

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; Diane Lyon, City Clerk; Vicki Corlew, City Treasurer; Luke Potter, DPW Director; and Dave Saad, Police Chief.

2. **CONSENT AGENDA:**

Moved by Commissioner Murphy second by Commissioner Bussell to approve the items listed with an asterisk (\*), (Agenda, Minutes, Department Reports, Communications, Professional Development, Board & 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:** Mr. Brian Coon has worked for the Clare County Road Commission for more than 30 years. Brian will soon be retiring, and because he has years of experience working on roadways and enjoys public service, Brian has decided to run for the office of Drain Commissioner.

6. **UNFINISHED BUSINESS:** None.

7. **NEW BUSINESS:**

**A. APPROVE PARKS SPECIAL USE APPLICATION**

The City has received a Parks Special Use Application from Mr. Damon Dubois to host a “for-profit” craft show and fair at City Park on August 24, 2024, from 8:00 a.m. to 6:00 p.m. All commercial, for-profit activities at the City’s parks require the City Commission’s sanction and approval (Ordinance Code Extract Sect.30-71(7)) in advance of the event. Mr. Dubois has requested the Commission approve his request.

One of the stipulations for the approval of the request is that Mr. Dubois must obtain and provide a copy of liability insurance listing the city and its officers as additional insured for this event.

Motion by Commissioner Murphy second by Commissioner Jenkins to approve the Special Use Request by the adoption of Resolutions 2024-016 Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

**B. PRIVATE WELL REQUEST 752 BLOSSOMWOOD DRIVE**

Section 46-312 of the Ordinance Codes of the City of Clare requires that a permit be approved by the City Commission for any private well drilled within the City’s boundaries.

Aaron and Ellison Olson are constructing a new residence at 752 Blossomwood Drive in Clare. They plan to install a geothermal environmental system for their new residence and have requested permission via application, to construct a private water well to use as the water source for a geothermal heating and cooling system for their residence. The residence will concurrently be connected to available public water and sanitary sewer service. The private well will not be located within the City’s Wellhead Protection Area.

The Commission is asked to approve the request.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the private well request by the adoption of Resolutions 2024-017. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

**C. \*BOARD & COMMITTEE REAPPOINTMENT-LDFA-MR. STEVE STARK**

*Resolution 2024-018 Approved by Consent Agenda.*

8. TREASURER’S REPORT: The Treasurer provided a brief report to the Commission.
9. \*DEPARTMENT REPORTS: *Approved by Consent Agenda.*
10. CITY MANAGER’S REPORT:  
DDA Meeting. The DDA held a meeting on March 14th. Topics of discussion included:
  - Discussion regarding ways to better reach DDA District Business Owners.
  - Approval of the site plan/façade improvement for Jay Trucks and Associates – 600 Pine Street.
  - Discussed and approved the draft budget for the DDA for FY24/25.
  - Approval of Financials and Payment of Bills – February 2024.  
Planning Commission Meeting. The Planning Commission held a meeting on March 13<sup>th</sup>. Items on their last agenda included:
  - Appointed a new 2024 Vice Chairperson – Nick Wyman.
  - Approval of the site plan/façade improvement for Jay Trucks and Associates – 600 Pine Street.
  - Excused absence for the meeting of March 13th for Ken Hibl.  
Lake Shamrock Dredging and Dam Project. Mechanical dredging and hydraulic dredging are currently on pause while waiting for a new permit from EGLE. They had told us they hoped to get it to us the week of the 10th. The Dam feasibility study work is essentially complete and we are waiting to hear back about additional grant funding possibilities to help with the next phases of the project.  
  
Rail Trail. Completion of the “Clare Gap” Rail Trail Project is slated to start this Spring. It was tentatively scheduled to begin in April but has been moved up to Monday, March 18th. The new tentative completion date is the end of July 2024. The completion of the longstanding “Clare Gap” will allow users continuous access to the shared-use path safely from both the East and West into and through the City of Clare without having to navigate directly on any high-traffic main roads. The establishment of a trailhead and new signage at the City of Clare Union Railroad Depot will also be a welcome addition. The City is thankful for all the hard work of city staff, other state, and private agencies, as well as project funding from the Michigan Department of Transportation, Michigan Department of Natural Resources, Michigan Trails Fund, and Friends of Clare County Parks and Rec, along with private donations, endowments, and fundraisers that helped make up the city’s required matching funds. MDOT has provided a press release regarding the project as well as some simple schematic maps showing the path from the Moose Lodge to the Depot.  
  
Equipment Purchases. The new mower purchased for the Cemetery and the new UTV grass rig for the Fire Department was available for the Commission and the public to view.  
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11. \*COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: The City is looking into the possibility of kayak rentals once the Lake has been dredged.
14. \*APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. \*PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Murphy seconded by Commissioner Bussell 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 6:20 p.m.