

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

A Regular Meeting of the St. Ignace City Council was held on Monday, July 6, 2020, in the Little Bear East Conference Center.

The meeting was called to order at 7:00 p.m. by Mayor Litzner, followed by 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:** Kyle Mulka, City Assessor; Bill Fraser, Interim City Manager; Charles Palmer, City Attorney; Andrea Insley, City Clerk/Treasurer; Lauren Yoder, Marina Director; Morgan Mills, Recreation Director; Al Mitchell, Police Sergeant.

**Consideration of minutes from June 15, 2020 Council meeting:**

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes from June 15, 2020. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding duties of the Mayor, public meetings with Council and reporting for the St. Ignace News.

**Additions to the Agenda:**

Mayor Pro-Tem Paquin – City boat launch parking lot lights, July 4<sup>th</sup> fireworks and online information.

**1. ADOPT ORDINANCE 651:**

After much discussion during the Public Hearing held prior to the Regular Council meeting, it was the consensus of Council to postpone the adoption of Ordinance 651, to review the concerns brought forward.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to postpone the adoption of Ordinance 651 Short Term Rental to a later date. Motion carried unanimously.

**2. APPOINTMENT TO EUP PLANNING OF CHRIS BYNES:**

Mayor Litzner informed Council she would like to appoint Chris Bynes, Director of the Mackinac Economic Alliance, to the Eastern Upper Peninsula Planning board.

It was moved by Mayor Litzner, seconded by Councilmember Clapperton, to approve appointing Chris Bynes to the EUP Planning. Motion carried unanimously.

**3. OTTAWA INNOVATIONS PRESENTATION ON CANNABIS DISPENSARY:**

Mayor Litzner introduced Joni Moore of Ottawa Innovations to present Council with information about cannabis dispensaries and the growing business.

It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to hold a public outreach meeting. Motion carried six to one (Fullerton).

**4. RESOLUTION TO GRANT EASEMENT TO CLOVERLAND ELECTRIC COOPERATIVE FOR FIRE HALL ELECTRICAL SERVICE:**

**RESOLUTION**  
Cloverland Easement

The following Resolution was offered for adoption by Councilmember Pelter, supported by Councilmember St. Louis.

**Whereas**, it is in the best interest of the City of St. Ignace to grant an easement, on the property known as TAX# 052-007-025-10, to Cloverland Electric Cooperative, Inc. for the purpose of providing electrical service to the City of St. Ignace Fire Hall;

**Whereas**, the City of St. Ignace has approved the grant of this easement;

**Whereas**, the City of St. Ignace has authorized Bill Fraser, Interim City Manager, to carry out the grant of this easement;

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the City Council of St. Ignace, Mackinac County authorizes the easement to Cloverland Electric Cooperative Inc. on the property known as TAX# 052-007-025-10 for the purpose of providing electrical service to the City of St. Ignace Fire Hall;

**Roll Call Vote:**

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

No: None.

Absent: None.

Resolution declared Adopted.

**5. APPROVAL OF DPW TRUCKS FINANCING:**

Interim City Manager Fraser presented Council with the bids for financing two new F-150 pick-ups for the DPW and Water Departments:

First National Bank: 3y = 2.9% 5y = 3.10%

Central Savings Bank: 3y = 3.75% 5y = 4.24%

It was moved by Councilmember St. Louis, seconded by Councilmember Clapperton, to approve financing the DPW trucks through First National Bank of St. Ignace. Motion carried unanimously.

**6. PERMISSION TO PURCHASE LIFT FOR DPW GARAGE:**

Interim City Manager Fraser informed Council that the Spring 2% funding received from the Sault Tribe contributed \$4,000 to the DPW for a Challenger Lift from Napa Auto. The remaining \$1,249 will be paid by the scrap metal fund.

**7. UPDATE ON MAYOR/COUNCIL MEETING SPACE:**

Mayor Litzner updated Council regarding the remodeled rooms on the top floor of City Hall, confirming one will be utilized by the CEDAM program and the other will be available for conferences and smaller meetings.

**8. POLICY MAYOR DUTIES:**

Mayor Litzner presented Council with a proposal regarding duties of the Mayor working with the City Manager. After some discussion, it was agreed the proposal needed further review.

**9. APPROVAL OF ELECTION INSPECTORS & RECEIVING BOARD:**

City Clerk Insley requested Council's approval for the August 4<sup>th</sup> Primary Election Inspectors: Laurie Steiner (Chairperson), Donna LaLonde, Renee Vonderwerth, Susan Paul, Mary Kay Tamlyn, Sherry Cece and Jean Thibault.

Also presented to represent the Receiving Board were Sherry Cece and Donna LaLonde.

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve those presented for the Election Inspectors and Receiving Board for the August 4, 2020 Primary Election. Motion carried unanimously.

**ADDITIONS TO THE AGENDA:**

**Mayor Pro-Tem Paquin –Information on the City Website:**

Mayor Pro-Tem Paquin stated that he would like to see more information readily available on the City's website for residents and interested parties.

**Mayor Pro-Tem Paquin – City Boat Launch Parking Lot Lights:**

Mayor Pro-Tem Paquin reported there were multiple lights at the City's boat launch parking lot that were either out or not working properly.

**Mayor Pro-Tem Paquin – July 4<sup>th</sup> Fireworks:**

Mayor Pro-Tem Paquin commended the fireworks presentation for the Fourth of July.

**Public Comment:**

Public comment was received regarding the proposal for Mayor Duties & Relationship with the City Manager Policy and the City Charter.

**Consideration of Bills:**

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$49,097.68. Motion carried unanimously.

ADVANCED VOIP DATA LLC	665.67
ALFRED FELEPPA	204.75
BELONGA EXCAVATING, LLC	1,072.50
BELONGA'S PLUMBING AND HEATING	216.54
CHARLES J. PALMER, P.C.	1,520.32
CHEMSEARCH	198.91
CHRISTOPHER WILLIAM BOUCHA	2,840.00
CUT RIVER SMALL ENGINE REPAIR	90.00
FIRST DUE FIRE SUPPLY	793.92
HARRELL'S INC	2,290.00
HAWKINS	2,638.58

HD SUPPLY FACILITIES MAINTENANCE LT	2,445.71
HYDRITE CHEMICAL CO	9,402.71
IDEXX DISTRIBUTION CORP	955.63
JACK DOHENY SUPPLIES	62.26
JAMES WEST	1,505.29
KSS ENTERPRISES	1,243.06
KYLE JAMES BROW	2,400.00
MACKINAC COUNTY EQUALIZATION DEPT	857.00
MACKINAC PLUMBING AND HEATING CO	224.00
MARK WILK	372.00
MARQUETTE MINING JOURNAL	551.00
MERS	6,000.00
MICHAEL RICHARD LAMB	70.00
MICROBIOLOGICS INC	140.84
MUNICODE	250.00
NATIONAL PEN	403.50
NORRIS CONTRACTING, INC	1,500.00
NORTHERN TREE SERVICE	2,400.00
PARAGON LABORATORIES, INC	13.00
R S SCOTT ASSOCIATES	697.82
SCIENTIFIC BRAKE AND EQUIPMENT CO	457.34
SPARTAN DISTRIBUTORS, INC	834.40
STATE INDUSTRIAL PRODUCTS	320.00
TRUCK AND TRAILER SPECIALTIES	1,117.35
UIS SCADA	2,343.58
Grand Total:	\$49,097.68

There being no further business, the meeting adjourned at 8:20 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

