

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 were: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Absent: None. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Jaynie Hoerauf, City Attorney; Luke Potter, DPW Director; Jim Chapman, Fire Chief; Sam Eberhart, Assistant Fire Chief; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

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

3. *APPROVAL OF MINUTES:

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved by Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. APPROVAL OF CLASS C LIQUOR LICENSE APPLICATION-BUCCILLI'S PIZZA, 1541 NORTH MCEWAN STREET

The City has received a request for the approval of a Michigan Liquor Control Commission (MLCC) Class C license from Shari Buccilli to allow her to make application to the LCC to serve beer and wine to dine-in customers at Buccilli's Pizza of Clare.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the application by adoption of Resolution 2022-006. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

B. APPROVAL OF MDNR GRANT FOR THE FIRE DEPARTMENT

The Clare Fire Department has been awarded a Michigan DNR Volunteer Fire Assistance Grant for the third year in a row. It is a 50/50 matching grant. In the past two years the grant award was \$2,500; however, this year the city has been awarded the maximum amount of nearly \$4,999 (\$9,998 total with our match) to help cover the costs involved in upgrading some of the fire radios and replacing a flatbed box for the grass truck (1846). In order to officially receive the grant funds, the City is required to approve the attached grant agreement between the City of Clare and MDNR.

In addition to approving the grant agreement, I ask that the Commission authorize the City Manager to sign the Agreement on behalf of the City of Clare.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the grant agreement by adoption of Resolution 2022-007. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

C. APPROVAL OF UPDATED 5-YEAR PARKS AND RECREATION MASTER PLAN

The City's Parks & Recreation Master Plan is required to be updated every five years to ensure eligibility to any and all programs available through the Michigan Department of Natural Resources (MDNR), to include all grant and loan programs. Additionally, it is simply good management sense and good practice to periodically update our Master Plan to ensure that our ever-changing community recreation priorities and needs are being addressed and met.

Joy Simmer, Recreation Director, has updated the Plan and has submitted it to our Parks & Recreation Advisory Board for consideration. She has provided copies to our neighboring governmental entities having recreation programs for review and comment and has asked the City Clerk to publish notice for the requisite public hearing to allow public comment to be heard and thereby facilitate the City Commission's approval of the Plan to allow us to submit the Plan to MDNR.

The City Commission is asked to consider holding the requisite public hearing to receive comment and then approve the Plan as presented.

Motion by Commissioner Bonham second by Commissioner Murphy to open the public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Bonham second by Commissioner Murphy to close the public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

Motion by Commissioner Murphy second by Commissioner Loomis to approve the Parks and Recreation Master Plan by adoption of Resolution 2022-008. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

D. APPROVAL OF PARKS AND RECREATION MILLAGE RENEWAL BALLOT LANGUAGE

The voter-approved .75mill parks and recreation millage expires at the end of FY22/23. The millage has enabled the City to make extraordinary improvements to its parks properties (the purchase of the property at 303 Pinecrest to develop a new park and home for the Clare Youth Soccer Program; development within the Emerald Isle Recreation Complex such as placement of a skate and bike park and the purchase of related equipment; obtaining property to relocate the historic Clare Union Railroad Depot and help fund rehabilitation of the facility and railcars; and for the purchase of numerous park benches and tables; etc.) since this dedicated, voter-approved millage was instituted. There remains a long list of proposed recreation capital improvements to include the continued development at the Emerald Isle Recreation Complex and at the skate & bike park; closing the 2.3 mile gap that exists within the Pere Marquette Rail-Trail; campground improvements at Pettit Park; a dog park; park improvements to the adult softball field; completion of Lake Shamrock dredging and beach restoration; a community center, etc., as identified in the City's Parks & Recreation Master Plan that simply will not be accomplished or will be long-delayed if the millage is not again approved by the electorate of Clare.

The City Staff and the City's Parks & Recreation Advisory Board consider the proposed future capital improvements essential to maintaining and improving quality of life for Clare residents and suggest that the continuance of this dedicated millage is imperative to continue the type of improvements that have been made to date as a result of the millage.

If this millage is to continue, the Clerk's office must provide the proposed ballot language to the Clare County Clerk by February 8, 2022, for inclusion on the May ballot. Therefore, the City Commission is asked to consider approving this topic as an item on the May ballot.

The proposed ballot language for this millage is: "Shall the City of Clare, Clare and Isabella Counties continue to levy three-quarter (3/4) mill (\$.75 per \$1,000.00) on taxable value of property located in the City of Clare for four years beginning with the 2023 tax year and running through 2026 tax levy year (inclusive), which will raise in the first year of such levy an estimated revenue of \$70,592.55 to be used for parks and recreation purposes. This is a renewal of a millage that will otherwise expire in 2023. Taxes within

the Downtown Development Authority (DDA) and Tax Increment Finance Authority (TIFA) districts will be distributed as prescribed by law.”

The Commission is asked to approve the proposed ballot language.

The entrance to Emerald Isle Recreation Complex (EIRC) is located on Pinecrest Street and while the city owns the EIRC property, Pinecrest Street is under Vernon Township’s jurisdiction. The City Commission desires to take jurisdiction of Pinecrest Street so that the roadway can be paved and added to the city’s Act 51 map however, water and sewer services need to be installed prior to paving.

Motion by Commissioner Loomis second by Commissioner Murphy to approve the Parks and Recreation ballot language by adoption of Resolution 2022-009. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

E. APPROVAL OF STREETS IMPROVEMENTS MILLAGE RENEWAL BALLOT LANGUAGE

The voter-approved 3-mill street millage expires June 30, 2022. The City has been able to make much needed improvements to our city streets including John R. Street, Wilcox Parkway, Second Street, Forest Avenue, Ann Arbor Trail, Beech Street, Seventh Street, Dunlop Road, Hillcrest Street, Fourth Street, Park Street, Witbeck Drive, 6,290’ of curb and gutter, and 7,300’ of sidewalk since this dedicated, voter-approved millage was instituted. There remains a long list of proposed capital improvements for streets improvements yet to be completed over the next several years including Rainbow Drive from Glendale Drive to Glendale Drive reconstruction, East Fourth Street 200 Block reconstruction, a thin overlay on Schoolcrest Avenue, mill and fill on Maple Street from Seventh Street to State Street, reconstruction of the 200 Block of East Sixth Street including sidewalks, and the 200 and 300 Blocks of East Seventh Street with sidewalks, that are listed in the City’s Capital Improvements Plan, which simply will not be accomplished or will be long-delayed if the millage is not again approved by the electorate of Clare.

The proposed future capital improvements are essential to maintaining and improving quality of life for Clare residents and continuance of this dedicated millage is imperative to accomplish the types of improvements that have been made to date as a result of the millage.

If this millage is to continue, the Clerk’s office must provide the proposed ballot language to the Clare County Clerk by February 8, 2022, for inclusion on the May ballot. Therefore, the City Commission is asked to consider approving this topic as an item on the May ballot. Suggested ballot language for this millage proposal is attached. The Commission is asked to approve the proposed ballot language.

The proposed ballot language for this millage is: Shall the City of Clare, Clare and Isabella Counties continue to levy three mills (\$3.00 per \$1,000.00) on taxable value of property located in the City of Clare for five years beginning with the 2022 tax year and running through 2026 tax levy year (inclusive), which will raise in the first year of such levy an estimated revenue of \$282,370.22 to be used for the purpose of street improvements authorized by law. This is a renewal of a millage that will otherwise expire in 2022. Taxes within the Downtown Development Authority (DDA) and Tax Increment Finance Authority (TIFA) districts will be distributed as prescribed by law.

The Commission is asked to approve the proposed ballot language.

Motion by Commissioner Loomis second by Commissioner Murphy to approve the Parks and Recreation ballot language by adoption of Resolution 2022-010. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

F. *BOARD & COMMITTEE APPOINTMENTS: *Approved by Consent Agenda*
Resolution 2022-011, Mr. Andrew Santini, PRAB

G. *BOARD & COMMITTEE APPOINTMENTS: *Approved by Consent Agenda*

Resolution 2022-012, Messrs. Dennis Purkis, Wayne Terpening, Izak Post & Mrs. Carol Santini.

8. TREASURER'S REPORT: A report was provided by the City Treasurer.

9. CITY MANAGER'S REPORT

Planning Commission / City Commission Annual Joint Meeting: Every year the City Commission and Planning Commission hold a joint meeting to review the Planning Commission's Annual Report for the previous year along with other topics of interest. After talking with the Planning Commission about scheduling the joint meeting at their January 12 meeting, I would suggest the City Commission meet with them on the night of their next regularly scheduled meeting on Wednesday, February 9th. The Planning Commission's regular meeting will start at 6:30 p.m. so I recommend that the two councils hold their joint meeting at 5:30 p.m. that evening before their regular meeting.

Planning Commission. The Planning Commission approved a site plan at their last meeting for Renosol Corporation, who intend to fabricate polyurethane components at a new facility they intend to build at 14 Consumers Energy Parkway. The Planning Commission selected their 2022 Chairperson (Jason Lowe) and Vice Chairperson (Nick Wyman); completed a review and approved their bylaws; and a reviewed and approved of their 2021 annual report.

Lake Shamrock Dredging. EGLE is now considering allowing our new location for placement of spoils to be considered a minor permit change. Luke and I are meeting with our engineer to try and work that out and we intend to bring you the contractual agreement for siting the spoils.

Shamrock Park Ice Rink. The ice rink at Shamrock Park is open for the first time in a couple of years. The flyer was provided to the Commission and has been shared on our social media platforms.

Police Tahoe/Buy-Back Program DPW Service Trucks. The Police Tahoe that was ordered and partially grant funded almost 2 years ago has finally been received. Due to the delay in receiving the Tahoe, the vehicle was not in the budget for FY21/22. However, no budget amendment is needed because we had budgeted for the purchase of a DPW service truck (Buy Back Program) this year but cannot get a vehicle until FY22/23 at the earliest. Therefore, we will be using the money that was slated for DPW service truck to pay for the city's proportional cost of the Tahoe. We then hope to purchase 2 new service trucks in the buy-back program in FY22/23.

Police Vehicles – Hummers. The Police Department is getting rid of the Hummers that were obtained from the military surplus years ago. With almost all of the current fleet being four-wheel drive, it makes sense to create garage space for patrol vehicles thus, the Hummers are being given to the City of St. Louis and Bay City.

10. *COMMUNICATIONS: *Approved by Consent Agenda.*

11. EXTENDED PUBLIC COMMENT: None.

12. COMMISSION DISCUSSION TOPICS: None.

13. *APPROVAL OF BILLS: *Approved by Consent Agenda.*

14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*

15. CLOSED SESSION- DISCUSS LABOR NEGOTIATIONS STRATEGY:

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

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

Motion by Commissioner Bonham second by Commissioner Murphy to approve the labor negotiation strategy as discussed in closed session. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

17. APPROVAL OF CLOSED SESSION MINUTES:

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

18. ADJOURNMENT: Motion by Commissioner Murphy second by Commissioner Jenkins to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.* Meeting adjourned at 7:03 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk