

*“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  
SEPTEMBER 2023  
LUKE POTTER, DIRECTOR**

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**STREET WORK.** We cold patched, bladed and brined roads. At Emerald Isle we graded the parking lot, painted the lot and painted the lot at the soccer fields. On N Rainbow we topsoiled, seeded and strawed. Handed out notices for blacktop and on the 19<sup>th</sup> black topping was done. We raised manholes on N Rainbow and fixed some approaches and finished up. We also installed mailboxes on N Rainbow on a couple of days. We also cut the overgrown shrubs in the right of way of John R and Vinewood.

**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, and cleaned storm sewers. We tapped the main for Burger King and hooked up water for them. Then cleaned up the area from the water tap. We also fixed a 6” water main break on Woodlawn and cleanup up afterwards. We also did a flow test for Aldis.

**CEMETERY WORK:** We had one cremation burial and one double cremation burial this month at Cherry Grove. We dug and poured foundations on several days in the cemetery.

**DREDGING:** Dredged all month, picked up the turbidity curtain and pushed spoils on several days. We worked on the barge on the 7<sup>th</sup>, built the new road for the truck hauling spoils at the end of Shamrock. We used the county’s dozer at the spoil area, removed seawall, cleaned the dozer and prepped the new off-loading site. We installed seawall, finished the offloading site, moved the fuel tank for the excavator and restored the old road for dredging.

**MISCELLANEOUS WORK:** We chipped brush, cleaned, washed and waxed trucks, and cleaned and worked on trucks and did maintenance and cleaned at the garage on several days. We watered trees on several days this month. Worked on the police department roof, and worked on the dam spillway. We also cleaned up stump grindings and put topsoil, seed and straw down. And enjoyed the Labor Day weekend.

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

## MANNATEC FUEL REPORT FOR PERIOD:

**SEPTEMBER 1-30, 2023**

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
							0.00
City Hall							0.00
Fire Dept	60.974	176.40	2.893	67.335	252.53	3.750	428.93
Police Dept	657.428	1,927.12	2.931			#DIV/0!	1,927.12
PD on DPW			#DIV/0!			#DIV/0!	
DPW	236.672	686.82	2.902	690.366	2,586.77	3.747	4,335.87
Cemetery	82.625	240.26	2.908			#DIV/0!	
Airport			#DIV/0!			#DIV/0!	
Parks	196.505	572.42	2.913	66.899	249.60	3.731	
W/WWT	160.627	473.73	2.949			#DIV/0!	473.73
Average Rate for Regular:			2.545	Average Rate for Diesel:		2.584	<b>\$7,165.65</b>

## September 2023

### UTILITY WORK ORDERS

<u>WORK ORDER TYPE</u>	<u># OF CUSTOMERS</u>
<i>Service Turned ON</i>	5
<i>Customer Request Off</i>	13
<i>Sewer Problems</i>	
<i>Off for Non Payment</i>	6
<i>New Meter Head</i>	3
<i>Repair meter</i>	
<i>Estimated Meters</i>	27
<i>High Usage Check</i>	
<i>New RF</i>	3
	57

## EQUIPMENT RENTAL - September 2023

### GENERAL FUND

General Operations	101-265.000-943.641				
Depot	101-265.000-943.641		21.24		
Cemetery	101-276.000-943.641		5,253.88		
Police	101-301.000-943.641		14,021.28		
Parking Lots/Flags	101-441.000-943.641		1,745.95		
Airport	101-537.000-943.641		707.81		
				<b>101-000.000-001</b>	<b>-\$21,750.16 cr</b>

### MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641		4,333.98		
Tkline Winter Cleanup	202-446.001-943.641				
Major Streets	202-449.000-943.641		2,854.30		
				<b>202-000.000-001</b>	<b>-\$7,188.28 cr</b>

### LOCAL STREETS:

203-449.000-943.641					
			5,880.25	<b>203-000.000-001</b>	<b>\$0.00 cr</b>

### PARKS & DAM MTS.:

Dam Mts	208-751.001-943.641		1,013.57		
Parks	208-751.001-943.641		10,462.24		
Dredging	208-741-004-702		11,280.21		
				<b>208-000.000-001</b>	<b>-\$1,013.57 cr</b>

### SEWER FUND

Sewer Treatment	590-536.001-943.641		1,092.76		
Sewer Collection	590-536.002-946.641		224.22		
				<b>590-000.000-001</b>	<b>-\$1,316.98 cr</b>

### WATER FUND

Water Trmt/Pumping	591-536.003-946.641		806.82		
Water Dist./Meters	591-536.004-946.641		2,060.01		
				<b>591-000.000-001</b>	<b>-\$2,866.83 cr</b>

### MOBILE EQUIPMENT FUND

Cash Received	641-000-001		<b>\$61,758.52</b>		
General Fund	641-000-669.101				-\$21,750.16
Major Sts/Tklines	641-000-669.202				-\$7,188.28
Local Sts	641-000-669.203				\$0.00
Parks	641-000-669.208				-\$1,013.57
Sewer	641-000-669.590				-\$1,316.98
Water	641-000-669.591				-\$2,866.83

### CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101				\$21,750.16
Major Sts/Tklines	102-000-669.202				\$7,188.28
Local Sts	102-000-669.203				\$0.00
Parks	102-000-669.208				\$1,013.57
Sewer	102-000-669.590				\$1,316.98
Water	102-000-669.591				\$2,866.83

<b>EQUIPMENT RENTAL,</b>			<b>\$34,135.82</b>		
<b><u>ALL DEPOSITS:</u></b>					
	<b>102-000.000-067</b>				
	<b>102-000.000-001.001</b>				
	<b>102-000.000-067.102</b>				

