

**CITY OF ST. IGNACE  
DDA MEETING MINUTES  
October 13, 2023  
City Council Chambers**

**Members Present:** Chairman Heather Aukeman, Barb Yshinski, Pat Ramsay, Quincy Ranville, Erik Heffernan, Tom Cronan, Kristi Graham, Cheryl Schlehuber and Julie Lipnitz

**Members Absent:**

**Members Online:**

**Staff Present:** DDA Director, Ryan Sigmon; Museum Director, Tom Wyers

**Others Present:** Erich Doerr; City Manager, Scott Marshall

Meeting called to order at 7:59 AM by Chair Heather Aukeman

- I. **MINUTES:** Motion by Schlehuber support by Cronon to accept the minutes of September 8<sup>th</sup>, 2023. Motion passed.
- II. **ADDITIONS TO THE AGENDA:** (4) Sigmon – First National Bank Stairs, Michilimackinac Historical Society Board of Directors, Cameras at Pocket Park; Schlehuber – Dog Park
- III. **FINANCIAL REPORTS:** Sigmon reviewed the bills and the clerk revenue and expense Reports for September 2023. Motion by Ramsay, support by Cronan to accept the financial report. Motion Passed.
- IV. **BUSINESS:**
  1. **Excuse Absent Board Members:** N/A
  2. **Marina Internet Request:** Marshall discussed how the city would like to improve internet by expanding fiber internet in downtown, starting with the Marina. The current internet at the Marina does not meet their customers needs. Marshall believes that it is important to show Spectrum that the city is interested in bringing high speed internet to local businesses, and would like the DDA to consider supporting the Marina.
  3. **Approve Museum Director Contract:** Motion by Schlehuber, support by Lipnitz to accept the Museum Director contract for Wyers. Motion passed.
  4. **Museum Office at Chamber of Commerce:** Wyers stated that there is a lot of stuff to go through, and will need time to do so. The plan is to remove important documents and items first. There is no current timeline for when this will be completed.
  5. **Museum Boarding House Update:** Sigmon shared that there are two interested parties, and has extended the deadline for bids to December 6, 2023. Cronan would like the board to figure out what it will cost to get rid of it, or to consider other options for the building if there are no bids again.

- 6. Swing Set and Retaining Wall Update:** Sigmon provided an update on the potential swing set project at American Legion Park. Brian Olsen, City Engineer and Bill Fraser, Director of Public Works are not in favor of creating a retaining wall. They believe it could end up causing additional hazards to the park. They suggested adding post and rope, or fence along the road. The project committee will meet to discuss these options, and to determine if this project should be just for the swing set which would be around \$20,000 to complete.
- 7. Garden Contract and Cedar Removal:** Sigmon provided the board with updated bid specs for the 2024/2025 seasons after meeting with Carol Bell for her suggestions. The board felt like planting annual beds should be done earlier in June, and to consider making the bid deadline earlier in the year as well.
- 8. Light Pole Garland and Boardwalk Lights Request:** Motion by Lipnitz, support by Cronan to approve \$500 not covered in the submission of the St. Ignace Community Foundation grant application for garland. Motion passed. Motion by Cronan to purchase five Lumecon lights for the boardwalk, support by Graham. Motion passed.
- 9. Updating Committee List:** Schlehuber asked if we could find out if non-DDA board members could serve on DDA committees. Aukeman said she would check with the city attorney on this, Sigmon said that he would check with the Michigan Downtown Association. Cronan stated that he wouldn't mind working with Parks and Grounds, and the Downtown Beautification Committee after leaving the board. Sigmon asked the board members if they would like to serve on any additional committees, Ranville stated she would like to serve on the Events Committee, Graham on the Parks and Grounds Committee, and Lipnitz on the Downtown Beautification Committee.
- 10. DDA Director Report:** Sigmon shared that he thought the UP DDA Workshop on September 26 was very beneficial to him. He was able to learn a lot on reporting requirements and on Tax Increment Financing (TIF). He stated that he had submitted three grants. Two with the St. Ignace Community Foundation, \$1,000 for rendering fee for swing set/retaining wall campaign; \$4,300 for light pole garland. He also submitted 2% grant of \$10,000 for boardwalk, that would be a match of \$10,000 from DDA. Sigmon mentioned that the chamber is planning to put up the permanent Christmas tree soon, on the south side of Ace Hardware.
- 11. Michilimackinac Historical Society Board of Directors:** Sigmon shared that he was nominated to served on the board of directors for the historical society. Schlehuber one hundred percent approved Sigmon becoming a director, while Ranville said it would open the line of communication between the historical society and the DDA. Marshall said it would be a great opportunity to build the relationship with the historical society, and to ask Molly Paquin what would be expected of Sigmon to avoid potential conflicts. Motion by Schlehuber to allow Sigmon to accept the nomination to serve on the Michilimackinac Historical Society Board of Directors, support Cronan. Motion Passed.
- 12. First National Bank Stairs:** Sigmon stated that Bill Fraser and DPW would like to repair these steps for continued public use.

- 13. Cameras at St. Anthony Pocket Park:** Sigmon shared a bid tabulation for a security system at the pocket park, his recommendation was to go with Calvin Burnside. Motion by Ranville to approve going with Calvin Burnside for the security system, support by Schlehuber. Motion Passed.
- 14. Dog Park:** Schlehuber discussed an area near Little Bear that might work for a possible future dog park. She mentioned that this is something that the Parks and Grounds Committee should discuss, and to see what the support for this project would like from the city. Cronan stated that this is something that we could possibly do a crowdfunding campaign for.
- 15. Museum Manager Report:** Wyers shared that the Hometown Heroes Banners were taken down, and are being washed dried, and stored at the museum. There are currently five additional poles available for new banners in 2024. Wyers stated that he is still waiting on approval of the Community Cultural Pavilion plaque from the three daughters of Tony Earl. Additional signage will be placed around the pavilion for the seven grandfather teachings. Wyers said that the presentation of the traveling board school exhibits to the seven youth, education, and activities coordinators with the Sault Tribe went well. He added that the Federal Policy Exhibit is up and looks great. Wyers lastly shared the events the museum had hosted in September including Shirley's retirement party and Orange Shirt Day "Remembrance Walk."
- 16. Open Discussion:** Cronan brought up looking into having lights at Kiwanis Park. Schlehuber mentioned that her and Ryan were having a meeting with someone involved with Helper Helper about volunteer opportunities in St. Ignace.
- 17. Public Comment:** Marshall stated that Sigmon is doing a great job. He also shared that he hired Brooklyn Schlehuber as his assistant. Lastly, Marshall mentioned that there will be wrestling camps in St. Ignace on June 7-9, 2024.

There being no further business the meeting adjourned at 9:35 AM

Respectfully Submitted by Barb Yshinski