



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
WEDNESDAY, JULY 5, 2023 – 7:00 P.M.  
86 W CENTER ST., DOUGLAS, MI**

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**MINUTES**

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1. Call to Order: Mayor Donovan called the meeting to order at 7:00 p.m.
2. Roll Call: Present – Freeman, North, O’Malley, Seabert, Walker, Donovan  
Absent – Naumann
3. Pledge of Allegiance led by Mayor Donovan
4. Consent Calendar
  - A. Approval of the July 5, 2023, Council Meeting Agenda
  - B. Approval of the June 19, 2023, Closed Session Minutes
  - C. Approval of the June 19, 2023, Council Meeting Minutes
  - D. Approval of invoices in the amount of \$230,234.84
  - E. Proclamation – City Logo and Dedicating of City Flag  
Mayor Donovan read the dedication proclamation for the city flag.

Motion by Seabert, with support from Freeman, to approve the July 5, 2023, consent calendar.  
Motion carried by unanimous roll call vote of those present.

5. Public Communication – Verbal (Limit of 3 Minutes)

Joe Milauckas, an applicant for the Lakeshore Wood Private Road, briefly spoke to the council making himself available for questions.

6. Public Communication – Written
  - A. Frank Holub – Deer population
  - B. Joan Leonard – “Y” at end of Chestnut and Blue Star
  - C. Debbi & Fred Larsen – Chicken Letter
  - D. Deputy Clerk Kasper – Filing Notice

7. Unfinished Business: No unfinished business

8. New Business

A. National Night Out Event

Chief Kent informed the council that this event is being arranged as a meet and greet for the community. Everyone is invited to meet their local safety personnel, attending will be the State Police, County Police, Township Fire Department, EMS, and Douglas Police.

Motion by Walker, with support from Freeman, to approve the Special Event Permit Application for National Night Out 2023, to be held on August 1, 2023, at Beery Field from 6:00 to 8:00 pm  
Motion carried by unanimous roll call vote.

B. Ordinance 02-2023 – 66<sup>th</sup> Street Sale First Reading: No action required

C. Lead Water Service Line Replacement – Sole Source Vendor

Motion to Seabert, with support O’Malley, to approve Unema Plumbing of Holland, Michigan as a preferred sole source vendor for lead service line replacements for Fiscal year 23/24 or until the budget is exhausted. Motion carried by unanimous roll call vote.

D. Resolution No. 24-2023 – Lakeshore Woods Private Road

City Planner stated the Planning Commission gave a favorable opinion, if council chooses not to approve the application, then it should go back to the Planning Commission. The road is intended as an emergency access if Lakeshore Dr. gives way.

Motion by Seabert, with support from Freeman, to adopt Resolution 24-2023 – the private road application for Lakeshore Woods private road on the parcel located at 2862 Blue Star Hwy (referred to as “Tranquil” parcel), based on the favorable recommendation of the Planning Commission and the findings noted in Williams & Works memorandum dated June 8, 2023, and subject to the following conditions:

1. The applicant shall address any issues outlined by the Saugatuck-Douglas Fire Department.
2. The applicant shall work with Saugatuck Township to satisfy any requirements related to Declaration and Grant of Easement document that may not be addressed in the Douglas Zoning Ordinance.
3. Upon Council approval, the applicant shall record the Declaration and Grant of Easements prior to use of the private road and provide the City of Douglas with a recorded copy.
4. The City Attorney shall have final review of the expected revision to the Declaration and confirm to the City Planner that the Declaration, as revised, satisfies the City Ordinance and the expectations outlined in the City Attorney’s letter dated 6/29/23

Motion carried by unanimous roll call vote.

9. Reports

- A. Planning will have a meeting on the 13<sup>th</sup> of July.  
Kalamazoo Lake Sewer and Water Authority minutes are online.  
DDA will be replacing the sign at Blue Star with a sign that is more proportioned.  
DDA member Kabri will be hosting a holiday market event.  
Douglas Brownfield Authority continues to wait for the EPA, PM Environment has been chosen to do the debris clean-up work.
- B. The City Manager presented the Treasurer's breakdown for events, actual costs of employee hours donated to each event.  
As requested by Council an energy usage report of Beery field was available, the council directed the City Manager look into two additional fast charging stations as well as fees other communities charge.

10. Public Communications: No communications received

11. Council Comments:

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| Freeman  | Excited about the new signage.  |
| O'Malley | Commented on the traffic following the fireworks  |
| North    | Thanked everyone for a safe holiday   |
| Seabert  | Good to see Mayor Donovan in the Saugatuck Parade, give the city a good look<br>Nice to see how clean the city was following the fireworks. |
| Walker   | Agreed with Seabert.  |

12. Mayor's Report:

Mayor gave a brief analysis of his parade attendance and remarked on the great job the crew did with the holiday clean-up.

Motion by Seabert, with support from North, to enter into closed session per Sec. 15.268, §8(a) of the Open Meetings Act, to consider a periodic personnel evaluation of a public officer, employee, staff member, or individual agent, if the named individual requests closed hearing.  
Motion carried by unanimous roll call vote.

Motion by Walker, with support from North, to enter back into the regular session of council.  
Motion carried by unanimous roll call vote.

13. Motion by North, with support from Seabert, to adjourn the meeting. Meeting adjourned at 9:00 P.M. by gavel of Mayor.

Approved on this 17<sup>th</sup> day of July, 2023

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Jerome Donovan, Mayor

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Laura Kasper, Interim City Clerk

**Certification of Minutes**

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of the Village of Douglas held on July 17<sup>th</sup>, 2023. I further certify that the meeting was duly called and that a quorum was present.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Laura Kasper, Interim City Clerk