

**IMLAY CITY COMMISSION**  
**150 N. Main Street**  
**IMLAY CITY, MI 48444**

**REGUALR MEETING**  
**Tuesday, July 21, 2020**  
**7:00 P.M.**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

Mayor Joi Kempf led the Pledge of Allegiance

**3. ROLL CALL**

<b>Present:</b> Mayor Joi Kempf	Mayor Pro Tem Frank Demske
Commissioner Stu Davis	Commissioner Al Ramirez
Commissioner Greg Rowden	Commissioner Ted Sadler
Commissioner Kelly Villanueva	

**Absent:** None

**Also Present:** City Clerk Dawn Sawicki-Franz, Fire Chief Rick Horton, DPW Superintendent Ed Priehs and citizens.

**4. APPROVAL OF AGENDA**

**Motion** by Villanueva supported by Sadler to approve the agenda with the addition of **New Business E. Full-time Administrative Assistant Discussion**  
**MOTION CARRIED UNANIMOUSLY**

**5. APPROVAL OF CONSENT AGENDA ITEMS**

**Motion** by Demske supported by Sadler to approve the consent agenda items as presented:

<b>A.</b> Approval of Commission Minutes:	July 07, 2020	Regular Meeting
	July 08, 2020	Special Meeting
	July 14, 2020	Special Meeting
<b>B.</b> Approval of Other Minutes:	June 08, 2020	DDA Meeting
	March 11, 2020	Park and Rec Meeting
<b>C.</b> Payment of Bills in the amount of:	General Fund Checking	\$317,989.24
	Tax Account	\$ 1,755.00
	HRA Account	<u>\$ 745.45</u>
	Total	\$320,489.70

**ROLL CALL VOTE**

Ayes: Demske, Sadler, Ramirez, Rowden, Davis, Villanueva, Kempf

Nays: None

**MOTION CARRIED UNANIMOUSLY**

**6. CITIZENS FROM THE FLOOR**

**Fire Chief Horton** spoke on an update on the new fire hall: trucks are being retrofitted for the new exhaust system hook up and Exhaust System 101 training will take place, breathing air system and the gear washer will be hooked up August 3<sup>rd</sup>, electrical issues will be addressed on August 3<sup>rd</sup> as well, radio system has been transferred, phones are now working, need window coverings, and there are significant water leaks in the new station after heavy rains.

**7. OLD BUSINESS**

**A. Fire Hall Purchase Orders:** New phones and supply cabinets have been received and

are put in place for use.

**No Motion** – discussion only.

**B. Discussion and Action regarding City Manager Contract**

**Motion** by Davis supported by Villanueva to approve the contract offered by the personnel committee to Craig Horton for the posted City Manager position.

**Discussion:** Craig Horton will begin August 17, 2020

**ROLL CALL VOTE**

Ayes: Davis, Villanueva, Demske, Ramirez, Rowden, Sadler, Kempf

Nays: None

**MOTION CARRIED UNANIMOUSLY**

**8. NEW BUSINESS**

**A. Chamber of Commerce Rent Forgiveness**

Presentation by Shannon Hamel regarding the lack of fundraisers for the year for the Chamber of Commerce causing her request for rent forgiveness.

**Motion** by Villanueva supported by Sadler to forgive the rent for the Chamber of Commerce from January 2020 until December 2020 due to the extenuating circumstances of this season.

**ROLL CALL VOTE**

Ayes: Villanueva, Sadler, Davis, Demske, Ramirez, Rowden, Kempf

Nays: None

**MOTION CARRIED UNANIMOUSLY**

**B. Chamber of Commerce Request for charitable Gaming License Approval**

**Motion** by Davis supported by Sadler to approve the request from the Chamber of Commerce for a Charitable Gaming License for a meat raffle for fundraising with products from The Smoke House.

**ROLL CALL VOTE**

Ayes: Davis, Sadler, Villanueva, Demske, Ramirez, Rowden, Kempf

Nays: None

**MOTION CARRIED UNANIMOUSLY**

**C. Vlastic Water Tower Maintenance**

**Discussion**—DPW Superintendent Ed Priehs presented for discussion the ConAgra/Vlastic agreement to use the same maintenance program and same consultant and sharing the cost at a rate of 50% each.

**Motion** by Davis supported by Rowden to approve the Vlastic maintenance share agreement as presented.

**ROLL CALL VOTE**

Ayes: Davis, Rowden, Sadler, Villanueva, Demske, Ramirez, Kempf

Nays: None

**MOTION CARRIED UNANIMOUSLY**

**D. DPW Purchase Order**—Materials to repair E First ST storm sewer in the Industrial Park

**Discussion** – DPW Superintendent explained the purchases needed for the storm sewer repair that is on E First Street as well as through the DPW yard.

**Motion** by Davis supported by Villanueva to approve purchases as presented for the storm sewer repair.

**ROLL CALL VOTE**

Ayes: Davis, Villanueva, Demske, Ramirez, Rowden, Sadler, Kempf

Nays: None

**MOTION CARRIED UNANIMOUSLY**

**E. Full-Time Administrative Assistant Position**

**Discussion**—Commissioner Ramirez proposed to amend the current Administrative Assistant Position to a full-time position to cement the staff and increase morale as well as to retain staff as these are critical roles in the city office.

**Motion** by Ramirez supported by Davis to approve the amendment of the current Administrative Assistant Position to a full-time position.

**ROLL CALL VOTE**

Ayes: Ramirez, Davis, Demske, Rowden, Sadler

Nays: Villanueva, Kempf

**MOTION CARRIED**

**9. CITY MANAGER'S REPORT**

Splash Pad discussion-Rowe submitted bid to DNR for approval and DPW Superintendent Ed Priehs reported that this is within the 5% of estimate and will be added to the August 6<sup>th</sup> commission agenda. Discussion regarding opening office as soon as sneeze guard on front counter has been installed and any other required cautions are put in place. Mayor Kempf stated that the city has applied for some CARES ACT funds (two different grants) and are waiting the response for this. She stated that she worked with the fire department and the police department to get these ready for submission. Mayor Kempf and Clerk Sawicki-Franz met with Egle and EJ Green on possible Brownfield Grant Agreement. Sadler noted that the EMS millage is up for renewal this August.

**10. Other – None**

**11. ADJOURNMENT**

**Motion** by Davis supported by Demske to adjourn at 7:50pm.

**MOTION CARRIED UNANIMOUSLY**

Next Regular Commission Meeting Date: Thursday, August 6, 2020

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

**APPROVED: August 6, 2020**