

**DRAFT**  
**IMLAY CITY COMMISSION**  
**150 N. Main Street**  
**IMLAY CITY, MI 48444**  
**REGULAR MEETING**  
**April 18, 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 Marty Rankin

Commissioner Amy Planck

Commissioner Mike Romine (at 7:03 p.m.)

Absent: Commissioner Al Ramirez and Commissioner Robert Tanis

Also Present: City Manager Tom Youatt; John Olson, P.E. of Spicer Group, Inc.; Dan Aylward of Abilita; Doug Skylis of ROWE Professional Services Company; four members of the community; and one member of the media.

**4. APPROVAL OF AGENDA**

**Moved** by Kempf, seconded by Planck, to approve the agenda with the following addition:  
8.D. Water Asset Management Plan Payment #2.

**MOTION CARRIED UNANIMOUSLY**

**5. APPROVAL OF CONSENT AGENDA ITEMS**

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

**A.** Approval of Minutes - Regular Meeting – April 4, 2017

**B.** Other Minutes - Parks & Recreation Meeting – April 11, 2017

**C.** Payment of Bills - Payroll totaling \$68,016.86  
Accounts Payable and Trust & Agency totaling \$62,809.63

**ROLL CALL VOTE**

Ayes: Rankin, Kempf, Planck, Bargaen

Nays: None

**MOTION CARRIED 4 - YEAS; 0 - NAYS**

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

Alan Rosenbalm, Imlay City, addressed the Commission regarding the funding of budgetary priorities. Mr. Rosenbalm recommended the Commission strongly weigh the prioritization of projects and carefully consider which projects would best be funded through a new millage. Mr. Rosenbalm cited major projects such as a new fire hall and WWTP improvements and noted that both cannot likely be funded through the City's on-hand finances.

### **7. OLD BUSINESS - None**

### **8. NEW BUSINESS**

#### **A. SAW Grant Storm Water Presentation**

John Olson, P.E. of Spicer Group, Inc. presented a summary of the storm water portion of the SAW Grant. Mr. Olson detailed the storm water grant, totaling over \$412,000.00 of the \$828,879.00 in MDEQ SAW Grant funds. Mr. Olson explained the project involved an Asset Inventory, Condition Assessment, Cleaning and Televising of the system, Level of Service Analysis, Critical Assets Determination, Revenue Structure Calculation and Capital Improvement Plan to arrive at a sustainable strategy for managing the City's storm water assets in the future. Mr. Olson revealed the results of comprehensive inspections of the City's catch basins, curb inlets, manholes, outlets, etc. and noted the overall aged condition of the system. Mr. Olson relayed Spicer Group's recommendation that \$20,000.00 be budgeted annually for cleaning, televising, root treatment and repairs throughout the storm water system. Mr. Olson noted that funding is the main issue involved with any storm water asset improvements, as the City has no rate recovery structure. Therefore, the short and long term recommended improvement projects detailed in the Capital Improvement Plan will need to be funded through the City's General Fund.

City Manager Tom Youatt stressed the value of the storm water asset analysis and noted the detailed information now available to the City. Youatt further noted the importance and efficiency of knowing the condition of the storm water assets when performing associated road projects.

#### **B. Phone Presentation – Abilita**

Dan Aylward of Abilita described administration services performed regarding the City's telecommunications services, with the goals of reducing telecommunications costs and recommending a solution for the end-of-life existing phone systems at City Hall and the Imlay City Police Department. Mr. Aylward explained that a cloud hosted system whereby maintenance is handled by the telecommunications carrier is ideal for the City as it has no on-site IT staff. Abilita administered the RFP process for a new hosted VoIP telecommunications system for the City, analyzed the responding bidders, and worked with City staff to produce two finalist bidders: Frontier and IVS Comm. Mr. Aylward described the selection process which took into consideration total cost of ownership, viability of the

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responding telecommunications company, available training resources, recording needs, and physical phone features. Mr. Aylward relayed Abilita's recommendation to accept the proposal from Frontier and noted the ongoing \$350.00 per month savings that would be realized by switching to the hosted VoIP system.

City Manager Tom Youatt noted the increased efficiencies that accompany the VoIP system and the benefits of receiving the technology upgrades with ongoing cost savings. Youatt further noted the familiarity that local Frontier staff has with the City operations and recommended the Frontier proposal as the most advantageous bid response.

**Motion** by Romine, seconded by Kempf, to approve the proposal from Frontier for a hosted VoIP telecommunications system including upfront equipment costs of \$15,612.59, as presented.

### **ROLL CALL VOTE**

Ayes: Romine, Kempf, Planck, Rankin, Bargaen

Nays: None

**MOTION CARRIED 5 - YEAS; 0 – NAYS**

### **C. Biosolid Sludge Proposal for Imlay City WWTP**

City Manager Tom Youatt presented a letter from Synagro, the City's current biosolid sludge hauler, which indicates they are going out of business and referring customers to Michigan AgriBusiness Solutions (MAS) for continued quality hauling services. Youatt indicated that Synagro currently charges \$0.0340/gallon and presented a cost proposal from MAS for services going forward. Youatt recommended the three year proposal from MAS: Year 1 - \$0.0340/gallon; Year 2 - \$0.0369/gallon; and Year 3 - \$0.0389/gallon, as the costs associated with sludge hauling services is expected to increase industry-wide.

**Motion** by Romine, seconded by Kempf, to approve the three year proposal from Michigan AgriBusiness Solutions, LLC for sludge hauling and application services at a cost of \$0.0340/gallon for Year 1; \$0.0369/gallon for Year 2; and \$0.0389/gallon for Year 3, as presented.

### **ROLL CALL VOTE**

Ayes: Kempf, Planck, Rankin, Romine, Bargaen

Nays: None

**MOTION CARRIED 5 - YEAS; 0 – NAYS**

### **D. Water Asset Management Plan Payment #2**

City Manager Tom Youatt presented the second payment request from Spicer Group for professional engineering services on the Water Asset Management Plan in the amount of

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\$22,359.00. Youatt reported to the Commission that the DEQ is requiring all cities to develop a Water Asset Management Plan by the end of this calendar year.

**Motion** by Planck, seconded by Romine, to approve the Water Asset Management Plan Payment invoice for Spicer Group in the amount of \$22,359.00, as presented.

### ROLL CALL VOTE

Ayes: Planck, Rankin, Romine, Kempf, 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 his work on the FY17/18 Budget continues, and a Budget Work Session is scheduled for April 19, 2017 at 7:00 p.m. Youatt presented renewal information from the MML Workers' Compensation Fund, and pointed out the decrease in overall premium is due to the City's Experience Modifier being lowered and the excess dividends distributed to all members. Youatt reported he had met recently with new Pinnacle Plant Manager Dean Zaretzke and Controller Deb Holt to discuss the new Vlasic pickle products, water rates and the Imlay City Community. Youatt stated he had confirmed with the DNR they had received the City's submittal of the DNR Land Transaction Application for acquisition of the DNR property on Borland Road. Youatt reported that a DNR committee will review the application as a next step. Youatt announced to the Commission that DPW employee Jacob McConnell has recently earned his CDL certification and is no longer considered a probationary employee. Youatt presented the Commission with correspondence from the Great Lakes Water Authority (GLWA) announcing the intention of the City of Flint to remain with GLWA for its water service under a 30 year contract. Youatt stated there is uncertainty in regards to the impact this will have on water rates.

### 10. OTHER BUSINESS - None

### 11. ADJOURNMENT

**Motion** by Planck, seconded by Kempf, to adjourn the meeting at 7:42 p.m.

**MOTION CARRIED UNANIMOUSLY**

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

Approved: \_\_\_\_\_