

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 19, 2021, via Zoom video conference.

The meeting was called to order at 7:00 p.m. by Mayor Pro-Tem St. Louis, followed by the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

PRESENT FROM CITY COUNCIL: Councilmembers Clapperton (City Hall), Fullerton (City Hall), LaLonde (City Hall), Councilmember Pelter (St. Ignace, MI) and Mayor Pro-Tem St. Louis (City Hall).

ABSENT: Mayor Litzner and Councilmember Tremble.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember LaLonde, to excuse both Councilmember Tremble and Mayor Litzner from the meeting due to being out of town.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

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; Morgan Mills, Recreation Director; Hannah Tropiano, Events/Program Coordinator.

LIMITED PUBLIC COMMENT – None.

CONSIDERATION OF MINUTES OF THE APRIL 5, 2021 REGULAR COUNCIL MEETING:

Councilmember Pelter noted a correction to Item L, that Police Chief Brown requested Council's approval.

It was moved by Councilmember Clapperton, seconded by Councilmember Fullerton, to approve the minutes from April 5, 2021, with the noted correction.

Roll Call Vote:

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

No: None.

Motion carried approval.

CONSIDERATION OF BILLS

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember LaLonde, to approve payment of the bills in the amount of \$ 33,571.25.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

Ace Hardware	March 2021 Statement	\$439.73
Airgas LLC	Rental Gas	\$159.44

Amazon	Flash Drives/Bug Detector Anti Spy RF Device	\$299.54
Belonga Plumbing & Heating	Parts for Sewer Machine	\$124.73
Blarney Castle Oil	Golf Course Fuel	\$16.00
Charles J. Palmer, P.C.	March 2021 Attorney Fees	\$3,998.24
ETNA	Water Meter Parts	\$1,799.67
Grainger	DDA Light Pole Fixtures/Sewer Machine Switch	\$61.77
Harrell's	Golf Lawn Care	\$570.00
Kimball Midwest	DPW Shop Supplies	\$96.94
KSS	DPW Hand Twl/Toilet Paper-LBE Hand Soap/Roll Twls	\$250.69
Lynn Auto Parts	March 2021 Statement	\$1,756.73
Miller Canfield Paddock & Stone PLC	Attorney Fees February and March 2021	\$5,103.50
MML	ASST CMGR Job Ad/Marina Director Job AD	\$184.56
Oscar W. Larson Co.	Marina Annual "A" Operator Renewal	\$500.00
Pomasl Fire Equipment	SCBA Equip/DPW E-Flood Fire Box	\$6,808.42
Quill	Purchase Orders	\$202.98
R&R Fire Truck Repair, Inc.	SIFD Truck Repair/Maintenance	\$1,085.18
Sault Printing Company	Feb & March 2021 Copier/Printer	\$90.57
Spartan Nash	March 2021 Statement	\$20.34
St. Ignace Auto	March 2021 Statement	\$22.46
St. Ignace True Value	March 2021 Statement	\$7,047.00
Sticker Mule	Marina/Boat Launch Permit Stickers 2021	\$146.00
Ted Festerling LLC	Street Sweeper Gutter Brooms/Snowblower Cutting Edge	\$1,878.68
The St. Ignace News	March 2021 Statement	\$523.08
Upper Peninsula Golf Assoc.	2021 Membership	\$125.00
USGA	2021 Membership	\$150.00
Valley Truck Parts	T-35 Axle Shaft	\$110.00

Total **\$33,571.25**

OLD BUSINESS - None.

NEW BUSINESS

City Manager Long informed Council that Hannah Tropiano, the Events/Program Coordinator for Little Bear East, began employment Monday, April 19, 2021. City Manager Long also announced that Stephanie Baar has been hired as the Assistant to the City Manager.

A. POLICE CHIEF VACATION REQUEST:

Police Chief Brown requested Council's approval to schedule vacation leave from July 5th through the 10th, which are dates within his employment contract that require the Police Chief to be on duty. It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve Police Chief Brown's request for vacation leave July 5 – 10, 2021.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

B. DOCK 3 LEASE AGREEMENT AMENDMENT:

Councilmember Fullerton informed Council that the "First Amendment to Lease" document addresses the original 2019 Lease between the City and Mackinac Island Freight Company, LLC. Amendments include extending the term of the lease from January 1, 2021 through December 31, 2049; a schedule of annual lease payments and recognizing the new construction storage building, as well as waiving tax obligations on the property.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve the First Amendment to Lease document as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

C. RESOLUTION DOCK 3:

RESOLUTION

At a meeting of the City Council of St. Ignace, held on April 19, 2021,

MOTION MADE by Councilmember LaLonde, supported by Councilmember Fullerton.

IT IS HEREBY RESOLVED THAT:

1. The City of St. Ignace owns a parcel of land known as Dock 3, located in Private Claim 2, City of St. Ignace, Mackinac County, Michigan; and
2. Mackinac Island Freight Company LLC d/b/a Arnold Freight Company has requested that the City of St. Ignace lease a portion of that Dock, pursuant to the terms of a lease document, a

- copy of which is attached; and
3. The City of St. Ignace agrees that all of the proceeds from the lease shall be used for a public purpose.

WHEREFORE, IT IS HEREBY RESOLVED that the City of St. Ignace shall enter into the attached lease agreement with Mackinac Island Freight Company, subject to the approval of the Michigan Department of Transportation.

ROLL CALL VOTE:

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

Nay: None.

Absent: Mayor Litzner and Councilmember Tremble.

Resolution declared Adopted.

D. LIQUOR LICENSE GANESHA STUDIOS, LLC:

Scott Marshall, DDA Director, informed Council that Ganesha Studios, LLC has applied for a liquor license for 316 N State St., formerly the Boardwalk Inn. Charlie Chiara, the owner, announced his intentions of renovating the building in 2021 by providing upgrades for a boutique hotel and lobby bar with a capacity of 35 people. The DDA has supplied a letter of support to acquire the Class C license. It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Clapperton, to approve Ganesha Studios, LLC acquiring a liquor license for 316 N State Street.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

E. RESOLUTION OF SUPPORT: LIQUOR LICENSE GANESHA, LLC:

RESOLUTION

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

WHEREAS, the City of St. Ignace, Downtown Development Authority (DDA) was established pursuant to Act 197 of the Public Acts of Michigan of 1975, and with City of St. Ignace Ordinance Number 465 effective November 28, 1981; and

WHEREAS, the City of St. Ignace established the St. Ignace Downtown Development Authority District as its "Redevelopment Project Area" as required in Public Act 501 of the Public Acts of 2006, Section 521a(1) of the Michigan Liquor Control Code of 1998, being MCL 436.1521a(1) by resolution of the St. Ignace City Council at its regularly scheduled City Council meeting of February 18, 2013; and

WHEREAS, the St. Ignace Downtown Development Authority has established and documented the required public and private investment in the DDA District to qualify for redevelopment liquor licenses; and

WHEREAS, Ganesha Studios LLC, has declared its intent to renovate the building located within the St. Ignace DDA District Redevelopment Project Area at 316 North State Street by providing upgrades and improvements with expenditures exceeding \$75,000 and providing dining with seating in excess of 25 persons, and that said, improvements would prevent further deterioration and promote economic growth within the DDA District;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Ignace recommends that the Michigan Liquor Control Commission issue a Class C liquor license under the provisions of Section 521a(1)(b) of the Michigan Liquor Control Code of 1998, being MCL 436.1521 to Ganesha Studios LLC, 316 North State Street, St. Ignace, Michigan.

Roll Call Vote:

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

No: None.

Absent: Mayor Litzner and Councilmember Tremble.

Resolution declared Adopted.

F. RESOLUTION ST. IGNACE CRUISE SHOW WEEKEND 2021:

Resolution

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

WHEREAS, St. Ignace Visitors Bureau requests permission to conduct the “46th Annual St. Ignace Cruise Show Weekend” 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, June 24 through Sunday, June 27, 2021, 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 the “46th Annual St. Ignace Cruise Show Weekend”, and

FURTHER BE IT RESOLVED that the City does approve street closures, subject to compliance with the City and MDOT rules and regulations, and the use of the following areas and dates:

46th Annual St. Ignace Cruise Show Weekend– June 24, 25, 26, 27, 2021 at the American Legion Park, parking lot only, and other public properties located between Marquette Street and Church Street on State Street.

The Car Show on Saturday, June 26, 2021, Ojibwa Trail will be closed from 7 a.m. to 5 p.m. (not including Museum parking area); Marquette Street to Church Street from 4 a.m. to 5 p.m., subject to MDOT approval.

Roll Call Vote:

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

No: None.

Absent: Mayor Litzner and Councilmember Tremble.

Motion carried unanimously.

G. RESOLUTION TASTE OF ST. IGNACE WITH HIGHLAND GAMES 2021:

RESOLUTION

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

WHEREAS, St. Ignace Visitors Bureau requests permission to conduct the “Taste of St. Ignace With Highland Games”; and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, “The Peddler’s Ordinance”, 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 must provide the City Council with all of the information required by Ordinance No. 413, 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

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

WHEREAS, this event requires the usage of the St. Ignace Little Bear East Arena South parking lots and circle lawn area, 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 Ordinance 413 of the City of St. Ignace; and

FURTHER, BE IT RESOLVED that the City Council does approve St. Ignace Visitors Bureau to be a "Special Events Organization", and grants the use of the Little Bear East Arena South parking lots and lawn on Saturday, June 5, 2021, from 8 a.m. to 8 p.m., 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 the "Taste of St. Ignace With Highland Games."

Roll Call Vote:

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

No: None.

Absent: Mayor Litzner and Councilmember Tremble.

Motion carried unanimously.

H. NEW GARAGE DOOR FOR DPW & AMENDMENT TO EQUIPMENT FUND 641:

DPW Director Fraser provided Council with pictures of the current DPW garage door, showing the need for replacement. DPW Director requested Council's approval to purchase and install a new garage door with Overhead Door Company of Sault Ste. Marie for \$3,582.

City Manager Long also informed Council that a budget amendment may be needed in the Equipment Fund.

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the purchase and installation of a new door on the DPW garage from Overhead Door Company for \$3,582 and for the amendment to the Equipment Fund, if needed.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

I. TRANSFER OF AMBULANCE TITLES TO THE ST. IGNACE AREA EMS:

Mark Wilk, Area Manager for the St. Ignace Area EMS Council, requested City Council's approval to transfer ownership of three ambulances, currently in the City's name, to the St. Ignace Area EMS Council, who possesses and operates the vehicles. The ambulances are the 2017 McCoy, 2016 McCoy and the 2011 ambulance.

It was moved by Councilmember LaLonde, seconded by Councilmember Clapperton, to approve the transfer of ownership of the three ambulances from the City of St. Ignace to the SI Area EMS Council.

Roll Call Vote:

Yes: Councilmember LaLonde, Mayor Pro-Tem St. Louis, Councilmembers Clapperton and LaLonde.

No: Councilmember Pelter.

Motion carried four to one.

K. INTRODUCE AND SET A PUBLIC HEARING FOR REGULATION OF SHORT TERM ORDINANCE:

City Manager Long introduced the most recent draft of the Short Term Rental Ordinance and informed Council that a Public Hearing will be scheduled for June 7th at 5 p.m. in the Little Bear East Conference Center.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember LaLonde, to approve the Public Hearing scheduled for June 7th at 5 p.m. in the Little Bear East Conference Center.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

L. POSTING DRAFT OF SHORT TERM RENTAL ORDINANCE IN NEWSPAPER:

City Manager Long discussed the availability for the Short Term Rental Ordinance draft to be viewed by the public. It was decided to minimize expense, the draft will be available for viewing at the Library, City Hall, online at the City's website and for request by phone to the Clerk's office.

ADDITIONS TO THE AGENDA:

City Manager Long requested Council's approval to set a Public Hearing for the DWSRF Project Plan on June 7th at 7 p.m. during the Regular Council meeting at Little Bear East Conference Center.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve scheduling the Public Hearing.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT

Public comment was received regarding Recreation programs, community clean up during Earth Day and trash at the Dock 3 park and parking areas.

CITY MANAGER'S REPORT

City Manager Long informed Council that training and implementation of the new City website is planned for June.

COMMITTEE REPORTS

No committee reports were discussed.

COUNCILMEMBER COMMENTS

Councilmembers welcomed new employees and expressed their excitement for the summer events.

There being no further business, the meeting adjourned at 8:16 p.m.

Robert St. Louis, Mayor Pro-Tem

Andrea Insley, City Clerk/Treasurer

