

CITY COUNCIL MEETING

St. Ignace, Michigan

Monday, July 10, 2023 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID: 876 7460 6498

******AGENDA******

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Roll Call
- 5) Additions to the Agenda
- 6) Public Comment (3-minute limit)
- 7) Consideration of Minutes of June 19, 2023
- 8) Old Business
 - A. City Manager Contract Approval
- 9) New Business
 - A. MME Summer Workshop – Overnight Training
- 10) Consideration of Bills
- 11) Public Comment (3-minute limit)
- 12) Management Report
 - A. Surface Water Intake Protection Plan 2023
- 13) Committee Reports
 - A. Negotiations Committee Minutes 6/19 & 6/26
- 14) Council Member Comments

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

A Regular Meeting of the St. Ignace City Council was held on Monday, June 19, 2023, in the City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available. Mayor LaLonde called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance. Councilmember Gustafson led the invocation.

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

ABSENT: Councilmember Cronan. (Approved at the May 15th Regular Council meeting.)

STAFF PRESENT: Andrea Insley, City Clerk-Treasurer; Charles Palmer, City Attorney; Scott Marshall, DDA Director; Kevin James, Police Chief.

ADDITIONS TO THE AGENDA

Councilmember Pelter – Communication to Council.

PUBLIC COMMENT *(3-min limit)*

Public comment was received recognizing the Juneteenth federal holiday.

CONSIDERATION OF MINUTES OF THE JUNE 5, 2023, REGULAR COUNCIL MEETING:

It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to approve the minutes of the June 5, 2023, Regular Council meeting as presented. Motion carried unanimously.

OLD BUSINESS

A. CITY MANAGER CONTRACT

Mayor LaLonde updated Council that the Negotiations Committee met with Mr. Marshall prior to the Regular Council meeting to discuss the City Manager contract proposal, and they have planned for further negotiations. The next meeting for the Negotiations Committee will be Monday, June 26th at 4:00 p.m. in the City Hall Council Chambers.

NEW BUSINESS

A. CITY AUDIT 2022 FILING EXTENSION

City Clerk/Treasurer Insley informed Council that a filing extension request has been submitted to the Michigan Department of Treasury for the 2022 audit as a precaution. The audit has begun but may exceed the June 30th deadline.

It was moved by Councilmember Gustafson, seconded by Councilmember Fullerton, to accept the submission requesting a filing extension for the 2022 audit.

Roll Call Vote

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

No: None.
Motion carried unanimously.

B. CITY HALL HALF- DAY ON JUNE 23RD

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem St. Louis, to approve closing City Hall doors to the public at 12:00 p.m. on Friday, June 23rd due to the annual Car Show. Motion carried unanimously.

C. RESOLUTION 23-26 MACKINAW CITY MUSTANG STAMPEDE 2023

RESOLUTION 23-26

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

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 the City of St. Ignace Police, and

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

NOW THEREFORE BE IT RESOLVED, that the City Council does approve the Mackinaw Mustang Stampede parade and the Police escort on Saturday, July 15, 2023.

Roll Call Vote:

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

No: None.

Absent: Councilmember Cronan.

Resolution declared Adopted.

ADDITIONS TO THE AGENDA

Councilmember Pelter – Communication to the Council.

Councilmember Pelter stated concerns of the communication to Council with news of City business, suggesting that if the information is shared with one Councilmember, it should be shared with all of the Council.

D. FINANCIALS

After some clarification on expenses in the Major and Local Street funds, it was moved by Councilmember Fullerton, seconded by Councilmember Gustafson, to approve the May 2023 financials as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

Councilmember Pelter inquired about the bills for Belonga Plumbing and the bill from Kelly Champion for landscaping services. Councilmember Gustafson questioned the Mackinac Sales bill.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Williford, to approve paying the bills in the amount of \$90,798.61.

AIRGAS USA LLC	1,304.33
BAM TOOLS	49.96
BELONGA EXCAVATING, LLC	375.00
BELONGA'S PLUMBING AND HEATING	95.85
BLARNEY CASTLE OIL CO	528.73
CHARLES J. PALMER, P.C.	1,748.12
DUANE L BENTLEY	210.00
FIRE CATT LLC	4,606.70
GFL ENVIRONMENTAL SERVICE USA	4,132.42
HD SUPPLY INC/USA BLUEBOOK	870.60
KELLY J CHAMPION	763.00
KIMBALL-MIDWEST	350.74
KSS ENTERPRISES	267.00
KURT NEY	1,305.00
KYLE JAMES BROW	3,917.00
MACKINAC SALES	352.03
MI MUNICIPAL RISK MGT AUTHORITY	58,030.00
MICHAEL RICHARD LAMB	460.00
MICHIGAN RURAL WATER ASSOCIATION	275.00
MOTOR PARTS AND EQUIPMENT CORP	1,266.78
NCL OF WISCONSIN INC	2,534.39
NSI LAB SOLUTIONS	644.00
PARAGON LABORATORIES, INC	550.00
PITNEY BOWES INC	407.94
QUILL CORPORATION	69.99
SENTRY SPRAY SERVICE LLC	175.00
SPARTAN STORES	71.14
ST IGNACE AUTOMOTIVE	632.90
ST IGNACE TRUE VALUE	2,429.33
STANDARD ELECTRIC COMPANY	737.62
STATE INDUSTRIAL PRODUCTS	297.00
STRAITS BUILDING CENTER	591.85
THE ST IGNACE NEWS/HOFFMAN MI MEDIA	261.88
WILK WIRING, LLC	487.31
Grand Total:	\$90,798.61

Roll Call Vote

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

No: None.

Motion carried unanimously.

PUBLIC COMMENT *(3 min limit)*

Public comment was received regarding the wrestling camp at Little Bear East the past two weeks, the City Charter and contact with the City attorney, and the City Hall half-day closing.

MANAGEMENT REPORT

City Clerk/Treasurer Insley informed Council that summer tax bills will be going out in the mail for July 1st delivery and the City's 2022 audit is open and being processed.

COMMITTEE REPORTS

Negotiations Committee – minutes from the June 12th meeting were provided.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

There being no further business, the meeting adjourned at 8:05 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer

DRAFT 6-14-23

**CITY OF ST. IGNACE
CITY MANAGER EMPLOYMENT AGREEMENT**

THIS EMPLOYMENT AGREEMENT made and entered into this 10th day of July 2023, by and between the City of St. Ignace, a municipal corporation of the State of Michigan, with a business address of 396 N State St., St. Ignace, Michigan, 49781, hereinafter referred to as “Employer”, and Scott Marshall referred to as “Employee”.

WITNESSETH:

WHEREAS, Employer agrees to employ Employee in the position of City Manager for the City of St. Ignace, as provided in pertinent sections of the City Charter, as superseded or modified by statute; and

WHEREAS, it is the desire of the St. Ignace City Council, hereinafter called “Council”, to provide certain benefits, establish certain conditions of employment, and set working conditions for Employee; and

WHEREAS, it is the desire of Council to (1) secure and retain the services of Employee and provide inducement for him to remain in such employment, (2) to make possible full work productivity by assuring Employee’s morale and peace of mind with respect to future security, (3) to act as a deterrent against malfeasance or dishonesty for personal gain on the part of Employee, and (4) to provide a just means for terminating Employee’s service at such time as he may be unable to fully discharge his duties or when Employer may otherwise desire to terminate his employment; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Employer and Employee agree as follows:

SECTION 1. DUTIES/CONDITIONS

1.1 Employer hereby agrees to employ Scott Marshall in the position of City Manager for the City of St. Ignace to perform the functions and duties specified in the City Charter, as superseded or modified by statute, and to perform all legally permissible and proper duties and functions the Council may assign from time to time.

1.2 Employee shall devote his entire professional time, attention, and energy to the affairs of the City, and shall not engage in any activity, which will interfere, or conflict with the good faith discharge of his duties to the City. The City Manager shall not engage in or carry on any other employment activity for his own benefit or for the benefit of any other person or entity without the prior written consent of the City Council.

1.3 Employee shall, in the performance of his duties, comply with all applicable laws, rules, regulations, orders, directives, and resolutions of agencies or entities of competent jurisdiction. Employee will also comply with all City policy directives as they establish.

