

**SAUGATUCK TOWNSHIP BOARD
REGULAR MEETING**

**WEDNESDAY, FEBRUARY 1, 2006, 7:00 p.m.
SAUGATUCK TOWNSHIP HALL
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

MINUTES

Supervisor Gudith called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

Members present: Supervisor Henry Gudith, Clerk Jane Wright, Treasurer Pat Knikelbine, Trustee Chris Roerig, Trustee Damien Jarzembowski.

Public comment began at 7:03 p.m. No comments were received. Ended 7:04 p.m.

Additions to Agenda: Hearing none, Gudith proceeded to next item.

Approval of Minutes: **Moved by Gudith, seconded by Knikelbine to approve minutes of January 4, 2006, Township Board special meeting, with no corrections.** Carried unanimously. **Moved by Roerig, seconded by Gudith to approve minutes of January 4, 2006, Township Board regular meeting, with no corrections.** Carried unanimously.

Approval of Bills, Quarterly Financials, and Annual Audit Review: Wright submitted bills received. **Moved by Wright, seconded by Knikelbine to approve paying the bills as presented.** Jarzembowski asked for clarification of a charge to repair a fence at the dog park. Wright stated there was damage done to a portion of fence where it appeared a car ran into it, and money for the repair would be taken from donated funds. Motion carried unanimously. Wright presented the financials for 6 months through the year and noted both Planning & Zoning and the Parks departments are over 50% expended. Board discussed the financial outlook for the general fund departments and Jarzembowski affirmed the PZ department should not be incurring many more additional expenses for the remainder of the year. Roerig noted the need to be forward thinking in preparing departmental budgets to allow for essential expenditures, but recognized the general fund overall is within budget. Wright submitted the annual audit for Board review stating it reflected very good financial practices.

Correspondence:

- A. Assessor Alan Jeffries, Letter of Resignation. Gudith accepted Jeffries resignation and thanked him for his years of service to the Township.
- B. Manager Phil Quade, Temporary Replacement for Assessor. Gudith read Quade's memo which stated Jeffries assistant, Sheryl Mason, is able to fulfill Jeffries contract to the end of the fiscal year, thereby giving the Township time to advertise the position and interview applicants for a permanent position starting July 1st.
- C. Library Director Martha Boetcher, Appointment to Board. Gudith recommended accepting Boetcher's suggestion to appoint our current representative to a four year term on the Library Board. **Moved by Knikelbine, seconded by Jarzembowski to appoint resident Alan Lyon as the Township Representative on the Library Board to a four year term ending September 2009.** Carried unanimously.

- D. John Sanford, School Board Resolution of Support. Sanford was present and updated the Board on the upcoming bond proposal that will be voted on February 28th. Board agreed it would not be appropriate to adopt a formal resolution of support for the millage proposal.

Unfinished Business:

- A. Specialty Vehicle Promotions, New “Used Vehicle Dealer” License. Gudith informed the Board that the State required municipal approval by February 1st and he was confident the applicant would not stock vehicles on the property. Therefore, he gave approval for the license on January 27th. Board verified the license is renewable annually, and agreed to the action.

New Business:

- A. Jet Construction Litigation. Gudith explained the need to meet with the township attorney to review options available in regard to the recently filed lawsuit by Jet Construction. **Moved by Gudith, seconded by Wright to enter into closed session to consult with the township attorney concerning pending litigation.** Roll call vote, Jarzembowski-yes, Roerig-yes, Wright-yes, Gudith-yes, Knikelbine-yes. Motion to enter into closed session passed at 7:30 p.m. Board re-convened open session at 7:41. **Motion by Wright, seconded by Roerig to authorize Attorney Ron Bultje to enter into a consent judgment based on the settlement items discussed in closed session.** Carried unanimously.
- B. Budget Amendment for Planning & Zoning Department. Wright presented a motion recommended by Manager Phil Quade that would increase the expenditure budget for the planning and zoning department. **Moved by Wright, seconded by Jarzembowski to amend the budget for planning and zoning as presented.** Knikelbine stated this amendment should not become practice, Wright agreed and asked for assurance the department would stay within their annual budget. Board discussion ensued with Jarzembowski stating he will deliver the message. Roerig requested a 5 year history of the department to be used for planning the new fiscal year budget. Motion carried unanimously.
- C. Proposal to Adopt a Consent Agenda: Wright brought forth the idea of utilizing a consent agenda during meetings to expedite the bill and minute approval process. Knikelbine suggested trying the practice on a trial basis. **Moved by Knikelbine, seconded by Gudith to add a consent agenda within the regular agenda for a 3 month trial and if successful adopt it on a permanent basis.** Carried unanimously.

Committee Reports:

- A. Planning Commission. Jarzembowski updated Board on projects recently approved, and presented the PC’s desire to require an independent third party inspection for underground fuel storage tanks.
- B. Road Commission. Roerig attended a County Road Commission meeting and they consented to the resurfacing of Old Allegan Road from Blue Star Hwy to 133rd Ave. as part of a 2 year project to resurface all the way to Old Allegan Bridge. He stated there will be some construction and will cost the road fund \$80,000 out of the \$600,000 project, and will include 2’ wide shoulders where possible.
- C. Interurban. No report.
- D. Fire Authority. Township Representative Reggie Smith presented the Board with the 2005 report of projects, purchases, call summary, and response times. He also included the 2004/2005 annual financial audit which reflected conformation to generally accepted accounting principals. Roerig commended Smith on the outstanding job being done by him, the Fire Board and the department. Board agreed and thanked him for the information.

- E. Website. Wright submitted for consideration a quote to update the site by web designer Julie Abel. Board agreed changes were necessary to keep pages current. **Moved by Roerig, seconded by Wright to approve \$700 for website updates.** Carried unanimously.
- F. Michigan State Police Report. Trooper Duncan informed Board the South Haven post has taken 403 complaints in January and the Saugatuck detachment has taken 62 of them. He agreed of the need to resurface Old Allegan Road especially for emergency vehicles and school busses. Duncan also informed Board of the intent to expand the detachment should additional space become available. Roerig asked if the basement or an old school portable could be utilized. Board discussion ensued and it was agreed to investigate utilizing the adjoining office when it becomes available.

Public comment was offered, no comments were received.

There being no further business it was **Moved by Gudith, seconded by Wright to adjourn at 8:35 p.m.** Carried unanimously.

Jane Wright, CMC, Township Clerk

Date

Henry Gudith, Township Supervisor

Date