



**THE CITY OF THE VILLAGE OF DOUGLAS**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**MONDAY, APRIL 01, 2024 AT 7:00 PM**  
**86 W CENTER ST., DOUGLAS MI**

---

**MINUTES**

---

1. **CALL TO ORDER:** By Mayor North

2. **ROLL CALL:** By Clerk Kasper

PRESENT

Mayor Cathy North

Councilmember Jerome Donovan

Councilmember Neal Seabert

Councilmember John O'Malley

Mayor Pro-Tem Randy Walker

Councilmember Gregory Freeman

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

3. **PLEDGE OF ALLEGIANCE:** Led by Mayor North

4. **APPOINTMENT OF CITY COUNCILMEMBER:** Following council candidate interviews held during the special meeting prior, paper ballots cast by each Councilmember for their selected appointment to fill the open seat. City Clerk Kasper read each Councilmembers vote into the record. The vote:

O'Malley – 1 vote cast for Demetrhea Terrien

Freeman – 1 vote cast for Matt Balmer

Seabert – 1 vote cast for Demetrhea Terrien

North – 1 vote cast for Matt Balmer

Walker – 1 vote cast for Matt Balmer

Donovan – 1 vote cast for Demetrhea Terrien

Vote tied and did not carry. Councilmembers each gave a brief review of their selected candidate, and a second vote took place. City Clerk Kasper read each Councilmembers vote into the record. Matt Balmer was appointed by majority vote, and City Clerk Kasper administered the oath of office to him. The second vote as follows:

North – 1 vote cast for Matt Balmer

Seabert – 1 vote cast for Demetrhea Terrien

Freeman – 1 vote cast for Matt Balmer

O'Malley – 1 vote cast for Matt Balmer

Donovan – 1 vote cast for Demetrhea Terrien

Walker - 1 vote cast for Matt Balmer

**5. CONSENT CALENDAR**

- A. Approve the Council Meeting Agenda for April 1, 2024 – *amended, item F. moved from Consent Calendar for discussion.*
- B. Approve the Council Workshop Meeting Minutes for March 18, 2024
- C. Approve the Council Regular Meeting Minutes for March 18, 2024
- D. Approve invoices in the amount of \$116,089.08
- E. Town Crier Race

*Motion by Seabert, second by O'Malley, to approve the Consent Calendar of April 1, 2024, as amended. – Motion carried by unanimous roll call vote.*

- 6. INTERURBAN EXECUTIVE DIRECTOR UPDATE:** Phyllis Yff, retired Executive Director of the Interurban Transit Authority introduced the Authority's new Director, Becky Carten-Crandell.
- 7. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY):** Lisa Mize, Executive Director of the Saugatuck Douglas Area Convention & Visitors Bureau, presented a check awarding 50% of the cost for the new Douglas gateway sign.
- 8. PUBLIC COMMUNICATION – WRITTEN:** No communications received.
- 9. UNFINISHED BUSINESS:** No business to address.
- 10. NEW BUSINESS**

- A. Special Event - Beats On Beery – April Gundy with the Saugatuck Douglas Area Convention & Visitors Bureau was present to discuss the event and address questions.

*Motion by Seabert, second by O'Malley, to approve the special event permit application from the Saugatuck Douglas CVB and provide in-kind support for the June 28, 2024 Beats on Beery event. – Motion carried by unanimous roll call vote.*

- B. Special Event - Beats on Beery and Sidewalk Sales - April Gundy with the Saugatuck Douglas Area Convention & Visitors Bureau was present to discuss the event and address questions.

*Motion by Seabert, second by O'Malley, to approve the special event permit application from the Saugatuck Douglas CVB and provide in-kind support for the Beats on Beery and Sidewalk Sale event on August 15th and allow applicant to close Center Street as requested. – Motion carried by unanimous roll call vote.*

- C. Beery Field Tower – City Manager Nocerini discussed the quotes received for Council consideration. Detail of the work includes cutting the poles down to the ground surface, hauling the structural materials away, and allowing the City to keep the directional wind spinner with the Douglas name for potential future use. Councilmembers favored keeping the Douglas top portion and options of restoring for future use.

*Motion by Seabert, second by O'Malley, to approve the quote from Bill's Tree Service of Fennville, Michigan, for the Deconstruction of the Tower at Beery Field in the amount of \$4,500.00, funded by amending the budget for FY23-24, under account number 101-751-979. – Motion carried by majority roll call vote. Voting Yea: Freeman, North, O'Malley, Seabert, Balmer. Voting Nay: Donovan, Walker.*

- D. Douglas Marina – City Manager Nocerini discussed the urgent need to address the deteriorating state of the marina facilities and to allocate resources where they are most needed. Recent inspections have

found numerous issues that demand a substantial financial investment, which the City does not have available amidst a growing list of critical priority projects.

*Motion by Donovan, second by Freeman, to approve the City Administration to issue a request for proposals for the demolition of the building structures at Douglas Marina and accept proposals not exceeding \$500.00 monthly for portable ADA complaint restrooms and a handwashing station. – Motion carried by unanimous roll call vote.*

## **11. REPORTS**

### **A. Commission/Committee/Boards**

1. Planning Commission – meeting next week with Master Plan discussion
2. Kalamazoo Lake Sewer Water – wellhead protection project discussions
3. Downtown Development Authority – thanked CVB for gateway funds, planning for upcoming Earth Day and Derby Day events
4. Kalamazoo Lake Harbor Authority – meets next week
5. Douglas Harbor Authority – first meeting of year on April 16<sup>th</sup>
6. Douglas Brownfield Authority – no meeting
7. Fire Board – no meeting
8. Community Recreation – no meeting
9. Playground Committee – no meeting

- B. Administration Report – City Manager Nocerini discussed conceptual plan sign being placed at the 200 Blue Star property, upcoming City Earth Day event on April 20<sup>th</sup> with DDA, 415 Wiley bid opening on April 4<sup>th</sup>, upcoming budget workshops, and thanked staff for working on Easter for the event.

**12. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA):** Demetrhea Terrien mentioned checking with the local art club for restoring the metal Douglas sign and a pavilion at Douglas Marina.

**13. COUNCIL COMMENTS:** Balmer thanked Councilmembers for appointing him to the open seat and mentioned possible amendments to the social district map.

**14. MAYOR’S REPORT/COMMENTS:** Mayor North congratulated Balmer and thanked DPW for providing detailed tours with equipment.

## **15. ADJOURNMENT**

*Motion by Walker, second by Seabert, to adjourn the meeting.*

Approved on this 15th day of April 2024

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Cathy North, Mayor

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Laura Kasper, 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 April 1, 2024, I further certify that the meeting was duly called and that a quorum was present.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Laura Kasper, City Clerk