

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

**REGULAR MEETING
TUESDAY, JUNE 20, 2023
7:00 PM**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mayor Joi Kempf led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Joi Kempf, Mayor Pro Tem Ted Sadler, Commissioner Shane Collison, Commissioner Joe DeLuca, Commissioner Al Ramirez, Commissioner Bob Tanis, Commissioner Barbara Yockey

Absent: None

Also Present: City Manager Craig Horton, Police Chief Brett Selby, Police Sergeant Sean Leathers, Clerk/Treasurer Dawn Sawicki-Franz and Public.

4. APPROVAL OF AGENDA

MOTION by Yockey seconded by Tanis to approve the agenda with the addition of **NEW BUSINESS C. 2023-2024 INCREASES FOR THE NON-UNION, NON-CONTRACTUAL EMPLOYEES.**

MOTION CARRIED UNANIMOUSLY

5. APPROVAL OF CONSENT AGENDA

MOTION by Sadler seconded by DeLuca to approve the consent agenda to include:

- A. APPROVAL OF MINUTES** June 06, 2023 – Regular Meeting
- B. OTHER MINUTES** May 04, 2023 – Ruth Hughes Memorial District Library
May 08, 2023 – DDA
- C. PAYMENT OF BILLS IN THE AMOUNT OF:**
- | | | |
|-----------------------|----|--------------------------|
| General Fund Checking | \$ | 588,606.78 |
| Tax Account | \$ | 920.05 |
| HRA Account | \$ | <u>758.19</u> |
| Total | \$ | <u><u>590,285.02</u></u> |

ROLL CALL VOTE

Ayes: Sadler, DeLuca, Ramirez, Tanis, Yockey, Collison, Kempf

Nays: None

Absent: None

MOTION CARRIED UNANIMOUSLY

6. CITIZENS FROM THE FLOOR

Clerk/Treasurer Sawicki-Franz asked the new Utility Biller/Deputy Clerk Tina Young to introduce herself and share her background. The Commissioners asked questions and welcomed Tina to the City of Imlay City.

7. DEPARTMENT HEAD REPORT

Police Chief Selby announced that officer Hadfield will be off on medical for a period of time then continued by informing that the Police Department received a \$3200 grant for a new defibrillator

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thanks to Tim Wilcox and the Steel Patriots Motorcycle Club out of Lapeer. Training was received from CN Railroad as they presented two sessions on railway safety recently. In addition, the first tabletop with the Lapeer County Emergency Management and EMS Director was held as this started the preparation and planning in the event of a rail disaster, should it arise. More tabletop discussions and planning are scheduled in the future with a possible mock disaster in the spring or summer next year.

8. UNFINISHED BUSINESS

A. IMLAY CITY POLICE DEPARTMENT SUCCESSION PLAN

Police Chief Selby stated that this plan has been presented and the Commission has read the plan and it is an extensive plan to grow this department. Javier Sanchez is only one part of this plan and the detective position is another part of this plan. Selby is asking the Commission to consider Sanchez now with the other position later in the spring and continued stating that Sanchez would start training in the beginning of August if approved.

City Manager Horton informed that the City does not want to miss the opportunity of the grant that is offered for Sanchez's training and also consider the detective position in the spring as part of this plan. In addition, an overall plan to consider would be creating a Public Safety Department including a full-time Fire Chief that would be trained to do fire inspections and fire suppression inspections among other things and as you know Fire Chief Rick Horton is planning to retire in September. With this type of plan for Police and Fire, a millage for Public Safety would need to be considered by this Commission for the next election.

MOTION by Collison and seconded by DeLuca to approve phase one of the Imlay City Police Department Succession Plan: Javier Sanchez.

ROLL CALL VOTE

Ayes: Collison, DeLuca, Ramirez, Sadler, Tanis, Yockey, Kempf

Nays: None

Absent: None

MOTION CARRIED UNANIMOUSLY

B. CITY OWNED PROPERTY UPDATE

City Manager Horton updated the Commission stating that the Sage Creek Winery Attorney and our City Attorney have been in discussion and are working out a plan to bring to a Commission meeting in the very near future.

NO MOTION, DISCUSSION ONLY

C. 425 AGREEMENT – IMLAY TOWNSHIP UPDATE

City Manager Horton shared that Imlay Township Supervisor Rick Farkas is in the audience and the two have been in discussion together regarding the 425 Agreement. Horton stated that the two are looking at all options and Imlay Township has asked about the possibility of available tap ins for the future. Supervisor Farkas informed that Imlay Township is currently working with Wade Trim and would like to see a meeting with Imlay Township and Imlay City in the same room to work out the details together with each of their attorneys and representatives present.

NO MOTION, DISCUSSION ONLY

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9. NEW BUSINESS

A. 2023 L-4029 Tax Rates

Clerk/Treasurer explained that we are currently in the tax preparation season and the L-4029 is the directive prepared by Assessor Nathan Hager for the Treasurer to levy the millage tax rates that are on this schedule.

MOTION by Yockey seconded by Tanis to approve the 2023 tax rate request millage request report also known as the L-4029 as presented.

ROLL CALL VOTE

Ayes: Yockey, Tanis, DeLuca, Collison, Ramirez, Sadler, Kempf

Nays: None

Absent: None

MOTION CARRIED UNANIMOUSLY

A. 2023 LAPEER COUNTY CITIZEN PLANNER PROGRAM

City Manager Horton explained the upcoming training offered by the MSU Extension and the evening commitment that will be required for several weeks and this will be offered to the Planning Commission, Zoning Board of Appeals and any other City board members that would like to attend at a cost to the City out of the training budget.

NO MOTION, DISCUSSION ONLY

B. 2023-2024 INCREASES FOR THE NON-UNION, NON-CONTRACTUAL EMPLOYEES

City Manager Horton expressed his desire to increases at 2.5% for all non-union, non-contractual employees for the 2023-2024 FY

MOTION by DeLuca seconded by Sadler that the City gives a 2.5% pay increase to all non-contractual employees.

ROLL CALL VOTE

Ayes: DeLuca, Sadler, Tanis, Yockey, Collison, Kempf

Nays: Ramirez

Absent: None

MOTION CARRIED

10. CITIZENS FROM THE FLOOR

None

11. CLOSED SESSION

None

12. CITY MANAGER TIME

City Manager Horton informed the Commission that the he is still working on the cameras and the walkway under the train trestle is just about complete. Horton continued with information regarding the winner of the Library Auction of a "Tour of the City" was Cynthia Strobel and the department head of each department will offer a tour and explanation of their facility to the winner.

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Clerk/Treasurer Sawicki-Franz stated that on the forums that she follows for Clerks and Treasurers the discussion has arose regarding possible closure of the City Hall Office on Monday, July 3, 2023 and the office staff will use PTO at no cost to the City for this office closure. Sawicki-Franz asked the Commission to consider this closure.

MOTION by Collison seconded by Sadler to close the City Hall Office on Monday, July 3, 2023 at no cost to the City with the office staff using PTO for this closure.

MOTION CARRIED UNANIMOUSLY

13. CITY COMMISSIONER TIME

Commissioner Ramirez stated that the recommendations from the Chief of Police are critically important to us here at the City for maintaining the safety of the residents and safety of all of the employees. I would like to thank our office staff here and they get overlooked too often

Mayor Kempf agrees that the office staff is always there and doing what needs to be done and kind of blends in and she noted that the next Commission meeting is scheduled Wednesday, July 5th due to Independence Day.

Commissioner Yockey stated that she certainly recognizes the office staff and sends emails to the staff asking questions on a regular basis and would like to say thank you for these quick responses.

Commissioner Tanis shared that he will be out of town for some of the upcoming Commission meetings.

Commissioner DeLuca said he would like to commend the Police Chief and Sergeant Leathers on the Succession Plan and hopes the Commission moves forward with phase two of this plan and would like to commend the officers on the recent response times.

Commissioner Sadler stated that the Police Chief gave a good rundown of the recent emergency training tabletop with CN Railroad and asked the Police Chief to bring Officer Sanchez in to meet the Commission at a future meeting.

14. ADJOURNMENT

MOTION by Sadler seconded by Tanis to adjourn at 7:50PM

MOTION CARRIED UNANIMOUSLY

Next Regular Commission Meeting Date: Wednesday, July 05, 2023 at 7:00PM

Respectfully submitted by: _____
Dawn Sawicki-Franz, City Clerk

APPROVED: July 05, 2023