CITY OF ST. JOHNS

CITY COMMISSION MINUTES

SEPTEMBER 22, 2025

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

COMMISSIONERS PRESENT:	Eric Hufnagel, Brad Gurski, Scott Dzurka, Chris Hyzer, Chris DeLiso
COMMISSIONERS ABSENT:	None
STAFF PRESENT:	Mindy J. Seavey, City Clerk; Kristina Kinde, City Treasurer; Justin Smith, Director of Public Services; Anne Seurynck, City Attorney; Jake VanBoxel, McKenna

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

Commissioner DeLiso asked that item i. Water Department Meter Truck be taken off the consent agenda.

Commissioner Hyzer asked to remove item g. Fire Department AED Purchase and Finance Agreement from the consent agenda.

Mayor Dzurka removed item a. Approval of Minutes for a correction.

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the consent agenda be approved as amended.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

b. Receipt of Warrants

Motion by Commissioner Gurski seconded by Commissioner Hyzer that warrants be approved as presented in the amount of $4,345,780.50.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

c. Set Halloween Trick-or-Treat Hours

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission set the Halloween trick-or-treat hours for Friday, October 31, 2025 between the hours of 6:00 p.m. and 8:00 p.m. with the beginning and ending of the candy-gathering period to be signaled by the fire whistle.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

d. Wolverine as Needed Professional Services Agreement Renewal

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the Wolverine Engineering as Needed Professional Services Agreement Two Year Extension and authorize the Mayor to sign.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

e. Briggs District Library Reappointment

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission reappoint Kimberly Skorna residing at 502 Vauconsant, St. Johns, MI 48879 to the Briggs District Library Board expiring December 31, 2029.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

f. GIS Mapping and Data Integration Assistance

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the agreement with Spicer Group in the amount of $9,000.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

h. Michigan DNR Mutual Aid Fire Control Agreement

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission authorize the Mayor and Fire Chief to sign the Michigan DNR Mutual Aid Fire Control Agreement.

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

j. MML Liability & Property Pool – Pool Director Election

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission cast votes for the two director candidates running for the two 3-year terms.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

AGENDA

Mayor Dzurka asked if there were any additions or deletions to the agenda. He added item #4 – Fantasy Forest Warranty; #5 – Railcar Disposition; #6 – Water Department Meter Truck; #7 - Fire Department AED; and #8 – Approval of Minutes Under New Business.

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

AGENDA

A. OPENING:

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

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

~~a. Approval of Minutes~~ *(Moved to Agenda)*
~~-Regular meeting minutes of August 25, 2025~~

b. Receipt of Warrants
-In the amount of $4,345,780.50

c. Set Halloween Trick-or-Treat Hours
-Staff recommends the city commission set the Halloween trick-or-treat hours for Friday, October 31, 2025 between the hours of 6:00 p.m. and 8:00 p.m. with the beginning and ending of the candy-gathering period to be signaled by the fire whistle.

d. Wolverine as Needed Professional Services Agreement Renewal

-Staff recommends the city commission approve the Wolverine Engineering as Needed Professional Services Agreement Two Year Extension and authorize the Mayor to sign.

e. Briggs District Library Reappointment
-Staff recommends the city commission reappoint Kimberly Skorna residing at 502 Vauconsant, St. Johns, MI 48879 to the Briggs District Library Board expiring December 31, 2029.

f. GIS Mapping and Data Integration Assistance
-Staff recommends the city commission approve the agreement with Spicer Group in the amount of $9,000.

~~g. Fire Department AED Purchase and Finance Agreement~~ *(Moved to Agenda)*
~~-Staff recommends the city commission authorize the Fire Department to purchase 6 new AED's from Stryker for a cost of $11,303.80 and authorize the mayor to sign the financing agreement pending approval by City Legal Counsel.~~

h. Michigan DNR Mutual Aid Fire Control Agreement
-Staff recommends the city commission authorize the Mayor and Fire Chief to sign the Michigan DNR Mutual Aid Fire Control Agreement.

~~i. Water Department Meter Truck~~ *(Moved to Agenda)*
~~-Staff recommends the city commission approve the purchase of the new water department meter truck from Young's Chevrolet in the amount of $47,874.00.~~

j. MML Liability & Property Pool – Pool Director Election
-Staff recommends the city commission cast votes for the two director candidates running for the two 3-year terms.

4. Approval of Agenda:

B. PUBLIC HEARINGS:

C. PRESENTATIONS:

D. PERSONS WISHING TO PRESENT TESTIMONY:

1. Public comment - agenda & non-agenda items

E. COMMUNICATIONS:

F. OLD BUSINESS:

1. Resolution #35-2025 – Resolution to Adopt Fire Code Ordinance Amendment
2. Resolution #39-2025 - Resolution to Adopt Zoning Ordinance Amendment – Vendor Trucks
3. BS&A Cloud Upgrade

G. NEW BUSINESS:

1. Resolution #40-2025 - Resolution to Introduce – Ordinance Regarding Sidewalk Cafes and Outdoor Seating Areas

2. Resolution #41-2025 - to Distribute the Master Plan and Parks and Recreation Plan for St. Johns
3. SCBA Compressor and Fill Station and Financing
4. Fantasy Forest Warranty *(Added to Agenda)*
5. Railcar Disposition *(Added to Agenda)*
6. Water Department Meter Truck *(Moved from Consent Agenda)*
7. Fire Department AED Purchase and Finance Agreement *(Moved from Consent Agenda)*
8. Approval of Minutes *(Moved from Consent Agenda)*
9. City Manager Comments
10. Commissioner Comments

H. ADJOURNMENT:

YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

PUBLIC HEARINGS

PRESENTATIONS

PERSONS WISHING TO PRESENT TESTIMONY

1. Public Comment

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

Heather Hanover was present to discuss the changes to the fire ordinance. She discussed cost implications for property owners and said it would be nice to see the building inspector look at it. She also asked the commission to reconsider the permit cost for a special event permit. She said they are usually done by volunteers and non-profits. She said the Fall Feastival is not going on due to health issues, but they are having a Harvest Festival this weekend.

COMMUNICATIONS

OLD BUSINESS

1. Resolution #35-2025 – Resolution to Adopt Fire Code Ordinance Amendment

Fire Chief Douglas discussed information that was requested at the last meeting: other municipalities in the county with an adopted fire code: Dewitt Township has 2021 code; Bath Township is under the 2009 code; and Clinton County uses the 2021 MI building Code (doesn't have an adopted fire code). He said in the packet was the section about the board of appeals process; the update from the 2015 edition was carbon monoxide alarms were put in. He discussed Ms. Hanover's point: if occupancy is already in place and there is no change of occupancy, it would not cause any sprinklers to be installed. If buildings are under a certain size they don't need a sprinkler, 10,000 s.f. and above need a sprinkler for the facility. CO detector changes in 2015 and model the 2015 and 2021 MI Building Code for new builds as well as existing occupancies (no change from county building department).

There was a discussion of:

- CO detectors.
    - Not required for residential, why just for landlords.
        - Fire code only covers commercial occupancies; code gives clarity on location.
- Biggest changes: sprinkler systems; radio coverage for first responders (ex. in Glanbia and schools because of being block buildings); Knox box is already in a city ordinance; and the update from 1990 building standards.
- Some are duplications of the building code.
    - Carbon monoxide detectors.
- What liability does the city have if we don't adopt a more modern code?
    - City Attorney Seurynck said she would need to look into the liability.
- Whether the building code we already have is sufficient to address issues.
    - With the building code if the Fire Chief finds a violation, he has no authority since he isn't the building inspector.
        - The city contracts with Clinton County for building inspection services, is there any mandate for the county to take action on issues?
- How many others have codes newer than 1990.
    - Bath, Dewitt Township and City of St. Johns are the only 3 in Clinton County to adopt a fire code.

Motion by Commissioner Hyzer seconded by Commissioner Gurski that the city commission table this issue until we get further clarification from the city attorney on liability.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

2. Resolution #39-2025 - Resolution to Adopt Zoning Ordinance Amendment – Vendor Trucks

Jacob VanBoxel, McKenna, discussed this would create a new subsection allowing vendor trucks as a temporary use, and a definition section addition.

There was a discussion of:
- Vendor trucks that are on private property.

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission adopt Resolution #39-2025 an Ordinance to Amend Title 15, Land Usage, Chapter 155 of the Zoning Code of the City of St. Johns.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

3. BS&A Cloud Upgrade

Treasurer Kinde discussed: the last meeting; switching to Cloud version; approval of the contract for us to move forward; pay $5,000 this fiscal year and pay remaining in next fiscal year; and get on their schedule.

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the contract with BS&A for BS&A Cloud Upgrade with implementation to begin in the 2026/27 fiscal year and authorize the Mayor to sign.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

NEW BUSINESS

1. Resolution #40-2025 - Resolution to Introduce – Ordinance Regarding Sidewalk Cafes and Outdoor Seating Areas

Jacob VanBoxel, McKenna, discussed a proposed amendment to sidewalk cafes: changes title; biggest issue with current language is allowable by special land use permit, this would change it to allow by approval of the zoning administrator; restricts hours of operation; and strikes section E (planning commission felt it was redundant); and the planning commission will continue to work through regulations.

There was a discussion of:

- Instead of two ordinance changes, wait until both pieces are ready.
    - The summer months are over.
    - Cost for publishing ordinances.

There was no action taken.

2. Resolution #41-2025 - to Distribute the Master Plan and Parks and Recreation Plan for St. Johns

Mayor Dzurka discussed: this is the action to distribute the master plan and recreation plan for the City of St. Johns; there's a timeline of events to open it to the general public for their feedback; hope that we can wrap this up by the end of the year; the planning commission; and October 27th will be the open house.

Motion by Commissioner Hufnagel seconded by Commissioner DeLiso that the city commission adopt Resolution #41-2025 - a Resolution to Distribute the Master Plan and Parks and Recreation Plan for St. Johns.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

3. SCBA Compressor and Fill Station and Financing

Fire Chief Douglas discussed: there is $36,000 budgeted to replace a SCBA compressor (1986); proposal ($36,000 down payment; year 2 pay $15,398.60 to finish off project); cost savings on shipping and install if we do both; CIP (Capital Improvement Plan) for 2026; and there is a lot of what we have that can be reused.

There was a discussion of:
- Financing.
    - Budget adjustment instead.
- Ask for cash discount.

Motion by Commissioner Gurski seconded by Commissioner DeLiso that the city commission authorize staff to proceed with the purchase of an Arctic Compressor and Fill Station from MacQueen and direct staff to prepare a budget adjustment.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

4. Fantasy Forest Warranty

Mayor Dzurka said we need to complete warranty paperwork and want to make sure there is direction for the mayor to sign.

Attorney Seurynck said Scott Hogan gave his comments this afternoon.

Deputy City Manager Kinde discussed monthly inspections, unauthorized alteration voids warranty, and a small change in the language we need to get back to the vendor on.

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the warranty document.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

5. Railcar Disposition Option

Mayor Dzurka said we had an RFP out.

Deputy City Manager Kinde said we originally didn't receive any responses in time. We received an email from Railmark and they said they were going to place a bid but didn't. Samantha reached out to them and they proposed two options. In the request, they want six months to remove them. We did receive a grant in May with a $50,000 match and this sale will go towards the matching funds.

There was a discussion of:

- Clause regarding any fixtures.
- Storage items in the railcars; Heather got in touch with the museum.
- How that affects the funds that the arts council provided?
    - We received $14,000 from the Arts Council and set those funds aside for matching funds for renovating the other two cars.

