

CITY COUNCIL MEETING
St. Ignace, Michigan
Monday, October 15, 2018 – 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 October 01, 2018 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business:
 - 1.) **RESOLUTION GREAT PUMPKIN ROLL**
 - 2.) **APPROVAL OF ELECTION INSPECTORS**
 - 3.) **AMBULANCE FINANCING UPDATE**
 - 4.) **FINANCIALS**
- IX. Public Comment
- X. Consideration of Bills

**Council
Proceedings
(Unofficial)**

A Regular Meeting of the St. Ignace City Council was held on Monday, October 1, 2018, in the Council Chambers at City Hall.

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

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

Absent: None.

Staff Present: Mike Stelmaszek, City Manager; Mark Wilk, Police Chief; Andrea Insley, City Clerk/Treasurer.

Consideration of minutes from September 17, 2018 Council meeting:

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem Paquin, to approve the minutes of September 17, 2018. Motion carried unanimously.

Limited Public Comment: None.

Additions to the Agenda:

Councilmember Fullerton – Request for Council seating.

Mayor Pro-Tem Paquin – Request for update.

**1. RESOLUTION APPROVAL OF PROPERTY SPLITS:
Resolution**

At a regular meeting of the City Council of the City of St Ignace, held the 1st day of October 2018 at 7 p.m., the following resolution was offered by Council person Fullerton and seconded by Council person Pelter.

Pursuant to the request Fred Paquin for property located on Portage Street, City of St. Ignace, to split off a portion of Tax Parcel # 052-360-003-00, City of St. Ignace, Michigan.

BE IT RESOLVED, (if applicable), that pursuant to Section 263 of the Subdivision Control Act (Act 288 of 1967) as amended, (MCLA 560.263), the following parcel, Tax Parcel # 052-360-003-00, City of St. Ignace, Mackinac County, Michigan, may be split.

Said new split parcels being set forth below:

Tax Parcel 052-360-003-00

Lot 3, and the Eastern 13 feet of Lot 2, Block 1, Goudreau's Plat, City of St. Ignace, Michigan.

West Parcel (to be added to parcel 052-360-002-00)

Lot 2, except the Western 12 feet, and except the Eastern 13 feet of Lot 2, Block 1, Goudreau's Plat, City of St. Ignace, Michigan.

BE IT FURTHER RESOLVED that the authorized split in said Parcel shall not be further split without permission of the City of St. Ignace.

Those voting "Yes"

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

Those voting "No"

None.

Those absent:

None.

The Resolution was declared Adopted.

2. PRESENTATION OF BUDGET FUND 101 2018/2019:

City Manager Stelmaszek presented the 2018 projected year-end budget and a draft of 2019 requested budget items for 101 General Fund.

Additions to the Agenda:

Councilmember Fullerton – Request for Council Seating.

Councilmember Fullerton requested Mayor Litzner for change in the seating arrangement for Council.

Mayor Pro-Tem Paquin – Request For Update.

Mayor Pro-Tem Paquin requested an update from City Manager Stelmaszek on blight issues in the City for the next regular Council meeting.

Public Comment: None.

Consideration of Bills:

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Pelter, to approve payment of the bills in the amount of \$31,141.63. Motion carried unanimously.

The following bills were presented to Council for payment:

| | |
|--------------------------------------|-------------|
| A & I MIDWEST PRINTING CO | 36.00 |
| ACC PLANNED SERVICE INC | 2,567.02 |
| ARCTIC GLACIER USA INC | 360.00 |
| BELONGA EXCAVATING, LLC | 1,370.00 |
| CHARLES J. PALMER, P.C. | 1,051.46 |
| GREAT LAKES COCA-COLA DISTRIBUTION | 404.64 |
| HALT FIRE | 135.63 |
| HYDRITE CHEMICAL CO | 1,797.96 |
| KIMBALL-MIDWEST | 353.46 |
| MACKINAC PLUMBING AND HEATING CO | 10.08 |
| MACKINAC STRAITS HEALTH SYSTEM | 96.00 |
| MI GOVT FINANCE OFFICER ASSOCIATION | 250.00 |
| NORTHERN MICHIGAN REVIEW, INC | 340.00 |
| NYE UNIFORM COMPANY | 152.20 |
| OK INDUSTRIAL SUPPLY | 71.64 |
| OMS COMPLIANCE SERVICES | 37.50 |
| OSCAR W LARSON | 230.00 |
| POMASL FIRE EQUIPMENT | 2,794.90 |
| R & R FIRE TRUCK REPAIR | 659.21 |
| R S SCOTT ASSOCIATES | 10,752.90 |
| RIETH-RILEY CONSTRUCTION CO INC | 2,847.52 |
| RUDYARD ELECTRICAL SERVICE INC | 341.00 |
| STRIKER SUPPLY | 775.00 |
| TROJAN TECHNOLOGIES | 388.51 |
| VERN HUYCK TRUCKING | 2,200.00 |
| HAKOLA PORTA-JOHN SERVICES & RENTALS | 1107.00 |
| Grand Total: | \$31,141.63 |

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

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

CITY COUNCIL MEETING

City Council Chambers

Monday, October 15th, 2018

******MANAGERS REPORT******

RESOLUTION FOR PUMPKIN ROLL

This is being requested as done in the past with the one addition of a tractor driven hay ride. The route includes Goudreau, Ellsworth, and Marquette Street (see attached map).

APPROVAL OF ELECTION INSPECTORS

The respective candidates are all past inspectors and have been selected for your approval by the Board of Election Commission.

AMBULANCE FINANCING UPDATE

Good news. Mark Wilk to present update.

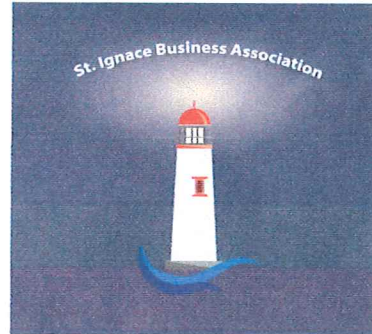
FINANCIALS

There is nothing out of the ordinary to report. We have started to review the 101 fund for needed budget amendments and hope to bring those before you at our next meeting. We have also started working on the 2019 budget process for all departments outside the 101 fund.

Other Matters

There will be a Capital Improvement Programs (CIP) workshop at the Library on November 8th at 5pm (see attached info). I will be attending. Invitations have been extended to other department heads to come or at least provide me with a list of capital improvements they would like to see happen. This training is being put on by the MEDC and you are invited. If you are interested, please refer to the attached RSVP information in this packet.

Update on our Blight efforts; we have 8 complaints that are currently active (refer to attached worksheet). All have been given letters. Two have gone to Court; one is scheduled for an upcoming Court Date. Another can be closed out upon confirmation of abatement of the problem. The two that have gone to court are under a 30 day postponement and will then be reviewed again by the judge regarding their progress. Mark and I are meeting weekly to review the status of current properties on the list and to add new properties that come to our attention.



October 8, 2018

Mr. Mike Stelmazek, City Manager
City of St. Ignace
396 N. State Street
St. Ignace, MI 49781

Dear Mr. Stelmazek:

On behalf of the St. Ignace Business Association, please accept our request to hold the Pumpkin Roll on Saturday, October 27, 2018. If weather doesn't cooperate, our alternate date will be Sunday, October 28 at 2:00 pm.

The Pumpkin Roll will require that Goudreau Street be barricaded from Ellsworth Street to State Street from approximately 3:00 p.m. to 6:00 p.m. on Saturday, October 27. We request that the DPW provide barricades and barrels for the road closure as in past years (see attached list).

This year, Precision Edge Outdoor Services will be providing free hayrides. Please see the attached map for the proposed route.

If you have any questions, please contact me at 906-298-0217. Thank you for your support of our downtown activities.

Sincerely,

A handwritten signature in cursive script that reads "Janet Peterson".

Janet Peterson
SIBA Coordinator

Enclosures

RESOLUTION

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

WHEREAS, the St. Ignace Business Association requests permission to conduct the Great Pumpkin Roll; and

WHEREAS, event requires the usage of Goudreau, Ellsworth and Marquette Streets; 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 Business Association does meet the criteria established in the various sections of the Ordinance No. 413; and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of Goudreau, Ellsworth and Marquette Streets for this event held on the following date:

- Saturday, October 27, 2018 3p.m. – 6p.m. (weather permitting)
- Sunday October 28, 2018 2p.m. – 6p.m. (alternate date)

FURTHER BE IT RESOLVED, that the City Council approves the closure of Goudreau Street, from Ellsworth to N. State Street on Saturday, October 27, 2018, from 3:00 p.m. to 6:00 p.m. and if necessary Sunday October 28, 2018 from 2p.m. to 6p.m.

Roll Call Vote:

Yes: _____

No: _____

Absent: _____

Resolution declared: _____

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, October 15, 2018 at 7:00 p.m.

Andrea Insley, City Clerk

2018 Pumpkin Roll Proposed Hayride Route





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/13/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|-------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| PRODUCER Compass Insurance Agency 280 Ann St NW Grand Rapids MI 49504 | | CONTACT NAME: Jodi Spencer PHONE (A/C, Ho, Ext): (616)245-5555 FAX (A/C, No): (616)245-5556 E-MAIL ADDRESS: jodi@compassagy.com | |
| INSURED PRECISION EDGE W 676 PORTAGE ST SAINT IGNACE MI 49781 | | INSURER(S) AFFORDING COVERAGE INSURER A: State Auto Property & Casualty INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: | NAIC # 25127 |

COVERAGES **CERTIFICATE NUMBER:** CL17111303029 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

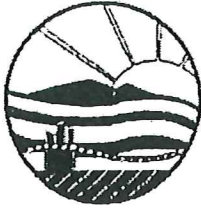
| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | BOP2866735 | 11/24/2017 | 11/24/2018 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000 *BOND \$ 250 |
| A | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> 19 | | | BAP2434469 | 11/24/2017 | 11/24/2018 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist BI- \$ 1,000,000 |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | | | | E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

| | |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| For Insurance Verification | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



City of St. Ignace

City Clerk's Office, Andrea Insley
396 North State Street,
St. Ignace, Michigan 49781
Phone: (906) 643-8545 Fax: (906) 643-9393

THE BOARD OF ELECTION COMMISSION MEETING

The Board of Election Commission met Monday, October 15, 2018 in the office of the City Clerk/Treasurer.

Present: Charles J. Palmer P.C.; Gregory S. Cheeseman; Andrea Insley, City Clerk/Treasurer.

MOTION made by Charles J. Palmer P.C., SUPPORTED by Gregory S. Cheeseman, to select the following Election Inspectors for the Primary Election to be held on Tuesday, November 6, 2018.

ELECTION BOARD

- Laurie Steiner, Chairperson (R)
- Donna LaLonde (D)
- Mary Kay Tamlyn (R)
- Marilyn Carmean (D)
- Renee Vonderwerth (D)
- Darlene Belleville (R)
- Helen Thompson (D)

The City Clerk is authorized to make substitutions in the event that any election inspector selected is not able to serve at this time.

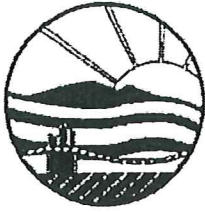
SIGNED:

Andrea Insley
Gregory S. Cheeseman

DATE: 10/15/18

DATE: 10/15/18

DATE: _____



City of St. Ignace

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The Board of Election Commission met Monday, October 15, 2018 in the office of the City Clerk/Treasurer.

Present: Charles J. Palmer P.C.; Gregory S. Cheeseman; Andrea Insley, City Clerk/Treasurer.

MOTION made by Charles J. Palmer P.C., SUPPORTED by Gregory S. Cheeseman, to select the following Receiving Board Inspectors for the Primary Election to be held on Tuesday, November 6, 2018.

RECEIVING BOARD

Sherry Cece (R)
Renee Vonderwerth (D)

The City Clerk is authorized to make substitutions in the event that any election inspector selected is not able to serve at this time.

SIGNED:

Andrea Insley DATE: 10/15/18
Gregory S. Cheeseman DATE: 10/15/18

DATE: _____

Helen Thibault

From: Betsy Dayrell-Hart <bdayrellhart@gmail.com>
Sent: Tuesday, October 09, 2018 8:30 AM
To: simayorcl@lighthouse.net; Michael Stelmaszek; Helen Thibault; Scott Marshall
Cc: Rick Perry; Nick Adams; Mike Lilliquist; Diggy Clement; Alex Iseri
Subject: Fwd: CIP Training Link

Here is the registration information for the Capital Improvements Plan Training. Please click on the link and register, using the code RRC2018 so that you get free registration. Please come if you can. We hope to have good representation from all City Departments, the DDA, the PC and Council.

You may have to register with Michigan Association of Planning to be able to fill out the form (sorry, another user name and password). You do not need to purchase a membership in MAP to register. Each attendee should register as an individual, unless Helen or the City Manager tells you otherwise.

Thanks for helping St. Ignace to work toward Redevelopment Ready status!

Betsy

Begin forwarded message:

From: "Christopher Germain (MEDC)" <germainc2@michigan.org>
Date: October 8, 2018 at 13:03:49 EDT
To: Betsy Dayrell-Hart <bdayrellhart@gmail.com>
Cc: Jeff Hagan <jshagan@eup-planning.org>
Subject: CIP Training Link

Hey Betsy,

The CIP training registration is live:

https://www.planningmi.org/index.php?option=com_events&task=icalrepeat.detail&evid=28&Itemid=115&year=2018&month=11&day=08&title=capital-improvements-programs-workshop&uid=335fe9a3ce37ce8a7db7ff98a22da612

Folks from St. Ignace can use "RRC2018" to register for free. They'll have to do it individually. Please only share this code with folks from the city - we've only budgeted to cover their registration fee.

You can feel free to share the registration link far and wide.

Thanks!

-Christopher

Christopher Germain, AICP
Senior RRC Planner, Redevelopment Ready Communities®
Community Development
Michigan Economic Development Corporation
300 N. Washington Square | Lansing, MI 48913
Mobile: [517.599.5450](tel:517.599.5450)
germainc2@michigan.org
www.miplace.org



American Planning Association
Michigan Chapter

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Event Calendar

Capital Improvements Programs Workshop

Thursday, November 08, 2018
5:00 PM - 9:00 PM EDT
Category: On Site Workshops

St. Ignace Library
110 W. Spruce Street
St. Ignace, MI 49781
United States

Capital Improvements Programs Workshop in St. Ignace

Offered in partnership with the Eastern Upper Peninsula Regional Planning and Development Commission and supported financially by MEDC's Redevelopment Ready Communities program

Do you know what the Planning Enabling Act says about the CIP? Do you know what should be included, and how often it should be updated? This program explains– from start to finish– everything you need to know to prepare and adopt a Capital Improvement Program, including: who should be involved in the Capital Improvement Program process; the accounting and budgetary requirements of a CIP; how to tie the program into your infrastructure capacity; and how to handle controversial topics.

Light dinner and networking from 5 PM to 5:45 PM. The program starts at 5:45 PM.

Registration is \$50

[Register Now](#)

[Download as iCal file](#)

Michigan Association of Planning
1919 West Stadium Boulevard, Suite 4
Ann Arbor, MI 48103
info@planningmi.org
734.913.2000 (office)
734.913.2061 (fax)

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Quick Links

- [Resiliency Workshops](#)
- [Thank you Corporate Members](#)
- [MAP Policies](#)
- [Donate to MAP](#)

Upcoming Events

- Wed Oct 10, 2018
[Zoning Board of Appeals Workshop](#)
Category: On Site Workshops
- Thu Oct 18, 2018
[Resiliency Workshop](#)
Category: MAP Events
- Wed Oct 24, 2018
[Resiliency Workshop](#)
Category: MAP Events
- Thu Oct 25, 2018
[Resiliency Workshop](#)
Category: MAP Events
- Tue Oct 30, 2018
[Zoning Board of Appeals Workshop](#)
Category: On Site Workshops

[View Full Calendar](#)

[Back to top](#)

| Date | Name of Property Owner | Address | Type of Violation | Deadline Date | Follow Up | Court Date | Follow up |
|-----------|------------------------|------------------|-----------------------------|---------------|---------------------------------------------------------|------------|-------------------------|
| 2/15/2018 | Dan Moran | 39 E Truckey | Abandon Vehicle | 2/30/18 | Chief follow up with Mr Moran | 19-Oct | |
| 7/18/2018 | St. Andrew | Huron Street | Blight | | ticket/court | 3-Oct | Court Review in 30 days |
| 27-Sep | Stacie McCulley | 8 Glashaw | blight | 10/15/2018 | Chief in conversation to remove vehicles | | She lives downstate |
| 9/27/2018 | Dean O'Brien | 644 N. State St. | blight | 10/15/2018 | | | |
| 9/27/2018 | John Gill | 301 Lake Street | Abandon Vehicle | 10/15/2018 | Came in to discuss. Told to fix up house and move truck | | |
| 9/27/2018 | Dennis Brown | 176 W Elliott | Abandon Vehicle | 10/15/2018 | Vehicle gone per Dennis | | Need to confirm |
| 7/26/2018 | Georges Body Shop | | Blight | | Brian O provided letter | 3-Oct | Court Review in 30 days |
| 7/26/2018 | Robinson Property | Antoine Street | Blight / Dangerous Building | | Attempting to work with Property Manager | | |