

CRYSTAL LAKE TOWNSHIP REGULAR BOARD MEETING

Via Teleconference from 1651 Frankfort Hwy., Frankfort, Mich. 49635

May 12, 2020

Meeting was called to order at 7 p.m. by Supervisor Ferris.

Pledge of Allegiance was recited.

Roll call: Present: Ferris, May, Nielsen, Popp, Sullivan; constituting a quorum. Absent: none.

Agenda: Ferris moved to approve agenda with amendments to add accompanying materials to the County Commissioner Report and the Planning and Zoning Report and to add Newsletter under Reports; Sullivan seconded; all ayes. Motion passed.

Conflicts of Interest: none.

Minutes: Ferris moved to approve Feb. 11 minutes with amendments as follows: to correct date from Apr. 14 to Feb. 11 and Feb. meeting was called to order at 7 p.m.; Popp seconded; all ayes. Motion passed.

Ferris moved to approve Apr. 14 minutes as presented; Popp seconded; all ayes. Motion passed.

Correspondence: Ferris presented emails from Rebecca Hubers, Benzie County Office of Emergency Management, regarding FEMA Eligible Assistance; Networks Northwest email (Ferris agreed to forward to Board); Ferris also recalled a phone conversation with Mr. Murphy regarding township internet coverage (Ferris encouraged Mr. Murphy to write a letter to the Board); and Ms. White blight complaint via email. Ferris reported the township enforcement officer is still residing in Florida due to the pandemic. Popp discussed possible avenues for assistance to those in financial need.

County Commissioner Report: Linda Farrell presented report via email; advised Ferris to use roll call voting, for every vote, during a teleconference; discussed access to internet service for area residents; blight issue and possible county environmental health officer options; a county resolution re: hours of operation for public and employees and preventative measures being taken; approval of millages for Aug. ballot (renewal of commission on aging and jail operations millages); reissuance of bonds to save money; Benzie Leelanau County Health Department Covid-19 dashboard and returning resident toolkit; Fourth of July events and farm markets and virtual graduations.

Public Comment: none.

Clerk's Report:

Sullivan presented report including the Benzie County Road Commission invoice for brining (resolution pending approval); Popp requested to approve Accident Fund workers compensation invoice for up to \$1600.00 and will review the invoice and statement; Sullivan clarified the \$475.00 Green Path invoice was included in error; Popp seconded; roll call vote; all ayes. Motion passed.

Upcoming audit dates discussed.

Treasurer Report:

Popp presented General, Cemetery, Fire and Road financial reports.

Popp also presented a revenue sharing report. The Michigan Department of Treasury estimates sales tax collections could be 50-percent lower than projected due to Covid-19 and the economic recession. This affects the revenue sharing payments to the township from the State and Popp estimates a loss of \$34,000 in revenues for this budget year.

Reports:

- **Covid-19 Response:** Ferris initiated discussion regarding teleconference meetings and office hours. Sullivan expressed concerns for social distancing. Popp suggested flexibility and discussed modern phone system to lend to more efficient conduct of business. May suggested outdoor meetings. Ferris concluded to continue status quo.
- **Newsletter:** Sullivan would to offer clarity during time of pandemic and include health department link. Popp would like to encourage absentee voting. Sullivan discussed Benzie Senior Resources request to include message. Popp suggested a small paragraph. Ferris mentioned past precedence to not include other entities. Popp suggested the paragraph could be construed as advertising due to the upcoming millage vote. The agency will be referenced in the election section as one of the two millages on the ballot. Ferris will forward the newsletter draft to the Board for feedback and final approval at the June board meeting.
- **Planning and Zoning:** Tom Kucera, Zoning Administrator, emailed a report regarding the Kullenberg ongoing zoning board appeal and only three zoning permits issued. Ferris expressed concerns for accounting for legal costs pertaining to the case.
- **Roads:** Ferris presented a resolution to contract with the Benzie County Road Commission to brine as follows: East Cox Road, 0.39 mi.; Esplanade, 0.89 mi.; Maple Arch, 0.28 mi.; and Marquette Court, 0.25 mi. up to a total cost of \$1100.00 for two brinings each; Sullivan seconded; roll call vote; all ayes. Motion passed.

Ferris mentioned Thomas Road work is complete.

Unfinished Business: none.

New Business: none.

Public Comment: none.

Meeting adjourned at 7:42 p.m.