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Topic: City Council Meeting

Time: Feb 21, 2022 07:00 PM Eastern Time (US and Canada)

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CITY COUNCIL MEETING

St. Ignace, Michigan

Monday, February 21, 2022 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID: 892 2208 3809

******A G E N D A******

- 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 February 07, 2022
- 8) Old Business
 - A. Adopt Rules of Procedure
 - B. Proposed Zoning Code Amendments
 - C. Other Employees COVID Premium Pay
 - D. Police Chief Contract—Amendment
- 9) New Business
 - A. Special Event Resolution—Arts Dockside
 - B. Special Event Resolution—Car Show
 - C. Zoning Fees Resolution
 - D. 2022 Fee Schedule
 - E. City Manager Funeral Leave
 - F. Financials
- 10) Consideration of Bills
- 11) Public Comment Regarding Non-Agenda Items (3-minute limit)
- 12) City Manager’s Report
 - A. MML Conference
- 13) Committee Reports
 - A. SI Area EMS Minutes
- 14) Council Member Comments

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

A Regular Meeting of the St. Ignace City Council was held on Monday, February 7, 2022, 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. Mayor Pro-Tem St. Louis gave the invocation.

PRESENT FROM CITY COUNCIL: Councilmembers Clapperton (via Zoom), Fullerton, Mayor LaLonde, Councilmember Pelter and Mayor Pro-Tem St. Louis.

Mayor LaLonde called upon City Attorney Palmer to provide a statement regarding Councilmember Clapperton's attendance via Zoom due to a medical disability. City Attorney Palmer informed Council that with consideration of the Attorney General's opinion released February 4, 2022, and the Americans With Disabilities Act, it was appropriate to allow Councilmember Clapperton to participate, deliberate and vote by virtual attendance. Information supporting the reason of disability and Councilmember Clapperton's request for virtual attendance was provided to City Manager Long.

ABSENT: Councilmembers Cronan and Williford.

Councilmember Cronan's absence was approved at a prior meeting. It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to excuse Councilmember Williford from the meeting due to being out of the country. Motion carried unanimously.

At this time, it was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve Councilmember Clapperton's participation, discussion and voting in the Council meeting via Zoom attendance. Motion carried four to zero, with Councilmember Clapperton abstaining. City Attorney Palmer stated that this motion applies to each meeting for Councilmember Clapperton until the disability no longer exists.

STAFF PRESENT: Darcy Long, City Manager; Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Tony Brown, Police Chief; Bill Fraser, DPW Director; Charles Palmer, City Attorney; Nick Couture, City Assessor.

PUBLIC HEARING – PROPOSED CODE AMENDMENTS, PARKING VIOLATIONS & FINES

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

City Manager Long summarized the list of proposed fines that were made available on the City's website. No comment was received, and there being no discussion, it was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to close the Public Hearing. Motion carried unanimously.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Old Business, Police contract.

LIMITED PUBLIC COMMENT

No public comment was received.

CONSIDERATION OF MINUTES OF THE JANUARY 24, 2022 REGULAR COUNCIL MEETING:

Assistant to the City Manager, Stephanie Baar, noted corrections to Veronica Dobrowolski's position to be listed as CEO/Owner of Arnold Freight Co., and a second correction regarding the utility line locator for the Water/Wastewater Dept, not DPW.

It was moved by Mayor Pro-Tem St. Louis, seconded by Mayor LaLonde, to approve the minutes from January 24, 2022, along with the noted corrections.

Roll Call Vote

Yes: Councilmember Fullerton, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Clapperton.

No: None.

Motion carried unanimously.

OLD BUSINESS

A. PROPOSED CODE AMENDMENTS, PARKING VIOLATIONS & FINES

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the proposed code amendments, parking violations and fines as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

B. PLOW TRUCK PURCHASE

Bill Fraser, DPW Director, requested Council's approval to purchase a 2006 Sterling plow-truck from Midwest Tractor & Equipment Company for \$46,915. The truck is a well-maintained Cat Diesel with 99,000 miles and was previously inspected by the City's DPW mechanic, Derek Packer. Director Fraser informed Council that the City's fleet is in need of an additional truck, and this plow-truck will be a helpful addition.

It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve the purchase of the 2006 Sterling plow-truck for \$46,915.

Roll Call Vote

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

No: None.

Motion carried unanimously.

In addition to the truck purchase, it was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve a budget amendment to the Equipment Fund's Capital Outlay for an additional \$7,000 from Fund Balance, making the budget now \$47,000 in that line item.

Roll Call Vote

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

No: None.
Motion carried unanimously.

C. OTHER EMPLOYEE COVID PREMIUM PAY

City Manager Long stated that the Federal Government has now released the Final Rule regarding the American Rescue Plan Act (ARPA) funds, identifying appropriate expenditures and processes. City Manager Long informed Council that there may be additional employees of the City who are eligible to be considered for Premium Pay. Mayor LaLonde requested this information be brought to the committee level to be discussed and revisited at a future meeting.

ADDITIONS TO THE AGENDA

MAYOR LALONDE – POLICE CHIEF CONTRACT

Mayor LaLonde requested Council’s approval for the updated employment contract for Police Chief Brown, stating there were some changes implemented since the last meeting. It was then moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the Police Chief’s employment contract with the changes.

Roll Call Vote

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

No: None.
Motion carried unanimously.

NEW BUSINESS

A. ADOPT RULES OF PROCEDURE

City Manager Long reviewed a proposal for updating the Rules of Procedure for City Council meetings with Council. Mayor LaLonde requested the Council’s review and plans to re-visit the proposal at a future meeting.

B. SPECIAL EVENT RESOLUTION– JEEP THE MAC 2022

RESOLUTION

The following Resolution was offered for adoption by Councilmember Councilmember Fullerton, supported by Councilmember Clapperton:

WHEREAS, the St. Ignace Visitors Bureau requests permission to conduct Jeep the Mac, and

WHEREAS, this event requires the usage of I-75NB and I-75BL and the St. Ignace Little Bear East Arena parking lot and overflow lot, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, “The Peddler’s Ordinance”, requires certain criteria be met in order for the event to be held, and

WHEREAS, this event will be required to follow all COVID Federal, State and Local regulations to qualify for Special Events status; and

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau has agreed to meet the criteria established in the various sections of the Ordinance No. 413, and will provide a copy of the required insurance and event information prior to the event; and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of I-75NB, I-75BL and the St. Ignace Little Bear East Arena parking lot and overflow lot for this event on:

May 06, 2022 through May 08, 2022

Roll Call Vote

Yes: Councilmember Fullerton, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Clapperton.

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

C. 2022 POVERTY EXEMPTION POLICY & GUIDELINES

City Assessor Nick Couture of Up North Assessing Inc. informed Council that policies and guidelines for the City's poverty exemption process need to be adopted each year. Council will set the annual income limits and asset levels for the Board of Review to follow throughout the year.

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve the 2022 Poverty Exemption Policy & Guidelines as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

D. RESOLUTION – WAIVE PROPERTY TRANSFER AFFIDAVIT (PTA) PENALTY

Resolution to Waive Penalties for Non-Filing of Property Transfer Affidavits under MCL 211.27b

The following Resolution was offered for adoption by Councilmember Clapperton, seconded by Mayor Pro-Tem St. Louis:

WHEREAS, MCL 211.27a(10) requires the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership, on a form prescribed by the state tax commission that states the parties to the transfer, the date of the transfer, the actual consideration for the transfer, and the property's parcel identification number or legal description and

WHEREAS, MCL 211.27b(1) requires that if the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property do not notify the appropriate

assessing office of the transfer, then penalties as described in MCL 211.27b(1)(c) or (d) are levied and

WHEREAS, MCL 211.27b(5) provides that the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under MCL 211.27b(1)(c) or (d).

THEREFORE, BE IT RESOLVED, that the City of St Ignace waives the penalty for failure to file the Property Transfer Affidavit following a transfer of ownership pursuant to the local unit's authority contained in MCL 211.27b.

Roll Call Vote

Yes: Mayor Pro-Tem St. Louis, Councilmembers Clapperton, Fullerton and Mayor LaLonde.

No: Councilmember Pelter.

Absent: Councilmember Cronan and Williford.

Resolution declared Adopted.

E. RESOLUTION – ALLOW ALTERNATE DATE FOR JULY/DEC BOARD OF REVIEW

RESOLUTION

The following Resolution was offered for adoption by Councilmember Fullerton, supported by Mayor LaLonde:

WHEREAS, Section 53b of the General Property Tax Act, MCL 211.53b, requires a Board of Review that meets in July to meet on Tuesday following the third Monday in July, and a Board of Review that meets in December to meet on the Tuesday following the second Monday in December; and

WHEREAS, assessors who work for multiple jurisdictions are not always able to attend the Board of Review meeting for each city when they meet on the same day; and

WHEREAS, Public Act 122 of 2008, effective May 9, 2008, allows an alternate July Board of Review meeting date during the week of the third Monday in July; and an alternate December Board of Review meeting date during the week of the second Monday of December; and

WHEREAS, it will benefit the residents of the City of St Ignace to have the assessor available to assist the Board of Review and taxpayers in processing qualified errors and property exemptions.

THEREFORE, BE IT RESOLVED, that the City of St Ignace authorizes an alternate day may be selected during the week of the third Monday of July and an alternate day may be selected during the week of the second Monday of December for the purpose of conducting Board of Review (MCL 211.53b).

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

F. RESOLUTION – ALLOW WRITTEN REQUEST FOR PRINCIPAL RESIDENCE EXEMPTION (PRE)

RESOLUTION

The following Resolution was offered for adoption by Councilmember Pelter, supported by Mayor Pro-Tem St. Louis:

WHEREAS, Under PA206 of 1893, the governing body of a local tax collecting unit may allow, by resolution, a qualified property owner to file a written request with the July or December Board of Review to claim a Principal Residence Exemption as determined by the date an affidavit claiming the exemption was filed under subsection 2 (MCL 211.7cc);

THEREFORE, BE IT HEREBY RESOLVED that pursuant to PA206 of 1893, The City of St Ignace authorizes a qualified property owner to file a written request with the July or December Board of Review to claim a Principal Residence Exemption as determined by the date an affidavit claiming the exemption was filed under subsection 2 (MCL 211.7cc).

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

G. EASEMENT REQUEST RESOLUTION – CLOVERLAND

Council was presented with a Right-Of-Way Easement from Cloverland Electric Cooperative.

RESOLUTION

The following Resolution was offered for adoption by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis:

WHEREAS, it is in the best interest of the City of St. Ignace to grant an easement, on property known as TAX#052-220-040-00, to Cloverland Electric Cooperative, Inc. for the purpose of providing electric service to 50 Central Hill Street.

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

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

WHEREAS said easement was executed by Darcy Long and approved by the St. Ignace City Council, on Monday, February 7, 2022.

Roll Call Vote

Yes: Councilmember Fullerton, Mayor Lalonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Clapperton.

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

H. EASEMENT REQUEST RESOLUTION – DOUD

Council was presented with a Grant of Easement submitted by Mr. Doud’s attorney, John J. Evashevski.

RESOLUTION

The following Resolution was offered for adoption by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis:

WHEREAS, it is in the best interest of the City of St. Ignace to grant an easement, on property known as TAX#052-700-066-10, to David M. Doud for the purpose of authorizing certain encroachments onto said property.

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

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

WHEREAS said easement was executed by Darcy Long and approved by the St. Ignace City Council, on Monday, February 7, 2022.

Roll Call Vote

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

No: None.

Absent: Councilmembers Cronan and Williford.

Resolution declared Adopted.

I. POLICE TRAINING/OVERNIGHT STAY

Police Chief Brown requested Council’s approval for Officer Brothers to attend Interdiction Training in Jackson, Michigan, with an overnight stay. Chief Brown stated the training and travel expenses are in the budget.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve the Officer's overnight training.

Roll Call Vote

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

No: None.

Motion carried unanimously.

J. H.O.M.E. BOARD APPOINTMENT

Mayor LaLonde requested Council's approval to appoint Councilmember Cronan to the H.O.M.E. Board as a City Council representative.

It was moved by Councilmember Pelter, supported by Councilmember Fullerton, to approve the appointment of Tom Cronan to the H.O.M.E. Board.

Roll Call Vote

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

No: None.

Motion carried unanimously.

K. FINANCIALS

Councilmember Pelter inquired how the ARPA Fund 285 will be presented in the financials. City Clerk/Treasurer Insley explained the funds allocated for appropriate expenditures will be recorded in the monthly financials and the funds not yet allocated will be recorded on the balance sheet as an "unearned revenue", per Federal regulations.

Council then reviewed the December 2021 financials.

CONSIDERATION OF BILLS

Police Chief Brown informed Council that the invoice payment to George's Body Shop is being disputed due to additional damage caused to the Police vehicle's wiring while in repair and charges received beyond the quote. Chief Brown requested to hold payment until the matter is resolved.

Councilmember Pelter inquired about the payment to Helen Thibault for her assistance to the City Clerk/Treasurer with tax reporting and the Michigan State Police token fee utilized by the City Police Department.

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve paying the bills, with the exclusion of the George's Body Shop payment.

ACE HARDWARE	1,352.78
B C PIZZA	109.25
BAM TOOLS	427.59
BELONGA'S PLUMBING AND HEATING	313.18
BROWN MOTORS INC.	94.20
BS & A SOFTWARE	885.00
C2AE	1,654.90
CHARLES J. PALMER, P.C.	4,559.08

CIVICPLUS, LLC	2,000.00
ENTERPRISE VENDING, INC	21.00
ETNA SUPPLY COMPANY	612.00
GEORGE'S BODY SHOP, INC	3,952.76
GRAINGER INC	209.85
HD SUPPLY FACILITIES MAINTENANCE LT	934.86
HELEN THIBAUT	360.00
HYDRITE CHEMICAL CO	11,106.81
INTERSTATE BATTERIES	21.90
KSS ENTERPRISES	162.71
LYNN AUTO PARTS	1,881.71
MACKINAC STRAITS SHOOTERS ASSOCIATI	75.00
MARK WILK	550.00
MC VEIGH'S TRUCK SPRINGS	852.56
MICHAEL RICHARD LAMB	400.00
MICHIGAN STATE POLICE	33.00
NATIONAL OFFICE PRODUCTS	184.32
NSI LAB SOLUTIONS	572.00
OK INDUSTRIAL SUPPLY	205.13
PARAGON LABORATORIES, INC	223.40
POMASL FIRE EQUIPMENT	383.58
ROBERT BROOKE AND ASSOCIATES	35.24
SAFETY-KLEEN SYSTEMS INC	158.00
SAULT PRINTING COMPANY	153.73
SKINNER'S GARAGE INC	82.75
ST IGNACE AUTOMOTIVE	306.15
STATE INDUSTRIAL PRODUCTS	444.00
STICKER MULE	190.50
SUMMIT FIRE PROTECTION	81.75
TROY LEVEILLE	450.00
VALLEY TRUCK PARTS	4,701.84
WESLEY H MAURER JR	898.17
ZOOM VIDEO COMMUNICATIONS, INC.	149.90
	Grand Total: \$ 41,790.60

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT

Public comment received regarding a property issue.

CITY MANAGER'S REPORT

City Manager Long informed Council about the MML Legislative conference coming up in March and noted he will send out an email to collect interest from Council to attend.

City Manager Long also updated Council on the status of the Police Union contract negotiations. The status-quo agreement previously approved by Council for 30 days will continue as an open-ended agreement until negotiations have closed and a contract is approved, per recommendation of City Attorney Palmer.

City Manager Long also discussed First Responder Training grant applications for the Police and Fire Departments, the Zoning Board and Planning Commission's upcoming meeting agenda, and the Short-Term rental inspections and status.

Councilmember Pelter inquired about progress of the Police Union negotiations and the City Manager's follow-up to a previous employee issue. City Manager Long responded with the time-line of the negotiations thus far and that he is still in the process of working with City Attorney Palmer on the employee issue.

COMMITTEE REPORTS

City Manager Long updated Council on a meeting held earlier that day regarding the dumpsters stored in the fenced area near Dock #3. The attendees included the Dock #3 Committee, City Manager Long, DPW Director Fraser, Mackinac Island Carriage Tours, Arnold Freight and GFL. An addendum to the existing lease agreement was discussed that would include points from all parties involved and satisfy concerns of past activity.

COUNCILMEMBER COMMENTS

Councilmembers thanked all attendees to the meeting.

There being no further business, the meeting adjourned at 8:30 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer



City of St. Ignace, MI

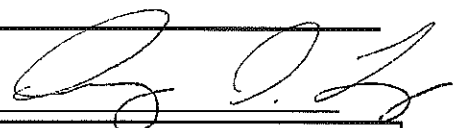
396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

Staff Report

Agenda Date: 2-21-22

Presenter: Darcy Long

Department: Council

Darcy Long, 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: Adopt Rules of Procedure

BACKGROUND:

These were introduced at the last Council meeting. The Council's current rules of procedure are at least 25 years old and not comprehensive. Having current, regularly updated bylaws is a best practice and one of our RRC requirements for certification. These rules of procedure would allow us to meet that requirement.

FISCAL EFFECT:

N/A

SUPPORTING DOCUMENTATION:

See attached rules of procedure.

RECOMMENDATION:

Recommended that the Council vote to approve these rules. Many of them are derived from the Charter and State Law.



**CITY OF ST. IGNACE, MICHIGAN
CITY COUNCIL RULES OF PROCEDURE**

Table of Contents

- I. Authority.....2
- II. Meetings.....2
 - A. Organizational Meeting; Election of Mayor Pro-Tem
 - B. Regular Meetings
 - C. Special Meetings
 - D. Closed Meetings
 - E. Recessed Meetings
 - F. Work Sessions
 - G. Special Committees
 - H. Emergency Meetings
 - I. Place of Meetings
 - J. Time of Meetings
 - K. Public Notice of Meetings
- III. Meeting Procedure..... 4
 - A. Quorum
 - B. Presiding Officer
 - C. Agenda Preparation
 - D. Agenda Distribution
 - E. Public Comment/Public Hearings
- IV. Voting.....6
 - A. Duty to Vote
 - B. Vote Required for Action
 - C. Calling for Vote
 - D. Debate/Discussion
- V. Conflict of Interest.....7
 - A. Disclosure
 - B. Definition
- VI. General Rules.....8
 - A. Attendance at Meetings
 - B. Filling Council Vacancy
 - C. Record of Meetings
 - D. Suspension of Rules
 - E. Amendment of Rules

I. AUTHORITY

These rules are adopted by resolution of the St. Ignace City Council under the authority of Section 6.7 of the City Charter. None of the rules stated herein may supersede the City Charter, City Code, or Laws of the State of Michigan. These rules replace any and all prior written and oral City policies, practices, or procedures about the subjects contained herein

II. MEETINGS

A. Organizational Meeting; Election of Mayor Pro-Tem.

1. On the first Monday following the regular municipal election, the council shall meet at the usual place for holding meetings of the legislative body of the city, for the purpose of organization. (Charter Sec. 6.1)

2. The council, at its first regular meeting following each municipal election shall elect one of its members to serve as Mayor Pro-Tem for a term to coincide with the Mayor's two-year term of office. Such election shall be by majority vote of the members of the Council in office at the time. The Mayor Pro-Tem shall, during the absence or disability of the Mayor, act as and exercise all the duties and possess all the powers of the Mayor. (Charter Sec. 4.4, 4.5(e))

B. Regular Meetings

The council shall provide by resolution for the time and place of its regular meetings and shall hold at least two regular meetings each month. (Charter Sec. 6.1)

C. Special Meetings

1. Special Meetings shall be called by the Clerk on the written request of the mayor, any two members of the council, or the City Manager, upon at least eighteen hours written notice to each member, served personally or left at their usual place of residence; provided, however, any special meeting at which all members of the council are present shall be a legal meeting for all purposes without such written notice. (Charter Sec. 6.2) OMA Sec. 5(4)

2. No official action shall be transacted at any special meeting unless the item has been stated in the notice of the meeting. However, any business which may lawfully come before a regular meeting may be transacted at a special meeting if all the members of the Council present consent thereto and all the members absent file their written consent. (Charter Sec. 6.3)

D. Closed Meetings

Closed meetings may be scheduled in compliance with the Open Meetings Act. 15.268 Closed sessions; permissible purposes. Sec. 8. A public body may meet in a closed session only for the following purposes:

(a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered after the rescission only in open sessions. Requires simple majority vote (4).

(c) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing. Requires simple majority vote (4).

(d) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained. Requires 2/3 majority vote (5).

(e) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation. Requires 2/3 majority vote (5).

(f) To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. Requires 2/3 majority vote (5).

(h) To consider material exempt from discussion or disclosure by state or federal statute. Requires 2/3 majority vote (5).

E. Recessed Meetings

Any meeting of the Council may be recessed to a later date and time, provided that no recess shall be for a longer period than until the next scheduled meeting. However, if recessed for more than thirty-six (36) hours, public notice shall first be posted at least eighteen (18) hours before recessed meeting time. OMA Sec. 5(5)

F. Work-Sessions

The council may meet in study sessions at the call of the mayor or majority of the council to study difficult issues, gather and analyze information, and clarify problems. Such sessions shall be open to the public and no action shall be taken at such sessions. Notice of the session shall be given to the council members and to the public at least eighteen (18) hours before the study session meeting time. OMA Sec. 5(4)

G. Special Committees

The Mayor may appoint a special committee of no more than three Councilors to study an issue or to work on a special project with City Staff. Committee may include staff or other appointed City Board members if it is deemed appropriate by a majority of the Councilors. Special committees are advisory in nature and have no decision-making powers.

H. Emergency Meetings

The council may meet in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public without complying with public notice requirements when two-thirds (2/3) of the members serving on the council decide that delay would be detrimental to efforts to lessen or respond to the threat. In the absence of such two-thirds (2/3) vote by the City Council, the council members and the public shall be given notice at least eighteen (18) hours before the emergency meeting time. OMA Sec. 5(5)

I. Place of Meetings

All regular and special meetings will be held in the Council Chambers in the City Hall or as may be provided by ordinance or resolution of the council. If a larger room is needed, a notice of the change shall be posted on the doors of City Hall with the location of the new meeting place.

The ability to virtually attend meetings is not guaranteed. Meetings that have a virtual attendance option will note as such in the notice of the meeting. Technical difficulties may interfere with virtual attendance.

J. Time of Meeting

1. All regular meetings, other than the reorganizational meeting, shall begin at 7:00 p.m. unless the council, by ordinance or resolution, shall establish a different starting time.

2. All other meetings may be scheduled for other times.

3. Time to end meetings. No agenda item of an open meeting other than one under consideration will be discussed after 10:00 p.m. Any unfinished business will be deferred to the next Council Agenda. The Council shall have the authority to suspend this requirement by majority vote only.

K. Public Notice of Meetings

1. Regular Meetings - A public notice shall be posted at the City Hall within ten days after the first meeting of the council in each calendar year stating the dates, times and places of its regular meetings. If there is a change in the schedule of regular meetings, a public notice shall be posted at the City Hall within three days after the meeting at which the change is made stating the new dates, times, and places of its regular meetings. OMA Sec. 5(2)(3)

2. Rescheduled Regular Meetings - A public notice stating the date, time, and place of the meeting shall be posted at the City Hall at least eighteen hours before the meeting. OMA Sec. 5(4).

3. Special Meetings - A public notice stating the date, time, place, and purpose of the meeting shall be posted at City Hall at least eighteen hours before the meeting. OMA Sec. 5(4)

III. MEETING PROCEDURE

A. Quorum

A majority of the members of the Council in office at the time shall be a quorum for the transaction of business at all meetings of the Council. In the absence of a quorum, a lesser number may adjourn any meeting to a later time or date, and in the absence of all members the Clerk may adjourn any meeting for not longer than one (1) week. (Charter Section 6.5)

B. Presiding Officer

The Mayor shall preside at all meetings of the Council. In the absence of the Mayor, the Mayor Pro-Tem shall preside. In the absence of both the Mayor and Mayor Pro-Tem, the designated Acting Mayor shall perform such duties. (Charter Section 4.5(e)).

The presiding officer shall be responsible for enforcing these rules of procedure and conducting meetings in a manner which preserves order and decorum, prevents attacks on personalities or the 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. 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.
3. Each speaker shall try to be concise and refrain from repeating comments already addressed by the council.

4. Speakers who do not cease speaking when asked to do so will be deemed out of order and will not be allowed to address the council again for the remainder of the meeting; continued disruption will warrant removal from the meeting.

5. The council shall not decide issues that arise during public comment.

6. Speakers should address the council through the presiding officer.

7. Councilors and staff will not debate with the public.

8. Speakers will not verbally attack City Councilors, City Staff, or members of the public attending the meeting. Any such behavior will not be tolerated and any person presenting in this manner will be warned by the Mayor and shall be removed by the Police Department for noncompliance.

9. No vulgar or obscene language will be used by the speakers.

10. Any information the speaker wants to distribute to the Council must first ask the Chair (Mayor) if they may present the Council written comments at the meeting.

11. If a speaker includes specific questions to the Council in their Public Comments, the Council has no obligation to respond.

12. Members of the public are encouraged to contact City Departments during regular business hours to ask questions, raise concerns, and request information about City matters.

13. Members of the public have no right to address the Council or make comments outside of the Public Comment. At any time, the Council, in its discretion, may accept comments from the public. However, outside of the Public Comment time, the Council is under no obligation to hear comments from the public during a meeting.

IV. VOTING

A. Duty to Vote: Council members present at a meeting shall vote on every matter before the body unless otherwise excused or prohibited from voting by law. (Charter Section 6.7(c)).

1. A member is excused from voting where the member has a conflict of interest as determined under the conflict-of-interest provision of these rules.

2. A member may abstain from a vote for approval of minutes if the member did not attend the meeting for which the minutes apply.

3. A member, in order to vote, must be present at the time the vote is taken. Voting by proxy or other forms of communication is not permitted.

4. Any member refusing to vote, except when not so required by this section, shall be guilty of misconduct in office.

B. Vote Required for Action: The concurring vote of four members of the council is required to make any order, recommendation, decision, or determination upon any matter, except as otherwise provided in these Rules or Ordinance or City Code or State law.

1. A simple majority of a quorum is required for procedural motions or resolutions, such as: (a) Motion to approve or amend the minutes (b) Motion to defer (c) Motion to postpone (d)

Motion to recess (e) Motion to adjourn (f) Motion to recognize achievement or contribution (g)
Motion to add matters to the agenda (h) Motion to approve consent agenda (i) Motion to set
Public Hearings

C. Calling for the Vote

1. Voting on procedural motions or resolutions described in B above may be a voice vote.

2. In all matters other than procedural, the presiding officer shall call for a voice vote for and against the matter. If on a voice vote no member states opposition to the motion, it shall be deemed to have passed unanimously and shall be so recorded. In the event any member votes in opposition to the motion, a roll call shall be conducted and recorded.

3. In all roll call votes the names of the members of the Council shall be called in alphabetical order and the name to be called first be advanced one position alphabetically in each successive roll call vote. (Charter Section 6.7(d)).

D. Debate/Discussion

Debate/Discussion is to occur after a motion has been made on an agenda item. The presiding officer will call for comments on the motion. No Councilor is entitled to speak a second time while any other member wishes to make the first speech.

V. CONFLICT OF INTEREST

A. Disclosure

Before participating in a decision or hearing or casting a vote on a matter on which a member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the Council. The Council will determine by a vote if a conflict of interest does exist.

B. Definition

A conflict of interest for a member of the Council shall include, but not necessarily be limited to, a matter pending before the Council which:

1. Concerns the member himself or herself

2. Concerns work on land owned by the member or which is adjacent to land owned by the member

3. Involves a corporation, company, partnership or other entity in which the member is a part owner or any other relationship where the member may stand to have a financial gain or loss.

4. Results in a pecuniary benefit to the member.

5. Concerns the member's spouse, children, stepchildren, grandchildren, parents, brothers, sisters, grandparents, parent's in-law, or members of the member's household.

6. The member's employee or employer is: An applicant or agent for the applicant, or has a direct interest in the outcome.

7. The member has a close business or family relationship with an applicant, the applicant's attorney or another representative, or any expert witness.

8. A conflict of interest shall not include an interest the member may have in common with the general public interest.

9. If such a conflict of interest is identified, the member shall disqualify himself or herself at the outset of the hearing or discussion and shall not participate in the discussion or decision.

10. If there is a question whether a conflict of interest exists or not, the question shall be determined by a majority vote of the remaining members of the council.

VI. GENERAL RULES

A. Attendance at Meetings

1. Council members shall use their best efforts to attend all meetings of the Council. Pursuant to the City Charter provisions, the absence of a member from three consecutive regular meetings or ¼ of meetings in any fiscal year shall operate to vacate the seat of the member, unless the absence is excused by the Council. (Charter Section 5.3(c)).

2. The City Manager shall attend all meetings of the Council and shall be entitled to attend meetings of all of its committees and to take part in all discussions but shall have no vote. (Charter Section 4.7(e)).

3. The City Clerk shall attend all meetings of the Council and keep a permanent journal of its proceedings. (Charter Sec. 4.12(a))

B. Filling Council Vacancy

Vacancies in the offices of Mayor and Councilmembers shall, within thirty days, be filled for the unexpired term of the officer whose office has become vacant, by appointment by a majority vote of the members of the Council then in office. (Charter Section 5.7(a)).

If any vacancy in the office of Mayor or Councilmembers is not so filled within the said thirty days after such vacancy occurs, or if four or five simultaneous vacancies in the offices of Mayor and Councilmembers, such vacancies shall be filled for the respective unexpired terms at a special election. (Charter Section 5.7(b)).

C. Record of Meetings

1. Recording Responsibilities: The City Clerk shall keep a journal of the Council proceedings, in English, of which a brief summary shall be published within ten (10) days following each meeting. The journal shall be signed by the City Clerk and approved in writing by the Mayor. (Charter Sec. 6.7(e))

2. Contents of Minutes: The minutes of each meeting shall show the date, time, place, members present, members absent, any decisions made at a meeting open to the public, and the purpose or purposes for which a closed session is held. The minutes shall include a record of all votes taken at the meeting. Corrections in the minutes shall be made not later than the next meeting after the meeting to which the minutes refer. Corrected minutes shall be available no later than the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction. OMA Sec. 9

3. Public Inspection: Minutes shall be public records open to public inspection and shall be available at the address designated on posted public notices. Copies of the minutes shall be available to the public at the reasonably estimated cost for printing and copying. Proposed minutes shall be available for public inspection not more than ten (10) business days after the meeting to which the minutes refer. Approved minutes shall be available for public inspection not later than five (5) business days after the meeting at which the minutes are approved by the public body; except those minutes of a closed session are not available to the public unless disclosure is required by a civil action, as provided in the Open Meetings Act. OMA Sec. 7(2), 9.

D. Suspension of Rules: Any provision of these rules not governed by City Charter, City Code, or State law may be temporarily suspended by a concurring vote of four members of the Council. Such suspension must be for good cause and for a specified portion of a meeting.

E. Amendment of Rules: The Council may amend these Rules of Procedure by a concurring vote of four members during any regular meeting or special meeting, provided that all members have received an advance copy of the proposed amendments at least ten (10) hours prior to the meeting at which such amendments are to be considered.

Adopted:



City of St. Ignace, MI

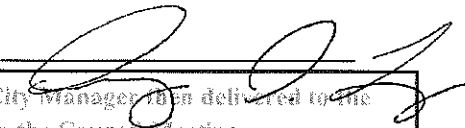
396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

Staff Report

Agenda Date: 2/17/22

Presenter: Betsy Dayrell-Hart

Department: Planning

Darcy Long, 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: Proposed Zoning Code Amendments

BACKGROUND:

The St. Ignace Planning Commission held a public hearing on January 11th regarding changes to the Zoning Code. The amendments aim to bring the St. Ignace Zoning Code language into conformance with current State of Michigan Building Code and Residential Code language related to floor space and area for residential housing. The public hearing heard support for the changes, and there were no complaints.

FISCAL EFFECT:

SUPPORTING DOCUMENTATION:

See attached proposed changes.

RECOMMENDATION:

The Planning Commission recommends that the Council approve these amendments.

Proposed changes to the St. Ignace Zoning Code, Chapter 38

Introductory information. Add to **Sec 6-62. Additions, insertions and changes.**

Michigan Building Code this is for new construction, additions, and some alterations.
Michigan Residential Code this is for new construction, additions, and some alterations.
International Property Maintenance Code this is for existing non-family properties
“Single State Construction Code” no longer appropriate.

CD 38:10.1 Article II ADMINISTRATION AND ENFORCEMENT

DIVISION 1. GENERALLY

Sec. 38-31

This section describes the requirements for building permits, refers to construction regulations “ showing that the construction proposed is in compliance with the provisions of this chapter, and with the single state construction code or other building regulations now in effect or hereafter adopted.”

No changes required

page CD 38:13

ARTICLE III. DISTRICT REGULATIONS

DIVISION I. GENERALLY

No changes required

DIVISION 2. R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT

page CD38:16

Sec. 38-122 Floor space area and volume

(2) Delete current language, **change to: Floor space and area shall be in compliance with current State of Michigan Residential Code.**

Page 38:17

Sec. 38-128 Lot coverage

No lot in the R-1 District shall be occupied by buildings to an extent greater than 25% of the total lot area.

change to 35%

DIVISION 3. R-2 TWO-FAMILY RESIDENTIAL DISTRICT

Sec. 38-151 Description of District; permitted uses

(2) Two-family dwellings.

Page 38:18

Sec. 38-152. Floor Space area and volume.

(2) change “a minimum total floor area of 800 square feet” to **Floor space and area shall be in compliance with current State of Michigan Residential Code.**

(4) change A two-family dwelling unit **Floor space and area shall be in compliance with current State of Michigan Residential Code.**

page 38:19

Sec. 38-159. Rear dwellings prohibited **Delete this section**

page CD38:19

DIVISION 4. R-3 MIXED RESIDENTIAL DISTRICT

Sec. 39-181. Description of district; permitted uses.

(2) Multifamily dwelling. All multi-family dwellings **Floor space and area shall be in compliance with current State of Michigan Building Code.**

Sec 38-182. Floor space area and volume

Delete (2), (3), (4) replace with **Floor space and area of one-family, two-family and multi-family dwellings shall be in compliance with current State of Michigan Building Code.**

CD 38:21

DIVISION 5. R-4 MOBILE HOME PARK DISTRICT

this division refers to compliance with Michigan Public Act No. 96 of 1987. Leave as is except for any needed updates refer to changes made by the State of Michigan

DIVISION 6. CBD CENTRAL BUSINESS DISTRICT

page CD38:22

(16) refers to sec. 38-182, which refers to 38-152, which is R2

Delete “The number of units allowed shall be in accordance with section 38-182 and”,

leave “shall comply with the single state construction code”, or change the wording to **Floor space and area shall be in compliance with current State of Michigan Residential Code, or State of Michigan Building Code, whichever is appropriate.**

CD38:3 (d) Construction. “Construction shall comply with **current State of Michigan Residential Code, or State of Michigan Building Code, whichever is appropriate.**”

page CD 38:23

DIVISION 7. GBD GENERAL BUSINESS DISTRICT

(10) Dwelling units are allowed... The number of units **Delete: “allowed shall be in accordance with section 38-182 and shall comply with the single state construction code.”**

ADD “and floor space area shall be in compliance with current State of Michigan Residential Code, or State of Michigan Building Code, whichever is appropriate.”

page 38:24

DIVISION 8. TBD TOURIST BUSINESS DISTRICT

DELETE (10) (13), (14) REPLACE WITH “Number of units, floor space and area for residential residential dwellings shall be in compliance with current State of Michigan Residential Code, or State of Michigan Building Code, whichever is appropriate.”

page CD38:27

ARTICLE IV. SUPPLEMENTARY REGULATIONS

SEC. 28-351

DELETE “ except said conversion is not allowed in the R-1 district”

page 38:28

Sec. 38-359. Non-family dwellings, one or two units (houses or duplexes) boarding houses, shared houses, group houses.

In paragraph 1, **delete** “with a minimum of seven-foot-six-inch ceiling height and must provide no less than 240 square feet in R2, etc. ...and no less than 200 gross square feet per occupant in the tourist business district.”

Replace with “In all non-family dwellings, number of units, floor space and area for residential dwellings shall be in compliance with current State of Michigan Residential Code, State of Michigan Building Code, or International Property Maintenance Code, whichever is appropriate.”

Sec. 38-360 Non-family dwellings, three or more units (apartments).

delete “Non-family dwellings... in the tourist business district.” (the entire first sentence)

replace with “Number of units, floor space and area in non-family dwellings for three or more persons shall be in compliance with current State of Michigan Building Code, or International Property Maintenance Code, whichever is appropriate.”

leave the second sentence regarding distance between allowed non-family dwellings in the TBD.

Proposed changes to Chapter 6 Buildings and Building Regulations

page CD6:1 - 6:11

change- Chapter 6,

ARTICLE II, section 6-31,

“Pursuant to section 8b(6)... 1986 PA 54.

ADD “*The City shall administer and enforce all subsequent updates, revisions and corrections to these statutes passed by Michigan Legislature and signed into law by the Governor of Michigan.*”

ARTICLE III, section 6-61,

“The International Property Maintenance Code, 2003 edition”

ADD: “*and any subsequent editions adopted by the State of Michigan*” ...is hereby adopted...

Chapter 6

Page CD6:4 sec 6-63

(b) exceptions

(2) Delete “Transient rental dwelling units such as hotels, motels and bed and breakfast.”; change to “Transient rental units in hotels and motels”

Page CD6:5 Sec 6-65)

(1)b. Change “six” to “three”

(2) “Housing maintenance certificates shall be for a period of three years from the date of issuance unless otherwise revoked, and may be renewed upon compliance with the International Property Maintenance Code for successive periods of three years. Inspections shall only be required when adding a new rental or upon valid complaint.

38-363 (leave as is)

“All rental dwellings in the city must be registered and certified by the owner to be in compliance with all city ordinances, all Michigan Code regulations, including chapter 6 buildings and building regulations and chapter 38 zoning. Registration and certification of a rental unit shall occur yearly. The property owner shall re-register and certify each rental dwelling with the city 30 calendar days prior to the expiration of the registration of the rental dwelling.

Registration fees will be set and updated as needed by city council.

Inspection will assure compliance with city ordinances relating to building codes and zoning ordinances. All non-transient rental dwellings shall be inspected by the designated city official **at least once every three years**. Prior to conducting inspections of currently occupied rental dwellings the city may issue a temporary certificate of compliance. The inspection shall not, however, eliminate the owner's responsibility to register and certify such rental dwellings every year. Nothing in this section shall preclude the inspection of any rental dwelling more frequently than...”

RESOLUTION

A RESOLUTION TO DIRECT ADMINISTRATION TO ESTABLISH ESSENTIAL WORKER PREMIUM PAY UNDER AMERICAN RESCUE PLAN ACT

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

WHEREAS, on March 11, 2021, President Biden signed the U.S. Senate amended H.R. 1319 (P.L. 117-2) known as the American Rescue Plan Act “ARPA”; and

WHEREAS, on May 10, 2021, the U.S. Treasury issued the Interim Final Rule to implement ARPA in Title 31, Part 35 of the Code of Federal Regulations (“CFR”); and

WHEREAS, under the Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds “CSLFRF” to provide premium pay to eligible employees who performed essential work during the COVID-19 public health emergency. See CSLFRF Frequently Asked Questions No. 5.3; and

WHEREAS, City Council will provide premium pay to two part-time staff in the Recreation Department, City Hall’s cleaning personnel, Museum Director, and DDA Director who performed essential work as permitted by the Final Rule, in accordance with City Charter, Ordinances, and other applicable agreements; and

WHEREAS, the City has identified personnel who serve on the during the pandemic encountered the risks associated with exposure to COVID-19 first-hand when providing public services to the community on a regular basis, during the pandemic; and

WHEREAS, those personnel are employees of the City in the aforementioned departments, respectively; and

WHEREAS, Premium Pay one-time payment that will not have retirement accounted for in this payment will be paid in March 2022 in one or two separate payroll checks. Employees will have the choice to split the payroll into two distributions. The amount of premium pay is as follows:

- Two-Part-Time Recreation Staff as identified by the City Manager who worked an average of 20 hours or more during this time frame. Will receive \$500 each.
- City Hall Cleaning Personnel. Will receive \$500.
- Museum Director. Will receive \$500.
- DDA Director. Will receive \$1,750 with no retirement be paid on the payroll.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby direct the City Manager's Office to Budget in the 2022 Budget this Authorized COVID Premium Pay in the appropriate budget for each employee.

Roll Call Vote:

Yes:

No:

Absent:

Resolution declared:

CERTIFICATION

I, Andrea Insley, City Clerk for the City of St. Ignace, County of Mackinac, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of St. Ignace during its regular meeting held on February 21, 2022.

Andrea Insley, City Clerk/Treasurer



City of St. Ignace, MI


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

Staff Report

Agenda Date: 2-21-22

Presenter: Darcy Long

Department: Administration

Darcy Long, 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: Police Chief Contract--Amendment

BACKGROUND:

The Police Chief's contract was approved at the Council meeting on February 7. We have since been made aware that we mistakenly offered a life insurance policy that exceeds the current City maximum. We are amending the contract to fix this. It has been discussed with the Police Chief and he is agreeable to it.

FISCAL EFFECT:

Original contract offers a \$60,000 policy, the current City maximum is \$50,000.

SUPPORTING DOCUMENTATION:

See attached amendment.

RECOMMENDATION:

Recommended that the Council approve this amendment.

Amendment to Contract

1. This amendment (the "Amendment") is made and entered into this 21st day of February 2022, by and between the City of St. Ignace, a Municipal Corporation of the State of Michigan, hereinafter referred to as "City", and Anthony Brown, referred to as "Chief", parties to the agreement "City of St. Ignace Police Chief Employment Agreement" dated February 7th, 2022 (the "Agreement").

2. The Agreement is amended as follows:

Section 7. Employee Benefits

g. The City shall provide life insurance coverage to Chief in the ~~amount of \$60,000.00~~ **maximum amount allowable** and shall pay the premium on this policy.

3. Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement, the terms of this amendment will prevail.

In Witness Whereof, the City Council has caused this Amendment to be signed and executed on its behalf by the City Mayor, and Chief has signed and executed this Amendment, both in duplicate, this 21st day of February, 2022.

By: _____
William LaLonde, Mayor of the City of St. Ignace

By: _____
Darcy Long, City Manager of the City of St. Ignace

By: _____
Anthony Brown, Chief of Police



Arts Dockside

PO Box 844 – St. Ignace, MI 49781
saintignacevending@gmail.com

September 3 & 4, 2022
Labor Day Weekend

January 25, 2022

Darcy Long, City Manager
City of St. Ignace
396 N. State Street
St. Ignace, MI 49781

Dear Mr. Long:

On behalf of the St. Ignace Business Association and the Arts Dockside Committee, please accept our request for special event status for Arts Dockside 2022 scheduled for September 3 & 4.

As in past years, we look forward to working with various City entities (City Manager, Marina Director, DPW, City Police) to complete the permitting process required to hold the event at the St. Ignace Marina.

If you have any questions, please contact either Eileen or me at the numbers listed below. We are looking forward to the 45th Annual Arts Dockside, and appreciate the continued support of the City of St. Ignace.

Sincerely,

A handwritten signature in cursive script that reads 'Janet Peterson'.

Janet Peterson – 906-298-0217
Eileen Evers – 906-298-0202

**City of St. Ignace
Special Events Application**

Complete and return this application to the City Manager's Office at least 21 calendar days prior to the starting date of the event.
A new application must be submitted each year.

Event:		
Event Name: <i>Arts Dockside</i>		
Describe the Event: <i>Approximately 100 artists display and sell their hand-made arts and crafts at the St. Ignace Marina. The event is held annually over Labor Day Weekend. The 45th Annual Arts Dockside is scheduled for Saturday: Sunday, September 3+4, 2022. Setup is scheduled for, Friday, September 2.</i>		
Sponsoring Organization Information:		
Legal Business Name: <i>St. Ignace Business Association</i>		
Address: <i>PO Box 43</i>	City: <i>St. Ignace</i>	State/Zip: <i>MI 49781</i>
Mailing Address: <i>PO Box 43</i>	City: <i>St. Ignace</i>	State/Zip: <i>MI 49781</i>
Telephone: <i>Janet: 906-298-0217</i>	Email: <i>saintignacevending@gmail.com</i>	
Contact Name: <i>Eileen: 906-298-0202</i>	Title:	
Telephone:	Email: <i>saintignacevending@gmail.com</i>	
Contact Person on Day of Event:		
Name: <i>Janet Peterson or Eileen Evers</i>	Title: <i>Arts Dockside Committee</i>	
Address: <i>PO Box 43</i>	City: <i>St. Ignace</i>	State/Zip: <i>MI 49781</i>
Telephone: <i>906-298-0217</i>	Cell: <i>906-298-0202</i>	Email: <i>saintignacevending@gmail.com</i>
Type of Event (Check one - See Special Events Policy for additional information)		
<input type="checkbox"/> City Operated/Sponsored Event	<input type="checkbox"/> Political or Ballot Issue Event	<input type="checkbox"/> Run Event
<input type="checkbox"/> Co-sponsored Event (all parties must provide sponsoring info and sign application)	<input type="checkbox"/> Other (describe)	
<input checked="" type="checkbox"/> Non-Profit Event	<input type="checkbox"/> Wedding	<input type="checkbox"/> Block Party
<input type="checkbox"/> For Profit Event	<input type="checkbox"/> Video or Film Production	
Event Information:		
Event Location(s): <i>St. Ignace Marina</i>		
Event Date(s): <i>September 3+4, 2022</i>		
Event Hours: <i>Saturday, September 3 - 9am - 6pm</i> <i>Sunday, September 4 - 9am - 5pm</i>		
Estimated date/time for set-up: <i>Friday, September 2 - 8am - 8pm</i>		
Estimated date/time for clean up: <i>Sunday, September 4 - 5pm - 8pm</i>		
Describe set up and clean up procedures (include specifically who will be taking care of trash): <i>All vendors are responsible for their own trash. A trash receptacle will be provided on the dock for vendor use.</i>		

Event Information (continued)

Estimated DAILY attendance: 1,200-1,500 per day - estimated

Describe crowd control plans for this event:

There has never been specific crowd control, nor has there ever been a need for crowd control.

Describe the Special Event's impact on adjacent commercial and residential property: The event brings people to the downtown district throughout Labor Day weekend to enjoy our restaurants and businesses. Many vendors purchase supplies from our local businesses.

Will sidewalks be used? YES NO If yes, include a detailed map outlining the proposed sidewalk use

Describe sidewalk use:

Pedestrian use only - No vendors on sidewalks.

Will street closures be necessary? YES NO

If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations
The City of Northville does not have authority to close County roads.

Describe street closures:

Cones are placed in the marina turn lane on Saturday and Sunday to slow traffic and allow marina patrons to come and go from the marina during the show. As done in 2021, a pedestrian crossing sign will be placed in the crosswalk at the corner of Spring and State streets.

Cones are placed Saturday and Sunday mornings (7am) and removed both days when the event ends.

* Streets closed: Date/Time:

* Streets re-open: Date/Time:

Event Information (continued)

Will parking lot closures be necessary? YES NO

If yes, include a detailed map indicating proposed closures and barricade locations

Describe parking lot closures:

Arts Dockside uses the marina parking lot and grassy area south of the marina parking lot.

* Parking lot(s) closed: Date/Time: Friday, September 2 - 6:00 am

* Parking lot(s) re-open: Date/Time: Sunday, September 4 - 8:00 pm

What parking arrangements are proposed to accommodate attendance?

We do not provide parking. Vendors and visitors park in public spaces, parking lots, public parking behind downtown businesses, etc.

Will music be provided/included during the event? YES NO

Describe type of music proposed: Live Amplification Recorded Loudspeakers

Proposed time music will begin: Saturday, September 3 - 9am - 6pm

Proposed time music will end: Sunday, September 4 - 9am - 5pm

Proposed location of live band/disc jockey/loudspeakers/equipment:

Marina entrance - grassy area near entrance.

Describe noise control:

Noise level - minimal.

Event Information (continued)

Will the event require the use of any of the following municipal equipment:

Sponsoring organization should expect to be charged for use, placement, and maintenance of these items

- Trash Receptacles* Quantity: *Sponsoring Organization may be required to supply a dumpster*
- Barricades *6-8* Quantity:
- Traffic Cones *25* Quantity:
- Other (describe):

Will the following be constructed or located in the event area?

No stakes of any kind allowed on asphalt or in Town Square

- | | | | |
|--------------------------------------------|-----------------|--------------------------------------------|--------------------------------------|
| <input type="checkbox"/> Booths: | <u>Quantity</u> | <input type="checkbox"/> Tables: | <u>Quantity</u> |
| <input checked="" type="checkbox"/> Tents: | | <input type="checkbox"/> Rides: | |
| <input type="checkbox"/> Awnings: | | <input type="checkbox"/> Portable Toilets: | (may be required depending on event) |
| <input type="checkbox"/> Canopies: | | <input type="checkbox"/> Other (describe): | |
| <input type="checkbox"/> Rides: | | | |

*Vendors provide their own tents, typically 10'x10'.
Some double spaces use 20'x10' tents*

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?

YES NO *If yes, additional insurance coverage will be required*

If yes, describe in detail the types of attractions proposed:

Event Information (continued)

Will the event have food, beverage or concessions? YES NO

(See Section X of the Special Events Policy for health department approvals and temporary food license requirements)

Describe:

Mackinac Animal Aid Association
Hot Dogs, pasties, Chips, drinks

CJ Concession
BBQ Pork Breakfast sandwiches, fries, slushy
drinks, Elephant Ears & Funnel cakes

Do you plan to have alcohol served at this event? YES* NO

* A \$50.00 fee applies to special liquor license applications and Liquor Liability Insurance is required.

Include proposed location(s) on event layout and describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals

Will there be temporary electricity at this event? YES* NO

* An electrical permit is required. Include proposed locations on event layout

Use of marina outlets - marina reimbursed for use.

Generators Use of Light Pole Outlets Temporary Distribution Panel

Do you plan to have special event signs? Yes No *Signs must conform to City ordinances*

Describe signs, proposed locations, etc.

throughout town - none at the marina.

Do you plan to use the city entrance signs? Yes No *If yes, you must apply for use through the City Entrance Sign Policy*

Do you plan to have banners? Yes No *If yes, you must apply for use through the Municipal Banner System Policy*

Application Check List (failure to provide necessary documentation will delay application review and approval)

I have attached the following items:

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
- Detailed Plan showing road closures, sidewalk use, etc.
- Certificate of Insurance and Indemnification (due to City Clerk's Office within 1 week following notice of event approval)
- Insurance Policy Endorsement (due to City Clerk's Office within 1 week following notice of event approval)
- Event Signage (description)
- Driver's License of Applicant

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for this event, name the City of St. Ignace as an additional insured on all applicable polices, provide a separate copy of the insurance policy Endorsement, and submit the required documents to the City Clerk's Office no later than one week following notice of event approval.

Execute an Indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Clerk's Office no later than one week following notice of the event approval.

Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

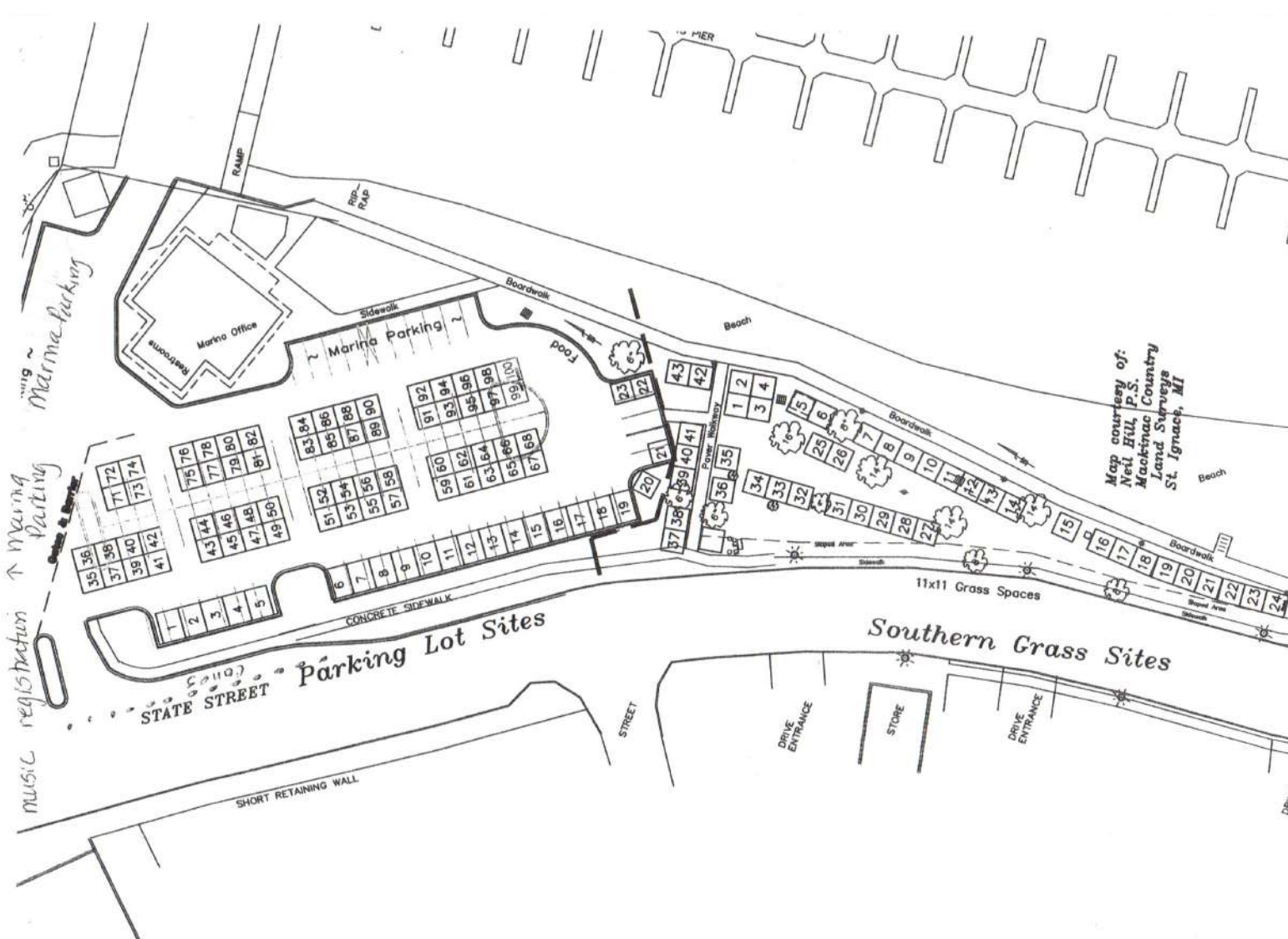
Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature <i>Janice Peterson</i>	Date <i>1-25-22</i>
Co-Applicant Signature	Date
<p>Complete this application and return it along with all required documentation to the City Manager's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.</p>	Application Receipt Date



Map courtesy of:
Neil Hill, P.S.
Mackinac County
Land Surveys
St. Ignace, MI

music registration
↑ Marina Parking

Parking Lot Sites

Southern Grass Sites

STATE STREET

STREET

DRIVE ENTRANCE

STONE

DRIVE ENTRANCE

SHORT RETAINING WALL

11x11 Grass Spaces

Marina Office

Marina Parking

Food

Beach

Beach

RAMP

RIP-RAP

Boardwalk

Boardwalk

Boardwalk

DRIVE

City of St. Ignace Special Events Application

Complete and return this application to the City Manager's Office at least 21 calendar days prior to the starting date of the event.
A new application must be submitted each year.

Event			
Event Name: St. Ignace Car Show Weekend			
Describe the Event: The 46th Annual event will take place June 23-26. Thursday will see the return of the the Cruise Night which will likely start and end at the casino. Friday night we will host the Down Memory Parade again which includes street closure from Stockbridge to Church from 6:30 pm - approximately 8:30, when the parade concludes. Tow away zone signs go up at 5. Also happening Friday night is the VIP Meet and Greet which we would like to hold at the Coast Guard Park from 8-10PM. State street will reclose from Marquette to Church at about 5 AM on Saturday until 5 PM for the show. Like 2021, the show headquarters, registration, and feature vehicles will be at Little Bear arena. Muscle on the Mac will stage at Little Bear at 6 with 6:30 safety meeting. Bridge Crossing and loop back will take place at 7 PM. There will also be fireworks Saturday night at dusk. Sunday awards will also be at Little Bear at 10 AM.			
Sponsoring Organization Information			
Legal Business Name: St. Ignace Visitors Bureau			
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI	49,781
Mailing Address: 6 Spring St.	City: St. Ignace	State/Zip: MI	49,781
Telephone: 906-643-6950	Email: quincy@stignace.com		
Contact Name: Quincy Ranville	Title: Events Director		
Telephone 906-643-6950	Email: quincy@stignace.com		
Contact Person on Day of Event			
Name: Quincy Ranville	Title: Events Director		
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI	49,781
Telephone: 906-643-6950	Cell: 906-298-1902	Email: quincy@stignace.com	
Type of Event (Check one - See Special Events Policy for additional information)			
<input type="checkbox"/> City Operated/Sponsored Event	<input type="checkbox"/> Political or Ballot Issue Event	<input type="checkbox"/> Run Event	
<input type="checkbox"/> Co-sponsored Event	(all parties must provide sponsoring info and sign application)		<input type="checkbox"/> Other (describe)
<input checked="" type="checkbox"/> Non-Profit Event	<input type="checkbox"/> Wedding	<input type="checkbox"/> Block Party	
<input type="checkbox"/> For Profit Event	<input type="checkbox"/> Video or Film Production		
Event Information			
Event Location(s): State Street, Little Bear, Coast Guard Park			
Event Date(s): June 23-26			
Event Hours: 7-9 PM Thursday, 7-9 PM Friday, 5 AM - 9 PM Saturday, 10 AM - 21 PM Sunday			
Estimated date/time for set up: Week of Car Show			
Estimated date/time for clean up: Sunday, Monday, Tuesday following Car Show			
Describe set up and clean up procedures (include specifically who will be taking care of trash): VB staff, city staff (requested), LBE staff			

pm on that day.

Event Information (continued)

Estimated DAILY attendance: approximately 25,000

Describe crowd control plans for this event:

cement and wooden barricades, increase police presence, clear instructions and strict rules

Describe the Special Event's impact on adjacent commercial and residential property:

Lots of tourism income.

Will sidewalks be used YES NO *If yes, include a detailed map outlining the proposed sidewalk use*

Describe sidewalk use:

Sidewalks aren't part of the event, but will have high pedestrian traffic.

Will street closures be necessary? YES NO

*If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations
The City of St. Ignace does not have authority to close County roads.*

Describe street closures:

Friday: 6:30 PM to approximately 8:30 PM (at the conclusion of the Down Memory Lane Parade) State Street will be closed from Church St. to Stockbridge

Saturday: 5 AM - 5 PM State Street will be closed from Church St to Marquette St.

Saturday: 5am - 5pm Ojibwa Trl (after parking spaces for museum)

* Streets closed: Date/Time:

Listed Above

* Streets re-open: Date/Time:

Listed Above

Event Information (continued)

Will parking lot closures be necessary?

YES

NO

If yes, include a detailed map indicating proposed closures and barricade locations

Describe parking lot closures:

Little Bear - both lots, closed for the show. Timing is TBD based on setup but it will definitely be closed Friday and Saturday and possibly part of Thursday.

" Parking lot(s) closed: Date/Time: Listed Above

" Parking lot(s) re-open: Date/Time: Listed Above

What parking arrangements are proposed to accommodate attendance?

We are working on having a shuttle system that would allow for offsite parking. We're planning for this to be at the airport on Saturday but we are working out the details.

Will music be provided/included during the event?

YES

NO

Describe type of music proposed:

Live

Amplification

Recorded

Loudspeakers

Proposed time music will begin:

Proposed time music will end:

Proposed location of live band/disc jockey/loudspeakers/equipment:

there will be multiple live music sessions in multiple locations throughout town on Saturday but none will begin before 10 am or continue past 5 pm. We are considering Thursday and Friday night entertainment but that is TBD at this time.

Describe noise control:

None.

Event Information (continued)

Will the event require the use of any of the following municipal equipment:

Sponsoring organization should expect to be charged for use, placement, and maintenance of these items

- Trash Receptacles Quantity:
- Barricades Quantity:
- Traffic Cones Quantity:
- Other (describe):

Sponsoring organization may be required to provide a dumpster

Will the following be constructed or located in the event area?

No stakes of any kind allowed on asphalt

- | Item | Item |
|----------------------------------------------|--------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Booths | <input checked="" type="checkbox"/> Tables |
| <input checked="" type="checkbox"/> Tents | <input checked="" type="checkbox"/> Rides |
| <input checked="" type="checkbox"/> Awnings | <input checked="" type="checkbox"/> Portable Toilets <i>(may be required depending on event)</i> |
| <input checked="" type="checkbox"/> Canopies | <input checked="" type="checkbox"/> Other <i>(describe)</i> |

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?

YES

NO *If yes, additional insurance coverage will be required*

If yes, describe in detail the types of attractions proposed:

Event Information (continued)

Will the event have food, beverage or concessions YES NO

(See Section X of the Special Events Policy for health department approvals and temporary food license requirements)

Describe:

We will have several food vendors throughout town. We have rules set at the board level on the type of food (snacks only) and the quantity of vendors. We can provide a full food vendor list as we get closer if needed.

P.S. the form still made me check all the boxes. we aren't sure if we will have kid games/inflatables, that is TBD at this point. We will not have booths, awnings, canopies, rides or "other". We will have tents, tables and will need city equipment including trash receptacles, barricades, and cones.

**this was completed prior to the form being fixed - thanks Stephanie!*

Do you plan to have alcohol served at this event? YES NO

* A \$50.00 fee applies to special liquor license applications and Liquor Liability Insurance is required. Include proposed location(s) on event layout and describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals

We do not intend to have a beer tent.

Will there be temporary electricity at this event? YES NO

* An electrical permit is required. Include proposed locations on event layout

Generators Use of Light Pole Outlets Temporary Distribution Panel

Do you plan to have special event signs? YES NO

Signs must conform to City's ordinances

Describe signs, proposed locations, etc. There will be some banners and signs at Little Bear. One large informational sign on the corner of Marquette and State St. and street closure/no parking signs throughout town (DPW).

Do you plan to use city entrance signs or banner YES NO

If yes you must apply for use through the City Entrance Sign Ordinance/Municipal Banner System Policy

Application Check List (failure to provide necessary documentation will delay application review and approval)

I have attached the following items:

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
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- Event Signage (description)
- Driver's License of applicant

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for this event, name the City of St. Ignace as an additional insured on all applicable policies, provide a separate copy of the insurance policy Endorsement, and submit the required documents to the City Manager's Office no later than one week following notice of event approval.

Execute an Indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Manager's Office no later than one week following notice of the event approval.

Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature	Date
Co-Applicant Signature	Date
Complete this application, Print, sign and return it, along with all required documentation, to the City Manager's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.	Receipt Date

Print



ST. IGNACE

*Street Closure -
Friday parade*

St. Ignace
YOUR HOME PORT

Kewadin Casino

Great Lakes Air

Mackinac Straits
Hospital
Open 24/7

Mackinac Island

Eagle Point Cave

Castle Rock

Chimney Rock

Skull Cave

Arth Rock

Fort Mackinac

Shepler's Ferry

Star Line Ferry

Museum of Ojibwa Culture

Little Bear
East Arena

Kiwanis Beach Park

Huron Boardwalk - Part of the North Country Trail

Historic Mackinaw Boat

Arnold Ferry

Fort de Buade Museum

St. Anthony's Rock

Public Marina

Wawatam Lighthouse
& Fishing Platform

Star Line Railroad Dock

Mackinaw Parasailing

American Legion Memorial Park

Post Office

Library

Silver Mountain
Tubing Hill & Disc Golf

Deer Ranch

Mystery Spot

St. Ignace Golf
& Country Club

Souvenir
Barn

Coast Guard Station
St. Ignace

Dock #3 Park

Father Marquette
National Historic Site

MDOT Welcome
Center

Bridge View
Park



St. Ignace
YOUR HOME PORT



ST. IGNACE

Mackinac Island

Kewadin Casino
Great Lakes Air
Mackinac Straits Hospital
Open 24/7

Eagle Point Cave

Castle Rock

Chimney Rock

Skull Cave

Arch Rock

Fort Mackinac

Museum of Ojibwa Culture

Little Bear East Arena

Shepler's Ferry

Star Line Ferry

Kiwanis Beach Park

Huron Boardwalk - Part of the North Country Trail

Historic Mackinaw Boat

Arnold Ferry

Fort de Buade Museum

Public Marina

Wawatam Lighthouse & Fishing Platform

Star Line Railroad Dock

Mackinaw Parasailing

St. Anthony's Rock

Post Office

Library

American Legion Memorial Park

Silver Mountain
Tubing Hill & Disc Golf

Deer Ranch

Mystery Spot

St. Ignace Golf & Country Club

Souvenir Barn

Father Marquette National Historic Site

MDOT Welcome Center

Bridge View Park

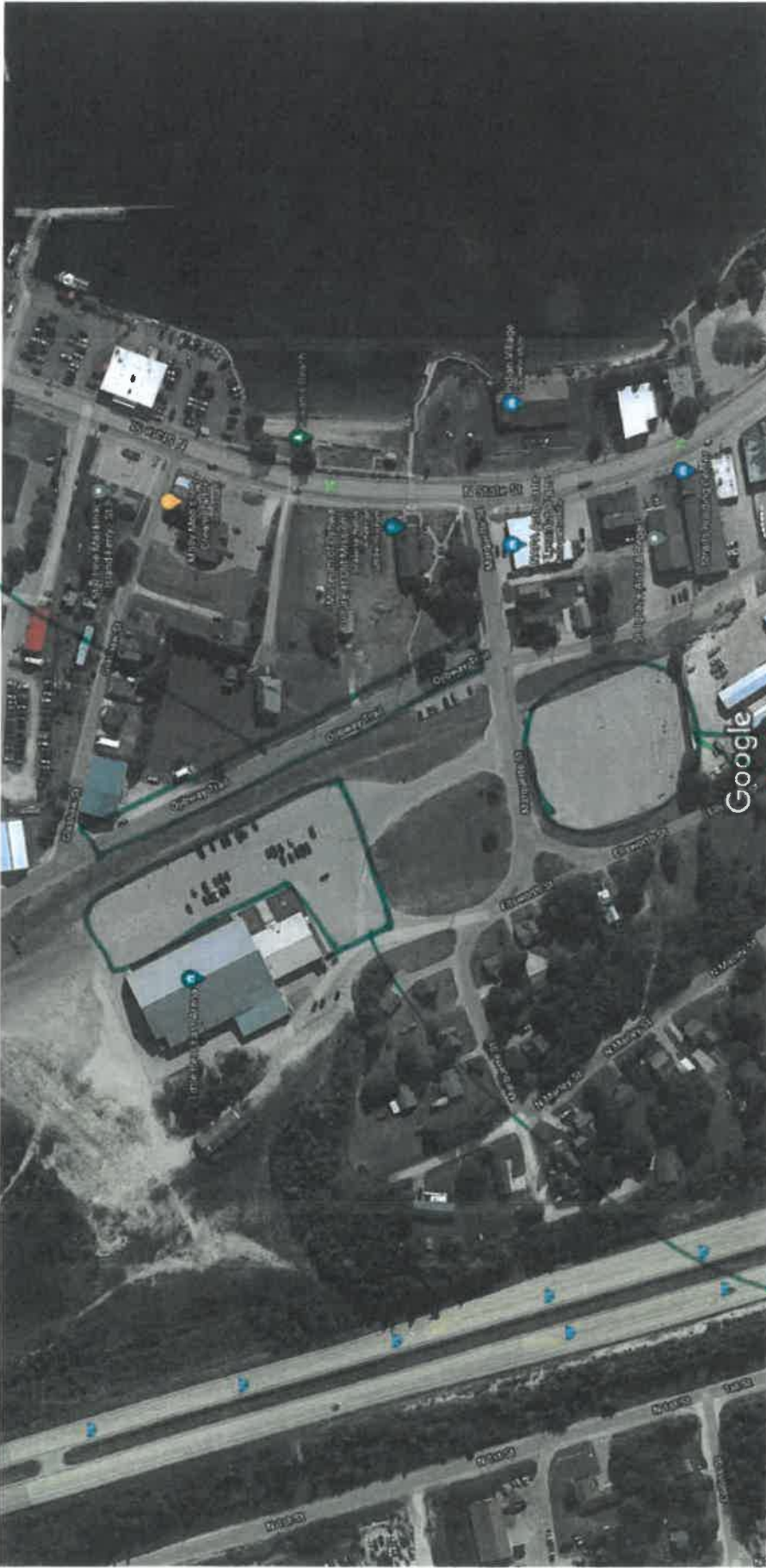
Coast Guard Station St. Ignace

Dock #3 Park

St. Ignace
YOUR HOME PORT

Street closure till SATURDAY

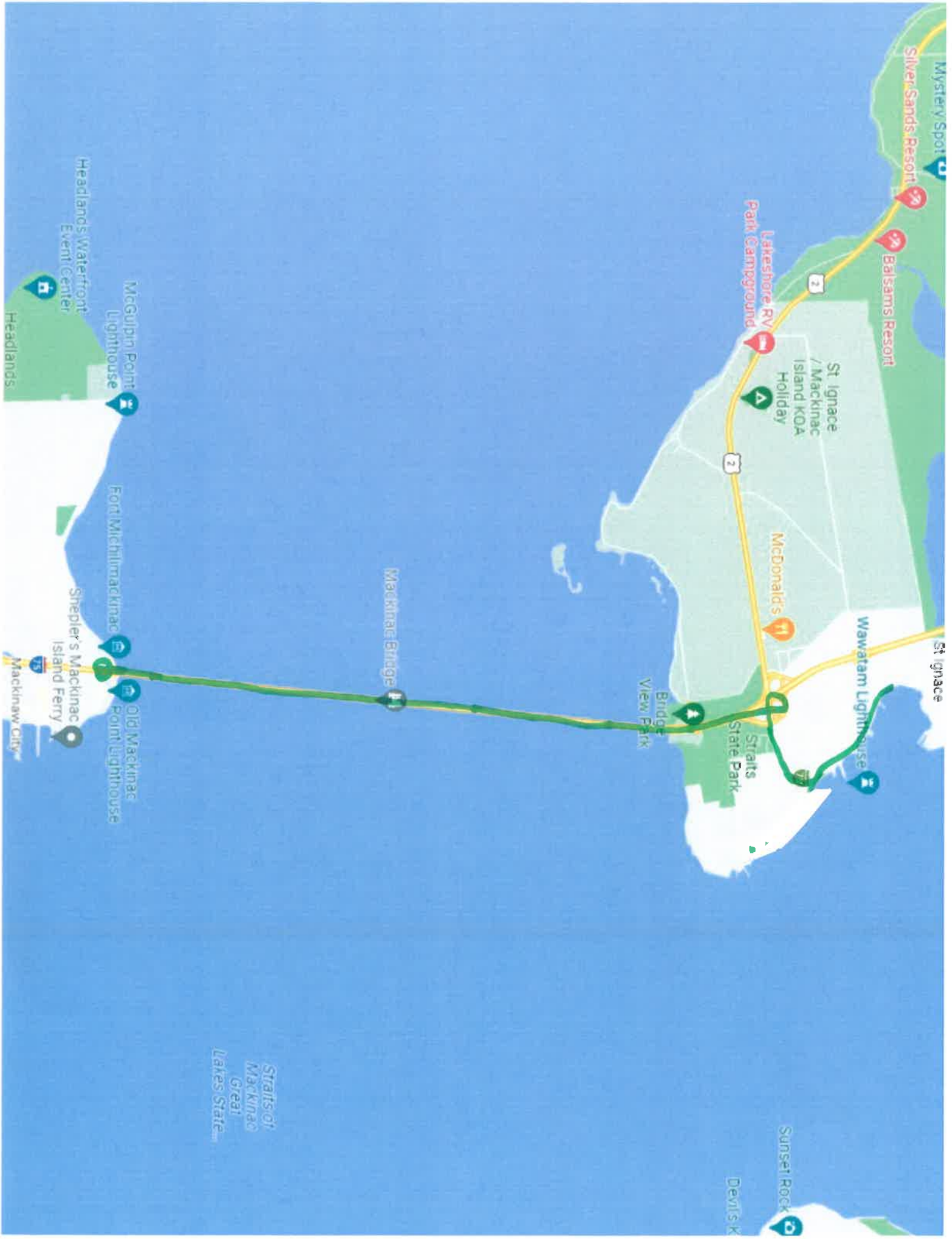
! staging / vendor setup
slow drag if possible



Imagery ©2021 Maxar Technologies, USDA Farm Service Agency, Map data ©2021 100 ft

- featured vehicles
 - vendors
 - sponsors
 - St. Ignace Cup

staging > staging /
 customer registration



Mystery Spot

Silver Sands Resort

Balsams Resort

2

Lakeshore RV
Park Campground

2

St Ignace
/ Mackinac
Island KOA
Holiday

McDonald's

Wawatam Lighthouse

St Ignace

Straits
State Park

Bridge
View Park

Mackinac Bridge

Old Mackinac
Point Lighthouse

Shepler's Mackinac
Island Ferry

Front Michilimackinac

McGulpin Point
Lighthouse

Headlands Waterfront
Event Center

Headlands

Mackinaw City

Sunset Rock

Devils K

Straits of
Mackinac
Great
Lakes State

Resolution

The following Resolution was offered for adoption by _____, supported by _____ :

WHEREAS, the City of St. Ignace has the responsibility and the authority to enforce the provisions of Act 207 of the Public Acts of the State of Michigan for 1921, as amended, and known as the City or Village Zoning act, and

WHEREAS, the City of St. Ignace has the responsibility and the authority to enforce the provisions of Section 9 of Act 230 of the Public Acts of the State of Michigan for 1972, as amended, and known as the State Construction Code Act, and

WHEREAS, the City of St. Ignace has adopted the "Code of Ordinances, City of St. Ignace" Chapter 38, Zoning Chapter 6, Article II, "Single State Construction Code", enabling the City of St. Ignace to enforce the provisions of the Public Acts, and

WHEREAS, the City of St. Ignace, by its adoption of the local ordinances, has the authority to establish the zoning permit fees in order to enforce the provisions of the Public Acts.

THEREFORE BE IT RESOLVED, the Zoning permit fees for the City of St. Ignace be established as follows:

Residential:

House – Plan Review, Zoning and Administration fee, \$95

Additions and enclosed porch - \$75

Carports - \$65

Decks and covered porches - \$65

Demolition - \$100

Fences - \$40

Garages - \$95

Misc. Construction - \$50

New Construction - \$100

Storage Building/sheds under 200 sq. feet - \$25

Storage Building/sheds over 200 sq. feet - \$35

Change of use without alterations - \$50

Change of use with alterations - \$60

Penalty for Building without a Permit: \$250.00 plus cost of Permit (New)

Commercial:

House – Plan Review, Zoning and Administration fee, \$100

Additions - \$100

Carports - \$75

Decks and covered porches - \$95

Demolition - \$200

Fences - \$50

Garages - \$100

Misc. Construction - \$75

New Construction - \$120

Storage Building/sheds under 200 sq. feet - \$30

Storage Building/sheds over 200 sq. feet – \$50

Change of Use, without alterations - \$75

Change of Use with alterations - \$85

Permanent signs/billboards - \$150

Wall Mounted signs under 50 SF - \$55

Off Premise Sign - \$200

Radio, TV towers, wind powered generator towers, commercial - \$350

Penalty for Building without a Permit \$250 plus cost of Permit (New)

Contractor Penalty for Building without a Permit \$250 plus cost of Permit (New)

Board Review Fees:

Planning Commission Review - \$200

Zoning Board of Appeals - \$300

THEREFORE, BE IT FURTHER RESOLVED that non-compliance will result in a Civil Infraction Citation.

Roll Call Vote:

Yes:

No:

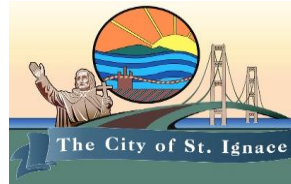
Absent:

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 Monday, February 21, 2022, at 7:00 p.m.

Andrea Insley, City Clerk

ht



2022 Fee Schedule

RECREATION

Winter Activities

	Daily	Monthly	Season
Open Skate	\$5.00	\$20.00	\$80.00
Stick & Puck	\$5.00	\$20.00	\$80.00
Drop In Hockey	\$10.00		
Fab Friday Open Skate (Includes pizza, pop, & skate)	\$5.00		
Skates			
Skate Rental	\$3.00		
Skate Sharpening	\$5.00		
Skate Sharpening Punch Card (6 Punches)	\$25.00		
Snowshoe Rental	\$7.00/day	\$10.00/weekend	\$20.00/week
Ice Rental			
Prime Time Resident	\$150.00 per Hour		
Prime Time Non-Resident	\$155.00 per Hour		
Non-Prime Resident	\$130.00 per Hour		
Non-Prime Non-Resident	\$135.00 per Hour		

Hockey Tournaments Ice Rental

All levels excluding Mites	\$850.00/per Team
Mites	\$100.00

LBE Conference Room Rentals

North & South	\$	300.00
Wedding, North & South (*includes set-up day before and break-down day after)	\$	700.00
North	\$	175.00
South	\$	175.00
Use of Kitchen	\$	50.00
Arena/Ice Rink	\$	1,200.00
Entire Facility	\$	2,000.00
Parking Lot Only	\$	500.00
Early Set-up	\$	100.00
Clean-up	\$	100.00

Room Set-up Charges

0-100 people	\$50.00
101-200 people	\$75.00
201-300 people	\$100.00
301-500 people	\$150.00

Meeting Accessories

Podium	\$	5.00
Microphone	\$	15.00
Large A/V Screen	\$	20.00
Projector (PowerPoint)	\$	50.00

Pipe & Drape and Table Rental

Pipe & Drape	\$3.00/ft.	
Table Linens	\$7.50/ea.	
Table Skirts	\$7.50/ea.	
Damaged linens	\$	30.00

Food & Beverage Service

Coffee (45 cup urn)	\$	40.00
Coffee (100 cup urn)	\$	60.00
Water (bottled)	\$15.00/case	
Juice (bottled)	\$30.00/case	
Soda (assorted)	\$35.00/case	
Muffins	\$24.00/dozen	
Donuts	\$22.00/dozen	
Cookies	\$18.00/dozen	
Pizza Buffet (Pizza, salad, breadsticks, cinnamon sticks)	\$10.00/person	

Fitness Center

Type	Daily	Weekly	1-month	6-month	1-year
Resident	\$5.00	\$20.00	\$35.00	\$135.00	\$240.00
Non-Resident	\$5.00	\$20.00	\$40.00	\$155.00	\$275.00
Student	\$5.00	\$20.00	\$25.00	\$95.00	\$170.00
Senior	\$5.00	\$20.00	\$20.00	\$75.00	\$120.00

GOLF & COUNTRY CLUB

9 Holes	\$ 15.00
18 Holes	\$ 24.00
Carts	\$10.00 per cart/9 holes
Rental Clubs	\$ 7.00

CITY HALL / GENERAL GOVERNMENT

Type of License	Fee	Bond
-----------------	-----	------

Hawker or Peddler		
Registration Fee	\$100.00	\$1,000.00
Each day	\$50.00	

City Hall Copies	\$0.10	per copy
CD/DVD/Flash Drive Copies	Actual cost	per disk
Notary Fee	\$3.00	per transaction (Non-Residents)

HOUSING -ZONING FEES

Housing Inspection	Fee	Comments
Rental Registration	\$25.00	<i>Per Building</i>
Late Rental Registration	\$50.00	
Initial Rental Inspection Single	\$100.00	
Category 1 Short-term Rental Permit	\$250.00	
Category 2 Short-term Rental Permit	\$350.00	
Two to Three Units - per building	\$200.00	
More than Three Units	200.00 plus \$50 add.each unit	
First Follow-Up Inspection	\$0.00	
Subsequent Follow-Up Inspections	\$25.00	
Broken Appointment/Reschedule Fee	\$30.00	<i>Counts as a follow-up</i>

Zoning

Permits	Residential	Commercial
House-Plan Review- Zoning & Administration Fee	\$95.00	\$100.00
Additions and Enclosed Porch	\$75.00	\$100.00
Carports	\$65.00	\$75.00
Decks and Covered Porches	\$65.00	\$95
Demolition	\$100.00	\$200
Fences	\$40.00	\$50.00
Garages	\$95.00	\$100.00
Misc. Construction	\$50.00	\$75.00
New Construction	\$100.00	\$125.00
Storage Building/Sheds under 200 sq.feet	\$25.00	\$30.00
Storage Building/Sheds over 200 sq.feet	\$35.00	\$50.00
Change of Use Without Alterations	\$50.00	\$75.00
Change of Use With Alterations	\$60.00	\$85.00
Penalty for Building without a Permit	\$300 plus cost of Permit (new)	\$300 plus cost of Permit (new)

Housing -Zoning, continued

Permanemt Signs/Billboards		\$150.00
Wall Mounted Signs under 50 sq. feet		\$55.00
Off Premise Sign		\$200.00
Planning Commission Review Off Premise Sign Permit		\$200.00
Radio, TV Towers, Wind Powered Generator Towers		\$350.00
Variance/Waiver/ZBA Request	\$300.00	
Land Divisions/Lot Splits-unplatted	\$200.00	
Land Divisions/Lot Splits-platted-courtesy	\$100.00	

Building

DESCRIPTION	FEE
House (include attached garage)	.20 PER sf + .05 PER sf(BASEMENT OR CRAWL SPACE)
Remodel, addition, enclosed porch	.25 PER SF
Garages	.25 PER SF
Carports, covered porches	.25 PER SF
Open deck residential	.25 PER SF
Open deck commercial	.25 PER SF
COMMERCIAL VALUE OF PROJECT	
0-\$1000.00	\$50.00 + .15 PER SF
\$1001.00-\$10,000.00	\$150.00 + .15 PER SF
\$10,0001.00 -\$100,000.00	\$200.00 + .10 PER SF
Over \$100,000.00	\$300.00 + .10 PER SF
Permanent signs/free standing	\$60.00
Billboards	\$60.00
Fences over 6ft.	\$60.00
Misc. Construction	\$60.00
Towers	\$90.00
Permit Extension	\$25.00
MINIMUM FOR ANY PERMIT IS	\$60.00

NOTES

1) Fees are based on normal inspections if there are an excessive amount of inspections the fees could be doubled with the approval of the Zoning Administrator.

2) Building permits are good for 12 months from the date of issue. Applicant is required to apply with the Zoning Administrator prior to the expiration date. This renewal is good for 1 year and can be done for up to 4 years.

PERMITS OR CHARGES	PRICE	EXTRAS
Special Use Permit		
a. < than or equal to 1 acre	\$200.00	
b. > 1 acre < 3 acres	\$400.00	
c. > 3 acres <10 acres	\$600.00	
d. 10 acres or more	\$1,000.00	
e. outdoor advertising structures		
1. small (usually equal to or less than 64 sq.ft.)	\$50.00	
2. large (greater than 64 sq. ft.)	\$200.00	
f. Modifications to original SUP or extend SUP	1/2 original fee	
Subdivision Review	\$100.00	
SITE PLAN REVIEWS		
A. Multiple Family Housing		
a. Review of Site Plan	\$500.00	\$5.00 per dwelling unit
b. Major Redesign	Original Fee	
c. Revised Site Plan Per Review Comments	1/2 original fee	
B. Cluster Housing/Performance Subdivision		
a. Review of Site Plan	\$500.00	\$5.00 per dwelling unit
b. Major Redesign	Original Fee	
c. Revised Site Plan Per Review Comments	1/2 original fee	
C. P.U.D.		
a. Preliminary Ste Plan	\$1,000.00	\$10.00 per dwelling unit
b. Final Site Plan	1/2 original fee	
D. Office, Commercial, Industrial, Institutional, etc.		
a. < or equal to 1 acre	\$200.00	
b. > 1 acre < 3 acres	\$400.00	
c. > 3 acres <10 acres	\$600.00	
d. 10 acres or more	\$1,000.00	
e. Major Redesign	Original Fee	
f. Request to extend SUP	1/2 original fee	
E. Conditional Rezoning		
a. < or equal to 1 acre	\$200.00	
b. > 1 acre < 3 acres	\$400.00	
c. > 3 acres < 10 acres	\$600.00	
d. 10 acres or more	\$1,000.00	
e. Major Redesign	Original Fee	
f. Request to extend SUP	1/2 original fee	
Subdivision Review		
A. Conventional Subdivision		
a. Preliminary Plat	\$1,000.00	\$2.00 per lot
b. Final Plat	1/2 original fee	

Programs	Resident	Non-Resident
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Pavillions	Resident	Non-Resident
Pavillion	\$50.00	\$75.00
Lighthouse	\$50.00	\$75.00
Dock Pavillion	\$400.00	\$400.00

Boat Ramp	Resident	Non-Resident
Daily	\$6.00	\$6.00
Seasonal	\$50.00	\$55.00
Senior Citizen Seasonal	\$50.00	\$50.00

MARINA

Harbor	Transient Rates set by MI State Waterways Commission	
Dockside	\$800/season, \$200/month	no electric, no water
30' Day Dockage	\$10.00	
31' and above Dockage	\$15.00	
Pump-out Service	\$20.00/tank	
Non-transient Shower	\$6.00	
Ice/7lb. Bag	\$3.00	
Gas	Market Rate	
Diesel	Market Rate	

PUBLIC WORKS DEPARTMENT

SOLID WASTE RATES		
Customer Charge (Use of compost site, clean up & Admin)	\$4.95	per month
Refuse Pickup (Garbage/Recycling pickup)	Senior Tote (64 gal)	Regular Tote (96 gal)
	\$7.00/month	\$14.10/month
Refuse Pickup Outside City Limits (Garbage/Recycle)	\$18.45	per month
Extra Cart Purchase	\$50.00	N/A
Extra Cart Tipping Fee	\$10.35	per month/per cart
Recycling Pickup Only (No Refuse Pickup)	\$3.15	per month/per cart
Compost Site - Non-Resident	Not Available	
Compost Site - Landscape/Lawn Contractor	Not Available	

Approved 06-07-21

STREETS		
Concrete Curb Removal	\$3.50	lin ft (\$100 Minimum)
Concrete Curb Installation	\$16.25	lin ft (\$200 Minimum)
6" Concrete Driveway Removal	\$2.60	sq ft (\$100 Minimum)
6" Concrete Driveway Installation	\$4.50	sq ft (\$200 Minimum)
Boulevard Restoration	Time&Materials	Plus 10%
Grass Cutting	Time&Materials	Plus 10%
Dumpster Permit	\$25.00	Two Week Permit

SIDE WALKS		
Sidewalk Removal	\$1.60	sq ft (\$100 Minimum)
4" Sidewalk Instalation	\$4.00	sq ft (\$150 Minimum)
6" Sidewalk Instalation	\$5.00	sq ft (\$150 Minimum)
Snow Removal	Time&Materials	Plus 10%

LAKESIDE CEMETERY RATES

Lot Prices	Resident	Non-Resident
SITE FEES		
Burial Plot Fee	\$525.00	\$920.00
Cremation Plot Fee (2/per plot)	\$370.00	\$610.00
Transfer Site Fee	\$27.00	
BURIAL FEES		
Regular Hours Monday - Friday 8a.m. - 4p.m.	\$425.00	
Saturday 8a.m. - 4p.m.	\$500.00	
Sunday 8a.m. - 12p.m.	\$740.00	
After 4p.m. Additional Charge	\$80.00	
CREMATION BURIAL FEES		
8a.m. - 4p.m. (week days) No Service	\$85.00	
8a.m.- 4p.m. (week days) W/Service	\$137.00	
Saturday Charge 8a.m. - 4p.m.	\$185.00	
Sunday 8a.m. - 12p.m.	\$425.00	
FOUNDATIONS		
Foundations for Monuments	.35/sq.inch	
SPECIAL REQUESTS		
	Time & Material	
No work will be performed on a Holiday		

Perpetual Care must be paid in full before the burial on a family lot. When purchasing lots for a burial, the lot in which a burial will be made must be paid in full before the burial. The opening of the grave must be paid prior to the burial.

Public Safety

Freedom of Information Act Requests - Per FOIA Policy

PBT Test Fee	\$5.00
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Parking Violations	\$25.00	
*Code of Ordinances, Section 32-56	\$50.00	dependent on violation
*Fines doubled if not paid within 72 business hours	\$150.00	

Public Safety or Fire Emergencies	*See Note	
*Code of Ordinances, Chapter 18, Sec. 18.1		
Personnel (Public Safety)	Actual rates as per Union Contract	
Personnel (Vol. Fire Dept.)	\$12.00	per hour
Engine 64	\$100.00	per hour
Engine 65	\$100.00	per hour
Foam Buckets Used	\$90.00	per container
Fire Extinguishers Used	\$50.00	per extinguisher
Other Rescue Related Equipment (Ice Rescue / Hovercraft)	\$100.00	per hour

***Note: Charges for Public Safety or Fire Emergencies will not be assessed if the total total costs do not exceed \$250.00 for the incident. Charges will not exceed \$1,000 except in the case of illegal fires or criminal events.**

Processing NSF Checks, 3+ Incidents, Same Offender, Same Business (Paid by business)	\$25.00
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	MARCH	MARCH	MARCH
Water	2%	2%	2%
Sewer	1.5%	1.5%	1.5%
CITY OF ST IGNACE	2022	2023	2024
CITY WATER PER 1,000 GAL-RESIDENT	\$ 6.25	\$ 6.38	\$ 6.51
CITY WATER PER 1,000 GAL COM/PUB	\$ 6.25	\$ 6.38	\$ 6.51
CITY WATER for Reading Only			
Seasonal Turn On/Turn Offs	\$30/\$30	\$30/\$30	\$30/\$30
Shut Off/Turn On Fees	\$60	\$60	\$60
Water Sample Fees	\$27.50	\$27.50	\$27.50

*Yearly 2% increase as approved by Council 03/2017

*Yearly 1.5% increase as approved by Council 03/2017

CITY WATER 3/4" RES	\$	6.25	\$	6.38	\$	6.51
CITY WATER RTS 3/4" RES	\$	16.00	\$	16.00	\$	16.00
CITY WATER 1"	\$	6.25	\$	6.38	\$	6.51
CITY WATER RTS 1"	\$	60.00	\$	60.00	\$	60.00
CITY WATER 1 1/2"	\$	6.25	\$	6.38	\$	6.51
CITY WATER RTS 1 1/2"	\$	192.00	\$	192.00	\$	192.00
CITY WATER 2"	\$	6.25	\$	6.38	\$	6.51
CITY WATER RTS 2"	\$	224.00	\$	224.00	\$	224.00
CITY WATER 3"	\$	6.25	\$	6.38	\$	6.51
CITY WATER RTS 3"	\$	272.00	\$	272.00	\$	272.00
CITY WATER 3" Golf Course first 5000	\$	6.25	\$	6.38	\$	6.51
CITY WATER 3" Golf Course after first 5000	\$	3.12	\$	3.14	\$	3.20
CITY WATER 3/4" COM/PUB	\$	6.25	\$	6.38	\$	6.51
CITY WATER RTS 3/4" COM/PUB	\$	26.00	\$	26.00	\$	26.00
CITY WATER 3/4" PUB/RES	\$	6.25	\$	6.38	\$	6.51
CITY WATER RTS 3/4" PUB/RES	\$	16.00	\$	16.00	\$	16.00
MAINT. CHARGES (EX.THAW PIPES)						
CITY SEWER FLAT FEE	\$	48.15	\$	48.15	\$	48.15
CITY SEWER READING ONLY	\$	7.43	\$	7.54	\$	7.65
CITY SEWER COMMODITY ONLY-RES	\$	7.43	\$	7.54	\$	7.65
CITY SEWER COMMODITY ONLY-COM/PUB	\$	7.43	\$	7.54	\$	7.65
CITY SEWER 3/4" RES	\$	7.43	\$	7.54	\$	7.65
CITY SEWER RTS 3/4" RES	\$	23.10	\$	23.10	\$	23.10
CITY SEWER 1"	\$	7.43	\$	7.54	\$	7.65
CITY SEWER RTS 1"	\$	80.80	\$	80.80	\$	80.80
CITY SEWER 1 1/2"	\$	7.43	\$	7.54	\$	7.65
CITY SEWER RTS 1 1/2"	\$	242.43	\$	242.43	\$	242.43
CITY SEWER 2"	\$	7.43	\$	7.54	\$	7.65
CITY SEWER RTS 2"	\$	288.56	\$	288.56	\$	288.56
CITY SEWER 3"	\$	7.43	\$	7.54	\$	7.65
CITY SEWER RTS 3"	\$	369.36	\$	369.36	\$	369.36
CITY SEWER 3/4" COM/PUB	\$	7.43	\$	7.54	\$	7.65
CITY SEWER RTS 3/4" COM/PUB	\$	41.56	\$	41.56	\$	41.56
CITY SEWER 3/4" PUB/RES	\$	7.43	\$	7.54	\$	7.65
CITY SEWER RTS 3/4" PUB/RES	\$	23.09	\$	23.09	\$	23.09

MORAN TOWNSHIP RATES			
	2022	2023	2024
MORAN TWSP WATER 3/4" RES	\$ 9.07	\$ 9.25	\$ 9.44
MORAN TWSP WATER RTS 3/4" RES	\$ 34.38	\$ 34.38	\$ 34.38
MORAN TWSP WATER 1" RES	\$ 9.07	\$ 9.25	\$ 9.44
MORAN TWSP WATER RTS 1" RES	\$ 119.95	\$ 119.95	\$ 119.95
MORAN TWSP WATER 1 1/2"	\$ 9.07	\$ 9.25	\$ 9.44
MORAN TWSP WATER RTS 1 1/2"	\$ 351.13	\$ 351.13	\$ 351.13
MORAN TWSP WATER 2"	\$ 9.07	\$ 9.25	\$ 9.44
MORAN TWSP WATER RTS 2"	\$ 470.03	\$ 470.03	\$ 470.03
MORAN TWSP WATER 3"	\$ 9.07	\$ 9.25	\$ 9.44
MORAN TWSP WATER RTS 3"	\$ 550.80	\$ 550.80	\$ 550.80
MORAN TWSP WATER 3/4" COM/PUB	\$ 9.07	\$ 9.25	\$ 9.44
MORAN TWSP WATER RTS 3/4" COM/PUB	\$ 51.38	\$ 51.38	\$ 51.38
MORAN TWSP WATER 1" COM/PUB	\$ 9.07	\$ 9.25	\$ 9.44
MORAN TWSP WATER RTS 1" COM/PUB	\$ 119.95	\$ 119.95	\$ 119.95
MORAN TWSP WATER / For Sewer Billing Only			
MORAN TWSP SEWER 3/4" RES	\$ 8.29	\$ 8.41	\$ 8.54
MORAN TWSP SEWER RTS 3/4" RES	\$ 34.38	\$ 34.38	\$ 34.38
MORAN TWSP SEWER 1"	\$ 8.29	\$ 8.41	\$ 8.54
MORAN TWSP SEWER RTS 1"	\$ 123.77	\$ 123.77	\$ 123.77
BRIDGE AUTH SEWER COM 1"	\$ 7.33	\$ 7.44	\$ 7.55
BRIDGE AUTH SEWER RTS 1"	\$ 120.61	\$ 120.61	\$ 120.61
MORAN TWSP SEWER 1 1/2"	\$ 8.29	\$ 8.41	\$ 8.54
MORAN TWSP SEWER RTS 1 1/2"	\$ 360.99	\$ 360.99	\$ 360.99
BRIDGE AUTH SEWER COM 1 1/2"	\$ 7.33	\$ 7.44	\$ 7.55
BRIDGE AUTH SEWER RTS 1 1/2"	\$ 354.47	\$ 354.47	\$ 354.47
MORAN TWSP SEWER 2"	\$ 8.29	\$ 8.41	\$ 8.54
MORAN TWSP SEWER RTS 2"	\$ 446.06	\$ 446.06	\$ 446.06
BRIDGE AUTH SEWER COM 2"	\$ 7.33	\$ 7.44	\$ 7.55
BRIDGE AUTH SEWER RTS 2"	\$ 434.60	\$ 434.60	\$ 434.60
MORAN TWSP SEWER 3"	\$ 8.29	\$ 8.41	\$ 8.54
MORAN TWSP SEWER RTS 3"	\$ 550.08	\$ 550.08	\$ 550.08
MORAN TWSP SEWER 3/4"COM/PUB	\$ 8.29	\$ 8.41	\$ 8.54
MORAN TWSP SEWER RTS 3/4"COM/PUB	\$ 55.08	\$ 55.08	\$ 55.08
BRIDGE AUTH SEWER COM 3/4" COM/PUB	\$ 8.29	\$ 8.41	\$ 8.54
BRIDGE AUTH SEWER RTS 3/4" COM/PUB	\$ 53.11	\$ 53.11	\$ 53.11
MORAN TWSP SEWER FLAT FEE	\$ 117.47	\$ 117.47	\$ 117.47

ST IGNACE TOWNSHIP RATES			
	2022	2023	2024
ST IGNACE TWSP WATER PER 1,000	\$ 6.25	\$ 6.38	\$ 6.51
ST IGNACE TWSP SEWER PER 1,000	\$ 7.98	\$ 8.10	\$ 8.26
S I TWSP WATER 3/4" RES			
S I TWSP WATER 3/4" RES	\$ 6.25	\$ 6.38	\$ 6.51
S I TWSP WATER RTS 3/4" RES	\$ 16.00	\$ 16.00	\$ 16.00
S I TWSP WATER 1"			
S I TWSP WATER 1"	\$ 6.25	\$ 6.38	\$ 6.51
S I TWSP WATER RTS 1"	\$ 60.00	\$ 60.00	\$ 60.00
S I TWSP WATER 1 1/2"			
S I TWSP WATER 1 1/2"	\$ 6.25	\$ 6.38	\$ 6.51
S I TWSP WATER RTS 1 1/2"	\$ 192.00	\$ 192.00	\$ 192.00
S I TWSP WATER 2"			
S I TWSP WATER 2"	\$ 6.25	\$ 6.38	\$ 6.51
S I TWSP WATER RTS 2"	\$ 224.00	\$ 224.00	\$ 224.00
S I TWSP WATER 3"			
S I TWSP WATER 3"	\$ 6.25	\$ 6.38	\$ 6.51
S I TWSP WATER RTS 3"	\$ 272.00	\$ 272.00	\$ 272.00
S I TWSP WATER 3/4" COM/PUB			
S I TWSP WATER 3/4" COM/PUB	\$ 6.25	\$ 6.38	\$ 6.51
S I TWSP WATER RTS 3/4" COM/PUB	\$ 26.00	\$ 26.00	\$ 26.00
FOR SEWER ONLY			
S I TWSP SEWER 3/4" RES			
S I TWSP SEWER 3/4" RES	\$ 7.98	\$ 8.10	\$ 8.26
S I TWSP SEWER RTS 3/4" RES			
S I TWSP SEWER RTS 3/4" RES	\$ 26.96	\$ 26.96	\$ 26.96
S I TWSP SEWER 1"			
S I TWSP SEWER 1"	\$ 7.98	\$ 8.10	\$ 8.26
S I TWSP SEWER RTS 1"	\$ 146.66	\$ 146.66	\$ 146.66
S I TWSP SEWER 1 1/2"			
S I TWSP SEWER 1 1/2"	\$ 7.98	\$ 8.10	\$ 8.26
S I TWSP SEWER RTS 1 1/2"	\$ 288.60	\$ 288.60	\$ 288.60
S I TWSP SEWER 2"			
S I TWSP SEWER 2"	\$ 7.98	\$ 8.10	\$ 8.26
S I TWSP SEWER RTS 2" RTS	\$ 442.52	\$ 442.52	\$ 442.52
S I TWSP SEWER 3"			
S I TWSP SEWER 3"	\$ 7.98	\$ 8.10	\$ 8.26
S I TWSP SEWER RTS 3"	\$ 687.47	\$ 687.47	\$ 687.47
S I TWSP SEWER 3/4" COM/PUB			
S I TWSP SEWER 3/4" COM/PUB	\$ 7.98	\$ 8.10	\$ 8.26
S I TWSP SEWER RTS 3/4" COM/PUB	\$ 59.33	\$ 59.33	\$ 59.33

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR		2022 AMENDED BUDGET	% BDGT USED
		MONTH 01/31/2022	YTD BALANCE 01/31/2022		
Fund 101 - GENERAL FUND					
Revenues					
TAXES	TAXES	30,028.57	30,028.57	1,308,801.00	2.29
LIC/PERM	LICENSES AND PERMITS	0.00	0.00	800.00	0.00
CHG SERV	CHARGE FOR SERVICES	387.77	387.77	28,030.00	1.38
CONT	CONT FM LOCAL UNITS	0.00	0.00	40,477.00	0.00
O/REV	OTHER REVENUE	7,983.47	7,983.47	161,360.00	4.95
FIN/FOR	FINES AND FORFEITURES	0.00	0.00	1,100.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	3,500.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	115,370.00	0.00
UNCLASSIFIED	Unclassified	2,116.16	2,116.16	342,465.00	0.62
TOTAL REVENUES		40,515.97	40,515.97	2,001,903.00	2.02
Expenditures					
101	CITY COUNCIL	1,553.30	1,553.30	26,900.00	5.77
172	CITY MANAGER	7,820.86	7,820.86	165,595.00	4.72
191	ACCOUNTING DEPT	0.00	0.00	32,500.00	0.00
201	ADMINISTRATION	0.00	0.00	12,000.00	0.00
215	CLERK	12,057.01	12,057.01	290,875.00	4.15
234	CENTRAL SUPPLIES	0.00	0.00	3,900.00	0.00
247	BOARD OF REVIEW	0.00	0.00	2,220.00	0.00
257	ASSESSOR	2,950.22	2,950.22	36,300.00	8.13
262	ELECTIONS	615.00	615.00	6,825.00	9.01
265	BLDG & GROUNDS	1,596.41	1,596.41	30,650.00	5.21
266	ATTORNEY	0.00	0.00	40,000.00	0.00
301	POLICE	27,471.72	27,471.72	611,336.00	4.49
335	SAFETY & HEALTH	0.00	0.00	48,235.00	0.00
336	FIRE DEPARTMENT	11,290.65	11,290.65	120,050.00	9.40
441	PUBLIC WORKS	11,473.88	11,473.88	117,660.00	9.75
448	STREET LIGHTING	3,376.98	3,376.98	39,000.00	8.66
528	GARBAGE COLLECTION	0.00	0.00	900.00	0.00
701	PLANNING	0.00	0.00	3,000.00	0.00
703	ZONING BD OF APPEALS	0.00	0.00	650.00	0.00
704	COMMUNITY DEVELOPMENT	600.00	600.00	78,014.00	0.77
770	PARK MAINT	142.83	142.83	71,737.00	0.20
773	BOAT LAUNCH	33.86	33.86	4,195.00	0.81
953	FRINGE BENEFITS	7,546.71	7,546.71	96,000.00	7.86
954	INSURANCE & BONDS	7,060.11	7,060.11	26,300.00	26.84
965	TRANS TO OTHER FUNDS	0.00	0.00	71,330.00	0.00
TOTAL EXPENDITURES		95,589.54	95,589.54	1,936,172.00	4.94
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		40,515.97	40,515.97	2,001,903.00	2.02
TOTAL EXPENDITURES		95,589.54	95,589.54	1,936,172.00	4.94
NET OF REVENUES & EXPENDITURES		(55,073.57)	(55,073.57)	65,731.00	83.79

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 202 - MAJOR STREETS					
Revenues					
TAXES	TAXES	1,126.27	1,126.27	66,520.00	1.69
CONT	CONT FM LOCAL UNITS	0.00	0.00	5,000.00	0.00
O/REV	OTHER REVENUE	17,388.24	17,388.24	75,000.00	23.18
INT	INTEREST AND RENTALS	0.00	0.00	2,300.00	0.00
ST REV	STATE REVENUE	20,113.98	20,113.98	288,800.00	6.96
UNCLASSIFIED	Unclassified	395.12	395.12	4,000.00	9.88
TOTAL REVENUES		39,023.61	39,023.61	441,620.00	8.84
Expenditures					
444	SIDEWALKS	0.00	0.00	2,091.00	0.00
451	ROAD CONSTRUCTION	0.00	0.00	9,000.00	0.00
463	ROUTINE MAINT	821.47	821.47	79,599.00	1.03
474	TRAFFIC CONTROL	0.00	0.00	2,697.00	0.00
479	SNOW & ICE CONTROL	10,134.47	10,134.47	150,470.00	6.74
483	ADM & RECORDS	200.68	200.68	6,791.00	2.96
486	SURFACE MAINT TRUNKLINE	0.00	0.00	5,361.00	0.00
488	SWEEPING & FLUSHING TRUNKLINE	0.00	0.00	12,920.00	0.00
491	DRAINAGE & BACKSLOPES TRUNKLIN	0.00	0.00	4,550.00	0.00
493	GRASS & WEED CONT TRUNKLINE	0.00	0.00	563.00	0.00
494	TRAFFIC CONTROL TRUNKLINE	0.00	0.00	1,041.00	0.00
497	WINTER MAINT TRUNKLINE	7,466.32	7,466.32	49,520.00	15.08
965	TRANS TO OTHER FUNDS	0.00	0.00	41,932.00	0.00
TOTAL EXPENDITURES		18,622.94	18,622.94	366,535.00	5.08
Fund 202 - MAJOR STREETS:					
TOTAL REVENUES		39,023.61	39,023.61	441,620.00	8.84
TOTAL EXPENDITURES		18,622.94	18,622.94	366,535.00	5.08
NET OF REVENUES & EXPENDITURES		20,400.67	20,400.67	75,085.00	27.17

User: ANDREA

PERIOD ENDING 01/31/2022

DB: St Ignace

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
		MONTH 01/31/2022				
Fund 203 - LOCAL STREET						
Revenues						
TAXES	TAXES	1,126.26	1,126.26	66,520.00	1.69	
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	300.00	0.00	
CONT	CONT FM LOCAL UNITS	0.00	0.00	5,000.00	0.00	
O/REV	OTHER REVENUE	0.00	0.00	5,100.00	0.00	
INT	INTEREST AND RENTALS	0.00	0.00	550.00	0.00	
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	31,932.00	0.00	
ST REV	STATE REVENUE	9,183.02	9,183.02	123,842.00	7.42	
UNCLASSIFIED	Unclassified	180.40	180.40	13,882.00	1.30	
TOTAL REVENUES		10,489.68	10,489.68	247,126.00	4.24	
Expenditures						
444	SIDEWALKS	2.94	2.94	10,215.00	0.03	
451	ROAD CONSTRUCTION	0.00	0.00	24,054.00	0.00	
463	ROUTINE MAINT	776.02	776.02	135,990.00	0.57	
474	TRAFFIC CONTROL	0.00	0.00	2,659.00	0.00	
479	SNOW & ICE CONTROL	7,912.64	7,912.64	54,589.00	14.49	
483	ADM & RECORDS	138.04	138.04	3,280.00	4.21	
965	TRANS TO OTHER FUNDS	0.00	0.00	6,000.00	0.00	
TOTAL EXPENDITURES		8,829.64	8,829.64	236,787.00	3.73	
Fund 203 - LOCAL STREET:						
TOTAL REVENUES		10,489.68	10,489.68	247,126.00	4.24	
TOTAL EXPENDITURES		8,829.64	8,829.64	236,787.00	3.73	
NET OF REVENUES & EXPENDITURES		1,660.04	1,660.04	10,339.00	16.06	

User: ANDREA

PERIOD ENDING 01/31/2022

DB: St Ignace

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 271 - LIBRARY FUND					
Revenues					
TAXES	TAXES	1,501.72	1,501.72	88,426.00	1.70
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	350.00	0.00
O/REV	OTHER REVENUE	0.00	0.00	500.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	500.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	2,500.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	95,580.00	0.00
TOTAL REVENUES		1,501.72	1,501.72	187,856.00	0.80
Expenditures					
790	LIBRARY	25,525.72	25,525.72	170,280.00	14.99
965	TRANS TO OTHER FUNDS	0.00	0.00	2,000.00	0.00
TOTAL EXPENDITURES		25,525.72	25,525.72	172,280.00	14.82
Fund 271 - LIBRARY FUND:					
TOTAL REVENUES		1,501.72	1,501.72	187,856.00	0.80
TOTAL EXPENDITURES		25,525.72	25,525.72	172,280.00	14.82
NET OF REVENUES & EXPENDITURES		(24,024.00)	(24,024.00)	15,576.00	154.24

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 273 - DOCK NO. 3 IMPROVEMENTS					
Revenues					
UNCLASSIFIED	Unclassified	30,236.00	30,236.00	21,855.00	138.35
TOTAL REVENUES		<u>30,236.00</u>	<u>30,236.00</u>	<u>21,855.00</u>	<u>138.35</u>
Expenditures					
598	DOCK #3 IMPROVEMENTS	0.00	0.00	11,180.00	0.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>11,180.00</u>	<u>0.00</u>
Fund 273 - DOCK NO. 3 IMPROVEMENTS:					
TOTAL REVENUES		30,236.00	30,236.00	21,855.00	138.35
TOTAL EXPENDITURES		0.00	0.00	11,180.00	0.00
NET OF REVENUES & EXPENDITURES		<u>30,236.00</u>	<u>30,236.00</u>	<u>10,675.00</u>	<u>283.24</u>

User: ANDREA

PERIOD ENDING 01/31/2022

DB: St Ignace

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 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	5,025.00	0.00
FIN/FOR	FINES AND FORFEITURES	0.00	0.00	125.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	800.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	152,800.00	0.00
TOTAL REVENUES		0.00	0.00	164,750.00	0.00
Expenditures					
797	GOLF COURSE OPERATIONS	1,164.60	1,164.60	160,005.00	0.73
905	DEBT SERVICE	247.50	247.50	2,721.00	9.10
TOTAL EXPENDITURES		1,412.10	1,412.10	162,726.00	0.87
Fund 584 - GOLF COURSE FUND:					
TOTAL REVENUES		0.00	0.00	164,750.00	0.00
TOTAL EXPENDITURES		1,412.10	1,412.10	162,726.00	0.87
NET OF REVENUES & EXPENDITURES		(1,412.10)	(1,412.10)	2,024.00	69.77

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 590 - SEWER FUND					
Revenues					
TAXES	TAXES	43,435.91	43,435.91	524,435.00	8.28
LIC/PERM	LICENSES AND PERMITS	849.63	849.63	5,714.00	14.87
CHG SERV	CHARGE FOR SERVICES	6,161.97	6,161.97	90,740.00	6.79
O/REV	OTHER REVENUE	4,681.41	4,681.41	56,330.00	8.31
INT	INTEREST AND RENTALS	0.00	0.00	2,845.00	0.00
UNCLASSIFIED	Unclassified	38,604.60	38,604.60	576,267.00	6.70
TOTAL REVENUES		93,733.52	93,733.52	1,256,331.00	7.46
Expenditures					
540	SWR ADMIN	6,794.88	6,794.88	90,490.00	7.51
541	SWR PLANT OPERATIONS	35,450.38	35,450.38	413,700.00	8.57
542	SWR LN MAINT	2,778.54	2,778.54	92,810.00	2.99
905	DEBT SERVICE	0.00	0.00	493,752.00	0.00
906	SRF/ 5593 01	0.00	0.00	106,047.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	41,800.00	0.00
TOTAL EXPENDITURES		45,023.80	45,023.80	1,238,599.00	3.64
Fund 590 - SEWER FUND:					
TOTAL REVENUES		93,733.52	93,733.52	1,256,331.00	7.46
TOTAL EXPENDITURES		45,023.80	45,023.80	1,238,599.00	3.64
NET OF REVENUES & EXPENDITURES		48,709.72	48,709.72	17,732.00	274.70

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 591 - WATER FUND					
Revenues					
TAXES	TAXES	33,981.22	33,981.22	408,505.00	8.32
CHG SERV	CHARGE FOR SERVICES	30,502.88	30,502.88	477,988.00	6.38
O/REV	OTHER REVENUE	5,394.40	5,394.40	78,701.00	6.85
INT	INTEREST AND RENTALS	0.00	0.00	1,644.00	0.00
O/FINAN	OTHER FINANCING SOURCES	2,361.52	2,361.52	26,695.00	8.85
UNCLASSIFIED	Unclassified	21,656.21	21,656.21	297,053.70	7.29
TOTAL REVENUES		93,896.23	93,896.23	1,290,586.70	7.28
Expenditures					
223	SRF-STATE REVOLVING FUNDS	0.00	0.00	175,906.00	0.00
550	WTR ADMIN	9,752.33	9,752.33	82,030.00	11.89
551	WTR PLANT OPERATIONS	44,170.31	44,170.31	517,710.00	8.53
552	WTR LINE MAINT	8,474.05	8,474.05	208,407.00	4.07
553	2000 WTR RR&I	0.00	0.00	55,000.00	0.00
905	DEBT SERVICE	4,548.63	4,548.63	172,278.00	2.64
965	TRANS TO OTHER FUNDS	0.00	0.00	76,600.00	0.00
TOTAL EXPENDITURES		66,945.32	66,945.32	1,287,931.00	5.20
Fund 591 - WATER FUND:					
TOTAL REVENUES		93,896.23	93,896.23	1,290,586.70	7.28
TOTAL EXPENDITURES		66,945.32	66,945.32	1,287,931.00	5.20
NET OF REVENUES & EXPENDITURES		26,950.91	26,950.91	2,655.70	1,014.83

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 594 - MARINA FUND					
Revenues					
TAXES	TAXES	0.00	0.00	4,537.00	0.00
O/REV	OTHER REVENUE	0.00	0.00	112,524.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	1,000.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	130,400.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	260,000.00	0.00
TOTAL REVENUES		0.00	0.00	508,461.00	0.00
Expenditures					
590	MARINA ADMIN	1,302.92	1,302.92	36,205.00	3.60
597	MARINA OPERATIONS	760.31	760.31	252,260.00	0.30
851	INSURANCE	3,258.51	3,258.51	11,200.00	29.09
905	DEBT SERVICE	0.00	0.00	65,000.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	8,000.00	0.00
TOTAL EXPENDITURES		5,321.74	5,321.74	372,665.00	1.43
Fund 594 - MARINA FUND:					
TOTAL REVENUES		0.00	0.00	508,461.00	0.00
TOTAL EXPENDITURES		5,321.74	5,321.74	372,665.00	1.43
NET OF REVENUES & EXPENDITURES		(5,321.74)	(5,321.74)	135,796.00	3.92

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 596 - GARBAGE COLLECTION					
Revenues					
LIC/PERM	LICEENSES AND PERMITS	104.99	104.99	1,300.00	8.08
UNCLASSIFIED	Unclassified	10,926.00	10,926.00	122,306.00	8.93
TOTAL REVENUES		11,030.99	11,030.99	123,606.00	8.92
Expenditures					
528	GARBAGE COLLECTION	0.00	0.00	123,606.00	0.00
TOTAL EXPENDITURES		0.00	0.00	123,606.00	0.00
Fund 596 - GARBAGE COLLECTION:					
TOTAL REVENUES		11,030.99	11,030.99	123,606.00	8.92
TOTAL EXPENDITURES		0.00	0.00	123,606.00	0.00
NET OF REVENUES & EXPENDITURES		11,030.99	11,030.99	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 641 - EQUIPMENT FUND					
Revenues					
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	7,000.00	0.00
O/REV	OTHER REVENUE	160.32	160.32	16,300.00	0.98
TRANS	TRANSFERS-INTERNAL ACTIV	16,548.81	16,548.81	177,100.00	9.34
O/FINAN	OTHER FINANCING SOURCES	0.00	0.00	1,000.00	0.00
UNCLASSIFIED	Unclassified	8,252.40	8,252.40	179,139.00	4.61
TOTAL REVENUES		24,961.53	24,961.53	380,539.00	6.56
Expenditures					
581	GARAGE MAINT	8,322.45	8,322.45	52,470.00	15.86
582	EQUIPMENT MAINT	6,394.30	6,394.30	243,030.00	2.63
905	DEBT SERVICE	0.00	0.00	39,602.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	24,290.00	0.00
TOTAL EXPENDITURES		14,716.75	14,716.75	359,392.00	4.09
Fund 641 - EQUIPMENT FUND:					
TOTAL REVENUES		24,961.53	24,961.53	380,539.00	6.56
TOTAL EXPENDITURES		14,716.75	14,716.75	359,392.00	4.09
NET OF REVENUES & EXPENDITURES		10,244.78	10,244.78	21,147.00	48.45

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 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	15,000.00	0.00
TOTAL REVENUES		<u>0.00</u>	<u>0.00</u>	<u>27,900.00</u>	<u>0.00</u>
Expenditures					
233	CENTRAL EQUIP	862.28	862.28	27,900.00	3.09
TOTAL EXPENDITURES		<u>862.28</u>	<u>862.28</u>	<u>27,900.00</u>	<u>3.09</u>
Fund 664 - OFFICE EQUIPMENT POOL:					
TOTAL REVENUES		0.00	0.00	27,900.00	0.00
TOTAL EXPENDITURES		<u>862.28</u>	<u>862.28</u>	<u>27,900.00</u>	<u>3.09</u>
NET OF REVENUES & EXPENDITURES		(862.28)	(862.28)	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 01/31/2022	YTD BALANCE 01/31/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST					
Revenues					
INT	INTEREST AND RENTALS	0.00	0.00	1,200.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	41,800.00	0.00
TOTAL REVENUES		<u>0.00</u>	<u>0.00</u>	<u>43,000.00</u>	<u>0.00</u>
Expenditures					
201	ADMINISTRATION	0.00	0.00	23,500.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	12,000.00	0.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>35,500.00</u>	<u>0.00</u>
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST:					
TOTAL REVENUES		0.00	0.00	43,000.00	0.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>35,500.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	7,500.00	0.00
TOTAL REVENUES - ALL FUNDS		345,389.25	345,389.25	6,695,533.70	5.16
TOTAL EXPENDITURES - ALL FUNDS		<u>282,849.83</u>	<u>282,849.83</u>	<u>6,331,273.00</u>	<u>4.47</u>
NET OF REVENUES & EXPENDITURES		62,539.42	62,539.42	364,260.70	17.17

Invoices for Approval Monday, February 21, 2022

Ace Hardware	January 2022 Statement	\$1,142.82
Airgas	DPW-Rental Gas	\$162.35
Amazon	January 2022 Statement	\$2,043.08
Anthony Brown	Travel Reimbursement	\$314.31
Arrow Signs-Mike Lamb	Little Bear Cheer Banner	\$20.00
B.C. Pizza	Little Bear Concessions	\$88.32
BAM Tools	WTR Plant Supplies	\$160.80
Belonga Excavating LLC	Sewer Repair Parts-N. State Street	\$190.86
Belonga Excavating LLC	Water Main Break-S. State and Marley Streets	\$455.00
Darcy Long	Travel Reimbursement	\$58.15
Days Inn by Wyndham Imlay City	SIPD-Lodging Training-J. Rogers	\$424.95
Ellen's Equipment	DPW-Toolcat Valve/Harness	\$989.20
ETNA	Parts for Water Main Break	\$155.00
Galls	SIPD-Trousers 2 Pair	\$136.19
HD Supply Facilities/USA Bluebook	Water Plant Supplies	\$560.12
Hot Shot Drain Cleaning LLC	Sewer Repair Service-N. State Street	\$2,250.00
Kimball Midwest	DPW Shop Supplies	\$528.12
Lynn Auto Parts	January 2022 Statement	\$2,583.17
Mackinac Plumbing and Heating	Little Bear Heater Repair	\$962.57
Mackinac Plumbing and Heating	City Hall Bathroom Fan	\$145.29
Michigan Municipal League	2022 Membership-Due/Legal Defense Fund	\$1,874.00
NCL	Refrigerator Thermometer	\$61.31
Paragon Laboratories	Water Plant Testing	\$89.35
Pomasl	SIFD-Flame Fighters	\$625.40
R&R Fire Truck Repair Inc	SIFD - Quarterly Equipment Maintenance	\$230.45
R&R Fire Truck Repair Inc	SIFD-2004 Pierce SAB/Rescue Repair	\$3,038.93
Spartan Nash	January 2022 Statement	\$281.64
St. Ignace True Value	January 2022 Statement	\$571.86
Stephanie Baar	Travel Reimbursement	\$202.93
Street Cop Training	Course-Interdiction Mastermind-B. Brothers	\$249.00
Whiskey River Inc.	DPW Garage Door Installation	\$3,582.00
		<u>\$24,177.17</u>

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2022 MML Capital Conference



2022 Capital Conference (CapCon)

March 15-16, 2022

Lansing, MI

Partnerships and Policy: Fueling a Community Revival

The big event is almost here. Get your ticket to CapCon 2022, an experience designed to give you the latest on the policy that is shaping our world and the partnerships that have the power to change it. Harness that power to accelerate our collective agenda in Lansing, D.C., and at home. Municipal leaders are faced with some of the biggest and most consequential decisions of their professional life.

Get the inspiration and answers you need at CapCon 2022.

CapCon 2022 will have attendees leaving this year's event with:

- The latest news on priority policy issues in Lansing and DC
- Tangible information and tools that help them access extensive federal and state resources
- Stronger or new relationships with key policy leaders such as legislators and state cabinet heads
- New inspiration from community leaders representing big and small cities who've used partnerships to achieve something special

[Click here to view the Agenda](#)

Cost Per Person:

MML Full & Associate Members/BAP Participants: Early @ \$275, Regular \$360

Nonmember Government/Non-profit/Limited Associates: Early @ \$550, Regular \$660

Student @ \$110

Guests: Early @ \$85, Regular \$95

Early bird registration cutoff date is February 28, 2022. Regular registration will end March 7, 2022 @ 5:00 pm.

[Click here for a faxable form.](#)

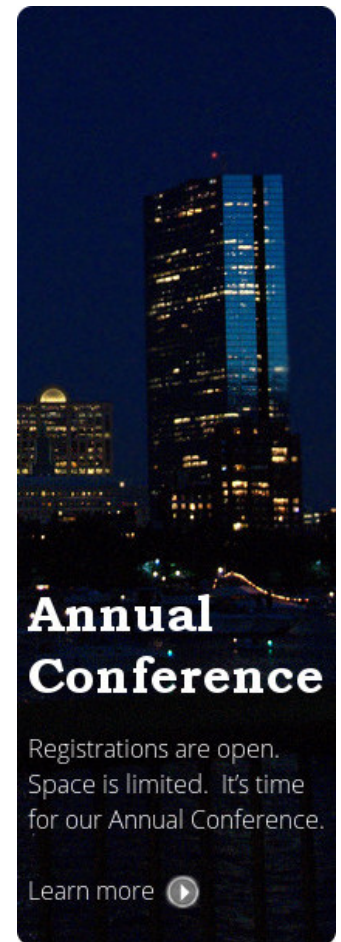
Location:

Lansing Center
333 E. Michigan Avenue
Lansing, MI 48933

Registration:

To register online, login to the right, and then click the "Register Myself" or "Register Someone Else" button below.

Housing:



Housing reservations will only be accepted for registered attendees. Housing reservation information and instructions will be located in your registration confirmation email.

Radisson Hotel Lansing at the Capitol
111 N Grand Ave, Lansing, MI 48933

Room rate is \$134.95 (plus taxes)

The cut-off date for the MML room block is set for Friday, February 18, 2022.

Price: 275.00
When: 3/15/2022 - 3/16/2022
Where: Lansing Center
Phone: (517) 483-7400
333 E. Michigan Avenue
Lansing, MI 48933

[Register Myself](#)

[Register Someone Else](#)

My Registration Status: Not Registered

Program

Select Programs by Only display program items in registrant's itinerary

Tuesday, 15 March 2022

9:00 AM

[Guest Registration](#)

Guest Registration

Price: 85.00

Time: 3/15/2022 9:00 AM - 3/16/2022 4:30 PM

9:00 AM

[Workshop: Emergency Management Training for Local Govts](#)

Discussion on Emergency Management training opportunities for local communities.

Price: 0.00

Time: 9:00 AM - 12:00 PM

9:00 AM

[Workshop: Making the Dollars Stretch: ARPA Funds](#)

You've learned what your community's ARPA allocation will be, and perhaps allocated part of it already. Come roll up your sleeves with our ServeMiCity team to wrestle with allowable uses of funds, tailor project ideas based on local data showing need, and be inspired by creative ways to build community wealth in your municipality.

Price: 0.00

Time: 9:00 AM - 12:00 PM

9:00 AM

[Workshop: MI Water Navigator Mini-Bootcamp](#)

This workshop will introduce the MI Water Navigator : A Toolkit for Navigating MI Water Infrastructure Funding with a short presentation from MMLF and our partners MI Department of Environment, Great Lakes, & Energy (EGLE) and the Environmental Policy Innovation Center (EPIC) on Drinking Water State Revolving Fund (DWSRF) applications and other water infrastructure funding opportunities.

Price: 0.00

Wednesday, 16 March 2022

Conference Agenda-at-a-glance

(<http://blogs.mml.org/wp/cc>)

[HOME](#) ([HTTP://BLOGS.MML.ORG/WP/CC](http://blogs.mml.org/wp/cc)) / CONFERENCE AGENDA-AT-A-GLANCE

Tuesday, March 15, 2022

8:00 am – 6:00 pm	Conference Registration
9:00 am – 12:00 pm	Workshops (http://blogs.mml.org/wp/cc/conference-workshops-2/)
9:00 am – 4:30 pm	MAMA Mid-Winter Institute (https://www.mml.org/sites/Members/Event_Display.aspx?EventKey=20C01&WebsiteKey=6c903230-4a06-4cc8-8cd2-d7c66df022f1) *
10:00 am – 1:00 pm	MML Board of Trustees Meeting & Lunch
12:00 – 1:15 pm	Michigan Women in Municipal Government Luncheon*
12:00 – 1:30 pm	Open Office Hours with State Agencies (http://blogs.mml.org/wp/cc/general-information/) Meetings with Legislators (on your own)
1:45 – 3:30 pm	Capital Conference Welcome General Session
3:30 – 4:30 pm	General Session: Legislative Team Breaks It Down
4:30 – 6:30 pm	MML Liability & Property Pool (http://blogs.mml.org/wp/cc/general-information/) Capital Conference Welcome Reception (http://blogs.mml.org/wp/cc/general-information/)


Wednesday, March 16, 2022


7:30 am – 3:30 pm	Conference Registration
7:30 – 8:30 am	Legislative Breakfast (http://blogs.mml.org/wp/cc/general-information/)
8:00 am – 3:30 pm	Annual Expo
8:30 – 10:00 am	General Session: Meet the Leaders Helping Shape the Future of Michigan


10:00 – 10:30 am	Networking Break in Expo Hall
10:45 -Noon (http://blogs.mml.org/wp/cc)	Breakout Sessions (http://blogs.mml.org/wp/cc/breakout-sessions/)
Noon – 1:00 pm	Networking Luncheon Michigan Black Caucus of Local Elected Officials Annual Meeting/Lunch
1:00 – 1:30 pm	Dessert & Networking Break in Expo Hall
1:30 – 2:45 pm	General Session: Leveraging the Power of Community Capital
2:45 – 3:30 pm	Networking Break in Expo Hall
2:45 – 4:30 pm	Meetings with Legislators (on your own)
3:30 – 4:30 pm	Breakout Sessions (http://blogs.mml.org/wp/cc/breakout-sessions/)


*Indicates additional fee

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**ST IGNACE AREA EMERGENCY MEDICAL SERVICES COUNCIL
(Unofficial) Council Proceedings**

A Regular Meeting of the St. Ignace –Area EMS Council was held on Tuesday, February 15, 2022 in the St. Ignace Municipal Building. The meeting was called to order at 2:00 p.m. by Chairperson Blake-Thomas.

Members Present: Chairperson David Blake-Thomas, Trout Lake Township
Treasurer Laurie Collier, Hendricks Township
Eric Danielson, St. Ignace Township
Vice Chairperson Austin Kimberling, Moran Township
Secretary Darcy Long, City of St. Ignace
Ed Serwach, Brevort Township

Absent: Dallas Hyde, Cheboygan Life Support Systems (CLSS)

Others Present: Mark Wilk, Area Manager; Ken Collier; Andrea Insley (minutes).

Public Comment – None.

Consideration of minutes from January 18, 2022 Council Meeting:

It was moved by Ed Serwach, seconded by Secretary Long, to approve the minutes from January 18, 2022, as presented. Motion carried unanimously.

Board Reports:

A. CLSS Financial Report – Mark Wilk, Area Manager, reviewed the 2021 Profit & Loss statement with Council showing a year-end loss of \$19,902.94. Mr. Wilk informed Council that the year actually ended with a loss of \$46,203.71, after the Federal Payroll Protection funds were considered for 2021. Also considered were the profit funds CLSS accrued since April 2015, in the amount of \$26,300.77, which made up the year-end total of a loss of \$19,902.24. Mr. Wilk then reviewed the monthly Profit & Loss with Council, also showing a loss of \$19,272.40.

B. Operations Report – Mr. Wilk updated Council with adjustments made to the crew schedules so they are able to maximize the use of their resources between Basic crew and the Advanced Life Support (ALS) crew, both operationally and financially.

At this time, Chairperson Blake-Thomas suggested Council consider the opportunity to seek a millage proposal to support future expenses, referencing the loss experienced in recent years and the budgeted operating loss for 2022. Mr. Wilk also offered to provide a list of capital expenditures for the next five to ten years to aid in understanding the needs of the area ambulance service.

C. SI-Area EMS Council Financial Report – Laurie Collier, Treasurer, reviewed the balance sheet with Council stating a final balance of \$899,063.88. Ms. Collier noted the \$750,000 grant was received, and C2AE has submitted the first progressive billing for the work at the proposed billing site for \$41,725.

Chairperson Blake-Thomas requested Council's approval to open a bank account to hold the grant funds separate from the general checking account, so as to monitor the records more efficiently. It was moved by Ed Serwach, seconded by Eric Danielson, to approve to open a second bank account for the grant funds received from the State of Michigan. Motion carried unanimously.

Chairperson Blake-Thomas informed Council that, as a requirement, the Council must also establish the signatories on the new account. It was moved by Ed Serwach, seconded by Vice-Chairperson Kimberling, to approve Chairperson David Blake-Thomas, Vice-Chairperson Austin Kimberling, Secretary Darcy Long and Treasurer Laurie Collier as the official signatories on the new bank account.

Chairperson Blake-Thomas informed Council that there is no time limit on when the grant funds must be spent, but expenditures must be reported to the State of Michigan quarterly. Once the funds received thus far have been spent, the State will issue the second half of the grant.

At this time, it was moved by Vice-Chairperson Kimberling, seconded by Secretary Long, to approve the monthly financials as presented. Motion carried unanimously.

Old Business:

A. New Building Update

Chairperson Blake-Thomas discussed the status of the proposed site for the new ambulance building, reiterating the contribution from Mackinac County of \$85,000. The amount of \$30,000 was intended for Mackinac County's interest in investigating the site for potential development and the \$55,000 was intended for Phase 1 of the investigation and preliminary design for the new ambulance building site. Due to the fact that C2AE's findings showed most of the property is State owned wetland, Chairperson Blake-Thomas suggested offering to return \$14,500 to Mackinac County as the remaining funds intended for their project. In addition, Chairperson Blake-Thomas informed Council that he and Mr. Wilk are planning a presentation to the County Commission regarding the desired Townline Road parcel for the new building and the timeline for the construction process.

At this time, Chairperson Blake-Thomas requested Council's approval to pay C2AE for the first invoice, which included \$26,200 for SIAEMS and \$15,525 for Mackinac County. It was moved by Vice-Chairperson Kimberling, seconded by Ed Serwach, to approve payment of \$41,725 to C2AE. Motion carried unanimously.

B. Update New Ambulance

Mr. Wilk informed Council that the ambulance vehicle is being shipped to Michigan this week, at which time it will be prepared for delivery. It was moved by Ed Serwach, seconded by Vice-Chairperson Kimberling, to pay off the balance of the new ambulance vehicle. Motion carried unanimously.

C. Update on Authority

Chairperson Blake-Thomas informed Council the final paperwork is being submitted this month to the State for the Straits Area EMS Authority. It is planned for the next scheduled meeting to hold one meeting for the St. Ignace Area EMS Council and a separate for the Straits Area EMS

Authority. Chairperson Blake-Thomas also noted the Articles of Incorporation were published in the January 27th issue of the St. Ignace News. It was moved by Vice-Chairperson Kimberling, seconded by Secretary Long, to approve payment to the St. Ignace news of \$2,102.70 for publishing the Articles of Incorporation. Motion carried unanimously.

D. Review & Discussion of Draft Authority Bylaws

Chairperson Blake-Thomas introduced the draft of the Authority's Bylaws for Council's consideration. Chairperson Blake-Thomas also noted that once the Authority is established, officers of the Authority will be decided and a Chief Administrative Officer will be appointed. It was moved by Vice-Chairperson Kimberling, seconded by Ed Serwach, to adopt the Authority Bylaws as presented. Motion carried unanimously.

New Business:

Chairperson Blake-Thomas rescheduled the next regular meeting for Thursday, March 17th, due to most communities hosting their March Board of Review meetings on Tuesday.

Adjourn:

The next Regular Council Meeting will be held on Thursday, March 17, 2022, at 2:00 p.m. in the St. Ignace Municipal Building.

There being no further business, it was moved by Chairperson Blake-Thomas, seconded by Treasurer Collier, to adjourn the meeting at 2:57 p.m. Motion carried unanimously.