



**CITY COUNCIL MEETING MINUTES**  
**March 25, 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, Gardner, Muncey and White.

Absent: None.

Others Present: Interim City Manager & Director of Planning/Zoning & Project Management Cummins, Treasurer Stanislawski, Department of Public Works Assistant Superintendent Herbert, Attorney Jake Witte and Clerk Wolters.

**Mayor's Comments:**

Thanked Mayor Pro-Tem for filling in for her while on vacation. Thanked Ryan Cummins and the Council for keeping her in the loop. She appreciates the Council members that pull up their sleeves and tackle the tough issues in the City. The Village Square Playground build sign up is up and encouraged people to sign up.

**City Manager Comments:**

Welcomed the Mayor back.

**Agenda Changes:**

Motion by Muncey, second by Baldwin to allow Dean Kapenga as guest speaker. Via voice vote, motion carried unanimously.

**Guest Speakers:** Dean Kapenga, Allegan County District 3 County Commissioner.

- It's great to have diverse people who think of things differently.
- Mr. Kapenga chairs the Mac Health and Human Services.

- The director of Community Mental Health said they are having difficulty with staffing. There are three million people getting help from CMH.
- There is an opening on the board of the road commission, which has a \$26 million budget.
- He attended the sheriff's department awards banquet.
- They are looking into whether there is a possibility of using side-by-side vehicles on county land.

**Public Comment on Agenda Item Only:**

Christine Murphy Pierce, non-resident: In support of outdoor patios. She has an item on the agenda for an outdoor eating area. Thanked Ryan Cummins for his work and for always answering her questions.

**Consent Agenda:**

*Motion by Dean, second by Baldwin to approve the consent agenda containing the following items: Item A: Regular City Council Meeting Minutes – March 11, 2024, B. Approval of low bid from Kramer Services for City Hall Drainage and Concrete Work, C. Approval of Cemetery Services Agreement Extension, D. Approval of Revocable License Agreement for Sidewalk and Street Seating – Wick Park Bar & Grille, E. Approval of the Special Event – The Mt. Baldhead Challenge, F. Appointment of Logan White to the Kalamazoo Lake Harbor Authority. Via roll call vote, motion carried unanimously.*

**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 March 11, 2024, for their respective departments.

**Boards, Commissions & Committees:**

Fire District Administration Board, Dan Fox:

Updates from the March 18<sup>th</sup> meeting:

- Received cost recovery in the amount of \$5,400.00.
- Calls are up 16% percent and response up a bit.
- Continued to work on developing a school safety program.
- Received another grant for \$20,000 for their attenuator truck they are purchasing.
- Thanked councilmember Anderson for joining the fire board meeting.
- Jurisdictions are responsibility to ensure all fire hydrants are a minimum 18 inches from the ground.
- They created a sub-committee to evaluate special event fees for cost of the fire district resources.

Interurban Board, Councilmember Muncey:

- Working with Mayor on Proclamation for Phyllis Yff.
- They hired an internal candidate to replace the director.
- Interurban is open until 7pm and will increase hours on Memorial Day for the summer.

KLSWA, Barry Johnson: None.

Kalamazoo Lake Harbor Authority, Mayor Stanton:

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

Zoning Board of Appeals, Ryan Cummins:

- They granted a setback variance for 184 Park Street.

Historic District Commission, Councilmember Gardner:

- Next meeting is April 4<sup>th</sup>.

Planning Commission, Chair Councilmember Anderson:

- At the last meeting they spent time discussing short-term rental CAPS and what if anything the Planning Commission may recommend.
- The planning consultant will provide updated information and mapping next month to review.
- They discussed looking at zones to see if they make sense or need to be changed.
- Starting to research parking in the city.
- Reviewed master plan versus larger zoning updates as far as the current ordinance.

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

- Next meeting is March 26th.

Tri-Community Non-Motorized Trail Study Committee, Councilmember Dean:

- Ryan Cummins is getting briefed on the Blue Star Trail.
- Possible in future to add some funding to add a traffic light study.
- Looking at divider options between vehicle and bicycle traffic lanes.

**Request for Payment:** None.

**Approval of Accounts Payable:**

A. Accounts Payable in the amount of 83,034.73.

*Motion by Muncey, second by Gardner to approve the accounts payable in the amount of \$83,034.73. Via roll call vote, motion carried unanimously.*

**Introduction of Ordinances:** None.

**Unfinished Business:** None.

**New Business:**

EGLE TMF Grant and Engineering Services for Final Distribution System Materials Inventory.

*Motion by Muncey, second by Gardner to approve the Community Technical, Managerial, and Financial Support for Lead Service Line Replacement Grant Agreement between the Michigan Environment, Great Lakes, and Energy and the City of Saugatuck. Via roll call vote, motion carried unanimously.*

*Motion by Anderson, second by Muncey to approve the Fleis & VandenBrink EGLE Technical, Managerial, and Financial Grant Proposal for Engineering Services in the amount of \$55,500. Via roll call vote, motion carried unanimously.*

Resolution 240325-A and Ordinance 240325-A - Short-Term Rental, Noise, and Zoning Fines.

*Motion by Baldwin, second by Dean to approve Resolution No. 240325-A establishing fines for short-term rental ordinance violations. Via roll call vote, motion carried unanimously.*

*Motion by Baldwin, second by Anderson to approve Ordinance No. 240325-A amending the schedule of fines in the City code. Via roll call vote, motion carried unanimously.*

**Public Comment:**

Catherine Simon, resident: The airport property value should be assessed and there are other needs in some of the other parks that have higher priorities.

Kelly Roche, resident: Spoke on misinformation regarding the airport property.

Dan Fox, resident: Until the value of the airport property is known, the term due diligence is not accurate.

Elizabeth Peterson, non-resident: Introduced her as she is running for circuit court judge in Allegan County.

Glenna DeJong, non-resident: Responded to questions from Council at their recent workshop about the airport property.

**Correspondence:** Diana Decker

**Council Comments:**

- Councilmember White: He is not opposed to the use of the airport property. The airport property is presented as a park, and a park to him feels like something you can go to and enjoy. The airport property is a huge city resource. There are a lot of ideas about it. The donors' extremely generous offer of the airport property deserves a decision. He is neutral on the subject and willing to listen to anyone that wants to discuss the property.
- Councilmember Muncey:  
Many restaurants will be open for Easter. There is a parade in Douglas on Sunday at 1pm and there will be a contest.
- Councilmember Dean:  
Many kids have norovirus so was your hands.
- Mayor Pro-Tem Baldwin:  
Congratulated Glenna DeJong and Marsha Caspar on their 10-year wedding anniversary and noted they were the first same sex couple to be married in the State of Michigan.
- Councilmember Gardner:  
Congratulated Glenna and Marsha as well.
- Councilmember Anderson:  
Thanked Glenna for her service on PPW, also the other PPW members present- Kelly and Keith. Thanked Dan Fox for serving on the fire board. Corrected her last comment at the Council

meeting that non homestead taxes do you to the school. If the population was increased by only 24 students that would more than make up fo the amount of money the city gets for those extra mills.

**Adjournment:**

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

Respectfully Submitted

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Jamie Wolters, City Clerk