Airport Manager Report

January 2023

2022 fuel sales ended the year up 33% at the airport. The wholesale price continues to fluctuate wildly from week to week, indicating another year of speculation. When I purchase a tanker of fuel (8500 gallons) I set the price at the pump based upon my wholesale cost and a markup of 60 cents a gallon. We keep this price until I receive another load of fuel. Weekly, I am seeing wholesale price fluctuations of 40 to even 90 cents sometimes. Bottom line, timing of when to purchase a load without running out of fuel is paramount.

We have been notified that the Clare Municipal Airport has received an ARPA grant in the amount of $32,000. Contracts have been submitted to MDOT Aeronautics and the contract was executed on January 9th, 2023. Based upon the FAA restrictions of usage of grant funds, we will be working on how this funding will be best used to comply.

Last month we had a 60% design meeting for the upcoming airport projects in 2023. It was suspected that we will not be able to do all 3 projects this year with increased material costs. Our plan is to bid the Apron paving as the base bid, and then break out the two taxi lane paving projects as option 1 and option 2. When bids come in, we hope to have enough saved and allocated grant funding to do at least the base plus option 1 in 2023. We plan on putting bids out in March.

We have been working with Consumers Energy to find a solution to help energize the new hangar built by Jay Hoffman. The existing bank of meters is maxed out with zero spaces remaining. Due to a back order of 8-10 months on products needed, we agreed on a work around that will allow access to power next week. The cost to the airport is $1,200 to upgrade our electrical

infrastructure, then the hangar owner will have his electrician trench over to this to energize his panel.

Best regards,

Gary Todd

Airport Manager

"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 that the 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 Agenda of the Clare City Commission."

DEPARTMENT OF PUBLIC WORKS
DEPARTMENT REPORT
DECEMBER 2022
LUKE POTTER, DIRECTOR

STREET WORK. We bladed roads a couple days this month. We also worked on Way Finding Signs including pouring concrete for them on several days through out the month. We dug out and formed a new curb from water main break and cold patched, poured the curb and backfilled on Eastwood and put up a new street sign and did cold patching. We trimmed trees on the plow route on the 15th, salted highways, lots and majors on the 16th for ½" snow. On the 17th came in to salt everything for ½" snow. On the 19th we salted stop signs. On the 22nd we prepped for snow and on the 23rd came in to plow and salt 1-1/2" snow, the 24th came in early to plow everything for 3" snow. And on the 27th and 28th we hauled snow from lots. And on the 9th we got sign posts from the road commission.

WATER & SEWER WORK: Water and sewer work this month included our regular schedule of Miss Digs, meter readings, shut offs for non-payment, manual reads, meter work, and washing sewers/preventive maintenance. We washed some sewers, replaced a fire hydrant by the middle school and cleaned the drains at the garage.

CEMETERY WORK: We had one full burial at Cherry Grove.

MISCELLANEOUS WORK: We chipped brush, washed and waxed trucks, and cleaned and did maintenance at the garage on several days. We worked on windows at city hall and installed new desks in Sarah's area. We hung the wreaths at the depot, hung Christmas banners and hung the cameras downtown for the Police Department. We took scrap metal to Fairs, cleaned the pole barn, got silt fence digger from Bo Dunkle and moved Santa's house. We spent a couple days cleaning up the old dump for snow and moved dirt to the dam. We started renovating the DPW breakroom and painted it. And the whole crew got DOT physicals from a mobile doctor's office. And we enjoyed the Christmas and New Year's Holidays.

Attachments. Manhour Report, Utility Work Order, Report, Fuel Report, Equipment Report

DECEMBER 2022

UTILITY WORK ORDERS

WORK ORDER TYPE	# OF CUSTOMERS
Service Turned ON	1
Customer Request Off	3
Sewer Problems	
Off for Non Payment	5
New Meter Head	3
New RF	3
Estimated Meters	
High Usage Check	
	15

MANNATEC FUEL REPORT FOR PERIOD:

DECEMBER 1-31, 2022

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED 0.00
City Hall							0.00
Fire Dept	39.167	90.11	2.301	78.269	330.56	4.223	420.67
Police Dept	662.960	1,536.34	2.317				1,536.34
DPW	208.438	473.27	2.271	797.095	3,267.66	4.099	3,973.14
Parks	67.136	156.15	2.326	18.079	76.06	4.207	
W/WWT	117.810	269.41	2.287				269.41
	Average Rate for Regular:		2.300	Average Rate for Diesel:		3.132	**$6,199.56**
						Total Bill:	

EQUIPMENT RENTAL - December 2022

GENERAL FUND				
General Operations	101-265.000-943.641	580.27		
Depot	101-265.000-943.641	317.26		
Cemetery	101-276.000-943.641	363.32		
Police	101-301.000-943.641	13,082.21		
Parking Lots/Flags	101-441.000-943.641	2,372.61		
Airport	101-537.000-943.641	299.91		
			101-000.000-001	**-$17,015.58 cr**
MAJOR STREETS & TRUNKLINES				
Trunklines	202-446.001-943.641	1,975.23		
Tkline Winter Cleanup	202-446.001-943.641	109.87		
Major Streets	202-449.000-943.641	3,544.84		
			202-000.000-001	**-$5,629.94 cr**
LOCAL STREETS:	203-449.000-943.641	5,137.53		
			203-000.000-001	**-$5,137.53 cr**
PARKS & DAM MTS.:				
Parks	208-751.001-943.641	2,832.28		
Dam Mts	208-751.001-943.641	681.90		
Dredging	208-741-004-702	93.84		
			208-000.000-001	**-$2,832.28 cr**
SEWER FUND				
Sewer Treatment	590-536.001-943.641	1,139.39		
Sewer Collection	590-536.002-946.641	4,345.97		
			590-000.000-001	**-$5,485.36 cr**
WATER FUND				
Water Trmt/Pumping	591-536.003-946.641	839.24		
Water Dist./Meters	591-536.004-946.641	200.65		
			591-000.000-001	**-$1,039.89 cr**

