

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

**REGULAR MEETING
TUESDAY, MAY 21, 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 Shane Collison
Commissioner Joe DeLuca (in at 7:04 PM), Commissioner Al Ramirez, Commissioner Barbara Yockey

Absent: Commissioner Bob Tanis

Also Present: City Manager Craig Horton, DDA Director Christine Malzahn, DPW
Superintendent Ed Priehs, Police Chief Brett Selby, Police Sergeant Sean Leathers, Fire Chief
Keith Klobucar, Clerk/Treasurer Dawn Sawicki-Franz and Public

4. APPROVAL OF AGENDA

MOTION by Collison seconded by Yockey to approve the agenda as presented
MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF CONSENT AGENDA

MOTION by Ramirez seconded by Yockey to approve the consent agenda to include:

A. APPROVAL OF MINUTES May 07, 2024 – Regular Meeting

B. OTHER MINUTES

April 08, 2024 – Downtown Development Authority

April 09, 2024 – Parks and Recreation

April 25, 2024 – Lapeer County Board of Commissioners

C. PAYMENT OF BILLS IN THE AMOUNT OF:

General Fund Checking	\$	192,112.30
Tax Account	\$	000.00
HRA Account	\$	<u>262.26</u>
Total	\$	<u>192,374.56</u>

ROLL CALL VOTE

Ayes: Ramirez, Yockey, Collison, Sadler, Kempf

Nays: None

Absent: DeLuca, Tanis

MOTION CARRIED UNANIMOUSLY

6. CITIZENS FROM THE FLOOR

None

7. DEPARTMENT HEAD REPORT

DDA Director Malzahn gave an informative presentation on the "I am Imlay City Community Storytelling Art Project." Malzahn using a demonstrational prop of a miniature lamp post with a sample banner attached for visual effectiveness, explained that each banner will have a unique QR code that will take you to the link for the YouTube channel that will "bring to life" the character that is featured on the banner. The banners will feature 80 diverse artists and will involve many

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community groups throughout Imlay City. This project was made possible by being awarded a first place \$25,000.00 Place Making Prize Grant. Malzahn continued reporting that a second grant was awarded from the Four County Foundation in the amount of \$8,000.00 for bike racks to be uniquely created and placed throughout the downtown Imlay City area as well as the spring plants are in the ground. In addition, Malzahn shared that the DDA committed funds to be used to improve and freshen up the rail area between the museum and the train viewing platform, Concerts in the Park kickoff will begin June 18th and the Farmer's Market will open on July 11th for the 2024 summer/fall season.

8. UNFINISHED BUSINESS

A. AMENDMENT TO CODE OF ORDINANCES-ORDINANCE 20, CHAPTER 100 SIDEWALKS

City Manager Horton introduced the ordinance amendments and stated that the department heads had worked together to create this amendment and then deferred to DDA Director Malzahn to present the changes.

Mayor Kempf presented the First Reading for Ordinance 20, Chapter 100: Sidewalks 100.05 Maintenance (B) and (C), 100.99 (B) Penalty

MOTION by Yockey seconded by Collison to approve the first reading of Ordinance 20, Chapter 100-Sidewalks as presented.

ROLL CALL VOTE

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

Nays: None

Absent: Tanis

MOTION CARRIED UNANIMOUSLY

City Manager Horton stated that while we are talking about Ordinance Amendments, there are a couple others that are currently being worked on from Fire Chief Klobucar and Police Chief Selby and have been sent to our attorney for review and will be presented at a future City Commission meeting. These updates address the Fire Lane Ordinance and False Alarm Ordinance. In addition, City Manager Horton asked DDA Director Malzahn to share with the Commission information regarding the draft New Business Licensing/Permit with samples from the City of Lapeer and the Village of Romeo.

B. CDBG 2023 INFRASTRUCTURE PAYMENT APPLICATION #3-BODDY CONSTRUCTION

DPW Superintendent Priehs presented and explained the payment request from Boddy Construction.

MOTION by Sadler and seconded by Ramirez to approve the CDBG project payment #3 to Boddy Construction in the amount of \$293,209.63 as recommended by Priehs.

ROLL CALL VOTE

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

Nays: None

Absent: Tanis

MOTION CARRIED UNANIMOUSLY

C. UPDATE ON SEWER PROJECTS

DPW Superintendent Priehs gave a brief progress overview of the project on M-53/Fourth Street and shared the progress of the water mains, the storm sewers and catch basins and should be completed by the beginning of July. In addition, the lift station at South Almont will be completed after this portion is done as they are still getting parts in for this part of the project.

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D. UPDATE CITY OWNED PROPERTIES

DDA Director Malzahn shared that the Sim's are very eager to get this project underway and are currently waiting for the property appraisal to come back to determine the fair market value. Also, a purchase agreement has been received and has been sent to our City Attorney for review.

9. NEW BUSINESS

A. NEW DUMP TRUCK WITH SNOW REMOVAL EQUIPMENT

DPW Superintendent Priehs explained the dump truck chassis with snow equipment as needed and budgeted for in the 24/25 FY budget and requested to get this truck on order.

MOTION by Collison seconded by Yockey to approve the purchase of a new dump truck with snow removal equipment in the amount of \$225,932.00 as presented.

