

Scott Dzurka
Mayor

Brad Gurski
Vice Mayor

Eric Hufnagel
Commissioner

Chris Hyzer
Commissioner

Chris DeLiso
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, July 28, 2025, 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.**

(Times for agenda items are estimated times)

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 June 23, 2025
 - Regular meeting minutes of June 23, 2025

- b. Receipt of Warrants
 - In the amount of \$858,389.82

- c. Renewal of Liability & Property Insurance
 - In accordance with the City's Purchasing Policy, the City Manager recommends to the City Commission that MML be designated as a Sole Source Vendor as the MML can supply the City with a superior product and service regarding the provisioning of the required insurance, including coverage requirements for liability and property by the most cost-effective means.

- d. Michigan Municipal League Workers' Compensation Fund – Board of Trustees
 - Staff recommends that the city commission authorize voting for the 4 trustees for the four-year terms.
- e. IPP Local Limit Establishment for PFAS
 - Staff recommends that the city commission approve the agreement with Fishbeck in the amount of \$8,500 to establish local limits for PFAS and authorize the mayor to sign. The City Attorney has reviewed the updated agreement and has determined it to be legally sufficient.
- f. North Clinton Avenue Sanitary Sewer Separation
 - Staff recommends that the city commission approve the bid from Miller Brothers Excavating in the amount of \$139,550 to complete the sanitary sewer separation project allowing the City to eliminate illicit connections, restore proper sewer separation, protect local waterways, and improve quality of life in the downtown district.
- g. Michigan Municipal League Annual Meeting – Designation of Voting Delegate
 - Staff recommends that the city commission appoint Commissioner Eric Hufnagel as the Voting Delegate at the Michigan Municipal League Annual Meeting on September 16, 2025.

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

B. PUBLIC HEARINGS:

C. PRESENTATIONS:

D. PERSONS WISHING TO PRESENT TESTIMONY:

- 1. Introduction of New Police Department Employees – Officer Justin Barber and Stephanie Goetzinger *(6:07 pm – 6:10 pm) Discussion only*
(Presenter: David Kirk, Police Chief)
- 2. Clinton County Chairperson Bruce DeLong – Scott Road/M-21 Update *(6:10 pm – 6:20 pm) Discussion only*
- 3. Public comment - agenda & non-agenda items *(6:20 pm – 6:23 pm) Discussion only*
Each speaker is only entitled to one (1) three-minute time during each Public Comment period.

E. COMMUNICATIONS:

F. OLD BUSINESS:

- 1. Updated Ladder 350 Replacement Plan and Disposal of Ladder 350 *(6:23 pm – 6:33 pm) Action Item*
(Presenter: Kevin Douglas, Fire Chief)
- 2. Resolution #31-2025 – Resolution to Introduce Golf Cart Ordinance *(6:33 pm – 7:00 pm) Action Item*
(Presenters: Chris Khorey, McKenna; Chad Gamble, City Manager)

G. NEW BUSINESS:

1. Townsend Road Development RFP (7:00 pm – 7:10 pm) *Discussion only*
(Presenter: Chad Gamble, City Manager)
2. Resolution #32-2025 – Resolution to Introduce Fire Code Ordinance Amendment
(7:15 pm – 7:20 pm) *Action Item*
(Presenter: Kevin Douglas, Fire Chief)
3. Resolution #33-2025 – Resolution to Introduce Ordinance for Readoption of the Michigan Motor Vehicle Code (7:20 pm – 7:25 pm) *Action Item*
(Presenter: David Kirk, Police Chief)
4. City Manager Comments (7:25 pm – 7:35 pm) *Discussion only*
5. Commissioner Comments (7:35 pm – 7:45 pm) *Discussion only*

H. ADJOURNMENT: (7:45 pm)

(Next Regular Meeting Scheduled for **Monday, August 25, 2025, 6:00 p.m.**)

NOTICE: People with disabilities needing accommodation 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 provide reasonable accommodation.



CONSENT AGENDA

CITY OF ST. JOHNS
CITY COMMISSION MINUTES
SPECIAL MEETING

JUNE 23, 2025

The special meeting of the St. Johns City Commission was called to order by Mayor Dzurka at 4:01 p.m. at the Clinton County Courthouse, 100 East State Street, 2nd Floor, Suite #2200, St. Johns, Michigan.

CITY COMMISSIONERS PRESENT:	Eric Hufnagel, Brad Gurski, Scott Dzurka, Chris Hyzer, Chris DeLiso
CITY COMMISSIONERS ABSENT:	None
STAFF PRESENT:	Chad Gamble, City Manager; Mindy J. Seavey, City Clerk; Kristina Kinde, City Treasurer; Jordan Whitford, Wastewater Supervisor; Chris Khorey, McKenna; Bill Schafer, Parks and Recreation Director

Agenda

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

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the agenda as presented.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

Welcome, Meeting Overview

City Manager Gamble discussed updating the master plans of the city; concurrently working on the overall master plan and the parks and recreation master plan; share a lot of commonalities; good to meld these together; requirement of DNR to keep parks and recreation plan separate as well; and meeting to focus on action item reviews.

Master Plan Updates & Action Item Review

Chris Khorey, McKenna, discussed a recap of where we are; this is not a CIP (Capital Improvement Plan), it is higher level; and overview of the chart.

**CITY COMMISSION MINUTES
SPECIAL MEETING**

JUNE 23, 2025

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There was a discussion of:

- Action Items
 - Redevelopment
 - Mobility
 - Beautification/Placemaking
 - Marketing/Branding
 - Parks and Recreation
 - Zoning

Wrap Up and Next Steps

Mr. Khorey said he and City Manager Gamel are meeting weekly on this and discussed the process.

Public Comments

Mayor Dzurka asked if there were any public comments.

There were none.

Adjournment

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

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

The meeting was adjourned at 5:25 p.m.

CITY OF ST. JOHNS
CITY COMMISSION MINUTES

JUNE 23, 2025

The regular meeting of the St. Johns City Commission was called to order by Mayor Dzurka at 6:01 p.m. at the Clinton County Courthouse, 100 East State Street, 2nd Floor, Suite #2200, St. Johns, Michigan.

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

COMMISSIONERS ABSENT: None

STAFF PRESENT: Chad Gamble, City Manager; Kristina Kinde, City Treasurer; Mindy J. Seavey, City Clerk; Anne Seurnyck, City Attorney; Jordan Whitford, Wastewater Supervisor; Chris Khorey, McKenna

Mayor Dzurka asked if any of the commissioners or persons present wished to discuss any of the items on the consent agenda.

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the consent agenda be approved as presented.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

a. Approval of Minutes

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the minutes of the May 19, 2025 regular meeting be approved as presented.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

b. Receipt of Warrants

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that warrants be approved as presented in the amount of \$667,549.35.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

c. Principal Shopping District/Downtown Development Authority Appointments

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission reappoint Jason Butler, Tyler Barlage and Nancy McKinley to the Principal Shopping District and Downtown Development Authority Boards as recommended (terms expiring June 30, 2029).

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

d. Wolverine Contract - Safe Routes to School

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission approve the contract from Wolverine Engineers and Surveyors for the Safe Routes to School Grant application and project completion if awarded the grant and authorize the Mayor to sign the contract for the amount of \$7,500. The contract has been reviewed and deemed sufficient by our attorneys.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

e. Spicer CIPP Lining Bidding Services

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission approve the professional engineering services agreement with Spicer Group in the amount of \$4,500 for the preparation of technical specifications, contract documents, and management of the bidding process for the upcoming CIPP lining project. The City Attorney has reviewed the updated agreement and has determined it to be legally sufficient.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

f. Wastewater Influent Pump 1 Replacement

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission approve the proposal from Kerr Pump & Supply for the purchase of a new influent pump in the amount of \$56,908 and approve the installation proposal from JK Mechanical in the amount of \$35,195.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

g. Merit Bonus Recommendations - Licenses

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission approve the merit bonuses for water licenses as presented to the Personnel Advisory Board.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

h. 2024 Annual Review Merit Bonuses

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission approve the 2024 annual review merit bonuses as presented to the Personnel Advisory Board.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

i. Year End Budget Adjustments

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission approve the year end budget adjustments as per City Treasurer Kinde's memo.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

j. Approval of Fantasy Forest Tower Naming Recognition

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission approve as recommended in the RCA.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

AGENDA

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

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

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 minutes of May 19, 2025
- b. Receipt of Warrants
 - In the amount of \$667,549.35
- c. Principal Shopping District/Downtown Development Authority Appointments
 - The St. Johns PSD/DDA Boards of Directors recommends the city commission reappoint Jason Butler, Tyler Barlage and Nancy McKinley to the Principal Shopping District and Downtown Development Authority Boards as recommended (terms expiring June 30, 2029).
- d. Wolverine Contract - Safe Routes to School
 - Staff recommends that the city commission approve the contract from Wolverine Engineers and Surveyors for the Safe Routes to School Grant application and project completion if awarded the grant and authorize the Mayor to sign the contract for the amount of \$7,500. The contract has been reviewed and deemed sufficient by our attorneys.
- e. Spicer CIPP Lining Bidding Services
 - Staff recommends that the city commission approve the professional engineering services agreement with Spicer Group in the amount of \$4,500 for the preparation of technical specifications, contract documents, and management of the bidding process for the upcoming CIPP lining project. The City Attorney has reviewed the updated agreement and has determined it to be legally sufficient.
- f. Wastewater Influent Pump 1 Replacement
 - Staff recommends that the city commission approve the proposal from Kerr Pump & Supply for the purchase of a new influent pump in the amount of \$56,908 and approve the installation proposal from JK Mechanical in the amount of \$35,195.
- g. Merit Bonus Recommendations - Licenses
 - Staff recommends that the city commission approve the merit bonuses for water licenses as presented to the Personnel Advisory Board.
- h. 2024 Annual Review Merit Bonuses

-Staff recommends that the city commission approve the 2024 annual review merit bonuses as presented to the Personnel Advisory Board.

i. Year End Budget Adjustments

-Staff recommends that the city commission approve the year end budget adjustments as per City Treasurer Kinde's memo.

j. Approval of Fantasy Forest Tower Naming Recognition

-Staff recommends that the city commission approve as recommended in the RCA.

4. Approval of Agenda:

B. PUBLIC HEARINGS:

C. PRESENTATIONS:

1. Fire Department Cadet Program

D. PERSONS WISHING TO PRESENT TESTIMONY:

1. Public comment - agenda & non-agenda items

E. COMMUNICATIONS:

F. OLD BUSINESS:

1. Rezoning of the northern 700 and 800 Blocks of W. State St. and 110 Piston Ring Place – Resolution to Adopt Ordinance - #27-2025
2. 2025-2026 Budget Resolution #28-2025 & L-4029 Re-Approval
3. City Manager Contract

G. NEW BUSINESS:

1. Ladder 350 Replacement Plan
2. Resolution #29-2025 – a Resolution to Exempt the City from Public Act 152 of 2011
3. Resolution #30-2025 - Resolution to Adopt an Ordinance to Adopt a Supplement to the Code of Ordinances
4. Request for Funding of Independence Day Fireworks Show from St. Johns' Rotary – Independence Day Service Contract
5. Proposed contract for City Attorney Prosecution Services
6. Wage Study RFP Document
7. City Manager Comments
8. Commissioner Comments

H. ADJOURNMENT:

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

PUBLIC HEARINGSPRESENTATIONS1. Fire Department Cadet Program

Fire Chief Douglas discussed that the department was approached by Clinton County RESA to help create a cadet program; in 22/23 they tried to do a fire science program; looking to put on a Firefighter I & II program; benefits for the city; benefits for students; low-cost, high-impact initiative; and investing in our future.

There was a discussion of:

- If basic CPR is part of this.
- How it originated.

Mayor Dzurka thanked him for the presentation.

PERSONS WISHING TO PRESENT TESTIMONY1. Public Comment

Mayor Dzurka asked if there were any public comments. He discussed the rules regarding public comment.

Alex Shinabarger, resident, was present. He discussed allowing golf carts on the streets of St. Johns and turned in petitions with signatures of people who have an interest or don't care if we ride golf carts in town.

David Andrews was present regarding golf carts. He discussed a side by side from the city goes on streets and during the Mint Festival the police have golf carts. He said at a meeting last week they discussed handicap stickers.

Melinda Locher-Jones was present. She said she appreciated their leadership roles. She discussed stray cats; we are able to feed the squirrels and birds, why can't we feed the cats; hoping to be allowed to feed the strays; and discussed Happy Feet Pet Rescue and their work.

Connie Skorna, was present regarding golf carts. She said she is in favor of Mr. Shinabarger's proposal. She discussed having elderly parents that she drives around to events.

Amy Maas, resident, was present to speak about the ban on feeding and sheltering community cats. She said she is affiliated with Happy Feet Pet Rescue and fosters for them; the ban is cruel and inhumane; and would help the community with a trap, neuter, and release program to get the population under control.

Cathy Kochensparger, resident, was present to discuss golf carts. She discussed an injury and using a golf cart; handicap stickers for cars; safety measures; and accidents and issues with every vehicle out there.

Makayla Roster was present to discuss cats and says she agrees completely. She said with golf carts she doesn't see a problem on the quiet side of the roads.

Cord was present regarding golf carts. He said he lives by the city park; golfcarts are his main way of going to town and supporting local businesses; thinks there needs to be rules set such as no busy streets; and asked the commission for their consideration.

Mayor Dzurka thanked them for their public comments.

COMMUNICATIONS

OLD BUSINESS

1. Rezoning of the northern 700 and 800 Blocks of W. State St. and 110 Piston Ring Place – Resolution to Adopt Ordinance - #27-2025

Chris Khorey, McKenna, said this originated as a request from the homeowner for a home occupation. This is for the entire block to be rezoned to Mixed Use.

Motion by Commissioner Gurski seconded by Commissioner Hufnagel that the city commission adopt Resolution #27-2025.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

2. 2025-2026 Budget Resolution #28-2025 & L-4029 Re-Approval

Treasurer Kinde said received an updated L-4028, which created a slight adjustment to millage rates.

Motion by Commissioner DeLiso seconded by Commissioner Hufnagel that the city commission adopt Resolution #28-2025.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

3. City Manager Contract

Mayor Dzurka discussed minor tweaks from the original version that was distributed: vehicle pay, adherence to city policies for use of vacation and leave time.

There was a discussion of:

- Section 3 D.
- Section 12.
- Vehicle Reimbursement.
- COLA
- Changes to the contract as discussed by the city commission.

Motion by Commissioner DeLiso seconded by Commissioner Hufnagel that the city commission adopt the employment agreement as provided this evening with 3 changes: 3b COLA for executive staff; 5a remove sentence of 400 hours of accrued vacation; section 12 correct exempt instead of executive staff.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

NEW BUSINESS

1. Ladder 350 Replacement Plan

Fire Chief Douglas discussed the ladder truck had a catastrophic failure. On June 7th we had a fire at the St. Johns Motel, and we could have used ladder truck, but had to call for mutual aid. He commended his staff. He said it was the hottest fire, temperature wise outside, he has ever been to. Everyone made it out safe, which is a win. He discussed an interim solution and a permanent solution for replacement of the ladder truck; larger buildings such as Glanbia, Proliant and The Castle; money set aside towards a replacement ladder truck; and he has been working with Representatives Tsernaglou and Kelly and will meet with Senator Singh.

There was a discussion of:

- Interim solution necessity
 - Due to the catastrophic failure an interim solution is required.

- Delta Township has a 75-foot ladder truck available, which is 5 feet shorter than the current one, to fill the immediate gap.
- Current build time for ladder trucks is 2-4 years.
- Permanent solution through RFP
 - A permanent replacement ladder truck is needed, and an RFP will be developed for a new truck that meets current and 50-year needs.
 - Discussion included considerations regarding a used 100-foot truck versus new options and the long-term life expectancy.

Motion by Commissioner Gurski seconded by Commissioner Hufnagel that the city commission authorize the city manager to negotiate the purchase of the '08 Spartan 75' ladder truck from Delta Township for a price not to exceed \$100,000.

YAY: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

2. Resolution #29-2025 – a Resolution to Exempt the City from Public Act 152 of 2011

City Clerk Seavey said the city has opted out of PA 152 annually since 2015. She said staff recommends the city commission adopt the resolution to exempt us from PA 152. By adopting this resolution to opt-out, we are in compliance, and it also keeps this on our radar annually.

Motion by Commissioner DeLiso seconded by Commissioner Hufnagel that the city commission adopt Resolution #29-2025.

YAY: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

3. Resolution #30-2025 - 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-19 supplement includes Ordinances #683 through #696. This will also update the online version of our code of ordinances. 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 #30-2025 a Resolution to Adopt an Ordinance to Adopt a Supplement to the Code of Ordinances.

YAY: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

4. Request for Funding of Independence Day Fireworks Show from St. Johns' Rotary – Independence Day Service Contract

City Manager Gamble discussed this came up last year when we were presented with the opportunity of assisting to sponsor the fireworks that is displayed every year here in the city. He said this is for a specific event, that being the fireworks, so we worked with the city attorney to address that issue in the Independence Day service contract that provides \$1,500 worth of support for this wonderful community event.

Mayor Dzurka said it brings a lot of people to our city.

Motion by Commissioner Hyzer seconded by Commissioner Hufnagel that the city commission approve the proposed contract with Rotary for the amount of \$1,500 for the delivery of services related to the Independence Day Fireworks.

Commissioner Hyzer said we should look to increase the amount next year.

YAY: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

5. Proposed contract for City Attorney Prosecution Services

City Manager Gamble discussed opportunities for streamlining services, and a known cost for prosecution services.

Deputy Chief Tobias discussed:

- An RFP went out.
- Advantages of a flat fee contract
 - The new flat fee arrangement with Harkness Law Firm is expected to yield savings of approximately \$40,000 to \$50,000 and offers benefits such as continuous training, updated best practices, and dedicated access to legal advice.
 - The predictable expense and enhanced oversight of misdemeanor prosecution cases are major benefits.

Police Chief Kirk discussed specific training for our officers, and it counts as continuing professional education for us.

Motion by Commissioner Hyzer seconded by Commissioner Hufnagel that the city commission approve the contract for city attorney services for prosecution services only submitted by Harkness Law Firm.

YAY: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

6. Wage Study RFP Document

City Manager Gamble discussed: \$20,000 is in the budget; trying to scale the RFP accordingly; and asked if there were comments or questions from the city commission.

There was a discussion of:

- Incorporate mechanisms to ensure commission feedback during the study to avoid the final report being solely delivered without input.
- Determination of comparable organization and justification.
- Inclusion of Retirement Benefits.
- Percentile of benchmarks.
- Timeline.

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission authorize the issuance of an amended RFP for Professional Wage Compensation Study.

YAY: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

7. City Manager Comments

City Manager Gamble discussed:

- Update on Status of Urban Cooperative Agreement Between Bingham Township and City of St. Johns. – presentation of updated draft agreement and supportive documents from this weekend's email.
- Update on City's negotiations with EGLE on our NPDES permit.
 - It has been 6 weeks since EGLE indicated we would receive a response regarding our suggested revisions.
 - He received an update today.
- No updates on Feiger v. City of St. Johns Lawsuit - discovery
- Fantasy Forest 2.0 update
 - Delivery of the remaining playscape features was this morning and currently being installed.

- Contractor for underground conduit on site today with flat work crews to be in after the underground is complete.
- We will be coordinating the volunteer planting day – looking at a Thursday morning/afternoon in mid-late August or early September depending on construction status.
- Wilson Center and Office Reorganization Update
 - Bids were advertised today for Unit #1, Common Space, and for City Office Renovation.
 - Bid issue date Monday, June 23, 2025
 - Mandatory Pre-Bid Date: 2:00 pm, July 8, 2025
 - Bid Due Date; 2:00 pm, July 17, 2025
 - Roof Replacement Update: Meeting to discuss consultant assistance for roof replacement oversight. Estimates are \$350,000. Targeted to issue construction documents and bids in July.
 - Naming Rights Proposal.
- Townsend Road RFP is also on the street and submittals will be discussed at the July meeting.
- Commended Chief Douglas. Press Release for St. Johns Motel.
- Thank you for the vote on the CM contract!!
- Transformation of the depot is happening.

8. Commissioner Comments

Commissioner Gurski requested staff to bring back the draft golf cart ordinance to the July meeting.

Commissioner Hufnagel said he would like it to go back to the Planning Commission. He discussed the ability to have access based on medical needs and the requirements.

There was a discussion of clarification of comments and information that should be sent to the planning commission for their July agenda.

Commissioner Gurski said they have held ambulance meetings, and the articles and by-laws are continuing. There won't be a vote on by-laws for each body. He said probably in August we should see those come back around. There has been a slight decrease in runs and they are spending less time in the southern portion of the county. Great work to Chief Douglas and his team.

Commissioner DeLiso said Chad sent out a nice press release (regarding the fire) and he reiterated thanking Clinton Area Transit for providing a bus; Applebee's and Kroger for beverages. We live in a great community, and this is a good example of that.

Commissioner Hyzer discussed a concern from residents about blight/tall grass (2 in Circle Drive). He said kudos to all law enforcement and first responders being out in the heat as well as the DPW staff being outside on a consistent basis. Also, kudos to those individuals who passed licenses.

Commissioner Hufnagel discussed the fire response and community organizations and said St. Vincent DePaul opened shop for this, and it was great to see the community come together. He said he appreciates the work you have done, and we are lucky to have a great department. There is value in having great relationships with other departments. Also, with respect to the feral cat issue, he likes the TNR (Trap, Neuter, Release) program and is not a fan of feral cats. We should be looking at TNR a little more closely. He congratulated Chad on his contract and thanked him for his patience.

Mayor Dzurka thanked Chad for working with them through the process. He recognized the work of Chief Douglas and the fire department. Also, the Beacon of Hope assisted. He said this community does take care of their own and the motel also filled a critical housing need in this community and that leaves a gap for us. On Thursday night, our regional LEAP is hosting a community conversation at East Olive Community Center. He said he appreciated support for the fireworks. He said the Mint Festival is in difficult economic times and that sponsorship and volunteerism is down. He discussed the economic impact.

ADJOURNMENT

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

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso

NAY: None

Motion carried.

The meeting was adjourned at 8:07 p.m.

CITY OF ST. JOHNS, MICHIGAN
REQUEST FOR COMMISSION ACTION
July 28, 2025

Department: Administration	Attachments:	Submitted to CA for Review
Subject: Renewal of Liability & Property Insurance	[X] MML Member News - Dividends [] [] []	[N/A] [] [] []
Prepared by: Mindy J. Seavey, City Clerk	Approved by: Chad A. Gamble, P.E., City Manager	

SUMMARY/HIGHLIGHT: On September 30, 2025, the various insurance policies the City has through the Michigan Municipal League (MML) based, Michigan Municipal Liability and Property Pool will expire. This insurance package includes property, automobile, liability, inland marine, errors and omissions, sewer back up and others. We have to notify the MML by August 1st (60 days before renewal) if we wish to solicit bids.

BACKGROUND/DISCUSSION: The City has been very pleased with the MML insurance over the years. The Pool's Board of Directors is made up of municipal officials and they act in the best interest of the members, and they provide an excellent risk management program to keep losses and premiums down. Their claims service has been very good and fair. Some of the benefits of pooling with the MML are: broad coverage document written specifically for Michigan municipalities, services tailored to unique needs of Michigan municipalities, member assets controlled by an elected board of municipal officials, decisions made and problems resolved by a group of your peers, investment income and underwriting surplus us to benefit members, lower expenses through tax-exempt and non-profit status, training sessions (reduced rates), etc.

General liability coverage is on an occurrence basis with no aggregate limit (for any occurrence/incident, there is \$10,000,000 of liability coverage. There could be 10 different occurrences and each of those would have a \$10,000,000 limit. That is where the no aggregate limit comes into play).

Property coverage: any property owned by the city is covered regardless of if they know about it or not. This allows for coverage of new property acquired by the city that we may forget to let them know about during a coverage period. Also, property can be added during the coverage period at no cost unless the value of the property being added would equate to an increase of \$500 or more in premium. These would typically be large projects or significant purchases made during a coverage period.

With an assigned Account Executive, we have a direct point of contact to get assistance and answers to our questions. The Account Executive is backed by a team of experts and pool management places a strong emphasis on providing prompt and accurate responses to the needs of all Pool Members.

One of the components of our ongoing relationship with MML is the receipt of dividends. If we renew with the MML, we are due for another dividend check after October 1st. Last year, we received a dividend check of \$11,783.00 and on October 1, 2025 we will receive \$11,249.00. If we do not renew with the MML, we will not receive this dividend check.

For the reasons detailed above, staff recommends that the MML continue to be the designated insurance agent. If MML is not selected as the insurance provider the City would be required to receive bids for its insurance package and staff would also need to prepare specifications, solicit bids, and notify the Pool. We would have to notify them by August 1st (60 days before renewal) if we wish to solicit bids. Noting the quick turnaround required, it may be advisable if the Commission wishes to solicit bids that direction is provided to do so for the 2026/2027 renewal period.

STRATEGIC PLAN OBJECTIVE: N/A

FISCAL IMPACT: If approved, the City will work with the MML to provide the necessary information to finalize our insurance renewal. This past year's insurance costs were \$139,275.00. Upon renewal, we will also receive a dividend check in the amount of \$11,249.00.

RECOMMENDATION: The City Manager recommends to the City Commission to continue contracting with the MML as the City's insurance provider.



michigan
municipal
league

liability &
property
pool

workers'
compensation
fund

Member News

Michigan Municipal League Insurance Boards Announce 2025 Member Dividends

The Michigan Municipal League Workers' Compensation Fund and Liability & Property Pool will issue dividends totaling \$17.8 million to member communities in 2025, benefiting almost 1,000 Michigan cities, villages, counties, townships, and other public entities.

The Fund and Pool are owned and governed by their member organizations—including yours!

Members of the Workers' Compensation Fund will receive a total of \$15.5 million in dividends. Over the last five years, Fund members have received \$68.5 million in dividends, corresponding to about 39% of member premiums during the same period.

Members of the Liability & Property Pool will receive a total of \$2.3 million in dividends upon coverage renewal. Over the last five years, Pool members have received about \$10.1 million in dividends, corresponding to about 8% of member premiums during the same period.

"These dividend payments demonstrate just one benefit of member-owned programs like the Fund and the Pool," said Michael Forster, Director of Risk Management Services at the League. "We are able to return a portion of annual premiums to our members thanks to their ongoing efforts to lower risks and improve safety."

The Michigan Municipal League is celebrating its 125th year of serving Michigan communities. The League is dedicated to representing, educating, and inspiring positive change for its members through legislative and legal advocacy; trainings, conferences, and resources; civic innovations, redevelopment, and funding assistance; and risk management services.

Contact: Michael Forster, Director, Risk Management Services; 734-669-6340 or mforster@mml.org.

MML Liability & Property Pool Directors:

Chair: Bob Clark
Mayor
City of Monroe

Dan Gilmartin
Executive Director / CEO
Michigan Municipal League

Dave Post
Manager
Village of Hillman

Vice Chair: George Bosanic
Manager
City of Greenville

Josh Meringa
Councilmember
City of Grandville

Brenda Stumbo
Supervisor
Ypsilanti Charter Township

Thad Beard
Manager
City of Rockford

Sue Osborn
Mayor
City of Fenton

Dan Swallow
Manager
City of Tecumseh

MML Workers' Compensation Fund Trustees:

Chair: David Tossava
Mayor
City of Hastings

Daniel Coss
Administrator
City of DeWitt

Dan Gilmartin
Executive Director / CEO
Michigan Municipal League

Vice Chair: Devin Olson
Manager
City of Munising

Bridget Dean
Mayor
City of Berkley

Kevin Klynstra
Mayor
City of Zeeland

Brian Boggs
Councilmember
City of Durand

Maureen Donker
Mayor
City of Midland

Adam Smith
Manager / Municipal Executive
City of Grand Ledge

Victor Cardenas
Manager
City of Novi

Juan Ganum
Manager
City of Bridgman

Deborah Stuart
Manager
City of Mason City



workers'
compensation
fund

1675 Green Road
Ann Arbor, MI 48105
P: 734-662-3246
800-653-2483
F: 734-662-8083
mml.org

To: Members of the MML Workers' Compensation Fund
From: Michael J. Forster, Fund Administrator
Date: June 23, 2025
Subject: Fund Trustee Election

Dear Fund Member:

Enclosed is your ballot for this year's Board of Trustees election. Two appointees have agreed to seek election to their first term, as well as two incumbent Trustees are seeking re-election. You may also write in one or more candidates if you wish.

A brief biographical sketch of the candidates is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 8th. Alternately, you may complete your ballot online:

Go to www.mml.org. At the top of the page, hover over *Programs & Services* and select *Risk Management* from the drop-down list. Next, look for the *Jump To* panel and select *Workers' Compensation Fund*. The ballot link is on the next page, in the *Jump To* panel, under *Online Forms*.

The MML Workers' Compensation Fund is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Fund, and for participating in the election of your governing board.

Sincerely,

A handwritten signature in black ink that reads 'Michael J. Forster'.

Michael J. Forster
Fund Administrator
mforster@mml.org

THE CANDIDATES

Four-year terms beginning October 1, 2025



Brian Boggs, City Councilmember, City of Durand

Brian has more than 18 years' experience in local government and is currently the Shiawassee County Administrator and a longtime member of the Durand City Council. Brian is an Assistant Professor for the Hubert H. Humphrey Fellowship Programs in International Studies and Programs at Michigan State University. He has written extensively on educational organizational complexity, specifically as it affects urban schools and policy. He has most recently been published in Teacher's College Record at Columbia with a piece titled, "Conceptualizing Virtual Instructional Resource Enactment in an Era of Greater Centralization, Specification of Quality Instructional Practices, and Proliferation of Instructional Resources." Further, he has published book chapters in: Handbook of Urban Education Leadership; Handbook of Education Politics and Policy; School to Prison Pipeline; Emerging Issues and Trends in Education; Beyond Marginality; and Educational Policy Goes to School. He has also been published in the Journal of School Public Relations. Brian holds a Ph.D. in educational policy from Michigan State University and is currently finishing his J.D. from Mitchell Hamline School of Law. He holds an MA in Rhetoric and a BA in English from the University of Michigan. Brian is seeking re-election to his second term.



Maureen Donker, Mayor, City of Midland

Maureen has more than sixteen years' experience as a municipal official, having served as mayor of Midland since 2009. She has been the Executive Director of The Reece Endeavor of Midland, a community program providing homes for individuals with special needs, since 1998.

Maureen is also active in the Midland community, serving on various local and regional civic organizations. Maureen is seeking re-election to her fourth term.



Craig Stolsonburg, Village Manager, Village of Middleville

Craig has been Village Manager of Middleville since 2022. Prior to joining the village, he was a Business Solutions Professional with West Michigan Works! for six years, and began his career with twenty years in real estate. He has previously served on the Barry County Board of Commissioners for eight years, including five years as Chair.

A lifelong resident of the Middleville area, Craig is actively involved in his community, including membership in the Middleville Rotary Club and the Thornapple Area Enrichment Foundation (Past President), and sitting on the Boards of Directors for the Thornapple Credit Union and Barry County United Way. Additionally, he has coached for the Thornapple Kellogg High School wrestling and football programs,

and volunteers as a public address announcer at school sporting events. Craig is married with two adult children and enjoys spending time with family, golfing, and rooting for the Detroit Lions. Craig is seeking election to his first term.

THE CANDIDATES

Four-year terms beginning October 1, 2025



Deborah Stuart, City Manager, Mason City

Deborah Stuart has served as City Manager of Mason City since January 2016. She has more than 20 years of local and state experience in community and economic development, most recently in her role as Community Development Incentives Director for the Michigan Economic Development Corporation (MEDC). Previously, she served the MEDC as its Community Assistance Team Specialist and the City of Jackson in various economic development roles.

Deborah currently sits on the Boards of Directors for three statewide entities: the Michigan Municipal League, the Michigan Municipal League Foundation and the Michigan Municipal Executives. In addition, she is an active contributor to the 16/50 Project in Michigan, focused on increasing the number of women in local government executive positions through training, mentoring, and promotion of the field to undergraduates. Deborah holds a Bachelor's degree in Communication from

Central Michigan University and a Master's degree in Public Administration from Western Michigan University. She is a proud resident of the City of Mason with her husband and her two children. Deborah is seeking election to her first term.

Michigan Municipal League
Workers' Compensation Fund

OFFICIAL BALLOT - 2025

Vote for four Trustees by marking the line to the left of the name for four (4) year terms beginning October 1, 2025.

____ **Brian Boggs, Incumbent**
City Councilmember, City of Durand

____ **Maureen Donker, Incumbent**
Mayor, City of Midland

____ **Craig Stolsonburg, Appointee**
Manager, Village of Middleville

____ **Deborah Stuart, Appointee**
Manager, City of Mason

Write-in Candidate

I hereby certify that:

(Municipality/Agency)

by action of its governing body, has authorized its vote to be cast for the above persons to serve as Trustees of the Michigan Municipal League Workers' Compensation Fund.

Official Signature

Date:

Ballot deadline:
August 8, 2025

CITY OF ST. JOHNS, MICHIGAN
REQUEST FOR COMMISSION ACTION
July 28th, 2025

Department: Wastewater	Attachments:	Submitted to CA for Review
Subject: <i>IPP Local Limit Establishment for PFAS</i>	[X] Fishbeck Agreement	[X]
Prepared by: Jordan Whitford, Wastewater Supervisor	Approved by: Chad A. Gamble, P.E., City Manager	

SUMMARY/HIGHLIGHT: PFAS (per- and polyfluoroalkyl substances) are commonly used in waterproofing compounds and have been linked to significant environmental impairment and potential cancer risks in humans. Over the past several years, all levels of government have implemented increasingly strict measures to address PFAS contamination. These compounds are extremely difficult and costly to remove from the wastewater stream due to their resistance to natural breakdown.

As we prepare to enter our new NPDES (National Pollutant Discharge Elimination System) permit cycle at the Wastewater Treatment Plant, we are now required to test our influent and effluent wastewater for PFAS three times per year, and our biosolids annually. Currently, our Industrial Pretreatment Program (IPP) ordinance does not include local limits to protect our system from the discharge of PFAS compounds.

Given the rising concern, the persistence of PFAS in the environment, and the high cost of treatment, staff strongly recommend initiating the process of establishing local limits for PFAS. This will help ensure regulatory compliance, protect public health, and safeguard our infrastructure.

Staff has worked with Fishbeck to develop a project outline and scope for establishing these local limits. Fishbeck has been relied on for several projects involving the treatment plant as well as the collection system and played a key role in updating our IPP ordinance in 2023.

BACKGROUND/DISCUSSION: None.

STRATEGIC PLAN OBJECTIVE: Public Facilities – Goal #1: Continue to offer High Quality Services and Facilities for Residents

FISCAL IMPACT: Monies for these services were budgeted for in the FY 25-26 budget in GL# 592-550-818.000.

RECOMMENDATION: City Commission approve the agreement with Fishbeck in the amount of \$8,500 to establish local limits for PFAS. The City Attorney has reviewed the updated agreement and has determined it to be legally sufficient.

July 18, 2025

Jordan Whitford
Wastewater Division Supervisor
City of St. Johns
100 East State Street, Suite 100
St. Johns, MI 48879

Proposal for Professional Services

Evaluation of MAHL and IPP Local Limits for PFAS Compounds for the St. Johns WWTP

Fishbeck is pleased to provide this proposal to the City of St. Johns (City) for an evaluation of the Maximum Allowable Headworks Loadings (MAHL) and Industrial Pretreatment Program (IPP) local limits for perfluorooctane sulfonic acid (PFOS), perfluorooctanoic acid (PFOA), perfluorobutane sulfonate (PFBS), perfluorohexanesulfonic acid (PFHxS), and perfluorononanoic acid (PFNA) for the St. Johns Wastewater Treatment Plant (WWTP).

Statement of Understanding

With the recent establishment of Water Quality Values from EGLE, the City is interested in conducting a MAHL evaluation for PFOS, PFOA, PFBS, PFHxS, and PFNA.

Fishbeck will provide a sample monitoring plan for collection of samples to conduct the MAHL evaluation.

Scope of Services

Task 1 – Evaluation of Existing Data

Fishbeck will obtain and evaluate all existing PFOS, PFOA, PFHxS, PFNA, and PFBS monitoring data, in addition to WWTP current flow, biosolids generation rate, flows from Significant Industrial Users (SIUs), etc.

Task 2 – Monitoring Plan

Fishbeck will prepare a written monitoring plan to collect samples that follows the Michigan Department of Environment, Great Lakes, and Energy (EGLE) and the U.S. Environmental Protection Agency (USEPA). This plan will include recommended sample collection, storage, preservation, and analytical methods for submittal to EGLE for concurrence.

For purposes of this proposal, it is assumed that the City will be responsible for sample collection and analysis.

Task 3 – MAHL and Local Limit Development

After receipt of the monitoring data, Fishbeck will apply EGLE and USEPA guidance to determine appropriate MAHLs and local limits for PFOS, PFOA, PFBS, PFNA, and PFHxS. Individual activities will include:

1. *WWTP Removal Efficiencies and Background Concentrations:* Fishbeck will evaluate the monitoring data to convert into removal efficiencies and background concentrations.
2. *Maximum Allowable Headworks Loadings (MAHLs):* Fishbeck will determine appropriate MAHLs for protecting the WWTP against NPDES permit pass-through, chronic/acute aquatic toxicity pass-through, biosolids contamination, and biological treatment inhibition, as applicable. Aquatic toxicity values will be derived from the current EGLE Rule 57 water quality standards, as specifically applicable to the WWTP. Biosolids values will

be based on quality standards for disposal by land application, while inhibition values will apply data from the scientific literature and our experience.

3. *Maximum Allowable Industrial Loadings (MAILs)*: Fishbeck will then determine appropriate MAILs using the calculated MAHLs, less applicable background loadings and safety factors.
4. *Collection System Limitations (CSLs)*: Fishbeck will determine appropriate CSLs for protecting the sewer system against plugging, fire/explosion, and toxic fumes, as applicable. Parameter values for CSL calculations will be based on the scientific literature and our experience.
5. *Recommended Local Limits*: Fishbeck will determine candidate local limit concentrations by applying the uniform allocation method to the calculated MAILs. These concentrations will be compared to CSLs, where applicable, to establish recommended limits that meet all the protection criteria.

Task 4 – Documentation

Fishbeck will document the evaluation with monitoring data, calculation methodology, technical basis, and results. A report will be prepared for City review, and if the City chooses submission to EGLE for approval.

Task 5 – Submit to EGLE for Approval

If the City chooses to submit the report to EGLE, Fishbeck will incorporate applicable changes through 1 round of EGLE comments.

Schedule of Services

Fishbeck is prepared to begin immediately upon your approval to proceed.

Professional Services Fees

The proposed budget for the indicated Scope of Services is Eight Thousand and Five Hundred Dollars (\$8,500). If the requested services are such that this budget would be exceeded, we will work with you to amend the scope and/or fee; accordingly, conversely, if the requested services are such that this budget is not exceeded, the excess funds will not be spent.

Authorization

Attached is our Professional Services Agreement and an associated amendment. If you concur with our scope of services, please sign in the spaces provided and return the executed contract and amendment to Jody Libka (jlibka@fishbeck.com). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks, and payment is due upon receipt.

We appreciate the opportunity to assist the City. If you have any questions or require additional information, please contact me at 616.464.3934 or cmhaybarker@fishbeck.com.

Sincerely,



Corrine M. Haybarker
Environmental Engineer

By email
Attachments

Professional Services Agreement

PROJECT NAME: Evaluation of MAHL and IPP Local Limits for PFAS Compounds for the St. Johns WWTP
FISHBECK CONTACT: Corrine M. Haybarker
CLIENT CONTACT: Jordan Whitford, Wastewater Division Supervisor
CLIENT: City of St. Johns, 100 East State Street, Suite 100, St. Johns, MI 48879

Client hereby requests and authorizes Fishbeck to perform the following:

SCOPE OF SERVICES: Professional engineering services as described in Fishbeck's letter proposal dated July 18, 2025.

AGREEMENT. The Agreement consists of this page and the documents that are checked:

- ☒ Terms and Conditions for Professional Services
- ☒ Proposal Dated: July 18, 2025
- ☒ Other: Professional Services Agreement Amendment 1

METHOD OF COMPENSATION:

- ☒ Lump Sum for Defined Scope of Services
- ☐ Hourly Billing Rates Plus Reimbursable Expenses
- ☐ Other:

Budget for Above Scope of Services: Eight Thousand Five Hundred Dollars (\$8,500)

ADDITIONAL PROVISIONS (IF ANY): None

APPROVED FOR:

City of St. Johns

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____

ACCEPTED FOR:

Fishbeck

SIGNATURE:  _____

NAME: John A. Willemin, PE

TITLE: Senior Vice President

DATE: July 18, 2025

1. **METHOD OF AUTHORIZATION.** Client may authorize Fishbeck to proceed with work either by signing a Professional Services Agreement or by issuance of an acknowledgment, confirmation, purchase order, or other communication. Regardless of the method of authorization, these Terms and Conditions shall prevail as the basis of Client's Agreement with Fishbeck. Any Client document or communication in addition to or in conflict with these Terms and Conditions is rejected.
2. **CLIENT RESPONSIBILITIES.** Client shall provide all requirements, criteria, data, and information for the Project and designate in writing a person with authority to act on Client's behalf on all matters concerning the Project. If Fishbeck's services under this Agreement do not include construction observation or review of Contractor's performance, Client shall assume responsibility for interpretation of contract documents and for construction observation, and shall waive all claims against Fishbeck that may be in any way connected thereto.
3. **HOURLY BILLING RATES.** Unless stipulated otherwise, Client shall compensate Fishbeck at hourly billing rates in effect when services are provided by Fishbeck employees of various classifications.
4. **REIMBURSABLE EXPENSES.** Client shall reimburse Fishbeck for costs incurred on or directly for Client's Project. Reimbursements shall be at Fishbeck's current rate for mileage for vehicles and automobiles, special equipment, and copying, printing, and binding. Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., and outside technical or professional services shall be on the basis of actual charges plus 10 percent.
5. **OPINIONS OF COST.** Any opinions or estimates provided by Fishbeck as to probable construction costs or total project costs will be based on Fishbeck's experience, judgment, qualifications, and general familiarity with the construction industry. Because Fishbeck has no control over market conditions or bidding procedures, Fishbeck does not warrant that actual bids, construction costs, or total project costs will not vary from Fishbeck's opinions or estimates.
6. **PROFESSIONAL STANDARDS.** The standard of care for services performed or furnished by Fishbeck will be the care and skill ordinarily used by members of the subject professional discipline practicing under similar circumstances at the same time and in the same locality. Fishbeck may use or rely upon design elements and information customarily provided by others. Fishbeck makes no warranties, express or implied, under this Agreement or otherwise, in connection with Fishbeck's services.
7. **TERMINATION.** Either Client or Fishbeck may terminate this Agreement by giving ten days' written notice to the other party. In such event, Client shall pay Fishbeck in full for all work performed prior to the effective date of termination, plus (at the discretion of Fishbeck) a reasonable termination charge for services and costs attributable to termination and costs necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed 30 percent of all charges previously incurred. Upon receipt of such payment, Fishbeck will return to Client all documents and information which are the property of Client.
8. **SUBCONTRACTORS.** Fishbeck may engage subcontractors on behalf of Client to perform any portion of the services to be provided by Fishbeck hereunder.
9. **PAYMENT TO FISHBECK.** Invoices will be issued monthly, and will be due and payable upon receipt, unless otherwise agreed. Amounts not paid within 28 days from date of invoice shall accrue interest at a rate of 1 percent per 4-week period. Payments made thereafter will be applied first to accrued interest, and then to unpaid principal. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on Fishbeck by any governmental entity.

If Client directs Fishbeck to invoice another, Fishbeck will do so, but Client agrees to be ultimately responsible for Fishbeck's compensation until Client provides Fishbeck with that third party's written acceptance of all terms of this Agreement and until Fishbeck agrees to the substitution.

In addition to any other remedies Fishbeck may have, Fishbeck shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

10. **HAZARDOUS WASTE.** Fishbeck has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Fishbeck shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of services hereunder does not imply risk-sharing on the part of Fishbeck.
11. **LIMITATION OF LIABILITY.** To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the greater of \$250,000 or the amount of the fee earned under this Agreement.

To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims for which Fishbeck is covered by insurance other than professional liability errors and omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the total insurance proceeds paid on behalf of or to Fishbeck by Fishbeck's insurers in settlement or satisfaction of Client's claims under the terms and conditions of Fishbeck's insurance policies applicable thereto.

Higher limits of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.

12. **DELEGATED DESIGN.** Client recognizes and holds Fishbeck harmless for the performance of certain components of the Project which are traditionally specified to be designed by the Contractor.
13. **INSURANCE.** Client shall cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds on all commercial general liability and property insurance policies carried by Client which are applicable to the Project. Client shall also provide workers' compensation insurance for Client's employees. Client agrees to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

Upon request, Client and Fishbeck shall each deliver to the other certificates of insurance evidencing their coverages.

Client shall require Contractor to purchase and maintain commercial general liability and other insurance as specified in the contract documents and to cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project. Contractor must agree to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

14. **INDEMNIFICATION.** Fishbeck will indemnify and hold Client harmless from any third party claim, damage, or liability for injury or loss sustained by any third party, for which Client is legally obligated to pay, to the extent caused by Fishbeck's negligence. Client will defend, indemnify, and hold Fishbeck harmless from any claim, damage, liability, or defense cost arising from this Agreement for injury or loss sustained by any third party except to the extent caused by the negligence of Fishbeck. These indemnities are subject to specific limitations provided for in this Agreement.
15. **CONSEQUENTIAL DAMAGES.** To the fullest extent permitted by law, Client and Fishbeck waive special, incidental, indirect, and consequential damages for claims arising out of, resulting from, or in any way relating to this Agreement or the Project, including, but not limited to, loss of business, use, income, profit, financing, productivity, and reputation.
16. **LEGAL EXPENSES.** If either Client or Fishbeck makes a claim against the other as to issues arising out of the performance of this Agreement, the prevailing party will be entitled to recover its reasonable expenses of litigation, including reasonable attorney's fees. If Fishbeck brings a lawsuit against Client to collect invoiced fees and expenses, Client agrees to pay Fishbeck's reasonable collection expenses including attorney's fees.

17. OWNERSHIP OF WORK PRODUCT. Fishbeck shall remain the owner of all drawings, reports, and other material provided to Client, whether in hard copy or electronic media form. Client shall be authorized to use the copies provided by Fishbeck only in connection with the Project. Any other use or reuse by Client or others for any purpose whatsoever shall be at Client's risk and full legal responsibility, without liability to Fishbeck, and Client shall defend, indemnify, and hold Fishbeck harmless from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom.
18. ELECTRONIC MEDIA. Data, reports, drawings, specifications, and other material and deliverables will be transmitted to Client in either hard copy, digital, or both formats. If a discrepancy or conflict with the transmitted version occurs, the version of the material or document residing on Fishbeck's computer network shall govern. Fishbeck cannot guarantee the longevity of any material transmitted electronically nor can Fishbeck guarantee the ability of the Client to open and use the digital versions of the documents in the future.
19. GENERAL CONSIDERATIONS. Client and Fishbeck each are hereby bound, and the partners, successors, executors, administrators, and legal representatives of Client and Fishbeck are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither Client nor Fishbeck may assign this Agreement without the written consent of the other.

Neither Client nor Fishbeck will have any liability for nonperformance caused in whole or in part by causes beyond Fishbeck's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

This Agreement shall be governed exclusively by the laws of the State of Michigan, and any action arising out of or in connection with Agreement shall occur in the state or federal courts located in Grand Rapids, Michigan.

This Agreement constitutes the entire agreement between Client and Fishbeck and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

End of Terms and Conditions for Professional Services

Professional Services Agreement Amendment 1

Between Fishbeck and City of Saint Johns

Dated July 18, 2025

For Evaluation of MAHL and IPP Local Limits for PFAS Compounds for the St. Johns WWTP

The Terms and Conditions for this project are modified as follows:

4. **REIMBURSABLE EXPENSES.** Replace the last sentence in Article 4 with the following:
Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., shall be on the basis of actual charges. Reimbursement for and outside technical or professional services shall be on the basis of actual charges plus 10 percent.
11. **LIMITATION OF LIABILITY.** Replace the first paragraph in Article 11 with the following:
To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims under this Agreement based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is limited to \$250,000.
13. **INSURANCE.** Replace Article 13 in its entirety with the following:
Client shall provide workers' compensation insurance for Client's employees. Upon request, Client and Fishbeck shall each deliver to the other certificates of insurance evidencing their coverages.
14. **INDEMNIFICATION.** Replace Article 14 in its entirety with the following:
Fishbeck will defend, indemnify, and hold Client harmless from any claim, liability, or defense cost for injury or loss sustained by any party to the extent caused by Fishbeck's negligence or willful misconduct. These indemnities are subject to specific limitations provided for in this Agreement.
16. **LEGAL EXPENSES.** Add the following sentence to the end of Article 16:
However, if Fishbeck is not the prevailing party in such collection action, then Fishbeck agrees to pay Client's reasonable attorney's fees and costs in defending such action.
17. **OWNERSHIP OF WORK PRODUCT.** Replace the last sentence of Article 17 with the following:
Client shall defend, indemnify, and hold harmless Fishbeck from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting from any other use or reuse. To the extent required by law, Client may disclose any and all drawings, reports, and other materials to the public.
19. **GENERAL CONSIDERATIONS.** Replace the fourth paragraph of Article 19 with the following:
This Agreement shall be governed by the law of the State of Michigan.

All other Terms and Conditions shall remain unchanged.

APPROVED FOR:

City of Saint Johns

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____

ACCEPTED FOR:


Fishbeck

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____


John A. Willemin, PE

Senior Vice President

July 18, 2025

CITY OF ST. JOHNS, MICHIGAN
REQUEST FOR COMMISSION ACTION
July 28, 2025

Department: Wastewater	Attachments:	Submitted to CA for Review
Subject: <i>N. Clinton Ave Sanitary Sewer Separation</i>	[X] <i>Bid from Miller Brother Excavating</i> [X] <i>Bid from Leavitt & Starck Excavating</i>	[N/A]
Prepared by: Jordan Whitford, Wastewater Division Supervisor	Approved by: Chad A. Gamble, P.E., City Manager	

SUMMARY/HIGHLIGHT: In late 2024, storm sewer improvements were completed in the downtown area. During this work, sewage was discovered in the storm sewer system, shedding some light on sewer gas odors near Waypoint Coffee (Spring and Railroad) that had been reported intermittently over several years but a source was unable to be located.

At the end of 2024 Plummer’s Environmental was brought in to assist with televising and dye testing of the storm sewer in an effort to identify the source of the problem. The investigation revealed numerous illicit sanitary sewer connections within the 200 Block of Clinton Avenue Alley discharging into the storm sewer, many originating from local businesses and an apartment building. These connections were made at the original construction of the buildings when, we can only assume, sanitary sewer service was unavailable.

To address this issue, a formal plan set was developed for a sanitary sewer extension project. The project was bid out in early July, with four contractors solicited and two formal bids received during the bid opening on July 10th.

Miller Brothers Excavating	\$139,550.00
Leavitt & Starck Excavating	\$297,400.00
Mint City Excavating	No Bid
Wards Excavating	No Bid

BACKGROUND/DISCUSSION: As noted above, strong sewer odors within this storm system have been a longstanding issue, with multiple complaints originating from the downtown area over the years. The completion of this project will offer several key benefits—most notably, eliminating the discharge of untreated sewage into our local stream and resolving the recurring unpleasant odors that have affected the downtown district. This will represent a significant improvement to both public health and environmental quality.

STRATEGIC PLAN OBJECTIVE: Public Facilities – Goal #1: Continue to offer High Quality Services and Facilities for Residents

FISCAL IMPACT: This project was identified prior to the FY 25/26 Capital Improvement Project plan being presented to the City Commission for approval. However, due to not fully understanding the new ClearGov budgeting software, this item was inadvertently not moved into the listing that was approved at the Commission level. Therefore, funds for this project were not included within the FY 25-26 budget. However, after reviewing the FY 24-25 actual expenditures, it was determined there were surplus funds that could be carried forward from the 24-25 FY budget and utilized to fund this urgent project.

RECOMMENDATION: City Commission approve the bid from Miller Brothers Excavating in the amount of \$139,550 to complete the sanitary sewer separation project allowing the City to eliminate illicit connections, restore proper sewer separation, protect local waterways, and improve quality of life in the downtown district.

Leavitt & Starck Excavating, Inc.

