

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

REGULAR MEETING  
TUESDAY, SEPTEMBER 05, 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

**Absent:** Commissioner Al Ramirez, Commissioner Bob Tanis, Commissioner Barbara Yockey

**Also Present:** City Manager Craig Horton, City Attorney Robert Seibert, DDA Director Christine Malzahn, Clerk/Treasurer Dawn Sawicki-Franz and Public.

4. **APPROVAL OF AGENDA**

- A. **MOTION** by Sadler seconded by Collison to approve the agenda as presented.  
**MOTION CARRIED UNANIMOUSLY**

5. **APPROVAL OF CONSENT AGENDA**

**MOTION** by Sadler seconded by Collison to approve the consent agenda to include:

- A. **APPROVAL OF MINUTES** August 15, 2023 – Regular Meeting  
B. **OTHER MINUTES** July 10, 2023 – DDA Informational Meeting  
July 10, 2023 – DDA Regular Meeting  
July 31, 2023 – DDA Special Meeting  
C. **PAYMENT OF BILLS IN THE AMOUNT OF:**
- |                       |    |                   |
|-----------------------|----|-------------------|
| General Fund Checking | \$ | 364,445.93        |
| Tax Account           | \$ | 502,009.15        |
| HRA Account           | \$ | 60.00             |
| Total                 | \$ | <u>866,515.08</u> |

**ROLL CALL VOTE**

Ayes: Sadler, Collison, DeLuca, Kempf

Nays: None

Absent: Ramirez, Tanis, Yockey

**MOTION CARRIED UNANIMOUSLY**

6. **CITIZENS FROM THE FLOOR**

None.

7. **DEPARTMENT HEAD REPORT**

None

8. **UNFINISHED BUSINESS**

- A. **425 AGREEMENT – IMLAY TOWNSHIP UPDATE**

*City Manager Horton* informed that he has met with Supervisor Farkas and shared the copy of the draft agreement with the highlighted proposed changes and now we'll start the process.

**NO MOTION, DISCUSSION ONLY**

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**B. IMLAY CITY POLICE DEPARTMENT SUCCESSION PLAN**

**1. PUBLIC SAFETY DEPARTMENT ORDINANCE-FIRST READING**

*Mayor Kempf* shared the First Reading of the Public Safety Ordinance.

*Attorney Seibert* informed that the City Charter requires two readings for an Ordinance as part of the adoption process and this is the First Reading for record.

**MOTION** by Collison seconded by Sadler to accept the Public Safety Department Ordinance First Reading and set it on the next agenda for final adoption.

**ROLL CALL VOTE**

Ayes: Collison, Sadler, DeLuca, Kempf

Nays: None

Absent: Ramirez, Tanis, Yockey

**MOTION CARRIED UNANIMOUSLY**

**2. SPECIAL ASSESSMENT, MILLAGE DISCUSSION**

*City Manager Horton* informed that a version of the Public Safety millage language will be ready for the next Commission meeting for discussion and plans.

**DISCUSSION ONLY, NO MOTION**

**C. CITY OWNED PROPERTIES UPDATE**

*City Manager Horton* communicated that the draft agreement is in the Commission packet and deferred to the City Attorney Seibert for more information.

*City Attorney Seibert* outlined the discussion points from the last couple of meetings.

**MOTION** by Collison seconded by DeLuca to direct our City Attorney to work with Sage Creek Winery's attorney to create a final sale execution draft with changes to bring back to the next City Commission meeting for Commission approval.

**ROLL CALL VOTE**

Ayes: Collison, DeLuca, Sadler, Kempf

Nays: None

Absent: Ramirez, Tanis, Yockey

**MOTION CARRIED UNANIMOUSLY**

**D. OLD SCHOOL PARK PAVILION LOCATION**

*City Manager Horton* spoke with both DPW Superintendent Ed Priehs and Builder Bob Tanis regarding dropping the trusses for the location of the pavilion. Priehs and Tanis recommended option 2 based on current infrastructure.

**MOTION** by Collison seconded by DeLuca to approve option 2 for the location of the new pavilion to be installed at Old School Park.

**MOTION CARRIED UNANIMOUSLY**

**9. NEW BUSINESS**

**A. FEE SCHEDULE – ALL CITY DEPARTMENTS**

*Clerk/Treasurer Sawicki-Franz* presented the 2023 fee schedule that all of the Department Heads have reviewed and submitted changes for the fees that pertain to their departments. Intern Sam Howard created this new fee schedule with guidance from Sawicki-Franz and input from each of the department heads.

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**MOTION** by Sadler seconded by Collison to adopt fee schedule as outlined by administration as presented.

**ROLL CALL VOTE**

Ayes: Sadler, Collison, DeLuca, Kempf

Nays: None

Absent: Ramirez, Tanis, Yockey

**MOTION CARRIED UNANIMOUSLY**

**B. GRANT APPLICATION-DDA MI COMMUNITY CENTER GRANT APPLICATION**

*DDA Director Malzahn* gave a brief summary of the Community Center Grant for a pavilion at the Farmer's Market Park location. Malzahn introduced Resolution 2023-14 City of Imlay City Support without Financial Commitment for this project.

**MOTION** by Sadler seconded by Collison to approve Resolution 2023-14 as presented.

**ROLL CALL VOTE**

Ayes: Sadler, Collison, DeLuca, Kempf

Nays: None

Absent: Ramirez, Tanis, Yockey

**MOTION CARRIED UNANIMOUSLY**

**C. SET DATE FOR PUBLIC DEDICATION OF TRESTLE SIDEWALK**

Mayor Kempf entertained the celebration of a ribbon cutting ceremony at the new train trestle sidewalk crossing connecting the two sides of the sidewalk under the CN (Canadian National) Railway. Ribbon Cutting Ceremony-**Date set as Tuesday, September 19, 2023 at 6:30PM at the Trestle Sidewalk location on Cedar Street between 3<sup>rd</sup> Street and 2<sup>nd</sup> Street.**

**10. CITIZENS FROM THE FLOOR**

None

**11. CLOSED SESSION**

None

**12. CITY MANAGER TIME**

*City Manager Horton* stated that a Proclamation for Fire Chief Rick Horton's Retirement should be prepared and ready for vote at the next meeting with a prestation to Fire Chief Rick Horton at the following meeting on October 03, 2023. Horton continued by informing the Commission that out City Attorney Seibert has received communication from Attorney Anderson J Grandstaff regarding an Ordinance for Recreational Marihuana in Imlay City. Discussion continued regarding an ordinance. A review committee of ad-hoc and staff has been set for review and recommendation: Clerk/Treasurer Dawn Sawicki-Franz, Mayor Joi Kempf, City Manager Craig Horton, DDA Director Christne Malzahn, Commissioner Shane Collison, Commissioner Joe DeLuca, and Executive Director Lapeer Development Corporation Sam Moore. Horton shared that the 4<sup>th</sup> Street/M-53 project will begin the end of September or the first part of October so that the project is completed before winter.

**13. CITY COMMISSIONER TIME**

*Commissioner Collison* commended DDA Director Malzahn for her great job on the grant application.

*Commissioner Sadler* shared regarding the recent table top meeting with Emergency Management and the planning that is moving forward for the spring public safety event.

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- 14. ADJOURNMENT**  
**MOTION** by Collison seconded by DeLuca to adjourn at 8:00PM  
**MOTION CARRIED UNANIMOUSLY**

Next Regular Commission Meeting Date: Tuesday, September 19, 2023 at 7:00PM

Respectfully submitted by: \_\_\_\_\_  
Dawn Sawicki-Franz, City Clerk

**APPROVED: September 19, 2023**