

IMLAY CITY COMMISSION

**150 N. Main Street
IMLAY CITY, MI 48444**

**REGULAR MEETING
Wednesday, March 20, 2019
7:00 P.M.**

1. CALL TO ORDER

Mayor Joi Kempf called the meeting to order at 7:03 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Joi Kempf led the Pledge of Allegiance

3. ROLL CALL

Present: Mayor Joi Kempf
Commissioner Ted Sadler
Commissioner Stu Davis

Commissioner Mike Romine
Commissioner Al Ramirez
Commissioner Kelly Villanueva

Absent: Pro-Tem Frank Demske

Also Present, City Manager Tom Youatt, Deputy Clerk/ Utility Billing Clerk Anne McAvoy, Doug Schultz from Rowe Engineering, George Ananich from H2A Architects, Dana Walker former DDA Director, four members of the community, and two members of the media.

4. APPROVAL OF AGENDA

Motion by Romine, seconded by Davis to approve the agenda with the addition of Old Business 7.B. Amendment to Zoning Ordinance 6.1 – Article 23.7 Design Standards.

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF CONSENT AGENDA ITEMS

Motion by Romine, seconded by Sadler to approve the Consent Agenda to include payables in the amount of \$268,262.57 as presented.

A. Approval of Commission Minutes – March 5, 2019

B. Other Minutes – Park & Recreation – March 12, 2019

C. Payment of Bills in the amount of – Tri-County Bank - \$ 246,721.86
Lakestone Bank - \$ 21,289.19
HRA - \$ 251.52
\$ 268,262.57

ROLL CALL VOTE

Ayes: Ramirez, Romine, Sadler, Davis, Villanueva, Kempf

Nays: None

MOTION CARRIED UNANIMOUSLY

6. CITIZENS FROM THE FLOOR

Allen Rosenbalm – Commended Dana Walker for her work as the City’s DDA Director. She will be missed. Commended Police, Fire and EMS for the work that they do. Recommends a Public Safety report be included in the bi-monthly meetings. Suggests the City look at hiring an Assistant City Manager for when the City Manager is unavailable.

City Manager Tom Youatt and Mayor Kempf stated they do receive Public Safety reports and the City does not have it in the Budget to hire an Assistant City Manager.

Calvin Whitmore – Inquired as to who would be responsible for road improvement at the curb on the east side of North Main Street. The road and curb are deteriorating.

City Manager Youatt stated this is the City’s responsibility and the City has a list of roads that need repair, he would look into budgeting funds to make this repair.

7. OLD BUSINESS

A. Present Proclamation to Dana Walker

Mayor Kempf presented a proclamation from the City to Dana Walker, former DDA Director.

Ms. Walker stated she loved working with and for Imlay City.

Mr. Youatt congratulated Ms. Walker and stated she did an outstanding job for the City and did more for the City than most DDA directors do.

B. Amendment to Ordinance 6.1, Article 23.7 – Design Standards (pgs. 23-27)

City Manager Tom Youatt stated the Planning Commission met on Monday, March 18, 2019 and approved the updated design standards for the City that Rowe Engineering helped put together. The Planning Commission recommends the City Commission approve the updated design standard. This is the first reading for the amendment, the second reading will be April 2, 2019.

Motion by Ramirez, seconded by Sadler to approve the Amendment to Ordinance 6.1, Article 23.7 – Design Standards as presented.

MOTION CARRIED UNANIMOUSLY

8. NEW BUSINESS

A. Amendment to Resolution 2019-5 to Credit Card Policy & Procedures (pgs. 18-20)

City Manager Tom Youatt presented amendment to Resolution 2001-10 to Credit Card Policy and Procedures. This amendment makes the resolution more defined.

Motion by Davis, seconded by Romine to approve the Amendment to Resolution 2019-5 to Credit Card Policy & Procedures as presented.

MOTION CARRIED UNANIMOUSLY

B. Bid Tabulation for Fire Hall (pgs. 21-22)

George Ananich from H2A Architects addressed the Commission. He stated they received three bids total on the Fire Hall project. Superior Contracting Group was the low bid on

the project. Mr. Ananich stated they did have a post bid meeting with Superior and received references for Superior and they all gave good recommendations with good responsiveness. Mr. Ananich stated he feels comfortable accepting the low bid. Mr. Youatt stated the acceptance would need to be contingent on the sale of bonds.

Motion by Romine, seconded by Sadler to accept the low bid for Fire Hall construction from Superior Contracting Group in the amount of \$2,742,400.00 contingent on the sale of bonds.

ROLL CALL VOTE

Ayes: Ramirez, Romine, Sadler, Davis, Villanueva, Kempf

Nays: None

MOTION CARRIED UNANIMOUSLY

C. Amendment to Ordinance 6.1, Article 23.7 – Design Standards (pgs. 23-27)

Already voted on during Old Business 7. B.

D. Resolution 2019-4 – DNR Recreation Passport Grant Application (pgs. 28-32)

City Manager Tom Youatt presented Resolution 2019-4 – DNR Recreation Passport Grant Application for the Commission’s approval.

Doug Schultz from Rowe Professional Services Company stated the City is asking for \$150,000.00 grant. This grant would go towards expanding the existing pool area by adding a splash pad to the south of the existing pool. The addition would include the splash pad, additional seating and fencing. The application is due April 1, 2019 and supplemental information can be added during the process. Funds will be available Spring of 2020. Design plans and bidding will start before that so construction could start in the Fall of 2020.

City Manager Tom Youatt stated he has received letters of recommendation from Imlay City Schools, Imlay City DDA and Imlay City Chamber of Commerce. He is expecting a letter from the Imlay City Rotary also.

Motion by Ramirez, seconded by Romine, to adopt Resolution 2019-4 – DNR Recreation Passport Grant Application (pgs. 28-32) as presented.

MOTION CARRIED UNANIMOUSLY

E. Resignation – Mike Romine (pg. 33)

Motion by Davis, seconded by Villanueva to accept Resignation letter from City Commissioner Mike Romine with regrets.

MOTION CARRIED UNANIMOUSLY

City Manager Tom Youatt thanked Mr. Romine for his service and stated the City appreciates his efforts and work.

Commissioner Romine stated he moved but he still has a business in town and will still participate where he can.

9. MANAGERS REPORT

City Manager Tom Youatt stated Mayor Kempf, Commissioner Sadler and himself attended the MML Capitol conference this week. Governor Whitmer attended also. He stated it is a

very good conference to attend and urged other Commissioners to attend the next one. There will be another MML conference in September in Detroit. Mr. Youatt stated in the packet is a copy of the S&P Global Ratings. The City received an A+ rating. Sale of the bonds for the Fire Hall will be on March 26, 2019. The City will receive funds on April 10, 2019. The contractor will mobilize equipment shortly. Mr. Youatt stated he will let the Commissioners know when the groundbreaking ceremony will be. Applications are coming in for the administrative assistant. Fourteen applications were received for DDA Director. A committee consisting of Mayor Kempf, Walt Barga, Kim Jorgensen and Mr. Youatt will be interviewing five candidates on March 27, 2019 and April 1, 2019.

10. OTHER

Mayor Kempf stated that the S&P Global rating was due to the hard work and efforts of city Manager Tom Youatt and thanked him for his efforts.

Commissioner Ramirez inquired as to what roads the City would be working on. Mr. Youatt stated that would be determined during the budget process and he would be working with the Department heads next week and start the process but the City would continue to make an effort to fix the roads. Mr. Youatt anticipates projects to get started towards the end of the summer or early fall.

Commissioner Sadler stated several years ago the City was not in a good position and the S&P Global rating shows a significant change and this shows the City Manager and the staff have been doing a great job.

11. ADJOURNMENT

Motion by Romine, seconded by Sadler, to adjourn at 7:45 p.m.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted by: _____
Anne McAvoy, Deputy Clerk/Utility Billing Clerk