

CRYSTAL LAKE TOWNSHIP REGULAR BOARD MEETING

1651 Frankfort Hwy., Frankfort, Mich. 49635

Aug. 11, 2020

Meeting was called to order via teleconference 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 move Attorney Representation Resolution from New Business to Old Business, and to delete Fire and First Responders and Roads Reports; Sullivan seconded; all ayes. Motion passed.

Conflicts of Interest: none.

Minutes: Popp moved to approve the minutes; May seconded. Popp withdrew the motion. Sullivan moved to approve the minutes from July 14, 2020, with amendments to end the last sentence in the Cemetery report after the word "burials" and to delete the word "requested" from the beginning of the next paragraph, substituting it with "asked if she needed to request", Ferris seconded; all ayes. Motion passed.

Correspondence: none.

County Commissioner Report: Linda Farrell reminded Ferris to use a roll call vote during a teleconference; reported working on County budget; adopted resolution for grant application for acquisition of property at Railroad Point Natural Area; The Bluffs condominiums in the City of Frankfort have proposed to install a rock break wall along Lake Michigan; Jason Barnard will be chair of the tax assessment board (County Commissioner agendas; minutes and packets are available for viewing at www.benzieco.net).

Public Comment: none.

Clerk's Report:

Sullivan presented the Warrant Report. Election Inspector's Aug. wages and a reoccurring issue with Republic Services invoice was discussed. An invoice, received Aug. 11, from American Waste for the recent clean-up event, for \$4070.00 was added. Popp moved to approve the report with the American Waste invoice; May seconded; roll call; all ayes. Motion passed. It was noted that the first Road Commission payments will not begin until December 2020.

Sullivan presented the Election Report: an estimated 370 (*See footnote at end.) ballots were processed; a Grand Rapids resident was upset that she couldn't vote at the township and proceeded to deliberately damage a vehicle in the parking lot with her own. The local authorities were notified. The tabulator caused discrepancies and many delays causing election inspectors to work until 6 a.m. William Northway, -was a successful write-in and will be -on the Democrat ticket as trustee, on the Nov. ballot.

Sullivan discussed Sondra Halliday's qualifications and job description. Popp moved to accept Sondra Halliday as the Clerical Assistant; May seconded; roll call, all ayes. Motion passed.

Treasurer Report:

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

Popp presented the Clean-up Event Report, which included the township benefits and a cost analysis for eight years of the event. 91 residents were served filling one truck and over filling another truck.

Reports:

Airport: Popp presented FCCAA agenda, minutes, financial and airport administrator's reports.

Building and Grounds: Ferris inquired if the Board was interested in township hall flooring estimates. The Board requested the Building and Grounds Committee determine the amount of flooring needed and receive quotes from more than one vendor. The new board tables will be delivered Wed., Aug. 12.

Cemetery: Ferris inquired if the Board was interested in competitive bids to repair the Cemetery asphalt roads. The Board assured her the quotes would be seriously considered. Ferris reported a complaint of damage to two headstones in the East Cemetery by the groundskeeper. The Board recommended the groundskeeper consult his insurance agent for the headstone repair/replacement. May suggested that someone take before and after photos in future cases where damage is possible. Ferris also reported complaints received about the recent cemetery landscaping and shrub removal. Ferris presented two cemetery ordinances for the Board to consider. The Board received the ordinance via email the day prior to the meeting and was not prepared to make a decision. Popp requested Ferris to email the preferred ordinance to the Board for review in preparation for the Sept. board meeting.

Enforcement Officer: Grant Sowa's resume, letter of recommendation from the Enforcement Officer Committee and two job descriptions with contracts was presented. Mileage reimbursement and pay for commuting was discussed. The Committee recommended to pay the Officer for commuting time and withdraw the mileage reimbursement. Sullivan moved to accept the Officer job description and contract with the amendment to pay the Officer his time for commuting from home, but without mileage reimbursement; Popp seconded; roll call, all ayes. Motion passed.

(Fire Services and First Responders): Nielsen discussed the City of Frankfort's intent to implement a cost recovery program and the City and Township will need to create an ordinance to allow the recovery.

Planning and Zoning: Ferris presented the Zoning Ordinance Article XIX Signs; specifically, Section 19.4, Paragraph 3, Political Signs. Tom Kucera, Zoning Administrator, stated the ordinance is out of date and there is not a time limit for political sign removal.

Unfinished Business: Popp presented the Attorney Representation Resolution to assign the Supervisor, Clerk and Treasurer as representatives and to carbon copy the Board on all general township business matters. Zoning business was discussed and a separate resolution could be created. Ferris expressed dismay and alleged the Board conspired and violated the Open Meetings Act to create the resolution. Popp moved to accept the resolution; Nielsen seconded; roll call: Ferris, nay; May, aye; Nielsen, aye; Sullivan, aye; Popp, aye. Motion passed.

New Business: Ferris presented a Remote Participation by Public Body Members resolution. Popp also presented an altered version of the resolution. Following discussion, both resolutions will be forwarded to the township attorney for review and will be presented again in the Sept. board meeting.

Ferris presented a Public Access to Records Resolution. Popp moved to accept the resolution; Sullivan seconded; roll call; all ayes. Motion passed. Implementation of the resolution was discussed.

Public Comment: none.

Board Comment: none.

Meeting adjourned at 8:40 p.m.

***Actual number of ballots was 470.**