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Topic: City Council Meeting

Time: May 16, 2022 07:00 PM Eastern Time (US and Canada)

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**CITY COUNCIL MEETING**

St. Ignace, Michigan

Monday, May 16, 2022 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID: 880 1219 9404

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

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Roll Call
- 5) PUBLIC HEARINGS—Water & Wastewater System Improvements
- 6) Additions to Agenda
- 7) Public Comment Regarding Agenda Items (2-minute limit)
- 8) Consideration of Minutes of May 02, 2022
- 9) Old Business
  - A. EUPConnect Collaborative Update
- 10) New Business
  - A. Proclamation—Jim Clapperton
  - B. Special Event Resolution—Brew Bash
  - C. FD AED Purchase
  - D. Budget Amendments
  - E. Financials
  - F. Council Vacancy
- 11) Consideration of Bills
- 12) Public Comment Regarding Non-Agenda Items (3-minute limit)
- 13) City Manager’s Report
- 14) Committee Reports
  - A. SAEMS Minutes
  - B. Finance Committee
- 15) Council Member Comments

***City of St. Ignace is an equal opportunity employer and provider  
TDD (800) 649-3777***

## **NOTICE OF PROJECT PLAN PUBLIC HEARING**

The City of St. Ignace will hold a public hearing on the proposed Phase I – Water System Improvements project for the purpose of receiving comments from interested persons.

The hearing will be held at 7 p.m. on Monday, May 16th at the following location: St. Ignace City Hall, 396 N State Street, St. Ignace, MI

The purpose of the proposed project is to rehabilitate the City's water distribution facilities including storage tanks, pump stations, and the water treatment plant. This rehabilitation will improve the performance to meet present day regulatory standards, and replace outdated and deteriorated treatment systems to minimize long term operation costs.

Project construction will involve Replacement and rehabilitation of Water Treatment Plant components located at 999 Church St. and Shore well components located at East end of Bertrand St. within City limits. Inspection, coatings, and general rehabilitation will be conducted on the Evergreen Shores, Marley St., and Second St. elevated storage tanks. Additional water distribution system replacement, consisting of ~23,000 LF of water main replacement, new water services to curb stop, including replacement of any disturbed lead services, and associated restoration.

Impacts of the proposed project include short term construction related impacts and financial impacts to the City's water system users. No significant long term adverse impacts are anticipated on either cultural or environmentally sensitive resources.

The estimated cost to users for the proposed project will be approximately \$11.25 million total project costs with costs to individual users dependent on the level and type of project financing that can be secured by the City for the project. The City intends to pursue project financing with the goal of minimizing impact to the system users.

Copies of the plan detailing the proposed project are available for inspection at the following location(s):

A physical copy is available at the City Hall in the City Clerk's Office:

396 N State Street

St. Ignace, MI 49781

An electronic PDF is available on the City of St. Ignace website at

<https://www.cityofstignace.com/mayor-council/events/4976>

Written comments received before the hearing record is closed on 2 p.m. on Monday, May 16<sup>th</sup>.

will receive responses in the final project plan. Written comments should be sent to:

City of St. Ignace Manager's Office

C/O Darcy Long, City Manager

396 N State Street

St. Ignace, MI 49781

## NOTICE OF PROJECT PLAN PUBLIC HEARING

The City of St. Ignace will hold a public hearing on the proposed Phase I – Wastewater Improvements project for the purpose of receiving comments from interested persons.

The hearing will be held at 7 p.m. on Monday, May 16th at the following location: St. Ignace City Hall, 396 N State Street, St. Ignace, MI

The purpose of the proposed project is to replace sanitary sewer. The sewer being replaced is nearing the end of its useful life, has structural issues, and will reduce maintenance issues including backups.

Project construction will involve replacement of ~8,500 LF of sanitary sewer.

Impacts of the proposed project include short term construction related impacts and financial impacts to the City's wastewater system users. No significant long term adverse impacts are anticipated on either cultural or environmentally sensitive resources.

The estimated cost to users for the proposed project will be approximately \$3.5 million total project costs with costs to individual users dependent on the level and type of project financing that can be secured by the City for the project. The City intends to pursue project financing with the goal of minimizing impact to the system users.

Copies of the plan detailing the proposed project are available for inspection at the following location(s):

A physical copy is available at the City Hall in the City Clerk's Office:

396 N State Street  
St. Ignace, MI 49781

An electronic PDF is available on the City of St. Ignace website at

<https://www.cityofstignace.com/mayor-council/events/4976>

Written comments received before the hearing record is closed on 2 p.m. on Monday, May 16<sup>th</sup>. will receive responses in the final project plan. Written comments should be sent to:

City of St. Ignace Manager's Office  
C/O Darcy Long, City Manager  
396 N State Street

St. Ignace, MI 49781

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

A Regular Meeting of the St. Ignace City Council was held on Monday, May 2, 2022, in the City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available. The meeting was called to order at 7:00 p.m. by Mayor LaLonde, followed by the Pledge of Allegiance. Councilmember Williford gave the invocation.

**PRESENT FROM CITY COUNCIL:** Councilmembers Clapperton (via Zoom – approved 2/7/22), Fullerton, Cronan, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

**ABSENT:** None.

**STAFF PRESENT:** Darcy Long, City Manager; Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Charles Palmer, City Attorney; Tony Brown, Police Chief; Joe Rogers, Police Officer; Scott Marshall, DDA Director; Morgan Mills, Recreation Director.

**PUBLIC HEARING – LEASE OF CITY PROPERTY DOCK #3**

Mayor LaLonde announced the Public Hearing was being held with regards to leasing City property to Mackinac Island Ferry Company, LLC d/b/a Arnold Freight Company.

It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to consider the Dock 3 Lease Resolution with discussion during the Public Comment and consideration during Old Business.

**Roll Call Vote**

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

No: None.

At this time, it was moved by Councilmember Pelter, seconded by Councilmember Cronan, to open the Public Hearing at 7:04 p.m.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

Public comment was received by City of St. Ignace residents, Mackinac Island City Council members, as well as Arnold Freight and Carriage Tours' management.

After a lengthy period of discussion, it was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Cronan, to close the Public Hearing at 8:20 p.m.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

## **ADDITIONS TO THE AGENDA**

Mayor LaLonde – Fire Department purchase.

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

No public comment was received.

## **CONSIDERATION OF MINUTES OF THE APRIL 18, 2022, REGULAR COUNCIL MEETING AND APRIL 25, 2022, SPECIAL COUNCIL MEETING:**

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem St. Louis, to approve the minutes from the April 18, 2022, Regular Council meeting, and April 25, 2022, Special Council meeting, as presented.

### **Roll Call Vote**

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

No: None.

Motion carried unanimously.

## **OLD BUSINESS**

### **DOCK 3 USE AGREEMENT & RESOLUTION**

At this time, it was moved by Councilmember Fullerton, seconded by Councilmember Cronan, to reconsider and postpone the Dock 3 Use Agreement & Lease Resolution.

### **Roll Call Vote:**

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

No: None.

Absent: None.

Motion carried unanimously.

## **NEW BUSINESS**

### **A. MICHIGAN FRATERNAL ORDER OF POLICE (FOP) CONTRACT**

City Manager Long informed Council that, after several months of negotiations with new Union representation, the Police Department has presented a completed contract with the FOP. The document presented displayed both redacted prior language and highlighted current language. Councilmember Pelter requested clarification regarding the following:

Article 21 – FMLA leave is considered Federal Regulation;

Article 34 – the Vacation Earning Rate is considered in hours by years-of-service;

Article 46 Uniforms – only the first paragraph regarding allowance is included;

Article 33 Holiday Provisions – Section D not identified correctly.

