

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

A Regular Meeting of the St. Ignace City Council was held on Monday, January 23, 2023 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 Gustafson led the invocation.

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

ABSENT: None.

STAFF PRESENT: Bill Fraser, DPW Director; Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Charles Palmer, City Attorney; Allen Mitchell, Interim-Police Chief; Scott Marshall, DDA Director.

ADDITIONS TO THE AGENDA

Councilmember Pelter – Old business, pay request from Anthony Brown.

PUBLIC COMMENT – AGENDA ITEMS *(2-min limit)*

Public comment was received regarding support for the Treasurer's Support Agreement.

CONSIDERATION OF MINUTES OF THE JANUARY 9, 2023, REGULAR COUNCIL MEETING & JANUARY 11, 2023, SPECIAL COUNCIL MEETING:

It was moved by Councilmember Gustafson, seconded by Councilmember Cronan, to approve both the minutes of the January 9, 2023 Regular Council meeting and the minutes of the January 11, Special Council meeting as presented. Motion carried unanimously.

OLD BUSINESS

A. MACKINAC COUNTY FIRE TRUCK FUNDING REQUEST

Assistant Baar presented a letter to Council that will serve as a request to Mackinac County for assistance with funding the new Sutphen fire truck. The letter will include signatures from each entity in the current Fire Agreement, as well as specifications of the truck being purchased. It was moved by Councilmember Cronan, seconded by Councilmember Williford, to approve the letter of request to Mackinac County.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

ADDITION TO THE AGENDA

Councilmember Pelter – Pay Request from Anthony Brown

Councilmember Pelter inquired about unpaid invoices regarding Mr. Brown's attorney fees. Mayor LaLonde requested City Attorney Palmer to follow up with Mr. Brown regarding the invoices.

NEW BUSINESS

A. RESOLUTION 23-04 DOCK 3 UTILITY EASEMENT

A RESOLUTION TO APPROVE A UTILITY EASEMENT TO CLOVERLAND ELECTRIC

The following Resolution was offered for adoption by Councilmember Fullerton, supported 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# 052-680-009-00 & 052-002-001-15, to Cloverland Electric Cooperative, Inc. for the purpose of electric service to 403 Ferry Lane Dock 3; now therefore

BE IT RESOLVED: that the City of St. Ignace does approve the granting of this easement; now further

BE IT RESOLVED: that the City of St. Ignace has authorized Bill Fraser, Director of Public Works, to carry out the granting of this easement; now therefore

BE IT RESOLVED: said easement was approved by the St. Ignace City Council on January 23, 2023, and was executed by Bill Fraser on January 24, 2023.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

B. RESOLUTION 23-05 BOARDWALK INN UTILITY EASEMENT

A RESOLUTION TO APPROVE A UTILITY EASEMENT TO CLOVERLAND ELECTRIC COOPERATIVE

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

WHEREAS: It is in the best interest of the City of St. Ignace to grant an easement, on property known as TAX# 052-017-001-50, to Cloverland Electric Cooperative, Inc. for the purpose of electric service to property owned by Ganesha Studios, LLC; now therefore

BE IT RESOLVED: that the City of St. Ignace does approve the granting of this easement; now further

BE IT RESOLVED: that the City of St. Ignace has authorized Bill Fraser, Director of Public Works, to carry out the granting of this easement; now therefore

BE IT RESOLVED: said easement was approved by the St. Ignace City Council on January 23, 2023, and was executed by Bill Fraser on January 24, 2023.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

C. WASTEWATER PLANT UV UNITS PURCHASE

DPW Director Fraser informed Council that the Wastewater Treatment Plant is in need of rebuilding 25 UV units. The units for the current system are provided by Trojan Technologies for an estimated \$48,600 with labor included. The expense will be considered under the City's RR&I reserve funds.

After some discussion, it was moved by Councilmember Gustafson, seconded by Councilmember Williford, to approve the purchase to rebuild the units with Trojan Technologies.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

D. TREASURER'S OFFICE SUPPORT AGREEMENT

City Clerk/Treasurer Insley requested Council's approval to allow former City Clerk/Treasurer, Renee Vonderwerth, to assist with the City's Chart of Account conversion. An agreement was presented to pay Ms. Vonderwerth a rate of \$20 per hour for up to 100 hours of work through July 1, 2023.

It was moved by Councilmember Cronan, seconded by Mayor Pro-Tem St. Louis, to approve the support agreement as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

E. POLICE CHIEF APPOINTMENT

Mayor LaLonde requested Council's consideration in appointing a Police Chief from the three final candidates: Allen Mitchell, Joseph FitzGerald and Kevin James.

After brief discussion, it was moved by Councilmember Cronan, seconded by Councilmember Williford, to approve appointing Kevin James as the next Chief of Police.

Roll Call Vote

Yes: Councilmembers Williford, Cronan, Gustafson and Pelter.

