

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 Pro Tem Bob Bonham who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Gus Murphy. Absent: Pat Humphrey. Also, present: Jeremy Howard, City Manager; Vicki Corlew, City Treasurer; Police Chief, David Saad; Parks & Rec Director, Joy Simmer; Parks Supervisor, Gary Bauer; DPW Director, Luke Potter; Fire Chief, Jim Chapman; Asst. Fire Chief, Sam Eberhart; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Bussell to approve the items listed with an asterisk (*), Agenda, Minutes, Communications, Professional Development, Board and Committee Appointments, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *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. RECOGNITION OF EMPLOYEE GARY BAUER-15 YEARS AS PARKS SUPERVISOR

Gary Bauer has faithfully served the residents of the City of Clare for the past fifteen years, as the City's Parks Supervisor. The City Commission is asked to formally recognize Gary for his exemplary, faithful, and dedicated public service.

Motion by Commissioner Murphy second by Commissioner Bussell to recognize Gary's service to the community by adoption of Resolution 2024-011. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Carolyn (Gus) Murphy, and Maegan Jenkins. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

B. APPROVE THE PURCHASE OF A UTV/GRASS RIG FOR THE CLARE FIRE DEPARTMENT

After 20 years of use, the city's Grass Rig for the City's Fire Department has reached the end of its useful life and needs replacement. The Fire Department budgeted the purchase for FY23/24 and recently solicited bids for a new Utility Vehicle/Grass Rig to combat grass fires, wildland fire-fighting, and off-road rescue.

As noted by Fire Chief Jim Chapman, the city received ten bids. A review of the bid documents submitted has been completed and the Fire Chief recommends the second lowest bid because it has a larger cargo box and the largest seating area thus it will be a better fit for our application. I concur with the Fire Chief's assessment and recommend making the purchase from Lakeside Motor Sports in Mecosta. Lakeside is also taking our existing rig (20 years old and we paid \$10,795) in on trade and giving us \$6,500 towards the cost of the new UTV.

The City Commission is asked to approve the bids and authorize the expenditure of funds for the purchase of a new UTV, authorize the City Manager to sign all documents necessary to complete this purchase, and authorize the City Treasurer to make any necessary budget amendments related to the purchase.

Motion by Commissioner Bussell second by Commissioner Murphy to authorize the UTV purchase by adoption of Resolution 2024-012. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, and Carolyn (Gus) Murphy. Abstain: Maegan Jenkins as she is a fire department employee. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

C. APPROVE A CONTRACTUAL AGREEMENT WITH CLARE LITTLE LEAGUE

Two years ago, the City's Parks & Recreation Director, made a recommendation to establish a formal agreement with Clare Little League for the use and maintenance of the Stamina Stadium ball fields to define and clarify the responsibilities of each party Joy, Luke Potter (Director of Public Works), Clare Little League representatives, and I recently met and collaborated to amend the agreement for the use and maintenance of Stamina Stadium ball fields. All parties are pleased with the agreement and wish to continue using the agreement in the future.

The proposed agreement is for two years covering the 2024-2025 seasons however, the revised agreement adds two, two-year automatic renewals.

The City Commission is now asked to consider approving the proposed agreement.

Motion by Commissioner Jenkins second by Commissioner Murphy to the agreement with Clare Little League by adoption of Resolution 2024-013. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

D. UPDATE BANKING SIGNATORIES

With the restructuring of the Treasurer and Finance Director's office, we need to update our bank signatories.

A complete review of all of the City's bank accounts has been completed and is summarized for the Commission's review. The City Commission is asked to approve the new list of signatories.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the updated listing of bank signatories by adoption of Resolution 2024-014. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

E. *BOARD & COMMITTEE REAPPOINTMENTS-BOARD OF REVIEW-MR. DENNIS PURKIS, MR. WAYNE TERPENING, MRS. CAROL SANTINI, AND ALTERNATE MR. IZAK POST.

Resolution 2024-015 Approved by Consent Agenda.

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

9. CITY MANAGER'S REPORT

Lake Shamrock Dredging. We received notice from EGLE that we must pause all dredging because the original permit that was approved 5 years ago expired at the beginning of February. After Luke and I and Savin Lake Services met with EGLE staff on February 14th, we submitted a new permit the next week which included a request for an expedited review and public comment period. EGLE received the permit and stated that they hoped they would be able to issue a new permit by the early part of March so that we could begin dredging again as soon as the weather allows. We are working with DNR Fisheries to ascertain whether can dredge within a specified area of the lake during the normal 2-4 months pause for fish spawning. Those conversations are still ongoing, but we are hopeful we can come to an agreement that satisfies fisheries spawning requirements and may still allow us to do some limited dredging during that time. The Dam feasibility study work is essentially complete and we are waiting to hear back on additional grant funding possibilities to help with the next phase of the project.

Aviation Professional of the Year Award. The Michigan Aeronautics Commission (MAC) and the Michigan Department of Transportation (MDOT) recently announced award winners for outstanding achievements in improving Michigan aviation at their 2024 Michigan Airport Conference held in East Lansing on Feb. 22. This year the Aviation Professional of the Year Award went to recently retired Airport Manager Gary Todd for Clare Municipal Airport. He was recognized for his outstanding contributions and sustained excellence serving as the airport's manager for the past decade and his exemplary leadership in maintaining the airport in top condition. Gary also was recognized for collaborating with others in the aviation community to share his knowledge and provide flight training. His dedication and hard work contributed to aspirational standards for many aviation professionals. Congratulations to a well-deserved award and honor to Gary for all for all of the work he did in his career as the Clare Airport Manager.

“Clarence” the Leprechaun. Clarence the Leprechaun and the Clare Blarney Stone have arrived at City Hall at the corner of 5th and Beech Streets. Clarence was commissioned by the Clare County Arts Council and created by local artist, Jeff Best of Devil’s Rope Studio. The sculpture and the Blarney Stone will have their permanent residence here at City Hall but will make an appearance each year downtown in the street for the Irish Festival. Thank you to all of those involved in making this project come to fruition.

Irish Festival. Clare’s 49th annual Irish Festival is coming up from March 13-17 and will have lots of great activities during the week and weekend. Flyers have been provided with this report. Hopefully everyone can attend the events and I encourage everyone to join in with Irish Spirit Week (see below for details on the days) as well.

Monday – Funky Socks – Pull out some Irish socks to kick off the week!
 Tuesday – Shamrockin’ – Add Shamrocks to your outfit!
 Wednesday – Pot of Gold – Dress as a pot of gold – Black & Gold!
 Thursday – Rainbow – Add some rainbow colors to your outfit!
 Friday – Top of the Morning to Ya – Wear your best Irish-Styled hat!
 Saturday – Luck of the Irish – Wear any green you have in your closet!
 Sunday – Irish Goodbye – Represent your favorite small town by wearing a Clare shirt!

March Board of Review. The March Board of Review will meet at Clare City Hall, 202 W. Fifth Street, Clare MI 48617, at the following times:

March 5, 2024 (2:00 pm) – Organizational Meeting – No Appeals
 March 11, 2024 (9:00 am – 3:00 pm) – Appeal Hearing
 March 12, 2024 (2:00 pm – 5:00 pm and 6:00 pm – 9:00 pm) – Appeal Hearing

If you have questions about your Tax Assessment Change Notice or wish to schedule an appointment, contact the City Assessor’s Office at 989-424-4066 or 517-940-2823, or email Assessor@cityofclare.gov.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Bob Bonham has noticed that some people are leaving their trash/recycle bins out at the curb.
14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Bussell seconded by Commissioner Jenkins to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.* The meeting adjourned at 6:32 p.m.

Bob Bonham, Mayor Pro Tem

Diane Lyon, City Clerk