

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

A Regular Meeting of the St. Ignace City Council was held on Monday, September 16, 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; Teryn Williams, Recreation Director; Kevin Campbell, Facility Director; Andrea Insley, City Clerk/Treasurer; Charles Palmer, City Attorney.

**Consideration of minutes from September 3, 2019 Council meeting:**

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes of September 3, 2019. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding the Recreation Director's position and duties, Columbus Day recognition, Police Department and residential property issue from past Wastewater project.

**Additions to the Agenda:**

Councilmember Pelter – Council Email Address.

Mayor Litzner – Council Work Session Schedule.

Mayor Litzner – City Attorney Charles Palmer Statement.

**1. AMENDED RESOLUTION FALL FESTIVAL AND GREAT PUMPKIN ROLL:**

**AMENDED RESOLUTION**

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

**WHEREAS**, the St. Ignace Business Association requests permission to conduct the Fall Festival & Great Pumpkin Roll; and

**WHEREAS**, the event requires the usage of St. Ignace Marina, Goudreau, Ellsworth and North

State Streets; and

**WHEREAS**, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

**NOW THEREFORE BE IT RESOLVED**, that the St. Ignace City Council has determined that the St. Ignace Business Association does meet the criteria established in the various sections of the Ordinance No. 413; and

**FURTHER BE IT RESOLVED** that the City Council does approve the usage of St. Ignace Marina, Goudreau, Ellsworth and North State Streets for this event held on the following date:

Saturday, October 5, 2019 1p.m. – 6p.m.

**FURTHER BE IT RESOLVED**, that the City Council approves the closure of Goudreau Street, from Ellsworth to N. State Street on Saturday, October 5, 2019, from 3:00 p.m. to 6:00 p.m.

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.

## **2. ADOPTION OF MASTER PLAN 2019 - 2039:**

### RESOLUTION ADOPTING *CITY OF ST. IGNACE MASTER PLAN* BY THE ST. IGNACE CITY COUNCIL

The following Resolution was offered for adoption by Councilmember Clapperton, supported by Councilmember Fullerton:

WHEREAS, the basis for the City of St. Ignace is contained in the *St. Ignace Master Plan* for the planning period 2019-2039, and

WHEREAS, the *St. Ignace Master Plan* is updated every five years, and

WHEREAS, the St. Ignace City Council and the Planning Commission undertook the updating of the *St. Ignace Master Plan*, and

WHEREAS, the *St. Ignace Master Plan* is hereby presented to the St. Ignace City Council by the St. Ignace Planning Commission for adoption on September 16, 2019;

NOW THEREFORE, BE IT RESOLVED that the St. Ignace City Council does hereby adopt and approve the *St. Ignace Master Plan*, as presented.

Roll Call vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

### **3. REQUEST FOR POLICE TRAINING FOR SGT MITCHELL:**

City Manager Stelmaszek requested Council's approval for Sgt Allen Mitchell to attend an overnight training in Lansing, Michigan, for property and evidence room management.

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the Police training for Sgt Mitchell. Motion carried unanimously.

### **4. APPROVAL TO FILL RECREATION POSITION AND RESTRUCTURE DEPARTMENT:**

City Manager Stelmaszek suggested to Council that the new Recreation Director be responsible for managing the Golf Course's 584 budget along with the combined budgets of the 508 and 509 for the Little Bear East facility and recreation programs. After a lengthy discussion, it was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to approve the process to fill the Recreation Director and the Events/Program Coordinator positions, excluding any responsibilities to the Golf Course. Motion carried unanimously.

### **5. BUDGET AMENDMENTS:**

City Manager Stelmaszek presented budget amendments through August 2019 to Council. Mayor Litzner requested the amendment to 101-704-801, Nagpra Services, be reviewed further before amending.

It was moved by Councilmember Pelter, seconded by Councilmember St. Louis, to approve the budget amendments presented with the exclusion of the amendment for 101-704-801 Nagpra Services. Motion carried unanimously.

### **ADDITIONS TO THE AGENDA:**

**Councilmember Pelter – Council Email Issue:**

Councilmember Pelter stated her Council email is not working and requested that City Clerk Insley research the problem.

**Mayor Litzner – Council Work Session Schedule:**

Mayor Litzner announced the next Council Work Session has been rescheduled for Tuesday, October 1<sup>st</sup> at 6 p.m.

**Mayor Litzner – City Attorney Charles Palmer Statement:**

City Attorney Palmer stated that he was asked to research the City Charter regarding the process for submitting formal complaints against members of the City Council and, while there is a process for disciplinary action against a Councilmember, there is no process or policy to file a formal complaint against any Councilmember. City Attorney Palmer suggested the City establish a policy to provide a process for submitting formal complaints. Mayor Litzner stated that any formal complaints should be written and submitted to the City Manager until a policy is on record.

**6. FINANCIALS:**

City Manager reviewed the financials for August 2019 with Council. It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve the financials for August 2019. Motion carried unanimously.

**Public Comment:** None.

**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 \$18,454.17. Motion carried unanimously.

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

ACE HARDWARE	536.01
AIRGAS USA LLC	174.91
ARCTIC GLACIER USA INC	133.50
CAROL BELL	110.00
CHARLES J. PALMER, P.C.	2,729.68
ENTERPRISE VENDING, INC	152.40
ETNA SUPPLY COMPANY	1,785.00
FERGUSON WATERWORKS #3386	609.48
GEORGES AUTO PARTS	100.00
GEORGE'S BODY SHOP	596.32
HD SUPPLY FACILITIES MAINTENANCE LT	774.08
IDEXX DISTRIBUTION CORP	1,153.89
KIMBALL-MIDWEST	488.43

KSS ENTERPRISES	132.51
M TECH COMPANY	200.23
MACKINAC PLUMBING AND HEATING CO	112.74
MACKINAC SALES	233.92
MARK WILK	40.00
MICHAEL RICHARD LAMB	135.00
MICHIGAN STATE POLICE	33.00
MICHIGAN STEAM	152.49
MODERN CARPET CLEANING	820.41
NATIONAL OFFICE PRODUCTS	617.93
NORRIS CONTRACTING	2,176.50
NORTHERN LIGHTS FAMILY OUTFITTERS	111.00
NORTHERN SHIRT COMPANY, LLC	600.00
PARAGON LABS	280.00
PRO-VISION VIDEO SYSTEMS	315.19
SAULT PRINTING COMPANY	177.58
SPARTAN STORES	34.95
ST IGNACE TRUE VALUE	840.41
TAYLOR AUTO SUPPLY LLC	167.60
TERYN WILLIAMS	807.80
WESLEY H MAURER JR	715.21
WISCONSIN STATE LABORATORY OF HYGIE	406.00

Grand Total: \$18,454.17

There being no further business, the meeting adjourned at 7:40 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

