

CITY COUNCIL MEETING
St. Ignace, Michigan
Monday January 15, 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 January 3, 2017 meeting
- VI. Limited Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business
 - 1. **PUBLIC HEARING ON MDOT LANE REDUCTION**
 - 2. **ED REAVIE PRESENTATION-TO BE INTRODUCED BY MAYOR**
 - 3. **RESOLUTION FOR STREET ADMINISTATOR**
 - 4. **RESOLUTION LABATT BLUE U.P. POND HOCKEY CHAMPIONSHIP**
 - 5. **RESOLUTION U.P. ICE GOLF SCRAMBLE**
 - 6. **APPROVAL OF TWO NEW MEMBERS TO THE ZONING BOARD**
 - 7. **CONSIDERATION OF RECOMMENDATIONS ON WALL REPAIR**
 - 8. **FINANCIALS**
- IX. Public Comment
- X. Consideration of Bills

**Council
Proceedings
(Unofficial)**

A Regular Meeting of the St. Ignace City Council was held on Wednesday, January 3, 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 and Mayor Litzner.

Absent: Councilmember Tremble. It was moved by Mayor Litzner, seconded by Mayor Pro-Tem Paquin, to excuse Councilmember Tremble, as he was not feeling well. Motion carried unanimously.

Staff Present: Mike Stelmaszek, City Manager; Andrea Insley, City Clerk/Treasurer; Mark Wilk, Police Chief; Renee Kosor, DDA Director.

Consideration of minutes from December 18, 2017 Council meeting:

It was moved by Councilmember Clapperton, seconded by Mayor Pro-Tem Paquin, to approve the minutes of December 18, 2017. Motion carried unanimously.

Limited Public Comment: None.

Additions to the Agenda:

Chief of Police Wilk – Straits Area Ambulance Board request

Mayor Pro-Tem Paquin – Dock #3 Lighting

- Marina Parking Lot Plowing

Mayor Litzner – Council Work Session

- Updated Committee List

1. ED REAVIE PRESENTATION:

Rescheduled for January 15, 2018 Council meeting.

2. REQUEST FOR APPROVAL OF RESOLUTION FOR ROCK AND RUN BY MACKINAC STRAITS HEALTH FOUNDATION:

RESOLUTION

The following Resolution was offered for adoption by Councilmember Fullerton, supported by Mayor Pro-Tem Paquin:

WHEREAS, the Mackinac Straits Health Foundation request permission to conduct the Rock and Run Half-Marathon and 5-K Run/Walk; and

WHEREAS, this event requires the use of North State, Graham, Hombach, Paro, Church and Bertrand Streets; and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the Mackinac Straits Health Foundation does meet the criteria established in the various sections of the Ordinance No. 413, and

FURTHER BE IT RESOLVED that the City Council does approve the usage of North State, Graham, Hombach, Paro, Church and Bertrand Streets for this event on Saturday, May 19, 2018 at 8:00 a.m.

Roll Call Vote:

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

No: None.

Absent: Councilmember Tremble.

Resolution declared Adopted.

3. R S SCOTT RECOMMENDATION ON WALL REPAIR:

City Manager Stelmaszek presented four options submitted by R S Scott & Associates regarding their evaluation of the retaining wall at 404 Ellsworth. After some discussion and input from Brian Olsen, with R S Scott & Associates, it was the consensus of Council to have City Manager Stelmaszek meet with the landowner to discuss modifications to the wall and the surrounding area.

4. SET DATE FOR PUBLIC HEARING ON MDOT LANE REDUCTION:

It was moved by Mayor Litzner, seconded by Mayor Pro-Tem Paquin, to schedule a Public Hearing for the proposed MDOT lane reduction at the next regular Council meeting January 15, 2018, in the City Hall Council Chambers. Motion carried unanimously.

5. UPDATE AND APPROVAL TO MOVE FORWARD ON ADA ACCESSIBLE PADDLING LAUNCH AT MARINA:

City Manager Stelmaszek informed Council that Clyde Hart has received a \$3,000 grant from Eastern Upper Peninsula Planning & Development for the design cost of the Paddle Launch at the Marina. The grant also required a 25% match in funding, which was met with a contribution from the St. Ignace Yacht Club of \$1,000. Mr. Hart informed Council he will pursue grants and contributions for the construction phase in the project, verifying there will be no City funds dedicated to the cost.

It was moved by Councilmember St. Louis, seconded by Councilmember Clapperton, to support the efforts of this project. Motion carried unanimously.

Additions to the agenda:

Chief of Police Wilk – Straits Area Ambulance Board Request.

Chief Wilk presented a recommendation from the Straits Area Ambulance Board to Council requesting support to pursue establishing the service as a separate entity. The Straits Area Ambulance Board is considering plans for their own garage and employee quarters.

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to support the Straits Area Ambulance Board in their efforts. Motion carried unanimously.

Mayor Pro-Tem Paquin – Dock #3 Lights.

Mayor Pro-Tem Paquin has received concerns from residents regarding the lights at Dock #3. After some discussion, Council requested City Manager Stelmaszek research cost and materials for replacement of the lights.

Mayor Pro-Tem Paquin – Marina Parking Lot Plowing.

Mayor Pro-Tem Paquin requested DPW keep the parking lot at the Marina plowed for visitor parking.

Mayor Litzner – Council Work Session.

Mayor Litzner announced a Council work session is scheduled for January 22, 2018, at 6:00 p.m. in the Council Chambers.

Mayor Litzner – Updated City Committee Lists

Mayor Litzner presented Council with an updated list of participants for various committees to the City. The Zoning Board is still in need of two members. It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Fullerton, to approve the updated Committee Lists with

the understanding that two participants are pending for the Zoning Board. Motion carried unanimously.

Public Comment

Betsy Dayrell-Hart informed Council that she supports the MDOT lane reduction, but cannot be present for the Public Hearing scheduled for January 15th. Documentation of the Planning Commission survey results collected for the Master Plan last spring relating to the lanes and crosswalks in that area will be available at the Public Hearing.

Consideration of Bills:

It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Clapperton, to approve payment of the bills. Motion carried unanimously.

The following bills were presented to Council for payment:

BELONGA EXCAVATING, LLC	1,936.00
BSN/PASSON'S/US GAMES	164.50
CHEMSEARCH	196.11
HYDRITE CHEMICAL CO	1,880.81
KIMBALL-MIDWEST	82.83
KSS ENTERPRISES	304.53
MAMC	120.00
NATIONAL OFFICE PRODUCTS	95.99
NCL OF WISCONSIN INC	1,070.45
NORTHERN MICHIGAN REVIEW, INC	40.27
OMS COMPLIANCE SERVICES	33.75
OTIS ELEVATOR CO	1,280.45
PITNEY BOWES INC	113.04
RTI LABORATORIES INC.	88.00
SHELL	71.14
STATE OF MICHIGAN	180.00
TRUCK AND TRAILER SPECIALTIES	949.69
Grand Total:	\$8607.56

There being no further business, the meeting adjourned at 7:43 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

CITY COUNCIL MEETING
City Council Chambers
Monday, January 15, 2018

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

PUBLIC HEARING ON MDOT LANE REDUCTION

The purpose of this hearing is to hear public comment regarding the MDOT lane reduction of North State Street, from Marquette Street to Antoine Street of portion thereof.

ED REAVIE PRESENTATION

To be introduced by the Mayor.

RESOLUTION FOR STREET ADMINISTRATOR

To provide for a single administrator to coordinate street improvements, maintenance, traffic operations work, and development on construction projects pursuant to MDOT oversight, they require the establishment of a "Street Administrator"; designated by the governing body. In the past, this responsibility was carried out by our Superintendent of Public Works who maintained the responsibility when he became City Manager. Approval of this resolution would return this responsibility to the department head (Bill Fraser) who is most able to carry it out.

RESOLUTION LABATT BLUE U.P. POND HOCKEY CHAMPIONSHIP

As similarly done in the past, this resolution is being requested for February 15-18 of 2018.

RESOLUTION U.P. ICE GOLF SCRAMBLE

As similarly done in the past, this resolution is being requested for March 2-3 of 2018.

APPROVAL OF PROPOSED NEW MEMBERS TO THE ZONING COMMITTEE

To be presented by the Mayor.

CONSIDERATION OF RECOMMENDATION ON WALL REPAIR ON GOUDREAU ST.

After speaking to the resident, It was determined that shoring up the wall with dirt would take away from the amount of usable space in their yard. They agreed instead to having metal posts along wall, and to also cut trees and place a guard rail in front of where the trees were. Only written permission would be required to proceed with this recommendation and it is the most cost effective alternative that is agreeable to the residents who occupy the property.

FINANCIALS

To be presented by the City Manager.

RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.

MAIL TO: Michigan Department of Transportation, Financial Operations
Division, P.O. Box 30050, Lansing, MI 48909.
or Fax to: 517-373-6266

NOTE: Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner _____
offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate William Fraser
_____ as the single Street Administrator for the City or Village of
St. Ignace in all transactions with the State Transportation Department
as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner _____

Yeas _____

Nays _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting of the governing body of this municipality on the 15 day of
January 2018

CITY OR VILLAGE CLERK (SIGNATURE)	EMAIL ADDRESS	DATE
STREET ADMINISTRATOR (SIGNATURE)	EMAIL ADDRESS	DATE
ADDRESS OF CITY OR VILLAGE OFFICE 396 North State Street		P.O.BOX
CITY OR VILLAGE St. Ignace	ZIP CODE 49781	PHONE NUMBER (906) 643-9671



January 4, 2018

City of St. Ignace
396 N. State Street
St. Ignace, MI 49781

Dear Mayor, Manager and Members of the City Council,


On behalf of the St. Ignace Events Committee, I am requesting Special Event Status for the Labatt Blue U.P. Pond Hockey Championship the weekend of Feb. 15-18, 2018. The weekend is sponsored by the St. Ignace Events Committee, Labatt, Kewadin Casinos, and many other businesses and entities in the community. The tournament has been sanctioned by USA Hockey under the auspices of the Michigan Amateur Hockey Association. These two entities provide insurance for all the participants when their requirements for sanction are met. We have developed this weekend event to celebrate winter sports and to generate business in St. Ignace.

Thursday, February 15, a Detroit Red Wings Alumni Meet-n-Greet will be held at the Mackinac Grille from 6-9 p.m. Friday, February 16, we will host an exhibition hockey game at Little Bear Arena at 7 p.m. where the Detroit Red Wings Alumni will compete with a team yet to be determined. Admission is free to encourage local residents to attend the game. The St. Ignace Hockey Association will host concessions at LBE during the game. Beginning Thursday night, a pub crawl for the pond hockey participants will take place at local beverage establishments and will include free shuttle service for maximum public safety. We plan to have the same pub crawl on Friday and Saturday nights as well. Friday, Saturday and Sunday will feature the Pond Hockey Tournament on the ice of Moran Bay, Lake Huron. This tournament is for adults aged 21 and over and there are many divisions accommodating all age groups and gender. Access to the rinks will be from Kiwanis Beach for Moran Bay. The ice rinks will be smoothed by our Zamboni. We plan to fence an area on land for the heated tent which will enclose concessions, activities and entertainment. Other tented areas on the ice will hold the athletes' dressing rooms and tournament business. The public is welcome free of charge. The alcohol service area will be in the heated tent on the land at Kiwanis Beach, with an adjacent outdoor fenced area and will have a security monitor. The event will conclude Sunday afternoon with Championship Games and the award of the Championship Cups to the winners.

We may have need of the city's assistance for the weekends. We will perhaps be in need of assistance in flooding the rinks and other site preparations and will contact the city with details at that time. Permit applications for Marine use will be submitted to the U.S. Coast Guard and to Michigan DNR.

I appreciate your consideration in this matter and look forward to hearing from you.

Thank you,


Quincy Ranville
Executive Director
St. Ignace Visitors Bureau

RESOLUTION

The following Resolution was offered for adoption by Councilmember _____, supported by Councilmember _____:

WHEREAS, the St. Ignace Events Committee, in association with Labatt Blue, Kewadin Casinos, and many other businesses and entities in the community, requests permission to conduct the Labatt Blue U.P. Pond Hockey Championship, and

WHEREAS, this event does not require the usage of any public-owned property, except Kiwanis Beach and Moran Bay on Lake Huron and,

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Events Committee meets the criteria established in the various sections of the Ordinance No. 413, and has provided a copy of the required insurance and,

FURTHER BE IT RESOLVED, that the City Council approves Special Events status for the Labatt Blue U.P. Pond Hockey Championship on February 15-18, 2018.

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 Tuesday, January 15, 2018, at 7:00 p.m.

Andrea Insley, City Clerk

AI/ht



January 4, 2018

City of St. Ignace
396 N. State Street
St. Ignace, MI 49781

Dear Mayor, Manager and Members of the City Council,

On behalf of the St. Ignace Events Committee, I am requesting Special Event Status for the U.P. Ice Golf Scramble on March 2-3, 2018. This event is being sponsored by the St. Ignace Events Committee, Classic Rock The Bear, Kewadin Casinos and the Mackinac Grille. We have developed this event to celebrate winter sports and to generate business in St. Ignace.

The U.P. Ice Golf Scramble will take place on Moran Bay in Lake Huron, in front of the Mackinac Grille Restaurant, and on Lake Michigan on Boulevard Drive.

I appreciate your consideration in this matter and look forward to hearing from you.

Thank you,

Quincy Ranville
Executive Director
St. Ignace Visitors Bureau

RESOLUTION

The following Resolution was offered for adoption by Councilmember _____, supported by Councilmember _____:

WHEREAS, the St. Ignace Events Committee, in association with Classic Rock The Bear, Kewadin Casinos and the Mackinac Grille requests permission to conduct the U.P. Ice Golf Scramble; and

WHEREAS, this event does not require the usage of any public-owned property, except Moran Bay, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Events Committee meets the criteria established in the various sections of the Ordinance No. 413; and has provided a copy of the required insurance and,

FURTHER BE IT RESOLVED, that the City Council approves Special Events status for the U.P. Ice Golf Scramble on March 2-3, 2018.

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 Tuesday, January 15, 2018, at 7:00 p.m.

Andrea Insley, City Clerk

AI/ht

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
City of St Ignace 396 N State St Saint Ignace, MI 49781-1466
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

Commercial General Liability Coverage Declarations

Customer Number: 0110216557
Policy Number: 1831544 04

Policy Period: 03/13/2017 to 03/13/2018
at 12:01 AM Standard Time at Your Mailing Address Shown Below

Named Insured and Address:
St Ignace Visitors Bureau
6 Spring St
Ste 100
Saint Ignace, MI 49781-1671

Agency Name and Address: 21636
MADIGAN INSURANCE AGENCY INC
105 W WATER ST
SAULT STE. MARIE, MI 49783
906-635-5233

Insured is a(n) Corporation

Limits of Insurance

General Aggregate Limit (other than Products/Completed Operations)	\$2,000,000
Products/Completed Operations Aggregate Limit	\$2,000,000
Each Occurrence Limit	\$1,000,000
Personal and Advertising Injury Liability Limit	\$1,000,000
Damage to Premises Rented to You Limit	\$200,000
Medical Expense Limit, Any One Person	\$10,000

See attached Forms Schedule for forms and endorsements applicable to this coverage.