

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 15, 2019, in the Council Chambers at City Hall.

The meeting was called to order at 7:00 p.m. by Mayor Pro-Tem Paquin, with the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

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

**Absent:** It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Fullerton, to excuse Mayor Litzner from the meeting due to being out of town. Motion carried unanimously.

**Staff Present:** Mike Stelmaszek, City Manager; Anthony Brown, Police Chief; Scott Marshall, DDA Director; Andrea Insley, City Clerk/Treasurer.

**Consideration of minutes from April 1, 2019 Council meeting:**

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes of April 1, 2019. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding Great Lakes Air service, funding for the construction of the new fire hall, residential trash contract cost and blight/abandonment near 4<sup>th</sup> Street.

**Additions to the Agenda:**

City Manager Stelmaszek – correction to 2019 Capital Improvement Bond Resolution.  
Mayor Pro-Tem Paquin – Mayor Litzner request.

**1. COUNCIL APPROVAL OF DISTRIBUTION OF MASTER PLAN:**

Betsy Dayrell-Hart from the Planning Commission informed Council that a draft of the City's 2019-2039 Master Plan is ready for review and will be available at City Hall, the public Library and on-line at the City's website and the EUP Regional Planning website. It was moved by Councilmember Pelter, seconded by Councilmember St. Louis, to authorize the Planning Commission's moving forward with the review process and distribution of the City's Master Plan draft. Motion carried unanimously.

**2. TAX REVERTED LANDS OFFERED FOR PURCHASE:**

City Manager Stelmaszek presented Council with a parcel of property being reverted for purchase from Mackinac County that has one-seventh interest of a trust on Graham Avenue, adding the potential for growth of the Lakeside Cemetery. After some discussion, it was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem Paquin, to approve the purchase of parcel 052-620-064-05 from Mackinac County. Motion carried with a vote of five to one (Pelter).

**3. RECOMMENDATION OF RESIDENTIAL WASTE BID:**

City Manager Stelmaszek reviewed the bids from Waste Management and Green For Life (GFL) with Council and made the recommendation to accept the bid from GFL for the next five-year contract, with the stipulation that the City will not authorize any annual increases over two percent. After some deliberation, it was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve the bid from GFL. Motion carried unanimously.

**4. OPEB ACTUARIAL VALUATION SERVICES:**

City Manager Stelmaszek informed Council that three firms had responded to the City's request for services to compile the Other Post-Employment Benefits (OPEB) actuarial valuation required by the State of Michigan for the 2018 audit. The three proposals included Jefferson Solutions Inc. with a proposal of \$3950, Watkins Ross with a proposal of \$5300 and Gabriel, Roeder, Smith & Co (GRS) with a proposal of \$10,750. It was moved by Councilmember St. Louis, seconded by Councilmember Clapperton, to approve the proposal from Jefferson Solutions Inc. for \$3950. Motion carried unanimously.

**5. SPECIAL EVENTS POLICY:**

City Manager Stelmaszek presented the special event application and policy, for Council's consideration as the process to approve special events in the City. It was moved by Councilmember Tremble, seconded by Councilmember St. Louis, to approve the special event application and policy to be utilized as the approval process. Motion carried unanimously.

**6. MARINA DIRECTOR POSITION:**

City Manager Stelmaszek informed Council that Craig Lehrke has rejected the offer for Marina Director, at which time Mayor Pro-Tem Paquin announced that Lauren Yoder was the runner-up to the position after initial interviews. City Manager Stelmaszek informed Council that while the Marina Director position is called upon year-round, the City will consider some additional technical assistance with the winter maintenance, specifically the bubbler system. It was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to approve to hire Lauren Yoder as the City's Marina Director. Motion carried unanimously.

**7. DDA REQUEST TO LOWER RENTAL RESERVATION FEE AT CHIEF WAWATAM PARK:**

City Manager Stelmaszek reviewed the current park pavilion rental with Council and presented a request from Scott Marshall, DDA Director, to reconsider the Chief Wawatam Park/Lighthouse Pier fee of \$300. After some Council deliberation, it was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve the fees for the Chief Wawatam Park/Lighthouse Pier to be \$50 for residents of the City and \$150 for non-residents. Motion carried five to one (Mayor Pro-Tem Paquin).

**8. FINANCIALS:**

City Manager Stelmaszek reviewed March 2019 financials with Council.

**Additions to the Agenda:**

**Mayor Pro-Tem Paquin – Mayor Litzner Request.**

Mayor Pro-Tem Paquin informed Council that Mayor Litzner requested to instate a Special Events Committee appointing the following people: City Manager Stelmaszek, Police Chief Brown, DPW Director Fraser, Mayor Litzner and Mayor Pro-Tem Paquin. It was the consensus of Council that the Committee’s purpose will be to facilitate the special event requests and needs to bring before Council for approval.

**City Manager Stelmaszek – Correction in 2019 Capital Improvement Bond Resolution.**

City Manager Stelmaszek informed Council of a typo in the 2019 Capital Improvement Bond Resolution. In the listing of the annual deposit for RRI in paragraph four it read \$82,687 in parenthesis, but should be corrected to \$82,627. Council noted the correction.

**Public Comment:**

Public comment was received regarding the park/pavilion rental reservation fees.

**Consideration of Bills:**

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve payment of the bills in the amount of \$18,026.46. Motion carried unanimously.

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

ACE HARDWARE	230.08
BLACK DIAMOND BROADCASTHOLDINGS LLC	1,374.00
CHARLES J. PALMER, P.C.	1,000.00
ELLEN'S EQUIPMENT INC.	971.31
FERGUSON WATERWORKS #3386	1,572.31
GRAND TRAVERSE DIESEL SERVICE, INC.	230.89
INTERSTATE BATTERIES	255.85
KIMBALL-MIDWEST	105.96

LYNN AUTO PARTS	2,452.64
MACKINAC PLUMBING AND HEATING CO	120.94
MACKINAC SALES	450.18
MICHAEL RICHARD LAMB	153.13
NATIONAL OFFICE PRODUCTS	666.30
NCL OF WISCONSIN INC	1,527.70
NSI LAB SOLUTIONS	524.00
PARAGON LABS	1,456.00
POWER PLAN	387.00
SAULT PRINTING COMPANY	146.14
SPARTAN STORES	23.12
SPAULDING MFG INC	150.50
ST IGNACE AUTOMOTIVE	903.42
ST IGNACE TRUE VALUE	198.28
STRAITS BUILDING CENTER	71.26
TAYLOR RENTAL	2,448.50
THE FEED STATION	199.95
WESLEY H MAURER JR	407.00

Grand Total: \$18,026.46

There being no further business, the meeting adjourned at 7:50 p.m.

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**Luke Paquin, Mayor Pro-Tem**

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**Andrea Insley, City Clerk/Treasurer**

