

Council Meeting held via ZOOM

Monday, April 20, 7:00p.m.

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<https://zoom.us/j/5886184757>

Meeting ID: 588 618 4757

To dial in audio for the Council meeting call the number below:

1-253-215-8782

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You will be prompted to enter the meeting ID followed by #

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CITY COUNCIL MEETING
St. Ignace, Michigan
Monday, April 20, 2020 – 7:00 p.m.
Remote Attendance Meeting

******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 April 6, 2020 meeting
- VI. Business
 1. **UTILITY DISCONNECTS AND LATE FEES**
 2. **APPROVAL OF PETITION AND RESOLUTION FOR PLATTED LOT SPLIT**
 3. **CEMETERY LAWN BID**
 4. **FINANCIALS**
- VII. Public Comment
- VIII. Consideration of Bills

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 6, 2020, remotely via Zoom video conference.

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; Anthony Brown, Chief of Police; Kyle Mulka, City Assessor; Alycia McKowen, Library Director; Andrea Insley, City Clerk/Treasurer; Charles Palmer, City Attorney.

Consideration of minutes from March 23, 2020 Special Council meeting:

It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve the minutes from March 23, 2020.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

Additions to the Agenda:

City Manager Stelmaszek – Mutual Aid Agreement for Law Enforcement renewal.

Councilmember Fullerton – Request.

1. COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION OF MICHIGAN (CEDAM) AGREEMENT 2020:

Mayor Litzner and Betsy Dayrell-Hart, Planning Commission Chairperson, informed Council that the City has an opportunity to participate in a grant agreement with the CEDAM that would provide professional services for 15 months through a fellowship program. The agreement is based on the City's Redevelopment Ready efforts and will include fellowship assistance with various projects related to its economic development. The Host Site fee of \$6,000 to be paid by the City from the Planning and City Council budgets. All other expenses are the responsibility of the grant.

It was moved by Councilmember St. Louis, seconded by Councilmember Fullerton, to approve the City's participation in the CEDAM grant agreement as presented.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

2. APPROVAL OF RISK AVOIDANCE PROGRAM (RAP) GRANT FOR SECURITY CAMERA SYSTEM AT MARINA:

City Manager Stelmaszek requested Council's consideration to approve purchasing a digital camera and security system for the Marina through a Michigan Municipal Risk Management Authority (MMRMA) RAP Grant. In the grant award, the City will be reimbursed one-third the cost of equipment and labor upon completion of installation.

It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem Paquin, to approve purchasing and installing a digital camera and security system for the Marina.

Roll call vote:

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

No: None.

Motion carried unanimously.

3. REQUEST FOR ADDITIONAL CONTRIBUTIONS TO MERS PENSION LIABILITY:

City Manager Stelmaszek informed Council that the City's MERS Pension plan is currently in underfunded status with the State of Michigan and that he is requesting additional contributions be paid during the fiscal year 2020 to become compliant. The additional voluntary contributions intended are \$1,000 per month for the budget year 2020 to be paid from the 729 Other Employee Benefits Trust. It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve paying the additional voluntary contributions for this year:

Roll call vote:

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

No: None.

Motion carried unanimously.

4. APPROVAL OF CORRECTIVE ACTION PLAN (CAP) TO FUND MERS PENSION LIABILITY:

City Manager Stelmaszek presented a completed form 5598, Protecting Local Government Retirement and Benefits Act Corrective Action Plan, for the City's MERS Pension plan. City Manager Stelmaszek requested Council's approval for submission of the CAP to be reviewed by the Michigan Stability Board. It was moved by Councilmember Pelter, seconded by Councilmember Clapperton, to approve submitting the Corrective Action Plan presented.

Roll call vote:

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

No: None.

Motion carried unanimously.

5. CITY EMPLOYEE WORK FROM HOME DURING STATE OF EMERGENCY:

City Manager Stelmaszek informed Council that City staff has made various adjustments to their work schedules to adhere to Governor Whitmer's Executive Order 2020-21. He is requesting Council's consideration to reimburse up to 40 hours of leave time for any employee who has had to use other leave benefits to comply with the Executive Order.

