

**Regular Council Meeting**  
**Tuesday, March 15, 2011**  
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, Holwerda, Johnson, Stransky Absent: Haugen

**Request to Appear Before Council**

***Susan Miller – Benzie Transportation Authority (Benzie Bus)*** Gave a presentation on the Benzie Bus System from start up over the last five years and up to the May Election in which they are asking for a millage renewal. Miller provided handouts with information on the Benzie Bus to the council and the public.

**Public Input**

Mayor Johnson – Josh Mills, Roger Griner, Mike Jones and Johnson met with Lake Express representatives about an event to take place on May 8<sup>th</sup>. Lake Express will be offering \$10 boat trips, food and music with proceeds going to benefit the Lions Club and FEAA. Lake Express will be donating \$2500 towards the two charities. The event takes place on Mother's Day so you can take your mother to dinner and on a tour of the Lake Express.

**Correspondence**

Benzie Community Water Council, Inc. – Water Festival  
Andrew C. Martin – Resignation from Planning Commission  
Charter – Reducing prices for unreturned equipment  
Charter – New Channels

**Approval of Minutes**

The minutes for the 2/15/2011 Regular Meeting were accepted as written as there was not a quorum of those present at the meeting to approve it.

**Approval of Bills**

Motion by Holwerda, seconded by Johnson to approve prepaid vouchers #40754-40798 in the amount of \$255,703.68 of which \$137,905.90 was tax distribution and \$28,535.50 was BLUA, \$20,000 down payment on computers and \$11,375.00 was well house booster. Payroll vouchers #24441-24509 in the amount of \$36,254.82. In addition USDA water vouchers #28 & #29 in the amount of \$20,133.03 and USDA Sewer Vouchers #532 & 533 in the amount of \$12,648.99

RC: Yeas: Condon, Holwerda, Johnson, Stransky Absent: Haugen  
Nays: None Motion CARRIED

Motion by Holwerda, seconded by Haugen approving monthly vouchers #40799-40822 in the amount of \$11,635.55 as presented.

RC: Yeas: Condon, Holwerda, Johnson, Stransky Absent: Haugen  
Nays: None Motion CARRIED

## **Committee Reports**

### ***a) Personnel/Public Safety***

On March 3<sup>rd</sup> the committee met to go over the water meter reader contract, marina manager contract and the launch ramp attendant contract. These contracts and recommendations are on the agenda.

### ***b) Finance***

Next finance meeting will be March 30, 2011 at 2:00 p.m.

### ***c) Water/Sewer & Solid Waste***

Have not met. Mills wants to meet with Stransky for a rate review of the laundromat.

### ***d) Recreation Board***

Did not meet. Will be meeting in April.

### ***e) Fire Advisory***

There will be a meeting on March 24<sup>th</sup> at 7:00 p.m.

### ***f) Planning Commission***

Had final approval to go from a nine (9) member board to a seven (7) member board. Bruce Ogilvie will be Chairman for the next three years. They are working on a marijuana ordinance.

### ***g) Airport Authority***

AT&T has asked to put a 4G antenna on the tower which will be more monthly rent revenue for the airport. The fuel alarm on the fuel pump was broken and will need to be repaired. The snow removal equipment has been ordered and is expected to be delivered in October. A new approach plan needs to be filed due to wind turbines. The airport was closed down 15 days this winter due to weather.

### ***h) Grant***

Condon and Mills met last week and discussed grant funding for the City. Some ideas for funding were the Marina, M-22 streetscape, Lake Michigan beach bathhouse to name a few.

### ***i) BLUA***

Meets this Thursday. BLUA did receive a letter from the State approving the 25 mile radius for septage.

### ***j) Brownfield Redevelopment***

No meeting. Brownfield may be chopped at the State level.

### ***k) Marina Authority***

Have not met.

### ***l) Commissioner's Report***

The commissioners implemented a new Records Retention Policy. They have run out of space to store files and are looking for more efficient ways to store documents. The Maples looks like it will have enough money to proceed with the new addition.

Stobie and Halliday met with the architect on the Maple project and he want the structure to be home designed and not as institutional. Gilmore Township has put a moratorium on wind turbines until August 22, 2011. Dave Van Hammond was appointed to the Airport Authority Board replacing Larry Morris.

Mayor Johnson wanted to mention the Tree Board met and the Arbor Day celebration is set for April 29<sup>th</sup>.

### **Departmental Reports**

***Clerk/Treasurer*** – The computers are at Wyant Computers and much of the software will be loaded on there. Kidder was expecting to hear from them this week as to when they would be installed. Kidder spoke with the vendors for the copier and explained that we would look at funding for them in the next fiscal year.

There are only two seasonal slips left to fill for this season. We should be able to fill them once the season starts.

The City turned taxes back over to the County and settled with them on March 3<sup>rd</sup>. The County will send the balance on the taxes sometime in May. Kidder stated that we have over \$82,000 for operating and \$2,700+ towards administration fees that will go into the general fund.

The Board of Review was held Monday and Tuesday of this week.

