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Topic: City Council Meeting

Time: Nov 1, 2021 07:00 PM Eastern Time (US and Canada)

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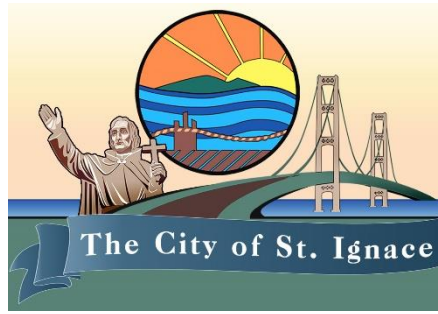
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**CITY COUNCIL MEETING**

St. Ignace, Michigan

Monday, November 01, 2021 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

**\*\*\*\*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 (3-minute limit)
- 7) Consideration of Minutes of October 18, 2021
- 8) Old Business
  - A. Reschedule Budget Meeting
- 9) New Business
  - A. Resolution—Non-Union Pay 2022
  - B. Resolution—Non-Union COVID Premium Pay 2022
  - C. Resolution—AFSCME COVID Premium Pay 2022
  - D. Police Chief Contract
  - E. Fire Chief Contract
  - F. Recreation Director Contract
- 10) Consideration of Bills
- 11) City Manager's Report
  - A. Website Update
- 12) Committee Reports
  - A. Police Department Report
  - B. SI Area EMS Minutes
  - C. Negotiating Committee
  - D. Policy Committee
- 13) 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, October 18, 2021, 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 Litzner, followed by the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

At this time, Mayor Litzner announced that she is attending the meeting via Zoom in St. Ignace, Michigan, due to a medical directive to quarantine, per the Open Meetings Act MCL15.263, Sect 3a. Mayor Litzner then directed Mayor Pro-Tem St. Louis to run the meeting.

**PRESENT FROM CITY COUNCIL:** Councilmembers Clapperton, Fullerton, LaLonde, Mayor Litzner (via Zoom in St. Ignace), Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Tremble.

**ABSENT:** None.

**STAFF PRESENT:** Darcy Long, City Manager; Charles Palmer, City Attorney (via Zoom); Andrea Insley, City Clerk/Treasurer; Stephanie Baar, Assistant to the City Manager; Tony Brown, Police Chief.

**ADDITIONS TO THE AGENDA**

Mayor Litzner – Trick or Treat event.

**LIMITED PUBLIC COMMENT**

Public comment was received regarding the City's 2022 draft budget.

**CONSIDERATION OF MINUTES OF THE OCTOBER 4, 2021 REGULAR COUNCIL MEETING:**

It was moved by Councilmember Clapperton, seconded by Councilmember LaLonde, to approve the minutes from October 4, 2021, as presented.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**OLD BUSINESS**

Councilmember LaLonde inquired about the number of short-term rentals on record in the City's residential districts. City Manager Long responded there has been no new data compiled recently.

Councilmember LaLonde requested the EUPConnect Collaborative submit to Council the legal document they had discussed during the initial presentation to the City regarding ARPA fund expenditures.

**NEW BUSINESS**

**A. APPROVAL OF ELECTION INSPECTORS FOR NOVEMBER 2<sup>ND</sup> ELECTION**

The Election Commission presented Council with the following for the November 2<sup>nd</sup> General Election: Election Board - Laurie Steiner, Renee Vonderwerth, Sherry Cece, Helen Thibault, Debra Ferguson and Mary Kay Tamlyn.

Receiving Board – Renee Vonderwerth and Sherry Cece.

It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve both the Election Board and Receiving Board for the November 2<sup>nd</sup> Election as presented.

**Roll Call Vote**

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

No: None.

Motion carried unanimously.

**B. ANTIQUE SNOWMOBILE BRIDGE CROSSING EVENT**

The annual Antique Snowmobile Bridge Crossing event is presented by the St. Ignace Visitors Bureau and will take place December 11, 2021. The event is only renting the conference room at Little Bear East Community Center from 9:00 a.m. to 2:00 p.m for the participants’ luncheon.

**C. ZONING CODE RECOMMENDATIONS**

Betsy Dayrell-Hart, Planning Commission Chairperson, introduced the document that included amendments to the City’s Zoning Ordinance as a result of a law suit involving the Religious Land Use and Institutionalized Persons Act (RLUIPA). As a requirement, the Planning Commission will first host a Public Hearing on this document on Thursday, November 4<sup>th</sup> at 6:00 p.m. in the City Hall Council Chambers, followed by a Special meeting for the Planning Commission to establish their recommendation to Council for this item. At that point, Council will decide if additional public hearings may be necessary or if they would like to bring it to the next Regular Council meeting on November 22<sup>nd</sup> for a vote.

**ADDITIONS TO THE AGENDA:**

**Mayor Litzner – Halloween Trick or Treating**

Mayor Litzner announced that participants will be allowed to trick or treat in the City from 5:00 p.m. to 8:00 p.m. on Sunday, October 31<sup>st</sup>.

**D. FINANCIALS**

City Manager Long briefly reviewed the September 2021 financials with Council.

**CONSIDERATION OF BILLS**

It was moved by Councilmember LaLonde, seconded by Councilmember Clapperton, to approve paying the bills as presented.

ACE HARDWARE	609.47
AIRGAS USA LLC	158.25
AMERICAN TEST CENTER	450.00
ANDREW DIXON	56.00
BAM TOOLS	18.25
BELONGA'S PLUMBING AND HEATING	124.26

BFMC INC	910.68
BLARNEY CASTLE OIL CO	18,476.20
CHARLES J. PALMER, P.C.	2,178.24
HD SUPPLY FACILITIES MAINTENANCE LT	1,136.41
HYDRITE CHEMICAL CO	9,958.10
KIMBALL-MIDWEST	446.98
LEVERING SPORTS INC	293.20
LYNN AUTO PARTS	2,959.12
MACKINAC SALES	362.63
MARK'S TIRE LLC	882.00
MCG WEB DEVELOPMENT INC	16.00
MI MUNICIPAL TREASURERS ASSOC	15.00
MICHAEL RICHARD LAMB	328.00
MILLER CONSULTATIONS&ELECTIONS,INC	1,223.65
MILLER, CANFIELD,PADDOCK AND STONE	1,416.00
MY-LOR INC	64.00
NATIONAL OFFICE PRODUCTS	1,026.39
NCL OF WISCONSIN INC	443.75
QUILL CORPORATION	150.90
R & R FIRE TRUCK REPAIR	230.45
SAULT PRINTING COMPANY	64.07
SPARTAN STORES	454.65
ST IGNACE AUTOMOTIVE	531.64
ST IGNACE TRUE VALUE	531.64
STEPHANIE BAAR	121.00
STRAITS BUILDING CENTER	437.13
SUMMIT FIRE PROTECTION	840.05
UIS SCADA	3,503.29
UNITED LABORATORIES	1,147.20
WESLEY H MAURER JR	1,539.11
<b>Grand Total:</b>	<b>\$52,966.69</b>

Councilmember LaLonde inquired about the bill from Mark's Tire LLC and suggested using a local vendor to maintain the City's vehicle needs when allowable.

**Roll Call Vote:**

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

No: None.

Motion carried unanimously.

**PUBLIC COMMENT**

Public comments were received regarding the Zoning Ordinance amendments, Representative John DaMoose local office hours and current City ordinance language regarding homeless people in the downtown area.

**CITY MANAGER'S REPORT**

City Manager Long updated Council on the planned action to remedy the recent issues with City code enforcement for temporary dwellings.

**COMMITTEE REPORTS**

No Committee reports were presented.

