

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

A Regular Meeting of the St. Ignace City Council was held on Monday, February 7, 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. Mayor Pro-Tem St. Louis gave the invocation.

PRESENT FROM CITY COUNCIL: Councilmembers Clapperton (via Zoom), Fullerton, Mayor LaLonde, Councilmember Pelter and Mayor Pro-Tem St. Louis.

Mayor LaLonde called upon City Attorney Palmer to provide a statement regarding Councilmember Clapperton's attendance via Zoom due to a medical disability. City Attorney Palmer informed Council that with consideration of the Attorney General's opinion released February 4, 2022, and the Americans With Disabilities Act, it was appropriate to allow Councilmember Clapperton to participate, deliberate and vote by virtual attendance. Information supporting the reason of disability and Councilmember Clapperton's request for virtual attendance was provided to City Manager Long.

ABSENT: Councilmembers Cronan and Williford.

Councilmember Cronan's absence was approved at a prior meeting. It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to excuse Councilmember Williford from the meeting due to being out of the country. Motion carried unanimously.

At this time, it was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve Councilmember Clapperton's participation, discussion and voting in the Council meeting via Zoom attendance. Motion carried four to zero, with Councilmember Clapperton abstaining. City Attorney Palmer stated that this motion applies to each meeting for Councilmember Clapperton until the disability no longer exists.

STAFF PRESENT: Darcy Long, City Manager; Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Tony Brown, Police Chief; Bill Fraser, DPW Director; Charles Palmer, City Attorney; Nick Couture, City Assessor.

PUBLIC HEARING – PROPOSED CODE AMENDMENTS, PARKING VIOLATIONS & FINES

It was moved by Councilmember Pelter, seconded by Mayor LaLonde, to open the Public Hearing. Motion carried unanimously.

City Manager Long summarized the list of proposed fines that were made available on the City's website. No comment was received, and there being no discussion, it was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to close the Public Hearing. Motion carried unanimously.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Old Business, Police contract.

LIMITED PUBLIC COMMENT

No public comment was received.

CONSIDERATION OF MINUTES OF THE JANUARY 24, 2022 REGULAR COUNCIL MEETING:

Assistant to the City Manager, Stephanie Baar, noted corrections to Veronica Dobrowolski's position to be listed as CEO/Owner of Arnold Freight Co., and a second correction regarding the utility line locator for the Water/Wastewater Dept, not DPW.

It was moved by Mayor Pro-Tem St. Louis, seconded by Mayor LaLonde, to approve the minutes from January 24, 2022, along with the noted corrections.

Roll Call Vote

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

No: None.

Motion carried unanimously.

OLD BUSINESS

A. PROPOSED CODE AMENDMENTS, PARKING VIOLATIONS & FINES

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the proposed code amendments, parking violations and fines as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

B. PLOW TRUCK PURCHASE

Bill Fraser, DPW Director, requested Council's approval to purchase a 2006 Sterling plow-truck from Midwest Tractor & Equipment Company for \$46,915. The truck is a well-maintained Cat Diesel with 99,000 miles and was previously inspected by the City's DPW mechanic, Derek Packer. Director Fraser informed Council that the City's fleet is in need of an additional truck, and this plow-truck will be a helpful addition.

It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve the purchase of the 2006 Sterling plow-truck for \$46,915.

Roll Call Vote

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

No: None.

Motion carried unanimously.

In addition to the truck purchase, it was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve a budget amendment to the Equipment Fund's Capital Outlay for an additional \$7,000 from Fund Balance, making the budget now \$47,000 in that line item.

Roll Call Vote

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

No: None.
Motion carried unanimously.

C. OTHER EMPLOYEE COVID PREMIUM PAY

City Manager Long stated that the Federal Government has now released the Final Rule regarding the American Rescue Plan Act (ARPA) funds, identifying appropriate expenditures and processes. City Manager Long informed Council that there may be additional employees of the City who are eligible to be considered for Premium Pay. Mayor LaLonde requested this information be brought to the committee level to be discussed and revisited at a future meeting.

ADDITIONS TO THE AGENDA

MAYOR LALONDE – POLICE CHIEF CONTRACT

Mayor LaLonde requested Council's approval for the updated employment contract for Police Chief Brown, stating there were some changes implemented since the last meeting. It was then moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the Police Chief's employment contract with the changes.

Roll Call Vote

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

No: None.
Motion carried unanimously.

NEW BUSINESS

A. ADOPT RULES OF PROCEDURE

City Manager Long reviewed a proposal for updating the Rules of Procedure for City Council meetings with Council. Mayor LaLonde requested the Council's review and plans to re-visit the proposal at a future meeting.

B. SPECIAL EVENT RESOLUTION– JEEP THE MAC 2022

RESOLUTION

The following Resolution was offered for adoption by Councilmember Councilmember Fullerton, supported by Councilmember Clapperton:

WHEREAS, the St. Ignace Visitors Bureau requests permission to conduct 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 overflow 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, and

WHEREAS, this event will be required to follow all COVID Federal, State and Local regulations to qualify for Special Events status; 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 the usage of I-75NB, I-75BL and the St. Ignace Little Bear East Arena parking lot and overflow lot for this event on:

May 06, 2022 through May 08, 2022

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

C. 2022 POVERTY EXEMPTION POLICY & GUIDELINES

City Assessor Nick Couture of Up North Assessing Inc. informed Council that policies and guidelines for the City's poverty exemption process need to be adopted each year. Council will set the annual income limits and asset levels for the Board of Review to follow throughout the year.

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve the 2022 Poverty Exemption Policy & Guidelines as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

D. RESOLUTION – WAIVE PROPERTY TRANSFER AFFIDAVIT (PTA) PENALTY

Resolution to Waive Penalties for Non-Filing of Property Transfer Affidavits under MCL 211.27b

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

WHEREAS, MCL 211.27a(10) requires the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership, on a form prescribed by the state tax commission that states the parties to the transfer, the date of the transfer, the actual consideration for the transfer, and the property's parcel identification number or legal description and

WHEREAS, MCL 211.27b(1) requires that if the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property do not notify the appropriate

assessing office of the transfer, then penalties as described in MCL 211.27b(1)(c) or (d) are levied and

WHEREAS, MCL 211.27b(5) provides that the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under MCL 211.27b(1)(c) or (d).

THEREFORE, BE IT RESOLVED, that the City of St Ignace waives the penalty for failure to file the Property Transfer Affidavit following a transfer of ownership pursuant to the local unit's authority contained in MCL 211.27b.

Roll Call Vote

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

No: Councilmember Pelter.

Absent: Councilmember Cronan and Williford.

Resolution declared Adopted.

E. RESOLUTION – ALLOW ALTERNATE DATE FOR JULY/DEC BOARD OF REVIEW

RESOLUTION

The following Resolution was offered for adoption by Councilmember Fullerton, supported by Mayor LaLonde:

WHEREAS, Section 53b of the General Property Tax Act, MCL 211.53b, requires a Board of Review that meets in July to meet on Tuesday following the third Monday in July, and a Board of Review that meets in December to meet on the Tuesday following the second Monday in December; and

WHEREAS, assessors who work for multiple jurisdictions are not always able to attend the Board of Review meeting for each city when they meet on the same day; and

WHEREAS, Public Act 122 of 2008, effective May 9, 2008, allows an alternate July Board of Review meeting date during the week of the third Monday in July; and an alternate December Board of Review meeting date during the week of the second Monday of December; and

WHEREAS, it will benefit the residents of the City of St Ignace to have the assessor available to assist the Board of Review and taxpayers in processing qualified errors and property exemptions.

THEREFORE, BE IT RESOLVED, that the City of St Ignace authorizes an alternate day may be selected during the week of the third Monday of July and an alternate day may be selected during the week of the second Monday of December for the purpose of conducting Board of Review (MCL 211.53b).

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

F. RESOLUTION – ALLOW WRITTEN REQUEST FOR PRINCIPAL RESIDENCE EXEMPTION (PRE)

RESOLUTION

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

WHEREAS, Under PA206 of 1893, the governing body of a local tax collecting unit may allow, by resolution, a qualified property owner to file a written request with the July or December Board of Review to claim a Principal Residence Exemption as determined by the date an affidavit claiming the exemption was filed under subsection 2 (MCL 211.7cc);

THEREFORE, BE IT HEREBY RESOLVED that pursuant to PA206 of 1893, The City of St Ignace authorizes a qualified property owner to file a written request with the July or December Board of Review to claim a Principal Residence Exemption as determined by the date an affidavit claiming the exemption was filed under subsection 2 (MCL 211.7cc).

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

G. EASEMENT REQUEST RESOLUTION – CLOVERLAND

Council was presented with a Right-Of-Way Easement from Cloverland Electric Cooperative.

RESOLUTION

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

WHEREAS, it is in the best interest of the City of St. Ignace to grant an easement, on property known as TAX#052-220-040-00, to Cloverland Electric Cooperative, Inc. for the purpose of providing electric service to 50 Central Hill Street.

RESOLVED that the City of St. Ignace has approved the grant of this easement.

RESOLVED that the City of St. Ignace has authorized Darcy Long, City Manager, to carry out the grant of this easement.

WHEREAS said easement was executed by Darcy Long and approved by the St. Ignace City Council, on Monday, February 7, 2022.

Roll Call Vote

Yes: Councilmember Fullerton, Mayor Lalonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Clapperton.

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

H. EASEMENT REQUEST RESOLUTION – DOUD

Council was presented with a Grant of Easement submitted by Mr. Doud's attorney, John J. Evashevski.

RESOLUTION

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

WHEREAS, it is in the best interest of the City of St. Ignace to grant an easement, on property known as TAX#052-700-066-10, to David M. Doud for the purpose of authorizing certain encroachments onto said property.

RESOLVED that the City of St. Ignace has approved the grant of this easement.

RESOLVED that the City of St. Ignace has authorized Darcy Long, City Manager, to carry out the grant of this easement.

WHEREAS said easement was executed by Darcy Long and approved by the St. Ignace City Council, on Monday, February 7, 2022.

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

I. POLICE TRAINING/OVERNIGHT STAY

Police Chief Brown requested Council's approval for Officer Brothers to attend Interdiction Training in Jackson, Michigan, with an overnight stay. Chief Brown stated the training and travel expenses are in the budget.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve the Officer's overnight training.

Roll Call Vote

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

No: None.

Motion carried unanimously.

J. H.O.M.E. BOARD APPOINTMENT

Mayor LaLonde requested Council's approval to appoint Councilmember Cronan to the H.O.M.E. Board as a City Council representative.

It was moved by Councilmember Pelter, supported by Councilmember Fullerton, to approve the appointment of Tom Cronan to the H.O.M.E. Board.

Roll Call Vote

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

No: None.

Motion carried unanimously.

K. FINANCIALS

Councilmember Pelter inquired how the ARPA Fund 285 will be presented in the financials. City Clerk/Treasurer Insley explained the funds allocated for appropriate expenditures will be recorded in the monthly financials and the funds not yet allocated will be recorded on the balance sheet as an "unearned revenue", per Federal regulations. Council then reviewed the December 2021 financials.

CONSIDERATION OF BILLS

Police Chief Brown informed Council that the invoice payment to George's Body Shop is being disputed due to additional damage caused to the Police vehicle's wiring while in repair and charges received beyond the quote. Chief Brown requested to hold payment until the matter is resolved.

Councilmember Pelter inquired about the payment to Helen Thibault for her assistance to the City Clerk/Treasurer with tax reporting and the Michigan State Police token fee utilized by the City Police Department.

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve paying the bills, with the exclusion of the George's Body Shop payment.

ACE HARDWARE	1,352.78
B C PIZZA	109.25
BAM TOOLS	427.59
BELONGA'S PLUMBING AND HEATING	313.18
BROWN MOTORS INC.	94.20
BS & A SOFTWARE	885.00
C2AE	1,654.90
CHARLES J. PALMER, P.C.	4,559.08

CIVICPLUS, LLC	2,000.00
ENTERPRISE VENDING, INC	21.00
ETNA SUPPLY COMPANY	612.00
GEORGE'S BODY SHOP, INC	3,952.76
GRAINGER INC	209.85
HD SUPPLY FACILITIES MAINTENANCE LT	934.86
HELEN THIBAUT	360.00
HYDRITE CHEMICAL CO	11,106.81
INTERSTATE BATTERIES	21.90
KSS ENTERPRISES	162.71
LYNN AUTO PARTS	1,881.71
MACKINAC STRAITS SHOOTERS ASSOCIATI	75.00
MARK WILK	550.00
MC VEIGH'S TRUCK SPRINGS	852.56
MICHAEL RICHARD LAMB	400.00
MICHIGAN STATE POLICE	33.00
NATIONAL OFFICE PRODUCTS	184.32
NSI LAB SOLUTIONS	572.00
OK INDUSTRIAL SUPPLY	205.13
PARAGON LABORATORIES, INC	223.40
POMASL FIRE EQUIPMENT	383.58
ROBERT BROOKE AND ASSOCIATES	35.24
SAFETY-KLEEN SYSTEMS INC	158.00
SAULT PRINTING COMPANY	153.73
SKINNER'S GARAGE INC	82.75
ST IGNACE AUTOMOTIVE	306.15
STATE INDUSTRIAL PRODUCTS	444.00
STICKER MULE	190.50
SUMMIT FIRE PROTECTION	81.75
TROY LEVEILLE	450.00
VALLEY TRUCK PARTS	4,701.84
WESLEY H MAURER JR	898.17
ZOOM VIDEO COMMUNICATIONS, INC.	149.90
Grand Total:	\$ 41,790.60

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT

Public comment received regarding a property issue.

CITY MANAGER'S REPORT

City Manager Long informed Council about the MML Legislative conference coming up in March and noted he will send out an email to collect interest from Council to attend.

City Manager Long also updated Council on the status of the Police Union contract negotiations. The status-quo agreement previously approved by Council for 30 days will continue as an open-ended agreement until negotiations have closed and a contract is approved, per recommendation of City Attorney Palmer.

City Manager Long also discussed First Responder Training grant applications for the Police and Fire Departments, the Zoning Board and Planning Commission's upcoming meeting agenda, and the Short-Term rental inspections and status.

Councilmember Pelter inquired about progress of the Police Union negotiations and the City Manager's follow-up to a previous employee issue. City Manager Long responded with the time-line of the negotiations thus far and that he is still in the process of working with City Attorney Palmer on the employee issue.

COMMITTEE REPORTS

City Manager Long updated Council on a meeting held earlier that day regarding the dumpsters stored in the fenced area near Dock #3. The attendees included the Dock #3 Committee, City Manager Long, DPW Director Fraser, Mackinac Island Carriage Tours, Arnold Freight and GFL. An addendum to the existing lease agreement was discussed that would include points from all parties involved and satisfy concerns of past activity.

COUNCILMEMBER COMMENTS

Councilmembers thanked all attendees to the meeting.

There being no further business, the meeting adjourned at 8:30 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer