



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

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www.cityofclare.org

CLARE CITY COMMISSION Meeting to be held at Clare City Hall 202 W. Fifth St., Clare MI

**Monday, April 7, 2025
6:00 p.m.**

AGENDA

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

1. **CALL TO ORDER**
 - A. **Pledge of Allegiance**
 - B. **Roll Call**
2. **CONSENT AGENDA** – All items listed with an asterisk (*) are considered to be routine by the City Commission and shall be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests to do so, in which event the item shall be removed from the General Order of Business and considered in its normal sequence on the agenda.
3. ***APPROVAL OF MINUTES**
4. ***APPROVAL OF AGENDA**
5. **PUBLIC COMMENT**
6. **OLD/UNFINISHED BUSINESS** – None
7. **NEW BUSINESS**
 - A. ***Board & Committee Appointment – Downtown Development Authority (DDA) (Dawn Thomas)**
 - B. **Employee Recognition – Reserve Officer Travis Gilmore (10-Year Service Award)**
 - C. **Clare DDA Proposed Boundary Change – Set Public Hearing**
8. **TREASURER’S REPORT**
9. **CITY MANAGER’S REPORT**
10. ***COMMUNICATIONS**
11. **EXTENDED PUBLIC COMMENT**
12. **COMMISSION DISCUSSION TOPICS**



13. *APPROVAL OF BILLS

14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

15. ADJOURNMENT

The public will be permitted to provide comment during the Public Comment portions of the meeting. The public is asked to identify themselves by providing their name and address when offering public comment.

Written comment may be submitted to dlyon@cityofclare.gov, or placed in the drop box at Clare City Hall, or sent in by postal mail to the City Clerk, Diane Lyon at Clare City Hall, 202 W. Fifth St., Clare MI 48617, prior to 4:00 p.m. on the date of the meeting and will be read during the public comment portion of the meeting.

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, Pat Humphrey, Maegan Jenkins, and Gus Murphy. Absent: Kim Bussell. Also, present: Jeremy Howard, City Manager; Diane Lyon, City Clerk; Vicki Corlew, City Treasurer; Dave Saad, Police Chief; and Luke Potter, DPW Director.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Murphy to approve the items listed with an asterisk (*), (Agenda, Minutes, Department Reports, Communications, Professional Development, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved by Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. APPROVE BIDS AND AWARD STREET RECONSTRUCTION PROJECT CONTRACT FOR THE 300 BLOCK OF WEST STATE STREET

The City recently solicited bids for a FY25/26 street project to be funded by the voter-approved street millage in Clare. The project will be in the 300 block of West State Street and includes the removal of 672' of existing asphalt and sidewalks, removing 6" of street subbase which will be replaced with 6" of 22A gravel, replacing the asphalt with a 2½" single course, and replacing the sidewalks with ADA conformed 5' sidewalks. The curb and gutter are in good shape and will not be replaced. Five bids were received for the project. McGuirk Sand and Gravel submitted the low bid in the amount of \$85,704.34. The asphalt for this project will come to you at a future meeting for approval as we are finalizing that information and working with the vendor to utilize Clare County's asphalt contract amounts. This rate will be significantly lower than what the city would be able to secure ourselves with a bid. A 10% contingency is requested with this bid for this project to cover unknowns that may arise during the project construction.

The City Commission is asked to approve the low bid amounts of \$85,704.34 along with a 10% contingency and award the work to McGuirk Sand and Gravel.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the bids and award the contract to McGuirk Sand & Gravel by the adoption of Resolution 2025-018. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.*

B. APPROVE BIDS AND AWARD CONTRACT FOR STREET RECONSTRUCTION PROJECT FOR THE 600 BLOCK OF WEST PINE STREET

The City recently solicited bids for a FY25/26 street project to be funded by the voter-approved street millage in Clare for next fiscal year. The project will be on the 600 block of Pine Street and includes the removal of a little over 300' of existing asphalt and sidewalks and curb and gutter, removing 6" of street subbase which will be replaced with 6" of 22A gravel, replacing the asphalt with a 2½" single course, replacing the curb and gutter, and replacing the sidewalks with ADA conformed 5' sidewalks. Five bids were received for the project. Robbin Harsh Excavating Inc. submitted the low bid in the amount of \$65,733.23. The asphalt for this project will come to you at a future meeting for approval as we are finalizing that information and working with the vendor to utilize Clare County's asphalt contract amounts. This rate will be significantly lower than what the city would be able to secure ourselves with a bid. A 10% contingency is requested with this bid for this project to cover unknowns that may arise during the project construction.

The City Commission is asked to approve the low bid of \$65,733.23 along with a standard 10% contingency and award the work to Robbin Harsh Excavating Inc.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the bids and award the contract to Robbin Harsh Excavating by the adoption of Resolution 2025-019. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.*

8. TREASURER'S REPORT: The Treasurer provided a report to the Commission.
9. *DEPARTMENT REPORTS: *Approved by Consent Agenda.*
10. CITY MANAGER'S REPORT:
Lake Shamrock Dredging and Dam Project. Mechanical dredging by the city and hydraulic dredging by Savin Lake Services are still paused even though the ice has left the lake. Both will return as soon as permitting will allow.

For the dam project, our engineering firm, GEI, is continuing design work for the dam and options for the type of systems we may be able to utilize. The City and GEI have submitted the full application for the second phase of the Dam Risk Reduction Grant (DRRG) and 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).

DDA Meeting. The DDA held their meeting on March 13th. Discussion topics included:

- Approved the purchase of portable speed bumps to slow traffic that can be placed in the 4th Street Parking Lot, especially the area close to the buildings on the west side of the parking lot and near the dumpster.
- Discussion and approval of the 25/26 DDA budget.
- Approved the resolution to initiate the expansion of the DDA boundaries to add the Clare Historic Depot property to the district.

Let Water Run Order. The let water run order for residents was lifted on March 5th.

Janitorial Position. We have contracted for years with a private company for the cleaning of our city buildings. Several area municipalities have recently moved from private contracts to employees performing this work and they have said that it has worked quite well so we have decided to go this route too. We have an existing seasonal employee that we will hire part-time at the beginning of May. We have given notice to AWOL that we will not be extending the contract when it expires on April 30, 2025. The overall cost to the city should be slightly less than the current cost of the contract, and having an employee in this position will allow us more control over duties and times of cleaning. Thank you to AWOL cleaning who have provided cleaning service to the city for many years.

50th Annual Irish Festival. By the time of our meeting the Irish Festival events will be complete. There are many volunteer hours and work by businesses and community members to make this such a great event each year, so a big thank you to all of them.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Mayor Humphrey expressed appreciation to the Department of Public Works employees and to the Police Department employees and volunteers for their work during the Saint Patrick's Day Festival.

Commissioner Murphy suggested that the City Commission do something to recognize Pat Maurer (posthumously) upon her recent passing. The City Manager suggested he would write a proclamation to recognize her at a future meeting.

14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES:
Approved by Consent Agenda.
16. CLOSED SESSION: OMA 15.268, SECTION 8.1(C) TEAMSTERS LABOR AGREEMENTS
Motion by Commissioner Bonham second by Commissioner Murphy to go into closed session at 6:14 pm. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.*

Motion by Commissioner Bonham second by Commissioner Murphy to go into open session. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.*

17. APPROVAL OF CLOSED MINUTES

Motion by Commissioner Murphy second by Commissioner Bonham to approve the minutes of closed session. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.*

18. APPROVAL OF TEAMSTERS HOURLY AND SUPERVISORY LABOR AGREEMENTS

Motion by Commissioner Jenkins second by Commissioner Bonham to approve the Teamsters Hourly Collective Bargaining Agreement and the Teamsters Supervisory Collective Bargaining Agreement by adoption of Resolutions 2025-020 and 2025-021 respectively. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.*

19. ADJOURNMENT: Motion by Commissioner Bonham seconded by Commissioner Murphy to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Kim Bussell. *Motion Carried.* The meeting adjourned at 6:42 p.m.

Pat Humphrey, Mayor

Diane M. Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey & the Clare City Commission
From: Jeremy Howard, City Manager
Date: April 3, 2025
Regarding: *Board & Committee Appointment Renewals – Downtown Development Authority
(Dawn Thomas)

For the Agenda of April 7, 2025

***Note: 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 this 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 Clare City Commission agenda.**

Background. The appointment term of Clare Downtown Development Authority member Dawn Thomas expired March 20, 2025. Dawn is an experienced, long-serving DDA member and has expressed willingness and desire to renew the respective appointment for another three-year term at the will of the Mayor and City Commission. The City Commission is asked to approve the renewal.

Issues & Questions. Should the City Commission renew the appointment of Dawn Thomas to continue serving as a voting member of the City's Downtown Development Authority?

Alternatives.

1. Approve the renewal of the reappointment.
2. Do not renew the appointment and select another individual to serve in this capacity.
3. Leave this position vacant.
4. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact. N/A.

Recommendation. I recommend that the City Commission approve the renewal of the appointment of Dawn Thomas to the City's Downtown Development Authority by adoption of Resolution 2025-020 (*att'd*).

Attachment.

1. Resolution 2025-020.

RESOLUTION 2025-020

A RESOLUTION OF THE CLARE CITY COMMISSION RENEWING THE APPOINTMENT OF DAWN THOMAS TO CONTINUE SERVING AS A VOTING MEMBER OF THE CITY OF CLARE DOWNTOWN DEVELOPMENT AUTHORITY.

WHEREAS, the appointed term of Dawn Thomas on the City of Clare Downtown Development Authority has expired; and

WHEREAS, Dawn Thomas has expressed willingness and desire to continue serving in said position at the will of the Clare City Commission; and

WHEREAS, the City Commission has determined that said individual remains fully qualified to continue serving in said position and deems the renewal of their appointment to be in the best interest of the City of Clare.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby renews the appointment of Dawn Thomas to continue serving as a voting member of the City of Clare Downtown Development Authority, said appointment being effective on the 7th day of April, 2025 and shall terminate not later than the 6th day of April, 2028, unless said individual respectively offers their resignation to the Mayor of the City of Clare or the Mayor takes specific action to terminate said appointment prior to said date.

BE IT FURTHER RESOLVED THAT said appointment is voluntary and without compensation and can be terminated at the will of the Mayor of the City of Clare with or without cause.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 7th day of April, 2025.

Diane M. Lyon, City Clerk

AGENDA REPORT

TO: Mayor Humphrey & City Commission
FROM: Jeremy Howard, City Manager
DATE: April 3, 2025
RE: Employee Recognition – Reserve Officer Travis Gilmore (10-Year Service Award)

For the Agenda of April 7, 2025

Background. Reserve Officer, Travis Gilmore has faithfully, honorably, and courageously served the residents of the City of Clare and the greater Clare area community for the past ten years as a member of the Clare Police Department Reserve Division. The City Commission is asked to consider formally recognizing Reserve Officer Travis Gilmore for this distinguished achievement.

Issues & Questions Specified. Should the City Commission formally recognize the service of Reserve Officer Travis Gilmore?

Alternatives.

1. Formally recognize this selfless service.
2. Do not formally recognize this selfless service.
3. Defer/delay decision of this matter to a subsequently scheduled City Commission meeting.

Financial Impact. The cost to the City is approximately \$30 for a resolution and frame.

Recommendation. I recommend that the City Commission formally recognize the faithful, resolute, and honorable service of Reserve Officer Travis Gilmore by adoption of Resolution 2025-021 (*att'd*).

Attachments.

1. Resolution 2025-021.

RESOLUTION 2025-021

A RESOLUTION OF THE CLARE CITY COMMISSION RECOGNIZING RESERVE OFFICER TRAVIS GILMORE FOR TEN YEARS OF FAITHFUL AND COURAGEOUS SERVICE TO THE CITY OF CLARE AND THE GREATER CLARE AREA COMMUNITY.

WHEREAS, Reserve Officer Travis Gilmore has faithfully, honorably, and courageously served the residents of the City of Clare and the Greater Clare Area Community as a member of the Clare Police Department Reserve Division for the past ten years; and

WHEREAS, the City Commission deems that it is appropriate and fitting to formally recognize said faithful, honorable, and courageous public service.

NOW THEREFORE BE IT RESOLVED THAT, on behalf of the residents of the City of Clare and the citizens of the entire Greater Clare Area Community, the Mayor of the City of Clare and the Clare City Commission hereby formally recognizes the faithful, dedicated service of Reserve Officer Travis Gilmore while serving as a member of the City of Clare Police Department Reserve Division for the past ten years.

BE IT FURTHER RESOLVED THAT the City Commission recognizes and honors Reserve Officer Travis Gilmore for his excellent service, outstanding dedication, dauntless courage, and for the impeccable loyalty he has demonstrated in serving the Clare Police Department and the residents of the Clare Area Community.

BE IT FURTHER RESOLVED THAT the Mayor and City Commission offers Reserve Officer Travis Gilmore its sincere wishes for good health, long life, and for continued success in all endeavors and concurrently challenges him to continue to serve the public with the same reputation for his unswerving standards for excellence that he has so ably established.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

**The Resolution was introduced by Commissioner _____ supported by Commissioner _____.
The Resolution declared adopted by the following roll call vote:**

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 7th day of April, 2025.

Diane M. Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: April 3, 2025
RE: Notice of Public Hearing – Clare DDA Proposed Boundary Change

For the Agenda of April 7, 2025

Background. The City’s Downtown Development Authority (DDA) was established in 1989 to ensure and promote the economic development and improve the aesthetic appearance of the City’s downtown commercial district. Testimony to the success of the DDA is easily and readily evident by the vibrancy and appearance of the downtown district today. The DDA utilizes tax increment financing as its primary revenue source by capturing all taxes for capital improvements and resultant increases of taxable value of buildings and properties within its designated geographical boundaries. After recent discussions, the Clare DDA has announced its desire to request an expansion of the current DDA Boundaries (*see copy of att’d DDA resolution and boundary expansion map*) to include the parcel that the Clare Union Railroad Depot sits upon. Though this property is owned by the City and therefore would not generate additional tax revenue for the DDA, the desire is to allow the DDA to expend funds in the future on that property to include the construction of public restrooms at that location that would serve as a part of the Downtown and benefit the public good of the district.

To formally initiate the process to amend the district boundaries, the Clare City Commission is required to set a public hearing and direct notice (*att’d*) of that hearing not less than 20 and not more than 40 days prior to the hearing date according to statute. The City Commission is asked to set the hearing date for June 16, 2025 and direct that the required hearing notices are published and posted. This will be the first of several steps and procedures that will take place to accomplish the boundary expansion.

Issues & Questions Specified. Should the City Commission set a public hearing date to receive public input regarding the proposed DDA and TIF boundary changes?

Alternatives.

1. Set the hearing date.
2. Do not set the hearing date, thereby essentially denying the DDA request to expand its boundaries.
3. Set this matter aside for future consideration and deliberation at a future scheduled meeting.

Financial Impact. Presently unknown/indeterminable. Setting the hearing does not commit the City to changing the district boundary changes; it is simply the first step in the process to do so and is intended primarily to hear objections and/or support for the boundary changes.

Recommendations. I recommend the City Commission set a public hearing date of June 16, 2025 to hear public comment related to the proposed DDA boundary changes by adoption of Resolution 2025-089 (*copy att’d*).

Attachments.

1. DDA Resolution.
2. DDA Proposed Expansion Map.
3. Public Notice.
4. Resolution 2025-022.

**Clare Downtown Development Authority
Counties of Clare and Isabella, State of Michigan**

**RESOLUTION REQUESTING EXPANSION
OF BOUNDARIES OF DDA DISTRICT**

Minutes of a regular meeting of the Board of the Clare Downtown Development Authority, Counties of Clare and Isabella, State of Michigan, held Clare City Hall (202 West Fifth Street) in the City of Clare on the 13th day of March, 2025 at 8:00 a.m. Eastern Standard Time.

PRESENT: Lisa Benic, Shari Buccilli, Vince Demasi, Lori Fassett, Ken Hibl, Jeremy Howard, Jason Manderbach, Gus Murphy, Greg Rynearson, Amy Shindorf, and Mary Ann Shurlow.

ABSENT: Dean Doherty, and Dawn Thomas.

WHEREAS, the City of Clare, Counties of Clare and Isabella, State of Michigan (the “City”), is authorized by the provisions of Act 197, Public Acts of Michigan, 1975, as amended (“Act 197”), and subsequently Act 57, Public Acts of Michigan, 2018, as amended (“Act 57”) to create a downtown development authority and a create and modify a downtown development district; and

WHEREAS, the Clare City Commission duly established the Clare Downtown Development Authority (the “Authority”) which exercises its powers within the Downtown District designated by the City Commission (the “District”); and

WHEREAS, it is necessary to request the City Commission to amend the boundaries of the District to include an additional parcel of land in the District; and

WHEREAS, such amendment will further encourage continued economic growth in the City’s central business district.

NOW THEREFORE BE IT RESOLVED that the Authority hereby requests the City Commission of the City of Clare to amend the boundaries of the District as proposed in the attached Exhibit A.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Lisa Benic and supported by Lori Fassett.

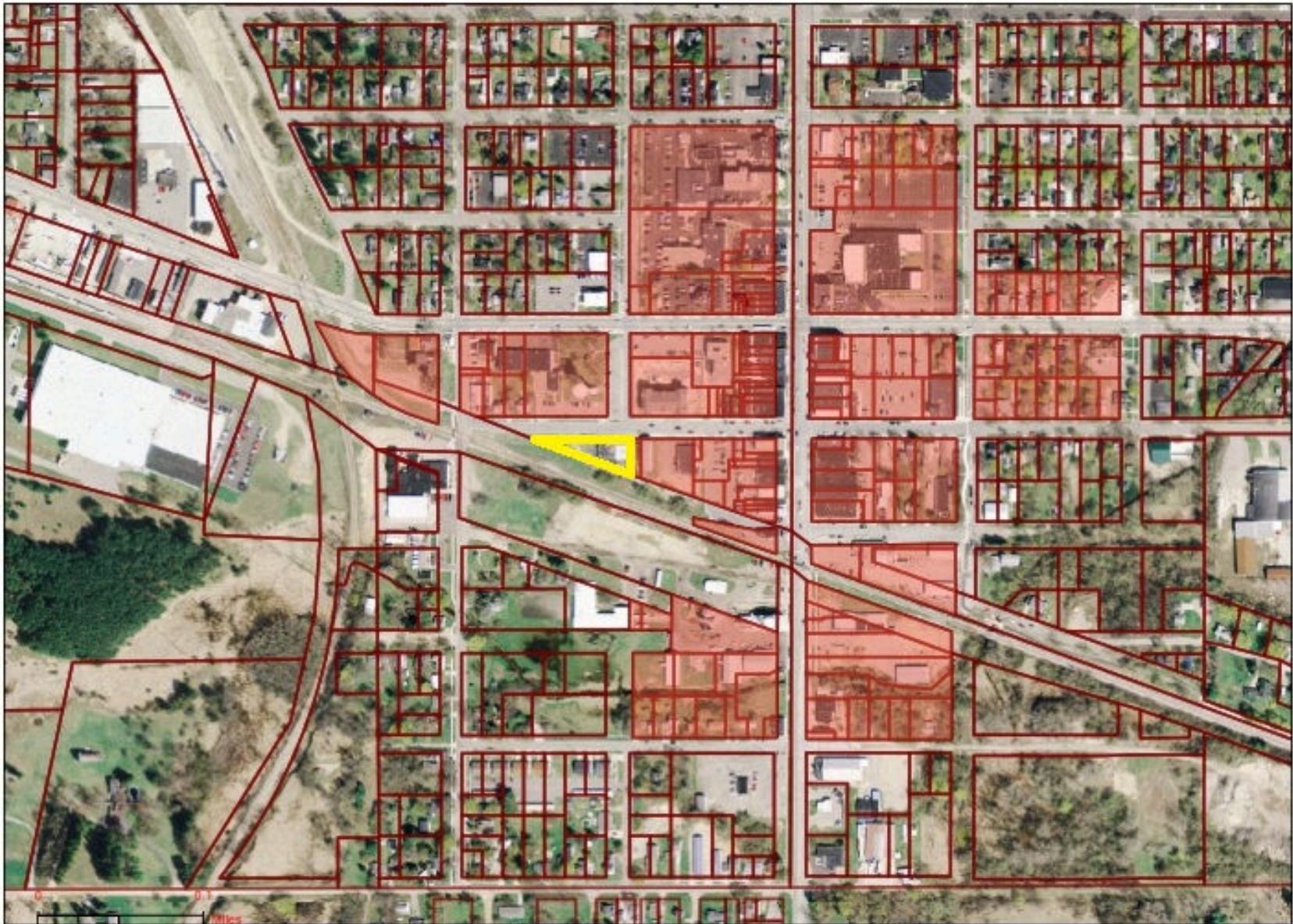
The Resolution was adopted by unanimous roll call approval of all Board Members present.

Resolution approved for adoption on this 13th day of March, 2025.



Ken Hibl, Board Chairman

DDA Boundary Map 04/03/2025 w/Proposed Amendment



NOTICE OF PUBLIC HEARING

CITY OF CLARE
COUNTY OF CLARE, MICHIGAN

DOWNTOWN DEVELOPMENT AUTHORITY
PROPOSED EXPANSION OF DOWNTOWN DISTRICT BOUNDARIES

TO ALL INTERESTED PERSONS IN THE CITY OF CLARE:

PLEASE TAKE NOTICE that the City Commission of the City of Clare, County of Clare, Michigan, will hold a public hearing on the 16th day of June, 2025, at six o'clock p.m., in the City Hall, 202 West Fifth Street, Clare, Michigan, to consider the adoption of an ordinance expanding the boundaries of the Downtown Development District in connection therewith, pursuant provisions of Act 197, Public Acts of Michigan, 1975, as amended ("Act 197"), and subsequently Act 57, Public Acts of Michigan, 2018, as recodified ("Act 57") to modify a downtown development district.

PROPOSED BOUNDARIES

Development District:

The legal description of the DDA Development District is "the area bounded by First Street, Beech Street, Third Street, Maple Street, Ann Arbor Railroad Right-of-Way, Fifth Street, Beech Street, Seventh Street, Pine Street, Sixth Street, Hemlock Street, Fourth Street, Pine Street and back to First Street of Sections 34 & 35, City of Clare, including all Lots of Blocks 9 & 10, Lots 8, 9, 10, 11, 12, 13 & 14 of Block 14, all Lots of Blocks 15, 16, 19, 20, 21, 22, 23, 27, 28, 32 & 33, 38 & 39, Original Plat of the Village of Clare; 051-034-406-03: BEG S01 55'E ALG W L OF MCEWAN ST 25.37 FT FROM SE COR OF BLK 28 PLAT OF VILLAGE OF CLARE TH CONT S01 DEG 55'E ALG W L OF MCEWAN ST 77.53 FT TH N71 DEG 43'W = & 20 FT N OF CL OF RR TRACKS 281.05 FT TH NO1 DEG 55'W 21.13 FT TH S80 DEG 35"E 197 FT TH S88 DGE 05'E AT RIGHT ANGLE TO W L OF MCEWAN ST 71 FT BACK TO POB; and 051-034-406-04: T17N R4W SEC 34 201 & 203 W FOURTH ST A PARCEL BOUNDED ON THE N BY S L OF 4TH ST & ON THE E BY W L OF LOT 1 BLK 28 & ON THE S & W BY N L OF R/W PM RR EXC 80 FT ON E SIDE AND COM AT NW COR OF LOT 1 BLK 28 TH W 80 FT TH S TO R/W OF PM RR TH E'LY ALG R/W TO W SIDE OF LOT 1 TH N BK TO POB.

Development Area (Tax Increment Finance District)

Is contained within the above DDA boundary and is defined as the area bounded by First Street, Beech Street, Third Street, Maple Street, Ann Arbor Railroad Right-of-Way, Fifth Street, Beech Street, Seventh Street, Pine Street, Sixth Street, Hemlock Street, Fourth Street, Pine Street and back to First Street of Sections 34 & 35, City of Clare, including all Lots of Blocks 9 & 10, Lots 8, 9, 10, 11, 12, 13 & 14 of Block 14, all Lots of Blocks 15, 16, 19, 20, 21, 22, 23, 27, 28, 32 & 33, 38 & 39, Original Plat of the Village of Clare; 051-034-406-03: BEG S01 55'E ALG W L OF MCEWAN ST 25.37 FT FROM SE COR OF BLK 28 PLAT OF VILLAGE OF CLARE TH CONT S01 DEG 55'E ALG W L OF MCEWAN ST 77.53 FT TH N71 DEG 43'W = & 20 FT N OF CL OF RR TRACKS 281.05 FT TH NO1 DEG 55'W 21.13 FT TH S80 DEG 35"E 197 FT TH S88

DGE 05'E AT RIGHT ANGLE TO W L OF MCEWAN ST 71 FT BACK TO POB; and
051-034-406-04: T17N R4W SEC 34 201 & 203 W FOURTH ST A PARCEL
BOUNDED ON THE N BY S L OF 4TH ST & ON THE E BY W L OF LOT 1 BLK 28 &
ON THE S & W BY N L OF R/W PM RR EXC 80 FT ON E SIDE AND COM AT NW
COR OF LOT 1 BLK 28 TH W 80 FT TH S TO R/W OF PM RR TH E'LY ALG R/W TO
W SIDE OF LOT 1 TH N BK TO POB.

At the public hearing, all citizens, taxpayers and property owners of the City of Clare desiring to address the City Commission shall be afforded an opportunity to be heard regarding the proposed Downtown District boundary amendment.

FURTHER INFORMATION may be obtained from the City Clerk's office.

This notice is given by order of the City Commission of the City of Clare, County of Clare, Michigan. The City of Clare is an equal opportunity employer and provider.

DIANE M. LYON, CITY CLERK



RESOLUTION 2025-022

A RESOLUTION OF THE CLARE CITY COMMISSION DIRECTING NOTICE OF A PUBLIC HEARING FOR THE PROPOSED AMENDMENT OF THE CLARE DOWNTOWN DEVELOPMENT AUTHORITY GEOGRAPHICAL BOUNDARIES.

WHEREAS, The City of Clare Downtown Development Authority (DDA) was established in 1989 to ensure and promote the economic development and improve the aesthetic appearance of the City's downtown commercial district; and

WHEREAS, testimony to the success of the Clare DDA is easily and readily evident by the vibrancy and appearance of the City's downtown district today; and

WHEREAS, the DDA utilizes tax increment financing as its primary revenue source by capturing all taxes for capital improvements within its defined boundaries and resultant increases of taxable value of buildings and properties within its designated geographical boundaries and subsequently utilizes said tax revenues to autonomously make improvements and establish programs to foster economic and capital development within its established boundaries; and

WHEREAS, the DDA has determined there are significant opportunities to further enhance the improvements made in the downtown district just beyond its existing boundaries by expanding said boundaries; and

WHEREAS, the Clare DDA has announced its intentions to request an expansion of the current DDA boundaries to include city parcel 051-034-406-04, the location in where the Clare Union Railroad Depot is sited; and

WHEREAS, the City Commission is required to direct notice of a public hearing related to said request to expand and or amend said boundaries, said expansion to be accomplished by ordinance as required by Act 197, Public Acts of Michigan, 1975, as amended, and subsequently Act 57, Public Acts of Michigan, 2018; and

WHEREAS, the City Commission has considered said proposal of the Clare DDA to amend its boundaries and determined said proposal to have merit and further serve a public purpose and has made an initial determination that it desires to pursue the process to amend said boundaries.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby directs its City Clerk to post notice of a public hearing to be set for the 16th day of June, 2025 to receive comments pertaining to the proposal to amend the Clare DDA Boundaries, set notice to be published twice in a local newspaper.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Clare further directs its City Clerk to mail notice to all property owners of record within the proposed district and to the affected taxing jurisdictions that levy taxes that would be subject to tax capture within said district.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Clare hereby directs its City Clerk to prepare an ordinance reflecting said boundary changes/amendments, said ordinance be considered and a First Reading conducted at the City Commission meeting set for the 16th day of June, 2025.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 7th day of April, 2025.

Diane Lyon, City Clerk

To: Mayor Pat Humphrey and the Clare City Commission
From: Vicki Corlew
Treasurer and Finance Director
Date: April 3, 2025
Reference: Treasurer's Report for April 7, 2025

Property Taxes:

The property taxes for 2024 have been settled with both Clare and Isabella Counties.

Budget:

The CIP for the upcoming FY 25/26 budget will be presented to the Planning Commission at their meeting on April 9th. Then the entire budget will be presented to the Commission at the meeting on April 21st and we will have our first budget workshop at that meeting.

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: April 3, 2025
RE: City Manager's Report

For the Agenda of April 7, 2025

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the city and hydraulic dredging by Savin Lake Services are still paused. Both will return as soon as permitting will allow, which is the beginning of July. City staff recently met with Savin Lake Services and discussed the completion of the hydraulic portion of the lake dredging. Once they are allowed by the permit to start again in July, they are planning to complete the project in the fall of 2025.

For the dam project, our engineering firm, GEI, is continuing design work for the dam and options for the type of systems we may be able to utilize. The City and GEI have submitted the full application for the second phase of the Dam Risk Reduction Grant (DRRG), and 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). We also recently met with our engineers from GEI along with the Michigan Department of Treasury who oversees a portion of our funding, as well as EGLE who oversees other portions of the funding and permitting for the project. We discussed project plans for the dam completion and schedules/timeframes. The meeting went very well, and we will be continuing the group dialogue with them.

Assessing RFP. As you know, the City received notice that our contracted Assessor, Michigan Assessing Coalition, Inc., (MAC) is terminating their contract with the City of Clare due to staffing levels and narrowing their coverage area. Their last day is April 30th. An RFP was sent out for Assessing Services for the City and bids were opened on April 1st. We received two bids which are being reviewed by the Clerk, Treasurer, and we will provide a recommendation to the Commission at your second meeting in April for approval of the new City Assessor.

2025 PILOT Report. The annual PILOT (payment in lieu of taxes) report has recently been completed by the Assessor and is attached for your review and information.

Attachments:

1. 2025 PILOT Report.

County: CLARE Unit: CITY OF CLARE-CLARE CO

***** Owner's Name *****	**** Parcel Number ****	2025 March BOR	Class	Zone	* Property Address	*	PRE %	Tran%
		S.E.V.	Taxable					
FOURTH STREET SENIOR LIMITED	051-065-011-60	0	0	201	C-1	144 W FOURTH ST	0.000	0.00
PEBBLESTONE LIMITED D H ASSN	051-400-010-50	611,500	472,175	201	R-2	305 BRIARWOOD DR	0.000	0.00
ROSE LIMITED	051-400-015-01	524,200	403,747	201	R-2	225 MARY ST	0.000	0.00
Totals for all Parcels: Count= 3, S.E.V.= 1,135,700, Taxable= 875,922								

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: April 2, 2025
RE: *Communications

For the Agenda of April 7, 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 April 7, 2025.**

FOIA Requests & Responses: AEI Consultants, Deana Ballou, Caladan Consulting LLC, Barbie Clemmons, Morgan Leal, Lexis Nexis, Langan Engineering.

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

- Planning Commission 25-26 Budget Hearing Public Notice
- DTE Notice of public hearing
- Single Lot Assessment Roll Public Notice
- Planning Commission Site Plan Application by SPA Properties, LLC Public Hearing Notice

Attachments. As noted above.

Diane Lyon

From: FOIA@cityofclare.gov
Sent: Monday, March 17, 2025 6:41 PM
To: FOIA
Subject: New submission from Request for Examination or Copy of Records (FOIA)

Requestor Information

Name

Bre Polen

Birth Year

1,984

Street Address

4009 Fitzhugh Ave, Suite 200

City

Richmond

State

VA

Zip Code

23230

Daytime Phone:

(925) 746-6000

Email

bpolen@aeiconsultants.com

Request Information

Date/Time of Incident:

3/17/2025

Type of Incident:

copy of records

Location of Incident:

19200 Harbour Village Drive E

I am requesting the following record(s):

AEI Consultants has been commissioned to complete a Project Capital Needs Assessment and/or Phase I Environmental Site Assessment for the following property: Harbour Village Apartments located at: 19200 Harbour Village Drive E, Clare, MI 48617.

As part of this assessment, and due diligence, we are required to request the following information:

Planning and Zoning Department:
-property legally conforming, legally non-conforming

- current zoning classification of the property
- any outstanding zoning code violations
- identify Activity and Use Limitations (AULs)
- could the building be rebuilt as is, if destroyed?

Building Department:

- building code(s) enforced at the time of construction
- current building code enforced by the municipality
- open building permits
- recent building inspection report
- any outstanding building code violations
- any copies of Certificates of Occupancy

Fire Department:

- any spillage of hazardous substances (i.e petroleum products, pollutants or controlled substances)
- any other record of environmental conditions
- any records of Above Ground Storage tanks (ASTs) and/or Underground Storage Tanks (USTs)
- any outstanding fire code violations
- most recent fire inspection report

Thank you in advance for your help

I am requesting the above record(s) for:

Copying

Please check this box if you wish to receive a "True Copy" of the requested record(s):

Check Here



Where the north begins at the crossroads of Rt 10 and 127.

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

March 18, 2025

DENIAL OF REQUEST FOR PUBLIC RECORD

Bre Polen
AEI Consultants
4009 Fitzhugh Ave, Ste 200
Richmond VA 23230

Tel: (925) 746-6000
bpolen@aeiconsultants.com

RE: **FOIA Request #2025-023 19200 Harbour Village Apartments, 19200 Harbour Village Drive E, Clare MI 48617.**

X Your request as described is denied because it does not exist under information. This parcel is not located within the City of Clare therefore the only records the City of Clare Fire Department would have are for an emergency response and there are no records regarding that parcel. A schedule of fees for the search and review of records is attached.

NOTICE: This correspondence constitutes a certification that the public records, as indicated, do not exist. You have the right to appeal this denial to the City Manager in writing that specifically states the word "APPEAL" and indicates the reason or reasons for reversal of the denial, or seek judicial review in the Circuit Court within 180 days of a final determination to deny a request. If the Court determines a public record is not exempt from disclosure, it shall order its release or production. The burden of proof in Court is on the public body. If the Court determines that the public body has been arbitrary and capricious in not disclosing a public record, it may award, in addition to actual and compensatory damages, punitive damages not exceeding \$500.00

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org.

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.

FOIA Coordinator or Authorized Representative

March 18, 2025
Date Denial Approved

The City of Clare is an Equal Opportunity Provider and Employer



Where the north begins at the crossroads of Rt 10 and 127.



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

REQUEST FOR PUBLIC RECORD
City of Clare, Michigan

NAME OF REQUESTOR: Dana T. Ballou DATE FILED: 3-24-2025
COMPANY _____ REQUEST FORM: WRITTEN ELECTRONIC
MAILING ADDRESS: 3350 E. DOVER Rd, Clare
DAYTIME PHONE NUMBER: 989-329-4600 EMAIL ADDRESS: _____

I REQUEST TO HAVE THE PUBLIC RECORD(S) SUPPLIED TO ME IN THE FOLLOWING FORM:

INSPECTION: _____ COPIES: 1

NAME AND DESCRIPTION OF THE MATERIAL, INFORMATION, DOCUMENTS, ETC. IDENTIFYING THE PUBLIC RECORD(S) DESIRED. PLEASE BE VERY SPECIFIC.

Accident Report - Pliceman's printer
down. 11-20-2025

I understand a public body must respond to my request with five (5) business days after it is received and is allowed one (1) additional day to respond if the request is received by email, fax or other electronic means. The public body must grant or deny all or a portion of my request, or issue a notice extending for ten (10) business days, the period in which the public body must respond to my request. In place of these deadlines, I agree to allow the public body a reasonable time to process my request. I further understand that if I withdraw my request after the City has begun work on the request, I will be responsible for all costs incurred by the City of Clare up until the point of withdrawal.

You may access the City of Clare's Freedom of Information Act Procedures and Guidelines and summary at www.cityofclare.org/FOIA

Dana T. Ballou
SIGNATURE

3-24-2025
DATE

OFFICE USE ONLY		DATE RECEIVED: <u>03/24/2025</u>	RECEIVED BY: <u>[Signature]</u>
FINAL ACCOUNT:			
COST: IN ADVANCE (OVER \$50.00)		MAILING COSTS	_____
ESTIMATE	_____	LABOR	_____
- 50%	_____	COPIES @ _____ per page	_____
AMOUNT DUE \$	_____	TOTAL	_____
DATE AVAILABLE:	_____	(-) DEPOSIT	_____
COMPLETED BY:	_____	BALANCE DUE	\$ _____

The City of Clare is an Equal Opportunity Provider and Employer





March 24, 2025

City of Clare Building Department

Subject: Freedom of Information Act (FOIA) Request/File Review Request
10240 South Clare Avenue (Big Boy)
Parcel ID#: 051-027-200-38
AEI Project No. 507805

To Whom It May Concern:

Please accept this request for any information/documentation/files with your department regarding the above-referenced subject property.

AEI Consultants is currently conducting a Phase I Environmental Site Assessment for the property. The current ASTM E1527 Standard Practice for Environmental Site Assessments requires a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items:

- Available permits, licenses, and certificates of occupancy (including oldest historical records) OR permit summary (date, type of permit, applicant/tenant)
(NOTE: upon review of a permit summary, we may request review of individual permits)
- Construction date(s) [current building(s), and previous building(s) if applicable]
- List of tenants which have occupied the subject property
- Permits of environmental concern (e.g., petroleum storage tanks, septic systems, oil/water separators)
- Oldest and most recent maps and site layout plan of the subject property (if available)
- Records of any major environmental violations or significant complaints registered against the subject property

Please indicate if older historical records have been archived and require additional fees for retrieval.

Feel free to call (248-933-7045) or email (tkohne@aeiconsultants.com) me to discuss the file information or if you require further information. Thank you for your time and attention regarding this matter.

Respectfully,

Trevor Kohne
248-933-7045
27700 Cordoba Drive, Apt. 2310
Farmington Hills, MI 48334
tkohne@aeiconsultants.com

<input type="checkbox"/> No files were discovered for the addresses listed herein.
Name: _____
Title: _____
Phone: _____
Date: _____



March 24, 2025

City of Clare Planning Department

Subject: Freedom of Information Act (FOIA) Request/File Review Request
10240 South Clare Avenue (Big Boy)
Parcel ID#: 051-027-200-38
AEI Project No. 507805

To Whom It May Concern:

Please accept this request for any information/documentation/files with your department regarding the above-referenced subject property.

AEI Consultants is currently conducting a Phase I Environmental Site Assessment for the property. The current ASTM E1527 Standard Practice for Environmental Site Assessments requires a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items:

- Building permit history (including recent, historical, and archived records);
- Other relevant information regarding historical development and former use/occupancy at the subject property; and/or
- Environmental property use limitations/restrictions related to contamination and/or other environmental conditions at the subject property (e.g., environmental deed restrictions, groundwater use restrictions, methane zones)

Please call (248-933-7045) or email (tkohne@aeiconsultants.com) me to discuss the file information or if you require further information. Thank you for your time and attention regarding this matter.

Respectfully,

Trevor Kohne
248-933-7045
27700 Cordoba Drive, Apt. 2310
Farmington Hills, MI 48334
tkohne@aeiconsultants.com

<input type="checkbox"/> No files were discovered for the addresses listed herein.
Name: _____
Title: _____
Phone: _____
Date: _____



March 24, 2025

City of Clare Fire Department

Subject: Freedom of Information Act (FOIA) Request/File Review Request
10240 South Clare Avenue (Big Boy)
Parcel ID#: 051-027-200-38
AEI Project No. 507805

To Whom It May Concern:

Please accept this request for any information/documentation/files with your department regarding the above-referenced property.

AEI Consultants is currently conducting a Phase I Environmental Site Assessment for the property. The current ASTM E1527 Standard Practice for Environmental Site Assessments requires a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items:

- Records of fire inspections at the subject property;
- Records regarding petroleum product and/or hazardous substance usage/storage at the subject property (i.e., permits, inspections, hazardous materials business plans, SPCC plans, maps, site plans, chemical inventories);
- Records regarding aboveground storage tank (AST) and/or underground storage tank (UST) systems at the subject property;
- Records of hazardous substance and/or petroleum product releases, contamination or other known environmental concerns which may have affected the subject property; and/or
- Records of significant fires that may have used AFFF/Class B firefighting foams at the subject property.

NOTE: we are interested in both current and historical records pertaining to the items listed above.

Please call (248-933-7045) or email (tkohne@aeiconsultants.com) me to discuss the file information or if you require further information. Thank you for your time and attention regarding this matter.

Respectfully,

Trevor Kohne
248-933-7045
27700 Cordoba Drive, Apt. 2310
Farmington Hills, MI 48334
tkohne@aeiconsultants.com

<input type="checkbox"/> No files were discovered for the addresses listed herein.
Name: _____
Title: _____
Phone: _____
Date: _____

Diane Lyon

From: mknaack caladanduedilligence.com <mknaack@caladanduedilligence.com>
Sent: Tuesday, March 25, 2025 11:48 PM
To: Diane Lyon
Subject: Request for Information: Big Boy, 10240 S Clare Ave, Clare, MI-RFI-BLDG-507805

Dear Building Official,

I am seeking information regarding the property referenced above. Please review the questions regarding this site below and return the answers along with any documentation you may have at your earliest convenience, I thank you in advance for all your help on this matter.

Subject: Official Request for Information

Reference: Project# 507805

PIN: 051-027-200-38

Dear Building Department Officer:

CALADAN CONSULTING, LLC is a consulting firm acting pursuant to the request of the owners of the subject facility to conduct an investigation of current and historical conditions which could potentially impact the condition of this property. CALADAN CONSULTING, LLC respectfully requests available information at the building department related to potential issues concerning the referenced facility, or recent violations within the past year from the date of this letter. Specifically, please conduct a search of your files, as they relate to past or present violations of the Building Department. Please provide any information related to the subject facility in conjunction with the following topics or areas of concern:

- Copies of any existing Building Code violations on file
- Copy of the original Certificate of Occupancy
- Notices of Historical Building Registry
- Notices of Condemnation or Stop Work/ Use orders.

Please include the CALADAN CONSULTING, LLC Project # 507805 on all correspondence forwarded to our offices. Any written responses should be sent to my attention at mknaack@caladanduedilligence.com

CALADAN CONSULTING, LLC appreciates your efforts in responding to this request. Should you have any questions or concerns, please contact me with the information listed below.

Best Regards,

Mandy Knaack | Lead Project Coordinator

Caladan Consulting, LLC

mknaack@caladanduedilligence.com

708.300.5576

Diane Lyon

From: Clemmons Barbie <wordpress@shumakergroup.com>
Sent: Wednesday, March 26, 2025 9:52 AM
To: info
Subject: City of Clare Contact Form Submission - Barbie

Name

Barbie Clemmons

Address

1750 E. Bellows
Mt. Pleasant, MI 48858
[Map It](#)

Daytime Phone

Email

bclemmons@pacecmi.org

How do you prefer to be contacted?

Email

How can we assist you?

Hi,

My name is Barbie Clemmons. I am the HR Generalist at PACE Central Michigan. I am reaching out to you for assistance in obtaining a copy of a police report, #2503120026. This incident involved a former employee, who was employed at the time of this incident and involved one of our Participants. This report is needed for our Quality Manager for reporting.

Any assistance you can provide will be greatly appreciated. Thank you.

Diane Lyon

Subject: FW: New submission from Request for Examination or Copy of Records (FOIA)

From: FOIA@cityofclare.gov <FOIA@cityofclare.gov>

Sent: Sunday, March 30, 2025 3:39 PM

To: FOIA <FOIA@cityofclare.gov>

Subject: New submission from Request for Examination or Copy of Records (FOIA)

Requestor Information

Name

Morgan Leal

Birth Year

1,995

Street Address

1840 N farmer road

City

Sanford

State

Michigan

Zip Code

48657

Daytime Phone:

(989) 488-0890

Email

mlcassiday@gmail.com

Request Information

Date/Time of Incident:

02/26/2025

Type of Incident:

Felony Gun Charges

Location of Incident:

Clare, MI - Jays Sporting Goods

I am requesting the following record(s):

Records for case: 2025-25-0324-FY
STATE OF MICHIGAN V CHARBONNEAU
Where the following charges were given:

WEAPONS-FIREARMS-POSSESSION BY PROHIBITED PERSON (750224F-A)
WEAPONS-FELONY FIREARM (750227B-A)
Requesting the Police Reports on this case/incident

I am requesting the above record(s) for:

Inspection

TRAN: 3210349152

REQUEST FORM

LexisNexis*
P.O. BOX 740025
ATLANTA, GA 30374-0025
TOLL FREE PHONE
1.800.934.9698
TOLL FREE FAX
1.800.934.6449
EMAIL REPORTS TO
cru.incoming@lexisnexisrisk.com

Agency Info

Date of Occurrence 03/11/2025
Report/Case # 2503110036
Type of Report Auto Accident
Agency Name CLARE PD



Vehicle Info

VIN
Car Tag Tag State
Make Year

Precinct or District
City of Loss CLARE
County of Loss CLARE State MI
Location of Loss 10461 S CLARE AVE
Additional Info

Involved Parties

Insured Party O'REILLY AUTO PARTS
Date of Birth SS#
Driver's License License State
Driver #2
Driver #3

Search Results

- Report Attached - Cost # of Pages (Incl Req Form)
No Report Found - Possible Jurisdiction
No Report Written - Log Entry or Driver Exchange Only
Report Not Ready - Reason
Report Not Releasable - Reason
Comments



*This request may include confidential information. As an entity authorized to receive this information you agree that after responding to LexisNexis you will appropriately protect this information against any unauthorized reading, distribution, copying or other use. If you do not have a report for this request, please return this form to LexisNexis and then immediately destroy any copies.

LexisNexis Internal Use Only Below This Line

OREILLY1

Laurie Jackson

From: FOIA@cityofclare.gov
Sent: Wednesday, April 2, 2025 2:55 PM
To: FOIA
Subject: New submission from Request for Examination or Copy of Records (FOIA)

Requestor Information

Name

Camden Anderson

Birth Year

2,005

Street Address

12189 Minx Rd

City

Lasalle

State

Michigan

Zip Code

48145

Daytime Phone:

(734) 625-6018

Email

Caanderson@langan.com

Request Information

Date/Time of Incident:

Any

Type of Incident:

Any

Location of Incident:

580 Industrial Drive

I am requesting the following record(s):

Langan Engineering is conducting a Phase I Environmental Site Assessment (ESA) of the property located at 580 Industrial Drive, Isabella County, Clare, Michigan 48617. The property is also identified as Clare County parcel IDs 18-002-10-013-20, 18-002-20-015-00, and 18-002-30-016-00. In support of our Phase I ESA, Langan is requesting any information or copies of files regarding environmental conditions at the site, such as environmental reports, environmental permits, building permits, notices of violations, spill/discharge incidents, storage or disposal of hazardous substances, Underground Storage Tanks (USTs) or Aboveground Storage Tanks (ASTs), Leaking Underground Storage Tanks (LTANKs), asbestos abatement, PFAS production/storage, fire response, aqueous film-forming foam (AFFF) usage, biosolids applications, and any other environmental reports that your department may have.

I am requesting the above record(s) for:

Inspection



Where the north begins at the crossroads of Rt 10 and 127.

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

March 31, 2025

DENIAL OF REQUEST FOR PUBLIC RECORD

Morgan Leal
1840 N Farmer Rd
Sanford, MI 48657

Tel: (989) 488-0890
mlcassiday@gmail.com

RE: **FOIA Request #2025-031 via email dated 03/30/2025. Records Case: 2025-25-0324-FY**
 Your request as described is denied because it does not exist.

NOTICE: This correspondence constitutes a certification that the public records, as indicated, do not exist. You have the right to appeal this denial to the City Manager in writing that specifically states the word "APPEAL" and indicates the reason or reasons for reversal of the denial, or seek judicial review in the Circuit Court within 180 days of a final determination to deny a request. If the Court determines a public record is not exempt from disclosure, it shall order its release or production. The burden of proof in Court is on the public body. If the Court determines that the public body has been arbitrary and capricious in not disclosing a public record, it may award, in addition to actual and compensatory damages, punitive damages not exceeding \$500.00

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.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
FOIA Coordinator or Authorized Representative

March 30, 2025
Date Denial Approved

The City of Clare is an Equal Opportunity Provider and Employer





CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

April 2, 2025

CITY HALL

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

Trevor Kohn
AEI Consultants
27700 Cordoba Dr., Apt. 2310
Farmington MI 48334

(248) 933-7045

tkohne@aeiconsultants.com

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

RE: 2025-028 Public Records Request-10240 S. Clare Ave., Clare MI current and historical environmental records, building, construction, permits, CofO, violations, complaints, etc.

Dear Mr. Kohn:

UTILITY BILLING

Ph 989.386.7541 x201

This letter is in response to your Public Records Request dated March 24, 2025. Your request for records from the City of Clare, Michigan is hereby granted in part. All available records will be released to you upon receipt of deposit.

W/WWT PLANT

Ph 989.386.2321
Fx 989.386.2387

Pursuant to MCL 15.234 and the City of Clare's FOIA policy, a public body may charge a fee for labor associated with fulfilling a Freedom of Information Act request when failure to do so will result in unreasonably high costs to the public body that are excessive and beyond the normal or usual amount for those services compared to the public body's usual FOIA requests.

POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121
Fx 989.386.0440

To process your request, the City of Clare estimates a FOIA processing fee of **\$381.10** to search for, retrieve, review, separate, examine material, and copy the requested records.

FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151
Fx 989.386.3020

Pursuant to MCL 15.234(8) a public body may require a 50% good-faith deposit if the entire fee estimate exceeds \$50.00. Accordingly, the City of Clare requires a deposit in the amount of **\$190.55**. Pursuant to MCL 15.234(14) this deposit must be received by Monday, May 19, 2025, otherwise this request will be considered abandoned, and the City of Clare will not be required to fulfill the request. Under Section 10a of the Freedom of Information Act, you have the right to appeal the fee to the head of the public body. Upon receipt of the deposit, we will begin locating and compiling the requested records and will contact you via email or at the telephone number you provided to notify you of when the requested records will be available. The City of Clare estimates a processing time of 10 business days after receipt of payment.

**PARKS &
RECREATION**
Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT

Ph 989.386.0445
Fx 989.386.4508

Sincerely,

Diane M. Lyon
Clare City Clerk & FOIA Coordinator





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



CITY TREASURER
CITY OF CLARE, CLARE COUNTY
202 W. 5TH STREET
CLARE, MI 48617

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
DTE GAS COMPANY
CASE NO. U-21837**

- DTE Gas Company requests Michigan Public Service Commission's approval for Reconciliation of its Revenue Decoupling Mechanism (RDM) for the Period January 1, 2024 through November 20, 2024.
- The information below describes how a person may participate in this case.
- You may call or write DTE Gas Company One Energy Plaza, Detroit, MI 48226, (800) 477-4747, for a free copy of its application. Any person may review the documents at the offices of DTE Gas Company or on the Commission's website at: <https://mipsc.my.site.com/s/>.
- A pre-hearing will be held:

DATE/TIME: Tuesday, April 22, 2025 at 9:00 AM

BEFORE: Administrative Law Judge Christopher S. Saunders

LOCATION: Video/Teleconference

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate or who are seeking access to the video/teleconference should contact the Administrative Law Judge's secretary at (517) 284-8130 or by email at LARAMOHR-PSC@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider DTE Gas Company's (DTE Gas) January 28, 2025 application requesting the Commission to: 1) authorize DTE Gas to reconcile the Revenue Decoupling Mechanism (RDM) for the period January 1, 2024 through November 20, 2024 as proposed; 2) authorize DTE Gas to credit a net amount of \$10.55 million, plus interest to customers over a one-month period on a per customer charge basis; 3) authorize DTE Gas to include any residual balance resulting from an over- or under-collection, or over- or underrefund in subsequent RDM reconciliation filings as proposed; and 4) grant DTE Gas other and further relief as is just and reasonable.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: <https://mi-psc.my.site.com/s/>. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by April 15, 2025. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon DTE Gas Company's attorney, Carlton D. Watson, One Energy Plaza, 1650 WCB, Detroit, MI 48226.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process for participating in the hearing.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of their wish to make a statement of position. Mich Admin Code, R 792.10413 (Rule 413).

Any person wishing to file a public comment may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-21837. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917.

All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Executive Secretary at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Administrative Hearing Rules of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106(2), (3), (4), (5), (6), and (7); R 792.10121; and R 792.10401 through R 792.10448.

U-21837



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

CITY HALL

Ph 989.386.7541

Fx 989.386.4508

www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

CITY OF CLARE PUBLIC NOTICE

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

The City Commission of Clare will hold a public hearing on Monday, June 2, 2025, at 6:00 p.m. at Clare City Hall, 202 W Fifth Street, to receive public comments pertaining to the approval of the Single Lot Assessment Roll for 2024 delinquent accounts. A copy of the assessment roll is available for review in the Clerk's office, Monday through Thursday, 7:00 a.m. to 5:30 p.m. Written and verbal comments will be accepted until 4:00 p.m. on the date of the meeting 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.

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Diane Lyon
Clare City Clerk





CITY OF CLARE

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Manager x102

Assessor x103

Clerk x106

Treasurer x107

CITY OF CLARE PUBLIC NOTICE

The City of Clare Planning Commission will hold a public hearing on Wednesday, April 9, 2025, 5:30 p.m., at Clare City Hall, 202 West Fifth Street, Clare, Michigan, to receive public comment pertaining to a proposed site plan application by SPA Properties, LLC, to build a 103,859 sq. ft. logistics facility on Industrial Parkway, south of Alro Steel and east of SR45 Holdings, LLC. The Planning Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk no later than 4:00 p.m. on the hearing date. A copy of the site plan application is available for review at Clare City Hall. *The City of Clare is an equal opportunity provider and employer.*

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

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Ph 989.386.7541 x213

Fx 989.386.4508

AIRPORT

Ph 989.386.0445

Fx 989.386.4508



Diane Lyon
Clare City Clerk





PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/19/2025 - 04/07/2025 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID BANK CODE: CONSO

VENDOR	VENDOR ID	INVOICE #	DESCRIPTION	Date Paid	AMOUNT
CONSUMERS ENERGY	1031	20225481102	209 W 4TH ST (01/28-02/26/25)	03/21/2025	9.19
CONSUMERS ENERGY	1031	20563633796	48617 LED LIGHT RD (02/01/25-02/28/25)	03/25/2025	2,349.07
CONSUMERS ENERGY	1031	20652595182	TRAFFIC LIGHTS (02/01/25-02/28/25)	03/25/2025	7.00
CONSUMERS ENERGY	1031	20652595182	STREET LIGHTS (02/01/25-02/28/25)	03/25/2025	706.86
CONSUMERS ENERGY	1031	20332268441	40 CONSUMERS ENERGY PKWY (02/03/25-03/26/25)	03/26/2025	100.20
CONSUMERS ENERGY	1031	20376762716	40 CONSUMERS ENERGY (02/03/25-03/26/25)	03/26/2025	123.58
CONSUMERS ENERGY	1031	20189883156	10725 S EBERHART (02/02/25-03/03/25)	03/26/2025	286.73
CONSUMERS ENERGY	1031	20189883156	10843 S EBERHART AVE (02/03/25-03/26/25)	03/26/2025	29.01
CONSUMERS ENERGY	1031	20661494714	10807 S EBERHART (02/03/25-03/03/25)	03/26/2025	33.00
CONSUMERS ENERGY	1031	20376762717	4715 COLONVILLE RD (02/03/25-03/03/25)	03/26/2025	347.04
CONSUMERS ENERGY	1031	20617020878	4565 E COLONVILLE RD (02/03/25-03/26/25)	03/26/2025	47.11
CONSUMERS ENERGY	1031	20705939921	11175 S EBERHART AVE (02/04/25-03/31/25)	03/31/2025	7,006.94
CONSUMERS ENERGY	1031	20714791690	305 MAPLE ST (02/04/25-03/04/25)	03/31/2025	5,959.09
NORDFLIGHT LLC	7263	APR 2025	AIRPORT MANAGER SERVICES APR 20		2,600.00
UNITED STATES TREASURY	3638	38-6004529	38-6004529 TAX PERIOD MAR. 31, 03/20/2025		2,899.15
UNITED STATES TREASURY	3638	38-6004529	38-6004529 TAX PERIOD DEC. 31, 03/20/2025		108.64
UNITED STATES TREASURY	3638	38-6004529	38-6004529 TAX PERIOD SEP. 30, 03/20/2025		7,623.39
					30,236.00



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 04/08/2025 - 04/21/2025 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
ABC FASTENER GROUP, INC	A578167	GR8 HHCS, HEX NUTS, WASHERS,	04/08/2025	04/08/2025	48.47
ACE HARDWARE	104462	AAA BATTERIES - WTP	04/08/2025	04/08/2025	17.99
AERZEN USA CORPORATION	SEPI-25-00136	SPARE PARTS-FILTER SILENCER	04/08/2025	04/08/2025	3,892.10
AERZEN USA CORPORATION	SEPI-25-00132	REFURBISHMENT GM35S SN 1022640	04/08/2025	04/08/2025	8,042.22
AMAZON CAPITAL SERVICES	1YJW-VWG7-HHQ	OFFICE CHAIR-	04/08/2025	04/08/2025	144.18
AMAZON CAPITAL SERVICES	1XRR-7QFC-GYN	SELF INKING DATE STAMP - CLEF	04/08/2025	04/08/2025	9.70
AMAZON CAPITAL SERVICES	1H67-GKDD-NKJ	METAL STORAGE CABINET W/KEYS-	04/08/2025	04/08/2025	98.99
AMAZON CAPITAL SERVICES	16NQ-RRJR-7VV	(25) YELLOW PONCHOS - PD	04/08/2025	04/08/2025	394.74
ATCO INTERNATIONAL	I0641356	FLOOR SWEEP GRIT - WWTP/WWT	04/08/2025	04/08/2025	243.82
AWOL, INC	MAR 2025	JANITORIAL SERVICES: MAR 2025	04/08/2025	04/08/2025	3,716.67
BEEMAN, TRUE	OVERPYMT OF D	UB deposit refund for account	04/08/2025	04/08/2025	100.00
BS & A SOFTWARE	158372	SPECIAL ASSESSMENT (02/01/25-	04/08/2025	04/08/2025	315.00
CLARE AUTOMOTIVE, INC	100531100618	BLK MAG TIRE WET - FD	04/08/2025	04/08/2025	27.98
CLARE AUTOMOTIVE, INC	100531100263	ROCKER & LENS - FD	04/08/2025	04/08/2025	20.99
CLARE AUTOMOTIVE, INC	100531099971	MICRO-V BELTS (#8) - DPW	04/08/2025	04/08/2025	63.89
CLARE AUTOMOTIVE, INC	100531100531	BATTERY (#5) - DPW	04/08/2025	04/08/2025	128.95
CLARE AUTOMOTIVE, INC	100531100482	DOOR LATCH (#97) - DPW	04/08/2025	04/08/2025	63.09
CLARE AUTOMOTIVE, INC	100531100355	HD V BAND CLAMP (#20) - DPW	04/08/2025	04/08/2025	44.26
CLARE AUTOMOTIVE, INC	100531100350	INT DOOR HANDLE (#97) - DPW	04/08/2025	04/08/2025	109.99
CLARE COUNTY COMMUNITY	MAY 2025	CODE ENFORCEMENT SERVICES: MA	04/08/2025	04/08/2025	1,500.00
CLARE COUNTY SHERIFF DE	03182025	REIMBURSEMENT MODEMS, CELL PH	04/08/2025	04/08/2025	497.92
CLARE HARDWARE	461800	NUTS, BOLTS, FASTENERS - AIRF	04/08/2025	04/08/2025	1.96
CLARE HARDWARE	461980	LEATHER GLOVES (5XL, 5LG, 5ME	04/08/2025	04/08/2025	119.85
CLARE HARDWARE	461758	EMT CONDUIT, BOX AND COVER, 1	04/08/2025	04/08/2025	62.91
CLARE HARDWARE	462135	GFCI OUTLET, EMT CONNECTOR, E	04/08/2025	04/08/2025	23.47
COYNE OIL CORP	1445762	PC DURON SHP 10W30 (5GAL) PAI	04/08/2025	04/08/2025	173.50
COYNE OIL CORP	1449861	(2) PC ENDURATEX EP 220 (5 GA	04/08/2025	04/08/2025	204.76
DOG WASTE DEPOT	754625	DOG WASTE ROLL BAG-20 ROLL CA	04/08/2025	04/08/2025	163.77
ETNA SUPPLY	S106162448.00	PJA4-13-NL -3/4" PJ-CTS ASSEM	04/08/2025	04/08/2025	732.00
ETNA SUPPLY	S106172033.00	FERNCO FLEX COUPLING 6IN (STC	04/08/2025	04/08/2025	135.00
ETNA SUPPLY	S106169374.00	CONCRETE 2 ADJUSTING RING W/H	04/08/2025	04/08/2025	165.00
ETNA SUPPLY	S105918360.00	QUICK JOINT ASSEMBLY-WTP	04/08/2025	04/08/2025	57.45
ETNA SUPPLY	S106032610	SENSUS HET TRANSMITTER REF#08	04/08/2025	04/08/2025	565.00
FAMILY FARM & HOME	5490/24	HOSE WALL MOUNT, CLEANING CLC	04/08/2025	04/08/2025	43.96
FAMILY FARM & HOME	005511/Q	SPRAYER PUMP (FLOWER WATERING	04/08/2025	04/08/2025	149.99
FAMILY FARM & HOME	005497/Q	FOOT, JACK 8.5", ZINC (TRAILE	04/08/2025	04/08/2025	24.99
FASTENAL COMPANY	MIMTP137180	(48) 125 CT TISSUE - WTP	04/08/2025	04/08/2025	83.35
FERGUSON ENTERPRISES LI	0282592	1/2 BLNK MTR SEAL 500/BAG, 1	04/08/2025	04/08/2025	323.42
FOLKERT, DEIDRE	04/01/2025	UB refund for account: MAPL-C	04/08/2025	04/08/2025	10.62
FOUR SEASONS EXTERMINA	454350	MONTHLY PEST SERVICE (PD): MA	04/08/2025	04/08/2025	125.00



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 04/08/2025 - 04/21/2025 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
GEI CONSULTANTS, INC	025024781	PROF SRVS 02/01-02/28/25 LAKE	04/08/2025	04/08/2025	39,178.43
GOURDIE-FRASER, INC.	2435102	RPF OIL CO - WTR, SWR, STRM,	04/08/2025	04/08/2025	625.00
GOURDIE-FRASER, INC.	2309708	ALDI - WTR, SWR EXT ESCROW (C	04/08/2025	04/08/2025	1,545.00
GOURDIE-FRASER, INC.	2225322	'22 WTR SYSTEMS IMPROVEMENTS,	04/08/2025	04/08/2025	6,150.00
GRAINGER	9426166881	GASKET SHEET, 1/64" THICK, 24	04/08/2025	04/08/2025	19.39
GRAINGER	9448105792	CONSUMERS ENERGY INCENTIVE	04/08/2025	04/08/2025	-125.54
GRAINGER	9421206633	GASKET SHEETS - WWTP	04/08/2025	04/08/2025	101.22
GRAINGER	9422273574	STORAGE CABINET - GRAY - WWT	04/08/2025	04/08/2025	305.08
HACH COMPANY	14396789	SPECTROPHOTOMETER W/RFID, RCC	04/08/2025	04/08/2025	711.00
HAMILTON ELECTRIC CO IN	0064745	RECONDITIONING:OEM: TOSHIBA,	04/08/2025	04/08/2025	1,400.00
IDEXX DISTRIBUTION CORP	3171601671	SAMPLE VESSELS, GAMMA IRRAD C	04/08/2025	04/08/2025	1,915.85
JARED STOTZEL	03142025-JS	REINBURSEMENT MEALS - SALVAGE	04/08/2025	04/08/2025	30.42
JOSH MILLER	03172025-JM	REINBURSEMENT: SAFETY SHOES -	04/08/2025	04/08/2025	31.25
KENNEDY INDUSTRIES, INC	645846	FLYGT PUMP 3102.070-REPAIR -	04/08/2025	04/08/2025	10,750.00
KESSLER EQUIPMENT COMP	3418	ANNUAL INSPECTIONS - DPW	04/08/2025	04/08/2025	820.00
MACQUEEN EQUIPMENT, LLC	P28666	SENSOR-INDUCTIV J013224- 2 WI	04/08/2025	04/08/2025	147.92
MACQUEEN EQUIPMENT, LLC	P28686	FUEL TANK & SHIPPING (#37) -	04/08/2025	04/08/2025	1,901.14
MAURER'S TEXTILE RENTA	2981960	YODER UNIFORMS - DPW	04/08/2025	04/08/2025	38.85
MAURER'S TEXTILE RENTA	2984803	YODER UNIFORMS - DPW	04/08/2025	04/08/2025	38.85
MAURER'S TEXTILE RENTA	2979245	YODER UNIFORMS - DPW	04/08/2025	04/08/2025	38.85
MICHIGAN ASSESSING COAI	182	ASSESSING SERVICES:APRIL 2025	04/08/2025	04/08/2025	3,750.00
MICHIGAN CONFERENCE OF	05012025	HEALTH INSURANCE: MAY 2025	04/08/2025	04/08/2025	49,787.75
MICHIGAN MUNICIPAL LEAC	4909207	PAYROLL AUDIT 07/01/23-07/01/	04/08/2025	04/08/2025	586.00
NATIONAL INSURANCE SERV	1686000	APR '25 LIFE/ADD/STD/INSURANC	04/08/2025	04/08/2025	2,375.80
PAT HUMPHREY	04082025-PH	ELECTRONIC COMMUNICATION SERV	04/08/2025	04/08/2025	25.00
PITNEY BOWES, INC	1027186530	RED INK - DM100I (2) - POSTAG	04/08/2025	04/08/2025	182.58
PRINTING SYSTEMS INC	237518	AV BALLOT RETURN ENVELOPES (5	04/08/2025	04/08/2025	168.20
QUILL CORPORATION	43326497	CYBERPOWER STANDBY SERIES 625	04/08/2025	04/08/2025	118.98
RENEE WARNER	08172024 PK R	REFUND PAVILION DEPOSIT: SM S	04/08/2025	04/08/2025	25.00
ROBERT BONHAM	04082025-RB	ELECTRONIC COMMUNICATION SERV	04/08/2025	04/08/2025	25.00
SEITER BROTHERS LUMBER	116458	4X4-8' TREATED - DPW	04/08/2025	04/08/2025	24.50
STAPLES	6027246234	WAVE 3D CUCUMBR MELON URINAL	04/08/2025	04/08/2025	20.94
STAPLES	602724235	1-PLY TP (5), 1 GAL SOAP (5)	04/08/2025	04/08/2025	262.75
STAPLES	6027415192	BLK GLOVES XXL - PARKS	04/08/2025	04/08/2025	52.76
SUMMIT FIRE PROTECTION	3092997	ANNUAL INSPECTIONS(15 EXTINGU	04/08/2025	04/08/2025	339.00
SUMMIT FIRE PROTECTION	3108898	ANNUAL FIRE EXT. INSPECTIONS	04/08/2025	04/08/2025	722.50
SUMMIT FIRE PROTECTION	3108905	ANNUAL FIRE EXT. INSPECTIONS	04/08/2025	04/08/2025	29.25
SUMMIT FIRE PROTECTION	3108948	FIRE EXTINGUISHER ANNUAL INSP	04/08/2025	04/08/2025	364.25
THE ROSSOW GROUP	40925-7	BASIC FOIA TRNG (JACKSON)	04/08/2025	04/08/2025	205.00



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 04/08/2025 - 04/21/2025 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
TRACE ANALYTICAL LABOR	5030427	PROJECT: CITY OF CLARE 3/6/25	04/08/2025	04/08/2025	319.00
TRACE ANALYTICAL LABOR	5030299	MONTHLY SAMPLING 03/06/25 (30	04/08/2025	04/08/2025	47.50
USA BLUE BOOK	INV00587285	ARSENIC-FREE REAGENT, PHOSPHA	04/08/2025	04/08/2025	266.35
VC3 INC	VC3-193323	MARCH BILLING - MICROSOFT LIC	04/08/2025	04/08/2025	20.00
VERIZON WIRELESS	6107974805	WWT AFTER HRS PHONE AND CELL	04/08/2025	04/08/2025	581.79
WIELAND TRUCKS	102067C	CAB4 - ELB MA (#37) DPW	04/08/2025	04/08/2025	38.26
WIELAND TRUCKS	102085C	SHOP PIGTIL (#8) -DPW	04/08/2025	04/08/2025	17.82
WILLIAMS & WORKS	100040	GROUNDWATER MAPPING AND WATEF	04/08/2025	04/08/2025	4,326.00
WILLIAMS & WORKS	99975	SERVICES: LOCAL LIMITS STUDY	04/08/2025	04/08/2025	490.00
WINN TELECOM	04012025	PHONE & COMMUNICATIONS: APR '0	04/08/2025	04/08/2025	2,712.44
WITBECK'S FAMILY FOODS	00437067	VINEGAR, C BATTERIES - WWTP	04/08/2025	04/08/2025	16.98

Open Payables Total: 156,171.06

Paid Payables Total: 30,236.00

CITY COMMISSION APPROVAL:

Grand Total: 186,407.06

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: April 2, 2025
RE: *Professional & Education Training Opportunities

For the Agenda of April 7, 2025.

***Note: 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 this 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 Clare City Commission agenda April 7 of 2024.**

Commissioners are encouraged to attend educational and training events. Please submit the attached Professional Development Training Request to the City Clerk if you are interested in attending any educational or training event(s).

1. Michigan Municipal League Upcoming Events. The MML also provides many opportunities for training and professional development to include a vast selection of webinars available for viewing. The current offerings are attached for review & consideration.
2. American Planning Association-Michigan Chapter. The Michigan APA likewise offers training sessions and onsite workshops for city officials. If you are interested in having the city host an onsite workshop, please contact the City Clerk. The most current opportunities for professional development are attached for your consideration.

Attachments: as outlined above.

Clearly another way of life.



CITY OF CLARE
Professional Development Training Request

Today's Date: _____

Your Name & Title: _____

Name of Training Event: _____

Location of Training Event: _____

Date(s) & Times of Training Event: _____

If you are required to sign up for break-out sessions, which break-out sessions & times would you like to attend:

Do you have and special food requirements (if the event is serving food)?

Will you need a city vehicle to attend this event? Yes No
(If the answer is no, a mileage reimbursement form will be provided)

Will you need overnight accommodations? Yes No

Do you have special needs regarding accommodations? _____

Please return this completed form to: Diane Lyon, City Clerk
202 W. Fifth St.
Clare, MI 48617
Or you may email the form to: dlyon@cityofclare.gov



Education & Events

HOME | **EVENTS**

Events Calendar

Upcoming ▾

APRIL 2025

MON
14

LEAGUE VIRTUAL EVENT | APRIL 14 @ 12:00 PM - 1:00 PM

Live with the League – Canceled

Join the League’s State and Federal Affairs team on second and fourth Mondays for a Facebook live show where we will discuss what’s happening in Lansing at the state level and other legislative updates.



Free

MON
28

LEAGUE VIRTUAL EVENT | APRIL 28 @ 12:00 PM - 1:00 PM

Live with the League

Join the League's State and Federal Affairs team on second and fourth Mondays for a Facebook live show where we will discuss what's happening in Lansing at the state level and other legislative updates.

[Register today](#)

Free

MAY 2025

MON
12

LEAGUE VIRTUAL EVENT | MAY 12 @ 12:00 PM - 1:00 PM

Live with the League

Join the League's State and Federal Affairs team on second and fourth Mondays for a Facebook live show where we will discuss what's happening in Lansing at the state level and other legislative updates.

[Register today](#)

Free



Join us for a transformative experience at the Elected Officials Academy (EOA) Core Summit, a premier training seminar designed to empower local elected officials with the foundational knowledge, skills, and strategies needed to navigate the dynamic landscape of public service. This summit is your gateway to a comprehensive curriculum that ...

[Register today](#)

FRI
16

LEAGUE MAY 16 @ 4:30 PM - MAY 17 @ 3:00 PM

COURTYARD BY MARRIOTT BAY CITY 2 E MAIN ST, BAY CITY, MI, MI, UNITED STATES

Elected Officials Academy Spring Advanced Summit

Elevate your leadership journey with the Elected Officials Academy (EOA) Advanced Summit, an exclusive opportunity for elected officials committed to furthering their expertise beyond the Core Summit. Building on the solid foundation established in the Core Summit, the Advanced Summit offers rotating themes, ensuring officials access fresh content on various ...

[Register today](#)

MON
26

LEAGUE VIRTUAL EVENT | MAY 26 @ 12:00 PM - 1:00 PM



happening in Lansing at the state level and other legislative updates.

Register today

Free

SEPTEMBER 2025

**WED
17**

SEPTEMBER 17 @ 8:00 AM - SEPTEMBER 19 @ 5:00 PM

AMWAY GRAND PLAZA 187 MONROE AVE NW, GRAND RAPIDS, MI, UNITED STATES

Convention



**Convention
2024**

**Convention 2024
- Awards**

CapCon 2024

**CapCon 2024 -
Awards**

We love where you live.

Contact

info@mml.org

734.662.3246

Locations

Headquarters

1675 Green Rd.

Ann Arbor, MI 48105

Capital Office





American Planning Association
Michigan Chapter

Creating Great Communities for All

Upcoming Events

April 2025

[Floodplains 101: What you need to know about floodplains in your community](#)

Tue
15
2025

April 15, 2025
10:00AM - 11:30AM EDT

EGLE Local Leaders Webinar Series

Virtual

[view event details](#) ▶

[The Housing Element of a Master Plan Webinar](#)

Thu
24
2025

April 24, 2025
3:00PM - 4:30PM

Virtual

[view event details](#) ▶

[CEDAM Real Estate Development Boot Camp](#)

Mon
28
2025

April 28 - May 2, 2025

Detroit Food Commons, 8324 Woodward Ave, Detroit, MI 48202

CEDAM's Real Estate Development Boot Camp is a multi-part training program designed to give you the tools needed to develop affordable housing in your community.

[view event details](#) 

Inland Lakes: What you need to know and how EGLE regulates construction projects

Tue
29
2025

April 29, 2025
10:00AM - 11:00AM EDT

EGLE Local Leaders Webinar Series

Virtual

[view event details](#) 

May 2025

Bike and Roll to School Day (BR2SD)

Wed
7
2025

May 7, 2025

[view event details](#) 

MAP's Upper Peninsula Academy

Wed
14
2025

May 14, 2025
8:30AM - 4:00PM EDT

Northern Michigan University (Marquette)

[view event details](#) 

Spring Institute

Tue
20
2025

May 20, 2025
8:30AM - 4:30PM EST

East Lansing Marriott

[view event details](#) 

Onsite Septic Systems and Septic Replacement Loan Program

Wed
21
2025

May 21, 2025
10:00AM - 11:00AM EDT

EGLE Local Leaders Webinar Series

Virtual

[view event details](#) 

Missing Middle Housing Webinar

Thu
22
2025

May 22, 2025
3:00PM - 4:30PM

Virtual

[view event details](#) 

June 2025

Dust: How to deal with it in your community

Tue
17
2025

June 17, 2025
10:00AM - 11:00AM EDT

EGLE Local Leaders Webinar Series

Virtual

[view event details](#) 

Rhythms of Resilience and Change: Looking Back at

Detroit's Paradise Valley and Black Bottom

Wed
18
2025

June 18, 2025
5:30PM - 7:00PM EDT

Juneteenth Event

Detroit Public Library – Main Branch

[view event details](#) 

Use by Right and Administrative Approvals Webinar

Wed
25
2025

June 25, 2025
3:00PM - 4:30PM

Virtual

[view event details](#) 

July 2025

Community Engagement for Housing: Changing Hearts and Minds Webinar

Wed
16
2025

July 16, 2025
3:00PM - 4:30PM

Virtual

[view event details](#) 

Michigan Transportation Planning Association Conference

Tue
22
2025

July 22 - 25, 2025

Holland

[view event details](#) 

September 2025

Transforming your Corridors with Housing

Thu
25
2025

September 25, 2025
3:00PM - 4:30PM

Virtual

[view event details](#) 

October 2025

Planning Michigan 2025 Conference

Wed
22
2025

October 22 - 24, 2025

Kalamazoo

[view event details](#) 

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