



**THE CITY OF THE VILLAGE OF DOUGLAS
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JUNE 03, 2024 AT 7:00 PM
86 W CENTER ST., DOUGLAS MI**

MINUTES

1. CALL TO ORDER: By Mayor North

2. ROLL CALL: By Clerk Kasper

PRESENT

Mayor Cathy North

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

ABSENT

Councilmember Jerome Donovan

3. PLEDGE OF ALLEGIANCE: Led by Mayor North

4. CONSENT CALENDAR

A. Approve the Council Meeting Agenda for June 3, 2024

B. Approve the Council Workshop Meeting Minutes for May 20, 2024

C. Approve the Council Regular Meeting Minutes for May 20, 2024

D. Approve Invoices in the amount of \$89,085.10

Motion by Balmer, second by Seabert, to approve the Consent Calendar of June 3, 2024. – Motion carried by unanimous roll call vote.

5. PUBLIC COMMUNICATION - VERBAL (LIMIT OF 3 MINUTES, AGENDA ITEMS ONLY): Patty Hanson mentioned voting on item 8.E. during Planning Commission.

6. PUBLIC COMMUNICATION – WRITTEN: No communications received

7. UNFINISHED BUSINESS: No unfinished business to attend to

8. NEW BUSINESS

- A. John A. Meyer Appraisal Co. (L. Nocerini) – Per Council direction, a quote was received from John A. Meyer Appraisal Co, who has previously provided appraisals on other city properties. It will take approximately 30-45 days from time the engagement letter is signed to complete the reports on each of the properties.

Motion by Seabert, second by O'Malley, to approve the hiring of John A. Meyer Appraisal Co. to perform appraisal work on 441 Wiley Road, 6825 Wiley Road, and the Union Street Boat Launch to include Union Street and Lake Street, in the amount of \$7,500.00 with funds from Buildings and Grounds account (101-265.000-802.000). – Motion carried by unanimous roll call vote.

- B. Douglas Marina Demolition Proposal Award (L. Nocerini / J. Pearson) – Due to the severe state of deterioration of the buildings at Douglas Marina, A Request for Proposal (RFP) for a contractor to demolish the buildings located at 201 N Washington Street was advertised and publicly opened in late spring. Various items remaining in the house have been set for donation.

Motion by O'Malley, second by Balmer, to award Unema Plumbing and Excavating Inc. the Douglas Marina Demolition contract for a total amount of \$31,500. – Motion carried by majority roll call vote. Voting yea; Balmer, Freeman, North, O'Malley. Voting nay; Seabert, Walker.

- C. Lead Service Verification (Potholing) Change Order (L. Nocerini / J. Pearson) - On February 5, 2024, City Council awarded the contract to Plummers Environmental Services for a total of \$84,713. The contract was funded by the Drinking Water Asset Management (DWAM) grant. The City estimated the contracted work to cost \$171,900. Due to being \$87,187 under budget with the grant funding, approval for a change order to add up to 150 additional potholes in accordance with Plummers unit pricing was requested.

Motion by Seabert, second by O'Malley, to approve the change order for up to \$87,187.00 of additional potholing from Plummers Environmental Services. – Motion carried by unanimous roll call vote.

- D. Ordinance 03-2024 - Amending Procedures for Transfer of Surplus Real Property - First Reading (No Council Action Required) (L. Nocerini)
- E. Ordinance No. 04-2024 - Zoning of Annexed Parcel - 6825 Wiley Road - First Reading (No Council Action Required) (S. Homyen)
- F. Ordinance No. 05-2024 - Zoning Text Amendment - Swimming Pools - First Reading (No Council Action Required) (S. Homyen)
- G. Resolution 12-2024 - Public Hearing for FY2024-2025 Budget Adoption

Motion by Seabert, second by Freeman, to open the Public Hearing for Resolution 12-2024. – Motion carried by unanimous roll call vote.

1. Treasurer/Administration Report – City Manager Nocerini outlined some of the major expenditures presented in the recommended budget.
2. Public Comments – No comments received.
3. Council Comments – Freeman and O'Malley felt that this budget process worked well and appreciated all the detailed information provided by the administration. Balmer had no major concerns. Seabert mentioned that the budgeted funds for Beery Field improvements should be moved to more critical needs, and the possibility of local organizations holding fundraising initiatives. Walker did not agree with Seabert's statements and mentioned the need to add a pay increase for the City Manager. Mayor North agreed with Walker.

Motion by O'Malley, second by Seabert, to close the Public Hearing for Resolution 12-2024. – Motion carried by unanimous roll call vote.

Motion by Walker, second by Freeman, to adopt Resolution 12-2024, approving the Fiscal Year 2024-2025 annual budget for the City of the Village of Douglas, amended to increase the City Manager salary to \$115,000. – Motion carried by majority roll call vote. Voting yea; Balmer, Freeman, North, O'Malley, Walker. Voting nay; Seabert

9. REPORTS

A. Commission/Committee/Boards

1. Planning Commission – no meeting
2. Kalamazoo Lake Sewer Water – 2nd draft of water agreement workshop
3. Downtown Development Authority – gateway ribbon cutting ceremony this week
4. Kalamazoo Lake Harbor Authority – no meeting
5. Douglas Harbor Authority – no meeting
6. Douglas Brownfield Authority – no meeting
7. Fire Board – 6/17 tri-community budget hearing
8. Community Recreation – no meeting
9. Playground Committee – no meeting

B. Administration Report – City Manager Nocerini thanked City staff for their hard work, mentioned the Veterans memorial upgrades, and thanked Plante Moran and Council.

10. PUBLIC COMMUNICATION – VERBAL (LIMIT OF 3 MINUTES, ITEMS NOT ON AGENDA): Howard Schultz Jr. thanked City staff for continued recognition of his family heritage with Schultz park. Linda Escott spoke about volunteering at the Pride event. Hannah Mason mentioned receiving a compliance notice regarding her garden.

11. COUNCIL COMMENTS: O'Malley and Freeman thanked City staff for their hard work. Walker thanked Douglas Police, City staff, and volunteers for helping with the Pride event and complimented the flowerbeds. Seabert thought this budget went well and thanked Jenny Pearson for helping with the flowerbeds. Balmer mentioned possible appeal process for some enforcements.

12. MAYOR'S REPORT/COMMENTS: Mayor North thanked Michael Rash, Neal Seabert-2 beds, Tina Zmich & Alex Harris, Saugatuck Douglas Garden Club-3 beds, John Kerr, Mr. Miller's Art Emporium -Linda Laakso, Robin Bauer, Bracke and Company-Lincoln, Brad Hopkins, happystance-Katie Fris, Rosemont Inn-Tammy Cunnion, Douglas Congregational United Church of Christ, Shelley Rogers, Connie Vorderman, and Mary Ellen Shanahan for their work on their adopted flowerbeds.

13. ADJOURNMENT

Motion by Seabert, second by O'Malley, to adjourn the meeting.

Approved on this 17th day of June 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 June 3, 2024, I further certify that the meeting was duly called and that a quorum was present.

Signed: _____ Date: _____

Laura Kasper, City Clerk