

**City of St. Ignace
Council Proceedings
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, March 18, 2024, in City Hall Council Chambers as a hybrid attendance meeting with Zoom video available. Mayor LaLonde called the meeting to order at 7:00 p.m., and the Pledge of Allegiance followed. Mayor Pro-Tem Gustafson led the invocation.

PRESENT FROM CITY COUNCIL: Councilmember Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard and Williford.

ABSENT: None.

STAFF PRESENT: Scott Marshall, City Manager; Charles Palmer, City Attorney; Andrea Insley, City Clerk/Treasurer; Kevin James, Police Chief; Brooklynn Schlehuber, Administration Assistant; Ryan Sigmond, DDA Director; Cathy Lamb, Recreation Director; Russ Winberg, Operator in Charge.

ADDITIONS TO THE AGENDA

No additions to the agenda were addressed.

PUBLIC COMMENT *(3-min limit)*

No public comment was received.

CONSIDERATION OF THE MINUTES OF THE MARCH 4, 2024 COUNCIL MEETING:

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Eyre, to approve the minutes of the March 4, 2024 Regular Council meeting as presented.

Motion carried unanimously.

BUSINESS

A. RESOLUTION 24-06 JEEP THE YOOP 2024

A RESOLUTION TO APPROVE JEEP THE YOOP 2024

The following Resolution was offered for adoption by Councilmember Pelter, supported by Councilmember Shepard:

WHEREAS: The St. Ignace Visitors Bureau requests permission to conduct Jeep the Yoop 2024; and

WHEREAS: This event requires the usage of I-75BL, and the St. Ignace Little Bear East Arena parking lot and overflow lot; and

WHEREAS: This event requires a parade escort from City of St. Ignace Police; and

WHEREAS: Chapter 22 of the City of St. Ignace Code, “The Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and

WHEREAS: It is understood that there may be fees for certain services if provided by the City; and

WHEREAS: The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for Jeep the Yoop 2024 on May 10-12, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve usage of I-75BL, and the St. Ignace Little Bear East Arena parking lot and overflow lot for this event, and a parade escort from City of St. Ignace Police.

Roll Call Vote:

Yes: Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard, Williford and Eyre.

No: None.

Absent: None.

Resolution declared Adopted.

B. RESOLUTION 24-07 ANTIQUE TRACTOR SHOW 2024

A RESOLUTION TO APPROVE THE ANTIQUE TRACTOR SHOW 2024

The following Resolution was offered for adoption by Mayor Pro-Tem Gustafson, supported by Councilmember Shepard:

WHEREAS: The St. Ignace Visitors Bureau requests permission to conduct Antique Tractor Show 2024; and

WHEREAS: This event requires the usage of I-75BL, and the St. Ignace Little Bear East Arena parking lot and overflow lot; and

WHEREAS: This event requires a parade escort from City of St. Ignace Police; and

WHEREAS: Chapter 22 of the City of St. Ignace Code, “The Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and

WHEREAS: It is understood that there may be fees for certain services if provided by the City; and

WHEREAS: The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for Antique Tractor Show 2024 on September 7- September 8, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve usage of I-75BL and the St. Ignace Little Bear East Arena parking lot and overflow lot for this event, and a parade escort from City of St. Ignace Police.

Roll Call Vote:

Yes: Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard, Williford, Eyre and Mayor Pro-Tem Gustafson.

No: None.

Absent: None.

Resolution declared Adopted.

C. RESOLUTION 24-08 BRNCOS ON THE MAC 2024

A RESOLUTION TO APPROVE BRNCOS ON THE MAC 2024

The following Resolution was offered for adoption by Councilmember Litzner, supported by Mayor Pro-Tem Gustafson:

WHEREAS: The St. Ignace Visitors Bureau requests permission to sponsor and conduct the “Broncos on the Mac 2024”; and

WHEREAS: This event requires the usage of I-75BL and the St. Ignace Little Bear East Arena overflow lot; and

WHEREAS: This event requires a parade escort from City of St. Ignace Police; and

WHEREAS: Chapter 22 of the City of St. Ignace Code, “The Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and

WHEREAS: It is understood that there may be fees for certain services if provided by the City; and

WHEREAS: The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for Broncos on the Mac 2024 on June 6-9, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve usage of I-75BL, and the St. Ignace Little Bear East Arena overflow lot, and a parade escort from City of St. Ignace Police for this event on Friday, June 7, 2024 through Sunday, June 9, 2024.

Roll Call Vote:

Yes: Councilmembers Litzner, Pelter, Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson and Mayor LaLonde.

No: None.

Absent: None.

Resolution declared Adopted.

D. RESOLUTION 24-09 WEEKLY SUMMER EVENTS 2024

A RESOLUTION TO APPROVE WEEKLY SUMMER EVENTS 2024

The following Resolution was offered for adoption by Councilmember Williford, supported by Councilmember Litzner:

WHEREAS: The St. Ignace Visitor's Bureau requests permission to sponsor and conduct the "2024 Weekly Summer Events"; and

WHEREAS: This event requires the usage of downtown properties which would include the St. Ignace Marina, American Legion Park, and Kiwanis Beach; and

WHEREAS: Chapter 22 of the City of St. Ignace Code, "The Peddler's Ordinance", requires certain criteria be met for the event to be held; and

WHEREAS: It is understood that there may be fees for certain services if provided by the City; and

WHEREAS: The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for the 2024 Weekly Summer Events to be held from May through September, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve, subject to compliance with City rules and regulations, for the 2024 Weekly Summer Events usage of downtown properties which would include the St. Ignace Marina, American Legion Park, and Kiwanis Beach for the following events and dates:

Bayside Farmer's Market
St. Ignace Public Marina

Native American Cultural Teachings
Museum of Ojibwa Culture

July - September
Thursdays, 2:00 p.m.-7:00 p.m.

July - August
Mondays & Tuesdays, 6:30 p.m.-7:30 p.m.

Friday Night at the Museum
Museum of Ojibwa Culture
July - August
Fridays, 6:30 p.m.-8:30 p.m.

Wacky Wednesdays
Downtown St. Ignace
July - August
Wednesdays, 6:00 p.m.

Fireworks
Downtown St. Ignace
May 25- August 31
Saturdays, Dusk

Sundays Beach Bash
Kiwanis Beach
July - August
Sundays, 4:00 p.m.-7:00 p.m.

Swingin' Iggy
Downtown St. Ignace
July - August
Saturdays, 7:00 p.m.-10:00 p.m.

Roll Call Vote:

Yes: Councilmembers Pelter, Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde and Councilmember Litzner.

No: None.

Absent: None.

Resolution declared Adopted.

E. MUSEUM DONATION PLATFORM

City Manager Marshall informed Council that the DDA is requesting the City to create an account with QGiv to facilitate online donations on behalf of the Museum of Ojibwa Culture. The plan is called a Starter Package and free of charge, however, a monthly fee of \$10 will be charged to the Museum for invoicing the processing fees.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Eyre, to approve creating an account with QGiv on behalf of the Museum of Ojibwa Culture for online donations.

Roll Call Vote

Yes: Councilmembers Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner and Pelter.

No: None.

Motion carried unanimously.

F. POLICE DEPARTMENT OVERNIGHT TRAINING

City Manager Marshall requested Council's approval to allow Police Chief James to attend the U.P. Criminal Justice Administrators Conference in Marquette April 16th and 17th as an overnight training.

It was moved by Councilmember Pelter, seconded by Councilmember Shepard, to approve Chief James attending the Conference in Marquette.

Roll Call Vote

Yes: Councilmembers Williford, Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter and Shepard.

No: None.

Motion carried unanimously.

G. WATER & SEWER RATE RECOMMENDATION

City Manager Marshall informed Council that the Finance/Utility Committee is recommending that Council approve the proposed water and sewer rate increases presented by John Holland from Michigan Rural Water Association. Both the Committee and staff had reviewed the draft proposal thoroughly to agree on the following incremental increases over the next three years: 2024 - 2% increase for water commodity and a 3% increase for water readiness-to-serve (RTS); and 4% increase for sewer commodity and a 4% increase for sewer RTS. 2025 & 2026 - 3% increase for water commodity and a 3% increase for sewer commodity each year. It was moved by Councilmember Williford, seconded by Councilmember Shepard, to approve the proposed rate increases for water and sewer in 2024, 2025 and 2026, as presented.

Roll Call Vote

Yes: Councilmember Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard and Williford.

No: None.

Motion carried unanimously.

H. CITY MANAGER CAPITAL IMPROVEMENT PROJECT (CIP) UPDATE

City Manager Marshall presented the Capital Improvement Plan update to Council.

I. PROPOSED AMENDMENT TO COUNCIL RULES & PROCEDURES

Mayor LaLonde reviewed with Council that approval to remove virtual public comment from public meetings was recorded at the February 19th Regular Council meeting, and the next step is to amend the Council Rules and Procedures to reflect that action. Consideration for the amendment to the policy was voted down at the last Council meeting, March 4th, with concerns regarding virtual participation.

After some discussion, it was moved by Councilmember Shepard, seconded by Mayor Pro-Tem Gustafson, to approve amending the Council Rules and Procedures to remove the words “*or virtually*” from Section 3F. Public Comment/Public Hearings, paragraph one.

Roll Call Vote

Yes: Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter and Shepard.

No: Councilmembers Williford and Eyre.

Motion carried five to two.

