

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 1, 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: Councilmember Clapperton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis and Tremble.

Absent: It was moved by Mayor Litzner, seconded by Councilmember Clapperton, to excuse Councilmember Fullerton from the Council meeting due to being out of town.
Motion carried unanimously.

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

Consideration of minutes from March 18, 2019 Council meeting:

It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve the minutes of March 18, 2019. Motion carried unanimously.

Consideration of minutes from March 25, 2019 Special meeting:

It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve the minutes of March 25, 2019. Motion carried unanimously.

Limited Public Comment: None.

Additions to the Agenda:

Mayor Pro-Tem Paquin – Blight update.

City Manager Stelmaszek – St. Ignace Police Department announcement.

1. MACKINAC COUNTY HEALTH MILLAGE RENEWAL:

Mayor Litzner introduced Mike Grisdale, Director of Marketing for Mackinac Straits Health System, to speak in reference to the upcoming Health Services millage renewal for Mackinac County in the May 7th Special Election.

2. BID OPENING AND RECORDING:

City Manager Stelmaszek informed Council only one bid was received for the Lakeside Cemetery lawn maintenance advertisement from Kyle Brow with Precision Edge Outdoor Services for a total of \$7,200. It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to award the 2019 Lakeside Cemetery lawn maintenance contract to Kyle Brow for a total payment of \$7,200 during May thru October. Motion carried unanimously.

City Manager Stelmaszek presented two bids to Council that were received for the City residential trash collection advertisement; one from Waste Management and one from Green For Life (GFL). The bid from Waste Management included \$13/month for a 96-gallon receptacle, \$7/month for a 64-gallon receptacle with weekly curbside pickup and \$1.15/month for a recycling receptacle and monthly curbside pickup. GFI submitted their bid of \$12.90/month for a 96-gallon receptacle, \$6.10/month for a 64-gallon receptacle and monthly curbside recycling with receptacle included. The award for the residential trash collection contract is planned for the next regular Council meeting April 15th.

3. RECOMMENDATION FOR MARINA DIRECTOR POSITION:

City Manager Stelmaszek informed Council that the recommendation brought forward from the March 25th Special Council meeting was to hire Craig Lehrke for the position of Marina Director at an annual salary of \$30,000 with no benefits. It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the hiring of Craig Lehrke as the Marina Director. Motion carried unanimously.

4. APPROVAL OF ELECTION OFFICIALS:

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to approve the Election Officials for the Special Election May 7, 2019. Motion carried unanimously.

5. RESOLUTION FOR JEEP THE MAC 2019:

RESOLUTION

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

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:

Friday, April 26, 2019

Roll Call Vote:

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

No: None.

Absent: Councilmember Fullerton

Resolution declared Adopted.

6. RESOLUTION FOR ARTS DOCKSIDE 2019:

Resolution

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

WHEREAS, the St. Ignace Business Association requests permission to sponsor and hold the “Arts Dockside”, and

WHEREAS, the event requires the use of public streets and property in the Dock No. 2 area, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, “The Peddler’s Ordinance”, as amended, requires certain criteria be met by the St. Ignace Business Association in compliance with the “Special Events” requirements of the City, and

WHEREAS, the St. Ignace Business Association has provided the City Council with all of the information required by Ordinance No. 413.

THEREFORE BE IT RESOLVED, that the City Council has determined that the St. Ignace Business Association has met the criteria established in the various sections of Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the St. Ignace Business Association to be a Special Events Organization and approves the use of the Dock No. 2 area and the Easterly Northbound lane of South State Street between McCann Street on the South and Truckey Street on the North for this event on:

Saturday, August 31, 2019 and Sunday, September 1, 2019

Roll Call Vote:

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

No: None.

Absent: Councilmember Fullerton.

Resolution declared Adopted.

7. RESOLUTION PERFORMANCE FOR GOVERNMENTAL AGENCIES:

PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

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

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the City of St. Ignace, hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not

intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.

2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.

3. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.

4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

City Manager Michael Stelmaszek
DPW Director Bill Fraser

Roll Call Vote:

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

No: None.

Absent: Councilmember Fullerton

Resolution declared Adopted.

8. RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING:

CITY OF ST. IGNACE RESOLUTION

A Resolution to establish a request for funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for the resurfacing of North First Street, Truckey Street, East Spring/West Spring, McCann Street and Reagon Street funded by the Transportation Economic Development Fund Category B Program.

Minutes of a regular meeting of the City Council of the City of St. Ignace, Mackinac County, Michigan, held in the Municipal Building, 396 North State Street, in said City, on April 1, 2019 at 7:00p.m.

The following preamble and resolution were offered for adoption by Councilmember Pelter, supported by Councilmember St. Louis:

WHEREAS, the City of St. Ignace is applying for \$332,961.92 in funding through MDOT from the Transportation Economic Development Category B Program to construct/resurface on North First Street, Truckey Street, East Spring/West Spring Street, McCann Street and Reagon Street.

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Bill Fraser, DPW Director, to act as an agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least \$166,480.96 (50%) toward the construction costs of the project(s), and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning, operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

Roll Call Vote:

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

No: None.

Absent: Councilmember Fullerton.

Resolution declared Adopted.

9. RESOLUTION FOR FIRST PAYMENT ON WASTEWATER PROJECT #16-0072:

**CITY OF ST. IGNACE, MI
WASTEWATER SYSTEM IMPROVEMENTS
PROJECT: 16-0072
USDA-RD
APPROVAL OF PAYMENTS (#01)
Monday, April 1, 2019**

It was moved by Councilmember St. Louis, seconded by Mayor Pro-Tem Paquin, that the following

invoices be approved for payment:

From	Contract	Category	Amount
C2AE	16-0072	Basic Engineering	\$ 36,636.00
C2AE	16-0072	Additional Engineering	\$ 22,713.98
Reimburse to City		Basic Engineering	\$ 21,250.00
Reimburse to City		Additional Engineering	\$ 682.04
Reimburse to City		Admin, legal and land	\$ 682.20
Miller Canfield -Inv 1429801		Admin, legal and land	\$ 17,900.00
		Total:	\$100,044.22

Roll Call Vote:

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

No: None.

Absent: Councilmember Fullerton.

Resolution declared Adopted.

10. PROCLAMATION IN RECOGNITION OF NATIONAL SERVICE DAY:

Proclamation in Recognition of National Service Day

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation’s elected leaders are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities; they educate students for 21st century jobs, fight the opioid epidemic, respond to natural disasters, and support veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on April 2, 2019.

THEREFORE, BE IT RESOLVED that I, Connie Litzner, Mayor of St. Ignace, do hereby proclaim April 2, 2019, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

Additions to the Agenda:

Mayor Pro-Tem Paquin – Blight Update.

Mayor Pro-Tem Paquin requested an update, at the next Council work session or regular meeting, on recent blight reports.

City Manager Stelmaszek – Police Department Announcement.

City Manager Stelmaszek informed Council that Officer Josh Jezewski will be leaving his position with the Department as of April 4th, and former Officer Bennett Paul has been rehired to replace him.

Public Comment:

Public comment was received regarding the residential trash collection contract and the transfer station.

Consideration of Bills:

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Tremble, to approve payment of the bills in the amount of \$11,358.36. Motion carried unanimously.

The following bills were presented to Council for payment:

ACE HARDWARE	169.98
BELONGA EXCAVATING, LLC	1,250.00
BFMC INC	871.46
CHEMSEARCH	164.75
ETNA SUPPLY COMPANY	386.00
GBS Inc	34.98
GEORGE'S BODY SHOP	210.81
IDEXX DISTRIBUTION CORP	1,633.12
INTERSTATE BATTERIES	201.95
KIMBALL-MIDWEST	108.67
KRISTY CURRIE	168.00
KSS ENTERPRISES	189.01
LMAS DISTRICT HEALTH DEPARTMENT	216.00
LYNN AUTO PARTS	3,253.33
MACKINAC COUNTY TREASURER	112.91
MACKINAC PLUMBING AND HEATING CO	55.65
NYE UNIFORM COMPANY	204.21
PARAGON LABS	1,456.00
SAMANTHA RADECKI	120.00
ST IGNACE TRUE VALUE	315.29
STEPHANIE VAUGHN	100.00
TERYN WILLIAMS	136.24
Grand Total:	\$11,358.36

There being no further business, the meeting adjourned at 7:44 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

