



**Saugatuck Township  
Special Meeting Minutes  
Monday, March 3, 2025, at 11:00 a.m.  
Saugatuck Township Hall  
Meeting held in person**

**Call to Order:** Clerk called the meeting to order at 11:00 a.m.

**Roll Call:**

Present: Clerk Osman, Treasurer Helmrich, Trustee Aldrich, Trustee Marcy

Absent: Supervisor Bigford

A **Motion** was made by Marcy to have Clerk Osman serve as Chair of meeting. Supported by Aldrich. Motion carried by 4-0 voice vote.

**Approval of Agenda:**

A **Motion** was made by Helmrich to approve the agenda as presented. Supported by Aldrich. Motion carried by 4-0 voice vote.

**Public Comment:**

None

**Action Items:**

- 1) Appointment of Regular Members to the Board of Review

A **Motion** was made by Marcy to approve the appointments for Denise Webster, Tracey Slais, and Joe Novakoski as full members to the Board of Review for a term to expire December 31, 2026. Supported by Helmrich. Motion carried by 4-0 voice vote.

**Public Comment:**


None

**Adjournment:** Osman adjourned the meeting at 11:02 a.m.

### MOTIONS

1. A **Motion** was made by Marcy to have Clerk Osman serve as Chair of meeting. Supported by Aldrich. Motion carried by 4-0 voice vote.
2. A **Motion** was made by Helmrich to approve the agenda as presented. Supported by Aldrich. Motion carried by 4-0 voice vote.
3. A **Motion** was made by Marcy to approve the appointments of Denise Webster, Tracey Slais, and Joe Novakoski as full members to the Board of Review for a term to expire December 31, 2026. Supported by Helmrich. Motion carried by 4-0 voice vote.

Respectfully,

  
\_\_\_\_\_  
Daniel DeFranco, Township Manager

I, Cindy Osman, Township Clerk, certify that these minutes were approved on March 12, 2025 by the Township Board.

  
\_\_\_\_\_  
Cindy Osman, Township Clerk

3/13/25  
\_\_\_\_\_  
Date