

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

A Regular Meeting of the St. Ignace City Council was held on Monday, February 5, 2024, 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; Kevin James, Police Chief; Cathy Lamb, Recreation Facility Manager; Charles Palmer, City Attorney.

**ADDITIONS TO THE AGENDA**

No additions to the agenda were received.

**PUBLIC COMMENT** *(3-min limit)*

No public comment was received.

**CONSIDERATION OF THE MINUTES OF THE JANUARY 22, 2024 COUNCIL MEETING:**

Councilmember Eyre requested a correction to the minutes indicating that she had changed her vote to vote against disbanding the Building Authority under agenda item C.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Litzner, to approve the minutes of the January 22, 2024 Regular Council meeting with the correction to the vote for Councilmember Eyre for agenda item C.

Motion carried unanimously.

**BUSINESS**

**A. 930 N STATE STREET UPDATE**

City Manager Marshall informed Council that the vacant property at 930 N State Street, accepted by the City as a reverted property from Mackinac County, is available to sell with an estimated value of \$22,000 for 2024, per the City Assessor. City Manager Marshall suggested a Finance Committee meeting to discuss the selling price and the consideration of attaching a development agreement to the sale.

It was moved by Councilmember Pelter, seconded by Councilmember Williford, to approve scheduling the review of the sale process of this property at the next Finance Committee meeting on Thursday, February 22<sup>nd</sup>.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**B. MACKINAC COUNTY HOUSING UPDATE**

Mackinac County Commissioners, Jodi Kaiser and Judy St. Louis-Scott, updated Council on the status of the County's purchase of a 24-acre piece of property off of South Airport Road. The Purchase Agreement has been signed and the County has identified that this parcel qualifies for a Brownfield status. At this time, Mackinac County is in the early stages of planning and development of this parcel but intends to accomplish efficient housing opportunities.

### **C. POND HOCKEY 2024 UPDATE**

City Manager Marshall informed Council that the St. Ignace Visitors Bureau (SIVB) is proposing to host the event at Little Bear East with a 3-on-3 tournament in the arena on two or three cross-ice rinks. Outdoor tents will be set up for concessions and shuttles will be running to transport players. The SIVB will facilitate the event as previously approved in Resolution 24-01, but due to weather, the location has changed. It was the consensus of Council to support the SIVB's efforts to preserve this event despite the weather challenges.

### **D. AMENDMENT TO RESOLUTION 24-03 NON-UNION PAY CORRECTION**

City Manager Marshall noted an amendment is needed for Resolution 24-03 for two corrections due to miscalculation errors. The approved salary for Golf Manager Kurt Ney should have been listed as \$38,420 and the salary for Bill Fraser should have been listed as \$66,653. It was moved by Councilmember Pelter, seconded by Councilmember Eyre, to approve amending Resolution 24-03 as presented.

#### **Roll Call Vote:**

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

No: None.

Motion carried unanimously.

### **E. CITY MANAGER - MSU ZONING ADMINISTRATOR CERTIFICATE PROGRAM**

City Manager Marshall requested Council's approval to attend training over-night in Mt. Pleasant for the MSU Zoning Administrator Certificate Program on February 8<sup>th</sup> and 9<sup>th</sup>. It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Eyre, to approve the City Manager attending the Zoning Administrator training in Mt. Pleasant.

#### **Roll Call Vote**

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

No: None.

Motion carried unanimously.

### **CONSIDERATION OF THE BILLS**

Amazon Business	January 2024 Statement	\$238.64
Arrow Signs	LBE Signs	\$210.00
Automated Comfort Controls	LBE Heat Circulation Issues	\$187.50

Aventric Technologies	AED Sign/Pads	\$232.00	
BAM Tools	Milwaukee 2 pc Battery	\$199.99	
BC Pizza	LBE Concession	\$144.00	
Belonga Excavating, LLC	WWTR Rental	\$160.00	
Belonga Plumbing and Heating	City Garage Heater Repair	\$1,436.95	
Blue Water Management Solutions	WTR Course Fraser, Laysell, Orriss, Hollister	\$660.00	
Charles Gimpel	Midget Showdown Ref	\$680.00	
Clifton Duvall	Midget Showdown Ref	\$630.00	
ETNA Supply	RRI/WTR Line Parts	\$13,429.28	
George's Body Shop Inc.	2010 Ford F350 Repair	\$413.17	
Gordon Food Service	LBE Concession	\$619.50	
Graham Motor/Standard Electric Co	Generator Part/Repair	\$425.00	
Hampton Inn-Mt Pleasant	City Manager Training	\$198.45	***
Harris Computers	Current Year Tax Forms	\$233.08	
Interstate Battery	Battery/Credit	\$7.00	
Johnson Controls	LBE Conference Room/Arena Heating System Repair	\$1,987.20	
Kimball Midwest	LBE Supplies	\$244.04	
KSS	LBE Supplies	\$470.73	
Mackinac Island Ferry Company	Rental Gas	\$34.28	
Mark Wilk	CPR & First Aid Certification	\$25.00	
Meyer Ace Hardware	January 2024 Statement	\$930.69	
MI Township Association	Board of Review Training (5 members)	\$990.00	*
MMRMA	Vehicle Addition Policy Increase	\$484.00	

NAPA Auto Parts	January 2024 Statement	\$2,802.15	
National Office Products	January 2024 Statement	\$2,396.19	**
National Safety Compliance	2024 Michigan Labor Law Posters	\$151.00	
NSI	Waste Water Plant Supplies	\$633.00	
Paragon Laboratories	WWTP Testing	\$223.40	
Quill	Office Supplies/DDA/WWTR/CHALL	\$585.66	
Scott Marshall	Reimbursement	\$219.89	
Spartan Nash	January 2024 Statement	\$243.57	
Straits Area Building Center	January 2024 Statement	\$428.24	
Taylor Auto Supply, LLC	DPW Supplies	\$19.95	
The St. Ignace News	January 2024 Statement	\$138.00	
USA Bluebook	Floride Pump	\$1,103.42	
		<hr/>	
		<b>\$34,214.97</b>	

Mayor LaLonde inquired about the invoice for BAM Tools, and City Clerk/Treasurer Insley noted three updates in the amounts on the invoices for National Office (credit), Michigan Township Association (addition) and the Hampton Inn -Mt. Pleasant (partial cancellation). It was moved by Councilmember Pelter, seconded by Councilmember Litzner, to approve paying the bills in the amount of \$34,214.97.

#### **Roll Call Vote**

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

No: None.

Motion carried unanimously.

#### **PUBLIC COMMENT** *(3 min limit)*

City Clerk/Treasurer made an announcement for the Presidential Primary Election on Tuesday, February 27<sup>th</sup>, noting the new Early Voting (EV) center available in the Mackinac County Annex building for registered voters of Mackinac County. Early voting will begin Saturday, February 17<sup>th</sup> through Sunday, February 25<sup>th</sup>.

Public comment was also received regarding the Mackinac County's housing development plans and public comment on Zoom.

*(Zoom video conference was interrupted and ended due to technical difficulties).*

At this time, Council briefly discussed the use of Zoom video conference.

## **MANAGEMENT REPORT**

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

- Announced upcoming committee meetings scheduled:
  - Event Review Committee meeting with the SIVB at 10:00 a.m. February 7<sup>th</sup>;
  - Planning Commission meeting February 13<sup>th</sup> at 7:00 p.m.;
  - Street Committee meeting at 1:30 p.m. on February 14<sup>th</sup>;
  - Negotiations Committee meeting with AFSCME February 21<sup>st</sup> at 12:00 p.m.;
  - Finance Committee meeting February 22<sup>nd</sup> at 1:00 p.m.
- Training with Ray Anderson from MML on February 6<sup>th</sup> for staff and Council.

## **COMMITTEE REPORTS**

Dock 3 Committee – meeting held Friday, February 2<sup>nd</sup>, with a proposed lease structure discussed. A follow-up meeting will be scheduled to discuss fees once MDOT has responded to the City's request for approval to lease.

## **COUNCILMEMBER COMMENTS**

Councilmember comments were received.

There being no further business, the meeting adjourned at 7:51 p.m.

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**William LaLonde, Mayor**

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**Andrea Insley, City Clerk/Treasurer**