

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, and Nick Loomis. Absent: None. Also, present: Jeremy Howard, City Manager; Luke Potter, DPW Director; Gary Todd, Airport Manager; the Clare City Police Department and some members of the auxiliary police force; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Bonham to approve the items listed with an asterisk (*) (Agenda, Minutes, Department Reports, 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. USDA GRANT APPLICATION-POLICE DEPARTMENT VEHICLE & EQUIPMENT

The City has worked with the USDA to obtain grant funds for Public Safety for many years. The City has submitted preliminary requests to be considered for grants to defray a portion of the cost to purchase a new police vehicle as well as equipment for the vehicle. The City has published the required notice of its intention to formally apply for the grant to purchase the said vehicle and equipment. The City Commission is asked to hold the requisite public hearing and subsequently approve the submission of the grant application. The City Commission is also asked to authorize the City Manager to sign any necessary and related documents for the grant and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds.

Motion by Commissioner Jenkins 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 Murphy second by Commissioner Bonham 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 Bonham second by Commissioner Jenkins to approve submittal of the grant application by adoption of Resolution 2022-042. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

B. USDA GRANT APPLICATION-FIRE DEPARTMENT EQUIPMENT

The City has worked with the USDA to obtain grant funds for Public Safety for many years. The City has submitted preliminary requests to be considered for grants to defray a portion of the cost to purchase Fire Equipment (air compressor, radios, pagers). The City has published the required notice of its intention to formally apply for the grant to purchase the said equipment. The City Commission is asked to hold the requisite public hearing and subsequently approve the submission of the grant application. The City Commission is also asked to authorize the City Manager to sign any necessary and related

documents for the grant and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds.

Motion by Commissioner Murphy second by Commissioner Jenkins 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 Bonham second by Commissioner Murphy to approve submittal of the grant application by adoption of Resolution 2022-043. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

C. CLARE COUNTY EQUALIZATION CONTRACT

The City recently received a proposed contract renewal for equalization services from the Clare County Equalization Department. This is one year contract that expires each year on June 30th. Option 2 would allow the city to utilize Clare County's Fetch GIS to view detailed information for use by the City and the City Assessor. Option 2 also provides for updated digital mapping data associated with parcel splits and combinations to be distributed annually (.SHP files – shape files). The cost for this service is \$.45 cents per parcel. Our total cost per year for this access and service should be less than \$700. Prior to entering into this agreement, we spent between \$720.00 – \$1755.00 to have our mapping done, so this agreement with Clare County provides a cost savings to the city.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the contract with Clare County by adoption of Resolution 2022-044. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

D. MICHIGAN DEPARTMENT OF TREASURY MEMORANDUM OF UNDERSTANDING

The City of Clare received an allocation of 6.8 million dollars in grant funds for the Lake Shamrock Dredging and Dam Project included in PA53 of 2022. It was allocated with a 20% grant match, and we will be able to utilize our 1.3 million bond funds for that purpose. This means we should be able to accelerate and hopefully enlarge the project (possible hydraulic dredging) as well as replace the actual Dam and build a spillway, walkway and control structures and piers, etc. We recently had our first meeting with the Department of Treasury to begin working with them to access the 6.8M in grant funds and they have drafted a Memorandum of Understanding (MOU) for the project and to facilitate the transfer of the associated funding. The City Commission is asked to authorize the City Manager to sign the MOU and any other necessary and related documents for the project and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the MOU by adoption of Resolution 2022-045. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

8. **TREASURER'S REPORT:** The Treasurer provided a report to the Commission.

9. **CITY MANAGER'S REPORT**

Planning Commission/Master Plan. The Planning Commission met on May 11, 2022 and approved the Annual Renewal of Marijuana Special Use Permits (Adult-Use Class C Cultivation, Medical Class C Cultivation) and Special Use Application and Site Plan (Adult-Use Processing license) – 380 Industrial Drive – THC, LLC. The Master Plan draft document is still being worked on and will be coming back to the Planning Commission for further discussion soon.

Special Election – Tuesday, May 3, 2022. The City of Clare held a Special Election on Tuesday, May 3, 2022, for the proposed renewals of the parks & recreation millage and the streets improvements millage. Both millages passed with 3 to 1 support from the community. Thank you to the City of Clare voters for supporting these important millage renewals which allow the City to continue doing all of the great things that these millages support.

Destination Clare Art Sculpture Walk. The #DestinationClare Art Sculpture Walk is now in full swing. The outdoor sculpture exhibit is in place and will be in downtown Clare from May 10, 2022 to April 30, 2023. I would encourage the community to take a walk and check out all 10 of the pieces on display and use the QR code (on the base of the sculpture) or paper ballot (available at the Depot) to vote for your favorite. For further information regarding the Destination Clare: Art Sculpture Walk, please follow the Clare County Arts Council on Facebook. You will also be able to pick up your Art Sculpture Walk Tour Guide at the Clare Union Railroad Depot at 202 W. Fourth Street, Clare, MI 48617 or view it at www.clarecountyartscouncil.info.

Little Tobacco Drain Project. The asphalt has been laid on the 4th Street bridge so now the work has begun on the 5th Street bridge and the detour route of 4th Street is in place. Work will continue on the 5th Street bridge replacement over the drain for the next couple months. Additional work is also taking place at the same time on cleaning out the drain on the West side of the city.

10. *COMMUNICATIONS: *Approved by Consent Agenda.*
11. EXTENDED PUBLIC COMMENT: None.
12. COMMISSION DISCUSSION TOPICS: None.
13. BUDGET WORKSHOP-PROPOSED FY 2022-23 BUDGET:
The remaining CIP schedules and projected 22-23 department budgets were presented to the city commission including the airport, fire fund, DDA, LDFA, cemetery, debt service fund, data processing, interfund activity, and the overall budget which were presented by the respective department heads, city manager and city treasurer.

The City Commission came to a consensus agreeing that there should be a set 3% annual increase to the water and sewer fees to cover the cost water/sewer infrastructure repairs and improvements. If the city gets to a point where the enterprise funds appear to be sufficient, the annual increase can be suspended.

The Commission agreed in concept to expend the city's ARPA funds on UV lighting at the Water Treatment Plant.
14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. 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 6:56 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk