



**CITY COUNCIL MEETING MINUTES
JANUARY 10, 2022 – 7:00 pm
102 Butler St. Saugatuck, MI 49453**

1. Call to Order

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

2. Attendance:

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

Absent: Councilmember Trester and Mayor Lewis were both excused.

Staff Present: City Manager Heise, City Treasurer Stanislawski, City Zoning Administrator Osman, DPW Superintendent Herbert, Project Coordinator/Deputy Clerk White & City Clerk Wolters.

There were nineteen persons in the audience.

3. Consent Agenda:

A. Regular City Council Meeting Minutes-December 13, 2021.

1. Corrections to the minutes of December 13,2021:

a. Item 10D, remove duplicate word “approve”.

b. Item 10F, change word “workshop” to “workgroup”.

B. Accounts Payable in the amount of \$1,039,686.59.

Motion by Bekken, second by Leo to approve the Consent Agenda. Motion carried by unanimous roll call vote.

4. Staff Reports:

The City Manager, Treasurer, Planning and Zoning Administrator, DPW Superintendent, Fire Chief, Police Lieutenant and Engineer submitted status reports of current activities for their respective departments.

5. Agenda Changes: None

6. Guest Speakers:

Bobbie Gaunt and David Swan spoke on behalf of the Saugatuck Dunes Coastal Alliance Board of Directors. The Saugatuck Dunes Coastal Alliance asked Council to use its public voice in the form of a letter to the US Army Core of Engineers (USACE) regarding the boat canal being proposed by the Northshore of Saugatuck housing development.

7. Public Comment on Agenda Items:

Jon Helmerich, 19-year Saugatuck Township resident spoke in support of Saugatuck Dunes Coastal Alliance Board of Directors presentation to the Council.

Dan Fox, City of Saugatuck resident spoke regarding the letter he submitted under agenda item 13B. In reference to the topic of Pop-Up Patios, he stated there should be a link between the fee and the taxpayer property value.

Eric Gollanek, Executive Director of the Saugatuck-Douglas History Center. Eric joined the meeting to be available for Council questions regarding agenda item 11A-Saugatuck Historical Markers Project.

8. Introduction of Ordinances: None

9. Public Hearings: None

10. Unfinished Business: None

11. New Business:

A. Saugatuck Historical Markers Project:

Saugatuck-Douglas History Center has put together a presentation of locations for four Saugatuck historical markers, which will be located in the City's parks (i.e., Wicks Park, Cook Park, and Coghlin Park). The Saugatuck-Douglas History Center is requesting review and approval of the locations, along with approval of the letter of agreement between the City of Saugatuck and the Saugatuck-Douglas History Center. The letter of agreement determines that the Saugatuck-Douglas History Center will be responsible for design, content, development, cost, delivery, installation (with input and coordination from the Department of Public Works), repair and replacement. The City of Saugatuck will be responsible for the liability of the Historical Markers on city property, under its umbrella policy.

After discussion Council has requested additional options for locations of the historical markers within parks of the City of Saugatuck.

Motion by Gardner, second by Stanton to approve the proposed locations as submitted of the historical markers within the parks of the City of Saugatuck and to approve the letter of agreement between the City of Saugatuck and the Saugatuck Douglas History Center as submitted. Motion lost by roll call vote 0-5.

Motion by Gardner, second by Stanton to approve of the letter of agreement between the City of Saugatuck and the Saugatuck Douglas History Center as submitted. Motion carried by unanimous roll call vote.

B. Resolution No. 220110-A- 2022 City Council Meeting Dates:

Michigan's Open Meetings Act (Public Act No. 267 of 1976, as amended) states that within 10 days of the first meeting of the 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. Section 4.13 for the City Charter requires that regular meetings of the City Council shall be held at least twice in each calendar month.

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. (Meetings will be held virtually via Zoom, while COVID_19 restrictions are in place.)

Motion by Gardner, second by Leo to approve the City Council Schedule of meetings for the year 2022. Motion carried by unanimous roll call vote.

C. Meeting Rules of Procedure Amendment:

This proposed amendment to the existing Rules and Procedures document amends the "Conduct of Meetings" section 3, "Agenda Order of Business" is to rearrange the current agenda.

Motion by Leo, second by Stanton to approve the amendment to the City Council Rules and Procedures for Meetings originally adopted on July 23, 2007. Motion carried by unanimous voice vote.

D. Cemetery Service Agreement:

Act No. 113 of the Public Acts of 1915 authorizes and directs townships to care for, operate and maintain township cemeteries within their boundaries. In Michigan, cities are not legally required to own or operate cemeteries. Act No. 113 does however permit the legislative body of a city to contribute to the maintenance and care of cemeteries owned by a township if it so chooses. The proposed cemetery agreement that would allow the City of Saugatuck to contribute to the cemeteries owned and operated by Saugatuck Township in exchange Saugatuck City residents will be treated identically to Township residents for purpose of acquiring burial plots. The term of this agreement is for three years.

After discussion Council has requested additional information from City Manager Heise to explain the escalator and to the extent possible clean up the dates for payment.

Motion by Stanton, second by Leo to approve the Cemetery Service Agreement between the City of Saugatuck and the Saugatuck Township and allow the City Manager to explain the escalator and to the extent possible clean up the dates for payment. Motion carried by unanimous roll call vote.

E. The Butler Easement Agreement:

At the recommendation of City staff, the Planning Commission made it a condition of the Butler Restaurant outdoor patio approval (40 Butler St) that an easement be established for the boardwalk area, ensuring public access. The only instrument that currently "allows" for public access on the boardwalk is a street-end license, which could be terminated. It is the goal of City staff to take extra effort and expense to solidify public access to the waterfront whenever opportunities present themselves.

Motion by Gardner, second by Bekken to approve the Boardwalk Easement Agreement between City of Saugatuck ("Grantee"), and Butler Place Property, LLC ("Grantor"). Motion carried by unanimous roll call vote.

F. Budget Adjustment:

The City Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary.

Motion by Bekken, second by Gardner to approve Resolution 220110-B amending the FY 21-22 budget as presented. Motion carried by unanimous roll call vote.

12. Public Comments: None

13. Communication:

- A. City Clerk Wolters posted KLSWA and BOR open vacancies on the City website and City bulletin board at City Hall on January 4, 2022.
- B. Dan Fox submitted a letter to Council regarding Pup-Up Patios.

14. Boards, Commissions & Committee Reports:

Dan Fox reported on the Fire District Board Meeting from December 20, 2021.

15. Council Comments:

Russ Gardner reported on the Planning Commission strategic meeting from January 8, 2022. Councilmember Gardner updated Council that the Mt. Baldhead star will be turned off when the Coghlin Park tree is turned off by DPW.

16. Mayor's Comments:

Mayor Pro-Tem Dean thanked City Staff, DPW and first responders in the community for keeping folks safe during the extreme weather event we had over the past several days.

17. Adjourn:

Mayor Pro-Tem Dean adjourned the meeting at 8:40 p.m.

Motion by Stanton, second by Leo to adjourn. Motion carried by unanimous roll call vote.