

IMLAY CITY COMMISSION  
150 N. MAIN STREET  
IMLAY CITY, MI 48444

REGULAR MEETING  
THURSDAY, AUGUST 08, 2024  
7:00 PM

1. **CALL TO ORDER**

Mayor Pro Tem Ted Sadler called the meeting to order at 7:00 PM.

2. **PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Sadler led the Pledge of Allegiance.

3. **ROLL CALL**

**Present:** Mayor Pro Tem Ted Sadler, Commissioner Joe DeLuca, Commissioner Al Ramirez, Commissioner Barbara Yockey

**Absent:** Mayor Joi Kempf, Commissioner Shane Collison, Commissioner Bob Tanis

**Also Present:** City Manager Craig Horton, Fire Chief Keith Klobucar, DDA Director Christine Malzahn, Clerk/Treasurer Dawn Sawicki-Franz and Public

4. **APPROVAL OF AGENDA**

**MOTION** by Yockey seconded by Ramirez to approve the agenda with additions of:  
**UNFINISHED BUSINESS B. RESOLUTION 2024-12 and NEW BUSINESS D. FIRE DEPARTMENT REQUEST FOR GENERATOR TRANSFER SWITCH REPAIR.**  
**MOTION CARRIED UNANIMOUSLY**

5. **APPROVAL OF CONSENT AGENDA**

**MOTION** by Yockey seconded by DeLuca to approve the consent agenda to include:

A. **APPROVAL OF MINUTES** July 16, 2024 – Regular Meeting

B. **OTHER MINUTES** June 25, 2024 – Planning Commission Regular Meeting

C. **PAYMENT OF BILLS IN THE AMOUNT OF:**

General Fund Checking	\$	409,370.45
Tax Account	\$	337,043.57
HRA Account	\$	<u>343.61</u>
Total	\$	<u>746,757.63</u>

**ROLL CALL VOTE**

Ayes: Yockey, DeLuca, Ramirez, Sadler

Nays: None

Absent: Collison, Tanis, Kempf

**MOTION CARRIED UNANIMOUSLY**

6. **CITIZENS FROM THE FLOOR**

None

7. **DEPARTMENT HEAD REPORT**

Clerk/Treasurer Sawicki-Franz thanked the Election Commission, the Election Inspectors and City Staff for their support for an organized and successful Primary Election, then continued with statistics: 26% of registered voters in Lapeer County voted and 456 or 6% of City of Imlay City registered voters voted in this election. Nine days of Early Voting was held at Imlay Township Hall along with Goodland Township with 101 voters using this option. The general consensus of Lapeer County Clerks is that Early Voting has a very low response and is a very costly option as well as an unfunded mandate for the municipalities to burden.

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**8. UNFINISHED BUSINESS**

**A. PAY APPLICATION #2-2024 LAMB STEELE HVAC WORK**

**MOTION** by Ramirez by Yockey to approve pay application #2-2024 to Kapala Heating & AC for the Lamb Steele HVAC work in the amount of \$45,900.00.

**ROLL CALL VOTE**

Ayes: Ramirez, Yockey, DeLuca, Sadler

Nays: None

Absent: Collison, Tanis, Kempf

**MOTION CARRIED UNANIMOUSLY**

**B. RESOLUTION 2024-12 TO APPROVE THE MDOT M-53 SAFETY IMPROVEMENT PROJECT AGREEMENT**

**MOTION** by Yockey seconded by Ramirez to approve Resolution 2024-12 to approve the MDOT M-53 Safety Improvement Project Agreement.

**ROLL CALL VOTE**

Ayes: Yockey, Ramirez, DeLuca, Sadler

Nays: None

Absent: Collison, Tanis, Kempf

**MOTION CARRIED UNANIMOUSLY**

**9. NEW BUSINESS**

**A. BRANDING DISCUSSION-CAITLYN HABBEN, WADE TRIM**

Professional Planner Caitlyn Habben from Wade Trim presented three options for branding for the word logo for the City of Imlay City and a picture, more detailed logo for City Commission review. Habben discussed each one and the design thought behind each of these options. In addition, Habben gave an overview of an upcoming open house that will be scheduled to be held regarding the continuation of the Master Plan and proposed direction for the City of Imlay City.

The discussion among the Commissioners present was that they would like to bring this back to a meeting with the full board due to several absences at today's meeting.

**NO MOTION, DISCUSSION ONLY**

**B. APPLICATION FOR DOWNTOWN DEVELOPMENT AUTHORITY-JESSICA MONTOYA**

DDA Director Malzahn shared information regarding candidate Jessica Montoya, including the fact that Montoya represents the Hispanic Community and has worked very well with the City at prior events when needed.

**MOTION** by DeLuca seconded by Ramirez to approve Jessica Montoya to the DDA Board.

**MOTION CARRIED UNANIMOUSLY**

**C. 2024-10 SPECIAL EVENT PERMIT-EMS OPEN HOUSE/COMMUNITY EVENT**

**MOTION** by DeLuca seconded by Ramirez to approve Special Event Permit Application Open House for the EMS-Permit #2024-10 as presented.

**MOTION CARRIED UNANIMOUSLY**

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**D. REQUEST FOR GENERATOR TRANSFER SWITCH REPAIR-FIRE CHIEF KLOBUCAR**

Fire Chief Klobucar informed the Commission that he has two quotes for the generator transfer switch repair and went into detail regarding what was needed for this repair.

**MOTION** by Yockey seconded by DeLuca to approve the quote from OSC for \$5,076.00.

Ayes: Yockey, DeLuca, Ramirez, Sadler

Nays: None

Absent: Collison, Tanis, Kempf

**MOTION CARRIED UNANIMOUSLY**

City Manager Horton asked Fire Chief Klobucar to give an update regarding the ladder fire truck. Chief Klobucar stated that the ladder truck had 3 of 4 cylinders that have blown seals and is in need of repair with additional repairs that will be required. This truck will most likely be the next one that is needed to be replaced in the rotation and the ordered fire truck should be delivered at the end of 2025. The Firefighter count is at 17 now and the FD and PD are both participating in the Summer Fest.

**10. CITIZENS FROM THE FLOOR**

One citizen spoke.

**11. CLOSED SESSION - AS NEEDED**

None

**12. CITY MANAGER REPORT**

City Manager Horton updated the Commission regarding a request for a PILOT (Payment In Lieu of Taxes) for the Townsend Manor apartment complex. The second item Horton shared is that the City received a ballot initiative to amend the Charter of the City of Imlay City for recreational Marihuana. A certain number of signatures is required and after Clerk review, it was determined that the number of verifiable signatures received was insufficient. The petitioner was informed of this and in response, we were notified by our attorney that they are filing a lawsuit to challenge this decision. Summer Fest is this weekend and we all sharing and participating in this event.

**13. CITY COMMISSIONER TIME**

Commissioner Yockey thanked Clerk Sawicki-Franz for a smoothly run Election and shared that she really liked the touchscreen voting option. Yockey continued stating that the Chamber of Commerce has an amazing group of volunteers and the Summer Fest this weekend will be wonderful – hopefully everyone will take advantage of this event.

Commissioner Sadler shared the date for the “Off the Rails” training event for Saturday, September 28<sup>th</sup>, 2024.

**14. ADJOURNMENT**

**MOTION** by Yockey seconded by DeLuca to adjourn at 7:40 PM

**MOTION CARRIED UNANIMOUSLY**

Next Regular Commission Meeting Date: Tuesday, August 20, 2024 at 7:00 PM

Respectfully submitted by: \_\_\_\_\_

Dawn Sawicki-Franz, City Clerk

**APPROVED: August 20, 2024**