

# **Regular Meeting of the Crystal Lake Township Board**

Meeting held at 1651 Frankfort Highway, Frankfort MI 49635  
November 12, 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 the agenda be amended to add a Resolution to the Clean Up dates and the re-appointment of Bill Herd to the Planning Commission and that the agenda be approved as amended; May seconded; all ayes. Motion passed.

**Conflicts of Interest:** There were no conflicts of interest.

## **Minutes:**

- Ferris raised questions and said she was concerned that the Minutes showed bias in what was reported. Sullivan agreed to amend the Minutes to show that Nielsen seconded the motion to approve the Warrant Report for payment. Popp moved the minutes of the October 8, 2019 Regular Board Meeting be approved as amended; May seconded; Ferris voted no; May, Nielsen, Popp and Sullivan voted yes. Motion passed.

**For the Good of the Community:** Ferris mentioned resources available about the 2020 Census and a notice from Networks Northwest about housing.

**Guest:** Jessica Carland presented the Annual Report for Benzie Bus, highlighting the increase in ridership, the size and fuel efficiency of the fleet, the 40 staff members, celebrating the 1-millionth rider, the addition of two new bus shelters and more bike racks, and increased support for transportation for wellness visits.

**Correspondence:** MTA/DNR request re: limiting vehicle use on certain forest roads on state lands.

**Commissioner Farrell's Report:** New legislation will raise the age at which young people will be adjudicated in Family Court as opposed to criminal courts; Benzie School Resource Officers are improving relations with students, including additional options for students to be able to communicate with law enforcement

personnel; and the County is exploring ways to improve its long-term financial stability.

**Public Comment:** None.

**Clerk's report:**

- Popp moved that the Warrant Report be approved for payment as presented; Sullivan seconded; roll was called; all ayes. Motion passed.
- Sullivan announced that the renewal of the road millage passed by a vote of 211 to 79 at the Nov. 5, 2019 election; she will present a proposal to pay off a 5-year maintenance contract for the election machines at the next meeting; the state Bureau of Elections and MTA have agreed there is no definitive ruling on the validity of our August election on Marijuana establishments and have advised that we follow our attorney's advice and put it on the March 2020 ballot.
- Sullivan and Ferris will continue to review the sexton's 2019 expenses to determine if any of them could be retroactively charged against any endowment accounts.

**Financial Reports:**

- Popp presented the financial reports for the General, Cemetery, Fire and Road Funds. She also noted that 98% of the summer taxes had been collected.
- Popp moved that the Board agree to sponsor clean-up services, 8 to 11 a.m., Saturday, May 2 and August 8, 2020, for township residents; Sullivan seconded; Ferris questioned the need and cost for two clean-up days; roll was called; Ferris voted no; May, Nielsen, Popp and Sullivan voted yet. Motion passed.
- Popp proposed a deadline of Thanksgiving for submitting comments/revisions to the draft FY 2020-2021 budget, so that a public hearing can be held at 6:30 p.m. on Jan. 14, 2020 before the Feb. 11 Board meeting. It was agreed to hold a Special Board Budget meeting on Dec. 4, 2020 at noon for Board members to discuss the budget collaboratively.

**Reports**

**Airport:** Written reports for July, August and October were submitted.

**Building & Grounds (B&G):**

- Efforts are still being made to try to find an ADA consultant; Ferris has gotten estimates for putting in new ADA accessible doors and is investigating other repairs.

## **Newsletter:**

- There was much discussion over whether the newsletter should be one or two pages; Sullivan agreed to condense it to one page by the following week.
- Ferris presented a flier that the NW Mich. Invasive Species Network (ISN) requested be included with CLT's tax bill and newsletter mailing; Popp moved that the Board approve the inclusion of the ISN flier with the 2019 Winter tax bill and newsletter mailing, provided that ISN pay for the additional printing costs and that no additional postage costs be incurred; Sullivan seconded; roll was called; all ayes. Motion passed.

## **Planning & Zoning:**

- The draft minutes from the 10-23-2019 Planning Commission were emailed to Board members prior to the meeting.
- Ferris moved that the Board reappoint William Herd to the Crystal Lake Township Planning Commission for a period of three (3) years, effective September 1, 2019 and running through August 31, 2022; Popp seconded; roll was called; all ayes. Motion passed.

**Roads:** Nielsen discussed the hopes for getting work done on Shorewood, Airport and possibly Sunset next summer; he got Road Commission approval for a down payment of \$10,000.00 and delayed payment on the remainder of the 2020 expenses until 2021; due to State involvement, culverts may not be done on Thomas this summer; CLT has access to \$15,000.00 which can be allocated to completing the work on Bridge St.; it is unknown which roads may get cracks sealed next summer; Lobb Rd. and South Shore are County primary roads and may not be on the County's repair schedule for another 5 years; he suggested the Township begin to consider a variety of long-term financing options, such as possible cost-sharing, for such road improvements.

## **Unfinished Business:**

- Sullivan announced that the dates for the state Dept. of Treasury to begin its financial audit/training will be Wednesday and Thursday, Dec. 18 and 19, 2019.
- Popp presented her draft Taxpayer Survey and cover letter; objections were raised to the inclusion of questions re: funding for building improvements as premature and prejudicial without more facts; Popp moved the Board approve the Taxpayer Survey and accompanying cover letter as presented; Nielsen seconded; Ferris and Sullivan voted no; May, Nielsen and Popp voted yes. Motion passed.

## **New Business:**

- Ferris presented draft calendars for Board meetings and office closures in 2020; Ferris moved that the Board agree to add Veterans' Day to the list of days the Township Hall will be closed for normal business; Sullivan seconded; all ayes. Motion passed.

**Public Comments:**

- Commissioner Farrell said she agreed that it was important for the Board to have at least one collaborative meeting to discuss the budget and that it was a mistake to send out the Taxpayer Survey as it is, because it would only solicit uninformed opinions.
- Dean Michael said he believed the Survey questions needed to be more specific and he was concerned about how group emails were handled.

**Board Comment:** None.

**Meeting adjourned at 8:54 p.m.**

Sue Sullivan, Clerk, reporting.