



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, MAY 06, 2024 AT 7:00 PM  
86 W CENTER ST., DOUGLAS MI**

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**MINUTES**

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1. **CALL TO ORDER:** By Mayor North
2. **ROLL CALL:** By Clerk Kasper  
PRESENT  
Mayor Cathy North  
Councilmember Jerome Donovan  
Councilmember John O'Malley  
Mayor Pro-Tem Randy Walker  
Councilmember Gregory Freeman  
Also Present City Manager Lisa Nocerini  
City Clerk Laura Kasper  
ABSENT  
Councilmember Neal Seabert  
Councilmember Matt Balmer
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor North
4. **MOMENT OF SILENCE - PHYLLIS A. SEABERT**
5. **CONSENT CALENDAR**
  - A. Approve the Council Meeting Agenda for May 6, 2024
  - B. Approve the Council Workshop Meeting Minutes for April 15, 2024
  - C. Approve the Council Regular Meeting Minutes for April 15, 2024
  - D. Approve the Council Workshop Meeting Minutes for April 17, 2024
  - E. Approve the Council Workshop Meeting Minutes for April 22, 2024
  - F. Approve the Council Workshop Meeting Minutes for April 29, 2024
  - G. Approve invoices in the amount of \$104,007.63
  - H. Council Budget Workshop Meeting - May 20, 2024 at 5:30 pm
  - I. Special Event - Farmers Market

*Motion by Freeman, second by O'Malley, to approve the Consent Calendar of May 6, 2024 – Motion carried by unanimous roll call vote.*

6. **PUBLIC COMMUNICATION – VERBAL:** No communication received
7. **PUBLIC COMMUNICATION – WRITTEN:** No communication received

## 8. UNFINISHED BUSINESS

- A. 415 Wiley Contractor - Next Steps Discussion – Councilmembers will review the information gathered from the contractor interviews to prepare their decision for the next steps. This discussion and direction will take place at the next regular meeting.

## 9. NEW BUSINESS

- A. Prein & Newhof - Wastewater and Stormwater Capital Improvement Plans – Presentation – Lucas Timmer with Prein & Newhof led the presentation and addressed Councilmembers' questions.
- B. Michigan Municipal Risk Management Authority (MMRMA) – Presentation - Tim McClorey, Risk Manager from the MMRMA led the presentation and addressed questions from Councilmembers.
- C. Michigan Municipal Risk Management Authority Coverage (MMRMA) – City Manager Lisa Nocerini provided Councilmembers with further details and gained benefits of the coverage.

*Motion by Walker, second by Freeman, to approve a contract with the Michigan Municipal Risk Management Authority (MMRMA), to provide municipal and liability property coverage from July 1, 2024 to June 30, 2025. – Motion carried by unanimous roll call vote.*

- D. Flywheel Community Development - Statement of Work/Proposal - City Council Building Committee met with Housing Next and Flywheel Community Development Services, LLC, to address the need for affordable housing in Douglas, with the proposal of a workshop and ongoing technical assistance.

*Motion by O'Malley, second by Walker, to approve entering into a professional service agreement with Flywheel Community Development Services, LLC, in the amount of \$3,500.00, with the funding coming from the professional services account. – Motion carried by unanimous roll call vote.*

- E. Garandana Storm Sewer Work Award – RFP was noticed in early spring, with the public bid opening at City Hall.

*Motion by Walker, second by Freeman, to approve the awarding of Site Work Solutions, Inc. for the Garandana storm sewer project, contingent on signed easement agreements and payment for the alternate work, for the total amount of \$57,340.00. – Motion carried by unanimous roll call vote.*

## 10. REPORTS

- A. Commission/Committee/Boards
  - 1. Planning Commission – meets on 5/9
  - 2. Kalamazoo Lake Sewer Water – workshop meeting 5/17
  - 3. Downtown Development Authority – gateway sign is receiving positive feedback, Derby Day was successful, and farmers market to start on 6/18
  - 4. Kalamazoo Lake Harbor Authority – no report
  - 5. Douglas Harbor Authority – no report
  - 6. Douglas Brownfield Authority – meets on 5/9
  - 7. Fire Board – meets on 5/13
  - 8. Community Recreation – no report
  - 9. Playground Committee – no report
- B. Administration Report – City Manager Nocerini mentioned the demolition is completed of the home lost by fire, thanked everyone for assisting with downtown clean-up projects, continuing the upgrades to the Veteran Memorial area and flower beds, and Derby Day was successful and well-attended.

- 11. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA):** Patrick Reaume – stated concerns regarding short-term rentals and the need for action.
- 12. COUNCIL COMMENTS:** Freeman and O'Malley thanked City Manager Nocerini for her hard work.
- 13. MAYOR'S REPORT/COMMENTS:** Mayor North thanked City Manager Nocerini for doing a great job and mentioned the success with Derby Day.
- 14. ADJOURNMENT**

*Motion by Walker, second by Freeman, to adjourn the meeting.*

Approved on this 20<sup>th</sup> day of May 2024

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Cathy North, Mayor

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Laura Kasper, City Clerk

#### **Certification of Minutes**

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of the Village of Douglas held on May 6, 2024, I further certify that the meeting was duly called and that a quorum was present.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Laura Kasper, City Clerk