

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; Vicki Corlew, City Treasurer; Dave Saad, Police Chief; and Police Captain John Lake.

2. **CONSENT AGENDA:**

Moved by Commissioner Bussell second by Commissioner Jenkins to approve the items listed with an asterisk (*), (Agenda, Minutes, Communications, Professional Development, 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. FIRE SERVICE MUTUAL AID AGREEMENT-ISABELLA COUNTY FIRE DEPARTMENTS

The Clare Fire Department has been asked to enter into a Mutual Aid Agreement with the fire departments in Isabella County. Response to a request for assistance by either party is voluntary/not mandatory at the call of the respective Fire Chief or their designated representative. Approval of the Agreement is mutually beneficial to all signatories.

The proposed Agreement requires the approval of the Clare City Commission. The Fire Chief and I both recommend approval of the Agreement. The Commission is now asked to consider approval of said Agreement.

Motion by Commissioner Bonham seconded by Commissioner Murphy to approve the agreement by adoption of Resolutions 2024-086. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

B. UPDATE AND REVIEW OF BYLAWS

The By-Laws of the City of Clare City Commission govern the procedures and processes followed by the City Commission concerning the rules it adopts and enforces, the conduct of its members, the conduct meetings, and the decisions made by the Commission – in essence, everything the City Commission formally does or does not do. After a brief discussion of the bylaws recently and noticing some needed updates to several sections the City Commission is asked to review and ensure the by-laws are up-to-date and are fulfilling the needs and desires of the City Commission.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the State Gaming License by adoption of Resolutions 2024-087. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

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

9. **CITY MANAGER’S REPORT:**

Lake Shamrock Dredging and Dam Project. Mechanical and hydraulic dredging both continue with great progress. Mechanical dredging operates 10 hours a day Monday through Thursday each week. With the time change Sunday, November 3rd, we will evaluate if there is enough daylight to continue the 4 ten-hour days and at some point, go back to 8 hours a day Monday through Friday.

The hydraulic dredging by Savin Lake Services is still operating Monday through Friday 24 hours a day most days and some alternate day and night shifts on the weekends. They

have one barge working the north side of Barnes Island and have been making great progress in the West finger of the lake. EGLE finished reviewing the permit for the East finger and area on the East end of the lake by the dam, and we now have a fully executed permit for those sections of the lake as well. Savin will move into those sections next after they complete the areas they are currently working on in the lake.

For the dam project, our engineering firm GEI, has begun design work for the dam and we had a productive kickoff meeting with them on Tuesday, October 22nd. This grant (Dam Risk Reduction Grant Program – DRRGP) is the one for \$600,000, with the total project cost at \$670,000, \$70K is the city's match. The project will be quite extensive and should finish up late Summer or early Fall next year. We are still waiting on a grant agreement for the second grant (High Hazard Potential Dams – HHPD) to cover the next phase of the project. However, we do have more good news regarding the grant amount. Several other applicants have dropped out, so our grant share has increased to \$758,971.50. The city will pay a 35% match of the total project cost. The next phase will likely be the actual bidding and construction of the dam. The total cost of all the phases to design, bid, and construct the dam and emergency spillway was around \$7,000,000. These two grants add \$1,358,971.50 to our funding for the project. The city's matching funds for these grants, as well as additional dollars for the project, will come from the original 6.8M state revenue allocation we received for the dredging and dam project. We will also be pursuing further rounds of both the DRRGP and HHPD grants in hopes of receiving additional grant dollars for the project to get us all the way to the preferred design of the dam as recommended by the engineer, and to meet all the requirements of EGLE.

Rail Trail. The project is essentially complete. The only major piece that was left was the rail crossing gates and fencing at the end of Pioneer Parkway. Those are being installed as I write this memo and will be fully completed in the next week. The ribbon cutting and official trail opening celebration was held Wednesday, October 23, 2024, at 3:00 p.m. at the Clare Union Depot trailhead. It was a wonderful celebration of a project that had been decades in the making. Approximately one hundred people were there to celebrate, and many took to the trail after the ceremony. At the ceremony, Representative Tom Kunse presented an official proclamation to the City of Clare which was received by Parks and Recreation Director Joy Simmer. Thank you again to all those who were involved in bringing this project to completion.

November General Election Information. Just a reminder that the November General Election is Tuesday, November 5th; polls will be open from 7 a.m. to 8 p.m. in the lower level of the Pere Marquette District Library for City of Clare residents. You can vote in person at the polling location or return your absentee ballot by 8 p.m. election day at the Clerk's office or in the drop box located at City Hall in the front lobby.

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

City Hall Generator – Transfer Switch. City Hall has had a generator in place for many years. However, this generator currently needs to be manually switched on and off in times of power loss. Recently City Clerk Diane Lyon was able to obtain two grants for election location upgrades and we will be able to utilize that funding to install an automatic transfer switch. This will allow City Hall to immediately switch over to generator power if there is a loss and then switch back to line power when it comes back. This will be a much smoother transfer of power and safer for all our equipment in City Hall and provide protection for uninterrupted power at City Hall for elections if a power outage event were to happen on election day.

Depot Elevator. Just a quick FYI, the elevator at the Depot Building is now fixed. It has been down for over two months due to the storms that went through the city on August 28th which caused electrical spikes and outages for several days. The parts finally arrived and were installed so it is now fully functional again.

Veteran's Day. City Hall offices will be closed to the Public on Veteran's Day, November 11th. Staff will be in the office working that day cleaning up old files and gathering files that have reached their retention dates for disposal. A shredding company is coming to shred and dispose of the documents collected.

12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Mayor Humphrey acknowledged Commissioner Jenkins for being recognized by Middle Michigan Development Corporation as being one of the top 40 under 40 in Mid-Michigan, this year.
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 6:17 p.m.

Pat Humphrey, Mayor

Diane M. Lyon, City Clerk