1.4 It is understood and agreed that Employee's employment with Employer, at least in part, is due to the experience, education, and other qualifications Employee has claimed in documents submitted to Employer as part of his application for the position. Any material inaccuracies in such information provided would constitute just cause for termination of his employment, even if such inaccuracies were discovered after the employment relationship commences.

SECTION 2. TERM

2.1 The term of the contract shall commence on July 31, 2023, and end on December 31, 2024.

2.2 Nothing in this agreement shall prevent, limit, or otherwise interfere with the right of Council to terminate the services of Employee at any time, subject only to the provisions set forth in Section 8 of this agreement.

2.3 Nothing in this agreement shall prevent, limit, or otherwise interfere with the right of Employee to resign at any time from his position with Employer, subject only to the provision set forth in Section 8 of this agreement.

2.4 In the event written notice is not given by either party to this agreement to the other, 90 days prior to the termination date as herein provided, this agreement shall be extended on the same terms and conditions as herein provided for a one-year period. Said agreement shall continue thereafter for one-year periods unless one party hereto gives 90 days written notice to the other party that the party does not wish to extend this agreement for an additional one-year term.

SECTION 3. COMPENSATION

3.1 Beginning with the effective date of this contract, the City of St. Ignace employs Scott Marshall and agrees to compensate him at a prorated annual salary of \$72,000 payable in equal biweekly increments according to Employer's regular payroll cycle. Effective January 1, 2024, Employer agrees to increase the annual salary to \$73,500.

3.2 Employer agrees to increase said base salary and/or other benefits of Employee in such amounts and to such extent as the Council may determine that is desirable to do so on the basis of an annual salary review of said Employee, beginning each year.

SECTION 4. HOURS OF WORK

4.1 The work week of Employee shall be forty (40) hours in addition to any and all additional work time reasonably required to discharge the duties and responsibilities of the office of the City Manager, including but not limited to, any official meetings that are generally attended by the City Manager.

4.2 It is recognized that Employee must devote time outside of the normal office hours, from time to time, on business for Employer and shall be allowed to establish an

appropriate work schedule. The schedule shall be appropriate to the needs of the City and shall allow Employee to faithfully perform his assigned duties and responsibilities. The City Manager is expected to attend City Council meetings as part of his salary and job responsibilities.

SECTION 5. EMPLOYEE BENEFITS

5.1 Health Insurance: Employee and his dependents shall be eligible for all health, dental, and vision insurance benefits for which other management employees are eligible, per Employer's group health insurance plan.

Employees electing to receive medical coverage are required to pay a set contribution bi-weekly through payroll. Employees opting out of coverage shall receive an in-lieu-of payment in conjunction with their regular payroll cycle.

5.2 Disability and Life Insurance: Employee will be covered in the same manner and with the same limits as other management (non-union) employees of Employer. Additionally, Employee is entitled to workers' compensation coverage, should he be injured on the job, the same as is offered to other employees of Employer.

5.3 Retirement: Employer agrees to execute all necessary agreements provided by the MERS and, in addition to the base salary paid by Employer to Employee, Employer agrees to pay an amount equal to 100 percent of the cost of Plan B-4 Benefit Plan F55(15) into the MERS on Employee's behalf, and to transfer ownership to succeeding employers upon Employee's resignation or discharge, if that Employer participates in the MERS.

5.4 Vacation Leave: Beginning the first day of employment, Employee shall accrue ten (10) paid vacation days, of eight (8) hours each, on an annual basis, with twenty-five (25) days (200 hours) of maximum accumulation. Each subsequent year of the contract, Employee will receive one additional day (8 hours) of paid vacation on his anniversary date. Vacation time is computed on the number of hours for which an employee is paid. Vacation time may be used in increments of one hour or more and will not be granted before it is earned. All unused vacation time will be paid upon severance of employment with Employer at a prevailing rate.

