

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

A Regular Meeting of the St. Ignace City Council was held on Monday, February 20, 2023 in the City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available.

The meeting was called to order at 7:00 p.m. by Mayor LaLonde, followed by the Pledge of Allegiance. Councilmember Gustafson led the invocation.

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

ABSENT: Councilmembers Cronan and Pelter. Council excused Councilmember Cronan from this meeting during the Regular Council meeting January 9, 2023.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to excuse Councilmember Pelter from the meeting due to illness. Motion carried unanimously.

STAFF PRESENT: Stephanie Baar, Assistant to the City Manager; Bill Fraser, DPW Director; Charles Palmer, City Attorney; Scott Marshall, DDA Director; Sharon Crotser-Toy, Library Director; Joe Stearns, Marina Director; Andrea Insley, City Clerk/Treasurer (7:15 p.m).

ADDITIONS TO THE AGENDA

Mayor LaLonde – Schedule Public Hearing for Sale of Graham Ave Property.

PUBLIC COMMENT – AGENDA ITEMS *(2-min limit)*

No public comment was received.

CONSIDERATION OF MINUTES OF THE FEBRUARY 6, 2023, REGULAR COUNCIL MEETING:

It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to approve the minutes of the February 6, 2023 Regular Council meeting as presented. Motion carried unanimously.

OLD BUSINESS

A. SPECIAL EVENTS MOBILE VENDING BLANKET PERMIT

Assistant Baar presented Council with a blanket permit form for Special Events mobile vending. Special Event organizers will be responsible for ensuring participating mobile vendors comply with all set requirements of the permit, the City's Code of Ordinances and all County and State regulations.

It was moved by Councilmember Gustafson, seconded by Mayor LaLonde, to approve the Special Events Mobile Vending Blanket Permit.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

NEW BUSINESS

A. GIRL SCOUT TROOP PRESENTATION

Girl Scout Troop #5072 announced the organization was re-introduced last spring and will be selling cookies as of March 1st to raise money for summer camp.

B. LIBRARY ANNUAL REPORT

Library Director Sharon Crotser-Toy presented Council with the Library's annual report for fiscal year 2022.

C. GOLF COURSE DIRECTOR CONTRACT

Assistant Baar informed Council that the Negotiations Committee met on Tuesday, February 14th, to consider the employment contract for Kurt Ney, Golf Course Director. The term of the renewed contract will be from January 1, 2023, to December 31, 2023, with a salary of \$36,500. It was moved by Councilmember Gustafson, seconded by Councilmember Fullerton, to approve the employment contract, as presented, for Kurt Ney as Golf Course Director for a salary of \$36,500.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

D. MARINA DIRECTOR CONTRACT

Assistant Baar presented the employment contract for Joe Stearns, Marina Director, which was also considered by the Negotiations Committee Tuesday, February 14th. The term for the updated contract will be effective retroactively from January 1, 2023, to December 31, 2024, with a required 40 hours per week during the operational season April 1st through November 15th. The position will remain seasonal with an understanding that the Director will dedicate hours as needed outside of the operational season. An annual salary of \$40,000 was recommended by the Committee for 2023 with a wage re-opener for 2024.

It was moved by Councilmember Williford, seconded by Mayor Pro-Tem St. Louis, to approve the employment contract for Joe Stearns as Marina Director with a salary of \$40,000.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

E. PROPERTY SALE – CITY SHARE OF PARCEL 052-620-064-05

Assistant Baar informed Council that Coldwell Realty has requested that the City, who holds a 1/7 interest of ownership, approves selling the parcel #052-620-064-05 on Graham Ave. The City acquired the 1/7 interest of ownership through a Mackinac County forfeiture sale for \$695 in 2019 and has paid \$1,288 in taxes for the unused property to-date. The City has no plans for

development of this property and Coldwell expects to sell the parcel for \$68,500. In order to consider approving the sale of City property a Public Hearing must be performed, per the City Charter.

ADDITION TO THE AGENDA

Mayor LaLonde – Schedule a Public Hearing:

It was moved by Councilmember Gustafson, seconded by Councilmember Fullerton, to approve scheduling a public hearing at the next Regular Council meeting, March 6th at 7:00 p.m. to consider the sale of parcel 052-620-064-05 on Graham Avenue. Motion carried unanimously.

F. MICHILIMACKINAC HISTORICAL SOCIETY PRESENTATION

Members of the Michilimackinac Historical Society (MHS), David Kunze and Jim Draz, presented development plans for the new Straits Cultural Center. MHS was proud to announce that over \$4.5 million has been raised with \$900,000 still left to accomplish in funding. Phased-construction is planned to begin this summer.

G. CITY HALL COPIER PURCHASE & MAINTENANCE CONTRACT

Assistant Baar informed Council that City Hall is seeking a new central copier. The City considered three bids for a color copier with a maintenance program from Sault Printing, National Office of the Sault and Dunn's Business Solutions of Gaylord. The City budgeted for this purchase in the 2023 budget and also received \$5,000 from the Sault Tribe of Chippewa Indian's during the 2022 fall 2% contributions, to be applied to the purchase.

It was moved by Councilmember Fullerton, seconded by Councilmember Williford, to approve the purchase of a color copier with a maintenance agreement from National Office for \$9,766.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

H. STRAITS AREA EMERGENCY MEDICAL SERVICE (SAEMS) AUTHORITY APPOINTMENT

Mayor LaLonde requested Council's approval to appoint himself as the City representative for the SAEMS Authority.

It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to approve appointing Mayor LaLonde to the SAEMS Authority. Motion carried unanimously.

I. FINANCIALS

Council reviewed the revenue-expense reports for January 2023. Assistant Baar informed Council that financial reports can be displayed in a variety of different ways base what they would prefer. Mayor LaLonde requested information to include the previous year balances.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Gustafson, to approve the financials for January 2023.

Roll Call Vote

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

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

Airgas USA LLC	DPW Rental Gases	\$173.95
Arrow Signs	LBE Overflow Lot	\$30.00
BC Pizza	LBE Fab Friday and Concession	\$277.75
Beckett & Raeder	Zoning Ordinance Services	\$1,864.76
Bentley Welding	Snow Plow Blade Repair	\$420.00
Crane Engineering	Huron Street Lift Station Float Replacement	\$2,755.20
ETNA	2" Water Meters/16 " & 17" Repair Clamps	\$1,696.00
George's Body Shop Inc.	SIPD Repair	\$1,621.77
Granicus	Compliance Monitoring/Address Identification	\$1,533.38
Hawkins	Water Plant Chemicals	\$70.00
John E. Green Company	Sprinkler Repair LBE	\$338.38
Kimball Midwest	DPW Supplies	\$177.10
KSS	LBE-Supplies	\$557.40
Mackinac Plumbing & Heating Co.	Water Plant Heater Motor Supplies/Repair	\$2,998.82
Maggie Mieske	Reimbursement-LBE Lock Box	\$52.98
MI Municipal League	Membership Dues 2023	\$1,936.00
Napa Auto Parts	January 2023 Statement	\$1,204.05
National Office Products	January 2023 Statement	\$1,046.00
Nick Montie	SIFD Yearly NFPA Link Subscription	\$99.99
Oscar W. Larson Co.	Marina Qrtly UST "B" inspection	\$252.50

Pollardwater	Flag Markers White/Red	\$319.12
RUDYARD ELECTRIC	LBE Lighting Fixtures	\$1,475.00
Sault Printing Co., Inc.	Toner CMGR Office/Maintenance Jan. 2023	\$225.76
Spartan Nash	January 2023 Statement	\$377.43
St. Ignace True Value	January 2023 Statement	\$943.63
State of Michigan	City Hall Elevator Inspection	\$180.00
Stoops	DPW Heater Part	\$137.09
Straits Building Center	January 2023 Statement	\$3,239.71
The St. Ignace News	SIPD-Auction Ads	\$119.20
USA Bluebook	Water Plant Supplies	\$129.56
VarCo-Virginia Rubber Corp	DPW Nitrile Gloves	\$42.19
		\$26,294.72

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Williford, to approve paying the bills in the amount of \$26,294.72.

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT - NON-AGENDA ITEMS (3 min limit)

Public comment was received regarding the Fitness Center and leasing City property procedures.

MANAGEMENT REPORT

Assistant Baar discussed the following points as part of the Management report:

- The consideration for leasing the Fitness Center, indicating it would require a solicitation for bids to begin the process before scheduling a Public Hearing;
- February 23rd as the due date for City Manager applications, noting the Special Council meeting scheduled for Monday, February 27th at 7:00 p.m. to review the applications;
- Summarizing some of the upcoming administrative staff transitions and provided a three-year history of salaries for administrative positions.
- Appreciation mentioned to the St. Ignace Visitors Bureau for a successful Pond Hockey event.

COMMITTEE REPORTS

Negotiations Committee – Minutes were provided to Council from the Committee meeting held Tuesday, February 14, 2023 1p.m.

Planning Commission – Betsy Dayrell-Hart, Planning Chairperson, read aloud the following resolution for Assistant to the City Manager, Stephanie Baar, originally presented at the Planning Commission meeting Tuesday, February 14th:

**St. Ignace Planning Commission
Resolution recognizing Stephanie Baar's faithful support of the St. Ignace Planning Commission**

Whereas Stephanie Baar, in her role as Administrative Assistant to City management has given invaluable support to the Planning Commission during its many projects over the past several years;

Whereas Stephanie Baar has demonstrated great attention to detail and superior organizational skills in her duties to the City of St. Ignace and its Planning Commission;

Whereas Stephanie Baar has been continually polite and graceful in the performance of her duties; and

Whereas Stephanie Baar now leaves the City of St. Ignace to pursue a new career and greater challenges;

Therefore, be it resolved that the St. Ignace Planning Commission extends its heartfelt gratitude to Ms. Baar and promises her our ongoing support on her new career path. We recommend her without reservation.

Chairperson Dayrell-Hart also noted the next Planning Commission monthly meeting will be held Tuesday, March 14th.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

ENTER CLOSED SESSION: COUNCIL MAY ENTER CLOSED SESSION TO CONSULT WITH ITS ATTORNEY REGARDING PENDING LITIGATION PER MCL 15.268(e).

It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to enter into Closed Session at 8:09 p.m. to consult with Attorney Sean Forsmire.

Council returned from Closed Session at 9:05 p.m. At this time, Mayor LaLonde requested Council's consideration for Resolution 23-09.

A RESOLUTION AUTHORIZING THE SETTLEMENT AND RELEASE OF ALL CLAIMS REGARDING *RICHARD AND MARY CULLEN V. CITY OF ST. IGNACE, ET AL.*

The following Resolution was offered for adoption by Councilmember Fullerton, supported by Mayor Pro-Tem St. Louis:

WHEREAS: Case No. 2:2021cv00076 in the United States District Court for the Western District of Michigan concerns a lawsuit against the City of St. Ignace; and

WHEREAS: The parties held a settlement conference with United States District Court for the Western District of Michigan, on February 13th and 14th, 2023

WHEREAS: The parties seek to settle and release all claims, including the litigation, grievance, and arbitration proceedings, pursuant to the terms of a Release and Settlement Agreement ("Settlement Agreement") negotiated by attorneys of record in this litigation; and

WHEREAS: The City will pay Plaintiffs a settlement amount of one-hundred and seventy thousand dollars (\$170,000.00) ("Settlement Payment"); and

WHEREAS: Pursuant to the terms of the Settlement Agreement and a ruling by the court, the City will strengthen its record-keeping procedures for disciplinary and investigative documents; and

WHEREAS: In compliance with the Open Meetings Act, the City must approve final action on settlement of this litigation in open session; and

WHEREAS: The issuance of the City's Settlement Payment is a compromise resolution of a disputed claim and not an admission of liability; and

WHEREAS: It is the recommendation of the City's defense attorney, Sean Fosmire, that it is in the best interests of the City for the City Council to approve and ratify the settlement reached by the parties; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve and authorize settlement with Plaintiffs and issuance of the City's Settlement Payment pursuant to the terms of the Settlement Agreement; now therefore

BE IT FURTHER RESOLVED: The St. Ignace City Council does hereby authorize Stephanie Baar to sign the Agreement on Records and the Waiver Agreement on behalf of the City.

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Pelter.

Resolution declared Adopted.

There being no further business, the meeting adjourned at 9:07 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer

