

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

A Regular Meeting of the St. Ignace City Council was held on Monday, June 17, 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, 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; Lauren Yoder, Marina Director.

Consideration of minutes from June 3, 2019 Council meeting:

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve the minutes of June 3, 2019. Motion carried unanimously.

Limited Public Comment:

Public comment was received regarding the Master Plan draft.

Additions to the Agenda:

Mayor Pro-Tem Paquin – blight and overgrown lawns.

1. LETTER OF UNDERSTANDING FOR POLICE SCHEDULE CHANGE:

City Manager Stelmaszek informed Council that the Police Department is currently working officers in 12-hour shifts as part of a trial period to create more efficient scheduling. According to a letter of agreement between the City and the Police Union, the trial period will run thru November, at which time a decision will be made to continue the shift change or to return to the prior 10-hour shift schedule. It was moved by Councilmember Tremble, seconded by Councilmember Pelter, to authorize the Police Department's continuing the trial period of 12-hour shifts through November. Motion carried unanimously.

2. REQUEST FOR A SECOND PART-TIME POSITION IN POLICE DEPARTMENT:

City Manager Stelmaszek requested Council's approval to hire a second part-time Police Officer. Police Chief Brown stated the position will be planned for approximately 400 hours per year with no

commitment to full-time status, and the Department has sufficient equipment and uniforms to provide for the two part-time positions.

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to authorize hiring a second part-time Police Officer. Motion carried unanimously.

3. REQUEST FOR POLICE TRAINING:

City Manager Stelmaszek informed Council that Police Chief Brown has scheduled Police Officers for three upcoming trainings regarding court room presence and job-related stress.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve each of the Police Officer trainings. Motion carried unanimously.

4. WATERWAYS GRANT AGREEMENT FOR MARINA NEW PUMP-OUT SYSTEM:

City Manager Stelmaszek presented Council with a Waterways Grant Agreement between the City and the Michigan DNR to assist the Marina with the cost of constructing a new marine sewage pump-out system for an estimated cost of \$28,848. After some discussion, it was moved by Councilmember Fullerton, seconded by Councilmember St. Louis, to approve the terms of the Waterways Grant Agreement with the Michigan DNR paying 50% of the estimated cost, not to exceed \$14,424. Motion carried unanimously.

5. RESOLUTION TO ACCEPT THE TERMS OF THE WATERWAYS AGREEMENT:

RESOLUTION

Upon the motion made by Councilmember Fullerton, seconded by Councilmember

Tremble, the following Resolution was adopted:

"RESOLVED, that the City of St. Ignace, Michigan, accepts the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the City agrees, but not by way of limitation, as follows:

1. To appropriate the sum of Fourteen Thousand Four Hundred Twenty-four dollars (\$14,424.00) to match the Fourteen Thousand Four Hundred Twenty-four dollars (\$14,424.00). State grant authorized by the Department.
2. To maintain satisfactory financial accounts, documents, and records, and to make them available to the Department for auditing at reasonable times.
3. To construct the facilities and provide the funds, services, and materials as may be

necessary to satisfy the terms of the Agreement.

4. To ensure that all premises, buildings, and equipment related procedures comply with all applicable State and Federal regulations.

5. To establish and appoint the Marina Director to regulate the use of the facilities constructed under this Agreement to assure the use thereof by the public on equal and reasonable terms.

6. To enforce all State statutes and local ordinances pertaining to marine safety and to enforce statutes of the State of Michigan within the confines of the City pertaining to the licensing of watercraft. Watercraft not fully complying with the laws of the State of Michigan relative to licensing shall not be permitted to use the facility until full compliance with those laws has been made.

7. To comply with all terms of the Agreement, including all terms not specifically set forth in the foregoing portions of this Resolution."

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.

6. SETTLEMENT OFFER FROM STATE TAX COMMISSION:

City Manager Stelmaszek informed Council that the City has received the final bill for \$65,000 from the State Tax Commission regarding the 2017 and 2018 assessment rolls, stating the City must pay the amount in full in order to have the rolls returned. City Manager Stelmaszek made a proposal to Council to make annual payments for three years, with the first payment for \$25,000 in 2019.

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to approve to pay the State Tax Commission \$65,000 in three payments. Motion carried unanimously.

7. FINANCIALS:

City Manager Stelmaszek reviewed the May 2019 financials with Council. It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to approve the May 2019 financials. Motion carried unanimously.

Additions to the Agenda:

Mayor Pro-Tem Paquin – Blight and Overgrown Grass.

Mayor Pro-Tem Paquin stated concerns regarding residential and business lawns that seem overgrown and asked Police Chief Brown to verify the process to make the public aware of City Ordinances and follow through with compliance.

Public Comment:

Public comment was received regarding commending the Police Department’s response to blight and the Sault Tribe’s Spring 2019 2% awards to the City.

Consideration of Bills:

It was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to approve payment of the bills in the amount of \$ 67,607.35. Motion carried unanimously.

The following bills were presented to Council for payment:

AIRGAS USA LLC	140.65
ALFRED FELEPPA	141.75
AMERICAN WASTE INC	3,061.62
ARCTIC GLACIER USA INC	324.00
BELONGA'S PLUMBING AND HEATING	612.65
BSN/PASSON'S/US GAMES	483.77
CHARLES J. PALMER, P.C.	1,642.40
CHEBOYGAN LIFE SUPPORT SYSTEMS INC	9,000.00
CRANE ENGINEERING SALES INC	4,627.00
CUT RIVER SMALL ENGINE REPAIR	65.00
DOUBLE TREE HOTEL	89.25
ENVIRONMENTAL DYNAMICS INT'L	25,433.00
GEORGES AUTO PARTS	25.00
GEORGE'S BODY SHOP	438.47
GRAINGER INC	173.49
HD SUPPLY FACILITIES MAINTENANCE LT	363.67
HYDRITE CHEMICAL CO	5,700.61
IDEXX DISTRIBUTION CORP	1,473.38
KELLY J CHAMPION	589.00
KIMBALL-MIDWEST	352.62
KLOOSTER MACHINERY	399.24
KRISTY CURRIE	16.00
KSS ENTERPRISES	1,395.22
MACKINAC PLUMBING AND HEATING CO	5.60
MICHAEL DAVID WILLIFORD	375.00
MICHIGAN STATE POLICE	33.00
MICROBIOLOGICS INC	201.41
MILAN SUPPLY CO	465.00

MUNICIPAL CODE CORPORATION	250.00
NORRIS CONTRACTING	2,618.00
NORTHERN SHIRT COMPANY, LLC	430.10
OK INDUSTRIAL SUPPLY	91.70
PAAM	70.00
PITNEY BOWES INC	583.26
POMASL FIRE EQUIPMENT	2,439.78
SAULT PRINTING COMPANY	75.09
SPARTAN STORES	81.03
SPIES AUTO PARTS & TIRE	44.99
ST IGNACE AUTOMOTIVE	1,099.81
ST IGNACE CHAMBER OF COMMERCE	150.00
STRAITS BUILDING CENTER	534.17
TED FESTERLING LLC	699.88
UNITEX DIRECT	124.89
WESLEY H MAURER JR	537.85
WM LAMPTRACKER INC	149.00
Grand Total:	\$ 67,607.35

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

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

