

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

REGULAR MEETING
Tuesday, February 16, 2021
7:00 PM

1. **CALL TO ORDER**

Mayor Joi Kempf called the meeting to order at 7:00 PM.

2. **PLEDGE OF ALLEGIANCE**

Mayor Joi Kempf led the Pledge of Allegiance

3. **ROLL CALL**

Present: Mayor Joi Kempf

Mayor Pro Tem Frank Demske

Commissioner Stu Davis

Commissioner Ted Sadler

Absent: Commissioner Greg Rowden

Commissioner Bob Tanis

Commissioner Kelly Villanueva

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

4. **APPROVAL OF AGENDA**

MOTION by Davis supported by Demske to approve the agenda with the addition of **D. DDA REQUEST.**

MOTION CARRIED UNANIMOUSLY

5. **APPROVAL OF CONSENT AGENDA**

MOTION by Sadler supported by Demske to approve the consent agenda items to include:

A. Approval of Minutes: City Commission – February 02, 2021

B. Other Minutes: DDA – January 11, 2021

Parks and Rec – December 08, 2020

C. Payment of Bills:	General Fund Checking	\$ 525,288.85
	Tax Account	\$ 291,397.06
	HRA Account	<u>\$ 367.31</u>
	Total	\$ 817,053.22

ROLL CALL VOTE

Ayes: Sadler, Demske, Davis, Kempf

Nays: None

MOTION CARRIED UNANIMOUSLY

6. **DEPARTMENT HEAD UPDATE:**

NONE

7. **CITIZENS FROM THE FLOOR**

NONE

8. **OLD BUSINESS**

A. ZONING RFP PACKETS SENT – DUE BACK 02/19/2021

City Manager Craig Horton informed that Zoning RFPs were sent out to various vendors on Tuesday, February 02, 2021. There have been a lot of inquiries regarding the RFP which shows good interest and we believe that we will have several bids to review for this project. The RFP is due back at 3 PM on Friday, February 19, 2021.

NO MOTION, INFORMATIONAL ONLY.

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B. OLD SCHOOL PARK PAVILION - DISCUSSION

City Manager Craig Horton reported that DPW Superintendent Ed Priehs is going out for bids regarding a new pavilion to be placed in Old School Park and at some point, in the future Parks and Rec will be recommending to the City Commission for approval of a location and type of the pavilion.

Mayor Kempf stated that city will be utilizing half of their Sesquicentennial money of \$15,000 towards this purchase. They are reviewing wood and metal structures at this time.

NO MOTION, DISCUSSION ONLY

C. SESQUICENTENNIAL UPDATE

Mayor Joi Kempf noted that the committee will be meeting on Wednesday, February 17, 2021 at 10 AM. At the last meeting the footprint was discussed. The old fire hall is being reviewed as the beer tent for this event. A lot of planning is still needed. The time capsule location is also being discussed to have it be located and exhumed.

D. WORK SESSION REMINDER – 02/25/2021 AT 6 PM

City Manager Craig Horton reminded the council members that the scheduled work session is planned for February 25, 2021 at 6 PM.

9. NEW BUSINESS

A. RESOLUTION 2021-1 TO ESTABLISH 2021 SPECIAL ASSESSMENT TAX ROLL OF UNPAID 2020 UTILITY CHARGES

MOTION by Sadler and supported by Davis to approve Resolution 2021-1 to Establish 2021 Special Assessment Tax Roll of Unpaid 2020 Utility Charges as presented.

ROLL CALL VOTE

Ayes: Sadler, Davis, Demske, Kempf

Absent: Rowden, Tanis, Villanueva

Nays: None

MOTION CARRIED UNANIMOUSLY

B. SET 2021 MARCH BOARD OF REVIEW DATES

Organizational Meeting: Tuesday, March 09, 2021 at 8:00 AM

Public Appeal Meetings: Tuesday, March 16, 2021, 9:00 AM to 12:00 PM

Tuesday, March 16, 2021, 1:00 PM to 4:00 PM

Thursday, March 18, 2021, 2:00 PM to 5:00 PM

Thursday, March 18, 2021, 6:00 PM to 9:00 PM

MOTION by Demske and supported by Sadler to approve the 2021 March Board of Review Dates as presented.

MOTION CARRIED UNANIMOUSLY

C. REVIEW CYNTHIA STROEBEL'S APPLICATION FOR PARKS AND RECREATION COMMISSION

MOTION by Demske and supported by Davis to approve Cynthia Stroebel's application for Parks and Recreation Commission for a term to expire June 2024.

MOTION CARRIED UNANIMOUSLY

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D. DDA REQUEST

A letter from DDA Director Lorrelei Natke was included in the commission packet along with a letter from Sue Robbins, Daisy's Way Dog Training, asking to lease space in the old fire hall with the intent to train obedience and assistant service dogs.

It was decided to let the City Manager negotiate times and dates for classes as well as fees for building usage on a month-to-month basis.

Mayor Joi Kempf also stated that the Chamber of Commerce wants to utilize the fire hall for their garage sale mania weekend.

The water has not been shut off at the fire hall and the heat is kept low at this time.

NO MOTION, DISCUSSION ONLY

10. MANAGER'S REPORT

City Manager Craig Horton reported that the office is starting to work on an RFP for citywide trash pick-up since the current 3-year contract will expire in June. Discussion continued regarding residents being able to turn off trash service and water service. A recycling reminder is probably needed for residents to know how to recycle properly.

Mayor Kempf questioned the alarm system and Horton discussed this as well as the option of rekeying the office being reviewed.

Mayor Kempf also asked about keys and the code to the new fire hall.

A question arose regarding the generator at the office and it was reported that it runs its test every Wednesday afternoon.

11. OTHER BUSINESS

The DPW came in at midnight to clear roads and keep ahead of the heavy snowfall.

12. CITIZENS FROM THE FLOOR

None

13. ADJOURNMENT

MOTION by Demske supported by Sadler to adjourn at 8:06PM.

MOTION CARRIED UNANIMOUSLY

Next Meeting – Commission Workshop: Thursday, February 25, 2021 at 6PM

Next Regular Commission Meeting Date: Tuesday, March 02, 2021 at 7PM.

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

APPROVED: March 02, 2021