

**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, May 20, 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
  - Special meeting minutes of April 22, 2024
  - Regular meeting minutes of April 22, 2024
- b. Receipt of Warrants
  - In the amount of \$431,085.49
- c. Agreement between City of St. Johns and Clinton County Arts Council/Music in the Park 2024 season
  - Staff recommends that the city commission ratify the agreement for the concert in the park series and authorize the mayor and clerk to sign.
- d. Permit for Fireworks – Night Magic Displays
  - Staff recommends that the city commission approve the permit for fireworks other than consumer or low impact for Night Magic Displays for the July 4, 2024 Rotary Club Fireworks Display and authorize the mayor to sign.

- e. Wolverine Engineering As Needed Professional Services Agreement Extension
  - Staff recommends that the city commission approve the Wolverine Engineering As Needed Professional Services Agreement Extension and authorize mayor to sign.
- f. National Night Out Donation Request
  - Staff recommends that the city commission approve the solicitation of donations to help fund the Police Department's National Night Out event, per the City Donation Policy.
- g. Traffic Control Order - #392-24 – Rescind TCO #302-00 and direct that all parking spaces in the 100 block of W. Walker Street be 2-hour parking
  - Staff recommends that the city commission approve Traffic Control Order 392-24 as submitted making the order permanent.
- h. Brownfield Authority Board Appointment
  - Staff recommends that the city commission appoint Dr. Anthony Berthiaume, Ph.D. (Superintendent, St. Johns Public Schools) to the Brownfield Authority Board replacing previous superintendent, Mark Palmer (term expires 06/2026).
- i. City Policy Updates to 322 Life Insurance and 324 Short Term and Long Term Disability
  - Staff recommends that the city commission approve the policy changes to provide more life insurance and short term and long term disability coverage for our employees.
- j. Annual Screening of Compost
  - Staff recommends that the city commission approve the bid of Mint City Excavating for \$7,000 to complete the process of screening the compost at the Kinley Road site.
- k. New Water Plant Lawn Mower
  - Staff recommends that the city commission approve the purchase of the Bad Boy Rouge lawn mower from TREK Power Equipment in the amount of \$12,459.30.
- l. Annual Brush Grinding & Hauling
  - Staff recommends that the city commission approve the bid from Michigan Wood Fibers for the cost of \$17,470 for the annual grinding of the compost site brush pile.
- m. Establishment of Gallagher Benefits Services, Inc. as Agent of Record for City Benefits
  - Staff recommends that the city commission authorize the mayor to sign the referenced contract from Gallagher Benefits Service, Inc. to serve as the City's Agent of record.
- n. City Manager Salary – 2024/2025 Fiscal Year
  - The Personnel Advisory Board recommends that the city commission approve a 5.5% increase in the City Manager's salary for the 2024/25 fiscal year.
- o. Lease Agreement Regarding Rental of City Owned Land for Farming
  - Staff recommends that the city commission approve the Lease Agreement Regarding Rental of City Owned Land for Farm with Jessica Chant for June 1, 2024 to December 31, 2024 and authorize the mayor and clerk to sign.
- p. Parking Violation Authority for Police Department Summer Intern
  - Staff recommends that the city commission approve the extension of parking enforcement authority to Police Department Intern Makayla Kent for the duration of her internship under the direction of the Chief of Police.

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

**B. PUBLIC HEARINGS:**

1. Proposed 2024/2025 Fiscal Year Budget & Resolution #19-2024 *(6:07 pm – 6:18 pm) Action Item*  
*(Presenters: Chad Gamble, City Manager; Kristina Kinde, Treasurer)*

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

1. Introduction of Police Intern – Makayla Kent *(6:18 pm – 6:21 pm) Discussion only*  
*(Presenter: David Kirk, Police Chief)*
2. Public comment - agenda & non-agenda items *(6:21 pm – 6:24 pm) Discussion only*  
*Each speaker is only entitled to one (1) three-minute time during each Public Comment period.*

**D. COMMUNICATIONS:**

**E. OLD BUSINESS:**

1. Baker Tilly Water and Sewer Rate Study Presentation *(6:24 pm – 6:54 pm) Action Item*  
*(Presenters: Chad Gamble, City Manager; Kristina Kinde, City Treasurer; Andy Campbell, Baker Tilly)*
2. Recommended Zoning Amendment – Off Street Parking - Resolution #20-2024 – a Resolution to Adopt an Ordinance to Amend the City of St. Johns Code of Ordinances Regarding Off-Street Parking and Loading/Unloading Area Requirements for Full Size and Small Recreational Vehicles *(6:54 pm – 6:57 pm) Action Item*  
*(Presenter: Chris Khorey, McKenna)*

**F. NEW BUSINESS:**

1. Solid Waste and Recycling Contract *(6:57 pm – 7:05 pm) Action Item*  
*(Presenters: Chad Gamble, City Manager; Justin Smith, Director of Public Services)*
2. Wilson Community Center – Finishes Discussion *(7:05 pm – 7:15 pm) Discussion only*  
*(Presenters: Studio Intrigue)*
3. Resolution #21-2024 – a Resolution to Introduce an Ordinance to Amend the City of St. Johns Code of Ordinances Regarding Golf Carts *(7:15 pm – 7:30 pm) Action Item*  
*(Presenter: Chris Khorey, McKenna)*
4. Resolution #22-2024 – Resolution to Introduce an Ordinance to Amend Chapter 155 the City of St. Johns Code of Ordinances Regarding Chickens *(7:30 pm – 7:35 pm) Action Item*  
*(Presenter: Chris Khorey, McKenna)*
5. Resolution #23-2024 – a Resolution to Introduce an Ordinance to Amend the City of St. Johns Code of Ordinances Regarding Sidewalk Requirements *(7:35 pm – 7:45 pm) Action Item*  
*(Presenter: Chris Khorey, McKenna)*
6. Pride Month Resolution Request - #24-2024 *(7:45 pm – 7:50 pm) Action Item*  
*(Presenter: Scott Dzurka, Mayor)*

7. MDOT Transportation Economic Development Fund Category B Program Resolution to Apply - Resolution #25-2024 (7:50 pm – 7:55 pm) *Action Item*  
(Presenter: Justin Smith, Director of Public Services)
8. Purchasing Policy (7:55 pm – 8:10 pm) *Action Item*  
(Presenter: Chad Gamble, City Manager)
9. Asset Capitalization Policy (8:10 pm – 8:20 pm) *Action Item*  
(Presenter: Kristina Kinde, City Treasurer)
10. City Manager Comments (8:20 pm – 8:30 pm) *Discussion only*
11. Commissioner Comments (8:30 pm – 8:40 pm) *Discussion only*

**G. ADJOURNMENT: (8:40 pm)**

(Next Regular Meeting Scheduled for **Monday, June 24, 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.