

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

A Regular Meeting of the St. Ignace City Council was held on Tuesday, January 19, 2021, remotely via Zoom video conference.

The meeting was called to order at 7:00 p.m. by Mayor Litzner, followed by the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

PRESENT/ZOOM FROM CITY: Councilmembers Clapperton (St. Ignace), Fullerton (St. Ignace), Mayor Litzner (St. Ignace), Mayor Pro-Tem Paquin (St. Ignace), Councilmembers Pelter (St. Ignace), St. Louis (St. Ignace) and Tremble (St. Ignace).

ABSENT: None.

STAFF PRESENT/ZOOM: Darcy Long, City Manager; Kyle Mulka, City Assessor; Charles Palmer, City Attorney; Andrea Insley, City Clerk/Treasurer; Tony Brown, Police Chief; Scott Marshall, DDA Director; Bill Fraser, DPW Director; Lauren Yoder, Marina Director; Steven Paquin, St. Ignace Building Authority Chairperson.

LIMITED PUBLIC COMMENT

Public comment was received regarding Lauren Yoder submitting her resignation as Marina Director.

CONSIDERATION OF MINUTES OF THE DECEMBER 30, 2020 SPECIAL MEETING AND THE JANUARY 4, 2021 REGULAR COUNCIL MEETING

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes from both December 30, 2020, and January 4, 2021.

Roll Call Vote:

Yes: Councilmember Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers St. Louis, Tremble and Clapperton.

No: None.

Abstain: Councilmember Pelter.

Motion carried six to one abstaining.

CONSIDERATION OF BILLS

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$ 34,388.08.

Roll Call Vote:

Yes: Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble, Clapperton and Fullerton.

No: None.

Motion carried unanimously.

Ace Hardware	December 2020 Statement	\$357.69
Airgas	Rental Gas	\$154.42
Amazon	Pole Saw, Strobe Light, Wind socks, Gloves	\$154.13
Amway Grand Plaza	T. Brown Police Winter Conference Hotel Stay	\$487.23

Anderson, Tackman & Company PLC	2020 Audit Progressive Billing	\$405.00
AVD/Netexpress	New Hall Install/Equip - Pymnt 2 of 2	\$4,976.23
Belonga Plumbing & Heating	Furnace Repair	\$68.00
Cedarville Marine	SIFD Rescue Sled Oil Change	\$155.35
Charles J. Palmer PC	December 2020 Statement	\$1,620.00
Claudette Brown	Golf Supplies Reimbursement	\$223.20
Gary Sorenson	Purchase Reimbursement-Beam Clamp	\$228.55
Gary Sorenson	Purchase Reimbursement-Helmets/Rigging Plate	\$270.23
Gifts Galore	Uniform Shirts	\$140.00
Halt Fire	SIFD Valves	\$600.59
Huron Valley Guns	SIPD Pin and Emblem Letters	\$41.97
Hydrite	Ferric Chloride	\$9,151.06
Kimball Midwest	DPW Shop Supplies/Wtr Plant Supplies	\$212.72
KSS Enterprises	LBE and CHAI Supplies	\$373.80
Lynn Auto Parts	December 2020 Statement	\$3,068.41
Mackinac County Clerk	Election Canvas	\$181.44
Mackinac Plumbing & Heating	Parts	\$16.20
Mackinac Sales	SIPD '14 Taurus repair/'14 Explorer repair T. Brown Registration for Winter Police Conference	\$1,670.62
MACP		\$280.00
MI Assoc. of Municipal Clerks	2021 Memberships - A. Insley, S. Cece	\$120.00
Michigan State Firemen's Assoc.	2021 Membership	\$75.00
MIDeal	Membership 2021	\$180.00
National Office Products	December 2020 Statement	\$477.72
NCL	Nitrification Inhibitor/Plant Supplies	\$1,329.27
NSI Lab Solution	Annual Proficiency Testing	\$539.00
OK Industrial	Sawzall Blades	\$43.30
R & R Fire Truck Repair Inc.	SIFD 1999 CSI Kenworth Repair	\$2,586.64
RS Technical	Alum Pump Check Valves	\$96.84

Scientific	Air Brake Dryer Valve	\$168.79
Spartan Nash Family Fare	December 2020 Statement	\$13.96
St. Ignace True Value	December 2020 Statement	\$514.47
Summit Fire Protection	Marina Cart and Annual Maintenance/Inspection	\$2,167.60
The Feed Station	Uniform Boots	\$189.95
The St. Ignace News	SIFD/Minutes/Mtg Ads/App. Bill/Budget Books/Dec. BOR	\$1,032.53
USA Blue Book	Freight Charge	\$16.17
Total		\$34,388.08

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

At this time, Mayor Litzner requested Council's approval to add an item to the agenda. It was moved Councilmember Pelter, supported by Councilmember Clapperton, to approve to add the agenda item "New Committee."

Roll Call Vote:

Yes: Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton and Mayor Litzner.

No: None.

Motion carried unanimously.

A. RESOLUTION TREK THE MIGHTY MAC 2021:

RESOLUTION

The following Resolution was offered for adoption by Councilmember St. Louis, supported by Councilmember Clapperton:

WHEREAS, the St. Ignace Visitors Bureau and the St. Ignace Events Committee request permission to conduct the Trek the Mighty Mac, and

WHEREAS, this event requires the usage of I-75NB and I-75BL and the St. Ignace Little Bear East Arena parking lot, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau and the St. Ignace Events Committee do meet the criteria established in the various sections of the Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of I-75NB, I-75BL and the St. Ignace Little Bear East Arena parking lot for this event on September 24 & 25, 2021.

Roll Call Vote:

Yes: Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner and Mayor Pro-Tem Paquin.

No: None.

Absent: None.

Resolution declared Adopted.

B. RESOLUTION ANTIQUE TRACTOR SHOW & CROSSING 2021:

RESOLUTION

The following Resolution was offered for adoption by Councilmember St. Louis, supported by Councilmember Clapperton:

WHEREAS, the St. Ignace Visitors Bureau and the St. Ignace Events Committee request permission to conduct the Antique Tractor Show & Crossing, and

WHEREAS, this event requires the usage of Little Bear East Arena parking lot, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau and the St. Ignace Events Committee do meet the criteria established in the various sections of the Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of the Little Bear East Arena parking lot for this event on:

Friday, September 10, 2021 at 9a.m. thru
Saturday, September 11, 2021 until 8p.m.

Roll Call Vote:

Yes: Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner and Mayor Pro-Tem Paquin.

No: None.

Absent: None.

Resolution declared Adopted.

C. RESOLUTION JEEP THE MAC 2021:

RESOLUTION

The following Resolution was offered for adoption by Councilmember St. Louis, supported by Councilmember Clapperton:

WHEREAS, the St. Ignace Visitors Bureau and St. Ignace Events Committee request permission to conduct the Jeep the Mac, and

WHEREAS, this event requires the usage of I-75NB and I-75BL and the St. Ignace Little Bear

East Arena parking lot, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau and the St. Ignace Events Committee do meet the criteria established in the various sections of the Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of I-75NB, I-75BL and the St. Ignace Little Bear East Arena parking lot for this event on April 23, 2021, thru April 24, 2021.

Roll Call Vote:

Yes: Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner and Mayor Pro-Tem.

No: None.

Absent: None.

Resolution declared Adopted.

D. APPROVAL FOR POLICE CHIEF ATTENDANCE TO M.A.C.P. CONFERENCE:

Police Chief Brown requested Council's approval to attend the M.A.C.P.'s (Michigan Association of Chiefs of Police) winter conference February 10 – 12, 2021, at the Amway Grand Plaza Hotel in Grand Rapids. It was noted by Mayor Litzner that registration for the conference is \$280.

It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve Police Chief Brown's overnight attendance at the conference.

Roll Call Vote:

Yes: Councilmembers St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin and Councilmember Pelter.

No: None.

Motion carried unanimously.

E. COURTESY PROPERTY SPLIT:

City Manager Long informed Council that, according to the City Charter, Council must schedule a Public Hearing regarding the request for a property split near the Ann Massey residence on Balsam Avenue.

At this time, it was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to schedule a Public Hearing for the Balsam Avenue property split on Monday, February 15, 2021, at 7 p.m., during the Regular Council meeting.

Roll Call Vote:

Yes: Councilmembers Tremble, Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter and St. Louis.

No: None.

Motion carried unanimously.

F. DWSRF 2021/PRELIMINARY PROJECT PLAN:

DPW Director Fraser informed Council of the opportunity for the City to take part in Michigan EGLE's (Environment, Great Lakes and Energy) new funding programs for utility improvements, under the

Drinking Water State Revolving Fund and USDA Rural Development. Mr. Fraser stated C2AE will assist with the preliminary process involving project plans and applications. The water component will be \$30,000 and the wastewater component will be \$15,000. The application of intent is due January 31, 2021 to EGLE, but the project work can be scheduled out in the next year or two.

It was moved by Councilmember St. Louis, seconded by Councilmember Fullerton, to approve contracting C2AE to assist with the DWSRF and USDA Rural Development application processes.

Roll Call Vote:

Yes: Councilmembers Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis and Tremble.

No: None.

Motion carried unanimously.

G. BUDGET AMENDMENT WATER/SEWER FUND 2021:

City Manager Long informed Council that the cost for the application process for the DWSRF funding was not budgeted for 2021 and requested approval to amend the budget, allocating the funds from the Water Fund 591 and Wastewater Fund 590 fund balances respectively.

It was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to approve amending the Water budget for \$30,000 and Wastewater budget for \$15,000 to account for the added expenditures.

Roll Call Vote:

Yes: Councilmember Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble and Clapperton.

No: None.

Motion carried unanimously.

H. RECREATION AGREEMENT:

City Manager Long presented the Recreation Agreement renewal to Council, noting the updated term dates will be from January 2021 to December 2023.

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to approve the Recreation Agreement renewal.

Roll Call Vote:

Yes: Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble, Clapperton and Fullerton.

No: None.

Motion carried unanimously.

I. MACKINAC ISLAND LADDER TRUCK AGREEMENT:

Steven Paquin, St. Ignace Building Authority Chairperson, updated Council on the new Fire Hall progress, stating the expected occupancy date is February 13, 2021. Mr. Paquin also informed Council that a contract is currently being drafted between the Mackinac Island Fire Department and the St. Ignace Fire Department to lease a used ladder truck from Mackinac Island. The complete contract will be presented to Council for approval at a future Regular Council meeting date.

J. GOLF CART LEASE/SERVICE CONTRACT:

City Manager Long presented a proposal for a lease and service agreement with Yamaha Golf Cars Plus to supply the Golf Course with 15 golf carts in the upcoming year. After some discussion, it was

recommended by City Manager Long that Council consider a payment plan of 30 payments for 30 months, calculating to \$8,892 annually for the lease and \$1,950 annually for the service component. It was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to approve the golf cart lease and service agreement for 15 carts from May 2021 through October 2025 at the amount of \$10,842 annually. It was noted that the 2021 budget will need to be amended, but revenue is expected to accommodate these expenses.

Roll Call Vote:

Yes: Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton and Mayor Litzner.

No: None.

Motion carried unanimously.

ADDITION TO THE AGENDA:

Mayor Litzner requested Council approval to appoint a new sub-committee of the Dock #3 Committee to be referenced as the Favorite Dock Development Committee. Members appointed to the sub-committee include Mayor Litzner, Mayor Pro-Tem Paquin, Quincy Ranville (SI Visitors Bureau), Bridgett Sorenson (SI Visitors Bureau), Nikki St. Andrew (Chamber of Commerce), DDA Director Scott Marshall and City Manager Long.

It was moved by Councilmember St. Louis, seconded by Councilmember Tremble, to approve the appointment of the new Favorite Dock Development Committee.

Roll Call Vote:

Yes: Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner and Mayor Pro-Tem Paquin.

No: None.

Motion carried unanimously.

Mayor Litzner announced the first meeting of the Committee will be Tuesday, January 26, 2021, at 10 a.m. in the office of the St. Ignace Visitors Bureau.

K. FINANCIALS:

City Manager Long presented the December 2020 financials to Council.

It was moved by Councilmember Clapperton, seconded by Councilmember Pelter, to approve the December 2020 financials as presented.

Roll Call Vote:

Yes: Councilmembers St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin and Councilmember Pelter.

No: None.

Motion carried unanimously.

PUBLIC COMMENT – None.

CITY MANAGER'S REPORT

City Manager Long stated the Water Quality Report for 2020 was available to be viewed in the City Clerk's office, as required by the State of Michigan. City Manager Long also described his plan to begin implementing the new City website and updated camera system for the Council Chambers.

COMMITTEE REPORTS

Betsy Dayrell-Hart presented the Planning Commission's Annual Report for 2020 in Council packets and is available to view in the City Clerk's office.

COUNCILMEMBER COMMENTS

Each Councilmember commended Marina Director Lauren Yoder for her work with the Marina the last two years and wished her well in her next position. Council also gave thanks to Steven Paquin and the St. Ignace Building Authority on their work with the new Fire Hall.

In addition, Mayor Litzner commended Betsy Dayrell-Hart for her work with the Planning Commission and Kyle Mulka and City Manager Long's efforts in keeping up with the virtual needs of Council.

There being no further business, the meeting adjourned at 8:00 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

