

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

A Regular Meeting of the St. Ignace City Council was held on Monday, September 21, 2020, remotely via Zoom video conference.

I. CALL TO ORDER:

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: Darcy Long, City Manager; Kyle Mulka, City Assessor; Charles Palmer, City Attorney; Andrea Insley, City Clerk/Treasurer; Bill Fraser, DPW Director; Lauren Yoder, Marina Director; Tony Brown, Police Chief.

Public Comment: None.

II. CONSIDERATION OF MINUTES OF THE SEPTEMBER 8, 2020 REGULAR COUNCIL MEETING:

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the minutes from September 8, 2020.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

III. CONSIDERATION OF BILLS:

It was moved by Councilmember St. Louis, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$ 36,172.39.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

Ace Hardware	August 2020 Statement	\$446.36
Ace Hardware	Golf Course August 2020 Statement	\$91.84
AirGas	Cylinder Rental	\$154.42
Amazon	SIPD Disk & Covers / CHALL Masks	\$178.45

B&B Snowplowing	August 2020 LBE Mowing	\$2,130.00
Blarney Castle Oil	August 2020 Golf Course Fuel	\$416.09
Charles J. Palmer, PC	August 2020 Attorney Fees	\$1,821.05
Cheboygan Cement	Prospect and Mary Street	\$1,483.50
ETNA	Restocking/Repair Lids/Storm Drain	\$1,214.07
Fred Feleppa/Law Office of Alfred Feleppa	August 2020 Attorney Fees	\$210.00
Global Water Xylem, Inc	Sampler for Wastewater Plant	\$299.00
Harrells	Golf Course Turf Supplies	\$647.50
Hydrite	Wastewater Bulk Ferric	\$9,133.08
Kimball Midwest	DPW Supplies	\$250.75
KSS	Marina/Parks	\$597.06
Larry Pavlat	Water Line Part Repair	\$100.00
Lynn Auto Parts	August 2020 Statement	\$2,469.85
Mackinac Sales	Aug 2020 - T-42/Water 2/Golf Cart Tire	\$698.29
Mark's Tire Inc	City Manager Car 4 Tires, Install/Balance	\$530.00
McKinley Design	Line-X Bedliner	\$1,025.00
McVeigh'sTruck & Spring Inc	T-38 Front Axle Rebuild/Parts	\$1,058.35
Michigan Steam	DPW Gloves/Brooms	\$534.81
Mike Lamb-Arrow Signs	City Manager Car Decals/LBE Vendor Banner	\$105.00
National Office Products	Golf Course Printer Ink	\$49.42
NCL	Water Plant Supplies	\$906.75
OK Industrial	DPW Gloves	\$68.60
Paragon Laboratories	Water Testing	\$1,112.00
Pitney Bowes	Postage Meter Rental	\$470.22
PowerPlan	AIS - DPW Loader Parts	\$4,220.48
Sault Printing	Copier/Printer Monthly Contract	\$44.78
Spartan Distributors	Golf Course Switch	\$67.50
Spartan Nash	DPW Water	\$27.92
St. Ignace Auto	August 2020 Statement	\$96.20

St. Ignace True Value	July/August 2020 statements	\$2,629.81
The St. Ignace News/Wesley Maurer	Minutes/Fire Authority Budget Water Plant - Roof Bids/ Help Wanted	\$308.23
The Trophy Case	Golf Course Plaques	\$82.00
Whiskey River Inc	DPW Garage Door Repair	\$265.96
	Total	\$35,944.34

IV. FINANCIALS:

The August 2020 financials were reviewed by Council. It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve the financials for August 2020 as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

V. OLD BUSINESS:

Betsy Dayrell-Hart, Planning Commission Chairperson, announced the following:

- "Walk in R1 Neighborhood with the Planning Commission" Tuesday, September 22nd at 6 p.m.
- Reviewed results from the marijuana survey taken from City residents.
- Request from Planning Commission to withdraw proposed Short-Term Rental Ordinance from Council consideration.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to allow the Planning Commission to withdraw the proposed Short-Term Rental Ordinance to review and resubmit for Public Hearing.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

VI. NEW BUSINESS:

A. Audit Presentation:

Mayor Litzner introduced Ken Talsma with Anderson Tackman to give the presentation of the City's 2019 Audit.

