

**CITY COUNCIL MEETING**  
St. Ignace, Michigan  
Tuesday, January 21, 2020 – 7:00 p.m.  
City Council Chambers

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

- I. Call to Order
- II. Pledge of allegiance
- III. Invocation
- IV. Roll call
- V. Consideration of minutes of the January 6, 2019 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business
  - 1. **PERMISSION FOR TRAINING**
  - 2. **REIMBURSEMENT FOR ARNOLD FREIGHT COMPANY DOCK 3 FENCE DAMAGE**
  - 3. **FINANCIALS**
- IX. Public Comment
- X. Consideration of Bills

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

A Regular Meeting of the St. Ignace City Council was held on Monday, January 6, 2020, in the Council Chambers at City Hall.

The meeting was called to order at 7:00 p.m. by Mayor Pro-Tem Paquin, with the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

**Present:** Councilmembers Clapperton, Fullerton, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis and Tremble.

**Absent:** Mayor Litzner. It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to excuse Mayor Litzner from the meeting due to family illness. Motion carried unanimously.

**Staff Present:** Mike Stelmaszek, City Manager; Lauren Yoder, Marina Director; Anthony Brown, Police Chief; Andrea Insley, City Clerk/Treasurer.

**Consideration of minutes from December 16, 2019 Council meeting:**

It was moved by Councilmember St. Louis, seconded by Councilmember Tremble, to approve the minutes from December 16, 2019. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding a complaint to the Police Department for snowmobiles trespassing in a resident's yard on First Street.

**Additions to the Agenda:**

City Manager Stelmaszek – Bid opening.  
Councilmember St. Louis – St. Ignace Fire Department.

**1. RESOLUTION LABATT BLUE U.P. POND HOCKEY CHAMPIONSHIP 2020:**

**RESOLUTION**

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

**WHEREAS**, the St. Ignace Visitors Bureau and St. Ignace Events Committee, in association with Labatt Blue, Kewadin Casinos, and many other businesses and entities in the community, requests permission to conduct the Labatt Blue U.P. Pond Hockey Championship, and

**WHEREAS**, this event does not require the usage of any public-owned property, except Kiwanis Beach and Moran Bay on Lake Huron and,

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

**NOW THEREFORE BE IT RESOLVED**, that the St. Ignace City Council has determined that the St. Ignace Visitors Bureau and St. Ignace Events Committee meet the criteria established in the various sections of the Ordinance No. 413, and has provided a copy of the required insurance and,

**FURTHER BE IT RESOLVED**, that the St. Ignace City Council approves a Special Events status for the Labatt Blue U.P. Pond Hockey Championship on February 13-16, 2020.

**Roll Call Vote:**

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

No: None.

Absent: Mayor Litzner.

Resolution declared Adopted.

**2. PAY REQUEST #4 AND CHANGE ORDER #3 FOR WASTEWATER PROJ 16-0072:**

It was moved by Councilmember Tremble, seconded by Councilmember St. Louis, to approve Pay Request #4 and Change Order #3.  
Motion carried unanimously.

**Additions to the Agenda:**

**City Manager Stelmaszek – Bid Opening:**

City Manager Stelmaszek announced to Council that after a second call for bids, there was a single bid received for \$500 from Bennett Paul for the City's 1997 Ford F-350 4x4.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to accept the bid of \$500 from Bennett Paul for the 1997 Ford F-350 4x4. Motion carried unanimously.

**Councilmember St. Louis – St. Ignace Fire Department:**

Councilmember St. Louis commended the St. Ignace Fire Department, as well as the assisting Fire Departments from Brevort, Mackinaw City and Clark Township, for their quick and effective response to the recent fire at the Seventh Heaven Salon downtown.

**Public Comment:**

Mayor Pro-Tem Paquin announced the next City Council meeting will be held Tuesday, January 21<sup>st</sup> at 7 p.m. in the Council Chambers.

**Consideration of Bills:**

It was moved by Councilmember Tremble, seconded by Councilmember St. Louis, to approve payment of the bills in the amount of \$23,212.61. Motion carried unanimously.

**The following bills were presented to Council for payment:**

AIRGAS USA LLC  
B C PIZZA

27.00  
644.25

BELONGA'S PLUMBING AND HEATING	1,434.98
CHARLES J. PALMER, P.C.	40.00
GREAT LAKES COCA-COLA DISTRIBUTION	240.84
HAWKINS	2,400.50
HD SUPPLY FACILITIES MAINTENANCE LT	597.17
MARK & SONS PLUMBING & HEATING LLC	734.40
MARK'S TIRE LLC	2,239.00
MICROBIOLOGICS INC	201.41
MISS DIG SYSTEMS INC	1,220.99
NCL OF WISCONSIN INC	608.02
NORTHERN SHIRT COMPANY, LLC	36.00
OSCAR W LARSON	1,170.16
OTIS ELEVATOR CO	1,364.03
QUILL CORPORATION	225.92
SAFELITE FULFILLMENT, INC	442.97
SAFETY-KLEEN SYSTEMS INC	158.00
SPARTAN STORES	37.54
STATE OF MICHIGAN-DEQ	3,000.00
SYNCB/AMAZON	861.31
TED FESTERLING LLC	5,227.32
TRUCK AND TRAILER SPECIALTIES	300.80
Grand Total:	\$23,212.61

There being no further business, the meeting adjourned at 7:10 p.m.

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**Luke Paquin, Mayor Pro-Tem**

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**Andrea Insley, City Clerk/Treasurer**

**CITY COUNCIL MEETING  
CITY COUNCIL CHAMBERS  
TUESDAY, JANUARY 21, 2020 AT 7:00PM  
\*\*\*\*MANAGERS REPORT\*\*\*\***

**TRAINING REQUEST FOR CLERKS OFFICE**

This is a request for Sherry Cece to attend the last session to complete her certification training through the 'Michigan Association of Municipal Clerks.' It is a needed training for her position and the cost has been budgeted.

**REIMBURSEMENT REQUEST FOR DAMAGED FENCE**

This is a request for reimbursement for damage to a fence and gate (in our Dock #3 Property) owned by Arnold Freight Company last winter. I first learned about the damage last summer in a request for reimbursement that excluded any explanation of how the damage occurred. Since then, it has been explained and confirmed that the damage was from our snow plows plowing excessing amounts of snow last winter. I am requesting this reimbursement for the materials and labor for repairs totaling \$3,900 to be paid out of our 273 Fund.

**FINANCIALS**

After our last set of budget amendments in December we ended the year with a budgeted deficit for 2019. One of the significant factors leading to this situation has been the cost of maintaining our Pension system. The rate of funding over the last several years has diminished its funding level to below 60%. This has triggered a requirement by the Local Retirement Reporting Team of the Michigan Department of Treasury to submit an action plan to increase our funding level to 60%. This plan is due by mid-April. MERS officials have provided us with four different funding scenarios to achieve a 60% funding level this year. Under the most advantageous scenario we would be expected to pay \$373,000. The Clerk, Myself, and the Finance Committee will be meeting with MERS representatives to work on pension issues next Wednesday at 12pm.

## OTHER MATTERS

Brandon Brothers started working last week as our second part-time police officer. Part time officers are assigned to cover vacancies and to work events. Our road maintenance costs so far this year for the DPW are back within a normal range and we are currently within budget. April 2<sup>nd</sup> is the tentative ground breaking date to start construction on our new Fire Hall. We recently made this year's payment to the County for their loan regarding the return of our assessment rolls. I am still waiting on the City Attorney to finish his preparation of a lease agreement with Varsity Catering regarding the construction of an ADA accessible Kayak Launch adjacent the Lighthouse pier. There will be a work session at **6pm** on Monday, January 27<sup>th</sup>. Right now the agenda is a LBE Project update to be followed by several department head updates.

# INSTITUTE REGISTRATION

MAMC INSTITUTE ♦ March 15 - 20, 2020 or March 22 - 27, 2020

Comfort Inn & Suites Conference Center ♦ Mt. Pleasant, Michigan

MAMC INSTITUTE MARCH 15-20, 2020 ✓

OR MAMC INSTITUTE MARCH 22-27, 2020

YEAR 1

YEAR 2

YEAR 3 ✓

INSTITUTE REGISTRATION DEADLINE IS FEBRUARY 28, 2020 (WEEK ONE) OR MARCH 6, 2020 (WEEK TWO)  
PLEASE SELECT WHICH SESSION AND YEAR APPLIES TO YOUR REGISTRATION.

NOTE: Note both sessions will offer the same curriculum, and you must sign up for either the first week or the second week.  
Requests to switch back and forth cannot be accommodated. Participation is mandatory for all sessions,  
so do not register unless you can commit to attending the entire institute.

First Name Sherry Last Name Cece  
(Print your name as you wish it to appear on your certificate. Include GMC/MMC/CMMC information if you want it included.)

Preferred Name Sherry Cece Title Assistant Clerk  
(For your name tag) (If you are not a Clerk or a Deputy Clerk, the endorsement of your organization's Clerk is required.)

Organization City of St. Ignace Address 396 N. State Street

City St. Ignace State MI Postal Code 49781

Email dclerk@lighthouse.net Phone (906) 643-8545  
(Confirmation information will be sent via email so please print (or type) clearly.)

Please list the previous years that you have attended MAMC Institutes: 2018, 2019

Please indicate any special needs such as a disability, hearing, visual, diet, etc: \_\_\_\_\_

## INSTITUTE REGISTRATION FEE - \$650.00 Member or \$700.00 Non Member\*

- MAMC accepts credit card payments and online registration. [www.michiganclerks.org/Events.aspx](http://www.michiganclerks.org/Events.aspx)
  - Fee includes lunch on Monday, Tuesday, and Thursday and dinner on Sunday and Thursday.
  - Registration deadline is February 28, 2020 (Week One) or March 6, 2020 (Week Two).
  - Faxing or emailing registration forms before the deadline does not avoid the late fee.
  - A late fee of \$50.00 will be charged for payments postmarked after the deadline.
  - Lodging is separate. A block of rooms are reserved at the Comfort Inn Hotel & Suites at a special rate of \$85.00 per night, plus applicable taxes and assessments. These rates will not apply to reservations made on the internet. Call the Comfort Inn and identify yourself as a "MAMC participant when making reservations. Provide your agency's tax-exempt number to avoid state taxes.
- \*MAMC membership forms are available on the website. [www.michiganclerks.org/about/membership.aspx](http://www.michiganclerks.org/about/membership.aspx)

### MAIL THIS FORM TO:

MAMC  
120 North Washington Square  
Suite 110A  
Lansing, MI 48933

Please include a check payable to MAMC with mail-in registrations.  
Return by February 28, 2020 to avoid the \$100.00 late fee (per SR 17).

Sorry, no exceptions.

TAX ID 38-3554848

### QUESTIONS?

Contact Mary Bender,  
Institute Coordinator  
231-797-5536  
[mbender102@aol.com](mailto:mbender102@aol.com)

### SCHOLARSHIP INFORMATION

Scholarships are available for those who qualify. For more information, visit [www.michiganclerks.org/programs/scholarship.htm](http://www.michiganclerks.org/programs/scholarship.htm)

### REMINDER

### MAMC CANCELLATION POLICY

The cancellation fee is now \$100.00 (per SR 17), and request must be submitted 14 days prior to the event. Cancellation requests must be made in writing and emailed to [info@michiganclerks.org](mailto:info@michiganclerks.org) or faxed to GCSI at 517-371-1170.

Cancellation requests received after 14 days before the conference date or no shows will be charged the full registration fee and are not entitled to any refund.

Attendance is required at all sessions in order to receive credit towards IIMC and MAMC certification. Please do not register unless prepared to attend all sessions.

BE SURE TO KEEP A COPY OF THIS FORM FOR YOUR RECORDS.

[www.michiganclerks.org](http://www.michiganclerks.org)

## Mike Stelmaszek

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**From:** Veronica Dobrowolski <[vdobrowolski@arnoldfreight.com](mailto:vdobrowolski@arnoldfreight.com)>  
**Sent:** Tuesday, December 31, 2019 9:06 AM  
**To:** [citymgr@lighthouse.net](mailto:citymgr@lighthouse.net)  
**Subject:** Arnold Freight  
**Attachments:** Robinson Fence.pdf

Good Morning Mike,

I have attached the invoice for the fence repair that was paid by Arnold Freight Company. This was the damage caused by the City snow plows.

I'm looking forward to further discussions regarding Dock 3 and the Favorite Dock.

Wishing you a Happy, Healthy and Peaceful 2020!

Best Regards,

Veronica

**Veronica Dobrowolski, Owner/CEO**  
**Arnold Freight Co.**

PO Box 220 Mackinac Island MI 49757

Ph. 906-430-0095 | Email: [Veronica@ArnoldFreight.com](mailto:Veronica@ArnoldFreight.com)

Confidential Notice; This email and its attachments are the property of Arnold Freight Co. and may contain confidential or privileged information intended for the person or entity it is addressed. Unauthorized use of this communication is strictly prohibited. If you received this message in error, please immediately notify the sender by return e-mail and delete the message and all attachments. Thank you



Robinson Fence Co., Inc  
 24254 S. Clegg Road  
 Pickford, MI 49774  
 906-647-3301

605707

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE July 31 19
NAME Arnold Freight Co		
ADDRESS PO Box 374		
CITY, STATE, ZIP ST Ignace MI 49781		

SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MOSE. RETD.	PAID OUT
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QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Repaired fence freight Dock		
2	South side		
3	1 New End post		
4	10' 6' chain link and Top rail		
5	STrighten fence and		
6	retied		
7	North side		
8	STrighten Rail and		
9	retied fence		
10	West side		
11	2 new Line post		
12	4 New 19' gates		
13	Retied fence		
14	Materials		2100.00
15	Sales Tax		126.00
16	Labor		1800.00
17			
18	TOTAL		\$ 4026.00

RECEIVED BY