

**Regular Council Meeting**  
**Tuesday, October 16, 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**

Steven M. Haugen – Inspection Department for the City of Frankfort – In April of this year there was a change in State Law that now allows outside contracting for building inspections. Currently the City uses the Benzie County Building Department for building inspections. The County is now contracting with a private firm to do the inspections. The City can do this too and open up a new line of revenue for the City. Haugen has started a firm to do the same contracting as the County is now utilizing. Haugen will use the same fee base as required by the State and then up-charge a percentage to the City. If the Council feels this is something they might consider, Haugen is willing to meet with members to go over more details.

**Public Input**

Mayor Johnson – Read a note from Kristin Hollenbeck, former County Commissioner, stating she was in poor health and has moved from downstate back to Frankfort and is at the Maples. She thanked everyone for their well wishes.

Mary Haan - 719 Forest Ave. – She is concerned about the future of the Rec. Center because it needs to stay recreational. You just don't give a million dollar property to the Masons. Haan is encouraging the council to take it to the public for a vote.

Don Mills – 815 Beech Street – Stated that the Masons have been a part of the community since 1870. The Crystal Temple 270 is who the contract is with and they intend to put a sizable amount of money into the building for the community.

Annette McCalpin – 110 Leelanau Ave. – Read the letters from the people opposed to the beach restrooms. All of the 30 letters were from condo owners and two words came to mind when reading them. Those words were “small” and “selfish”.

Bonnie Warren – 590 Corning Ave. – Agrees with Mary Haan that maybe there should be a vote on the recreation center.

Mary Haan – 719 Forest Ave. – Haan thinks that the Masonic Lodge is boarder line cult activity and stated three pastors agreed. She noted that this is a prime piece of property and shouldn't have the exclusiveness of one group.

**Correspondence**

Steven Haugen – Request to appear before council  
Fracie Lyshak-Stelzer – Beach Restrooms

**Approval of Minutes**

Motion by Holwerda, seconded by Condon to approve the regular minutes of 09/18/2012 and special meeting of 10/09/12 as presented.

RC: Yeas: All

Nays: None  
Motion CARRIED

Motion by Johnson, seconded by Haan to approve the special meeting of 09/27/12 as presented.

RC: Yeas: Condon, Haan, Jackson, Johnson  
Abstained: Holwerda

Nays: None  
Motion CARRIED

**Approval of Bills**

Motion by Holwerda, seconded by Condon to approve prepaid vouchers #42945-43013 in the amount of \$1,066,079.67. Payroll vouchers #26314-26409 in the amount of \$43,381.21.

RC: Yeas: All

Nays: None  
Motion CARRIED

Motion by Johnson, seconded by Holwerda approving monthly Vouchers #43014-43059 in the amount of \$41,947.63 as presented.

RC: Yeas: All

Nays: None  
Motion CARRIED

**Committee Reports**

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

The City is still working out settlement negotiations with Mr. Cavric.

***b) Finance***

The finance committee met and the budget amendments are on the agenda for approval this evening. The preliminary audit showed an increase in the City's fund balance.

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

Have not met but need to schedule a meeting to discuss telemetry with Windemueller. Painting of the elevated tank caused low pressure in the system and opening up a fire hydrant served as a pressure relief valve.

***d) Recreation Board***

No meeting. Meeting scheduled for November 14, 2012 at 4:30 p.m.

***e) Fire Advisory***

Meeting scheduled for the 24<sup>th</sup> of October at 5:30 p.m.

***f) Planning Commission***

Mills will go over in his report.

***g) Airport Authority***

There are some good size planes coming into the airport. There are empty hangars available for leasing. The truck is not here yet and the Authority is still waiting on MDOT.

***h) Grants***

The City did receive a grant in the amount of \$12,500 from Community Growth Investment Grant through Grand Vision for community WiFi.

***i) BLUA***

Waiting on audit report.

***j) Brownfield Redevelopment***

No meeting.

***k) Marina Authority***

No meeting.

***l) Tree Board***

Haan reported that the tree board had a public input meeting to gather public input on plans for tank hill. The Tree Board recommendations are on the agenda for this evening.

There is a scheduled work day for October 25<sup>th</sup> from 10 a.m. to noon to inventory trees and move trees at the nursery. Thirty new trees were planted after the public meeting. There is still more firewood that needs to be removed from Tank Hill. The permeable pavers were placed in front of the two trees at City Hall.

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

The County Commission meeting is this evening so Marcia Stobie is not in attendance.

**Departmental Reports**

***Clerk/Treasurer*** – There are already over 200 absentee ballots mailed out. The preliminary accuracy tests were ran and the Public Accuracy test is set for October 25<sup>th</sup> at 2:00 p.m. Kidder will also have a meeting with the election officials to go over what to expect on Election Day. This year we will also start having a receiving board to double check everything before we take it over to the county.

The auditors finished up in two days. The preliminary results look good. We should have the results next month. The City was able to increase its fund balance over last year.

Over 92% of the summer taxes have been collected which is an increase from last year at this time. The marina and launch ramp were down for the month of September. Kidder feels the low water and bad weather were major factors in the decline in sales.

**Superintendent** – Mills will be meeting with Rep. Ray Franz and Frank Foster, Chair of the MDNR Resources Committee and other concerned citizens to discuss the low water levels and what action can be taken to ensure the fishing and the livelihood of the area residents.

Mills reported that the City was a recipient of a \$12,500.00 grant award from the 2012 Community Growth Grant through the Grand Vision. Mills gave some background on the community recreation center that was originally a lumber yard and what the plan could be for the future.

The DPW is getting ready for the winter season. The park property is getting winterized and they have been busy with leaf pick up that will continue up through Halloween and beyond. Mills would like to look at replacing vehicles as the current ones get paid off. One of the trucks will not be able to be certified by MDOT and the other one may only make it another year.

Mills stated that the Main Street Lift Station is experiencing issues pertaining to the control and transducer. The current equipment is obsolete and repairing it is like a band-aid on the problem. The SCADA system is what the City will have to look at to make the system work correctly. Mills would like to meet with the water/sewer committee to go over options.

Mills reported on zoning and land use permits. The Bayview Grille is working on sidewalk, curbing and paving to meet the October 31<sup>st</sup> deadline for compliance. The Zoning Ordinance sub-committee is working on possible Zoning Ordinance Amendments which could look at revisiting roof pitch, building height, non-permanent structures and building configuration.

Mills updated council on Fire and 1<sup>st</sup> Responder runs and the marina and launch ramp.

**Chief of Police** – Redder attended a LEPT meeting on September 20<sup>th</sup>. The Homeland Security money has been approved for the 800 mhz radios. The National Park Service put on a Search and Rescue training session on September 29<sup>th</sup>. There is an Alternate Care Center now stored at the Manistee County Road Commission. This is a trailer that can be set up to be a 50 bed hospital for emergency use in the event of a disaster.

Redder has picked up the 800 mhz radios from the county and they have been installed. Redder will schedule training through the county for the radios. Redder is still looking at video systems and gathering more information on a couple brands. There has been nothing new to report on the 302 funds but Redder was informed that the process is slow.

Redder attended a Northern Michigan Association of Chiefs of Police . The Director of MCOLES was present at that meeting and informed them of changes that will be coming up in the near future.

**Old Business**

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

Joan McKay was present to answer questions regarding the lease. Councilman Haan was not in agreement with the answers McKay gave to the questions he had raised.

Motion by Johnson, seconded by Holwerda to approve the lease agreement between the City of Frankfort and Crystal Lodge 270 for the recreation center pending no changes and approval by the Crystal Temple Association and other State and Federal agencies.

RC: Yeas: Condon, Holwerda, Jackson, Johnson                      Nays: Haan  
Motion                      CARRIED

***B) Revision of Animal Control Ordinance (Goose Ordinance)***

Instead of making a whole new “Goose Ordinance” Joan McKay revised the Animal Control Ordinance to include a new section 4108.4 “Wild Animal Feeding” she also deleted the “sunset provision” of the dogs on the beach ordinance.

Motion by Johnson, seconded by Condon to introduce Ordinance D-2 of 2012 to include new section 4108.4 Wild Animal Feeding and deleting the “Sunset Provision”.

RC: Yeas: All    Nays: None  
Motion                      CARRIED

**New Business**

***A) Budget Amendments - Kidder***

Motion by Condon, seconded by Jackson to approve the Budget Amendments as presented.

RC: Yeas: All    Nays: None  
Motion                      CARRIED

***B) Approval of Vendor Vouchers w/discounts - Kidder***

Motion by Holwerda seconded by Condon to approve accounts payable vouchers that give discounts for paying by a certain date after reviewed by a member of the finance committee.

RC: Yeas: All    Nays: None  
Motion                      CARRIED

**C) Fire Department Dive Training - Mills**

Motion by Johnson, seconded by Condon to proceed with training associated with dive certification and utilize \$3000 from the equipment reserve fund to be utilized toward the purchase of dive equipment. Any approval would be conditional upon the Fire Advisory Board approval at a meeting scheduled on October 24, 2012.

RC: Yeas: All

Nays: None  
Motion CARRIED

**D) Tree Board Recommendations**

Motion by Haan, seconded by Holwerda to approve the recommendations of the Tree Board for Tank Hill as presented as long as there is concurrent approval from Recreation Board who can enter in the forthcoming version of the Recreational Master Plan.

RC: Yeas: All

Nays: None  
Motion CARRIED

**E) DDA Resolution - Mills**

Motion by Johnson, seconded by Condon to adopt the City of Frankfort DDA Resolution of Intent with a public hearing scheduled on Wednesday, November 14, 2012 at 7:00 p.m. on the adoption of a proposed ordinance creating the Frankfort Downtown Development Authority and designating boundaries of the downtown district.

RC: Yeas: All

Nays: None  
Motion CARRIED

**F) Professional Services Agreement – Mills**

This is an agreement that outlines the responsibilities of the consultant (McKim & Creed) and the City and has been reviewed by City Attorney, Larry McKay ensuring that all rights of the City of Frankfort are upheld. There is no monetary value of the contract at this time.

Motion by Holwerda, seconded by Condon to approve the Professional Services Agreement between the City of Frankfort and McKim and Creed and authorize City Superintendent, Mayor and Clerk/Treasurer to sign on behalf of the City. This agreement shall be renewed annually.

RC: Yeas: All

Nays: None  
Motion CARRIED

**PUBLIC INPUT –**

Bonnie Warren - 590 Corning Ave. – Thanked the council for approving the Tree Board recommendations.

**Adjournment**

Motion by Condon, seconded by Jackson to adjourn the meeting at 8:37 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