

**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING MINUTES OF THE CITY COUNCIL
MONDAY, May, 16, 2011
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
7:00 PM**

1. **Call to Order** – Mayor Waddell called the meeting to order at 7:00 PM.
2. **Roll Call** – Members present: Greenwood, Harvath, Hoexter, Mayer, Smith, Wiley, Waddell
Members absent/excused: None
Also present: City Manager LeFevere, Community and Economic Development
Director Kilpatrick, Treasurer Drexler and City Clerk Neve
3. **Pledge of Allegiance – Mayor**
4. **Consent Calendar**
 - A. Approval of Agenda for May 18, 2011
 - B. Approval of Regular Meeting Minutes of May 2, 2011
 - C. Approval of Closed Session Meeting Minutes of May 2, 2011
 - D. Approval of Invoices dated 5/2/2011 in the amount of \$23,593.54

Motion by Greenwood, with support from Smith, to approve the Consent Calendar as presented. Motion carried unanimously by roll call vote.

5. **Public Communications**
 - A. Verbal (Limit of three (3) minutes pertaining to agenda items only)
No comments were heard..
 - B. Written Communications
 1. Saugatuck Township Fire District Annual Budget 2011/2012
 2. Hospice of Holland Gala
 3. Saugatuck Township Fire Board Workshop Meeting Rescheduled Notice
 4. Saugatuck Township Fire Board Meeting Minutes of April 30, 2011
 5. Saugatuck Township Fire Board Workshop Meeting Minutes of April 25, 2011
 6. WMRPC: MDNR-Natural Resources Trust Fund, Letter of Support

Written Communications noted as received and filed.

6. **Unfinished Business**
 - A. Spring Clean Up and Lawn Maintenance at Schultz Park and Beery Field for the 2011 Season
Manager LeFevere related he received four bids for lawn care and maintenance at Schultz Park.
Motion by Hoexter with support from Smith to approve Resolution No, 13-2011 and accept the proposal from Grounds Management Solutions, LLC for lawn care and maintenance at Schultz Park for the 2011 season. Motion carried by roll call vote with Harvath casting a “No” vote.
7. **New Business**
 - A. Motion by Greenwood with support from Hoexter to Approve Resolution No. 16-2011 Amending the Budget of the 2010-2011 General Appropriations Act (DDA)
Motion carried unanimously by roll call vote.

8. Reports

A. Commission / Committee / Board Reports

1. Planning Commission - Kilpatrick
Approved a plan for the gardens at the Old Schoolhouse. The building will have open hours during the summer.
Special land use request was tabled for a project in the R-4 district.
Hoexter volunteered to represent Council on the medical marijuana subcommittee.
2. Kalamazoo Lake Sewer and Water Authority – Wiley
One new employee was hired.
Hydrant flushing will take place on Monday, May 23rd and Tuesday, May 24th.
Litigation may be started with Singapore Trails in regards to the utility easement.
3. Kalamazoo Harbor Master Plan Committee
Next scheduled meeting is Tuesday, May 17th.
4. Joint Planning Committee - Mayer
Mayer was unable to attend but Kilpatrick reported there was no quorum.
Mayor Waddell is asked to appoint another Douglas representative at the next council meeting.
5. Community Recreation Advisory Board - Smith
No meeting.
6. Downtown Development Authority - Kilpatrick
New website is up and running at douglasmichigan.com
7. Police Commission - Hoexter
No meeting.
8. Douglas Advisory Committee - Kilpatrick
Kilpatrick presented drawing of proposed seating area in front of Post Office.

B. Staff Reports

1. **Community Development / Planning / Zoning** – Kilpatrick
The owners of Costa Azul have filed for a demolition permit.
Six properties have received notices that weeds and grass are overgrown.
2. **Finance/Budget** – Drexler
 - a. Revenue/Expenditure Summary Report for the Period Ended 7/1/2010 to 4/30/2011
 - b. Wire Transfer/ACH Payment Summary for the Month Ended 4/30/2011To date the general ledger is 70% expended but 13% below where we expected to be at this time.

C. Manager LeFevere's Report / Comments

1. Blue Star Highway Bridge Status Report
Met last week with MDOT officials, utilities, Fleis & VandenBrink and Saugatuck City Manager Harrier. Construction to begin in September.
Fleis & VandenBrink may be asked to come discuss the bridge lane configuration.

2. Correspondence has been received from Latitude Engineering regarding last year's paving projects.
3. Consumers Energy has marked a number of trees along Lakeshore Drive for removal or trimming.
4. Community Pride Day planting turned out great.
5. Budget Committee of the Whole meeting is scheduled for Monday, May 23rd at 6:00 p.m.

9. Public Communications - Verbal (Limit of three (3) minutes on general business of the City Gerry Bekken, Fremont Street, thanked council for approving the Fire Department budget.

10. Council Comments

- A. Hoexter commented the students who helped with Community Pride Day were very nice, polite and considerate. It was an enjoyable event. The DPW was extremely helpful.
- B. Greenwood related the old maple tree from the Old Schoolhouse is being made into benches by Marcia Perry and will be brought back to the Schoolhouse. The front of the Wishbone Adoption building looks great.

11. Mayor Waddell's Report / Comments

- A. Community Pride Day was great. Thank you to Pam Aalderink for working to organize it.
- B. There will be a merchants open house Tuesday, May 17th beginning at 5:30 p.m.
- C. Statewide Preservation Conference in Saugatuck and Douglas on May 19th – 2st.

12. Closed Session

Motion by Harvath with support from Hoexter to enter into closed session at 8:37 p.m. 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.

Motion by Greenwood with support from Hoexter to end the closed session at 9:20 p.m. and return to the regular meeting. Motion carried.

13. Adjournment – Meeting adjourned at 9:20 p.m.

Respectfully submitted by:

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

Approved by: _____

Renee Waddell, 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 May, 16, 2011. I further certify that the meeting was duly called and that a quorum was present.

Jean E. Neve, City Clerk

Date