CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490
Office 989.386.7541 | Fax 989.386.4508
www.cityofclare.org

CITY HALL
Ph 989.386.7541
Fx 989.386.4508
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

CLARE CITY COMMISSION

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

Monday, February 20, 2023
6:00 p.m.

AGENDA

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 – Tom Francisco – 10 Years – Police**
   B. **Change to Standard Lighting Contract – Consumer's Energy**
   C. ***Board & Committee Appointment and Compensation – Board of Review (Mr. Wayne Terpening, Mr. Dennis Purkis, Mrs. Carol Santini, Mr. Izak Post (Alt.))**

8. **TREASURER'S REPORT**

9. ***DEPARTMENT REPORTS**

10. **CITY MANAGER'S REPORT**

11. ***COMMUNICATIONS**

12. **EXTENDED PUBLIC COMMENT**

This Institution is an Equal Opportunity Provider & Employer

13. COMMISSION DISCUSSION TOPICS

14. *APPROVAL OF BILLS

15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

16. 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. at 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, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. Also, present were Jeremy Howard, City Manager; Luke Potter, DPW Superintendent, Dave Saad, Police Chief, and Sarah Schumacher, Deputy Clerk.

2. CONSENT AGENDA:
Moved by Commissioner Jenkins second by Commissioner Murphy to approve the items listed with an asterisk (*) (Agenda, Minutes, Board & Committee Appointments, Professional Development, Communications, Second Reading of Proposed Ordinance 2023-001, and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

3. *APPROVAL OF MINUTES;
Approved by Consent Agenda.

4. *APPROVAL OF AGENDA;
Approved by Consent Agenda.

5. PUBLIC COMMENT: Tom Kunse provided public comment opposing Ordinance 2023-001 reiterating his written opposition presented at the previous commission meeting. Mr. Kunse stated that the term 'reasonable' as it relates to persons, is too loose and cannot be enforced. He also stated that when the land was initially sold there was an agreement that no odors would cross the property lines. The building was erected after the current ordinance requiring no smell was in place and they should adhere to it. Tom opined that the original ordinance can and should be enforced.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. *BOARD & COMMITTEE APPOINTMENT – Tree Advocacy Board (Larry Wyman, John Audretsch & Mel Johns)
Approved by consent agenda. Resolution 2023-012.

B. *BOARD & COMMITTEE APPOINTMENT – Cherry Grove Cemetery Advisory Board (Larry Wyman & Jason Koch)
Approved by consent agenda. Resolution 2023-013.

C. SECOND READING OF PROPOSED ORDINANCE 2023-001 – MARIJUANA
The City of Clare permits licensure of all categories of medical marihuana businesses (grow, process, transport, certification, and provisioning) as well as the same for adult-use recreational marihuana businesses with the exception of recreational sales within its jurisdictional boundaries as allowed by the State of Michigan and city zoning regulations.

Since the adoption of these ordinances, there have been very few issues with the ordinance. There have been a very small number of "complaints" of smell from other businesses in the Industrial Park. After meeting with the licensees as well as one of the business owners who has expressed concerns regarding the smell from time to time, further discussions were held with the City Attorney and the City Commission in late 2022. At that time, the City Commission asked City staff to work with the City Attorney to draft an ordinance amendment that would clean up the language regarding the enforcement of smell. The proposed intent is to retain language which mandates filtration and odor control measures while minimizing Code Enforcement requirements. Additional amendments include language to prohibit greenhouses; to improve the administrative processes by creating one annual renewal date for all licenses; and to allow city staff to approve the Special Use permits administratively for annual renewals, change of name, transfer, or change of ownership; the Planning Commission would still approve the Special Use Permits/Site Plans in relation to new facility construction, additions to existing facilities, façade improvements of any sort, and new licensing.

The approval authority for all ordinance changes in the City is the Clare City Commission. But in matters related to Chapter 52 (Zoning), the City Planning Commission is required to provide a formal recommendation to be considered by the City Commission in its discussions regarding the proposed ordinance changes. The City's Planning Commission held a public hearing on January 11, 2023, to consider the ordinance amendment. The city received and shared one public comment regarding the proposed ordinance amendment with the Planning Commission. Following discussion and consideration of the proposed Ordinance amendment, the Planning Commission decided to recommend approval of Ordinance 2023-001 to the City Commission by adopting Resolution 2023-005PC.

All changes to zoning within the City must be accomplished by ordinance change. All ordinance code changes or amendments require the approval of the City Commission, and all ordinances require two readings and approval of the City Commission subsequent to a public hearing.

The City Commission was asked at its meeting on January 16, 2023, whether it desired to adopt the proposed ordinance amendment – and if so to commence the process for ordinance adoption. The required public notice announcing the hearing was published the City Commission held a public hearing and directed the First Reading of the Ordinance at that meeting.

The Commission now has the option of allowing a Second Reading of the proposed Ordinance 2023-001 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.

Public Comment: Tom Kunse spoke in opposition to the amended ordinance stating that the existing ordinance needs to be enforced.

Motion by Commissioner Murphy second by Commissioner Jenkins to adopt Ordinance 2023-001 – Marijuana. Roll call vote: Yeas: Commissioners Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: Bob Bonham, Pat Humphrey. Absent: None. *Motion Carried.*

8. TREASURER'S REPORT: The Treasurer presented her report.

9. CITY MANAGER'S REPORT

Planning Commission / City Commission Annual Joint Meeting: The City Commission and Planning Commission will be holding their joint meeting to discuss the Planning Commission Annual Report for the previous year along with any other topics of interest this Wednesday, February 8th at 5:30 p.m. before the regular meeting of the Planning Commission at 6:30 p.m. The meeting will be held at City Hall in the City Commission Chambers. The approved 2022 Planning Commission Annual Report is provided for preview before the meeting.

Verizon Cell Tower. The Verizon tower signal has been turned on and has been broadcasting a signal. The City has been told that currently the signal is running off of another tower and Verizon is still working with AT&T to place the fiber. The 5G signal is supposed to be turned on in the next month or so.

Lake Shamrock Dredging. Dredging work and hauling with the 40-yard trucks has been continuing steadily every day. The RFP for Hydraulic dredging of the main portion of the lake, which will require its own set of permits from EGLE, has been sent out and is scheduled for opening at 2:00 p.m. on Monday, February 13, 2023. The RFP for the design/build of the replacement of the dam/walkway/emergency spillway is also being drafted.

Assessing Contract. The city recently received notice that our Assessor (Ed with V&V Assessing) is terminating his contract with the City of Clare and another significant portion of the municipalities he currently supports due to health issues. He has given us over the required 60 days' notice and will be able to get us through the March Board of Review as well as get the roll set. Staff and I have already begun exploring our options to find another contract Assessor, and I will keep you posted as we move through that process.

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10. *COMMUNICATIONS

FOIA Requests & Responses: The most recent FOIA requests and responses are attached for information: American Transparency request.

COVID Research Study Flyer: The Department of Health & Human Services, the National Institutes for Health, and Michigan Medicine have teamed up to conduct a study on the priorities of communities following the COVID pandemic.

Clare County Hazard Mitigation Plan 30 Day Review: The most recent Clare County Hazard Mitigation Plan is currently under a 30-day review period. The Plan can be found at https://clareco.net/wp-content/uploads/2023/01/Clare-County.-Rough-Draft.-1-3-23.pdf if you wish to review the document.

Site Plans, Special Use Permits, Variance Requests & Public Notices:

- Special Use/Site Plan from Michigan Pure Green, LLC. to conduct Adult-Use Marijuana processing at 690 Industrial Drive.
- Site Plan from Bolle Contracting to construct a 12' x 48' addition to a hangar on Lot 203 of the Clare Municipal Airport.
- RFP-Hydraulic Dredging of Lake Shamrock.
- March Board of Review Dates set.

11. EXTENDED PUBLIC COMMENT: None.

12. COMMISSION DISCUSSION TOPICS:

Mayor Pat Humphrey informed the commission that he will be absent from both City Commission meetings in March 2023.

13. *APPROVAL OF BILLS: *Approved by Consent Agenda.*

14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*

15. ADJOURNMENT: Motion by Commissioner Jenkins, second by Commissioner Murphy to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None *Motion Carried.* The meeting adjourned at 6:20 p.m.

_____ _____

Pat Humphrey, Mayor Sarah Schumacher, Deputy Clerk

The special combined meeting of the Clare City Commission and the Clare City Planning Commission was called to order at 5:38 p.m. by Planning Commission Chair Jason Lowe, at the Clare City Hall, 202, W. Fifth St., Clare, Michigan. The Chair led the meeting with the Pledge of Allegiance. Present were: City Commissioners Pat Humphrey, Bob Bonham, Kim Bussell, and Maegan Jenkins; Planning Commissioners Glenda Carmoney, Angie Cozat, Jason Lowe, Josh Clark, and Nick Wyman. Absent: Elaine Demasi who subsequently arrived at 5:41, Gus (Carolyn) Murphy, Brett Moser, Stacy Pechacek, and Ken Hibl. Also, present were Jeremy Howard, City Manager; Sarah Schumacher, Deputy Clerk; and Chloe Sprague, High School Intern.

APPROVAL OF AGENDA:
Moved by Commissioner Clark second by Commissioner Wyman to approve the Agenda. Voice vote: Yeas: Commissioners Pat Humphrey, Bob Bonham, Kim Bussell, Maegan Jenkins, Glenda Carmoney, Josh Clark, Angie Cozat, Elaine Demasi, Jason Lowe, & Nick Wyman. Absent: Carolyn (Gus) Murphy, Ken Hibl, Brett Moser & Stacy Pechacek. Nays: None. *Motion Carried.*

PUBLIC COMMENT: Al Demarest spoke at length about the upcoming school millage and the effect it may have on taxes. He also expressed his concern about allowing marijuana businesses in Clare. Lastly, he disagreed with the City Commission's most recent appointment to the Planning Commission. In closing, Mr. Demarest complimented City Manager Jeremy Howard on the work he has accomplished.

Jeremy Howard introduced the new High School Intern, Chloe Sprague.

NEW BUSINESS:

A. <u>PRESENTATION OF PLANNING COMMISSION ANNUAL REPORT</u>
Chairman Jason Lowe presented the Planning Commission's 2023 annual report to the Clare City Commission. The Planning Commission discussed some of the items they worked on last year, the biggest being the city's Master Plan.

B. <u>COMMISSION DISCUSSION TOPICS OF MUTUAL INTEREST</u>
The Commissions held discussions on some new downtown businesses including McEwan Street Fudge and Ice Cream Shop, Cardinal and Clover, and Play-N-Snack Arcade. They also discussed the proposed Health Park to be located on approximately 70 acres on the north side of Rebak Way. Urgent Care has recently moved from its location on Fifth Street to MidMichigan Health's facilities professional building on Beech Street. The City currently has the ability to sell some of the newly purchased property within the South Industrial Park that is along the roadway, as infrastructure is available in that area. Commissioner Carmoney expressed concern about the traffic lights at McEwan and Schoolcrest, some of the southbound traffic stops beyond the designated stopping point or simply drives through the red light without stopping which could potentially cause accidents with traffic turning south from Schoolcrest, or causing death or injury to pedestrians on the crosswalk.

EXTENDED PUBLIC COMMENT: None.

ADJOURNMENT
Moved by Commissioner Wyman second by Commissioner Bonham, to adjourn at 6:15 p.m. Voice vote: Yeas: Commissioners Pat Humphrey, Bob Bonham, Kim Bussell, Maegan Jenkins, Glenda Carmoney, Josh Clark, Angie Cozat, Elaine Demasi, Jason Lowe, & Nick Wyman. Absent: Carolyn (Gus) Murphy, Ken Hibl, Brett Moser & Stacy Pechacek. Nays: None. *Motion Carried.*

_____
Sarah Schumacher, Deputy Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: February 16, 2023
RE: Recognition – Tom Francisco – Police – 10 Years of Service

For the Agenda of February 20, 2023

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*Background***.** Tom Francisco has completed 10 years of faithful, dedicated service to the City of Clare as a member of the City's Police Department. We ask that the City Commission recognize Tom for his extraordinarily outstanding service.

Issues & Questions Specified. Should the City Commission formally recognize Tom Francisco for 10 years of faithful, dedicated public service?

Alternatives.

1. Formally recognize Tom Francisco for his dedicated public service.
2. Do not recognize Tom Francisco for his service.
3. Set aside the matter for further discussion and consideration at a subsequently scheduled public meeting.

Financial Impact. The fiscal impact to the City is approximately $50 ($25 stipend and $25 for a framed resolution).

Recommendations. I recommend that the City Commission recognize and honor Tom Francisco by adoption of Resolution 2023-015 (copy *att'd*).

Attachments.

1. Resolution 2023-015.

RESOLUTION 2023-015

A RESOLUTION OF THE CLARE CITY COMMISSION RECOGNIZING THE FAITHFUL AND DEDICATED SERVICE OF TOM FRANCISCO.

WHEREAS, Officer Tom Francisco has faithfully and dutifully served the residents of the City of Clare as a member of the Clare Police Department for the past 10 years; and

WHEREAS, the Clare City Commission desires and deems it appropriate to formally recognize said particularly dedicated and particularly exceptional service of Officer Tom Francisco.

NOW THEREFORE BE IT RESOLVED THAT that on behalf of the residents of the City of Clare, the Mayor and City Commission hereby formally recognize and express its sincere appreciation to Officer Francisco for his outstanding performance and for his 10 years of faithful, devoted, and dedicated service to the City of Clare and its residents, during the period February 13, 2013, to February 13, 2023.

BE IT FURTHER RESOLVED THAT the Mayor and City Commission honors Officer Tom Francisco for his exceptional devotion to duty, his selflessness, and for his commitment to excellence.

BE IT FURTHER RESOLVED THAT the Mayor and City Commission offers to Officer Tom Francisco its heartfelt wishes for continued success and prosperity in all endeavors and extends its enduring hopes for good health and prosperity while concurrently challenging him to continue the superb standard of excellence he has established for the past ten years of impeccable service.

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 20th day of February 2023.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: February 16, 2023
RE: Authorization for Change to Standard Lighting Contract – Consumer's Energy

For the Agenda of February 20, 2023

Background. The City received correspondence (*copy att'd*) from Consumer's Energy informing us of the cost to add an additional street light at McEwan and Wheaton (School Crossing). This street light will supply additional lighting at the intersection to enhance the safety of students and crossing guards at that corner. Prior to commencing with this project, Consumer's Energy has asked that we provide them a resolution (*copy att'd*) and a signed authorization (*copy att'd*) permitting them to accomplish the placement of the new street light. The City Commission is asked to approve the resolution.

Issues & Questions Specified. Should the City Commission adopt the Consumer's Energy Resolution authorizing the new street light?

Alternatives.

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

Financial Impact. The only cost is a $100 installation fee.

Recommendation. I recommend that the City Commission approve the necessary documents for the Authorization for Change to Standard Lighting Contract with Consumer's Energy by approval of Resolution 2023-016 (*copy att'd*).

Attachments.

1. Consumer's Energy Correspondence.
2. Authorization Document.
3. Resolution 2023-016.

Consumers Energy
Count on Us
A CMS Energy Company

CEM Support Center
Consumers Energy, CEM Support Center, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

October 24, 2022

NOTIFICATION #:
1064703800

CITY OF CLARE
202 W 5th St
Clare, MI 48617-1490

REFERENCE: MCEWAN AND WHEATON STREETLIGHT, CLARE

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:		
Winter Construction Costs:	$	-
Installation Charge:	$	100.00
Additional Costs		
Total Estimated Cost:	**$**	**100.00**
Less Prepayment Received:	$	-
Total Estimated Cost Due:	**$**	**100.00**

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

MATTHEW BENIC at 989-386-4709 .

A CMS Energy Company

Dear New Electric Customer:

Thank you for your request for electric service. In order to expedite your request and meet your schedule, we have deleloped the following list of items requiring action by you (Customer Responsibilities). These requirements must be met before we can install your service.

CUSTOMER RESPONSIBILITIES

1)	Service Location:	A copy of our design document may be included in your customer packet. If included, your service entrance equipment should be located at the spot indicated by an "X" as shown on the design document (Form 2804). Install the meter socket 3½ - 5 feet above final grade of this location.
2)	Meter Socket:	Residential metering equipment furnished free of charge, owned and maintained by Consumers Energy includes: meters and one or two position self-contained meter sockets. Contact the company representative assigned to your notification for locations to pick-up the meter socket. For metering installations that require a three or more position self-contained meter socket, the customer will be required to purchase approved meter sockets from a distributor or supplier of their choice.
3)	Payment:	An invoice may be included in your customer packet. If included, the deposit amount on the invoice must be paid prior to installation of your service. Additional charges may apply and will be billed/or a refund issued upon completion of your service installation.
4)	Site Conditions:	The site must be within three (3) inches of final grade before we can install your service. If you have requested an underground service, you will need to clear a 12-foot wide path that is free of building materials, brush, trees, shrubs, etc, along the proposed service route to avoid delays. Our Forestry Department can provide this service for you at an additional charge. For overhead service, nominal line clearing will be provided at no charge. Any extensive line clearing may require additional charges. After your service is installed, we will backfill and place excavated earth over the trench. You are responsible for the final restoration and ensuring that the grading over the trench is at the required level.
5)	Staking:	To avoid damage, you must mark (stake) your existing private underground facilities such as: well, septic systems, sprinkler system, any underground wires, buried LPG tanks, piping, or other unusual buried facilities. These stakes must be apparent when we arrive to install the service. We cannot reimburse you for damage to facilities that are not properly staked. You do not need to stake the utilities' electric, gas or communication lines.
6)	Mobile Home or Temporary Service:	If you requested service to a mobile home or temporary electric service, you will be required to set your own pole or install a pipe for underground service in accordance with Consumers Energy specifications. Contact the Consumers Energy representative assigned to your notification for additional information.
7)	Construction Repair:	If additional line work is required to reach your location due to site conditions or other unusual circumstances, extra charges may be incurred.
8)	**ELECTRICAL INSPECTION:**	**YOU ARE RESPONSIBLE FOR ENSURING THAT ALL ELECTRICAL PERMITS AND INSPECTIONS ARE OBTAINED BEFORE ANY SERVICE CONNECTIONS CAN BE MADE. WIRINGS MUST COMPLY WITH LOCAL AND STATE ELECTRICAL CODES. NOTE: CAUTION SHOULD BE USED WHEN WORKING INSIDE FUSE PANEL. PANEL MAY BE ENERGIZED AFTER SERVICE IS**
9)	Additional Charges:	Underground services installed during the months of December through April may be subject to an additional charge. Unusual site conditions may also require an additional charge. These charges will be communicated to you in advance of construction.
10)	Joint Trenching:	Discounts for installation of electric and gas service in the same trench (joint trench) are applied in calculating the gas service contribution.
11)	Usage Rate:	Customers are billed at a general service rate while the structure is under construction. If the structure is a home, then the owner of the home, upon receiving a Certificate of Occupancy, should call 1-800-477-5050 to ensure the gas and/or electric rates are changed to an appropriate rate.

Please keep these procedures in a convenient location to review as we proceed with designing your service and constructing the job. If any of the characteristics of the service request are changed and not communicated to us, you may experience delays and/or additional charges.

If you have any questions regarding these requirements please direct inquiries to:

MATTHEW BENIC at **989-386-4709**

Consumers Energy
Count on Us®

A CMS Energy Company

NOTICE FOR NATURAL GAS AND ELECTRIC CUSTOMERS
WINTER CONSTRUCTION/PRACTICAL DIFFICULTIES CHARGES

An **additional** construction charge of $3.00 per foot for **all underground construction footage** will be applied to gas and electric facilities installed **starting December 15, 2022 through April 1, 2023**. To help you avoid this charge, we have included important dates and site requirements below. **Please note that Electrical inspection is a requirement for construction for Electric and Joint trench requests.**

NATURAL GAS AND UNDERGROUND ELECTRIC SERVICE
FROM EXISTING FACILITIES

Applications/request for service **must be received on or before November 1, 2022; the job site must be ready including inspection; and all required permits, easements (if applicable) and estimated payments must be received on or before November 22, 2022.** (Please note that the November 22, 2022, payment deadline replaces the payment due date listed at the top of your invoice.)

If you are in the early stages of construction, please make sure your basement (or foundation) is backfilled, and the service route from the building to the property line is leveled and sloped for appropriate grade. Please keep this route clear of all dirt and building materials so that our employees can work safely and efficiently.

If you're unable to meet the above dates or site conditions, you may want to consider installing conduit for your Consumers Energy natural gas and/or electric service. Conduits that are properly installed and usable will not incur the winter charges.

GAS MAIN AND UNDERGROUND PRIMARY ELECTRIC EXTENSIONS

Application/request for main and primary underground electric extension **must be made on or before October 3, 2022, and the following must be completed on or before November 1, 2022**:

1. All payments must be made in advance, including your service payment. Please note that the November 1, payment deadline replaces the payment due date listed at the top of your invoice.
2. Governmental agencies must have returned required construction permits.
3. The site must be clear and ready for construction, including the service route.
4. Consumers Energy must receive all required easements.

GAS METERS

You do **not** need to call us to request gas meter installation for single-unit buildings that require a 250 Metris meter. We will set gas meters within 5 days after the gas service has been installed.

To schedule installation of a gas meter for a multifamily building or building that requires a meter larger than a 250 Metris meter, please call us at (800) 477-5050. These installations require connecting a fuel line to our meter bracket and at least one permanent natural gas appliance. Also, we need your help to access the building. If your township requires a pressure test inspection tag, please verify this has been completed before requesting a meter set.

NOTE: To help us schedule your meter set when you need it and avoid delays, we suggest that you apply for your natural gas and electric service at the same time you apply for your building permit.

If you have any questions, please call your Project Coordinator or Service Technician:
MATTHEW BENIC at 989-386-4709

One Energy Plaza • Jackson, MI 49201 • 800-477-5050 • ConsumersEnergy.com

Consumers Energy
Count on Us®

A CMS Energy Company

CEM Support Center
Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

PLEASE RETURN THE CHECKED DOCUMENTS BELOW TO CONSUMERS ENERGY IN THE ENVELOPE PROVIDED	
TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: *POBoxCEServiceRequest@cmsenergy.com*	
☐	AGREEMENT FOR INSTALLATION (Please return all pages of contracts) (Form 93, Form 94 and Form 95 - 2 Page Document Each) (Form 861, Form 862 and Form 230 - 4 Page Document Each)
☑	PAYMENT WITH INVOICE STUB (BOTTOM STUB IS REQUIRED FOR PROCESSING)
☑	REQUEST FOR ELEVATED CUSTOMER DELIVERY PRESSURE
☐	STANDARD LIGHTING CONTRACT (MUST BE CERTIFIED BY CLERK)
☐	SIGNED CUSTOMER ATTACHMENT PROGRAM (CAP) CONTRACT (PLEASE ENSURE TO CHECK PAYMENT OPTION ON CONTRACT)
☑	GO READY FORM (FORM 1250) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
☐	SITE READY PHOTO(S) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
☐	OTHER:

NOTIFICATION REFERENCE NUMBERS	
ELECTRIC SERVICE NOTIFICATION:	
GAS SERVICE NOTIFICATION:	
ELECTRIC OH DISTRIBUTION NOTIFICATION:	
ELECTRIC UG DISTRIBUTION NOTIFICATION:	
GAS MAIN NOTIFICATION:	
STREETLIGHT NOTIFICATION:	1064703800

Form 547 11-2014

AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT(COMPANY-OWNED) FORM 547

Contract Number: 103034179624
Consumers Energy Company is authorized as of _____ by the City of CLARE CITY, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of CLARE CITY, dated 10/31/2018.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/31/2018 shall remain in full force and effect.

Notification Number(s): 1064703800

Comments: install of new 40W LED Cut-off Cobra Head on 6' arm

City of CLARE CITY

By: _____

(Signature)

_____

(Printed)

Its: _____

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

Form 547 11-2014

2023-016

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of CLARE CITY, dated 10/31/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated **February 20, 2023**,

heretofore submitted to and considered by this ☒ commission ☐ council ☐ board; and

RESOLVED, further, that the **Clare City** Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF CLARE

I, **Diane M. Lyon**, clerk of the City of CLARE CITY do hereby certify that the foregoing resolution was duly adopted by the

☒ commission ☐ council ☐ board of said municipality, at the meeting held on **Feburary 20, 2023**.

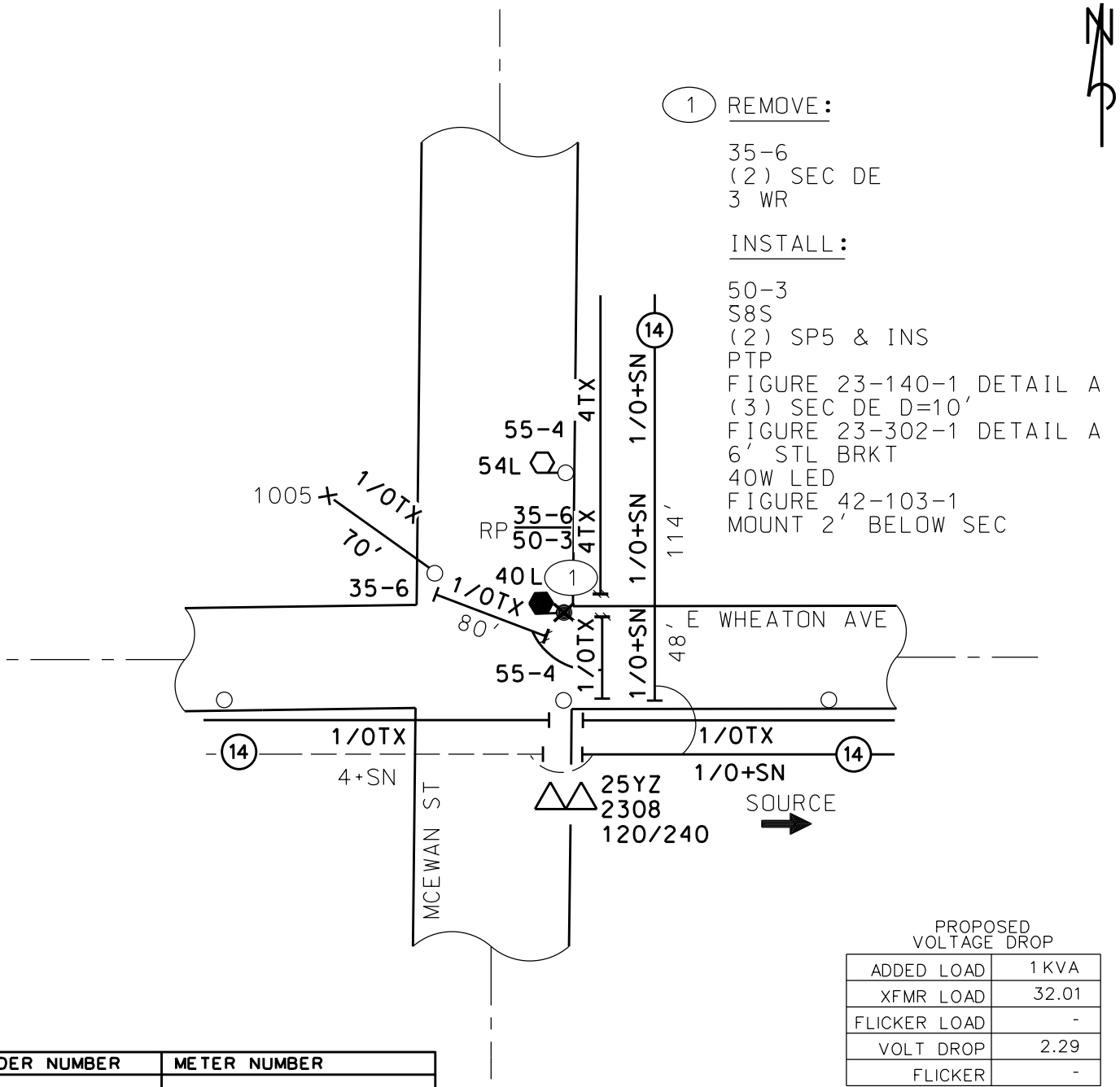
Dated:

Municipal Customer Type: City

Form 547 11-2014

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

- (1) 40 watt LED Cobrahead Cutoff to Install at location NE corner of N. Mcewan St. and Wheaton St.;



PROPOSED VOLTAGE DROP

ADDED LOAD	1 KVA
XFMR LOAD	32.01
FLICKER LOAD	-
VOLT DROP	2.29
FLICKER	-

METER ORDER NUMBER	METER NUMBER
READ	**METER LOCATION**

Mcewan and wheaton streetlight ecnc stl

CM NO.100007060358

ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ECNC	STL	1064703800	11446231	

CONSUMERS ENERGY CONTACTS

DEPARTMENT	NAME	NUMBER
COORDINATOR	MATTHEW BENIC	231-420-0603
DESIGNER	LOGAN PAISLEY	989-339-1983

CE STAKING REQ'D ☐ Yes ☒ No

FORESTRY REQ'D ☐ Yes ☒ No

TLM NUMBER	# OF RODS	OHMS
1704354203		

JOB PURPOSE:
STREETLIGHT INSTALLATION FOR SCHOOL WALKING ROUTE

Consumers Energy
A CMS Energy Company ELECTRIC

SUBSTATION	WD NO.
CLARE	1443
CIRCUIT	**CKT NO.**
CLARE	02

UPSTREAM SECTIONALIZING DEVICE:
0277-800A
LOCATION:
215' N OF PINE ST/E STATE ST CROSSING

SHEET A | SHEET 1 OF 1 | SCALE 1"=100'

CLARE CO GRANT TWP T 17N R 04W SEC. 35

ELECTRIC CAD TITLE BLOCK (2020)
SA_BOUD_JS_PROD_Design1953048.dgn
10-05-2022 15:22:11

Consumers Energy
Count on Us®

Amount Due:	$100.00
Please pay by:	November 07, 2022

Invoice Number	9323758636
PO Number	
PO Date	
Bill Date	10/24/22

Account: 3000 2029 5691

CITY OF CLARE
202 W 5TH ST
CLARE MI 48617-1490

MCEWAN AND WHEATON STREETLIGHT CLARE - STREETLIGHTING - NOTIFICATION NUMBER (s): - - - - - - 1064703800 -

NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	1.0 EA	$100.00	$100.00
		TOTAL DUE:	$100.00

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: MATTHEW BENIC -989-386-4709 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.

Consumers Energy
Count on Us®

Account: 3000 2029 5691

CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
PO Box 30162
Lansing, MI 48909-7662

PREPAYMENT REQUEST

Amount Due:	$100.00
Please pay by:	November 07, 2022
Enclosed:	

6 330032992434 000000100008 0000 2056 7 300020295691 H

GO-READY Checklist
Natural Gas & Electric Request

Consumers Energy
Count on Us®

Thank you for contacting Consumers Energy for your energy needs. This form is required to schedule your service installation, retirement, or alteration. Consumers Energy will contact you one to two days before our scheduled arrival. If it is deemed that any of the requirements are not met upon our arrival, Consumers Energy reserves the right to reschedule your job.

Please return completed Checklist either (1) by E-mail: poboxceservicerequest@cmsenergy.com (preferred) or (2) by Fax: 517-374-2424.

If neither option is available, you can mail a completed application to Consumers Energy Service Request, PO Box 30162, Lansing MI 48909-7662.

Notification #: 1064703800

Service Address: MCEWAN AND WHEATON STREETLIGHT, CLARE

Please check all requirements on the checklist below before returning this document. Providing accurate information upon completion when submitting your form helps assure construction execution upon crew arrival.

	YES	N/A
1. Has your payment been submitted to Consumers Energy?	☐	☐
2. Has your gas meter location been clearly marked, and/or your electric meter socket properly installed at the agreed upon location (service installation or alteration)?	☐	☐
3. Has your electric meter been inspected and approved by the local city/township inspector?	☐	☐
4. Is the site at rough grade?	☐	☐
5. Is a 12' wide path clear of debris and construction equipment?	☐	☐
6. Site Ready Photo (subdivision services only). Include photo with Checklist.	☐	

Making Consumers Energy aware of any customer-owned, underground facilities present, by clearly identifying and indicating the facility location reduces the risk of damages. Locate or expose any privately owned underground facilities or buried obstructions including, but not limited to:

	YES	N/A		YES	N/A
Septic tank (Existing or future)	☐	☐	Underground yard lighting	☐	☐
Drain field (Existing or future)	☐	☐	Sprinkler systems	☐	☐
Well (Existing or future)	☐	☐	Electronic dog fences	☐	☐

Other: _____

These facilities must be marked with stakes, spray paint, or flags. Consumers Energy and/or its agents will not be held responsible for damage that occurs to customer-owned underground facilities that are not properly located and marked before service installation.

After services are installed, excavation will be backfilled. Final restoration is your responsibility.

Thank you for your partnership!

Printed Name: _____

Signature: _____ Date: _____

Form 547 11-2014

RESOLUTION 2023-016

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of CLARE CITY, dated 10/31/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated **February 20, 2023**,

heretofore submitted to and considered by this ☒ commission ☐ council ☐ board; and

RESOLVED, further, that the **Clare City** Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF CLARE

I, **Diane Lyon**, clerk of the City of CLARE CITY do hereby certify that the foregoing resolution was duly adopted by the

☒ commission ☐ council ☐ board of said municipality, at the meeting held on **February 20, 2023**.

Dated:

February 20, 2023

Municipal Customer Type: City

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: February 16, 2023
RE: *Board & Committee Appointments – Board of Review
(Mr. Dennis Purkis, Mrs. Carol Santini, Mr. Wayne Terpening, and alternate Mr. Izak Post)

For the Agenda of February 20, 2023

***Note: This is a Consent Agenda item and is considered 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 February 20, 2023**.

Background. Section 9.6 of the City Charter (*copy att'd*) stipulates that the City Commission shall annually appoint and set the compensation of its Board of Review (BOR).

All current members of the BOR from 2022 are willing to serve another term on the 2023 BOR.

City staff considers all of these individuals to be fully qualified to serve on the Board of Review. The City Commission is asked to approve the appointments of Mr. Dennis Purkis, Mrs. Carol Santini, and Mr. Wayne Terpening as 2023 BOR members, and Mr. Izak Post as an alternate 2023 BOR member.

The Board of Review's compensation was raised recently to $15 per hour thus there is no request to change the rate of compensation.

Issues & Questions Specified. Should the City Commission approve the compensation and appointments of Mr. Dennis Purkis, Mrs. Carol Santini, Mr. Wayne Terpening as 2023 BOR members, and Mr. Izak Post as alternate 2023 BOR member.?

Alternatives.

1. Approve the compensation and appointments.
2. Adjust the compensation and make the appointments.
3. Approve the compensation but select other individuals to serve in these positions.
4. Adjust the compensation and select other individuals to serve in these positions.
5. Do not appoint anyone to serve in these positions.
6. Defer/delay decision of this matter to a subsequently scheduled City Commission meeting.

Financial Impact. The total anticipated cost of compensation and training for the Board of Review members is $2,000 per year.

Recommendation. I recommend that the City Commission approve the Board of Review appointments as well as the recommendation for compensation by adoption of Resolution 2023-017 (*copy att'd*).

Attachments.

1. Section 9.6 of City Charter.
2. Resolution 2023-017.

Section 9.6. Board of review.

The commission shall annually, in the month of April, appoint three qualified freeholders who are electors of the city, and who may hold other city offices or employment, to serve as members of the board of review, and shall set their compensation and the time of their appointment. The assessor shall be clerk of the board and shall keep a record of its proceedings, but he may not be a member of the board.

State law reference(s)—Charter to provide for board of review, MCL 117.3(a).

RESOLUTION 2023-017

A RESOLUTION OF THE CLARE CITY COMMISSION SETTING THE COMPENSATION AND APPOINTING THE MEMBERS OF THE CITY'S BOARD OF REVIEW.

WHEREAS, Section 9.6 of the Charter of the City of Clare stipulates that the Clare City Commission shall annually set the compensation of and appoint the members of the City's Board of Review; and

WHEREAS, the Commission has reviewed the current compensation offered to its Board of Review members and determined said compensation is adequate; and

WHEREAS, Mr. Dennis Purkis, Mrs. Carol Santini, and Mr. Wayne Terpening are currently serving as members of the City of Clare Board of Review; and

WHEREAS, Mr. Izak Post is currently serving as an Alternate member of the City of Clare Board of Review; and

WHEREAS, said Board members have indicated their willingness to continue serving in said positions; and

WHEREAS, the Clare City Commission considers all of said individuals fully qualified to serve in said positions.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby appoints Mr. Dennis Purkis and Mr. Wayne Terpening, and Mrs. Carol Santini to serve as members of the City of Clare Board of Review, and concurrently appoints Mr. Izak Post to serve as an alternate member of the City of Clare Board of Review, said appointments being effective on March 1, 2023, and expiring on April 30, 2024.

BE IT FURTHER RESOLVED that the compensation for said members shall continue to be $15 per hour.

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 20th day of February, 2023.

_____

Diane Lyon, City Clerk

To: Mayor Pat Humphrey and the Clare City Commission
From: Shannon Sirpilla
Treasurer and Finance Director
Date: February 14, 2023
Reference: Treasurer's Report for February 20, 2023

Revenue Sharing:

Calendar year Revenue Sharing reporting. We received additional backpay through February 2022, due to census population increase.

	2019	2020	2021	2022	2021 - 2022 Amount Change	2021 - 2022 Percentage Change
January/February	$ 53,456	$ 57,547	$ 59,438	$ 77,425	$ 17,987	31.3%
March/April	54,235	51,683	61,283	69,739	$ 8,456	16.4%
May/June	59,087	39,408	69,622	75,206	$ 5,584	14.2%
July/August	61,069	67,341	69,029	78,594	$ 9,565	14.2%
September/October	63,189	64,923	68,513	75,090	$ 6,577	10.1%
Total of Above	$ 291,036	$ 280,902	$ 327,885	$ 376,054	$ 48,169.00	17.1%

Act 51 Distribution:

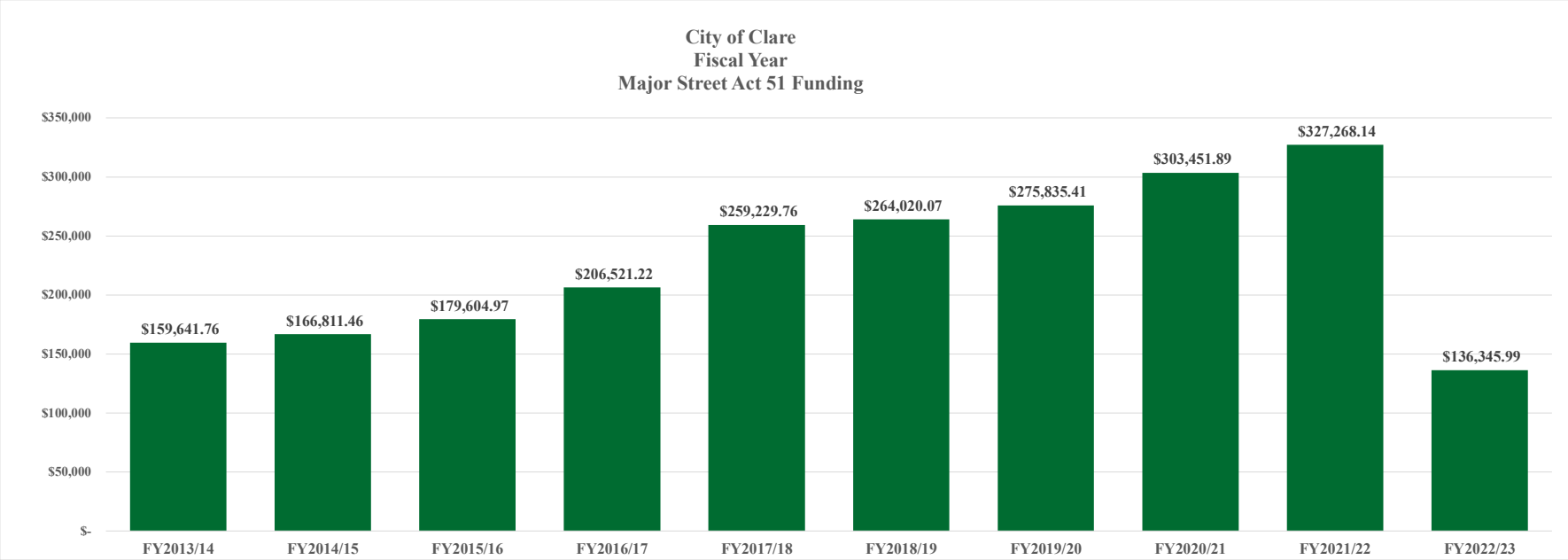
Below you will find information for the Act 51 funding received to date, along with its corresponding chart data. We still have December 2022 through June 2023 funds yet to be received this current fiscal year.

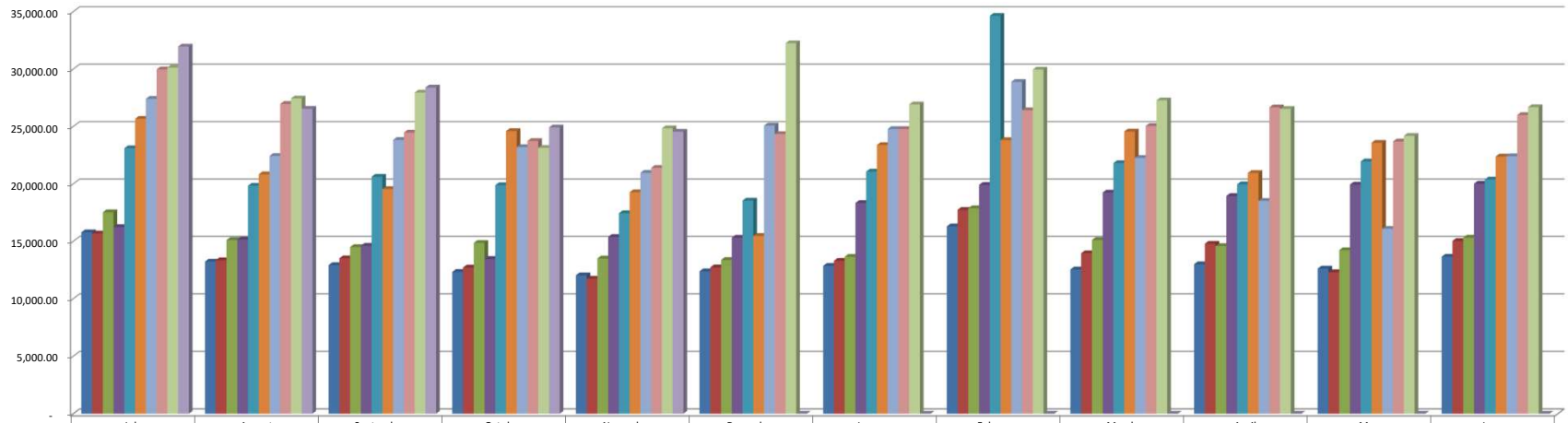
Dot Gov:

Our website automatically redirects anyone that types in .org over to the .gov domain. We are still in process with VC3 for our email conversion and redirect as .gov

Banking:

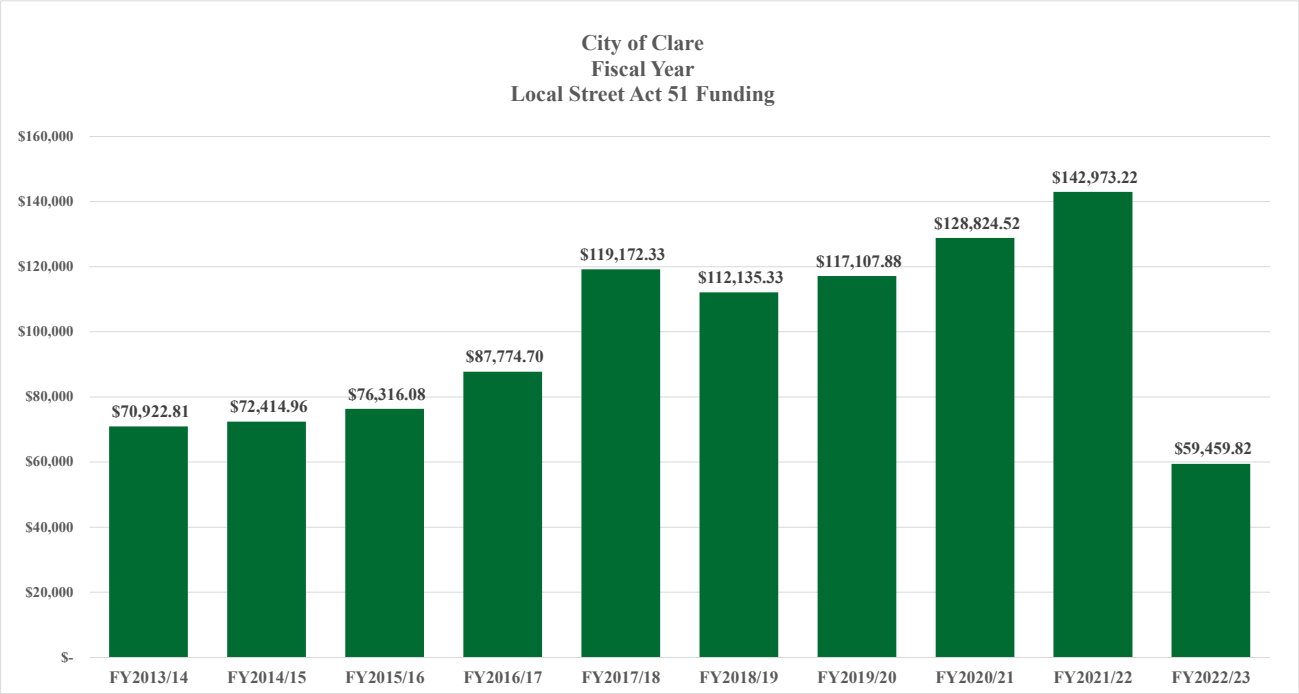
- We worked out the details with Mercantile for Positive Pay import files from BS&A.
- Mary has been setup to do ACH payment training with Mercantile.
- Sarah successfully submitted her first payroll direct deposit through Mercantile this month.
- Sarah has successfully submitted remote deposits of checks this month as well.

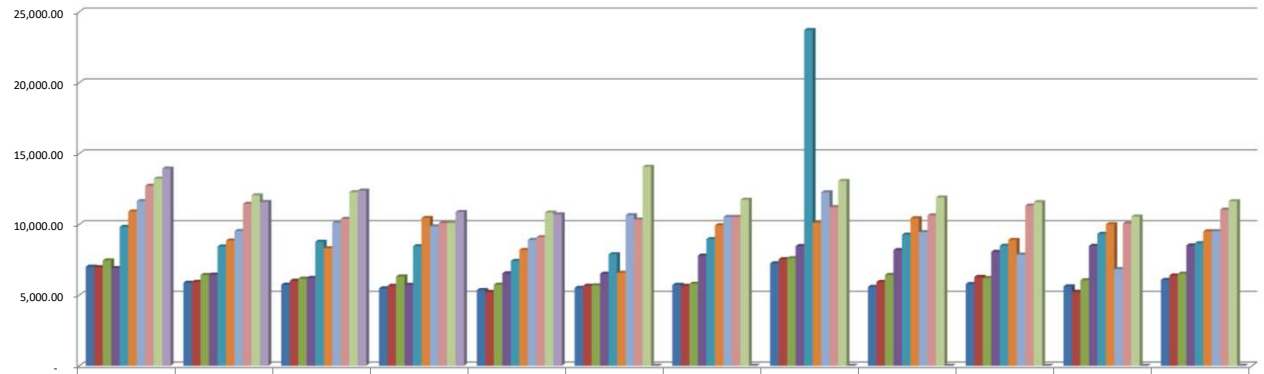




	July	August	September	October	November	December	January	February	March	April	May	June
FY2013/14	15,780.18	13,225.92	12,923.12	12,330.25	12,035.83	12,385.29	12,857.74	16,294.21	12,543.79	12,997.53	12,617.62	13,650.28
FY2014/15	15,672.64	13,348.55	13,513.67	12,708.21	11,739.83	12,724.00	13,298.21	17,735.85	13,955.84	14,784.17	12,306.16	15,024.33
FY2015/16	17,523.85	15,106.77	14,495.36	14,855.56	13,497.75	13,368.58	13,646.81	17,876.09	15,112.87	14,585.10	14,223.56	15,312.67
FY2016/17	16,239.53	15,153.32	14,604.26	13,460.51	15,378.07	15,309.70	18,331.68	19,906.24	19,245.12	18,943.64	19,936.16	20,012.99
FY2017/18	23,101.50	19,835.62	20,621.98	19,881.25	17,441.31	18,544.18	21,068.59	34,634.74	21,807.03	19,960.12	21,950.48	20,382.96
FY2018/19	25,664.13	20,830.50	19,543.01	24,596.50	19,272.53	15,464.22	23,380.95	23,806.30	24,557.19	20,950.54	23,574.17	22,380.03
FY2019/20	27,410.42	22,433.24	23,824.48	23,199.35	20,960.94	25,075.08	24,774.61	28,882.62	22,259.61	18,518.08	16,086.58	22,410.40
FY2020/21	29,970.30	26,962.69	24,464.64	23,736.22	21,395.51	24,339.80	24,776.55	26,417.61	25,042.02	26,660.15	23,692.03	25,994.37
FY2021/22	30,128.47	27,439.05	27,948.59	23,134.96	24,836.76	32,243.04	26,918.94	29,953.01	27,271.81	26,533.06	24,181.26	26,679.19
FY2022/23	31,958.11	26,539.14	28,391.58	24,912.63	24,544.53	-	-	-	-	-	-	-

FY2013/14 FY2014/15 FY2015/16 FY2016/17 FY2017/18 FY2018/19 FY2019/20 FY2020/21 FY2021/22 FY2022/23





	July	August	September	October	November	December	January	February	March	April	May	June
FY2013/14	7,002.90	5,869.28	5,734.93	5,471.83	5,349.13	5,505.56	5,715.57	7,243.17	5,576.02	5,777.71	5,608.83	6,067.88
FY2014/15	6,965.20	5,932.33	6,005.72	5,647.41	5,217.07	5,654.49	5,647.68	7,532.22	5,927.08	6,278.72	5,226.33	6,380.71
FY2015/16	7,446.01	6,418.93	6,159.13	6,312.19	5,735.25	5,680.33	5,798.55	7,595.57	6,421.92	6,197.66	6,044.03	6,506.51
FY2016/17	6,901.90	6,440.31	6,206.95	5,720.85	6,535.85	6,506.91	7,791.31	8,460.53	8,179.54	8,051.41	8,473.24	8,505.90
FY2017/18	9,821.03	8,432.62	8,766.92	8,452.02	7,415.15	7,884.04	8,953.86	23,709.05	9,267.15	8,482.28	9,327.14	8,661.07
FY2018/19	10,904.84	8,850.87	8,303.82	10,451.04	8,188.90	6,570.64	9,926.63	10,107.23	10,426.03	8,894.78	10,008.67	9,501.88
FY2019/20	11,637.10	9,524.04	10,114.72	9,849.32	8,899.01	10,645.67	10,518.10	12,262.50	9,450.56	7,862.21	6,829.87	9,514.78
FY2020/21	12,723.72	11,446.43	10,385.93	10,076.77	9,083.07	10,332.83	10,518.25	11,214.92	10,630.95	11,317.88	10,057.85	11,035.92
FY2021/22	13,229.09	12,048.20	12,271.94	10,089.14	10,831.29	14,061.17	11,739.11	13,061.82	11,892.38	11,570.23	10,544.69	11,634.16
FY2022/23	13,936.74	11,573.56	12,381.45	10,864.32	10,703.75	-	-	-	-	-	-	-

FY2013/14 FY2014/15 FY2015/16 FY2016/17 FY2017/18 FY2018/19 FY2019/20 FY2020/21 FY2021/22 FY2022/23

Airport Manager Report

February 2023

Fuel sales are a little ahead of forecast so far this year. Demand is very weather dependent, but when it's nice out people continue to fly and burn AVgas. I will be ordering a full tanker in the next week or two.

Randy Gibson, with Central MI RC Jets is looking to bring back the RC Jet events in 2023. We are working on a schedule that would allow several dates for RC Jets to fly at the Clare Municipal Airport. Some dates will be informal flights, which will not require closing any runways. For the larger organized events, I will continue to close runway 9/27 for the duration of scheduled flights.

Last week we had a 90% design meeting for the upcoming airport projects in 2023. We went over any changes to the scope of work and the timeline. We plan on advertising the bid on February 24th, having the Pre-Bid meeting on March 10th, and opening bids on March 24th. We will plan on projects starting in August, after the FAA releases the grant funding in July.

We have had some drain issues in the Terminal building, but with the help of Luke and the DPW, and Earl at Mid Michigan Plumbing, all is good now.

Best regards,

Gary Todd

Airport Manager

Clearly Clare MICHIGAN

Where the north begins at the crossroads of Rt 10 and 127.

Clearly another way of life.

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: January police activity

Dear Mr. Howard & City Commission:

Happy New Year
The goal of the Clare Police Department this year is to improve positive relationships with our community through community policing programs. We will continue to be proactive with crime prevention, strive to increase community safety, and remain actively involved in our city events and festivals. We wish everyone a safe and wonderful new year!

Training:
Jan 31st two officers – Response to Active Shooter training

New and noteworthy:
Nothing new to report.

School
January 19th Clare and Farwell lockdown drills were completed.

See attached report from Liaison Officer Brian David

David Saad
Clare Police Chief

Ticket Totals Report

From 1/1/2023 12:00:00 AM to 1/31/2023 12:00:00 AM

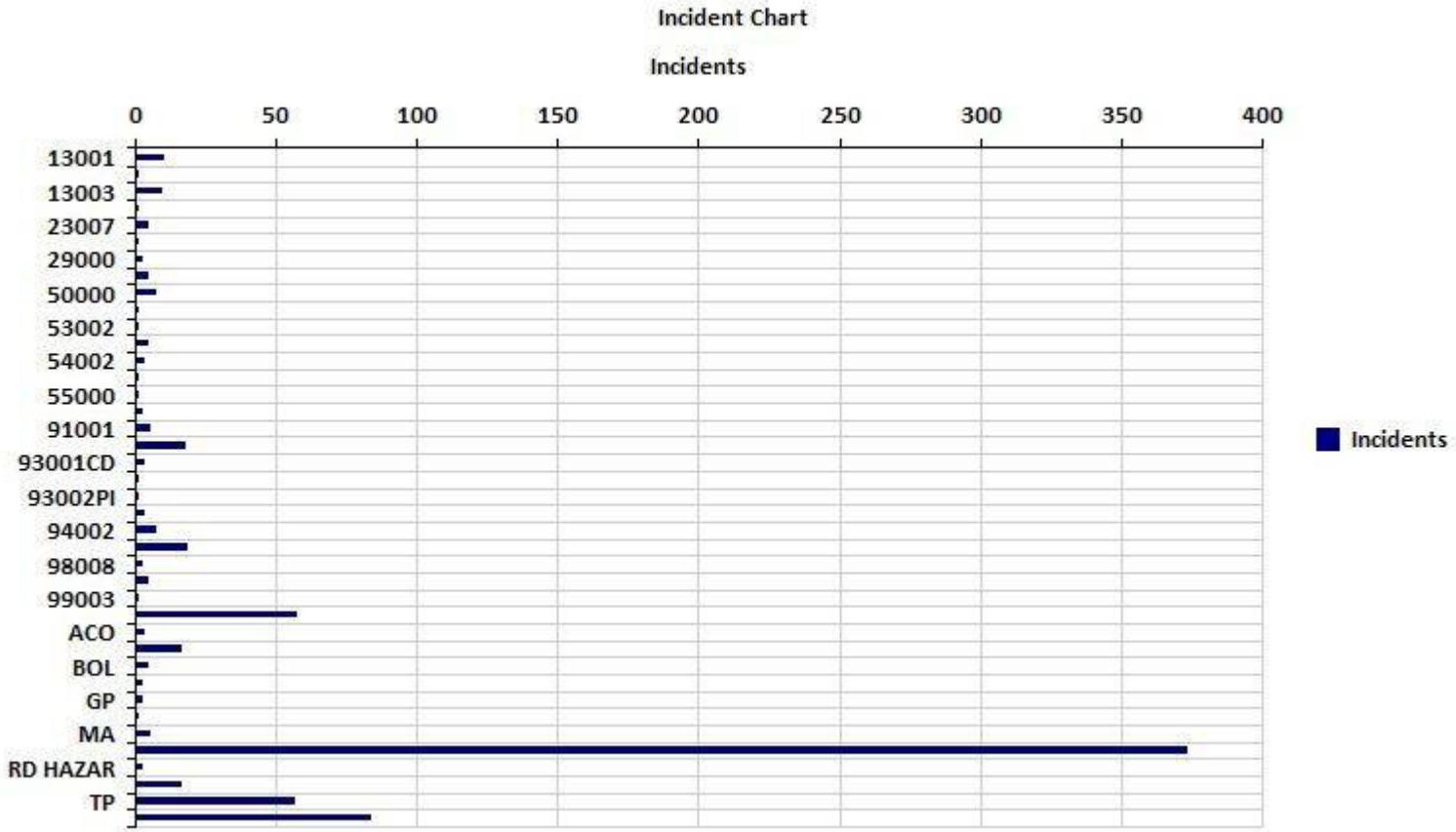
Agency Name	Voided Ticket Count	Warning Violation Count	Total Ticket Count	Total Violation Count
Clare City Police Dept	1	4	12	17
HAND WRITTEN			2	
				19
PARKING CITATIONS 3-6 AM				9

CLARE POLICE DEPT

INCIDENTS BY INCIDENT TYPE
JANUARY 2023

02/14/2023

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
13001	Non-Aggravated Assault	10
13002	Aggravated/ Felonious Assault	1
13003	Intimidation/ Stalking	9
23005	Larceny - Theft from Motor Vehicle	1
23007	Larceny - Other	5
26001	Fraud - False Pretence/ Swindle/ Confidence Game	1
29000	Damage to Property	2
38003	Family - Other	4
50000	Obstructing Justice	7
52002	Weapson Offense - Explosives	1
53002	Public Peace - Other	1
54001	Hit & Run Motor Vehicle Accident	4
54002	Operating Under the Influence of Liquor or Drugs	3
54003	Traffic Violations	1
55000	Health and Safety	1
62000	Conservation	2
91001	Juvenile Deliquent	5
93001	Traffic Accident	17
93001CD	Car/ Deer Accident	3
93002	Accident, Non-Traffic/ Private Property	1
93002PI	Private Property PIA	1
94001	Valid Alarm Activation	3
94002	False Alarm Activation	9
98007	Suspicious Persons	18
98008	Lost & Found Property	3
99001	Suicide	4
99003	Missing Persons	1
99008	General Assistance	57
ACO	Animal Control Complaint	3
AMBRUN	Ambulance Run	19
BOL	Be On the Look Out	4
BOL-WW	BOL Wrong Way Driver	2
GP	GENERAL PATROL	2
LOCK	SCHOOL LOCKDOWN DRILL	1
MA	Motorist Assist	5
PC	Property Check	373
RD HAZAR	Vehicle/Object Road Hazard	2
SALV INS	SALVAGE INSPECTION	16
TP	TRAFFIC PATROL	56
TSTOP	Traffic Stop	83
Total Incidents		**741**


Incident Chart
Incidents
0
50
100
150
200
250
300
350
400
13001
13003
23007
29000
50000
53002
54002
55000
91001
93001CD
93002PI
94002
98008
99003
ACO
BOL
GP
MA
RD HAZAR
TP
Incidents

Auxiliary Division

2023	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
January	122	0	5	10	11	148
February	0	0	0	0	0	0
March	0	0	0	0	0	0
April	0	0	0	0	0	0
May	0	0	0	0	0	0
June	0	0	0	0	0	0
July	0	0	0	0	0	0
August	0	0	0	0	0	0
September	0	0	0	0	0	0
October	0	0	0	0	0	0
November	0	0	0	0	0	0
December	0	0	0	0	0	0
Annual Totals	**122**	**0**	**5**	**10**	**11**	**148**
Blackwell, Doug	19	0	0.5	1	0	20.5
Chinavare, Ker	11	0	0.5	1	1	13.5
Defoy, Mick	0	0	0.5	1	0	1.5
Fassett, Lori	7.5	0	0.5	1	3.5	12.5
Gilmore, Travis	6	0	0.5	1	0.5	8
Hahn, Bill	8.5	0	0.5	1	0	10
Harger, Greg	9.5	0	0	0	2	11.5
Jenkins, Dan	10	0	0	0	3	13
Lemke, Shane	8	0	0	0	0	8
Lombard, Rebeka	8	0	0.5	1	0	9.5
Lynch, Steve	8	0	0.5	1	0.5	10
Papenfus, Joel	8	0	0.5	1	0.5	10
Pedjac, John	8.5	0	0	0	0	8.5
Winter, Nick	10	0	0.5	1	0	11.5
	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
	0	0	0	0	0	0
	0	0	0	0	0	0
Officer Totals	**122**	**0**	**5**	**10**	**11**	148

Ro5, SGT. Chrome
1/30/23

Auxiliary Division

2023

JANUARY	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Blackwell, Doug	19		0.5	1		20.5
Chinavare, Ken	11		0.5	1	1	13.5
Defoy, Mick			0.5	1		1.5
Hassett, Lori	7.5		0.5	1	3.5	12.5
Gilmore, Travis	6		0.5	1	0.5	8
Hahn, Bill	8.5		0.5	1		10
Harger, Greg	9.5				2	11.5
Jenkins, Dan	10				3	13
Lemke, Shane	8					8
Lombard, Rebeka	8		0.5	1		9.5
Lynch, Steve	8		0.5	1	0.5	10
Papenfus, Joel	8		0.5	1	0.5	10
Podjac, John	8.5					8.5
Winter, Nick	10		0.5	1		11.5
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
Officer Totals	**122**	**0**	**5**	**10**	**11**	**148**

Clare School Liaison Officer Report: Jan-Feb 2022-2023

- Attended six staff/student meetings
- Conducted nine traffic assists
- Responded to four disruptive student incidents
- Attended four attendance meeting
- Assisted with two threat assessments
- Attended two staff/parent meetings
- Assisted with a suspicious situation (unfounded)
- Conducted two general assists to school
- Attended seven staff meetings
- Conducted a staff security review
- Conducted three student meetings
- Conducted one class presentation
- Conducted one of our required district lock down trainings
- Assisted Farwell School Liaison Officer with lock down training
- Conducted one general assist to a parent
- Conducted one assist to CCSD
- Teaching 3rd hour Intro to Flight (drone) class at CHS
- Continue to conduct regular foot patrol thru all Clare schools
- ***The first four students from the Intro to Flight class took their FAA Remote Pilot written test and passed. Three student remain and are preparing to take the exam. ***

B.R. David
Patrolman/School Liaison Officer
Clare City Police Department

"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
JANUARY 2023
LUKE POTTER, DIRECTOR

STREET WORK. We bladed roads a couple days this month. We got cold patch at Wirt Stonedocks and cold patched 1/11 and 1/13. We salted highways, lots, and majors eight times in January. Plowed 2" snow on the 26th, came in on the 28th to blade highways and majors and came in early on the 29th to plow 8". We hauled snow on the 3rd, 27th and 31st. Cleaned up the airport and hauled snow on the 30th. And measured streets on the 25th

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 fixed a water main break on Fifth Street on the 5th and fixed a 6" water main break on Cedar Street on the 28th. We televised sewers, washed drains on DDA sidewalks, saw cut area for sewer and water for the turf room and installed water service for the turf room.

CEMETERY WORK: We had two full burials at Cherry Grove and one at St Cecilia cemetery. We also turned the compost pile.

MISCELLANEOUS WORK: We enjoyed two days off for New Years. We chipped brush, washed and waxed trucks, and cleaned and worked on trucks and did maintenance at the garage on several days. We finished painting the break room, took down Christmas banners, did building repairs at the depot and put on hydrant flags. We worked on windows at city hall and cleaned city hall. Cut trees at Pettit park, replaced a light pole that was hit, painted caboose railings and installed railings at the depot. We built a road for hauling dredging material at the airport and installed silt fence. We worked and repaired the barge and dredged every day this month.

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:	

WATER MAIN BREAK REPORT

DATE BREAK NOTED	DATE BREAK REPAIRED	LOCATION OF BREAK	EQUIPMENT COST	LABOR COST	ESTIMATED WATER LOSS PER DAY	X DAYS
01/05/23	01/05/23	E Fifth Street	$231.48	$891.54	92[976]	1
01/28/23	01/28/23	Cedar Street	$391.34	$312.48	111[571]	1

EQUIPMENT RENTAL - January 2023

GENERAL FUND				
General Operations	101-265.000-943.641	372.95		
Depot	101-265.000-943.641	33.99		
Cemetery	101-276.000-943.641	505.67		
Police	101-301.000-943.641	8,944.25		
Parking Lots/Flags	101-441.000-943.641	2,726.63		
Airport	101-537.000-943.641	2,411.87		
			101-000.000-001	**-$14,995.36 cr**
MAJOR STREETS & TRUNKLINES				
Trunklines	202-446.001-943.641	2,943.23		
Tkline Winter Cleanup	202-446.001-943.641	320.83		
Major Streets	202-449.000-943.641	5,316.32		
			202-000.000-001	**-$8,580.38 cr**
LOCAL STREETS:	203-449.000-943.641	5,112.02		
			203-000.000-001	**-$5,112.02 cr**
PARKS & DAM MTS.:				
Dam Mts	208-751.001-943.641	10.62		
Parks	208-751.001-943.641	1,311.44		
Dredging	208-741-004-702	15,724.18		
			208-000.000-001	**-$10.62 cr**
SEWER FUND				
Sewer Treatment	590-536.001-943.641	1,154.79		
Sewer Collection	590-536.002-946.641	1,824.76		
			590-000.000-001	**-$2,979.55 cr**
WATER FUND				
Water Trmt/Pumping	591-536.003-946.641	818.71		
Water Dist./Meters	591-536.004-946.641	1,414.39		
			591-000.000-001	**-$2,233.10 cr**

MOBILE EQUIPMENT FUND			
Cash Received	641-000-001	**$50,946.65**	
General Fund	641-000-669.101		-$14,995.36
Major Sts/Tklines	641-000-669.202		-$8,580.38
Local Sts	641-000-669.203		-$5,112.02
Parks	641-000-669.208		-$10.62
Sewer	641-000-669.590		-$2,979.55
Water	641-000-669.591		-$2,233.10
CONSOLIDATED FUND: Checks Written For:			
General Fund	102-000-669.101		$14,995.36
Major Sts/Tklines	102-000-669.202		$8,580.38
Local Sts	102-000-669.203		$5,112.02
Parks	102-000-669.208		$10.62
Sewer	102-000-669.590		$2,979.55
Water	102-000-669.591		$2,233.10
EQUIPMENT RENTAL, ALL DEPOSITS:	**102-000.000-067**	**$33,911.03**	
	102-000.000-001.001		
	102-000.000-067.102		

DPW MANHOUR REPORT FOR: Jan-23

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall	38	18	58.5	114.50				0.00				0.00	
	Railroad			2	2.00				0.00				0.00	
101-276.000-702	Cemetery		12.5	5	17.50			1	1.00	1	4	3	8.00	
101-528.000-702	Refuse Collection				0.00				0.00	5.1	20.4	15.3	40.80	
101-441.000-702	Par/Flag/Pk Lot	10		10.5	20.50				0.00				0.00	
	DDA Pk Lot	2	0.75	11.75	14.50	3.5	0.25	8.5	12.25				0.00	
101-445.000-702	City Trees/Lites		6		6.00				0.00				0.00	
	DDA Trees/Lites		12		12.00				0.00				0.00	
101-537.000-702	Airport	3		24	27.00	2.5		6	8.50				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts		2	4	6.00			2	2.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping				0.00				0.00				0.00	
	Drain/Bkslopes		2		2.00				0.00				0.00	
	TK Signs		1		1.00				0.00				0.00	
	Snow & Ice	2	1	4.75	7.75	4.5		22	26.50				0.00	
	Hauling Snow	4		10	14.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks		0.5	7	7.50	2		5	7.00				0.00	
202-499.002-702	Major Sts Maint.	10	9	3	22.00			2	2.00				0.00	
202-499.003-702	Snow & Ice		2	24	26.00	4.5		13.25	17.75				0.00	
202-499.004-702	Administration				0.00				0.00	1	4	3	8.00	
203-444.002-702	Local Sts Sidewalks			7	7.00			7	7.00				0.00	
203-499.002-702	Local Sts Maint.	7	15	9	31.00	2.5		4	6.50				0.00	
203-499.003-702	Snow & Ice		1	13.5	14.50	4		13	17.00				0.00	
203-499.004-702	Administration				0.00				0.00	1	4	3	8.00	
208-751.000-702	Lake Sham/Dam		1		1.00				0.00				0.00	
208-751.000-702	Lake Sham Pks	4		3	7.00				0.00				0.00	
208-751.000-702	Dredging	71	235.5	96	402.50				0.00				0.00	
590-536.002-702	Sewer		48	40	88.00				0.00	5.2	20.8	15.6	41.60	
591-536.004-702	Water	20	83	4	107.00	7		9.25	16.25	5.2	20.8	15.6	41.60	
641-444.000-702	DPW	67	159	104	330.00			0.5	0.50	1.5	6	4.5	12.00	
	DPW Equip	20	68.25	41	129.25	0.75	0.25	0.5	1.50				0.00	
	Fire Equip				0.00				0.00				0.00	
	Police Equip	12	6		18.00				0.00				0.00	
	Holiday/Funeral	82		8	90.00				0.00	10			10.00	
	OFF TIME	8	36.5	18	62.50				0.00	10			10.00	
TOTALS		360.00	720.00	508.00	1588.00	31.25	0.50	94.00	125.75	40.00	80.00	60.00	180.00	0.00
		1588.00				125.75				180.00				0.00

DPW: PARKS/BLDG & GROUNDS *MANHOUR REPORT FOR:* Jan-23

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			8.00												
	Sick Vacation																
	PARKS				0.00				0.00	5.50	21.50	33.00	60.00				0.00
	DDA Work				0.00				0.00				0.00				0.00
	BLDG & GRUNDS	20.00	20.00	14.00	54.00				0.00	26.50	58.50	23.00	108.00				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
		28.0	**20.0**	**14.0**	**62.0**	**0.0**	**0.0**	**0.0**	**0.0**	**32.0**	**80.0**	**56.0**	**168.0**	**0.0**	**0.0**	**0.0**	**0.0**
GRAND TOTAL		**62.00**				**0.00**				**168.00**				**0.00**			

PAY PERIOD: January 2023 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 All 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	$16.04			3.00	1.00				1.00							8.00			9.00							22.00	352.88
5 - Dodge Pickup	$12.75																					4.00				4.00	51.00
6 - GMC Pickup	$12.75	2.00																							8.00	10.00	127.50
7 - Chevy Bucket Truck	$10.62												1.00			1.00										2.00	21.24
8 - Int'l Dump Truck	$53.40				6.00		4.00							9.50			11.00			6.50			23.50		2.00	62.50	3,337.50
9 - Ford Dump Truck	$53.40	3.00		1.00			3.50							5.00		2.50	9.75		2.50	8.00			29.00		2.25	66.50	3,551.10
10- Sterling Dump Truck	$53.40	0.50			1.50									14.75		4.00	19.50		2.00	16.00						58.25	3,110.55
12- Sterling Dump Truck	$53.40				2.00		4.00							6.50			10.00			5.50			3.00		1.00	32.00	1,708.80
18- Case Loader	$40.61			6.50					2.00							2.00			3.00				86.00		1.00	100.50	4,081.31
20- Hyundai Loader	$79.72	1.00			17.00									10.50			6.00		4.00	7.50		3.00	42.00			91.00	7,254.52
23- Root UB Scraper	$7.88			1.00			3.50							4.00			4.75			8.00						21.25	167.45
24- Monroe UB Scraper	$7.88						2.00							1.50			5.00			3.00						11.50	90.62
25- Root UB Scraper	$7.88													6.00			6.00			5.00						17.00	133.96
36- Brush Chipper	$30.27															2.50			2.50							5.00	151.35
37- Street Sweeper	$103.19															2.00										2.00	206.38
39- Chevy Pickup	$10.62	7.00	2.00						2.00																	11.00	116.82
51- Ford Taurus City Hall Car	$11.89																							1.25	1.25	2.50	29.73
53A- Truck Unit	$53.40			2.00	2.00							2.00		0.50										29.00	8.00	43.50	2,322.90
53B- Sewer Washer Unit	$19.61																								2.00	2.00	39.22
53C- Catch Basin Unit	$28.91																								6.00	6.00	173.46
59- Ford Uitlity Truck	$10.62																						4.00	15.00	22.50	41.50	440.73
73- Wausau UB Scraper	$7.88						4.00							6.50			5.00			5.50						21.00	165.48
74- Snow Blower	$18.86						2.00								4.00			8.00								14.00	264.04
81- Trackless Tractor	$50.40				9.50		2.00								14.25			19.00								44.75	2,255.40
86- Salt Spreader	$17.89				8.00										8.25			11.00								27.25	487.50
89 - Ford Pickup (Parks)	$12.75																					74.50				74.50	949.88
93 - Kubota Tractor	$46.75																					1.00				1.00	46.75
93A - Pallet Forks	$6.66																					1.00				1.00	6.66
94 - Bucket Attachment	$5.24																					1.00				1.00	5.24
96- Swenson Spreader	$12.97	0.50			1.50									8.75			13.50			11.00						35.25	457.19
97- Chevy Pickup	$10.62					1.00															1.00		7.00		2.00	11.00	116.82
98- Airport Tractor	$60.36						17.00																			17.00	1,026.12
99 - Snow Blower Attachment	$18.88						16.00																			16.00	302.08
100- Snow Box Blade	$15.07						17.00																			17.00	256.19
105- Ford Pickup	$12.75		1.00	2.00	7.00												2.00		2.00	3.75		1.00	9.00	8.00	6.00	41.75	532.31
110 - Hydr Excavator	$47.01																						121.00			121.00	5,688.22
1009- Trimmer/Edger	$4.02																									0.00	0.00
		14.00	3.00	15.50	55.50	1.00	75.00	0.00	5.00	0.00	0.00	2.00	1.00	73.50	26.50	22.00	92.50	38.00	25.00	79.75	1.00	85.50	324.50	53.25	62.00	1055.50	40028.89

PERIOD: January 2023 EQUIPMENT	2023 Rate	GENERAL OP		DEPOT/SPECIAL EVENTS		CEMETERY		PARADES/FLAGS & pking lots		AIRPORT		TRUNKLINES		MAJOR STREETS		LOCAL STREETS		DAM		ALL PARKS		DREDGING LAKE SHAMROCK		SEWER		WATER		TOTAL HOURS	TOTAL DOLLARS
3 - GMC Pickup	$16.04		0.00		0.00	3.00	48.12	1.00	16.04		0.00	1.00	16.04	8.00	128.32	9.00	144.36		0.00		0.00		0.00		0.00		0.00	22.00	352.88
5 - Dodge Pickup	$12.75		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	4.00	51.00		0.00		0.00		0.00	4.00	51.00
6 - GMC Pickup	$12.75	2.00	25.50		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	8	102.00	10.00	127.50
7 - Ford Bucket Truck	$10.62		0.00		0.00		0.00		0.00		0.00	1.00	10.62	1.00	10.62		0.00		0.00		0.00		0.00		0.00		0.00	2.00	21.24
8 - Int'l Dump Truck	$53.40		0.00		0.00		0.00	6.00	320.40	4.00	213.60	9.50	507.30	11.00	587.40	6.50	347.10		0.00		0.00	23.50	1254.90		0.00	2	106.80	62.50	3,337.50
9 - Ford Dump Truck	$53.40	3.00	160.20		0.00	1.00	53.40		0.00	3.50	186.90	5.00	267.00	12.25	654.15	10.50	560.70		0.00		0.00	29.00	1548.60		0.00	2.25	120.15	66.50	3,551.10
10- Sterling Dump Truck	$53.40	0.50	26.70		0.00		0.00	1.50	80.10		0.00	14.75	787.65	23.50	1254.90	18.00	961.20		0.00		0.00		0.00		0.00		0.00	58.25	3,110.55
12- Sterling Dump Truck	$53.40		0.00		0.00		0.00	2.00	106.80	4.00	213.60	6.50	347.10	10.00	534.00	5.50	293.70		0.00		0.00	3.00	160.20		0.00	1	53.40	32.00	1,708.80
18- Case Loader	$40.61		0.00		0.00	6.50	263.97		0.00		0.00	2.00	81.22	2.00	81.22	3.00	121.83		0.00		0.00	86.00	3492.46		0.00	1	40.61	100.50	4,081.31
20- Hyundai Loader	$79.72	1.00	79.72		0.00		0.00	17.00	1355.24		0.00	10.50	837.06	6.00	478.32	11.50	916.78		0.00	3.00	239.16	42.00	3348.24		0.00		0.00	91.00	7,254.52
23 - Root UB Scraper	$7.88		0.00		0.00	1.00	7.88		0.00	3.50	27.58	4.00	31.52	4.75	37.43	8.00	63.04		0.00		0.00		0.00		0.00		0.00	21.25	167.45
24 - Monroe UB Scraper	$7.88		0.00		0.00		0.00		0.00	2.00	15.76	1.50	11.82	5.00	39.40	3.00	23.64		0.00		0.00		0.00		0.00		0.00	11.50	90.62
25 - Root UB Scraper	$7.88		0.00		0.00		0.00		0.00		0.00	6.00	47.28	6.00	47.28	5.00	39.40		0.00		0.00		0.00		0.00		0.00	17.00	133.96
36- Brush Chipper	$30.27		0.00		0.00		0.00		0.00		0.00		0.00	2.50	75.68	2.50	75.68		0.00		0.00		0.00		0.00		0.00	5.00	151.35
37 - Street Sweeper	$103.19		0.00		0.00		0.00		0.00		0.00		0.00	2.00	206.38		0.00		0.00		0.00		0.00		0.00		0.00	2.00	206.38
39 - Chevy Pickup	$10.62	7.00	74.34	2.00	21.24		0.00		0.00		0.00	2.00	21.24		0.00		0.00		0.00		0.00		0.00		0.00		0.00	11.00	116.82
51- City Hall Car	$11.89		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.25	14.86	1.25	14.86	2.50	29.73
53A- Truck Unit	$53.40		0.00		0.00	2.00	106.80	2.00	106.80		0.00	2.50	133.50		0.00		0.00		0.00		0.00		0.00	29.00	1548.60	8.00	427.20	43.50	2,322.90
53B- Sewer Washer Unit	$19.61		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	39.22	2.00	39.22
53C - Catch Basin Unit	$28.91		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	6.00	173.46	6.00	173.46
59- Chevy Pickup 4x2	$10.62		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	4.00	42.48	15.00	159.30	22.50	238.95	41.50	440.73
73 - Wausau UB Scraper	$7.88		0.00		0.00		0.00		0.00	4.00	31.52	6.50	51.22	5.00	39.40	5.50	43.34		0.00		0.00		0.00		0.00		0.00	21.00	165.48
74 - Snow Blower	$18.86		0.00		0.00		0.00		0.00	2.00	37.72		0.00	4.00	75.44	8.00	150.88		0.00		0.00		0.00		0.00		0.00	14.00	264.04
81- Trackless Tractor	$50.40		0.00		0.00		0.00	9.50	478.80	2.00	100.80		0.00	14.25	718.20	19.00	957.60		0.00		0.00		0.00		0.00		0.00	44.75	2,255.40
86 - Salt Spreader	$17.89		0.00		0.00		0.00	8.00	143.12		0.00		0.00	8.25	147.59	11.00	196.79		0.00		0.00		0.00		0.00		0.00	27.25	487.50
89- Ford Pickup	$12.75		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	74.50	949.88		0.00		0.00		0.00	74.50	949.88
93 - Kubota Tractor	$46.75		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.00	46.75		0.00		0.00		0.00	1.00	46.75
93A - Pallet Forks	$6.66		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.00	6.66		0.00		0.00		0.00	1.00	6.66
94 - Bucket Attachment	$5.24		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.00	5.24		0.00		0.00		0.00	1.00	5.24
96 - Swenson Spreader	$12.97	0.50	6.49		0.00		0.00	1.50	19.46		0.00	8.75	113.49	13.50	175.10	11.00	142.67		0.00		0.00		0.00		0.00		0.00	35.25	457.19
97- Chevy Pickup	$10.62		0.00		0.00		0.00	1.00	10.62		0.00		0.00		0.00		0.00	1.00	10.62		0.00	7.00	74.34		0.00	2.00	21.24	11.00	116.82
98 - Airport Tractor	$60.36		0.00		0.00		0.00		0.00	17.00	1026.12		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	17.00	1,026.13
99 - Snow Blower Attachment	$18.88		0.00		0.00		0.00		0.00	16.00	302.08		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	16.00	302.08
100 - Snow Box Blade	$15.07		0.00		0.00		0.00		0.00	17.00	256.19		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	17.00	256.19
105- Ford Pickup	$12.75		0.00	1.00	12.75	2.00	25.50	7.00	89.25		0.00		0.00	2.00	25.50	5.75	73.31		0.00	1.00	12.75	9.00	114.75	8.00	102.00	6.00	76.50	41.75	532.31
110 - Hydr Excavator	$47.01		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	121.00	5688.21		0.00		0.00	121.00	5,688.21
		14.00	372.95	3.00	33.99	15.50	505.67	56.50	2726.63	75.00	2411.87	81.50	3264.06	141.00	5316.32	142.75	5112.02	1.00	10.62	85.50	1311.44	324.50	15724.18	53.25	1824.76	62.00	1414.39	1055.50	40028.89
																												1,055.50	40,028.89

January-23		Police		Water		Waste Water		TOTAL	TOTAL
EQUIPMENT	2023 RATES	Department		Treatment		Treatment		HOURS	DOLLARS
1 - 2012 Ford Pickup	$12.75		0.00	26.50	337.88	36	459.00	62.50	796.88
61- Western Snow Plow	$13.45		0.00		0.00		0.00	0.00	0.00
16- 2008 Ford	$11.89		0.00	26.50	315.09	36	428.04	62.50	743.13
65- Push Mower	$11.89		0.00		0.00		0.00	0.00	0.00
4 - 2009 Ford Pickup	$12.75		0.00	13.00	165.75	21	267.75	34.00	433.50
PATROL CARS	$11.89	752.25	8944.25		0.00		0.00	752.25	8944.25
		752.25	8944.25	66.00	818.71	93.00	1154.79	911.25	$10,917.75
								911.25	*10,917.75*

	1		4		16	
	WA	WWT	WA	WWT	WA	WWT
Jan 1-7	6	8.00	3.00	5.00	6.00	8.00
Jan 8-14	6	8.00	3.00	5.00	6.00	8.00
Jan 15-21	6	8.00	3.00	5.00	6.00	8.00
Jan 22-28	6	8.00	3.00	5.00	6.00	8.00
Jan 29-31	2.5	4.00	1.00	1.00	2.50	4.00
	26.5	36	13	21	26.5	36

	46-1	46-2	46-3	46-4	46-5	Tahoe
END HOURS	6454	16323	24540	9033	16897	1064
START HOURS	6175	16102	24468	9006	16744	897
	279	221	72	27	153	167
						752.25 Total Hrs

10,917.75

40028.89

$50,946.65

DEPARTMENT OF PUBLIC WORKS- MANHOUR January 2023)

FUND	% OF HOURS	DEPARTMENT	January-23	
			REG.	O/T
GENERAL FUND	6.68%	General Fund	114.50	
	0.12%	Depot	2.00	
	1.08%	Cemetery	17.50	1.00
	1.20%	Parades/Flags/Pking Lots	20.50	
	1.56%	DDA Parking Lots	14.50	12.25
	0.35%	City Trees/Lites	6.00	
	0.70%	DDA Trees/Lites	12.00	
	2.07%	Airport	27.00	8.50
TKLINE'S	0.47%	Surface Maintenance	6.00	2.00
	0.12%	Drains & Backslopes	2.00	
	0.06%	Signs	1.00	
	2.00%	Snow & Ice	7.75	26.50
	0.82%	Cleanup winter debris (sand, etc)	14.00	
MAJOR STREETS	2.25%	MJ STS Preservation	29.50	9.00
	2.55%	MJ STS Snow/Ice	26	17.75
LOCAL STREETS	3.01%	LO STS Preservation	38.00	13.50
	1.84%	LO STS Snow/Ice	14.5	17
PARKS	0.06%	Lake Shamrock Dam	1.00	
PARKS	0.41%	Lake Shamrock Park work	7.00	
	23.49%	Dredging Lake Shamrock	402.50	
SEWER	5.13%	Collection	88.00	
WATER	7.19%	Distribution & Meter Mts.	107.00	16.25
DPW	19.29%	DPW Admin/Bldg/Equip	330.00	0.50
	7.63%	DPW: Equip	129.25	1.50
	0.00%	FIRE Truck		
	1.05%	DPW: PD Equipment	18.00	
	0.00%	COVID 19		
	5.25%	Holiday (Birthday)	90.00	
	3.65%	PAID TIME OFF:	62.50	
1713.75	**100%**	**TOTALS:**	**1588**	**125.75**

FUND	% OF HOURS	DEPARTMENT	January-23	
			REG.	O/T
DPW Clerical	4.44%	Cemetery Admin	8	
	22.67%	Refuse Collection	40.8	
	4.44%	Major Sts Admin	8	
	4.44%	Local Sts Admin	8	
	23.11%	Sewer Collection	41.6	
	23.11%	Water Distribution	41.6	
	6.67%	DPW Administration	12	
	5.56%	Holiday (Birthday)	10	
	5.56%	PAID TIME OFF:	10	
180	**100%**	**TOTALS:**	**180**	**0**

FUND	% OF HOURS	DEPARTMENT	January-23	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	0.00%	Parks Work		
	0.00%	DDA Work		
	87.10%	Bldgs & Grounds	54	
	12.90%	Holiday/Funeral	8	
	0.00%	PAID TIME OFF		
62	**100%**	**TOTALS:**	**62**	**0**

FUND	% OF HOURS	DEPARTMENT	January-23	
			REG.	O/T
SEASONAL EMPLOYEES	35.71%	PARKS WORK	60	
	0.00%	DDA WORK		
	64.29%	BLDG & GROUNDS	108	
	0.00%	TRUSTEE SUPERVISION*		
	0.00%	CEMETERY MAINTENANCE		
	0.00%	DPW		
	0.00%	AIRPORT MAINTENANCE		
168	**100%**	**TOTALS:**	**168**	**0**

FUND	% OF HOURS	DEPARTMENT	January-23 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
January 2023 Incident Response:
Monthly Total: 13 Year End Total: 13

January was a quiet month numbers wise. That's two months in a row with few calls. Good for our budget. We will catch up. We responded to three vehicle accidents; two had no injuries, the third was a fatal. We had a close call on Ludington drive just east of Harrison ave. We respond to report of a structure fire. On arrival the fire was out. The bathroom caught fire when the occupants were using a rosebud torch to kill bugs. Light smoke damage and the bath room ceiling had to be removed. We respond to one requests from INEFD for mutual aid for Tenders on a structure fire. Other incidents as listed.

Training:
2.0 hrs. Truck Check
2.0 hrs. Ice Water Rescue

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
2300001	1/2/2023 09:19	611 - Dispatched & canceled en route	Meridian / S. of Stevenson Lk. Rd, Clare, MI 48617
2300002	1/4/2023 15:01	311 - Medical assist, assist EMS crew	10131 Dover RD, Clare, MI 48617
2300003	1/10/2023 10:59	9002 - Lift Assist	407 S McEwan ST, Clare, MI 48617
2300004	1/11/2023 09:43	381 - Rescue or EMS standby	207 W Fifth ST, Clare, MI 48617
2300005	1/12/2023 00:25	733 - Smoke detector activation due to malfunction	235 Dwyer AVE #B-11, Clare, MI 48617
2300006	1/14/2023 10:14	736 - CO detector activation due to malfunction	607 Forest AVE, Clare, MI 48617
2300007	1/16/2023 13:50	322 - Motor vehicle accident with injuries	Beaverton Rd. E. of Cornwell, Clare, MI 48617
2300008	1/16/2023 17:13	111 - Building fire	6957 N Loomis RD, Clare, MI 48617
2300009	1/19/2023 08:20	324 - Motor vehicle accident with no injuries.	WB 10 E. of 127 split, Clare, MI 48617
2300010	1/21/2023 12:34	600 - Good intent call, other	7902 Colonville RD, Clare, MI 48617
2300011	1/24/2023 15:24	324 - Motor vehicle accident with no injuries.	S. Clare Ave / N. Clare Exchange, Clare, MI 48617
2300012	1/27/2023 18:06	324 - Motor vehicle accident with no injuries.	Tobacco S. of Beaverton Td., Clare, MI 48617
2300013	1/27/2023 21:11	1001 - Fire in a structure, not the structure itself	1340 E Ludington DR, Clare, MI 48617

Total Number of Incidents: 13

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 '1/1/2023 00:00' and '1/31/2023 23:59')

Monthly Director's Report, February 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.

St. Patrick's Day activities for 2023 include; The Lucky Leprechaun Storywalk, the Leprechaun Trap Contest and the Irish Pet Photo Contest.

> The **Lucky Leprechaun Storywalk** will take place along the Pere Marquette Rail-Trail and will feature the book "How to Catch a Leprechaun" and afterwards the participants will be able to come into the Pere Marquette District Library and search for the Leprechaun Door. The people who find the leprechaun door in the library, will get a small prize. The Irish-themed storywalk will take place from March 16 – April 3, 2023.
>
> The **Leprechaun Trap Contest** is a fun contest for people of all ages to show us who can design and make the best leprechaun trap. The trap that captures the leprechaun will win a prize. The traps can be dropped off now until March 17, 2023.
>
> The **Irish Pet Photo Contest** is currently running and entries will be accepted until Wednesday, March 15, 2023 at 3 p.m. The cost is $5 to enter and the proceeds from the contest will go to the Spay-Neuter Animal Project (S-NAP) and assist them with their 2023 projects. The winners will be selected by members of the S-NAP and the top three have the opportunity to win one of three prizes. 1st Place - $50 Clare Cash, 2nd Place - $25 Clare Cash and 3rd Place $10 Clare Cash.

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. Simmer has drafted a couple of support letters for the Arts Council to use for their grant and award requests that have been submitted.

Past Events/Programs

The Clare-Gladwin RESD Parent Coalition put on a **Winter Carnival** at the Pere Marquette District Library on 1/28/23 and had multiple organizations assist by bringing in a game or craft to run during the event. Clare Parks and Recreation participated and brought a game and handed out

flyers for upcoming events and programs. After the event Simmer assisted the library and RESD in the clean-up.

Time for Tea is a collaboration with the Pere Marquette District Library and Clare Parks and Recreation. The Alice in Wonderland event was held in the lower level of the library on February 12, 2023 from 3-5 p.m. Hors d 'Oeuvres were provided by the Dairy Phil and then we had some pamper crafts. Elaine's Hair and Nails and Shear Indulgence attended and provided a pamper session for our guests. We had a total of 34 people attend. We required tickets to be purchased ahead of time and tickets were $15 each. We had a few high school students who volunteered their time to the event and dressed up for the event.

Grants

MDNR – SPARKS GRANT PROGRAM was 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 was a highly anticipated and competitive grant program that opened up. We received notification that they only selected 21 out of 460 applicants that were received. There will be a second wave of grants that will be accepted and we plan resubmitting our grant requests.

Clare Parks and Recreation submitted 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. The grant was submitted on January 15, 2023 and Simmer met with a committee rep for the due diligence portion of the grant process. The due diligence meeting takes place before the board determines what projects they will be funding. We should receive notification from the foundation whether we are chosen sometime this month.

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. Simmer is currently working with the MDNR reps to get this completed.

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.
- 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.

MICHIGAN STATE
UNIVERSITY

January 17, 2023

Joy Simmer
Clare City Hall
202 W Fifth Street
Clare, MI 48617

Dear Ms. Simmer,

I am a Research Technician working on the Exotic Forest Pest Research project in Dr. Deborah McCullough's Forest Entomology laboratory at Michigan State University. As you may remember, a major goal of this project is to facilitate early detection of non-native woodboring insect species that could be a problem if they arrive and become established in Michigan. We also gain considerable information about the diversity and distribution of native woodborers. Many of these species play valuable roles in decomposition and nutrient cycling, helping to maintain healthy, productive forests.

I am writing to thank you for your cooperation with our 2022 efforts. In 2022, we set up and monitored an array of traps at 30 locations across Michigan. We collected and identified a total 5,135 longhorned beetles, metallic woodboring beetles, and horntails, representing 115 different species. We are happy to report that we did not capture any of the non-native forest pests targeted by our study at Stamina Stadium & McIreland Trails.

Enclosed is a list of the woodboring insect species we collected from traps placed at Stamina Stadium & McIreland Trails We captured a total of 93 individual insects representing 18 different species at your location. If you have any questions regarding the exotic forest pest research project, please do not hesitate to contact us. Feel free to circulate this letter to the public.

Thank you again for working with us – this project would not have been possible without your assistance.

Sincerely,

Paige Payter
Research Technician, MSU

cc: D.G. McCullough, Professor, MSU
R. Miller, MDARD

College of Agriculture and Natural Resources

Department of Entomology

Natural Science Building
288 Farm Lane, Rm 243
East Lansing, MI 48824-1115

517-355-4663
Fax: 517-432-7061
www.ent.msu.edu

MSU is an affirmative-action equal-opportunity employer.

Insects Collected and Identified from Stamina Stadium & McIreland Trails

Family	Species	Count
CERAMBYCIDAE Longhorned Beetles	*Asemum striatum* (L.)	24
	Astylidius parvus (LeConte)	2
	Astylopsis sexguttata (Say)	1
	Clytus ruricola (Oliver)	9
	Cyrtophorus verrucosus (Olivier)	2
	Eupogonius tomentosus (Haldeman)	2
	Graphisurus despectus (LeConte)	1
	Monochamus carolinensis (Oliver)	1
	Monochamus s. scutellatus (Say)	40
	Neandra brunnea (Fab.)	1
	Phymatodes amoenus (Say)	3
	Psenocerus supernotatus (Say)	1
	Sternidius alpha (Say)	1
	Typocerus v. velutinus (Oliver)	1
	Urgleptes querci (Fitch)	1
	Xylotrechus colonus (Fab.)	1
SIRICIDAE Horntails	*Sirex nigricornis* Fab	1
	Siricid species	1

2023 Time for Tea Event

MENU

WRONG WAY
This Way
THAT WAY
DONT STEP ON
MOME RATHS!

TEA MENU
DRINK ME

MARCH - ST. PATRICK'S DAY FUN!!!

LUCKY LEPRECHAUN STORY WALK

ALONG THE PERE MARQUETTE RAIL-TRAIL

MARCH 16 - APRIL 3, 2023

STORY WALK WILL BEGIN AND END AT THE LIBRARY AND YOU WILL BE ABLE TO PARTICIPATE DURING LIBRARY HOURS. ONCE YOU HAVE COMPLETED THE STORY WALK YOU WILL GET A GOODIE BAG AND WILL BE ENTERED INTO A PRIZE DRAWING! GET AN EXTRA ENTRY WHEN YOU TAKE A SELFIE AND POST #CLARESTEPINTOSPRING

2023 IRISH PET PHOTO CONTEST

1st Place - $50 Clare Cash
2nd Place - $25 Clare Cash
3rd Place - $10 Clare Cash

SUBMIT YOUR IRISH-THEMED PET PHOTO NO LATER THAN WEDNESDAY, MARCH 15, 2023 AT 3 P.M.

- Send one (1) photo along with this completed registration form to the address below or make an online submission and $5.00 payment at https://gandl.org/petcontest
- Judging of the top 3 will be determined by members of the Spay-Neuter Animal Project (S-NAP)
- All proceeds from the contest will go to help support S-NAP and their 2023 projects
- Winners will be announced on the PMDL and Clare Parks and Recreation Facebook pages on March 18, 2023 at 6 p.m.

WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT JANUARY 2023

Wastewater Treatment Plant

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

- Replaced batteries and air filters in generator at WWTP
- Repaired issue with polymer pump
- Repaired air header on lagoon 3
- Received OK to purchase new UV units
- Replaced bearings on screen
- Snow removal at WTP and WWTP properties

Water Treatment Plant

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

- Performed maintenance on polyphosphate pump
- Communication issue with antennas on water tower resolved
- Worked with perceptive on communication errors at well 7
- Repaired seal on high service pump packing
- Replaced battery in generator at WTP

Landfill

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

- Submitted annual landfill report to EGLE and Health Department

Administrative Functions

During the month, the following administrative tasks were performed:

- Submitted stormwater pollution prevention plan to EGLE
- Created an updated sampling calendar
- Submitted certification for retention tank at WTP
- Participated in CMU study
- Submitted IPP PFAS report to EGLE

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: February 16, 2023
RE: City Manager's Report

For the Agenda of February 20, 2023

DDA Meeting. The DDA held a meeting on February 9th. There, unfortunately, was not a full quorum for the meeting, but a discussion was held with those in attendance regarding the proposed new Christmas decorations for this next season. The consensus was to change to something new (red and green Christmas trees, candy canes, and wreaths on the smaller poles).

Planning Commission Meeting. The Planning Commission had several items on its last agenda which included:

- Approval of a site plan for an Airplane Hangar Addition being built on Lot 203 at the Clare Municipal Airport.
- Approval of a special use permit and site plan application to Michigan Pure Green for an Adult Use Processing Center at 690 Industrial Drive in the South Industrial Park.
- Continued discussion of Ordinance Amendment to Section 52-308 – Vehicle Storage and Parking. It was a good discussion and lasted several hours. Further discussions/meetings will still need to take place to draft an ordinance that will hopefully address many of the issues that the City Commission asked them to look at.

Planning Commission / City Commission Annual Joint Meeting: Every year the City Commission and Planning Commission hold a joint meeting to discuss the Planning Commission Annual Report for the previous year along with any other topics of interest. The Planning Commission reviewed the 2022 Planning Commission Annual report with the City Commission. The two boards also discussed current and future projects as well as topics of mutual interest for work in the next year.

Lake Shamrock Dredging Project. Dredging work has continued daily, typically getting between 6 and 8 loads of material a day removed and hauled to the spoils location. However, with the change in weather, the County has recently implemented frost laws which have made it so that we are unable to haul the spoils. We are hopeful that the frost law's weight limits will be short-lived and that once they are lifted, we can get several more weeks of dredging in before our permit-required fish spawning pause dates of April 1st through May 31st. During these downtimes, there are other items that are being addressed such as tree trimming along the lake on some properties as well as bank clean up. We are also looking at shoring up the location where the barge offloads material during this time. The hydraulic dredging RFP was opened on Monday, February 13th and we did receive two bids. Those are being reviewed currently and you will see a bid approval recommendation and request come before you at an upcoming meeting.

.Gov Changes. Now have launched a new City of Clare website (www.cityofclare.gov) there are other changes related to the .gov change that need to be made. All city email addresses are now using cityofclare.gov though we still have the .org addresses setup as aliases for the time being so that no emails are missed during this roll out and transition. Our letterhead, business cards, forms, website content, etc. will slowly be transitioning as well as stock is used up and as time permits. Training for the new website updating capabilities by city staff is scheduled as well and that will be a much-needed addition to allow us to make updates quickly and easily as needed.

Verizon Cell Tower. Update – Work is continuing and the conduits for the fiber have been installed. We are still waiting on the installation of the fiber and the switching over of the tower from 4G to 5G.

Shamrock Park Ice Rink. Unfortunately, this year the weather has not cooperated for the ice rink at Shamrock Park. We were able to flood it and have it usable for a very short period but with the warm weather, the ice melted quickly. If Winter comes back (likely in Michigan), we might be able to try again, but we are uncertain at this time.

Spark Grant Results. If you remember in December of 2022, the City applied for two DNR Spark Grants (Depot Restrooms and Emerald Isle Recreation Complex Parking Lot). In total, the DNR received and considered 462 applications requesting more than $280 million dollars. Unfortunately, our projects were not selected during this round. 21 other communities were selected to share $14.2 million in Michigan Spark Grants for outdoor recreation projects. The DNR has announced that there will be additional grant rounds and there is approximately another $50 million dollars to be allocated. The city will be applying again for the next rounds.

Farming Leases. As you know, the City of Clare contracts with Rawson Farms to farm several hundred acres of land at the airport and on the south end of Clare by the industrial park. Recently the City received a letter from Rawson and Rawson that explained that beginning in the 2023 season (this spring) they will be getting out of the farming business and therefore are not renewing their leases with the City. Due to this change, we are currently reviewing options and most likely will be looking to contract with another farmer to utilize the land. We are also looking at the possibility of putting out an RFP to solicit the farming and obtain bids on per-acre pricing for the lease.

Tour. Continuing with our periodic tours, we have reached out to JX Truck Center (Peterbilt) to schedule a tour of their facility. If we hear back from them with an okay before Monday's meeting, we will plan to head north following the meeting for an informal tour of their facility.

Attachments:

1. Rawson Farms Letter.

Rawson and Rawson
7689 North Nottawa Road,
Farwell Michigan 48622

January 31, 2023

Dear Landlords:

2022 was a whirlwind of a year. As you are aware, Ray was hospitalized in October 2021, and then in and out of the hospital the majority of 2022 and ultimately passing away in September. With that the boys and I have had to reevaluate our future with the farm.

Several years ago, Ray began the process of finding a new owner for the farm. He wanted to secure a less stressful future for his family. With no future generation to take on the farming business, it made our decision easier to finish what Ray had already started.

As of last week, we planned on farming this coming season of 2023, however an opportunity presented itself that would allow us to fulfill Ray's final wishes. So, with that being said, Rawson and Rawson will no longer be leasing your ground to farm.

We have farmers interested in renting your property, call if you are interested 989-588-2499.

We want to take this time to thank you for being our landlord all these years, and supporting our family in all our endeavors of past planting and harvesting seasons.

Sincerely,

Helen Steve Dave

Helen, Steve, and Dave Rawson

<u>As of January 31, 2023, the farm of the Rawson family will start the process of closing.</u>

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: February 16, 2023
RE: *Communications

For the Agenda of February 20, 2023

***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 February 20, 2023.**

FOIA Requests & Responses: The most recent FOIA requests and responses are attached for information.

SOS Proposal 2022-2 Presentation: Michigan's Secretary of State Benson provided the attached presentation information to the Michigan Legislature.

Site Plans, Special Use Permits, Variance Requests & Public Notices:
ALDI Site Plan-New Construction
American Marble & Granite Site Plan-Façade Improvement

Attachments. As noted above.

Diane Lyon

From: Ken Deloian <kdeloian@smartprocure.com>
Sent: Monday, February 13, 2023 2:22 PM
To: FOIA
Cc: kdeloian@smartprocure.com
Subject: SmartProcure FOIA Request to Clare City For PO/Vendor Information
Attachments: DATA SAMPLE.csv

Good afternoon Ms. Lyon,

SmartProcure is submitting a FOIA request to Clare City for any and all purchasing records from 11/14/2022 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.

Please do advise as to cost, if any, prior to any changes being incurred by your Agency.

As means of an example, please see the attached file we have received before from your Agency.

The specific information requested from your record-keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person, and email address

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

https://upload.smartprocure.com/?id=c2RqPWEyYjZRMDAwMDAzWDBvV1FBUyZzdD1NSSZvcmc9Q2xhcmVDaXR5

If this request was misrouted, please forward it to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Best Regards,
Ken Deloian
Data Acquisition Specialist
SmartProcure
Direct: 561-609-6943
Email: kdeloian@smartprocure.com
100 S MILITARY TRL STE 13
#4968

Where the north begins at the crossroads of Rt 10 and 127.

Clearly Clare MICHIGAN

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

February 14, 2023

Ken Deloian
Data Acquisition Specialist
SmartProcure
100 S. Military Trl., Ste 13 #4968
Deerfield Beach FL 33442-9991

561-609-6943
kdeloian@smartprocure.com

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

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated February 13, 2023, and received February 14, 2023 for the following records is acknowledged and your request is hereby **Granted** for the following information: any and all purchasing records from 11/14/22 through current 02/14/23. A Fee Schedule is attached.

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org.

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.

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

Diane Lyon, City Clerk

Secretary of State

Michigan.gov/SOS

Michigan Elections

Secure and fair, accurate and accessible

2023

One of the Nation's Strongest Election Systems

Secure

- **Decentralization prevents systemic attack**
- **Paper ballots and tallies available for reference**
- **Security checks throughout the system prevent fraud**

Fair

- **Republican, Democratic and independent clerks ensure integrity**
- **Bipartisan boards of canvassers certify results**
- **Transparency throughout the system**

One of the Nation's Strongest Election Systems

Accurate

- **Tabulator accuracy confirmed before and after elections**
- **Post election audits identify best practices to ensure continuous improvement**
- **Officials prioritize accuracy over speed when reporting results**

Accessible

- **Record setting turnout in 2020 and 2022**
- **Online and automatic voter registration**
- **Vote by mail, early in person with an absentee ballot, early, or at polls**

Proposal 2022-2: Changes to Election Process

- **Permanent “absent” voter list**
- **Early in-person voting**
- **Prepaid return postage for applications and ballots**
- **Ballot drop boxes**

Proposal 2022-2: Permanent “Absent” Voter List

- **All voters have right to complete a single application and be mailed an absent voter ballot for all future elections**

- **This status moves with voter when voter moves within Michigan**

- **Voters can be removed from list**
  - **upon request**
  - **upon cancellation of registration**
  - **reliable information provided that the voter is no longer eligible**
  - **not voting for 6 years**

- **Ballot mailed for every election**

Proposal 2022-2: Early In-Person Voting

- **All voters have right to 9+ days of early in-person voting**
- **Early in-person voting is polling-place style voting (voters put ballots through tabulator), not in-person absentee voting (dropping off a ballot)**
- **Ballots are tabulated upon receipt**
- **Tabulator reports of results only run after polls close**
- **Municipalities within a county may share early voting sites (hosted by municipality or county)**

Proposal 2022-2: Prepaid Postage and Ballot Tracking

- **All voters have right to state-funded prepaid return postage on ballot request forms and ballots themselves**

- **All voters have right to state-funded system that tracks submitted absent voter applications and ballots**
  - **including notice of deficiencies in application/ballot and need to cure**

Proposal 2022-2: Absent Voter Ballot Drop Boxes

- **All voters have right to access state-funded absent voter ballot drop boxes within their jurisdiction**
- **Each municipality must have at least one drop box, and one for every 15,000 registered voters**
- **Drop boxes must accept both ballot request forms and ballots themselves, be available 24/7, and be distributed equitably**
- **Required to be available in every election**

Legislation Needed to Ensure Robust Implementation

Align election laws to match constitutional requirements:

- **Allow absentee ballots to be processed and tabulated during the same period as early voted ballots**
- **Ensure automatic registration of young citizens by age 18 (pre-registration through driver's license with right to opt-out, or completing a form)**
- **Provide more flexibility – e.g., for polling places and precinct size**
- **Provide resources to support and staff accessible early voting sites in every jurisdiction for 9 days prior to election day**

Legislation Needed to Ensure Robust Implementation

Funding:

- **Needed: Predictable, sustainable and efficient funding for all elections.**
  - **Involve clerks and MDOS to determine specific costs and enable flexibility**

- **New funding will be needed in FY2024 to ensure:**
  - **9 days of early voting (including staff, equipment and rental space)**
  - **Staffing for absentee ballot processing and tabulation**
  - **Full and secure placement of drop boxes throughout the state (2000+)**
  - **Pre-paid postage for ballot request forms and ballots**
  - **Other costs to enable technical upgrades (ballot tracking, etc)**

Funding Estimates

- **Prior to 2022 enacted constitutional changes, escalating cost of elections cost clerks and their jurisdictions $100 million annually (about $20,000 per precinct)**

- **With new 2022 enacted constitutional requirements: additional $30-45M**
  - **$15-20M annually for MDOS/BOE**
    - **$3-4M for postage (for 3M voters)**
    - **$5-7M for drop box security, monitoring and maintenance**
    - **$3-5M for staffing and technical support**

