

**Regular Council Meeting**  
**Tuesday, May 17, 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**

***Marlene Wood-Zylstra – Benzie Recycling Program Coordinator*** – Informed council on the recycling program and gave them a copy of the 2010 Annual Report. The program is funded solely by the recycling surcharge on the winter property tax bill. They have expanded to collect styrofoam, plastic bags, and have more hazardous waste pick ups. Countywide the program diverts around 23% of materials that would normally end up in the landfills.

***Robert McQuilkin – Council on Aging***

Gave information handouts to the council on what services the Council on Aging provides. Some of the services are bible study, exercise classes, trips to festivals and casinos, music concerts and they are even thinking of planning an overseas excursion. They also offer meals to homebound seniors, Medicare/Medicaid Assistance programs, home chores, yard maintenance and dining out certificates as well as free bus passes. There are 7 board members on the Council on Aging and they are always looking for more people to offer their services.

**Public Input**

Bonnie Warren - 590 Corning Ave. – The Tree Board wanted the public to be informed that the Emerald Ash Borer is in the City and is doing damage to the trees. The trees can be saved but it is a costly program and the Tree Board would like the City to look into the possibility of getting grant money to treat the disease. Warren mentioned that next week is Emerald Ash Borer Awareness Week. Trees that have the Emerald Ash Borer will be tagged so the public will be aware of them. Warren would like the Tree Board to have a heading under committees to report on 3 issues they are currently dealing with. Those are the tree nursery, Emerald Ash Bore and the Tank Hill Disc Golf Course. Holwerda inquired on the cost to treat a tree infected with the Emerald Ash Borer. Warren stated it is estimated around \$400 to treat one tree.

**Correspondence**

Charter - New Cable Line-up  
BLUA – Tree Nursery

### **Approval of Minutes**

Motion by Holwerda, seconded by Stransky to approve the regular minutes of 04/19/2011 as presented.

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

### **Approval of Bills**

Motion by Holwerda, seconded by Condon to approve prepaid vouchers #40965-41023 in the amount of \$76,403.05 of which \$13,209.28 was public utilities, \$20,000 was fire tanker payment, \$14,977.49 was monthly insurances and \$10,934.75 was for the used Chevy truck. Payroll vouchers #24595-24672 in the amount of \$38,257.78.

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

Motion by Stransky, seconded by Johnson approving monthly vouchers #41024-41062 in the amount of \$31,331.08 as presented.

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

### **Committee Reports**

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

The personnel committee will be meeting to discuss seasonal contracts sometime in the near future and with TPOAM on June 25<sup>th</sup>.

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

The budget workshops have met three times and now have a proposed budget for the council to review. There are many cuts and the finance committee has put \$20,000 in a contingency line for any unforeseen revenue cuts or needed expenditures in the new fiscal year. The finance committee also approved the purchase of a used DPW truck.

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

Met to review REU's associated with a business and an issue with a homeowner who had a water issue.

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

The recreation board did not meet.

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

The Fire Advisory Board did not meet.

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

The Planning Commission met. Held Public Hearing on April 19<sup>th</sup> for the recommendations to pass to City Council Moratoriums on Medical Marihuana and Renewable and Alternative Energy. Discussed the Bayview Grille, State Savings Bank parking lot and the Maples permits. Launching a new project called "Earth, Wind & Fire" on June 16<sup>th</sup> which deals with energy sources.

***g) Airport Authority***

Holwerda attended the meeting and everything seems to be running smooth. They were presented with a proposed budget for the next fiscal year. There are bid proposals for snow equipment that will need to be reviewed. The ALP is on hold right now but will be finished by June 26<sup>th</sup>. They are working on capital improvement plans. Went over terms and conditions needed to get grants with consultants.

***h) Grant***

Mainly followed up on CZM, HUD and MDNR grants. Condon will be contacting council members for their input on what kind of grants they would like to look at for the City.

***i) BLUA***

Approved allowing the City to have a tree nursery on their property. They sent a letter to the Tree Board as to how they would like the area maintained.

***j) Brownfield Redevelopment***

No meeting.

***k) Marina Authority***

Have not met.

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

Commissioner Marcia Stobie stated that the figures came in from equalization and that countywide the property values decreased .6% from last year. Stobie reported that one of the ambulances will be out of commission for 4 to 6 weeks due to damage it received when it struck a deer. There was about \$10,000 worth of damage. The County budget is now changed to a line item budget. The change in the census figures caused the districts to be reconfigured and beginning next year Frankfort and Crystal Lake will be one district and Gilmore will join Blaine, Joyfield and Weldon as another district.