No: Councilmembers Fullerton, Mayor LaLonde and Mayor Pro-Tem St. Louis.

Motion carried four to three.

F. CITY MANAGER RECRUITMENT

Assistant Baar reviewed with Council an updated job description, as well as a draft advertisement for the position of City Manager. It was the consensus of Council to post the ad in local area newspapers and online with the Michigan Municipal League (MML), the International City/County Management Association (ICMA) and Indeed.

It was moved by Councilmember Cronan, seconded by Councilmember Pelter, to approve posting the updated advertisement, accepting applications for the position of City Manager through February 23rd, and scheduling a Special Council meeting for Monday, February 27th to review all applications received.

Roll Call Vote

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

No: None.

Motion carried unanimously.

G. FINANCIALS

Assistant Baar provided Council with Revenue-Expense reports that included the Amended 2022 Budget, End Balance 2022 and the Amended Budget for 2023. After some review and discussion, it was moved by Councilmember Gustafson, seconded by Councilmember Cronan, to approve the December 2022 financial reports.

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.

CONSIDERATION OF BILLS

City Clerk/Treasurer Insley noted that there was a miscalculation in the list of bills presented in the Council packets. The amount originally reported was \$57,994.61. The updated total amount is \$55,414.99.

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve paying the bills in the correct amount of \$55,414.99.

A-1 Outdoor Services	Fertilize Parks	\$349.00
Airgas	DPW-Rental Gases	\$173.95
Amazon	Dec 2022/Jan 2023 Statements	\$4,418.08
Andy's Feed Station	DPW-D. Packer Dryshed Boots	\$179.99

Arnold's Refrigeration	LBE Repairs	\$4,033.51
Arrow Signs	CHALL-Basement Rental Office Parking Signs	\$97.48
BC Pizza	LBE-Programs	\$159.00
Belonga Plumbing & Heating	LBE Parts	\$130.35
Brother	WRT Plant Printer	\$249.99
BS&A Software	Assessing Software Annual	\$955.00
City St Ignace	WTAX-Gyftakis House, Wtax-Cemetery	\$933.30
Craig Kammers	Boardwalk Pavers	\$682.00
Dixon Engineering Inc.	Water Tank Inspection	\$15,750.00
Election Source	Elections Annual Maintenance Contract	\$615.00
ETNA		\$3,366.00
Ferguson Waterworks	Water Line Parts	\$154.42
GFL	Dumpsters-Boardwalk,Gyftakis House	\$4,705.40
Gordon Food Service	LBE - Concession	\$499.31
Kimball Midwest	DPW Supplies	\$417.43
Mackinac Plumbing	LBE Parts	\$191.40
Mackinac Straits Shooters Association	SIPD Annual Pass	\$75.00
Michigan State Firemen's Assoc	Book sets	\$232.11
Microbiologics	WTR Plant Supplies	\$263.28
Moran Township	Wtax-Water	\$113.02
NAPA Auto Parts	December 2022 Statement	\$1,184.34
NCL	WWTR Supplies	\$732.32
NSI Lab Solutions	WWTR Plant Supplies	\$603.00
Perani's Hockey World	LBE - Skates	\$3,160.20

Quickserve On-site/Advantage Fleet	T-43 Wester Star Repair	\$802.50
Sault Evening News	Boardwalk Contractor Ad	\$52.35
Sault Printing Co.	CHALL Copier/Fax; CMGR Printer	\$270.38
Spartan Nash	December 2022 Statement	\$563.58
St Ignace True Value Hardware	December 2022 Statement	\$875.46
Straits Building Center	December 2022 Statement	\$7,650.47
Team Life	SIPD Defibrillator Pads	\$317.00
UP North Flags & Poles	CHALL-Flags	\$100.72
West MI Baseball Franchising	LBE-Dippin Dots	\$258.24
Zoom	Year Subscription Renewal	\$100.41
		\$55,414.99

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.

PUBLIC COMMENT - NON-AGENDA ITEMS (3 min limit)

Public comment was received regarding the City financials, the bus station contract, inappropriate plowing of snow into residential streets, Police certifications and the City residential GFL trash contract.

CITY MANAGER'S REPORT

Assistant Baar updated Council on upcoming committee meetings, the Zoning map update project and the Fire Agreement renewal.

COMMITTEE REPORTS

Finance Committee – Council was given the minutes from January 19th Finance Committee meeting for review.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

ENTER CLOSED SESSION: COUNCIL MAY ENTER CLOSED SESSION TO CONSULT WITH ITS ATTORNEY REGARDING PENDING LITIGATION PER MCL 15.268(e).

It was moved by Councilmember Gustafson, seconded by Councilmember Pelter, to enter into Closed Session at 8:47 p.m. per MCL 15.268(e). Motion carried unanimously.

Council returned to the open meeting at 9:24 p.m.

There being no further business, the meeting adjourned at 9:25 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer