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Topic: City Council Meeting

Time: Jun 6, 2022 07:00 PM Eastern Time (US and Canada)

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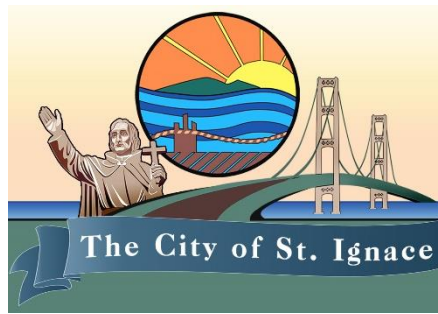
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CITY COUNCIL MEETING

St. Ignace, Michigan

Monday, June 6, 2022 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID: 870 8849 1369

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

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Roll Call
- 5) Additions to Agenda
- 6) Public Comment Regarding Agenda Items (2-minute limit)
- 7) Consideration of Minutes of May 16, 2022
- 8) Old Business
- 9) New Business
 - A. Special Event Resolution—Run for the Health of It
 - B. Special Event Resolution—Mackinaw City Mustang Stampede
 - C. Special Event Resolution—Weekly Events 2022
 - D. Submersible Pump Emergency Purchase
 - E. Committee Appointments
- 10) Consideration of Bills
- 11) Public Comment Regarding Non-Agenda Items (3-minute limit)
- 12) City Manager's Report
- 13) Committee Reports
 - A. SAEMS Update
- 14) Council Member Comments

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

A Regular Meeting of the St. Ignace City Council was held on Monday, May 16, 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 a moment of silence in memory of Councilmember Jim Clapperton. Council then gave the Pledge of Allegiance, and Councilmember Williford led the invocation.

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

ABSENT: None.

STAFF PRESENT: Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Charles Palmer, City Attorney; Tony Brown, Police Chief; Bill Fraser, DPW Director; Scott Marshall, DDA Director.

PUBLIC HEARING – WATER SYSTEM IMPROVEMENTS

At this time, it was moved by Councilmember Cronan, seconded by Councilmember Fullerton, to open the Public Hearing on the proposed Phase I – Water System Improvements project at 7:06 p.m.

Roll Call Vote

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

No: None.

Motion carried unanimously.

Kelly Heidbrier from C2AE read aloud a summary of the proposed water project's plan, identifying the purpose, impact and cost analysis. No public comment was received. It was moved by Councilmember Fullerton, seconded by Councilmember Cronan, to close the Public Hearing at 7:20 p.m.

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC HEARING – WASTEWATER SYSTEM IMPROVEMENTS

It was moved by Councilmember Cronan, seconded by Councilmember Fullerton, to open the Public Hearing for the proposed Wastewater System Improvements at 7:21 p.m.

Roll Call Vote

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

No: None.

Motion carried unanimously.

Kelly Heidbrier from C2AE offered a summary of the project's plan and noted the focus of the improvement areas would follow the same areas as the Water System improvements, to be the most cost efficient.

Public comment was received by Councilmember Cronan, Mayor LaLonde, Councilmembers Williford and Fullerton, as well as DPW Director Fraser.

It was moved by Councilmember Cronan, seconded by Councilmember Fullerton, to close the Public Hearing at 7:34 p.m.

Roll Call Vote

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

No: None.

Motion carried unanimously.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Resolutions for both the Water and Wastewater System Improvements.

PUBLIC COMMENT – AGENDA ITEMS (2-min limit)

No public comment was received.

CONSIDERATION OF MINUTES OF THE MAY 2, 2022, REGULAR COUNCIL MEETING:

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem St. Louis, to approve the minutes from the May 2, 2022, Regular Council meeting, as presented.

Roll Call Vote

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

No: None.

Motion carried unanimously.

OLD BUSINESS

EUPCONNECT COLLABORATIVE UPDATE

Mayor LaLonde introduced Jennie Hoffman, with the EUPConnect Collaborative (EUPCC), to present an update to Council on the group's project establishing more accessible internet to everyone within the three counties in the Eastern Upper Peninsula. The ultimate goal is to create one network of internet for residents in Chippewa, Luce and Mackinac counties.

NEW BUSINESS

A. PROCLAMATION – COUNCILMEMBER JIM CLAPPERTON

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.

B. SPECIAL EVENT RESOLUTION – BREW BASH 2022

RESOLUTION

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

WHEREAS, the St. Ignace Visitors Bureau requests permission to conduct 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: Councilmember Fullerton, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford and Cronan.

No: None.

Absent: None.

Resolution declared Adopted.

C. FIRE DEPARTMENT PURCHASE

Mayor LaLonde informed Council that the Fire Department is requesting to purchase two Automated External Defibrillators (AED), one for the Fire Hall and one for the truck. The Sault Tribe 2% contributions to the Fire Department would be used as well as any grant proceeds, if awarded. The following three bids were presented to Council: AEDGrant.com for \$2,109, Heartsmart for \$2,950 and American AED for \$3,111. Fire Chief Montie recommended purchasing through AEDGrant.com, as it was the most cost efficient. It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve the purchase of two AED's from AEDGrant.com for \$2,109.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

D. BUDGET AMENDMENTS

Assistant to the City Manager, Stephanie Baar, reviewed the budget amendments for the 101 General Fund, 202 Major Streets Fund and the 249 Building Inspector Fund. Assistant Baar noted that \$13,650 for the Ferry Lane soil borings would be charged from the 202 Major Streets fund balance and also explained updating revenue projections for the 249 Building Inspector Fund.

It was moved by Councilmember Cronan, seconded by Mayor LaLonde, to approve the budget amendments as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

E. FINANCIALS

Councilmember Pelter stated concerns regarding the presentation of the bills for approval and those that are also listed as separate agenda items, pointing out that listing a purchase in both items for approval appeared confusing.

F. COUNCIL VACANCY

Mayor LaLonde discussed the vacant Council seat with the passing of Councilmember Clapperton, suggesting the Special Election process be followed to fill the vacancy. City

Attorney Palmer noted that the City Charter Section 5.7(b) states vacancies shall be filled for the unexpired term of the officer within thirty days of the seat becoming vacant, if by appointment. If Council does not appoint someone to the vacancy within thirty days, the Charter directs the City Clerk to call a Special Election to take place within sixty days after the expiration of the initial thirty days. It was the consensus of Council to allow the thirty days to expire and Mayor LaLonde directed City Clerk/Treasurer Insley to research the process and prepare for the Special Election.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Water System Improvements Resolution

RESOLUTION

The following resolution, adopting a final project plan for water system improvements and designating an authorized project representative, was offered for adoption by Councilmember Fullerton, supported by Councilmember Cronan:

WHEREAS, the City of St. Ignace recognizes the need to make improvements to its existing water treatment and distribution system; and

WHEREAS, the City of St. Ignace authorized C2AE to prepare a Project Plan, which recommends the construction of replacement of water main and upgrade of existing water facilities; and

WHEREAS, said Project Plan was presented at a Public Hearing held on May 16, 2022, and all public comments have been considered and addressed.

NOW THEREFORE BE IT RESOLVED, that the City of St. Ignace formally adopts said Project Plan and agrees to implement the selected alternative 2: replacement of water main and upgrade of existing water facilities.

BE IT FURTHER RESOLVED, that the City Manager, a position currently held by Darcy Long, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Drinking Water State Revolving Fund Loan to assist in the implementation of the selected alternative.

Roll Call Vote

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

No: None.

Absent: None.

Resolution declared Adopted.

Mayor LaLonde – Wastewater System Improvements Resolution

RESOLUTION

The following resolution, adopting a final project plan for wastewater system improvements or NPS pollution controls/stormwater improvements and designating an authorized project representative was offered by Councilmember Cronan, supported by Councilmember Fullerton:

WHEREAS, the City of St. Ignace recognizes the need to make improvements to its existing wastewater treatment and collection system or its existing NPS pollution control/stormwater treatment system; and

WHEREAS, the City of St. Ignace authorized C2AE to prepare a Project Plan, which recommends the construction of replacement of ~8,500 LF of sanitary sewer. The sewer being replaced is nearing the end of its useful life, has structural issues, and will reduce maintenance issues including backups; and

WHEREAS, said Project Plan was presented at a Public Hearing held on May 16, 2022, and all public comments have been considered and addressed.

NOW THEREFORE BE IT RESOLVED that the City of St. Ignace formally adopts said Project Plan and agrees to implement the selected alternative.

BE IT FURTHER RESOLVED that the City Manager, a position currently held by Darcy Long, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternative.

Roll Call Vote

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

No: None.

Absent: None.

Resolution declared Adopted.

CONSIDERATION OF BILLS

It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve paying the bills in the amount of \$74,813.61.

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	\$729.52
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
		\$74,813.61

Councilmember Cronan inquired about the invoice statements and identifying each department's expenses separately. City Clerk/Treasurer Insley explained that some City Departments have individual statements and other statements include all City purchases. City Clerk/Treasurer Insley also corrected the second invoice listed for USA Bluebook, verifying the total amount of the bills for approval to be \$74,813.61.

Roll Call Vote

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

No: None.

Motion carried unanimously.

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

No public comment was received.

CITY MANAGER'S REPORT

Assistant Baar informed Council that a Public Hearing is scheduled at Little Bear East on Thursday, June 2, 2022, at 5:30 p.m. for proposed amendments to the Peddlers and Solicitors Ordinance, followed by the monthly Planning Commission meeting. Assistant Baar also updated Council on the status of the Short-Term Rentals being processed.

COMMITTEE REPORTS

St. Ignace Area EMS Council/Authority (SAEMS) Minutes – Tuesday, April 19th 2 p.m.

Assistant Baar informed Council that the SAEMS is currently discussing a millage they will seek to support operations.

Finance/Utility Committee – Monday, May 16TH 10 a.m.

Mayor LaLonde reviewed the items discussed in the Finance meeting, noting the recent Fire truck repair needed and the budget.

COUNCILMEMBER COMMENTS

Councilmembers expressed their sympathy and support to Jim Clapperton's family, and Councilmember Pelter informed Council that she will not be attending the next two ZBA meetings.

There being no further business, the meeting adjourned at 8:27 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer

RESOLUTION

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

WHEREAS, the Mackinac Straits Health Foundation request permission to conduct the St. Ignace Run for the Health of It, 10K and 5K Run/Walk; and

WHEREAS, this event requires the usage of North State Street, South Airport Road, North Airport Road, and North Boundary Road; 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 Mackinac Straits Health Foundation 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 usage of North State Street, South Airport Road, North Airport Road, and North Boundary Road for this event on:

Saturday, August 20, 2022 from 7:00a.m. to 11:30a.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, June 6th, 2022 at 7:00 p.m.

Andrea Insley, City Clerk

hmt

City of St. Ignace Special Events Application

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

Event			
Event Name: St. Ignace Run for the Health of It			
Describe the Event: 5K and 10K running event that will take place at Mackinac Straits Hospital and surrounding neighborhoods. The race route will take runners around the campus of Mackinac Straits Hospital and along Airport Rd to North State St; please see included map. Proceeds from this event will benefit Mackinac Straits Hospital and Evergreen Living Center.			
Sponsoring Organization Information			
Legal Business Name: Mackinac Straits Health Foundation			
Address:	1140 N. State Street	St. Ignace	State/Zip: 49781
Mailing Address:	1140 N. State Street	St. Ignace	State/Zip: 49781
Telephone:	643-0478	E mail:	lfettig@mshosp.org
Contact Name:	Lani Fetting	City:	Title: Event Coordinator
Telephone	643.0478	City:	St. Ignace lfettig@mshosp.org
Contact Person on Day of Event			
Name:	Same as contact info above		Title:
Address:	1140 N. State Street	City	St. Ignace State/Zip: 49781
Telephone:	906.643.0478	Cell:	616.994.2834 Email:
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 checked="" type="checkbox"/> Run Event <input type="checkbox"/> Co-sponsored Event (all parties must provide sponsoring info and sign application) <input type="checkbox"/> Other (describe) <input type="checkbox"/> Non-Profit Event <input type="checkbox"/> Wedding <input type="checkbox"/> Block Party <input type="checkbox"/> For Profit Event <input type="checkbox"/> Video or Film Production			
Event Information			
Event Location(s): Mackinac Straits Hospital 1140 N. State St St. Ignace, MI			
Event Date(s): August 20, 2022			
Event Hours: 7:30am – 11:30am			
Estimated date/time for set up: Saturday, August 20, 2022 – 7:00am			
Estimated date/time for clean up: Saturday, August 20, 2022 – 11:30am			
Describe set up and clean up procedures (include specifically who will be taking care of trash): We will be utilizing some city sidewalks and bike lanes for part of the course along State St. We will use traffic cones and signs to make motorists aware of the event throughout duration of race. Volunteers for event will be assigned to clean up garbage from race day (aide station cups).			

Event Information (continued)

Estimated DAILY attendance: approx. 175 people

Describe crowd control plans for this event: 10K run will start at 9:00, 5K walk and run will start at 9:15 to help spread runner outs. Participants, volunteers, and spectators will be able to be spread out among front campus of Mackinac Straits Health System

Describe the Special Event's impact on adjacent commercial and residential property: Runners will be running along residential S. Airport Rd, but will stay on road. When running through N. State street, runners will be staying on sidewalk or bike path

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

Describe sidewalk use:

Runners will use

sidewalk and bike path

along N. State St.

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 (X) NO
If yes, include a detailed map indicating proposed closures and barricade locations

Describe parking lot closures:

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

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

What parking arrangements are proposed to accommodate attendance?

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

Describe type of music proposed: () Live (X) Amplification (X) Recorded () Loudspeakers

Proposed time music will begin: 8:30 AM

Proposed time music will end: 10:45 AM

Proposed location of live band/disc jockey/loudspeakers/equipment: Outside main entrance to Mackinac Straits Health System

Describe noise control: Music/speakers will be contained to hospital parking lot and area

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

Sponsoring organization may be required to provide a dumpster

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

No stakes of any kind allowed on asphalt

- | Item | Item |
|--|---|
| <input checked="" type="checkbox"/> Booths | <input checked="" type="checkbox"/> Tables |
| <input checked="" type="checkbox"/> Tents | <input type="checkbox"/> Rides |
| <input type="checkbox"/> Awnings | <input type="checkbox"/> Portable Toilets <i>(may be required depending on event)</i> |
| <input checked="" 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 are balloon, etc.?

