



CITY COUNCIL MEETING MINUTES
June 26 , 2023

The City Council met for Regular Council Meeting at 7:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Dean at 7:00 p.m.

Attendance:

Present: Mayor Dean, Mayor Pro-Tem Stanton and Councilmembers Baldwin, Gardner, Lewis, Muncey. Absent: Councilmember Leo.

Motion by Lewis, second by Baldwin to approve councilmember Leo absent for the meeting. Via voice vote, motion carried 6-0.

Others Present: City Manager Heise, Director of Planning, Zoning & Project Management Cummins, Treasurer Stanislawski, Department of Public Works Superintendent Herbert, Clerk Wolters, Deputy Clerk Williams and City Attorney Witte.

Mayor's Comments:

Mayor Dean shared what happened in court regarding the Dune Ridge lawsuit.

City Manager Comments:

City Manager Heise opened the floor for any questions regarding his City Manager Report.

Agenda Changes:

Add Dean Kapenga as Guest Speaker.

Motion by Lewis, second by Stanton to approve adding Dean Kapenga as guest speaker. Via voice vote, motion carried 6-0.

Guest Speakers:

Dean Kapenga, Allegan County Commissioner, District 1 updated Council:

- Visited Holtec in South Haven with Joey Andrew.
- Hired a water firm for water use study.
- Judge Kengis retired and will replace 3 judges in the next 2 years.
- Court administrator gave a report for felony and district court numbers.

Public Comment on Agenda Item Only:

David Swan, resident: On behalf of the Coastal Alliance expressed gratitude for Council discussing public comment to EGLE regarding proposed marina at the Kalamazoo River mouth.

Consent Agenda:

- A. Regular City Council Meeting Minutes – June 12, 2023.
- B. Special City Council Meeting Minutes- June 12, 2023.

Motion by Stanton, second by Lewis to approve consent agenda. Upon roll call vote, motion carried 6-0.

Staff Reports:

City Manager, Director of Planning & Zoning, Treasurer, DPW Superintendent, Engineer and Police submitted status reports of current activities since the last Council meeting on June 26, 2023, for their respective departments.

Boards, Commissions & Committees:**Fire District Administration Board, Dan Fox:**

- Received grant in the amount of \$5,500 for dash cams.
- Recovery costs of \$7,000 for two illegal burn assistance.
- Approved fire budget.
- Received favorable letter from their auditor.
- Received letter from the Deam family that owns the lighthouse. Fire department controlled a fire and stopped from burning the lighthouse.
- Gave another heads up on the ambulance provider service.
- Two vehicle accidents in town recently.

Interurban Board, Councilmember Muncey:

- 59% of budget for the fiscal year vs. last year at 61%.
- Ridership is up 27%, 5,307 riders in the month of May.
- QR code will be handed out this week.

KLSWA, Barry Johnson:

- Monthly water reported with out issues.
- Water quality report on website and sent to City of Saugatuck for posting.
- Continuing lead and copper sampling at residential homes.
- Urged public to shift irrigation timing away from the hours between 3am-7pm due to the need to run available wells for 14 hours a day and recent drought causing problems.
- 18,690 of sewer was jet cleaned in the past 30 days.
- Hiring an Operational Supervisor, final interview is done.
- Received proposal from F&V for CCTV work for fall and early winter.

Kalamazoo Lake Harbor Authority, Mayor Pro-Tem Stanton:

- They have not met for the last two months.
- Bids due by July 27th for Blue Star Bridge navigation lights.

Zoning Board of Appeals: None

Historic District Commission, Councilmember Lewis:

- Next meeting is July 6.
- Items covered in the last meeting are included in Planning/Zoning staff report.

Planning Commission, Chair Councilmember Gardner:

- Met on June 15.
- Received update from Short Term Rental Task Force.
- Discussed waterfront moratorium.

Short Term Rental Task Force, Councilmember Stanton:

- An update is included in this meeting later.

Parks and Public Works Committee, Councilmember Baldwin:

- Meet tomorrow morning.

Tri-Community Non-Motorized Trail Study Committee: None.

Tri-Community Recycling Ad-Hoc Committee: None.

Request for Payment: None.

Approval of Accounts Payable:

- A. Accounts Payable in the amount of \$90,038.72.

Motion by Gardner, second by Muncey to approve the accounts payable in the amount of \$90,038.72. Via roll call vote, motion carried 6-0.

Introduction of Ordinances: None

Public Hearings:

2023-2024 City of Saugatuck Budget:

- A. Hearing is called to order by the Mayor at 7:37 p.m.
- B. Public comment regarding the proposed FY 2023-2024 Budget, there were no public comments.
- C. Public comment portion closed by the Mayor at 7:37 p.m.
- D. Councilmembers voiced their comments.
- E. Hearing is closed by the Mayor at 7:43 p.m.

Unfinished Business: None

New Business:

Resolution 230626-A Final year end budget amendments:

Motion by Lewis, second by Muncey to approve Resolution 230627-A amending the FY 22/23 budget as presented. Via roll call, motion carried 6-0.

Resolution 230626-B General Appropriations Act:

Motion by Lewis, second by Baldwin to approve Resolution number 230626-B adopting our general appropriations act. Via roll call, motion carried 6-0.

Resolution 230626-C PA 152 Compliance:

Motion by Stanton, second by Gardner to approve Resolution No. 230626-C as presented. Via roll call, motion carried 6-0.

Coastal Alliance Request- EGLE Resolution:

Motion by Lewis, second by Gardner to approve the city attorney drafting a letter of support for the Coastal Alliance. Via roll call vote, motion carried 5-0. Dean abstained.

Right of Way Encroachment Request- 246 Culver St.:

Motion by Stanton, second by Lewis to approve the Revocable License Agreement for window flower boxes in the public right-of-way for LP Operations, Inc. Via voice vote, motion carried 6-0.

Sidewalk seating agreement- 127 Hoffman (Uncommon Coffee):

Motion by Lewis, second by Stanton to approve Revocable License Agreement for temporary restaurant seating in the public right-of-way for M. E. Coffee Holdings LLC dba Uncommon Coffee Roasters. Via voice vote, motion carried 6-0.

STR Task Force Engagement Proposal:

Motion by Lewis, second by Baldwin to approve the Mckenna Associates Short-Term Rental Task Force community engagement proposal and cost. Upon roll vote, motion carried 6-0.

Planning, Commission & ZBA Re-Appointments:

Motion by Gardner, second by Baldwin to reappoint Ann Broeker to the Planning Commission with a term ending July 1, 2026, Steven Manns to the Planning Commission with a term ending July 1, 2026, and James Bouck to the Zoning Board of Appeals with a term ending July 1, 2026. Upon roll vote motion carried 6-0.

Signage Request- Fourth of July:

Motion by Stanton, second by Lewis to approve signage for the 4th of July events. Upon voice vote, motion carried 6-0.

Special Event- Mt. Baldhead Challenge:

Motion by Stanton, second by Gardner to approve the Mt. Baldhead Challenge to take place on September 9, 2023, organized by the Rotary Club of Saugatuck and Douglas. Via voice vote, motion carried 6-0.

Water Asset Management Plan and Rate Study:

Motion by Lewis, second by Baldwin to approve proposal provided by Baker Tilly for Asset Management Plan and Rate Study in the amount of \$10,500.00. Via roll call vote, motion carried 6-0.

Recommendation of Award- 2023 Crack Sealing:

Motion by Gardner, second by Stanton to accept the recommendation of award 2023 crack sealing as presented by Fleis & Vandenbrink. Via roll call, motion carried 6-0.

Public Comment: None.

Correspondence: Dan Fox.

Council Comments:

- Councilmember Lewis: June 27th is open house for The Cottage. Suggested people listen to the MML 30-minute update on legislation.
- Councilmember Gardner: Impressed getting through this agenda in seventy minutes. Two homes near him that were previously rentals are now full-time residents. Asked City manager for accounting of fourth of July events. Page 26 on F&V report, Mt. Baldhead conceptual planning, dune stabilization is very important.
- Councilmember Stanton: Nice to see all the new asphalt in town.
- Councilmember Muncey: Welcomed James a new store to business district.
- Councilmember Baldwin: PPW meeting tomorrow morning. Thanks for approving Mt. Baldhead Challenge.
- Mayor Dean: Thank to staff and Council for delivering a balanced budget and for to finding ways to deliver a lot of great projects, amenities and vibe to the City.

Adjournment:

Motion by Lewis, second by Muncy to adjourn the meeting. Upon voice vote, motion carried 6-0. Mayor Dean adjourned at 8:08 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk