

Regular Meeting of the Crystal Lake Township Board

Meeting held at 1651 Frankfort Highway, Frankfort MI 49635
October 10, 2017

Meeting was called to order by Supervisor Amy Ferris at 7:00 PM.

Pledge of Allegiance was recited.

Roll Call: Ferris, May, Nielsen, Sullivan, and Trentham were present, constituting a quorum

Agenda: Ferris asked that the agenda be amended to add a Closed Session at the end to discuss legal issues and to add Frank Post as a Special Guest after the Good of the Community; Ferris moved that the agenda be accepted as amended; Sullivan seconded; all ayes. Motion passed.

Conflicts of Interest: Ferris asked if there were any conflicts of interest; there were none.

Minutes: Ferris asked that the minutes be amended to reflect that the problems with cemetery records be amended to read “problems with cemetery invoicing/billing”; Trentham and Sullivan agreed to the change; Ferris moved that the minutes of the September 12, 2017, regular Board meeting be approved as amended; May seconded; all ayes. Motion passed.

Guests: Tad Peacock, Benzie Conservation District, and Frank Post, Benzie Emergency Management Coordinator.

“For the Good of the Community”: Ferris reported that the Ragnar Race on 9/29-30 was a success; Tad Peacock from the Benzie Conservation District asked for the Board to consider committing \$3300 of financial and/or in-kind support over 3 years for a DEQ grant to combat e-coli and storm water and nutrient runoff; Ferris moved that a letter of support for the grant be sent before the end of the week and that further details about financial support be discussed at the next Board meeting; Trentham seconded; all ayes. Motion passed. The issue of short-term rentals is still in the news.

Special Guest: Frank Post, the County Emergency Management Coordinator, reported that FEMA is working to update its official flood insurance maps in the area; it is now in the 60-day comment period; this cycle focuses on the Lake Michigan shoreline and next year will focus on the Betsie River and other inland flood areas.

Correspondence: Ted Skierski is concerned about the negative impact of recent fireworks violations and has offered to help pay for educational notices to residents and landlords prior to the next tourist season.

County Commissioner’s Report: Commissioner Griner reported that the Road Commission is now using stones to provide more stable filler for potholes; the County has committed \$15,000 to support the DEQ grant application; a recent conference in Mackinac discussed the cost to use Lake Michigan to carry agricultural freight to Chicago; the Corps of Engineers reported on the need for a new lock at the straits; a number of conference participants supported the need to promote increased cruise ship industry on the Lakes.

Public Comment: Ferris explained that instructions about procedures for public comment during Board meetings will be put on the back of Board agendas in the future; J. Jaworski commented on recent blight litigation.

Clerk:

- Sullivan noted that Trentham was able to get Republic Waste Services to reduce their bill for removing trash during CLT's Clean-up Day in July 2017.
- Sullivan noted that the auditor had charged us less this year because it had taken fewer hours to complete the audit because we are "so well organized and everyone at the Township does a great job!"
- Sullivan presented the outstanding bills; Trentham moved that the bills be approved for payment as presented; May seconded; roll was called; all ayes. Motion carried.

Financial Report by Treasurer:

- Trentham presented the monthly financial reports, noting that the orange shaded areas are the expense lines that should be watched; she also presented the quarterly Investment Report.
- Trentham announced that she had posted the recent audit for FY 2016-2017 online and is available to review in hard copy in the office.
- 96% of the summer taxes have been received to date.

Committee Reports:

- **Airport Authority:**
 - Trentham distributed copies of the Airport Administrator's report and the Manager's Report.
 - Ferris asked if there were problems, but May and Trentham said no, there was no conflict with the Board members; May reported that the consultant was working on the issue of removing the remainder of the trees blocking air access; the only personnel issue was that everyone is now paid as an employee instead of as a consultant for insurance purposes; no decision has been made regarding continuing the Administrator's employment.
 - Ferris asked about CLT representation on the Board and noted that although the Airport Bylaws state 4-year terms, that CLT had been appointing its representatives for staggered 2-year terms; Trentham said she thought CLT should follow the Airport Bylaws and make the terms equal to the CLT terms; Trentham moved that CLT follow the Airport Bylaws regarding terms for CLT representation on the Airport Board; Ferris stated that meant that Trentham's and May's Airport terms would be 2016-2020, the same as their terms on CLT's Board; May seconded; all ayes. Motion carried.
- **Annexation Proposal:** Ferris and Assessor Jill Brown met with Art Jeannot and Josh Mills from Frankfort re: the proposal for Frankfort to annex 16 acres of CLT land near the Arch for the purpose of building affordable housing; Art Jeannot and Jay White will submit a proposal in writing; Trentham raised concerns about the loss of potential tax revenue; Nielsen proposed that CLT hold a public hearing to solicit residents' opinions once a proposal is received.
- **Board of Review:**
 - There will be a meeting December 12 at 10:00 for handling any errors and omissions; Trentham will put the announcement on the website.

- The Assessor reports that there is a rumor amongst assessors that property values being set in the near future will be influenced by 2% CPI (rate of inflation).
- The Board of Review needs a new alternate member.
- **Building & Grounds:**
 - Dean Michaels reported that he met with an architect and toured our office and Benzonia's, which they found to be very efficiently laid out; and discussed how to best meet the need for a minimum of five offices and at least one large meeting room; the current building was built in 1949, has an uninhabitable basement, is obsolete, inefficient and upgrades would cost more than half again what a new building would cost; he plans to bring draft plans to the next Board meeting; Ferris encouraged Board members to share their opinions.
 - Ferris thanked May for putting up new and improved lights outside the building.
- **Cemeteries:**
 - Barbara Johnson and three other residents stated that they are upset that the prohibition against artificial flowers has offended many people who are not able to sustain live plants and are therefore left with no flowers at all to honor the memory of their loved ones; she also said many shrubs and trees need pruning; others spoke to the need for happy surroundings and personalization at the gravesites; they would like a response from the Cemetery Committee; another resident asked about the Trust that was set up to support the Cemetery; Ferris reported that the Trust has not yet contributed funds but are now meeting to discuss long-term landscaping improvements, and she offered to provide the names of both the Trust members and the Cemetery Committee for further dialogue.
 - Ferris moved that Dean Michaels be appointed to the Cemetery Committee; Trentham seconded; all ayes. Motion carried.
 - Ferris asked Nielsen if he wanted to continue on the Committee and he said since he could not attend daytime meetings he would be happy to have Dean take his place; Ferris will contact Wayne Knight to ask if he wants to continue.
- **Enforcement Officer Search:** Ferris said she was not satisfied with the one response to her ad and wanted the Board's advice about extending the search; all members agreed to extend the search and both Michigan Works and "Indeed" were recommended as possible recruitment sites.
- **Environment:** Written update provided by Pat Shaeffer about the Periwinkle Club's improvement efforts near the Archway.
- **Newsletter:** It was agreed that Amy would take charge of the December newsletter, others need to get whatever contributions they want to her within the next few weeks so she has time to have a draft ready to approve by the November Board meeting.
- **Planning:**
 - Greg Wright reported that they have a Home Occupation/Cottage Industry ordinance ready and are just finishing a Dark Skies ordinance, both of which will be brought to the Board in the next 2-3 months; they have another informational meeting about Medical Marijuana set for Oct. 19th and plan to have recommendations once the rules have been set and some other municipalities have made their decisions.
 - Ferris asked when we needed to update our Master Plan; Wright said the Planning Commission would need to review and update it in 2019.
- **Roads:**
 - Trustee Nielsen reported that the Public Meeting held at 6:30 only had two attendees; the Road Committee recently inspected local roads and recommended the following asphalt roads for

repair in 2018: Martin (0.625 miles), Runway (0.25 miles), Nugent (0.10 miles), Snell (0.20 miles) and Nelson (0.70 miles); they plan to meet next week and get a final report to the Road Commission; Ferris moved that the Board accept the Committee's recommendation, conditioned on support from the County, and let the Road Commission know our current priorities; Sullivan seconded; roll was called; all ayes. Motion passed. A culvert on Mollineaux caved in, but the County is repairing it. Sullivan will send the letter to the Road Commission in the next few days.

- Bruce Walton is looking into how to replace the misspelled "Cystal Lake Township" [sic] sign; the Township would have to pay for and install it.
- **Website:** Trentham reported that a fourth vendor was prepared to bid and she will present that information at the next Board meeting.
- **Zoning:**
 - Board of Appeals: Ferris moved that Dean Michaels be appointed to the Zoning Board of Appeals; Sullivan seconded; all ayes. Motion passed.
 - Tom Kucera reported there were only 21 requests for permits this year and most were for minor additions; the increased number of requests to divide property in order to sell parcels and reduce tax burdens suggests a need to develop a land division ordinance since the state regulations are too general and confusing; the Planning Committee will work with him on this.

Unfinished Business:

- Personnel/Policy/Bylaws: Ferris identified the interested Committee members as Carol Beidler, Jill Marble, Dean Michael, Sullivan, Trentham and herself; since it was agreed to start with the Bylaws, Sullivan, who was more interested in Personnel issues, agreed to step down at this point in order to avoid having three Board members on the Committee; no one responded when Ferris asked if anyone else was interested in spearheading this or if she should organize the meeting.
- Fireworks: Ordinance revision postponed to next meeting.

New Business: None.

Public Comment: D. Michaels asked about Graves Road and Nielsen explained that the current millage was limited to only asphalt roads; R. Griner hopes to be living in CLT by January and would be interested in helping with Building issues; J. Jaworski suggested considering adaptive reuse of the existing Township building, in keeping with the County Master Plan; L. Reed stated that "Indeed" offered free access to posting in the Record Eagle, Craig's List and other sites.

Public portion of the Meeting adjourned at 8:20 p.m.

Sue Sullivan, Clerk, reporting.