

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

REGULAR MEETING  
TUESDAY, AUGUST 05, 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 Tom Blount, Commissioner Stu Davis, Commissioner Joe DeLuca, Commissioner Al Ramirez, Commissioner Luke Stempien

**Absent:** None

**Also Present:** City Manager Craig Horton, Fire Chief Keith Klobucar, Police Chief Brett Selby, Police Sergeant Sean Leathers, Code Enforment Officer Charles Cutajar, 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 as presented  
**MOTION CARRIED UNANIMOUSLY**

5. **APPROVAL OF CONSENT AGENDA**

**MOTION** by Davis seconded by Tanis to approve the consent agenda to include:

A. **APPROVAL OF MINUTES** July 15, 2025 – City Commission Regular Meeting

B. **OTHER MINUTES** June 09, 2025 – Downtown Development Authority Regular Meeting

June 24, 2025 – Downtown Development Authority Special Meeting

June 25, 2025 – Construction Code Authority Regular Meeting

July 09, 2025 – Construction Code Authority Special Meeting

July 24, 2025 – Lapeer County Board of Commissioners Regular Meeting

C. **PAYMENT OF THE BILLS IN THE AMOUNT OF:**

General Fund Checking	\$	970,154.05
Tax Account	\$	313,563.78
HRA Account	\$	0.00
Total	\$	<u>1,148,809.10</u>

**ROLL CALL VOTE**

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

Nays: None

Absent: None

**MOTION CARRIED UNANIMOUSLY**

6. **CITIZENS FROM THE FLOOR**

None

7. **GUEST SPEAKER – AS NEEDED**

None

8. **DEPARTMENT HEAD REPORT**

Fire Chief Klobucar reported that the fire department currently has 18 fully trained firefighters, with two recent graduates from the fire academy that are still on probation during their six-month probationary period and one newly added trained firefighter. Additionally, one member has competed

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the Fire Instructor class and is currently finishing up on Officer 1 certification and one member has completed the FEMA ICS 300 & 400 classes as well as the Fire Department has two CPR instructors including Fire Chief Klobucar and is a CPR/First Aid Training Center. Chief Klobucar also informed that call volume for the year is at 111 calls and is on path to be close to 200 calls by the year's end, including responding on all vehicle accidents, as the Fire Department is used for road blockage to assist in a safe scene for all responders. All equipment and vehicles are back in full operating service and the new engine is in the early build phase with an expected delivery in July 2026. Chief Klobucar noted that currently limited fire inspections are taking place and a new ordinance to enable further inspections per adopted fire codes is being reviewed with our City Attorney and will be brought to City Commission in the near future. Chief Klobucar shared that the Fire Department, in the past year, has supported the following events: the Hispanic Festival, Bombtastic Blueberry Festival, the Eastern Michigan State Fair, Winter Fest and various local parades and other events as well as raised over \$6,000 to assist in Rob Evoy's medical expenses with a "fill the boot" campaign at the fair and are looking forward to gearing up for the Summer Fest and fall Fire Prevention at the elementary schools. Chief Klobucar stated that the summer car washes were a success and the focus for future challenges for the Fire Department will be: building maintenance, vehicle repair and replacement, recruitment and retention, managing the number of events the Fire Department is asked to participate in, and keeping up with training and certification updates and requirements.

**9. UNFINISHED BUSINESS**

**A. CITY OWNED PROPERTIES**

**i. OLD DPW BUILDING**

Mayor Yockey referred to Commissioner Tanis to summarize the progress on the building project. Tanis informed that the bottom boards around the building needed to be fixed and the asphalt on the west side needed to be removed due to elevation issues. The barn currently has no power and the electric pole near the railroad tracks will be replaced and the pole in front of the building will be removed with the power service lines to be relocated to underground from the old fire hall.

**NO MOTION, INFORMATIONAL ONLY**

**B. R & R FIRE TRUCK REPAIR CHANGE ORDER-FIRE EQUIPMENT**

Fire Chief Klobucar referenced the small packet of informational sheets that he has passed out to each Commissioner and explained the change order from R & R Fire Truck Repair regarding the ladder truck repair in detail, informing that once the work began, more needed repairs were found as well as some certifications on this 27-year-old vehicle that had lapsed and were out of date while at the repair facility and needed to be addressed while the vehicle was already at the repair location.

**MOTION** by Davis seconded by Tanis to approve the full repair bills as submitted of \$59,368.88 and \$16,084.89 for a total payment of \$75,453.77 to R & R Fire Truck Repair, Inc

**ROLL CALL VOTE**

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

Nays: None

Absent: None

**MOTION CARRIED UNANIMOUSLY**

**C. FEE SCHEDULE UPDATE: PLANNING & ZONING SERVICES-CAITLYN HABBEN, WADE TRIM**

Habben referenced the following information included in the Commissioner board packet: the current fee schedule, the proposed fee schedule and three municipality example fee schedules to compare planning and zoning fees to what is being proposed. Habben explained that the goal of the fees presented here today, are to cover basic costs for planning and zoning applications and noted that some municipalities choose to subsidize some of the fees to encourage development and then shared the reason for the escrow for certain types of planning and zoning applications.

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**MOTION** by Blount seconded by Stempien to adopt the updated planning and zoning fee schedule as presented with the effective date of August 05, 2025

**ROLL CALL VOTE**

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

Nays: None

Absent: None

**MOTION CARRIED UNANIMOUSLY**

**10. NEW BUSINESS**

**A. DISCUSSION OF DISPOSAL OF ASSETS**

City Manager Horton informed the Commission that the City has an interested party to purchase the 150 Bancroft building that the DDA has listed for sale. Additionally, the interested party would like to purchase additional land in that area that is owned by the City. Horton said he would like to ask the Commission if this option should be reviewed and then bring this information back to the Commission at a later meeting and was looking for general direction from the Commission. The Commission expressed their interest in reviewing this as an option for the sale of the building.

**NO MOTION, DISCUSSION ONLY**

**B. CIRCUIT COURT REQUEST-CRYSTAL'S CORNER**

Police Chief Selby took this time to recognize **Officer Robert Velasco** regarding a lifesaving event that involved a gentleman in cardiac arrest and using an AED was able to stabilize the man until Lapeer County EMS arrived to the scene. This gentleman is alive today thanks to the quick response of Officer Velasco and the professionalism that was exhibited by him on June 15, 2025. The City recognized Officer Velasco with a standing ovation and handshakes of gratefulness.

Police Chief Selby then described the request for circuit court that the Police Department and Fire Department has been dealing with for the past few years regarding the building in downtown involving blight and fire code violations. Chief Selby then referred to the informational sheets in the Commission board packet of the timeline of events and documentation presented.

**MOTION** by Stempien seconded by DeLuca to allow our City Attorney Christine Anderson to pursue the verified complaint for injunctive relief against the building owner Theresa Carter and Crystals Corner, Inc for state, local fire code and City blight violations

**ROLL CALL VOTE**

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

Nays: None

Absent: None

**MOTION CARRIED UNANIMOUSLY**

**11. CITIZENS FROM THE FLOOR**

None.

**12. CLOSED SESSION – AS NEEDED**

None

**13. CITY MANAGER TIME**

City Manager Horton reported that the recent closures of City Hall for safety and security reasons have impacted the general public on paying their utility bills and we are requesting that the due date and shut off dates be adjusted accordingly, allowing the residents additional time to pay their utility bills as outlined in the notice that I have set before the Commission. This will be published on the website and in local newspapers as well as City social media sites for notification.

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In addition, City Manager Horton noted that the exterior updates on City Hall are almost completed and the next phase was to update the interior of this building. City Manager Horton informed that a number of people have approached us prior to us indulging in the second phase of the interior update and the discussion has come up with both the County and the City to work something out with the Senior Center to basically swap buildings where we move the Senior Center over here and they would have their own building and parking lot and all City functions would then move over to the Lamb Steele Building and therefore consolidating the City services with the Police Department, EMS and be in close proximity to the City swimming pool. The cameras are already on this area and this location would be a more efficient opportunity. City Manager Horton would like to have a public hearing to have the public voice heard regarding this option. City Commissioners were in favor of hearing the public's voice on this proposal.

**14. COMMISSIONER TIME**

Commissioner Stempien thanked all the department heads for their attendance at the City meeting and the officers for the wonderful work here in the City.

Commissioner Davis asked that contacts for the City have a timeline for finishing their projects included in the contract.

Commissioner Tanis requested another meeting of the DPW Barn renovation group.

Commissioner DeLuca commended the Police, Fire, EMS and DPW for the extra hours put in at the Eastern Michigan Fair recently as this was a success.

Commissioner Blount thanked the public for coming out and sharing their time with us.

Mayor Yockey shared her appreciation to Officer Velasco's heroic efforts on Father's Day for one of our residents then reminded everyone that Summer Fest is this weekend and starts on Friday at 6 PM and the festival is Friday, Saturday, and Sunday this year.

**15. ADJOURNMENT**

**MOTION** by Tanis seconded by Davis to adjourn at 8:03 PM

**MOTION CARRIED UNANIMOUSLY**

Next Regular City Commission Meeting Date: Tuesday, August 19, 2025 at 7:00 PM

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

**APPROVED: August 19, 2025**