

CITY COUNCIL MEETING

St. Ignace, Michigan

Monday, April 17, 2023 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID:

******AGENDA******

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Roll Call
- 5) Additions to Agenda
- 6) Public Comment Regarding Agenda Items (2-minute limit)
- 7) Consideration of Minutes of April 03, 2023
- 8) Old Business
 - A. Recreation Facility Manager Contract
 - B. City Council Bylaws Annual Review
- 9) New Business
 - A. Resolution for Street Decertification 23-19
 - B. Board Appointments – Rec Bd
 - C. Marina P.O.S. System Purchase
 - D. Mackinac County Tax Reverted Land
 - E. Financials
- 10) Consideration of Bills
- 11) Public Comment Regarding Non-Agenda Items (3-minute limit)
- 12) Management Report
- 13) Committee Reports
 - A. Planning Commission
 - B. Little Bear East/Recreation Update
 - C. ZBA Minutes
 - D. Negotiations Minutes
- 14) Council Member Comments

City of St. Ignace is an equal opportunity employer and provider

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 3, 2023 in the City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available. The meeting was called to order at 7:00 p.m. by Mayor LaLonde, followed by the Pledge of Allegiance. Councilmember Gustafson led the invocation.

PRESENT FROM CITY COUNCIL: Councilmember Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

ABSENT: Councilmembers Cronan and Fullerton. Council excused Councilmember Cronan from this meeting during the Regular Council meeting January 9, 2023. It was moved by Councilmember Pelter, seconded by Councilmember Gustafson, to approve excusing Councilmember Fullerton from the meeting due to being out of town. Motion carried unanimously.

STAFF PRESENT: Andrea Insley, City Clerk-Treasurer; Bill Fraser, DPW Director; Charles Palmer, City Attorney; Scott Marshall, DDA Director.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Oath of Office for Chief of Police.

PUBLIC COMMENT – AGENDA ITEMS *(2-min limit)*

Public comment was received regarding the Recreation Facility Manager.

CONSIDERATION OF MINUTES OF THE MARCH 20, 2023, REGULAR COUNCIL MEETING AND THE MARCH 21 & 22 SPECIAL COUNCIL MEETING:

It was moved by Councilmember Pelter, seconded by Councilmember Williford, to approve the minutes of the March 20, 2023, Regular Council meeting and the March 21 & 22 Special Council meeting. Motion carried unanimously.

OLD BUSINESS

ADDITION TO THE AGENDA

Mayor LaLonde – Oath of Office for Chief of Police.

At this time, City Clerk/Treasurer Insley administered the Oath of Office to Chief of Police Kevin James.

A. CITY COUNCIL BYLAWS ANNUAL REVIEW

After some discussion regarding the City Council Rules of Procedure, Section 3, F. Public Comment/Public Hearings, it was the consensus of Council to consider amendments to the number of public comments in a meeting, the time allowed during public comment and separating the procedures of public comment and public hearing in the Bylaws.

It was moved by Councilmember Pelter, seconded by Councilmember Williford, to approve postponing adoption of the amended bylaws until the next Regular Council meeting so changes can be made.

Roll Call Vote:

Yes: Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford and Gustafson.

No: None.

Motion carried unanimously.

B. INTERIM RECREATION DIRECTOR

Interim-Recreation Director Marshall shared an updated report of improvements accomplished and those scheduled to complete. He informed Council that three interviews were held and that the Recreation Advisory Committee has recommended Cathy Lamb be offered the position. It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem St. Louis, to approve the recommendation of Cathy Lamb for the position of Recreation Facility Manager and for the Negotiations Committee to schedule a meeting to establish a proposed employment contract.

Roll Call Vote:

Yes: Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford, Gustafson and Mayor LaLonde.

No: None.

Motion carried unanimously.

Council was also presented with approving Scott Marshall to continue as Interim-Recreation Director for up to an additional four weeks, to assist with the transition of the new Recreation Facility Manager.

It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to approve Mr. Marshall continuing on as Interim-Recreation Director for up to four weeks pending the DDA approval at their April 14th meeting.

Roll Call Vote:

Yes: Mayor Pro-Tem St. Louis, Councilmembers Williford, Gustafson, Mayor LaLonde and Councilmember Pelter.

No: None.

Motion carried unanimously.

C. CITY MANAGER 2ND INTERVIEW CANDIDATES

Council voted for the following three applicants to move on to a second interview for the position of City Manager: Lauren Amellal, Scott Marshall and Sue St. Onge. Second interviews will be scheduled for Friday, April 14th or Tuesday, April 18th, and Councilmember Pelter will prepare the questions to be presented to applicants.

It was moved by Councilmember Williford, seconded by Councilmember Pelter, to approve the three candidates for a second interview to be held either Friday, April 14 or Tuesday, April 18, 2023.

Roll Call Vote:

Yes: Councilmembers Williford, Gustafson, Mayor LaLonde, Councilmember Pelter, and Mayor Pro-Tem St. Louis.

No: None.
Motion carried unanimously.

NEW BUSINESS

A. RESOLUTION 23-19 – LMAS LOT SPLIT

RESOLUTION 23-19

At a Regular meeting of the City Council of the City of St. Ignace, held the 3rd day of April, 2023 at 7:00 p.m. the following Resolution was offered by Councilmember Gustafson, supported by Councilmember Williford.

Pursuant to the request of Mackinac Co/LMAS for property located on Hombach & Burdette Street, City of St. Ignace, to split off a portion of Tax Parcel #052-140-013-00 & #052-140-014-00, City of St. Ignace, Michigan.

BE IT RESOLVED, (if applicable) that pursuant to Section 263 of the Subdivision Control Act (Act 288 of 1967) as amended, (MCLA 560.263), the following parcel, Tax Parcel #052-006-035-00, City of St. Ignace, Mackinac County, Michigan, may be split and recombined or reconfigured.

Said new split parcels being set forth below:

PARCEL A

Beginning at the intersection of the South ROW of Burdette Street and the East ROW of Hombach Street, PC 6, City of St. Ignace, Mackinac County, Michigan.

Thence N 78°42'59"E 94.00 feet, along the South ROW of Burdette Street;
thence S 11°17'30"E 73.00 feet;
thence N 78°42'59"E 56.00 feet;
thence S 11°17'30"E 97.00 feet;
thence S 78°42'59"W 150.00 feet;
thence N 11°17'30"W 170.00 feet, along the East ROW of Hombach Street, to the Point of Beginning.

Containing 21,411 SqFt of land in PC 6, City of St. Ignace.

PARCEL B

Commencing at the intersection of the South ROW of Burdette Street and the East ROW of Hombach Street, PC 6, City of St. Ignace, Mackinac County, Michigan;

Thence N 78°42'59"E 94.00 feet, along the South ROW of Burdette Street, to the Point of Beginning;
Thence N 78°42'59"E 156.00 feet, along the South ROW of Burdette Street,
thence S 11°17'30"E 170.00 feet;
thence S 78°42'59"W 100.00 feet;
thence N 11°17'30"W 97.00 feet;
thence S 78°42'59"W 56.00 feet;
thence N 11°17'30"W 73.00 feet, to the Point of Beginning.

Containing 21,090 SqFt of land in PC 6, City of St. Ignace.

SURVEYOR'S NOTES:

Portions of described parcels are portions of long disused and mostly vacated plats.

PARCEL A is comprised of an unplatted parcel & an approx. 10.5 foot portion of Lots 1 & 6, with included vacated alley, Block 7 of the Hombach Edson & Moore Co Plat, all in PC 6, of City of St. Ignace.

PARCEL B is comprised of unplatted parcel & an approx. 10.5 foot portion of Lot 1, Block 7, and vacated William Street of the Hombach Edson & Moore Co Plat, and a 13.5 foot portion of Lot 15, of the Carmichael's Plat, all in PC6, City of St. Ignace.

BE IT FURTHER RESOLVED that the authorized split in said Parcel shall not be further split without permission of the City of St. Ignace.

Roll Call Vote:

Yes: Councilmember Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

No: None.

Absent: Councilmembers Cronan and Fullerton.

Resolution declared Adopted.

B. RESOLUTION 23-20 AUKEMAN LOT SPLIT

RESOLUTION 23-20

At a Regular meeting of the City Council of the City of St. Ignace, Michigan, held on this 3rd day of April, 2023 at 7:00 p.m., the following Resolution was offered by Councilmember Pelter, supported by Mayor Pro-Tem St. Louis.

Pursuant to the request of Heather L. Aukeman for property located at 260 Mary Street, St. Ignace, Michigan, to split off a portion of Tax ID #49-052-360-008-00, City of St. Ignace, Michigan and add that portion to Tax ID #49-052-360-009-00, City of St. Ignace, Michigan.

BE IT HEREBY RESOLVED by the City Council of the City of St. Ignace, Michigan, that pursuant to Section 263 of the Subdivision Control Act (Act 288 of 1967) as amended, (MCL 560.263), the following parcels, Tax ID #49-052-360-008-00 and 49-052-360-009-00, City of St. Ignace, Mackinac County, Michigan, may be split and recombined or reconfigured.

Said new split parcels being set forth below:

Tax Parcel 49-052-360-008-00

Lot 8, Block 1, GOUDREAU'S PLAT according to the plat recorded thereof, recorded in Liber 1 of Plats, page 22, Mackinac County Records, City of St. Ignace, Mackinac County, Michigan, EXCEPT the Northern 3 feet of the Eastern 65 feet of GOUDREAU'S PLAT.

Tax Parcel 49-052-360-009-00

Beginning at the Southeast corner of Lot 9, Block 1, GOUDREAU'S PLAT according to the recorded plat thereof, recorded in Liber 1 of Plats, page 22, Mackinac County Records, City of St. Ignace, Mackinac County, Michigan; thence S 80°W 82 feet; thence N10°W 34 feet; thence N80°E 82 feet; thence S10°E 34 feet to Point of Beginning.

AND

The Northern 3 feet of the Eastern 65 feet of Lot 8, Block 1, GOUDREAU'S PLAT, according to the recorded plat thereof, recorded in Liber 1 of Plats, page 22, Mackinac County Records, City of St. Ignace, Mackinac County, Michigan.

BE IT FURTHER RESOLVED that the authorized split in said Parcel shall not be further split without permission of the City of St. Ignace.

Roll Call Vote:

Yes: Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford and Gustafson.

No: None.

Absent: Councilmembers Cronan and Fullerton.

Resolution declared Adopted.

C. APPROVAL OF ELECTION INSPECTORS

A list of Election Inspectors was presented to Council for the May 2nd Election.

It was moved by Councilmember Gustafson, seconded by Councilmember Pelter, to approve the Election Inspectors and the Receiving Board for the May 2nd Election as presented.

Roll Call Vote

Yes: Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford and Gustafson.

No: None.

Abstain: Mayor LaLonde.

Motion carried unanimously with four voting and one abstaining.

CONSIDERATION OF BILLS

It was moved by Councilmember Williford, seconded by Mayor Pro-Tem St. Louis, to approve paying the bills in the amount of \$15,628.94.

ALLSTAR GRAPHICS	185.70
ARNOLD'S REFRIGERATION	140.00
BAM TOOLS	699.68
CUT RIVER SMALL ENGINE REPAIR	120.00
DUANE L BENTLEY	710.00
HARBOR FREIGHT TOOLS	779.98
HAWKINS	70.00
HD SUPPLY INC/USA BLUEBOOK	396.06
HOME DEPOT	518.06
INTERSTATE BATTERIES	257.80
KSS ENTERPRISES	375.09
LMAS DISTRICT HEALTH DEPARTMENT	216.00
MACKINAC PLUMBING AND HEATING CO	473.15
MEYER ACE HARDWARE	4,554.29
MICHAEL RICHARD LAMB	1,385.00
MILAN SUPPLY CO	462.85
PERENNIAL PARK PRODUCTS	317.32
POSTMASTER	290.00
QUILL CORPORATION	314.10
STRAITS BUILDING CENTER	1,198.46
SUNSHINE FILTERS OF PINELLAS INC	1,281.90
THE ST IGNACE NEWS	276.00
TYLER LANE	340.00
UPPER PENINSULA GOLF ASSOCIATION	125.00

VINCENT SEEWALD
WEX

85.00
57.50

Grand Total: \$15, 628.94

Roll Call Vote

Yes: Mayor Pro-Tem St. Louis, Councilmembers Williford, Gustafson, Mayor LaLonde and Councilmember Pelter.

No: None.

Motion carried unanimously.

PUBLIC COMMENT - NON-AGENDA ITEMS *(3 min limit)*

Public comment was received regarding Earth Day Community Clean-up, public comment procedures, Zoom video conference and Council's interview process.

MANAGEMENT REPORT

City Clerk/Treasurer Insley discussed the following points as part of the Management report:

-Announced that affidavits of identity and nominating petitions are due April 25th for Council and Mayor seats in the August/November elections.

-DTMB (Dept of Technology, Management and Budget has moved into the basement office of City Hall.

COMMITTEE REPORTS

None.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

There being no further business, the meeting adjourned at 8:29 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer

CITY OF ST. IGNACE - DRAFT

RECREATION FACILITY MANAGER EMPLOYMENT AGREEMENT

This Agreement made and entered into this 17th day of April 2023, by and between the City of St. Ignace, a Municipal Corporation of the State of Michigan, hereinafter referred to as "Employer," and Catherine M. Lamb, hereinafter referred to as "Employee".

WHEREAS, Employee understands that she will be employed in an "at-will" status as Recreation Facility Manager who will serve at the pleasure of the City of St. Ignace and shall be subject to removal by the City Manager, with or without cause; and

WHEREAS, the Recreation Facility Manager and the City of St. Ignace desire to have an employment agreement, hereinafter referred to as "Agreement," which specifies, inter alia, her compensation for a period of 18-months. Employee fully understands and acknowledges that even though the terms and conditions hereinafter set forth may be for an 18-month period, there is no promise by the Employer of a definite term of employment, and with the expectation that the Employee will still be employed and the terms of employment are as hereinafter set forth. Both parties fully understand that nothing in said Agreement shall be nor is intended to be construed to make said employment other than an "at-will" status with Employee serving at the pleasure of the City of St. Ignace; and

NOW THEREFORE, in consideration of the mutual covenants and promises of the parties, it is agreed as follows:

1. Term: The City hereby employs the Recreation Facility Manager as an "at will" status employee for the period beginning May 21, 2023, and ending December 31, 2024, to serve at the pleasure of the City of St. Ignace.
2. Duties: Employee shall conduct, manage, and discharge the duties of the position of Recreation Facility Manager and shall, to the best of her ability, discharge all the duties imposed upon her by the City Manager, as defined by the City Charter and statutes of the State of Michigan and all duties described in the attached City of St. Ignace Recreation Facility Manager job description. The Employee shall be operationally responsible to the City Manager or their designee.
3. Compensation: Beginning with the effective date of this contract, the City of St. Ignace employs the Recreation Facility Manager, and agrees to compensate her at a prorated annual salary of \$_____, payable in equal biweekly increments according to the Employer's regular payroll cycle. Effective January 1, 2024, Employer agrees to increase the annual salary to \$_____.
4. Performance Review: The City Manager shall meet with Employee bi-annually to conduct an evaluation of Employee's job performance, including an evaluation of goals and expectations previously established. The format and content of said performance evaluation shall be established by the City Manager, and shall be provided to Employee prior

to the performance review. The City Manager, may at his or her discretion, initiate performance evaluations at other times than those set forth herein.

5. Holidays: Employee shall receive the same paid holidays as other full-time, non-represented City employees.
6. Retirement: Employee shall receive, as a benefit of employment, the right to participate in any retirement plan currently offered by the City and for which she is eligible, as allowed by law, if the employee so chooses to participate.

Limited buyout for sick and vacation time on retirement - cap at 400 hours total between both sick and vacation accrual.

7. Disability and Life Insurance: Disability and Life Insurance during employment with Employer shall be furnished to Employee in the same amounts, and at the same cost as is furnished to other City of St. Ignace employees. Additionally, Employee is entitled to workers' compensation coverage, should she be injured on the job, the same as is offered to other employees of Employer.
8. Health Insurance: Employee and her dependents shall be eligible for all health, dental, and vision insurance benefits for which other City employees are eligible, per Employer's group health insurance plan, upon the first day of employment. No health care upon retirement.

Employees electing to receive medical coverage are required to pay a set contribution bi-weekly through payroll. Employees opting out of coverage shall receive an in-lieu-of payment in conjunction with their regular payroll cycle.

9. Death or Incapacitation During Term of Employment: If Employee dies, Employer shall pay to her estate all the compensation which would otherwise be payable to Employee up to the date of her death. If Employee becomes medically incapacitated, Employer shall pay to Employee all compensation owed to Employee. The Agreement shall terminate as of the said date of death or incapacitation. As used herein, compensation means all wages owed to Employee up to the date of death and all unused vacation and sick time up to the date of death.
10. Vacation: Employer agrees to furnish Employee with twelve (10) vacation days, of eight (8) hours each, annually, effective with the signing of this contract, with twenty-five (25) days maximum accumulation. Vacation time is computed on the number of hours for which an employee is paid, excluding overtime. Vacation time may be used in increments of one hour or more and will not be granted before it is earned. Employee may begin using vacation leave after the first six months of employment. All unused vacation time will be paid upon severance of employment with Employer at a prevailing rate.
11. Employee shall receive one (1) eight-hour personal day per calendar year. Personal leave is non-accumulative and lost if not used within the calendar year. Employee's birthday is also granted as a personal day to be used within a reasonable time of the actual birthday.

12. Sick Pay: Employee will receive paid sick time, credited at a rate of one (1) eight-hour sick day per month, not to exceed twelve days (96 hours) per calendar year, with one hundred five (105) days maximum accumulation. All unused sick leave days will be paid upon severance of employment with Employer at a prevailing rate. If Employee is discharged under the terms of this Agreement, no payment for unused sick leave will be paid.
13. Work Schedule: The work schedule will be sufficient to complete work as the Recreation Facility Manager. Employer acknowledges that Recreation Department hours are varied because recreation programs and facility activities are outside other typical City Department hours. Employee reserves the right to adjust her schedule accordingly, observing a regular two-week pay period of eighty (80) hours.
14. Work Rules: Employer reserves the right to publish and enforce reasonable work rules, policies, and regulations as long as the terms thereof are not in violation of any term of this Agreement, further provided that said work rules will be in writing. Said work rules shall go into effect upon personal service of said rule. Within this Agreement, it is also understood that all other work rules outside of those expressly provided within this Agreement shall be adhered to, including but not limited to a bi-annual performance review by the City Manager.
15. Professional Development: Upon the approval of the City Manager, Employer shall pay for Employee's travel, subsistence, training, and dues necessary for professional development. A professional development plan will be established and will allow Employee to work with the City Manager and City Council on providing input for training opportunities.
16. Business Expenses: Upon the approval of the City Manager, Employer shall reimburse Employee for any business-related expenses she has paid out-of-pocket in the discharge of City business according to Employer's current policy, provided Employee furnishes complete and accurate records documenting such travel expense and further provided that the City Manager approves expenditures.
17. Termination Agreement: This Agreement is for an 18-month term as hereinbefore mentioned; however, Employee is employed on an "at-will" status and serves at the pleasure of the Employer, under direct supervision of the City Manager. However, if the employment of Employee is terminated prior to December 31, 2024, without cause, Employer agrees that it shall give Employee sixty (60) days severance pay and benefits based upon the pay rate in effect in this contract at the time of severance. If Employee decides to terminate her employment, the severance pay hereinbefore mentioned for said sixty (60) days is not applicable, and there shall be no severance pay.
18. Voluntary Separation: Employee shall notify Employer in writing thirty (30) days prior to voluntarily terminating employment with the City if said voluntary termination is before December 31, 2024. Upon employment termination, Employee shall be responsible for turning in all equipment and property belonging to Employer.
19. Indemnification: Employer shall defend, save harmless, and indemnify Employee against any tort, professional liability claims, or deemed or other legal action, whether groundless

or otherwise, arising out of an alleged act of omission occurring in the performance of Recreation Facility Manager duties for the City of St. Ignace with such duties to include all obligations and commitments as outlined in this Agreement. Employer will pay the amount of any settlement or judgment rendered thereon, provided that nothing herein shall obligate Employer to pay the costs of defending any criminal action brought by any state or federal authority or defend Employee.

20. Prior Agreements: All prior agreements pertaining to, connected with, or arising in any manner out of the employment of Recreation Facility Manager by the City of St. Ignace, including, but not limited to, prior employment agreements, either oral or in writing, between the parties are hereby terminated and shall hereafter be of no force or effect whatsoever.
21. Governing Law: The laws of the State of Michigan shall at all times and in all respects govern this Agreement and the construction and interpretation thereof.
22. Entire Agreement: The parties agree that this Agreement contains the entire Agreement and understanding by and between the City of St. Ignace and the Recreation Facility Manager with respect to the employment of Employee and representations, promises, contracts, or understandings, written or oral, not contained herein, shall have no force of effect. No change or modifications of this Agreement shall be valid or binding unless it is in writing and signed by the party intending to be bound. No waiver of any provisions of this Agreement shall be valid unless it is in writing and signed by the party against whom the waiver is sought to be enforced.
23. Savings: The parties agree that should any part of this Agreement be rendered or declared invalid or illegal by legislation, the decree of the court of competent jurisdiction, National Labor Relations Board, or other established or to be established governmental administrative tribunal, such invalidation shall not affect the remaining portions of this Agreement.

In Witness Whereof, the parties have hereunto executed this Agreement on April 17, 2023.

City of St. Ignace

Catherine M. Lamb, Recreation Facility Manager

William Lalonde, Mayor

, City Manager

Date: April 12, 2023

To: City Council Members

From: Don Gustafson

Here are the proposed changes to the City Council bylaws that I plan to offer for consideration at our April 17 meeting

Both are on page 5 Section 3F

- 1) Change the section to read Each speaker will be asked to state his/her name and address for the record.

This section currently says Each speaker shall state his/her name and address for the record.

- 2) Change the section to read Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary. This opportunity for public input will be offered before any items of business are considered by the Council. This section does not apply to public hearings held by the Council.

This would have one time for public comment instead of two and not differentiate between public comment for agenda and non-agenda items. It would also clarify that public comment is not limited to three minutes during a public hearing.

Those would be the two changes that I am asking Council to consider at this time.

impugning of members' motives, and confine debate or comments to the question under discussion. The presiding official shall endeavor to conduct the meeting in a fashion that draws a balance between the informality and congeniality possible in a small community while also maintaining the decorum and formality necessary to transact business in an orderly fashion.

C. Compulsory Attendance & Conduct at Meetings

Any two or more members of the Council may compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance.

The presiding officer shall enforce orderly conduct at meetings and any member of the Council or other officer who shall fail to conduct himself in an orderly manner at any meeting shall be deemed guilty of misconduct in office. Any police officer designated by the presiding officer of the meeting shall serve as the Sergeant-at-arms of the Council in the enforcement of the provisions of this section. (Charter Section 6.6)

D. Agenda Preparation

An agenda for each regular meeting shall be prepared by the City Manager in consultation with the Mayor in accordance with the following order of business: Call to Order, Pledge of Allegiance, Invocation, Roll Call, Public Hearings, Additions to the Agenda, Public Comment Concerning Agenda Items, Consideration of Minutes, Old Business, New Business, Consideration of Bills, Public Comment Concerning Non-Agenda Items, City Manager's Report, Committee Reports, Council Member Comments, Closed Sessions, Adjournment.

The order of business may be changed at a meeting by the presiding officer or by a majority vote of the council. A consent agenda may be used to allow the council to act on numerous administrative or noncontroversial items at one time. Included on this agenda can be noncontroversial matters such as approval of minutes, payment of bills, approval of recognition resolutions, etc. Upon request by any member of the council, an item shall be removed from the consent agenda and placed on the regular agenda for discussion.

E. Agenda Distribution

Agenda and council packets will be delivered to each Councilor on the Friday prior to each regular council meeting. The agenda will also be posted on the City's website. Deadline for Public: Requests for agenda items with supporting documentation is 4:00 pm seven (7) business days prior to each regular council meeting. The Mayor and City Manager will authorize placement of the request. Deadline for Staff: An agenda item with supporting documentation is 4:00 pm Thursday prior to each regular council meeting.

F. Public Comment / Public Hearings

At regular and special meetings of the council, individuals, attending in-person or virtually, wishing to be heard may address the council during the public comment/public hearing periods as set forth in the agenda under the following rules:

1. Each speaker shall state name and address for the record.
2. Each speaker is limited to two (2) minutes of comment regarding agenda items, and three (3) minutes of comment regarding non-agenda items unless the presiding officer decides more time is necessary.

RESOLUTION FOR STREET DECERTIFICATION 23-19

The following resolution was offered for adoption by _____,
supported by Councilmember _____:

WHEREAS, the City of St. Ignace does wish to decertify/vacate a portion of Spruce Street, and

WHEREAS, this decertification/vacation of Spruce Street commencing at the intersection of Hombach Street and Spruce Street (Point of Beginning) thence west along the center line of Spruce Street 400 ft. (Point of End).

FURTHER BE IT RESOLVED, that said street decertification/vacation totals in length of 400 feet.

Roll Call Vote:

Yes:

No:

Absent:

Resolution declared _____.

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a Regular meeting held on Monday, April 17, 2023, at 7:00p.m.

Andrea Insley, City Clerk/Treasurer

REQUEST FOR CHANGE IN THE MAJOR STREET SYSTEM

ACT 51, PUBLIC ACT OF 1951, AS AMENDED

DURING CALENDAR YEAR 2022

MAIL TO: Michigan Department of Transportation, Bureau of Transportation Planning, P.O. Box 30050, Lansing, MI 48909.
NOTE: Refer to the "UNIFORM CRITERIA for MAJOR STREETS."

CITY OR VILLAGE ST. IGNACE	PREPARED BY BILL FRASER	PHONE NUMBER (906) 430-0090	DATE 02/22/23	TERMINI		LENGTH IN FEET + ADDED - DELETED	SURFACE TYPE
				FROM	TO		
				CHAMBERS STREET	TRUCKEY STREET	+3770	ASPHALT
				BUSINESS LOOP I-75	MCCANN STREET	+2193	ASPHALT

JUSTIFICATION

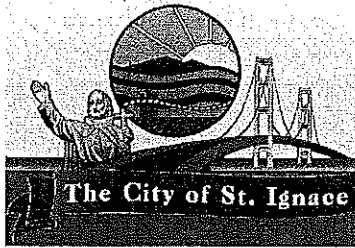
A NEW ST. IGNACE FIRE STATION WAS BUILT/ COMPLETED IN THE SPRING OF 2021, AT THE INTERSECTION OF CHAMBERS AND SOUTH MARLEY.

THESE TWO STREETS ARE CURRENTLY DESIGNATED AS LOCAL STREETS. I FEEL THE NEW FIRE STATION ALONG WITH SOUTH MARLEY BEING A MAJOR HUB

TO MACKINAC COUNTY COURTHOUSE SHOULD BE CONSIDERED AS MAJOR STREETS.

Recreation Board 2023

Emily Fullerton	City Representative	906-298-1507	12/23
Bridgett Sorenson	SSM Tribe of Chippewa	906-430-0536	
Carol Halberg	St. Ignace Area Schools	906-430-7410	11/28
Austin Kimberling	Moran Twp.	906-643-9359	11/24
Mandy Bowlby	Moran Twp.	906-298-0436	12/23
Ed Paquin	City Representative	231-420-4984	12/23
Quincy Ranville	Visitors Bureau	906-643-6950	
Robert St. Louis	Mayor Pro-Tem	906-430-0271	11/23
Kathleen Lee	Hockey Association	616-916-7176	
	City Manager	906-643-9671	



City of St. Ignace, MI

396 N State Street
St. Ignace, MI, 49781
cityofstignace.com

Staff Report

Agenda Date: 4/17/2023

Presenter: Joe Stearns, Marina Director

Department: Marina

City Manager:

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE: Marina Point of Sale (POS) System

BACKGROUND:

- Current cash register and credit card machine systems are not integrated to a cash register.
- We spend a good deal of time managing daily reconciliation, as the systems are old and subject to high input error
- Biggest concern is the credit card terminal in the Fuel Dock POS site is connected via a phone line, integrated into the dock via long cables and a junction box, which is susceptible to corrosion. We have lost use of credit card machine on our busiest days, including the 4th of July for more than six hours, pending debug and fix.
- Proposal is to buy a new cash drawer and mobile terminal for both the Office and the Fuel Dock. The Fuel Dock terminal will support a cellular signal and free us from connection to a high risk of failure cable.
- Expect to have better quality of input with new user interface and integration with cash register and credit card terminal.
- Expect to have higher quality daily closure, with fewer errors to research and explain.

FISCAL EFFECT:

- Proposing the hardware solution from our current payment service provider Payment Solutions.
- Configuration and Cost:
 - Clover Mini - \$ 975 x 2 = \$ 1,950
 - cash drawer - \$ 150 x 2 = \$ 300
 - Total = \$ 2,250
 - \$25/month for Fuel Dock mobility (cellular) fee. Hardwire in the office.
- No expected negative impact to bottom line - Can support with existing budget
 - Possibility of grant support – approximately June
- Proposal is to go with current credit card support vendor which is providing good support to the Marina, Museum, and Golf Course. Additionally, this solution allows us to continue to have the customer incur the credit card transaction fees, where Paypal solution requires percentages on billed revenue.

SUPPORTING DOCUMENTATION:

See three bids attached: Clover, Square and PayPal.

RECOMMENDATION:

- Proposal is to move forward now, in order to train staff as early as possible in the season.
- Proposal is to go with Current credit card support vendor (Payment Solutions which is providing good support to the Marina, Museum, and Golf Course. Additionally, this solution allows us to continue to have the customer incur the credit card transaction fees, where PayPal requires percentages on billed revenue.

From: Shannon Wonnacott <smwonnacott@gmail.com>
Sent: Thursday, March 2, 2023 4:43 PM
To: Kharizma Labinski <klabinski@cityofstignace.com>
Subject: Re: City of St. Ignace Marina

Hi Kharizma,

Here are the cost details for the Clover POS set up...

Hardware

Clover Mini \$975 x 2 = \$1950

Cash drawer \$150 x 2 = \$300

Total = \$2250

Monthly Clover fees

TransArmor Data Protection \$19.95

Register Lite Pan - \$14.95 x 2 = \$29.90

Total = \$\$48.85

If you want it to operate over LTE Clover charges \$25 (They recently increased it)

I believe we can offer a payment plan as well. Let me know if you have any questions.

Shannon Wonnacott
Payment Solutions
906-440-2696
smwonnacott@gmail.com

Modern payments, fast and simple. 7" touchscreen and integrated printer. Connects via WiFi, LTE, or Ethernet. High resolution camera for barcode or QR code scanning features. Includes swiper, EMV reader, Apple-Pay, PIN debit entry.



Register



Terminal



Stand



Stand Mount



Reader
for contactless and chip



Reader
for magstripe



Accessories

Your cart

10 items for \$1,812.00

Checkout



In stock

Square Stand (2nd generation)

Qty ▼

\$149.00

[Remove](#)



In stock

10.2" iPad WiFi 64GB - Space Grey (2021)

Qty ▼

\$329.00

[Remove](#)



In stock

Square Reader for magstripe

Qty ▼

\$0.00

[Remove](#)



In stock

USB Receipt Printer

Qty ▼

\$299.00

[Remove](#)



Terminal

What do you get when you merge our point-of-sale app and card reader in one portable device? The Zettle Terminal.

\$199

for terminal only.

Terminal with built-in barcode scanner for \$239.

[Shop the terminal →](#)

PayPal A:

POS transaction fees

Our POS system prices include a standard fee for each transaction. Get access to your money in minutes through your PayPal balance.¹ Fees are subject to change.

Card-present transactions

2.29%

+ \$0.09 per transaction

Manual card entry transactions

3.49%

+ \$0.09 per transaction

Invoicing transactions

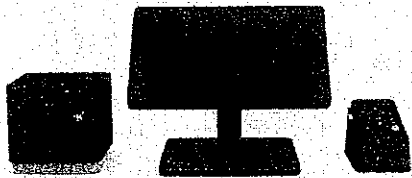
3.49%

+ \$0.09 per transaction

QR code transactions

2.29%

+ \$0.09 per transaction



Store Kit Standard

From **\$499** excl. tax

iPad (Optional)

iPad 10.2" Spacegrey 32 GB Wifi + Cellular **\$459**

Items out of stock:

- iPad 10.2" Spacegrey 32 GB Wifi + Cellular

Add to Cart - \$499

\$548.90 incl. tax

If you're starting your first business, or you want a cheaper, smarter and more stylish solution than the one you have currently, this is the system we recommend.

This kit includes

- Zettle Reader 2
- Zettle Dock 2
- iPad Stand 360
- Smart Printer
- Thermal Rolls for Smart Printer

Zettle Reader 2

- Whether you want to take payments with you in-store or on the go, the Zettle Reader 2 is the reader for you
- Our Zettle Reader 2 enables you to accept chip cards, contactless (NFC) cards, Apple Pay, and Google Pay anywhere
- Connect wirelessly to our Zettle Go App via Bluetooth, accept payments quickly, and get money in your bank account fast



Free shipping



Free support



30 days returns

If you're not satisfied within the first 30 days, return your hardware for a full refund

Zettle Dock 2

Zettle Dock 2 perfectly match with our Zettle Reader

2

- For fuss-free days and to ensure you never miss a payment whether in-store or in a pop-up location, our Zettle Dock 2 locks Zettle Reader 2 into place and charges in-dock
- A pulsating light indicates when the card reader is ready to take a payment
- Can be attached to your table or countertop with a mounting puck

Zettle Stand 360

- The iPad Stand 360 is designed to high standards and matches the other products in our hardware range
- Made out of seamlessly cut aluminium and has a smart cable solution
- It is rotatable so that you can present the screen to your customers

Smart Printer

- Ideal for demanding hospitality environment and space-conscious retail outlets
- This is the printer for you if your business needs larger, longer receipts, and requires frequent and fast printing

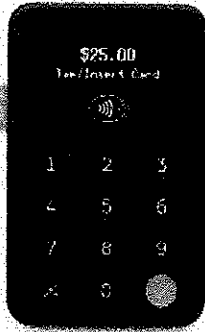
Thermal Paper Rolls for Smart Printer

- Receipt Thermal rolls made specifically for in-store sales with our Smart Printer
- Width: 3 inches
- Each package contains 10 receipt rolls

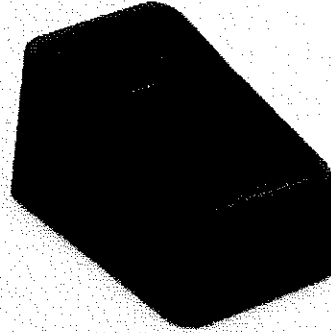
Apple iPad iPad 10.2"

Download our PayPal Zettle POS App on your iPad, connect the reader and you now have a POS System ready to go.

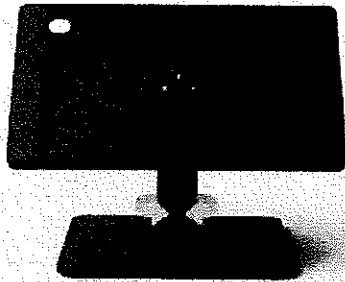
This kit includes:



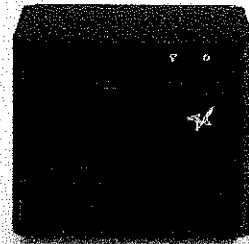
Zettle Reader 2 Black



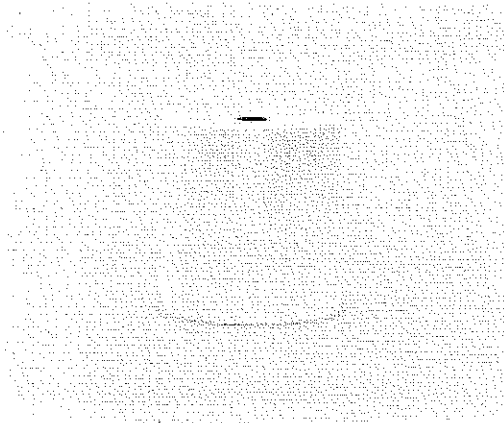
Zettle Dock 2 Black



Zettle Stand 360



Smart Printer



Thermal rolls for Smart

Decision Factors

Solution Provider	1) Payment Solutions	2) Piecemeal Solution - no integrated Solution provider	3) Piecemeal Solution no integrated solution provider
Hardware Provider Cash Drawer Display Interface	Clovis Mini Clovis Csh Drawer \$2250	Sq D (See quote) \$1812	Assume Similar to Sq D best case. ~\$1812
Credit Card Serv CO	Existing Provider	Need a new CC service Vendor	Pay Pal
CC Fees	Paid by our customer	Paid by us ~3%	Paid by us 2.29-3.34%
Service	One Company - Current City Vendor	Multiple Contacts based on segmented approach	Multiple Contacts based on segmented approach

County of Mackinac

JENNIFER E. GOUDREAU

County Treasurer

100 Marley Street
St. Ignace, MI 49781
www.mackinacounty.net

Phone: (906) 643-7318
Fax: (906) 643-6745
TDD: 800-649-3777

April 10, 2023

TO: Mackinac County Cities & Townships
Mackinac County Board of Commissioners

RE: Tax Reverted Lands

*****This letter requires Board action*****

Attached is a list of properties which have reverted to the County for non-payment of 2020 property taxes that are to be offered at public auction on Thursday, August 17, 2023. I am required to offer the parcels first to the State of Michigan, then to the local units of government and finally to the County. The State is required to pay Fair Market Value or minimum bid, whichever is greater.

Please note: New legislation was passed effective January 1, 2021 to address surplus proceeds of the sale of tax foreclosed properties. It also changes the way tax foreclosed lands can now pass to the Local Township and Cities.

Please refer to MCL 211.78m(1). Here is a breakdown:

- If the State elects not to purchase tax foreclosed property and there are no claims for the surplus proceeds, the city or township may purchase the foreclosed property by paying the minimum bid.
- If the State elects not to purchase tax foreclosed property and there ARE 1 or more claims for the surplus proceeds, the city or township may purchase the foreclosed property by paying the minimum bid OR fair market value, whichever is greater. I have determined the fair market value will be double the current State Equalized Value but will not defend such.
- The other BIG change in this process is that the tax foreclosed property the City or Township purchases NO LONGER needs to be for public purpose. The City or Township will NO LONGER have to remit profit from subsequent sales of said purchased property.

It is my hope that all units of government will pass on their option and I can offer the parcels to the general public at the August Auction. Keeping the property in public ownership will keep the value on the tax rolls and therefore preventing loss of tax dollars.

Please review the parcel(s) in your unit and let me know in writing as soon as possible if your

Board has a reason to acquire any tax foreclosed property.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer E. Goudreau". The signature is written in black ink and is positioned above the printed name.

Jennifer E. Goudreau
County Treasurer

008-100-034-84

\$ 2,800.00

\$ 700.92

*****UNDIVIDED 1/105th Interest ONLY*****

PRIVATE CLAIM NO. 6 UNDIVIDED 1/105 INTEREST IN: THE W 844.53 FT OF THE E 3383 FT W OF MARLEY ST EXT LYING N OF HWY EXC W 50 FT AND THE W 1800 FT OF E 5583 FT OF PC6 W OF MARLEY ST EXT LYING N OF HWY US-2 EXC COM AT THE INT OF W LINE OF MARLEY ST EXT AND THE N R/W OF HWY US-2 TH S78 DEG 50'23"W 2203.70 FT ALONG US-2 R/W TH S 79 DEG 20'10"W 332.56 FT ALONG US-2 R/W TO THE POB TH CONT S 79 DEG 16'02E 250.0 FT ALONG US-2 R/W TH N 11 DEG 08'32"W 167.55 FT TO THE N LINE OF PC6 TH N 79 DEG 16'02"E 250.00 FT ALONG PC 6 TH S 11 DEG 08'32"E 167.85 FT TO THE POB PART OF PC 6

Property Address: US-2, SAINT IGNACE MI

009-262-001-40

\$ 159,600.00

\$ 20,794.49

SEC 12 T41N R12W COMM AT THE NE COR OF SEC 12 TH N 89 DEG 12'15"W 357.80 FT ALONG N LINE TO THE POB TH CONT N 89 DEG 12'15"W 715.60 FT ALONG N LINE TH S 02 DEG 11'28"W 1444.29 FT TO LAKE MICHIGAN TH S 61 DEG 28'43"E 399.10 FT ALONG SHORE TH S 25 DEG 20'27"E 773.82 FT ALONG SHORE TH N 02 DEG 11'28"E 2324.91 FT TO THE POB. 28.86 ACRES M/L. PARCELS "8 & 9" WITH EASEMENT FOR 1/E, PART OF LOT 1

Property Address: EASEMENT OFF BAKER RD, GOULD CITY MI

052-160-015-00

\$ 39,600.00

\$ 5,523.46

ASSESSOR'S PLAT NO. 2 LOT 7 AND 8 BLOCK 3.

Property Address: 930 N STATE ST, SAINT IGNACE MI



Eastern UP GIS



Map Publication:
04/10/2023 11:18 AM



Disclaimer: This map does not represent a survey or legal document and is provided on an "as is" basis. EUP expresses no warranty for the information displayed on this map document.



GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Revenues					
TAXES	TAXES	32,597.24	53,859.30	1,356,493.00	3.97
LIC/PERM	LICENSES AND PERMITS	0.00	0.00	900.00	0.00
CHG SERV	CHARGE FOR SERVICES	0.00	131.42	26,650.00	0.49
O/REV	OTHER REVENUE	2,909.28	17,139.02	117,100.00	14.64
FIN/FOR	FINES AND FORFEITURES	0.00	0.00	400.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	3,000.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	131,370.00	0.00
UNCLASSIFIED	Unclassified	3,059.63	7,378.73	376,200.00	1.96
TOTAL REVENUES		38,566.15	78,508.47	2,012,113.00	3.90
Expenditures					
101	CITY COUNCIL	1,344.96	5,108.64	25,195.00	20.28
172	CITY MANAGER	25,399.26	60,707.35	169,600.00	35.79
191	ACCOUNTING DEPT	60.00	60.00	32,650.00	0.18
201	ADMINISTRATION	11.98	36.50	12,900.00	0.28
215	CLERK	19,859.60	43,927.54	307,350.00	14.29
234	CENTRAL SUPPLIES	962.07	1,540.67	3,500.00	44.02
247	BOARD OF REVIEW	886.89	886.89	1,860.00	47.68
257	ASSESSOR	3,123.80	10,049.59	36,900.00	27.23
262	ELECTIONS	95.41	710.41	8,620.00	8.24
265	BLDG & GROUNDS	4,940.42	9,974.75	31,600.00	31.57
266	ATTORNEY	6,200.00	11,849.50	40,300.00	29.40
301	POLICE	40,844.18	95,626.72	582,026.00	16.43
335	SAFETY & HEALTH	0.00	84.25	450.00	18.72
336	FIRE DEPARTMENT	6,609.18	23,462.31	127,785.00	18.36
441	PUBLIC WORKS	8,391.50	29,007.74	141,350.00	20.52
444	SIDEWALKS	0.00	0.00	505.00	0.00
448	STREET LIGHTING	3,517.93	10,571.75	38,000.00	27.82
701	PLANNING	0.00	0.00	3,000.00	0.00
703	ZONING BD OF APPEALS	0.00	0.00	480.00	0.00
704	COMMUNITY DEVELOPMENT	0.00	3,289.98	75,450.00	4.36
770	PARK MAINT	151.51	1,178.60	103,875.00	1.13
773	BOAT LAUNCH	92.02	197.79	4,225.00	4.68
953	FRINGE BENEFITS	5,451.93	15,950.19	76,129.00	20.95
954	INSURANCE & BONDS	0.00	7,617.22	16,300.00	46.73
965	TRANS TO OTHER FUNDS	0.00	0.00	91,984.00	0.00
TOTAL EXPENDITURES		127,942.64	331,838.39	1,932,034.00	17.18
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		38,566.15	78,508.47	2,012,113.00	3.90
TOTAL EXPENDITURES		127,942.64	331,838.39	1,932,034.00	17.18
NET OF REVENUES & EXPENDITURES		(89,376.49)	(253,329.92)	80,079.00	316.35

User: ANDREA

DB: St Ignace

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2023	% BDGT
		MONTH 03/31/2023	03/31/2023	AMENDED BUDGET	USED
Fund 202 - MAJOR STREETS					
Revenues					
TAXES	TAXES	1,070.72	1,689.85	30,300.00	5.58
O/REV	OTHER REVENUE	29,608.49	49,075.39	64,967.00	75.54
INT	INTEREST AND RENTALS	0.00	0.00	2,200.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	37,500.00	0.00
CONT	CONT FM LOCAL UNITS	0.00	0.00	6,500.00	0.00
ST REV	STATE REVENUE	38,264.39	86,926.23	275,000.00	31.61
UNCLASSIFIED	Unclassified	395.07	1,185.21	399,800.00	0.30
TOTAL REVENUES		69,338.67	138,876.68	816,267.00	17.01
Expenditures					
444	SIDEWALKS	1.56	1.56	2,130.00	0.07
451	ROAD CONSTRUCTION	0.00	0.00	403,880.00	0.00
463	ROUTINE MAINT	5,808.40	8,235.46	64,090.00	12.85
474	TRAFFIC CONTROL	36.37	151.06	4,670.00	3.23
479	SNOW & ICE CONTROL	15,307.35	56,314.64	117,850.00	47.79
483	ADM & RECORDS	531.98	1,793.36	15,979.00	11.22
486	SURFACE MAINT TRUNKLINE	0.00	0.00	5,115.00	0.00
488	SWEEPING & FLUSHING TRUNKLINE	0.00	0.00	1,008.00	0.00
491	DRAINAGE & BACKSLOPES TRUNKLIN	0.00	0.00	1,518.00	0.00
497	WINTER MAINT TRUNKLINE	8,269.26	33,685.54	46,527.00	72.40
965	TRANS TO OTHER FUNDS	0.00	0.00	116,000.00	0.00
TOTAL EXPENDITURES		29,954.92	100,181.62	778,767.00	12.86
Fund 202 - MAJOR STREETS:					
TOTAL REVENUES		69,338.67	138,876.68	816,267.00	17.01
TOTAL EXPENDITURES		29,954.92	100,181.62	778,767.00	12.86
NET OF REVENUES & EXPENDITURES		39,383.75	38,695.06	37,500.00	103.19

User: ANDREA

DB: St Ignace

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2023	% BDGT
		MONTH 03/31/2023	03/31/2023	AMENDED BUDGET	USED
Fund 203 - LOCAL STREET					
Revenues					
TAXES	TAXES	1,070.72	1,689.85	92,716.00	1.82
O/REV	OTHER REVENUE	0.00	0.00	5,000.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	500.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	142,500.00	0.00
CONT	CONT FM LOCAL UNITS	0.00	0.00	6,500.00	0.00
ST REV	STATE REVENUE	10,209.91	32,426.34	110,000.00	29.48
UNCLASSIFIED	Unclassified	180.37	541.11	105,100.00	0.51
TOTAL REVENUES		11,461.00	34,657.30	462,316.00	7.50
Expenditures					
444	SIDEWALKS	0.00	0.00	4,075.00	0.00
451	ROAD CONSTRUCTION	0.00	0.00	205,425.00	0.00
463	ROUTINE MAINT	5,318.66	9,922.81	144,250.00	6.88
474	TRAFFIC CONTROL	0.00	525.98	4,075.00	12.91
479	SNOW & ICE CONTROL	14,512.15	45,631.86	52,150.00	87.50
483	ADM & RECORDS	759.94	2,105.84	6,825.00	30.85
965	TRANS TO OTHER FUNDS	0.00	0.00	6,000.00	0.00
TOTAL EXPENDITURES		20,590.75	58,186.49	422,800.00	13.76
Fund 203 - LOCAL STREET:					
TOTAL REVENUES		11,461.00	34,657.30	462,316.00	7.50
TOTAL EXPENDITURES		20,590.75	58,186.49	422,800.00	13.76
NET OF REVENUES & EXPENDITURES		(9,129.75)	(23,529.19)	39,516.00	59.54

User: ANDREA

PERIOD ENDING 03/31/2023

DB: St Ignace

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 271 - LIBRARY FUND					
Revenues					
TAXES	TAXES	1,427.93	2,253.47	85,500.00	2.64
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	250.00	0.00
O/REV	OTHER REVENUE	280.00	380.00	1,000.00	38.00
INT	INTEREST AND RENTALS	0.00	0.00	500.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	275.85	660.95	2,500.00	26.44
UNCLASSIFIED	Unclassified	15,473.14	30,035.68	103,100.00	29.13
TOTAL REVENUES		17,456.92	33,330.10	192,850.00	17.28
Expenditures					
790	LIBRARY	14,918.03	40,324.80	190,850.00	21.13
965	TRANS TO OTHER FUNDS	0.00	0.00	2,000.00	0.00
TOTAL EXPENDITURES		14,918.03	40,324.80	192,850.00	20.91
Fund 271 - LIBRARY FUND:					
TOTAL REVENUES		17,456.92	33,330.10	192,850.00	17.28
TOTAL EXPENDITURES		14,918.03	40,324.80	192,850.00	20.91
NET OF REVENUES & EXPENDITURES		2,538.89	(6,994.70)	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 273 - DOCK NO. 3 IMPROVEMENTS					
Revenues					
UNCLASSIFIED	Unclassified	1.00	31,447.00	31,297.00	100.48
TOTAL REVENUES		1.00	31,447.00	31,297.00	100.48
Expenditures					
598	DOCK #3 IMPROVEMENTS	0.00	0.00	31,297.00	0.00
TOTAL EXPENDITURES		0.00	0.00	31,297.00	0.00
Fund 273 - DOCK NO. 3 IMPROVEMENTS:					
TOTAL REVENUES		1.00	31,447.00	31,297.00	100.48
TOTAL EXPENDITURES		0.00	0.00	31,297.00	0.00
NET OF REVENUES & EXPENDITURES		1.00	31,447.00	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 285 - AMERICAN RESCUE PLAN ACT					
Revenues					
UNCLASSIFIED	Unclassified	5,000.00	65,000.00	65,000.00	100.00
TOTAL REVENUES		5,000.00	65,000.00	65,000.00	100.00
Expenditures					
965	TRANS TO OTHER FUNDS	5,000.00	65,000.00	65,000.00	100.00
TOTAL EXPENDITURES		5,000.00	65,000.00	65,000.00	100.00
Fund 285 - AMERICAN RESCUE PLAN ACT :		5,000.00	65,000.00	65,000.00	100.00
TOTAL REVENUES		5,000.00	65,000.00	65,000.00	100.00
TOTAL EXPENDITURES		5,000.00	65,000.00	65,000.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 584 - GOLF COURSE FUND					
Revenues					
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	6,000.00	0.00
O/REV	OTHER REVENUE	0.00	0.00	7,050.00	0.00
FIN/FOR	FINES AND FORFEITURES	0.00	0.00	125.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	200.00	0.00
UNCLASSIFIED	Unclassified	365.00	365.00	161,375.00	0.23
TOTAL REVENUES		365.00	365.00	174,750.00	0.21
Expenditures					
797	GOLF COURSE OPERATIONS	1,404.88	6,086.34	172,248.00	3.53
905	DEBT SERVICE	243.78	731.34	2,200.00	33.24
TOTAL EXPENDITURES		1,648.66	6,817.68	174,448.00	3.91
Fund 584 - GOLF COURSE FUND:					
TOTAL REVENUES		365.00	365.00	174,750.00	0.21
TOTAL EXPENDITURES		1,648.66	6,817.68	174,448.00	3.91
NET OF REVENUES & EXPENDITURES		(1,283.66)	(6,452.68)	302.00	2,136.65

User: ANDREA

DB: St Ignace

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 590 - SEWER FUND					
Revenues					
TAXES	TAXES	43,704.15	131,099.79	524,727.00	24.98
LIC/PERM	LICENSES AND PERMITS	705.47	2,132.76	8,000.00	26.66
CHG SERV	CHARGE FOR SERVICES	7,466.58	19,234.64	88,000.00	21.86
O/REV	OTHER REVENUE	4,071.50	11,010.23	51,100.00	21.55
INT	INTEREST AND RENTALS	0.00	0.00	1,500.00	0.00
UNCLASSIFIED	Unclassified	35,241.81	112,556.05	568,371.00	19.80
TOTAL REVENUES		91,189.51	276,033.47	1,241,698.00	22.23
Expenditures					
540	SWR ADMIN	8,140.98	19,859.60	122,760.00	16.18
541	SWR PLANT OPERATIONS	42,259.11	101,275.62	386,891.00	26.18
542	SWR LN MAINT	6,277.52	12,134.66	89,750.00	13.52
544	2010 USDA SWR IMP RR&I	23,671.02	23,968.05	48,600.00	49.32
905	DEBT SERVICE	0.00	0.00	481,136.00	0.00
906	SRF/ 5593 01	0.00	0.00	109,361.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	51,800.00	0.00
TOTAL EXPENDITURES		80,348.63	157,237.93	1,290,298.00	12.19
Fund 590 - SEWER FUND:					
TOTAL REVENUES		91,189.51	276,033.47	1,241,698.00	22.23
TOTAL EXPENDITURES		80,348.63	157,237.93	1,290,298.00	12.19
NET OF REVENUES & EXPENDITURES		10,840.88	118,795.54	(48,600.00)	244.44

User: ANDREA

DB: St Ignace

PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 591 - WATER FUND					
Revenues					
TAXES	TAXES	34,273.77	102,826.69	409,500.00	25.11
CHG SERV	CHARGE FOR SERVICES	26,440.39	82,547.31	478,000.00	17.27
O/REV	OTHER REVENUE	6,180.06	16,323.81	79,300.00	20.58
INT	INTEREST AND RENTALS	0.00	0.00	1,800.00	0.00
O/FINAN	OTHER FINANCING SOURCES	1,399.21	7,171.17	26,000.00	27.58
UNCLASSIFIED	Unclassified	19,710.18	64,480.57	298,159.00	21.63
TOTAL REVENUES		88,003.61	273,349.55	1,292,759.00	21.14
Expenditures					
223	SRF-STATE REVOLVING FUNDS	0.00	0.00	177,653.00	0.00
550	WTR ADMIN	8,995.18	21,668.18	138,715.00	15.62
551	WTR PLANT OPERATIONS	48,098.47	115,793.68	486,550.00	23.80
552	WTR LINE MAINT	23,055.07	53,795.40	241,000.00	22.32
553	2000 WTR RR&I	1,586.34	18,286.30	0.00	100.00
905	DEBT SERVICE	0.00	105,937.50	167,241.00	63.34
965	TRANS TO OTHER FUNDS	0.00	0.00	81,600.00	0.00
TOTAL EXPENDITURES		81,735.06	315,481.06	1,292,759.00	24.40
Fund 591 - WATER FUND:					
TOTAL REVENUES		88,003.61	273,349.55	1,292,759.00	21.14
TOTAL EXPENDITURES		81,735.06	315,481.06	1,292,759.00	24.40
NET OF REVENUES & EXPENDITURES		6,268.55	(42,131.51)	0.00	100.00

