



CITY OF IONIA
IONIA CITY COUNCIL
REGULAR MEETING MINUTES
7:00 PM, March 6, 2024
CITY HALL COUNCIL CHAMBERS

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor John Milewski called the meeting of the Ionia City Council to order at 7:06 PM, and led with the Pledge of Allegiance.

ROLL CALL

Roll call revealed a Quorum with Councilmembers Dawn Ketchum, Jeff Winters, Margot Cook, Tim Lee, Rich Starr, Tom Millard, Brenda Cowling, Troy Waterman, and Mayor John Milewski present.

I. APPROVAL OF AGENDA

With no changes or additions to the agenda, Councilmember Lee made a motion, seconded by Councilmember Winters, to approve the agenda as presented.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Waterman, Cowling, and Milewski

NAYS: None

MOTION CARRIED

II. APPROVAL OF MINUTES – February 7, 2024, Regular Meeting

Councilmember Cook made a motion, seconded by Councilmember Ketchum, to approve the February 7, 2024, Regular Meeting Minutes, as presented.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Waterman, Cowling, and Milewski

NAYS: None

MOTION CARRIED

III. PROCLAMATIONS

None.

IV. PUBLIC COMMENTS

None.

V. PUBLIC HEARINGS & ASSOCIATED ACTIONS

(V-1) Public Hearing and Action – Ordinance No. 581: Bicycles, Skateboards & Rollerskates

The Codified Ordinances of the City of Ionia currently contains Chapter 420 – Bicycles, Skateboards & Rollerskates. This chapter has existed as part of the Codified Ordinances since at least 1975 but has not been updated in many years. Ordinance 581 contains numerous proposed amendments to Chapter 420.

Following the public hearing, Councilmember Starr made a motion, seconded by Councilmember Waterman, to approve Ordinance No. 581 amending Chapter 420 – Bicycles, Skateboard & Rollerskates,

amending Sections 420.04, 420.05 and 420.06 and repealing Sections 420.07 through 420.13, inclusive, of the City of Ionia Codified Ordinances.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski

NAYS: None

MOTION CARRIED

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
Ordinance No. 581**

AN ORDINANCE TO AMEND SECTIONS 420.04, 420.05, 420.06, AND 420.07 AND TO REPEAL SECTIONS 420.08 THROUGH 420.13, INCLUSIVE, OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA

THE CITY OF IONIA HEREBY ORDAINS:

Section 1. Amendment of Section 420.04. That Section 420.04 of the Codified Ordinances of the City of Ionia is amended to read as follows:

420.4 IMPOUNDING OF BICYCLES.

(a) Authority to Remove Bicycles. Members of the Police Department are hereby authorized to remove bicycles from a public place to a place of safety, under the circumstances hereinafter enumerated.

(1) When any bicycle is reasonably believed to be stolen.

(2) When any bicycle has been left unattended upon any public street, alley, or sidewalk continuously for a period of forty-eight hours, or when any bicycle is left in such a manner as to obstruct unreasonably the flow of vehicular or pedestrian traffic on any public street, alley or sidewalk.

(b) Notice. When a bicycle is impounded under the provisions of this section and the Police Department knows or is able to ascertain the owner thereof, the Police Department shall, within a reasonable period of time, give and cause to be given a notice in writing to such owner of the fact of impoundment and the reasons therefor.

(c) Sale. Any bicycle impounded under the provisions of this section may, after one month from the date of impoundment, be sold by the Police Department at public sale in the same manner as provided by law.

Section 2. Amendment of Section 420.05. That Section 420.05 of the Codified Ordinances of the City of Ionia is amended to read as follows:

420.05 SKATEBOARDING AND ROLLER SKATING.

(a) Definitions. As used in this section:

(1) "Rollerskates" and "street skates" mean either a pair of small wheels near the toe and another pair near the heel of a shoe or frame that would attach to a shoe, or in-line skates, which are used for gliding on a hard surface such as a floor, sidewalk, etc.