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

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

Event Information (continued)

Will the event have food, beverage or concessions ☒ YES ☐ NO

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

Describe: Water, sports drinks, granola bars/fruit

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. Signs will be utilized to

direct participants route to follow; signs will

also be utilized along course for inspiration.

Do you plan to use city entrance signs or banner

☒ YES

☐ NO

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

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

I have attached the following items:

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

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

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

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

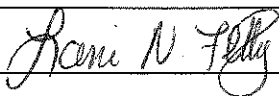
Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

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

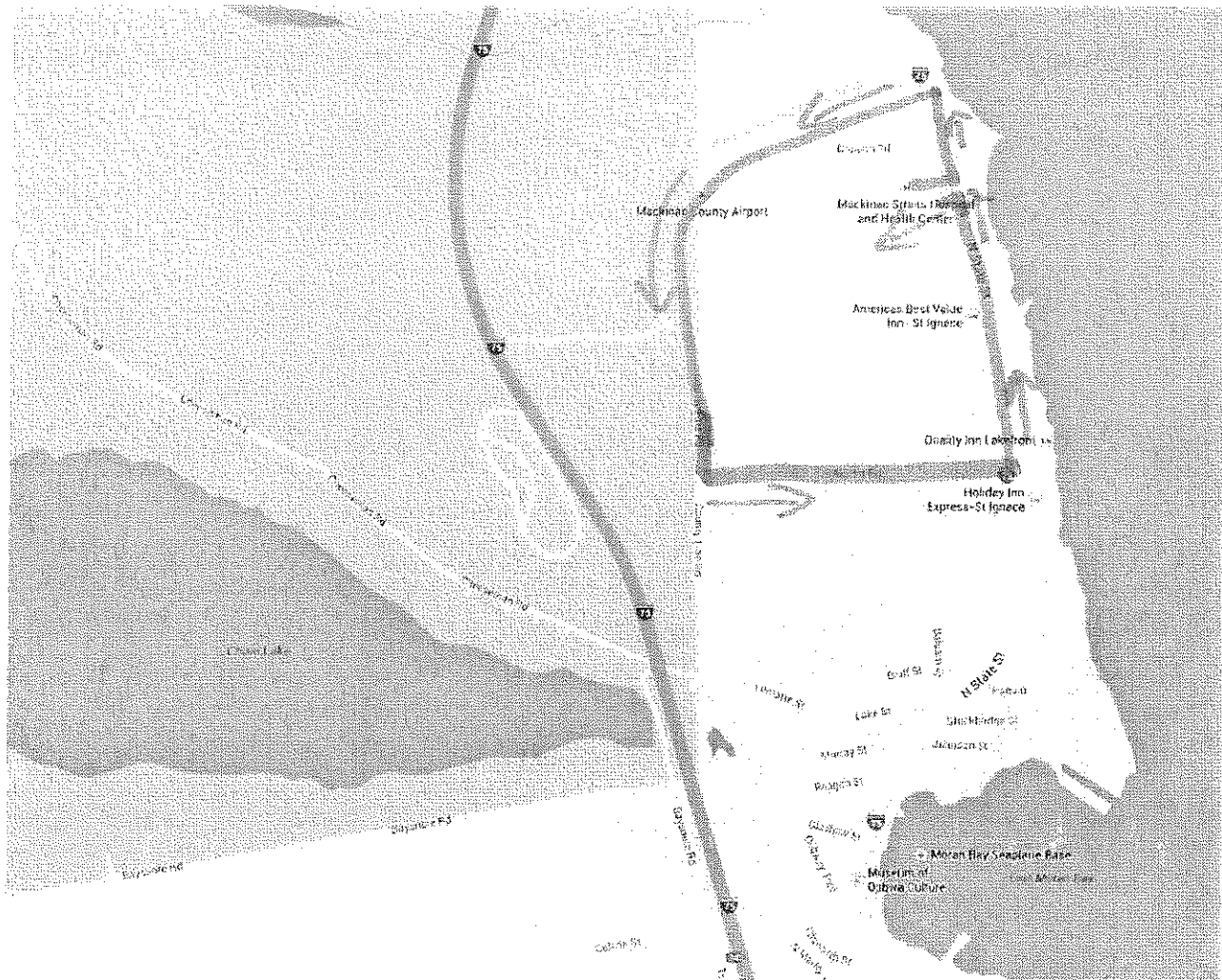
Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands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

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

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

Applicant Signature 	Date 5/12/22
Co-Applicant Signature	Date
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

5 K-1 lap, 10K-2 laps



Map data ©2014 Google 1000 ft

RESOLUTION

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

WHEREAS, the Mackinaw Area Visitors Bureau requests permission to conduct the Mackinaw City Mustang Stampede, and

WHEREAS, this event requires the usage of I-75 and I-75BL, and a parade escort from City of St. Ignace Police, and

WHEREAS, it is understood there may be fees for 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, and

NOW THEREFORE BE IT RESOLVED, that the City Council does approve the Mackinaw Mustang Stampede parade and the Police escort on Saturday, July 16, 2022.

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, June 6, 2022 at 7:00 p.m.

Andrea Insley, City Clerk/Treasurer

City of St. Ignace Special Events Application

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

Event			
Event Name: 9 th Mustang Stampede			
Describe the Event: Car Show. Display of Ford Mustangs in Mackinaw City – Mustangs parade across the Mackinaw Bridge, continue to parade thru downtown St Ignace, then back to the Mackinaw Bridge to cross back to Mackinaw City.			
Sponsoring Organization Information			
Legal Business Name: Mackinaw Area Visitors Bureau			
Address:	10800 W US23 HWY	City:	Mackinaw City State/Zip: MI 49701
Mailing Address:	SAME	City:	State/Zip:
Telephone:	231-436-5664	Email:	
Contact Name:	Deb Spence	Title:	Director
Telephone	231-436-5664	Email:	deb@mackinawcity.com
Contact Person on Day of Event			
Name:	Stephanie MacLeod	Title:	
Address:	Same as above	City	State/Zip:
Telephone:	Cell: 231- 818-1866	Email:	stephanie@mackinawcity.com
Type of Event (Check one - See Special Events Policy for additional information)			
<input type="checkbox"/> City Operated/Sponsored Event <input type="checkbox"/> Political or Ballot Issue Event <input type="checkbox"/> Run Event <input type="checkbox"/> Co-sponsored Event (all parties must provide sponsoring info and sign application) <input checked="" type="checkbox"/> Other (describe) Parade <input type="checkbox"/> Non-Profit Event <input type="checkbox"/> Wedding <input type="checkbox"/> Block Party <input type="checkbox"/> For Profit Event <input type="checkbox"/> Video or Film Production			
Event Information			
Event Location(s): Mackinaw City with parade going from mackinaw city, across the bridge, thru downtown st Ignace, then back across the bridge to mackinaw city			
Event Date(s): Saturday July 16, 2022			
Event Hours: parade starts in mackinaw City at 4:30pm			
Estimated date/time for set up: n/a			
Estimated date/time for clean up: n/a			
Describe set up and clean up procedures (include specifically who will be taking care of trash): n/a			

Event Information (continued)

Estimated DAILY attendance: 140 cars

Describe crowd control plans for this event:

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

Will sidewalks be used () YES (x) NO

If yes, include a detailed map outlining the proposed sidewalk use

Describe sidewalk use:

Will street closures be necessary? () YES (x) 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:

* 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:

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

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

What parking arrangements are proposed to accommodate attendance?

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

Describe type of music proposed: ☐ Live ☐ Amplification ☐ Recorded ☐ Loudspeakers

Proposed time music will begin:

Proposed time music will end:

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

Describe noise control:

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

Sponsoring organization may be required to provide a dumpster

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

No stakes of any kind allowed on asphalt

- | Item | Item |
|-----------------------------------|---|
| <input type="checkbox"/> Booths | <input type="checkbox"/> Tables |
| <input 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:

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:

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.

Do you plan to use city entrance signs or banner

☐ YES ☒ NO

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

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

I have attached the following items:

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

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

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

Execute an Indemnification Agreement on the sponsoring organization's 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;

