

THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Tuesday, January 3, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance – Mayor**
4. **Consent Calendar**
 - A. Approval of Agenda for January 3, 2017
 - B. Approval of Regular Council Meeting Minutes of December 19, 2016

Motion by Harvath with support from Greenwood to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Harvath with support from Mooradian to approve invoices dated January 3, 2017 in the revised amount of \$47,843.90.
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**
 - A. Retiring Police Chief Ken Giles gave the oath of office to Interim Chief Steve Kent.

7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
 1. Adam Mendes, 3431 Clearbrook, commented on medical marijuana law and licensing indicating he planned to build a business to supply medicinal marijuana.
 - B. Written Communications
 1. Notice from Michigan Liquor Control Commission RE: Transfer interest in License Type Microbrewer and Small Wine Maker (Saugatuck Brewing Company, Inc.)
Council asked what the transfer involves.

2. Interurban Transit Authority Board Meeting Minutes from November 15, 2016
Communications noted as received and filed.

8. **Unfinished Business**
 - A. Discussion and update on Medical Marijuana Operations / Licensing – Imus
Due to more recent court decisions our current ordinance is unenforceable. A caregiver, with State licensing can grow up to 72 plants for up to 5 patients plus themselves, in any zoning district, with no regulation from the city. 2016 laws went into effect in December but cannot be enforced until December 20, 2017. The 2016 laws regulate more of the commercial aspects with five types of activities to a commercial operation. Cities may choose which types to allow or reject them all. With the status of our current ordinance, we may want to repeal it.
Greenwood with support from Anderson made a motion to repeal Ordinances 4-2013 and Ordinance 5-2013 (entire Chapter 113 of Code of Ordinances).

LeFevere and Imus suggested waiting until the next meeting so a formal resolution could be prepared.

Greenwood with support from Seabert moved to table the motion to repeal until the January 16th meeting.

Anderson suggested having the Planning Commission get started studying the new law and council could make some recommendations as to what they would like to see. We need to work together, study and investigate.

Imus related she would bring the subject up to the Planning Commission at their next meeting on Wednesday, January 11th.

- B. Update on Tower Marine lawsuit – LeFevere
Still waiting on volume calculations from Tower Marine but Nederveld Engineering is finished with a topographical survey of the spoils pile.

9. New Business

- A. Motion by Harvath with support from Greenwood to adopt Resolution No. 01-2017 declaring City of the Village of Douglas property surplus and authorizing disposition. (2008 Ford Explorer Police vehicle)
Motion carried unanimously by roll call vote.

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission - Imus
Will be meeting Wednesday, January 11th.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere, Hoexter
No meeting.
3. Kalamazoo Lake Harbor Authority – Greenwood
Jon Helmrich has resigned as the representative from the Township.
Felicia Fairchild also resigned as the representative at-large due to her retirement. The two cities will be considering a new appointee to fill the at-large position.
4. Downtown Development Authority – Wiley
Meeting scheduled for Tuesday, January 10th.
5. Police Commission – Harvath, Anderson
No meeting.
6. Fire District Board – Mooradian, Christiansen
No meeting.

B. Staff Reports

1. **Community Development / Planning / Zoning** - Imus
Nothing further.
2. **Finance / Budget** – Drexler
No report/
3. **City Clerk** – Neve
 - a. Website
Will be looking at proposals for new website.

4. **Manager's Report / Comments - LeFevere**

Received notice from MDEQ that application was received for Inland Lakes and Streams, Great Lakes, Wetlands, Floodplains, Dams, Environmental Areas, High Risk Erosion Areas and Critical Dune Areas.

11. **Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**

Adam Mendes, Clearbrook Dr., again spoke to offer his assistance in creating a marijuana ordinance. He has spent much time studying and talking with attorneys.

12. **Council Comments**

Seabert: Hope everyone had a nice holiday. Would like to be more progressive on road repair schedule and be ahead of things in the Spring.

Lion: Would like responses on two issues that were brought up at previous meetings. Audit and South Street.

Harvath: Asked where Christmas trees could be disposed of. (Annual drop off at Schultz Park).
Will be meeting tomorrow with the lighting committee to discuss when holiday lighting is coming down.

13. **Mayor's Report / Comments – Wiley**

Will miss the next two meetings.

14. **Closed Session**

Motion by Harvath with support from Anderson to go into closed session in accordance with the provisions of Section 8 of the Open Meeting Act for the purpose of consulting with the City Attorney regarding pending litigation.

Motion carried unanimously by roll call vote at 8:09 p.m.

Motion by Greenwood with support from Seabert to end the closed session and return to the regular meeting at 8:53 p.m.

Motion carried.

15. **Adjournment – Meeting adjourned at 8:53 p.m.**

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Greg Harvath, Mayor Pro Tem

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 3, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, January 16, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order** – Mayor Pro Tem Harvath called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert
Members absent/excused: Wiley
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**

- A. Approval of Agenda for January 16, 2017
- B. Approval of Regular Council Meeting Minutes of January 3, 2016
- C. Approval of Closed Session Meeting Minutes of January 3, 2017

Motion by Mooradian with support from Seabert to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Greenwood with support from Anderson to approve invoices dated January 16, 2017 in the amount of \$85,930.79
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**

- A. Motion by Greenwood with support from Lion to adopt Resolution No. 02-2017 approving the appointment of Marilyn Starring as the member-at-large representative to the Kalamazoo Lake Harbor Authority Board.
Motion carried unanimously by roll call vote.

7. **Public Communications**

- A. Verbal (Limit of three (3) minutes on agenda items only)
 - 1.) Denise Pollicella, Medical Marihuana Attorney, commented she is glad to see the State working on regulations that will give local municipalities control. Will be following the City of Douglas to see how it regulates..
- B. Written Communications
 - 1.) Saugatuck Public Schools Community Recreation Annual Directors Report
Mayor will be looking to appoint a new representative to this board.
 - 2.) *Medical Marihuana Facilities Licensing Act* article from "The Review" magazine.

Communications noted as received and filed.

8. **Unfinished Business**

- A. Presentation on Medical Marihuana Facilities Licensing Act
Planner Imus presented a power point from the Michigan Association of Planning Conference.

9. New Business

- A. First Reading – Ordinance No. 01-2017 Amending and/or Repealing in Part Chapter 113, an Ordinance Establishing Regulations and Licensing Requirements Regarding Medical Marihuana Activities with the City of the Village of Douglas.
Greenwood read into record.
- B. Motion by Greenwood with support from Seabert to adopt Resolution No. 03-2017 Establishing a Moratorium on Enforcement of the City of the Village of Douglas Zoning Ordinance as to Medical Marihuana.
Motion carried unanimously by roll call vote.

10. Reports

A. **Commission / Committee / Board Reports**

1. **Planning Commission - Imus**
The Planning Commission wants to hold a session on the basics of form based code. Council would be invited to attend also. Lynee Wells may be available to instruct Form Base Code 101. Planning would like to hear from other communities who have already adopted form base.
2. **Kalamazoo Lake Sewer and Water Authority-LeFevere**
Talked about some issues on how to implement GIS, water asset management program, and capacity monitoring.
Reviewed budget and proposed rate increases for both water and sewer. Budget meeting is set for next Monday, January 23rd.
3. **Kalamazoo Lake Harbor Authority – Greenwood**
Meeting is Tuesday, January 17th, 7:00 p.m. in Saugatuck..
4. **Downtown Development Authority – Lion**
Meeting was cancelled due to lack of quorum. Executive committee met and interviewed marketing candidates.
5. **Police Commission – Anderson**
Joint Study Committee is indefinitely on hold. Saugatuck and the Township are choosing to do their own separate study of needs.
Will be looking at other municipalities Policy Statement and considering how calls outside of jurisdiction are handled.
6. **Fire District Board – Mooradian, Christiansen**
Christiansen reported on the 875 calls in 2016 with the majority being medical. Saugatuck Township Fire Department is the busiest in Allegan County. Average response time is 5 minutes. Cost recovery and fund raising are going well. CPR classes will be offered to the community during 2017.
Approved funding for bullet proof vests.

B. **Staff Reports**

1. **Community Development / Planning / Zoning - Imus**
ZBA did not meet in December. An estimate of \$45,000 was received from Williams & Works to update the zoning ordinance.
2. **Finance / Budget – Drexler**
 - a. Revenue & Expenses Report for month ended December 31, 2016
95% of taxes have been collected.

4. **Manager's Report / Comments** - LeFevere
Nothing additional to report.

11. **Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**

R.J. Peterson, Tower Marine, made comments about the City not being friendly and cooperative with Tower Marine.

12. **Council Comments**

Anderson: Commented on the Williams & Works estimate.

Greenwood: Have heard people say they are not in favor of plans for Wade's Bayou. Comments and specifics should be directed to council and staff. Totally in support of Manager LeFevere's actions on moving forward with the suit against Tower Marine. This was not a single decision but backed by the entire council.

Seabert: Also have heard comments on the improvements at Wade's Bayou. Planning Commission seems to be very dedicated on working on the marihuana ordinance.

Mooradian: In support of further study of medical marihuana licensing.

Harvath: Thanks to Planner Imus for the power point on marihuana. The Police Commission is very transparent and mindful of budget. Would like to look further at emergency medical services.

13. **Mayor's Report / Comments** – Wiley

No report/comments.

14. **Adjournment** – Meeting adjourned at 8:30 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Greg Harvath, Mayor Pro Tem

**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, February 6, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Pro Tem Harvath called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert
Members absent/excused: Wiley
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.

3. **Pledge of Allegiance – Mayor Pro Tem**

4. **Consent Calendar**

- A. Approval of Agenda for February 6, 2017
- B. Approval of Regular Council Meeting Minutes of January 16, 2017

Motion by Greenwood with support from Seabert to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Mooradian with support from Seabert to approve invoices dated February 6, 2017
in the amount of \$ 46,493.33
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**

- A. Mayor Pro Tem Harvath presented Officer Tino Reyes a Certificate of Recognition on being named Fox 17's "Pay It Forward Police Officer of the Year".

7. **Public Communications**

- A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
- B. Written Communications
 1. Interurban Transit Authority Board Meeting Minutes of December 20, 2016
 2. Executed agreement with Top Grade Site Management Contractors for work at Union Street Storm Water Infiltration Bed
 3. Invitation to "Medical Marijuana Learn at Lunch", March 9, 2017, Allegan County Jail
 4. Notice of Special Public Meeting, Monday, February 13th, 6:30 p.m. RE: CMAQ Grant

Communications noted as received and filed.

8. **Unfinished Business**

- A. Second and Final Reading of Ordinance No. 01-2017
Motion by Greenwood with support from Seabert to adopt Ordinance No. 01-2017
Amending and/or Repealing in Part Chapter 113, an Ordinance Establishing Regulations
and Licensing Requirements Regarding Medical Marihuana Activities with the City of
the Village of Douglas.
Motion carried unanimously by roll call vote.

9. New Business

- A. Motion by Mooradian with support from Greenwood to adopt Resolution No. 04-2017 approving a recommendation for a new on premise Full Class "C" Redevelopment liquor license application at 312 Ferry Street, Douglas, MI (Stonewall Corner LLC) Applicant Fred Royce indicated he has been working out plans for a Thai Restaurant to open by March or April, 2017.
Motion carried unanimously by roll call vote.
- B. Motion by Greenwood with support from Lion to approve an agreement with Tabitha Lohr who will perform services for the Douglas Downtown Development Authority as outlined in Exhibit 'A' for a period not to exceed six weeks (through March 20th, 2017). Planner Imus explained that the DDA has been unable to get a quorum of members to hold a meeting to bring on Tabitha Lohr as the new Promotions Director. The DDA is asking the City Council to consider entering into a contract with Tabitha on a temporary basis until they can meet and officially hire her as a contract employee.
Motion carried unanimously by roll call vote.

10. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Imus
A workshop on form base code was held last Thursday. Materials are available for anyone who could not attend.
Next meeting, Wednesday, Feb. 8th, Greg Weykamp will be discussing the Waterfront Master Plan.
There will be a Special Public Meeting on Monday, February 13th with Engineer Brian Vilmont speaking on the CMAQ Grant.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere, Hoexter
Next meeting will be held on February 27th at 10:00 a.m.
3. Kalamazoo Lake Harbor Authority – Greenwood
Last scheduled meeting did not have a quorum. Greenwood will not be able to attend the March or April meetings. Need to review status of Alternate Gerry Schmidt.
4. Downtown Development Authority – Wiley
No meeting.
5. Police Commission – Harvath, Anderson
No meeting.
6. Fire District Board – Mooradian, Christiansen
No meeting.

B. **Staff Reports**

1. **Community Development / Planning / Zoning - Imus**
Planner Imus has attended the first training for Redevelopment Ready Communities and will attend the second session in Lansing on Tuesday. A Resolution will be brought forward at the next council meeting to engage the city as a Redevelopment Ready Community.
Art galleries are organizing "Art on Center" event for the nine galleries.
Building permits have increased for decks, pools, fences, and enclosed porches.
Holiday lighting committee will talk about decorations for Blue Star Highway that could tie in with CMAQ grant.

2. **Finance / Budget – Drexler**
2016 Winter taxes are due February 14th. Last day to pay locally is February 28th.

 3. **Manager’s Report / Comments - LeFevere**
Information on costs for Top Grade to put two infiltration basins on Union Street, south of Blue Star Highway is included in packet.
Met with Engineer Brian Vilmont and Fire Chief for input on the CMAQ grant work on Blue Star.
Engineer Vilmont is continuing to work on Special Assissment District projects.
The DEQ has some questions on dredge spoils involved with our marina permit that will require getting some answers back to them.
Continuing to work toward getting a meeting regarding the S.A.W. grant.
- 11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**
No comments were heard.
- 12. Council Comments**
- Seabert: Asked if it was time to start on manager’s evaluation again.
 Women’s March was very well supported.
 Thanks to Planner Imus for education on Form Based Code.
 Hope to see the barrel completely finished before tourist season.
 Would like to see the Beach to Bayou Trail completed also.
- Lion: Appreciates the update on water projects.
 Thanks for support for DDA.
- Mooradian: Would like to see monthly report from the Police.
- Greenwood: Wasn’t able to attend the Planning Commission meeting on Form Based Code
- Anderson: Pleased that the DDA marketing position has been filled.
- 13. Mayor Pro Tem’s Report / Comments – Harvath**
Thanks for information on Form Based Code.
- 14. Adjournment – Meeting adjourned at 8:20 p.m.**

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Greg Harvath, Mayor Pro Tem

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 6, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, February 20, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Wiley
Members absent/excused: Mooradian, Lion, Seabert
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.

3. **Pledge of Allegiance – Mayor**

4. **Consent Calendar**

- A. Approval of Agenda for February 20, 2017
- B. Approval of Regular Council Meeting Minutes of February 6, 2017

Motion by Harvath with support from Anderson to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Harvath with support from Greenwood to approve invoices dated February 20, 2017 in the revised amount of \$57,902.71.
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**

None

7. **Public Communications**

- A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
- B. Written Communications
 1. Communication from Chuck Gustafson dated February 14, 2017 RE: South Street
 2. Memo from Allegan County Board of Commissioners dated February 6, 2017 RE: Distribution of Public Safety Radios/PagersCommunications noted as received and filed.

8. **Unfinished Business**

- A. Discussion of CMAQ Grant
Engineer Vilmont presented review of proposed options for improvements to Blue Star Highway from Center Street to Lake Street. Discussion continued on finding a way to work thru issues with City of Saugatuck. Vilmont reviewed how the intersection of Main St. and Blue Star would look if the project ended there and no improvements were made to the bridge. Manager LeFevere and Vilmont will try to get on the Saugatuck workshop agenda on Thursday, Feb. 23rd. to again present options and address concerns.

9. New Business

None

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission - Imus
Busscher site plan was approved for construction at 2924 Blue Star.
Received a request for a special use permit for a Tatoo Parlor.
ZBA will be looking at a project in Felkers.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere, Hoexter
Next meeting is Monday, February 27th.
3. Kalamazoo Lake Harbor Authority – Greenwood
Next meeting is Tuesday, February 21st, Douglas City Hall, 7:00 p.m.
4. Downtown Development Authority – Wiley
No meeting but will try to reach a quorum for a meeting on Tuesday, Feb. 21st.
5. Police Commission – Harvath, Anderson
No meeting.
6. Fire District Board – Christiansen
Responded to 75 calls year-to-date. Department is now able to install not only battery operated smoke detectors but also hard wired 110 volt, free of charge.
Planning on an evacuation exercise at Douglas Elementary School.
Three grants were received that will provide funding for local television station broadcasting, mobile dash cams and fire inspector schooling.
A fund raiser if planned at What Not Inn.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
DDA will be talking about proposed craft beer festival, an invoice payment policy and sponsorship for socials.
Have heard there is interest again in the Chaps building by two different parties.
2. **Finance / Budget – Drexler**
 - a. Revenue and Expense Report for month ended January 31, 2017
Review of expense report. MERS pay out was made this year. Money saved on winter street maintenance.
3. **Manager's Report / Comments - LeFevere**
Nothing further.

11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)

Todd Christiansen, Douglas, commented on similar pedestrian pathway issue in Kalamazoo that was solved by installing a separate wooden bridge next to the roadway for bikers/joggers/walkers. Kirke White, Saugatuck, also commented on the bridge to Lake Street issues. He says he is now half sold on the project.

12. Council Comments

Anderson: Very hopeful to work out issues with the City of Saugatuck.

Harvath: Thanks to the citizens who did show up tonight. We need to work together and think of the whole community, not just as one city..

13. Mayor's Report / Comments

Manager evaluations should be turned into City Clerk before March 6th. Councilperson Seabert will be calculating and compiling results to report at the next council meeting. (March 6th). City of Saugatuck work session in Thursday, February 23rd at 4:00 p.m.

14. Adjournment – Meeting adjourned at 8:40 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 20, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, March 6, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance – Mayor**
4. **Consent Calendar**
 - A. Approval of Agenda for March 6, 2017
 - B. Approval of Regular Council Meeting Minutes of February 20, 2017

Motion by Greenwood with support from Harvath to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**

Motion by Mooradian with support from Harvath to approve invoices dated March 6, 2017 in the revised amount of \$63,574.70.
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**
 - A. Motion by Greenwood with support from Harvath to appoint Councilperson Neal Seabert to the Saugatuck Public Schools Community Recreation Board (4-yr. term ending January 2021)
Motion carried.
 - B. Motion by Greenwood with support from Anderson to appoint Wendy Colsen to serve on the Douglas Downtown Development Authority Board (term ending January 2021)
Motion carried.
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
 - B. Written Communications
None received.
8. **Unfinished Business**
 - A. CMAQ Grant Discussion – Engineer Brian Vilmont
Blue Star Highway Improvements
Vilmont presented sketches of six areas/intersections along Blue Star Highway that needed a decision on improvements before the grant application is finalized.
 - 1.) Curb islands at Center and Blue Star
 - 2.) St. Peters Drive intersection
 - 3.) Curb island at Chestnut Street
 - 4.) Delivery access driveway at Shell station
 - 5.) Relocate driveway to The Pines Motel
 - 6.) Trail termination at Main Street

9. New Business

- A. Motion by Seabert with support from Anderson to adopt Resolution No. 06-2017 authorizing actions to enforce settlement with Kalamazoo Ferry Company (dba Tower Marine and R.J. Peterson)
Will authorize all actions that may be necessary to complete the relocation of the spoils material in accordance with Court Order File Number 13-52632-CZ.
Motion carried unanimously by roll call vote.
- B. Motion by Mooradian with support from Seabert to adopt Resolution No. 07-2017 to proceed with submission of Trust Fund Grant application for the acquisition of Pont Pleasant Marina.
Will approve the proposal from Edgewater Resources to perform the necessary work and submit the Michigan Department of Natural Resources Trust Fund Grant on behalf of the City.
Motion carried unanimously by roll call vote.
- C. Motion by Mooradian with support from Seabert to adopt Resolution No. 05-2017 to participate in Michigan Economic Development Corporation's Redevelopment Ready Community Program.
Will show the City support of the Redevelopment Ready Community program and the Intention to engage in the certification process to become a Certified Redevelopment Ready Community with the Michigan Economic Development Corporation.
Motion carried unanimously by roll call vote.

10. Reports

- A. **Commission / Committee / Board Reports**
1. Planning Commission - Imus
Meeting on Wednesday, March 8th to consider a special land use permit for a Tatio Studio in Weathervane Mall.
Annual report will be ready soon.
Council members asked about any recommendations the Planning Commission had discussed regarding marijuana facilities.
 2. Kalamazoo Lake Sewer and Water Authority-LeFevre
Discussed metering sewer usage. New trucks ordered. Saw a presentation of GIS system. Still considering agreement for sharing information.
 3. Kalamazoo Lake Harbor Authority – Schmidt
Election of officers was held with Trester as Chair, Burroughs as Vice-Chair and Greenwood as Treasurer. New members Starring and Phillips welcomed. Starring may head up the Harbor Safety Subcommittee to educate watercraft users on navigation/safety concerns. Discussed why PCP/arsenic studies need to be done before dredging. Placement of buoys will be done by each individual municipality.
 4. Downtown Development Authority – Wiley
Discussed the proposed Craft Beer Festival and Half Marathon Run. DDA has agreed to apply for and obtain the liquor license.
Tabitha Lohr has been officially hired. Next meeting is March 14th.
 5. Police Commission – Harvath, Anderson
No meeting.

6. Fire District Board – Mooradian, Christiansen
No meeting.
7. Community Recreation – Seabert

B. Staff Reports

1. **Community Development / Planning / Zoning** - Imus
Community Recreation would like to install some new fencing at Beery Field. They will pay for 8-ft fencing to replace the 4-ft from the backstop to the dugouts as well as a section at the corner of Main and Fremont.
2. **Finance / Budget** – Drexler
RFP's for Auditors went out to five firms this week.
3. **Manager's Report / Comments** - LeFevere
Kalamazoo Lake Harbor Authority holds dredge permits for all areas except the one needed for the basin.
Continuing to work with contractors and Drain Commissioner on redesign of the Beach to Bayou Trail. Need to get bids out and finish up the work this year.

11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)
No comments were heard.

12. Council Comments

- Harvath: Appreciates all the work Engineer Vilmont has done on the Blue Star Highway improvement project.
The City contract term with Chef Container is coming up giving us some options to negotiate.
- Greenwood: Thanks to Wendy Colsen for being willing to serve on the DDA.
- Anderson: Feels like much has been accomplished tonight.
- Seabert: Very pleased with the bike path. Hopes to see the Beach to Bayou Trail completed this year.
Thanks for the appointment to the Community Recreation Committee.
Would like to have a look into budgeting to have sound system in Center Street.
Suggestions: Bike repair station maintained on trail..
Community garden planted on our 16-acre property.
Thanks to Wendy Colsen.
- Lion: A bike repair station is being considered at "Just Add Water".
Tabitha is working well with Lisa and will be talking with business owners.
Questions on the budget process and when it begins.
- Mooradian: Considering sending letter to newspaper regarding the bike trail Asks that others also write. Don't give up, keep fighting.

13. Mayor's Report / Comments

Please turn in manager evaluation forms if you have not already done so.
Will be out of town the next two meetings.
Lots of good discussion tonight.

14. Adjournment – Meeting adjourned at 8:45 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 6, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, March 20, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Pro Tem Harvath called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Mooradian, Seabert
Members absent/excused: Lion, Wiley
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance – Mayor**
4. **Consent Calendar**
 - A. Approval of Agenda for March 20, 2017
 - B. Approval of Regular Council Meeting Minutes of March 6, 2017
 - C. Approval of Committee of the Whole Work Session Meeting Minutes of March 6, 2017
 - D. Approval of Closed Session Minutes of March 6, 2017

Motion by Greenwood with support from Anderson to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Mooradian with support from Seabert to approve invoices dated March 20, 2017 in the revised amount of \$66,592.09.
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**
 - A. Motion by Greenwood with support from Seabert to reappoint Mark Barrone to the City of Douglas Planning Commission (3-yr. term ending April 2020)
Motion carried.

7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
 1. Dean Kapenga, Allegan County Commissioner, offered kudos to new County Clerk Bob Genetski.
Commissioners are studying Sheriff Department staffing needs.
Allegan County Transportation has been recognized for its service.

Judge Bill Baillergeon, 57th District Court, presented the 2016 Annual Report of the 57th District Court and spoke about the success of the Specialty Courts. (Reports on file in the office of the City Clerk)
 - B. Written Communications
 1. Communication between Manager LeFevere and Saugatuck City Manager Harrier
RE: CMAQ project

Written communications noted as received and filed.

8. Unfinished Business

- A. Public comments related to the Trust Fund Grant submitted on behalf of the City of the Village of Douglas for Point Pleasant Marina.
Greg Weykamp, Edgewater Resources, presented slide presentation.

No comments were heard.

Motion by Greenwood with support from Seabert to adopt Resolution No. 11-2017 in support of the grant application to the Michigan National Resource Trust Fund submitted on behalf of the City of Village of Douglas for the Point Pleasant Marina property located at 201 Washington Street.

Motion carried unanimously by roll call vote.

9. New Business

- A. Motion by Anderson with support from Greenwood to adopt Resolution No. 08-2017 approving an agreement regarding the use of Wade's Bayou Park and Facilities (Running Rivers, Inc.)
Motion carried unanimously by roll call vote.
- B. Motion by Mooradian with support from Seabert to adopt Resolution No. 09-2017 approving a letter of understanding with the Douglas Dutchers Base Ball Club.
Motion carried unanimously by roll call vote.
- C. Motion by Greenwood with support from Anderson to adopt Resolution No. 10-2017 amending the City of Douglas Retirement Plan to permit loans.
Motion carried unanimously by roll call vote.

10. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Imus
Special Use Permit for Tatoo Studio in Weathervane Mall was approved.
Annual Report was provided.
Will be continuing work on sign ordinance, non-conforming lots, form base code and connectivity.
ZBA meeting on March 28th will be a hearing regarding non-conforming lot size.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
Winding down work on SAW Grant. Undertaking Asset Management Plan for water system. Continuing to experience problems filling positions. Wages have been increased trying to attract applicants.
3. Kalamazoo Lake Harbor Authority – Greenwood
Meeting Tuesday, March 21st at Saugatuck. Schmidt will attend.
4. Downtown Development Authority – Imus
Liquor license is approved for the June Craft Beer Festival.
Socials will be held at Beery Field with the exception of the first one which will be at the Old Schoolhouse.
Tabitha is working on the website.
Two committees were formed. One for Events and the other for Marketing and Advertising.

5. Police Commission – Harvath, Anderson
No meeting.
6. Fire District Board – Mooradian
County radio project is delayed due to issues with the towers.
CPR classes offered April 10th.
Fund raiser on March 28th at What Not Inn.
Discussion about having an AED in City Hall.
7. Community Recreation – Seabert
No meeting.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
ZBA will have a hearing on March 28th at 7:00 p.m. RE: 284 Lakeshore Dr.
Planning Commission has been doing further research/discussion on marijuana and will probably like to hold another combined meeting with council in April or May.
Attended a meeting with the CVB as they move forward in hiring a new director.
 2. **Finance / Budget – Drexler**
 - a. Revenue & Expenditure Report for month ended February 28, 2017
Reviewed invoices related to snow removal from GMS. \$14,600 has been spent this season compared to \$30,000-\$40,000 spent in 2008, 2009 and 2010.
 3. **Manager's Report / Comments - LeFevere**
Report on Chase Manufacturing site clean-up available.
DPW Superintendent Rodgers has obtained fencing estimates. Fencing at Beery Field will be paid for by Community Recreation. Fencing at Douglas Beach will be replaced. Fencing in the dog park area at Schultz Park estimate is \$11,000.
Court hearing with Tower Marine is adjourned until after Memorial Day.
Prein Newhof is still working on water line Special Assessment districts.
Will be going to MML conference to attend sessions on marijuana.
- 11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**
No comments were heard.
- 12. Council Comments**
- Seabert: Thanks to Lisa for attending the marijuana session in Allegan.
Sad to see no cooperation between the communities on bike path.
- Harvath: Thanks to staff for all the work. Thanks to citizens for being interested enough to attend our meetings.
- 13. Mayor's Report / Comments**
No report.
- 14. Adjournment – Meeting adjourned at 8:52 p.m.**

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Greg Harvath, Mayor Pro Tem

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 20, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, April 3, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Councilperson Greenwood called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Anderson, Greenwood, Lion, Mooradian, Seabert
Members absent/excused: Harvath, Wiley
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.

3. **Pledge of Allegiance – Councilperson Greenwood**

4. **Consent Calendar**

- A. Approval of Agenda for April 3, 2017
- B. Approval of Regular Council Meeting Minutes of March 20, 2017

Motion by Lion with support from Anderson to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Seabert with support from Mooradian to approve invoices dated April 3, 2017
in the amount of \$47,688.15.
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**

None.

7. **Public Communications**

- A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
- B. Written Communications
 1. Interurban Transit Authority Board Meeting Minutes of February 17, 2017
 2. Open Letter to Residents of Saugatuck Township RE: Lakeshore Drove road washout
 3. Thank you note from Judge Bill Baillergeon
 4. Copy of letter from Friends of the Blue Star Trail responding to “mistruths” about trail project and funding.
 5. Communication from the Department of Environmental Quality RE: Parcels identified to be in high risk erosion areas.

Written communications noted as received and filed.

8. **Unfinished Business**

None

9. **New Business**

- A. Motion by Anderson with support from Seabert to adopt Resolution No. 12-2017 approving a proposal of professional governmental auditing services with Siegfried Crandall P.C.
Proposals were received from five audit firms. Siegfried Crandall P.C. was the lowest bidder. They serve several other small Allegan County municipalities.
Motion carried unanimously by roll call vote.

- B. Discussion of Comcast Uniform Video Franchise Application in the City of the Village of Douglas.
A ten-year franchise agreement with Comcast is set to expire in May. The contract will renew automatically if we do nothing. For the privilege of using our right-of-ways we can only control the franchise fee which has been set at 2% in the past agreement. At 2% we get approximately \$14,000 per year which go into the general fund.

10. Reports

A. **Commission / Committee / Board Reports**

1. **Planning Commission - Imus**
The Zoning Board of Appeals discussed variance requests for 284 Lakeshore, asked for a legal opinion regarding parking spaces and tabled the matter. Planning Commission meets on Wednesday, April 12th and will continue work on form based code. They will request a joint meeting with the City Council in May to continue discussions on marijuana regulations. The State is still addressing issues with marijuana enforcement ordinances.
2. **Kalamazoo Lake Sewer and Water Authority-LeFevere**
No meeting.
3. **Kalamazoo Lake Harbor Authority – Greenwood**
Alternate Gerry Schmidt attended the March 21st meeting and provided draft minutes for tonight's meeting.
Marilyn Starring will head up a Harbor Safety Committee. Bill Boike would like to arrange a round-table discussion with the State agencies regarding dredging.
4. **Downtown Development Authority – Imus**
Next meeting is Tuesday, April 11th.
5. **Police Commission – Harvath, Anderson**
Next meeting is April 14th.
6. **Fire District Board – Mooradian**
No meeting.
7. **Community Recreation – Seabert**
No meeting.

B. **Staff Reports**

1. **Community Development / Planning / Zoning - Imus**
Applications for liquor licenses for socials, Halloween and Craft Beer Festival are done and submitted.
A meeting with Friends of Blue Star Trail is scheduled for Wednesday, April 5th at 4:00 p.m. in Saugatuck City Hall.
2. **Finance / Budget – Drexler**
Budget work session will be held at the first meeting in May at 6:00 p.m.
3. **City Clerk - Neve**
Ideas for new City flag/banners were presented for comment.
4. **Manager's Report / Comments - LeFevere**
New dog park fencing is in. Signs have been ordered with posted hours. Area will be divided for small dogs (under 30 lbs.) and large dogs.

11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)
No comments were heard..

12. Council Comments

- Seabert: Flower beds look good with new mulch. Many of the bumpouts have already been adopted for planting. Roads are in terrible shape with potholes everywhere.
When asked about progress on the Chase Manufacturing site cleanup, Manager LeFevere responded the next steps are in the hand of the EPA. There will be some changes coming for any Brownfield Redevelopment.
Town was very busy Friday and Saturday. Noticed many walkers and bikers on pathways and crossing bridge.
- Lion: Agreed that roads are in terrible shape.
- Mooradian: Road condition issues revealed themselves more this winter. Many potholes. Manager LeFevere stated \$100,000 will be spent on crack fill as soon as weather allows.
The boardwalk at Swingbridge is deteriorating, mossy covered and looks like there are weeds and garbage near/under it. Suggested perhaps a Community Pride Day could clean the area.
- Greenwood: Hopeful that Wednesday meeting at Saugatuck City Hall will be a cooperative problem solving one.

13. Mayor's Report / Comments

No report.

14. Adjournment – Meeting adjourned at 8:15 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Lisa Greenwood, Acting Mayor Pro Tem

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 3, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, April 17, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: Anderson
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley

4. **Consent Calendar**

- A. Approval of Agenda for April 17, 2017
- B. Approval of Regular Council Meeting Minutes of April 3, 2017

Motion by Greenwood with support from Harvath to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Harvath with support from Seabert to approve invoices dated April 17, 2017
in the amount of \$64,799.95
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**

- A. Presentation by Saugatuck Township Fire Department to retired Police Chief Ken Giles
Fire Chief Janik presented retired Chief Giles with a personalized Saugatuck
Township Fire District badge.
- B. Motion by Harvath with support from Seabert to reappoint David Burdick to
another term on the City of Douglas Planning Commission (term ending April 2020)
Motion carried unanimously.
- C. Motion by Greenwood with support from Harvath to reappoint Kelli Heneghan to
another term on the City of Douglas Planning Commission (term ending April 2020)
Motion carried unanimously.

7. **Public Communications**

- A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
- B. Written Communications
 - 1.) Thank you note from Helen DeGeatano and the Douglas Dutchers.
 - 2.) Invitation to attend joint meeting of the Allegan County Board of Commissioners
and the Allegan County Cities, Townships and Villages (ACCTV) to discuss
County-Wide Law Enforcement.
 - 3.) Dick Waskin email dated April 14, 2017, RE: Newspaper advertising
Written communication noted as received and filed.

8. **Unfinished Business**

None

9. New Business

- A. Motion by Harvath with support from Lion to adopt Resolution No. 13-2017 Establishing a Redevelopment Project Area allowing qualified businesses to apply for a redevelopment liquor license in the City of the Village of Douglas pursuant to Public Act 501 of 2006, MCL 436.1 Section 521a(l)(a).
Motion carried unanimously by roll call vote.
- B. Motion by Greenwood with support from Harvath to adopt Resolution No. 14-2017 to approve a uniform video service local franchise agreement between Comcast and the City of the Village of Douglas pursuant to P.A. 480 of 2006.
Motion carried unanimously by roll call vote.

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission - Imus
Discussing budget and goals. Will be moving ahead with Form Based Code and hoping to get help from the State. Reviewing ordinances for food trucks, signs and continuing work on marijuana regulations.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
Hydrant flushing will happen in May. Plans to paint fire hydrants this summer. Working on modifications to Articles of Incorporation.
3. Kalamazoo Lake Harbor Authority – Greenwood
Next meeting is Tuesday, April 18th, 7:00 p.m. in Douglas City Hall.
4. Downtown Development Authority – Lion
Event committee has all the bands for Socials booked. Received update on Craft Beer Festival. Looking at establishing a business incentive program. DDA website is up and running.
5. Police Commission – Harvath
Had some discussion on the City of Saugatuck Police Study. Budget is on track. Department is looking for part-time officers.
6. Fire District Board – Mooradian
Conducted an active violence exercise at Hamilton Schools. CPR classes are offered. Recent fundraisers for the “burn house” earned \$8,300. Chief Janik serves on the committee for nationwide communication system. Had discussion on creating a new entrance driveway while there is work being done on the bike path. Price of a defibrillator is down to \$350. if interested in purchasing one for City Hall.
7. Community Recreation – Seabert
No meeting.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
ZBA meeting on Wednesday, April 19th to consider variances at 284 Lakeshore Dr. Have had inquiries about the Chaps building but so far nothing has worked out. Construction season has begun with calls on fences, decks,, patios, etc.

3. **Finance / Budget – Drexler**

a. Revenue & Expense Report for month ended March 31, 2017

There will be a budget work session prior to the next council meeting (May 1st). Should have health insurance quotes before then.

4. **Manager's Report / Comments - LeFevere**

a. CMAQ application has been filed for marina project. Waiting to hear if we will be getting the handicap accessible kayak launch ramps this year.

b. Engineer Vilmont has completed survey works for three special assessment districts,

c. Beach to Bayou Trail is awaiting revised construction plans to correct issues. May have some bid figures by the May 1st meeting.

11. **Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**

No comments were heard..

12. **Council Comments**

Mooradian: Attended meeting in Saugatuck on the bike trail. The council is still looking at it. Not happy with the editorial in the Local Observer.

Seabert: Also attended the meeting in Saugatuck and observed the people who spoke did not have all the facts.

Glad to see some of the potholes being fixed.

Looking for volunteers to take care of the flower beds this year. Already have some lined up.

Craft Beer Festival will be a good event.

Asked about the requests to make South Street one-way.

Greenwood: Local Boy Scouts took the CPR classes last week.

Commented the flower beds look better already this year. The bed in front of the Police station needs some work.

Will be absent from the May 1st meeting.

Lion: Easter parade and egg hunt was well done. Thankful for all the donations.

Harvath: Bump out flower beds are starting to look nice.

Would like more discussion on purchasing a defibrillator for City Hall.

Seems like there are more potholes and they are worse than ever.

13. **Mayor's Report / Comments**

Thanks to all who covered for me while on vacation.

14. **Closed Session**

Motion by Harvath with support from Greenwood to go into closed session in accordance with the provisions of Section 8 of the Open Meetings Act for the purpose of discussing personnel issues.

Motion carried unanimously by roll call vote at 8:26 p.m.

Motion by Greenwood with support from Harvath to adjourn the closed session and return to the regular meeting at 8:47 p.m.

Motion carried.

15. Adjournment – Meeting adjourned at 8:47 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 17, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, May 15, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for May 15, 2017
 - B. Approval of Regular Council Meeting Minutes of May 1, 2017
 - C. Approval of Work Session Meeting Minutes of May 1, 2017Motion by Mooradian with support from Seabert to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**

Motion by Mooradian with support from Seabert to approve invoices dated May 15, 2017 in the revised amount of \$44,314.21
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**

None.
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
 - 1.) Bob Genetski, Allegan County Clerk, commented on services provided by the Office of the Clerk and some helpful hints to access them. The State of Michigan has committed to providing HAVA funds for new election equipment in 2018. Municipalities will receive voting equipment free of charge.
 - 2.) Dean Kapenga, Allegan County Commissioner, reported on the County study of Police services.
 - 3.) Mindy from the Kirby House had advertising posters for Restaurant Week, June 19-23. Many restaurants participating offering one, two or three course meals.
 - B. Written Communications
 - 1.) Public Notice of Annual Hydrant Flushing, May 15-22, 2017
 - 2.) Public Notice of Nominating Petitions for Council seats on November 7, 2017 ballot
Written communication noted as received and filed.
8. **Unfinished Business**
 - A. Second and Final Reading – Ordinance No. 02-2017
Motion by Greenwood with support from Harvath to adopt Ordinance No. 02-2017 enacting and adopting a supplement to the Code of Ordinances for the City of the Village of Douglas.
Motion carried unanimously by roll call vote.

9. New Business

- A. Motion by Harvath with support from Seabert to approve letter of support for designation of Lake Michigan Water Trail.
Motion carried.

- B.. Motion by Greenwood with support from Harvath to adopt Resolution No. 18-2017 to approve entering into grant agreements with the State of Michigan to obtain new voting equipment.
Motion carried unanimously by roll call vote.

10. Reports

A. **Commission / Committee / Board Reports**

- 1. Planning Commission - Imus
No meeting.

- 2. Kalamazoo Lake Sewer and Water Authority-LeFevere
A 2007 lawsuit is coming back to light in KLSWA vs. Darby properties. There has been a level of development on the site recently. (Blue Star Highway and 63rd Street at exit 41).

- 3. Kalamazoo Lake Harbor Authority – Greenwood
Meeting Tuesday, May 16th, 7:00 p.m. in Saugatuck. Consultant Bill Boike will be discussing strategies for the May 26th meeting.

- 4. Downtown Development Authority – Lion, Wiley
Approved 2017/2018 budget and approved contract for the Craft Beer Festival. Money is in budget for the purchase of speakers. Looking at new downtown banners.
Tabitha will be doing more press releases.
Art on Center was very successful.

- 5. Police Commission – Harvath, Anderson
No meeting.

- 6. Fire District Board – Mooradian
Department worked to install smoke and carbon detectors free of charge.
Continuing to work with Saugatuck Township on requests to make changes to the Fire Code.
Will donate a pump that is not needed to Holland Fire Department
Calls are down about 5% from last year.

- 7. Community Recreation – Seabert
No meeting.

B. **Staff Reports**

- 1. **Community Development / Planning / Zoning - Imus**
New *Pure Michigan* ad features Douglas.
Northern Lights has had two more buildings approved for construction. The Dunes is doing a great job managing.
Friends of the Barrel has 22 more staves available for sale. Will contact Friends group to give update.

2. **Finance / Budget – Drexler**
 - a. Revenue & Expense Report for month ended April 30, 2017
Local and Major Streets and General Fund will finish the year under budget.
2017/2018 budget hearing will be June 5th.

3. **Manager's Report / Comments - LeFevere**

Buoys are in place. Progress being made on spoils pile.
Bids are going out for work on the Beach to Bayou Trail with an opening date of June 7th.
Still guessing at costs of cleanup at the former Chase Manufacturing site. The developer continues to track and show interest.
Job posting for Police Chief has been placed on MML and Michigan Police Chiefs site. The first review of resumes will begin June 12th. Interview committee includes City of Allegan Police Chief, Fire Chief Janik, Saugatuck City Manager Harrier, Allegan County Undersheriff, and Manager LeFevere.
The contract with Chef Container is due to expire so discussion will start on renewing or sending out RFP's. Council members agreed they would like to offer a spring or fall

4. **Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**

None

12. Council Comments

- Mooradian: Thai Restaurant is excellent. Questions on how the spoils pile will be finished off. (Seeded).
- Seabert: Thanks to DDA for including Center Street speakers in budget. Will be doing flowers with volunteers next week.
- Harvath: Would like to see barrel completed soon. When Center Street was redone the conduit for speakers was put in place. The Thai Restaurant is very good.
- Lion: CVB has new director and will be setting up program to work with high schools and colleges for local employment opportunities
Visitors Guide is out; pick up at CVB.
- Greenwood: Interested to hear from Friends of the Barrel. Would like update on roads and planned repairs.

13. Mayor's Report / Comments

No comments.

14. Adjournment – Meeting adjourned at 8:50 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 May 15,, 2017. 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, June 5, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for June 5, 2017
 - B. Approval of Regular Council Meeting Minutes of May 15, 2017
 - C. Approval of Special Work Session Meeting Minutes of May 25, 2017
 - D. Approval of Closed Session Meeting Minutes of May 25, 2017Motion by Greenwood with support from Anderson to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**

Motion by Greenwood with support from Harvath to approve invoices dated June 5, 2017 in the amount of \$88,987.38.
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**
 - A. Motion by Greenwood with support from Anderson to accept the resignation of Wendy Colsen from the Downtown Development Authority.
Motion carried.
 - B. Motion by Mooradian with support from Seabert to appoint Robert Kenny to serve on the City of Douglas Planning Commission for a term ending April 30, 2019.
Motion carried
 - C. Motion by Harvath with support from Seabert to reappoint David Burdick to another term on the City of Douglas Zoning Board of Appeals with a term ending June 30, 2020.
Motion carried.
 - D. Motion by Harvath with support from Mooradian to reappoint William Schumacher to another term on the City of Douglas Zoning Board of Appeals with a term ending June 30, 2020.
Motion carried.
 - E. Motion by Greenwood with support from Harvath to reappoint Tarue Pullen to another term on the City of Douglas Zoning Board of Appeals with a term ending June 30, 2020.
Motion carried.
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
None

- B. Written Communications
1. Communication from Comcast dated May 15, 2017
 2. Resolution from Allegan County Board of Commissioners declaring June 2017 Elder Abuse Awareness Month
Harvath read the resolution.
 3. Interurban Transit Authority Board meeting minutes of April 18, 2017
 4. Communication from Saugatuck Township Fire District RE: Adoption of the International Fire Code 2015 Edition
Mooradian explained the need to adopt the 2015 edition of the International Fire Code. A resolution to adopt will be prepared for the next meeting.
 5. Letter and petition to consider changing current ordinance to allow residents to keep backyard chickens or similar fowl
Motion by Lion with support from Harvath to send letter and petition to the Planning Commission for further review/evaluation.
Motion carried by voice vote.

Written communication noted as received and filed.

8. Unfinished Business

None

9. New Business

- A. Public Hearing – 2017/2018 Budget
Motion by Harvath with support from Seabert to open the public hearing on the 2017/2018 General Appropriations Act Budget for the City of the Village of Douglas.
Motion carried unanimously by roll call vote.

Treasurer Drexler reviewed points of the proposed 2017/2018 budget noting that the City millage rate will again remain at 13.0818. No change since 2004 when we became a city.

S.A.W. grant is included at 90% reimbursement and \$160,000 for Wade's Bayou improvements.

The General Fund bottom line is in good shape even with some major projects coming up.

No comments were heard.

Motion by Greenwood with support from Anderson to close the public hearing at 7:41 p.m.

Motion carried.

- B. Motion by Greenwood with support from Seabert to adopt Resolution No. 19-2017 authorizing the final settlement and approve the necessary actions to finalize the settlement between the City of Douglas and Kalamazoo Ferry Company, Case No. 13-52632-CZ.
Still some minor issues to be cleared but this is finally off the court docket. Kalamazoo Ferry will be required to maintain the property.
Motion carried unanimously by roll call vote.

- C. Motion by Mooradian with support from Anderson to adopt Resolution No. 20-2017 providing for the oversizing of the Golf View Drive water main. Motion carried unanimously by roll call vote.
- D. Motion by Greenwood with support from Harvath to adopt Resolution No. 21-2017 providing for the oversizing of the McVea Drive water main. Motion carried unanimously by roll call vote.

10. Reports

A. **Commission / Committee / Board Reports**

- 1. Planning Commission - Imus
Next meeting is Wednesday, June 14th. Will review site plan for the new Dental office on Wiley with a plan to move the existing building. With tonight's request for backyard chickens the Planning Commission will be evaluating that as well. June 20th there will be a live-stream presentation with the Director of LARA on marijuana regulations.
- 2. Kalamazoo Lake Sewer and Water Authority-LeFevere
No meeting.
- 3. Kalamazoo Lake Harbor Authority – Greenwood
Harbor meeting on May 26th was well attended by the EPA, DEQ, Fred Upton's Office, Representative Mary Whiteford and Senator Tonya Schuitmaker but the EPA made it quite clear that there will be no help coming from the state. The need to dredge is real so will be looking for help in cleanup from other ways. The EPA has not done any evaluations of what cleanup would look like. It may be best to let the spoils lie.
- 4. Downtown Development Authority – Lion, Wiley
Next meeting is June 13th.
- 5. Police Commission – Harvath, Anderson
No meeting.
- 6. Fire District Board – Mooradian
No meeting.
- 7. Community Recreation – Seabert
Meeting is scheduled for Wednesday at the Administration building.

B. **Staff Reports**

- 1. **Community Development / Planning / Zoning** - Imus
Attended a meeting with the DNR at Point Pleasant Marina. Greg Weykamp is creating a slide presentation for a meeting with the Trust Fund on June 14th. Feral cats continue to be an issue at Douglas Estates.
- 2. **Finance / Budget** – Drexler
Highlights from the MERS Actuarial report.
- 3. **Manager's Report / Comments** - LeFevere
Legislature has not come very far on the marijuana issue. There is some legislation in the House that would take away the ability to regulate seasonal rentals.

4. **Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**

No comments were heard.

12. **Council Comments**

Harvath: Thanks to Manager LeFevere for following through with Tower Marine case.
Flower beds look amazing.
Council will need to do some out-of-the-box thinking on some issues.

Seabert: Would like to have another meeting with Friends of Barrel
Heard some complaints about signs that appeared over Memorial Day.

Mooradian: Happy with the Tower Marine settlement.
Not exactly clear with what "enforcement" means relating to feral cats.
Heard some complaints on tree cutting.

Greenwood: Very happy that the situation with Tower Marine has come to settlement.

13. **Mayor's Report / Comments**

Nothing further.

14. **Adjournment** – Meeting adjourned at 8:50 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 5, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, June 19, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for June 19, 2017
 - B. Approval of Regular Council Meeting Minutes of June 5, 2017Motion by Harvath with support from Greenwood to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**

Motion by Harvath with support from Anderson to approve invoices dated June 19, 2017 in the revised amount of \$62,333.38.
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**

None
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
 - B. Written Communications
 1. Communication from Allegan County Parks, Recreation & Tourism – RE: Allegan County Heritage Trail
 2. Letters(2) from Siegfried Crandall P.C. confirming auditing services and outlining responsibilities to be provided
 3. Kalamazoo Lake Sewer and Water Authority 2016 Water Quality ReportWritten communication noted as received and filed.
8. **Unfinished Business**
 - A. Motion by Harvath with support from Greenwood to adopt Resolution No. 22-2017 adopting General Appropriation Act for the Fiscal Year July 1, 2017-June 30, 2018.
Motion carried unanimously by roll call vote.
9. **New Business**
 - A. Motion by Harvath with support from Seabert to adopt Resolution No. 23-2017 approving an Independent Contractor Agreement for Assessing Services between the City of the Village of Douglas and Kelley Ziesemer.
Motion carried unanimously by roll call vote.

- B. Motion by Greenwood with support from Harvath to adopt Resolution No. 24-2017 amending the budget of the 2016/2017 General Appropriations Act (Downtown Development Authority).
Motion carried unanimously by roll call vote.
- C. Motion by Harvath with support from Lion to adopt Resolution No. 25-2017 amending the budget of the 2016/2017 General Appropriations Act (General Fund-Variou).
Motion carried unanimously by roll call vote.
- D. First Reading-Ordinance No. 03-2017
An Ordinance to Amend the City of the Village of Douglas Code of Ordinances Chapter 90 Fire Prevention and Protection to adopt the International Fire Code, 2015 Edition.
Mayor Wiley read into record.
- E. Motion by Mooradian with support from Lion to adopt Resolution No. 26-2017 approving the bid proposal by Lite Load Services for Non-Motorized Pathway, Center Street.
Motion carried unanimously by roll call vote.
Work to be done in July. Make sure residents affected are notified.

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission - Imus
Site plan for the new Wiley Road dental office was reviewed and approved.
Medical marijuana dispensary discussion from law enforcement will be live streamed into City Hall on June 20th at 1:00 p.m. for any council members or planning commissioners wishing to attend.
July Planning Commission will include a discussion on marijuana with another point of view (growers, distributors)
Sign ordinance will be brought back around for more review during the next few months.
Preparing a draft ordinance on raising backyard chickens for the July meeting.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
Meeting was postponed until June 26th.
3. Kalamazoo Lake Harbor Authority – Greenwood
Meeting Tuesday, June 20th, Douglas City Hall, 7:00 p.m.
4. Downtown Development Authority – Lion, Wiley
Talked a about the Half Marathon and Craft Beer Festival.
Reached agreement with SDABA and the sign kiosk.
Kismet Bakery to open this week.
Art on Center was very successful.
5. Police Commission – Harvath, Anderson
No meeting.
6. Fire District Board – Mooradian
Nine brush fires along the highway were intentionally set last week. Extra Departments were called in to keep up.
The number of seasonal rentals continues to increase.
Two CPR saves in one week.
\$41,000 FEMA grant received for new hoses.

7. **Community Recreation – Seabert**
Many recreation programs offered for both adults and children.
Committee will meet four times per year. Still looking for a member-at-large.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
Twelve food vendors, 79 different beers, wines and ciders, artists and bands participated in the Craft Beer Festival. Leftover beers will be featured at the Douglas Socials.
Kismet Bakery opening on Thursday.
Looking at a three-sided kiosk to place in front of Post Office.
2. **Finance / Budget – Drexler**
Nothing further.
3. **Manager’s Report / Comments - LeFevere**
Reviewing 18 applicants for the Police Chief position. Planning interviews in July.
Did a presentation with Greg Weykamp on Point Pleasant Marina for the Trust Fund.
Felt it was well received.
4. **Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**
Residents of Douglas Mobile Estates spoke about issues with feral cats running in the park. Cats are being fed and housed in deplorable conditions. They are nocturnal hunters. The owner of the park has let the Feral Cat Society come in to tag, neuter, clip ears and return the cats. People drive in and drop off cats. Cat Haven is located at the back of the property and on lots between the Hinge Company and Uncommon Coffee Roasters.
Planning Director Imus has talked to the park owner on several occasions. On direction of council will proceed with zoning/ordinance and health/safety enforcement to eliminate the cats.

12. Council Comments

- Greenwood: Son is attending tonight’s meeting as a requirement for Boy Scouts.
- Harvath: Craft Beer Festival was very well done. Seems like more advertising may have helped bring out more people.
- Mooradian: Thanks to the residents of Douglas Estates for speaking of the cat problem. Heard some comments that the cost of the beer tasting was quite high.
- Lion: Offered compliments to Peter Gower for a well done event. Hope we can create more events like this.
- Seabert: Aware of water problems in the flower bump outs. There have been some problems with the drip lines but all are fixed now.
Position open on DDA board.

13. Mayor’s Report / Comments

Nominating petitions available for council seats in November General Election. Petitions due by July 25th.

14. Adjournment – Meeting adjourned at 8:45 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk



Approved by: _____
James I. Wiley, 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 19, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, July 3, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for July 3, 2017
 - B. Approval of Regular Council Meeting Minutes of June 19, 2017Motion by Harvath with support from Mooradian to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**
Motion by Harvath with support from Seabert to approve invoices dated July 3, 2017
in the revised amount of \$97,023.43
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**
None
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
 - B. Written Communications
 1. Interurban Transit Authority Board Minutes of May 16, 2017 meeting
 2. Interurban Transit Authority Renewal Millage Proposal (November 2017 ballot)
 3. Special Allegan County Board of Commissioners meetings scheduled regarding
Law Enforcement-Community Safety
 4. Communication dated June 20, 2017 from Tower Marine RE: Harbor Dredging
 5. Communication dated June 23, 2017 from Kirk Harrier indicating the Police
Services Study Report is complete and available
 6. Press Release RE: Road ConstructionWritten communication noted as received and filed.
8. **Unfinished Business**
 - A. Second and Final Reading – Ordinance No. 03-2017
Motion by Greenwood with support from Anderson to adopt Ordinance No. 03-2017
Amending the City of the Village of Douglas Code of Ordinances Chapter 90: Fire
Prevention and Protection. To Adopt the International Fire Code 2015 Edition.
Motion carried unanimously by roll call vote.
 - B. Review/Discussion of Saugatuck Township Resolution relating to their consideration of
joining Kalamazoo Lake Harbor Authority
Manager LeFevere has written a response to the Township resolution reminding them of
the process Saugatuck and Douglas went through individually to form the Harbor
Authority. Council agreed to release the letter to the Township.

9. New Business

- A. Motion by Greenwood with support from Seabert to authorize Mayor Wiley to sign the Transfer of Ownership Agreement between Allegan County and the City of the Village of Douglas for accepting ownership of allotted radios/pagers to be used by the Saugatuck-Douglas Police Department.
Motion carried unanimously by roll call vote.

10. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Imus
On July 12th the Planning Commission and City Council will meet to hear discussion with representatives from the medical marijuana industry.
Will have site plan review for the final two buildings of Northern Lights condos.
Working on draft of backyard chickens ordinance.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
Met on June 26th. Talked about hydrant flushing program; one leak was found in City.
Nearly all funds from S.A.W. grant have been spent.
Considering new metering system for sewer usage.
3. Kalamazoo Lake Harbor Authority – Greenwood
Discussed having consultant develop a model with information about each port.
Talking with Felicia Fairchild about each municipality contributing \$500 for grant received. Will be asking for more information about grant.
4. Downtown Development Authority – Lion, Wiley
The first Social at the Old Schoolhouse was very nice and well attended. Heard many positive comments.
Next meeting is July 11th.
5. Police Commission – Harvath, Anderson
Will meet July 12th.
6. Fire District Board – Mooradian
No meeting.
7. Community Recreation – Seabert
Will meet in August.

B. **Staff Reports**

1. **Community Development / Planning / Zoning - Imus**
Getting some estimates for paving the driveway and area around the barrel. Also Investigating having water installed.
Construction on the Beach to Bayou trail beginning July 10th.
2. **Finance / Budget – Drexler**
Summer tax statements being mailed this week, due September 14th.
3. **Manager's Report / Comments – LeFevere**
In the process of closing out settlement with Tower Marine. Agreement will be signed and sent to court.

11. **Public Communications** - Verbal (Limit of three (3) minutes on general business of the City)
- a. Mio Rizzo and Peggy Johnson, Wilson Dr., caretakers for the feral cats working with Feral Haven. Cats are feed, neutered, marked with nicked ear and returned or adopted. Started with about 50 cats. Now there are only about 24. Cat population has decreased within the past two years. Owner of the mobile home part is a sponsor for Feral Haven.
 - b. Don Veenhoven, Park Manager, stated problems in the past have had to do with feeding. Since working with Feral Haven the population has gone down. If anyone has a problem with damaged skirting he has and will personally repair.
 - c. Susan Smith and Michelle DeLash, Wishbone Pet Rescue, commented there is an epidemic all over the state with feral cats. Many homeowners have cats that can be inside or outside while feral cats are classified as wild animals. The folks at the park who are following the program are doing a wonderful job.
 - d. Heather Kennedy, Walnut Drive, has lived in park 10 years. Fifty cats were in the are when she first moved in. Now there is a population of about 20 cats. Cats will go and stay where they are fed.
 - e. Cheryl , cats do bring in rodents. Lots of kittens living under the trailers.
 - f. Mr. Fletcher, Johnson Village Estates, the mobile parks do seem to be a drop point. Have taken cats to Mac's Landing for neutering. A lot of the cats aren't feral but house cats that are not being taken care of.
 - g. Don Schirmer, Walnut Drive, the stench is sometimes unbearable. Can't walk barefoot in yard. Dead animals found under home, tearing up skirting and installation.
 - h. Steve, Walnut Drive, has lived in park for 11 years. Hardly ever saw a cat when first moved in. Now they are all over. Go back to not feeding them.
 - i. Max Brown, Walnut Drive, agrees with the thought to stop feeding them. Possum and skunks are attracted. Feral Haven is a mess and eyesore with tarps, wood, cages.
 - j. Nancy Sluis, 134th Ave., have heard a lot of information. Seems the caretakers have made a commitment and the population is decreasing.

12. **Council Comments**

- Seabert: Agrees that Feral Have could be improved. A lot of other wildlife can be seen walking around the park. Thanks to all who came to express an opinion.
Would like to see bids for downtown audio system. Wonderful social, loved the venue.
Good to see improvements around/at the barrel and trail construction moving forward.
- Mooradian: Loved the social.
Seems like the Feral Haven program is working.
- Lion: How do we stop people from dropping off cats? Seriously thinking over the issue.
More bike racks are needed downtown. Would like to see more benches also.
Pedestrians and bikers encouraged to use the path.

Anderson: Thank you all for coming in. The key could be feeding. Wondering what would happen if feeding stops. We have regulations and ordinances in place that apply to some of the issues.
Thanks for the Harbor information and explanation.

13. Mayor's Report / Comments

We do have ordinances on animals. Clearly we need to follow our own regulations. Will have some additional information/opinion coming from our attorney.

14. Adjournment – Meeting adjourned at 8:45 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 3, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, July 17, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for July 17, 2017
 - B. Approval of Regular Council Meeting Minutes of July 3, 2017Motion by Greenwood with support from Harvath to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**

Motion by Harvath with support from Greenwood to approve invoices dated July 17, 2017 in the revised amount of \$27,231.78.
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**
 - A. Motion by Greenwood with support from Anderson to appoint Michael Hurley, Charles Carlson and Bob Sapita to a three-year term on the Construction Board of Appeals (term ending July 2020)
Motion carried.
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
 1. Phyllis Yff, Interurban Transit Authority Director.
Interurban has had a busy year receiving grant funds that allowed the purchase of a new bus bringing the total to 6. Grant dollars allowed for building repairs and window upgrades.
A survey of residents provided very positive comments regarding service.
Will be asking for a millage renewal on the November ballot.
In discussion with Fennville about expanding service into downtown.
 2. State Representative Mary Whiteford, Update from Lansing.
Top priority on agenda is the Kalamazoo River.
Revenue sharing is up 2%
Introduced a bill to bring down costs of auto insurance.
Working on legislation for Mental Health and Broadband.
Continuing office hours in Allegan County once a month.
 - B. Written Communications
None received.

8. Unfinished Business

None

9. New Business

- A. Motion by Harvath with support from Lion to adopt Resolution No. 27-2017 establishing a moratorium on the drilling of water wells within the City limits of the City of the Village of Douglas.
Currently there is no specific language in the Code of Ordinances that prohibits well drilling. Tower Harbor Condos has requested permission to drill an irrigation well. Concerns over the contamination at the former Chase Manufacturing site were reviewed and sent to the Health Department by the Department of Environmental Quality. Motion carried unanimously by roll call vote.

10. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission - Imus
Heard Medical Marijuana speakers discuss legislation. The State will be issuing licenses relieving the City of that decision of choosing operators/growers. All regulations are not yet in place.
Additional and final two buildings were approved for Northern Lights.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
Approved final S.A.W. grant application. Looking at GIS metering system. Doing a sampling of water lines in community.
3. Kalamazoo Lake Harbor Authority – Greenwood
The July meeting was cancelled. Next meeting is August 15th. On July 11th the City Managers and Chairman Trester met to identify projects for Bill Boike.
4. Downtown Development Authority – Lion, Wiley
Discussed ideas for new/improved/updated entrance signs.
The race event went very well while the Craft Beer Festival may need to be reconsidered for next year.
Still looking for sponsors for Socials.
Checking out kiosk for Post Office.
5. Police Commission – Harvath, Anderson
Discussed finding of the Saugatuck City Council Police Study and where does it go from here. Saugatuck has appointed a study sub-committee who will do a survey of citizens. Manager Harrier stated the study was based on only what the council asked for. Members know that more clarifying information is needed and will continue fact finding and discussions.
6. Fire District Board – Mooradian
Finding staffing issues are challenging on overlapping calls.
Talked about collecting recovery costs.
Video dash cams are quite pricey at \$17,000 each but may outfit some of the trucks.
7. Community Recreation – Seabert
No meeting.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
Kismet Bakery is open and are now requesting payment of incentive program.
Working with three businesses interested in opening in Douglas.
A couple of tables were destroyed at Beery Field over the weekend.
2. **Finance / Budget – Drexler**
Revenue and Expense Report will be presented at next meeting.
3. **Manager’s Report / Comments – LeFevere**
Permit received from the DEQ for public Bayou Marina.
Paving is being completed on Water Street and Wiley Road this week.

11. **Public Communications - Verbal** (Limit of three (3) minutes on general business of the City)
No comments were heard.

12. Council Comments

Harvath: After complaint about a vicious dog the County Animal Control was called but were not available to respond. They have lost a bit of funding and cannot be as responsive as they once were. Police Department was on other calls so weren't able to quickly respond. Seems we have a bit of a problem with calls regarding animals.

Mooradian: Talked to a resident about Special Assessment Districts and the steps involved with approving an assessment.
Would like to see more dollars for flowers in bumpouts.

Anderson: Public Marina will be an exciting project.

Greenwood: Downtown looks great....better than it has in a long time.

Seabert: Nice Thursday Social. Bumpouts are beautiful.

13. Mayor’s Report / Comments

No comments but agrees with all that was said above.

14. Closed Session

Motion by Greenwood with support from Harvath to go into closed session in accordance with the provisions of Section 8 of the Open Meeting Act for the purpose of discussing a legal opinion from the City Attorney

Motion carried unanimously by roll call vote at 8:22 p.m.

Motion by Greenwood with support from Harvath to end the closed session and return to the regular meeting at 8:50 p.m.

Motion carried.

15 Adjournment – Meeting adjourned at 8:50 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 17, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, August 21, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: Manager LeFevere, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for August 21, 2017
 - B. Approval of Regular Council Meeting Minutes of August 7, 2017

Motion by Harvath with support from Seabert to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Harvath with support from Greenwood to approve invoices dated August 21, 2017 in the revised amount of \$132,397.08.
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**

None

7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
 1. Nathan Nietering, Executive Director, Saugatuck-Douglas History Center, gave update on events planned at the Old Schoolhouse. A 150th Anniversary Celebration is planned for September 23rd and 24th.
Members thought the June Social went extremely well and maybe interested in hosting again during 2018.
Root Camp and Tuesday Talks are both well attended.
Working with Friends of the Barrel to design signage to give history of the barrel.
 - B. Written Communications
 1. Interurban Transit Authority Board Meeting Minutes of July 17, 2017
 2. Manager's Correspondence with Mrs. Anagnostopoulos RE: Stop sign on May Street
 3. City of Saugatuck Police Services Survey
 4. 2016 Allegan County Sheriff's Office Annual Report
 5. Invitation from Councilmember of the City of Holland to attend the Michigan Municipal League Convention held on September 13-15 in the City of HollandWritten communications noted as received and filed..

8. **Unfinished Business**

None

9. **New Business**
 - A. Motion by Harvath with support from Seabert to reschedule the September 4th City Council meeting to Tuesday, September 5th due to the Labor Day Holiday.
Motion carried.

- B. Review of House Bill 4503 and Senate Bill 329 RE: Short-Term Rental properties
While the Michigan Municipal League opposes both bills that would take away the cities right to regulate seasonal rental properties the Realtors lobby is continuing to push for passage. Manager LeFevere will continue to track progress and report back.
- C. Review of Recycling Report (provided by Chef Container)
Bids for service will go out in September and reviewed mid-October.

10. Reports

A. **Commission / Committee / Board Reports**

- 1. Planning Commission - Imus
Draft ordinance for backyard chickens is being reviewed by the Planning Commission and will come to council in September.
Continuing work on marihuana, sign ordinance and form-based code.
- 2. Kalamazoo Lake Sewer and Water Authority-LeFevere
Today's meeting was rescheduled until next Monday, August 28th.
- 3. Kalamazoo Lake Harbor Authority – Greenwood
Talked about possible spoils site locations.
Pat Burroughs has been studying data on siltation gathered by other organizations and investigating the role the Allegan Dam plays in holding back silt.
- 4. Downtown Development Authority – Lion, Wiley
Looking for two members to fill vacancy seats.
The last Social of the year is Thursday.
Kiosk sign for Police Station is underway and looking for approval for Center Street speakers by September.
- 5. Police Commission – Harvath, Anderson
Next meeting will be in October.
- 6. Fire District Board – Mooradian
116 emergency/fire calls in July.
Discussed concerns about bikers crossing on the Blue Star Trail in front of Fire Department
Chief Janik has concerns with 3 sections in the Township changes to the Fire Code. Fire Board will try one more time and meet with the Township.
- 7. Community Recreation – Seabert
Discussed summer activities. Little League and soccer camps were well attended.
Reviewed events for fall. Labor Day Bridgewalk will have a theme of "Bring your Flag". Will be selling t-shirts at Bridgewalk. Talking about a disc golf tournament at Felt Mansion. There will be a millage renewal request on the November ballot. Meetings will be scheduled every quarter.

B. **Staff Reports**

- 1. **Community Development / Planning / Zoning - Imus**
August 22nd Zoning Board of Appeals meeting is cancelled.
School District is asking for a temporary trailer placed at the old bus garage site.
Talking with West Shore regarding the water main in Mc Vea and Golf View Drive.

Work on Center Street Beach to Bayou Trail is mostly complete. Contractor may incur additional charges for not finishing within the specified time.

Barrel is coming to completion.

Update on feral cats: extension on capture date was given to accommodate trapping the last 7 animals.

2. **Finance / Budget – Drexler**

a. Revenue & Expense Report for the month ended July 31, 2017

July was a busy month for tax collection. Summer taxes are due on September 14th.

3. **Manager's Report / Comments – LeFevre**

Still completing final documents in the lawsuit with Tower Marine.

Contractors lack of signage/confusing signage created many concerns for resident access to homes along Beach to Bayou Trail.

Photographed cars and vehicles with trailers parked on the new pathway over the weekend. Will be updating our ordinance regarding illegal parking and towing.

Signage for "Children at Play" and "Neighborhood Watch" has been installed in Felkers and along Amity Drive.

Disappointing that we will not be receiving CMAQ grant funds due to no support from neighbors, delays and diminishing state funding.

11. **Public Communications - Verbal** (Limit of three (3) minutes on general business of the City)

Art Lanciers, Harbor Court asked about any updated information on the effects well drilling has on the aquifer. Condo Association had asked for permit to drill well for sprinkling earlier in summer.

12. **Council Comments**

Anderson: Thanks for the update on feral cats.

Would like to see draft ordinances before Planning Commission public hearings, if possible.

Harvath: Is there any update on the Chase Manufacturing building? Manager LeFevre

responded the developer is still talking with Haworth in negotiating price.

Contamination is not totally cleaned up.

Lion: Questioned if City knew how much money was involved in saving the barrel.

Treasurer Drexler responded the cement work was in the budget. What we didn't anticipate were costs incurred reconstructing and water installed. Funds received are mostly used up now.

Have noticed some dead or dying trees at beach. Could DPW take care of?

Mooradian: The City needs to strongly oppose the bills to eliminate control on seasonal rentals.

13. **Mayor's Report / Comments**

No comments.

14. **Closed Session**

Motion by Greenwood with support from Seabert to go into closed session in accordance with the provisions of Section 8 of the Open Meetings Act for the purpose of discussing the purchase/lease or sale of real property at 8:34 p.m.

Motion carried unanimously by roll call vote.

Motion by Greenwood with support from Harvath to come out of closed session at 8:55 p.m.

15 Adjournment – Meeting adjourned at 8:55 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 21, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Tuesday, September 5, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: City Planner Imus, Treasurer Drexler, City Clerk Neve.

3. **Pledge of Allegiance** – Mayor Wiley

4. **Consent Calendar**

- A. Approval of Agenda for September 5, 2017
- B. Approval of Regular Council Meeting Minutes of August 21, 2017

Motion by Greenwood with support from Seabert to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Harvath with support from Mooradian to approve invoices dated September 5, 2017
in the revised amount of \$102,453.73
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**

- A. Motion by Greenwood with support from Harvath to appoint Brandy Erlandson to serve as
the Douglas Representative on the Saugatuck Douglas District Library Board with term
ending September 2021.
Motion carried.
- B. Motion by Harvath with support from Anderson to appoint Jerry Donovan to serve on the
Douglas Downtown Development Authority Board with term ending January 2021.
Motion carried.

7. **Public Communications**

- A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
- B. Written Communications
 1. Kalamazoo Lake Sewer and Water Authority Financial Statements for year
ended February 28, 2017 (Available for viewing in the office of the City Clerk)
 2. Communication for Prein & Newhof RE: Blue Star Highway CMAQ Grant

Written communications noted as received and filed..

8. **Unfinished Business**

None

9. **New Business**

- A. Update on unsightly conditions at the Haworth Facility on Blue Star Highway
After contacting the Real Estate Project Manager at Haworth regarding overgrown
weeds and unsightly conditions at the Haworth Blue Star property it seems the situation
will not be taken care until September 6th.

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission - Imus
The request for a lot split at 3067 Lakeshore is still pending. ZBA will hold a Special Meeting on Thursday, September 7th to discuss the request by Saugatuck Public Schools to place a temporary trailer on the site of the old bus garage for use by the drivers. This meeting may be cancelled if Superintendent Timmerman finds other options.
2. Kalamazoo Lake Sewer and Water Authority-Hoexter
Heard the audit presentation during the August 28th meeting.
In process of hiring a part-time Finance Director and looking for an Administrative Assistant.
Will be painting hydrants and vacuuming lines.
3. Kalamazoo Lake Harbor Authority – Greenwood
Next meeting is September 19th in Saugatuck.
Will give update on the Michigan Port Collaborative grant at next meeting.
4. Downtown Development Authority – Lion, Wiley
Next meeting is September 12th.
5. Police Commission – Harvath, Anderson
Next meeting will be in October.
6. Fire District Board – Mooradian
No meeting.
7. Community Recreation – Seabert
Well attended Bridgewalk on Labor Day.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
Getting two proposals for speakers on Center Street. City and the DDA have both budgeted a total of \$25,000. The conduit is in place but it is 12 years old. Technicians from Farrell Audio will investigate to create a plan for the wiring.
Motion by Mooradian with support from Greenwood to approve spending \$1,200 to investigate location/condition of what is in place and create a plan. Motion carried unanimously by roll call vote.

Feral cats update: volunteers have caught several more and hope to get another three. All are being moved to other sites outside the city limits.
2. **Finance / Budget – Drexler**
Summer tax payments are due September 14th.
3. **Manager's Report / Comments – LeFevere**
No report.

11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)

- A. Discussion with Erin Wilkinson on plans for Halloween events. Staff will meet to go over details for liquor license, route for terrainables, and street closures.

- B. Jack Hartman, Water Street, made comments on the speed of vehicles past his house. Presented letter that included an informal study that showed 60% of vehicles do obey the speed limit. Neighbors would like to see speed bump.

12. Council Comments

- Mooradian: Asked who will look into the Water Street speeding. (Chief Steve Kent will follow up).
- Greenwood: Offered a big thank you to Martha Hoexter for taking care of the flower beds in front of City Hall. They looked wonderful this year.
- Harvath: Reminds council to be diligent when spending city dollars.
- Anderson: Hope to see the Backyard Chicken Ordinance before it goes to Planning Commission.
- Lion: The Beach to Bayou Trail looks wonderful. People love it and are using it..

13. Mayor's Report / Comments

No comments.

14 Adjournment – Meeting adjourned at 8:12 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 5, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, September 18, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: Anderson
Also present: City Planner Imus, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for September 18, 2017
 - B. Approval of Regular Council Meeting Minutes of September 5, 2017

Motion by Mooradian with support from Seabert to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**

Motion by Greenwood with support from Seabert to approve invoices dated September 18, 2017 in the revised amount of \$64,606.16.
Motion carried unanimously by roll call vote.
6. **Appointments/Resignations/Proclamations**

None
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
 1. Jack Hartman, Water Street, made comments about speeding on Water Street and suggested rumble strips and “Hidden Drive” signs..
 - B. Written Communications
 1. Communication from Chief Kent RE: Water Street speed concerns
 2. Memo from Brian Vilmont, Prein Newhof, RE: CMAQ Grant Award

Written communications noted as received and filed..
8. **Unfinished Business**
 - A. Douglas Public Marina Phase 1 Concept Plan, Cost Estimate
Council was able to see a concept sketch of the proposed Wade’s Bayou Marina.
\$160,000 is in the budget for construction. Manager LeFevere would like to arrange a visit to Benton Harbor to view a similar pier constructed at the Inn at Harbor Shores.
Project is ready to bid over the winter with construction next spring.
9. **New Business**
 - A. Motion by Greenwood with support from Harvath to allow the Knight of Columbus members to make collections at various location in Douglas for their Annual Tootsie Roll Drive.
Motion carried.

- B. Motion by Harvath with support from Seabert to adopt Resolution No. 30-2017 Opting Out of the Publicly Funded Health Insurance Contribution Act of 2011.
Motion carried unanimously by roll call vote.

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission – Imus
Reviewing the back yard chicken ordinance one more time before sending it forward to council. A few more restrictions were added.
Planning Commission members are not ready to move forward with a marijuana ordinance yet. Members want no liability in choosing who is permitted to operate a facility. All want to wait until the state can offer more guidelines.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
The Board approved the design proposal from Fleis & VandenBrink for metering sewer system. Each municipality will fund their own system with our portion being about \$7,000 to design and up to \$50,000 for installation paid from our connection fund account.
Will be talking about draining and cleaning the elevated storage tank.
Still in process of revising Articles of Incorporation.
Questions were asked on low water pressure, spaghetti lines and the proposed special assessment districts.
3. Kalamazoo Lake Harbor Authority – Greenwood
Tuesday meeting is cancelled.
Information received from Felicia Fairchild on the Michigan Harbor Economics Study. Motion by Greenwood with support from Mooradian to contribute \$500 to grant funding for Harbor Economics Study. Motion carried with the following vote.
AYES: Greenwood, Lion, Mooradian, Wiley
NO: Harvath, Seabert
4. Downtown Development Authority – Lion, Wiley
Accounting from the Craft Beer Festival showed a profit of \$346 and the Socials cleared \$2,400.
Will begin strategic planning next month.
Conduit for speakers on Center Street were inspected and wiring installed.
Steve Teich has been appointed Chairman with John Burmeister as Vice Chair.
Talked about better communication between DDA and merchants.
5. Police Commission – Harvath, Anderson
Next meeting will be in October.
6. Fire District Board – Mooradian
Annual Open House is scheduled for October 1st.
CPR training class is September 22nd from 5:00-8:00 p.m.
Chief Janik wrote an extensive report on changes and cost recovery procedures the Township made to the International Fire Code. Still trying to show effects the changes will have on citizens.
911 system testing will be happening all over the county updating all to the same system by December 2017.
Todd Christiansen introduced tourniquet-on-person procedure.
Township still looking at early trail warning system at driveways to fire station.

7. Community Recreation – Seabert
No meeting..

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
Zoning Board of Appeals next Tuesday will hear variance request at 3076 Lakeshore.
2. **Finance / Budget – Drexler**
 - a. Revenue & Expense Report for month ended August 31, 2017
12% expended at two months into the fiscal year. Most of the spending has occurred for the Beach to Bayou Trail within the major streets fund.
3. **Manager’s Report / Comments – LeFevere**
Saugatuck Manager Harrier sent a communication inviting council to a meeting with Representative Mary Whiteford to discuss issues important to the area on September 21st at 3:30 p.m.
The proposed bill on seasonal rentals will be coming before the House of Representatives.
Finishing up on final paperwork with the Tower Marine lawsuit.

11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)

- A. Kim Neuens, Neuens Design and Interiors, spoke on concerns with the Center Street speakers. Will draft a letter with a number of various concerns. Feels there is a breakdown between the DDA and merchants.
- B. Planner Imus indicated she has spoken with Todd Martinson regarding extending sidewalks along Ferry Street to Campbell.

12. Council Comments

Lion: Beach to Bayou Trail is happily being used. Questions when the final inspection/punch list will be done.

Seabert: Would like to see some priorities set for replacing/extending/installing sidewalks.

13. Mayor’s Report / Comments

No comments.

14 Adjournment – Meeting adjourned at 8:16 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 18, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, November 6, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: City Planner Imus, Treasurer Drexler, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Consent Calendar**
 - A. Approval of Agenda for November 6, 2017
 - B. Approval of Regular Council Meeting Minutes of October 16, 2017
 - C. Approval of Special Session Meeting Minutes of October 23, 2017

Motion by Harvath with support from Mooradian to amend the consent calendar to include Resolution 37, 38 and 39-2017 to file the report, tentatively determine the necessity thereof, set forth the nature thereof, designate the district limits, apportion the costs between lands specially benefitted and the City-At-Large and direct the Assessor to prepare a special assessment role for Whittier-First Streets, Mc Vea Street, and Fremont-Ellis Water Main Special Assessment District as Items #8D, 8E and 8F. And further add Resolution 40-2017 authorizing changes to Chemical Bank authorized signers to accounts of the City of the Village of Douglas as Item #9A.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Harvath with support from Seabert to approve invoices dated November 6, 2017 in the amount of \$261,096.64
Motion carried by roll call vote with Greenwood casting a “No” vote.
6. **Appointments/Resignations/Proclamations**
 - A. Motion by Mooradian with support from Anderson to accept the resignation of Todd Christensen as the City of Douglas representative on the Saugatuck Township District Fire Board.
Motion carried.
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
 - B. Written Communications
 1. Communication from Victor Bella, Friends of the Root Beer Barrel RE: Barrel Maintenance
 2. Michigan State Police News Release RE: Roadside Drug Testing
 3. Letter from resident Helen DeGeatano RE: Trash and Refuse Contract
 4. Invitation to participate in Michigan Public Service Commission electronic survey
 5. Letter from Jack Hartman, Water Street RE: Rumble strips and Police Surveillance.
Police continue to do enforcement. Will look into cost of renting an electronic radar speed signs.
Written Communications noted as received and filed.

8. Unfinished Business

- A. Motion by Greenwood with support from Harvath to approve the 2018 City of Douglas Meeting Schedule as presented.
Motion carried.

- B. Discussion RE: Refuse and recycling options
Chef Container was the only bidder on refuse contract. Manager LeFevere and Mayor Pro Tem Harvath have met and discussed options offered from Chef. Looking at trying to bundle services like yard waste/grass clippings pickup. Chef now has the ability to take non-recyclable waste to an energy center where 98% gets turned into ash. Extra cost of \$4. per month seems pretty high. Need to consider what the residents want and create some education on a "green community". The resolution that is on the agenda tonight is just to accept the bid for a 5-year contract with Chef.

- C. Motion by Greenwood with support from Anderson to approve Resolution No. 36-2017 accepting the bid for refuse services in the City of Douglas with Chef Container, LLC
Motion carried unanimously by roll call vote.

- D. Motion by Greenwood with support from Anderson to approve Resolution No. 37-2017 to file the report, tentatively determine the necessity thereof, set forth the nature thereof, designate the district limits, apportion the costs between lands specially benefitted and the City-at-large and direct the Assessor to prepare a special assessment role for the Whittier-First Street water main special assessment district
Manager LeFevere outlined the next steps in the process to establish a special assessment district. The resolutions tonight are asking our engineer for more information on costs and our assessor for proposed district boundaries. A series of meetings will follow to present to the public and hear comments.
Motion carried unanimously by roll call vote.

- E. Motion by Harvath with support from Seabert to approve Resolution No. 38-2017 to file the report, tentatively determine the necessity thereof, set forth the nature thereof, designate the district limits, apportion the costs between lands specially benefitted and the City-at-large and direct the Assessor to prepare a special assessment role for the Mc Vea water main special assessment district.
Motion carried unanimously by roll call vote.

- F. Motion by Anderson with support from Seabert to approve Resolution No. 39-2017 to file the report, tentatively determine the necessity thereof, set forth the nature thereof, designate the district limits, apportion the costs between lands specially benefitted and the City-at-large and direct the Assessor to prepare a special assessment role for the Fremont-Ellis water main special assessment district.
Motion carried unanimously by roll call vote.

9. New Business

- A. Motion by Greenwood with support from Seabert to approve Resolution No. 40-2017 authorizing changes to Chemical Bank authorized signers to accounts of the City of the Village of Douglas.
Manager LeFevere will be added as a signer.
Motion carried unanimously by roll call vote.

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission – Imus
Meeting on the 8th. Will again review Chicken Ordinance. Medical marijuana is in review also. Planning will communicate their recommendations to council and then schedule a combined meeting in January.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
No meeting.
3. Kalamazoo Lake Harbor Authority – Greenwood
Last meeting members listened to presentations realizing we have been overestimating the scope of the sediment problem as well as costs to clean up. There really have been no studies of the Lake Kalamazoo area as everything has been upstream.
4. Downtown Development Authority – Lion, Wiley
Strategic Planning Work Session on November 14th from noon to 7:00..
5. Police Commission – Harvath, Anderson
Next meeting in January.
6. Fire District Board – Mooradian
No meeting.
7. Community Recreation – Seabert
No meeting.
Council would be interested to know exactly what the Park & Recreation monies go toward.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
Holiday Preview will be held November 18th. Businesses will have open house activities with snacks and hot chocolate, carolers, and horse drawn carriage rides.
Received three bids for holiday lighting on the tower and 8 trees. The estimate from Shine to do the tower and trees, guarantees the lights for three years, installation and take down. 2nd and 3rd year price will just be labor costs. 50% deposit due at time of agreement acceptance (\$2094.20). Cut trees in bump outs and entry signs will be done in-house.
Tree trim requests were received and approved for 843 Center and Union at Blue Star. DEQ will be looking at a request for a new seawall at 89 Water St.
The lot that was split at Center and Ferry Street has asked for an extension of their building permit. We will grant a six-month extension and ask for an escrow account.
2. **Finance / Budget – Drexler**
Treasurer Bob Drexler announced this would be his last meeting . Grateful for the opportunity to serve this community for over 9 years.
3. **Manager’s Report / Comments – LeFevere**
The City property purchase on 66th Street will be subject to a Phase II environmental study as the parcel was once used as an orchard. Closing will take place later in November.
Thanks to Bob for all his years of service. Best of luck in your new position.

- 11. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)**
Floyd Fleming, Wall Street, relayed to council his investment in his Center Street flower bed and concern for his personal safety and interaction with the Department of Public Works.

12. Council Comments

Greenwood: Support our schools, vote tomorrow. Gardens looked beautiful this year. Thanks to all volunteers.

Mooradian: Thanks to Bob for all work and dedication.
Would like some further investigation and look into incidents described by Mr. Fleming.
Suggests surveying the citizens on what they want to see from Chef Container.
Holiday lighting was discussed during budget time and council voted to set aside \$5,000 for lighting.

Harvath: Thanks to Bob for 9 ½ years of service. Thanks to Martha Hoexter for ordering the cake.
Thank you to Floyd Fleming for garden. It was beautiful.
Suggests looking at establishing standards for behavior.
Chef has the upper hand as the only bidder. Like some of the new options but not the costs. Will continue to work to find best value.
Pleased with the holiday lighting and our volunteer base for installation but realize there are a few things that can't be done without professional help.

Seabert: Thanks to Bob who has made budgets easier to understand. Best wishes.
Erin Wilkinson has pulled off another fantastic Glo-Party and parade.
Thank you to DPW for help with holiday decorations.
Remember to vote tomorrow.

Lion: Very sorry that Mr. Fleming has feared for his safety. Beautiful garden.
People that live here talk about how beautiful the holiday lighting is. No lighting is done out from the downtown. Let's do more than just down Center Street.
Looking forward to DDA work session on November 14th.

13. Mayor's Report / Comments

Best wishes to Bob.

Is there an update on the kiosk map at the Police Department.

14 Adjournment – Meeting adjourned at 9:08 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
James I. Wiley, 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 6, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, November 20, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Wiley called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert, Wiley
Members absent/excused: None
Also present: City Manager LeFevere, City Planner Imus, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Wiley
4. **Organizational Meeting of the Council**
In accordance with Section 3.6 of the City Charter elected members Lisa Greenwood, Greg Harvath and Kathy Mooradian were given the oath of office.
Motion by Lion with support from Greenwood to nominate Linda Anderson for the office of Mayor. No other nominations were entered. Motion carried unanimously by paper ballot. Linda Anderson will serve as Mayor.
Motion by Greenwood with support from Anderson to nominate Greg Harvath for the office of Mayor Pro Tem. No other nominations were entered. Motion carried unanimously by paper ballot. Greg Harvath will serve as Mayor Pro Tem.
5. **Consent Calendar**
 - A. Approval of Agenda for November 20, 2017
 - B. Approval of Regular Council Meeting Minutes of November 6, 2017Motion by Greenwood with support from Seabert to approve the consent calendar as presented. Motion carried unanimously by roll call vote.
6. **Approval of Invoices**
Motion by Seabert with support from Lion to approve invoices dated November 20, 2017 in the revised amount of \$120,224.68
Motion carried unanimously by roll call vote.
7. **Appointments/Resignations/Proclamations**
 - A. Motion by Seabert with support from Greenwood to regretfully accept the resignation of Jim Wiley from the City Council.
Motion carried.
8. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
 1. Fire Chief Greg Janik spoke about joining Community Risk Reduction. After applying and being turned down it became clear the Police needed to be involved. Chief Steve Kent didn't hesitate to agree to participate and sent Corporal Mark Giles along for the three-day class in Lansing. Feels that the public does not realize the role the Police play in community risk reduction. Grateful they are such an active partner with the Fire Department and a very active presence in the elementary school.

- B. Written Communications
1. Copy of letter to Helen DeGeatano RE: Chef Container
 2. Invitation to Mayor to ride in Holiday Parade on December 2nd.
 3. Registration for 2017 Ottawa County Water Quality Forum, November 30th
 4. Communications from RJ Peterson RE: Waterfront Master Plan
LeFevere, Wiley and Imus recently met with Peterson to hear how there is no one else as knowledgeable and concerned about the Harbor. Once again when the subject was raised about purchasing Tower Marine the conversation was dropped.

Written communications noted as received and filed.

9. Unfinished Business

- A. Motion by Lion with support from Seabert to approve Resolution No. 42-2017 authorizing the purchase of real property (66th Street)
Phase II environmental study will be completed as the property was once orchards. Closing date is set for Tuesday, November 21st.
A Resolution to annex the property from Saugatuck Township will be prepared and presented at the December 4th council meeting.
Motion carried unanimously by roll call vote.

10. New Business

- A. Motion by Greenwood with support from Seabert to approve Resolution No. 41-2017 authorizing changes to Michigan Class authorized signers to accounts of the City of Douglas.
Manager LeFevere is added as a signer.
Motion carried unanimously by roll call vote.

11. Reports

A. **Commission / Committee / Board Reports**

1. Planning Commission – Imus
Planning Commission will have a public hearing on the Chicken Ordinance on December 13th.
Revised draft of the Marijuana Ordinance is available and will be discussed at the first council meeting in December. Planning Commission will consider the comments of council in January.
2. Kalamazoo Lake Sewer and Water Authority-Hoexter
Hired a new financial officer and another system operator. Working on some changes to how connection fees are disbursed from the escrow account and continue to work on Articles of Incorporation.
3. Kalamazoo Lake Harbor Authority – Greenwood
November 21st meeting is cancelled.
4. Downtown Development Authority – Lion, Wiley
The Strategic Planning Workshop was very good. Lots of instruction on learning to drive the DDA in new direction. Our Master Plan is an integral part in the progression to be more organized and effective.
Cleared \$2800 on the summer socials.
There may be some money available to hire street performers next season.
Will be looking closer at wireless connectivity for downtown area.

5. Police Commission – Harvath, Anderson
Next meeting in January.
6. Fire District Board – Mooradian
Response activity was up in October.
New LED sign at Fire Department installed by employees.
Received a \$4,000 donation toward the fire training facility.
New radios are working great.
New Blue Star pathway flashing lights will be activated only for emergency response activity.
7. Community Recreation – Seabert
No meeting.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**

Now have access to GIS program.

Zoning Board of Appeals will meet November 28th to hear request for a driveway permit on Fourth Street.

Some property owners on Third Street have inquired about a water special assessment district. A petition would be the next step with 51% of the properties signing in interest. The properties located at Center and Ferry Streets that asked for extension on their building permit are now both owned by Peggy Johnson. A new plan will be formulate to build on the lots.

2. **Finance / Budget**

Auditors will present audit for the year ending June 30, 2017 at the December 18th meeting.

3. **Manager's Report / Comments – LeFevere**

Still waiting for finished contract with Chef Container.

Thank you to Martha Hoexter for serving on the Kalamazoo Lake Sewer and Water Authority Board for many years. Term is up in December.

Many thanks to Jim Wiley for his service over the past 9 years.

High School football team will be at Ford Field for State Finals. Go Saugatuck Indians!

12. Public Communications - Verbal (Limit of three (3) minutes on general business of the City)

A. Martha Hoexter, Amity St. commented the holiday lighting looks beautiful.

B. Sarah Donovan, Union St. asked about the clock. (It appears to be broken again. Staff will look into.)

13. Council Comments

Harvath: Thanks to Jim Wiley for the service. Thank you to Neal and Lisa for all the work on lights. Congratulations to Linda Anderson.

Lion: Thanks to all the volunteers on lighting committee. Lots of good things happening in Douglas to be excited about. Thank you to Jim Wiley.

Seabert: Happy Thanksgiving to all.
Thanks to Jim Wiley, Martha Hoexter, our DPW, and Lisa Imus.
Excited about all the new construction taking place.
Johnson Estates has had a meeting discussing a neighborhood watch.

- Greenwood: State Football Finals at Ford Field very exciting for a small Mayberry like community.
Thanks to Jim Wiley and congratulations to Linda Anderson.
Downtown lighting looks beautiful.
- Wiley: Thanks for the great experience with a wonderful staff. Many highlights to remember. Wade's Bayou, Point Pleasant, 12-15 marriages performed, Beach to Bayou Trail, single waste hauler. Lots of other things happening going forward, change is good. It has been a privilege and honor to serve the community.
- Mooradian: Love the holiday lighting.
Feels we are a progressive city moving on ahead. Lots of energy, excitement and vision.
Wonderful that Police and Fire can work together on community risk reduction.

14. Mayor's Report / Comments - Anderson

Thank you to Jim Wiley.
Lights are beautiful.
Would like to do a goal setting workshop meeting in January or February.
Thank you to council members. Proud and honored to serve as Mayor.

15 Adjournment – Meeting adjourned at 8:15 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Linda Anderson, 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 20, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, December 4, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Anderson called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Mooradian, Seabert
Members absent/excused: None
Also present: City Manager Lefevere, City Planner Imus, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Anderson
4. **Consent Calendar**
 - A. Approval of Agenda for December 4, 2017
 - B. Approval of Regular Council Meeting Minutes of November 20, 2017Motion by Seabert with support from Harvath to approve the consent calendar as presented.
Motion carried unanimously by roll call vote.
5. **Approval of Invoices**
Motion by Greenwood with support from Seabert to approve invoices dated December 4, 2017 in the revised amount of \$60,141.11.
Motion carried unanimously by roll call vote
6. **Appointments/Resignations/Proclamations**
None
7. **Public Communications**
 - A. Verbal (Limit of three (3) minutes on agenda items only)
No comments were heard.
 - B. Written Communications
 - 1 Notice of Comcast Price Changes
 - 2 Interurban Transit Authority Board Meeting Minutes of October 17, 2017
 - 3 Get Involved notice for members to DDA and Fire Board
 - 4 Notice of Holiday Office hours and change of January 1st meeting to January 8th.Written Communications noted as received and filed.
8. **Unfinished Business**
None
9. **New Business**
 - A. Motion by Greenwood with support from Lion to adopt Resolution No. 43-2017 approving the annexation of City owned property located in Saugatuck Township (66th Street) to the City of the Village of Douglas.
Motion carried unanimously by roll call vote.
 - B. Motion by Seabert with support from Harvath to adopt Resolution No. 44-2017 approving an agreement for refuse services with Chef Container.
Council discussion and comments:
Voucher system not easy to use, Make customers more aware of community clean up days.
Fuel surcharge explanation not written clearly.
Chef has the upper hand with no other bidder.

Chef has indicated they are willing to help educate customers on services.
Would like to take more time to study the options/services.
Option to pay for a year in advance was added to this contract.
Council agreed previously to look into becoming a more “green” community within the next six months.
Suggestion to extend the current contract another year to give more time for discussion and then align with the City of Saugatuck for better bargaining power.

Motion carried unanimously by roll call vote.

- c. Medical Marijuana discussion – Imus
Imus presented draft ordinance. The next Planning Commission meeting will be a joint session with council on January 10th at 7:00 p.m. The State has issued 33 pages of emergency rules with the first applications expected by January 15. State proposes about 90 days to review apps with a \$600 application fee. The State will set insurance liability levels. The City will have to provide justification for its application fees. Council should review the draft to be prepared for the January 10th meeting.

10. Reports

A. Commission / Committee / Board Reports

1. Planning Commission – Imus
The Zoning Board of Appeals met last week to hear a request for a driveway variance on Fourth Street. Variance was denied.
Received word that Douglas is in 9th place (tied with five other municipalities) with points for our Trust Fund grant application for purchase of Pleasant Point Marina. Planning Commission meets December 13th.
2. Kalamazoo Lake Sewer and Water Authority-LeFevere
No meeting.
3. Kalamazoo Lake Harbor Authority – Greenwood
No meeting.
4. Downtown Development Authority – Lion
Next DDA meeting is December 12th.
5. Police Commission – Harvath, Anderson
Next meeting in January.
6. Fire District Board – Mooradian
No meeting.
7. Community Recreation – Seabert
Budget for Community Recreation is on the table tonight.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
Very positive comments on holiday lighting.
Have received site plans for five new homes and have spoken to three prospective new business owners.

2. **Finance / Budget**
Winter tax statements are going out this week; due by February 14th, 2018.
 3. **Manager's Report / Comments – LeFevere**
Auditors presentation will be at December 18th meeting.
Council may hear from a police officer who wishes to appeal manager decision. The Union contract allows for an officer to appear before council.
- 11. Public Communications - Verbal** (Limit of three (3) minutes on general business of the City)
No comments were heard.
- 12. Council Comments**
Mooradian: Won't be able to attend the December 18th meeting.

Greenwood: Thank you to DPW for being flexible and extending leaf pick up.
Library is thinking about putting a new millage request before voters.

Harvath: Thanks to all for making a conscience effort to keep expenses down.
- 13. Mayor's Report / Comments - Anderson**
Goal setting meeting will be held at 6:00 p.m. on January 22nd. Ideas for topics should be sent to Bill or Linda
Resumes for council appointment will be reviewed and interviews set for the December 18th meeting.
Get those applications in!
- 14 Adjournment – Meeting adjourned at 8:30 p.m.**

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Linda Anderson, Mayor

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 4, 2017, 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
REGULAR MEETING MINUTES OF THE CITY COUNCIL
Monday, December 18, 2017
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Anderson called the meeting to order at 7:00 p.m.
2. **Roll Call** – Members present: Anderson, Greenwood, Harvath, Lion, Seabert
Mooradian present via skype
Members absent/excused: None
Also present: City Manager LeFevere, City Planner Imus, City Clerk Neve.
3. **Pledge of Allegiance** – Mayor Anderson
4. **Consent Calendar**
 - A. Approval of Agenda for December 18, 2017
 - B. Approval of Regular Council Meeting Minutes of December 4, 2017

Motion by Greenwood with support from Seabert to approve the consent calendar as amended, deleting Item #14 Closed Session.
Motion carried unanimously by roll call vote.

5. **Approval of Invoices**

Motion by Greenwood with support from Harvath to approve invoices dated December 18, 2017 in the amount of \$88,871.51
Motion carried unanimously by roll call vote.

6. **Appointments/Resignations/Proclamations**

- A. Motion by Lion with support from Seabert to reappoint Rob Joon to serve another term on the Assessing Board of Review (term ending January 2021)
Motion carried.
- B. Motion by Seabert with support from Lion to appoint Dan Urquhart to serve on the Kalamazoo Lake Sewer and Water Authority Board (term ending December 2020)
Motion carried.
- C. Motion by Greenwood with support from Seabert to reappoint Manager William LeFevere to another term on the Kalamazoo Lake Sewer and Water Authority Board (term ending December 2020).
Motion carried.
- D. Interview candidates for City Council vacancy
 1. Aaron Miller
 2. Mike VanLoon
 3. Maria Droz
 4. Jerry Donovan

Each candidate was asked a series of questions and given ten minutes to answer and speak about themselves.

7. Public Communications

- A. Verbal (Limit of three (3) minutes on agenda items only)
1. Dean Kapenga, Allegan County Commissioner, reported on news from the county. Probations officers are being moved from the courthouse to the jail. Still working with Friends of the Blue Star Trail and getting questions answered. New communications system is working well. The State is trying to mandate changes to indigent defense requirements.
 2. Dan Urquhart thanked council for the appointment to the KLSWA Board and offered his appreciation to Martha Hoexter for her service.
- B. Written Communications
No written communication received.

8. Unfinished Business

None

9. New Business

- A. Presentation of Audit for year ended June 30, 2017 – Siegfried Crandall PC
Dan Veldhuizen, Siegfried Crandall, reviewed audit findings. Recommendations included a better focus on investments and hiring additional accounting firm to monitor monthly reconciliations. The City continues to maintain a healthy fund balance. Paying down MERS liability has resulted in substantial savings.
- B. Mayor Anderson asked that deliberation on the four candidates take place and a paper ballot vote be taken. Council discussed candidates after the first ballot failed to yield a majority. Two more rounds of voting occurred before a majority was reached. Motion by Seabert with support from Harvath to appoint Aaron Miller to fill the council vacancy for a term ending November 2018.
Motion carried unanimously.
- C. Grievance Hearing for an Appeal by Mr. Mark Zerbe of a decision by the City Manager. Jason Owen, POLC Union Attorney and Leigh Schultz, Miller Canfield each stated the facts that Mr. Zerbe was terminated in accordance with the Police Officers Union Agreement.
Motion by Greenwood with support from Harvath to affirm the decision by City Manager LeFevere and deny the grievance.
Motion carried unanimously by roll call vote.
- D. Motion by Seabert with support from Greenwood to adopt Resolution No. 45-2017 allowing penalties levied under Subsection 27b(1)(c)(i) and 27b(1)(d) of the General Property Tax Act to be waived.
Motion carried unanimously by roll call vote.
- E. Motion by Greenwood with support from Seabert to adopt Resolution No. 46-2017 establishing property exemption guidelines in the City of the Village of Douglas.
Motion carried unanimously by roll call vote.
- F. First Reading – Ordinance No. 04-2017 Chickens
An Ordinance to Amend Chapter 92:Animals – Chickens of the Code of Ordinances of the City of the Village of Douglas.

10. Reports

A. Commission / Committee / Board Reports

1. **Planning Commission - Imus**
Continued discussion on marijuana ordinance. Planning Commission is now considering allowing 2 distribution outlets and 2 transportation centers. The State has received 9 applications already.
Building permits for November show 1 new residence and 2 remodels. Five new homes were just approved and there are 4 more on desk..
2. **Kalamazoo Lake Sewer and Water Authority-Hoexter**
Discussed proposal for new auditor firm.
Talked about revisions in the Articles of Incorporation.
Will consider changing collection of connector fees to having each municipality collect.
Dan Urquhart will be a good replacement. This is Hoexter's last report.
3. **Kalamazoo Lake Harbor Authority – Greenwood**
No meeting.
4. **Downtown Development Authority – Lion**
The DDA along with Art-On-Center will purchase a full page ad on the back cover of the Convention and Visitors Guide.
A new map is up in the kiosk.
Strategic Planning session was reviewed and more will be discussed at the January 9th meeting.
Still have vacancy on DDA. Grant is available thru the Michigan Arts Council for street performers. DDA would like the City to be the applicant for matching \$4,000. grant.
5. **Police Commission – Harvath, Anderson**
Next meeting in January.
6. **Fire District Board – Mooradian**
Will report at January 8th meeting.
7. **Community Recreation – Seabert**
No meeting.

B. Staff Reports

1. **Community Development / Planning / Zoning - Imus**
Nothing further.
2. **Finance / Budget**
Manager LeFevere presented the Revenue & Expense Report from the month ended November 30, 2017..
3. **Manager's Report / Comments – LeFevere**
Thank you to Martha Hoexter for service on the KLSWA Board.
Welcome to Aaron Miller
Will not be attending the January 8th meeting. Will discuss Special Assessment Districts at the January 15th meeting. Work session is scheduled for January 22nd.
Pleased that the City is on the funded list for Point Pleasant Marina project.
Planning to stay on as Manager for another year. Lots of exciting things happening that can be wrapped up during the coming year.

- 11. Public Communications - Verbal** (Limit of three (3) minutes on general business of the City)
Martha Hoexter, Amity St., commented on the audit and thanked Bob Drexler for his work on it.

12. Council Comments

Seabert: Many things accomplished this year. Root Beer Barrel, Beach to Bayou Trail, 2 marina projects begun, litigations settled, Blue Star Trail, to name a few. Thank you to Martha Hoexter and welcome to Aaron Miller
Hearing good comments about how beautiful downtown looks.
Happy Holidays to all.

Greenwood: Thank you to all four council candidates; great to have such qualified people to choose from.
Welcome Aaron Miller.

Harvath: We had four great candidates tonight. Welcome Aaron.
Thank you to Martha.
Thank you to Bill for meeting with property owners regarding the special assessment districts.
Merry Christmas and Happy New Year.

Mooradian: Welcome to Aaron.
Merry Christmas to all.

Lion: First year on council there was much to learn. Good to hear positive comments on the audit. 2018 will be an exciting year.

13. Mayor's Report / Comments - Anderson

The year went very fast. Enjoying the position and honored to be Mayor.
Looking forward to next year.

14. Adjournment – Meeting adjourned at 9:25 p.m.

Respectfully submitted by:

Jean E. Neve, CMC
City of the Village of Douglas Clerk

Approved by: _____
Linda Anderson, Mayor

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 18, 2017, I further certify that the meeting was duly called and that a quorum was present.

Jean E. Neve, City Clerk

Date