



CITY COUNCIL MEETING MINUTES

JANUARY 24, 2022 – 7:00 pm

This is an in-person meeting, and will also be livestreamed via Zoom, virtual attendance is encouraged.

Call to Order:

The meeting was called to order by Mayor Lewis at 7:01p.m.

Attendance:

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

Absent: Councilmembers Bekken and Trester were both excused.

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

There were twenty-four persons in the audience.

Consent Agenda:

1. Approval of Regular Meeting Minutes from January 10, 2022:

a. Corrections to the minutes of January 10, 2022:

1. Item 11F, change from “Motion by Bekken, second by Bekken” to “Motion by Bekken, second by Gardner”.

2. Accounts Payable in the amount of \$340,550.01.

Motion by Leo, second by Stanton to approve the Consent Agenda. Motion carried by roll call vote 5-0.

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.

Agenda Changes:

1. Agenda Item 7, add two guest speakers Allegan County Clerk Bob Genetski and Allegan County District 1 Commissioner Dean Kapenga.

2. Agenda Item 15, delete closed session.

Guest Speakers:

Allegan County Clerk Genetski updated Council with his respective departments of elections, vital records, circuit court records and register of deeds.

Allegan County Commissioner Kapenga informed Council on the progress of the Allegan County five-year strategic plan.

Public Comment on Agenda Items:

City of Saugatuck resident Glenna DeJong spoke in support of Agenda Item 12H, Blue Star Trail Project.

City of Saugatuck resident Marsha Caspar spoke in support of Agenda Item 12H, Blue Star Trail Project.

Douglas resident Richard Donovan spoke in support of Agenda Item 12H, Blue Star Trail Project.

Introduction of Ordinances: None

Public Hearings: None

Unfinished Business: None

New Business:

Kalamazoo Lake Sewer and Water Authority reappointment:

The reappointment for the Kalamazoo Lake Sewer Water Authority Board position is as follows:

The reappointment of Mark Bekken with said term expiring February 28, 2025.

Motion by Stanton, second by Gardner to approve the Mayor's appointment of Mark Bekken as presented. Upon voice vote Motion carried 5-0.

Board of Review reappointment:

The reappointment for the Board of Review position is as follows:

The reappointment of Nico Leo with said term expiring January 1, 2025.

Motion by Dean, second by Stanton to approve Mayor's appointment of Nico Leo as presented. Motion carried 5-0.

2022 Summer Tax Collection for Ottawa Area ISD:

The agreement is between the City of Saugatuck and Saugatuck Public Schools for the collection of the Saugatuck Public Schools and the Ottawa Area Intermediate School District (OAISD) 2022 summer tax levies at a rate of \$2.75 per parcel.

Motion by Leo, second by Dean 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 2022 summer tax levies at a rate of \$2.75 per parcel. Upon voice vote Motion carried 5-0.

Wicks Park Boat Slips:

The City of Saugatuck owns ten 24' boat slips located at Wicks Park. The City leases the slips out on an annual basis. The lease rates are reviewed by City Council on an annual basis. Staff is recommending the schedule of fees be amended by increasing the rates \$300. New rates suggested are \$2,000 for non-residents and \$1,800 for residents.

The City Council directed the City to make all repairs needed to the boat slips.

Motion by Stanton, second by Leo to approve amending the City of Saugatuck schedule of fee as follows Wick's Park boat slip lease, \$1,800 for residents and \$2,000 for non-residents. Upon voice vote Motion carried 5-0.

Chain Ferry Agreement:

Owner of Star of Saugatuck LLC presented to Council several planned capital improvements which received favorable responses. Given the investment, and as presented by the owner, an extension to the current agreement of five years is requested. Existing agreement term was five years; May 13, 2019-2024, new agreement will be extended to May 13, 2029.

Motion by Stanton, second by Dean to extend the existing Chain Ferry operations agreement and date from May 13, 2024 to May 13, 2029. Motion carried by voice vote: (Yes Vote) - Leo, Stanton, Dean, Lewis (No Vote) - Gardner.

Expanded Outdoor Dining Areas:

To follow up on the policy options presented to City Council during two Pop-Up Patio (PUP) Special Meetings in December, city staff has assembled recommendations to improve the Pop-Up Patio permit policy. Council and community comments supported policy option two, in which the permit policy remains but with changes. Given the uncertainty of the COVID-19 Pandemic and the evolution of new contagious variants, maintaining the policy will assist businesses through the next year. Regardless of pandemic status, the City may consider maintaining a PUP policy in future years.

Below is the list of recommended changes from city staff for Council to evaluate and vote on:

- Add fee to permit. Staff recommends a charge of \$200 per parking space consumed per month.
- Change the maximum allowable dimensions of the patio space from 8ft by 60ft to 8ft by 40ft. If the outdoor dining patio is located on an angled parking street, the patio may extend 15ft from the face of the curb, instead of 8ft.
- Prohibit carpeting or ground coverings of any kind in patio spaces. Storm drain must NOT be covered.
- Electrical lighting and traffic reflectors are BOTH required in expanded outdoor dining spaces.
- Barrier structures must not be made of flexible materials. Examples of non-flexible materials include wood and plastic. Examples of flexible materials include rope and canvas.

Verizon Small Cell Agreement:

Proposed locations for two new Verizon small cell facilities are in the right-of-way at 561 Francis Street and 253 Spear Street.

Motion by Leo, second by Stanton the location of proposed small cell wireless facilities in the public right away at 561 Francis and 253 Spear Street on existing utility poles. Motion carried by roll call 5-0.

Blue Star Trail Project:

City staff and the Chair of the Blue Star Trail Committee reviewed the concerns presented by the Michigan Department of Transportation with the Transportation Alternative Program (TAP) grant submitted as the lead applicant. Overall, the meeting was very positive, however with the anticipation of a few minor design changes and the potential for escalating construction cost it is recommended that the City increase its contribution to the project from \$10,000 to \$50,000. This would increase the total

project cost by an additional 6% over existing.

Motion by Dean, second by Leo. Motion carried by roll call vote: (Yes Vote) – Leo, Stanton, Dean, Lewis (No Vote) – Gardner.

Public Comments:

Christine from Wicks Park commented that she would like to see detailed guidelines regarding barriers on Pop Up Patios.

Lt. Ensfield joined to see if Council had any questions on his staff report.

Communications:

Heron Bay Condominium Association submitted a letter to Council requesting a resolution of a no wake zone between the Blue Star Highway bridge and the I-196 Highway bridge on the Kalamazoo River.

Closed Session: Closed session was cancelled due to an agenda change at the beginning of the meeting.

Boards, Commissions & Committee Reports:

Councilmember Gardner spoke on behalf of the Planning Commission and The Mt. Baldhead Group. Planning Commission is currently working on 2022 and 2023 strategic goals using a SMART goal approach. Mt. Baldhead Group will be presenting a recap at the first Council meeting in February.

Councilmember Stanton spoke on behalf of the Historic District Commission. They approved a new dumpster to be either at the east side of the building where Scooters is in or at the tall brick condominium building behind Scooters.

Mayor Lewis spoke on behalf of the Tri-Community Recycling Ad-Hoc Committee. The February meeting agenda will include a Zoom call with Cassandra Ford regarding the grant for a recycling audit. The March meeting will be getting ready for the household hazardous waste day which is supported by the Saugatuck-Douglas Rotary Club.

Council Comments:

Councilmember Leo thanked Friends of the Blue Star Trail. They have spent \$64,000 in total on engineering and are covering 9% of our community match, which is \$205,000. She noted this community is one of the few communities that has a group like Friends of the Blue Star Trail that has stepped up to pay that match.

Mayor Pro-Tem Dean complimented City Staff on proactive communication getting the word out about the recent scheduled power outage.

Mayor's Comments:

Mayor Lewis encouraged everyone to remain safe and to take care of one another. There is information coming soon from the federal government regarding ARPA money which could assist with some Council topics of discussion.

Adjourn:

Mayor Lewis adjourned the meeting at 8:17 p.m. *Motion by Dean, second by Gardner to adjourn. Motion carried by voice vote.*