



# SAUGATUCK TOWNSHIP

WWW.SAUGATUCKTOWNSHIP.ORG

3461 BLUE STAR HIGHWAY  
P.O. BOX 100  
SAUGATUCK, MI 49453

PHONE (269) 857-7721  
FAX (269) 857-4542

## Notice of Public Meeting via Video Conference

In accordance with Public Act 228 of 2020, which amended the Open Meetings Act to allow local governments to use telephone and/or video conferencing technology to meet and conduct business during the ongoing public health situation, Saugatuck Township Board has authorized that all public meetings will be conducted via Zoom Conference for the purpose of government operations, discussion, and action approval while complying with local, state, and federal recommendations designed to help prevent the spread of Coronavirus Disease 2019 (COVID-19).

### *Instructions for Access*

The public may participate in the meeting via the following methods:

Join Zoom Meeting (Online Video Conference)

<https://us02web.zoom.us/j/5285764397?pwd=ZXJ3cWEwbE1pWTJkT21WWG52ZXpDUT09>

Meeting ID: 528 576 4397

Passcode: 2021

1. Dial by your Location (telephone)

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 528 576 4397

Passcode: 2021

Find your local number: <https://us02web.zoom.us/j/5285764397?pwd=ZXJ3cWEwbE1pWTJkT21WWG52ZXpDUT09>

### *Public Participation*

The public will be able to listen to all discussion by the Township Board, Planning Commission, and Park Commission and all official materials for the meeting. Official materials prepared for the Township Board and Commissions will be included in the meeting packet and available to the public on the website. Individuals will be permitted to speak for up to 3 minutes during the public comment sections of the agenda, which will be at the beginning of the meeting and the end of the meeting. The Supervisor/Chair, with assistance from the Township Manager, will facilitate the public comment periods.

Upon request for public comment, please state your name and your intention to comment. The Township Manager/Supervisor/Chair will create a list of those whom wish to speak. The time limit for an individual's public comments shall be 3 minutes. Once the list is created, the Supervisor/Chair will recognize each individual on the list to speak. Upon conclusion of the names on the list, the Supervisor/Chair will make one more call for public comment where those who have not already spoken may be recognized to speak. If none, the Township Board or Commission will continue with the meeting.

The public, whether or not they are joining the electronic public meeting, may submit written comments and/or questions regarding any matter, including items of business on the agenda at any time. Those submitted prior to 12:00 noon the Thursday before the meeting will be included in the packet for the meeting. Those submitted after 12:00 noon Thursday after the meeting, but prior to the beginning of the meeting will be shared with the Township Board or appropriate Commission and acknowledged during the meeting.

If you would like to contact the Township Board and/or Township Commissions about any matter, on the agenda or otherwise, prior to the meeting, please do so via the email addresses provided below:

#### Township Board

- Supervisor, Cindy Osman, [cosman@saugatucktownship.org](mailto:cosman@saugatucktownship.org)
- Clerk, Abby Bigford, [abigford@saugatucktownship.org](mailto:abigford@saugatucktownship.org)
- Treasurer, Jon Helmrich, [jhelmrich@saugatucktownship.org](mailto:jhelmrich@saugatucktownship.org)
- Trustee, Brenda Marcy, [bmarcy@saugatucktownship.org](mailto:bmarcy@saugatucktownship.org)
- Trustee, Stacey Aldrich, [saldrich@saugatucktownship.org](mailto:saldrich@saugatucktownship.org)

#### Planning Commission

- Chair, Rebecca Israels, [risraels@saugatucktownship.org](mailto:risraels@saugatucktownship.org)
- Dave Ihle, [ihleservice@gmail.com](mailto:ihleservice@gmail.com)
- Bill Rowe, [bill.rowe@remax.net](mailto:bill.rowe@remax.net)
- Jon Helmrich, [jhelmrch@saugatucktownship.org](mailto:jhelmrch@saugatucktownship.org)
- Daniel DeFranco, [daniel.defranco7@gmail.com](mailto:daniel.defranco7@gmail.com)
- Edward Welk, [ewelk@601w.com](mailto:ewelk@601w.com)
- Denise Shipley, [shiple318@gmail.com](mailto:shiple318@gmail.com)

#### Park Commission

- Chair, Jim Searing: [jsearing@i2k.com](mailto:jsearing@i2k.com)
- Dana Burd: [dburd@preinnewhof.com](mailto:dburd@preinnewhof.com)
- Laurie Goshorn: [lsg1417@gmail.com](mailto:lsg1417@gmail.com)
- Andrew Diaz: [adiaz@saugatuckps.com](mailto:adiaz@saugatuckps.com)
- Erica Baarman: [elbaarman@me.com](mailto:elbaarman@me.com)

#### *Electronic Meeting Conduct*

For the purpose of creating an orderly environment for the Township Board & Planning Commission to work, please respect the following:

1. A member of the Township Board and/or Planning Commission's remote attendance shall be considered attendance for the purpose of establishing a quorum.
2. Any vote by a member of the Township Board and/or Planning Commission participating at this meeting remotely shall be counted in the total number of votes for any matter and shall not be held in valued for the reason that it was cast remotely.

3. All votes on any matter at this meeting will be taken by roll call vote.
4. Adjournment of a meeting shall occur at this meeting only on a roll call vote of the Township Board & Planning Commission.
5. Emails, texting, or other forms of electronic communications by or between members of the Township Board & Planning Commission that are not part of the public meeting shall not be allowed during this meeting.
6. Interrupting, interjecting, and/or disrupting members of the Township Board and/or Planning Commission while they are speaking will not be tolerated.

*Accommodations for those with Disabilities*

Saugatuck Township will provide reasonable accommodations to those with disabilities. Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the Township Manager as soon as practically possible prior to the meeting by emailing [manager@saugatucktownship.org](mailto:manager@saugatucktownship.org) or by calling the Township Hall at (269) 857-7721 as some accommodations may require 48-hours to provide.

Additionally, Hamilton Relay provides telecommunications relay services for the State of Michigan including TTY, Voice Carry Over (VCO), Hearing Carry Over (HCO), Speech-to-Speech (STS), and more. This free service can be accessed by dialing 7-1-1.

If you have any questions about this information, please contact the Saugatuck Township Manager, at (269) 857-7721 ext. 105 or [manager@saugatucktownship.org](mailto:manager@saugatucktownship.org). Thank you in advance for your cooperation and patience during this process.