



ST. JOHNS PUBLIC SCHOOLS  
Joint Meeting (St. Johns Public Schools and City of St. Johns)  
Monday, March 11, 2024, 6:00 PM  
St. Johns High School Orchestra Room,  
501 W Sickles St, Saint Johns, MI 48879



**AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/84359352188?pwd=MlhETURQL0lvSXFFY2NwamdqOHlyQT09>

Meeting ID: 843 5935 2188

Passcode: 002563

One tap mobile

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**I. GENERAL FUNCTIONS**

- A. Call To Order (Board of Education, then City of St. Johns)
- B. Pledge of Allegiance
- C. Roll Call (Board of Education, then City of St. Johns)
- D. Agenda Review and Approval (Board of Education, then City of St. Johns)

**II. APPROVAL OF BOARD MINUTES (Board of Education, then City of St. Johns)**

- A. Regular Meeting Minutes from February 12, 2024 (Board of Education)
- B. Special Joint City Commission & Planning Commission Meeting Minutes from February 26, 2024 & Regular City Commission Minutes from February 26, 2024 (City of St. Johns)

**III. PUBLIC COMMENTS**

The Board and Commission recognizes the value of public comment on educational issues and the importance of allowing members of the public to express their views.

A comment card must be completed and submitted prior to the start of the meeting if you would like to address the Board of Education during Public Comment.

Participants may speak only once on a topic.

Board policy requires participants to limit statements to three (3) minutes duration.

Participants shall direct all comments to the Board and not to staff or other participants; no person may address or question Board members individually.

Remarks shall be made in a respectful and professional manner.

**IV. JOINT BOARD AND COMMISSION MEETING AGENDA ITEMS**

- A. Update on the School Millage  
**Presenter:** Dr. Anthony Berthiaume, Superintendent
- B. Safe Routes to School (SRTS) Program Overview and Discussion  
**Presenter:** Dr. Anthony Berthiaume, Superintendent & Chad A. Gamble, P.E., City Manager
- C. Wilson Community Center Construction Update and Use / Programming Discussion  
**Presenter:** Chad A. Gamble, P.E., City Manager
- D. Fantasy Forest 2.0 Update  
**Presenter:** Chad A. Gamble, P.E., City Manager
- E. General Discussion on Ideas and Opportunities for Great Collaboration Between the Board and Commission (Programming, Marketing, Publication, Internships)

**Presenter:** Dr. Anthony Berthiaume, Superintendent & Chad A. Gamble, P.E., City Manager

F. City Manager Comments

**Presenter:** Chad A. Gamble, P.E., City Manager

**V. CITY COMMISSION MEETING ADJOURNMENT**

The meeting will pause briefly while the City Commission & related staff depart.

**VI. REPORTS AND INFORMATION**

A. Education Excellence Award Presentation

B. Section 127 Plan

**Presenter:** Daniel Romzek, Director of Finance

**VII. STAFFING**

A. New Hire

B. Resignation

1. Shara Adams - Custodian at the MS

**VIII. DISCUSSION ITEMS**

A. One Session of Public Comment

**Presenter:** Dr. Anthony Berthiaume, Superintendent

B. Meeting Start Time

**Presenter:** Dr. Anthony Berthiaume, Superintendent

**IX. CONSENT AGENDA ITEMS**

A. Business Office

B. New Hire Approval

C. Resignation Approval

1. Shara Adams - Custodian at the MS

**X. ACTION ITEMS**

A. Band Trip to Hawaii Approval

B. One Session of Public Comment Approval

C. Meeting Start Time Change Approval

D. MASB Spring Institute 2024 Registration Approval

E. MASB Conference Registration Approval

**XI. BOARD COMMUNICATIONS**

A. Superintendent and Executive Directors' Report

B. Student Representative's Report

**XII. PUBLIC AND BOARD COMMENTS**

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express their views.

Participants may speak only once on a topic.

Board policy requires participants to limit statements to three (3) minutes duration.

Participants shall direct all comments to the Board and not to staff or other participants; no person may address or question Board members individually.

Remarks shall be made in a respectful and professional manner.

**XIII. ADJOURNMENT**

THE MISSION / VISION OF ST. JOHNS PUBLIC SCHOOLS

*St. Johns Public Schools will provide an education experience that prepares all students to become individuals who think critically, live purposefully, lead responsibly, communicate persuasively, and serve others generously.*

"It is the policy of the St. Johns School District that no person shall, on the basis of race, color, national origin, gender, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity and in employment."

## **CITY OF ST. JOHNS**

### **CITY COMMISSION MINUTES**

**FEBRUARY 26, 2024**

The special meeting of the St. Johns City Commission and St. Johns Planning Commission was called to order by Mayor Dzurka and Chairperson Heather Hanover at 4:04 p.m. at the Clinton County Courthouse, 100 East State Street, 2<sup>nd</sup> Floor, Suite #2200, St. Johns, Michigan.

CITY COMMISSIONERS PRESENT:	Eric Hufnagel, Jean Ruestman, Brad Gurski, Scott Dzurka, Chris Hyzer
CITY COMMISSIONERS ABSENT:	None
PLANNING COMMISSIONERS PRESENT:	Heather Hanover, Mark Holden, Eric Harger, Scott Dzurka, Eric Hufnagel, Melvin Renfrow
PLANNING COMMISSIONERS ABSENT:	James Eshelman, Brian Mills
STAFF PRESENT:	Chad Gamble, City Manager; Kristina Kinde, City Treasurer; Justin Smith, Director of Public Services; David Kirk, Police Chief; Bill Schafer, Recreation Director; Jeremy Ritter, DPW Supervisor; Jordan Whitford, Fire Chief & Wastewater Supervisor; Calvin Galecka, Water Supervisor

#### Agenda

Mayor Dzurka asked if there were any additions or deletions to the agenda.

Motion by Commissioner Hufnagel seconded by Commissioner Ruestman that the city commission approve the agenda as presented.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

Chairperson Hanover asked if there were any additions or deletions to the agenda.

Motion by Commissioner Holden seconded by Commissioner Harger that the planning commission approve the agenda as presented.

YEA: Hanover, Holden, Harger, Dzurka, Hufnagel, Renfrow

NAY: None

**CITY COMMISSION & PLANNING COMMISSION MINUTES  
SPECIAL JOINT MEETING**

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Motion carried.

Public Comments

Mayor Dzurka asked if there were any public comments.

There were none.

Welcome, Meeting Overview

Brief Review of 2020 City Master Plan & 2023/2024 City Action Plan

City Manager Gamble said we are excited about having the joint meeting between the planning commission and city commission. He discussed the CIP and how it works with the budget process.

Presentation of Capital Improvement Plan

a. Police Department – Chief David Kirk

Chief Kirk discussed: priorities for the police department: locker rooms, patrol vehicle parking & evidence garage, carport, building security, parking lot improvements, and visual improvements with murals throughout building.

There was a discussion of:

- Grants for murals.
- Parking spaces – regional trainings.
- Garage with utilities.

b. Parks and Recreation Supervisor – Bill Schafer

Director Schafer discussed: addition to the performance shell, re-roofing performance shell, park house improvements, depot floor improvements, adding drinking fountains in the park, softball field irrigation, Fantasy Forest, and spray park replace ground sprays.

There was a discussion of:

- Park house bathrooms.
- Historic floor in the depot.
- Work with the arts council on the performance shell.
- North side pocket park.

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c. Public Services Department – Supervisor Jeremy Ritter

Supervisor Ritter discussed: replacement of dump truck #81, hoist power unit, replacement of dump truck #78, mapping & televising of stormwater system, and public works building design.

There was a discussion of:

- Public works building.

d. Wastewater Division – Supervisor Jordan Whitford

Supervisor Whitford discussed: RBC (rotating biological contractor) now have taken this project off, lining of sanitary sewer, pickup #147 replacement, maintenance building overhead door, replacement of two RBC pillow blocks, sludge transfer pump replacement, boiler and blower building roof replacement, SCADA system improvements, lift station PLC improvements, Townsend Road service area flow monitoring, and pump building heat pump replacement.

e. Fire Department – Chief Jordan Whitford

Fire Chief Whitford discussed new SCBA's (self-contained breathing apparatus), and new cascade bottles.

f. Water Division – Supervisor Calvin Galecka

Supervisor Galecka discussed: new main power pole and meters at the water plant, replacement driveways at wells #2, #7 & #8, new service truck, new 8" water main on Cass Street, installation of AMR, AMI meters, upgrade to the water plant SCADA system, water main installation CIS Trail to Searles Estates Drive, and lead and copper service line replacement.

There was a discussion of:

- Lead and copper service line replacement – required to replace to 18" inside the house.
  - No cost to homeowner.
- Applied for grant.

City Manager Gamble discussed strategic considerations for the 2024/25 budget.

Approval of the CIP and Forwarding to the City Commission for their Approval

**CITY COMMISSION & PLANNING COMMISSION MINUTES  
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Chairperson Hanover asked if there was a motion to approve the CIP and forward to the city commission.

Motion by Commissioner Renfrow seconded by Commissioner Holden that the planning commission to forward the CIP program to the City Commission for their approval.

YEA: Hanover, Holden, Harger, Dzurka, Hufnagel, Renfrow

NAY: None

Motion carried.

Adjournment

Motion by Commissioner Hyzer seconded by Commissioner Gurski that the city commission meeting be adjourned.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

Motion by Commissioner Renfrow seconded by Commissioner Harger that the planning commission meeting be adjourned.

YEA: Hanover, Holden, Harger, Dzurka, Hufnagel, Renfrow

NAY: None

Motion carried.

The meeting was adjourned at 4:55 p.m.

## **CITY OF ST. JOHNS**

### **CITY COMMISSION MINUTES**

**FEBRUARY 26, 2024**

The regular meeting of the St. Johns City Commission was called to order by Mayor Dzurka at 6:00 p.m. at the Clinton County Courthouse, 100 East State Street, 2<sup>nd</sup> Floor, Suite #2200, St. Johns, Michigan.

COMMISSIONERS PRESENT: Eric Hufnagel, Jean Ruestman, Brad Gurski, Scott Dzurka, Chris Hyzer

COMMISSIONERS ABSENT: None

STAFF PRESENT: Chad Gamble, City Manager; Kristina Kinde, City Treasurer; Mindy J. Seavey, City Clerk; Justin Smith, Director of Public Services; Anne Seurnyck, City Attorney (Zoom)

Mayor Dzurka asked if any of the commissioners or persons present wished to discuss any of the items on the consent agenda. He asked to add IESG Letter of Support – Childcare Grant.

Commissioner Gurski asked to remove item i. from the Consent Agenda and add it to New Business after item 6.

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the consent agenda be approved as amended.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

#### **a. Approval of Minutes**

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the minutes of the January 22, 2024 regular meeting and February 5, 2024 special meeting be approved as presented.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

#### **b. Receipt of Warrants**



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Motion by Commissioner Gurski seconded by Commissioner Hyzer that warrants be approved as presented in the amount of \$1,663,916.12.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

c. Wastewater Pump Building PLC Improvements

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the proposal from RS Technical for PLC replacement in the amount of \$50,105.02.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

d. Budget transfer from Water/Sewer to Fire Department to purchase truck #34

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the transfer of \$30,000 from Water and Sewer to Fire for the purchase of Fire Truck #34.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

e. Police Department Copier Agreement Renewal

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the proposed agreement with Toshiba and authorize the Mayor to sign the same.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

f. 3-year Cross Connection Control Program Agreement

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the 3-Year contract extension with H2O Compliance to complete our Cross Connection Control Plan and authorize Mayor to sign.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

g. MDOT Non-Motorized Maintenance Agreement

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the Non-Motorized Maintenance Agreement between the City and the MDOT and authorize the mayor to sign.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

h. Principal Shopping District/Downtown Development Authority Appointments

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission appoint Brent Hurst (term expiring 6-30-24) and Monica Ladiski (term expiring 6-30-26) to the Principal Shopping District and Downtown Development Authority.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

j. Tuition Reimbursement Program Policy Review and Approval

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the Tuition Reimbursement Program personnel policy.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

k. Fantasy Forest Engineering Consultant/Prime Professional Recommendation

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the “as needed” contract from Wade-Trim for a not to exceed amount of \$92,700 and authorize Recreation Director Bill Schafer to sign.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

l. IESG Letter of Support – Childcare Grant

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the IESG Letter of Support – Childcare Grant.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None  
Motion carried.

### AGENDA

Mayor Dzurka asked if there were any additions or deletions to the agenda. He added Chief Kirk Introduce Officer Troy Landris under Persons Wishing to Present Testimony.

Motion by Commissioner Hyzer seconded by Commissioner Ruestman that the city commission approve the agenda as amended.

### AGENDA

#### A. OPENING:

1. Invocation
2. Pledge of Allegiance
3. Consent Agenda

*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 January 22, 2024
  - Special meeting of February 5, 2024
- b. Receipt of Warrants
  - In the amount of \$1,663,916.12
- c. Wastewater Pump Building PLC Improvements
  - Staff recommends that the city commission approve the proposal from RS Technical for PLC replacement in the amount of \$50,105.02.
- d. Budget transfer from Water/Sewer to Fire Department to purchase truck #34
  - Staff recommends that the city commission approve the transfer of \$30,000 from Water and Sewer to Fire for the purchase of Fire Truck #34.
- e. Police Department Copier Agreement Renewal
  - Staff recommends that the city commission approve the proposed agreement with Toshiba and authorize the Mayor to sign the same.
- f. 3-year Cross Connection Control Program Agreement
  - Staff recommends that the city commission approve the 3-Year contract extension with H2O Compliance to complete our Cross Connection Control Plan and authorize Mayor to sign.
- g. MDOT Non-Motorized Maintenance Agreement
  - Staff recommends that the city commission approve the Non-Motorized Maintenance Agreement between the City and the MDOT and authorize the mayor to sign.
- h. Principal Shopping District/Downtown Development Authority Appointments

-The PSD/DDA board recommends that the city commission appoint Brent Hurst (term expiring 6-30-24) and Monica Ladiski (term expiring 6-30-26) to the Principal Shopping District and Downtown Development Authority.

~~i. Townsend Road Lift Station Service Area Collection System Flow Monitoring (moved to regular agenda)~~

~~-Staff recommends that the city commission approve the proposal from FTC&H in the amount of \$36,800 to perform flow monitoring within Townsend Road lift station service area and authorize the mayor to sign.~~

j. Tuition Reimbursement Program Policy Review and Approval

-Staff recommends that the city commission approve the Tuition Reimbursement Program personnel policy.

k. Fantasy Forest Engineering Consultant/Prime Professional Recommendation

-Staff recommends that the city commission approve the "as needed" contract from Wade-Trim for a not to exceed amount of \$92,700 and authorize Recreation Director Bill Schafer to sign.

l. IESG Letter of Support – Childcare Grant

-Staff recommends that the city commission approve the IESG letter of support – childcare grant.

4. Approval of Agenda:

**B. PUBLIC HEARINGS:**

**C. PERSONS WISHING TO PRESENT TESTIMONY:**

1. Chief Kirk Introduce Officer Troy Landris (*added to agenda*)
2. Lance Liu - Magnibeam
3. Public comment - agenda & non-agenda items

**D. COMMUNICATIONS:**

**E. OLD BUSINESS:**

1. Resolution #6-2024 - Resolution to Adopt an Ordinance to Amend Chapter 71 of the Code of Ordinances Regarding Parking Violations

**F. NEW BUSINESS:**

1. Approval of Capital Improvement Plan
2. Golf Cart Policy
3. Resolution #7-2024 - Resolution to Adopt an Ordinance to Adopt a Supplement to the Code of Ordinances
4. Brush & Cass Street – Additional Reconstruction
5. Consideration of the Establishment of St. Johns Social District including Resolution #8-2024 - Resolution to Introduce an Ordinance to Create and Regulate a Downtown Social District
6. Clear Gov Software Proposal

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7. Townsend Road Lift Station Service Area Collection System Flow Monitoring (*removed from consent agenda & added to agenda*)
  8. City Manager Comments
  9. Commissioner Comments

**G. ADJOURNMENT:**

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

**PUBLIC HEARINGS**

**PERSONS WISHING TO PRESENT TESTIMONY**

**1. Public Comment**

Chief Kirk was present. He introduced the new police officer, Troy Landris.

Officer Landris said he was born and raised in Owosso. He discussed his education, employment background and his family.

Mayor Dzurka welcomed him.

Chief Kirk said we continue to get qualified candidates and are excited to have Officer Landris on board.

**2. Lance Liu – Magnibeam**

Lance Liu, Magnibeam, was present. He gave an overview of Prevail Solar; an introduction and goals of the company; project scale and plan; stage one operating plan; organizational chart; primary product planning; layout of solar panel production lines; strong local government support; financial forecast; key factors to succeed; and to do list.

Mayor Dzurka thanked him for joining us in St. Johns. He said many have looked at Federal Mogul building and saw the opportunity and potential.

City Manager Gamble said they have had several meetings in the last 3-4 months. Lance and his team have worked very hard to get to this point. He said the logistics are already in motion and they are working with LEAP on labor force readiness grants. He commended Lance and his team and Prevail Solar staff.

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Mayor Dzurka said we look forward to working with you.

### 3. Public Comment

Mayor Dzurka asked if there were any public comments.

Cindy Thelen, Director at Beacon of Hope, was present to address the social district. She discussed: the negative effects of alcohol; removing guardrails; questions of the social district; underage drinking; a 5% increase in binge drinking. She said she hopes the city will not vote to have a social district. Would a social district reduce harm or perpetuate it? If you vote this in, a protective factor would be to shorten the days and hours.

Marc Mercer, was present. He said in December, he and his mother came down to talk about their neighbor. He discussed comments from the December 11<sup>th</sup> meeting. He read City Manager Gamble's comments from the meeting. He said the neighbor built the racecar on Christmas Day. He said the city hasn't properly assessed the property; you can't do major repairs to vehicles; at the last planning commission meeting an RV repair question was asked and Chris Khorey said only minor repairs are allowed. He said they want it properly assessed. He said he did talk to an attorney and the attorney said try to get the city to follow their ordinances.

## COMMUNICATIONS

### OLD BUSINESS

#### 1. Resolution #6-2024 - Resolution to Adopt an Ordinance to Amend Chapter 71 of the Code of Ordinances Regarding Parking Violations

Chief Kirk discussed the ordinance that would make changes allowing other staff to issue citations and allow tire markings "as permitted by law".

Motion by Commissioner Ruestman seconded by Commissioner Gurski that the city commission adopt Resolution #6-2024 - Resolution to Adopt an Ordinance to Amend Chapter 71 of the Code of Ordinances Regarding Parking Violations.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

### NEW BUSINESS

#### 1. Approval of Capital Improvement Plan



City Manager Gamble said this is a lead into the budget process with a collection of projects the team has brought forward that we will look at.

There was a discussion of:

- The presentations from staff at the February 5<sup>th</sup> special meeting.
- The joint meeting with the planning commission.

Motion by Commissioner Gurski seconded by Commissioner Hufnagel that the city commission adopt the capital improvement plan.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

## 2. Golf Cart Policy

Mayor Dzurka said we wanted to get impressions from the commission this evening. He said it has been on the agenda of the planning commission and they are seeking input from this body in terms of how to proceed.

City Manager Gamble said this issue has been discussed for several months at the planning commission; comparing ordinances in surrounding areas; discussion on lack of safety; road readiness concerns; hours of operation; people would love to approve this, but for some of the safety issues that were raised. He discussed possibly being permitted with special events, or certain days of the weeks or hours. He said Chief Kirk has presented at the planning commission meetings.

There was a discussion of:

- The Planning Commission is looking for direction.
- Puts our police in a difficult situation.
- Some roads are better than others for golfcarts.
- Regulations
- Safety is the biggest concern.
- Unanswered questions regarding enforcement, registration, assessment of vehicles and liability for the city.
- Putting bikers at risk if golfcarts are in bike lanes.
- Encouraging people to be more physically active.
- Use for mobility purposes.
- More study done and a PILOT project proposed.
- More in-depth conversations with communities that allow golfcarts.
- Easily can make golfcarts road-accessible.

- Licensed operators, lights, turning signals, doors, etc.
- Planning Commission to work through creating a draft ordinance.
  - What is road-ready/road-accessible.
  - Liability if we are approving road-readiness.
  - Staff time involved.
- Define what the vehicle really is; who can drive it; when, where, & special occasions.

### 3. Resolution #7-2024 - Resolution to Adopt an Ordinance to Adopt a Supplement to the Code of Ordinances

City Clerk Seavey said annually we have American Legal codify any ordinances we have adopted through the last year. The S-18 supplement includes Ordinances #673 through #682. We are able to adopt this ordinance at the meeting tonight without introducing it.

Motion by Commissioner Hyzer seconded by Commissioner Gurski that the city commission adopt Resolution #7-2024 a Resolution to Adopt an Ordinance to Adopt a Supplement to the Code of Ordinances.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

### 4. Brush & Cass Street – Additional Reconstruction

Director Smith said every year we look at the map for a 5-year millage. He said they looked at Brush and Cass Streets. He said Jeremy did an amazing job getting this around. He said there are 3 options on Brush Street besides the basic mill and fill. He discussed mill and fill; additional parking in the 300 block (14-15 spots); no real definition where there is parking or sidewalk; third option would include from M-21 to Railroad Street and could easily double the 14-15 parking spaces; Cass Street; increased foot traffic for the Wilson Center; drop off zone; 2 options; and options for funding.

There was a discussion of:

- Brush Street condition compared to Spring Street; they both bookend the downtown.
- Investment downtown: facade grants, events, businesses relocating there and becoming destinations.
- Cleaning up the parking and the look and feel of Brush Street; looking at street lighting at selective locations.
- Condition of Brush Street.
- Making sure we are fair & equitable.



- Having adequate number of parking spaces.
- Downtown is vibrant.
- Additional street projects and how they are prioritized.
  - Set before the millage.
  - Longer stretches of street construction and mobilization of contractors.
  - Quality of roads; aligned with other work to be done under the surface.
- Access through the alley to get to the back of businesses.

Motion by Commissioner Gurski seconded by Commissioner Ruestman that the city commission approve the recommended action, option 3 on both Cass and Brush Street.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

Commissioner Hyzer left at 7:17 p.m.

5. Consideration of the Establishment of St. Johns Social District including Resolution #8-2024 - Resolution to Introduce an Ordinance to Create and Regulate a Downtown Social District

PSD/DDA Director Hanover was present. She discussed the proposed social district; it is not to encourage public intoxication or minors; they did a survey of downtown businesses and a vast majority was in favor; the social district cups; management plan; and hours of operation are open to debate.

There was a discussion of:

- There are 111 existing social districts in the State of Michigan.
- Trying to balance concerns with some of the benefits that can happen.
- Have worked very hard to keep the management plan simple.
  - Management plan will come before the city commission.
  - For a permit, the business has to be investigated by the state.

Mayor Dzurka asked if Chief Kirk feels comfortable that safeguards are in place for them to monitor.

Chief Kirk said the scope of the district is problematic. He said the district has to mark those borders and markings need to be made so you know when you are outside the district. He said violations within the district are a license violation.

There was a discussion of:

- Establishment owners have some risk.

- This is established through an ordinance.
  - Commission could take action to rescind ordinance.
- Management plan says after 180 days we can take a look at it.
- A fee participating bars and restaurants will have to pay.
- The management plan.

Attorney Seurnyck said Chad has been working with her colleague on this. She said there is no public hearing necessary; rules can be more easily amended than the ordinance.

Motion by Commissioner Gurski seconded by Commissioner Ruestman that the city commission adopt Resolution #8-2024 Resolution to Introduce an Ordinance to Create and Regulate a Downtown Social District.

YEA: Hufnagel, Ruestman, Gurski, Dzurka

NAY: None

Motion carried.

#### 6. Clear Gov Software Proposal

City Manager Gamble said we are working on opportunities for efficiencies. He discussed the quarterly finance update; Capital Improvement Plan; personnel changes and inputs and tables to support the budget production activities. He said BS&A does some of those, but not all of those. He said the software allows lots of attachments, notes, budget reports, budget book capabilities, personnel adjustments and plans and healthcare, internally and externally facing documents. He said he thinks it will pay dividends.

Treasurer Kinde said the City of Owosso does use the capital budgeting portion of software.

There was a discussion of:

- Features of the software.
  - Digital budget book and information for the website.
- Four modules that are included in this.
- Efficiency and transparency.
- Hours of time the software will save.

Motion by Commissioner Ruestman seconded by Commissioner Hufnagel that the city commission approve the purchase of ClearGov Software.

YEA: Hufnagel, Ruestman, Gurski, Dzurka

NAY: None

Motion carried.

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#### 7. Townsend Road Lift Station Service Area Collection System Flow Monitoring

Commissioner Gurski said this community has put a lot of money and effort into Sturgis Street south. He said we have studied this many times and done grants and there is a common outcome of the studies. He said the flow monitoring is going to point us back to the same direction we have studied before. He said he doesn't disagree that work down there needs to be done, but we need a solution. He said we are likely to have the same information from ten years ago. He said there is no easy solution for I & I (inflow & infiltration). He said we don't have a good way of conveying that stormwater. He discussed the Townsend Road lift station on the south and said the north end of town hasn't been investigated. He said to study the north end of town.

City Manager Gamble said those are excellent points. He discussed: there is not a small solution; our current SSO's (sanitary sewer overflows) are happening at the Townsend Road Lift Station and at the Wastewater Treatment Plant; from a regulatory perspective, there is a highlight on this area; the last study was done in 2010 (14 years ago); the first place to start is to calibrate that; and we want to build a multi-phased proposal to implement decisions.

Commissioner Ruestman asked if part of the reason is to comply with EGLE?

City Manager Gamble said it is not a requirement. He said it is a litmus test to begin a concerted effort to address a solution to the problem and will guide our approach to a solution.

Wastewater Supervisor Whitford said we received a letter from State recently after our 5-year audit in December. He said they did issue us a violation for SSO's at Townsend Road and they asked us to provide a game plan for the south end. He said it came out early last week and some information needs to be provided to them.

There was a discussion of:

- Not doing a study just to do a study.
- The timeline of the study.
- Flow studies and mother nature.

Motion by Commissioner Ruestman seconded by Commissioner Hufnagel that the city commission move forward with the Townsend Road Lift Station service area collection system load monitoring based on staff's input.

YEA: Hufnagel, Ruestman, Dzurka

NAY: Gurski

Motion carried.

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## 7. City Manager Comments

City Manager Gamble discussed:

- Congressionally directed spending requests – ideas for application due March 12, 2024
- Sign options discussions for Courthouse, City Park, and Industrial Park
  - City Park (current budget and hopefully Courthouse)
  - Industrial Park (using LDFA funds)
- Review of Unit #1 space diagram from Studio Intrigue
- MSU Practicum Update
  - Proposed presentation date of final report - April 22, 2024 (5:00 pm start)
- Michigan Municipal Executives
  - Highlights of conference
    - Challenging projects – Tenacity is the Key!!
    - Health Care changes making for expensive considerations (weight loss drugs, gene therapy, depression)
- Update on budget process –
  - CIP approvals were today
  - March – inputting, study and conversations of budget, revenue forecasting
  - April 1-5 Department heads to meet with Chad and Kristina
  - April 22<sup>nd</sup> formal presentation of budget.
  - May 20<sup>th</sup> public hearing and formal adoption of budget
- Reminder of the March 11, 2024, 6:00 pm joint meeting of the City of St. Johns Commission and SJ Board of Education.
- Fantasy Forest Update – Meeting tomorrow with master plan consultant to begin version #1 of the overall design.
- Sponsorship ideas for Wilson Center
- Wilson Center Update
  - LEO – Grant application was not successful but kudos to Bill and Kristina for their hard work on the 117-page application and we are continuing to look for more sources of funding.
  - Remediation contractor to begin in mid-March
  - City to wrap up design of Unit #1 space and common space to issue contract in early May with construction to begin in June/July.
- City of St. Johns/Bingham Township Joint Advisory Group meeting to take place in coming weeks to continue positive conversations about joint cooperative agreements.
- Friendship City – Konan Japan within southern Shiga Prefecture (population of 54,000 and 27.2 square miles) gift ideas

- Congratulations to Mindy and all the election workers for completing the first early voting process.

#### 8. Commissioner Comments

Commissioner Ruestman thanked everyone for accommodating her participation in the budget planning meeting.

Commissioner Hufnagel said he appreciated the joint meeting earlier with the planning commission.

Mayor Dzurka recognized the city, he said there has been several comments about parking online and to really dispel some of the half-truths that have been out there and working with businesses and others. He said he knows Chad is also monitoring this on a regular basis for individuals with concerns, thank you for working through those. He thanked LEAP, they did a press conference with MEDC where he participated and highlighted a couple of St. Johns businesses on the small business incubator. He had a chance to meet with the Arts Council last week. They talked about the status and where railcars are headed. We have had some calls and some are in great need of repair. They are going to be meeting with Chad and they will also be connecting with him on the Wilson Center.

#### ADJOURNMENT

Motion by Commissioner Gurski seconded by Commissioner Ruestman that the meeting be adjourned.

YEA: Hufnagel, Ruestman, Gurski, Dzurka

NAY: None

Motion carried.

The meeting was adjourned at 8:30 p.m.