Motion by Commissioner Hyzer seconded by Commissioner Gurski that the city commission approve option 2 and authorize the city attorney to come up with an agreement with Railmark.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

6. Water Department Meter Truck

Commissioner DeLiso said this was approved in the CIP (Capital Improvement Plan), but that doesn't necessarily mean it is prudent or necessary especially in light of other expenses we have had. The BS&A expenditure we didn't have planned. He also asked about disposition of the truck.

Deputy City Manager Kinde said the General Fund is a separate fund from the Water & Sewer Fund and the majority of the budget adjustments have been in the General Fund.

Director Smith said we have now implemented an equipment replacement plan and haven't had a plan in quite a long time. Everything brought forward for approval is 12-15 years old. He said this is for a dual purpose, the car that our code enforcement officer had been driving is a former police car that has needed repairs that are beyond the cost of the vehicle. This truck will be transitioned for her to use. In the General Fund, we don't have funds available to replace the vehicle for her. He mentioned the great job that was done in reducing the initial cost from what was estimated.

Motion by Commissioner Hufnagel seconded by Gurski that the city commission approve the purchase of the new water department meter truck from Young's Chevrolet in the amount of $47,874.00.
YEA: Hufnagel, Gurski, Dzurka
NAY: Hyzer, DeLiso
Motion carried.

7. <u>Fire Department AED Purchase and Finance Agreement</u>

Commissioner Hyzer said we are getting rid of 2 AED's and purchasing 6. He asked where they were located previously and where in the future.

Fire Chief Douglas said we currently have three AED's: one in our command vehicle that our command officers have at night; one is on the engine; the other one is dead on the shelf. The current ones are 15 plus years old. The six new ones will be on all fire department apparatus (required by MIOSHA).

Motion by Commissioner DeLiso seconded by Commissioner Hufnagel that the city commission authorize the Fire Department to purchase 6 new AEDs from Stryker for a cost of $11,303.80 and authorize the mayor to sign the financing agreement pending approval by City Legal Counsel.

Commissioner Hyzer asked why we are financing? He discussed the 0% interest but said it is a lot of staff work to finance.

There was a discussion regarding the number of AED's.

Fire Chief Douglas discussed the requirement and MIOSHA's fees.

Deputy City Manager Kinde said it requires more accounting work, and we are only talking about $7,000 since there is $4,500 in the line item he is using.

Commissioner Hufnagel asked about the loss/return on money invested.

Deputy City Manager Kinde said it is 4½% right now.

Motion by Commissioner Gurski seconded by Commissioner Hyzer for an amendment to the previous motion to remove the financing.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

Mayor Dzurka asked for a vote on the initial motion:
For the fire department to purchase 6 new AEDs from Stryker for a cost of $11,303.80 and authorize the mayor to sign the agreement pending approval by city legal counsel.
YEA: Gurski, Dzurka, Hyzer, DeLiso
NAY: Hufnagel

8. <u>Approval of Minutes</u>

Mayor Dzurka requested that under the administrator's comments regarding the Federal Mogul site that two things be reflected: a request made in terms of weeds around the building and make it clear that the city does not own that building, it is privately owned (pages 13 & 14).

Motion by Commissioner Hyzer seconded by Commissioner Hufnagel that the city commission approve the minutes as amended.
YEA: Hufnagel, Gurski, Dzurka, Hyzer, DeLiso
NAY: None
Motion carried.

4. <u>City Manager Comments</u>

Deputy City Manager Kinde discussed:
- Master Plan Open House & Annual Report Presentation.

  - It was originally discussed to have our Master Plan Open House prior to our meeting on October 27th. We also typically have our annual report presented at this September meeting, however with Chad being gone for this meeting we planned to move that to October 27th. Clerk Seavey reached out to the county to reserve this room and it is not available until 5 pm, therefore we are looking at having the Master Plan Open House in Conference Room C from 4:00 - 4:45 and then have the Annual Report presentation from 5:15 – 6:00 in the main commission chambers.
- CCLP Arbitration Hearing Updates.
  - You all should have received an email from Chad last week on Wednesday. Just a reminder that he would like to set up individual meetings with each of you and the Chief to discuss any concerns you may have. If you have not already done so, please work on setting up a time meet with him.
- Band Shell Addition.
  - It was discussed during the budget that Bill Tennant was working on coming up with $30,000 towards an addition to the Band Shell, of which we would match. Mr. Tennant met with City Staff this past week and notified us that he came up with the $30,000 including a $10,000 grant from the Community Fund for this project. We will be putting out an RFP for bids related to this project in the upcoming month with hopes of this project being completed during the spring prior to Concerts in the Park.
- Director Smith – update on movement of Mint Festival
  - Last Tuesday, at the DDA Executive Meeting the Chamber and DDA discussed combining Mint Festival events. He said both scramble for donations and volunteers. Also, the 4-H Fair is a week later next year (until the Thursday before Mint Festival). Operationally, it simplifies it for us to have it all in one area. He said their initial plans are pretty cool and the DDA will have a meeting on October 1st. Kudos to the groups for looking at this and working together.
- Director Smith – streets update.
  - Today, they put the base course on Higham Street and Oakland Street. The final course paving will be next week. Sturgis Street and Sunview will start right after that. They are minimal projects: Sturgis – mill and fill; Sunview – crush & shape with pulverize. He said in the next 2½ - 3 weeks we will be wrapped up for another year.

Mayor Dzurka said related to Mint Festival, parking is going to be a concern. He said typically some vendors camp and asked about use of the silo space and site preparation there and what the budget would look like for site prep.

Director Smith discussed our street contractor, and they use space to stage for projects. He said our goal is to have the mound of dirt gone this winter and do a better job of managing that. This gives us a good opportunity to clean that up.

Mayor Dzurka said we have been talking about revamping that area and also was concerned for residents along Railroad Street.

Director Smith said there was a discussion about the possible use of the parking lot at Federal Mogul as well as donations for light towers.

Mayor Dzurka said he talked to Chad about the salary survey. He said the company will be meeting with staff first and then coming back to meet with us.

9. Commissioner Comments

Commissioner Gurski thanked staff for running an efficient meeting tonight. He gave an ambulance update: calls continue to be down; it doesn't appear to be due to the southern end of the county; articles will hopefully be on the meeting in October; working on by-laws and hopefully will get through them in the next meeting or two.

Commissioner Hyzer inquired about water leaks and the timeframe to put back to normal seems to take a long time on certain ones. He discussed Walgreen's and said it has been over a month; and a break on Clinton going south. He asked what is the process of getting it back?

Director Smith said we do this about 3 times a year. He said it is terribly expensive to patch small areas, and we wait until we get a number of those. In the middle of October, we will take care of those. He said for winter patches (from around November 15 – April 1) those plants are shut down, and winter patches are extremely expensive, so we try to hold off and schedule them right away for mid-April to May.

Commissioner Hufnagel said he wanted to talk about railcars and acknowledge the Clinton County Arts Council. He said Jenny and Gary McCampbell invested a lot of time into these and he is pleased we were able to help facilitate keeping some of the cars. He said we did this as a favor and trying to be good partners and we might be able to break even. Recovery Worx is having an event on Saturday, a gathering at 1:00 p.m. at the depot and he encouraged people to attend to show support. There is the Harvest Fest from 11-3 on Saturday and Mount Rest Cemetery is hosting a historic walk on Sunday. Kudos to Bill Tennant for being able to scrape together funds for the bandshell. He also said a special note as to what he has seen as far as police presence for traffic safety issues and said he has liked seeing more officers around town where they are visible. Thank you for that.

Mayor Dzurka said Heather Hanover brought up special events. There has been discussion on what we frame on how special events have taken place. He said it would be helpful to get information back to us. He thanked and recognized those that donated to Salute to Public Safety Golf Outing. He thanked Ed Thelen and also the Community Fund and said $7,500 is to be distributed between fire, police and the ambulance. Thanks to Lynn (Weber) and both chiefs.

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 7:15 p.m.