THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, January 5, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Sapita, Urquhart, Waddell
Absent: None
Also Present: Manager Kowal and Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
None
Motion by Hoexter with support from Waddell to approve the agenda as presented. Motion carried.

5. Approval of Minutes
A. Special Meeting of City Council of December 11, 2008
B. Closed Session Minutes of December 11, 2008
C. Regular Meeting of City Council of December 15, 2008
D. Special Meeting of City Council of December 29, 2008
E. Closed Session Minutes of December 29, 2008
Motion by Waddell with support from Hoexter to approve meeting minutes from December 11, 15 and 29, 2008 City Council Meetings as presented. Motion carried.

6. Appointments /Resignations
A. Motion to Reappoint Ms. Linda S. Anderson to the City of the Village of Douglas Board of Review (3-year term expiring January 2012)
Motion by Hoexter with support from Waddell to reappoint Ms. Linda Anderson to the City Board of Review for a term expiring January 2012. Motion carried unanimously by roll call vote.

7. Proclamations/Awards
None

8. Public Communications (Limit of three minutes for comments regarding agenda items)
A. Verbal:
1. Adam Colton, son of Ron Colton, 112 Washington, asked about the Beery Field ice rink.

2. Fritz Royce, 144 Lakeshore, stated his objection to the Swingbridge consent judgment agreement and the process taken. He encouraged council to stand behind and uphold building codes and ordinances.
3. Sam Ferlito, 421 Harbor Lake Dr., commented on the poor condition of Harbor Lake Dr. He asked for any help the city could give to facilitate getting parties together and arriving at a fair settlement to make repairs.
4. Neil Smith, 131 Wiley, related his property had flooded during the holidays due to improper engineering on the MeadowArgus development.
5. Gordon Youngquist, 227 Harbor Lake Dr., related he wrote to and received a response from Senator Patty Birkholz regarding Harbor Lake Dr. (Included in tonight's packet) He also stated he has been throwing gravel in the potholes along Harbor Lake.
6. Joe Milauckas, Saugatuck Township, commented on the process involved with the Swingbridge lawsuit. He related that any drainage runoff from the Swingbridge property floods onto his adjoining property and has no place else to go. Milauckas asked that a size limit be put on the proposed pool/maintenance building shown on the latest site plan.
7. Robert Rank, 99 Wiley, thanked Manager Kowal for sending an engineer out to look at the flooding issues with the MeadowArgus development.
   Kowal responded the drainage problems are unacceptable. He will do some follow up and determine if the City may have to be involved to remedy the situation.
8. Dayle Harrison, Saugatuck Township, representing Kalamazoo River Association and the Petters, commented the zoning ordinance allows for only 6 units on the Swingbridge property. The ZBA spent a great deal of time working on how density should be calculated. He suggested asking the courts for a declaratory judgment.

B. Written:

1. Letter from State Senator Patty Birkholz, dated December 23, 2008 to Mr. Gordon Youngquist RE: Harbor Lake Drive
2. Interurban Transit Authority Monthly Report dated December 16, 2008
3. Announcement of Michigan Municipal League's Capital Conference 2009
4. Letter from Mr. Robert and Mrs. Marilyn Geil dated December 17, 2008 RE: Lack of Emergency Access to Felker's Subdivision via Lakeshore and Lakeside Drives

5. Letter from Ms. Debbi Larsen dated December 8, 2008 RE: Lack of Emergency Access to Felker's Subdivision via Lakeshore and Lakeside Drives
6. Letter from Mr. W. Larry Hanlin dated December 18, 2008

Written communications noted as received and filed.

9. Closed Session

Consideration by City Council of a Motion to go into Closed Session to Discuss Settlement with Attorney Michael S. Bogren, Plunkett Cooney, in the Pending Case of Douglas Lakefront Properties, LLC, vs. the City of the Village of Douglas

Motion by Bailey with support from Waddell to go into closed session at 7:36 p.m. to discuss settlement in pending case of Douglas Lakefront Properties, LLC vs. the City of the Village of Douglas. Motion carried unanimously by roll call vote.

Motion by Urquhart with support from Sapita to end the closed session at 8:26 p.m. and return to the regular meeting. Motion carried.

10. Unfinished Business

A. Motion to Adopt Resolution No. 01-2009 Approving a Consent Judgment (Douglas Lakefront Properties, LLC, vs. City of the Village of Douglas); Tabled at Special City Council Meeting of December 29, 2008.

Motion by Waddell with support from Hoexter to adopt Resolution No. 01-2009 approving a consent judgment with Douglas Lakefront Properties, LLC. Motion carried by roll call vote with Waddell casting a "no" vote.

B. Motion to Adopt Ordinance No. 01-2009 Amending the Code of Ordinances of the City of the Village of Douglas-Second and Final Reading (adding Sections 30.03 through 30.09 to Chapter 30 of the Code of Ordinances).

Motion by Waddell with support from Harvath to approve adoption of Ordinance No. 01-2009 amending the code of ordinances adding Sections 30-03 through 30.09 to Chapter 30. Motion carried unanimously by roll call vote.

11. New Business

A. Motion to Adopt Resolution No. 02-2009 Declaring City of the Village of Douglas Property Surplus and Authorizing Disposition.

Motion by Waddell with support from Harvath to approve adoption of Resolution No. 02-2009 declaring 1993 Chevy 1 / 2 ton pickup truck as property surplus and authoring disposition. Motion carried unanimously by roll call vote.

12. Staff Reports

A. **Building/Planning/Zoning/Enforcement**

Council was reminded of the Planning Commission public hearing to consider adoption of the rewritten zoning ordinance.
Notice of Public Hearing by Douglas Planning Commission on Wednesday, January 14, 2009, 7:00 p.m., Douglas City Hall Council Room, 86 W. Center Street, Douglas, MI to Consider the Adoption of a Comprehensive Zoning Ordinance Which Would Amend Articles 1-31 of the Zoning Ordinance of the City of the Village of Douglas; the Public Hearing will also Consider Amendments to the Zoning Map of the City of the Village of Douglas.

13. Committee Reports

A. Planning Commission - Waddell

At the December 10th Planning Commission meeting there was a review of Thistle Gallery Lofts, Boutique Hotels, a Mexican Restaurant in Weathervane Mall and an addition to Busscher Excavating on Blue Star Highway.

B. Community Recreation Advisory Board – Bailey

Community Recreation Board will meet on January 13th.
Fund raiser Poker Nights are February 26, 27 and 28.

C. Kalamazoo Lake Sewer & Water Authority Board – Urquhart

Next scheduled meeting is January 19th.

14. Council Comments

Bailey complimented Treasurer Drexler on the work done on the audit.
Hoexter made a comment on the ice rink.
Waddell thanked Manager Kowal for sending the engineer out to MeadowArgus and asked that the Harbor Lake residents be given a time estimate as to when they can expect repairs.
Harvath commented the health and safety of our citizens has to be of foremost importance.
Sapita asked for a progress report on the Felker's issues.

15. Mayor's Report/Comments

Balmer requested a worksession be scheduled to work on a list of manager priorities. Kowal agreed to create a list and schedule a Committee of the Whole meeting for January 19th from 4:30 – 7:00 p.m.

16. Approval of Invoices

A. Consideration of Approval of Invoices dated 1/2/09 in the amount of $89,895.01.

Motion by Waddell with support from Urquhart to approve invoices dated 1/2/09 totaling $89,895.01. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended December 31, 2008 in in the Amount of $116,066.45.

Motion by Harvath with support from Waddell to approve Payroll for the month ended December 31, 2008. Motion carried unanimously by roll call vote.

17. Manager's Report

A. Harbor Lake Drive

The roadway is private with several developments on the same road. We have no record of easements. The roadway and bridge are both in terrible shape. The condo associations don't know who owns which portions of the road. No Act 51 money is received for Harbor Lake Dr.

Urquhart suggested authorizing 20 hours of Zoning Specialists time to resolve the issue of ownership and meet with all associations. If no progress is made, condemn the property and create a special assessment district.

Bailey commented she has mixed feeling about Harbor Lake Drive. While the situation is not unlike Park Drive she is not willing to spend money on a private road.

Hoexter related John Wallace tried, unsuccessfully, to work with these homeowners and associations a few years ago. The City has made an effort to organize things but the ponds, dam and roadway remain in poor condition.

Waddell suggested sending a letter to all the associations telling them the solution is to form a single association and assess a fair amount.

Harvath agrees with giving them some guidelines and tell them to get a plan.

Sapita related he would have no problem allowing Ryan Kilpatrick to do some research and then give the associations some guidelines.

Balmer related he does not like setting a precedent for other private drives.

A letter will be written to the associations with some guidelines, suggestions and offer of help in creating one association.

B. Felker's, Lakeside Drive Easement

A meeting has been scheduled for the week of January 12th to study and discuss a proposed emergency access road. The Fire Department will be invited to attend.

C. MeadowArgus
This development has never had an engineering review. Jeff Klemm has applied for additional building permits but was denied because he has not complied with the approved site plan. The flooding problems will continue if something is not done. Water damage has already occurred at the Rank and Smith residences.

18. Hear from the Audience (Limit three minutes for general comments)

A. Fritz Royce, Lakeshore Dr.

1.) asked why a nuisance suit couldn't be used to correct flooding issues.
2.) asked if the drive at Blue Moon will be removed before the sale of the property.
3.) asked if staff follows up with business and restaurant Closings.
4.) asked how citizens can have input into cases in litigation.

B. Joe Milauckas, Saugatuck Township, asked more about the Swingbridge litigation, how the gag order came about, and expects storm water runoff to be reviewed in the engineering plans.

19. Adjournment

The meeting was adjourned at 9:38 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 January 5, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, January 19, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Sapita, Urquhart, Waddell
Absent: None
Also Present: Manager Kowal and Clerk Neve

3. Pledge of Allegiance – Mayor

4. Closed Session
Consideration by City Council of a Motion to go into Closed Session with the City Attorney for the Purpose of Discussion and Reviewing Matters of Pending Litigation and Settlement; 1). City of the Village of Douglas vs. City of Saugatuck and Kalamazoo Lake Sewer & Water Authority; and 2). Lakefront Properties, LLC vs. the City of the Village of Douglas.

Motion by Bailey with support from Sapita to go into closed session at 7:07 p.m. for the purpose of discussion and review matters of pending litigation. Motion carried unanimously by roll call vote.

Motion by Hoexter with support from Waddell to end the closed session and return to the regular meeting at 8:39 p.m. Motion carried.

5. Changes/Additions/Deletions to Agenda
A. Add: Item #9B-4, SABA Business Meeting Minutes from 1-7-09
Motion by Harvath with support from Waddell to approve the agenda as amended. Motion carried.

6. Approval of Minutes
A. Committee of the Whole Meeting of January 5, 2009
B. Regular Meeting of City Council of January 5, 2009
C. Closed Session Minutes of January 5, 2009
Motion by Hoexter with support from Bailey to approve meeting minutes from January 5, 2009 City Council Meetings as presented. Motion carried.

7. Appointments /Resignations
A. Motion to Appoint Mr. Samuel A. Kendall to the Downtown Development Authority (DDA) Board (term commencing January 2009 and concluding January 2013.

Motion by Bailey with support from Sapita to approve
the appointment of Samuel Kendall to the DDA. Motion carried.

B. Motion to Appoint Mr. Jeffrey D. Blandford to the Downtown Development Authority (DDA) Board (term commencing January 2009 and concluding January 2013.
Motion by Bailey with support from Sapita to approve
the appointment of Jeffrey Blandford to the DDA. Motion carried.

8. Proclamations/Awards
None scheduled

9. Public Communications (Limit of three minutes for comments regarding agenda items)

A. Verbal:
No comments

B. Written:
1. Letter from Ms. Judy Anthrop to City Council dated December 29, 2008.
2. Statistical Information from Saugatuck Township Fire District ("STFD"); Minutes from the STFD Regular Meeting of December 8, 2008 and Workshop Meeting of December 22, 2008 are Available for Inspection in the Office of the City Clerk; STFD Financial Statements and Independent Auditor's Report for the Fiscal Year Ended June 30, 2008 are also Available for Inspection in the Office of the City Clerk.
3. Application from Ms. Linda Anderson, Douglas Board of Review (Ms. Anderson was reappointed to the Board of Review by the City Council at its meeting of January 5, 2009, for a 3-year term ending January 2012)
4. Saugatuck/Douglas Area Business Association Meeting Minutes of January 7, 2009.

Written communications noted as received and filed.

10. Unfinished Business
None scheduled.

11. New Business

A. Motion to Adopt Resolution No. 03-2009 Approving a Lot Combination (Parcel Nos. 03-59-016-072-10, 03-59-016-072-12, and 03-59-016-076-00 444 W. Wiley Road, Douglas, MI)
Motion by Waddell with support from Hoexter to approve
a lot combination at 444 W. Wiley Rd. Motion carried unanimously by roll call vote.

B. Motion to Adopt Resolution No. 04-2009 Amending the Budget of the 2008/2009 General Appropriations Act.
Motion by Waddell with support from Bailey to approve Resolution No. 04-2009 amending the 2008/2009 budget. Motion carried unanimously by roll call vote.

C. Discussion and Review by City Council of Request Made by Ms. Judy Anthrop RE: Plaque (see agenda item no. 9B-1 above.
Balmer recalled a letter of November 22, 2005 to the Douglas Historical Preservation Commission in which a recognition plaque was promised in front of Dutcher Lodge. Balmer apologized that this recognition has been overlooked and related he would work to find and install a plaque. He thanked Ms. Anthrop for reminding him of his promise.

12. Staff Reports

A. **Building/Planning/Zoning/Enforcement**
Letter dated January 15, 2009 from Planning & Zoning Consultant, Ryan Kilpatrick, to Mr. Blaine McLeod, Director of Equalization, Allegan County.
Letter to Mr. McLeod requesting review of lot split/combination process by Allegan County Equalization.

B**. Finance/Budget**
1. Revenue/Expenditure Budget Summary Report for the Period of 7/1/2008 to 12/31/2008
2. Investment Schedule as of 12/31/08
3. Wire Transfer/ACH Payment Summary for the Month Ended December 31, 2008

Kowal indicated there would be more amendments to the 2008/2009 budget forthcoming.

13. Committee Reports

A. Planning Commission - Waddell
At the January 14th meeting the Planning Commission recommended approval or the zoning ordinance.
An indoor segway track was approved for the Saugatuck Brewing Company building.

B. Community Recreation Advisory Board - Bailey
(See accompanying report prepared by Councilperson Bailey regarding the Tuesday, January 13, 2009 meeting of the Community Recreation Advisory Board)
Bailey reminded everyone of the Poker Night fund raiser at Poker Zone in Holland on February 25, 26 and 27.

C. Kalamazoo Lake Sewer & Water Authority Board - Urquhart
The January 19th meeting has been rescheduled to January 26th.

D. Police Commission - Bailey
The Police Commission approved adjustments to the budget.
A recommendation for hiring will be coming after interview with police officer candidates.
A discussion was held regarding the number of assistance calls the department responds to that are actually within Saugatuck Township.

14. Council Comments

Urquhart commended the excellent job of pavement crack sealing on Blue Star Highway.
Bailey offered congratulations to Felicia Fairchild for submitting the application to the National Trust that resulted in the award for the 2009 Dozen Distinctive Destinations.
Hoexter offered compliments on the English Tea Reception.
Bailey, Sapita and Hoexter attended the Community Leaders Meeting on January 14th.
Harvath commented he appreciates the financial reports each month. And the City is looking great.
Sapita complimented the DPW for excellent snow plowing removal services.

15. Mayor's Report/Comments

Balmer related the tea reception turned out very well and thanked Felicia Fairchild for filing the application for the award.

16. Approval of Invoices

A. Consideration of Approval of Invoices dated 1/16/09 in the amount of $117,038.36.
Motion by Bailey with support from Urquhart to approve invoices dated 1/16/09 totaling $117,038.36. Motion carried unanimously by roll call vote.
Manager Kowal noted approximately $80,000 was for the new plow truck.
Hoexter asked whether the DPW would someday have the equipment to install and remove the banners, wreaths and decorations themselves.

17. Manager's Report

A. Received an email reminder of the Allegan County Transportation Stakeholder Group meeting in Otsego on Wednesday. Kowal and Balmer are unable to attend.

B. A special council meeting is scheduled for next Monday, January 26th, to talk with Paul Galdes, Fleis & VandenBrink about establishing ready to go projects. We need to be prepared with projects when there may be Federal funding available soon. Meeting will commence at 5:00 p.m.

C. Both suspended Officer Long and terminated Officer Zerbe have filed for an arbitration hearing. The Union will pay their fees. The city's legal fees may be estimated at $10,000 if both cases are heard as one.

D. Kowal and Chief Giles have concerns with the roll the Police Department will play if the City of Saugatuck acquires the Denison property.

E. Thanks to Felicia Fairchild for the work done on getting the National Trust award and staff for putting together the tea reception.

18. Hear from the Audience (Limit three minutes for general comments)

A. No comments.

19. Adjournment

The meeting was adjourned at 9:45 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 January 19, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, February 2, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Sapita, Urquhart, Waddell
Absent: None
Also Present: Manager Kowal and Clerk Neve

3. Pledge of Allegiance
Led by Boy Scout Spencer Gust

4. Changes/Additions/Deletions to Agenda
A. Add: Item #8B-10, Notice of February 3, 2009 meeting with Allegan County Board of Commissioners RE: Proposed Jail Plan

Motion by Bailey with support from Hoexter to approve the agenda as amended.. Motion carried.

5. Approval of Minutes
A. Regular Meeting of City Council of January 19, 2009
B. Closed Session Minutes of January 19, 2009
C. Committee of the Whole Meeting of January 20, 2009
D. Committee of the Whole Meeting of January 26, 2009
Motion by Bailey with support from Sapita to approve meeting minutes from January 19, 20 and 26, 2009 City Council Meetings as presented. Motion carried.

6. Appointments /Resignations
A. Motion to Accept Resignation of Mr. Andrew J. Mulder, City Attorney
Motion by Hoexter with support from Bailey to accept, with regret, the resignation of Attorney Andrew J. Mulder. Motion carried.

7. Proclamations/Awards
Proclamation Extending Thanks, Appreciation and Gratitude to Mr. Andrew J. Mulder, City Attorney, for his Many Years of Loyal and Dedicated Service to the City of the Village of Douglas.
Motion by Bailey with support from Sapita to go into a short recess at 7:10 p.m. to enjoy coffee and cookies in honor of City Attorney Mulder.
Motion carried.
Meeting reconvened at 7:18 p.m.

8. Public Communications (Limit of three minutes for comments regarding agenda items)

A. Verbal:

1. Allegan County Commissioner Terry Burns reported on calls from residents on Harbor Lake Drive asking for help with the poor condition of the road.

B. Written:

1. Interurban Transit Authority Monthly Report dated January 20, 2009
2. Letter to the Editor from Mr. John Thomas dated January 18, 2009
3. Article Entitled "Meetings Are A Matter of Precious Time"
4. Michigan Municipal League ("MML") Issue Advisory; "Economic Recovery Bill Introduced"
5. Communications from Saugatuck Douglas Convention & Visitors Bureau RE: Status of "Top 25 Art Destinations"
6. Notice of Public Hearing from State of Michigan, Department of Environmental Quality RE: Application for Permit by Douglas Lakefront Properties Inc., LLC, to Construct a Boardwalk through Wetland, and Overlapping Floodplain, along the Kalamazoo River, adjacent to Proposed "Boardwalk at Swing Bridge" Condominium Development located near Blue Star Highway and Union Street in the City of the Village of Douglas
7. Michigan Natural Resources Trust Fund ("MNRTF") Proposed Application Review/Selection Process and Scoring Criteria for 2009 (submitted by County Commissioner Burns)
8. Letter from Deputy Fire Chief/Fire Inspector Janik to Saugatuck Douglas Historical Society RE: Old Schoolhouse, 130 W. Center Street, Douglas
9. City of the Village of Douglas News Release No. 01-2009
10. Allegan County Board of Commissioner Notice of February 3, 2009 Meeting, RE: Proposed Jail Plans

Written communications noted as received and filed.

9. Unfinished Business

None scheduled.

10. New Business

A. Presentation by Boy Scout, Spencer Gust, of Proposed Eagle Scout Project
Scout Gust presented his plan for making picnic tables to place at Douglas Beach. He will be seeking donations to cover costs.
Motion by Bailey with support from Sapita to approve the proposed Eagle Scout Project of Spencer Gust. Motion carried.

B. Motion to Adopt Resolution No. 05-2009 Authorizing an Alternative Starting Date for the March Board of Review.
Motion by Bailey with support from Waddell to approve Resolution No. 05-2009 authorizing an alternative starting date for the March Board of Review. Motion carried.

C. Motion to Adopt Resolution No. 06-2009 Approving Proposed Planned Unit Development Site Plan – West Shore Cottages Development.
Larry Nix, Williams & Works, reviewed how the project got to this point. Attorney Andy Mulder reviewed the documents from the Planning Commission Public Hearing. West Shore Cottages Development was recommended for approval with 19 conditions. Legal descriptions in the conservation agreement have been confirmed. There has been a title search completed and bank/mortgage agreements confirmed.
Council engaged Nix, Mulder, West Shore Cottages Attorney Bill Sikkel and West Shore Engineer Todd Pacquette in a question and answer discussion.
Sapita had several questions and asked about conflicting measurements on the site plan. He indicated he is not in favor of the project and will be voting no.
Roman Wilson, Lakeshore Environmental, spoke about contamination clean up and responsibility of the developer.
Sikkel spoke to the 25 foot rear yard at each unit and explained about the four associations within the project and the Michigan Condo Act.
Motion by Harvath with support from Hoexter to adopt Resolution No. 06-2009 approving proposed Planned Unit Development Site Plan for West Shore Cottages. Motion carried, 5-2, by roll call vote with Urquhart and Sapita casting "no" votes.

D. Motion to Adopt Resolution No. 07-2009 Approving the 2009 Street and Utility Infrastructure Improvements Project Design Engineering Services Proposal dated January 27, 2009, Prepared by Fleis & VandenBrink Engineering, Inc., and Authorizing Phase I Engineering Services.
Motion by Waddell with support from Bailey to adopt Resolution No. 07-2009 approving the 2009 Street and Utility Infrastructure Improvements Project Design Engineering Services Proposal. Motion carried unanimously by roll call vote.
Harvath asked about any updates on the stimulus package funds Kowal related there seems to be daily changes coming out of Washington. He will keep council informed.

11. Staff Reports

A. **Building/Planning/Zoning/Enforcement**

Letter dated January 26, 2009 and ***Certificate of Completion*** received by the City from the Michigan Economic Development Corporation ("MEDC") RE: The City of Douglas' State of Michigan Community Development Block Grant ("CDBG") Downtown Streetscape Project. Manager Kowal offered thanks to Ryan Kilpatrick for all the work done to provide the final paperwork necessary to close this project.

12. Commission/Committee Reports

A. Planning Commission - Waddell
No meeting.

B. Community Recreation Advisory Board - Bailey
The Five-Year Recreation Plan has been approved until 2013.

C. Kalamazoo Lake Sewer & Water Authority Board - Urquhart
The budget was approved. KLSWA is looking at purchasing a backhoe and a vacuum truck.

13. Council Comments

A. Urquhart commented he feels the lot sizes in all areas of Douglas are too small. Changes are needed in all zoning districts.

B. Bailey reported she had attended the Small Harbors Commission meeting. This Commission is trying to incorporate other lobbying groups and will be linking with other states that border the Great Lakes.

C. Waddell requested a work session be scheduled to review conduct at meetings, questioning paid experts and working on precious meeting time.

14. Mayor's Report/Comments

No comments.

15. Approval of Invoices

A. Consideration of Approval of Invoices dated 1/29/09 in the amount of $98,460.32.
Motion by Harvath with support from Waddell to approve invoices dated 1/29/09 totaling $98,460.32. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended January 31, 2009 in the Amount of $60,276.32.
Motion by Harvath with support from Waddell to approve payroll for the month ended January 31, 2009 in the amount of $60,276.32. Motion carried unanimously by roll call vote.

16. Manager's Report

A. Police Arbitration Hearing is scheduled for March 23rd. Hearings for both officers will be heard as one.

B. Kowal has been appointed a voting member on the Allegan County Rural Task Force.

C. Approval of the new zoning ordinance may be scheduled for the next council meeting on February 16th.
If council is interested in having a work session to discuss downtown parking issues, a meeting could be scheduled for next Monday, February 9th at 5:00 p.m.

17. Hear from the Audience (Limit three minutes for general comments)

A. Suzanne Dixon, 797 Center St., thanked Councilperson Sapita for his comments on West Shore Cottages. After development is built the property owner will have liability for contamination if the plume moves due to construction and dewatering.

18. Adjournment

The meeting was adjourned at 9:45 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 February 2, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, February 16, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Sapita, Urquhart, Waddell
Absent: None
Also Present: Manager Kowal and Clerk Neve

3. Pledge of Allegiance - Mayor

4. Changes/Additions/Deletions to Agenda
A. Addition: Item 8B5, letter from Allegan County Board of Commissioners dated February 13, 2009 RE: Education and Training Session scheduled for February 19th.
B. Addition: Item 8B6, summary of estimated costs for Blue Star Highway Bridge.

Motion by Hoexter with support from Bailey to approve the agenda as amended. Motion carried.

5. Approval of Minutes
A. Regular Meeting of City Council of February 2, 2009
B. Special Meeting of City Council of February 10, 2009
C. Closed Session Minutes of City Council of February 10, 2009
Motion by Bailey with support from Harvath to approve meeting minutes from February 2 and 10, 2009 City Council Meetings as presented. Motion carried.

6. Appointments /Resignations
A. Motion to Adopt Resolution No. 09-2009 Appointing Mr. Scott A. Dienes, DeFrancesco Dienes, P.C., as City Attorney.
Motion by Waddell with support from Hoexter to adopt Resolution No. 09-2009 appointing Scott A. Dienes City Attorney. Motion carried unanimously by roll call vote.

B. Oath of Office Administered by Police Chief Giles to Ms. Lori L. Warsen to Serve as Fulltime Police Officer on the Force of the Saugatuck-Douglas Police Department.

Motion by Urquhart with support from Hoexter to go into a short recess at 7:14 p.m. in honor and recognition of City Attorney, Scott A. Dienes, and Police Officer, Lori L. Warsen. Motion carried.

The meeting reconvened at 7:25 p.m.

7. Proclamations/Awards

None scheduled

8. Public Communications (Limit of three minutes for comments regarding agenda items)

A. Verbal: No comments

B. Written:

1. Notice of the Michigan Municipal League 2009 Capital Conference, Lansing Center, Lansing, Michigan, March 3-4, 2009
2. Minutes from the Saugatuck Township Fire District Workshop Meeting of January 26 and Regular Meeting of February 9, 2009 are Available for Inspection in the Office of the City Clerk
3. Consensus Revenue Estimates, Year-End Balance Estimates, Federal Stimulus Package; Prepared by Gary S. Olson, Director, Michigan Senate Fiscal Agency
4. Notice from SABA of the Douglas Mardi Gras Parade on Tuesday, February 24, 7:00 p.m.
5. Letter from Allegan County Board of Commissioners dated February 13, 2009 RE: Education and Training Session scheduled for February 19th.
6. Summary of Estimated Costs for Blue Star Highway Bridge

Written communications noted as received and filed.

9. Unfinished Business

A. Motion to Adopt Resolution No. 08-2009 Dismissing Litigation and Authorizing Negotiation of New Operating Agreement between the City of the Village of Douglas, City of Saugatuck, and the Kalamazoo Lake Sewer & Water Authority for the Wastewater Treatment Plant.

No action will be taken until scheduled for a later meeting.

10. New Business

A. Motion to Adopt Resolution No. 10-2009 Approving a Professional Services Agreement and Accepting the Blue Star Highway Bridge over the Kalamazoo River – Type, Size & Location Design Engineering Services Proposal dated December 23, 2008, Prepared by Fleis & VandenBrink Engineering, Inc.

Jonathan Moxey, Fleis & VandenBrink, was present and reviewed the estimated construction costs, what is covered with the grant monies and gave a description of the pier cap deterioration. The project is funded by MDOT in 2011.
Discussion followed on how the administration of the grant will be handled.
Motion by Waddell with support from Bailey to approve adoption of Resolution No. 10.-2009. Motion carried unanimously by roll call vote.

B. Motion to Adopt Resolution No. 11-2009 Approving a Letter of Understanding with the Saugatuck-Douglas Garden Club Regarding Community Pride Day on Monday, May 18, 2009.
Motion by Waddell with support from Harvath to approve adoption of Resolution No. 11-2009. Motion carried unanimously by roll call vote.

11. Staff Reports

A. **Building/Planning/Zoning/Enforcement**
Letter from City Manager Kowal to Messrs. Sam Ferlito and Kenneth Kutzel dated February 5, 2009 RE: Deteriorating Condition of Harbor Lake Drive and Related Private Infrastructure.
Letter noted as reviewed and filed.

B. **Finance/Budget**
1. Revenue/Expenditure Summary Report for the Period of 7/1/2008 to 1/31/2009
2. Investment Schedule as of 1/31/2009
3. Wire Transfer/ACH Payment Summary for the Month Ended January 31, 2009

Reports noted as reviewed and filed.

12. Commission/Committee Reports

A. Planning Commission - Waddell
Next scheduled meeting is March 11, 2009.

B. Community Recreation Advisory Board - Bailey
Reminder to all of Poker Fun Night February 25, 26, 27 and 28 at the Poker Zone, Holland.

13. Council Comments

A. Hoexter offered congratulations to new Police Officer Lori Warsen.

B. Harvath asked if the Garden Club might consider trying to beautify the lot at the corner of Center and Washington.

14. Mayor's Report/Comments

None

15. Approval of Invoices

A. Consideration of Approval of Invoices dated 2/12/09 in the amount of $21,071.79.

Motion by Bailey with support from Waddell to approve invoices dated 2/12/09 totaling $21,071.79. Motion carried unanimously by roll call vote.

Sapita asked about the invoice from Latitude Engineering and if a report on the Felker's easement issue would be forthcoming.

16. Manager's Report

A. Letter from City Manager Kowal to Ms. Sandra Thieda, Saugatuck Douglas Art Club, dated February 12, 2009.

B. Resolution No. 08-2009 is still on the table and will remain there until Monday, February 23, 2009 for a special meeting of the city council at 5:30 p.m.

C. Attorney Dienes announced the hiring of Kevin O'Dowd from the Grand Rapids firm of Law Weathers. Mr. O'Dowd will split his time between Stevensville and Kalamazoo. The firm will henceforth be called DeFrancesco O'Dowd Dienes.

17. Hear from the Audience (Limit three minutes for general comments)

A. Mr. Jeffrey D. Klemm, Maxwell Development – Meadowargus

Mr. Klemm requested the city council consider a change in the decision to halt building permits until a 2nd coat of asphalt on Colfax Drive is complete or a letter of credit is on file with the city.

B. Representative Bob Genetski was present to give a capital update. He related the House of Representatives has 44 new members. He has been appointed to the Appropriations Committee. It is projected the unemployment rate will rise to 11.4% and the State will be more than $1 billion in debt.

18. Adjournment

The meeting was adjourned at 8:25 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 February 16, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, March 2, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Urquhart, Waddell
Absent: Sapita
Also Present: Manager Kowal and Clerk Neve

3. Pledge of Allegiance - Mayor

4. Changes/Additions/Deletions to Agenda
Additions: Item #6B, Resignation of Mr. Herb Conlan from the Assessing Board of Review.
Item #6C, Motion to appoint Mr. Paul Marineau to the Assessing Board of Review.

Motion by Waddell with support from Hoexter to approve the agenda as amended. Motion carried.

5. Approval of Minutes
A. Regular Meeting of City Council of February 16, 2009
B. Special Meeting of City Council of February 23, 2009
C. Closed Session Minutes of City Council of February 23, 2009
Motion by Harvath with support from Waddell to approve meeting minutes from February 16 and 23, 2009 City Council Meetings as presented. Motion carried.

6. Appointments /Resignations
A. Motion to Appoint Mr. Marc S. Owens to the Downtown Development Authority Board (term concluding January 2012)
Motion by Waddell with support from Urquhart to approve appoint of Marc S. Owens to the Downtown Development Authority Board. Motion carried unanimously by roll call vote.

B. Motion to accept the resignation of Mr. Herb Conlan from the City of Village of Douglas Assessing Board of Review.
Motion by Waddell with support from Bailey to accept the resignation of Mr. Herb Conlan. Motion carried.

C. Motion to approve Resolution No. 15-2009 appointing Mr. Paul Marineau to the vacated seat on the Assessing Board of Review to a term ending January 2010.
Motion by Waddell with support from Urquhart to approve Resolution No. 15-2009 appointing Paul Marineau to the Assessing Board of Review for a term ending January 2010. Motion carried unanimously by roll call vote.

7. Proclamations/Awards
None scheduled

8. Public Communications (Limit of three minutes for comments regarding agenda items)

A. Verbal:

1. Terry Burns, Allegan County Commissioner, asked audience to participate in Transportation Survey. Commented on fees charged by the Health Department for one day events. Would like to set up meeting with Health Department and Mayor.

B. Written:

1. Notice RE: City of Douglas Now Offering Acceptance of Debit/Credit Cards for Municipal Payments
2. 2009 Road Construction Map Produced by Kalamazoo Transportation Service Center (TSC); Michigan Department of Transportation
3. Letter from Michigan Municipal League (MML) Liability and Property Pool dated February 9, 2009 RE: Recent Loss Control Visit/Inspection
4. Letter from Dick Waskin dated February 20,2009
5. Article from FOXNews.com Entitled "*Michigan Tourist Towns Not Just for Summer Anymore"*
6. Notice of Upcoming Meeting of the Ad Hoc Kalamazoo Harbor Master Plan Committee Emailed by SABA to Area Businesses
7. SABA Business Meeting Minutes of February 11, 2009
8. Notice from the Southwest Michigan Solid Waste Consortium RE: Television and Electronics Recycling in Southwest Michigan
9. Email from Steve Bishop, Fleis & VandenBrink Engineering, Inc., RE: Summary of Latest Information on the Federal Stimulus Bill

Written communications noted as received and filed.

9. Unfinished Business
None scheduled

10. New Business

A. Motion to Adopt Resolution No. 12-2009 Approving a Letter of Understanding with the Douglas Dutchers Base Ball Club.
Motion by Waddell with support from Bailey to approve adoption of Resolution No. 12-2009 with Douglas Dutchers Base Ball Club. Motion carried unanimously by roll call vote.

B. Motion to Adopt Resolution No. 13-2009 Amending the Budget of the 2008/2009 General Appropriations Act.
Motion by Harvath with support from Waddell to approve adoption of Resolution No. 13-2009 amending the 2008/2009 budget. Motion carried unanimously by roll call vote.

C. Motion to Adopt Resolution No. 14-2009 Approving and Adopting the City of the Village of Douglas Fund Balance Policy Statement; Finance/Budget Policy Statement No. 01-2009.
Motion by Waddell with support from Bailey to approve Resolution No. 14-2009 adopting Fund Balance Policy Statement. Motion carried unanimously by roll call vote.

11. Staff Reports

A. **Building/Planning/Zoning/Enforcement**
Nothing scheduled

12. Commission/Committee Reports

A. Planning Commission - Waddell
No report.

B. Community Recreation Advisory Board - Bailey
Next meeting scheduled for later in March.

C. Ad Hoc Kalamazoo Harbor Master Plan Committee (see attached agenda for meeting of March 5, 2009; see also Michigan Small Harbors Coalition meeting minutes of January 27, 2009)
Balmer commented all SABA members have been invited to the meeting. This is an organizational meeting only.

13. Council Comments

Hoexter offered compliments on the recent newsletter.

14. Mayor's Report/Comments

Shore Magazine is offering a chance to vote for "Best Of" at the website www.nwi/bestof. Best downtown choice includes City of Douglas.

15. Approval of Invoices

A. Consideration of Approval of Invoices dated 2/27/09 in the amount of $84,094.78.
Motion by Waddell with support from Bailey to approve invoices dated 2/27/09 totaling $84,094.78. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended February 28, 2009 in the Amount of $59,055.85.
Motion by Harvath with support from Hoexter to approve payroll costs for the month ended February 28, 2009. Motion carried unanimously by roll call vote.

16. Manager's Report

A. Ad Hoc Kalamazoo Harbor Master Plan Committee Meeting is scheduled for Thursday, March 5th, 7:00 p.m.
Michigan Department of Environmental Quality has scheduled a public hearing for the Swingbridge Boardwalk project on Wednesday, March 4th at Saugatuck High School, 7:00 p.m.

B. Manager Kowal announced Ryan Kilpatrick will be joining the City Staff as Community / Economic Development Director. A job description will be developed.

C. Department of Public Works Superintendent Max Rodgers will come before council at a future meeting to discuss aspects of the job that the public doesn't often see or even realize is being done.

D. Manager Kowal commented he is extremely pleased with the City Hall Staff, City Attorney, Police Department and Department of Public Works. It has taken over two years to get to this point but the City now has the best, most competent employees in place

17. Hear from the Audience (Limit three minutes for general comments)
No comments were heard.

18. Adjournment
The meeting was adjourned at 7:56 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 March 2, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, April 6, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Urquhart, Waddell
Absent: None
Also Present: Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
A. Report from Diane Bailey added to Item #12C RE: Harbor Committee Report from April 2, 2009 meeting.
Motion by Waddell with support from Bailey to approve the agenda as amended. Motion carried.

5. Approval of Minutes
A. Committee of the Whole of City Council of March 16, 2009
B. Regular Meeting of City Council of March 16, 2009
Motion by Waddell with support from Harvath to approve meeting minutes from March 16, 2009 City Council Meetings as presented. Motion carried.

6. Appointments /Resignations
None scheduled.

7. Proclamations/Awards – Mayor Pro Tem
None scheduled.

8. Public Communications (Limit of three minutes for comments regarding agenda items)
A. Verbal: None

B. Written:
1. Saugatuck Township Fire District Board Meeting Minutes from the Regular Meeting of February 9 and Workshop Meeting of February 23, 2009 are Available for Public Inspection in the Office of the City Clerk.

2. Letter from City Clerk, Jean E. Neve, to Mr. Richard Bale dated March 19, 2009 RE: Drainage Ditch Cleaning and Request to Refrain from Depositing Landscape Waste Debris into Drainage Ditches.
3. "Thank You" Note from Mr. Bill Doucette to Public Works Superintendent Max Rodgers, RE: Prompt and Efficient Response to Drainage Ditch Cleaning by City DPW Crews
4. Interurban Transit Authority Report dated March 17, 2009
5. Letter from State Senator Patty Birkholz to Councilperson Bailey dated March 20, 2009 RE: Senate Bill 190
6. *"Lakeshore Voter"* dated April 2009 from The League of Women Voters – Holland Area
7. *"Guide to the American Recovery and Reinvestment Act"* from the Office of U.S. Congressman Bart Stupak; the Complete Document is Available for Public Inspection in the Office of the City Clerk; may also be Downloaded Online at www.house.gov/stupak
8. West Michigan Strategic Alliance E-Newsletter; March 2009
9. Notice of Electronics Recycling Event; DeMond's Supermarket, Douglas, MI, on Saturday, May 2 from 9:00 a.m. to 1:00 p.m.
10. West Michigan Strategic Alliance; 2009 State of the Region; Wednesday, May 13 2009.

Written communications noted as received and filed.

9. Unfinished Business

Verbal Report from City Engineer Cal Becksvoort and Travis Underhill, Latitude Engineering & Surveying, Inc.

Mr. Becksvoort presented his report of the South Union Street Drainage Basin. The report includes drainage issues surrounding properties owned by Jim Wiley and the Saugatuck Public Schools. The school ball field project and drainage under Union Street to Tannery Creek were analyzed. Council members received copy of the report that Mr. Becksvoort discussed, summarized and made his recommendations.

The City will work with the Allegan County Drain Commission to request a Union Street Drain District be established.

10. New Business

A. Motion to Adopt Resolution No. 18-2009 Appointing a Planning and Zoning Administrator Pursuant to Section 7.13 of the Charter of the City of the Village of Douglas.

Motion by Waddell with support from Hoexter to adopt Resolution No. 18-2009 approving the appointment of Ryan Kilpatrick to the position of Planning and Zoning Administrator. Motion carried unanimously by roll call vote.

The oath of office was given to Mr. Kilpatrick by Clerk Neve.

B. Discussion RE: Planned Change of Collection Schedule by Chef Container, LLC

Councilperson Urquhart asked that this item be open for discussion. He related previous problems experienced with a Friday pickup schedule. Many of the property owners come in for the weekend and put their trash at the curb on Monday. The trash sits all week until Friday attracting rats, raccoons and dogs.

Manager Kowal will send a letter to Chef Container explaining the problems and requesting no change in the schedule. It was suggested that residents too contact Chef Container with their concerns.

Urquhart requested a work session to discuss the possibility of going to a single trash hauler.

11. Staff Reports

A. **Building/Planning/Zoning/Enforcement**

None Scheduled

12. Commission/Committee Reports

A. Planning Commission - Waddell

A special meeting on March 25th granted permission for a small expansion project at Wild Dog Grille.

B. Community Recreation Advisory Board - Bailey

Next meeting scheduled for April 14th.

C. Kalamazoo Harbor Master Plan Committee (see report from Councilperson Bailey dated March 23, 2009 RE: Summary of Working Harbor's Workshop)

Bailey added a report from the Joint Harbor Committee meeting of April 2nd.

13. Council Comments

Urquhart commented the trash pick-up schedule should be a no brainer.

Bailey commented on the Joint Harbor Committee meeting.

Hoexter complimented the DPW on their accomplishments.

14. Mayor's Report/Comments

Balmer related he is not against discussing a single trash hauler, the council has to realize how much Manager Kowal is already working on.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 4/1/09 in the amount of $75,332.83

Motion by Waddell with support from Harvath to approve invoices dated 4/1/09 totaling $75,332.83. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended March 31, 2009 in the amount of $62,070.23.
Motion by Waddell with support from Hoexter to approve payroll for the month ended March 31, 2009 in the amount of $62,070.23. Motion carried unanimously by roll call vote.

16. Manager's Report

A. Miscellaneous Matters / Updates

1. Announcement of the planned Easter Events and request for candy donations.

B. Legal Update

Motion by Waddell with support from Bailey to enter into closed session at 7:50 p.m. as authorized by Section 8(e) and 8 (h) of the Open Meetings Act, being MCL 15.268 to consult with the City Attorney regarding trial or settlement strategy with pending litigation and to discuss a written opinion by legal counsel. Motion carried unanimously by roll call vote.

Motion by Urquhart with support from Waddell to end the closed session and return to the regular meeting at 8:25 p.m. Motion carried.

17. Hear from the Audience (Limit three minutes for general comments)
No comments were heard.

18. Adjournment
The meeting was adjourned at 8:26 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 6, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, June 1, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Sapita, Urquhart, Waddell
Absent: None
Also Present: Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
A. Additions: Item #8G Email communication from John Moxey, Fleis & VandenBrink RE: Blue Star Highway Bridge repairs.
Motion by Harvath with support from Bailey to approve the agenda as amended. Motion carried.

5. Approval of Minutes
A. Regular Meeting of City Council of May 18, 2009
Motion by Harvath with support from Hoexter to approve meeting minutes from May 18, 2009 City Council Meetings as presented. Motion carried.

6. Appointments /Resignations
Letter from the Saugatuck-Douglas District Library dated May 27, 2009 RE: Resignation of Ms. Debra Quade, Douglas Library Board Representative
Noted as received and filed.

7. Proclamations/Awards – Mayor Pro Tem
None scheduled.

8. Public Communications (Limit of three minutes for comments regarding agenda items)
A. Verbal: No comments were heard.

Written:
A. West Michigan Strategic Alliance ***E-News: June 2009***
B. Summary of Interurban Transit Authority Monthly Board Meeting of May 23, 2009
C. Letter from Allegan County Health Department dated May 19, 2009 RE: Lake Michigan Beach Monitoring

D. Letter of Thanks from Friendship Lane Condominium Association RE: City Crack Filling Program on Amity Lane.

E Press Release RE: Announcement by Kalamazoo River Watershed Heritage Water Trail Committee of Grand Opening of First Trail Segment

F. Press Release RE: Announcement by Allegan County Parks, Recreation and Tourism and the Allegan County Conservation District RE: ***Kanoe the Kazoo 2009***

G. Email communication from John Moxey, Fleis & VandenBrink RE: Blue Star Highway Bridge repairs.

Written communications noted as received and filed.

9. Unfinished Business

None scheduled

10. New Business

A. Motion to Adopt Resolution No. 29-2009 Approving an Independent Contractor Agreement for Assessing Services between the City of the Village of Douglas and Kelley Ziesemer.
Motion by Waddell with support from Sapita to approve the independent agreement for assessing services. Motion carried unanimously by roll call vote.

B. Motion to Adopt Resolution No. 30-2009 Amending the Budget of the of the Fiscal Year 2008/2009 General Appropriations Act.
Motion by Bailey with support from Hoexter to approve adoption of Resolution No. 30-2009. Motion carried unanimously by roll call vote.

C. Motion to Adopt Resolution No. 31-2009 Declaring City of the Village of Douglas Property Surplus and Authorizing Disposition.
Motion by Hoexter with support from Bailey to approve adoption of Resolution No. 31-2009 declaring playground equipment surplus and authorizing disposition.
Motion carried unanimously by roll call vote.

11. Staff Reports

None scheduled.
Community and Economic Development Director Kilpatrick will be providing a report at second meeting of each month.

12. Commission/Committee Reports

A. Planning Commission - Waddell
No meeting.

B. Community Recreation Advisory Board - Bailey
Next scheduled meeting is June 23rd. Discussion will include the school recreation departments' use of the city parks. Councilperson Bailey would like to know councils thoughts on this issue.

C. Kalamazoo Harbor Master Plan Committee
(see attached Press Release *"Michigan Small Harbors Coalition Expands Efforts Throughout Great Lakes States")*
Bailey and Sapita reported on attending the Small Harbors meeting.

13. Council Comments

A. Waddell asked about an ordinance for leaf and brush pickup and a new process for Health Department approval of restaurant permits.
B. Harvath asked about an update on the Water Street lawsuit.
C. Hoexter commented she believes local health departments have a bit of leeway on certain items.

14. Mayor's Report/Comments

No report/comments.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 5/29/09 in the amount of $53,212.20.
Motion by Harvath with support from Waddell to approve invoices dated 5/29/09 totaling $53,212.20. Motion carried unanimously by roll call vote.
B. Motion to Approve Payroll for the Month Ended May 31, 2009 in the Amount of $66,046.88.
Motion by Harvath with support from Bailey to approve payroll for the month ended May 31, 2009. Motion carried unanimously by roll call vote.

16. Manager's Report

A. Reminder of Special City Council Meeting scheduled for Thursday, June 4th at 6:00 p.m.
B. Review of insurance claim due to recent lightening strike.
C. Legal Update by City Attorney Scott Dienes
Attorney Dienes reviewed a list of items he is currently working to resolve.

1. Blue Coast / Blue Moon property driveway issue. The property may not be sold until this issue is resolved.
2. Mortgages on Dutcher Lodge. Working to refinance the two loans.
3. Review of FOIA Policy
4. Review and draft garbage, refuse collection policy.

5. Harbor Lake Drive. Working with Allegan County to establish a special assessment drain district.
6. Harbor Master Plan. Working with committee members to establish guidelines and plan.
7. Kalkman / Water Street. Meeting on Thursday, June 4th to discuss options.
8. Lakeside Drive. Reviewing plans to determine emergency access.
9. Landscape and yard waste collection policy. Review and create new policy guidelines if necessary.
10. Library. Working on arrangements on the building and insuring the Library will always remain in Douglas.
11. Meadowargus. There has been no communication from the developer despite two letters. Attorney Dienes requested there be a motion to authorize him to proceed with enforcement actions. Motion by Urquhart with support from Hoexter to authorize City Attorney to proceed with enforcement procedures, as deemed appropriate, in conjunction with the Meadowargus development. Motion carried.
12. Antique Pavilion / Summer Grove drainage issues. Easement behind the Antique Pavilion is needed before problems can be addressed.
    Bailey reported the Summer Grove Association is working to petition the Allegan County Drain Commissioner to correct drainage issues via a drain district.
13. Kalamazoo Lake Sewer and Water Authority. Working on an operating agreement. Attorney Dick Wendt will be assisting.
14. Cemetery Maintenance. Working with Township.
15. Special Events Procedure and Policy. Creating a policy for large events to insure proper liability coverage and cost recovery for assistance from Police and DPW.
16. Tower Marine. Working to determine rights of the City within the area.
17. Drain, storm sewer and culvert maintenance and repair.
18. Employee Personnel Manual. Making revisions to include use of medical marijuana.

Attorney Dienes reported this is only a few of the 40+ items he and Manager Kowal have discussed.

17. Hear from the Audience (Limit three minutes for general comments)
No comments were heard.

18. Adjournment

The meeting was adjourned at 8:32 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 June 1, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, July 6, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Sapita, Urquhart, Waddell
Absent: None
Also Present: City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
Item 18 Legal Update deleted
Motion by Bailey with support from Waddell to approve the agenda as amended. Motion carried.

5. Approval of Minutes
A. Regular Meeting of the City Council of June 15, 2009
Motion by Waddell with support from Harvath to approve meeting minutes from June 15, 2009 City Council Meeting as presented. Motion carried.

6. Appointments /Resignations
A. None scheduled

7. Proclamations/Awards – Mayor
A. Proclamation Recognizing the Outstanding Community Service Work of Boy Scout Spencer Gust, and Proclaiming July 6, 2009 as "Spencer Gust Day" in the City of the Village of Douglas
Mayor Balmer read and presented the proclamation to Spencer Gust.

8. Public Communications (Limit of three minutes for comments regarding agenda items)
A. Verbal:
1. Introduction of Mr. Rolfe Timmerman; Newly Appointed Superintendent of the Saugatuck Public Schools
Mr. Steve Hutchins, Saugatuck Public Schools Board President, introduced newly appointed Superintendent Mr. Rolfe Timmerman.

Written:

A. West Michigan Strategic Alliance "E-News: July 2009"
B. Summary of Interurban Transit Authority Monthly Board Meeting of June 16, 2009
C. Kalamazoo Lake Sewer & Water Authority ("KLSWA") Water Quality Report for 2008
D. Letter from Allegan Conservation District dated June 18, 2009 RE: Cancellation of the Proposed Michigan Energy Crews ("MEC") Program
E. Press Release RE: Announcement by Allegan County Parks, Recreation & Tourism of Public Workshop to Develop Goals and Objectives for Allegan County Parks 5-Year Master Plan
F. Press Release RE: Announcement by Allegan County Board of Commissioners of its Approval to Construct a New County Animal Shelter
G. Letters to State Representative Robert Genetski, and State Senator Patty Birkholz, dated July 6, 2009, Expressing the City's Displeasure and Disagreement with their Respective Decisions/Votes to Make Further Cuts to State Revenue Sharing to Municipalities

Written communications noted as received and filed.

9. Unfinished Business

None scheduled

10. New Business

A. Motion to Approve the Appointment of the Following Individuals to Serve as Election Inspectors at the August 4, 2009 Election: Dorothy Demerest, Jane Mayer, Louise Pattison, Walter Pattison, Tarue Pullen, Donna St.Andre, Alexa Urquhart

Motion by Waddell with support by Bailey to approve the appointment of the above noted individuals to serve as election inspectors for the August 4, 2009 election. Motion carried unanimously.

B. Motion to Adopt Resolution No. 35-2009 Adopting and Approving a Cafeteria Plan Under Section 125 of the International Revenue Code of 1986, as amended

Motion by Waddell with support by Bailey to approve adoption of Resolution No. 35-2009. Motion carried unanimously by roll call vote.

C. Motion to Adopt Resolution No. 36-2009 Approving a Letter of Understanding with the Saugatuck-Douglas Fireworks Fund Committee

Motion by Harvath with support from Waddell to approve adoption of Resolution No. 36-2009. Motion carried unanimously by roll call vote.

Urquhart suggested asking the Fireworks Fund Committee that the Fireworks advertising include Douglas.

D. Motion to Adopt Resolution No. 37-2009 Approving a Summary of Material Modifications to the City of the Village of Douglas Cafeteria Plan.
Motion by Waddell with support from Urquhart to approve adoption of Resolution No. 37-2009 approving a summary material modification of Cafeteria Plan. Motion carried unanimously by roll call vote.

11. Staff Reports
None scheduled

12. Commission/Committee Reports

A. Planning Commission - Waddell
Next meeting is scheduled for Wednesday, July 8th.

B. Community Recreation Advisory Board - Bailey
No report

C. Kalamazoo Harbor Master Plan Committee - Bailey
Committee would like to see a two-step process implemented. First step would be a dredging plan with the second step being a development plan. Waddell commented Douglas has borne most of the costs up to this point. She would like a close watch on spending.
Bailey related a plan has to be in place before any grants are applied for.

13. Council Comments

A. Harvath commented the park and new play equipment look great.
B. Hoexter agreed and had some suggestions for playthings that smaller children could use.

14. Mayor's Report/Comments
The two new picnic tables at Beery Field were donated by Waddell and Balmer. The GMS foremen donated their time to act as construction coordinators. Some playthings for smaller children are in future plans and will be discussed later.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 6/30/2009 and 7/2/09 in the combined total amount of $161,705.60.
Motion by Harvath with support from Waddell to approve invoices dated 6/30/2009 and 7/2/09 in the combined total amount of $161,705.60. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended June 30, 2009 in the Amount of $99,115.90.
Motion by Waddell with support from Urquhart to approve payroll for the month ended June 30, 2009. Motion carried unanimously by roll call vote.

16. Manager's Report
An explanation on how to interpret the 2009 summer tax statements was given.

17. Hear from the Audience (Limit three minutes for general comments)
Barry Johnson, Saugatuck Brewing Company, again requested council consider a tax abatement for the back industrial brewing portion of his building. He has added 22 new jobs. All are invited to visit and see the progress in the old manufacturing building.

Gerry Bekken, Fremont St., related the new Saugatuck Township Fire District Rescue truck was in the 4th of July parade and is now in service.
He thanked council for the new sidewalk on Washington Street.

18. Adjournment
The meeting was adjourned at 7:29 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 6, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, July 20, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Bailey, Balmer, Harvath, Hoexter, Urquhart, Waddell
Absent: Sapita
Also Present: City Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
Motion by Waddell with support from Harvath to approve the agenda as presented. Motion carried.

5. Approval of Minutes
A. Regular Meeting of the City Council of July 6, 2009
B. Special Meeting of the City Council of July 13, 2009
Motion by Harvath with support from Waddell to approve meeting minutes from July 6, 2009 and July 13, 2009 City Council Meeting as presented. Motion carried.

6. Appointments /Resignations
None scheduled

7. Proclamations/Awards – Mayor
None scheduled

8. Public Communications (Limit of three minutes for comments regarding agenda items)
A. Verbal: No comments were heard.

Written:
A. Letter from Allegan County Solid Waste/Recycling Coordinator, Ben Williams, dated July 1, 2009 RE: Electronic Recycling
B. Minutes of the Saugatuck Township Fire District Board Regular Meeting of June 8, 2009 and Workshop Meeting of June 22, 2009 are available for public inspection in the office of the Clerk
C. Notice from SABA RE: Annual Sidewalk Sale; Thursday, August 20, 2009; 9:00 a.m. – 5:00 p.m.

D. July 2009 Newsletter from United States Environmental Protection Agency ("EPA")
Written communications noted as received and filed.

9. Unfinished Business
None scheduled

10. New Business
A. Motion to Adopt Resolution No. 39-2009 Approving a Lot Split; Parcel No. 03-59-017-027-00 (411 McVea Drive, Douglas, MI)
Motion by Waddell with support from Hoexter to approve adoption of Resolution No. 39-2009 for a lot split at 411 McVea Dr.
Motion carried unanimously by roll call vote.

11. Staff Reports
A. Zoning Ordinance Enforcement List dated 7/15/09
Council requested an update on items that have reached or passed the 30 days to abate status. Community and Economic Director Kilpatrick will be asked for completion status report on the older enforcement items.

B. Finance/Budget:
1. Revenue/Expenditure Summary Report for the Period of 7/1/08 to 6/30/09
2. Investment Schedule as of 6/30/09
3. Wire Transfer/ACH Payment Summary for the Month Ended June 30, 2009

12. Commission/Board/Committee Reports
A. Planning Commission - Waddell
Waddell reported the People's Store (Bauer) project was referred back to the Zoning Board of Appeals.
The Thistle Gallery project to add residential living space above still has unresolved issues with parking.

B. Community Recreation Advisory Board - Bailey
No report.

C. Kalamazoo Lake Sewer & Water Authority Commission - Urquhart
Urquhart reported KLSWA has purchased a new front end loader. Director Tom Desmet has prepared a statement regarding illegal sewer connections which are causing runoff into storm sewers. In the future testing will be done to reveal illegal connections. Drinking water quality is excellent.

D. Kalamazoo Harbor Master Plan Committee
Next scheduled meeting is July 28th.

13. Council Comments

Hoexter commented on the article about Douglas / Saugatuck in the Michigan Municipal Review magazine.

14. Mayor's Report/Comments

No comments.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 7/17/09 in the amount of $46,735.66.
Motion by Harvath with support from Waddell to approve invoices dated 7/17/09 in the amount of $46,735.66. Motion carried unanimously by roll call vote.

16. Manager's Report

No report.

17. Hear from the Audience (Limit three minutes for general comments)

Dave Hills, 314 Water Street, commented on the worsening condition of the roadway at 127 Water.

18. Adjournment

The meeting was adjourned at 7:22 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 20, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, August 3, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Balmer, Harvath, Hoexter, Sapita, Waddell
Absent: Urquhart
Also Present: City Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
Additions: Item 8C, Fleis & VandenBrink Newsletter (August 2009)
Item 8D, Letter from Miller Canfield to Realtor Laura Durham dated July 30, 2009
Item 8E, SABA Business Meeting agenda for August 5, 2009
Item 8F, Notice of Kubiak Gallery, August 8th event
Item 8G, Article from Kalamazoo Gazette, dated Friday, July 31, 2009, titled "Douglas"
Item 8H, Board and Commission Application from Mr. Eric Smith
Item 10B, Materials about Michigan Municipal League's Center for 21st Century Communities Program
Motion by Waddell with support from Harvath to approve the agenda as amended. Motion carried unanimously.

5. Approval of Minutes
A. Committee of the Whole Meeting of the City Council of July 20, 2009
B. Regular Meeting of City Council of July 2, 2009
Motion by Harvath with support from Hoexter to approve meeting minutes from July 20, 2009 as presented. Motion carried.

6. Appointments /Resignations
Motion Accepting the Resignation of Councilperson Diane Bailey and Declaring a Vacancy on the City Council
Motion by Hoexter with support from Harvath accepting, with regret. the resignation of Councilperson Bailey and declaring a vacancy on the City Council. Motion carried unanimously by roll call vote.

7. Proclamations/Awards – Mayor

A. Proclamation of Appreciation Recognizing the Outstanding Efforts of Grounds Management Solutions Employees
Item 7A will be postponed to a time when GMS employees can be present.

B. Proclamation of Appreciation Recognizing Greg Gerrans for his Outstanding Dedication to Rainbow Families
Mayor Pro Tem Waddell read and presented the proclamation to Mr. Greg Gerrans.

8. Public Communications (Limit of three minutes for comments regarding agenda items)

A. Verbal: No comments were heard.

Written:

A. Summary of Interurban Transit Authority Monthly Board Meeting of July 21, 2009
B. Kalamazoo Lake Sewer and Water Authority Financial Statements for year ending February 28, 2009 are available for viewing in the office of the City Clerk
C. Fleis & VandenBrink Newsletter of August 2009
D. Letter from Miller Canfield to Realtor Laura Durham dated July 30, 2009
E. SABA Business Meeting agenda for August 5, 2009
F. Notice of Kubiak Gallery, August 8th event
G. Article from Kalamazoo Gazette dated July 31, 2099 titled "Douglas"
H. Board and Commissions Application from Mr. Eric Smith

Written items were noted as received and filed.

Due to the Labor Holiday the September 7th City Council meeting will be held on Tuesday, September 8th.

9. Unfinished Business

None scheduled

10. New Business

A. Motion to Adopt Resolution No. 40-2009 Approving Revocable License Agreement for Saugatuck Brewing Company Sign Permit in Road Right-of Way
Motion by Harvath with support from Hoexter to approve adoption of Resolution No. 40-2009 Revocable License Agreement.
Motion carried by roll call vote with Waddell casting a "No" vote.

Community and Economic Director Kilpatrick commented he will be working on revocable license agreements for the many Blue Star Highway properties with encumbrances within the right-of-way. Additionally, he will be developing a Blue Star Corridor Improvement Plan.

B. Motion to Adopt Resolution No. 41-2009 Authorizing Participation by the City of the Village of Douglas in the Michigan Green Communities Challenge

Manager Kowal presented information on the Michigan Municipal League (MML) program to assist communities in meeting the requirement of the Energy Efficiency and Conservation Block Grant program and the Michigan Green Communities Challenge. MML has identified eight assets of 21st Century Communities.

1. Physical Design & Walkability
2. Green Initiatives
3. Cultural Economic Development
4. Entrepreneurship
5. Diversity / Multiculturalism
6. Messaging & Technology
7. Transit
8. Education

Motion by Waddell with support from Harvath to approve adoption of Resolution No. 41-2009 authorizing participation in the Michigan Green Communities Challenge. Motion carried unanimously by roll call vote.

11. Staff Reports

None scheduled

12. Commission/Board/Committee Reports

A. Planning Commission - Waddell

No meeting.

B. Kalamazoo Harbor Master Plan Committee

Councilperson Bailey was the representative to this committee. A new appointment will be made at the August 17th meeting.

13. Council Comments

Hoexter expressed concerns over the situation with children playing and climbing on the water sculpture at Beery Field. Someone will be injured and the sculpture may be broken if something isn't done to keep children off. The hostas should be replaced with some type of prickery bushes.

Hoexter commented the Saugatuck Episcopal Church is working on a green LEED certification.

Harvath asked if the City would look into placing some public recycling containers around town.

14. Mayor's Report/Comments

No comments

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 7/31/09 in the amount of $49,366.98

Motion by Waddell with support from Harvath to approve invoices dated 7/31/09 in the amount of $49,366.98. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended July 31, 2009 in the amount of $75,407.92.

Motion by Harvath with support from Waddell to approve payroll for July 2009 in the amount of $75,407.92. Motion carried unanimously by roll call vote.

16. Manager's Report

School Election tomorrow.

17. Hear from the Audience (Limit three minutes for general comments)

No comments were heard.

18. Adjournment

The meeting was adjourned at 8:25 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 August 3, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, August 17, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Balmer

2. Roll Call
Members Present: Balmer, Harvath, Hoexter, Urquhart, Sapita, Waddell
Absent: None
Also Present: City Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
Motion by Waddell with support from Harvath to approve the agenda as presented. Motion carried.

5. Approval of Minutes
A. Regular Meeting of the City Council of August 3, 2009
Motion by Hoexter with support from Harvath to approve meeting minutes from August 3, 2009 City Council Meeting as presented. Motion carried.

6. Appointments /Resignations
Consideration of applicants and motion to appoint a new member to the Council of the City of the Village of Douglas; said appointment shall be for the remainder of the unexpired term of the vacancy created by the resignation of Councilperson Bailey; said resignation accepted and vacancy declared by the City Council on August 3, 2009

Applicants Jim Wiley and Eric Smith were present and introduced themselves.

A. Motion by Waddell with support from Harvath to appoint Eric Smith to the Council of the City of the Village of Douglas said appointment shall be for the remainder of the unexpired term of the vacancy created by the resignation of Councilperson Bailey; said resignation accepted and vacancy declared by the City Council on August 3, 2009. Motion carried by roll call vote with Hoexter casting a "no" vote.

The City Clerk administered the oath of office to Eric Smith who was then seated for the remainder of the meeting.

B. Motion by Waddell with support from Sapita to appoint Councilperson Urquhart to the Kalamazoo Harbor Master Plan Committee as recommended by Mayor Balmer and, pursuant to Section 5.2 of the City Charter, the Council has determined that the best interest of the City shall be served by this appointment. Motion carried unanimously by roll call vote with Urquhart abstaining.

C. Motion by Waddell with support from Hoexter to appoint Councilperson Harvath to the Joint Police Commission for the remainder of the unexpired term (July 2010) of the vacancy created by the resignation of Councilperson Bailey. Motion carried unanimously by roll call vote with Harvath abstaining.

D. Motion by Waddell with support from Urquhart to recommend Nomination of Councilperson Smith to the Community Recreation Advisory Board for the remainder of the unexpired term (November 2009) of the vacancy created by the resignation of Councilperson Bailey. Motion carried unanimously by roll call vote with Smith abstaining.

7. Proclamations/Awards – Mayor

None scheduled.

8. Public Communications (Limit of three minutes for comments regarding agenda items)

A. Verbal: No comments were heard**.**

Written:

A. Minutes of the Saugatuck Township Fire District Board Regular Meeting of July 13, 2009 and Workshop Meeting of July 27, 2009 are available for Public Inspection in the Office of the Clerk.
B. Notice from SABA RE: Annual Sidewalk Sale; Thursday, August 20, 2009; 9:00 a.m.-5:00 p.m.
C. Information and Agenda RE: the Michigan Municipal League 111th Convention; Tuesday, September 22-Friday, September 25, 2009; Radisson Plaza Hotel; Kalamazoo, MI
D. Saugatuck/Douglas Area Business Association ("SABA") Business Meeting Minutes for Wednesday, July 1, 2009
E. Letter from Allegan County Drain Commissioner dated August 3, 2009 RE: Receipt of Valid Petition for the #288 Jager-Crane Drain
F. West Michigan Strategic Alliance Newsletter; August 2009
G. Invitation to Attend the Allegan Conservation District Annual Meeting & Tour on August 28, 2009; 9:00 a.m.-2:00 p.m.; Allegan Township Hall

H. Communication from Allegan County Sheriff, Blaine A. Koops, RE: Enforcement and Interpretation of Slow Moving Vehicle Status

I. Color Copy of "***Douglas Charm***" Article Published in August 2009 Edition of "***Your Home Your Lifestyle Magazine***"; ***Kalamazoo Gazette***

Written communications noted as received and filed.

9. Unfinished Business

None scheduled

10. New Business

A. Discussion RE: Saugatuck Public Schools; Early Childhood Center. Attachments include 1). Letter to Saugatuck Public Schools from Bureau of Construction Codes, Plan Review Division, dated June 16, 2009; 2). Letter to Bureau of Construction, Plan Review Division, from the City of the Village of Douglas dated August 14, 2009; and 3). Letter to Bureau of Construction Codes, Plan Review Division, from K. Casey and H. Barton

Manager Kowal gave a brief history of the issues. The plans for the Early Childhood Center were before the Planning Commission in March 2006 the first time. The playground for the Early Childhood Center was never shown on the site plan. Revised forms with much more detailed information are now being requested by the Bureau of Construction Codes. The revised forms have been filed along with a letter addressed to the Bureau of Construction Codes dated August 14, 2009. The city retains jurisdiction only over pollution (noise) and storm water run-off.

11. Staff Reports

A. Monthly Zoning Ordinance Enforcement Status Report; Ryan Kilpatrick, Director of Community and Economic Development

A written report was included in packets on active enforcement items. The City is looking into a more cost effective way to enforce ordinances. An attorney can't be consulted on each and every issue. In an effort to pursue active enforcement Director Kilpatrick should have the authority to issue misdemeanor citations.

B. Finance/Budget:

1. Revenue/Expenditure Summary Report for the Period of 7/1/09 to 7/31/09
2. Investment Schedule as of 7/31/09
3. Wire Transfer/ACH Payment Summary for the Month Ended July 31, 2009

Manager Kowal reported Treasurer Drexler has made arrangements that all tax disbursements are made by ACH transfer.

12. Commission/Board/Committee Reports

A. Planning Commission - Waddell
The Thistle Lofts application and parking waiver was approved. Planning Commission members asked about reversing parking waivers again and allowing applicants to pay a fee for parking spaces. Council agreed a work session is needed to discuss parking solutions.

B. Kalamazoo Lake Sewer & Water Authority Commission
No report

C. Kalamazoo Harbor Master Plan Committee
The Harbor Committee is meeting tonight at the Library. Urquhart will be attending future meetings.

13. Council Comments

A. **Urquhart** commented on problems with rental houses not being regulated as Bed & Breakfast rentals are.
Center Street becomes terribly congested and clogged with parked cars on summer weekends. The street and beach is too small to support all the traffic.

B. **Smith** thanked council for the appointment.

C. **Hoexter** welcomed Smith.
Bed & Breakfast establishments have to conform to fire and other ordinances while seasonal rental properties don't meet any standards.

D. **Waddell** agrees that rental properties do present a new set of problems but urges council to consider how to enforce ordinances.
She wants council and the public to know how unselfish Manager Kowal is in not taking a pay increase this year so the city could give raises to other employees.
Thanks to Councilperson Hoexter for suggesting the new bushes around water sculpture at Beery Park.

E. **Sapita** asked that the process for filling a vacant council seat be revisited. He would like to see a formal interview process.
Sapita asked for more speed control in the City; most specifically on Center Street.

14. Mayor's Report/Comments

No comments

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 8/14/09 in the amount of $21,420.23

Motion by Harvath with support from Hoexter to approve invoices dated 8/14/09 in the amount of $21,420.23. Motion carried unanimously by roll call vote.

16. Manager's Report

A. Update on DPW employee Tim Giles

Giles remains in a drug induced coma due to bacterial pneumonia in both lungs and is on a ventilator. Manager Kowal has authorized employees to donate vacation, sick, personal or comp time to Tim so he can remain on full pay. A bottle and can drive for the family is planned.

B. The list of ongoing and new projects and issues outstanding is enormous. The new attorneys have proven to be very responsive and the firm is large enough to have experts on the various issues. Manager Kowal is planning to make an inventory of every item staff is working on and prioritize the list. A comprehensive Capital Improvement Plan will be helpful for staff and attorneys. A work session may be planned for late September.

1**7. Hear from the Audience** (Limit three minutes for general comments)

Kate Casey thanked council and Manager Kowal for all the help with her issues with the schools.

18. Adjournment

The meeting was adjourned at 8:35 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Matt Balmer, Mayor

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 August 17, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Tuesday, September 8, 2009
7:00 p.m.

1. Call to Order

The meeting was called to order at 7:00 p.m. by Mayor Pro Tem Waddell

2. Roll Call

Members Present: Harvath, Hoexter, Sapita, Smith, Waddell
Absent: Urquhart
Also Present: City Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda

A. Item #6B deleted.
B. Renumber Item #10 New Business.
10A will be Manager Kowal's statement on withdrawal of resignation.
Remaining items will be renumber 10B thru 10 F.

Motion by Harvath with support from Sapita to approve the agenda as amended. Motion carried.

5. Approval of Minutes

A. Regular Meeting of the City Council of August 17, 2009
Motion by Harvath with support from Hoexter to approve meeting minutes from August 17, 2009 City Council Meeting as presented. Motion carried.

6. Appointments /Resignations

A. Motion to Accept the Resignation of Mayor Matt Balmer and Declaring a Vacancy on the City Council.
In accordance with Section 3.7 (b) of the City Charter, the mayor pro tem shall succeed to the office of mayor in the case of a vacancy in that office, thereby creating a vacancy in the office of mayor pro tem. The council shall fill any vacancy in the office of mayor pro tem. Until such vacancy is filled, the senior member of the council from the standpoint of continuous service shall act as mayor pro tem. Between persons of equal seniority, the person who received the highest number of votes at the time of his or her last election shall act as mayor pro tem.

Motion by Hoexter with support from Smith to accept the resignation, with deepest regret, of Mayor Matt Balmer and declare a vacancy on City Council. Motion carried unanimously by roll call vote.

B. Motion to Accept the Resignation of City Manager David R. Kowal effective August 27, 2010.
Item #6B has been withdrawn from agenda.

7. Proclamations/Awards – Mayor
None scheduled.

8. Public Communications (Limit of three minutes for comments regarding agenda items)

A. Verbal: No comments were heard.

Written:

A. Summary of Interurban Transit Authority Monthly Board Meeting of August 11, 2009
B. Notice of Public Meeting; Allegan County Rural Sub-Task Force #8C for the Safe, Affordable, Flexible and Efficient Transportation Equity Act – Legacy Users ("SAFETEA-LU"); Tuesday, September 22, 2009, 10:00 a.m., Allegan County Transit Building
C. Letter from State Senator Birkholz to Clerk Neve dated August 26, 2009 RE: State Cuts in Revenue Sharing Payments to Local Units of Government
D. Public Notice; "Douglas Tests 'Green' Trash Can Liners"
E. Note from State Rep. Genetski Recognizing and Thanking Jeanie Neve and Pam Aalderink for Co-Chairing the Enormously Successful ***Allegan County Lakeshore Relay for Life***
F. SABA Business Meeting Minutes for Wednesday, August 5, 2009
G. Notice of Public Meeting; US Environmental Protection Agency; Thursday, September 10, 2009, 6:30 p.m.; Radisson Plaza Hotel, Kalamazoo, MI

Sapita asked if the "Green" trash can liners were available for residential use.

Written communications noted as received and filed.

9. Unfinished Business
None scheduled

10. New Business

A. City Manager's Report dated September 8, 2009
Manager Kowal read his report on the progress / changes that have been made over the past few years.

B.. Motion to Adopt Resolution No. 44-2009 Approving a Memorandum Agreement with Allied Waste Services, First Party, as Represented by Resource Recovery, Allegan County Health Department, Second Party, for Certain Curbside Recycling Services.
Ben Williams of Allegan County Resource Recovery, answered questions and reviewed the process of recycling pickup. Another hazardous waste collection day will be scheduled for June 2010.
Motion by Hoexter with support from Sapita to approve adoption of Resolution No. 44-2009 agreement with Allied Waste Service, as represented by Resource Recovery for curbside recycling services. Motion carried unanimously by roll call vote.

C. Presentation by City Clerk Neve, Co-Chairperson (along with Ms. Pam Aalderink), of the First Ever ***Allegan County Lakeshore Relay for Life*** Benefiting the American Cancer Society. Over $50,000 was raised with 100% of the proceeds going directly to the American Cancer Society. Clerk Neve described putting together Relay for Life and the success of raising $50,000.

D. Discussion RE: Relocation of Dedication Plaque; Beery Park Sculpture
Hoexter and Sapita had put together some drawings of how the plaques could be placed. The family of Ed Strange suggested resetting the plaque to be more visible. Mayor Waddell will meet with Manager Kowal and Ed Sisk to discuss and make decision.

E. Motion to Adopt Resolution No. 42-2009 Approving the Purchase of a 2009 Volvo Compact Wheel Loader and Authorizing the Trade-In of a 1998 JCB Tractor Backhoe.
Manager Kowal related the Tractor Backhoe was purchased used and is in extremely poor condition. The DPW has determined a wheel loader will be more efficient that a backhoe. The list price of the Volvo is $87,000 + but with sales, incentives, trade-in and government discount the price comes down to $48,632.
Sapita commented he did a little research on the Volvo and found it to be the best quality equipment for the jobs DPW will be doing.
Motion by Harvath with support from Hoexter to approve Resolution No. 42-2009 approving the purchase of a 2009 Volvo Compact Wheel Loader and Authorizing the Trade-In of a 1998 JCB Tractor Backhoe. Motion carried unanimously by roll call vote.

F. Motion to Adopt Resolution No. 43-2009 Amending the Budget of the 2009/2010 General Appropriations Act.
Motion by Harvath with support from Smith to approve Resolution 43-2009 amending the budget of the 2009/2010 General Appropriations Act. Motion carried unanimously by roll call vote.

The budget amendments presented tonight focus on storm water drainage improvements. The two areas planned for improvement are Spring Street, where the water flows from Fremont Street and the intersection of Fremont and Main Streets. Catch basins are planned for each.

11. Staff Reports

None scheduled.

12. Commission/Board/Committee Reports

A. Planning Commission
No report. Next scheduled meeting is September 9th.

B. Kalamazoo Harbor Master Plan Committee
No report.

C. Joint Planning Committee
No report.

13. Council Comments

A. Sapita commented he attended the Saugatuck High School football game at the invitation of Superintendent Timmerman.
Thanks to Mayor Waddell and Mayor Pro Tem Hoexter for stepping up to fill the council vacancy.

B. Hoexter related she is glad to hear of the repairs and planned catch basins.

C. Waddell thanked Manager Kowal for withdrawing his resignation.
The can and bottle drive for Tim Giles has been a huge success. A fundraising spaghetti dinner is planned for September 19th. Tim is home from the hospital but recovery will be a slow process.

14. Mayor's Report/Comments

A. Written Report Attached
Mayor Waddell would like to have a special Committee of the Whole meeting to organize and clarify the roles of the city council members. The next regular council meeting is September 21st and Council has scheduled a meeting on September 24th to review priorities and list of projects. A special Committee of the Whole meeting could take place on Monday, October 12th.

B. Discussion of Possible Future City Council Meeting Dates to Review/Discuss Protocol by City Councilpersons and Section 3.8 of the City Charter RE: Council's Dealings with Administrative Services; Council's Ordering of Subordinates of City Manager.
Possible date of October 12th was discussed.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 9/3/09 in the amount of $67,910.94.
Motion by Harvath with support from Smith to approve invoices dated 9/3/09 in the amount of $67,910.94. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended August 31, 2009 in the Amount of $72,612.21. Motion carried unanimously by roll call vote.
Motion by Harvath with support from Hoexter to approve the payroll for the month ended August 31, 2009. Motion carried unanimously by roll call vote.

16. Manager's Report

A. Congratulations to the DPW for bringing the city's traffic control signs and traffic signals into compliance with reflectivity requirements.
B. An ad has been placed for the vacancy on City Council. Anyone interested should submit an application along with a resume.
C. If council wants to hold interviews for the vacancy please email thoughts, questions and possible dates to Manager Kowal.

1**7. Hear from the Audience** (Limit three minutes for general comments)

A. Jane Mayer, 443 Amity, offered congratulations to Mayor Waddell and stated she is thrilled that Manager Kowal withdrew his resignation.

18. Adjournment

The meeting was adjourned at 8:40 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Renee Waddell, Mayor

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 8, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, September 21, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Waddell

2. Roll Call
Members Present: Harvath, Hoexter, Sapita, Smith, Urquhart, Waddell
Absent: None
Also Present: City Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
A. Addition of item #8C Letter from Kubiak Gallery dated 8/25/09.
Motion by Hoexter with support from Sapita to approve the agenda as amended Motion carried.

5. Approval of Minutes
A. Regular Meeting of the City Council of September 8, 2009
Motion by Urquhart with support from Smith to approve meeting minutes from September 8, 2009 City Council Meeting as presented. Motion carried.

6. Appointments /Resignations
A. Motion to Accept the Resignation of David Burdick from the Joint Planning Committee
Motion by Hoexter with support from Smith to accept the resignation of David Burdick from the Joint Planning Committee. Motion carried unanimously by roll call vote with Urquhart abstaining.

B. Motion to appoint Alexa Urquhart to the Joint Planning Committee; pursuant to Section 5.2 of the City Charter, the Council has determined that the best interest of the City shall be served by this appointment.
Motion by Smith with support from Hoexter to appoint Alexa Urquhart to the Joint Planning Committee. Motion carried unanimously by roll call vote with Urquhart abstaining.

C. Motion to appoint David W. Mauger to the Board of the Saugatuck-Douglas District Library
Motion by Harvath with support from Urquhart to appoint David W. Mauger to the Saugatuck-Douglas District Library Board to fill the term expiring September 2011. Motion carried unanimously by roll call vote.

7. Proclamations/Awards – Mayor
None scheduled.

8. Public Communications (Limit of three minutes for comments regarding agenda items)
Verbal: No comments were heard.

Written:
A. Minutes of the Saugatuck Township Fire District Board Regular Meeting of August 10, 2009 and Workshop Meeting of August 24, 2009
B. Notice of Community Leader's Meeting; Wednesday, October 7, 2009, 1200 p.m.
C. Letter from Kubiak Gallery dated August 25, 2009.
Written communications noted as received and filed.

9. Unfinished Business
None scheduled.

10. New Business
A. Discussion/Consideration of a Request by the City of Saugatuck
RE: Proposed Storm Water Infrastructure Improvement Project located within the City of Saugatuck (northwest corner of Ferry Street / Campbell Road) that will Discharge into the City of the Village of Douglas Storm Water Drainage System
Steve Bishop, Fleis & VandenBrink and Kirk Harrier, Saugatuck City Manager were present to explain the improvement project.
The unimproved property has been a natural drainage area for years. The owner wants to plant trees and prepare the site for building in the future. With storm water improvements the water runoff would be diverted to storm drains on the opposite corner located in the City of Douglas. The project will have under drains to protect Campbell Road. A road cut will be required but the contractor will be charged with restoring the road to good condition. The contractor is currently working in Saugatuck and will do the work now. The work will be warranted for a period of one year.
No objections were heard. Saugatuck City Manager Harrier thanked council for being agreeable allowing the project to proceed.
Councilperson Harvath related he felt very good about Manager Harrier coming to this council meeting to explain the project.

11. Staff Reports
A. Finance/Budget
1. Revenue/Expenditure Summary Report for the Period of 7/1/09 to 8/31/09
2. Investment Schedule as of 8/31/09

3. Wire Transfer/ACH Payment Summary for the Month Ended August 31, 2009

Finance reports were noted as received and filed.

12. Commission/Board/Committee Reports

A. Planning Commission

The Planning Commission is considering changes to the Zoning Ordinance. A draft ordinance amendment is being prepared and will be coming before council. Future Planning Commission discussions will relate to lakeshore accessory buildings.

B. Kalamazoo Lake Sewer and Water Authority Commission

The next scheduled meeting is Monday, September 28th.

C. Kalamazoo Harbor Master Plan Committee

The next scheduled meeting is Tuesday, September 22nd.

13. Council Comments

A. Sapita offered compliments on the newsletter.

B. Urquhart thanked everyone for all the fundraising efforts for the Giles family.

C. Hoexter related she wanted Saugatuck to know she appreciated being included in the Campbell Road project.

D. Smith asked about the deadline for filing an application to fill the vacant council seat.

14. Mayor's Report/Comments

A. Discussion of possible Special City Council Meeting dates/times to meet in person and consider the candidates that have made application for appointment to the vacant City Council position; said appointment shall be for the remainder of the unexpired term of the vacancy created by the resignation of Mayor Matt Balmer; said resignation accepted and vacancy declared by the City Council on September 8, 2009.

Council agreed they would like to meet to interview candidates for the vacancy created by the resignation of Matt Balmer. Mayor Waddell and Manager Kowal will work to create some interview questions. A special meeting of the council will be held Monday, September 28th at 7:00 p.m. to conduct interviews.

Mayor Waddell thanked Manager Kowal and Chief Giles for the work on the Police Department arbitration case. Although the city is extremely disappointed at the outcome the many hours of preparation and testimony are appreciated.

The spaghetti dinner, bottle/can drive and all of the other fundraising events for the Tim Giles family were a huge success. Financial donations totaled $1623., bottles/can totaled $715. and the spaghetti dinner raised $1500. Thank you to a very caring community.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 9/18/09 in the amount of $60,764.85
Motion by Harvath with support from Hoexter to approve payment of invoices dated 9/18/09 in the amount of $60,764.85. Motion carried unanimously by roll call vote.

16. Manager's Report/ Comments

A. Will work on interview questions and scheduling candidates for September 28th.

B. Meeting to discuss the priority list is rescheduled to prior to the October 19th council meeting. A Committee of the Whole meeting will begin at 5:00 p.m.

C. Announcement of new baby born to Ryan and Amber Kilpatrick. A son, Henri Phillip Alexander arrived September 17th.

D. The outcome of the police arbitration is a huge disappointment but the city will abide by the decision. Back wages will be awarded to Officer Zerbe as directed but the city is waiting to get all the information necessary to determine the amount. We have received FOIA requests that will be handled. Documents with answers are expected from the arbitrator, police union and Officer Zerbe before the city can proceed with determining correct compensation. This will not be an easy or quick process.

1**7. Hear from the Audience** (Limit three minutes for general comments)

A. Tim Glinski, 284 Riverview, introduced himself as a candidate for the council vacancy.

18. Adjournment

The meeting was adjourned at 8:11 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Renee Waddell, Mayor

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 21, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, October 5, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Waddell

2. Roll Call
Members Present: Harvath, Hoexter, Smith, Urquhart, Waddell
Absent: Sapita
Also Present: City Manager Kowal and City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
Motion by Harvath with support from Hoexter to approve the agenda for October 5, 2009 as presented. Motion carried.

5. Approval of Minutes
A. Regular Meeting of the City Council of September 21, 2009
B. Special City Council Meeting of September 28, 2009
Motion by Harvath with support from Smith to approve meeting minutes from September 21 and 28, 2009 City Council Meetings as presented. Motion carried.

6. Appointments /Resignations
A. Motion to Accept the Resignation of Christopher Nern from the Kalamazoo Harbor Master Committee.
Motion by Urquhart with support from Harvath to accept the resignation of Christopher Nern from the Kalamazoo Harbor Master Committee with regrets. Motion carried.

B. Consideration of applicants for appointments as a new member to the Council of the City of the Village of Douglas; said appointment shall be for the remainder of the unexpired term of the vacancy created by the resignation of Mayor Matt Balmer; said resignation accepted and vacancy declared by the City Council on September 8, 2009.

The four applicants who submitted applications for the vacant council seat are Tim Glinski, Lisa Greenwood, Jane Mayer and Amie Shanahan. Council members discussed their thoughts on the appointment.

Motion by Hoexter to appoint Jane Mayer to the Council of the City of the Village of Douglas; said appointment shall be for the remainder of the unexpired term of the vacancy declared by the City Council on September 8, 2009. Motion died for lack of support.

Motion by Smith with support from Harvath to appoint Lisa Greenwood to the Council of the City of the Village of Douglas; pursuant to Section 5.2 of the City Charter, the Council has determined that the best interest of the City shall be served by this appointment; said appointment shall be for the remainder of the unexpired term of the vacancy created by the resignation of Mayor Balmer; said resignation accepted and vacancy declared by the City Council on September 8, 2009. Motion carried with Hoexter casting a "no" vote.

7. Proclamations/Awards – Mayor

None scheduled.

8. Public Communications (Limit of three minutes for comments regarding agenda items)

Verbal:

A. The Honorable William A. Baillargeon, 57th District Court, presented information on Domestic Violence Diversion Program established by the Allegan County Mental Health Board. The month of October is Domestic Violence Awareness Month.

B. Dave Hills, Water Street, commented on the worsening condition of the Water Street roadway and expressed concerns about the declining tourism in the area.

C. Amie Shanahan, Wilderness Ridge, asked about the building permit issued for the construction at 127 Water Street.

Written:

A. Summary of Interurban Transit Authority Monthly Board Meeting of September 29, 2009

B. Notice of "Walk & Roll to School Day", Wednesday, October 7, 2009

C. ***Shore*** Magazine Article RE: Douglas Businessperson/Artist, John Thomas

Written communications noted as received and filed.

9. Unfinished Business

None scheduled.

10. New Business

A. Motion to appoint as Election Inspectors for the November 3, 2009 General Election the following persons: Tarue Pullen, Dorothy Demerest, Linda Anderson, Walter Pattison, Louise Pattison, Donna St.Andre, Alexa Urquhart, Suzanne Dixon.
Motion by Harvath with support from Smith to appoint the above listed persons as Election Inspectors for the November 3, 2009 General Election. Motion carried with Urquhart abstaining.

B. First reading of Ordinance No. 03-2009 amending the Zoning Ordinance of the City of the Village of Douglas (amendment of Sections 2.21, 4.01, 27.04 and addition of a new Section 26.13).

Community & Economic Development Director Kilpatrick gave a review of the proposed amendments stating a Zoning Ordinance should always be an evolving document.

Motion by Hoexter with support from Harvath to accept for first reading amendments to Sections 2.21, 4.01, 27.04 and a new Section 26.13 of the Zoning Ordinance. Motion carried unanimously by roll call vote.

C. Discussion of Letter of Intent; Kalamazoo Harbor Master Plan Committee (draft minutes of Kalamazoo Harbor Master Plan Committee Meeting of September 22, 2009 attached)

Kalamazoo Harbor Master Plan Committee Chairperson Chris Nern was in attendance to review the letter of intent from the Harbor Committee. It is the intent of the three municipalities of Saugatuck, Saugatuck Township and Douglas to respond to any upcoming Request for Proposals as may be issued relative to the Great Lakes Restoration Initiative for the purpose of securing funding for improvements to Kalamazoo Harbor. The committee has heard a good presentation from the Port of Detroit. The members need to consider what the waterfront should look like.
Council person Urquhart indicated there are a couple of grants available that we can qualify for. The committee is trying to get JJR to write to the Army Corp of Engineers to apply for a $100,000 grant. This money would pay for the application for another grant due by October 31st. Would like to have each community contribute $2,000 to begin applying for grants.
John St.Andre, Harbor Committee Member, commented we still need to look at funds for dredging and maintenance. He plans to continue to stress the need for dredging first at committee meetings.
Mayor Waddell requested that copies of the Harbor Committee meeting minutes be included in council packets.

11. Staff Reports

None scheduled

12. Commission/Board/Committee Reports

A. Planning Commission
No meeting.

B. Kalamazoo Harbor Master Plan Committee
See discussion with Chris Nern above.

C. Joint Planning Committee
No meeting.

D. Community Recreation Advisory Board
No meeting.

13. Council Comments

A. Harvath thanked those who applied for the council seat.
B. Hoexter related she is glad to hear the information from the Harbor Committee and compliments the members for their work.
Offered compliments on OktoberFest and suggested next year stressing the funds raised are to be used for further park improvements.
C. Urquhart indicated he feels the numbers from JJR seem to have been greatly exaggerated.
D. Smith thanked Ryan Kilpatrick for reviewing the changes to the Zoning Ordinance.

14. Mayor's Report/Comments

A. Thank you to all applicants who applied for the council seat.
B. Thanks to staff and volunteers for work on OktoberFest. Next event is the Halloween Parade.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 10/2/09 in the amount of $111,125.98 ($102,027.79 + $9,098.19)
Motion by Harvath with support from Urquhart to approve payment of invoices dated 10/2/09 in the amount of $111,125.98. Motion carried unanimously by roll call vote.

B. Motion to Approve Payroll for the Month Ended September 30, 2009 in the amount of $73,024.59.
Motion by Harvath with support from Hoexter to approve payroll for the month ended September 30, 2009. Motion carried unanimously by roll call vote.

16. Manager's Report/ Comments

A. Thanks to all involved with OktoberFest. We will be proceeding with the installation of underground sprinkling if profits allow.

B. Schedule of upcoming meetings:

1. Committee of the Whole, Monday, October 12th, 7:00 pm
2. C.O.W. and Regular Council Meeting, Monday, October 19th, beginning at 5:00 p.m. (May include closed session for legal review)
3. The first meeting in November will likely include a closed session for review of legal issues.

C. Budget amendment recommendations will be brought before you shortly. The Police arbitration losses were not budgeted. Revenue sharing is certainly being cut. Staff will be looking at ways to reduce costs. Many things have changed since the budget was adopted in June.

17. Hear from the Audience (Limit three minutes for general comments)
No comments were heard.

18. Adjournment
The meeting was adjourned at 8:50 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Renee Waddell, Mayor

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 October 5, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, October 19, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Waddell

2. Roll Call
Members Present: Greenwood, Harvath, Hoexter, Sapita, Smith, Urquhart, Waddell
Absent: None
Also Present: City Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
Motion by Harvath, with support from Hoexter, to approve the agenda for October 19, 2009 as presented. Motion carried.

5. Approval of Minutes
A. Regular Meeting of the City Council of October 5, 2009
Motion by Harvath, with support from Smith, to approve meeting minutes from October 5, 2009 as presented. Motion carried. Greenwood abstained due to absence as a councilperson.
B. Committee of the Whole Meeting of City Council of October 12, 2009
Motion by Hoexter, with support from Harvath, to approve meeting minutes from October 5 and October 12, 2009 as presented. Motion carried.

6. Appointments /Resignations
A. Motion to accept the resignation of Renee Waddell from the Planning Commission.
Motion by Harvath, with support from Greenwood, to accept, with regret the resignation of Renee Waddell from the Planning Commission. Motion carried.

7. Proclamations/Awards – Mayor
Recognition and Expression of Thanks to Mr. Lawrence Gammons for Donating his Time, Talents and Expertise Redesigning the Center Street Garden Cutout Areas. Council applauded Mr. Gammons work and dedication to the city.

8. Public Communications (Limit of three minutes)

Verbal:

A. Mr. Terry Burns; Allegan County Commissioner, District One – Not present.

Written:

A. Minutes of the Saugatuck Township Fire District Board Regular Meeting of September 14 and Workshop Meeting of September 28, 2009 are Available for Public Inspection in the Office of the City Clerk

B. Allegan County Board of Commissioners; Resolution Reallocating a Portion of Allegan County Allocation of Recovery Zone Economic Development Bonds

C. West Michigan Strategic Alliance; Roundtable Discussion – Friday, October 23, 2009

D. Notice RE: Michigan Municipal League's ("MML") Elected Officials Academy ("EOA") Workshops for Newly Elected and Seasoned City Council Members

Written communications noted as received and filed.

9. Unfinished Business

Second and Final Reading; Motion to Adopt Ordinance No. 03-2009 Amending the Zoning Ordinance of the City of the Village of Douglas (amendment of Sections 2.21, 4.01, 27.04 and addition of a new Section 26.13

Motion by Hoexter, with support from Harvath, to approve adoption of Ordinance No. 03-2009 for second and final reading. Motion carried unanimously by roll call vote.

10. New Business

A. First Reading; Motion to Adopt Ordinance No. 04-2009 Amending Ordinance No. 01-2008 of the City of the Village of Douglas (amendment of Section 1, Continuation of Planning Commission; Section 2, Composition of Planning Commission; Section 3, Powers and Duties)

Motion by Harvath, with support from Sapita, to approve Ordinance No. 04-2009 for first reading. Motion carried unanimously by roll call vote.

B. Motion to Adopt Resolution No. 45-2009 Authorizing and Approving Financial Contribution to the Kalamazoo Harbor Master Plan Committee

Motion by Harvath, with support from Urquhart, to approve adoption of Resolution No. 45-2009. Motion carried unanimously by roll call vote.

11. Staff Reports

A. Finance/Budget
   1. Revenue/Expenditure Summary Report for the period of 7/1/09 to 9/30/09
   2. Wire Transfer/ACH Payment Summary for the month ended September 30, 2009

B. Planning Zoning:
   Zoning Ordinance Enforcement; Summary Report dated October 14, 2009

12. Commission/Board/Committee Reports

A. Planning Commission - None
B. Kalamazoo Lake Sewer & Water Authority Commission - None
C. Kalamazoo Harbor Master Plan Committee - None
D. Joint Planning Committee – None
E. Community Recreation Advisory Board - None
F. Joint Police Commission- Presented by Hoexter.

13. Council Comments

A. Hoexter Thanked Mr. Gammons for his hard work.
B. Urquhart commended the three municipalities for their dedication towards the betterment of the Kalamazoo Harbor.
C. Sapita welcomed Councilperson Greenwood and encouraged homeowners to assist in clearing snow from the fire hydrants during the winter months.
D. Waddell reminded members of upcoming meetings, election, and Thanked Mr. Kowal for addressing the cutouts on Center St.

14. Mayor's Report/Comments - None.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 10/16/09 in the amount of $56,020.18.
   Motion by Harvath, with support from Urquhart, to approve payment of invoices dated 10/16/09 in the amount of $56,020.18. Motion carried unanimously by roll call vote.

16. Manager's Report/ Comments

A. Acting Manager Neve reported that adopting a fire hydrant for winter months is usually included into the winter city newsletter. The Planning Commission open seat will be advertised in the paper. Irrigation at Beery

Field has been addressed. City Hall doors should be back in place within the next few weeks.

17. **Hear from the Audience** (Limit three minutes for general comments) None

18. Adjournment

The meeting was adjourned at 7:55 p.m.

Respectfully submitted by:

Pam Aalderink
Recording Secretary

Approved by: _____
Renee Waddell, Mayor

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 October 19, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, NOVEMBER 02, 2009
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. Call to Order – Mayor Waddell called the meeting to order at 7:00 PM

2. Roll Call – Members present: Greenwood, Harvath, Hoexter, Sapita, Smith, Urquhart, and Waddell. Also present: Jean Neve, Acting City Manager; Ryan Kilpatrick, Zoning Administrator.

3. Pledge of Allegiance – Mayor Waddell led the Pledge of Allegiance.

4. Changes / Additions / Deletions to Agenda

Motion by Harvath, with support from Urquhart, to Approve the Agenda for November 02, 2009 as presented. Motion carried by voice vote.

5. Approval of Minutes

A. Motion by Hoexter, with support from Harvath, to approve the Regular Meeting Minutes of City Council of October 19, 2009. Motion carried by voice vote.

B. Motion by Greenwood, with support from Harvath, to approve the City Council Committee of the Whole Meeting Minutes of October 26, 2009. Motion carried by voice vote.

6. Appointments / Resignations

A. Motion by Harvath, with support from Urquhart, to approve the Appointment by Mayor Waddell of Ms. Candace Dugan to the Planning Commission. Motion carried unanimously by roll call vote.

B. Motion by Harvath, with support from Hoexter, to Reappoint Mr. Steve Oakley to the Board of Trustees of the Saugatuck-Douglas District Library. Motion carried unanimously by roll call vote.

C. Motion by Harvath, with support from Hoexter, to accept the Resignation of Councilperson C. Daniel Urquhart from the Kalamazoo Harbor Master Plan Committee. Motion carried by roll call vote. Urquhart abstained.

D. Motion by Harvath, with support from Hoexter, to Appoint Planning Commissioner Alexa Urquhart to the Kalamazoo Harbor Master Plan Committee. Motion carried by roll call vote. Urquhart abstained.

E. Motion by Harvath, with support from Greenwood, to Appoint Councilperson Robert Sapita to the Kalamazoo Harbor Master Plan Committee. Motion carried by roll call vote. Sapita abstained.

7. Proclamations / Awards

None scheduled

8. Public Communications (Limit of 3 minutes)

Verbal:

Mr. Terry Burns; Allegan County Commissioner, District One (RE: Proposed 911 Surcharge). Mr. Burns presented council with a fact sheet regarding the 911 surcharge renewal for Allegan County.

Written:

Summary of Interurban Transit Authority Monthly Board Meeting of October 20, 2009

9. Unfinished Business

Second and Final Reading; Motion by Hoexter, with support from Sapita, to Adopt Ordinance No. 04-2009 Amending Ordinance No. 01-2008 of the City of the Village of Douglas (amendment of Section 1, Continuation of Planning Commission; Section 2, Composition of Planning Commission; Section 3, Powers and Duties). Motion carried unanimously by roll call vote.

10. New Business

Motion by Hoexter, with support from Smith, to Adopt Resolution No. 46-2009 Approving a Proposal Submitted by Latitude Engineering, Inc. for Engineering and Construction Administration Services; Water Street Reconstruction.
Cal Becksvoort, Latitude Engineering & Surveying, Inc. spoke to council regarding the continued failure of Water Street which poses imminent danger to residents. Work on Water Street could begin immediately and continue through the winter with repaving completion in the spring. The estimate cost for a 150 foot section of road work would be $120 - $130 thousand dollars with an additional cost of $40 thousand for engineer preparation.
Motion carried unanimously by roll call vote.

11. Staff Reports

None scheduled

12. Commission / Committee / Board Reports

A. Planning Commission - None
B. Kalamazoo Lake Sewer & Water Authority Commission - None
C. Kalamazoo Harbor Master Plan Committee - None
D. Joint Planning Committee - None
E. Community Recreation Advisory Board - None

13. Council Comments

A. Hoexter, if I am not re-elected it was an honor to serve with each member of this council.
B. Harvath reported that the Halloween parade was a huge success.
C. Greenwood appreciated Kowal's follow up with Mr. Burns on the distribution of stimulus funds and respects Kowal's action on Water Street; however, she questioned why the road could not remain open to emergency vehicles only. Mr. Becksvoort, again, stressed that Water Street poses a danger to anyone traveling on it and that the road should not be used.

14. Mayor's Report / Comments

Mayor Waddell clarified errors printed in the Local Observer. Also in the Mayor's report was a Thank you to Tick/Tock Studio for filming in Douglas, Thanked Russell and Ginger Wilkenson for their continued community service, and reported that the Saugatuck Township newsletter inserted in the local newspaper was a "cheap shot" towards the City of Douglas.

15. Approval of Invoices / Payroll

A. Motion by Harvath, with support from Greenwood, to approve invoices dated 10/30/2009 in the total amount of $64,820.65. Motion carried unanimously by roll call vote.

B. Motion by Harvath, with support from Urquhart, to approve payroll for the month ended October 31, 2009 in the amount of $73,356.62. Motion carried unanimously by roll call vote.

16. Manager's Report / Comments

Acting Manager, Jean Neve read a letter of appreciation into the record. The letter was received from Janet Lugers who expressed her sincere gratitude for the work the DPW employees, Tom

and Larry had done. Neve also reported on the removal of the barricade near Blue Star Hwy. prior to snow plowing.

17. Hear from the Audience (Limit of 3 minutes)
Myron Kukla, Grand Rapids Press, introduced himself to council and inquired if he could get contact information for a follow up article on the election. Mayor Waddell advised him to contact Jean Neve, City Clerk for this information.

AT 8:15 P.M THERE WAS A SHORT BREAK

18. Closed Session

At 8:20 PM a motion was made by Harvath, with support from Hoexter, that council convene in closed session to consult with its attorneys regarding trial and settlement strategy in the pending litigation of AM Rodriguez v. City of Douglas, Vonderheid & Waterview Ventures, and Kalkman V. City of Douglas, as having the consultation in an open meeting would have a detrimental financial effect on the City's litigation and settlement position. Motion carried unanimously by roll call vote.

At 9:15 PM a motion was made by Harvath, with support from Urquhart, to end the closed session and return to open meeting. Motion carried unanimously by voice vote.

19. Adjournment

Motion by Urquhart, with support from Greenwood, to adjourn the Regular Meeting of the City Council of November 02, 2009. Motion carried by voice vote.

Respectfully submitted by:

Pam Aalderink
Recording Secretary

Approved by:

_____
Renee Waddell, Mayor

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 November 02, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, November 16, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Waddell

2. Roll Call
Members Present: Greenwood, Harvath, Hoexter, Sapita, Smith, Urquhart, Waddell
Absent: None
Also Present: City Manager Kowal and Clerk Neve

3. Pledge of Allegiance – Mayor

4. Organizational Meeting of Council
In accordance with Section 3.6 of the City Charter, the Council shall hold its organizational meeting at the first regular meeting following the annual election of its members. At this time the Council shall elect a mayor and mayor pro tem from its members.

Motion by Hoexter with support from Greenwood to nominate Councilperson Waddell to the office of mayor.

Motion by Urquhart with support from Sapita to close the nominations. Motion carried.
Motion to elect Councilperson Waddell to the office of mayor carried by roll call vote with Waddell abstaining.

Motion by Harvath with support from Sapita to nominate Councilperson Hoexter to the office of mayor pro tem.

Motion by Urquhart with support from Sapita to close the nominations. Motion carried.

Motion to elect Councilperson Hoexter to the office of mayor pro tem carried by roll call vote with Hoexter abstaining

5. Changes/Additions/Deletions to Agenda
Communication from Councilperson Sapita will be discussed with Item #13C.
Motion by Hoexter, with support from Harvath, to approve the agenda for November 16, 2009 as amended. Motion carried.

6. Approval of Minutes

A. Regular Meeting of City Council of November 2, 2009
Motion by Harvath with support from Hoexter to approve meeting minutes from November 2, 2009 as presented. Motion carried.

B. Closed Session of City Council of November 2, 2009
Motion by Harvath with support from Hoexter to approve meeting minutes from the closed session held November 2, 2009. Motion carried.

7. Appointments /Resignations

None scheduled.

8. Proclamations/Awards – Mayor

None scheduled.

9. Public Communications (Limit of three minutes)

Verbal: None

Written:

A. Minutes of the Saugatuck Township Fire District Board regular meeting of October 12 and workshop meeting of October 26, 2009 are available for public inspection in the Office of the City Clerk

B. Letter of appreciation from Ms. Janet Lugers to Department of Public Works Superintendent, Max Rodgers, expressing thanks and gratitude for the excellent services provided by the Douglas Department of Public Works

Written communications noted as received and filed.

10. Unfinished Business

None scheduled.

11. New Business

A. Motion to adopt Resolution No. 47-2009 approving a professional service contract with Grounds Management Solutions, LLC, for snowplowing and ice control services for the 2009/2010 snow removal season.
Motion by Harvath with support from Urquhart to adopt Resolution No. 47-2009 snow removal contract with GMS.

Proposals from Countryside and GMS were considered. Manager Kowal explained the four options from GMS. Discussion on the options lead to a consensus that option #4 was the best choice with the DPW taking care of snow removal of the city owned / leased parking lots. The intent is to have Center Street, Blue Star Highway and Randolph Street sidewalks clear by 7:00 a.m.

Council members agreed that a change in the ordinance is needed to require property owners to clear snow from the sidewalks adjoining their property.

Motion carried unanimously by roll call vote.

B. Discussion only regarding the possible issuance of capital improvement bonds as a funding mechanism for miscellaneous capital improvement projects.
Manager Kowal related tonight is a discussion to help council become familiar with capital improvement bonds. Attorney Steve Mann, Miller Canfield, gave a brief overview of the procedure necessary to issue capital improvement bonds.
Projects that bond proceeds could help with include repairs to the Blue Star Highway Bridge, Water Street reconstruction and the Lakeside Drive emergency access road.

C. Discussion of past litigation; City of the Village of Douglas v. City of Saugatuck and the Kalamazoo Lake Sewer and Water Authority
Attorney Doug Callander, Miller Canfield, reviewed the litigation in chronological order to give the new council members knowledge of this issue.
Discussion followed on prioritizing projects and what priority this issue should be given. Council members agreed this should be a top priority and it is very important to create an operating agreement for KLSWA.
Greenwood suggested looking at ways to reduce attorney costs by employing the services of a mediation firm.
Urquhart related sewer and water is the biggest municipality asset and there is no operating agreement in place. There is nothing in writing to show the amount of capacity Douglas owns. He strongly urges council to put this at the top of the priority list.

D. Motion authorizing the Mayor and City Clerk to execute on behalf of the City of the Village of Douglas a Permit for Possession of Fireworks by Resident Wholesale Dealer or Jobber and Permit for Fireworks Display for a planned fireworks display by the Fireworks Fund Committee on December 31, 2009
Motion by Harvath with support from Greenwood to approve execution of a permit for possession of fireworks and permit for display on December 31, 2009. Motion carried unanimously by roll call vote.

12. Staff Reports

A. Finance/Budget

1. Revenue/Expenditure Summary Report for the period of 7/1/09 to 10/31/09

2. Wire Transfer/ACH Payment Summary for the month ended October 31, 2009.

Reports noted as received and filed. Budget amendments will be coming before council in December.

13. Commission/Board/Committee Reports

A. Planning Commission

B. Kalamazoo Lake Sewer & Water Authority Commission
Urquhart reviewed an itemized list of accomplishments for the year and reported on a discussion of increased water usage rates.

C. Kalamazoo Harbor Master Plan Committee
Sapita read a prepared report. (Attached to original packet)

D. Joint Planning Committee
Harvath reported the November 10th meeting held a discussion on review of sign ordinances. The next meeting is scheduled for February 9, 2010.

E. Community Recreation Advisory Board
Smith reported he will attend his first meeting on Tuesday, November 17th

F. DDA
Waddell reported the DDA will purchase 10 benches to be placed along Center Street.

14. Council Comments

A. Hoexter thanked council for electing her to the position of mayor pro tem.
B. Smith thanked Sergeant Steve Kent for the information on car washes.
C. Harvath commented the DPW has done a great job getting the Christmas decorations up in the midst of leaf collection.
D. Greenwood commented on the quick response letter to Mr. George Dernis after the recent fire.

15. Mayor's Report/Comments

Christmas lights and banners look great.
Coffee and water was provided to the Firefighters during the recent fire.
November 3rd election ran smoothly.
Kalamazoo Lake Sewer and Water Authority was formed while both Saugatuck and Douglas were part of Saugatuck Township.
The Holiday Preview is Saturday, November 21st.

16. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 11/13/09 in the amount of $37,499.31
Motion by Harvath with support from Hoexter to approve payment of invoices dated 11/13/09 in the amount of $37,499.31. Motion carried unanimously by roll call vote.

17. Manager's Report/ Comments

A. Holiday decorations were put up right in the midst of leaf collection. The DPW did a great job doing both. Leaf and brush collection end on November 30th.

B. Holiday Preview is Saturday, November 21st from noon to 9:00 p.m.

1**8. Hear from the Audience** (Limit three minutes for general comments)
None

19. Adjournment
The meeting was adjourned at 9:50 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Renee Waddell, Mayor

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 November 16, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____
Jean E. Neve, City Clerk Date

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THE CITY OF THE VILLAGE OF DOUGLAS
MEETING OF THE CITY COUNCIL
MINUTES
Monday, December 21, 2009
7:00 p.m.

1. Call to Order
The meeting was called to order at 7:00 p.m. by Mayor Waddell

2. Roll Call
Members Present: Greenwood, Harvath, Hoexter, Urquhart, Waddell
Absent: Sapita, Smith
Also Present: Community and Economic Development Director Kilpatrick and Clerk Neve

3. Pledge of Allegiance – Mayor

4. Changes/Additions/Deletions to Agenda
Motion by Harvath with support from Hoexter to approve the agenda for December 21, 2009 as presented. Motion carried.

5. Approval of Minutes
A. Special Meeting of City Council of December 5, 2009
Motion by Hoexter with support from Harvath to approve meeting minutes from December 5, 2009 as presented. Motion carried.
B. Regular Meeting of City Council of December 7, 2009
Motion by Hoexter with support from Harvath to approve Meeting minutes of December 7, 2009 as presented. Motion carried.

6. Appointments /Resignations
A. Motion to accept the resignation of Mr. William Smith from the Board of the Douglas Downtown Development Authority.
Motion by Harvath with support from Hoexter to accept, with regret, the resignation of William Smith from the DDA Board. Motion carried unanimously by roll call vote.
B. Motion to appoint Mr. Mike Hurley to the Board of the Douglas Downtown Development Authority (January 1, 2010-December 31, 2013)
Motion by Harvath with support from Urquhart to approve the appointment of Mike Hurley to the DDA Board for a term ending December 31, 2013. Motion carried unanimously by roll call vote.

7. Proclamations/Awards
None scheduled.

8. Public Communications (Limit of three minutes)

Verbal:

A. Heather Barton, 190 Union St., told council she had placed a call to Mr. Stanley Skopek, Plan Reviewer, Bureau of Construction Codes, who indicated the State would still require Saugatuck Public Schools to submit the retroactive site plan for approval of the play yard at its' early education building.

Written:

A. Minutes of the Saugatuck Township Fire District Board regular meeting of November 9 and workshop meeting of November 30, 2009 are available for public inspection in the Office of the City Clerk

B. Saugatuck Douglas Area Business Association ("SABA") business meeting minutes of Wednesday, December 2, 2009

C. City of the Village of Douglas 2010 Meeting Schedule for City Council, Planning Commission, Zoning Board of Appeals and Downtown Development Authority

D. Notice of Determination of Necessity in the Matter of #288 Jager-Crane Drain

E. Interurban Transit Authority Report dated December 15, 2009

Written communications noted as received and filed.

9. Unfinished Business

None scheduled.

10. New Business

A. Motion to Adopt Resolution No. 50-2009 Amending the Budget of the 2009/2010 General Appropriations Act (Downtown Development Authority Budget; Proposed Budget Amendment to Purchase Benches for Placement within DDA District Boundaries)
Motion by Harvath with support from Greenwood to approve adoption of Resolution No. 50-2009 amending the DDA budget for the purchase of benches. Motion carried unanimously by roll call vote.

B. Motion to Adopt Resolution No. 51-2009 Authorizing and Approving Financial Contribution to the Kalamazoo Harbor Master Plan Committee (rescinds Resolution No. 45-2009 in its entirety)
Motion by Harvath with support from Hoexter to approve adoption of Resolution No. 51-2009 authorizing financial contribution to the Kalamazoo Harbor Master Plan Committee. Motion carried unanimously by roll call vote.

C. Motion to Adopt Resolution No. 52-2009 Amending the Budget of the 2009/2010 General Appropriations Act (Proposed Budget Amendment to Create $2,500 Appropriation for Professional Consulting Services; Kalamazoo Harbor Master Plan Committee).

Motion by Harvath with support from Urquhart to approve adoption of Resolution No. 52-2009 amending the budget of the 2009/2020 General Appropriations Act. Motion carried unanimously by roll call vote.

11. Staff Reports

A. Finance/Budget

1. Revenue/Expenditure Summary Report for the period of 7/1/09 to 11/30/09.
2. Wire Transfer/ACH Payment Summary for the month ended November 30, 2009

Reports noted as received and filed.

12. Commission/Board/Committee Reports

A. Planning Commission
The December 10th meeting was cancelled due to weather conditions.

B. Kalamazoo Lake Sewer & Water Authority Commission
No meeting in December.

C. Kalamazoo Harbor Master Plan Committee
Harbor Master Plan Committee Representative John St. Andre updated council on the plans to pursue future grants.

D. Joint Planning Committee
No meeting in December.

E. Community Recreation Advisory Board
No meeting.

13. Council Comments

Hoexter thanked Community and Economic Director Kilpatrick for a clear, concise presentation of the priorities list. She suggested starting an award for "Citizen of the Year". Wished everyone Happy Holidays.

Harvath offered praise to the Department of Public Works on keeping the roads clear.

Greenwood related she feels the Committee of the Whole meetings are useful and productive.

Urquhart wished everyone a Merry Christmas and Happy New Year.

14. Mayor's Report/Comments

Mayor Waddell commented she has been on council for five years. During that time she has seen improvements to the professional staff we now have at City Hall, the council has been fiscally responsible and we are working through a priority list.

Mayor Waddell related she feels Mike Hurley will be a good addition to the DDA.

Reminder of holiday office hours: Closed Thursday, December 24th, Friday, December 25th, Thursday, December 31st, and January 1st.

15. Approval of Invoices / Payroll

A. Consideration of Approval of Invoices dated 12/18/09 in the amount of $61,816.60

Motion by Harvath with support from Hoexter to approve payment of invoices dated 12/18/09 in the amount of $61,816.60. Motion carried unanimously by roll call vote.

16. Manager's Report/ Comments

No report

1**7. Hear from the Audience** (Limit three minutes for general comments)

No comments were heard.

18. Adjournment

The meeting was adjourned at 7:40 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City Clerk

Approved by: _____
Renee Waddell, Mayor

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 December 21, 2009. I further certify that the meeting was duly called and that a quorum was present.

_____ _____

Jean E. Neve, City Clerk Date

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