

CITY COUNCIL MEETING

St. Ignace, Michigan

Monday, May 1, 2023 – 7:00 p.m.

City Council Chambers/Virtual Hybrid Attendance Meeting

Zoom Meeting ID: 853 1327 0568

******A G E N D A******

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Roll Call
- 5) Additions to the Agenda
- 6) Public Comment Regarding Agenda Items (2-minute limit)
- 7) Consideration of Minutes of April 17, April 18, and April 20, 2023
- 8) Old Business
 - A. City Manager Position
 - B. City Council Bylaws Review
- 9) New Business
 - A. Authorize Mayor as Signatory on USCG Mooring Slip Lease
 - B. PD Overnight Training
 - C. DDA Museum Property Development
 - D. LBE Fitness Center Equipment Approval
 - E. Shepler's Traffic Control
- 10) Consideration of Bills
- 11) Public Comment Regarding Non-Agenda Items (3-minute limit)
- 12) Management Report
- 13) Committee Reports
 - A. SAEMS Minutes
- 14) Council Member Comments

City of St. Ignace is an equal opportunity employer and provider

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

A Regular Meeting of the St. Ignace City Council was held on Monday, April 17, 2023, in the City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available.

The meeting was called to order at 7:00 p.m. by Mayor LaLonde, followed by the Pledge of Allegiance. Councilmember Gustafson led the invocation.

PRESENT FROM CITY COUNCIL: Councilmembers Cronan, Fullerton, Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

ABSENT: None.

STAFF PRESENT: Andrea Insley, City Clerk-Treasurer; Charles Palmer, City Attorney; Scott Marshall, DDA Director.

ADDITIONS TO THE AGENDA

No additions to the agenda were requested.

PUBLIC COMMENT – AGENDA ITEMS *(2-min limit)*

Public comment was received regarding the City Council Bylaws.

CONSIDERATION OF MINUTES OF THE APRIL 3, 2023, REGULAR COUNCIL MEETING:

It was moved by Councilmember Pelter, seconded by Councilmember Gustafson, to approve the minutes of the April 3, 2023, Regular Council meeting as presented.

Motion carried unanimously.

OLD BUSINESS

A. RECREATION FACILITY MANAGER CONTRACT

Mayor LaLonde informed Council that the Negotiations Committee met with Cathy Lamb to discuss the employment contract for the position of Recreation Facility Manager. After two meetings with Ms. Lamb, it was recommended by the Committee to approve the contract as presented with a pro-rated salary set for 2023 at \$47,000 and an increase for 2024 to \$48,500. It was moved by Councilmember Gustafson, seconded by Mayor Pro-Tem St. Louis, to approve the Recreation Facility Manager contract for Cathy Lamb with the 2023 salary pro-rated at \$47,000 and at \$48,500 for 2024.

Roll Call Vote:

Yes: Councilmembers Fullerton, Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford and Cronan.

No: None.

Motion carried unanimously.

B. CITY COUNCIL BYLAWS ANNUAL REVIEW

Councilmember Gustafson presented a proposal of changes to the City Council Bylaws in Section 3F, Public Comment/Public Hearings. After some discussion, it was the consensus of Council to discuss the following changes to Section 3F at the next Regular Council meeting on Monday, May 1st:

- Title of section will be Public Comment only. Public Hearings will be separate.
- #1 Request each speaker to state their name and address for the record.
- #2 Allow any public comment for a three-minute period in the beginning of the meeting and at the end.

NEW BUSINESS

A. RESOLUTION FOR STREET DECERTIFICATION 23-19

RESOLUTION

The following resolution was offered for adoption by Councilmember Gustafson, supported by Councilmember Cronan:

WHEREAS, the City of St. Ignace does wish to decertify/vacate a portion of Spruce Street, and

WHEREAS, this decertification/vacation of Spruce Street commences at the intersection of Hombach Street and Spruce Street (Point of Beginning) thence west along the center line of Spruce Street 400 ft. (Point of End).

FURTHER, BE IT RESOLVED, that said street decertification/vacation totals in length of 400 feet.

Roll Call Vote:

Yes: Councilmember Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford, Cronan and Fullerton.

No: None.

Absent: None.

Resolution declared Adopted.

B. BOARD APPOINTMENT – RECREATION ADVISORY COMMITTEE

Mayor LaLonde requested Council's approval to appoint Kathleen Lee to the Recreation Advisory Committee, replacing Tammy Shepard as the St. Ignace Hockey Association representative.

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Fullerton, to approve appointing Kathleen Lee to the Recreation Advisory Committee.

Motion carried unanimously.

C. MARINA POINT-OF-SALE (P.O.S.) SYSTEM PURCHASE

Marina Director Stearns informed Council that he would like to replace the current P.O.S. system at both the Marina office and fuel dock locations, due to the lack of efficiency in operations and reconciliation. Three price comparisons for a complete P.O.S. system were submitted: one from Square for \$1,812 and 3% fee on revenue; another from PayPal for \$1,812 and up to 3.34% fees on revenue; and a third from Clover for \$2,250 with fees absorbed by the customer. Director Stearns recommended purchasing the Clover system through Payment Solutions, the current credit card support vendor.

It was moved by Councilmember Cronan, supported by Mayor Pro-Tem St. Louis, to approve the purchase of the Clover P.O.S. system for the Marina operations.

Roll Call Vote:

Yes: Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford, Cronan, Fullerton and Gustafson.

No: None.

Motion carried unanimously.

D. MACKINAC COUNTY TAX REVERTED LAND

City Clerk/Treasurer Insley presented Council with the one City property on the list from Mackinac County for properties that have reverted for non-payment of 2020 property taxes. Council discussed leaving the property, located on North State Street, to be auctioned to the public in August of 2023 by Mackinac County.

It was moved by Councilmember Gustafson, seconded by Councilmember Fullerton, to approve leaving the North State Street property with Mackinac County to be offered at public auction on Thursday, August 17, 2023.

Roll Call Vote:

Yes: Councilmember Pelter, Mayor Pro-Tem St. Louis, Councilmembers Williford, Cronan, Fullerton, Gustafson and Mayor LaLonde.

No: None.

Motion carried unanimously.

E. FINANCIALS

City Clerk/Treasurer reviewed the March 2023 financials with Council, noting the report presented was in summary form. Council requested a more detailed report be provided quarterly throughout the fiscal year.

It was moved by Councilmember Pelter, seconded by Councilmember Cronan, to approve the March 2023 financials as presented.

Roll Call Vote:

Yes: Mayor Pro-Tem St. Louis, Councilmembers Williford, Cronan, Fullerton, Gustafson, Mayor LaLonde and Councilmember Pelter.

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

It was moved by Mayor Pro-Tem St. Louis, seconded by Councilmember Gustafson, to approve paying the bills in the amount of \$30,225.70.

Airgas	DPW Rental Gases	\$196.06
Amazon	March/April 2023 Statement	\$1,225.45
Anderson Tackman	Audit 2022 - Progressive Billing	\$315.00
Arrow Signs	LBE Fitness Center Signs/Decals	\$135.00
Captain's Quarters Wash & Dry Dock	SIFD-Fire Suit Cleaning	\$18.50

Charles J. Palmer, P.C.	March 2023 Statement	\$3,296.24
Kimball Midwest	DPW Paint	\$171.84
KSS Enterprises	LBE Supplies	\$980.22
Mackinac Sales	March 2023 Statement	\$3,727.52
McVeigh's Truck Springs Inc.	T-35 Spring/Anchor Pins	\$31.57
Microbiologics	WTR Lab Supplies	\$390.33
NAPA Auto Parts	March 2023 Statement	\$948.64
National Office Products	March 2023 Statement	\$670.32
NBS Calibrations/Northern Balance	WTR Plant Weights Calibrations	\$180.00
NCL	WTR Plant Supplies	\$1,270.71
Oscar E. Larson Co.	Marina Qrtly B/Annual A Inspections	\$705.00
Paragon Laboratories	WWTR Testing	\$1,606.96
Rudyar Electric Services Inc.	LBE Locker Room Lights	\$2,545.06
Safety-Kleen Systems Inc.	DPW Empty/Clean Oil Separator	\$2,049.64
Seewald's Towing	SIPD Towing	\$65.00
Spartan Nash/Family Fare	March 2023 Statement	\$54.99
St. Ignace Auto	March 2023 Statement	\$192.06
St. Ignace True Value	March 2023 Statement	\$3,765.93
State of Michigan	WTR Plant Microbiology	\$3,180.48
Stoops	DPW Bearings	\$59.75
Ted Festerling LLC	DPW Auger Motor Bobcat Snowblower	\$1,158.23
The St. Ignace News	March 2023 Statement	\$860.20
Varsity Catering/Wild Blueberry	LBE Fitness Program Challenge	\$425.00
	TOTAL:	\$30,225.70

Roll Call Vote

Yes: Councilmembers Williford, Cronan, Fullerton, Gustafson, Mayor LaLonde, Councilmember Pelter and Mayor Pro-Tem St. Louis.

No: None.

Motion carried unanimously.

PUBLIC COMMENT - NON-AGENDA ITEMS (3 min limit)

Public comment regarding DDA's Cultural Center property and the meeting audio via Zoom.

MANAGEMENT REPORT

City Clerk/Treasurer Insley discussed the following points as part of the Management report:

- City Manager 2nd interviews for Tues 4/18 at 7:00 p.m. and Thurs 4/20 at 6:30 p.m
- Announced that affidavits of identity and nominating petitions are due April 25th for Council and Mayor seats in the August/November elections.

COMMITTEE REPORTS

Planning Commission – Betsy Dayrell-Hart presented Council with an update of current activity and discussion from Planning Commission.

LBE/Recreation Update – Interim-Director Marshall provided an update to Council of LBE facility and events.

Zoning Bd of Appeals – minutes from 4/5/23 Variance approval for Pavia.

Negotiations Committee – minutes from 4/4/23 with Cathy Lamb (first meeting).

COUNCILMEMBER COMMENTS

Councilmember comments were received

There being no further business, the meeting adjourned at 8:45 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer

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

A Special Meeting of the St. Ignace City Council was held on Tuesday, April 18, 2023, in the City Hall Council Chambers and via Zoom video conference to host City Manager 2nd Interviews.

The meeting was called to order at 6:00 p.m. by Mayor LaLonde.

PRESENT FROM CITY COUNCIL: Councilmembers Cronan, Fullerton, Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

ABSENT: None.

OTHERS PRESENT: Andrea Insley, City Clerk/Treasurer.

The City Council asked each applicant a series of 12 questions along with follow-up questions and discussion at the end.

A. SCOTT MARSHALL

Interviewed in person at 7:00 p.m.

B. SUE ST. ONGE

Interviewed in person at 8:10 p.m.

There being no further business, the meeting adjourned at 9:18 p.m.

Andrea Insley, City Clerk/Treasurer

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

A Special Meeting of the St. Ignace City Council was held on Thursday, April 20, 2023, in the City Hall Council Chambers and via Zoom video conference to host City Manager 2nd Interviews. The meeting was called to order at 6:30 p.m. by Mayor LaLonde.

PRESENT FROM CITY COUNCIL: Councilmembers Cronan, Gustafson, Mayor LaLonde, Councilmember Pelter, Mayor Pro-Tem St. Louis and Councilmember Williford.

ABSENT: Councilmember Fullerton.

OTHERS PRESENT: Andrea Insley, City Clerk/Treasurer.

The City Council asked the applicant a series of 12 questions along with follow-up questions and discussion at the end.

A. LAUREN AMELLAL

Interviewed via Zoom video conference at 6:35 p.m.

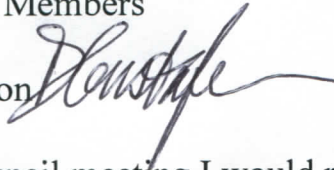
There being no further business, the meeting adjourned at 7:45 p.m.

Andrea Insley, City Clerk/Treasurer

Date: April 27, 2023

To: City Council Members

From: Don Gustafson



I said at the last council meeting I would prepare a revision of the City council bylaws for consideration at our May 1 meeting.

These proposed changes reflect the majority of the discussion at our April 17 meeting.

Both are on page 5 Section 3F

- 1) Change the section to read Each speaker will be asked to state his/her name and address for the record.

This section currently says Each speaker shall state his/her name and address for the record.

- 2) Change the section to read Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary. One opportunity for public input will be offered before any items of business are considered by the Council, and another opportunity will be offered after items of business have been considered by the Council. This section does not apply to public hearings held by the Council.

Please be aware that I am in opposition to the above motion and believe that a much better alternative would be to approve item 1 and amend item 2 to change the section to read:

Each speaker is limited to five (5) minutes of comment unless the presiding officer decides more time is necessary. This opportunity for public input will be offered before any items of business are considered by the Council. This section does not apply to public hearings held by the Council.

There is no need for praise, criticism, or rehashing after the Council has transacted their business. I am in no means looking to stifle public comment and have increased the time allowed to indicate that.

U.S. GOVERNMENT LEASE FOR REAL PROPERTY

DATE OF LEASE

LEASE NO.

HSCG83-23-1-0008

THIS LEASE, made and entered into this date by and between
City of St. Ignace

whose address is

13 South State Street
St. Ignace, Michigan 49781

and whose interest in the property hereinafter described is that of

Owner

hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the Government:

WITNESSETH: The parties hereto for the considerations hereinafter mentioned, covenant and agrees as follows:

1. The lessor hereby leases to the Government the following described premises:

Mooring slip #83 located at St. Ignace Municipal Marina, 13 South State Street, St. Ignace, Michigan 49781.

to be used for Government Purposes

2. TO HAVE AND TO HOLD the said premises with their appurtenances for the term beginning on

09/01/2022 through 08/31/2023, subject to termination
and renewal rights as may be hereinafter set forth.

3. The Government shall pay the Lessor annual rent of \$ 3,073.00

at the rate of \$ 3,073.00 per annum in arrears.
Rent for a lesser period shall be prorated. Rent checks shall be made payable to:

City of St. Ignace, 13 South State Street St. Ignace, Michigan 49781

4. The Government may terminate this lease at any time by giving at least 30 days' notice in writing to the Lessor and no rental shall accrue after the effective date of termination. Said notice shall be computed commencing with the day after the date of mailing.

5. This lease may be renewed at the option of the Government, for the following terms and at the following rentals:

Subject to availability of funds, this lease may at the option of the Government, be renewed through 31 August 2026, at the mutually agreed rental consideration of \$3,073.00 per annum in arrears. Rent will increase 3.0% each year beginning 01 September 2023.

provided notice be given in writing to the Lessor at least 30 days before the end of the original lease term or any renewal term; all other terms and conditions of this lease shall remain the same during any renewal term. Said notice shall be computed commencing with the day after the date of mailing.

6. The Lessor shall furnish to the Government, as part of the rental consideration, the following:

- a. Mooring length: 45' minimum, mooring width: 20.1' minimum, mooring depth: 5.4' minimum.
- b. Electrical power.
- c. Potable water.

7. The following are attached and made a part hereof:

The General Provisions and Instructions

- a. Continuation Sheet, 9-34
- b. Municipal certificate
- c. GSA 3518-SAM

8. The following changes were made in this lease prior to its execution:

None

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

LESSOR

SIGNATURE

SIGNATURE

NAME OF SIGNER

NAME OF SIGNER

IN PRESENCE OF

SIGNATURE

SIGNATURE

NAME OF SIGNER

NAME OF SIGNER

UNITED STATES OF AMERICA

SIGNATURE

NAME OF SIGNER

James Hilt

OFFICIAL TITLE OF SIGNER

Real Estate Contracting Officer

LESSOR: City of St. Ignace

9. Subject to the availability of funds. The Government shall have three (3) options to renew this Lease for up to three (3) consecutive periods of one fiscal year each ("Renewal period"). The Government may exercise each such option by giving Lessor written notice thereof at least thirty (30) days prior to the expiration of the original term of this Lease or the then expiring Renewal period, as the case may be. Each renewal term shall be on the same terms and conditions of this Lease for the original term, except the annual rent and the monthly rent shall be according to the following schedule, payable monthly in arrears:

RENT SCHEDULE

09/01/2023 – 08/31/2024 (Fiscal Year 24): \$3,371.19

09/01/2024 – 08/31/2025 (Fiscal Year 25): \$3,472.33

09/01/2025 – 08/31/2026 (Fiscal Year 26): \$3,576.50

10. Government's Authority. The undersigned employee of the Government hereby attests that said employee has the authority to enter into this Lease on behalf of the United States Government, acting by and through the United States Coast Guard. The undersigned has no interest, direct or indirect in the property contained in this Lease. The undersigned executes this Lease in compliance with all known statutes, regulations, Executive Orders, management and budget circulars, Commandant Instructions and policies. This Lease is entered into under the Authority 14 USC 907(b).

11. Modifications. Any modification or amendment to this lease shall be in writing and executed by duly authorized representatives of the Government and Lessor.

12. Ownership. The Lessor affirms and warrants that the Lessor owns and or possesses the property, has the authority to sign this lease, and such lease is and will be effective for and bind all heirs, assignors, executors, administrators and successors and to the Lessor for the described property. Lessor retains ownership of the leased asset(s), during the term of the Lease, and at the end of the term of the Lease.

13. Government's Liability. The Government in the manner and to the extent provided by the Federal Tort Claims Act (28 U.S.C Sections 2671-2680), shall be liable for claims for damages or cost and expenses, including but not limited to fire damage, loss of property, personal injury or death caused by the acts or omissions of the Government, its officers, invitees, employees and agents in the use of the property.

14. Payments. Payments shall be made by the U. S. Coast Guard Finance Center.

Commanding Officer (0240)
U. S. Coast Guard Finance Center
1430A Kristina Way
Chesapeake, VA 23326-0240
Phone: (757) 523-6940/(800)564-5504
<https://www.uscg.mil/fincen/>

15. Electronic Funds Transfer. The Government will make payments under this lease by electronic funds transfer (EFT). Lessor must register in the System for Award Management (SAM) database at www.SAM.gov. Lessor is responsible for keeping their SAM account current. In the event that the Lessor's SAM expires, the Government will cease making payments under this Lease until the Lessor renews the SAM registration. This will apply to all payments that the Government is required to make under this Lease, and no interest shall accrue as the result of such non-payment.

16. Repair and Maintenance. The Lessor shall be responsible for repair and maintenance of the Leased Premises during the period of this Lease.

17. Officials not to Benefit. No Member of or Delegate to Congress, or Resident Commissioner shall be admitted to any share or part of the lease, or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this lease contract if made with a corporation for its general benefit.

18. General Clauses. This lease incorporates the applicable clauses in GSA Form 3517A ("General

Clauses"), with the same force and effect as if they were given in full text. Upon request, the Government will make the full text available or the full text may be found at <https://www.gsa.gov/cdnstatic/Attachment 3 GSA Form 3517A Rev 07 2021c.pdf>.

19. Administration. All administration of the subject lease will be carried out by the Government at the office listed below. If any changes relating to the sale of the property, or name and address of the Lessor are made, the Government shall be notified immediately in writing by the Lessor.

Commanding Officer
U. S. Coast Guard
Civil Engineering Unit Cleveland
Attn: Real Property
1240 E. 9th Street, Room 2179
Cleveland, OH 44199-2060

20. Insurance. The Government is a self-insured entity.

21. Improvements. The Government shall have the right during the term of this lease to install, operate, maintain, repair and replace upon the Premises, any equipment and signs necessary for, or related or ancillary to, the performance of any Government mission or activity. Title to all property which the Government may place upon or attach to the Leased premises shall be and will remain the property of the Government, and the property of the Government may be removed or otherwise disposed of by the Government in accordance with applicable law. Upon termination of this lease, the Lessor shall permit the Government all reasonable access to the Premises for the purpose of removing or otherwise disposing of said equipment. The Government shall be under no obligation to restore the Premises, or any part thereof, upon termination of this lease.

22. Ingress and Egress. The Government, its contractors, agents and other duly assigned personnel, shall have the right of ingress and egress at all times (including, but not limited to vehicular and pedestrian), with necessary equipment, to the Leased Premises and other necessary areas under the Lessor's control, access to which is necessary for the Government's full use of the Leased Premises.

23. Local Government Point of Contact.

Officer in Charge
USCG Station St. Ignace
1075 Huron Street
St. Ignace, MI 49781
(906) 643-6402

24. Change of Ownership. The Lessor Representative shall notify the Government Representative within thirty (30) days of any transfer of ownership of the Leased premises.

25. Tenantable Condition. The Lessor shall maintain the Premises and all equipment, fixtures, and appurtenances furnished by the Lessor under the lease, in good repair and tenantable condition. Upon request of the Government Representative, the Lessor shall provide written documentation that any Lessor furnished equipment, fixtures, and appurtenances have been maintained, tested, and are operational. For the purpose of maintaining said premises and property, the Lessor may at reasonable times, and with the approval of the authorized Government representative in charge, enter and inspect the same and make any and all necessary repairs and or replacements of said equipment, fixtures, and appurtenances. Failure by the Lessor to maintain the Leased Premises in tenantable condition may result in immediate termination as determined by the Government.

26. Taxes and Assessments. The Government is not responsible or liable for any real property or personal property taxes, personal taxes, or assessments levied or assessed upon or against the Premises.

27. Notices. Written notices shall be sent by certified or registered mail, express or overnight mail or other comparable service, or delivered by hand. Said notice shall be effective on the date delivery is accepted or refused.

28. Severability. If any term or provision of this Lease is held invalid or unenforceable, the remainder of this Lease shall not be affected thereby and each term and/or provision hereof shall be valid and enforced to the fullest extent permitted by law.

29. Integrated Agreement. This Lease, upon execution, contains the entire agreement of the parties and no prior written or oral agreement, express or implied, shall be admissible to contradict the provisions of the Lease.

30. Performance Failure. If Lessor fails to cure or remedy failure to perform any service, to provide any item, or meet any requirement of the lease within five calendar days of Government's written notice to Lessor, Government may contract for or perform the service, and deduct the cost incurred performing the service or item to include administrative costs from rental payments or the Government may perform the service, provide the item, or meet the requirement, either directly or through a contract. If there are unusual circumstances, such as but not limited to, the availability of a service or item, the Lessor must submit a letter to the Government stating the unusual circumstances, provide a plan to cure it and a reasonable date as to when the service or item will be provided to the Government to meet the requirements of this lease. In case of an emergency involving a service or item that may cause damage or destruction to the premises, or threaten the health and safety of the occupants the Government will take immediate action to correct the problem and subsequently notify the Lessor. In the event there is an interruption of any services for the premises, such as but not limited to utilities and air conditioning, the Government will notify the Lessor and the Lessor will correct the interruption as soon as possible and within 48-hours of notification. If the failure of the Lessor to perform results in the Government needing to be temporarily housed elsewhere due to untenable conditions, the Lessor shall be responsible for all reasonable expenses incurred for such temporary occupancy.

31. Destruction of Space. If the Leased Premises are partially or totally destroyed or damaged by fire or other casualty so that the Leased Premises is untenable as determined by the Government, this Lease will immediately terminate. If so terminated, no lease charge is to be incurred by the Government after the date of destruction or damage. In the case of partial destruction or damage, and if the premises remain tenable as determined by the Government, and subject to supplemental written agreement by the parties, the Government may continue to occupy and use the Leased Premises, and this Lease shall continue in full force and effect, with the exception that the rent will be reduced proportionately in accordance with the aforesaid supplemental agreement which shall be effective from the date of such destruction or damage. Nothing in this Lease shall be construed as relieving the Lessor from liability for damage to, or destruction of, property of the Government caused by the willful or negligent act or omission of the Lessor. During this period, no lease charge is to be incurred by the Government. Any such payments, by the Government, to the Lessor will be promptly returned to the Government's Finance Center.

32. Restoration. Upon revocation, expiration or surrender of this lease, and to the extent directed by the Lessor, the Government shall remove all alterations, additions, and betterments made or installed by the Government and restore the property to the same or as good condition as existed on the effective date of this lease, reasonable wear and tear excepted.

33. Assignment. This agreement may not be assigned by the Government.

34. Liens. Government shall not be responsible for any liens, claims, or encumbrances of any type that may be placed upon Lessor's property.

MUNICIPAL CERTIFICATION

I, _____, certify that I am the _____
of the Municipality named in the attached lease; that _____ who signed
said lease on behalf of the Municipality was then _____ of said
Municipality; that said lease was duly signed for and in behalf of said Municipality by authority of its
governing body and is within the scope of its Municipal powers.

MUNICIPAL SEAL

ADDENDUM to the System for Award Management (SAM) REPRESENTATIONS AND CERTIFICATIONS (Acquisitions of Leasehold Interests in Real Property)	Request for Lease Proposals Number HSCG83-23-1-0008	Dated
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This offer form obtains a mandatory representation that is not currently in SAM. Include this as a separate offer form as part of the Request for Lease Proposal (RLP) package and incorporate into final Lease contract.

Complete appropriate boxes, sign the form, and attach to offer.

The Offeror makes the following additional Representations. NOTE: The "Offeror," as used on this form, is the owner of the property offered, not an individual or agent representing the owner.

1. ANNUAL REPRESENTATIONS AND CERTIFICATIONS FOR LEASEHOLD ACQUISITIONS (APR 2015)

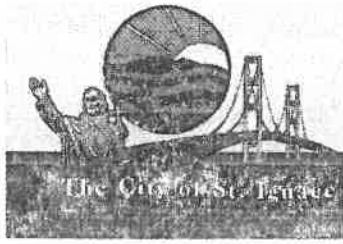
- (a) (1) The North American Industry Classification System (NAICS) code for this acquisition is 531120, unless the real property is self-storage (#531130), land (#531190), or residential (#531110).
- (2) The small business size standard is 38.5 Million in annual average gross revenue of the concern for the last 3 fiscal years.
- (3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.
- (b) The System for Award Management (SAM) is a centrally located, searchable database which assists in the development, maintenance, and provision of sources for future procurements. The Offeror, by signing this addendum, hereby certifies he is registered in SAM.
- Registration Active and Copy Attached

2. 552.203-72 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT FEDERAL TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW (DEVIATION) (OCT 2013)

- (a) In accordance with Sections 630 and 631 of Division of the Consolidated Appropriations Act, 2012 (Pub. L. 112-74), and Section 101 of the Continuing Appropriations Act, 2014 (Pub. L. 113-16) none of the funds made available by the Continuing Appropriations Act 2014 may be used to enter into a contract action with any corporation that—
 - (1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government, or
 - (2) Was convicted, or had an officer or agent of such corporation acting on behalf of the corporation convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation or such officer or agent and made a determination that this action is not necessary to protect the interests of the Government.
- (b) The Contractor represents that—

- (1) It is is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- (2) It is is not a corporation that was convicted, or had an officer or agent of the corporation acting on behalf of the corporation, convicted of a felony criminal violation under any Federal law within the preceding 24 months.

OFFEROR OR LEGALLY AUTHORIZED REPRESENTATIVE	NAME, ADDRESS (INCLUDING ZIP CODE)	TELEPHONE NUMBER
	City of St. Ignace 13 South State Street St. Ignace, MI 49781 _____ Signature	(800) 447-2757 _____ Date



City of St. Ignace, MI

Staff Report

Agenda Date:

Presenter: Chief James

Department: Police Dept.

City Manager:

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE: P.D. lodging request

BACKGROUND: I am requesting one night of lodging the night before the training located in Escanaba. The training itself is free.

FISCAL EFFECT: \$100.00 for one nights lodging

SUPPORTING DOCUMENTATION: See attached training flyer.

RECOMMENDATION: Attending this training will provide valuable information for handling law enforcement related FOIA requests in the correct manner. I would appreciate arriving in Escanaba the night before.



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y**

**FREEDOM OF INFORMATION ACT (FOIA) TRAINING
FOR LAW ENFORCEMENT/CORRECTIONS**

When: Thursday, May 18, 2023
9:00 a.m. to 4:00 p.m.

Where: Bay College Joseph Hierman Center – building 900
2001 N. Lincoln Road
Escanaba, MI 49829

Description: This course will focus on the proper redaction, dissemination, policies, and procedures specific to Law Enforcement/Correction FOIA requests.

The course is taught by Lori Hinkley, J.D. from The Rossow Group. Lori is truly THE expert when it comes to FOIA in Michigan. She has taught for many years on the topic, especially for law enforcement related subject matter. Ms. Hinkley will share her many years of experience in dealing with requests under FOIA utilizing the proper procedures.

Training Objectives: This training will cover FOIA requirements for the release of information upon requests from a public body.

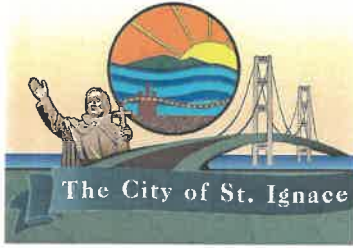
- Overview of the Freedom of Information Act.
- Define “public record” and “public body.”
- Processing FOIA requests, fees, exemptions, and requestor’s rights.
- Reports, video footage [bodycam, in-car, security], UD-10, and inmate records.

Cost: No fee for MMRMA Members. \$165.00 for non-Members.
This is a P.A. 302 approved course.
Lunch will be provided.

Register: **MMRMA MEMBERS** contact Sarah Pogorzelski via Spogorzelski@mmrma.org

NON MMRMA MEMBERS must register via The Rossow Group:
Contact Eric at (810) 320-9517 or Email at eric@therossowgroup.com

Information: Please contact Darin Hunter at Dhunter@mmrma.org or 906-286-9661 with any questions regarding this training opportunity.



City of St. Ignace, MI

396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

Staff Report

Agenda Date:

Presenter:

Department:

City Manager:

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE:

Museum Boarding House

BACKGROUND:

The Downtown Development Authority purchased the Gyftakis Property in August 2022 for \$255,000. The DDA put \$50,000 towards the purchase and financed the remainder. Acquiring this property is in the DDA Plan. The intention is to increase the square footage of land for outdoor exhibits and a parking lot. Since the purchase the DDA hired a consultant to assist with engineering costs to renovate the boarding house into apartments. The engineering costs came back higher than anticipated. The DDA Board would like councils support to advertise for bids for the sale of the boarding house. Purchaser would be responsible for all costs and permits associated with moving the boarding house. The DDA received permission from the mortgage holder.

FISCAL EFFECT:

Eliminates a financial liability.

SUPPORTING DOCUMENTATION:

RECOMMENDATION:

St. Ignace (2 Story Home and Parking Lot)

Preliminary Estimate of Construction



	Quantity	Unit	Cost/Unit	Item Cost	
Building Area	1,640	SF			
Perimeter	170	LF			
Exterior Upgrades (siding, paint, etc.)	1	LS	\$20,000.00	\$	20,000.00
Roofing and insulation	2600	SF	\$7.00	\$	18,200.00
Windows	24	EA	\$1,200.00	\$	28,800.00
Exterior Doors/Stairway Doors	4	EA	\$2,200.00	\$	8,800.00
Interior Doors	48	EA	\$600.00	\$	28,800.00
Interior Partitions	5400	SF	\$9.00	\$	48,600.00
Floor Finishes	3280	SF	\$4.50	\$	14,760.00
Painting	6400	SF	\$1.50	\$	9,600.00
Ceilings - GWB	3280	SF	\$4.00	\$	13,120.00
Casework	72	LF	\$600.00	\$	43,200.00
HVAC/Plumbing*	3280	SF	\$10.00	\$	32,800.00
Lighting/Electrical	3280	SF	\$18.00	\$	59,040.00
Building Construction Costs				\$	325,720.00
					\$ 198.61
Site preparation and utilities	1	LS	\$25,000.00	\$	25,000.00
Concrete Sidewalk	600	SF	\$12.00	\$	7,200.00
Parking (14 SPACES)	4500	SF	\$10.00	\$	45,000.00
Lighting	4	EA	\$5,000.00	\$	20,000.00
Building Signs	2	EA	\$4,500.00	\$	9,000.00
Subtotal Construction Costs				\$	431,920.00
Contingency	10.0%			\$	43,200.00
Contractor OH/Profit	15.0%			\$	71,300.00
A/E Fees	7.5%			\$	41,000.00
CM Fees and Costs	5.0%			\$	21,596.00
Project Costs				\$	609,016.00
					Building Cost per s.f.
				\$	609,016.00
					\$ 371.35



City of St. Ignace, MI

396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

Staff Report

Agenda Date:

Presenter:

Department:

City Manager:

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE:

St. Ignace Recreation Department Update and Replaced Fitness Center Equipment

BACKGROUND:

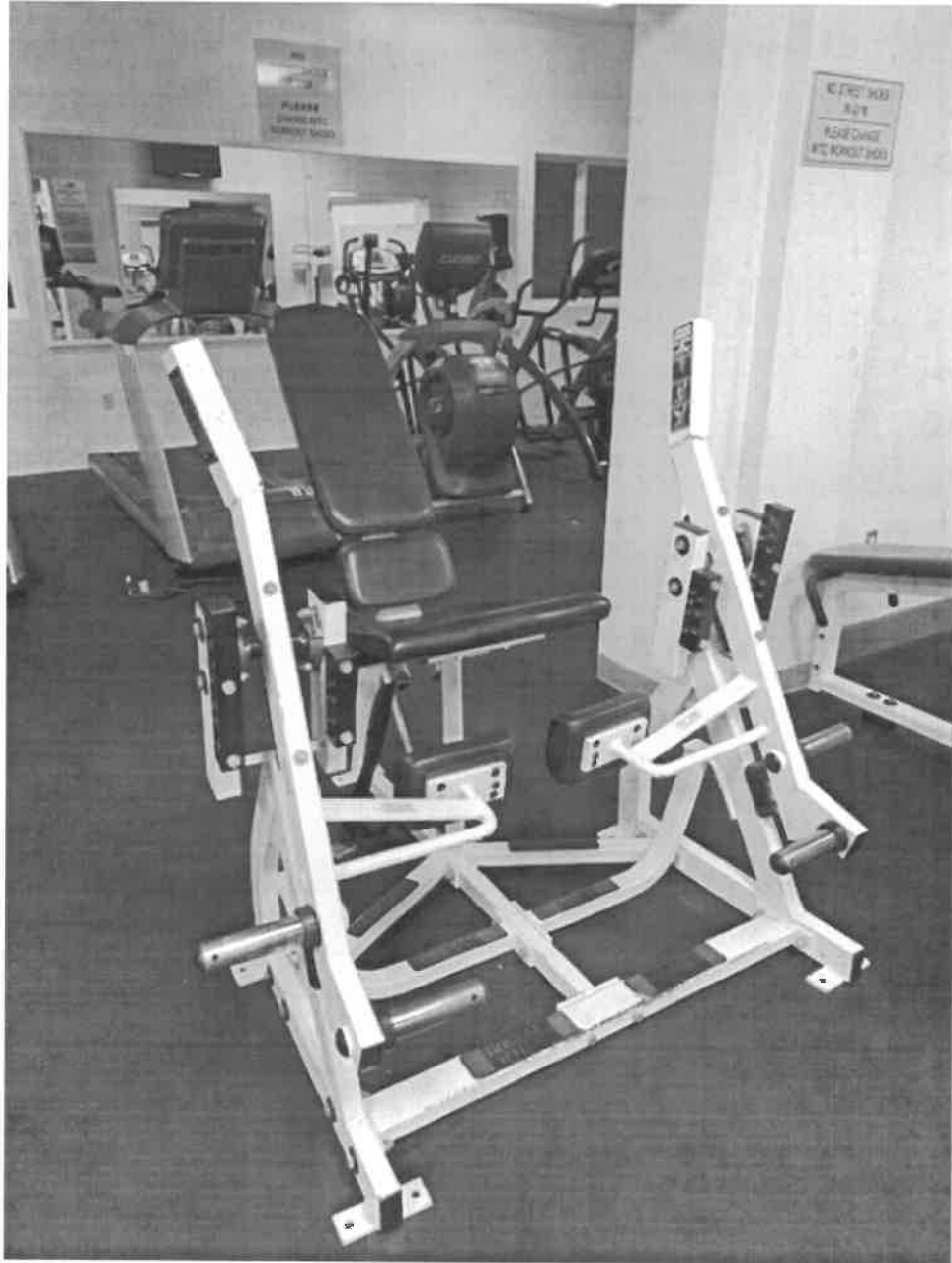
Marshall will give an update on the Little Bear and St. Ignace Recreation Department.

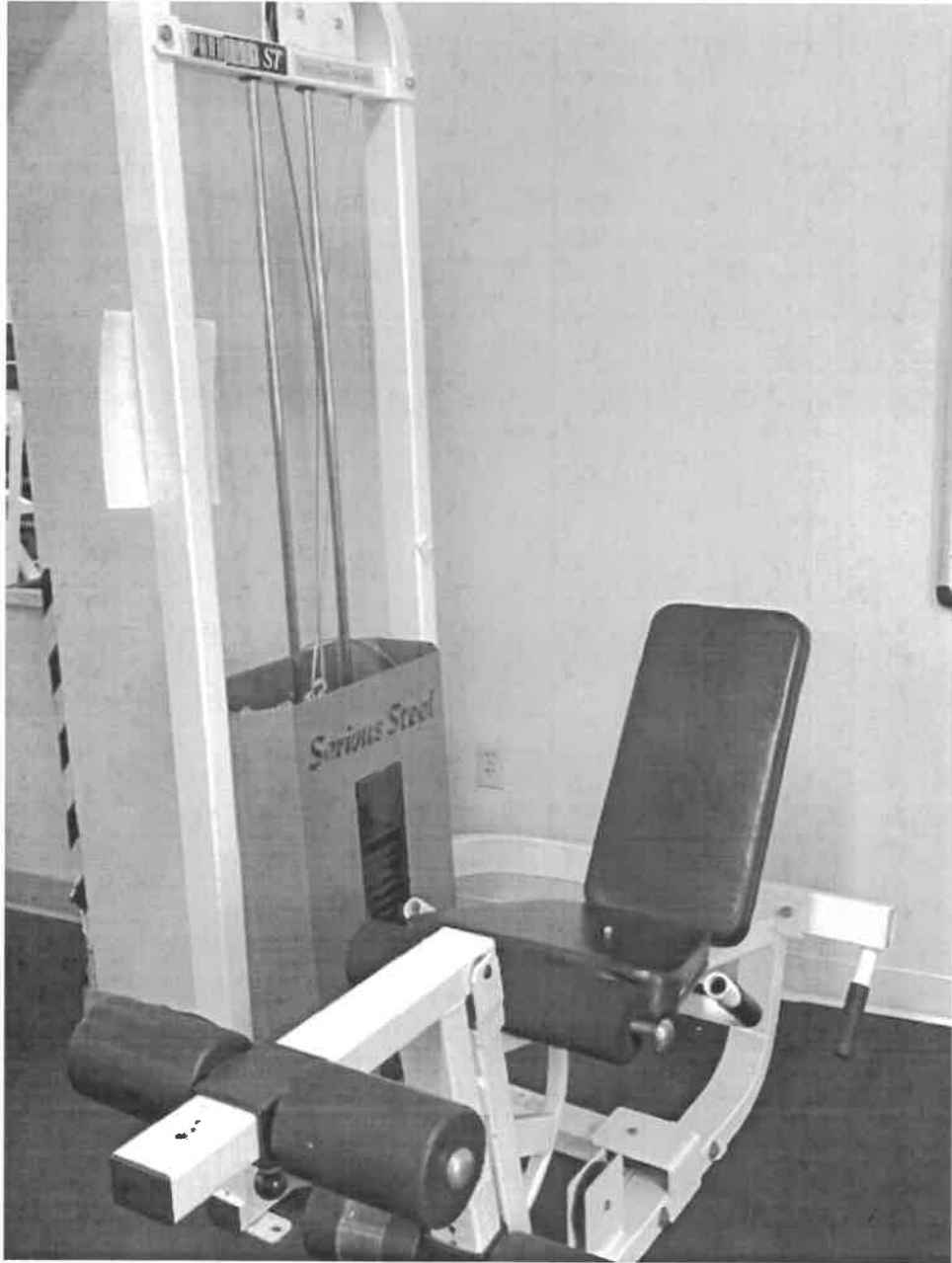
When the new leg extension arrives for the fitness center, Marshall would like to donate one of the old leg extensions to the high school who has expressed interest in the equipment and put the other leg extension machine out for bids. Marshall would like to do the same thing with the smith machine. Perfect Fit estimated the value of each piece of equipment at \$50-\$200 if you are able to find someone with interest. The challenge is finding that person.

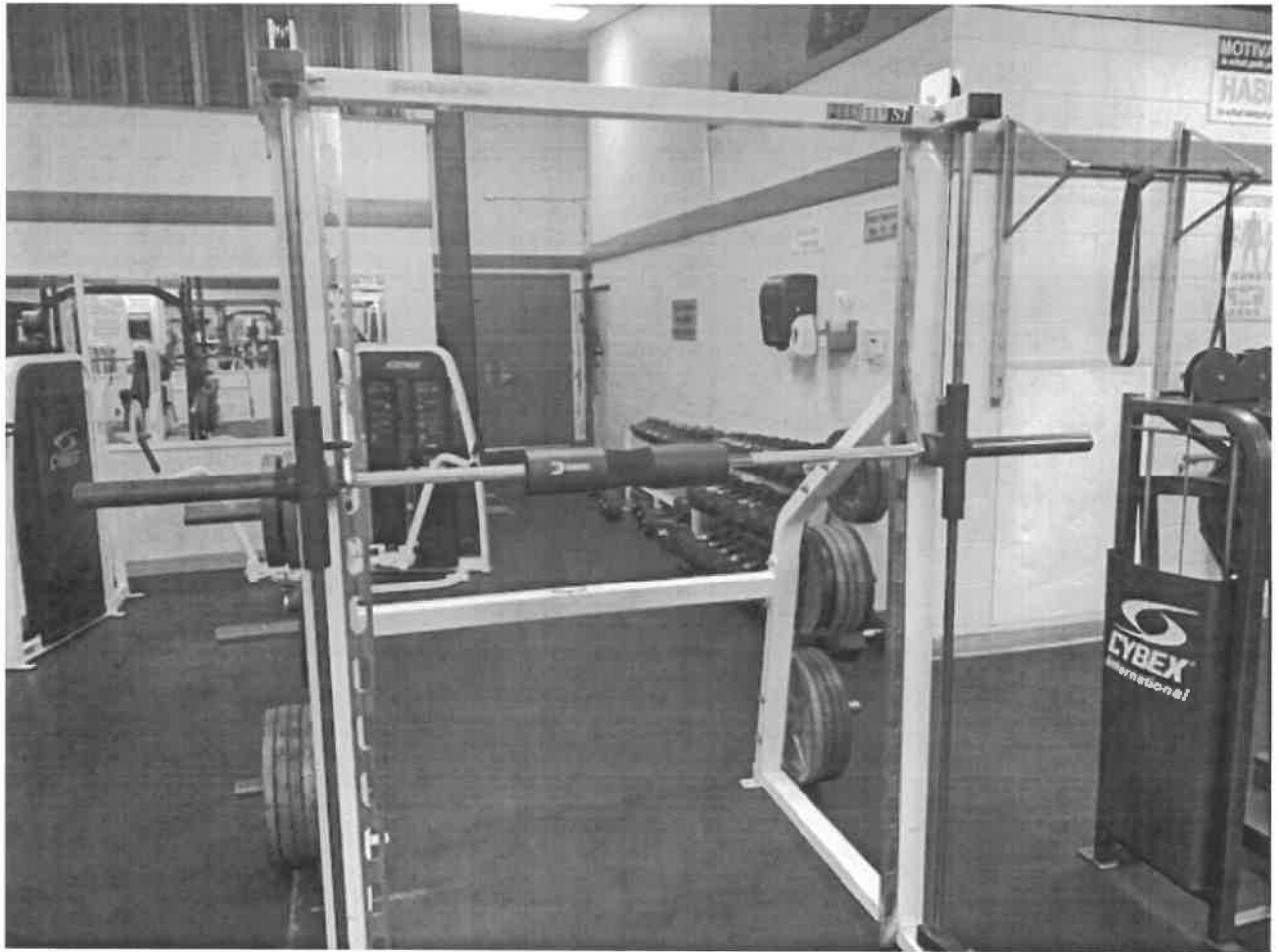
FISCAL EFFECT:

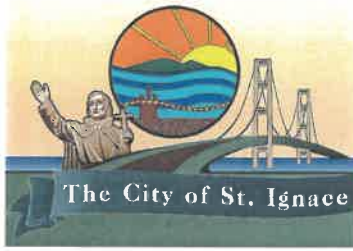
SUPPORTING DOCUMENTATION:

RECOMMENDATION:









City of St. Ignace, MI

396 N State Street
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Staff Report

Agenda Date:

Presenter:

Department:

City Manager:

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AGENDA ITEM TITLE:

New Fitness Center Smith Machine Bid Tabulation

BACKGROUND:

Existing smith machine has been repaired. It is considered to be light duty commercial. Marshall applied to the community foundation for a grant to replace the smith machine. Community Foundation awarded \$5000

FISCAL EFFECT:

Increased revenue thru memberships

SUPPORTING DOCUMENTATION:

RECOMMENDATION:

Purchase smith machine from Perfect Fit for \$4,999.99



Perfect Fit, LLC

10075 Van's Ln
 Fife Lake, MI, 49633
 perfectfitir@gmail.com
 231-499-0217

Quote

22047
 Date: 04/25/2023

For: Little Bear East Arena & Community
 Center
 smarshall@cityofstignace.com
 275 Marquette St.
 St. Ignace, MI 49781
 906-298-2000

Description	Quantity	Rate	Amount
7 DEGREE SMITH MACHINE - Platinum Frame	1	\$4,068.99	\$4,068.99*
Freight Shipping	1	\$931.00	\$931.00*
		Parts Subtotal	\$4,999.99
		Subtotal	\$4,999.99
		Total	\$4,999.99
		Total	\$4,999.99

*Indicates non-taxable item

Notes

Shipping costs are estimated.
 To accept this quote please sign and return.



Fitness Things
35539 Schoolcraft Rd.
Livonia MI 48150
United States

The Single Source Solution for
Fitness Equipment, Delivery,
Installation, and Service

City of St. Ignace
396 N. State Street
St. Ignace MI 49781
United States
smarshall@cityofstignace.com

Quotation # 25087

Quotation Date:

04/27/2023

Expiration:

05/04/2023

Salesperson:

Brett Veltema

Description

[SSM] Life Fitness Signature Smith Machine

List Price: \$6,930.00

Your Discount: 10%

[Freight] Freight

[Commercial Installation] Commercial Installation (2 man/hr)

Quantity	Unit Price	Amount
1.000 Unit(s)	6,237.00	\$ 6,237.00
1.000 Unit(s)	600.00	\$ 600.00
1.000 Hour(s)	1,300.00	\$ 1,300.00

Subtotal	\$ 8,137.00
Taxes on \$ 8,137.00	\$ 488.22
Total	\$ 8,625.22



Fitness Things
35539 Schoolcraft Rd.
Livonia MI 48150
United States

The Single Source Solution for
Fitness Equipment, Delivery,
Installation, and Service

City of St. Ignace
396 N. State Street
St. Ignace MI 49781
United States
smarshall@cityofstignace.com

Quotation # 25085

Quotation Date:

04/27/2023

Expiration:

05/04/2023

Salesperson:

Brett Veltema

Description

[HSSM] Hammer Strength Hammer Select Hammer Strength Smith Machine

List Price: \$6,750.00

Your Discount: 15%

[Freight] Freight

[Commercial Installation] Commercial Installation (2 man/hr)

Quantity Unit Price Amount

1.000 Unit(s) 5,737.50 \$ 5,737.50

1.000 Unit(s) 600.00 \$ 600.00

1.000 Hour(s) 1,300.00 \$ 1,300.00

Subtotal \$ 7,637.50

No TAX
Taxes on \$ 7,637.50 \$ 458.25

Total \$ 8,095.75

TOTAL \$ 7,637.50



Smith Machine Bid Tabulation

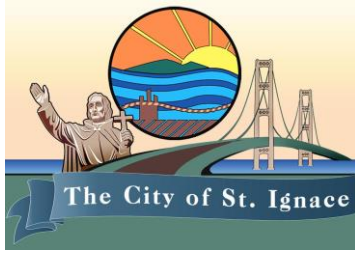
4/27/23

Equipment	Business	Item Cost	Install/Freight	Total
Hammer Strength Smith Machine	Life Fitness	\$5737.50	\$1900	\$7,637.50
Life Fitness Signature Smith Machine	Life Fitness	\$6237.50	\$1900	\$8,137
Hamer Strength Smith Machine	Perfect Fit	\$4068.99	\$931Freight Only-	\$4,999.99

I recommend purchasing the Hammer Strength Smith Machine for \$4999.99 from Perfect Fit. Moran Township purchased the leg extension machine from Perfect Fit. We purchased the treadmill from Perfect Fit and Perfect Fit handles the equipment maintenance in the Little Bear Fitness Center. Additionally Perfect Fit is waiting on cables for the cable crossover machine that they are repairing. Perfect Fit is estimating an installation fee of \$800 maximum that includes travel expenses. There is a possibility that Perfect Fit could combine deliveries or maintenance on the cable crossover machine with the installation of the smith machine to reduce this cost dramatically.

Respectfully

Interim Recreation Director
Scott Marshall



City of St. Ignace, MI

396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

Staff Report

Agenda Date: 5-1-23

Presenter: Mayor LaLonde

Department:

City Manager:

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE: Sheplers Traffic Control

BACKGROUND: Eric Heffernan, Sheplers Dock Manager, will be present to discuss some of the procedures Sheplers will implement this season in St. Ignace to alleviate traffic back-ups and cross traffic in their main street entrance.

FISCAL EFFECT: n/a

SUPPORTING DOCUMENTATION: n/a

RECOMMENDATION: Mayor LaLonde requested Eric Heffernan be added to the agenda to present Shepler's intentions for the procedural changes for this season at their main dock in St. Ignace.

Invoices for Approval

Monday, May 1, 2023

All Star Graphics	LBE Home Show Plaques	\$201.70
American Waterworks	WTR Plant Manuals	\$481.50
Arrow Signs	Street Signs-S High, Fitch, Keightley/Gun Show Sign	\$405.00
Beckett & Raeder	Zoning Map Update-Planning Service	\$1,940.51
Belonga Plumbing	Plant Repair	\$550.41
BS&A Software	Annual Software Fees	\$4,544.00
CivicPlus	Municode Admin Support Fee	\$250.00
Cut River Small Engine Repair	WTR Line Trimmer, Sweeper and Oil Change Kit	\$1,408.40
DirectParts, Inc.	Golf Equipment Parts	\$1,298.16
ETNA	WTR Line Copper Horn Stock	\$3,995.03
Ferguson Waterworks	Compression Fitting Reagon Street	\$196.80
Flotation Docking Systems Inc.	Marina Aluminum Safety Ladders	\$702.98
Geroge's Auto Parts	Tire Disposal	\$675.00
Grainger	Water Uniform Boots	\$136.42
Hotshots Drain Cleaning LLC	N. State Main Line	\$350.00
KSS	Parks/Bathrooms Supplies	\$2,139.24
M-32 Enterprises LLC	Bobcat Snowblower Part	\$120.23
Perfect Fit LLC	ArcTrainer Battery	\$54.77
Quill	WTR USB/Backup Drive, SIPD Memo Books, Copy Paper	\$172.54
R & R Fire Truck Repair	Fire Department Repair	\$10,305.85
Rudyard Electric	Fitness Center/Conference Rm/Bathroom Lights	\$4,800.22
Safety-Kleen	DPW Washer Solvent	\$175.44
Ted Festerling LLC	Dump Truck Rocker, Spander Gate parts	\$1,723.46
UIS Scada	Annual Calibrations and Qrtly Repair Service	\$6,813.76
UP North Flags & Poles	LBE Flag Poles Globe	\$550.00
USA Bluebook	WWTR/WTR Plant Safety Items	\$1,059.25
		\$45,050.67

STRAITS AREA EMS AUTHORITY (Unofficial) Board Proceedings

A Regular Meeting of the Straits Area Emergency Medical Service (SAEMS) Authority was held on Tuesday, March 21, 2023 in the St. Ignace Municipal Building. The meeting was called to order at 3:32 p.m. by Chairperson Blake-Thomas.

Members Present: Chairperson David Blake-Thomas, Trout Lake Township
Vice Chairperson Austin Kimberling, Moran Township
Treasurer Laurie Collier, Hendricks Township
William LaLonde, City of St. Ignace
Glenn McKenzie, St. Ignace Township

Absent: Ed Serwach, Brevort Township.

Others Present: Mark Wilk, Area Manager; Ken Collier; Stephanie Baar (minutes).

Consideration of minutes from February 21, 2023 Authority Meeting:

It was moved by Mr. Kimberling, seconded by Ms. Collier, to approve the minutes from February 21, 2023 as presented. Motion carried unanimously.

Public Comment – None.

Board Reports:

- A. CLSS Financial Report – Chairman Blake-Thomas reviewed the 2022 Year-end CLSS Profit & Loss statement with the board. Compared to 2020 and 2021, it appears that 2022 brought in significantly lower income, but that is largely due to COVID funds that were received in prior years. When taking only operational costs and income into account, gross profit and net income had increased over prior years. 2022 ended with a total operating loss of \$111,917.51, which will now be paid with millage funds, as opposed to asking member municipalities to cover the loss. CLSS has not yet provided any Profit & Loss statements from 2023 as they are still dealing with a data failure which affected their records.
- B. Operations Report – Mr. Wilk gave an update regarding operational activities. Ambulance 496, which has been down for months, got its engine repairs finished and is now back in service as a back-up vehicle. The cost of repairs used up almost all of the 2023 Vehicle Repair & Maintenance budget, so that may require future adjustments. Mr. Wilk notes that this is the time of year that they work on annual maintenance for vehicles and equipment—some of it is covered by warranty, some isn't. The crews are trying to do long-distance transfers when they can to bring in revenue when possible and they're not needed elsewhere. Mr. LaLonde questions whether we work with local service providers on maintenance needs—Mr. Wilk confirms that we do when possible, but sometimes local providers are not able to provide service.
- C. Financial Report – Treasurer Collier reviewed the current balance sheet showing a total cash balance of \$1,120,775.10, of which \$634,300.33 are unrestricted funds. The 2022 4th quarter administration bill was received from CLSS, totaling \$118,418.86. That check will be sent, resolving all current, outstanding balances with CLSS. Treasurer Collier noted that the use of ACH payments has been going well. No new bill has been received from C2AE.

Old Business:

A. New Building Update:

Four bids were received for the construction of the new building and were reviewed at the February meeting, resulting in the request for bidders to value engineer project specifications to reduce costs. The highest bidder backed out, not thinking they could be competitive with the other bidders. Moore Trosper stated that the entire building would need to be re-engineered, which would delay the construction process by at least a year. Three Rivers, the original low bidder, gave a comprehensive list of ways to reduce costs, totaling around \$300,000 in savings. This would put construction at around \$2.95 million with a comprehensive project cost of \$3.5 million.

First National Bank has not given a final commitment, but has expressed a willingness to finance the remaining \$2 million needed for the project.

It was moved by Mr. Kimberling, seconded by Ms. Collier, to move ahead with the project with the low bidder, Three Rivers Corporation, at a contracted bid price not to exceed \$3 million, subject to obtaining the needed financing on reasonable terms. Mr. LaLonde agrees that, though the project cost is higher than originally anticipated, moving ahead with the project is the best course of action as voters approved the EMS millage with the anticipation of this project being completed. Motion carried unanimously.

B. CDS Request to Senators Stabenow & Peters:

Mr. Blake-Thomas informed the board that he received letters of support from all of the member municipalities and submitted all the paperwork to Senators Stabenow & Peters for a CDS request. This grant would offset a significant cost of obtaining new ambulances over the next 12-18 years. Receiving this grant would require Congress to pass a budget, not just continuing resolutions, so it's unclear whether this will be able to be granted. More information will likely not be known until October.

Mr. Wilk notes that he is still in contact with Senator Damoose regarding further grant funding, and submitted a request to him.

C. Straits Area EMS Management:

The board, for the past few meetings, had been discussing the need to hire a second, part-time employee to oversee the business aspect of the operations (policies, payroll, finances, etc.). Mr. Blake-Thomas has been filling this role on a volunteer basis. It was moved by Mr. Kimberling, seconded by Mr. LaLonde, to run an ad for two weeks in the St. Ignace News for an "EMS Business Manager", at a pay rate of \$475/week, with applications going to the EMS P.O. box. Motion carried unanimously. A review board has been previously appointed, consisting of Ms. Collier, Mr. Kimberling, and Mr. Wilk. The will meet to review applicants at the end of the two-week period. A job description has been outlined in a document created by Mr. Blake-Thomas and reviewed by the board at the previous meeting.

New Business:

A. Election of Board Secretary:

It was moved by Mr. Kimberling, seconded by Mr. Blake-Thomas, to elect Mr. LaLonde as Board Secretary. Motion carried unanimously.

B. Future Meeting Minutes:

With Ms. Baar leaving her position with the City, Mr. Wilk offered to take minutes for future meetings until otherwise arranged.

C. Draft Legislation:

Mr. Blake-Thomas reviewed a piece of draft legislation that he had created regarding EMS funding, titled "Fair Funding of Emergency Medical Services Act". Recognizing that there is a large uptick in seasonal population due to transient guests, and that these guests rely on local EMS when visiting while not paying to fund EMS' readiness-to-serve, the document seeks to allocate a transient room assessment towards local EMS funding. Mr. Blake-Thomas requested that the board review and consider the draft legislation, with the potential for future approval to seek further support in getting the legislation passed.

D. April Meeting Date:

Mr. Blake-Thomas informed the board that he would be unable to attend next month's regularly scheduled meeting on April 18th. It was moved by Mr. Blake-Thomas, seconded by Mr. LaLonde, to move next month's meeting to Wednesday, April 19th, at 3:30 p.m. in the St. Ignace City Council Chambers. Motion carried unanimously.

E. Mileage Reimbursement:

Mr. Kimberling requested that the board consider reimbursing the mileage of those board members, Mr. Blake-Thomas and Ms. Collier, who drive from quite far out of town to conduct Authority business. Mr. Blake-Thomas and Ms. Collier thank Mr. Kimberling, but don't feel it is necessary at the time.

Adjourn:

There being no further business, it was moved by Mr. Blake-Thomas, seconded by Ms. Collier to adjourn the meeting at 4:39 p.m. Motion carried unanimously.

The next meeting will be held Wednesday, April 19th at 3:30 p.m.

David Blake-Thomas, Chairperson

**ST IGNACE AREA EMERGENCY MEDICAL SERVICES COUNCIL
(Unofficial) Council Proceedings**

A Regular Meeting of the St. Ignace –Area EMS Council was held on Tuesday, January 17, 2023 in the St. Ignace Municipal Building. The meeting was called to order at 4:06 p.m. by Chairperson Blake-Thomas.

Members Present: Chairperson David Blake-Thomas, Trout Lake Township
Vice Chairperson Austin Kimberling, Moran Township
Treasurer Laurie Collier, Hendricks Township
Glenn McKenzie (representing Eric Danielson), St. Ignace Township
Ed Serwach, Brevort Township

Absent: None.

Secretary Darcy Long, City of St. Ignace, resigned from his position and the seat is now vacant.

Others Present: Mark Wilk, Area Manager; Ken Collier; Stephanie Baar (minutes).

Public Comment – None.

Consideration of minutes from December 20, 2022 Council Meeting:

It was moved by Mr. Serwach, seconded by Mr. Kimberling, to approve the minutes from December 20, 2022 as presented. Motion carried unanimously.

Old Business – None

New Business:

A. 2023 Meeting Dates & Times

It was moved by Mr. Kimberling, seconded by Mr. Serwach, to schedule the 2023 St. Ignace Area EMS Council meetings for the 3rd Tuesday of January, April, July, and October at 3:30 p.m. in the City of St. Ignace Municipal Building. Motion carried unanimously.

B. Election of Board Officers

It was moved by Mr. Kimberling, seconded by Mr. Serwach, to re-elect Mr. Blake-Thomas as Chairperson, Mr. Kimberling as Vice Chairperson, and Ms. Collier as Treasurer, with the election of the Secretary position being postponed until after the City of St. Ignace seat is filled. Motion carried unanimously.

Adjourn:

There being no further business, it was moved by Mr. Blake-Thomas, seconded by Mr. Kimberling, to adjourn the meeting at 4:09 p.m. Motion carried unanimously.

David Blake-Thomas, Chairperson