

**IMLAY CITY COMMISSION**  
**150 N. Main Street**  
**IMLAY CITY, MI 48444**  
**REGULAR MEETING**  
**December 19, 2017**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

Mayor Bargaen led the Pledge of Allegiance.

**3. ROLL CALL**

Present: Mayor Walt Bargaen

Commissioner Joi Kempf

Commissioner Al Ramirez

Commissioner Mike Romine (arrived 7:04 p.m.)

Commissioner Frank Demske

Commissioner Robert Tanis

Absent: Commissioner Amy Planck

Also Present: City Manager Tom Youatt; Amanda Summers Youth Service Coordinator of Ruth Hughes Memorial Library; one member of the community; and one member of the media.

**4. APPROVAL OF AGENDA**

**Moved** by Tanis, seconded by Kempf, to approve the agenda with the additions of 7. A. GLWA Amended Contract and 8. D. MOU RDC Memorandum of Understanding.

**MOTION CARRIED UNANIMOUSLY**

**5. APPROVAL OF CONSENT AGENDA ITEMS**

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

**A.** Approval of Minutes – Regular Meeting – December 5, 2017

**B.** Payment of Bills - Payroll totaling \$147,963.38  
Accounts Payable and Trust & Agency totaling \$106,836.87

**ROLL CALL VOTE**

Ayes: Kempf, Demske, Ramirez, Tanis, Bargaen

Nays: None

**MOTION CARRIED 5 - YEAS; 0 - NAYS**

## **6. CITIZENS FROM THE FLOOR**

Alan Rosenbalm, Imlay City, addressed the Commission to suggest the inclusion of a public safety report, one that lists out the safety calls, fire, ambulance and crime statistics. Mr. Rosenbalm stated several other communities include a public safety report in their meetings.

Amanda Summers, the Youth Services Coordinator for the Ruth Hughes Memorial Library, addressed the Commission presenting the library newsletter. Ms. Summers stated the library just finished a very successful book sale, they will be offering a martial arts presentation at the end of December and on January 4, 2018 is Fine Forgiveness Day. City Manager Tom Youatt complimented the library on their newsletter. Commissioner Ramirez stated he was impressed with the library and their involvement in the community.

## **7. OLD BUSINESS**

### **A. GLWA Amended Contract**

City Manager Tom Youatt presented the amendment to the original contract. GLWA is trying to get everyone on the same cycle. Mr. Youatt stated GLWA looked at our summer season and we exceeded the maximum day usage three to four times but we exceed peak hours on a regular basis. GLWA proposed on October 18, 2017 a rate increase to 2.75 mgd from the current 1.66 mgd. Mr. Youatt stated he and DPW Superintendent Ed Priehs had several meetings with the GLWA to discuss lowering the rate. Mr. Priehs used the new SCADA system during the month of November and showed GLWA that he can manage water usage. Mr. Youatt stated Mr. Priehs did a great job monitoring and controlling usage. Mr. Youatt and Mr. Priehs let GLWA know that we did not have a full trial period with Vlastic running at full capacity but GLWA saw enough to come down to 1.88 mgd, this is a \$100,000 annual increase. Mr. Youatt stated we can handle this and is requesting approval of the amended contract before January 12, 2018. The current maximum numbers are good through June 2018. GLWA agreed that if the City can keep usage under 1.66 mgd they will amend contract next fall and lower the rate. Mr. Youatt stated he is confident the City can do this with current equipment but stated the City could do a couple of things that could ensure the usage is at 1.66 mgd; we could upgrade to a bigger pump that works with current electrical or could upgrade electrical and install a larger pump, another option is to increase water storage. Mr. Youatt stated Mr. Priehs did an excellent job proving we can do this and is confident Mr. Priehs can continue to do so. Mr. Youatt stated the City will need to look at a small rate increase after the first of the year, after the water asset management plan is completed. Mr. Youatt appreciates the GLWA staff and stated they were very good to work with. Mayor Borgen inquired as to how much the larger pump would cost and if the work on the Fourth Street connection will help with flow. Mr. Youatt stated the larger pump costs around \$20,000 to \$25,000 and would not require any electrical upgrades and the new 12" main on Fourth Street will make for better flow. Commissioner Ramirez inquired as to how much the larger pump with electrical upgrades would cost. Mr. Youatt stated he is unsure due to the need for the electrical work. Mayor Borgen stated East Borland Road residents

do not have sewer but inquired if they have water service. Mr. Youatt stated EastBorland Road residents do not have water or sewer service but with the new fire hall station being built on Borland Road the City would be looking at providing services to residents. Commissioner Demske inquired as to whether on page 6 Exhibit B peak hours is 1.80 for 2016 to 2017 is before the meter pit was updated and if the drop to 1.66 was after updating meter pit. Mr. Youatt stated the decrease was a direct result of the meter pit update. Mr. Youatt informed the Commission the GLWA gives us credit because we made updates to the meter pit and adding a bigger pump will benefit the whole system. Mayor Bargaen inquired as to if Flint signed for 30 years so we do not have to anticipate any major work of the chlorination system. Mr. Youatt stated he was unsure but he heard they were going to and he did not believe any work will be needed on the chlorination system.

**Motion** by Demske, seconded by Kempf, to approve amended contract with GLWA and giving authorization to Mayor Walt Bargaen and City Manager Tom Youatt to sign the contract on the behalf of the City.

#### **ROLL CALL VOTE**

Ayes: Kempf, Romine, Demske, Ramirez, Tanis, Bargaen

Nays: None

**MOTION CARRIED 6 - YEAS; 0 – NAYS**

### **8. NEW BUSINESS**

#### **A. Imlay Township Fire Contract Renewal (pgs. 18-19)**

Mr. Youatt presented the Commission with the Imlay Township fire contract renewal. Mr. Youatt stated he met with the Imlay Township Supervisor Steve Hoeksema to go over the contract and it was a very good meeting. The current contract expires December 31, 2017. Mr. Youatt stated the current contract is \$45,000 a year and has been like this for several years. Mr. Youatt stated he wanted to keep the contract to two years because of the new fire hall going in. The Township Board agreed to \$52,000 per year for two years. Mr. Youatt stated he was pleased with the increase from \$45,000 to \$52,000. Mayor Bargaen inquired as to if there was a limit on how many fire runs the \$52,000 includes. Mr. Youatt stated they are allowed 30 fire runs, after that there is an extra charge per run.

**Motion** by Ramirez, seconded by Romine, to approve the renewal of the Imlay Township Fire Contract of \$52,000 per year for two years.

#### **ROLL CALL VOTE**

Ayes: Romine, Demske, Ramirez, Tanis, Kempf, Bargaen

Nays: None

**MOTION CARRIED 6 - YEAS; 0 – NAYS**

#### **B. DNR Property Purchase**

Mr. Youatt informed the Commission that the DNR Natural Resources Commission met on December 14, 2017 and approved the sale of the property to the City for \$189,400. The City should have closing documents by the end of the week and should close by the end of the month. Mr. Youatt is requesting authorization to proceed with the purchase of the property. Mayor Barga inquired as to if there would be title insurance to make sure there were no deed restrictions. Mr. Youatt stated they would make sure there was and that there were not any deed restrictions.

**Motion** by Tanis, seconded by Ramirez, to proceed with the purchase of the DNR Property, 571 E. Borland Road, Imlay City, and give authorization for City Manager Tom Youatt to sign on behalf of the City and for City Attorney to review contract.

Mr. Youatt stated he has consulted with Tom Traciak, the City Financial consultant, and Tom Colis, the City Bond Counsel, they both state we should have an engineer on board for demolition, environmental, etc. Mr. Youatt put out a brief RFP to both engineering companies for their input.

#### **ROLL CALL VOTE**

Ayes: Demske, Ramirez, Tanis, Kempf, Romine, Barga

Nays: None

**MOTION CARRIED 6 - YEAS; 0 – NAYS**

#### **C. Arbor Day Proclamation (pg. 20)**

Mr. Youatt presented the Arbor Day Proclamation, the proclamation recognizes the City as being a Tree City USA for 17 years. Mr. Youatt stated how this is an excellent promotion to market the City. The program has a requirement that we plant two trees for every one tree that is taken down. The City has a tree ordinance with an approved list of trees and follows this when planting trees. Commissioner Demske inquired as to if the City is given credit if a resident plant trees. Mr. Youatt stated the City gets credit for trees that are planted on City property and trees in the right of way. Mayor Barga stated that the Planning Commission does require that if a tree is cut down that two are replaced.

**Motion** by Romine, seconded by Demske, to approve the Arbor Day Proclamation.

**MOTION CARRIED UNANIMOUSLY**

#### **D. MOU RDC Memorandum of Understanding**

Mr. Youatt informed the Commission that we have a committee working on redevelopment community for the MEDC. We have a number of criteria we have to meet to receive

certified status, one big piece to authorize the signing of the MOU (Memorandum of Understanding). Mr. Youatt stated once we are certified our portion of grant matching will be reduced, this is a very big incentive and very beneficial to the City. Mr. Youatt stated our staff should be done with their part by next month but the MEDC is lagging but we hope to be certified by next fall.

**Motion** by Ramirez, seconded by Tanis, to authorize signing MOU and to give authorization to City Manager Tom Youatt to sign on behalf of the City.

#### **ROLL CALL VOTE**

Ayes: Ramirez, Tanis, Kempf, Romine, Demske, Bargaen

Nays: None

**MOTION CARRIED 6 - YEAS; 0 – NAYS**

#### **9. MANAGER'S REPORT**

Mr. Youatt stated himself, Mayor Bargaen and Commissioner Ramirez will be conducting interviews for the Clerk/Treasurer position on Thursday, December 21, 2017. They received eight applications and will be interviewing four of those applicants.

Mr. Youatt informed the Commission the Planning Commission will be meeting on January 9, 2018 to have another look at the site plan for the assisted living facility and the ZBA will be having a meeting to look at a second variance for a 15' setback for the assisted living facility. There were ten recommendations for the site plan and the engineer for the developer stated he can meet those recommendations. Mr. Youatt stated the City received a \$10,000 escrow deposit for the City's planning and legal fees.

Mr. Youatt stated with the approval of the Surplus Division with MERS, he has put that into place and transferred \$100,000 into the Surplus Division and is glad this got done before the end of the year.

Mr. Youatt stated they have hired a new Code Enforcement Officer, his name is Joe Schierlinger and he is from North Branch. Mr. Youatt feels he will be an outstanding fit for the City. Dave Eady is staying on for the transition period. Commissioner Demske inquired if Officer Schierlinger was a code enforcer in North Branch. Mr. Youatt stated no but he has experience working with the public as a Fed Ex driver.

#### **10. OTHER BUSINESS**

Commissioner Ramirez inquired as to an update on Officer Martin. Mr. Youatt stated that he will have surgery next month and he is unsure on the recovery time for that.

Commissioner Ramirez requested the City look at the tree that is out front of the house on Main Street just south of the City offices, it hangs over the road and looks like it is ready to fall. Mr. Youatt stated he would have the DPW look at it.

#### **11. ADJOURNMENT**

**Motion** by Ramirez, seconded by Tanis, to adjourn the meeting at 7:41 p.m.

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted by: Anne McAvoy: \_\_\_\_\_  
Deputy Clerk/Utility Billing Clerk

**Approved: January 3, 2018**