

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, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. Also, present: Jeremy Howard, City Manager; Diane Lyon, City Clerk; Joy Simmer, Recreation Director; and Dave Saad, Police Chief.

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 & Committee Appointments, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved by Consent Agenda.

5. PUBLIC COMMENT: Karen Tomczyk announced her candidacy for 55th Circuit Court Judge. Karl Hauser commented that he is glad to see the dredging of Lake Shamrock, and completion of the Clare Rail-Trail coming to fruition; he was happy to be able to kayak from the landing to Pettit Park.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. RECOGNITION OF CLARE PARKS & RECREATION DIRECTOR JOY SIMMER FOR 10-YEARS OF SERVICE

Joy Simmer has completed ten years of faithful, dedicated service to the City of Clare as the Director of the City's Parks and Recreation Department. We ask that the City Commission recognize Joy for her extraordinarily outstanding service.

Motion by Commissioner Bussell second by Commissioner Murphy to recognize Joy for her service to the community by adoption of Resolution 2024-057. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

Mayor Humphrey presented a plaque to Joy in recognition of her service to the community.

B. APPROVAL OF A CONTRACT WITH HOMETOWN DECORATIONS & DISPLAY LLC

The City's current contract for holiday decoration services expires this year. Parks and Recreation Director Joy Simmer is recommending a 2-year extension of our current contract with Hometown Decorations and Display, LLC for the continuance of their services.

The DDA reimburses the City for a major portion of the costs of holiday decoration services as the preponderance of the decorations are installed within the DDA District. The proposed contract will be reviewed and likely approved by the DDA at their upcoming August 8th meeting.

The City Commission is asked to approve the contract extension and designate Hometown Decoration & Display, LLC as the vendor to complete the work and authorize the City Treasurer to make any and all budget amendments needed.

Motion by Commissioner Jenkins second by Commissioner Bonham to approve the sole source contract by adoption of Resolution 2024-058. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. *Motion Carried.*

C. APPROVE THE PURCHASE OF A NEW DPW TRUCK THROUGH MIDEAL FROM TODD WENZEL BUICK-GMC

City staff budgeted for the purchase of one truck last fiscal year and one truck this fiscal year to replace aging trucks that have been used well past their useful life. A new 2024

GMC Sierra 2500HD Crew Cab 4X4 Pro truck was found to be available from Wenzel Buick-GMC of Westland and is being recommended in a memo by DPW Director Luke Potter.

The dealership participates in the MiDeal state program which bids out the cost for municipal purchases of trucks allowing the city to utilize contracts that have already been bid out by MiDeal across the state. The City is then able to take advantage of the discounted prices. The bid amount for the truck is \$50,738.00 and is included in this year's budget/CIP.

The City Commission is asked to approve the bid utilizing the MiDeal program and award the contract for the sole source purchase of a new DPW truck from Todd Wenzel Buick-GMC of Westland in the amount of \$50,738.00.

Motion by Commissioner Jenkins second by Commissioner Bussell to approve the sole source purchase of a new DPW truck from Todd Wenzel Buick-GMC by adoption of Resolution 2024-059. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. *Motion Carried.*

D. CONTRACT AMENDMENT-WAISTE DEEP DUMPSTERS HAULING OF LAKE SHAMROCK MECHANICAL DREDGING SPOILS

In 2021, the City entered into a contract with Marvin Heintz to utilize his trucking company to haul the spoils removed from Lake Shamrock by the City's mechanical dredging operation to the City's approved spoils location. It took EGLE quite a long time to approve the permit for mechanical dredging so the actual start of hauling was delayed for a lengthy amount of time. Due to the increase in costs related to the hauling including a large increase in diesel costs from when the contract was originally signed, we have worked with Marv to come to an agreement to amend the original contract amount per load from \$125 to \$150. The commission is asked to approve the amended contract and amount from the start of hauling until the completion of the mechanical portion of the lake dredging project which we hope to have completed before the end of this calendar year, barring any unforeseen issues.

The contract will end upon completion of the mechanical dredging which should be complete by the end of this year.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the contract amendment by adoption of Resolution 2024-060. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. *Motion Carried.*

E. APPROVAL OF AN EMPLOYMENT CONTRACT WITH THE CITY CLERK

The employment contract of our City Clerk is scheduled to expire on August 15, 2024. A revised three-year contract is attached for the Commission's consideration. Clerk Diane Lyon and I have discussed the contract details at length, and we have reached an agreement on the terms of the proposed contract. The majority of the contract language is the same as her previous contract. The only significant change is the addition of language that formalizes Diane as the Acting/Assistant City Manager with those duties outlined in the City Charter, and her current responsibilities and assistance that she already provides to the city, and the City Manager. Therefore, we have included the addition of a yearly percent salary adjustment for those additional duties and responsibilities as outlined in the contract. The Commission is asked to approve the proposed contract.

Motion by Commissioner Jenkins second by Commissioner Murphy to approve the contract by adoption of Resolution 2024-061. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. *Motion Carried.*

8. TREASURER'S REPORT: The Treasurer was absent from tonight's meeting but the report was provided as part of the packet.

9. CITY MANAGER'S REPORT:

Lake Shamrock Dredging and Dam Project. Dredging is continuing with good progress. Our mechanical dredge has been undergoing some repairs from normal wear and tear on the equipment but should be back up and running hopefully the first full week in August to continue working to the north of the beach at Shamrock Park. Savin is operating both

dredges 24 hours a day, 5 days (M-F), but has also experienced some intermittent mechanical issues that have been resolved. Hydraulic work has started on the North side of Barnes Island as well as some work to the Southwest of Barnes Island. Side note: One of the dredges had an interesting find the other night. An old metal canoe long forgotten and sunken in the lake off the shore of Barnes Island got caught up in the suction head. The crews were able to bring it up and get it to shore. The city along with our dam engineers, GEI and Spicer, are still waiting on the grant agreement from the State for the \$600,000 High Hazard Dam Grant that the City was awarded; they said it is still moving through the State's management team for review and approval and the review can take quite some time.

Rail Trail. The project continues to move forward and appears to be on schedule to finish in late summer or early fall. The contractor completed the new parking area at the depot including painting the lines. The new trailhead sign has arrived and we are working on getting the footings poured to place the new sign at the depot. I have attached some pictures of the design and type of trailhead sign that will be placed at the depot. Work is continuing on the trestle bridge and once that is done that section will get a base layer of asphalt and the entire trail will get the final topcoat of asphalt.

MDOT Road Work. Brian Atkinson, Operations Manager for MDOT, recently contacted the city to let us know that due to the light winter, they had winter savings in maintenance for our Region. As a result, they have added a 1.5" cold mill and 1.5" resurfacing project in the City of Clare. The project will be on McEwan/South Clare Avenue from State Street northerly to north of the Speedway gas station (north of US-127), approximately 1.72 miles. Work is scheduled to begin August 5th with the milling, paving, and painting scheduled to be completed by the end of that week, then any structures that need to be adjusted will be the next week with the whole project being completed by August 16th barring any weather delays. Additional information is available in MDOT's press release.

August 6th Primary Election. This is a reminder that the August Primary Election is tomorrow, Tuesday, August 6th, and polls will be open from 7:00 a.m. to 8:00 p.m., so please get out and vote.

Addendum: The DDA has an interest in expanding its boundaries to include the depot (051-034-406-04 & 051-072-001-00), the Burmeister "popcorn wagon" parcel (051-034-405-04), and the parcel (051-034-405-05) located adjacent to the Burmeister parcel and directly south of the 303 W. Fifth Street Dollar General. The DDA has asked for a consensus of the City Commission as to whether they would favorably consider expanding the DDA district. The consensus was that they would be open to considering a DDA expansion. The Commission inquired how the DDA tax is collected, and how it impacts residential vs. commercial properties. The C/M will ask the Treasurer to provide this information at the next meeting.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: The Mayor had a resident ask him why the property tax bills include a (1%) administrative fee. The C/M will ask the Treasurer to provide this information to the Commission. The Commission noted that one of the businesses downtown still has its grand opening sign up even though they've been open for months.
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 Bonham to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.* The meeting adjourned at 6:37 p.m.