

**IMLAY CITY PLANNING COMMISSION**  
**REGULAR MEETING MINUTES**  
**Tuesday, January 26, 2021**  
**6:00 PM**

**1. CALL TO ORDER**

Chairman Germayne called the Regular meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

Chairman Germayne led the Pledge of Allegiance

**3. ROLL CALL**

**Present:** Chairman Tom Germayne, Mayor Joi Kempf, Walt Bargaen, Bob Tanis

**Absent:** Vice Chairman Ian Kempf, Ted Sadler, John Lengemann

**Also Present:** City Manager Craig Horton, City Clerk Dawn Sawicki-Franz and resident.

**4. APPROVAL OF AGENDA**

**MOTION** by Bargaen, supported by Tanis to approve the Agenda as presented with the addition of **New Business: A.** Letter to LaFontaine.

**MOTION CARRIED UNANIMOUSLY**

**5. APPROVAL OF MINUTES**

**MOTION** by Tanis supported by Bargaen to approve the November 24, 2020 regular meeting minutes as presented.

**MOTION CARRIED UNANIMOUSLY**

**6. CITIZENS FROM THE FLOOR**

None

**7. OLD BUSINESS**

**A. RFP DISCUSSION FOR PLANNING SERVICES**

City Manager Craig Horton explained that in the planning board packet is a proposed Planning Service Providers RFP (Request for Proposals) for the board to review. If the board approves this RFP as presented, Horton will put together a list of Planning Service Providers and send this out to them.

**MOTION** by Bargaen supported by Tanis to accept the proposed Planning Service Providers RFP and to allow the City Manager to send this RFP to the list of providers.

**MOTION CARRIED UNANIMOUSLY**

**B. PUBLIC NOTICE DISCUSSION BY ATTORNEY**

City Manager Craig Horton explained that the attorney had sent his opinion in writing on the public hearing topic. The attorney recommended in his written opinion to hold off scheduling the public hearing until the February 23, 2021 Planning Commission Meeting. Horton continued, again the moratorium is still in place until the ordinance is actually passed and we have shown good faith and effort on moving forward, but in the light of Covid19 and not allowing public hearings we have not passed a motion or held a public hearing on this topic as of yet.

**NO MOTION – DISCUSSION ONLY**

**C. DISCUSSION OF VACANCIES**

City Manager Craig Horton explained that the attorney had sent his opinion in writing regarding the vacancies and current member status. Specifically, in his opinion according to the charter, that for members of the Planning Commission there should only be the Mayor and one other city commissioner. Horton stated that Vice-Chairman Ian Kempf has expressed his desire to resign from his position on the Planning Commission and in addition due to the fact that Bob Tanis recently was elected to the commission board and Ted Sadler was already serving on both, the Planning Commission now has the Mayor and two commissioners on the current board and one open position for sure. Horton suggested

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that because we only have four board members at this meeting that we should postpone this decision to the next meeting.

Also, we have one current application for the Planning Commission and that is Ryan Cinader who currently serves on the Imlay City Zoning Board of Appeals.

**NO MOTION, INFORMATIONAL ONLY**

**8. NEW BUSINESS**

**A. LETTER FOR LAFONTAINE**

A letter was presented to the Planning Commission from Zoning Official Gyrome Edwards to Paul LaFontaine regarding a sign violation, outdoor storage violation, M-53 car wash and tree harvest violation.

**NO MOTION, INFORMATIONAL ONLY**

**9. ADJOURNMENT**

**MOTION** by Bargen supported by Tanis to adjourn the meeting at 6:32pm.

**MOTION CARRIED UNANIMOUSLY**

Respectfully Submitted by: \_\_\_\_\_  
Dawn Sawicki-Franz, City Clerk/Treasurer

**Approved: February 23, 2021**