

**Minutes**  
**Saugatuck City Council Regular Meeting**  
102 Butler St., Saugatuck, Michigan  
January 25, 2021 at 7:00 P.M.

The City Council met in regular session at 7:00 p.m. via Zoom video/audio conference technology due to COVID-19 restrictions currently in place.

1. **Call to Order** by Mayor Bekken at 7:00 p.m.

2. **Attendance**

**Present:** Bekken, Dean, Leo, Lewis, Stanton, Trester

**Absent:** Peterson (with prior notice)

**Others Present:** Interim City Manager Doyle Homan, Treasurer Stanislawski, Zoning Administrator Osman, Fire Board Member Dan Fox, and Clerk Wilkinson

3. **Approval of Minutes:**

**A. Regular City Council Meeting of January 11, 2021:** A motion was made by Lewis, 2nd by Stanton to approve the meeting minutes of January 11, 2021 as presented. Upon roll call vote the motion carried unanimously.

**B. Special City Council Meeting of January 14, 2021:** A motion was made by Dean, 2nd by Trester to approve the meeting minutes of January 14, 2021 as presented. Upon roll call vote the motion carried unanimously.

**C. Special Closed City Council Meeting of January 14, 2021:** A motion was made by Trester, 2nd by Dean to approve the closed meeting minutes of January 14, 2021 as presented. Upon roll call vote the motion carried unanimously.

**D. Regular City Council Meeting of January 19, 2021:** A motion was made by Lewis, 2nd by Stanton, to approve the meeting minutes of January 19, 2021 as presented. Upon roll call vote the motion carried unanimously.

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

5. **City Manager's Comments:** New DPW Employee Cody Hardy started Monday. Last week the DPW ground down 150 potential tripping hazards on the sidewalks around town. Zoning Administrator Osman and Interim City Manager Doyle Homan met with Dune Ridge regarding the fence by the Chain Ferry, negotiations continue and Dune Ridge would like to present their full site plan to the council in an upcoming meeting.

6. **Agenda Changes:** None

7. **Guest Speakers:**

**A. Lt. Brett Ensfield – Allegan Co. Sheriff Department** - Lt. Ensfield had no updates for the council but answered council questions about types of calls they are receiving during COVID.

**B. Dan Fox - Saugatuck Township Fire District Board** - provided a detailed report of the fire department year in review including the audit, incidents, and statistics.

8. **Public Comment: Ryan Heise (resident)** - the new City Manager is pleased to report to council and staff that he and his family are safely moved to Saugatuck now.

**9. Request for Payment:** A motion was made by Lewis, 2nd by Trester, to approve the accounts payable in the amount of \$502,890.96. Upon roll call vote the motion passed unanimously.

**10. Introduction of Ordinances:** None

**11. Public Hearings:** None

**12. Unfinished Business:** None

**13. New Business:**

- A. Saugatuck Douglas Garden Club Community Pride Event Application** - A motion was made by Trester, 2nd by Leo, to approve the Saugatuck Douglas Garden Club special event application to hold the Community Pride event and close a portion of the parking lot next to the SCA on May 26th, 2021 from 8:30 am - 11:00 am contingent on applicant signing the letter of understanding dated January 25, 2021. Upon roll call vote the motion passed unanimously.
- B. SCA Mountainfest Banner Approval** - A motion was made by Dean, 2nd by Leo, to approve the request to install a banner within the public right of way as indicated on the attached right of way sign permit application. Upon roll call vote the motion passed unanimously.
- C. Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test** - A motion was made by Lewis, 2nd by Stanton, to approve Resolution No. 210125-C A Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test. Upon roll call vote the motion passed unanimously.
- D. Extend Interim City Manager Contract One (1) Week** - A motion was made by Leo, 2nd by Dean, to approve the Second Amendment Employment Agreement between the City of Saugatuck and Karen Doyle Homan. Upon roll call vote the motion passed unanimously.
- E. 2021 Boat Slip Management Agreement with Sergeant Marine** - A motion was made by Lewis, 2nd by Trester, to approve the 2021 Boat Slip Management Agreement between the City of Saugatuck and Sergeant Marina for the management of boat slips #1 thru #4 located at the Griffith Street-end and a portion of Coghlin Park as presented. Upon roll call vote the motion passed unanimously.
- F. School Tax Collection Agreement** - A motion was made by Stanton, 2nd by Lewis, to approve to authorize the Mayor and City Clerk to sign and enter into an agreement between the City of Saugatuck, Saugatuck Public Schools, and the OAISD for collection of the 2021 summer tax levies at a rate of \$2.75 per parcel. Upon roll call vote the motion passed unanimously.
- G. Ottawa Area ISD Election Agreement** - A motion was made by Dean, 2nd by Leo, to approve to authorize the City Clerk to sign and enter into the attached agreement between the City of Saugatuck, and the Ottawa Area Intermediate School District Election Coordinating Committee regarding the conduct of school district elections. Upon roll call vote the motion passed unanimously.

**14. Consent Agenda:** None

**15. Public Comments:** None

**16. Communications:** **Ruth & Mike Johnson** - letter regarding Park Street Safety

**17. Boards, Commissions & Committee Reports:** The council received reports from the following committees: Fire Board, Planning Commission, Tree Board, Tri-Community Non-Motorized Trail Study Committee, and KLSWA.

**18. Council Comments:** Council Member Dean relayed a constituent concern about the fence located in front of the pump at Water and Lucy Streets and thanked Interim City Manager Doyle Homan.

Council Member Trester also thanked Interim City Manager Doyle Homan for her help and wished her well. He also welcomed Ryan Heise.

Council Member Leo thanked Interim City Manager Doyle Homan and expressed her excitement for Ryan Heise to join the city. She also suggested having a conversation about a “social district” in an upcoming workshop.

Council Member Stanton thanked Interim City Manger Doyle Homan and welcomed Ryan Heise to Saugatuck. She also notified council she would be speaking at an upcoming Rotary meeting and invited them to attend.

Council Member Lewis said she will provide an update on the Tri-Community Recycling Committee meeting at the next council meeting and she expressed the interest of restaurants in having pop-up-patios again. She also thanked Interim City manager Doyle Homan for her service to the city during the transition.

**19. Adjournment:** A motion was made by Lewis, 2nd by Trester, to adjourn at 8:27 p.m. Upon roll call vote the motion passed unanimously.

Respectfully Submitted,

Erin K. Wilkinson  
Clerk  
City of Saugatuck