

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

A Regular Meeting of the St. Ignace City Council was held on Monday, May 16, 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 a moment of silence in memory of Councilmember Jim Clapperton. Council then gave the Pledge of Allegiance, and Councilmember Williford led the invocation.

**PRESENT FROM CITY COUNCIL:** Councilmembers Fullerton, Cronan, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

**ABSENT:** None.

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

**PUBLIC HEARING – WATER SYSTEM IMPROVEMENTS**

At this time, it was moved by Councilmember Cronan, seconded by Councilmember Fullerton, to open the Public Hearing on the proposed Phase I – Water System Improvements project at 7:06 p.m.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

Kelly Heidbrier from C2AE read aloud a summary of the proposed water project's plan, identifying the purpose, impact and cost analysis. No public comment was received. It was moved by Councilmember Fullerton, seconded by Councilmember Cronan, to close the Public Hearing at 7:20 p.m.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**PUBLIC HEARING – WASTEWATER SYSTEM IMPROVEMENTS**

It was moved by Councilmember Cronan, seconded by Councilmember Fullerton, to open the Public Hearing for the proposed Wastewater System Improvements at 7:21 p.m.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

Kelly Heidbrier from C2AE offered a summary of the project's plan and noted the focus of the improvement areas would follow the same areas as the Water System improvements, to be the most cost efficient.

Public comment was received by Councilmember Cronan, Mayor LaLonde, Councilmembers Williford and Fullerton, as well as DPW Director Fraser.

It was moved by Councilmember Cronan, seconded by Councilmember Fullerton, to close the Public Hearing at 7:34 p.m.

#### **Roll Call Vote**

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

No: None.

Motion carried unanimously.

#### **ADDITIONS TO THE AGENDA**

Mayor LaLonde – Resolutions for both the Water and Wastewater System Improvements.

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

No public comment was received.

#### **CONSIDERATION OF MINUTES OF THE MAY 2, 2022, REGULAR COUNCIL MEETING:**

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve the minutes from the May 2, 2022, Regular Council meeting, as presented.

#### **Roll Call Vote**

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

No: None.

Motion carried unanimously.

#### **OLD BUSINESS**

#### **EUPCONNECT COLLABORATIVE UPDATE**

Mayor LaLonde introduced Jennie Hoffman, with the EUPConnect Collaborative (EUPCC), to present an update to Council on the group's project establishing more accessible internet to everyone within the three counties in the Eastern Upper Peninsula. The ultimate goal is to create one network of internet for residents in Chippewa, Luce and Mackinac counties.

#### **NEW BUSINESS**

#### **A. PROCLAMATION – COUNCILMEMBER JIM CLAPPERTON**

##### **PROCLAMATION**

**WHEREAS**, Jim Clapperton was a member of the St. Ignace City Council from 2009 to 2022; and

**WHEREAS**, in his 13 years on the Council, Jim dedicated his time to serving on many different committees, including Negotiations, Finance, Audit, Cemetery, Insurance, Sault Tribe

Liaison, NAGPRA, and Tree Committees; the EMS Board; and the Library Board; and

**WHEREAS**, Jim offered his knowledge and experience as a resource to fellow Councilmembers, assisting new and incumbent members throughout his years on the Council; and

**WHEREAS**, Jim always took the time to read and research issues, offer thoughtful advice and ideas, and took great measures to make himself available to the City, even in the face of other commitments and difficulties; and

**THEREFORE, BE IT PROCLAIMED**, that the City of St. Ignace and its employees recognize Jim Clapperton for his endless, selfless dedication to the City, contributing hundreds and hundreds of hours of his time.

**NOW THEREFORE BE IT PROCLAIMED**, that the City of St. Ignace honor Jim Clapperton, on this 16th Day of May, 2022, for his dedicated service to the City of St. Ignace, and wish he rest in peace.

#### **B. SPECIAL EVENT RESOLUTION – BREW BASH 2022**

##### **RESOLUTION**

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

**WHEREAS**, the St. Ignace Visitors Bureau requests permission to conduct the St. Ignace Brew Bash 2022; and

**WHEREAS**, this event requires the usage of the Marina parking lot and main dock at 13 South State Street; 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

**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

**NOW THEREFORE BE IT RESOLVED**, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau 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 St. Ignace Visitors Bureau to be a Special Event organization and approves the usage of the City Marina parking lot and main dock at 13 South State Street for this event on:

Saturday August 6, 2022, from 2 p.m. to 10 p.m.

**Roll Call Vote**

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

No: None.

Absent: None.

Resolution declared Adopted.

**C. FIRE DEPARTMENT PURCHASE**

Mayor LaLonde informed Council that the Fire Department is requesting to purchase two Automated External Defibrillators (AED), one for the Fire Hall and one for the truck. The Sault Tribe 2% contributions to the Fire Department would be used as well as any grant proceeds, if awarded. The following three bids were presented to Council: AEDGrant.com for \$2,109, Heartsmart for \$2,950 and American AED for \$3,111. Fire Chief Montie recommended purchasing through AEDGrant.com, as it was the most cost efficient. It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve the purchase of two AED's from AEDGrant.com for \$2,109.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**D. BUDGET AMENDMENTS**

Assistant to the City Manager, Stephanie Baar, reviewed the budget amendments for the 101 General Fund, 202 Major Streets Fund and the 249 Building Inspector Fund. Assistant Baar noted that \$13,650 for the Ferry Lane soil borings would be charged from the 202 Major Streets fund balance and also explained updating revenue projections for the 249 Building Inspector Fund.

It was moved by Councilmember Cronan, seconded by Mayor LaLonde, to approve the budget amendments as presented.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**E. FINANCIALS**

Councilmember Pelter stated concerns regarding the presentation of the bills for approval and those that are also listed as separate agenda items, pointing out that listing a purchase in both items for approval appeared confusing.

**F. COUNCIL VACANCY**

Mayor LaLonde discussed the vacant Council seat with the passing of Councilmember Clapperton, suggesting the Special Election process be followed to fill the vacancy. City

Attorney Palmer noted that the City Charter Section 5.7(b) states vacancies shall be filled for the unexpired term of the officer within thirty days of the seat becoming vacant, if by appointment. If Council does not appoint someone to the vacancy within thirty days, the Charter directs the City Clerk to call a Special Election to take place within sixty days after the expiration of the initial thirty days. It was the consensus of Council to allow the thirty days to expire and Mayor LaLonde directed City Clerk/Treasurer Insley to research the process and prepare for the Special Election.

## **ADDITIONS TO THE AGENDA**

### **Mayor LaLonde – Water System Improvements Resolution**

#### **RESOLUTION**

The following resolution, adopting a final project plan for water system improvements and designating an authorized project representative, was offered for adoption by Councilmember Fullerton, supported by Councilmember Cronan:

**WHEREAS**, the City of St. Ignace recognizes the need to make improvements to its existing water treatment and distribution system; and

**WHEREAS**, the City of St. Ignace authorized C2AE to prepare a Project Plan, which recommends the construction of replacement of water main and upgrade of existing water facilities; and

**WHEREAS**, said Project Plan was presented at a Public Hearing held on May 16, 2022, and all public comments have been considered and addressed.

**NOW THEREFORE BE IT RESOLVED**, that the City of St. Ignace formally adopts said Project Plan and agrees to implement the selected alternative 2: replacement of water main and upgrade of existing water facilities.

**BE IT FURTHER RESOLVED**, that the City Manager, a position currently held by Darcy Long, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Drinking Water State Revolving Fund Loan to assist in the implementation of the selected alternative.

#### **Roll Call Vote**

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

No: None.

Absent: None.

Resolution declared Adopted.

### **Mayor LaLonde – Wastewater System Improvements Resolution**

#### **RESOLUTION**

The following resolution, adopting a final project plan for wastewater system improvements or NPS pollution controls/stormwater improvements and designating an authorized project representative was offered by Councilmember Cronan, supported by Councilmember Fullerton:

**WHEREAS**, the City of St. Ignace recognizes the need to make improvements to its existing wastewater treatment and collection system or its existing NPS pollution control/stormwater treatment system; and

**WHEREAS**, the City of St. Ignace authorized C2AE to prepare a Project Plan, which recommends the construction of replacement of ~8,500 LF of sanitary sewer. The sewer being replaced is nearing the end of its useful life, has structural issues, and will reduce maintenance issues including backups; and

**WHEREAS**, said Project Plan was presented at a Public Hearing held on May 16, 2022, and all public comments have been considered and addressed.

**NOW THEREFORE BE IT RESOLVED** that the City of St. Ignace formally adopts said Project Plan and agrees to implement the selected alternative.

**BE IT FURTHER RESOLVED** that the City Manager, a position currently held by Darcy Long, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternative.

#### **Roll Call Vote**

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

No: None.

Absent: None.

Resolution declared Adopted.

#### **CONSIDERATION OF BILLS**

It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve paying the bills in the amount of \$74,813.61.

AED Grant.com	SIFD-Defibrillator	\$2,109.40
Airgas	DPW - Rental Gas	\$166.63
All-Phase Electric Supply	Marina Lights Supplies	\$1,010.50
Arrow Signs	Stop Signs/Street Signs	\$920.00
Artic Glacier Ice	Marina Ice	\$470.84
BAM Tools	Rubber Gloves/Shop Tools/T-45 Grille	\$143.06
Belonga Plumbing	April 2022 Statement	\$749.14
Blarney Castle	April 2022 - Golf Course	\$153.48
Brown Motors	SIPD-Oil Change/Tire Rotation	\$99.05
Core Technology	SIPD-Annual Maintenance	\$6,551.00

Cut River Small Engine Repair	Husqvarna Broom Sweeper Head	\$300.00
Darcy Long	Mileage to Regional Planning Meeting 4/27/2022	\$58.15
Golf Cars Plus	Golf Carts Maintenance	\$1,950.00
Granicus	Address Identification/Hotline/Compliance Monitoring	\$1,533.38
Hach	Wtr-Loaner Fee	\$752.50
Joe St. Louis	DPW Garage Lighting Installation	\$1,775.00
Kimball Midwest	DPW - Shop Supplies	\$276.18
KSS	LBE-Can Liners	\$137.52
Lynn Auto Parts, Inc	April 2022 Statement	\$2,656.11
Mackinac Island Ferry Company	Carbon Dioxide - Little Bear	\$28.92
Meyer Ace Hardware	April 2022 Statement	\$1,100.41
Meyer Ace Hardware	April 2022 Statement-Golf	\$7.00
National Office Products	April 2022 Statement	\$449.43
National Office Products	St. Ignace Golf April 2022	\$219.35
National Safety Compliance	Fed/MI Labor Laws	\$291.00
Pharos Marine Automatic Power	Marina-Entrance to the Harbor Strobe Light	\$2,002.54
Power Plan	DPW-Wire harness/Core	\$405.44
Precisions Edge Outdoor Services	Lakeside Cemetery Payment 1 of 3	\$2,880.00
Pro-Tech	SIPD-Uniform Shirts and Pants	\$410.00
Safe Life Defense	SIPD-Hyperfine/Safe Life Defense Concealable	\$799.00
Sault Printing Company	April Central Copier/City MGR Office Printer	\$84.03
Spartan Distributors	Golf Course Fairway Mower Repair	\$4,683.33
SpartanNash - Family Fare	April 2022 Statement	\$238.28
St. Ignace Area EMS Council	Annual Mgmt. & Oper Fee 2022	\$26,697.89
St. Ignace Auto	April 2022 Statement	\$112.07
St. Ignace Auto	April 2022 Statement-Golf	\$313.76

St. Ignace True Value	April 2022 Statement	\$792.25
Straits Building Center	April 2022 Statement	\$823.87
Ted Festerling LLC	Plow Shoes and Hardware for 2-3 years	\$3,000.00
The St. Ignace News	April 2022 Statement	\$974.95
The St. Ignace News	St. Ignace Golf Advertising	\$747.00
US Public Safety	SIPD-Patrolman Badges	\$369.28
USA Bluebook	Water/WWTR Supplies	\$2,401.88
USA Bluebook	Water/WWTR Supplies	\$729.52
Vanton Pump & Equipment	Flex-I-Liner Pumper Assy	\$941.71
Wilk Wiring	SIPD-Lights/Brackets	\$623.20
Witmer	SIFD-Tubular Webbing	\$640.06
Xylem	WWTR Pump Repair	\$235.50
		<b>\$74,813.61</b>

Councilmember Cronan inquired about the invoice statements and identifying each department's expenses separately. City Clerk/Treasurer Insley explained that some City Departments have individual statements and other statements include all City purchases. City Clerk/Treasurer Insley also corrected the second invoice listed for USA Bluebook, verifying the total amount of the bills for approval to be \$74,813.61.

#### **Roll Call Vote**

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

No: None.

Motion carried unanimously.

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

No public comment was received.

#### **CITY MANAGER'S REPORT**

Assistant Baar informed Council that a Public Hearing is scheduled at Little Bear East on Thursday, June 2, 2022, at 5:30 p.m. for proposed amendments to the Peddlers and Solicitors Ordinance, followed by the monthly Planning Commission meeting. Assistant Baar also updated Council on the status of the Short-Term Rentals being processed.

#### **COMMITTEE REPORTS**

St. Ignace Area EMS Council/Authority (SAEMS) Minutes – Tuesday, April 19<sup>th</sup> 2 p.m.



Assistant Baar informed Council that the SAEMS is currently discussing a millage they will seek to support operations.

Finance/Utility Committee – Monday, May 16<sup>TH</sup> 10 a.m.

Mayor LaLonde reviewed the items discussed in the Finance meeting, noting the recent Fire truck repair needed and the budget.

**COUNCILMEMBER COMMENTS**

Councilmembers expressed their sympathy and support to Jim Clapperton's family, and Councilmember Pelter informed Council that she will not be attending the next two ZBA meetings.

There being no further business, the meeting adjourned at 8:27 p.m.

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**William LaLonde, Mayor**

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**Andrea Insley, City Clerk/Treasurer**