**DPW MANHOOR REPORT FOR: Sep-23**

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall				0.00				0.00				0.00	
	Railroad		1	2	3.00				0.00					
101-276.000-702	Cemetery		7	62	69.00				0.00		4.25	3.5	7.75	
101-528.000-702	Refuse Collection				0.00				0.00		16.3	15.85	32.15	
101-441.000-702	Par/Flag/Pk Lot	2	5.5	2	9.50				0.00				0.00	
	DDA Pk Lot		4	4	8.00				0.00				0.00	
101-445.000-702	City Trees/Lites	8	17	10	35.00				0.00				0.00	
	DDA Trees/Lites		2		2.00				0.00				0.00	
101-537.000-702	Airport		1		1.00				0.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts		3		3.00				0.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping		22	22	44.00				0.00				0.00	
	Drain/Bkslopes				0.00				0.00				0.00	
	TK Signs				0.00				0.00				0.00	
	Snow & Ice				0.00				0.00				0.00	
	Hauling Snow				0.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks				0.00				0.00				0.00	
202-499.002-702	Major Sts Maint.		26	29	55.00			1.25	1.25				0.00	
202-499.003-702	Snow & Ice				0.00				0.00				0.00	
202-499.004-702	Administration				0.00				0.00		3.5	3.5	7.00	
203-444.002-702	Local Sts Sidewalks				0.00				0.00				0.00	
203-499.002-702	Local Sts Maint.		86.25	104	190.25			4.25	4.25				0.00	
203-499.003-702	Snow & Ice				0.00				0.00				0.00	
203-499.004-702	Administration				0.00				0.00		3.5	3.5	7.00	
208-751.000-702	Lake Sham/Dam		5	11	16.00				0.00				0.00	
208-751.000-702	Lake Sham Pks		36.75	6	42.75			1.75	1.75				0.00	
208-751.000-702	Dredging		173	179	352.00			4	4.00				0.00	
590-536.002-702	Sewer		7	7	14.00				0.00		19.1	16.2	35.30	
591-536.004-702	Water	6	71.5	36	113.50			5	5.00		18.1	16.2	34.30	
641-444.000-702	DPW		68	50	118.00				0.00		5.25	4.75	10.00	
	DPW Equip		66	48	114.00		0.75	0.75	1.50				0.00	
	Fire Equip			10	10.00			0.5	0.50				0.00	
	Police Equip		6	6	12.00				0.00				0.00	
	Holiday/Funeral		80	8	88.00				0.00		10		10.00	
	OFF TIME	40	32	124	196.00				0.00			16.5	16.50	
<b>TOTALS</b>		56.00	720.00	720.00	1496.00	0.00	6.50	11.75	18.25	0.00	80.00	80.00	160.00	0.00
		1496.00				18.25				160.00				0.00

DPW: PARKS/BLDG & GROUNDS MANHOUR REPORT FOR:

Sep-23

FY 22-23 FUND	HOURLY WAGE		FULL TIME				FULL TIME				SEASONAL				SEASONAL			
	FUND NAME		EMPLOYEES REGULAR HOURS				EMPLOYEES OVERTIME HOURS				EMPLOYEES REGULAR HOURS				EMPLOYEES OVERTIME HOURS			
208-751.001-702	Holiday	Funeral	8.00			24.00												
	Sick	Vacation	8.00	8.00														
	PARKS		4.00	39.00	42.50	85.50				0.00	11.50	95.00	119.00	225.50				0.00
	DDA Work			4.00	2.00	6.00				0.00		7.00	8.00	15.00				0.00
	BLDG & GRUNDS		4.00	21.00	27.50	52.50	0.50			0.50	9.00	74.00	120.50	203.50				0.00
101-276.000-702	Cemetery					0.00				0.00	16.50	146.50	157.00	320.00				0.00
101-265.000-702	Trustees					0.00				0.00	8.00	48.00	69.00	125.00				0.00
101-537.000-702	Airport Maint					0.00				0.00	24.75	16.00	40.75					0.00
						0.00				0.00				0.00				0.00
						0.00				0.00				0.00				0.00
			8.0	80.0	80.0	168.0	0.5	0.0	0.0	0.5	45.0	395.3	489.5	929.8	0.0	0.0	0.0	0.0
<b>GRAND TOTAL</b>			168.00				0.50				929.75				0.00			

