



**Saugatuck Township
Special Meeting Minutes
Friday, October 25, 2024, at 10:30 a.m.
Saugatuck Township Hall
Meeting held in person**

Call to Order: Supervisor Bigford called the meeting to order at 10:31 a.m.

Roll Call:

Present: Supervisor Bigford, Clerk Israels, Treasurer Helmrich, and Trustee Aldrich

Absent: Trustee Marcy

Also Present: Township Manager Daniel DeFranco

Approval of Agenda:

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

Discussion: None

Voice Vote: 4-0.

Motion Carried Unanimously.

Public Comment: None.

New Business:

1. MNRTF Grant Agreement

A **Motion** was made by Helmrich to accept the terms of the Michigan Natural Resource Trust Fund Development Project Agreement and authorize the Township Manager to execute the agreement and return to the MNRTF on behalf of the Township. Supported by Aldrich.

Discussion: None

Voice Vote: 4-0.

Motion Carried Unanimously.

2. Architectural Services Agreement with Progressive AE

A **Motion** was made by Aldrich approve AIA Standard Form of Agreement Between Saugatuck Township and Progressive AE for design-builder services and authorize that Township Manager to execute agreement. Supported by Israels.

Discussion: Board discussed in what cases they would like to review agreements again and when to give manager authority to execute agreements on their behalf.

Voice Vote: 4-0.

Motion Carried Unanimously.

3. Roundabout Landscape RFP

A **Motion** was made by Israels to authorize staff to advertise a Request for Proposal to implement landscape design for Blue Star Hwy/Old Allegan Rd roundabout. Supported by Helmrich.

Discussion: None

Voice Vote: 4-0.

Motion Carried Unanimously.

Old Business: None.

Reports: None


Public Comment: None.

Adjournment: Supervisor Bigford adjourned the meeting at 11:13 AM

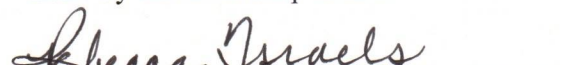
MOTIONS

1. A **Motion** was made by Helmrich to accept the terms of the Michigan Natural Resource Trust Fund Development Project Agreement and authorize the Township Manager to execute the agreement and return to the MNRTF on behalf of the Township. Supported by Aldrich.
Discussion: None
Voice Vote: 4-0.
Motion Carried Unanimously.
2. A **Motion** was made by Aldrich approve AIA Standard Form of Agreement Between Saugatuck Township and Progressive AE for design-builder services and authorize that Township Manager to execute agreement. Supported by Israels.
Discussion: Board discussed in what cases they would like to review agreements again and when to give manager authority to execute agreements on their behalf.
Voice Vote: 4-0.
Motion Carried Unanimously.
3. A **Motion** was made by Israels to authorize staff to advertise a Request for Proposal to implement landscape design for Blue Star Hwy/Old Allegan Rd roundabout. Supported by Helmrich.
Discussion: None
Voice Vote: 4-0.
Motion Carried Unanimously.

Respectfully,


Daniel DeFranco, Township Manager

I, Rebecca Israels, Township Clerk, certify that these minutes were approved on November 13, 2024 by the Township Board.


Rebecca Israels, Township Clerk

11/13/2024
Date