



**CITY COUNCIL MEETING MINUTES**  
**March 11, 2024**

The City Council met for Regular Council Meeting at 7:00 p.m.  
City Hall  
102 Butler St., Saugatuck, MI 49453.

**Call to Order:**

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

**Pledge of Allegiance.**

**Attendance:**

Present: Mayor Stanton, Mayor Pro-Tem Baldwin and Councilmembers Anderson, Muncey and White.

Absent: Gardner

*Motion by Baldwin, second by Anderson to excuse councilmember Gardner from tonight's meeting. Via voice vote, motion carried 6-0.*

Others Present: Interim City Manager & Director of Planning/Zoning & Project Management Cummins, Department of Public Works Superintendent Herbert, Attorney Kyle O'Meara and Clerk Wolters.

**Mayor's Comments:**

She thanked all for being there along with all the hard work recently from the Planning Commission. She thanked Ryan Cummins for the extra effort of taking on the interim city manager position. The community build for the playground is April 15<sup>th</sup> through April 17<sup>th</sup>, sign up period is open. DPW has brush and leaf pick up starting up again. DPW is appreciated! She has gratitude for her fellow councilmembers. She appreciates how civil their discussions have been. She appreciates the constructive criticism from the community, it has helped improve the community. She wants to keep improving and making the city even better, it's an incredible community.

**City Manager Comments:**

Interim City Manager Cummins shared the good news received earlier in the day. The City applied for a technical, managerial, and financial grant from EGLE. The City was successful in receiving a grant approval in the amount of \$221,600 to start the process to look at the lead service lines.

**Agenda Changes:** None.

**Guest Speakers:** None.

**Public Comment on Agenda Item Only:**

Dan Fox, resident: Suggested council looks at MML for City Manager hiring process. Noted that the answers to killing rumors is more facts, regarding recent City Manager vacancy.

Richard Williams, resident: Is opposed to increasing tax for short-term rentals. He questioned expenses on the ledger included in the packet.

Laura Durham, resident: Shared concern about the amount of money spent regarding the city manager vacancy. Hopes the council is patient with hiring a new city manager.

Gary Kemp, resident: Opposed to proposed short-term rental fees and resolution supporting short-term rental tax.

**Consent Agenda:**

- A. Regular City Council Meeting Minutes – February 29, 2024.
- B. Updated agreement with Burnett & Kastran P.C. for legal Services
- C. Right of Way Application – Ann Hayes

*Motion by Muncey, second by Dean to pass the consent agenda for March 11, 2024. Upon roll call vote, motion carried 6-0.*

**Staff Reports:**

Interim City Manager/Director of Planning & Zoning, Treasurer, DPW Superintendent and Engineer submitted status reports of current activities since the last Council meeting on February 29th, 2024, for their respective departments.

**Boards, Commissions & Committees:**

Fire District Administration Board:

- Saugatuck Township Fire Department website has many informational and statistical reports.
- February incident count was up 16%.
- Received \$15,000 back from cost recovery.
- Received \$20,000 from insurance regarding truck accident.
- Next meeting is March 18<sup>th</sup>.

Interurban Board, Councilmember Muncey:

- They continue to interview for the Director position.
- Phyllis Yff received an award from Douglas, a word of recognition.
- Interurban is open until 7 p.m. nightly.

KLSWA, Barry Johnson: None.

Kalamazoo Lake Harbor Authority, Mayor Stanton:

- Next meeting April 9<sup>th</sup>.

Zoning Board of Appeals: None.

Historic District Commission, Councilmember Gardner: None.

Planning Commission, Chair Councilmember Anderson:

- Next meeting is March 21<sup>st</sup>.

Parks and Public Works Committee, Mayor Pro-Tem Baldwin:

- Next meeting is Friday.

Tri-Community Non-Motorized Trail Study Committee, Councilmember Dean: None.

**Request for Payment: None.**

**Approval of Accounts Payable:**

A. Accounts Payable in the amount of \$160,617.34.

*Motion by Dean, second by Anderson to approve the accounts payable in the amount of \$160,617.34. Via roll call vote, motion carried 6-0.*

**Introduction of Ordinances: None.**

**Unfinished Business: None.**

**New Business:**

Short-Term Rental Enforcement Plan:

*Motion by Dean, second by Baldwin to approve the Short-Term Rental enforcement plan. Via roll call vote, motion carried 6-0.*

Granicus Proposal for Third Party Short-Term Rental Enforcement Support:

*Motion by Anderson, second by Baldwin to approve the agreement with Granicus for their address identification and 24/7 hotline solution in the prorated amount of \$2,992.60 for April 30 to June 30 2024, \$17,665.21 for full year 1, \$18,548.47 for year 2, and \$19,475.90 for year 3. Via roll call vote, motion carried 6-0.*

Resolution 240311-C- Short-Term Rental Fees:

*Motion by Baldwin, second by Dean to approve Resolution No. 240311-C approving a change in the City's schedule of fees for short-term rentals. Via roll call vote, motion carried 6-0.*

Resolution 240311-A- Support of Short-Term Rental House Bill 5438:

*Motion by Dean, second by Baldwin to adopt Resolution No. 240311-A supporting HB 5438 and its proposed statewide excise tax, comprehensive registry, and local zoning regulations for short-term rentals. Via roll call vote, motion carried 5-1. Yes- Anderson, Baldwin, Dean, Stanton. No- Muncey. Abstain- White.*

**Resolution 240311-B- DNR Trust Fund Grant – Blue Star Trail:**

*Motion by Baldwin, second by Anderson to approve Resolution No. 240311-B approving the Michigan Natural Resources Trust Fund Development Project Agreement for the Blue Star Non-Motorized Trail. Via roll call vote, motion carried 6-0.*

**City Manager Search Proposal:**

*Motion by Anderson, second by Dean to approve the hiring of Walsh Municipal Services in the hiring process of city manager in the amount not to exceed \$9800. Via roll call vote, motion carried 5-1. Yes- Anderson, Baldwin, Dean, Stanton, White. No-Muncey.*

**Additional Compensation for Interim City Manager:**

*Motion by Dean, second by Baldwin to approve a stipend for Interim City Manager Ryan Cummins in the amount of \$1000.00 per week in addition to his regular salary until a permanent City Manager is in place. Via roll call vote, motion carried 6-0.*

**Public Comment:**

Dan Fox, resident: Suggested for council to run a background check on city manager candidates.

Richard Williams, resident: Explained the importance of a background check on city manager candidates. He noted that the third-party service will not be fully tax neutral for years.

Joe Leonatti, resident: Questioned the reason for leaving for the past city manager. Questioned the amount of money paid to the previous city manager for resignation.

Laura Durham, resident: Questioned how the newly hired third party will track complaints.

Chrisitan Kindel, resident: In favor of background checks for city manager candidates. Questioned the amount of money paid out to the previous city manager.

Gary Kemp, resident: In favor of hiring Granicus. Opposed to raising short term rental taxes.

Frank Walsh, non-resident: Thanked the council for supporting his business. They use third party background checks for all candidates.

**Correspondence**

A. Catherine Simon

**Council Comments:**

- Councilmember Anderson:  
Clarified that non homestead taxes go to the state not to the city. Noted that people who make fake reports on short-term rentals are subjected to a fine.
- Mayor Pro-Tem Baldwin:  
She is not against short-term rentals; she is pro short-term rentals. They just needed to be regulated.

- Councilmember Dean:  
He understands both sides of short-term rentals. Thanked Mayor Stanton and Councilmember Anderson for sitting on the short-term rental task force committee. Proud of the council for tackling the short-term rental issue.
- Councilmember Muncey:  
He explained that taking criticism comes with the territory no matter what city people are in. He appreciates the civil conversations during council meetings. Create a succulent scape will be happening at Wicks Park Bar and Grille, Wednesday from 6 p.m. until 8 p.m.
- Councilmember White:  
Reminded everyone that Ryan Cummins's last name is not Cummings. There is a new health facility on Blue Star Highway. He agrees with having a background check for the next potential new hire. Congratulated the fire department for their new apparatus. Proud of the fire department or working first responder response time.

**Adjournment:**

*Motion by Muncey, second by Baldwin to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Stanton adjourned at 8:30 p.m.*

Respectfully Submitted

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Jamie Wolters, City Clerk