

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

A Regular Meeting of the St. Ignace City Council was held on Monday, May 20, 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: Councilmembers Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter (arrived 7:05 p.m.), St. Louis and Tremble.

Absent: None.

Staff Present: Mike Stelmaszek, City Manager; Anthony Brown, Police Chief; Kyle Mulka, City Assessor; Andrea Insley, City Clerk/Treasurer; Gary Sorenson, Fire Chief.

Consideration of minutes from May 6, 2019 Council meeting:

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem Paquin, to approve the minutes of May 6, 2019. Motion carried unanimously (Councilmember Pelter not present).

Limited Public Comment: None.

Additions to the Agenda:

Mayor Litzner – Public Hearing regarding mobile/transient businesses.

1. RECOMMENDATION FOR RECREATION GRASS CUTTING BID:

City Manager Stelmaszek informed Council that after review of the bids received from B & B Snowplowing for \$1360 and Precision Edge Outdoor Services for \$5680, it is his recommendation to accept the bid from B & B Snowplowing for the grass cutting service for the St. Ignace Recreation Department.

It was moved by Councilmember St. Louis, seconded by Councilmember Fullerton, to approve the bid from B & B Snowplowing for \$1360 for grass cutting services for the St. Ignace Recreation Department 2019 season. Motion carried unanimously (Councilmember Pelter not present).

2. REQUEST FOR CITY MANAGER TRAINING CONFERENCE:

City Manager Stelmaszek requested Council's consideration for attending the Michigan Municipal League (MML) U.P. Educational Summit in Escanaba in June, confirming sufficient funds for this event are reflected in the current City Manager Department budget.

Mayor Litzner also requested Council's consideration for attending this event, stating the current Council budget will sustain her expense to attend.

It was moved by Councilmember Fullerton, seconded by Councilmember St. Louis, to approve that both City Manager Stelmaszek and Mayor Litzner attend the U.P. Educational Summit in Escanaba June 6 through June 7, 2019. Motion carried unanimously (Councilmember Pelter not present).

3. REQUEST TO PURCHASE TRUCK FOR DPW:

City Manager Stelmaszek informed Council that DPW Director Fraser is requesting to purchase a used dump truck and snow plow from Beaudoin Excavating to replace the current truck T-34, which is currently out of commission and will cost more to repair than it is worth. City Manager Stelmaszek also verified the current 641 Equipment budget allows for \$4000 for this purchase, noting the remaining \$5000 expense will be derived from the 641 Fund Balance.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve the purchase of the used dump truck for \$9000 from the 641 fund for DPW. Motion carried unanimously.

4. FIRE AGREEMENT RATIFICATION 2019:

City Manager Stelmaszek presented Council with a proposed Fire Agreement renewal due June 1st for 2019 through 2023, requesting Council postpone any decision on the agreement until he has further reviewed the details with both Moran Township and St. Ignace Township.

After some discussion, it was the consensus of Council to postpone a decision on the 2019 - 2023 Fire Agreement until the next regular meeting on June 3, 2019.

5. COMMITTEE APPOINTMENTS:

Mayor Litzner informed Council that Nick Adams has submitted his resignation letter from the Planning Commission and announced the following appointments for Council's consideration: appointment of Walt Wilhide to replace James McDonald on the Zoning Board of Appeals; appointment of Samantha Radecki to replace Nick Adams on the Planning Commission; and combining the Finance and Utilities Committees.

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve the appointments to the Planning Commission and Zoning Board of Appeals, to accept Nick Adam's resignation from the Planning Commission and to approve the Finance/Utilities Committee merge. Motion carried unanimously.

6. RESOLUTION FOR ANTIQUES ON THE BAY & ST. IGNACE CAR SHOW 2019:

"Antiques on the Bay" and "St. Ignace Car Show" Resolution

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

WHEREAS, St. Ignace Visitors Bureau requests permission to conduct the “Antiques on the Bay”, and “St. Ignace Car Show” and;

WHEREAS, Chapter 22, “Peddlers and Solicitors” of the City of St. Ignace Code, as amended, requires certain criteria be met by St. Ignace Visitors Bureau, to comply with the “Special Events” requirements of the City, and;

WHEREAS, St. Ignace Visitors Bureau has agreed to provide the City Council with all of the information required by Chapter 22, “Peddlers and Solicitors” of the City of St. Ignace Code, as amended, and

THEREFORE BE IT RESOLVED, that the City Council has determined that the St. Ignace Visitors Bureau, has agreed to meet the criteria established in the various sections of Chapter 22, “Peddlers and Solicitors” of the City of St. Ignace Code, as amended, within the time frame established in said Chapter 22, and

FURTHER BE IT RESOLVED, that the City Council does approve St. Ignace Visitors Bureau to be a “Special Events Organization”, and approves the use of the various public properties within the City Limits for these events on the days of June 26, 27, 28, 29, 30, 2019 and further grants St. Ignace Visitors Bureau the authority to control vending approved by the City during the event. The City of St. Ignace does not financially participate in the, “Antiques on the Bay “or “Car Show”, and

FURTHER BE IT RESOLVED that the City does approve street closures, subject to compliance with City and MDOT rules and regulations, and the use of the following areas for the various shows and dates:

- A. Antiques on the Bay – June 26 and 27, 2019, Marina parking lot and adjoining properties;
- B. St. Ignace Car Show – June 28, 29, 30, 2019, American Legion Park, parking lot only, and other public properties located between Marquette Street and Church Street on State Street for the Car Show on Saturday, June 29, 2019 between 4:00 a.m. and 5:00 p.m., and State A Street and Church Street, for the parade on Friday, June 28, 2019, from 6:00 p.m. to 10:00 p.m., subject to MDOT approval.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

7. CITY RENTAL INSPECTION FEES AND PROCEDURES:

City Assessor Mulka presented Council with the following updated fees for short-term rental properties:

Annual application fee - \$25 per application

Initial inspection fees expiring after three years - \$100 for houses, \$200 for duplex, \$200 for apartment building up to three units, with \$50 per additional unit.

An affidavit and correspondence letter will also be sent to each short-term rental property owner to properly identify the type of rental with the City.

It was moved by Mayor Litzner, seconded by Councilmember St. Louis, to approve the associated fees and procedures for registration and inspection of short-term rental properties within the City. Motion carried unanimously.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve a moratorium for eight months regarding the registration and inspection of year-round/full-time rental properties until further review of procedure and changes to the City's current housing ordinances can be determined. Motion carried unanimously.

Additions to the Agenda:

Mayor Litzner – Public Hearing for Mobile/Transient Businesses:

Mayor Litzner requested there be a Public Hearing scheduled for Monday, June 3rd at 6 p.m. to discuss mobile or transient businesses, such as food trucks, to operate within the City and how it may affect the current Chapter 22, "Peddlers and Solicitors" of the City of St. Ignace Code.

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to schedule the Public Hearing for 6 p.m. Monday, June 3rd in the Council Chambers. Motion carried unanimously.

8. FINANCIALS:

City Manager Stelmaszek reviewed the April 2019 financials with Council.

It was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to approve the April 2019 financials. Motion carried unanimously.

Public Comment: None.

Consideration of Bills:

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$30,068.93. Motion carried unanimously.

The following bills were presented to Council for payment:

AIRGAS USA LLC

134.90

AMERICAN WATER WORKS ASSOCIATION	340.00
ANDERSON TACKMAN & COMPANY	3,383.37
BELONGA'S PLUMBING AND HEATING	4,080.70
BS & A SOFTWARE	3,949.00
CHARLES J. PALMER, P.C.	1,060.00
CMP DISTRIBUTORS INC	211.50
CORE TECHNOLOGY CORP	5,597.00
CRANE ENGINEERING SALES INC	3,254.97
FERGUSON ENT-DBA	85.20
GEORGE'S BODY SHOP	993.11
GINA HARMAN	500.00
GREAT LAKES COCA-COLA DISTRIBUTION	426.39
HD SUPPLY FACILITIES MAINTENANCE LT	338.20
INTERSTATE BATTERIES	25.90
KIMBALL-MIDWEST	126.22
KSS ENTERPRISES	518.28
LYNN AUTO PARTS	2,291.51
MACKINAC SALES	352.80
MICHAEL RICHARD LAMB	70.00
PRO-VISION VIDEO SYSTEMS	310.00
SAULT PRINTING COMPANY	142.52
SPARTAN STORES	46.22
ST IGNACE AUTOMOTIVE	89.09
STATE OF MICHIGAN	180.00
SYNCB/AMAZON	319.65
TED FESTERLING LLC	1,156.00
WESLEY H MAURER JR	86.40
Grand Total:	\$ 30,068.93

There being no further business, the meeting adjourned at 7:23 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

