

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, Nick Loomis and Carolyn (Gus) Murphy. Absent: Maegan Jenkins. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Luke Potter, DPW Director; and Diane Lyon, 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, 2<sup>nd</sup> Reading of Ordinance 2021-006, Board & Committee Appointments and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *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. ORDINANCE 2021-006, CHAPTER 10 & 52 TINY HOMES**

The City does not presently allow for tiny houses inside the city as there are a number of Ordinance Codes that would prohibit the placement of a tiny home within the city.

A local business owner who is in the process of constructing a tiny home approached the city several months ago with the desire of possibly amending the City's Codes of Ordinance or to create a specific Ordinance section that would provide for the allowance of tiny homes within the city of Clare. City staff recommended they approach the subject with a discussion at the Planning Commission level to gauge if there was any interest in amending the current Ordinances or creating a special Ordinance to allow tiny houses.

As the proposed ordinance falls under the purview of the Planning Commission, a review of the proposed ordinance by that entity is required. The Planning Commission completed the required review at its scheduled meeting of September 8, 2021 and provided a recommendation to the Clare City Commission to approve the proposed tiny homes Ordinance by adoption of Resolution 2021-018PC.

All changes to zoning within the City must be accomplished by ordinance change. All ordinance code amendments require the approval of the City Commission, and all ordinances require two readings and approval of the City Commission subsequent to a public hearing. The required public notice announcing the hearing was published and the hearing was held at the City Commission's September 20, 2021 meeting.

The Commission now has the option of allowing a Second Reading of the proposed Ordinance 2021-006 or denying the conduct of a Second Reading, thereby rejecting the proposed new ordinance.

Motion by Commissioner Murphy second by Commissioner Loomis to approve the Ordinance Amendment 2021-006 by adoption of Resolution 2021-080. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

**B. AIRPORT LOT 202 LEASE AGREEMENT**

Jay Hoffman is in the process of purchasing a new airplane and has requested that the City enter a lease agreement for Lot 202 (vacant property) of the Clare Municipal Airport Hangar Plat to permit him to construct a new airport hangar on this lot. The Airport Manager and the Airport Advisory Board recommend approval of the lease and the City

Manager supports this recommendation. The City Commission is now asked to consider approval of the lease agreement.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the airport lot lease agreement by adoption of Resolution 2021-081. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

**C. \*BOARD & COMMITTEE REAPPOINTMENT-ZBA, MS. AMY STARK**

*Approved by Consent Agenda, Resolution 2021-082.*

8. TREASURER'S REPORT: The City Treasurer presented her report.

9. CITY MANAGER'S REPORT

Lake Shamrock Dredging. Our new dredge operator is working full time for the City. Turbidity curtains have been installed (out from the former public beach) for work in the first section of the lake. The turbidity curtain that will be in place for the entirety of the dredging project was placed in front of the dam. The barge was launched into the lake and the two halves were put together. We have prepped the bank with stone and wood to allow for the excavator to get on the barge. The anchor spuds have also been installed on the barge. Additional anchor poles have been installed to secure the barge up at the end of the day. Wood and rubber mats will be installed to prevent slippage on the barge to allow for movement of the excavator. The new upland disposal site has been sent to EGLE and we hope to have the contract to you at the next meeting.

Little Tobacco River Drain Project. The contractor has substantially finished the Maple Street bridge and is now working on the 4th Street bridge. The Dunlop bridge is next on the list.

Painting. We have been working on painting projects throughout the city. Much of this work had been done in the past by our jail workers but we've not had any jail workers on work release for the last few years and we are not sure if/when we might get them back. Many of the light poles were painted over the summer months and we are now working on the fire hydrants. A great feature of the new Vac Truck is that we have the ability to use the water nozzle to "wash" the paint off of the hydrants rather than sandblasting. This saves time and is not as messy. We have nearly completed painted the city's hydrants in the NW quadrant (North of 5th Street and West of McEwan). We will continue to paint the rest of the hydrants throughout the city.

We contracted painting of the large flagpole in front of City Hall. It was in dire need of repainting and we found a contractor that was willing to climb the pole, remove the existing paint, and repaint the pole. This saves the city from paying to rent equipment to complete the job.

Emerald Isle Recreation Complex. Phase II Playground installation and work done at the Butterfly Garden is complete.

Conferences. September 22-24 MML held their 2021 annual conference in Grand Rapids. Mayor Pat Humphrey, Mayor Protem Bob Bonham, and Commissioner Maegan Jenkins attended. There were some great sessions and information provided and it was nice to be able to network with other municipalities which is so important as we all share many of the same challenges.

October 6-8 will be the annual MERS conference also held in Grand Rapids. Luke Potter will be the employee representative and Jeremy Howard will be the Officer Delegate for the city.

THC, LLC Facility Tour. A few months ago, the Commission requested I look into scheduling a tour of the newly built Medical/Recreational Marijuana facility owned by THC LLC. Since the agenda for the October 4th agenda is relatively light, we reached out to THC and they said they would be happy to give the Commission a tour after the meeting. On Monday, we can plan on adjourning the meeting and then head over for the informal tour.

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. ADJOURNMENT: Motion by Commissioner Loomis second by Commissioner Bonham to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.* Meeting adjourned at 6:17 p.m.

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Pat Humphrey, Mayor

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Diane Lyon, City Clerk