City Clerk/Treasurer Insley also requested verification of the consideration of retroactive pay from January 1st, as well as retroactive leave accrual/pay and holiday pay.

At this time, it was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve the FOP Contract with the changes as explained by Officer J. Rogers, FOP Union Steward.

### **Roll Call Vote:**

Yes: Councilmembers Clapperton, Cronan, Fullerton, Mayor LaLonde, Councilmember Pelter,



Mayor Pro-Tem St. Louis and Councilmember Williford.  
No: None.  
Motion carried unanimously.

**B. MOWING BIDS**

City Manager Long informed Council of the mowing bid received from Precision Edge Outdoor Services for a cost of \$1,140 per mow for the areas that include the Fire Hall lawn, LBE and ballfields, McCann field, Lake Street courts and Truckey Street tennis courts. Recreation Director Mills recommended accepting the bid, as current Little Bear East staff is not capable of taking on those duties.

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve accepting the mowing bid from Precision Edge Outdoor Services for \$1,140 per mow for two years.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**ADDITION TO THE AGENDA**

**Mayor LaLonde – Fire Department Purchase.**

Mayor LaLonde presented Council with the Fire Department’s request to purchase rope rescue equipment using the Sault Tribe’s 2% contributions. Three bids were received: one from Witmer for a cost of \$4,999; one from Pomasl for \$7,895; and one from CMC Pro for \$8,006. It was the Fire Department’s recommendation to purchase the equipment from Witmer for the lowest bid.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve the lowest bid for the rope rescue equipment from Witmer for \$4,999.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**CONSIDERATION OF BILLS**

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve paying the bills in the amount of \$40,487.97.

APS WATER SERVICES CORPORATION	113.48
BS & A SOFTWARE	4,214.00
C2AE	3,874.33
ETNA SUPPLY COMPANY	9,887.96
FERGUSON WATERWORKS #3386	297.25
GREAT LAKES COCA-COLA DISTRIBUTION	226.20
HAWKINS	3,927.43
HYDRITE CHEMICAL CO	11,361.31
JOSEPH STEARNS	293.83

KSS ENTERPRISES	775.51
LEVERING SPORTS INC	222.75
MICHAEL RICHARD LAMB	485.00
NCL OF WISCONSIN INC	229.61
NORTHERN LIGHTS FAMILY OUTFITTERS	155.00
OSCAR W LARSON	190.00
PARAGON LABORATORIES, INC	223.40
R & R FIRE TRUCK REPAIR	241.98
RUDYARD ELECTRICAL SERVICE INC	260.00
SYNCB/AMAZON	325.30
TOM H EVASHEVSKI P L L C	270.00
WESLEY H MAURER JR	42.51
WITMER PUBLIC SAFETY GROUP INC	2,871.12
Grand Total:	\$40,487.97

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

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

No public comment was received.

**CITY MANAGER’S REPORT**

City Manager Long reported to Council that he has met with various people regarding the repair and replacement of the boardwalk, seeking opportunities for financial assistance. DDA Director Marshall presented a slide show of some of the worst areas of the boardwalk, suggesting different types of surface replacement in certain areas. Mr. Marshall proposed to plan a maintenance schedule with DPW staff when available and pursue grants and contributions from various entities, as well as update easements.

**COMMITTEE REPORTS**

Finance/Utility Committee – Monday, May 2<sup>nd</sup> 10:30 a.m.

City Manager Long stated the Marina has been notified by the Coast Guard to replace a red strobe light at the entrance to the harbor to avoid causing a navigational hazard. Marina Director Stearns recommended purchasing both the green and red replacement lights, as the other has lasted beyond its suggested life expectancy of 10 years. It was the consensus of Council to purchase both navigational lights.

**COUNCILMEMBER COMMENTS**

Councilmembers thanked everyone for attending the meeting and for their comments during the Public Hearing.

There being no further business, the meeting adjourned at 9:25 p.m.

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**William LaLonde, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

# ***PROCLAMATION***

***WHEREAS***, Jim Clapperton was a member of the St. Ignace City Council from 2009 to 2022; and

***WHEREAS***, in his 13 years on the Council, Jim dedicated his time to serving on many different committees, including Negotiations, Finance, Audit, Cemetery, Insurance, Sault Tribe Liaison, NAGPRA, and Tree Committees; the EMS Board; and the Library Board; and

***WHEREAS***, Jim offered his knowledge and experience as a resource to fellow Councilmembers, assisting new and incumbent members throughout his years on the Council; and

***WHEREAS***, Jim always took the time to read and research issues, offer thoughtful advice and ideas, and took great measures to make himself available to the City, even in the face of other commitments and difficulties; and

***THEREFORE, BE IT PROCLAIMED***, that the City of St. Ignace and its employees recognize Jim Clapperton for his endless, selfless dedication to the City, contributing hundreds and hundreds of hours of his time.

***NOW THEREFORE BE IT PROCLAIMED***, that the City of St. Ignace honor Jim Clapperton, on this 16th Day of May, 2022, for his dedicated service to the City of St. Ignace, and wish he rest in peace.

## **CITY OF ST. IGNACE**

By: \_\_\_\_\_  
William LaLonde, Mayor

Date: May 16, 2022

## RESOLUTION

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

**WHEREAS**, the St. Ignace Visitors Bureau requests permission to conduct the St. Ignace Brew Bash 2022; and

**WHEREAS**, this event requires the usage of the Marina parking lot and main dock at 13 South State Street; and

**WHEREAS**, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held;

**WHEREAS**, it is understood that there may be fees for certain services provided by the City; and

**WHEREAS**, this event will be required to follow all COVID Federal, State and Local regulations in place at that time to qualify for Special Events status; and

**NOW THEREFORE BE IT RESOLVED**, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of the Ordinance No. 413, and

**FURTHER BE IT RESOLVED** that the City Council does approve the St. Ignace Visitors Bureau to be a Special Event Organization and approves the usage of the City Marina parking lot and main dock at 13 South State Street for this event on:

Saturday August 6, 2022, from 2 p.m. to 10 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, May 16, 2022 at 7:00 p.m.

---

Andrea Insley, City Clerk

**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>		
<b>Event Name:</b> St. Ignace Brew Bash		
<b>Describe the Event:</b> This annual event generally takes place in conjunction with a Bridge crossing events (Porsche and Minis) however, this year it will be a stand alone event (Minis will be returning in 2023). It involves a beer tent and live music on the St. Ignace Public Marina Dock and food trucks in designated parking spaces. There will be tents, tables, and chairs on the marina for this event (no vehicles permitted to drive on the dock surface). Employee parking will be in the Farmers Market area, and all other parking in the lot, besides where the food trucks will be, is for marina employee discretion and unused for this event.		
<b>Sponsoring Organization Information</b>		
Legal Business Name: St. Ignace Visitors Bureau		
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI/49781
Mailing Address: 6 Spring St.	City: St. Ignace	State/Zip: MI49781
Telephone: 906-643-6950	Email: quincy@stignace.com	
Contact Name: Quincy Ranville	Title: Events Director	
Telephone 906-298-1902	Email: quincy@stignace.com	
<b>Contact Person on Day of Event</b>		
Name: Quincy Ranville	Title: Events Director	
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI 49781
Telephone: 906-643-6950	Cell: 906-298-1902	Email: quincy@stignace.com
Type of Event (Check one - See Special Events Policy for additional information)		
<input type="checkbox"/> City Operated/Sponsored Event	<input type="checkbox"/> Political or Ballot Issue Event	<input type="checkbox"/> Run Event
<input type="checkbox"/> Co-sponsored Event	<small>(all parties must provide sponsoring info and sign application)</small>	
<input checked="" type="checkbox"/> Non-Profit Event	<input type="checkbox"/> Wedding	<input type="checkbox"/> Other (describe)
<input type="checkbox"/> For Profit Event	<input type="checkbox"/> Video or Film Production	<input type="checkbox"/> Block Party
<b>Event Information</b>		
Event Location(s): St. Ignace City Marina		
Event Date(s): <b>August 6, 2022</b>		
Event Hours: <b>6-10 PM</b>		
Estimated date/time for set up: <b>2 PM</b>		
Estimated date/time for clean up: <b>10 PM</b>		
Describe set up and clean up procedures (include specifically who will be taking care of trash): The tent, tables, and chairs will likely be set up in the days leading up to the event. VB staff will handle trash.		

