

**Regular Council Meeting**  
**Tuesday, June 19, 2012**  
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, Jackson, Johnson      Absent: None

**Request to Appear Before Council**

Paul Olson – Municipal Underwriters of Michigan – Olson thanked the council for allowing him to appear and gave them a copy of the run-loss sheet to date. There was a slight increase in the premiums due to the catastrophic claims coverage on all the automobiles which increased from \$140 to \$170 and the increased property value of the Coast Guard (Art Center) building from 2.5 million to 3.175 million. Olson also informed the council of some new programs instituted by the Par Plan. Beginning next year the Par Plan will give back to its policy holders dividends which could be as much as 4% to 9% of the premium depending on the overall loss ratio.

**Public Input**

JoAnn Frary – 925 Main Street - Wanted it to be known that she is not happy with the curbing that was put in on Tenth St. and Main St. on the south side. That corner gained property while her property has been encroached on.

Michael Smith – Mr. Smith is running for Prosecuting Attorney against Anthony Cicchelli and Sarah Mason. Smith informed the council on his educational background. He is a 1979 graduate from Traverse City High School, the father of 18 yr old twins and has been practicing law since 1988.

Kim McKenzie – 529 Park Ave. - Concerned about the speed on Park Ave. There are young children that live on that road and she fears for their safety. She would like to see more signage and more patrolling on Park Ave. There are many blind spots on Park Avenue caused by parallel parking.

**Correspondence**

Kim McKenzie – Excessive speed on Park Ave.

Charter – Information on HD channels & Rental Service Fees

Benzie Shores District Library – Annual Newsletter

**Approval of Minutes**

Motion by Holwerda, seconded by Condon to approve the regular minutes of 05/15/2012, public hearing of 06/04/2012 and special meeting of 06/04/2012 as presented.

RC: Yeas: All

Nays: None

Motion      CARRIED

**Approval of Bills**

Motion by Holwerda, seconded by Johnson to approve prepaid vouchers #42425-42481 in the amount of \$53,170.09. Payroll vouchers #25844-25962 in the amount of \$55,716.01.

RC: Yeas: All

Nays: None

Holwerda abstained from Check# 42427

Motion CARRIED

Motion by Johnson, seconded by Condon approving monthly Vouchers #42482-42528 in the amount of \$77,863.04 as presented.

RC: Yeas: All

Nays: None

Motion CARRIED

**Committee Reports**

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

Will meet on June 27<sup>th</sup> for department head reviews at 10 a.m.

***b) Finance***

The finance committee met and brought items year to date and used the contingency line for the budget amendments either by decrease or increase on the line item.

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

No Meeting.

***d) Recreation Board***

No meeting.

***e) Fire Advisory***

No meeting.

***f) Planning Commission***

In Josh's report.

***g) Airport Authority***

Everything at the airport is status quo. The beacon is still not working and they are still working on the AT&T contract. The gentleman that was wanting to do flyover tours has never returned since it was discovered he was not a commercial pilot. There is an opening on the authority and Bev Popp is filling in until someone is appointed.

***h) Grants***

Nothing new to report.

***i) BLUA***

Nothing new to report.

***j) Brownfield Redevelopment***

No meeting.

***k) Marina Authority***

Will be meeting on Thursday at 3:30 p.m.

***l) Tree Board***

Haan reported that the Tree Board is working on their budget. There is still work to do to finish cleaning up the woods. There will be more wood cutting permits granted to help clear the hill and they will be having SEEDS do some chipping. Watering at the tree farm is set, the water is coming from BLUA. There was a work day on the 14<sup>th</sup> where trees were cleaned up on Tank Hill and the area around the amphitheater is getting cleaned up to get ready for the Shakespeare in the Woods performances. The board is looking at some pavers which are less expensive than the grates for the trees on Main Street. Looking at replacing trees at the post office with donor trees.

***m) Commissioner's Report***

The commissioners met today and set the millage rate for summer taxes at 3.5144 which is no change from last year. A resolution was passed to establish a Brownfield Authority which has many townships interested. Many contracts are up this year so the commission will be looking at contract negotiations. The recycling coordinator is looking for a truck to use for recycling.

**Departmental Reports**

***Clerk/Treasurer*** – Kidder received renewal rates for the employees dental insurance which was higher than anticipated. The insurance rep was contacted to get other quotes and found Delta Dental to be over \$4,000 less than the current carrier. The union employees and contract employees agreed to the switch which will take place August 1<sup>st</sup>.

New voter registration cards have been mailed out. There have been a few changes to the ballots this year which will require us to purchase additional information to give to the voters on how to mark their ballots.

The group that purchased the Gold Coast Complex have contested the taxes and it has now gone to a tax tribunal. Marv Blackford and Joan McKay will be handling the matter.

Launch ramp and marina sales are up over last year.

***Superintendent*** – The Mineral Springs build was a great success. All the money for the project (\$126,400.00) came from generous members of the community and foundations that value the Frankfort community.

Mills updated the council on the Frankfort North Breakwater Light. Once the lease with the U.S. Corps of Engineers is approved the City will be receiving the conveyance of deed from the Department of Interior. The next step will be collection donations and establishing an endowment fund for the Lighthouse preservation.

Mills has been looking at the City of Frankfort Vending Policy which has been in place for many years without any revisions. Mills has had many requests from people that would like permits for numerous sales such as hot dog stands, pretzel carts and ice cream vendors. Council will look over current policies and offer suggestions.

Mills updated council on the DPW and the work that has been done around the City including the parks and beaches, streets and water/sewer updates.

Mills reported on the fire and first responder runs and the marina and launch ramp happenings.

**Chief of Police** – Redder stated the life rings and throw bags are out on the two piers. This year they purchased some hard shell rings that should hold up better than the others. On May 24<sup>th</sup> there was a pier safety class for the 5<sup>th</sup> grade class on the pier. The Coast Guard assisted and instructed the students on how to throw a life ring and throw bag. They were also warned about rip currents and how to swim out of them.

Redder reported that there were three break-ins to vehicles and warned the public not to leave your valuables in your vehicles and make sure to lock your cars.

The County's emergency services coordinator is on medical leave and Dan Tanner is taking over in the interim. The county may be looking at hiring a part-time emergency manager.

The new 911 phone system was installed the week of June 11<sup>th</sup>. The FCC is requiring all police and fire radios to be narrowband compliant by 2013. Redder stated that their radios are narrowband capable but will need to be reprogrammed.

There have been changes in the State Liquor License Commission that change the parameters of what gets approved through the State and through the local departments such as the police department or through zoning.

## **Old Business**

### **A) Recreation Center Lease – Mills**

The paperwork was returned from the DOI and the State and is now with Joan McKay for review.

### **B) Goals for the City**

The council and department heads were asked to make a list of goals they would like to see for the City. The goals were tabulated and the top 14 goals were on a list for the council. They are as follows:

1. Safe routes to schools
2. Establish capital improvement plans
3. Start construction of the Rec. Center
4. SCADA System

5. Establish DDA
6. Close/settle lawsuits
7. Wetland Parks
8. Way-finding signs
9. Resolve beach bathroom issue
10. Have every store front occupied on Main St.
11. Paint water tower
12. City wide Wi-Fi
13. Banner program on Main St.
14. Mineral Springs Park playground

Motion by Johnson, seconded by Holwerda to adopt the Top 14 Goals set by the council and provide reviews every six months and readopt and/or set new goals every year starting this year July 1<sup>st</sup> to be reviewed in December and set new goals in July of the following year. This process is to be done annually.

RC: Yeas: All

Nays: None  
Motion CARRIED

### ***C) Discuss Fire Department Millage***

Holwerda received some information from Suz McLaughlin that looked like a good information to review and wanted to get it to the rest of the council. This agenda item was tabled until next meeting so that council could look over the information that Holwerda will provide to them.

### **New Business**

#### ***A) Budget Amendments***

Motion by Johnson, seconded by Condon to approve the budget amendments as presented.

RC: Yeas: All

Nays: None  
Motion CARRIED

#### ***B) Approval of Amendments and Transfers***

Motion by Condon, seconded by Holwerda to authorize the City Clerk/Treasurer and her Deputy Treasurer to bring line items needed year-to-date and make whatever budget amendments are necessary to balance the budget for 2011/2012 and to make any transfers needed prior to closing out the fiscal year in order to have positive balances in all funds as required.

RC: Yeas: All

Nays: None  
Motion CARRIED

**C) Re-number Tree Ordinance Adoption - Kidder**

Motion by Johnson, seconded by Holwerda to adopt Ordinance D-1 of 2012 (renumbered Tree Ordinance) as presented.

RC: Yeas: All  
Nays: None  
Motion CARRIED

**D) Moratorium Renewal – Medical Marijuana**

Motion by Condon, seconded by Johnson to introduce Resolution 3-1 renewing the moratorium regarding the establishment of businesses and individuals engaged in the growing and distribution of medical marihuana in the City of Frankfort and will remain in effect 180 days after it becomes effective.

RC: Yeas: All  
Nays: None  
Motion CARRIED

**E) Moratorium Renewal – Renewable & Alternative Energy**

Motion by Johnson, seconded by Condon to introduce Resolution 3-2 renewing the moratorium regarding the issuance of permits, licenses and site plan approval for all forms of energy creation, collection and conservation within the City of Frankfort and will remain in effect 180 days after it becomes effective.

RC: Yeas: All  
Nays: None  
Motion CARRIED

**F) Frankfort North Breakwater Lease Agreement w/Corps.**

Motion by Holwerda, seconded by Haan to allow Mayor Robert Johnson to sign the Frankfort North Breakwater Lease Agreement with the Corps of Engineers.

RC: Yeas: All  
Nays: None  
Motion CARRIED

**G) Lions Club Lease- Mills**

Motion by Condon, seconded by Holwerda to approve a 1-year lease agreement commencing July 1, 2012 between the City of Frankfort and the Frankfort Lions' Club for the use of the land and building as presented.

RC: Yeas: All  
Nays: None  
Motion CARRIED



**PUBLIC INPUT –**

Joann Frary – E-drinks (local entrepreneurial group) will be meeting at the Bayview Grille on Wednesday, June 20<sup>th</sup> from 5 p.m. to 7 p.m.

Pim Dodge – There will be a Changing of the Guard ceremony at the Coast Guard Station on Friday June 22<sup>nd</sup> at 11:00 a.m.

**Adjournment**

Motion by Condon, seconded by Holwerda to adjourn the meeting at 9:10 p.m.

RC: Yeas: All

Nays: None  
Motion        CARRIED

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Robert J. Johnson, Mayor

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Kimberly K. Kidder, Clerk/Treasurer