



**IONIA CITY COUNCIL  
REGULAR MEETING MINUTES  
7:00 PM, August 7, 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 7:00 PM, and led with the Pledge of Allegiance.

**ROLL CALL**

Roll call revealed a Quorum with Councilmembers Dawn Ketchum, Margot Cook, Tim Lee, Rich Starr, Tom Millard, Brenda Cowling, and Mayor John Milewski present. Councilmember Starr made a motion, seconded by Councilmember Cowling, to excuse the absence of Councilmembers Troy Waterman and Jeff Winters.

**MOTION CARRIED BY VOICE VOTE**

**I. APPROVAL OF AGENDA**

City Manager Precia Garland requested to add two items to the agenda: Item VII-9-Hale Park Redesign—Parking Lot & Stormwater Management; Item VIII-2-DDA Board Appointment. Councilmember Ketchum made a motion, seconded by Councilmember Millard, to approve the agenda with the requested additions.

**MOTION CARRIED BY VOICE VOTE**

**II. APPROVAL OF MINUTES – July 2, 2024, Regular Meeting**

Councilmember Lee made a motion, seconded by Councilmember Millard, to approve the July 2, 2024, Regular Meeting minutes as presented.

**MOTION CARRIED BY VOICE VOTE**

**III. PROCLAMATIONS**

None.

**IV. PUBLIC COMMENTS**

None.

**V. PUBLIC HEARINGS & ASSOCIATED ACTIONS**

None.

**VI. COMMUNICATIONS**

None.

## **VII. CITY MANAGER'S REPORT**

### **(VII-1) CivicPlus Virtual Demonstration—CivicClerk Agenda Management Software Package**

Agenda management software programs result in numerous efficiencies related to producing agendas and related support documents for public meetings, as well as preparing the minutes, enhancing accessibility and reducing paper waste.

Staff has evaluated several available agenda management software program options and recommended the CivicClerk program, available through CivicPlus, which is also the city's website vendor. To better understand how the program works and its advantages, a brief virtual demonstration of CivicClerk was conducted. Council also reviewed a description of the software platform and a cost proposal of an initial one-year term investment of \$8,340, followed by an annual subscription cost of \$6,000 per year, adjusted for inflation in future years. The initial program launch includes computer tablets for each council member at an approximate cost of \$750 per tablet with accessories.

Following the demonstration and cost discussion, Councilmember Millard made a motion, seconded by Councilmember Cowling, to proceed with implementation of CivicClerk.

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

NAYS: Ketchum

### **MOTION CARRIED**

### **(VII-2) Introduction and First Reading—Ordinance No. 589: Residential Rezoning and Corresponding Zoning Map Amendment**

The Planning Commission has been reviewing the residential zoning districts over the last few months, and conversation led to staff compiling information on nonconforming uses and parcels throughout the City. Planning Consultant Williams and Works created a series of maps to provide a visual of where residential nonconformities are located.

Based on review of the parcel data and the provided maps, the Planning Commission has recommended 165 parcels for rezoning. The following summary outlines the reasons for rezoning.

- 31 Parcels – Rezoned from EMP, East Main Preservation District to MDR, Medium-Density Residential District with the new East Main Preservation District Overlay District layered on top.
- 1 Parcel (Blanchard House) – Rezoned from B-1, Neighborhood Business District to MDR, Medium-Density Residential District with the new East Main Preservation District Overlay District layered on top.
- 1 Parcel – Rezoned from HSD, Health Services District to Medium-Density Residential District.
- 82 Parcels – Rezoned from LDR, Low-Density Residential District to MDR, Medium-Density Residential District.
- 1 Parcel – Rezoned from B-1, Neighborhood Business District to MDR, Medium-Density Residential District.
- 6 Parcels – Rezoned from HDR, High-Density Residential District to LDR, Low-Density Residential District.

The Planning Commission recommended these 165 parcels for rezoning to the City Council because the proposal will remove nonconformities and align existing uses with the proper zoning district based on recent residential zone updates.

Councilmember Ketchum made a motion, seconded by Councilmember Starr, to introduce and conduct a first reading of Ordinance No. 589, an ordinance to rezone parcels from EMP, East Main Preservation Overlay District, to MDR, Medium-Density Residential District with the additional designation of EMP, East Main Preservation Overlay District; and to rezone a parcel from B-1, Neighborhood Business District, to MDR, Medium-Density Residential District with the additional designation of EMP, East Main Preservation Overlay District; and to rezone a parcel from HSD, Health Services District to MDR, Medium-Density Residential District; and to rezone parcels from LDR, Low-Density Residential District, to MDR, Medium-Density Residential District; and to rezone a parcel from B-1, Neighborhood Business District, to MDR, Medium-Density Residential District; and to rezone parcels from HDR, High-Density Residential District, to LDR, Low-Density Residential District; and to rezone parcels from HDR, High-Density Residential District, to MDR, Medium-Density Residential District; and to correspondingly amend the official Zoning Map as provided for in Part Twelve (Planning and Zoning Code), Title Six (Zoning), Section 1246.02 (District Boundaries) of the codified ordinances of the City of Ionia. The motion includes scheduling a Public Hearing regarding the proposed ordinance for **7:00 PM, Wednesday, September 4, 2024 at Ionia City Hall.**

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

NAYS: Cook

**MOTION CARRIED**

**CITY OF IONIA  
IONIA COUNTY, MICHIGAN  
Ordinance No. 589**

**AN ORDINANCE TO REZONE PARCELS FROM EMP, EAST MAIN PRESERVATION OVERLAY DISTRICT, TO MDR, MEDIUM-DENSITY RESIDENTIAL DISTRICT WITH THE ADDITIONAL DESIGNATION OF EMP, EAST MAIN PRESERVATION OVERLAY DISTRICT; AND TO REZONE A PARCEL FROM B-1, NEIGHBORHOOD BUSINESS DISTRICT, TO MDR, MEDIUM-DENSITY RESIDENTIAL DISTRICT WITH THE ADDITIONAL DESIGNATION OF EMP, EAST MAIN PRESERVATION OVERLAY DISTRICT; AND TO REZONE A PARCEL FROM HSD, HEALTH SERVICES DISTRICT TO MDR, MEDIUM-DENSITY RESIDENTIAL DISTRICT; AND TO REZONE PARCELS FROM LDR, LOW-DENSITY RESIDENTIAL DISTRICT, TO MDR, MEDIUM-DENSITY RESIDENTIAL DISTRICT; AND TO REZONE A PARCEL FROM B-1, NEIGHBORHOOD BUSINESS DISTRICT, TO MDR, MEDIUM-DENSITY RESIDENTIAL DISTRICT; AND TO REZONE PARCELS FROM HDR, HIGH-DENSITY RESIDENTIAL DISTRICT, TO LDR, LOW-DENSITY RESIDENTIAL DISTRICT; AND TO REZONE PARCELS FROM HDR, HIGH-DENSITY RESIDENTIAL DISTRICT, TO MDR, MEDIUM-DENSITY RESIDENTIAL DISTRICT; AND TO CORRESPONDINGLY AMEND THE OFFICIAL ZONING MAP AS PROVIDED FOR IN PART TWELVE (PLANNING AND ZONING CODE), TITLE SIX (ZONING), SECTION 1246.02 (DISTRICT BOUNDARIES) OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA**

**THE CITY OF IONIA HEREBY ORDAINS:**

Section 1. Rezoning of Property. That the following described parcels are hereby rezoned from the EMP, East Main Preservation Overlay District, to the MDR, Medium-Density Residential District with the additional designation of EMP, East Main Preservation Overlay District:

<u>Address</u>	<u>Parcel ID Number</u>
111 N. Jackson Street	34-203-210-000-095-00
0 E. Main Street	34-203-120-000-015-00
125 E. Main Street	34-203-090-000-005-00

126 E. Main Street	34-203-120-000-010-00
138 E. Main Street	34-203-120-000-005-00
148 E. Main Street	34-203-120-000-020-00
156 E. Main Street	34-203-120-000-025-00
161 E. Main Street	34-203-090-000-015-00
162 E. Main Street	34-203-120-000-030-00
165 E. Main Street	34-203-090-000-020-00
166 E. Main Street	34-203-120-000-035-00
171 E. Main Street	34-203-090-000-025-00
201 E. Main Street	34-203-090-000-040-00
202 E. Main Street	34-203-090-000-330-00
209 E. Main Street	34-203-090-000-045-00
212 E. Main Street	34-203-090-000-325-00
216 E. Main Street	34-203-090-000-320-00
222 E. Main Street	34-203-090-000-315-00
225 E. Main Street	34-203-090-000-060-01
230 E. Main Street	34-203-090-000-310-00
233 E. Main Street	34-203-090-000-065-00
236 E. Main Street	34-203-090-000-305-00
240 E. Main Street	34-203-090-000-300-00
241 E. Main Street	34-203-090-000-070-00
246 E. Main Street	34-203-090-000-295-00
254 E. Main Street	34-203-210-000-120-00
260 E. Main Street	34-203-210-000-115-00
267 E. Main Street	34-203-090-000-080-00
268 E. Main Street	34-203-210-000-110-00
272 E. Main Street	34-203-210-000-105-00
114 Rich Street	34-203-090-000-340-00

Section 2. Rezoning of Property. That the following described parcel is hereby rezoned from the B-1, Neighborhood Business District, to the MDR, Medium-Density Residential District with the additional designation of EMP, East Main Preservation Overlay District:

<u>Address</u>	<u>Parcel ID Number</u>
253 E. Main Street	34-203-090-000-090-00

Section 3. Rezoning of Property. That the following described parcel is hereby rezoned from the HSD, Health Services District, to the MDR, Medium-Density Residential District:

<u>Address</u>	<u>Parcel ID Number</u>
524 W. Main Street	34-202-100-000-105-00

Section 4. Rezoning of Property. That the following described parcels are hereby rezoned from the LDR, Low-Density Residential District, to the MDR, Medium-Density Residential District:

<u>Address</u>	<u>Parcel ID Number</u>
301 E. Adams Street	34-204-150-000-215-00
311 E. Adams Street	34-204-150-000-235-00
317 E. Adams Street	34-204-150-000-240-00
325 E. Adams Street	34-204-150-000-245-00
331 E. Adams Street	34-204-150-000-250-00

337 E. Adams Street	34-204-150-000-255-00
341 E. Adams Street	34-204-150-000-265-00
4 Bradford Court	34-202-170-000-355-00
6 Bradford Court	34-202-170-000-356-00
525 High Street	34-202-170-000-345-00
533 High Street	34-202-170-000-350-00
114 N. Jackson Street	34-204-220-000-085-00
206 S. Jackson Street	34-204-150-000-220-00
208 S. Jackson Street	34-204-150-000-225-01
201 S. Jefferson Street	34-204-150-000-260-00
207 E. Jefferson Street	34-204-150-000-270-00
211 S. Jefferson Street	34-204-150-000-275-00
215 S. Jefferson Street	34-204-150-000-280-00
0 Kimball Alley	34-202-170-000-349-00
111 Kimball Alley	34-202-170-000-130-00
530 W. Main Street	34-202-100-000-100-00
538 W. Main Street	34-202-100-000-095-00
604 W. Main Street	34-202-170-000-125-00
608 W. Main Street	34-202-170-000-120-00
614 W. Main Street	34-202-170-000-115-00
620 W. Main Street	34-202-170-000-110-00
628 W. Main Street	34-202-170-000-105-00
634 W. Main Street	34-202-170-000-100-00
642 W. Main Street	34-202-170-000-085-00
650 W. Main Street	34-202-170-000-070-00
658 W. Main Street	34-202-170-000-065-00
676 W. Main Street	34-202-170-000-055-00
716 W. Main Street	34-202-170-000-050-00
722 W. Main Street	34-202-170-000-045-00
728 W. Main Street	34-202-170-000-040-00
15 Marshall Court	34-202-170-000-295-00
0 W. Washington Street	34-202-170-000-135-00
301 E. Washington Street	34-204-220-000-080-00
309 E. Washington Street	34-204-220-000-075-00
313 E. Washington Street	34-204-220-000-090-00
321 E. Washington Street	34-204-220-000-095-00
325 E. Washington Street	34-204-150-000-035-00
331 E. Washington Street	34-204-150-000-025-00
335 E. Washington Street	34-204-150-000-020-00
341 E. Washington Street	34-204-150-000-015-00
349 E. Washington Street	34-204-090-000-515-00
517 W. Washington Street	34-202-100-000-080-00
523 W. Washington Street	34-202-100-000-085-00
527 W. Washington Street	34-202-100-000-090-00

