

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, and Carolyn (Gus) Murphy. Absent: Maegan Jenkins. Also, present: were Jeremy Howard, City Manager; Diane Lyon, City Clerk; Vicki Corlew, City Treasurer; Dave Saad, Police Chief, and

2. CONSENT AGENDA:

Moved by Commissioner Bussell second by Commissioner Murphy, to approve the items listed with an asterisk (*), (Agenda, Minutes, Communications, Professional Development, Department Reports, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Kim Bussell, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved by Consent Agenda.

5. PUBLIC COMMENT: Clare County Prosecutor, Michelle Ambrozaitis, provided a report on current activities in her office, Clare County affairs and their activities affecting her office, and she announced her candidacy for the office of 55th Circuit Court Judge. Michelle also took and answered questions from the audience.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. **PRESENTATION OF LIFE-SAVING PIN, RESERVE OFFICER SGT. KEN CHINAVARE**

On July 18, 2024, Sergeant Ken Chinavare, one of the city's reserve officers, responded to a serious vehicle vs. motorcycle accident in downtown Clare. Without Ken's intervention and quick thinking, it is quite likely that the outcome of this incident would have been very different and the riders likely would not have survived. The City Commission is asked to formally recognize the heroic life-saving actions of Reserve Officer Sergeant Ken Chinavare by presentation of a Life Saving Pin.

Mayor Humphrey presented the life-saving pin to Sgt. Ken Chinavare in recognition of his life-saving actions on July 18.

B. **RECOGNITION UPON RETIREMENT, OF RESERVE OFFICER, CPL. MICK DEFOY FOR 13 YEARS OF SERVICE**

Reserve Police Officer Corporal Mick Defoy is a highly-respected reserve officer serving 13 years in the Clare Police Department. Mick is regrettably but understandably retiring from the City Reserve Officer Program to spend time with family. The City Commission is asked to formally recognize the extraordinary commitment to community service, demonstrated by this exceptional employee.

Motion by Commissioner Bonham second by Commissioner Murphy to recognize Mick for his service to the community by adoption of Resolution 2024-062. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

Mayor Humphrey presented a plaque to Mick in recognition of his service to the community.

C. **RECOGNITION OF OFFICER BRIAN DAVID FOR 11+ YEARS OF SERVICE**

Officer Brian David has tendered his resignation from the Clare Police Department (CPD) effective August 16, 2024. Brian served as a police officer for the CPD for eighteen years (effective January 31, 2006). During Brian's time in the department, he has served our community with great distinction, and he is likely best known for his extraordinary involvement with our area youth, having served as the School Liaison Officer for Clare Public Schools for a great portion of his time with the CPD. The City Commission is asked

to formally and publicly recognize Officer David for his outstanding service to the community.

Motion by Commissioner Bussell second by Commissioner Murphy to formally recognize Officer Brian David for his public service by adoption of Resolution 2024-063. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

Mayor Humphrey presented a plaque to Brian in recognition of his service to the community.

D. RECOGNITION UPON RETIREMENT OF ASSISTANT WATER/WASTEWATER SUPERINTENDENT TOM QUICK

Assistant Water/Wastewater Superintendent Tom Quick is scheduled to retire on August 30, 2024, after serving the citizens of Clare for the past 35-plus years. The City Commission is asked to formally recognize Tom's faithful, exemplary, and dedicated service.

Motion by Commissioner Murphy second by Commissioner Bonham to recognize Tom for his dedication to community service by adoption of Resolution 2024-064. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

Mayor Humphrey presented a plaque to Tom in recognition of his service to the community.

E. INTRODUCTION OF WATER/WASTEWATER EMPLOYEES ANDREA LOCK WOOD AND JOSEPH BONHOFF

Following the recent vacancy of the Administrative Assistant position at the Water & Wastewater Treatment Plant, the City began the search for an employee to fill the position.

After reviewing and interviewing candidates, Andrea Lockwood was selected as the new Administrative Assistant for Water/Wastewater. Andrea is from the Clare area and attended Beaverton High School, then went on to get her Bachelor of Science in Health Administration at the University of Phoenix. Andrea officially started with the City in April of this year; she has proven to be a great asset to the City and the Water/Wastewater Department in her administrative work and with our inspection programs.

When we were notified that Tom Quick intended to retire from his position as the Assistant Superintendent of the WWTP, the City began the search for an employee to fill this position.

After several interviews, Joseph Bohnhoff was selected as the new Water/Wastewater Assistant Superintendent. Joe started with the City at the end of July; he will work with Tom during the remainder of this month to get up to speed on the activities and processes of the department and learn some of the 35+ years of knowledge that Tom holds. Joe graduated high school from L'anse Creuse North High School in Macomb, MI, and plans to relocate to the Clare area from Algonac, MI. He has spent 10-plus years working for city and township governments in municipal water facilities, and before that, he spent 17 years in the construction lumber industry. He holds both F4 and S3 water licenses and will be working to obtain his Wastewater licensing.

F. APPROVE AIRPORT ENGINEERING AND DESIGN CONTRACT-MEAD & HUNT

Earlier this year, the City Commission approved the Engineering RFQ of Mead & Hunt to oversee our Airport project to replace and install the Pilot Approach Path Indicator Lights (PAPI).

MDOT Aero has approved the PAPI Lights Project. Mead & Hunt is the City's designated engineering firm for all major airport projects. We have received the Engineering Service Agreement for construction and administrative oversight of the PAPI Lights Project from Mead & Hunt for the referenced Engineering Services Agreement. The amount for the professional engineering services is \$43,752.90. The City Commission is asked to review, consider, and approve the proposed Agreement.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the agreement by adoption of Resolution 2024-065. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

G. ANNUAL REVIEW AND RENEWAL OF TITLE VI POLICY PLAN

MDOT requires recipients of Federal-aid highway funds (which we are) to have a Title VI Plan and Policy in place. MDOT requires the governing body of the City to review and renew the respective Plan and Policy annually so that we can continue to receive funding.

The City Commission is asked to review and renew the Title VI Plan and Policy to ensure compliance with Federal and State requirements.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the review and renewal of the City's Title VI Plan and Policy by adoption of Resolution 2024-066. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

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

9. DEPARTMENT REPORTS: *Approved by Consent Agenda.*

10. CITY MANAGER'S REPORT:

Lake Shamrock Dredging and Dam Project. Dredging continues with good progress. We completed repairs on the barge container and worked at the spoil's location to improve road access to the hauling site. Our mechanical dredge is back working M-Th, 10 hours a day, on the section north of the beach at Shamrock Park. Savin is operating both dredges 24 hours a day, 5 days (M-F) and making good progress working on the large section of the lake west of Barnes Island this past week. EGLE notified us that we were selected for another grant from the Federal Emergency Management Agency (FEMA), for the Rehabilitation of High Hazard Potential Dams (HHPD) Grant. This grant provides federal dollars that will flow through the State of Michigan through EGLE, and it is being awarded equally to 7 sub-recipients, one of which is Clare. The federal dollars given to Michigan total \$3,035,886; the City of Clare's award will be \$433,698 unless another entity does not take the dollars, then our share could increase. We are working with GEI and EGLE to ensure that we are fully eligible under their requirements, but it does appear that we have met them at this point. There is a 35% match and we will use our original state-allocated dollars to cover the match amount. There will also be a grant agreement that will come to you soon. This brings our additional (above the 6.8 million) grant total to over 1.3 million for the dam reconstruction. 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; it is still moving through the State's management team for review and approval and it can take quite some time.

Rail Trail. Construction on the project continues to move forward and it appears to be on schedule and to finish up in the next month or two. Most of the recent construction has been focused on the extensive work on the trestle bridge west of Clare near the Moose Lodge. The new trailhead sign has been installed at the Depot as well as the concrete and sidewalk connecting the parking lot and the trail to the accessible entrance of the Depot. Tentatively, we are hoping to hold a ribbon cutting and the official trail opening celebration in October.

MDOT Road Work. MDOT recently completed a 1.5" cold mill and 1.5" resurfacing project in the City of Clare. The project on McEwan/South Clare Avenue, from State Street northerly to the north of the Speedway gas station (north of US-127), approximately 1.72 miles in length was mostly completed in one week. Rieth-Riley, the contractor, did a spectacular job on the project by completing it in a timely manner and keeping traffic flowing in this very busy section of the City. The road turned out wonderfully and will be an asset for many years. Thank you to MDOT for working the project into its schedule and taking advantage of the available funding from the State.

South Rainbow Street Reconstruction Project. Robin Harsh Excavating, Inc. has begun construction on South Rainbow Drive from Eastwood to Glendale. They have already made good progress and have removed the old curb, gutter, asphalt, and 16 inches of clay. Sand has been brought in and curb work could start as early as the 19th or 20th along with

gravel being hauled in to build the new base. As a reminder, the proposed street work includes the removal of curb and gutter and haul off-site and install 1,688' curb and gutter, removal of asphalt and haul off-site, undercut the road 18" outside curb area and approaches, furnish and install 12" sand base to outside curb area, furnish and install 6" of 22A gravel base in road area, and install 1,415 sq ft 7-1/2' approaches along with a single course 2.5-inch lift of asphalt.

City Attorney Retirement Celebration. There will be a retirement celebration for long-time City Attorney Jaynie Hoerauf. Jaynie has been the City Attorney for many years and we wish her the best in her well-deserved retirement. The office will continue to serve the city and Heather Nevill will take over for the firm as the City's primary contact as City Attorney.

Old 27 Motor Tour 2024. Join hundreds of classic cars as they tour nostalgic Old US 27. Michigan's Old US 27 Motor Tour visits several cities including a stop in Clare on August 22, 2024, from 6:00-8:00 PM, where automobile enthusiasts can view hundreds of classic cars. Cars will be lined up on McEwan Street from 3rd to 5th and on 4th Street from Beech to Pine. If you are a local bringing a car to the tour, special parking has been arranged in Doherty's north parking lot right by the band (Night Shift). The Clare Area Chamber of Commerce has more information available on this event.

Clare Area Chamber of Commerce Raffles. This is your chance to win a brand new 2024 Chevy Trax (Taxes and Fees not included). The Clare Area Chamber of Commerce is selling tickets 500 for \$100 each. If less than 300 tickets are sold, it will revert to a 50/50 raffle. You can get tickets at various local businesses around the area or online. The drawing will be held on October 1st at 6 p.m. at Wood's Household during Family Night Out. Also, the Queen of Hearts Progressive Raffle is still going on; tickets are \$2 each and are only available at Timeout Tavern, where you can also find the rules and how to play. Drawings happen every Wednesday at 8 p.m., so get your tickets before 7:45 pm to get into the drawing.

Addendum: Reminder that the first City Commission meeting of September will be held on Tuesday, September 3rd due to the Labor Day holiday falling on Monday when offices will be closed.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Mayor Humphrey noted a few potential Ordinance violations: a dumpster has been sited at a residence in the second block of East 6th Street for several months, and it appears that someone has been living in a travel trailer at a different residence on East 6th Street. Commissioner Bonham and Murphy noted additional potential violations in that some residents appear to be holding perpetual garage sales...one on East Fifth Street and another on Schoolcrest.
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, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.* The meeting adjourned at 6:44 p.m.

Pat Humphrey, Mayor

Diane M. Lyon, City Clerk