

**Council  
Proceedings  
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, April 2, 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, Pelter, St. Louis, Tremble and Mayor Litzner.

**Absent:** Mayor Pro-Tem Paquin and Councilmember Fullerton. It was moved by Mayor Litzner, seconded by Councilmember Tremble, to excuse Mayor Pro-Tem Paquin and Councilmember Fullerton, due to illness. Motion carried unanimously.

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

**Consideration of minutes from March 19, 2018 Council meeting:**

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

**Limited Public Comment:**

Public comment was received regarding Council's decision to not answer questions during public comment and concerns of the current water rates.

**Additions to the Agenda:**

City Manager Stelmaszek – Approval for service expenses over \$500.

Mayor Litzner – City Manager evaluations.

**1. APPROVAL OF CANDIDATE FOR CITY ATTORNEY FOR ORDINANCE ENFORCEMENT POSITION:**

City Manager Stelmaszek informed Council the Negotiating Committee has recommended hiring Fred Feleppa as an attorney specifically for zoning and traffic ordinance enforcement for the City of St. Ignace. Mr. Feleppa provided a rate of \$105 per hour and offered suggested expenses in a cover letter, stating terms are open for discussion. After brief discussion, it was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve hiring Fred Feleppa as the City Attorney for ordinance enforcement. Motion carried unanimously.

**2. APPROVAL OF CANDIDATE FOR CITY ATTORNEY POSITION:**

City Manager Stelmaszek presented Charles Palmer, Interim-City Attorney, to the Council as the recommendation of the Negotiating Committee for the City Attorney position. Mr. Palmer has offered to work under the same agreement that has been established for his Interim-City Attorney position at a rate of \$200 per hour. It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve hiring Charles Palmer as the City Attorney. Motion carried unanimously.

### **3. APPROVAL OF CANDIDATE FOR MARINA DIRECTOR POSITION:**

City Manager Stelmaszek announced to Council that the Negotiating Committee has recommended Josh Soblaskey for the Marina Director position. It was moved by Councilmember St. Louis, seconded by Councilmember Tremble, to approve hiring Josh Soblaskey as Marina Director. Motion carried unanimously.

### **4. APPROVAL OF CANDIDATE FOR ASSESSOR POSITION:**

City Manager Stelmaszek informed Council that the Negotiating Committee has recommended Kyle Mulka for the Assessor position for the City of St. Ignace. It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the recommendation to hire Kyle Mulka. Motion carried unanimously.

### **Additions to the Agenda:**

#### **City Manager Stelmaszek – Approval for service expenses over \$500:**

City Manager Stelmaszek informed Council that the Marina's fuel tanks are in need of cleaning inside and Oscar Larson has proposed the service estimate to be \$3000. It was moved by Councilmember Tremble, supported by Councilmember Clapperton, to authorize the Marina to schedule to have this service performed for an estimate of \$3000. Motion carried unanimously.

Mayor Litzner, on behalf of Council, extended gratitude to Tim Matelski and Clyde Hart for their assistance with the Marina while the City has been working to hire a Marina Director.

City Manager Stelmaszek requested Council's consideration for the purchase of ESRI software annual support for DPW Director Bill Fraser's computer system, stating this support is recommended specifically for the Asset Management process in recording the City's upcoming infrastructure projects. City Manager Stelmaszek reported the annual charge for this service is \$700. It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to authorize the purchase of this software. Motion carried unanimously

#### **Mayor Litzner – City Manager evaluations:**

Mayor Litzner announced that the 90-day evaluations for City Manager Stelmaszek have been completed by all Councilmembers and gave positive results of performance. City Manager Stelmaszek has completed his employment probation period.

**5. APPROVAL OF CITY PAVILION AND SITE RENTAL PROCEDURES:**

City Manager Stelmaszek presented Council with a form to provide visitors requesting use of the pavilions in each of the City’s parks. Councilmember Tremble verified there would be no cost to taxpayers of the City who would like to utilize the park pavilions. After brief discussion, it was moved by Councilmember Pelter, seconded by Councilmember St. Louis, to approve the form and conditions for park pavilion rental. Motion carried unanimously.

**Public Comment:**

Public comment was received consisting of statements regarding concerns with the recent forensic audit process and current administration productivity, as well as the City’s follow up to taxpayer’s requests.

**Consideration of Bills:**

It was moved by Councilmember Pelter, seconded by Councilmember St. Louis, to approve payment of the bills in the amount of \$10,360.74. Motion carried unanimously.

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

ACE HARDWARE	88.69
AIRGAS USA LLC	148.08
BLARNEY CASTLE OIL CO	726.72
CUT RIVER SMALL ENGINE REPAIR	65.00
EJ USA INC	2,004.92
GALLOUP	1,137.15
HALT FIRE	59.59
HYDRITE CHEMICAL CO	687.71
INTERSTATE BATTERIES	45.80
KIMBALL-MIDWEST	216.73
KSS ENTERPRISES	966.83
LYNN AUTO PARTS	1,270.05
MI ASSOCIATION OF MAYORS	85.00
NYE UNIFORM COMPANY	55.98
PARAGON LABS	75.00
SAFELITE FULFILLMENT, INC	303.27
SPIES AUTO PARTS & TIRE	720.00
STATE OF MICHIGAN DEQ	100.00

THE HARTFORD  
UIS SCADA

474.62  
1,129.60

Grand Total: \$ 10,361.74

There being no further business, the meeting adjourned at 7:37p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**