

# Saugatuck Township Regular Board Meeting

Regular Meeting Minutes

September 8, 2021

Meeting held via Zoom

## **Call to Order:**

Supervisor Osman called the meeting to order at 6:00PM

## **Roll Call:**

Present: Aldrich, Helmrich, Marcy, Osman

Absent: Bigford

Manager Frey read Zoom instructions.

## **Approval of Agenda:**

Motion by Helmrich, seconded by *Marcy*, to approve the agenda.

Supervisor Osman called a voice call:

All ayes, motion carried.

## **Public Hearing 66<sup>th</sup> Street Special Assessment**

No public comment. Supervisor Osman closed the public hearing at 6:05pm.

## **Public Comment:**

*Scott Bosgraaf, spoke in regards to man made bodies of water, and setbacks in regards to bodies of water. Concerned the requirements will make many lots undevelopable. Suggests legal review of the ordinance.*

*Richard Waskin, commented on manmade pond ordinance. Agreed with Scott Bosgraaf and his concerns.*

## **Approval of the Consent Agenda:**

Motion by *Aldrich*, seconded by *Helmrich*, to approve the September Consent Agenda, with the addition of the letter from Bob Edder.

Supervisor Osman called a voice call:

All ayes, motion carried.

## **Old Business:**

No old business.

**New Business:**

Agenda Item: 1 Appointments

Manager Frey introduce the agenda item and suggested to proceed with going down the list of open appointments.

Library Board Appointment

Manager Frey noted that Library Board applicant Harry Adams was not attending as he was out of town.

Supervisor Osman asked Mr. Blatt to introduce himself. Treasurer Helmrich asked question regarding needed issues or strategies of the library board. Supervisor Osman questioned his commitment and availability to serve the library board. Mr. Blatt stated he was available and committed. Trustee Marcy asked if he has any history of volunteering with the library and what inspired him to run for the position. Mr. Blatt stated he is currently a Friend of the Library and a passionate reader in his retirement, that he is currently on the STFD and worked vaccine clinics and is looking for another way to serve the community.

Motion by Treasurer Helmrich to appoint Mr. David Blatt to the Saugatuck-Douglas Library Board as the Saugatuck Township representative. Seconded by Trustee Marcy.

Supervisor Osman called a voice call:

All ayes, motion carried.

Planning Commission Appointment

Manager Frey noted that Harry Adams was not present.

Supervisor Osman asked for a brief background from Chris Cowling. Treasurer Helmrich questioned if Mr. Cowling had the chance to review the Township's Master Plan. Mr. Cowling stated he had not read it in its entirety. He also spoke in regard to his concerns for Blue Star & Old Allegan intersections. Supervisor Osman questioned his availability and commitment. Mr. Cowling stated he is now a full-time resident of Saugatuck Township, and he is available for all meetings. Trustee Marcy had no questions but stated empathy in regard to Bluestar/ Old Allegan as she also lives in the area. Treasurer Helmrich asked if he was open to training. Mr. Cowling said yes. No other questions for Mr. Cowling.

Supervisor Osman asked for a background from Jackie Ground. Treasurer Helmrich questioned what in the past 16 years that Ms. Ground has lived in the Saugatuck area, what issues does she see that needs to be addressed by the planning commission. Ms. Ground responded that she is very concerned with the lack of affordable housing available to young people and new families and that she is concerned the area is becoming a second home location only. She would like to see additional business development that would attract year round people. Her other big concern is conservation. Ms. Ground stated she has skimmed through the Master Plan. Trustee Marcy asked with experience as a restaurant owner, did she see any need for changes to ordinances or policies. Ms. Ground stated nothing she could think of. Trustee Aldrich brought up the remodel of the Township offices and stated that Ms. Ground background could be helpful in the process. Trustee Aldrich stated that she knows Ms. Ground on a personal level and she feels her background and concerns are a good match for the township. Supervisor Osman questioned her availability and commitment. Ms. Ground stated she is both available and committed to serve. No other questions for Ms. Ground.

Supervisor Osman asked for a background from Jeanette Locher. Treasurer Helmrich had no questions as Ms. Locher's introduction answered them. He reiterated Ms. Locher's love of nature, desire to save trees, and interest in the trails. Supervisor Osman questioned the availability and commitment. Ms. Locher stated she is available and committed to serve. No other questions for Ms. Locher.

Supervisor Osman introduced Ms. Marcia Sikora. Treasurer Helmrich asked if she had reviewed the master plan. Ms. Sikora has not. Treasurer Helmrich asked if there was something the Board should spend more time on. Ms. Sikora responded affordable housing is important. Supervisor Osman asked about year round availability. Ms. Sikora is available all year. No other questions for Ms. Sikora.

Supervisor Osman handed the floor over to Connie Thacker. Ms. Thacker stated that she is a full time resident since 2013, she is available year round, she is an attorney and owns 3 law firms in the surrounding area. She is also a real estate broker. She is concerned with the traffic and the development in the township. She has not read the full master plan, but has read parts. Believes her background in law and real estate would be beneficial to the Board. Trustee Marcy asked if there were any additional concerns regarding construction or developments. Ms. Thacker stated she doesn't have any specific concerns. But she is watching the current development going in behind Gas Light Estates, where she lives, to make sure it is done correctly and maintains the feel of the community. Treasurer Helmrich asked which real estate company she is affiliated with. Mr. Thacker said the law firm owns their own brokerage company as it is helpful with family law that they practice as a courtesy to their clients. No additional questions for Ms. Thacker.

Supervisor Osman reached out to Mr. Chad Vanhorn. Mr. Vanhorn was not on the zoom.

Supervisor Osman explained the process of appointment and that this appointment is for a partial term. She recommended to those who are not selected to reapply when the next opening becomes available.

Supervisor Osman Motions to appoint Jacqueline Ground to the Planning Commission. Trustee Aldrich supports the motion, Treasurer Helmrich seconds.

Mr. Vanhorn was having technical issues with the zoom and was now able to unmute the call to address the board. Says he feels he would be able to bridge the gap between developers and the community and feels that is very important to the township. No additional questions for Mr. Vanhorn.

Supervisor Osman returns to motion to appoint Jacqueline Ground to the Planning Commission. Previously supported by Trustee Aldrich, Seconded by Treasurer Helmrich.

Supervisor Osman called a voice call:

All ayes, motion carried.

#### Harbor Authority Appointment

Supervisor Osman proceeds to next appointment for Harbor Authority. Holly Engel introduces herself. She is a full time resident, has lived in the township for the past 5 years. Ms. Engel is a lender with Huntington Bank, a Coast Guard Captain, and is Secretary & Treasurer for Saugatuck Sports Fishing, employee of Pottawattamie Marsh. Dick Waskins is very impressed by Ms. Engels history and involvement and feels she would be a huge asset to the Harbor Authority. Treasurer Helmrich commented on the history of joining the Harbor Authority. Treasurer Helmrich wanted to know if there was anything that was of concern that the HA should address. Ms. Engel stated the lack of docking is of concern and she would like to see this addressed. Ms. Engel is also concerned with the Asia Carp and the future impact on the Kalamazoo River. No additional questions for Ms. Engel.

Supervisor Osman asked Ms. Jeanette Locher to speak on appointment to the Harbor Authority. Ms. Locher is concerned with the PFAS and contaminates in the water. Is concerned with the proposed marina at the mouth of the river from North Shores of Saugatuck. No additional questions for Ms. Locher. Ms. Locher then stated that the other two applicants more qualified and withdrew her application. Treasurer Helmrich Motions to appoint Holly Engel to the Harbor Authority. Trustee Marcy supports.

Supervisor Osman called a voice call:

All ayes, motion carried.

#### ZBA Liaison Appointment

Treasurer Helmrich motions to appoint Dave Ihle as the ZBA Liaison. Trustee Aldrich supports.

Supervisor Osman called a voice call:

All ayes, motion carried.

Agenda Item 2: 66<sup>th</sup> Street Special Assessment

Manager Frey introduce the agenda item.

Trustee Marcy motions to approve Resolution NO. 2021-11 Confirmation of Special Assessment Roll; Lien; Payment and Collection of Special Assessment. Trustee Aldrich supports. No Discussion.

Supervisor Osman called a voice call:

All ayes, motion carried.

Agenda Item 3: Proposed Manmade Waterbody Ordinance

Supervisor Osman introduced the agenda item. Treasurer Helmrich states that the proposed ordinance does not affect anything under ¼ acre, meaning that swimming pools and coy ponds are still allowed as was stated as a concern during public comment.

Motion by Trustee Aldrich, seconded by Trustee Marcy, to adopt the proposed manmade waterbody ordinance. Supported by Trustee Marcy.

Supervisor Osman called a voice-call:

All ayes, motion carried.

Agenda Item 4: Pond Moratorium

Supervisor Osman introduce the agenda item.

Motion by Trustee Aldrich, seconded by Treasurer Helmrich, to approve Resolution No. 2021-12: A Resolution to Impose A Temporary Moratorium On Zoning Permits To Construct Manmade Waterbodies. No Discussion.

Supervisor Osman called a voice roll:

All Ayes, motion carried.

Agenda Item 5: Bike Trail Report & Maintenance Agreement Pt 1

Manager Frey introduced the agenda item. Briefed the board on the proposal as presented by the joint committee for the non-motorized trail.

Motion by Trustee Marcy, seconded by Trustee Aldrich, to approve the first of two reports and recommendation to the three governing bodies: Resolution No. 2021-13 and modification to Memorandum of Understanding as presented.

October 15 is deadline with MDOT. Marcy states this proposal must be presented tonight due to the deadline for the MDOT grant. It is subject to change. States 4 group collaborating in addition to engineering firms, many different opinions yet everyone agrees at the end of the day. Osman clarifies if the township wishes to move forward it must be decided on today. Treasurer Helmrich questions grant funds amount. Manager Frey believes each grant is for \$300,000, for a total grant amount of \$600,000. Treasurer Helmrich questions if City of Saugatuck will apply for both grants as well. Manager Frey clarifies the City of Saugatuck will apply for two grants, one on behalf of everyone. The engineer will assist with the application process. Manager Frey recommends a letter of support.

Supervisor Osman called a voice roll:

All ayes, motion carried.

Agenda Item 5: Bike Trail Report & Maintenance Agreement Pt 2

Manager Frey introduces second motion for Trail Report. Confirmed that the same match, one amount, can be used for both grants.

Supervisor Osman suggests raising match amount from \$5,000 to \$10,000 not to exceed the City of Saugatuck funds. Supervisor Osman clarifies that the board will not have to vote on match amounts, that the amount is automatically approved up to \$10,000. Trustee Marcy supports increase to \$10,000 questions concern of City of Saugatuck committing a match. Supervisor Osman states this is not of a concern to her based on what has been discussed by the City. Manager Frey clarifies funds are not being dispersed at this time, it is for this grant phase. A budget adjustment will not be needed until the grant is awarded.

Trustee Marcy motions, seconded by Treasurer Helmrich, to authorize the Township Non-Motorized Trail Representatives to negotiate a local match to not exceed \$10,000 and not to exceed the City of Saugatuck matching funds for this first phase of grants.

Supervisor Osman called a voice call:

All ayes, motion carried.

Agenda Item 6: Trail Embankment Proposal Review

Supervisor Osman introduced the agenda item. Manager Frey explained the budget and the RFP bids received, along with the deadline to have the work completed by the end of this fall. Supervisor Osman clarifies this is for repair to the bike trail, and the bid came in under budget. Trustee Marcy requested explanation of repair. Manager Frey explained the culvert repair near the fire department and the declining condition since the utility pole at the same location was hit by a truck causing more damage and the work to be done to repair the trail. Marcy questions guarantee or warranty of work. Manager Frey explained that Prein & Newhof will sign off on the design. Treasurer Helmrich questions who was the original contractor of the trail. Manager Frey states due to a time lapse the original contractor was not able to conduct the repairs.

Motion by Trustee Marcy, Seconded by Trustee Aldrich to accept the recommendation from the Township Engineer to hire Al's Excavating to repair the non-motorized trail for \$28,225.00.

Supervisor Osman called a voice call:

All ayes, motion carried.

**Reports:**

*Treasurers Report:*

Treasurer Helmrich gave a report.

*Committee Reports:*

No update on the roads. Still work in progress regarding Blue Star.

Trustee Aldrich gave a report on the Fire Department.

Treasurer Helmrich gave a report on the Planning Commission and their work with the sub-committees.

Manager Frey stated that the Park & Recreation Commission has not met due to a lack of quorum. However, they did have a good work group meeting.

Manager Frey gave an update on the Kalamazoo Lake Sewer & Water Authority.

No Emergency Services update.

Dick Waskins gave a report on the Harbor Authority.

*Managers' Report:*

Manager Frey presented his report and gave a brief update.

**Open Board Report:**

Trustee Aldrich – Excited over new appointments and the number of applicants who applied.

Trustee Marcy – Agreed, happy with the number of applicants who applied.

**Public Comment:**

*Dick Waskins wanted to note that it was difficult to hear comments from those who were at the township hall.*

*Mr. Wierenga agreed with Dicks comment, lots of feedback from those at the township. Happy with the new pond ordinance.*

**Adjournment:**

A motion by Trustee Aldrich, seconded by Treasurer Helmrich to adjourn the meeting at 8:15 PM

Supervisor Osman called a voice call:

All ayes, motion carried.

Meeting Adjourned at 8:15 PM

I Abby Bigford, Township Clerk, certify that these minutes were approved on Oct 13, 2021 by the Township Board.

Abby Bigford  
Township Clerk

Oct 13, 2021  
Date