

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, Maegan Jenkins, and Gus Murphy. Absent: None. Also, present: Jeremy Howard, City Manager; Jennifer Kinberg, Deputy City Clerk; Vicki Corlew, City Treasurer; David Saad, Police Chief; and Ken Chinavare, Police Reserves Sergeant.

2. CONSENT AGENDA:

Moved by Commissioner Bonham second by Commissioner Murphy to approve the items listed with an asterisk (*), (Agenda, Minutes, 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: Tim Hood, President of Mid-Michigan College provided an update of happenings at Mid-Michigan College and the upcoming fundraiser, "A Northern Tradition" sponsored by Jay's Sporting Goods.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. EMPLOYEE RECOGNITION POLICE RESERVE SERGEANT KEN CHINAVARE

Police Reserve Sergeant, Ken Chinavare has faithfully, honorably, and courageously served the residents of the City of Clare and the greater Clare area community for the past fifteen years as a member of the Clare Police Department Reserve Division. The City Commission was asked to consider formally recognizing Police Reserve Sergeant Ken Chinavare for this distinguished achievement.

Motion was made by Commissioner Bussell second by Commissioner Murphy to recognize Ken Chinavare's 15 years of service by the adoption of Resolution 2025-015. 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 a plaque to Sergeant Chinavare.

B. *BOARD & COMMITTEE REAPPOINTMENTS-ELAINE DEMASI AND BRETT MOSER, PLANNING COMMISSION

**Approved by Consent Agenda-Resolution 2025-016*

C. *BOARD & COMMITTEE REAPPOINTMENT-KURT KEPPNER, ZONING BOARD OF APPEALS

** Approved by Consent Agenda-Resolution 2025-017.*

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

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 on the dam. The City and GEI have submitted the full application for the second phase of the Dam Risk Reduction Grant (DRRG); we hope to hear back by April. We are still waiting on the grant agreement for the second approved grant (High Hazard Potential Dams – HHPD).

March Board of Review. The March Board of Review will meet at Clare City Hall, 202 W. Fifth Street, Clare MI 48617, at the following times:

March 4, 2025 (1:00 pm) – Organizational Meeting – No Appeals

March 10, 2025 (9:00 am – 3:00 pm) – Appeal Hearing

March 11, 2025 (3:00 pm – 9:00 pm) – Appeal Hearing

If you have questions about your tax assessment change notice or wish to schedule an appointment, contact the City Assessor's Office at 989-424-4066 or 517-940-2823, or email assessor@cityofclare.gov.

If you do not make an appointment, you may have to wait for an available time. Residents and non-residents may protest by letter; the written appeal must be received prior to 12:00 pm, on March 11th, 2025. Appeals delivered via email will not be accepted, please drop it off in person or mail it to City of Clare, 202 W. Fifth St., Clare, MI 48617.

Let Water Run Order. We are continuing to monitor the frost levels. At this time, the let water run notice is still in place for the City of Clare. We have advised residents to continue to do so until you see a city notice directing that the order is lifted.

DDA Meeting. The DDA held their meeting on February 20th, and had several items to discuss on their agenda which included:

- Approved a request from the Clare County Arts Council to fund a portion of the 2025 Art Sculpture Walk and contribute to the purchase of last year's art pieces to be placed in the DDA.
- Discussion/Update regarding the process of expanding the boundaries of the DDA to include the Depot.
- Discussion/Update regarding the replacement of trees in the DDA
- Discussion on the 25/26 DDA budget
- Discussion on a potential Downtown Music One Day Event
- Discussion on Members First Credit Union's upcoming Volunteer Day and potential projects
- Approval of Excusals, Minutes, Financials, and Payment of Bills

50th Annual Irish Festival. The City of Clare's 50th Annual Irish Festival is March 11-15 with many great activities taking place during the week and on the weekend.

Assessing RFP. The City received notice that our contracted Assessor, Michigan Assessing Coalition, Inc., (MAC) is terminating their contract due to staffing levels and narrowing their coverage area. The current contract is for three years. The second year of the contract ends April 30th and MAC will terminate on that date. An RFP has been sent out and is scheduled for bid opening on April 1st.

Taser Demonstration. The City's Police Department recently purchased new Axon Tasers to replace our old tasers. These new tasers are safer, more effective, and use the most up to date less lethal technology available. For more information about them go to: <https://www.axon.com/products/tasers-10>. The Police Department provided a demonstration of the use of the tasers and their enhanced technology after the meeting.

10. *COMMUNICATIONS: *Approved by Consent Agenda.*
11. EXTENDED PUBLIC COMMENT: None.
12. COMMISSION DISCUSSION TOPICS: None.
13. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES:
Approved by Consent Agenda.
15. ADJOURNMENT: Motion by Commissioner Jenkins seconded by Commissioner Bussell 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 6:18 p.m.

Pat Humphrey, Mayor

Jennifer Kinberg, Deputy City Clerk