

Regular Meeting of the Crystal Lake Township Board

1651 Frankfort Highway, Frankfort MI 49635

November 20, 2024

Meeting was called to order by Supervisor Amy Ferris at 6:00 p.m.

Pledge of Allegiance was recited.

Roll Call: Marble, Webber, Ferris, and VanMeter were present constituting a quorum.

Guests: County Commissioner Karen Cunningham, Thelma Rider, FKS Airport Manager Brooke Popp, Christina Trigg, Joshua Toms, Keelee Beaudet, Fire Chief Michael Cederholm, Zoning Administrator Tom Kucera, David Spragens, Joe Gentle, Skye Gentle, Martha Papineau, Brian Halliday, Deputy Clerk Sondra Halliday, Ann Kullenberg, Joseph Meyers, and Abigail Ellsworth.

Welcome/Introduction

Ferris welcomed new Board member Sue Webber and new County Commissioner Christina Trigg who introduced herself including background information. Ferris thanked outgoing County Commissioner Karen Cunningham for her service.

Agenda

Ferris moved to accept the agenda as amended to include the following corrections. Marble supported. All ayes. Motion approved.

Agenda Corrections:

- Addition of correspondence from Halliday regarding Ironman 70.3 Triathlon
- Airport Report: Removal of underline under Ltr. of Support; underline Monthly Pkt.; addition of resolution to reappoint Spragens to FCCAA
- Addition of Risk Assessment report under New Business

Conflicts of Interest: There were no conflicts of interest.

Approval of Minutes: October 16, 2024, Regular Board Meeting

Webber moved to accept the minutes of the October 16, 2024, Regular Board Meeting as presented. Ferris supported. All ayes. Motion approved.

Ferris asked Josh Toms if he would clarify what Moore's Law was. He shared it was a term used in manufacturing where capabilities increase while costs decrease.

Approval of Minutes: October 30, 2024, Special Board Meeting

Ferris moved to accept the minutes of the October 30, 2024, Special Board Meeting as presented. Marble supported. All ayes. Motion approved.

Correspondence

- Post-Camp Nearby correspondence packet; Ironman correspondence from Walton, Rider, and Halliday—all documents are posted on the CLT website.

County Commissioner Karen Cunningham's Report

(Full report available on CLT website)

- County Commissioner Cunningham shared her monthly report and highlighted the following:
 - SWAC Special Meeting November 20 to review RFPs for hazardous waste
 - BoC was reviewing a draft for the County PILOT (Payment in Lieu of Taxes).
 - BoC held a public hearing on its Master Plan addendum on November 12
 - BoC Study Session—discussed the \$230,000 marijuana funding allocation received with a potential focus on recreation, education and infrastructure. Halliday asked what percentage of the \$230,000 was from marijuana sales. Cunningham wasn't sure but thought about 2%.
 - Santa Claus will be in Room 206 at the Government Center on December 11 from 3:00 p.m. to 5:00 p.m.

Frankfort Fire and Rescue Department Report

(Full report available on CLT website)

- Chief Cederholm shared his report for the month of October. Total active members of the Fire Department: 23 plus 3 cadets.
- Department will resubmit its application for an AFG grant of \$10,000 for new SCBAs. An additional application for a \$1,000 grant through the Grand Traverse Band of Ottawa and Chippewa Indians was submitted to cover the cost of a chest compression device and an ice water rescue suit.
- Fire Advisory Board will meet on December 12, 6:00 p.m., Fire Station. A CLT representative from the new Board has yet to be assigned.
- Natalie and Nick Crawford volunteered to host a benefit pancake breakfast on Sunday, December 15, from 8:00 a.m. until 12:00 p.m. at the Mayfair Burger Bar. Proceeds will help defray the cost of new equipment such as the chest compression device.

Public Comment:

- Brooke Popp shared FKS airport matters during her comments including: (1) The ACIP was completed with lists, concepts, and projects for the next five years; (2) Next FCCAA meeting, November 21, 6:00 p.m.; (3) A June MDOT inspection found licensing deficiencies, which must be addressed for FKS to get its General Aviation license back; (4) Popp will request \$266,000 in grant funds through the State-Local Grant Program to help fix deficiencies, and a CLT letter of support was requested.
- Thelma Rider was pursuing community support to put the Ironman 70.3 Triathlon issue on the ballot, so everyone could be a part of the decision-making process. She encouraged the CLT Board to vote against holding Ironman in 2025 and 2026.
- Ann Mayo shared she attended the Ironman public meeting in Frankfort, and there were only three people against the event. She volunteered at the event and felt it was well run.

- Joe Gentle stated he would also support not having Ironman and noted several people he spoke with were also against holding it in Benzie County again. Gentle inquired about the communications tower and if CLT had any input on its installation. Kucera explained since the property was owned by a government entity, the project was exempt from zoning ordinance regulations. Kucera stated CLT did have input on a variety of issues during negotiations. Kullenberg inquired where the communications tower will be located, and Kucera said on the NE corner of the intersection of Bellows and Thomas Roads, on property owned by the City of Frankfort.

Financials:

- Treasurer Marble said she attended an all-day, intense training session in Gaylord.
- The full financial reports were available on the website.
- In summary, Treasurer Marble noted the fund information for the month of October: General Fund total assets, \$969,210.11; Cemetery Fund total equity, \$372,402.02; Fire Fund total liabilities and equity, \$174,906.20; Road Fund total liabilities and equity, \$534,276.62; and Tax Fund total liabilities and equity, \$190,820.66. She noted the Tax Fund balance was decreasing due to the receipt of less payments and disbursements being made.

Warrant Report

VanMeter made the motion to approve the warrant report as presented. Marble supported. Roll was called. Marble, yes; Ferris, yes; Webber, yes; VanMeter, yes. Motion was approved.

Ferris shared the article, *“Taking financial oversight to a higher level,”* from the November 2018 issue of the Township Focus.

Airport

- Spragens reported:
 - FCCAA reviewed financial reports and approved checks at its October 24 meeting.
 - Reviewed various calculation charts with different prices of fuel sales and anticipated revenue based on pricing per gallon. No action taken.
 - An economic impact report showed in September there were 280 airport operations; 77 of those were visitors to the community.
 - The AT&T contract was under review.
 - Requests for hangar additions were received. Rent was increased on the Dow hangar, and the new tenant agreed to the increase.
 - A committee of FCCAA members was formed to review engineering services for the ACIP.

Ferris moved she compose a CLT letter of support for the State/Local Airport Program for fiscal 2025 grant application. Webber supported. All ayes. Motion approved.

BY RESOLUTION: Ferris moved that David Spragens, who shall meet the expectations of the position as spelled out in the Township’s Resolution of 08.21.24, is now appointed to serve, at the will of the Township, a new term as CLT’s representative on the Frankfort City-County

Airport Authority, November 2024 through November 2028. VanMeter supported. All ayes. Motion was approved.

Building and Grounds

Ferris thanked Brian Halliday for overseeing the improvements to the railing system on the outside of the hall.

Planning and Zoning

Ferris shared the resignation from Lee Ewing and thanked him for his service.

Ferris moved to accept the resignation of Lee Ewing from the Planning Commission. Webber supported. All ayes. Motion was approved.

Old Business

- Treasurer Marble presented an updated version of the letter to the City of Frankfort. The Township's goal was to become positive community partners by sitting down with City Council representatives and planning for improved communication and inclusion moving forward. VanMeter and Marble will complete the final edit of the letter and offered to represent CLT at in-person meeting(s) with the City of Frankfort. By consensus, the Board agreed to send the letter after edits were completed and Board signatures obtained.

New Business

- VanMeter shared the annual agreement with Northwest Education Services regarding collection of summer tax dollars.

VanMeter moved the Crystal Lake Township Board to agree to sign the Agreement for Collection of Summer School Property Taxes between the Northwest Education Services and CLT that will provide for the collection by the Township of the summer tax levy on all (100%) of School District property taxes for the year 2025. Marble supported. Roll was called: Ferris, yes; VanMeter, yes; Marble, yes; Webber, yes. Motion approved.

- Ferris noted there was a risk assessment done by the Michigan Township Participating Plan insurance company. Brian Halliday met with the representative and noted the assessment is done every four years, and CLT was a low-risk township. He shared items that were identified for resolution in the 2020 assessment meeting as well as additional items from the 2024 assessment.

Public Comment

- Ann Mayo asked if the Board knew the property tax liability for "summer" people included support for our local schools.
- Abigail Ellsworth inquired about Page 5 of the ACIP regarding avigation easement acquisition. Ferris suggested this be discussed later because of the time limit of the Board meeting.

- Thelma Rider questioned why the City of Frankfort was the only municipality to benefit financially from the Ironman 70.3 Triathlon. She stated again that she was not in favor of hosting the event another two years.

Board Comment

Ferris noted items that will be on the agenda for the December Board meeting: 2025 meeting calendar, Short-term Rental Ordinance, priority projects for the future, committee assignments, etc.

Webber said she enjoyed her first meeting.

Meeting adjourned at 6:48 p.m.

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

Amy Ferris, Supervisor

Date

Judy VanMeter, Clerk

Date