

Regular Council Meeting
Tuesday, April 19, 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

Agenda Amendment

Motion by Johnson, seconded by Holwerda to amend the agenda to insert after Item (n) the following 2 agenda items (o) Willoughby Charity Gaming License Resolution and Item (p) Crystal Lake Art Center (CLAC) Lease Renewal to be followed by public input then Item (q) Personnel Letter for Negotiations (Closed Session if discussion is needed).

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

Request to Appear Before Council

Marlene Wood-Zylstra – Benzie Recycling Program Coordinator –was unable to attend.

Public Input

Bonnie Warren 590 Corning Ave. – The Tree Board is looking at a proposal to establish a City nursery.

Carol Stack – 109 Michigan Ave. – Would like Council to reconsider the placement of the Lake Michigan beach restrooms. She would like Cannon Park considered since the restrooms would be accessible for beach and trail users as well as fisherman and would be easy to maintain with access to City water and sewer.

Bill Beck – 111 Michigan Ave. – Shares the same concerns with the bathrooms and supports Cannon Park as a better solution than on the dune.

Correspondence

NWMCOG – Planning for New Economy Workshop
DEQ Water Resources Division – Meeting Notification
Arbor Day Foundation – Frankfort Tree City USA & Growth Award press release

Approval of Minutes

Motion by Holwerda, seconded by Stransky to approve the regular minutes of 03/15/2011 as presented.

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

Approval of Bills

Motion by Holwerda, seconded by Stransky to approve prepaid vouchers #40823-40872 & 40966 in the amount of \$72,316.88 of which \$16,327.50 was water bond payment and \$19,163.75 was Bond 306/Bond 307 Payments. Payroll vouchers #24510-24594 in the amount of \$45,569.54.

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

Absent: Haugen
Motion CARRIED

Motion by Stransky, seconded by Johnson approving monthly vouchers #40873-40963 in the amount of \$69,785.11 as presented.

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

Absent: Haugen
Motion CARRIED

Committee Reports

a) Personnel/Public Safety

Will be discussing a letter to personnel regarding contracts on the agenda.

b) Finance

Discussion on the financial health of the City and what constitutes the financial scores. Stransky passed out graphs which showed the City's fund balance compared to previous years. The finance committee would like to see an improved fund balance and leave future councils in better shape.

c) Water/Sewer & Solid Waste

Will be meeting to review REU's associated with a business.

d) Recreation Board

The recreation board met and discussed a disc golf proposal on Tank Hill that may include workout stations. The summer recreation program was also discussed, along with summer employees to the program and scholarship funds that may be available for the kids. Also discussed Shakespeare in the Park and the Mineral Springs Park Equipment.

e) Fire Advisory

The budget, service and personnel contracts are on the agenda for this evening. Holwerda stated that each entity will receive a trial balance from the fire fund quarterly. She was told that the Frankfort Fire Department is the best fire department in the county. They do an excellent job and have a great relationship with the police departments.

f) Planning Commission

The Planning Commission held a public hearing today for a moratoria on medical marihuana and alternative energy, unfortunately they did not have a quorum so they could not make any resolutions or motions regarding the issues from the public hearing.

g) Airport Authority

Did not meet this month.

h) Grant

Mainly followed up on CZM, HUD and MDNR grants. Stransky would like the council surveyed to see which grants and projects they would like to support and/or go out for.

i) BLUA

Meets this Thursday. The Tree Board will make its presentation to have a nursery on the property.

j) Brownfield Redevelopment

No meeting.

k) Marina Authority

Have not met.

l) Commissioner's Report

Attending the County Commissioners meeting this evening.

Departmental Reports

Clerk/Treasurer – The new computers and printers were installed in one day and there were just a few bugs to work out. The server is set to back up every day and the backup tapes are locked securely in the vault. There were a few issues with converting Renee's water bill software and Marvin Blackford's assessing databases but overall everything went relatively seamless.

There is only one seasonal boat slip left to fill. Walt and Sena Poynor are back from Florida and Walt has signed his contract for this year. Kim Johnson has asked for clarification on the overnight parking at the launch ramp.

The department heads received copies of the general fund budget for them to input the figures for 2011-2012 budget. Budget workshops will be scheduled at the next finance meeting on April 26th. Chris has broken out all the donations into reserve lines so it does not over inflate the common cash on the general ledger. It will be easier to track contributions this way.

Blue Cross/Blue Shield rates have come in and we will experience a 14% increase overall which is better than expected. No increase in vision as it just went up in January of this year. Dental rates increased 10% and Kidder has not heard from anything on the life and STD/LTD rates yet.

The plaque for Haugen Hall has come in and is ready for the dedication whenever Dennis and his daughters can schedule the event. Kidder has been receiving e-mail updates on Dennis from his daughters who are with him at UCLA hospital. She will forward to council members when the come in.

Superintendent – The Frankfort-Elberta Elementary School will be the site of the Arbor Day celebration on April 29th at 9:30 a.m. Everyone is welcomed to attend. May 16th will be the start of Spring Clean up in the City. Residents are asked to have everything out to the curb by then. Once they go by your area they will not come back again.

The Waterfront Assessment exercise held on March 28th was well attended and proved to be very worthwhile. Mills stated that the community scored very high among the other communities that participated.

The DPW has been working hard and continuing to do winter maintenance as we are still experiencing quite a bit of snow for this time of year. When not performing winter maintenance they are getting ready for the spring season. There will be major cleanup from the blowing sand from this winter.

Mills stated that the Maples and State Savings Bank will be submitting site plan reviews to the Planning Commission. The fire department responded to 20 fire runs from January 1st to March 22nd while the MRF had 64 runs from January 1st to March 23rd. The launch ramp opened for the season on April 9th.

Chief of Police – Redder reported that the 911 board is recommending Ron Berns as the new 911 Director. The 911 Board also raised the surcharge rate from \$2.13 to \$2.75 per phone device. Redder stated this would raise approximately \$119,040 a year for upgrades.

It will cost about \$2,800 to install emergency phones at the piers. Redder said that currently there are adequate funds in the Caleb Fund to cover this expenditure. The grant that the Pier Safety received from the Grand Traverse Regional Community Foundation will be used for water safety education. Redder is working with Senior Chief Beatty from the USCG Station to do demonstrations for the school children.

The pre-lim was held for Robert Cheek and he was bound over to Circuit Court. Redder stated that complaints dropped this year as compared to last.

Old Business

A) Amendment to Tree Management Ordinance (Section 4803)- Mills

Motion by Stransky, seconded by Condon to adopt the Amendment to Tree Ordinance Section 4803. The Ordinance shall become effective no less than 10 days after publication. If adopted, the effective date will be May 6, 2011

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

Absent: Haugen
Motion CARRIED

B) Membership of the Frankfort City Planning Commission – Mills

Motion by Stransky, seconded by Holwerda to introduce Amendment D-3 to amend Section 8104.02 of the 2010 City of Frankfort Zoning Ordinance to reduce the City of Frankfort Planning Commission from 9 members to 7 members.

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

C) Wade Trim “As Needed” Professional Services – Mills

Motion by Stransky, seconded by Johnson to not enter into a professional agreement with Wade Trim for Planning Commission purposes.

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

New Business

A) Resolution to Amend Benzie Shores District Library Agreement - Kidder

Motion by Stransky, seconded by Johnson to approve the Second Amendment to the Benzie Shores District Library Agreement and to have the Clerk/Treasurer sign the Resolution and Amendment on behalf of the City.

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

B) Moratorium Regarding Medical Marijuana Resolution #3-1- Mills

This agenda item was TABLED

C) Moratorium regarding Renewable and Alternative Energy Resloution #3-2 - Mills

This agenda item was TABLED

D) Budget Amendments - Kidder

Motion by Stransky, seconded by Johnson to approve budget amendments as presented and to place into the County School account \$1,608.27 from the general fund to clean up the County School account.

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

E) Corps Dock Lease - Mills

Motion by Holwerda, seconded by Condon to approve a Corps Docking Area Permit Agreement between the City of Frankfort and Sleeping Bear Dunes Boat Tour Cruises at a yearly rate of \$4,000.00 covering the 2011 boating season.

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

F) Agreement to Collect Summer School Property Taxes/FEAS – Kidder

Motion by Johnson, seconded by Stransky to approve the Agreement for Collection of Summer School Property Taxes between the City of Frankfort and the Frankfort Elberta Area School District and authorize the Clerk/Treasurer and Mayor to sign for the City.

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

G) Agreement to Collect Summer School Property Taxes/TBAISD

Motion by Holwerda, seconded by Condon to approve the Agreement for Collection of Summer School Property Taxes between the City of Frankfort and the Traverse Bay Intermediate School District and authorize the Clerk/Treasurer and Mayor to sign for the City.

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

H) Fire & First Responder Budgets & Contracts – Mills

Motion by Stransky, seconded by Holwerda to approve 2011/2012 Fire and First Responders Budget and Contracts with Crystal Lake, Gilmore and Lake Twps. and the Village of Elberta.

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

I) Fire & First Responder Personnel Contracts - Mills

Motion by Johnson, seconded by Stransky to approve Fire & First Responders Personnel Contract as presented.

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

J) Committee Appointment – Mayor Johnson

Motion by Mayor Johnson, (no second required) to appoint Judy Macey to a 1 year term to the Tree Board.

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

K) Delinquent Water/Sewer Billing - Kidder

Motion by Johnson, seconded by Condon to authorize the Clerk/Treasurer to transfer to the tax roll all unpaid water/sewer service charges that have remained unpaid for three months as of April 1, 2011 and that have not been paid by April 30, 2011 and to publish a notice in the Record Patriot advising all property owners of such action.

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

L) City Simulation Virtual Model – Mill

Motion by Johnson, seconded by Holwerda to expend \$12,000 from the USDA water/sewer account for the purpose of constructing the virtual model and schematic design for the Main Street corridor and “Boneyard” area.

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

M) Launch Ramp Improvement Project – CE Luedtke Construction Co. – Mills

Motion by Stransky, seconded by Holwerda to postpone payment to CE Luedtke Construction Co. for additional work on the Launch Ramp Improvement Project.

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

N) DPW Light Duty Truck Acquisition - Mills

Stransky stated he would not support this expenditure and that it needs to come before the finance committee first for discussion. This agenda item was TABLED.

O) Resolution for Willoughby Rotary Foundation to Obtain Charitable Gaming License - Mills

Motion by Holwerda, seconded by Stransky to approve the resolution for the Willoughby Rotary Foundation to obtain a Charitable Gaming License.

Returned to Open Session at 9:00 p.m.

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

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

Absent: Haugen
Motion CARRIED

Robert J. Johnson, Mayor

Kimberly K. Kidder, Clerk/Treasurer