

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

A Regular Meeting of the St. Ignace City Council was held on Monday, December 5, 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 Gustafson led the invocation.

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

ABSENT: Councilmember Pelter. It was moved by Councilmember Cronan, seconded by Councilmember Fullerton, to excuse Councilmember Pelter from the meeting 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; Charles Palmer, City Attorney; Allen Mitchell, Interim-Police Chief; Nick Montie, Fire Chief; Scott Marshall, DDA Director.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Committee appointments.

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

No public comment was received regarding agenda items.

CLOSED SESSION PER MCL 15.268(a) SECT 8(a):

At this time, Mayor LaLonde announced that per MCL 15.268(a) Sect 8(a) it has been requested by City Manager Long that Council enter into Closed Session to consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of the City Manager.

It was moved by Councilmember Cronan, seconded by Councilmember Williford, to enter into Closed Session at 7:02 p.m., per MCL 15.268(a) Sect 8(a) requested by City Manager Long, with Assistant Baar to take the minutes.

Council recessed from the Closed Session at 7:37 p.m. to continue with the open meeting.

CONSIDERATION OF MINUTES OF THE NOVEMBER 21, 2022 REGULAR COUNCIL MEETING:

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Gustafson, to approve the minutes of the November 21, 2022 Regular Council meeting as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

OLD BUSINESS

A. FIRE TRUCK PURCHASE

City Manager Long requested Council's approval to move forward with the purchase of the Sutphen fire truck at the bid of \$684,580. A spreadsheet was presented to Council with a proposed 2023 deposit amount of \$225,000 that was made up of local contributions received and reserved funds from the Fire Fund 206. City Manager Long also informed Council of plans to request additional contributions from local entities and the neighboring townships who are currently participating in the Fire Agreement with the City. It was noted that if requested contributions were not achieved, the City would have to plan for financing the remaining amount of the fire truck, which is estimated to be delivered in 27 – 29 months.

After further discussion, it was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve purchasing the Sutphen fire truck for \$684,580 under the terms presented by the company as of September 22, 2022, with a deposit of \$225,000. Mayor LaLonde noted that financing will be decided at a later date once completion of the truck is confirmed.

Roll Call Vote

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

No: None.

Motion carried unanimously.

NEW BUSINESS

A. INTRODUCE ORDINANCE 654 APPROPRIATIONS BILL 2023 & SCHEDULE PUBLIC HEARING

It was moved by Councilmember Williford, seconded by Councilmember Cronan, to approve introducing Ordinance 654 Appropriations Bill 2023 and to schedule a public hearing at the next Regular City Council meeting Monday, December 19, 2022 at 7:00 p.m.

Roll Call Vote

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

No: None.

Absent: Councilmember Pelter.

Motion carried unanimously.

THE CITY OF ST. IGNACE ORDAINS:

SECTION I: The Budget of the City of St. Ignace for the fiscal year beginning January 1, 2023, and ending December 31, 2023, as reviewed and amended by the City Council, is hereby adopted; and the following amounts are hereby appropriated for the purposes stated herein;

GENERAL FUND (G/F or 101 Fund)

GENERAL GOV'T

City Council	\$ 24,695
City Manager Office	\$ 164,235
Professional Services (Audit)	\$ 32,650
Administration (Pension)	\$ 12,900

City Clerk's Office	\$	306,350
Central Supplies	\$	3,500
Board of Review	\$	1,860
City Assessor	\$	36,900
Elections	\$	8,620
City Hall & Grounds	\$	31,100
City Attorney	\$	40,300

Total General Government:	\$	663,200
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PUBLIC SAFETY

Police Department	\$	582,026
Safety/Health/Education	\$	450
Fire Department	\$	127,785

Total Public Safety:	\$	710,261
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PUBLIC WORKS DIVISION

Public Works Department	\$	141,350
Sidewalks	\$	505
Street Lighting	\$	38,000

Total Public Works:	\$	179,855
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OTHER DIVISION

Planning Commission	\$	3,000
Zoning Board of Review	\$	480
Community Development	\$	74,450
Park Maintenance	\$	103,875
Boat Launch	\$	4,225
Fringe Benefits	\$	76,129
Insurance and Bonds	\$	16,300
Transfers to Other Funds	\$	91,984

Total Other Division:	\$	371,443
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TOTAL G/F APPROPRIATIONS:	\$	1,924,759
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NON G/F APPROPRIATIONS

Special Revenue Funds (200 Series)

Major Streets & Trunkline	202	\$	778,767
Local Streets	203	\$	422,800
Fire Authority	206	\$	100,000
Cemetery	209	\$	15,625
DDA General Appropriations	248	\$	235,770
Zoning/Building Inspector	249	\$	29,050
Library Appropriations	271	\$	192,850
Dock #3 Improvements	273	\$	31,297
American Rescue Plan Act (ARPA)	285		-

Debt Service Funds (300 Series)		
Marina Debt	306	\$ 84,265
Fire Hall	369	\$ 126,545
City Hall/DPW Improvements	370	\$ 54,982
Capital Funds (400 Series)		
Fire Truck	472	\$ 225,000
DDA Capital Projects	494	\$ -
Boardwalk Improvements	499	\$ 9,840
Proprietary Funds (500 Series)		
Community Center Operations	509	\$ 339,990
DDA Museum Appropriations	570	\$ 145,771
Museum Store	571	\$ 136,750
Golf Course	584	\$ 173,948
Wastewater	590	\$ 1,241,698
Water	591	\$ 1,292,759
Marina	594	\$ 457,091
Garbage Collection	596	\$ 129,200
Internal Funds (600 Series)		
Equipment	641	\$ 301,060
Office Equipment Pool	664	\$ 30,950
Pension & Other Employee Benefits		
Other Employee Benefits Trust	729	\$ 48,000
TOTAL OTHER FUNDS:		\$ 6,604,008

SECTION II: The amount necessary to be raised ad valorem taxation on all taxable property by the City of St. Ignace is to be \$1,765,882.30 or 18.932 mills based on \$93,275,000 Taxable Value (based on a 1.025 CPI factor) which is hereby authorized to be levied in accordance with provisions of the City Charter and Act 5 of 1982. Of this amount, approximately \$1,540,763 of the levy shall be credited to the General Fund and through capture, \$138,915 credited to the DDA Fund, subject to the final captured Taxable Value of the DDA. The amount of \$93,275 credited for Community Center Operations (not to include DDA portion of one mill) and same amount (\$93,275) credited to the Library. The Major and Local Streets will receive \$122,816.

SECTION III: The Ordinance shall take effect on January 1, 2023.

Andrea Insley, City Clerk/Treasurer

INTRODUCED: 12/05/2022

ADOPTED:

PUBLISHED:

EFFECTIVE: 1/01/2023

B. RESOLUTION 22-38 NON-UNION PAY 2023

Mayor LaLonde informed Council that the information included in the proposed Resolution 22-38 Non-Union Pay 2023 was being introduced for Council's review and will be presented as a complete resolution at a future meeting for Council's consideration.

<u>Employee:</u>	Current Wage:	2023 Wage:
City Manager, Darcy D. Long	\$75,000	\$80,000
Assistant to the City Mgr., Stephanie Baar	\$41,000	\$43,000
Clerk/Treasurer, Andrea Insley	\$48,967.04	\$51,415.39
Marina Director, Joe Stearns	\$35,000	\$40,000
Golf Course Manager, Kurt Ney	\$33,500	\$36,500
Recreation Director, Margaret Mieske	\$40,000	\$40,000
Events/Program Coordinator, Hannah Tropiano	\$36,000	\$38,000
DPW Director, William Fraser	\$60,508.07	63,533.47
Police Chief	\$60,000	\$60,000
Fire Chief, Nicholas Montie	\$18,800	\$19,750
Assistant Fire Chief, Matt Bowlby	\$3,075.48	\$3,229.23

It was moved by Mayor LaLonde, seconded by Mayor Pro-Tem St. Louis, to approve introducing the information included in the proposed Resolution 22-38 Non-Union Pay 2023 to Council.

