

Regular Meeting of the Crystal Lake Township Board

1651 Frankfort Highway, Frankfort MI 49635
September 8, 2020

Meeting was called to order via teleconference 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 cemetery issue be moved up to #10 on agenda after public comments. Sullivan seconded; all ayes. Motion passed.

Conflicts of Interest: There were no conflicts of interest.

Minutes:

- Ferris moved the minutes of the May 12, 2020 Regular Board Meeting be approved as presented; May seconded; all ayes. Motion passed.
- Ferris moved the minutes of the August 11, 2020, Regular Board Meeting be approved as presented; Popp seconded; all ayes. Motion passed.

For the Good of the Community: No report.

Correspondence: There were 25 emails and a petition with 144 signatures expressing concern over the failure to prohibit alcohol and the change from "Supervisor" to "Cemetery Administrator" in the proposed cemetery ordinance. Sullivan read six of the letters to the board. There was correspondence from True the Vote, withdrawing their FOIA request.

Commissioner Farrell's Report: Board of Commissioners awarded a Good Samaritan Award on August 25; Animal Control has a 30 hour per week clerk position open; Public Hearing on 2020-2021 Budget was open and closed; Board of Appeals has openings for 2 new members; Prosecutors office was approved for supplemental COVID funding; Benzie County Human Services reported that there is a new mobile van to provide dental and other health care services; Early Headstart has one spot still open with no waitlist; Futures for Frontliners for a free community college program; Benzie Central and Frankfort Schools will have virtual counselors to assist with FAFSA in October; Paul Oliver is not closing but will have an

increasing role in community; Benzie Bus dispatched 500 masks to schools and Paul Oliver.

Public Comment: David and Sarah Bellknap, Jill Marble, Gwen and Diane Tracy, Tom and Linda Kucera, Penny Herd, Carol Biedler all expressed their support for leaving cemetery as is and not allowing alcohol. Jill Marble also explained that the petition was not meant to be a legal petition, just a show of support. Ryan and Nancy Smith explained that the changes to Paul Oliver were due to deficits and realignments.

Clerk's report:

- Sullivan introduced Sondra Halliday as new Clerical Assistant to assist in the recording of the Board minutes.
- Sullivan presented the Warrant Report. Cemetery Fund had a plus of around \$76 for Sexton regarding a second set of stones for the Kibby family. Road invoices will be paid off with winter taxes.
- Sullivan moved to approve Warrant Report. Ferris moved to amend to pay Sexton and seconded the motion. Roll was called; all ayes. Motion passed.
- Sullivan moved the Board approve the \$10 per month charge to continue to use FreeConferenceCall for virtual meetings. Ferris seconded. Roll was called; all ayes. Motion passed.
- Bureau of Elections has recommended that voting facilities have a second tabulator machine for calculating absentee ballots. The cost of the tabulator is up to \$6,000. Sullivan has requested a grant for a new tabulator from a nonprofit. If, however, this request is not fulfilled, Sullivan moved for approval of funds up to \$6,000 to purchase the new tabulator. Ferris seconded. Roll was called; all ayes. Motion approved.
- FOIA request from True to Vote has been withdrawn.

Financial Reports:

- Popp presented the financial reports for the General, Cemetery, Fire and Road Funds.
- Audit Report: Popp noted that the Audit Report went well. It was the same company as last year. They are working on official statements. There are the same internal control issues as last year. Popp will create a receipt book and present it at next meeting.
- Popp noted that the Budget Meeting should be sooner in the year for financial amendments by the Board of Review.

- Popp made a motion for permission to have access to cemetery files and invoicing. Nielsen seconded the motion. Roll was called; Nielsen, yes; May, yes; Sullivan, yes; Ferris, no. Motion passed.

REPORTS

Airport:

- There is a court case involving an easement and ability to cut trees near airport. Popp deferred questions to the attorney.

Building & Grounds (B&G):

- Ferris moved to allow up to \$9,000 for new flooring. Sullivan seconded. Roll was called; all ayes. Motion passed.

Cemetery: Ordinance

- The Treasurer declined to attend the Cemetery Ordinance meeting so as not to violate the Open Meetings Act.
- Sullivan discussed the Cemetery Ordinance needs a comprehensive and thorough discussion. This discussion should be held with the Cemetery Committee and then presented to the Board. Amy, Brooke and Sue should meet with the Cemetery Committee and look at the three ordinance proposals from MTA, Amy, and Brooke and then craft a version that works for all. Popp, May and Nielsen agree that a special meeting should be arranged with the Cemetery Committee.
- There was much discussion whether or not alcohol should be allowed in the cemeteries. Sullivan, Nielsen, and Popp suggested that a small ceremonial toast would be okay, with written permission. May suggested that the attorney should be consulted for terminology to avoid any liability.
- Sullivan brought up the concern on how to handle partying in the cemeteries. CLT may have to fund a local law enforcement agent to periodically drive through cemeteries.
- Nielsen and Popp deferred further conversation to the Cemetery Committee. Ferris is to contact members and secure a date.

Cemetery: Road Repair

- Ferris moved that the Board accept the bid from Ron Brown for road repair not to exceed \$1,600. May Seconded. Sullivan expressed concern that the current bid did not account for runoff from rain. Popp and Nielsen agreed. May recalled her second and the motion died. Ferris is asked to obtain additional bids to include runoff and from additional sources. One of the other contractors is a relative of Popp and she offered to abstain from voting on this motion. This

matter will also be addressed at the special meeting of the Cemetery Committee.

Planning & Zoning:

- Kucera has approved up to 25 permits to date, which appears to be about the same as previous years with around 32 annually.
- The attorney informed Tom that the Kullenberg case was closed. Kullenberg will be taking this to the appeals court and could take 10-18 months to be heard. Tom suggested that we contact the insurance company to see if this is a covered expense.
- The Planning Commission has suspended meetings through the end of the year due to Covid. If a pressing matter surfaces, a special meeting will be called.
- Ferris moved to reappoint Greg Wright to a two-year term. Sullivan seconded. Roll was called; all ayes. Motion passed.

Roads:

- A meeting should be held in the next 30 days to determine which roads to be repaired next year. Most likely candidate would be Airport Road.

Unfinished Business: Popp made a motion to accept the more comprehensive resolution from the attorney re: remote meetings. Packets should be available for public prior to meeting. Nielsen seconded. All ayes; motion passed.

New Business: Popp moved to adopt the State Auditors recommendation of a privacy policy on social security numbers. Sullivan seconded. Roll was called; all ayes. Motion passed.

Public Comments:

- Kucera recommends talking to police to see if they have a basis to cite anyone for alcohol infractions in cemetery. Michael says law enforcement does have ways to enforce. Sullivan feels it could be considered trespassing.
- Cemetery ordinance has large public interest. The special meeting should be advertised at least a week before.
- Northway feels a draft regarding alcohol should be done by attorney.
- Farrell noted 2 new cases of COVID in Benzie. No hospitalizations.

Board Comment: None.

Meeting adjourned at 9:10 p.m.

Sue Sullivan, Clerk, reporting.