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to approve reimbursing up to 40 hours of leave time for employees who have or will have to use leave time to comply with the Governor's Executive Order.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

6. CITY EMPLOYEE ON CALL DURING STATE OF EMERGENCY:

City Manager Stelmaszek requested Council's approval to pay essential employees in the Water, Sewer and DPW departments their regular pay during normal work hours for any time spent at home on standby during the State of Emergency, so long as they are immediately available for call-out. After some discussion, it was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve essential employees in the Water, Sewer and DPW departments to receive regular pay when serving time on Standby during normal working hours during this State of Emergency.

Roll call vote:

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

No: None.

Motion carried unanimously.

Additions to the Agenda:

City Manager Stelmaszek – Mutual Aid Agreement for Law Enforcement Renewal:

City Manager Stelmaszek informed Council that the Mutual Aid Agreement for Law Enforcement between the City of St. Ignace, Mackinaw City and Mackinac Island is currently up for renewal. It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to renew the current Mutual Aid Agreement for Law Enforcement for the next three-year period, April 2020 thru April 2023.

Roll Call Vote:

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

No: None.

Motion carried unanimously.

Councilmember Fullerton – Request:

Councilmember Fullerton requested a phone appointment with the City Manager to discuss recent correspondence.

Public Comment:

Public comment was received regarding essential employee compensations during the COVID-19 pandemic and an update of operations statement from the City Manager.

Consideration of Bills:

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve payment of the bills in the amount of \$21,290.17.

Roll Call Vote:

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

No: None.

Absent: Councilmember Pelter (disconnected at 7:48 p.m.).

Motion carried unanimously.

The following bills were presented to Council for payment:

BELONGA'S PLUMBING AND HEATING	62.84
CALVIN BURNSIDE	5,956.00
CHARTER COMMUNICATIONS	31.48
GEORGE'S BODY SHOP, INC	232.00
INTERSTATE BATTERIES	127.95
KIMBALL-MIDWEST	430.92
KSS ENTERPRISES	580.68
NATIONAL OFFICE PRODUCTS	566.68
NCL OF WISCONSIN INC	1,811.91
OSCAR W LARSON	233.75
OTIS ELEVATOR CO	1,985.00
PARAGON LABORATORIES, INC	75.00
STANDARD ELECTRIC COMPANY	224.80
STRAITS BUILDING CENTER	110.89
WAUBAUSHENE MACHINE & WELDING	8,323.00
Grand Total:	\$21,290.17

There being no further business, the meeting adjourned at 7:51p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

**CITY COUNCIL MEETING
BY REMOTE ATTENDENCE
MONDAY, APRIL 20th, 2020 at 7:00PM
MANAGERS REPORT**

SUSPENSION OF UTILITY DISCONNECTS AND LATE FEES

Agenda item for discussion by Council Members.

REQUEST FOR APPROVAL OF RESOLUTION FOR A PLATTED LAND SPLIT

On behalf of the land owner (Josh Soblaskey), Neil Hill has prepared a change in the plotted boundary of Lot #26 of block #1 of the "Crains" subdivision. The request will abate an issue of encroachment of an existing house adjacent to this lot (#27).

CEMETERY LAWN CARE BID

We received only one bid from Precision Edge (Kyle Brow) for the same as last year (\$7,200 to be paid in three installments). It is for over \$5,000. I am requesting approval of this bid.

OTHER MATTERS

Anderson Tackman was scheduled to be here the week of April 20th through the 24th. Their visit has been postponed. We are trying to reschedule for some time in May or June. Construction of Fire Hall is underway. The DNR has put a freeze on all grant spending until a review can be done of all state spending. Starting Friday, May 1st GFL will start distributing residential waste pickup and recycling containers. Waste Management will collect their containers this month during the last week of residential refuse pickup, right after their last collection. The pickup of recycling containers will occur on the date recycling is picked up (the 28th) in April, right after their last collection.

Petition for Platted Lot Split

Lot Known As a portion of: Lot 26, Block 1, Crains Subdivision, City of St. Ignace

The undersigned petitions the Council of the City of St. Ignace to split a platted lot, pursuant to MCL 560.263, which lot is solely owned by:

Josh Soblaskey of 401 Murray St., St. Ignace, Michigan 49781

A. The Lots owned is described as follows:

Tax Parcel 052-320-006-00

Description:

Lot 26 and the South ½ of an abandoned 20-foot alley, Block 1,
Crains Subdivision,
City of St. Ignace, Mackinac County, Michigan.

B. A Copy of a drawing showing the lot before and after the split is attached as Exhibit "A"

C. The lot is in the following zone under the City Zoning Ordinance:
Residential II

D. What is the purpose of the request to split the lot?
To correct an encroachment, and provide useable side-yards to both lots.

E. The undersigned represents if the land is encumbered by any lien, mortgage or other interest, that owner has approved this request to split in writing, which approval is attached hereto.

Applicant: Date: March 10, 2020

Josh Soblaskey

Via electronic signature

Neil Hill

Neil Hill, Surveyor, representative for Josh Soblaskey, Owner



Prepared under applicants request by:
Mackinac Country Land Surveys
429 Ellsworth St.
St. Ignace, MI 49781
(906) 643-9418
info@mackinacsurveys.com

Job No. 20017-JS-26-B1-GP

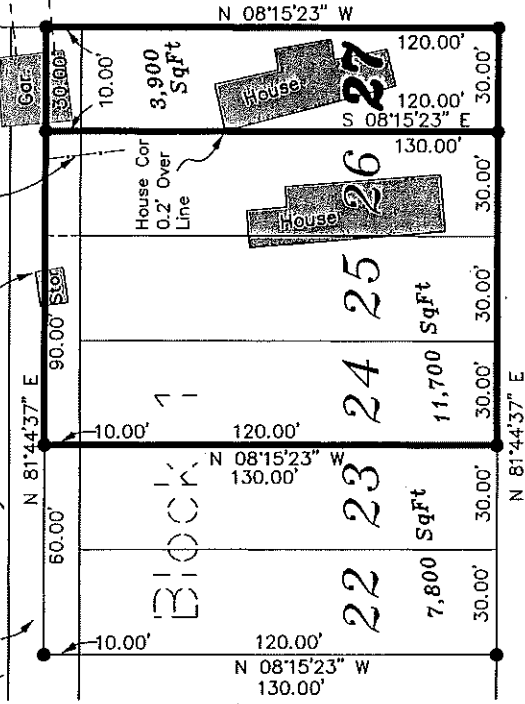
Before Split

Garage 14.1' North of Alley CL

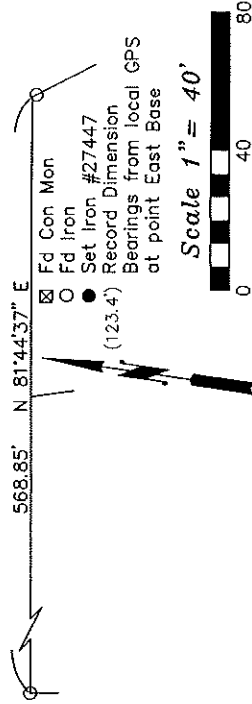
Fence of convenience built on extension of house line

Storage Building 2.70' Over Line

20' Alley (Abandoned)



Murray St. (43' ROW)

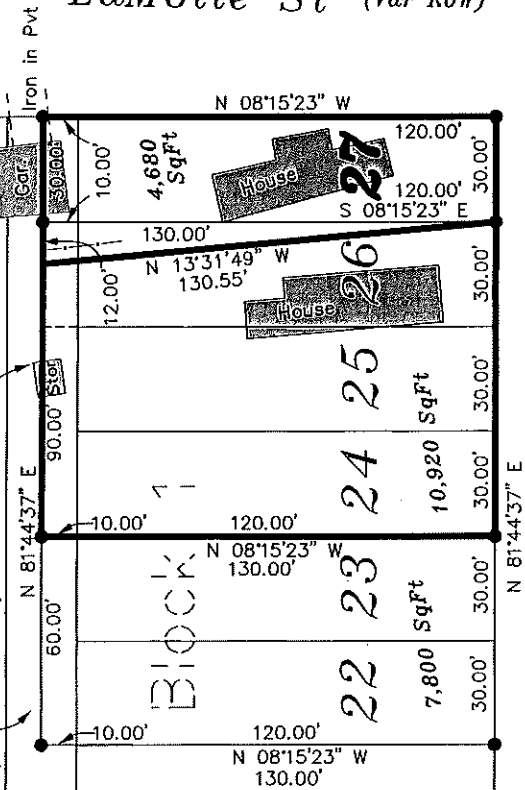


After Split

Garage 14.1' North of Alley CL

Storage Building 2.70' Over Line

20' Alley (Abandoned)



Murray St. (43' ROW)

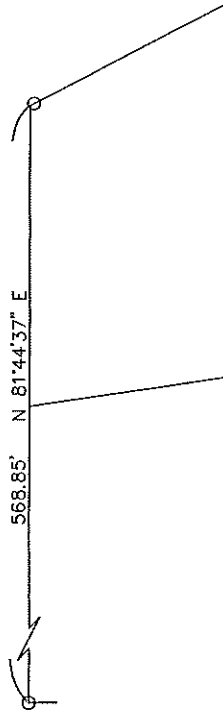


Exhibit "A"

LaMotte St (Var ROW)

Resolution

At a regular meeting of the City Council of the City of St Ignace, held the ___ day of _____, 2020 at 7 p.m., the following resolution was offered by Council person _____ and seconded by Council person _____

Pursuant to the request of Josh Soblaskey for property located on Murray St, City of St. Ignace, to split off a portion of Tax Parcel # 052-320-006-00, 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 # 052-320-006-00, City of St. Ignace, Mackinac County, Michigan, may be split.

Said new split parcels being set forth below:

Split Parcel

Beginning at the Southeast corner of Lot 26, Block 1, Crains Subdivision, City of St. Ignace, Mackinac County, Michigan;

Thence N 13°31'49" W 130.55 feet;
thence N 81°44'37" E 12.00 feet, along the centerline of an abandoned
20-foot alley;
thence S 08°15'23" E 120.00 feet, along the line between Lots 26 & 27, to the
Point of Beginning.

Remainder Parcel

Lot 26 and the South ½ of an abandoned 20-foot alley, Block 1, Crains Subdivision, City of St. Ignace, Mackinac County, Michigan.

EXCEPT:

Beginning at the Southeast corner of Lot 26, Block 1, Crains Subdivision, City of St. Ignace, Mackinac County, Michigan;

Thence N 13°31'49" W 130.55 feet;
thence N 81°44'37" E 12.00 feet, along the centerline of an abandoned
20-foot alley;
thence S 08°15'23" E 120.00 feet, along the line between Lots 26 & 27,
to the Point of Beginning.

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"

Those voting "No"

The Resolution was declared adopted / denied.

Andrea Insley, City Clerk

STATE OF MICHIGAN)
COUNTY OF MACKINAC) ss.

I, Andrea Insley, the duly qualified and acting Clerk of the City of St Ignace, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on _____ the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed my official signature this _____ day of _____.

Andrea Insley, City Clerk



Prepared under applicants request by:
Mackinac Country Land Surveys
429 Ellsworth St.
St. Ignace, MI 49781
(906) 643-9418
info@mackinacsurveys.com

Job No. 20017-JS-26-B1-GP

PRECISION EDGE OUTDOOR SERVICES
 W 676 PORTAGE ST
 PHONE #906-440-7553

Proposal

Proposal Submitted To:	DATE: 3-18-19
CITY OF ST. IGNACE	Service Address: 145 WHITE PINE DR.
396 N. STATE STREET	LAKE SIDE CEMETERY
	UPPER AND LOWER SECTIONS

We hereby submit specifications and estimate for:
 Lawn & grounds maintenance to include:

- Mowing Grass
- Edging and/or weed-eating
- Blowing clean all hard surface areas
- Trimming of small trees, shrubs, and plants as needed-IF REQUESTED
- Lawn fertilization as needed-ONLY IF REQUESTED, PRICE GIVEN AT LATER DATE

We hereby propose to furnish labor and necessary tools completely in accordance with the above specifications, for the sum of _____ on a weekly basis. Or for the some of _____ on a monthly basis. Or for the sum of \$7,200.00 on a seasonal basis.

All material is guaranteed to be as specified. All work to be completed in a respectable manner according to standard practices. Any alteration or deviation from the above specifications involving extra labor/costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon accidents and/or delays beyond our control. This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

Authorized Signature: *[Signature]* Date: 3-18-19

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED BY: MICHAEL STELMASZEK (CITY MANAGER)
Printed Name & Title

Authorized Signature: *[Signature]* Date: 4/2/19

Approved 4/1/19 Council