

September 5, 2017

**IMLAY CITY COMMISSION
150 N. Main Street
IMLAY CITY, MI 48444
REGULAR MEETING
September 5, 2017**

1. CALL TO ORDER

Mayor Bargen called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Bargen led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Walt Bargen
Commissioner Amy Planck
Commissioner Robert Tanis

Mayor Pro-Tem Joi Kempf
Commissioner Al Ramirez

Absent: Commissioner Mike Romine

Also Present: City Manager Tom Youatt; City Attorney David Churchill; DPW Superintendent Ed Priehs; DDA Director Dana Walker; Former Mayor Pro-Tem Marty Rankin; Janet Michaluk from MDEQ; Bret Stuntz from AKT Peerless; ten members of the community; and one member of the media.

4. APPROVAL OF AGENDA

Moved by Ramirez, seconded by Tanis, to approve the agenda as presented.

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF CONSENT AGENDA ITEMS

Motion by Tanis, seconded by Kempf, to approve the following Consent Agenda Items as presented:

- A.** Approval of Minutes - Regular Meeting – August 1, 2017
Regular Meeting – August 15, 2017

- B.** Other Minutes - DDA Meeting – April 10, 2017
DDA Meeting – May 8, 2017
DDA Meeting – July 10, 2017
DDA Meeting – August 14, 2017
Parks & Recreation – July 11, 2017
Parks & Recreation – August 8, 2017
Planning Commission – July 24, 2017

- C.** Payment of Bills - Payroll totaling \$157,643.83
Accounts Payable and Trust & Agency totaling \$517,725.51

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ROLL CALL VOTE

Ayes: Kempf, Ramirez, Tanis, Planck, Bargaen

Nays: None

MOTION CARRIED 5 - YEAS; 0 – NAYS

6. CITIZENS FROM THE FLOOR

Alan Rosenbalm, Imlay City, relayed his condolences for the loss of Officer Brooks. Mr. Rosenbalm then relayed his concerns regarding further development while many buildings remain unoccupied throughout the City. Mr. Rosenbalm stated he had inquired of Representative Howell as to available state funding for fire equipment and found there was none, and he cautioned the Commission that building a new fire hall is just the beginning of Fire Department needs.

Stu Davis, Imlay City, formally requested the Commission reconsider the “City of Country Living” slogan versus the current “Gateway to the Thumb” motto. Mr. Davis relayed his concerns that Imlay City does not have an image and noted that the upcoming installation of the M-53 gateway sign prompted his most recent concerns. Mr. Davis noted several positive things happening throughout the City.

Barb Yockey, Imlay City, addressed the Commission on behalf of the Friends of the Polly Ann Trail to thank the Commission for its decision to light the City portion of the Trail. Ms. Yockey noted that the Commission has long supported the Trail and the Friends Group has voted to donate \$1,000.00 towards the lighting project.

7. OLD BUSINESS

A. Present Proclamation to Marty Rankin

Mayor Bargaen read and presented a proclamation recognizing Commissioner Marty Rankin for his service to Imlay City as a City Commissioner for over twenty years, serving also as Mayor and Mayor Pro-Tem. Mayor Bargaen noted the years he had served together with Marty and the benefits the City had gained from his service. Marty Rankin addressed the Commission, stating he had benefitted more from being a part of this and introduced his family.

B. Green Property Discussion

Janet Michaluk, MDEQ Brownfield Division, described the Brownfield Redevelopment Grant Program which must be applied for by a local unit of government and could be used for site assessment costs on the Green Property. Ms. Michaluk noted the grant is on a reimbursement basis from the MDEQ, only \$400,000.00 of funding remains in the program, and submission of a project proposal will initiate the application process. Ms. Michaluk further noted the application must show economic benefits and the Green Property has a high chance of receiving this funding.

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Mayor Barga inquired as to how many communities have taken advantage of the program since it was approved in April. Ms. Michaluk responded that five to six communities have engaged in the program and it is on a first-come, first-served basis.

City Manager Tom Youatt inquired as to the unknown costs of site assessment. Ms. Michaluk responded that costs would need to be stated on the application and consultants can be utilized to estimate such costs.

