

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

A Regular Meeting of the St. Ignace City Council was held on Monday, October 2, 2023, in City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available. Mayor LaLonde called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance. Councilmember Gustafson led the invocation.

PRESENT FROM CITY COUNCIL: Councilmembers Cronan, Fullerton, Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, and Councilmember Williford.

ABSENT: None.

STAFF PRESENT: Scott Marshall, City Manager; Andrea Insley, City Clerk/Treasurer; Charles Palmer, City Attorney; Kevin James, Police Chief; Cathy Lamb, Recreation Facility Manager.

ADDITIONS TO THE AGENDA

City Manager Marshall – Introduction of new Administrative Assistant.

City Manager Marshall – Bridge traffic backup.

PUBLIC COMMENT *(3-min limit)*

Public comment was received commending volunteers and staff of the Fall Fest activities at Little Bear East this past weekend.

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 18, 2023, REGULAR COUNCIL MEETING:

It was moved by Councilmember Cronan, seconded by Councilmember Pelter, to approve the minutes of the September 18, 2023, Regular Council meeting as presented.

Motion carried unanimously.

OLD BUSINESS

No Old Business was discussed.

ADDITIONS TO THE AGENDA

City Manager Marshall – Introduction of new Administrative Assistant.

City Manager Marshall introduced Brooklynn Schlehuber as the newly hired Administrative Assistant who will officially begin working with the City on October 9th.

City Manager Marshall – Bridge traffic backup.

City Manager Marshall recognized the issue of traffic backup caused by the Bridge construction over the weekend. Police Chief James reported most of the congestion was outside of City limits, but that local law enforcement is trying to work together to ensure safe driving conditions.

NEW BUSINESS

A. ELECTION BOARD APPROVAL NOVEMBER 7, 2023

City Clerk/Treasurer Insley informed Council that the Election Boards presented are all returning election workers who have assisted in the last two years.

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve the list of Election Board members and the Receiving Board members.

Motion carried unanimously.

B. FIBER INTERNET INFRASTRUCTURE PLAN

City Manager Marshall informed Council that a company named Integration As a Service will be compiling a proposal to assist the City in navigating through the multiple requests from fiber optic service providers. A presentation from this Company is planned for the Regular Council meeting on October 16th.

C. 2024 DRAFT BUDGET

City Manager Marshall reviewed the 2024 draft budget for the General Fund, noting that most of the amounts were premature for the next fiscal year. Councilmember Gustafson inquired about the difference between the retirement amounts from 2023 to the proposed 2024.

Clerk/Treasurer Insley explained that the legacy expense will be recorded from a separate fund for retirees and the department expenses for retirement will then reflect a more accurate amount for active employees.

It was moved by Councilmember Gustafson, seconded by Councilmember Cronan, to schedule Budget Worksession I for Monday, October 30th at 6:00 p.m.

Motion carried unanimously.

CONSIDERATION OF BILLS

Clerk/Treasurer Insley informed Council that there were two adjustments made to bills included in the Council packets. The Hotshots Drain Cleaning LLC was decreased by the credit card fee and Knox Company was increased to account for the second lock box purchased, bringing the total amount for approval to \$90,683.41.

It was moved by Councilmember Pelter, seconded by Councilmember Gustafson, to approve paying the bills in the amount of \$90,683.41 as presented.

2x4 Construction	LBE Fitness Center Building Repair	\$3,900.00
Andy's Feed Station	Grass Seed/Weed Killer	\$720.00
Arnold's Refrigeration Inc.	LBE Fix Freezer and Ice Machine	\$818.90
Arrow Signs	Administrative Assistant Parking Sign	\$45.00
Automated Comfort Controls	LBE Cooling/Heating System Repair	\$458.25
BAM Tools	Gloves/Tools	\$634.64
BC Pizza	LBE Catering	\$157.50
Belonga Excavating LLC	Bluff Water Leak Equipment Rental	\$1,140.00

Belonga Plumbing and Heating	American Legion Park Repair	\$360.00
Blarney Castle Oil Co.	Marina Fuel	\$25,309.63
Core Technology	SIPD Annual Maintenance Fee	\$7,630.00
Crane Engineering	Heritage Lift Station Pump	\$4,376.25
Election Source	Election & Voter Registration Materials	\$105.15
ETNA	Touchpads/Meter Parts	\$2,280.00
George's Auto Parts	Water 3 2" Ball Hitch	\$20.00
Grainger	Hydrant Pump & Battery/Milwaukee	\$561.47
Hawkins	Testing	\$50.00
Hotshots Drain Cleaning LLC	Chambers Street	\$415.00
Interstate Battery	Battery/Prior Credits	\$102.05
Kiesler Police Supply	Ammunition/Training	\$768.75
Kimball Midwest	DPW Supplies	\$791.20
Knox Company	Water Plant Lock Box	\$1,781.00
KSS	City Hall Cleaner/LBE Supplies	\$1,148.23
Law Office of Alfred Feleppa	Attorney Services May - September 2023	\$924.00
M32	Bobcat Parts	\$348.65
Mackinac Sales Inc	Meter Car Repair	\$722.51
Meyer Ace Hardware	September 2023 Statement	\$2,044.62
Michigan Rural Water Assoc	WWTR Online Class (3)	\$1,020.00
Michigan State University	Planning and Zoning Books	\$60.00
Mid America Rink Services	LBE Rink Supplies	\$578.00
NCL	WWTR Lab Supplies	\$1,795.65
NCL	WWTR Plant Supplies	\$1,795.65
Norris Contracting Inc.	Asphalt	\$3,979.70
Northern Shirt Company	Marina Shirts	\$388.00
OMS Compliance Services, Inc.	SIPD Drug Screening	\$88.00

Precision Edge Outdoor Services LLC	8/31 to 9/15 Lawn Care	\$2,395.00
Quill	Office Supplies	\$219.60
RS Technical Services Inc.	Annual Chlorinators Services/New Gas Alarm	\$7,040.47
Rudyard Electric	WWTR Plant Fan Motor/Splash Pad Repair	\$5,022.60
Safety-Kleen Systems, Inc.	Washer Solvent	\$176.11
Ted Festerling LLC	Sweeper Parts/Sanders/Plow Blades	\$6,534.60
The St. Ignace News	September 2023 Statement	\$714.32
USA Bluebook	WWTR Lab Supplies	<u>\$1,262.91</u>
		\$90,683.41

Roll Call Vote

Yes: Councilmembers Fullerton, Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford and Cronan.

No: None.

Motion carried unanimously.

PUBLIC COMMENT *(3 min limit)*

Public comment was received regarding the Fall Fest activities over the weekend.

MANAGEMENT REPORT

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

- MDOT meeting to discuss next year's Car Show improvements
- Ferry Lane update
- Housing meeting follow-up
- Reschedule Finance/Utility Committee meeting

COMMITTEE REPORTS

No committee reports were discussed.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

There being no further business, the meeting adjourned at 8:05 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer