



**CITY COUNCIL
REGULAR MEETING MINUTES**

6:30 PM, Wednesday, May 6, 2026

IONIA CITY HALL - COUNCIL CHAMBERS

CALL TO ORDER

Mayor John Milewski called the meeting of the Ionia City Council to order at 6:55 PM.

PLEDGE OF ALLEGIANCE

Mayor John Milewski led everyone present with the Pledge of Allegiance.

ROLL CALL

Roll call revealed a Quorum with Councilmembers Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, Brenda Cowling, and Mayor John Milewski present. Councilmember Mary Patrick was absent.

Councilmember Starr made a motion, seconded by Councilmember Millard, to excuse the absence of Councilmember Mary Patrick.

MOTION CARRIED BY VOICE VOTE.

I. APPROVAL OF AGENDA

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

MOTION CARRIED BY VOICE VOTE.

II. APPROVAL OF MINUTES

(II.1.) April 1, 2026 – Regular Meeting

(II.2.) April 28, 2026 - Special Meeting

Minutes from the regular meeting of April 1 and special meeting of April 28, were reviewed.

Councilmember Cowling made a motion, seconded by Councilmember Waterman, to approve the April 1 and April 28, 2026, meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

III. PROCLAMATIONS

None.

IV. PUBLIC COMMENTS

Joseph Fox (Fremont, MI) - Announced that he was running for Michigan's 33rd District State Senate seat. He presented his platforms to Council.

Nathan Cronin (East Lansing, MI) - Indicated that he was from the Michigan State University Police Staffing Observatory. He spoke to City Council about a staffing study that he conducted for Public Safety Director McDiarmid on the Ionia Public Safety Department. He shared that the department is understaffed and recommended Council increase the number of officers.

V. PUBLIC HEARINGS AND ASSOCIATED ACTION

(V.1.) CDBG Application - 113 S. Depot Street

Mayor Milewski opened the public hearing for comments on Resolution 2026-10 and the City's Community Development Block Grant (CDBG) application for an unoccupied rental rehabilitation project planned for 113 S. Depot Street at 7:10 PM.

Reece Burton (Mason, MI) spoke on behalf of the property owner and described the project in detail. He noted that four new apartments would be created, three of which would be occupied by low or moderate income households for a five-year period. Mr. Burton explained that the City would function as the grant fiduciary and be responsible for grant administration through a third party administrator who would be paid by grant funding.

City Manager Garland noted that the CDBG application was for \$400,000 in funding from the Michigan State Housing Development Authority plus \$72,000 for third party grant administration.

Mayor Milewski closed the public hearing at 7:17 PM.

Councilmember Cowling made a motion, seconded by Councilmember Winters, to approve Resolution 2026-10, a resolution authorizing a Community Development Block Grant (CDBG) Rental Rehabilitation Application for 113 S. Depot Street.

Roll Call Vote:

Ayes: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, Brenda Cowling, John Milewski

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2026-10



A RESOLUTION TO AUTHORIZE A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) RENTAL REHABILITATION GRANT APPLICATION FOR 113 S. DEPOT STREET

At a regular meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 N.

Kidd Street, Ionia, Michigan, on the 6th day of May, 2026, at 6:30 p.m., there were:

PRESENT: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman,
Brenda Cowling, John Milewski

ABSENT: Mary Patrick

The following resolution was offered by Councilmember Cowling and seconded by Councilmember Winters:

WHEREAS, the City of Ionia is requesting \$472,000 in CDBG funds to complete the 113 S. Depot Street rental rehabilitation project to renovate existing blighted apartments that are not able to be rented due to their substandard housing designation. The rehabilitation will include, but is not limited to, structural, mechanical, electrical, plumbing, windows, countertops, cabinets and fixtures. No person(s) will be displaced as a result of the proposed activity; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the application; and

WHEREAS, all activities will be taken for the purpose of providing and/or improving permanent residential structures which, upon completion, at least fifty-one (51%) percent of the units will be rented to low to moderate income person(s);

WHEREAS, the proposed project will benefit all residents of the project area given that fifty-one (51%) percent of the residents of the City of Ionia are low and moderate-income persons, as determined by census data provided by the U.S. Department of Housing and Urban Development; and

WHEREAS, local funds and other funds to be invested in the project have not been obligated/incurred before formal grant award, completion of the environmental review procedures, and formal written authorization to obligate/incur costs from the Michigan State Housing Development Authority; and

WHEREAS, the City of Ionia held a public hearing on May 6, 2026, to afford citizens an opportunity to examine and submit comments on the proposed application for the CDBG grant; authority to review and/or approve land uses for the purposes of meeting the needs of the state's residents for natural resource protection and public services, including public water supplies;

NOW, THEREFORE, BE IT RESOLVED, that the City of Ionia hereby authorizes the grant application and hereby designates the City Manager as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CBDG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

RESOLUTION 2026-10 DECLARED ADOPTED.

VI. COMMUNICATIONS

(VI.1.) Request from Ionia Cruisin' Classic Car Show for Street Closure with Mobile Food Vending Units - June 6, 2026

Councilmember Winters made a motion, seconded by Councilmember Waterman, to approve the application for street closure with mobile food vending units, for June 6, 2026, in conjunction with the Ionia Cruisin' Classic Car Show, contingent upon final staff approval.

Roll Call Vote:

Ayes: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, Brenda Cowling, John Milewski

Nays: None

Abstentions: None

MOTION CARRIED

(VI.2.) Life EMS - Annual Report

Jordan Teitsma, Deputy Director of Eastern Operations for Life EMS, presented the Life EMS annual report in accordance with the Advanced Emergency Medical Service Agreement between the City of Ionia and Life EMS, executed in 2013.

City Council asked a few questions related to response times, staffing, and general operations.

VII. CITY MANAGER'S REPORT

(VII.1.) Introduction and First Reading - Ordinance 604: Amendment to Chapter 1292 - Austin Pines PUD District

City Clerk Bowman provided background information on the Austin Pines Planned Unit Development and the work done by Planning Commission and staff in reviewing the Austin Pines West development.

Mike West, representing Allen Edwin Homes, presented the final development plan for 96 new residential units within the Austin Pines Planned Unit Development (PUD) District. He noted that the project includes 84 single-family detached homes in a site condominium subdivision and 12 attached townhomes in a traditional condominium. Mr. West described the intended two phases of the development and commented on the open space, parking, and emergency site access within the design.

Councilmember Winters made a motion, seconded by Councilmember Cowling, to introduce and conduct a first reading of Ordinance No. 604, an ordinance to amend Chapter 1292 - Austin Pines Planned Unit Development District. The motion included scheduling a Public Hearing regarding the proposed ordinance and final development plan for the Planned Unit Development for 6:30 PM, Wednesday, June 3, 2026, at Ionia City Hall.

Roll Call Vote:

Ayes: Tim Lee, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, Brenda Cowling, John Milewski

Nays: Margot Cook

Abstentions: None

MOTION CARRIED

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
Ordinance No. 604**

At a regular meeting of the City Council of the City of Ionia held on _____, __ 2026, at the Ionia City Hall Council Chambers, Councilmember _____, supported by Councilmember _____, moved to adopt the following ordinance:

**AN ORDINANCE TO AMEND CHAPTER 1292 - AUSTIN PINES
PLANNED UNIT DEVELOPMENT DISTRICT OF TITLE SIX –
ZONING; PART TWELVE – PLANNING AND ZONING OF THE
CODIFIED ORDINANCES OF THE CITY OF IONIA, COUNTY OF
IONIA, STATE OF MICHIGAN**

Section 1. The Amendment. The City of Ionia hereby amends Chapter 1292, entitled “Austin Pines Planned Unit Development District” of Title Six – Zoning; Part Twelve – Planning and Zoning Code to read in its entirety as follows:

CHAPTER 1292

AUSTIN PINES PLANNED UNIT DEVELOPMENT DISTRICT.

- 1292.01 Planned Unit Development District.
- 1292.02 Conditions on the planned unit development.
- 1292.03 Findings by the City Council.
- 1292.04 Compliance with other applicable City ordinances.
- 1292.05 Enforcement.

1292.01 PLANNED UNIT DEVELOPMENT DISTRICT.

The Austin Pines Planned Unit Development District shall be as shown on the official Zoning Map of the City of Ionia as PUD-1 Austin Pines.

1292.02 CONDITIONS ON THE PLANNED UNIT DEVELOPMENT.

The Planned Unit Development District, in accordance with the final development plans of the Austin Pines Planned Unit Development ("the Development"), is expressly subject to all of the following terms and conditions:

(a) Development Plan Compliance and Review of Phases.

(1) The Austin Pines Planned Unit Development, as submitted by the Ionia Real Estate, LLC, successors and assigns ("the Applicant"), shall comply in all respects with the approved final development plans (~~each, at the "P~~Plan") ~~which consists of a site plan with a last revision date of July 12, 2004~~, except where the plan has been changed, revised or modified by this chapter. In such cases, the provisions of this chapter shall control.

(2) Approval of the Pplan shall constitute approval only of the overall design and road and utility layout for this property and not approval of any individual building or group of buildings or approval of any site condominium or any phase of the Pplan. Each phase of the Development as illustrated on the Pplan shall be submitted to the Planning Commission for review under the site plan review requirements or site condominium requirements of the City of Ionia Zoning Ordinance as appropriate to the phase being requested for approval.

(3) Site Condominium Portion. In its review of each phase of the site condominium portion of the development, the Planning Commission may recommend and the City Council may approve minor modifications from the final development plan to that phase of the Pplan provided the

modifications do not result in a significant change to the Plan and the modifications still meet the planned unit development (“PUD”) approval standards as contained in the City of Ionia Zoning Ordinance. Changes which are not considered to be minor by the Planning Commission shall be reviewed in the same manner as the original application.

(4) Site Plan Review. In its review of those portions of the Development which require site plan review by the Planning Commission, the Commission may approve minor modifications from the final development plan to that phase of the Plan provided the modifications do not result in a significant change to the Plan and the modifications still meet the PUD approval standards as contained in the City of Ionia Zoning Ordinance. Changes which are not considered to be minor by the Planning Commission shall be reviewed in the same manner as the original application.

(5) Amendments to an Approved Phase. A change to an approved phase of the Development may be approved in accordance with Section 1266.06 of the City of Ionia Zoning Ordinance.

(b) Phasing of the Development. The Development shall be constructed in phases as illustrated on the Plan; however, the Applicant may combine phases or alter the phasing subject to the approval of the City Council following a recommendation of the Planning Commission. Such alteration may be permitted if it is determined that such alteration to the phasing plan is necessary to accommodate market conditions or more efficient provision of City utilities or if it is determined that such alteration will not be material or significant in relation to the entire Development and which would not have any significant adverse effect on adjacent or nearby lands or the public health, safety and welfare.

(c) Land Uses.

(1) The Development shall be constructed in up to six phases and used for a maximum total of 243 dwelling units to be constructed as follows: Phase One, commonly known as Austin Pines, shall contain a total of 51 total dwelling units comprised of 26 detached single-family dwellings~~123 shall be single family detached dwellings~~ to be developed as a site condominium units in accordance with the applicable regulations of the City of Ionia Zoning Ordinance; and ~~25 single-family attached condominium units in two-, three- and four-unit buildings~~120 attached condominium units in two-, three- and four-unit buildings. All condominiums shall be developed in accordance with the Michigan Condominium Act. Phase Two, commonly known as Austin Pines West, shall contain a total of 96 total dwelling units comprised of 84 single-family detached dwellings to be developed as site condominium units in accordance with the applicable regulations of the City of Ionia Zoning Ordinance; and 12 single-family attached condominium units in three-unit buildings. All condominiums shall be developed in accordance with the Michigan Condominium Act. The remaining phases of the Development, to include a maximum of 96 dwelling units, shall be approved through amendments to the Austin Pines Planned Unit Development District and any other applicable reviews and approvals required under the City of Ionia Zoning Ordinance.

(2) The Applicant may be permitted to vary the number of phases following a recommendation by the Planning Commission and approval by the City Council.

(3) The future use of Lot A may include a single-family residential use, or commercial or office uses which may include a residential use within the same structure, which shall be subject to the specific approval of the Ionia City Council following a recommendation of the Planning Commission. Such uses shall be subject to the site plan review requirements of the City of Ionia Zoning Ordinance and the site development requirements for the proposed use which would normally be imposed by the zoning ordinance. The City Council, however, following a recommendation of the Planning Commission, may modify the site development requirements in accordance with Section 1266.04(e) of the zoning ordinance.

(4) Accessory buildings and uses in the ~~D~~development shall comply with the requirements for accessory buildings and uses ~~for the R-1, Residential Zoning District~~ as contained in Section 1286.01 of the City of Ionia Zoning Ordinance, or its then-current equivalent.

(d) Lot Area. The minimum area for each site condominium lot in Phase One shall not be less than 6,600 square feet with a minimum width of 60 feet as measured at the minimum required front setback line between the side lot lines. The minimum area for each site condominium lot in Phase Two shall be no less than 3,610 square feet with a minimum lot width of 33 feet as measured at the minimum required front setback line between side lot lines. All future phases shall comply with the minimum lot dimensional requirements as established in the MDR – Medium Density Residential zoning district as contained in the City of Ionia Zoning Ordinance, as amended.

(e) Dwelling Unit Setbacks and Height.

(1) Each single family detached dwelling shall comply with the following minimum setbacks:

A. Phase One (Austin Pines):

IA. Front: 20 feet;

IIB. Rear: 25 feet;

IIIC. Minimum side yards: six and five feet, with a combined total of 11 feet.

B. Phase Two (Austin Pines West):

I. Front: 20 Feet;

II. Rear: 20 Feet;

III. Minimum Side Yards: 5 feet and Six feet, with a combined total of 11 feet.

C. All Other Phases:

I. Front: 20 Feet;

II. Rear: 20 Feet;

±III. Side Yards: 10 Feet each, for a combined total of 20 feet.

(2) For the attached dwellings the following minimum setbacks shall apply:

A. Phase One (Austin Pines):

I. Front: 42 feet from ~~centerline~~ the centerline of the street;

II. Rear: no rear lot line;

III. Minimum separation distance between buildings: 15 feet;

IV. Twenty-five feet setback from all perimeter lot lines and any lot line which constitutes the area of a site condominium lot.

B. Phase Two (Austin Pines West):

I. Front: 50 feet from the centerline of the street, 20 from the front property line;

II. Rear: 20 feet from the rear property line;

III. Minimum separation distance between buildings: 15 feet;

C. All Other Phases:

I. Front: 53 feet from the centerline of the street, 20 feet from property line;

II. Rear: 20 feet from the rear property line;

±III. Minimum separation distance between buildings: 15 feet;

(3) No building shall exceed a height of 35 feet as determined by the City of Ionia Zoning Ordinance.

(4) Maximum Lot Coverage:

A. Phase 2 (Austin Pines West):

The maximum lot coverage of all buildings and structures on detached single-family lots shall be no greater than 45%.

B. All Other Phases:

The maximum lot coverage of all buildings and structures on detached single-family lots shall be not greater than 45%.

(f) Dwelling Unit Size. All dwellings shall comply with the minimum floor area requirements of the City of Ionia Zoning Ordinance for the ~~type of dwelling unit proposed~~ MDR – Medium Density Residential District.

(g) Sanitary Sewer and Water Supply. Each dwelling unit in the Ddevelopment shall be served by public water and sanitary sewer systems in accordance with all applicable City of Ionia ordinances.

(h) Streets and Streetlights.

(1) Public streets in the PUD shall have a minimum paved width ~~of 26 feet~~ and be constructed according to the City of Ionia Municipal Standards Ordinance. Private streets shall have a minimum paved ~~width of 24 feet~~ and be constructed according to the standards as approved by the City of Ionia Engineer. A right-of-way of 60 feet shall be provided for both public and private streets within the PUD.

(2) The names of streets in the Ddevelopment shall be subject to approval of the City Council.

(3) The base course of asphalt for the streets in each phase shall be installed and approved by the City before an occupancy permit is issued for any dwelling to be served by the street. The final course of asphalt shall be installed within one year of the installation of the base course.

(4) Streetlights shall be provided as required by the development agreement between City of Ionia and the Applicant. Such lights shall be installed upon installation of the base course of asphalt for that portion of the street abutting the streetlight.

(i) Sidewalks.

(1) All sidewalks shall be a minimum ~~width of four feet wide~~ and be constructed according to the specifications of the City of Ionia Municipal Standards Ordinance. Sidewalks in front of the individual site condominium lots (i.e., across the entire width of the lot) shall be constructed by the owner of the lot prior to the issuance of an occupancy permit. If weather conditions do not allow this, the occupancy permit may be issued upon the posting of a security acceptable to the City and the sidewalk shall be constructed within six months of occupancy.

(2) If the sidewalk on an individual lot is located outside the public street right of way, an easement shall be granted to the City of Ionia to allow for use of the sidewalk by the public.

(3) All sidewalks which abut the public and private streets and which are not located on or abutting the individual site condominium lots or attached condominiums as illustrated on the Plan, including those areas along the street abutting the open space, shall be constructed by the Applicant in conjunction with the construction of the public or private street.

(4) Walkways located within the open space areas illustrated on the Plan shall be constructed by the Applicant during construction of that phase of the PUD. Occupancy permits shall not be issued for that phase unless the walkway in the open space is completed in accordance with the Plan. Walkways in the open space areas may be constructed with asphalt or concrete and shall be a minimum of ten feet wide. The Applicant shall provide a cross section drawing of these walkways to the Planning Commission to demonstrate proper construction standards.

(5) The Applicant shall provide for the maintenance of all sidewalks and walkways located outside the public street right-of-way.

(j) Tree Plantings and Landscaping.

(1) Trees shall be planted within the public right of way as illustrated on the Plan by the lot owner in conjunction with the installation of the sidewalk abutting the lot. The Applicant shall provide a list of tree plantings for approval by the City during the review of each phase.

(2) Other landscaping as shown on the ~~P~~plan shall be subject to the review and approval of the Planning Commission during the review of each phase.

(3) All landscaping shall be maintained according to the landscaping maintenance agreement.

(k) Dedicated Open Space.

(1) The ~~D~~evelopment shall include open space as shown on the ~~P~~plan. Such areas shall be clearly delineated on the ~~P~~plan as dedicated open space and maintained as open space in perpetuity and no dwellings shall be constructed within this dedicated open space.

(2) No improvements, buildings or structures, except as otherwise shown on the ~~P~~plan or which may be authorized by the ~~Austin Pines Homeowners~~applicable community aAssociation or similar entity in compliance with applicable City regulations shall be constructed upon the dedicated open space areas.

(3) Documentation to establish and maintain the dedicated open space areas shall be subject to the approval of the City Attorney and such document shall be recorded with the Ionia County Register of Deeds. The ~~homeowners-community~~ association shall always maintain ownership of the dedicated open space and be responsible for its maintenance. Any change to the dedicated open space shall only be allowed with the mutual consent of the ~~A~~applicant or the ~~homeowners-community~~ association as the case may be, and the City Council, upon recommendation of the Planning Commission.

(4) The ~~A~~applicant shall provide a recorded copy of the dedicated open space document to the City Clerk prior to the issuance of any building permits for the ~~D~~evelopment.

(5) All dedicated open space areas shall be completed in conjunction with each phase in which the open space or portion of the open space is located as shown on the ~~P~~plan.

(l) Storm Water Management. A storm water management plan shall be provided to ensure that storm water runoff does not have an adverse effect on adjacent or nearby properties. This plan shall be subject to approval of the City Engineer and the Ionia County Drain Commissioner before any earthmoving shall occur on the property. The phasing of the construction of the stormwater management facilities shall be subject to the approval of the City Engineer or the Ionia County Drain Commissioner.

(m) Construction Plans. Complete construction plans for all site improvements including but not limited to site grading, storm water drainage, and streets shall be submitted to the City Engineer for approval before any construction commences on site.

(n) Signs. Signs at the entrances to the ~~D~~evelopment which state the name of the ~~D~~evelopment shall be permitted in accordance with the requirements of Chapter 1284 of the City of Ionia Zoning Ordinance, or its then-current equivalent, in accordance with requirements for signs in residential districts.

(o) Time Limitation on the Development.

(1) In accordance with Section 1266.08 of the City of Ionia Zoning Ordinance, construction of the Austin Pines PUD shall commence within one year of the approval by the City Council of the Plan and Zoning Ordinance creating the Austin Pines PUD District. All other provisions of this Section 1266.08 shall also apply to the development.

(2) In accordance with Section 1266.08 of the City of Ionia Zoning Ordinance, or its then-current equivalent, construction of any approved phase of the Austin Pines PUD shall commence within one year of the approval by the Planning Commission. All other provisions of this Section 1266.08, or its then-current equivalent, shall also apply to the development of the approved phase.

The date of approval of any phase of the Austin Pines PUD by the Planning Commission shall constitute the approval of the site plan of the phase, and shall be extended only in accordance with Section 1266.08, or its then-current equivalent.

1292.03 FINDINGS BY THE CITY COUNCIL.

The City Council hereby determines that the Plan, as regulated by this chapter, complies with the approval standards for a planned unit development as contained in Section 1266.05(h) of the City of Ionia Zoning Ordinance and promotes its intent and purposes. The City Council also hereby acknowledges that the Applicant has been informed that nearby existing land uses may generate noise which may be audible to the future residents of the Development.

1292.04 COMPLIANCE WITH OTHER APPLICABLE CITY ORDINANCES.

Except as expressly otherwise exempted by the Austin Pines PUD Ordinance, or the approved final development plans of the Development, all uses, activities, buildings and structures for the Development shall comply with all applicable requirements and standards of the City of Ionia Zoning Ordinance, as amended, as well as any and all other City of Ionia ordinances.

1292.05 ENFORCEMENT.

(a) The City may enforce the provisions of this chapter and all applicable provisions of the City Zoning Ordinance, ~~Building Code~~ and all other City of Ionia ordinances, laws and regulations to the extent and in any manner provided by law. Any violation of this ordinance amendment or the approved final development plans of the Austin Pines Planned Unit Development shall constitute a violation of the City of Ionia Zoning Ordinance, as amended.

(b) In the event that the Applicant shall fail to carry out any provision or requirement of this ordinance or other applicable law, ordinance or regulation, in addition to any other legal remedies, the City may, through its Zoning Administrator or other City agency, issue and post a stop work order at the site of any improper or non-complying part of the development, directing that all further construction of such part of the Development be ceased forthwith, pending the compliance with any applicable provisions of this ordinance or of City ordinances, regulations, Ionia County regulations, or State of Michigan laws.

(c) Upon the correction of any matters as to which the stop work order was issued, the City shall promptly rescind and remove the stop work order, whereupon the Applicant may again proceed with construction or other permissible activity as to the Development.

Section 2 – Severability. Should any portion of this Ordinance/Ordinance Amendment be declared invalid or unconstitutional by a court of competent jurisdiction, that shall not affect any other portion or provision of this Ordinance/Ordinance Amendment, which shall remain valid and in full force and effect.

Section 3 – Effective Date. This Ordinance/Ordinance Amendment shall become effective upon the expiration of seven (7) days after this Ordinance/Ordinance Amendment adoption appears in a newspaper of general circulation (or a summary thereof appears in a newspaper of general circulation) as provided by law.

(VII.2.) Final Site Condominium Project Plan - Austin Pines West

City Manager Garland explained that the Final Site Condominium Project Plan is another component of the Austin Pines West development that requires Council to review the Master Deeds, Bylaws, and Restrictive Covenants for both condominiums.

Councilmember Winters made a motion, seconded by Councilmember Starr, to schedule a Public Hearing regarding the final site condominium and traditional condominium plans for 6:30 PM, Wednesday, June 3, 2026, at Ionia City Hall.

Roll Call Vote:

Ayes: Tim Lee, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, Brenda Cowling, John Milewski

Nays: Margot Cook

Abstentions: None

MOTION CARRIED

(VII.3.) Introduction and First Reading - Ordinance 605: Amendment to Chapter 214 - General Fee Schedule

It is requested that the Ionia City Council make a motion to introduce and conduct a first reading of Ordinance No. 605, an ordinance to amend Chapter 214 - General Fee Schedule. It is further requested that Council schedule a Public Hearing regarding the proposed ordinance for 6:30 PM, Wednesday, June 3, 2026, at Ionia City Hall.

Councilmember Starr made a motion, seconded by Councilmember Waterman, to introduce and conduct a first reading of Ordinance No. 605, an ordinance to amend Chapter 214 - General Fee Schedule. The motion included scheduling a Public Hearing regarding the proposed ordinance for 6:30 PM, Wednesday, June 3, 2026, at Ionia City Hall.

Roll Call Vote:

Ayes: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, Brenda Cowling, John Milewski

Nays: None

Abstentions: None

MOTION CARRIED

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
Ordinance No. 605**

AN ORDINANCE TO AMEND SECTION 214.05 ENTITLED “FEES IN THE STREETS; UTILITIES AND PUBLIC SERVICE CO,” OF CHAPTER 214, “GENERAL FEE SCHEDULE,” OF TITLE TWO, “GENERAL PROVISIONS” OF PART TWO, “ADMINISTRATION CODE,” OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA

THE CITY OF IONIA HEREBY ORDAINS:

Section 1. Amendment of Section 214.05. That Section 214.05 of Part Two, Title Two, Chapter 214 of the Codified Ordinances of the City of Ionia is amended to read as follows:

(a) Street Permits. The fee for a permit issued pursuant to Chapter 1020 (Streets Generally), as provided for in Section 1020.03 of the Streets, Utilities and Public Services Code, is twenty-five dollars (\$25.00).

(b) Sidewalk Permits. The fee for a permit to construct, rebuild or repair a sidewalk, as provided for in Section 1022.02, is twenty-five dollars (\$25.00).

(c) Water System Rates and Charges.

