



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, FEBRUARY 06, 2023 AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Mayor Donovan

2. ROLL CALL: By Deputy Clerk Kasper

PRESENT

Mayor Jerome Donovan
Councilmember Neal Seabert
Councilmember John OMalley
Councilmember Randy Walker

ABSENT

Mayor Pro-Tem Cathy North
Councilmember Robert Naumann
Councilmember Gregory Freeman

3. PLEDGE OF ALLEGIANCE: Led by Mayor Donovan

4. CONSENT CALENDAR

- A. Approval of February 6, 2023 Agenda
- B. Meeting Date Changes Due to Holiday
- C. Approval of January 17, 2023 Meeting Minutes
- D. Approval of Invoices in the amount of \$153,091.40
- E. Appointments, Resignations & Proclamations

- 1. Reappoint Kabri Martyniek to the Downtown Development Authority - Term end 1/2027

Motion to approve the February 6, 2023 Consent Calendar - roll call vote

Motion made by Councilmember Seabert, Seconded by Councilmember OMalley.

Voting Yea: Mayor Donovan, Councilmember Seabert, Councilmember OMalley, Councilmember Walker. Motion carried by unanimous vote of those members present.

5. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES)

Joy McClendon, Secretary for West Shore Homeowners Association, addressed the Council regarding Resolution 01-2023 in relation to the Association's submittal of a private public road transfer application in December. She will discuss the process and follow up with Planning and Zoning.

6. PUBLIC COMMUNICATION - WRITTEN

- A. Interurban Grant - Informational Agenda Item
- B. Water Street Letters - Carry Over From Last Agenda
- C. John Thomas Letter - Re: Douglas Downtown

7. UNFINISHED BUSINESS: No unfinished business to attend to.

8. NEW BUSINESS

- A. Resolution 01-2023 Escrow Policy and Resolution 05-2023 Fee Schedule

Motion to approve Resolution 01-2023 Escrow Policy and Resolution 05-2023 Fee Schedule. - roll call vote

Tricia Anderson with Williams & Works discussed and answered questions about the Escrow Policy and Fee Schedule that was presented in the agenda packet. Councilmembers acknowledged the need to adopt these Resolutions.

Motion made by Councilmember Seabert, Seconded by Councilmember Walker.

Voting Yea: Mayor Donovan, Councilmember Seabert, Councilmember OMalley, Councilmember Walker. Motion carried by unanimous vote of those members present.

- B. Resolution 03-2023 Authorizing Alternate Board of Review Meeting Date

Motion to approve Resolution 03-2023 Authorizing an alternate Board of Review meeting date. - roll call vote

Motion made by Councilmember Seabert, Seconded by Councilmember Walker.

Voting Yea: Mayor Donovan, Councilmember Seabert, Councilmember OMalley, Councilmember Walker. Motion carried by unanimous vote of those members present.

- C. PM Environmental Change Order Number 3

Motion to approve PM Environmental Change Order No. 3 to prepare a risk-based disposal workplan for PCB remediation waste for construction material located at 200 Blue Star Highway for a fee of \$6,500. - roll call vote

City Manager LaBombard discussed the breakdown of the Change Order presented in the agenda packet and recommended Councilmembers consider approval of PM Environmental Change Order Number 3.

Motion made by Councilmember Seabert, Seconded by Councilmember OMalley.

Voting Yea: Mayor Donovan, Councilmember Seabert, Councilmember OMalley, Councilmember Walker. Motion carried by unanimous vote of those members present.

9. REPORTS

- A. Commission/Committee/Boards

- 1. Planning Commission – Will meet on Thursday February 9th, 2023. Forest Gate is on the agenda.
- 2. Kalamazoo Lake Sewer Water – No report
- 3. Downtown Development Authority – Councilmember Walker stated that Ketelhut is the new Chair,

and Postilion is Vice-Chair. Working on budget priorities and continued progress with Gateway.

4. Kalamazoo Lake Harbor Authority - Next meeting April 18, 2023

5. Douglas Harbor Authority - Next meeting April 18, 2023

6. Douglas Brownfield Authority – No report, but Mayor Donovan mentioned the approved PM Environmental Change Order Number 3.

7. Fire Board – No report

8. Community Recreation – No report

9. Playground Committee – No report

B. Staff Written Reports

1. City Manager Report - The Fire Chief will be conducting ice rescue training on February 8th, 2023. Parks & Recreation Plan will be due for 2024, Mayor Donovan addressed this as a future item to discuss with Councilmembers. Enforcement process regarding PODS has started. Councilmembers stated they are not inclined to give extension, and Planning & Zoning will pursue enforcement. Some sidewalk snow maintenance requests from residents were received and there will be a memo in budget regarding this. Water Street Workshop is February 21st at 6:00 pm.

10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES) - None

11. COUNCIL COMMENTS

Councilmember OMalley - Mentioned upcoming Workshop.

Councilmember Seabert – Thanked DPW for doing a great job with snow and streets. Mentioned looking into Comcast and electric bills.

Councilmember Walker – Coffee with Councilmember Walker is February 21st, 2023, will post on Facebook.

12. MAYOR’S REPORT/COMMENTS

Mayor Donovan – Gave condolences to Everyday People Café for their loss and there is a Go-Fund-Me setup if people would like to contribute.

13. ADJOURNMENT

Motion made by Councilmember Seabert, Seconded by Councilmember Walker, to adjourn.

Submitted by Laura Kasper, Deputy Clerk

Approved on this 21st day of February 2023,

Signed: _____ Date: _____
Jerome Donovan, Mayor

Signed: _____ Date: _____
Pamela Aalderink, 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 21st day of February 2023, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____
Pamela Aalderink, City Clerk

Please Note – The City of the Village of Douglas (the “City”) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Pamela Aalderink, City Clerk, at (269) 857-1438, or clerk@douglasmi.gov to allow the City to make reasonable accommodations for those persons. CITY OF THE VILLAGE OF DOUGLAS, ALLEGAN COUNTY, MICHIGAN