

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 Gus Murphy. Absent: None. Also, present: Jeremy Howard, City Manager; Diane Lyon, City Clerk; Vicki Corlew, City Treasurer; David Saad, Police Chief; Sam Eberhart, Fire Chief; and a multitude of members of the Fire Department.

2. **CONSENT AGENDA:**

Moved by Commissioner Jenkins second by Commissioner Murphy 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, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *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 FIRE CHIEF JAMES CHAPMAN**

James Chapman has faithfully and courageously served the greater Clare area community as the city's Fire Department Chief for the past 15 years. Jim recently announced that he is stepping down from the position of Fire Chief effective September 30, 2024, but will stay on as a member of the Fire Department. The City Commission is asked to formally recognize Jim's excellent service by presentation of a resolution.

Motion by Commissioner Jenkins second by Commissioner Bonham to recognize Jim Chapman by the adoption of Resolutions 2024-082. 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 the resolution to Mr. Jim Chapman.

B. **APPROVE INTERGOVERNMENTAL AGREEMENT WITH ISABELLA COUNTY REGISTER OF DEEDS**

The city recently received a proposed contractual agreement from the Isabella County Equalization Director, to allow the city's assessors digital access to the Register of Deeds records. The Equalization Director's initial concept was for Isabella County Equalization to distribute digital deeds. That concept has changed for a variety of reasons and the Assessor will now have the ability to directly pull their deeds from the Isabella County Register of Deeds via an online account. This has been adopted by the Isabella County Board of Commissioners to clarify access to the Register of Deeds online digital information.

The City Commission is asked to approve the contractual agreement.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the agreement by the adoption of Resolutions 2024-083. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

C. **APPROVE SOLE SOURCE EQUIPMENT PURCHASE 5" HOSE FOR CLARE FIRE DEPARTMENT**

The Clare Fire Department's approved FY2024/2025 Budget & CIP included the purchase of replacement 5-inch fire hose for Engine 1842. Mercedes Textiles was found to be the best hose for use by the fire department. Subsequently, the city received a letter from Mercedes Textiles stating that CSI Emergency Apparatus, LLC was the only vendor licensed to sell this brand/type of hose. Therefore, CSI provided a quote for the needed replacement hose in the amount of \$10,941.02.

The City Commission is asked to authorize the expenditure of funds for the sole source purchase of the equipment along with any budget amendments if needed.

Motion by Commissioner Murphy second by Commissioner Jenkins to approve sole source purchase by adoption of Resolutions 2024-084. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

**D. \* BOARD & COMMITTEE APPOINTMENTS-AIRPORT ADVISORY BOARD**  
**(ARLENE GARVER & STEVE STARK)**

*Resolution 2024-085 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:  
Lake Shamrock Dredging and Dam Project. Mechanical and hydraulic dredging continue to make progress. Mechanical dredging by the city operates 10 hours a day Monday through Thursday each week. Hydraulic dredging by Savin Lake Services is still operating Monday through Friday 24 hours a day most days and has started doing some alternate day and night shifts on the weekends as well. They are still working on completing the north side of Barnes Island and have started moving into the mouth of the west finger of the lake. EGLE is still reviewing the permit for the East finger and area on the East end of the lake by the dam and when I reached out to them a couple weeks ago, they responded that they hoped to have the permit complete soon. Hopefully this happens so we can stay on schedule to complete the hydraulic dredging by the end of this year or early next year according to the contractor. There is still no news on the second grant and agreement that we were awarded for the dam project. Our engineering firm, GEI, is working on the next design phase for the dam and we have an official kickoff meeting with them and staff for the project scheduled for Tuesday, October 22nd.

Rail Trail. The project is complete barring a few punch list items. The only major piece left is the rail crossing gates at the end of Pioneer Parkway. The gates are manufactured and shipped from Florida, and with the recent hurricanes, there have been delays in their arrival. It will likely be weeks before they arrive and installed. We plan to have the ribbon cutting and official trail opening celebration this coming Wednesday, October 23, 2024, at 3:00 p.m.

November General Election Information. The Public Accuracy Test for the November 5, 2024, General Election has been scheduled for Monday, October 21, 2024, at 3:00 pm at Clare City Hall, 202 W. Fifth St., Clare, Michigan. The Public Accuracy Test is conducted to demonstrate that the computer program, ballots, and tabulator used to record and calculate the results of the election have been prepared in accordance with the law.

For the purpose of registration, for Elections at the City of Clare, Elections staff may be contacted by calling (989) 386-7541; or emailing elections@cityofclare.gov. Election staff will be working on Sunday, November 3, 2024, from 7am-3pm to issue and receive Absent Voter Ballots.

Michigan North-South Passenger Rail Project. This project has been in the works for years (once known as AA to TC Project). Clare is a potential stop for future Passenger Trains. I have met with the Rail Advisory Group at quarterly meetings along with many others across the state. Recently the consultant sent a press release stating that they have received significant funding to further evaluate the feasibility and process to make this passenger rail system a reality. It will be a lengthy study, but we hope to have results by the end of next year on the feasibility and the next steps for this exciting prospective project.

11. \*COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Bylaw revisions.
14. \*APPROVAL OF BILLS: *Approved by Consent Agenda.*

15. \*PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES:

*Approved by Consent Agenda.*

16. ADJOURNMENT: Motion by Commissioner Bonham seconded by Commissioner Murphy 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 6:51 p.m.

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Pat Humphrey, Mayor

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Diane M. Lyon, City Clerk