(1) Water Supply System Rates and Charges. Rates and charges for services and use of the water supply system shall be as set by resolution of the City Council from time to time.

(2) Fire Sprinkler Standby Fee. A fire sprinkler standby fee shall be as set by resolution of the City Council from time to time. The fire sprinkler standby fee applies to customers with internal sprinkler fire suppression systems and is intended to cover the cost of the City's cross-connection program and the readiness to serve charge for the water service line that feeds the sprinkler fire suppression system.

(3) Water Tap Fees and Connection Charges. Water tap fees and connection charges shall be as set by resolution of the City Council from time to time. Water tap fees and connection charges shall be paid to the City exclusively as the sole owner of the water system.

A. Connection Charge. As new customers connect to the water system, it is necessary for them to contribute to the cost of existing infrastructure capacity that existing customers have paid to construct. Each new connection reduces the available capacity of the system, which means the City moves closer to needing to expand system capacity to serve its customers. Capacity is limited by the availability of safe, reliable water and the size and number of wells, pumps, watermains and storage structures. As demand increases, these assets must be upsized to meet that demand. Additionally, capital assets depreciate over time due to age and use, thus new customers are assessed a connection charge, or "equity buy-in" of the current value of this system. The connection charge is readily calculated from the City's accounting and utility billing systems. The basis of the charge is the customer ~~meter-service~~ size, which determines the maximum demand potential for that connection.

B. Customers wishing to connect are responsible for the cost of the connection. To make a connection, customers shall contract with a licensed and approved contractor, or with the City directly, to perform the work. Prior to any taps being made, contractors must first apply to the City's Public Utilities Department for a permit to perform the tap. Customers are responsible for paying the contractor or City for the cost of the tap, including street cuts and repairs, excavation, connection, labor, supplies, restoration and all other associated costs. The City shall not incur any cost for taps, unless it has a contract with the property owner for full repayment of the associated costs. The tap fee will be in addition to any applicable inspection fees associated with the tap as assessed from time to time by the City Council.

(4) Cross Connection Inspection Fees. A cross connection inspection fee shall be as set by resolution of the City Council from time to time to conduct cross connection inspections at locations requiring back flow preventers or prevention, or having chemical application, food processing or non-domestic usage.

(d) Sanitary Sewer System Rates and Charges.

(1) Sanitary Sewer System Rates and Charges. Rates and charges for services and use of the sanitary sewer system shall be as set by resolution of the City Council from time to time.

(2) Sewer Tap Fees and Connection Charges. Sewer tap fees and connection charges shall be as set by resolution of the City Council from time to time. Sewer tap fees and connection charges shall be paid to the Ionia Regional Utilities Authority (IRUA) as the majority owner of the sanitary sewer system.

A. Connection Charge. As new customers connect to the sewer system, it is necessary for them to contribute to the cost of existing infrastructure capacity that existing customers have paid to construct. Each new connection reduces the available capacity of the system, which means the City moves closer to needing to expand system capacity to serve its customers. Capacity is limited by the size and number of sanitary sewer mains, lift stations, and the flow capacity of the wastewater treatment plant. As demand increases, these assets must be upsized to meet that demand. Additionally, capital assets depreciate over time due to age and use, thus new customers are assessed a connection charge, or "equity buy-in" of the current value of this system. The connection charge is readily calculated from the City's accounting and utility billing systems. The basis of the charge is the customer ~~meter-service~~ size, which determines the maximum demand potential for that connection.

B. Customers wishing to tap the sewer main are responsible for the cost of the connection. To make a connection, customers shall contract with a licensed and approved contractor, or with the City directly, to perform the work. Prior to any taps being made, contractors must first apply to the City's Public Utilities Department for a permit to perform the tap. Customers are responsible for paying the contractor or City for the cost of the tap, including street cuts and repairs, excavation, connection, labor, supplies, restoration, and all other associated costs. The City shall not incur any cost for taps unless it has a contract with the property owner for full repayment of the associated costs. The tap fee will be in addition to any applicable inspection fees associated with the tap as assessed from time to time by the City Council.

(3) Discharge Permit Application Fees. All discharge permit applicants shall be assessed an application fee for reimbursement of the City's costs of reviewing and processing the application and for administration of the permit. The application fee shall be as set by resolution of the City Council from time to time.

(4) Pretreatment Charges and Fees. All permitted users shall be assessed a surcharge for reimbursement of actual costs to operate the City's pretreatment program. The surcharge shall be as set by resolution of the City Council from time to time.

(5) Extra Strength Surcharges. Extra strength surcharges shall be as set by resolution of the City Council from time to time.

(6) Other charges. The City Council may adopt other reasonable charges and fees, through adoption of resolutions of the City Council from time to time, for reimbursement of costs for setting up, administering and operating the City's pretreatment program, which may include, without limitation, fees for monitoring, inspection and surveillance procedures; reviewing and responding to accidental discharge procedures and construction; filing appeals and related legal expenses; and, other fees as the City may deem necessary to carry out the requirements contained herein. These fees are separate from all other fees, fines and penalties chargeable by the City.

(e) Lien and Deposits.

(1) Lien. Utility system rates, fees, and charges will be a lien and collected on property served by utilities as provided in 1933 PA 94 (MCL 141.101 et seq.) and 1939 PA 178 (MCL 123.161 et seq.). If such rates, fees, or charges are not paid within six months after they are due, the City's Public Utilities Department may certify the same to the City Treasurer who shall enter such delinquent charges upon the next general City tax roll as a charge against such premises and the same shall be collected and the lien thereof enforced in the same manner as general City taxes are collected and the lien thereof enforced against such premises.

