

**Council
Proceedings
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, March 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, Pelter, St. Louis, Tremble and Mayor Litzner.

Absent: Mayor Pro-Tem Paquin. It was moved by Mayor Litzner, seconded by Councilmember Fullerton, to excuse Mayor Pro-Tem Paquin, as he was out of town. Motion carried unanimously.

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

Consideration of minutes from February 19, 2018 Council meeting:

It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve the minutes of February 19, 2018. Motion carried unanimously.

Limited Public Comment: None.

Additions to the Agenda:

Councilmember Clapperton – Board of Review.

1. ANNUAL PLANNING COMMISSION REPORT:

Council commended Betsy Dayrell-Hart for her work with the Planning Commission and for providing the report summarizing their tasks and accomplishments.

2. ANNUAL RECREATION DEPARTMENT/LBE REPORT:

Scott Marshall, Recreation Director, presented Council with a 2017 annual report summarizing the financial status and achievements of the Little Bear East Community Center, ice arena, fitness center and recreation programs. Council commended Director Marshall on his report and his efforts in keeping Council informed of his department's activities and productivity.

3. APPROVAL FOR UPCOMING TRAINING IN MARCH:

City Manager Stelmaszek informed Council of City employees taking part in various trainings this month. It was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to approve the training events. Motion carried unanimously.

4. REQUEST TO FILL MARINA DIRECTOR POSITION:

City Manager Stelmaszek announced the resignation of Marina Director, Mike Singleton, and requested Council's approval to begin the process to hire a new Marina Director. After brief discussion, it was the consensus of Council to schedule a Negotiation Committee meeting to determine details of the job description and wage. It was moved by Councilmember Fullerton, seconded by Councilmember St. Louis, to authorize City Manager Stelmaszek to begin advertising for a new Marina Director. Motion carried unanimously.

5. DECISION ON CITY ATTORNEY APPLICATIONS:

City Manager Stelmaszek informed Council that after reviewing the applications received for a City Attorney, he recommends hiring two of the applicants for separate responsibilities. City Manager Stelmaszek suggested one attorney be hired to process Code Ordinance matters, while the other will perform as an interim attorney for other legal needs of the City. Council requested more information be collected on the applicants to discuss specifically what responsibilities they would be willing to take on and their availability to the City's needs. It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to authorize personal interviews with the applicants. Motion carried.

Additions to the agenda:

Councilmember Clapperton – Board of Review.

Councilmember Clapperton requested City Manager Stelmaszek verify whether any issues exist for the Board of Review in their upcoming meetings in March regarding eligibility to consider the City's tax rolls. City Manager Stelmaszek informed Council he was not aware of any specific issues, but would investigate further and provide confirmation.

Public Comment

Clyde Hart requested confirmation that the seasonal contracts for the Marina clients are being processed for the upcoming season. City Manager Stelmaszek reported Marina Director Mike Singleton has offered to assist with the process until his departure March 13th.

Consideration of Bills:

It was moved by Councilmember Pelter, seconded by Councilmember Tremble, to approve payment of the bills in the amount of \$12,003.63. Motion carried unanimously.

The following bills were presented to Council for payment:

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|--------------------------------|-------------|
| ENTERPRISE VENDING | 123.00 |
| ETNA SUPPLY COMPANY | 1,239.00 |
| GRAINGER INC | 32.60 |
| HACH COMPANY | 1,681.81 |
| HYDRITE CHEMICAL CO | 2,398.19 |
| KIMBALL-MIDWEST | 239.60 |
| KUSSMAUL ELECTRONICS | 679.71 |
| MACKINAC SALES | 381.04 |
| MICHIGAN KENWORTH LLC | 254.97 |
| MICHIGAN STEAM | 336.63 |
| NATIONAL OFFICE PRODUCTS | 177.77 |
| NCL OF WISCONSIN INC | 553.77 |
| PARAGON LABS | 615.00 |
| RICHARD M PERRY | 50.00 |
| RUDYARD ELECTRICAL SERVICE INC | 678.09 |
| SPAULDING MFG INC | 176.37 |
| TYLER LANE | 554.00 |
| WESLEY H MAURER JR | 1,374.02 |
| WINDEMULLER ELECTRIC INC | 458.06 |
| Grand Total: | \$12,003.63 |

There being no further business, the meeting adjourned at 7:35 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer