



## CITY COUNCIL MEETING MINUTES FEBRUARY 14, 2022 – 7:00 pm

### **Call to Order:**

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

### **Attendance:**

**Present:** Mayor Lewis, Mayor Pro-Tem Dean, Councilmembers Bekken, Gardner, Leo, Stanton & Trester.

**Absent:** None

**Staff Present:** City Manager Heise, DPW Superintendent Herbert, Project Coordinator/Deputy Clerk White & City Clerk Wolters.

There were sixteen persons in the audience.

### **Consent Agenda:**

**A.** Regular City Council Meeting Minutes-January 24, 2022:

**a.** Corrections to the minutes of January 24, 2022:

**i.** New Business, Chain Ferry Agreement, change from “of years is requested” to “of five years is requested”.

**ii.** Public Comments on Agenda Items, Change “Saugatuck resident Richard Donovan” to “Douglas resident Richard Donovan”.

**B.** Accounts Payable in the amount of \$741,149.91

*Motion by Gardner, second by Trester to approve the Consent Agenda. Motion carried unanimously by roll call vote.*

### **Staff Reports:**

The City Manager, Treasurer, Planning and Zoning Administrator, DPW Superintendent, Police Lieutenant and Engineer submitted status reports of current activities for their respective departments. Fire Chief report was emailed to Council on 2/13/22 and not included in the Council meeting packet due to received time of report. Lt. Ensfield spoke regarding recent updates to his report.

**Agenda Changes: None**

**Guest Speakers: None**

### **Public Comment on Agenda Items:**

- Joey Andrews who will be running for the 38<sup>th</sup> House District spoke regarding his campaign. His three main areas of focus for lakeshore communities are combating lakeshore erosion, control of short-term rentals and building a more permanent economy that local families can build a lifestyle to survive on.
- Dan Fox shared information from the Saugatuck Township Fire District Board's January meetings.

### **Introduction of Ordinances:**

#### Board of Review Alternate Members -Ordinance 220214-A:

The proposed ordinance allows the establishment of additional regulations for the Board of Review, including the appointment of not more than two alternate members for the same term and qualifications as regular members of the Board of Review consistent with the City Charter and state law.

*Motion by Dean, second by Trester to approve Ordinance 220214-A for adoption of Board of Review alternate members. Motion carried unanimously by roll call vote.*

#### Expanded Outdoor Dining Area -Ordinance 220214-B:

The purpose of the amendment to the ordinance is to allow for the licensing of expanded outdoor dining areas in the City's public streets. Currently, the City Code of Ordinances prohibits "temporary obstructions", which includes expanded Outdoor dining areas and associated structures.

*Motion by Leo, second by Stanton to adopt Ordinance Amendment 220214-B to amend the Code of the City of Saugatuck by adding a new section which shall be designated as Section 96.33, to provide for the licensing of expanded outdoor dining areas within the City's streets, to protect the public health, safety and general welfare of persons and property within the City. Motion carried unanimously by roll call vote.*

### **Public Hearings: None**

### **Unfinished Business: None**

### **New Business:**

#### The Butler Request for Temporary Road:

The Butler restaurant requested for a Dura Base temporary road partially on City property to gain site access to their patio construction project.

*Approval will be taken care of administratively based on Council consensus.*

#### Board of Review March Alternate Dates -Resolution 220214-A:

Resolution 220214-A allows for Board of Review to meet on the alternative starting date of March 16, 2022, the Wednesday following the second Monday of March.

*Motion by Gardner, second by Dean to approve 220214-A for Board of Review to meet on the alternative starting date of March 16, 2022. Motion carried unanimously by roll call vote.*

Board of Review Income and Poverty Exemption -Resolution 220214-B:

PA 253 of 2020 amended MCL 211.7u which requires the City Council to approve and adopt Poverty Exemption Guidelines on an annual basis.

*Motion by Trester, second by Leo to approve the Resolution to adopt guidelines for Poverty Exemptions for the Board of Review implemented in 2022. Motion carried unanimously by roll call vote.*

Dumpster Enclosure Agreement -302-322 Culver Street:

License agreement with Saugatuck Mews Condominium Association identifying terms and conditions for dumpsters to be placed on City owned property.

*Motion by Stanton, second by Dean to approve the License Agreement between the City of Saugatuck and Saugatuck Mews Condominium Association to place resident dumpsters in a location that does not interfere with the City of Saugatuck's parking space layout plan as presented and attached to the Agreement and consistent with local and state laws and regulations. Motion carried unanimously by voice vote.*

Arbor Day Proclamation 2022:

As part of the Tree City USA requirements for certification, the City of Saugatuck must publicly proclaim and celebrate Arbor Day. The City of Saugatuck will proclaim April 29, 2022, as Arbor Day; a tree planting ceremony on Arbor Day with the location to be determined by the Department of Public Works.

*Motion by Leo, second by Stanton to approve Proclamation No. 220214-P1 as presented, proclaiming April 29, 2022, as Arbor Day in the City of Saugatuck. Motion carried unanimously by voice vote.*

Special Event: The Market at SCA:

Saugatuck Center for the Arts is hosting a farmer & artisan market with 41 vendors on three nonconsecutive dates and requesting full parking lot closure of the Culver Street parking lot on each occasion. Approximately 800 guests at each date and there will be no music, alcohol, or fireworks.

*Motion by Stanton, second by Trester to approve The Market at SCA hosted by Saugatuck Center for the Arts with dates of June 17, 2022, August 5, 2022, and September 23, 2022. Motion carried unanimously by voice vote.*

Expanded Outdoor Dining Area Policy Adoption -Resolution 220214-C:

Purpose: To provide procedure and process for licensing the use of the City of Saugatuck public streets for expanded outdoor dining.

*Motion by Trester, second by Leo to approve Resolution No. 220214-C as presented approving the creation of the city of Saugatuck expanded Outdoor Dining Area Policy. Motion carried unanimously by roll call vote.*

Expanded Outdoor Dining Area Schedule of Fee Adoption -Resolution 220214-D:

Proposed revisions to the City's Schedule of Fees: New Expanded Outdoor Dining Area License Fee - \$200/month per parking space.

*Motion by Stanton, second by Dean to approve Resolution No. 220214-D as presented approving a change in the City's Schedule of Fees. Motion carried unanimously by roll call vote.*

**Public Comments:**

Christine Murphy Pierce spoke with concern regarding paying the Expanded Outdoor Dining Area fee upfront, she would rather pay in installments.

**Communications:**

- Craig Steenberg emailed a letter to Council recommending sidewalks be clear for pedestrian traffic when considering guidelines for the new Expanded Outdoor Dining Areas.
- Dan Fox emailed a letter to Council with his concern on the new protocol regarding Board, Commissions & Committee Reports.
- Phillip A Rothermich emailed a letter to Council with concerns regarding The Butler's request for a temporary road.
- Janet Schmidt emailed a letter to Council with questions regarding The Butler's request for a temporary road.

**Boards, Commissions & Committee Reports:**

- Mark Bekken presented the manager's report from January for the Kalamazoo Lake Sewer and Water Authority. He also explained the new billing option that recently changed.
- Holly Leo noted the Tri-Community Non-Motorized Trail Study Committee is diligently working on their DNR trust fund application.
- Russ Gardner spoke regarding the Planning Commission's six-week training.

**Council Comments:**

- Russ Gardner thanked City Hall staff for their daily work. He encouraged the City to look into using pet safe ice melt on sidewalks.

**Mayor's Comments:** None

**Mayor Lewis adjourned meeting at 8:02 p.m.**

*Motion by Stanton, second by Gardner to adjourn the meeting at 8:02 p.m. Motion carried unanimously by voice vote.*

Respectfully Submitted,

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Jamie Wolters,  
City Clerk