

Monthly Director's Report, January 2025  
City of Clare Parks and Recreation  
Prepared by Joy Simmer



Continued, Current and Upcoming Programs and Events

**Senior Cards and Coffee** takes place on Thursday mornings at the Pere Marquette District Library from 10-12 p.m. in one of the small group rooms. The card games that are played are determined by what the group wants to play and the group is supplied with coffee and card decks.

**Art in Sculpture** is a collaboration between Clare Parks and Recreation, Middle Michigan Development Corporation, the Clare County Arts Council, local artist Jeff Best and is headed by C. Santini. The new installation pieces will be at their current location until April 30, 2025.

The **Stuffed Animal Slumber Party** will be taking place sometime this winter. Simmer is waiting to meet with the new youth services librarian to get the date scheduled. At the event children will be able to bring in a doll or stuffed animal and there will be a couple of crafts available. After the crafts are complete the children will leave their stuffed animal overnight and when they pick up their friend in the morning, they will be sent home with a keepsake letter and pictures from the slumber party.

Parks and Recreation has scheduled the 2025 **Time for Tea** event for Sunday, February 16, 2024. Time for Tea is collaboration with the Pere Marquette District Library and Clare Parks and Recreation. The Alice in Wonderland themed event will be held in the lower level of the library and is open to all ages. We will have hors d'oeuvres and we will also have tea, juice, and crafts and games.

Past Program and Events

The **Santa Mailbox** was placed in the front entrance of City Hall on November 8th. This program provided a direct mailing service between the children in the Clare area and Santa Claus himself. The letters were able to be dropped off at Clare City Hall or dropped off at the Pere Marquette District Library. Children who dropped off their letters in the box before December 4th at 3 p.m. were able to receive a letter from the North Pole. Simmer sent out a control letter to be able to track when the letters make their way back and adjust mailing time accordingly for the following year. This year the letters were sent out earlier and returned late. We will be looking into other options for the 2025 Santa Mailings.

**North Pole Calling** took place on Wednesday, December 4, 2024 between 6:00 - 8:00 p.m. During this time Santa Claus took a small break from his duties at the "North Pole" to contact the registered children and chat with them about life at the North Pole and getting ready for Christmas. Registration was required and forms were taken up until December 4th at 3 p.m. There were 33 children registered for the calls.

The Pere Marquette District Library and Clare Parks and Recreation held a **Gingerbread House Decorating Party** on December 12<sup>th</sup> from 5-7 p.m. for those who wanted to be able to participate in our gingerbread decorating contest, but did not have the supplies. We had a limited number of supplies, so they had to pre-register by December 6<sup>th</sup>. The **Gingerbread House Contest** was held from December 9<sup>th</sup> – 16<sup>th</sup> and the top 3 won prizes. Submissions were accepted at the library and judging for the gingerbread submissions took place online from December 9<sup>th</sup>-16<sup>th</sup>. The Pere Marquette District Library and Clare Parks and Recreation purchased 60 books through Scholastic that were handed out to the children who picked up a gingerbread house kit.

Clare Parks and Recreation partnered with the Pere Marquette District Library, the Clare County Arts Council, the Clare-Gladwin RESD Great Start Collaborative and MSU Extension and 4-H for a **Holidays Around the World** program at the Pere Marquette District Library. This program ran from 11:30 a.m.-1:30 p.m. on Saturday, December 14, 2024 . The program consisted of a 45-minute storytelling program and then immediately followed with arts and craft stations that the attendees could participate in. There were also be snacks available (magic milk and cookies) and some make and take crafts. The Clare County Arts Council purchased 125 Christmas themed books to give out to the families who attended the program.

#### Additional Information

- MSU is continuing their invasive species study of McIreland Trail.
- Program and calendar scheduling for 2025 is complete and the 2025 Outlook Calendar is available at this time. There are some TBD dates still for programs that are collaborations with other departments.
- MPARKS 2025 Conference will be in Traverse City, March 3-6, 2025. Simmer is registered to attend.

#### Ongoing

- Clare Parks and Recreation is represented by Simmer on the Friends of Clare County Parks and Recreation Board where Simmer has served as the board secretary since July 2015. There is a monthly meeting for the board and takes place the 4<sup>th</sup> Tuesday of each month.
- Clare Parks and Recreation is continuing to be a part of the Knuckles Knorth group. This regional group focuses on parks and recreation opportunities for Central Michigan → North.
- Clare Parks and Recreation is a part of the MSU Extension – District 6 Advisory Council. This is a committee of outdoor recreation, agriculture, community leaders in the district to join together for the area. It is a newly formed council and will involve 3 meetings a year and is geared to keep everyone informed and involved within the district.



*“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  
DECEMBER 2024  
LUKE POTTER, DIRECTOR**

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**STREET WORK.** Salted highways and plowed town on the 4<sup>th</sup>, plowed 5” of snow and hauled snow on the 5<sup>th</sup> and on the 6<sup>th</sup> we hauled snow, salted majors and highways. On the 9<sup>th</sup> we hauled snow. On the 11<sup>th</sup> we bladed roads and cold patched. Salted streets on the 12<sup>th</sup>, entire town on the 15<sup>th</sup> and salted stops on the 16<sup>th</sup>. Bladed roads and added gravel to them on several days, and on the 19<sup>th</sup> we pre treated for snow. Plowed 3” of snow and hauled snow on the 20<sup>th</sup> and 23<sup>rd</sup>. Plowed 2” of snow on the 24<sup>th</sup>. On the 26<sup>th</sup> we salted and hauled snow and same on the 27<sup>th</sup>. Bladed roads on the 30<sup>th</sup>.

**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, and cleaned storm sewers. We worked on the old water service at North Country Ford on the 1<sup>st</sup>. Did a flow test for Weiland on the 9<sup>th</sup> and repaired the water box at 416 E 6<sup>th</sup> on the 10<sup>th</sup>. On the 19<sup>th</sup> we cut and capped water, sewer at Tom Cradit’s house and on the 30<sup>th</sup> we turned valves.

**CEMETERY WORK:** We had one cremation burial at Cherry Grove Cemetery in December.

**DREDGING:** Hauled and pushed spoils on several days and worked at the dump site on Colonville. We also cleaned up debris at the unloading area from dredging.

**MISCELLANEOUS WORK:** We chipped brush, cleaned, washed and waxed trucks, and cleaned the garage on several days. We took down tree bags from September, trimmed trees on the plow route on a couple of days. Removed stumps in the DDA on a couple days and cut trees in the city ROW on Woodlawn. We installed “customer only” parking signs in front of Gloria Tucker’s and installed a “hidden drive” sign on N Rainbow. We did a street sign inventory and measured streets on several days. We worked on the door that Chad drove into, worked on the roof at the PD, repaired the roof at new T hangers and helped out WWTP at a lift station. Also, we set barricades for the Chamber on the 6<sup>th</sup> and picked them up at the depot on the 9<sup>th</sup>. We hung Christmas bows on the 13<sup>th</sup>. On the 16<sup>th</sup> we took DDA lamp posts to Gladwin for paint. And on the 10<sup>th</sup> everyone got DOT physicals. We also enjoyed the Christmas and New Year Eve holidays.

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



## **Monthly Fire Department Activity Report November 2024 Incident Response:13 Year to Date Total: 216**

December continued status quo as of late for the fire department with 13 calls for service. Most of these were motor vehicle accidents with no injuries due to weather and road conditions. We also responded to a potential carbon monoxide incident that was unfounded. Also, during the month crews trained for ice rescues and prepped all of our equipment for the winter season. In addition to training our regular scheduled apparatus check was also performed. Another highlight of the month was the start of Firefighter I and II for our three newest firefighters and they doing a spectacular job! In the month of December, we also held another Fire Council meeting to work with the townships towards improving the budget and setting the department up for future needs. Many discussions have been had but the meeting was positive and productive. As we move forward into the new year, we will be looking into an improved cost recovery program which hopefully will help us in the future. With the start of another calendar year, we look forward to growing as a department and continuing to work together with the city and the townships to provide the best service for all our residents and businesses.

### **Training:**

2.0 hrs. Truck Check  
2.0 hrs. Ice Water Rescue Classroom Training

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
2400204	12/1/2024 4:37:41 AM	311 - Medical assist, assist EMS crew	203 W Dunlop RD, Clare, MI 48617
2400205	12/3/2024 5:59:39 PM	631 - Authorized controlled burning	11410 N Shepherd RD, Clare, MI 48617
2400206	12/3/2024 6:27:50 PM	424 - Carbon monoxide incident	212 W Fourth ST, Clare, MI 48617
2400207	12/5/2024 10:20:19 AM	324 - Motor vehicle accident with no injuries.	Beaverton RD W & Bailey Lake AVE, Clare, MI
2400208	12/12/2024 6:29:43 PM	611 - Dispatched & canceled en route	6545 Dover RD, Clare, MI 48617
2400209	12/13/2024 4:44:08 PM	324 - Motor vehicle accident with no injuries.	E. Washington Rd/east of Tobacco, Clare, MI 48617
2400210	12/14/2024 8:36:31 AM	731 - Sprinkler activation due to malfunction	8747 Pere Marquette RD, Clare, MI 48617
2400211	12/18/2024 8:01:39 AM	463 - Vehicle accident, general cleanup	604 N McEwan ST, Clare, MI 48617
2400212	12/19/2024 7:21:35 PM	322 - Motor vehicle accident with injuries	West Bound U.S. 10 off ramp to Pere Marquette Rd. , Clare, MI 48617
2400213	12/23/2024 6:17:55 PM	324 - Motor vehicle accident with no injuries.	Maple Road near Harrison Ave, Clare, MI 48617
2400214	12/23/2024 8:05:02 PM	324 - Motor vehicle accident with no injuries.	W US HWY & Pere Marquette RD, Clare, MI
2400215	12/24/2024 9:52:05 PM	622 - No incident found on arrival at dispatch address	Corner of Shepard Rd and Isabella Rd, Clare, MI 48617
2400216	12/26/2024 12:35:38 PM	322 - Motor vehicle accident with injuries	Beaverton RD & Clare AVE N, Clare, MI

**Total Number of Incidents: 13**

**Incident Alarm Date/Time Incident Type**

**Address**

**Report Filter Settings**

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

**Filter Name:** [Filter Name]

**Filter Expression:** (Not Is Null [IncidentNumber]) And ([AlarmDateTime] is between '12/1/2024 12:00:00 AM' and '12/31/2024 11:59:59 PM')



# Clare Fire Department

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

## Training Class Sessions by Date

### December 19, 2024 17:00, Thursday

**Session:** Chiefs Meeting

**Start Time:** 12/19/24 17:00

**Held At:**

**End Time:** 12/19/24 21:00

### December 18, 2024 17:00, Wednesday

**Session:** Fire Council Meeting

**Start Time:** 12/18/24 17:00

**Held At:**

**End Time:** 12/18/24 19:00

### December 16, 2024 19:00, Monday

**Session:** Ice Rescue Training

**Start Time:** 12/16/24 19:00

**Held At:** Clare Fire Station

**End Time:** 12/16/24 21:00

### December 16, 2024 17:30, Monday

**Session:** Officer Meeting

**Start Time:** 12/16/24 17:30

**Held At:** Clare Fire Station

**End Time:** 12/16/24 19:00

### Topics

### December 09, 2024 00:00, Monday

**Session:** Apparatus & Tool Check Procedures

**Start Time:** 12/09/24 00:00

**Held At:**

**End Time:** 12/09/24 02:00

## Report Filter Settings

**Report Name:** Training Class Sessions by Date

**Filter Name:** Last Month

**Filter Expression:** [StartTime] is between '12/1/2024 12:00:00 AM' and '12/31/2024 11:59:59 PM'

# CITY OF CLARE POLICE DEPARTMENT

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



City Manager Jeremy Howard and Clare City Commission

The month of December was a busy and successful time for the Clare Police Department. I am pleased to report the following updates and highlights:

The EMT program hosted at the Public Safety building has officially concluded, and I am proud to announce that all students successfully passed their final exams.

All Christmas events within our community went off without incident or problems. These events are always a wonderful time of year, showcasing the close-knit spirit of our city. Thank you to all who participated and helped make these events successful.

We are excited to welcome Nate Craig as our newest part-time officer. Nate is currently a full-time deputy with the Midland County Sheriff Department and will be working with us on an as-needed basis. His role will help cover shift openings and reduce the need for overtime among our full-time officers. Nate will be attending an upcoming commission meeting to be formally introduced.

As we close out 2024, I want to express gratitude to the commission, our officers, and the Clare community for their continued support. I look forward to a productive and positive 2025.

I would like to wish everyone a wonderful Christmas and a happy New Year as we move into 2025.



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



# CLARE POLICE DEPT

Page 1

## INCIDENTS BY INCIDENT TYPE

12/01/2024 - 01/31/2025

01/14/2025

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
13001	Non-Aggravated Assault	11
13003	Intimidation/ Stalking	17
22001	Burglary - Forced Entry	3
23005	Larceny - Theft from Motor Vehicle	1
23007	Larceny - Other	3
24001	Motor Vehicle Theft	2
26003	Fraud - Impersonation	2
28000	Stolen Property	1
29000	Damage to Property	1
30002	Retail Fraud - Theft	2
35001	Violation of Controlled Substance	1
38003	Family - Other	2
48000	Obstructing Police	2
50000	Obstructing Justice	14
52003	Weapons Offense - Other	2
53002	Public Peace - Other	1
54001	Hit & Run Motor Vehicle Accident	2
54002	Operating Under the Influence of Liquor or Drugs	4
54003	Traffic Violations	3
55000	Health and Safety	3
70000	Juvenile Runaway	1
91001	Juvenile Delinquent	2
92003	Walk Away - Mental Institutions	1
93001	Traffic Accident	11
93001CD	Car/ Deer Accident	9
93001PI	Traffic Accident with Injury	5
93002	Accident, Non-Traffic/ Private Property	2
94001	Valid Alarm Activation	2
94002	False Alarm Activation	12
95001	Accident, Fire	3
98007	Suspicious Persons	20
98008	Lost & Found Property	1
99001	Suicide	1
99002	Natural Death	1
99008	General Assistance	43
99009	General Non-Criminal	34
AMBRUN	Ambulance Run	34
BOL	Be On the Look Out	14
BOL-WW	BOL Wrong Way Driver	1
GP	GENERAL PATROL	2
LOCK	SCHOOL LOCKDOWN DRILL	1
MA	Motorist Assist	7
PC	Property Check	263
RD HAZAR	Vehicle/Object Road Hazard	5



# CLARE POLICE DEPT

## INCIDENTS BY INCIDENT TYPE

12/01/2024 - 01/31/2025

01/14/2025

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
REPO	Repo	1
SALV INS	SALVAGE INSPECTION	18
TP	TRAFFIC PATROL	60
TSTOP	Traffic Stop	125
<b>Total Incidents</b>		<b>756</b>

# Ticket Totals Report

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

Agency Name	Voided Ticket Count	Warning Violation Count	Total Ticket Count	Total Violation Count
Clare City Police Dept	1	3	19	24

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## CLARE CITY POLICE DEPARTMENT

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



### School Liaison activity report for Dec 2024

During December, I focused on ensuring the safety and well-being of students, staff, and visitors during the festive holiday season. The school environment remained positive and welcoming, with proactive measures taken to address any potential safety concerns related to the holidays.

I implemented additional safety measures to ensure that students and staff remained safe during the increase in social events, such as school parties, assemblies, and community outreach activities. I spent time interacting with students to reinforce positive behaviors and foster a sense of community. I promoted the spirit of giving and kindness, emphasizing conflict resolution and respect.

On December 4th, the school conducted a lockdown drill. Both students and staff did an excellent job applying the proper procedures during the drill. I was pleased with the level of local support we received for this event. Members of the Michigan State Police, Clare County Sheriff's Office, and Clare County Emergency Manager all assisted with the lockdown, bringing valuable experience and training to the drill. Several law enforcement officers had never been inside the school before, which provided them the opportunity to familiarize themselves with the layout. The Sheriff's Office was also able to conduct a sweep of the schools with narcotic detection dogs and I am happy to announce that no drugs were located in the school.

On December 17th, we experienced an incident involving a student who brought a pneumatic gun (BB gun) to the school. The staff acted quickly to recognize the situation and successfully retrieved the BB gun from the student. A report was filed and forwarded to the Clare County Prosecutor for review, and the school staff is proceeding with disciplinary actions against the student.

Overall, December proved to be a positive and eventful month. With the school holiday break in place, there was a reduction in student traffic; however, our attention to safety and engagement remained paramount. The collaboration among staff, administration, and local law enforcement contributed to a safe and enjoyable holiday season for everyone.

I look forward to continued success in January as we begin the new semester!

Steven Sentz  
Clare City Police Department  
School Resource Officer

# WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT December 2024

## **Wastewater Treatment Plant**

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

- Flushed and cleaned out the polymer line
- Fixed the air hose between the two garage doors.
- Plowed snow and shoveled/salted walkways
- Cleaned the oil room
- Cleaned debris out of lift station 3
- Check valves were cleaned at LS #3

## **Water Treatment Plant**

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

- Fixed the chlorine pump 1 leak at the Booster Station
- Plowed snow and shoveled/salted walkways
- Replaced the Cl<sub>2</sub> injection point at the WTP it was cracked. Also changed the check valve
- Cut the curb at WTP
- Bock Electric wired for re-installing the high service pump
- Peerless installed pump 1 and installed a radio
- Switched to air stripper 2
- Installed the new drain on high service pump 1
- Started the new VFD
- Confined space entry for well 8

## **Landfill**

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

- Delivered the landfill reports to EGLE and the Health Department

## **Administrative Functions**

During the month, the following administrative tasks were performed:

- Team completed MIOSHA safety training
- Reserved a Bob Cat from Kubota Central for the curb work at the WTP
- Submitted the state report for the WTP & WWTP