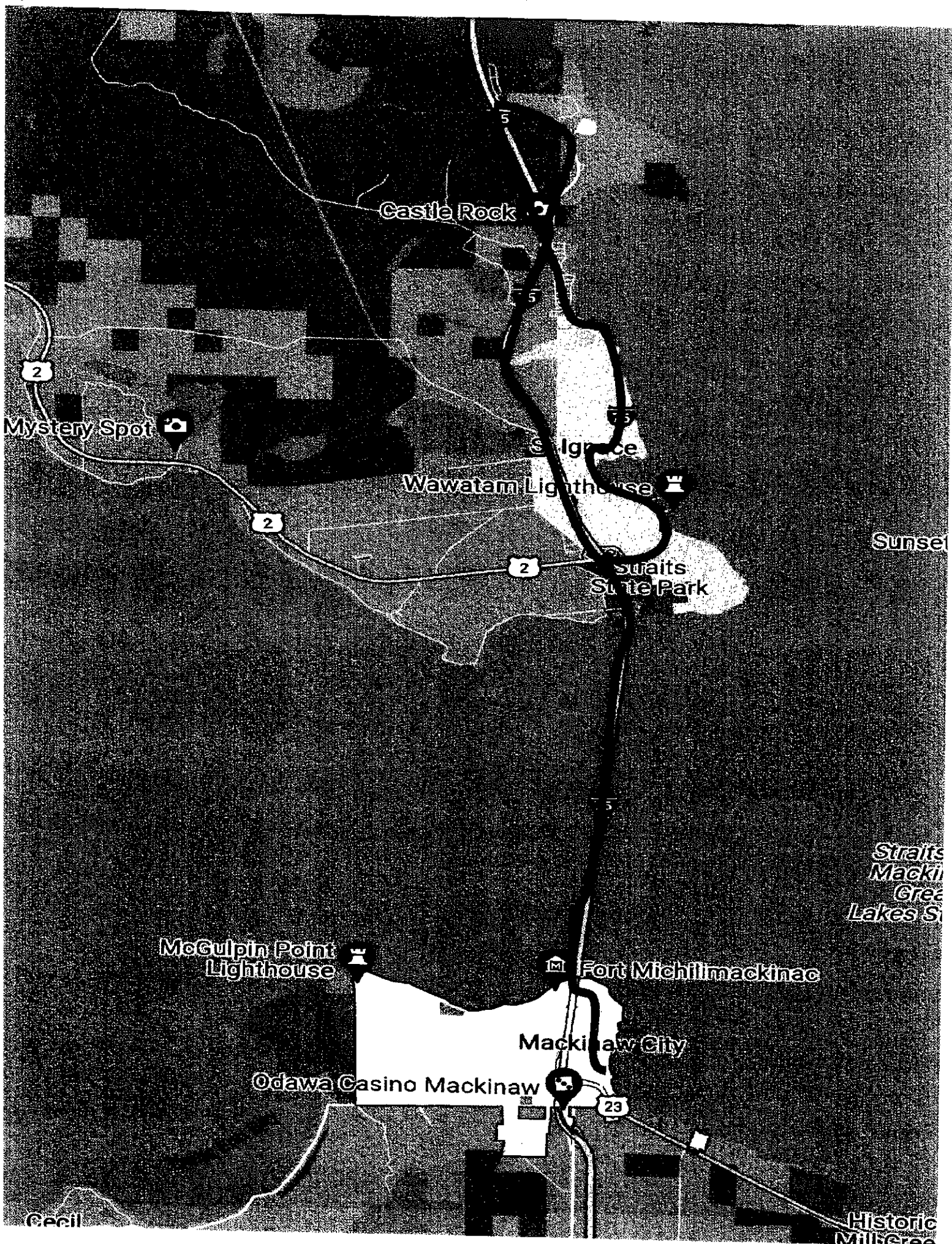
Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

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 <i>Debra Spence</i>	Date <i>5/23/22</i>
Co-Applicant Signature <i>Stephen MacLeod</i>	Date <i>5/23/22</i>
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



RESOLUTION

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

WHEREAS, St. Ignace Visitors Bureau is requesting to sponsor the 2022 Weekly Events, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", as amended, requires certain criteria be met by St. Ignace Visitors Bureau to comply with the "Special Events" requirements of the City, and

WHEREAS, St. Ignace Visitors Bureau has provided the City Council with all of the information required by Ordinance No. 413, and

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

FURTHER BE IT RESOLVED, that the City Council does approve St. Ignace Visitors Bureau to be a "Special Events Organization", and approves the Weekly Events be held from June through September 2022. The vending for this event will be handled exclusively by St. Ignace Visitors Bureau. The City does not financially participate in this event, and

FURTHER BE IT RESOLVED, that the City does approve, subject to compliance with City rules and regulations, for the 2022 Weekly Events usage of downtown properties which would include the St. Ignace Marina and American Legion Park for the following events and dates:

Movies by the Bay

American Legion Park
July 3 – September 4
Sundays at dusk

Cultural Historical Teachings

Museum of Ojibwa Culture
July 5 - August 30
Mondays and Tuesdays, 6:30 p.m. – 7:30 p.m.

Friday Night at the Museum

Museum of Ojibwa Culture
July 1 - August 26
Fridays, 7:00 p.m. – 9:00 p.m.

Sensational Saturday Fireworks

Downtown St. Ignace
June 25– September 3
Saturdays at dusk

Bayside Farmer's Market

St. Ignace Public Marina
June 16 – September 29
Thursdays 4:00p.m. – 7:00p.m.
Wednesday 6/22 & 9/14

Music By The Bay

American Legion Park
July 1-September 4
7:00p.m.-8:30p.m.

Boat Bash

Kiwanis Beach
July 10-August 28
Sundays, 1:00p.m.-4:00p.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, June 6, 2022 at 7:00 p.m.

Andrea Insley, City Clerk

Weekly Events

MONDAYS JULY 2022 - SEPTEMBER 2022

Cultural and Historic Teachings
at the Museum of Ojibwa Culture
July and August, 6:30pm-7:30pm

4th of July Music by the Bay American Legion Park
July 4, 6:30pm-9:30pm

Music by the Bay American Legion Park
July 11 - August 29, 7pm-8:30pm

TUESDAYS

Wine Tasting at The Pavillion
July and August, 5pm-7pm

Cultural and Historic Teachings
at the Museum of Ojibwa Culture
July and August, 6:30pm-7:30pm

Music by the Bay American Legion Park
July 5 - August 30, 7pm-8:30pm

WEDNESDAYS

Music by the Bay American Legion Park
July 6 - August 31, 7pm-8:30pm

Wacky Wednesdays at Downtown Shops
Downtown Entertainment and Specials!

THURSDAYS

Bayside Farmer's Market St. Ignace Marina
July 7 - September 29, 4-7pm
*Except June 23 & September 15

Wine Tasting at The Pavillion
July and August, 5pm-7pm

Music by the Bay American Legion Park
July 7 - September 1, 7pm-8:30pm

St. Ignace Visitors Bureau | stignace.com

St. Ignace Chamber of Commerce | saintignace.org

St. Ignace Public Marina | stignacemarina.com

St. Ignace Golf & Country Club | stignacegolf.com

St. Ignace Public library | stignacelibrary.org

Kewadin Casino | kewadin.com

North Huron Birding Trail | northhuronbirdingtrail.com

Little Bear East Arena & Community Center | littlebeararena.com

North Country Trail/Iron-Belle Trail | northcountrytrail.org/hss or Facebook@NCTAHSS



FRIDAYS

Friday Night at the Museum
Museum of Ojibwa Culture
July and August, 7-9pm

Music by the Bay American Legion Park
July 1 - September 2, 7pm-8:30pm

SATURDAYS

Flea Market Chamber of Commerce
June - September, 10am-4pm

Music by the Bay American Legion Park
July 2 - September 3, 7pm-8:30pm

Fireworks at Dusk Downtown St. Ignace
May 28, June 25, July 4

Saturdays from July 9 to September 3

SUNDAYS

Boat Bash Kiwanis Beach
July 10 - August 28, 1-4pm

Music by the Bay American Legion Park
July 3 - September 4, 7pm-8:30pm

Movies by the Bay American Legion Park
July 3 - September 4, Dusk *Concessions Available*

EVENTS/SCHEDULE SUBJECT TO CHANGE.

PRODUCED BY ST. IGNACE DDA
DOWNTOWNSTIGNACE.COM



City of St. Ignace, MI

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

Staff Report

Agenda Date: 6/6/21

Presenter: Bill Fraser

Department: Waste Water Dept.

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: Purchase New Sulzer Submersible Pump for Heritage Lift Station

BACKGROUND:

This Pump Station was installed aprox. 10-15 years ago during a Wastewater project to replace a failing original Heritage Lift Station that was in the middle of the parking lot of what is now Quality Inn Lake Front.

We worked with Crane Engineering for years, they also do our annual maintenance at other Lift Stations in the City and St. Ignace Township.

FISCAL EFFECT:

This purchase will be taken out of the Waste Water RR&I account.

Note: The amount of the new pump is \$9,452.00 not \$19,210 the computer automatically adds the two amounts. The other amount is the cost to rebuild our old pump which you can see it's cheaper to purchase a new pump.

SUPPORTING DOCUMENTATION:

see attached

RECOMMENDATION:

I recommend that we purchase this pump because it is an important part of our infrastructure. This pump station collects wastewater from North of South Airport going North to North Airport services many Businesses, Motels and the Mackinac Straits Hospital.



QUOTE

Headquarters

707 Ford Street, Kimberly, WI 54136
t. 920-733-4425 f. 920-733-0211

Minnesota Office

12265 Nicollet Ave., Burnsville, MN 55337
t. 952-444-1949

Number

CESQ51061

Date

Mar 24, 2022

Expires

May 23, 2022

Sold To**St. Ignace, City of**

Bill Fraser
396 N. State Street
St. Ignace, MI 49781

bfraser@cityofstignace.com**Phone** 906-643-9670**Fax** 906-643-9393**Ship To****St. Ignace, City of**

Bill Fraser
396 N. State Street
St. Ignace, MI 49781

bfraser@cityofstignace.com**Phone** 906-643-9670**Fax** 906-643-9393**Sales Rep****Director of Sales**

Eric Finnilla 920-850-3100

e.finnilla@craneengineering.net

Service Engineer

Josh Van Ryzin 920-257-0160

j.vanryzin@craneengineering.net

Terms	RFQ	Ship Via	FOB	Crane Order#
Net 30		Best Way	Warehouse	

Line	Qty	Product	Lead Time	Unit Price	Ext. Price
1	1	Heritage Lift Station Pump Repair Make: Gorman-Rupp Model: JS6E60-34 We have inspected the Gorman-Rupp pump that was removed from Heritage lift station. Inspection found the impeller is heavily worn at the vanes. The inboard mechanical seal is cracked and failed. The guide shoe gasket is torn. The motor housing had moisture in it indicating upper mechanical seal failure as well. Repair of this unit will require a new impeller, guide shoe gasket, mechanical seals, o-rings, moisture sensor, terminal block, and motor refurb.	22-24 WEEKS ARO	\$9,758.00	\$9,758.00
2	1	XFP101G-VX.6-PE300/2 460V New Sulzer Submersible Pump Model: XFP101G-VX.6-PE300/2 40HP, 3450RPM, 460V, 3PH, 60HZ	11-12 WEEKS ARO	\$9,452.00	\$9,452.00

Total**~~\$19,210.00~~**

Price does not include tax and shipping charges unless stated above.

Emergency purchase

VISIT OUR ONLINE STORE - SHOP.CRANEENGINEERING.NET



Invoices for Approval

Monday, June 6, 2022

Andy's Feed Station	DPW-Grass Seed/Flower Seed	\$300.00
Arrow Signs	Marina-Permit Parking/Seasonal Parking Signs	\$135.00
Axon Enterprise Inc	SIPD-Taser Supplies	\$1,322.55
B.C. Pizza	LBE Order 5/20, 5/13	\$74.75
Belonga Excavating, LLC	Gravel/SWR Line Parts/MJ Street Rental/	\$2,490.56
Belonga Plumbing & Heating	Marina -Turn on/Shower Repair	\$744.70
Blair's Power Wash	Marina - Powerwash Lighthouse and Paint Roof	\$975.00
Blarney Castle Oil Company	Marina-Resale Rec Gasoline	\$15,808.31
Charles J. Palmer, P.C.	Attorney Fees - April 2022 Statement	\$3,320.00
ETNA	Repair Clamp WTR Line	\$155.00
Ferguson Waterworks	Miss Dig Marker Flags	\$297.25
Fernelius Ford Lincoln	SIPD - 17 Taurus Seatbelt Repair/Vehicle Inspection	\$341.77
George's Body Shop Inc	SIPD-2021 Police Interceptor Repair	\$3,952.76
Hach	WTR Plant Supplies	\$213.26
Harrell's	Golf Course Supplies	\$443.10
Harris Computer Systems	Tax Stationary	\$196.80
Hawkins	Water Plant Supplies	\$70.00
Hotshots Drain Cleaning LLC	Thaw Frozen Sewer-Arnold Freight Dock 3	\$450.00
ICMA	Darcy Long Membership 2022	\$600.00
Interstate Batteries	T-46 Battery	\$362.93
Jack Doheny Company	Sewer Nachine Parts	\$285.02
Joe St. Louis	Boat Launch Bathrooms LED Lighting	\$500.00
Kelly Moran	Public Hearing Record	\$128.00
KSS	City Hall Supplies/Marina Supplies	\$840.89
Kurt Ney	Cart Rental Agreement through May 31, 2022	\$1,570.00
Little League International	LBE-Little League Charter Insurance	\$815.75
Mackinac Plumbing & Heating	Golf Course Urinal Repair	\$465.31
NCL	WTR Plant Supplies	\$1,396.42
NSCI Lab	WWTR Supplies	\$605.00
Paragon Laboratories	WWTR Plant Testing	\$4,082.92
Petty Cash - Little Bear East	LBE-Baseballs for Little Leage	\$213.73
Pomasl Fire Equipment	SIFD - Ladder, Tools	\$2,104.80
Quill	City Hall Supplies - Envelopes/Copy Paper, Subscription	\$265.21
Spartan Distributors	Golf Mower Repair Payment 2 of 3	\$4,683.34
St. Ignace Auto	SIPD-Washer Solvent / SI Golf Maintenance Supplies	\$219.44
St. Ignace Chamber of Commerce	Event Agreement- 4th of July Parade	\$2,000.00
St. Ignace True Value	April 2022 Golf Course Account	\$57.97
State Chemical Solutions	Parks Pest Repell	\$200.00
Trojan U.V.	WWTR Lamps	\$8,529.84
UP North Flags & Poles	Marina/DPW/Chall/DDA Flags	\$1,510.93
USA Bluebook	WWTR Supplies	\$479.30
Witmer Public Safety Group	SIFD - Stretcher/Rope/Accessories	\$1,252.28
		\$64,459.89