PAY PERIOD: September 2023																															
EQUIPMENT	2023-24 RATE	101-265-943 General Op	101-265-943 Railroad	101-276-943 Cemetery	101-441-943 Prad/Flg & TK/Lots	101-445-943 Trees/Lights	101-537-943 Airport	202-466.001-943 Roadway Intersection	202-466.001-943 TK Surface	202-466.001-943 TK Shoulders	202-466.001-943 TK Sweep	202-466.001-943 TK	Drain/Backdames	202-466.001-943 TK Signs/Signals	202-466.001-943 TK Snow & Ice	202-444.002-943 Mj Sis Sidewalks	202-499.002-943 Mj Sis Preservation	202-499.002-943 Mj Sis Snow & Ice	203-444.002-943 Lo Sis Sidewalks	203-499.002-943 Lo Sis Preservation	203-499.002-943 Lo Sis 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					1.00											4.25												9.25	148.37	
5 - Dodge Pickup	\$12.75																				4.00				4.50	9.50				18.00	229.50
6 - GMC Pickup	\$12.75																							41.50						41.50	529.13
7 - Chevy Bucket Truck	\$10.62				1.00	2.00																		4.00						7.00	74.34
8 - Int'l Dump Truck	\$53.40																				9.00		2.00	1.00	23.00	4.00	5.00		44.00	2,349.60	
9 - Ford Dump Truck	\$53.40					3.00																							3.00	160.20	
10- Sterling Dump Truck	\$53.40																				6.00				5.00				11.00	587.40	
14- Walk Behind Mower	\$23.29																							6.00					6.00	139.74	
18- Case Loader	\$40.61			3.00																	8.25	16.00		40.00		13.00		80.25	3,258.95		
20- Hyundai Loader	\$79.72				1.50																8.50			10.00	16.00			36.00	2,869.92		
21- Zero Turn Mower	\$31.11																							21.00				21.00	653.31		
22 - Brush Hog Mower	\$31.11																							89.00				89.00	2,768.79		
36- Brush Chipper	\$30.27					3.00																		8.00				11.00	332.97		
37- Street Sweeper	\$103.19				6.00						42.00						27.00				32.50							107.50	11,092.93		
39- Chevy Pickup	\$10.62																							18.50				18.50	196.47		
40- Portable Air Comp	\$13.46																							32.00				32.00	430.72		
50 - Trailer	\$11.25																							2.50				2.50	28.13		
53A- Truck Unit	\$53.40				2.00	9.00															2.00				2.00		15.00	30.00	1,602.00		
53B- Sewer Washer Unit	\$19.61					4.00																					1.00	5.00	98.05		
56 - Push Mower	\$11.89																							1.00				1.00	11.89		
59- Ford Utility Truck	\$10.62			19.00																	31.00		3.00	4.00	8.00	1.00	33.25	99.25	1,054.04		
60- Dodge Pickup 4x4	\$12.75																							48.00				48.00	612.00		
65- Push Mower	\$11.89																							1.00				1.00	11.89		
67- Chain Saw	\$4.11																							12.50				12.50	51.38		
69- Cut Off Saw	\$16.84																							2.00				2.00	33.68		
71- Zero Turn Mower	\$31.11																							47.50				47.50	1,477.73		
73- Wausau UB Scraper	\$7.88																				4.00							4.00	31.52		
81- Trackless Tractor	\$50.40																							3.00				3.00	151.20		
89 - Ford Pickup (Parks)	\$12.75																							108.00				108.00	1,377.00		
93 - Kubota Tractor	\$46.75																							4.00				4.00	187.00		
93A - Pallet Forks	\$6.66																							4.00				4.00	26.64		
94 - Bucket Attachment	\$5.24																							2.50				2.50	13.10		
97- Chevy Pickup	\$10.62		2.00	2.00	4.00		1.00														12.00		20.00	6.00	9.00		5.00	61.00	647.82		
98- Airport Tractor	\$60.36						1.50																					1.50	90.54		
104- Cub Cadet Rider	\$31.11						19.50																					19.50	606.65		
105- Ford Pickup	\$12.75																														
107- Trackless Mower	\$19.93																												10.25	130.69	
110 - Hydr Excavator	\$47.01																								3.00				3.00	59.79	
200- Zero Turn Mower	\$23.29				93.00																								93.00	2,165.97	
201- Zero Turn Mower	\$23.29				108.50																								108.50	2,526.97	
202- Weed Whip	\$4.02				22.00																				11.00				33.00	132.66	
203- Weed Whip	\$4.02				22.50																				27.00				49.50	198.99	
204- Back Pack Blower	\$3.72			2.00																								2.00	7.44		
205- Back Pack Blower	\$3.72			8.00																								8.00	29.76		
1007- Trimmer/Edger	\$4.02																								25.50			25.50	102.51		
1009- Trimmer/Edger	\$4.02																								21.00			21.00	84.42		
		0.00	2.00	280.00	14.50	22.00	22.00	0.00	0.00	0.00	42.00	0.00	0.00	0.00	0.00	0.00	31.25	0.00	0.00	122.50	0.00	42.00	573.00	251.00	5.00	75.25	1482.50	45837.64			

PERIOD: September 2023																	TOTAL	TOTAL
EQUIPMENT	2023 Rate	DEPOT/SPECIAL EVENTS	CEMETERY	PARADES/FLAGS & phine lots	AIRPORT	TRUNKLINES	MAJOR STREETS	LOCAL STREETS	DAM	ALL PARKS	DREDGING LAKE SHAMROCK	SEWER	WATER	HOURS	DOLLARS			
3 - GMC Pickup	\$16.04	0.00	0.00	1.00 16.04	0.00	0.00	4.25 68.17	0.00	0.00	4.00 64.16	0.00	0.00	0.00	9.25	148.37			
5 - Dodge Pickup	\$12.75	0.00	0.00	0.00	0.00	0.00	0.00	4.00 51.00	0.00	4.50 57.38	9.50 121.13	0.00	0.00	18.00	229.50			
6 - GMC Pickup	\$12.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.50 529.13	0.00	0.00	0.00	41.50	529.13			
7 - Ford Bucket Truck	\$10.62	0.00	0.00	3.00 31.86	0.00	0.00	0.00	0.00	0.00	4.00 42.48	0.00	0.00	0.00	7.00	74.34			
8 - Int'l Dump Truck	\$53.40	0.00	0.00	0.00	0.00	0.00	0.00	9.00 480.60	2.00 106.80	1.00 53.40	23.00 1228.20	4.00 213.60	5 267.00	44.00	2,349.60			
9 - Ford Dump Truck	\$53.40	0.00	0.00	3.00 160.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	160.20			
10- Sterling Dump Truck	\$53.40	0.00	0.00	0.00	0.00	0.00	0.00	6.00 320.40	0.00	0.00	5.00 267.00	0.00	0.00	11.00	587.40			
14 - Walk Behind Mower	\$23.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00 139.74	0.00	0.00	0.00	6.00	139.74			
18- Case Loader	\$40.61	0.00	3.00 121.83	0.00	0.00	0.00	0.00	8.25 335.03	16.00 649.76	0.00	40.00 1624.40	0.00	13 527.93	80.25	3,258.95			
20- Hyundai Loader	\$79.72	0.00	0.00	1.50 119.58	0.00	0.00	0.00	8.50 677.62	0.00	10.00 797.20	16.00 1275.52	0.00	0.00	36.00	2,869.92			
21 - Zero Turn Mower	\$31.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21.00 653.31	0.00	0.00	0.00	21.00	653.31			
22 - Brush Hog Mower	\$31.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.00 2768.79	0.00	0.00	0.00	89.00	2,768.79			
36- Brush Chipper	\$30.27	0.00	0.00	3.00 90.81	0.00	0.00	0.00	0.00	0.00	8.00 242.16	0.00	0.00	0.00	11.00	332.97			
37 - Street Sweeper	\$103.19	0.00	0.00	6.00 619.14	0.00	42.00 4333.98	27.00 2786.13	32.50 3353.68	0.00	0.00	0.00	0.00	0.00	107.50	11,092.93			
39 - Chevy Pickup	\$10.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.50 196.47	0.00	0.00	0.00	18.50	196.47			
40 - Portable Air Comp	\$13.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.00 430.72	0.00	0.00	0.00	32.00	430.72			
50 - Trailer	\$11.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.50 28.13	0.00	0.00	0.00	2.50	28.13			
53A- Truck Unit	\$53.40	0.00	0.00	11.00 587.40	0.00	0.00	0.00	2.00 106.80	0.00	0.00	2.00 106.80	0.00	15.00 801.00	30.00	1,602.00			
53B- Sewer Washer Unit	\$19.61	0.00	0.00	4.00 78.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00 19.61	5.00	98.05			
56 - Push Mower	\$11.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00 11.89	0.00	0.00	0.00	1.00	11.89			
59- Chevy Pickup 4x2	\$10.62	0.00	19.00 201.78	0.00	0.00	0.00	0.00	31.00 329.22	3.00 31.86	4.00 42.48	8.00 84.96	1.00 10.62	33.25 353.12	99.25	1,054.04			
60 - Dodge Pickup 4x4	\$12.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.00 612.00	0.00	0.00	0.00	48.00	612.00			
65 - Push Mower	\$11.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00 11.89	0.00	0.00	0.00	1.00	11.89			
67 - Chain Saw	\$4.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.50 51.38	0.00	0.00	0.00	12.50	51.38			
69- Cut Off Saw	\$16.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00 33.68	0.00	0.00	0.00	2.00	33.68			
71 - Zero Turn Mower	\$31.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47.50 1477.73	0.00	0.00	0.00	47.50	1,477.73			
73 - Wausau UB Scraper	\$7.88	0.00	0.00	0.00	0.00	0.00	0.00	4.00 31.52	0.00	0.00	0.00	0.00	0.00	4.00	31.52			
81- Trackless Tractor	\$50.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00 151.20	0.00	0.00	0.00	3.00	151.20			
89- Ford Pickup	\$12.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.00 1377.00	0.00	0.00	0.00	108.00	1,377.00			
93 - Kubota Tractor	\$46.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00 187.00	0.00	0.00	0.00	4.00	187.00			
93A - Pallet Forks	\$6.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00 26.64	0.00	0.00	0.00	4.00	26.64			
94 - Bucket Attachment	\$5.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.50 13.10	0.00	0.00	0.00	2.50	13.10			
97- Chevy Pickup	\$10.62	2.00 21.24	2.00 21.24	4.00 42.48	1.00 10.62	0.00	0.00	12.00 127.44	20.00 212.40	6.00 63.72	9.00 95.58	0.00	5.00 53.10	61.00	647.82			
98 - Airport Tractor	\$60.36	0.00	0.00	0.00	1.50 90.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.50	90.54			
104 - Cub Cadet Rider	\$31.11	0.00	0.00	0.00	19.50 606.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.50	606.65			
105- Ford Pickup	\$12.75	0.00	0.00	0.00	0.00	0.00	0.00	5.25 66.94	1.00 12.75	0.00	1.00 12.75	0.00	3.00 38.25	10.25	130.69			
107 - Trackless Mower	\$19.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00 59.79	0.00	0.00	0.00	3.00	59.79			
110 - Hyd Excavator	\$47.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	137.50 6463.88	0.00	0.00	137.50	6,463.88			
200 - Zero Turn Mower	\$23.29	0.00	93.00 2165.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.00	2,165.97			
201 - Zero Turn Mower	\$23.29	0.00	108.50 2526.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.50	2,526.97			
202 - Weed Whip	\$4.02	0.00	22.00 88.44	0.00	0.00	0.00	0.00	0.00	0.00	11.00 44.22	0.00	0.00	0.00	33.00	132.66			
203 - Weed Whip	\$4.02	0.00	22.50 90.45	0.00	0.00	0.00	0.00	0.00	0.00	27.00 108.54	0.00	0.00	0.00	49.50	198.99			
204 - Back Pack Blower	\$3.72	0.00	2.00 7.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	7.44			
205 - Back Pack Blower	\$3.72	0.00	8.00 29.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00	29.76			
1007 - Trimmer/Edger	\$4.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.50 102.51	0.00	0.00	0.00	25.50	102.51			
1009 - Trimmer/Edger	\$4.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21.00 84.42	0.00	0.00	0.00	21.00	84.42			
		2.00 21.24	280.00 5253.88	36.50 1745.95	22.00 707.81	42.00 4333.98	31.25 2854.30	122.50 5880.25	42.00 1013.57	573.00 10462.24	251.00 11280.21	5.00 224.22	75.25 2060.01	1482.50	45837.64			
														1,482.50	45,837.64			

September-23		Police		Water		Waste Water		TOTAL	TOTAL
EQUIPMENT	2023 RATES	Department		Treatment		Treatment		HOURS	DOLLARS
1 - 2012 Ford Pickup	\$12.75		0.00	25.50	325.13	34	433.50	59.50	758.63
61- Western Snow Plow	\$13.45		0.00		0.00		0.00	0.00	0.00
16- 2008 Ford	\$11.89		0.00	25.50	303.20	34	404.26	59.50	707.46
65- Push Mower	\$11.89		0.00		0.00		0.00	0.00	0.00
4 - 2009 Ford Pickup	\$12.75		0.00	14.00	178.50	20	255.00	34.00	433.50
PATROL CARS	\$11.89	1179.25	14021.28		0.00		0.00	1179.25	14021.28
		1179.25	14021.28	65.00	806.82	88.00	1092.76	1332.25	\$15,920.86

1332.25      15,920.86

	1		4		16		
	WA	WWT	WA	WWT	WA	WWT	
Sept 1-2	1.5	2.00	2.00	0.00	1.50	2.00	15,920.86
Sept 3-9	6	8.00	3.00	5.00	6.00	8.00	45837.64
Sept 10-16	6	8.00	3.00	5.00	6.00	8.00	
Sept 17-23	6	8.00	3.00	5.00	6.00	8.00	
Sept 24-30	6	8.00	3.00	5.00	6.00	8.00	
	25.5	34	14	20	25.5	34	

	46-1	46-2	46-3	46-4	46-5 Tahoe	
END HOURS	8617	18133	25092	9197	18037	2405
START HOURS	<u>8212</u>	<u>17950</u>	<u>24860</u>	<u>9145</u>	<u>17730</u>	<u>2268</u>
	405	183	232	52	307	137

1179.25 Total Hrs



DEPARTMENT OF PUBLIC WORKS- MANHOUR September 2023)

FUND	% OF HOURS	DEPARTMENT	September-23	
			REG.	O/T
GENERAL FUND	0.00%	General Fund		
	0.20%	Depot	3.00	
	4.56%	Cemetery	69.00	
	0.63%	Parades/Flags/Pking Lots	9.50	
	0.53%	DDA Parking Lots	8.00	
	2.31%	City Trees/Lites	35.00	
	0.13%	DDA Trees/Lites	2.00	
	0.07%	Airport	1.00	
TKLINE'S	0.20%	Surface Maintenance	3.00	
	0.00%	Drains & Backslopes		
	2.91%	Sweeping	44.00	
	0.00%	Snow & Ice		
	0.00%	Cleanup winter debris (sand, etc)		
MAJOR STREETS	3.71%	MJ STS Preservation	55.00	1.25
	0.00%	MJ STS Snow/Ice		
LOCAL STREETS	12.84%	LO STS Preservation	190.25	4.25
	0.00%	LO STS Snow/Ice		
PARKS	1.06%	Lake Shamrock Dam	16.00	
PARKS	2.94%	Lake Shamrock Park work	42.75	1.75
	23.51%	Dredging Lake Shamrock	352.00	4.00
SEWER	0.92%	Collection	14.00	
WATER	7.83%	Distribution & Meter Mts.	113.50	5.00
DPW	7.79%	DPW Admin/Bldg/Equip	118.00	
	7.63%	DPW: Equip	114.00	1.50
	0.69%	FIRE Truck	10.00	0.50
	0.79%	DPW: PD Equipment	12.00	
	0.00%	COVID 19		
	5.81%	Holiday (Birthday)	88.00	
	12.94%	PAID TIME OFF:	196.00	
1514.25	<b>100%</b>	<b>TOTALS:</b>	<b>1496</b>	<b>18.25</b>

FUND	% OF HOURS	DEPARTMENT	September-23	
			REG.	O/T
DPW Clerical	4.84%	Cemetery Admin	7.75	
	20.09%	Refuse Collection	32.15	
	4.38%	Major Sts Admin	7	
	4.38%	Local Sts Admin	7	
	22.06%	Sewer Collection	35.3	
	21.44%	Water Distribution	34.3	
	6.25%	DPW Administration	10	
	6.25%	Holiday (Birthday)	10	
	10.31%	PAID TIME OFF:	16.5	
160	<b>100%</b>	<b>TOTALS:</b>	<b>160</b>	<b>0</b>

FUND	% OF HOURS	DEPARTMENT	September-23	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	50.74%	Parks Work	85.5	
	3.56%	DDA Work	6	
	31.45%	Bldgs & Grounds	52.5	0.5
	4.75%	Holiday/Funeral	8	
	9.50%	PAID TIME OFF	16	
168.5	<b>100%</b>	<b>TOTALS:</b>	<b>168</b>	<b>0.5</b>

