

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

A Regular Meeting of the St. Ignace City Council was held on Monday, Dec 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; Morgan Mills, Recreation Director; Lauren Yoder, Marina Director; Allen Mitchell, Police Sergeant; Andrea Insley, City Clerk/Treasurer.

Consideration of minutes from December 2, 2019 Council meeting:

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes from December 2, 2019. Motion carried unanimously.

Limited Public Comment:

Public comment was received regarding Fort deBuade and the City's Water/Sewer debt.

Additions to the Agenda:

Mayor Litzner – New hire introduction and Committee appointments.

1. PUBLIC HEARING FOR ORDINANCE NO. 650:

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to open the Public Hearing. Motion carried unanimously.

After no comment was received, it was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to close the Public Hearing. Motion carried unanimously.

2. ADOPTION OF ORDINANCE NO. 650 "2020 ANNUAL APPROPRIATION BILL:

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Pelter, to adopt Ordinance No. 650, "2020 Annual Appropriation Bill." Motion carried unanimously.

3. INTRODUCE KIM NOWACK, MACKINAC BRIDGE AUTHORITY:

Mayor Litzner introduced Kim Nowack, the new Executive Secretary/Chief Executive Officer for the Mackinac Bridge Authority. Ms. Nowack presented information on the new toll system implemented this year.

4. RESOLUTION OF COUNCIL MEETING DATES 2020:

RESOLUTION

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

WHEREAS, per the City of St. Ignace Charter, the City Council shall provide by resolution for the time and place of its regular meetings; and

WHEREAS, in accordance with the City of St. Ignace Charter following are the dates, times and places of the regular meetings:

January 6, 2020 @ 7:00 p.m. @ City Hall Council Chambers

January 21, 2020, TUESDAY @ 7:00 p.m. @ City Hall Council Chambers

February 3, 2020 @ 7:00 p.m. @ City Hall Council Chambers

February 17, 2020 @ 7:00 p.m. @ City Hall Council Chambers

March 2, 2020 @ 7:00 p.m. @ City Hall Council Chambers

March 16, 2020 @ 7:00 p.m. @ City Hall Council Chambers

April 6, 2020 @ 7:00 p.m. @ City Hall Council Chambers

April 20, 2020 @ 7:00 p.m. @ City Hall Council Chambers

May 4, 2020 @ 7:00 p.m. @ City Hall Council Chambers

May 18, 2020 @ 7:00 p.m. @ City Hall Council Chambers

June 1, 2020 @ 7:00 p.m. @ City Hall Council Chambers

June 15, 2020 @ 7:00 p.m. @ City Hall Council Chambers

July 6, 2020 @ 7:00 p.m. @ City Hall Council Chambers

July 20, 2020 @ 7:00 p.m. @ City Hall Council Chambers

August 3, 2020 @ 7:00 p.m. @ City Hall Council Chambers

August 17, 2020 @ 7:00 p.m. @ City Hall Council Chambers

September 8, 2020, TUESDAY @ 7:00 p.m. @ City Hall Council Chambers

September 21, 2020 @ 7:00 p.m. @ City Hall Council Chambers

October 5, 2020 @ 7:00 p.m. @ City Hall Council Chambers

October 19, 2020 @ 7:00 p.m. @ City Hall Council Chambers

November 2, 2020 @ 7:00 p.m. @ City Hall Council Chambers

November 16, 2020 @ 7:00 p.m. @ City Hall Council Chambers

December 7, 2020 @ 7:00 p.m. @ City Hall Council Chambers

December 21, 2020 @ 7:00 p.m. @ City Hall Council Chambers

NOW THEREFORE BE IT RESOLVED that the St. Ignace City Council approves the herein stated regular meeting dates, times and places.

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.

5. RESOLUTION OF CITY CONTRACTED EMPLOYEE WAGES 2020:

RESOLUTION

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

WHEREAS, the City Council of the City of St. Ignace desires to establish certain conditions of employment for personnel, and

WHEREAS, it is the desire of the City Council to:

1. Secure and retain the services of certain employees and to provide inducement for them to remain in such employment;
2. To make possible full work productivity by assuring adequate compensation for certain employees; and

THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of St. Ignace does hereby approve the following employee's annual salary based on 2% cost of living adjustment (COLA) or \$.45 per hour as follows:

City Manager.....Michael Stelmaszek (no change)	\$ 66,300.00
Effective date of January 1, 2020	
Executive Sec/Deputy Treasurer...Helen Thibault (.45)	\$ 19.17/per hr.
Effective date of January 1, 2020	
Clerk/Treasurer.....Andrea Insley (936.00)	\$ 46,836.00

Effective date of January 1, 2020		
Assessor.....Kyle Mulka	(936.00)	\$ 40,936.00
Effective date of January 1, 2020		
Police Chief.....Anthony Brown	(per contract)	\$ 50,000.00
Effective date of February 21, 2020		
Marina Director.....Lauren Yoder	(936.00)	\$ 30,936.00
Effective date of January 1,2020		
Recreation Director...Morgan Mills	(per contract)	\$ 40,000.00
Events/Program Coordinator ...Megan Lamb	(per contract)	\$ 32,000.00
Ice Arena Supervisor...Kevin Cambell	(per contract)	\$ 32,000.00
DPW Director.....William Fraser	(936.00)	\$ 57,036.00
Effective date of January 1, 2020		
Fire Chief.....Gary Sorenson	(2%)	\$ 16,009.33
Effective date of January 1, 2020		
Assistant Fire Chief.....Matt Bowlby	(2%)	\$ 2,941.63
Effective date of January 1, 2020		

AND FURTHER BE IT RESOLVED, that the City Council does hereby agree to the terms and conditions as set forth in the “Contract Agreements” dated January 1, 2020 between the respective parties.

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.

6. MERS 457 LANGUAGE UPDATE/CORRECTION:

City Manager Stelmaszek informed Council the language for the MERS 457 Plan needed a minor correction to appropriately describe the Employer's "non-matching contribution" to participating employees.

It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve the correction to the MERS 457 Plan language. Motion carried unanimously.

7. APPROPRIATION REQUEST TO ADDRESS MERS PENSION LIABILITY:

City Manager Stelmaszek requested Council's approval to submit a 2019 contribution of \$35,000 to the MERS Defined Benefit Pension Retirement System for the City's Unfunded Accrued Liability (UAL). It was moved by Councilmember St. Louis, seconded by Councilmember Tremble, to approve the \$35,000 payment to MERS for a 2019 contribution. Motion carried unanimously.

8. APPROPRIATION REQUEST TO TRANSFER FUNDS FROM 471 FUND TO THE 101 FUND:

City Manager Stelmaszek informed Council that he would like to move \$10,000 from the Building Improvement Fund (471) to the General Fund (101) to support various 2019 expenditures. It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve the funds transfer from the Building Improvement Fund to the General Fund for \$10,000. Motion carried unanimously.

9. BUDGET AMENDMENTS:

City Manager Stelmaszek reviewed the 2019 Budget Amendments with Council. It was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to approve the final 2019 Budget Amendments as presented by City Manager Stelmaszek. Motion carried unanimously.

10. FINANCIALS:

City Manager Stelmaszek presented the monthly financials for November to Council. It was moved by Councilmember St. Louis, seconded by Councilmember Tremble, to accept the November 2019 financials. Motion carried unanimously.

Additions to the Agenda:

Mayor Litzner – New Hire Introduction:

Mayor Litzner introduced Officer Joseph Rogers, who was recently hired in the Police Department.

Mayor Litzner – Committee Appointments:

Mayor Litzner appointed Erin Vanier to the Zoning Board of Appeals to replace Angela Litzner, and Rachel Conant to the Planning Commission to replace Samantha Radecki.

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to approve the two Committee appointments. Motion carried unanimously.

Consideration of Bills:

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve payment of the bills in the amount of \$34,884.33. Motion carried unanimously.

The following bills were presented to Council for payment:

AIRGAS USA LLC	114.80
ALFRED FELEPPA	131.25
ARNOLD'S REFRIGERATION	325.51
AXON ENTERPRISE, INC.	406.00
CHARLES J. PALMER, P.C.	1,020.32
CHEBOYGAN LIFE SUPPORT SYSTEMS INC	4,500.00
JOHNSON CONTROLS INC.	913.32
KIMBALL-MIDWEST	328.45
LYNN AUTO PARTS	2,214.24
MACKINAC COUNTY CLERK	399.49
MACKINAC COUNTY TREASURER	61.92
MACKINAC SALES	770.76
MARK & SONS PLUMBING & HEATING LLC	19,017.40
MARK'S TIRE LLC	536.44
MICHAEL RICHARD LAMB	150.00
MICHIGAN STATE POLICE	33.00
NATIONAL OFFICE PRODUCTS	336.58
NCL OF WISCONSIN INC	110.67
PARAGON LABORATORIES, INC	1,428.00
POWER PLAN	79.45
SAULT PRINTING COMPANY	99.52
SPARTAN STORES	12.96
ST IGNACE AUTOMOTIVE	244.12
ST IGNACE TRUE VALUE	249.06
STARCAP MARKETING LLC	235.00
STATE OF MICHIGAN-DEQ	150.00
STRAITS BUILDING CENTER	55.42
WESLEY H MAURER JR	457.01
Grand Total:	\$34,884.33

There being no further business, the meeting adjourned at 7:19 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