(2) "Skateboard" means an item consisting of a short, oblong board with a pair of small wheels at each end, ridden on a hard surface such as a floor, sidewalk, etc.

(3) "To roller skate" means to skate on any type of rollerskates or street skates.

(b) Compliance Required. No person shall roller skate or ride a skateboard within the City without complying with this section and any and all other applicable ordinances and statutes.

(c) Yielding to Pedestrians. Whenever any person is roller skating or riding a skateboard upon a sidewalk or other paved surface intended for use by pedestrians, such person shall yield the right of way to any pedestrian and shall not approach, overtake or pass such pedestrian in a reckless or careless manner, nor pass such pedestrian except in single file if such person is roller skating or riding a skateboard with other such skaters or riders.

(d) Skating or Riding on Certain Devices or Structures. No person shall roller skate or skateboard on any public bench, table, planter wall, retaining wall or other device or structure which is not intended for pedestrian or vehicular traffic, or jump or step on or off such devices or structures in the process of roller skating or riding a skateboard.

(e) Reckless or Dangerous Skating or Riding. No person shall roller skate or ride a skateboard on any sidewalk or other paved surface intended for pedestrian use or for the parking of vehicles in a reckless or careless manner, nor in a manner which is likely to result in injury or harm to any person or property.

(f) Skating or Riding on Private Property Without Permission. No person shall roller skate or ride a skateboard on private property without first obtaining permission of the owner of said property to allow such skating or riding.

(g) Skating or Riding While Attached to Vehicles. No person shall roller skate or ride a skateboard while either the rollerskates, the skateboard or the person is attached to any vehicle upon any street or highway.

(h) Prohibitions on Public Streets and in the General Business District. No person shall roller skate or ride a skateboard on public streets. No person shall roller skate or ride a skateboard on public sidewalks in the 100, 200, 300 and 400 blocks of West Main Street.

Section 3. Amendment of Section 420.06. That Section 420.06 of the Codified Ordinances of the City of Ionia is amended to read as follows:

420.06 ENFORCEMENT OF CHAPTER.

This chapter may be enforced by issuance of traffic violation notices.

Section 4. Amendment of Section 420.07. That Section 420.07 of the Codified Ordinances of the City of Ionia is amended to read as follows:

420.07 BICYCLE REGISTRATION.

(a) Bicycle owners may register their bicycles using forms available from the Department of Public Safety.

(b) Such registration forms shall be signed by the owner and shall minimally identify the full name and address of the owner of the bicycle, the name of the manufacturer, a general description of the bicycle, any serial number on the bicycle, and the approximate date when the owner obtained title and from whom.

(c) After the issuance of the registration card, the Department of Public Safety shall endorse the date of issuance and the number thereof. The original registration form completed will be kept on file in the office of the Department of Public Safety and a copy provided to the registrant.

Section 5. Repealer. Sections 420.08 through 420.13, inclusive, are hereby repealed in their entirety.

Section 6. Effective Date. This Ordinance shall become effective upon its publication in the manner provided by law.

ORDINANCE No. 581 DECLARED ADOPTED

(V-2) Public Hearing and Action - Ordinance No. 582: Planning Commission Membership

An error was recently noted in Chapter 1202, Section 1202.02, which defines the composition of membership on the Planning Commission. This section correctly notes that the Planning Commission will be composed of seven (7) members, but then lists two ex-officio members, which brings the total to eight (8). The obvious correction is to indicate that the mayor OR a member of the City Council will be selected to serve as an ex-officio member. It is necessary to correct this section of the City's codified ordinances with a new ordinance.

Following the public hearing, Councilmember Millard made a motion, seconded by Councilmember Ketchum, to approve Ordinance No. 582, amending Chapter 1202 – City Planning Commission, amending Section 1202.02, of the City of Ionia Codified Ordinances.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
Ordinance No. 582**

**AN ORDINANCE TO AMEND PART TWELVE, CHAPTER 1202, SECTION 1202.02 ENTITLED
“MEMBERSHIP; COMPENSATION; VACANCIES.” OF THE CODIFIED ORDINANCES OF THE
CITY OF IONIA**

THE CITY OF IONIA HEREBY ORDAINS:

Section 1: Amendment of Section 1202.02

That Section 1202.02 of the Codified Ordinances of the City of Ionia is amended to read as follows:

1202.02 MEMBERSHIP; COMPENSATION; VACANCIES.

The Planning Commission shall consist of seven (7) members, one (1) ex-officio member and six (6) appointed members. All members shall have full voting rights. The ex-officio member shall be the Mayor or one (1) member from the City Council selected by the City Council. The six (6) appointed members shall be appointed by the Mayor and shall represent, insofar as is possible, different professions or occupations and be representative of important segments of the community, such as the economic, governmental, educational, and social development of the city. Persons appointed to the Planning Commission shall be qualified electors of the city, except that one (1) member may be a non-qualified elector who resides outside the municipal boundaries of the city. An employee of the city shall not be eligible to serve as a member of the Planning Commission. Such appointments shall be subject to approval by a majority vote of the members of the City Council. All members of the Planning Commission shall serve as such without compensation. The term of the ex-officio member shall correspond to their respective official tenure. The term of each appointed member shall be three years or until a successor takes office. Vacancies occurring otherwise than through the expiration of term shall be filled for the unexpired term by the Mayor, subject to the approval by a majority of the members of the City Council.

Section 2: Effective Date

This Ordinance shall become effective immediately after its publication in the manner provided by law.

ORDINANCE No. 582 DECLARED ADOPTED

(V-3) Public Hearing and Action – Ordinance No. 583 – Codification

Annually, staff has the City’s code book publisher codify the ordinances enacted by City Council covering approximately the previous year’s period. Ordinances and select resolutions enacted by Council since April 12, 2023, needed to be codified through a codification ordinance.

Following the public hearing without comment, Councilmember Cowling made a motion, seconded by Councilmember Lee, to approve Ordinance No. 583, an ordinance to codify the ordinances adopted by the City Council since April 12, 2023.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
Ordinance No. 583**

**AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN
ORDINANCES AND RESOLUTIONS AS PARTS OF THE VARIOUS COMPONENT
CODES OF THE CODIFIED ORDINANCES AND REPEALING ORDINANCES AND
RESOLUTIONS IN CONFLICT THEREWITH**

WHEREAS, American Legal Publishing Corporation has completed its most recent updating and revision of the Codified Ordinances of the City;

WHEREAS, various ordinances and resolutions of a general and permanent nature that have been passed by Council since the date of the last updating and revision of the Codified Ordinances (April 12, 2023) have been included in the Codified Ordinances of the City;

THE CITY OF IONIA ORDAINS:

Section 1. That the editing, arrangement and numbering or renumbering of the following ordinances and resolutions are hereby approved as parts of the various component codes of the Codified Ordinances of the City, so as to conform to the classification and numbering system of the Codified Ordinances:

<u>Ord. or Res. No.</u>	<u>Date</u>	<u>C.O. Section</u>
575	4-12-23	Amend Sec. 3 of Ordinance No. 360: City Income Tax
576	6-7-23	Amend Subsections 214.05(C)(1)A, 214.05(C)(1)B, 214.05(C)(2)B, and 214.05(C)(2)F– Fee Schedule 2023
Res. 23-07	6-7-23	Amend Sec. 202 of the City Charter – Even Year Local Elections
Res. 23-15	7-5-23	Amend Sec. 2.08 and 4.03 of the City Charter – City Clerk an Appointed Administrative Officer
Res. 23-16	7-5-23	Amend Sec. 6.01 and 6.02 of the City Charter – Nonpartisan City Elective Offices
577	8-2-23	Amend Ch. 440: Parking
578	10-4-23	Amend Ch. 204: Municipal Standards
Res. 23-19	10-4-23	Amend Sec. 204.02 – Municipal Standards
579	1-3-24	Amend Ch. 1612: Reimbursement for Fire Response
580	2-7-24	Subsection 676.05(q), Sec. 676.07, Sec. 676.08, Sec. 676.99 and Subsection 1460.05(d) – Grass and Weeds
581	3-6-24	Amend Ch. 420: Bicycles, Skateboards, and Rollerskates
582	3-6-24	Amend Sec. 1202.02 – Planning Commission Membership

Section 2. If any section, clause or phrase of this ordinance is declared to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof other than the part so declared to be invalid.

Section 3. This ordinance shall be published and recorded as provided in the City Charter and shall take effect upon publication.

ORDINANCE No. 583 DECLARED ADOPTED

(V-4) Public Hearing and Action Regarding Resolution 2024-03 – Vacation of Merritt & York Addition Alley

An alley that exists between Jackson and Jefferson Streets in the Merritt & York Addition to the City of Ionia was recently reviewed. The alley was platted at the same time the Merritt & York Addition Plat was approved by the Village of Ionia (1855). Following a recent inspection of the alley, it was obvious the alley has not been used as a drivable thoroughfare between Jackson and Jefferson Streets for several decades. In fact, besides overgrown vegetation, several property owners have encroached on the alley by erecting various accessory structures over it; primarily garages/barns and fences. The east entrance of the alley has been completely fenced in by the property owner at 341 E. Main Street and converted to private yard. Approximately one-third of the west portion of the alley is used as an unimproved private driveway for vehicles to access the back of adjacent lots.

During the Public Hearing, several members of the public provided comment on the proposed vacation of the alley: Kelly Ramsey, Reverend Larry Thompson, Amie Post, and Darcy Benjamin. Following the public hearing where clarification was requested on several points, Councilmember Millard made a motion, seconded by Councilmember Winters, to table the issue until the April 10 Council meeting so that staff can gather more information about the points raised.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

(V-5) Steele Street Park Grant Applications

The City of Ionia’s 2024 – 2029 Parks and Recreation Master Plan identifies numerous suggested improvements to the City’s parks system. One such project is the development of Steele Street Park, an area encompassing over seven acres, located on Steele Street between the future Ionia Dog Park and Matcor Automotive plant. Given the size of this area, improvements will need to occur over several phases. The first phased improvement consists of constructing three pickleball courts, one volleyball court, a performing arts pavilion, a restrooms/concessions/storage building, connecting sidewalks, benches, and an on-site parking lot. The T-ball field as originally proposed would be replaced by the relocated performing arts stage, from the northeast corner of the site. Cost estimates were reviewed.

The total estimated cost of the project is \$1,151,600. The project is eligible for consideration under the Michigan Natural Resource Trust Fund (MNRTF) and Michigan Passport (MP) Grant Programs, administered by the Michigan Department of Natural Resources. Applications are currently under development with grant and local match cost sharing as follows:

Grant Program	Grant Request (%)	Local Match (%)	TOTAL
MNRTF	\$400,000 (43%)	\$532,300 (57%)	\$ 932,300
MP	\$150,000 (68%)	\$ 69,300 (32%)	\$ 219,300
TOTAL	\$550,000 (48%)	\$601,600 (52%)	\$1,151,600

In order to apply for these grants, the City must receive public comments regarding its proposed applications and approve Resolution #2024-07, authorizing application submissions and pledging the local match. Project design and bidding would occur during calendar year 2025 with construction costs likely incurred in fiscal year 2025-2026

Councilmember Millard made a motion, seconded by Councilmember Starr, to receive public comments regarding the Steele Street Park grant applications and approve Resolution 2024-07, authorizing application submissions and pledging the required 52% match of \$601,600.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

VI. COMMUNICATIONS

(VI-1) 2023 Annual Downtown Development Authority (DDA) Report

The City of Ionia established the Ionia Downtown Development Authority (DDA) in 1981 and consistent with state statute (PA 57 of 2018, the Recodified Tax Increment Financing Act), charged the DDA with halting property value deterioration and increasing property tax valuation where possible within the Business District of the City, as well as working to eliminate the causes of that deterioration and promote economic growth. Furthermore, in accordance with Section 125.4910 of the Act, the DDA is required to prepare an annual synopsis of activities of the authority and post it to the city's website. Following is a copy of that required report.

DDA Director Linda Curtis provided the 2023 annual report, highlighting the DDA's partnerships, accomplishments, and contributions to the community. Curtis noted that Ionia is a great community that steps up when things are needed to better the community.

Councilmember Millard made a motion, seconded by Councilmember Lee, to accept the 2023 Annual DDA Report.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

VII. CITY MANAGER'S REPORT

(VII-1) 2024 Street Improvement Projects – King Street Reconstruction, W. Washington and W. Adams Streets Resurfacing

Funds were included in the FY23-24 budget to initiate two public infrastructure projects, which were recently bid separately as the King Street Reconstruction Project and the W. Washington & W. Adams Streets Resurfacing Project.

The King Street Reconstruction Project spans approximately 0.19 miles from M-21 (Lincoln) to Hackett Street and involves replacing all underground infrastructure (water, sanitary sewer, and storm sewer), plus new street and sidewalk reconstruction. The engineer's estimate for this project was \$1,238,597.25

The W. Washington & W. Adams Streets resurfacing project does not involve any underground infrastructure and will focus on milling and resurfacing the streets, plus limited sidewalk replacement as needed. W. Washington will be repaved from Dexter west to Yeomans Street and W. Adams will be repaved from Dexter west to W. Main Street. The engineer's estimate for this project was \$411,067.80

Both projects were issued for competitive bidding and opened on Wednesday, February 28 at 10 AM for the King Street Project and 10:30 AM for the Washington/Adams Streets Project, respectively.

King Street Reconstruction Project:

Bidder	Location	Bid Amount
C&D Hughes	Charlotte, MI	\$1,269,102.50
CL Trucking	Ionia, MI	\$ 940,413.10
McGuirk Sand & Gravel	Mt. Pleasant, MI	\$1,243,257.00
Montgomery Excavating	Ionia, MI	\$1,051,501.00

W. Washington/W. Adams Resurfacing Project:

Bidder	Location	Bid Amount
CL Trucking	Ionia, MI	\$297,802.00
Michigan Paving	Grand Rapids, MI	\$306,995.00
Rieth-Riley Construction Co	Wyoming, MI	\$300,115.00 (as read: \$313,615)

Fishbeck conducted a review of all bids and indicated that each was complete. A tabulation error was noted regarding the bid from Rieth-Riley. It recommends the City approve the low bids from CL Trucking.

Councilmember Starr made a motion, seconded by Councilmember Ketchum, to approve the low bid of \$940,413.10 from CL Trucking of Ionia, Michigan to complete the King Street Reconstruction Project and the low bid of \$297,802.00 from CL Trucking to complete the W. Washington/W. Adams Streets Resurfacing Project. Following the motion, Council determined that the projects should be voted on individually.

Roll Call Vote: AYES: Cook and Millard

NAYS: Ketchum, Winters, Lee, Starr, Cowling, Waterman, and Milewski

MOTION FAILED

Councilmember Starr made a motion, seconded by Councilmember Lee, to approve the low bid of \$940,413.10 from CL Trucking of Ionia, Michigan to complete the King Street Reconstruction Project.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski

NAYS: None

MOTION CARRIED

Councilmember Ketchum made a motion, seconded by Councilmember Cowling, to approve the low bid of \$297,802.00 from CL Trucking to complete the W. Washington/W. Adams Streets Resurfacing Project.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski

NAYS: None

MOTION CARRIED

(VII-2) Policy 4-007: Policy for Administration of Brownfield Redevelopment Projects

The City of Ionia Brownfield Redevelopment Authority (BRA) is charged with assisting the redevelopment of brownfield sites throughout the city, via the review and approval of brownfield plans, which in turn permit the capture of tax increments from eligible property for eligible activities. In accordance with PA 381 of 1996, as amended, brownfield plans ultimately require approval by the City Council of the city of Ionia. To assist the BRA and ultimately, the Ionia City Council in analyzing proposed brownfield plans and determining if and to what extent corresponding projects qualify for tax increment financing (TIF) incentives, a draft policy, “Policy for Administration of Brownfield

Redevelopment Projects, Policy 4-007” was reviewed. The policy was approved by the Brownfield Redevelopment Authority Board on February 12, 2024, and recommended to the Ionia City Council for final approval.

Councilmember Starr made a motion, seconded by Councilmember Millard, to approve the proposed, “Policy for Administration of Brownfield Redevelopment Projects,” to be included as a community development policy, #4-007, in the City of Ionia General Policy Manual.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

(VII-3) Policy 6-008: Public Inspection and Copying of Assessing Department Public Records

Policy 6-008: Public Inspection and Copying of Assessing Department Public Records was drafted in response to Michigan Public Act 661 of 2018 – the Property Assessing Reform Act. While many of the provisions of this policy are duplicated by the City of Ionia’s FOIA Policy (5-012), this policy ensures public records from the assessing department will be available and further establishes a procedure for how an individual may arrange an in-person meeting with an official/employee of the assessor’s office for purposes of discussing an inquiry. This policy is also required to comply with a state audit of the city’s assessing department, which will occur next year.

Councilmember Winters made a motion, seconded by Councilmember Ketchum, to make a motion to approve Policy 6-008: Public Inspection and Copying of Assessing Department Public Records for inclusion in Section 6 of the City of Ionia General Policy Manual.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

(VII-4) Uniform Video Service Local Franchise Agreement with DIRECTV

The City of Ionia and DIRECTV first entered into a Uniform Video Service Local Franchise Agreement on May 12, 2014. The initial term of that agreement was for ten years, necessitating consideration for its renewal at this time for another ten-year term. Council reviewed the proposed renewal agreement that includes a new ten-year term and a new service area map, which includes areas of the City omitted by the original service area map.

The agreement stipulates DIRECTV will provide video services to customers within the City of Ionia and pay the City a 5% annual franchise fee (remitted quarterly), in exchange for permission from the City, allowing DIRECTV to install, construct, and maintain its video service network within City rights-of-way without associated permit fees. In FY22-23, the City received \$253.12 in franchise fees from DIRECTV.

Councilmember Cowling made a motion, seconded by Councilmember Cook, to approve the renewed Uniform Video Service Local Franchise Agreement between the City of Ionia and DIRECTV for a ten-year term that will commence on the date it is issued.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

(VII-5) Professional Engineering Services Proposal for the Complete Distribution System Materials Inventory (CDSMI) Project

With assistance from engineering firm Prein & Newhof, the City recently applied for EGLE’s Technical, Managerial and Financial Support (TMFS) grant in the amount of \$600,000. Regardless of whether the grant is approved, the City must compile a Complete (Water) Distribution System Materials Inventory (CDSMI) and submit it to EGLE by the federally-mandated deadline of October 16, 2024. The CDSMI requires the City to inventory 2,871 water service lines for potential lead. The grant application follows EGLE criteria for targeting areas within the system that are suspected but not confirmed to contain lead and a process for physically verifying service line materials.

Prein & Newhof (P&N) proposes to assist the City of Ionia in undertaking the required work for inventorying and verifying service line materials. Its scope of work includes reviewing/compiling significant amounts of system data and developing a list and map of water services that will require physical verification. The physical verification work will in turn require plans and specifications to be developed for potholing, which P&N will prepare and issue for bid on the City’s behalf. P&N proposes a lump sum fee of \$46,600 to complete its detailed scope of work.

If the City receives the TMFS grant, program rules allow the work performed by P&N to be reimbursed by the grant from its initiation. This is a large project that requires both the outside expertise and capacity that P&N can supply, as well as action on the City’s part to authorize its start as soon as possible, to satisfy the October 16, 2024 deadline.

Councilmember Starr made a motion, seconded by Councilmember Cowling, to approve the professional engineering services proposal for the CDSMI project from Prein & Newhof in the amount of \$46,600.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

(VII-6) Wastewater Treatment Plan Security Project

Efforts are underway to enhance security at several of the City’s municipal facilities. Buildings for which access control proposals were recently sought include Ionia City Hall and the IRUA wastewater treatment plant (WWTP), which is owned in a joint partnership by the city and several surrounding townships.

After investigating options and vendors, a proposal was sought to enhance City Hall security from S.A. Morman & Co. of Grand Rapids, for an access control system which involves installation of a reader at select doors. The City Hall proposal was less than the \$10,000 purchasing policy threshold at \$9,390, so administrative approval was given.

A second proposal was just requested from the same vendor, S.A. Morman & Co. to enhance security at the WWTP. The proposal would provide a system that includes a door buzzer and three cameras, plus an access control system. The total cost for the WWTP project is \$14,420. To enable security system integration and to deal with one vendor instead of two or more, it was requested that competitive bidding be waived for this project and the proposal from S.A. Morman & Co. be approved.

Councilmember Ketchum made a motion, seconded by Councilmember Cook, to approve the security proposal for the WWTP project from S.A. Morman & Co. of Grand Rapids, MI in the amount of \$14,420.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, and Milewski
NAYS: None

MOTION CARRIED

VIII. APPOINTMENTS

Planning Commission (3 year terms)

Keturah Kelley – Unexpired Term ending 12/31/2025 (will fill her own unexpired term)

Councilmember Winters made a motion, seconded by Councilmember Lee, to appoint Keturah Kelley to the Planning Commission for a term that expires 12/31/2025.

Roll Call Vote: AYES: Ketchum, Winters, Cook, Lee, Starr, Millard, Cowling, Waterman, & Milewski
NAYS: None

MOTION CARRIED

IX. CITY DEPARTMENT REPORTS & MINUTES FROM BOARDS & COMMISSIONS

Reports provided to Council.

X. CITY COUNCILMEMBER COMMENTS/GOOD OF THE ORDER

Mayor John Milewski: (1) The total reveal of the Sparrow Ionia Hospital rebranding will occur on April 11; (2) Is appreciative of the addition of important security features on City property.

Garland: (1) The Board of Review will meet for two days, beginning March 11 at Noon; (2) A Housing Workshop will be held on March 13 at 5:30 PM, following the regular Planning Commission meeting; (3) Low interest loans are available for the storm damage that occurred in August; (4) City offices will be closed on Good Friday, March 29; (5) A reminded that trash and recycling containers must be removed from the curb within 15 hours after the container is emptied; (6) “Dump-Your-Junk Day” will be held on Saturday, April 13; (7) The spring yard waste/brush removal will take place April 15-19;

Brenda Cowling: City facilities should remain open all year.

Tom Millard: (1) Shout-out to Clerk Patrick and Deputy Clerk Bowman for making giant strides in the election process; (2) Worked at the first day of early voting for the county and considers it a disaster in terms of the money spent and the resulting cost per voter; (3) Is busy working on Ionia’s annual spring and summer events.

Rich Starr: (1) Appreciates the work and time that was put into the Capital Improvement Plan provided during the Work Session.

Patrick: (1) Of the City of Ionia’s 5,000+ registered voters, the Presidential Primary held in February: 16 people cast ballots during the 9 days of early voting, 390 absentee ballots were received, and 299 people voted in-person on election day. (2) Provided costs and statistics for the various voting methods now in use. (3) Election workers are needed (\$16/hour). Those interested can submit an application found on the City website.

Margot Cook: Happy to see the flowers around the City.

Jeff Winters: The Work Session held prior to the regular Council meeting was one of the most productive and well-thought out meetings he’s attended.

XI. CLOSED SESSION

None

XII. ADJOURNMENT

Following a motion to adjourn by Councilmember Cowling, seconded by Councilmember Cook, the meeting was adjourned at 8:54 PM.

Submitted by:

Mary Patrick
Ionia City Clerk