



**CITY COUNCIL AGENDA
APRIL 13, 2020 – 7:00 P.M.**

NOTICE:

This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

Join online by visiting:
<https://zoom.us/j/960744160>

Join by phone by dialing:
(312) 626-6799
-or-
(646) 518-9805

Then enter “Meeting ID”:
960 744 160

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - A. **Regular City Council Meeting of March 11, 2020 (ROLL CALL)**
4. MAYOR’S COMMENTS
5. CITY MANAGER’S COMMENTS
6. AGENDA CHANGES (ADDITIONS/DELETIONS)
7. GUEST SPEAKERS:
 - A. **Lt. Brett Ensfield – Allegan Co. Sheriff Department**
8. PUBLIC COMMENT *Agenda Items Only (Limit 3 minutes) Use the “raise hand” button in the participants screen in the Zoom interface or enter *9 if you are calling in by phone to raise hand.*
9. REQUESTS FOR PAYMENT
 - A. **Approval of Accounts Payable (ROLL CALL)**
10. INTRODUCTION OF ORDINANCES:
11. PUBLIC HEARINGS: **None**
12. UNFINISHED BUSINESS: **None**
13. NEW BUSINESS
 - A. **Resolution No. 200413-A – Saugatuck Township Fire District’s Request to Construct Dock for Emergency Services (ROLL CALL)**
 - B. **Resolution No. 200413-B – Authorizing Sale of City Personal Property without Competitive Bidding (ROLL CALL)**
 - C. **Department of Public Works Services – Postpone Spring Curbside “Junk Pickup” Services (ROLL CALL)**
14. CONSENT AGENDA: **None**
15. PUBLIC COMMENTS *(Limit 3 minutes) Use the “raise hand” button in the participants screen in the Zoom interface or enter *9 if you are calling in by phone to raise hand.*
16. COMMUNICATIONS:
 - A. **City of Saugatuck Recognized as 2019 Tree City USA – Accept as information**
17. BOARDS, COMMISSIONS & COMMITTEE REPORTS: **NONE**
18. COUNCIL COMMENTS
19. ADJOURN *(ROLL CALL)*

NOTICE

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or monica@saugatuckcity.com for further information.

Item 3.A

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, March 11, 2020,

The City Council met in regular session at 7:00 p.m. at City Hall, 102 Butler Street, Saugatuck, Michigan.

1. **Call to Order** by Mayor Trester at 7:00 p.m.
2. **Pledge of Allegiance**
3. **Attendance:**
Present: Bekken, Leo, Lewis, Verplank, & Trester
Absent: Johnson, Peterson
Others Present: City Manager Harrier & City Clerk Nagel

A motion was made by Bekken, 2nd by Lewis, to excuse Council Members Johnson & Peterson with prior notification. Upon voice vote the motion carried unanimously.

4. **Approval of Minutes:** A motion was made by Lewis, 2nd by Leo, to approve the February 24, 2020 regular meeting minutes as presented. Upon voice vote the motion carried unanimously.

5. **Mayor's Comments:** None

6. **City Manager's Report:** City Manager Harrier announced the following: City sponsored Army Corp of Engineering Sandbagging Technique Training; Army Cop of Engineering did site visits with property owners along Water Street and provided recommendations with regards to flooding; attended Wellhead Protection Team meeting; thanked City Clerk Nagel for efficiently run March 10, 2020 Presidential Primary Election.

City Clerk Nagel presented Council with chart illustrating election trends since March 2016 Presidential Primary and outlined some of the major concerns Clerk's around the State of Michigan are dealing with due to Proposal 18-3 changes.

7. **Agenda Changes:** (*deletion*) **8(B) – Lt. Brett Ensfield**

8. **Guest Speakers:**

- A. **Kristin Armstrong – SCA Reel to Real Film Festival:** Kristin Armstrong presented Council with an outline of the Reel to Real Film Festival scheduled for March 27-28, 2020.

- ~~B. Lt. Brett Ensfield – Allegan Co. Sheriff's Department:~~

9. **Public Comment:** Bonnie Lowe (*resident*), regarding agenda item 15(E), presented Council with an updated vendor layout for the July 4, 2020 art fair in the Village Square Park.

Betsy Gord (*non-resident*), with regards to agenda item 15(E), spoke in favor of moving the location to the Village Square Park due to high water levels and soft ground at Cook Park.

10. **Request for Payment:** A motion was made by Bekken, 2nd by Lewis, to approve the accounts payable in the amount of \$27,610.41. Upon voice vote the motion carried unanimously.

11. **Introductions of Ordinances:** None

12. **Public Hearings:** None

13. **Unfinished Business:** None

14. **New Business:**

- A. **Resolution No. 200311-A – Award Bid 2020 North Park Street Resurfacing:** A motion was made by Verplank, 2nd by Lewis, to approve Resolution No. 200311-A and award the 2020 Park Street North Resurfacing Project to Krohn Excavating, LLC in the amount of \$147,496.80. Upon roll call the motion carried unanimously.

B. Resolution No. 200311-B – Boards/Commissions Selection Policy: A motion was made by Lewis, 2nd by Leo, to approve Resolution No. 200311-B as presented. Upon roll call the motion carried unanimously.

C. Construction Engineering Services – 2020 Park Street North Resurfacing: A motion was made by Leo, 2nd by Lewis, to approve construction engineering services proposal for the 2020 Park Street North Resurfacing project in the amount of \$24,800 and authorize the document to be signed on behalf of the City by the Mayor and City Clerk. Upon voice vote the motion carried unanimously.

D. Professional Services – Downtown Riverfront High Water: A motion was made by Veplank, 2nd by Leo, to approve the professional services proposal dated February 25, 2020 from Edgewater Resources for developing a series of strategies to help the City of Saugatuck address the flooding concerns in the downtown riverfront business district and authorize the proposal be signed on behalf of the City by the Mayor and City Clerk. Upon voice vote the motion carried unanimously.

E. Professional Services – Strategic Planning/Team Building Third Party Facilitator: A motion was made by Verplank, 2nd by Leo, to approve the professional services proposal from Marilynn Semonick and authorize the proposal to be signed on behalf of the City by the Mayor and City Clerk and instruct the City Manager to organize a session date in May. Upon voice vote the motion carried unanimously.

F. Nomination of Election of Chairperson: Nomination made by Verplank for Council Member Johnson to serve as the Chairperson for Council Workshop/Meetings to be held April 9, 13, 27, 2020 in the absence of the Mayor and Mayor Pro-Tem. Upon roll call the motion carried unanimously.

15. Consent Agenda: A motion was made by Lewis, 2nd by Verplank, to approve the following consent agenda items as presented. Upon voice vote the motion carried unanimously.

A. S/D Garden Club Sign in Right-of-Way

B. SCA Real to Reel Festival Sign in Right-of-Way

C. SDABA St. Paddy’s Day Parade – March 14, 2020

D. S/D Art Club Village Square Art/Crafts Fair – July 25, 2020

E. S/D Art Club Waterfront Invitational Art/Crafts Fair – July 4, 2020

F. Cow Hill Yacht Club Venetian Festival -July 24-26, 2020

16. Public Comment: None

17. Communications:

A. Army Corps Engineering Sandbag Training – Accepted as information

B. Letter of Communication regarding Pedestrian/Cycles on Park Street – Accepted as information

18. Boards, Commissions & Committee Reports: Council received reports from the following committee(s): None

19. Council Comments: Council Member Lewis announced the SCA’s Reel to Real Film Festival is highlighted in the *Review Magazine*.

Council Member Leo thanked City Clerk Nagel for a successful election and City Manager Harrier for his efforts in getting Edgewater and Army Corp of Engineering involved with flooding concerns.

20. Adjournment: Mayor Trester adjourned the meeting at 7:50 p.m.

Respectfully Submitted,

Monica Nagel, CMC
City Clerk

Item 9.A

Vendor Name	Description	
1. ALLEGAN COUNTY NEWS		
	PRINTING	126.00
2. ALLEGAN COUNTY SHERIFF		
	DEBT CREW	360.00
	BATTERY	116.82
	DEBT CREW	60.00
	SHERIFF CONTRACT	25,725.72
	TOTAL	26,262.54
3. ALLEGAN COUNTY TREASURER		
	DRAINS AT LARGE	975.89
4. AT&T MOBILITY		
	CELL PHONES	81.40
	CELL PHONES	81.40
	TOTAL	162.80
5. BLOOM SLUGGETT PC		
	LEGAL FEES	5,231.00
6. BOAT LIFTS UNLIMITED INC		
	BOUYS INSTALL & REMOVAL	1,650.00
7. CAPITAL ONE		
	CLEANING SUPPLIES & TOOLS	95.92
8. COMCAST		
	TELEPHONES & INTERNET	284.60
9. COMPASS MINERALS AMERICA INC		
	ROAD SALT	8,456.21
10. CONSUMERS ENERGY		
	ELECTRIC	3,115.15
11. DIANNA MC GREW		
	ASSESSING SERVICES	2,611.13
12. FIRST BANK CARD		
	CITY COUNCIL	15.89
	SMALL TOOLS DPW	242.70
	TRAINING, ELECTION & SUPPLIES	1,136.34
	TOTAL	1,394.93
13. FLEIS & VANDENBRINK ENGINEERING INC		
	PARK STREET	455.83
	ENGINEERING FEES	1,502.18
	TOTAL	1,958.01
14. FRONTIER		
	OVAL BEACH	61.11
	DPW GARAGE	171.93
	DPW TELEPHONES & INTERNET	171.93
	OVAL BEACH	61.11
	TOTAL	466.08
15. GLASS IMAGES INC		
	OVAL BEACH CONCESSION WINDOWS	7,558.00
16. HOLLAND LOCK & SAFE		
	CONCESSION STAND	50.80
17. IHLE AUTO PARTS		
	PARTS	169.36
18. K&R TRUCK SALES INC		
	PARTS	85.83
19. KALAMAZOO LAKE SEWER & WATER		
	WATER & SEWER	936.66
20. MC NALLY ELEVATOR COMPANY INC		
	ELEVATOR CITY HALL	250.00

Vendor Name	Description	Amount
21. MERS	RETIREMENT	4,500.00
22. MICHIGAN GAS UTILITIES	CITY HALL	78.19
	BUTLER ST BATHROOM	126.43
	DPW GARAGE	374.48
	TOTAL	579.10
23. MICHIGAN MUNICIPAL LEAGUE	COMPENSATION STUDY	3,770.81
24. OVERISEL LUMBER COMPANY	OVVAL BEACH, PARKS & SUPPLIES	468.29
25. PETTY CASH	CANNON WHEEL REPAIR	50.00
26. PRIORITY HEALTH	HEALTH INSURANCE	6,959.13
	HEALTH INSURANCE	6,959.13
	TOTAL	13,918.26
27. REPUBLIC SERVICES	TRASH	403.25
28. SAUGATUCK DOUGLAS ART CLUB	MAYOR'S AWARD	200.00
29. SAUGATUCK DRUG	BATTERIES	2.79
30. SEPTIC TANK SYSTEMS CO INC	BUTLER STREET	175.00
31. SHELL	GASOLINE & DIESEL	728.21
32. SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	2,500.00
	COMPUTER SERVICES	564.25
	TOTAL	3,064.25
33. SMART BUSINESS SOURCE LLC	SUPPLIES	65.88
	OFFICE SUPPLIES	2.34
	TOTAL	68.22
34. STANDARD INSURANCE COMPANY	INSURANCE	343.59
35. TRUCK & TRAILER SPECIALTIES	GREASE FITTINGS	34.48
36. VALLEY CITY LINEN INC	SHOP TOWELS	38.70
37. XEROX FINANCIAL SERVICES	COPIER LEASE	451.68
TOTAL - ALL VENDORS		90,637.54
FUND TOTALS:		
Fund 101 - GENERAL FUND		77,598.11
Fund 202 - MAJOR STREETS		4,980.03
Fund 203 - LOCAL STREETS		5,181.65
Fund 661 - MOTOR POOL FUND		2,831.75
Fund 715 - ROSE GARDEN		46.00

04/07/2020 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 03/01/2020 - 03/31/2020				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
03/06/2020	DD4381(A)	BULTMAN, LINDA	PAYROLL	1,113.74
03/06/2020	DD4382(A)	HARRIER, KIRK	PAYROLL	2,158.50
03/06/2020	DD4383(A)	HERBERT, SCOTT	PAYROLL	1,586.62
03/06/2020	DD4384(A)	KAZDA, NATHAN	PAYROLL	1,136.49
03/06/2020	DD4385(A)	KERRIDGE, ADAM	PAYROLL	1,122.92
03/06/2020	DD4386(A)	NAGEL, MONICA	PAYROLL	1,801.12
03/06/2020	DD4387(A)	OSMAN, CINDY	PAYROLL	1,560.22
03/06/2020	DD4388(A)	STANISLAWSKI, PETER	PAYROLL	1,400.42
03/06/2020	DD4389(A)	WENDT, MICHAEL	PAYROLL	1,136.94
03/06/2020	EFT1262(E)	457-VALIC	PAYROLL	3,672.48
03/06/2020	EFT1263(E)	STATE OF MICHIGAN	PAYROLL	249.43
03/06/2020	EFT1264(E)	MERS HYBRID	PAYROLL	1,178.82
03/06/2020	EFT1265(E)	FEDERAL TAX DEPOSIT	PAYROLL	4,814.07
03/11/2020	16415	DAVID VAN DERKOLK	FORK LIFT MITSUBISHI	3,200.00
03/11/2020	16416	OVERISEL LUMBER COMPANY	REPAIRS & SUPPLIES	309.31
03/11/2020	16417	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	5,842.20
03/11/2020	2823(E)	CONSUMERS ENERGY	ELECTRIC	3,098.81
03/11/2020	2824(E)	FIRST BANK CARD	ELECTION, TRAINING & SUPPLIES	1,415.19
03/11/2020	2825(E)	SHELL	GASOLINE & DIESEL	1,689.21
03/11/2020	2826(E)	VALLEY CITY LINEN INC	SHOP TOWELS	16.70
03/11/2020	2827(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	451.68
03/11/2020	2828(A)	ALLEGAN COUNTY SHERIFF	DEBT CREW	236.00
03/11/2020	2829(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	2,627.98
03/11/2020	2830(A)	DO IT CORPORATION	OVAL BEACH PASSES	675.00
03/11/2020	2831(A)	ETNA SUPPLY	OVAL BEACH SWIM POLES	542.92
03/11/2020	2832(A)	FLEIS & VANDENBRINK ENGINEERING INC	PARK STREET	1,194.81
03/11/2020	2833(A)	INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	695.07
03/11/2020	2834(A)	OTTAWA AREA INTERMEDIATE SCHOOL D	PROPERTY TAXES	432.19
03/11/2020	2835(A)	SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	1,104.40
03/11/2020	2836(A)	SAUGATUCK FIRE	PROPERTY TAXES	3,139.19
03/11/2020	2837(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	584.75
03/11/2020	2838(A)	SPECTRUM PRINTERS INC	ELECTION MATERIALS	75.00
03/11/2020	2839(A)	STREAMLINE DESIGN.COM LLC	OVAL BEACH SWIM POLES	280.00
03/20/2020	DD4390(A)	BLOSE, SUSAN	PAYROLL	112.00
03/20/2020	DD4391(A)	BROCKINGTON, CATHERINE	PAYROLL	128.00
03/20/2020	DD4392(A)	BULTMAN, LINDA	PAYROLL	1,153.73
03/20/2020	DD4393(A)	HARRIER, KIRK	PAYROLL	2,158.52
03/20/2020	DD4394(A)	HERBERT, SCOTT	PAYROLL	1,651.64
03/20/2020	DD4395(A)	KAZDA, AUDREY	PAYROLL	169.55
03/20/2020	DD4396(A)	KAZDA, NATHAN	PAYROLL	1,176.48
03/20/2020	DD4397(A)	KERRIDGE, ADAM	PAYROLL	1,518.90

04/07/2020 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 03/01/2020 - 03/31/2020				
Check Date	Check	Vendor Name	Description	Amount
03/20/2020	DD4398(A)	KNOBLAUCH, MYRA	PAYROLL	98.00
03/20/2020	DD4399(A)	LEO, NICHOLAS	PAYROLL	87.10
03/20/2020	DD4400(A)	LEWIS, LEIGH	PAYROLL	97.56
03/20/2020	DD4401(A)	MATTERN, MICHAEL	PAYROLL	112.00
03/20/2020	DD4402(A)	NAGEL, MONICA	PAYROLL	1,606.23
03/20/2020	DD4403(A)	OSMAN, CINDY	PAYROLL	1,405.22
03/20/2020	DD4404(A)	SANFORD, MARGARET	PAYROLL	98.00
03/20/2020	DD4405(A)	STANISLAWSKI, PETER	PAYROLL	1,400.43
03/20/2020	DD4406(A)	VLASITY, KEN	PAYROLL	264.30
03/20/2020	DD4407(A)	VLASITY, STEFFANIE	PAYROLL	92.55
03/20/2020	DD4408(A)	WENDT, MICHAEL	PAYROLL	1,176.94
03/20/2020	DD4409(A)	WESSEL, LEWIS	PAYROLL	163.51
03/20/2020	EFT1266(E)	457-VALIC	PAYROLL	3,672.48
03/20/2020	EFT1267(E)	STATE OF MICHIGAN	PAYROLL	249.43
03/20/2020	EFT1268(E)	MERS HYBRID	PAYROLL	1,178.82
03/20/2020	EFT1269(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,111.91
03/20/2020	EFT1270(E)	MERS	PAYROLL	3,355.72
03/23/2020	2840(E)	CAPITAL ONE	CLEANING SUPPLIES & TOOLS	95.92
03/23/2020	2842(A)	ALLEGAN COUNTY SHERIFF	DEBT CREW	26,262.54
03/23/2020	2843(A)	BLOOM SLUGGETT PC	LEGAL FEES	5,231.00
03/23/2020	2844(A)	COMPASS MINERALS AMERICA INC	ROAD SALT	8,456.21
03/23/2020	2845(A)	DIANNA MC GREW	ASSESSING SERVICES	2,611.13
03/23/2020	2846(A)	GLASS IMAGES INC	OVAL BEACH CONCESSION WINDOWS	7,558.00
03/23/2020	2847(A)	K&R TRUCK SALES INC	PARTS	85.83
03/23/2020	2848(A)	SEPTIC TANK SYSTEMS CO INC	BUTLER STREET	175.00
03/23/2020	2849(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	2,500.00
03/23/2020	2850(A)	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	68.22
03/23/2020	2851(A)	TRUCK & TRAILER SPECIALTIES	GREASE FITTINGS	34.48
03/23/2020	2841(E)	MERS	RETIREMENT	4,500.00
03/31/2020	2852(E)	AT&T MOBILITY	CELL PHONES	81.40
03/31/2020	2853(E)	FRONTIER	OVAL BEACH	61.11
03/31/2020	2854(E)	FRONTIER	DPW GARAGE	171.93
03/31/2020	2855(E)	PRIORITY HEALTH	HEALTH INSURANCE	6,959.13
Total of 74 Checks:				143,633.10
Less 0 Void Checks:				0.00
Total of 74 Disbursements:				143,633.10



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: April 13, 2020

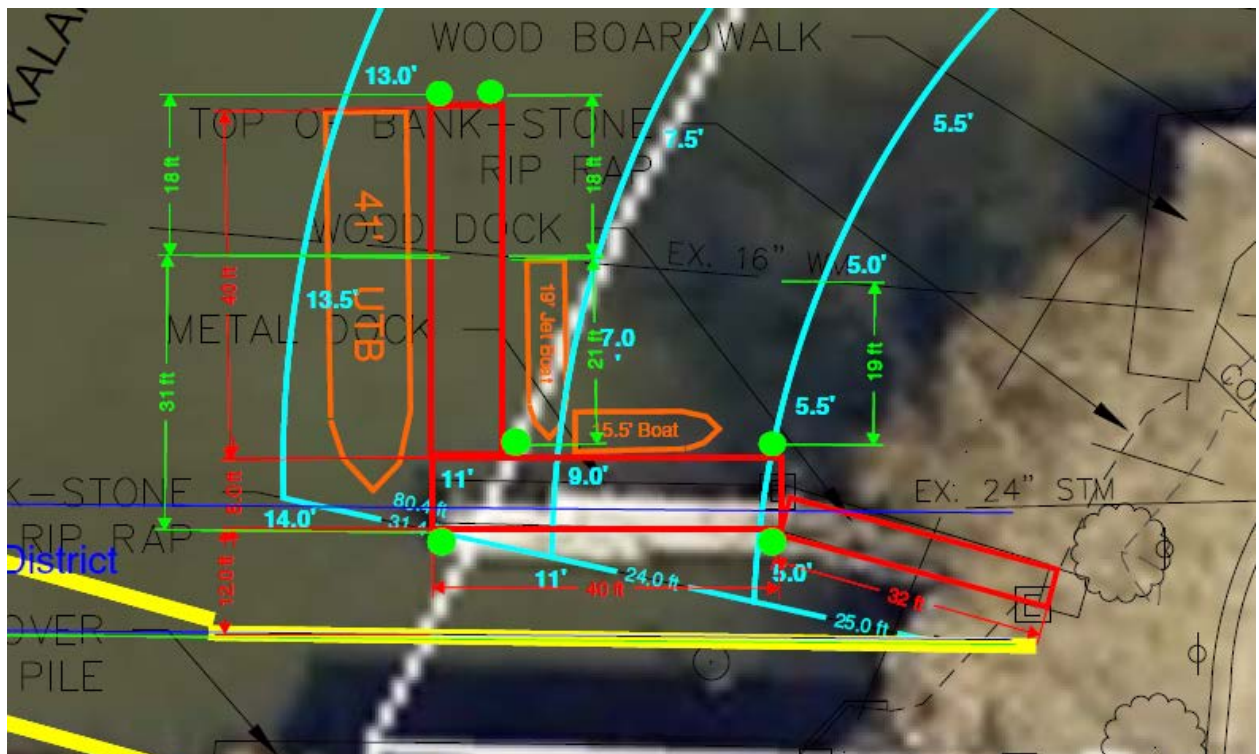
SUBJECT: Resolution No. 200413-A (Saugatuck Township Fire District's Request to Construct Dock for Emergency Services)

DESCRIPTION

The City of Saugatuck and the Saugatuck Township Fire District (STFD) recently entered into an intergovernmental agreement with respect to specifically identified land and bottomlands referenced and depicted in the agreement. Attached to this memo is a copy of the map included in the intergovernmental agreement that identifies the area.

Section 6 of the agreement provides that before the STFD may undertake any new construction, alteration, or major repair work within the premises or in the waters of the Kalamazoo River or Kalamazoo Lake within the premises, it must seek and obtain the written approval of the City. The City's attorney has prepared the attached resolution for City Council to use if so desired to grant permission for the new construction as required by the intergovernmental agreement.

The image below represents the configuration of the proposed new construction as submitted by the STFD and on file with the City Clerk.



BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Municipal Attorney, Jeff Sluggett, has prepared the attached resolution and approves as to form and content.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 200413-A (version 09805-004-00105743.3) regarding Saugatuck Township Fire District's Request to construct a dock for emergency services.

**CITY COUNCIL
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

RESOLUTION NO. 200413-A

**A RESOLUTION TO CONDITIONALLY APPROVE THE
SAUGATUCK TOWNSHIP FIRE DISTRICT'S REQUEST
TO CONSTRUCT DOCKS FOR EMERGENCY SERVICES**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

A. The City of Saugatuck (City) and the Saugatuck Township Fire District (STFD) have entered into an Intergovernmental Dockage Agreement, dated _____, 2020 (Agreement), with respect to land and bottomlands referenced and depicted in the Agreement. A copy of the executed Agreement is attached as Exhibit A to this Resolution.

B. Section 6 of the Agreement provides in relevant part that before the STFD may undertake any new construction, alteration, or major repair work within the Premises or in the waters of the Kalamazoo River or Kalamazoo Lake within the Premises, it must seek and obtain the written approval of the City.

C. The STFD has submitted to the City plans and specifications for the installation of new docks and appurtenances for the STFD's emergency rescue/patrol boats and related equipment (Project). The plans and specifications for the Project were prepared by Fleis & VandenBrink, dated _____ (F&V Project 3187), and are on file in the offices of the City Clerk (Plans).

D. The City Council has reviewed the Plans for the Project and wishes to approve the construction of the same, subject to the terms and conditions set forth in this Resolution.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The provisions set forth above are acknowledged to be accurate and are incorporated herein as if fully restated.

2. The Plans are hereby approved and the STFD is authorized to proceed to apply for and obtain all necessary permits required to construct the Project and the City Manager is authorized and directed to work with and coordinate efforts with the STFD to effectuate the construction of the Project.

3. The City's approval is contingent on the STFD, before initiating construction of the Project, obtaining and submitting to the City the following:

a. Written approval of the Plans by the City Engineer with particular attention paid to the presence of a public watermain within the Premises. All conditions recommended by the City Engineer with respect to the Project's construction, including a pre and post inspection of the watermain within the construction area, shall be complied with and any costs associated with

the City Engineer's review shall be paid by the STFD.

b. A certificate or other evidence of liability insurance in an amount of not less than \$1,000,000 which includes coverage for bodily injury and property damage and which names the City and the Kalamazoo Lake Sewer and Authority (KLSWA) as additional insureds with respect to the Project. Such insurance shall minimally apply to the STFD as well as any and all contractors, subcontractors or agents involved in the design and construction of the Project.

c. A written indemnification agreement from the STFD protecting the City and KLSWA, in a form reasonably satisfactory to the City and KLSWA, indemnifying the City and KLSWA from any claims, demands, fines, damages, etc. of any nature, arising from any and all activities associated with the construction, operation, or maintenance of the Project.

d. Written acknowledgment by the STFD that in the event that the watermain on the Premises needs to be relocated, repaired, or maintained, that the STFD will remove, uninstall and otherwise modify the Project as reasonably necessary for such purposes and that the STFD will bear all costs associated with the same.

4. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

RESOLUTION NO. _____ DECLARED ADOPTED.

Dated: _____, 2020

Signed: _____
Ken Trester, Mayor

Monica Nagel, City Clerk

CERTIFICATION

I, _____, the acting clerk (for the purpose of signatures) of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held _____, 2020, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

City Clerk



Corey J. Hughes PS
"Riparian Bottomlands and Boundary Consulting"

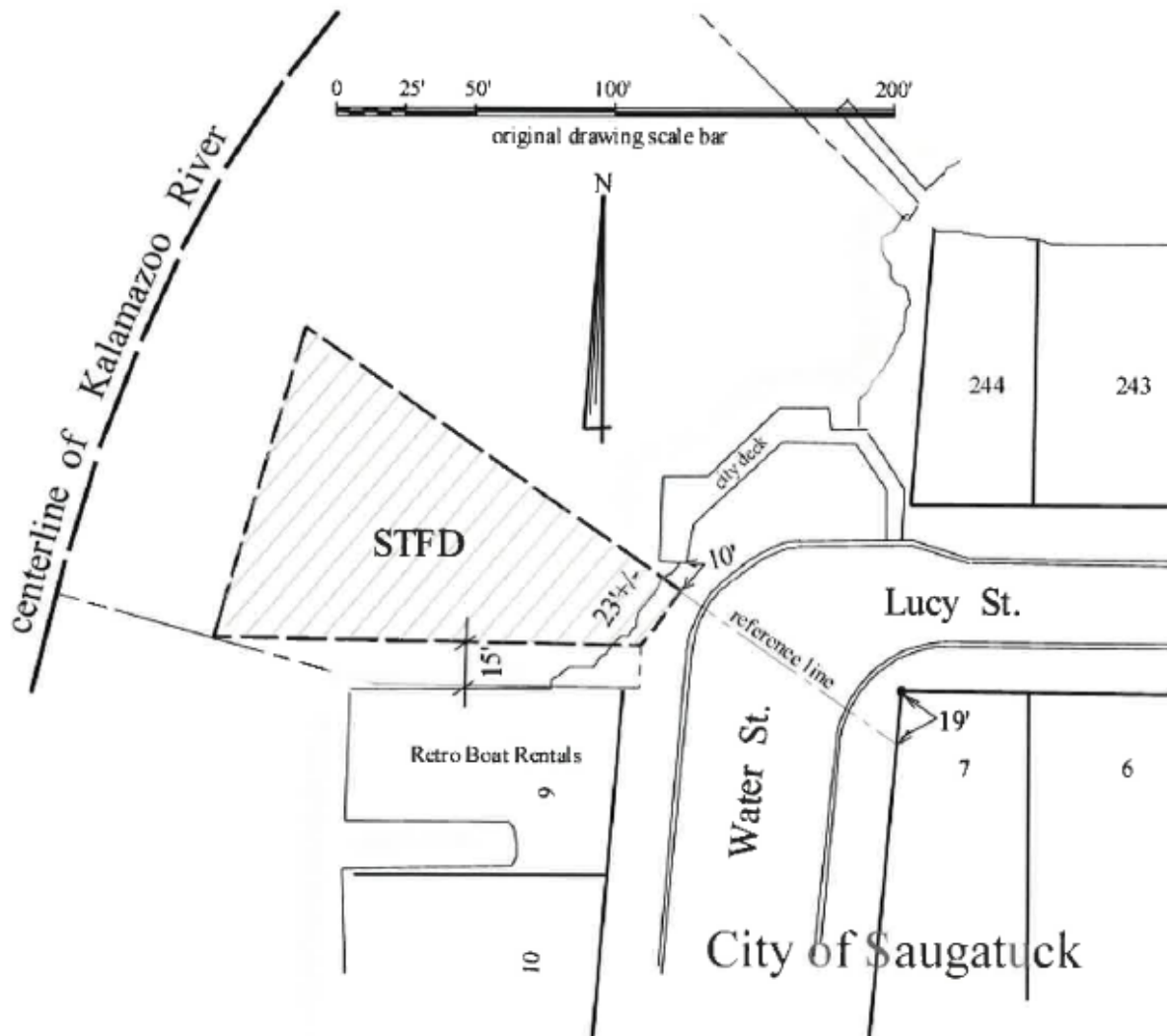
11 February 2020

CJH File No. 21January2020.1
Frontage at Water and Lucy St
Original Plat of Village of
Kalamazoo (Saugatuck)
Allegan County, Michigan

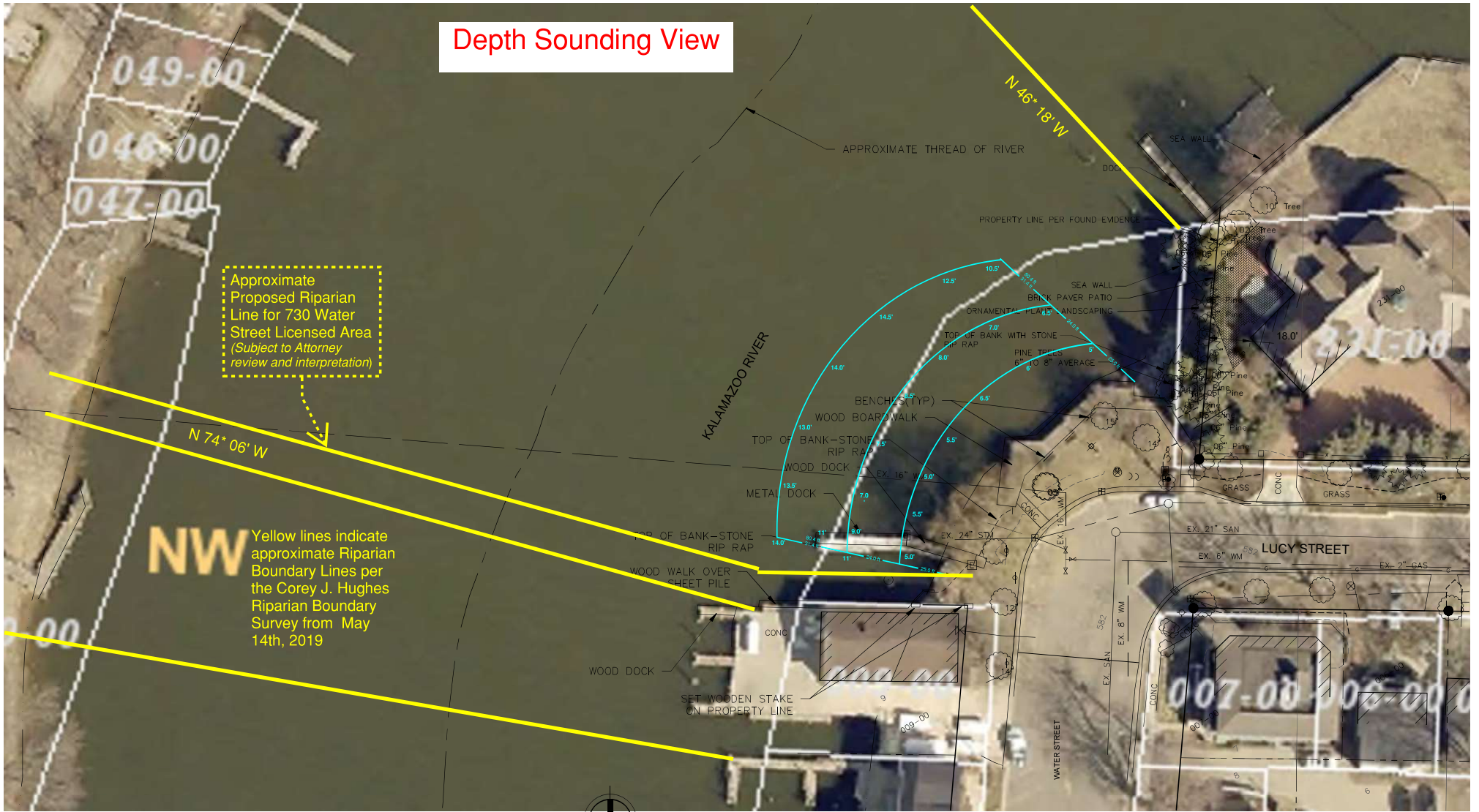
Client Representative:
Clifford Bloom
Bloom Sluggert, P.C.
15 Ionia Avenue, S.W.
Suite 640
Grand Rapids, MI 49503

Client:
City of Saugatuck
102 Butler Street
P.O. Box 86
Saugatuck, Michigan 49453

STFD
EXHIBIT 'A'



Corey J. Hughes PS (Michigan No. 20706)
"Riparian Bottomlands and Boundary Consulting"
9165 Stillwater Drive, West Olive, Michigan 49460
Phone : 231.649.4222, e-mail: ripariansurveyor@gmail.com / www.coreyhughes.com



Depth Sounding View

Approximate Proposed Riparian Line for 730 Water Street Licensed Area (Subject to Attorney review and interpretation)

NW Yellow lines indicate approximate Riparian Boundary Lines per the Corey J. Hughes Riparian Boundary Survey from May 14th, 2019

Colored Additions are to scale, and were added by Saugatuck Twp. Fire District Staff for visualization purposes on 6/5/2019

FLEIS & VANDENBRINK
DESIGN, BUILD, OPERATE.

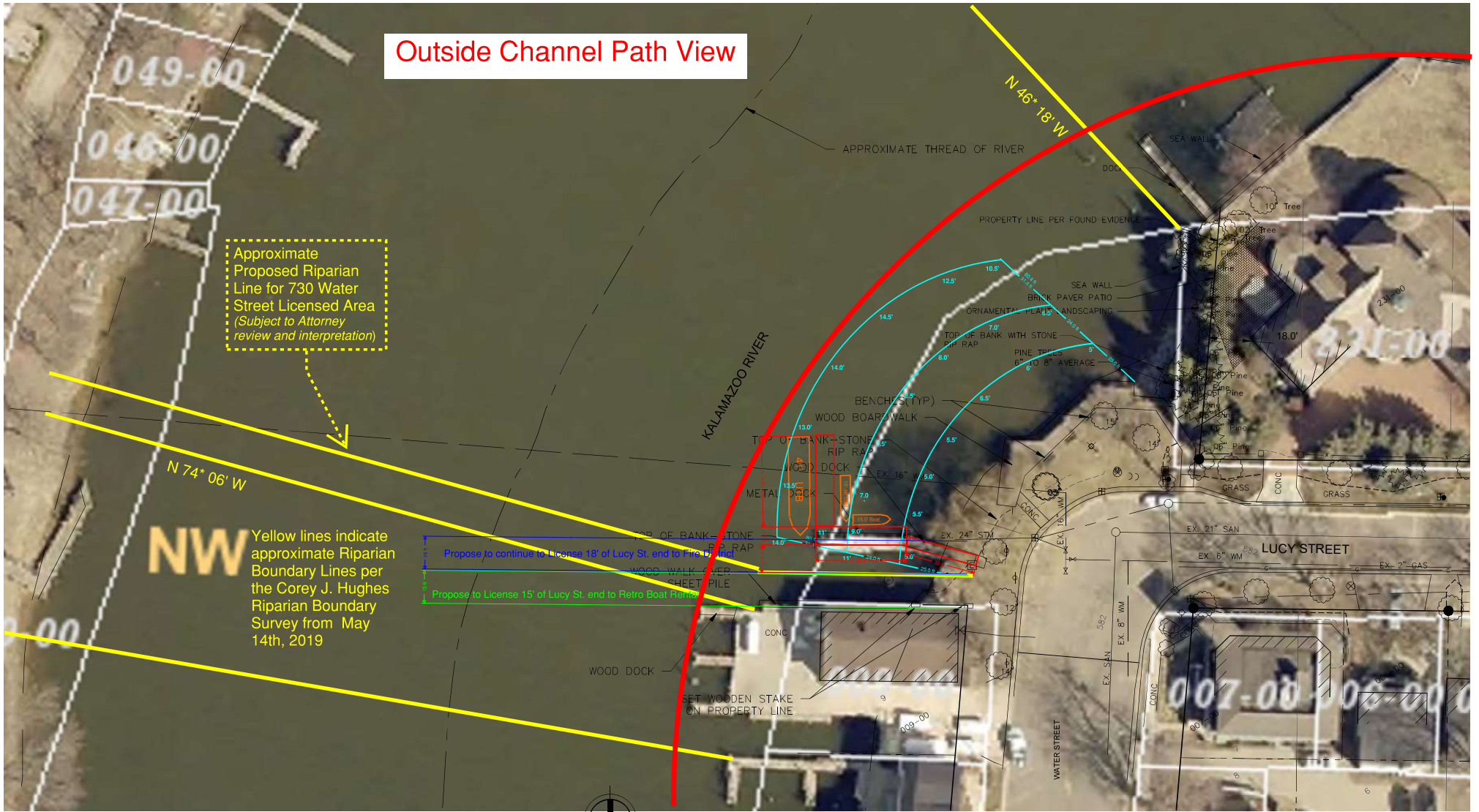
4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6972



LEGEND
● FOUND IRON STAKE
○ SET IRON STAKE

F&V PROJECT NO. 3187
WATER & LUCY ST WATERFRONT
SECTION 9, T3N, R13W
ALLEGAN CO, MICHIGAN
CITY OF SAUGATUCK
PARCEL NO./PARCEL ADDRESS

Outside Channel Path View



Approximate Proposed Riparian Line for 730 Water Street Licensed Area (Subject to Attorney review and interpretation)

NW Yellow lines indicate approximate Riparian Boundary Lines per the Corey J. Hughes Riparian Boundary Survey from May 14th, 2019

Propose to continue to License 18 of Lucy St. and to Pave Deck
Propose to License 19 of Lucy St. and to Retro Boat Ramp

Colored Additions are to scale, and were added by Saugatuck Twp. Fire District Staff for visualization purposes on 6/5/2019

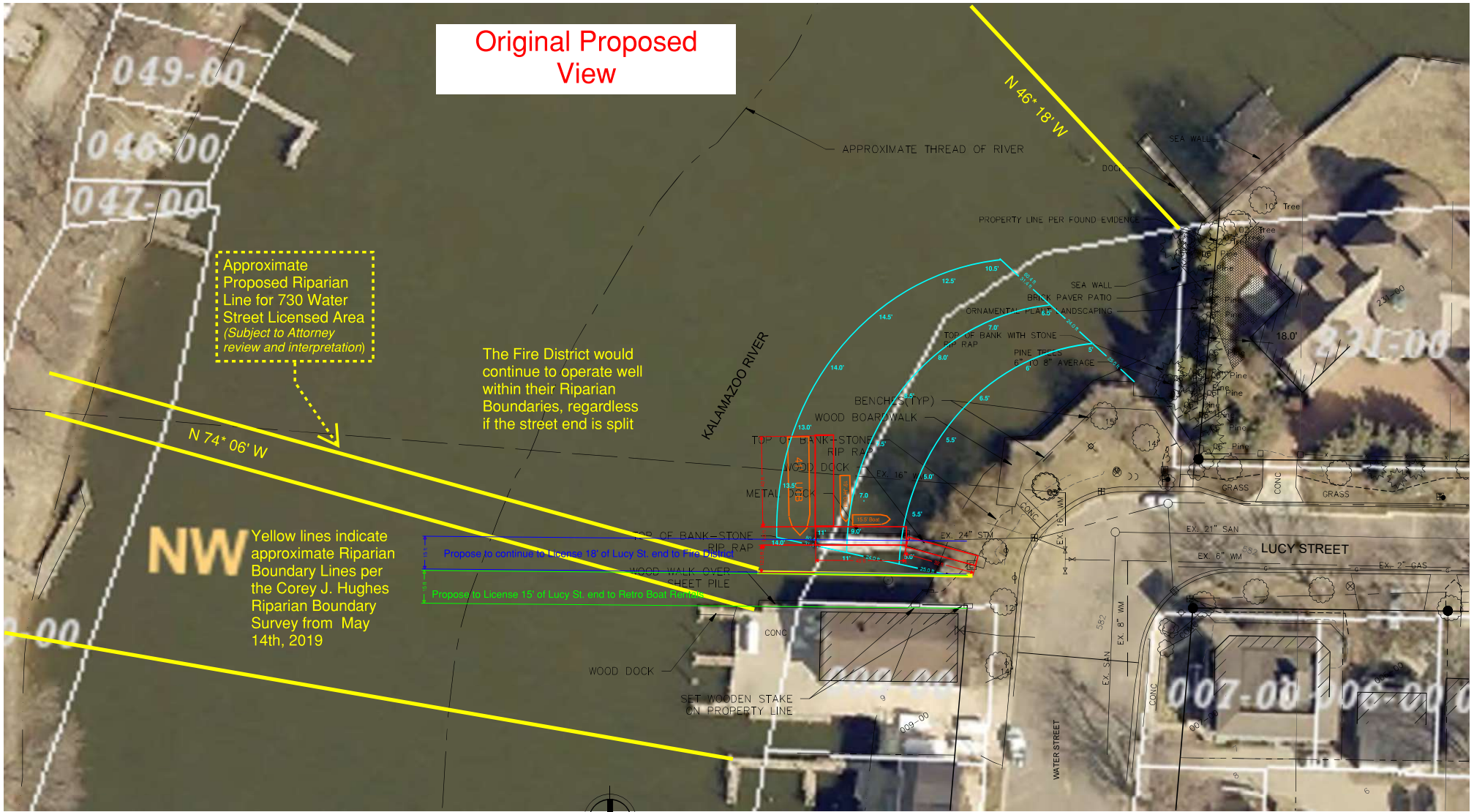


4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6972



- LEGEND**
- FOUND IRON STAKE
 - SET IRON STAKE

F&V PROJECT NO. 3187
WATER & LUCY ST WATERFRONT
SECTION 9, T3N, R13W
ALLEGAN CO, MICHIGAN
CITY OF SAUGATUCK
PARCEL NO./PARCEL ADDRESS



Original Proposed View

Approximate Proposed Riparian Line for 730 Water Street Licensed Area (Subject to Attorney review and interpretation)

The Fire District would continue to operate well within their Riparian Boundaries, regardless if the street end is split

NW Yellow lines indicate approximate Riparian Boundary Lines per the Corey J. Hughes Riparian Boundary Survey from May 14th, 2019

Propose to continue to License 18' of Lucy St. and to Fire District

Propose to License 19' of Lucy St. and to Retro Boat Rentals

Colored Additions are to scale, and were added by Saugatuck Twp. Fire District Staff for visualization purposes on 6/5/2019

FLEIS & VANDENBRINK
DESIGN, BUILD, OPERATE.

4798 Campus Drive
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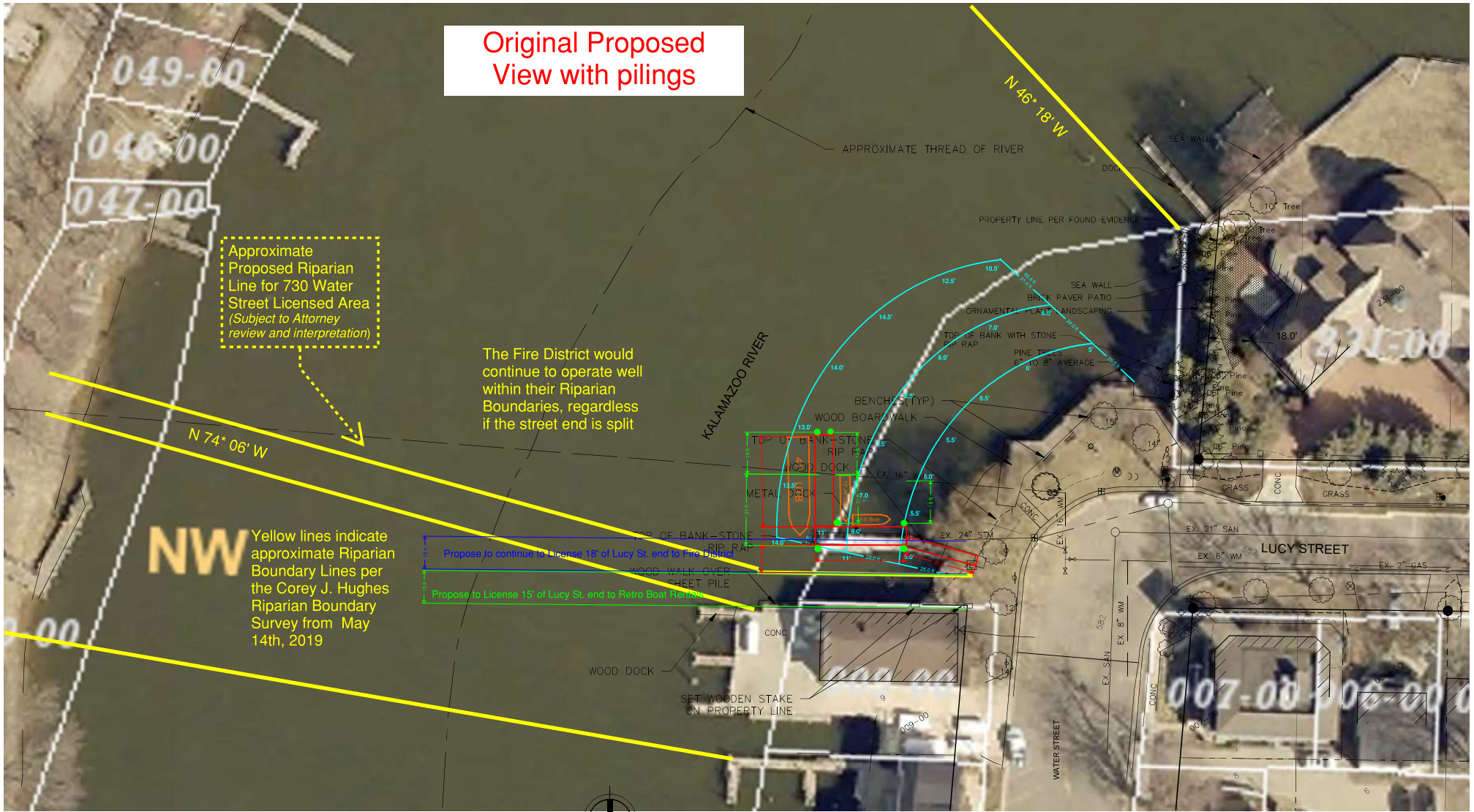
LEGEND
● FOUND IRON STAKE
○ SET IRON STAKE

F&V PROJECT NO. 3187

WATER & LUCY ST WATERFRONT
SECTION 9, T3N, R13W
ALLEGAN CO, MICHIGAN

CITY OF SAUGATUCK
PARCEL NO./PARCEL ADDRESS

SKETCH OF SURVEY



Original Proposed View with pilings

Approximate Proposed Riparian Line for 730 Water Street Licensed Area (Subject to Attorney review and interpretation)

The Fire District would continue to operate well within their Riparian Boundaries, regardless if the street end is split

NW Yellow lines indicate approximate Riparian Boundary Lines per the Corey J. Hughes Riparian Boundary Survey from May 14th, 2019

Propose to continue to License 18 of Lucy St. and to Fire District
Propose to License 19 of Lucy St. and to Retro Boat Ramp

Colored Additions are to scale, and were added by Saugatuck Twp. Fire District Staff for visualization purposes on 6/5/2019



- LEGEND**
- FOUND IRON STAKE
 - SET IRON STAKE



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: April 13, 2020

SUBJECT: Resolution No. 200413-B – Authorizing Sale of City Personal Property without Competitive Bidding

DESCRIPTION

The Saugatuck Township Fire District (STFD) has made a request to purchase a 4'x24' aluminum gangway from the City of Saugatuck for use in providing emergency services related to the department's public Fire and Rescue operations. If the STFD does not purchase the used gangway from the City, they will need to purchase a new gangway at a considerable higher cost. The STFD is requesting the City of Saugatuck sell the used gangway as an intergovernmental transaction to offset the expense to the taxpayers' within the Fire District to purchase a similar gangway new.

The gangway was previously installed for use on the dinghy dock in Coghlin Park. The City installed a new "shoppers dock" in 2019 and that dock required a different size gangway. At this time, the City Council has not identified a use for the gangway and it is being stored at the Public Works Department. The gangway was purchased by the City in 2015 for a total cost of \$5,867.48 (invoice attached). The gangway is in perfect condition and still usable. I reached out to the manufacture (Bristol Industries) on April 8, 2020 and received a verbal appraisal for the purpose of ordinance compliance and resale pricing. The manufacture advised \$3,000 would be a fair resale value for the gangway in used condition. The manufacture also stated to order the same gangway new and have it shipped would be in the \$6K+ range.



CITY ORDINANCE § 32.20 SALE OF PERSONAL PROPERTY.

Any personalty of this city no longer required for public purposes may be sold without competitive bidding by resolution of the City Council. If the value of the personalty is demonstrably less in value than \$1,000, no competitive bids or resolution is required and the City Manager may proceed to sale.

The City Council has authorized, via resolution, the sale of city owned property with a value over \$1,000 in the past without competitive bidding. In 2016 the City Council approved a resolution for the sale of a GMC 2500 truck. In 2015 the City Council approved a resolution for the sale of a John Deere 4410 tractor and a Ford bucket truck.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

Municipal Attorney, Jeff Sluggett, was contacted and confirmed that City Ordinance Section 32.20 allows for the sale of property owned by the City no longer required for public purposes without competitive bidding by resolution of the City Council.

SAMPLE MOTIONS:

- 1.) Motion to **approve** Resolution No. 200413-B authorizing sale of City personal property without competitive bidding as presented.
- 2.) Motion to **deny** Resolution No. 200413-B and direct the City Manager to sell the 2015 4'x24' Bristol Industries gangway via a public competitive bid process.

Bristol Industries of Pennsylvania Inc.

131 Old Oxford Valley Road
Langhorne, PA 19047

215-493-7230 info@bristolramp.com

Invoice

Date	Invoice #
7/6/2015	1636

Bill To
Saugatuck City Hall 102 Butler Street PO Box 86 Saugatuck, MI 49453

Ship To
Saugatuck City Hall 102 Butler Street PO Box 86 Saugatuck, MI 49453

P.O. Number	Terms	Due Date	Rep	Ship
1768	50% Down 50%...	7/6/2015	MRB	7/6/2015

Item Code	Description	Quantity	Price Each	Amount
4x24 GANG...	4x24 GANGWAY - 2" HANDRAIL, 42" UPRIGHTS, UHMW ROLLER, PIANO HINGE, TOEKICK, RUB RAIL, GRAB RAIL	1	3,972.48	3,972.48
TR4	4' TRANSITION PLATE	1	395.00	395.00
DELIVERY	DELIVERY OF PRODUCT VIA BRISTOL Shipping to be determined at time of delivery SER #: BI 51592 Deliver to: Public Works Building 3338 Blue Star Highway, Saugatuck, MI 49453		1,500.00	1,500.00

All Prices are in USD. The above prices are subject to sales tax as applicable. F.o.b. origin. Terms are 50% deposit with order (custom order deposits will be 50% non-refundable) with [Payment in full due upon delivery. Quotation is firm unless specified](#) within 15 days. Changes made to this order after processing has begun will result in a 25% charge. Bristol industry of Pa, Inc. offers a limited warranty on all man-made materials and wood products (per warranties covered by those manufacturers). Exclusion's Taxes Duties & Customs Fees if applicable, Unloading/Installation to be performed by others, Crane Operations if applicable to be performed by others. Permitting to be performed by others. Independent Weld Inspection if applicable passed on price. Signed & Stamped Engineered Drawings if applicable passed on price.

Total	\$5,867.48
Payments/Credits	\$0.00
Balance Due	\$5,867.48

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 200413-B

**A RESOLUTION AUTHORIZING THE SALE OF CITY
PERSONAL PROPERTY WITHOUT COMPETITIVE BIDDING**

At a regular meeting of the City Council for the City of Saugatuck, Michigan, held at the City Hall, Saugatuck, Michigan, on the 13th day of April 2020, at 7 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by Councilmember _____ and seconded by Councilmember _____:

RECITALS

A. Chapter 32 of the City Code of the City of Saugatuck governs the sale and disposition of City property.

B. The City owns a Bristol 4x24 aluminum gangway that was purchased in 2015 for \$5,867.48 and used at Coghlin Park as part of the original public dinghy dock that has since been replaced with a new public shoppers dock facility.

C. The Saugatuck Township Fire District has expressed interest in purchasing the Bristol 4x24 aluminum gangway from the City to be used for emergency services related to the department's public Fire and Rescue operations.

D. The City has made a reasonable attempt to determine the current value of the City property by contacting the original manufacture, Bristol Industries, and received a verbal appraisal for resale purposes for the Bristol 4x24 aluminum gangway in the amount of \$3,000.

E. Section 32.20 of the City Code authorizes the City to dispose of personal property without competitive bidding by resolution of the City Council.

NOW, THEREFORE, IT IS RESOLVED:

1. The Recitals set forth above are affirmed as correct and incorporated herein in their entirety.

2. Consistent with Section 32.20 of the City Code, the City Council hereby authorizes and directs the City Manager to take all actions necessary and advisable to effectuate the sale and disposition (which may include financing options) of the Bristol 4x24 aluminum gangway, to the Saugatuck Township Fire District in the amount of \$3,000.

4. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this _____ day of _____, 2020

Ken Trester, Mayor

Monica Nagel, City Clerk

CERTIFICATION

I, Monica Nagel, the duly appointed clerk of the City of Saugatuck, certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held _____, 2020, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended.

Monica Nagel, City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: April 13, 2020

SUBJECT: Department of Public Works Services – Postpone Spring Curbside “Junk Pickup” Services

DESCRIPTION

The City of Saugatuck provides City residents the service of curbside “junk pickup”, typically the first week of May each year. For 2020 this service is scheduled for May 4th thru the 7th. During this time, City DPW staff will pick up general household "junk" items such as couches, tables, chairs, desk, lamps, swing sets, bikes, carpeting etc. Materials NOT ACCEPTED include lead acid batteries, tires paint, yard waste, hazardous waste, appliances, etc..

Due to the safety issues related to municipal personnel handling household items and the transmission of COVID-19, the City Council discussed temporally postponing the curbside “junk pickup” services scheduled for 2020 to a later date.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** postponing the City of Saugatuck’s 2020 curb side junk pickup service an authorize the City Manager to establish another date during 2020 that does not interfere with other critical City public works operations or impact the community negatively during the tourist season.

FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Saugatuck Tree City USA®

Lincoln, Neb. (March 10, 2020) Saugatuck, Michigan, was named a 2019 Tree City USA® by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

Saugatuck achieved Tree City USA recognition by meeting the program’s four requirements: a tree board or department, a tree care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

“Tree City USA communities see the impact an urban forest has in a community first hand,” said Dan Lambe, president of the Arbor Day Foundation. “The trees being planted and cared for by Saugatuck are ensuring that generations to come will enjoy to a better quality of life. Additionally, participation in this program brings residents together and creates a sense of civic pride, whether it’s through volunteer engagement or public education.”

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, energy use, and protection from extreme heat and flooding. The Arbor Day Foundation recently launched the *Time for Trees* initiative to address these issues, with unprecedented goals of planting 100 million trees in forests and communities and inspiring 5 million tree planters by 2022. With Tree City USA recognition, Saugatuck has demonstrated a commitment to effective urban forest management and doing its part to help address these challenges for Saugatuck residents now and in the future.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.