

St. Ignace Downtown Development Authority  
Official Meeting Minutes for December 10, 2021

Members present: Jim North, Heather Aukeman, Phil Ruegg, Cheryl Schlehuber, Linda Bell

Members absent: Mayor LaLonde, Pat Ramsey, Barb Brown, Barb Yshinski

Staff present: City Manager Darcy Long, Museum Manager Shirley Sorrels

Also present: Scott Marshall, City Councilman Tom Cronan, Erick Doerr - St. Ignace News

- I. Meeting called to order by Chairman North at 8:04 am.
- II. Minutes of the November 12, 2021 meeting are reviewed and upon no concerns motion to approve is made by Schlehuber and 2<sup>nd</sup> by Aukeman, motion passes.
- III. Chairman North has one addition to the agenda.
- IV.
  1. Financial reports reviewed by Chairman North, routine expenditures throughout. Schlehuber questioned payments to Mark Doernenberg. Motion made by Schlehuber and 2<sup>nd</sup> by Ruegg, motion passes.
  2. Clerks Report reviewed by Chariman North. Upon no questions motion is made by Schlehuber and 2<sup>nd</sup> by Ruegg, motion passes.
  3. Budget amendments for 2021: 248 account has a shortfall of \$15,246.41 due to Contracted Services and Capital Outlay, detail reports for both were provided. Chairman North recommends transferring \$15,246.41 out of the fund balance to cover the overages, which will need to be approved by City Council. Motion is made by Schlehuber and 2<sup>nd</sup> by Ruegg, motion passes.
- V. New Business
  1. Mayor Lalonde, P.Ramsey, B.Brown and B.Yshinski asked to be excused from todays meeting. Motion made by Bell and 2<sup>nd</sup> by Schlehuber, motion carries.
  2. After the City Councils rejection of DDA Director applicant Scott Marshall's proposed contract the Personnel Committee met to discuss the concerns of the Council and make necessary changes. The meeting was attended by committee members North, Aukeman and Bell as well as Mayor LaLonde and Scott Marshall. Changes were made to the contract to increase hours per week to 40 in section 6. Salary was increased to \$52,140.00 to accommodate the change in hour requirement. Under section 9B on pg. 4. the MERS Division was changed from division 10 to division 11. The 457 was added to supplement some of the losses to the MERS change allowing Marshall a city match after one year of service. The Longevity Bonus was changed to reflect Marshall as a new hire rather than recognizing his previous years of employment with the city. Marshall was agreeable with these changes and Mayor LaLonde expected the changes

would appease City Councils concerns with the previous contract. City Council member Tom Cronan brought up concerns about the hiring process wondering if the DDA director position had been adequately posted and whether the City Council should have more input in the hiring process due to the DDA director being an employee of the city. Chairman North informed Cronan the job had been posted in the St. Ignace News and that while there was interest from several parties there had been no official applicants. City Manager D. Long commented on the process of other city job postings. It was agreed the job had been posted adequately and acknowledged that the final decision in the hiring process is made by City Council. Cronan also stated it is his belief that Marshall is owed 'something' for his extra work on the Little Bear project. Schlehuger expressed concerns about why there was an hourly expectation on a salaried position. Chairman North will have the revised contract on the City Council Agenda for the December 20, 2021 meeting. Motion to approve the revised contract to present to City Council at its December 20, 2021 meeting was made by Ruegg and 2<sup>nd</sup> by Bell, motion is passed.

3. Museum Manager Shirley Sorrels expects \$9,000 in grant money still to come in this year and reports on continued work to obtain grants for early next year. She is currently working on a grant for between \$10-20,000 to train Native American Veterans in making art products to be sold at the museum. Sorrels is happy with the museum sales and reported \$70,000 in purchased goods from Native American vendors paid outright rather than on consignment. Cronan thanked Sorrels for her work at the museum and complimented her programs and contribution to the city.

4. Addition to the agenda: North informs the board that Linda Bell's term is at its close and she has opted not to continue as a DDA board member. Bell is recognized and thanked for her years of service to the DDA. Mayor LaLonde will recommend an appointment to fill Bell's seat.

5. Public Comment: Scott Marshall thanks Linda for her service to the DDA and says she will be missed. He also addresses Cronan's concerns about his extra work on the Little Bear project stating he was willing to, and takes the responsibility for, taking on the extra work in order not to lose the grant money and because of his commitment to the project. Cronan asks Marshall if he originally resigned due to frustrations over lack of help from the city, Marshall confirms stating he could have been more direct but tries to stay positive. Schlehuger wants to see Scott's job become easier in the future and encouraged him to be more vocal and coordinate better with the city and DPW so as not to get overwhelmed and put other DDA concerns and needs on the back burner. Chairman North asks Marshall to keep a spreadsheet of submitted workorders moving forward to help clarify the help that is asked for and subsequently received.

VI. Meeting is adjourned at 9:08

Minutes respectfully submitted by Heather Aukeman