

**CITY COUNCIL MEETING**  
St. Ignace, Michigan  
Monday February 18, 2019 – 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 February 4, 2019 meeting
- VI. Limited Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business
  - 1. **CITY ASSESSOR UPDATE**
  - 2. **APPROVAL OF POLICE CHIEF CONTRACT 2019**
  - 3. **REQUEST FOR TRAINING APPROVAL FOR POLICE CHIEF**
  - 4. **PERMISSION TO PURCHASE PUMP FOR WATER PLANT**
  - 5. **REQUEST TO BUY LAKESIDE CEMETARY PLOT FROM OWNER**
  - 6. **LAWSON PROPERTY UPDATE**
  - 7. **COMMITTEE APPOINTMENTS**
  - 8. **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, February 4, 2019, 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; Bill Fraser, DPW Director; Andrea Insley, City Clerk/Treasurer.

**Consideration of minutes from January 22, 2019 Council meeting:**

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes of January 22, 2019. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding support for the Police Chief candidates.

**Additions to the Agenda:** None.

**1. PROCLAMATION TO HONOR MARK WILK:**

**P R O C L A M A T I O N**

**WHEREAS**, Mark Wilk, has worked for the City of St. Ignace for 31 years, 5 months and served as the Chief of Police for the City of St. Ignace for 9 of those years; and

**WHEREAS**, Chief Wilk, began his career with the City of St. Ignace as an Auxiliary Police Officer from 1983-1986, and on September 14, 1987, the City of St. Ignace sent Mr. Wilk to the police academy to fill a Patrolman position, where he graduated in December of 1987; and

**WHEREAS**, Mr. Wilk, continued his career with the department, when on February 18, 1998, he was promoted to Sergeant and finally on February 1, 2010, he was promoted to Chief of Police; and

**WHEREAS**, during Chief Wilk's tenure, he wrote many grants, including, but not limited to, the Byrne Jag Grant, Enbridge grants, Sault Ste. Marie Tribe of Chippewa Indian 2% grants; numerous technology and security update grants, and with the grants he has written and received, Chief Wilk helped purchased new vehicles for the Police Department, spearheaded a massive technology upgrade for the Police Department, as well as, installed security cameras in City Hall, Little Bear East and the Library, and

**WHEREAS**, Chief Wilk's community involvement also includes, EMS (1984), Medical Examiner Investigator (2000), assisted the EMS and Fire Department on calls, and collaborated with community leaders for community events, parades and other traffic control issues, races (both bike and foot), and

**WHEREAS**, Chief Wilk is also active as the Secretary/Treasurer of the Northern Michigan Chiefs of Police Association, Salvage Vehicle Inspector for Mackinac County, U.P. Representative for the Michigan Chiefs of Police Association, Coordinator for the Mackinac County Child Death Review Team and is a representative on the State of Michigan Child Death Review Team, Law Enforcement coordinator for multiple community events, and

**THEREFORE, BE IT PROCLAIMED**, that the City of St. Ignace, its employees and Council are very proud of Chief Mark Wilk for the recognition he has received from numerous community entities; including Nostalgia Productions, the Tractor Show, Truck Show, EMS and his work on the Child Death Review team to name a few.

**NOW THEREFORE BE IT PROCLAIMED**, that Mark Wilk, Chief of Police for the City of St. Ignace, be honored on this 4<sup>th</sup> Day of February 2019, for his dedicated service to the City of St. Ignace and his commitment to public safety.

## **CITY OF ST. IGNACE**

### **2. ANNUAL REPORT PLANNING COMMISSION:**

Betsy Dayrell-Hart updated Council with the Planning Commission annual report.

### **3. INTER-INSTITUTIONAL COOPERATION AGREEMENT:**

City Manager Stelmaszek introduced Darryl Brown, Director of Rendezvous at the Straits Powwow, to inform Council of the Intercontinental Indigenous Art Initiative returning to St. Ignace in August 2019 under the efforts of the inter-institutional cooperative agreement between the Michilimackinac Historical Society, the St. Ignace Visitors Bureau, Rendezvous at the Straits Powwow and the Indigenous School of the Arts. It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to sign a letter of support for the collaborated efforts to name St. Ignace the host city of the VIII Edition of the Intercontinental Biennial of Indigenous Art. Motion carried unanimously.