Event Information (continued)

Estimated DAILY attendance: **2000**

Describe crowd control plans for this event:

None. In past years, there has been no onsite guest parking, but that is up to Marina Management.

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

Positive tourism impact

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

Describe sidewalk use:

N/A

Will street closures be necessary?  YES  NO

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

Describe street closures:

N/A

\* Streets closed: Date/Time:

\* Streets re-open: Date/Time:

Event Information (continued)

Will parking lot closures be necessary?

YES

NO

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

Describe parking lot closures:

We just need a few spots right next to the marina building, which are usually reserved for Marina staff.

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

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

What parking arrangements are proposed to accommodate attendance?

Street parking.

Will music be provided/included during the event?

YES

NO

Describe type of music proposed:



Live



Amplification



Recorded



Loudspeakers

Proposed time music will begin: 6 PM

Proposed time music will end: 10 PM

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

On the dock

Describe noise control:

None.

Event Information (continued)

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

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

- |  |                                |
|--|--------------------------------|
| <input type="checkbox"/> Trash Receptacles | Quantity: <input type="text"/> |
| <input type="checkbox"/> Barricades        | Quantity: <input type="text"/> |
| <input type="checkbox"/> Traffic Cones     | Quantity: <input type="text"/> |
| <input type="checkbox"/> Other (describe): | <input type="text"/>           |

*\*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 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:**

N/A



**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:** Beer tent provided by the Chamber of Commerce and food trucks.

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

Do you plan to have special event signs?  YES  NO

Signs must conform to City's ordinances

Describe signs, proposed locations, etc.  
One sign hanging from dock railing. Possibly large sign in marina grass.

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 polices, provide a separate copy of the insurance policy Endorsement, and submit the required documents to the City Manager's Office no later than one week following notice of event approval.

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


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

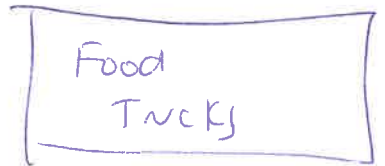
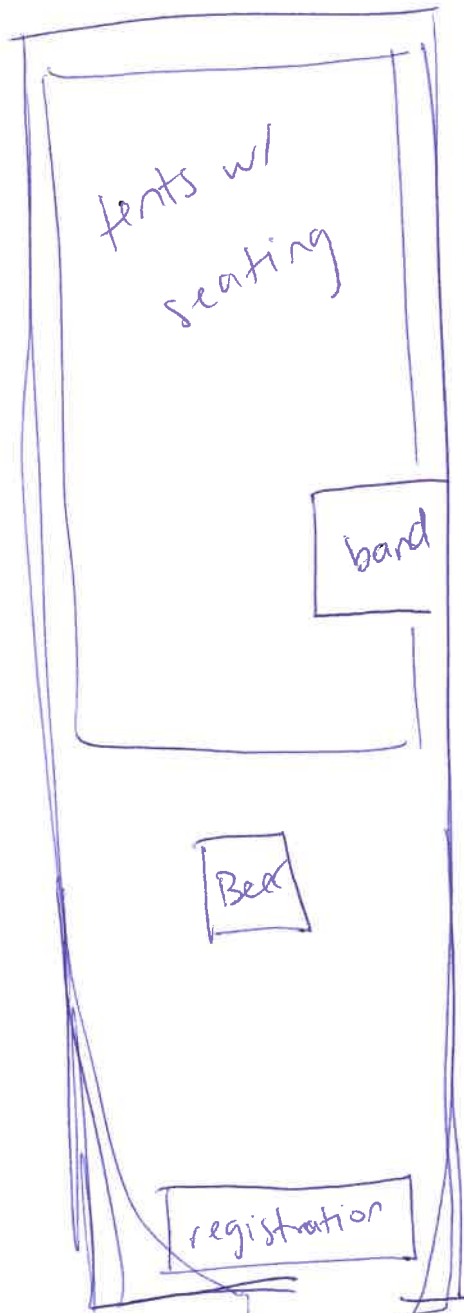
Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

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

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

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

Applicant Signature 	Date <input style="width: 90%;" type="text" value="4/18/22"/>
Co-Applicant Signature	Date <input style="width: 90%;" type="text"/>
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.	Receipt Date <input style="width: 90%; height: 20px;" type="text"/>



parking

State St.





## City of St. Ignace, MI

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

### Staff Report

**Agenda Date:** 5-16-22

**Presenter:** Nick Montie

**Department:** Fire Department

**Darcy Long, City Manager:** 

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

**AGENDA ITEM TITLE:** FD AED Purchase

#### **BACKGROUND:**

Current AED is more than 15 years old and its service life has come to an end. Batteries and parts are hard to find to maintain the equipment in proper working order. Our new fire station has been the site for many emergency service meetings, open houses, and trainings. Being able to purchase 2 new AED's (one for our tuck and one for the hall) will allow us to quickly be able to respond to incidents.

#### **FISCAL EFFECT:**

Found a grant opportunity that offers AED's for lower cost (about \$500 lower). Can purchase 2 units for \$2,109.40. We still have 2% money that we can use to purchase them, as well as an MMRMA reimbursement grant that was applied for.

#### **SUPPORTING DOCUMENTATION:**

See attached quote.

#### **RECOMMENDATION:**

Recommended that the Council approve this purchase.



# Fax/Mail Order Form

Please Fill in Order Form Completely.  
Type or Print Clearly all Information!

2603 Industry St. Oceanside, CA 92054  
Phone: 760.944.1048 Fax: 760-944-2959

## Credit Card Billing Address:

## Shipping Address:

( We do not, generally, ship to PO Boxes, APO's or FPO's )

Name on Credit Card:		Company Name:( If Any) <i>St. Ignace Fire Department</i>	
Street Address Line 1:		Attention: <i>Nick Montie Fire Chief</i>	
Street Address Line 2:		Street Address Line 1: <i>618 Chambers St.</i>	
City, State, Zip		Street Address Line 2:	
Telephone:		City, State, Zip <i>St. Ignace Ms 49781</i>	
Email:		Telephone: <i>906-298-0298</i>	
Card Number (American Express, MasterCard, Visa or Discover)		Email: <i>SIFDCHIEF@CITYOFSTIGNACE.COM</i>	
Expiration Date:	Security Code (On back of card / front of AMEX):	<input checked="" type="checkbox"/> Add me to your mailing list.	

Order Date	REFERENCE NUMBER	SHIP VIA	Terms
<i>5/9/2002</i>	<i>NFPHO 2202</i>		Pre Pay Only

SKU #	DESCRIPTION	QTY	PRICE	AMOUNT
<i>HS20514-00209</i>	<i>SAMARITAN PAD 350P FULLY AUTOMATIC</i>	<i>2</i>	<i>989.73</i>	<i>1,979.46</i>
<i>FREERX</i>	<i>FREE PRESCRIPTION</i>	<i>2</i>	<i>0.00</i>	
ADDITIONAL LINES ON BACKSIDE				

Send all payments by check to: AEDGrant.com™ Operated by:  
Express Companies, Inc.  
2603 Industry St.  
Oceanside, CA 92054  
760.944.1048 E-MAIL: info@AEDGrant.com

SUBTOTAL	<i>1,979.46</i>
TOTAL PAGE 2	
(CA Only 8.25%) SALES TAX	
SHIPPING & HANDLING	<i>129.94</i>
<b>TOTAL</b>	<b><i>2,109.40</i></b>

Approximate Ground Shipping (Based on product total) 3-30  
Business day delivery guarantee/48 continental US\*

\$0.01 - 34.99	\$ 7.94
\$35.00 - 79.99	\$10.94
\$80.00 - 229.99	\$19.94
\$230.00 - 499.99	\$39.94
\$500.00 - 799.99	\$69.94
\$800.00 - 1199.99	\$89.94
\$1200.00 - 1499.99	\$99.94
\$1500.00 - \$1799.99	\$109.94
\$1800.00 - \$2599.99	\$129.94
\$2600.00 +	CALL

If you require **Express Shipping** beyond our normal 3-30 business days, please indicate this on your order form and leave the shipping & handling blank... we will determine express shipping rate to your address, and fax back to you for final approval. You may also call to place an Express Order, or place an Express Order online.

(Please follow the above process for HI, AK, PR, & Canadian Shipping Quotes)

Signing this agreement indicates your acceptance of the terms and conditions as stated online under the Online Shipping & Return Policies and with the terms of this form. In addition, you authorize www.AEDGrant.com to charge customer credit card for the items ordered, shipping and handling charges and any applicable sales tax. \*If overweight, oversize or ORM-D fees apply we will call you before processing.

Agreed and Accepted, Signed <i>X Nick Montie</i>	Day Phone <i>906-298-0298</i>	Date <i>5/9/2002</i>
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For Questions, Please call Amanda ext. 114 Email: Amanda@ExpressCompaniesInc.com

For Questions, Please call Amanda ext. 114 Email: Amanda@ExpressCompaniesInc.com

Your Application for our AED Corporate Grant / Buy Down has been **APPROVED** for...

- 1) Free Prescription (Item #: FREERX)
- 2) AED Options and Packages Listed Below.

*\*The prices listed are your net cost AFTER Corporate Grant / Corporate Buy Down incentive  
Make sure to see the next page for alternate package options and grant contact information!*

# HEARTSTART


ONSITE DEFIBRILLATOR

## by PHILIPS

Item #: M5066A\_C02  
MSRP: \$1,539.27

**Only \$1053.35 after your approved level of grant funding is applied**

The Philips HeartStart OnSite Defibrillator the leader in portable defibrillation technology, designed the HeartStart OnSite Defibrillator for the ordinary person in the extraordinary moment. Available without a prescription, the OnSite is designed to be the easiest-to-use and most reliable defibrillator available. Our innovative technology, based on extensive research and user feedback, has produced a defibrillator so easy to use that you can potentially save the life of a co-worker, friend, or anyone else stricken with sudden cardiac arrest.



**No RX Needed**

**Includes FREE Case**

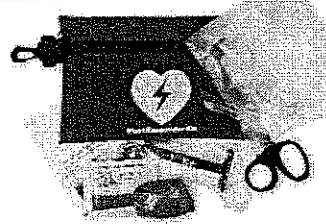
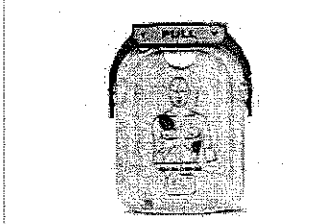
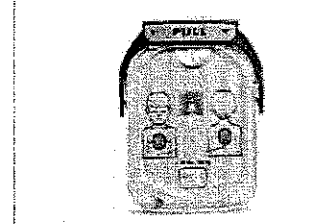
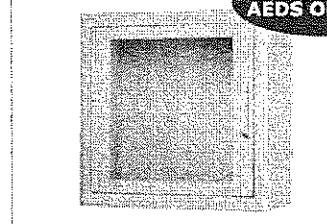
**The HeartStart OnSite Defibrillator offers:**

- Lightweight (3.3 lbs)
- Clear and natural voice instructions that guide you through each step of defibrillation and CPR
- Integrated SMART Pads placed on the patients bare skin transmit information to the defibrillator, which senses and adapts to your actions every step of the way.
- Proven Philips technologies for heart rhythm assessment (SMART Analysis)
- Defibrillation energy delivery (SMART Biphasic)
- Can be used to treat adults, as well as infants and children

**Included:**

- Battery
- 1 SMART Pads Cartridge
- Quick Start Poster
- Quick Reference Guide
- Owners Manual
- The HeartStart OnSite Defibrillator device includes a 96-month manufacturer's warranty
- HS1 battery includes a 4 year warranty from time of installation.
- SMART Pads Cartridge warranty extends to the expiration date.

**Accessories for the HeartStart OnSite Defibrillator:**

 <p><b>Fast Response Kit</b> Price: <b>\$22.50</b> Item #: OBC-FRK</p>	 <p><b>Extra Adult Pads</b> Price: <b>\$65.55</b> Item #: M5071A</p>	 <p><b>Pedi Pads</b> Price: <b>\$105.45</b> Item #: M5072A</p>	 <p><b>AED Cabinet with Alarm</b> Price: <b>\$89.00</b> Item #: 60112</p>
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**FITS ALL AEDS OFFERED**

See the next page for alternate package options »

CITY OF ST. IGNACE					
BUDGET TRANSFERS & AMENDMENTS					
16-May-22					
Transfer or Amendment	From Account	To Account	Amount Budgeted	Dollar Amount	Notes
<b>General Fund</b>					
Amend Budget	101-247-900.000 Board of Review Print & Publish		\$ 50.00	\$ 450.00	BoR newspaper notice costs
Amend Budget	101-301-750.000 Operating Supplies		\$ 4,000.00	\$ 8,690.00	Amend to reflect revenue/reimbursements received
Amend Budget	101-301-960.000 Education & Training		\$ 3,500.00	\$ 3,924.95	Amend to reflect reimbursement received
Amend Budget	101-703-900.000 ZBA Print & Publish		\$ 50.00	\$ 350.00	ZBA newspaper notice costs
<b>Major Streets</b>					
Amend Budget	202-451-801.001 Engineering		\$ -	\$ 13,650.00	Ferry Lane Soil Borings
<b>Building Inspector Fund</b>					
Amend Budget	249-000-491.000 STR Permits		\$ 6,500.00	\$ 9,000.00	STR Permit Fees
Amend Budget	249-000-627.000 Inspection Fees		\$ 3,000.00	\$ 4,000.00	Increased due to STR Inspections
<b>Dock 3 Fund</b>					
Budget Transfer	Dock 3 Fund (273)	Major Streets (202)	\$ -	\$ 6,825.00	Transfer to Major Streets for Ferry Lane Soil Borings



User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2022	% BDGT
		MONTH 04/30/2022	04/30/2022	AMENDED BUDGET	USED
Fund 101 - GENERAL FUND					
Revenues					
TAXES	TAXES	0.00	82,040.91	1,308,801.00	6.27
LIC/PERM	LICENSES AND PERMITS	0.00	0.00	800.00	0.00
CHG SERV	CHARGE FOR SERVICES	16,258.02	16,671.54	28,030.00	59.48
CONT	CONT FM LOCAL UNITS	0.00	0.00	40,477.00	0.00
O/REV	OTHER REVENUE	1,234.16	11,619.50	161,660.00	7.19
FIN/FOR	FINES AND FORFEITURES	0.00	111.30	1,100.00	10.12
INT	INTEREST AND RENTALS	0.00	385.84	3,500.00	11.02
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	115,370.00	0.00
UNCLASSIFIED	Unclassified	65,166.16	119,130.64	342,465.00	34.79
TOTAL REVENUES		82,658.34	229,959.73	2,002,203.00	11.49
Expenditures					
101	CITY COUNCIL	1,785.05	8,769.36	26,900.00	32.60
172	CITY MANAGER	12,311.33	50,334.39	165,595.00	30.40
191	ACCOUNTING DEPT	0.00	0.00	32,500.00	0.00
201	ADMINISTRATION	36.41	168.81	12,900.00	1.31
215	CLERK	24,160.34	102,333.46	290,875.00	35.18
234	CENTRAL SUPPLIES	93.74	738.19	3,900.00	18.93
247	BOARD OF REVIEW	134.10	1,040.82	2,220.00	46.88
257	ASSESSOR	2,950.84	12,768.34	36,300.00	35.17
262	ELECTIONS	0.00	667.49	6,825.00	9.78
265	BLDG & GROUNDS	2,723.65	12,125.27	30,650.00	39.56
266	ATTORNEY	2,780.00	19,464.60	40,000.00	48.66
301	POLICE	48,133.36	177,484.85	611,336.00	29.03
335	SAFETY & HEALTH	60.60	31,465.55	48,235.00	65.23
336	FIRE DEPARTMENT	5,610.11	32,453.59	120,050.00	27.03
441	PUBLIC WORKS	9,501.82	44,424.39	117,660.00	37.76
448	STREET LIGHTING	3,163.21	13,271.10	39,000.00	34.03
528	GARBAGE COLLECTION	0.00	0.00	900.00	0.00
701	PLANNING	0.00	0.00	3,000.00	0.00
703	ZONING BD OF APPEALS	310.81	463.25	650.00	71.27
704	COMMUNITY DEVELOPMENT	0.00	3,152.00	78,014.00	4.04
770	PARK MAINT	2,991.39	3,584.09	71,737.00	5.00
773	BOAT LAUNCH	34.37	206.15	4,195.00	4.91
953	FRINGE BENEFITS	5,680.71	24,588.84	96,000.00	25.61
954	INSURANCE & BONDS	0.00	7,060.11	26,300.00	26.84
965	TRANS TO OTHER FUNDS	0.00	0.00	71,330.00	0.00
TOTAL EXPENDITURES		122,461.84	546,564.65	1,937,072.00	28.22
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		82,658.34	229,959.73	2,002,203.00	11.49
TOTAL EXPENDITURES		122,461.84	546,564.65	1,937,072.00	28.22
NET OF REVENUES & EXPENDITURES		(39,803.50)	(316,604.92)	65,131.00	486.10

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2022	% BDGT
		MONTH 04/30/2022	04/30/2022	AMENDED BUDGET	USED
Fund 202 - MAJOR STREETS					
Revenues					
TAXES	TAXES	0.00	2,988.95	66,520.00	4.49
CONT	CONT FM LOCAL UNITS	0.00	0.00	5,000.00	0.00
O/REV	OTHER REVENUE	10,008.34	61,807.98	75,000.00	82.41
INT	INTEREST AND RENTALS	0.00	452.22	2,300.00	19.66
ST REV	STATE REVENUE	24,338.75	112,059.69	288,800.00	38.80
UNCLASSIFIED	Unclassified	395.12	1,580.48	4,000.00	39.51
TOTAL REVENUES		34,742.21	178,889.32	441,620.00	40.51
Expenditures					
444	SIDEWALKS	0.00	38.04	2,091.00	1.82
451	ROAD CONSTRUCTION	0.00	0.00	9,000.00	0.00
463	ROUTINE MAINT	9,839.00	18,017.66	79,599.00	22.64
474	TRAFFIC CONTROL	0.00	0.00	2,697.00	0.00
479	SNOW & ICE CONTROL	6,268.54	70,165.98	150,470.00	46.63
483	ADM & RECORDS	623.01	2,354.07	6,791.00	34.66
486	SURFACE MAINT TRUNKLINE	147.58	147.58	5,361.00	2.75
488	SWEEPING & FLUSHING TRUNKLINE	1,948.49	1,948.49	12,920.00	15.08
489	SHOULDER MAINT TRUNKLINE	48.43	71.60	0.00	100.00
491	DRAINAGE & BACKSLOPES TRUNKLIN	2,513.51	3,649.71	4,550.00	80.21
492	ROADSIDE CLEANUP TRUNKLINE	150.72	150.72	0.00	100.00
493	GRASS & WEED CONT TRUNKLINE	0.00	0.00	563.00	0.00
494	TRAFFIC CONTROL TRUNKLINE	0.00	0.00	1,041.00	0.00
497	WINTER MAINT TRUNKLINE	2,316.04	49,915.65	49,520.00	100.80
965	TRANS TO OTHER FUNDS	0.00	0.00	41,932.00	0.00
TOTAL EXPENDITURES		23,855.32	146,459.50	366,535.00	39.96
Fund 202 - MAJOR STREETS:					
TOTAL REVENUES		34,742.21	178,889.32	441,620.00	40.51
TOTAL EXPENDITURES		23,855.32	146,459.50	366,535.00	39.96
NET OF REVENUES & EXPENDITURES		10,886.89	32,429.82	75,085.00	43.19

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2022	% BDGT
		MONTH 04/30/2022	04/30/2022	AMENDED BUDGET	USED
Fund 203 - LOCAL STREET					
Revenues					
TAXES	TAXES	0.00	2,988.92	66,520.00	4.49
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	300.00	0.00
CONT	CONT FM LOCAL UNITS	0.00	0.00	5,000.00	0.00
O/REV	OTHER REVENUE	0.00	0.00	5,100.00	0.00
INT	INTEREST AND RENTALS	0.00	89.64	550.00	16.30
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	31,932.00	0.00
ST REV	STATE REVENUE	11,111.19	46,237.18	123,842.00	37.34
UNCLASSIFIED	Unclassified	180.39	721.58	13,882.00	5.20
TOTAL REVENUES		11,291.58	50,037.32	247,126.00	20.25
Expenditures					
444	SIDEWALKS	0.00	2.94	10,215.00	0.03
451	ROAD CONSTRUCTION	0.00	0.00	24,054.00	0.00
463	ROUTINE MAINT	7,363.78	13,694.42	135,990.00	10.07
474	TRAFFIC CONTROL	134.40	134.40	2,659.00	5.05
479	SNOW & ICE CONTROL	2,524.00	45,093.27	54,589.00	82.61
483	ADM & RECORDS	622.99	2,442.90	3,280.00	74.48
965	TRANS TO OTHER FUNDS	0.00	0.00	6,000.00	0.00
TOTAL EXPENDITURES		10,645.17	61,367.93	236,787.00	25.92
Fund 203 - LOCAL STREET:					
TOTAL REVENUES		11,291.58	50,037.32	247,126.00	20.25
TOTAL EXPENDITURES		10,645.17	61,367.93	236,787.00	25.92
NET OF REVENUES & EXPENDITURES		646.41	(11,330.61)	10,339.00	109.59

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 271 - LIBRARY FUND					
Revenues					
TAXES	TAXES	0.00	3,985.25	88,426.00	4.51
CHG SERV	CHARGE FOR SERVICES	100.80	180.80	350.00	51.66
O/REV	OTHER REVENUE	0.00	170.00	500.00	34.00
INT	INTEREST AND RENTALS	0.00	204.96	500.00	40.99
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	434.90	2,500.00	17.40
UNCLASSIFIED	Unclassified	44,791.77	59,404.98	95,580.00	62.15
TOTAL REVENUES		44,892.57	64,380.89	187,856.00	34.27
Expenditures					
790	LIBRARY	10,779.48	66,239.15	170,280.00	38.90
965	TRANS TO OTHER FUNDS	0.00	0.00	2,000.00	0.00
TOTAL EXPENDITURES		10,779.48	66,239.15	172,280.00	38.45
Fund 271 - LIBRARY FUND:					
TOTAL REVENUES		44,892.57	64,380.89	187,856.00	34.27
TOTAL EXPENDITURES		10,779.48	66,239.15	172,280.00	38.45
NET OF REVENUES & EXPENDITURES		34,113.09	(1,858.26)	15,576.00	11.93

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 273 - DOCK NO. 3 IMPROVEMENTS					
Revenues					
UNCLASSIFIED	Unclassified	0.00	30,236.00	30,236.00	100.00
TOTAL REVENUES		0.00	30,236.00	30,236.00	100.00
Expenditures					
598	DOCK #3 IMPROVEMENTS	0.00	0.00	11,180.00	0.00
TOTAL EXPENDITURES		0.00	0.00	11,180.00	0.00
Fund 273 - DOCK NO. 3 IMPROVEMENTS:					
TOTAL REVENUES		0.00	30,236.00	30,236.00	100.00
TOTAL EXPENDITURES		0.00	0.00	11,180.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	30,236.00	19,056.00	158.67

User: ANDREA

PERIOD ENDING 04/30/2022

DB: St Ignace

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 285 - AMERICAN RESCUE PLAN ACT					
Revenues					
UNCLASSIFIED	Unclassified	0.00	117,078.00	117,078.00	100.00
TOTAL REVENUES		<u>0.00</u>	<u>117,078.00</u>	<u>117,078.00</u>	<u>100.00</u>
Expenditures					
271	PERSONNEL	500.00	54,511.99	54,511.99	100.00
704	COMMUNITY DEVELOPMENT	0.00	62,566.00	62,566.00	100.00
TOTAL EXPENDITURES		<u>500.00</u>	<u>117,077.99</u>	<u>117,077.99</u>	<u>100.00</u>
Fund 285 - AMERICAN RESCUE PLAN ACT :					
TOTAL REVENUES		0.00	117,078.00	117,078.00	100.00
TOTAL EXPENDITURES		<u>500.00</u>	<u>117,077.99</u>	<u>117,077.99</u>	<u>100.00</u>
NET OF REVENUES & EXPENDITURES		(500.00)	0.01	0.01	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 584 - GOLF COURSE FUND					
Revenues					
CHG SERV	CHARGE FOR SERVICES	0.00	0.00	6,000.00	0.00
O/REV	OTHER REVENUE	0.00	524.90	5,025.00	10.45
FIN/FOR	FINES AND FORFEITURES	0.00	0.00	125.00	0.00
INT	INTEREST AND RENTALS	0.00	25.71	800.00	3.21
UNCLASSIFIED	Unclassified	0.00	310.00	152,800.00	0.20
TOTAL REVENUES		0.00	860.61	164,750.00	0.52
Expenditures					
797	GOLF COURSE OPERATIONS	8,110.45	13,848.31	163,505.00	8.47
905	DEBT SERVICE	243.78	978.84	2,721.00	35.97
TOTAL EXPENDITURES		8,354.23	14,827.15	166,226.00	8.92
Fund 584 - GOLF COURSE FUND:					
TOTAL REVENUES		0.00	860.61	164,750.00	0.52
TOTAL EXPENDITURES		8,354.23	14,827.15	166,226.00	8.92
NET OF REVENUES & EXPENDITURES		(8,354.23)	(13,966.54)	(1,476.00)	946.24

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 590 - SEWER FUND					
Revenues					
TAXES	TAXES	0.00	130,225.82	524,435.00	24.83
LIC/PERM	LICENSES AND PERMITS	617.38	2,602.61	5,714.00	45.55
CHG SERV	CHARGE FOR SERVICES	(510.72)	17,080.44	90,740.00	18.82
O/REV	OTHER REVENUE	21.67	11,328.34	56,330.00	20.11
INT	INTEREST AND RENTALS	0.00	360.92	2,845.00	12.69
UNCLASSIFIED	Unclassified	(6,946.55)	107,683.95	576,267.00	18.69
TOTAL REVENUES		(6,818.22)	269,282.08	1,256,331.00	21.43
Expenditures					
540	SWR ADMIN	10,285.25	40,071.45	90,490.00	44.28
541	SWR PLANT OPERATIONS	30,860.69	135,892.34	413,700.00	32.85
542	SWR LN MAINT	6,715.98	29,050.32	92,810.00	31.30
905	DEBT SERVICE	0.00	61,008.89	493,752.00	12.36
906	SRF/ 5593 01	0.00	81,126.35	106,047.00	76.50
965	TRANS TO OTHER FUNDS	0.00	0.00	41,800.00	0.00
TOTAL EXPENDITURES		47,861.92	347,149.35	1,238,599.00	28.03
Fund 590 - SEWER FUND:					
TOTAL REVENUES		(6,818.22)	269,282.08	1,256,331.00	21.43
TOTAL EXPENDITURES		47,861.92	347,149.35	1,238,599.00	28.03
NET OF REVENUES & EXPENDITURES		(54,680.14)	(77,867.27)	17,732.00	439.13



User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 591 - WATER FUND					
Revenues					
TAXES	TAXES	568.39	102,074.61	408,505.00	24.99
CHG SERV	CHARGE FOR SERVICES	(187.50)	85,276.77	477,988.00	17.84
O/REV	OTHER REVENUE	0.00	14,865.35	78,701.00	18.89
INT	INTEREST AND RENTALS	0.00	352.23	1,644.00	21.43
O/FINAN	OTHER FINANCING SOURCES	2,361.52	10,408.39	26,695.00	38.99
UNCLASSIFIED	Unclassified	(28.68)	56,953.83	305,850.00	18.62
TOTAL REVENUES		2,713.73	269,931.18	1,299,383.00	20.77
Expenditures					
223	SRF-STATE REVOLVING FUNDS	0.00	0.00	175,906.00	0.00
550	WTR ADMIN	11,243.45	46,856.80	82,030.00	57.12
551	WTR PLANT OPERATIONS	35,093.29	146,224.79	517,710.00	28.24
552	WTR LINE MAINT	20,982.01	75,892.96	208,407.00	36.42
553	2000 WTR RR&I	0.00	0.00	55,000.00	0.00
905	DEBT SERVICE	0.00	108,903.63	172,333.00	63.19
965	TRANS TO OTHER FUNDS	0.00	0.00	76,600.00	0.00
TOTAL EXPENDITURES		67,318.75	377,878.18	1,287,986.00	29.34
Fund 591 - WATER FUND:					
TOTAL REVENUES		2,713.73	269,931.18	1,299,383.00	20.77
TOTAL EXPENDITURES		67,318.75	377,878.18	1,287,986.00	29.34
NET OF REVENUES & EXPENDITURES		(64,605.02)	(107,947.00)	11,397.00	947.15

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 594 - MARINA FUND					
Revenues					
TAXES	TAXES	0.00	0.00	4,537.00	0.00
O/REV	OTHER REVENUE	0.00	0.00	112,524.00	0.00
INT	INTEREST AND RENTALS	0.00	162.82	1,000.00	16.28
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	130,400.00	0.00
UNCLASSIFIED	Unclassified	(6,382.52)	147,625.92	260,000.00	56.78
TOTAL REVENUES		(6,382.52)	147,788.74	508,461.00	29.07
Expenditures					
590	MARINA ADMIN	2,484.24	10,021.17	36,205.00	27.68
597	MARINA OPERATIONS	3,142.81	12,460.41	252,416.00	4.94
851	INSURANCE	0.00	3,258.51	11,200.00	29.09
905	DEBT SERVICE	0.00	8,512.50	82,025.00	10.38
965	TRANS TO OTHER FUNDS	0.00	0.00	8,000.00	0.00
TOTAL EXPENDITURES		5,627.05	34,252.59	389,846.00	8.79
Fund 594 - MARINA FUND:					
TOTAL REVENUES		(6,382.52)	147,788.74	508,461.00	29.07
TOTAL EXPENDITURES		5,627.05	34,252.59	389,846.00	8.79
NET OF REVENUES & EXPENDITURES		(12,009.57)	113,536.15	118,615.00	95.72

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 596 - GARBAGE COLLECTION					
Revenues					
LIC/PERM	LICEENSES AND PERMITS	108.35	420.29	1,300.00	32.33
UNCLASSIFIED	Unclassified	0.00	32,721.50	122,306.00	26.75
TOTAL REVENUES		108.35	33,141.79	123,606.00	26.81
Expenditures					
528	GARBAGE COLLECTION	10,029.81	30,089.43	123,606.00	24.34
TOTAL EXPENDITURES		10,029.81	30,089.43	123,606.00	24.34
Fund 596 - GARBAGE COLLECTION:					
TOTAL REVENUES		108.35	33,141.79	123,606.00	26.81
TOTAL EXPENDITURES		10,029.81	30,089.43	123,606.00	24.34
NET OF REVENUES & EXPENDITURES		(9,921.46)	3,052.36	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 641 - EQUIPMENT FUND					
Revenues					
CHG SERV	CHARGE FOR SERVICES	207.18	3,396.61	7,000.00	48.52
O/REV	OTHER REVENUE	0.00	1,618.07	16,300.00	9.93
TRANS	TRANSFERS-INTERNAL ACTIV	12,956.82	82,482.78	177,100.00	46.57
O/FINAN	OTHER FINANCING SOURCES	0.00	0.00	1,000.00	0.00
UNCLASSIFIED	Unclassified	5,258.87	44,518.43	179,139.00	24.85
TOTAL REVENUES		18,422.87	132,015.89	380,539.00	34.69
Expenditures					
581	GARAGE MAINT	5,290.66	34,523.85	55,070.00	62.69
582	EQUIPMENT MAINT	14,685.26	109,701.34	250,030.00	43.88
905	DEBT SERVICE	0.00	0.00	39,602.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	24,290.00	0.00
TOTAL EXPENDITURES		19,975.92	144,225.19	368,992.00	39.09
Fund 641 - EQUIPMENT FUND:					
TOTAL REVENUES		18,422.87	132,015.89	380,539.00	34.69
TOTAL EXPENDITURES		19,975.92	144,225.19	368,992.00	39.09
NET OF REVENUES & EXPENDITURES		(1,553.05)	(12,209.30)	11,547.00	105.74

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 664 - OFFICE EQUIPMENT POOL					
Revenues					
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	12,900.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	15,000.00	0.00
TOTAL REVENUES		0.00	0.00	27,900.00	0.00
Expenditures					
233	CENTRAL EQUIP	347.61	6,499.79	27,900.00	23.30
TOTAL EXPENDITURES		347.61	6,499.79	27,900.00	23.30
Fund 664 - OFFICE EQUIPMENT POOL:					
TOTAL REVENUES		0.00	0.00	27,900.00	0.00
TOTAL EXPENDITURES		347.61	6,499.79	27,900.00	23.30
NET OF REVENUES & EXPENDITURES		(347.61)	(6,499.79)	0.00	100.00

User: ANDREA

DB: St Ignace

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2022	YTD BALANCE 04/30/2022	2022 AMENDED BUDGET	% BDGT USED
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST					
Revenues					
INT	INTEREST AND RENTALS	0.00	117.33	1,200.00	9.78
TRANS	TRANSFERS-INTERNAL ACTIV	0.00	0.00	41,800.00	0.00
TOTAL REVENUES		0.00	117.33	43,000.00	0.27
Expenditures					
201	ADMINISTRATION	0.00	0.00	23,500.00	0.00
965	TRANS TO OTHER FUNDS	0.00	0.00	12,000.00	0.00
TOTAL EXPENDITURES		0.00	0.00	35,500.00	0.00
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST:					
TOTAL REVENUES		0.00	117.33	43,000.00	0.27
TOTAL EXPENDITURES		0.00	0.00	35,500.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	117.33	7,500.00	1.56
TOTAL REVENUES - ALL FUNDS		181,628.91	1,523,718.88	6,830,089.00	22.31
TOTAL EXPENDITURES - ALL FUNDS		327,757.10	1,892,630.90	6,479,586.99	29.21
NET OF REVENUES & EXPENDITURES		(146,128.19)	(368,912.02)	350,502.01	105.25

## Invoices for Approval Monday, May 17, 2022

AED Grant.com	SIFD-Defibrillator	\$2,109.40
Airgas	DPW - Rental Gas	\$166.63
All-Phase Electric Supply	Marina Lights Supplies	\$1,010.50
Arrow Signs	Stop Signs/Street Signs	\$920.00
Artic Glacier Ice	Marina Ice	\$470.84
BAM Tools	Rubber Gloves/Shop Tools/T-45 Grille	\$143.06
Belonga Plumbing	April 2022 Statement	\$749.14
Blarney Castle	April 2022 - Golf Course	\$153.48
Brown Motors	SIPD-Oil Change/Tire Rotation	\$99.05
Core Technology	SIPD-Annual Maintenance	\$6,551.00
Cut River Small Engine Repair	Husqvarna Broom Sweeper Head	\$300.00
Darcy Long	Mileage to Regional Planning Meeting 4/27/2022	\$58.15
Golf Cars Plus	Golf Carts Maintenance	\$1,950.00
Granicus	Address Identification/Hotline/Compliance Monitoring	\$1,533.38
Hach	Wtr-Loaner Fee	\$752.50
Joe St. Louis	DPW Garage Lighting Installation	\$1,775.00
Kimball Midwest	DPW - Shop Supplies	\$276.18
KSS	LBE-Can Liners	\$137.52
Lynn Auto Parts, Inc	April 2022 Statement	\$2,656.11
Mackinac Island Ferry Company	Carbon Dioxide - Little Bear	\$28.92
Meyer Ace Hardware	April 2022 Statement	\$1,100.41
Meyer Ace Hardware	April 2022 Statement-Golf	\$7.00
National Office Products	April 2022 Statement	\$449.43
National Office Products	St. Ignace Golf April 2022	\$219.35
National Safety Compliance	Fed/MI Labor Laws	\$291.00
Pharos Marine Automatic Power	Marina-Entrance to the Harbor Strobe Light	\$2,002.54
Power Plan	DPW-Wire harness/Core	\$405.44
Precisions Edge Outdoor Services	Lakeside Cemetery Payment 1 of 3	\$2,880.00
Pro-Tech	SIPD-Uniform Shirts and Pants	\$410.00
Safe Life Defense	SIPD-Hyperfine/Safe Life Defense Concealable	\$799.00
Sault Printing Company	April Central Copier/City MGR Office Printer	\$84.03
Spartan Distributors	Golf Course Fairway Mower Repair	\$4,683.33
SpartanNash - Family Fare	April 2022 Statement	\$238.28
St. Ignace Area EMS Council	Annual Mgmt. & Oper Fee 2022	\$26,697.89
St. Ignace Auto	April 2022 Statement	\$112.07
St. Ignace Auto	April 2022 Statement-Golf	\$313.76
St. Ignace True Value	April 2022 Statement	\$792.25
Straits Building Center	April 2022 Statement	\$823.87
Ted Festerling LLC	Plow Shoes and Hardware for 2-3 years	\$3,000.00
The St. Ignace News	April 2022 Statement	\$974.95
The St. Ignace News	St. Ignace Golf Advertising	\$747.00
US Public Safety	SIPD-Patrolman Badges	\$369.28
USA Bluebook	Water/WWTR Supplies	\$2,401.88
USA Bluebook	Water/WWTR Supplies	\$555.08
Vanton Pump & Equipment	Flex-I-Liner Pumper Assy	\$941.71
Wilk Wiring	SIPD-Lights/Brackets	\$623.20
Witmer	SIFD-Tubular Webbing	\$640.06
Xylem	WWTR Pump Repair	\$235.50
		<b>\$74,639.17</b>

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

A Regular Meeting of the St. Ignace –Area EMS Council was held on Tuesday, April 19, 2022 in the St. Ignace Municipal Building. The meeting was called to order at 2:00 p.m. by Chairperson Blake-Thomas.

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

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

**Others Present:** Mark Wilk, Area Manager; Ken Collier; Stephanie Baar (minutes).

**Public Comment** – None.

**Consideration of minutes from March 17, 2022 Council Meeting:**

It was moved by Councilmember Serwach, seconded by Treasurer Collier, to approve the minutes from March 17, 2022, as presented. Motion carried unanimously.

**Board Reports:**

A. CLSS Financial & Operations Report – Chairperson Blake-Thomas reviewed the Profit & Loss statement for March 2022 with Council. Chairperson Blake-Thomas noted that repairs & maintenance had been overbilled by about \$4,100.00, and that should be remedied and reflected in the April financials.

Chairperson Blake-Thomas noted that Commercial Income has been increasing over the last few months, but it is still much lower than it has historically been. The reason is unknown, but it's something the Council will keep an eye on.

Chairperson Blake-Thomas compared quarterly profits to the previous two years. Profit is up significantly from 2021, but about 25% lower than 2020. Much of this is reflected by the drop in Commercial Income.

Mr. Wilk informed Council of recent operational activity regarding oxygen delivery fees. The Council has switched vendors from Sault Ste. Marie to Cheboygan with the hope that it will save about \$4,000.00 per year.

B. SI-Area EMS Council Financial Report – Treasurer Collier reviewed the current balance sheet showing a total balance of \$826,487.94.

Mr. Wilk asks about a pending City payment, which should be received before the end of their fiscal year.

**Old Business:**



A. New Station Update

Chairperson Blake-Thomas informed Council that he has been working with C2AE regarding a land survey of the county property. There are also preliminary floor and site plan drafts from C2AE, which can hopefully be updated and shared for next month's meeting. Senator Wayne Schmidt attended a Kiwanis Club meeting a few weeks ago, and Mr. Wilk approached him about the possibility of more funding for the new station. Senator Schmidt was supportive of the idea, and Mr. Wilk confirms that a letter of request has since been sent to his office. The expected timeline for contractor bids remains for late summer/early fall.

Secretary Long questions what the proposal from the County might look like regarding the property. Chairperson Blake-Thomas speculated that the County might sell it to the Council for a dollar, and in return ask that the land be reverted back to their possession if it is no longer used by the Council.

**New Business:**

A. Policy re: Subscriptions

CLSS offers a subscription plan which, if purchased, covers any billing resulting from the Council's EMS services. Chairperson Blake-Thomas noted a concern of St. Ignace Area EMS being unable to respond to a call from someone with a subscription plan, and another service area responding who does not offer a subscription plan.

It was moved by Chairperson Blake-Thomas, seconded by Treasurer Collier, that the Council instruct CLSS that any costs above insurance for subscription holders in the Straits service area will be covered by the Council. Motion carried unanimously.

**Adjourn:**

There being no further business, it was moved by Chairperson Blake-Thomas, seconded by Councilmember Serwach, to adjourn the meeting at 2:26p.m. Motion carried unanimously.

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David Blake-Thomas, Chairperson

## **STRAITS AREA EMS AUTHORITY (Unofficial) Board Proceedings**

A Regular Meeting of the Straits Area Emergency Medical Service (SAEMS) Authority was held on Tuesday, April 19, 2022 in the St. Ignace Municipal Building. The meeting was called to order at 2:27 p.m. by Chairperson Blake-Thomas.

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

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

**Others Present:** Mark Wilk, Area Manager; Ken Collier; Stephanie Baar (minutes).

**Consideration of minutes from March 17, 2022 Authority Meeting:**

It was moved by Vice Chairperson Kimberling, seconded by Councilmember Serwach, to approve the minutes from March 17, 2022 as presented. Motion carried unanimously.

**Public Comment** – None.

**Old Business:**

A. Swearing in of Board Officers:

Appointed Board Officers Chairperson Blake-Thomas, Vice Chairperson Kimberling, Treasurer Collier, and Secretary Long took the Oath of Office.

**New Business:**

A. Decisions for Today:

Chairperson Blake-Thomas discussed two options for business models: continuing to utilize CLSS or moving all services in-house.

He presented anticipated funding needs for the Authority over the next six years. Under the CLSS model, the Authority has no control over staffing/hours/overtime, which can significantly impact personnel costs. The projected personnel costs are based on running two crews full time, which is not currently happening. There is a projected net loss over the next six years—a millage, if pursued, would aim to cover costs.

The projected cost difference between the two models, using the numbers as presented, would be \$64,000.00 per year, with the standalone model costing more. However, this could be significantly less with reduced overtime personnel costs.

The Authority discussed proposed millage rates to come to a consensus recommendation. It is an up-to millage, and could be adjusted down annually if necessary. Question of whether this millage could be exempted from the DDA capture base.

It is the consensus of the Authority that a millage should be pursued. The cheapest and quickest election to pursue it in would be the November election of this year. Currently, there is no election scheduled across all communities for 2023.

The proposed millage range discussed is between 1.5 and 2 mills. The length of the millage should be decided upon seeing the finance options for the building loan. 1.66 mills would bring in about \$618,000.00 per year. It should be ensured that the millage will cover costs so that the Authority does not need to seek additional funds from their communities.

The Authority comes to the consensus that they will approach their communities with a proposed millage of 1.75 and receive their input and feedback. 1.75 mills is far below the average EMS millage rate for other communities in the area.

Chairperson Blake-Thomas further discussed the Authority's relationship with CLSS. The following options exist: 1. status-quo option with existing relationship with CLSS, 2. moving everything in-house to a standalone option, or 3. hybrid option where some things are moved in-house and some are left with CLSS. The Authority will eventually need to decide what would be best.

#### **B. Decisions at Next Board Meeting:**

The Authority will seek to vote on these matters at their next regular meeting in May.

#### **Adjourn:**

There being no further business, it was moved by Chairperson Blake-Thomas, seconded by Boardmember Serwach, to adjourn the meeting at 3:24 p.m. Motion carried unanimously.

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David Blake-Thomas, Chairperson