

The regular meeting of the Clare City Commission was called to order at 6:01 p.m. via remote audio and visual (Zoom) public meeting attendance as authorized under the Open Meetings Act by Mayor Pat Humphrey who lead with the Pledge of Allegiance. Attendance and location of Commissioners in attendance were as follows: Bob Bonham, Clare County, City of Clare, MI; Pat Humphrey, Clare County, City of Clare, MI; Maegan Jenkins, Clare County, City of Harrison, MI; and Nick Loomis, Clare County, City of Clare, MI; and Carolyn (Gus) Murphy, Clare County, City of Clare, MI. Also, present: Jeremy Howard, City Manager; Steve Kingsbury, City Treasurer; Luke Potter, Director of Public Works; and Diane Lyon, City Clerk.

Rules for Public Comment during the conduct of remote electronic meetings were read to the audience by the City Clerk

2. CONSENT AGENDA:

Moved by Commissioner Murphy second by Commissioner Bonham to approve the items listed with an asterisk (*) (Agenda, Minutes, Communications, Professional Development, 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. AUTHORIZE AMENDMENT TO CONSUMERS ENERGY STANDARD LIGHTING AGREEMENTS

The City has Standard Lighting Agreements in effect with Consumers Energy. The City is obliged to provide Consumers Energy specific authorization for any changes to the Agreements.

To facilitate the clean-out and widening of the Little Tobacco Drain, it is necessary for Consumers Energy to remove a Suspension Light located over the Little Tobacco Drain Bridge on East Sixth Street between Hemlock and Jackson as well as install a Light Pole with attached new LED lighting, at no cost to the city, west of the Little Tobacco Drain Bridge on East Sixth Street between Hemlock and Jackson to provide street lighting to illuminate said bridge and roadway for the safety of drivers and pedestrians.

As reflected on the authorization forms, the City Commission's approval is required by Consumers Energy to facilitate the change. The Commission is asked to authorize the changes.

It is also recommended that the City Commission authorize its Director of Public Works to execute any and all documents related to said authorization on behalf of the City of Clare.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the lighting agreement amendments and authorize the Director of Public works to execute said documents by adoption of Resolution 2021-015. Roll call vote: Yeas: Commissioners Bob Bonham, Maegan Jenkins, Pat Humphrey, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

B. APPROVE LAKE SHAMROCK DREDGING PROJECT BOND AUTHORIZATION, ACCEPTANCE, AWARD AND EXECUTION

At the end of 2020, the city initiated the process to issue bonds to fund the dredging of Lake Shamrock and the creation of an additional free spillway for the dam. Since that time, the city has solicited offers to purchase the bonds and in return received one offer. This offer was from Mercantile Bank of Michigan at a rate of 1.95% for the amount of \$1,300,000.

At this meeting we are now proceeding to the next steps in the process which are as follows:

1. Accept and award the sale of the bonds to Mercantile Bank of Michigan.
2. Authorize the issuance and execution of the bonds.

The City has worked with its Bond Counsel, Miller Canfield, to prepare and complete the resolution 2021-016 which lays out all of the necessary pieces for these steps. The City Commission is asked to adopt the proposed resolution.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the acceptance and award the sale of the bonds and authorize the issuance and execution of said bonds by adoption of Resolutions 2021-016. Roll call vote: Yeas: Commissioners Bob Bonham, Maegan Jenkins, Pat Humphrey, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

8. TREASURER'S REPORT: *The Treasurer presented his report.*

9. CITY MANAGER'S REPORT

Planning Commission: As I am sure most of you have heard by now, community member and Planning Commission member Darren Acton passed away on February 24. He was an active member of the community and served on the Planning Commission for many years. I would like to offer my condolences on behalf of myself and the city to his friends and family. I think it would be appropriate if we took a moment of silence in memory of Darren at the meeting of March 1st.

March Board of Review: Reminder: The City of Clare's March 2021 Board of Review meetings will be held on the below dates and times via remote attendance (Zoom) in accordance with the Open Meetings Act. If you have questions about your 2021 Tax Assessment Change Notice, you may contact Assessor Edie Hunter at (989) 424-4066. Most questions can be answered with one phone call to the Assessor however you are welcome discuss your concerns with the Board of Review.

Monday, March 8, 2021 - 9:00 a.m. to noon

Monday, March 8, 2021 - 1:00 p.m. to 4:00 p.m.

Wednesday, March 10, 2021 - 1:00 p.m. to 4:00 p.m.

Wednesday, March 10, 2021 - 6:00 p.m. to 9:00 p.m.

Thursday, March 11, 2021 - 1:00 p.m. to 4:00 p.m.

Thursday, March 18, 2021 - 9:00 a.m. to noon

Airport: Tree removal is continuing at the areas surrounding the glide slopes for runways. Many of the problem trees have already been removed by DPW or contractors on city property. We are also continuing to work with the private land owners and facilitating the removal of the required trees there as well. The airport did recently get notified that they were awarded another round of funding from the Federal Government in the amount of \$13,000. We are hopeful that we may be able to utilize some of these funds to help offset the cost of tree removal.

Run Water Order: DPW staff have been continuing to monitor frost levels throughout the city with the recent cold snap we have seen in Michigan. After further evaluation and seeing the frost continue to move deeper, the city decided send let run notices to the entire city. The notice was posted on the City's Facebook pages, Channel 188, city website, and a postcard was sent to each household.

THE CITY OF CLARE IS BEING PLACED ON 'LET RUN' STATUS FOR THE REMAINDER OF THE WINTER DUE TO EXCESSIVELY DEEP FROST LEVELS & EXTREME COLD. 'LET RUN' CONSISTS OF THE FOLLOWING:

1. The City of Clare is NOT responsible for thawing frozen water lines!
2. Water is to run from the time the consumer is informed by Clare DPW until the City notifies you to stop the 'let run'. The water is to be run 24 hours a day, a stream the size of a pencil lead or slightly larger (between 1/8 and 1/4").
3. The Customer is liable to pay all charges related to the thawing of water lines if water freezes after being placed on the 'let run' order.

4. Your water bill (during this let run period) will be averaged on your past consumption. Warning: Do not shut the water off until directed to do so by the City of Clare. Be especially careful in the springtime – with the sun out daily, it tends to drive the frost down deeper, not out as many people believe!
5. If you have questions about this ‘let run’ order, please call the Utility Billing Department at 386-2182 x201.

IMPORTANT

DO NOT SHUT YOUR WATER OFF UNTIL NOTIFIED TO DO SO BY THE CITY WATER DEPARTMENT!

Board and Commission Meetings: Reminder: The legislature passed revisions to the Open Meetings Act to allow virtual meetings through the end of March 2021. After that date there are further options, if needed, including the local municipality declaring a state of emergency. At this time the MDHHS orders still do not allow face to face meetings or gatherings so it is my recommendation that we continue to hold our meetings virtual until such time as the order allows and it is safe to do so. I think once the order is lifted there may still be some limitations, but the Commission could certainly look at options as we were doing before the MDHHS orders where the commissioners were meeting face to face (social distanced) and the public participated via zoom.

City Buildings Closed to Public: City offices have been closed to the public since November 18th in order to comply with the MDHHS orders that were issued. The current order is now scheduled to expire March 29, 2021 at 11:59 p.m. City staff have been working remotely when possible and essential staff have been continuing to work as normal. We have been accommodating requests for appointments when absolutely necessary for the public.

10. ***COMMUNICATIONS**

FOIA Requests: The most recent FOIA requests & responses are attached for your information.

Bureau of Elections News Update: The most recent BOE News is attached for information.

SOS Press Release: The Secretary of State announced that the recent state-wide election audit affirms the outcome of the November 2020 Elections.

Charter Communications: Charter Communications announced changes to the current cable programming.

Byron Center Student Request & Response: The City has received and responded to a request from a 3rd Grade student from Byron Center Christian School.

11. **EXTENDED PUBLIC COMMENT:** None.

12. **COMMISSION DISCUSSION TOPICS:** Mayor Humphrey asked everyone present at tonight’s meeting to attend Darren Acton’s funeral on March 2,2021, at the Clare United Methodist Church @ 1:00 if they are able to do so.

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

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

15. **ADJOURNMENT:** Motion by Commissioner Bonham second by Commissioner Loomis 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 6:16 p.m.