



**THE CITY OF THE VILLAGE OF DOUGLAS  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, NOVEMBER 18, 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 Neal Seabert  
Councilmember John O'Malley  
Mayor Pro-Tem Randy Walker  
Councilmember Gregory Freeman  
Councilmember Matt Balmer  
Also Present City Manager Lisa Nocerini  
City Clerk Laura Kasper  
Planning and Zoning Administrator Sean Homyen
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor North
4. **ELECTION OF OFFICERS:** Newly re-elected Councilmembers O'Malley, Freeman, Walker, and Seabert were given the oath of office by City Clerk Kasper.
  - A. Election of Mayor – *Cathy North nominated as Mayor by Walker, seconded by Balmer, the unanimous vote by ballot was certified by roll call vote.*
  - B. Election of Mayor Pro-Tem – *Randy Walker nominated as Mayor Pro-Tem by Balmer, seconded by O'Malley, the unanimous vote by ballot was certified by roll call vote.*
5. **CONSENT CALENDAR**
  - A. Approve the Council Meeting Agenda for November 18, 2024
  - B. Approve the Council Regular Meeting Minutes for November 4, 2024
  - C. Approve the Council Workshop Meeting Minutes for November 11, 2024
  - D. Approve Invoices in the Amount of \$73,996.87
  - E. 2025 Board Meeting Schedule

*Motion by Balmer, second by O'Malley, to approve the Consent Calendar of November 18, 2024. – Motion carried by unanimous roll call vote.*

6. **PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY):** Demetrhea Terrien mentioned the Pickleball Club was very welcoming. Charity Nosse stated concerns with the Westshore PUD trails.

7. **PUBLIC COMMUNICATION – WRITTEN:** None

8. **UNFINISHED BUSINESS:** None

9. **NEW BUSINESS**

A. Douglas Saugatuck Pickleball Club Agreement (L. Nocerini) President of the club Cristy Freese addressed Councilmembers.

*Motion by Walker, second by Freeman, to approve the renewal of the agreement regarding use of pickleball courts at Schultz Park between the Douglas Saugatuck Pickleball Club and the City of the Village of Douglas for three (3) calendar years beginning on January 1, 2025. – Motion carried by unanimous roll call vote.*

B. Resolution 27-2024 - Westshore PUD - Releasing Funds from the Escrow Account for Trailway System & Boardwalk Construction (S. Homyen) – Council requested that Planning and Zoning Administrator Homyen, contact the City Attorney for a status on the easement agreements completion, and moved to table the item while Homyen contacts the attorney.

*Motion by Balmer, second by O’Malley, to table Resolution No. 27-2024, to after the reports. Motion carried by unanimous roll call vote.*

Planning and Zoning Administrator Homyen reported that the City Attorney stated the easement agreements are 99% complete.

*Motion by Balmer, second by Seabert, to adopt Resolution No. 27-2024 and approve the release of funds in the following manner:*

1. *\$47,876 (50% of the boardwalk project cost) from the escrow account, upon approval of the final project plans by the City Engineer, to cover the developer's initial deposit.*
2. *\$183,000 for the construction of the trails, to be released upon completion and final inspection by the Planning & Zoning Administrator and the City Engineer.*
3. *Up to \$30,000 for landscaping and additional work (including tree installation, removal of shrubs, and construction of a fence at 723 Golfview Dr.), to be released upon completion and final inspection by the Planning & Zoning Administrator.*
4. *The estimated costs for trail construction, landscaping, and additional work may vary as the project progresses, and the release of funds will be adjusted accordingly. Motion carried by majority roll call vote. Voting Yea – Balmer, Freeman, North, Seabert, Walker. Voting Nay – Donovan, O’Malley*

10. **REPORTS**

A. Commission/Committee/Boards

1. Planning Commission – no meeting
2. Kalamazoo Lake Sewer Water – updated website
3. Downtown Development Authority – tree lighting ceremony on 11/30
4. Kalamazoo Lake Harbor Authority – no meeting
5. Douglas Harbor Authority – no meeting
6. Douglas Brownfield Authority – no meeting
7. Fire Board – calls up 19%, response time down
8. Community Recreation – no meeting
9. Playground Committee – no meeting

10. Tri-Community Wildlife Committee – meetings on 1<sup>st</sup> Wednesday of month at 6pm, focus will be the area deer and educating the public.

B. Administration Report – City Manager Nocerini – Ferry Street bid opening is on 12/3/2024, thanked Prein & Newhof, DPW, and Police for assistance on the project. Wildlife Committee had a productive first meeting. 200 Blue Star is getting back on track with PM Environmental. Reminder that 415 Wiley project will not raise anyone’s taxes.

**11. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA):** Commissioner elect Lubbers introduced himself and invited all to reach out to him.

**12. COUNCIL COMMENTS:** Donovan congratulated Councilmembers and spoke to voting against the Westshore item. Balmer mentioned siding with what the staff and attorney advise. O’Malley mentioned Kent County is taking similar action with a Wildlife Committee and would like to view the Westshore trail changes. Freeman thanked Seabert for Chairing the Wildlife Committee and thanked Douglas Voters. Seabert was looking forward to the DNR coming to the next Wildlife meeting, thanked the voters, and congratulated Mayor North. Walker thanked Seabert for chairing the Wildlife Committee, thanked voters and council.

**13. MAYOR’S REPORT/COMMENTS:** Mayor North thanked DPW for their hard work on the leaves, reminded all that the last day of pickup is December 3<sup>rd</sup>, and mentioned that the Douglas tree lighting event is on November 30<sup>th</sup>.

**14. CLOSED SESSION**

*Motion by Walker, second by Seabert, to enter into closed session per Sec: 15.268, sub-section 8 (a) of the Open Meetings Act, to consider a periodic evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing. – Motion carried by unanimous roll call vote.*

*Motion by Freeman, second by O’Malley, to exit from closed session and return to the regular meeting of City Council for adjournment. – Motion carried by unanimous roll call vote.*

**15. ADJOURNMENT**

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

Approved on this 2<sup>nd</sup> day of December 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 November 18, 2024, I further certify that the meeting was duly called and that a quorum was present.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Laura Kasper, City Clerk