

CITY COUNCIL MEETING
St. Ignace, Michigan
Monday, July 1, 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 June 17, 2019 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business

1. **RESOLUTION WEEKLY EVENTS 2019**

- IX. Public Comment
- X. Consideration of Bill

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

A Regular Meeting of the St. Ignace City Council was held on Monday, June 17, 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; Anthony Brown, Police Chief; Kyle Mulka, City Assessor; Andrea Insley, City Clerk/Treasurer; Lauren Yoder, Marina Director.

Consideration of minutes from June 3, 2019 Council meeting:

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to approve the minutes of June 3, 2019. Motion carried unanimously.

Limited Public Comment:

Public comment was received regarding the Master Plan draft.

Additions to the Agenda:

Mayor Pro-Tem Paquin – blight and overgrown lawns.

1. LETTER OF UNDERSTANDING FOR POLICE SCHEDULE CHANGE:

City Manager Stelmaszek informed Council that the Police Department is currently working officers in 12-hour shifts as part of a trial period to create more efficient scheduling. According to a letter of agreement between the City and the Police Union, the trial period will run thru November, at which time a decision will be made to continue the shift change or to return to the prior 10-hour shift schedule.

It was moved by Councilmember Tremble, seconded by Councilmember Pelter, to authorize the Police Department's continuing the trial period of 12-hour shifts through November. Motion carried unanimously.

2. REQUEST FOR A SECOND PART-TIME POSITION IN POLICE DEPARTMENT:

City Manager Stelmaszek requested Council's approval to hire a second part-time Police Officer. Police Chief Brown stated the position will be planned for approximately 400 hours per year with no commitment to full-time status, and the Department has sufficient equipment and uniforms to provide for the two part-time positions.

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to authorize hiring a second part-time Police Officer. Motion carried unanimously.

3. REQUEST FOR POLICE TRAINING:

City Manager Stelmaszek informed Council that Police Chief Brown has scheduled Police Officers for three upcoming trainings regarding court room presence and job-related stress.

It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve each of the Police Officer trainings. Motion carried unanimously.

4. WATERWAYS GRANT AGREEMENT FOR MARINA NEW PUMP-OUT SYSTEM:

City Manager Stelmaszek presented Council with a Waterways Grant Agreement between the City and the Michigan DNR to assist the Marina with the cost of constructing a new marine sewage pump-out system for an estimated cost of \$28,848. After some discussion, it was moved by Councilmember Fullerton, seconded by Councilmember St. Louis, to approve the terms of the Waterways Grant Agreement with the Michigan DNR paying 50% of the estimated cost, not to exceed \$14,424. Motion carried unanimously.

5. RESOLUTION TO ACCEPT THE TERMS OF THE WATERWAYS AGREEMENT:

RESOLUTION

Upon the motion made by Councilmember Fullerton, seconded by Councilmember Tremble, the following Resolution was adopted:

"RESOLVED, that the City of St. Ignace, Michigan, accepts the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the City agrees, but not by way of limitation, as follows:

1. To appropriate the sum of Fourteen Thousand Four Hundred Twenty-four dollars (\$14,424.00) to match the Fourteen Thousand Four Hundred Twenty-four dollars (\$14,424.00). State grant authorized by the Department.
2. To maintain satisfactory financial accounts, documents, and records, and to make them available to the Department for auditing at reasonable times.
3. To construct the facilities and provide the funds, services, and materials as may be necessary to satisfy the terms of the Agreement.
4. To ensure that all premises, buildings, and equipment related procedures comply with all applicable State and Federal regulations.
5. To establish and appoint the Marina Director to regulate the use of the facilities constructed under this Agreement to assure the use thereof by the public on equal and reasonable terms.
6. To enforce all State statutes and local ordinances pertaining to marine safety and to enforce statutes of the State of Michigan within the confines of the City pertaining to the licensing of watercraft. Watercraft not fully complying with the laws of the State of Michigan relative to licensing shall not be permitted to use the facility until full compliance with those laws has been made.
7. To comply with all terms of the Agreement, including all terms not specifically set forth in the foregoing portions of this Resolution."

Roll Call Vote:

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

No: None.

Absent: None.

Resolution declared Adopted.

6. SETTLEMENT OFFER FROM STATE TAX COMMISSION:

City Manager Stelmaszek informed Council that the City has received the final bill for \$65,000 from the State Tax Commission regarding the 2017 and 2018 assessment rolls, stating the City must pay the amount in full in order to have the rolls returned. City Manager Stelmaszek made a proposal to Council to make annual payments for three years, with the first payment for \$25,000 in 2019.

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember St. Louis, to approve to pay the State Tax Commission \$65,000 in three payments. Motion carried unanimously.

7. FINANCIALS:

City Manager Stelmaszek reviewed the May 2019 financials with Council. It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to approve the May 2019 financials. Motion carried unanimously.

Additions to the Agenda:

Mayor Pro-Tem Paquin – Blight and Overgrown Grass.

Mayor Pro-Tem Paquin stated concerns regarding residential and business lawns that seem overgrown and asked Police Chief Brown to verify the process to make the public aware of City Ordinances and follow through with compliance.

Public Comment:

Public comment was received regarding commending the Police Department's response to blight and the Sault Tribe's Spring 2019 2% awards to the City.

Consideration of Bills:

It was moved by Councilmember Tremble, seconded by Mayor Pro-Tem Paquin, to approve payment of the bills in the amount of \$ 67,607.35. Motion carried unanimously.

The following bills were presented to Council for payment:

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|------------------------------------|----------|
| AIRGAS USA LLC | 140.65 |
| ALFRED FELEPPA | 141.75 |
| AMERICAN WASTE INC | 3,061.62 |
| ARCTIC GLACIER USA INC | 324.00 |
| BELONGA'S PLUMBING AND HEATING | 612.65 |
| BSN/PASSON'S/US GAMES | 483.77 |
| CHARLES J. PALMER, P.C. | 1,642.40 |
| CHEBOYGAN LIFE SUPPORT SYSTEMS INC | 9,000.00 |
| CRANE ENGINEERING SALES INC | 4,627.00 |

| | |
|-------------------------------------|-----------|
| CUT RIVER SMALL ENGINE REPAIR | 65.00 |
| DOUBLE TREE HOTEL | 89.25 |
| ENVIRONMENTAL DYNAMICS INT'L | 25,433.00 |
| GEORGES AUTO PARTS | 25.00 |
| GEORGE'S BODY SHOP | 438.47 |
| GRAINGER INC | 173.49 |
| HD SUPPLY FACILITIES MAINTENANCE LT | 363.67 |
| HYDRITE CHEMICAL CO | 5,700.61 |
| IDEXX DISTRIBUTION CORP | 1,473.38 |
| KELLY J CHAMPION | 589.00 |
| KIMBALL-MIDWEST | 352.62 |
| KLOOSTER MACHINERY | 399.24 |
| KRISTY CURRIE | 16.00 |
| KSS ENTERPRISES | 1,395.22 |
| MACKINAC PLUMBING AND HEATING CO | 5.60 |
| MICHAEL DAVID WILLIFORD | 375.00 |
| MICHIGAN STATE POLICE | 33.00 |
| MICROBIOLOGICS INC | 201.41 |
| MILAN SUPPLY CO | 465.00 |
| MUNICIPAL CODE CORPORATION | 250.00 |
| NORRIS CONTRACTING | 2,618.00 |
| NORTHERN SHIRT COMPANY, LLC | 430.10 |
| OK INDUSTRIAL SUPPLY | 91.70 |
| PAAM | 70.00 |
| PITNEY BOWES INC | 583.26 |
| POMASL FIRE EQUIPMENT | 2,439.78 |
| SAULT PRINTING COMPANY | 75.09 |
| SPARTAN STORES | 81.03 |
| SPIES AUTO PARTS & TIRE | 44.99 |
| ST IGNACE AUTOMOTIVE | 1,099.81 |
| ST IGNACE CHAMBER OF COMMERCE | 150.00 |
| STRAITS BUILDING CENTER | 534.17 |
| TED FESTERLING LLC | 699.88 |
| UNITEX DIRECT | 124.89 |
| WESLEY H MAURER JR | 537.85 |
| WM LAMPTRACKER INC | 149.00 |

Grand Total: \$ 67,607.35

There being no further business, the meeting adjourned at 7:35 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

CITY COUNCIL MEETING

City Council Chambers

Monday, July 1st, 2019

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

RESOLUTION FOR 2019 WEEKLY EVENTS

There have been some changes from last year.

OTHER MATTERS

Drake MacKenzie came and signed the IHL contract. The boat that had been abandoned in our Marina last fall has now been sold, and the City has recouped its expenses. We have now been credited for all the ATT charges we received for when we were out of contract. I have received word that GFL did receive the variance they requested to operate a transfer station on the property stated in their bid. The County Board of Commissioners not having all members present, tabled their consideration to lend the City the needed money to pay the State Tax Commission to receive Jurisdiction of both the 2017 and 2018 City Assessment Rolls.

RESOLUTION

The following resolution was offered to adoption by Councilmember _____, supported by Councilmember _____:

WHEREAS, St. Ignace Visitors Bureau is requesting to sponsor the 2019 Weekly Events, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", as amended, requires certain criteria be met by St. Ignace Visitors Bureau to comply with the "Special Events" requirements of the City, and

WHEREAS, St. Ignace Visitors Bureau has provided the City Council with all of the information required by Ordinance No. 413, and

THEREFORE BE IT RESOLVED, that the City Council has determined that St. Ignace Visitors Bureau has met the criteria established in the various sections of Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve St. Ignace Visitors Bureau to be a "Special Events Organization", and approves the Weekly Events be held from July thru September 2019. The vending for this event will be handled exclusively by St. Ignace Visitors Bureau. The City does not participate in this event, and

FURTHER BE IT RESOLVED, that the City does approve, subject to compliance with City rules and regulations, for the 2019 Weekly Events usage of downtown property which would include the St. Ignace Marina and American Legion Park for the following events and dates:

Movies by the Bay
Dusk Sun., July 7-Sept. 1

Museum of Ojibwa Culture
Friday Night at the Museum
July 5-August 30

Museum of Ojibwa Culture
Historic Walking Tours
July 1-August 27
7p.m., Mon. & Tues.,

Fireworks Downtown St. Ignace
July 4 then every Saturday at dusk
July 6-August 31

Bayside Farmer's Market
St. Ignace Public Marina
July 4-Sept. 26
Thursday 4p.m.-7p.m.

Music By The Bay
American Legion Park
July 3-September 1
7p.m.-8:30p.m.

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, July 1, 2019 at 7:00 p.m.

Andrea Insley, City Clerk