking Lot Area

MEMBERS FIRST CREDIT UNION

Handing out bags to carry items, games, & prizes!

CLARE UNITED METHODIST CHURCH

Free popcorn and hot chocolate!

JEFF CHADWICK (DETROIT LIONS LEGEND)

Signing autographs!

TKOE

Raffling off a \$50 TKOE gift certificate, a Christmas tree, & a toy package!

CLARE M.O.P.S PROGRAM

Decorate a pumpkin with stickers to take home! Will have a diaper changing station behind their table.

MI WORKS REGION 7B

Spin to win game & bag of candy!

COUNTY CLERK

Will have great information!

SCHUMACHER INSURANCE

Hosting corn hole game & gift bags containing candy & trinkets!

ENNIS CENTER FOR CHILDREN

Foster care information & activities for kids!

BETA SOLE FOUNDATION

In a snap photo booth & information for high schoolers!

LIBERTY MOUNTAIN

Free Halloween tickets, t-shirt giveaway, drawing for a food & beverage package, promotion for \$500 off a Wedding package, & a game for kids!

CONSUMERS ENERGY

A line truck & the Energy Efficiency Team giving away prizes/trinkets!

NORTHERN GATEWAY TAEKWONDO

Demonstrating martial arts, techniques, & board breaking!

MOBILE MEDICAL RESPONSE

Tour of ambulance & candy!

CLARE COUNTY ROAD COMMISSION

Bringing out a new road grader!

MCGUIRE CHEVROLET

Tow truck demonstration & treats!

JIM'S BODY SHOP

Car drop at 5:00!

CLARE COUNTY SHERIFF'S DEPARTMENT & RESERVES

Mounted Units, Dive Team, Marine Division, & More!

WCFX 95.3

Live Radio Broadcast, Entertainment, & More!

HOT DOG COOK OUT

Sponsored by Witbeck's Family Foods & The Patty Wagon!



THIS IS THE SHIP'S BADGE FROM HMS CLARE. IN 1940 THE U.S. SENT 36 OLD DESTROYERS TO ENGLAND UNDER OUR LEND-LEASE PROGRAM. THE USS UPSHUR WAS ONE OF THE FIRST TO SAIL.

THE BRITISH RENAMED HER IN HONOR OF OUR TOWN. FOR 3 WARTIME YEARS SHE GUARDED THE SEA LANE, PROTECTED THE VITAL SHIP CONVOYS, RESCUED SAILORS OF TORTURED SHIPS, AND HUNTED DOWN ENEMY SUBMARINES.

HMS CLARE TOOK PART IN THE NORTH AFRICA, SICILY, AND ITALY INVASIONS. ON NOV. 19, 1943 SHE ATTACKED AND PROBABLY SUNK A NAZI L'BOAT 130 MILES NORTH OF ORAN.

HMS CLARE WAS RETIRED FROM ACTIVE SERVICE IN 1945. IN 1955 A BRITISH DELEGATION CAME TO CLARE AND PRESENTED THE CITY WITH THIS BADGE AND A RECORD BOOK OF THE WWII HISTORY OF THE 36 OLD "FOUR-STACKERS."

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: September 29, 2022
RE: *Communications

For the Agenda of October 3, 2022

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of October 3, 2022.**

FOIA Requests & Responses: Clarissa Filhart amended response; DBS Attorneys at Law; and TWG Acquisitions.

Notice for Fire Escrow 307 E. 7th St.: The City provided a letter in response to a fire escrow notice under Michigan PA495.

Charter Line-up Change:

Charter Communications has announced changes to their channel line-up.

Attachments. As noted above.

Diane Lyon

From: TWG Acquisitions <acquisitions@thewarrengroup.com>
Sent: Friday, September 16, 2022 10:39 AM
To: TWG Acquisitions
Subject: Summer Tax Roll 2022 Follow Up
Attachments: Exporting Current Season Tax roll.pdf

Good morning,

I am following up on our recent request for your Summer Tax Roll for 2022 in the BS&A format. We cannot use the mortcomp format. The BS&A format will include the following files:

 ADJUST	Text Document
 INFO.EQ	EQ File
 LEGALS	Text Document
 NAMES	Text Document
 TAXES	Text Document
 VALUES	Text Document

If there are costs involved in acquiring this information, I will need to get those approved prior to receiving any files, so please first reply with the cost.

For your convenience, I have attached the export instructions for the information requested. The tax roll requested can be sent in a digital format to my email listed above or upload the file to <https://twg-acquisitions.wetransfer.com/>

Thank you for your time and assistance.

Best,
Christina

Christina Doucette
Parcel Acquisitions Coordinator



[The Warren Group, LLC](#)

2 Corporation Way | Suite 250 | Peabody, MA 01960

Direct: 617-896-5379 | cdoucette@thewarrengroup.com

[LinkedIn](#) | [Twitter](#) | [Facebook](#)

This communication is for its intended recipient only, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient or the employee or agent responsible for delivering this communication to the intended recipient, you are hereby notified that any unauthorized use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify The Warren Group



202 West Fifth Street, Clare, Michigan 48617
www.cityofclare.org
phone: (989) 386-7541 fax: (989) 386-4508

September 19, 2022

Robert Charles Davis
10 S. Main St., Ste. 401
Mt. Clemens MI 48043

Phone: 586-469-4300
Fax: 586-469-1755
rdavis@dbsattorneys.com

RE: Freedom of Information Act ("FOIA") Request Response

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated September 12, 2022, and received in this office on September 12, 2022, for public records is hereby Granted in part as some of the information requested does not exist. All existing, non-exempt information as it relates to Residential Solid Waste Services for the City of Clare is being provided at this time.

PART 1 -- FUNDING

1. If the residents of the municipality privately contract for Residential Solid Waste Services in the general market place or via a single hauler arrangement, please indicate yes. **Records do not exist.**
2. If applicable, please provide a copy of any millage that generates funding specifically to fund Residential Solid Waste Services. **Records do not exist.**
3. If applicable, please provide a copy of any special assessment district that generates funding specifically to fund Residential Solid Waste Services. **Records do not exist.**
4. If applicable, please provide a copy of any authorized fee charged to residents of the community by the local government specifically to fund Residential Solid Waste Services by way of a utility billing or otherwise. **Approved Fee & Rate Schedule Attached. Also available on City website www.cityofclare.org.**
5. If applicable, please provide a copy of any community member agreement wherein the municipality is a member of an established waste authority wherein the municipality pays the authority to fund Residential Solid Waste Services. **Records do not exist.**
6. If applicable, please provide a copy of any federal, state, or county grant monies that provides funding specifically to fund Residential Solid Waste Services. **Records do not exist.**
7. If applicable, please provide a copy of any interlocal agreement that provides funding specifically to fund Residential Solid Waste Services. **Records do not exist.**
If applicable, please provide a copy of any local ordinance that addresses a funding mechanism or a funding program specifically designed to fund Residential Solid Waste Services. **Ordinance Codes attached. Ordinance Codes available on city website www.cityofclare.org.**
8. If applicable, please provide any other document that evidence how funding is generated by the local government specifically designed to fund Residential Solid Waste Services. **See #4.**

The City of Clare is an Equal Opportunity Provider and Employer



PART 2 -- CONTRACTS

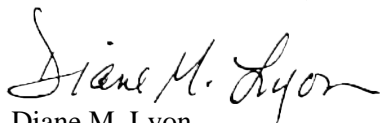
1. Copy of any local ordinance that governs the collection and/or disposal of residential solid waste, multi-family solid waste, commercial solid waste, yard waste or recyclables of any kind. **Ordinance Codes attached. Ordinance Codes available on city website www.cityofclare.org.**
2. Copy of any local contract between the local municipality and any service provider for the collection and/or disposal of residential solid waste, multi-family solid waste, commercial solid waste, yard waste or recyclables of any kind. **Copy of Residential Waste Hauler Contract attached.**
9. Copy of any local contract between the local municipality and any transfer facility or landfill disposal site used by the local municipality for the disposal of residential solid waste, multi-family solid waste, commercial solid waste, yard waste or recyclables of any kind. **Records do not exist.**
10. Copy of any Interlocal Agreement or Waste Authority Agreement that the local municipality has in place to manage the collection and/or disposal of residential solid waste, multi-family solid waste, commercial solid waste, yard waste or recyclables of any kind. **Records do not exist.**
3. Copy of any Host Community Agreement the local municipality has with any facility, transfer facility, disposal facility or landfill relating to the collection and/or disposal of residential solid waste, multi-family solid waste, commercial solid waste, yard waste or recyclables of any kind.
4. **Records do not exist.**

A copy of this request will be kept on file for no less than one (1) year.

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org. A copy of this request will be kept on file for no less than one (1) year.

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

- (1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit's final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney's fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of \$500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
- (2) Submit to the City Manager a written appeal that specifically states the word "**appeal**" and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.



Diane M. Lyon
City Clerk & Freedom of Information Coordinator

The City of Clare is an Equal Opportunity Provider and Employer



September 22, 2022

CITY HALL

Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

Clarissa Filhart
9088 N. Leaton Rd.
Clare, MI 48617

RE: 2022-064 Public Records Request to review one race of November 3, 2020 tabulated ballots

Dear Ms. Filhart:

**DEPARTMENT OF
PUBLIC WORKS**

Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

This letter is in response to your Public Records Request dated September 15, 2022. Your request to review, without touching, all tabulated ballots from the November 3, 2020 Election for the City of Clare, Michigan is hereby granted.

UTILITY BILLING

Ph 989.386.7541 x201

Pursuant to MCL 15.234 and the City of Clare's FOIA policy, a public body may charge a fee for labor associated with fulfilling a Freedom of Information Act request when failure to do so will result in unreasonably high costs to the public body that are excessive and beyond the normal or usual amount for those services compared to the public body's usual FOIA requests. Because only a Clerk or another person deputized and authorized by a Clerk may legally handle election records, it will be necessary for me or one of my staff to assist you in your inspection of the ballots.

W/WWT PLANT

Ph 989.386.2321
Fx 989.386.2387

The Freedom of Information Act requires that the amount charged be equal to the salary of the lowest paid employee capable of doing the work plus up to 50% of benefits. In this case, that is \$22.00 per hour. To process your request, the City of Clare estimates a FOIA processing fee of **\$192.10** to search for, retrieve, review, separate and examine material, and be present and assisting during your inspection of the requested records. The total estimated fee will be based upon the following time estimates:

**POLICE DEPT.
NON-EMERGENCY**

Ph 989.386.2121
Fx 989.386.0440

Rate per minute= .3666

	Estimated Time		Cost Total
Locate and Compile	150 Minutes	150 Increments	\$54.99
Review/Examine 1496 Ballots 1 race only:	15 seconds per ballot	374 Increments	\$137.11
			Estimated Total \$192.10
50% Deposit			Deposit \$96.05
			Bal. Remaining \$96.05

**FIRE DEPT.
NON-EMERGENCY**

Ph 989.386.2151
Fx 989.386.3020

Pursuant to MCL 15.234(8) a public body may require a 50% good-faith deposit if the entire fee estimate exceeds \$50.00. Accordingly, the City of Clare requires a deposit in the amount of **\$96.05**. Pursuant to MCL 15.234(14) this deposit must be received by Monday, November 7, 2022, otherwise this request will be considered abandoned, and the City of Clare will not be required to fulfill the request. Under Section 10a of the Freedom of Information Act, you have the right to appeal the fee to the head of the public body. Upon receipt of the deposit, we will begin locating and compiling the requested records and will contact you at the telephone number you provided to schedule a date and time for you to inspect the requested records. The City of Clare estimates a processing time of 10 business days after receipt of payment.