### **4. THE CITY OF ST. IGNACE CITY COUNCIL REMOTE ATTENDANCE POLICY:**

City Manager Stelmaszek requested Council's consideration of a policy to allow Board members the opportunity to participate in a meeting remotely via video, Internet or by phone. It was moved by Councilmember Pelter, seconded by Councilmember Tremble, to approve the Remote Attendance Policy. Motion carried unanimously.

### **5. TRAINING REQUESTS FOR CITY MANAGER AND POLICE DEPARTMENT:**

City Manager Stelmaszek informed Council of two training opportunities for the Police Department and City Manager in March 2019. It was moved by Councilmember Fullerton, seconded by Councilmember Pelter, to approve risk management training for the City Manager through MMRMA in March. Motion carried unanimously. It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve child passenger safety training for two employees in the Police Department. Motion carried unanimously.

### **6. SPENDING REQUESTS:**

#### **(A) SPLIT COSTS FOR RECREATION PLAN**

City Manager Stelmaszek informed Council that the EUP Regional Planning & Development submitted a final bill for the City of St. Ignace Recreation Plan and suggests charging both the Recreation Department and the Marina, as both departments benefit from the implementation of the Plan. It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve charging both departments for half of the cost of the final invoice. Motion carried unanimously.

#### **(B) REPLACE DPW TRUCK BED**

DPW Director Fraser provided Council with three bids to replace a truck bed on the 2008 F250. It was moved by Councilmember Fullerton, seconded by Councilmember Tremble, to approve the lowest bid to replace the truck bed from Truck & Trailer Specialties of Boyne Falls. Motion carried unanimously.

### **(C) RENTAL SPACE AT LBE FOR COMMUNITY ALLIANCE MEETING**

City Manager Stelmaszek requested Council's consideration to allow the Community Alliance meeting to utilize rental space at Little Bear East at the expense of the General Fund's Community Development activity. It was moved by Councilmember St. Louis, seconded by Councilmember Pelter, to approve rental of the LBE conference room to accommodate the Community Alliance meeting. Motion carried unanimously.

### **(D) POLICE CHIEF WILK TO PURCHASE SERVICE WEAPON**

City Manager Stelmaszek informed Council that Chief Wilk would like to purchase his service weapon, a 40 caliber Sig Sauer, at a cost of \$50 upon retirement. It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve Chief Wilk to purchase his service weapon for \$50 upon retirement. Motion carried unanimously.

### **(E) EMERGENCY PURCHASE OF ALUM PUMPS AT WATER PLANT**

City Manager Stelmaszek notified Council that the Water Plant had to purchase two new alum pumps after one broke down, because replacement parts had become obsolete. The new pumps were purchased from the lowest bidder and scheduled to be installed immediately. It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem Paquin, to approve the emergency purchase. Motion carried unanimously.

## **7. POLICE CHIEF POSITION:**

City Manager Stelmaszek requested Council's consideration to hire the Chief of Police position. It was immediately moved by Councilmember Fullerton, seconded by Councilmember Tremble, to hire Rich Cullen as Police Chief. Councilmember Fullerton requested a roll call vote.

Roll Call Vote:

Yes: Councilmember Fullerton and Councilmember Tremble.

No: Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers St. Louis and Clapperton.

Motion failed two to four, with Councilmember Pelter objecting to the vote.

At this time, Mayor Litzner announced Council to recess at 7:44 p.m.  
Council reconvened at 7:50 p.m.

It was then moved by Councilmember Tremble, seconded by Councilmember Fullerton, to hire Al Mitchell as Police Chief.

Roll Call Vote:

Yes: Mayor Litzner, Mayor Pro-Tem Paquin, Councilmember Tremble,

No: Councilmembers St. Louis, Pelter, Clapperton and Fullerton.

Motion failed three to four.

