

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

A Regular Meeting of the St. Ignace City Council was held on Monday, October 19, 2020, remotely via Zoom video conference.

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 and St. Louis.

**ABSENT:** It was moved by Mayor Litzner, seconded by Councilmember Clapperton, to approve excusing Councilmember Tremble from the meeting due to being out of town.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

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

**PUBLIC COMMENT**

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem Paquin, to hold Public Comment at the end of the meeting, after Councilmember Comments.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**CONSIDERATION OF MINUTES OF THE OCTOBER 5, 2020 REGULAR COUNCIL MEETING**

It was moved by Councilmember Clapperton, seconded by Councilmember Fullerton, to approve the minutes from October 5, 2020.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**CONSIDERATION OF BILLS**

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve payment of the bills in the amount of \$62,628.06.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

Ace Hardware	September Statement - Golf Course	\$293.01
Ace Hardware	September Statement	\$48.48
Airgas USA LLC	Cylinder Rental	\$147.69
B & B Snowplowing	September Mowing	\$1,420.00
Belonga Excavating LLC	Mary Street Sidewalk Gravel/Topsoil	\$255.00
Blarney Castle	Golf Course September Statement	\$204.47
Charles Palmer, P.C.	September Statement	\$1,240.00
Cheboygan Cement	Sidewalk Cement	\$1,702.50
Etna Supply	Water Line Operating Supplies	\$1,080.00
George's Body Shop	2008 F-250 Radiator	\$450.00
Grand Traverse Diesel Service Inc.	Link Steering	\$421.96
Hydrite	Aluminum Sulfate	\$6,049.00
Kelly's Splash of Color	Welcome Sign/Water Plant Flower Beds	\$598.00
Livingston Micrographics	UV Lamps Qrt Sleeves	\$3,953.77
Lynn Auto	September Statement	\$1,868.93
Mackinac Sales	September Statement	\$2,068.55
Mark's Tire Inc.	Durango Tires	\$393.84
MI Municipal Treasurer's Association	H. Thibault Membership	\$75.00
Michigan DNR	Reservation Reimbursement for 2020	\$949.80
Microbiologics	Water Plant Testing	\$363.02
MMTA	Advanced Institute Online Training	\$325.00
National Office Products	September Statement	\$771.34
Norris Contracting, Inc.	Ice Control Sand	\$2,086.70
Ok Industrial	Gloves	\$17.99
Oscar Larson	Repair Sump	\$7,591.88
Precision Edge Outdoor Services	Lakeside Cemetery Lawn Contract Final Season Pymnt	\$2,400.00
R & R Fire Truck Repair Inc.	1999 CSI Kenworth	\$3,994.09
Renee Vonderwerth	Sewer Project/S. State, Medora - Tree replacement	\$197.62

Spartan Distributors	St Ignace Golf Course	\$14.67
Spartan Nash	September Statement	\$27.43
St. Ignace Auto	September Statement	\$1,185.64
St. Ignace True Value	September Statement	\$1,753.21
Summit Companies	Wastewater/LBE	\$538.33
SYNCB/Amazon	September Statement	\$79.86
The St. Ignace News	September Statement - DDA	\$37.25
The St. Ignace News	September Statement	\$1,000.03
Truck & Trailer Specialities Inc.	Light Bar DPW Foreman Truck	\$378.00
WMW-Waubaushe Machine & Welding	Marina Pumpout System	\$16,646.00
<b>Total</b>		<b>\$62,628.06</b>

### **OLD BUSINESS**

Mayor Litzner informed Council that the survey taken in regard to allowing cannabis in the community has been collected. Results will be reviewed and turned over to the Planning Commission for further consideration.

### **NEW BUSINESS**

#### **A. MARINA GRANT PUMP-OUT UPDATE**

Lauren Yoder, Marina Director, updated Council on the purchase of the new pump-out system, in the amount of \$16,646, expected to arrive in November from Oakley Vac in Canada. The system will then be installed by Belonga Plumbing, weather permitting. Director Yoder stated that the Marina has requested reimbursement of \$14,424 from the Waterways Grant Program through the DNR. If approved, the reimbursement wouldn't be paid until 2021.

#### **B. ELECTION OFFICIALS**

The Election Commission recommended the following people to serve as Election Officials during the November 3, 2020 General Election:

Laurie Steiner, Donna LaLonde, Renee Vonderwerth, Susan Paul, Mary Kay Tamlyn, Sherry Cece, Helen Thibault, Debra Ferguson, Betsy Turf, Martha Sjogren, Stephen Sjogren and Elle Jansen.

In Addition, the Election Commission recommended Sherry Cece and Donna LaLonde to serve as the Receiving Board for the General Election.

It was moved by Councilmember St. Louis, seconded by Councilmember Fullerton, to approve the listed individuals as Election Officials and Receiving Board.

#### **Roll Call Vote:**

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

No: None.  
Motion carried unanimously.

**C. APPROVAL OF OVERNIGHT TRAINING FOR POLICE CHIEF BROWN**

Police Chief Brown is requesting Council's approval to attend in-person training through the Public Agency Training Council (PATC) in Utica, Michigan, October 26<sup>th</sup> through 28<sup>th</sup>. Chief Brown informed Council that there is no charge for the training, only the lodging expense. It was moved by Councilmember St. Louis, seconded by Councilmember Pelter, to approve the overnight training for Police Chief Brown October 26<sup>th</sup> through 28<sup>th</sup>.

**Roll Call Vote:**

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

No: None.  
Motion carried unanimously.

**D. RESOLUTION CLOVERLAND EASEMENT**

**RESOLUTION  
OF THE CITY OF ST. IGNACE**

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

**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 electric service to the City of St. Ignace Fire Hall.

**RESOLVED** that the City of St. Ignace has approved the grant of this easement.

**RESOLVED** that the City of St. Ignace has authorized Darcy Long, City Manager, to carry out the grant of this easement.

**WHEREAS** said easement was executed by the St. Ignace City Council, on Monday, October 19, 2020.

**Roll Call Vote:**

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

No: None.  
Absent: Councilmember Tremble.  
Resolution declared Adopted.

**E. FINANCIALS**

City Manager Long reviewed the September 2020 Financials with Council. City Manager Long stated he plans to prepare budget amendments in November and present them to Council for approval in December.

It was moved by Councilmember Clapperton, seconded by Councilmember Fullerton, to approve the September 2020 Financials as presented.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

### **CITY MANAGER'S REPORT**

City Manager Long informed Council that he has scheduled meetings in the next two weeks to work with Department Heads on the 2021 budget. A completed budget will be presented to Council by December 2020.

### **COMMITTEE REPORTS**

No Committee business at this time.

### **COUNCILMEMBER COMMENTS**

Councilmember Pelter stated a concern for the lack of communication between the Dock #3 Committee and Arnold Freight Company regarding the process for building an expansion on the property.

Mayor Litzner informed Council that a Dock #3 Committee meeting is being scheduled soon to share updated information about the plans being discussed. Mayor Litzner also wished everyone a safe Halloween.

### **PUBLIC COMMENT**

Public comment was received regarding the vote that moved the Public Comment to the end of the meeting and about the absentee voting process.

City Clerk/Treasurer Insley announced the upcoming Presidential Election November 3<sup>rd</sup> and encouraged anyone with questions about the voting process to call the City Clerk's office.

There being no further business, the meeting adjourned at 7:28 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

