

**Council  
Proceedings  
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, February 5, 2018, 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 Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble and Mayor Litzner.

**Absent:** None.

**Staff Present:** Mike Stelmaszek, City Manager; Andrea Insley, City Clerk/Treasurer; Mark Wilk, Police Chief; Scott Marshall, Recreation Director.

**Consideration of minutes from January 15, 2018 Council meeting:**

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to approve the minutes of January 15, 2018. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding concerns about the height of the guardrail on Prospect Street.

**Additions to the Agenda:**

**Mayor Pro-Tem Paquin – Bayside Live Agreement**

Mayor Pro-Tem Paquin presented Council with a change in the original Bayside Live agreement between the City and the St. Ignace Chamber of Commerce. The St. Ignace Visitors Bureau and the St. Ignace Events Committee will now be the coordinator for the 2018 Bayside Live Concert Series, replacing the St. Ignace Chamber of Commerce. All other aspects of the agreement will remain the same.

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem Paquin, to accept the agreement with the St. Ignace Visitors Bureau and St. Ignace Events Committee. Motion carried unanimously.

**1. APPROVAL OF BILLS FROM JANUARY 15 COUNCIL MEETING:**

It was moved by Mayor Litzner, seconded by Councilmember Clapperton, to approve payment of the bills presented at the January 15, 2018 Council meeting. Motion carried unanimously.

**2. RESOLUTION ON LANE REDUCTION FOR MDOT PROJECT:**

Resolution Lane Reduction

At the meeting of the St. Ignace City Council on February 5, 2018, the following resolution was offered for adoption:

The following resolution was offered for adoption by Mayor Pro-Tem Paquin, supported by Councilmember St. Louis.

WHEREAS, the residents of the City of St. Ignace would like to provide a safe community for pedestrian; and

WHEREAS, the City of St. Ignace requests that the Michigan Department of Transportation (MDOT) to convert highway BL I-75 from 4 travel lanes to 2 travel lanes with a center lane for left turns (3 lanes) from Marquette Street to Antoine Street; and

WHEREAS, the proposed changes would be included with current construction projects; and

WHEREAS, THEREFORE BE IT RESOLVED that the City of St. Ignace City Council does support and is formally requesting that MDOT convert the 4-lane BL I-75 to a 3-lane cross section at or near Marquette Street to Antoine Street.

Roll Call Vote:

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

Nays: Councilmember Fullerton

Absent: None.

Resolution declared Adopted.

**3. RESOLUTION FOR JEEPS ON THE MAC 2018:**

**RESOLUTION**

The following Resolution was offered for adoption by Mayor Litzner, supported by Mayor Pro-Tem Paquin:

**WHEREAS**, the St. Ignace Events Committee request permission to conduct the Jeeps on the Mac, and

**WHEREAS**, this event requires the usage of I-75NB and I-75BL and 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 Events Committee 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 I-75NB, I-75BL and the St. Ignace Little Bear East Arena parking lot for this event on April 20, 2018.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

#### **4. RESOLUTION FOR ANTIQUES ON THE BAY AND ST IGNACE CAR SHOW:**

##### **"Antiques on the Bay" and "St. Ignace Car Show" Resolution**

The following resolution was offered for adoption by Mayor Litzner, supported by Mayor Pro-Tem Paquin:

**WHEREAS**, St. Visitors Bureau requests permission to conduct the "Antiques on the Bay", and "St. Ignace Car Show" 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

THEREFORE BE IT RESOLVED, that the City Council has determined that the 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 these events on the days of June 22 and 23, 2018, June 28, 29, 30, 2018 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, "Antiques on the Bay "or "Car Show", and

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

- A. Antiques on the Bay – June 22 and 23, 2018, Marina Parking Lot and adjoining properties;
- B. St. Ignace Car Show – June 28,29, 30,2018, American Legion Park, parking lot only, and other public properties located between Marquette Street and Church Street on State Street for the Car Show on Saturday, June 30, 2018 between 4:00 a.m. and 5:00 p.m., and State A Street and Church Street, for the parade on Friday, June 29, 2018, from 6:00 p.m. to 10:00 p.m., subject to MDOT approval.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

## **5. RESOLUTION TO ADOPT ALTERNATIVE MARCH BOARD OF REVIEW DATES 2018:**

### **RESOLUTION TO ADOPT ALTERNATIVE DATE FOR MARCH BOARD OF REVIEW**

The following Resolution was offered by Councilmember Clapperton, supported by Councilmember Pelter:

WHEREAS, Public Act 122 of 2008 MCL 211.30(2), which allows Cities and Townships to adopt an alternative date for the March Board of Review.

WHEREAS MCL 211.30(2) allows the governing body of the City or Township to authorize by adoption of an ordinance or resolution for the following alternative meeting date for the purpose of this section:

(a). The alternative meeting dates in March as follows:

Monday, March 5, 2018	Organizational Meeting
Tuesday, March 20, 2018	Appeals of assessments
Wednesday, March 21, 2018	Appeals of assessments

NOW, THEREFORE, BE IT RESOLVED that the St. Ignace City Council approves alternate meeting dates for the March Board of Review.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

#### **6. REQUEST TO ADVERTISE AND HIRE A FULL-TIME ASSESSOR/ORDINANCE ENFORCEMENT PERSON:**

City Manager Stelmaszek informed Council the City will need to fill the Assessor position as soon as possible, as the interim Assessor, Dawn Nelson, has agreed to assist the City thru the end of the current tax season. City Manager Stelmaszek also encouraged Council to consider a combined position to fulfill Ordinance enforcement. The City Police Department will serve as ordinance enforcement until someone is hired and trained.

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Fullerton, to approve the request to advertise and hire a full-time assessor/ ordinance enforcement person. Motion carried unanimously.

#### **7. REQUEST FOR APPROVAL OF SUNSCREEN DISPENSERS IN DDA DISTRICT:**

City Manager Stelmaszek introduced Amanda Garlock, on behalf of Kiwanis, who is requesting to establish sunscreen dispensers throughout the DDA District's parks. Ms. Garlock informed

Council this is a new program that has been approved by Kiwanis to make sunscreen available free of charge to visitors and bring awareness to melanoma. Dispensers will be established and maintained by Kiwanis at no charge to the City and will utilize an all-natural sunscreen product. It was moved by Councilmember St. Louis, seconded by Councilmember Tremble, to approve Kiwanis to establish sunscreen dispensers in the American Legion Park, Chief Wawatam Park and Kiwanis Park for public use. Motion carried unanimously.

**8. FORENSIC AUDIT APPROVAL:**

City Manager Stelmaszek informed Council that Anderson Tackman is scheduled to perform a forensic audit beginning February 7, 2018. After discussion from Council, it was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Tremble, to approve Anderson Tackman to perform the forensic audit. Motion carried unanimously.

**9. APPROVAL TO HIRE INTERIM ATTORNEY FOR CURRENT CITY NEEDS:**

City Manager Stelmaszek requested Council’s authorization to hire an interim attorney to handle the City’s legal needs until a City Attorney is hired. After brief discussion, it was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to authorize City Manager Stelmaszek to hire an interim attorney until a City Attorney can be established. Motion carried unanimously.

**Public Comment**

Public comment was received regarding follow through on violations of code ordinance, the need for a full time assessor and code enforcement position, and the Harbor Committee’s plan to complete the deck at the Marina.

**Consideration of Bills:**

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to approve payment of the bills. Motion carried unanimously.

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

BELONGA EXCAVATING, LLC	100.00
ENTERPRISE VENDING	63.69
ETNA SUPPLY COMPANY	2,588.00
EUP REGIONAL PLANNING	1,950.00
FIRE PROS, INC.	167.00
HARRIS COMPUTER SYSTEMS	762.72
HYDRITE CHEMICAL CO	1,415.74
ICEMANN ARENA, INC	106.05

INDUSTRIAL MARKETING	21,712.27
INTERSTATE BATTERIES	225.90
KIMBALL-MIDWEST	143.05
KOORSEN FIRE & SECURITY	84.38
KSS ENTERPRISES	91.04
LYNN AUTO PARTS	1,917.02
MACKINAC PLUMBING AND HEATING CO	700.47
MI ASSOCIATION OF CHIEFS OF POLICE	115.00
MICHIGAN KENWORTH LLC	255.58
NATIONAL OFFICE PRODUCTS	3,447.46
NATIONAL SAFETY COMPLIANCE INC	96.60
NEW ENGLAND SPORTS SALES	163.55
OMS COMPLIANCE SERVICES	79.50
R S SCOTT ASSOCIATES	9,164.00
RAYMOND D. RUSSELL	300.00
RTI LABORATORIES INC.	342.00
SAULT PRINTING COMPANY	16.98
STANDARD ELECTRIC COMPANY	944.99
TERRAZZO CREATIONS & RENEWAL LLC	32,551.82
UNITEX DIRECT	981.24
Grand Total:	\$80,486.05

There being no further business, the meeting adjourned at 7:59 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**