

The special meeting of the Clare City Planning Commission was called to order in the city commission chamber of Clare City Hall, 202 W. Fifth St., Clare, MI, at 6:30 p.m. by Chair Josh Clark who led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Steve Barnes, Josh Clark, Glenda Carmoney, Elaine Demasi, Brett Moser, and Jan Winter. Absent: Angie Cozat and Nick Wyman. Also present were Ken Hibl, City Manager; Steve Kingsbury, Treasurer & Finance Director; and Diane Lyon, City Clerk.

APPROVAL OF AGENDA:

Moved by Commissioner Demasi second by Commissioner Carmoney to approve the agenda. Ayes: All. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

APPROVAL OF MINUTES:

Moved by Commissioner Winter second by Commissioner Acton to approve the prior meeting minutes. Ayes: All. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

A. SELECTION OF 2017 PLANNING COMMISSION CHAIRPERSON

The By-Laws of the City of Clare Planning Commission stipulate that the Planning Commission shall annually select its Chairman at the first scheduled meeting of the year. The Planning Commission is asked to take appropriate action to select its Chairperson for 2017.

Motion by Commissioner Barnes second by Commissioner Moser to open nominations for Chairperson.

Motion by Commissioner Carmoney second by Commissioner Winter to nominate Josh Clark for Planning Commission Chairperson.

Motion by Commissioner Carmoney second by Commissioner Acton to close nominations. Ayes: All. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

Roll Call Vote to select Josh Clark as Planning Commission Chairperson by adoption of 2017-001PC. Ayes: Darren Acton, Steve Barnes, Glenda Carmoney, Josh Clark, Elaine Demasi, Brett Moser, and Jan Winter. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

B. SELECTION OF 2017 PLANNING COMMISSION VICE CHAIRPERSON

The By-Laws of the City of Clare Planning Commission stipulate that the Planning Commission shall annually select its Vice Chairperson at the first scheduled meeting of the year. The Planning Commission is asked to take appropriate action to select its Vice Chairperson for 2017.

Motion by Commissioner Barnes second by Commissioner Moser to open nominations for Vice Chairperson. Ayes: All. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

Motion by Commissioner Clark second by Commissioner Carmoney to nominate Darren Acton for Planning Commission Vice Chairperson.

Motion by Commissioner Barnes second by Commissioner Demasi to close nominations. Ayes: All. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

Roll Call Vote to select Darren Acton as Planning Commission Vice Chairperson by adoption of 2017-002PC. Ayes: Darren Acton, Steve Barnes, Glenda Carmoney, Josh Clark, Elaine Demasi, Brett Moser, and Jan Winter. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

C. APPROVAL OF ANNUAL REPORT TO THE CITY COMMISSION

The By-Laws of the City of Clare Planning Commission stipulate that the Planning Commission shall annually prepare and submit to the Clare City Commission an annual report. A draft report was provided to the Planning Commission for review and comment; no recommended changes have been received from the Planning Commission; consequently, the Commission is asked to approve the Report to allow it to be formally submitted to the Clare City Commission for review, consideration, and discussion.

Motion by Commissioner Barnes second by Commissioner Winter to approve the 2016 Planning Commission Annual Report by adoption of 2017-003PC. Roll Call Vote: Ayes: Darren Acton, Steve Barnes, Glenda Carmoney, Josh Clark, Elaine Demasi, Brett Moser, and Jan Winter. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

PUBLIC COMMENT: None.

INTRACOMMISSION COMMUNICATIONS:

ADJOURNMENT

Moved by Commissioner Acton second by Commissioner Demasi to adjourn. Ayes: All. Nays: None. Absent: Angie Cozat and Nick Wyman. *Motion approved.*

Meeting adjourned at 5:44 p.m.

Diane Lyon, City Clerk