

**Council
Proceedings
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, February 19, 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: Councilmember Clapperton, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble and Mayor Litzner.

Absent: Councilmember Fullerton. It was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to excuse Councilmember Fullerton, as he was not feeling well. Motion carried unanimously.

Staff Present: Mike Stelmaszek, City Manager; Andrea Insley, City Clerk/Treasurer; Mark Wilk, Police Chief; Scott Marshall, Recreation Director; Skip Schmidt, Library Director; Gary Sorenson, Fire Chief.

Consideration of minutes from February 5, 2018 Council meeting:

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem Paquin, to approve the minutes of February 5, 2018. Motion carried unanimously.

Limited Public Comment:

Public comment was received from Gary Sorenson, Fire Chief, commending the DPW employees for their assistance in the Fire Department's vehicle maintenance.

Additions to the Agenda:

City Manager Stelmaszek – Building Inspector memberships.

1. LIBRARY ANNUAL REPORT:

Skip Schmidt, Library Director, presented Council with a 2017 annual report for the Library, noting added income, minor improvements and an increase in usage. Police Chief Wilk, as well as other members of Council, commended the Library as hosts for a variety of training events and meetings.

2. REPORT ON THE HOPE NETWORK'S PLAN FOR THE FORMER BEACON LIVING FACILITY:

City Manager Stelmaszek introduced Lyndsay Martin with the Hope Network who presented Council with future plans for the facility formerly known as Beacon Living. Hope Network has plans to establish a facility which will offer services for people who are challenged with physical, mental or social barriers that impact how they live. Ms. Martin also announced Hope Network is scheduled to be at the St. Ignace Library for open interviews February 26th and 27th to hire for a variety of positions.

3. RESOLUTION TO ADOPT POVERTY EXEMPTION INCOME GUIDELINES AND ASSET TEST:

RESOLUTION

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

WHEREAS, the homestead of persons who, in the judgment of the City Council and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Poverty Tax Act; and

WHEREAS, the City Council is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions; and

NOW THEREFORE BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the City of St. Ignace, Mackinac County, adopts the following guidelines for the City Manager and Board of Review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person, shall do all the following on an annual basis:

- (1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- (2) File a claim with the Board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- (3) Produce a valid driver's license or other form of identification if requested.
- (4) Produce a deed, land contract, or the evidence of ownership of property for which an exemption is requested, if requested.

- (5) Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget.
- (6) Meet additional eligibility requirements as determined by the City Council, including; a **Maximum Asset Value** of \$30,000.00, to be eligible for the exemption.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

Roll Call Vote:

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

No: None.

Absent: Councilmember Fullerton.

Resolution declared Adopted.

4. RESOLUTION APPROVING ARTICLES OF INCORPORATION FOR AREA FIRE AUTHORITY AND APPOINT REPRESENTATIVES FOR THE AUTHORITY:

RESOLUTION APPROVING ARTICLES OF INCORPORATION FOR STRAITS AREA FIRE AUTHORITY

Minutes of a regular meeting of the City Council of the City of St. Ignace, County of Mackinac, State of Michigan, held on the 19th day of February, 2018, at 7 p.m., prevailing Eastern Time.

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

ABSENT: Councilmember Fullerton.

The following preamble and resolution were offered by Councilmember St. Louis and supported by Mayor Pro-Tem Paquin:

WHEREAS, this City Council on behalf of the City of St. Ignace, County of Mackinac, State of Michigan (the "City") has deemed it reasonable and necessary to establish a Fire Service authority pursuant to Act 57, Public Acts of Michigan, 1988, as amended ("Act 57"); and

WHEREAS, Articles of Incorporation establishing the Straits Area Fire Authority (the "Authority") have been prepared and presented to this Council; and

WHEREAS, it is necessary to approve of the Articles of Incorporation of the Authority and to provide for other matters relative to the Authority.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Articles of Incorporation establishing the Straits Area Fire Authority in substantially the form attached hereto be and the same are hereby approved and adopted.

2. The Mayor and City Clerk are hereby directed to endorse the fact of such adoption upon the Articles of Incorporation in the form and manner provided therein as required by Act 57.

3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

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

ABSENT: Councilmember Fullerton

NAYS: None.

RESOLUTION DECLARED ADOPTED.

ARTICLES OF INCORPORATION OF THE STRAITS AREA FIRE AUTHORITY

These Articles of Incorporation are adopted, signed and acknowledged by the incorporating municipalities for the purpose of forming a municipal emergency services authority under the provisions of Act 57, Public Acts of Michigan, 1988, as amended (“Act 57”). The Articles being as follows:

ARTICLE I

The name of this authority is the STRAITS AREA FIRE AUTHORITY (the “Authority”).

ARTICLE II

The incorporating municipalities creating this Authority are the City of St. Ignace, the Township of Moran and the Township of St. Ignace, each located in the County of Mackinac, Michigan, and each a municipal corporation of the State of Michigan.

ARTICLE III

This Authority is incorporated for the purpose of providing fire protection services to the incorporating municipalities.

ARTICLE IV

POWERS AND DUTIES:

Section 1. The Authority shall be a body corporate with power to sue and be sued in any court of the State of Michigan.

Section 2. The Authority shall have the power to enter into a contract or contracts with any incorporating municipality for the provision of fire protection services in the incorporating municipality for a period not exceeding thirty (30) years. The fire protection services may be established or funded in conjunction with any municipal emergency services, and any municipal emergency service may be delegated by contract to the Authority. The charges specified in a contract shall be subject to increase by the Authority, if necessary, in order to provide funds to meet its obligations.

The Authority may also enter into contracts with a city, village, or township that is not an incorporating municipality, for a period not exceeding thirty (30) years except that the charges for services under a contract with a non-incorporating municipality may be greater than the charges to an incorporating municipality, and shall be subject to change from time to time without notice.

Section 3. The Authority may acquire private property by purchase, lease, gift, devise, or condemnation, either within or without its corporate limits, and may hold, manage, control, sell, exchange, or lease property it has acquired. For the purpose of condemnation, it may proceed under the acquisition of property by state agencies and public corporations act, Act No. 149 of the Public Acts of 1911, and the uniform condemnation procedures act, Act No. 87 of the Public Acts of 1980, both as now or hereafter amended.

Section 4. The Authority may adopt ordinances pursuant to Act 57 that allow the Authority to assess fees on owners or occupants of property who receive fire protection services to cover the costs of providing fire protection services under Act 57.

Section 5. The Authority may apply for and accept grants, loans, or contributions from the federal government or any of its agencies, the state, or other public or private agencies to be used for any of the purposes of Act 57 and to do any and all things within its express or implied powers necessary or desirable to secure that financial or other aid or cooperation in the carrying out of any of the purposes of Act 57.

Section 6. The Authority may enter into any contracts with other entities not prohibited by law.

Section 7. The Authority may investigate emergency services requirements, needs, and programs and engage, by contract, consultants as may be necessary and cooperate with the federal government, state, political subdivisions, and other authorities in those investigations.

Section 8. The Authority may, subject to Act 57, hire employees, attorneys, accountants, and consultants as the Authority considers necessary to carry out the purposes of the Authority.

Section 9. The Authority shall possess all powers necessary to carry out the purposes of its incorporation, including those powers incident to such purposes. The powers herein granted shall be in addition to those granted by any statute or charter, and the enumeration of any power either in these articles of incorporation or in Act 57, shall not be construed as a limitation upon such general powers.

Section 10. The term of this Authority shall be perpetual, or until terminated in accordance with law.

ARTICLE V

GOVERNING BODY OFFICERS:

Section 1. The Authority shall be directed and governed by a six (6) member Board of Commissioners (referred to herein as the “Commission”). The legislative body of each incorporating municipality shall appoint two (2) voting representatives to the Commission, and each member shall serve for a full term of four (4) years; provided however that, for the first

appointment upon implementation of this section, each incorporating municipality shall appoint one (1) voting representative to serve for a term of two (2) years, and the other voting representative to serve for a term of four (4) years.

Section 2. Each member of the Commission shall qualify by taking the constitutional oath of office and filing it with his or her respective municipal clerk.

Section 3. The Commission shall designate one of its members as Chairman and one of its members as Secretary, each to be designated for such term in office as may be fixed by the bylaws. The Commission shall appoint a Treasurer who shall not be required to be a member of the Commission.

Section 4. The Commission shall adopt and may amend bylaws and rules of procedure consistent with the provisions of Act 57 and provide therein for regular meetings of the Commission.

Section 5. Vacancies occurring in the office of the Commission shall be filled for the remainder of the unexpired term by the legislative body of the incorporating municipality appointing such representative.

ARTICLE VI

EMPLOYEES:

Section 1. The Commission shall be responsible for hiring all employees of the Authority, if any. The duty may be delegated to the chief of the fire service at the discretion of the Commission.

ARTICLE VII

Section 1. The City Clerk of the City of St. Ignace is designated to cause a copy of these articles of incorporation, to be published once in the *St. Ignace News*, being a newspaper of general circulation in the territory of the Authority, as provided in Act 57, such publication to be accompanied by a notice that valid incorporation of the Authority shall be conclusively presumed unless questioned in a court of competent jurisdiction as provided in Act 57.

Section 2. The City Clerk of the City of St. Ignace is designated to cause a copy of these articles of incorporation to be filed with the Secretary of State and the County Clerk of the County of Mackinac. Each incorporating municipality shall retain a certified copy of these

articles of incorporation. A certified copy of these articles of incorporation shall also be filed with the Secretary of the Authority after the Commission has been appointed and the Secretary chosen.

Section 3. Amendments may be made to these Articles of Incorporation as provided in Act 57.

ARTICLE VIII

Section 1. These Articles of Incorporation shall become effective upon publication.

IN WITNESS WHEREOF, the City of St. Ignace, the Township of St. Ignace, and the Township of Moran, each located in the County of Mackinac, Michigan, have each adopted and caused to be endorsed in their names these articles of incorporation as hereafter set forth.

CITY OF ST. IGNACE

The foregoing Articles of Incorporation were adopted by the City Council of the City of St. Ignace, County of Mackinac, Michigan, at a meeting duly held on the 19th day of February, 2018.

By Connie Litzner

It's Mayor

By Andrea Insley

It's City Clerk

In addition to the resolution, Council briefly discussed the appointment of two Commissioners to the Fire Authority to meet and establish bylaws.

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Pelter, to appoint City Manager Stelmaszek as a two-year Commissioner and Councilmember St. Louis as a four-year Commissioner of the Fire Authority. Motion carried unanimously.

CITY MANAGER STELMASZEK – BUILDING INSPECTOR MEMBERSHIPS:

City Manager Stelmaszek requested Council authorize a membership line item be added to the budget for the City’s Building Inspector, Brian Olsen. After brief discussion, it was moved by Mayor Litzner, seconded by Councilmember Clapperton, to add a membership line item for the Building Inspector with a \$200 budget for 2018. Motion carried unanimously.

5. APPROVAL FOR A SPEAKER SYSTEM FOR THE COUNCIL CHAMBERS:

City Manager Stelmaszek informed Council he has been collecting information for a speaker system for the Council Chambers and requested authorization to purchase a system for no more than \$1500. It was moved by Councilmember Pelter, seconded by Councilmember Tremble, to approve the purchase of a speaker system for the Council Chambers up to \$1500. Motion carried unanimously.

6. CEMETERY COMMITTEE APPOINTMENT APPROVALS:

In accordance with Cemetery Ordinance 583, it was moved by Mayor Litzner, seconded by Mayor Pro-Tem Paquin, to appoint Mayor Litzner, Councilmember Tremble and Councilmember Fullerton to the Cemetery Committee for a two-year term. Motion carried unanimously.

7. APPROVAL FOR CITY MANAGER TO ATTEND MML CONFERENCE MARCH 20-21:

City Manager Stelmaszek requested Council’s approval to attend the Michigan Municipal League Legislative Conference in Lansing, Michigan, March 20th and 21st. It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve City Manager Stelmaszek to attend the MML Conference in Lansing. Motion carried unanimously.

8. FINANCIALS:

City Manager Stelmaszek reviewed the January 2018 financials with Council. It was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to approve the January 2018 financial report. Motion carried unanimously.

Public Comment

Public comment was received regarding budget projections for the next few years and the Little Bear East park project.

Consideration of Bills:

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$18,613.44. Motion carried unanimously.

The following bills were presented to Council for payment:

ACE HARDWARE	164.95
AIRGAS USA LLC	165.92
BELONGA'S PLUMBING AND HEATING	5.15
BS & A SOFTWARE	810.00
COMPLETE TRUCK & TRAILER REPAIR LLC	800.00
FEDERAL LICENSING INC.	124.00
FIRE PROS, INC.	74.00
GATEHOUSE MEDIA	132.80
KSS ENTERPRISES	210.80
LYNN AUTO PARTS	2,124.61
MACKINAC COUNTY CLERK	281.92
MICHIGAN MUNICIPAL LEAGUE	1,735.00
MORAN TOWNSHIP	115.00
NATIONAL OFFICE PRODUCTS	503.41
NCL OF WISCONSIN INC	1,884.11
NORTHERN MI CODE OFFICIALS ASSOCIA	50.00
POWER PLAN	88.02
PTL BODY SHOP	3,263.34
SAULT PRINTING COMPANY	116.46
SCOTT CONNER	180.50
SPARTAN STORES	43.02
ST IGNACE AUTOMOTIVE	482.21
ST IGNACE TRUE VALUE	361.01
THE SAULT NEWS	125.00
TOM H EVASHEVSKI P L L C	4,123.00
VERN HUYCK TRUCKING	480.00
WESLEY H MAURER JR	169.21
Grand Total:	\$18,613.44

There being no further business, the meeting adjourned at 7:55 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

