

**CITY COUNCIL MEETING**  
St. Ignace, Michigan  
Monday, December 17, 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 December 3, 2018 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business:

- 1.) **PUBLIC HEARING APPROPRIATION BILL 2019**
- 2.) **ADOPTION ORD 647 ANNUAL APPROPRIATION BILL 2019**
- 3.) **APPROVAL OF FERRY LANE PROPERTY SALE PURCHASE AGREEMENT**
- 4.) **RESOLUTION OF COUNCIL MEETING DATES 2019**
- 5.) **RESOLUTION OF WAGE 2019**
- 6.) **RESOLUTION APPROVING BYLAWS OF THE ST. IGNACE BUILDING AUTHORITY**
- 7.) **RESOLUTION TO INTRODUCE AND ADOPT ORD 648 PROHIBITION OF MARIJUANA ESTABLISHMENT**
- 8.) **APPROVAL OF AFSCME UNION CONTRACT**
- 9.) **TELECOMMUNICATION BID DECISION**
- 10.) **BUDGET AMENDMENTS**
- 11.) **FINANCIALS**

- IX Public Comment
- X. Consideration of Bills

**Council  
Proceedings  
(Unofficial)**

A Regular Meeting of the St. Ignace City Council was held on Monday, December 3, 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 Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis and Tremble.

**Absent:** None.

**Staff Present:** Mike Stelmaszek, City Manager; Mark Wilk, Police Chief; Andrea Insley, City Clerk/Treasurer; Alycia McKowen, Library Director.

**Consideration of minutes from November 19, 2018 Council meeting:**

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to approve the minutes of November 19, 2018. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding the Marina advertisement for bids to complete deck board replacement.

**Additions to the Agenda:**

Mayor Litzner – EUP Planning request for City of St. Ignace representative.  
City Manager Stelmaszek – police position update.

**1. MARINA DECKING BID OPENING:**

City Manager Stelmaszek informed Council there were no bids submitted in response to the advertisement for the Marina deck board replacement, therefore, he suggested to complete the task with City employees when the Marina opens next spring. It was the consensus of Council to plan for next year.

**2. RESOLUTION APPROVING BUILDING AUTHORITY CONTRACT AND NOTICE:  
RESOLUTION APPROVING**

**BUILDING AUTHORITY CONTRACT AND NOTICE**

City of St. Ignace

County of Mackinac, State of Michigan

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Minutes of a regular meeting of the City Council of the City of St. Ignace, County of Mackinac, State of Michigan (the "City"), held in said City, on December 3, 2018, at 7:00 p.m., prevailing

Eastern Time.

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

ABSENT: None.

The following preamble and resolution were offered by Mayor Pro-Tem Paquin and supported by Councilmember St. Louis:

WHEREAS, Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31"), provides through the procedures of building authority financing a means for the acquisition, construction, equipping, and furnishing of certain improvements to buildings, facilities, parking lots, and the necessary sites therefore, together with appurtenances and facilities; and

WHEREAS, the City of St. Ignace, County of Mackinac, State of Michigan (the "City"), in accordance with the provisions of Act 31, has previously adopted Articles of Incorporation and has established the St. Ignace Building Authority, County of Mackinac, State of Michigan (the "Building Authority"); and

WHEREAS, the Straits Area Fire Authority (the "Fire Authority") has been incorporated by the City, the Township of St. Ignace, County of Mackinac, State of Michigan (the "Township of St. Ignace"), and the Township of Moran, County of Mackinac, State of Michigan (the "Township of Moran") under and in pursuance of the provisions of Act 57, Public Acts of Michigan, 1988, as amended, for the purpose of providing emergency services to the residents of the City, the Township of St. Ignace, and the Township of Moran; and WHEREAS, there exists in and for the Fire Authority a need to acquire, construct, furnish and equip a new fire station, including site improvements and all related appurtenances and attachments thereto (the "Project"); and

WHEREAS, the City Council of the City deems it necessary for the public health, safety and welfare of the City to assist the Fire Authority by acquiring and financing the Project through the Building Authority in accordance with Act 31; and

WHEREAS, the Building Authority is willing to undertake the acquisition and constructing of said facilities and is agreeable to leasing the facilities to the City for such use; and

WHEREAS, the Building Authority intends to authorize the issuance and sale of bonds, pursuant to Act 31, in an aggregate amount not to exceed Two Million Two Hundred Thousand Dollars (\$2,200,000), for the purpose of defraying the cost of acquisition and construction of the Project; and

WHEREAS, a Contract of Lease between the City and the Building Authority providing for the acquisition, construction and financing of the Project and such matters as are deemed

necessary thereto has been prepared, with the bonds to be issued in one or more series as shall be determined by the City Council (the "Contract"); and

WHEREAS, on August 7, 2018, the electors within the Fire Authority authorized a millage of 1/2 mill for a period of not to exceed thirty (30) years to provide funds to the Fire Authority for the Project; and

