



**Saugatuck Township Board
Budget Workshop Minutes
Thursday, May 29, 2025 at 1:00 p.m.
Meeting held in person
Saugatuck Township Hall**

Call to Order: Supervisor Bigford called the meeting to order at 1:03 PM.

Roll Call:

Present: Supervisor Abby Bigford, Clerk Cindy Osman, Treasurer Jon Helmrich, Trustee Brenda Marcy, and Trustee Stacey Aldrich.

Absent:

Also Present: Manager Daniel DeFranco, Finance Coordinator Peter Stanislawski, Jackie Ground, Steve McFadden.

Approval of Agenda

Supervisor Bigford introduced the agenda. It was discussed to include an item titled "Sewer Capacity Discussion" under "Discussion Items".

A **Motion** was made by Osman to approve the agenda as amended. Supported by Aldrich.

Discussion: None

Voice Vote: 5-0.

Motion carried unanimously.

Public Comments: None

Action Items:

1. Apex Payment Application No. 1

The Board considered Payment Application No. 1 from Apex Contractors, Inc. for landscaping work completed at the Blue Star and Old Allegan Roundabout. The application had been reviewed and the work inspected on-site by Viridis Design. Staff recommended Board approval of the payment.

A **Motion** was made by Helmrich to approve payment application no. 1 to Apex Contractors, Inc. Supported by Marcy.

Discussion: None

Voice Vote: 5-0

Motion carried unanimously.

Discussion Items:

1. FY 25-26 Budget Workshop

Manager DeFranco presented the proposed fiscal year 2025–26 budget, providing an overview of revenues, expenditures, fund balances across various funds, and key upcoming projects. The Board engaged in discussion and asked questions throughout the presentation. DeFranco highlighted the planned redesign of

the Township Hall exterior and site, and invited redesign committee members Jackie Ground and Steve McFadden to share input and respond to questions.

2. Sewer Capacity Discussion

The Township Board discussed the growing need for additional sewer capacity in light of the increasing number of development projects under Planning Commission review. The Board directed the Township Manager to explore options for securing additional capacity and to develop potential strategies to address future demand.

Public Comments: None

Adjourn:

Supervisor Bigford adjourned the meeting at 2:56 PM



MOTIONS

1. A **Motion** was made by Osman to approve the agenda as amended. Supported by Aldrich.
Discussion: None
Voice Vote: 5-0.
Motion carried unanimously.
2. A **Motion** was made by Helmrich to approve payment application no. 1 to Apex Contractors, Inc. Supported by Marcy.
Discussion: None
Voice Vote: 5-0
Motion carried unanimously.

Respectfully,



Daniel DeFranco, Township Manager

I, Cindy Osman, Township Clerk, certify that these minutes were approved on June 11, 2025 by the Township Board.



Township Clerk

June 11, 2025

Date

