

Regular Meeting of the Crystal Lake Township Board

Meeting held at 1651 Frankfort Highway, Frankfort MI 49635
June 11, 2019

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

Pledge of Allegiance was recited.

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

Agenda: Ferris moved that the agenda be approved as amended to move the Library item to the Guest spot to enable Jim Larson to leave earlier, to remove the Buildings & Grounds and Policies items, and to add (#) and (*) to the Bridge Street Roads item; Sullivan seconded; Popp asked that (#) and (*) be added to the Cemetery item; Sullivan asked that a Clerk Training be added to New Business; Ferris agreed and Nielsen seconded; all ayes. Motion passed.

Conflicts of Interest: There were no conflicts of interest.

Minutes:

- Ferris moved the May 14, 2019 minutes of the Regular Board Meeting be approved as presented; Sullivan seconded; all ayes. Motion passed.
- Ferris moved that the minutes of the May28 2019 Special Board Meeting be approved as presented; May seconded; all ayes. Motion passed.

For the Good of the Community: Ferris said the Environmental Council is seeking old photos of the local dunes, MTA is offering a Planning & Zoning Retreat, Traverse City is taking action regarding short-term rentals, Benzie County is holding a Blight Remediation discussion, the County will collect Hazardous Waste on Saturday June 15; David May added that there will also be a Senior Resources Expo on Saturday June 15, from 9-1 at Trinity Lutheran Church.

Guests: Jim Larson said he very much enjoyed his first term as Crystal Lake Township's liaison to the Benzie Shores District Library and looked forward to continuing in that position. Ferris moved that the Board agree to re-appoint Jim Larson as the Township's representative to Benzie Shores District Library Board for the term of two years, effective July 1, 2019 through June 30, 2021; Sullivan seconded; roll was called; all ayes. Motion passed.

Correspondence: Ferris said she received an email from April Fitzhugh, who said she and other Daughters of the American Revolution (DAR) wanted to volunteer to clean veterans' headstones in the cemeteries; Ferris and other Board members had concerns about possible damage to the headstones; Ferris said she had received no response when she asked similar questions and that no action would be taken without further information.

County Commissioner's Report: Commissioner Linda Farrell reported that the Frankfort School Board appointed a new principal and approved the calendar for the coming school year; construction will begin soon on the Bellows Park Pavilion; the County Equalization Office announced that tax bills will be late this summer due to a delay in getting the tax rate approved; and Networks Northwest is sponsoring a training on how to deal with the new marijuana laws on June 24, 2019.

Public Comment: None.

Clerk's report:

- Sullivan presented the Warrant Report; Popp moved that the bills for the General Fund and Cemetery Fund be approved for payment; Ferris seconded; roll was called; all ayes. Motion passed.

Financial Reports:

- Popp presented the monthly financial reports for the General, Cemetery, Fire and Road Funds, and noted that there has been a major increase in Investment revenues due to the switch to MiCLASS.
- Popp moved that the Board approve the Agreement to collect school property taxes for the Frankfort-Elberta Area Schools in the summer of 2019; Nielsen seconded; roll was called; ayes. Motion passed.
- The annual financial audit went very smoothly.

Reports

Airport: Popp reported that among other developments, flight school training would now be offered at the Airport.

Cemeteries:

- Popp moved that the Board resolve a total of \$1,625.28 as Bad Debt Expense, based on the following invoices: #37 for \$1,140.00, #55.B for \$285.28, and #54 for \$200.00; Sullivan seconded; roll was called; all ayes. Motion passed.
- Ferris extended thanks to the local members of the American Legion who once again helped with flag placements at veterans' graves in the cemeteries.

Information Technology:

- BS&A Update: Ferris and Popp discussed difficulties with getting BS&A started on setting up the online data access system we want linked to the Township website.
- Ferris said she has learned that getting a new ISP address is no longer needed.

Planning & Zoning:

- Zoning Administrator Tom Kucera reported that he has received requests for 14 permits, mainly small units like sheds and garages and only a few houses.
- The ZBA met three times to hear appeals regarding the Casey Road property and the Campbell property on Pilgrim Highway; the ZBA upheld Kucera's decisions to grant the Casey Road permit and to deny the Pilgrim Highway permit; further legal action is possible on the Casey Road case.
- The Planning Commission has completed its first draft of an update to the Temporary Permit section of the Zoning Ordinance; they will hold a public hearing in July to solicit public opinions on this; there will be a hearing on June 26 at 7 pm regarding a Special Land Use Permit for home-based child care; and the Commission will soon start looking into issues about solar power.

Roads:

- Nielsen explained that the Township already agreed to pay up to \$27,322.98 for paving 1380' on Bridge street from Graves Road to the City/Township Line and the City of Frankfort has now agreed to pay \$7,918.64 for their half of the cost of paving 650' on Bridge Street from the City/Township Line to the end of the Cul-de-sac; if the Township pays the other half of that cost, it may benefit from a County grant that would offset most of that expense; therefore, Nielsen moved that the Board agrees to pay \$7,918.64 to the Benzie County Road Commission for the other half of the cost of paving 650' on Bridge Street from the City/Township Line to the end of the Cul-de-sac; Ferris seconded; roll was called; all ayes. Motion passed.
- Nielsen reported that the Township Road Committee recommends putting the issue of renewing the Road Millage for another 5 years on the November 2019 ballot; ballot language has been sent to the attorney for review; a public hearing will be needed to solicit public opinion on the subject; all agreed that a hearing to solicit public opinion on whether to renew the Road Millage for another 5 years, effective 2020-2024, will be held at 5:30 p.m. on July 9, 2019, before the 6:00 p.m. hearing on marijuana establishments and the 7:00 p.m. regular Board meeting.
- Carol Beidler asked about problems at the intersection of Thomas Road and M-22 and Nielsen told her that repairs on Thomas Road East and West were expected to be completed this summer.

Unfinished Business:

- Benzie Conservation District: Jane Perrino said the District has provided proof of insurance and assisted in the collection of more than 25 signatures of support from local residents, as requested in the revised Memorandum of Understanding; Ferris moved that the Board agree to enter into the attached Memorandum of Understanding as edited by Attorney Peter Wendling, with the exception that the words "control weeds" and "control those weeds" in the second WHEREAS paragraph on page 1 be changed to "prevent and detect weeds" and "prevent and detect those weeds" respectively; Sullivan seconded; roll was called; all ayes. Motion passed.

New Business:

- Sullivan moved the Board authorize \$100.00 for trustee Tammy May and Clerk Sue Sullivan to attend a "Planning for Marijuana in Michigan" training sponsored by Networks Northwest on June 24, 2019; Popp seconded; roll was called; all ayes. Motion passed.
- Sullivan moved that the Board authorize \$164.00 for a registration fee and up to \$45.00 mileage for Clerk Sue Sullivan to attend the MTA "Professional Development Retreat" for clerks on July 18, 2019 in Bellaire; May seconded; roll was called; all ayes. Motion passed.
- Ferris said she had received a request from the US Census Department requesting the Township assist with the 2020 census and asked for Board members' opinions on the issue; several of the members thought it was inadvisable due to the amount of staff resources required; it was agreed that the Township will not assist with the census.

Public Comment: Al Popp commented on how nice the cemeteries looked, but expressed concern that dirty, discarded flags that had been used to commemorate veterans had been placed on stumps; Ferris agreed and said she has asked that those flags be removed.

Board Comment: May pointed out that the Census Bureau will be recruiting local individuals to work as census workers.

Meeting adjourned at 7:55 p.m.

Sue Sullivan, Clerk, reporting.