

**Saugatuck Township
Special Board Meeting Minutes
Friday, November 4, 2022 at 2:30 p.m.
Meeting held in person & via Zoom**

Call to Order: Supervisor Bigford called the meeting to order at 2:30 PM

Roll Call:

Present: Supervisor Bigford, Clerk Israels, Treasurer Helmrich, and Trustee Marcy.

Also present: Township Manager Daniel DeFranco, Recording Secretary Morgan Arens, Elliott Sturm, and Michael Daitch.

Absent: Trustee Aldrich.

Public Comment: Bigford opened the floor for public comments. There was none.

Public Comment Closed

Approval of Agenda:

A **Motion** was made by Marcy to approve the agenda as presented. Supported by Israels.

Discussion: None

Voice Vote: 4-0.

Motion Carried Unanimously.

New Business:

Agenda Item 1: Election Compensation

On recommendation from the Township Attorney and MTA, if the Board would like Board Members to be compensated for working the election, the Board must authorize this via motion at a Regular or Special meeting.

A **Motion** was made by Marcy to authorize election compensation for all Township Board Members who work the November 8th election and for all Board Members who work any and all subsequent elections. Supported by Helmrich.

Discussion: Bigford commented that the Clerk is not compensated for the election because that is the Clerk's responsibility already. Helmrich said that the Township Board members regularly work the elections when not on the ballot.

Roll Vote:

Yes: Bigford, Israels, Helmrich, Marcy

No:

Motion Carried Unanimously

Agenda Item 2: Office Renovation Scope Change

Additional architectural, mechanical, electrical, and plumbing design work, beyond the original scope of the Township Hall Renovation project, is required due to the design committee's change to a systems approach to interior walls for the office area of the Township Hall. Abonmarche is requesting a Project Scope Change in the amount of \$3,450.00.

A **Motion** was made by Israels to approve requested project scope change from Abonmarche for the Township Office renovation project. Supported by Marcy

Discussion: None

Voice Vote: 4-0.

Motion Carried Unanimously

Agenda Item 3: Project Scope Change for Repaving 60th St

Saugatuck and Manlius Townships have agreed to share in the cost of repaving 60th St from Old Allegan Rd to 136th Ave., a total distance of 2.04 miles at a cost to the Township of approximately \$200,000. This project has been approved by the Board with the expenditure accounted for in the Budget for FY 22-23.

The Allegan County Road Commission has inquired whether Saugatuck and Manlius would like to extend the repaving project to include the stretch of 60th St south of Old Allegan to the point whether 60th terminates in a dead-end at the Kalamazoo River. This section of 60th St has a Paser Rating of 2 (very poor), just as the northern stretch of 60th St. This would extend the project by approximately .5 miles and would be at a cost of \$60,000 to be shared by both Saugatuck and Manlius Townships.

The Board should consider whether to extend the scope of the repaving project for 60th St. at a cost of \$30,000 to come out of the Road Fund.

A **Motion** was made by Helmrich to approve the adoption of the updated Financial Policy Handbook, as presented. Supported by Israels.

Discussion: None

Roll Vote:

Yes: Bigford, Israels, Helmrich, Marcy

No:

Motion Carried Unanimously

Public Comment:

1. Elliott Sturm – offered to create a proposal for basic security for the office renovation project.
2. Michael Daitch – introduced himself as an observer for the League of Women Voters and offered some information resources for the election.

Public Comment Closed

Adjournment: Supervisor Bigford adjourned the meeting at 3:09 PM

Meeting Adjourned.

MOTIONS

1. A **Motion** was made by Marcy to approve the agenda as presented. Supported by Israels.
Discussion: None
Voice Vote: 4-0.
Motion Carried Unanimously.
2. A **Motion** was made by Marcy to authorize election compensation for all Township Board Members who work the November 8th election and for all Board Members who work any and all subsequent elections. Supported by Helmrich.
Discussion: Bigford commented that the Clerk is not compensated for the election because that is the Clerk's responsibility already. Helmrich said that the Township Board members regularly work the elections when not on the ballot.
Roll Vote:
Yes: Bigford, Israels, Helmrich, Marcy
No:
Motion Carried Unanimously
3. A **Motion** was made by Israels to approve requested project scope change from Abonmarche for the Township Office renovation project. Supported by Marcy
Discussion: None
Voice Vote: 4-0.
Motion Carried Unanimously
4. A **Motion** was made by Helmrich to approve the adoption of the updated Financial Policy Handbook, as presented. Supported by Israels.
Discussion: None
Roll Vote:
Yes: Bigford, Israels, Helmrich, Marcy
No:
Motion Carried Unanimously

Respectfully,

Morgan Arens, Recording Secretary

I, Rebecca Israels, Township Clerk, certify that these minutes were approved on January 11, 2023 by the Township Board.

Township Clerk

Date