**Departmental Reports**

***Clerk/Treasurer*** – The budget is finished and the City set aside \$20,000 for contingency as we are unsure of how state revenues will play out this next year. We received our taxable values from the County and if we roll back according to Headlee we will maintain the same millage rate as last year, which was 13.2134 mills.

All the seasonal slips at the marina will be filled this year. The launch ramp is down from last year as the weather has not been very cooperative.

The rates came in from Mutual of Omaha and they remained the same. Kidder did receive a quote from another firm for life insurance but felt uneasy about making the switch since five other firms declined to quote us. The one quote came from a company called Unum. Kidder spoke with Paul Olsen, our insurance agent, for liability insurance through Municipal Underwriters of Michigan, and he stated that the rates would be the same or slightly under our last year's premium.

Dennis Haugen is still in ICU at UCLA Hospital. Kidder will be sending him a card for his birthday if anyone wants to stop at City Hall to sign it.

The election went well. There were 314 ballots cast and the millage renewal was 282 in favor of the renewal and 31 opposed with one un-voted ballot. Kidder mentioned that the state has a grant program out for the procurement of an electronic poll book. There is no cost to us and the data goes right to the state for tracking and voter history.

**Superintendent** – Mills goal is to get the HUD and CZM grants wrapped up before fiscal year end and work on the MDNR grant to see what the next step is for the launch ramp.

On Sunday June 5<sup>th</sup> the Lake Express Ferry is scheduled to be in Frankfort for tours and excursions with the proceeds to benefit Frankfort Mineral Springs Park and FEAA. Mills is trying to work it out for the senior class to take a trip on the ferry before graduation exercises. The ferry will be docked at Luedtke Engineering. Charge for the excursion tour will be \$10 per person and reservations can be made in advance. Lake Express will honor any reservations that were made for the May event that was cancelled.

The DPW has been working hard to get everything ready for the busy summer season. They have been working on street repairs and getting the sand back on the beach. The winds this past season pushed the sands and may require a contractor to assist with grooming the beach. The DPW has installed the floating docks at the marina. The marina and launch ramp are ready for the summer season.

Mills reported on the fire and first responder runs. There have been 32 fire runs since the beginning of the year and 95 first responder runs.

Mills wants to start on street repair and is looking at the cost to procure gravel for the side roads. He is also hoping to meet with the personnel committee for the seasonal employee contracts.

**Chief of Police** – Chief Redder was unable to attend the meeting due to illness. No questions were raised from his written report to council.

### **Old Business**

#### ***A) Membership of the Frankfort City Planning Commission – Mills***

Motion by Stransky, seconded by Condon to adopt Amendment D-3 to amend Section 8104.02 of the 2010 City of Frankfort Planning Commission from 9 members to 7 members. The Ordinance shall become effective June 3, 2011.

RC: Yeas: Condon, Holwerda, Johnson, Stransky

Absent: Haugen

Nays: None

Motion

CARRIED

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

Motion by Johnson, seconded by Holwerda to introduce the Resolution #3-1 establishing a Moratorium regarding the establishment of businesses and individuals engaged in the growing and distribution of medical marijuana in the City of Frankfort.

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

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

Motion by Holwerda, seconded by Johnson to introduce Resolution #3-2 establishing a Moratorium regarding the issuance of permits, licenses and site plan approvals for all forms of energy creation, collection and conservation.

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

**New Business**

***A) Assessor's Contract - Kidder***

Motion by Stransky, seconded by Johnson to approve the Contract for Assessing Services with Marvin Blackford for a one year term to expire on June 30, 2012 as presented.

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

***B) Tree Nursery Mission Statement- Mills***

Motion by Stransky, seconded by Johnson to adopt the Tree Board's proposal associated with the City of Frankfort Tree Nursery.

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

***C) McKay & McKay Contract – Kidder***

Motion by Stransky, seconded by Holwerda to approve the "Memorandum of agreement" with McKay & McKay for legal services for a one year term to expire on June 30, 2012 as presented.

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

***D) Proposed Millage Rate - Kidder***

Motion by Stransky, seconded by Johnson to approve the proposed millage rates for adoption on or before the first Monday in June 2011 and to hold a public meeting prior to adoption.



**Adjournment**

Motion by Stransky, seconded by Condon to adjourn the meeting at 8:42 p.m.

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

Absent: Haugen  
Motion CARRIED

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Robert J. Johnson, Mayor

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Kimberly K. Kidder, Clerk/Treasurer