



**CITY COUNCIL WORKSHOP MEETING MINUTES  
September 20, 2023**

The City Council met for a Workshop Meeting at 4:00 p.m.  
City Hall  
102 Butler St., Saugatuck, MI 49453.

**1. Call to Order:**

The meeting was called to order by Mayor Dean at 4:00 p.m.

**2. Attendance:**

Present: Mayor Dean, Councilmembers Gardner, Leo, Lewis and Muncey.

Absent: Baldwin, Mayor Pro-Tem Stanton.

*Motion by Lewis, second by Leo to approve the excuse of Councilmembers Stanton and Baldwin. Via voice vote, motion carried 5-0.*

Others Present: City Manager Heise, Director of Planning, Zoning, & Project Management Cummins, City Attorney Patterson, Clerk Wolters.

**3. Agenda Changes:** None.

**4. Guest Speaker:** None.

**5. Public Comments on Agenda Items Only (Limit 3 minutes):**

Mark Hills, non-resident: Item 6B-

On behalf of the residents of 560 Mill Street. He is chair of Grand Haven ZBA. Should be some consideration given to the already existing situations when exploring the licensing process. Adding the City to insurance policy will be a significant challenge. It would be advantageous to have a significant structure on what the process is if the city determines the landowner needs to implement some sort of improvement.

Steve Kubika, resident: Item 6C-

He thanked the Council for adding this item to the agenda.

Jim Beagle, resident: Item 6C-

His wife's family has owned their property for 90 years. There has been severe damage to the property and at some point, the integrity of the road was an issue. Thanked the Council for their consideration.

Sheila Denam, resident: Item 6B-

Would like the Council to consider the existing hardscape, which was present on the property when they purchased the property and hopes there'll be a method to grandfather that in.

## **6. Discussion Items:**

### AT&T Lease First Review-

Attorney Chris Patterson shared a presentation sharing the proposed agreement between the City of Saugatuck and AT&T. He shared some key provisions from the agreement to have discussions within Council for their feedback. Ask is to approve the lease with AT&T to provide cellular services at the Mount Baldhead site conditioned on Zoning Board of Appeals approval and all other local, state and federally required conditions.

### Hardscaping/Heavy Landscaping in ROW Policy

Zoning Director Cummins shared that complaints have been received and staff have observed instances with the installation of hardscaping the heavier landscaping have taken place without proper licensing. The City Council asked for further evaluation after their discussion during their July 19<sup>th</sup> meeting. Attorney Chris Patterson presented the report to Council.

### 850 Park Street Slope Erosion

City Manager Heise explained that in 2021 the City completed a resurfacing project on Park Street north of Mount Baldhead. Since there have been ongoing concerns raised regarding erosion between the road and the Kalamazoo River. The property owners have requested that the City take action to rectify the erosion. The ask is to approve the proposal from Krohn's Excavating in the amount of \$25,700.00.

### Asset Water Management Plan

City/Township Managers continue to discuss the Asset Management Plan (AMP), along with respective attorneys and engineers. The City Council engaged Baker Tilly (consultant) to assist with the AMP and the first meeting was conducted on 8.9.23. The Tri-Communities have directly engaged with EGLE to ensure that our respective municipalities stay in compliance. Discussions with the City Council will be needed to ensure that assets owned by the city are funded for replacement after their useful life. Ask is to approve the draft water asset management plan as provided by Baker Tilly.

### Recycling Cans In Park

DPW and worked with PPW to review details of best options for collecting recycled materials in public places. Staff recommends trash receptacles to be purchased to match the adjacent recycling receptacles. Ask is to approve for City staff to begin a pilot project to collect recyclables in public spaces, and purchase recycling receptacles along with new trash receptacles.

### ZBA Appointment

Ask is to appoint Nicholas Barna to the Zoning Board of Appeals alternate member seat with term ending July 1, 2026.

Special Event Application- Homecoming Parade

Saugatuck High School applied to plan the annual homecoming parade to take place downtown on 10-20-23.

Special Event Application- Turkey Trot

The Rotary of Saugatuck/Douglas applied to plan the Turkey Trot run through downtown on 11-18-23.

**7. Public Comments (Limit 3 minutes):** None.

Helen Baldwin, resident:

The turkey trot plan is to run in the streets. She has a course guides on individual corners and the only street that would need to be blocked off is Mary Street for the kids to run.

Lauren Stanton, resident:

The council did not talk about the public WiFi component of the AT&T lease agreement, just something out there as a question and hopefully we'll have that answered.

Sheila Denam, resident:

Earlier, there was discussion about potential of grandfathering in with her property. She would be happy to put notice of title in place to accommodate.

*Motion by Lewis, second by Leo to move into a closed session pursuant to MCL 15.268(1)(h) to discuss a confidential written legal opinion regarding the proposed lease with AT&T for space within the Mount Baldhead Radar Dome and adjacent premises. Via roll call vote, motion carried 5-0.*

*Motion by Lewis, second by Gardner to move into closed session pursuant to MCL 15.268(1)(h) to consult with the City attorney regarding a confidential legal opinion regarding potential courses of action to address hardscaping improvements in the right of way. Via roll call vote, motion carried 5-0.*

*Motion by Lewis, second by Gardner to move into closed session pursuant to MCL 15.268(1)(h) with the City attorney regarding a confidential legal opinion regarding erosion on Park Street and any obligations, legal liability, or limitations for the City to expend funds related to a resolution. Via roll call vote, motion carried 5-0.*

*City Council entered closed session at 6:02 p.m.*

*City Council returned to open session at 6:57 p.m.*

**8. Correspondence:**

**9. Council Comments:**

- Councilmember Muncey: None.
- Councilmember Lewis: None.
- Councilmember Leo: None.
- Councilmember Gardner: None.

**10. Adjourn (Voice call):**

*Motion by Lewis, second by Muncey to adjourn, upon voice vote, motion carried 5-0, and Mayor Dean adjourned at 6:58 p.m.*

Respectfully Submitted,

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Jamie Wolters  
City Clerk