

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 18, 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 Williford gave the invocation.

PRESENT FROM CITY COUNCIL: Councilmembers Clapperton (via Zoom - Approved 2/7/22), Fullerton, Cronan, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

ABSENT – None.

STAFF PRESENT: Darcy Long, City Manager; Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Charles Palmer, City Attorney; Tony Brown, Police Chief; Bill Fraser, DPW Director.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Arnold Freight Company Additional Lease.

Councilmember Fullerton – Arnold Freight Company Service Assistance.

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

At this time, Clerk/Treasurer Insley introduced Kharizma Labinski as the City's newly-hired Utility Billing-Deputy Clerk.

Public comment was received regarding the use of Dock 3 and surrounding area.

CONSIDERATION OF MINUTES OF THE APRIL 4, 2022 REGULAR COUNCIL MEETING:

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve the minutes from the April 4, 2022, Regular Council meeting, as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

OLD BUSINESS

No items were discussed.

NEW BUSINESS

A. MYFLIGHT HELICOPTER TOURS PRESENTATION – FAVORITE DOCK PLATFORM

Mayor LaLonde announced that MYFLIGHT Tours presentation has been rescheduled for a Special Council Meeting on Monday, April 25th at 6:30 p.m. in the Little Bear East Conference room with Zoom video conferencing available. Public will have an opportunity to ask questions after the presentation.

B. ZONING CODE AMENDMENTS

City Manager Long informed Council that the Planning Commission is recommending to update the descriptions of the Recreation Vehicle (RV) and the Temporary Shelter as presented. The following will also be added to Article IV Supplementary Regulations:

“Sect. 38-365: Temporary Shelters may not be used as dwellings. Camping is prohibited on public property and on vacant private property.”

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Clapperton, to adopt the Zoning Code amendments as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

C. SPECIAL EVENT RESOLUTION TREK THE MIGHTY MAC 2022

Resolution

The following resolution was offered for adoption by Mayor Pro-Tem St. Louis, supported by Councilmember Fullerton:

WHEREAS, St. Ignace Visitors Bureau requests permission to conduct the 2022 “Trek the Mighty Mac”; and

WHEREAS, Chapter 22, “Peddlers and Solicitors” of the City of St. Ignace Code, as amended, requires certain criteria be met by St. Ignace Visitors Bureau, to comply with the “Special Events” requirements of the City; and

WHEREAS, St. Ignace Visitors Bureau has agreed to provide the City Council with all of the information required by Chapter 22, “Peddlers and Solicitors” of the City of St. Ignace Code, as amended; and

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

WHEREAS, this event will be required to follow all COVID Federal, State and Local regulations in place at that time to qualify for Special Events status; and

THEREFORE, BE IT RESOLVED that the City Council has determined that St. Ignace Visitors Bureau, has agreed to meet the criteria established in the various sections of Chapter 22, “Peddlers and Solicitors” of the City of St. Ignace Code, as amended, within the time frame established in said Chapter 22; and

FURTHER BE IT RESOLVED that the City Council does approve St. Ignace Visitors Bureau to be a “Special Events Organization”, and approves the use of the various public properties within the City limits for this event on the days of Friday, September 23 through Sunday, September 25, 2022, and further grants St. Ignace Visitors Bureau the authority to control vending approved by the City during the event. The City of St. Ignace does not financially participate in “Trek the Mighty Mac”; and

FURTHER BE IT RESOLVED that the City does approve the use of the following areas and dates:

2022 Trek the Mighty Mac– September 23, 24, 25, 2022 at Little Bear East Community Center and parking lots.

Parade—I-75 BL Shoulder on Saturday, September 24 from 11:30 a.m. to 12:30 p.m.
(No lane closures)

Music provided on Friday, September 23 from 4 p.m. to 7 p.m., and Saturday, September 24, from 12 p.m. to 2 p.m. at Little Bear East Community Center.

The event will close:

- Little Bear East parking lots Friday, September 23 at 3 p.m. to Saturday, September 24 at 3 p.m.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

D. RESOLUTION CLOVERLAND EASEMENT

Resolution

The following resolution was offered for adoption by Councilmember Fullerton, supported by Mayor Pro-Tem St. Louis:

WHEREAS it is in the best interest of the City of St. Ignace to grant an easement, on property known as TAX# 052-002-001-00, to Cloverland Electric Cooperative, Inc. for the purpose of providing electric service to 401 Ferry Lane.

RESOLVED that the City of St. Ignace has approved the grant of this easement.

RESOLVED that the City of St. Ignace has authorized Darcy Long, City Manager, to carry out the grant of this easement.

WHEREAS said easement was executed by Darcy Long, on August 17, 2021 and retroactively approved by the St. Ignace City Council, on Monday, April 18, 2022, at 7:00 p.m. during a Regular Council meeting.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

E. POLICE DEPARTMENT WEAPONS UPGRADE & BUDGET AMENDMENT

City Manager Long requested Council's approval for a budget amendment to support the purchase of six duty weapons purchased for \$3,003 from CMP Distributors Inc., stating the revenue generated by last year's sales of department items will off-set this expense. It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Williford, to approve a budget amendment for \$3,000 to the Police Department's Operating Supplies line item for this purchase.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

F. FERRY LANE SOIL BORINGS

City Manager Long informed Council that C2AE has provided a proposal for professional services to conduct road soil borings and pavement design analysis on Ferry Lane in the amount of \$13,650. The preliminary work proposed will build opinions and options of cost for improving Ferry Lane surface conditions and is expected to begin in mid-May. It was moved by Councilmember Fullerton, seconded by Councilmember Cronan, to approve the proposal from C2AE for \$13,650.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

G. WATER/WASTEWATER GIS MAPPING DEVICE PURCHASE

DPW Director Fraser requested Council's approval to purchase a new GIS mapping device for use in the Water and Wastewater operations. The tool will allow direct communication to the system software in locating infrastructure assets. It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the purchase of the GIS mapping device/service for \$2,700 from Silversmith Data.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

H. PLANNING COMMISSION APPOINTMENT

Mayor LaLonde requests Council approval to appoint Connie Litzner to the Planning Commission, replacing Zachary Sylvain. It was moved by Councilmember Clapperton, seconded by Councilmember Williford, to approve the appointment of Connie Litzner to the Planning Commission.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

ADDITIONS TO THE AGENDA**Councilmember Fullerton – Arnold Freight Company Service Assistance.**

Councilmember Fullerton commended Arnold Freight Company for assisting Star Line Mackinac Island Ferry Company during a distress call from the motor vessel Huron in Lake Huron earlier this month.

Mayor LaLonde – Arnold Freight Company Additional Lease.

Mayor LaLonde announced that a Public Hearing is scheduled for May 2nd at 7:00 p.m., during a Regular Council meeting, to discuss the additional lease proposed between Arnold Freight Company and the City of St. Ignace regarding dumpsters at Dock 3.

It was moved by Councilmember Fullerton, seconded by Councilmember Cronan, to approve scheduling a Public Hearing for the additional lease for Arnold Freight Company for Monday, May 2nd at 7:00 p.m. during a Regular Council meeting.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

I. FINANCIALS

City Manager Long presented the March 2022 financials for Council to review and stated the Finance Committee will meet in May to discuss further budget amendments.

CONSIDERATION OF BILLS

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem St. Louis, to approve paying the bills in the amount of \$27,512.94.

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|------------------------|--------------------------------|------------|
| Ace Hardware | March 2022 Statement | \$1,014.25 |
| Airgas | DPW Rental Gas | \$173.95 |
| All Star Graphics | DPW/WATER Uniform Shirt Prints | \$54.00 |
| Axon Enterprise Inc | SIPD-Taser Instructor | \$375.00 |
| BAM Tools | DPW Hex Tool | \$15.96 |
| Belonga Plumbing | WWTR Camera Usage | \$200.00 |
| Charles J. Palmer P.C. | March 2022 Statement | \$2,780.00 |
| CMP Distributors Inc | SIPD-Weapon Purchase (6) | \$3,003.00 |

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| Coast-to-Coast Solution | SIPD-Kraft Paper Evidence Bags | \$161.31 |
| Cut River Small Engine Repair | WWTR Power Washer | \$475.00 |
| Darcy Long | Breakfast Mtg w/Atty & Lunch during Deposition | \$21.84 |
| ETNA | WTR Line Hydrant Nozzle | \$550.20 |
| Ferguson | Backflow Preventor Stock | \$525.00 |
| Grainger | DPW Hard Hats | \$60.60 |
| Grand Traverse Diesel Service Inc. | DPW Sensors | \$819.25 |
| KSS | Park Supplies | \$1,729.05 |
| Lynn Auto Parts Inc. | March 2022 Statement | \$2,004.33 |
| Mackinac Ford Sales | March 2022 Statement | \$839.45 |
| Mackinac Island Ferry Co-Star Line | LBE Concession Gas/DPW Rental Gas | \$76.95 |
| Mark & Son Plumbing & Heating | WTR Plant Boiler Service | \$200.00 |
| MI Assoc Chiefs of Police | SIPD-T. Brown Annual Membership | \$115.00 |
| Michigan State Police | Token Fees 1/1 to 3/31/2022 | \$33.00 |
| Michigan Steam | DPW Hand brooms | \$596.28 |
| Morgan Mills | LBE Weights & Equipment for Home Show | \$55.12 |
| National Office Products | March 2022 Statement | \$504.44 |
| NCL | WTR Plant Supplies | \$336.24 |
| Northern Michigan Assoc Chiefs of Police | SIPD-T. Brown Annual Membership | \$75.00 |
| Pollardwater | Dissolved Oxygen Meter Plant | \$1,524.51 |
| Pomasl | SIFD-Fire Hose | \$258.00 |
| Pro-Tech Sales | SIPD-Uniforms | \$839.00 |
| Quill | Envelopes/CMGR Ofc Dry Erase Calendar | \$99.95 |
| Safety-Kleen Systems, Inc | Window Solvent | \$158.00 |
| Sault Printing | CHALL Copier/CMGR Printer Monthly | \$99.57 |
| Snap-On Tools | DPW-Heavy Duty Creeper | \$351.00 |

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|--------------------------------|---------------------------|--------------------|
| Spartan Nash/Family Fare | March 2022 Statement | \$325.42 |
| St. Ignace Auto | DPW Shop Tool | \$81.55 |
| St. Ignace True Value Hardware | March 2022 Statement | \$1,276.92 |
| The St. Ignace News | March 2022 Statement | \$1,311.76 |
| Trojan Tech | WWTR Supplies | \$3,662.58 |
| USA Bluebook | WTR/WWTR Supplies | \$571.46 |
| WMLamptracker | WTR UV Bulbs Disposal Box | <u>\$159.00</u> |
| Total: | | \$27,512.94 |

Roll Call Vote

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

No: None.

Motion carried unanimously.

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

No Public comment was received.

CITY MANAGER'S REPORT

City Manager Long updated Council on training for the Assistant to the City Manager for Asset Management and stated Zoom will be available for the Public Meeting on April 25th at Little Bear East Conference Center regarding the MYFLIGHT Tours presentation.

COMMITTEE REPORTS

SAEMS Minutes – City Clerk/Treasurer Insley informed Council that the former St. Ignace Area EMS Council is now the Straits Area EMS Authority, and the new ambulance arrived in March.

Dock 3 – City Manager Long reviewed the discussion points from the April 11th Committee meeting regarding the additional lease with Arnold Freight Company and the required process per the City Charter.

Finance Committee Minutes – Mayor LaLonde summarized topics at the April 13th meeting, including the process in the City Charter (Section 7) that must be followed regarding a request for the purchase of City property.

COUNCILMEMBER COMMENTS

Councilmembers each made various individual comments. Mayor LaLonde responded to a comment from the last Council meeting regarding the time clock used in Public Comment.

There being no further business, the meeting adjourned at 8:15 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer