NOTICE OF PUBLIC MEETING

COUNCIL CHAMBERS-VILLAGE HALL
102 South Huron Avenue
Phone: 231-436-5351

7:00 PM **November 17, 2016**

VILLAGE OF MACKINAW CITY
ZONING BOARD OF APPEALS

Variance Church of Straits- Roof Extension

AGENDA-REGULAR MEETING
MACKINAW CITY VILLAGE COUNCIL

I. **Roll Call**

II. **Pledge of Allegiance**

III. **Agenda Approval**

IV. **Public Comments**

V. **Consent Agenda:**
A. Correction and Approval of Minutes: Regular Meeting of November 03, 2016
Closed Session of November 03, 2016
B. Department Head Reports

VI. **Managers Report:**

VII. **President's Report**

VIII. **Committee Reports:**

X1. **Old Business:**
A. Marina-Ryba Marine Construction Proposal

X. **New Business:**
A. Resolution-Liquor License Inspection
B. Ordinance No.-Authorize the Public Conveyance of Real Estate -First Reading/Adoption
C. Special Event Application 2016-SE-077 Snowmobiles Over the Bridge

XII. **Accounts Payable**

X. **Adjourn**

FINANCE AND HUMAN RESOURCE SUBCOMMITTEE-REVIEW BILLS @ 6:45 PM

Village of Mackinaw City

102 South Huron Avenue, P.O. Box 580, Mackinaw City, Michigan 49701
Telephone: (231) 436-5351 Fax: (231) 436-4166
www.mackinawcity.org *village@mackinawcity.org*

Finding of Facts

2016-VA-002

The Church of the Straits

The subject property is located at 307 North Huron Avenue, Mackinaw City, MI 49701. The Property ID is 012-V07-073-001-00.

The Church of the Straits would like to install a roof over the existing stairway located on the Jamet Street side. The stairs are on the property line and the requested roof would hang over the Right of Way approximately 6 to 8 Inches per the variance request.

2016-VA-002

VARIANCE APPLICATION
VILLAGE OF MACKINAW CITY
102 S. Huron Avenue, Mackinaw City, MI 49701

I hereby apply for a variance from the terms of the Mackinaw City Zoning or Sign Ordinance.

Applicant Name: CHURCH of the STRAITS

Mailing address: 707 N. HURON ST., P.O. BOX 430

City MACKINAW CITY State MI Zip 49701

Phone no: 231-436-8682 Cell:

Property Address: SAME

Property ~~Tax~~ Id No.: 012-V07-073-001-00

1. Exact variance from the Ordinance desired:
   6" to 8" extension over steps area (existing)

2. Exceptional circumstances or conditions applying to the land, building, or use which do not apply generally to land, buildings, or uses in the same district are:
   NO APPARENT CONFLICT

3. Granting this application is necessary for the preservation and employment of substantial property rights as follows:
   SAFETY

4. Granting this application will not materially affect adversely the health or safety of persons, public welfare, or property in that neighborhood:
   TRUE

ADDITIONAL sheets may be attached. The Zoning or Sign Permit Application must be attached or already on file.

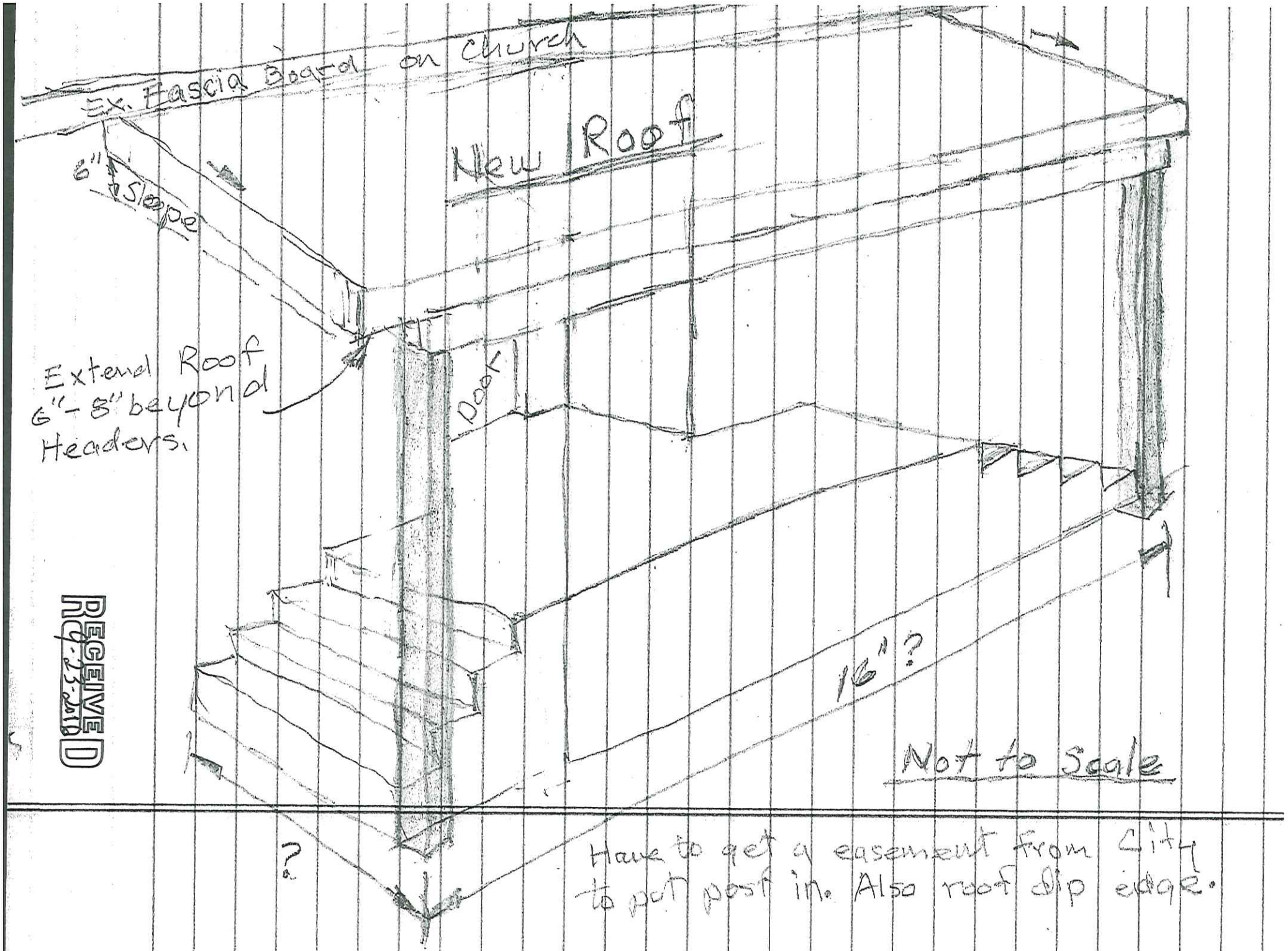
Date: 23-SEPT-16

Signature

JERRY F. ARCHER
Print Name

Forms/Variance.10

RECEIVED 9-23-2016



RECEIVED
6-23-2010

Village of Mackinaw City

102 South Huron Avenue, P.O. Box 580, Mackinaw City, Michigan 49701
Telephone: (231) 436-5351 Fax: (231) 436-4166
www.mackinawcity.org village@mackinawcity.org

VILLAGE OF MACKINAW CITY
ZONING BOARD OF APPEALS

NOTICE OF PUBLIC HEARING ON VARIANCE

PLEASE TAKE NOTICE that an application has been made by The Church of the Straits for a **VARIANCE** from Zoning Ordinance # 138. The Applicant is requesting consideration of a Variance to allow the placement of a 6 to 8-inch roof extension over an existing step area. The Variance application number is 2016-VA-002.

The subject property is located at 307 North Huron Avenue, Mackinaw City, MI 49701, Property ID is 012-V07-073-001-00.

A public hearing will be held by the **Zoning Board of Appeals** on **November 17, 2016** at **7:00 P.M.**, within the VILLAGE COUNCIL CHAMBERS located at 102 S. Huron Avenue, Mackinaw City, MI 49701, to receive public comments.

Written comments will be received at the Village Hall or by mail at the Village of Mackinaw City, Post Office Box 580, 102 S. Huron Avenue, Mackinaw City, MI 49701.

Additional information regarding this application and accompanying site plan can be obtained at the Village Hall at the above address.

Please be prepared to present your case in detail and with all evidence at these hearings.

Respectfully,
Fred Thompson, Jr.
Zoning Administrator

UNAPPROVED

MINUTES REGULAR COUNCIL MEETING
MACKINAW CITY

7:00 PM **November 03, 2016**

I. Roll Call:
President Robert R. Heilman called the meeting to order and with the following Trustees present–Belinda Mollen, Mario Rodriguez, Robert Glenn, Tom Chastain and Paul Michalak. Excused absent-Trustee Scott Newman. Also present- David White-Village Manager and Lana Jaggi-Clerk

Visitors List Attached

II Pledge of Allegiance

III. Agenda Approval
Motion Mollen seconded Glenn to approve the agenda for November 03, 2016 as presented. Voice vote, motion carried unanimously.

IV. Public Comment: None

V. Consent Agenda
Motion Glenn seconded Chastain to approve consent agenda as presented. Voice vote, motion carried unanimously.

VI. Managers Report as presented and submitted for file.

VII. President's Report: None

VIII. Committee Reports were presented and submitted for file.
Ordinance and Policy Sub Comm. Reports (2)-Trustee Michalak (Chair) presented/filed

IX. Old Business:
II. A. EDC Term
Council consented unanimously the third Thursday of April will be the expiration date of EDC board member terms.

X. New Business: None

XI. Scheduling of Subcommittee meetings:
December 15, 2016 at 2:00 pm
Council of Whole- Work Session- Zoning Rewrite

November 18, 2016 at 8:30 am
Ordinance and Policy -Village Rental Inspection Ordinance

XII. Accounts Payable
Motion Glenn seconded Michalak to pay accounts payable for November 03, 2016 in the amount of 681,298.74. Roll call: Yeas - Mollen, Rodriguez-Heilman, Glenn, Chastain, Michalak. Nays-none. Absent- Newman. Motion carried.

XIII. Adjournment: 7:16 pm

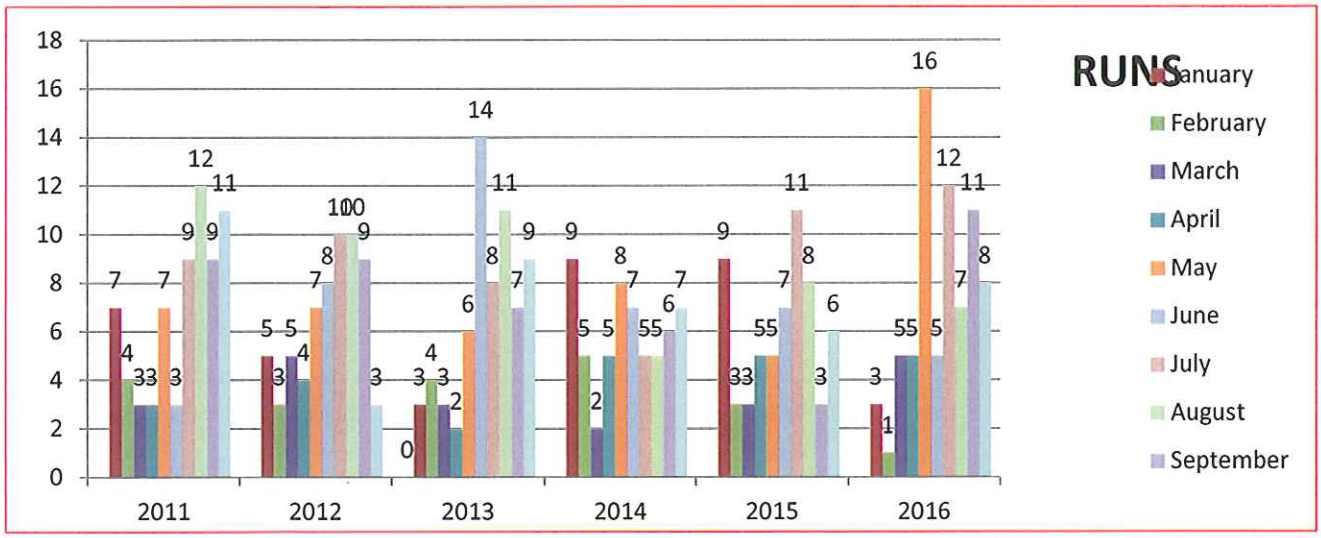
Respectfully submitted,

Robert R. Heilman; President

Lana Jaggi; Clerk

MACKINAW CITY FIRE DEPARTMENT
Activity Report

Runs	2011	2012	2013	2014	2015	2016
January	7	5	3	9	9	3
February	4	3	4	5	3	1
March	3	5	3	2	3	5
April	3	4	2	5	5	5
May	7	7	6	8	5	16
June	3	8	14	7	7	5
July	9	10	8	5	11	12
August	12	10	11	5	8	7
September	9	9	7	6	3	11
October	11	3	9	7	6	8
November	7	6	5	6	4	
December	4	2	2	5	6	
TOTAL RUNS FOR YEAR	**79**	**72**	**74**	**70**	**70**	**73**
Training						
January	2	1	2	2	2	2
February	3	2	2	2	2	2
March	2	2	2	4	2	2
April	1	2	2	2	2	2
May	2	2	2	2	2	2
June	2	2	2	2	2	2
July	2	3	2	2	2	2
August	2	3	2	2	2	2
September	1	1	2	1	1	1
October	3	2	4	2	2	2
November	2	2	2	2	2	
December	1	0	1	3	2	
TOTAL TRAININGS FOR YEAR	**23**	**22**	**25**	**26**	**23**	**19**



ARRESTS MADE BY THE MACKINAW CITY POLICE DEPARTMENT
YEAR TO DATE THROUGH OCTOBER 31

CRIME TYPE	2011	2012	2013	2014	2015	2016
CRIMES AGAINST PERSON	16	6	3	12	13	5
PROPERTY CRIMES	15	17	11	29	17	24
MORALS/DECENCY CRIMES	20	10	11	18	20	9
PUBLIC ORDER CRIMES	72	87	127	63	101	103
TOTAL	**123**	**120**	**152**	**122**	**151**	**141**

Citations Issued Year To Date 2016:	**200**
Citations Issued Year To Date 2015:	**194**
Citations Issued Year To Date 2014:	**169**

COMPLAINTS RECEIVED BY THE MACKINAW CITY POLICE DEPARTMENT
YEAR TO DATE THROUGH OCTOBER 31

	2011	2012	2013	2014	2015	2016
Traffic Crash:						
Public Roadway	50	40	50	50	64	54
Private Property	33	49	40	44	34	48
Personal Injury Crash	7	4	4	2	1	2
TOTAL	**90**	**93**	**94**	**96**	**99**	**104**
Breaking and Entering:						
Business	0	1	1	1	2	2
Residence	2	0	1	3	0	2
Other	2	0	0	0	0	0
TOTAL	**4**	**1**	**2**	**4**	**2**	**4**
Larceny:						
From Bldg./Veh./Pub. Place	41	44	23	38	20	31
Fail to Pay for Services	5	5	15	5	5	4
Bad Check/Fraud	0	1	3	1	1	1
TOTAL	**46**	**50**	**41**	**44**	**26**	**36**
Malicious Destruction of Property:	10	11	6	16	6	15
Domestic/Civil:	50	75	66	51	62	81
Assault:	26	26	9	11	18	8
Stolen Vehicle:	0	1	0	4	0	1
Reports Taken to Date:	897	1120	1001	1126	1069	1143

Village of Mackinaw City
Monthly Report – Water & Wastewater For October 2016

Routine Maintenance and Usage

WATER FLOW	2016	2015	WASTEWATER FLOW	2016	2015
MAXIMUM	.399 MG	.438 MG	MAXIMUM	.543 MG	.447 MG
AVERAGE	.243 MG	.279 MG	AVERAGE	.355 MG	.309 MG
TOTAL	7.517 MG	8.646 MG	TOTAL	11.025 MG	9.586 MG

- Number of water turn-ons during the month: 1
- Number of water shutoffs during the month:91
- Number of new water service connections during the month: 0
- Number of new sewer service connections during the month: 0
- Continue to maintain plant operation to efficiently treat wastewater
- Submit wastewater report to the state of Michigan DEQ & EPA
- Continue to conduct operation to meet the village's national pollution discharge permit
- Continue lab operations that efficiently and accurately measure wastewater operation parameters
- Conduct daily monitoring of the village's eight wastewater lift stations to maintain efficiency and reliable pumping operations
- Continue to operate our water system to meet state and federal drinking water standards
- Perform daily monitoring of the village's four municipal water wells
- Coordinate and perform water analysis for quality and to maintain safety of drinking water
- Conduct routine maintenance to our water system
- Continue performing monthly checks and required testing of necessary safety equipment
- Exercise emergency backup equipment to ensure reliability

New and Continued Projects:

- Our scheduled fall hydrant and tower flushing was completed during the month.
- The Michigan Department of Natural Resources completed examination of our easement application. The DNR recommends granting a driveway easement to the village in order to access a well which is used for municipal water supply. This will allow secured and direct access for municipal vehicles only.
- The water department continues working on the Cross Connection program with Hydro Corp. Inspections throughout the village were conducted.
- Pat Rivera attended the Michigan Section - American Water Works Association Fall Regional conference and received certification credits to maintain his license.
- The water department continues to work on commercial and residential water service shut-offs for the winter season.
- Work has begun on next year's budget, as well as obtaining bids and pricing information on capital improvements for the fiscal year.
- The sewer department completed and submitted the biosolids annual report to the DEQ as required.
- The water and sewer department has begun prepping lift stations, wells, water tower and the treatment plant for the upcoming winter season.
- The water department conducted fire flow testing with Coy Fire Protection. This information will be used for proper sizing of future fire protection systems.
- Bridgeway Power has completed yearly maintenance on all emergency generators.

Notable Events Affecting Water & Wastewater Department:

The water and sewer department responded to one power outage; emergency equipment was not needed. The department experienced 5 system alarm calls during the month.

DPW/Facilities Progress for September 2016

The DPW has been working on many things over the month of September. The work completed is as follows but is not limited to.

Roads

- Roadside garbage was picked up.
- Potholes were patched.
- Roadside mowing has continued.
- The W Central road project was mostly completed with only a few small punch list items yet to be addressed.
- Dead ends of Cadillac, Pond, and Cadotte were prepared by DPW for the contractors to come and pave.
- Trees were evaluated for removals. Most are intended to be replaced unless there is a utility conflict in that location.

Equipment

- Routine maintenance continues to be done on vehicles and equipment.

Water/Sewer

- Miss Dig locating were done for work being done in the area.

Parks/VPO/DDA

- Restroom buildings were cleaned.
- Trash was picked up as needed.
- Mowing of grass has continued as needed.
- Sprinkler systems are beginning to be winterized.
- Continued cleanup and repairs have been done at the Rec Center.
- Old school park playground was cleaned and staining has begun and will continue as weather permits.
- Special event preparation and cleanup was completed.
- Equipment was prepared for the fall cleanup.

To: Mackinaw City Council
From: David M. White, Village Manager
Date: November 10, 2016
Re: Manager Report for November 17, 2016, Council Meeting

XI. Old Business:

A. **Ryba Marine Construction Proposal-** For Council approval is the construction proposal from Ryba Marine to widen and install new decking on the fixed finger piers. This project is being funded 50% from a Waterways grant. The total project cost is $92,086 with a base price of $86,700 with the stared items also included in the final price. The work will widen the piers to 38 inches and is scheduled to be completed before the opening of the 2017 season. As always I would be happy to answer any questions that Council members may have.

X. New Business:

A. **Resolution- Liquor License Inspection-** The Police department conducts Liquor license inspections in Mackinaw Township. The resolution and agreement for your consideration continues that practice at an increased annual payment from the Township. As we have had no issues with the past agreement I would ask for Council approval of the resolution and agreement. I would be happy to address any questions that Council members may have.

B. **Ordinance to Authorize the Public Conveyance of Real Estate- This** ordinance is for the property exchange of Village owned property in Carp Lake township with Emmet County for County owned land in the Village. The General Law Village Act requires an ordinance for the sale of transfer of any Village owned property. After review I would be happy to address any questions Council members may have.

C. **Special Event 2016-SE-O77- St. Ignace Visitors Bureau-Antique Snowmobile Bridge Crossing-** This a new event this year which involves antique Snowmobiles with wheels crossing the Mackinaw Bridge. The

group would start in the Fort parking lot and then head south on Nicolet to the first I-75 entrance. There is no signage requested and the event is not being promoted as a Parade. Upon staff review no issues were raised, I would recommend approval of this request and would be happy to address any questions the Council may have.

Proposal

Ryba Marine Construction Co.
629 N. Main Street - P. O. Box 265
Cheboygan, MI 49721-0265
Phone (231) 627-4333 Fax (231) 627-4890
Email: rybamarine@rybamarine.com

Proposal Submitted To Mackinaw City Marina	Phone (231) 436-5269	Date September 30th 2016
Street 107 S. Huron Ave	Job Name Dock B Improvements	
City, State and Zip Code Mackinaw City, MI 49701	Job Location Mackinaw City, MI	

We hereby submit specifications and estimate for:

- Labor and materials $86,700.00
  - As per the list of Improvements to be performed supplied by Chris West
  - Touch up paint not included
  - All new fenders will be 6" x 6" x 8'
- Disposal Add **$2,500**
- Touch up paint
  - Labor for Paint = **$2,380**
  - **Paint 7 gallons @ $70/gallon = $490 x 10% markup = $539**

Schedule: Estimate 1 month for completion, dependent on winter weather possibly begin mobilization in Mid-February, but no later than March 1st, 2017

**Note: Owner is responsible for all disposal and all required permits.

- Good access to job site enabling equipment and labor to work shall be the responsibility of the Owner/Prime Contractor.
- Prices shown include insurance and workers compensation.
- Owner/Prime Contractor is to provide suitable and secure lay down area for equipment and materials.
- Price shown DOES NOT include Performance and Payment Bond. Add 1% if bond is required. $867.00
- Ryba Marine is not responsible for removing or encountering unusual or unnatural underground and surface obstructions including, but not limited to concrete, boulders, hazardous material, etc.
- Ryba Marine follows standard and approved pile driving practices. Damages to buildings/structures, utilities, pavement, and other surroundings caused from noise, vibration, ground movements or other pile installation processes are not the responsibility of Ryba Marine.
- All traffic, security and safety control to be performed by others.
- Ryba Marine assumes no responsibility for damage to utilities not clearly marked in the field or on prints nor for their protection or relocation.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: 92,986

See above quoted pricing..... $ **********

Payment to be made as follows: Upon invoicing

All materials to be specified. All work will be completed with standard practices. All agreements hereunder are contingent upon strikes, accidents or delays beyond the control of the contractor. The owner will carry fire, tornado, acts of terrorism and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

It is expressly agreed upon the completion of this contract that all projects subject of marine construction are subject to possible failure as the result of the natural elements, including but not limited to wind, ice, wave action, erosion and other similar actions of the natural elements, and the persons contracting with Ryba Marine Construction Co. agree, upon the acceptance of this contract, that they release Ryba Marine Construction Co. from any and all damages to the improvements subject of this agreement and any and all other consequential damages that may arise by the failure of such construction and/or improvements as a result of natural elements.

Ryba Marine Construction Co.

Signature _____

Zachary W. Morrish

Note: This proposal may be withdrawn by us if not accepted within 15 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____ Authorized Signature _____

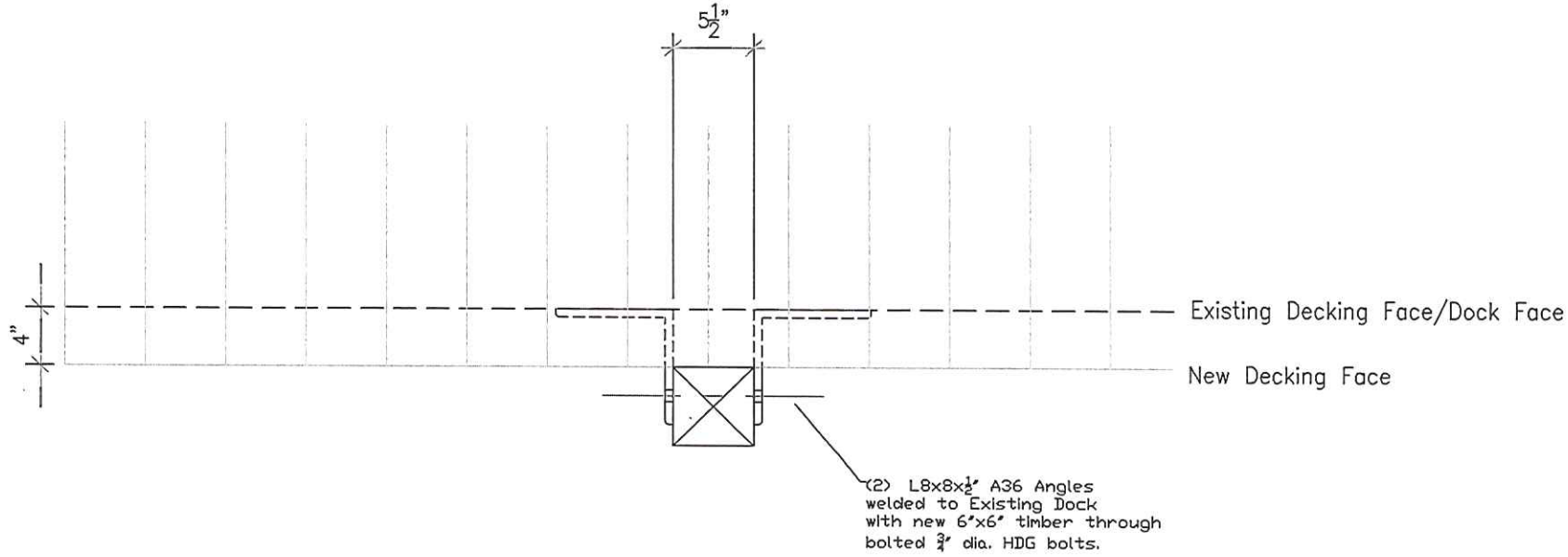
If you are in agreement with this Proposal, please sign, date and return. Upon receipt, we will sign and return one original to you. Thank you.

Mackinaw City Marina

RYBA MARINE CONSTRUCTION CO.
520 NORTH MAIN ST, SUITE 301
CHEBOYGAN, MI 49721
PH. 231-627-4333

XX-XX-XX

	DATE: 10-5-16	XX-XX-XX



Note:
Existing Stringers to be replaced to match existing.

DEPARTMENT OF MANAGEMENT AND BUDGET
Facilities Administration

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies to the best of its knowledge and belief that, within the past three (3) years, the vendor, an officer of the vendor, or an owner of a 25% or greater interest in the vendor:

(a) Has not been convicted of a criminal offense incident to the application for or performance of a contract or subcontract with the State of Michigan or any of its agencies, authorities, boards, commissions, or departments.

(b) Has not been convicted of a criminal offense which negatively reflects on the vendor's business integrity, including but not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, negligent misrepresentation, price-fixing, bid-rigging, or a violation of state or federal anti-trust statutes.

(c) Has not had a loss or suspension of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

(d) Has not been convicted of a criminal offense or other violation of other state or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of DMB indicates that the vendor is unable to perform responsibly or which reflects a lack of integrity that could negatively impact or reflect upon the State of Michigan, including but not limited to, any of the following offenses under or violations of:

i. The Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.101 to 324.90106.
ii. A persistent and knowing violation of the Michigan Consumer Protection Act, 1976 PA 331, MCL 445.901 to 445.922.
iii. 1965 PA 166, MCL 408.551 to 408.558 (law relating to prevailing wages on state projects) and a finding that the vendor failed to pay the wages and/or fringe benefits due within the time period required.
iv. Repeated or flagrant violations of 1978 PA 390 MCL 408.471 to 408.490 (law relating to payment of wages and fringe benefits).
v. A willful or persistent violation of the Michigan Occupational Health and Safety Act, 1974, PA 154, MCL 408.10001 to 408.1094, including: a criminal conviction, repeated willful violations that are final orders, repeated violations that are final orders, and failure to abate notices that are final orders.
vi. A violation of federal or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award and may be grounds for debarment.

Typed Name & Title of Authorized Representative

Signature of Authorized Representative Date

I am unable to certify to the above statements. My explanation is attached.

VILLAGE OF MACKINAW CITY

RESOLUTION

RESOLUTION RENEWING AGREEMENT FOR LIQUOR LICENSE INSPECTION ASSISTANCE BETWEEN THE TOWNSHIP OF MACKINAW AND THE VILLAGE OF MACKINAW CITY

WHEREAS, it is the mutual advantage and benefit of the Village of Mackinaw City and the Township of Mackinaw to render aid to each other for special events, local emergencies, or for specialized operations which require the combined forces of one or both of the governments involved, and

WHEREAS, under the provisions of Act 35 of the Michigan Public Acts of 1951 as amended (M. S. A. 5.4081 et seq.) an agreement of this type can be entered into, and

WHEREAS, the Village of Mackinaw City and the Township of Mackinaw wish to join in such a mutual agreement, and

WHEREAS, the provisions of the agreement shall extend specifically for the purpose of liquor license inspections for those establishments falling under the jurisdiction of Mackinaw Township,

NOW, THEREFORE, BE IT RESOLVED, that this agreement is hereby approved by the Village of Mackinaw City and the Village President is hereby authorized to sign said agreement on behalf of the Village of Mackinaw City.

Motion
Supported
Yeas:
Nays:
Absent:

Date: 11/17/2016

I hereby certify that the foregoing resolution was adopted by the Village Council of the Village of Mackinaw City, Michigan, in public session held November 17, 2016.

_____
Lana Jaggi, Village Clerk

AGREEMENT

THIS AGREEMENT, Made and Entered into this 17th day of November, 2016 by and between the Village of Mackinaw City and the Township of Mackinaw, all Governmental Corporations, organized and existing under and by virtue of the laws of the State of Michigan.

WITNESSETH:

WHEREAS, it is the mutual advantage and benefit of the Village of Mackinaw City and the Township of Mackinaw to render aid to each other for special events, local emergencies, or for specialized operations which require the combined forces of one or both of the governments involved; and

WHEREAS, the parties are authorized to enter into this Agreement by virtue of the provisions of Act 35 of the Michigan Public Acts of 1951, as amended, being M. S. A. 5.4081, et seq; Now, Therefore,

IN CONSIDERATION of their mutual covenants, the parties hereto agree as follows:

1. The Mackinaw City Police Department, a recognized law enforcement agency in the State of Michigan, shall provide a specific service to the Township of Mackinaw, County of Cheboygan.

2. This specific service shall be to perform monthly liquor license inspections inside the territorial boundaries of the Township of Mackinaw for those licensed liquor establishments located in the jurisdiction of the Township of Mackinaw according to the Mackinaw Township Liquor Control Ordinance using the State of Michigan Liquor Control Commission authorized form (LC-690-3) or a similar form approved by the Mackinaw City Chief of Police.

3. The power bestowed upon the police officers conducting these inspections shall be from the Township of Mackinaw solely for the purpose of performing this service under MCLA 436.1217.

4. Liquor inspection forms shall be submitted quarterly to the Mackinaw Township Clerk. These forms shall also be accompanied by the quarterly invoice.

5. Payment for this service shall be made quarterly from the Township of Mackinaw to the Village of Mackinaw City for the amount of $200.00 per quarter for a total yearly payment of $800.00.

6. Infractions found during an inspection shall be reported to the Mackinaw City Chief of Police who will then notify the Township of Mackinaw Clerk.

7. It is mutually understood and agreed that each of the contracting governmental agencies, their officers and employees, in the carrying out of this Agreement are engaged in a governmental function and are acting pursuant to and under authority granted by Act 35 of the Michigan Public Acts of 1951, as amended, being M. S. A. 5.4081, et seq.

8. This Agreement shall not be construed as or deemed to be an Agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action hereunder for any cause whatsoever. Any services performed or expenditures made in connection with furnishing this service under this Agreement by either party hereto shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of such party.

9. Any party to this Agreement may withdraw at any time, upon thirty (30) days written notice to the other party.

10. The Clerk of each member governmental unit shall furnish a certified copy of its resolution approving this Agreement to each of the governmental corporations. Each resolution shall become effective as and between the member governmental corporations who exchange resolutions upon the date of such exchange and upon execution of this Agreement.

11. This Agreement shall be for a period of three (3) years from and after the date of approval by all member governmental corporations and shall remain in full force and effect unless terminated by a member governmental corporation as hereinbefore stated.

IN WITNESS WHEREOF, This Agreement has been executed the day and year first above written by the parties hereto through their respective Presidents, Mayors or Supervisors first thereunto duly authorized by their respective governing bodies.

WITNESSES:

Village of Mackinaw City

_____

_____ By _____
President

Township of Mackinaw

_____

_____ By _____
Supervisor

VILLAGE COUNCIL
VILLAGE OF MACKINAW CITY
Cheboygan and Emmet Counties, Michigan

Trustee _____ supported by Trustee _____, moved the adoption of the following Ordinance:

ORDINANCE NO. _____

AN ORDINANCE ADDING SECTION 12.470 TO THE COMPILED CODE OF THE VILLAGE OF MACKINAW CITY TO AUTHORIZE THE PUBLIC CONVEYANCE OF REAL ESTATE

The Village of Mackinaw City ordains:

Sec. 1. Amendment of Compiled Code. Section 12.470 is added to the Compiled Code of the Village of Mackinaw City to read as follows:

Sec. 12.470. Public Sale Ordinance.

In accordance with Section 4 of the General Law Village Act, 1895 PA 3, MCL 67.4, the Village of Mackinaw City ordains to convey real estate by way of public sale to Emmet County, Michigan, for the purchase price of less than $100.00, said real estate being legally described as follows:

W ½ of SEC EXC PT LYING W OF RR, ALSO EXC HWY US 31 SECTION 1, T38N,R4W.287.3 AC M/L

Parcel 2: ALL THAT PART OF SE 1/4 LYING E OF RR R.O.W. SECTION 2, T38N, R4W

Sec. 2. Effective Date. This ordinance shall take effect immediately upon its publication in a newspaper circulated within the Village.

Yeas: Trustees _____

Nays: Trustees_____

Abstain: Trustees _____

Absent: Trustees _____

Ordinance declared adopted.

_____ _____
Robert Heilman, Village President Lana Jaggi, Clerk

CERTIFICATION

As the Clerk of the Village of Mackinaw City, Michigan, I certify this is a true and complete copy of an ordinance adopted at a meeting of the Village Council held on _____, 2016, with notice provided as required by law.

_____, 2016

_____
Lana Jaggi, Clerk

Special Events for Council November 17, 2016

1. 2016-SE-077-St. Ignace Visitors Bureau-Antique Snowmobile Bridge Crossing-December 17, 2016- (The snowmobiles have wheels on them.) The event will take place at the entrance to the Fort, traveling south on Nicolet to the Bridge approach, then north to St. Ignace. All department heads have signed off except for Mr. West. (Marina is closed) Also attached are letters of support from the City of St. Ignace and The Mackinac Bridge Authority. A signed permit from the MISPC and a certificate of liability insurance are in the works. I will have them for you before the meeting. Thank you-Janelle

2016-SE-077

To Admin. Staff: _____
To Council: 11-17-16
Decision: ☐ Approved ☐ Denied
Minutes to Applicant: _____

SPECIAL EVENT APPLICATION
VILLAGE OF MACKINAW CITY
102 S. HURON AVENUE, MACKINAW CITY, MI 49701
(231) 436-5351

Must be filled out in its entirety and returned to the Village Clerk's Office 45 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: St. Ignace Visitors Bureau TELEPHONE: 906-643-6950
MAILING ADDRESS: 6 Spring St. Ste 100 St. Ignace, MI 49781
CONTACT NAME: Quincy Westhuis TELEPHONE: —
E-MAIL ADDRESS: quincy@stignace.com CELL PHONE: 616-610-9178

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Quincy Westhuis TELEPHONE: —
E-MAIL ADDRESS: quincy@stignace.com CELL PHONE: 616-610-9178

EVENT INFORMATION

NAME OF EVENT: Snowmobile Crossing - Antiques - Wheeled
PURPOSE OF EVENT: to bring tourism to the straits area.

☒ Non-Profit ☐ For-Profit ☐ Village Operated/Sponsored ☐ Co-Sponsored
☐ Marathon/Race ☐ Festival/Fair ☐ Arts & Crafts Show ☐ Other _____

DATE(S): December 17 FROM 8 ☒ A.M. ☐ P.M. TO 11 ☒ A.M. ☐ P.M.
_____ FROM _____ ☐ A.M. ☐ P.M. TO _____ ☐ A.M. ☐ P.M.
_____ FROM _____ ☐ A.M. ☐ P.M. TO _____ ☐ A.M. ☐ P.M.
_____ FROM _____ ☐ A.M. ☐ P.M. TO _____ ☐ A.M. ☐ P.M.
RAIN DATE(S): N/A FROM _____ ☐ A.M. ☐ P.M. TO _____ ☐ A.M. ☐ P.M.
_____ FROM _____ ☐ A.M. ☐ P.M. TO _____ ☐ A.M. ☐ P.M.

EVENT LOCATION: staging in Colonial Michilimackinac park, crossing bridge
ESTIMATED NUMBER OF ATTENDEES: ~~2000~~ less than 100
WILL YOU UTILIZE SHOWERS: ☐ Yes ☒ No
ESTIMATED NUMBER OF VOLUNTEERS: 10
ESTIMATE DATE/TIME FOR SET-UP: 8 am on 12/17 ☐ A.M. ☐ P.M.
ESTIMATE DATE/TIME FOR CLEAN-UP: 11 am on 12/17 ☐ A.M. ☐ P.M.

Support letters - Bridge - 11-10-16
St. Ignace - 11-10-16
MIsPC - Working
#25
Cert.

1

RECEIVED 10-21-16

2016-SE-017

PARADE PERMIT

Includes runs, walks, and other uses of the Village public right-of-way.

POLICE ESCORT NEEDED: ☐ Yes ☒ No

PARADE ROUTE PROVIDED WITH APPLICATION: ☐ Yes ☒ No

PROPOSED ROUTE: route map included, but this is a crossing, not a parade. Machines will head south on Nicolet then get on bridge ramp (I-75 N) at Jamet St.

Date and time Parade will start: 10 am 12/17 ☒ **A.M.** ☐ **P.M.**

Date and time Parade will end: 10:30 am 12/17 ☒ **A.M.** ☐ **P.M.**

EVENT DETAILS

SITE MAP: All applicants must provide a drawing of the event area and are due at application. Site map must be legible, be pre approved by Village Staff, and include and/or identify the following, if applicable:

- ☐ Lot lines
- ☒ Label roads and closest cross roads
- ☐ Sidewalks
- ☐ Fire Hydrants
- ☐ Locate and label buildings
- ☐ Parking lots
- ☐ Tents
- ☐ Portable Restrooms
- ☐ Ingress and egress points
- ☒ Table and chair diagram
- ☐ Placement of food vendors
- ☐ Parade Route
- ☐ Bicycle Routes (including route into and out of town)
- ☐ All proposed modifications
- ☐ All bicycle events will utilize the Village's Hike and Bike Trail

WILL MUSIC BE PROVIDED DURING THIS EVENT: ☐ Yes ☒ No

TYPE OF MUSIC PROPOSED: ☐ Live ☐ Amplification ☐ Recorded ☐ Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: N/A **END:** N/A
(NO LATER THAN 10 P.M.)

FOOD VENDORS/CONCESSIONS: (Contact Emmet or Cheboygan County Health Department)
☐ Yes ☒ No ☐ *Provide Copy of Health Department Food Service License*

WILL ALCOHOL BE SERVED AT THIS EVENT: ☐ Yes ☒ No
- ☐ *Provide Copy of Liquor Liability Insurance*
  See page 4 for required language naming the Village as an additional insured
- ☐ *Provide Copy of Michigan Liquor Control License*

If yes, describe measures to be taken to prohibit the sale of alcohol to minors:_____

COPY OF LIABILITY INSURANCE PROVIDED WITH APPLICATION: ☒ Yes ☐ No
Date insurance binder provided:_____
See page 4 for required language naming the Village as an additional insured

WILL FIREWORKS BE APART OF EVENT: ☐ Yes ☒ No
- ☐ *Provide Copy of Liability Insurance*
- ☐ *Provide Copy of Fireworks Permit*
  See page 4 for required language naming the Village as an additional insured

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EVENT SIGNAGE: Village Council approval is required for any temporary signing in the public right-of-way, across a street or on Village property. Which of the following signs are requested for this event:

☐ **"YARD" SIGNS** - Number requested: 0 (Maximum size is 2' x2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

☐ **SIGNAGE AT EVENT SITE** - Location(s): none

Description of signs:
(Signs at event site cannot be displayed prior to day of the event and must at the end of the event.)

VENDOR PARKING: Have you made arrangement for vendor parking? ☐ Yes ☒ No
If yes, where do you propose your vendors park? N/A

EVENT LONG TERM PARKING: Will there be long term parking? ☐ Yes ☒ No
If yes, from date N/A to ending date: N/A
Long term parking identified on the site map? ☐ Yes ☒ No

OVERNIGHT CAMPING: Will there be camping over night? ☐ Yes ☒ No
Name of Facility where camping: N/A
If yes, from date: N/A to ending date: N/A
Camp sites identified on the site map? ☐ Yes ☒ No

TENTS/CANOPIES/MISC: The Village of Mackinaw City does have tables and/or chairs available for rental. You will need to provide a diagram of the area for set up. Will the following be constructed or located in the event area?:

☐ **BOOTHS – QUANTITY** 0
Size N/A
☐ **AWNINGS – QUANTITY** 0

☐ **TENTS – QUANTITY** 1 (10X10)
☐ **CHAIRS – QUANTITY** 2
☐ **TABLES – QUANTITY** 1

Seating diagram for booths, awnings, tables and chairs provided with application: ☒ Yes ☐ No

PORTABLE RESTROOMS/TOILETS
Have you made arrangements to provide portable restroom facilities at your event? ☐ Yes ☒ No
If yes, total number of portable toilets: N/A Number of ADA accessible portable toilets: N/A
If no, explain: park has restrooms and requested no portable facilities
Restroom Company Name: N/A
Address Street: —
City: — State: — Zip: —
Telephone Day: — Evening: — Fax: — Cell: —
Equipment set up: Date: — Time: —
Equipment pick up: Date: — Time: —
Portable restrooms identified on the site map? ☐ Yes ☒ No

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APPLICATION CHECK LIST

copy of bridge authority permission can be provided as well.

A = Applicant V = Village

A	V	
☒	☐	Completed Application
☒	☐	Special Event Fee received on _____, receipt no _____ amount: $ 25
☒	☐	Event Map Received (includes detailed event layout for vendors, booths, portable restrooms, fire hydrants, parking, ingress, egress, roads, sidewalks, table and chair diagram, etc.)
☐	☐	Bicycle Route Map (use of the Mackinaw City Bike Trail is required)
☒	☐	Certificate of Insurance (listing the Village of Mackinaw City, its Village Council, Boards and Commissions, Citizens, Employees and Agents, 102 S. Huron Avenue, Mackinaw City, MI 49701 as an additional insured) will provide in a few days
☐	☐	Ambulance Standby included with Application paid on _____, receipt no. _____ amount $_____
☐	☐	Fireworks Permit (if applicable)
☐	☐	Michigan Liquor Control Commission Special Event License (if applicable)
☐	☐	Health Department Food Service License (if applicable)

If document is missing, please explain: not needed

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverage deemed necessary for the event, naming the Village of Mackinaw City, its Village Council, Boards and Commissions, Citizens, Employees and Agents, 102 S. Huron Avenue, Mackinaw City, MI 49701, as an additional insured on all applicable policies and submit the certificate to the Village Clerk's Office no later than thirty (30) days prior to the event.

Comply with all Village Ordinances and Policies and applicable State laws, and acknowledges that the special event permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the Village's review of this application. The applicant and sponsoring organization understand that it may be necessary to meet with Village staff during, as well as after the event, for the review of this application and that Village Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Cheboygan or Emmet County Health Department to secure all permits required for this event.

Applicant further agrees to defend, indemnify and hold harmless the Village of Mackinaw City, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury,

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including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the Village of Mackinaw City or by third parties, or by the agents, servants, employees or factors of any of them.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

The Village of Mackinaw City expressly reserves the right in its sole discretion to cancel a private event for Village purposes and the Site user agrees, as a term of its use of a site, to release and waive all claims of any kind (including a claim for consequential damages), against the Village, its officers of employees arising out of cancellation of the user's event.

Is this an annual event? ☒ Yes ☐ No
Is this event expected to occur next year? ☒ Yes ☐ No
How many years has this event occurred? 0, this is first year

Quincy A. Westhuis
Applicant Signature

10-31-16
Date

Print name of applicant: Quincy Westhuis

VILLAGE USE ONLY – *Department representative please initial if approved*

[///] **DPW** [GW] **FACILITY SERVICES**
[PW] **POLICE** [FWT] **FIRE** [ ] **AMBULANCE**
[ ] **RECREATION**

VILLAGE COUNCIL COUNCIL APPROVAL DATE:_____

CONDITIONS, IF ANY:_____

_____

_____

AUTHORIZED BY:_____ **DATE:**_____
VILLAGE MANAGER

Forms/SEA 02 20 12

2016-SE-077

MACKINAC ISLAND STATE PARK COMMISSION

Island activity:
PO Box 370
Mackinac Island, MI 49757
(906) 847-6607

Mainland activity:
PO Box 873
Mackinaw City, MI 49701
(231) 436-4205

APPLICATION FOR GROUP ACTIVITY PERMIT

Application Date 10/25/16 Activity Date 12/ Activity Time _____

Group Name (Permittee) St. Ignace Visitors Bureau

Person Filing Application Quincy Westhuis

Address 6 Spring St. St. Ignace MI 49781 Telephone 906-643-6950

Activity Type Bridge Crossing

Location Colonial Michilimackinac Group Size 7100

Contact Person During Activity Quincy Westhuis

Special Requirements we would like to be able to have the location plowed if there is snow.

The Commission has established a $75.00 Group Activity Permit Application fee for the purpose of administration and oversight of the program effective October 1, 2005 and a fee of $150.00 for weddings requiring a Group Activity Permit.

Liability: In filing application for a group activity permit, the permittee assumes responsibility for injury or damage of any kind to person or property (regardless of who may own the property) arising out of or suffered through any act of commission or omission of the permittee, its employees, agents, contractors, volunteers or guests in connection with its use of Mackinac State Historic Parks (MSHP) facilities. The permittee agrees to indemnify and hold harmless the State of Michigan and Mackinac Island State Park Commission for all damages, claims, losses, expenses, or other liability due to personal injury or death, or damage to property of others, arising out of or suffered through any act or omission of the permittee, its employees, agents, contractors, volunteers or guests, in connection with its use of MSHP facilities.

Permittee Authorized Signature Quincy A. Westhuis

FOR OFFICE USE ONLY AMOUNT PAID $ _____

Application Approved ☐ Yes ☐ No Date approved _____

Special Requirements _____

By: _____
Name: Park Manager or Assistant Park Manager

For any race, run, or similar activity within the park:

_____
Director Approval Required

Rev. 04/10 Copy to administrative office: Date _____

2016-SE-077

Google Maps

kmt in parking lot. 10x10

route of crossing

St. Ignace, Michigan 49781
396 N. State Street
(906) 643-9671

Village of Mackinaw City
102 S. Huron Street
Mackinaw City, MI 49701

November 1, 2016

The City of St. Ignace is happy to support the Antique Snowmobile Crossing event on December 17, 2016 scheduled to cross the Mackinac Bridge at 10a.m.

Sincerely,

Les Therrian,
St. Ignace City Manager

LT/ht

STATE OF MICHIGAN
RICK SNYDER, Governor

MACKINAC BRIDGE AUTHORITY

N415 I-75 ST. IGNACE, MICHIGAN 49781 906-643-7600 FAX: 906-643-7668

WILLIAM H. GNODTKE, CHAIRMAN
BARBARA J. BROWN, VICE CHAIR
PATRICK F. GLEASON
R. DAN MUSSER, III
KIRK T. STEUDLE, P.E.,
DIRECTOR

BARBARA J. ARENS, P.E.
MATTHEW E. MCLOGAN
Nick Khouri, TREASURER
ROBERT J. SWEENEY, P.E.
EXECUTIVE SECRETARY

November 9, 2016

St. Ignace Area Visitor's Bureau
6 Spring St.
St. Ignace, Michigan 49781

Dear event organizer:

This letter is to confirm the special event sponsored by your organization that involves crossing the Mackinac Bridge. The following event is approved for the year 2016.

Antique Snowmobile Crossings - Saturday, December 17, 2016

You agreed to notify the Mackinaw City Police Department and St. Ignace Police Department if needed to assist with traffic control.

We look forward to working with you during this event. If you have any questions, please contact me at 906-643-7600.

Sincerely,

Robert J. Sweeney, P.E.
Administrator

cc: Dean Steiner