

*“This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests that the item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Agenda of the Clare City Commission.”*

**DEPARTMENT OF PUBLIC WORKS  
DEPARTMENT REPORT  
OCTOBER 2024  
LUKE POTTER, DIRECTOR**

---

**STREET WORK.** We brined and bladed roads a couple times in October, cold patched on the 2<sup>nd</sup>, saw cut for hot mix on on E Sixth and Pine Street, replaced stop sign and post at Ann Arbor and Grant. Dug out and hot mix on E Fifth and Pine Street and hot mix on E Sixth Street. And replaced stop signs on the 28<sup>th</sup>. Dug out and formed up sidewalk at 704 Hemlock and on the 30<sup>th</sup> we poured concrete the sidewalk. We also cleaned up stump grindings.

**WATER & SEWER WORK:** Water and sewer work this month included our regular schedule of Miss Digs, meter readings, shut offs for non-payment, manual reads, meter work, and washing sewers/preventive maintenance. We repaired the water valve at Gateway Village on a couple of days. Installed water & sewer at 406 E Sixth Street. Painted hydrants, Flushed hydrants the week of the 21<sup>st</sup>, pumped hydrants a couple days that week also.

**CEMETERY WORK:** We had two full burials and 2 cremation burials at Cherry Grove Cemetery in October. We also prepared 2 graves for the Catholic cemetery. And we set foundation and moved a large headstone in Cherry Grove during the month.

**DREDGING:** We were dredging all month and pushed spoils at the airport. We installed new mats on the barge and hauled gravel for dredge tubes on north side of dam.

**MISCELLANEOUS WORK:** We chipped brush, cleaned, washed and waxed trucks, and cleaned the garage on several days. We watered trees through out the month, put signs up at soccer complex. We mixed salt sand on a couple of days. Power washed city hall preparing to paint and painted a couple of days. Worked on inventory on the 8<sup>th</sup>. Unloaded large pumpkins. Vactor for Harrison on the 22 and Farwell on the 29<sup>th</sup>. We also had a meeting for Neptune 360 meter reading new system. Set up for the Rail trail ceremony on the 23<sup>rd</sup> and picked up bunker blocks from Elmer’s on the 30<sup>th</sup>. On the 24<sup>th</sup> we unloaded trees for the DDA and on the 25<sup>th</sup> we planted them in the cemetery.

**Attachments.** Manhour Report, Utility Work Order, Report, Fuel Report, Equipment Report

# WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT October 2024

## **Wastewater Treatment Plant**

In addition to their routine duties, our Operators performed the following tasks:

- Painted the basement access lid
- Change the capacitor on both garage door openers
- Changed the oil on the polymer mixer and the conveyor
- Flipped the doctor blade in the screen room
- Completed Semi-Annual maintenance on the Quanti-Tray Sealer Plus
- Ordered a tool for the lawn tractor to pull out the Autumn olive by the fence line

## **Water Treatment Plant**

In addition to their routine duties, our Operators performed the following tasks:

- Changed all the locks
- Put new extension for the retention overflow tank
- Plugged the hole in the discharge tank and changed the screen at well six and changed the screen at well 9
- Took the vent fan out of well 9
- RCL Blasted the backwash tank
- Completed the chemical switch over
- Installed a fabricated liquid extraction tube for the chlorine
- Switched to high services pumps and adjusts power to water tower
- Painted elbow for the retention tank
- Pulled a confined space entry permit to Install a meter in the well house at well 8
- Changed the oil on the screw pump
- Flange made for the air stripper 1
- Electrical work at the WTP will start on Monday and will demo the motor control center

## **Landfill**

In addition to their routine duties, our Operators performed the following tasks:

- Completed semiannual landfill sampling

## **Administrative Functions**

During the month, the following administrative tasks were performed:

- Commission approved a new drum screen
- Submitted the NPDES treatment monitoring program
- Contractors painted the out fall at the Retention tank
- Joe, Sven, and Josh attended a webinar for Testing Coliforms and E. Coli webinar
- Sent in biosolids report
- Had a meeting with PRP about the water upgrades
- Sent in new permit to Trace



**Monthly Fire Department Activity Report  
October 2024 Incident Response:  
Monthly Total: 25 Year End Total: 191**

October was a busy month for public education for the Clare Fire Department. In addition to the Family Fun Night on the 1<sup>st</sup>, we also completed our annual Fire Prevention Activities with Clare Public Schools, the Great Lakes Mennonite School, and 13 Amish schools in the coverage district. The officers attended a 2-hour training session at Surrey Township on the 29<sup>th</sup> hosted by Fire Programs, on incident reporting and data logging. On the 31<sup>st</sup> we handed out over 800 hot dogs in partnership with Witbeck's for our annual Halloween candy check at the station, it was a success as always. Along with fire prevention we also responded to 23 calls for services in-district along with two mutual aid requests for assistance with structure fires in Surrey Township and one mutual aid request for a structure fire in Harrison. On the 17<sup>th</sup> the department was called to southbound 127 near the Mackie for a serious accident with entrapment. Crews were able to extricate two victims in less than 20 minutes. Training this month also included truck check and Firefighter Strategy and Tactics on an acquired structure on Summerton Road.

**Training:**

2.0 hrs. Truck Check

2.0 hrs. Firefighter Strategy and Tactics

Regards,

**Sam Eberhart**  
Chief  
Clare Fire Dept.  
CCFFTC-CTC



# Clare Fire Department

207 W. Fifth Street Clare, Michigan 48617 Ph: (989) 386-2151 Fax: (989) 386-3020

## Incident Reports by Incident Number

Incident	Alarm Date/Time	Incident Type	Address
2400167	10/5/2024 09:22	150 - Outside rubbish fire, other	10685 E Clarabella RD, Clare, MI 48617
2400168	10/5/2024 16:53	571 - Cover assignment, standby, moveup	202 W Fifth ST, Clare, MI 48617
2400169	10/6/2024 13:37	745 - Alarm system activation, no fire - unintentional	312 McGuirk ST, Clare, MI 48617
2400170	10/6/2024 17:27	324 - Motor vehicle accident with no injuries.	SB127 N of E10 Split, Clare, MI 48617
2400171	10/7/2024 08:32	322 - Motor vehicle accident with injuries	6557 N Mission RD, Clare, MI 48878
2400172	10/10/2024 02:15	131 - Passenger vehicle fire	Leaton S/o Grass Lake, Clare, MI 48617
2400173	10/12/2024 09:03	111 - Building fire	10964 N Vandecar RD, Farwell, MI 48622
2400174	10/12/2024 19:22	600 - Good intent call, other	206 Mary ST, Clare, MI 48617
2400175	10/13/2024 00:14	424 - Carbon monoxide incident	5360 E Washington RD, Clare, MI 48617
2400176	10/14/2024 00:39	652 - Steam, vapor, fog or dust thought to be smoke	204 Mary ST #H, Clare, MI 48617
2400177	10/17/2024 07:27	322 - Motor vehicle accident with injuries	SB 127 at East 10 Split N/o Mackie Rest Area, Clare, MI 48617
2400178	10/20/2024 05:40	150 - Outside rubbish fire, other	East dover road between Grant Road and U.S. 127 Highway, Clare, MI 48617
2400179	10/23/2024 13:31	140 - Natural vegetation fire, other	10169 N. Loomis RD., Clare, MI 48617
2400180	10/24/2024 11:07	611 - Dispatched & canceled en route	4886 Glenwood Dr, Harrison, MI 48625
2400181	10/24/2024 19:01	440 - Electrical wiring/equipment problem, other	144 W Fourth ST, Clare, MI 48617
2400182	10/26/2024 23:12	551 - Assist police or other governmental agency	Clare Ave S/o Surrey, Clare, MI 48617
2400183	10/27/2024 19:08	111 - Building fire	E. Grass Lake/N. Shepherd RD, Clare, MI 48617
2400184	10/27/2024 20:15	500 - Service Call, other	East Bound US10, East of Old State Road, Clare, MI 48617
2400185	10/28/2024 16:51	400 - Hazardous condition, other	SB 127 MM160, Clare, MI 48617
2400186	10/28/2024 20:07	111 - Building fire	11156 S Vandacar Rd, Farwell, MI 48622
2400187	10/31/2024 14:16	1621 - Power pole	3811 Dover RD E, Clare, MI 48617
2400188	10/31/2024 14:48	444 - Power line down	E. Washington E/o Brand, Clare, MI 48617
2400189	10/31/2024 16:12	6111 - Dispatched & cancelled on scene	McGuirk St. W/o Clare Ave, Clare, MI 48617

<b>Incident</b>	<b>Alarm Date/Time</b>	<b>Incident Type</b>	<b>Address</b>
2400190	10/31/2024 17:20	311 - Medical assist, assist EMS crew	304 Briarwood ST #205, Clare, MI 48617
2400191	10/31/2024 19:21	311 - Medical assist, assist EMS crew	304 Briarwood ST #205, Clare, MI 48617

**Total Number of Incidents: 25**

**Incident Alarm Date/Time Incident Type**

**Address**

**Report Filter Settings**

**Report File Name:** Incident Reports by Incident Number

**Filter Name:** Date Range

**Filter Expression:** (Not Is Null [IncidentNumber]) And ([AlarmDateTime] is between '10/1/2024 00:00' and '10/31/2024 23:59')



# Clare Fire Department

207 W. Fifth Street Clare, Michigan 48617 Ph: (989) 386-2151 Fax: (989) 386-3020

## Class Roster by Training Session Name

### Session Name: Apparatus Check Procedures

**10/14/2024**

**Class Name:** Apparatus & Tool Check Procedures      **Start Time:** 10/14/2024 19:00

**Training Type:** APPARATUS      **End Time:** 10/14/2024 21:00

**Location Where Held:** Clare Fire Station

**Training Category:** Company

**Lecture:**      **Total:** 0  
**Practical:**      **Education CU:**

**Training Roster:**

Bass, Mike	Certified Probationary Firefighter
Isaac, Eric D.	Lieutenant
Sharrow, Timothy A.	Firefighter
White, Vincent D.	Certified Probatary
Rehahn, Darryl H.	Certified Probationary Firefighter
Swartz, Riley S.	Certified Probatary
Potter, Madison J.	Probationary Firefighter
Lance, Douglas S.	Certified Probatary
Michels, Chad	Assistant Chief
Eberhart, Samuel M.	Fire Chief
Wozniak, Joseph M.	Certified Probatary
Lemke, Lyndsie L.	Probationary Firefighter

Shuster, Joshua	Probationary Firefighter
Eberhart, Theodore L.	Firefighter
Reinhard, Roger A.	Probationary Firefighter
Olson, Aaron M.	Lieutenant

<b>Session Name: Fire Fighter Strategy and Tactics</b>
--

**10/21/2024**

<b>Class Name:</b>	Fire Fighter Strategy and Tactics	<b>Start Time:</b>	10/21/2024 19:00
<b>Training Type:</b>	N/A	<b>End Time:</b>	10/21/2024 21:00

**Location Where Held:** 10260 N. Summerton Rd. Clare, MI 48617

**Training Category:** Company

<b>Lecture:</b>	<b>Total:</b>	0
<b>Practical:</b>	<b>Education CU:</b>	

**Training Roster:**

Bass, Mike	Certified Probationary Firefighter
Olson, Aaron M.	Lieutenant
White, Vincent D.	Certified Probatory
Lance, Douglas S.	Certified Probatory
Lemke, Lyndsie L.	Probationary Firefighter
Eberhart, Theodore L.	Firefighter
Potter, Madison J.	Probationary Firefighter
Rehahn, Darryl H.	Certified Probationary Firefighter
Shuster, Joshua	Probationary Firefighter
Isaac, Eric D.	Lieutenant
Eberhart, Samuel M.	Fire Chief
Michels, Chad	Assistant Chief
Wentworth, Jarred B.	Firefighter



Wozniak, Joseph M.

Certified Probationary

Swartz, Riley S.

Certified Probationary

## Report Filter Settings

**Report Name:** Class Roster by Training Session Name

**Filter Name:** Date Range

**Filter Expression:** [StartTime] is between '10/1/2024 00:00' and '10/31/2024 23:59'

## CITY OF CLARE POLICE DEPARTMENT

207 W 5th St, Clare, MI 48617 | Phone: (989) 386-2121 | Fax: (989) 386-0440



Clare City Commission and City Manager Jeremy Howard,

October was a busy month for the Clare Police Department. We are especially pleased to report that Captain John Lake, who has been on medical leave, received medical clearance and is returning to full-time patrol duty. We look forward to his presence back on the road.

Throughout the month, officers responded to a steady volume of complaints while dedicating more time to traffic enforcement within the city. We observed an increased flow of traffic, likely influenced by local events, seasonal activities, good weather, and a rise in overall visitor numbers. These factors required a focused effort on traffic stops, and we saw a significant increase in citations compared to even the summer months. We believe this heightened presence helps reinforce safe driving behaviors, reduce speeding, and provide a safer environment for all residents and visitors alike. By addressing traffic concerns proactively, we aim to foster a safer and more controlled road experience within the city limits.

Our Halloween festivities and trick-or-treating events went smoothly. To ensure a safe and enjoyable environment, we deployed additional certified and Reserve Officers to monitor the evening's activities. We were also joined by the Clare County Posse, whose visibility and support are always a welcomed sight.

The night's festivities were a great success. The police and fire departments worked together to check candy, and our annual hot dog roast, sponsored by Witbeck Family Foods, was a hit with attendees.

As we look to November, our officers will continue their focus on traffic safety initiatives and community engagement. Thank you for your continued support in keeping Clare a safe place for all.



**Chief David Saad**  
City of Clare Police Department



# CLARE POLICE DEPT

## INCIDENTS BY INCIDENT TYPE

OCTOBER 2024

11/11/2024

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
11008	CSC 4 Sexual Contact - Forcible	1
13001	Non-Aggravated Assault	17
13003	Intimidation/ Stalking	10
22001	Burglary - Forced Entry	1
23004	Larceny - Coin Operated Machine/ Device	1
23007	Larceny - Other	2
26001	Fraud - False Pretence/ Swindle/ Confidence Game	1
28000	Stolen Property	1
29000	Damage to Property	3
35001	Violation of Controlled Substance	1
38001	Family - Abuse/ Neglect Non-Violent	2
38003	Family - Other	1
50000	Obstructing Justice	11
53002	Public Peace - Other	2
54002	Operating Under the Influence of Liquor or Drugs	6
54003	Traffic Violations	5
55000	Health and Safety	1
62000	Conservation	4
93001	Traffic Accident	8
93001CD	Car/ Deer Accident	13
93001PI	Traffic Accident with Injury	5
93002	Accident, Non-Traffic/ Private Property	1
94001	Valid Alarm Activation	1
94002	False Alarm Activation	5
95001	Accident, Fire	4
98007	Suspicious Persons	21
98008	Lost & Found Property	3
99001	Suicide	2
99008	General Assistance	41
99009	General Non-Criminal	43
ACO	Animal Control Complaint	5
AMBRUN	Ambulance Run	22
BOL	Be On the Look Out	12
BOL-WW	BOL Wrong Way Driver	2
LI	LIQUOR INSPECTION	1
LINES DN	LINES DOWN	1
MA	Motorist Assist	8
PC	Property Check	136
PS	Paper Service	3
RD HAZAR	Vehicle/Object Road Hazard	1
SALV INS	SALVAGE INSPECTION	14
TP	TRAFFIC PATROL	78
TR-52	ABANDONED VEHICLE	1
TSTOP	Traffic Stop	195

**Total Incidents**

**696**

# Ticket Totals Report

From 10/1/2024 12:00:00 AM to 10/31/2024 12:00:00 AM

<b>Agency Name</b>	<b>Voided Ticket Count</b>	<b>Warning Violation Count</b>	<b>Total Ticket Count</b>	<b>Total Violation Count</b>
Clare City Police Dept	2	19	47	66

---



# CLARE CITY POLICE DEPARTMENT

Officer Steven Sentz  
207 West Fifth Street  
Clare, Michigan 48617  
Phone: 989-386-2121



## School Liaison activity report for October 2024

I handled over 123 incidents within the school, primarily non-criminal but essential in averting potential issues. As the second marking period begins, school staff have started identifying students at risk of truancy. Legal proceedings have commenced, and I have been actively engaging with parents and students to offer support. In collaboration with the school administration, I have participated in parent-teacher meetings and conducted home visits to demonstrate our commitment to supporting students.

In one instance, I was able to provide food assistance to a family in need with the assistance of the school. While we made this home visit the family disclosed that they were in need of clothing and other supplies. We are working with other agencies to get them assistance. The school has been able to donate clothing to this family with the help of donations from the community.

I maintain close communication with school staff, regularly visiting classrooms and supervising during lunches and recess. This fosters approachability and allows me to better understand students' needs.

Additionally, in partnership with Pioneer High School, I am helping develop a presentation on Title IX and legally protected categories to educate students about the legal and ethical implications of their statements and actions. They were informed that harassment from someone in these categories could be both a violation of the student handbook, state law, and federal law.

While on patrol, I apprehended an individual with an outstanding warrant from an outside agency. The prompt arrest and handover to the relevant authority served as a deterrent, reinforcing the visibility and responsiveness of law enforcement at the school.

For the past month, I have been working on finalizing the New Emergency Operations Plan for the school. The Michigan State Police has provided a new format for schools to use that enables quicker access for first responders. This new format provides a more in-depth view of critical infrastructure within each school and guidance on managing systems in emergencies.

Finally, I attended various fall sports events, including volleyball, soccer, and football games throughout the season. I've been approached by several parents, fans, and even staff from opposing schools who have expressed that they wish they had a school officer present at their games. The visibility of a school officer serves as a strong deterrent to prevent situations from getting out of hand. I make it a priority to remain visible throughout the school buildings and to be available to assist whenever needed.

Steven Sentz  
Clare City Police Department  
School Resource Officer

## Auxiliary Division

2024

October	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Blackwell, Doug	6					6
Chinavare, Ken					1	1
Defoy, Mick (Retired Aug 31st)						0
Fassett, Lori	9	3	0.5			12.5
Gilmore, Travis	9		0.5	1	0.5	11
Gregory, Brendan	21.5	7.5	0.5	1.5	0.5	31.5
Hahn, Bill	8.5		0.5	1	0.5	10.5
Harger, Greg		6.5	0.5	0.5		7.5
Jenkins, Dan	8.5					8.5
Lemke, Shane	8					8
Lynch, Steve						0
Marshall, Orrin	9.5		0.5	1	0.5	11.5
Papenfus, Joel			0.5	1	0.5	2
Pedjac, John						0
Winter, Nick			0.5	0.5	0.5	1.5
Bryant, Daron	4	4.5	0.5	1	0.5	10.5
Kade, Robert	27		0.5	1	0.5	29
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
<b>Officer Totals</b>	<b>111</b>	<b>21.5</b>	<b>5</b>	<b>8.5</b>	<b>5</b>	<b>151</b>