

**SAUGATUCK TOWNSHIP BOARD
REGULAR MEETING**

**WEDNESDAY, FEBRUARY 5, 2014 6:00 p.m.
SAUGATUCK TOWNSHIP HALL
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

MINUTES

Supervisor Wester called the meeting to order at 6:00 p.m. and led in the Pledge of Allegiance.

Members Present: Supervisor Bill Wester, Clerk Brad Rudich, Treasurer Lori Babinski, Trustee Jonathan Phillips. Also present, Acting Manager Aaron Sheridan.

Members Absent: Trustee Roy McIlwaine.

Public Comment: Wester opened public comment. Jon Helmrich and Patty Birkholz spoke in support of MiPlace, an initiative for placemaking in Michigan. Future events will focus on community benefits that will provide residents better quality of life. Mary Whiteford of Casco Township spoke to ask for support in her campaign for Michigan State Representative.

Approval of Agenda: Wester asked for any additions or deletions to the agenda, or changes to the consent agenda. Rudich asked to add River Bluff Park Easement to unfinished business. Wester brought the consent agenda to the floor for approval.

- A. Accounts Payable Invoice Register
 - i. Al Ellingsen through Scholten & Fant
Total to be paid \$4,459.47
 - ii. Checks issued to be post-audited
(check register attached)
- B. Bills by Fund – see Invoice Register
- C. Payroll (check register attached)
- D. December 31, 2013 Balance Sheet and Revenue & Expenditures.
- E. Approval of Minutes –
 - i. January 8, 2014 Regular Meeting
 - ii. January 8, 2014 Special Meeting

Motion by Rudich was seconded by Wester to approve the agenda. Carried 4 to 0.

Correspondence:

None

Unfinished Business:

- A. Single Family Home Rental Permits. Manager Sheridan explained the Resolution would establish a fire safety standard for Home Rentals with inspections by the Fire Chief that would cost \$50 for a 3 year permit. The Resolution would adopt the Ordinance. Wester made the motion to adopt the Single Family Home Rental Permit Resolution, with second by Phillips. Roll call vote: Phillips-yes, Wester-yes, Babinski-yes, Rudich-yes. Resolution passes 4-0.
- B. Friends of the Blue Star Trail. Sheridan stated The Blue Star Trail Memorandum of Understanding is an agreement between the Friends of the Blue Star Trail, the Allegan County Community Foundation and Saugatuck Township for the construction of the Bicycle Trail through Township. The Township would

create an escrow account where expenses would be paid from. Allegan Community Foundation would reimburse the escrow when it is depleted. The Township would become the owner of its portion on the Trail. Motion made by Wester to adopt the Friends of the Blue Star Trail Agreement with a second from Babinski. Roll call vote: Babinski-yes, Wester-yes, Rudich-yes, Phillips-yes. Agreement passes 4-0.

- C. River Bluff Park Easement. Wester presented finished easement for River Bluff Park for use in Harbor Dredging. Sheridan stated the Township was waiting for an Insurance Certificate with the Township as additionally insured, and that he and Jon Helmrich would follow up. Wester made the motion to approve the River Bluff Easement with support from Phillips. No discussion. Motion passes 4-0.

New Business:

- A. Resolution to Amend the Saugatuck Township Consolidated Fee Schedule. Sheridan stated the schedule needed to be updated to make all inspections fees the same \$50.00 fee. This is the Zoning Permit fee in particular. Wester asked if this was in line with the cities fees, Sheridan agreed it was. Rudich made the motion to amend the consolidated fee schedule, with support from Wester. Roll call vote, Wester-yes, Phillips-yes, Rudich-yes, Babinski-yes. Motion passes 4-0.
- B. Resolution to Decrease Interest Rate on Sewer Special Assessment District. Wester explained that residents would receive a lower interest rate on unpaid special assessments thanks to the work of Sheridan. Babinski made the motion to adopt the resolution with support from Rudich. Roll call vote, Babinski-yes, Rudich-yes, Wester-yes, Phillips-yes. Resolution passes 4-0.
- C. Resolution for Road Millage Renewal. Sheridan explained that this was the second of two millages to renew for township roads, every 5 years. Motion made to adopt the Resolution for Road Millage Renewal made by Phillips and seconded by Wester. Roll call vote, Rudich-yes, Wester-yes, Phillips-yes, Babinski-yes. Resolution passes 4-0.
- D. 2014 Road Work Orders. Wester presented the three (3) County road work orders for mowing, dust control and shoulder work. Wester made the motion with Phillips supporting. No discussion. Motion passes 4-0.
- E. Job Classification plan. Sheridan explained that he had updated the individual job classifications in the personnel policy, which state job descriptions and duties. Sheridan stated that it was important to keep the personnel policy up to date. Wester asked if everyone was comfortable voting on the updates. Wester made the motion to approve, with Rudich supporting the motion. No discussion. Motion passes 4-0.
- F. Legal Fee Billing Rate. Rudich asked that Wester request from Attorney Bultje a rate reduction for 2014. Wester stated he would e-mail Attorney Bultje. Wester made the motion to table the request, with Rudich supporting the motion. No further discussion. Motion passes 4-0.

Committee Reports:

- A. Planning Commission. Rudich reported that the planning commission discussed plans from Ox-Bow and the Hooten Inn. Fracking seminars in Ottawa County in March.
- B. Road Commission. Sheridan reported that he attended the Allegan County Road Commission annual meeting, on projects for the year. Blue Star Highway would be resurfaced in 2015, but milling on the road would be done in 2014. The millings could be used in the township to repair other roads.
- C. Interurban. Babinski reported that the Interurban audit was available and Sherri Giller's retirement was nice.
- D. Fire Board. Wester reported for McIlwaine. Wester asked residents to clear fire hydrants from snow.
- E. Harbor Authority Liaison. Jon Helmrich reported that the long term planning committee will use Edgewater Resources for help in planning. The Harbor Authority and Conventions Visitors Bureau will go forward with plans to change the name of the harbor to The Saugatuck-Douglas Harbor.

F. Supervisor's Report. Wester reported that internet DSL lines might be available in more areas, but homeowner's must call to check.

Public Comment: Wester opened the meeting to public comment. None.

Wester stated having no further business to come before the board we stand adjourned. Meeting was adjourned at 7:48 p.m.

Brad Rudich, Clerk