5.5 Sick Leave: Employee shall be entitled to sick leave accrued at the rate of one day (8 hours) per month, totaling twelve days (96 hours) per year beginning from the first day of employment. Unused sick days roll over annually with 105 days maximum accrual. All unused paid sick time will be paid upon severance of employment with Employer at a rate of fifty (50) percent. If Employee is discharged under the terms of this Agreement, no payment for unused sick leave will be paid.

5.6 Personal Leave: City will provide Employee with one (8-hour) personal day per calendar year. Personal leave is non-accumulative and lost if not used within the calendar year. Employee's birthday is also granted as a personal day to be used within a reasonable time of the actual birthday.

5.7 Holidays: Employee will receive the same official holidays as all other City employees.

5.8 Death or Incapacitation During Term of Employment: If Employee dies, Employer shall pay to his estate all the compensation which would otherwise be payable to Employee up to the date of his death. If Employee becomes medically incapacitated, Employer shall pay to Employee all compensation owed to Employee. The Agreement shall terminate as of the said date of death or incapacitation. As used herein, compensation means all wages owed to Employee up to the date of death and all unused vacation and sick time up to the date of death.

SECTION 6: CELL PHONE/VEHICLE ALLOWANCE-EXPENSE REIMBURSEMENT

6.1 Employee will receive a cell phone stipend of \$720 per year.

6.2 Employee will receive standard travel reimbursement for travel outside the immediate area for City business, as determined by the current IRS Regulations. The City will provide a vehicle that is maintained and serviced by the City, if available. If no vehicle is available, Employee will utilize his personal vehicle.

6.3 Except as modified by this agreement, Employee shall be required to follow the City of St. Ignace Personnel Policies and Procedures, including the expense reimbursement portion.

SECTION 7: PROFESSIONAL DEVELOPMENT

7.1 Employer hereby agrees to budget for and to pay travel and subsistence expense of Employee for professional and official travel, meetings, and training adequate to continue the City Manager's professional development. Such opportunity sought shall include, but will not be limited to, the Michigan Municipal League Convention and other regional, state, and local groups and committees thereof which Employee serves as a member. Employee shall use good judgment in his outside activities, so he will not neglect primary duties to the City.

7.2 Employer also agrees to budget and pay for the travel and subsistence expenses of Employee for short courses, institutes, and seminars that are beneficial to the professional development of the City Manager and to Employer. Expenditures on the professional development benefits referenced above cannot exceed the annual budgeted appropriations for such activities.

SECTION 8: SUSPENSION/TERMINATION/SEVERANCE

8.1 Suspension: Employer may suspend Employee with full pay and benefits at any time during the term of this agreement, but only if:

- a. A majority of the Council and Employee agree, or
- b. After a public hearing, a majority of Council votes to suspend Employee for just cause provided, however, that Employer shall have given written notice setting forth any charges at least ten days prior to such hearing by the Council bringing such charges.

8.2 Termination/Severance: In the event Employee is terminated by the Council before the expiration of the aforesaid term of employment and during such unexpired time that Employee is willing and able to perform his duties under this Agreement, then in that event, Employer agrees to pay Employee a lump sum cash payment equal to two months aggregate salary. However, in the event Employee is terminated for just cause, then, in that event, Employer shall have no obligation to pay the aggregate severance sum designated in this paragraph. Termination of City Manager must comply with the City Charter.

8.3 In the event Employer, at any time during the term of this Agreement, reduces the salary or other financial benefits of Employee in a greater percentage than an applicable across-the-board reduction for all employees of Employer, or in the event Employer herein, or the Employee resigns following a suggestion, whether formal or informal, by the Council that he resign, then, in the event, Employee may, at his option, be deemed to be "terminated" at the date of such reduction or such refusal to comply within the meaning and context or any herein provision.

8.4 In the event Employee voluntarily resigns from his position with Employer before the expiration of the aforesaid term of his employment, then Employee shall give Employer a minimum thirty-day notice in advance unless the parties otherwise agree. Employee will not be eligible for severance pay in the event of his resignation.

SECTION 9: INDEMNITY/LIABILITY INSURANCE/BONDING

9.1 Indemnification: Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim, or demand or other legal action, whether groundless or otherwise, arising out of any alleged act or omission occurring in the performance of Employee's duties as City Manager. Employer will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. Willful torts and criminal acts are excepted.

9.2 Bonding: Employer shall bear the full cost of any fidelity or other bonds required of Employee under any law or ordinance.

9.3 Liability Insurance: Employer shall obtain and maintain liability insurance, which provides coverage for Employee for his good faith acts in the performance of his duties under this agreement.

SECTION 10: PERFORMANCE REVIEWS/EVALUATIONS/GOAL SETTING

10.1 The Council shall review and evaluate the performance of the Employee by the first regularly scheduled Council meeting in September. Said review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee. Said criteria may be added to or deleted from as the Council may from time to time determine, in consultation with the Employee. Further, the Mayor shall provide the Employee with a summary statement of the findings of the City Manager and provide an adequate opportunity for the Employee to discuss his evaluation with the Council.

10.2 Annually, the Council and Employee may define such goals and performance objectives that they determine necessary for the proper operation of the City and in the attainment of the Council's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

10.3 To the extent permitted by law, Employee may request that his evaluation is conducted in an executive or closed session.

SECTION 11: NO REDUCTION OF BENEFITS

Employer shall not at any time during the term of this agreement reduce the salary, compensation or other financial benefits of Employee, except to the degree of such a reduction across-the-board for all employees of Employer.

SECTION 12: GENERAL PROVISIONS

12.1 Notices pursuant to this agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

EMPLOYER – City of St. Ignace, 396 N State St., St. Ignace, MI 49781

EMPLOYEE – Scott Marshall, 893 West Lant Rd., St. Ignace, MI 49781

Alternatively, notices required pursuant to this agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

12.2 This text herein shall constitute the entire agreement between the parties.

12.3 This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

12.4 This agreement shall become effective commencing **July 31**, 2023.

12.5 If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, and shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereunto set their hands on the 10th day of July 2023.

CITY OF ST. IGNACE

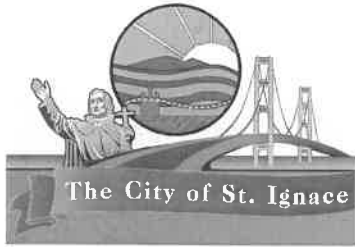
BY: _____
William LaLonde, Mayor

BY: _____
Scott Marshall, Employee

WITNESS

WITNESS

DRAFT



City of St. Ignace, MI

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

Staff Report

Agenda Date: 7/10/23

Presenter: *Scott Marshall*

Department:

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:

Michigan Municipal Executive Training Workshop July 24-27th, 2023 in Frankenmuth MI

BACKGROUND:

Agenda attached

FISCAL EFFECT:

\$200 Registration + Travel Costs

SUPPORTING DOCUMENTATION:

Attached

RECOMMENDATION:



A State Affiliate of NEMA

2023 MME Summer Workshop

MME Summer Workshop Information

About

Registration

Online registration will close on Friday, July 14th at 5:00 pm

[Click to register!](#)

Registration Rates

- MME Member:** \$300
- MME Consultant Member:** \$400
- First Time Summer Workshop Attendee:** \$250 (for MME members only, consultants noneligible)
- Retired Member Summer Workshop Attendee:** \$250
- Manager in Transition:** Fee waived
- Emerging Leader:** Fee waived
- Guest:** \$200 (Welcome Reception & Meals)

Activities

- Monday Activities**
Pre-Conference Workshop & Tour (Pre-registration required)
- Tuesday Activities**
Executive Coaching Sessions (Pre-registration required)
Welcome Reception & Activity (Pre-registration required)
- Wednesday Activities**
Vendor Reception (Pre-registration required)
Early Career Outreach Dinner @ \$10 (Pre-registration required)

Location

Bavarian Inn Lodge
1 Covered Bridge Ln
Frankenmuth, MI 48734

Registration

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

Agenda and Presentations

Session Descriptions

MME Blog



It's time to get your learn on...



Advocacy Committee Report



Summer Workshop Includes Ethics Session



The Intern's Question ... "What Does Success Look Like?"

JOIN THE NETWORK





2023 MME Summer Workshop

MME Summer Workshop Information

About

Registration

Agenda and Presentations

Monday, July 24

- 1:00 – 4:00 pm** **Registration Opens**
- 1:00 – 4:00 pm** **Pre-Conference Workshop & Tour (Pre-registration required)**
Frankenmuth Woolen Mill and Start of the West Milling Company Walking Tour
- 3:30 – 5:00 pm** **MME Board Meeting**
*MME Board members only

Tuesday, July 25

- 8:00 – 9:00 am** **Networking Breakfast**
- 8:00 – 9:00 am** **First Time Attendees Breakfast Meet Up**
- 8:00 – 4:30 pm** **Registration Open**
- 8:00 – 4:30 pm** **Executive Coaching**
- 9:00 – 9:30 am** **Opening Remarks**
 - Christine Burns, Village Manager, Village of Spring Lake; MME Board President
 - City of Frankenmuth
 - MFCI, LLC

MME Blog

It's time to get your learn on...

ADVOCACY
Advocacy Committee Report

Summer Workshop Includes Ethics Session

The Intern's Question ... "What Does Success Look Like?"

JOIN THE NETWORK



- 9:30 – 10:15 am** **Opening General Session - Impact of Officer Involved Shootings**
- Chief Christopher Hurt, Chief of Police, Lowell Police Department
 - G. Gus Morris, Shareholder, McGraw Morris, P.C.
 - Michael Burns, City Manager, City of Lowell
- 10:15 – 10:30 am** **Networking Break**
- 10:30 – 11:30 am** **Breakout Sessions**
- Trends in Project Finance and Funding
 - Growing Sustainability, Accessibility, and Community Building in Your Parks
 - Recent Changes to CDL Law and How it Affects Your Community
- 11:30 – 1:00 pm** **Networking Lunch**
- 1:00 – 1:45 pm** **Afternoon General Session - Proposal 2 and Elections in Your Communities**
- Secretary of State Jocelyn Benson
- 1:45 – 2:30 pm** **Legislative Update**
- State & Federal Affairs, Michigan Municipal League
- 2:30 – 3:00 pm** **Networking Break**
- 3:00 – 4:00 pm** **Breakout Sessions**
- Straight from the Source: Michigan Department of Treasury Shares the Latest on Issues Impacting Local Government
 - Adapting to the New Norm: Managing Cybersecurity Threats in the Age of Advanced Technology and Geopolitics
 - Road Funding 101 – Direct and Indirect Options
- 5:00 – 7:00 pm** **Welcome Reception & Activity (Pre-registration required)**
- Bavarian Belle Riverboat Cruise, 925 S. Main St D3, Frankenmuth, MI 48734
 - Join fellow managers for drinks and appetizers on an authentic Stern Driven Paddlewheel riverboat. Boat leaves promptly at 5:00 pm.

Wednesday, July 26

- 8:00 – 9:00 am** **Networking Breakfast**
- 8:00 – 5:00 pm** **Registration Open**
- 9:00 – 9:45 am** **Opening Remarks & ICMA Update**
- 9:45 – 10:45 am** **Opening General Session - Leadership on the Banks of the Red Cedar**
- Teresa K. Woodruff, Ph.D., Interim President, Michigan State University
- 10:45 – 11:15 am** **Networking Break**
- 11:15 am – 12:15 pm** **Breakout Sessions**
- Workforce Housing PILOT
 - How to Read a Financial Statement: City Manager Edition
 - Be a Goldfish: Leadership Lessons from Ted Lasso
- 12:15 – 1:30 pm** **Networking Lunch**

1:30 – 2:30 pm Afternoon General Session - Ethical Dilemmas in Local Government

- Mark Wollenweber, Retire Manager and ICMA Senior Advisor
- Gregg Guetschow, MME/ICMA Senior Advisor
- Juan Ganum, City Manager, Bridgman (moderator)

2:30 – 3:00 pm Networking Break

3:00 – 4:00 pm Breakout Sessions

- Strategic Planning and Budgeting to Achieve Long-Term Success
- Authentic Leadership
- New SVP Intro & MEDC Highlights

4:00 – 5:30 pm Vendor Reception (Pre-registration required)

5:30 – 7:30 pm Early Career Outreach Dinner (Pre-registration required)

- Sponsored by MFCl Financial

Thursday, July 27

8:00 – 9:00 am Networking Breakfast

9:00 – 9:05 am Opening Remarks

9:05 – 11:05 am Closing General Session - Effectively Manager Generational Differences in the Workplace

- Lewis Bender, Ph.D. Facilitator, Midwest Advanced Public Service Institute

11:05 am Closing Comments

Session Descriptions

Speakers

Venue & Hotel

Sponsorship

MME Meetings & Conferences Code of Conduct

Share!



Contact Information

General Information:

Ph: 734-662-3246

Fax: 734-669-4223

Conference Registration:

Email: registration@mme.org

MME Listserv:

Email: listmanager@mme.org

MME Website:

Email: webposting@mml.org

Invoices for Approval Monday, July 10, 2023

Accuproducts International	ACCU Gage	\$151.90
Ace Hardware	June 2023 Statement	\$3,843.19
Andy's Feed Station	Straw/Grass Seed/Propane Tank	\$227.00
Arrow Signs	LBE Parking Signs/Street Signs/Breakwall Signs	\$775.00
B&B Snowplowing & Lawncare	LBE-Gravel/Pole Barn	\$375.00
BAM Tools	DPW Light, Supplies, Tools, WTR/WWTR Supplies	\$505.45
BC Pizza	LBE-Conference Rental Buffet	\$370.00
Beckett & Raeder	Zoning Ordinance Planning Services	\$4,417.50
Belonga Excavating	Major Street and WWTR Line Repair	\$23,897.36
Belonga Plumbing	199 E Spring Street	\$345.00
Cut River Small Engine Repair	Equipment Mower Blades, Chains, Trim Head	\$318.00
ETNA	Local Streets parts/WTR Supplies	\$290.38
Gordon Food Service	4th of July Picnic-LBE	\$359.11
Grainger	Uniform Shirts-WTR/WWTR/DPW, Hose adapter	\$444.71
Great Lakes Coca-Cola	LBE Concessions/Catering	\$442.00
Great Lakes Exterminating	City Hall/DDA Parks/Museum	\$1,590.00
Harrell's	Golf Course Supplies	\$8,068.76
Hawkins	Water Plant Supplies	\$6,613.70
Horst Distributing Inc.	Golf Supplies	\$564.00
Joe St. Louis	GFI Outlets LBE	\$210.00
John E Green Company	Internal & FDC Check	\$1,800.00
KSS	Marina & LBE Supplies	\$1,126.52
Kurt Ney	Golf Cart Rental-June	\$1,333.00
Little League International	2023 Tournament Fee	\$232.00
Mackinac County Equalization Dept	2023 Support Fee	\$859.00
Mackinac Plumbing & Heating	Water Line PartsLBE Repair	\$121.00
Mackinac Sales	Water 3 Repair	\$2,187.02
Mark & Sons Plumbing & Heating	LBE Drinking Fountain	\$2,233.48
Microbiologics	Water Plant Supplies	\$263.28
National Office Products	June 2023 Statement	\$1,084.66
NCL	WTR-RRI Lab Equipment/Supply Replacement	\$523.83
Oscar W. Larson Co	Marina Qrtly B Inspection	\$204.00
Pomasal Fire Equipment	Fire Rescue Chain Saw- From Grant	\$5,141.64
Precision Edge Outdoor Services, LLC	June 2023 Statement	\$3,455.00
R&R Fire Truck Repair	E-4, E-2, R-1 Repair	\$1,040.50
Remy Battery	DPW Batteries	\$253.44
Royal Publishing	Golf Course MHSAA Advertising	\$95.00
Safety-Kleen Systems Inc.	DPW Window Solvent	\$173.79
Seewald's Towing	LBE Truck Tow	\$65.00
Spartan Distributors	Golf Supplies	\$4,232.86
SpartanNash-Family Fare	June 2023 Statement	\$623.28
St. Ignace Chamber of Commerce	Golf Course Advertising	\$150.00
Straits Building Center	May 2023 Golf Statement	\$119.91
Summit Fire Protection	SIPD-Extinguisher Recharge	\$87.10
Taylor Auto Supply, LLC	Auto Supplies	\$140.21
The Home City Ice Company	Marina Ice	\$203.18
The St. Ignace News	June 2023 Statement	\$266.00
Uline	DPW/Water/Water Uniform Shirts, Barricade Lights	\$1,533.61
USA Bluebook	WWTR Supplies	\$315.53

