

**Council  
Proceedings  
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, June 18, 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, Fullerton, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble and Mayor Litzner.

**Absent:** None.

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

**Consideration of minutes from June 4, 2018 Council meeting:**

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the minutes of June 4, 2018. Motion carried unanimously.

**Limited Public Comment:** None.

**Additions to the Agenda:**

City Manager Stelmaszek – Climate control system module.

**1. ANDERSON TACKMAN AUDIT PRESENTATION FOR APPROVAL:**

City Manager Stelmaszek introduced Ken Talsma from Anderson Tackman to review the 2017 Audit financial statements with Council. After some brief discussion, it was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Pelter, to accept the 2017 Audit report and place it on file. Motion carried unanimously.

**2. CONSIDERATION OF MILLAGE PROPOSAL INSERT WITH CITY TAX BILL:**

City Manager Stelmaszek informed Council that the Straits Area Fire Authority is requesting to mail inserts with the City's summer tax bills offering factual information regarding the millage proposal that will appear on the August 7<sup>th</sup> election ballot. It was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to approve the inserts be mailed with the City summer tax bills. Motion carried unanimously.

**3. REQUEST TO REPLACE TWO UPCOMING VACANCIES IN POLICE DEPARTMENT:**

City Manager Stelmaszek announced to Council that Officer Bennett has accepted a position with the DNR and will be leaving the Police Department. Also, Officer Wilcox is requesting to move from his current full-time position, to a part-time position. After brief discussion, it was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem Paquin, to authorize Police Chief Wilk to replace the two upcoming vacancies. Motion carried unanimously.

**4. APPROVAL OF DDA DIRECTOR POSITION RECOMMENDATION:**

It was moved by Mayor Pro-Tem Paquin, seconded by Mayor Litzner, to approve the DDA Board's recommendation to hire Scott Marshall as DDA Director. Motion carried unanimously.

**5. REQUEST FOR SHORT TERM TRANSITION EMPLOYMENT STATUS FOR NEW DDA DIRECTOR:**

City Manager Stelmaszek requested Council to authorize Scott Marshall to be employed up to eight hours per week as Interim Recreation Director during the process to hire his replacement. It was moved by Councilmember St. Louis, seconded by Councilmember Pelter, to allow Scott Marshall to work as Interim Recreation Director. Motion carried unanimously.

**6. REQUEST TO FILL THE VACANCY CREATED BY SCOTT MARSHALL'S ACCEPTANCE OF A NEW POSITION:**

City Manager Stelmaszek requested authorization to hire for the Recreation Director position. After some discussion regarding the job description of the position, it was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to move forward in discussion with the Recreation Board to identify and hire the replacement as soon as possible. Motion carried unanimously.

**7. FINANCIALS:**

City Manager Stelmaszek reviewed the May 2017 financials with Council.

**Additions to the Agenda:**

**City Manager Stelmaszek – Little Bear East climate control system module.**

City Manager Stelmaszek reported to Council that Little Bear East believes to have experienced a lightning strike in a recent storm, affecting the building's climate control system. Scott Marshall, Recreation Director, has scheduled an evaluation of replacement for the system and plans to report the incident to the City's insurance carrier.

**Public Comment:** None.

**Consideration of Bills:**

Mayor Litzner questioned the payment for the EUP Regional Planning invoice. Action was not taken for payment of the bills.

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

A & I MIDWEST PRINTING CO	234.00
ACE HARDWARE	167.90
ALFRED FELEPPA	194.25
ANDERSON TACKMAN & COMPANY	6,788.75
ARCTIC GLACIER USA INC	255.20
BELONGA'S PLUMBING AND HEATING	488.05
BLUE BOOK	27.95
BSN/PASSON'S/US GAMES	514.97
CHARLES J. PALMER, P.C.	723.12
ENTERPRISE VENDING, INC	16.80
ENVIRONMENTAL SYSTEMS RESEARCH INST	700.00
EUP REGIONAL PLANNING	1,750.00
FITNESS THINGS	1,998.00
GEORGES AUTO PARTS	145.00
GIFTS GALORE	220.00
KIMBALL-MIDWEST	255.05
LYNN AUTO PARTS	1,181.52
MICHAEL RICHARD LAMB	397.00
MUNICIPAL CODE CORPORATION	250.00
OSCAR W LARSON	170.00
PARAGON LABS	2,513.50
PATRICIA SANDERS	113.00
POWER PLAN	705.92
R S TECHNICAL SERVICES INC	115.33
SAULT PRINTING COMPANY	131.76
SCHWARTZ BOILER SHOP INC	337.50
SILVERSMITH INC	1,215.00
SPARTAN STORES	141.03
ST IGNACE AUTOMOTIVE	769.35
STRAITS BUILDING CENTER	1,175.13
TAYLOR RENTAL	2,669.00
WATCH DOG GOOSE PATROL	240.27
WESLEY H MAURER JR	605.47

Grand Total: \$27,209.82

There being no further business, the meeting adjourned at 8:00 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**