



CITY COUNCIL MEETING MINUTES
June 24, 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 Pro-Tem Baldwin at 7:00 p.m.

Pledge of Allegiance.

Attendance:

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

Absent: Mayor Stanton.

Motion by Anderson, second by Dean to excuse Mayor Stanton from tonight's meeting. Via voice vote, motion carried 6-0.

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

Mayor's Comments: None.

City Manager Comments: None.

Agenda Changes:

Motion by Gardner, second by Dean to add County Commissioner Dean Kapenga as guest speaker. Via voice vote, motion carried 6-0.

Guest Speakers:

County Commissioner Dean Kapenga:

- Judge Baker gave stats last week
 - 2663 new cases filed
- New addition of Judge going well
- Time capsule found during construction, partnered with historical society to open. They put a new one in.
- The court summoned 4950 county residents as jurors.
- A report from the health department of all they do:
 - Environmental health for wells, septic tanks, soil erosion, restaurant inspections,

- groundwater contamination and beach samplings.
 - Plan health education for students.
 - Personal health for immunizations, hearing, vision, children and special health care and provide education on-site inspections.
 - Health need assessment, community health improvement plans.
- Have spent two years on groundwater study and when completed will go out to cities and townships.

Public Comment on Agenda Item Only: None.

Consent Agenda:

- A. Regular Meeting Minutes- June 10, 2024.
- B. MERS 457 Employer Contribution Addendum.
- C. Resolution 240624-B- A Resolution Authorizing Qualified Institutions to Provide Investment Services for the City and Authorizing City Officers to Act as Signatories on Behalf of the City.

Motion by Dean, second by Anderson to approve the consent as presented. Via roll call vote, motion carried 6-0.

Staff Reports:

City Manager/Director of Planning & Zoning, Treasurer, City Clerk, Police and Engineer submitted status reports of current activities since the last Council meeting on June 24, 2024, for their respective departments.

City Manager Cummins added to his report:

- The Oval Beach E. Coli advisory has been lifted.
- Receiving a little over \$10,000 from insurance for reimbursement of costs from recent lawsuit.

Superintendent Herbert added to his report:

- Irrigation at Village Square Park will be installed during the upcoming week.

Boards, Commissions & Committees:

Fire District Administration Board, Dan Fox:

- Saugatuck Township and Douglas endorsed the Fire budget.
- Presented photograph of Coast Guard training with both sheriff and fire departments.

Interurban Board, Councilmember Muncey:

- Turning two more buses to propane which is cheaper and cleaner.
- Rider numbers increased 14.8% compared to last May's ridership.
- The building project does not need an archaeological dig.
- The director drove Saugatuck Township officials around to tour the lakeshore to show the erosion.
- Had a ceremony for Maria Muha who served on the board for almost 40 years.

KLSWA, Barry Johnson:

- Started sampling for lead and copper, everything has been within criteria thus far.
- 2023 water quality report has been posted and distributed.
- Conducted a workshop meeting about the water agreement, City Manager Cummins was present.

Kalamazoo Lake Harbor Authority, Councilmember White: None.

Zoning Board of Appeals, Ryan Cummins:

- No meeting this month.

Historic District Commission, Councilmember Gardner:

- Next meeting July 10th at 6:00 p.m.

Planning Commission, Chair Councilmember Anderson:

- The last meeting focused on CAPS regarding short-term rentals.
- They voted 4-3 to recommend a 20% CAP in R1 districts.

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

- The next meeting is July 25th at 10 a.m.

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

- Nothing more than what is noted in the City Manager report.

Request for Payment: None.

Approval of Accounts Payable:

- A.** Accounts Payable in the amount of \$101,441.04.

Motion by Gardner, second by Anderson to approve the accounts payable in the amount of \$101,441.04. Via roll call vote, motion carried 6-0.

Introduction of Ordinances: None.

Unfinished Business: None.

New Business:

Resolution 240624-A- Budget Amendments for Fiscal Year 2023-2024:

Motion by Muncey, second by Dean Motion to approve Resolution No. 240624-A to amend the budget of the 2023/2024 General Appropriations Act. Via roll call vote, motion carried 6-0.

Fire Department Budget for Fiscal Year 2024-2025:

Motion by Dean, second by Muncey to approve the fire department budget for fiscal year 2024-2025. Via roll call, motion carried 6-0.

Engagement of Plant Moran for Financial Consulting Services:

Motion by Anderson, second by White to approve the engagement letter and the accompanying professional services agreement with Plant Moran.

Motion amended by Anderson:

Motion by Anderson, second by White to approve the engagement letter and the accompanying professional service agreement with Plant Moran PLLC using the option of a blended rate. Via roll call, motion carried 6-0.

Temporary Wayfinding Signage Request:

Motion by Muncey, second by Gardner approve the request from Cellar Door Trades to place temporary wayfinding signage consistent with the submitted sample. Approval is based on the following conditions:

- 1. The sandwich board shall not obstruct the general flow of pedestrian traffic or cause a vision obstruction.*
- 2. The sign shall not be displayed between the hours of 10p-7a.*
- 3. No names, logos, or other features specific to any business shall be displayed.*
- 4. The City reserves the right to withdraw this authorization at any time.*

Via voice vote, motion carried 6-0.

Hardscaping Installation Request – Wicks Park Bar & Grille:

Motion by Muncey, second by Dean to approve the request from Wicks Par Bar and Grille to install concrete pavers between the sidewalk and curb along Mary Street subject to the following conditions:

- 1. Pavers shall meet engineer and Department of Public Works requirements and specifications.*

Muncey withdrew his motion.

Motion by Gardner, second by Anderson to deny the application as presented. Via voice vote, motion carried 6-0.

Consideration of 6:30p Start Time for Regular City Council Meetings:

Motion by Anderson, second by White to change the start time for future City Council regular meetings to 6:30 p.m. Via voice vote, motion carried 6-0.

Right of Way Signage Request:

Motion by Muncey, second by Gardner to approve the right of way sign application by the Chamber Music Festival of Saugatuck.

Muncey amended his motion:

Motion by Muncey, second by Gardner to approve the right of way sign application by the Chamber Music Festival of Saugatuck excluding the five-foot feather flag sign but including the two by three a-frame sign and seven foot banner. Via voice vote, motion carried 6-0.

Boards/Commission/Committee Reappointments:

Motion by Muncey, second by Dean to re-appoint the following:

- Christopher Bagierek to the Planning Commission with a term ending July 1, 2027.*
- Bobbie Gaunt to the Planning Commission with a term ending July 1, 2027.*
- Bob Kubasiak to the Zoning Board of Appeals with a term ending July 1, 2027.*
- Timothy Straker to the Historic District Commission with a term ending August 1, 2027. 117*
- Keith Paterson to the Historic District Commission with a term ending August 1, 2027.*
- Keith Charak to the Parks and Public Works Committee with a term ending August 1, 2026.*
- Bryan Hoffman to the Parks and Public Works Committee with a term ending August 1, 2026.*

Via voice vote, motion carried 6-0.

Public Comment:

Joe Leonatti, resident: He would like to see consideration that all decisions made are on firm legal grounds.

Myrene Koch, non-resident: Introduced herself as she is running for Allegan County prosecutor.

Sevryn Nowicki, resident: Thanked Council for approving the wayfinding signage that was on the

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agenda.

Correspondence: None.

Council Comments:

- Councilmember Anderson:
 - Acknowledged City Manager Cummins stepped down from the Grand Haven City Council and knows the people of Grand Haven appreciated his service.
 - Thanked Fire Department for the informative budget presentation.

- Councilmember Gardner:
 - Made a correction to his June 10 Council meeting statement:
 - “We are not a corporate board with typical officers that is CEO, CFO etc. and board members. We are seven individuals elected to represent the residents of our city. Per section 4.12 of our city charter-
 - The mayor shall preside at all meetings of the Council shall speak and vote at such meetings as any other council member shall be recognized as head of city government for all ceremonial purposes and for purposes of military law, but shall have no administrative duties.
 - The Mayor Pro Tem shall act as mayor during the absence or disability of the mayor.
 - Regarding the city manager, per the current job description, the city manager serves as the Chief Administrative Officer for the City ensuring all laws and ordinances are properly enforced. implementing policies and directives to the council and coordinating the day-to-day activities of diverse city operations and staff so just need to correct and Thank you.”

- Councilmember Dean
 - Thanked Peter Stanislawski for his service to the City and the success that the City has enjoyed over the years in terms of a healthy fund balance and continued fiscal responsibility.
 - He congratulated Ryan Cummins and is excited for him.
 - He reminded all that the Council is the board of directors, Mr. Cummins is the CEO, Mayor Stanton is the chair of the board of directors. If everyone on the council were to go to the City Manager every day with a new priority, nothing will get done. He encourages all to continue to follow the City Strong Manger form of governance.

- Councilmember Muncey:
 - Thanked April Gundy and CVB for hosting Music in the Park.
 - Interurban has a free shuttle to and from events.
 - Asked if Council was riding in the DPW dump truck for the Fourth of July parade.

- Councilmember White: None.

Adjournment:

Motion by Gardner, second by Dean to adjourn the meeting. Upon voice vote, motion carried unanimously. Mayor Pro-Tem Baldwin adjourned at 8:31p.m.

Respectfully Submitted

Jamie Wolters, City Clerk