

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, Kim Bussell, and Maegan Jenkins. Absent: Carolyn (Gus) Murphy Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Sarah Schumacher, Deputy Clerk; Dave Saad, Police Chief; Tom Brandon, Patrol Officer; John Lake, Police Captain; Auxiliary Police Officers Bill Hahn, Brendan Gregory, and Daniel Jenkins; WWTP Superintendent Dale Clark, WWTP Employee, Joshua Miller; Fire Chief, Jim Chapman; and Fire Captain, Sam Eberhart;

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Bussell to approve the items listed with an asterisk (\*), Minutes, Communications, Professional Development, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Kim Bussell, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *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. EMPLOYEE SERVICE RECOGNITION – JOSHUA MILLER -15 YEARS**

Joshua Miller has faithfully served the residents of the City of Clare for the past fifteen years, as a full-time employee within the City's Department of Water/Wastewater beginning in 2008. The City Commission is asked to formally recognize Josh for his exemplary, faithful, and dedicated public service.

Motion by Commissioner Bonham second by Commissioner Bussell to recognize Josh Miller for his fifteen years of service by adoption of Resolution 2023-067. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Kim Bussell. Nays: None. Absent: Carolyn (Gus) Murphy. None. *Motion Carried*

**B. EMPLOYEE SERVICE RECOGNITION – TOM BRANDON -10 YEARS**

Police Officer Tom Brandon has faithfully, honorably, and courageously served the residents of the City of Clare and the Greater Clare Area Community for the past ten years as an officer of the Clare Police Department. The City Commission is asked to consider formally recognizing Tom Brandon for this distinguished achievement.

Motion by Commissioner Jenkins second by Commissioner Bonham to recognize Tom Brandon for his ten years of service by adoption of Resolution 2023-068. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Kim Bussell. Nays: None. Absent: Carolyn (Gus) Murphy. None. *Motion Carried*

**C. HALLOWEEN TRICK-OR-TREATING DATE/HOURS**

Historically, the City Commission has set the date and time for Halloween trick-or-treating within the City. Generally, these hours are set for 6:00 p.m. to 8:00 p.m. on October 31<sup>st</sup> – which falls on Tuesday this year.

We have contacted our neighboring communities to determine their hours for trick-or-treating. The surrounding communities have scheduled for Halloween as follows: Coleman and Rosebush are from 6-8 p.m., and Farwell and Harrison are from 5:30-7:30 p.m. on Tuesday, October 31<sup>st</sup>.

Motion by Commissioner Jenkins second by Commissioner Bonham to approve the city's trick-or-treat date/time for October 31, from 6-8 p.m. by adoption of Resolution 2023-069. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Kim Bussell. Nays: None. Absent: Carolyn (Gus) Murphy. None. *Motion Carried*

**D. APPROVAL TO ESTABLISH A CITY OF CLARE FIRE FIGHTER CADET PROGRAM**

The Fire Department has been working on establishing a Fire Fighter Cadet Program to be implemented by the City of Clare. This program will be available for individuals aged 16 and 17 to become Firefighter Cadets and allow them to have limited participation with the Fire Department to provide training to become fully certified Firefighters when they turn 18. The Fire Department has worked with the State of Michigan and with the City's Attorney to develop the program and the necessary Standard Operating Guidelines (SOG's). The last step in the process is for the City Commission to officially authorize the creation of the Cadet Program so that an authorization resolution can be sent to the Michigan Department of Licensing and Regulatory Affairs (LARA), Bureau Of Fire Services Fire Fighter Training Division (FFTD).

Motion by Commissioner Bussell second by Commissioner Jenkins to approve the establishment of a firefighter cadet program by adoption of Resolution 2023-070. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Kim Bussell. Nays: None. Absent: Carolyn (Gus) Murphy. None. *Motion Carried*

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

9. 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. We will be moving the turbidity curtain further down the lake so that we can begin removing the areas of silt build-up in front of Shamrock Park. Luke Potter and I recently met with Savin Lake Services to discuss the hydraulic dredging portion of the project; Savin has informed us that there has been some permitting progress with EGLE. Savin hopes to have a permit soon which will allow them to start work on the holding cell and then begin dredging this year if all goes as planned. The feasibility study on the dam continues to make progress. Luke and I recently met with the engineers on-site. The team working on the project is working to get everyone familiar with the site to answer questions and discuss options.

Street Reconstruction Project. Malley Construction continues to work on the street project on North Rainbow Drive from Glendale to Eastwood. The curb and gutter have been completed and the approaches have been poured for the driveways.

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 regularly scheduled City Commission meeting will be held at 6:00 p.m. on Tuesday, September 5, 2023, instead of Monday night.

City Department Tours. The tour of the Fire Department went well after the last meeting. We will schedule the next tour for the second meeting in September. Perhaps we can get to the Waste Water Treatment Facility unless there is another department the Commission desires to tour.

11. \*COMMUNICATIONS: *Approved by Consent Agenda.*

12. EXTENDED PUBLIC COMMENT: None.

13. COMMISSION DISCUSSION TOPICS: Mayor Humphrey read a thank you card from Jane Sartor.

14. \*APPROVAL OF BILLS: *Approved by Consent Agenda.*

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

16. ADJOURNMENT: Motion by Commissioner Jenkins seconded by Commissioner Bonham to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Kim Bussell. Nays: None. Absent: Carolyn (Gus) Murphy. None. *Motion Carried*. Meeting adjourned at 6:18 p.m.