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IMLAY CITY COMMISSION
150 N. Main Street
IMLAY CITY, MI 48444
REGULAR MEETING
June 20, 2017

1. CALL TO ORDER

Mayor Barga called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Barga led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Walt Barga
Commissioner Mike Romine

Commissioner Al Ramirez
Commissioner Robert Tanis

Absent: Commissioner Joi Kempf, Commissioner Amy Planck and Commissioner Marty Rankin

Also Present: City Manager Tom Youatt; Doug Skylis of ROWE Professional Services Company; John Olson of Spicer Group; Chamber of Commerce Executive Director Wendy Muehleisen; twenty-eight members of the community; and one member of the media.

4. APPROVAL OF AGENDA

Moved by Romine, seconded by Tanis, to approve the agenda with the following additions:
8.I. ROWE Meter Pit Payment and 8.J. MML Liability and Property Insurance Renewal.

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF CONSENT AGENDA ITEMS

Motion by Ramirez, seconded by Tanis, to approve the following Consent Agenda Items as presented:

A. Approval of Minutes – Regular Meeting – June 6, 2017

B. Payment of Bills - Payroll totaling \$94,999.19
Accounts Payable and Trust & Agency totaling \$59,978.92

ROLL CALL VOTE

Ayes: Romine, Ramirez, Tanis, Barga

Nays: None

MOTION CARRIED 4 - YEAS; 0 - NAYS

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6. CITIZENS FROM THE FLOOR

Prior to offering citizen time from the floor, Mayor Borgen requested a moment of silence on behalf of former Mayor Pro Tem Jack Rankin in memory of his passing.

Alan Rosenbalm, Imlay City, addressed the Commission to relay his condolences for the loss of Jack Rankin. Mr. Rosenbalm also announced the 4th Annual Pet Parade/Bike Parade taking place in downtown Dryden on June 24, 2017 at 10:00 a.m., noting the addition of a classic car display to the event.

7. OLD BUSINESS

A. SAW Grant Payment #22 (Final)

City Manager Tom Youatt presented SAW Grant final payment request #22 in the amount of \$80,575.85, including invoices to Spicer Group in the amount of \$76,079.85 and Stantec in the amount of \$4,496.00 for training on the FAMS-XL financial system. Youatt noted that this will be the last SAW Grant payment request, representing the closeout of this project, and he will provide the Commission with a summary of the entire program costs.

Motion by Romine, seconded by Ramirez, to approve SAW Grant Payment #22 invoices for Spicer Group in the amount of \$76,079.85 and Stantec in the amount of \$4,496.00, as presented.

ROLL CALL VOTE

Ayes: Romine, Ramirez, Tanis, Borgen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

8. NEW BUSINESS

A. Present Proclamation to Matthew Van Dyk

Mayor Borgen announced his distinct honor in presenting Matthew Van Dyk with a proclamation for his outstanding accomplishments. Mayor Borgen read the proclamation as previously approved by the Commission for the honors Mr. Van Dyk has earned through his athletic and academic successes as a student athlete at Michigan State University, and presented the proclamation as a token of Commission appreciation.

Matthew Van Dyk humbly addressed the Commission and those in attendance to thank everyone who has helped him along his journey, relaying that their encouragement motivated his advancement and represented a large part of how he was able to accomplish so much.

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B. Student Presentation on the Belle River Environmental Study

Seven students from Juliann Kent's sixth grade Imlay City Middle School Science class presented their findings from an environmental study they had performed on the Belle River. The students discussed their initial hypothesis that the river was not healthy and presented data on dissolved oxygen levels, pH, nitrates, temperature and indicator species that proved their hypothesis to be incorrect. The students discussed changes in maintenance activities that have led to a healthier river, particularly the establishment of a buffer zone along the riverbank that is not mowed. Teacher Juliann Kent discussed the origin of the environmental study as an idea of former City Manager Amy Stryker and noted that the students develop their own methods of testing. Ms. Kent spoke to the value of students learning the science while enjoying the park environment.

City Manager Tom Youatt noted that the Belle River is our most precious environmental resource locally and it is nice to see this project continue.

Mayor Bargen thanked the students for their presentation and presented the students with a gift compliments of the Chamber of Commerce and the Fair Board.

C. Blueberry Festival Committee

- 1. Street Closure**
- 2. Noise Variance Request**
- 3. Parade Route**

Chamber of Commerce Executive Director and Blueberry Festival Committee Chair Wendy Muehleisen addressed the Commission to request approval of a noise variance, street closures and the parade route for the 37th Annual Blueberry Festival on July 21st and 22nd. Ms. Muehleisen noted that the parade route remains the same as last year, beginning at the Fairgrounds and travelling north on Almont Avenue to 7th Street. Ms. Muehleisen noted that the Rotary Tent will move from the Farmers' Market area to the Lamb Steele parking lot.

Motion by Tanis, seconded by Romine, to approve the Blueberry Festival Committee street closure, noise variance, and parade route requests, as presented.

MOTION CARRIED UNANIMOUSLY

D. Financial Contribution Agreement – I. C. Historical Commission

City Manager Tom Youatt reported that the City has enjoyed a long term relationship with the Imlay City Historical Commission whereby the City leases to them a building for museum purposes. Youatt further reported that the building and property requires maintenance and improvement activities and, per the City auditor, the most appropriate way for the City to contribute financially to the Historical Commission is through a financial contribution agreement.

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Motion by Romine, seconded by Ramirez, to approve the Financial Contribution Agreement between the City of Imlay City and the Imlay City Historical Commission, and authorize the Mayor and Clerk to sign on behalf of the City.

ROLL CALL VOTE

Ayes: Ramirez, Tanis, Romine, Bargaen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

E. Resolution 2017-10 – Budget Amendment #4 for FY 2016-17

City Manager Tom Youatt presented the fourth and final budget amendment for FY2016-2017, explaining that it is necessary to balance the budget prior to the end of the fiscal year on June 30, 2017.

Motion by Romine, seconded by Ramirez, to approve Resolution 2017-10 Budget Amendment No. 4 for FY2016/17, as presented.

ROLL CALL VOTE

Ayes: Tanis, Romine, Ramirez, Bargaen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

F. Resolution 2017-11 – To Adopt the Annual Exemption Option as Set Forth in 2011 Public Act 152

City Manager Tom Youatt presented Resolution 2017-11 as the formal means to opt out of PA 152 of 2011, the Publicly Funded Health Insurance Contribution Act. Youatt noted that the City has three options to comply with the Act, having to choose either hard caps, 80/20, or opting out. Youatt recommended the third option to exempt the City from the Act and noted the resolution to opt out is for the period July 1, 2017 through June 30, 2018.

Motion by Ramirez, seconded by Romine, to approve Resolution 2017-11 to adopt the annual exemption option as set forth in 2011 PA 152.

ROLL CALL VOTE

Ayes: Romine, Ramirez, Tanis, Bargaen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

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G. Resolution 2017-12 – Resolution of Intent to Apply for Voting System Grant and Authorize City Clerk to Submit Grant Application

City Manager Tom Youatt presented proposed Resolution 2017-12 to authorize the City Clerk to submit a grant application to the Michigan Secretary of State for new voting equipment in 2017. Youatt noted the new voting equipment costs would be covered by federal Help America Vote Act and State of Michigan allocated funds.

Motion by Romine, seconded by Tanis, to approve Resolution 2017-12 to authorize the City Clerk to submit a Voting System Grant application to the Michigan Secretary of State on behalf of the City.

ROLL CALL VOTE

Ayes: Romine, Ramirez, Tanis, Bargaen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

H. Spicer Proposal for Capital Improvement Plan

City Manager Tom Youatt presented a proposal from Spicer Group for development of a Capital Improvement Plan (CIP) for the City at a cost of \$18,500.00. Youatt noted that a CIP was now a requirement for MEDC grant applications and Spicer Group will incorporate recommended improvements from the M-53 Corridor Plan, Sewer AMP, Water AMP, Master Plan, etc. to develop the overall CIP. Youatt further noted that an initial meeting with Department Heads and the Commission would kick off the process.

Motion by Romine, seconded by Ramirez, to approve the proposal from Spicer Group for development of a Capital Improvement Plan in the amount of \$18,500.00, as presented.

ROLL CALL VOTE

Ayes: Romine, Ramirez, Tanis, Bargaen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

I. ROWE Meter Pit Payment

City Manager Tom Youatt presented a progress payment request from ROWE Professional Services Company for the Meter Pit Project in the amount of \$720.00. Youatt noted that this project is nearing completion with just under \$250.00 left for engineering in the project budget. Youatt noted that the pressure reducing valves and SCADA equipment had been installed and DPW Superintendent Ed Priehs is working to ensure its efficient operation.

Motion by Romine, seconded by Tanis, to approve Meter Pit Project payment for ROWE Professional Services Company in the amount of \$720.00, as presented.

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ROLL CALL VOTE

Ayes: Ramirez, Tanis, Romine, Bargaen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

J. MML Liability and Property Insurance Renewal

City Manager Tom Youatt presented the MML Liability and Property Pool Proposal for renewal of insurance coverages for the period July 1, 2017 through June 30, 2018 with the annual premium amount of \$72,318.00. Youatt noted that this represents an increase of \$1,821.00 over last year's premium due to new vehicle purchases. Youatt further noted the City has been a member of the Pool since 1991 and will receive a dividend return in the amount of \$7,700.00 to help offset the increase.

Motion by Romine, seconded by Tanis, to approve the MML Liability and Property Pool Insurance Renewal for the period July 1, 2017 through June 30, 2018 in the amount of \$72,318.00, as presented.

ROLL CALL VOTE

Ayes: Ramirez, Tanis, Romine, Bargaen

Nays: None

MOTION CARRIED 4 - YEAS; 0 – NAYS

9. MANAGER'S REPORT

Additional information was attached to the packet.

City Manager Tom Youatt reported that the M-53 road diet lane reconfiguration had been implemented June 17, 2017 with restriping taking place from Old M-21 to 1st Street. Youatt reported there have been no issues in the short time this safety improvement has been in place. Youatt reported he would be meeting with Spicer and MDOT on June 27, 2017 to further the M-53 Gateway Project which will ultimately serve to calm the traffic coming into the City. Youatt reported that the DNR Property Acquisition Committee has recommended approval to the DNR Director and the acquisition is moving along for the Borland Road property. Youatt presented the new charge amounts for water purchase from GLWA for services beginning July 1, 2017 and noted the original rate increase of 4% had been recalculated to 2%. Youatt noted he had budgeted \$1,100,000.00 for water purchase in the FY17/18 Budget and the smaller rate increase should provide notable savings. Youatt announced that the new VOIP phone system had been cutover and City staff is busy training on the new Mitel phones. Youatt reported that the First Congregational Church had signed the purchase agreement regarding 320 N. Almont Avenue, and a closing will be scheduled soon on the property.

Mayor Bargaen inquired as to the Utility Ordinance Review currently underway. City Manager Tom Youatt responded that he, along with Ed Priehs, Anne McAvoy and Nicole Frost had met to

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review and compile proposed changes to the ordinances. Youatt encouraged the formation of a committee of the Commission to review the changes proposed prior to submittal to the City Attorney for formatting. Mayor Bergen called for interest in serving on such committee, noting his own interest. Commissioner Al Ramirez noted his interest in serving on the committee.

10. OTHER BUSINESS

Commissioner Al Ramirez thanked everyone for attending, commended the Imlay City Middle School students on their Belle River presentation, and congratulated Matthew Van Dyk on his well-deserved proclamation.

Mayor Bergen thanked everyone for attending, noting all are welcome to attend future meetings at any time.

11. ADJOURNMENT

Motion by Ramirez, seconded by Romine, to adjourn the meeting at 7:39 p.m.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted by: Nicole F. Frost: _____
City Clerk/Treasurer

Approved: _____