WHEREAS, it is anticipated that the Fire Authority will use the millage to pay the City for the debt service on the bonds; and

WHEREAS, this City Council is desirous of publishing a Notice of Intention of Entering into Contract of Lease so as to begin the statutory referendum period.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Approval of Bonds. The City Council determines it to be necessary for the public health, safety and welfare of the City to acquire and construct the Project substantially as set forth in the Contract for the use of the City through the issuance of bonds by the Building Authority in an amount not to exceed Two Million Two Hundred Thousand Dollars (\$2,200,000) (the "Bonds").
2. Approval of Act 31 Financing. The City Council deems it to be in the best interest of the City to finance the cost of such facilities through the Building Authority in accordance with the provisions of Act 31.
3. Approval of Contract. The City Council hereby approves the Contract in substantially the form accompanying this Resolution for the acquisition, construction, and financing of the Project.
4. Notice of Intent. The Notice of Intention of Entering into Contract of Lease as hereto attached shall be published in the **St. Ignace News**, a newspaper of general circulation in the City, promptly upon adoption of this resolution, said Notice to appear as a display advertisement at least one-quarter (¼) page in size.
5. Designation of Newspaper. The City Council does hereby determine that the designated newspaper is the newspaper circulating in the City which reaches the largest number of persons to whom the aforesaid Notice is directed and that publication of the aforesaid Notice in the designated newspaper represents the most practical and feasible means of informing the taxpayers and electors of the City of the Project and the financing thereof.
6. Execution of Contract. The Mayor and the City Clerk are hereby authorized to execute and deliver to the Building Authority the Contract approved by this Resolution. The Contract shall become effective upon the expiration of forty-five days (45) days following the date of publication of the aforesaid Notice, unless, under the provisions of Section 8(b) of said Act 31, as amended, the effectiveness of the Contract is stayed by reason of the filing of a petition for referendum thereon and the resultant necessity of prior approval thereof by the

qualified electors of the City. A copy of the Contract shall be placed on file in the office of the City Clerk and shall be available for public examination.

7. Ratification of Limited Tax Pledge. The City Council does hereby ratify and confirm its covenant in the Contract to levy ad valorem taxes against all taxable property in the City to the extent necessary to meet the obligations of the City thereunder in the event revenues from other sources are insufficient for any reason whatsoever. Any such taxes levied to pay the cash rental under the Contract shall be subject to applicable constitutional, statutory, and charter tax rate limitations.

8. Official Statement. To the extent necessary, the City hereby authorizes the Building Authority to prepare and circulate a preliminary and final official statement in connection with the Bonds and, if applicable, further authorizes any of the Mayor, City Clerk and City Manager to execute such official statements on behalf of the City.

9. Continuing Disclosure. To the extent necessary, the City hereby covenants to comply with Securities and Exchange Commission Rule 15c2-12 (the "Rule") and shall enter into an undertaking for the benefit of the holders and beneficial owners of the Bonds (the "Undertaking") and the Mayor, City Clerk and City Manager are each hereby individually authorized to execute such undertaking prior to delivery of the Bonds.

10. Tax Covenant. To the extent necessary, the City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended, (the "Code") including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditure and investment of bond proceeds and moneys deemed to be bond proceeds, and to prevent the Bonds from being or becoming "private activity bonds" as that term is used in Section 141 of the Code.

11. Actions of City Officers. The Mayor, City Clerk and City Manager are each hereby authorized to take such actions and execute such certificates on behalf of the City as shall be necessary for the issuance of the Bonds.

12. Rescission. All resolutions and parts of resolutions insofar as the same conflict with the provisions of this resolution be and the same hereby are rescinded.

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

NAYS: None.

RESOLUTION DECLARED ADOPTED.

**3. RESOLUTION ADOPTING CITY OF ST IGNACE RECREATION PLAN:**

**RESOLUTION ADOPTING *THE CITY OF ST. IGNACE RECREATION PLAN*  
BY THE ST. IGNACE CITY COUNCIL**

The following Resolution was offered for adoption by Mayor Pro-Tem Paquin, supported by Councilmember Tremble.

WHEREAS, the City of St. Ignace has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2019 - 2023, and

WHEREAS, a public comment session was held *November 19, 2018* at *396 North State Street in the Council Chamber* to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

WHEREAS, the *City of St. Ignace* has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, after the public meeting, the *St. Ignace City Council* voted to adopt said Recreation Plan.

NOW THEREFORE, BE IT RESOLVED the St. Ignace City Council does hereby adopt and approve the St. Ignace City Recreation Plan as a guideline for improving recreation for the residents of the City of St. Ignace.

Roll Call Vote:

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

Nays: None.

Absent: None.

Resolution declared Adopted.

**4. INTRODUCING ORDINANCE #647 ANNUAL APPROPRIATIONS BILL 2019:**

City Manager Stelmaszek presented Ordinance No. 647, "Annual Appropriation Bill 2019" for Council's consideration. A Public Hearing will be held at the next City Council meeting on Monday, December 17<sup>th</sup> at 7:00 p.m.

**Additions to the Agenda:**

**Mayor Litzner – EUP Regional Planning and Development and City Representative.**

Mayor Litzner informed Council that the EUP Regional Planning and Development is seeking someone from the City of St. Ignace to represent St. Ignace in their quarterly meetings which are scheduled mostly in Sault Ste Marie. At this time, Council did not name a representative.

It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, the designated representative attending the meetings shall have the option to be reimbursed for mileage based on City policy. Motion carried unanimously.

**City Manager Stelmaszek – Police Position Update.**

City Manager Stelmaszek announced to Council that after some discussion with a few Councilmembers, it was requested that the application period for the Police Chief position be extended. The application period deadline is now January 3, 2019.

**Public Comment:**

Public comment was received in regards to the Christmas Tree Lighting and community event.

**Consideration of Bills:**

It was moved by Councilmember Pelter, seconded by Councilmember Tremble, to approve payment of the bills in the amount of \$12,902.78. Motion carried unanimously.

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

ACC PLANNED SERVICE INC	441.29
BELONGA EXCAVATING, LLC	2,091.00
BELONGA'S PLUMBING AND HEATING	18.81
CAROL BELL	549.50
FERGUSON WATERWORKS #3386	506.00
GALLS, AN ARAMARK CO	105.61
GBS Inc	350.00
GIFTS GALORE	668.00
GORDON FOOD SERVICE	1,746.72
GREAT LAKES COCA-COLA DISTRIBUTION	204.60
HYDRITE CHEMICAL CO	940.94
MACKINAC PLUMBING AND HEATING CO	145.50
MAXWELL MEDALS & AWARDS	1,529.00
MI STATE FIREMAN'S ASSOCIATION	75.00
MICHAEL RICHARD LAMB	396.00
MUELLER WATER PRODUCTS, INC.	779.19
OK INDUSTRIAL SUPPLY	217.42
OSCAR W LARSON	193.33
PARAGON LABS	247.50
POMASL FIRE EQUIPMENT	438.00
R & R FIRE TRUCK REPAIR	813.37
RUDYARD ELECTRICAL SERVICE INC	446.00

Grand Total: \$12,902.78

There being no further business, the meeting adjourned at 7:20 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

**CITY COUNCIL MEETING**  
City Council Chambers  
Monday, December 17th, 2018  
**\*\*\*\*MANAGERS REPORT\*\*\*\***

**REQUEST TO ADOPT 2019 APPROPRIATIONS BILL (ORD. #647)**

This bill has been six months in the making. It is before you for your consideration.

**REQUEST FOR APPROVAL OF LAND SALE ON FERRY LANE**

This sale will bring closure to what has been an unresolved Land issue. Since it began, this small piece of land has been purchased by the City after receiving State and Federal approval; and now can be sold to the adjacent land owner to resolve the issue of the corner of his building falling outside the boundaries of his property. The transaction has been vetted by our City Attorney. I am requesting your approval to go through with the sale.

**RESOLUTION OF 2019 COUNCIL MEETING DATES**

Have been established for 2019. Our next meeting will be on Monday, January 7<sup>th</sup>.

**REQUEST FOR COST OF LIVING (COLA) WAGE ADJUSTMENT FOR CONTRACTED EMPLOYEES**

The negotiation Committee is recommending a 2% COLA wage increase for employees having completed the first year of their contract.

**REQUEST FOR APPROVAL OF NEW BY-LAWS FOR THE BUILDING AUTHORITY**

These Bylaws are consistent with current law and have been approved by the Building Authority. They need City Council approval to take effect.



## **RESOLUTION TO ADOPT ORD. 648 (TO PROHIBIT COMMERCIAL SALE OF MARIHUANA)**

This Resolution is to documents the ordinance. The ordinance is needed to prohibit commercial sales of marihuana until it is known how the State is going to regulate it. It is commonly known as "opting out." Passage of this ordinance will gives our City the most control when making decisions regarding the regulation of this type of commercial activity. Provision 7.3 of our Charter allows the City Council to make it effective immediately. Both the Resolution and the Ordinance were prepared by our City Attorney and applied with his advisement on the application of Provision 7.3 of our Charter.

## **REQUEST TO RATIFY 2019-2021 AFSCME UNION CONTRACT**

The Negotiations Committee came to a tentative agreement with the Union at their December 4<sup>th</sup> meeting. This agreement was ratified by the Union Members the next day. Now it comes before you for its final approval. The details are in your packet. Most notable is the agreement to replace Article #50 (Cost of Living) in the contract with a \$.45 wage increase across the board in all classifications at the beginning of fiscal year 2019, 2020, and 2021.

## **REQUEST TO APPROVE PROPOSED TELECOMUNICATIONS RFP**

We were still working on it when the packets had to go out. Here is our pitch.

## **BUDGET AMENDMENTS**

The Budget Amendments are attached. The First page and a half are regarding the General Fund. I was able to move budgeted funds to compensate for under budgeted expenditures. No additional funding is being requested from the General Fund Balance.

The next fund is the 310 (Ambulance) fund, an additional \$9,063 has been added to the transfer from the 101 fund to account for the Cities portion and the 2018 cost of paying off the Ventilators.

The Recreation/LBE transfer change is to facilitate the discussed changes in the budget of the 508 and 509 fund for this year.

The Marina went over on expenditures to create over \$30,000 in unbudgeted revenues. This means that when you subtract the unbudgeted expenditures from the unbudgeted revenues you have extra revenues of over \$30,000.

For the Employee Benefits Trust Fund, a total of \$43,800 has been added from the 729 fund balance to cover the OPEB costs for Andy Johnson retirement in July and the cost of the settlement regarding Helen Thibault's retirement benefits issue. We are trying to settle it with MERS this year. If that does not work out, these funds will fall back into to 729 fund balance and I will have to do another amendment to again bring these funds out of the fund balance and into the 2019 budget.

### **`Other Matters**

The Police Chief application period has been extended to January 3rd. Interviews will be scheduled as soon as possible after that date and will be conducted by the City Manager and all City Council Members who would like to participate. We currently have 8 applicants; three are from within our City Police Department.

We had a meeting in my office on Tuesday regarding the current status of the Recreation Project adjacent LBE. Present were Brian Olsen (for R.S. Scott), Bill Fraser, Teryn Williams, Scott Marshall, Connie Litzner, and Myself. Currently, Brian has been asked by the DNR to submit minor revisions that further detail the submitted project specifications. Teryn has been switched over from Scott to be our Authorized Grant Representative with the DNR and needs to apply for another extension. Both plan to accomplish their tasks before the Christmas break. Concerns were raised about the budget no longer being adequate to complete the project as planned. The current plan is to proceed with the project as it has currently been submitted and address any budget issues that exist after the project is bid out and the bids have been received. If there are any budgeted costs issues that cannot be overcome, it is then and not until then, that I will consider seeking approval to change the planned specifications of the project. I have heard statements that support the current project specifications and others that support making major changes to the plans regarding the ball fields. Based on my limited understanding of the issue, both ideas appear to have merit. Both the City Council and the Recreation Advisory Committee passed resolutions in 2015 in support of the plan as it is currently proposed. Over \$100,000 has been donated by local organizations to complete the project under the current specifications, in every way possible, that commitment needs to be honored. Unless I am told otherwise, this will be my methodology for completing the project.

At their Wednesday Meeting, St. Ignace Township agreed to address recreational funding as they prepare the next fiscal budget. It could result in an agreement that would help facilitate recreational activities throughout our entire community.

2019 ANNUAL APPROPRIATION BILL  
ORDINANCE #647

THE CITY OF ST. IGNACE ORDAINS:

SECTION I: The Budget of the City of St. Ignace for the fiscal year beginning Jan. 1, 2019, and ending Dec. 31, 2019, as reviewed and amended by the City Council, is hereby adopted; and the following amounts are hereby appropriated for the purposes stated herein;

GENERAL FUND (G/F or 101 fund)

GENERAL GOV'T:

City Council:	22,820.00
City Manager's Ofc:	172,840.00
Profsnl Srvcs (Audit)	29,000.00
City Clerk's Ofc:	193,850.00
Central Supplies:	3,050.00
Board of Review:	2,090.00
Assessor's Office:	54,850.00
Clerk Elections:	4,075.00
City Hall and Grounds:	33,200.00
City atty's Ofc:	19,000.00

Total General Gov't: 534,775.00

PUBLIC SAFETY:

Police Department:	443,099.00
Sfty/Hlth/Education:	400.00
Fire Department:	97,625.00

Total Public Safety: 541,124.00

PUBLIC WORKS DIVISION:

Public Works Dept:	106,950.00
Sidewalk:	2,573.00
City Engineer:	4,000.00
Street Lighting:	41,000.00
Refuse Coll/Recycling:	2,500.00

Total Public Works: 157,023.00

OTHER DIVISION:

Planning Commission:	4,500.00
Zoning Board of Review	580.00
Community Development:	73,300.00
Park Maintenance:	49,543.00
Boat Launch	4,970.00
Fringe Benefits:	92,300.00
Insurance and Bonds:	25,000.00
Cont. to Other Funds:	228,449.00

Total Other Division: 478,642.00

TOTAL G/F APPROP'S 1,711,564.00

NON G/F FUND APPROP'S Fund #

Special Revenue Funds (200 series)

Major St.'s and Trnkln Fd:	202	328,783.00
Local Street Fund Approp:	203	148,388.00
Cemetery Fund:	209	13,350.00
DDA General Approp:	248	239,591.00
Zoning/Building Inspector:	249	5,600.00
Library Fund Approp:	271	177,880.00
Dock # 3 Improvements:	273	35,300.00

Debt Service Funds (300 series)

Marina Debt:	306	81,390.00
Ambulance Debt:	310	57,264.00
City Hall/DPW Improvements:	370	57,233.00

Capital Projects funds (400 series)

Bldg. Imp. Fund:	471	10,000.00
Park Project:	494	339,938.00

Proprietary Funds (500 series)

Recreation:	508	101,675.00
Comm. Ctr Oprtns	509	237,261.00
DDA Museum Approp:	570	136,707.00
Museum Store:	571	103,986.00
Golf Course:	584	126,050.00
Sewer Fund Approp:	590	968,130.00
Water Fund Approp:	591	1,266,775.00
Marina:	594	423,552.00
Garbage Collection:	596	117,500.00

Internal Funds (600 series)		
Equip Fund Approp:	641	262,269.00
Office Equip Pool:	664	27,100.00
Pension & Other Employee Benefits-OPEB (700 series)		
Vac & Sick Leave:	729	34,800.00

TOTAL OTHER FUND: 5,300,522.00

TOTAL ALL FUND APPROPRIATION: 7,012,086.00

SECTION II: The amount necessary to be raised by ad valorem taxation on all taxable property by the City of St. Ignace is to be \$1,618,200.00 or 19.6082 mills based on \$82,526,695.00 Taxable Value (based on a 1.021 CPI factor) which is hereby authorized to be levied in accordance with provisions of the City Charter and Act 5 of 1982. Of this amount, approximately \$1,138,049.00 of the levy shall be credited to the General Fund and through capture, \$191,309.00 credited to the DDA Fund, subject to the final captured Taxable Value of the DDA. The amount of \$82,526.00 credited to the Recreation Program and same amount (\$82,526) credited to the Library. The Major and Local Streets will receive \$123,790.00 credited equally.

SECTION III: The Ordinance shall take effect on January 1, 2019.

Andrea Insley, City Clerk/Treasurer

INTRODUCED: 12/03/18

ADOPTED: 12/17/18

PUBLISHED:

EFFECTIVE:

## PURCHASE AGREEMENT

The City of St. Ignace, Michigan, by its City Manager, Mike Stelmaszek, the Seller, and J and D Development, LLC, of Traverse City, Michigan, by and through its President/Member, John S. Basel, the Buyer, enter into this Agreement for the transfer of the property commonly known as Clear Vision Corner, legally described as:

See attached

on Jan 12, 2019. The parties agree on the following conditions:

1. **Purchase price.** The purchase price for the premises shall be \$8,000.00, payable by certified check at the closing.
2. **Conveyance.** At the closing, the Seller agrees to convey good and marketable title to the premises to the buyers by a warranty deed. The Buyer holds the adjacent property and building encroaching on the purchase property. No additional structure or additional encroachment of the existing building shall be added to the purchased property outside of a six foot radius of the existing building. Owner is entitled to repair or replace any building or structure located on the property at the time of purchase only within six feet of the existing footprint and foundation. No additional restrictions or reverter clause is attached to the property and the purchaser is granted full ownership of the property and use of it within compliance with all published local and state zoning codes and restrictions. Upon completion of the sale, the property will become part of the adjoining parcel known as 199 Ferry Lane for perpetuity.

3. **Survey.** The Seller deliver a copy of the boundary survey of the premises dated Jan 28, 2017, 2017, exhibit A, to the Buyer.
4. **Taxes and assessments.** The Seller shall pay all special assessments that are assessed on the premises on or before the effective date of this Agreement. The Buyer shall pay all assessments that arise after the effective date of this Agreement. The real estate taxes on the premises shall be assumptions that taxes are paid in advance and that winter and summer taxes are due January 1 and July 1 respectively.
5. **Closing.** The closing shall be held at a time and place that the parties agree on. If the parties do not agree on a time and a place, the closing shall be held at the offices of the City Manager. The Seller shall be responsible for preparing the documents for the closing. The documents shall be delivered to the Buyer for review at least 10 days before the closing. At the closing, the Seller shall sign and deliver to the Buyer a Warranty Deed for the premises. The Buyer shall pay the recording fees and prepare and file all recording and transfer affidavits and any other associated costs. Each party shall sign a closing statement memorializing the transaction.
6. **Real estate brokers.** The parties represent to one another that no real estate brokers are involved in this transaction. Each party indemnifies the other against the claims of any brokers and salespeople who allege that they represented a party or are entitled to a commission or fee as a result of the transaction.
7. **Possession.** The Sellers shall deliver possession of the premises to the Buyers at the closing.



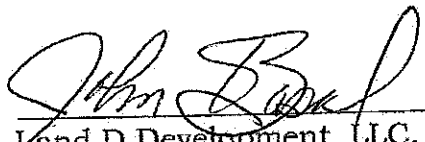
8. **Notices.** All notices required by this Agreement shall be sent to the other party in writing. The notices shall be delivered either personally or by first-class mail.
9. **Successors and assigns.** This Agreement shall bind and benefit the parties and their successors, heirs, assigns, executors, administrators and personal representatives.
10. **Time is the essence.** Time is the essence in the performance of this Agreement.
11. **Amendment.** This Agreement may not be amended except in writing by the person against whom enforcement of any waiver, change or discharge is sought.
12. **Entire Agreement.** This Agreement contains all the representations by each party of the other and expresses the entire understanding between the parties with respect to the contemplated transaction. All prior communications concerning the subject matter are merged in or replaced by this Agreement.

**SELLER**

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City of St Ignace by and through its  
City Manager, Mike Stelmaszek

**BUYER**



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Jand D Development, LLC, by and  
through its President/Owner-Member  
John S. Basel

**RESOLUTION**

The following Resolution was offered for adoption by supported by Councilmember

**WHEREAS**, per the City of St. Ignace Charter, the City Council shall provide by resolution for the time and place of its regular meetings; and

**WHEREAS**, in accordance with the City of St. Ignace Charter following are the dates, times and places of the regular meetings:

- January 7, 2019, @ 7:00 p.m. @ City Hall Council Chambers
- January 21, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- February 4, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- February 18, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- March 4, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- March 18, 2019, @ 7:00 p.m., @ City Hall Council Chambers
- April 1, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- April 15, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- May 6, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- May 20, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- June 3, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- June 17, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- July 1, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- July 15, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- August 5, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- August 19, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- September 3, 2019, TUESDAY @ 7:00 p.m. @ City Hall Council Chambers
- September 16, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- October 7, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- October 21, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- November 4, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- November 18, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- December 2, 2019 @ 7:00 p.m. @ City Hall Council Chambers
- December 16, 2019 @ 7:00 p.m. @ City Hall Council Chambers

**NOW THEREFORE BE IT RESOLVED**, that the St. Ignace City Council approves the herein stated regular meeting dates, times and places.

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, December 17, 2018, at 7:00 p.m.

\_\_\_\_\_  
Andrea Insley, City Clerk

## RESOLUTION

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

**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 employee's annual salary based on 2% cost of living adjustment (cola) as follows:

<b>City Manager.....Michael Stelmaszek</b>	<b>(2%)</b>	<b>\$ 66,300.00</b>
<b>Effective date of January 1, 2019</b>		
<b>Executive Sec/Deputy Treas.....Helen Thibault</b>	<b>(2%)</b>	<b>\$ 18.72/per hr.</b>
<b>Effective date of January 1, 2019</b>		
<b>Clerk/Treasurer.....Andrea Insley</b>	<b>(2%)</b>	<b>\$ 45,900.00</b>
<b>Effective date of January 1, 2019</b>		
<b>Assessor.....Kyle Mulka</b>	<b>(per contract)</b>	<b>\$ 40,000.00</b>
<b>Police Chief.....Mark Wilk</b>	<b>(2%)</b>	<b>\$ 55,589.15</b>
<b>Effective date of January 1, 2019</b>		
<b>Marina Director.....Josh Soblaskey</b>	<b>(per contract)</b>	<b>\$ 29,120.00</b>
<b>Recreation Director...Teryn Williams</b>	<b>(per contract)</b>	<b>\$ 34,000.00</b>
<b>LBE Facility Director...Kevin Campbell</b>	<b>(per contract)</b>	<b>\$ 34,000.00</b>
<b>DPW Director.....William Fraser</b>	<b>(2%)</b>	<b>\$ 56,100.00</b>
<b>Effective date of January 1, 2019</b>		
<b>Fire Chief.....Gary Sorenson</b>	<b>(2%)</b>	<b>\$ 15,695.42</b>
<b>Effective date of January 1, 2019</b>		
<b>Assistant Fire Chief.....Matt Bowlby</b>	<b>(2%)</b>	<b>\$ 2,883.95</b>
<b>Effective date of January 1, 2019</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, 2019 between the respective parties.

Roll Call Vote:

Yes:

No:

Absent: None.

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, December 17, 2018, at 7:00p.m.

---

Andrea Insley, City Clerk/Treasurer

AI/ht

RESOLUTION APPROVING BYLAWS OF THE  
ST. IGNACE BUILDING AUTHORITY

City of St. Ignace  
County of Mackinac, State of Michigan

---

Minutes of a regular meeting of the City Council of the City of St. Ignace, County of Monroe, State of Michigan (the "City"), held in the City on the \_\_\_\_\_ day of \_\_\_\_\_, 2000, at \_\_\_\_\_:\_\_\_ o'clock p.m., prevailing Eastern Time.

PRESENT: Members \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

WHEREAS, the St. Ignace Building Authority, County of Mackinac, State of Michigan (the "Authority"), was established by resolution of the City Council of the City on May 18, 1987, pursuant to the provisions of Act 31, Michigan Public Acts of 1948 (First Extra Session), as amended; and

WHEREAS, the members of the Board of Commissioners (the "Board") have met and approved bylaws and regulations governing the activities of the Board and the Authority; and

WHEREAS, the Bylaws have been presented to the City Council and are attached to this Resolution as Exhibit A (the "Bylaws"); and

WHEREAS, it is in the best interests of the City to approve the Bylaws as approved by the Authority.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves the Bylaws of the Authority in the form attached hereto as Exhibit A.

2. The City Clerk shall execute the Bylaws confirming the approval of the City Council and forward a copy of the Bylaws together with this resolution to the Secretary of the Authority.

3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYBS:       Members: \_\_\_\_\_  
\_\_\_\_\_

NAVS:       Members: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
City Clerk

MILLER, CANFIELD, DODD, KING & STONE, P.L.C.

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of St. Ignace, County of Monroe, State of Michigan, at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2000, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of the meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
City Clerk

**EXHIBIT A**

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

DELIB 2166833.1\078043-00017



**RESOLUTION**

The following resolution was offered by Council Member \_\_\_\_\_,  
supported by Council Member \_\_\_\_\_.

**WHEREAS** the question of whether and how local units of government are required to provide for zoning and other regulations relating to the dispensing or distribution of marihuana, remains an issue discussion and debate, and

**WHEREAS** the Michigan Regulation and Taxation of Marihuana Act allows municipalities to prohibit marihuana establishments within their boundaries; and

**WHEREAS** the City is desirous of providing an informed, deliberative process in order to determine the issue of whether the City would allow dispensing, distribution and manufacture of marihuana,

**THEREFORE BE IT RESOLVED**, that the attached Ordinance is hereby approved and adopted.

**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 \_\_\_\_\_, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock.

\_\_\_\_\_  
City Clerk

**ORDINANCE NO. 648**

AN ORDINANCE TO PROHIBIT MARIHUANA BUSINESS PURSUANT TO CITY CHARTER.

**PROHIBITION OF MARIHUANA ESTABLISHMENT ORDINANCE**

THE CITY OF ST. IGNACE ORDAINS:

Section 1: The new ordinance section reads as follows:

1. Marihuana Businesses Prohibited.

Pursuant to the Michigan Regulation and Taxation of Marihuana Act, Section 6.1, the City elects to prohibit marihuana establishments within its boundaries.

Section 2.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3.

That ordinances shall take immediate effect as is necessary for the preservation of the public peace, health, or safety pursuant to City Charter, Section 7.3. The Clerk shall follow the charter rules for immediate effect ordinances.

I HEREBY CERTIFY that the foregoing ordinance was adopted by the City Council of the City of St. Ignace, Michigan, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

\_\_\_\_\_  
City Clerk

I HEREBY CERTIFY that the foregoing ordinance was published in a newspaper printed and circulated in the City of St. Ignace, Michigan, on \_\_\_\_\_.

\_\_\_\_\_  
City Clerk

# **Union Notice**

The tentative agreement was  
ratified by the membership on 12/05/2018

RW  
TA 12-11-18  
Kum  
Wls  
CAM

**City of St. Ignace Union Proposal**  
**To AFSCME LOCAL #388.06**  
**December 4<sup>th</sup>, 2018**

**Article #30 (Hospitalization and Medical Coverage):**

- (A) Change second sentence to say: "As of January 1, 2020 if employee collects Health Insurance from the Employer, employee agrees to pay \$35 per pay period as copay, for said Health Coverage."
- 2) (B1) Change new (2018) Hard Cap Numbers for a., b., and c. to \$6,685.17, \$13,980.75, and \$18,232.31 respectively. Change reopener dates to 1/1/2020 and 1/1/2021.
- (G1 and G3) In G1, change "Single coverage until third year, third year Family can be added" to "Single coverage for first year; family then can be added." Eliminate provision G3.

**Article #39E (Sick Leave):**

- Change formulas for conversion of allowed Sick Leave to be at a rate of 50% of their strait-time wage.

**Article #50 (Cost of Living):**

- Replace with wording to indicate \$.45 wage increase across the board in all classifications at the beginning of the fiscal year 2019, 2020, and 2021.

MA#902  
Mayor Antje  
Kum

December 2018

Budget Amendments  
for General Fund (Expenses)

	Current	New	Change
101-191 Accounting and Auditing	\$28,500	\$33,700	+\$5,200
101-266 Attorney			-\$5,200
101-335 Safety and Health	\$350	\$500	+\$150
101-266 Attorney			-\$150
101-528 Garbage Collection	\$2,500	\$3,500	+\$1,000
101-266 Attorney			-\$1,000
101-704 Community Development	\$73,150	\$74,150	+\$1,000
101-266 Attorney			-\$1,000
101-953 Fringe Benefits (Ret. Health Ins.)	\$75,000	\$108,000	+\$33,000
101-215 Clerk			-\$19,000
101-257 Assessor			-\$4,000
101-265 Building and Grounds			-\$10,000
101-954 Insurance and Bonds	\$10,580	\$23,125	+\$12,545
101-172 City Manager			-\$7,545
101-266 Attorney			-\$5,000
Total Deductions			
101-172 City Manager	\$170,490	\$162,945	-\$7,545
101-215 Clerk	\$206,090	\$187,090	-\$19,000
101-257 Assessor	\$46,090	\$42,090	-\$4,000
101-265 Building and Grounds	\$36,030	\$26,030	-\$10,000
101-266 Attorney	\$27,000	\$14,650	-\$12,350

December 2018

Budget Amendments For General Fund (Revenue)	Current	New	Change
101-000-403.000 Current Prop. Tax	\$1,270,000	\$1,173,197	-\$96,803
101-000-407 Delinq. Pers. Prop. Taxes	\$500	\$5,414	+\$4,914
101-000-543 Sault Tribe/City Allocations	\$8,500	\$10,862	+\$2,362
101-000-573 Local Comm. Stab.	0	\$9,574	+\$9,574
101-000-578 Fire Dep. Grants	0	\$3,293	+\$3,293
101-000-627 NAGPRA #2	0	\$33,133	+\$33,133
101-000-632 Fire Protection	\$48,000	\$52,807	+\$4,807
101-000-650 Sales of Labor/Materials	\$8,000	\$18,128	+\$10,128
101-000-664 Interest Earnings	\$2,000	\$3,022	+\$1,022
101-000-671 Boat Launch Fee	\$4,000	\$5,444	+\$1,444
101-000-672 Reim. Health Ins. Cost Share	\$17,500	\$32,485	+\$14,985
101-000-673 MMRMA Reimb. for Claims	\$25,000	\$37,320	+\$12,320
101-000-676 COBRA Reimb. For Medical	0	\$13,847	+\$13,847
101-000-677 Salary Reimb.	\$70,000	\$77,084	+\$7,084
101-000-683 Golf Course OVH Reimb.	\$8,190	\$10,302	+\$2,112
101-000-695 Miscellaneous Income	\$1,000	\$12,352	+\$11,352

December 2018

Other Funds	Current	New	Change
<u>Ambulance Debt (Revenue)</u>			
310-000-650 Local Contribution	\$12,242	\$54,897	+\$42,655
310-000-699 Transfer from 101	\$25,480	\$34,543	+\$9,063
(Expenditures)			
310-905-964 Refunds and Rebates	0	\$13,830	+\$13,830
310-905-991.300 Ambulance/Principle	\$21,993	\$45,600	+\$23,607
310-905-991.301 Amb./Ventilators/Prin.	\$7,213	\$21,490	+\$14,277
<u>Recreation/LBE</u>			
509-000-699-003 Transfer from 508 F	\$13,000	\$5,000	-\$8,000
508-965-995.001 Transfer to 509 Fund	\$13,000	\$5,000	-\$8,000

	Current	New	Change
<u>Marina</u>	(Revenue)		
594-000-543 Sault Tribe Contribution	0	\$1,600	+\$1,600
594-000-670 Moorage/Seasonal	\$60,000	\$117,479	+\$57,479
594-000-691 Special Event Reimb.	\$800	\$1,982	+\$1,182
594-000-694 Diesel Fuel	\$100,000	\$156,712	+\$56,712
594-000-695 Gasoline	\$80,000	\$94,946	+\$14,946
	(Expenditures)		
594-597-750 Operating Supplies	\$1,500	\$3,625	+\$2,125
594-597-756 Diesel Fuel Tax	\$3,500	\$11,732	+\$8,232
594-597-758 Diesel Fuel	\$70,000	\$134,237	+\$64,237
594-597-818 Contract Services	\$4,200	\$9,561	+\$5,361
594-597-894 Credit Card Fees	0	\$10,465	+\$10,465
594-597-920 Utilities, Electric	\$13,000	\$17,271	+\$4,271
<u>Other Employee Benefits Trust (OPEB)</u>	(Revenue)		
729-000-664-000 Interest Earned	0	\$661	\$661
729-000-699-000 Trans in from 101	0	\$27,580	\$27,580
729-000-699-001 Trans in from 202/203	0	\$9,600	\$9,600
729-000-699-002 Trans in from 271	0	\$2,000	\$2,000
729-000-699.004 Trans in from 509	0	\$5,000	\$5,000
729-000-699.005 Trans in from 248	0	\$3,000	\$3,000
729-000-699.006 Trans in from 590/591	0	\$25,820	\$25,820
	(Expenditures)		
729-201-706 Wages	\$77,984	\$115,484	+\$37,500*
729-201-715 Social Security	\$1,556	\$7,344	+\$5,788*
729-201-725 Workman's comp.	\$88	\$600	+\$512*

\*From 729 Fund Balance