

CITY OF ST. JOHNS

CITY COMMISSION MINUTES

JULY 22, 2024

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

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

COMMISSIONERS ABSENT: None

STAFF PRESENT: Chad Gamble, City Manager; Kristina Kinde, City Treasurer; Mindy J. Seavey, City Clerk; Justin Smith, Director of Public Services; Courtney Agrusa, City Attorney (arrived at 6:16 p.m.); Michael Homier, City Attorney (Zoom); Ken Skunda, McKenna

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

Commissioner Hyzer asked to pull item E from the Consent Agenda.

Mayor Dzurka said it would be placed after item #8 New Business.

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

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

a. Approval of Minutes

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the minutes of the May 20, 2024 closed session and June 24, 2024 regular meeting be approved as presented.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

b. Receipt of Warrants

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that warrants be approved as presented in the amount of \$637,356.53.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

c. Renewal of Liability & Property Insurance

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the city commission designate the MML 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.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

d. Michigan Municipal League Workers' Compensation Fund – Board of Trustees

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the city commission authorize voting for the 3 trustees for the four-year terms.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

f. Equipment Outfitting of the 2025 Western-star Chassis

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the city commission approve award of the low bid proposal to Schults Equipment, LLC, for dump truck component installation, for the amount of \$107,951.00.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

g. 2024 Sanitary Sewer Lining Project

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the city commission approve the recommendation of award of the 2024 sewer lining project to Corby Energy Services in the amount of \$211,134.00 and authorizes the Mayor to sign the attached agreement and notice of award which have been reviewed and approved by the City Attorney.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

h. 2024 Mint Festival Special Event Application for Chamber & DDA

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the city commission support of these events by City staff as detailed in the attached SEPA documents and letters AND to recommend the City approval.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

i. Fee and Rate Revisions

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the city commission approve the fee and rate revisions to 2024-2025 Fee and Rate schedule.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

j. National Night Out 2024 Proclamation

Motion by Commissioner Ruestman seconded by Commissioner Hyzer that the city commission adopt the National Night Out 2024 Proclamation and authorize the mayor and clerk to sign.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

AGENDA

Mayor Dzurka asked if there were any additions or deletions to the agenda. He removed #1 under Persons Wishing to Present Testimony; he moved Old Business #1 to the end of the agenda and asked that they move to that item when Mike Homier, City Attorney, gets on the Zoom meeting.

Motion by Commissioner Hyzer seconded by Commissioner Gurski 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
 - Closed session minutes of May 20, 2024
 - Regular meeting minutes of June 24, 2024
- b. Receipt of Warrants
 - In the amount of \$637,356.53
 - Includes fiscal year end warrants of \$476,651.51 and current warrants of \$160,705.02.
- 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 3 trustees for the four-year terms.
- ~~e. Wastewater Department Pick-Up Truck Purchase~~
 - ~~-Staff recommends that the city commission approve the purchase of a new pick up from Young's Chevrolet in the amount of \$44,999.00. (Moved to New Business)~~
- f. Equipment Outfitting of the 2025 Western-star Chassis
 - Staff recommends that the city commission approve award of the low bid proposal to Schults Equipment, LLC, for dump truck component installation, for the amount of \$107,951.00.
- g. 2024 Sanitary Sewer Lining Project
 - Staff recommends that the city commission approves the recommendation of award of the 2024 sewer lining project to Corby Energy Services in the amount of \$211,134.00 and authorizes the Mayor to sign the attached agreement and notice of award which have been reviewed and approved by the City Attorney.
- h. 2024 Mint Festival Special Event Application for Chamber & DDA
 - Staff recommends that the city commission support of these events by City staff as detailed in the attached SEPA documents and letters AND to recommend the City approval.
- i. Fee and Rate Revisions

-Staff recommends that the city commission approve the fee and rate revisions to 2024-2025 Fee and Rate schedule.

j. National Night Out 2024 Proclamation

-Staff recommends that the city commission adopt the National Night Out 2024 Proclamation and authorize the mayor and clerk to sign.

4. Approval of Agenda:

B. PUBLIC HEARINGS:

C. PERSONS WISHING TO PRESENT TESTIMONY:

1. ~~MaLissa Schutt, Executive Director at Clinton Area Transit System~~

12. Public comment - agenda & non-agenda items

D. COMMUNICATIONS:

F. NEW BUSINESS:

1. Appeal of Invoice 7161 for Fire Run to 1000 E. Walker St
2. Core Business Technologies – Statement of Work
3. Resolution #30-2024 – Consumers Energy Streetlight Resolution (500 Block of West Sickles)
4. Resolution #31-2024 – Consumers Energy Streetlight Resolution (200 Block of Wight Street)
5. Resolution #32-2024 – Consumers Energy Streetlight Resolution (200 East Cass Street)
6. Rental Inspection Ordinance and Fee Schedule Amendments – Resolution to Introduce #33-2024
7. Social District Permit Application Review – Resolution #34-2024•
8. Depot and Rail Car Strategic Planning and Use Discussion
9. Wastewater Department Pick-Up Truck Purchase
10. City Manager – Annual Job Performance Review
11. City Manager Comments
12. Commissioner Comments

E. OLD BUSINESS:

1. Discussion of Viable Options for Cooperative Agreement with Bingham Township

G. ADJOURNMENT:

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

PUBLIC HEARINGS

PERSONS WISHING TO PRESENT TESTIMONY

1. Public Comment

Mayor Dzurka asked if there were any public comments.

Terry Black, 308 N. Swegles, was present. He asked what is going to go on with the rental inspections. He said you are raising rates to \$1,000 now. He said he was unprepared for tonight and only heard about this meeting yesterday.

Ken Skunda, McKenna, said that fee was always in there and that isn't changing.

Mayor Dzurka said this ordinance change will go to two meetings also.

COMMUNICATIONS

NEW BUSINESS

1. Appeal of Invoice 7161 for Fire Run to 1000 E. Walker St

City Manager Gamble said the city received a challenge to a fee that was issued to a resident for a fire run. He discussed: the series of communications; the invoice for \$250 for a reduced charge for fire run FY 23/24; the last handful of years there was an administrative fee reduction for faulty carbon monoxide meters; appeal from Mr. Geers; letter he sent to Mr. Geers on June 11, 2024; and his appeal to the city commission. He said the procedure is spelled out and the commission is the adjudicator.

Brad Geers, owner, was present. He discussed he was dissatisfied with the response from Chad; he appreciated the opportunity to plead his case; the fee structure is outrageous; Chad originally said this was a \$500 fee, but he got charged \$250; and this needed to be addressed.

Courtney Agrusa, City Attorney, arrived at 6:16 p.m.

Mr. Geers asked if the 6 others went through the appeals process? He said he doesn't feel he should be held hostage by others not saying anything. He discussed: he doesn't feel it was handled according to how the appeals process is laid out; he never had an opportunity to sit down with Chad but did have a brief conversation with him when he dropped off the letter; you should follow your own rules; and he doesn't understand what constitutes a false alarm.

Commissioner Hufnagel asked for more information.

Mr. Geers said it was a tenant whose carbon monoxide detector went off and it was faulty.

Mayor Dzurka asked how we determine whether it's a run or a false alarm.

City Manager Gamble thanked Mr. Geers for how professional he was and presented his case accordingly. In his appeal letter, 4th paragraph, is the definition of false alarm. He said runs are tied into the 911 emergency system; commercial establishments with auto call would fall into the category of false alarms. For many years, there has been an administrative reduction when it is a faulty detector because we want people to call the fire department. He said 9 people reported and 3 went on the scene and then returned to the fire barn. There were 9 runs with carbon monoxide detectors and 7 have paid. He said we met as a team over the fee structure and made adjustments for fiscal year 24/25, but this happened in the prior year. He said he was not aware of this process (appeal) until we were halfway through it.

There was a discussion of:

- Interpretation of the ordinance; it is a fair argument.
- Intent to have compensation for time associated with runs and false alarms.
- 9 cases, and they had an opportunity to come in and object to it.
- The fee was too high to begin with.
 - That charge is now \$50.
- Response for auto-generated fire alarm.
 - Case-by-case basis.
- False alarm on police department side is \$0.
- Appreciative the management company replaced the unit.

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the elimination of the fee for 1000 E. Walker, invoice #7161.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

2. Core Business Technologies – Statement of Work

City Manager Gamble said this was mentioned today, and would be a streamlined way to communicate on interested categories such as minutes, announcements, etc.

Clerk Seavey said we have been discussing a way to allow residents to sign up for notifications through email or text. Our website company, Core BT, has the e-notification component we can add. If we add this, residents or others can sign up through our website to be notified about various topics such as: meeting minutes, agendas, emergency notifications, etc. We can create whatever topics or subscriptions we want. There is no limit on the number of emails we can send out; no limit on the number of subscriptions we can list; and 5,000 SMS or text messages are included (we can pay \$200 for an additional 5,000). We do have money budgeted in our 2024/25 budget for this. An example is Lowell, Indiana.

Treasurer Kinde discussed the Lowell, Indiana website.

City Manager Gamble said we will work with staff to fully develop what subscriptions would be best for the city. We want to be able to use those tools as necessary and we would bring back some of our ideas as categories.

Commissioner Ruestman said there was evidence tonight of someone that needed notification.

Mayor Dzurka said thank you to the team. This has also been requested by the planning commission and he would appreciate just having general news up there also.

Motion by Commissioner Gurski seconded by Commissioner Hyzer that the city commission approve the statement of work for Core Business Technologies.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

City Manager Gamble discussed the timeline of the project.

3. Resolution #30-2024 – Consumers Energy Streetlight Resolution (500 Block of West Sickles)

Director Smith said he received a call from the high school principal regarding a near miss at Sickles Street and within a week received a call from the St. Joe principal regarding a near miss at Cass and Wight Streets. They were concerned with street light issues and those complaints were validated; it is very dimly lit. We worked with Consumers Energy and there are three different areas for street light improvements. We have a resolution for each and an amendment to the street light contract. 200 E. Cass will get a \$2,794.00 rebate once LED is installed.

City Manager Gamble thanked Director Smith for this work. He said it speaks to our collaboration with the schools within our community.

Mayor Dzurka said this came up at our meeting with the school board.

There was a discussion of:

- Good to see those improvements take place; bump-outs and improvements in the Cass Street area.
- A city-wide assessment, where are we with LED?
 - Not sure we are 50% with LED.
 - We are the only ones that can initiate new streetlights.
 - Should see another one shortly at intersection of Sturgis and Oakland.
- 21 & 27 area.

Motion by Commissioner Hyzer seconded by Commissioner Hufnagel that the city commission adopt Resolution #30-2024.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

4. Resolution #31-2024 – Consumers Energy Streetlight Resolution (200 Block of Wight Street)

Motion by Commissioner Ruestman seconded by Commissioner Hufnagel that the city commission adopt Resolution #31-2024.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

5. Resolution #32-2024 – Consumers Energy Streetlight Resolution (200 East Cass Street)

Motion by Commissioner Hyzer seconded by Commissioner Gurski that the city commission adopt Resolution #32-2024.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

6. Rental Inspection Ordinance and Fee Schedule Amendments – Resolution to Introduce #33-2024

Ken Skunda, McKenna, said we didn't change a lot. He discussed multi-units and said it would take us over 12 years to inspect all of them if they were a 30-unit building. We needed to reword it a little bit and want to change it to every unit will be inspected in the whole building. Right now, any rental unit is \$300 to register. He said there was an amnesty period on the registration fee. He said nothing has changed, that fee has always been there and the \$175 has always been there. It was always meant to inspect every unit. Before, if you weren't receiving compensation for a rental property, you didn't need an inspection. With this, if you aren't living in it, it needs to be inspected. We propose a change.

There was a discussion of:

- Not all reductions in PRE's (Principal Residence Exemption) are rentals.
 - Non-100% PRE would be a trigger for us to look at it.
- Revised ordinance to hash out the appeal process.
- If not 100% PRE would have to pay the registration fee as well?
 - We have reached out to everyone and would give them time to register for free.
- Snowbirds.
 - They wouldn't have to pay for registration if a snowbird and they let the property sit.
 - Courtney said we can clean up that language.
- What is the \$300 for?
 - Registration. At this point have all our rentals registered and are past that initial registration process.
- When the \$175 fee was established, the intent was to charge every parcel. Now we will be inspecting all the parcels.
 - Inspecting every unit every 3 years.
- We are not changing the cost.
- The fee for large unit buildings.
- Fee is cost neutral, not a revenue generator.
- We have considerable compliance with landlords.
- The time it takes for an inspection.

Mayor Dzurka asked if we have any outreach to landlords on this. He asked if we could gather some of that core group. He said there was a question on our rights to inspect.

City Attorney Agrusa said she provided Chad with some analysis on the right to inspect.

Motion by Commissioner Hufnagel seconded by Commissioner Ruestman that the city commission adopt Resolution #33-2024.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

7. Social District Permit Application Review – Resolution #34-2024

City Manager Gamble said the social district was approved on March 18th. He said there is a letter of approval for the establishments within the social district and an application, so the city has documentation. We would like the city commission to designate the city manager to be able to send a letter of approval to the MLCC.

There was a discussion of:

- Signage.
 - Walking the boundaries and looking at cost effective ways for signage on current signs.
- The social district hasn't been approved by the state yet.
- There were some pushbacks at the DDA regarding paperwork.
 - That has been resolved.

Motion by Commissioner Hufnagel seconded by Commissioner Gurski that the city commission adopt Resolution #34-2024.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

8. Depot and Rail Car Strategic Planning and Use Discussion

Mayor Dzurka said some members of the arts council are here tonight.

City Manager Gamble said this is a two-part discussion: operations of the depot itself (main room and ancillary room); and rail cars. He said he doesn't know how often it is opened as a museum, but it is not being used to its full extent. We could rent it out and work with other railroad enthusiasts to make a home for that and maybe select memorabilia to stay.

There was a discussion of:

- What is the best use of the depot.
- Some kind of agreement in place?
 - There was a rental agreement for the train museum.

Bill Tennant was present. He said they need to get a group of people together and see where we are at. These things were donated to be used and displayed and we must be careful with a lot of that.

Commissioner Hufnagel asked about the donations and if they were to the Clinton County Arts Council (CCAC). We are struggling with the train cars and who owns the train cars.

Courtney McCampbell was present. She said her parents were the ones that ran it. They paid rent up until about 3 years ago and everything donated was under the CCAC umbrella. The Murphy's have donated a huge amount assuming it would stay a part of the museum.

City Manager Gamble said we are trying to find a win/win. He discussed trying to blend acknowledgement of the history of the railroad and try to activate that room that could be used on a more frequent basis. Unfortunately, it is a storage room right now.

Commissioner Ruestman said she thinks creative things can be done. The Paine Gillam Scott Museum may be interested in displaying that.

Mayor Dzurka said the depot is a gem and we want to make sure the building gets used. We want to preserve history and get full utilization of that space.

City Manager Gamble said the rail cars were placed there and are showing their age and starting to fall apart (windows missing, supportive undercars starting to fail). He said there are not as many members of the CCAC as there were before. We have had people reach out to buy one or several of the rail cars. We want to ensure that whatever we have there we can maintain. Which cars would we want to keep here?

Mr. Murphy asked if there would be another grant submittal for this.

Discussion of:

- Safety concerns.
 - Pieces broken off.
 - Duty to look at structures and protect the public safety.
- Cost to enclose 2 cars is in the \$60,000 range.
- Train cars are on the trail property.
- Clarity about who owns those cars.
 - Arts Council.
- Liability insurance on the train cars?
- Seeing one well maintained railcar vs. 4 we are struggling to maintain.

- Include the historical society and DDA in meetings.

9. Wastewater Department Pick-Up Truck Purchase

Commissioner Hyzer said he was curious. We changed the purchasing policy and Young Chevrolet is not within MiDeal. He said he was curious why 3 quotes were not given.

Director Smith said any Chevrolet Dealership can use the MiDeal purchasing program. We also did this in August of 2023. He said through their commercial division of Young they can use MiDeal to set the price.

There was a discussion of:

- The DTMB program and MiDeal.
- The purchasing policy was changed, and we want to make sure we are following the policy.
- Young Chevrolet is a local vendor, purchasing policy and being within 5% for local vendors.
 - On their bid it said MiDeal.
- Timing and sense of urgency.
 - The vehicle is in inventory; there may be a delay.
- If staff confirms this is part of the MiDeal program, then the city would be authorized to do that. If not, would bring 3 quotes to the next meeting.

Commissioner Hyzer said if not part of MiDeal, get two additional quotes with an amount not to exceed the Young's quote or approve \$44,999 for the purchase of a truck and obtain two additional quotes and go with the cheaper quote.

Treasurer Kinde said if purchasing policy says if local bidder within 5%, are you okay with that.

Commissioner Hyzer said yes if following the policy.

Motion by Commissioner Hyzer seconded by Commissioner Gurski that the city commission move forward with purchase of new pickup in amount not to exceed \$44,999 in compliance with our policies.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

OLD BUSINESS

1. Discussion of Viable Options for Cooperative Agreement with Bingham Township

Attorney Homier was present through Zoom.

City Manager Gamble said his RCA re-summarized the 3 different types of agreements we have been generally talking about: Urban Cooperation Agreement; PA 425; Water and Sewer Authority. He discussed: what objectives the commission has; other asks such as a road mapping of this process; what are the salient points; and meeting with the Bingham Township Board.

Attorney Homier said there is a 4th option – hybrid agreement. He said what the township has proposed is an intergovernmental agreement with some ideas that the parties would work toward creating an authority. He said the parameters were not necessarily set and details having to be worked out in the future.

Mayor Dzurka said he and Commissioner Hufnagel had a meeting with Eric Silm and Eric Harger at Senator Sam Singh's office. We are open to conversation. We need to give direction to Chad on what we would be open to.

There was a discussion of:

- The word road map.
- Need to set a direction.
- Trying to set some boundaries for us.
- Are there other pieces besides water and sewer?
- Clarity about what the township wants.
- Goals and motives.
- Communication and transparency.
- Why it would be good for the city.
- For it to be mutually beneficial it has to be a win/win.
- At the last Bingham meeting they did take some action.

Attorney Homier said the township is interested in an intergovernmental agreement which would interconnect the systems with longer term goal of forming an authority on whatever relative percentage of the assets that are contributed to the authority would be either party's stake in the authority. The city is asking a really good question, what are the goals. The goal is economic development for the community as a whole and to be able to provide those services, spreading out the fixed cost on a wider base and more efficient delivery of those services. The point is to share those services that each could provide on their own with the goal of reducing the cost of everyone served by those services and to create economic development and increase jobs and growth in community as a whole.

There was a discussion of:

- Who that would be economic development for, the township or the city.
 - Township acknowledgement that its residents benefit from other services of the city.
 - More residents visiting our downtown and utilize businesses in the community.
- Operations of collective systems in a very cost-effective way.
- Collective meeting with boards in the same room of what this would look like.
- Is the township coming to us or are we going after them; draft agreements; pros/cons for three options for the city?
 - The township was pursuing an increase in their infrastructure; we have water capacity right across the street.
 - We are looking at 25-50 years down the road.
 - They would look at the city taking over operations of collective system; different benefits and mechanics to each of the 3 options.
- The city is involved with the ambulance authority; we couldn't support it ourselves.
 - The township's benefit is going to be different than our benefit; our ability to grow is limited and the township has the ability to grow; we shed liability and lower costs; regionalization is probably only the survival method for any public service; a win/win, but the wins are different.
- We have to define what our win looks like for us.
- More users reduce costs.
- There is a disparity between the assets that are currently in place.
 - Being able to make the case to the residents to this city.
 - A typical authority comes with a buy in; right now we are giving them capacity for \$0.
 - An equity buy-in could be factored into any agreement.
 - Bingham Township has recognized their understanding that their residents do utilize city services.
- A joint meeting is essential.
 - Relationship building and building a partnership; there is going to be a lot of give and take here.
- General Fund agreements.
 - Not the driving factor.
 - If you have an enterprise fund, if there is not an increase in General Fund taxes, there could be increased pressure on the General Fund operations of the city that would be service a larger populace; an incremental increase in funds to provide for those services.
- Need to look at any agreement and then say "then what", what else should we have in this agreement.

-
- We need to make sure these agreements have difficult out-clauses that protect both sides.
 - The city manager working with the subcommittee of Dzurka and Hufnagel in drafting a letter that captures this conversation we want to include in this roadmap and an official request by the commission of mutual meetings of the boards.
 - Draft agreements.
 - The Bingham Township Board authorized Silm to negotiate with the city in forming an intergovernmental agreement that will lead to an authority.

Motion by Commissioner Ruestman and seconded by Commissioner Gurski that the city commission direct the City Manager to communicate with the township a willingness to develop a roadmap to partner with Bingham Township including the consideration of an authority and to request a joint meeting with the township trustee board and the city commission to discuss the direction of a partnership.

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

10. City Manager – Annual Job Performance Review

Mayor Dzurka thanked Chad for updating them. He said it has been a year and they wanted to give him a chance to share with us the great accomplishments made in the last year. He discussed the annual report he has been working on. He said the Personnel Committee wanted to make sure you had a chance to look it over. He said there will be a survey to give a chance to give input to the commission for Chad's performance.

City Manager Gamble said it has been a pleasure and privilege to serve as city manager. He said he is surrounded by great people, and it has been an absolute blessing to work with some tremendous people. He said the year went by in the blink of an eye.

11. City Manager Comments

City Manager Gamble discussed:

- Thank you for the discussion and direction on the Bingham Township negotiations and the depot and rail car status.
- Recent vandalism of City assets.
 - City Depot western door shot out with bb-gun (July 15, 2024).
 - City bathroom at main park – rocks thrown at and broke windows (July 19, 2024).
- Fantasy Forest 2.0 update
 - Master plan drawing of Fantasy Forest 2.0 is complete.

- Also discuss using the map as reference the security and lighting meeting that was held on July 11th to review to ensure that we are prudently protecting the community's large investment.
 - We are working on site furnishings.
 - Working on preparation for the press conference for the presentation of the master plan for the public and formal kickoff of fund raising. I will keep the commission updated on date and time.
 - While we are discussing the City Park want to recognize the efforts of the Park and Rec maintenance staff and the seasonal employees, led by Ed Gurski, for their efforts in performing major landscaping improvements to the area in and around the bandshell and the Fallen Hero Memorial.
- Wilson Center Updates
 - Received statements related to the level of remediation Dymaxion is prepared to perform as it relates to the windows and remaining piping that both may have asbestos containing material. We are trying to set up a meeting to discuss this with the ownership group and forge a win/win pathway forward. I hope to have this all wrapped up by mid-August.
 - I will update you next month on the status of their federal historic tax credit (HTC) application. Dymaxion indicated that they should have a much better idea on the submittal of their application, processing time and eventual approval to proceed with construction. The plans for Unit #1 and Unit #2 will have to be nearly complete in order to submit the HTC in full.
- Show off the now printed downtown business map! Kudos to Emma Burnham for working very hard to get all the details needed for this map on paper.
- Thank you for the discussion and feedback on the annual review. Included in the Commission memo is a 60% draft showing our proposed layout and format for an outward facing formal "state of the City" document. In discussing this document and options to present this document with the mayor, we had thought it may be a good idea to invite the public, and in particular all board and committee members to a gathering at 5:00 p.m. on September 23rd for a formal presentation of the annual report and discussion as well as an opportunity to thank the volunteer board and commission members for their service. Is this the will of the overall commission?
- Justin and I, along with the three interns are working on a streets video that addresses our upcoming road projects for this fiscal year as well as jurisdictional confusion regarding MDOT/County controlled roads and their relative condition. Our approach for this video was very non-traditional, and we look forward to showing you the final product in the next few weeks.
- The City Finance Team, led by City Finance Director Kristina Kinde, have been working on some streamlining projects for our accounting systems that I am sure

will yield some awesome fruit for overall accounting and auditing protocols and processes for the city. I will let her explain more.

- Treasurer Kinde said we are working to get cash accounts into pooled cash accounts. She said we do a lot of manual transfers of accounts daily. We will work to get other accounts closed out. We are keeping the tax account and HRA account separate. She said this is creating great efficiencies. We worked to move a lot of funds over to Michigan Class and are earning a little over 5%.
- We received notice on June 27th that we received a grant of \$5,000 from the Wade-Trim Foundation for assistance in leading our community planning and engagement efforts. We look forward to working with them to establish these important activities for the community.
- Food trucks have been a topic of discussion as of late. Explain history of fees and what we charge and that we will be meeting this week to discuss details of this.
- Reminder about RSVP for the MML Convention (September 11-13).
- On vacation from August 7th – 17th.

12. Commissioner Comments

Commissioner Gurski thanked Chad for everything he has done. He said he appreciated his hard work. Enjoy your vacation.

Commissioner Ruestman echoed that. She said it is amazing what you have done. She thanked the people who helped with the pageant: Chad and Eric served as mock judges, she said it is an important part of their learning and development; she thanked Heather for donating mints as part of the gift baskets. She said it was a huge success. She said they had 20 candidates, and 330 tickets sold. She said she would like to bring the court to meet everybody since they want to add civic engagement. She said the library is in the process of trying to get rid of some old books. She said they have rented space in the Southpoint Mall and will be able to set up temporary facilities.

Commissioner Hufnagel said how excited he is regarding a new engagement system to engage the public. He said we have been challenged in finding new vehicles in getting information out. He wanted to acknowledge donations and volunteers we have in this community; there are a lot of people who do really good things and do a lot for the community. He wanted to acknowledge all that Gary and Jenny McCampbell have done for this community; the train cars were a pretty hefty lift. He said we have a really great community that does an awful lot.

Commissioner Hyzer said congratulations to Chad on being here a year. Also, the streamlining of pooled cash that's going to be a big benefit (time savings and financially)

to pooling those funds. Suggest having two accounts: a depository account and investment account at same bank so transfers can slide over really easy.

Mayor Dzurka thanked Chad for a very successful first year and many more to come. He thanked Chad, Chief Kirk, Jessica and everyone that played a part in the Church Street clean-up. He said it was a very difficult situation with difficult and unsafe conditions.

City Manager Gamble said Deputy Chief Tobias was also involved with that.

ADJOURNMENT

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

YEA: Hufnagel, Ruestman, Gurski, Dzurka, Hyzer

NAY: None

Motion carried.

The meeting was adjourned at 9:19 p.m.