ROLL CALL VOTE

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

Nays: None

Absent: Tanis

MOTION CARRIED UNANIMOUSLY

B. PURCHASING POLICY

City Manager Horton explained that the current purchasing policy was adopted in 2007 and is extremely outdated as items are costing more in today's pricing and Department Heads have requested this to be revised.

MOTION by Collison seconded by Yockey to adopt the revised purchasing policy effective immediately as presented.

ROLL CALL VOTE

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

Nays: None

Absent: Tanis

MOTION CARRIED UNANIMOUSLY

C. 2024-05 SPECIAL EVENT APPLICATION-GATEWAY ASSEMBLY GAS GIVEAWAY

MOTION by Collison seconded by DeLuca to approve the 2024-05 special event application for Gateway Assembly for their Gas Giveaway to be held Tuesday, July 16, 2024 from 9 AM to 1 PM located at 546 N Cedar Street as presented

MOTION CARRIED UNANIMOUSLY

D. 2024-06 SPECIAL EVENT APPLICATION-FRIENDS OF POLLY ANN TRAIL RUN/WALK

MOTION by Sadler seconded by Ramirez to approve the 2024-06 special event application for Friends of Polly Ann Trail Run/Walk to be held Saturday, June 01, 2024 from 7:30 AM to 11:00 AM located at NW corner of ICHS parking lot as presented

MOTION CARRIED UNANIMOUSLY

E. PARKS AND RECREATION COMMISSION APPOINTMENT-JENNIFER KULIN

MOTION by Collison and seconded by Sadler to approve the appointment of Jennifer Kulin for a 2-year term on the Parks and Recreation Commission.

MOTION CARRIED UNANIMOUSLY

10. CITIZENS FROM THE FLOOR

None

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11. CLOSED SESSION - AS NEEDED

None

12. CITY MANAGER REPORT

City Manager Horton asked Chief Selby and Sergeant Leathers if they would like to update the Commission on their department.

Police Chief Selby reported that the police department has received 12 chemical bio-hazard response suits with a federal grant and the only cost was the shipping to Imlay City Police Department at a value of approximately \$350.00 per suit. Selby continued with a new hire update, stating that the department is almost finished with a background check of a candidate and will share further information at a later date. The two candidates that are part time, are still part-time officers and the one returning Veteran has accepted a position at another location, while the other part-time officer would like to remain part-time. The retiring officer will be honored at a reception at the Police Station on May 31, 2024 at 2:00 PM. Thank you to DPW Superintendent Priehs and his crew for putting up the solar lights on the Polly Ann Trail recently. Selby informed that the two new police vehicles are sitting in our lot and are ready to go to the outfitters for equipment installation.

City Manager Horton updated the Commission on the Parks and Recreation approval for cameras for the parks that coincide with the Police Station which will also provide Wi-Fi for the pool operations.

DPW Superintendent Priehs summarized the MDOT Blacks Corners Road project that could start as early as the beginning of July and the grant application has been submitted for the remainder of 4th Street with results of this submission to be released sometime in November.

DDA Director Malzahn explained that the City received another grant from the Four County Foundation in the amount of \$10,000.00 for a grant writer, and have interviewed and retained Ani Garcia, a college student from Michigan State for this position.

Fire Chief Klobucar reported that the Fire Department recently added two new and one return applicant to bring totals to 16 which is a nice change, then continued sharing the results from the new "design-a-badge" contest that received 21 entries and the FD picked a winner. Klobucar informed that he is in the process and has almost completed the Fire Inspector I program and once completed will be asking the Commission's support for adopting a fire code for the Fire Code Inspection process.

Clerk/Treasurer Sawicki-Franz described the new opportunity of Spanish classes for the City Office personnel through the Hispanic Center, which will be held on Wednesday's at 10 AM while the office is closed. This is a two-year program and the cost is \$30.00 for supplies.

13. CITY COMMISSIONER TIME

Commissioner Ramirez asked for an update on the car wash. *City Manager Horton* gave an update with a date of deadline for June 03, 2024 to have a demolition contract in place or the City will go to court to get the directive.

Commissioner Yockey asked DPW Superintendent Priehs for an update on the swimming pool repair and Priehs stated that it will be ready for opening on Memorial Day Weekend as scheduled. Yockey shared that the Polly Ann Trail map is in the City Office vestibule and to take a look at it

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when you can. In addition, Yockey conveyed, it is nice to see so many Department Heads at the City Commission meeting.

Commissioner Collison confirmed his excitement of the Department Heads reports and recent accomplishments.

Commissioner DeLuca asked about the cement at Lions Park in the pavilion as a safety concern. Parks and Recreation Commissioner Frank Demske who was in the audience shared that this park is the focus of a grant application that has been applied for and the City will hopefully receive this funding for reconditioning this park in the near future and then DPW Superintendent Priehs addressed Commissioner DeLuca's concerns regarding the Lions Park needs as well.

Commissioner Sadler asked about a timeframe for receipt of this grant if awarded. DPW Superintendent Priehs stated that if received, this grant work would be conducted in the next fiscal year.

Mayor Kempf said thank you everyone for coming to the City Commission meeting.

14. ADJOURNMENT

MOTION by Sadler seconded by Yockey to adjourn at 8:21 PM
MOTION CARRIED UNANIMOUSLY

Next Regular Commission Meeting Date: Tuesday, June 04, 2024 at 7:00 PM

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

APPROVED: June 04, 2024