

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, JANUARY 10, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given Pastor Larry Matro, Trinity Lutheran Church.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, Parks and Cemetery Director, City Clerk

Mayor Perez read the following proclamation:

**WHEREAS**, Elizabeth Lillian “Bette” Reed was born in on January 1, 1924; and

**WHEREAS**, Bette graduated Sturgis High School in 1941; and

**WHEREAS**, Bette graduated University of Michigan School of Nursing in 1945 as a member of the United States Cadet Nursing Corps Program; and

**WHEREAS**, Bette and James Lawrence, Jr. were married in 1946 and raised four children, Cynthia, James III, Claudia and LeAnn and were also foster parents to 14 teenage girls; and

**WHEREAS**, Bette worked at Sturgis Memorial Hospital in Sturgis until the birth of her second child; and

**WHEREAS**, Bette served as a leader and volunteer for many organizations in the area including the St. Joseph County Council on Aging, Substance Abuse Council of St. Joseph County, Alcohol Council in Three Rivers, 800 Myrtle Recovery Home, Sturgis Women’s Club, and Sturgis Hospital Auxiliary as well as serving as Pregnancy Helpline’s first President and founding the Trinity Lutheran School Clothing Bank; and

**WHEREAS**, Bette was named Citizen of the Year in Sturgis in 1975, was runner up as Michigan’s Mother of the Year in 1976, was awarded the Book of Golden Deeds by the Sturgis Exchange Club in 1977, and was awarded the Silver Salute Award from the Michigan State Extension Service Family Living Education Division in 1981.

**NOW, THEREFORE, BE IT RESOLVED**, The Sturgis City Commission recognizes Elizabeth Lillian “Bette” Lawrence for 100 years of life and service in the Sturgis Community, wishes her a happy 100<sup>th</sup> birthday, and hopes that she will enjoy many more to come.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of January 10, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

- APPROVE the minutes from the December 20, 2023 work session as presented.
- APPROVE the minutes from the December 20, 2023 regular meeting as presented

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,579,544.17 as presented.

**C. DDA Board Resignation**

- ACCEPT the resignation of Courtney McClain from the DDA Board and SEND a letter of recognition for her service.

**D. Splash Pad Rules**

- APPROVE the Splash Pad Rules and sign location as presented.

**E. 2024 Downtown Event Requests**

- APPROVE the 2024 Downtown Events Requests as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided information on a request from the building owner for placement of a grease interceptor for the restaurant which would need to be placed on City property. Discussion followed. John Carmichael, property owner, provided additional details regarding the request.

Moved by Comm. Mullins and seconded by Comm. Miller to approve the Utility Easement document with RB Qalich, LLC for installation of a grease interceptor as presented.

**Voting yea: Seven**

**Voting nay: Bir, Smith**

**MOTION CARRIED**

City Engineer Barry Cox provided information on the MDOT contract for the construction of North Franks Ave. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Mullins to approve the contract between the City of Sturgis and MDOT (#23-5510) for the completion of the N. Franks Avenue Improvements Project and authorize City Manager Andrew Kuk and Mayor Frank Perez to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: Smith**

**MOTION CARRIED**

City Engineer Barry Cox provided information on a request to install monitoring wells in Pioneer Park for the adjacent gas station. Carol Goss, engineer representing gas station, provided information on the purpose of the monitoring wells. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Access Agreement with GPM Southeast, LLC for Pioneer Park as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to recess the City Commission meeting.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

**City Commission meeting recessed at 7:10 p.m.**

City Manager Andrew Kuk called the meeting to order for the Sturgis Housing Development Corporation at 7:10 p.m.

Moved by Dir. Hile and seconded by Dir. Smith to go into Closed Session to discuss the purchase of property.

**Voting yea: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Miller, Perez, Kuk**

**Voting nay: None**

**MOTION CARRIED**

**Meeting recessed at 7:10 p.m.**

**Meeting reconvened at 7:28 p.m.**

Moved by Dir. Hile and seconded by Dir. Smith to approve the purchase agreement between the SHDC and GT Housing, LLC as presented subject to final attorney review.

**Voting yea: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Miller, Perez, Kuk**

**Voting nay: None**

**MOTION CARRIED**

**Mr. Kuk adjourned the SHDC meeting at 7:29 p.m.**

**The City Commission meeting reconvened at 7:30 p.m.**

John Carmichael, GT Housing LLC, provided concepts about the development of 200 E. Chicago Road. Discussion followed.

The meeting was adjourned at 7:35 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION**  
**WEDNESDAY, JANUARY 24, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:15 p.m.

Commissioners present: Bir, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez  
Commissioners absent: Mullins, Nieves

Also present: City Manager, City Controller, City Clerk

City Manager Andrew Kuk explained that with the Sturgis 2022 vision timeframe completed, it is time once again to look at the future of the organization and lay out some guiding visions and goals to help shape future actions, projects, and budgetary priorities for the next five years. Discussion included outlining a proposed framework to categorize areas of action, timelines for the process, Sturgis 2022 and other related issues.

The meeting was adjourned at 5:45 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, JANUARY 24, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Bir, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez  
Commissioners absent: Mullins, Nieves

Also present: City Attorney, City Manager, City Controller, City Engineer, DPS Superintendent, City Clerk

Tyler Joldersma, Enterprise Fleet Management, gave a presentation of how their company would manage the City's fleet of vehicles, related costs and savings, and their experience in the field. Discussion followed.

Jason Bingaman, St. Joseph County Undersheriff Jason Bingaman, explained that he is running for County Sheriff and provided his qualifications.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins, Nieves      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of January 24, 2024 as presented.

**8A.    Action of Minutes of Previous Meetings**

- APPROVE the minutes from the January 10, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,574,570.72 as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins, Nieves      MOTION CARRIED**

City Engineer Barry Cox provided information on the construction of 1,300 feet of 12-inch water main and 10-inch sanitary sewer main. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Bir to approve Task Order #15 with Fleis and VandenBrink Engineering, Inc. for final design and bidding phase services for the E. Lafayette phase 2 utility improvements project in the amount of thirty-one thousand five hundred dollars (\$31,500.00) and authorize the City Manager to sign all necessary documents.

**Voting yea: Six      Voting nay: Smith      Absent: Mullins, Nieves      MOTION CARRIED**

DPS Superintendent Tom Sikorski provided information on the need for a public water system Operator-in-Charge (OIC) and the City's plan to meet this requirement until a City Staff member can meet the requirements. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the hiring of a Certified Drinking Water System Operator (OIC), as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins, Nieves      MOTION CARRIED**

The meeting was adjourned at 7:37 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION  
WEDNESDAY, FEBRUARY 7, 2024  
WIESLOCH RAUM – CITY HALL**

Vice-Mayor Miller called the meeting to order at 5:00 p.m.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller

Commissioners absent: Mayor Perez

Also present: City Manager, City Controller, Electric Department Superintendent, Community Development Director, City Clerk

City Manager Andrew Kuk introduced representatives from MPPA, Prism Power, and GRP Engineering who presented information on utility scale battery storage.

Jeremy Jones, Prism Power, provided information on a USDA funding program which would provide a loan for building the battery storage facility. He also provided details on the battery system and possible locations.

Robert LaLond, MPPA, Nic Winsemius, GRP Engineering, and Electric Department Superintendent Chris McArthur provided information on the benefits to the City. They also provided information on a new substation that would be included as part of the project.

Discussion followed.

It was explained that the loan application would need to be submitted by February 15, 2024 and therefore, a decision to move forward would need to be made by the next City Commission meeting on February 14, 2024.

Moved by Comm. Hile and seconded by Comm. Mullins to go into Closed Session for the purpose of the discussion of the potential purchase of Property.

**Voting yea: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Miller**

**Voting nay: None**

**Absent: Perez**

**MOTION CARRIED**

**Meeting recessed at 6:07 p.m.**

**Meeting reconvened at 6:15 p.m.**

The meeting was adjourned at 6:15 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION  
WEDNESDAY, FEBRUARY 14, 2024  
WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:30 p.m.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Manager, City Controller, Public Safety Director, City Clerk

Public Safety Director Ryan Banaszak provided information on the shortcomings of the Police Division's current records management system and look at an affordable solution to fix those issues and ensure appropriate case and evidence management in line with accreditation standards. Discussion followed.

The meeting was adjourned at 6:00 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***



**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, FEBRUARY 14, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, Electric Department Superintendent, Community Development Director, City Clerk

Dr. Art Ebert, Sturgis Public Schools Superintendent, will provide some updates for Sturgis Public Schools and discuss their upcoming millage that will be on the May ballot. Discussion followed.

Robbie Slagle, 713 Langrick, explained that the lighting in Langrick Park is limited.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of February 14, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

- APPROVE the minutes from the January 24, 2024 work session as presented,
- APPROVE the minutes from the January 24, 2024 regular meeting as presented.
- APPROVE the minutes from the February 7, 2024 special meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$2,882,466.46 as presented.

**C. N. Clay St. Dedication for Right of Way**

- ADOPT the resolution as presented to accept conveyance and dedication of the property shown on Exhibit A as part of the “North Clay Street” right of way and used for public right of way purposes.

**D. Subdivision No. 2 Lot Sales**

- AUTHORIZE City Manager Andrew Kuk to sell, on behalf of the City of Sturgis, lots in Sturgis Subdivision No. 2 at the price of \$5,000.00 per lot set or at prices otherwise approved by the Commission and AUTHORIZE and DIRECT City Manager Andrew Kuk to execute all documents

that he, in his discretion, deems appropriate to complete the sale of lots in Sturgis City Subdivision No. 2 and transfer same from the CITY to the relevant purchaser(s).

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Community Development Director Will Prichard provided a history on the discussions related to the potential allowance of chickens within City limits. Discussion followed.

**The City Commission had consensus to provide comments to City Staff and discuss the specific ordinance and ballot language at a future meeting.**

Electric Department Superintendent Chris McArthur provided updated information on the discussion regarding utility level battery storage. City Manager Andrew Kuk and representatives of MPPA and Prism Power provided details on the proposed term sheet.

Moved by Comm. Hile and seconded by Comm. Bir to approve the non-binding Term Sheet with Electric City ESS LLC for a battery storage project as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox explained that the City received a Michigan Department of Transportation (MDOT) Small Urban grant of \$385,000.00 to resurface and reconstruct N. Franks Avenue from E. Hatch Street to the N. Franks Avenue roundabout. He also provided details on the task order for construction phase services. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to approve Task Order #7a with Fleis and VandenBrink Engineering, Inc. of Grand Rapids, Michigan in the amount of \$101,000.00 for construction oversight and project administration services on the N. Franks Avenue Reconstruction construction project and authorize the City Manager to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: Smith**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Hile to approve a contingency budget for the N. Franks Avenue Reconstruction project in the amount of fifty-seven thousand dollars (\$57,000.00) as presented.

**Voting yea: Eight**

**Voting nay: Smith**

**MOTION CARRIED**

City Engineer Barry Cox explained that the Main Street project set for construction in 2024 includes new sidewalk construction and shared use path construction along W. Main Street between N. Nottawa Street and N. Clay Street (west leg) and that costs for new sidewalk construction is split 50/50 between the City and the property owner. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to set a Public Hearing of Necessity for March 11, 2024 at 6:00 pm in the Wiesloch Raum of City Hall, 130 N. Nottawa.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Com. Hile and seconded by Cm. Smith to go into Closed Session to discuss the purchase of property and union negotiations.

**Voting yea: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Miller, Perez**

**Voting nay: None**

**MOTION CARRIED**

**Meeting recessed at 7:45 p.m.**

**Meeting reconvened at 8:15 p.m.**

Moved by Comm. Hile and seconded by Comm. Perez to approve the changes to the CBA with the IBEW Local #1392 as presented and authorize the City Manager to sign all necessary documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 8:15 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, FEBRUARY 28, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Mullins.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, Public Safety Director, Deputy Police Chief, Deputy Fire Chief, City Clerk

Public Safety Director Ryan Banaszak introduced Deputy Director of Police Operations Jeff Case and Firefighter Jaden Bodi. City Clerk/Treasurer Kenneth Rhodes swore them in.

Chad Spence explained that he is running for St. Joseph County sheriff and provided his qualifications. Dave Northrop, running as Undersheriff, also provided his qualifications.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of February 28, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

- APPROVE the minutes from the February 14, 2024 work session as presented,
- APPROVE the minutes from the February 14, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,560,833.58 as presented.

**C. Set Public Hearing for Sidewalk Repairs on Main Street**

- SET a Public Hearing of Necessity for March 27, 2024 at 6:00 pm in the Wiesloch Raum of City Hall, 130 N. Nottawa Street.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

As a follow up to a recent work session, Public Safety Director Ryan Banaszak provided additional information on the need for a new records management software. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Bir to approve the quote for services from Core Technology for 18 months of service of the Talon Incident Management System in the total amount of thirty-thousand, four hundred and sixty-four dollars (\$30,464.00) as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Public Safety Director Ryan Banaszak provided information on the City's program for replacing firearms in the department. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Bir to approve the purchase of police firearms from Acme Outdoors in an amount not-to-exceed fifty-seven six hundred eighty-three dollars (\$57,683.00) and authorize the sale of firearms to officers for on-duty use as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Controller Holly Keyser provided a Quarterly Financial Update. Discussion followed.

City Clerk/Treasurer provided information on the Presidential Primary election. Discussion followed.

The meeting was adjourned at 7:45 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**SPECIAL MEETING  
STURGIS HOUSING DEVELOPMENT CORPORATION  
WEDNESDAY, FEBRUARY 28, 2024  
WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 7:45 p.m.

Moved by Dir. Mullins and seconded by Dir. Smith to go into Closed Session to discuss the purchase of property and to consider material exempt from discussion or disclosure by state or federal statute.

**Voting yea: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Miller, Perez, Kuk**

**Voting nay: None**

**MOTION CARRIED**

**Meeting recessed at 7:45 p.m.**

**Meeting reconvened at 8:06 p.m.**

Moved by Dir. Mullins and seconded by Comm. Hile to authorize the City Manager to sign lease documents with a State of Michigan agency for 203 N. Nottawa with terms as presented pending final legal review.

**Voting yea: Ten**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 8:06 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION**  
**MONDAY, MARCH 11, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:00 p.m.

Commissioners present: Mullins, Nieves, Albarran, Smith, Harrington, Vice-Mayor Miller,  
Mayor Perez

Commissioners absent: Bir, Hile

Also present: City Manager, City Controller, City Clerk

City Manager Andrew Kuk provided details on the feedback collected from Commissioners on visions and goals for the next five years. Discussion followed. The goals will next be discussed at the planning session as a kickoff to the budget process.

The meeting was adjourned at 5:55 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**MONDAY, MARCH 11, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Vice-Mayor Miller, Mayor Perez

Commissioners absent: Hile

Also present: City Attorney, City Manager, City Controller, Electric Department Superintendent, City Clerk

Moved by Comm. Smith and seconded by Comm. Miller to approve the agenda as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**

Moved by Comm. Smith and seconded by Comm. Bir to approve the Consent Agenda of March 11, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

- APPROVE the minutes from the February 28, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,946,305.30 as presented.

**C. DDA, BRA, EDC and LDFA Board Resignation**

- ACCEPT the resignation of Eric Eishen from the DDA, BRA, EDC and LDFA boards and SEND a letter of recognition for his service.

**D. Trinity Lutheran Church Cross Walk**

- APPROVE the requests for the 2024 Trinity Lutheran Church Cross Walk as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**



Mayor Perez opened the Public Hearing related to the 2024 New Sidewalk & Shared Use Path Construction.

City Manager Andrew Kuk provided details on the new sidewalk that would be built on Main Street as part of the street reconstruction.

There were no comments from the public.

Mayor Perez closed the Public Hearing.

Moved by Comm. Harrington and seconded by Comm. Smith to approve Special Assessment District #2024-01 for the 2024 New Sidewalk Program as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided details on the bids for the Industrial & Central Substation Upgrades. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the bid from Electrical Power Products in the amount of forty-four thousand two hundred and thirty-three dollars (\$44,233.00) as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**

**The City Commission had consensus to direct City Staff to review the provision of dogs running at large as it relates to a kennel and a front yard.**

The meeting was adjourned at 6:29 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**MONDAY, MARCH 11, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Vice-Mayor Miller, Mayor Perez

Commissioners absent: Hile

Also present: City Attorney, City Manager, City Controller, Electric Department Superintendent, City Clerk

Moved by Comm. Smith and seconded by Comm. Miller to approve the agenda as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**

Moved by Comm. Smith and seconded by Comm. Bir to approve the Consent Agenda of March 11, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

- APPROVE the minutes from the February 28, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,946,305.30 as presented.

**C. DDA, BRA, EDC and LDFA Board Resignation**

- ACCEPT the resignation of Eric Eishen from the DDA, BRA, EDC and LDFA boards and SEND a letter of recognition for his service.

**D. Trinity Lutheran Church Cross Walk**

- APPROVE the requests for the 2024 Trinity Lutheran Church Cross Walk as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**

Mayor Perez opened the Public Hearing related to the 2024 New Sidewalk & Shared Use Path Construction.

City Manager Andrew Kuk provided details on the new sidewalk that would be built on Main Street as part of the street reconstruction.

There were no comments from the public.

Mayor Perez closed the Public Hearing.

Moved by Comm. Harrington and seconded by Comm. Smith to approve Special Assessment District #2024-01 for the 2024 New Sidewalk Program as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided details on the bids for the Industrial & Central Substation Upgrades. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the bid from Electrical Power Products in the amount of forty-four thousand two hundred and thirty-three dollars (\$44,233.00) as presented.

**Voting yea: Eight      Voting nay: None      Absent: Hile      MOTION CARRIED**

**The City Commission had consensus to direct City Staff to review the provision of dogs running at large as it relates to a kennel and a front yard.**

The meeting was adjourned at 6:29 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION  
WEDNESDAY, APRIL 10, 2024  
WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:15 p.m.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Manager, City Controller, City Clerk

The City Commission discussed potential modifications to the City Commission Procedural Policy relating to pay, reimbursement, clothing, and other issues. An amended Policy will be brought back for discussion at a future meeting.

The meeting was adjourned at 5:55 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, APRIL 10, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Nieves, Albarran, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, Wastewater Superintendent, SYCA Director, DPS Director, City Clerk

The following proclamation was presented:

**WHEREAS**, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and;

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and;

**WHEREAS**, Arbor Day is now observed throughout the nation and the world, and;

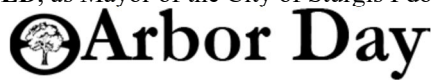
**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and;

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and;

**WHEREAS**, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and;

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal.

**NOW THEREFORE BE IT RESOLVED**, as Mayor of the City of Sturgis I do hereby proclaim April 26<sup>th</sup> 2024, as



In the City of Sturgis and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands,

**AND FURTHER**, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

The following proclamation was presented:

### **FAIR HOUSING MONTH**

**WHEREAS**, The Fair Housing Act was enacted on April 11, 1968 and enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

**WHEREAS**, The Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

**WHEREAS**, the Fair Housing Act seeks to provide equal housing opportunities, to affirmatively further housing choices, to eliminate legal barriers to equal housing and to emphasize equal housing as a fundamental human right for all; and

**WHEREAS**, individuals in Sturgis have the right to choose where to live without discrimination based on race, color, religion, age, sex, disability, gender identity, familial status or national origin; and

**WHEREAS**, the City of Sturgis fully supports the intent and purpose of the Federal Fair Housing Act and looks to promote and further policies and practices in order to achieve the goal of ending housing discrimination.

**NOW THEREFORE BE IT RESOLVED** that the City Commission of the City of Sturgis does hereby declare the month of April 2024 as “Fair Housing Month” in Sturgis.

Kelly Weaver, White Pigeon Township, provided information on a petition related to solar and wind power and local zoning. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of April 10, 2024 as presented.

#### **8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the March 27, 2024 regular meeting as presented.

#### **B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$1,961,329.61 as presented.

#### **C. Fawn River Township PA 425 Agreement #5 Transfer**

ADOPT the Transfer of Properties from Fawn River Township (Agreement #5) Resolution for vacant lots on Farwell Avenue as presented.

#### **D. Iglesia Rios De Agua Viva Children’s Day**

APPROVE the requests for use of Memorial Park for Iglesia Rios De Agua Viva Children’s Day on April 27th as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Mayor Perez reopened the adjourned Public Hearing related to the 2024 Sidewalk Repair on Main Street.

City Engineer Barry Cox provided details on his evaluation of the necessary changes to the sidewalk repairs and associated assessments that would occur on Main Street as part of the street reconstruction.

Courtney Reingardt, inquired about a tree in front of her house and the criteria for hazardous sidewalks.

There were no other comments from the public.

Mayor Perez closed the Public Hearing.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Special Assessment District #2024-02 for the Main Street Sidewalk Repair Program as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

SYCA Director Jamie Eymer and Jeremy Burke provided information on the Two Wheeled Tuesdays which would take place in the parking lot at North Nottawa and West West Streets. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Mullins to approve the Two-Wheel Tuesday bike night events as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Controller Holly Keyser, DPS Director Tom Sikorski, and Aaron Butler, Enterprise Rental, provided details on a Fleet Management Program and an agreement for the City to begin leasing vehicles. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Miller to approve all necessary agreements with Enterprise Fleet Management under the Sourcewell Contract 030122-EFM to enter into a fleet management program and authorize the City Controller to sign all agreements as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Miller to approve the Vehicle Replacement Plan, authorizing purchases in a net amount not-to-exceed sixty-thousand dollars in FY 2023-2024 as presented and authorize the City Controller to sign all necessary documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Wastewater Superintendent Brandon Schrader provided information on a Task Order for clarifier replacement. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve Task Order #16 with Fleis and VandenBrink for design, bid, and construction phase engineering services for the WWTP primary clarifier #1 and intermediate clarifier #1 replacements in the amount of forty-three thousand and four hundred dollars (\$43,400.00).

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Wastewater Superintendent Brandon Schrader provided information on necessary repairs to a maintenance garage. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Albarran to approve the bid from RAM Construction Services for the repair to the WWTP maintenance garage in the amount of forty-five thousand two hundred and seventy-five dollars (\$45,275.00).

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 7:45 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***



**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, APRIL 24, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Mullins.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, Community Development Director, City Clerk

Commissioners discussed the resignation of Alan Albarran as 2<sup>nd</sup> Precinct Commissioner and whether the position should be filled at this time.

Moved by Comm. Mullins and seconded by Comm. Hile to leave the 2<sup>nd</sup> Precinct Commissioner open position vacant until the November election.

**Voting yea: Seven**

**Voting nay: Bir**

**MOTION CARRIED**

Josh Harter provided his qualifications as a candidate for St. Joseph County Drain Commissioner.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of April 24, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the April 10, 2024 work session as presented.

APPROVE the minutes from the April 10, 2024 regular meeting as presented.

**B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$1,788,488.34 as presented.

**C. 2024 Memorial Day Parade**

APPROVE the 2024 Memorial Day Parade and activities as presented.

**D. Board Resignation**

ACCEPT the resignation of Lee Austermann from the Zoning Board of Appeals, Sister City Committee, and Cemetery Board and SEND a letter of resignation for his service.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Community Development Director Will Prichard provided information on the ballot and ordinance language related to the allowance of urban chickens. Discussion followed.

Moved by Comm. and seconded by Comm. to approve ballot language as presented for the November 2024 election to amend the City Code of Ordinances related to the keeping, regulation, and permitting of urban chickens.

**Voting yea: Seven**

**Voting nay: Smith**

**MOTION CARRIED**

Moved by Comm. and seconded by Comm. to approve this the first reading of amendments to the City Code of Ordinances, Section 10.64, Appendix A - Zoning Code (Sections 1.1105 and 1.1401), and Appendix B - Fine Schedule regarding Urban Chickens as presented.

**Voting yea: Seven**

**Voting nay: Smith**

**MOTION CARRIED**

Sturgis Area Chamber of Commerce Director Kari Hatt provided details on the upcoming Sturgis Fest events. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the requests for Sturgis Fest 2024 as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided details on the bids related to the Main Street reconstruction. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Bir to approve the contract for the Main Street Utility and Street Improvements Project with Concord Excavating and Grading, Inc. in the amount of two million, two hundred eighteen thousand, one hundred eighty-two dollars and thirty-six cents (\$2,218,182.36) and authorize the City Manager to sign all necessary documents.

**Voting yea: Seven**

**Voting nay: Smith**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Mullins to approve a contingency budget of two hundred twenty-two thousand dollars (\$222,000.00) for the Main Utility and Street Improvements Project.

**Voting yea: Seven**

**Voting nay: Smith**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Mullins to approve Task Order 11b with Fleis and VandenBrink Engineering, Inc. for construction phase services on the Main Street Utility and Street Construction Project in the amount of two hundred thirty-four thousand dollars (\$234,000.00) as presented.

**Voting yea: Seven**

**Voting nay: Smith**

**MOTION CARRIED**

City Engineer Barry Cox provided information on the parcels to be transferred into the City based on the Fawn River Township Agreement #3. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to adopt the resolution as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided information on a review of the ordinance related to dogs running at large. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to consider this the first reading of an amendment to the City Code of Ordinances, Chapter 10 – Animals, Sections 10-2 and 10-31 pertaining to dogs running at large as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Clerk/Treasurer Kenneth Rhodes explained that one application has been received, from John Carmichael, for the vacancy on the EDC/BRA and LDFA Board of Directors. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Mullins to appoint John Carmichael to fill the unexpired term of Eric Eishen on the EDC/BRA and LDFA Board of Directors.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Mayor Perez explained that he had been asked and has accepted the invitation to run for the Michigan legislature as State Representative.

The meeting was adjourned at 7:45 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, MAY 8, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, Electric Department Superintendent, Economic Development Specialist, City Clerk

Economic Development Specialist Jeff Coney provided details on a proposed lighting project on downtown buildings and funding mechanisms. Discussion followed.

DPS Director Tom Sikorski provided information on the following proclamation:

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of Sturgis, Michigan; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Sturgis to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association;

NOW, THEREFORE, BE IT RESOLVED, I, Frank Perez, Mayor of City of Sturgis, do hereby designate the week May 19–25, 2024, as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

City Engineer Barry Cox provided information on the following proclamation:

WHEREAS, water is our most valuable natural resource; and  
WHEREAS, drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for the quality of life our citizens enjoy; and  
WHEREAS, tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and  
WHEREAS, the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking water or a member of a pipe crew maintaining the infrastructure communities rely on to transport high quality drinking water from its source to consumers' taps; and  
WHEREAS, we are all stewards of the water infrastructure upon which current and future generations depend; and  
WHEREAS, the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water by familiarizing themselves with it;  
NOW, THEREFORE, I, Frank Perez, Mayor of City of Sturgis, do hereby designate the week May 5–11, 2024, as Drinking Water Week.

Craig Crabill – Sherman Township, Cathi Abbs – 917 Cheshire, and Kim King – 916 Grand provided information about election data. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of May 8, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the April 24, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,328,132.28 as presented.

**C. Fireworks Approvals**

- AUTHORIZE Deputy Public Safety Director – Fire Division Andrew Strudwick or his designated representative to complete all necessary permit reviews and SIGN all necessary documents for a community fireworks display.
- APPROVE closure of West Lafayette and temporary no parking on North Centerville as presented.

**D. Annual PA 95 Opt-Out**

- APPROVE the recommendation to opt-out of Public Act 95 of 2013 for the 2024-2025 heating season.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided information on the changes to the City Commission Procedural Policy. Discussion followed on potential additional changes to the Policy

Moved by Comm. Mullins and seconded by Comm. Hile to approve the changes to the City Commission Procedural Policy as presented.

**Voting yea: Mullins, Harrington, Hile, Miller**

**Voting nay: Bir, Nieves, Smith, Perez**

**MOTION DEFEATED**

**The City Commission had consensus to postpone consideration of the City Commission Procedural Policy to a future meeting.**

City Manager Andrew Kuk provided information on the amendments to the ordinance pertaining to the keeping of dogs. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to consider this the second reading of and approve an amendment to the City Code of Ordinances, Chapter 10 – Animals, Sections 10-2 and 10-31 pertaining to dogs running at large effective May 28, 2024.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

**AMENDMENT TO THE CITY CODE OF ORDINANCES**  
**PERTAINING TO KEEPING OF DOGS**

An Ordinance to amend Chapter 10 – Animals, Article I. – In General, Sections 10-2 – “Notice to owner of dog or cat violation” and 10-31 – “Owner not to allow dog to run at large; impounding”; of the Ordinances of the City of Sturgis pertaining to keeping of dogs and to provide for an effective date of this Ordinance.

WHEREAS, the City Commission has determined that it is in the best interest of the residents of the City to modify Section 10-31 regarding the keeping of dogs.

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Chapter 10 – Animals, Article I. – In General, Sections 10-2 and 10-31 of the Ordinances of the City of Sturgis are hereby modified as follows effective May 28, 2024:

**Sec. 10-2. Notice to owner of dog or cat violation.**

The Public Safety Director or his designate may serve, or cause to be served, upon the owner or person harboring any dog or cat in violation of the provisions of this chapter a written notice, setting forth the time, date, place and circumstances of the violation and directing such owner or person harboring the dog or cat to comply with the provisions of this chapter.

**Sec. 10-31. Owner not to allow dog to run at large; impounding.**

- (a) No person shall own, harbor, or keep a dog which runs at large at any time..
- (b) For the purpose of this section, a dog shall not be considered to be running loose or at large whenever one of the following conditions are met:
  - 1. It is within the limits of the lands owned or possessed by its owner, keeper, or harborer or is on other private property with permission of that property’s owner and is:
    - i. Inside a structure that the dog cannot freely exit; or
    - ii. Is in an outdoor area that is legally physically or electronically fenced in such a way that the dog cannot freely exit the area; or
    - iii. Is legally securely tethered outdoors by means of a leash, chain, cord, or rope such that the dog cannot go beyond the limits of those lands, including onto public

sidewalk.

2. It is under control at all times of any person by means of a leash, chain, cord, or rope of reasonable length.
  3. It is within a motor vehicle and secured in such a way that the dog cannot freely exit the vehicle.
  4. It is within a public space designated by the City and identified by appropriate signage as an "off leash area" with rules and regulations of the area for the keeping of dogs posted.
- (c) Any dog found running at large may be impounded by any police officer and turned over to the county animal control officer for disposition as prescribed by the statutes of the state and policies adopted by the city and county.

City Manager Andrew Kuk provided information on the modification to the downtown Social District, which will not add to the boundaries, but will activate a sub-district across from the auditorium to accommodate the Tuesday bike night event. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the amendment to the City of Sturgis Downtown Social District Plan as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the activation of the Parking Lots 9 and 11 Sub Area during Two-Wheel Tuesdays in 2024.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided details on the bids received for the rehabilitation of downtown parking lot #6, between Nottawa and Pleasant Streets, and a timeline for the project. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the bid from Swarthout Excavating for Parking Lot #6 Improvements in the amount of six hundred forty-four thousand, four hundred, and ninety dollars and seventy-five cents (\$644,490.75) and authorize the City Manager to sign all necessary documents on behalf of the City.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve Task Order 02c with Fleis and Vandenbrink to provide construction oversight and administration for parking lot #6 in the amount of eighty-four thousand four hundred dollars (\$84,400.00) as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve a contingency budget of sixty-four thousand dollars (\$64,000.00), approximately 10% of the project award, for the Parking Lot #6 Improvements project.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided information on an upgrade to the City's emergency call-in system. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve a five (5) year agreement with Milsoft Utility Solutions for outage management, engineering analysis, WindMilMap, and field solutions software with a monthly cost of four thousand, two hundred and fifty-eight dollars and thirty-three cents (\$4,258.33) as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve training with Milsoft Utility Solutions for outage management and associated software in an amount not-to-exceed sixty-two thousand dollars (\$62,000.00) as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve the purchase and installation of a Scale server from Sonit Systems in the amount of fifty-nine thousand, eight hundred eighty-seven dollars and forty-two cents (\$59,887.42) as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Hile to approve a contingency budget for the project of twelve thousand dollars (\$12,000.00).

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided information on the upcoming rehabilitation of US12 next year and two projects that require City involvement including the downtown parking lanes and installation of sidewalk near Lakeview Ave. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Hile to approve completing milling, resurfacing and re-striping of parking areas on US-12 as part of the Michigan Department of Transportation's 2025 improvement project as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Hile to approve the installation of new sidewalk along the south side of US-12 from Lakeview Ave. to Maplecrest Ave. as part of the Michigan Department of Transportation's 2025 improvement project as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**



City Engineer Barry Cox provided information on the Source Water Resolution which would constitute an intent to protect the drinking water supply by the City and complete a management activity task. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Hile to approve the Source Water Resolution as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

**Resolution in Support of Source Water Protection**

WHEREAS, the City of Sturgis recognizes the importance of its groundwater supply as a natural resource used for drinking; and

WHEREAS, it is within the responsibility of the City of Sturgis as a public water supplier, to consider the health, safety, and welfare of its customers; and

WHEREAS, groundwater contamination can and does occur as a consequence of a variety of land use activities; and

WHEREAS, it is desirable to preserve and protect the quality of our groundwater resources to assure a continued safe, adequate, and useable supply, now and in the future; and

WHEREAS, the protection of current and potential future sources of groundwater used for drinking water is worthwhile from the standpoint of resource protection; and

WHEREAS, the Michigan Department of Environment, Great Lakes, and Energy (EGLE) has established rules and guidelines for establishing a Wellhead Protection Program,

NOW, THEREFORE, BE IT RESOLVED, that the Sturgis City Commission hereby commits to supporting approval, renewal, and implementation of the City of Sturgis' Wellhead Protection Plan developed for protection of the City's source water.

The meeting was adjourned at 7:43 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**ANNUAL MEETING  
STURGIS HOUSING DEVELOPMENT CORPORATION  
WEDNESDAY, MAY 8, 2024  
WIESLOCH RAUM – CITY HALL**

President Andrew Kuk called the meeting to order at 7:45 p.m.

President Andrew Kuk provided information on the resolutions appointing board members, officers, and an update to the bylaws changing the date of the annual meeting. Discussion followed.

Moved by Dir. Hile and seconded by Dir. Perez to approve the Consent Resolutions In Lieu of a Special and Annual Meeting as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

**CONSENT IN LIEU OF SPECIAL MEETING  
OF SHAREHOLDERS OF STURGIS HOUSING DEVELOPMENT CORP.**

All of the shareholders of Sturgis Housing Development Corp., a Michigan non-profit corporation (the "Corporation"), consent to the following actions:

1. The following persons are elected to serve as the directors of the Corporation until the next annual meeting of shareholders (or written consent in lieu of such a meeting), or until their successors are duly elected and qualified, or until their resignation or removal:

Richard Bir  
Linda Harrington  
Robert Hile  
Aaron Miller  
Jeff Mullins  
Emmanuel Nieves  
Frank Perez  
Marvin Smith  
Andrew Kuk

2. The shareholders received a report from City Staff on significant developments, major corporate transactions, certain related party transactions, and the operations and financial results of the Corporation for the preceding fiscal year. All actions of the Corporation's officers, directors and agents on behalf of the Corporation since the last annual meeting of shareholders (or written consent in lieu of such a meeting) are ratified.

This consent is given in lieu of a formal annual meeting of the Corporation's shareholders.

CONSENT IN LIEU OF ANNUAL MEETING  
OF BOARD OF DIRECTORS OF STURGIS HOUSING DEVELOPMENT CORP.

All of the members of the Board of Directors of Sturgis Housing Development Corp., a Michigan non-profit corporation (the "Corporation"), consent to the following actions:

1. The following persons are elected as officers of the Corporation to serve in the offices set forth opposite their names until further Board action or until their resignation or removal:

Andrew Kuk – President

Holly Keyser – Treasurer

Kenneth Rhodes – Secretary

2. The Bylaws attached to this Consent and dated May 8, 2024 are approved as the Bylaws of the Corporation, effective immediately.

3. The directors received a report from City Staff on significant developments, major corporate transactions, and the operations and financial results of the Corporation for the preceding year. All actions of the Corporation's officers and agents on behalf of the Corporation since the last annual meeting of the Board (or written consent in lieu of such a meeting) are ratified.

This consent is given in lieu of a formal annual meeting of the Corporation's Board of Directors.

City Engineer Barry Cox provided information on the interest by MDOT to acquire a Consent to Construct/Reconstruct Sidewalk rights to the property located at 606 W. Chicago Rd., owned by the SHDC, in order to address the ramp at the corner. Discussion followed.

Moved by Dir. Harrington and seconded by Comm. Perez to approve the Consent to Construct /Reconstruct Sidewalk at 606 W. Chicago Rd. (Subject: CS: 78022, JN: 210856, Parcel: 7044 Address: 606 W. Chicago Rd, Sturgis, MI 49091, County: St. Joseph) and accept the offer of three hundred dollars (\$300.00) and authorize President Andrew Kuk to sign all necessary documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 7:55 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, MAY 22, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Controller, City Engineer, Electric Department Superintendent, Economic Development Specialist, City Clerk

Mayor Perez read the following proclamation:

WHEREAS, Joseph De La Fuente served in the United States Army from 1951 to 1956, serving in Korea, Texas, Austria, Germany, and Italy in the First Cavalry Division and the 279th Regimental Combat Team as part of the 45th infantry Division, entering at the rank of private, serving later as an MP in Houston, Texas, and Salzburg and Vienna in Austria, and being discharged as a corporal; and WHEREAS, Joseph De La Fuente married Ann Boyce of Dowagiac, eventually moving to Sturgis and raising seven children up in Sturgis, with nine grandchildren and six great-grandchildren later to come over sixty-four years of marriage; and

WHEREAS, the De La Fuentes have been fifty-three years members of Holy Angels Catholic Church and fifty-three years residents of the Sturgis area; and

WHEREAS, Joseph De La Fuente will be traveling to our nation's capital on a special Talons Out Honor Flight to witness the Korean War Memorial with many of his fellow comrades on Saturday, May 4, 2024; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Sturgis honors Sturgis veteran, Joseph De La Fuente, and thanks him for his selfless service in the protection of his country and her citizens as he takes part in the Talons Out Honor Flight on May 4th; and

BE IT FURTHER RESOLVED, that the City of Sturgis wishes Joseph De La Fuente well as he enjoys many more years with his family.

Mr. De La Fuente thanked everyone for the honor and provided details on his trip to Washington DC. The City Commission and audience gave Mr. De La Fuente a standing ovation.

Representatives from the Michigan Association of Chiefs of Police presented the Department of Public Safety with their MACP Accreditation.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of May 22, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the May 8, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,719,046.50 as presented.

**C. 2024 David Locey Memorial Sturgis Youth Triathlon**

- APPROVE the requests for the 2024 David Locey Memorial Sturgis Youth Triathlon on June 15, 2024 as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Joe Verlin of Gabridge & Company presented the audit report of the City's financial performance for the period ending September 30, 2023.

City Assistant Engineer Brock Granger provided details on the bids received for crack sealing City streets. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the contract for the 2024 Crack Sealing Program to Asphalt Restoration, Inc. of Kalamazoo, Michigan for the unit price contract amount not to exceed \$121,621.90 and authorize the City Manager to sign the contract on behalf of the City.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided information on the interest by MDOT to acquire a Consent to Construct/Reconstruct Sidewalk rights to two City properties in order to address the ramp at the corner. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the good faith offer for the Consent to Construct/Reconstruct Sidewalk rights in the amount of three hundred dollars (\$300.00) for 507 W. Chicago Rd. and three hundred dollars (\$300.00) for 1205 E. Chicago Rd. and authorize the City Manager and/or City Controller to sign Acceptance of Offer as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to authorize the City Manager and/or City Controller to accept and sign additional forthcoming similar offers that are part of the 2025 MDOT project.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided details on a grant application for a project for vegetation management, focusing specifically on addressing large trees that overhang lines. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the match funds for the Department of Energy 40101d Grant in the amount of two hundred fifty-three thousand, two hundred dollars (\$253,200.00) as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

DPS Director Tom Sikorski provided information on a new computer program to monitor the City's water system, which was previously monitored by Electric Department Staff, but will now be handled separately by the Department of Public Services. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve a bid waiver for and the quote for the water SCADA system from UIS SCADA in the amount of forty-nine thousand, six hundred and seventy-five dollars (\$49,675.00) as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

DPS Director Tom Sikorski provided information on MDOT-Aero contract for crack sealing and paint marking at the airport. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Michigan Department of Transportation-Office of Aeronautics Fiscal Recovery Funds Crack Seal and Paint Marking Contract as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to adopt the Kirsch Municipal Airport Local Resolution designating Airport Manager Thomas Sikorski as an MDOT contract signer.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Clerk/Treasurer Kenneth Rhodes provided details on the annual boards and committee member appointments. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to reappoint all board members requesting reappointment and appoint Paul Martin to the SYCA Board and appoint Dennis Ghost to the Planning Commission.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Controller Holly Keyser provided information on the Quarterly Financials. Discussion followed.

The meeting was adjourned at 7:35 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, JUNE 12, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez  
Commissioners absent: Nieves

Also present: City Attorney, City Manager, City Controller, City Engineer, Electric Department Superintendent, Economic Development Specialist, City Clerk

Greg Lomax, 1624 Griffith Street, explained that people are speeding on Griffith Street. Discussion followed.

Michael Clipfell, 1007 N Lakeview, explained that there are often items on the terrace due to an eviction. The City Attorney explained that the requirement with an eviction is to put the items on the terrace area.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of June 12, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the May 22, 2024 regular meeting as presented.

**B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$1,879,847.53 as presented.

**C. Library on the Lawn**

APPROVE the Sturgis District Library's Library on the Lawn event at Oaklawn Park on August 2, 2024 as presented.

**D. Sturgis Bark Park Dedication**

APPROVE the Sturgis Bark Park Dedication as presented.

**E. Planning Commission Appointment**

APPOINT Taylor Stahl to the Sturgis Planning Commission through May 2027

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

City Clerk/Treasurer Kenneth Rhodes provided information on the required Public Hearing related to the millage rates on property taxes. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Mullins to set the 2024 millage rate Public Hearing for the June 26, 2024 regular meeting and direct City Staff to include 11.6689 mills for Operating Millage and 2.9967 mills for Streets/Sidewalk Improvement millage as part of the Public Hearing notice.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

SYCA Director Jamie Eymer explained that the ISD will again utilize the facility for their hospitality class for another year. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the license agreement between the St. Joseph County Intermediate School District and City of Sturgis for use of the kitchen and instructional space at the Sturges-Young Center for the Arts as presented.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

Facilities Manager Dan Root provided details on the bids received related to audio upgrades in the auditorium. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve bid from Stage Lighting and Sound for auditorium audio upgrades, equipment, and installation in the amount of one hundred thirty-one thousand five hundred fifty dollars and twenty cents (\$131,550.20) as presented.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve a contingency budget for the auditorium audio upgrade project in the amount of six thousand, six hundred dollars (\$6,600.00).

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

DPS Director Tom Sikorski provided details on the contract to fix the runway lights at the airport which were damaged after a lightning strike. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the quote from J. Ranck Electric, Inc. for the replacement lighting on Runway 01/19 at Kirsch Municipal Airport in the amount of one hundred and one thousand, eight hundred and fifty dollars (\$101,850.00) as presented and authorize Airport Manager, Thomas Sikorski to sign contract.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**



City Engineer Barry Cox provided details on the bids received for the rehabilitation of the remaining downtown parking lots. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the bid of Swarthout Excavating for the 2024 Parking Lot Improvements project in the amount of six hundred eighty-nine thousand, one hundred forty-two dollars, and eighty-five cents (\$689,142.85) as presented and authorize the City Manager to sign all necessary documents.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve Task Order #2d for Construction Phase services with Fleis and Vandenbrink Engineering, Inc. in the amount of eighty-three thousand, eight hundred dollars (\$83,800.00) and authorize the City Manager to sign all necessary documents on behalf of the City.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve a contingency budget for the 2024 Parking Lot Improvements project in the amount of one hundred and thirty-eight thousand, four hundred dollars (\$138,400.00).

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to recess the regular City Commission meeting.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

The meeting was recessed at 6:37.

**SPECIAL MEETING  
STURGIS HOUSING DEVELOPMENT CORPORATION  
WEDNESDAY, JUNE 12, 2024  
WIESLOCH RAUM – CITY HALL**

President Andrew Kuk called the meeting to order at 6:38 p.m.

Mr. Kuk explained that MDOT has provided another agreement for rehabilitation of a crosswalk on US-12 next to a property owned by the SHDC. Discussion followed.

Moved by Dir. Hile and seconded by Dir. Smith to authorize President Andrew Kuk to accept Consent to Construct/Reconstruct Sidewalk agreements with MDOT related to the 2025 US-12 projects for amounts not less than three hundred dollars, (\$300.00) and to sign all necessary documents.

**Voting yea: Seven      Voting nay: None      Absent: Nieves      MOTION CARRIED**

The meeting was adjourned at 6:40 p.m.

The City Commission meeting reconvened at 6:41 p.m.

Moved by Com. Hile and seconded by Com. Smith to go into Closed Session to discuss the purchase of property.

**Voting yea: Mullins, Bir, Smith, Harrington, Hile, Miller, Perez**

**Voting nay: None**

**Absent: Nieves**

**MOTION CARRIED**

**Meeting recessed at 6:55 p.m.**

**Meeting reconvened at 7:05 p.m.**

Moved by Comm. Hile and seconded by Comm. Smith to approve the real estate purchase agreement for City Sub II lots as presented.

**Voting yea: Seven**

**Voting nay: None**

**Absent: Nieves**

**MOTION CARRIED**

The meeting was adjourned at 7:07 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, JUNE 26, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by City Controller Holly Keyser.

Commissioners present: Bir, Nieves, Smith, Harrington, Hile, Mayor Perez

Commissioners absent: Mullins, Vice-Mayor Miller

Also present: City Attorney, City Manager, City Controller, Public Safety Director, Deputy Fire Chief, Director of Public Services, City Clerk

Steven Creech, Electric Court, explained that his street is in disrepair and inquired as to when it may be addressed and how issues should be addressed. Discussion followed.

Vice-Mayor Miller joined the meeting.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of June 26, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the June 12, 2024 regular meeting as presented.

**B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$1,434,492.65 as presented.

**C. 2024 Independence Day Children's Parade**

APPROVE the request for an Independence Day Children's Parade in the South Lakeview neighborhood to be held on Thursday, July 4, 2024 at 10:00 a.m. with a route as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins      MOTION CARRIED**

Mayor Perez opened the Public Hearing for consideration of the City Operating and Streets/Sidewalks Improvement millages for 2024 property taxes.

City Clerk/Treasurer Kenneth Rhodes explained that the required notice included the two maximum rates allowed of 11.6689 and 2.9967 for City Operating and Streets/Sidewalks Improvement millages respectively.

There were no comments from the public.

Mayor Perez closed the Public Hearing.

Moved by Comm. Hile and seconded by Comm. Miller to set the 2024 millage rate at 11.6689 mils for the General Operating Millage and 2.9967 mils for Streets/Sidewalks Improvement.

**Voting yea: Harrington, Hile, Miller**

**Voting nay: Bir, Nieves, Smith, Perez**

**Absent: Mullins**

**MOTION DEFEATED**

There was additional discussion about when a decision needed to be made, the affect on the proposed budget, calculations on the millage rates and taxable value, and other issues.

Moved by Comm. Hile and seconded by Comm. Smith to set the 2024 millage rate at 2.9967 mils for Streets/Sidewalks Improvement.

**Voting yea: Seven**

**Voting nay: None**

**Absent: Mullins**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to set the 2024 millage rate at 11.0800 mils for the General Operating Millage.

**Voting yea: Harrington, Hile, Nieves, Smith, Perez**

**Voting nay: Bir, Miller**

**Absent: Mullins**

**MOTION CARRIED**

Deputy Fire Chief Andy Strudwick provided information on new extrication tools. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the purchase of Holmatro extrication tools from Impact Rescue in the amount of thirty-seven thousand, seven hundred and ninety-two dollars (\$37,792.00) as presented.

**Voting yea: Seven**

**Voting nay: None**

**Absent: Mullins**

**MOTION CARRIED**

Public Safety Director Ryan Banaszak provided information on the opioid settlement funds received and the limitations on how it can be spent. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the proposal from Hype Brand Management for the Opioid public education campaign in the amount of twenty-five thousand dollars (\$25,000.00) as presented.

**Voting yea: Seven**

**Voting nay: None**

**Absent: Mullins**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Budget Amendment for Fiscal Year 2023-2024 as presented.

**Voting yea: Seven**

**Voting nay: None**

**Absent: Mullins**

**MOTION CARRIED**

DPS Director Tom Sikorski provided information on a used sweeper and the planned use. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the purchase of a used 2015 Johnson VT651 sweeper from Brown Equipment Company in the amount of one hundred eighty thousand dollars (\$180,000.00) as presented.

**Voting yea: Seven**

**Voting nay: None**

**Absent: Mullins**

**MOTION CARRIED**

Mayor Perez provided details on the City Manager evaluation method.

The meeting was adjourned at 7:23 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, JULY 10, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Nieves, Smith, Hile, Vice-Mayor Miller, Mayor Perez  
Commissioners absent: Bir, Harrington

Also present: City Attorney, City Manager, City Controller, Deputy Electric Department Superintendent, Director of Public Services, City Clerk

Mayor Perez presented the following proclamation to Eric Eishen:

**WHEREAS**, Eric L. Eishen is a life-long resident of the Sturgis area and graduate of Sturgis High School, going on to graduate from Michigan State University, the Graduate School of Banking at the UW-Madison, and the University of Notre Dame with a Master of Business Administration (Magna Cum Laude); and

**WHEREAS**, Mr. Eishen came back to the community and began full-time employment at Sturgis Bank in 1987, rising through the ranks to become Vice President of Administration, First Vice President and Chief Administrative Officer, Executive Vice President and Chief Operating Officer, and finally becoming President and CEO of Sturgis Bancorp, Inc., in 2003; and

**WHEREAS**, Mr. Eishen has been a director of the company or bank since 1999 and after many years of dedicated service, retired from Sturgis Bancorp, Inc., and Sturgis Bank and Trust Company on January 12, 2024; and

**WHEREAS**, Under his leadership, Sturgis Bank has been an exemplary corporate citizen, continuously supporting community activities and investing in projects that aided the development and improvement of the Sturgis area; and

**WHEREAS**, Mr. Eishen has served as a board member and officer of many area organizations including the Sturgis Area Community Foundation Board of Trustees and Finance Committee, Sturgis Downtown Development Authority, Sturgis Improvement Association, Sturgis Economic Development Corporation, St. Joseph County EDGE, Sturgis Brownfield Redevelopment Authority, MiBankPAC, Michigan State Chamber of Commerce, and Tillers International; and

**WHEREAS**, Mr. Eishen has also been a member of the Advisory Committee for the St. Joseph County Career Technical Education, the Sturgis Shrine Club, BPOE, St. Joseph County Conservation and Sportsman Club, Sons of Union Veterans of the Civil War, and Kiwanis Noon Club of Sturgis; and

**WHEREAS**, Mr. Eishen was honored as "2014 Banker of the Year" by the Michigan Bankers Association and Sturgis Citizen of the Year by the Sturgis Area Chamber of Commerce in 2018; and

**WHEREAS**, Mr. Eishen has always cared for the good of Sturgis and its people in his heart and soul and has acted accordingly.

**NOW, THEREFORE, BE IT RESOLVED**, that the Commission of the City of Sturgis would like to thank Eric Eishen for his unwavering commitment to the City of Sturgis and greater Sturgis community and wish him well in his future endeavors.

The City Commission expressed their sincere gratitude for all Mr. Eishen has done for Sturgis.

Kevin Kane provided his qualifications for St. Joseph County Probate Judge.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Six**

**Absent: Bir, Harrington**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of July 10, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the June 26, 2024 regular meeting as presented.

**B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$1,320,895.65 as presented.

**C. Walking Along Suicide Prevention 5K Walk**

APPROVE the request for the Walking Along Suicide Prevention 5K Walk on September 7, 2024 as presented.

**D. MML Workers' Compensation Board of Trustee's Election**

APPROVE submittal of ballot for the Michigan Municipal League Worker's Compensation Board of Trustees as presented and AUTHORIZE the City Manager to sign all necessary documents.

**E. AirVenture Fuel Discount**

APPROVE the airport fuel discount for July 14th to July 31st as presented.

**Voting yea: Six**

**Absent: Bir, Harrington**

**Voting nay: None**

**MOTION CARRIED**

Deputy Electric Department Superintendent Tyler Stark provided information on the bids received for equipment for the Stateline Substation. Discussion followed.

Moved by Comm. Mullins and seconded by Comm. Miller to approve the purchases of breakers, switches, and potential transformers from CSI Utility Sales, HEK Inc., KW Associates, and ELUS as presented.

**Voting yea: Six**

**Absent: Bir, Harrington**

**Voting nay: None**

**MOTION CARRIED**

DPS Director Tom Sikorski provided information on the condition and necessary repairs to the Michigan Avenue Pump Station. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the design phase for Michigan Avenue Pump Station Replacement project fees in the amount of one hundred ten thousand-seven hundred dollars (\$110,700.00) and authorize the City Manager to sign all necessary documents as presented.

**Voting yea: Six**

**Absent: Bir, Harrington**

**Voting nay: None**

**MOTION CARRIED**

City Clerk/Treasurer Kenneth Rhodes explained that there are currently three vacancies on the Cemetery Board and that there are two members of the Doyle Board that have expressed a willingness to serve. The remaining vacancy would be advertised. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to appoint John Mikulenas and Jeff Mullins to the Cemetery Board.

**Voting yea: Six**

**Absent: Bir, Harrington**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Miller and seconded by Comm. Mullins to go into Closed Session to conduct a periodic personnel evaluation at the request of the employee.

**Voting yea: Mullins, Nieves, Smith, Hile, Miller, Perez**

**Voting nay: None**

**Absent: Bir, Harrington**

**MOTION CARRIED**

**Meeting recessed at 6:43 p.m.**

**Meeting reconvened at 8:15 p.m.**

The meeting was adjourned at 8:15 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***



**WORK SESSION - STURGIS CITY COMMISSION**  
**WEDNESDAY, JULY 24, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Mullins.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Clerk

City Manager Andrew Kuk provided details on the final changes to the proposed 2024-2025 fiscal year budget. Discussion followed.

The meeting was adjourned at 5:40 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, JULY 24, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Mullins.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, SYCA Director, City Clerk

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of July 24, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the July 10, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,809,110.17 as presented.

**C. 2024 Homegrown Music Festival**

- APPROVE the requests for the 2024 Homegrown Music Festival on August 10, 2024 as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk explained the process for approval of the fiscal year budget.

Moved by Comm. Hile and seconded by Comm. Smith to set a public hearing for consideration of the City's Fiscal Year 2024-2025 budget during the Regular City Commission meeting at 6:00 p.m. on August 14, 2024.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided details on the settlement agreement with Kroger related to opioids.

Moved by Comm. Hile and seconded by Comm. Smith to approve participation in the Kroger Settlement Agreement as presented and authorize City Manager Andrew Kuk to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided details on the design phase work for a water loop on City streets. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Proposal for Professional Services with Fishbeck, Inc. in the amount of one hundred fifteen thousand, one hundred dollars (\$115,100.00) for final design of water main and street improvements and authorize the City Manager to sign the contract on behalf of the City

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

SYCA Director Jamie Eymer provided details on the changes to the mission statement. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the request to update the Sturges-Young Center for the Arts mission statement as written in the bylaws to the proposed updated statement.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Controller Holly Keyser provided details on the loan related to the Stapleton Road improvements.

Moved by Comm. Hile and seconded by Comm. Smith to approve the sale of the Stapleton Road Improvement asset from the City of Sturgis to the Sturgis Local Development Finance Authority in the amount of one hundred and twenty-six thousand, nine hundred and ninety-six dollars and twenty-two cents (\$126,996.22) as presented and authorize the City Manager to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Resolution Authorizing the Internal Loaning of Funds from the Electric Fund to the Local Development Financing Authority as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Controller Holly Keyser provided details on the necessary budget amendments for the DDA. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Budget Amendment as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Mayor Perez provided details on the City Manager evaluation and the changes to his contract. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Second Addendum to the City Manager Employment Agreement as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided information on the MML Annual Meeting. Discussion followed.

Moved by Comm. Mullins and seconded by Comm. Miller to approve the designation of Comm. Hile as the official representative and Mayor Perez as the alternate to cast the vote for the City of Sturgis at the Michigan Municipal League Annual Meeting on September 11, 2024.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 6:45 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION**  
**THURSDAY, JULY 25, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:30 p.m.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Manager, Community Development Director, City Engineer, City Clerk, Members of the Planning Commission, Members of the Zoning Board of Appeals

Community Development Director Will Prichard, along with the City Manager and City Engineer, gave a presentation on Zoning, Building Code, and Stormwater Management regulations. Discussion followed including regulations controlled by the State as opposed to locally, the process of changing local regulations, and examples of how these regulations are applied.

The meeting was adjourned at 7:00 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, AUGUST 14, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Nieves, Smith, Vice-Mayor Miller, Mayor Perez

Commissioners absent: Harrington, Hile

Also present: City Attorney, City Manager, City Controller, City Engineer, DPS Director, City Clerk

John Lego, 403 S. Orange, explained that he has concerns about the code enforcement officer.

Moved by Comm. Miller and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

Moved by Comm. Smith and seconded by Comm. Mullins to approve the Consent Agenda of August 14, 2024 as presented.

**8A.      Action of Minutes of Previous Meetings**

APPROVE the minutes from the July 24, 2024 work session as presented.

APPROVE the minutes from the July 24, 2024 regular meeting as presented.

APPROVE the minutes from the July 25, 2024 work session as presented.

**B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$3,017,995.62 as presented.

**C. City Subdivision II Utility Easements**

APPROVE the utility easements in City Sub 2 as presented.

**D. Consent to Enter Private Property Agreement**

APPROVE the Part 201 Consent to Enter Private Property form for parcel # 052 330 007 00 with the Michigan Department of Environment, Great Lakes, and Energy.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

Mayor Perez opened the Public Hearing on the proposed 2024-2025 fiscal year budget.

City Manager Andrew Kuk provided details on the various revenue and expenses included in the proposed budget.

There was no comment from the public.

The City Commission had discussion on items included in the proposed budget.

Mayor Perez closed the Public Hearing.

Moved by Comm. Smith and seconded by Comm. Mullins to adopt the 2024-25 annual City of Sturgis Budget Summary and Appropriation Resolution and approve the City of Sturgis Fee Schedule as presented.

**Voting yea: Five      Voting nay: Miller      Absent: Harrington, Hile      MOTION CARRIED**

DPS Director Tom Sikorski provided details on the proposal to add another department employee in order to take over monitoring of the water system.

Moved by Comm. Smith and seconded by Comm. Bir to approve the hiring of an additional Department of Public Services Maintenance Worker as presented.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

DPS Director Tom Sikorski and City Manager Andrew Kuk provided details on reconstruction of airport taxilanes and associated contracts. Discussion followed.

Moved by Comm. Smith and seconded by Comm. Bir to approve a grant contract with the Michigan Department of Transportation for the Taxilane 5, 6, and 9 Reconstruction Project as presented with a total City matching cost not-to- exceed nineteen thousand dollars (\$19,000.00) contingent upon receipt of final contract language and staff review and authorize City Manager Andrew Kuk to sign all necessary documents.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

Moved by Comm. Smith and seconded by Comm. Bir to approve a contract for construction engineering with Mead & Hunt in the total amount of sixty-seven thousand, one hundred thirty-nine dollars and thirty-nine cents (\$67,139.39) as presented and approve a contract with Hoffman Bros., Inc. for Taxilane Rehabilitation project construction in the total amount of three hundred and twelve thousand, five hundred and fifty dollars and fifty-three cents (\$312,550.53) contingent upon execution of a grant contract with MDOT Aeronautics and review of final contract language and authorize City Manager Andrew Kuk to sign all necessary documents.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided details on the bids received for the industrial and central substation construction project. Discussion followed.

Moved by Comm. Smith and seconded by Comm. Bir to approve the bid from Newkirk Electric for the Industrial and Central AEP Line relaying and breaker installation in the amount of one hundred forty-four thousand, seventy dollars (\$144,070.00) as presented.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

Moved by Comm. Smith and seconded by Comm. Bir to approve a contingency budget for the relaying and breaker installation project in the amount of fifteen thousand dollars (\$15,000.00).

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

City Clerk/Treasurer Kenneth Rhodes provided information on applicants for three volunteer boards. Discussion followed.

Moved by Comm. Smith and seconded by Comm. Bir to appoint Samantha Worthington and Bennett Ahrens to the Zoning Board of Appeals and Roger Ringenberg as an alternate member, appoint Bennett Ahrens to the Elected Officials Compensation Committee, and appoint Anne Bentley to the Sturgis Housing Commission as the resident member.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

City Manager Andrew Kuk provided details on additional necessary work that needs to be completed as part of the parking lot 6 project.

Moved by Comm. Smith and seconded by Comm. Bir to approve an additional contingency budget for the Parking Lot 6 project in the amount of thirty-two thousand dollars (\$32,000.00) as presented.

**Voting yea: Six      Voting nay: None      Absent: Harrington, Hile      MOTION CARRIED**

Moved by Comm. and seconded by Comm. to go into Closed Session to discuss the potential purchase of property.

**Voting yea: Mullins, Bir, Nieves, Smith, Miller, Perez**

**Voting nay: None**

**Absent: Harrington, Hile**

**MOTION CARRIED**

**Meeting recessed at 7:30 p.m.**

**Meeting reconvened at 7:50 p.m.**

The meeting was adjourned at 7:50 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***



**WORK SESSION - STURGIS CITY COMMISSION  
WEDNESDAY, AUGUST 28, 2024  
WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:00 p.m.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller,  
Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Engineer, City Clerk

City Manager Andrew Kuk provided information on the existing and proposed configurations of the downtown parking lots. Discussion followed.

The meeting was adjourned at 6:00 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, AUGUST 28, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Mullins.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Engineer, DPS Director, Public Safety Director, Electric Department Superintendent, Deputy Fire Chief, SYCA Director, City Clerk

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of August 28, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the August 14, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$2,178,423.83 as presented.

**C. 2024 Oak Lawn Cemetery Tours**

- APPROVE Oak Lawn Cemetery tours on September 7th and 8th as presented.

**D. 2024 Homecoming Parade and Fireworks**

- APPROVE the request of Sturgis High School for the 2024 Homecoming Parade on October 11th and AUTHORIZE Deputy Director Fire Operations Andy Strudwick to approve the fireworks display as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Controller Holly Keyser provided details on the proposed utility rates and the associated studies completed to develop them. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the electric rates for billings beginning on October 1, 2024, October 1, 2025, October 1, 2026, and October 1, 2027, as presented.  
**Voting yea: Seven                      Voting nay: Smith                      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the wastewater and water rates for billings beginning on October 1, 2024, October 1, 2025, and October 1, 2026, as presented.  
**Voting yea: Seven                      Voting nay: Smith                      MOTION CARRIED**

Mayor Perez opened the Public Hearing for consideration of an IFEC for Clark Logistics.

City Clerk/Treasurer Kenneth Rhodes provided information on the building shell purchased by Clark Logistics and the investment to complete the building.

Riley Lumoski, Southwest Michigan First, explained that the current application is for a speculative building and will be revised when a tenant is identified.

There were no comments from the public.

Mayor Perez closed the Public Hearing.

Moved by Comm. Hile and seconded by Comm. Smith to adopt the Resolution approving an Industrial Facilities Exemption Certificate for Clark Logistics Group XXVIII as presented.  
**Voting yea: Eight                      Voting nay: None                      MOTION CARRIED**

### **RESOLUTION**

**WHEREAS**, Clark Logistics Group XXVIII in conformity with Act 198 of the Public Acts of 1974, as amended (Act 198) has submitted an application providing all information and requirements necessary for granting of an Industrial Facilities Exemption Certificate by the City of Sturgis, County of St. Joseph, State of Michigan Clark Logistics Group XXVIII, and

**WHEREAS**, on November 26, 1986, the City Commission established the Industrial Development District for the industrial property of Clark Logistics Group XXVIII and

**WHEREAS**, the Sturgis City Assessor, and representatives of all affected taxing units were notified by certified mail of the time and place of the hearing on the application, and

**WHEREAS**, a hearing was held by the Sturgis City Commission providing the Assessor, and representatives of all affected taxing units the opportunity to be heard as required by the statute, and

**WHEREAS**, comments on granting of the Industrial Facilities Exemption Certificate have been heard and considered, and

**WHEREAS**, the aggregate SEV of real and personal property exempt from ad valorem taxes within the (governmental unit), after granting this certificate, will exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted; and

**WHEREAS**, it is hereby found and determined by the Sturgis City Commission that the granting of this Industrial Facilities Exemption Certificate, considered together with the aggregate amount of the Industrial Facilities Exemption Certificates previously granted and currently in force under Act No.

198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of the City of Sturgis, or of impairing the financial soundness of a taxing unit which levies an ad valorem property tax in the City of Sturgis, and

**WHEREAS**, the Sturgis City Commission, under Section 16 (1) of Act 198, of the P.A. of 1974 and Act No. 255 of the Public Acts of 1978, as amended, has determined that the length of the Industrial Facilities Exemption Certificate shall remain in force and effect for a period of 12 years.

**NOW, THEREFORE BE IT RESOLVED**, that the Sturgis City Commission does hereby approve the application of Clark Logistics Group XXVIII for an “Industrial Facilities Exemption Certificate”.

DPS Director Tom Sikorski explained that the Professional Services Agreement with F&V has expired and needs to be extended. An RFQ will be developed and released within the next year. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Professional Services Agreement between the City of Sturgis and Fleis & VandenBrink Engineering, Inc. and authorize the City Manager, Andrew Kuk to sign the Agreement on behalf of the City.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

DPS Director Tom Sikorski provided information on the RFQs for an engineering firm for the airport related projects. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the selection of Mead & Hunt as the airport engineer for Kirsch Municipal Airport.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

DPS Director Tom Sikorski provided information on the required aerial mapping and LIDAR obstruction data required at the airport. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the proposal to conduct aerial mapping and LIDAR obstruction data collection from Mead & Hunt in the amount of fifteen thousand dollars (\$15,000.00) as presented and authorize the City Manager to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

SYCA Director Jamie Eymer provided information on the marketing consultant and the new agreement for services. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the renewal the Professional Services Agreement with FocalPoint from October 1, 2024 through September 30, 2025 with a five thousand dollar (\$5,000.00) monthly retainer fee as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Public Safety Director Ryan Banaszak provided information on the purchase of a new ambulance, the life cycle of the ambulances, and the difficulties of acquiring an ambulance in an emergency situation. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the proposal from Emergency Vehicles Plus for the purchase of a Ford F-550 4x4 Wheeled Coach Ambulance and associated Stryker Cot and Power Load system in the amount of three hundred seventy-six thousand one hundred thirty-one dollars (\$376,131.00) as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Electric Department Superintendent Chris McArther provided details on the contracts related to line clearance and City tree maintenance. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the amended contract with Plant Growth Management Systems for Right of Way Management services for 2024-2025 as presented and authorize City staff to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the contract renewal with Treecore, LLC for line clearance services for 2024-2025 as presented and authorize City staff to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the contract renewal with Asplundh Tree Experts LLC for Public Tree Maintenance services for 2024- 2025 as presented and authorize City staff to sign all necessary documents.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to go into Closed Session to discuss the potential purchase of property.

**Voting yea: Mullins, Bir, Nieves, Smith, Harrington, Hile, Miller, Perez**

**Voting nay: None**

**Absent:**

**MOTION CARRIED**

**Meeting recessed at 7:28 p.m.**

**Meeting reconvened at 7:42 p.m.**

Moved by Comm. Hile and seconded by Comm. Smith to approve development of a purchase agreement for a property along Bogen and Nottawa Roads in the amount not to exceed \$295,000.00 as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 7:45 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION**  
**MONDAY, SEPTEMBER 9, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:00 p.m.

Commissioners present: Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez  
Commissioners absent: Mullins

Also present: City Attorney, City Manager, City Controller, Electric Department Superintendent,  
City Clerk

Bob Lalond, MPPA, provided details on a potential battery storage project that would provide peak shaving on the electric transmission system. City Manager Andrew Kuk explained that the project would be submitted to the USDA soon. The City Commission had consensus to move forward with the project.

The meeting was adjourned at 5:30 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

# **REGULAR MEETING - STURGIS CITY COMMISSION**

## **MONDAY, SEPTEMBER 9, 2024**

### **WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present. The Invocation was given by Vice-Mayor Miller.

Commissioners present: Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez  
Commissioners absent: Mullins

Also present: City Attorney, City Manager, City Controller, Electric Department Superintendent, City Engineer, City Clerk

City Controller Holly Keyser presented third quarter financials. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of September 9, 2024 as presented.

#### **8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the August 28, 2024 regular meeting as presented.

#### **B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$2,544,589.66 as presented. **C. Thurston Woods 5K Run for the Residents**

APPROVE the Thurston Woods Run for the Residents 5K on October 19, 2024 as presented. **D. Electric Rate Schedule Correction**

APPROVE the Electric Rate Schedule amendments for Rate D through Rate PP Time of Use for rates beginning October 1, 2025 and October 1, 2026 as presented.

#### **E. Sturgis Township Property Transfer – 71541 M-66**

ADOPT the resolution transferring parcel #75-015-024-006-01 into the City under parcel #75-052- 777-456-00 as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins      MOTION CARRIED**

City Manager Andrew Kuk and SNP Director Kathryn Myers provided information on a community wide clean up that would be located at the DPS site. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Sturgis Neighborhood Program Community Clean-up Day on October 19, 2024 from 8am-12pm as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins      MOTION CARRIED**

City Engineer Barry Cox provided details on the elimination of loading zones on US 12 downtown as required by MDOT. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to rescind Traffic Control Order #19-04 as presented.

**Voting yea: Seven      Voting nay: None      Absent: Mullins      MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided details on a grant agreement for tree removal. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Grid Resilience Program Grant Agreement with the Michigan Department of Environment, Great Lakes, and Energy for Project # MEO-24-059 as presented and authorize City Manager Andrew Kuk to sign all necessary documents.

**Voting yea: Seven      Voting nay: None      Absent: Mullins      MOTION CARRIED**

City Manager Andrew Kuk explained that some of the Barbeque Fest, on September 28th, vendors have requested to use two parking spots on US12 the day prior to the event to set up and begin preparation. The City Commission had consensus to allow this.

The meeting was adjourned at 6:45 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***



**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, SEPTEMBER 25, 2024**  
**WIESLOCH RAUM – CITY HALL**

Vice-Mayor Miller called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Pastor Luke Eicher, Grace Christian Fellowship.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller  
Commissioners absent: Mayor Perez

Also present: City Attorney, City Manager, City Controller, City Clerk

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Seven      Voting nay: None      Absent: Perez      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of September 25, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the September 9, 2024 work session as presented.

- APPROVE the minutes from the September 9, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,887,813.06 as presented.

**C. MML Liability and Property Pool Board of Directors Election**

- APPROVE submittal of ballot for the Michigan Municipal League Liability Property Pool Board of Directors as presented and AUTHORIZE the City Manager to sign all necessary documents.

**D. MDOT State Trunkline Maintenance Contract**

- APPROVE the MDOT State Maintenance Contract as presented and AUTHORIZE City Manager Andrew Kuk to sign all necessary documents.

**Voting yea: Seven      Voting nay: None      Absent: Perez      MOTION CARRIED**

City Manager Andrew Kuk provided details on a contract for design for the Stateline substation. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the proposal from Verdantas for the Stateline substation design in the amount of three hundred twenty-eight thousand dollars (\$328,000.00) as presented.

**Voting yea: Seven      Voting nay: None      Absent: Perez      MOTION CARRIED**

City Manager Andrew Kuk provided details on Department of Energy grant funds that would be used to help fund the embankment rehabilitation project at the hydro dam. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to authorize City Manager Andrew Kuk to sign all necessary documents related to grant negotiations with the Department of Energy as presented.

**Voting yea: Seven      Voting nay: None      Absent: Perez      MOTION CARRIED**

City Controller Holly Keyser provided details on the annual PA 152 resolution related to municipal healthcare. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to adopt the Resolution to Control Municipal Health Care Costs as presented.

**Voting yea: Seven      Voting nay: None      Absent: Perez      MOTION CARRIED**

City Controller Holly Keyser provided details on the necessary budget amendments. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve the Budget Amendments for Fiscal Year 2023-2024 as presented.

**Voting yea: Seven      Voting nay: None      Absent: Perez      MOTION CARRIED**

The meeting was adjourned at 6:40 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, OCTOBER 9, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Vice-Mayor Miller.

Commissioners present: Mullins, Bir, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: Nieves, Smith

Also present: City Attorney, City Manager, City Controller, DPS Director, Wastewater Superintendent, City Engineer, City Clerk

Sturgis Schools CFO Ray Sterling provided information on changes to the parking lots and drop offs at Eastwood Elementary. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Miller to approve the agenda as presented.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Harrington to approve the Consent Agenda of October 9, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the September 25, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$1,561,623.64 as presented.

**C. Downtown Lighting Ceremony**

- APPROVE the closure of four parking spaces for the DDA Lighting Ceremony on October 22nd at 4:00 pm to 6:30 pm.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

DPS Director Tom Sikorski provided information on the purchase of a new excavator. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to approve purchase of a 2024 Caterpillar Model 308 ARQWZ1 mini excavator from MacAllister CAT in the amount of one hundred forty-nine three hundred and seventy-nine dollars (\$149,379.00) and approve the trade-in of the John Deere 27ZTS (Unit 631-04) in the amount of thirteen thousand five hundred dollars (\$13,500.00) as presented.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

Wastewater Superintendent Brandon Schrader provided information on a task order to upgrade BOD capacity at the plant. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to approve Task Order #17 with Fleis and VandenBrink for BOD capacity upgrades and Residual Management Program alternatives in the amount of eighty-six thousand one hundred dollars (\$86,100.00) as presented.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

Wastewater Superintendent Brandon Schrader provided information on an agreement amendment to design a replacement for the primary clarifier. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to approve the Master Service Agreement Amendment No. 1 from Fleis & VandenBrink for design engineering for WWTP Primary Clarifier No. 2 Mechanism Replacement in the amount of thirty-four thousand four hundred dollars (\$34,400.00) as presented.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

Wastewater Superintendent Brandon Schrader provided information on an agreement amendment to design a replacement for the blower building. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to approve the Master Service Agreement Amendment #2 from Fleis & Vandenbrink for WWTP Blower Building MCC Replacement design engineering in the amount of thirty thousand, seven hundred dollars (\$30,700.00) as presented.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

City Controller Holly Keyser provided information the delivery of new leased vehicles as part of the agreement with Enterprise Fleet Management. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to approve the replacement of twelve vehicles via lease with Enterprise Fleet Management in an amount not-to-exceed one-hundred and thirteen thousand, six hundred and sixty-nine dollars and nine cents (\$113,669.09) as presented.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Harrington to approve the disposal of twelve vehicles via Enterprise Fleet Management in an amount estimated at one-hundred thousand, seven hundred and nineteen dollars (\$100,719.00) as presented.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

City Manager Andrew Kuk provided additional information, from an earlier work session, on the ordinance changes related the refurbished parking lots. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Harrington to consider this the first reading of an amendment to the City Code of Ordinances, Chapter 58, Section 58-6 pertaining to downtown parking.

**Voting yea: Six      Voting nay: None      Absent: Nieves, Smith      MOTION CARRIED**

The meeting was adjourned at 6:40 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, OCTOBER 23, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Mullins.

Commissioners present: Mullins, Bir, Nieves, Smith, Harrington, Hile, Vice-Mayor Miller, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Clerk

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of October 23, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the October 9, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$3,098,142.82 as presented.

**C. DDA Board Resignation**

- ACCEPT the resignation of Amanda Wickey from the DDA Board and SEND a letter of recognition for her service.

**D. Board Appointment**

- APPOINT Craig Bolthouse to the Elected Officials Compensation Committee as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk explained that the changes to the policy and ordinance related to downtown parking have not changed since the previous meeting. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Smith to approve changes to the Downtown Parking Policy and Parking Maps as presented.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Smith to consider this the second reading of and approve an amendment to the City Code of Ordinances, Chapter 58, Section 58-6 pertaining to downtown parking effective November 18th, 2024.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

**AMENDMENT TO THE CITY CODE OF ORDINANCES**  
**PERTAINING TO PARKING IN DOWNTOWN**

An Ordinance to amend Chapter 58 – Traffic and Vehicles, Article I. – In General, Section 58-6 – “Pedestrians and vehicular traffic in certain public areas”, subsections (h) through (k); of the Ordinances of the City of Sturgis pertaining to keeping of dogs and to provide for an effective date of this Ordinance.

WHEREAS, the City Commission has determined that it is in the best interest of the residents of the City to modify Section 58-6, subsections (h) through (k) regarding provisions related to parking downtown, including overnight parking, limited term parking, and penalties for illegal parking in the district.

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Chapter 58 – Traffic and Vehicles, Article I. – In General, Section 58-6 – “Pedestrians and vehicular traffic in certain public areas”, subsections (h) through (k) of the Ordinances of the City of Sturgis are hereby modified as follows effective November 18, 2024:

**Sec. 58-6. Pedestrians and vehicular traffic in certain public areas.**

...

- (h) Overnight parking restrictions in B-C district parking lots. In city-owned parking lots in the B-C district, parking is prohibited from 2:00 a.m. to 6:00 a.m. except in spaces clearly identified by official sign, pavement marking, or both as spaces for overnight parking. Parking in designated areas is limited to motor vehicles or accessory vehicles, including recreational vehicles and storage trailers, which occupy only one designated parking space. Motor or accessory vehicles occupying multiple spaces are required to be registered under the conditions of subsection (i) of this section.
- (i) Long term and multiple-space parking in B-C district parking lots. Any owner, occupant, or the guest of any owner or occupant of a business or residence located in the B-C district may park or store a motor vehicle or accessory vehicle in a city-owned B-C district parking lot if registered with the Sturgis Police Department. At the time of registration, the police department will designate a location for parking and may designate the number of days for which registration will be effective. In no event may registered vehicles park in the location designated for a period in excess of ten business days.
- (j) Limited term parking in B-C district parking lots. Parking is restricted to not more than two consecutive hours in spaces clearly identified by official sign, pavement marking, or both as spaces for short term parking. Parking is limited to 15 minutes or less in spaces clearly identified by official sign, pavement marking, or both as spaces for 15 Minute Parking.
- (k) Penalty for illegal parking in B-C district parking lots. The penalty for violations of the restrictions in subsections (h) and (i) of this section consist of a \$50.00 fine for each night. The penalty for violations of the restrictions in subsection (j) is a \$50.00 fine per occurrence. Vehicles in violation of subsection may be towed at the owner’s expense.

City Controller Holly Keyser provided information on additional cooperative purchasing programs available to the City. Discussion followed.

Moved by Comm. Hile and seconded by Comm. to approve the use of GSA and Omnia as cooperative purchasing programs under the City Purchasing Policy.

**Voting yea: Eight**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided information on his goals for the current year. Discussion followed.

Comm. Hile commented on his time on the City Commission and as Mayor. City Commissioners thanked him for his service and wished him well.

The meeting was adjourned at 6:50 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***



**ORGANIZATIONAL MEETING  
STURGIS CITY COMMISSION  
MONDAY, NOVEMBER 11, 2024  
CITY HALL – LARGE CONFERENCE ROOM**

City Clerk/Treasurer Kenneth Rhodes called the meeting to order at 8:00 p.m.

Commissioners present: Harrington, Miller

Commissioners absent: Mullins, Bir, Nieves, Smith, Hile, Perez

Also present: City Manager, City Attorney

Due to a lack of quorum, the meeting will be rescheduled to Wednesday, November 13, 2024 at 6:00 p.m. Comm. Harrington concurred.

The meeting was adjourned at 8:01p.m.

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***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, NOVEMBER 13, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:15 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Moyer.

Commissioners present: Mullins, Boring, Moyer, Smith, Harrington, Abbs, Miller, Vice-Mayor Bir, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, Community Development Director, Facilities Manager, City Clerk

City Attorney TJ Reed provided information about the Open Meetings Act. Discussion followed.

Sturgis Schools Superintendent Art Ebert invited each of the Commissioners to a tour of school facilities.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve the Consent Agenda of November 13, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the October 23, 2024 regular meeting as presented.

**B. Pay Bills**

- AUTHORIZE the payment of the City bills in the amount of \$2,209,829.36 as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Community Development Director Will Prichard provided details on the ordinances and schedules needing to be approved due to the passage of the urban chickens ordinance at the recent election. There was discussion regarding the amount of the fees and fines and the process of approving a permit.

Moved by Comm. Harrington and seconded by Comm. Smith to consider this the second reading of and approve the amendments to the City Code of Ordinances, Section 10.64, Appendix A - Zoning

Code Sections 1.1105 and 1.1401, and Appendix B - Fine Schedule regarding Urban Chickens effective December 5, 2024. 150, 300, 500

**Voting yea: Seven**

**Voting nay: Miller, Mullins**

**MOTION CARRIED**

AMENDMENT TO THE CITY CODE OF ORDINANCES  
PERTAINING TO URBAN CHICKENS

An Ordinance to amend Chapter 10 – Animals, Article III. – Livestock and Fowl, Sections 10-64 – “Keeping of animals, fowl, etc. restricted”; of the Ordinances of the City of Sturgis pertaining to the keeping of fowl if permitted by section 10.65 and to provide for an effective date of this Ordinance.

WHEREAS, the City Commission has determined that it is in the best interest of the residents of the City to modify Section 10-64 regarding the keeping of fowl when permitted by section 10-65.

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Chapter 10 – Animals, Article III. – Livestock and Fowl, Section 10-64 of the Ordinances of the City of Sturgis are hereby modified as follows effective December 5, 2024:

Chapter 10 – Animals, Article III. – Livestock and Fowl

...

Sec. 10-64. - Keeping of animals, fowl, etc. restricted.

No horse, cow, calf, swine, sheep, goat, geese, ducks, donkeys, fowl unless permitted by section 10-65, or pigeons shall be kept in any dwelling or part thereof. No such animals or fowl shall under any circumstances be kept on the same lot or premises with a dwelling unless they are maintained in connection with the operation of a bona fide farm. Notwithstanding the foregoing, it shall be permissible to own, keep, or harbor not more than two adult rabbits per household, together with not more than eight young rabbits until they attain the age of four months. The keeping of chickens shall be permitted with a valid permit issued by the City of Sturgis as per section 10-65.

AMENDMENTS TO ZONING ORDINANCE  
PERTAINING TO THE REGULATION OF URBAN CHICKENS

An ordinance to amend Appendix A of the Zoning Ordinance of the City of Sturgis to provide for the modification of regulation of Accessory buildings, structures and uses and update Building Permit requirements as it pertains to urban chickens within certain districts in the City and an effective date of this Ordinance.

WHEREAS, the City Commission, upon recommendation from the Planning Board, has determined that it is in the best interest of the residents of the City to modify the Zoning Ordinance to provide for the modification of regulation of urban chickens within the City;

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Appendix A of the Zoning Ordinance of the City of Sturgis, Section 1.1105 and Section 1.1401 of the

Zoning Ordinance is hereby modified to provide as follows effective as of December 5, 2024.  
Article XI. – General Provisions

...

1.1105 Accessory buildings, structures and uses.

...

(B) Accessory building or accessory structures in a residential district.

...

(8) There shall be no more than two accessory buildings on any one parcel excluding play houses, dog houses, chicken coops not exceeding 30 square feet, pergolas or gazebos not exceeding 150 square feet, or buildings of similar uses.

(10) Chicken coops shall not exceed eight (8) feet in height and sixty (60) square feet in area. Chicken coops shall be removed if a valid urban chicken permit as per section 10.65 of the City of Sturgis code of ordinances is not maintained.

Article XIV. – Administration and Enforcement

...

1.1401.-Building Permits.

No sign, parking area, fence, building, or other structure regulated by this zoning ordinance shall be erected, razed, moved, extended, enlarged, altered, or changed in use, and no exterior of any commercial building in the central business district shall be painted until a building permit has been issued by the building department, except the following:

1. Touch-up painting of the same color of any commercial building in the central business district.
2. Accessory structures and fences that are included as part of an urban chicken permit, section 10.65 of the City of Sturgis code of ordinances.

AMENDMENT TO THE CITY CODE OF ORDINANCES  
PERTAINING TO URBAN CHICKENS

An Ordinance to amend Appendix B – Fine Schedule for Municipal Civil Infractions, Chapter 10 – Animals, of the Ordinances of the City of Sturgis pertaining to the fines for violations regarding urban chickens and to provide for an effective date of this Ordinance.

WHEREAS, the City Commission has determined that it is in the best interest of the residents of the City to modify Appendix B – Fine Schedule for Municipal Civil Infractions Chapter 10 fines for violations regarding urban chickens.

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Appendix B – Fine Schedule for Municipal Civil Infractions, Chapter 10 – Animals, of the Ordinances of the City of Sturgis are hereby modified as follows effective December 5, 2024:

Appendix B – Fine Schedule for Municipal Civil Infractions

...

Chapter 10. -Animals

Urban Chickens Violations:

First Offense - \$150.00

Second Offense - \$300.00

Any additional offenses - \$500.00

Moved by Comm. Harrington and seconded by Comm. Smith to approve the addition of fees pertaining to urban chickens to the City of Sturgis Fee Schedule as amended, setting the Initial Permit Application fee at \$75.00 and the Renewal Permit Application Fee to \$0.00.

**Voting yea: Seven**

**Voting nay: Miller, Mullins**

**MOTION CARRIED**

Mayor Perez opened the Public Hearing for consideration of a Resolution Establishing a Plant Rehabilitation District for Automotive AC Design and Consulting LLC.

City Clerk/Treasurer Kenneth Rhodes provided information on different types of tax abatements and specifics on the PRD. He also explained that the Assessor is functionally obsolete.

Riley Lukomski, Southwest Michigan First, and Giuliano Ungarelli, provided information on the proposed development.

There were no comments from the public.

Mayor Perez closed the Public Hearing.

Moved by Comm. Abbs and seconded by Comm. Smith to approve the Resolution Establishing a Plant Rehabilitation District for Automotive AC Design and Consulting LLC.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

**Resolution Establishing a Plant Rehabilitation District for Automotive AC Design and Consulting LLC**

WHEREAS, pursuant to PA 198 of 1974, as amended, this City of Sturgis City Commission has the authority to establish “Plant Rehabilitation Districts” within City of Sturgis; and

WHEREAS, Automotive AC Design and Consulting LLC has petitioned this City of Sturgis City Commission to establish a Plant Rehabilitation District on its property located in City of Sturgis hereinafter described; and

WHEREAS, construction, acquisition, alteration, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Sturgis Journal and/or public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on Wednesday, November 13, 2024 a public hearing was held at which all owners of real property within the proposed Plant Rehabilitation District and all residents and taxpayers of City of Sturgis were afforded an opportunity to be heard thereon; and

WHEREAS, the City of Sturgis City Commission deems it to be in the public interest of the City of Sturgis to establish the Plant Rehabilitation District as proposed; and

IT IS HEREBY DETERMINED that the property comprising not less than 50 percent of the state equalized valuation of the property within the proposed Plant Rehabilitation District is obsolete; and”

NOW, THEREFORE, BE IT RESOLVED by the City of Sturgis City Commission of City of Sturgis that the following described parcel of land situated in City of Sturgis, Saint Joseph County, and State of Michigan, to wit:

**Parcel #75-052-777-011-00, 1103 North Centerville Road**

**COM ON W LN OF SEC 36 T7S R10W 1068 1/2 FT N OF SW COR OF SD SEC TH N 400 FT TH E 691.42 FT TO W LN OF R. R. R/W TH SLY ALG R/W 402.28 FT TH W 735.21 FT TO POB. 6.65 A.**

is established as a Plant Rehabilitation District pursuant to the provisions of PA 198 of 1974, as amended.

**Meeting recessed at 7:30**

**Meeting reconvened at 7:35**

City Clerk/Treasurer Kenneth Rhodes provided information on the Groundwater Protection ordinance and the members of the related appeals board. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve Kimberly Bush as citizen representative, Pete Stemen as industry representative, and Buddy Denman as the at-large Planning Commissioner to the Groundwater Protection Board of Appeals.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Facilities Manager Dan Root provided information on the bids received related to rehabilitation of the downstairs bathrooms at SYCA. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve Change Order 001 in the amount of two hundred twenty-five thousand one hundred forty-four dollars and forty-four cents (\$225,144.44) and Change Order 002 in the amount of twenty-five thousand eighteen dollars and eighty-nine cents (\$25,018.89) from Frederick Construction for renovations to the lower-level restrooms at Sturges-Young Center for the Arts.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Controller Holly Keyser provided information on the City's insurance stop-loss and the possible addition of prescription drugs. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve expanding insurance stop-loss coverage to include prescription drugs as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided information on the City Commission Procedural Policy which can be reviewed and discussed at a future meeting.

City Clerk/Treasurer Kenneth Rhodes provided information on the annual approval of documents related to City funds, which have no changes from the prior year.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the Authorized Depositories Resolution and City of Sturgis Investment Policy as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Mayor Perez made appointments to the Commission represented boards.

City Manager Andrew Kuk provided information on the SHDC and the annual resolution.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the Consent In Lieu of a Special of Shareholders of Sturgis Housing Development Corporation as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

**The City Commission had consensus to hold a Work Session on Monday, November 18, 2024 at 5pm related to Zoning Ordinance amendments.**

The meeting was adjourned at 8:36 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**SPECIAL MEETING  
STURGIS HOUSING DEVELOPMENT CORPORATION  
MONDAY, NOVEMBER 18, 2024  
WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:10 p.m.

Present: Mullins, Bir, Boring, Moyer, Smith, Harrington, Perez, Abbs, Miller, Kuk

Absent: Mullins, Harrington

President Andrew Kuk provided details on the activities of the SHDC over the past year.

Moved by Dir. Smith and seconded by Dir. Perez to approve the Consent In Lieu of Annual Meeting of Board of Directors of Sturgis Housing Development Corporation as presented.

**Voting yea: Eight    Voting nay: None    Absent: Mullins, Harrington    MOTION CARRIED**

The meeting was adjourned at 5:15 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***



**WORK SESSION - STURGIS CITY COMMISSION**  
**MONDAY, NOVEMBER 18, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:15 p.m.

Commissioners present: Boring, Moyer, Smith, Harrington, Abbs, Miller, Vice-Mayor Bir,  
Mayor Perez

Commissioners absent: Mullins

Also present: City Manager, Community Development Director, City Clerk

Community Development Director Will Prichard provided extensive details on the proposed changes to the entire Zoning Ordinance.

City Commissioners provided feedback and suggestions on the proposed changes.

**The City Commission had consensus to refer the option of using gravel for a small widening of a driveway to the Planning Commission.**

There was discussion on the next steps prior to adoption of the changes.

The meeting was adjourned at 10:15 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**MONDAY, NOVEMBER 25, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Moyer.

Commissioners present: Mullins, Boring, Moyer, Smith, Harrington, Abbs, Miller, Vice-Mayor Bir, Mayor Perez

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, City Engineer, Wastewater Superintendent, Public Safety Director, Deputy Fire Chief, IT Director, Electric Department Superintendent, City Clerk

Moved by Comm. Harrington and seconded by Comm. Smith to approve the agenda as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve the Consent Agenda of November 25, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the November 13, 2024 organizational meeting as presented.

APPROVE the minutes from the November 13, 2024 regular meeting as presented.

APPROVE the minutes from the November 18, 2024 work session as presented.

**B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$2,395,819.86 as presented.

**C. Monroe St. Closure for Dashing Thru Downtown**

APPROVE the closure of S. Monroe St. to the Sturgis Bank & Trust Drive Through for Dashing Thru Downtown on Friday, December 6th from 2:00 pm to 10:00 pm.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk provided details on the proposal from Civicplus for website design and management. Discussion followed.

Moved by Comm. Abbs and seconded by Comm. Smith to approve the proposal of CivicPlus for website services as presented and authorize City Manager Andrew Kuk to sign all necessary documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided details on an agreement to modify the existing Central Delivery Point (where we receive interconnection to I&M's transmission system) and establish a new location for the metering equipment to serve the Central Delivery Point. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the City of Sturgis Facilities Agreement as presented and authorize City Manager Andrew Kuk to sign all documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Wastewater Superintendent Brandon Schrader provided details on the bids received related to design, bid, and construction engineering phase services for Primary Clarifier #1 and Intermediate Clarifier #1 mechanism replacements. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the bid from Allied Mechanical Services, Inc. for the clarifier mechanism replacement in the amount of seven hundred ninety-three thousand, six hundred and sixteen dollars (\$793,616.00) as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Public Safety Director Ryan Banaszak provided information on current staffing challenges and the need for succession planning. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the hiring of an additional Department of Public Safety – Fire Division Firefighter EMT as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

IT Director Norm Allen provided information on the City's current network switch infrastructure and the necessary upgrades. Discussion followed.

Moved by Comm. Abbs and seconded by Comm. Smith to approve the proposal for network switches from Sonit Systems in the amount of one hundred twenty-seven thousand four hundred fifty-one thousand dollars and twenty-six cents (\$127,451.26) as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Controller Holly Keyser provided information on the engagement letter with the City's auditor. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the audit engagement letter from Gabridge and Company in the amount of forty-seven thousand, six hundred dollars (\$47,600.00) as presented and authorize the City Controller to sign all necessary documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Clerk/Treasurer Kenneth Rhodes provided information on the two applicants for Parks, Recreation, and Doyle Advisory Board. Discussion followed.

Moved by Comm. Abbs and seconded by Comm. Mullins to appoint Steven Smith to the Parks, Recreation, and Doyle Advisory Board.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Manager Andrew Kuk explained that the purchase agreement recently approved by the City Commission for property on Bogen Road should be owned by the Sturgis Housing Development Corporation to allow for a future sale. Discussion followed.

Moved by Comm. Mullins and seconded by Comm. Smith to approve assignment of the purchase agreement for 233 W. Bogen Rd. to the Sturgis Housing Development Corporation as presented and authorize City Manager Andrew Kuk to sign all necessary documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Mullins and seconded by Comm. Smith to recess the City Commission meeting.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

**The regular City Commission meeting recessed at 7:08 p.m.**

President Andrew Kuk called the Sturgis Housing Development Corporation meeting to order at 7:08 p.m.

Moved by Dir. Mullins and seconded by Dir. Abbs to the assignment of the purchase agreement for 233 W. Bogen Rd. from the City of Sturgis as presented and authorize President Andrew Kuk to sign all necessary documents.

**Voting yea: Ten**

**Voting nay: None**

**MOTION CARRIED**

President Kuk adjourned the S.H.D.C. meeting at 7:10 p.m.

**The regular City Commission meeting reconvened at 7:10 p.m.**

City Manager Andrew Kuk provided information on proposed Revenue Sharing Trust Fund legislation and a letter of support requested by the Michigan Municipal League. Discussion followed.

Moved by Comm. Abbs and seconded by Comm. Smith to approve sending a letter of support regarding passage of Revenue Sharing Trust Fund legislation as presented and authorize Mayor Perez to sign the letter on behalf of the Commission.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 7:20 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**WORK SESSION - STURGIS CITY COMMISSION  
WEDNESDAY, DECEMBER 11, 2024  
WIESLOCH RAUM – CITY HALL**

Vice-Mayor Bir called the meeting to order at 5:00 p.m.

Commissioners present: Mullins, Smith, Harrington, Abbs, Vice-Mayor Bir

Commissioners absent: Boring, Moyer, Miller, Mayor Perez

Also present: City Manager, City Controller, Public Safety Director, Deputy Director – Police,  
Deputy Director – Fire, City Clerk

Public Safety Director Ryan Banazak provided details on Public Safety Strategic Planning.  
Discussion followed.

The meeting was adjourned at 5:55 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, DECEMBER 11, 2024**  
**WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Moyer.

Commissioners present: Mullins, Boring, Moyer, Smith, Harrington, Abbs, Miller, Vice-Mayor Bir

Commissioners absent: Mayor Perez

Also present: City Attorney, City Manager, City Controller, City Engineer, Community Development Director, Public Safety Director, City Clerk

Kelly Hostetler, Executive Director United Way, drew the winning ticket for the Christmas Cash Raffle for Bob Johnson.

Vice-Mayor Bir presented the following proclamation to former Mayor Bob Hile:

WHEREAS, Robert Hile was first appointed as Fourth Precinct Commissioner for the City of Sturgis in October 2010; and

WHEREAS, upon the end of Bob's term on the City Commission in November 2024, he ranks in the top five of longest serving City Commissioners in the City of Sturgis; and

WHEREAS, Bob represented the City Commission on committees including the Employees Retirement Board, IFEC Committee, Finance Committee and others; and

WHEREAS, Bob served as Vice-Mayor from November 2011 through November 2016 when he was appointed Mayor and served through 2021; and

WHEREAS, During Bob's term as Mayor the City completed many significant projects and had many milestones, including the solar project agreement, creation of Spence Softball Complex, creation of the Deadwood Disc Golf Course, completion of City Subdivision II Housing Agreements, navigation and creation of the City's initial Medical and Recreational Marihuana ordinances, and leading the City through the COVID-19 pandemic.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Sturgis thanks Robert Hile for his many years of dedicated service to his community.

BE IT FURTHER RESOLVED that the City Commission wishes Bob all the best in his retirement from formal public service and his impending retirement from Ayres Insurance.

Mr. Hile explained that he was honored to work with fellow Commissioners and City Staff throughout the years.

Nicholai Leigh, 315 S. Fourth, and another Sturgis resident asked about issues with homelessness and the housing situation.

Moved by Comm. Harrington and seconded by Comm. Mullins to approve the agenda as presented.  
**Voting yea: Eight      Voting nay: None      Absent: Perez      MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve the Consent Agenda of December 11, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the November 25, 2024 regular meeting as presented.

**B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$2,268,015.18 as presented.

**C. Accounts Payable Authorization**

AUTHORIZE the Finance Committee to approve the payment of City bills at their next meeting.

**D. Board Resignation**

ACCEPT the resignation of Gene Harrison from the EDC, BRA, and LDFA boards and SEND a letter of recognition for his service.

**Voting yea: Eight      Voting nay: None      Absent: Perez      MOTION CARRIED**

Community Development Director Will Prichard provided information on the amendments to the Zoning Code and explained that there have been few changes since the recent work session. Discussion followed. The Commission agreed that it would be acceptable to move forward with the amendments in total and then bring back particular issues at a later meeting.

Moved by Comm. Mullins and seconded by Comm. Smith to consider this the first reading of amendments to the Zoning Code as presented.

**Voting yea: Eight      Voting nay: None      Absent: Perez      MOTION CARRIED**

City Manager Andrew Kuk explained that Comm. Moyer would only be participating in the rezoning discussion as the applicant and not as a City Commissioner. Community Development Director Will Prichard provided information on the rezoning request for 911 E. Chicago Road including the current zoning, adjacent parcels, and the Future Land Use Map. Dave Clark, realtor, explained that he felt that the highest and best use of some of the parcels in this block along Chicago Road would be as residential. Barry Cox, 1421 S Merribe, concurred with Mr. Clark and supported flexibility.

Moved by Comm. Miller and seconded by Comm. Abbs to consider this the first reading for the rezoning of 909 E. Chicago Road, parcel number 052-777-306-00 and 911 E. Chicago Road, parcel number 052-777-305-00, from the Business Office Service (B-OS) zoning district to Residential 3 (R-3) zoning district as presented.

**Voting yea: Seven      Voting nay: None      Absent: Perez      Abstain: Moyer      MOTION CARRIED**

The meeting was adjourned at 7:15 p.m.

*Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer*



**WORK SESSION - STURGIS CITY COMMISSION  
WEDNESDAY, DECEMBER 18, 2024  
WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 5:00 p.m.

Commissioners present: Mullins, Boring, Moyer, Smith, Harrington, Abbs, Miller, Vice-Mayor Bir, Mayor Perez

Commissioners absent: None

Also present: City Manager, City Controller, Electric Department Superintendent, City Clerk

Electric Department Superintendent Chris McArthur and Pat Boland, MPPA, gave a presentation on power supply, legislative requirements regarding renewable and clean energy, and related issues. Discussion followed.

The meeting was adjourned at 5:55 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**REGULAR MEETING - STURGIS CITY COMMISSION  
WEDNESDAY, DECEMBER 18, 2024  
WIESLOCH RAUM – CITY HALL**

Mayor Perez called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Comm. Moyer.

Commissioners present: Mullins, Boring, Moyer, Smith, Harrington, Abbs, Vice-Mayor Bir,  
Mayor Perez

Commissioners absent: Miller

Also present: City Attorney, City Manager, City Controller, City Engineer, Community  
Development Director, Human Resources Director, City Clerk

Moved by Comm. Smith and seconded by Comm. Boring to approve the agenda as presented.

**Voting yea: Eight      Voting nay: None      Absent: Miller      MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve the Consent Agenda of  
December 18, 2024 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the December 11, 2024 work session as presented.

APPROVE the minutes from the December 11, 2024 regular meeting as presented.

**B. 2025 Commission Meeting Dates**

APPROVE the 2025 Commission Meeting schedule as presented.

**C. Mercury Broadband Easement**

APPROVE the Permanent Utility Easement with Mercury Wireless Indiana LLC as presented and

AUTHORIZE the City Manager to sign all necessary documents.

**Voting yea: Eight      Voting nay: None      Absent: Miller      MOTION CARRIED**

Community Development Director Will Prichard provided information on the amendments to the  
Zoning Code and explained that there have been no changes since the first reading. Discussion  
followed.

Moved by Comm. Abbs and seconded by Comm. Smith to consider this the second reading of and  
approve the amendments to the City Code of Ordinances, Appendix A – Zoning Code Article I  
through XV as presented, effective January 9, 2025..

**Voting yea: Eight      Voting nay: None      Absent: Miller      MOTION CARRIED**

## AMENDMENTS TO ZONING ORDINANCE

An ordinance to amend Appendix A of the Zoning Ordinance of the City of Sturgis to provide for the modification of Articles I through XV for the purpose of updates, amendments, and compliance with updated laws and standards within certain districts in the City and an effective date of this Ordinance.

WHEREAS, the City Commission, upon recommendation from the Planning Board, has determined that it is in the best interest of the residents of the City to amend, modify and update the Zoning Ordinance for the City;

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Appendix A of the Zoning Ordinance of the City of Sturgis, Article I through Article XV is hereby modified to provide as follows effective as of January 9, 2025.

City Manager Andrew Kuk explained that Comm. Moyer would only be participating in the rezoning discussion as the applicant and not as a City Commissioner. Community Development Director Will Prichard provided information on the rezoning request for 911 E. Chicago Road including the current zoning, adjacent parcels, and the Future Land Use Map.

Moved by Comm. Harrington and seconded by Comm. Smith to consider this the second reading for and approve an amendment to the Zoning Code, Article III pertaining to the Zoning map for property 909 E. Chicago Road, parcel number 052-777-306-00 and 911 E. Chicago Road, parcel number 052-777-305-00, from the Business Office Service (B-OS) zoning district to Residential 3 (R-3) zoning district as presented, effective January 9, 2025.

**Voting yea: Seven Voting nay: None Absent: Miller Abstain: Moyer MOTION CARRIED**

## **AMENDMENT TO ZONING ORDINANCE PERTAINING TO ZONING MAP**

An Ordinance to amend Article III of the Zoning Ordinance of the City of Sturgis pertaining to the zoning map and to provide for an effective date of this Ordinance.

WHEREAS, the City Commission, upon recommendation from the Planning Commission, has determined that it is in the best interest of the residents of the City to modify the Zoning Ordinance with respect to the zoning map to change the zoning designation of certain property from the Business Office Service (B-OS) zoning district to the Residential 3 (R-3) zoning district.

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Article III of the Zoning Ordinance is hereby modified as follows, effective as of January 9, 2025.

Section 1.0302(A), and the zoning map incorporated by reference therein, is hereby modified to provide that the following described property shall be in the Residential 3 (R-3) zoning district:

Land situate in the City of Sturgis, St. Joseph County, Michigan:

Legal Description:

909 E. Chicago Road

COM 20.67 CHS N & 5.438 CHS N 81 DEG. E FROM SW COR SEC 6 T8S R9W TH N 81 DEG. E 1.0972 CHS TH N TO CEN CHI ROAD TH S 81 DEG. 19' W 1.0972 CHS TH S 4.632 CHS TO BEG.

911 E. Chicago Road

COM 20.67 CH N & 6.5352 CHS & 81 DEG. E FROM SW COR SEC 6 TH N 81 DEG. E 1.0972 CH TH N 4.616 CH TO CEN CHI ROAD S 81 DEG. 19' W 1.0972 CHS TH S TO POB.

**Comm. Miller joined the meeting.**

City Manager Andrew Kuk provided information on the changes to the Employee Handbook. Discussion followed.

Moved by Comm. Miller and seconded by Comm. Smith to approve the Employee Handbook as presented.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided information on the upcoming North Centerville Road resurfacing project. Discussion followed.

Moved by Comm. Abbs and seconded by Comm. Smith to approve Professional Services Agreement Amendment #3 with Fleis and VandenBrink Engineering, Inc. in the amount of thirty-one thousand three hundred dollars (\$31,300.00) for the preliminary design, final design, and bidding services on the N. Centerville Road Project.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided information on the upcoming US12 resurfacing project. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the contract between the City of Sturgis and MDOT (#24-5389) for the completion of the downtown on-street parking areas and authorize City Manager Andrew Kuk and City Clerk Kenneth Rhodes to sign all necessary documents.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

City Engineer Barry Cox provided information on the upcoming Lafayette Street Utility Extension project. Discussion followed.

Moved by Comm. Harrington and seconded by Comm. Smith to approve the bid from Parrish Excavating, Inc. for the E. Lafayette Street Utility Extension project in the amount of six hundred thirty-six thousand, eight hundred three dollars and seventy cents (\$636,803.70).

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve PSA Amendment #4 for construction-phase services in the amount of eighty-nine thousand three hundred dollars (\$89,300.00) with Fleis and VandenBrink Engineering.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

Moved by Comm. Harrington and seconded by Comm. Smith to approve a project contingency budget of \$32,000.00 dollars for the E. Lafayette Street Utility Extension project.

**Voting yea: Nine**

**Voting nay: None**

**MOTION CARRIED**

The meeting was adjourned at 7:23 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***