**PARKS &
RECREATION**

Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT

Ph 989.386.0445
Fx 989.386.4508

Sincerely,

Diane M. Lyon
Clare City Clerk & FOIA Coordinator

**NOTICE TO MUNICIPALITY
AS REQUIRED UNDER PUBLIC ACT 495**

DATE OF NOTICE: 9-14-22

**FROM: Chenard & Osborn
971 Spaulding Ave SE Suite B**

**TO: City of Clare
Attn: Shannon Sirpilla
202 W. 5th**

**ATTN: Ada MI 49301
Scott Whaley, CPCU**

Clare MI 48617

FOR: Fremont Insurance Company

**CLAIM NO: 22-15913
DATE OF LOSS: 9-7-22**

AMOUNT WITHHELD (Expected): PENDING

**PROPERTY LOCATION: 307 E. 7th
Clare MI**

NAME & ADDRESS OF INSURED:

**Singh
307 E. 7th
Clare MI**

In accordance with Michigan Public Act 495 Michigan Insurance is withholding the amount shown above.

You will be deemed to have received this notice of withholding two business days
after the date of mailing by this company or on 9-14-22

The insurance company will forward to you the withheld amount upon receiving an affidavit from the chief fire official (or other representative) that the insured real property violates existing health and safety standards. This affidavit must be delivered or postmarked within 15 days after you receive this notice of withholding. In determining the 15 days, the date of receipt of this notice by you will be excluded and the date of receipt by us will be included. If the 15 day falls on a Saturday, Sunday, or holiday, it will be considered to be the next business day.

This affidavit should be mailed to this writer at the address shown above.

This affidavit must be sent to:

- A. The Insured
- B. The first mortgagees, and
- C. In the case of judgments, the court in which judgment was entered.

If we do not receive an affidavit within the prescribed time limits, you will no longer be entitled to claim the withheld funds. The withheld funds will immediately be sent to the named insured even if they are still in our possession when we receive an affidavit.



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

September 22, 2022

CITY HALL

Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

Chenard & Osborn
c/o Scott Whaley, Fremont Insurance Co.
971 Spaulding Ave SE Ste. B
Ada, Mi 49301

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

Re: Claim Number: 22-15913; DOL: 09-07-22; Insured: Singh;
307 E. Seventh St, Clare, Michigan 48617

Dear Mr. Whaley:

UTILITY BILLING

Ph 989.386.7541 x201

Please find enclosed a Sworn Affidavit from our municipal Fire Chief, Jim Chapman, attesting that the insured's real property currently violates health and safety standards. We are therefore asserting our rights under PA 495, Section 2845 of the Michigan Insurance Code to hold, in an escrow account at Huntington Bank, an amount equal to 25% of the residential property settlement up to a maximum of \$12,262.00, to be withheld until renovation improvements or demolition and clean-up have been completed.

W/WWT PLANT

Ph 989.386.2321
Fx 989.386.2387

POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121
Fx 989.386.0440

Please forward the funds to be held in an escrow account to the attention of:

Shannon Sirpilla
City Treasurer
202 West Fifth Street
Clare MI 48617

FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151
Fx 989.386.3020

Phone: 989-424-4069
Fax: 989-386-4508
Email: ssirpilla@cityofclare.org

PARKS & RECREATION

Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT

Ph 989.386.0445
Fx 989.386.4508

Sincerely,

Diane M. Lyon
Clare City Clerk



GENERAL AFFIDAVIT

As a resident in the County of Clare within the State of Michigan, City of Clare Fire Chief James Chapman personally appeared before me, the undersigned Notary, and made his sworn testimony in a general affidavit, that the following statement is completely factual and true to the best of his belief and knowledge.

Statement

I, James Chapman, Fire Chief of the City of Clare, assert that the single-family residence located at 307 E. Seventh Street, Clare Michigan, sustained heavy fire damage on September 6, 2022, Incident # 22-00170 and the structure, as it currently exists, violates existing health and safety standards.

Affiant Signature: James Chapman

Name and title: James Chapman, City of Clare Fire Chief

Date Signed: the 22nd of September, 2022

Sworn and subscribed before me on this day, the 22nd of September 2022 .

DIANE M. LYON
NOTARY PUBLIC, MICHIGAN
COUNTY OF CLARE
My Commission Expires Aug. 17, 2026
Acting in the County of CLARE



Diane M. Lyon

Notary Public



September 22, 2022



84 T1 P1 *****AUTO**ALL FOR AADC 480

City of Clare
202 W. Fifth Street
Clare, MI 48617-1490

Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

This letter will serve as notice that on or around October 23, 2022, Spectrum Mid-America, LLC ("Spectrum"), will add the following channel to the Clare, MI channel line-up serving your community.

- **The Word Network HD** on SPP Select Tier, channel 156. **The Word Network HD** is the largest African-American religious network in the world. Over the past twenty years the network has gained recognition as the network of choice by featuring ministries, an informative Christian focused television lineup and gospel music.

To view a current Spectrum channel lineup visit www.spectrum.com/channels.

If you should have any questions about this change, please feel free to contact me at (906) 553-7866.

Sincerely,

A handwritten signature in blue ink that reads "Joan Movrich".

Joan Movrich
Manager - State Government Affairs, Michigan
Charter Communications



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 09/21/2022 - 10/17/2022 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
AARON MONTNEY	09272022	SOCCER COACH FEE WAIVER	10/04/2022	10/04/2022	35.00
ACE HARDWARE	96052	JOINT COMPOUND	10/04/2022	10/04/2022	8.99
ALERT-ALL CORP	222090303	HATS & SAFETY KITS: FIRE PROT	10/04/2022	10/04/2022	1,545.00
AMAZON CAPITAL SERVICES	1JH3-MG3N-6G1	3V LITHIUM BATTERIES (4 12PKS	10/04/2022	10/04/2022	134.76
AMAZON CAPITAL SERVICES	16CH-VNWX-4MN	TONER - CLERK	10/04/2022	10/04/2022	158.83
AMAZON CAPITAL SERVICES	1KH7-TPWD-VR6	POLICE PATROL BAG	10/04/2022	10/04/2022	84.98
ANDREW DYSINGER	09272022	SOCCER COACH FEE WAIVER	10/04/2022	10/04/2022	40.00
ASCAP	500581581826	LICENSE FEES: JAN 2022-SEPT 2	10/04/2022	10/04/2022	410.25
AT&T MOBILITY	28730287429X0	FIRSTNET JIM CHAPMAN AUG/22	10/04/2022	10/04/2022	24.01
AWOL, INC	SEPTEMBER 202	JANITORIAL SERVICES: SEPT. 20	10/04/2022	10/04/2022	3,162.00
BILL'S CUSTOM FAB INC	72391	CHANNEL, FLTBAR, PLATE & LAB	10/04/2022	10/04/2022	288.16
BRAD DAVIS	09272022	SOCCER COACH FEE WAIVER	10/04/2022	10/04/2022	35.00
BS & A SOFTWARE	143324	GOV ACC'T WEBINAR SIRPILLA	10/04/2022	10/04/2022	150.00
CALEB ROWELL	09272022	SOCCER COACH FEE WAIVER	10/04/2022	10/04/2022	40.00
CLARE COUNTY TREASURER	09262022	TRAILER PARK FEES 7/22- 9/22	10/04/2022	10/04/2022	615.00
CLARE HARDWARE	431634	GALVANIZED PARTS FOR CLARIFIE	10/04/2022	10/04/2022	9.98
CLARE HARDWARE	431739	COUPLING, BUSHING FOR BOOSTER	10/04/2022	10/04/2022	12.48
CLARE HARDWARE	430481	KEY, KEY CAPS, SODIUM BULB	10/04/2022	10/04/2022	30.17
CLARE HARDWARE	430025	KEY, PADLOCK	10/04/2022	10/04/2022	27.76
CLARE HARDWARE	430482	SODIUM BULB RETURN, HALIDE E	10/04/2022	10/04/2022	-2.00
CLARE HARDWARE	431509	AA BATTERIES	10/04/2022	10/04/2022	23.99
CLARE HARDWARE	431772	ADAPTERS; NIPPLES; VALVE: 403	10/04/2022	10/04/2022	41.45
CLARE HARDWARE	431562	PVC PIPE (3"X10'); 3" TEST PI	10/04/2022	10/04/2022	39.48
CONSUMERS ENERGY	203855282243	327 BROOKWOOD DR (08/10/22-09	10/03/2022	10/03/2022	90.60
CONSUMERS ENERGY	203944269458	501 FOREST AVE (08/09/22-09/0	10/03/2022	10/03/2022	46.99
CONSUMERS ENERGY	204033255257	315 W. FIRST ST (08/09/22-09/10	10/03/2022	10/03/2022	294.37
CONSUMERS ENERGY	204834176396	396 SHAMROCK CT (08/09/22-09/10	10/03/2022	10/03/2022	29.41
CONSUMERS ENERGY	201363560547	303 PINECREST ST (08/12/22-09	10/05/2022	10/05/2022	117.85
CONSUMERS ENERGY	203499331752	813 INDUSTRIAL DR (08/18/22-0	10/11/2022	10/11/2022	29.27
CONSUMERS ENERGY	203499331756	405 MAPLE ST (08/18/22-09/18/10	10/11/2022	10/11/2022	343.19
CONSUMERS ENERGY	203499331758	510 N MCEWAN ST (08/18/22-09/10	10/11/2022	10/11/2022	55.02
CONSUMERS ENERGY	203499331771	507 S MCEWAN ST (08/18/22-09/10	10/11/2022	10/11/2022	32.32
CONSUMERS ENERGY	203232376700	10242 S CLARE AVE (08/18/22-0	10/11/2022	10/11/2022	31.07
CONSUMERS ENERGY	204567219898	820 CEDAR ST (08/18/22-09/18/10	10/11/2022	10/11/2022	33.55
CONSUMERS ENERGY	204656200953	1532 N. MCEWAN ST (08/18/22-0	10/11/2022	10/11/2022	228.62
CONSUMERS ENERGY	204656201101	610 W WHEATON AVE #1 (08/18/2	10/11/2022	10/11/2022	29.27
CONSUMERS ENERGY	2046656200954	696 POINT DR (08/18/22-09/18/10	10/11/2022	10/11/2022	39.51
CONSUMERS ENERGY	204656200957	700 SCHOOLCREST AVE (08/18/22	10/11/2022	10/11/2022	31.75
CONSUMERS ENERGY	204656200958	820 SCHOOLCREST AVE (08/18/22	10/11/2022	10/11/2022	48.79
CONSUMERS ENERGY	204656200959	604 SCHOOLCREST AVE (08/18/22	10/11/2022	10/11/2022	32.59



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 09/21/2022 - 10/17/2022 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
CONSUMERS ENERGY	204656200960	500 SCHOOLCREST AVE (08/18/22	10/11/2022	10/11/2022	29.27
CONSUMERS ENERGY	204923180713	231 WILCOX PKWY (08/18/22-09/10/11/2022	10/11/2022	10/11/2022	53.09
CONSUMERS ENERGY	204923180714	221 WILCOX PKWY (08/18/22-09/10/11/2022	10/11/2022	10/11/2022	35.77
CONSUMERS ENERGY	204923180717	332 WITBECK DR (08/18/22-09/110/11/2022	10/11/2022	10/11/2022	39.66
CONSUMERS ENERGY	206079989814	1603 N MCEWAN ST (08/18/22-09/10/11/2022	10/11/2022	10/11/2022	77.73
CONSUMERS ENERGY	201986486969	203 W 4TH ST (08/18/22-09/18/10/11/2022	10/11/2022	10/11/2022	172.55
CONSUMERS ENERGY	206079989815	1525 N MCEWAN ST (08/18/22-09/10/11/2022	10/11/2022	10/11/2022	358.70
CONSUMERS ENERGY	206079989816	305 W STATE ST (08/16/22-09/110/11/2022	10/11/2022	10/11/2022	33.84
CONSUMERS ENERGY	203232376730	3333 DUNLOP RD (08/18/22-09/110/11/2022	10/11/2022	10/11/2022	324.09
CONSUMERS ENERGY	204211261713	202 W FOURTH ST (08/18/22-09/10/11/2022	10/11/2022	10/11/2022	83.12
CONSUMERS ENERGY	204211261718	202 W 5TH ST (08/17/22-09/17/10/11/2022	10/11/2022	10/11/2022	697.75
CONSUMERS ENERGY	204211261719	207 W 5TH ST (08/18/22-09/18/10/11/2022	10/11/2022	10/11/2022	1,003.01
CONSUMERS ENERGY	204211261720	601 W 5TH ST (08/18/22-09/18/10/11/2022	10/11/2022	10/11/2022	30.10
CONSUMERS ENERGY	204211261721	416 W 5TH ST (08/18/22-09/18/10/11/2022	10/11/2022	10/11/2022	40.34
CONSUMERS ENERGY	202520425389	500 BEECH ST (08/18/22-09/18/10/11/2022	10/11/2022	10/11/2022	27.72
COUNTY WIDE SEPTIC, LLC	117097	PORTA JON SOCCER COMPLEX 9/13/10/04/2022	10/04/2022	10/04/2022	200.00
DENNIS GUERRIERO	09282022	MILEAGE REIMBURSEMENT DEPOT E10/04/2022	10/04/2022	10/04/2022	106.25
DOG WASTE DEPOT	506821	DOG WASTE BAGS 10/04/2022	10/04/2022	10/04/2022	69.99
ELMER'S CRANE AND DOZEH	655010	2 BLK LEGO LARGE BLOCKS - LK 10/04/2022	10/04/2022	10/04/2022	130.00
ETNA SUPPLY	S104510864.00	UPPER PENT PLUG LIDS; COUPLIN10/04/2022	10/04/2022	10/04/2022	1,772.39
FIRST NATIONAL BANK OF	7936 10192022	SIMMER ICE PACKS, STOPWATCH, 10/04/2022	10/04/2022	10/04/2022	482.19
FIRST NATIONAL BANK OF	3680 10192022	HOWARD DDA MUSIC 10/04/2022	10/04/2022	10/04/2022	31.95
FIRST NATIONAL BANK OF	8077 10192022	MICROSOFT LICENSE, GOV. FIN. 10/04/2022	10/04/2022	10/04/2022	91.50
FISHER SCIENTIFIC CO IN	6305325	ROSOLIC ACID 10/04/2022	10/04/2022	10/04/2022	260.16
FISHER SCIENTIFIC CO IN	6305326	PETRI DISH PADS 10/04/2022	10/04/2022	10/04/2022	97.85
FUSSMAN DESIGNS	27446	PARKING SIGN DECALS INSTALLE10/04/2022	10/04/2022	10/04/2022	100.00
GARY L TODD	10042022-GT	AIRPORT MANAGER SERVICES 10/04/2022	10/04/2022	10/04/2022	1,300.00
HEATHER GHENT	09272022	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	40.00
IDEXX DISTRIBUTION CORI	311469037	QUANTI-CULT 10/04/2022	10/04/2022	10/04/2022	300.31
IDEXX DISTRIBUTION CORI	3114569036	GAMMA IRRAD COLILERT 10/04/2022	10/04/2022	10/04/2022	1,447.28
IZAK POST	09272002	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	35.00
JAMES WINKLER	09272022	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	40.00
JOY SIMMER	09222022 MILE	REIMBURSE MILEAGE: 8/23-9/20/10/04/2022	10/04/2022	10/04/2022	14.13
KASEY THREN	09272022	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	40.00
KELSEY MCCONNELL	09272022	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	40.00
LEANN WELCH	09272022	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	40.00
LINDSEY BAUER	09272022	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	35.00
MARC SCHREIBER	09272022	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	70.00
MATT CONNER	92722	SOCCER COACH FEE WAIVER 10/04/2022	10/04/2022	10/04/2022	35.00



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 09/21/2022 - 10/17/2022 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
MAURER'S TEXTILE RENTAL	2605285	YODER UNIFORMS - DPW	10/04/2022	10/04/2022	33.85
MAURER'S TEXTILE RENTAL	2608434	YODER UNIFORMS - DPW	10/04/2022	10/04/2022	33.85
MCNEILLY MANGEMENT LLC	OVERPAYMENT C	UB refund for account: 5THW-C	09/28/2022	10/04/2022	64.23
MICHIGAN PIPE & VALVE	M005665	8 1" STEEL RISERS; 4 H ADJ RI	10/04/2022	10/04/2022	3,336.00
MID MICHIGAN PEST CONTI	390349	MONTHLY PEST CONTROL POLICE	10/04/2022	10/04/2022	125.00
MILL BROOK WATER COMPAN	9562	BOTTLED WATER: 6 5GAL JUGS -	10/04/2022	10/04/2022	43.50
MWEA	E30911	MEMBER DUES - DALE CLARK	10/04/2022	10/04/2022	160.00
NATE WARNER	09272022	SOCCER COACH FEE WAIVER	10/04/2022	10/04/2022	40.00
NATIONAL INSURANCE SERV	1519950	OCTOBER 2022 PREMIUM	10/04/2022	10/04/2022	2,401.34
NORTHERN MICHIGAN LIFT	074445	TWO MOVE LIFTS - POLICE DEPT	10/04/2022	10/04/2022	1,200.00
PAT HUMPHREY	10042022-PH	ELECTRONIC COMMUNICATION SERV	10/04/2022	10/04/2022	25.00
PERCEPTIVE CONTROLS INC	15702	COMBINING PROJECT DOCS & REMC	10/04/2022	10/04/2022	337.50
R.W. MERCER CO. INC.	215066	DSL INTERSTITIAL SENSOR TESTI	10/04/2022	10/04/2022	231.00
ROBERT BONHAM	10042022-RB	ELECTRONIC COMMUNICATION SERV	10/04/2022	10/04/2022	25.00
SEITER BROTHERS LUMBER	93364	CITY HALL WINDOWS (RES. 2022-	10/04/2022	10/04/2022	9,614.68
SPECTRUM	0058568091622	CABLE SERVICES PUBLIC SAFETY	10/04/2022	10/04/2022	168.55
STAPLES	351789915	RETURN HDMI SPLITTER	10/04/2022	10/04/2022	-64.99
STAPLES	3517812541	2 APC BACKUPS	10/04/2022	10/04/2022	120.52
STATE CHEMICAL SOLUTION	902618420	CUBE 2-6 COSTAL DREAMS	10/04/2022	10/04/2022	199.47
TRACE ANALYTICAL LABOR	2090651	SAMPLE HANDLING, STORAGE & DI	10/04/2022	10/04/2022	290.00
USDA RURAL DEVELOPMENT	09282022	SANITARY SEWER SYSTEM 92-08 I	10/04/2022	10/04/2022	26,889.42
WITBECK'S FAMILY FOODS	431910	AIR FRESHENER	10/04/2022	10/04/2022	17.98
WITBECK'S FAMILY FOODS	281001	FIRST AID SUPPLIES	10/04/2022	10/04/2022	21.54
Sub Total:					63,528.64



PAYABLES REPORT FOR COMMISSIONERS

POST DATES 09/21/2022 - 10/03/2022 JOURNALIZED PAID BANK CODE: CONSO - CHECK TYPE: PAPER CHECK

VENDOR	VENDOR ID	INVOICE #	DESCRIPTION	POSTING DATE	AMOUNT
ISABELLA COUNTY EQUALI	2316	09.28.22	ISABELLA SHAPE FILES	09/28/2022	105.00
MERCANTILE BANK OF MIC	3784	9.16.22	LOAN #4510156799	09/26/2022	81,925.00
TEAMSTERS LOCAL #214	1855	AUGUST 2022	AUGUST 2022 DUES: SUPERVISOR	09/22/2022	627.00
YI KE HUANG	MISC	09202022	FIRE LOSS INSURANCE ESCROW FI	09/21/2022	65,954.42
					148,611.42
				OPEN INVOICE TOTAL:	<u>63,528.64</u>
				Grand Total:	<u>212,140.06</u>

COMMISSION APPROVAL:

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: September 29, 2022
RE: *Professional & Education Training Opportunities

For the Agenda of October 3, 2022.

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of October 3, 2022.**

Commissioners are encouraged to attend educational and training events. Please submit the attached Professional Development Training Request to the City Clerk if you are interested in attending any educational or training event(s).

1. Michigan Municipal League Upcoming Events. The MML also provides many opportunities for training and professional development to include a vast selection of webinars available for viewing. The current offerings are attached for review & consideration.
2. American Planning Association-Michigan Chapter. The Michigan APA likewise offers training sessions and onsite workshops for city officials. If you are interested in having the City host an onsite workshop, please contact the City Clerk. The most current opportunities for professional development are attached for your consideration.

Attachments: as outlined above.

Clearly another way of life.



CITY OF CLARE
Professional Development Training Request

Today's Date: _____

Your Name & Title: _____

Name of Training Event: _____

Location of Training Event: _____

Date(s) & Times of Training Event: _____

If you are required to sign up for break-out sessions, which break-out sessions & times would you like to attend:

Do you have and special food requirements (if the event is serving food)?

Will you need a city vehicle to attend this event? Yes No
(If the answer is no, a mileage reimbursement form will be provided)

Will you need overnight accommodations? Yes No

Do you have special needs regarding accommodations? _____

Please return this completed form to: Diane Lyon, City Clerk
202 W. Fifth St.
Clare, MI 48617
Or you may email the form to: dlyon@cityofclare.org

Training/Events >>>

Jump to...

- [League Calendar](#)
- [Convention](#)
- [Capital Conference](#)
- [U.P. Education Summit](#)
- [On-Site Programs](#)
- [Elected Officials Academy](#)
- [Leading Edge](#)

Resources

- [Speaker Resources](#)
- [Newly Elected Officials](#)

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League Calendar

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[Training Registration Policies>](#)

[Convention Registration Policies>](#)

[Capital Conference Registration Policies>](#)

For **Human Resources-related trainings and seminars**, League members can attend programs hosted by the American Society of Employers (ASE) at the ASE member rate. Visit www.aseonline.org for a calendar of their events.

DATE	EVENT	LOCATION
2022		
Sep 22	LEAGUE EVENT: Wetlands Protection Workshop: Focus on Local Wetland Protection Options – Part 2, Option B	Lansing
Sep 28	LEAGUE EVENT: 2022 TAMC 20-Year Celebration and Conference	Traverse City
Oct 3	LEAGUE EVENT: Live with the League	Virtual
Oct 4	LEAGUE EVENT: MI Green Communities & MICHAP	Virtual
Oct 5	LEAGUE EVENT: Making Sure Your Community Offers a Fair Shot at Wellbeing	Virtual
Oct 13	Municipal Law Program	Lansing
Oct 17	LEAGUE EVENT: Live with the League	Virtual
Oct 19-21	LEAGUE EVENT: Convention	Muskegon
Oct 31	LEAGUE EVENT: Live with the League	Virtual
Nov 14	LEAGUE EVENT: Live with the League	Virtual
Nov 28	LEAGUE EVENT: Live with the League	Virtual
Nov 30	LEAGUE EVENT: Newly Elected Officials Training	Lansing
Dec 8 & 15	LEAGUE EVENT: Newly Elected Officials Training	Virtual
Dec 12	LEAGUE EVENT: Live with the League	Virtual
2023		

More to Explore on mml.org...



[Coronavirus Resources](#)



Follow Us On...     

Jan 12	LEAGUE EVENT: Newly Elected Officials Training	Ann Arbor
Jan 21	LEAGUE EVENT: Newly Elected Officials Training	Virtual
Apr 18-19	LEAGUE EVENT: CapCon	Lansing
Oct. 18-20	LEAGUE EVENT: Convention	Traverse City
2024		
Mar 12-13	LEAGUE EVENT: CapCon	Lansing
Sept 11-13	LEAGUE EVENT: Convention	Mackinac Island
2025		
Sep 15-19	LEAGUE EVENT: Convention	Grand Rapids

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Webinar: MI Green Communities & MICHAP

MDHHS Michigan Climate Health Adaptation Program (MICHAP), the Michigan Green Communities Program, and EGLE's Catalyst Communities
Oct. 4, 2022, 12:00 PM
Zoom

Public health and urban planning have a shared history and common goals. As Michigan faces more extreme weather events and a changing climate, local governments should consider how climate and health intersect and how that shows up in local policies, planning, and zoning. Health in All Policies is a collaborative approach to improving the health of all people by incorporating health considerations into decision-making across sectors and policy areas (CDC).

This workshop, presented by the MDHHS Michigan Climate Health Adaptation Program (MICHAP), the Michigan Green Communities Program, and EGLE's Catalyst Communities program, will give participants a chance to apply a climate health lens to their work. This virtual workshop is intended for county/municipal staff and officials in Michigan.

Cost per person:

FREE

Registration:

Click [here](#) to register for the webinar.

When: 10/4/2022 - 10/4/2022

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Webinar: Serve MI City

Making Sure Your Community Offers a Fair Shot at Wellbeing **Oct. 5, 2022, 2:00 PM** **ZOOM**

People are instinctively driven to fulfill their basic needs such as hunger and thirst, but our needs go beyond that. Everyone, including your residents, are driven to be connected to others, feel safe, and have predictability and influence. Well being encompasses all these drives and is essential to weathering challenges and having health and hope. When a community's structures, policies, practices, and culture are intentionally aligned to support access to well being, they work with, instead of against, the needs and desires of residents. A community with a well being orientation focuses on supporting access to well being throughout systems.

Is your community well being-oriented?

In this session, the Full Frame Initiative (FFI) will introduce concepts of a well being orientation. This orientation can support new ways of thinking about and addressing problems. This two-hour virtual workshop will be an interactive experience. Expect active dialogue and the chance to practice with tools that demonstrate how a well being orientation can build an environment that supports the essential needs and experiences of your residents.

By the end of the workshop, attendees will:

1. Understand key aspects of The Five Domains of Well being and how systems force unsustainable tradeoffs that undermine access to well being
2. Examine existing narratives and challenge the assumptions that frame problems and solutions
3. Identify ways to determine what matters to individuals and communities, and leverage partnerships in planning and implementation to mitigate potential harms
4. Explore the connection between well being and procurement, specifically as it pertains to ARPA and IIJA funds
5. Hear examples of places and fields where the well being orientation has been a game changer
6. Leave with tools and tips to apply well being principles in your work

Cost per Person:

FREE

Registration:

Click [here](#) to register for the webinar

When: 10/5/2022 - 10/5/2022

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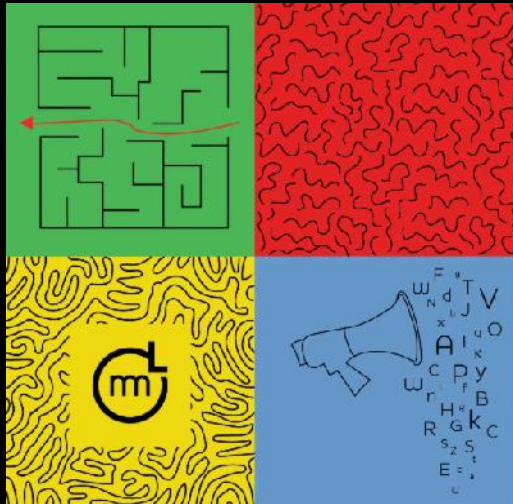
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Diane Lyon

From: Michigan Municipal League <events@mml.org>
Sent: Friday, September 23, 2022 10:16 AM
To: Diane Lyon
Subject: Speaker Lineup Set for 2022 Convention – Still Time to Register



MICHIGAN MUNICIPAL LEAGUE
CONVENTION2022

Oct 19-21, 2022

#mmlconv

MSNBC's Symone D. Sanders-Townsend Coming to Convention; Hotel Room Blocks End Oct. 1



The speakers for our main stage at Convention 2022 in Muskegon are now in place, and it's a lineup you won't want to miss. But time is running out to register online and to get a discounted room in our **newly expanded hotel blocks**.

Under the theme "Turn the Page: Local Leaders Shaping the Future," Convention general sessions will address the challenges of our housing market, the role of public service in today's political landscape, strengthening your community through music, and thoughts from pundits on both sides of the political aisle about the upcoming November election. These sessions are sure to inform and inspire you!

Don't miss out on the action – register before our hotel discounts end October 1 and before online registration ends Oct. 10.

[Register Now](#)

Here is a closer look at our general sessions



Everyone is talking about the housing market.

Chat with Brenda Harris, a well-known realtor and short-term rental business owner. Brenda will join the MML's Selma Tucker for the inside scoop on the issues real people and their communities care about—attainable and affordable housing, new supply, funding, and—yes—short-term rentals. You might be surprised by what she has to say.



MSNBC show host Symone D. Sanders-Townsend is coming to Convention!

You may know Symone from her time serving on the Presidential campaigns for Bernie Sanders and President Joe Biden, or maybe you've read her book, "No, You Shut Up: Speaking Truth to Power and Reclaiming America." She was the former chief spokesperson and senior advisor for Vice President Kamala Harris and now hosts her own show, "Symone," airing on MSNBC. Hailing from North Omaha, Nebraska, Symone shares her journey in a way that's inspirational for all.



Michigan has a special relationship with music.

Motown was created in Detroit. Bob Seger, Eminem, Aretha Franklin, Stevie Wonder, The White Stripes, Madonna, Diana Ross, Kid Rock, Smokey Robinson, and many other marquee names were born and raised in one of our communities. How can music help bring us together when we feel so far apart? Answers and more at this lively interactive general session .



The November general election is right around the corner.

So we're gathering a panel of political experts to talk about the election, give some of their predictions, discuss key races, and examine ballot issues members care the most about. This is your chance to ask the media and political experts your burning questions.

[Convention Agenda](#)

[Speaker Page](#)

Special Luncheon with Symone

MBC-LEO members and Urban Core Mayor city staff—elected and appointed—who are attending Convention are invited to a luncheon and close conversations with Symone.

Not an MBC-LEO member yet? Fill out [this form](#) and attach it to an email to registration@mml.org with your request to attend the luncheon.

Already an MBC-LEO member or Urban Core Mayor city staff? Simply email registration@mm.org with your request to attend the luncheon.

Special Luncheon with Symone

PLATINUM



Conferences and Events

The Michigan Association of Planning's education programs provide participants with the skills and knowledge to make good land use decisions. Our instructors enable new community planning officials to better understand their roles and responsibilities, reacquaint experienced officials with current planning tools and techniques, provide the professional planner with professional development opportunities, and broaden urban planning students knowledge of statewide best practices.

Annual Training Programs

Planning Michigan Conference

- MAP's premiere, annual educational event
- General sessions, national experts, breakouts, mobiles, networking, basic and advanced courses
- #1 source of best planning practices in Michigan
- Click [here](#) for information about this year's conference.

Student Conference

- MAP is dedicated to supporting student development in the planning profession

Quick Links

[Planning Michigan Registration](#)

[Thank you Corporate Members](#)

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Upcoming Events

Thu Oct 6, 2022

[Walktober 2022](#)

Category: Other Events

Wed Oct 12, 2022

[Planning Michigan Conference 2022](#)

Category: MAP Events

Tue Nov 15, 2022

[Virtual Planning Conference](#)

Category: MAP Events

Wed Nov 30, 2022

- Connects the future generation of planners from 8 Michigan universities to seasoned planners and state land use leaders
- Student led and managed, the event attracts more than 125 students annually.
- Click [here](#) for information about this year's student conference.

Specialty Programs

- **Spring Institute** - Recent topics have included: Social Equity Aging in Place, Climate Adaptation, as well as Entrepreneurs and Economic Development
- **Transportation Bonanza** - Safe Routes to School implementation, multi-modal transportation
- **MAP Reads** - Every other month group meets to discuss a planning-related text. Click here to see the current and past discussion topics.
- **Regional Workshops** - Each spring, MAP brings our workshops for officials to communities across the state.

On-Site Workshops

Our On-Site Program offers a menu of topics to choose from with the option to customize programming for your community's needs.

- These programs come to you! We deliver the instructor and curriculum, you coordinate invitations and the facility: cost effective training convenient and close to home.
- Topics include Planning and Zoning Essentials, Site Plan Review, Zoning Board of Appeals, Zoning Administration, Planning for Health, Capital Improvements Programs, and more.
- Click [here](#) for more information.

[Writing a Better RFP: Get the Team – and the Results! – Your Community Wants](#)

Category: MAP Events

Wed Feb 22, 2023

[Transportation Bonanza 14](#)

Category: MAP Events

[View Full Calendar](#)



Event Calendar

Walktober 2022

Thursday, October 06, 2022
10:30 AM - 12:00 PM EDT
Category: Other Events

The **Walktober Walkinar** series, hosted by the Maryland Department of Planning, help planners, local officials, stakeholders and the public at large learn how to advocate for safe walking infrastructure. Walkinar panelists will highlight pedestrian-focused topics such as safety, health, infrastructure, and enforcement, as well as successful pedestrian programs throughout Maryland.

Participants of each live webinar are eligible for 1.5 AICP CM credits per session.

Live attendance required

[Registration details here](#)

Quick Links

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Upcoming Events

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Event Calendar

Planning Michigan Conference 2022

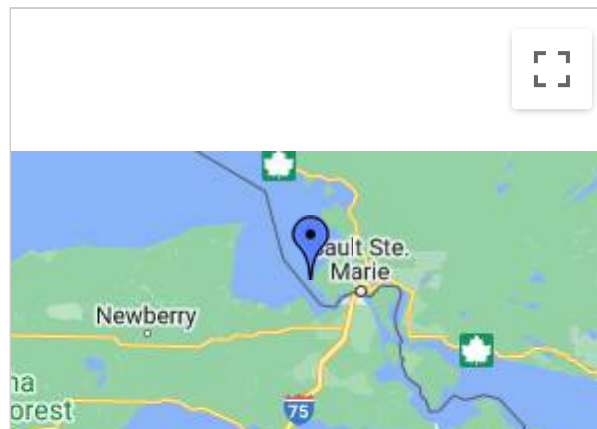
Wednesday, October 12, 2022
8:00 AM
to Friday, October 14, 2022
12:00 PM EDT
Category: MAP Events

Mission Point
One Lakeshore Drive
Mackinac Island, MI 49757
231.715.4900

[View additional information](#)

[Registration is Open!](#)

[Download as iCal file](#)



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Category: MAP Events
- Wed Nov 30, 2022



Event Calendar

Virtual Planning Conference

Tuesday, November 15, 2022
9:00 AM
to Wednesday, November 16, 2022
12:30 PM EDT
Category: MAP Events

Registration included in your [Planning Michigan Conference Registration](#). Details on sessions coming soon.

[Download as iCal file](#)

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American Planning Association
Michigan Chapter

Creating Great Communities for All

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- Career Center

Event Calendar

Writing a Better RFP: Get the Team – and the Results! – Your Community Wants

Wednesday, November 30, 2022

4:00 PM - 5:30 PM EDT

Category: MAP Events



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Upcoming Events

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Wed Nov 30, 2022

Sometimes a community just needs the expertise that only a planning consultant can provide.

Whether it's a fresh set of eyes on a local challenge, someone to supplement a limited planning staff (or to step in where there is no staff at all!), or a team of professionals who can deliver the expertise your community needs to elevate projects, plans and policies, a Michigan Planning Consulting firm is often an excellent solution. Finding the right consultant can be tricky, but a well-written RFP makes the task easier.

Join us via ZOOM on Wednesday, November 30 at 4 PM to learn best practices for developing RFPs, from defining the scope and interviewing firms, to executing the contract and managing the project, all to better prepare your community for your next big planning initiative.

Presenters: John Enos, AICP, Carlisle | Wortman Associates, Inc. | Sara Kopriva, AICP, Beckett & Raeder, Inc. | Brad Strader, AICP, PTP, MKSK

MAP Member Price: \$15 | Nonmember Price: \$20 | MAP Student Member Price: \$5

[Register Now](#)

[Download as iCal file](#)

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