

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 5, 2021, in the Council Chambers at City Hall and via Zoom video conference, due to limited attendance.

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 FROM CITY COUNCIL:** Councilmembers Clapperton, Fullerton, LaLonde, Mayor Litzner, Councilmember Pelter, Mayor Pro-Tem St. Louis, and Councilmember Tremble.

**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; Scott Marshall, DDA Director.

**LIMITED PUBLIC COMMENT**

Public comment was received regarding larger meeting venues and American Rescue Funds for paving roads.

**CONSIDERATION OF MINUTES OF THE MARCH 15, 2021 REGULAR COUNCIL MEETING & THE MARCH 29, 2021 COUNCIL WORK SESSION**

It was moved by Councilmember LaLonde, seconded by Councilmember Clapperton, to approve the minutes from March 15 and March 29, 2021.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**CONSIDERATION OF BILLS**

It was moved by Councilmember Tremble, seconded by Councilmember Fullerton, to approve payment of the bills in the amount of \$ 31,268.13.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

Amazon	Wtr Plant Office Supplies/Chall Gloves	\$49.98
Arrow Signs	SIFD Helmet Logos/Window Graphics	\$175.00
Astrea/Lighthouse	SIPD Onsite Tech Support	\$85.00
Belonga Excavating LLC	Parts for Local Streets	\$93.10
Belonga Plumbing & Heating	Boiler Inspection/Equipment Repair	\$254.00

Belonga Plumbing & Heating	Parts for Cgarage/Signs/WWTR/Chall	\$519.97
Chad Belonga	Reimbursement-SIFD Fuel for Engine 2 &3	\$53.74
Ed's Lock & Key	SIPD New Lockset/9 Keys - Police Garage	\$300.00
Election Source	Petition Forms	\$25.31
ETNA	Wtr Line Supplies	\$93.00
Fastenal	Parts	\$64.81
Gary Sorenson	Reimbursement-SIFD Clock/Cleaners/Drawer Slides	\$71.01
Graham Motor & Generator	Generator Maintenance	\$2,735.00
Harris Computer Systems	AP Checks	\$613.27
Idexx	Wtr Plant Supplies	\$956.26
International City/County Management	Assistant City Manager Job Advertisement	\$75.00
Jack Doheny	Sewer Machine Hose	\$1,500.00
KSS	LBE-Supplies	\$222.17
Mackinac Sales	March 2021 Statement	\$3,385.78
MACNLOW Assoc	SIPD-T. Brown Course 4/7 to 4/8/21	\$375.00
Microbiologics	Wtr Plant Supplies	\$220.19
Miller, Canfield, Paddock & Stone PLC	Attorney Fees-Personnel Matters-Dec - Jan	\$7,628.50
National Office Products	March 2021 Statement	\$2,530.78
NCL	Wtr Plant Supplies	\$409.47
NCL	New PH Probe	\$313.25
Northern MI Assoc Chiefs of Police	T. Brown Membership 2021	\$75.00
OK Industrial	Gas Detection System	\$1,139.00
OTIS Elevator Company	Service Agreement	\$41.14
Paragon Laboratories	Testing at Water Plant	\$723.00
Quartz Lamps, Inc.	Refurbish Ballast at WWTR Plant	\$461.25
Quill	Purchase Orders	\$106.39
Quill	Hanging Files	\$103.53
Scaleton	Water Plant Chlorine Scale	\$184.60

Share Corporation	DPW Gloves	\$139.09
Spring Hill Suites Lansing	SIPD-T.Brown Hotel Stay 4/6 to 4/8/21	\$190.40
State Tax Commission	MI Advanced Assessing Officer Program-K Mulka	\$1,000.00
Straits Building Center	March 2021 Statement	\$1,431.50
Tele-Rad	SIPD-Pants/Sewing	\$99.18
USA Bluebook	Wtr Plant Supplies	\$1,844.05
USA Bluebook	WWTR and WTR Plant Supplies	\$980.41
<b>Total</b>		<b>\$31,268.13</b>

**OLD BUSINESS** – None.

## **NEW BUSINESS**

### **A. APPROVAL OF MARINA DIRECTOR:**

City Manager Long introduced Joe Stearns as his recommendation to hire as the City's Marina Director. It was moved by Councilmember Fullerton, seconded by Councilmember LaLonde, to approve hiring Joe Stearns as the new Marina Director.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

### **B. MARINA DIRECTOR CONTRACT:**

City Manager Long informed Council that the contract for the Marina Director follows a standard layout of other City employment contracts.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Clapperton, to approve the Marina Director contract as presented.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

### **C. GOLF COURSE MANAGER CONTRACT:**

City Manager Long presented the contract for the Golf Course Manager to Council, noting that it follows the same layout as the Marina Director's contract.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember LaLonde, to approve the contract for the Golf Course Manager, Kurt Ney.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

#### **D. COMMITTEE LIST:**

Mayor Litzner informed Council that Councilmember LaLonde will be added to the following Committees: Dock 3, Events Review, Finance/Utility and Negotiations. Mayor Litzner also announced that she will be added as a member of the Planning Commission.

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to approve the appointments and updated Committee List.

##### **Roll Call Vote:**

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

No: None.

Motion carried unanimously.

#### **E. APPROVAL OF ELECTION INSPECTORS AND RECEIVING BOARD:**

The Board of Election Commission presented Council with a list of Election Board and Receiving Board representatives for the May 4, 2021 Special Election. Listed on the Receiving Board were Sherry Cece, Assistant City Clerk, and Donna LaLonde. Listed on the Election Board were Laurie Steiner (Chairperson), Donna LaLonde, Renee Vonderwerth, Sherry Cece, Helen Thibault and Debra Ferguson.

It was moved by Councilmember Clapperton, seconded by Councilmember Fullerton, to approve the Election Board and Receiving Board for the May 4, 2021 Special Election.

##### **Roll Call Vote:**

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

No: None.

Motion carried unanimously.

#### **F. MACKINAW CITY MUSTANG STAMPEDE EVENT:**

Mayor Litzner informed Council that the Mackinaw City Mustang Stampede will parade through downtown St. Ignace at 4:30 pm on Saturday, July 17, with a Police escort.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember LaLonde, to approve the parade with the Police escort.

##### **Roll Call Vote:**

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

No: None.

Motion carried unanimously.

#### **G. MACKINAW MOTORCYCLE RALLY:**

Mayor Litzner also requested Council's approval for the Mackinaw Motorcycle Rally parade through downtown St. Ignace on Saturday, June 12<sup>th</sup>, at 10:15 a.m. with a Police escort.

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem St. Louis, to approve the parade with the Police escort.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**H. PORSCHE THE MAC 2021 RESOLUTION:**

**RESOLUTION**

The following Resolution was offered for adoption by Councilmember Fullerton, supported by Councilmember LaLonde:

**WHEREAS**, the St. Ignace Visitors Bureau requests permission to conduct Porsche the Mac, and

**WHEREAS**, this event requires the usage of the St. Ignace Little Bear East Arena parking lot, 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.

**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 St. Ignace City Council does approve the usage of the St. Ignace Little Bear East Arena parking lot for this event on:

Friday, August 6, through Saturday, August 7, 2021

**Roll Call Vote:**

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

No: None.

Absent: None.

Resolution declared Adopted.

**I. FISH FEAST 2021 RESOLUTION:**

**RESOLUTION**

The following Resolution was offered for adoption by Councilmember Pelter, supported by Councilmember LaLonde:

**WHEREAS**, the St. Ignace Visitors Bureau requests permission to conduct the St. Ignace Fish Feast, and

**WHEREAS**, this event requires the usage of the St. Ignace public Marina, 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.

**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 usage of the St. Ignace public Marina for this event on Saturday, July 17, 2021, from 12:00 p.m. until 10:00 p.m.

**Roll Call Vote:**

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

No: None.

Absent: None.

Resolution declared Adopted.

**J. ST. IGNACE FIREWORKS PERMIT:**

Mayor Litzner informed Council that the St. Ignace Visitors Bureau has scheduled the 2021 weekend fireworks with Wolverine Fireworks Display, Inc., from June 24<sup>th</sup> through October 2<sup>nd</sup>.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Clapperton, to approve the St. Ignace Fireworks Permit for 2021.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**K. POLICE CHIEF TRAINING OVERNIGHT STAY:**

Police Chief Brown requested Council's approval to attend the MACNLOW Associates "Critical Supervisory Issues" training course in Lansing, Michigan April 6<sup>th</sup> through April 8<sup>th</sup> for \$375 and the motel stay for \$190.40.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Clapperton, to approve the training for Police Chief Brown.

**Roll Call Vote:**

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

No: None

Motion carried unanimously.

**L. OFFICER TRAINING OVERNIGHT STAY:**

Police Chief Brown requested Council's approval for Officer Brothers' training in Escanaba May 17<sup>th</sup> through May 19<sup>th</sup> for \$670 with a hotel stay for the three days. The training would be certification training for Officer Brothers to become an in-house instructor for departmental trainings.

It was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to approve the training and overnight hotel stay.

**Roll Call Vote:**

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

No: None

Motion carried unanimously.

#### **M. FINANCIALS:**

City Manager Long informed Council that he plans to present budget amendments for the next meeting, April 19<sup>th</sup>, and there were no discussion points for the March 2021 financials at this time.

It was moved by Councilmember Clapperton, seconded by Councilmember LaLonde, to approve the March 2021 financials as presented.

#### **Roll Call Vote:**

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

No: None

Motion carried unanimously.

#### **PUBLIC COMMENT**

Public comment was received regarding documents available through the Freedom of Information Act (FOIA), Council packet requests and the use of virtual meetings via Zoom video conference.

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

City Manager Long informed Council that Hannah Tropiano was hired to begin employment with Little Bear East as the Program/Events Coordinator on April 19, 2021.

**COMMITTEE REPORTS** – No reports were offered.

#### **COUNCILMEMBER COMMENTS**

Councilmembers each took the opportunity to commend the Fire Department for their work on a recent call and welcomed the new employees.

There being no further business, the meeting adjourned at 7:45 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

