

**THE CITY OF THE VILLAGE OF DOUGLAS  
MEETING OF THE CITY COUNCIL  
MINUTES**

Monday, January 19, 2009  
7:00 p.m.

**1. Call to Order**

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

**2. Roll Call**

Members Present: Bailey, Balmer, Harvath, Hoexter, Sapita, Urquhart, Waddell

Absent: None

Also Present: Manager Kowal and Clerk Neve

**3. Pledge of Allegiance – Mayor**

**4. Closed Session**

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

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

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

**5. Changes/Additions/Deletions to Agenda**

A. Add: Item #9B-4, SABA Business Meeting Minutes from 1-7-09

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

**6. Approval of Minutes**

A. Committee of the Whole Meeting of January 5, 2009

B. Regular Meeting of City Council of January 5, 2009

C. Closed Session Minutes of January 5, 2009

Motion by Hoexter with support from Bailey to approve meeting minutes from January 5, 2009 City Council Meetings as presented. Motion carried.

**7. Appointments /Resignations**

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

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

- B. Motion to Appoint Mr. Jeffrey D. Blandford to the Downtown Development Authority (DDA) Board (term commencing January 2009 and concluding January 2013).

Motion by Bailey with support from Sapita to approve the appointment of Jeffrey Blandford to the DDA. Motion carried.

**8. Proclamations/Awards**

None scheduled

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

**A. Verbal:**

No comments

**B. Written:**

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

Written communications noted as received and filed.

**10. Unfinished Business**

None scheduled.

**11. New Business**

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

- B. Motion to Adopt Resolution No. 04-2009 Amending the Budget of the 2008/2009 General Appropriations Act.  
Motion by Waddell with support from Bailey to approve Resolution No. 04-2009 amending the 2008/2009 budget. Motion carried unanimously by roll call vote.
- C. Discussion and Review by City Council of Request Made by Ms. Judy Anthrop RE: Plaque (see agenda item no. 9B-1 above).  
Balmer recalled a letter of November 22, 2005 to the Douglas Historical Preservation Commission in which a recognition plaque was promised in front of Dutcher Lodge. Balmer apologized that this recognition has been overlooked and related he would work to find and install a plaque. He thanked Ms. Anthrop for reminding him of his promise.

**12. Staff Reports**

- A. **Building/Planning/Zoning/Enforcement**  
Letter dated January 15, 2009 from Planning & Zoning Consultant, Ryan Kilpatrick, to Mr. Blaine McLeod, Director of Equalization, Allegan County.  
Letter to Mr. McLeod requesting review of lot split/combination process by Allegan County Equalization.
- B. **Finance/Budget**
  - 1. Revenue/Expenditure Budget Summary Report for the Period of 7/1/2008 to 12/31/2008
  - 2. Investment Schedule as of 12/31/08
  - 3. Wire Transfer/ACH Payment Summary for the Month Ended December 31, 2008

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

**13. Committee Reports**

- A. Planning Commission - Waddell  
At the January 14<sup>th</sup> meeting the Planning Commission recommended approval of the zoning ordinance.  
An indoor segway track was approved for the Saugatuck Brewing Company building.
- B. Community Recreation Advisory Board - Bailey  
(See accompanying report prepared by Councilperson Bailey regarding the Tuesday, January 13, 2009 meeting of the Community Recreation Advisory Board)  
Bailey reminded everyone of the Poker Night fund raiser at Poker Zone in Holland on February 25, 26 and 27.

- C. Kalamazoo Lake Sewer & Water Authority Board - Urquhart  
The January 19<sup>th</sup> meeting has been rescheduled to January 26<sup>th</sup>.
- D. Police Commission - Bailey  
The Police Commission approved adjustments to the budget.  
A recommendation for hiring will be coming after interview with police officer candidates.  
A discussion was held regarding the number of assistance calls the department responds to that are actually within Saugatuck Township.

**14. Council Comments**

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

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

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

**16. Approval of Invoices**

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

**17. Manager's Report**

- A. Received an email reminder of the Allegan County Transportation Stakeholder Group meeting in Otsego on Wednesday. Kowal and Balmer are unable to attend.
- B. A special council meeting is scheduled for next Monday, January 26<sup>th</sup>, to talk with Paul Galdes, Fleis & VandenBrink about establishing ready to go projects. We need to be prepared with projects when there may be Federal funding available soon. Meeting will commence at 5:00 p.m.

- C. Both suspended Officer Long and terminated Officer Zerbe have filed for an arbitration hearing. The Union will pay their fees. The city's legal fees may be estimated at \$10,000 if both cases are heard as one.
- D. Kowal and Chief Giles have concerns with the roll the Police Department will play if the City of Saugatuck acquires the Denison property.
- E. Thanks to Felicia Fairchild for the work done on getting the National Trust award and staff for putting together the tea reception.

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

- A. No comments.

**19. Adjournment**

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

Respectfully submitted by:

Jean E. Neve, CMC  
City Clerk

Approved by: \_\_\_\_\_  
Matt Balmer, Mayor

Certification of Minutes

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of the Village of Douglas held on January 19, 2009. I further certify that the meeting was duly called and that a quorum was present.

\_\_\_\_\_  
Jean E. Neve, City Clerk

\_\_\_\_\_  
Date





