

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

REGULAR MEETING
TUESDAY, JUNE 03, 2025
7:00 PM

1. **CALL TO ORDER**

Mayor Barbara Yockey called the meeting to order at 7:00 PM.

2. **PLEDGE OF ALLEGIANCE**

Mayor Yockey led the Pledge of Allegiance.

3. **ROLL CALL**

Present: Mayor Barbara Yockey, Mayor Pro Tem Bob Tanis, Commissioner Stu Davis, Commissioner Al Ramirez, Commissioner Luke Stempien

Absent: Commissioner Tom Blount, Commissioner Joe DeLuca

Also Present: City Manager Craig Horton, Fire Chief Keith Klobucar, Wade Trim Professional Planner Caitlyn Habben, Clerk/Treasurer Dawn Sawicki-Franz and Public

4. **APPROVAL OF AGENDA**

MOTION by Davis seconded by Stempien to approve the agenda with the addition of **NEW BUSINESS J. APPROVAL – ENERGY GRANT DTE LIGHTING AND VEHICLE**
MOTION CARRIED UNANIMOUSLY

5. **APPROVAL OF CONSENT AGENDA**

MOTION by Tanis seconded by Stempien to approve the consent agenda to include:

A. **APPROVAL OF MINUTES** May 20, 2025 – City Commission Regular Meeting

B. **OTHER MINUTES** April 22, 2025 – Planning Commission Regular Meeting

April 23, 2025 – Construction Code Authority Regular Meeting

April 24, 2025 – Zoning Board of Appeals Regular Meeting

C. PAYMENT OF THE BILLS IN THE AMOUNT OF:	General Fund Checking	\$	445,644.50
	Tax Account	\$	32,552.20
	HRA Account	\$	187.18
	Total	\$	<u>478,383.88</u>

ROLL CALL VOTE

Ayes: Tanis, Stempien, Davis, Ramirez, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

6. **CITIZENS FROM THE FLOOR**

None

7. **GUEST SPEAKER – AS NEEDED**

None

8. **DEPARTMENT HEAD REPORT**

None

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9. **UNFINISHED BUSINESS**

A. **CITY OWNED PROPERTIES**

i. **OLD DPW BUILDING**

Mayor Yockey explained the current funds that are available for this project from the DDA and the City as well as sharing that both are continuing to look for grant to assist with this project.

NO MOTION, INFORMATIONAL ONLY

ii. **FARMER'S MARKET PAVILION UPDATE**

City Manager Horton provided an update on the progress of the Farmer's Market Pavilion as well as notifying that a final inspection is planned for tomorrow to allow for opening day of the Farmer's Market on Thursday, June 5th as scheduled

NO MOTION, INFORMATIONAL ONLY

B. **NOTICE OF ASSIGNMENT AND ASSUMPTION OF CONTRACT AND APPROVAL**

City Manager Horton deferred to Fire Chief Klobucar to issue and update on the Fire Truck that is on order for the City of Imlay City Fire Department. Chief Klobucar explained that Reliant Fire has assumed Halt Fire's contracts including Imlay City's contract purchase agreement for the ordered fire truck with the approval of the City.

MOTION by Davis seconded by Tanis to approve the Notice of Assignment and Assumption of Contract and Approval from Halt Fire, Inc to Reliant Fire Apparatus of Michigan, Inc. as presented

ROLL CALL VOTE

Ayes: Davis, Tanis, Ramirez, Stempien, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

Commissioner Tanis asked Chief Klobucar for an update on the ladder truck that was out for repair. Chief Klobucar shared that the ladder truck has been returned to service and certified both the ladder and the pumps, with the ladder certified for five years and the pump for one year, as the pumps are certified every year.

10. **NEW BUSINESS**

A. **RESOLUTION 2025-12 APPROVE 2025-2030 MASTER PLAN**

Wade Trim Planner Habben informed the City Commission that the Master Plan had a couple of revisions since they had last seen it: several properties from the downtown are listed as part of the Redevelopment Ready Community as requested by the DDA Director, the Polly Ann Trail map is now identified by a green line instead of a red line and the Planning Commission credit page listed as Chair and Vice-Chair as discussed at the Planning Commission Public Hearing. The final step of this process is to approve the resolution adopting the Master Plan and send final notices to the surrounding jurisdictions alerting them that we have completed our process and this is our Master Plan that we are adopting.

MOTION by Tanis seconded by Davis to approve Resolution 2025-12 to adopt the 2025 Master Plan

ROLL CALL VOTE

Ayes: Tanis, Davis, Ramirez, Stempien, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

B. **RFP FOR PLANNING AND ZONING SERVICES**

City Manager Horton explained that Caitlyn Habben from Wade Trim had been secured to work with the City specifically on the Master Plan and we are very happy with her abilities and professionalism. During this time the Planning Commission went out for an RFP for Planning Services due to Spicer

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7:00 PM

stating that they were spread too thin and could not cover all of their businesses that they served and requested our City to go out for an RFP for Planning Services.

MOTION by Tanis seconded by Stempien to approve the RFP proposal from Wade Trim for Planning Services as presented

ROLL CALL VOTE

Ayes: Tanis, Stempien, Ramirez, Davis, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

C. REZONING PARCEL I19-11-030-001-00 FROM R-1 (RESIDENTIAL) TO I-2 (GENERAL INDUSTRIAL)

City Manager Horton clarified that the parcels that have been requested to be rezoned are part of the 425 properties.

MOTION by Davis seconded by Tanis to approve the rezoning of the parcel #I19-11-030-001-00 from R-1 to I-2 as requested by the property owner

ROLL CALL VOTE

Ayes: Davis, Tanis, Stempien, Ramirez, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

D. REZONING PARCEL I19-11-030-005-00 FROM R-1 (RESIDENTIAL) TO I-2 (GENERAL INDUSTRIAL)

MOTION by Davis seconded by Stempien approve the rezoning of the parcel #I19-11-030-005-00 from R-1 to I-2 as requested by the property owner

ROLL CALL VOTE

Ayes: Davis, Stempien, Tanis, Ramirez, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

E. REQUEST TO SET TRUTH IN TAXATION PUBLIC HEARING

Clerk/Treasurer Sawicki-Franz summarized the need to hold a public hearing for the Truth in Taxation, then presented the Notice of Public Hearing to be published with the hearing to be held on Tuesday, June 17, 2025 at 7:00 PM at the regularly scheduled City Commission Meeting

MOTION by Davis seconded by Stempien to approve publishing and holding a Public Hearing for the purpose of Truth in Taxation

ROLL CALL VOTE

Ayes: Davis, Stempien, Ramirez, Tanis, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

F. SEWER FUND DISCUSSION

City Manager Horton briefed the City Commission on a recent report received from Municipal Analytics regarding the Sewer and Water Funds that revealed that the cash flow for the sewer fund was very low and will be in the deficit and the end of the fiscal year, even though the fund has millions of dollars in infrastructure. We are asking the Commission to allow an appropriation from the General Fund to the Sewer Fund of up to \$250,000.00 which can be paid back to the General Fund at a later date. The second part of this request to try to avoid this in future years, is to adjust the percentage of increases for water rate and sewer rate for this year as follows: adjust Water rate increase from 7.5% down to 2% and adjust the Sewer rate increase from 10% up to 15.5%. Note that this will be the same

IMLAY CITY COMMISSION
150 N. MAIN STREET
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TUESDAY, JUNE 03, 2025
7:00 PM

percentage of increase as was previously approved and it will adjust the percentages of each aiding in the sewer fund to increase cash flow for the future.

MOTION by Davis seconded by Tanis to allow an appropriation to the Sewer Fund from the General Fund in an amount of up to \$250,000.00

ROLL CALL VOTE

Ayes: Davis, Tanis, Ramirez, Stempien, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

MOTION by Davis seconded by Stempien to reduce the annual Water increase from 7.5% to 2% and to increase the Sewer rate from 10% to 15.5% for this fiscal year

ROLL CALL VOTE

Ayes: Davis, Stempien, Tanis, Ramirez, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

G. SPECIAL EVENT PERMIT #2025-04 IMLAY CITY AREA CHAMBER OF COMMERCE-SUMMER FEST

The Imlay City Area Chamber of Commerce members were on hand to address the permits on the agenda and answered any questions that arose regarding the Summer Fest to be held August 8-10 in the downtown area.

MOTION by Davis seconded by Stempien to approve the Imlay City Area Chamber of Commerce special event permit #2025-24 for the Summer Fest

MOTION CARRIED UNANIMOUSLY

H. PARADE PERMIT #2025-01 IMLAY CITY AREA CHAMBER OF COMMERCE-SUMMER FEST PARADE

MOTION by Davis seconded by Stempien to approve the Imlay City Area Chamber of Commerce parade permit #2025-01 for the Summer Fest

MOTION CARRIED UNANIMOUSLY

I. SPECIAL EVENT PERMIT 2025-05 BOMB STYLE FESTIVALS LLC-COMMUNITY FESTIVAL (BLUEBERRY FESTIVAL)

Gjon gave a brief overview of how the new Blueberry Community Festival came about and answered questions regarding the new event to be held June 21st from 2PM-2AM on Third Street between Main and Almont Avenue.

MOTION by Davis seconded by Tanis to approve the special event permit #2025-05 for the Blueberry Festival as presented

MOTION CARRIED UNANIMOUSLY

J. EGLE COMMUNITY ENERGY MANAGEMENT GRANT

City Manager Horton was happy to announce that a recent notice for a grant was received from EGLE Community Energy Management Grant Agreement in the amount of \$91,934.00 to provide LED Streetlight Conversion and an Alternate Fuel Vehicle to utilized for transportation of Imlay City residents to Lapeer for doctor appointments and the like with this to be coordinated through the Imlay City Hispanic Center and they will arrange drivers.

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

**REGULAR MEETING
TUESDAY, JUNE 03, 2025
7:00 PM**

MOTION by Stempien seconded by Tanis to allow City Manager Horton to enter into the agreement for the LED Light Conversion and Alternative Fuel Vehicle

ROLL CALL VOTE

Ayes: Stempien, Tanis, Davis, Ramirez, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

11. CITIZENS FROM THE FLOOR

One member of the public spoke regarding video at the City Meetings and requested information regarding the water and pressure test (water leaks).

One member of the public spoke about the upcoming Chamber of Commerce Summer Fest Parade.

One member of the public asked about projection signs in the downtown area.

12. CLOSED SESSION – AS NEEDED

MOTION by Tanis seconded by Davis for approval to recess into CLOSED SESSION at 7:51 PM to consider attorney/client privileged communication and labor negotiations pursuant to section 8 of the open meetings act and discuss TPOAM contract

ROLL CALL VOTE

Ayes: Tanis, Davis, Stempien, Ramirez, Tanis, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

Mayor Yockey returned the City Commission Meeting to OPEN session at 8:01 PM

MOTION by Tanis seconded by Stempien to approve the pay adjustments as discussed for the Imlay City non-union/departments heads

ROLL CALL VOTE

Ayes: Tanis, Stempien, Ramirez, Davis, Yockey

Nays: None

Absent: Blount, DeLuca

MOTION CARRIED UNANIMOUSLY

13. CITY MANAGER TIME

City Manager Horton provided an update on the temporary DTE Power Station that is located on First Street as DTE had obtained this land lease from the church that is located next to the Rotary Park as this is a temporary location while the current substation located on Second Street is receiving a much-needed update to keep our citizens' power on and safe. The second item to bring to your attention is the demolished property at M-21 and M-53 and the owners have not reached out to the City for a plan, so nothing has been denied by the City as nothing has been asked for as of yet. A Commissioner asked about the grass at the foreclosed Rite Aid location and City Manager Horton said he has asked Code Enforcer Cutajar to take a look at this property and possibly retain a mowing company for a blight mow.

14. COMMISSIONER TIME

Commissioner Ramirez thanked everyone for coming out to the meeting and asked about the Waste Water Treatment Plant. City Manager Horton addressed Commissioner Ramirez stating that the

**IMLAY CITY COMMISSION
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TUESDAY, JUNE 03, 2025
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generator has been replaced; the Splitter Box has been installed and is working well and we are in the process of applying for the Clean Water State Revolving Fund (CWSRF) Grant and are working with the engineers to put that grant together as this plant is 35 years old and the lifespan for this type of plant is usually about 30 years.

Commissioner Stempien shared thanks to everyone for coming to the meeting and especially the event coordinators as they are creating a wonderful summer of events to look forward to as this brings people and new businesses to town.

Commissioner Davis stated that he is available to discuss any items and you can have my phone number if you wish.

Commissioner Tanis shared that he met with the electrician and will create a plan to move the power for the DPW Building to the backside of the building and then asked City Manager Horton about the infrastructure for the 425 properties. City Manager Horton informed that the property owner and/or developer will have to pay for the infrastructure that is needed for that property to be developed.

Mayor Yockey addressed the public on the question regarding video at the City meetings and informed that the current plan is for this entire building to be renovated and phase one is the outside of this building and that is happening first and is taking place right now. The second phase is the interior update that will take place after the exterior has been completed. This option will be looked at when that phase is happening as this is an older building and does not have the infrastructure in place for that type of technology presently. Regarding golf carts on the City streets, Police Chief Selby will be at a future meeting to address this as he is currently reviewing this option.

15. ADJOURNMENT

MOTION by Davis seconded by Stempien to adjourn at 8:11 PM

MOTION CARRIED UNANIMOUSLY

Next Regular City Commission Meeting Date: Tuesday, June 17, 2025 at 7:00 PM

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

APPROVED: June 17, 2025