

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

A Regular Meeting of the St. Ignace City Council was held on Monday, December 4, 2023, in City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available. Mayor LaLonde called the meeting to order at 7:00 p.m., and the Pledge of Allegiance followed. Mayor Pro-Tem Gustafson led the invocation.

PRESENT FROM CITY COUNCIL: Councilmember Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard and Williford.

ABSENT: None.

STAFF PRESENT: Scott Marshall, City Manager; Andrea Insley, City Clerk/Treasurer; Charles Palmer, City Attorney; Kevin James, Police Chief; Cathy Lamb, Recreation Facility Manager; Bill Fraser, DPW Director.

ADDITIONS TO THE AGENDA

No additions were requested.

PUBLIC COMMENT *(3-min limit)*

No public comment was received.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 20, 2023, REGULAR COUNCIL MEETING & NOVEMBER 20 & 27, 2023, SPECIAL COUNCIL MEETINGS:

Councilmember Pelter noted a correction to her motion regarding the DDA Board appointment, where she voted 'No'.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Williford, to approve the minutes of the November 20th Regular Council meeting with the correction to the DDA Board appointment vote to "Motion carried four to one (Pelter)." Motion carried unanimously.

City Clerk/Treasurer Insley noted a correction to the Staff Present at the November 20th Special Council meeting, removing City Attorney Palmer and adding Ryan Sigmon, DDA Director.

It was then moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Eyre, to approve the minutes of the November 20th and 27th Special Council meetings with the noted corrections in the November 20th Special Council meeting. Motion carried unanimously.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

A. ST. IGNACE COAST GUARD COMMANDER INTRODUCTION-JEREMY SWEARER

Council welcomed the new St. Ignace Coast Guard Commander, Jeremy Swearer, for a four-year term of service. Mr. Swearer is replacing former Commander Brett Hearey.

B. POLICE DEPARTMENT SERVER PURCHASE REQUEST

City Manager Marshall informed Council that Police Chief James has requested to utilize some of the department's unused budget to replace the computer system server in the Police Department. Chief James provided a proposal for equipment and service from National Office Products for \$13,900. Councilmember Pelter requested that there be two more bids provided, at least for the equipment, to comply with the City's Procurement Policy.

It was moved by Councilmember Litzner, seconded by Councilmember Williford, to approve postponing the consideration for the purchase request until two more quotes can be researched and presented.

Motion carried unanimously.

C. INTRODUCE ORDINANCE #655 APPROPRIATIONS BILL 2024 & SCHEDULE A PUBLIC HEARING

City Manager Marshall reviewed the draft Ordinance #655 Appropriations Bill 2024 and the proposed budget for 2024 with Council. There will be some expected changes to the document with negotiations still ongoing.

It was moved by Councilmember Pelter, seconded by Councilmember Shepard, to approve the introduction of Ordinance #655 and to schedule the Public Hearing for Monday, December 18th at 7:00 p.m.

Roll Call Vote:

Yes: Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard, Williford and Eyre.

No: None.

Motion carried unanimously.

D. RESOLUTION 23-35 ARPA REQUEST – DPW LOADER PURCHASE

A RESOLUTION TO DIRECT ADMINISTRATION TO UTILIZE AMERICAN RESCUE PLAN ACT FUNDING FOR NEW LOADER PURCHASE

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

WHEREAS: the Federal Government passed the American Rescue Plan Act that appropriates \$350 billion dollars towards the Coronavirus State and Local Fiscal Recovery Funds (SLFRF); and

WHEREAS: one of the purposes of the SLFRF funds is to fund government services despite revenue losses, including "maintenance of existing equipment and facilities"; and

WHEREAS: the US Treasury Final Rule for the SLFRF provides a standard allowance of \$10 million that can be deemed revenue loss; and

WHEREAS: by electing the standard allowance, the City may use up to the full amount of its \$244,121.09 award for providing government services, with streamlined reporting requirements; and

WHEREAS: the City understands the importance of the City services to our community and the need to replace aging equipment; and

WHEREAS: the City has entered into a purchase agreement for a new JD Loader for the Department of Public Works; and

BE IT RESOLVED: That the St. Ignace City Council does hereby approve the use of \$30,000.00 of ARPA Funds towards the down payment on the approved JD Loader.

Roll Call Vote:

Yes: Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard, Williford, Eyre and Mayor Pro-Tem Gustafson.

No: None.

Absent: None.

Resolution declared Adopted.

E. RESOLUTION 23-36 ARPA REQUEST – LBE HEATING & COOLING SYSTEM IMPROVEMENTS

A RESOLUTION TO DIRECT ADMINISTRATION TO UTILIZE AMERICAN RESCUE PLAN ACT FUNDING FOR THE LITTLE BEAR EAST HEATING & COOLING SYSTEM

The following Resolution was offered for adoption by Councilmember Litzner, supported by Councilmember Shepard:

WHEREAS: the Federal Government passed the American Rescue Plan Act that appropriates \$350 billion dollars towards the Coronavirus State and Local Fiscal Recovery Funds (SLFRF); and

WHEREAS: one of the purposes of the SLFRF funds is to fund government services despite revenue losses, including “maintenance of existing equipment and facilities”; and

WHEREAS: the US Treasury Final Rule for the SLFRF provides a standard allowance of \$10 million that can be deemed revenue loss; and

WHEREAS: by electing the standard allowance, the City may use up to the full amount of its \$244,121.09 award for providing government services, with streamlined reporting requirements; and

WHEREAS: the City understands the importance of recreation and hospitality services to our community; and

WHEREAS: the Little Bear East facility has a deteriorating heating and cooling system preventing dependable operational use and creating safety concerns; and

BE IT RESOLVED: the St. Ignace City Council does hereby approve the use of \$24,750 of ARPA Funds towards the repair and improvement of the Little Bear East heating and cooling system.

Roll Call Vote:

Yes: Councilmembers Litzner, Pelter, Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson and Mayor LaLonde.

No: None.

Absent: None.

Resolution declared Adopted.

F. RESOLUTION 23-37 COUNCIL MEETING DATES 2024

A RESOLUTION ESTABLISHING THE REGULAR 2024 CITY COUNCIL MEETING SCHEDULE

The following Resolution was offered for adoption by Mayor Pro-Tem Gustafson, supported by Councilmember Williford:

WHEREAS: Per the City of St. Ignace Charter, the City Council shall provide by Resolution for the time and place of its regular meetings; and

WHEREAS: In accordance with the City of St. Ignace Charter, the following are the dates, times, and places of the regular meetings:

January 8, 2024 @ 7:00 p.m. @ City Hall Council Chambers
January 22, 2024 @ 7:00 p.m. @ City Hall Council Chambers
February 5, 2024 @ 7:00 p.m. @ City Hall Council Chambers
February 19, 2024 @ 7:00 p.m. @ City Hall Council Chambers- *this is Presidents' Day*
March 4, 2024 @ 7:00 p.m. @ City Hall Council Chambers
March 18, 2024 @ 7:00 p.m. @ City Hall Council Chambers
April 8, 2024 @ 7:00 p.m. @ City Hall Council Chambers
April 22, 2024 @ 7:00 p.m. @ City Hall Council Chambers
May 6, 2024 @ 7:00 p.m. @ City Hall Council Chambers
May 20, 2024 @ 7:00 p.m. @ City Hall Council Chambers
June 3, 2024 @ 7:00 p.m. @ City Hall Council Chambers
June 17, 2024 @ 7:00 p.m. @ City Hall Council Chambers
July 1, 2024 @ 7:00 p.m. @ City Hall Council Chambers
July 15, 2024 @ 7:00 p.m. @ City Hall Council Chambers
August 5, 2024 @ 7:00 p.m. @ City Hall Council Chambers
August 19, 2024 @ 7:00 p.m. @ City Hall Council Chambers
September 3, 2024, TUESDAY @ 7:00 p.m. @ City Hall Council Chambers
September 16, 2024 @ 7:00 p.m. @ City Hall Council Chambers
October 7, 2024 @ 7:00 p.m. @ City Hall Council Chambers
October 21, 2024 @ 7:00 p.m. @ City Hall Council Chambers
November 4, 2024 @ 7:00 p.m. @ City Hall Council Chambers
November 18, 2024 @ 7:00 p.m. @ City Hall Council Chambers
December 2, 2024 @ 7:00 p.m. @ City Hall Council Chambers
December 16, 2024 @ 7:00 p.m. @ City Hall Council Chambers;
now therefore

BE IT RESOLVED: That the St. Ignace City Council approves the herein-stated regular meeting dates, times, and places.

Roll Call Vote:

Yes: Councilmembers Pelter, Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde and Councilmember Litzner.

No: None.

Absent: None.

Resolution declared Adopted.

G. WASTEWATER PLANT EQUIPMENT REPAIR REQUEST

DPW Director Fraser informed Council that an emergency repair is needed for the Gardner Denver blowers that operate in the lagoons of the Wastewater Plant. Two of three blowers are currently not operating and are a required system. A quote with three options was presented from Jett Pump & Valve, LLC with the Option A: Pick-up, Rebuild, & Re-install by the company recommended by Director Fraser. The vendor is a sole-source provider, and the payment will be recorded from the RR&I account.

After some discussion, it was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Litzner, to approve Option A with Jett Pump & Valve, LLC for \$29,396.15 from the RR&I account.

Roll Call Vote:

Yes: Councilmembers Williford, Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter and Shepard.

No: None.

Motion carried unanimously.

H. CLOVERLAND EASEMENT REQUEST – GRAHAM AVENUE SERVICE ADDITION

Mayor LaLonde requested Council's approval to abstain from voting on this easement due to conflict of interest. It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Gustafson, to approve Mayor LaLonde abstaining from this vote due to conflict of interest. Motion carried six to zero.

RESOLUTION 23-38 CLOVERLAND EASEMENT

The following resolution was offered for adoption by Councilmember Pelter, supported by Mayor Pro-Tem Gustafson:

WHEREAS it is in the best interest of the City of St. Ignace to grant an easement on the properties known as tax parcel 052-620-065-00 and 052-620-070-00 to Cloverland Electric Cooperative, Inc. for the purpose of providing electric service to the adjacent property owner Jesse McKeachie at 149 Graham Avenue; and

WHEREAS the St. Ignace City Council has approved the grant of this easement; and

WHEREAS the City of St. Ignace has authorized Cloverland Electric Cooperative, Inc. to carry out the grant of this easement; therefore

BE IT RESOLVED that the said easement was executed by the St. Ignace City Council, on Monday, December 4, 2023.

Roll Call Vote:

Yes: Councilmembers Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson, Councilmembers Litzner and Pelter.

No: None.

Absent: None.

Abstain: Mayor LaLonde.

Resolution declared Adopted.

CONSIDERATION OF BILLS

| | | |
|----------------------------------|--|-------------|
| Andy's Feed Station | Boots - Uniform | \$179.75 |
| Arrow Signs | Delineators/New Council Plaques | \$560.00 |
| BC Pizza | LBE Concession | \$142.50 |
| Belonga Plumbing and Heating | Council Rm Furnace Repair/Marina Drain/Parts | \$1,418.80 |
| Blair's Power Wash | LBE Generator Bldg Roof Repair | \$900.00 |
| Brian Olsen | Reimbursement Bldg Inspector Shared Expense | \$136.00 |
| Compass Minerals | Road Salt Inventory | \$24,468.02 |
| ETNA | WTR/WWTR Line/Plant Supplies | \$765.98 |
| Flotation Docking Systems Inc. | Marina Fenders and Supplies | \$293.52 |
| Graham Motor & Generator Service | WWTR Lagoons Plant Part | \$390.00 |
| Greg Peterson | Reimbursement Sewer Repair | \$398.50 |
| Home City Ice | Marina Yearly Ice Box Rental 2023 | \$225.00 |
| Impact Rescue LLC | SIFD-Service for Jaws, Spreaders and Pump | \$1,300.00 |
| Mark & Sons Plumbing & Heating | Winterize LBE Ball Fields | \$250.00 |

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|---------------------------------------|---|--------------------------|
| Meyer Ace Hardware | November 2023 Statement | \$807.67 |
| National Office Products | November 2023 Statement | \$1,092.82 |
| North Central Laboratories | WWTR Plant Supplies | \$680.91 |
| North Country Garage Doors LLC | DPW Garage Door Adjustment | \$140.00 |
| Oscar W. Larson Co. | Marina Quarterly B Report/Seasonal Shutdown | \$809.18 |
| Paragon Laboratories | Water Plant Testing | \$550.00 |
| Pollardwater | Marking Flags | \$311.35 |
| Pro-Tech Sales | SIPD-Supplies | \$2,360.00 |
| Quickserve On-Site/Advantage Fleet | T-39 and Loader Repairs | \$3,918.82 |
| Quill | Office Supplies | \$130.25 |
| R & R Fire Truck Repair | SIFD-Rescue 1/Engine 4 Undercoating | \$1,206.75 |
| Reina Recycling and Resource Recovery | LBE Electronic Recycling | \$300.00 |
| Spartan Distributors | Golf Mower Repair and Supplies | \$3,396.54 |
| Spartan Nash | November 2023 Statement | \$148.20 |
| Straits Building Center | November 2023 Statement | \$2,524.76 |
| The St. Ignace News | November 2023 Statement | \$556.30 |
| | | <hr/> \$50,361.62 |

Council inquired about the reimbursement payment to Building Inspector, Brian Olsen, for a shared membership expense to ICC with Moran Township, and the Quickserve On-Site Invoice for the DPW loader.

It was moved by Councilmember Litzner, seconded by Councilmember Eyre, to approve paying the bills in the amount of \$50,361.62.

Roll Call Vote

Yes: Councilmember Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard and Williford.

No: None.

Motion carried unanimously.

PUBLIC COMMENT *(3 min limit)*

No public comment was received.

MANAGEMENT REPORT

City Manager Marshall provided a written report to Council, as well as discussed the following:

- Fiber internet infrastructure expansion meeting with EUP Connect Collaborative and Integration as a Service on December 11th at 2:00 p.m. in City Hall.
- Training at LBE today for CPR and AED. More emergency training to come.
- Fire Department purchase request for a used SUV from Mackinac County Sherriff Department, approval for next meeting.
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COMMITTEE REPORTS

No committee reports were discussed.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

CLOSED SESSION PER MCL 15.268(c), *For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement.*

At this time, Mayor LaLonde stated that Council will be entering into Closed Session, per MCL 15.268(c) to discuss collective bargaining regarding the AFSCME and FOP Union negotiations. Mayor LaLonde also stated no decisions will be made after Council enters back into the open meeting.

It was moved by Councilmember Litzner, seconded by Councilmember Eyre, to enter into Closed Session at 8:10 p.m.

Roll Call Vote:

Yes: Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Litzner, Pelter, Shepard, Williford and Eyre.

No: None.

Motion carried unanimously.

Council returned from Closed Session at 9:09 p.m.

There being no further business, the meeting adjourned at 9:10 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer