

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

A Regular Meeting of the St. Ignace City Council was held on Monday, September 19, 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 led the invocation.

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

**ABSENT:** Councilmember Fullerton. It was moved by Councilmember Cronan, seconded by Mayor Pro-Tem St. Louis, to excuse Councilmember Fullerton from the meeting due to being out of town. Motion carried unanimously.

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

**ADDITIONS TO THE AGENDA**

Mayor LaLonde – Closed session to discuss pending litigation per Section 8(e), MCL 15.268(e).  
Mayor LaLonde – City Manager evaluation recommendations.

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

Public comment was received regarding Closed Session minutes.

**CONSIDERATION OF MINUTES OF THE SEPTEMBER 6, REGULAR COUNCIL MEETING & SEPTEMBER 12, 2022, SPECIAL MEETING:**

It was moved by Councilmember Williford, seconded by Councilmember Cronan, to approve the minutes of the September 6, Regular Council meeting and the September 12, 2022, Special Meeting as presented.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**OLD BUSINESS**

No Old Business was discussed.

**NEW BUSINESS**

**A. SEWER CAMERA PURCHASE**

City Manager Long informed Council that the City received a spring Sault Tribe 2% contribution of \$5,152 for a compact video inspection system camera to be utilized on the sewer line. Three

quotes were collected from the following: Lynn Auto at \$6,999; TEquipment at \$6,827 (before shipping); and Milwaukee at \$7,039.

After some discussion, it was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Cronan, to approve purchasing the sewer camera system from Lynn Auto for \$6,999.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**B. FIRE DEPARTMENT MOWER PURCHASE**

City Manager Long requested Council's approval to purchase a lawn mower for the Fire Department, presenting the same three price quotes that were presented for the Water Department's purchase last month. Fire Chief Montie noted his recommendation to Council to purchase the same type of mower as the Water Department from Cut River Small Engine Repair for \$7,000.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Cronan, to approve purchasing the Husqvarna Z460 for \$7,000 from Cut River Small Engine Repair.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**C. TRIM TREES ON RAILROAD GRADE**

City Manager Long informed Council that a resident along Goudreau Street had requested permission to cut some trees owned by the City in front of their house to improve the lake view with the cost being covered by the resident.

At this time, it was moved by Councilmember Pelter, seconded by Councilmember Cronan, to not approve cutting the City's trees.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**D. CORRECTIVE ACTION PLAN MONITORING**

Council was presented with a completed application for Corrective Action Plan (CAP) Monitoring addressed to the Michigan Department of Treasury. The form is a periodic requirement to comply with the original CAP established in 2019, as a result of the City's non-compliance with Act 202 of 2017.

It was moved by Councilmember Pelter, seconded by Mayor LaLonde, to approve submission of the CAP Monitoring application for certification of compliance to the State of Michigan Department of Treasury.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**E. OVERNIGHT STAY – CHIEF BROWN**

Police Chief Brown requested Council's approval for an overnight training from Core Technology in Lansing recognizing Law Enforcement Day. Only lodging expenses will apply. It was moved by Councilmember Cronan, seconded by Mayor Pro-Tem St. Louis, to approve the training and lodging for one night in Lansing.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**F. MERS ANNUAL CONFERENCE – CLERK/TREASURER INSLEY**

City Clerk/Treasurer Insley requested Council's approval to attend the annual MERS Conference in Traverse City from September 25th through 27th. It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve the City Clerk/Treasurer attending the annual MERS Conference in Traverse City.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**G. BUDGET AMENDMENTS**

City Manager Long presented Council with a list of budget amendments in funds 101, 202, 203, 249, 509, 590 and 594 for consideration.

It was moved by Councilmember Williford, seconded by Mayor Pro-Tem St. Louis, to approve the budget amendments as presented.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**H. FINANCIALS**

City Manager Long informed Council that the revenue and expense reports have been provided for the funds that were included in the budget amendments. After some discussion comparing contracted services against services the DPW provides, it was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Cronan, to approve the financials as presented.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**ADDITION TO THE AGENDA****Mayor LaLonde – City Manager Evaluation recommendations.**

Mayor LaLonde stated that the three pages of recommendations given for the City Manager's evaluations will be displayed on the City's website. The recommendations will be listed as requirements in the City Manager's employment contract along with a formal progress review every three months by the City Council.

**CONSIDERATION OF BILLS**

City Clerk/Treasurer Insley stated that the total amount of the bills for approval had been reduced due to some discrepancies in three different invoices\*, bringing the total amount of bills to be \$93,324.56.

It was moved by Mayor Pro-Tem St. Louis, seconded by Mayor LaLonde, to approve paying the bills in the amount of \$93,324.56.

Airgas	DPW Rental Gas	\$173.95	
Allied 100	Marina AED	\$2,984.00	
Andy's Feed Station	Parks Straw and Weed Killer/LBE Park Grass Seed	\$785.50	*
Arctic Glacier	Marina Ice	\$236.76	
Arrow Signs	Street Signs/LBE Center Ice Logo and Park Signs	\$3,075.00	*
Bam Tools	DPW Battery	\$111.30	
Belonga Excavating	Rental Equipment- Little Bear Park	\$524.50	
Belonga Plumbing	Marina Repair/Sewer Repair	\$2,754.76	
Blarney Castle Oil Co.	Marina Fuel	\$25,228.48	
Blarney Castle Oil Co.	Golf Cart Fuel	\$786.40	
Candlewood Suites, East Lansing	SIPD-T. Brown Lodging	\$111.28	*
Charles J. Palmer, P.C.	August 2022 Statement	\$5,008.79	
ETNA	WTR Line Supplies/Storm Drain Supplies	\$2,463.63	

Ferguson	Water Marking Flags	\$59.24
Galls	SIPD-Garrison Belt	\$27.60
Grand Traverse Resort	MERS Retirement Conference - A Insley	\$388.80
Hach	WTR Plant Supplies	\$284.91
Hawkins	Water Plant Supplies	\$80.00
Keeney Swearer	LBE Park Artwork Signs	\$800.00
KSS	LBE Supplies	\$610.91
Kurt Ney	Golf Cart Rental August	\$1,506.00
Lynn Auto Parts	August 2022 Statement	\$2,399.23
Mackinac County Treasurer	Water System Notification	\$56.24
Mackinac Sales	T-42 Brake Control	\$47.70
MERS of Michigan	Retirement Conference-A Insley	\$205.00
Michigan Ammo LLC	SIPD-Ammo	\$815.00
Michigan State Police	SIPD Token Fee 7-1 to 9-30- 2022	\$33.00
Mid America Rink Services	LBE-Jet Ice	\$1,959.00
Miller, Canfield, Paddock and Stone PLC	Legal Services through August 9, 2022	\$6,633.00
Mparks	LBE - Rec Director Job Posting	\$100.00
National Office Products	August 2022 Statement WWTR Supplies/WTR Purification System	\$3,416.70
NCL Labs		\$565.64
Pitney Bowes	Postage Meter Lease	\$407.94
Plunkett Cooney	Legal Services-Grievance Investigation	\$5,702.08

R&R Fire Truck Repair Inc.	SIFD-Pierce Rescue Repair	\$12,980.54
Rudyard Electric	WTR Plant Electrical Repair	\$4,035.00
Sault Printing Co., Inc	July and August 2022 Statement	\$145.34
Spartan Nash	August 2022 Statement	\$179.13
St. Ignace Auto	August 2022 Statement	\$212.55
St. Ignace True Value	August 2022 Statement	\$1,308.68
State of Michigan LARA	Boiler Inspection City Garage	\$130.00
Straits Building Center	August 2022 Statement	\$631.36
The St. Ignace News	August 2022 Statement	\$466.88
USA Bluebook	WWTR/WTR Glassware and Supplies	\$1,161.23
Witmer	SIFD-Rope and Supplies	\$1,731.51
		<b>\$93,324.56</b>

#### **Roll Call Vote**

Yes: Councilmember Cronan, 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)*

Public comment was received regarding the downtown street closing for the Truck Show on Friday, and the City's mowing expenses.

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

City Manager Long informed Council that there will be a fire truck demo display on Sunday, September 25<sup>th</sup> at 8:30 a.m. from the company Sutphen. Other City business was discussed regarding the E-Waste event, office equipment contracts, scheduling for the next Dock 3 meeting and the meeting to discuss the pool at LaSalle High School.

#### **COMMITTEE REPORTS**

Planning Commission – Planning Chairperson Betsy Dayrell-Hart stated the Planning Commission is seeking to delete the clauses in the Short-Term Rental Ordinance that have to do with variances for a category-two property. In turn, they would like to add to the allowed

uses in residential districts that a short-term rental dwelling is allowed if a current valid permit is acquired by the property owner. At this time, it was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve scheduling a Public Hearing for Monday, October 17<sup>th</sup> at 6:00 p.m. regarding the proposed Ordinance updates.

#### **Roll Call Vote**

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

No: None.

Motion carried unanimously.

Finance Committee – City Manager Long discussed the Finance Committee’s items in the City Manager report regarding the IT and office equipment contracts and the school’s pool meeting.

#### **COUNCILMEMBER COMMENTS**

Councilmember comments were received regarding the following: recognizing September 30<sup>th</sup> as “Orange Shirt Day”; the Public Comment process during meetings; the overgrown grass along West US 2 near the cloverleaf; the Marina Director contract renewal; and Truck Show.

#### **ADDITION TO THE AGENDA**

#### **Mayor LaLonde – Closed Session per Section 8(e), MCL 15.268(e), pending litigation.**

It was moved by Councilmember Cronan, seconded by Mayor Pro-Tem St. Louis, to enter into Closed Session [Section 8(e) MCL 15.268(e)] at 8:20 p.m. to discuss pending litigation with City Attorney Palmer. Motion carried unanimously.

Council returned from Closed Session at 9:09 p.m.

There being no further business, the meeting adjourned at 9:10 p.m.

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**William LaLonde, Mayor**

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**Andrea Insley, City Clerk/Treasurer**