

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

A Regular Meeting of the St. Ignace City Council was held on Monday, September 18, 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 (7:03 p.m.), Mayor Pro-Tem St. Louis, and Councilmember Williford.

ABSENT: None. Council had approved excusing Councilmember Pelter from the meeting, but she arrived at 7:03 p.m.

STAFF PRESENT: Scott Marshall, City Manager; Andrea Insley, City Clerk/Treasurer; Charles Palmer, City Attorney; Kevin James, Police Chief; Matt Bowlby, Assistant Fire Chief; Kurt Ney, Golf Course Manager; Cathy Lamb, Recreation Facility Manager.

ADDITIONS TO THE AGENDA – None.

PUBLIC COMMENT *(3-min limit)*

Mackinac County Commissioner Jodi Kaiser introduced herself to Council.

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 5, 2023, REGULAR COUNCIL MEETING:

It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to approve the minutes of the September 5, 2023, Regular Council meeting as presented.
Motion carried unanimously.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

A. PLANNING COMMISSION APPOINTMENT

Mayor LaLonde requested Council's approval to appoint Andy Valentine to the City Planning Commission to replace Cindy Snyder.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Gustafson, to approve appointing Andy Valentine to the Planning Commission to replace Cindy Snyder effective October 1st.

Motion carried unanimously.

B. POLICE DEPARTMENT UPDATE

(Councilmember Pelter arrived 7:03) Police Chief James informed Council that Mark Wilk will be returning to the City Police Department as a part-time Patrol Officer for a temporary period

until the department can fill some of the vacant positions. Officer Wilk was given the Oath of Office as well as the Law Enforcement Oath of Honor and welcomed by Council.

C. GOLF COURSE REPORT

Golf Course Manager Kurt Ney presented an annual report to Council for the 2023 season, noting the course is expected to close for the season by October.

D. FIRE DEPARTMENT EQUIPMENT PURCHASE

City Manager Marshall reviewed the Fire Department request to purchase equipment for the fire truck using a donated contribution from the Mackinac Swim Organization received in August for \$12,000. Three bids were presented for a variety of truck equipment and accessories from Witmer (\$10,266), Darley (\$7,567), and Pomasl (\$8,342). Assistant Fire Chief Bowlby noted that Pomasl has been a well-used vendor for the department in the past, and the uniform consistency in certain equipment for rescue is important, therefore, he recommended the Pomasl bid.

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve the equipment purchase from Pomasl for \$8,342 using the \$12,000 contribution from the Mackinac Swim Organization.

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.

E. MI FIRE EQUIPMENT GRANT 2023

City Manager Marshall informed Council that the City's Fire Department was awarded the Michigan Fire Equipment Grant from the State of Michigan for \$30,000 on behalf of Moran Township and St. Ignace Township as well. One of the grant's requirements is to submit proof of payment for the purchase of fire equipment by September 30th in order to be reimbursed. Fire Chief Montie submitted a request for Council's approval to purchase seven sets of gear. Three bids were provided to Council, one from West Shore Fire (\$30,737), one from Witmer (\$30,000), and one from Pomasl (\$30,836.30). The Pomasl bid was again recommended because the department's other uniform gear is from this vendor. The amount of \$836.30, over the \$30,000 award, will be considered under the remaining contribution funds received from the Mackinac Swim Organization.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Gustafson, to approve purchasing the seven turnout gear sets from Pomasl for \$30,836.30.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

F. FINANCIALS

City Manager Marshall reviewed the August 2023 financials with Council. Councilmember Gustafson inquired about the line items marked Unclassified in each fund and discussed the transparency of the report. Clerk/Treasurer Insley explained that the monthly financial report is organized by classifications and that line item is a combination of a collection of different revenues, not offering a detailed description.

After further discussion, it was moved by Councilmember Pelter, seconded by Councilmember Gustafson, to approve the August 2023 financials as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve paying the bills in the amount of \$57,353.94 as presented.

ACC	LBE Pump Replacement/Service	\$3,456.00*
Airgas	Cylinder Rental	\$34.35*
All-Phase Electric Supply	LBE Parts	\$94.60
Amazon	August 2023 Statement	\$726.08
Anderson Tackman	Audit Billing	\$6,269.14
Arrow Signs	CMGR Parking Sign/LBE Signs	\$435.00
BC Pizza	LBE-Concession, Meetings, Fab Friday	\$879.75*
Blarney Castle Oil Co.	Marina Diesel/Golf Gasoline	\$7,028.26
Charles J. Palmer, P.C.	August 2023 Statement	\$2,676.24
CMP Distributors Inc.	SIPD-Pepper Spray	\$73.95
Gordon Food Service	Concession Supplies	\$172.36
Grainger	Water Plant Equipment	\$335.42
Harrell's	Golf Supplies	\$200.00
Joe St. Louis	Golf Course Storage Building	\$585.00
KSS	LBE and City Hall	\$490.66*
Kurt Ney	Cart Rental August	\$1,530.00
M32	Bob Cat Parts	\$991.32

Mackinac Plumbing & Heating Co.	DPW Garage Repair	\$568.95
Mackinac Sales, Inc.	August 2023 Statement	\$1,398.84
MI Assoc of Municipal Clerks	A Insley/S Cece MiPMC Application	\$200.00
Michigan Economic Development Assoc	Registration Fee S. Marshall	\$200.00
Michigan State Police	Token Fee April-June 2023	\$33.00
NAPA Auto Parts	August 2023 Statement	\$2,948.37
National Office Supply	August 2023 Statements	\$1,648.47*
National Pen Co. LLC	Golf Pencils	\$409.50
NCL	Water Lab Equipment/PH Probe	\$3,607.86
Northern Tree Service	McCann Street Tree Removal	\$1,200.00
NSI	Water Plant Testing	\$187.00
OTIS Elevator Company	Additional Contract Fee	\$200.00
Paragon Laboratories	Water Testing	\$830.00
PerfectFit LLC	Equipment Install	\$425.00
Pitney Bowes	Meter Contract	\$407.94
PowerPlan	Backhoe Parts	\$916.16
Pro-Vision	MMRMA Grant BodyCams	\$1,597.85
Spartan Stores LLC	August 2023 Statement	\$435.77
St. Ignace Auto	August 2023 Statement	\$397.81
St. Ignace True Value	August 2023 Statement	\$1,839.00
State of Michigan - LARA	Elevator Certificate - City Hall	\$285.00
Straits Building Center	August 2023 Statement	\$7,581.04
UP State Credit Union Visa	August 2023 Statement	\$2,727.60
USA Bluebook	Water Plant Supplies	\$1,330.65
		\$ 57,353.94

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT *(3 min limit)*

No public comment was received.

MANAGEMENT REPORT

City Manager Marshall briefly discussed the following:

- Preparation for 2024 budget draft
- LBE Ice Arena putting ice on next week
- Administrative Assistant position
- Dock #3 meeting regarding dumpsters agreement draft
- Housing meeting 9/26 at 5 pm
- Negotiations with AFSCME/FOP for wage openers
- Shirley Sorrels retirement party 9/21 from 4-6 pm at Museum
- C.I.P. meeting 9/21 at 10 a.m.
- Internet communication stations
- Health Insurance plan review
- Ferry Lane follow up
- Enterprise lease for Police cars
- Upcoming training

COMMITTEE REPORTS

A. Straits Area Fire Authority – Councilmember Gustafson reported the minutes for the Authority's budget hearing meeting on 9/12/23.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

There being no further business, the meeting adjourned at 7:58 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer