



**CITY COUNCIL AGENDA
DECEMBER 9, 2019 – 7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
 - A. **Regular City Council Meeting of November 25, 2019**
5. MAYOR'S COMMENTS
6. CITY MANAGER'S COMMENTS
7. AGENDA CHANGES (ADDITIONS/DELETIONS)
8. GUEST SPEAKERS:
 - A. **Lt. Brett Ensfield – Allegan Co. Sheriff Department**
 - B. **Catherine Brockington & Larry Blose – S/D Library Representatives – Library Update**
9. PUBLIC COMMENT *Agenda Items Only (Limit 3 minutes)*
10. REQUESTS FOR PAYMENT
 - A. **Approval of Accounts Payable**
11. INTRODUCTION OF ORDINANCES:
12. PUBLIC HEARINGS: **None**
13. UNFINISHED BUSINESS: **None**
14. NEW BUSINESS
 - A. **Ordinance No. 191209-1 – Consumers Energy Franchise Ordinance (ROLL CALL)**
 - B. **Ordinance No. 191209-2 – Section 31.31 – Planning Commission Terms of Office (ROLL CALL)**
 - C. **Resolution No. 191209-A – 2020 Schedule of Meetings (ROLL CALL)**
 - D. **Professional Services – Tree Service Maintenance Bid Approval (VOICE VOTE)**
 - E. **Closed Session to Consider Purchase / Lease Real Property Pursuant to Section 8(d) of OMA (ROLL CALL)**
15. CONSENT AGENDA: **None**
16. PUBLIC COMMENTS *(Limit 3 minutes)*
17. COMMUNICATIONS:
 - A. **Saugatuck Fire District Letter of Communication to Friends of Blue Star Trail Regarding Blue Star Highway– Accept as information**
 - B. **Various City Boards/Commission Vacancies – Accept as information**
18. BOARDS, COMMISSIONS & COMMITTEE REPORTS
 - A. **HDC, Blue Star Trail Joint Committee**
19. COUNCIL COMMENTS
20. ADJOURN

NOTICE

This facility is wheelchair accessible with accessible parking spaces available. 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.

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, November 25, 2019

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, Johnson, Leo, Lewis, Peterson, Verplank, & Trester
 Absent: None
 Others Present: City Manager Harrier
4. **Approval of Minutes:** A motion was made by Peterson, 2nd by Lewis, to approve the November 11, 2019 regular meeting minutes as presented. Upon voice vote the motion carried unanimously.
5. **Mayor's Comments:** Mayor Trester announced the following: welcomed the two (2) newly elected Council Members Lewis and Leo; recent vandalism to Council Member Leo's vehicles will not be tolerated; thanked the Holiday Lighting Committee and Saugatuck Department of Public Works for the wonderful job in decorating downtown for the upcoming season.
6. **City Manager's Report:** None
7. **Agenda Changes:** None
8. **Guest Speakers:**
 - A. **Lt. Brett Ensfield – Allegan County Sheriff's Department:** Lt. Ensfield presented Council with the Incident Analysis Report for November 11-25, 2019.
 - B. **Phyllis Yff – Interurban Transit Authority:** Interurban Director Phyllis Yff presented to Council the Interurban Transit Authority year-in-review for the 2019 season.
9. **Public Comment:** With regards to agenda item 17(A), a letter of communication was received from Bruce & Marilyn Starring (*non-residents*) encouraging Council to renew the 2020 Lucy Street End License to the Saugatuck Township Fire District.

 With regards to agenda item 17(A), a letter of communication was received from the Saugatuck Township Fire District encouraging Council not to remove the fire boat from their current location of the Lucy Street End and are willing to work with Retro Boat Rentals so both can operate safely out of the same location.
10. **Request for Payment:** A motion was made by Johnson, 2nd by Peterson, to approve the accounts payable in the amount of \$68,331.18. Upon voice vote the motion carried unanimously.
11. **Introductions of Ordinances:**
 - A. **Chapter 31 – Section 31.31 Planning Commission Terms of Office:** A motion was made by Johnson, 2nd by Verplank, to place the proposed Ordinance Amendment to amend Section 31.31 of the Code of the City of Saugatuck on the December 9, 2019 regular city council agenda for action. Upon voice vote the motion carried unanimously.
 - B. **Table of Special Ordinances; Franchises; Consumers Energy Company Electric Franchise:** A motion was made by Verplank, 2nd by Lewis, to place the proposed Ordinance Amendment, adding a new Special Ordinance, Table I, Entitled "Table of Special Ordinances; Franchises; Consumers Energy Company Electric Franchise Ordinance" on the December 9, 2019 regular city council agenda for action. Upon voice vote the motion carried unanimously.

12. **Public Hearings:** None

13. **Unfinished Business:** None

14. **New Business:**

A. Planning Commission Council Representative Selection Appointment: A nomination made by Council Member Johnson to appoint Council Member Peterson to the Planning Commission as City Council Representative. Upon roll call the nomination carried unanimously.

B. Resolution No. 191125-A – Blue Star Trail Joint Resolution Development Committee: A motion was made by Peterson, 2nd by Lewis, to approve Resolution No. 191125-A consenting to the Mayor's appointment of Mayor Trester, Council Member Leo and Saugatuck City Manager to serve on the Blue Star Trail Joint Resolution Development Committee as presented. Upon roll call the motion carried unanimously.

15. **Consent Agenda:** None

16. **Public Comment:** None

17. **Communications:**

A. Water & Lucy Street End Licenses – Accepted as information

B. Board of Review Vacancy – Accepted as information

C. FEMA Open House – Accepted as information

D. Fleis & Vandenbrink Engineering Blue Star Trail Memo– Accepted as information

18. **Boards, Commissions & Committee Reports:** Council received reports from the following committee(s): KLSWA, Fire Board, Planning Commission

19. **Council Comments:** Council Member Lewis announced she and Council Member Leo recently met with all City Department Heads to get a better understand of departmental operations.

Council Member Leo thanked the audience for attending meeting and encouraged residents to get involved in the community by applying for openings on boards/commissions.

Council Member Johnson will be attending upcoming Michigan Municipal League trainings along with Council Members Lewis and Leo.

Council Member Peterson announced how important council project priorities are and if the community would like to see other items added to the priority list to contact council members.

Council Member Bekken thanked the audience for attending tonight's meeting and would like to see an audience at each meeting as it helps council perform better and it helps Council get a better understanding of what the communities needs.

20. **Adjournment:** Mayor Trester adjourned the meeting at 7:45 p.m.

Respectfully Submitted,

Monica Nagel, CMC
City Clerk

10A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY CLERK	NOVEMBER ELECTION	635.26
2. ALLEGAN COUNTY SHERIFF	HALLOWEEN RESERVE OFFICERS	288.00
	GLOW IN THE PARK	216.00
	TOTAL	504.00
3. ALLEGAN COUNTY TREASURER	PROPERTY TAXES	13,206.30
4. BURNETT & KASTRAN PC	LEGAL FEES	120.00
5. CONSUMERS ENERGY	ELECTRIC	3,171.94
	STREET LIGHTS	1,871.34
	TOTAL	5,043.28
6. ELF SHACK	HOLIDAY GARLAND TREES WREATHS	1,422.00
7. ELHART GMC	LIGHT REPAIR	264.53
8. FIRST BANK CARD	ELECTION TRAINING SUPPLIES	2,747.60
	TRAINING	28.64
	TOTAL	2,776.24
9. FLEIS & VANDENBRINK ENGINEERING INC	MANCHESTER DRIVE	819.75
	PARK STREET	3,294.00
	TOTAL	4,113.75
10. FRIS OFFICE OUTFITTERS	OFFICE SUPPLIES	21.18
	OFFICE SUPPLIES	41.48
	TOTAL	62.66
11. FRONTIER	OVAL BEACH 911	70.39
	DPW TELEPHONES & INTERNET	225.21
	TOTAL	295.60
12. HIGH POINT ELECTRIC	HOLIDAY LIGHTING	3,648.55
	HOLIDAY LIGHTING	2,298.25
	TOTAL	5,946.80
13. INTERNAL SOUND & COMMUNICATIONS	TELEPHONE REPAIRS	77.50
14. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	2,673.77
15. K&R TRUCK SALES INC	TOWING	276.00
16. MERS	RETIREMENT	4,500.00
17. MICHIGAN GAS UTILITIES	DPW GARAGE	159.09
	CITY HALL	73.34
	BUTLER STREET BATHROOMS	112.62
	TOTAL	345.05

Vendor Name	Description	Amount
18. OTTAWA AREA INTERMEDIATE SCHOOL DIS	SCHOOL DIS	
	PROPERTY TAXES	3,041.32
19. OVERISEL LUMBER COMPANY		
	SUPPLIES REPAIRS	639.15
20. SAUGATUCK DOUGLAS LIBRARY		
	PROPERTY TAXES	4,248.31
21. SAUGATUCK FIRE		
	PROPERTY TAXES	12,109.61
22. SAUGATUCK PUBLIC SCHOOLS		
	PROPERTY TAXES	33,541.38
23. SHELL		
	GASOLINE & DIESEL	1,338.99
24. SHORELINE TECHNOLOGY SOLUTIONS		
	COMPUTER SERVICES	626.75
25. VALLEY CITY LINEN INC		
	SHOP TOWELS	99.40
26. XEROX FINANCIAL SERVICES		
	COPIER LEASE	430.36
TOTAL - ALL VENDORS		98,338.01
FUND TOTALS:		
Fund 101 - GENERAL FUND		22,496.18
Fund 202 - MAJOR STREETS		108.05
Fund 203 - LOCAL STREETS		4,113.75
Fund 661 - MOTOR POOL FUND		2,768.49
Fund 701 - CURRENT TAX FUND		68,820.69
Fund 715 - ROSE GARDEN		30.85

12/06/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 11/01/2019 - 11/30/2019				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
11/01/2019	DD4263(A)	BULTMAN, LINDA	PAYROLL	1,131.83
11/01/2019	DD4264(A)	GOODRICH, RICHARD	PAYROLL	707.63
11/01/2019	DD4265(A)	HARRIER, KIRK	PAYROLL	2,494.41
11/01/2019	DD4266(A)	HERBERT, SCOTT	PAYROLL	1,584.02
11/01/2019	DD4267(A)	HINKLE, MARY	PAYROLL	747.19
11/01/2019	DD4268(A)	KAZDA, NATHAN	PAYROLL	1,136.36
11/01/2019	DD4269(A)	KERRIDGE, ADAM	PAYROLL	1,117.75
11/01/2019	DD4270(A)	NAGEL, MONICA	PAYROLL	1,565.37
11/01/2019	DD4271(A)	OSMAN, CINDY	PAYROLL	1,404.48
11/01/2019	DD4272(A)	STANISLAWSKI, PETER	PAYROLL	1,398.98
11/01/2019	DD4273(A)	WENDT, MICHAEL	PAYROLL	1,135.75
11/01/2019	EFT1218(E)	457-VALIC	PAYROLL	3,185.58
11/01/2019	EFT1219(E)	STATE OF MICHIGAN	PAYROLL	249.43
11/01/2019	EFT1220(E)	MERS HYBRID	PAYROLL	1,178.82
11/01/2019	EFT1221(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,392.10
11/11/2019	16330	MAYER JOHN B & VICTORIA A	2019 Sum Tax Refund 57-300-002-00	1,203.60
11/11/2019	16331	RIEKSE DICK M & LINDA S	2019 Sum Tax Refund 57-830-010-00	1,866.07
11/11/2019	16333	SERBA KEVIN L & TAMER TIMOTHY	2019 Sum Tax Refund 57-077-020-00	5,452.31
11/11/2019	16334	HUBBARD BRIAN T& DANICA L	2019 Sum Tax Refund 57-514-038-50	840.65
11/11/2019	16335	DRENTH ELAINE K	2019 Sum Tax Refund 57-080-007-00	1,020.84
11/11/2019	16336	CORAL GABLES	2019 Sum Tax Refund 57-300-903-10	482.04
11/11/2019	16337	STM PROPERTIES LLC	2019 Sum Tax Refund 57-470-004-00	8,645.70
11/11/2019	16338	SERGEANT MARINE	2019 Sum Tax Refund 57-300-903-08	176.52
11/11/2019	16339	THIEL CHAD N	2019 Sum Tax Refund 57-410-017-00	1,591.78
11/11/2019	16340	ACTION INDUSTRIAL SUPPLY CO	UNIFORMS & SAFETY EQUIPMENT	167.68
11/11/2019	16341	DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	818.17
11/11/2019	16342	HOLLAND MEDI-CENTER	DRUG TESTING	79.00
11/11/2019	16343	LANDSCAPE DESIGN SERVICES INC	ROSE GARDEN	2,695.00
11/11/2019	16344	MCKELLIPS PLUMBING INC	COUGHLIN DOCK	1,740.00
11/11/2019	16345	MICHIGAN ASSN. OF MUNICIPAL CL	CLERK DUES	60.00
11/11/2019	16346	MINER SUPPLY CO	SUPPLIES	273.00
11/11/2019	16347	OVERISEL LUMBER COMPANY	SUPPLIES	409.36
11/11/2019	16348	SAUGATUCK DRUG	SUPPLIES	3.59
11/11/2019	16349	STATE OF MICHIGAN	OVAL BEACH	142.30
11/11/2019	2669(E)	CONSUMERS ENERGY	ELECTRIC	1,200.65
11/11/2019	2670(E)	FIRST BANK CARD	SUPPLIES PARKS ELECTIONS	2,445.81
11/11/2019	2671(E)	KALAMAZOO LAKE SEWER & WATE	WATER & SEWER	2,173.23
11/11/2019	2672(E)	SHELL	GASOLINE & DIESEL	1,717.20
11/11/2019	2673(E)	VALLEY CITY LINEN INC	SHOP TOWELS	38.70
11/11/2019	2674(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	430.36
11/11/2019	2675(A)	ALLEGAN COUNTY SHERIFF	DEBT CREW	3,144.00

12/06/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 11/01/2019 - 11/30/2019				
Check Date	Check	Vendor Name	Description	Amount
11/11/2019	2676(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	3,415.47
11/11/2019	2677(A)	APPROVED FIRE PROTECTION	FIRE ALARM MONITORING CITY HALL	960.00
11/11/2019	2678(A)	BURNETT & KASTRAN PC	LEGAL FEES	360.00
11/11/2019	2679(A)	FRIS OFFICE OUTFITTERS	OFFICE SUPPLIES	288.10
11/11/2019	2680(A)	GROUNDS MANAGEMENT SOLUTIO	PARKS MAINTENANCE	1,090.00
11/11/2019	2681(A)	MICHIGAN OFFICE SOLUTIONS	COPIER USE	151.99
11/11/2019	2682(A)	MONICA NAGEL	ELECTION	83.88
11/11/2019	2683(A)	OTTAWA AREA INTERMEDIATE SCH	PROPERTY TAXES	4,070.22
11/11/2019	2684(A)	SAUGATUCK FIRE	SHORT TERM RENTAL	350.00
11/11/2019	2685(A)	SHORELINE TECHNOLOGY SOLUTIO	COMPUTER SERVICES	626.75
11/11/2019	16329	SHIP'N SHORE MOTEL & BOATEL	2019 Sum Tax Refund 57-300-903-07	474.47
11/11/2019	16332	FIFTH THIRD BANK	2019 Sum Tax Refund 57-300-903-01	510.94
11/15/2019	DD4274(A)	BLOSE, SUSAN	PAYROLL	98.00
11/15/2019	DD4275(A)	BROCKINGTON, CATHERINE	PAYROLL	120.00
11/15/2019	DD4276(A)	BULTMAN, LINDA	PAYROLL	1,171.82
11/15/2019	DD4277(A)	CARRILLO, DONNA	PAYROLL	105.00
11/15/2019	DD4278(A)	GOODRICH, RICHARD	PAYROLL	539.42
11/15/2019	DD4279(A)	HARRIER, KIRK	PAYROLL	2,872.43
11/15/2019	DD4280(A)	HERBERT, SCOTT	PAYROLL	1,649.00
11/15/2019	DD4281(A)	HINKLE, MARY	PAYROLL	579.02
11/15/2019	DD4282(A)	KAZDA, NATHAN	PAYROLL	1,176.36
11/15/2019	DD4283(A)	KERRIDGE, ADAM	PAYROLL	1,513.74
11/15/2019	DD4284(A)	KNOBLAUCH, MYRA	PAYROLL	98.00
11/15/2019	DD4285(A)	NAGEL, MONICA	PAYROLL	1,565.37
11/15/2019	DD4286(A)	OSMAN, CINDY	PAYROLL	1,404.49
11/15/2019	DD4287(A)	SANFORD, MARGARET	PAYROLL	105.00
11/15/2019	DD4288(A)	SCHMIDT, JANET	PAYROLL	112.00
11/15/2019	DD4289(A)	STANISLAWSKI, PETER	PAYROLL	1,398.97
11/15/2019	DD4290(A)	STARRING, MARILYN	PAYROLL	105.00
11/15/2019	DD4291(A)	WENDT, MICHAEL	PAYROLL	1,175.76
11/15/2019	EFT1222(E)	457-VALIC	PAYROLL	2,658.70
11/15/2019	EFT1223(E)	STATE OF MICHIGAN	PAYROLL	249.43
11/15/2019	EFT1224(E)	MERS HYBRID	PAYROLL	1,178.82
11/15/2019	EFT1225(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,513.31
11/18/2019	2686(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	3,350.00
11/25/2019	16350	ALLEGAN COUNTY NEWS	ELECTION	152.22
11/25/2019	2688(E)	CAPITAL ONE	PARKS HOLIDAY LIGHTS CITY HALL	303.37
11/25/2019	2689(E)	COMCAST	TELEPHONE & INTERNET	284.60
11/25/2019	2691(A)	ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	25,725.72
11/25/2019	2692(A)	ALLEGAN COUNTY TREASURER	TAX PAPER	34.50
11/25/2019	2693(A)	BELL EQUIPMENT CO	STREET SWEEPER	42.18
11/25/2019	2694(A)	BLOOM SLUGGETT PC	LEGAL FEES	6,680.16
11/25/2019	2695(A)	DIANNA MC GREW	ASSESSING SERVICES	2,611.13

12/06/2019 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 11/01/2019 - 11/30/2019				
Check Date	Check	Vendor Name	Description	Amount
11/25/2019	2696(A)	FLEIS & VANDENBRINK ENGINEERING	ENGINEERING FEES	4,668.80
11/25/2019	16351	CHIPS GROUNDCOVER LLC	HOLIDAY LIGHTS	12,905.00
11/25/2019	16352	DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	819.55
11/25/2019	16353	ERLANDSON CONCRETE LLC	SIDEWALKS	6,629.00
11/25/2019	16354	IHLE AUTO PARTS	PARTS OIL FILTERS	603.76
11/25/2019	16355	LANDSCAPE DESIGN SERVICES INC	ROSE GARDEN	1,280.00
11/25/2019	16356	MICHIGAN MUNICIPAL LEAGUE	CDL DRUG TESTING	375.00
11/25/2019	16357	SAUGATUCK DOUGLAS GARDEN CL	HOLIDAY LIGHTS	79.95
11/25/2019	16358	STANDARD INSURANCE COMPANY	INSURANCE	343.59
11/25/2019	2687(E)	AT&T MOBILITY	CELL PHONES	79.53
11/25/2019	2690(E)	KALAMAZOO LAKE SEWER & WATE	WATER & SEWER	1,363.12
11/29/2019	DD4292(A)	BULTMAN, LINDA	PAYROLL	1,173.36
11/29/2019	DD4293(A)	HARRIER, KIRK	PAYROLL	2,872.44
11/29/2019	DD4294(A)	HERBERT, SCOTT	PAYROLL	1,623.16
11/29/2019	DD4295(A)	KAZDA, NATHAN	PAYROLL	1,300.84
11/29/2019	DD4296(A)	KERRIDGE, ADAM	PAYROLL	1,160.53
11/29/2019	DD4297(A)	NAGEL, MONICA	PAYROLL	1,565.36
11/29/2019	DD4298(A)	OSMAN, CINDY	PAYROLL	1,404.50
11/29/2019	DD4299(A)	STANISLAWSKI, PETER	PAYROLL	1,398.98
11/29/2019	DD4300(A)	WENDT, MICHAEL	PAYROLL	1,177.42
11/29/2019	EFT1226(E)	457-VALIC	PAYROLL	2,704.58
11/29/2019	EFT1227(E)	STATE OF MICHIGAN	PAYROLL	249.43
11/29/2019	EFT1228(E)	MERS HYBRID	PAYROLL	1,178.82
11/29/2019	EFT1229(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,197.40
11/29/2019	EFT1230(E)	MERS	PAYROLL	5,033.58
11/29/2019	EFT1231(E)	MI DEPT OF TREASURY	PAYROLL	2,375.07
11/30/2019	2697(E)	CONSUMERS ENERGY	STREET LIGHTS	1,871.34
Total of 111 Checks:				201,636.71
Less 0 Void Checks:				0.00
Total of 111 Disbursements:				201,636.71



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: Introduction: November 25, 2019
Action Date: December 9, 2019

SUBJECT: Ordinance No. 191209-1: Adding a new Special Ordinance , Table I, Entitled “Table of Special Ordinances; Franchises; Consumers Energy Company Electric Franchise Ordinance.”

DESCRIPTION

See below legal review from City Attorney Jeff Sluggett.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Article VII, Section 29 of the Michigan Constitution requires that in order for a public utility to use the public’s rights of way or to offer services it must obtain a franchise from the local governmental unit. The City of Saugatuck’s current franchise with Consumers Energy to provide electric services to residents and businesses is scheduled to terminate.

In anticipation of this, Consumers submitted to the City a proposed franchise ordinance for consideration. The attached draft, which is proposed for consideration by the Council, would grant to Consumers the right to use the public rights of way and to conduct an electric business. At the City’s request, Consumers did modify provisions in its basic franchise as follows: reducing the term of the franchise from 30 to 10 years (to grant the City enhanced leverage in its dealings with the utility), providing that the City be given at least 24 hours’ notice before tree trimming activities occur except in the case of an emergency, expanding the indemnification provided by Consumers to include the City’s officers and employees, and striking language which would acknowledge a preemption of the City’s regulations in the event of a conflict with City legal requirements. Consumers will reimburse the City for its publication costs associated with the adoption and publication of the franchise ordinance.

SAMPLE MOTION:

Motion to approve/deny Ordinance No. 191209-1 adding a new Special Ordinance , Table I, Entitled “Table of Special Ordinances; Franchises; Consumers Energy Company Electric Franchise Ordinance” as presented.

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

ORDINANCE NO. 191209-1

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF SAUGATUCK BY
ADDING A NEW SPECIAL ORDINANCE, TABLE I, ENTITLED “TABLE OF
SPECIAL ORDINANCES; FRANCHISES; CONSUMERS ENERGY COMPANY
ELECTRIC FRANCHISE ORDINANCE”**

CONSUMERS ENERGY COMPANY ELECTRIC FRANCHISE ORDINANCE

AN ORDINANCE, granting to CONSUMERS ENERGY COMPANY, its successors and assigns, the right and authority to construct, maintain and commercially use electric lines and related facilities including but not limited to towers, masts, poles, crossarms, guys, wires and transformers on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local electric business in the CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN, for a period of ten years.

THE CITY OF SAUGATUCK ORDAINS:

SECTION 1. GRANT and TERM. The CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN, hereby grants to Consumers Energy Company, its successors and assigns, hereinafter called “Consumers” the right and authority to towers, masts, poles, crossarms, guys, wires and transformers on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local electric business in the CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN, for a period of ten years.

SECTION 2. CONDITIONS. No public place used by Consumers shall be obstructed longer than necessary during construction or repair, and shall be restored to the same order and condition as when work was commenced. All of Consumers’ electric lines and related facilities shall be placed as not to unnecessarily interfere with the public’s use of public places. Consumers shall have the right to trim or remove trees if necessary in the conducting of such business; provided, however, that such activities shall be preceded by not less than 24 hours’ advance notice to the City except in cases of emergency, safety issues or the restoration of power.

SECTION 3. HOLD HARMLESS. Consumers shall save the City, its officers and employees free and harmless from all loss, costs and expense to which they may be subject by reason of the negligent construction, maintenance or operation of the lines and related facilities hereby authorized. In case any action is commenced against the City on account of the permission herein given, Consumers shall, upon notice, defend the City and its representatives and hold them harmless from all loss, costs and damage arising out of such negligent construction and maintenance.

SECTION 4. EXTENSIONS. Consumers shall construct and extend its electric distribution system within said City, and shall furnish electric service to applicants residing therein in accordance with applicable laws, rules and regulations.

SECTION 5. FRANCHISE NOT EXCLUSIVE. The rights, power and authority herein granted, are not exclusive.

SECTION 6. RATES and CONDITIONS. Consumers shall be entitled to provide electric service to the inhabitants of the City at the rates and pursuant to the conditions as approved by the Michigan Public Service Commission. Such rates and conditions shall be subject to review and change upon petition to the Michigan Public Service Commission.

SECTION 7. REVOCAATION. The franchise granted by this ordinance is subject to revocation upon sixty (60) days written notice by either party. Upon revocation this ordinance shall be considered repealed and of no effect past, present or future.

SECTION 8. MICHIGAN PUBLIC SERVICE COMMISSION JURISDICTION. Consumers remains subject to the reasonable rules and regulations of the Michigan Public Service Commission applicable to electric service in the City and those rules and regulations preempt any term of any ordinance of the City to the contrary.

SECTION 9. REPEALER. This ordinance, when enacted, shall repeal and supersede the provisions of any previous Consumers' electric franchise ordinance adopted by the City including any amendments.

SECTION 10. EFFECTIVE DATE. This ordinance shall take effect the day following its publication as provided by law.

We certify that the foregoing Franchise Ordinance was duly enacted by the City Council of the CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN, on the 9th day of December, 2019.

Dated: _____

Ken Trester, Mayor

Monica Nagel, City Clerk

I, Monica Nagel, Clerk of the CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN, do hereby certify that the ordinance granting Consumers Energy Company, an electric franchise, was properly adopted by the City Council of the CITY OF SAUGATUCK, ALLEGAN COUNTY, MICHIGAN, and that all proceedings were regular and in accordance with all legal requirements.

Monica Nagel, City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Cindy Osman, Planning and Zoning

MEETING DATE: Introduction: November 25, 2019
Action Date: December 9, 2109

SUBJECT: Ordinance No. 191209-2: Section 31.31, Chapter 31 Planning Commission, Terms of office.

DESCRIPTION

While reviewing the Planning Commission ordinance in preparation for our next meeting, it was noticed that the number of Planning Commissioners in the ordinance is listed as: *"The membership of the City Planning Commission shall consist of a member of the City Council who shall be selected by the Council and whose term of office shall correspond with his or her term as a Council member; and **eight** residents of the city who shall be appointed by the Mayor, subject to the approval by a majority vote of the members elect of the City Council."*

This number was changed from six to eight in 2002, probably based on attendance issues. Subsequently the number was administratively changed back to six, but the ordinance was not updated to reflect this change. The proposed amendment corrects this issue.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

None

LEGAL REVIEW

The ordinance change was reviewed and approved by municipal attorney Jeff Sluggett.

SAMPLE MOTION:

Motion to **approve/deny** Ordinance No. 191209-2 amending section 31.31 of the Code of the City of Saugatuck as presented.

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

ORDINANCE NO. 191209-2

**AN ORDINANCE TO AMEND TITLE III, CHAPTER 31,
SECTION 31.31 OF THE CODE OF THE CITY OF SAUGATUCK**

The City of Saugatuck Ordains:

Section 1. Amendment of Section 31.31. That Title III, Chapter 31, Section 31.31 of the Code of the City of Saugatuck, entitled "CITY PLANNING COMMISISON; TERMS OF OFFICE", is amended to read as follows:

31.31 TERMS OF OFFICE.

The membership of the City Planning Commission shall consist of a member of the City Council who shall be selected by the Council and whose term of office shall correspond with his or her term as a Council member; and six residents of the city who shall be appointed by the Mayor, subject to the approval by a majority vote of the members elect of the City Council.

Section 2. Effective Date. This Ordinance shall become effective upon its publication unless otherwise provided by law.

YEAS: _____
NAYS: _____
ABSENT: _____

ORDINANCE NO. _____ ADOPTED

I, Monica Nagel, the Clerk of the City of Saugatuck, certify that the foregoing is a true and accurate copy of an ordinance adopted at a regular meeting of the City Council of the City of Saugatuck, held on _____, 2019, and noticed in accordance with all legal requirements,

Monica Nagel, Clerk

Introduced: _____
Adopted: _____
Published: _____



City Council Agenda Item Report

City of Saugatuck

FROM: Monica Nagel, City Clerk
MEETING DATE: December 9, 2019
SUBJECT: Resolution No. 191209-A – 2020 Schedule of Meetings

DESCRIPTION

Per Section 4.13 of the City Charter, City Council is required to adopt a Resolution approving regular meetings of the City Council that shall be held at least twice in each calendar month.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

A motion to approve/deny Resolution No. 191209-A to adopt the regular 2020 City Council Schedule of Meetings as presented.

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

RESOLUTION NO. 191209-A

A RESOLUTION ADOPTING CITY COUNCIL SCHEDULE OF MEETINGS FOR 2020

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

WHEREAS, Section 4.13 of the City Charter requires that regular meetings of the City Council shall be held at least twice in each calendar month and;

WHEREAS, Michigan's Open Meetings Act (Public Act No. 267 of 1976, as amended) states that within 10 days of the first meeting of a public body in each calendar or fiscal year, the body must publicly post a list stating the dates, times and places of all its regular meetings at its principal office.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. Regular City Council meetings will be held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 7:00 p.m. on the second and fourth Monday of each month.
2. Special and Irregular meetings of the City Council require a notice posted indicating the date, time and place at least 18 hours before the meetings.
3. The City Council adopts the following meeting schedule for the regular City Council meetings for 2020.

January 13, 2020
January 27, 2020

July 13, 2020
July 27, 2020

February 10, 2020
February 24, 2020

August 10, 2020
August 24, 2020

March 9, 2020
March 23, 2020

September 14, 2020
September 28, 2020

April 13, 2020
April 27, 2020

October 12, 2020
October 26, 2020

May 11, 2020
May 26, 2020 (Tuesday)

November 9, 2020
November 23, 2020

June 8, 2020
June 22, 2020

December 14, 2020
December 28, 2020

YEAS:

NAYS:

ABSTAIN:

ABSENT:

ADOPTED this 9th day of December, 2019

Signed: _____

Ken Trester, Mayor

Monica Nagel, City Clerk

CERTIFICATION

I, Monica Nagel, the duly appointed clerk 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 December 9, 2019, 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:

Monica Nagel, City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: December 9, 2019

SUBJECT: Professional Services re: Tree Service Maintenance Bid Approval

DESCRIPTION

Proposal for annual maintenance work for City trees to include the removal and pruning of various trees in the City right-of-way or on City owned property. The DPW identifies trees on an annual basis that need to be pruned or removed that are beyond the DPW's normal capability using city equipment and personnel. City Council instructed staff to solicit bids for the work this year. The City's DPW Superintendent (Scott Herbert) contacted 4 tree contractors requesting bids for the proposed work. Only 2 of the 4 contractors (Bartlett Tress Services and Axman Enterprise) supplied bids. In the past the City has used Bartlett Tree Services exclusively. However Axman Enterprise submitted the low bid which represented a savings of \$3,500. Staff checked the references of Axman Enterprise. The Allegan County Road Commission and the City of Allegan are also clients and gave good feedback regarding the firms work.

BUDGET ACTION REQUIRED

The City Council appropriates funds annually for the continued maintenance of City trees and sufficient funds were approved in the FY 19/20 budget for this work.

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the professional services proposal from Axman Enterprise in the amount of \$7,800 and authorize the City Manager to effectuate the agreement.



Axman Enterprise Inc.

3273 Jack Wilson Dr

Saugatuck, MI 49453

(616) 335-8733

office@axmantreeserviceinc.com

ADDRESS

City of Saugatuck

Saugatuck, MI 49453

Estimate 1581

DATE 11/05/2019

ACTIVITY	QTY	RATE	AMOUNT
Tree Removal Address: 153 Elizabeth Remove White Oak in middle Leave brush Leave logs Grind stump Trim two other White Oaks	1	1,500.00	1,500.00
Tree Trimming Address: 580 Mason St Deadwood Trim out	1	350.00	350.00
Stump Grinding Address: 580 Mason St	1	200.00	200.00
Tree Removal Address: 428 Grand St Remove Maple tree Leave brush Leave logs Grind stump	1	1,000.00	1,000.00
Tree Trimming Address: Along side of road (Hoffman to Butler - Butler to Water St) Ornamental trimming, deadwood on sidewalk Chip brush	1	2,000.00	2,000.00
Stump Grinding Address: 119 Butler Grind remaining stump	1	150.00	150.00

Payment is due upon completion.

ACTIVITY	QTY	RATE	AMOUNT
Trimming Address: 306 Mary St Deadwood Oak, cut broken limbs back to good wood	1	800.00	800.00
Trimming Address: Walk way to Mount Baldhead Trim dead branch on Walnut tree	1	600.00	600.00
Tree Removal Address: 650 Spear St Remove Maple tree Leave brush Leave logs	1	900.00	900.00
Stump Grinding Address: 650 Spear St Maple stump removal	1	300.00	300.00

TOTAL	\$7,800.00
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Accepted By

Accepted Date

Payment is due upon completion.



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: December 9, 2019

SUBJECT: Closed Session re: to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

DESCRIPTION

The Open Meetings Act 267 of 1976 section 15.268 allows for public bodies to enter in closed sessions under sub section 8(d) to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Section 15.267 closed sessions; roll call vote; separate set of minutes. Sec. 7. (1) A 2/3 roll call vote of members elected or appointed and serving is required to call a closed session. The roll call vote and the purpose or purposes for calling the closed session shall be entered into the minutes of the meeting at which the vote is taken. (2) A separate set of minutes shall be taken by the clerk or the designated secretary of the public body at the closed session. These minutes shall be retained by the clerk of the public body, are not available to the public, and shall only be disclosed if required by a civil action filed under section 10, 11, or 13. These minutes may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved.

SAMPLE MOTION:

Motion to enter into closed session pursuant to Section 8(d) of the Open Meetings Act, to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
269 857-3000 / Fax: 269 857-1228
E-mail: info@saugatuckfire.org

November 27th, 2019

Friends of the Blue Star Trail
P.O. Box 464
Douglas, MI 49406

Dear Board of Directors,

We would like to thank Friends of the Blue Star Trail (FOTBST) Board Members for their request to meet with the Saugatuck Township Fire District (District) personnel regarding the proposed trail connection across Blue Star Highway bridge near the Lake Street intersection in the City of Saugatuck.

We have discussed your request with our Command Staff and have put together a list of our concerns and suggestions for potential incorporation into a proposed plan. We feel it would be in the best interest of everyone's time, for FOTBST to submit plans that incorporate these items to our Department of Fire Prevention and follow the plan review process that mirrors all other proposed project developments. After revised submittals are reviewed by our Certified Plan Examiners, we would be happy to meet to discuss the proposed plans.

Facts / Qualifying Statements:

1. Blue Star Highway is the main artery for the Fire District to serve our citizens throughout the Tri-Communities. This includes receiving incoming automatic mutual aid and our fire fighters & EMS responders from both the North and South to respective areas of our District.
2. There is a 99-bed skilled nursing home, several assisted living facilities and senior communities within our District that require transiting the bridge Southbound on Blue Star Highway at the Kalamazoo River.
3. Michigan Department of Transportation (MDOT) estimates an average of +/-7,000 vehicles per day transit the Blue Star Highway bridge at the Kalamazoo River.
4. We observed and experienced several difficulties through the current Douglas portion of the trail during the recent 20" snowfall. Neither lane of traffic was opened to its full width, forcing motorists to transit in the oncoming lane(s) of traffic. We want to ensure an existing problem is not replicated.
5. All motor vehicles and all commercial semi-truck traffic from I-196 is diverted to Blue Star Highway when the freeway is closed due to emergency incident(s), excessive snowfall, whiteout conditions or, on occasion, construction. I-196 serves +/- 28,021 vehicles annual average daily traffic (AADT) through the Saugatuck/Douglas corridor. In our opinion, the Blue Star Highway is not capable of handling +/- 28,021 vehicles per day in the event of an extended shutdown of I-196.

Fire District requests for the Blue Star bridge Crossing:

1. Maintain a minimum 11' Northbound lane for motor vehicle traffic.
2. Maintain a minimum 11' Southbound lane for motor vehicle traffic.
3. Maintain a minimum 10' center turn lane that may serve as an emergency lane for fire apparatus, law enforcement, and other emergency response vehicles.
4. Maintain 36" wide lanes Northbound and Southbound for the road bikers that do not use bike trails to safely transit the bridge.



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



The Fire District's Community Risk Reduction Plan (CRR) encompasses best practices, which includes numerous functions concerning proposed projects, conceptual plans and drawings. It is the belief of Fire District personnel that any individual or organization should always be able to request guidance regarding public safety from our department. This is one of our core functions. Trying to obstruct this function is a great misinterpretation of how the Fire District operates.

The Fire District would like to caution all stakeholders, that we do not own or control any roadway infrastructure and have no authority to approve projects, including pavement design, route or installation, on a major roadway such as Blue Star Highway bridge. Any suggestions offered by the Fire District are offered as informational, we encourage FOTBST to continue discussions with the City of Saugatuck, the City of the Village of Douglas, and Saugatuck Township. The Fire District Command Staff wish to remain impartial and serve all our constituents and have no desire to be placed in the middle between any municipality we serve and the FOTBST. We do respect all parties viewpoints, and again, wish to reiterate that approval is up to others.

We remain supportive of the efforts of the FOTBST and its Board of Directors to provide a contiguous path for bikers and walkers along Blue Star Highway. We are confident that the FOTBST and its engineers will create and provide a plan that protects all the citizens and visitors of the Tri-Communities, while safely traversing the Blue Star Highway bridge. Again, we ask that you submit plans, that include our requests as indicated above, to our Department of Fire Prevention and we will do our best to provide a review in advance of December 31, 2019. Please let us know how we can assist you further in this project.

Respectfully Yours,


Greg Janik – Fire Chief


Chris Mantels – Deputy Chief


Linus Starring – Captain


Mike Betts – Captain


Kyle Meyer – Lieutenant


Mike Blok – Lieutenant


Chris Bernhardt - Lieutenant


John Mileskiewicz – Lieutenant


Mike England – Lieutenant


Scott Seymour - Sergeant

- cc: Rich LaBombard – Douglas City Manager (via email)
- Griffin Graham – Saugatuck Township Manager (via email)
- Kirk Harrier – City of Saugatuck Manager (via email)



BOARDS/ COMMISSION VACANCY NOTICE

The CITY OF SAUGATUCK is accepting applications for appointments to the **HISTORIC DISTRICT COMMISSION**. Meetings are held the first Thursday of each month at 6:00 p.m. at Saugatuck City Hall.

The CITY OF SAUGATUCK is accepting applications for appointments to the **PLANNING COMMISSION**. Meetings are held the third Thursday of each month at 7:00 p.m. at Saugatuck City Hall.

The CITY OF SAUGATUCK is accepting applications for appointment to the **BOARD OF REVIEW**. Meetings are held in March, July & December.

If you are a resident of the City of Saugatuck and have the desire and ability to serve, please contact City Hall at (269) 857-2603 for more information or to request an application.

Monica Nagel, CMC
Saugatuck City Clerk
Dated: December 5, 2019
269-857-2603