

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

A Regular Meeting of the St. Ignace City Council was held on Monday, March 15, 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 (City Hall) and Tremble (City Hall).

ABSENT: None.

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; Helen Thibault, Executive Secretary/Deputy Treasurer.

LIMITED PUBLIC COMMENT

Public comment was received regarding duties of Council and social comment.

CONSIDERATION OF MINUTES OF THE MARCH 1, 2021 REGULAR COUNCIL MEETING

A correction in the bills listed was noted showing Civic Plus was paid \$4,600 and the correct total for the bills paid was \$22,519.24.

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to approve the minutes from March 1, 2021, with the correction to the bills paid.

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 Clapperton, to approve payment of the bills in the amount of \$50,158.30.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

Ace Hardware	February 2021 Statement	\$753.17
Airgas USA, LLC	Cylinder Rental	\$144.34
Anderson, Tackman & Company PLC	2020 Audit Progressive Billing	\$510.00
Arrow Signs	Recreation Dept Sign/Sorry I Missed you Sign LBE	\$128.00
Belonga Plumbing & Heating	SIPD City Hall Thermosat Repair	\$68.00

Charles J. Palmer, PC	February 2021 Statement	\$3,067.60
Crane Engineering	Coast Guard Lift Station/SI Twp Lift Station	\$490.00
ETNA	Water Meters	\$1,681.25
Galls	SIPD	\$15.84
Gary Sorenson	Reimbursement SIPD - Office Supplies/Vise	\$117.61
Gear Grid	SIFD Lockers New Fire Hall	\$496.00
Grand Traverse Diesel	DPW Valve	\$41.29
Great Lakes Air Inc.	SIFD Training Travel	\$35.00
HotShots Drain Cleaning LLC	Line Inspection-E. Truckey Street	\$1,560.00
Kimball Midwest	DPW Shop Supplies City Hall Cleaning Supplies/Paper Products/Trash Bags	\$128.17
KSS		\$221.89
Lynn Auto Parts	February 2021 Statement	\$2,581.92
Mackinac Island Ferry Company	Rental Gas	\$112.63
Mackinac Sales	SIPD 2014 Taurus Repair	\$272.24
Mark's Tire	T-43 Two Front Tires	\$1,425.66
Matt Bowlby	Printer/Clock	\$327.82
MI ASSOC of Chiefs of Police	SIPD-T Brown Annual Dues	\$115.00
MI Municipal Treasurer's Assoc	A. Insley March Treasurer-To- Treasurer Online	\$15.00
Michigan State Police	SIPD Token Fee	\$33.00
National Office Products	February 2021 Statement	\$9,535.18
NCL	Water/Sewer Supplies	\$2,811.35
Northern Lights Family Outfitters	Outdoor Gear DPW	\$1,368.00
Pitney Bowes	Postage Machine Lease	\$470.22
Pomasl Fire Equipment	SIFD Hose Washer	\$14,078.91
Postmaster	Annual Permit Fee 2021	\$245.00
Pro-Tech Security Sales	SIPD-B. Brothers Uniform	\$1,270.00
Quill	Envelopes/Paper	\$405.80
Rudyard Electric	Coast Guard Lift Station Wire Junction Boxes	\$649.00

Safety-Kleen Systems Inc	DPW Washer Solvent	\$158.00
Spartan Nash	February 2021 Statement	\$19.74
St Ignace Auto	T-35 Switch/Relay	\$31.06
St. Ignace True Value	February 2021 Statement	\$2,433.16
Straits Building Center	February 2021 Statement	\$650.77
Ted Festerling LLC	T-39 Swing Cylinder	\$416.29
The Hartford	SIFD 2021 Renewal	\$633.36
The St. Ignace News	Minutes/Public Hearing/ Help Wanted Marina-Golf/BOR	\$551.03
Valley Truck Parts	DPW Steel Wheel	\$90.00

Total \$50,158.30

OLD BUSINESS

C2AE UPDATE ON WATER & WASTEWATER PROJECT APPLICATIONS:

Kelly Heidbrier from C2AE updated Council on the City's application for Michigan's Drinking Water State Revolving Fund (DWSRF) program and two other USDA project applications for Water and Wastewater improvements. The eligibility process is close to completion and, with the City being declared as a "Disadvantaged Community" by the USDA, additional funding may be available.

PROCLAMATION FOR HELEN THIBAULT:

PROCLAMATION

Whereas, *Helen Thibault has been an employee of the City of St. Ignace from 2004 to 2021; and*

Whereas, *in her 17 years of employment she held the positions of Deputy Treasurer and Executive Secretary within the City Administration, and Facility Host and Interim-Recreation Director at the Little Bear East Community Center; and*

Whereas, *Helen has worked alongside several different City Managers, supported many Department Administrators and has been the backbone of the organization and operations in City Hall, working many long days and always unselfish of her time; and*

Whereas, *Helen was instrumental in facilitating three different Federal Consultation Grants from the Native American Graves Protection and Repatriation Act of 1990 (NAGPRA) to manage the City's Native American collections with Fort de Buade, Marquette Mission Site and the Museum of Ojibwa Culture, while also acting as the City's representative during consultations with visiting Tribes; and*

Whereas, Helen was a member of the Michigan Municipal Treasurer's Association from 2013 to 2021, working with the Mackinac County Treasurer's office, multiple City Assessors and Treasurers, performing the majority of the tasks to administer the City's tax bills each season; and

Therefore, be it resolved that the St. Ignace City Council, together with the City employees, honor Helen Thibault on this 15th day of March, 2021, recognizing her for her loyalty and dedication to St. Ignace. Her smile, style and sense of humor will be greatly missed.

NEW BUSINESS

A. AGREEMENT BETWEEN CITY OF ST. IGNACE AND MICHILIMACKINAC HISTORICAL SOCIETY (MHS):

Executive Secretary Helen Thibault informed Council that the NAGPRA Grant will be able to fund necessary upgrades to the PastPerfect and Culture Code software programs used to catalogue the City's Native American collections for 2021, at a total cost of \$996. A letter of agreement was presented to Council between the City and the MHS to each pay \$548, which calculates as half of the \$400 for Culture Code and \$698 for PastPerfect, beginning in 2022 and annually thereafter. It was moved by Councilmember St. Louis, seconded by Councilmember Clapperton, to approve the agreement with MHS as stated in the agreement letter.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

B. PROJECT PROPOSAL FROM THE CHAMBER OF COMMERCE:

Nikki St. Andrew, with the Chamber of Commerce, requested Council's approval to display picture boards in the Kiwanis Beach Park and the American Legion Park as part of a Scavenger Hunt event planned during the upcoming summer season.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve the picture boards to be displayed in each of the City's downtown parks.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

C. RESOLUTION ARTS DOCKSIDE:

RESOLUTION

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

WHEREAS, the St. Ignace Business Association and Arts Dockside Committee request permission to sponsor and hold the "Arts Dockside", and

WHEREAS, the event requires the use of public streets and property in the Dock No. 2 area, and

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

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", as amended, requires certain criteria be met by the St. Ignace Business Association in compliance with the "Special Events" requirements of the City, and

WHEREAS, the St. Ignace Business Association has provided the City Council with all of the information required by Ordinance No. 413.

THEREFORE, BE IT RESOLVED that the City Council has determined that the St. Ignace Business Association has met the criteria established in the various sections of Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the St. Ignace Business Association to be a Special Events Organization and approves the use of the Dock No. 2 area and the easterly northbound lane of South State Street between McCann Street on the South and Truckey Street on the North for this event on:

Saturday, September 4, and Sunday, September 5, 2020

Roll Call Vote:

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

No: None.

Absent: None.

Motion carried unanimously.

D. COUNCILMEMBER APPOINTMENT:

Mayor Litzner stated the following people submitted letters of interest for the vacant Council seat: Paul Grondin, Jackson Ingalls, William LaLonde, Matt Mortensen, Fred Paquin and Les Therrian. Mayor Litzner then opened the floor for nominations, at which time Councilmember St. Louis nominated William LaLonde. Once nominations were closed, it was moved by Councilmember St. Louis, seconded by Councilmember Clapperton, to appoint William LaLonde to fill the Council seat.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

E. MAYOR PRO-TEM APPOINTMENT:

It was moved by Mayor Litzner, seconded by Councilmember Fullerton, to appoint Councilmember St. Louis as Mayor Pro-Tem.

Roll Call Vote:

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

No: None.

Abstain: Councilmember St. Louis

Motion carried five to zero, with one abstaining.

F. APPROVAL OF GOLF COURSE MANAGER:

Councilmember Fullerton informed Council that, after holding interviews March 8th and 9th, the Golf Committee would like to recommend hiring Kurt Ney as the new Golf Course Manager.

It was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to approve hiring Kurt Ney as the St. Ignace Golf Course Manager.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

G. FINANCIALS:

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem St. Louis, to approve the financials for February 2021 as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT

Public comment was received regarding the return to in-person meetings, the opening of City Hall to the public, the process to get on the Council's agenda, the use of City parks and Public Comment being used as a question-and-answer period.

Also, City Clerk/Treasurer Insley announced the 2021 upcoming election dates for City residents.

CITY MANAGER'S REPORT

City Manager Long informed Council he plans to present budget amendments during the Regular Council meeting April 5, 2020.

COMMITTEE REPORTS

Mayor Litzner announced a scheduled Work Session Monday, March 29, at 6 p.m. for a presentation from the Planning Commission regarding the Short Term Ordinance draft.

COUNCILMEMBER COMMENTS

Councilmembers each took the opportunity to thank Helen Thibault for her time with the City. They also welcomed Willie LaLonde to Council and congratulated Robert St. Louis as Mayor Pro-Tem.

There being no further business, the meeting adjourned at 7:35 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