16220 National Parkway
Lansing, MI 48906
Phone (517) 323-7630 Fax (517) 338-0767

July 9, 2025

City of St. Johns
100 E. State St, Suite 1100
St. Johns, MI 48879

Attn: Mindy Seavy

Subject: Downtown Sanitary Sewer Separation

We respectfully submit the following bid for your review on the above-mentioned project plans and specifications dated March 12, 2025. Our scope includes the following:

General Conditions

- 1) Mobilization
- 2) Soil erosion control measures
- 3) Street sweeping
- 4) Utility investigation
- 5) Traffic control

Demolition

- 6) Asphalt and concrete saw-cutting and removal
- 7) Curb removal
- 8) Existing storm sewer removal as noted on plans

Earthwork and Utilities

- 9) 8" 22A gravel base under paved surfaces
- 10) Spoils exported offsite
- 11) Sanitary sewer main installation with compacted sand backfill
- 12) Sanitary sewer structures and lead connections

Hard Surfaces

- 13) 8" reinforced concrete approach and sidewalk
- 14) 1.5" HMA 4EL leveling course
- 15) Tack applied between HMA courses
- 16) 1.5" HMA 5EL wearing course

Our scope has the following exclusions:

- 1) Permits, fees, and bonds
- 2) Layout
- 3) Contaminated soil testing or disposal
- 4) Undercutting deeper than proposed grades and cross sections
- 5) Material and compaction testing
- 6) Bypass pumping

Total Bid: \$297,400.00

Any unstable soils encountered onsite will be treated as an extra to the above base bid. Thank you for your consideration.

Sincerely,



Tom Starck
Leavitt & Starck Excavating, Inc.
517-202-5068

MILLER BROTHERS
EXCAVATING
3026 W. M-21
St Johns, MI 48879
989-224-2066



Estimate

Date	Estimate #
7/8/2025	3345

Name / Address
CITY OF ST. JOHNS 100 E. STATE ST., STE 1300 P.O. BOX 477 ST. JOHNS, MI 48879

Job	Customer Phone #
Block 7 Sewer Separation	

Description	Qty	Cost	Total
BLOCK 7 SEWER SEPARATION ATTN: JORDAN WHITFORD Job 1: Installing new sewer main and manholes per print / Saw cutting / Demo surface / Installing piping and manholes / Loading and trucking fill dirt off site / Sand backfill with compaction / Compaction testing / New concrete curb and approach / New asphalt 4" thick Includes: Machine hours / Labor / Moving / Trucking	1	139,550.00	139,550.00
Estimate is valid for 15 days (pricing may vary due to economical changes)	Total \$139,550.00		

By accepting this estimate, Miller Brothers Excavating, Inc. (MBE), agrees to provide the services and materials specified therein in a timely and workmanlike manner. This is subject to weather and site conditions beyond the control of MBE. Customer agrees to timely pay for these services and materials as set forth in the estimate, along with the term and conditions therein. Customer acknowledges that in the event the payments are not made consistent with the terms and conditions agreed to by the parties, MBE may bring litigation against customer in Clinton County, Michigan, where venue will be agreed to. Furthermore, customer acknowledges that their expenses associated with the filing of litigation and agrees to pay MBE, in addition for past due amounts owed, all reasonable attorney fees and costs incurred in the collection process. Furthermore, customer acknowledges that MBE reserves the right to assert any and all other remedies available to it under Michigan Law.

Customer acknowledges that there is no automatic grace period as it relates to late payments and acknowledges that interest on late payments should MBE agree to accept same is 1.5% calculated from the date the payment is due unless otherwise specified in the estimate.

Customer Signature _____

June 27, 2025

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Grand Rapids, September 17-19, 2025. The League's "**Annual Meeting**" is scheduled for 4:30 pm on Wednesday, September 17 in the Pantlind Ballroom at the Amway Grand Plaza Hotel. The meeting will be held for the following purposes:

1. Election of Trustees. To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).
2. Policy. A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

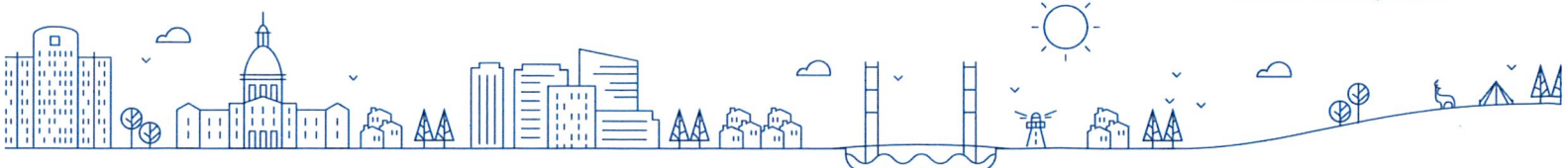
In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **August 17, 2025**.

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than August 17, 2025.**

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

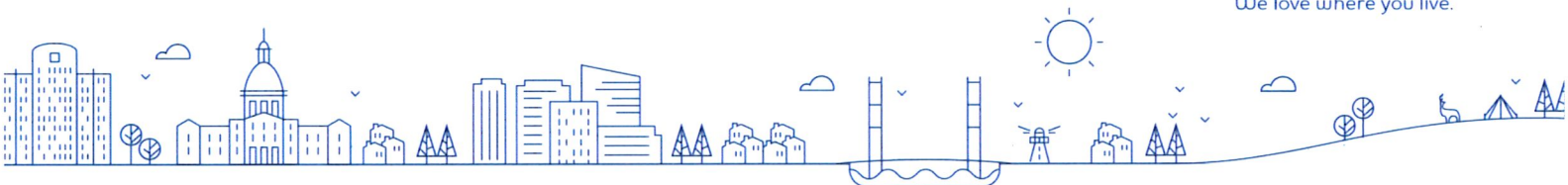
Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is **August 17, 2025**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, “Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.

We love where you live.



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, September 16, 2025, at the Amway Grand Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Donald Gerrie
President
Mayor, Sault Sainte Marie



Daniel P. Gilmartin
Executive Director & CEO





AGENDA

CITY OF ST. JOHNS, MICHIGAN
REQUEST FOR COMMISSION ACTION
July 28th, 2025 Commission Meeting

Department: Fire Department	Attachments:	Submitted to CA for Review
Subject: <i>Updated Ladder 350 Replacement Plan and Disposal of Ladder 350</i>	[X] Ladder Truck Photos and Blueprint [] []	[N/A] [N/A] [N/A]
Prepared by: Kevin Douglas, Fire Chief	Approved by: Chad A. Gamble, P.E., City Manager	

SUMMARY AND HIGHLIGHTS: The City of St. Johns Fire Department's primary aerial apparatus, Ladder 350, remains out of service due to catastrophic mechanical failure. This critical capability gap necessitates an immediate and robust interim solution to ensure the safety of our community and contracted coverage areas.

Following further due diligence and evaluation of available apparatus, the Fire Department now recommends the acquisition of a 2004 Pierce Dash 95-foot Mid-mount Ladder truck from The Chester Fire District. This apparatus presents a superior interim solution compared to the previously considered 2008 Spartan Smeal 75-foot ladder truck from Delta Township, offering enhanced operational capabilities, increased longevity, and better value for the city.

This updated recommendation aims to provide the St. Johns Fire Department with a more effective and reliable aerial device, reducing reliance on mutual aid and improving response capabilities for incidents requiring elevated access or rescue.

BACKGROUND AND DISCUSSION: As previously reported, Ladder 350, a 41-year-old apparatus, has suffered a seized motor, leaving the city without a vital aerial device. The reliance on mutual aid from Dewitt Township, which we unfortunately found out at the St. Johns Motel takes at minimum 23 minutes to respond to our coverage area.

To address this critical need, the Fire Department has continued to explore the most advantageous interim solutions. While the 2008 Spartan Smeal 75-foot ladder truck from Delta Township was initially considered, a more thorough assessment has identified a superior alternative: the 2004 Pierce Dash 95-foot Mid-mount Ladder truck from The Chester Fire District in Chester New York.

The 2004 Pierce Dash offers several significant advantages that make it a more suitable and strategic acquisition for the St. Johns Fire Department:

- 1. Extended Reach and Enhanced Rescue Capabilities:** The 95-foot ladder provides substantially greater reach compared to the 75-foot quint. This extended reach is crucial for accessing taller structures, conducting elevated rescues, and providing elevated water streams in complex fire scenarios. Furthermore, the presence of a **bucket** on the 95-foot

Mid-mount Ladder truck will significantly improve the safety and efficiency of aerial operations, making rescues easier and providing a stable platform for firefighters.

2. **Superior Mechanical Condition and Longevity:** The 2004 Pierce Dash boasts significantly lower usage metrics, with approximately **45,000 fewer miles and 4,000 fewer hours on the motor** compared to the 2008 Spartan Smeal. These lower usage statistics directly translate to a greater remaining service life for the apparatus, offering more years of reliable operation for the St. Johns Fire Department before a permanent replacement is acquired. This extended lifespan provides greater flexibility in the long-term apparatus replacement plan.
3. **Strategic Alignment with Departmental Needs:** The enhanced capabilities of the 95-foot mid-mount ladder, particularly its reach and bucket, align more closely with the evolving infrastructure and life safety needs of the City of St. Johns. This apparatus will allow the department to better serve the community and its growing commercial and residential areas.

The acquisition of this apparatus will ensure continuous aerial service until a new, permanent ladder truck can be procured through a comprehensive RFP process. The 2004 Pierce Dash would be resold upon the arrival of the new apparatus.

STRATEGIC PLAN OBJECTIVES: This purchase aligns with and supports several key objectives outlined in the city's Strategic Plan:

- **Land Use Goal #1:** Accommodate a diverse, strong commercial and office base that serves the needs of residents and businesses within the community.
- **Neighborhood Goal #1:** Preserve, Protect, and Enhance the integrity, economic viability and livability of St. John's neighborhoods.
- **Neighborhood Goal #4:** Maintain and preserve historic properties within the city.
- **Public Facilities Goal #1:** Continue to offer high quality services and facilities for residents.

FISCAL IMPACT: Funds have been set aside for the replacement of Ladder 350 and Rescue 32, in the amount of \$272,500 (as of the end of FY 24/25) in equipment replacement funds (fund balance). These funds are available for the acquisition of this interim ladder truck and any necessary modifications. Revenue generated from the sale of the existing Ladder 350 and Rescue 32 will be reserved to offset financing and/or down payments of the eventual new ladder truck.

The Fire Department will continue to actively pursue additional funding sources, including potential state appropriation grants, other grant opportunities, and support from local businesses, to support the long-term apparatus replacement plan.

RECOMMENDATION: *Staff respectfully recommends that the City Commission take the following actions:*

1. *The City Manager to negotiate the purchase of the 2004 Pierce Dash 95-foot Mid-mount Ladder truck from the Chester Fire Protection District for a price not to exceed \$240,000.00 to include acquisition of the ladder truck and any modifications and equipment needed to finish outfitting the truck.*

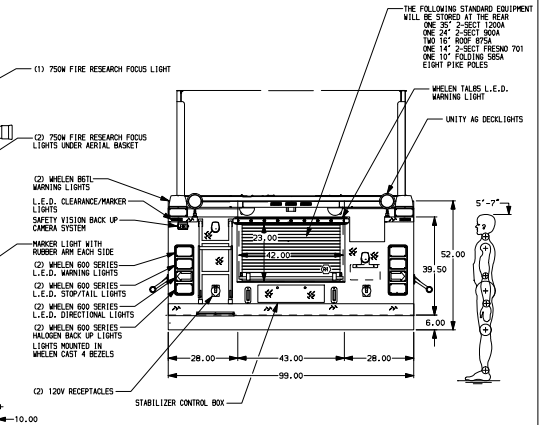
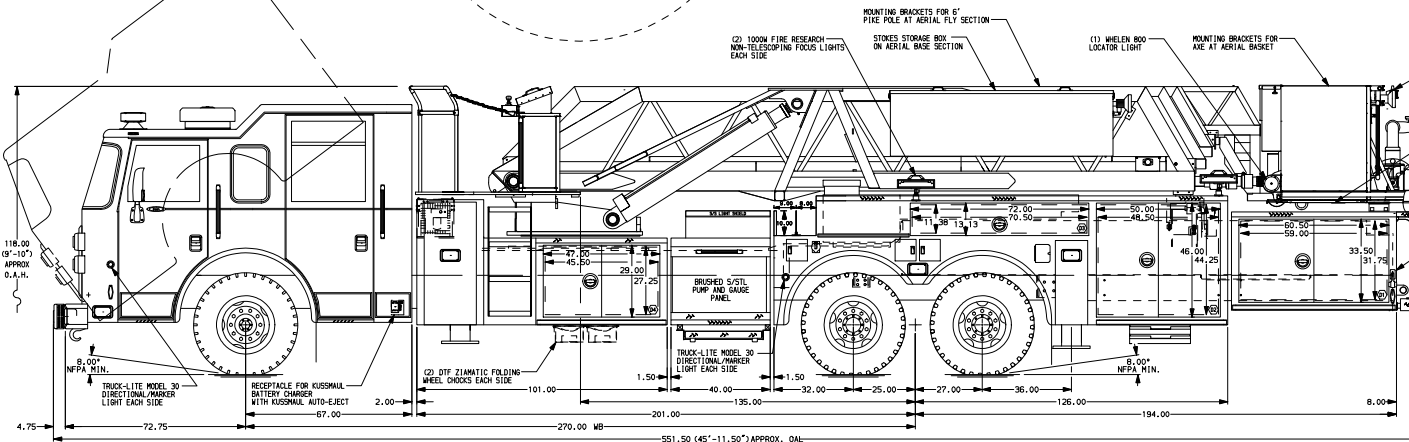
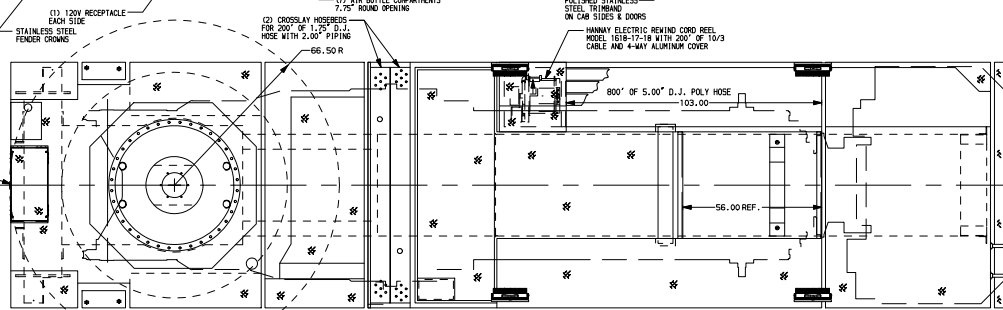
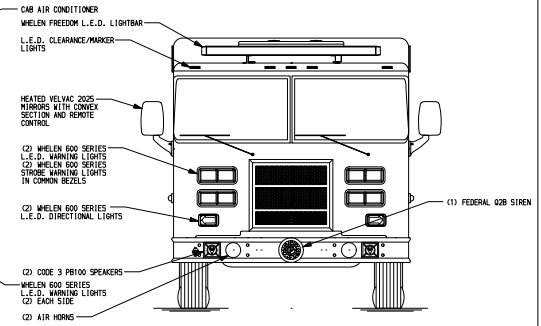
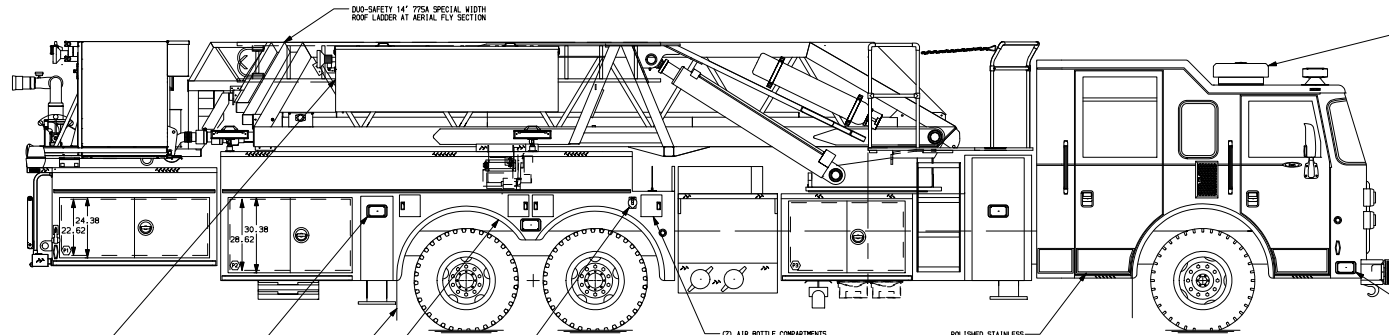
2. *The City Manager to facilitate the disposal of the previous Ladder 350 as the anticipated value of the truck is greater than \$5,000.*











ALUMINUM BODY

MAXIMUM O.A.L. 558.00"

MAXIMUM O.A.H. 118.00"

NOTE

DIMENSIONS SHOWN ARE APPROXIMATE AND ARE SUBJECT TO MINOR DEVIATIONS AS MAY OCCUR OR BE NECESSARY IN CONSTRUCTION.
MINOR DETAILS NOT SHOWN.

1. ONE FLOOD MOUNTED SLIDE-OUT TRAY IN COMPARTMENT 02 & P2
2. S/SPL SUPPLATE ON EACH CAB DOOR JAMB
3. MOUNTING BRACKETS FOR ANTENNAS LOCATED PER SHOP ORDER
4. BATTERY CHARGER LOCATED IN COMPARTMENT 04
5. S/SPL SUPPLATE ON BOTTOM EDGE OF DOOR FRAMING OF ALL BODY COMPARTMENTS
6. ONE ADJUSTABLE SHELF IN COMPARTMENTS P1, P2, P3, P1, 02 & 04
7. AIR OUTLET LOCATED AT DRIVER'S SIDE PUMP PANEL
8. CIRCUIT BREAKER PANEL IN COMPARTMENT 04
9. 110V POWER TO AERIAL TIP
10. AIR INLET LOCATED AT DRIVER'S SIDE PUMP PANEL

11. S/SPL SUPPLATE AROUND AIR BOTTLE COMPARTMENT OPENING
12. PERIMETER SCENE LIGHTS LOCATED PER SHOP ORDER
13. LYSICORD BRACKETS AT AERIAL BASE
14. BREATHING AIR TO AERIAL TIP
15. 200" OF 1.75" HOSE
16. ONE ADDITIONAL 6.00" DIAMETER LIGHT WITH TRACKS BELOW EACH ADJUSTABLE SHELF
17. ONE 200" RECEPTACLE LOCATED IN COMPARTMENT 02
18. MICROPHONE & SPEAKER COMPARTMENT ON DRIVER'S SIDE FRONT BULBHEAD
19. ONE HANDED ELECTRIC REELING CORD REEL MODEL 1618-17-18 IN COMP1, 02
20. WITH 200' OF 10/3 CABLE

21. S/SPL SUPPLATE AROUND AIR BOTTLE COMPARTMENT OPENING
22. PERIMETER SCENE LIGHTS LOCATED PER SHOP ORDER
23. LYSICORD BRACKETS AT AERIAL BASE
24. BREATHING AIR TO AERIAL TIP
25. 200" OF 1.75" HOSE
26. ONE ADDITIONAL 6.00" DIAMETER LIGHT WITH TRACKS BELOW EACH ADJUSTABLE SHELF
27. ONE 200" RECEPTACLE LOCATED IN COMPARTMENT 02
28. MICROPHONE & SPEAKER COMPARTMENT ON DRIVER'S SIDE FRONT BULBHEAD
29. ONE HANDED ELECTRIC REELING CORD REEL MODEL 1618-17-18 IN COMP1, 02
30. WITH 200' OF 10/3 CABLE

REV.	DATE	BY	CHK'D	DX6710
17JUN04	SSA	SHU		
28MAY04	SSA	SHU		

Pierce MANUFACTURING INC.		JOB NO.	15795
APRILTON, WISCONSIN		SCALE	1:24
TITLE		DATE	05APR04
FOR		DRAWN BY	SSA
95 FT. MIDMOUNT AERIAL PLATFORM & BODY ASSY (MPP95A)		CHK'D BY	05APR04
300 GALLON WATERTANK (15795P)		DATE	05APR04
CHESTER FIRE DISTRICT		SHEET NO.	1 OF 1
CHESTER, NEW YORK		SHEET SIZE	D

15795AD

CITY OF ST. JOHNS, MICHIGAN
REQUEST FOR COMMISSION ACTION
July 28, 2025 Commission Meeting

Department: Community Development	Attachments:	Submitted to CA for Review
Subject: Golf Cart Use - Proposed Ordinance	<input checked="" type="checkbox"/> <i>Draft Golf Cart Ordinance</i> <input checked="" type="checkbox"/> Resolution 31-2025 – Introduction of Golf Cart Ordinance <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
Prepared by: Chirs Khorey, Zoning Administrator - McKenna	Approved by: Chad A. Gamble, P.E., City Manager	

SUMMARY/HIGHLIGHT: The topic of the permitting golf cart use inside the City has recently come up again before the City Commission. It was suggested that certain revisions in version presented to the Commission at their May 2024 be made and presented at the July 2025 meeting.

The Planning Commission discussed this at their July 9, 2025 meeting. A few changes were made to the previous version and are incorporated into the version presented under this RCA for the Commissions consideration. Two issues are still outstanding. Those are what insurance can we require and or mandate, if any, as part of the possible registration of golf carts in the City, and should there be any additional restrictions on certain roads in the City other than streets with a speed limit greater than 30 mph and/or streets near the high schools.

BACKGROUND/DISCUSSION: While some community members has advocated for the legalization of golf carts, the City’s Police Department and Clinton County Ambulance have both advocated against. Points made in favor of golf carts include efficiency during busy events, reduced carbon emissions, providing a healthy recreational outlet for families, and enhancing the City’s character and reputation.

Based on the public comment, the Planning Commission developed the following policies, which are reflected in the draft Ordinance:

- Rely on the Michigan Vehicle Code for most safety rules and regulations (i.e. do not reinvent the wheel).
- Require safety related upgrades in order for a golf cart to be legally operable on St. Johns City streets. The list in the draft Ordinance is the full list of allowable requirements under the Michigan Vehicle Code. The Planning Commission may remove some requirements form the list prior to making a recommendation to the Commission.
- Prohibit golf carts on Clinton Avenue between State Street and Railroad Street.
- Prohibit golf carts on roads with speed limits over 30 MPH.
- Establish a City-wide 15 MPH speed limit for golf carts.
- Prohibit children under 3 years old from being passengers on golf carts.
- Prohibit animals from being passengers on golf carts.

STRATEGIC PLAN OBJECTIVE: Master Plan Transportation Goal #1 States: “Preserve and enhance the level of service circulation and safety of the road network to support all users in the community.” However, “all users” does not necessarily mean all modes of transportation. While automobiles, pedestrians, trucks, emergency vehicles, and bicycles should clearly be accommodated in the transportation system, other types of vehicles are subject to the review and regulation of the City Commission.

FISCAL IMPACT: Legalizing golf carts would create new public safety costs, but could also produce revenue if the City decides to charge for registration. There could also be indirect economic development benefits.

RECOMMENDATION: The Commission consider the newly revised golf cart ordinance, clarifications related to the insurance requirement, and the streets golf carts can operate on and use this discussion to discern whether or not to introduce the first reading of the proposed golf cart ordinance.

**CITY OF ST. JOHNS
ORDINANCE NO. __**

**AN ORDINANCE TO AMEND TITLE VII: TRAFFIC CODE
BY ADDING CHAPTER 75: GOLF CARTS**

An ordinance pursuant to Public Act 279 of 1909, as amended, and Public Act 300 of 1949, as amended, to permit and regulate the use and operation of golf carts in the City of St. Johns; to insure the public health, safety, and welfare; and to provide penalties for violations thereof.

THE CITY OF ST. JOHNS ORDAINS:

Section 1. Purpose

The purpose of this Ordinance is to adopt for the purpose of authorizing and regulating the operation of golf carts within the City to promote the health, safety, and welfare of persons operating golf carts within the City and to protect the safety of their passengers and other users of the road.

Section 2. Amendment to Title VII: Traffic Code

Title VII (entitled *Traffic Code*) of the Code of Ordinances of the City of St. Johns is amended to add Chapter 75 (entitled *Golf Carts*) as follows:

§. 75.01 Definitions

Decal means the sticker displayed on every registered golf cart within the City, which are obtained by completing and submitting the proper registration form to the City Police Department.

Driver license means an operator's or chauffeur's license or permit issued to an individual by the Secretary of State under Chapter III of the Michigan Vehicle Code, 1949 PA 300, MCL 257.301 to MCL 257.329, as amended, for that individual to operate a vehicle, whether or not conditions are attached to the license or permit.

Golf cart means a vehicle designed for transportation while playing the game of golf.

Maintained portion means that portion of a road improved, designated, or ordinarily used for vehicular traffic.

Operate means to ride in or on, or be in actual physical control of the operation of the golf cart.

Operator means a person who operates or is in actual physical control of the operation of a golf cart.

Registration means the process through which every person intending to operate a motorized golf cart on roads or streets within the City must follow.

Street means a road, roadway, street, or right-of-way within the City of St. Johns' street system, but does not include a private road. The terms road, roadway, street, and right-of-way are interchangeable.

Sunset and *sunrise* mean that time determined by the National Weather Service on any given day.

City means City of St. Johns, County of Clinton, State of Michigan.

§75.02 Operation of golf carts on City streets.

A person may operate a golf cart on City streets subject to the following regulations:

(A) Golf carts may only be operated on City streets from April 1 to November 15 of each year.

(B) A person shall not operate a golf cart on any street unless he or she is at least 16 years old and is licensed to operate a motor vehicle.

(C) The operator of a golf cart shall comply with the signal requirements of MCL 257.648, as amended, that apply to the operation of a vehicle.

(D) All golf carts operating on City streets must be equipped with the following functioning safety equipment:

1. At least 2 headlamps that comply with MCL 257.645.
2. At least 1 tail lamp that complies with MCL 257.686.
3. At least 1 stop lamp and 1 lamp or mechanical signal device that comply with MCL 257.697 and MCL 257.697b.
4. One exterior mirror on the driver's side of the golf cart and either 1 exterior mirror mounted on the passenger side of the golf cart or 1 interior mirror as required for low-speed vehicle-s by 49 CFR 571.500.
5. Brakes and a parking brake that comply with MCL 257.704.
6. A horn that complies with MCL 257.706.
7. A windshield that complies with MCL 257.708a.
8. A manufacturer's identification number permanently affixed to the frame of the golf cart.

