

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

A Regular Meeting of the St. Ignace City Council was held on Monday, March 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. Councilmember Clapperton gave the invocation.

PRESENT/ZOOM FROM CITY: Councilmembers Clapperton (City Hall), Fullerton (City Hall), Mayor Litzner (City Hall), Councilmembers Pelter (St. Ignace), St. Louis (St. Ignace) and Tremble (City Hall).

ABSENT: Mayor Pro-Tem Paquin.

STAFF PRESENT/ZOOM: Darcy Long, City Manager; Kyle Mulka, City Assessor; Charles Palmer, City Attorney; Andrea Insley, City Clerk/Treasurer; Tony Brown, Police Chief; Bill Fraser, DPW Director.

LIMITED PUBLIC COMMENT – None.

CONSIDERATION OF MINUTES OF THE FEBRUARY 15, 2021 REGULAR COUNCIL MEETING

It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve the minutes from February 15, 2021.

Roll Call Vote:

Yes: Councilmember Fullerton, Mayor Litzner, Councilmembers Pelter, St. Louis, Tremble and Clapperton.

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

It was moved by Councilmember St. Louis, seconded by Councilmember Tremble, to approve payment of the bills in the amount of \$23,319.24.

Roll Call Vote:

Yes: Mayor Litzner, Councilmembers Pelter, St. Louis, Tremble, Clapperton and Fullerton.

No: None.

Motion carried unanimously.

Amazon	Camera Cables/Ports/RouterT-41 Parts/Calc Ribbons/Filter	\$721.78
Andy's Feed Station	Work Boots - S. Livingston	\$129.95
Arrow Signs	Fire Hall Signage	\$779.00
Belonga Plumbing and Heating	Water Plant Parts/DPW Garage Parts	\$33.84
Civics Plus	Website Upgrade - Half payment	\$4,600.00
Gary Sorenson	SIFD-Reimbursement (Parts, fittings, office supplies)	\$168.98

Grainger	SIFD Shelves and Pully	\$91.57
Harris Computers	Payroll Year-End Forms	\$167.15
Hawkins	Water Plant Soda Ash, Fluoride, Chlorine	\$2,862.38
Kimball Midwest	DPW Stock Parts	\$134.92
Mackinac County Treasurer	Assessment Notices Prep - 767 Pieces	\$53.69
Mackinac Plumbing & Heating Co.	City Hall Urinal Repair/DPW Garage Parts	\$481.58
MGFOA-MI Government Finance Officers Assoc.	2021 Membership- S. Cece	\$125.00
My-Lor, Inc.	ID Tags	\$97.65
NetExpress	March 2021 Statement	\$682.15
OK Industrial Supply	DPW Gloves Hi-Viz	\$166.56
Oscar W. Larson	Marina Quarterly UST "B" Inspection	\$201.25
Paragon Laboratories	Water Plant Testing	\$269.00
RS Technical	Water Plant Gas Line Replacement	\$7,651.10
Rudyard Electric	Wire Pump at Water Plant/Repair Light Fixtures	\$1,286.00
Safety-Kleen	Washer Solvent	\$158.00
Truck & Trailer	T-42 Plow Parts. T-43 Work light, Plow Truck Repair	\$1,657.69
Total		\$22,519.24

OLD BUSINESS – None.

NEW BUSINESS

A. CREDIT CARD POLICY:

Mayor Litzner informed Council that both the Policy Committee and Finance/Utility Committee discussed the City Manager's proposed Credit Card Policy and recommended it be implemented into the City's policies and procedures.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve the Credit Card Policy.

Roll Call Vote:

Yes: Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton and Mayor Litzner.

No: None.

Motion carried unanimously.

Councilmember Pelter – City Debit Card and Debit Card Policy:

It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve removing the City's debit card from use and rescinding the Debit Card Policy once the credit cards are established for City use.

Roll Call Vote:

Yes: Councilmembers St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner and Councilmember Pelter.

No: None.

Motion carried unanimously.

B. LUKE PAQUIN – MAYOR PRO-TEM RESIGNATION:

Mayor Litzner read aloud the letter of resignation from Mayor Pro-Tem Paquin, received on February 23, 2021, effective immediately.

It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to accept Mayor Pro-Tem Paquin's resignation effective February 23, 2021.

Roll Call Vote:

Yes: Councilmembers Tremble, Clapperton, Fullerton, Mayor Litzner, Councilmember Pelter and Fullerton.

No: None.

Motion carried unanimously.

C. CITY COUNCIL SEAT VACANCY:

Mayor Litzner proposed to Council that letters of interest for the vacant Council seat will be accepted by the City Manager and/or Council through March 11th, and nominations shall be made and voted upon at the March 15th Regular Council meeting.

It was moved by Mayor Litzner, seconded by Councilmember Fullerton, to approve accepting letters of interest for the Council seat through March 11th and voting on nominees at the March 15th Regular Council meeting.

Roll Call Vote:

Yes: Councilmembers Clapperton, Fullerton, Mayor Litzner, Councilmembers Pelter, St. Louis and Tremble.

No: None.

Motion carried unanimously.

D. RESOLUTION ROCK & RUN 2021:

RESOLUTION

The following Resolution was offered for adoption by Councilmember St. Louis, supported by Councilmember Tremble:

WHEREAS, the Mackinac Straits Health Foundation requests permission to conduct the Rock and Run, 10K and 5-K Run/Walk; and

WHEREAS, this event requires the usage of Lemotte, Murray, Ojibwa Trail, Marquette, North State, South State, Huron, Paro, Church and Bertrand Streets; and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

WHEREAS, it is understood that there may be fees for certain services provided by the City;
and

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the Mackinac Straits Health Foundation does meet the criteria established in the various sections of the Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of Lemotte, Murray, Ojibwa Trail, Marquette, North State, South State, Huron, Paro, Church and Bertrand Streets for this event on:

Saturday, May 22, 2021 @ 8:30a.m.

Roll Call Vote:

Yes: Councilmember Fullerton, Mayor Litzner, Councilmembers Pelter, St. Louis, Tremble and Councilmember Clapperton.

No: None.

Absent: Mayor Pro-Tem Paquin.

Resolution declared Adopted.

PUBLIC COMMENT

Public comment was received regarding receiving letters of interest for the Council seat and commending Luke Paquin for his service on Council.

CITY MANAGER'S REPORT

DPW Director Fraser gave an update on the status of the Marina docks and bubblers, and City Manager Long offered Council an update on the City's website project with CivicPlus.

COMMITTEE REPORTS

No comments or questions were received on the Committee meetings that were held in the prior week.

COUNCILMEMBER COMMENTS

Councilmembers commended Luke Paquin for his service with City Council and various committees and also thanked DPW Director Fraser and the DPW staff for their work at the Marina maintaining the docks and ice situation.

There being no further business, the meeting adjourned at 7:25 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