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PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 594 - MARINA FUND					
Revenues					
TAXES	TAXES	0.00	0.00	5,000.00	0.00
O/REV	OTHER REVENUE	0.00	0.00	102,700.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	900.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	175,600.00	0.00
UNCLASSIFIED	Unclassified	62,239.48	101,616.76	241,400.00	42.09
TOTAL REVENUES		62,239.48	101,616.76	525,600.00	19.33
Expenditures					
590	MARINA ADMIN	6,639.20	11,807.31	55,600.00	21.24
597	MARINA OPERATIONS	11,674.94	14,529.37	299,476.00	4.85
851	INSURANCE	0.00	3,515.64	9,750.00	36.06
965	TRANS TO OTHER FUNDS	84,265.00	84,265.00	92,265.00	91.33
TOTAL EXPENDITURES		102,579.14	114,117.32	457,091.00	24.97
Fund 594 - MARINA FUND:					
TOTAL REVENUES		62,239.48	101,616.76	525,600.00	19.33
TOTAL EXPENDITURES		102,579.14	114,117.32	457,091.00	24.97
NET OF REVENUES & EXPENDITURES		(40,339.66)	(12,500.56)	68,509.00	18.25

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PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 596 - GARBAGE COLLECTION					
Revenues					
LIC/PERM	LICEENSES AND PERMITS	103.35	312.73	1,200.00	26.06
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	5,000.00	0.00
UNCLASSIFIED	Unclassified	10,999.80	32,943.10	123,000.00	26.78
TOTAL REVENUES		11,103.15	33,255.83	129,200.00	25.74
Expenditures					
528	GARBAGE COLLECTION	10,306.31	30,918.93	122,000.00	25.34
965	TRANS TO OTHER FUNDS	0.00	0.00	7,200.00	0.00
TOTAL EXPENDITURES		10,306.31	30,918.93	129,200.00	23.93
Fund 596 - GARBAGE COLLECTION:					
TOTAL REVENUES		11,103.15	33,255.83	129,200.00	25.74
TOTAL EXPENDITURES		10,306.31	30,918.93	129,200.00	23.93
NET OF REVENUES & EXPENDITURES		796.84	2,336.90	0.00	100.00

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PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 641 - EQUIPMENT FUND					
Revenues					
CHG SERV	CHARGE FOR SERVICES	2,373.21	6,031.23	7,000.00	86.16
O/REV	OTHER REVENUE	666.45	1,460.03	11,000.00	13.27
TRANS	TRANSFERS-INTERNAL ACTIV	18,815.58	56,722.88	125,825.00	45.08
O/FINAN	OTHER FINANCING SOURCES	105.84	158.76	1,822.00	8.71
UNCLASSIFIED	Unclassified	15,296.62	48,458.95	169,205.00	28.64
TOTAL REVENUES		37,257.70	112,831.85	314,852.00	35.84
Expenditures					
581	GARAGE MAINT	15,794.44	34,750.02	52,227.00	66.54
582	EQUIPMENT MAINT	16,857.60	35,281.20	187,780.00	18.79
905	DEBT SERVICE	0.00	0.00	39,610.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	23,948.00	0.00
TOTAL EXPENDITURES		32,652.04	70,031.22	303,565.00	23.07
Fund 641 - EQUIPMENT FUND:					
TOTAL REVENUES		37,257.70	112,831.85	314,852.00	35.84
TOTAL EXPENDITURES		32,652.04	70,031.22	303,565.00	23.07
NET OF REVENUES & EXPENDITURES		4,605.66	42,800.63	11,287.00	379.20

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PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 664 - OFFICE EQUIPMENT POOL					
Revenues					
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	12,900.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	18,050.00	0.00
TOTAL REVENUES		0.00	0.00	30,950.00	0.00
Expenditures					
233	CENTRAL EQUIP	2,525.30	5,395.57	30,950.00	17.43
TOTAL EXPENDITURES		2,525.30	5,395.57	30,950.00	17.43
Fund 664 - OFFICE EQUIPMENT POOL:					
TOTAL REVENUES		0.00	0.00	30,950.00	0.00
TOTAL EXPENDITURES		2,525.30	5,395.57	30,950.00	17.43
NET OF REVENUES & EXPENDITURES		(2,525.30)	(5,395.57)	0.00	100.00

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PERIOD ENDING 03/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 03/31/2023	YTD BALANCE 03/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST					
Revenues					
INT	INTEREST AND RENTALS	0.00	0.00	600.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	41,800.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	20,000.00	0.00
TOTAL REVENUES		0.00	0.00	62,400.00	0.00
Expenditures					
201	ADMINISTRATION	0.00	0.00	36,000.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	12,000.00	0.00
TOTAL EXPENDITURES		0.00	0.00	48,000.00	0.00
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST:					
TOTAL REVENUES		0.00	0.00	62,400.00	0.00
TOTAL EXPENDITURES		0.00	0.00	48,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	14,400.00	0.00
TOTAL REVENUES - ALL FUNDS					
		431,982.19	1,179,272.01	7,352,052.00	16.04
TOTAL EXPENDITURES - ALL FUNDS					
		510,201.48	1,295,531.01	7,149,059.00	18.12
NET OF REVENUES & EXPENDITURES					
		(78,219.29)	(116,259.00)	202,993.00	57.27

Invoices for Approval

Monday, April 17, 2023

Airgas	DPW Rental Gases	\$196.06
Amazon	March/April 2023 Statement	\$1,225.45
Anderson Tackman	Audit 2022 - Progressive Billing	\$315.00
Arrow Signs	LBE Fitness Center Signs/Decals	\$135.00
Captain's Quarters Wash & Dry Dock	SIFD-Fire Suit Cleaning	\$18.50
Charles J. Palmer, P.C.	March 2023 Statement	\$3,296.24
Kimball Midwest	DPW Paint	\$171.84
KSS Enterprises	LBE Supplies	\$980.22
Mackinac Sales	March 2023 Statement	\$3,727.52
McVeigh's Truck Springs Inc.	T-35 Spring/Anchor Pins	\$31.57
Microbiologics	WTR Lab Supplies	\$390.33
NAPA Auto Parts	March 2023 Statement	\$948.64
National Office Products	March 2023 Statement	\$670.32
NBS Calibrations/Northern Balance	WTR Plant Weights Calibrations	\$180.00
NCL	WTR Plant Supplies	\$1,270.71
Oscar E. Larson Co.	Marina Qrtly B/Annual A Inspections	\$705.00
Paragon Laboratories	WWTR Testing	\$1,606.96
Rudyar Electric Services Inc.	LBE Locker Room Lights	\$2,545.06
Safety-Kleen Systems Inc.	DPW Empty/Clean Oil Separator	\$2,049.64
Seewald's Towing	SIPD Towing	\$65.00
Spartan Nash/Family Fare	March 2023 Statement	\$54.99
St. Ignace Auto	March 2023 Statement	\$192.06
St. Ignace True Value	March 2023 Statement	\$3,765.93
State of Michigan	WTR Plant Microbiology	\$3,180.48
Stoops	DPW Bearings	\$59.75
Ted Festerling LLC	DPW Auger Motor Bobcat Snowblower	\$1,158.23
The St. Ignace News	March 2023 Statement	\$860.20
Varsity Catering/Wild Blueberry	LBE Fitness Program Challenge	\$425.00
		\$30,225.70

EXPENSES BY FUND

MONDAY, April 17, 2023

101	\$4,181.95	GENERAL FUND
248	\$70.40	DDA
249	\$42.90	BUILDING INSPECTOR
271	\$39.99	BOARDWALK
509	\$6,874.13	COMMUNITY CENTER
571	\$8.00	MUSEUM STORE
584	\$749.00	GOLF COURSE
590	\$1,866.58	WASTEWATER
591	\$6,777.77	WATER
594	\$705.00	MARINA
641	\$8,641.98	EQUIPMENT
664	\$268.00	CENTRAL EQUIPMENT
TOTAL:	\$30,225.70	

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/14/2023	AP	AIRGAS USA LLC	Invoice: 9995872671 Ref#: 65070(1426015)		
		OPERATING SUPPLIES	641-582-750.000	196.06	
		Vnd: 1909 Invoice: 9995872671	641-000-202.000		196.06
		Expected Check Run: 04/14/2023		196.06	196.06
04/14/2023	AP	AMAZON CAPITAL SERVICES, INC.	Invoice: MARCH/APRIL 2023 Ref#: 65057(A35PBTBGTOMZEC)		
		OPERATING SUPPLIES	101-265-750.000	7.98	
		CAPITAL OUTLAY EQUIP	591-551-977.000	679.00	
		CAPITAL OUTLAY EQUIP	591-551-977.000	262.46	
		OPERATING SUPPLIES	101-301-750.000	91.96	
		OPERATING SUPPLIES	101-215-750.000	27.98	
		OPERATING SUPPLIES	591-551-750.000	32.89	
		OPERATING SUPPLIES	591-551-750.000	59.67	
		CABLE TV	509-763-854.000	119.85	
		OPERATING SUPPLIES	591-552-750.000	99.97	
		OPERATING SUPPLIES	509-763-750.000	253.73	
		OPERATING SUPPLIES	101-262-750.000	43.99	
		OPERATING SUPPLIES	271-790-750.000	39.99	
		Vnd: 3141 Invoice: MARCH/APRIL 2023	101-000-202.000	330.09	
		Vnd: 3141 Invoice: MARCH/APRIL 2023	591-000-202.000		1,141.97
		Vnd: 3141 Invoice: MARCH/APRIL 2023	509-000-202.000		373.58
		Vnd: 3141 Invoice: MARCH/APRIL 2023	271-000-202.000		39.99
		Expected Check Run: 04/14/2023		2,049.56	2,049.56
04/14/2023	AP	ANDERSON TACKMAN & COMPANY	Invoice: 134218 Ref#: 65084(80848)		
		ACCOUNTING & AUDITING	101-191-807.000	315.00	
		Vnd: 0016 Invoice: 134218	101-000-202.000		315.00
		Expected Check Run: 04/14/2023		315.00	315.00
04/14/2023	AP	CAPTAIN'S QUARTERS WASH & DRY INC	Invoice: 390457 Ref#: 65083(390457)		
		EQUIP MAINT SUPP, FIRE	101-336-778.000	18.50	
		Vnd: 3280 Invoice: 390457	101-000-202.000		18.50
		Expected Check Run: 04/14/2023		18.50	18.50
04/14/2023	AP	CHARLES J. PALMER, P.C.	Invoice: 11312 Ref#: 65076(MARCH 2023 (354-1))		
		CONTRACTED SERV	101-266-818.000	3,296.24	
		Vnd: 3089 Invoice: 11312	101-000-202.000		3,296.24
		Expected Check Run: 04/14/2023		3,296.24	3,296.24

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/14/2023	AP	KIMBALL-MIDWEST OPERATING SUPPLIES Vnd: 0118 Invoice: 100942412	Invoice: 100942412 Ref#: 65065(214384) 641-582-750.000 641-000-202.000	171.84	171.84
		Expected Check Run: 04/14/2023			
04/14/2023	AP	KSS ENTERPRISES OPERATING SUPPLIES Vnd: 0774 Invoice: 1467678	Invoice: 1467678 Ref#: 65064(LBE) 509-762-750.000 509-000-202.000	171.84	171.84
		Expected Check Run: 04/14/2023			
04/14/2023	AP	MACKINAC SALES EQUIPMENT REPAIRS & MAINT EQUIP MAINT SUPP EQUIP MAINT SUPP Vnd: 0131 Invoice: MARCH 2023 Vnd: 0131 Invoice: MARCH 2023	Invoice: MARCH 2023 Ref#: 65063(STIG39) 641-582-932.000 509-762-778.000 641-582-778.000 641-000-202.000 509-000-202.000	2,623.87 349.62 754.03	3,377.90 349.62
		Expected Check Run: 04/14/2023			
04/14/2023	AP	MC VEIGH'S TRUCK SPRINGS EQUIP MAINT SUPP Vnd: 1484 Invoice: 025058	Invoice: 025058 Ref#: 65066(T-35 FRONT SPRING/PINS) 641-582-778.000 641-000-202.000	3,727.52	3,727.52
		Expected Check Run: 04/14/2023			
04/14/2023	AP	MICHAEL RICHARD LAMB CONTRACTED SERV Vnd: 2631 Invoice: 6587	Invoice: 6587 Ref#: 65071(LBE/FTNESS) 509-763-818.000 509-000-202.000	31.57	31.57
		Expected Check Run: 04/14/2023			
04/14/2023	AP	MICROBIOLOGICS INC OPERATING SUPPLIES Vnd: 1666 Invoice: 1008204	Invoice: 1008204 Ref#: 65082(27027) 591-551-750.000 591-000-202.000	135.00	135.00
		Expected Check Run: 04/14/2023			
				390.33	390.33

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/14/2023	AP	MOTOR PARTS AND EQUIPMENT CORP	Invoice: MARCH 2023 Ref#: 65085(4822)		
		GAS & OIL	641-582-759.000	104.69	
		EQUIP MAINT SUPP	641-582-778.000	343.16	
		OPERATING SUPPLIES	641-582-750.000	319.28	
		OPERATING SUPPLIES	590-542-750.000	12.39	
		OPERATING SUPPLIES	591-552-750.000	113.16	
		OPERATING SUPPLIES	101-441-750.000	55.96	
		Vnd: 0128 Invoice: MARCH 2023	641-000-202.000		767.13
		Vnd: 0128 Invoice: MARCH 2023	590-000-202.000		12.39
		Vnd: 0128 Invoice: MARCH 2023	591-000-202.000		113.16
		Vnd: 0128 Invoice: MARCH 2023	101-000-202.000		55.96
		Expected Check Run: 04/14/2023		948.64	948.64

04/14/2023	AP	NATIONAL OFFICE PRODUCTS	Invoice: MARCH 2023 Ref#: 65058(101067)		
		CONTRACTED SERV	101-257-831.000	8.00	
		EQUIPMENT REPAIRS & MAINT	664-233-932.000	133.00	
		OPERATING SUPPLIES	101-172-750.000	24.00	
		CONTRACTED SERV	571-807-818.000	8.00	
		COMMUNICATIONS	509-752-853.000	24.00	
		CONTRACTED SERV	101-336-831.000	24.00	
		CONTRACTED SERV	248-743-818.000	8.00	
		CONTRACTED SERV	101-215-831.000	32.00	
		CONTRACTED SERV	591-552-818.000	8.00	
		CONTRACTED SERV	591-551-818.000	8.00	
		CONTRACTED SERV	591-550-831.000	8.00	
		EQUIPMENT REPAIRS & MAINT	101-301-932.000	24.00	
		OFFICE SUPP	509-762-728.000	29.98	
		OFFICE SUPP	509-762-728.000	25.72	
		OFFICE SUPP	509-762-728.000	25.50	
		EQUIPMENT REPAIRS & MAINT	664-233-932.000	135.00	
		OFFICE SUPP	509-762-728.000	145.12	
		Vnd: 0163 Invoice: MARCH 2023	101-000-202.000		112.00
		Vnd: 0163 Invoice: MARCH 2023	664-000-202.000		268.00
		Vnd: 0163 Invoice: MARCH 2023	571-000-202.000		8.00
		Vnd: 0163 Invoice: MARCH 2023	509-000-202.000		250.32
		Vnd: 0163 Invoice: MARCH 2023	248-000-202.000		8.00
		Vnd: 0163 Invoice: MARCH 2023	591-000-202.000		24.00
		Expected Check Run: 04/14/2023		670.32	670.32

04/14/2023	AP	NCL OF WISCONSIN INC	Invoice: 485290 Ref#: 65069(WTR PLANT)		
		OPERATING SUPPLIES	591-551-750.000	1,270.71	
		Vnd: 0167 Invoice: 485290	591-000-202.000		1,270.71
		Expected Check Run: 04/14/2023		1,270.71	1,270.71

1,270.71	1,270.71
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PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/14/2023	AP	NORTHERN BALANCE AND SCALE INC	Invoice: 0134888 Ref#: 65061(UP0231)		
		CONTRACTED SERV	591-553-818.000	180.00	
		Vnd: 1645 Invoice: 0134888	591-000-202.000		180.00
		Expected Check Run: 04/14/2023			
				<u>180.00</u>	<u>180.00</u>
04/14/2023	AP	OSCAR W LARSON	Invoice: SRVCE00000907319 Ref#: 65067(100792)		
		CONTRACTED SERV	594-597-818.000	205.00	
		Vnd: 0394 Invoice: SRVCE00000907319	594-000-202.000		205.00
		Expected Check Run: 04/14/2023			
				<u>205.00</u>	<u>205.00</u>
04/14/2023	AP	OSCAR W LARSON	Invoice: SRVE00000905247 Ref#: 65068(220324-0197)		
		CONTRACTED SERV	594-597-818.000	500.00	
		Vnd: 0394 Invoice: SRVE00000905247	594-000-202.000		500.00
		Expected Check Run: 04/14/2023			
				<u>500.00</u>	<u>500.00</u>
04/14/2023	AP	PARAGON LABORATORIES, INC	Invoice: 144372-235460 Ref#: 65077(WWTR PLANT)		
		CONTRACTED SERV	590-541-818.000	505.00	
		Vnd: 1724 Invoice: 144372-235460	590-000-202.000		505.00
		Expected Check Run: 04/14/2023			
				<u>505.00</u>	<u>505.00</u>
04/14/2023	AP	PARAGON LABORATORIES, INC	Invoice: 144372-235434 Ref#: 65078(WWTR TESTING)		
		CONTRACTED SERV	590-541-818.000	1,101.96	
		Vnd: 1724 Invoice: 144372-235434	590-000-202.000		1,101.96
		Expected Check Run: 04/14/2023			
				<u>1,101.96</u>	<u>1,101.96</u>
04/14/2023	AP	RUDYARD ELECTRICAL SERVICE INC	Invoice: 7283 Ref#: 65079(LBE LOCKER ROOM LIGHTS)		
		BLDG. MAINT SUPPLIES	509-761-776.000	2,545.06	
		Vnd: 0687 Invoice: 7283	509-000-202.000		2,545.06
		Expected Check Run: 04/14/2023			
				<u>2,545.06</u>	<u>2,545.06</u>
04/14/2023	AP	SAFETY-KLEEN SYSTEMS INC	Invoice: 91540703-2301678040 Ref#: 65081(ST26123)		
		CONTRACTED SERVICES	641-581-813.000	2,049.64	
		Vnd: 0195 Invoice: 91540703-2301678040	641-000-202.000		2,049.64
		Expected Check Run: 04/14/2023			
				<u>2,049.64</u>	<u>2,049.64</u>

Post Date Journal Description PROOF ONLY - JOURNAL ENTRIES NOT CREATED GL Number DR Amount CR Amount

04/14/2023	AP	SPARTAN STORES	Invoice: MARCH 2023 Ref#: 65060(017323)			
		OPERATING SUPPLIES	101-441-750.000	17.95		
		CATERING	509-762-818.003	37.04		
		Vnd: 0088 Invoice: MARCH 2023	101-000-202.000			17.95
		Vnd: 0088 Invoice: MARCH 2023	509-000-202.000			37.04
		Expected Check Run: 04/14/2023				

04/14/2023	AP	ST IGNACE AUTOMOTIVE	Invoice: MARCH 2023 Ref#: 65062(7675)			
		EQUIPMENT REPAIRS & MAINT	641-582-932.000	25.00		
		GAS & OIL	641-582-759.000	64.56		
		EQUIP MAINT SUPP	641-582-778.000	51.00		
		OPERATING SUPPLIES	641-582-750.000	14.00		
		Vnd: 0207 Invoice: MARCH 2023	101-441-750.000	37.50		154.56
		Vnd: 0207 Invoice: MARCH 2023	641-000-202.000			37.50
		Vnd: 0207 Invoice: MARCH 2023	101-000-202.000			
		Expected Check Run: 04/14/2023				

04/14/2023	AP	ST IGNACE TRUE VALUE	Invoice: MARCH 2023 Ref#: 65086(220)			
		BLDG. MAINT SUPPLIES	641-581-776.000	585.34		
		OPERATING SUPPLIES	641-581-750.000	55.98		
		EQUIP MAINT SUPP	641-582-778.000	33.98		
		EQUIP MAINT SUPP	509-762-778.000	17.92		
		BLDG. MAINT SUPPLIES	509-762-776.000	1,331.56		
		OFFICE SUPP	509-762-728.000	49.47		
		REPAIR & MAINT SUPP	509-762-775.000	29.34		
		OPERATING SUPPLIES	101-265-750.000	238.99		
		CONTRACTED SERV	591-551-818.000	93.26		
		OPERATING SUPPLIES	591-551-750.000	333.86		
		OPERATING SUPPLIES	590-541-750.000	247.23		
		Vnd: 0206 Invoice: MARCH 2023	641-000-202.000			675.30
		Vnd: 0206 Invoice: MARCH 2023	509-000-202.000			1,428.29
		Vnd: 0206 Invoice: MARCH 2023	101-000-202.000			238.99
		Vnd: 0206 Invoice: MARCH 2023	591-000-202.000			427.12
		Vnd: 0206 Invoice: MARCH 2023	590-000-202.000			247.23
		Expected Check Run: 04/14/2023				

04/14/2023	AP	ST IGNACE TRUE VALUE	Invoice: MARCH 2023-GOLF Ref#: 65087(905)			
		CAPITAL OUTLAY EQUIP	584-797-977.000	749.00		
		Vnd: 0206 Invoice: MARCH 2023-GOLF	584-000-202.000			749.00
		Expected Check Run: 04/14/2023				

04/14/2023	AP	ST IGNACE TRUE VALUE	Invoice: MARCH 2023-GOLF Ref#: 65087(905)			
		CAPITAL OUTLAY EQUIP	584-797-977.000	749.00		
		Vnd: 0206 Invoice: MARCH 2023-GOLF	584-000-202.000			749.00
		Expected Check Run: 04/14/2023				

User: SHERRY
 DB: St Ignace
 PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date Journal Description GL Number DR Amount CR Amount

04/14/2023 AP STATE OF MICHIGAN-DEQ Invoice: 761-11094374 Ref#: 65072(553752)
 OPERATING SUPPLIES 591-551-750.000 3,180.48
 Vnd: 0151 Invoice: 761-11094374 591-000-202.000 3,180.48

04/14/2023 AP STOOPS WESTERN STAR OF MICHIGAN Invoice: X316001526:01 Ref#: 65073(T43)
 EQUIP MAINT SUPP 641-582-778.000 59.75
 Vnd: 3515 Invoice: X316001526:01 641-000-202.000 59.75

04/14/2023 AP TED FESTERLING LLC Invoice: 10439 Ref#: 65075(DPW BOBCAT PRICING)
 EQUIP MAINT SUPP 641-582-778.000 59.75
 Vnd: 2455 Invoice: 10439 641-000-202.000 59.75

04/14/2023 AP THE ST IGNACE NEWS Invoice: MARCH 2023 Ref#: 65059(CITY OF ST IGNACE AND DDA)
 PRINT & PUBLISH 101-101-900.000 284.70
 PRINT & PUBLISH 101-247-900.000 70.20
 PRINT & PUBLISH 249-702-900.000 42.90
 HOME SHOW EXP 509-762-856.001 264.20
 PRINT & PUBLISH 509-752-900.000 85.80
 PRINT & PUBLISH 591-550-900.000 50.00
 PRINT & PUBLISH 248-743-900.000 62.40
 Vnd: 1978 Invoice: MARCH 2023 101-000-202.000 354.90
 Vnd: 1978 Invoice: MARCH 2023 249-000-202.000 42.90
 Vnd: 1978 Invoice: MARCH 2023 509-000-202.000 350.00
 Vnd: 1978 Invoice: MARCH 2023 591-000-202.000 50.00
 Vnd: 1978 Invoice: MARCH 2023 248-000-202.000 62.40

04/14/2023 AP VARSITY CATERING CO Invoice: WILD BLUEBERRY Ref#: 65074(LBE COMMUNITY CHALLENGE)
 PROGRAM EXPENSES 509-753-750.000 860.20
 Vnd: 0361 Invoice: WILD BLUEBERRY 509-000-202.000 860.20

04/14/2023 AP VINCENT SEEWALD Invoice: 6374 Ref#: 65080(SIPD TOW)
 CONTRACTED SERV 101-301-818.000 65.00
 Vnd: 2759 Invoice: 6374 101-000-202.000 65.00

Expected Check Run: 04/14/2023
 Expected Check Run: 04/14/2023
 Expected Check Run: 04/14/2023

31,049.81 31,049.81

Post Date Journal Description PROOF ONLY - JOURNAL ENTRIES NOT CREATED GL Number DR Amount CR Amount

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
		ACCOUNTS PAYABLE	101-000-202.000		4,181.95
		ACCOUNTS PAYABLE	248-000-202.000		70.40
		ACCOUNTS PAYABLE	249-000-202.000		42.90
		ACCOUNTS PAYABLE	271-000-202.000		39.99
		ACCOUNTS PAYABLE	509-000-202.000		6,874.13
		ACCOUNTS PAYABLE	571-000-202.000		8.00
		ACCOUNTS PAYABLE	584-000-202.000		749.00
		ACCOUNTS PAYABLE	590-000-202.000		1,866.58
		ACCOUNTS PAYABLE	591-000-202.000		6,777.77
		ACCOUNTS PAYABLE	594-000-202.000		705.00
		ACCOUNTS PAYABLE	641-000-202.000		8,641.98
		ACCOUNTS PAYABLE	664-000-202.000		268.00
		TOTAL INCREASE IN PAYABLE:			30,225.70

Cash/Payable Account Totals:

Accepted as written 4-11-23

Minutes

St. Ignace Planning Commission
March 14, 2023
7:00 p.m., City Hall and via Zoom

1. **Meeting was called to order** at 7:04 p.m. by Chairperson Betsy Dayrell-Hart.
2. **Roll Call** – Betsy Dayrell-Hart, present; Rick Perry, present; Jim Drazo, present; Cindy Snyder, present; Tharan Suvarna, absent due to illness; Mike Williford, absent due to vacation; and Rachel Conant, absent due to children’s school-related commitments. Rick made a motion to excuse Tharan, Mike, and Rachel. Cindy seconded and the motion passed unanimously. A quorum was present. Stephanie Baar, Scott Marshall, and Charlotte Doud were also in attendance.
3. **Approval of Minutes** – Betsy made a motion to approve the meeting minutes of Tuesday, February 14, 2023. Jim seconded. The vote was unanimous to approve.
4. **Approval of Agenda** – Nothing added.
5. **Public Comments** – No public comments.
6. **Scheduled Public Hearings** – None at this time.
7. **Unfinished Business**
Redevelopment Ready Community Progress
Tasks needed to complete RRC essentials include:
Need flexible parking requirements in new zoning ordinance.
The city needs to create a clearly defined and documented internal staff policy, which is in process.
Need a defined process for site development and special land use review. A table is needed for the new zoning ordinance that clearly defines what projects require a permit or a review. Trello mentions adding a checklist with an attachment about what a developer needs to know.

Betsy sent commissioners a list of changing housing needs compiled by the housing subcommittee for review/comment, which included:
Manufactured/Mobile Homes definition may have to be added.
Setbacks: Typo noted: 8” should be 8’ (feet).
Make the front setback for lots ten feet, which allows enough room for plows to plow snow.
Maintain rear lot setback at 25 feet.
Percent of lot coverage: 35% for all residential districts. A bungalow court or tiny house development lot coverage could be variable, along with parking spaces. Such developments would be considered SLU (special land use).
Lot frontage for all districts could be narrowed to 45 feet instead of 80 feet, which would allow for subdividing larger R-1 district lots. Lot square footage in all residential districts could be 6,750 feet.

ALL new residential structures MUST be connected to city water and sewer. If someone cannot connect, they will have to go to the ZBA and request a variance (with health department approval).

All new residential dwellings must have foundations that are built in compliance with Michigan building code.

All new residential structures must have buried utility services: electric, cable, and must install conduit for any future service connections, including, but not limited to, fiber optic cable.

ADUs will be allowed in all districts where residential living is allowed and must meet Michigan building code.

ALL ADU structures must have buried utility services (see above).

ADUs cannot be higher/taller than the primary residence.

Add to definitions:

Boarding houses, which have multiple occupants in separate quarters and serve at least two meals each day.

Dormitories, which have multiple occupants in separate quarters with a bathroom consisting of at least a tub or shower, toilet, and sink; and kitchen facilities consisting of at least a sink, range, and refrigerator in the building. Refer to the International Property Maintenance Code (IPMC) for specifications, which address required square footage per person and other housing requirements for non-transitory residential units. Michigan code references the IPMC.

Do we allow boarding houses in downtown retail and commercial districts?

Betsy and Stephanie completed an ADU worksheet estimating the number of ADUs that potentially could be built in St. Ignace if ADUs are allowed in all residential districts. The conclusion was St. Ignace will not be overwhelmed by ADUs.

Discussion of home-based businesses in residential districts. Commissioners are asked to think about overlay zones here and read the excerpt Betsy provided from Kurt Schindler, et al, about regulating home occupations for discussion at the next meeting.

8. New Business – None.

9. Other Matters to be Reviewed by the Commission – None.

10. Administrative Items – None.

Training attended – Betsy, Rick, Jim, Cindy, Charlotte, and Stephanie attended the Michigan Association of Planners four-part series course on Master Planning for Housing.

11. Next Meeting – April 11, 2023, 7:00 p.m., City Council chamber / Zoom.

12. Public Comments – No public comments.

13. Adjournment – 8:21 p.m.



April 14, 2023

RE: Little Bear Overhead Light Repair & Maintenance

At the end of February, a Little Bear employee contacted me stating that a fire alarm pull station was damaged by a puck and the facility sprinkler system was activated and spraying water in the arena and it was building up and starting to flow into the fitness center. Brian Olsen and I immediately went over to the Little Bear to shut off the sprinkler system. We had to use the lights on our phone to find the emergency shut off valve because every light in the ice chiller maintenance room but one was not working.

The fire suppression system was inspected so it could be put back in service. During the inspection the inspector pointed out violations for lights not working specifically the emergency lights which means that we should not be open to the public. Over 25% of the lights in the facility were not working and the ballasts were burned out.

I communicated the problem to Interim City Manager Billy Fraser. I suggested using Rudyard Electric since they have the lift equipment necessary for high overhead applications and they are the company that installed the lights in the last 10 years. Rudyard Electric has the inventory on hand of the lights used in the facility and Rudyard Electric knows the lighting inventory that is stored at public works barn from previous light projects at the Little Bear.

I told Mr. Fraser that we are in violation and need to get the lights fixed immediately or we should not be open. This is a major liability concern and may void our insurance since the inspector pointed out the problem and we would be negligent if we didn't make an effort to correct the problem. Mr. Fraser said to have Rudyard Electric start on the work right away. I also communicated the long list of problems and corrections to the city council and recreation board on various occasion.

Respectfully

A handwritten signature in black ink that reads "Scott Marshall".

Scott Marshall
DDA Director

City of St. Ignace
Zoning Board of Appeals Proceedings
(Unofficial)

A meeting of the Zoning Board of Appeals was held on Wednesday, April 5, 2023, in the City Council Chambers. The meeting was called to order at 6:00 p.m. by Chairman Arnold.

Present: Jon Arnold, Steve Dufresne, Clyde Hart, Mayor LaLonde (Council Rep) and Tom Tarnutzer (Alternate).

Absent: Luke Paquin, Tharan Suvarna and Walt Wilhide.

Approval of Agenda:

It was moved by Mayor LaLonde, seconded by Steve Dufresne to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes:

It was moved by Mayor LaLonde, seconded by Tharan Suvarna, to approve the minutes of the Zoning Board of Appeals meeting Tuesday, November 22, 2022, as presented. Motion carried unanimously.

Public Hearings:

A. 69 Williams Street – Accessory Building Square Footage Request

Variance request by property owners and residents, Thomas and Robin Pavia, to add a temporary accessory building to the property which lies in the R1 District and will exceed the current maximum limit of 480 sq feet. The proposed building will be a Hoop House at 2,880 sq feet.

The Planning Commission submitted a letter of support for the request, describing the property as a parcel, which is a continuous area of acreage of land under common ownership. No other correspondence or comment was received by neighboring property owners.

It was moved by Tharan Suvarna, seconded by Steve Dufresne, to approve the variance. Motion carried unanimously.

Election of Officers:

It was moved by Mayor LaLonde, seconded by Tom Tarnutzer, to allow Mr. Arnold to remain as Chairperson of the ZBA. Motion carried unanimously.

It was moved by Tom Tarnutzer, seconded by Mayor LaLonde, to elect Mr. Hart as Vice-Chairperson of the ZBA. Motion carried unanimously.

It was moved by Mayor LaLonde, seconded by Clyde Hart, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:16 p.m.

City of St. Ignace
Negotiating/Finance Committee
Tuesday, April 4, 2023 6:00 p.m.
City Hall Council Chambers

Staff Present: Mayor LaLonde, Councilmember Gustafson, Councilmember Williford and City Clerk/Treasurer Insley.

Others Present: Cathy Lamb

Meeting called to order at 6:00 p.m.

Recreation Facility Manager Contract:

- Committee briefly discussed the position responsibilities with Cathy Lamb and her current employment situation.
- Ms. Lamb is requesting full family health insurance upon hire and consideration of a salary amount in the higher end of the \$41,000 - \$50,000 annual range given in the job posting.
- Committee reviewed a prior employment agreement used in the Recreation Director position and proposed some updates: the title of the position, some of the leave provisions and salary.
- Committee agreed to propose a salary of \$46,000 in 2023 and \$48,000 in 2024, in addition to family health insurance.

Meeting adjourned 6:26 p.m.