**COUNCILMEMBER COMMENTS**

Councilmembers commended public participation at City meetings and thanked State Representative John DaMoose for offering local office hours. Council also offered their appreciation for his assistance with the State appropriations for the new ambulance building.

There being no further business, the meeting adjourned at 7:54 p.m.

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**Robert St. Louis, Mayor Pro-Tem**

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**Andrea Insley, City Clerk/Treasurer**



**RESOLUTION**

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

**WHEREAS**, it is the desire of the City Council to:

1. Secure and retain the services of certain employees and to provide inducement for them to remain in such employment;
2. To make possible full work productivity by assuring adequate compensation for certain employees; and

**THEREFORE, IT IS HEREBY RESOLVED** that the City Council of the City of St. Ignace does hereby approve the following employees’ annual wage increases as indicated below:

<b>City Manager.....Darcy D. Long</b> <b>Effective date of January 1, 2022</b>	<b>\$1,875</b>	<b>\$76,875</b>
<b>Assistant to the City Manager....Stephanie Baar</b> <b>Effective date of January 1, 2022</b>		<b>\$38,000</b>
<b>Clerk/Treasurer.....Andrea Insley</b> <b>Effective date of January 1, 2022</b>	<b>\$1,194.32</b>	<b>\$48,967.04</b>
<b>Police Chief.....Anthony Brown</b> <b>Effective date of January 1, 2022</b>	<b>\$1,350</b>	<b>\$ 55,350.00</b>
<b>Marina Director.....Joe Stearns</b> <b>Effective date of January 1, 2022</b>		<b>\$31,554.72</b>
<b>Recreation Director...Morgan Mills</b> <b>Effective date of January 1, 2022</b>	<b>\$1,020</b>	<b>\$41,820.00</b>
<b>Events/Program Coordinator...Hannah Tropiano</b> <b>Effective date of January 1, 2022</b>		<b>\$32,000.00</b>
<b>DPW Director.....William Fraser</b> <b>Effective date of January 1, 2022</b>	<b>\$1,475.81</b>	<b>\$60, 508.07</b>
<b>Fire Chief.....Nicholas Montie</b> <b>Effective date of January 1, 2022</b>	<b>\$ 800</b>	<b>\$18,800</b>
<b>Assistant Fire Chief.....Matt Bowlby</b> <b>Effective date of January 1, 2022</b>	<b>\$ 75.02</b>	<b>\$3,075.48</b>



**AND FURTHER BE IT RESOLVED**, that the City Council does hereby agree to the terms and conditions as set forth in the “Contract Agreements” dated January 1, 2022 between the respective parties.

Roll Call Vote:

Yes:

No: None.

Absent: None.

Resolution declared Adopted.

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, November 1, 2021, at 7:00 p.m.

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Andrea Insley, City Clerk/Treasurer

## RESOLUTION

### A RESOLUTION TO DIRECT ADMINISTRATION TO ESTABLISH ESSENTIAL WORKER PREMIUM PAY UNDER AMERICAN RESCUE PLAN ACT

WHEREAS, on March 11, 2021, President Biden signed the U.S. Senate amended H.R. 1319 (P.L. 117-2) known as the American Rescue Plan Act “ARPA”; and

WHEREAS, on May 10, 2021, the U.S. Treasury issued the Interim Final Rule to implement ARPA in Title 31, Part 35 of the Code of Federal Regulations (“CFR”); and

WHEREAS, under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds “CSLFRF” to provide premium pay to eligible employees who performed essential work during the COVID-19 public health emergency. See CSLFRF Frequently Asked Questions No. 5.3; and

WHEREAS, City Council will provide premium pay to the Clerk-Treasurer, Public Works Director, Police Chief, Recreation Director, and City Manager who performed essential work as permitted by the Interim Final Rule, in accordance with City Charter, Ordinances, and other applicable agreements; and

WHEREAS, the City has identified personnel who serve on the frontlines and encountered the risks associated with exposure to COVID-19 first-hand when providing critical health and public safety services to the citizens in our community on a regular basis, during the pandemic; and

WHEREAS, these employees were employed prior to March 3, 2021, respectively; and

WHEREAS, Premium Pay of 5.5% of 2021 base wages of each employee a one-time payment that will not have retirement accounted for in this payment will be paid in January 2022 in one or two separate payroll checks the first payroll of the year. Employees will have the choice to split the payroll into two distributions.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby direct the City Manager’s Office to Budget in the 2022 Budget this Authorized COVID Premium Pay in the appropriate budget for each employee.

The foregoing resolutions was offered by and supported by roll call vote  
the following voted

Yea ;

Nay ;

Absent:

Motion

CERTIFICATION

I, Andrea Insley, City Clerk for the City of St. Ignace, County of Mackinac, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of St. Ignace during its regular meeting held on November 1, 2021.

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Andrea Insley, City Clerk

## RESOLUTION

### A RESOLUTION TO DIRECT ADMINISTRATION TO ESTABLISH ESSENTIAL WORKER PREMIUM PAY UNDER AMERICAN RESCUE PLAN ACT

WHEREAS, on March 11, 2021, President Biden signed the U.S. Senate amended H.R. 1319 (P.L. 117-2) known as the American Rescue Plan Act “ARPA”; and

WHEREAS, on May 10, 2021, the U.S. Treasury issued the Interim Final Rule to implement ARPA in Title 31, Part 35 of the Code of Federal Regulations (“CFR”); and

WHEREAS, under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds “CSLFRF” to provide premium pay to eligible employees who performed essential work during the COVID-19 public health emergency. See CSLFRF Frequently Asked Questions No. 5.3; and

WHEREAS, City Council will provide premium pay to Members of AFSCME Local #388 employees who performed essential work as permitted by the Interim Final Rule, in accordance with City Charter, Ordinances, and other applicable agreements; and

WHEREAS, the City has identified personnel who serve on the frontlines and encountered the risks associated with exposure to COVID-19 first-hand when providing critical health and public safety services to the citizens in our community on a regular basis, during the pandemic; and  
WHEREAS, those personnel are employees of the City in the Department of Public Works, Water and Wastewater Department, Clerk Clerical Staff, respectively; and

WHEREAS, Premium Pay of \$1,750 a one-time payment that will not have retirement accounted for in this payment will be paid in January 2022 in one or two separate payroll checks the first payroll of the year. Employees will have the choice to split the payroll into two distributions.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby direct the City Manager’s Office to Budget in the 2022 Budget this Authorized COVID Premium Pay in the appropriate budget for each employee.

The foregoing resolutions was offered by and supported by roll call vote

the following voted

Yea ;

Nay ;

Absent .

Motion .

CERTIFICATION

I, Andrea Insley, City Clerk for the City of St. Ignace, County of Mackinac, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of St. Ignace during its regular meeting held on November 1, 2021.

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Andrea Insley, City Clerk

CITY OF ST. IGNACE  
POLICE CHIEF EMPLOYMENT AGREEMENT

The agreement made and entered into this 1<sup>st</sup> day of November, 2021 by and between the City of St. Ignace, a Municipal Corporation of the State of Michigan, hereinafter referred to as “City”, and Anthony Brown, hereinafter referred to as “Chief” who was first employed by the City on the 21st day of February 2019.

Whereas, the Chief understands that he will be employed at an “at-will” status for a three (3) year term as Chief of Police for the City of St. Ignace, serving at the pleasure of the City Council and shall be subject to the removal by the City Council with or without cause after consultation with the City Manager; and

Whereas, The Chief and City desire to have an employment agreement, hereinafter referred to as “Agreement” which specifies, inter alia, his compensation for a period of three (3) years, but the Chief fully understands and acknowledges that the terms and conditions hereinafter set forth are for a three (3) year period, and there is no promise by the City of a definite term of employment. The terms of employment as hereinafter set forth are with the expectation that the Chief will still be employed by the City. Both parties fully understand that said contract is for a three (3) year term and nothing in said Agreement shall be nor is intended to be construed to make said employment other than an “at-will” status with the Chief serving at the pleasure of the City Council, after consultation with the City Manager.

Now, Therefore, in consideration of the mutual covenants and promises of the parties, It Is Agreed as Follows:

1. Term: The City hereby employs the Chief for a period of three (3) years beginning January 1, 2022 and ending December 31, 2024, to serve at the pleasure of the City Council with consultation of the City Manager. This Agreement shall be reopened for discussion of wages in 2023 and 2024.
2. Duties: The Chief shall be the Department Head of the Police Department for the City of St. Ignace. The Chief shall be responsible to the City Council for administration of the Police Department including planning, organizing, directing, controlling, reporting, and coordinating police operations.
3. Compensation: In the event that the Chief is employed by the City, his salary will be payable in equal increments according to the City’s regular payroll cycle. His compensation for each year of the contract shall be as follows:

January 1, 2022 to December 31, 2022      2.5 % raise to \$55,350

Will Receive 5.5% COVID on base pay of \$54,000

*Premium Pay for the first pay period in 2022 in a separate distribution.*

*No Retirement will be paid on the COVID Premium Pay Distribution by the employer.*

*No additional compensation will be received in 2022.*

2023 Wage Reopener

2024 Wage Reopener

4. Holidays: The Chief shall receive the same holidays as the other non-represented City employees. If a holiday hereinbefore mentioned or authorized falls upon a regularly scheduled day off, or if the Chief is required to work on the holiday, he shall hereafter be allowed to take another day off as a holiday.
5. Retirement: Employer agrees to execute all necessary agreements provided by the MERS and, in addition to the base salary paid by the Employer to Employee, Employer agrees to pay the maximum amount as allowed under State Law 12% to the MERS B-4 Benefit Plan Division 20, into the MERS on Employee's behalf, and to transfer ownership to succeeding employers upon Employee's resignation or discharge, if that Employer belongs to MERS.
6. Disability and Life Insurance: Disability and Life Insurance during employment with the City shall be furnished to the Chief as stated in the Plan Document and is the same for all other City of St. Ignace employees. Additionally, the Chief is entitled to the same workers' compensation coverage as other City employees, should he be injured on the job.
7. Health, Dental, and Vision Insurance: Employer agrees to provide hospitalization, surgical, and comprehensive medical insurance for Employee and his dependents and to pay the premiums thereon equal to that which is provided to all other employees of Employer. If the Employee chooses to opt-out of the Employer-sponsored plan to utilize health insurance provided by a spouse, the opt-out payment will be the same as other employees of the City received.
8. Death or Incapacitation During Term of Employment: If the Chief dies, the City shall pay to his estate all the compensation which would otherwise be payable to the Chief up to the date of his death. If the employee becomes medically incapacitated, the City shall pay to the Chief all compensation owed to the employee. Agreement shall terminate as of said date of death or incapacitation. As used herein, compensation means all wages owed to the Chief up to the date of death and all unused vacation and sick time up to the date of death.

9. Vacation: Police Chief shall accrue seventeen (17) vacation days on an annual basis. Each subsequent year of the contract, he will receive one (1) additional day of vacation on his anniversary date.
10. Sick and Personal Leave: Sick and Personal Leave shall be as outlined in the City's Personnel Policy Handbook.
11. Work Hours:
  - a. The Chief agrees to devote that amount of time and energy which is reasonably necessary for the Chief to faithfully perform the duties of Chief of Police under this Agreement.
  - b. The Chief's normal hours of work shall be Monday through Friday 6:00 a.m. to 2 p.m. Any time taken for a midday lunch shall be counted towards a required 40-hour workweek.
  - c. It is recognized that due to the small size of the St. Ignace Police Department the Chief may be occasionally required to cover for an officer who is out sick or on vacation. It is further recognized that the Chief must also devote a great deal of time outside of his normal office hours in the performance of his duties. To maintain a reasonable work schedule, the Chief shall be allowed to flex his work hours to adjust for time worked beyond his normal office hours. The Chief shall be expected to flex his work hours at such times which he reasonably determines will least adversely impact Department operations. The Chief will advise the City Manager when he is taking time off.
12. Work Rules: The City reserves the right to publish and enforce reasonable work rules, policies, and regulations as long as the terms thereof are not in violation of any term of this Agreement, further provided that said work rules will be in writing. Said work rules shall go into effect upon personal service of said rule. Within this agreement, it is also understood that all other work rules outside of those expressly provided within this agreement shall be referred to all City Departments, including but not limited to an annual performance review by the City Manager as provided in the City of St. Ignace Employee Handbook.
13. Professional Development: The City agrees to pay for any and all classes attended by the Chief that are required for his employment and agreed on by the Chief and the City Manager. Chief agrees to attend training necessary to maintain his skills as Chief.



14. Uniform, Equipment, and Take-Home Vehicle: The City shall furnish the Chief with the necessary uniforms and equipment to perform his duties. Additionally, cleaning and maintenance of said uniforms and equipment shall be done at the expense of the City.
- Employee's duties require that he have the exclusive, unlimited, and unrestricted use of a City vehicle at all times during his employment. Employer shall be responsible for maintenance and gasoline. The City will provide the Chief with a duty weapon.
15. Business Expenses: Upon the approval of the City Manager, the City shall reimburse Chief for any City business-related expenses that he has paid out of his personal funds. The City shall pay or assume travel expense incurred by the Chief in the discharge of City business at the current per-mile rate allowed by the IRS, provided the Chief furnishes complete and accurate records documenting such travel expense and further provided that the City Manager approves expenses. The Chief shall be provided with a City-issued smartphone of his choosing. The smartphone shall be available for upgrade during periodic promotional events offered by the City's approved cellular service carrier.
16. Suspension: Employer may suspend the Employee with full pay and benefits at any time during the term of this agreement, but only if:
- a. A majority of Council and Employee agree, or
  - b. After a public hearing, a majority of Council votes to suspend Employee for just cause, provided however that Employee shall have been given written notice setting forth any charges at least ten days prior to such hearing by the Council members bringing such charges.
17. Termination Agreement: This Agreement is for a three (3) year term as hereinbefore mentioned because the Chief is employed at an "at-will" status and serves only at the pleasure of the Council and City Manager. However, in the event that the employment of the Chief is terminated without cause prior to December 31, 2024, the City agrees that it shall give the Chief six (6) months' severance pay or until end of contract if greater than six (6) months remain. In the event the Chief decides to terminate his employment, then the severance pay hereinbefore mentioned for said severance is not applicable, and there shall be no 'severance pay'.
18. Voluntary Separation: Chief shall notify the City in writing thirty (30) days prior to voluntarily terminating employment with the City if said voluntary termination is before December 31, 2024. Upon termination of employment, employee shall have the responsibility of turning in all equipment and property belonging to the City.