\$83,671.90



STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING

EGLE

AARON B. KEATLEY
ACTING DIRECTOR

GRETCHEN WHITMER
GOVERNOR

June 16, 2023

VIA EMAIL

Bill Fraser
City of St Ignace
396 North State Street
St. Ignace, Michigan 49781

Dear Bill Fraser:

SUBJECT: Surface Water Intake Protection Plan – City of St. Ignace, WSSN 06290

Congratulations! The city of St. Ignace Surface Water Intake Protection Plan is approved. The Michigan Department of Environment, Great Lakes, and Energy (EGLE), Drinking Water and Environmental Health Division (DWEHD) commends you on your efforts and encourages you to keep the program viable by updating it every six years or as changes occur within the source water protection program.

If you have any questions, comments, or need assistance implementing your program, you may contact me by telephone at 517-203-9631; email at BerndtJ1@Michigan.gov; or by mail at EGLE-DWEHD, Environmental Health Section, Source Water Unit.

Sincerely,

Jason Berndt, Environmental Quality Specialist
Source Water Unit
Environmental Health Section
Drinking Water and Environmental Health Division

jb/ms

cc: Kelly Hon, MRWA
Bob London, EGLE
Sara Pearson, EGLE

**City of St. Ignace
Negotiations Committee
Monday, June 19, 2023 – 4:00 p.m.
City Hall Council Chambers**

Present: Councilmember Gustafson, Mayor LaLonde and Councilmember Williford.

Staff Present: Scott Marshall, DDA Director; Andrea Insley, City Clerk/Treasurer.

Meeting called to order at 4:00 p.m.

City Manager Employment Contract:

The Committee met with Scott Marshall to review the proposed contract. Mr. Marshall stated his concerns regarding the vacation leave and the proposed salary for 2023 and 2024. He also discussed training/education opportunities and the use of a City car, both of which are in the contract.

The Committee stated concerns with the cost of the MERS B-4/Div 10 benefit and requested to speak with Terra Langham, the City's Regional Representative with MERS, by phone to gain clarification of Mr. Marshall's status. After much discussion, it was understood that Mr. Marshall could remain in the MERS B-4/Div10 for his retirement benefit because it is considered a lateral move by MERS and this Division covers the City Manager position.

The Committee also recognized that any accrued leave benefit that Mr. Marshall has with the DDA position will be paid out before taking office as the City Manager. There will be a 30-day time frame from when Mr. Marshall would accept the employment contract to his final day as DDA Director, per his current employment commitment to the DDA.

At this time, the Committee requested that Mr. Marshall provide a written request of the items he would like to negotiate further before the next meeting. The next Negotiations Committee meeting is scheduled for Monday, June 26th at 4:00 p.m.

Meeting adjourned 5:09 p.m.

**City of St. Ignace
Negotiations Committee
Monday, June 26, 2023 – 4:00 p.m.
City Hall Council Chambers**

Present: Councilmember Gustafson, Mayor LaLonde and Councilmember Williford.

Staff Present: Scott Marshall, DDA Director; Andrea Insley, City Clerk/Treasurer.

Others Present: Kayla Pelter, Tom Cronan.

Meeting called to order at 4:05 p.m.

City Manager Employment Contract:

Mayor LaLonde noted that Mr. Marshall had shared an email to the Committee requesting an increase in the proposed vacation accrual from 10 days to 20 days. This was the only item suggested for reconsideration.

The Committee discussed the MERS B-4 Div10 benefit as a bigger benefit than was planned for negotiations originally. As a result, it was the consensus to leave the vacation accrual at the original proposal of 10 days.

The Committee asked Scott to consider the contract as presented and requested that he notify City Clerk/Treasurer Insley with his response.

Meeting adjourned 4:40 p.m.

AI