

Regular Meeting of the Crystal Lake Township Board

1651 Frankfort Highway, Frankfort MI 49635

July 17, 2024

Meeting was called to order by Supervisor Amy Ferris at 5:30 p.m. Earlier start time set in order to open sealed bids for sale of Township property.

Pledge of Allegiance was recited.

Roll Call: Marble, Northway, Ferris, and VanMeter were present, constituting a quorum. Nielsen was absent.

Guests: Joshua Toms, Keelee Beaudet, Gregory Rohlfig, Cindy Rohlfig, Suzanne Peele, Johnna Bridges, David Spragens, Jon Peele, Cathy Wilkinson, Mary Ellen Devine, Judy Grant, Linda Frysinger, Terry Frysinger, Brenda Sue Webber, Ellen Herscher, Ann Mayo, Fire Chief Cederholm, Mac Whisner, Brent Costa, Jennifer Costa, Sarah Waldeck, Kathryn Wilson, Jim Wilson, Deputy Clerk Sondra Halliday, County Commissioner Karen Cunningham, and Brian Halliday.

Agenda:

Ferris moved to accept the agenda as amended noting two additional pieces of correspondence were received, and discussion on how to proceed with responses to attorney's interrogatories regarding McCall lawsuit was placed under New Business. VanMeter supported. All ayes. Motion approved.

Conflicts of Interest: No conflicts of interest were declared.

Old Business – Opening of Sealed Bids for Township Property Sale

Brian Halliday read the only bid received, from Joyce Kirshner, to purchase the township-owned property—Lot 35 of Robinson Resort. Ferris wanted to table the discussion as the bid was under the Township's asking price. Marble felt if it was appraised at \$6,000.00, and that was what was offered, we should accept the bid. Ferris wanted to counter with an offer of \$7,000.00 plus closing costs. Northway wanted the property sale notice publicized for at least another month, after it was advertised twice in the paper.

Ferris moved to table acceptance of the Kirshner bid until further discussion could be held at the next Board meeting or a special meeting. VanMeter supported. Roll was called. Ferris, yes; Northway, yes; Marble, no; VanMeter, no. Motion failed.

Marble moved to accept Joyce Kirshner's bid of \$6,000.00 plus closing costs, if she agrees with them. Northway supported. Roll was called. Marble, yes; Ferris, no; Northway, yes; VanMeter, yes. Motion approved.

Good of the Community

Ferris shared an article from the MTA publication, *Township Focus*, regarding public participation during Board meetings as well as another document, which was Township specific. After review, by informal Board consensus, the Board supported the offered guidelines.

Public Comment:

- Jon Peele, Terry Frysinger, Suzanne Peele, Cindy Rohlfing shared their questions and concerns regarding a master plan and future development within the Township.
- Ellen Herscher said comments regarding Camp Nearby were posted on the CLT website for information and noted the PC and Zoning Administrator Kucera were working on the issues.

Minutes: April 16, 2024, Regular Board Meeting

Ferris moved to accept the minutes of the June 19, 2024, Regular Board Meeting as amended to remove the extra listing of Abigail Ellsworth's name from the list of guests. Marble supported. All ayes. Minutes accepted as amended.

Correspondence

- From Timothy S. Bourgeois, Executive Director of the Michigan Commission on Law Enforcement Standards, regarding funding for in-service training.
- From Benzie County Central Dispatch regarding implementation of a new Medical Priority Dispatch System.
- Complaint from Mark Bischak regarding code of ethics violations by some CLT staff.
- From Sofia Costa—online application for CLT Environmental Committee.

Guest:

- Justin Maylone of Cherry Capital Communications presented an update of the fiberoptic cable installation. Cable has been installed from Benzonia to the hut located on Crystal Lake Township Hall property. The Township will be the first active location in the township, by the second or third week of August. Underground conduit installation was at 60% completion. It was noted that homes will have 100% wired connections to the network—not wireless.
- Airport Manager Brooke Popp presented a report including historical information regarding CLT's financial support of the FCCAA. For the past 8 years, CLT contributed \$15,000.00 annually. Popp requested the support continue with another \$15,000 contribution this fiscal year, which would assist in funding various airport expenses including utilities, repairs, maintenance, insurance, and wages. Popp noted the FCCAA was working toward self-sufficiency and offered some of the ideas already implemented. She also addressed questions submitted by the Board regarding hangers, municipality contributions, etc.

County Commissioner Karen Cunningham's Report

(Full report available on CLT website)

- County Commissioner Cunningham noted her full report was on the CLT website. Ferris asked for clarification on the new radio station being started by David Beaton. WUWU-LPFM 100.1 will be a low-frequency station transmitted via the Frankfort Dow Memorial Airport tower/antenna. The station will broadcast very local information for the community.
- Sondra Halliday inquired about the Land Trust event. Cunningham said it was a fundraising event.

- Cunningham handed out informational flyers that would help the community make sense of the Benzie County Jail Operations Millage and the Benzie County General operations Millage.

Frankfort Fire and Rescue Department Report from Chief Cederholm for June 2024

(Full report available on CLT website)

- Chief Cederholm said there was an update to his report regarding membership in the Fire Department—25 members, not 21. He also noted that all equipment repairs were finished.
- Cathy Wilkinson thanked the Chief and his EMS staff for the wonderful care she received.

Financials:

- Treasurer Marble presented the financial fund summary for the month of June. Full reports were available online. Available balances were: General Fund, \$983,969.29; Cemetery Fund, \$417,553.37; Fire Fund, \$218,288.50; and Road Fund, \$525,280.49.
- Marble noted the Michigan CLASS investment fund first quarter earnings for each of the funds averaged 5.3%.

Warrant Report

- Clerk VanMeter amended the warrant report to include the DTE bill in the amount of \$73.26.

VanMeter made the motion to approve the warrant report as amended to include the DTE bill of \$73.26. This adjusted the General Fund total to \$13,623.06. The total amount for the Cemetery Fund was \$2,887.47, and there were no charges to the Road or Fire Funds. Marble supported. Roll was called. VanMeter, yes; Marble, yes; Northway, yes; Ferris, yes. Motion approved.

Airport

Marble shared the CLT Airport Committee, consisting of Judy VanMeter, Dave Spragens, and Jill Marble—met twice in July. VanMeter was collecting historical airport documentation, which led to some discussion. The Committee plans to have a complete written report for the August Board meeting detailing information gathered and discussed as well as recommendations for the Board moving forward.

Blight

- Ferris stated that we need a strategic plan to deal with blight issues. Joshua Toms and Sue Webber were members of the CLT Blight Committee and will meet Tuesday, July 23, 2024, 10:00 a.m. Sue gathered information from other communities and learned how blight was handled. An invitation for others to join the committee was extended.

Buildings and Grounds

- Brian Halliday shared a list of prioritized projects.
 - He was accepting bids/quotes for replacement of cemetery entrance signs, starting with the North Cemetery.

- With the additional days for federal and state elections, it became clear that a generator will be necessary for CLT in case of a power outage. He has received two quotes, but the old well pit has to be filled in preparation of the prime site for the generator.
- Deteriorating porch railings at the hall will be recovered and replaced with vinyl.
- The Township Hall will be power washed and cleaned.
- CLT applied for a .gov domain name and will be working with its IT-managed services company to integrate this.
- Both the Treasurer's and Assessor's BS&A property tax software applications need to be moved from desktop computers to the file server, which requires moving data and programming. Data will be backed up every night.
- Robinson Road property was addressed earlier.

Cemetery

- Ferris shared the Cemetery has a perpetual fund that was sanctioned by the State. The principal balance cannot be touched, only the interest. It was recently determined that \$150,000 was the base amount/principal of this fund. VanMeter asked what the source of funding was for the perpetual fund. Ferris explained that \$1.00 of each plot sale goes into the perpetual fund. The total amount will be transferred once a year. Marble said the \$150,000 principal will be "frozen" in the Michigan CLASS investment fund.
- Ferris continues to have situations occur that are not in compliance with the CLT Cemetery Ordinance. The Board, by consensus, agreed to continue to follow the current ordinance, allowing Ferris to address the issues through communication first and, if need be, issuance of citations.

Planning and Zoning

- Ferris shared Section H from Chapter 3, page 10, of the CLT Zoning Ordinance regarding garage sales, yard sales, rummage sales, and other similar activities. There's a problem with some folks setting items they want to get rid of out at the end of their driveways. Board consensus was to support the issuance of citations by the Supervisor upon violations of this section.
- Ferris noted she had a compilation of letters received regarding Camp Nearby that were available to share.

Old Business

- **Enforcement Officer**

Ferris shared the two applications received for the Enforcement Officer position. VanMeter said the Board should have received them sooner and wanted to review them before a decision was made. Ferris suggested the Board meet with the Blight Committee on Tuesday, July 23 to get their input on the applicants. A special Board meeting could be held after that.

New Business

- Ferris said responses to the attorney's interrogatories relating to the McCall lawsuit needed to be discussed. There were many questions that need to be answered and supporting documents required. The Clerk was tasked with providing answers and documentation for the Township

as defendant. The Supervisor will provide answers and documentation for her individual and official capacities as defendant.

Public Comment

- Cindy Rohlfing asked who was responsible for setting the speed limit on Mollineaux Road, noting vehicles go way too fast. She was directed to start with the Benzie County Road Commission.
- Ann Mayo asked where to get a “green” address street sign, and Ferris said the information was on the CLT website.
- Kathryn Wilson inquired about blight issues and what was being done.
- Johnna Bridges addressed maintenance of the vegetation that was blocking access on Lakeshore Drive and asked who was responsible for clearing it.
- Jon Peel asked about the lawsuit, and Ferris briefly explained.

Board Comment

- Ferris shared that Dr. Nielsen had health issues recently and sent him our best wishes.

Meeting adjourned at 7:04 p.m.

Judy VanMeter, Clerk and Sondra Halliday, Deputy Clerk, reporting.

Amy Ferris, Supervisor

Date

Judy VanMeter, Clerk

Date