

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

A Regular Meeting of the St. Ignace City Council was held on Monday, November 2, 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, 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; Lauren Yoder, Marina Director; Bill Fraser, DPW Director; Tony Brown, Police Chief; Scott Marshall, DDA Director.

CONSIDERATION OF MINUTES OF THE OCTOBER 19, 2020 REGULAR COUNCIL MEETING

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes from October 19, 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.

CONSIDERATION OF BILLS

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve payment of the bills in the amount of \$123,768.89.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

Arrow Signs	"No Trucks" & "Weight Limit 4 Tons" Signs	\$300.00
Astrea	SIPD-IT Services	\$340.00
Belonga Plumbing and Heating	Marina Shower and Urinal Repair	\$261.25
Bendzinski & Co.	Dissemination Agent/Water Bond	\$1,000.00
Compass Minerals	Road Salt Inventory	\$62,311.67
EJ USA, Inc	Water Line Supplies	\$1,470.19
Gifts Galore	City Manager & Police Chief Plaque Name Tags	\$30.00
Hawkins	Water Plant Chemicals	\$3,074.03

Idexx	Water Plant Chemicals	\$1,497.55
KSS	LBE Supplies	\$68.25
Mark Wilk	Internet supplies for Council Chambers	\$80.00
NCL	Wastewater plant supplies	\$1,391.15
NetExpress	SIFD New Fire Hall Internet/Telephone Set-up	\$2,663.92
Newberry Redi-Mix	Golf Course Mason Sand	\$1,000.00
Oscar W. Larson Co.	Qrtly UST "B" Inspection	\$255.00
Paragon Laboratories	WWTR and WTR Testing	\$217.00
Payne & Dolan Inc	Coldmix Inventory	\$7,454.72
R&R Fire Truck Repair, Inc.	1999 Kenworth/92 Grumman/2004 Pierce Rescue	\$6,549.12
Reservations.com	Chief Brown Hotel Stay 10/25-10/28 Training	\$411.29
Rieth-Riley Construction Co., Inc	Local Street Storm Drain Medora Street/Robinson	\$8,865.00
Rieth-Riley Construction Co., Inc	McCann Street Patching	\$1,800.00
Rudyard Electrical	CHALL Drinking Fountain Repair	\$245.53
St Ignace Area EMS Council	Annual Admin Contract Payment 2020	\$16,500.00
St. Ignace Chamber of Commerce	Annual Advertising Assessment	\$150.00
The Feed Station	Fall Decorations	\$86.00
The St. Ignace News	LBE Summer Sports Printing	\$64.38
The Webstaurant Store, Inc.	30 - 60" Round Tables and Dolly	\$2,799.43
USA Bluebook	Water/Wastewater Plant Supplies	\$2,544.46
Wix.com	Annual Domain Charge - LBE Website	\$14.95
Wix.com	Annual Service Fee for LBE Website	\$324.00
	Total	\$123,768.89

OLD BUSINESS

No Old Business was discussed.

LIMITED PUBLIC COMMENT

No Limited Public Comment was received.

NEW BUSINESS

A. APPROVAL OF POLICY PER PA 228 (ELECTRONIC ATTENDANCE OF PUBLIC MEETINGS)

City Manager Long presented Council with the Electronic Meeting Procedures Policy, pursuant to PA 228 of 2020. The Policy enforces that the public body may meet electronically through December 31, 2020 for any reason. Beginning January 1, 2021 through December 31, 2021, it is permissible for any member of a public body to attend a meeting electronically if reason is due to military duty, a medical condition or a statewide or locally declared state of emergency that would risk the personal health or safety of the public, per MCL 15.263 Sect 3.

After some discussion, it was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to adopt this policy pursuant to PA 228 of 2020.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

B. RESOLUTION CLOVERLAND EASEMENT TO PROVIDE SERVICE TO THE CITY OF ST. IGNACE CONCESSIONS

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

The following Resolution was offered for adoption by Councilmember Tremble, 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 # 052-019-001-50, to Cloverland Electric Cooperative, Inc. for the purpose of providing electric service to the City of St. Ignace Concessions.

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, November 2, 2020.

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

C. UPDATE CHRISTMAS TREE LIGHTING

Mayor Litzner informed Council that the St. Ignace Christmas Committee, along with the Chamber of Commerce, is planning to organize the Christmas Tree Lighting at the Marina in December with a Holiday parade and open house to follow. Mayor Litzner requested Council's approval to enter into an agreement with the Chamber of Commerce to host the event.

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to approve to contract with the Chamber of Commerce to host the Holiday event.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

D. APPROVAL OF POLICY ON SOCIAL MEDIA USE FOR EMPLOYEES/CUSTOMERS

City Manager Long submitted two proposed policies in regard to use of social media on behalf of the City of St. Ignace employees and customers of the City of St. Ignace. After some discussion, it was moved by Councilmember St. Louis, seconded by Councilmember Pelter, to approve the social media policies as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT

DPW Director Fraser announced to the Council that MDOT is planning road work on Business Loop I-75 next spring and is requesting the City's input on changing from four lanes to three lanes from High Street South to Church Street.

CITY MANAGER'S REPORT

City Manager Long briefed Council on the status of the budget preparations and the upcoming Election, November 3rd.

COMMITTEE REPORTS

St. Ignace-Area Emergency Medical Service (SI EMS) update by Mark Wilk

Mark Wilk, Area Manager, informed Council that the St. Ignace-Area EMS Council is now acting as an independent entity and reviewed their proposed budget for 2021 with Council.

Policy Committee

Mayor Litzner updated Council on the recent Policy Committee issues being considered, such as the employee manual, investment policy, new hire process and the social media policy.

Dock 3 Committee

Mayor Litzner discussed the topics from the Dock 3 Committee meetings held on October 26th and 28th, explaining there is a lengthy process to Arnold Freight's request to add approximately twenty feet to their working property from the neighboring park that will involve the State of Michigan and Planning and Zoning considerations.

COUNCILMEMBER COMMENTS

Mayor Litzner encouraged everyone to get out and vote on Election Day, November 3rd.

Councilmember Pelter offered to type out the Investment Policy into an appropriate document and voiced concerns about the FOIA process and fees.

There being no further business, the meeting adjourned at 7:44 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