  - **$15-25M direct to local jurisdictions**
    - **$5-10M for drop box security, staffing**
    - **$10-15M for early voting staffing, space and other resources**

Attacks on Democracy

Election Misinformation

- Voters are inundated with lies and false conspiracy theories about elections
- Intent and effect: to undermine voters' faith in elections and distrust accuracy of outcomes
- These lies lead to threats and harassment of election officials and workers
- They also lead to violence, including the Jan. 6 attack on the United States Capitol

Protect the People who Protect Democracy

- **Explicitly ban and penalize threats, harassment and doxing of election officials and workers**
- **Prohibit intentionally sharing false information about elections or a person's right to vote**
- **Provide funds to ensure the security of our elections, election workers and voters**

Secretary of State

Michigan.gov/SOS

Michigan Elections

Secure and fair, accurate and accessible

2023

CITY OF CLARE
202 West Fifth Street | Clare, Michigan 48617-1490
Office 989.386.7541 | Fax 989.386.4508
www.cityofclare.org

CITY HALL
Ph 989.386.7541
Fx 989.386.4508
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

CITY OF CLARE
PUBLIC NOTICE

The City of Clare Planning Commission will hold a public hearing on Wednesday, March 8, 2023, 6:30 p.m., at Clare City Hall, 202 West Fifth Street, Clare, Michigan, to receive public comment pertaining to a proposed site plan application by ALDI, Inc./Andrew Shaw, to build a 20,664 sq. ft. ALDI store on South Clare Avenue, adjacent to Culver's Restaurant. The Planning Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk no later than 4:00 p.m. on the hearing date. A copy of the site plan application is available for review at Clare City Hall. ***The City of Clare is an equal opportunity provider and employer.***

EQUAL HOUSING OPPORTUNITY

Diane Lyon
Clare City Clerk

CITY OF CLARE
PUBLIC NOTICE

The City of Clare Planning Commission will hold a public hearing on Wednesday, March 8, 2023, at 6:30 p.m. at Clare City Hall, 202 W. Fifth St., Clare Michigan, to receive public comment pertaining to a site plan application of American Marble & Granite for a proposed new façade at 203 N. McEwan Street, Clare, Michigan. The Planning Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 4:00 p.m. on the date of the hearing. Written comments may be dropped off to the City Clerk at Clare City Hall or submitted by email to dlyon@cityofclare.org. A copy of the site plan application is available for review at the City Clerk's Office. The City of Clare is an equal-opportunity employer and provider.

Diane Lyon
City Clerk

EQUAL HOUSING OPPORTUNITY

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 02/21/2023 - 03/06/2023BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	osting Dat	Check Run	AMOUNT
AMAZON CAPITAL SERVICES	1QY4-LKXJ-63P	SHOP TOWELS (8CSES); SHOP TOW	02/21/2023	02/21/2023	137.27
AMAZON CAPITAL SERVICES	1DC4-KLV9-GYH	DOUBLE SIDED TAPE - PD	02/21/2023	02/21/2023	19.32
AMAZON CAPITAL SERVICES	1TDV-66WG-376	3 NAME PLATES (HORWOOD-BUSSEI	02/21/2023	02/21/2023	23.47
BOB'S TIRE STORE	38208	TIRE REPAIR - DPW #18 (BACKHC	02/21/2023	02/21/2023	28.00
BROADCAST MUSIC INC	46599718	2023 ANNUAL LICENSE FEE - PAF	02/21/2023	02/21/2023	421.00
CLARE AUTOMOTIVE SUPPLY	100531025779	HYDRAULIC COUPLING, FITTING &	02/21/2023	02/21/2023	60.25
CLARE AUTOMOTIVE SUPPLY	100531025970	STARTER MOTOR - DPW #39	02/21/2023	02/21/2023	285.63
CLARE AUTOMOTIVE SUPPLY	100531026075	STARTER CORE RETURN - DPW #39	02/21/2023	02/21/2023	-75.00
CLARE AUTOMOTIVE SUPPLY	100531026076	4 O-RINGS - DPW #39	02/21/2023	02/21/2023	4.36
CLARE COUNTY CLEAVER IN	02062023	NEWSPAPER SUBSCRIPTION: 2 YRS	02/21/2023	02/21/2023	30.00
CLARE COUNTY COMMUNITY	MARCH 2023	CODE ENFORCEMENT SERVICES: MA	02/21/2023	02/21/2023	1,500.00
CLARE COUNTY SHERIFF DE	02022023	PD MODEMS, CELLPHONES (01/14-	02/21/2023	02/21/2023	375.13
CLARE HARDWARE	436297	4" PVC SLIP CAP - SEWER (107	02/21/2023	02/21/2023	8.99
CLARE HARDWARE	436343	PAINT (1GAL) - DPW	02/21/2023	02/21/2023	43.99
CLARE HARDWARE	436399	5/8" ANCHOR SHACKLE - LK SHAM	02/21/2023	02/21/2023	10.99
CLARE HARDWARE	436452	CAULK (2 TUBES); PAINT BRUSH;	02/21/2023	02/21/2023	25.46
CLARE HARDWARE	435468	PADLOCK CABLE; 6' CABLE LOCK	02/21/2023	02/21/2023	30.98
CLARE HARDWARE	435652	STAPLE GUN; HD STAPLES - PD	02/21/2023	02/21/2023	26.98
CLARE HARDWARE	436441	PAINT BRUSH; POWER PLUNGER; E	02/21/2023	02/21/2023	29.47
CLARE HARDWARE	436527	SPRAY PAINT (2 CANS) - DPW TF	02/21/2023	02/21/2023	16.98
CLARE HARDWARE	436553	CUP BRUSH; PAINT (2QTS) - DPW	02/21/2023	02/21/2023	47.97
CLARE HARDWARE	436559	RET: CUP BRUSH (INV 436553);	02/21/2023	02/21/2023	-4.00
CMP DISTRIBUTORS INC	74253	GLOCK HOLSTER - PD AUXILLIARY	02/21/2023	02/21/2023	178.50
CONSUMERS ENERGY	601013185438	401 HOLLEY ST (12/20/22-01/19	02/22/2023	02/22/2023	1,144.10
CONSUMERS ENERGY	204753899319	TRAFFIC LIGHT(S) (01/01/23-01	02/23/2023	02/23/2023	7.26
CONSUMERS ENERGY	204745389320	STREET LIGHT(S) (01/01/23-01/	02/23/2023	02/23/2023	892.94
CONSUMERS ENERGY	204745389321	STREET LIGHT(S) (01/01/23-01/	02/23/2023	02/23/2023	2,954.98
CONSUMERS ENERGY	204656398408	48617 LED LIGHT RD (01/01/23-	02/23/2023	02/23/2023	1,383.09
CONSUMERS ENERGY	205724255232	10725 S EBERHART AVE (01/05/2	02/27/2023	02/27/2023	309.40
CONSUMERS ENERGY	205724255233	10843 S EBERHART AVE (01/05/2	02/27/2023	02/27/2023	29.43
CONSUMERS ENERGY	202431648275	10807 S EBERHART AVE HANGAR 3	02/27/2023	02/27/2023	33.01
CONSUMERS ENERGY	205546281078	40 CONSUMERS ENERGY PKWY STE	02/27/2023	02/27/2023	135.35
CONSUMERS ENERGY	205546281080	4715 COLONVILLE RD (01/04/23-	02/27/2023	02/27/2023	314.74
CONSUMERS ENERGY	204033471279	40 CONSUMERS ENERGY PKWY STE	02/27/2023	02/27/2023	107.24
CONSUMERS ENERGY	203321547179	4565 E COLONVILLE RD SIGN (01	02/27/2023	02/27/2023	46.70
CONSUMERS ENERGY	207058432904	11175 S. EBERHART AVE (01/06/	03/02/2023	03/02/2023	6,947.42
CONSUMERS ENERGY	207058436419	315 W FIRST ST (01/10/23-02/0	03/06/2023	03/06/2023	509.65
CONSUMERS ENERGY	202253681082	327 BROOKWOOD DR (01/10/23-02	03/06/2023	03/06/2023	223.12
CONSUMERS ENERGY	201008148061	501 FOREST AVE (01/10/23-02/0	03/06/2023	03/06/2023	49.94
CONSUMERS ENERGY	205101338962	396 SHAMROCK CT (01/10/23-02/	03/06/2023	03/06/2023	28.81

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 02/21/2023 - 03/06/2023BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	›sting Dat	Check Run	AMOUNT
GARY L TODD	02212023-GT	AIRPORT MANAGER SERVICES	02/21/2023	02/21/2023	1,325.50
GFL ENVIRONMENTAL	0059440143	JANUARY-23 COLLECTION	02/21/2023	02/21/2023	14,697.00
GREGORY HARGER	02152023 REIM	REIMBURSE: CPL RENEWAL - PD	02/21/2023	02/21/2023	115.00
HAWK ELECTRIC INC	590	ELECTRICAL INSTALL: 100AMP SE	02/21/2023	02/21/2023	1,200.00
HOERAUF AND NEVILL, P.(	52777	LEGAL SERVICES: JANUARY 2023	02/21/2023	02/21/2023	2,728.75
JOY SIMMER	02142023 REIM	REIMBURSE: MILEAGE (1/26-2/12	02/21/2023	02/21/2023	55.48
KING'S MACHINE SHOP, LI	14056	CYLINDER SEALS - DPW #12	02/21/2023	02/21/2023	369.24
KING'S MACHINE SHOP, LI	14057	HYDRAULIC HOSES-LK SHAMROCK D	02/21/2023	02/21/2023	34.50
KRAPOHL FORD LINCOLN MI	71073	SWITCH ASSEMBLY - WWTP #16	02/21/2023	02/21/2023	22.41
KRAPOHL FORD LINCOLN MI	71074	WATER PUMP GASKET - CFD #1843	02/21/2023	02/21/2023	4.29
KRAPOHL FORD LINCOLN MI	71090	WATER PUMP ASSEMBLY; ANTIFREE	02/21/2023	02/21/2023	209.25
MAURER'S TEXTILE RENTAI	2665524	YODER UNIFORMS - DPW	02/21/2023	02/21/2023	33.85
MCCONNELL FARM SUPPLY :	165234	PARTS FOR AIRPORT TRACTOR	02/21/2023	02/21/2023	265.00
MICHIGAN CONFERENCE OF	03012023	HEALTH INSURANCE: MARCH 2023	02/21/2023	02/21/2023	37,594.80
MICHIGAN PIPE & VALVE	M006020	6X20 REPAIR CLAMP - DPW/SEWEF	02/21/2023	02/21/2023	320.00
MID MICHIGAN PLUMBING	6374	UNCLOG MAIN SEPTIC LINE-AIRPC	02/21/2023	02/21/2023	370.00
MYMICHIGAN HEALTH	700000315 030	SERVICES (3002167900)	02/21/2023	02/21/2023	113.00
PROGRESSIVE ARCHITECTUI	00191440	LK SHAMROCK DREDGING SERVICES	02/21/2023	02/21/2023	340.00
SEITER BROTHERS LUMBER	96831	#2 PINE BOARDS (10 1X3-8'; 7	02/21/2023	02/21/2023	256.49
SEITER BROTHERS LUMBER	96924	30 CEILING TILES (2X4) - DPW	02/21/2023	02/21/2023	194.70
SEITER BROTHERS LUMBER	96974	80# REDI MIX MORTAR - CATCH E	02/21/2023	02/21/2023	6.69
SHULTS EQUIPMENT LLC	0107799-IN	RVC CABLE & KIT - DPW #12	02/21/2023	02/21/2023	100.67
STAPLES	3529384848	ADDRESS LABELS (3,000 LBLS);	02/21/2023	02/21/2023	76.05
STATE CHEMICAL SOLUTION	902777741	TRUCK WASH (10 GAL) - DPW	02/21/2023	02/21/2023	558.21
STATE CHEMICAL SOLUTION	902779239	AIR FRESHENER (6 100ML BTLS)	02/21/2023	02/21/2023	198.54
STATE OF MICHIGAN	761-11069899	2023 STORM WATER ANNUAL PERMI	02/21/2023	02/21/2023	260.00
STITCHES FOR BRITCHES	1438	PATCH SLEEVES - PD AUXILLIARY	02/21/2023	02/21/2023	10.00
TEAMSTERS LOCAL #214	MARCH 2023	TEAMSTER DUES: SUPERVISOR/HOU	02/21/2023	02/21/2023	711.00
VC3 INC	100419	DOMAIN CONTRACTS & LICENSES (	02/21/2023	02/21/2023	598.00
WAIST DEEP DUMPSTERS, :	2302	LK SHAMROCK SLUDGE HAULING (J	02/21/2023	02/21/2023	8,850.00
				Sub Total:	89,961.34

COMMISSION APPROVAL:

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: February 16, 2022
RE: *Professional & Education Training Opportunities

For the Agenda of February 20, 2023.

***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 February 20, 2023.**

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 including a vast selection of webinars available for viewing. Registration for CapCon 2023 is now open and there are other current offerings 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

Education & Events

Jump to...

League Calendar

Sign up to receive the Leading Edge Newsletter

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
2023		

Mar 7	**LEAGUE EVENT:** ServeMiCity: Data Driven Decision Making Workshop	Lansing
Mar 13	**LEAGUE EVENT:** Live with the League	Virtual
Mar 27	**LEAGUE EVENT:** Live with the League	Virtual
Apr 10	**LEAGUE EVENT:** Live with the League	Virtual
Apr 18	**MAMA EVENT:** 37th Annual MAMA Advanced Institute	Virtual
Apr 18-19	**LEAGUE EVENT:** CapCon	Lansing
Apr 24	**LEAGUE EVENT:** Live with the League	Virtual
May 8	**LEAGUE EVENT:** Live with the League	Virtual
May 19-20	**LEAGUE EVENT:** Elected Officials Academy – Core Weekender	Bay City
May 19-20	**LEAGUE EVENT:** Elected Officials Academy – Advanced Weekender	Bay City
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

Diane Lyon

From: Michigan Municipal League <events@mml.org>
Sent: Monday, February 6, 2023 2:02 PM
To: Diane Lyon
Subject: Welcome back to CapCon

We'd love to see you back at CapCon

APRIL 18-19 | LANSING CENTER

The League is preparing to share the latest on policy coming out of Lansing at this year's CapCon. There are opportunities on the horizon we don't want you to miss. You've attended CapCon in the past, but in just a few years, programs and policies have changed—sometimes by leaps and bounds.

We hope you'll consider a return this year and join the League—along with 300+ other municipal leaders—to understand these changes and learn what's ahead for Michiganders.

REGISTRATION IS OPEN,
and already we have a full (and expanding) agenda.

In this year's General Sessions, you'll hear speakers from:

- Michigan State Housing Development Authority
- Office of Rural Development
- Michigan Economic Development Corporation
- State Land Bank
- Community Economic Development Association of Michigan
- The League's State and Federal Affairs Department
- And other leading Michigan organizations

Breakouts include:

- Lobbying (Basics and Advanced)
- Using Barrier Free Design to Address Equity Issues
- Innovate Your Hiring Practices
- Addressing Homelessness
- And more

Registration Info | Register Now | More Info

Thank you to our sponsors!

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
- 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.

Upcoming Events

Wed Feb 15, 2023
Housing Solutions in Rural Recreation Communities
Category: Other Events

Wed Feb 22, 2023
Transportation Bonanza 14
Category: MAP Events

Wed Mar 1, 2023
Site Plan Review Workshop
Category: MAP Events

Wed Mar 1, 2023
Master Planning Process Workshop
Category: MAP Events

Thu Mar 2, 2023
Planning for Broadband
Category: MAP Events

View Full Calendar

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.

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734.913.2000 (office)
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