604 W. Washington Street	34-202-170-000-340-00
612 W. Washington Street	34-202-170-000-335-00
618 W. Washington Street	34-202-170-000-330-00
619 W. Washington Street	34-202-170-000-145-10
623 W. Washington Street	34-202-170-000-150-00
624 W. Washington Street	34-202-170-000-325-00
629 W. Washington Street	34-202-170-000-155-00
630 W. Washington Street	34-202-170-000-320-00
635 W. Washington Street	34-202-170-000-160-00
636 W. Washington Street	34-202-170-000-315-00
640 W. Washington Street	34-202-170-000-310-00
641 W. Washington Street	34-202-170-000-090-00
644 W. Washington Street	34-202-170-000-305-00
645 W. Washington Street	34-202-170-000-095-00
649 W. Washington Street	34-202-170-000-075-00
650 W. Washington Street	34-202-170-000-300-00
655 W. Washington Street	34-202-170-000-080-00
656 W. Washington Street	34-202-170-000-290-00
657 W. Washington Street	34-202-170-000-165-00
665 W. Washington Street	34-202-170-000-170-00
703 W. Washington Street	34-202-170-000-175-00
704 W. Washington Street	34-202-170-000-285-00
705 W. Washington Street	34-202-170-000-180-00
710 W. Washington Street	34-202-170-000-280-00
715 W. Washington Street	34-202-170-000-185-00
716 W. Washington Street	34-202-170-000-275-00
721 W. Washington Street	34-202-170-000-190-00
722 W. Washington Street	34-202-170-000-270-00
725 W. Washington Street	34-202-170-000-195-00
728 W. Washington Street	34-202-170-000-250-00
731 W. Washington Street	34-202-170-000-200-00
112 Yeomans Street	34-202-170-000-205-00
118 Yeomans Street	34-202-170-000-210-00

Section 5. Rezoning of Property. That the following described parcel is hereby rezoned from the B-1, Neighborhood Business District, to the MDR, Medium-Density Residential District:

<u>Address</u>	<u>Parcel ID Number</u>
258 E. Adams Street	34-203-090-000-090-00

Section 6. Rezoning of Property. That the following described parcel is hereby rezoned from the HDR, High-Density Residential District, to the LDR, Low-Density Residential District:

<u>Address</u>	<u>Parcel ID Number</u>
486 Harter Street	34-202-170-000-830-00
521 W. Lincoln Avenue	34-202-170-000-818-00

767 Oakwood Court	34-203-220-000-005-03
785 Oakwood Court	34-203-220-000-005-02
783 Oakwood Court	34-203-220-000-005-01
818 E. Washington Street	34-204-190-000-020-01

Section 7. Rezoning of Property. That the following described parcel is hereby rezoned from the HDR, High-Density Residential District, to the MDR, Medium-Density Residential District:

<b><u>Address</u></b>	<b><u>Parcel ID Number</u></b>
6 Amphlett Terrace	34-201-080-000-385-00
7 Amphlett Terrace	34-201-100-000-110-00
11 Amphlett Terrace	34-201-100-000-105-00
341 Baldie Street	34-201-130-000-105-00
403 Baldie Street	34-201-060-000-005-00
407 Baldie Street	34-201-060-000-010-00
413 Baldie Street	34-201-060-000-015-00
417 Baldie Street	34-201-060-000-020-00
419 Baldie Street	34-201-060-000-025-00
420 N. Dexter Street	34-201-130-000-110-00
503 Hall Street	34-201-200-000-035-00
515 Hall Street	34-201-200-000-015-00
215 High Street	34-201-080-000-390-00
221 High Street	34-201-100-000-100-00
434 High Street	34-201-130-000-047-00
512 High Street	34-202-170-000-650-00
518 High Street	34-202-170-000-645-00
519 High Street	34-202-100-000-025-00
117 S. Jackson Street	34-203-090-000-085-00
210 Kimball Alley	34-202-100-000-035-00
0 W. Lincoln Avenue	34-202-110-000-050-00
602 W. Lincoln Avenue	34-202-110-000-045-00
610 W. Lincoln Avenue	34-202-110-000-035-00
538 W. Lincoln Avenue	34-202-110-000-046-00
210 Pleasant Street	34-201-080-000-345-10
217 Pleasant Street	34-201-080-000-370-00
227 Pleasant Street	34-201-080-000-365-00
315 Pleasant Street	34-201-080-000-230-00
0 N. State Street	34-202-110-000-060-00
518.5 N. State Street	34-202-110-000-020-20
0 W. Washington Street	34-201-080-000-335-00
0 W. Washington Street	34-201-080-000-375-00
110 W. Washington Street	34-201-080-000-355-20
116 W. Washington Street	34-201-080-000-355-10
204 W. Washington Street	34-201-080-000-360-10
228 W. Washington Street	34-201-080-000-380-00

306 W. Washington Street	34-201-100-000-115-00
512 W. Washington Street	34-202-100-000-050-00
518 W. Washington Street	34-202-100-000-045-00
522 W. Washington Street	34-202-100-000-040-00
528 W. Washington Street	34-202-100-000-030-00
206 Yeomans Court	34-201-080-000-265-00
210 Yeomans Court	34-201-080-000-270-00

Section 8. Amendment of Zoning Map. That the official Zoning Map of the City of Ionia, Michigan, referenced in Part Twelve, Title Six, Section 1246.02 of the Codified Ordinances of the City of Ionia, shall be amended upon the effective date of this Ordinance to reflect the rezoning of the parcels set forth in Sections 1, 2, and 3 above.

Section 9. Publication and Effective Date. That the City Clerk shall cause notice of the adoption of this Ordinance to be published in the manner provided by law. This Ordinance shall take effect seven (7) days after it, or a summary thereof as permitted by law, is published in the Daily News, a newspaper of general circulation in the City, unless otherwise provided by law.

Section 10. Repealer. All ordinances and parts of ordinances in conflict herewith are repealed to the extent of any such conflict.

**(VII-3) Michigan Municipal League (MML) Workers Compensation Fund – Trustee Election**

The City of Ionia obtains workers compensation insurance through the MML Workers’ Compensation Fund. Annually, representatives of the fund members are elected to the Board, which oversees the Fund’s operations. The Board consists of 13 Trustees, one of which is the executive director of the MML. Trustee terms are for four years for a term beginning October 1, 2024. The candidates are:

Candidate	Title	Municipality
Victor Cardenas	City Manager	City of Novi
Daniel Coss	City Administrator	City of DeWitt
Bridget Dean	Mayor	City of Berkley

Councilmember Cook made a motion, seconded by Councilmember Cowling, to cast a ballot for all nominated Trustee candidates as listed above to serve on the MML Workers’ Compensation Fund for a four (4) year term beginning October 1, 2024.

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

NAYS: None

**MOTION CARRIED**

**(VII-4) Michigan Municipal League (MML) Annual Meeting – Designation of Voting Delegates**

The MML will hold its annual meeting on Wednesday, September 11 during its Annual Convention, September 11 – 13, 2024. The meeting’s agenda will require voting action on several agenda items. As a member of the MML, the City is requested to designate through action of its City Council one of its officials who will attend the conference as its official representative to vote at the annual meeting, and an alternate designated, if possible.

Councilmember Cook made a motion, seconded by Councilmember Ketchum, to designate Mayor John Milewski as its voting delegate and City Manager Precia Garland as alternate voting delegate on behalf of the City of Ionia, for purposes of participating in the MML Annual Meeting, to be held on September 11. Roll Call Vote: AYES: Ketchum, Cook, Lee, Starr, Millard, Cowling, and Milewski

NAYS: None

**MOTION CARRIED**

**(VII-5) MERS Service Credit Purchase Request**

The city of Ionia utilizes the Michigan Employees' Retirement System (MERS) to provide defined benefit (DB) and hybrid retirement programs to its employees. An employee from the Public Safety Department has requested permission to purchase 22 months of MERS service credit in accordance with the estimate and under the rules of the program.

Councilmember Ketchum made a motion, seconded by Councilmember Cook, to approve the MERS Service Credit purchase for \$45,052, at the requesting employee's expense.

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

NAYS: None

**MOTION CARRIED**

**(VII-6) 2024 Sidewalk Improvement Project Bids**

On May 1, 2024, City Council approved Resolution 2024-12, which identified specific properties throughout the city where sidewalk is to be removed and replaced due to disrepair. The resolution further directs the adjoining property owner to make such replacements within 30 days of its approval. Property owners who did not complete the required work within that timeframe would be included in a city-wide bid solicitation, through which a contractor would be hired to complete all the remaining work and each adjoining property owner billed its proportionate share. The resolution further provides the City will fund 25% of the project cost, leaving 75% of the cost to the property owners.

The City prepared a bid solicitation for this work and bids were opened on Monday, July 22, 2024. Only one bid was received, from Santos Cement 1, Inc. of Lincoln Park, Michigan, at an amount of nearly three times the engineer's estimate for this work.

Councilmember Ketchum made a motion, seconded by Councilmember Cowling, to reject the bid from Santos Cement 1, Inc. of Lincoln Park, Michigan and authorize rebidding of the 2024 Sidewalk Improvement Project. If the project is approved for rebidding, in addition to publicly posting the bid, staff will directly e-mail the bid solicitation to nine area contractors, in addition to the two area contractors previously e-mailed a copy of this bid opportunity.

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

NAYS: None

**MOTION CARRIED**

**(VII-7) Bid Award – Wastewater Treatment Plant (WWTP) Capitol Improvement Project Bid**

In accordance with the City of Ionia 2025 – 2030 Capital Improvement Plan, plans and specifications were recently developed by Fishbeck Engineering to replace several critical pumps, grinders and associated equipment in the wastewater treatment plant. Most of this equipment dates to 1991 when the plant was expanded.

Bids for the purchase and installation of this equipment were opened on July 30 at 2 PM and read as follows:

<b>Bidder</b>	<b>Location</b>	<b>Bid Amount</b>
Allied Mechanical Services	Grand Rapids, MI	\$693,757
DHE Plumbing & Mechanical	Dorr, MI	\$664,900
FHC Mechanical Contractors	Wyoming, MI	\$654,500

The tight bidding pattern indicates all contractors had a good understanding of the project scope. All three of these companies have worked in the WWTP previously and performed well. Following a complete bid review and post-bid interview, Fishbeck Engineering provided a letter recommending the project be awarded to FHC Mechanical Contractors.

Councilmember Cook made a motion, seconded by Councilmember Lee, to approve the bid from FHC Mechanical Contractors of Wyoming, MI in the amount of \$654,500 to proceed with the 2024-25 WWTP Capital Improvement Project.

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

NAYS: None

**MOTION CARRIED**

**(VII-8) Fishbeck Engineering Professional Services Agreement – Annual Rate Increase**

The City of Ionia has a long-standing professional services agreement (PSA) with Fishbeck Engineering, dating back to 2002. The engineering services of Fishbeck are regularly used for nearly all Utilities Department projects, various engineering studies, long-term landfill monitoring, and most street reconstruction projects. The original Fishbeck PSA indicates that invoicing will take place on an hourly basis in accordance with Fishbeck’s current hourly rate schedule, typically updated each June.

Council reviewed the proposed hourly rate schedule from Fishbeck which is effective until the next anticipated update in June 2025. The new schedule reflects a 4% discount from Fishbeck over normal rates due to the long-term relationship with the City. Council also reviewed a spreadsheet showing the proposed rate increase from 2023 to 2024 which overall, when averaged the rates are increasing by 2.9% with a median and mode increase rate of 4.5%.

Chapter 212 of Part Two, Administrative Code of the Codified Ordinances of the City of Ionia excludes professional services from competitive bidding. However, it does not exclude such agreements from council approval in the event the resulting purchase will exceed \$10,000. Therefore, the 2024 Fishbeck hourly rate schedule was subject to City Council approval, which is consistent with the City’s past practice.

Following a discussion about future engineering contracts, Councilmember Millard made a motion, seconded by Councilmember Cook, to approve the Fishbeck Engineering hourly rate schedule effective June 8, 2024 with the 4% discount to the City as noted.

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

NAYS: None

**MOTION CARRIED**

**(VII-9) Hale Park Redesign – Parking Lot & Stormwater Management**

Hale Park is in an area of the city that possesses poor soils, which makes construction challenging. As part of the original Hale Park design process, modifications were required to the concept plan submitted with the grant application to work around these poor soils, which were identified during pre-engineering work. However, test soil borings do not always provide a full delineation of the extent of the poor soil

conditions. During recent construction activities, excavation revealed more extensive poor soil conditions than originally anticipated. As a result, it is now known that if the parking lot is constructed as currently designed, premature cracking and asphalt failure in the northeast quadrant of the lot could occur.

After a meeting on site with the contractor, design firm and city staff, it was determined the best course of action is to redesign the parking area by eliminating the off-street lot and instead, creating a linear strip of off-street parking along the west side of the park. Modifying the parking in this way will reduce the amount of required asphalt, sidewalk, as well as the size of the onsite stormwater retention pond. Parking spaces will decrease slightly from 29 to 24.

Councilmembers reviewed a proposal from MCSA Group to complete the required redesign and additional construction administration.

Councilmember Cook made a motion, seconded by Councilmember Millard, to approve the additional professional fees from MCSA Group, in an amount not to exceed \$17,500, to redesign the Hale Park parking and stormwater retention areas due to poor soil conditions. It is anticipated a budget amendment of approximately \$12,000 will be required later in this fiscal year to cover this additional expense.

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

NAYS: None

#### **MOTION CARRIED**

### **VIII. APPOINTMENTS**

#### **(VIII-1) Appointments to Ad-Hoc Ionia Theatre Committee**

Per Section 2.03 Mayor of the City Charter of the City of Ionia, it is the duty of the mayor to appoint, with the advice and consent of the City Council, the members of citizen advisory boards and commissions. Additionally, the “Rules of Order and Conduct for City Council Meetings for the City of Ionia City Council,” provide that special or ad hoc committees may be created by the City Council, with members appointed by the mayor, subject to Council approval.

At the June meeting, Council approved the establishment of the Ionia Theatre Committee, an ad hoc committee to develop a strategic plan for the theatre’s future operations. It was suggested the committee consist of no more than 12 members and include several City Council members as well as a few other community members that have a passion for reinvigorating/transforming the Ionia Theatre for future operational success. It is expected the Ionia Theatre Committee will meet for approximately six months to accomplish its mission of devising and recommending a theatre operations strategic plan

Mayor Milewski met with numerous individuals and recommended a committee of ten members to compose the Ionia Theatre Committee, six of whom have been identified and confirmed willing to serve:

1. John Milewski, Mayor
2. Tom Millard, Council Member
3. Rich Starr, Council Member
4. Mike Clark, Ionia Free Fair Manager
5. Karlee Bailey, Downtown Representative
6. Ashley Brownell, Ionia Chamber of Commerce
7. Precia Garland, City Manager (ex-officio)
8. Gary Ferguson, Theatre Director (ex-officio)

Councilmember Starr made a motion, seconded by Councilmember Ketchum, to appoint the aforementioned individuals to serve on the ad hoc Ionia Theatre Committee.

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

NAYS: None

### **MOTION CARRIED**

#### **(VIII-2) DDA Board Appointment**

Per Section 2.03 Mayor of the City Charter of the City of Ionia, it is the duty of the mayor to appoint, with the advice and consent of the City Council, the members of citizen advisory boards and commissions. The following individual has been recommended by Mayor John Milewski to begin service on the following boards and commissions, subject to council approval:

#### **Downtown Development Authority – (4 year terms)**

Tricia Meyers – Unexpired Term through 12/31/25

Councilmember Millard made a motion, seconded by Councilmember Cook, to appoint Tricia Meyers to serve on the Downtown Development Authority for the unexpired term ending December 31, 2025.

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

NAYS: None

### **MOTION CARRIED**

## **IX. CITY DEPARTMENT REPORTS & MINUTES FROM BOARDS & COMMISSIONS**

Written reports provided to Council.

## **X. GOOD OF THE ORDER/CITY COUNCILMEMBER COMMENTS**

**City Clerk Mary Patrick:** (1) Thanked all those that assisted with election-related tasks: Matt Painter and Keegan Rice (Parks & Rec), Gary Cunningham and DPW staff, Chris Hyzer, and Jonathan Bowman; (2) Provided data from the August 6, 2024, Primary Election. Of the 5,187 current registered voters in the City, a total of 669 voters participated (13% voter turnout): Early voting (9 days): 20 people voted from the City (a total of 183 within Ionia County). Absentee ballots: 388 returned of the 596 ballots sent. Election Day: 261 people voted in person. (3) Following certification as Trainers, Jonathan Bowman and Patrick taught Election Inspector Training in May, resulting in about 40 Election Inspectors receiving their two-year accreditation; (4) Preparation for November 5, 2024, Presidential Election begins in 30 days.

**City Manager Precia Garland:** (1) Master Plan survey responses can be submitted on-line until August 15; (2) The community engagement session held on July 30 at the Armory and Community Center was well-attended and yielded great ideas from citizens for the Riverside-Deerfield project; (3) Dates to remember: September 14—"Dump-Your-Junk" day, September 16—Brush & Yard Waste Removal, September 23—First Impressions In Tourism Community Forum, 5:30-8:00 PM, at the Ionia Theatre.

**Mayor John Milewski:** (1) Drove around Ionia following the last storm to check for power outages and any damage; (2) Thanked everyone that assisted with the election in any way; (3) Ionia Free Fair experienced low crowds until the last Saturday night when a boom in ride sales occurred, the highest 1-day amount in 7 or 8 years; (4) University of Michigan Health-Sparrow Ionia and Eaton Hospitals now share a President, Linda Reetz. There is additional need for a medical office building to expand services, room for doctor's offices, and a surgical suite; (5) Kindergarten through twelfth grade will begin a new year soon; (6) Welcomed Public Safety Director Cory McDiarmid to his new position that began on August 1.

**Tom Millard:** (1) He and Jani have been working elections for several years, finding it to be a great education and an enjoyable experience working with the group of other election workers; (2) Acknowledged the Ionia Free Fair Board for its work in adjusting “on-the-go” with each day of rain. Some great additions to the Fair, especially the metal “tent” used for all Free Stage events; (3) Has been able to observe the work on Washington Street and noted that it’s a great job being done by C & L Trucking and Fishbeck Engineering.

**Rich Starr:** (1) Citing the recent crash into his yard, he will be interested when the time comes for a discussion about narrowing the street; (2) Thanks to all election workers.

**Tim Lee:** The Ionia Free Fair continues to be a good cornerstone of Ionia’s summers.

**Dawn Ketchum:** Asked Matt Painter about providing soccer nets for kids.

## **XI. CLOSED SESSION**

None.

## **XII. ADJOURNMENT**

Councilmember Millard made a motion, seconded by Councilmember Cook, to adjourn. The meeting was adjourned at 8:38 PM.

Submitted by:

Mary Patrick  
Ionia City Clerk