At this time, Mayor Pro-Tem Paquin moved to hire Anthony Brown as Police Chief, seconded by Councilmember St. Louis.

Roll Call Vote:

Yes: Mayor Pro-Tem Paquin, Councilmembers St. Louis, Tremble, Clapperton and Mayor Litzner.

No: Councilmember Fullerton.

Motion carried five to one, with Councilmember Pelter objecting to the vote.

## **Public Comment:**

Public comment was received regarding City policy and procedures.

**Consideration of Bills:**

It was moved by Councilmember Pelter, seconded by Councilmember St. Louis, to approve payment of the bills in the amount of \$19,621.85. Motion carried unanimously.

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

BELONGA EXCAVATING, LLC	330.00
BELONGA'S PLUMBING AND HEATING	8.00
CORE TECHNOLOGY CORP	460.00
ETNA SUPPLY COMPANY	598.90
HAKOLA PORTA JOHN SERVICE & RENTALS	615.00
HD SUPPLY FACILITIES MAINTENANCE LT	499.98
HYDRITE CHEMICAL CO	578.40
JOHNSON CONTROLS INC.	9,966.57
KELLOGG HOTEL & CONF CENTER MSU	160.50
KSS ENTERPRISES	221.78
MACKINAC SALES	94.06
MC VEIGH'S TRUCK SPRINGS	785.54
MI ASSOCIATION OF MAYORS	85.00
MICHAEL RICHARD LAMB	120.00
MICROBIOLOGICS INC	228.70
NCL OF WISCONSIN INC	2,094.45
OK INDUSTRIAL SUPPLY	164.16
PARAGON LABS	831.00
QUILL CORPORATION	227.52
RUDYARD ELECTRICAL SERVICE INC	566.50
SAFETY-KLEEN SYSTEMS INC	206.89
THE FEED STATION	229.90
WALMART	549.00
Grand Total:	\$19,621.85

There being no further business, the meeting adjourned at 8:00 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 February 18th, 2019  
**\*\*\*MANAGERS REPORT\*\*\***

**CITY ASSESSOR UPDATE ON 2017 & 2018 ASSESSMENT ROLLS**

We were granted our 2017 and 2018 assessment roles back at last Tuesday State Tax Commission Meeting. Kyle is here tonight to go over what he has been doing to prepare for this outcome, what exactly occurred at the meeting (refer to attached agenda), and what needs to be done now that we have been given back our rolls.

**POLICE CHIEF COMPENSATION**

The Negotiation committee has tentatively offered Tony Brown an annual salary of \$48,000 that will increase to \$50,000 at the start of his second year. This is to partially offset the cost of providing dependent health care in his first year of employment. He will receive the same cell phone stipend as Chief Wilk and leave benefits commensurate with the union contract except for the provision allowing the sale of leave time back to the City. This provision has been removed from the new contract. Tony Brown has agreed to these terms; I am asking for your approval to ratify this agreement.

**TRAINING REQUESTS**

In April, I am requesting approval to send Tony Brown to a five day school in Lansing specifically for new Police Chiefs. It is sponsored by the Michigan Association of Chiefs of Police (MACP). Because we are a member of MMRMA we will also be eligible for reimbursement of 75% of the tuition costs. There is a flyer on this in your packet

### **SPENDING REQUEST**

Bill is requesting to spend \$13,468 to rebuild a high service pump at the water plant. This was approved last year and then put on hold because of the crisis involving a computer monitoring system failure. It is on bills list for a 2019 capital improvement project (CIP). It would be funded through budgeted RR&I funds. Bill was only able to get two bids and would like to go with the higher bid (\$252 difference). Bills request and bids are in your packet; he is here tonight if you have any questions.

### **OWNER REQUEST TO CELL BACK CEMETARY PLOTS**

We have received a request from the heirs of an estate owning cemetery lot #12 &13 (Block 9, Section H) in our City Cemetery to sell these lots back to the City. These lots were purchased in 2002 for a total cost of \$400.

### **LAWSON PROPERTY UPDATE**

This property sold last week to Shepler's. Chris Shepler has been given the attached letter regarding the current status this property with the City. Mr. Shepler was asked to respond tonight with his intentions regarding how he was going to address the current problem.

### **COMMITTEE APPOINTMENTS**

To be presented by Mayor Litzner.

### **FINANCIAL**

There is nothing out of the ordinary to report.

## Other Matters

Chief Wilk completed the background investigation on Tony Brown. No issues were found that had not been disclosed. Disclosed issues were minor and from a long time ago. The report is on file.

In response to questions about MML membership benefits, the attached flyer, "Membership Benefits at a Glance" has been put in your packet.

I have started the process to bid out residential trash pickup for when our contract ends next year. The request for bids is in last week's and this week's paper. The bid process ends on Monday, April 1st. I will give you a hard copy of all the bids at that night's meeting and prepare a recommendation for the following meeting. There is a copy of the RFP in your packet



**STATE OF MICHIGAN  
MICHIGAN DEPARTMENT OF TREASURY  
STATE TAX COMMISSION**

**OFFICIAL ORDER**

Whereas, on April 17, 2017 the State Tax Commission assumed jurisdiction of the City of St. Ignace, Mackinac County 2017 assessment roll pursuant to the provisions of the General Property Tax Act, being PA 206 of 1893, being sections 211.1 through 211.157 of the Michigan Compiled Laws, and

Whereas, on August 21, 2018 the State Tax Commission assumed jurisdiction of the City of St. Ignace, Mackinac County 2018 assessment roll pursuant to the provisions of the General Property Tax Act, being PA 206 of 1893, being sections 211.1 through 211.157 of the Michigan Compiled Laws, and

Whereas, the State Tax Commission staff completed a review of the rolls and found their values to be certifiable and

Whereas, the staff requests the State Tax Commission certify the 2017 assessed and taxable valuations as listed:

2017 Assessed Valuations – City of St. Ignace, Mackinac County

Agricultural Real Property:	\$	358,100
Commercial Real Property:	\$	35,929,100
Industrial Real Property:	\$	513,890
Residential Real Property:	\$	55,196,230
Timber Cutover Real Property:	\$	0
Developmental Real Property:	\$	0
 Total Real Property:	 \$	 91,997,320
Total Personal Property:	\$	5,154,270
 Total Real & Personal Property:	 \$	 97,151,590

2017 Taxable Valuations – City of St. Ignace, Mackinac County

Agricultural Real Property	\$	358,048
Commercial Real Property	\$	28,264,962
Industrial Real Property	\$	462,916
Residential Real Property	\$	45,828,946
Timber Cut-Over Real Property	\$	0
Developmental Real Property	\$	0

Total Real Property	\$ 74,914,872
Total Personal Property	\$ 5,042,771
 Total Real and Personal Property	 \$ 79,957,643

Whereas, the staff requests the State Tax Commission certify the 2018 assessed and taxable valuations as listed:

2018 Assessed Valuations – City of St. Ignace, Mackinac County

Agricultural Real Property:	\$ 365,700
Commercial Real Property:	\$ 34,947,650
Industrial Real Property:	\$ 506,370
Residential Real Property:	\$ 54,320,912
Timber Cutover Real Property:	\$ 0
Developmental Real Property:	\$ 0
 Total Real Property:	 \$ 90,140,632
Total Personal Property:	\$ 5,056,190
 Total Real & Personal Property:	 \$ 95,196,822

2018 Taxable Valuations – City of St. Ignace, Mackinac County

Agricultural Real Property	\$ 365,565
Commercial Real Property	\$ 28,701,080
Industrial Real Property	\$ 471,099
Residential Real Property	\$ 46,348,155
Timber Cut-Over Real Property	\$ 0
Developmental Real Property	\$ 0
 Total Real Property	 \$ 75,885,899
Total Personal Property	\$ 5,030,090
 Total Real and Personal Property	 \$ 80,915,989

NOW THEREFORE, it is ordered that the 2017 and 2018 assessed and taxable valuations recommended by staff become the official assessed and taxable valuations for the years of 2017 and 2018.

The authority for the actions required by this Official Order is found in the General Property Tax Act, as amended by 1986, Public Act 223, being sections 211.1 through 211.157 of the Michigan Compiled Laws.

WITNESS, my hand and seal of the State Tax Commission this 12th day of February, A.D., 2019.



\_\_\_\_\_  
Nick A. Khouri, Chairperson

\_\_\_\_\_  
W. Howard Morris, Member

\_\_\_\_\_  
Leonard D. Kutschman, Member

I hereby certify that this is a true copy of the Order of the State Tax Commission on file in The State Tax Commission Office as provided In Act 147, P.A. 1960

\_\_\_\_\_  
Heather S. Frick, Executive Director

DRAFT

# Police Executives' & New Chief Chiefs' School



**April 8-12, 2019 ♦ Lansing, MI**

## About the School

**MCOL 302 Approved**

This highly rated, outstanding program is geared for new Chiefs/Directors, including Deputy Chiefs, Assistant Chiefs and Command Personnel of all ranks. The five-day session is presented by the MACP under the leadership of Retired Chief Neal Rossow. Tentative topics include: Conducting the Department Audit, Building a Strong Leadership Team, Financial Management of Police Agencies, Operating in the Political Environment, Media Relations, Developing Written Directives & Policy, Labor Law, Human Resource Law, and other topical subjects that all police professionals need to know. All instruction provided by current Chiefs, retired Chiefs, professors and industry specialists.

*Early Registration is recommended as space is limited.*

### VENUE

Henry Center for Executive Development  
3535 Forest Rd, Lansing 48910  
Onsite housing through  
Candlewood Suites East Lansing  
3545 Forest Rd, Lansing 48910 ♦ 517-351-8181

### HOUSING RATE

\$75 + tax per night  
Includes continental breakfast and full lunch buffet.  
A block of rooms is reserved until March 8. Rate is not guaranteed after this date. Reference the Michigan Association of Chiefs of Police when calling to reserve your room or follow the link below.

## Registration

Early Registration thru January 31	
MACP Members	\$ 1095.00
Non-MACP Members	\$ 1195.00
Regular Registration begins February 1	
MACP Members	\$ 1195.00
Non-MACP Members	\$ 1295.00

## Class Schedule

Classes are held 8 am - 5 pm every day except Friday, which runs until 2:30 pm.  
A Welcome Reception will be held Monday night (April 8) from 5 pm - 7 pm.



**REGISTER ONLINE & RESERVE YOUR ROOM AT THE CANDLEWOOD SUITES**  
[www.michiganpolicechiefs.org](http://www.michiganpolicechiefs.org)

Questions? Contact the MACP at 517.349.9420 or email [info@michiganpolicechiefs.org](mailto:info@michiganpolicechiefs.org)

*Registrants who fail to cancel at least two weeks prior to the program, and do not attend, are responsible for full tuition.*

**NOTE:** MMRMA insured agencies eligible for 75% tuition reimbursement. Contact MMRMA directly regarding this benefit.





**Michigan Association of Chiefs of Police**

3474 Alaiedon Pkwy; Ste 600

Okemos, MI 48864 / Ph. (517)349-9420

**Invoice**

Date	Invoice #
1/29/2019	200005413

Bill To
TBD TBD City of St. ignace 396 North State Street St. ignace, MI 49781 United States

Ship To
TBD TBD City of St. ignace 396 North State Street St. ignace, MI 49781 United States

PO Number	Terms	Due Date
	Due on receipt	1/29/2019

Qty	Description	Price	Totals
1	2019 Spring Police Executives' and New Chiefs' School - TBD TBD	\$1,295.00	\$1,295.00
1	Discount (NCS Early Bird)	(\$100.00)	(\$100.00)
<b>Sub-Total</b>			\$1,195.00
<b>Total</b>			\$1,195.00
<b>Balance Due</b>			\$1,195.00

- Check payable to Michigan Association of Chiefs of Police enclosed
- Invoice Department; PO# \_\_\_\_\_

Credit Card Payment:

