

Regular Council Meeting
Tuesday, January 15, 2013
412 Main St. - City Hall
Frankfort, Michigan 49635 (231) 352-7117

Meeting was called to order by Mayor Johnson at 7:00 p.m.

Pledge of Allegiance

Roll Call - Present: Condon, Haan Holwerda, Johnson Absent: Jackson
Mayor Johnson announced that Sandy Jackson was unable to attend the meeting tonight due to a lung infection.

Agenda Amendment

Mayor Johnson added item d) to new business for MDOT Street Administrator Resolution.

Request to Appear Before Council

None

Public Input

None

Correspondence

Community Spirit Food Source Inc. – Thank you for holiday help
Crystal Lake Art Center – Awarded a Capital Improvement Grant
Charter – Removing MI Govt. Channel (MGTV) from Line-up
Sondee, Racine & Doren – Rate increase
Crystal Lake Art Center – Special Thanks to Josh Mills

Approval of Minutes

Motion by Holwerda, seconded by Condon to approve the regular minutes of 12/18/2012 as presented.

RC: Yeas: All

Nays: None

Motion CARRIED

Approval of Bills

Motion by Johnson, seconded by Condon to approve prepaid vouchers #43273 - 43319 in the amount of \$118,227.82. Payroll vouchers #26573-26644 in the amount of \$36,272.46.

RC: Yeas: All

Nays: None

Motion CARRIED

Motion by Condon, seconded by Holwerda approving monthly Vouchers #43320-43359 in the amount of \$83,990.31 as presented.

RC: Yeas: All

Nays: None

Motion CARRIED

Committee Reports

a) Personnel/Public Safety

The personnel committee did perform a six month review and copies were given to council. Still working on the Cavric settlement

b) Finance

The next finance meeting will be held on February 5th.

c) Water/Sewer & Solid Waste

No meeting

d) Recreation Board

Met and discussed revising the Recreation Master Plan. Hoping to have Northwest Michigan Council of Governments help out with the revisions. Next meeting is scheduled for April.

e) Fire Advisory

No Meeting

f) Planning Commission

The site plan for Fusion for an upper level deck was approved. Zoning ordinance revisions were recommended to be adopted and forwarded on to the Frankfort City Council for approval.

g) Airport Authority

Condon reported that there were 1900 total operations for 2012. The authority adopted a resolution for the ALP. The snow plow got new cutting edges.

h) Grants

The Grand Traverse Band of Ottawa and Chippewa Indians grant application deadline was met.

i) BLUA

The audit is available for review in the Clerk/Treasurer's office.

j) Brownfield Redevelopment

No meeting.

k) Marina Authority

No meeting.

l) Tree Board

The Tree Board met today. They discussed the plan to move trees around in the nursery by placing larger pots in the ground and the smaller pots will hold the trees so they can be moved to different locations in the nursery. They will check to see if the high school students can help out with this project. There might be a possibility that the Rotary Club will assist in the cost of the permeable pavers as one of the projects. The Tree City application has been submitted. A report from Paul Gerhart regarding a proposed contract for tree trimmers regarding standards for proper tree pruning of trees in the City of Frankfort was presented to the board. Gerhart also passed out a proposal on Bellows Park Management. Bonnie Warren is checking into a banner project and is hoping to involve the art center and chamber. Arbor Day is April 26th. The board is hoping to work with the Benzie County Conservation District on the garlic mustard pull.

m) Commissioner's Report

Roger Griner the newly elected commissioner serving Frankfort was unable to attend due to the county commission meeting scheduled for this evening. Griner did include a report to the council on what the commission is doing and the committees he hopes to serve on.

Departmental Reports

Clerk/Treasurer –

Kidder stated that she participated in a wage and salary survey for 2012 from MML. The data was to be entered prior to January 15th and after that should be available to those who participated in the survey. This will be an excellent tool when it comes time for negotiations.

About 95% of the winter taxes have been collected and 97% of the summer taxes have been received. Those new property owners that did not receive a tax bill due to an error in the tax upload from the county have now received their new bills and most have already paid.

Contracts for seasonal marina slips have been sent out and the boaters have until the end of the month to respond before slips will be offered up to boaters on the waiting list. Haan mentioned that the seasonal marina rates do not appear on the website. Kidder will check into this.

Superintendent – Mills commented that the DPW crew did an outstanding job the night of the storm. They did a great job keeping the streets accessible especially for emergency vehicles. Mills wants to look at grant money for trailer-mounted generators that would be able to power command stations in case of an emergency.

Mills has been speaking with Consumers Energy on compensation for watching downed power lines. They are working on getting some rebates back from past downed lines that we have not received payment for.