9. Safety belts that comply with MCL 257.710a and that are used as required by MCL 257.710e.
- (E) Proof of a current insurance rider, via homeowners insurance policy, covering the golf cart must be presented.
- (F) All golf carts are required to have at least 1 red reflector on each side of the golf cart as far to the rear as practicable and 1 red reflector on the rear of the golf cart as required for low-speed vehicles by 49 CFR 571.500.
- (G) The operator of a golf cart shall obey all sections pertaining to traffic in the Michigan Vehicle Code and the Uniform Traffic Code.
- (H) A person operating a golf cart upon a roadway shall ride as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction.
- (I) A person shall not operate a golf cart on a state trunk line highway. This subsection does not prohibit a person from crossing a state trunk line highway when operating a golf cart on a street of the City, using the most direct line of crossing.
- (J) Where a usable and designated path for golf carts is provided adjacent to a road or street, a person operating a golf cart shall be required to use that path. A golf cart shall not be operated on a sidewalk constructed for the use of pedestrians.
- (K) A person operating a golf cart shall not pass between lines of traffic but may pass on the left of traffic moving in his or her direction in the case of a two-way street, or on the left or right of traffic, in an unoccupied lane, in the case of a one-way street.
- (L) A golf cart shall be operated at a speed not to exceed 15 miles per hour.
- (M) Golf carts shall not be operated on any of the following roadways, except to cross that roadway at an intersection:
- a. State Highways (e.g., M-21 and Business Route 127)
 - b. Clinton Avenue between State Street/M-21 and Walker Street.
 - c. Sickles Street West of Lansing Street
 - d. Any roadway with a speed limit greater than 30 miles per hour, except to cross that roadway or street.
- (N) A golf cart shall not be operated on the streets of the City during the time period from one-half hour before sunset to one-half hour after sunrise.
- (O) A golf cart shall not be used to carry more persons at one time than the number for which it is designed and equipped.

- (P) A golf cart shall not be operated during inclement weather or with snow and/or ice on the ground.
- (Q) Golf carts shall not be operated on a road or street in a negligent manner, endangering any person or property, or obstructing, hindering, or impeding the lawful course of travel of any motor vehicle. At no time shall a golf cart be operated on a public pathway or sidewalk. Golf carts, when operating in the public right of way, must remain on the street.
- (R) Off-road vehicles, such as Gators, all-terrain vehicles (ATVs), a multitrack or multi-wheel drive vehicle, dune buggy, or like-vehicles are not considered golf carts.
- (S) This section does not apply to a police officer or City officials, employees, contractors, or volunteers in the performance of City duties.

§75.03 Parking Regulations.

The parking, stopping, and standing regulations provided in the City Code shall also apply to golf carts operated in the City as if they are motor vehicles under those provisions.

§75.04 Registration and decals.

- (A) Golf cart owners shall register each golf cart on a biannual basis by making application to the City's Police Department. The City's Police Department may refuse to issue a registration decal if the applicant or the applicant's golf cart is in violation of this chapter, any portion of the City's Code, the Michigan Vehicle Code, or the Uniform Traffic Code. A list of registered golf carts shall be maintained by the City's Police Department and a copy provided to the City Manager.

There shall be no charge for the registration of a golf cart, and each approved golf cart shall be issued a registration decal. The golf cart owner shall affix each decal provided by the City's Police Department on the front of the golf cart directly under the driver's side of the windshield. The decal shall be valid for two years.

- (B) Failure to register a golf cart or renew an existing registration shall constitute a violation of this article.
- (C) The City's Police Department retains the right to refuse to issue and/or revoke any registration decal from any golf cart for any reason that is felt appropriate to ensure the safety and well-being of the citizens of City.
- (D) Any police officer may temporarily suspend any registration decal and ban further access on any public street or public property by any golf cart, when in the opinion of that officer, the golf cart is being used in a manner to cause damage to public property or members of the public.

- (E) The City Council reserves the right to waive the registration requirements of this ordinance for special events that utilize golf carts.

§75.05 Violations and penalties.

(A) Any person violating any provisions of this ordinance shall be responsible for a civil infraction. The penalty for the first offense shall be \$50.00, and \$100.00 for the first repeat offense. For any second or subsequent repeat offense, the fine shall be no more than \$250.00. The City has the right to revoke a golf cart permit for a period of 2 years after the third offense of violating this ordinance.

(B) A court may order a person who causes damage to the environment, a road, or other public property as a result of the operation of a golf cart to pay full restitution for that damage above and beyond the penalties paid for civil infractions.

Section 3. Validity and Severability.

If any portion of this Ordinance or its application to any person or circumstance shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications of the Ordinance which can be given effect without the invalid portion or applications, provided the remaining portions are not determined by the court to be inoperable, and to this end Ordinances are declared to be severable.

Section 4. Repealer.

All other ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

Section 5. Effective Date.

This Ordinance shall become effective twenty (20) days after notice of adoption is published in a newspaper of general circulation within the City.

Section 6. Sunset Date.

This Ordinance shall become void on January 1, 2027, unless extended prior to that date by the City Commission. The City further reserves the right to rescind this approval if in the future it is determined that the limited and regulated use of golf carts on the City's streets and highways has become a safety hazard or is deemed to be a nuisance.

CITY OF ST. JOHNS

RESOLUTION #31-2025 TO INTRODUCE AN ORDINANCE TO AMEND THE CITY OF ST. JOHNS CODE OF ORDINANCES REGARDING GOLF CARTS

At a regular meeting of the City Commission of the City of St. Johns, Clinton County, Michigan, held at the City Hall, in said City on the 28th day of July, 2025 at 6:00 p.m., Local Time.

Present: _____

Absent: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, pursuant to Public Act 279 of 1909, as amended, and Public Act 300 of 1949, as amended, the City is authorized by statute to adopt ordinances regulating the public health, safety, and general welfare of persons and property, including, but not limited to, ordinances concerning, use or registration of golf carts; and

WHEREAS, the City wishes to amend Title VII (entitled *Traffic Code*), Chapter 75 (entitled *Golf Carts*) of the Code of Ordinances to amend Section 75.02 to clarify vehicle safety requirements and the equipment necessary to operate golf carts on City streets, to amend Section 75.04 to specify the location registration decals should be placed on golf carts, and to amend Section 75.05 to reserve the City's right to revoke golf cart permits as needed; and

WHEREAS, pursuant to the "Ordinance" chapter of the City of St. Johns' Charter ("Charter"), the City has the authority to amend the Code of Ordinances; and

WHEREAS, pursuant to Section 5 of the "Ordinance" chapter of the Charter, the City desires to introduce Ordinance No. ____, An Ordinance Amending The City Of St. Johns Zoning Code Regarding Traffic Codes by Amending Chapter 75: Golf Carts.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of St. Johns as follows:

1. The City introduces Ordinance No.-_____, An Ordinance Amending The City Of St. Johns Zoning Code Regarding Traffic Codes by Amending Chapter 75: Golf Carts.
2. To the extent that any resolution or portion of resolution is inconsistent with this Resolution, such resolutions or portions of resolutions are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF CLINTON)

I, the undersigned, the duly qualified and acting Clerk of the City of St. Johns, Clinton County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Commission of said City at a regular meeting held on the 28th day of July, 2025.

Mindy J. Seavey, City Clerk

88044:00001:200399134-2

CITY OF ST. JOHNS, MICHIGAN
REQUEST FOR COMMISSION ACTION
July 28th, 2025 COMMISSION MEETING

Department: Fire Department	Attachments:	Submitted to CA for Review
Subject: <i>Fire Code Ordinance Amendment</i>	[X] <i>Updated Ordinance</i> [X] <i>Resolution #32-2025 to Introduce and Amendment to Ordinance</i>	[X] [X]
Prepared by: Kevin Douglas, Fire Chief	Approved by: Chad A. Gamble, P.E., City Manager	

SUMMARY/HIGHLIGHT: This request seeks the City Commission's approval to adopt the 2021 edition of the International Fire Code (IFC), including Appendix Chapters A, B, C, D, and I, and to amend Title IX, Chapter 91: Fire Prevention of the City of St. Johns Code of Ordinances. This critical update will replace the outdated 1990 BOCA Fire Code, significantly enhancing the City's ability to safeguard life and property from fire and explosion hazards. Key amendments include updated definitions, clarification on permits, revised penalties for violations, and explicit prohibitions on open burning and residential incinerators.

BACKGROUND/DISCUSSION: The City of St. Johns currently operates under the 1990 BOCA Fire Code, which is over three decades old and no longer adequately addresses modern fire prevention, safety standards, and technological advancements in building materials and hazardous substances. The International Fire Code (IFC) is a comprehensive model code widely adopted across the United States, providing up-to-date regulations for fire safety.

The proposed Ordinance amends Chapter 91, §91.01 of the City Code to formally adopt the 2021 IFC. This adoption will ensure that the City's fire prevention regulations align with current industry best practices and national standards. The new code will govern the safeguarding of life and property from fire and explosion hazards arising from the storage, handling, and use of hazardous substances, materials, and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises.

The transition from the 1990 BOCA Fire Code to the 2021 IFC represents a significant modernization of the City's fire safety regulations. The 2021 IFC incorporates lessons learned from fire incidents, advancements in fire suppression technology, and improved understanding of fire behavior and hazardous materials. This will provide the City's Fire Department with more robust tools and clearer guidelines for enforcement, ultimately leading to a safer community.

STRATEGIC PLAN OBJECTIVE: The Fire Code updates with the following key objectives of the cities Strategic Plan:

- **Land Use Goal #1:** Accommodate a diverse, strong commercial and office base that serves the needs of residents and businesses within the community.

- **Neighborhood Goal #1:** Preserve, Protect, and Enhance the integrity, economic viability and livability of St. John's neighborhoods.

FISCAL IMPACT: The primary fiscal impact associated with adopting the 2021 International Fire Code will be related to:

- **Initial Training:** Potential costs for training Fire Department personnel and other relevant City staff on the updated code provisions. These costs are anticipated to be minimal, as many fire professionals are already familiar with IFC standards.
- **Enforcement and Administration:** The updated code may lead to a slight increase in administrative duties related to permit issuance and inspections, though this is expected to be absorbed within existing departmental budgets. The revised penalty structure (Section 112.4) may generate some revenue from civil infractions, which could partially offset administrative costs.
- **Reduced Fire Losses:** While difficult to quantify precisely, a more robust and modern fire code is expected to lead to a reduction in fire incidents, property damage, and associated emergency response costs over the long term.

Overall, the fiscal impact is anticipated to be manageable and outweighed by the long-term benefits of enhanced public safety and reduced fire-related losses.

RECOMMENDATION: *Staff recommends the City Commission adopt Resolution #32-2025 to introduce the proposed ordinance amendment to update the Fire Code from the The BOCA National Fire Prevention Code 1990 Version to the 2021 International Fire Code with the proposed changes.*

**CITY OF ST. JOHNS
CLINTON COUNTY, MICHIGAN
ORDINANCE NO. _____**

AN ORDINANCE TO AMEND TITLE IX, CHAPTER 91: FIRE PREVENTION OF THE CITY OF ST. JOHNS CODE OF ORDINANCES AND TO ADOPT THE 2021 EDITION OF THE INTERNATIONAL FIRE CODE, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES FROM CONDITIONS HAZARDOUS TO THE LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CITY OF ST. JOHNS: TO AMEND CERTAIN PROVISIONS THEREOF CONCERNING PERMITS; TO ESTABLISH PENALTIES FOR THE VIOLATION OF THE ORDINANCE; TO ADD DEFINITIONS; TO PROHIBIT OPEN BURNING; TO PROHIBIT INDOOR INCINERATORS; TO ADOPT A SAVINGS PROVISION; TO REPEAL ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

THE CITY OF ST. JOHNS, CLINTON COUNTY, MICHIGAN, ORDAINS:

Section 1. Amendment to Title IX: General Regulations, Chapter 91: Fire Prevention, §91.01.
Chapter 91, §91.01 of the City Code is amended in its entirety to read as follows:

§91.01 - Adoption of the International Fire Code.

(A) The *International Fire Code*, 2021 edition, including Appendix Chapters A, B, C, D, and I (see *International Fire Code* Section 101.2.1, 2021 edition), as published by the International Code Council, is hereby adopted as the Fire Code of the City of St. Johns in the State of Michigan for the purpose of:

(1) prescribing regulations governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling, and use of hazardous substances, materials, and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; and

(2) providing for the issuance of permits and collection of fees therefor.

(B) A complete copy of the Fire Code is available for public use and inspection in the Office of the City Clerk.

(C) From the date on which the ordinance is set forth in this section shall take effect, the provisions of the Fire Code shall be controlling within the limits of the City.

Each and all of the regulations, provisions, penalties, conditions, and terms of said Fire Code on file in the Office of the City Clerk are hereby referred to, adopted, and made a part hereof, as if fully set out in this legislation, with the additions, insertions, deletions and changes, if any, set forth herein.

Section 2. Amendment to Title IX: General Regulations, Chapter 91: Fire Prevention, §91.05.
Chapter 91, §91.05 of the City Code is amended in its entirety to read as follows:

§91.05 – Changes in Code.

The following articles, sections and subsections of the Fire ~~Prevention~~ Code herein adopted are amended or deleted as set forth and additional sections and subsections are added as indicated. Subsequent section numbers used in this chapter shall refer to the like numbered sections of the Fire ~~Prevention~~ Code.

(A) Section 101.1 “TITLE.” Amended to read as follows:

101.1 Title. These regulations shall be known as the Fire Code of the City of St. Johns, hereinafter referred to as “this code.”

(B) Section 103.1, “CREATION OF AGENCY.” Amended to read as follows:

103.1 Creation of agency. The City of St. Johns Fire Department is hereby created and the official in charge thereof shall be known as the fire code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

(C) Section 105.1.1, “PERMITS REQUIRED.” Amended to read as follows:

105.1.1 Permits Required. Permits required by this Code shall be obtained from the Fire Code Official. Permit and inspection fees, in an amount which shall be established from time to time by Resolution of the City of St. Johns Board of trustees shall be paid prior to the issuance of the permit. Issued Permits shall be kept on the premise designated therein at all times and shall be readily available for inspection by The Fire Code Official.

(D) Section 112, “VIOLATIONS.” Amended to read as follows:

112.4 Violation Penalties. Persons who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Code Official or of a permit or certificate issued under provisions of this Code shall be responsible for a civil infraction, punishable by a fine not less than Fifty and no/100 Dollars (\$50.00) or greater than Five Hundred and no/100 Dollars (\$500.00); or, in the alternative, be guilty of a misdemeanor, punishable by a fine of not more than \$500.00 or by imprisonment not exceeding ninety-three (93) days or both such fine and imprisonment. Each day the violation continues shall be

deemed a separate offense. In addition, fire response costs incurred by the City of St. Johns shall be paid to the City of St. Johns Pursuant to the provisions of MCL 41.806a.

(E) Section 112.4.1, “ABATEMENT OF VIOLATION.” Amended to read as follows:

112.4.1 Abatement of Violations. In addition to the imposition of the penalties herein described, the Fire Code Official is authorized to institute appropriate action to prevent unlawful construction or to restrain, correct or abate a violation; to prevent illegal occupancy of a structure or premises; or to stop an illegal act, conduct of business or occupancy of a structure or about any premise.

(F) Section 112.4.2, “OTHER REMEDIES.” Amended to read as follows:

112.4.2 Other Remedies. In addition to any other remedies available at law, the township may bring an action for an injunction or other process against a person to restrain, prevent or abate any violation of this Ordinance.

(G) Section 302.1, “DEFINITIONS.” Amended, in part, to read as follows:

302.1 Definitions.

Permit shall mean the authorization granted by the Fire Chief, his/her designee, or the Fire Code Official pursuant to the criteria established in this Ordinance, including, but not limited to, weather conditions, and any other basis relative to health, safety and welfare of Township residents.

Recreational Fire shall mean an outdoor fire burning only seasoned firewood, where the fuel being burned is not contained to an incinerator, outdoor fireplace, barbecue grill or barbeque put and has a total fuel area of 3 feet (914mm) or less in diameter and 2 feet (610 mm) or less in height for pleasure, religious, ceremonial, cooking, warmth or similar purposes.

Training Burn shall mean any fire set by the Fire Chief, or his/her designee, for the purpose of training a member of the Fire Department in techniques of fire control, management, or prevention.

(H)Section 307, “OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES.” Amended, in part, to read as follows:

307.1 General. A person shall not kindle or maintain or authorize to be kindled or maintained any open burning at any time within the city limits.

307.2 *Permits.* No permits shall be issued for open burning.

307.2.1 *Authorization.* Open burning shall not be authorized at any time.

307.4 *Recreational Fires.* Recreational fires shall not be conducted within twenty-five (25) feet of a structure or a combustible material unless the fire is contained in a barbeque pit. Conditions which could cause a fire to spread within 25 feet of a structure shall be eliminated prior to ignition. Recreational fires that will be offensive or objectionable due to smoke or odor emissions when atmospheric conditions or local circumstances make such fires hazardous shall be prohibited.

307.5 *Attendance.* Open burning, bonfires or recreational fires shall be constantly attended until the fire is extinguished. A minimum of one (1) portable fire extinguisher complying with Section 906, with a minimum 4-A rating or other approved on-site fire extinguishing equipment, such as dirt, sand, water barrel, garden hose, or water truck, shall be available for immediate utilization.

(I) Section 605.8.1, “RESIDENTIAL INCINERATORS.” Amended to read as follows:

605.8.1 *Residential Incinerators.* Residential Incinerators are prohibited.

Section 3. Repealer Clause

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause

This Ordinance shall in no manner affect pending litigation, either civil or criminal, founded or growing out of any Ordinance, Resolution, Order, or parts hereof, hereby repealed, and this Ordinance shall in no manner affect any rights, claims, privileges, immunities, or causes of action of the City, or other person, either criminal or civil, that may have already occurred, accrued, or grown out of any Ordinance, Resolution, Order, or policy, or any part thereof, hereby repealed.

Section 5. Validity and Severability

Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of this Ordinance.

Section 6. Effective Date

This Ordinance shall be effective twenty (20) days from and after its adoption by the City of St. Johns City Commission and after its publication.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

As the City Clerk of the City of St. Johns, Clinton County, Michigan, I certify that this is a true and complete copy of an ordinance adopted by the St. Johns City Commission at a regular meeting held on August __, 2025.

Scott Dzurka, Mayor

Mindy J. Seavey, Clerk

88044:00001:201574485-1

CITY OF ST. JOHNS

RESOLUTION #32-2025 TO INTRODUCE AN ORDINANCE TO AMEND TITLE IX, CHAPTER 91: FIRE PREVENTION OF THE CITY OF ST. JOHNS CODE OF ORDINANCES AND TO ADOPT THE 2021 EDITION OF THE INTERNATIONAL FIRE CODE, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES FROM CONDITIONS HAZARDOUS TO THE LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CITY OF ST. JOHNS: TO AMEND CERTAIN PROVISIONS THEREOF CONCERNING PERMITS; TO ESTABLISH PENALTIES FOR THE VIOLATION OF THE ORDINANCE; TO ADD DEFINITIONS; TO PROHIBIT OPEN BURNING; TO PROHIBIT INDOOR INCINERATORS; TO ADOPT A SAVINGS PROVISION; TO REPEAL ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

At a regular meeting of the City Commission of the City of St. Johns, Clinton County, Michigan, held at the City Hall, in said City on the 28th day of July 2025 at 6:00 p.m., Local Time.

Present: _____

Absent: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the City of St. Johns (“City”) has previously adopted an ordinance regulating and governing conditions hazardous to life and property within the city limits by fire or explosion; and

WHEREAS, the City now desires to amend Title IX (*General Regulations*), Chapter 91 (*Fire Prevention*) of the Code of Ordinances of the City of St. Johns, to allow the City to establish clear regulations governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling, and use of hazardous substances, materials, and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided in addition to providing for the issuance of permits and collection of fees therefor; and

WHEREAS, pursuant to the “Ordinances” chapter of the City of St. Johns Charter (“Charter”), the City has the authority to amend its Code of Ordinances; and

WHEREAS, pursuant to Section 5 of the Charter, the City desires to introduce Ordinance No. _____, An Ordinance to Amend Title IX: General Regulations, Chapter 91: Fire Prevention

("Ordinance"); and

WHEREAS, the City now desires to introduce the Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of St. Johns as follows:

1. The City introduces Ordinance No._____, An Ordinance An Ordinance to Amend Title IX: General Regulations, Chapter 91: Fire Prevention.
2. To the extent that any resolution or portion of resolution is inconsistent with this Resolution, such resolutions or portions of resolutions are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

)

COUNTY OF CLINTON)

I, the undersigned, the duly qualified and acting Clerk of the City of St. Johns, Clinton County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Commission of said City at a regular meeting held on the 28th day of July, 2025.

Mindy Seavey, City Clerk

CITY OF ST. JOHNS, MICHIGAN
REQUEST FOR COMMISSION ACTION
July 28, 2025

Department: Police	Attachments: Ordinance to Readopt the Michigan Motor Vehicle Code	Submitted to CA for Review
Subject: <i>Readoption of the Michigan Motor Vehicle Code.</i>	[X] Proposed ordinance to readopt Michigan MVC including a provision for enforcement of high BAC. [X] Resolution #33-2025 to Introduce Ordinance	X X
Prepared by: David Kirk, Chief of Police	Approved by: Chad A. Gamble, P.E., City Manager	

SUMMARY/HIGHLIGHT: As part of transitioning to a new City Attorney for prosecutorial services, it was discovered that there was not currently a city ordinance which adopts the Michigan Motor Vehicle Code. In order for our department to realize the full utility of the Motor Vehicle code, an ordinance indicating its adoption is necessary.

BACKGROUND/DISCUSSION: When the Harkness Law Firm assumed prosecutorial duties, all pending cases were reassigned and reviewed. A case that clearly illustrates the application of the requested ordinance adoption was an operating while intoxicated investigation in which the operator's blood alcohol content qualified them for an enhanced charge of High Blood Alcohol Content. As the process to enhance the charge was initiated, it was discovered that there was not an ordinance adopting the Motor Vehicle Code currently in place. Without it, the enhancement offered in the Motor Vehicle Code could not be utilized. With the requested ordinance in place, our agency will be able to utilize all aspects of the current code as well as any modifications or additions to it moving forward.

STRATEGIC PLAN OBJECTIVE: Adoption of the ordinance will align the Police Department with the contemporary best practice and accreditation standards related to this function.

FISCAL IMPACT: The creation and proposal of the recommended ordinance was executed as part of the contractual agreement with the Harkness Law Firm. Funding for those services has been approved and budgeted within expense line item 101-301-804.806 (Legal/Audit).

RECOMMENDATION: *Staff recommends the City Commission approve Resolution #33-2025 to introduce the proposed ordinance to adopt the Michigan Motor Vehicle for inclusion in the ordinances of The City of St. Johns.*

CITY OF ST. JOHNS

ORDINANCE NO. _____ AN ORDINANCE TO READOPT THE MICHIGAN MOTOR VEHICLE CODE

THE CITY OF ST. JOHNS ORDAINS:

Section 1. Amendment to Title VII: Traffic Code, Chapter 70: General Provisions, Section 70.02 to Re-Adopt the Michigan Motor Vehicle Code. The City amends Title VII, Chapter 70, Section 70.02 to read as follows:

“§70.02 ADOPTION OF MICHIGAN MOTOR VEHICLE CODE.

~~The Michigan Vehicle Code, Public Act 300 of 1949, being M.C.L.A. §§ 257.1 through 257.909, as amended from time to time, except as herein modified is, pursuant to Public Act 10 of 2010, adopted as the St. Johns Motor Vehicle Ordinance.~~

~~(A) The Michigan Motor Vehicle Code (MCL § 257.1 et seq.), and all amendments effective as of the date this ordinance is adopted, is hereby re-adopted and incorporated by reference, including all amendments thereafter made to the Michigan Motor Vehicle Code. Amendments made to the Michigan Motor Vehicle Code shall become effective as adopted by reference herein effective the same date they become effective in the Michigan Motor Vehicle Code. The penalties and procedures prescribed pursuant to the Michigan Motor Vehicle Code are applicable to violations thereof occurring in the City of St. Johns.~~

~~(B) Section 625(1)(C) of the Michigan Motor Vehicle Code, 1949 PA 300, MCL § 257.625, is specifically adopted and incorporated by reference, including all amendments thereafter made to such section. A violation of the prohibited conduct in § 625(1)(C), which has been adopted in this section, is a misdemeanor punishable by one or more of the following:~~

- ~~i. Community service for not more than 360 hours.~~
- ~~ii. Imprisonment for not more than 180 days.~~
- ~~iii. A fine of not less than \$200 or more than \$700.”~~

Section 2. Recission of Obsolete Ordinances

Sections 70.04 and 70.99 of the City of St. Johns Code of Ordinances are hereby rescinded and reserved for future use.

Section 3. Validity and Severability

Should any portion of this Ordinance be found invalid for any reason, such holding shall not be construed as affecting the validity of the remaining portions of this Ordinance.

Section 4. Repealer

Any ordinances or parts of ordinances in conflict herewith are hereby repealed but only to the extent necessary to give this Ordinance full force and effect.

Section 5. Effective Date

This Ordinance shall become effective twenty (20) days after final approval.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION As the duly elected Mayor and Clerk of the City of St. Johns, Clinton County, Michigan, we certify that this is a true and complete copy of an ordinance adopted by the St. Johns City Commission at a regular meeting held on _____, 2025.

Scott Dzurka, Mayor

Mindy J. Seavey, Clerk

CITY OF ST. JOHNS

**RESOLUTION #33-2025 TO INTRODUCE AN ORDINANCE TO AMEND TITLE VII:
TRAFFIC CODE, CHAPTER 70: GENERAL PROVISIONS OF THE CITY OF ST.
JOHNS CODE OF ORDINANCES REGARDING THE READOPTION OF THE
MICHIGAN MOTOR VEHICLE CODE**

At a regular meeting of the City Commission of the City of St. Johns, Clinton County, Michigan, held at the City Hall, in said City on the 28th day of July at 6:00 p.m., Local Time.

Present: _____

Absent: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the City of St. Johns (“City”) has previously adopted an ordinance adopting and incorporating the Michigan Motor Vehicle Code as the St. Johns Motor Vehicle Ordinance; and

WHEREAS, the City now desires to amend Title VII (*Traffic Code*), Chapter 70 (*General Provisions*) of the Code of Ordinances of the City of St. Johns, to allow the City to adopt the latest version of the Michigan Motor Vehicle Code to ensure compliance with all current State enforcement measures and mechanisms within the City’s jurisdiction; and

WHEREAS, pursuant to the “Ordinances” chapter of the City of St. Johns Charter (“Charter”), the City has the authority to amend its Code of Ordinances; and

WHEREAS, pursuant to Section 5 of the Charter, at its meeting on November 25, 2024, the City desires to introduce Ordinance No._____, An Ordinance to Amend Title VII: Traffic Code, Chapter 70: General Provisions to Readopt the Michigan Vehicle Code (“Ordinance”); and

WHEREAS, the City now desires to introduce the Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of St. Johns as follows:

1. The City introduces Ordinance No._____, An Ordinance to Amend Title VII: Traffic Code, Chapter 70: General Provisions to Readopt the Michigan Vehicle Code.
2. To the extent that any resolution or portion of resolution is inconsistent with this Resolution, such resolutions or portions of resolutions are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

)

COUNTY OF CLINTON)

I, the undersigned, the duly qualified and acting Clerk of the City of St. Johns, Clinton County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Commission of said City at a regular meeting held on the 28th day of July, 2025.

Mindy Seavey, City Clerk