Roll Call Vote

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

No: None.

Motion carried unanimously.

C. FAVORITE DOCK BOARDWALK IMPROVEMENT

DDA Director Marshall informed Council that Arnold Freight Company has proposed to perform the removal of the rotting boardwalk that runs across the Favorite parking lot for \$6,200. The DDA will then replace this section of boardwalk with cement next summer. DDA Director Marshall recommended that Council approve accepting the proposal, with no other bids, due to the fact that Arnold Freight is the property owner and allows the easement for the boardwalk.

After some discussion, it was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve Arnold Freight Company's bid of \$6,200 to remove the old boardwalk on the Favorite parking lot, without seeking other bids, per the City's Purchasing Policy (Sect IX) and City Charter Sect. 12.1.

Roll Call Vote

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

No: None.

Motion carried unanimously.

D. OPEB ACTUARIAL VALUATION SERVICES 2022-23

City Clerk/Treasurer Insley requested Council's approval for the renewal of a two-year service agreement with Jefferson Solutions, Inc. for required actuarial valuation reporting in 2022 and 2023. Jefferson Solutions, Inc. remained the lowest bid at \$4,150 when compared to Watkins Ross for \$5,300 and Gabriel, Roder & Smith for \$5,375.

It was moved by Councilmember Gustafson, seconded by Councilmember Cronan, to approve the renewal of the two-year service agreement with Jefferson Solutions, Inc. for OPEB actuarial valuation services.

Roll Call Vote

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

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Gustafson, to approve paying the bills in the amount of \$49,861.14.

BAM TOOLS	613.00
BELONGA EXCAVATING, LLC	2,280.00
BPMC INC	1,204.68
GREGORY ROWAN & KIMBERLY ROWAN	1,325.00
HD SUPPLY FACILITIES MAINTENANCE LT	167.77
JAMES WEST	40,813.49
KSS ENTERPRISES	177.65
MARGARET MIESKE	201.83
MARK & SONS PLUMBING & HEATING LLC	150.00
MEYER ACE HARDWARE	603.44
MICHAEL RICHARD LAMB	20.00
MICHIGAN MUNICIPAL LEAGUE	53.76
NATIONAL OFFICE PRODUCTS	885.43
R & R FIRE TRUCK REPAIR	255.98
SAULT PRINTING COMPANY	83.62
STATE OF MICHIGAN	66.14
TELE-RAD INC	434.35
WOLVERINE POWER SYSTEMS	525.00

Grand Total: \$49,861.14

Roll Call Vote

Yes: Councilmember Gustafson, Mayor LaLonde, 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 an update from Jenny Hoffman with EUP Connect. Councilmember Williford volunteered to be the local point of contact as efforts to measure the need for broadband internet in the area continue with EUP Connect.

CITY MANAGER'S REPORT

City Manager Long presented his report to Council discussing the budget for 2023, increased rate of inflation, planned road improvements for next year and the upcoming road millage renewal for 2024.

COMMITTEE REPORTS

Finance Committee – minutes of the Finance Committee meeting Monday, December 5th at 9:30 a.m. were provided to Council.

Streets Committee – Council discussed the minutes of the Street Committee meeting from Wednesday, November 30th at 10:00 a.m.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Committee Appointments

Mayor LaLonde requested Council's approval to appoint Councilmember Gustafson to the Finance Committee and the Negotiations Committee.

It was moved by Councilmember Cronan, seconded by Mayor Pro-Tem St. Louis, to approve appointing Councilmember Gustafson to both the Finance and Negotiations Committees.

Roll Call Vote

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

No: None.

Motion carried unanimously.

COUNCILMEMBER COMMENTS

No Councilmember comments were offered.

At this time, it was moved by Councilmember Cronan, seconded by Councilmember Williford, to resume with the recessed Closed Session at 8:35 p.m. Motion carried unanimously.
(Councilmember Gustafson to record the minutes)

Council returned from Closed Session at 9:21 p.m.

There being no further business, the meeting adjourned at 9:22 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer