

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

**REGULAR MEETING
TUESDAY, APRIL 16, 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 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: DPW Superintendent Ed Priehs, DDA Director Christine Malzahn, Police Chief Brett Selby, Police Sergeant Sean Leathers, Clerk/Treasurer Dawn Sawicki-Franz and Public

4. APPROVAL OF AGENDA

MOTION by Yockey seconded by Tanis to approve the agenda with addition of: **UNFINISHED**

BUSINESS: D. MDOT M-53.

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF CONSENT AGENDA

MOTION by Sadler seconded by DeLuca to approve the consent agenda to include:

A. APPROVAL OF MINUTES April 02, 2024 – Regular Meeting

B. OTHER MINUTES

October 10, 2023 – Parks and Recreation

January 09, 2024 – Parks and Recreation

February 05, 2024 – DDA Regular Meeting

March 11, 2024 – DDA Regular Meeting

March 28, 2024 – Lapeer County Board of Commissioners

C. PAYMENT OF BILLS IN THE AMOUNT OF: General Fund Checking \$ 574,532.32

Tax Account \$ 000.00

HRA Account \$ 000.00

Total \$ 574,532.32

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

6. CITIZENS FROM THE FLOOR

One member of the public spoke

7. DEPARTMENT HEAD REPORT

None

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8. UNFINISHED BUSINESS

A. 2024-2025 FINAL BUDGET BOOKS ISSUED FOR REVIEW

Clerk/Treasurer Sawicki-Franz shared the budget books that were passed out to each Commissioner for review of the draft budget and asked if there were any questions regarding the draft budget.

NO MOTION, DISCUSSION ONLY

B. DDA PRESENTS RFP ON CITY OWNED PROPERTIES FOR REVIEW AND DISCUSSION

DDA Director Malzahn explained the RFP that was in the Commission board packet and introduced Scott and Michelle Sims of Nona's Traditional Italian Recipes.

Michelle shared her background and her plan to move forward with the submitted RFP.

Scott continued sharing his excitement of this venture for him and Michelle

MOTION by Yockey and seconded Tanis to allow City Manager Craig Horton and DDA Director Christine Malzahn to proceed in negotiations with Nona's Traditional Italian Recipes

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

C. POLICE DEPARTMENT – TOPICS POSTPONED FROM MARCH 19TH MEETING

Police Chief Selby discussed items from the March 19, 2024 Commission meeting. The Police Department has conducted interviews of interested candidates for the Public Safety Administrative Assistant posted position. After a point calculated scoring, the number one candidate was Denise Kovacik. Chief Selby recommends this candidate for the position.

Mayor Kempf spoke stating that new information has become apparent and the City Attorney was not available to have this information for the Commission tonight.

Chief Selby asked Denise Kovacik, who was in the audience, to speak regarding a time frame of when she could start the position and she stated very soon and requested that she be able to come back to the position with her previous seniority.

Chief Selby continued with his second item for discussion as the need for an extended budget resolution to fill two police department officer positions. One as a result of an impending retirement in May of 2024 of a patrol officer and the second is a position that has been left unfilled since Chief Selby had arrived in 2021. The citizens have spoken regarding no new taxes for the City Public Safety Department in the amount of 46 cents to 48 cents per day for a millage to fund this needed position, and so we are looking for alternate ways to approach this, including DDA capture funds and grant funding available. The cost to outfit an officer is approximately \$6,000. The overtime bleed that is currently taking place is extensive due to shortage of officers.

Sergeant Leathers continued explaining the difficulty in scheduling when an officer takes a vacation week or is needed in court or other obligations and it causes a severe shortage.

Chief Selby is looking for \$45,500 plus a grant and the DDA capture funds of \$26,000 to help in funding this.

All Commissioners asked questions and commented on Chief Selby's request.

MOTION by Ramirez and seconded by Sadler to have Police Chief Selby go ahead and add one patrol officer to fill the current vacant position immediately

ROLL CALL VOTE

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

Nays: None

Absent: Collison

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D. MDOT M-53

Mayor Kempf informed that she has attended many MDOT M-53 meetings in the past and at the most recent meeting, MDOT shared the results of an independent audit team that conducted a road safety audit. MDOT would like to have Imlay City Commission support in the form a letter of support for the new project. MDOT will host future citizen meetings and town halls to inform the citizens of the plans to move forward. MDOT has projected that the cost for this M-53 project to be between \$8 Million and \$10 Million and to be paid for 100% by MDOT

MOTION by Sadler and seconded by Yockey for Mayor Kempf to draft a letter of support to MDOT with the Imlay City Commission's support for moving forward with the planning phase and invite them to visit us in the future.

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

9. NEW BUSINESS

A. DPW – LAMB STEELE BUILDING HVAC RENOVATIONS PROPOSAL PRESENTED

DPW Superintendent Priehs gave a brief overview of the two-year process of Spicer reviewing and designing the HVAC system that is needed for the Lamb Steele building.

MOTION by Tanis seconded by Sadler to approve the bid by Kapala Heating and Cooling for the amount of \$547,000 as recommended by DPW Superintendent Priehs

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

B. 2024-2025 PROPOSED AMENDED REQUEST (SEE PROPOSED MOTION)

MOTION by Yockey and seconded by Tanis to amend the proposed draft budget for the Lamb Steele activity in the General Fund with an increase of \$170,000 for Capital Outlay (line 101-267.000-975.000). This is due to the bids for the HVAC coming in a higher than originally budgeted. The offset for the amendment will be an increase in Balance Forward from Fund Balance (line 101.000-000-400.000)

ROLL CALL VOTE

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

Nays: None

Absent: Collison

MOTION CARRIED UNANIMOUSLY

C. DPW CITY WATER SYSTEM LEAK DETECTION DISCUSSION

DPW Superintendent Priehs gave an overview of the City Water Leak Detection Survey and described the process needed going forward with bid from M.E. Simpson for \$48,350.

MOTION by Sadler and seconded by Yockey to approve the proposal from M.E. Simpson at the cost of \$48,350 for a Leak Detection Survey as recommended by DPW Superintendent Priehs.

ROLL CALL VOTE

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

Nays: None

Absent: Collison

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D. PARKS AND RECREATION APPLICATION, JEREMY HAYDEN

MOTION by Yockey and seconded by Ramirez to approve the appointment of Jeremy Hayden to the Parks and Recreation Commission as presented.

MOTION CARRIED UNANIMOUSLY

E. JULY 5, 2024, PTO REQUEST (SEE PROPOSED MOTION)

Clerk/Treasurer Sawicki-Franz presented a draft motion regarding the upcoming Independence Day Holiday asking the Commission to approve the closure of the Imlay City Office for Friday, July 5, 2024 with staff using PTO time as has been done in the past.

MOTION by Ramirez and seconded by Tanis to allow all non-Public Safety City employees to use PTO on Friday, July 5, 2024 and authorize the closure of City Offices on that day.

MOTION CARRIED UNANIMOUSLY

F. SPECIAL EVENT APPLICATION – CINCO DE MAYO, HISPANIC SERVICE CENTER

MOTION by Sadler and seconded by Tanis to approve the Special Event Application-Cinco De Mayo from the Hispanic Service Center to be held on Saturday, May 4, 2024 at 11:00 AM until 3:00 PM as presented.

MOTION CARRIED UNANIMOUSLY

G. PARADE PERMIT APPLICATION – ICHS SWING OUT, LYNDA BLEVINS

MOTION by Yockey and seconded by Ramirez to approve the Parade Permit –Imlay City High School Swing Out to be held Friday, May 31, 2024 at 6:00 PM as presented

MOTION CARRIED UNANIMOUSLY

10. CITIZENS FROM THE FLOOR

None

11. CLOSED SESSION - AS NEEDED

MOTION by Yockey and seconded by Tanis to enter into Closed Session for the purpose of Labor Negotiations at 8:30 PM.

MOTION CARRIED UNANIMOUSLY

Mayor Kempf returned the meeting to open session at 8:38 PM

12. CITY MANAGER REPORT-City Clerk/Treasurer

Clerk/Treasurer Sawicki-Franz reported that 2023 Tax Settlement is complete with the Lapeer County Treasurer remitting the delinquent property taxes this week. The deadline to submit filing papers for the open City Commission positions for the November 2024 election is Tuesday, July 23, 2024 at 4:00 PM. The VFW is collecting plastics per an approved list and would like to donate a bench to the City once they have collected enough plastics to create the bench. The City of Imlay City will host the Lapeer County Clerk's Association at the City Hall on Wednesday, April 17, 2024 for their monthly meeting and a quick reminder to fill out the Master Plan Survey that has been distributed through many avenues throughout the City.

13. CITY COMMISSIONER TIME

Commissioner Sadler commented on the recent EMAC meeting and shared there will be a Hazardous Waste Collection on May 1, 2024 from 2 PM-6 PM at the Restore location in Lapeer.

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Mayor Kempf shared her thanks to the Commission for voting for the letter of support for the MDOT M-53 proposal.

- 14. ADJOURNMENT**
MOTION by Yockey seconded by Sadler to adjourn at 8:48 PM
MOTION CARRIED UNANIMOUSLY

Next Regular Commission Meeting Date: Tuesday, May 07, 2024 at 7:00 PM

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

APPROVED: May 07, 2024