



## Minutes

**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
DOUGLAS CITY HALL COUNCIL CHAMBERS  
86 W CENTER STREET, DOUGLAS, MI 49406  
March 16, 2020 – 7:00 P.M.**

1. **Call to Order:** Mayor Lion
2. **Roll Call:** Present – Donovan, Kenny, Lion, Mooradian, Miller, North, Seabert  
Also Present – City Manager LaBombard, City Clerk Aalderink, Nick Wikar
3. **Pledge of Allegiance:** Led by Mayor
4. **Consent Calendar:**
  - A. Approve March 16, 2020 Agenda
  - B. Approve March 2, 2020 Closed Session Minutes
  - C. Approve March 2, 2020 Regular Meeting Minutes
  - D. Approve Invoices in the amount of \$53,233.79
  - E. Appointments / Resignations / Proclamations
    - i. Reappoint Maria Droz to Board of Review
    - ii. Reappoint Kelley Heneghan to Planning (Term ending 2023)
    - iii. Reappoint Matthew McWeb to Planning (Term ending 2023)
    - iv. Reappoint Bruce Stewart to Planning (Term ending 2023)
    - v. Reappoint Mike Van Loon to Kalamazoo Lake Harbor Authority (Term ending 2023)
    - vi. Jerry Donovan, DDA resignation letter
    - vii. Appoint Louise Kenny to the DDA
    - viii. Appoint Ronna Alexander and Demetrhea Terrien to the Tri-Community Recycle Committee

Motion by Seabert, with support from Miller, to approve the Consent Calendar for March 16, 2020 as presented. Motion carried by unanimous roll call vote.

5. **Public Communications:**
  - A. Verbal (Limit of 3 minutes)

David Setska, Green Koi LLC – The Michigan Regulatory Agency announced licensed Medical providers can do home deliveries and curbside drop-offs. His business will be participating.  
Mayor Lion requested a copy of the statement be sent to the city for their file.
  - B. Written
    - i. Seventh Day Adventist Church – Request to distribute materials door to door  
Will be doing a drive through the city and have made the City aware of the time and date.

**6. Unfinished Business:**

- A. Ordinance 03-2020: Groundwater Protection Ordinance – Public Hearing/ 2<sup>nd</sup> Reading
  - i. Motion to open the Public Hearing
  - ii. Motion to close the Public Hearing
  - iii. DiscussionMotion by Seabert, with support from Mooradian, to open the public hearing.  
Motion by Kenny, with support from Seabert, to close the public hearing.

Motion by Seabert, with support from Kenny, to adopt Ordinance 03-2020 Groundwater Protection Ordinance to amend the Code of The City of the Village of Douglas by replacing Sections 95.20 through 95.21, with amended Sections of 9 5.20 through 95.34, Chapter 95, Title IX of such code.  
Motion carried by unanimous roll call vote.

**7. New Business:**

- A. First Reading - Ordinance 04-2020 Amendment to the City of the Village of Douglas Uniform Traffic Code, Section 70.35 Schedule of Offenses and Section 70.36 Impoundment. (No Action Required)  
Notice of public hearing and 2<sup>nd</sup> reading will be published and this Ordinance will be on the next council agenda.
- B. Patrol Vehicle Purchase  
Request for Council review and approval regarding the purchase of a 2020 Patrol Vehicle, equipment and equipment removal & Transfer labor costs.  
The cost of the vehicle has been budgeted. Notice of intent to deliver has been received by the department.

Motion Miller, with support from Seabert, to approve the release of funds from Equipment-Police / Capital Outlay #660-301-979 for the budgeted 2020 Ford Police Utility Vehicle not to exceed \$39,225.05. Motion carried by unanimous roll call vote.

- C. Republic Services Agreement Amendment  
Service will begin with a once per month pick up for recycles. How to recycle notices will be attached to each cart. There will be no charge for the carts.

Motion by Mooradian, with support from Seabert, to accept the Refuse and Recyclable Materials Services Agreement Amendment as presented and authorize the City Clerk and Mayor to execute the amendment on behalf of the City. Motion carried by unanimous roll call vote.

- D. Resolution 10 - 2020 – Resolution appointing Nicholas Wikar as Planning and Zoning Administrator for the City of the Village of Douglas.  
Michigan Township Services will assist Mr. Wikar with some of the responsibilities.

Motion by North, with support from Miller, to adopt Resolution 10-2020 – Resolution appointing Nicholas Wikar as Planning and Zoning Administrator for the City of the Village of Douglas. Motion carried by unanimous roll call vote.

- E. Resolution 13-2020 – Resolution approving the City Deputy Clerk’s participation in the Michigan Association of Municipal Clerks 3-year Institute program.

Motion Kenny, with support from Seabert, to adopt Resolution 13-2020 approving the City Deputy Clerk’s participation in the Michigan Association of Municipal Clerks 3-year Institute program. Motion carried by unanimous roll call vote.

- F. Resolution 14-2020 - Resolution to approve City Manager’s participation in the MPSI

Motion, by Seabert, with support from Miller, to adopt Resolution 14-2020 – Resolution approving the City Manager’s participation in the Michigan Public Service Institute. Motion carried by unanimous roll call vote.

- G. Resolution 15-2020 - Resolution to Endorse the Lower Kalamazoo River Greenway Plan

Motion by Seabert, with support from Kenny, to adopt Resolution 15-2020 - Resolution to Endorse the Lower Kalamazoo River Greenway Plan. Motion carried by unanimous roll call vote.

- H. Saugatuck Township Intent to consider Joining the Kalamazoo Lake Harbor Authority. Council discussed the questions from the Township in order to join, (1) is the city willing to waive the entry fee, (2) would the city pay for legal review (3) No Tiff revenue capture, (4) No special assessments. City Council requested the Kalamazoo Lake Harbor Authority come before council to clarify what is being discussed.

Motion by Kenny, with support from North, to waive Saugatuck Township’s entry fee to join the Kalamazoo Lake Harbor Authority as described in Section 9.01 of the Interlocal Cooperation Agreement creating the Kalamazoo Lake Harbor Authority. Motion fails by roll call vote: (Yes) Kenny, North, Seabert (No) Donovan, Lion, Mooradian, Miller.

Motion by Seabert, with support from Donovan, to obtain additional information and to see a map of what area the Kalamazoo Lake Harbor Authority covers. Also request information on how the Authority would recommend proceeding and responding to the Townships questions. Motion carried by unanimous roll call vote.

Motion by North, with support from Kenny, to add Resolution 12-2020 to the agenda. Motion carried by unanimous roll call vote.

- I. Resolution 12-2020 Resolution Establishing an Application Fee for A Marihuana Facility Permit.

Wikar stated the Ordinance requires the payment to be included with the application and also allows both Medical and Recreational to co-locate.

Motion by Seabert, with support from Kenny, to adopt Resolution 12-2020 Establishing a nonrefundable permit application fee for the Marihuana Facility License Application in the amount of \$5,000 for each type of Marihuana Facility allowable by City Ordinance, and a yearly renewal permit application fee in the amount of \$5,000 for each type.

Motion carried by unanimous roll call vote.

**8. Reports:**

**A. Commission / Committee / Board**

1. Planning Commission – Wikar reported the meeting was procedural.
2. Kalamazoo Lake Sewer and Water – Will close their doors to the public due to the Covid-19 virus.
3. Kalamazoo Lake Harbor Authority – No meeting
4. Downtown Development Authority – No report
5. Douglas Harbor Authority – No meeting
6. Douglas Brownfield Authority – No developer update, developer is aware that plans need to be presented. Currently the city is costing out for demo.
7. Fire Board – No report
8. Community Recreation – No meeting
9. Blue Star Bike Trail – No report

**B. Staff Reports**

1. Community Development / Planning / Zoning
2. Department of Public Works Director – Introduction of new employee Kyle Hooker.
3. Police Department welcomed a new part-time Officer.
4. City Clerk – Working with Verizon representative and Homeland Security to secure open phone lines for City Manager, Chief Kent, and DPW Director Vogel. This line will provide them with guaranteed access calling during an emergency. City website has an update section for Covid-19 information. Thank you to Julie Ridl for casting this evenings meeting.
5. City Manager – Working on a Covid-19 contingency plan. The county expects larger numbers of cases. Contacted Appraisers for the three city owned buildings. John Livingdale will do an energy efficiency analysis.

**9. Public Communications – Verbal (Limit of 3 min.)**

**10. Council Comments**

North Thanked Mayor and City Manager or their Covid-19 updates.  
Seabert requested information on when the street painting will occur. Has there been any applications for the Barrel?

**11. Mayor's Report**

Mayor Lion thought Kenny brought informative information to the Covid-19 meeting. The city has taken a pro-active move with the virus. The information posted to the City website will be the "official" news obtained from all governmental agencies.

**12. Adjournment**

Motion from Seabert, with support from North, to adjourn. Motion carried by voice vote.