

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the City Commission Chambers of Clare City Hall, 202 West Fifth Street, Clare, Michigan by Mayor Pat Humphrey who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Pat Humphrey, and Maegan Jenkins. Absent: Carolyn (Gus) Murphy (subsequently arrived at 6:03) and Kim Bussell. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Diane Lyon, City Clerk; Luke Potter, DPW Director; Dave Saad, Police Chief; Patrol Officer Jarred Stalter; Tom Francisco, Police Sergeant; School Liaison Officer Brian David; Sarah Schumacher, Deputy Clerk; and Gary Todd, Airport Manager.

2. CONSENT AGENDA:

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

3. *APPROVAL OF MINUTES:

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved by Consent Agenda.

5. PUBLIC COMMENT: Diane Sartor, Wilcox Parkway, complained that the Clare Union Railroad Depot is not advertised on the Chamber of Commerce website or the City of Clare website.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. PRESENTATION OF LIFE SAVING PINS

On Sunday, July 9, 2023, Clare County Sheriff Deputy Tom Brown notified Clare City Officer Sgt. Tom Francisco of a missing person complaint in Clare County. A bicyclist from the State of California was reported missing since July 5, 2023. The last known location of the individual was at the Best Western in Clare, four days prior. Deputy Brown conducted an investigation with the assistance of the missing person's family member. The missing person's cell phone gave a last ping location on July 7, 2023, near the rail trail on East 2nd Street.

Deputy Brown and Sgt. Francisco began searching the area on foot checking for any signs of the missing cyclist. Deputy Brown and Sgt. Francisco located a very small opening in the shrubs heading off the paved bike trail of the Pere Marquette Rail Trail. When Officers looked through the small opening, the missing cyclist was located approximately 15ft off the trail and 8ft down an embankment.

The cyclist was given aid by the officers on the scene until MMR could arrive. Once MMR arrived on the scene, the cyclist was removed, with the assistance of the Clare Fire Department using a stokes basket, and the cyclist was taken to Clare ER for treatment. The patient was later transferred to Midland Hospital for more intensive care.

The cyclist had been down that embankment for four days without food or water and was in poor medical condition. The cyclist would have certainly passed away had it not been for the extra effort of the officers to go out on foot and search the area.

This act of going the extra mile shows Deputy Brown and Sgt. Francisco's passion for the job and duty to protect and serve the public of the City of Clare / Clare County along with individuals traveling through our beloved community.

Deputy Brown has been with the Clare County Sheriff's Department serving Clare County since 2009 and Sgt. Francisco has been a member of the Clare Police Department since 2013 and serving Clare County since 2007. Both Deputy Brown and Sgt Francisco have proven time and time again that they are a great asset to Clare County and the City of Clare.

The City Commission is asked to publicly honor Sgt. Francisco and Deputy Brown's professionalism, courage, and life-saving performance of duty through the Mayoral presentation of life-saving pins.

Mayor Humphrey presented a life-saving pin to Sergeant Tom Francisco.

Mayor Humphrey presented a life-saving pin to Deputy Tom Brown of the Clare County Sheriff's Department upon his arrival following new business.

B. PRESENTATION OF THE KEY OF EXCELLENCE TO MR. JIM ALLEN

Mayor Humphrey presented a Key of Excellence to Mr. Jim Allen for his amazing record of visionary achievement, business acumen, and unparalleled accomplishments; for his extraordinary leadership; for his tireless dedication to the community he so ably served; and for his philanthropic steadfast passion for helping others in the community during his service as the executive director of the Clare County Community Foundation; as chairman of the Downtown Development Authority and Main Street Board; as chairman of the Brownfield Redevelopment Authority; as a member and president of the Industrial Development Corporation; as chairman of the Economic Development Corporation; as a member of the Middle Michigan Development Corporation; as a member of the Lake Shamrock Board; as a member of the Clare Pure Water Task Force project funding sub-committee; as a member of the City's Code Advisory Committee; and as a former elected city commissioner who concurrently served as mayor pro tem of the Clare City Commission.

Mr. Allen accepted the presentation on behalf of everyone who served on the many various boards with him.

C. APPROVE FORCE MAIN REPAIR

On Wednesday, July 5, 2023, an underground sewer line (force main) was struck by a piece of equipment being used to dredge Lake Shamrock causing a small crack in the force main sewer line that runs under the Western end of Lake Shamrock. Immediate action prevented any environmental issues at the location which was confirmed by testing and work with the Health Department and EGLE. Under the direction of city staff, repairs commenced immediately by Matt's Underground who were able to get on-site to perform the emergency repair which included boring a new line under the lake. The emergent nature of this incident required the authorization of emergency repair services which ultimately totaled \$36,467.35 to bring the force main back online. The City Commission is now asked to approve (after-the-fact) the payment of this invoice.

Motion by Commissioner Bonham second by Commissioner Jenkins to approve the invoice payment by adoption of Resolution 2023-063. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent Kim Bussell. None. *Motion Carried.*

D. *BOARD & COMMITTEE REAPPOINTMENT-MR. JJ POET TO THE CHERRY GROVE CEMETERY ADVISORY BOARD

Resolution 2023-064 Approved by Consent Agenda.

E. *BOARD & COMMITTEE APPOINTMENT-MR. KEN HIBL TO THE DOWNTOWN DEVELOPMENT AUTHORITY AND THE LOCAL DEVELOPMENT FINANCE AUTHORITY

Resolution 2023-065 Approved by Consent Agenda.

F. APPROVE AIRPORT APRON & TAXI LANE REHAB PROJECT CONSTRUCTION & ENGINEERING CONTRACTS

Rehabilitation of the Apron (large ramp area by the Terminal) and the North Taxi Lane have been on the capital improvements project list for quite some time and are currently some of the worst pavement areas at the airport according to the last Pavement Survey completed by MDOT. The project engineering and design was originally approved by the City Commission in the Spring of 2022. Earlier this year an RFP was created in February and then opened in March. At that time, our Airport Engineering Contractor, Mead & Hunt, recommended the city accept the low bidder of Pyramid Paving for the projects and enter into a contract for that work. The City also needs to update the Construction Administration Contract with Mead and Hunt at this time to reflect the changes that were made to the project.

The project has been approved by MDOT and has received approval for MDOT funding (90/5/5 cost share – Federal/State/Local). Meade & Hunt is the City's designated Engineer and Construction Administration firm for all major airport projects. We have now received the updated Engineering Service Agreement for construction and administrative oversight of the apron and taxiway project from Mead & Hunt for the referenced project. We have also received the contract for the paving work to be completed from Pyramid Paving. MDOT Aero has also let the City know that the existing 20-foot taxiway needs to be increased to 25 feet. This will be an added cost to the Pyramid Paving contract and it will be brought back to the City Commission for approval as a change order at the end of the project. The City Commission is asked to review, consider, and approve the proposed contracts.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the invoice payment by adoption of Resolution 2023-066. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent Kim Bussell. None. *Motion Carried.*

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

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

10. CITY MANAGER'S REPORT

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the City is continuing and making good progress moving East in the lake towards Shamrock Park. No new information this week on the hydraulic dredging other than EGLE has acknowledged that they have received the additional information that they requested. The Dam feasibility study continues to progress. We have had our kick-off meeting recently and we have another onsite meeting set up in the coming week or two to continue moving the project forward.

Street Reconstruction Project. Malley Construction continues to work on the street project on North Rainbow Drive from Glendale to Eastwood. The base has been laid and at the time of this writing, they are looking to schedule the curb and gutter work hopefully in the next week.

Old 27 Motor Tour 2023. Join hundreds of classic cars as they tour nostalgic Old US 27. Michigan's Old US 27 Motor Tour visits several cities from its starting point in Coldwater to its ending point in Cheboygan. The tour makes stops in the following cities: Coldwater, Lansing, Saint Johns, Ithaca, Alma, Saint Louis, Clare, Harrison, Grayling, Gaylord, and Cheboygan. On August 24, 2023, from 6:00-8:00 PM, the tour stops in Clare, where automobile enthusiasts can view hundreds of classic cars. Please join Michigan's Old US 27 Motor Tour as they come into downtown Clare once again! The event flyer is on the Clare Area Chamber website for more details and current information.

Jim Allen's Resignation. We are losing a long-time resident, city cheerleader, and avid Board & Commission member for the City of Clare. There will be a big hole to fill with Jim and his wife moving out of the state to be closer to family. His dedication, knowledge, and history will be missed. Congratulations Jim on your latest retirement and enjoy your next adventure.

Gary Todd Resignation. Unfortunately, we have received two resignations at this time. Mr. Gary Todd, Airport Manager, has decided to retire from the city and take some well-deserved time for himself and his family. Gary has done some amazing things with our airport over the last 10 years and he will be sorely missed. We will begin trying to find a replacement right away. Gary has given us until the end of September to find his replacement. Congratulations Gary on your retirement; we wish you all the best on your next adventure.

Labor Day Holiday. Just a reminder that City Offices will be closed for the Labor Day Holiday on Monday, September 4, 2023. This means that our next City Commission meeting will be held at 6:00 p.m. on Tuesday, September 5, 2023.

City Department Tours. Tonight, we will continue our informal city department tours at the Fire Department. After the meeting is adjourned, we will head over to the Fire

Department for a guided informational tour by department staff. You will be able to tour the facility, see the equipment and apparatus used, and learn more about programs offered by the Fire Department in addition to the new Fire Cadet program that was recently established and will be a great asset to the Fire Department.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
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, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. None. *Motion Carried.* Meeting adjourned at 6:24 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk