

Saugatuck Township Board
Regular Meeting
March 10, 2021
Minutes

Supervisor Osman Called the meeting to order at 6:00pm

Zoom Instructions: Manager Frey gave Zoom instructions for public participation. All votes should be taken via roll call. Also please say your name before speaking. Mute yourself when you are not speaking. This meeting is being recorded. Please do not interrupt. If any public member is disruptive in a way that interferes with the board conducting their business, they will be blocked. Also highlighted that if there are any individuals that would like to participate, but need special accommodations, we will do our best to make those adjustments. Please do not click on any links on Zoom.

Roll Call: All present

Approval of Agenda: *Bigford moved to approve the agenda as presented. Supported by Marcy. Roll call vote: all yes. Approved 5-0.*

Public Comment: None

Consent Agenda: *Aldrich moved to approve the Consent Agenda. Supported by Marcy. Discussion: Helmrich- please note that the Tax Disbursements were added to the consent agenda. Roll call vote: all yes. Approved 5-0.*

ORV Resolution: Osman- we were asked to support a County Wide ORV ordinance. From our previous discussion, I recall that there was not support from board members or residents for this. Bigford there was a map of another County in one of our previous packets that had adopted a County wide ORV ordinance except for a few townships on the lakeshore. Does not think this is a good fit for our township. Osman- concurs. Helmrich- thinks it's inappropriate for our township. Aldrich- does not support the resolution either. *Aldrich moved to not support the County Wide ORV Ordinance. Supported by Marcy. Discussion: none. Roll call vote: all yes. Approved 5-0. Osman- will contact the person who has been supporting this regarding our decision.*

Historic District: Helmrich- this is a subject that has come up several times during public comment and through correspondence and we have not taken any action on it. We have had several experts in this area suggest that we form a Historic District. I am suggesting tonight that we ask our Planning Commission and our Zoning Administrator to research this and advise if it is appropriate, the process involved and what would need to happen. Frey- the Planning Commission can make a recommendation and the Township Board would take action on it. Osman- it does sound like this is something we want to support but it is not at the top of our priority list and the Planning Commission is very busy. Helmrich- one of the special Committees could address this

with the help of the experts who have weighed in on this. Osman- as the Board Liaison, your comments are well received. Marcy- would like to explore the Pros and Cons. Does not want to put unreasonable restrictions on our residents. Bigford- has Zoning Administrator Wells been included in this conversation? Helmrich- yes. Frey- Wells has stated that if the Township Board identifies this as a priority, then the Planning Commission or one of its subcommittees will take this on. They can look at Pros and Cons to present to the Board. *Helmrich moved to instruct the Planning Commission to investigate the Pros and Cons of a Historical District at the mouth of the Kalamazoo River and report back to the Township Board. Supported by Aldrich. Roll call vote: all yes. Approved 5-0.*

Intergovernmental Recycling Committee update: Garnet Lewis, member of the Saugatuck City Council and Chair of the Recycling Committee. This committee started its work last April and gathered information on what the recycling wants and needs are. We have addressed the "Yellow Bag" issue. We have started a FB page. The Commercial Record has been incredible with publishing articles 2 times a month regarding "green living" Have begun work looking at single hauler contracts for waste. There is not a mechanism to collect household hazardous waste in our Tri-Community area. The committee strives to keep their efforts low to no cost but is asking the Tri-Communities for financial help on the household hazardous waste issue. We have not had a contract since 2008. The Fire Department has agreed to host a household hazardous waste collection day. The ask for the Township is \$1250. Aldrich- supports this; it has been a long time coming. Bigford supports the Township contributing to this and appreciates the Committee for being so cost conscience. Osman - would like to take action on this in April after everyone has had a chance to really look at the report.

STFD Statistic Report: Osman- Chief Janik could not be here tonight to present the report, but there is a comprehensive report included in tonight's packet. We do not need to take any action on this.

Tri-Community Recycling Ad Hoc Committee - Fourth Appointment: Osman- Laurie Goshorn has been attending these meetings and has been actively involved. Chair Lewis supports this appointment. Each of the 3 communities are adding a 4th member. Goshorn- spoke about her involvement in the committee and her desire to continue and be formally appointed to the committee. *Helmrich moved to appoint Laurie Goshorn as the fourth Saugatuck Township member of the Tri-Community Recycling Committee. Supported by Marcy. Discussion: Bigford thanked Goshorn for all of her work for the Township including her work for parks and elections. Aldrich thanked Goshorn for all of her work as well; she even helped on Blue Star Hwy. trash clean up day. Roll call vote: all yes. Approved 5-0.*

Supervisor Proclamation: Supervisor Osman read into record Proclamation No. 210226-P2, a proclamation of appreciation to Carole Baumbach for her 44 years of dedicated service to Saugatuck Township. The full proclamation is part of the packet. Aldrich- you just do not see that kind of long term dedication these days. Thanks Carole and acknowledges that she will be missed. Osman- the residents absolutely love

Carole. They will miss her more than we do. Marcy - Carole is always so positive. 44 years is an incredible amount of time. Helmrich- will miss her zest. Marcy- thanks Scott Sullivan for the wonderful newspaper article about Carole. Scott Sullivan- it was my pleasure. I have been a big fan of Carole for years.

Riverside System Resolution: Osman- The Riverside Mobile Home Park has changed ownership. It is now mandated that EGLE obtain approval from the local municipality that they are not responsible for the independent utility system at the park. Frey- This approval for the Riverside Community park is a formality required for ownership and a continuance of the current arrangements. I have confirmed that KLSWA does not service this area. Nothing is changing. *Bigford moved to adopt the attached Riverside Utility System Resolution as presented. Supported by Helmrich. Discussion: none. Roll call vote: all yes. Approved 5-0.*

Township Manager Contract: Osman- assumes everyone has had a chance to review this. Our attorney Bultje has reviewed the contract and some minor adjustments were made. *Aldrich moved to approve the Employment Agreement for Township Manager between the Township of Saugatuck and Joe R. Frey that was agreed to by Supervisor Osman and Clerk Bigford. Supported by Marcy. Discussion: Helmrich- glad this is completed and congratulations to Mr. Frey. Roll call vote: all yes. Approved 5-0. Frey- thank you. Looks forward to working with you all.*

Planning Commission and Zoning Board of Appeals Opening: Osman- we received Bill Rowe's letter of resignation from the Planning Commission and the Zoning Board of Appeals effective March 31, 2021. We need to formally accept his resignation and post the vacancy. *Aldrich moved to accept Bill Rowe's resignation from the Township Planning Commission and Zoning Board of Appeals effective March 31, 2021. Supported by: Marcy. Discussion: Marcy- how long has Rowe served? Osman- I think 13 years. Roll call vote: all yes. Approved 5-0. Helmrich moved to approve the posting of a vacancy on the Township Planning Commission and Zoning Board of Appeals with closing date of March 31, 2021 and that the Township Board will conduct interviews with possible appointment scheduled for the April 2021 Board meeting. Supported by Marcy. Discussion: none. Roll call vote: all yes. Approved 5-0.*

Treasurer's Report: Helmrich- General fund bank balance on 3/1/21=\$2.7M- includes the CD liquidation of \$766K. Total Revenue YTD is 3% ahead of budget and YTD expenses are 14% below budget. In General Fund only, revenue is ahead of budget; expenses are 4% below budget. All numbers are stronger than last month due to increases in property tax payments and revenue activity. There continue to be no departmental overages. Significant revenue lines ahead of budget include: Light Districts, Admin. Fees, building permits, annual marijuana permits, sales on cemetery plots- 20 - 28% range of positive overages. Fiscal state of the Township is excellent. Investments: CLASS account is at \$1,000,306; up \$115 from January 31st. \$300K to be invested with D.A. Davidson this week. Winter tax collections ended at 95% of billed properties received at 2/16/21; 136 parcels turned over to the County for collection. Our

settlement with County Treasurer is set for 3/16/21. Tax disbursements were addressed in the consent agenda. Winter #5 \$886K and Winter #6 estimated \$853K.

Planning Commission: Helmrich - The Planning Commission met via Zoom on Monday, February 22, 2021. There was no Public Comment upfront or at end. Special Approval Use and Site Plan review of Big Thumper Express, a trucking operation located in an Agriculture zoning district on 66th Street. Much discussion on the history, the state of the current business, and the fact that none of the business activities occurring there are allowed by current ordinances. Public comments made on the noise and lack of any buffers. Attorney for a neighbor spoke. PC members asked about lack of Home Business license being obtained and the apparent lack of communication from owner to Township government over a 15 year period. PC voted 6-0-1 to deny the Special Use or the site plan submitted. Site Plan Review of Saugatuck Mini-Golf located across from Township Hall. After review of the submitted plans for the project, the PC voted 7 – 0 to approve. Update on process to form the Special Committees of the PC. Next regular PC meeting will be on Monday, April 26 at 7:00pm via Zoom most likely.

Road Commission- Marcy- gave a brief update from Craig Atwood from the Allegan County Road Commission regarding road projects.

Fire Board Report: See detailed report in packet. Aldrich- there have been 6 new paid on call staff hired. 5 are certified fire fighters. Lake Vista donated a pallet of bottled water to the Fire Department.

Kalamazoo Lake Water and Sewer Authority: Manager Frey gave an update.

Interurban Board- Board approved FY 2020 audit and a copy of the audit is at each municipality. The billboard sign located on Blue Star owned by Joe Milauckas will be advertising the Interurban. Board approved the proposed 2021 hours. Submitted by Lori Babinski, Saugatuck Township Rep.

Open Board Report: Osman- will contact the advocate for the ORV ordinance. Thanked all board members for going above and beyond in their respective roles. Marcy-recommended that all board members read the book Strong Towns. Summarized some conversations she has had with residents regarding the Tri-Community Master Plan, Tree Ordinances, and affordable housing. Aldrich- advocated for plowing the bike trail in the future.

Managers Report: Frey gave updates on the Open Meetings Act and meeting remotely. The Board agreed that they would like to continue to meet remotely at this time. This will be put on the agenda for April to take formal action. The full manager's report is part of the packet.

Public Comment: Daniel Defranco- thanked the Board for the support they have shown to the Recycling Committee. Encouraged all Board members to review the report sent by Lewis. Asked the Board to approve the budget request for the household hazardous

waste collection. Suggested that the Board look into adding an informational recycling section to their website. There is content available for this.

Marcy moved to adjourn the meeting of March 10, 2021. Supported by Aldrich. Roll call vote: all yes. Approved 5-0.

Prepared by:
Abby Bigford
Township Clerk