

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

REGULAR MEETING
TUESDAY, NOVEMBER 7, 2023
7:00 PM

1. **CALL TO ORDER**

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

2. **PLEDGE OF ALLEGIANCE**

Mayor Joi Kempf led the Pledge of Allegiance.

3. **ROLL CALL**

Present: Mayor Joi Kempf, Mayor Pro Tem Ted Sadler, Commissioner Joe DeLuca, Commissioner Al Ramirez, Commissioner Bob Tanis, Commissioner Barbara Yockey

Absent: Commissioner Shane Collison

Also Present: City Manager Craig Horton, DDA Director Christine Malzahn, Fire Chief Keith Klobucar, Lapeer County Commissioner District 5 Truman Mast, Clerk/Treasurer Dawn Sawicki-Franz and Public.

4. **APPROVAL OF AGENDA**

A. 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 Tanis to approve the consent agenda to include:

- A. APPROVAL OF MINUTES** October 17, 2023 – Regular Meeting
B. OTHER MINUTES August 08, 2023 – Parks and Recreation
July 06, 2023 – Regular Meeting Ruth Hughes Memorial Library
September 07, 2023 – Budget Hearing Ruth Hughes Library
September 07, 2023 – Regular Meeting Ruth Hughes Library
C. PAYMENT OF BILLS IN THE AMOUNT OF:
- | | | |
|-----------------------|----|-------------------|
| General Fund Checking | \$ | 544,872.13 |
| Tax Account | \$ | 159,617.20 |
| HRA Account | \$ | <u>574.32</u> |
| Total | \$ | <u>705,063.65</u> |

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

6. **CITIZENS FROM THE FLOOR**

Lapeer County Commissioner District 5 Truman Mast reported on the following from the Lapeer County Board as an update: Opioid Settlement received of \$1.3 Million to be distributed over the next 18 years at \$72,000/year, Lapeer County Emergency Management Coordinator Sarah Whaley secured the Save America's Treasures match Grant at \$750,000 for the Historical Court House and Forest Hall, ARPA funds allocated at \$750,000 for Forest Hall, General Squire Park and another \$750,000 for the Historic Court House, Polly Ann Trail lease agreement is being considered, Geographical Information System (GIS) mapping system is being updated through the County in the next 8 months at a cost of \$80,000, broadband expansion, County jail security system and creating a calendar for all contracts and their expiration dates to be proactive for negotiations in the future.

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7. DEPARTMENT HEAD REPORT

City Manager Horton introduced the new Fire Chief Keith Klobucar. Chief Klobucar gave a brief overview of his first few days at the City of Imlay City and the Commissioners welcomed Chief to the City.

8. UNFINISHED BUSINESS

A. 425 AGREEMENT – IMLAY TOWNSHIP UPDATE

City Manager Horton presented to the Commission the most recent version of the 425 Agreement where the addendum regarding tap in fees, located formally at the end of the agreement, has now been folded into the main portion of the agreement. The plan is to have a public hearing here at the City in December for the final draft and the township will have their own public hearing in December.

NO MOTION, INFORMATIONAL ONLY

B. CITY OWNED PROPERTIES UPDATE (SAGE CREEK)

City Manager Horton stated that the EGLE (Environment, Great Lakes, and Energy-State of Michigan) have not gotten the final report back from the labs regarding the DPW building – no issue at the fire hall. The other item is the phase one for the sign shop expires at the end of the month and we will be looking for a possible extension. Sage Creek and the City are still on board and we are waiting on EGLE at this point.

NO MOTION, INFORMATIONAL ONLY

9. NEW BUSINESS

A. NEW FIRE CHIEF, KEITH KLOBUCAR

Previously introduced during Department Head Report.

NO MOTION

B. SPECIAL EVENT PERMIT – 2023-09 WINTER FEST

DDA Director Malzahn shared that the Chamber of Commerce and the DDA are working together on the Winter Fest to be held on Saturday, December 9th as an all-day event 10 AM – 8 PM, and have brought on the Farmer's Market Manager Patti Biolchini for the Kringle Winter Market as part of the festivities and are hoping to use the old fire hall for the market. Other events include: breakfast with at Santa at El Ranchito, kids' crafts, stories with Mrs. Clause, horse drawn wagon rides throughout town, parade at 6 PM and ending at the Tree Lighting at Lamb Steele Park near the gazebo.

MOTION by Sadler seconded by Tanis to approve the special event permit #2023-09 Winter Fest as presented.

MOTION CARRIED UNANIMOUSLY

City Manager Horton asked DDA director Malzahn to give a brief update on the brick paver removal and replacement with stamped concrete project located in the downtown area. Malzahn continued by thanking the Commission for approving and funding the project that was much needed to alleviate the trip and fall hazards on the sidewalks throughout the downtown and shared that Pablo from Elegant Creations is almost finished and even went above and beyond to wash the downtown windows due to the fact that there was some overspray.

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10. CITIZENS FROM THE FLOOR

None

11. CITY MANAGER TIME

City Manager Horton said he would like to give his report before Closed Session so that the public can hear before they are removed from the City Chambers. Horton asked Commissioner Tanis for an update on the Old School Park Pavilion. Tanis stated that the concrete was poured the other day, the landscaping will be cleaned up soon and the gutters are scheduled to come on the 17th of November. Horton continued by updating on the M-53 and 4th Street project and stated they have had difficulty getting supplies and he does not anticipate any more major progress now that the weather has turned and will look forward to the continuation of this project in the spring. We have met with planners to work on the Master Plan to continue to qualify for grants and include a Capital Improvement Plan and at the same time have requested a quote for a regulatory and zoning ordinance for recreational marijuana for future review and will hopefully have them at the next meeting. The fiscal year 2022-2023 audit has been completed by King and King CPAs and the draft is back for review by administration as well as King and King CPAs will be at the next City Commission meeting for audit review with the City Commission and approval at that time. The DWSRF grant was lost for this fiscal year for the finishing of 4th Street and we are applying again for next year in hopes of a better result for a grant for the City. Horton also referenced the road safety audit report that has been passed out to the Commission.

12. CLOSED SESSION

MOTION by Sadler seconded by Tanis for approval to recess into closed session to consider attorney/client privileged communication and labor negotiations pursuant to section 8 of the open meetings act at 7:31 PM.

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

After discussion, Mayor Kempf brought the meeting back to open session at 8:07 PM

MOTION by Yockey and seconded by Sadler: Moved to ratify the tentative agreement with the Police Union (Fraternal Order of Police) as presented.

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

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MOTION by Tanis, supported by Sadler: Moved to approve an increase in pay for all full-time non-Union and non-contract employees and the paid-on-call Firefighter and Fire Command groups for the fiscal year July 1, 2023 through June 30, 2024 for a total annual wage increase of 5%. This 5% figure will include all prior wage adjustments received in this fiscal year and is designed to assure a 5% increase in total for the fiscal year. This adjustment shall be retroactive to the first full pay period of July 1, 2023.

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

13. CITY COMMISSIONER TIME

Commissioner Yockey stated that she is happy to see the 425 Agreement between the City and Imlay Township is being reviewed by council, as she is aware of issues with others that had conflicts arise.

Commissioner Ramirez asked for the hiring process to be explained regarding the new Fire Chief.

Commissioner DeLuca asked for clarification as to if the soccer field was part of the 425 Agreement.

Commissioner Sadler briefed the Commission on the recent emergency plan meeting that was held earlier that day regarding the upcoming mock incident.

14. ADJOURNMENT

MOTION by Sadler seconded by Yockey to adjourn at 8:34 PM

MOTION CARRIED UNANIMOUSLY

Next Regular Commission Meeting Date: Tuesday, November 21, 2023 at 7:00 PM

Respectfully submitted by: _____
Dawn Sawicki-Franz, City Clerk

APPROVED: November 21, 2023