

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the City Commission Chambers of Clare City Hall, 202 West Fifth Street, Clare, Michigan by Mayor Pat Humphrey who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Absent: Carolyn (Gus) Murphy. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Diane Lyon, City Clerk; Luke Potter, DPW Director; Dave Saad, Police Chief; John Lake, Police Captain; Tom Francisco, Police Sergeant; and Dylan Garver, new full-time Patrol Officer.

2. CONSENT AGENDA:

Moved by Commissioner Bussell second by Commissioner Jenkins to approve the items listed with an asterisk (*) (Agenda, Minutes, Department Reports, Communications, Professional Development, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved by Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. TRAFFIC CONTROL ORDER 01-2023, 4 WAY STOP AT E. 7TH & PINE ST.

The City received a request to make East 7th Street and Pine Street a four-way stop to increase the safety of pedestrian traffic. The Traffic Safety Committee met on July 11, 2023, and discussed the area which includes a Methodist church, two Day Cares and has seen increased traffic in recent years. The area was noted to be of particular concern due to pedestrian traffic during school hours. It is believed the additional stop signs making this a four-way stop will increase the safety of pedestrians and other motorists. The City's Traffic & Safety Committee has reviewed the request and recommends approval of the request. The City Commission is asked to approve the request by issuance of a Traffic Control Order 001-2023.

Motion by Commissioner Murphy second by Commissioner Bussell to approve TCO 01-2023 by the adoption of Resolution 2023-051. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

B. APPROVE BIDS FOR LAKE SHAMROCK DAM/EMERGENCY SPILLWAY/WALKWAY FEASIBILITY & DESIGN PROJECT

The City recently solicited bids for the Lake Shamrock Dam/Emergency Spillway/Walkway Project. The proposals include Feasibility and Design for the three components and once this first phase of the project is complete the project and costs will be able to be finalized for Final Design, Construction Bidding, Construction Oversight, and ultimately construction of the structures.

Two bids were received at the bid opening for this first phase of the project. The low bid was submitted by GEI Consultants of Michigan in partnership with Spicer Engineering for an amount of \$108,300.

The City Commission is asked to approve the low bid amount of \$108,300 and award the work to GEI Consultants of Michigan.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the bids and award the contract to GEI by adoption of Resolution 2023-052. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

C. APPROVE 9-B SECTION 3 POLICY

In October of 2022, the City of Clare was awarded a \$2.77 million dollar grant (2 million in grant funds and 770,000 in city matching funds (match amount was later increased due to increased costs in the project) from the MEDC CDBG WRI program for the construction of a new water well, water treatment facility improvements, new chemical feed system, electrical updates, lab updates, new backwash and retention tanks, new and integrated SCADA system, replacement of high service pumps and other water-related infrastructure improvements.

In consultation with MEDC, they have let the city know that as a component of the acceptance of the grant funds, the City must adopt a Section 3 Policy of the Housing and Urban Development Act of 1968, as amended, which requires that economic opportunities generated by certain U.S. Department of Housing and Urban Development (HUD) financial assistance for housing and community development programs be directed to low and very low-income persons.

The City Commission is asked to approve the Section 3 Policy and authorize the City Manager and/or Mayor to sign any and all documents necessary to complete this requirement.

Motion by Commissioner Jenkins second by Commissioner Murphy to approve the adoption of the Section 3 Policy by adoption of Resolution 2023-053. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

D. APPROVE MEDC CDBG WRI PROJECT GRANT AGREEMENT

As noted in the prior agenda item, the City of Clare was awarded a \$2.77 million dollar grant (2 million in grant funds and 770,000 in city matching funds (the match amount was later increased due to increased costs in the project) from the MEDC CDBG WRI program for the construction of new water well, water treatment facility improvements, new chemical feed system, electrical updates, lab updates, new backwash and retention tanks, new and integrated SCADA system, replacement of high service pumps and other water-related infrastructure improvements. We have received the formal grant award documents MEDC that now require approval by the City Commission to allow us to accept the grant award and proceed with the project. The Commission is asked to approve the grant agreement as presented and authorize the City Manager to sign any and all necessary documents and authorize the City Treasurer to make any and all budget amendments that may be necessary.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the Grant Agreement by adoption of Resolution 2023-054. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

E. INTRODUCTION OF NEW POLICE OFFICER DYLAN GARVER

Following the recent retirement of Officer Dave Thompson, the City began the search for a new officer. After reviewing and interviewing candidates, Mr. Daylen Garver was selected as a new officer. Daylen was born and raised in Farwell Michigan, attending Farwell Area Schools. He later obtained his Associates Degree in Criminal Justice through Mid-Michigan College, while volunteering at the Clare Police Department as a Reserve Officer. He remained a Reserve with the department for approximately three years. He later continued his education and training in law enforcement at the Kirtland Police Academy in the winter of 2020. After completing the academy, Daylen took a job with the Missaukee County Sheriff's Office as a Patrol Deputy. Daylen is returning to his roots to work at the Clare Police Department and move back home. Daylen is engaged to be married in October 2023. We are excited to have Daylen serving the community here in Clare.

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

9. *DEPARTMENT REPORTS: *Approved by Consent Agenda.*

10. CITY MANAGER'S REPORT

Lake Shamrock Dredging Project. Mechanical dredging by the City is continuing. As you are aware at approximately 11:45 a.m. on Wednesday, July 5, 2023, an underground sewer line (force main) was struck by a piece of equipment used to dredge Lake Shamrock causing a small crack in the force main sewer line that runs under the Western

end of Lake Shamrock. There was no active flow at the time of the incident and the line was isolated within minutes, therefore only a small amount of residual sewage was potentially released into the lake body near the VFW. Testing was done as a safety precaution, and public notices were posted at the site. The Health Department recommended avoiding bodily contact with the water in that area until testing was complete and postings could be removed. Test samples were taken both upstream and downstream from the location of the incident on Wednesday and taken to the Health Department. The results were received Thursday from the Health Department and testing showed no difference in the two samples therefore the Health Department determined there is no issue and the notices could be removed and any precautions could be lifted. Crews were onsite Thursday morning boring in a new line and the repair was completed by Friday. There were no interruptions of service to any residents or businesses as the lift station that feeds the force main was manually pumped during the incident and repair. Savin Lake Services, who is working on the hydraulic dredging, reported to the City recently that they are making progress with EGLE regarding conversations about the area of the Airport that will be used for the holding cells for the pumped material. They believe that EGLE feels the site on the south end of the airport will be acceptable and permitting requests are now being made.

Bob Bonham inquired about recourse against the Engineering Firm that provided oversight of the installation of the force main since it was not located in the position identified on their drawings and because the pipe did not have a casing. Since the project was completed in the late 90s, the City Manager speculated that it is unlikely that the city could take action against the company but he will confer with the City Attorney.

July Board of Review. The July Board of Review has been scheduled. The meeting will be held on Tuesday, July 18, 2023, at 1:00 p.m. at Clare City Hall, 202 W. Fifth Street, Clare, Michigan. The purpose of this meeting is to correct the assessment roll as allowed by MCL 211.53b. This meeting is subject to the Open Meetings Act. Sharon Frischman, our new Assessor will oversee the BOR meeting.

Depot Day. Depot Day will be held July 15 at the Clare Union Depot from 10:00 a.m. – 4:00 p.m. Please stop in to help raise money for building outside bathrooms for the rail trail trailhead. Activities include: Clare City Police will be holding a K-9 demonstration at 11:00 a.m.; a silent auction; a bake sale; games; coloring pictures; and little train rides for the kids. Hot dogs, ice cream, and Crazy Kettle Corn will be for sale and were donated by Witbeck's Family Foods, the Dairy Phil, and Max & Jo Schunk. If you have not purchased a memorial brick to be engraved and placed at the Depot, there is no time like this Saturday to do that. The Clare County Arts Council will be selling prints and you can stop in to see all the wonderful items they have for sale inside the Depot. While there, please make sure to check out all train memorabilia that this restored Depot has on display and visit the two cabooses that are on the property.

City of Clare Pitch Competition. MMDC is thrilled to be hosting the second Downtown Pitch Competition (available to all of Clare Businesses) - this time in Downtown Clare! Through a competitive pitch competition, ideas will be presented, developed, and ultimately showcased at a community event on September, 19th 2023 at the Ideal Theatre! The competition will fund projects that enhance the vibrancy of our incredible city, with funding provided by community sponsors who believe in the value of Clare.

Are you interested in pitching an idea? Here are some key dates to keep in mind:

- *Application Deadline: July 21st, 2023*
- *Kickoff Meetings for Applicants: July 11th, 2023, at 10 am at the Clare City Hall and July 12th, 2023 at 6 pm, on-line via Zoom*
- *Phase 1 Pitch Presentation: August 4th, 2023 (presentation deck submitted via email)*
- *Phase 2 Pitch Presentation and Draft of Project Summary: August 15th, 2023 (updated presentation submitted after receiving feedback from committee submitted via email)*
- *Phase 3 Pitch Presentation (in person): August 22nd, 2023*
- *Competition Presentation: September 19th, 2023*

Street Reconstruction Project. Malley Construction recently notified DPW Director Luke Potter to let the City know that they are running ahead of schedule and will likely be in the City of Clare within the next 2-4 weeks to start the road construction project on Rainbow Drive. The street-work this year includes the removal and replacement of the

asphalt as well as the road base (replaced with new sand and gravel), new curb and gutter, and approaches on North Rainbow Drive from Glendale to Eastwood.

City Department Tours. Following tonight's meeting adjournment, we will continue our informal city department tours with a tour of the Municipal Airport.

Addendum: MyMichigan Health Announcement.

MyMichigan Health has announced that they intend to remain in the downtown and expand their facility. The overall four-phase project is expected to cost around \$52 million. 2025 construction is anticipated.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: Pat Maurer inquired about the eviction of individuals who have taken up residence at the Crossroads Motel. City staff has been called to the Motel on numerous occasions for everything from fire to blight to criminal activity however the current property owner is the one who has instigated the evictions from his property.
13. COMMISSION DISCUSSION TOPICS: None.
14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Jenkins second by Commissioner Bussell to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.* Meeting adjourned at 6:22 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk