

St Ignace Zoom is inviting you to a scheduled Zoom meeting.

Topic: City Council Meeting

Time: Dec 5, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85779684264>

Meeting ID: 857 7968 4264

One tap mobile

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Dial by your location

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+1 646 931 3860 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

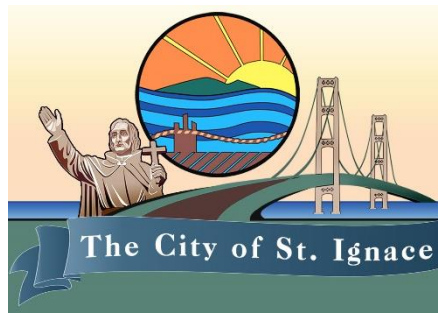
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+1 719 359 4580 US

+1 253 205 0468 US

Meeting ID: 857 7968 4264

Find your local number: <https://us02web.zoom.us/j/85779684264>



CITY COUNCIL MEETING

St. Ignace, Michigan

Monday, December 5, 2022 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID: 857 7968 4264

******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) Enter Closed Session: Council may enter closed session 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” per MCL 15.268(a)
- 8) Consideration of Minutes of November 21, 2022
- 9) Old Business
 - A. Fire Truck Purchase
- 10) New Business
 - A. Introduce Ordinance 654 Appropriations Bill & Schedule Public Hearing
 - B. Resolution—Non-Union Pay 2023
 - C. Favorite Dock Boardwalk Improvement
 - D. OPEB Actuarial Valuation Services 2022-23
- 11) Consideration of Bills
- 12) Public Comment Regarding Non-Agenda Items (3-minute limit)
- 13) City Manager’s Report
- 14) Committee Reports
 - A. Finance
 - B. Streets
- 15) Council Member Comments

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



FAMILY OWNED
SINCE 1890

Prepayment Discount Options
For The
St. Ignace, MI

9/22/2022

Current Bid Price **\$684,579.37**

Option 1 25%	For a prepayment in the amount of \$171,144.84 the discount would be \$6,738.83 for a total selling price of 	\$677,840.54
Option 2 50%	For a prepayment in the amount of \$342,289.69 the discount would be \$13,477.66 for a total selling price of 	\$671,101.71
Option 3 75%	For a prepayment in the amount of \$513,434.53 the discount would be \$20,216.48 for a total selling price of 	\$664,362.89
Option 4 100%	For a full prepayment, we offer a discount of \$26,955.31 for a final selling price of	\$657,624.06

NOTE: For any option above, the prepayment would be due within 30
days of contract signing in order to receive the discounts listed.
Any remaining balance would be due at the time of delivery.

Sutphen Corporation
PO Box 158 • Amlin, OH 43002-0158
6450 Eiterman Road • Dublin, OH 43016-8711
Tel 614 889-1005 • Toll Free 800 848-5860 • Fax 614 889-0874
www.sutphen.com • Sutphen@sutphencorp.com



PROPOSAL

TO THE:

City of St. Ignace Fire Department
618 Chambers St.
St. Ignace Mi 49781

DATE: September 22, 2022

We hereby propose and agree to furnish the following firefighting equipment upon your acceptance of this proposal:

**One (1) New Sutphen Engine per Complete and Delivered for the Total Sum of
\$684,579.37**

Reference: Sourcewell /Fire Rescue GPO Contract No. #022818-SUT

The unit shall be manufactured completely in accordance to the following proposal and delivered in approximately **27-29** months from the date of the contract signing or purchase order, subject to delays from all causes beyond our control.

This proposal shall be valid for thirty (30) days. If the contract or purchase order is not received within this proposed duration, we reserve the right to extend, withdraw, or modify our proposal, including pricing, delivery times, and prepayment discounts as applicable.

Respectfully submitted,

Daniel J. Sutphen
Heritage Fire Equipment
Authorized Representative for Sutphen Corporation
740-819-5440

FIRE EQUIPMENT
SALES · SERVICE · PARTS · EQUIPMENT

www.heritagefireequipment.com

844-730-5100



SUTPHEN CORPORATION

6450 Eiterman Road | Dublin, OH 43016 | 1-800-848-5860

LEASE FINANCING PROPOSAL

Requested by

Heritage Fire Equipment

Harry Sutphen

Representing



Presented To (As Lessee)

City of St. Ignace, MI

Proposal Date:	September 22, 2022					
Equipment Description:	(1) Sutphen Fire Truck					
Commencement Date:	November 1, 2022					
	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>Option 4</u>	<u>Option 5</u>	<u>Option 6</u>
Equipment Cost:	\$684,579.37	\$684,579.37	\$684,579.37	\$684,579.37	\$684,579.37	\$684,579.37
Lessee Down Payment:	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00
Prepay Discount:	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>
Amount Financed:	\$457,624.06	\$457,624.06	\$457,624.06	\$457,624.06	\$457,624.06	\$457,624.06
Lease Term:	6 Years	8 Years	9 Years	10 Years	12 Years	15 Years
First Payment Date:	5/1/2025	5/1/2025	11/1/2024	5/1/2025	5/1/2025	5/1/2025
Payment Frequency:	Annual	Annual	Annual	Annual	Annual	Annual
Lease Rate:	4.28%	4.28%	4.28%	4.98%	5.16%	5.19%
Payment Amount:	\$93,830.66	\$73,234.76	\$65,000.67	\$63,714.83	\$56,220.00	\$48,213.84
Payment Factor:	0.20504	0.16003	0.14204	0.13923	0.12285	0.10536

Qualifications:

1. **Pricing:** This is a lease proposal for the payment stream(s) indicated above. If any of the information identified above are not correct, please advise us so that we can determine if a new proposal is required. Other important elements of this proposal are:

- a) **Rate Expiration:** Due to the current increasing rate markets, this proposal is valid under the following circumstances:
 - The award is received within 7 days of the Proposal Date.
 - The transaction is closed within 30 days off the Proposal Date.
 If you are unable to award within 7 days, please contact us prior to your decision meeting date and we will provide a current proposal.
- b) **Closing Costs:** There will be no up-front costs of any kind charged by Lessor including closing costs, points, administrative costs, etc. Your attorney may charge you to review the lease documents and complete the opinion letter required with our lease documentation.
- c) **Fixed Rates:** Rates for ten (10) years and under are fixed for the entire term. Terms over ten years have a one time rate adjustment after ten (10) years to the then current interest rates for the remaining term.

2. **Type of Lease:** This is a lease-purchase type of financing. After all the lease payments are made, Lessee will own the equipment without further cost.

3. **Financial Reporting:** All city, county and tax districts (including fire districts) will be expected to provide GAAP audited financial reports. All non-profit corporations (vfd's) will be expected to provide IRS 990 federal tax returns. If you do not maintain these types of financial reports, please contact us to discuss.

4. **Vendor Payable / Escrow Account (where applicable):** In the event that the truck(s) and/or equipment are not ready to be delivered, proceeds of this lease will be held in a vendor payable account until delivery/acceptance. This is a non-interest bearing account to Lessee.

5. **Credit Approval and Documentation:** This is a proposal only, and does not represent a commitment to lease. This financing is subject to credit review and approval and execution of mutually acceptable documentation, including the opinion of lessee's counsel opining that the agreement is legal, valid and binding, obligation of Lessee.

Financing by: **Leasing 2, Inc.**
 Contact: **Brad Meyers**
 Phone: 813-258-9888 x12
 Email: bmeyers@leasing2.com
 Web: www.leasing2.com



LEASE FINANCING PROPOSAL

Requested by
Heritage Fire Equipment
 Harry Sutphen

Representing



Presented To (As Lessee)
City of St. Ignace, MI

Proposal Date:	September 22, 2022					
Equipment Description:	(1) Sutphen Fire Truck					
Commencement Date:	November 1, 2022					
	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>Option 4</u>	<u>Option 5</u>	<u>Option 6</u>
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Prepay Discount:	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>	<u>\$26,955.31</u>
Amount Financed:	\$657,624.06	\$657,624.06	\$657,624.06	\$657,624.06	\$657,624.06	\$657,624.06
Lease Term:	6 Years	8 Years	9 Years	10 Years	12 Years	15 Years
First Payment Date:	5/1/2025	5/1/2025	11/1/2024	5/1/2025	5/1/2025	5/1/2025
Payment Frequency:	Annual	Annual	Annual	Annual	Annual	Annual
Lease Rate:	4.06%	4.06%	4.06%	4.98%	5.16%	5.19%
Payment Amount:	\$133,489.40	\$103,955.74	\$92,294.38	\$91,554.96	\$80,745.47	\$69,250.80
Payment Factor:	0.20299	0.15808	0.14035	0.13922	0.12278	0.10530

Qualifications:

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Financing by: **Leasing 2, Inc.**
 Contact: **Brad Meyers**
 Phone: 813-258-9888 x12
 Email: bmeyers@leasing2.com
 Web: www.leasing2.com



Compound Period: Annual

Nominal Annual Rate: 5.530%

FNB

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	11/25/2022	400,000.00	1		
2 Payment	11/25/2023	53,143.50	10	Annual	11/25/2032

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance
Loan	11/25/2022				400,000.00
2022 Totals		0.00	0.00	0.00	
1	11/25/2023	53,143.50	22,120.00	31,023.50	368,976.50
2023 Totals		53,143.50	22,120.00	31,023.50	
2	11/25/2024	53,143.50	20,404.40	32,739.10	336,237.40
2024 Totals		53,143.50	20,404.40	32,739.10	
3	11/25/2025	53,143.50	18,593.93	34,549.57	301,687.83
2025 Totals		53,143.50	18,593.93	34,549.57	
4	11/25/2026	53,143.50	16,683.34	36,460.16	265,227.67
2026 Totals		53,143.50	16,683.34	36,460.16	
5	11/25/2027	53,143.50	14,667.09	38,476.41	226,751.26
2027 Totals		53,143.50	14,667.09	38,476.41	
6	11/25/2028	53,143.50	12,539.34	40,604.16	186,147.10
2028 Totals		53,143.50	12,539.34	40,604.16	
7	11/25/2029	53,143.50	10,293.93	42,849.57	143,297.53
2029 Totals		53,143.50	10,293.93	42,849.57	
8	11/25/2030	53,143.50	7,924.35	45,219.15	98,078.38
2030 Totals		53,143.50	7,924.35	45,219.15	
9	11/25/2031	53,143.50	5,423.73	47,719.77	50,358.61
2031 Totals		53,143.50	5,423.73	47,719.77	
10	11/25/2032	53,143.50	2,784.89	50,358.61	0.00
2032 Totals		53,143.50	2,784.89	50,358.61	

Grand Totals	531,435.00	131,435.00	400,000.00
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Last interest amount increased by 0.06 due to rounding.

Compound Period: Annual

Nominal Annual Rate: 5.530%

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	11/25/2022	400,000.00	1		
2 Payment	11/25/2023	39,929.73	15	Annual	11/25/2037

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance
Loan	11/25/2022				400,000.00
2022 Totals		0.00	0.00	0.00	
1	11/25/2023	39,929.73	22,120.00	17,809.73	382,190.27
2023 Totals		39,929.73	22,120.00	17,809.73	
2	11/25/2024	39,929.73	21,135.12	18,794.61	363,395.66
2024 Totals		39,929.73	21,135.12	18,794.61	
3	11/25/2025	39,929.73	20,095.78	19,833.95	343,561.71
2025 Totals		39,929.73	20,095.78	19,833.95	
4	11/25/2026	39,929.73	18,998.96	20,930.77	322,630.94
2026 Totals		39,929.73	18,998.96	20,930.77	
5	11/25/2027	39,929.73	17,841.49	22,088.24	300,542.70
2027 Totals		39,929.73	17,841.49	22,088.24	
6	11/25/2028	39,929.73	16,620.01	23,309.72	277,232.98
2028 Totals		39,929.73	16,620.01	23,309.72	
7	11/25/2029	39,929.73	15,330.98	24,598.75	252,634.23
2029 Totals		39,929.73	15,330.98	24,598.75	
8	11/25/2030	39,929.73	13,970.67	25,959.06	226,675.17
2030 Totals		39,929.73	13,970.67	25,959.06	
9	11/25/2031	39,929.73	12,535.14	27,394.59	199,280.58
2031 Totals		39,929.73	12,535.14	27,394.59	
10	11/25/2032	39,929.73	11,020.22	28,909.51	170,371.07
2032 Totals		39,929.73	11,020.22	28,909.51	

11	11/25/2033	39,929.73	9,421.52	30,508.21	139,862.86
2033 Totals		39,929.73	9,421.52	30,508.21	
12	11/25/2034	39,929.73	7,734.42	32,195.31	107,667.55
2034 Totals		39,929.73	7,734.42	32,195.31	
13	11/25/2035	39,929.73	5,954.02	33,975.71	73,691.84
2035 Totals		39,929.73	5,954.02	33,975.71	
14	11/25/2036	39,929.73	4,075.16	35,854.57	37,837.27
2036 Totals		39,929.73	4,075.16	35,854.57	
15	11/25/2037	39,929.73	2,092.46	37,837.27	0.00
2037 Totals		39,929.73	2,092.46	37,837.27	
Grand Totals		598,945.95	198,945.95	400,000.00	

Last interest amount increased by 0.06 due to rounding.

FW: EXTERNAL: FW: Fire truck financing

1 message

dlong@cityofstignace.com <dlong@cityofstignace.com>
To: Stephanie Baar <sbaar@cityofstignace.com>

Thu, Dec 1, 2022 at 3:32 PM

From: Andrea Insley <ainsley@cityofstignace.com>
Sent: Monday, November 28, 2022 2:41 PM
To: dlong@cityofstignace.com
Cc: sifdchief@cityofstignace.com
Subject: FW: EXTERNAL: FW: Fire truck financing

From: Andrew Will <will@centralsavingsbank.com>
Sent: Monday, November 28, 2022 2:20 PM
To: 'Andrea Insley' <ainsley@cityofstignace.com>
Cc: dlong@cityofstignace.com
Subject: RE: EXTERNAL: FW: Fire truck financing

CSB

Good Afternoon,

Thank you for the financing opportunity. We would like to offer the following financing options, assuming the funding will take place within 90 days.

- 10 year fixed @ 5.4%
- 15 year fixed @ 5.75%

If funding is not needed until the truck is delivered we could provide a financing commitment however we cannot hold rate for that amount of time. We could also potentially offer interest only payments until it is delivered. If you need something more formal delivered to you please let me know.

Sincerely,

Andrew Will

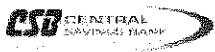
Loan Representative

MLO #1899488

Phone: (906)253-1237

Fax: (906)643-6455

Email: will@centralsavingsbank.com



St. Ignace Fire Department Fire Truck Project Cost Analysis

Cost	Down Payment	Subtotal	Entity	Percentage Share	Share Breakdown 2022
\$684,579.37	\$285,000.00	\$399,579.37	City of St. Ignace	43.81%	\$175,055.72
			Moran Township	37.86%	\$151,280.75
			St. Ignace Township	18.33%	\$73,242.90
				100.00%	\$399,579.37
Down Payment Breakdown					
Enbridge	\$ 25,000.00				
City Truck Fund	\$ 100,000.00				
City ARPA Funds	\$ 60,000.00				
Straits Fire Authority	\$ 100,000.00				
Total	\$ 285,000.00				
<p>The City will request of the Moran and St. Ignace Township to allocate \$25,000 each from their 2nd half of ARPA funds toward the down payment. The City and the Townships will ask the County for \$250,000 to help with cost of the fire truck as well.</p>					

2022 ANNUAL APPROPRIATION BILL

ORDINANCE #654

THE CITY OF ST. IGNACE ORDAINS:

SECTION I: The Budget of the City of St. Ignace for the fiscal year beginning Jan. 1, 2023, and ending Dec. 31, 2023, as reviewed and amended by the City Council, is hereby adopted; and the following amounts are hereby appropriated for the purposes stated herein;

GENERAL FUND (G/F or 101 Fund)

GENERAL GOV'T

City Council	\$	24,695.00
City Manager's Office	\$	164,325.00
Professional Services (Audit)	\$	32,650.00
Administration (Pension)	\$	12,900.00
City Clerk's Office	\$	306,350.00
Central Supplies	\$	3,500.00
Board of Review	\$	1,860.00
Assessor's Office	\$	36,900.00
Clerk Elections	\$	8,620.00
City Hall and Grounds	\$	31,100.00
City Attorney's Office	\$	40,300.00

Total General Gov't: \$ **663,200.00**

PUBLIC SAFETY:

Police Department	\$	582,026.00
Safety/Health/Education	\$	450.00
Fire Department	\$	127,785.00

Total Public Safety: \$ **710,261.00**

PUBLIC WORKS DIVISION:

Public Works Dept.	\$	141,350.00
Sidewalks	\$	505.00
Street Lighting	\$	38,000.00

Total Public Works: \$ **179,855.00**

OTHER DIVISION:

Planning Commission	\$	3,000.00
Zoning Board of Review	\$	480.00
Community Development	\$	75,450.00
Park Maintenance	\$	103,875.00
Boat Launch	\$	4,225.00
Fringe Benefits	\$	76,129.00
Insurance and Bonds	\$	16,300.00
Transfer to Other Funds	\$	91,984.00

Total Other Division: \$ **371,443.00**

TOTAL G/F APPROPRIATIONS: \$ **1,924,759.00**

NON G/F FUND APPROPRIATIONS

	Fund #		
	Special Revenue Funds (200 Series)		
Major Streets & Trunkline Fund	202	\$	778,767.00
Local Street Fund	203	\$	422,800.00
Fire Authority	206	\$	100,000.00
Cemetery Fund	209	\$	15,625.00
DDA General Appropriations	248	\$	235,770.00
Zoning/Building Inspector	249	\$	29,050.00
Library Fund Appropriations	271	\$	192,850.00
Dock #3 Improvements	273	\$	31,297.00
American Rescue Plan Act	285	\$	-
	Debt Service Funds (300 Series)		
Marina Debt Service	306	\$	84,265.00
Fire Hall Debt Fund	369	\$	126,545.00
City Hall/DPW Improvements	370	\$	54,982.00
	Capital Funds (400 Series)		
Fire Truck Fund	472	\$	225,000.00
DDA Capital Projects	494	\$	-
Boardwalk Program	499	\$	9,840.00
	Proprietary Funds (500 Series)		
Community Center Operations	509	\$	339,990.00
DDA Museum Appropriations	570	\$	145,771.00
Museum Store	571	\$	136,750.00
Golf Course	584	\$	173,948.00
Wastewater Fund	590	\$	1,241,698.00
Water Fund	591	\$	1,292,759.00
Marina	594	\$	457,091.00
Garbage Collection	596	\$	129,200.00
	Internal Funds (600 Series)		
Equipment Fund	641	\$	301,060.00
Office Equipment Pool	664	\$	30,950.00
	Pension & Other Employee Benefits		
Vacation & Sick Leave	729	\$	48,000.00
TOTAL OTHER FUNDS:		\$	6,604,008.00
TOTAL ALL FUNDS APPROPRIATIONS:		\$	8,528,767.00

SECTION II: The amount necessary to be raised ad valorem taxation on all taxable property by the City of St. Ignace is to be \$1,765,882.30 or 18.932 mills based on \$93,275,000 Taxable Value (based on a 1.025 CPI factor) which is hereby authorized to be levied in accordance with provisions of the City Charter and Act 5 of 1982. Of this amount, approximately \$1,540,763 of the levy shall be credited to the General Fund and through capture, \$138,915 credited to the DDA Fund, subject to the final captured Taxable Value of the DDA. The amount of \$93,275 credited for Community Center Operations (not to include DDA portion of one mill) and same amount (\$93,275) credited to the Library. The Major and Local Streets will receive \$122,816.

SECTION III: The Ordinance shall take effect on January 1, 2023.

Andrea Insley, City Clerk/Treasurer

INTRODUCED: 12/05/2022

ADOPTED:

PUBLISHED:

EFFECTIVE: 1/1/2023

**CITY OF ST. IGNACE
RESOLUTION 22-38**

A RESOLUTION ESTABLISHING 2023 CITY OF ST. IGNACE NON-UNION EMPLOYEE WAGES

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

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

WHEREAS: it is the desire of the City Council to, 1. Secure and retain the services of certain employees and to provide inducement for them to remain in such employment, and 2. Make possible full work productivity by assuring adequate compensation for certain employees; now therefore

BE IT RESOLVED: that the St. Ignace City Council does hereby approve the following employees' annual wage increases, effective January 1, 2023, as indicated below:

<u>Employee:</u>	<u>Current Wage:</u>	<u>2023 Wage:</u>
City Manager, Darcy D. Long	\$75,000	
Assistant to the City Mgr., Stephanie Baar	\$41,000	
Clerk/Treasurer, Andrea Insley	\$48,967.04	
Marina Director, Joe Stearns	\$35,000	
Golf Course Manager, Kurt Ney	\$33,500	
Recreation Director, Margaret Mieske	\$40,000	
Events/Program Coordinator, Hannah Tropiano	\$36,000	
DPW Director, William Fraser	\$60,508.07	
Fire Chief, Nicholas Montie	\$18,800	\$19,750
Assistant Fire Chief, Matt Bowlby	\$3,075.48	

FURTHER BE IT

RESOLVED: that the City Council does hereby agree to the terms and conditions as set forth in the "Contract Agreements" dated January 1, 2023 between the respective parties.

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, December 5, 2022, at 7:00 p.m.



City of St. Ignace Downtown Development Authority
396 North State
St. Ignace, MI 49781
(906)643-8252
Smarshall@cityofstignace.com

November 29th, 2022

RE: Favorite Dock Boardwalk Improvement

To: City Manager; City Council

The City of St. Ignace and the St. Ignace Downtown Development Authority are jointly working on boardwalk improvement. The Favorite Dock section which starts from the Secretary of State and extends to Connor Park is deteriorated and needs to be replaced.

Arnold Freight would like to do the work of removing the rotten boardwalk. Arnold Freight has the equipment and the man power to accomplish this task. Arnold Freight is the property owner and they would be allowing the city to use their lot as a staging ground for this project. We have a fantastic relationship with Arnold Freight and it is important to keep building these relationships so we can support each other in the community. This relationship is especially important regarding boardwalk lease agreements.

Arnold Freight submitted a quote of \$6,200 for the removing this section of boardwalk. There is money in the boardwalk fund to cover these expenses. We recently received \$57,000 of local donations for boardwalk improvement. The DDA recently submitted a grant to the Michigan Economic Development Corporation. If this grant is approved, MEDC will match all donations to the boardwalk improvement project.

On Monday November 28th, Jim North, Billy Fraser and myself met with Arnold Freight to discuss the project. It is our recommendation to allow Arnold Freight to do the aforementioned work. Arnold Freight would like to begin work on Monday December 5th, 2022. It is important to get this section of work done as soon as possible since this is a working dock for Arnold Freight and there is a narrow window of opportunity to get this work done before snow is an issue and before it needs to be operating in the spring.

I appreciate your time and consideration in this matter.

Respectfully,

Scott Marshall

City of St. Ignace Downtown Development Authority Director

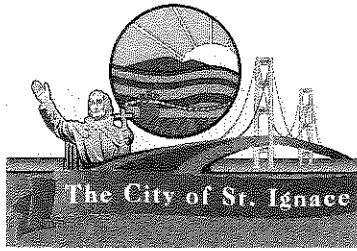
BID MEMO

JOB	FAVORITE DOCK PARKING LOT	BID #	
ADDRESS	380 FERRY LN	DATE	
FIRM	ARNOLD FRIEGHT	PREPARED BY	Steve Becker
ADDRESS	PO BOX 374	APPROVED BY	
TYPE OF WORK	DEMOLITION OF EXISTING BOARDWALK	PHONE	906.430.4739

WORK INCLUDED	AMOUNT OF BID
DEMOLITION OF EXISTING BOARDWALK AND DISPOSE, REMOVAL OF LIGHTING & TREES	
MACHING TIME OF OPERATOR . \$125.00 hr. LABORER	1200
TOTAL BID 6,200	

EXCLUSIONS AND QUALIFICATIONS

ACKNOWLEDGEMENT OF ADDENDA:	TAX	
DELIVERY	EXCLUDED	
	INCLUDED	
RECEIVED BY		



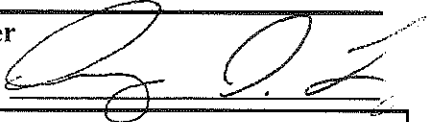
City of St. Ignace, MI

Staff Report

Agenda Date: 12/5/2022

Presenter: City Clerk/Treasurer

Department: Clerk-Payroll

Darcy D. 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:

OPEB Actuarial Valuation Services 2022-23

BACKGROUND:

Agreements are in two-year periods. Jefferson Solutions Inc (JEFSI) at \$4,150 for the 2022-23 reporting remains the most cost efficient of the three bids. Watkins Ross (Grand Rapids) \$5,300 and Gabriel, Roder & Smith (Southfield) \$5,375 were provided in 2019.

FISCAL EFFECT:

JEFSI will invoice the City in 2022 for \$2,075 and 2023 for \$2,075. The 2023 audit may require additional reporting if a certain scope of changes have been experienced, which could trigger additional expense.

SUPPORTING DOCUMENTATION:

See attached proposal from JEFSI for 2022-23.

RECOMMENDATION:

Jefferson Solutions Inc

JEFFERSON SOLUTIONS, INC.
14 Brittany Oaks, Clifton Park New York 12065
518-461-7805
Ray.Cerrone@JEFSI.Com
www.JEFSI.Com

November 15, 2022

Ms. Andrea Insley, City Clerk/Treasurer
City of Saint Ignace

Re: GASB 75 Report - Actuarial Valuation - December 31, 2022

Dear Andrea:

Thank you for contacting Jefferson Solutions. As we discussed, I am providing you with a quote for a GASB 75 actuarial valuation.

We look forward to the opportunity to assisting you in developing a valuation under GASB 75. This letter outlines our understanding of the terms and objectives of our engagement.

We plan to start the engagements on or about January 17, 2023 and (unless unforeseeable problems are encountered) complete the engagement by March 31, 2023. We will analyze the underlying demographic data along with summary plan descriptions to determine your organizations liability under GASB 75. The purpose of our engagement is to calculate your City's full OPEB liability and determine the annual required contributions and annual accrued liability. Our combined report will include all information required for disclosure in the City's financial statements for the two years ending December 31, 2022 and December 31, 2023. Results for December 31, 2023 will be estimated based on the December 31, 2022 discount rate and may require a roll-forward if there is a material change.

The following reflects the scope of services to be provided to the City. Jefferson Solutions will:

1. Conduct a telephone conference as necessary to plan the project and make necessary decisions and report progress with regard to conduct of the analysis as well as educate City staff on the GASB 75 requirements.
2. Analyze the data to assess any inconsistencies and make recommendations for enhancing data quality.
3. Planning with City – Review plan provisions, discuss and select actuarial assumptions and agree on a project plan.
4. Prepare an actuarial valuation following GASB 75 standards.
5. The GASB 75 analysis will include all applicable City employees and retirees. Our report will include:
 - a. An Actuarial Valuation Opinion.
 - b. An Executive Summary presenting key results and figures.

- c. Summary of Actuarial Valuation Results. This section will provide a summary of the actuarial valuation results.
- d. Summary of Assets (if applicable).
- e. Development of Total OPEB Liability. This section will show the development of the Total OPEB Liability which is to be accrued to date.
- f. Actuarial Experience. This section will illustrate the actuarial gains and losses that arise from experience different from that previously assumed, changes in actuarial assumptions and methods, and changes in program provisions.
- g. Development of Fiscal Year Expense. This section will illustrate the development of the expected OPEB expense under GASB No. 75 for fiscal year ending December 31, 2023 and actual OPEB expense for fiscal year ended December 31, 2022.
- h. Schedule of Deferred Outflows and Deferred Inflows of Resource as required for disclosure in the organizations footnotes.
- i. 10-Year Projection of Employer Benefit Payments (as applicable).
- j. Assumption Sensitivity. This section will provide information about the sensitivity of the Total OPEB Liability to certain assumptions made in this actuarial valuation; primarily healthcare inflation trends and discount rate.
- k. Summary of Demographic Information showing relevant information about the population included in the valuation.
- l. A summary of Program Provisions illustrating the overall eligibility provisions for retiree health coverage, graduated eligibility provisions, the various plans offered by the organization, and Medicare integration methods by plan.
- m. Summary of actuarial methods and actuarial assumptions detailing the assumptions used to determine the organizations OPEB cost and obligation.
- n. Glossary of key terms used in the report.

In performing our engagement, we will be relying on the accuracy and reliability of information provided by the City. We will not audit, the information. Please also note that our engagement cannot be relied on to disclose errors, fraud, or other illegal acts that may exist. The procedures we perform in our engagement will be heavily influenced by the representations that we receive from City personnel.

You agree to assume all management responsibilities for the actuarial services we provide; you will oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; you will evaluate the adequacy and results of the services; and you will accept responsibility for them.

Jefferson Solutions shall retain all rights, title, and interest (including, without limitation, all copyrights, patents, service marks, trademarks, trade secret, and other intellectual property rights) in and to all technical or internal designs, methods, ideas, concepts, know-how, techniques, generic documents, and templates that have been previously developed by Jefferson Solutions or developed during the course of the provision of the Services, provided such generic documents or templates do not contain any Plan Sponsor Confidential Information or proprietary data. Rights and ownership by Jefferson Solutions of original technical designs, methods, ideas, concepts, know-how, and techniques shall not extend to or include all or any part of the Plan Sponsor's proprietary data or Plan Sponsor Confidential Information.

To the extent that Jefferson Solutions may include in the materials any pre-existing Jefferson Solutions proprietary information or other protected Jefferson Solutions materials, Jefferson Solutions agrees that Plan Sponsor shall be deemed to have a fully paid up license to make copies of the Jefferson Solutions-owned materials as part of this engagement for its internal business purposes and provided such materials cannot be modified or distributed outside the Plan Sponsor without the written permission of Jefferson Solutions. Notwithstanding anything herein to the contrary, the parties acknowledge that the City of Saint Ignace is a municipality in the State of Michigan and will comply with all Freedom of Information Laws and other laws requiring disclosure of public documents. Nothing in this contract shall be read to restrict the City's obligations concerning disclosure of public documents.

In the event of any dispute arising out of or relating to the engagement of Jefferson Solutions by Plan Sponsor, the parties agree first to try in good faith to settle the dispute voluntarily with the aid of an impartial mediator who will attempt to facilitate negotiations. A dispute will be submitted to mediation by written notice to the other party or parties. The mediator will be selected by agreement by the parties. If the parties cannot agree on a mediator, a mediator will be designated by the American Arbitration Association at the request of a party.

The mediation will be treated as a settlement discussion and therefore will be confidential. Any applicable statute of limitations will be tolled during the pendency of the mediation. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

If the dispute has not been resolved within 60 days after the written notice beginning the mediation process (or a longer period, if the parties agree to extend the mediation), the mediation will terminate, and the dispute will be resolved by final and binding arbitration under the Commercial Arbitration Rules of the American Arbitration Association. The arbitration will take place before a panel of three arbitrators. Within 30 days of the commencement of the arbitration, each party will designate in writing a single neutral and independent arbitrator. The two arbitrators designated by the parties will then select a third arbitrator. The arbitrators will have a sufficient background in employee benefits, actuarial science, or law. The arbitrators will have the authority to permit limited discovery, including depositions, prior to the arbitration hearing, and such discovery will be conducted consistent with the Federal Rules of Civil Procedure. The arbitrators will have no power or authority to award punitive or exemplary damages. The arbitrators may, in their discretion, award the cost of the arbitration, including reasonable attorney fees, to the prevailing party. Any award made may be confirmed in any court having jurisdiction. Any arbitration shall be confidential, and except as required by law, neither party may disclose the content or results of any arbitration hereunder without the consent of the other party.

Our fees for these services will not exceed \$4,150¹ for the December 31, 2022 report. Results for December 31, 2023 will be estimated based on the December 31, 2022 discount rate and may require a roll-forward if there is a material change; please consult with your auditors to make this determination.

Our fee is inclusive of all travel and other out-of-pocket costs such as report production, word processing, postage, etc. The fee estimate is based on anticipated cooperation from your personnel and the assumption that the City will be able to provide us with all required data in an electronic format. Our invoices will be presented electronically at the conclusion of the engagement. We reserve the right to bill 50% of the fee upon delivery of the draft report and the balance when the final

¹ Please advise us if benefits have changed from the Prior Year, this could result in a revised fee arrangement.

report is delivered. Payment is due within 30 days of the invoice submission. Should the fee remain unpaid past the 30 day due date, we will issue invoices each 30 days with a \$100 additional invoicing fee.

We appreciate the opportunity to be of service to you and believe that this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy to confirm your understanding, and return it to us.

Sincerely,



Raymond R. Cerrone CPA²

RESPONSE:

This letter correctly sets forth the understanding of City of Saint Ignace.

Signature

Date

Name

Title

² Please advise us if benefits have changed from the Prior Year, this could result in a revised fee arrangement.

CITY OF ST IGNACE COUNCIL MEETING
 INVOICES FOR APPROVAL
 MONDAY, DECEMBER 5, 2002

Vendor	Description	Amount
BAM TOOLS	CUT OFF WHEELS/BRUSH	234.19
BAM TOOLS	MASTER SET/VACUUM/CIRCULAR SAW	378.81
BELONGA EXCAVATING, LLC	MAJOR STREETS	1,520.00
BELONGA EXCAVATING, LLC	WTR LINE BACKHOE RENTAL	760.00
BFMC INC	WATER BILL STOCK	1,204.68
GREGORY ROWAN & KIMBERLY ROWAN	DEFAULT JUDGEMENT-FILE	1,325.00
USA BLUEBOOK/HD SUPPLU	REAGON STREET FLOAT REPAIR	167.77
JAMES WEST	WATER PLANT ROOF REPLACEMENT	40,813.49
KSS ENTERPRISES	LITTLE BEAR EAST	97.76
KSS ENTERPRISES	LITTLE BEAR EAST	79.89
MARGARET MIESKE	LBE-CRAFT SUPPLIES	201.83
MARK & SONS PLUMBING & HEATING	LBE PARK-WINTERIZE	150.00
MEYER ACE HARDWARE	NOVEMBER 2022 STATEMENT	603.44
MICHAEL RICHARD LAMB	COUNCIL NAMEPLATES	20.00
MICHIGAN MUNICIPAL LEAGUE	440-SIPD CHIEF AD	53.76
NATIONAL OFFICE PRODUCTS	NOVEMBER 2022 STATEMENT	885.43
R & R FIRE TRUCK REPAIR	SIFD-QRTLY MAINTENANCE	255.98
SAULT PRINTING COMPANY	OCTOBER 2022 STATEMENT	83.62
STATE OF MICHIGAN	MARINA RESERVATION CANCELLATION	66.14
TELE-RAD INC	SIPD UNIFORMS	434.35
WOLVERINE POWER SYSTEMS	SAI011	525.00
	Total:	49,861.14

EXPENSES BY FUND

MONDAY, DECEMBER 5, 2022

101	\$1,958.80	GENERAL FUND
202	\$1,520.00	MAJOR STREETS
248	\$24.99	DDA
249	\$1,000.00	BUILDING INSPECTOR
408	\$150.00	LBE PARK CONSTRUCTION
509	\$600.12	COMMUNITY CENTER
570	\$182.17	MUSEUM OPERATIONS
571	\$79.23	MUSEUM STORE
590	\$72.95	WASTEWATER
591	\$43,029.26	WATER
594	\$66.14	MARINA
641	\$825.86	EQUIPMENT
664	\$351.62	CENTRAL EQUIPMENT
TOTAL:	\$49,861.14	

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/02/2022	AP	BAM TOOLS OPERATING SUPPLIES Vnd: 3382 Invoice: 36758 Expected Check Run: 12/02/2022	Invoice: 36758 Ref#: 64358 (CUT OFF WHEELS/BRUSH SET/LADDER/BATTERY) 641-581-750.000 641-000-202.000	234.19	234.19

12/02/2022	AP	BAM TOOLS OPERATING SUPPLIES Vnd: 3382 Invoice: 36433 Expected Check Run: 12/02/2022	Invoice: 36433 Ref#: 64359 (MASTER SET/VACUUM/CIRCULAR SAW) 641-581-750.000 641-000-202.000	378.81	378.81
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12/02/2022	AP	BELONGA EXCAVATING, LLC CONTRACTED SERV Vnd: 3031 Invoice: 4327 Expected Check Run: 12/02/2022	Invoice: 4327 Ref#: 64371 (MAJOR STREETS) 202-463-818.000 202-000-202.000	1,520.00	1,520.00
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12/02/2022	AP	BELONGA EXCAVATING, LLC CONTRACTED SERV Vnd: 3031 Invoice: 4325 Expected Check Run: 12/02/2022	Invoice: 4325 Ref#: 64372 (WTR LINE BACKHOE RENTAL) 591-552-818.000 591-000-202.000	760.00	760.00
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12/02/2022	AP	BPMC INC PRINT & PUBLISH Vnd: 1893 Invoice: 25921 Expected Check Run: 12/02/2022	Invoice: 25921 Ref#: 64361 (STI00010) 591-550-900.000 591-000-202.000	1,204.68	1,204.68
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12/02/2022	AP	GREGORY ROWAN & KIMBERLY ROWAN SUNDRY REFUNDS/REIMBURSEMENTS REFUNDS/REIMBURSEMENTS Vnd: 2415 Invoice: REIMBURSEMENT Vnd: 2415 Invoice: REIMBURSEMENT Expected Check Run: 12/02/2022	Invoice: REIMBURSEMENT Ref#: 64360 (DEFAULT JUDGEMENT-FILE 2022-8723-CZ) 101-268-956.000 249-702-964.000 249-702-964.000 101-000-202.000 249-000-202.000	1,204.68	1,204.68
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12/02/2022	AP	HD SUPPLY FACILITIES MAINTENANCE LT CONTRACTED SERV Vnd: 1337 Invoice: 169228 Expected Check Run: 12/02/2022	Invoice: 169228 Ref#: 64368 (922837) 591-553-818.000 591-000-202.000	167.77	167.77
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12/02/2022	AP	Expected Check Run: 12/02/2022		1,325.00	1,325.00
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PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/02/2022	AP	JAMES WEST CAPITAL OUTLAY EQUIP Vnd: 2451 Invoice: 11/17/2022	Invoice: 11/17/2022 Ref#: 64362 (WATER PLANT ROOF REPLACEMENT) 591-553-977.000 591-000-202.000	40,813.49	40,813.49
		Expected Check Run: 12/02/2022			
12/02/2022	AP	KSS ENTERPRISES OPERATING SUPPLIES Vnd: 0774 Invoice: 1433661-1	Invoice: 1433661-1 Ref#: 64369 (LITTLE BEAR EAST) 509-761-750.000 509-000-202.000	97.76	97.76
		Expected Check Run: 12/02/2022			
12/02/2022	AP	KSS ENTERPRISES OPERATING SUPPLIES OPERATING SUPPLIES Vnd: 0774 Invoice: 1433661	Invoice: 1433661 Ref#: 64370 (LITTLE BEAR EAST) 509-763-750.000 509-761-750.000 509-000-202.000	97.76 58.83 21.06	97.76
		Expected Check Run: 12/02/2022			
12/02/2022	AP	MARGARET MIESKE PROGRAM EXPENSES Vnd: 3490 Invoice: REIMBURSEMENT	Invoice: REIMBURSEMENT Ref#: 64376 (LBE-CRAFT SUPPLIES) 509-753-750.000 509-000-202.000	79.89 201.83	79.89
		Expected Check Run: 12/02/2022			
12/02/2022	AP	MARK & SONS PLUMBING & HEATING LLC CONTRACTED SERV Vnd: 0674 Invoice: 5632	Invoice: 5632 Ref#: 64374 (LBE PARK-WINTERIZE) 408-771-818.000 408-000-202.000	201.83 150.00	201.83
		Expected Check Run: 12/02/2022			
				150.00	150.00

Post Date Journal Description GL Number DR Amount CR Amount

12/02/2022 AP MEYER ACE HARDWARE Invoice: NOVEMBER 2022 Ref#: 64357(137)

OFFICE SUPPLIES	248-743-751.000	16.99	
BLDG. MAINT SUPPLIES	101-336-776.000	42.42	
OPERATING SUPPLIES	590-541-750.000	72.95	
EQUIP MAINT SUPP	591-552-778.000	31.56	
OPERATING SUPPLIES	591-551-750.000	27.76	
REPAIR & MAINT SUPP	570-804-775.000	42.98	
OPERATING SUPPLIES	570-804-750.000	67.96	
OPERATING SUPPLIES	641-582-750.000	25.97	
EQUIP MAINT SUPP	641-582-778.000	138.92	
OPERATING SUPPLIES	641-581-750.000	47.97	
OPERATING SUPPLIES	509-762-750.000	33.98	
CAPITAL OUTLAY EQUIP	509-762-977.000	44.99	
EQUIP MAINT SUPP	509-762-778.000	8.99	
Vnd: 0004 Invoice: NOVEMBER 2022	248-000-202.000		16.99
Vnd: 0004 Invoice: NOVEMBER 2022	101-000-202.000		42.42
Vnd: 0004 Invoice: NOVEMBER 2022	590-000-202.000		72.95
Vnd: 0004 Invoice: NOVEMBER 2022	591-000-202.000		59.32
Vnd: 0004 Invoice: NOVEMBER 2022	570-000-202.000		110.94
Vnd: 0004 Invoice: NOVEMBER 2022	641-000-202.000		212.86
Vnd: 0004 Invoice: NOVEMBER 2022	509-000-202.000		87.96
Expected Check Run: 12/02/2022		603.44	603.44

12/02/2022 AP MICHAEL RICHARD LAMB Invoice: 6493 Ref#: 64366(COUNCIL NAME PLATES)

OPERATING SUPPLIES	101-101-750.000	20.00	
Vnd: 2631 Invoice: 6493	101-000-202.000		20.00
Expected Check Run: 12/02/2022		20.00	20.00

12/02/2022 AP MICHIGAN MUNICIPAL LEAGUE Invoice: 25688 Ref#: 64367(440-SIPD CHIEF AD)

PRINT & PUBLISH	101-301-900.000	53.76	
Vnd: 0154 Invoice: 25688	101-000-202.000		53.76
Expected Check Run: 12/02/2022		53.76	53.76

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

12/02/2022	AP	NATIONAL OFFICE PRODUCTS	Invoice: NOVEMBER Ref#: 64356(101067)				
		CONTRACTED SERV	101-257-831.000	8.00			
		EQUIPMENT REPAIRS & MAINT	664-233-932.000	133.00			
		OPERATING SUPPLIES	101-172-750.000	24.00			
		CONTRACTED SERV	571-807-818.000	8.00			
		CONTRACTED SERV	509-762-818.000	8.00			
		CONTRACTED SERV	509-761-818.000	8.00			
		CONTRACTED SERV	509-753-818.000	8.00			
		CONTRACTED SERV	101-336-831.000	24.00			
		CONTRACTED SERV	248-743-818.000	8.00			
		CONTRACTED SERV	101-215-831.000	32.00			
		CONTRACTED SERV	591-552-818.000	8.00			
		CONTRACTED SERV	591-551-818.000	8.00			
		CONTRACTED SERV	591-550-831.000	8.00			
		EQUIPMENT REPAIRS & MAINT	101-301-932.000	24.00			
		OFFICE SUPP	570-804-728.000	71.23			
		OFFICE SUPPLIES	571-897-751.000	71.23			
		OFFICE SUPPLIES	101-234-751.000	15.19			
		OFFICE SUPPLIES	101-234-751.000	175.10			
		OFFICE SUPP	509-762-728.000	108.68			
		EQUIPMENT REPAIRS & MAINT	664-233-932.000	135.00			
		Vnd: 0163 Invoice: NOVEMBER	101-000-202.000	302.29			
		Vnd: 0163 Invoice: NOVEMBER	664-000-202.000	268.00			
		Vnd: 0163 Invoice: NOVEMBER	571-000-202.000	79.23			
		Vnd: 0163 Invoice: NOVEMBER	509-000-202.000	132.68			
		Vnd: 0163 Invoice: NOVEMBER	248-000-202.000	8.00			
		Vnd: 0163 Invoice: NOVEMBER	591-000-202.000	24.00			
		Vnd: 0163 Invoice: NOVEMBER	570-000-202.000	71.23			
		Expected Check Run: 12/02/2022		885.43			885.43

12/02/2022	AP	R & R FIRE TRUCK REPAIR	Invoice: 64034 Ref#: 64365(SIFD-QRTLY MAINTENANCE)				
		EQUIP MAINT, FIRE	101-336-939.000	255.98			
		Vnd: 2038 Invoice: 64034	101-000-202.000	255.98			
		Expected Check Run: 12/02/2022		255.98			255.98

12/02/2022	AP	SAULT PRINTING COMPANY	Invoice: OCTOBER 2022 Ref#: 64363(21507)				
		EQUIPMENT REPAIRS & MAINT	664-233-932.000	69.92			
		EQUIPMENT REPAIRS & MAINT	664-233-932.000	13.70			
		Vnd: 0198 Invoice: OCTOBER 2022	664-000-202.000	83.62			
		Expected Check Run: 12/02/2022		255.98			255.98

12/02/2022	AP	STATE OF MICHIGAN	Invoice: 751-11022243 Ref#: 64375(MARINA RESERVATION CANCELLATION)				
		MOORAGE/TRANSIENT	594-000-669.000	66.14			
		Vnd: 0240 Invoice: 751-11022243	594-000-202.000	66.14			
		Expected Check Run: 12/02/2022		83.62			83.62

PROOF ONLY - JOURNAL ENTRIES NOT CREATED
 GL Number

Post Date	Journal	Description	DR Amount	CR Amount
12/02/2022	AP	TELE-RAD INC	434.35	434.35
		UNIFORMS		
		Vnd: 3200 Invoice: 907990		
		Expected Check Run: 12/02/2022		
		Invoice: 907990 Ref#: 64373(56447-00)		
		101-301-755.000		
		101-000-202.000		

12/02/2022	AP	WOLVERINE POWER SYSTEMS	434.35	434.35
		CONTRACTED SERV		
		Vnd: 1880 Invoice: 0240555-IN		
		Expected Check Run: 12/02/2022		
		Invoice: 0240555-IN Ref#: 64364(SAT011)		
		101-336-831.000		
		101-000-202.000		

Cash/Payable Account Totals:

ACCOUNTS PAYABLE	101-000-202.000	525.00	525.00
ACCT PAYABLE	202-000-202.000	49,861.14	49,861.14
ACCOUNTS PAYABLE	248-000-202.000		1,958.80
ACCOUNTS PAYABLE	249-000-202.000		1,520.00
ACCOUNTS PAYABLE	408-000-202.000		24.99
ACCOUNTS PAYABLE	509-000-202.000		1,000.00
ACCOUNTS PAYABLE	570-000-202.000		150.00
ACCOUNTS PAYABLE	571-000-202.000		600.12
ACCOUNTS PAYABLE	590-000-202.000		182.17
ACCOUNTS PAYABLE	591-000-202.000		79.23
ACCOUNTS PAYABLE	594-000-202.000		72.95
ACCOUNTS PAYABLE	641-000-202.000		43,029.26
ACCOUNTS PAYABLE	664-000-202.000		66.14
ACCT PAYABLE			825.86
ACCT PAYABLE			351.62
TOTAL INCREASE IN PAYABLE:			49,861.14

Streets Committee 11-30-22 10:00 am City Council Chambers

Present: Robert St. Louis, Bill Fraser, Brian Olsen, Steve Paquin, and Scott Marshall

Absent: Bryce Tracy, Paul Fullerton

Staff Present: City Manager Darcy Long and Assistant to the City Manager Stephanie Baar

Meeting was called to order at 10:00 a.m.

Bill and Brian compiled cost estimates for needed road repairs, avoiding areas that need new water/sewer infrastructure.

Eight projects are presented, totaling \$655,945.00. Five are on major streets, three are on local streets. The City will approach other organizations for funding assistance.

Discuss with the DDA options and funding for repairing the blocks in the DDA district that connect State Street to the railroad grade.

There is a limit on how much money can be transferred from Major Streets to Local Streets—will look into what the maximum amount is and adjust transfers within that limit.

The committee would like to look at options for having certain local streets reclassified as major streets, due to their current use and connectivity. Will contact MDOT for information.

Currently, millage money is split evenly between major and local streets, though this is not required. More money should go to the Local Streets fund, as the Major Streets fund receives more Act 51 money.

The money collected from the millage should be put into a Capital Fund to ensure it is used solely for reconstruction projects, rather than maintenance and repair.

Bill will begin the process of collecting bids for the proposed projects, with a contractor to be approved by the Council and work to begin in the Spring.

The next meeting will be held on Wednesday, January 25th at 10:00am.

Meeting adjourned at 11:30 a.m.