

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

REGULAR MEETING  
TUESDAY, JANUARY 02, 2024  
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 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, Clerk/Treasurer Dawn Sawicki-Franz and Public.

4. **APPROVAL OF AGENDA**

**MOTION** by Tanis seconded by Yockey to approve the agenda as presented.

**MOTION CARRIED UNANIMOUSLY**

5. **APPROVAL OF CONSENT AGENDA**

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

- A. **APPROVAL OF MINUTES** December 19, 2023 – Regular Meeting
- B. **OTHER MINUTES** November 02, 2023 – Ruth Hughes Memorial Library
- C. **PAYMENT OF BILLS IN THE AMOUNT OF:**

|                       |    |                   |
|-----------------------|----|-------------------|
| General Fund Checking | \$ | 165,923.33        |
| Tax Account           | \$ | 224,953.01        |
| HRA Account           | \$ | <u>772.25</u>     |
| Total                 | \$ | <u>391,648.59</u> |

**ROLL CALL VOTE**

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

Nays: None

Absent: None

**MOTION CARRIED UNANIMOUSLY**

6. **CITIZENS FROM THE FLOOR**

None

7. **DEPARTMENT HEAD REPORT**

None

8. **UNFINISHED BUSINESS**

A. **CITY OWNED PROPERTIES UPDATE (SAGE CREEK)**

*City Manager Horton* shared that Sage Creek has decided to put the Imlay City Winery project on hold for now.

**NO MOTION, INFORMATIONAL ONLY**

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**9. NEW BUSINESS**

**A. 2024-2025 ANNUAL BUDGET CALENDAR**

*City Manager Horton* highlighted several of the dates on the 2024-2025 Budget Calendar that are pertinent to the City Commission as we will be entering the annual budget season very soon.

**NO MOTION, INFORMATIONAL ONLY**

**B. CITY NEWSLETTERS**

*City Manager Horton* presented the Fall 2023 and Winter 2024 newsletters that were included in the City Commission packet for the Commission to review. Horton commended the staff for the preparation of these newsletters and continued stating that these will be mailed to utility billing customers with the utility bills that will be mailed out on January 10, 2024 as well as hand delivered to several larger entities in the City such as the Maple Grove Mobile Home Park and Hickory Square Apartments as well as others.

**NO MOTION, INFORMATIONAL ONLY**

**C. CERTIFICATE OF ACHIEVEMENT**

*City Manager Horton* explained that Assessor Nathan Hager and the City of Imlay City were chosen for an audit from the State Tax Commission this year. Included in the Commission packet is a letter and Certificate of Achievement for the City of Imlay City stating that the City of Imlay City received a perfect score on their 2023 PA 660 Assessment Audit Review and City Manager Horton praised Assessor Hager's work on this audit.

**NO MOTION, INFORMATIONAL ONLY**

**10. CITIZENS FROM THE FLOOR**

None

**11. CLOSED SESSION**

None

**12. CITY MANAGER REPORT**

*City Manager Horton* informed that he is in the process of putting together a contract for the Office Staff Bargaining Unit to mirror the DPW and WWTP contract and is in contact with the union representative.

*City Manager Horton* shared that on Thursday, January 04, 2024 at 11:00 AM Sergeant Sean Leathers will be presented the prestigious Patriot Award. This award recognizes bosses or supervisors for the support they have provided directly to a nominating service member or their family, and reflects the efforts made to support citizen warriors through a wide range of measures including flexible schedules, time off prior to, and after deployment. The Department of Defense contacted Police Chief Brett Selby stating that part-time officer Glen Hill who is currently in the Army stationed in Guantanamo, Cuba (GITMO), wrote a very compelling essay request on Sergeant Sean Leathers and how his support to Officer Hill in regards to scheduling, communication and flexibility while deployed, was personally and professionally exemplary and overall appreciated. As a result, Sergeant Sean Leathers has received the prestigious United States Department of Defense Patriots Award and will be presented to him at 11:00 AM on January 4<sup>th</sup> at the Imlay City Police Station.

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*City Clerk/Treasurer Sawicki-Franz* presented to the City Commissioners, a recent publication from the Michigan Municipal Clerk's Association regarding the preparations for the 2024 Election cycle and the pivotal shift that will be required to implement Proposal 2022-02 changes that were passed in the November 2022 Election, specifically, but not limited to the nine (9) days of Early Voting. In light of this transition Clerk/Treasurer Sawicki-Franz stated that she would like to prepare a resolution to present to the City Commission at an upcoming meeting to allow a compensation adjustment to include flex time, additional paid time off in lieu of compensatory time for hours worked over 40 hours per week.

**13. CITY COMMISSIONER TIME**

*City Commissioners* all said they wished a Happy and prosperous New Year to all.

**14. ADJOURNMENT**

**MOTION** by Yockey seconded by Tanis to adjourn at 7:14 PM  
**MOTION CARRIED UNANIMOUSLY**

Next Regular Commission Meeting Date: Tuesday, January 16, 2024 at 7:00 PM

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

**APPROVED: January 16, 2024**