Mills reported that there was an increase in land use permits for 2012, sign permits were down by one and demolitions permits remained the same as the year before.

The planning commission had a public hearing on zoning ordinance amendments that are on the agenda for this evening.

Firefighters responded to 15 calls in December. Fire runs were up for 2012 with 179 runs while 2011 there were only 123 runs. Medical first responder runs were down for 2012 with 269 runs while 2011 had 300 runs for the year.

There are concerns with the launch ramp this year if the lake levels continue to fall. Mills has tried to speak with Jordan Byelich from the MDNR for final payment on the launch ramp but he has been overwhelmed with so many communities having the water level problems that he has not responded back yet.

Chief of Police –

Redder budgeted to have the 7000 series radios enhanced, but after speaking with emergency manager Frank Post it looks like that cost may be picked up by a grant. The City may still have to pay for the enhancement but will be reimbursed from the grant. Redder spoke with Tele-rad about re-banding the 800mhz radios and it looks like this will happen in April after they receive the correct template from the State.

Redder stated that his department has issued 22 parking tickets for parking after 2 a.m. There have been some complaints while others just pay the fine. Redder stated there were no other arrests or tickets issued for December.

The storm just before Christmas knocked out power to many residences on the west side of the County. The Emergency Operation Center was opened and there were three warming centers open in the county. Those were the Maples, Benzie Bus and Fresh Wind Church. Frank Post has been very busy since he took over as the County's Emergency Manager Coordinator.

Redder reported that the paperwork has been sent in on the video cameras.

Old Business

a) Reviewing Goals – Mayor Johnson

Council went over the goals and prioritized them as follows:

1. Continue and complete Safe Routes to Schools Grant.
2. Establish a Downtown Development Authority through the Planning Commission.
3. Capital Improvement Plan: Start and do a new SCADA system to effectively monitor water and wastewater system of the City.
4. Capital Improvement Plan: Establish a 5-year plan and funding mechanism to improve streets and any water and sewer needs.
5. Have new or additional banner program for Main Street.
6. Start construction this spring of new recreation center in conjunction with the Masons.
7. Complete plans for wetland park near Industrial Park.
8. Start way-finding signs on M-22 and M-115 to help traffic into City and beaches.

New Business

A) Introduction of Zoning Ordinance Amendments - Mills

Motion by Holwerda, seconded by Johnson to introduce 9 zoning ordinance amendments per Planning Commission approval upon completion of a public hearing held on January 8, 2013.

RC: Yeas: All

Nays: None

Motion CARRIED

B) Professional Services Agreement/Abonmarche/Safe Routes to Schools

Motion by Holwerda, supported by Condon to approve the agreement between the City of Frankfort and Abonmarche with additional authority of the City Council for notification and approval of any change orders and addenda and a not to exceed amount of \$24,800.00.

RC: Yeas: All

Nays: None

Motion CARRIED

C) Professional Services Agreement/Wade Trim - Mills

Motion by Condon, seconded by Holwerda to allow City Superintendent Joshua Mills to retain the services of Wade Trim at an amount not to exceed \$1,000.00 to aid in the preparation and completion of zoning ordinance amendments. Funding will be utilized from line items 101-401.000-801.000 and 101-299.000-801.000.

RC: Yeas: All

Nays: None

Motion CARRIED

D) Resolution for Designation of Street Administrator - Mills

Motion by Holwerda, seconded by Condon to designate Joshua J. Mills as the single Street Administrator for the City of Frankfort in all transactions with the State Transportation Department as provided in Section 13 of Act 51.

RC: Yeas: All

Nays: None

Motion CARRIED

PUBLIC INPUT –

Alma Penfold House – 221 Michigan Ave. – Wanted to know if the council was going to let the public know what the list of goals was. Kidder stated as soon the goals are reprinted in the new prioritized order she will have them available for the public.

Norma Elias – 107 Park Ave. – Does the council know what the millage request for streets will be and how much they are asking for? Holwerda informed her that they are just now looking into it and are looking at the timeline to have everything in order for the November election. Council is also looking at which streets need the most work and the cost associated with the work. The City will also be asking for 1 mil for

fire protection on the November ballot. Elias questioned if we would need a millage if we didn't have to pay for firemen staying at the fire station. Mills stated that those on-call firemen work for \$8.00 per hour and there is an \$800 a week cap on the wages for on-call fire personnel.

Adjournment

Motion by Condon, seconded by Holwerda to adjourn the meeting at 8:10 p.m.

RC: Yeas: All

Nays: None

Motion CARRIED

Robert J. Johnson, Mayor

Kimberly K. Kidder, Clerk/Treasurer