

Regular Meeting of the Crystal Lake Township Board

Meeting held at 1651 Frankfort Highway, Frankfort MI 49635
January 14, 2020

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 add "IRS mileage rate reimbursement" under the Clerk's Report; Sullivan seconded; all ayes. Motion passed.

Conflicts of Interest: There were no conflicts of interest.

Minutes:

- Ferris moved the minutes of the December 10, 2019 Regular Board Meeting be approved as presented; Nielsen seconded; all ayes. Motion passed.

For the Good of the Community: No report.

Guests:

- Derek Graham from Baird, Cotter & Bishop described the services he and his firm would like to provide, including training in QuickBooks, if selected to be our auditors.
- Paul Olsen from Municipal Underwriters of MI, our insurers for 33 years, explained that the cost of the premium for the coming year's insurance would be the same as last year's, but the Township may consider adding coverage for cyber liability and for claims based on such cemetery issues as burials in the wrong location, depending on his quotes for the coverage.
- Undersheriff Sheriff Kyle Rosa explained why he was running for the position of Benzie County Sheriff.

Correspondence: The Aquatic Invasive Species Pathways Program received a state grant; Benzonia Village will hold a hearing regarding their draft Master Plan.

Commissioner Farrell's Report: Election of Commission officers and committee appointments; Joint Parks/Recreational/Cultural Plan; a Great Lake Water Levels Informational meeting; County "Budget at a Glance" distributed; a Centra Wellness Network meeting presented details of many adverse effects expected to our local, rural mental health services based on proposed changes by Mich. Dept. of H&HS; Frankfort/Elberta School Board elected officers and described Emergency Operations drills and some art shows.

Public Comment: Jill Marble expressed concern about a variety of recent and some long-term computer problems and suggested that perhaps Eclipse could take on a larger role administering QuickBooks, for example; Ann Kullenberg encouraged the Board to consider adopting a Noise Ordinance and offered information and samples from other municipalities.

Clerk's report:

- Sullivan moved that the Board adopt the new IRS-approved mileage reimbursement rate of a maximum of \$.57 per mile; Popp seconded; roll was called; all ayes. Motion passed.
- Sullivan moved that the Warrant Report be approved for payment with the addition of a bill for \$5,595.00 for the insurance premium; Popp seconded; Ferris asked if the Board would approve \$150.00 to buy back from the Kendrick family their parents' unused cemetery plot; she was asked to verify the procedures and put the documentation in writing; roll was called; all ayes. Motion passed.
- Because there was disagreement about the nature of the computer problems, it was agreed that Chris Varenhorst from Eclipse would be asked to provide a written report presenting his description of what happened and suggestions for the future; if questions persist, a meeting may be considered.

Financial Reports:

- Popp presented the financial reports for the General, Cemetery, Fire and Road Funds.
- Popp noted that it will be necessary to amend the FY 2019-2020 Election and Cemetery budgets prior to the end of this fiscal year and adoption of next year's budget.

REPORTS

Building & Grounds (B&G):

- Dean Michael and Tom Kucera presented the B&G Committee's Priority List for future improvements; Board members advised the Committee to get bids, make sure the bidders were properly licensed and bring the recommended bids back

to the Board; Ferris moved that the Board accept the Priority List as presented; May seconded; all ayes. Motion passed.

Policy:

- Ferris presented attorney Graham’s email discussing his opinion about policies in general; it was agreed that she should ask him to provide a blueprint of the policies he usually recommends to his municipal clients to compare with what we have drafted thus far.

Planning & Zoning:

- The Zoning Board of Appeals denied a variance at a hearing on Dec. 30, 2019; they will meet again on Jan. 23, 2020 to hear another request for variance.
- The Planning Commission will meet on Jan. 22, 2020 to discuss a possible solar use ordinance and to hear recommendations about the Crystal Lake Watershed overlay.

Roads:

- Nielsen reported on new estimates for work on Shorewood (\$142,000.00), Airport (\$90,000.00) and Graves (\$10,000.00); he said a section of Forrester will be finished by the County at their expense; repairs to Bridge Street are dependent on agreement between City of Frankfort and the County; tubes may be installed on Bellows, though whether those would be paid from the millage or General Fund depends if it is considered “surfacing” or “maintenance”.; whether Airport will be recommended for next year is to be determined.
- Nielsen moved that the Board send a letter to the Road Commission requesting asphalt resurfacing of Shorewood Drive at approximately \$142,000.00 and Graves Road at approximately \$10,000.00, with a waiver of deposit or down-payment; Popp seconded; roll was called; all ayes. Motion passed.

Unfinished Business: None.

New Business: None.

Public Comments:

- A. Kullenberg asked how Shorewood was selected for repair and offered to provide the Township Road Committee her perspective as a frequent cyclist regarding necessary road improvements.

Board Comment: None.

Meeting adjourned at 8:35 p.m.

Sue Sullivan, Clerk, reporting.