B. Approval of St. Ignace-Area Emergency Medical Services Council Bylaws (St. Ignace-Area EMS):

It was moved by Councilmember Clapperton, seconded by Mayor Litzner, to approve the St. Ignace-Area EMS Bylaws as presented.

Roll Call Vote:

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

No: None.
Motion carried unanimously.

C. Storm Drain Repair-Paving Bid:

DPW Director Bill Fraser informed Council that the City has received bids to pave a resident's driveway that was part of a storm drain repair. DPW Director Fraser had reached out for bids for the paving but only received one quote from Reith Riley for \$8,865, who was already working in the area. It was moved by Councilmember Pelter, seconded by Councilmember St. Louis, to approve Reith Riley's bid for paving on Medora Street.

Roll Call Vote:

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

No: None.
Motion carried unanimously.

D. Water Plant Roof Bid:

DPW Director Bill Fraser presented two bids received for the Water Plant Roofing request, one from Musick Builders for \$27,300 and another from Bonacci Construction for \$42,800. It was moved by Councilmember St. Louis, seconded by Councilmember Fullerton, to approve the bid from Musick Builders for \$27,300 to complete the Water Plant Roof replacement.

Roll Call Vote:

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

No: None.
Motion carried unanimously.

E. Resolution for Asset Management:

RESOLUTION

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

WHEREAS, the St. Ignace City Council adopts the Level of Service done by Rural Water; and

WHEREAS, the St. Ignace City Council recognizes the need for this service for Water Asset Management; and

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council acknowledges that the Level of Service has made the Water Asset Management compliant with EGLE; and

BE IT FURTHER RESOLVED that the St. Ignace City Council approves of the Level of Service done by Rural Water.

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.

F. Resolution for Fall Festival & Great Pumpkin Roll:

AMENDED RESOLUTION

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

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

WHEREAS, event requires the usage of Star Line Event Lot, 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 Star Line Event Lot, Goudreau, Ellsworth and North State Streets for this event held on the following date:
Saturday, October 3, 2020 12 p.m. – 6 p.m.

FURTHER BE IT RESOLVED that the City Council approves the closure of Goudreau Street, from Ellsworth to N. State Street on Saturday, October 3, 2020, from 3:00 p.m. to 6:00 p.m.

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.

G. City Manager Contract Amendments:

Mayor Litzner informed Council that the Negotiations Committee met on September 17th to discuss and recommend the addition of the following conditions to City Manager Long's employment contract:

- Add to Section 4.1 "Unused vacation days roll over annually up to 30 days (240 hours) maximum accrual";
- Add to Section 4.2 "Long shall not be permitted to accrue more than 12 sick days (96 hours) per year. Unused sick days roll over annually up to 200 hours maximum accrual."

It was moved by Councilmember St. Louis, seconded by Councilmember Clapperton, to approve the addition of the contract language as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

VII. CITY MANAGER'S REPORT:

City Manager Long supplied Council with the definition of a Consent Agenda that he plans to put onto the Regular agenda for upcoming Council meetings.

VIII. Committee Reports: None.

IX. Council Member Comments:

Councilmembers thanked DPW Director Bill Fraser for stepping in as Interim City Manager for a few months, welcomed Police Chief Brown to active duty and welcomed Darcy Long once again as the new City Manager.

Councilmember Fullerton suggested that Public Comment be placed towards the end of the Council's meeting agenda for future meetings.

X. Adjourn:

There being no further business, the meeting adjourned at 8:10 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