19. Indemnification: City shall defend, save harmless, and indemnify Chief against any tort, professional liability claims, or other legal action, whether groundless or otherwise, arising out of an alleged act of omission occurring in the performance of Chief duties for the City of St. Ignace with such duties to include all obligations and commitments as hereinbefore set forth in this Agreement. The City will pay the amount of any settlement of judgment rendered thereon; provided, however, that nothing herein shall obligate the City to pay the costs of defending any criminal action brought by any state or federal authority.
20. Duration of Agreement: As hereinbefore set forth this agreement is for a three (3) year term as the Chief is employed on an “at-will status”; however, as set forth in the Agreement, the parameters of this agreement encompass a period beginning January 1, 2022 and ending on December 31, 2024.
21. Prior Agreements: All prior agreements pertaining to, connected with, or arising in any manner out of employment of Chief, including, but not limited to prior employment agreements, either oral or in writing, between the parties are hereby terminated and shall hereafter be of no force or effect whatsoever.
22. Governing Law: The agreement and the construction and interpretation hereof shall at all times and in all respects be governed by the laws of the State of Michigan.
23. Entire Agreement: The parties agree that this Agreement contains the entire agreement and understanding by and between the City of St. Ignace and Chief with respect to employment of Chief and no representations, promises, contracts, or understandings, written or oral, not contained herein, shall be of any force or effect. No change or modification of this Agreement shall be valid or binding unless it is in writing and signed by the party intending to be bound. No waiver of any provision of this agreement shall be valid unless it is in writing and signed by the party against whom the waiver is sought to be enforced. No valid waiver of any provision of this Agreement, at any time, shall be deemed a waiver of any other provision of this Agreement at such time or any other time.
24. Savings: The parties agree that should any part of this Agreement be rendered or declared invalid or illegal by legislation, decree of court of competent jurisdiction, National Labors Relations Board, or other established or to be established governmental administrative tribunal, such invalidation shall not affect the remaining portions of this Agreement.

In Witness Whereof, the parties have hereunto executed this Agreement this 1<sup>st</sup> day of November, 2021.

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Anthony Brown, Chief of Police

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Connie Litzner, Mayor

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Darcy D. Long, City Manager

CITY OF ST. IGNACE  
FIRE CHIEF EMPLOYMENT AGREEMENT

The agreement made and entered into this 1<sup>st</sup> day of November, 2021 by and between the City of St. Ignace, a Municipal Corporation of the State of Michigan, hereinafter referred to as “City”, and Nicholas Montie, hereinafter referred to as “Fire Chief.”

Whereas, the Fire Chief understands that he will be employed at an “at-will” status for a three (3) year term as Fire Chief who will serve at the pleasure of the St. Ignace City and shall be subject to removal by the City Manager with or without cause, and

Whereas, the Fire Chief and City desire to have an employment agreement hereinafter referred to as “Agreement” which specifies, inter alia, his compensation for a period of three (3) years, but the Fire Chief fully understands and acknowledges that the terms and conditions hereinafter set forth are for a partial period, and there is no promise by the City of a definite term of employment. The terms of employment as hereinafter set forth are with the expectation that the Fire Chief will still be employed by the City. Both parties fully understand that said contract is for a three (3) year term and nothing in said Agreement shall be nor is intended to be construed to make said employment other than an “at-will” status with the Fire Chief serving at the pleasure of the City.

Now, Therefore, in consideration of the mutual covenants and promises of the parties, It Is Agreed as Follows:

1. Term: The City hereby employs the Fire Chief for a period beginning January 1, 2022, and ending December 31, 2024, for a term of three (3) years to serve at the pleasure of the City.
2. Duties: The Fire Chief shall conduct, manage, and discharge the duties of the position of Fire Chief and shall to the best of his ability discharge all the duties imposed upon him by the City Manager, as defined by the City Charter and statutes of the State of Michigan, and all duties described in the City of St. Ignace Fire Chief job description. The Fire Chief shall be operationally responsible to the City Manager, or his or her designee.
3. Compensation: In the event that the Fire Chief is employed by the City, his salary will be payable in equal increments according to the City’s regular payroll cycle. Compensation for each fiscal year of the contract shall be as follows:

January 1, 2022 to December 31, 2022	\$18,800
January 1, 2023 to December 31, 2023	\$19,750
January 1, 2024 to December 31, 2024	\$20,100

4. Benefits: The Fire Chief understands that this position does not provide any City benefits such as health, dental, vacation, sick, holiday, or retirement.
5. Employee Policies: Fire Chief will be subject to the City of St. Ignace Employee Policy Manual.
6. The Fire Chief shall be entitled to "injured on duty" benefits as provided by applicable State of Michigan and/or Federal labor laws. In recognition of the on the job hazards exposed to the Fire Chief by members of the public who may have certain medical conditions, the contraction of Hepatitis or AIDS shall be presumed to have been a line of duty injury within the meanings of State of the Michigan General Laws, unless it can be absolutely shown that non-service-connected risk factors or non-service incidents caused the disease(s).
7. Professional Development: Upon the approval of the City Manager, the City shall pay for Fire Chief travel, subsistence, training, and dues that are necessary for the professional development of the Fire Chief. A professional development plan will be established and will allow the Fire Chief to work with the City Manager and City Council on providing input for training opportunities.
8. Death or Incapacitation During Term of Employment: If the Fire Chief dies, City shall pay to his estate all the compensation which would otherwise be payable to the Fire Chief up to the date of his death. If the employee becomes medically incapacitated, the City shall pay to the Fire Chief all compensation owed to the employee. Agreement shall terminate as of said date of death or incapacitation. As used herein, compensation means all wages owed to the Fire Chief up to the date of death.
9. Work Schedule:
  - a. The Fire Chief agrees to devote that amount of time and energy which is reasonably necessary for the Fire Chief to faithfully perform the duties of Fire Chief as stated under this agreement.
  - b. To that end, it is recognized that the Fire Chief may devote a great deal of time outside the normal office hours to Fire Department business. Therefore, the Fire

Chief shall be allowed to make adjustments in his schedule for time off so as not to adversely impact Department operations.

10. Work Rules: The City reserves the right to publish and enforce reasonable work rules, policies, and regulations as long as the terms thereof are not in violation of any term of this Agreement, further provided that said work rules will be in writing. Said work rules shall go into effect upon personal service of said rule. Within this Agreement it is also understood that all other work rules outside of those expressly provided within this Agreement shall be referred to all City Departments, including but not limited to an annual performance review by the City Council as provided in the City of St. Ignace Employee Handbook.
11. Voluntary Separation: Fire Chief shall notify the City in writing thirty (30) days prior to voluntarily terminating employment with the City if said voluntary termination is before December 31, 2024. Upon termination of employment, employee shall have the responsibility of turning in all equipment and property belonging to the City.
12. Indemnification: City shall defend, save harmless, and indemnify the Fire Chief against any tort, professional liability claims or other legal action, whether groundless or otherwise, arising out of an alleged act of omission occurring in the performance of Fire Chief job duties for the City of St. Ignace, with such duties to include all obligations and commitments as set forth in this Agreement. The City will pay the amount of any settlement or judgment rendered thereon; provided, however that nothing herein shall obligate the City to pay the costs of defending any criminal action brought by any state or federal authority or defend the Fire Chief.
13. Duration of Agreement: As hereinbefore set forth this Agreement is for an indefinite term as the Fire Chief is employed at an “at-will” status; however, as set forth in the Agreement, the parameters of this Agreement encompass a period beginning on the 1st day of November, 2021 and ending the 31st of December 2024.
14. Prior Agreements: All prior agreements pertaining to, connected with, or arising in any manner out of employment of the Fire Chief by the City, including, but not limited to, prior employment agreements, either oral or in writing, between the parties are hereby terminated and shall hereafter be of no force or effect whatsoever.
15. Governing Law: The Agreement and the construction and interpretation hereof shall at all times and in all respects be governed by laws of the State of Michigan.

16. Entire Agreement: The parties agree that this Agreement contains the entire agreement and understanding by and between the City of St. Ignace and the Fire Chief with respect to employment of Fire Chief and representations, promises, contracts, or understandings, written or oral, not contained herein, shall have no force of effect. No change or modifications of this Agreement shall be valid or binding unless it is in writing and signed by the party intending to be bound. No waiver of any provisions of this Agreement shall be valid unless it is in writing and signed by the party against whom the waiver is sought to be enforced.
  
17. Savings: The parties agree that should any part of this Agreement be rendered or declared invalid or illegal by legislation, decree of court of competent jurisdiction, National Labor Relations Board, or other established or to be established governmental administrative tribunal, such invalidation shall not affect the remaining portions of this Agreement.

In Witness Whereof, the parties have hereunto executed this Agreement the 1<sup>st</sup> day of November, 2021.

City of St. Ignace

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Nicholas Montie, Fire Chief

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Connie Litzner, Mayor

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Darcy D. Long, City Manager

CITY OF ST. IGNACE  
RECREATION DIRECTOR EMPLOYMENT AGREEMENT

The agreement made and entered into this 1<sup>st</sup> day of November, 2021 by and between the City of St. Ignace, a Municipal Corporation of the State of Michigan, hereinafter referred to as “City”, and Morgan Mills, hereinafter referred to as “Recreation Director.”

Whereas, the Recreation Director understands that she will be employed at an “at-will” status for a three (3) year term as Recreation Director who will serve at the pleasure of the St. Ignace City and shall be subject to removal by the City Manager with or without cause, and

Whereas, the Recreation Director and City desire to have an employment agreement, hereinafter referred to as “Agreement” which specifies, inter alia, her compensation for a period of three (3) years, but she fully understands and acknowledges that the terms and conditions hereinafter set forth are for a partial period, and there is no promise by the City of a definite term of employment. The terms of employment as hereinafter set forth are with the expectation that the Recreation Director will still be employed by the City. Both parties fully understand that said contract is for a three (3) year term and nothing in said Agreement shall be nor is intended to be construed to make said employment other than an “at-will” status with the Recreation Director serving at the pleasure of the City.

Now, Therefore, in consideration of the mutual covenants and promises of the parties, It Is Agreed as Follows:

1. Term: The City hereby employs the Recreation Director for a period beginning January 1, 2022 and ending December 31, 2024 for a term of three (3) years to serve at the pleasure of the City. This Agreement shall be reopened for discussion of wages in 2023 and 2024.
2. Duties: Recreation Director shall conduct, manage, and discharge the duties of the position of Recreation Director and shall to the best of her ability discharge all the duties imposed upon her by the City Manager, as defined by the City Charter and statutes of the State of Michigan, and all duties described in the City of St. Ignace Recreation Director job description. The Recreation Director shall be operationally responsible to the City Manager, or his or her designee.
3. Compensation: In the event that the Recreation Director is employed by the City, her salary will be payable in equal increments according to the City’s regular payroll cycle. Compensation for each fiscal year of the contract shall be as follows:



January 1, 2022 to December 31, 2022                      2.5% increase to \$41,820

Will Receive 5.5% COVID on base pay of \$40,800

*Premium Pay the first pay period in 2022 in a separate distribution.*

*No Retirement will be paid on this payroll by the employer.*

*No additional compensation will be received in 2022.*

2023 Wage Reopener

2024 Wage Reopener

4.     Holidays: The Recreation Director shall receive the same holidays as the other non-represented City employees.
  
5.     Retirement: The Employee shall receive, as a benefit of employment, the right to participate in any retirement plan currently offered in her division by the City, as allowed by law.
  
6.     Disability and Life Insurance: Disability and Life Insurance during employment with the City shall be furnished to the Recreation Director in the same amounts and at the same cost as furnished to other City of St. Ignace employees. Additionally, the Recreation Director is entitled to the same workers' compensation coverage as other employees of the City, should she be injured on the job.
  
7.     Health Insurance: Employer agrees to provide hospitalization, surgical, and comprehensive medical insurance for the Employee and to pay the premiums thereon equal to that which is provided to other Employees of the Employer.
  
8.     Death or Incapacitation During Term of Employment: If the Recreation Director dies, City shall pay to her estate all the compensation which would otherwise be payable to the Recreation Director up to the date of her death. If the employee becomes medically incapacitated, the City shall pay to the Recreation Director all compensation owed to the employee. Agreement shall terminate as of said date of death or Incapacitation. As used herein, compensation means all wages owed to the Recreation Director up to the date of death and all unused vacation and sick time up to the date of death.
  
9.     Vacation: The City agrees to furnish the Recreation Director with twelve (12) vacation days effective with the signing of this contract.
  
10.    Sick Pay: The Recreation Director will receive sick leave as outlined in the City of St. Ignace Employee Policy Handbook.

11. Work Schedule: Work schedule will be sufficient to complete work as Recreation Director. The City acknowledges that Recreation Department hours are varied due to recreation programs and facility activities that are outside typical hours of other City Departments.
12. Work Rules: The City reserves the right to publish and enforce reasonable work rules, policies, and regulations as long as the terms thereof are not in violation of any term of this Agreement, further provided that said work rules will be in writing. Said work rules shall go into effect upon personal service of said rule. Within this agreement it is also understood that all other work rules outside of those expressly provided within this agreement shall be referred to all City Departments, including but not limited to an annual performance review by the City Council as provided in the City of St. Ignace Employee Handbook.
13. Professional Development: Upon the approval of the City Manager, the City shall pay for Recreation Director travel, subsistence, training, and dues that are necessary for the professional development of the Recreation Director. A professional development plan will be established and will allow the Recreation Director to work with the City Manager and City Council on providing input for training opportunities.
14. Business Expenses: Upon the approval of the City Manager, the City shall reimburse the Recreation Director for any business-related expenses that she has paid out of her personal funds. The City shall pay or assume travel expense incurred by the Recreation Director in the discharge of City business at the current per-mile rate allowed by the IRS, provided the Recreation Director furnish complete and accurate records documenting such travel expense and further provide that the City Recreation Director approves expenses.
15. Suspension: Employer may suspend Employee subject to the procedures outlined in the City of St. Ignace Employee Manual.
16. Termination Agreement: This Agreement is for an indefinite term as hereinbefore mentioned because the Recreation Director is employed at an “at-will” status and serves only at the pleasure of the Council. However, in the event that the employment of the Recreation Director is terminated without cause prior to December 31, 2024 the City agrees that it shall give the Recreation Director two (2) months severance pay and benefits based upon the rate of pay in effect in this contract at the time of severance. In the event the Recreation Director decides to terminate her employment, then the severance pay hereinbefore mentioned for said two (2) months is not applicable, and there shall be no ‘severance pay’.

17. Voluntary Separation: Recreation Director shall notify the City in writing thirty (30) days prior to voluntarily terminating employment with the City if said voluntary termination is before December 31, 2024. Upon termination of employment, employee shall have the responsibility of turning in all equipment and property belonging to the City.
18. Indemnification: City shall defend, save harmless, and indemnify Recreation Director against any tort, professional liability claims, or other legal action, whether groundless or otherwise, arising out of an alleged act of omission occurring in the performance Recreation Director duties for the City of St. Ignace with such duties to include all obligations and commitments as set forth in this Agreement. The City will pay the amount of any settlement of judgment rendered thereon; provided, however that nothing herein shall obligate the City to pay the costs of defending any criminal action brought by any state or federal authority or defend the Recreation Director.
19. Duration of Agreement: As hereinbefore set forth this Agreement is for an indefinite term as the Recreation Director is employed at an 'at-will status'; however, as set forth in the Agreement, the parameters of this Agreement encompass a period beginning on the 1st day of November, 2021 and ending the 31st of December, 2024.
20. Prior Agreements: All prior agreements pertaining to, connected with or arising in any manner out of employment of Recreation Director by the City, including, but not limited to prior employment agreements, either oral or in writing, between the parties are hereby terminated and shall hereafter be of no force or effect whatsoever.
21. Governing Law: The Agreement and the construction and interpretation hereof shall at all times in all respects be governed by laws of the State of Michigan.
22. Entire Agreement: The parties agree that this Agreement contains the entire agreement and understanding by and between the City of St. Ignace and Recreation Director with respect to employment of Recreation Director and representations, promises, contracts, or understandings, written or oral, not contained herein, shall have no force of effect. No change or modifications of this Agreement shall be valid or binding unless it is in writing and signed by the party intending to be bound. No waiver of any provisions of this Agreement shall be valid unless it is in writing and signed by the party against whom the waiver is sought to be enforced.
23. Savings: The parties agree that should any part of this Agreement be rendered or declared invalid or illegal by legislation, decree of court of competent jurisdiction. National Labor Relations Board, or other established or to be established governmental

administrative tribunal, such invalidation shall not affect the remaining portions of this Agreement.

In Witness Whereof, the parties have hereunto executed this Agreement the 1<sup>st</sup> day of November, 2021.

City of St. Ignace

\_\_\_\_\_  
Morgan Mills, Recreation Director

\_\_\_\_\_  
Connie Litzner, Mayor

\_\_\_\_\_  
Darcy D. Long, City Manager

# EXPENSES BY FUND

MONDAY, NOVEMBER 1, 2021

101	\$9,775.96	GENERAL FUND
202	\$280.00	MAJOR STREETS
203	\$490.00	LOCAL STREETS
408	\$2,014.60	LBE PARK PROJECT
509	\$1,313.38	COMMUNITY CENTER
584	\$1,673.96	GOLF
590	\$5,966.76	WASTEWATER
591	\$11,562.13	WATER
594	\$987.16	MARINA
641	\$4,043.80	EQUIPMENT
TOTAL:	\$38,107.75	

CITY OF ST IGNACE COUNCIL MEETING  
 INVOICES FOR APPROVAL  
 MONDAY, NOVEMBER 1, 2021

Vendor	Description	Amount
AMERICAN WASTE INC	212306-CLEAN LIFT STATIONS	2,933.21
BELONGA EXCAVATING, LLC	SIFD TOPSOIL	75.00
BELONGA EXCAVATING, LLC	WOODCHIPPER	210.00
BELONGA'S PLUMBING AND HEATING	MARINA	788.75
C2AE	21-0085	1,529.30
C2AE	21-0076	2,257.78
DELTA COLLEGE	S. BAAR LAW ENFORCEMENT FOIA	125.00
ETNA SUPPLY COMPANY	3944	2,014.60
FERNELIUS FORD LINCOLN	SIPD-2014 FORD TAURUS REPAIR	1,078.39
HARRELL'S INC	STIGNGC	66.00
HARRELL'S INC	STIGNGC	210.00
HARRELL'S INC	STIGNGC	1,180.00
HAWKINS	353689	5,208.03
HD SUPPLY FACILITIES MAINTENANCE	922837	389.20
KSS ENTERPRISES	LITTLE BEAR EAST	707.90
KSS ENTERPRISES	LITTLE BEAR EAST	253.43
KSS ENTERPRISES	LITTLE BEAR EAST	352.05
MARK & SONS PLUMBING & HEATING LLC	WATER PLANT REPAIR	213.60
MICHAEL RICHARD LAMB	DETOUR SIGNS	560.00
PARAGON LABORATORIES, INC	WWTR PLANT	223.40
PAST PERFECT SOFTWARE INC,	39719	996.00
PAYNE & DOLAN INC	118273 COLD MIX INVENTORY	7,501.57
SAFETY-KLEEN SYSTEMS INC	ST26123	158.00
SPARTAN DISTRIBUTORS, INC	S64490	34.36
SPARTAN DISTRIBUTORS, INC	S64490	183.60
STANDARD ELECTRIC COMPANY	809759	1,280.85
STANDARD ELECTRIC COMPANY	809759	198.41
STATE OF MICHIGAN-DEQ	517963	1,340.28
TED FESTERLING LLC	CUTTING EDGES T38,T39,T43	3,885.80
UIS SCADA	STIG21.8.599	2,153.24
	Total:	38,107.75

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

10/29/2021 AP AMERICAN WASTE INC INVOICE: 101556 Ref#: 61946(212306-CLEAN LIFT STATIONS) 2,933.21 2,933.21  
 CONTRACTED SERV 590-542-818.000  
 Vnd: 2626 Invoice: 101556 590-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP BELONGA EXCAVATING, LLC INVOICE: 3475 Ref#: 61950(SIFD TOPSOIL) 75.00 75.00  
 OPERATING SUPPLIES 101-336-750.000  
 Vnd: 3031 Invoice: 3475 101-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP BELONGA EXCAVATING, LLC INVOICE: 3476 Ref#: 61951(WOODCHIPPER) 75.00 75.00  
 CONTRACTED SERV, ICL ST 203-463-807.000  
 Vnd: 3031 Invoice: 3476 203-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP BELONGA'S PLUMBING AND HEATING INVOICE: 9020 Ref#: 61942(MARINA) 210.00 210.00  
 CONTRACTED SERV 594-597-818.000  
 Vnd: 0024 Invoice: 9020 594-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP C2AE INVOICE: 72092 Ref#: 61962(21-0085) 788.75 788.75  
 PROFESSIONAL SERVICES 590-540-801.000  
 Vnd: 2274 Invoice: 72092 590-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP C2AE INVOICE: 72091 Ref#: 61963(21-0076) 1,529.30 1,529.30  
 PROFESSIONAL SERVICES 591-551-801.000  
 Vnd: 2274 Invoice: 72091 591-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP DELTA COLLEGE INVOICE: 4392045 Ref#: 61956(1542642 S. BAAR LAW ENFORCEMENT FOIA TRA) 2,257.78 2,257.78  
 ED & TRAINING 101-172-910.000  
 Vnd: 3402 Invoice: 4392045 101-000-202.000  
 Expected Check Run: 10/29/2021

125.00 125.00

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

10/29/2021 AP ETNA SUPPLY COMPANY Invoice: S104192817.001 Ref#: 61970(3944)  
 CONTRACTED SERV 408-771-818.000  
 Vnd: 0070 Invoice: S104192817.001 408-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP FERNELIUS FORD LINCOLN Invoice: 161240 Ref#: 61941(SIPD-2014 FORD TAURUS REPAIR)  
 VEHICLE MAINT 101-301-930.001  
 Vnd: 3401 Invoice: 161240 101-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HARRELL'S INC Invoice: INV01546995 Ref#: 61965(STIGNGC)  
 TURF EXPENSE GC 584-797-774.000  
 Vnd: 2151 Invoice: INV01546995 584-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HARRELL'S INC Invoice: INV01548635 Ref#: 61966(STIGNGC)  
 TURF EXPENSE GC 584-797-774.000  
 Vnd: 2151 Invoice: INV01548635 584-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HARRELL'S INC Invoice: INV01548204 Ref#: 61967(STIGNGC)  
 TURF EXPENSE GC 584-797-774.000  
 Vnd: 2151 Invoice: INV01548204 584-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HAWKINS Invoice: 6047339 Ref#: 61960(353689)  
 OPERATING SUPPLIES 591-551-750.000  
 Vnd: 3175 Invoice: 6047339 591-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HD SUPPLY FACILITIES MAINTENANCE LT Invoice: 752311 Ref#: 61959(922837)  
 OPERATING SUPPLIES 591-551-750.000  
 Vnd: 1337 Invoice: 752311 591-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HARRELL'S INC Invoice: INV01548204 Ref#: 61967(STIGNGC)  
 TURF EXPENSE GC 584-797-774.000  
 Vnd: 2151 Invoice: INV01548204 584-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HARRELL'S INC Invoice: INV01548635 Ref#: 61966(STIGNGC)  
 TURF EXPENSE GC 584-797-774.000  
 Vnd: 2151 Invoice: INV01548635 584-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HARRELL'S INC Invoice: INV01548204 Ref#: 61967(STIGNGC)  
 TURF EXPENSE GC 584-797-774.000  
 Vnd: 2151 Invoice: INV01548204 584-000-202.000  
 Expected Check Run: 10/29/2021

10/29/2021 AP HAWKINS Invoice: 6047339 Ref#: 61960(353689)  
 OPERATING SUPPLIES 591-551-750.000  
 Vnd: 3175 Invoice: 6047339 591-000-202.000  
 Expected Check Run: 10/29/2021

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
10/29/2021	AP	ETNA SUPPLY COMPANY	Invoice: S104192817.001 Ref#: 61970(3944)		
		CONTRACTED SERV	408-771-818.000	2,014.60	
		Vnd: 0070 Invoice: S104192817.001	408-000-202.000		2,014.60
10/29/2021	AP	FERNELIUS FORD LINCOLN	Invoice: 161240 Ref#: 61941(SIPD-2014 FORD TAURUS REPAIR)		
		VEHICLE MAINT	101-301-930.001	2,014.60	
		Vnd: 3401 Invoice: 161240	101-000-202.000		2,014.60
10/29/2021	AP	HARRELL'S INC	Invoice: INV01546995 Ref#: 61965(STIGNGC)		
		TURF EXPENSE GC	584-797-774.000	1,078.39	
		Vnd: 2151 Invoice: INV01546995	584-000-202.000		1,078.39
10/29/2021	AP	HARRELL'S INC	Invoice: INV01548635 Ref#: 61966(STIGNGC)		
		TURF EXPENSE GC	584-797-774.000	66.00	
		Vnd: 2151 Invoice: INV01548635	584-000-202.000		66.00
10/29/2021	AP	HARRELL'S INC	Invoice: INV01548204 Ref#: 61967(STIGNGC)		
		TURF EXPENSE GC	584-797-774.000	66.00	
		Vnd: 2151 Invoice: INV01548204	584-000-202.000		66.00
10/29/2021	AP	HAWKINS	Invoice: 6047339 Ref#: 61960(353689)		
		OPERATING SUPPLIES	591-551-750.000	210.00	
		Vnd: 3175 Invoice: 6047339	591-000-202.000		210.00
10/29/2021	AP	HD SUPPLY FACILITIES MAINTENANCE LT	Invoice: 752311 Ref#: 61959(922837)		
		OPERATING SUPPLIES	591-551-750.000	1,180.00	
		Vnd: 1337 Invoice: 752311	591-000-202.000		1,180.00
		Expected Check Run: 10/29/2021		389.20	389.20



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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
10/29/2021	AP	KSS ENTERPRISES BLDG. MAINT SUPPLIES Vnd: 0774 Invoice: 1335278	Invoice: 1335278 Ref#: 61953(LITTLE BEAR EAST) 509-762-776.000 509-000-202.000	707.90	707.90
		Expected Check Run: 10/29/2021			
10/29/2021	AP	KSS ENTERPRISES BLDG. MAINT SUPPLIES Vnd: 0774 Invoice: 1334173	Invoice: 1334173 Ref#: 61954(LITTLE BEAR EAST) 509-762-776.000 509-000-202.000	707.90	707.90
		Expected Check Run: 10/29/2021			
10/29/2021	AP	KSS ENTERPRISES BLDG. MAINT SUPPLIES Vnd: 0774 Invoice: 1326583	Invoice: 1326583 Ref#: 61955(LITTLE BEAR EAST) 509-762-776.000 509-000-202.000	253.43	253.43
		Expected Check Run: 10/29/2021			
10/29/2021	AP	MARK & SONS PLUMBING & HEATING LLC CONTRACTED SERV - LABOR CONTRACTED SERV - MATERIALS Vnd: 0674 Invoice: 5137	Invoice: 5137 Ref#: 61943(WATER PLANT REPAIR) 591-552-818.000 591-552-818.000 591-000-202.000	352.05	352.05
		Expected Check Run: 10/29/2021			
10/29/2021	AP	MICHAEL RICHARD LAMB MATERIALS/DPW/ROADS MATERIALS/DPW/ROADS Vnd: 2631 Invoice: 6114 Vnd: 2631 Invoice: 6114	Invoice: 6114 Ref#: 61952(DETOUR SIGNS) 202-474-782.000 203-474-782.000 202-000-202.000 203-000-202.000	213.60	213.60
		Expected Check Run: 10/29/2021			
10/29/2021	AP	PARAGON LABORATORIES, INC CONTRACTED SERV Vnd: 1724 Invoice: 144372-223962	Invoice: 144372-223962 Ref#: 61961(WWTR PLANT) 590-541-818.000 590-000-202.000	560.00	560.00
		Expected Check Run: 10/29/2021			
10/29/2021	AP	PAST PERFECT SOFTWARE INC, MAGPRA SERVICES Vnd: 3403 Invoice: 90619371	Invoice: 90619371 Ref#: 61964(39719) 101-704-801.000 101-000-202.000	223.40	223.40
		Expected Check Run: 10/29/2021			

996.00 996.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
10/29/2021	AP	PAYNE & DOLAN INC INVENTORY - ROAD MATERIALS Vnd: 0605 Invoice: 1772643	Invoice: 1772643 Ref#: 61957(118273 COLD MIX INVENTORY) 101-000-109.000 101-000-202.000	7,501.57	7,501.57
		Expected Check Run: 10/29/2021			
10/29/2021	AP	SAFETY-KLEEN SYSTEMS INC OPERATING SUPPLIES Vnd: 0195 Invoice: 87267363	Invoice: 87267363 Ref#: 61958(ST26123) 641-581-750.000 641-000-202.000	7,501.57	7,501.57
		Expected Check Run: 10/29/2021			
10/29/2021	AP	SPARTAN DISTRIBUTORS, INC REPAIR & MAINT SUPP Vnd: 3216 Invoice: 10896647-1	Invoice: 10896647-1 Ref#: 61968(S64490) 584-797-775.000 584-000-202.000	158.00	158.00
		Expected Check Run: 10/29/2021			
10/29/2021	AP	SPARTAN DISTRIBUTORS, INC REPAIR & MAINT SUPP Vnd: 3216 Invoice: 108966287-1	Invoice: 108966287-1 Ref#: 61969(S64490) 584-797-775.000 584-000-202.000	34.36	34.36
		Expected Check Run: 10/29/2021			
10/29/2021	AP	STANDARD ELECTRIC COMPANY CONTRACTED SERV Vnd: 2780 Invoice: 1016106-00	Invoice: 1016106-00 Ref#: 61944(809759) 590-542-818.000 590-000-202.000	183.60	183.60
		Expected Check Run: 10/29/2021			
10/29/2021	AP	STANDARD ELECTRIC COMPANY CONTRACTED SERV Vnd: 2780 Invoice: 1015865-00	Invoice: 1015865-00 Ref#: 61945(809759) 594-597-818.000 594-000-202.000	1,280.85	1,280.85
		Expected Check Run: 10/29/2021			
10/29/2021	AP	STATE OF MICHIGAN-DEQ CONTRACTED SERV Vnd: 0151 Invoice: 761-10648156	Invoice: 761-10648156 Ref#: 61947(517963) 591-551-818.000 591-000-202.000	198.41	198.41
		Expected Check Run: 10/29/2021			
				<u>1,340.28</u>	<u>1,340.28</u>
				<u>1,340.28</u>	<u>1,340.28</u>

User: SHERRY  
DB: St Ignace

PROOF ONLY - JOURNAL ENTRIES NOT CREATED  
GL Number DR Amount CR Amount

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
10/29/2021	AP	TED FESTERLING LLC	Invoice: 9456 Ref#: 61948 (CUTTING EDGES T38, T39, T43)		
		EQUIP MAINT SUPP	641-582-778.000	3,885.80	
		Vnd: 2455 Invoice: 9456	641-000-202.000		3,885.80

Expected Check Run: 10/29/2021

3,885.80	3,885.80
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10/29/2021	AP	UIS SCADA	Invoice: 530365168 Ref#: 61949 (STIG21.8.599)	DR Amount	CR Amount
		CONTRACTED SERV	591-551-818.000	2,153.24	
		Vnd: 0308 Invoice: 530365168	591-000-202.000		2,153.24

Expected Check Run: 10/29/2021

2,153.24	2,153.24
38,107.75	38,107.75

Cash/Payable Account Totals:

ACCOUNTS PAYABLE	101-000-202.000	9,775.96
ACCT PAYABLE	202-000-202.000	280.00
ACCOUNTS PAYABLE	203-000-202.000	490.00
ACCOUNTS PAYABLE	408-000-202.000	2,014.60
ACCOUNTS PAYABLE	509-000-202.000	1,313.38
ACCOUNTS PAYABLE	584-000-202.000	1,673.96
ACCTS PAYABLE	590-000-202.000	5,966.76
ACCT PAYABLE	591-000-202.000	11,562.13
ACCOUNTS PAYABLE	594-000-202.000	987.16
ACCT PAYABLE	641-000-202.000	4,043.80
TOTAL INCREASE IN PAYABLE:		38,107.75

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

A Regular Meeting of the St. Ignace –Area EMS Council was held on Tuesday, September 21, 2021 in the St. Ignace Municipal Building. The meeting was called to order at 2:15 p.m. by Vice Chairperson Austin Kimberling.

**Members Present:** Secretary Jay Tremble, City of St. Ignace; Treasurer Laurie Collier, Hendricks Township; Vice Chairperson Austin Kimberling, Moran Township (2:11 p.m.); Glenn McKenzie, St. Ignace Township.

**Absent:** Chairperson David Blake-Thomas, Trout Lake Township; Ed Serwach, Brevort Township; Eric Danielson, St. Ignace Township.

**Others Present:** Mark Wilk, Area Manager; Dallas Hyde, Cheboygan Life Support Systems (CLSS); Ken Collier; Andrea Insley (minutes).

**Public Comment**

No public comment at this time.

**Consideration of minutes from August 17, 2021 Council Meeting:**

A correction was requested to remove Cheryl Hood from those listed as present. It was moved by Secretary Tremble, seconded by Treasurer Collier, to approve the minutes from August 17, 2021 with the correction noted. Motion carried unanimously.

**Board Reports:**

a. CLSS Financial Report – Dallas Hyde, CLSS, presented both a 2021 quarterly Profit & Loss report and a January through August Profit & Loss comparison between 2020 and 2021. Mr. Hyde reviewed decreases in both expenses and revenues, noting staffing difficulties and the effects of the payroll protection funding.

b. Operations Report – Mark Wilk, Area Manager, informed Council of the recent activities of the local ambulance crew, stating how busy it has been and that there are only two more events on the calendar. Mr. Wilk cautioned that at this time one crew doesn't even cover all of their expenses, so staff scheduling will be scrutinized.

Mr. Wilk updated Council on the status of the new ambulance with delivery tentatively schedule for after Thanksgiving. The First National Bank has offered a 2.5% rate of interest for those entities that will be financing their payment, with the rest opting to make a one-time payment.

Mr. Wilk also noted that the vehicle unit that was to go to Hendrick's Township experienced expensive engine trouble. After contacting the dealer for the new ambulance, the unit can still be accepted as is and they will give \$2,500 for a trade-in. Mr. Wilk proposed the additional cost to transport the unit to the dealership be expensed from existing funds of the SIAEMS, an approximate amount of \$3,700. Equipment from the unit will be dispersed to the unit that CLSS will be providing Hendrick's Township.

c. SI-Area EMS Council Financial Report – Laurie Collier, Treasurer, reviewed the monthly balance sheet with Council, noting no changes from the prior report with a balance of

\$45,214.54. It was moved by Secretary Tremble, seconded by Vice-Chairperson Kimberling, to accept the financial report. Motion carried unanimously.

**Old Business:**

a. Building Update – Mark Wilk informed Council that the State of Michigan has approved requested funding of approximately \$1.5 million for a new ambulance building with details to come.

**New Business:**

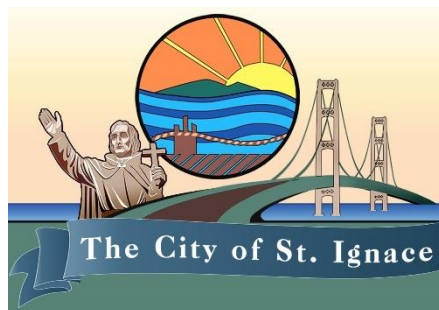
a. Grant Opportunities - Vice-Chairperson Kimberling suggested applying to the Community Foundation for contributions.

b. Authority Articles of Incorporation – Vice-Chairperson Kimberling reminded Council to review the information provided previously regarding the Articles of Incorporation.

**Adjourn:**

The next Regular Council Meeting will be held on Tuesday, October 19, 2021 at 2:00 p.m. in the St. Ignace Municipal Building.

There being no further business, it was moved by Vice-Chairperson Kimberling, seconded by Secretary Tremble, to adjourn the meeting at 2:55 p.m. Motion carried unanimously.



**Negotiations Committee**

396 North State Street

St. Ignace, Michigan

City Hall-City Council

Thursday, October 28, 2021 – 1:00 P.M.

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

- 1) New Business
- 2) Additions to the Agenda
  - A. AFSCME Tentative Agreement
  - B. Police Chief Contract
  - C. Fire Chief Contract
  - D. Recreation Director Contract
- 2) Adjourn

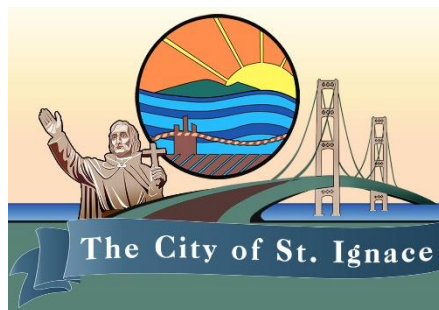
The Negotiating Committee met on October 28, 2021 at 1:00 p.m. in the City Council Chambers.

Present: Mayor Litzner, Councilmember Tremble, Councilmember LaLonde, City Manager Long, Assistant to the City Manager Baar, Police Chief Brown, and Recreation Director Mills.

The committee discussed the employment contracts of Chief Brown, Recreation Director Mills, and Fire Chief Montie.

Contracts were amended and updated, with all agreed upon changes reflected in the attached contracts.

AFSCME contract negotiations were also discussed with further negotiations/discussions agreed upon.



**Policy Committee**  
St. Ignace, Michigan  
Thursday, October 28, 2021 – 7:00 p.m.  
City Council Chambers

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

- 1) New Business
  - A. Revised Personnel Policy Handbook Draft
- 2) Adjourn

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The Policy Committee met on October 28, 2021 at 7:00 p.m. in the City Council Chambers.

Present: Mayor Litzner, Mayor Pro-Tem St. Louis, Councilmember Pelter, and City Manager Long.

The committee met to discuss the Personnel Policy Handbook.

City staff were in attendance and offered suggestions and advice on recommended changes.

Changes will continue to be made with the input of City staff, and the committee will meet again to discuss.