



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MAY 20, 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

Councilmember Matt Balmer

Also Present City Manager Lisa Nocerini

City Clerk Laura Kasper

Planning and Zoning Administrator Sean Homyen

3. PLEDGE OF ALLEGIANCE: Led by Mayor North

4. CONSENT CALENDAR

A. Approve the Council Meeting Agenda for May 20, 2024

B. Approve the Council Workshop Meeting Minutes for May 6, 2024

C. Approve the Council Regular Meeting Minutes for May 6, 2024

D. Approve invoices in the amount of \$91,573.32

E. Proclamation - Pride Month

Motion by Seabert, second by Balmer, to approve the Consent Calendar of May 20, 2024 – Motion carried by unanimous roll call vote.

5. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY): No communication

6. PUBLIC COMMUNICATION – WRITTEN: Letters received by Council and recorded in the agenda packet.

A. Frederick Royce Communication

B. Jeff Scott Communication

C. Marchiene Rienstra Communication

7. UNFINISHED BUSINESS

- A. 415 Wiley Next Steps - Providing Direction to the City Administration (L. Nocerini) - Councilmembers discussed the need to gather more detailed financial information regarding values of City owned properties along with looking at the condition of the recently vacated hospital side of the building, was needed before deciding the direction. The City Administration will provide Councilmembers with the financial numbers requested and set up walkthroughs of the hospital side of the building. A Council workshop meeting will be held in June for further discussion and narrowing down contractors for the project.

8. NEW BUSINESS

- A. Resolution 09-2024 - PA 152 Health Insurance Contribution (L. Nocerini) – Annual selection to exempt.

Motion by Seabert, second by Balmer, to adopt resolution 09-2024, and exempt the City from the requirements of PA 152. – Motion carried by unanimous roll call vote.

- B. Resolution 10-2024 - Employee Insurance Plan for Fiscal Year 2024-2025 (L. Nocerini) – Approval of employee insurance plans.

Motion by Seabert, second by O'Malley, to adopt resolution 10-2024, approving Fiscal Year 2024-2025 insurance plans, HSA contribution rates, and employee contribution rates. – Motion carried by unanimous roll call vote.

- C. Resolution 11-2024 Westshore Deadline Extension (S. Homyen) – Advisement of the City Attorney for Council to extend the deadline by which the developer of the Westshore PUD (Ric Dyk/Kevin Einfeld, BDR) must record the permanent easement agreements for the internal trailways to July 31, 2024, allowing the Planning Commission's review and recommendation on the proposed modifications to the internal trailways at the June 13, 2024 meeting, and Council consideration of the final approval on July 1, 2024.

Motion by Seabert, second by O'Malley, to adopt resolution 11-2024, approving the extension of the deadline to record easement agreements for Westshore PUD internal Trailways to July 31, 2024. – Motion carried by unanimous roll call vote.

- D. Special Event - SDACVB Independence Day Fireworks - (L. Nocerini) - The Saugatuck Douglas Area Convention and Visitors Bureau (SDACVB) is taking the lead with having fireworks on July 5th and is seeking the council's approval for the event.

Motion by Seabert, second by Balmer, to approve the special event permit application from the Saugatuck Douglas Area Convention Visitors Bureau for the Independence Day fireworks event on July 5, 2024. – Motion carried by unanimous roll call vote.

- E. Fireworks Indemnification Agreement - (L. Nocerini) – An agreement to indemnify the City of Douglas from liability, listing the City only as additional insured with Small Town Saturday Night and the SDACVB named as the primary insured for the July 5, 2024 fireworks event.

Motion by Seabert, second by O'Malley, to approve the Fireworks Indemnification Agreement for the July 5, 2024 fireworks event. – Motion carried by unanimous roll call vote.

- F. Donation Request - SDACVB - (L. Nocerini) – Approving the SDACVB request of a \$2,000.00 donation for the fireworks display for the July 5, 2024 event.

Motion by Walker, second by Freeman, to approve the donation request from the Saugatuck Douglas Area Convention and Visitors Bureau for the July 5, 2024 fireworks in the amount of \$2,000.00. – Motion carried by unanimous roll call vote.

9. REPORTS

- A. Commission/Committee/Boards
1. Planning Commission – Council will decide zoning of the city owned 17-acre parcel
 2. Kalamazoo Lake Sewer Water – draft agreement workshop held, more information at next meeting
 3. Downtown Development Authority – upcoming gateway ribbon cutting and Pride event
 4. Kalamazoo Lake Harbor Authority – no meeting
 5. Douglas Harbor Authority – no meeting
 6. Douglas Brownfield Authority – no meeting
 7. Fire Board – June 17 budget
 8. Community Recreation – no meeting
 9. Playground Committee – no meeting
- B. Administration Report – City Manager Nocerini thanked DPW and Planning and Zoning Administrator Homyen for doing a great job, acknowledged Deputy Clerk Raza’s hard work and efforts on the Treasurer items she has been tasked with, the open Treasurer position continues to be posted on various platforms, tours of the 415 Wiley hospital section this week, and she gave thanks to Veterans and their families.

- 10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA):** Mike Villar discussed that he is running for Allegan County Prosecutor. Frederick Royce talked about his letter in the packet which discussed deer fencing issue. Laura Peterson stated financial concerns with City employee health insurance. Lisa Mize thanked the Council for approving the fireworks event and donation.
- 11. COUNCIL COMMENTS:** Balmer mentioned the need for amendments to the short-term rental policy. Walker had budget questions and will meet with City Manager Nocerini to address. Freeman thought this budget process has been much better than the prior. Seabert thanked everyone for their support.
- 12. MAYOR’S REPORT/COMMENTS:** Mayor North reminded everyone of the upcoming Memorial Day events.
- 13. ADJOURNMENT**

Motion by Seabert, second by Balmer, to adjourn the meeting.

Approved on this 3rd day of June 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 May 20, 2024, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____
Laura Kasper, City Clerk