



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

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**MINUTES**

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

**2. ROLL CALL:** By Clerk

**PRESENT**

Mayor Pro-Tem Cathy North  
Mayor Jerome Donovan  
Councilmember Neal Seabert  
Councilmember John O'Malley  
Councilmember Randy Walker  
Councilmember Gregory Freeman  
Also present City Manager Nocerini

**ABSENT**

Councilmember Robert Naumann

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

**4. CONSENT CALENDAR**

- A. Approve the Council Meeting Agenda for September 6, 2023
- B. Approve the August 21, 2023 Council Closed Session Meeting Minutes
- C. Approve the August 21, 2023 Council Regular Meeting Minutes
- D. Approve invoices in the amount of \$46,605.51
- E. Resignations / Appointments -
  - Greg Freeman Resignation - Planning Commission
  - Tim Ketelhut Resignation - Downtown Development Authority

*Motion by Freeman, second by O'Malley, to approve the Consent Calendar of September 6, 2023 – Motion carried by unanimous roll call vote.*

**5. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES):** None

**6. PUBLIC COMMUNICATION – WRITTEN:** None

**7. UNFINISHED BUSINESS**

- A. Resolution 27-2023 - Temporary Traffic Control Order (item tabled 8/10/2023) - At the August 10, 2023 Council Meeting, this item of unfinished business was tabled by Council. With the completion of work on Exit-41, and the quick turn-around time for equipment rental set up, Council decided to table the item to the first September meeting to determine the how this would affect traffic.

*Motion by Walker, second by North, to adopt Resolution 27-2023 and amend the Blue Star Corridor Capital Outlay account to fund the selected option for a temporary all-way stop at the intersection of Blue Star Highway and Wiley Road. – No roll call vote, discussion entered, and motion withdrawn.*

Councilmembers discussed keeping an eye on the traffic during the changeover with the opening of exit-41 and closing of exit-36 and moved to table the item to next meeting due to exit-36 just closing.

*Motion by North, second by O'Malley, to table item 7A; Resolution 27-2023. – Motion carried by unanimous roll call vote.*

## **8. NEW BUSINESS**

- A. Special Event - Mount Baldhead Challenge - The Rotary Club of Saugatuck-Douglas has submitted an application for a special event permit for the annual Mount Baldhead Challenge to be held on Saturday, September 9th. The race starts and ends in Saugatuck with only water stations being set up in Douglas. In kind services would be for trash set up and an extra officer on duty.

*Motion by Seabert, second by North, to approve the special event permit application from the Rotary Club of Saugatuck-Douglas and provide in kind support for the Mount Baldhead Challenge on September 9, 2023. – Motion carried by unanimous roll call vote.*

- B. City Manager Contract - The City of Douglas has offered the City Manager position to Lisa Nocerini, subject to the provisions and negotiations of the City Manager Employment agreement. Lisa has accepted the position and the agreement as presented.

*Motion by Walker, second by Freeman, to accept the proposed City Manager Employment Agreement for the new City Manager, Lisa Nocerini. – Motion carried by unanimous roll call vote.*

- C. Resolution 30-2023 - Budget Amendment FY 23-24 – Treasurer, Matt Smith discussed the budget amendments noted -  
DDA fund and Blue Star Corridor Improvement Fund - Wayfinding contract was entered into in the prior fiscal year, but work will be completed in the current fiscal year. The prior year budget is being rolled forward into the current fiscal year.  
Water Sewer Fund – DWAM grant began in the prior fiscal year and continues into this year. The original budget was based on projections of prior fiscal year activity and is being updated now based on invoices received for the prior year.

*Motion by Seabert, second by O'Malley, to adopt Resolution 30-2023, which outlines the amendments to the City of Douglas annual budget for fiscal year 2023-2024. – Motion carried by unanimous roll call vote.*

- D. Household Hazardous Waste Day and Styrofoam Collection Event - At the request of Councilperson North, Councilmembers discussed the Tri-Community Recycling Committees Household Hazardous Waste Day and Styrofoam Collection Event monetary request. The date for the event is Tuesday, September 26. Funds for this event have been budgeted in the FY 23-24 budget under: Community Promotions. It was mentioned that this would be the last year of involvement.

*Motion by North, second by Freeman, to approve the Tri-Community Recycling Committees request for monetary support for a Household Hazardous Waste Day and Styrofoam Collection event on September 26, 2023 in the amount of \$2,000. – Motion carried by unanimous roll call vote.*

**9. REPORTS**

A. Commission/Committee/Boards

1. Planning Commission - Meets on September 12<sup>th</sup>
2. Kalamazoo Lake Sewer Water – No meeting
3. Downtown Development Authority – Met last week, DDA would like involvement with sidewalk bids, and looking into growing the Holiday Market and tree lighting event.
4. Kalamazoo Lake Harbor Authority – meeting next month to discuss navigation lighting.
5. Douglas Harbor Authority – Meeting September 19<sup>th</sup>
6. Douglas Brownfield Authority – No meeting, City Manager Nocerini will provide a communication to the group regarding recent cleanup approval.
7. Fire Board – No meeting
8. Community Recreation – No meeting, discussed Bridge walk event and potential of Douglas marina involvement next year.
9. Playground Committee – Fundraising event at the Ivy House was very successful.

- B. Staff Written Reports - City Manager, Nocerini, mentioned the staff has been incredible, will be assessing new weekly reports, meeting with City Attorney to get caught up on projects, and thanked the DPW for involvement with the Bridge Walk event. She also thanked Council for appointing her.

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

- 11. COUNCIL COMMENTS:** O'Malley mentioned the Bridge Walk was great. Walker mentioned excessive geese waste at Wade's Bayou and welcomed City Manager Nocerini. North recognized DPW for a great job with the Bridge Walk event and welcomed City Manager Nocerini. Freeman welcomed City Manager Nocerini as well and thought DPW did a great job at the Bridge Walk event. Seabert also welcomed City Manager Nocerini and mentioned the Community Rec effort along with great turnout for the Bridge Walk.

- 12. MAYOR'S REPORT/COMMENTS:** Mayor Donovan welcomed City Manager Nocerini, and also gave a brief update with the geotubes at Douglas Beach and the state's possible consideration for long-term use. He also recognized the great job City staff did with traffic control at the Bridge Walk and mentioned the upcoming Palette Cosmetology event on September 24<sup>th</sup>.

**13. ADJOURNMENT:**

*Motion by Walker, second by O'Malley, to adjourn the meeting.*

Approved on this 18th day of September, 2023

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Jerome Donovan, 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 September 6, 2023, I further certify that the meeting was duly called and that a quorum was present.

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