***Superintendent*** – On March 28, 2011, the MSU Extension will be performing a Waterfront Assessment for the City of Frankfort. This is being done through a SEA GRANT which the MSU Extension received. The assessment will be held here at the City Hall and will take approximately 2 ½ hours to complete. Josh will put an article in the paper and if there is room he would welcome the public to attend.

Mills mentioned that this is pothole season. The DPW crew is busy doing repairs on them but can't get them all at once so please watch for the potholes.

Mills reported on zoning/planning issues from the Planning Commission. Bruce Ogilvie will continue on as Chairman of the Planning Commission, Pat Storrer is Vice Chair and Melina Penne is Secretary. Ogilvie will be the representative to the Zoning Board of Appeals. Ogilvie reported on the Placemaking Summit that he attended earlier in the month. The Planning Commission made the motion to reduce the number of members from 9 to 7. This will be on the agenda this evening.

Mills gave a recap of the fire and EMS runs. There were 39 MFR runs from January 1 to February 20 and 10 fire runs from January 1 to February 17.

Mills received proposals to replace the pumps and control panel at the Day Ave./James St. lift station. Stransky was glad to see all the bids and the difference in pricing.

Mills is waiting for the final numbers from Chris Luedtke for repairs at the launch ramp. Once Josh gets the final numbers he can relay them to the MDNRE for additional grant funds to finish the launch ramp project. Stransky wants to revisit the canoe/kayak launch site this spring.

**Chief of Police** – Redder reported on a meeting with Manistee Benzie Community Mental Health held at the Sheriff's Department. They discussed cases and changes coming due to changes in healthcare. Other changes will be federalizing areas of care for mental health. Manistee Benzie Community Mental Health will also be changing their name to Central Wellness Network.

Redder reported that this year's Shiver by the River festival went very well. There were many people in town for the parade but possibly fewer watching the races. The feedback from the community is that it seemed like a good weekend for the businesses.

Redder spoke to the Portage Lake Harbor Commission on pier safety issues and what the City of Frankfort has done regarding pier safety and information regarding rip tides. He may be asked to speak to Onekama Township officials as well.

Complaints were comparable to last year's and arrests increased this year from last year. The preliminary exam for Robert Cheek who is accused in a murder case from two years ago is scheduled to begin on March 17<sup>th</sup>.

**Old Business**

**A) Marina Manager – Personnel Committee**

Motion by Condon, seconded by Holwerda to approve the Contract Agreement for Municipal Marina Management as presented.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

**B) Amendment to Tree Management Ordinance (Section 4803) - Mills**

Motion by Holwerda, seconded by Condon to introduce the Amendment to Tree Ordinance Section 4803.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

**C) Schedule of Fees – Mills**

Motion by Holwerda, seconded by Johnson to approve the revised Schedule of Fees as discussed.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

**New Business**

***A) Launch Ramp Attendant Contract – Personnel Committee***

Motion by Condon, seconded by Holwerda to approve the Contract Agreement for Municipal Launching Ramp Operations as presented.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

***B) Water Meter Reader Contract – Personnel Committee***

Motion by Johnson, seconded by Condon to approve the Contract Agreement for Water Meter Reader as presented.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

***C) Committee Appointments – Mayor Johnson***

Motion by Mayor Johnson (no seconded required) to re-appoint Bonnie Warren for a 3-year term and appoint Janet Pomerleau for a 2-year term to the Tree Board, Ron Beyette and Cal Dummer for 3-year terms and Tom Kunitzer for a 1-year term to the Marina Authority and Bruce Ogilvie to the Planning Commission for a 3- year term.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

***D) Corps of Engineers – Supplemental Agreement - Mills***

Motion by Holwerda, seconded by Condon to authorize City Superintendent Josh Mills to sign the Supplemental License Agreement with the U. S. Corps of Engineers to continue use of the North Breakwall for the annual 4<sup>th</sup> of July Fireworks display and pier safety devices.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

***E) Membership of the Frankfort City Planning Commission - Mills***

Motion by Holwerda, seconded by Johnson to reduce the Frankfort City Planning Commission from 9 members to 7 members and to initiate the amendment to Section 8104.02 of the Frankfort City Zoning Ordinance.

RC: Yeas: Condon, Holwerda, Johnson, Stransky      Absent: Haugen  
Nays: None      Motion      CARRIED

***F) Wade Trim “As-needed” Professional Planning Services – Mills***

This item was TABLED and sent to the finance committee for further recommendation.

**PUBLIC INPUT –**

Bob Dittrich – 445 Park Ave. – Mills stated that “all community members are stake holders” when he was reporting on the MSU study and Dittrich thought that statement to be very true and commended Josh for involving the community. Dittrich also mentioned the community involvement that was stressed by Councilman Stransky on the beach bathroom issue. Making sure the community is involved is the right way to go. Dittrich was glad he came to the meeting.

***Adjournment***

Motion by Stransky, seconded by Condon to adjourn the regular council meeting at 9:00 p.m.

RC: Yeas: Condon, Holwerda, Johnson, Stransky  
Nays: None

Absent: Haugen  
Motion CARRIED

Meeting adjourned at 9:00 p.m.

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Robert J. Johnson, Mayor

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Kimberly K. Kidder, Clerk/Treasurer