J. DOCK 3 AGREEMENT PROPOSAL

City Manager Marshall informed Council that the Dock 3 Committee has met several times with Mackinac Island Carriage Tours in the last year to reach acceptable terms describing how garbage dumpsters from Mackinac Island will be stored on the City’s Dock 3 property. The Committee recommended the Use Agreement Dock 3 Storage Area presented in the Council packets. During review of the Agreement, it was noted the descriptor ‘Lessee’ should be corrected to ‘User’ throughout the document. City Manager Marshall also verified that this Agreement must also receive a final approval by MDOT before it can be executed.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Williford, to approve the Use Agreement Dock 3 Storage Area with the noted corrections.

Roll Call Vote

Yes: Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard, Williford and Mayor Pro-Tem Gustafson.

No: Councilmember Eyre.

Motion carried six to one.

K. AFSCME CONTRACT WAGE OPENER 2024

City Manager Marshall reviewed past raises for AFSCME (2019 – 2023) and budget information for the General Fund and Water/Sewer Funds (2022 – 2024) with Council to discuss the wage re-opener for AFSCME employees in 2024. The Negotiations Committee recommended a wage increase of \$1.50/hour for employees and the AFSCME Union requested an increase of \$2/hour.

After some discussion, it was moved by Councilmember Williford, seconded by Councilmember Eyre, to approve a wage increase of \$1.50/hour for AFSCME employees, effective January 1, 2024.

Roll Call Vote

Yes: Councilmembers Litzner, Pelter, Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson and Mayor LaLonde.

No: None.

Motion carried unanimously.

L. FINANCIALS

City Manager Marshall reviewed the February 2024 financials with Council.

It was moved by Councilmember Litzner, seconded by Mayor Pro-Tem Gustafson, to approve the February 2024 financials.

Roll Call Vote

Yes: Councilmembers Pelter, Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde and Councilmember Litzner.

No: None.

Motion carried unanimously.

CONSIDERATION OF THE BILLS

Airgas	DPW Rental Gas	\$35.45
Andy's Feed Station	DPW Patcher Propane/Boots	\$209.00
BAM Tools	DPW Code Reader	\$60.00
Charles J. Palmer, P.C.	February 2024 Statement	\$3,349.04
Crane Engineering	Reagon Street Lift State Pump Removal	\$2,547.72
Grainger	Water Plant Coupler	\$10.70
Hartford Fire Insurance Company	SIFD Insurance	\$575.00
Hawkins	Water Plant Supplies	\$50.00

Holiday Inn Marquette	SIPD Lodging Admin Conf	\$180.20
John E. Green Company	LBE Annual Fire Protection Inspection	\$595.00
Kimball Midwest	DPW Supplies/Terminal/Rack	\$970.56
KSS	City Hall Supplies	\$958.16
LMAS District Health Department	LBE Food Service License Renewal	\$216.00
M32 Enterprises	Bobcat Repair	\$2,518.40
MI DEAL	2024 Membership	\$180.00
Michigan Association of Planning	Site Plan/Zoning Ordinance/Admin Books	\$129.00
Michigan Rural Water Assoc	J. Orriss/M. Bowlby Online Courses	\$720.00
Michigan State Police	SIPD Token Fee	\$33.00
MSU ANR Event Services	CMGR March Webinar Series	\$50.00
NAPA Auto Parts	February 2024 Statement	\$1,021.43
New England Sports Sales Inc.	LBE-Magnetic Replacement Angles	\$66.32
Perfect Fit LLC	LBE Fitness Center Equipment Parts	\$715.07
Pollard Water/Ferguson Water	WTR RRI/WTR Supply Hose	\$670.60
Quill	Water Plant Ink/DPW Stapler	\$184.78
R&R Fire Truck Repair	SIFD SCBA Maintenance & Testing	\$509.64
St. Ignace Auto	February 2024 Statement	\$279.68
St. Ignace True Value	February 2024 Statement	\$2,023.27
The St. Ignace News	February 2024 Statement	\$851.92
Uline	SIFD Storage Cabinets	\$1,492.67
UP State Credit Union VISA	February 2024 Statement	\$1,042.28
USA Bluebook	Water RRI Replacement Parts	\$910.34
		<hr/> \$23,155.23

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Gustafson, to approve paying the bills in the amount of \$23,155.23.

Motion carried unanimously.

PUBLIC COMMENT *(3 min limit)*

Public comment was received regarding the City's website and the April Council meeting dates.

MANAGEMENT REPORT

City Manager Marshall provided a written report to Council and discussed the following:

- DDA and Beautification Committee update.
- Visit from Senator DaMoose to discuss 556 N State St. boarding house development.
- Grant Committee update.
- Ordinance review with Ray Anderson.

COMMITTEE REPORT

No Committee reports were received.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

There being no further business, the meeting adjourned at 8:46 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer