

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

A Regular Meeting of the St. Ignace City Council was held on Monday, January 10, 2022, 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 Williford gave the invocation.

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

ABSENT: Councilmembers Clapperton and Fullerton.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Pelter, to excuse Councilmember Clapperton from the meeting due to Covid exposure, and Councilmember Fullerton due to being out of town. Motion carried unanimously.

STAFF PRESENT: Darcy Long, City Manager; Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Tony Brown, Police Chief; Scott Marshall, DDA Director; Charles Palmer, City Attorney (Zoom).

ADDITIONS TO THE AGENDA

Mayor LaLonde – Committee appointment.

LIMITED PUBLIC COMMENT

Public comment was received regarding the December 20th meeting minutes and a request to add City Manager Long's response to Councilmember Fullerton's question about whether City Manager Long had performed staff evaluations.

CONSIDERATION OF MINUTES OF THE DECEMBER 20, 2021 REGULAR COUNCIL MEETING:

It was moved by Councilmember Pelter, seconded by Mayor LaLonde, to approve the minutes from December 20, 2021, with the addition of City Manager Long's response to Councilmember Fullerton's question if City Manager Long had performed staff evaluations.

Roll Call Vote

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

No: None.

Motion carried unanimously.

CONSIDERATION OF THE MINUTES OF THE DECEMBER 20, 2021 CLOSED MEETING:

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem St. Louis, to approve the minutes from the December 20, 2021, Closed Meeting as written.

Roll Call Vote

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

No: None.

Motion carried unanimously.

OLD BUSINESS

A. SHORT-TERM RENTAL (STR) ADMINISTRATION COMPANY

City Manager Long informed Council that three vendors were considered by the Planning Commission to assist the City with portions of the STR Ordinance administration and compliance: Granicus, Harmari (LTAS Technologies Inc) and GovOS. City Manager Long presented Council with a summary of their most commonly used services along with a cost comparison from each vendor. Granicus provided a documented proposal for \$11,134 per year for all services listed, Harami also provided a documented proposal for \$9,500 per year and GovOS offered a verbal proposal for \$17,500 for the services listed. After some discussion, City Manager Long recommended that Council consider Granicus, as it seemed the most cost efficient for the City's needs. It was moved by Councilmember Cronan, seconded by Mayor Pro-Tem St. Louis, to approve hiring Granicus for a one-year term.

With suggestion from City Attorney Palmer, Councilmember Williford requested permission to abstain from voting on this item due to the fact he operates a vacation rental within the City. It was moved by Mayor LaLonde, seconded by Councilmember Cronan, to approve Councilmember Williford abstaining from the vote.

Roll Call Vote

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

No: None.

Motion carried unanimously.

At this time, Council returned to the original motion to approve hiring Granicus for a one-year term as the STR administration company.

Roll Call Vote

Yes: Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmember Cronan and Mayor LaLonde.

No: None.

Abstain: Councilmember Williford.

Motion carried four to zero, with one abstaining.

NEW BUSINESS

A. GOLF & COUNTRY CLUB LIQUOR LICENSE APPLICATION

City Manager Long requested Council's consideration to approve the St. Ignace Golf Course applying for a liquor license, stating Moran Township has already approved this action at their January 5th Township meeting.

It was moved by Councilmember Pelter, seconded by Councilmember Williford, to approve the St. Ignace Golf Course applying for a liquor license.

Roll Call Vote

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

No: None.

Motion carried unanimously.

B. SPECIAL EVENT – POND HOCKEY 2022 RESOLUTION

RESOLUTION

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

WHEREAS, the St. Ignace Visitors Bureau, in association with Labatt Blue and the St. Ignace Hockey Association, request permission to conduct the Labatt Blue U.P. Adult Pond Hockey Championship; and

WHEREAS, this event requires the use of Kiwanis Beach, Moran Bay on Lake Huron and public streets; and

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

WHEREAS, this event will be required to follow all COVID Federal, State and Local regulations to qualify for Special Events status; and

WHEREAS, it is understood that there may be fees for certain services if provided by the City; and

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau has agreed to meet the criteria established in the various sections of the Ordinance No. 413, and will provide a copy of the required insurance and event information prior to the event; and

FURTHER BE IT RESOLVED that the City Council does approve Special Events status for the Labatt Blue U.P. Adult Pond Hockey Championship on February 17-20, 2022, and further approves the St. Ignace Visitors Bureau the authority to control vending during the event. The City of St. Ignace does not financially participate in this event; and

FURTHER BE IT RESOLVED that the City does approve usage of Kiwanis Beach, Moran Bay on Lake Huron and the easterly northbound lane of South State Street between Marquette Street on the South and Glashaw Street on the North for this event on:

Friday, February 17, and Saturday, February 18, 2022

Roll Call Vote:

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

No: None.

Absent: Councilmembers Clapperton and Fullerton.

Resolution declared Adopted.

C. SHORT-TERM RENTAL (STR) INSPECTION PROCESS

City Manager Long requested Council adopt an inspection checklist that will be utilized during the STR inspection process by the City's Building Inspector. It was noted by Stephanie Baar, Assistant to the City Manager, that the current \$100 inspection fee will cover the cost of the proposed action. It was moved by Mayor Pro-Tem St. Louis, seconded by Mayor LaLonde, to approve adopting the inspection checklist as part of the STR inspection process.

At this time, Councilmember Williford requested to abstain from voting on this item due to owning a vacation rental within the City. It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve Councilmember Williford abstaining from this vote.

Roll Call Vote

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

No: None.

Motion carried unanimously.

After further discussion regarding the frequency of inspections, Council then decided to return to consideration of the original motion, adopting the inspection checklist.

Roll Call Vote

Yes: Councilmember Cronan, Mayor LaLonde, Councilmember Pelter and Mayor Pro-Tem St. Louis.

No: None.

Abstain: Councilmember Williford.

Motion carried four to zero, with one abstaining.

D. PLANNING COMMISSION ANNUAL REPORT

Betsy Dayrell-Hart, Planning Commission Chairperson, presented their annual report to Council. It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Cronan, to approve the Planning Commission's annual report.

Roll Call Vote

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

No: None.

Motion carried unanimously.

E. PUBLIC HEARING – PROPOSED ZONING CHANGES

Betsy Dayrell-Hart reviewed the proposed changes to be discussed at the Zoning Board's Public Hearing on Tuesday, January 11th at 6:00 p.m. in the Little Bear East Conference Room.

F. MACP PROFESSIONAL DEVELOPMENT CONFERENCE-OVERNIGHT STAY- POLICE CHIEF BROWN

Police Chief Brown requested Council's approval to attend the Michigan Association Chiefs of Police (MACP) Winter Conference in Grand Rapids February 9-11, 2021.

It was moved by Mayor Pro-Tem St. Louis, seconded by Mayor LaLonde, to approve the Police Chief attending the MACP Winter Conference.

Roll Call Vote

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

No: None.

Motion carried unanimously.

ADDITIONS TO THE AGENDA**Mayor LaLonde – DDA Board Appointment:**

Mayor LaLonde informed Council that due to work commitments he will not be able to attend the monthly DDA Board meetings on Friday mornings, therefore, he is appointing Councilmember Cronan as his designee to attend.

It was moved by Councilmember Pelter, seconded by Councilmember Williford, to approve the appointment of Councilmember Cronan as Mayor LaLonde's designee for the DDA Board.

Roll Call Vote

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

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

It was moved by Mayor Pro-Tem St. Louis, seconded by Mayor LaLonde, to approve paying the bills as presented.

Amway Grand Plaza Hotel	Feb. 8-11, 2022 Winter Confernce Stay - T. Brown	\$575.52
Anderson Tackman & Company	Straits Area Fire Authority Audit	\$2,090.00
Arrow Signs	Wtr Truck Door Decals/LBE Sponsor sign/LBE parking sign	\$295.00
BAM Tools	Tire Repair Supplies/Drill, Driver Kit	\$235.57
BC Pizza	Catering	\$69.00
Belonga Plumbing	Plant Pump Parts/Lagoon Parts	\$198.91
C2AE	SRF Funding Application Fees	\$7,000.00
Charles J. Palmer, P.C.	December 2021 Statement	\$3,956.48
Culture Code	Annual Hosting/Maintenance Fee	\$600.00
Election Source	2022 Annual Preventative Maintenance Contract	\$615.00
Ellen's Equipment	Wiring Harness Bobcat	\$238.45
Ferguson Waterworks	Water Line Marking Flags	\$87.41
Grainger	DPW-Rakes/Shovels/Clamps	\$224.54

Hartford Life & Accident Insurance Co	Vol. Fire Insurance 2022	\$633.36
Hawkins	Water Plant Chemicals	\$2,702.08
Keeney Swearer	LBE Park Project MEDC Patronicity Campaign	\$1,000.00
Mackinac Sales	T-45, Meter car, T-42 repairs	\$620.76
MAMC	2022 Membership-A. Insley, S.Cece	\$120.00
Mark Wilk Wiring	Water 2 Rear Lighting and Clips	\$172.00
Mark's Tire	Tires on T-44	\$2,151.14
MI Assoc. of Chief of Police	2022 Winter Conference Feb 9-11, 2022 - T. Brown	\$280.00
MI Assoc. of Chief of Police	Honors & Benefits Class- Feb. 22, 2022 - T. Brown	\$50.00
MI State Firemens Associ	SIFD 2022 Membership	\$75.00
MML	New Officials Training - T. Cronan	\$75.00
MMRMA	2021-2022 Insurance Payment 2	\$54,308.50
National Office Products	December 2021 Statement	\$103.28
NMCOA	Building Inspector 2022 Memebership Half Share	\$50.00
OTIS	2022 Service Contract	\$1,413.84
Paragon Laboratories	Wastewater Plant Testing	\$308.00
Pomasl	SIFD Various Items-2% Funding	\$4,407.06
Power Plan	Loader Right Front Wheel Replacement Ring	\$522.44
R&R Fire Truck Repair Inc	SIFD-2004 Pierce SAV/Rescue Repair	\$3,163.84
Sault Printing Company	City Hall Central Copier/City Manager Office Printer	\$243.70
St. Ignace Auto	December 2021 Statement	\$55.96
State of Michigan EGLE	NPDES Annual Permit Fee 2022	\$5,500.00
Straits Building Center	December 2021 Statement	\$32.69
The St. Ignace News	December 2021 Statement	\$1,180.84
Truck & Trailer Specialties	Water 2 Light	\$202.17
USGA	2022 Golf Membership	\$150.00

Valley Truck Parts

T-37 Rear Axle Replacement

\$1,008.28

TOTAL \$96,715.82

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT

Public comment was received regarding actions by City Manager Long listed on a handout to Council, as well as a copy of the City Manager's contract and its exhibits, and well wishes to those who serve on Council.

CITY MANAGER'S REPORT

City Manager Long informed Council of the status of staff evaluations and concerns regarding the use of the Dock #3 area. Discussion arose regarding the garbage dumpsters being kept by GFL behind a fence near the waterfront and the question of City approval for such activity.

COMMITTEE REPORTS

St. Ignace Area-Emergency Medical Services (SIAEMS)- November minutes were included in Council packets for review. City Manager Long updated Council of the status of the SIAEMS's new building/property project and the funding awarded by the State of Michigan.

COUNCILMEMBER COMMENTS

Councilmembers requested City Attorney Palmer make a statement in regards to information distributed to them in a questionable manner. Councilmembers also requested updates from City Manager Long on prior, unresolved City business, if it is not addressed on the agenda under "Old Business".

There being no further business, the meeting adjourned at 8:25 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer