

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: March 13, 2025
RE: *Communications

For the Agenda of March 17, 2025

***Note: This is a Consent Agenda item and is considered 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 this item be individually discussed. In this event, it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of March 17, 2024.**

FOIA Requests & Responses: Margie Lathrop and SmartProcure.

Clare County Mobile Food Bank - April 2025: The April Drive-Thru Mobile Food Bank Distribution will take place April 5, 2025, at the Clare County Transit Building, 1473 Transportation Drive, Harrison, MI. Line-up begins at 9:00 am.

Michigan Public Service Commission: March 3, 2025 News Release

Charter Communications Programming Change: Charter has announced a change to the channel viewing lineup.

Site Plans, Special Use Permits, Variance Requests & Public Notices:

- Planning Commission 25-26 Budget Hearing Public Notice
- Well 9 Rehabilitation Public Notice
- Let water run order lifted.

Attachments. As noted above.

From: Lathrop Margie <wordpress@shumakergroup.com>

Sent: Wednesday, March 5, 2025 3:41 PM

To: info <info@cityofclare.gov>

Subject: City of Clare Contact Form Submission - Margie

Name

Margie Lathrop

Address

10450 Gypsy Drive NE
Rockford, MI 49341

[Map It](#)

Daytime Phone

(616) 498-3351

Email

mlathrop777@gmail.com

How do you prefer to be contacted?

Email

How can we assist you?

I am conducting a Phase I Environmental Site Assessment for 517, 521, [523 North Mc Ewan Street, Clare, MI](#) and would like to submit a FOIA request for building, assessing and fire department records. The online FOIA request feature on your website appears to be for use regarding an incident. Here is what I am requesting for each of these addresses:

Assessing Department: Current property record card, and any historical property record cards/documents that show former use/occupants/buildings

Building Department: occupancy records, hazardous material storage, underground or aboveground storage tanks, environmental spills or releases

Fire Department: hazardous material storage, underground or aboveground storage tanks, environmental spills or releases, fires

Thank you for your assistance.



202 West Fifth Street, Clare, Michigan 48617
www.cityofclare.org
phone: (989) 386-7541 fax: (989) 386-4508

March 10, 2025

Margie Lathrop
616-498-3351
Mlathrop777@gmail.com

RE: **Freedom of Information Act (“FOIA”) Request Response**

Your request for public record(s) under the Michigan Freedom of Information Act (“FOIA”), dated March 05, 2025, and received March 5, 2025 for the following records is acknowledged and your request is hereby **Granted** for the following information: Assessing, Building Department, and Fire records for 517, 521, and 523 N McEwan St
A Fee Schedule is attached.

The City of Clare’s FOIA Procedures and Guidelines and Summary are available for review on our website at <https://cityofclare.gov/>

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

- (1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit’s final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney’s fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of \$500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
- (2) Submit to the City Manager a written appeal that specifically states the word “**appeal**” and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

A copy of this request will be kept on file for no less than one (1) year.

Laurie Jackson, Assistant Deputy Clerk



Laurie Jackson

From: Ken Deloian <kdeloian@smartprocure.com>
Sent: Friday, March 7, 2025 4:41 PM
To: FOIA
Cc: kdeloian@smartprocure.com
Subject: SmartProcure FOIA Request to Clare City For PO/Vendor Information
Attachments: DATA SAMPLE.csv

Good afternoon Ms. Lyon,

SmartProcure is submitting a FOIA request to Clare City for any and all purchasing records from 12/5/2024 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.

Please advise as to the cost, if any, before any charges are incurred by your Agency.

As means of an example, please see an attached file we have received before from your Agency.

The specific information requested from your record-keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person, and their email address

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance with this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWeyYlZQMDAwMDAwUHVXccllBSyZzdD1NSSZvcmc9Q2xhcmVDaXR5Jm9pZD01NTk0OQ%3D%3D>

If this request was misrouted, please forward it to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Best Regards,
Ken Deloian
Data Acquisition Specialist

SmartProcure

Direct: 561-609-6943

Email: kdeloian@smartprocure.com

5000 T-Rex Ave., Suite # 200

Boca Raton, FL 33431





202 West Fifth Street, Clare, Michigan 48617
www.cityofclare.org
phone: (989) 386-7541 fax: (989) 386-4508

March 10, 2025

Ken Deloian
SmartProcure Data Acquisition Specialist
5000 T-Rex Ave, Ste 200
Boca Raton FL 33431

561-609-6943
kdeloian@smartprocure.com

RE: **Freedom of Information Act (“FOIA”) Request Response**

Your request for public record(s) under the Michigan Freedom of Information Act (“FOIA”), dated March 07, 2025, and received March 10, 2025 for the following records is acknowledged and your request is hereby **Granted** for the following information: Purchasing records from 12/05/24 through current 03/07/25. A Fee Schedule is attached.

The City of Clare’s FOIA Procedures and Guidelines and Summary are available for review on our website at <https://cityofclare.gov/>

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

- (1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit’s final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney’s fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of \$500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
- (2) Submit to the City Manager a written appeal that specifically states the word “**appeal**” and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

A copy of this request will be kept on file for no less than one (1) year.

Laurie Jackson, Assistant Deputy Clerk



Free Drive-Through Mobile Food Distribution

Greater Lansing Food Bank- Clare County

Saturday - April 5 , 2025


Registration: Starts at 9:00 a.m.

Distribution: 10:00 a.m. - 11:30 a.m.

Clare County Transit Building

1473 Transportation Dr., Harrison MI 48625

Please Note:

- Remember Line-up begins at 7:00 AM - NOT BEFORE!
- LIMIT OF 6 FAMILIES PER VEHICLE
- Don't forget your registration tag! 
- Anyone in need of food can attend a GLFB mobile distribution.
- You do not need to provide identification or proof of residency to receive food.
- If you are unable to attend a distribution, someone else may pick up food on your behalf.
- Drivers and passengers are required to stay in vehicles at all times. Restrooms are not available.
- Food will be placed in your trunk or backseat.
- If you are feeling sick, please stay home and arrange for someone to pick up food for you.
- Volunteers are always appreciated.



For more information contact:
Clare County Food Facebook page or
Greater Lansing Food Bank at:
www.greaterlansingfoodbank.org,

GLFoodBank1 (on Facebook) or call 517/908-3680

The Greater Lansing Food Bank - Clare County Food is an equal opportunity provider



Distribución móvil gratuita de alimentos desde el auto

Banco de alimentos de Greater Lansing - Condado de Clare



Sábado 5 de abril de 2025


Inscripción: Inicia a las 9:00 a.m.

Distribución: 10:00 a.m. - 11:30 a.m.



Edificio de tránsito del condado de Clare
1473 Transportation Dr., Harrison MI 48625

Tenga en cuenta:

- Recuerde que la fila comienza a las 7:00 a. m., ¡NO ANTES!
- LÍMITE DE 6 FAMILIAS POR VEHÍCULO
- ¡No olvide su etiqueta de registro!
- Cualquier persona que necesite al  puede asistir a una distribución móvil de GLFB.
- No necesita proporcionar identificación o comprobante de residencia para recibir alimentos.
- Si no puede asistir a una distribución, otra persona puede recoger los alimentos en su nombre.
- Los conductores y pasajeros deben permanecer en los vehículos en todo momento. No hay baños disponibles.
- Los alimentos se colocarán en su baúl o asiento trasero.
- Si se siente enfermo, quédese en casa y haga arreglos para que alguien recoja los alimentos por usted.
- Los voluntarios siempre son apreciados.

