

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, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Gus Murphy. Absent: None. Also, present: Jeremy Howard, City Manager; Vicki Corlew, City Treasurer; Officer Tom Brandon; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Murphy to approve the items listed with an asterisk (*), Agenda, Minutes, Communications, Professional Development, Board and Committee Appointments, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, 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. **DISTRICT II TRANSFER-10600 S. CLARE AVENUE, DILLON PROPERTIES MANAGEMENT LLC ON BEHALF OF TRACTOR SUPPLY COMPANY**

The City enjoys the provisions of an Urban Cooperation Agreement (UCA) with Grant Township. The Agreement, which was approved by both governmental entities in 2008, outlines the process, terms, and procedures of transfer of jurisdictional control of property from Grant Township to the City for those lands within District I of the UCA to the area designated as District II of the Urban Cooperation Agreement.

We have received a request from property owner Dillon Properties Management LLC, on behalf of Tractor Supply Company, to transfer jurisdictional control of approximately three and a quarter acres of property located at 10600 South Clare Avenue to the City.

In condensed terms, the UCA provides any property owner within the geographical boundaries of the area defined as District I the opportunity to request the transfer of jurisdictional control of their property to the City. Once the transfer is approved, it moves the property to District II which enables the property owner to receive available city services. If such a request is received, both governmental entities are required to post a notice of a public hearing to receive comments pertaining to the request. Following the conduct of the hearing, the governmental units are obliged to enter into an agreement transferring the jurisdictional control of the property after 30 days.

The UCA holds a provision for petition and referendum regarding the transfer of jurisdiction thus the property cannot transfer until more than 30 days have passed since the City's and Township's public hearings have taken place.

In 2013, our City Attorney provided a more detailed memo outlining the highlights of the UCA for the City Commission's information and consideration.

The City has posted notice of the requisite hearing. Grant Township has received notice of the public hearing.

The City Commission is requested to hold the hearing and approve the agreement for the transfer of jurisdictional control of the requested property.

Motion by Commissioner Murphy second by Commissioner Jenkins to open a public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey,

Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

Public Comment: None.

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

Motion by Commissioner Bussell second by Commissioner Bonham to approve the District II Transfer request by adoption of Resolution 2024-006. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Abstain: Carolyn (Gus) Murphy as she is the listing agent of said property. Nays: None. Absent: None. *Motion Carried.*

B. FIRE DEPARTMENT SERVICES AGREEMENT WITH WISE TOWNSHIP

The City has long-enjoyed formal agreements with four surrounding townships (Grant, Sheridan, Vernon, & Wise) that outline the basic terms of responsibilities and compensation for fire services provided to those townships by the Clare Fire Department. Wise Township's agreement has expired and they now desire to renew that agreement without revision except for the term of the agreement.

The City Commission is asked to approve the expired agreement.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the Fire Services Agreement with Wise Township by adoption of Resolution 2024-007. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

C. *BOARD & COMMITTEE REAPPOINTMENT-PLANNING COMMISSION-MR. NICK WYMAN

Resolution 2024-008 Approved by Consent Agenda.

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

9. CITY MANAGER'S REPORT

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the City is paused due to ice forming in front of Shamrock Park and locking the barge in place. We gained 6+ inches of ice in a matter of a week. We will resume dredging as soon as possible. Savin is also paused on hydraulic dredging because of the ice on the lake. They were able to install the booster pump just before the storm which will help when they can start moving silt again after the warms up as predicted. The Dam feasibility study work is continuing and phase II of the DRRGP grant application is on track for submission by the end of January.

Frost – Let Water Run Order. DPW recently checked the frost depth; it has only driven down 2 feet. Typically, we do not talk about placing a run water wording until we have 4 to 5 feet of frost. We will continue to monitor the levels and take appropriate action if necessary.

Ice Rink. The ice rink at the large pavilion at Shamrock Park opened for use on, January 19th and was available for use for a short time until the temperatures began to rise.

LCC Communication. The Michigan Liquor Control Commission has provided notice for a transfer of license in the event the Local Governmental Unit wishes to submit an opinion on the application or advise of any local non-compliance issues. Staff and I have reviewed the transfer and have no issues or concerns with it at this time.

#DestinationClare. MLive recently wrote an article entitled “3 Michigan cities to visit in 2024” with Clare at the forefront. It is always nice to see Clare recognized for all that we have going on in and around the community. Check out the article online at <https://www.mlive.com/life/2024/01/3-michigan-cities-to-visit-in-2024.html>.

Planning Commission / City Commission Annual Joint Meeting: Reminder: The City Commission and Planning Commission will be holding their joint meeting to discuss the Planning Commission Annual Report for the previous year along with any other topics of interest on Wednesday, February 14th at 5:30 p.m. before the regular meeting of the Planning Commission at 6:30 p.m. We will hold the meeting at City Hall in the City Commission Chambers. The 2023 Planning Commission Annual Report was provided for the Commission's review.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Mayor Humphrey would like to see the Cherry Grove Cemetery plot sales process modernized with plots available electronically for viewing.

Kim Bussell and Maegan Jenkins will not be present for the special Annual Combined Meeting of the City Commission and Planning Commission on February 14, 2024.
14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Murphy seconded by Commissioner Bussell to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. None. *Motion Carried.* The meeting adjourned at 6:32 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk