

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 22, 2024, in City Hall Council Chambers as a hybrid attendance meeting with Zoom video 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, Shepard and Williford.

ABSENT: Councilmember Pelter. It was moved by Councilmember Williford, seconded by Councilmember Shepard, to approve excusing Councilmember Pelter from the meeting due to a religious holiday. Motion carried unanimously.

STAFF PRESENT: Scott Marshall, City Manager; Charles Palmer, City Attorney; Andrea Insley, City Clerk/Treasurer; Cathy Lamb, Recreation Facility Manager; Russ Winberg, Chief Operator; Chuck McCall, DPW Foreman.

ADDITIONS TO THE AGENDA

City Manager Marshall – Consideration of AFSCME Wage Re-opener.

PUBLIC COMMENT *(3-min limit)*

No public comment was received.

CONSIDERATION OF THE MINUTES OF THE APRIL 8, 2024 COUNCIL MEETING:

It was moved by Councilmember Litzner, seconded by Councilmember Eyre, to approve the minutes of the April 8, 2024 Regular Council meeting as presented. Motion carried unanimously.

BUSINESS

A. PROCLAMATION – DOUG INGALLS

Mayor LaLonde read aloud the following proclamation honoring Doug Ingalls upon his retirement from St. Ignace Area Schools:

WHEREAS, it is with great admiration that we recognize the distinguished career of Doug Ingalls, who served as the esteemed head coach of LaSalle High School's boys' basketball team for 25 years; and

WHEREAS, Doug Ingalls was appointed as the head coach of LaSalle High School's boys' basketball team in September of 1992, displaying unwavering dedication, passion and commitment to the sport and its players; and

WHEREAS, Coach Ingalls' coaching expertise has been highlighted by an outstanding record of achievement, with a remarkable coaching record of 375-182. Under his guidance, the LaSalle High School boys' basketball team achieved unparalleled success, securing ten conference titles, ten district titles, three regional titles, and a trip to the final four, showcasing dedication, hard work, and perseverance; and

WHEREAS, alongside his coaching duties, Doug graciously supported his wife, Dorene Ingalls, in her leadership of the highly successful girls' basketball team, instilling invaluable lessons of teamwork, resilience, and sportsmanship in generations of young athletes; and

WHEREAS, in recognition of his exceptional coaching abilities, Doug Ingalls was honored as the Associated Press Coach of the Year for the 2023-2024 season. Coach Ingalls will be inducted to the Upper Peninsula Sport Hall of Fame in May for recognition to his contributions to the world of athletics.

THEREFORE, BE IT PROCLAIMED, that Doug Ingalls' remarkable career as a coach, mentor, and leader has left an unforgettable mark on the LaSalle High School community and beyond, inspiring generations of athletes to strive for greatness and embody the true spirit of sportsmanship.

B. COMMITTEE APPOINTMENTS – LIBRARY BOARD

Mayor LaLonde requested Council's approval to appoint the following Library Board members: Joe Power for David Koven, term expiring December 2024, and James Carnes for Bonnie Ledy, term expiring December 2027.

It was moved by Councilmember Litzner, seconded by Councilmember Eyre, to approve appointing both Joe Power and James Carnes to the Library Board.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

C. BID REQUEST FOR MDOT PLOW TRUCKS

City Manager Marshall informed Council that the Finance Committee has reviewed the City's request to bid for up to three MDOT plow trucks that will be available through MI Bid in the next month. The trucks available are two 2006 models and one 2010 model, and will potentially replace the 1992, 1997 and 1999 plow trucks in the current fleet. After inspection, the DPW Foreman, Chuck McCall, stated the MDOT trucks are well maintained and with an estimated value of \$30,000 each. City Manager Marshall requested Council to approve a maximum amount of \$60,000 to work with during the bidding period.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Williford, to approve a maximum bid amount of \$60,000 to utilize during the bid process for the MDOT trucks.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

D. FIRE DEPARTMENT WAGE INCREASE REQUEST

City Manager Marshall reviewed with Council the proposed increase of \$2/hour for volunteer firefighters for the call-out pay and monthly meeting pay. It was noted that the last increase was in 2016 and should be considered more frequently.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Eyre, to approve a \$2/hour wage increase for the Fire Department firefighters for monthly meetings and call-out pay, effective May 1, 2024.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

E. WATER DEPARTMENT UTILITY TRAILER PURCHASE REQUEST

City Manager Marshall informed Council that the Water Department is requesting to purchase a new utility trailer for hauling mowers to various sites on the water line. Three bids were provided: TC Trailer - \$2,900, Gaylor Trucking - \$3,600, and Petoskey RV - \$3,595. The recommendation from Chief Operator Winberg was to purchase the trailer from Petoskey RV, because it met the needs of the department most efficiently.

It was moved by Councilmember Williford, seconded by Councilmember Shepard, to approve purchasing the trailer from Petoskey RV for \$3,595 from the Water Department's current budget.

Roll Call Vote

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

No: None.

Motion carried unanimously.

F. INTRODUCTION OF RESOLUTION 24-11 SALE OF PROPERTY 930 N STATE STREET

City Manager Marshall reviewed the details of the City-owned property at 930 N State Street with Council and recommended that the City consider selling the property. Per the City Charter (Sect. 7.6a), the process to sell City property must first be introduced by resolution, followed by a Public Hearing with notice one week prior to the scheduled date. After some discussion of the resolution, it was the consensus of Council to postpone the resolution for a property sale until after the Public Hearing.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Williford, to approve scheduling a Public Hearing to discuss the sale of 930 N State Street on Monday, May 6, 2024.

Roll Call Vote

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

No: None.

Motion carried unanimously.

G. CITY HALL SECURITY SYSTEM UPGRADE

City Manager Marshall informed Council that three bids have been collected to update the security system in City Hall. One bid from ASC Security Company for \$44,799, another from

Anavon Security Company for \$34,237 and a third from Calvin Burnside Security Company for \$10,850. City Manager Marshall recommended a contract with Calvin Burnside for the City Hall system. It was noted that the City received an approved 50% match grant from MMRMA for up to \$10,000 to help fund this update. City Manager Marshall also stated that the fall 2023 2% Sault Tribe contribution will be utilized to pay for this system, in addition to City funds of \$2,850. It was moved by Councilmember Shepard, seconded by Councilmember Williford, to approve contracting with Calvin Burnside Security Company for \$10,850 for the City Hall security system update.

Roll Call Vote

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

No: None.

Motion carried unanimously.

H. CELL TOWER CONTRACT UPDATE

City Manager Marshall presented a proposed contract renewal for a tower lease with T-Mobile from 2027 to 2047 (four 5-year terms). The fee will increase to \$21,000 annually for the first term, with an additional 15% increase each additional term. The Finance Committee met April 17th to review the proposal and recommends approving the terms.

It was moved by Councilmember Litzner, seconded by Mayor Pro-Tem Gustafson, to approve the renewal contract as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

I. 2024 STREET PAVING BID TABULATION

City Manager Marshall informed Council that the Street Committee met April 18th to review the bids submitted for the 2024 Street Paving project. The recommended bid was received from Payne & Dolan for \$237,840.

It was moved by Councilmember Eyre, seconded by Mayor Pro-Tem Gustafson, to approve the paving bid received from Payne & Dolan for \$237,840.

Roll Call Vote

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

No: None.

Motion carried unanimously.

J. CODE ENFORCEMENT TRAINING PROPOSAL FROM RAY ANDERSON

City Manager Marshall requested Council's consideration for scheduling Code Enforcement Training with Ray Anderson for \$1,500. The training is not currently budgeted and would derive from the Planning Commission and City Manager budgets.

It was moved by Councilmember Williford, seconded by Mayor Pro-Tem Gustafson, to approve scheduling the training with Ray Anderson for \$1,500 to be paid from the Planning Commission and City Manager budgets.

Roll Call Vote

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

No: None.

Motion carried unanimously.

K. FINANCIALS

City Manager Marshall reviewed the March 2024 financials with Council.

It was moved by Councilmember Williford, seconded by Councilmember Litzner, to approve the March 2024 monthly financial report.

Roll Call Vote

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

No: None.

Motion carried unanimously.

City Clerk/Treasurer requested Council's consideration for the budget amendments provided for funds 101, 499, 641 and 591.

It was moved by Councilmember Litzner, seconded by Mayor Pro-Tem Gustafson, to approve the budget amendments as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

CONSIDERATION OF THE BILLS

AIRGAS USA LLC	35.45
ALL-PHASE ELECTRIC SUPPLY CO	100.00
BAM TOOLS	82.59
BELONGA EXCAVATING, LLC	6,796.72
BELONGA'S PLUMBING AND HEATING	889.92
ED DRESLINSKI CONSULTING, INC.	845.00
ELLEN'S EQUIPMENT INC.	256.97
ETNA SUPPLY COMPANY	2,920.95
FREIGHTLINER OF GRAND RAPIDS	574.78
HACH COMPANY	2,719.00
HAWKINS	50.00
HD SUPPLY INC/USA BLUEBOOK	112.23
HYDRITE CHEMICAL CO	8,365.56
KIMBALL-MIDWEST	712.39
KSS ENTERPRISES	2,960.39
LAW ENFRCMNT RISK MNGMNT GROUP, INC	150.00

MACKINAC PLUMBING AND HEATING CO	1,213.10
MACKINAC SALES	40.28
MILLER CONSULTATIONS & ELECTIONS, INC	29.89
MOTOR PARTS AND EQUIPMENT CORP	849.26
OSCAR W LARSON	500.00
PRO-TECH SECURITY SALES	105.50
R & R FIRE TRUCK REPAIR	3,028.51
ST IGNACE TRUE VALUE	1,315.90
UP STATE CREDIT UNION	753.90
WM CORPORATE SERVICES, INC.	556.00

Grand Total: \$ 35,964.29

Council inquired about the invoice received from Belonga Excavating, LLC and asked City Manager Marshall to research and provide details regarding the work. Mayor LaLonde also questioned items purchased from Ellen's Equipment and All-Phase, noting he encourages the City to purchase locally if the products are available.

It was moved by Councilmember Shepard, seconded by Mayor Pro-Tem Gustafson, to approve paying the bills in the amount of \$35,964.29.

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT (3-minute limit)

No public comment was received.

MANAGEMENT REPORT

City Manager Marshall provided a written report to Council and discussed the following:

- Visitor's Bureau upcoming events.
- New server update required for Clerk's office.
- Update on the water main break on Goudreau Street.
- Police Chief James constructing a proposal for a mutual aid agreement with area agencies.
- Boardwalk-cement section installed in the Favorite parking lot.
- Fort de Buade building update.
- Fire Chief Montie's proposal for a change order for the new fire truck.
- Cemetery lawn mowing bid received from Precision Edge for 2024.
- Request for reimbursement received from property owner regarding boardwalk removal.

COMMITTEE REPORT

No committee reports provided.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

CLOSED SESSION PER MCL 15.268(C), *For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.*

At this time, Mayor LaLonde stated that Council has requested to go into Closed Session, per MCL 15.268(C).

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Eyre, to enter into Closed Session at 8:38 p.m.

Roll Call Vote

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

No: None.

Motion carried unanimously.

Council returned from Closed Session at 8:48 p.m.

CITY MANAGER MARSHALL - Consideration of AFSCME Wage Re-opener

After some discussion, it was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Eyre, to approve the AFSCME employees' wage increase of \$1.50/hour, effective January 1, 2024.

Roll Call Vote

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

No: None.

Motion carried unanimously.

There being no further business, the meeting adjourned at 8:52 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer