

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

REGULAR MEETING  
TUESDAY, OCTOBER 15, 2024  
7:00 PM

1. **CALL TO ORDER**

Mayor Joi Kempf called the meeting to order at 7:00 PM.

2. **PLEDGE OF ALLEGIANCE**

Mayor Kempf led the Pledge of Allegiance.

3. **ROLL CALL**

**Present:** Mayor Joi Kempf, Mayor Pro Tem Ted Sadler, Commissioner Shane Collison, Commissioner Joe DeLuca, Commissioner Bob Tanis, Commissioner Barbara Yockey

**Absent:** Commissioner Al Ramirez

**Also Present:** City Manager Craig Horton, DDA Director Christine Malzahn, DDA Market Manager/Promotions Assistant Christiana Bishop, Clerk/Treasurer Dawn Sawicki-Franz and Public

4. **APPROVAL OF AGENDA**

**MOTION** by Tanis seconded by Yockey to approve the agenda as presented

**MOTION CARRIED UNANIMOUSLY**

5. **APPROVAL OF CONSENT AGENDA**

**MOTION** by Sadler seconded by Collison to approve the consent agenda to include:

**A. APPROVAL OF MINUTES** September 30, 2024 – Special Meeting  
October 01, 2024 – Regular Meeting

**B. OTHER MINUTES** July 16, 2024 – Election Commission  
September 26, 2024 – Lapeer County Board of Commissioners

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

General Fund Checking	\$	253,903.84
Tax Account	\$	414,102.60
HRA Account	\$	343.15
Total	\$	<u>668,349.59</u>

**ROLL CALL VOTE**

Ayes: Sadler, Collison, DeLuca, Tanis, Yockey, Kempf

Nays: None

Absent: Ramirez

**MOTION CARRIED UNANIMOUSLY**

6. **CITIZENS FROM THE FLOOR**

None

7. **DEPARTMENT HEAD REPORT**

None

8. **UNFINISHED BUSINESS**

**A. CITY OWNED PROPERTIES**

City Manager Horton referred to the letter and draft lease (between the City of Imlay City and J&J Liquidators) prepared by our City Attorney Robert Seibert for the lease of the Old Fire Hall.

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

**REGULAR MEETING  
TUESDAY, OCTOBER 15, 2024  
7:00 PM**

DDA Director Malzahn referenced the fact that the DDA is currently using the Old Fire Hall for the Farmer's Market and have begun preparations for the Winterfest to be held at that location. Malzahn listed a few options that were reviewed for space for the Winterfest and shared that these other location options did not seem feasible as well as perhaps the option of a reduced event. Kringle Market Manager Bishop shared how well received that this event was last year. Jim Slack from J & J Liquidators answered questions regarding his operation needs. City Commissioners weighed in on options to create a viable solution and to share the location for the best option for the City.

**MOTION** by Collison seconded by Yockey to approve City Manager Horton and J & J Liquidators to accept this lease for the Old Fire Hall as prepared by City Attorney Seibert, with the idea that J & J will share with the Kringle Market for the day of Winterfest (December 7<sup>th</sup>, 2024) and that the \$12,500.00 in rental income from the lease will go right back into these properties as needed

**ROLL CALL VOTE**

Ayes: Collison, Yockey, DeLuca, Sadler, Tanis, Kempf

Nays: None

Absent: Ramirez

**MOTION CARRIED UNANIMOUSLY**

**B. SPARK GRAND BID – PROJECT PRIME PROFESSIONAL**

City Manager Horton explained that the SPARK Grant is for the Lions Park Project and this is the contract for the professional services that is required by the grant administrators.

**MOTION** by Sadler seconded by Tanis for approval of the contract for Rowe Professional Services for Project Prime Professional and Construction Management Services in the amount of \$110,600.00.

**ROLL CALL VOTE**

Ayes: Sadler, Tanis, DeLuca, Yockey, Collison, Kempf

Nays: None

Absent: Ramirez

**MOTION CARRIED UNANIMOUSLY**

**9. NEW BUSINESS**

**A. APPOINT JOHN GENORD TO DOWNTOWN DEVELOPMENT AUTHORITY FOR A TERM OF FOUR YEARS**

**MOTION** by Sadler seconded by Yockey to approve the appointment of John Genord to serve on the Downtown Development Authority Board for a term of four years

**MOTION CARRIED UNANIMOUSLY**

**B. APPOINT BARBARA YOCKEY TO THE DOWNTOWN DEVELOPMENT AUTHORITY FOR A TERM OF FOUR YEARS**

Commissioner Yockey asked to be recused from this vote as she is the candidate for appointment to the DDA

**MOTION** by Sadler seconded by Tanis to approve Commissioner Barbara Yockey to be recused from vote on this agenda item

**MOTION CARRIED UNANIMOUSLY**

**MOTION** by Sadler seconded by Tanis to approve the appointment of Barbara Yockey to serve on the Downtown Development Authority Board for a term of four years

**MOTION CARRIED UNANIMOUSLY**

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

**REGULAR MEETING  
TUESDAY, OCTOBER 15, 2024  
7:00 PM**

**C. 2024-03 PARADE PERMIT – ANNUAL BORLAND & WESTON WALKING COSTUME PARADE**  
Parade Permit for the Annual Borland & Weston Walking Costume Parade to be held October 31, 2024 from 2:30 pm-3:30 pm on Metcalf Road between Borland and Weston  
**MOTION** by Collison seconded by Tanis to approve the Parade Permit #2024-03 as presented  
**MOTION CARRIED UNANIMOUSLY**

**D. 2024-13 SPECIAL EVENT APPLICATION – WINTERFEST**  
Winterfest sponsored by the Imlay City DDA and the Imlay City Chamber of Commerce to be held Saturday, December 7, 2024 from 10 am-7 pm  
**MOTION** by Tanis seconded by Collison to approve Special Event Permit #2024-13 as presented  
**MOTION CARRIED UNANIMOUSLY**

**E. TRICK-OR-TREAT HALLOWEEN HOURS – CITY OF IMLAY CITY**  
**MOTION** by Yockey seconded by Tanis to set the City of Imlay City Trick-or-Treat hours for Thursday, October 31 6 PM-8 PM  
**MOTION CARRIED UNANIMOUSLY**

**10. CITIZENS FROM THE FLOOR**  
None

**11. CLOSED SESSION - AS NEEDED**  
None

**12. CITY MANAGER REPORT**  
City Manager Horton informed that the Blacks Corners paving project is done except for the striping and therefore the barricades have not been completely removed as of yet. Horton continued sharing that the M-53 Median project is under way and should be completed by the end of the week.  
Clerk/Treasurer Sawicki-Franz gave an update on voting and the upcoming Election for November 2024. Sawicki-Franz briefed the Commission on the status of the absentee ballots and that they have been sent out and are coming back quickly with some using the new drop box, some mailing them in and some walking in and handing their absentee ballot to the staff. Sawicki-Franz continued sharing that a lot of new voters are getting registered and Early Voting starts Saturday, October 26<sup>th</sup> through Sunday, November 3, hosted at Imlay Township on Fairgrounds Road daily from 8 AM - 4 PM. In addition, Sawicki-Franz shared that \$525 was collected from the Lapeer County Municipal Clerk's Association to give to the American Legion Scholarship Fund in memory of Goodland Township Clerk Mavis Roy.

**13. CITY COMMISSIONER TIME**  
Commissioner Yockey shared her thanks that the Winterfest staff always goes above and beyond and for looking at other options.  
Commissioner Collison thanked both for working out this solution.  
Commissioner Tanis agreed and said thank you for working together and perhaps we should look at refurbishing the Old DPW building for events such as this.  
Commissioner Sadler briefly thanked everyone that worked together to come to a solution and said thank you to the public for coming to the meeting.  
Mayor Kempf offered her thanks to all involved for coming to a cooperative solution and thank you to the public also.

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

**REGULAR MEETING  
TUESDAY, OCTOBER 15, 2024  
7:00 PM**

- 14. ADJOURNMENT**  
**MOTION** by Yockey seconded by Tanis to adjourn at 7:53 PM  
**MOTION CARRIED UNANIMOUSLY**

Next Regular Commission Meeting Date: Thursday, November 7, 2024 at 7:00 PM

Respectfully submitted by: \_\_\_\_\_  
Dawn Sawicki-Franz, City Clerk

**APPROVED: November 07, 2024**