Developer Richard Nash inquired as to whether any downside existed for the City. Ms. Michaluk responded that she did not see any.

City Attorney David Churchill inquired as to the consequences should the actual costs exceed estimated costs. Ms. Michaluk responded that the additional costs would be borne by the developer should MDEQ deplete its grant funding.

City Manager Tom Youatt introduced Brett Stuntz of AKT Peerless who described the broad spectrum of development agreements that could be utilized and focused on the potential benefits to a site such as the Green Property where the site assessment costs are more than the development market can bare. Mr. Stuntz noted the most important first step is to understand the proposed development and have the City and developer on the same page.

C. Spicer Group Median/Gateway Landscaping Design

City Manager Tom Youatt presented preliminary landscaping designs from Spicer Group for the M-53 Gateway Project including signage, plantings and lighting options. Youatt explained that the addition of lighting north of the boulevard would extend the affect to Newark Road. Youatt noted the Committee recommendation of Option 2 for signage. Commissioner Tanis inquired as to the makeup of the Committee. Youatt responded that he, along with DPW Superintendent Ed Priehs and Clerk/Treasurer Nicole Frost had concurred on the design choice, and noted these are preliminary designs.

8. NEW BUSINESS

A. DDA Request for Street Closure

DDA Director Dana Walker relayed lots of good going on in Imlay City and invited the Commission to attend the Artist Meet and Greet scheduled for September 7, 2017 and to view the twenty-three pieces of art which will be permanently displayed throughout the City. Ms. Walker also discussed the new DDA initiative “@150POP” which will utilize the building at 150 Bancroft Street as a rent free business incubator. Ms. Walker noted the DDA is sponsoring another Art in the Rough event on Saturday, September 30, 2017 from 5:00 p.m. to 9:00 p.m. Walker indicated that 18 Michigan artists will present their artwork downtown during the event and requested approval for the closure of Third Street between Main and west of Bancroft Street 2:00 p.m. to 10:00 p.m.

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Commissioner Ramirez inquired as to the effect of the event on downtown businesses. Ms. Walker noted that the downtown businesses are supportive of the event.

Moved by Tanis, seconded by Kempf, to approve the closure of Third Street between Main and west of Bancroft Street from 2:00 p.m. to 10:00 p.m. on September 30, 2017, as requested.

MOTION CARRIED UNANIMOUSLY

B. Performance Resolution 2017-14 for Governmental Agencies

City Manager Tom Youatt presented Resolution 2017-14, a performance resolution required by MDOT. Youatt explained the resolution was required for any project involving work within the MDOT right-of-way, and it is needed for the M-53 Gateway Project. Youatt noted that it was appropriate to list himself and DPW Superintendent Ed Priehs as the City staff authorized to pull permits.

Motion by Ramirez, seconded by Tanis, to approve Resolution 2017-14, as recommended.

ROLL CALL VOTE

Ayes: Kempf, Ramirez, Tanis, Planck, Bargaen

Nays: None

MOTION CARRIED 5 - YEAS; 0 – NAYS

C. MERS 2017 Conference Delegates and Alternates

City Manager Tom Youatt explained the process for determining employee delegate and alternate to the annual MERS conference, noting that union employees had voted for Corey Martin as their delegate and Renee Mazey as alternate delegate. Youatt recommended himself as Officer Delegate and City Clerk/Treasurer Frost as alternate.

Commissioner Planck inquired as to when the MERS conference was taking place. Youatt responded it is taking place September 21 & 22 in Detroit.

Motion by Tanis, seconded by Planck, to approve the MERS Employee Delegate as Corey Martin with alternate Renee Mazey, and City Manager Tom Youatt as Officer Delegate with Clerk/Treasurer Nicole Frost as alternate.

MOTION CARRIED UNANIMOUSLY

D. Spicer Engineering Payments

- a. Imlay City Median/Gateway Landscaping Design
- b. Water Asset Management Plan
- c. Capital Improvement Plan

City Manager Tom Youatt presented payment requests from Spicer Group on the M-53 Gateway Project, Water Asset Management Plan and Capital Improvement Plan projects.

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Youatt noted that a lot of planning is represented by these important projects and a lot of progress is being made.

Motion by Planck, seconded by Tanis, to approve the payment for landscaping design services from Spicer Group for the Median/Gateway Project in the amount of \$2,473.84, as presented.

ROLL CALL VOTE

Ayes: Ramirez, Tanis, Planck, Kempf, Borgen

Nays: None

MOTION CARRIED 5 - YEAS; 0 – NAYS

Motion by Tanis, seconded by Kempf, to approve the Water Asset Management Plan Payment invoice for Spicer Group in the amount of \$6,997.50, as presented.

ROLL CALL VOTE

Ayes: Ramirez, Tanis, Planck, Kempf, Borgen

Nays: None

MOTION CARRIED 5 - YEAS; 0 – NAYS

Motion by Tanis, seconded by Kempf, to approve the Capital Improvement Plan Payment invoice for Spicer Group in the amount of \$2,685.00, as presented.

ROLL CALL VOTE

Ayes: Tanis, Planck, Kempf, Ramirez, Borgen

Nays: None

MOTION CARRIED 5 - YEAS; 0 – NAYS

E. ROWE Engineering Payment – Capac Road

City Manager Tom Youatt presented a progress payment from ROWE Professional Services Company for design and construction engineering services in the amount of \$17,343.25 for the North Fairgrounds and Capac Roads Scrap Tire Grant Project. Youatt noted that ROWE Professional Services Company has the project currently out for bids.

Motion by Tanis, seconded by Planck, to approve the payment for Design and Construction Engineering from ROWE Professional Services Company for the North Fairgrounds and Capac Roads Scrap Tire Grant Project in the amount of \$17,343.25, as presented.

ROLL CALL VOTE

Ayes: Planck, Kempf, Ramirez, Tanis, Borgen

Nays: None

MOTION CARRIED 5 - YEAS; 0 – NAYS

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F. HMA Crack Seal Bids

City Manager Tom Youatt informed the Commission that two bids had been received for the HMA Crack Treatment local street maintenance work: KMI Road Maintenance LLC at \$26,801.00 and T.G. Priehs, LLC at \$36,100.00. Youatt noted this is an important part of the City's street maintenance program and was bid out as individual street work. DPW Superintendent Ed Priehs recommended acceptance of the low bid and noted that traffic control costs are often a factor in bid responses.

Motion by Ramirez, seconded by Tanis to accept the bid for HMA Crack Treatment from KMI Road Maintenance LLC at a cost of \$26,801.00.

ROLL CALL VOTE

Ayes: Kempf, Ramirez, Tanis, Planck, Bargaen

Nays: None

MOTION CARRIED 5 - YEAS; 0 - NAYS

9. MANAGER'S REPORT

Additional information was attached to the packet.

City Manager Tom Youatt reported that LCEMS had just opened a new base in Metamora, allowing EMS operations to better serve county residents. Youatt noted that the bid opening for the Capac Road Scrap Tire Grant Project is scheduled for September 11, 2017. Youatt reported that applications for the vacant City Commissioner seat are due September 8, 2017 and a special meeting would need to be scheduled to accommodate applicant interviews.

Motion by Kempf, seconded by Tanis, to schedule a Special Meeting of the City Commission on September 11, 2017 at 7:00 p.m. to consider applications and perform interviews for the position of City Commissioner.

MOTION CARRIED UNANIMOUSLY

Youatt described the Capital Improvement Plan (CIP) Project currently underway and noted that Department Heads are completing project applications which are due September 29, 2017. Youatt thanked Commissioners Ramirez and Romine for serving on the CIP Committee. Youatt presented an email he had received regarding progress on the acquisition of local DNR property. Youatt noted that the appraisal process is underway and the acquisition is on schedule for DNR Director approval in December.

10. OTHER BUSINESS - None

11. ADJOURNMENT

Motion by Tanis, seconded by Kempf, to adjourn the meeting at 8:03 p.m.

MOTION CARRIED UNANIMOUSLY

September 5, 2017

Respectfully submitted by: Nicole F. Frost: _____
City Clerk/Treasurer

Approved: September 19, 2017