FUND	% OF HOURS	DEPARTMENT	September-23	
			REG.	O/T
SEASONAL EMPLOYEES	24.25%	PARKS WORK	225.5	
	1.61%	DDA WORK	15	
	21.89%	BLDG & GROUNDS	203.5	
	13.44%	TRUSTEE SUPERVISION*	125	
	34.42%	CEMETERY MAINTENANCE	320	
	0.00%	DPW		
	4.38%	AIRPORT MAINTENANCE	40.75	
929.75	<b>100%</b>	<b>TOTALS:</b>	<b>929.75</b>	<b>0</b>

FUND	% OF HOURS	DEPARTMENT	September-23
			REG.
*TRUSTEE WORK AREAS	100.00%	PARKS: Water flowers, Mowing, Moving fuse, Moving Bleac	125
	0.00%		
	0.00%		
	0.00%		
	0.00%		
125	100%	TOTALS:	125





**Monthly Fire Department Activity Report**  
**September 2023 Incident Response:**  
**Monthly Total: 18 Year End Total: 152**

September was a relatively quiet month. We responded to 5 vehicle accidents. Three with injuries and two without injuries. One incident was the wife of one of our firefighters who is pregnant. Mom and baby were checked out and both were fine. The baby has recently been born. We respond to a report of a basement fire that turned out to be a propane refrigerator that had caught fire. There was no structural damage to the Amish house. We respond to a possible Bio-Hazard incident that turned out nothing serious. A resident on 6<sup>th</sup> street received a package that is designed for shipping medications. When they saw the shipping label they were alarmed and called 911. We were able to quickly identify the package contents and all is well. Other incident as listed.

**Training:**

2.0 hrs. Truck Check

2.5 hrs. Sexual Harassment / Intro to our new Cadet program

2.0 hrs. Drivers Training / Rodeo



# 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
2300165	9/1/2023 10:42	445 - Arcing, shorted electrical equipment	303 W State ST, Clare, MI 48617
2300166	9/1/2023 19:03	322 - Motor vehicle accident with injuries	N McEwan ST & Wilcox Parkway DR, Clare, MI
2300167	9/2/2023 13:11	322 - Motor vehicle accident with injuries	S Clare AVE & Colonville RD, Clare, MI
2300168	9/2/2023 14:18	550 - Public service assistance, other	6370 E North County Line RD, Clare, MI 48617
2300169	9/4/2023 19:27	251 - Excessive heat, scorch burns with no ignition	5015 Dover RD, Clare, MI 48617
2300170	9/4/2023 22:57	6112 - Dispatched & cancelled at Hall	307 Briarwood ST, Clare, MI 48617
2300171	9/7/2023 07:56	6111 - Dispatched & cancelled on scene	E Fifth ST & S Rainbow DR, Clare, MI
2300172	9/13/2023 06:44	6111 - Dispatched & cancelled on scene	SB 127 / MM #158, Clare, MI 48617
2300173	9/16/2023 03:13	324 - Motor vehicle accident with no injuries.	Eberhart AVE & E Washington RD, Clare, MI
2300174	9/18/2023 11:10	444 - Power line down	E. Surrey Rd. / W. of Athey, Clare, MI 48617
2300175	9/18/2023 15:17	451 - Biological hazard, confirmed or suspected	303 W Sixth ST, Clare, MI 48617
2300176	9/19/2023 17:34	6111 - Dispatched & cancelled on scene	E Fifth ST & S McEwan ST, Clare, MI
2300177	9/22/2023 12:20	1511 - Illegal burning of Solid Waste	6795 Colonville RD, Clare, MI 48617
2300178	9/22/2023 15:21	463 - Vehicle accident, general cleanup	W Fifth ST & Beech ST, Clare, MI
2300179	9/23/2023 12:25	600 - Good intent call, other	141 E Ludington DR, Farwell, MI 48622
2300180	9/27/2023 12:36	611 - Dispatched & canceled en route	7430 E Surrey RD, Clare, MI 48617
2300181	9/28/2023 06:39	322 - Motor vehicle accident with injuries	NB 127 at the North County Line MM 157, Clare, MI 48617
2300182	9/30/2023 01:49	743 - Smoke detector activation, no fire - unintentional	1026 N McEwan ST, Clare, MI 48617

**Total Number of Incidents: 18**

**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 '9/1/2023 00:00'  
and '9/30/2023 23:59')



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

Continued, Current and Upcoming Programs and 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 card games that are played is determined by what the group wants to play and the group is supplied with coffee and card decks.

**Art in Sculpture** is a collaboration between Clare Parks and Recreation, Middle Michigan Development Corporation, the Clare County Arts Council, local artist Jeff Best and is headed by C. Santini. The current art pieces will be at their current location until April 30, 2024. Simmer is working on creating a selfie contest with the CCAC, where we will do three different months and when they take pictures of them with the sculptures and tag #artinclareco, they will be entered into a drawing for a \$25 prize.

The **Fall Youth Soccer** season started on September 9, 2023 and will run until October 14, 2023. Games are held between 8:30 a.m. – 3:30 p.m. for the pK – 8<sup>th</sup> grade groups. Concession during the games is run by the Clare High School Soccer coaches and parent volunteers.

An **Emerald Isle Recreation Complex Swag Fundraiser** took place on September 30, 2023 during the fall youth soccer games. Swantek Custom Creations were onsite to make Clare Soccer Wear and a portion of the proceeds will be donated back to the Emerald Isle Recreation Complex to go towards upcoming projects. We are waiting for a final confirmation on how much was raised.

Simmer has been working with the Clare Primary School Advisory Team for a service project at Shamrock Park on Friday, October 13, 2023 from 1-2:30 p.m. There will be 30-35 kids that day assisting at the park with clean-up.

The **Recreation Complex Raffle** tickets were bundled and checked out to the youth soccer players and handed out with their player bags. Tickets were bundled in sets of 30 and each player received one pack and are able to request more if they want. As we have done every year, the tickets are \$1/each or 6/\$5 and the proceeds will go towards Emerald Isle Recreation Complex projects. The players who sell all of their tickets are able to request additional packs and for every pack they sell they are entered into a player drawing for various prizes. The raffle prizes are: 1<sup>st</sup> Place - \$500, 2<sup>nd</sup> Place - \$250 and 3<sup>rd</sup> Place - \$100. The drawing will take place on October 14, 2023 at 12 p.m. at the Emerald Isle Recreation Complex.

**Large Pumpkin/Gourd Scavenger Hunt** will be happening again this year, thanks to the Swartz brothers. On social media we will be challenging people to look for the five gourds and post on the Clare Parks and Recreation Facebook page pictures with them and at least 4 of the 5 gourds. We will randomly select 2 winners from the scavenger hunt to win prizes.



**Halloween** events will take place on Saturday, October 28, 2023. The **Pumpkin Run** will be held once again at the Emerald Isle Recreation Complex with registration starting at 9 a.m. and then from 12-2 p.m. we will be holding a **Tract-or-Treat** in the complex parking lot. There will be one-way traffic through this event and the tractors will line up along the south line of the parking lot. The farmers will be handing out candy, pumpkins, apples, cheese sticks, etc... There will also be some local organizations handing out candy and playing games with the kids. Afterwards registered people can go and enjoy the program **Wizards, Wands and Potions** that is co-sponsored by Clare Parks and Recreation and the Pere Marquette District Library.

#### Past Programs and Events

**Family Night Out** – Simmer partnered with the library once again for a program during the community night out event. **Lord of the Gourd** was at the library on October 3, 2023 from 3-6 p.m. to do a live presentation of his gourd sculpting. The people who attended the program were able to be entered into the drawing to win one of his creations.

**Gold Out Night** - Clare Parks and Rec is partnered up with Woods Household and Clare High School Soccer again to do a Pediatric Cancer Awareness Night at the Emerald Isle Recreation Complex on 9/15/2023 during Pediatric Cancer Awareness Month. We showed the 1984 version of Karate Kid (Woods Household hosted the movie), the Clare High School Boys Varsity Soccer team held concessions (they secured the food license with the health department for soccer season and this will also cover this night). People came and donated supplies for the families and there was also a donation box at Jay's Sporting Goods.

Clare Parks and Recreation assisted with the **Annual Gateway Affair** at the Clare Family Moose Center on September 23, 2023. In the past this event has helped to raise funds for the Pere Marquette Rail-Trail Extension project and will continue to help raise funds for parks and recreation in Clare County. The cost was \$25/ticket and that ticket included entry into the event, an Italian dinner and the raffle. Simmer and Colosky were speakers at the event and discussed the PMR-T gap project and parks and recreation activities during the event and a silent auction included as well.

#### Additional Information

- The Clare-Gladwin RESD Parent Coalition received a grant for storywalk signs and Clare will be getting the sign holders and will also be getting a couple talking is teaching signs for out at Emerald Isle. One sign is nature based and the other will be sport related.
- The city has been meeting and corresponding with MDOT to keep the project moving for the Pere Marquette Rail-Trail extension. Current project schedule: Letting – 10/6/2023 • Anticipated construction start date – 4/1/24.

**\*NEXT PRAB MEETING IS SCHEDULED FOR TUESDAY, OCTOBER 17, 2023\***



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](http://www.cityofclare.org)

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## **MEMORANDUM**

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**TO:** Jeremy Howard and the Clare City Commission  
**FROM:** Clare Police Department  
**SUBJECT:** September police activity

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### **Dear Mr. Howard & City Commission:**

I am pleased to present the monthly commission report for September 2023, highlighting the dedicated efforts of our police department in community engagement, proactive patrolling, and traffic safety initiatives.

Our department continued its commitment to community outreach through various programs, and community policing initiatives. Officers actively participated in local events, fostering positive relationships with residents and businesses.

A significant increase in traffic stops and issued citations was observed during the month. Our officers focused on enforcing traffic laws, targeting speeding, reckless driving, and DUI offenses. These efforts resulted in improved road safety and compliance, contributing to the overall well-being of our community members.

#### Training:

Sept 18, 19<sup>th</sup> Captain Lake and Sergeant Francisco attended Managing Police training class.  
Sept 19<sup>th</sup> Chief attended CORE conference.  
September 22<sup>nd</sup>, 23<sup>rd</sup>, 24<sup>th</sup> Clare Police Reserve Academy  
Sept 27, 28, 29<sup>th</sup> – Chief attended MERS conference

#### Events:

Sept 15<sup>h</sup> – Chief attended Active Shooter tabletop exercise  
Sept 22<sup>nd</sup> – Chief attended CTE mock interviews for Clare / Gladwin RESD

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School  
See attached report from Liaison Officer Brian David

David Saad  
Clare Police Chief

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

**CLARE POLICE DEPT**

Page 1

**INCIDENTS BY INCIDENT TYPE  
SEPTEMBER 2023**

10/09/2023

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
11001	CSC I Penis/ Vagina	1
13001	Non-Aggravated Assault	12
13002	Aggravated/ Felonious Assault	1
13003	Intimidation/ Stalking	10
22001	Burglary - Forced Entry	1
23003	Larceny - Theft from Building	2
23007	Larceny - Other	6
26001	Fraud - False Pretence/ Swindle/ Confidence Game	3
26003	Fraud - Impersonation	1
29000	Damage to Property	2
30001	Retail Fraud - Misrepresentation	1
35001	Violation of Controlled Substance	3
36003	Peeping Tom	1
36004	Sex Offense - Other	1
38001	Family - Abuse/ Neglect Non-Violent	3
38003	Family - Other	10
50000	Obstructing Justice	13
52003	Weapons Offense - Other	1
53001	Disorderly Conduct	1
53002	Public Peace - Other	1
54002	Operating Under the Influence of Liquor or Drugs	4
54003	Traffic Violations	1
55000	Health and Safety	6
57001	Trespass - Other	4
62000	Conservation	2
70000	Juvenile Runaway	1
91001	Juvenile Deliquent	6
93001	Traffic Accident	8
93001CD	Car/ Deer Accident	5
93001PI	Traffic Accident with Injury	3
93002	Accident, Non-Traffic/ Private Property	2
94002	False Alarm Activation	11
95001	Accident, Fire	3
98007	Suspicious Persons	31
98008	Lost & Found Property	1
98009	Drug Overdose	2
99001	Suicide	2
99002	Natural Death	1
99003	Missing Persons	1
99008	General Assistance	52
99009	General Non-Criminal	2
ACC	Animal Control Complaint	4
AMBRES	Ambulance & Rescue	1
AMBRUN	Ambulance Run	24



# CLARE POLICE DEPT

## INCIDENTS BY INCIDENT TYPE SEPTEMBER 2023

10/09/2023

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
BOL	Be On the Look Out	4
BOL-WW	BOL Wrong Way Driver	1
MA	Motorist Assist	5
MARINE	Marine Complaint	1
ORV	Off Road Vehicle Complaint	1
OSTOP	ORV Traffic Stop	1
PC	Property Check	271
RD HAZAR	Vehicle/Object Road Hazard	4
SALV INS	SALVAGE INSPECTION	21
TP	TRAFFIC PATROL	46
TRANS	Inmate Transport	1
TSTOP	Traffic Stop	114
<b>Total Incidents</b>		<b>721</b>

# Ticket Totals Report

From 9/1/2023 12:00:00 AM to 9/30/2023 12:00:00 AM

Agency Name	Voided Ticket Count	Warning Violation Count	Total Ticket Count	Total Violation Count
Clare City Police Dept	1	7	15	22

## Auxiliary Division

2023

September	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Blackwell, Doug	55.5	0.5	1.5			57.5
Chinavare, Ken	9		1.5	14	2	26.5
Defoy, Mick	12		2	14	0.5	28.5
Fassett, Lori	8		1.5			9.5
Gilmore, Travis	10		5	7.5		22.5
Hahn, Bill	8	5	1.5	6.5		21
Harger, Greg	8		1.5			9.5
Jenkins, Dan	8.5			13.5		22
Lemke, Shane	8.5		1.5			10
Lombard, Rebeka (resigned 9/6)						0
Lynch, Steve	8	2.5	1.5			12
Papenfus, Joel	10.5			13.5		24
Pedjac, John						0
Winter, Nick	10.5					10.5
Gregory, Brendan	45.5	3	1.5	11	0.5	61.5
Marshall, Orrin	23		1.5	6.5	0.5	31.5
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
<b>Officer Totals</b>	<b>225</b>	<b>11</b>	<b>20.5</b>	<b>86.5</b>	<b>3.5</b>	<b>346.5</b>

## **Clare School Liaison Officer Report: Sept-Oct 2023-2024**

- Attended one staff/parent meetings
- Responded to three disruptive student incidents
- Initiated six traffic safety incidents
- Conducted two crossing guard/traffic assist
- Conducted two home visit/welfare/truancy checks
- Conducted four staff student meetings
- Conducted two general assists to school
- Conducted one general assist to parent
- Assisted with six MIP vape incidents
- Assisted with two school fights
- Conducted five parent meetings
- Assisted with homecoming parade
- Chaperoned/security for homecoming dance
- Attended four staff meetings
- Conducted five student meetings
- Investigated one suspicious incident
- Assisted with two threat assessments
- Provided security at one home football game
- Conducted crossing guard training for CPS
- Teaching 3<sup>rd</sup> hour Intro to Flight (drone) class at CHS
- Continue to conduct regular foot patrol thru all Clare schools

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



# WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT SEPTEMBER 2023

## **Wastewater Treatment Plant**

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

- Installed new fuel pump on the trash pump
- Robinson Mechanical began UV upgrade project
- Turned valves at lift station 2
- Pulled lift stations
  - Lift station 7
  - Lift station 3 pump covered in rags
- Sprayed weedkiller in drying beds
- Changed oil in vacuum pump

## **Water Treatment Plant**

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

- Insufficient water supply at test site for new well, considering a new location
- RCL Construction began rehabilitation project on backwash and retention tank at WTP
- Replaced burnt out bulb on top of north water tower
- Removed tree from front of WTP
  - Filled in holes with black dirt and seeded straw
  - Rented stump grinder
- Adjusted low speed variable frequency drive at well 9
- Replaced valve on airstripper
- Changed tube in chlorine pump
- Placed gravel in the road at cell 2
- Passed proficiency testing
- Lawn maintenance at WTP properties

## **Landfill**

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

- Cleared brush at landfill

## **Administrative Functions**

During the month, the following administrative tasks were performed:

- Commission approved Peerless Midwest work on well
- Commission toured WWTP
- Submitted permit for new Aldi location