



**Saugatuck Township
Regular Meeting Minutes
Wednesday, November 8, 2023, at 6:00 p.m.
Saugatuck Township Hall
Meeting held in person & via Zoom**

Call to Order: Clerk Israels called the meeting to order at 6:00 PM

Roll Call:

Present: Clerk Israels, Treasurer Helmrich, Trustee Aldrich, and Trustee Marcy.

Absent: Supervisor Bigford

Also Present: Township Manager Daniel DeFranco, Recording Secretary Morgan Arens.

Pledge of Allegiance

Approval of Agenda:

Clerk Israels introduced the agenda.

Upon Marcy's request, the Board unanimously agreed to remove item 7.3, "Bridge Street Agreement to Share Road Construction Costs," from the agenda.

A **Motion** was made by Marcy to approve the agenda as amended. Supported by Helmrich.

Discussion: None

Voice Vote: 4-0.

Motion Carried Unanimously.

Public Comment: None

Public Comment Closed

Approval of Consent Agenda: Israels introduced the consent agenda.

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

Discussion: None

Voice Vote: 4-0.

Motion Carried Unanimously.

Presentations: None.

New Business:

1. Moratorium Extension Resolution 2023-17

In May 2023, the Township Board enacted a six-month moratorium on commercial and industrial development to allow for a comprehensive update to the Zoning Ordinance. The Planning Commission is diligently reviewing the update, with the first public hearing anticipated in December. To accommodate the extended review, Staff recommends extending the moratorium for an additional six months. During the moratorium, the Township won't accept applications for commercial or industrial developments, excluding certain project types. The moratorium will last for six months or until repealed by the Township Board, excluding projects currently under consideration by the Planning Commission, of which there are none presently.

Helmrich emphasized that the moratorium could be lifted ahead of schedule if necessary, underscoring that its purpose is to guarantee the thorough completion of the Planning Commission's work on the draft Zoning Ordinance.

A **Motion** was made by Helmrich to adopt Resolution 2023-17, a resolution to extend the existing moratorium on the acceptance of building and zoning development, pending the approval of a new comprehensive zoning ordinance. Supported by Marcy.

Discussion: None.

Roll Call Vote:

Yes: Israels, Helmrich, Aldrich, Marcy

No:

Motion Carried Unanimously.

2. 123.Net METRO Act Permit Application

123.Net, Inc. has submitted a METRO Act Permit Application for installing fiber optic cable in Saugatuck Township's public Right of Way. The METRO Act, established in 2002, streamlines the permitting process for telecommunication providers, ensuring timely approval or denial within 45 days. Compensation to municipalities is provided annually by the METRO Authority. The Township Attorney has confirmed the application's completeness and compliance with the standard form developed by the Michigan Public Service Commission.

Helmrich updated the Board on the Allegan County Broadband Internet Access Project, noting the distribution of project-related postcards with instructions for the public. In response to Israels' query about the number of Township residents lacking broadband access, DeFranco explained that the majority face various obstacles, emphasizing the project's significance as one of the Board's priorities for the year.

A **Motion** was made by Marcy to approve the Right-Of-Way Telecommunications Permit for 123.Net, Inc. Supported by Aldrich.

Discussion: None.

Voice Vote: 4-0.

Motion Carried Unanimously.

3. Wiley Rd SAD Increased Assessment Resolution 2023-18

In February 2023, the Board approved Resolution 2023-02, setting the initial cost estimate for the Wiley Rd water main extension at \$150,809.00. After receiving three bids on October 26, 2023, the lowest bid amounted to \$158,900.00, resulting in a 31.46% increase, bringing the new estimated cost to \$198,250.50. Participants in the Wiley Rd SAD have been informed and expressed support for moving forward.

Act 188 of 1954, MCL 41.732, stipulates that, in case of a special assessment roll insufficiency, the township board should make additional pro rata assessments without exceeding the value of benefits received from the improvement.

Helmrich inquired about the cost discrepancies, and DeFranco clarified that they arise from various fees necessary for the project. Israels sought clarification on whether this constituted an amendment to the previous resolution or an entirely new resolution. DeFranco explained that it is a new resolution specifically intended to amend the previous one.

A **Motion** was made by Helmrich to approve Resolution 2023-18, a resolution to confirm the increased assessment for the Wiley Rd SAD. Supported by Aldrich.

Discussion: None

Roll Call Vote:

Yes: Israels, Helmrich, Aldrich, Marcy

No:

Motion Carried Unanimously.

4. Bid Award Wiley Rd Water Main Extension

On October 26, 2023, the Township received three construction proposals for the Wiley Rd water main extension project, with Georgetown Construction Co. of Jenison, Michigan, submitting the lowest bid at \$158,900.00. The Township Engineer has reviewed all bids and recommends awarding the project to Georgetown Construction. The anticipated completion date for the project is June 14th, 2023.

A **Motion** was made by Aldrich to award the Wiley Rd Water Main Extension project to Georgetown Construction Co. at 158,900.00. Supported by Helmrich.

Discussion: None

Roll Call Vote:

Yes: Israels, Helmrich, Aldrich, Marcy

No:

Motion Carried Unanimously.

Old Business: None.

Reports: Clerk Israels opened the floor for reports.

Treasurer's Report

Helmrich gave an update on the Township finances; the report is on file.

Planning Commission

Helmrich gave an overview of the Planning Commission reviewing the first 5 articles on the Draft Zoning Ordinance.

Manager's Report

Township Manager DeFranco gave an update on the Township projects; the report is on file.

Open Board Report:

- Aldrich: commended the Fire District for installing "No Parking" signs along Blue Star Highway.
- Marcy: expressed gratitude to the staff and discussed future meeting schedules.
- Israels: provided an election-related update from the clerk's office.

Public Comment: None.

Adjournment: Clerk Israels adjourned the meeting at 6:59 PM

Meeting Adjourned.

MOTIONS

1. A **Motion** was made by Marcy to approve the agenda as amended. Supported by Helmrich.
Discussion: None
Voice Vote: 4-0.
Motion Carried Unanimously.
2. A **Motion** was made by Marcy to approve the consent agenda as presented. Supported by Aldrich.
Discussion: None
Voice Vote: 4-0.
Motion Carried Unanimously.
3. A **Motion** was made by Helmrich to adopt Resolution 2023-17, a resolution to extend the existing moratorium on the acceptance of building and zoning development, pending the approval of a new comprehensive zoning ordinance. Supported by Marcy.
Discussion: None.
Roll Call Vote:
Yes: Israels, Helmrich, Aldrich, Marcy
No:
Motion Carried Unanimously.
4. A **Motion** was made by Marcy to approve the Right-Of-Way Telecommunications Permit for 123.Net, Inc. Supported by Aldrich.
Discussion: None.
Voice Vote: 4-0.
Motion Carried Unanimously.
5. A **Motion** was made by Helmrich to approve Resolution 2023-18, a resolution to confirm the increased assessment for the Wiley Rd SAD. Supported by Aldrich.
Discussion: None
Roll Call Vote:
Yes: Israels, Helmrich, Aldrich, Marcy
No:
Motion Carried Unanimously.
6. A **Motion** was made by Aldrich to award the Wiley Rd Water Main Extension project to Georgetown Construction Co. at 158,900.00. Supported by Helmrich.
Discussion: None
Roll Call Vote:
Yes: Israels, Helmrich, Aldrich, Marcy
No:
Motion Carried Unanimously.

Respectfully,


Morgan Ariens, Recording Secretary

I, Rebecca Israels, Township Clerk, certify that these minutes were approved on December 13, 2023 by the Township Board.


Rebecca Israels, Township Clerk

Dec 14, 2023
Date