

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

REGULAR MEETING
TUESDAY, NOVEMBER 18, 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, 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** November 04, 2025 – City Commission Regular Meeting

B. **OTHER MINUTES** October 14, 2025 – Parks and Recreation Regular Meeting

October 06, 2025 – Downtown Development Authority Regular Meeting

October 27, 2025 – Downtown Development Authority Special Meeting

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|--|-----------------------|----|-------------------|
| C. PAYMENT OF THE BILLS IN THE AMOUNT OF: | General Fund Checking | \$ | 175,958.24 |
| | Tax Account | \$ | 21,543.43 |
| | HRA Account | \$ | 518.28 |
| | Total | \$ | <u>198,019.95</u> |

ROLL CALL VOTE

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

Nays: None

Absent: None

MOTION CARRIED UNANIMOUSLY

Mayor Yockey asked Planner Habben to give a quick overview following-up on information from the previous Question and Answer Workshop Meeting that was held at 6:00 PM just prior to this meeting for clarification of what an NIA is. Then continued explaining regarding the capturing of a portion of county and city funds that is not a new tax and is diverting the funds locally to be used in a different way.

6. **CITIZENS FROM THE FLOOR**

None

7. **GUEST SPEAKER – AS NEEDED**

Lapeer County Commissioner Ian Kempf gave a small presentation including a handout and an overhead graph, regarding Lapeer County and the current districts that capture funds as is proposed

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with the NIA (Neighborhood Improvement Authority) and where the City of Imlay City falls within those captured funds as one of the lower captured funds entities. Kempf assured the public that the Lapeer County Board of Commissioners were in favor of this program.

8. DEPARTMENT HEAD REPORT

Fire Chief Klobucar introduced Captain Jeff Marceau and asked him to report on the new fire truck that is on order and in the building process at Pierce Manufacturing. Captain Marceau explained that he and several other firefighters were able to go to the manufacturer and go over all options available for a new fire truck including paint color and switches, etc. The truck is scheduled for delivery for July of 2026.

Fire Chief Klobucar then presented the following policies to add to the Imlay City Fire Department SOP (Standard Operating Procedures) manual: #118 Social Media Policy, #119 Incident Response Performance Policy and #120 Code of Ethics Policy. Chief Klobucar explained that these policies have been vetted by our Attorney Christine Anderson and will become part of the Fire Department's manual. In addition, Chief Klobucar stated that the current SOP manual is being completely reviewed.

MOTION by Davis seconded by Stempien to approve Policy #118, #119 and #120 to be included in the Imlay City Fire Department's SOP manual

ROLL CALL VOTE

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

Nays: None

Absent: None

MOTION CARRIED UNANIMOUSLY

9. UNFINISHED BUSINESS

A. CITY OWNED PROPERTIES

1. COMMUNITY CENTER

Bob Tanis (the contracted builder) reported that a change in the insulation was approved and spray foam should be installed tomorrow. The conduit is in the ground from the transformer in the front of the building to the meter on the back southwest corner. The next step is the panel box permit to be approved and then DTE to connect. The plan is to have this place ready to host the Kringle Market in that building for this year's Winterfest.

NO MOTION, INFORMATIONAL ONLY

B. REZONING PARCEL I19-85-300-000-00 110 E CAPAC ROAD FROM B-1 TO B-3 SECOND READING

Planner Habben gave an explanation of the second reading for the gas station on 110 E Capac Road to be zoned from B-1 to B-3.

MOTION by Davis seconded by DeLuca to approve the second reading of ordinance amendment of 6.1.6 of the Imlay City Code of Ordinances by changing the zoning map for 110 E Capac Road from B-1 to B-3 because the applicant Brent Ford meets all standards in Section 6.44

ROLL CALL VOTE

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

Nays: None

Absent: None

MOTION CARRIED UNANIMOUSLY

C. NEIGHBORHOOD IMPROVEMENT AUTHORITY (NIA) SECOND READING

MOTION by Davis seconded by Tanis to acknowledge the second reading of the NIA (Neighborhood Improvement Authority) development and TIF (Tax Increment Finance) Plan

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Nays: Ramirez

Absent: None

MOTION CARRIED

10. NEW BUSINESS

A. 2025-11 PARADE PERMIT – IMLAY CITY CHRISTIAN SCHOOL TURKEY TROT

MOTION by Davis seconded by DeLuca to approve the Imlay City Reformed Church's application for the Turkey Trot 5-K to be held on November 22nd, from 9:30 AM-11 AM

MOTION CARRIED UNANIMOUSLY

11. CITIZENS FROM THE FLOOR

Five members of the public spoke

12. CLOSED SESSION – AS NEEDED

None

13. CITY MANAGER TIME

None

14. COMMISSIONER TIME

Commissioner DeLuca proposed a review of the three-minute time limit for public comment time at the City Commission meetings.

15. ADJOURNMENT

MOTION by Davis seconded by Stempien to adjourn at 8:03 PM

MOTION CARRIED UNANIMOUSLY

Next Regular City Commission Meeting Date: Tuesday, December 02, 2025 at 7:00 PM

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

APPROVED: December 02, 2025