Para mas informacion contacte:

Página de Facebook de alimentos del condado de Clare o

Banco de Alimentos de Greater Lansing en:

www.greaterlansingfoodbank.org,

GLFoodBank1 (en Facebook) o llame al 517/908-3680

Greater Lansing Food Bank: Clare County Food es un proveedor que ofrece igualdad de oportunidades



Laurie Jackson

From: Diane Lyon
Sent: Tuesday, March 4, 2025 7:10 AM
To: Laurie Jackson
Subject: Fwd: MPSC's focus in 2024: boosting electric reliability, expanding public engagement

Sent from my iPhone

Begin forwarded message:

From: Michigan Public Service Commission <MPSC@govsubscriptions.michigan.gov>
Date: March 3, 2025 at 4:04:31 PM EST
To: Diane Lyon <DLyon@cityofclare.gov>
Subject: **MPSC's focus in 2024: boosting electric reliability, expanding public engagement**



Gretchen Whitmer, Governor
Dan Scripps, Chair
Katherine Peretick, Commissioner
Alessandra Carreon, Commissioner

NEWS RELEASE

www.michigan.gov/mpsc

FOR IMMEDIATE RELEASE March 3, 2025

News media contact: [Matt Helms](#) 517-284-8300

Customer Assistance: 800-292-9555

MPSC's focus in 2024: boosting electric reliability, expanding public engagement

The Michigan Public Service Commission spent 2024 working to improve the reliability of Michigan's electric grid while implementing new energy laws and expanding public engagement to encourage more customer participation in regulatory matters before the Commission.

The MPSC's [2024 Annual Report](#) highlights the MPSC's broad approach to making Michigan's power grid more reliable and resilient, including receiving and analyzing results from a first-of-its-kind comprehensive, [third-party audit](#) of the electric distribution systems of Michigan's two largest electric utilities, DTE Electric Co. and Consumers Energy Co. The audit results will continue to inform efforts and future actions the Commission will take to drive down the number of outages, reduce restoration times and keep Michiganders safe from downed power lines.

Among other efforts to improve electric reliability, the MPSC in 2024:

- Worked to establish financial penalties for poor performance and incentives for improvement through the work of its [Financial Incentives and Disincentives](#) workgroup in the MPSC's [MI Power Grid](#) effort.
- Launched [new webpages](#) with electric distribution system reliability metrics, adding transparency to utility reliability performance. The data cover the average duration of outages, how long it takes to restore service, the frequency of outages, and the number of times a customer experiences an outage.
- Continued to support utility expenditures to increase tree trimming. Fallen trees, branches and limbs are the single largest source of power outages in Michigan.
- Increased the amount of the bill credit that customers who endure lengthy or frequent power outages are eligible to receive to \$40 per day, providing an accommodation for those who lose electric service while incentivizing electricity providers to improve reliability and shorten outages.

The annual report also notes early signs of progress resulting from efforts to improve system reliability, with DTE Electric and Consumers Energy reporting reductions in power outage minutes and the time it took to restore power in 2024. Consumers Energy reported 21 fewer outage minutes per customer in 2024 and that 93% of customers who lost power were restored within 24 hours, up from 87% in 2023. DTE Electric announced a nearly 70% reduction in customer time spent without power in 2024 compared to the year before, which the company credited to grid improvements in addition to less severe weather.

The annual report, which must be filed the first Monday of March each year, also recaps accomplishments in many other important areas of the MPSC's work.

Customer assistance

The MPSC assisted 11,514 customers who contacted the agency's call center for help with complaints or other energy and telecommunications issues. The MPSC awarded \$54 million in grants through the Michigan Energy Assistance Program (MEAP), providing home energy assistance and self-sufficiency services to 55,732 income-eligible customers.

The Commission also worked to support the passage of the expansion of benefits through MEAP. Legislation signed by Gov. Gretchen Whitmer in 2024 raised the income eligibility threshold for Michigan households to be eligible to receive MEAP support and the amount that may be raised each year for it. MEAP ultimately could provide energy assistance to as many as 335,000 households per year, up from an average of around 50,000 households per year in recent years.

Energy rates

The Commission issued orders in eight rate cases in 2024. On the electric side, there were rate cases for Consumers Energy ([U-21389](#)), Indiana Michigan Power Co. ([Case No. U-21461](#)), Alpena Power Co. ([Case No. U-21488](#)), Upper Peninsula Power Co. ([Case No. U-21555](#)), and Northern States Power Co. ([Case No. U-21565](#)). On the natural gas side, there were rate cases for Consumers Energy ([Case No. U-21490](#)), Michigan Gas Utilities Corp. ([Case No. U-21540](#)) and DTE Gas Co. ([Case No. U-21291](#)).

The utilities requested a total of more than \$695 million in additional revenues. After reviewing each rate case in detail, including examination of all line items sought by the companies, the Commission found almost \$279.3 million of the requests were reasonable and prudent investments that will benefit customers.

Community engagement

The Commission continued to do more to expand public engagement with regulatory matters at the MPSC.

The Commission held public hearings in several locations around Michigan on a variety of topics: 1) Detroit in March on implementation of the 2023 energy laws; 2) Marquette in July on an Upper Peninsula Energy Study; 3) Flint in August on expanding public participation in MPSC matters; 4) Detroit in September on a DTE Electric Co. rate case; and 5) online in October on proposed electric transmission upgrades by Michigan Electric Transmission Co.

In addition, the Commission held two regular Commission meetings outside of its Lansing headquarters –Grand Rapids in June, and Escanaba in October.

MPSC outreach Staff attended 31 community events where they shared information resources with event attendees, answered questions, built relationships, and took utility complaints.

Pipeline safety

MPSC Staff conducted 1,049 inspection days on natural gas pipeline safety inspections. Staff also conducted 55 days of inspection activity at the direction of the federal Pipeline and Hazardous Materials Safety Administration of interstate pipeline operators. The MPSC authorized and monitored the replacement of more than 360 miles of gas distribution pipelines and the moveout of about 22,790 gas meters from inside homes. In addition, Staff identified 74 violations of state gas safety standards and leveled \$95,000 in civil penalties.

The Commission also worked with partners in the Legislature to enact Public Act 131 of 2024, which increases the penalty limits for pipeline safety violations to mirror federal law. Michigan's penalty limits had not been updated in 30 years and were among the lowest in the nation, jeopardizing Michigan's ability to maintain its delegated pipeline safety authority from the federal Pipeline and Hazardous Materials Safety Administration (PHMSA).

Implementation of 2023 energy laws

The Commission established a new section of the agency to handle new responsibilities established under Public Act 233 of 2023, which grants the [MPSC siting authority](#) for utility-scale wind, solar and energy storage facilities under certain conditions. PA 233 went into effect Nov. 29, 2024. The Commission in October approved application instructions and procedures for projects that meet PA 233's requirements.

More information on the Commission's work to implement PA 233 and other 2023 updates to the state's energy laws is available at the [MPSC's webpage](#) tracking the implementation.

Telecommunications and broadband

The MPSC's Telecommunications Division worked to ensure Michiganders are aware of the federal and state Lifeline programs, which provide discounts for phone and internet service. The Universal Service Administrative Company reports that 335,067 Michigan customers are served through Lifeline with broadband, voice or bundled services.

For information about the MPSC, visit www.michigan.gov/mpsc, sign up for its [monthly newsletter](#) or other [listservs](#). Follow the MPSC on [Facebook](#), [X/Twitter](#) or [LinkedIn](#).

###

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This service is provided to you at no charge by [Michigan Department of Licensing and Regulatory Affairs](#).

This email was sent to dlyon@cityofclare.org using GovDelivery Communications Cloud on behalf of: Michigan Department of Licensing and Regulatory Affairs · P.O. Box 30004 · Lansing, MI 48909

March 1, 2025



T4 P1 492 *****AUTO**ALL FOR AADC 480

City Of Clare

202 W. Fifth Street

Clare, MI 48617-1490

Re: Upcoming Changes to Channel Line Up

Dear Franchise Official,

Spectrum Mid-America, LLC ("Spectrum") is noticing its customers that on or around March 31, 2025, Spectrum will launch **Comercio**, a Spanish-language economic news network on SPP Latino View and TV Stream Latino, channel 340 on the Clare, MI channel line-up serving your community.

If you have any questions about this change, please feel free to contact me at (906) 553-7866.

Sincerely,

A handwritten signature in blue ink that reads "Joan Movrich".

Joan Movrich

Manager, State Government Affairs - Michigan

Charter Communications



CITY HALL

Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

**DEPARTMENT OF
PUBLIC WORKS**

Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING

Ph 989.386.7541 x201

W/WWT PLANT

Ph 989.386.2321
Fx 989.386.2387

**POLICE DEPT.
NON-EMERGENCY**

Ph 989.386.2121
Fx 989.386.0440

**FIRE DEPT.
NON-EMERGENCY**

Ph 989.386.2151
Fx 989.386.3020

**PARKS &
RECREATION**

Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT

Ph 989.386.0445
Fx 989.386.4508

**CITY OF CLARE
NOTICE OF PUBLIC HEARINGS ON
PROPOSED 2025-2026 BUDGET**

The City of Clare Planning Commission will hold a public hearing on Wednesday, April 9, 2025, at 5:30 p.m., to receive public comment pertaining to Fiscal Year 2025-26 Capital Improvement Projects as part of the budget process.

Following the recommendations made by the City's Planning Commission, the capital improvements schedule will be presented to the City Commission as part of the budget workshop process. The City will be conducting budget workshops for the Fiscal Year 2025-26 during the regularly scheduled meetings on April 21st & May 5th, 2025, City Commission meetings.

PLEASE TAKE NOTICE that on June 2nd, 2025, the Clare City Commission will hold a public hearing to consider the adoption of the City's Fiscal Year 2025-26 budget, amendments to the City's fee and rate schedule, and single lot assessments at 6:00 p.m.

A copy of the proposed budget is available for public inspection by contacting fiscal services at vcorlew@cityofclare.gov or by calling (989) 424-4069.

The public is encouraged to provide input during the public comment period or public hearing portions of the meetings. Written and verbal comments will be accepted until 4 p.m. on the date of the meetings and may be submitted to the City Clerk at Clare City Hall, 202 W. Fifth St., Clare, MI 48617, via email to dlyon@cityofclare.gov, or by calling (989) 424-4068.

The City of Clare is an equal opportunity provider and employer.

Diane Lyon
City Clerk





ATTENTION

EFFECTIVE MARCH 5TH, 2025

**The City of Clare's Let Run Order is
NO LONGER IN EFFECT.**

**PLEASE DISCONTINUE LETTING YOUR WATER
RUN.**

Usage from March will be adjusted accordingly to reflect the Let Run
Order.

If you have any questions, please call the City of Clare
Utility Billing Department at 989-424-4071.





CITY HALL

Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

**DEPARTMENT OF
PUBLIC WORKS**

Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING

Ph 989.386.7541 x201

W/WWT PLANT

Ph 989.386.2321
Fx 989.386.2387

**POLICE DEPT.
NON-EMERGENCY**

Ph 989.386.2121
Fx 989.386.0440

**FIRE DEPT.
NON-EMERGENCY**

Ph 989.386.2151
Fx 989.386.3020

**PARKS &
RECREATION**

Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT

Ph 989.386.0445
Fx 989.386.4508



Public Notice

City of Clare – Well 9 Rehabilitation

The City is accepting bids to rehabilitate Well 9. For additional information please contact Dale Clark, Director of Water Treatment for the City of Clare at dclark@cityofclare.gov or 989-424-4095. Proposals are to be placed in a sealed envelope mailed or delivered to the City Hall, and clearly marked “Sealed Bid Well 9 Rehabilitation” at the address below.

City of Clare Water Treatment Department
Sealed Bid
Well 9 Rehabilitation Proposal
202 W Fifth Street
Clare, MI 48617

Proposals are due at City Hall on March 17, 2025 at 1:00 pm.

The City reserves the right to reject any and all proposals, to waive irregularities and nonconformities in proposals, to accept and reject proposals based on what the City Council deems is in the best interests of the City, to negotiate with the selected contractor, and to award a contract as the City Council deems is in the best interests of the City. This may not necessarily be the lowest bidder.

The City of Clare is an equal opportunity provider and employer

