

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

A Regular Meeting of the St. Ignace City Council was held on Monday, December 2, 2019, in the Council Chambers at City Hall.

The meeting was called to order at 7:00 p.m. by Mayor Litzner, with the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

**Present:** Councilmembers Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis and Tremble.

**Absent:** None.

**Staff Present:** Mike Stelmaszek, City Manager; Bill Fraser, DPW Director; Kyle Mulka, City Assessor; Andrea Insley, City Clerk/Treasurer.

**Consideration of minutes from November 18, 2019 Council meeting:**

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem Paquin, to approve the minutes from November 18, 2019. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding the hiring of the Little Bear East Events Programmer.

**Additions to the Agenda:**

Mayor Litzner – Committee appointments.

**1. INTRODUCTION OF ORDINANCE 650 “2020 ANNUAL APPROPRIATION BILL:**

City Manager Stelmaszek presented Ordinance No. 650, “2020 Annual Appropriation Bill” for Council’s consideration.

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem Paquin, to introduce Ordinance No. 650. Motion carried unanimously.

At this time, it was moved by Councilmember Fullerton, seconded by Councilmember St. Louis, to schedule a Public Hearing for the next Regular City Council meeting on Monday, December 16, 2019 at 7:00 p.m. for Ordinance No. 650. Motion carried unanimously.

**2. REQUEST APPROVAL OF SEWER RATE INCREASE:**

City Manager Stelmaszek informed Council that after reviewing the increases already planned for the sewer rates in 2020 and the added debt to the system, another one and a half percent increase should be implemented. After some discussion, it was moved by Councilmember Tremble, seconded by Councilmember St. Louis, to approve the sewer rate increase of three percent effective January 1, 2020. Motion carried six to one.

**3. RESOLUTION TO WAIVE PENALTIES FOR LATE FILINGS OF PTA’S:**

**RESOLUTION**

**To Waive Penalties for Non-Filing of Property Transfer Affidavits under MCL 211.27b**

The following Resolution was offered for adoption by Councilmember Fullerton, seconded by

Mayor Pro-Tem Paquin:

WHEREAS, MCL 211.27a(10) requires the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership, on a form prescribed by the State Tax Commission that states the parties to the transfer, the date of the transfer, the actual consideration for the transfer, and the property's parcel identification number or legal description and

WHEREAS, MCL 211.27b(1) requires that if the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property does not notify the appropriate assessing office of the transfer, then penalties as described in MCL 211.27b(1)(c) or (d) are levied and

WHEREAS, MCL 211.27b (5) provides that the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under MCL 211.27b (1)(c) or (d).

THEREFORE BE IT RESOLVED that the City of St. Ignace waives the penalty for failure to file the Property Transfer Affidavit following a transfer of ownership pursuant to the local unit's authority contained in MCL 211.27b.

Roll Call Vote:

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

No: Councilmember Pelter.

Absent: None.

Resolution declared Adopted.

#### **4. REQUEST TO ATTEND ZONING CERTIFICATION PROGRAM:**

City Manager Stelmaszek requested Council's permission for Kyle Mulka, City Assessor, to attend the Zoning Administrator Certificate Program in Bay Harbor, Michigan February 6 – 7<sup>th</sup>. It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve the City Assessor's attendance the program, as well as an overnight stay, if needed, due to inclement weather. Motion carried unanimously.

#### **5. BID OPENING FOR DPW EQUIPMENT SALE:**

City Manager Stelmaszek presented Council with one bid received by Wayne Davis for the following equipment:

1979 Ford F800 Fire Truck for \$1,100; 1967 John Deere 210 tractor for \$ 850; 2006 Holder 4.74 for \$11,500.

It was moved by Councilmember St. Louis, seconded by Councilmember Pelter, to award the sale bid to Wayne Davis for all three pieces of equipment. Motion carried unanimously.

#### **6. REQUEST TO PURCHASE ELECTRONIC HANDHELD METER READER:**

Bill Fraser, DPW Director, requested Council’s approval to purchase a replacement electronic, handheld meter reader for the Water Department’s broken one.  
 It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem Paquin, to approve the purchase of the electronic handheld meter reader for \$7,800. Motion carried unanimously.

**Additions to the Agenda:**

**Mayor Litzner – Committee Appointments:**

Mayor Litzner announced the appointments to the Dock #3 Committee to be Councilmember Fullerton, Mayor Pro-Tem Paquin and Mayor Litzner.

Mayor Litzner also announced the appointments to the Finance/Utility Committee to be Councilmember Tremble, Mayor Pro-Tem Paquin, Councilmember St. Louis and Mayor Litzner.

It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve the appointments to both committees. Motion carried unanimously.

**Public Comment:**

Public comment was received regarding Council Work Sessions, the Lighthouse and potential dangers of the lakeshore erosion and tax base revenues.

**Consideration of Bills:**

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$14,315.37. Motion carried unanimously.

**The following bills were presented to Council for payment:**

ADVANCED VOIP DATA LLC	3,655.50
ASCOM NORTH INC.	465.00
BELONGA EXCAVATING, LLC	720.00
BODYBUILDER'S DISCOUNT OUTLET, INC	3,310.35
CITY OF ST IGNACE	30.52
ELIZABETH MARIE O'BOYLE	260.00
GBS Inc	1,348.93
HD SUPPLY FACILITIES MAINTENANCE LT	762.35
KSS ENTERPRISES	380.70
MACKINAC PLUMBING AND HEATING CO	176.50
NATIONAL OFFICE PRODUCTS	702.57
NCL OF WISCONSIN INC	1,017.61
OK INDUSTRIAL SUPPLY	38.85
PARAGON LABORATORIES, INC	169.00
POMASL FIRE EQUIPMENT	116.30
STATE OF MICHIGAN	25.00
SYNCB/AMAZON	26.13
THE FEED STATION	267.70
WHISKEY RIVER INC	503.41
WIX.COM	338.95
Grand Total:	\$ 14,315.37

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**



