

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: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Absent: Carolyn (Gus) Murphy. Also, present: Jeremy Howard, City Manager; Diane Lyon, City Clerk; Vicki Corlew, City Treasurer; Dave Saad, Police Chief; and Jennifer Kinberg, Deputy City Clerk.

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, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved by Consent Agenda.

5. PUBLIC COMMENT: State Representative Tom Kunse provided an overview of legislative activities taking place at the State level and provided information regarding activities of the Transportation Committee that he serves on at the State.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. TECHNOLOGY SERVICES & SUPPORT AGREEMENT-VC3

The City of Clare began working with IT Right of Bath, Michigan nearly two decades ago as the city's technology support vendor of record. A few years ago, IT Right merged with VC3 to continue its growth in the industry and continue to support its large number of municipal clients. VC3/IT Right continues to have a very integrated business relationship with BS&A Software who provides the city with all our municipal specific computer software which includes property assessment, taxation, cemetery management, building department (permits and code enforcement), as well as all the financial management programs which are specific to municipal government. VC3 is also LEIN (Law Enforcement Information Network) certified which allows them to support our Police Department functions as required by law. VC3 provides 24/7/365 technology service support to the city which is a mission-critical requirement given the integration of technology in all facets of the city's operations including police, fire, and the city's day-to-day operations.

For the city's nearly 20-year relationship with VC3/IT Right, they have only increased their annual service agreement price for the City of Clare once and have absorbed the increases in their costs while still increasing the level of service required as technology use has grown. With the new technology service agreement, the city's annual cost does increase, however, based upon our long-term relationship with IT Right and now VC3, they have agreed to raise the rates to a little over half of the going rate for full technology support today. They are also allowing us to phase in this increase over the 3 years of the contract. After the first three years, the contract will auto renew each year with a 4% or CPI increase unless either party decides to terminate the contract.

The typical cost per user for managed IT services ranges from \$100 to \$250 per user per month. VC3 is offering us this service for \$50 per month for each full user for the first year, which will increase to \$80 per month for each full user by year three. This is still significantly below their typical rate of \$150 per month for each full user. The base cost of the technology support agreement is \$3,022 per month for the first year, \$3,342 per month for the second year, and \$3,502 per month for the third year. This cost covers our users as well as the cost of server support, data management, backup services, and cyber security.

The City Commission is asked to approve the agreement.

Motion by Commissioner Jenkins second by Commissioner Bussell to approve the service agreement by the adoption of Resolution 2025-009. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

8. TREASURER'S REPORT: The Treasurer provided a report to the Commission. The City is required to have a single audit completed this year. The Commission prefers to receive a printed or electronic copy of the Single Audit Report once complete rather than have the auditors present the report at a future meeting.
9. CITY MANAGER'S REPORT:
Lake Shamrock Dredging and Dam Project. Mechanical dredging by the city and hydraulic dredging by Savin Lake Services are paused for the winter due to the ice and cold temperatures. Both will return as soon as weather and permits allow.

For the dam project, our engineering firm GEI, is continuing design work for the dam. The city and GEI have submitted the full application for the second phase of the Dam Risk Reduction Grant (DRRG) that was due by January 31st. We are still waiting on the grant agreement for the second approved grant (High Hazard Potential Dams – HHPD) to cover part of the next phase of the project.

Traffic Safety Committee Meeting. The Traffic Safety Committee (TSC) held a meeting on January 21, 2025 as requested by the City Commission at a recent meeting after receiving public comments regarding traffic on Wilcox Parkway. Following discussion, recommendations were made by the TSC to address speeding on Wilcox Pkwy including:

1. Installation of Speed Limit Signs: Two speed limit signs will be placed on each side of Wilcox Pkwy to remind drivers of the residential speed limit.
2. Enhanced Enforcement Measures: The Clare Police Department will continue strict speed enforcement on Wilcox Pkwy and use speed radar signs to help deter speeding.

The situation will continue to be monitored, and the Committee is hopeful that these measures will resolve the issue to avoid more drastic measures. The minutes from the meeting are attached to this report.

Addendum:

Let Water Run Notice. The city is asking residents to continue to let their water run due to the frost levels in the ground. The city will notify residents of when they can turn their water off.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. CLOSED SESSION-Labor Negotiations Strategy Discussion
Motion by Commissioner Bonham second by Commissioner Bussell to go into closed session. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

Motion by Commissioner Bonham second by Commissioner Bussell to go into open session. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*
14. APPROVAL OF CLOSED SESSION MINUTES
Motion by Commissioner Jenkins second by Commissioner Bonham to approve the minutes of the closed session. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*
15. COMMISSION DISCUSSION TOPICS: The traffic island at McEwan and Wheaton has made the crossing safer for children during school hours, but outside of that, some drivers violate the law by driving through private parking areas at Wyman's Funeral Home and the laundromat to turn around, or they drive in the incoming traffic lane to make a turn on to Wheaton Ave. Police will continue to monitor traffic in the area and write tickets as necessary. The city and MDOT will evaluate the effectiveness and safety of the island at the end of the year.

The City Manager was asked to initiate a formal request on behalf of the City Commission for MDOT to complete a speed study along with the traffic study they will be conducting in the "hamburger hill" area of town.

14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Jenkins seconded by Commissioner Bussell to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins,. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.* The meeting adjourned at 7:12 p.m.

Pat Humphrey, Mayor

Diane M. Lyon, City Clerk