

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 17, 2023, 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, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

ABSENT: None.

STAFF PRESENT: Andrea Insley, City Clerk-Treasurer; Charles Palmer, City Attorney; Scott Marshall, DDA Director.

ADDITIONS TO THE AGENDA

No additions to the agenda were requested.

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

Public comment was received regarding the City Council Bylaws.

CONSIDERATION OF MINUTES OF THE APRIL 3, 2023, REGULAR COUNCIL MEETING:

It was moved by Councilmember Pelter, seconded by Councilmember Gustafson, to approve the minutes of the April 3, 2023, Regular Council meeting as presented.

Motion carried unanimously.

OLD BUSINESS

A. RECREATION FACILITY MANAGER CONTRACT

Mayor LaLonde informed Council that the Negotiations Committee met with Cathy Lamb to discuss the employment contract for the position of Recreation Facility Manager. After two meetings with Ms. Lamb, it was recommended by the Committee to approve the contract as presented with a pro-rated salary set for 2023 at \$47,000 and an increase for 2024 to \$48,500. It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to approve the Recreation Facility Manager contract for Cathy Lamb with the 2023 salary pro-rated at \$47,000 and at \$48,500 for 2024.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

B. CITY COUNCIL BYLAWS ANNUAL REVIEW

Councilmember Gustafson presented a proposal of changes to the City Council Bylaws in Section 3F, Public Comment/Public Hearings. After some discussion, it was the consensus of Council to discuss the following changes to Section 3F at the next Regular Council meeting on Monday, May 1st:

- Title of section will be Public Comment only. Public Hearings will be separate.
- #1 Request each speaker to state their name and address for the record.
- #2 Allow any public comment for a three-minute period in the beginning of the meeting and at the end.

NEW BUSINESS

A. RESOLUTION FOR STREET DECERTIFICATION 23-19

RESOLUTION

The following resolution was offered for adoption by Councilmember Gustafson, supported by Councilmember Cronan:

WHEREAS, the City of St. Ignace does wish to decertify/vacate a portion of Spruce Street, and

WHEREAS, this decertification/vacation of Spruce Street commences at the intersection of Hombach Street and Spruce Street (Point of Beginning) thence west along the center line of Spruce Street 400 ft. (Point of End).

FURTHER, BE IT RESOLVED, that said street decertification/vacation totals in length of 400 feet.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

B. BOARD APPOINTMENT – RECREATION ADVISORY COMMITTEE

Mayor LaLonde requested Council's approval to appoint Kathleen Lee to the Recreation Advisory Committee, replacing Tammy Shepard as the St. Ignace Hockey Association representative.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve appointing Kathleen Lee to the Recreation Advisory Committee.

Motion carried unanimously.

C. MARINA POINT-OF-SALE (P.O.S.) SYSTEM PURCHASE

Marina Director Stearns informed Council that he would like to replace the current P.O.S. system at both the Marina office and fuel dock locations, due to the lack of efficiency in operations and reconciliation. Three price comparisons for a complete P.O.S. system were submitted: one from Square for \$1,812 and 3% fee on revenue; another from PayPal for \$1,812 and up to 3.34% fees on revenue; and a third from Clover for \$2,250 with fees absorbed by the customer. Director Stearns recommended purchasing the Clover system through Payment Solutions, the current credit card support vendor.

It was moved by Councilmember Cronan, supported by Mayor Pro-Tem St. Louis, to approve the purchase of the Clover P.O.S. system for the Marina operations.

Roll Call Vote:

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

No: Councilmember Pelter.

Motion carried six to one.

D. MACKINAC COUNTY TAX REVERTED LAND

City Clerk/Treasurer Insley presented Council with the one City property on the list from Mackinac County for properties that have reverted for non-payment of 2020 property taxes. Council discussed leaving the property, located on North State Street, to be auctioned to the public in August of 2023 by Mackinac County.

It was moved by Councilmember Gustafson, seconded by Councilmember Fullerton, to approve leaving the North State Street property with Mackinac County to be offered at public auction on Thursday, August 17, 2023.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

E. FINANCIALS

City Clerk/Treasurer reviewed the March 2023 financials with Council, noting the report presented was in summary form. Council requested a more detailed report be provided quarterly throughout the fiscal year.

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve the March 2023 financials as presented.

Roll Call Vote:

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

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 \$30,225.70.

Airgas	DPW Rental Gases	\$196.06
Amazon	March/April 2023 Statement	\$1,225.45
Anderson Tackman	Audit 2022 - Progressive Billing	\$315.00
Arrow Signs	LBE Fitness Center Signs/Decals	\$135.00
Captain's Quarters Wash & Dry Dock	SIFD-Fire Suit Cleaning	\$18.50

Charles J. Palmer, P.C.	March 2023 Statement	\$3,296.24
Kimball Midwest	DPW Paint	\$171.84
KSS Enterprises	LBE Supplies	\$980.22
Mackinac Sales	March 2023 Statement	\$3,727.52
McVeigh's Truck Springs Inc.	T-35 Spring/Anchor Pins	\$31.57
Microbiologics	WTR Lab Supplies	\$390.33
NAPA Auto Parts	March 2023 Statement	\$948.64
National Office Products	March 2023 Statement	\$670.32
NBS Calibrations/Northern Balance	WTR Plant Weights Calibrations	\$180.00
NCL	WTR Plant Supplies	\$1,270.71
Oscar E. Larson Co.	Marina Qrtly B/Annual A Inspections	\$705.00
Paragon Laboratories	WWTR Testing	\$1,606.96
Rudyar Electric Services Inc.	LBE Locker Room Lights	\$2,545.06
Safety-Kleen Systems Inc.	DPW Empty/Clean Oil Separator	\$2,049.64
Seewald's Towing	SIPD Towing	\$65.00
Spartan Nash/Family Fare	March 2023 Statement	\$54.99
St. Ignace Auto	March 2023 Statement	\$192.06
St. Ignace True Value	March 2023 Statement	\$3,765.93
State of Michigan	WTR Plant Microbiology	\$3,180.48
Stoops	DPW Bearings	\$59.75
Ted Festerling LLC	DPW Auger Motor Bobcat Snowblower	\$1,158.23
The St. Ignace News	March 2023 Statement	\$860.20
Varsity Catering/Wild Blueberry	LBE Fitness Program Challenge	\$425.00
TOTAL:		\$30,225.70

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT - NON-AGENDA ITEMS *(3 min limit)*

Public comment regarding DDA's Cultural Center property and the meeting audio via Zoom.

MANAGEMENT REPORT

City Clerk/Treasurer Insley discussed the following points as part of the Management report:

- City Manager 2nd interviews for Tues 4/18 at 7:00 p.m. and Thurs 4/20 at 6:30 p.m
- Announced that affidavits of identity and nominating petitions are due April 25th for Council and Mayor seats in the August/November elections.

COMMITTEE REPORTS

Planning Commission – Betsy Dayrell-Hart presented Council with an update of current activity and discussion from Planning Commission.

LBE/Recreation Update – Interim-Director Marshall provided an update to Council of LBE facility and events.

Zoning Bd of Appeals – minutes from 4/5/23 Variance approval for Pavia.

Negotiations Committee – minutes from 4/4/23 with Cathy Lamb (first meeting).

COUNCILMEMBER COMMENTS

Councilmember comments were received

There being no further business, the meeting adjourned at 8:45 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer