

## **CITY COUNCIL MEETING**

St. Ignace, Michigan

Monday, August 21, 2023 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID: 892 7003 2156

### **\*\*\*\*AGENDA\*\*\*\***

- 1) Call to Order
- 2) Pledge of Allegiance (led by Girl Scout Troop 5072)
- 3) Invocation
- 4) Roll Call
- 5) Additions to the Agenda
- 6) Public Comment (3-minute limit)
- 7) Consideration of Minutes of August 7, 2023
- 8) Old Business
- 9) New Business
  - A. Girl Scout Troop 5072
  - B. Audit 2022 Presentation
  - C. Resolution 23-30 Fall Fest & Pumpkin Roll 2023
  - D. LBE Department Update
  - E. DPW Garage Roof Replacement
  - F. Water Plant Chlorine Equipment
  - G. City Clerk/Treasurer Training September
  - H. Committee Appointments
  - I. Financials
- 10) Consideration of Bills
- 11) Public Comment (3-minute limit)
- 12) Management Report
- 13) Committee Reports
  - A. Dock #3
  - B. SAEMS Authority/SAEMS Council
- 14) Council Member Comments

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

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

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

**PRESENT FROM CITY COUNCIL:** Councilmembers Cronan, Fullerton, Gustafson, Mayor LaLonde, Mayor Pro-Tem St. Louis, and Councilmember Williford.

**ABSENT:** Councilmember Pelter. It was moved by Councilmember Gustafson, seconded by Councilmember Cronan, to approve excusing Councilmember Pelter from the meeting due to a work conflict. Motion carried unanimously.

**STAFF PRESENT:** Andrea Insley, City Clerk-Treasurer; Charles Palmer, City Attorney; Kevin James, Police Chief; Scott Marshall, DDA Director; Cathy Lamb, Facility & Recreation Manager; Shirley Sorrels, Museum Director.

**ADDITIONS TO THE AGENDA**

Mayor LaLonde – Dock #3 Discussion.

**PUBLIC COMMENT** *(3-min limit)*

Public comment was received commending Scott Marshall as DDA Director.

**CONSIDERATION OF THE MINUTES OF THE JULY 24, 2023, REGULAR COUNCIL MEETING:**

It was moved by Councilmember Gustafson, seconded by Councilmember Cronan, to approve the minutes of the July 24, 2023, Regular Council meeting as presented. Motion carried unanimously.

**OLD BUSINESS**

No Old Business was discussed.

**NEW BUSINESS**

**A. POLICE DEPARTMENT UPDATE**

Police Chief James requested that this item be postponed to the August 21<sup>st</sup> Regular Council meeting.

**B. DDA DIRECTOR APPOINTMENT & CONTRACT**

DDA Director Marshall introduced Ryan Sigmon as the new DDA Director hired for the City of St. Ignace. The DDA Board approved the hiring on August 1<sup>st</sup> and the employment contract on August 7<sup>th</sup> for Mr. Sigmon. After some discussion, it was moved by Councilmember Gustafson, seconded by Councilmember Williford, to approve the hiring of Ryan Sigmon as DDA Director and the employment contract as presented.

**Roll Call Vote**

Yes: Councilmembers Fullerton, Gustafson, Mayor LaLonde, Mayor Pro-Tem St. Louis, Councilmembers Williford and Cronan.

No: None.

Motion carried unanimously.

**C. RESOLUTION 23-27 TREK THE YOOP 2023**

**A RESOLUTION TO APPROVE THE TREK THE MIGHTY YOOP 2023**

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

**WHEREAS:** The St. Ignace Visitors Bureau requests permission to sponsor and conduct the “Trek the Mighty Yoop 2023”; and

**WHEREAS:** This event requires the usage of the St. Ignace Little Bear East Arena and parking lots; and

**WHEREAS:** Chapter 22 of the City of St. Ignace Code, the “Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and

**WHEREAS:** It is understood that there may be fees for certain services if provided by the City; and

**WHEREAS:** The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

**BE IT RESOLVED:** The St. Ignace City Council does approve Special Events status for Trek the Mighty Yoop 2023 on September 22 & 23, 2023; now further

**BE IT RESOLVED:** The St. Ignace City Council does approve usage of the St. Ignace Little Bear East Arena and parking lots for this event on Friday, September 22, 2023.

**Roll Call Vote:**

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

No: None.

Absent: Councilmember Pelter

Resolution declared Adopted.

**D. RESOLUTION 23-28 RICHARD CRANE MEMORIAL TRUCK SHOW 2023**

**A RESOLUTION TO APPROVE THE RICHARD CRANE MEMORIAL TRUCK SHOW 2023**

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

**WHEREAS:** The St. Ignace Visitors Bureau requests permission to sponsor and conduct the “Richard Crane Memorial Truck Show 2023”; and

**WHEREAS:** This event requires the usage of the St. Ignace Little Bear East Community Center and parking lots, the St. Ignace Public Marina dock and parking lot, Ojibwa Trail and State Street; and

**WHEREAS:** Chapter 22 of the City of St. Ignace Code, the “Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and

**WHEREAS:** It is understood that there may be fees for certain services if provided by the City; and

**WHEREAS:** The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

**BE IT RESOLVED:** The St. Ignace City Council does approve Special Events status for the “Richard Crane Memorial Truck Show 2023” on Thursday, September 14 to Sunday, September 16, 2023; now further

**BE IT RESOLVED:** The St. Ignace City Council does approve street closures, subject to compliance with the City and MDOT rules and regulations, and the use of the following areas and dates:

Richard Crane Memorial Truck Show – September 14, 15, 16, 2023 at Little Bear East Community Center, St. Ignace Marina parking lot, Ojibwa Trail and State Street.

Event VIP reception on the St. Ignace Marina dock on Thursday, September 14, from 6:00 p.m. to 8:00 p.m.

Music provided on Friday, September 15, from 7:00 p.m. to 10:00 p.m. at Little Bear East Community Center.

The Truck Show will close:

- Little Bear East parking lots Wednesday, September 13 to Saturday, September 16;
- Ojibwa Trail from Marquette Street to Glashaw Street (not including the Museum parking area) from Friday, September 15 at 8:00 a.m. to Saturday, September 16 at dusk;
- State Street from Marquette Street to High Street from Friday, September 15 at 12:00 p.m. to Saturday, September 16 at dusk;
- Marina front half-parking lot from Friday, September 15 through Saturday, September 16.

**Roll Call Vote:**

Yes: Mayor LaLonde, Mayor Pro-Tem St. Louis, Councilmembers Williford, Cronan, Fullerton and Gustafson.

No: None.

Absent: Councilmember Pelter.

Resolution declared Adopted.

## **E. RESOLUTION 23-29 STRAIT U.P. JEEP CREEP 2023**

### **A RESOLUTION TO APPROVE THE 2023 STRAIT U.P. JEEP CREEP**

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

**WHEREAS:** The St. Ignace Visitors Bureau requests permission to conduct sponsor and conduct the Strait U.P. Jeep Creep 2023; and

**WHEREAS:** This event requires the use of the St. Ignace Little Bear East Arena overflow parking lot; and

**WHEREAS:** Chapter 22 of the City of St. Ignace Code, "The Peddler's Ordinance", requires certain criteria be met for the event to be held; and

**WHEREAS:** It is understood that there may be fees for certain services if provided by the City; and

**WHEREAS:** The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

**BE IT RESOLVED:** The St. Ignace City Council does approve Special Events status for Strait U.P. Jeep Creep on September 29 - 30, 2023; now further

**BE IT RESOLVED:** The St. Ignace City Council does approve use of the St. Ignace Little Bear East Arena overflow parking lot for this event on Saturday, September 30 with Jeep Trunk or Treat from 12:00 p.m. to 3:00 p.m. then staging for the Haunted Trail from 3:00 p.m. to 6:00 p.m.

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

Yes: Mayor Pro-Tem St. Louis, Councilmembers Williford, Cronan, Fullerton, Gustafson and Mayor LaLonde.

No: None.

Absent: Councilmember Pelter.

Resolution declared Adopted.

## **F. LBE FITNESS CENTER REPAIR**

Recreation Facility Manager Lamb informed Council that she received only one response in her search for bids to repair the damage to the Fitness Center portion of the building. The bid received was from 2X4 Construction for \$7,699.

It was moved by Councilmember Cronan, seconded by Councilmember Williford, to approve the bid from 2X4 Construction of \$7,699 to repair the damage to the Fitness Center portion of the building.

#### **Roll Call Vote**

Yes: Councilmembers Williford, Cronan, Fullerton, Gustafson, Mayor LaLonde and Mayor Pro-Tem St. Louis.

No: None.  
Motion carried unanimously.

## **G. CITY MANAGER TRAINING AUGUST**

DDA Director Marshall requested Council's approval to attend the Michigan Economic Developers Association (MEDA) Workshop in Marquette on August 15<sup>th</sup> & 16<sup>th</sup> in reference to his position as City Manager.  
It was moved by Councilmember Fullerton, seconded by Councilmember Cronan, to approve the training for Mr. Marshall as City Manager.

### **Roll Call Vote**

Yes: Councilmembers Cronan, Fullerton, Gustafson, Mayor LaLonde, Mayor Pro-Tem St. Louis and Councilmember Williford.  
No: None.  
Motion carried unanimously.

## **ADDITION TO THE AGENDA**

### **Mayor LaLonde – Dock #3 Discussion**

Councilmember Cronan provided a packet of information to Council that included the most recent leases for Dock #3. After some discussion, it was the consensus of Council to schedule a Dock #3 Committee meeting to discuss the use of the property near the boat launch parking lot.

## **CONSIDERATION OF BILLS**

City Clerk/Treasurer Insley informed Council that there were two invoices that were incorrectly stated on the list of bills sent out in Council packets, making the total to approve \$152,420.17. The corrected list was presented at the meeting. Councilmember Gustafson inquired about the invoice from Management & Behavior Consultants, PLLC for \$880, and the payment to Denise & David Freed for \$3,400. Mayor LaLonde noted the invoice from Blarney Castle for Marina fuel and requested that Marina Director Stearns prepare a department update for the next Council meeting.  
It was moved by Councilmember Cronan, seconded by Mayor Pro-Tem St. Louis, to approve paying the bills in the amount of \$152,420.17.

### **Roll Call Vote**

Yes: Councilmembers Fullerton, Gustafson, Mayor LaLonde, Mayor Pro-Tem St. Louis, Councilmembers Williford and Cronan.  
No: None.  
Motion carried unanimously.

## **PUBLIC COMMENT (3 min limit)**

Public comment was received commending Police Chief James.

## **MANAGEMENT REPORT**

City Clerk/Treasurer Insley informed Council that the City has been notified of the award from the Michigan Protect MI Pension Grant providing the award notice and signed agreement.

## **COMMITTEE REPORTS**

No committee reports were received.

**COUNCILMEMBER COMMENTS**

Councilmember comments were received.

There being no further business, the meeting adjourned at 8:10 p.m.

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**William LaLonde, Mayor**

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**Andrea Insley, City Clerk/Treasurer**



Anderson, Tackman & Company, PLC  
16978 S. Riley Avenue  
Kincheloe, Michigan 49788

*City of St. Ignace, Michigan*

**BASIC FINANCIAL STATEMENTS  
GRAPHIC PRESENTATION**

**For the Year Ended December 31, 2022**

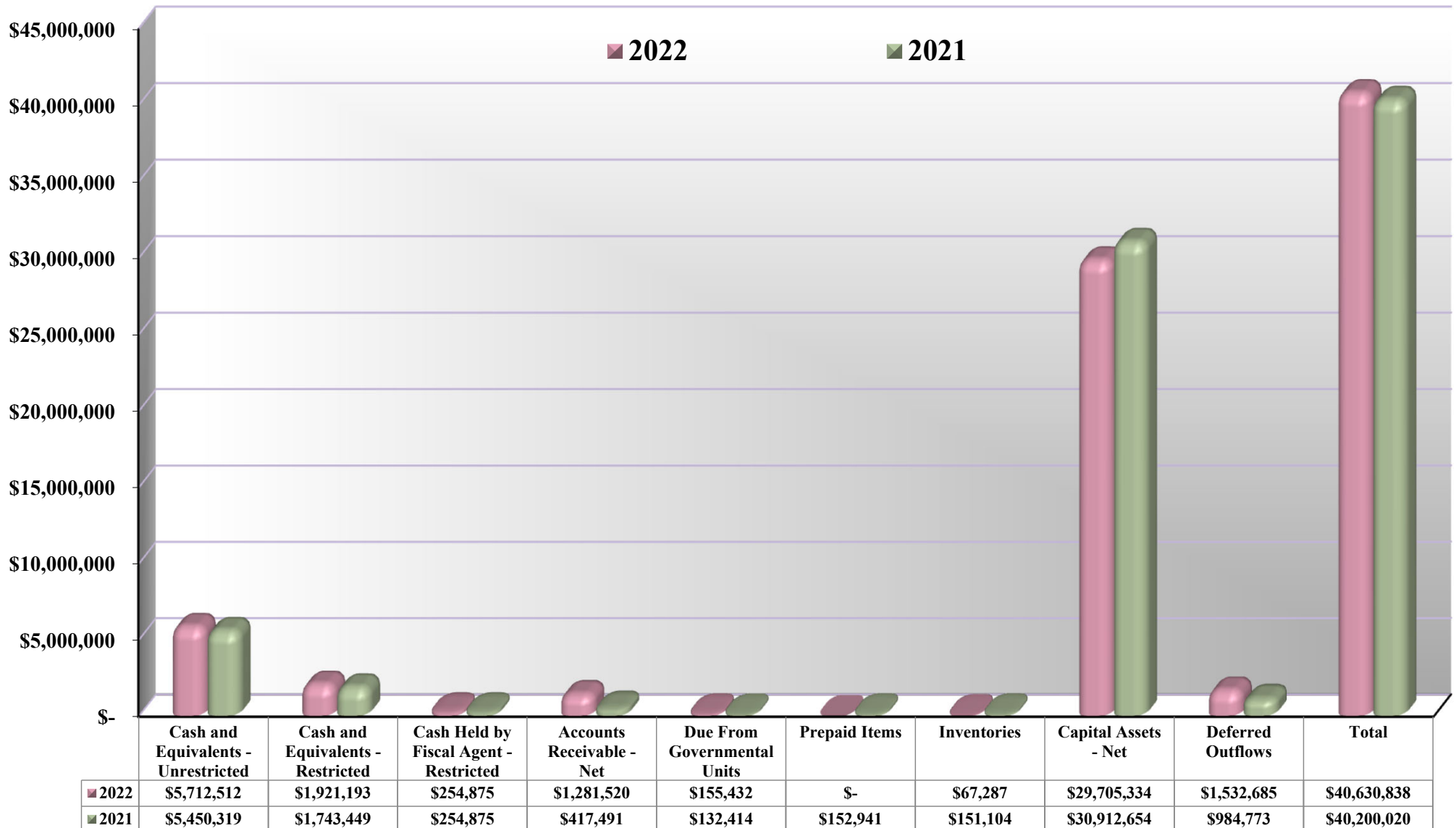


# City of St. Ignace, Michigan

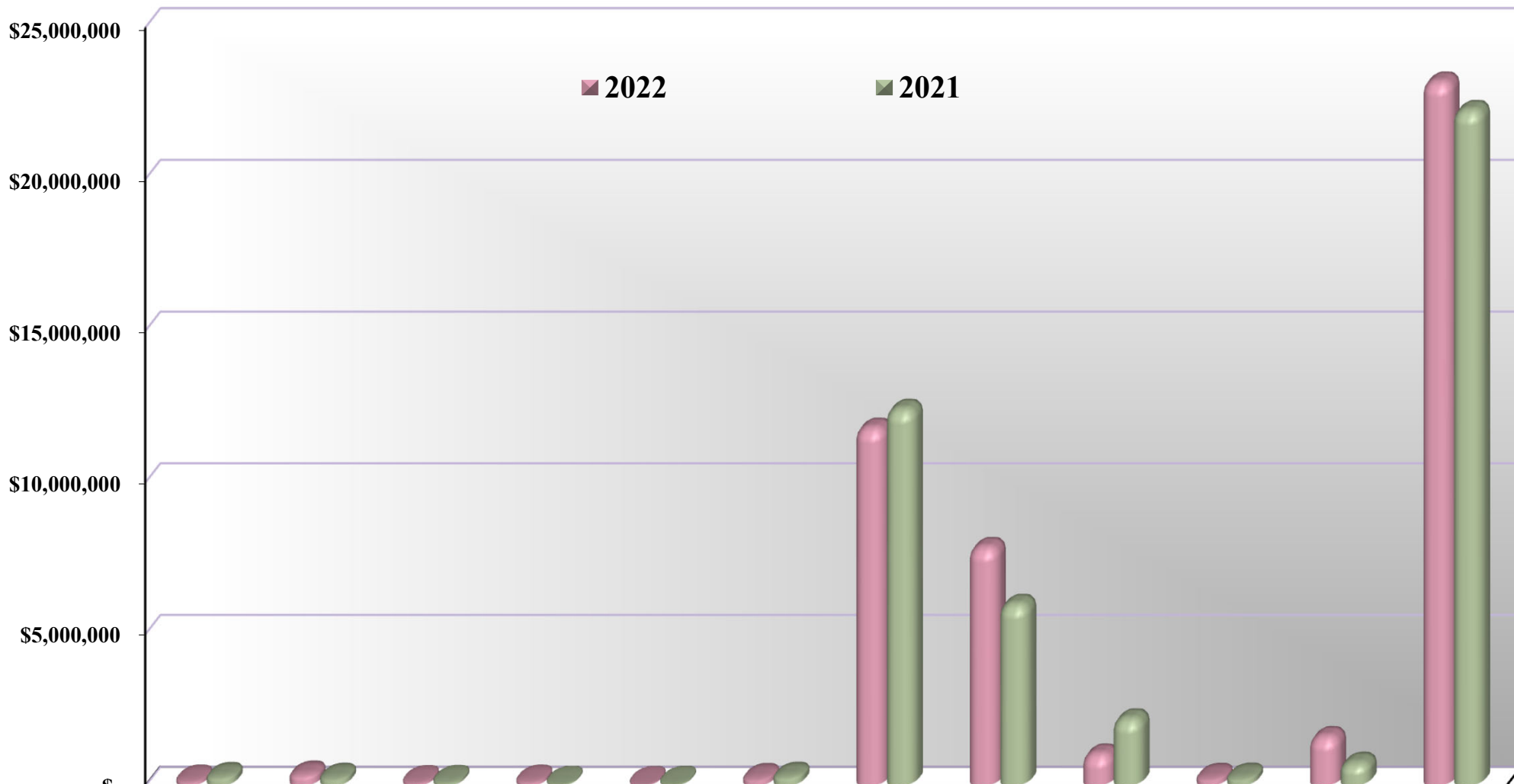
## Assets and Deferred Outflows

### Two Year Analysis

December 31, 2022



*City of St. Ignace, Michigan*  
**Liabilities and Deferred Inflows**  
**Two Year Analysis**  
**December 31, 2022**



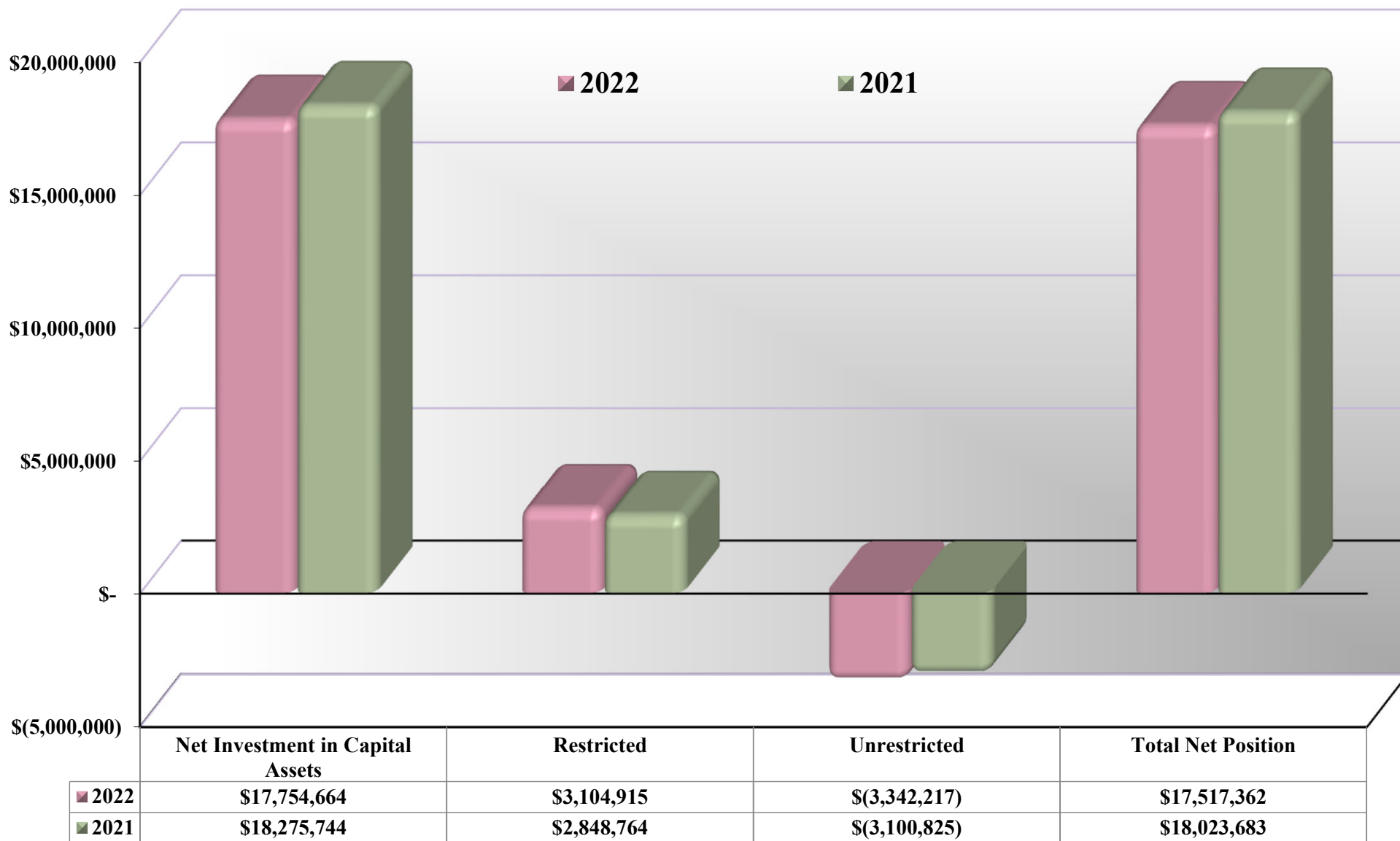
	Accounts Payable	Accrued Liabilities	Accrued Interest Payable	Unearned Revenue	Lease Payable	Installment Loans	Bonds Payable	Net Pension Liability	OPEB Obligation	Vested Employee Benefits	Deferred Inflows	Total
■ 2022	\$133,339	\$321,308	\$103,463	\$127,043	\$43,558	\$203,940	\$11,703,172	\$7,769,594	\$961,520	\$210,887	\$1,535,652	\$23,113,476
■ 2021	\$251,982	\$214,666	\$112,695	\$59,007	\$53,217	\$260,167	\$12,323,526	\$5,896,278	\$2,119,667	\$218,902	\$666,230	\$22,176,337

# City of St. Ignace, Michigan

## Net Position

### Two Year Analysis

December 31, 2022

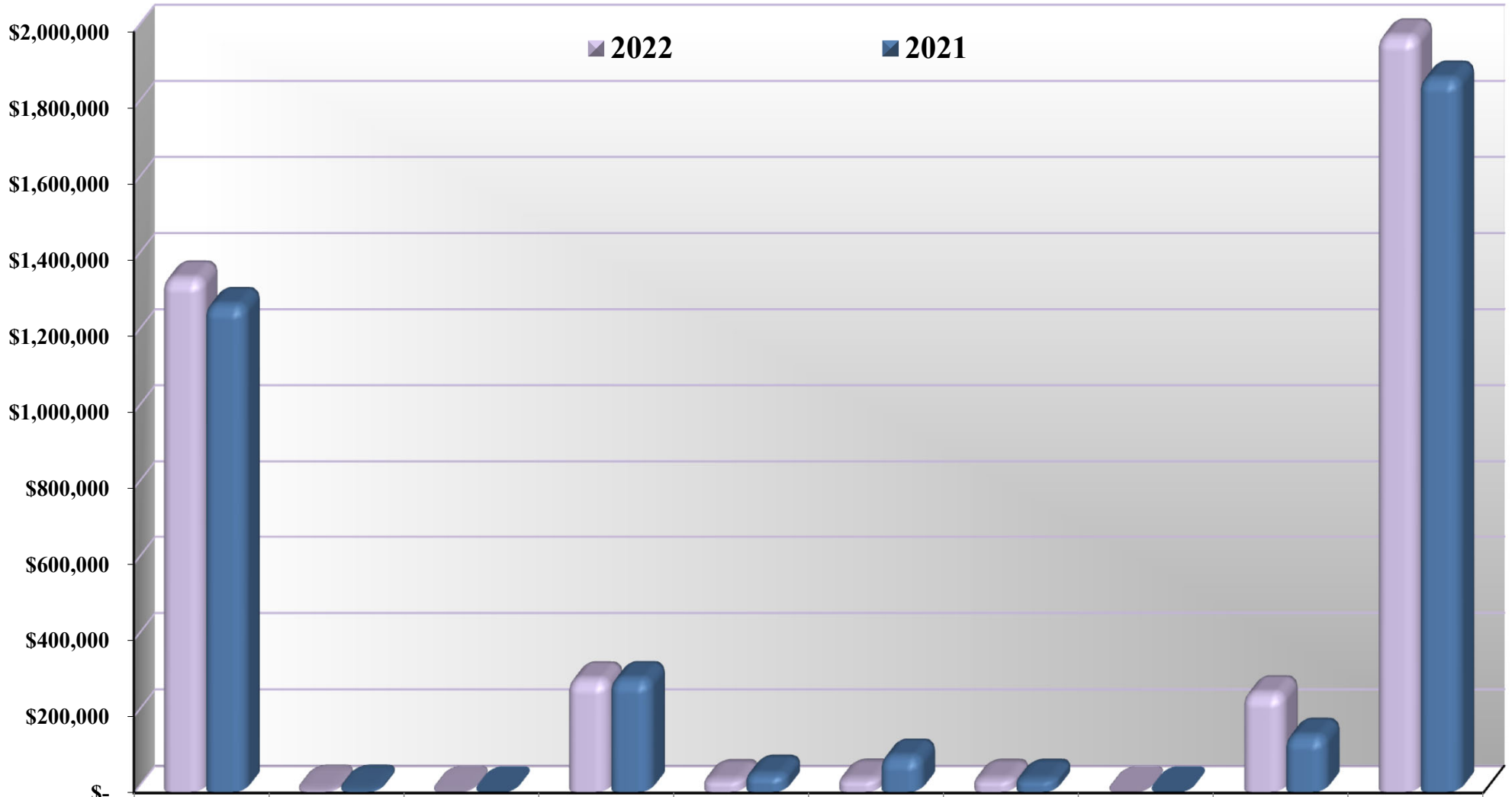


# City of St. Ignace, Michigan

## Revenues – General Fund

### Two Year Analysis

December 31, 2022



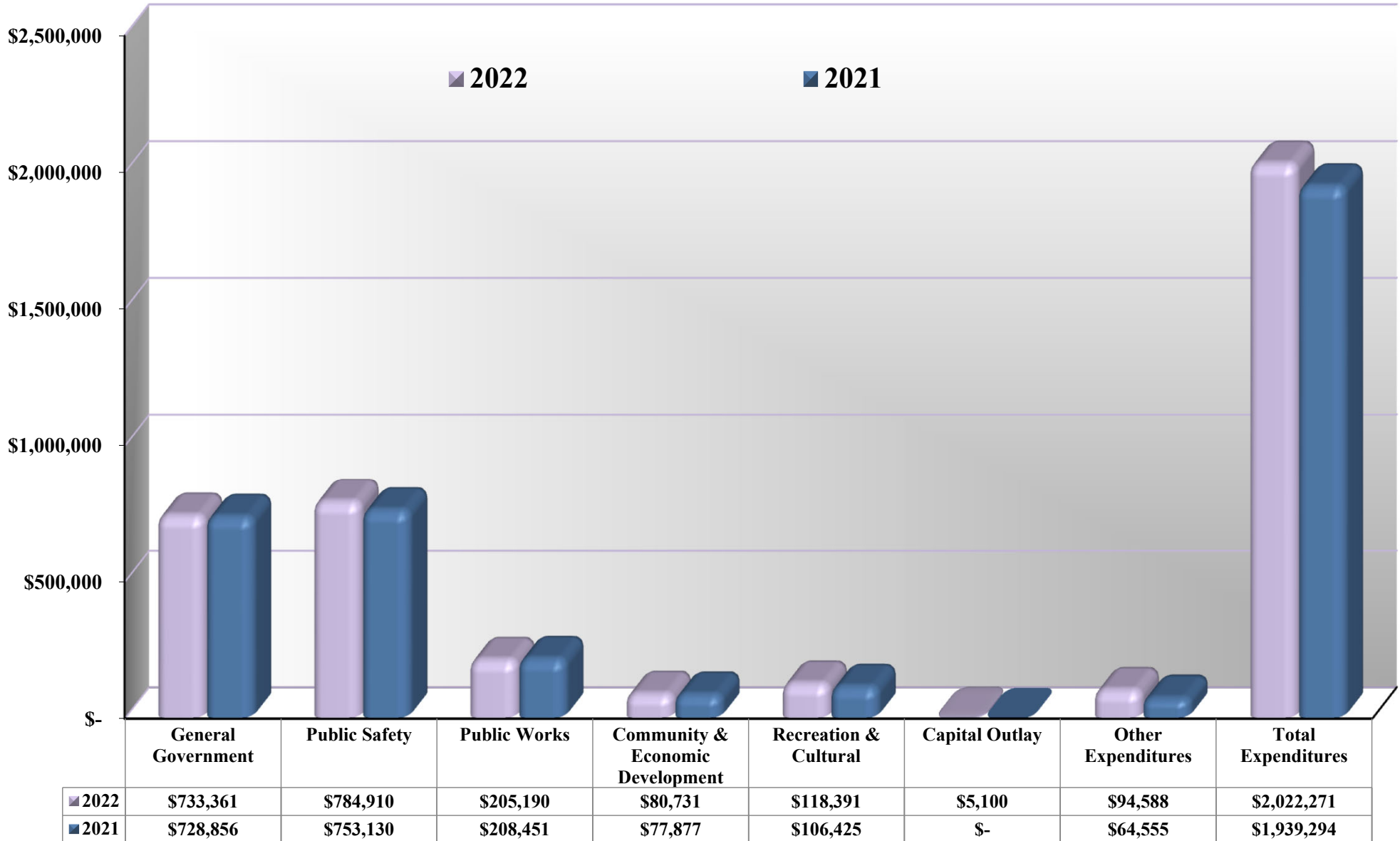
	Taxes & Penalties	Licenses & Permits	Federal Sources	State Sources	Local Sources	Charges for Services	Interest & Rentals	Fines & Forfeitures	Other Revenue	Total Revenues
■ 2022	\$1,343,832	\$6,603	\$1,500	\$289,066	\$28,111	\$29,404	\$28,962	\$131	\$252,711	\$1,980,320
■ 2021	\$1,274,192	\$6,287	\$-	\$289,869	\$41,605	\$86,970	\$29,018	\$-	\$141,393	\$1,869,334

# City of St. Ignace, Michigan

## Expenditures – General Fund

### Two Year Analysis

December 31, 2022

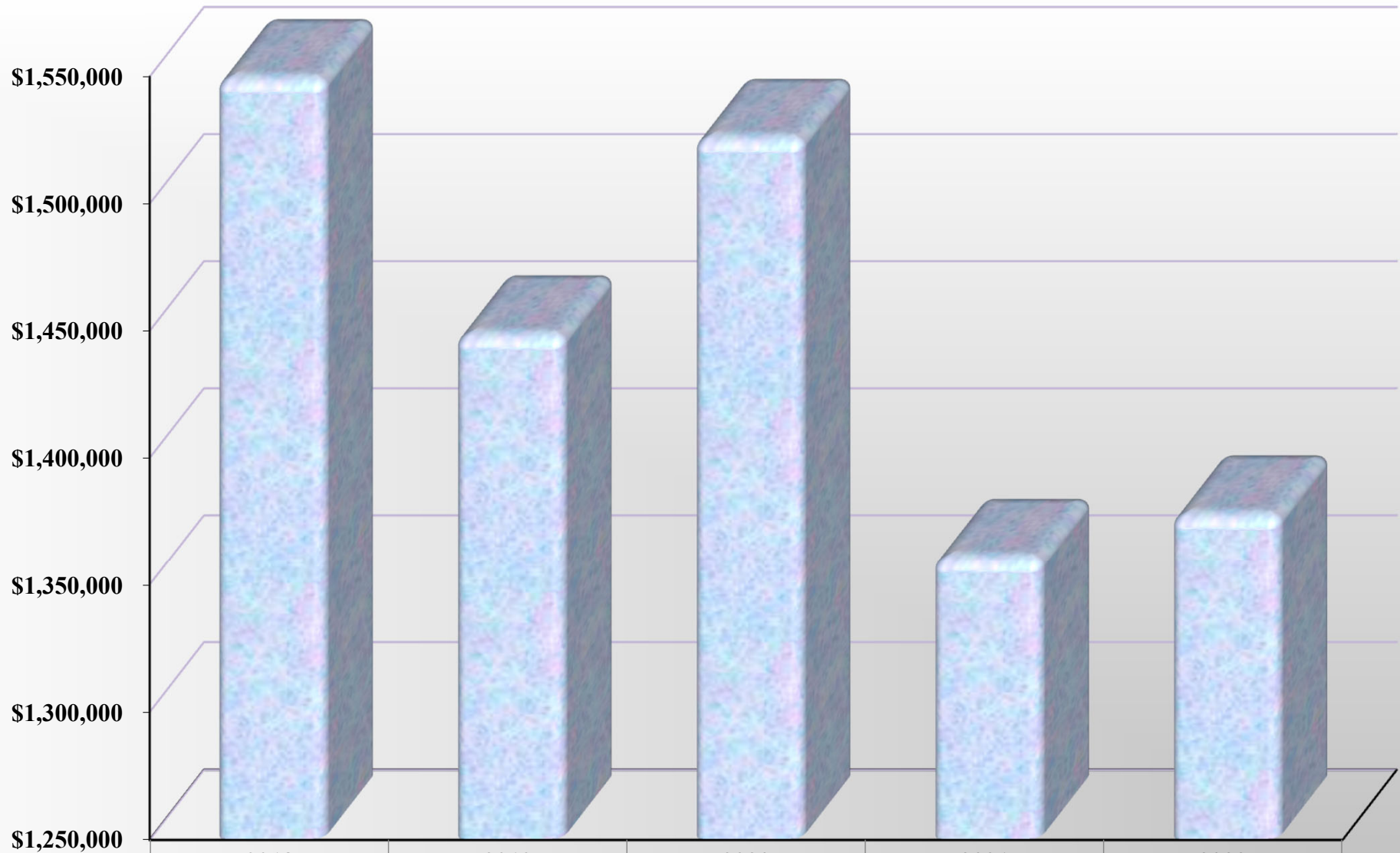


# *City of St. Ignace, Michigan*

## **General Fund balance**

### **Five Year Analysis**

**December 31, 2022**



■ General Fund Balance

**2018**  
**\$1,547,969**

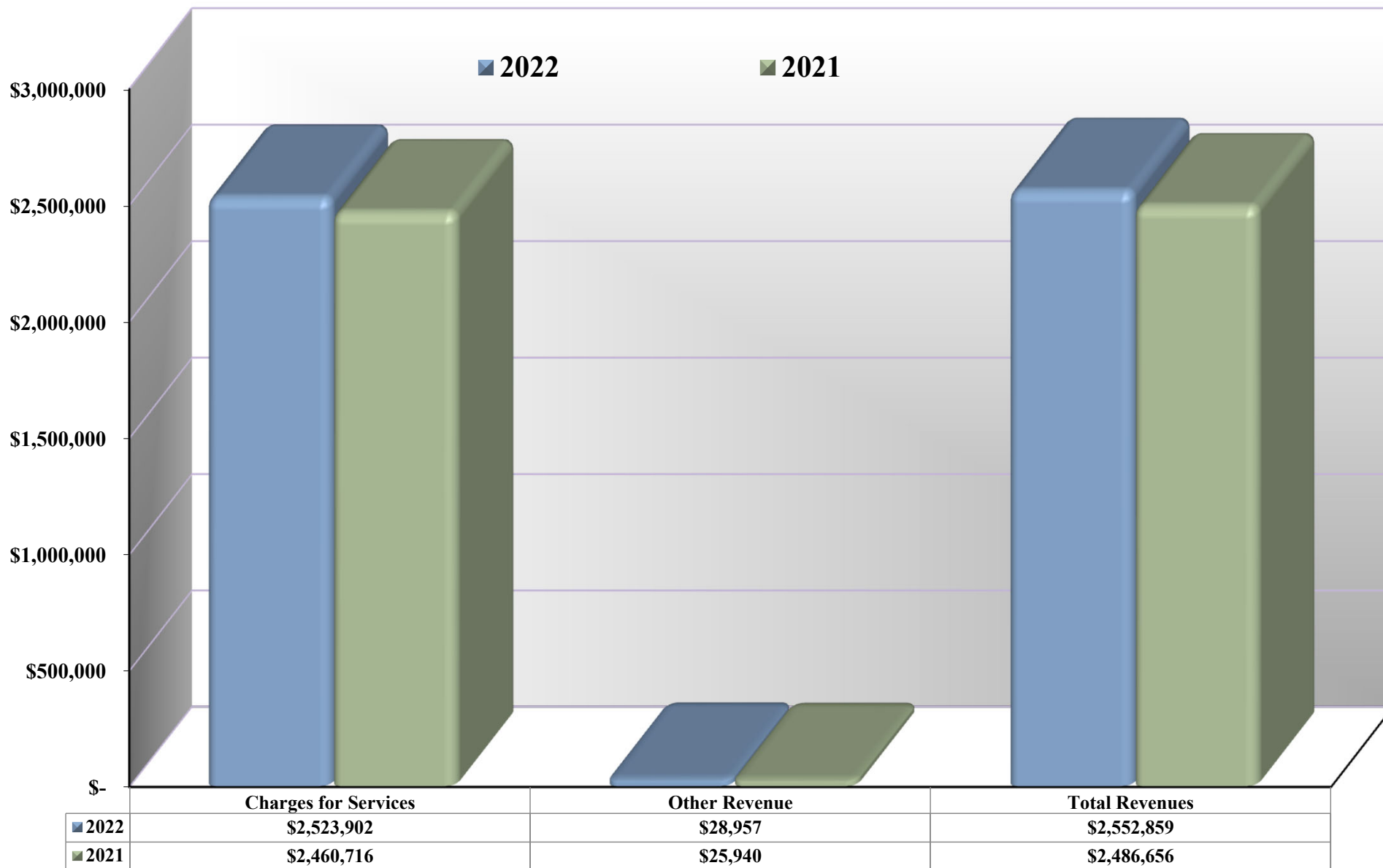
**2019**  
**\$1,447,159**

**2020**  
**\$1,524,497**

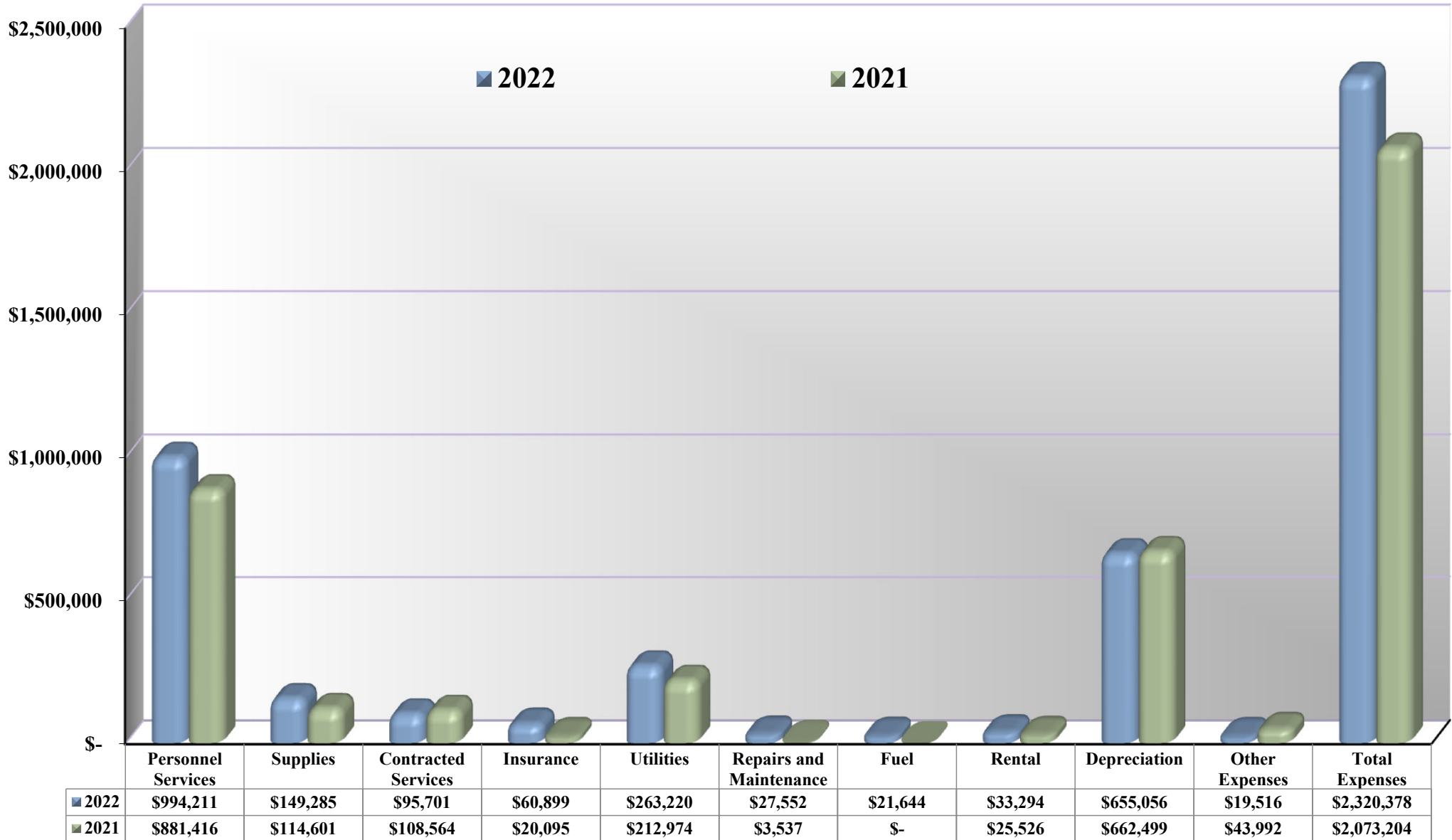
**2021**  
**\$1,359,200**

**2022**  
**\$1,376,296**

*City of St. Ignace, Michigan*  
**Operating Revenues – Water and Sewer**  
**Two Year Analysis**  
**December 31, 2022**



*City of St. Ignace, Michigan*  
**Operating Expenses – Water and Sewer**  
**Two Year Analysis**  
**December 31, 2022**





## 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.

<b>Event</b>		
Event Name: Fall Fest and Pumpkin Roll		
Describe the Event: The Fall Fest is a family event to celebrate the start of fall and Halloween. The event will have Barrel Train Rides, Hayrides, Kids Crafts, Pizza sale, mask decorating, games, Professional photos, treats, pumpkin and gourd sale, contests and prizes, warming area, petting zoo, craft vendors, guess the weight pumpkin Inflatable, dunk tank.		
<b>Sponsoring Organization Information</b>		
Legal Business Name: St. Ignace Chamber of Commerce		
Address: 560 N State Street	City: St. Ignace	State/Zip: 49781
Mailing Address: Same	City:	State/Zip:
Telephone: 906-643-8717	Email: director@saintignace.org	
Contact Name: Nikki	Title: Director	
Telephone 906-643-8717	Email: director@saintignace.org	
<b>Contact Person on Day of Event</b>		
Name: Amanda Garlock	Title: Ambassador/ Event Coordinator	
Address: 560 N State St	City St. Ignace	State/Zip: MI 49781
Telephone: 906-298-0234	Cell: 906-298-0234	Email: apreseau@hotmail.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		
<b>Event Information</b>		
Event Location(s):		
Fall Fest Little Bear East Arena 275 Marquette St St. Ignace, MI 49781	Pumpkin Roll Goudreau Hill Next to City Hall St. Ingace, MI 49781	
Event Date(s): September, 30, 2023		
Event Hours: 12pm-5pm Fall Fest 12:00-3:00pm    Pumpkin Roll 4:00pm-5:00pm Fall Fest 9/29/23; 9/30/23 all day    Pumpkin Roll 3:00pm 09/30/23 removal 10/2/23		
Kyle Brow, Amanda Garlock, Nikki St. Andrew and more volunteers will clean up during and after the event.		

Event Information (continued)

Estimated DAILY attendance: It varies. Fall Fest 400+ throughout the day. Pumpkin Roll 200+

Describe crowd control plans for this event:

Fall Fest Event will be in non-traffic parking lot with ample off the main road. Pumpkin Roll

Pumpkin Roll : Godreau hill will be closed at the alleyway down to State St. to minimize and pedestrian risk.

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

None. City Hall and Little Bear are not open for normal business on Saturdays and there are no residential properties that will be impacted as well.

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

Describe sidewalk use:

Will street closures be necessary? (X) 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:

Godreau Hill from the alley behind City Hall to the bottom where it connects with State Street.

Please note: State St. does not need to be closed.

\* Streets closed: Date/Time: 09/30/23 3:30 pm to 5:00pm

\* Streets re-open: Date/Time:

9/30/23 at 5:00pm



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*

- |                                                              |           |                                 |
|--------------------------------------------------------------|-----------|---------------------------------|
| <input type="checkbox"/> Trash Receptacles                   | Quantity: |                                 |
| <input checked="" type="checkbox"/> Barricades               | Quantity: | 5 barricades /cement stanchions |
| <input type="checkbox"/> Traffic Cones                       | Quantity: |                                 |
| <input type="checkbox"/> Other (describe): road closed signs |           |                                 |

*\*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 type="checkbox"/> Booths           | <input checked="" type="checkbox"/> Tables                                                       |
| <input checked="" type="checkbox"/> Tents | <input type="checkbox"/> Rides                                                                   |
| <input type="checkbox"/> Awnings          | <input checked="" type="checkbox"/> Portable Toilets <i>(may be required depending on event)</i> |
| <input type="checkbox"/> Canopies         | <input 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:**

Small petting Zoo with goats, rabbits, pig and mini horse, Hay ride and barrel rides. No inflatables.

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:** Yes, no food will be prepared but pizzas donated by a local business and served from a warmer along with canned soda and bottled water.

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*

Generators  Use of Light Pole Outlets  Temporary Distribution Panel

Generators will be provided by private party

Do you plan to have special event signs?  YES  NO

Signs must conform to City's ordinances

Describe signs, proposed locations, etc. Small yard

signs a few days before the event

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.)
- ( ) Detailed Plan showing road closures, sidewalk use, etc.
- ( ) Certificate of Insurance and Indemnification (due to City Manager's Office within 1 week following notice of event approval)
- ( ) Insurance Policy endorsement (due to City Manager'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 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 <b>Signature</b>	Date
Co-Applicant Signature <i>Nikki St. Andrew</i>	Date 8/7/23
<p><b>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.</b></p>	Receipt Date

**CITY OF ST. IGNACE  
RESOLUTION 23-30**

**A RESOLUTION TO APPROVE FALL FEST & PUMPKIN ROLL 2023**

The following Resolution was offered for adoption by \_\_\_\_\_, supported by \_\_\_\_\_:

- WHEREAS:** the St. Ignace Chamber of Commerce requests permission to conduct the 2023 Fall Fest & Pumpkin Roll; and
- WHEREAS:** this event requires the use of a portion of Goudreau Street and the Little Bear East Community Center parking lots; and
- WHEREAS:** Chapter 22 of the City of St. Ignace Code of Ordinances, “The Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and
- WHEREAS:** it is understood that there may be fees for certain services if provided by the City; and
- WHEREAS:** the St. Ignace City Council has determined that the St. Ignace Chamber of Commerce does meet the criteria established in the various sections of Chapter 22; now therefore
- BE IT RESOLVED:** the St. Ignace City Council does approve Special Events status for Fall Fest & Pumpkin Roll 2023 on September 30, 2023; now further
- BE IT RESOLVED:** the St. Ignace City Council does approve the use of Goudreau Street and the Little Bear East Community Center parking lots for this event on Saturday, September 30<sup>th</sup> from 12:00 p.m. to 5:00 p.m.

**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, August 21, 2023, at 7:00 p.m.

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Andrea Insley, City Clerk/Treasurer



# LITTLE BEAR EAST COMMUNITY CENTER

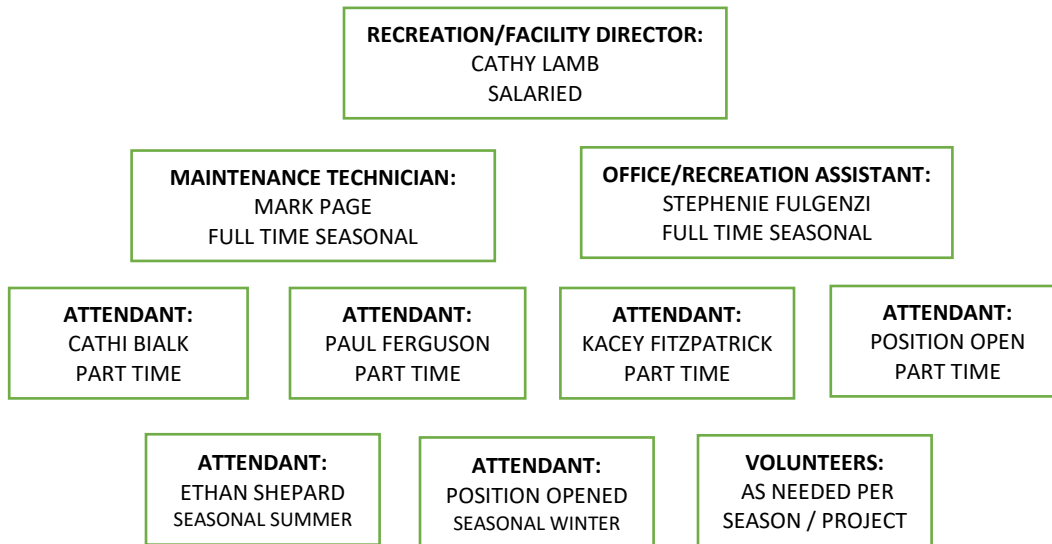
## ST. IGNACE RECREATION DEPARTMENT

275 MARQUETTE STREET – ST IGNACE, MI – 49781 / PH: 906-643-8676

www.littlebeararena.com / recdirector@cityofstignace.com / recreation@cityofstignace.com

## CITY COUNCIL PRESENTATION MEETING DATE 8/21/23

### STAFF:



### REVENUE / BUDGET:

I am currently working with Scott Marshall regarding the Revenue Streams and Budgeting. It is a work in progress and together we will develop a cohesive plan that will provide a growth pattern for the facility to be beneficial and fiscally responsible, generating a positive revenue in the very near future.

I am developing a better understanding regarding Grant Writing and have several at hand to apply for.

Line Items on the Revenue and Expenditure Reports show that we are still awaiting funds from the Visitor's Bureau (\$40,000), St. Ignace Hockey Association (+/- \$10,000), Hockey Tournament (+/- \$10,000).

We are missing out on valuable dollars in regards to Advertising Rentals. I am organizing an agenda to contact current businesses and organizations with existing ad boards and sponsorships that have not been paid for in quite some time. I will develop a pro-rated fee schedule to bring this last calendar quarter of 2023 current and establish a new price outline for the year 2024. I anticipate great growth in this area of revenue.

I believe with the new Door System for the Fitness Center we will generate more membership revenue. The system is programmed to alert the gym member and the staff when the membership is up for renewal and payment is required. It will also require non-members to see an LBE staff member to enter the building and pay for their day pass. These efforts will generate Fitness Center Membership Fees.

I am also working with Scott Marshall on how to outline the future Capital Budget needs and will update Council appropriately when that budget is ready for review.



## ONGOING PROJECTS:

- Adult Co-Ed Drop-In Softball
- Flag Football Season / Followed by Travel Flag Football
- Starting a Sideline Cheerleading Team that will coincide with Flag Football
- Preparing for Hockey Tournaments / SIHA Season
- Fab Fridays - Set up a Regular Schedule (working with Mackinac County Roundtable for Sponsorship)
- Indoor Pickleball in September
- Continued Organization and Clean-up of Facility and Grounds
- Developing More Recreation Programs that are not "Sports Related" – Craft nights, Family Fun Game Night, Movie Night, Tutoring Sessions with Laselle High School NHS Members, Community Youth Volunteer Group

## UPCOMING PROJECTS:

- Repair of Fitness Center Accident
- Getting the Ice down – Last week of September
- Training for Olympia Driving / Ice Resurfacing
- Training for Skate Sharpening
- 2023 Truck Show
- 2023 Trek the Mighty Yoop
- 2023 Survivor Auto Rally
- Chamber of Commerce Fall Fest – Hosting Venue and Vendor Booth
- Mackinac County Wellness Coalition Senior Expo – Hosting Venue and Vendor Booth
- Convention Center Rentals to include Business Seminars, Training Classes, and Weddings, etc.
- Having a Basic Life Support and AED Certification Class for LBE Staff with Mark Wilk - (extend to other City Dept. Staff)
- Hosting Hockey Tournaments – 6 Planned Tournaments Currently with the hopes of Hosting a Girls Hockey Weekend
- Put together a Holiday Craft Show and Demonstrator Event for end of November / Early December 2023
- Preparing for Home Show 2024
- Preparing for Little League Season 2024

## BUILDING/EQUIPMENT MAINTENANCE CONCERNS:

- Fitness Center Accident Repair (Materials Ordered)
- Pump Replacement (Parts Ordered)
- Ceiling in Concession Stand needs to be replaced (would like to do a Drop Ceiling)
- Ceiling Tiles in Lobby and Convention Center are beginning to bow and show wear and tear - all in need of replacement
- Recreation Truck is not reliable (working with Bill Fraser to get a different truck from DPW once they get a new truck)
- Creating a Preventative Maintenance Log for major equipment and building projects

## SUMMARY:

Overall, I feel that I have created a positive work environment for the Recreation Department Staff at Little Bear. The recreational programs are beginning on time and running as smoothly as can be expected. Little Bear Community Center offers a clean, safe and friendly place for our community to gather, while offering our residents a variety of options to find a way to be active and social. The Fitness Center is clean and inviting. The Office is organized and running efficiently. The Arena is primed and ready for the winter hockey season. The indoor Concession Stand is ready to serve excited fans. The outdoor fields and lawn are being utilized to host Recreational Sports on site. The Parking lot is clean and free from debris. I am proud of the many accomplishments we have had in the 3 short months I have been in my role. I will continue to enrich and grow the recreation programs we currently have in place. I am excited to develop new programs and recurring community events that will bring more commerce to our area while playing host to large venues in collaboration with the City of St. Ignace, The Chamber of Commerce, and the Visitor's Bureau. The future is bright for the St. Ignace Recreation Department and I look forward to the challenges put before us to make Little Bear the GEM of St. Ignace and put us back on the map as the Upper Peninsula's Tournament Town again.

*Cathy Lamb*



**Little Bear East Community Center &  
St. Ignace Recreation Department**  
275 Marquette Street  
St. Ignace MI 49781

**Website:** <https://www.littlebeararena.com>

**E-mail:** [recdirector@cityofstignace.com](mailto:recdirector@cityofstignace.com)

**Office phone:** 906-643-6081



## City of St. Ignace, MI

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

### Staff Report

**Agenda Date:** 8/21/23

**Presenter:** Bill Fraser

**Department:** DPW

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:** NEW METAL ROOF ON COLD STORAGE POLE BARN

**BACKGROUND:**

THE COLD STORAGE POLE BARN ROOF SHINGLES NEED TO BE REPLACED. WE ARE GOING REPLACE THEM WITH METAL ROOFING. DPW CREW IS DOING THE WORK SO THAT SHOULD SAVE US A CONSIDERABLE AMOUNT ON LABOR COSTS.

**FISCAL EFFECT:**

THIS WAS NOT BUDGETED FOR THIS YEAR BECAUSE I DROPPED THE BALL AND FORGOT ABOUT. WE HAVE FUNDS AVAILABLE IN THE FUND BALANCE OF GARAGE MAINTENANCE.

**SUPPORTING DOCUMENTATION:**

I HAVE QUOTES FROM STRAITS BUILDING CENTER, HOME DEPOT AND LOWES.

**RECOMMENDATION:**

I RECOMMEND TO REPLACE SHINGLES BEFORE WINTER SO IT DOES'NT CAUSE MORE DAMAGE TO THE ROOF.

DATE 08/11/23 QUOTE # 01

12:06:30

STII  
 SOLD TO: City of St Ignace  
 396 North State Str  
 St Ignace MI 49781

ORDER DATE	CUSTOMER P.O.#	DESCRIPTION	QTY	UNIT PRICE	AMOUNT	TERMS
08/11/23	09 STRAITS BLDG CENTER	METAL SALES 29GA CF 40 COLOR	55.00	76.78	4222.90	
		22' CLASSIC RIB METAL	17.00	17.13	291.21	
		4" EAVE TRIM	5.00	24.68	123.40	
		RES. GABLE TRIM	5.00	22.93	114.65	
		SIDEMALL TRIM	9.00	29.53	265.77	
		14" RIDGE CAP	17.00	26.29	446.93	
		VERSA VENT	55.00	1.10	60.50	
		1/8 CLOSURE	12.00	19.66	235.92	
		1.5" NEOSCREW 25OCT	1.00	29.00	29.00	
		2.5" NEOSCREW 25OCT	110.00	7.90	869.00	
		2X4X16 SPF				
		SALES TAX				
		TOTAL				

CONTINUED

QUOTED BY ESTIMATE ONLY - not guaranteed to complete any specific job or contract. We agree to furnish only the items and grades specified above. Clerical errors subject to correction, and prices are subject to change without notice.

**TAYLOR LUMBER**  
 360 Meridian  
 Cedarville, MI 49719  
 906-484-2204  
 FAX 484-3881

**PICKFORD BUILDING CENTER**  
 221 N. M-129  
 Pickford, MI 49774  
 906-647-3101  
 FAX 647-6612

**STRAITS BUILDING CENTER**  
 452 N. State Street  
 St. Ignace, MI 49781  
 906-643-7141  
 FAX 643-9878

DATE 08/11/23 QUOTE # 01

12:06:30

ST11  
 City of St Ignace  
 396 North State Str  
 St Ignace MI

49781

09 STRAITS BLDG CENTER

ORDER DATE	CUSTOMER P.O. #	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT	TERMS
08/11/23		3" EXT SCREWS 251b	1.00	120.00	120.00	
					EA	
					6779.28	TOTAL

THIS QUOTATION MUST BE ACCEPTED ON OR BEFORE 08/21/23

ESTIMATE ONLY - not guaranteed to complete any specific job or contract. We agree to furnish only the items and grades specified above. Clerical errors subject to correction, and prices are subject to change without notice.

**TAYLOR LUMBER**  
 360 Meridian  
 Cedarville, MI 49719  
 906-484-2204  
 FAX 484-3881

**PICKFORD BUILDING CENTER**  
 221 N. M-129  
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 FAX 647-6612

**STRAITS BUILDING CENTER**  
 452 N. State Street  
 St Ignace, MI 49781  
 906-643-7141  
 FAX 643-9878

Home / Building Materials / Roofing / Roof Panels / Metal Roofing



UP TO 50% OFF

Select Patio, Outdoor Power, Ceiling Fans & More

Shop Now



# METAL ROOFING



Approximate Length (ft.):  
10



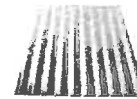
Approximate Length (ft.):  
12



Approximate Length (ft.):  
8



Roof Panel Type: 3' Wide Rib..



Corrugated Panel



White

Live Chat

Feedback

27 Results

Sort by: Top Sellers



You're shopping  
**Bear Creek**  
● OPEN until 9 pm

Delivering to  
**49770**

metal roofing



Cart | 0 items

Free Pick Up Today

Bear Creek & nearby stores

Next-Day Delivery

Availability



Show Unavailable Products

Department



*1 - 12' \$100<sup>25</sup> Home Depot  
1 12' \$52.98 Lowes  
Need 22'*





## City of St. Ignace, MI

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

### Staff Report

**Agenda Date:** 8/21/23

**Presenter:** Bill Fraser

**Department:** WATER PLANT

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:** REBUILD/PREVENTIVE MAINTENANCE ON CHLORINE EQUIPMENT

**BACKGROUND:**

WE HAVE A GREAT WORKING RELATIONSHIP WITH THIS COMPANY THEY HAVE DONE THIS SERVICE FOR US IN THE PAST. WE TRIED TO GET OTHER QUOTES BUT THERE IS NOT ANOTHER COMPANY IN THE AREA THAT DOES THIS KIND OF WORK.

**FISCAL EFFECT:**

THIS PROJECT WILL BE PAID OUT OF THE RR&I

**SUPPORTING DOCUMENTATION:**

PRICE LIST ATTACHED

**RECOMMENDATION:**

I RECOMMEND THAT WE DO THIS PREVENTIVE MAINTENANCE BECAUSE THIS IS THE MOST IMPORTANT PART OF MAKING SAFE DRINKING WATER.

# QUOTATION

Quote #: **CO- 18872**

## RS Technical Services, Inc.

695 Lincoln Lake Ave.  
 Lowell, Michigan 49331  
 (616)-897-7041 Fax (616)-897-3015

Date: 8/7/2023  
 Job No:

To: **ST IGNACE WTP**  
 999 CHURCH ST  
 ST IGNACE MI 49781  
 Attn RUSS WINBERG  
 Phone: 906 643 9670

Ship To: ST IGNACE WTP

Fax: (906) 643-939

Attn: RUSS

Shipping Options:  No Partial  Partial **FOB SHIPPING POINT**

Item#	Qty	Part Number	SAP	Description	Unit Price	Amount
1	3	AJA4393	W3T99880	Preventive Maintenance Kit, V10K, V-2000 500 PPD	135.59	406.77
2	3	APQ4389	W3T98108	KIT,PM 3/4" STD. INJECTOR	142.64	427.92
3	2	AAA1160	W3T99090	GRP P.M.KIT,200/500 PPD VAC RE	224.57	449.14
4	2	AAC5369	W3T108272	NIPPLE ASSEMBLY, 200 PPD	202.57	405.14
5	2	AAA4487	W3T108083	DIAPHRAGM BACKING, REPLACEMENT	99.34	198.68
6	3	P41212	W2T16924	ROTAMETER, TOP-STOP CHLOR, HYPAL	9.90	29.70
7	3	P37657	W2T16445	PLATER, ORIFICE,, TEF	8.91	26.73
8	30	RP684818	W2T11807	TUBING, .375OD*.25ID, POLYE	1.32	39.60
9	8	60422		MALE CONNECTOR, PP 3/8 OD x 1/4" MNPT	4.25	34.00
10	1	60369		TUBING TEE, 3/8" OD, P.P.	8.03	8.03

TERMS - NET 30 DAYS F.O.B. - SHIPPING POINT

Subtotal: \$4,837.45  
 Estimated Shipping Charges: \$0.00  
 Salestax: \$0.00  
**Total: \$4,837.45**

**Net 30 Day Customers: Please email / fax us your purchase order or indicate your PO #, SIGN and email sales@rstechinc.com or fax back to us so we can proceed with your order.**

YOUR PURCHASE ORDER NO.: \_\_\_\_\_

**Visa/MC Customers: Please complete the form below, SIGN, and fax back to us so we can proceed with your order.**

Name on Card: _____	3-Digit Security Code: <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input type="checkbox"/> Visa
Card Number: _____	Exp. Date: _____	<input type="checkbox"/> Master Card

**PLEASE REFERENCE THIS CO NUMBER WHEN PLACING ORDER - MINIMUM ORDER \$25.00 - EXCLUDING SHIPPING**  
 This quotation is valid for 30 days and subject to the attached terms and conditions. Thereafter it is subject to change without notice. Quoted pricing and discounts are predicated on receiving a single order for the quantities as listed. Order deviations may result in price or discount changes. All freight is not prepaid and added to invoices. "Destination" customers: add freight charge to any parts price before issuing your purchase order. All returns subject to 25% restocking fee. Credit Card Order minimum is \$100.00. Thank you for this opportunity to quote.

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Quoted By: PHIL LARSON





# QUOTATION

Quote #: **CO- 18882**

## RS Technical Services, Inc.

695 Lincoln Lake Ave.  
Lowell, Michigan 49331  
(616)-897-7041 Fax (616)-897-3015

Date: 8/10/2023  
Job No:

To: **ST IGNACE WTP**  
999 CHURCH ST

Ship To: ST IGNACE WTP

ST IGNACE MI 49781

Attn Russ Winberg

Attn: RUSS

Phone: 906 643 9670

Fax: (906) 643-939

Shipping Options:  No Partial  Partial  FOB SHIPPING POINT

Item#	Qty	Part Number	SAP	Description	Unit Price	Amount
1	1	GA-180-1-0-0-0-1-2		HYDRO INSTRUMENTS GA-180 GAS ALARM: one chlorine gas sensor for 0-10 PPM chlorine gas, 2-line digital display showing Cl2 gas concentration, standard 25' sensor cable), battery backup	2050.00	2050.00

TERMS - NET 30 DAYS F.O.B. - SHIPPING POINT

Subtotal:	\$2,050.00
Estimated Shipping Charge:	\$50.00
Salestax:	\$0.00
<b>Total:</b>	<b>\$2,100.00</b>

**Net 30 Day Customers: Please email / fax us your purchase order or indicate your PO #, SIGN and email sales@rstechncalservices.com or fax back to us so we can proceed with your order.**

YOUR PURCHASE ORDER NO.: \_\_\_\_\_

**Visa/MC Customers: Please complete the form below, SIGN, and fax back to us so we can proceed with your order.**

Name on Card: _____	3-Digit Security Code: <input type="text"/> <input type="text"/> <input type="text"/>	<input type="checkbox"/> Visa
Card Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Exp. Date: _____	<input type="checkbox"/> Master Card

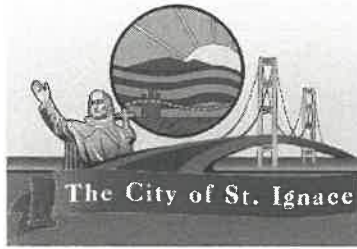
PLEASE REFERENCE THIS CO NUMBER WHEN PLACING ORDER - MINIMUM ORDER \$25.00 - EXCLUDING SHIPPING  
This quotation is valid for 30 days and subject to the attached terms and conditions. Thereafter it is subject to change without notice. Quoted pricing and discounts are predicated on receiving a single order for the quantities as listed. Order deviations may result in price or discount changes. All freight is prepaid and added to invoices. "Destination" customers: add freight charge to any parts price before issuing your purchase order. All returns subject to 25% restocking fee. Credit Card Order minimum is \$100.00. Thank you for this opportunity to quote.

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Quoted By: **PHIL LARSON**



## City of St. Ignace, MI

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

### Staff Report

*Scott Manhouse*

**Agenda Date:** 8/21/2023

**Presenter:** Andrea Insley, City Clk/Treas.

**Department:** City Clerk/Treasurer

**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:** City Clerk/Treasurer Training

**BACKGROUND:** Michigan Municipal Treasurer's Association (MMTA) Fall Conference  
Grand Traverse Resort Sept 24th to Sept 27<sup>th</sup> (in-person)

**FISCAL EFFECT:** Registration fee \$399 (in-person or virtual)  
Lodging \$658.20

The total of \$1,057.20 is within the budgeted amount.

**SUPPORTING DOCUMENTATION:** Attached is the MMTA flyer describing the training and subject matter to be discussed. Also attached is the lodging confirmation.

**RECOMMENDATION:** The annual conference and training events with the MMTA are both valuable for accreditation purposes and support continued education as a Clerk/Treasurer for local government.

Michigan Municipal Treasurers Association  
Post Office Box 324  
Tawas City, Michigan 48764

# INVOICE 8060



City of St. Ignace  
Andrea Insley  
396 North State St  
St Ignace, MI 49781  
United States

Invoice # 8060  
Invoice Date 07/12/2023  
Invoice Due 08/11/2023

<b>Amount Due</b>	<b>\$ 399.00</b>
-------------------	------------------

## Transactions

Description	Amount
Andrea Insley: 2023 FC Registration - In person at the Grand Traverse Resort - \$399.00	\$ 399.00

<b>Total Amount</b>	<b>\$ 399.00</b>
<b>Amount Paid</b>	<b>-\$ 0.00</b>
<b>Amount Due</b>	<b>\$ 399.00</b>

Please remit payment to:

Michigan Municipal Treasurers Association (MMTA)  
P.O. Box 324 • Tawas City, MI 48764

Questions, email [info@mmta-mi.org](mailto:info@mmta-mi.org) or call 989.820.8389

# MMTA 2023 Fall Conference

Grand Traverse Resort • September 24-27, 2023

## Keynote Speakers with Incredible Messages



**Stress Management** - now more than ever it is critical to master the mental and emotional processes and behaviors you need to rise above internal and external stressors. Award-winning business author and speaker Dean Lindsay will present how we can cultivate proactive optimism for personal and organizational success. Learn how to master the most underdeveloped skill you need for happiness, innovation and resilience.



Dr. Kelly Richmond Pope is a forensic accountant, professor, author, and filmmaker who, for over twenty years, has studied why ordinary people commit extraordinary crimes. Having interviewed a number of convicted white-collar felons, Pope shares their first-hand accounts, from the alleged business or personal pressures that led to their crimes to their convictions and ultimate time in prison. Learn how to recognize, curb, and confront fraud.



## Schedule

**Sunday, September 24**

Registration

Winery/Brewery Tour 1:00 pm  
Welcome/Hospitality Suite

**Monday, September 25**

Training 8:30 - 5:00  
Annual Meeting

Evening Networking Activity  
Hospitality Suite

**Tuesday, September 26**

Training 8:30 - 5:00

Awards Banquet

Hospitality Suite

**Wednesday, September 27**

Training 8:30 - Noon

## More Amazing Topics & Speakers

**HR Hot Topics**

**FBI Check Fraud & Other Issues**

**State of Michigan Treasury Panel Discussion**  
(PRE Audits, AMAR, Pension Reporting)

**Artificial Intelligence & Chat GPT**  
(What It Is and Why You Need to Know)

**Jeopardy!**

**Fraud/Banking Controls Panel**

(A discussion of banking and technology controls from the treasurers who use them)

**Treasurer-to-Treasurer - The Best Info Ever!**

**Borrowing: How to Prepare for Funding a Large Project**

**Current Issues Facing Local Government**

Schedule and Topics Subject To Change

## Register Today!

**\$399 Conference Registration Fee**

Registration fee includes sessions and electronic materials. On-site attendees receive breakfast, lunch, and dinner on Monday and Tuesday and breakfast on Wednesday; networking events except for Sunday's winery/brewery tour. Every effort will be made to provide recordings of all sessions for online attendees.

Contact Grand Traverse Resort for lodging - visit [MMTA-MI.org](http://MMTA-MI.org) for more info.

MORE INFORMATION OR REGISTER ONLINE TODAY: [www.MMTA-MI.org](http://www.MMTA-MI.org)



User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2023	% BDGT
		MONTH 07/31/2023	07/31/2023	AMENDED BUDGET	USED
Fund 101 - GENERAL FUND					
Revenues					
TAXES	TAXES	44,777.26	89,681.85	1,356,493.00	6.61
CHG SERV	CHARGE FOR SERVICES	0.00	3,756.33	27,550.00	13.63
LIC/PERM	LICENSES AND PERMITS	0.00	1,250.00	0.00	100.00
CONT	CONT FM LOCAL UNITS	0.00	27,500.00	0.00	100.00
O/REV	OTHER REVENUE	989.03	110,239.29	117,100.00	94.14
FIN/FOR	FINES AND FORFEITURES	0.00	0.00	400.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	3,000.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	131,370.00	0.00
UNCLASSIFIED	Unclassified	48,864.64	174,572.45	376,200.00	46.40
TOTAL REVENUES		94,630.93	406,999.92	2,012,113.00	20.23
Expenditures					
101	CITY COUNCIL	1,424.22	13,488.53	25,195.00	53.54
172	CITY MANAGER	2,010.01	72,283.75	169,600.00	42.62
191	ACCOUNTING DEPT	495.00	5,020.00	32,650.00	15.38
201	ADMINISTRATION	12.01	77.51	12,900.00	0.60
215	CLERK	15,603.13	108,321.33	307,350.00	35.24
234	CENTRAL SUPPLIES	188.71	2,168.45	3,500.00	61.96
247	BOARD OF REVIEW	258.36	1,215.45	1,860.00	65.35
257	ASSESSOR	4,235.17	23,297.60	36,900.00	63.14
262	ELECTIONS	0.00	1,712.86	8,620.00	19.87
265	BLDG & GROUNDS	1,806.40	26,472.23	31,600.00	83.77
266	ATTORNEY	2,496.24	32,912.59	40,300.00	81.67
301	POLICE	31,141.46	232,255.53	582,026.00	39.90
335	SAFETY & HEALTH	139.25	392.00	450.00	87.11
336	FIRE DEPARTMENT	10,943.84	71,448.27	127,785.00	55.91
441	PUBLIC WORKS	20,651.46	71,919.07	141,350.00	50.88
444	SIDEWALKS	67.95	67.95	505.00	13.46
448	STREET LIGHTING	3,378.63	24,330.01	38,000.00	64.03
701	PLANNING	4,417.50	6,778.01	3,000.00	225.93
703	ZONING BD OF APPEALS	0.00	80.83	480.00	16.84
704	COMMUNITY DEVELOPMENT	32,000.00	43,245.98	75,450.00	57.32
770	PARK MAINT	11,676.10	34,197.44	103,875.00	32.92
773	BOAT LAUNCH	1,952.61	5,991.86	4,225.00	141.82
953	FRINGE BENEFITS	4,851.93	36,257.91	76,129.00	47.63
954	INSURANCE & BONDS	0.00	15,161.12	16,300.00	93.01
965	TRANS TO OTHER FUNDS	0.00	24,000.00	91,984.00	26.09
TOTAL EXPENDITURES		149,749.98	853,096.28	1,932,034.00	44.16
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		94,630.93	406,999.92	2,012,113.00	20.23
TOTAL EXPENDITURES		149,749.98	853,096.28	1,932,034.00	44.16
NET OF REVENUES & EXPENDITURES		(55,119.05)	(446,096.36)	80,079.00	557.07

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 202 - MAJOR STREETS					
Revenues					
TAXES	TAXES	2,640.45	4,178.89	30,300.00	13.79
CONT	CONT FM LOCAL UNITS	0.00	3,250.00	6,500.00	50.00
O/REV	OTHER REVENUE	0.00	42,438.69	64,967.00	65.32
INT	INTEREST AND RENTALS	0.00	0.00	2,200.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	37,500.00	0.00
ST REV	STATE REVENUE	23,514.44	130,119.56	275,000.00	47.32
UNCLASSIFIED	Unclassified	395.03	1,975.31	399,800.00	0.49
TOTAL REVENUES		26,549.92	181,962.45	816,267.00	22.29
Expenditures					
444	SIDEWALKS	46.20	47.76	2,130.00	2.24
451	ROAD CONSTRUCTION	270,425.51	270,521.39	403,880.00	66.98
463	ROUTINE MAINT	1,885.55	28,188.29	64,090.00	43.98
474	TRAFFIC CONTROL	3,145.57	4,128.47	4,670.00	88.40
479	SNOW & ICE CONTROL	0.00	61,620.99	117,850.00	52.29
483	ADM & RECORDS	400.58	17,129.57	15,979.00	107.20
486	SURFACE MAINT TRUNKLINE	0.00	0.00	5,115.00	0.00
488	SWEEPING & FLUSHING TRUNKLINE	3,044.98	8,620.14	1,008.00	855.17
491	DRAINAGE & BACKSLOPES TRUNKLIN	0.00	0.00	1,518.00	0.00
497	WINTER MAINT TRUNKLINE	0.00	37,484.67	46,527.00	80.57
965	TRANS TO OTHER FUNDS	0.00	0.00	116,000.00	0.00
TOTAL EXPENDITURES		278,948.39	427,741.28	778,767.00	54.93
Fund 202 - MAJOR STREETS:					
TOTAL REVENUES		26,549.92	181,962.45	816,267.00	22.29
TOTAL EXPENDITURES		278,948.39	427,741.28	778,767.00	54.93
NET OF REVENUES & EXPENDITURES		(252,398.47)	(245,778.83)	37,500.00	655.41

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2023	% BDGT
		MONTH 07/31/2023	07/31/2023	AMENDED BUDGET	USED
Fund 203 - LOCAL STREET					
Revenues					
TAXES	TAXES	2,640.44	4,052.89	92,716.00	4.37
CONT	CONT FM LOCAL UNITS	0.00	3,250.00	6,500.00	50.00
O/REV	OTHER REVENUE	0.00	0.00	5,000.00	0.00
INT	INTEREST AND RENTALS	0.00	0.00	500.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	142,500.00	0.00
ST REV	STATE REVENUE	10,767.83	52,178.50	110,000.00	47.44
UNCLASSIFIED	Unclassified	180.37	14,625.49	105,100.00	13.92
TOTAL REVENUES		13,588.64	74,106.88	462,316.00	16.03
Expenditures					
444	SIDEWALKS	21.76	21.76	4,075.00	0.53
451	ROAD CONSTRUCTION	69,808.80	70,124.80	205,425.00	34.14
463	ROUTINE MAINT	6,727.58	70,846.03	144,250.00	49.11
474	TRAFFIC CONTROL	645.82	2,896.23	4,075.00	71.07
479	SNOW & ICE CONTROL	0.00	48,194.24	52,150.00	92.41
483	ADM & RECORDS	262.96	3,941.55	6,825.00	57.75
965	TRANS TO OTHER FUNDS	0.00	0.00	6,000.00	0.00
TOTAL EXPENDITURES		77,466.92	196,024.61	422,800.00	46.36
Fund 203 - LOCAL STREET:					
TOTAL REVENUES		13,588.64	74,106.88	462,316.00	16.03
TOTAL EXPENDITURES		77,466.92	196,024.61	422,800.00	46.36
NET OF REVENUES & EXPENDITURES		(63,878.28)	(121,917.73)	39,516.00	308.53



User: ANDREA

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PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 271 - LIBRARY FUND					
Revenues					
TAXES	TAXES	6,853.91	8,821.50	85,584.00	10.31
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	250.00	0.00
O/REV	OTHER REVENUE	0.00	910.00	1,000.00	91.00
INT	INTEREST AND RENTALS	0.00	0.00	500.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	1,440.29	2,500.00	57.61
UNCLASSIFIED	Unclassified	0.00	71,163.05	114,979.21	61.89
TOTAL REVENUES		6,853.91	82,334.84	204,813.21	40.20
Expenditures					
790	LIBRARY	12,289.73	118,590.96	220,908.00	53.68
965	TRANS TO OTHER FUNDS	0.00	0.00	2,000.00	0.00
TOTAL EXPENDITURES		12,289.73	118,590.96	222,908.00	53.20
Fund 271 - LIBRARY FUND:					
TOTAL REVENUES		6,853.91	82,334.84	204,813.21	40.20
TOTAL EXPENDITURES		12,289.73	118,590.96	222,908.00	53.20
NET OF REVENUES & EXPENDITURES		(5,435.82)	(36,256.12)	(18,094.79)	200.37

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PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 273 - DOCK NO. 3 IMPROVEMENTS					
Revenues					
UNCLASSIFIED	Unclassified	0.00	31,447.00	31,297.00	100.48
TOTAL REVENUES		0.00	31,447.00	31,297.00	100.48
Expenditures					
598	DOCK #3 IMPROVEMENTS	543.64	1,894.70	31,297.00	6.05
TOTAL EXPENDITURES		543.64	1,894.70	31,297.00	6.05
Fund 273 - DOCK NO. 3 IMPROVEMENTS:					
TOTAL REVENUES		0.00	31,447.00	31,297.00	100.48
TOTAL EXPENDITURES		543.64	1,894.70	31,297.00	6.05
NET OF REVENUES & EXPENDITURES		(543.64)	29,552.30	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 285 - AMERICAN RESCUE PLAN ACT					
Revenues					
UNCLASSIFIED	Unclassified	0.00	65,000.00	65,000.00	100.00
TOTAL REVENUES		0.00	65,000.00	65,000.00	100.00
Expenditures					
965	TRANS TO OTHER FUNDS	0.00	65,000.00	65,000.00	100.00
TOTAL EXPENDITURES		0.00	65,000.00	65,000.00	100.00
Fund 285 - AMERICAN RESCUE PLAN ACT :					
TOTAL REVENUES		0.00	65,000.00	65,000.00	100.00
TOTAL EXPENDITURES		0.00	65,000.00	65,000.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 584 - GOLF COURSE FUND					
Revenues					
CHG SERV	CHARGE FOR SERVICES	0.00	6,000.00	6,000.00	100.00
O/REV	OTHER REVENUE	0.00	8,492.50	7,050.00	120.46
FIN/FOR	FINES AND FORFEITURES	0.00	125.00	125.00	100.00
INT	INTEREST AND RENTALS	0.00	0.00	200.00	0.00
UNCLASSIFIED	Unclassified	12,736.00	85,910.00	161,375.00	53.24
TOTAL REVENUES		12,736.00	100,527.50	174,750.00	57.53
Expenditures					
797	GOLF COURSE OPERATIONS	41,028.80	91,766.90	172,248.00	53.28
905	DEBT SERVICE	243.78	1,706.46	2,200.00	77.57
TOTAL EXPENDITURES		41,272.58	93,473.36	174,448.00	53.58
Fund 584 - GOLF COURSE FUND:					
TOTAL REVENUES		12,736.00	100,527.50	174,750.00	57.53
TOTAL EXPENDITURES		41,272.58	93,473.36	174,448.00	53.58
NET OF REVENUES & EXPENDITURES		(28,536.58)	7,054.14	302.00	2,335.81

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 590 - SEWER FUND					
Revenues					
TAXES	TAXES	43,678.20	305,890.44	524,727.00	58.30
CHG SERV	CHARGE FOR SERVICES	15,851.69	68,000.55	96,000.00	70.83
O/REV	OTHER REVENUE	8,797.50	33,305.73	51,100.00	65.18
INT	INTEREST AND RENTALS	0.00	0.00	1,500.00	0.00
UNCLASSIFIED	Unclassified	85,488.69	328,122.61	568,371.00	57.73
TOTAL REVENUES		153,816.08	735,319.33	1,241,698.00	59.22
Expenditures					
540	SWR ADMIN	5,042.86	38,732.66	122,760.00	31.55
541	SWR PLANT OPERATIONS	45,915.70	250,655.67	386,891.00	64.79
542	SWR LN MAINT	4,553.60	36,918.37	89,750.00	41.13
544	2010 USDA SWR IMP RR&I	0.00	30,958.05	48,600.00	63.70
905	DEBT SERVICE	0.00	105,467.29	481,136.00	21.92
906	SRF/ 5593 01	0.00	85,313.85	109,361.00	78.01
965	TRANS TO OTHER FUNDS	0.00	0.00	51,800.00	0.00
TOTAL EXPENDITURES		55,512.16	548,045.89	1,290,298.00	42.47
Fund 590 - SEWER FUND:					
TOTAL REVENUES		153,816.08	735,319.33	1,241,698.00	59.22
TOTAL EXPENDITURES		55,512.16	548,045.89	1,290,298.00	42.47
NET OF REVENUES & EXPENDITURES		98,303.92	187,273.44	(48,600.00)	385.34

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 591 - WATER FUND					
Revenues					
TAXES	TAXES	34,299.21	240,054.81	409,500.00	58.62
CHG SERV	CHARGE FOR SERVICES	74,811.42	266,457.14	478,000.00	55.74
O/REV	OTHER REVENUE	12,019.92	50,342.24	79,300.00	63.48
INT	INTEREST AND RENTALS	0.00	0.00	1,800.00	0.00
O/FINAN	OTHER FINANCING SOURCES	2,390.39	16,732.73	26,000.00	64.36
UNCLASSIFIED	Unclassified	34,926.80	190,432.97	298,159.00	63.87
TOTAL REVENUES		158,447.74	764,019.89	1,292,759.00	59.10
Expenditures					
223	SRF-STATE REVOLVING FUNDS	0.00	0.00	177,653.00	0.00
550	WTR ADMIN	5,977.86	48,055.05	138,715.00	34.64
551	WTR PLANT OPERATIONS	36,824.96	279,813.12	486,550.00	57.51
552	WTR LINE MAINT	14,636.98	112,115.07	241,000.00	46.52
553	2000 WTR RR&I	28,782.77	47,948.97	0.00	100.00
905	DEBT SERVICE	47,109.70	153,047.20	167,241.00	91.51
965	TRANS TO OTHER FUNDS	0.00	0.00	81,600.00	0.00
TOTAL EXPENDITURES		133,332.27	640,979.41	1,292,759.00	49.58
Fund 591 - WATER FUND:					
TOTAL REVENUES		158,447.74	764,019.89	1,292,759.00	59.10
TOTAL EXPENDITURES		133,332.27	640,979.41	1,292,759.00	49.58
NET OF REVENUES & EXPENDITURES		25,115.47	123,040.48	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 594 - MARINA FUND					
Revenues					
TAXES	TAXES	931.21	1,072.81	5,000.00	21.46
CONT	CONT FM LOCAL UNITS	0.00	2,250.00	0.00	100.00
O/REV	OTHER REVENUE	33,687.31	46,681.45	102,700.00	45.45
INT	INTEREST AND RENTALS	0.00	0.00	900.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	28,059.62	42,937.74	175,600.00	24.45
UNCLASSIFIED	Unclassified	24,252.00	216,648.07	241,400.00	89.75
TOTAL REVENUES		86,930.14	309,590.07	525,600.00	58.90
Expenditures					
590	MARINA ADMIN	4,855.44	29,359.72	55,600.00	52.81
597	MARINA OPERATIONS	49,681.91	99,173.98	299,476.00	33.12
851	INSURANCE	0.00	6,997.44	9,750.00	71.77
965	TRANS TO OTHER FUNDS	0.00	84,265.00	92,265.00	91.33
TOTAL EXPENDITURES		54,537.35	219,796.14	457,091.00	48.09
Fund 594 - MARINA FUND:					
TOTAL REVENUES		86,930.14	309,590.07	525,600.00	58.90
TOTAL EXPENDITURES		54,537.35	219,796.14	457,091.00	48.09
NET OF REVENUES & EXPENDITURES		32,392.79	89,793.93	68,509.00	131.07

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 596 - GARBAGE COLLECTION					
Revenues					
CHG SERV	CHARGE FOR SERVICES	101.35	723.61	1,200.00	60.30
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	5,000.00	0.00
UNCLASSIFIED	Unclassified	11,119.70	77,203.10	123,000.00	62.77
TOTAL REVENUES		11,221.05	77,926.71	129,200.00	60.31
Expenditures					
528	GARBAGE COLLECTION	11,105.71	74,542.37	122,000.00	61.10
965	TRANS TO OTHER FUNDS	0.00	0.00	7,200.00	0.00
TOTAL EXPENDITURES		11,105.71	74,542.37	129,200.00	57.70
Fund 596 - GARBAGE COLLECTION:					
TOTAL REVENUES		11,221.05	77,926.71	129,200.00	60.31
TOTAL EXPENDITURES		11,105.71	74,542.37	129,200.00	57.70
NET OF REVENUES & EXPENDITURES		115.34	3,384.34	0.00	100.00



User: ANDREA

PERIOD ENDING 07/31/2023

DB: St Ignace

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 641 - EQUIPMENT FUND					
Revenues					
CHG SERV	CHARGE FOR SERVICES	(1,215.71)	6,021.24	7,000.00	86.02
O/REV	OTHER REVENUE	315.83	2,824.99	11,000.00	25.68
TRANS	TRANSFERS-INTERNAL ACTIV	4,597.95	80,376.10	125,825.00	63.88
O/FINAN	OTHER FINANCING SOURCES	883.62	2,822.15	1,822.00	154.89
UNCLASSIFIED	Unclassified	12,193.60	102,815.40	169,205.00	60.76
TOTAL REVENUES		16,775.29	194,859.88	314,852.00	61.89
Expenditures					
581	GARAGE MAINT	1,495.43	54,576.80	52,227.00	104.50
582	EQUIPMENT MAINT	9,833.20	84,866.69	187,780.00	45.19
905	DEBT SERVICE	12,215.08	12,215.08	39,610.00	30.84
965	TRANS TO OTHER FUNDS	0.00	0.00	23,948.00	0.00
TOTAL EXPENDITURES		23,543.71	151,658.57	303,565.00	49.96
Fund 641 - EQUIPMENT FUND:					
TOTAL REVENUES		16,775.29	194,859.88	314,852.00	61.89
TOTAL EXPENDITURES		23,543.71	151,658.57	303,565.00	49.96
NET OF REVENUES & EXPENDITURES		(6,768.42)	43,201.31	11,287.00	382.75

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PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 664 - OFFICE EQUIPMENT POOL					
Revenues					
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	12,900.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	18,050.00	0.00
TOTAL REVENUES		0.00	0.00	30,950.00	0.00
Expenditures					
233	CENTRAL EQUIP	1,090.92	23,079.98	30,950.00	74.57
TOTAL EXPENDITURES		1,090.92	23,079.98	30,950.00	74.57
Fund 664 - OFFICE EQUIPMENT POOL:					
TOTAL REVENUES		0.00	0.00	30,950.00	0.00
TOTAL EXPENDITURES		1,090.92	23,079.98	30,950.00	74.57
NET OF REVENUES & EXPENDITURES		(1,090.92)	(23,079.98)	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 07/31/2023	YTD BALANCE 07/31/2023	2023 AMENDED BUDGET	% BDGT USED
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST					
Revenues					
INT	INTEREST AND RENTALS	0.00	0.00	600.00	0.00
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	41,800.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	20,000.00	0.00
TOTAL REVENUES		0.00	0.00	62,400.00	0.00
Expenditures					
201	ADMINISTRATION	0.00	0.00	36,000.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	12,000.00	0.00
TOTAL EXPENDITURES		0.00	0.00	48,000.00	0.00
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST:					
TOTAL REVENUES		0.00	0.00	62,400.00	0.00
TOTAL EXPENDITURES		0.00	0.00	48,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	14,400.00	0.00
TOTAL REVENUES - ALL FUNDS		581,549.70	3,024,094.47	7,364,015.21	41.07
TOTAL EXPENDITURES - ALL FUNDS		839,393.36	3,413,923.55	7,179,117.00	47.55
NET OF REVENUES & EXPENDITURES		(257,843.66)	(389,829.08)	184,898.21	210.83

## Invoices for Approval

### Monday, August 21, 2023

Airgas USA, LLC	LBE/DPW Rental	\$71.55
Anderson, Tackman & Company PLC	2022 Audit	\$21,670.86
Andy's Feed Station	Weed Killer	\$1,100.00
Arnold Freight Co.	Reimbursement - Dock 3 Repairs	\$1,180.00
Arrow Signs	Name Plate - Scott Marshall	\$20.00
Belonga Excavating LLC	Major Streets Shoulder Gravel/Topsoil	\$3,690.00
Blarney Castle Oil Company	Golf Course/Marina Fuel	\$28,584.67
Charles J. Palmer, P.C.	July 2023 Statement	\$1,988.12
Cory Covacs	LBE Umpire	\$40.00
Crane Engineering	Lift Stations SI Twp/Tribal Pumps	\$1,177.14
Dave Freed	LBE Umpire	\$240.00
ETNA	Water Line/MJ Streets Maintenance and Supplies	\$5,549.10
Ferguson Waterworks	Water Plant Soda Ash Mixer	\$3,800.00
Graham Electric Motor SVC	Generator Maintenance	\$2,954.00
Grainger	Uniform Boots, M DeGlopper, T Oja, S Livingston	\$421.72
Grand Traverse Resort	A Insley MMTA Conference Stay	\$658.20
Granicus	STR Compliance Monitoring/Address Identification	\$1,533.38
Hawkins, Inc.	Water Plant Supplies	\$50.00
Interstate Battery	Lagoon Generator Battery	\$211.95
Josh Gross	LBE Umpire	\$265.00
Kimball Midwest	WTR Plant and DPW Garage Supplies	\$773.26
KSS	LBE Supplies	\$251.26
Kurt Ney	Cart Rental July 2023	\$2,049.00
Lexipol	SIPD-PoliceOne Academy	\$764.75
M32 Enterprises LLC	Bearing	\$1,010.00
Mackinac Plumbing & Heating Co.	LBE Parts	\$230.05
Michigan State Police	SIPD-Token Fee July-September 2023	\$33.00
MMTA	Fall Conference Sept 24-27	\$399.00
NAPA Auto Parts	July 2023 Statement	\$868.59
Neal's Truck Parts	T-37, T-39 Parts	\$405.79
North Central Laboratories	Water Plant Lab Supplies	\$1,343.61
Paul Ferguson	LBE Umpire	\$185.00
Perfect Fit LLC	Hammer Machine Install/Smith Machine	\$5,639.99
Remy Battery	Bulk Batteries	\$253.44
Small Business Assoc of Michigan	2023 Membership	\$139.00
Spartan Distributors	Golf Supplies	\$2,578.68
Spartan Nash/Family Fare	July 2023 Statement	\$104.85
St. Ignace True Value	July 2023 Statement	\$1,473.75
Straits Golf Company	Tournament Expenses	\$1,844.28
UP State Credit Union Visa	July 2023 Statement	\$2,031.22
USA Bluebook	Lab Glassware Replacement	\$894.45
USA Bluebook	Wastewater Plant Lab Supplies	\$548.86
Wex Bank - Shell	SIPD Fuel	\$57.86

**\$99,085.38**

## **STRAITS AREA EMS AUTHORITY Official Board Proceedings**

A Regular Meeting of the Straits Area Emergency Medical Service (SAEMS) Authority was held on Tuesday, July 11, 2023 in the St. Ignace Municipal Building. The meeting was called to order at 3:30 p.m. by Chairperson Austin Kimberling.

### **Members Present:**

Chairperson Austin Kimberling, Moran Township  
Vice-Chairperson: Eric Danielson, St. Ignace Twp.  
Treasurer Laurie Collier, Hendricks Township  
Ed Serwach, Brevort Township  
David Blake-Thomas, Trout Lake Township

**Absent:** Secretary William LaLonde, City of St. Ignace

**Others Present:** Mark Wilk, Area Manager; and Ken Collier

### **Consideration of minutes from June 27, 2023 Authority Meeting:**

It was moved by Mr. Blake-Thomas, seconded by Mr. Serwach, to approve the minutes from June 27, 2023 as presented. Motion carried unanimously.

**Public Comment** – None.

### **Board Reports:**

- A. CLSS Financial Report – Mr. Blake-Thomas reviewed the past month of income and expenses that the Authority is receiving and paying. There were three incomes totaling \$25,013.08 and expenses of \$90,543.67, for a June loss of \$65,530.59. We finally received a P&L from CLSS. For the period of Jan to May, CLSS reports a loss of \$34,635.85. .  
Mr. Blake-Thomas went over the Authority General Fund Revenue and Expenses, along with the Authority Capital Projects R&E, and the Authority Capital Equipment Fund R&E reports. Mr. Blake-Thomas reported transfers for the power load that we purchased with \$24,000.00 from the tribe and not using \$90,000.00 from the capital equipment fund. Overall the long term finances are looking good.
- B. Operations Report – Mr. Wilk stated that since there was only a few weeks between meetings, there was nothing new to report.
- C. Financial Report – Treasurer Collier reviewed the current balance sheet showing a total cash balance of \$1,089,138.44, of which \$576,300.46 are unrestricted funds. Motion made by Mr. Kimberling, seconded by Mr. Serwach to approve the financial report. Motion carried.

### **Old Business:**

- A. New Building Update:  
We have received our first invoice from Three Rivers for \$71,160.00, of which 10% is withheld. We owe \$64,044.00. Motion made by Mr. Kimberling, seconded by Mr. Serwach. Motion carried. Looking at a mid –December completion date at this time.

B. Loan Update:

First National Bank is ready to move forward with loan paperwork. This will be for \$1.44 million at 5.75% over 15 years with a 5 year ARM. Closing costs will be approximately \$10,000.00.

C. Authorizing Resolution for Loan:

Motion made by Mr. Kimberling, seconded by Mr. Serwach to approve board resolution 2023-01 for the bank loan. Roll call vote. All yes, with Mr. LaLonde absent.

**New Business:**

A. Financial Outlook 2024-2027:

Mr. Blake-Thomas presented a detailed presentation along with handouts showing end of year for 2023, and projected budgets for 2024 thru 2027. This included purchasing a new ambulance next year and the debt service on the loan, along with reserves for future needs. The projections are based on levying 2.0 mills in 2024, 1.9 in 2025, and then 1.8 mills in 2026 & 2027. Mr. Serwach thanked Mr. Blake-Thomas for all of his work on the presentation.

B. 2024 Millage Rate:

Mr. Blake-Thomas asked that all board members to think about what amount we need to levy for 2024. This decision needs to be made at the next meeting. There was some discussion on how much to levy. 2/10<sup>th</sup> of a mill would generate about \$80,000.00. There was some discussion about financing the new ambulance vs. paying for it all at once.

**Adjourn:**

There being no further business, it was moved by Mr. Kimberling, seconded by Mr. Blake-Thomas to adjourn the meeting at 4:15 p.m. Motion carried unanimously.

The next meeting will be held August 15<sup>th</sup> at 3:30 pm.

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Austin Kimberling, Chairperson