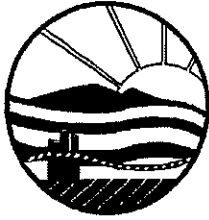
- Visa  Master Card  AMEX (Please complete all sections)

Card#: \_\_\_\_\_ Expiration: \_\_\_\_\_ CVC2# \_\_\_\_\_

Name on Card: \_\_\_\_\_ Phone #: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Billing State: \_\_\_\_\_ Billing Zip: \_\_\_\_\_

Email Address (to send receipt): \_\_\_\_\_ Signature: \_\_\_\_\_



## City of St. Ignace

396 North Street,

St. Ignace, Michigan 49781

Phone: (906) 643-7451 Fax: (906) 643-9393

e-mail: [bfraser@lighthouse.net](mailto:bfraser@lighthouse.net)

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Date: 2/14/19

TO: Council Members/City Manager

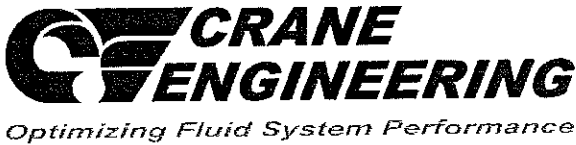
RE: High Service Pump at Water Plant

I am requesting permission to rebuild the high service pump at the Water Plant. This pump was one of the two I had on the list approx. a year ago, with the computer issue we had, I decided to hold off.

I was only able to get two prices because there are only two companies that can rebuild these pumps within a reasonable distance to us. The bids we received were from Crane Engineering at \$13,468 and KSB Dubric at \$13,216. I would like to go with Crane Engineering because we have established a great relationship with them over the years. Their service has been excellent. Most of our wastewater lift stations have pumps that were also purchased from Crane Engineering.

I had budgeted for this and the Booster Pump for 2019, with the Booster Pump coming at a later date. The Fund that we will be using to pay for this is, RR&I contracted services.

Bill Fraser  
DPW Director



707 Ford Street  
Kimberly, WI 54136

Phone: 920-733-4425  
Fax: 920-733-0211

www.craneengineering.net

To: Brian Peterson  
St. Ignace, City of  
396 N. State Street  
St. Ignace, MI 49781

Phone: 906-643-9670

Fax: 906-643-9393

E-mail: brianpeterson906@gmail.com

Quotation #: RD2231  
Customer RFQ #: Verbal  
Crane Job #:

Today's Date: 2/9/2018  
Quote Expiration Date: 3/11/2018

Desc: St Ignace Water - High Service Pump 4 Rehab

Item	Description	Qty	Subtotal
1.00	High Service - Vertical Turbine Pump Rehab Labor, Equipment, and Material to: <ul style="list-style-type: none"> <li>• Pick up pump and transport to our shop</li> <li>• Inspect and clean motor</li> <li>• Sand blast and paint column</li> <li>• Repair stuffing box</li> <li>• New 1.5" shaft</li> <li>• New wear ring and bearings on bowl</li> <li>• SS hardware</li> <li>• Deliver and assemble</li> <li>• Start up and performance testing</li> </ul>	1 EA	\$13,468.00

Thank you for the opportunity to provide you this proposal. Please do not hesitate to contact me if you have any questions or require any additional information.

Sincerely,

Ryan Driessen  
Application Engineer  
Ph: 920-257-0174  
r.driessen@craneengineering.net

Eric Finnila P.E.  
Director of Sales  
Ph: 920-850-3100  
e.finnila@craneengineering.net

Terms & Conditions			
<b>Lead Time</b>	4-6 Week factory ship date is typical.	<b>Payment Terms</b>	n15
<b>F.O.B.</b>	Warehouse	<b>Shipping Terms</b>	Prepaid and Added to Invoice.

**ACCEPTANCE OF QUOTATION (Please Circle Selections)**  
**(In Accordance with Terms and Conditions of Sale as Listed Above)**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Customer Purchase Order Number: \_\_\_\_\_

KSB Dubric



Mr. Brian Peterson  
October 12, 2018  
St. Ignace Water Plant  
St. Ignace, MI

Subject: Verti-Line 4 stage pump rebuild

Brian:

Please find below the scope of work and quote for repair of the pump we discussed

1. *Travel on-site to pick up pump from Water Plant*
2. *Completely disassemble and inspect pump*
3. *Thoroughly clean and blast all components*
4. *Precision measure all components*
5. *Polish all shafting*
6. *Polish to clean all bronze bearings*
7. *Polish all impeller wear turn areas*
8. *Balance all impellers to ISO G2.5*
9. *Replace all bronze casing rings*
10. *Replace mechanical seal with new*
11. *Paint exposed components with industrial enamel*
12. *Shrink wrap pump for shipment*
13. *Deliver pump and witness startup.*

Price: \$13,216.67

*Should there be a need for any additions or deletions the above work scope, we will discuss with you prior to pump completion.*

*KSB Dubric requests 2 weeks notice prior to job startup and about a 6-7 week completion time frame.*





Building Inspector  
396 N. State Street  
(906) 643-6070-9584  
Fax: (906) 643-9393

February 13, 2019

Mr. Chris Shepler, President  
Shepler's Mackinac Island Ferry  
556 E Central Avenue  
Mackinaw City, MI 49701

Re; Recent Lawson property purchase

Dear Mr. Shepler,

As you were aware the property you have purchased from Don Lawson was cited under the City of St. Ignace's dangerous building ordinance. See attached copies of correspondence.

The City of St. Ignace Council would like to know your intentions for correcting the issues cited in the attached letters.

We are asking for your attendance at the February 18<sup>th</sup> council meeting, 7pm in the City Hall Council Chambers, 396 N State Street, St. Ignace MI 49781 or respond in writing to the City Manager, Mike Stelmaszek at the same address.

If you have any questions feel free to call.

Sincerely,

A handwritten signature in cursive script that reads "Brian Olsen".

Brian Olsen  
Building Inspector

Enclosures

Cc

Mike Stelmaszek, City Manager

## Mike Stelmaszek

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**From:** Chris Shepler <chris@sheplersferry.com>  
**Sent:** Friday, February 15, 2019 3:21 PM  
**To:** citymgr@lighthouse.net  
**Subject:** Lawson Property

Hello Mike,

Thank you again for all your time and effort in getting us to the closing table yesterday with Mr. Lawson. I am positive without your due diligence, we would never have come to the end with this project. Again, thank you so much for all your hard work and patience.

In moving forward, our plans for this property is to build, landscape and light this area to be used as a parking facility for our guest vehicles that are going to stay overnight on the Island. The timeline for the project looks like this:

- We have completed the Asbestos and Lead Paint assessment through Mackinac Environmental.
- We have also completed contamination review of the soil and will start the BEA assessment this summer. This will involve a small removal of soil contaminants.
- May-June 2019 Belonga Excavating will remove the buildings and start the process of moving dirt to form this facility.
- Fall of 2019 Belonga will finish all grading and cement work for curbing that will form the entrance areas.
- Spring if 2020 we will pave, construct low level lighting, stripe the parking spaces and conclude the landscaping of flowers and grass.
- June of 2020 we will start using this parking facility for our overnight guests.

As you may already know we are seeking to use the "Brownfield" process to help us mitigate the cost of taking down the buildings due to blight issues. I am not familiar with this process and hope that we can count on you and the City of St. Ignace to help us with this process. I believe that the only items needed from the City of St. Ignace is the proof of condemning all on site buildings.

I thank you again Mike for all your time and effort in getting this deal done. I also want to thank Paul Fullerton for bringing this piece of property to my attention. If there is anything that I have missed, please do not hesitate to contact me at any time. I also apologize for not being here tonight to present in person, however my travel schedule has taken me out of town for a week.

Sincerely,

**Chris Shepler**  
President  
SHEPLER'S MACKINAC ISLAND FERRY

sheplersferry.com | 800.828.6157 office  
twitter.com/sheplersferry | instagram.com/sheplersferry | facebook.com/sheplersferry