

CITY COUNCIL MEETING
St. Ignace, Michigan
Monday, June 18, 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 June 4, 2018 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business:
 - 1. ANDERSON TACKMAN AUDIT PRESENTATION FOR APPROVAL
 - 2. CONSIDERATION OF MILLAGE PROPOSAL INSERT WITH TAX BILL
 - 3. REQUEST TO REPLACE TWO UPCOMING VACANCIES IN POLICE DEPARTMENT
 - 4. APPROVAL OF DDA DIRECTOR POSITION RECOMMENDATION
 - 5. REQUEST FOR SHORT TERM TRANSITION EMPLOYMENT STATUS FOR NEW DDA DIRECTOR
 - 6. REQUEST TO FILL THE VACANCY CREATED BY SCOTT MARSHALLS ACCEPTANCE OF A NEW POSITION
 - 7. FINANCIALS
- IX. Public Comment
- X. Consideration of Bills

**Council
Proceedings
(Unofficial)**

A Regular Meeting of the St. Ignace City Council was held on Monday, June 4, 2018, in the Council Chambers at City Hall.

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

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

Absent: None.

Staff Present: Mike Stelmaszek, City Manager; Mark Wilk, Police Chief; Andrea Insley, City Clerk/Treasurer and Scott Marshall, Recreation Director.

Consideration of minutes from May 21, 2018 Council meeting:

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Pelter, to approve the minutes of May 21, 2018. Motion carried unanimously.

Limited Public Comment: None.

Additions to the Agenda: None.

1. WASTE MANAGEMENT AGREEMENT EXTENSION PROPOSAL:

City Manager Stelmaszek presented Council with a request to extend the current residential trash contract the City has with Waste Management. It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to deny the request for an extension and proceed with the bidding process at the end of the current contract 12/31/2019. Motion carried unanimously.

2. DOCK 3 LEASE EXTENSION:

City Manager Stelmaszek informed Council that the current Dock 3 lease will expire 12/31/2018, and there is a request for a one-year extension to better prepare for the next bidding process. It was moved by Councilmember Fullerton, seconded by Mayor Pro-Tem Paquin, to grant the one-year extension in the agreement through 12/31/2019. Motion carried with a vote of six to one.

3. BUDGET AMENDMENTS:

It was moved by Councilmember Pelter, seconded by Councilmember St. Louis, to approve the budget amendments presented by City Manager Stelmaszek. Motion carried unanimously.

Limited Public Comment:

Public comment was received regarding the safety of the lane reduction on North State Street, and Betsy Dayrell-Hart announced efforts to schedule a joint meeting between the Council, Planning Commission and DDA to discuss the process for the RRC program.

Consideration of Bills:

It was moved by Councilmember Clapperton, seconded by Councilmember Pelter, to approve payment of the bills in the amount of \$ 19,129.55. Motion carried unanimously.

The following bills were presented to Council for payment:

A & I MIDWEST PRINTING CO	1,421.00
AARON WINBERG MASONRY, INC.	1,835.00
BIOLOGICAL RESEARCH SOLUTIONS	325.00
ETNA SUPPLY COMPANY	67.65
GEORGES AUTO PARTS	120.00
HD SUPPLY FACILITIES MAINTENANCE LT	549.62
HYDRITE CHEMICAL CO	9,908.21
KIMBALL-MIDWEST	50.75
LIGHTHOUSE .NET	85.00
MACKINAC PLUMBING AND HEATING CO	18.65
MACKINAC SALES	39.99
MUNICIPAL CODE CORPORATION	1,209.00
NCL OF WISCONSIN INC	1,713.98
PARAGON LABS	470.00
QUILL CORPORATION	139.70
TED FESTERLING LLC	1,176.00
Grand Total:	\$19, 129.55

There being no further business, the meeting adjourned at 7:15 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

CITY COUNCIL MEETING
City Council Chambers
Monday, June 18th, 2018
******MANAGERS REPORT******

ANDERSON TACKMAN AUDIT PRESENTATION FOR APPROVAL

To be presented by Ken Talsma.

CONSIDERATION OF MILLAGE PROPOSAL INSERT WITH TAX BILL

The Straits Area Fire Authority is requesting permission to put the attached millage proposal insert in with the July property tax bills. It is allowed by law for informational purposes and does not allow it for to be used to support how one should vote (see attached Does and Don'ts fact sheet). I feel this insert is proper and request the councils support on this matter. The two other townships in the Authority are also seeking approval for the same thing.

APPROVAL OF DDA BOARDS SELECTION FOR NEW DIRECTOR

Scott Marshall has been selected by the DDA Board as their new Director.

REQUEST FOR SHORT TERM TRANSITION EMPLOYMENT STATUS FOR NEW DDA DIRECTOR

For transition purposes (not to exceed this budget year), I would like the discretion to employ Scott Marshall up to 8 hours (\$20.57 per hour) a week at his current pay (at his City Recreation position) to train and assist with current recreation projects and LBE issues this year.

REQUEST TO FILL THE VACANCY CREATED BY SCOTT MARSHALLS ACCEPTENCE OF A NEW POSITION

This would be for a new full time LBE Facility Manager/Recreation Coordinator.

REQUEST TO REPLACE TWO UPCOMING VACANCIES IN POLICE DEPARTMENT

Officer Paul was offered and has accepted employment with the Michigan DNR. His last day will be July 12th. Officer Wilcox has requested to go to part time to provide for needed time to complete a dissertation. He understands the employment status ramifications of this change. If approved, Chief Wilk will use Officer Wilcox as a part time officer to cover overtime and as needed for seasonal events. This can be done in a way as to provide a better service to the public and will not increase his budget.

FINANCIALS

Presented by City Manager

Report on other Matters

Attached is a memorandum of what was applied for and awarded on the last cycle of 2% grant funding requests. Requests were made for a total of \$59,700; of those request, \$24,224 was awarded. An additional \$10,000 was also awarded for roads and law enforcement.

The holder broke down again (see attached statement from Bill Fraser). It will be repaired at a cost of \$2,384. It is needed to cut grass in preparation for upcoming events. I have spoken to Bill on this and we both feel that we should look to sell the loader soon and replace it with another piece of equipment.

It has been brought to my attention that our recreation agreement with Moran Township expired at the end of last year. I will be working to preparing a new agreement for your approval as soon as possible.

As has been done in the past, City Hall will be closed starting at noon on Friday, June 29th (Car show Friday). City Hall employees will not be given the day off, but can put in for leave.

A NOTE FROM THE STRAITS AREA FIRE AUTHORITY

In February of this year, the City of St. Ignace, Moran Township and St. Ignace Township formed the Straits Area Fire Authority. The formation of the Authority allows the municipalities to seek a millage to fund the construction of a new fire hall for the St. Ignace Volunteer Fire Department. This millage must be approved in all three communities for the project to begin. The site for the new fire hall is at the corner of Chambers and South Marley Street. Some clearing has already been done on the property and a sign erected. The cost for the new fire hall is estimated to be under one million dollars. In addition to the millage monies, the Sault Tribe of Chippewa Indians has committed \$250,000 for the new fire hall. Below is the wording you will see on your ballot at the election Tuesday, August 7th. Please note the wording, "up to ½ mill" and "not to exceed thirty years." The purpose of this millage is to fund the new fire hall and only the amount needed will be levied. It is not for the operations of the fire department.

What are the issues with the current fire hall?

1. There is not enough space to store all the fire-fighting equipment
2. The location in the middle of town increases response time
3. Downtown traffic often results in delays
4. There is limited room to walk around or to perform required maintenance on the fire trucks in the hall

The St. Ignace Fire Hall will be open July 7th and July 21st from 10:00 am until 2:00 pm to tour the facility and speak personally to our volunteer firemen.

STRAITS AREA FIRE AUTHORITY FIRE DEPARTMENT MILLAGE PROPOSAL

Shall a tax be levied in the City and Townships comprising the Straits Area Fire Authority and the limitation on the amount of taxes which may be imposed on taxable property be increased up to ½ mill (\$0.50 per \$1,000 of taxable value) for a period not to exceed thirty (30) years, the years 2018 to 2047, inclusive, as new additional millage to provide funds to the Straits Area Fire Authority for acquiring, constructing, furnishing and equipping a new fire station? This millage would raise an estimated \$133,232 for the Straits Area Fire Authority in 2018.

Getting the Word Out:

Campaign Finance Act Compliance (*PA 269 of 2015 is under permanent injunction*)

Township boards are often asked to take a position on issues of importance to their community. And many townships put millage or other questions on the ballot. But Section 57 of the Michigan Campaign Finance Act (MCFA) limits how a public body can use public funds or property when it comes to campaigning for ballot questions or candidates.

Here's what a township board or township board members may do in their official capacity:

- A township board may advocate (lobby) for or against legislation to state and federal legislators or officials. (*Hays v. City of Kalamazoo*, 316 Mich. 443, 1947)
- A board member may express his or her views in their policy-making capacity.
- A township board may produce and distribute factual information concerning issues relevant to township functions. This includes informing the "electors in a fair and objective manner of the facts surrounding an upcoming ballot proposal." (*Attorney General Opinion 6531 of 1988*)
- A township board may adopt a resolution to support or oppose a ballot question, as long as the ballot question relates to township concerns, property or government." The township cannot use township funds, property or resources to distribute such a resolution in any way that differs from any other township resolution.
- A township board may allow any candidate or campaign committee to use a township facility that is already open for public use by policy, as long as any candidate or campaign committee may use the public facility.

Here's what individual board members may do as private individuals:

- Elected or appointed public officials or employees of a township may express their own personal views when they are not acting for the township, on their own personal time, expending their own personal funds, or providing their own personal volunteer services. They may use their township titles, for example, sending a letter to the editor and signing it as "Clerk of Cherry Lake Township."

What a township board or board members must avoid doing:

- It is not lawful to use township funds, township-owned office space or other property to **expressly advocate** a vote for or against a candidate or ballot question. "Expressly advocate" means to state support for the passage or defeat of a ballot question or the election or defeat of a candidate. In other words, to say "Vote yes for" (or no) or "Support" (or defeat) a candidate or ballot question.
- A township cannot put links on its website only to sites that expressly advocate only for or against one candidate, one slate of candidates or one side of a ballot question.
- A township board cannot authorize or use public resources for a payroll deduction plan to collect for a campaign committee.

The Michigan Secretary of State is permanently enjoined from enforcing MCL 169.257 (3) as enacted in P.A. 269 of 2015, per Consent Agreement as ordered by U.S. District Court, Eastern District of Michigan, Southern Division on April 28, 2016.

TO: Candace Blocher, Sault Ste. Marie Tribe of Chippewa Indians
FROM: Mike Stelmaszek, City Manager
RE: Memorandum of Support
DATE: March 27, 2018

On behalf of the City of St. Ignace, please consider this a memorandum of support for the enclosed 2% Funding Requests. The requests are as follows:

1. Museum of Ojibwa Culture Museum – Sobriety Walk, Connecting Character and Community, Seven Grandfather Teachings, Heritage Days Celebrations, Hoop Dancing Workshop, Children’s Art Programs, Sunday Art in the Park workshops, workshop on Making Clan Mittens, and Operational Expenses.
PROJECT COST \$20,000.00 AMT. REQUESTED \$17,200.00 MF \$2,800.00
RECEIVED \$10,000.00
2. Michilimackinac Historical Society- Conservation and Protection of Native American Artifacts
PROJECT COST \$36,000.00 AMT. REQUESTED \$18,000.00 MF \$18,000.00
RECEIVED \$8,000.00
3. City of St. Ignace Police Department – Technology Update
PROJECT COST \$4,000.00 AMT. REQUESTED \$4,000.00 MF \$0.00
RECEIVED \$1,862.00
4. St. Ignace Recreation Department – Lawn Mower
PROJECT COST \$5,000.00 AMT. REQUESTED \$5,000.00 MF \$0.00
RECEIVED \$1,862.00
5. LaSalle High School Girls Softball – LaSalle High School Girls Softball Program
PROJECT COST \$6,500.00 AMT. REQUESTED \$3,000.00 MF \$ 3,500.00
RECEIVED \$2,500.00
6. City of St. Ignace – New Position (starting supplement)
PROJECT COST \$25,000.00 AMT. REQUESTED \$12,500.00 MF \$12,500.00
RECEIVED \$0.00

TOTAL 2% AMOUNT REQUESTED \$ 59,700.00

TOTAL 2% AMOUNT RECEIVED FROM REQUESTS \$ 24,224.00

ADDITIONAL 2% FUNDS RECEIVED FOR ROADS AND LAW ENFORCEMENT
\$ 10,000.00

Your consideration of these requests is greatly appreciated

MS/ht

Enclosure



City of St. Ignace

396 North Street,

St. Ignace, Michigan 49781

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

e-mail: bfraser@lighthouse.net

DATE: 6/13/18

TO: Mike/City Council

RE: Holder Repair

The Holder is in need for repair again, the main shaft that comes from the engine to operate the hydraulic system has failed and needs to be replaced at a cost of \$2384.00.

I feel we need to fix it right away because we use it to cut grass in the right-of-way, clear vision (stop signs) and the wastewater plant. I also strongly feel we need to make a decision on selling it and purchasing a different piece of equipment, before Fall.

Thanks,
Bill Fraser