

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

A Regular Meeting of the St. Ignace City Council was held on Monday, February 1, 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 led by City Manager Long. 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; Lauren Yoder, Marina Director.

**LIMITED PUBLIC COMMENT**

Public comment was received regarding the 3-minute time limit for making comments and a resident concern. Also announced was the Planning Commission's annual meeting with DDA, Zoning Board of Appeals and Council scheduled for Tuesday, February 9, 2021, at 7:00 p.m.

**CONSIDERATION OF MINUTES OF THE JANUARY 19, 2021 REGULAR COUNCIL MEETING**

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to approve the minutes from January 19, 2021.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**CONSIDERATION OF BILLS**

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$11,826.72.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

George's Body Shop	DPW-Door Hinge/Temp Control	\$65.00
George's Body Shop	SIPD-Towing Recovery	\$250.00
Blue Water Management Solutions	Water Education Sessions	\$660.00

Ferguson Waterworks	Meter Wire	\$190.94
Arrow Signs	No Camping Signs	\$35.00
BS&A Software	Annual Service/Support	\$857.00
Rudyard Electrical Service	Water Plant Smoke Alarm	\$90.00
Paragon Laboratories	Water Plant Testing	\$217.00
Belonga Plumbing	Marina Parts	\$10.20
Culture Code	NAGPRA Hosting & Maintenance Annual	\$400.00
RS Scott Assoc	Pump Out Grant Engineering	\$2,700.00
All Star Graphics	DPW WATER Uniforms	\$102.45
Ted Festerling	DPW Dump Truck Blades	\$2,402.70
International Institute of Municipal Clerks	2021 Membership - A. Insley, S. Cece	\$290.00
Zoom	Council Meetings 1-Year Subscription	\$108.80
Astrea/Lighthouse	SIPD - IT Support	\$170.00
Charter Spectrum	Internet - New Fire Hall	\$98.93
Graham Motors	New Pump Coast Guard Station	\$2,308.40
NCL	Incubator Thermometer	\$160.77
NetExpress/AVD	February 2020 City Wide Telephone Statement	\$694.53
Michigan Municipal Treasurer's Assoc	Online Treasurer Zoom Class - A. Insley	\$15.00
		<b>Total    \$11,826.72</b>

#### **OLD BUSINESS**

No old business was discussed.

#### **NEW BUSINESS**

##### **A. ENBRIDGE VEHICLE DONATION:**

Emma Cook from Enbridge announced to Council that Enbridge is donating a used Chevy Traverse to the City Police Department as part of their Safe Community Grant Program.

##### **B. RESOLUTION TO EXTEND POVERTY EXEMPTIONS 2021, 2022 & 2023:**

#### **RESOLUTION FOR EXTENSION OF HARDSHIP EXEMPTIONS**

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

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the Saint Ignace City Council; and

**WHEREAS**, the principal residence of persons, who the City Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

**WHEREAS**, pursuant to PA 390 of 1994, the City of Saint Ignace, Mackinac County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the City Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the **2021** federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

**Federal Poverty Guidelines Used in the Determination of Poverty**

<b>Size of Family Unit</b>	<b>Poverty Guideline</b>
1	\$12,880
2	\$17,420
3	\$21,960
4	\$26,500
5	\$31,040
6	\$35,580
7	\$40,120
8	\$44,660
<b>For each additional person</b>	<b>\$4,540</b>

**WHEREAS**, pursuant to PA 253 of 2020, if a person claiming an exemption qualified under the eligibility requirements, the board of review shall grant the exemption in whole or in part, as follows:

(a) A full exemption equal to a 100% reduction in taxable value for the tax year in which the exemption is granted.

(b) A partial exemption equal to 1 of the following:

(i) A 50% or 25% reduction in taxable value for the tax year in which the exemption is granted.

(ii) As approved by the state tax commission, any other percentage reduction in taxable value for the tax year in which the exemption is granted, applied in a form and manner prescribed by the state tax commission.

**WHEREAS**, the council resolves to permit a principal residence exempt from the collection of taxes under this section in tax year 2019 or 2020, or both, to remain exempt under this section in tax years 2021, 2022, and 2023 without subsequent reapplication for the exemption, provided there has not been a change in ownership or occupancy status of the person eligible for exemption and to permit a principal residence exempt for the first time from the collection of taxes under this section in tax year 2021, 2022, or 2023 to remain exempt under this section for up to 3 additional years after its initial year of exempt status without subsequent reapplication for the exemption, provided there has not been a change in ownership or occupancy status of the person eligible for exemption and if the person who establishes initial eligibility receives a fixed income solely from public assistance that is not subject to

significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.

**WHEREAS**, both of the following apply to a person who obtains an extended exemption:

(a) The person shall file with the local assessing unit, in a form and manner prescribed by the state tax commission, an affidavit rescinding the exemption as extended under this subsection within 45 days after either of the following, if applicable:

(i) The person ceases to own or occupy the principal residence for which the exemption was extended.

(ii) The person experiences a change in household assets or income that defeats eligibility for the exemption.

(b) If the person fails to file a rescission as required and the property is later determined to be ineligible for the exemption, the person is subject to repayment of any additional taxes with interest.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the City Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting, extending or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

**Roll Call Vote:**

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

No: None.

Resolution declared Adopted.

**PUBLIC COMMENT**

Public comment was received regarding intended use of the donated vehicle by the Police Department as an unmarked car used for administrative purposes, training or for use by the Zoning Administrator.

**CITY MANAGER'S REPORT**

City Manager's report was not presented.

**COMMITTEE REPORTS**

Mayor Litzner informed Council that minutes for the following Committee meetings were not included in the packet and would be emailed at a later date. Mayor Litzner gave the following summaries of the meetings:

Golf Committee – The Golf Committee met January 26<sup>th</sup> and discussed hiring a new manager and implementing operational changes.

Dock 3 Committee/Favorite Dock Development – The Favorite Dock Development Committee met on January 26<sup>th</sup> and the Dock 3 Committee met on January 29<sup>th</sup> to discuss the final stages of the MDOT process for Arnold Freight's requested construction.

## **COUNCILMEMBER COMMENTS**

Mayor Litzner thanked Enbridge for the donation of their vehicle and commended Assessor Mulka for his work on the Extended Poverty Resolution information.

There being no further business, the meeting adjourned at 7:18 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

