

CITY COUNCIL MEETING
St. Ignace, Michigan
Monday, April 2, 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 March 19, 2018 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business
 - 1. **APPROVAL OF CANDIDATE FOR CITY ATTORNEY FOR ORDINANCE ENFORCEMENT POSITION**
 - 2. **APPROVAL OF CANDIDATE FOR CITY ATTORNEY POSITION**
 - 3. **APPROVAL OF CANDIDATE FOR MARINA DIRECTOR POSITION**
 - 4. **APPROVAL OF CANDIDATE FOR ASSESSOR POSITION**
 - 5. **APPROVAL OF CITY PAVILION AND SITE RENTAL PROCEDURES**
- IX. Public Comment
- X. Consideration of Bills

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**Council
Proceedings
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, March 19, 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; Andrea Insley, City Clerk/Treasurer; Mark Wilk, Police Chief; Scott Marshall, Recreation Director.

Consideration of minutes from March 5, 2018 Council meeting:

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve the minutes of March 5, 2018.

Motion carried unanimously.

Limited Public Comment: None.

Additions to the Agenda:

City Manager Stelmaszek – Disclosure statement

1. APPROVAL FOR UPCOMING MML TRAINING IN MAY 2018:

City Manager Stelmaszek informed Council that Mayor Litzner, Mayor Pro-Tem Paquin, and Councilmember Pelter are scheduled to attend the Michigan Municipal League Elected Officials Academy in Spring Lake, Michigan, May 18-19th.

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to approve the training. Motion carried unanimously.

2. APPROVAL OF COMP. TIME POLICY:

Mayor Litzner noted this policy was already adopted in the June 5, 2017 minutes under Additions to the Agenda.

3. FINANCIALS:

City Manager Stelmaszek reviewed the February 2018 financials with Council. It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to accept the financial report. Motion carried unanimously.

Additions to the agenda:

City Manager Stelmaszek – Disclosure statement:

City Manager Stelmaszek announced the forensic audit report was complete and that it revealed certain policies and procedures which need to be updated to reflect compliance with the Michigan Department of Treasury Accounting Procedures Manual for Local Units of Government.

Public Comment:

Public comment was received questioning the purpose of the forensic audit in comparison with the results reported from the completed audit.

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 \$ 33,520.01. Motion carried unanimously.

The following bills were presented to Council for payment:

ANDERSON TACKMAN & COMPANY	8,417.48
C2AE	15,182.04
CHARLES J. PALMER, P.C.	320.00
INTERSTATE BATTERIES	117.95
JUDITH WYSE	30.00
KUSTOM SIGNALS INC	155.00
LYNN AUTO PARTS	2,142.26
MACKINAC COUNTY TREASURER	642.06
MACKINAC STRAITS HEALTH SYSTEM	28.00
MIKE LILLIQUIST	50.00
NORTHERN MICHIGAN REVIEW, INC	88.50
POMASL FIRE EQUIPMENT	181.67
SAFETY-KLEEN SYSTEMS INC	206.89
SAULT PRINTING COMPANY	105.67
SPARTAN STORES	43.04
ST IGNACE AUTOMOTIVE	932.77
ST IGNACE TRUE VALUE	499.07

STRAITS BUILDING CENTER	38.48
TED FESTERLING LLC	2,396.63
TOM H EVASHEVSKI P L L C	1,054.00
TROJAN TECHNOLOGIES	888.50
Grand Total:	\$33,520.01

There being no further business, the meeting adjourned at 7:14 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

CITY COUNCIL MEETING
City Council Chambers
Monday, March 2nd, 2018

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

**APPROVAL OF CANDIDATE FOR CITY ATTORNEY FOR ORDINANCE
ENFORCEMENT POSITION**

As recommended by the Negotiation Committee.

APPROVAL OF CANDIDATE FOR CITY ATTORNEY POSITION

As recommended by the Negotiation Committee.

APPROVAL OF CANDIDATE FOR MARINA DIRECTOR POSITION

As recommended by the Negotiation Committee after consultation with the City Manager.

APPROVAL OF CANDIDATE FOR ASSESSOR POSTION

As recommended by the Negotiation Committee after consultation with the City Manager.

APPROVAL OF CITY PAVILION AND SITE RENTAL PROCEDURES

In response to no formalized procedure, and at the request of some of the council members, the attached rental agreement is presented for your review. The form and procedure was reviewed at the last work session where the consensus was to implement it.



St. Ignace, Michigan

396 N. State Street
(906) 643-9671

Pavilion & Site Rental and Reservation Form

(Turn in form and make payment at the Clerks office)

Please Check One:

- Kiwanis Beach Park Pavilion*
- American Legion Memorial Park Pavilion*
- Coast Guard Park Pavilion*
- *\$50 (\$150 for non-resident rental)
- Marina (\$300), Limit of 4 times per year
- Lighthouse Pier (\$300)

Deposit

Received \$ _____

Staff Initials _____

Returned \$ _____

Renter's Initials _____

Date of Function _____ Times (including setting up and taking down) _____

Your Name _____ Your Address _____

Contact Number _____ Type of Function _____

Business/Organization Name (if applicable) _____

Terms & Conditions

Park Pavilions are available for free on a first come basis if they have not been rented. Rental times must be between the hours of 9:00AM and 10:00PM. The rental fee schedule is for a maximum of 5 hours; additional time is at a rate of \$20 per hour up to the entire day. Costs and a \$100 deposit are due with rental payment at the time the reservation and rental agreement is turned in. Renters and their group must abide by all Park rules. The Park area around each Pavilion remains open to the public. For the purpose of managing the type of function, all reservations and rental agreements are contingent of the approval of the City Manager.

I, the undersigned, understand and agree that by signing and dating this agreement I certify that I have read the rental "terms and Conditions" and I agree to be bound by them. The undersigned also agrees to indemnify and hold free and harmless the City of St. Ignace from all claims or actions for damages or loss to property, including the loss of use thereof, and from any and all claims or actions for personal injury, sickness or disease, including personal injury, if caused by the undersigned's acts or omissions, and the undersigned will pay any judgement decrees, costs, including attorney fees which may be rendered against the City of St. Ignace, its Council Members, agents, and employees, in any and all such actions or proceedings.

Signed _____ Date _____

City Managers Signiture _____ Date _____