MOBILE EQUIPMENT FUND			
Cash Received	641-000-001	**$37,916.32**	
General Fund	641-000-669.101		-$17,015.58
Major Sts/Tklines	641-000-669.202		-$5,629.94
Local Sts	641-000-669.203		-$5,137.53
Parks	641-000-669.208		-$2,832.28
Sewer	641-000-669.590		-$5,485.36
Water	641-000-669.591		-$1,039.89
CONSOLIDATED FUND: Checks Written For:			
General Fund	102-000-669.101		$17,015.58
Major Sts/Tklines	102-000-669.202		$5,629.94
Local Sts	102-000-669.203		$5,137.53
Parks	102-000-669.208		$2,832.28
Sewer	102-000-669.590		$5,485.36
Water	102-000-669.591		$1,039.89
EQUIPMENT RENTAL, ALL DEPOSITS:	**102-000.000-067**	**$37,140.58**	
	102-000.000-001.001		
	102-000.000-067.102		

DPW MANHOUR REPORT FOR: Dec-22

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall		75.5	16	91.50				0.00				0.00	
	Railroad													
101-276.000-702	Cemetery		7	1	8.00		1		1.00		4.2	1.2	5.40	
101-528.000-702	Refuse Collection				0.00				0.00		15.32	6.12	21.44	
101-441.000-702	Par/Flag/Pk Lot		13		13.00				0.00				0.00	
	DDA Pk Lot			19	19.00		2.25		2.25				0.00	
101-445.000-702	City Trees/Lites		2		2.00				0.00				0.00	
	DDA Trees/Lites	25			25.00				0.00				0.00	
101-537.000-702	Airport				0.00		2		2.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts				0.00				0.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping				0.00				0.00				0.00	
	Drain/Bkslopes				0.00				0.00				0.00	
	TK Signs				0.00				0.00				0.00	
	Snow & Ice		5	2	7.00		18	1	19.00				0.00	
	Hauling Snow			5	5.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks				0.00		3		3.00				0.00	
202-499.002-702	Major Sts Maint.	6	19		25.00		2		2.00				0.00	
202-499.003-702	Snow & Ice		4	18	22.00		8		8.00				0.00	
202-499.004-702	Administration				0.00				0.00		3.2	1.2	4.40	
203-444.002-702	Local Sts Sidewalks				0.00		2.5		2.50				0.00	
203-499.002-702	Local Sts Maint.	23	19	14	56.00		2		2.00				0.00	
203-499.003-702	Snow & Ice		3.5	19	22.50		9		9.00				0.00	
203-499.004-702	Administration				0.00				0.00		3.2	1.2	4.40	
208-751.000-702	Lake Sham/Dam		14		14.00				0.00				0.00	
	Lake Sham/Parks				0.00				0.00				0.00	
	Lake Sham/Dredging		10		10.00				0.00				0.00	
590-536.002-702	Sewer	3	134.5		137.50				0.00		16.64	6.24	22.88	
591-536.004-702	Water	10	12.5	1	23.50		2		2.00		16.64	6.24	22.88	
641-444.000-702	DPW	9	222.5	49	280.50				0.00		4.8	1.8	6.60	
	DPW Equip	8	71	16	95.00	0.25	2.25	0.5	3.00				0.00	
	Fire Equip		1		1.00		3		3.00				0.00	
	Police Equip			8	8.00				0.00				0.00	
	Holiday/Funeral		72	144	216.00				0.00		8	16	24.00	
	OFF TIME	54	34.5	48	136.50				0.00	10	8		18.00	
TOTALS		138.00	720.00	360.00	1218.00	0.25	57.00	1.50	58.75	10.00	80.00	40.00	130.00	0.00
		1218.00				58.75				130.00				0.00

DPW: PARKS/BLDG & GROUNDS *MANHOUR REPORT FOR:* Dec-22

FY 22-23 FUND	HOURLY WAGE FUND NAME	FULL TIME EMPLOYEES REGULAR HOURS				FULL TIME EMPLOYEES OVERTIME HOURS				SEASONAL EMPLOYEES REGULAR HOURS				SEASONAL EMPLOYEES OVERTIME HOURS			
208-751.001-702	Holiday Funeral		8.00	16.00	48.00												
	Sick Vacation		16.00	8.00													
	PARKS	12.00	34.50		46.50				0.00		38.00	5.00	43.00				0.00
	DDA Work		4.50		4.50				0.00		4.00		4.00				0.00
	BLDG & GRUNDS	4.00	17.00	16.00	37.00				0.00	16.00	30.00	16.00	62.00				0.00
101-276.000-702	Cemetery				0.00				0.00				0.00				0.00
101-265.000-702	Trustees				0.00				0.00				0.00				0.00
101-537.000-702	Airport Maint				0.00				0.00				0.00				0.00
					0.00				0.00				0.00				0.00
					0.00				0.00				0.00				0.00
		16.0	**80.0**	**40.0**	**136.0**	**0.0**	**0.0**	**0.0**	**0.0**	**16.0**	**72.0**	**21.0**	**109.0**	**0.0**	**0.0**	**0.0**	**0.0**
GRAND TOTAL		**136.00**				**0.00**				**109.00**				**0.00**			

PAY PERIOD: December 2022

EQUIPMENT	2022-23 RATE	101-265-943 General Op	101-265-943 Railroad	101-276-943 Cemetery	101-441-943 Prad/Flg & PkLots	101-445-943 Trees/Lights	101-537-943 Airport	202-466.001-943 Roadway Inspection	202-466.001-943 TK Surface	202-466.001-943 TK Shoulders	202-466.001-943 TK Sweep	202-466.001-943 TK Drain/Backslopes	202-466.001-943 TK Signs/Signals	202-466.001-943 TK Snow & Ice	202-444.002-943 Mj Sts Sidewalks	202-499.002-943 Mj Sts Preservation	202-499.002-943 Mj Sts Snow & Ice	203-444.002-943 Lo Sts Sidewalks	203-499.002-943 Lo Sts Preservation	203-499.002-943 Lo Sts Snow & Ice	208-751-702 Dam	208-751-702 Parks	208-751.004-702 Dredging Lake Shamrock	590-536.002-943 Sewer	591-536.004-943 Water	HOURS TOTAL	DOLLAR TOTAL
3 - GMC Pickup	$17.24				8.00											2.00			5.00						1.00	16.00	275.84
6 - Pickup 4x4	$12.34	6.00		1.00												4.00			4.00				2.00			17.00	209.78
7 - Chevy Bucket Truck	$11.12	4.00			6.00	1.00										2.00			1.00			4.00				18.00	200.16
8 - Int'l Dump Truck	$55.53	6.00	1.00		6.00		1.50						4.00	3.00			4.00			4.00						29.50	1,638.14
9 - Ford Dump Truck	$55.53		4.00			2.00	1.50						3.00			4.00	8.50		7.00	10.00	8.00			1.00	1.00	50.00	2,776.50
10- Sterling Dump Truck	$55.53				0.25								18.00				15.00			11.00						44.25	2,457.20
11- Ford Dump Truck	$40.03																7.00			7.00						14.00	560.42
12- Sterling Dump Truck	$55.53						1.00						3.00				8.00			8.50						20.50	1,138.37
18- Case Loader	$39.61	1.00	1.00	4.00	4.00									2.00		3.00			20.00		6.00					41.00	1,624.01
20- Hyundai Loader	$77.76			2.00	12.00											4.00	1.00		4.00	2.00						25.00	1,944.00
23- Root UB Scraper	$8.19						1.50						3.00				2.50			4.00						11.00	90.09
24- Monroe UB Scraper	$8.19						1.00						3.00				8.00			6.50						18.50	151.52
25- Root UB Scraper	$8.15												1.75				3.00			4.50						9.25	75.39
36- Brush Chipper	$26.29					2.00																				2.00	52.58
37- Street Sweeper	$100.65																		8.00							8.00	805.20
39- Chevy Pickup	$11.12	8.00																				16.00				24.00	266.88
53A- Truck Unit	$55.53					4.00																		55.00		59.00	3,276.27
53B- Sewer Washer Unit	$19.13					4.00																		53.00		57.00	1,090.41
59- Ford Uitlity Truck	$11.12																		2.00					20.00	11.50	33.50	372.52
73- Wausau UB Scraper	$8.19						1.50						4.00				4.00			4.00						13.50	110.57
75- Tailgate Spreader	$5.81																			2.00						2.00	11.62
81- Trackless Tractor	$47.92														3.00			2.50				27.00				32.50	1,557.40
82- Snow Plow	$14.07																					12.00				12.00	168.84
83- Cyclone Mower	$38.08																					13.50				13.50	514.08
86- Salt Spreader	$17.45																					1.50				1.50	26.18
89 - Ford Pickup (Parks)	$12.34																					35.00				35.00	431.90
93 - Kubota Tractor	$43.62																					3.00				3.00	130.86
93A - Pallet Forks	$6.50																					3.00				3.00	19.50
96- Swenson Spreader	$14.21				0.25								13.25				12.00			4.50						30.00	426.30
97- Chevy Pickup	$11.12					3.00																	4.00			7.00	77.84
99- Snow Blower	$18.42						4.00																			4.00	73.68
100- Snow Box Blade	$13.66						4.00																			4.00	54.64
105- Ford Pickup	$12.34			3.00	6.00	5.00														2.00		2.00	2.00			20.00	246.80
1009- Trimmer/Edger	$3.77																									0.00	0.00
		25.00	6.00	10.00	42.50	21.00	16.00	0.00	0.00	0.00	0.00	0.00	53.00	5.00	3.00	19.00	73.00	2.50	51.00	70.00	14.00	117.00	8.00	129.00	13.50	678.50	22855.47

PERIOD: December 2022 EQUIPMENT	2022 Rate	GENERAL OP		DEPOT/SPECIAL EVENTS		CEMETERY		PARADES/FLAGS & pking lots		AIRPORT		TRUNKLINES		MAJOR STREETS		LOCAL STREETS		ALL PARKS		DAM		DREDGING LAKE SHAMROCK		SEWER		WATER		TOTAL HOURS	TOTAL DOLLARS
3 - GMC Pickup	$17.24		0.00		0.00		0.00	8.00	137.92		0.00		0.00	2.00	34.48	5.00	86.20		0.00		0.00		0.00		0.00	1	17.24	16.00	275.84
6 - GMC Pickup	$12.34	6.00	74.04		0.00	1.00	12.34		0.00		0.00		0.00	4.00	49.36	4.00	49.36		0.00		0.00	2.00	24.68		0.00		0.00	17.00	209.78
7 - Ford Bucket Truck	$11.12	4.00	44.48		0.00		0.00	7.00	77.84		0.00		0.00	2.00	22.24	1.00	11.12	4.00	44.48		0.00		0.00		0.00		0.00	18.00	200.16
8 - Int'l Dump Truck	$55.53	6.00	333.18	1.00	55.53		0.00	6.00	333.18	1.50	83.30	7.00	388.71	4.00	222.12	4.00	222.12		0.00		0.00		0.00		0.00		0.00	29.50	1,638.14
9 - Ford Dump Truck	$55.53		0.00	4.00	222.12		0.00	3.50	194.36		0.00	3.00	166.59	12.50	694.13	17.00	944.01		0.00	8.00	444.24		0.00	1.00	55.53	1.00	55.53	50.00	2,776.50
10- Sterling Dump Truck	$55.53		0.00		0.00		0.00	0.25	13.88		0.00	18.00	999.54	15.00	832.95	11.00	610.83		0.00		0.00		0.00		0.00		0.00	44.25	2,457.20
11 - Ford Dump Truck	$40.03		0.00		0.00		0.00		0.00		0.00		0.00	7.00	280.21	7.00	280.21		0.00		0.00		0.00		0.00		0.00	14.00	560.42
12- Sterling Dump Truck	$55.53		0.00		0.00		0.00		0.00	1.00	55.53	3.00	166.59	8.00	444.24	8.50	472.01		0.00		0.00		0.00		0.00		0.00	20.50	1,138.37
18- Case Loader	$39.61	1.00	39.61	1.00	39.61	4.00	158.44	4.00	158.44		0.00	2.00	79.22	3.00	118.83	20.00	792.20		0.00	6.00	237.66		0.00		0.00		0.00	41.00	1,624.01
20- Hyundai Loader	$77.76		0.00		0.00	2.00	155.52	12.00	933.12		0.00		0.00	5.00	388.80	6.00	466.56		0.00		0.00		0.00		0.00		0.00	25.00	1,944.00
23 - Root UB Scraper	$8.19		0.00		0.00		0.00		0.00	1.50	12.29	3.00	24.57	2.50	20.48	4.00	32.76		0.00		0.00		0.00		0.00		0.00	11.00	90.09
24 - Monroe UB Scraper	$8.19		0.00		0.00		0.00		0.00	1.00	8.19	3.00	24.57	8.00	65.52	6.50	53.24		0.00		0.00		0.00		0.00		0.00	18.50	151.52
25 - Root UB Scraper	$8.15		0.00		0.00		0.00		0.00		0.00	1.75	14.26	3.00	24.45	4.50	36.68		0.00		0.00		0.00		0.00		0.00	9.25	75.39
36- Brush Chipper	$26.29		0.00		0.00		0.00	2.00	52.58		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	52.58
37 - Street Sweeper	$100.65		0.00		0.00		0.00		0.00		0.00		0.00		0.00	8.00	805.20		0.00		0.00		0.00		0.00		0.00	8.00	805.20
39 - Chevy Pickup	$11.12	8.00	88.96		0.00		0.00		0.00		0.00		0.00		0.00		0.00	16.00	177.92		0.00		0.00		0.00		0.00	24.00	266.88
53A- Truck Unit	$55.53		0.00		0.00		0.00	4.00	222.12		0.00		0.00		0.00		0.00		0.00		0.00		0.00	55.00	3054.15		0.00	59.00	3,276.27
53B- Sewer Washer Unit	$19.13		0.00		0.00		0.00	4.00	76.52		0.00		0.00		0.00		0.00		0.00		0.00		0.00	53.00	1013.89		0.00	57.00	1,090.41
59- Chevy Pickup 4x2	$11.12		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	22.24		0.00		0.00		0.00	20.00	222.40	11.50	127.88	33.50	372.52
73 - Wausau UB Scraper	$8.19		0.00		0.00		0.00		0.00	1.50	12.29	4.00	32.76	4.00	32.76	4.00	32.76		0.00		0.00		0.00		0.00		0.00	13.50	110.57
75 - Tailgate Spreader	$5.81		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	11.62		0.00		0.00		0.00		0.00		0.00	2.00	11.62
81- Trackless Tractor	$47.92		0.00		0.00		0.00		0.00		0.00		0.00	3.00	143.76	2.50	119.80	27.00	1293.84		0.00		0.00		0.00		0.00	32.50	1,557.40
82 - Snow Plow	$14.07		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	12.00	168.84		0.00		0.00		0.00		0.00	12.00	168.84
83 - Cyclone Mower	$38.08		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	13.50	514.08		0.00		0.00		0.00		0.00	13.50	514.08
86 - Salt Spreader	$17.45		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.50	26.18		0.00		0.00		0.00		0.00	1.50	26.18
89- Ford Pickup	$12.34		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	35.00	431.90		0.00		0.00		0.00		0.00	35.00	431.90
93 - Kubota Tractor	$43.62		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.00	130.86		0.00		0.00		0.00		0.00	3.00	130.86
93A - Pallet Forks	$6.50		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.00	19.50		0.00		0.00		0.00		0.00	3.00	19.50
96 - Swenson Spreader	$14.21		0.00		0.00		0.00	0.25	3.55		0.00	13.25	188.28	12.00	170.52	4.50	63.95		0.00		0.00		0.00		0.00		0.00	30.00	426.30
97- Chevy Pickup	$11.12		0.00		0.00		0.00	3.00	33.36		0.00		0.00		0.00		0.00		0.00		0.00	4.00	44.48		0.00		0.00	7.00	77.84
99 - Snow Blower	$18.42		0.00		0.00		0.00		0.00	4.00	73.68		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	4.00	73.68
100 - Snow Box Blade	$13.66		0.00		0.00		0.00		0.00	4.00	54.64		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	4.00	54.64
105- Ford Pickup	$12.34		0.00		0.00	3.00	37.02	11.00	135.74		0.00		0.00		0.00	2.00	24.68	2.00	24.68		0.00	2.00	24.68		0.00		0.00	20.00	246.80
		25.00	580.27	6.00	317.26	10.00	363.32	65.00	2372.61	14.50	299.91	58.00	2085.10	95.00	3544.84	123.50	5137.53	117.00	2832.28	14.00	681.90	8.00	93.84	129.00	4345.97	13.50	200.65	678.50	22855.47
																												678.50	22,855.48

December-22		Police		Water		Waste Water		TOTAL	TOTAL
EQUIPMENT	2022 RATES	Department		Treatment		Treatment		HOURS	DOLLARS
1 - 2012 Ford Pickup	$12.34		0.00	26.50	327.01	35	431.90	61.50	758.91
61- Western Snow Plow	$14.07		0.00		0.00		0.00	0.00	0.00
16- 2008 Ford	$12.81		0.00	26.50	339.47	35	448.35	61.50	787.82
65- Push Mower	$11.59		0.00		0.00		0.00	0.00	0.00
4 - 2009 Ford Pickup	$12.34		0.00	14.00	172.76	21	259.14	35.00	431.90
PATROL CARS	$12.81	1021.25	13082.21		0.00		0.00	1021.25	13082.21
		1021.25	13082.21	67.00	839.24	91.00	1139.39	1179.25	$15,060.84
								1179.25	*15,060.84*

	1		4		16	
	WA	WWT	WA	WWT	WA	WWT
Dec 1-3	2.5	3.00	2.00	1.00	2.50	3.00
Dec 4-10	6	8.00	3.00	5.00	6.00	8.00
Dec 11-17	6	8.00	3.00	5.00	6.00	8.00
Dec 18-24	6	8.00	3.00	5.00	6.00	8.00
Dec 25-31	6	8.00	3.00	5.00	6.00	8.00
	26.5	35	14	21	26.5	35

	46-1	46-2	46-3	46-4	46-5	Tahoe
END HOURS	6175	16102	24468	9006	16744	897
START HOURS	5696	15807	24412	8964	16595	731
	479	295	56	42	149	166
						1021.25 Total Hrs

15,060.84

0.00

$15,060.84

DEPARTMENT OF PUBLIC WORKS- MANHOUR December 2022)

FUND	% OF HOURS	DEPARTMENT	December-22	
			REG.	O/T
GENERAL FUND	7.17%	General Fund	91.50	
	0.00%	Depot	0.00	
	0.70%	Cemetery	8.00	1.00
	1.02%	Parades/Flags/Pking Lots	13.00	
	1.66%	DDA Parking Lots	19.00	2.25
	0.16%	City Trees/Lites	2.00	
	1.96%	DDA Trees/Lites	25.00	
	0.16%	Airport		2.00
TKLINE'S	0.00%	Surface Maintenance		
	0.00%	Sweeping		
	0.00%	TK Shoulder Maintenance		
	2.04%	TK Snow/Ice	7.00	19.00
	0.39%	Cleanup winter debris (sand, etc)	5.00	
MAJOR STREETS	2.35%	MJ STS Preservation	25.00	5.00
	2.35%	MJ STS Snow/Ice	22	8
LOCAL STREETS	4.74%	LO STS Preservation	56.00	4.50
	2.47%	LO STS Snow/Ice	22.5	9
PARKS	0.00%	Lake Shamrock Dam		
PARKS	1.10%	Park work	14.00	
	0.78%	Dredging Lake Shamrock	10.00	
SEWER	10.77%	Collection	137.50	
WATER	2.00%	Distribution & Meter Mts.	23.50	2.00
DPW	21.97%	DPW Admin/Bldg/Equip	280.50	
	7.68%	DPW: Equip	95.00	3.00
	0.31%	FIRE Truck	1.00	3.00
	0.63%	DPW: PD Equipment	8.00	
	0.00%	COVID 19		
	16.92%	Holiday (Birthday)	216.00	
	10.69%	PAID TIME OFF:	136.50	
1276.75	**100%**	**TOTALS:**	**1218**	**58.75**

FUND	% OF HOURS	DEPARTMENT	December-22	
			REG.	O/T
DPW Clerical	4.15%	Cemetery Admin	5.4	
	16.49%	Refuse Collection	21.44	
	3.38%	Major Sts Admin	4.4	
	3.38%	Local Sts Admin	4.4	
	17.60%	Sewer Collection	22.88	
	17.60%	Water Distribution	22.88	
	5.08%	DPW Administration	6.6	
	18.46%	Holiday (Birthday)	24	
	13.85%	PAID TIME OFF:	18	
130	**100%**	**TOTALS:**	**130**	**0**

FUND	% OF HOURS	DEPARTMENT	December-22	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	34.19%	Parks Work	46.5	
	3.31%	DDA Work	4.5	
	27.21%	Bldgs & Grounds	37	
	17.65%	Holiday/Funeral	24	
	17.65%	PAID TIME OFF	24	
136	**100%**	**TOTALS:**	**136**	**0**

FUND	% OF HOURS	DEPARTMENT	December-22	
			REG.	O/T
SEASONAL EMPLOYEES	39.45%	PARKS WORK	43	
	3.67%	DDA WORK	4	
	56.88%	BLDG & GROUNDS	62	
	0.00%	TRUSTEE SUPERVISION*		
	0.00%	CEMETERY MAINTENANCE		
	0.00%	DPW		
	0.00%	AIRPORT MAINTENANCE		
109	**100%**	**TOTALS:**	**109**	**0**

FUND	% OF HOURS	DEPARTMENT	December-22 REG.
*TRUSTEE WORK AREAS	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
0	100%	TOTALS:	**0**

Clare Fire Department
207 W. Fifth Street Clare, Michigan 48617 Ph: (989) 386-2151 Fax: (989) 386-3020

Monthly Fire Department Activity Report
December 2022 Incident Response:
Monthly Total: 15 Year End Total: 246

December was a quiet month numbers wise. We had about half the run as in a typical month. We finished the year with 23 fewer runs than we had last year. We had a seven day stretch around Christmas with no calls. A nice way to spend the holidays. We responded to two vehicle accidents; both had no injuries. We respond to two requests from HFD on two structure fires. Other incidents as listed.

Training:
2.0 hrs. Truck Check
2.0 hrs. Electric Vehicle Incident Response

Clare Fire Department
207 W. Fifth Street Clare, Michigan 48617 Ph: (989) 386-2151 Fax: (989) 386-3020

Incident Reports by Incident Number

Incident	Alarm Date/Time	Incident Type	Address
2200232	12/3/2022 06:11	735 - Alarm system sounded due to malfunction	8747 Pere Marquette RD, Clare, MI 48617
2200233	12/4/2022 17:17	142 - Brush or brush-and-grass mixture fire	2868 Lone Pine RD, Farwell, MI 48622
2200234	12/8/2022 00:25	735 - Alarm system sounded due to malfunction	639 Industrial CT, Clare, MI 48617
2200235	12/10/2022 20:40	322 - Motor vehicle accident with injuries	E Coleman RD & N Shepherd RD, Clare, MI
2200236	12/14/2022 10:06	111 - Building fire	1386 Bringold, Harrison, MI 48625
2200237	12/14/2022 16:55	611 - Dispatched & canceled en route	Surrey Rd. East of Grant Ave, Clare, MI 48617
2200238	12/14/2022 22:22	6112 - Dispatched & cancelled at Hall	8531 Beaverton RD, Clare, MI 48617
2200239	12/15/2022 07:24	445 - Arcing, shorted electrical equipment	11228 Grant AVE, Clare, MI 48617
2200240	12/15/2022 12:07	412 - Gas leak (natural gas or LPG)	612 Forest AVE, Clare, MI 48617
2200241	12/16/2022 18:39	463 - Vehicle accident, general cleanup	NB 127 at MM 162, Clare, MI 48617
2200242	12/18/2022 19:21	111 - Building fire	5505 Grant N, Harrison, MI 48625
2200243	12/19/2022 18:46	311 - Medical assist, assist EMS crew	5705 E Washington RD, Clare, MI 48617
2200244	12/23/2022 18:44	441 - Heat from short circuit (wiring), defective/worn	325 John ST, Clare, MI 48617
2200245	12/23/2022 20:13	611 - Dispatched & canceled en route	Beaverton RD & E Brand AVE, Clare, MI
2200246	12/30/2022 19:19	6111 - Dispatched & cancelled on scene	2074 E North County Line RD, Clare, MI 48617

Total Number of Incidents: 15

Incident	Alarm Date/Time	Incident Type	Address

Report Filter Settings

Report File Name: Incident Reports by Incident Number

Filter Name: Last Month

Filter Expression: (Not Is Null [IncidentNumber]) And ([AlarmDateTime] is between '12/1/2022 00:00' and '12/31/2022 23:59')

Monthly Director's Report, January 2023
City of Clare Parks and Recreation
Prepared by Joy Simmer

Current and Upcoming Programs/Events

Senior Cards and Coffee takes place on Thursdays at the Pere Marquette District Library from 10-12 p.m. in one of the small group rooms. The senior group is supplied with coffee and card decks. The card games that are played is determined by what the group wants to play.

Art in Sculpture is a collaboration between Parks and Recreation, Middle Michigan Development Corporation, the Clare County Arts Council, local artist Jeff Best and is headed by C. Santini. The current sculptures that were a part of the 2022 sculpture walk, will be removed on May 1, 2023 and the new entries will be installed prior to the May 9, 2023 Art in Sculpture Reception.

Past Events/Programs

The Pere Marquette District Library and Clare Parks and Recreation held a **Gingerbread House Decorating Contest** during December 2nd – 16th. Participants were able to bring in their entries to be placed on display for public voting. Library visitors were able to view them and vote for their favorite creation. The top 3 entries who accumulated the most votes were able to win some prizes.

Grants

MDNR – SPARKS GRANT PROGRAM is the newest grant rollouts that took place over the fall, there were a couple of grants that were specific to parks and recreation for funding. The SPARKS grant program is a highly anticipated and competitive grant program that was opened up. Simmer worked with local contractors and DPW Director Potter to get quotes for some of the parks and recreation priority projects we have within the City of Clare. Howard, Potter and Simmer attended webinars specific to the program to make sure that our projects would align with the goals for the SPARKS grant program and determined that we would submit requests for funding for the outdoor restroom of the Clare Union Railroad Depot and the parking lot at the Emerald Isle Recreation Complex. There will be a second wave of grants that will be accepted and we plan on submitting a request for the restroom/concession area at the Emerald Isle Recreation Complex at that time.

Simmer wrote sample support letters and sent out requests for support letters to some of our partner organizations and got everything attached and ready for the submission as soon as the Resolutions passed through the commission on 12/19/22. Submissions were due by 11:45 p.m. that evening and were submitted. Now we are awaiting notification if we passed phase one of the grant process. Notifications should be made by the end of January.

CLARE COUNTY COMMUNITY FOUNDATION is accepting grant applications for the 1ST grant cycle of 2023 until January 15, 2023. Parks and Recreation plans on submitting a funding request for $10,000 to help fund the permanent back deck on the Clare Union Railroad Depot and a couple of benches and trashcans that can be placed outside of the building and used during programs/events and once the Pere Marquette Rail-Trail Extension is completed.

Park Information and Updates:

Emerald Isle Recreation Complex

Playground Area – The Pour-in-Place (PIP) surfacing will be completed in 2023. The company we are working with has a waitlist of jobs they are working on, due to supply chain issues.

Additional Information

- We are still looking at getting sign holders that would be placed along the PMR-T to have story walks monthly will a different theme on a more permanent basis (between Clare Parks and Rec, Friends of Clare County Parks and Rec, and the Pere Marquette District Library). Simmer spoke with the shop teacher at Clare High School about the potential of partnering up for the project. Will continue to work towards the completion of this potential project.
- The Pere Marquette District Library youth services librarian and Simmer have been working on the 2023 programming and partner programs.
- 2023 programming and dates have been scheduled and the 2023 outlook calendar was available online starting on 12/20/2022.
- Scheduling for the 2023 Clare Summer Concert series is underway and the slots are being filled. The series will run from June 8, 2023 to August 17, 2023.

Outlook Calendar Attached

*Program and Event Flyer Attached

2023 CALENDAR

January

Parks and Recreation Advisory Board Meeting - January 17, 2023
Senior Cards and Coffee: Every Thursday 10-12 p.m.
Little League sign-up (through independent group)

February

Senior Cards and Coffee: Every Thursday 10-12 p.m.
Time for Tea: February 12, 2023 @ 3 p.m.
- Pre-registration required

March

Senior Cards and Coffee: Every Thursday 10-12 p.m.
Irish Pet Photo Contest: *Entry Deadline is March 15th*
Step Into Spring Story Walk along the Pere Marquette Rail-Trail
- *April 3 - April 16, 2023*

April

Parks and Recreation Advisory Board Meeting - April 18, 2023
Senior Cards and Coffee: Every Thursday 10-12 p.m.
The Great EGGstravaganza (at the Clare Municipal Airport)
- *April 8, 2023*
Earth Day Story Walk along the Pere Marquette Rail-Trail
- *April 17 - April 30, 2023*

May

Senior Cards and Coffee: Every Thursday 10-12 p.m.
Early Soccer Registration Starts May 15, 2023

June

Senior Cards and Coffee: Every Thursday 10-12 p.m.
Trail Trotters - Weekly Walking Program - TBA
Late Soccer Registration Starts on June 16, 2023
Summer Concert Series (Thursday evenings 6-8 p.m.)
- *June 8, 2023 - August 17, 2023*
Summer Concert Kick-Off June 8th
Soccer Camp: TBA

July

Parks and Recreation Advisory Board Meeting - July 17, 2023
Senior Cards and Coffee: Every Thursday 10-12 p.m.
Trail Trotters - Weekly Walking Program - TBA
Junior Fire Academy: TBA
Water Camp - TBA
Summer Concert Series (Thursday evenings 6-8 p.m.)
- *June 8, 2023 - August 17, 2023*
Soccer registration ends July 17, 2023
Youth Police Academy (CPD) - TBA

August

Trail Trotters - Weekly Walking Program - TBA
Science Heroes: Saving Earth Together
- Held at the Pere Marquette District Library—Lower Level @ 1 p.m.
Senior Cards and Coffee: Every Thursday 10-12 p.m.
Soccer Coaches Meeting August 16, 2023
Referee Meeting *TBA
Summer Concert Series (Thursday evenings 6-8 p.m.)
- *June 8, 2023 - August 17, 2023*

September

Fall Youth Soccer Starts
Soccer runs each Saturday: 9/9 - 10/14/2023
Soccer Raffle Starts September 2023
Soccer Pictures - DATE TBA
Senior Cards and Coffee: Every Thursday 10-12 p.m.

October

Parks and Recreation Advisory Board Meeting - October 17, 2023
Senior Cards and Coffee: Every Thursday 10-12 p.m.
Soccer runs each Saturday: 9/9 - 10/14/2023
Soccer Raffle Drawing: October 14, 2023
Pumpkin Run and the Halloween Tract-or-Treat
- October 28, 2023
- Clare Pumpkin Run registration starts at 9 a.m. with the run/walk following at 10 a.m.
- Tract-or-Treat will start at 12:30 p.m.

November

Senior Cards and Coffee: Every Thursday 10-12 p.m.
Stuffed Animal Slumber Party
- November 17, 2023 at 5 p.m.

December

Senior Cards and Coffee: Every Thursday 10-12 p.m.
Clare Christmas Festival - December 9, 2023
North Pole Calling - December 6, 2023
- Registration by 3 p.m. 12/06/2023
- Calls will take place from 6 - 7 p.m. on 12/06/2023
Santa Mail: Letters must be received by 3 p.m. December 6, 2023
Gingerbread Contest - Dates TBA

Check for program and schedule updates at www.cityofclare.org or by following us on Facebook under Clare Parks and Recreation
For more information contact: jsimmer@cityofclare.org or call (989) 424-4074
The Parks and Recreation Advisory Board Meets at 5:30 p.m.
TBA = To Be Announced

Clearly Clare MICHIGAN
Clearly another way of life.
Where the north begins at the crossroads of Rt 10 and 127.
202 West Fifth Street, Clare, Michigan 48617 phone: (989) 386-7541 fax: (989) 386-4508
www.cityofclare.org

MEMORANDUM

TO: Jeremy Howard and the Clare City Commission

FROM: Clare Police Department

SUBJECT: December police activity

Dear Mr. Howard & City Commission:

Monthly activity
There was a greater amount of traffic this December and our officers increased traffic patrol, traffic stops, and wrote more citations than in previous years.

Year-end review
Attached is an overview of department activity comparing 2021 to 2022. We saw a 64.1% increase in overall incidents, and 39% increase in complaints.

Another area to note is the increase in SIFA (Self Initiated Field Activity)

Traffic stops
2021 / 606
2022 / 1153

Property Checks
2021 / 1762
2022 / 2886

Training:
Dec 6th Officer Jared Stotzel and Sergeant Thomas Francisco attended LASO training.

Events:
Dec 8th Gladwin lockdown drill
Dec 10th Craft show and Santa at Railroad Depot
Dec 16,17,18th Walk Through Bethlehem
Dec 17th Santa Escort from PSB

New and noteworthy
Cameras have been installed at the intersections of 5th and McEwan and 4th and McEwan. We want to thank the Clare DPW for their assistance with this. As discussed before, these were donated by the Chamber of Commerce. We hope to get electrical installed to make these operational shortly.

Thanks to the generous donations of several businesses a camera was installed at the intersection of Wheaton and McEwan. This camera covers the intersection and school zone crossing area.

School
See attached report from Liaison Officer Brian David

David Saad
Clare Police Chief

CITY CLERK OFFICE
202 W. Fifth Street
Clare, Michigan 48617
989.386.7541
FAX: 989.386.4508

2022 year end review

	Clare Police Department / Clare County Sheriff Department incident and complaint comparison				
	Total officers	Incidents	Average incidents per officer	Cases	Average cases per officer
CPD	6 full time one part time	14,600	2,085	737	105
CCSD	24 road officers	18,895	787	2880	120
	CPD year to year comparison				
	Total officers	Incidents	Average incidents per officer	Cases	Average cases per officer
2021	6 full time two part time	8,382	1,197	531	76
2022	6 full time one part time	14,600	2,085	737	105
	Increase amount	6,218 increase	888 increase per officer	206 more cases per year	29 more cases per officer
	Percentage increase 2021 to 2022	74.1% increase		39% increase	
	Complaints per population				
	Agency	Total population	Incidents and cases	Complaint average	
CPD	City of Clare polulation	3,272	15,337	4.68 complaint or incidents per city resident	
CCSD	Clare County population	31,065	19,682	1.57 complaints or incidents per county resident	

CLARE POLICE DEPT

INCIDENTS BY INCIDENT TYPE
DECEMBER 2022

01/10/2023

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
11001	CSC 1 Penis/ Vagina	1
13001	Non-Aggravated Assault	1
13003	Intimidation/ Stalking	11
22001	Burglary - Forced Entry	4
23007	Larceny - Other	13
26002	Fraud - Credit Card/ ATM	2
29000	Damage to Property	2
30002	Retail Fraud - Theft	1
35001	Violation of Controlled Substance	3
36004	Sex Offense - Other	6
37000	Obscenity	1
38001	Family - Abuse/ Neglect Non-Violent	2
38003	Family - Other	2
50000	Obstructing Justice	6
52002	Weapson Offense - Explosives	1
52003	Weapons Offense - Other	1
53002	Public Peace - Other	2
54001	Hit & Run Motor Vehicle Accident	1
54002	Operating Under the Influence of Liquor or Drugs	2
54003	Traffic Violations	2
55000	Health and Safety	3
91001	Juvenile Deliquent	4
93001	Traffic Accident	14
93001CD	Car/ Deer Accident	3
93002	Accident, Non-Traffic/ Private Property	2
94001	Valid Alarm Activation	3
94002	False Alarm Activation	7
95001	Accident, Fire	2
98006	Civil	1
98007	Suspicious Persons	19
98008	Lost & Found Property	1
99001	Suicide	2
99008	General Assistance	46
99009	General Non-Criminal	3
ACO	Animal Control Complaint	1
AMBRUN	Ambulance Run	40
BOL	Be On the Look Out	3
BOL-WW	BOL Wrong Way Driver	1
LI	LIQUOR INSPECTION	3
LINES DN	LINES DOWN	1
LOCK	SCHOOL LOCKDOWN DRILL	1
MA	Motorist Assist	4
PC	Property Check	345
RD HAZAR	Vehicle/Object Road Hazard	3

INCIDENTS BY INCIDENT TYPE
DECEMBER 2022

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
SALV INS	SALVAGE INSPECTION	5
TP	TRAFFIC PATROL	28
TR-52	ABANDONED VEHICLE	2
TRANS	Inmate Transport	1
TSTOP	Traffic Stop	117
Total Incidents		**729**

Ticket Totals Report

From 12/1/2022 12:00:00 AM to 12/31/2022 12:00:00 AM

Agency Name	Voided Ticket Count	Warning Violation Count	Total Ticket Count	Total Violation Count
Clare City Police Dept	0	1	6	9
		HAND WRITTEN	6	
			12	

R+S, Sgt. Chinoare
1/3/2023

Auxiliary Division

2022

December	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Blackwell, Doug	15					15
Chinavare, Ken	14		2	1		17
Defoy, Mick	10		1	1		12
Gilmore, Travis			1	1		2
Harger, Greg	8		1	1		10
Jenkins, Dan	21.5		1	1		23.5
Lemke, Shane	8	11	1	1		21
Lynch, Steve	8	8.5	1.5	1		19
Papenfus, Joel	7		0.5	1		8.5
Pedjac, John	8					8
Squires, Emily (resigned 9/1/22)						0
Winter, Nick	10		0.5	1		11.5
Fritz, Mike (resigned 9/25/22)						0
Hahn, Bill	8	4.5	0.5	1		14
Lombard, Rebeka	8		1	1		10
Fassett, Lori	9	12	0.5	1		22.5
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
Officer Totals	**134.5**	**36**	**11.5**	**12**	**0**	**194**

Auxiliary Division

2022	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
January	148	0	4	0	7.5	**159.5**
February	112	7.5	6	0	7.5	**133**
March	127	182	10	4.5	24	**347.5**
April	113.5	8	4	117	1.5	**244**
May	118	41.5	11.5	4.5	4.5	**180**
June	110.5	12	4	19.5	0	**146**
July	120.5	16.5	4.5	7	2	**150.5**
August	126.5	38.5	5	26.5	1	**197.5**
September	96.5	35	2	133	4.5	**271**
October	99.5	25	3.5	37.5	2	**167.5**
November	116	0	20.5	29.5	1	**167**
December	134.5	36	11.5	12	0	**194**
Annual Totals	**1422.5**	**402**	**86.5**	**391**	**55.5**	**2357.5**
Blackwell, Doug	186.5	15	2	34	11.5	249
Chinavare, Ken	128.5	44.5	9.5	48.5	12.5	243.5
DeFoy, Mick	86.5	16.5	3.5	15	10	131.5
Fritz, Mike (resigned 9/25/22)	78	26.5	4.5	5.5	0.5	115
Gilmore, Travis	96.5	20.5	8.5	43.5	4	173
Hahn, Bill	109	34	7.5	47.5	2	200
Harger, Greg	69	36	6.5	15.5	3	130
Jenkins, Dan	113.5	27	5.5	3	4	153
Lemke, Shane	109.5	20.5	8	34.5	0.5	173
Lombard, Rebeka	115	16	7	39.5	1	178.5
Lynch, Steve	24.5	11.5	3.5	1	0.5	41
Papenfus, Joel	77.5	18.5	5.5	23.5	0	125
Pedjac, John	64	10.5	2	0	0	76.5
Squires, Emily (resigned 9/1/22)	0	0	0	0	0	0
Winter, Nick	99.5	39	8	33	1.5	181
Fassett, Lori	65	66	5	47	4.5	187.5
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
Officer Totals	**1422.5**	**402**	**86.5**	**391**	**55.5**	**2357.5**

WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT DECEMBER 2022

Wastewater Treatment Plant

In addition to their routine duties, our Operators performed the following tasks:

- Pulled lift station 7
- Completed IPP sampling for Advanced Battery Concepts and County Wide Septic
- Changed oil in screw pump bearing
- Repaired rotation on aerator
- New starter installed in truck 4
- Performed maintenance of lift station 8

Water Treatment Plant

In addition to their routine duties, our Operators performed the following tasks:

- Repaired sump pump to control leak at WTP
- Repaired discharge flange on airstripper discharge pump.
- Chlorinated, sampled and switched to airstripper 2
- Cleaned well houses
- Met with Kennedy and John E Green at booster station
- Reset booster station pump 1

Landfill

In addition to their routine duties, our Operators performed the following tasks:

- Finished gas monitoring at landfill.
- Started working on the report.

Administrative Functions

During the month, the following administrative tasks were performed:

- Submitted PFAS monitoring report to EGLE
- Met with GFA to discuss new well project