(2) Notwithstanding subsection (e)(1), above, the lien shall not apply if a lease has been legally executed, containing a provision that the lessor shall not be liable for payment of water and/or sanitary sewage system bills accruing subsequent to the filing of an affidavit as provided herein. An affidavit with respect to the execution of a lease containing this provision shall be filed with the City's Public Utilities Department and 20 days' notice shall be given by the lessor of any cancellation, change in, or termination of the lease. The affidavit shall contain a notation of the expiration date of the lease. Where notice is given that a tenant is responsible for such charges and services as provided herein, the City shall render no further service to the premises until a cash deposit and processing fee in a sum fixed by resolution of the City Council from time to time is made as security for the payment of the rates, fees, and charges. Nothing herein shall be interpreted or applied to preclude other lawful means of enforcement including, without limitation, discontinuing water or similar services to the premises.

Section 2. Repealer. That all ordinances and parts or ordinances in conflict herewith are repealed to the extent of such conflict.

Section 3. Effective Date. That this Ordinance shall be effective upon its publication in the manner provided by law.

(VII.4.) Schedule Public Hearing - Single Lot Special Assessment Roll

Councilmember Winters made a motion, seconded by Councilmember Lee, to schedule a public hearing for 6:30 PM, Wednesday, June 3, 2026, at Ionia City Hall, for the purpose of receiving comments regarding the 2026 Single Lot Special Assessment Roll.

Roll Call Vote:

Ayes: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman,
Brenda Cowling, John Milewski

Nays: None

Abstentions: None

MOTION CARRIED

(VII.5.) Resolution 2026-12 - 2026 Sidewalk Improvement Program

Councilmember Millard made a motion, seconded by Councilmember Cowling, to approve Resolution 2026-12, a resolution approving the City of Ionia 2026 Sidewalk Replacement Project.

Roll Call Vote:

Ayes: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman,
Brenda Cowling, John Milewski

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2026-12



COUNTY OF IONIA, MICHIGAN

**A RESOLUTION APPROVING THE CITY OF IONIA 2026 SIDEWALK
REPLACEMENT PROJECT**

At a regular meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 6th day of May 2026, at 6:30 p.m.

PRESENT: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman,
Brenda Cowling, John Milewski

ABSENT: Mary Patrick

The following resolution was offered by Councilmember Millard and seconded by Councilmember Cowling:

WHEREAS, it is necessary for the public health, safety and welfare of City residents that the City have a sidewalk system that provides contiguity and is in a good state of repair; and,

WHEREAS, Chapter 1022, entitled Sidewalks, of the City's Codified Ordinances and General City Policy 4-002 together outline the process the City must follow for replacing or constructing sidewalk; and,

WHEREAS, after inspection of the City's sidewalk system, the City Manager has recommended that certain sidewalks be replaced or constructed in the southwest and southeast quadrants of the City; and,

WHEREAS, it has been determined that the sections of current sidewalk marked with orange paint by the City's designated inspector are in disrepair for one or more of the following reasons:

Difference in Elevation: An elevation difference between sidewalk squares of 1 1/2" or greater.

Cracks: A crack that is 1/2" or wider in width and 24" or longer in length or a crack that is 3/4" or wider in width of any length.

Surface Spalling: A chipping away or crumbling of the sidewalk surface in excess of 2 square feet per sidewalk square and an average of 1/2" deep.

Multiple Cracks: A sidewalk square containing multiple cracks of any width, length and/or depth.

Other: Any other form or type of sidewalk deterioration that, in the opinion of the City's designated inspector, may be a safety hazard; and,

WHEREAS, in cases where new sidewalk is proposed to be installed, the installation of the new sidewalk will complete the sidewalk network in defined areas and eliminate gaps in the current sidewalk system.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby directs the owners of the real properties identified in Attachment A, to replace or construct the length of sidewalk within thirty (30) days after the date of this Resolution, as identified in Attachment A. In all cases, the sidewalk specifications prescribed by Chapter 1022 and General City Policy 4-002 shall be followed and the required permit obtained, with the normal permit fee waived.

BE IT FURTHER RESOLVED that pursuant to the requirements contained in Chapter 1022

and General City Policy 4-002, the City Council hereby determines that the City shall participate financially in the cost of replacing or constructing the sidewalk identified in Attachment A as follows:

Sidewalk Replacement (includes demolition of old concrete and replacement with new concrete)
4 foot wide sidewalk, 4 inches thick – \$7.50/LF or 25% of cost of installation, whichever is less (based on the City’s 2025 pricing of \$30.00 per linear foot to replace)

4 foot wide sidewalk, 6 inches thick – \$10.00/LF or 25% of cost of installation, whichever is less (based on the City’s 2025 pricing of \$40.00 per linear foot to replace)

5 foot wide sidewalk, 4 inches thick - \$10.00/LF or 25% of cost of installation, whichever is less (based on the City’s 2025 pricing of \$40.00 per linear foot to replace)

5 foot wide sidewalk, 6 inches thick - \$12.50/LF or 25% of cost of installation, whichever is less (based on the City’s 2025 pricing of \$50.00 per linear foot replace)

Reimbursement shall be made by the City to the property owner for the City’s share of the cost upon request by the property owner for reimbursement and after a satisfactory inspection of the replaced or constructed sidewalk by the City.

BE IT FURTHER RESOLVED that in instances where a property owner’s portion of the cost of replacing or constructing a sidewalk is greater than \$500, the property owner shall be permitted to spread their cost of replacing or constructing the sidewalk by paying installments to the City over a term of years. The term of years shall be calculated by dividing the total cost of replacing or constructing the sidewalk by \$500 and rounding up to the nearest whole number. Installments shall be due and payable on July 1st of each year commencing July 1, 2027, until paid in full. Except for the final installment, each installment shall include the principal amount of \$500, plus interest at the rate of 6% per annum on the unpaid balance. The principal amount for the final installment shall be the remaining outstanding balance, and any amount of principal for the final installment shall bear interest at the same rate.

BE IT FURTHER RESOLVED that the City Manager is hereby directed to serve upon the property owners identified in Attachment A, by first class mail, addressed to such owner under the name and at the address as shown upon the City’s latest tax assessment roll, a copy of this Resolution, which identifies their requirement to replace or construct sidewalk, and copies of such other sidewalk-related documents as she deems necessary.

BE IT FURTHER RESOLVED that if the property owner fails to repair the sidewalk by June 5, 2026, the City will proceed to have the sidewalk repaired or constructed. The cost of repairing or constructing sidewalk will be charged against and shall become a lien upon the abutting property. The lien will be of the type applicable to special assessments.

RESOLUTION 2026-12 DECLARED ADOPTED.

(VII.6.) Planning Commission Bylaws Update

City Manager Garland indicated that the Ionia Planning Commission approved revisions to its By-Laws and Rules of Procedures to address Ex Parte Contact and Site Visits.

Councilmember Winters made a motion, seconded by Councilmember Millard, to approve the

amended Planning Commission By-Laws and Rules of Procedures, as presented.

MOTION CARRIED BY VOICE VOTE.

(VII.7.) Public Safety Patrol Vehicle Purchase

Councilmember Winters made a motion, seconded by Councilmember Millard, to approve purchase of a 2026 Chevrolet Tahoe at the MiDEAL price of \$55,246 from Berger Chevrolet of Grand Rapids as funds were budgeted for the purchase in 101-345.000-989.000.

Following the motion, Councilmembers discussed whether to fund the purchase, weighing the need for keeping equipment in good working order versus budgetary concerns.

Public Safety Director McDiarmid spoke out in opposition to the purchase, citing the ability of the Department to extend the life of existing vehicles. Councilmember Lee asked Public Safety Director McDiarmid how the vehicle being considered for replacement was utilized. McDiarmid responded that the vehicle was used by Code Enforcement and for special events.

Roll Call Vote:

Ayes: None

Nays: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, Brenda Cowling, John Milewski

Abstentions: None

MOTION FAILED

VIII. APPOINTMENTS

None.

IX. CITY DEPARTMENT REPORTS AND MINUTES FROM BOARDS AND COMMISSIONS

(IX.1.) Accounts Payable

May 14 - Councilmember Starr and/or Councilmember Lee

May 28 - Councilmember Winters and/or Councilmember Cook

(IX.2.) April Reports & Minutes

Written department reports and minutes from various City boards and commissions were provided to Council.

X. GOOD OF THE ORDER/ CITY COUNCILMEMBER COMMENTS

City Clerk Bowman: (1) Noted that all election workers completed training for the upcoming election cycle; (2) Provided a reminder for the July 24 Councilmember filing deadline to be on the ballot in November.

City Manager Precia Garland: (1) Highlighted the recent momentum on numerous economic development opportunities within the City; (2) Announced that Gordon Kelley was appointed by Ionia County as their representative to the City's Local Development Finance Authority.

Tom Millard: (1) Commented on his belief that Council has a responsibility to both taxpayers and staff while determining how to tackle the budget deficit and the need to reach out to the State for funding; (2) Noted that he was not in favor of making major cuts to departments and the goods and services provided to residents; (3) Highlighted the success of the recent comedy show and

Caitlin Cusack fundraiser concert for the Ionia Theatre; (3) Thanked the ad hoc committee and City staff for assistance with Theatre events; (4) Announced upcoming Theatre events, Memorial Day Parade, and Ionia Cruisin' Classics Car Show.

Rich Starr: Thanked the department directors, Mayor, and City Manager for their ongoing hard work related to the budget.

Troy Waterman: (1) Indicated that the Fairgrounds were finally drying up; (2) Noted appreciation of City staff for all the work related to the preparation of the budget.

Brenda Cowling: (1) Echoed sentiments about City staff; (2) Gave kudos to Officer Brown for his recent assistance.

Mayor John Milewski: (1) Commented on the City's challenging road ahead due to budget concerns; (2) Thanked department heads; (3) Provided a reminder about Ionia Public Schools' Commencement at the end of May; (4) Mentioned that an initial meeting with the Ionia Freak Fair event planners was held.

XI. CLOSED SESSION

None.

XII. ADJOURNMENT

Councilmember Cook made a motion, seconded by Councilmember Cowling, to adjourn.

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 8:17 PM.

Respectfully Submitted,

Jonathan T. Bowman
Ionia City Clerk