

Scott Dzurka
Mayor

Brad Gurski
Vice Mayor

Eric Hufnagel
Commissioner

Jean Ruestman
Commissioner

Chris Hyzer
Commissioner



Chad A. Gamble, P.E.
City Manager

Mindy J. Seavey
City Clerk

Kristina Kinde
City Treasurer

Michael Homier
City Attorney

Justin Smith
Director of Public
Services

**CITY OF ST. JOHNS
CITY COMMISSION MEETING
PROPOSED AGENDA**

**Monday, January 22, 2024, 6:00 p.m.
Room 2200 – Clinton County Courthouse**

***Listen to Meeting Via Telephonic Conference
Dial 1 929 205 6099
<https://zoom.us/j/2050014286>
Meeting ID: 205 001 4286**

***Please note, you will not be able to make public comments through Zoom;
only in-person attendees will be able to participate in public comments.**

A. OPENING: (6:00 pm – 6:05 pm)

1. Invocation
2. Pledge of Allegiance
3. Consent Agenda (*Action Item*)

The staff proposes the following items for the Consent Agenda. If any Commissioner wishes to discuss any of these items, it should be placed on the regular agenda. The remaining items and recommendations may be approved en masse:

- a. Approval of Minutes
 - Regular meeting of December 11, 2023
 - Closed sessions of December 11, 2023
- b. Receipt of Warrants
 - In the amount of \$3,480,460.57
- c. Merit Bonus – Ken Goldman
 - Staff recommends the city commission approve the merit bonus for Ken Goldman.
- d. Main Park - Electric upgrades
 - Staff recommends the city commission approve the 2023/24 Main Park Electric upgrades and use Speer Electric for phases #1, #2 and #3 phases and use the 2023-24 (\$75,000) budgeted dollars for the project.

- e. Clinton Avenue Downtown Lights - Pole Upgrades to Blocks 200 & 300
 - Staff recommends the city commission approve the 2024 Clinton Ave. Downtown Street light pole upgrades to the 200 & 300 blocks and award the project to JC Electric LLC in the amount of \$41,719.00.
- f. Standby Generator Planned Maintenance Agreement
 - Staff recommends the city commission approve the three-year planned maintenance contract with Hamilton Electric and authorize the Mayor to sign the contract on the City's behalf.
- g. Department of Public Works Building Concept Design
 - Staff recommends the city commission approve the proposal and contract from Wolverine Engineering for conceptual design plans for the new DPW Facility in the amount of \$10,000 and that the mayor to be authorize to sign the contract on behalf of the City.
- h. DDA/PSD Director Contract Approval
 - Staff recommends the city commission approve the calendar year employment contract for Heather Hanover for the position of DDA/PSD Director and authorize the mayor to sign the contract.
- i. Spicer Group - Asset Management/Distribution System Inventory Phase II
 - Staff recommends the city commission approve the Phase II proposal from Spicer Group to continue the AMP/CDSMI 3 Phase completion process in the amount of \$97,900. The proposal was reviewed by our attorney and deemed acceptable for the Mayor to sign.
- j. Baker Tilly – Water/Sewer Rate Study
 - Staff recommends the city commission approve the engagement letter with Baker Tilly for a two-year water/sewer rate study for a total of \$13,500, allowing Baker Tilly to be a sole source vendor for this study and authorizing the City Manager to sign the engagement letter.
- k. Replacement of two doors on the west entrance of the Depot
 - Staff recommends the city commission approve Rotary Glass LLC. quote of \$10,866.56 for the replacement of the two west entrance doors to the depot.
- l. Mid-Year Budget Adjustments
 - Staff recommends the city commission approve all mid-year budget adjustments attached.
- m. Finance Advisory Committee City Resident Member Recommendation
 - Staff recommends the city commission appoint Rich Koenigsnecht to the Finance Advisory Committee as the City resident member.

4. Approval of Agenda: *(6:05 pm – 6:07 pm) Action Item*

B. PUBLIC HEARINGS:

C. PERSONS WISHING TO PRESENT TESTIMONY:

- 1. Public comment - agenda & non-agenda items *(6:07 pm – 6:10 pm) Discussion only*

Each speaker is only entitled to one (1) three-minute time during each Public Comment period.

2. Audit Presentation – Jordan Smith, Maner Costerisan (6:10 pm – 6:25 pm) *Action Item*

D. COMMUNICATIONS:

E. OLD BUSINESS:

F. NEW BUSINESS:

1. Resolution #1-2024 Adopting Guidelines For Poverty Exemptions to be Implemented by the Board of Review (6:25 pm – 6:28 pm) *Action Item*
(Presenter: Brianna Hardaker, Assessor)
2. Resolution #2-2024 a Resolution to Adopt Alternate Start Dates for March, 2024; July, 2024; and December, 2024 Board of Review (6:28 pm – 6:31 pm) *Action Item*
(Presenter: Brianna Hardaker, Assessor)
3. Resolution #3-2024 a Resolution to Adopt Taxpayers & Non-Resident Taxpayers to Protest in Writing by Letter or Email for Board of Review (6:31 pm – 6:34 pm) *Action Item*
(Presenter: Brianna Hardaker, Assessor)
4. Consideration of Approval of the Clinton Area Ambulance Service Budget and Capital Expenditures for 24/25 (6:34 pm – 6:40 pm) *Action Item*
(Presenter: Brad Gurski, Commissioner)
5. Consideration of Resolution #4-2024 to Authorize Clinton Area Ambulance Service Authority to Purchase and Finance Ambulance (6:40 pm – 6:45 pm) *Action Item*
(Presenter: Brad Gurski, Commissioner)
6. Resolution #5-2024 - Resolution to Introduce an Ordinance to Amend Chapter 71 of the Code of Ordinances Regarding Parking Violations (6:45 pm – 6:52 pm) *Action Item*
(Presenter: David Kirk, Police Chief)
7. 2021 Scott Road Connector Trail Grant (6:52 pm – 6:57 pm) *Action Item*
(Presenter: Bill Schafer, Recreation Director)
8. 2021 Main City Park Improvement Grant (6:57 pm – 7:02 pm) *Action Item*
(Presenter: Bill Schafer, Recreation Director)
9. Quarterly Budget Report (7:02 pm – 7:10 pm) *Discussion only*
(Presenter: Kristina Kinde, Treasurer)
10. Annual Reports Requested by City Commission (7:10 pm – 7:20 pm) *Discussion only*
(Presenter: Chad Gamble, City Manager)
11. Discussion and Receipt of City Manager 6-Month Report and List of Accomplishments (7:20 pm – 7:30 pm) *Discussion only*
(Presenter: Chad Gamble, City Manager)

12. Consideration of the Establishment of St. Johns Social District (7:30 pm – 7:45 pm) Action Item
(Presenters: Heather Hanover, PSD/DDA Executive Director; Chad Gamble, City Manager)
13. Consideration of Property Option of Gibbs St. Parcels (7:45 pm – 8:05 pm) Action Item
(Presenter: Chad Gamble, City Manager)
14. City Manager Comments (8:05 pm – 8:15 pm) Discussion only
15. Commissioner Comments (8:15 pm – 8:25 pm) Discussion only

G. ADJOURNMENT: (8:25 pm)

(Next Regular Meeting Scheduled for **Monday, February 26, 2024, 6:00 p.m.**)

NOTICE: People with disabilities needing accommodations for effective participation in this meeting should contact the city clerk 989-224-8944 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodation.