

Regular Council Meeting
Tuesday, December 14, 2010
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

Mayor Johnson asked for a moment of silence to remember Patricia J. Haugen who passed away on December 6th.

Roll Call - Present: Condon, Holwerda, Johnson, Stransky
Absent: None

Request to Appear Before Council

Ken Talsma – Anderson, Tackman & Company, PLC – Talsma presented the audit to the council, went over the graphs and charts and answered questions. Stated that the audit went very well and the City was still able to retain the 15% excess fund balance level that the auditors like to see. Talsma noted that the City has showed an increase in the fund balance over last year. Much of this increase was due to keeping a watchful eye on the spending by making adjustments to the budget during the year.

Mayor Johnson introduced Bruce Ogilvie and expressed his gratitude for the outstanding job Bruce has done on the long painstaking process of drafting a new zoning ordinance. Johnson stated that the Planning Commission started working on the changes in 2004 and aggressively pursued it in 2006. It has been a long hard process.

Bruce Ogilvie – Chairman of the Frankfort Planning Commission – Ogilvie presented the draft zoning ordinance. This is just Articles 1-3 of Chapter 8 of the Municipal Code. Ogilvie stressed that the work they have done has set the mark for other communities trying to establish their planning and zoning. Even though the City of Frankfort is one (1) square mile this ordinance deals with the same kinds of concerns and issues as big cities have. This ordinance is planned for 50 years into the future so if a person left and came back years later, the City would still hold the same character as when they left. The ordinance also has a new set of standards and procedures and form based illustrations.

Public Input

Norma Elias – 107 Park Ave. - Elias attended a lot of the Planning Commission meetings regarding the new zoning ordinance and was concerned about the permitted uses and placement for duplexes. She feels that a duplex in her neighborhood would be detrimental to her property.

Dennis Haugen – 322 Forest Ave. – There are a lot of very large homes in the City that help maintain the scale of the homes in the downtown area. Many of these homes contain two or more units in one building. The Planning Commission has done one heck of a job and should be commended.

h) Grant

No meeting.

i) BLUA

Nothing to report.

j) Brownfield Redevelopment

No meeting. Should meet in January.

k) Marina Authority

No meeting.

l) Commissioner's Report

Commissioner Hollenbeck reported to council that the annex building at the Government Center has been completed. The money to finish the room came from the capital improvement fund. Hollenbeck thanked the City of Frankfort for giving her the opportunity to serve the citizens of Frankfort.

Departmental Reports

Clerk/Treasurer – Kidder reported that she was getting pricing from Wyant Computers for new computer equipment and software for the computers and two other sources CDW-G (online) and Inacomp of Traverse City. She is also getting quotes on copiers and printers from Netlink (Sharp product), IKON (Ricoh product) and Michigan Office Solutions (Xerox and Nikon products). Once all the bids are in she will check out IPA's through the local banks and government financing through the vendors.

Kidder was approached by Joe Cissell, a local artist, that entered an art contest to promote the State of Michigan. Joe's art piece was titled "Hand Made" and was made from construction paper and scotch tape. His art work came in fourth place. Joe would like to display his piece in City Hall and offer it for sale with a portion of the proceeds donated to the City to benefit community promotions or the recreation fund. Kidder had a copy of the poster in each council person's packet. Council liked the concept and the poster.

The City received another donation from Helen Enginkara of \$20.00 for park playground equipment. So far young Helen, who attends elementary school at FEAS, has donated \$118.00.

Helen plans to hold a bake sale to raise more money and she has been featured in an article of the Benzie County Record Patriot about her fundraising project.

The winter taxes have been sent out and the Board of Review has met to go over changes to the tax roll. There are only five outstanding personal property taxes from the summer billing. Chris is sending out reminder letters. Renee is waiting for the

2011 seasonal boat slip rates from the Waterways Commission before she can confirm the seasonal slip rentals.

Superintendent – Mills has scheduled his vacation beginning December 20th through January 7th. Mills will be attending a meeting with Chris Luedtke and the MDNRE regarding the boat launch and the concerns for the poor soils at the ramp sites on December 28th.

Mills will be working all week on getting the final proposal together for the lighthouse acquisition. The deadline for submittal is December 28, 2010. Mills was set to speak at a Grand Vision Growth and Investment meeting on Monday, December 13 but it was cancelled due to weather and has been rescheduled for January 10th at 10 a.m.

The DPW crew finished the annual leaf pick-up and has been busy with winter maintenance due to the recent snowfall. The crew has performed a thorough inspection of the w/s punchlist, taken inventory of signs, w/s materials bulbs and other maintenance supplies. They have been busy repairing and replacing numerous park equipment, street lights, potholes, signs and performing general maintenance throughout the City.

Mills discussed zoning and planning with the council and some things he would like to work on such as the ABCD project.

Mills reported on the launch ramp and that Chris Luedtke and himself are working on the deficiencies and how to correct them. December 28th is the date to meet with the MDNRE to go over how to correct everything and try to get it all funded.

Chief of Police – Redder reported that state has set up new reporting for accident reports. They will all be filed electronically. He is awaiting the installation of software and training from the State.

There was a drug sweep performed at the high school. Dogs from eight different agencies participated. Residue was found in one locker. Complaints are down from last year for the October/November period.

Old Business

A) Marina Manager - Mills

No action taken

B) POAM Negotiations

Waiting to hear from POAM on contract.

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

No action taken. Tabled until January meeting. Will advertise for applicants.

New Business

A) Policy for Local Contractors - Mills

No action taken. Tabled

B) MDOT Performance & Indemnification Resolution - Mills

Motion by Holwerda, seconded by Johnson to authorize Josh Mills, Street Administrator, to sign the Performance and Indemnification Commitment from MDOT to allow work to be performed within MDOT right-of-ways.

RC: Yeas: All Nays: None Motion **CARRIED**

C) Canoe & Kayak Launch - Mills

No action taken. Tabled.

D) Sunday Liquor Sales – Kidder

No action was taken on this agenda item, thus allowing the Sunday early morning sales of liquor as enacted by the State of Michigan.

E) Audit Extension Quote - Kidder

Motion by Johnson, seconded by Stransky to approve the contract extension with Anderson, Tackman and Company, PLC for the next three years.

RC: Yeas: All Nays: None Motion **CARRIED**

F) Sheriff Snowmobile Patrol Donation - Kidder

This agenda item was tabled.

G) US Bike Route 35 Resolution – Kidder

Motion by Holwerda, seconded by Condon to approve the Resolution in support of the U S Bike Route 35 through the City of Frankfort.

RC: Yeas: All Nays: None Motion **CARRIED**

H) Introduction of Zoning Ordinance - Kidder

The Zoning Ordinance was approved by the Frankfort Planning Commission on November 17, 2010.

Motion by Johnson, seconded by Condon to introduce the Frankfort City Zoning Ordinance as presented.

RC: Yeas: All Nays: None Motion **CARRIED**

I) Lighthouse Resolution - Mills

Motion by Holwerda, seconded by Johnson to adopt the attached Lighthouse Resolution and authorize Kim Kidder, City Clerk to certify the foregoing resolution.

RC: Yeas: All Nays: None Motion **CARRIED**

J) Tribal Grants – Fire Dept./Mineral Springs play equipment/Police Equipment – Mills/Redder

Mills is requesting a grant for the Mineral Springs Play Equipment in the amount of \$50,000.00. Mills is requesting a grant for the fire department to purchase equipment such as a John Deere Gator, a small ATV or small rescue boat and loose equipment needs. Chief Redder is requesting assistance to purchase a video camera for the patrol car and tasers.

Motion by Holwerda, seconded by Johnson to submit grants to the Grand Traverse Band of Ottawa and Chippewa Indians for miscellaneous loose equipment for the Fire Department, playground equipment for Mineral Springs Park and equipment for the Police Department.

RC: Yeas: All Nays: None Motion **CARRIED**

PUBLIC INPUT –

Mayor Johnson mentioned the framed photos of Frankfort on the chamber wall that are on loan to the City from the Benzie Shores District Library for 99 years.

Peggy Hawley – 403 Forest Ave. – Council should be careful not to allow artists to use the City Hall as a gallery for their art work. Hawley thinks that some people don't understand that the Tree Policy is not intended for trees on private property.

Bruce Ogilvie – Thanked everyone who worked on the Zoning Ordinance and wanted to express that the ordinance is a resource for the future so that if someone wanted to come to Frankfort they would be able to know how to go about building a planned development or commercial building. Ogilvie encouraged the public to look over the ordinance and comment if there is something out of order or incomplete.

Norma Elias – 107 Park Ave. – Concerned about allowing duplex housing in her location.

Dennis Haugen – 322 Forest Ave. – The Planning Commission should be recognized and commended for keeping the water, park land and resources protected in Frankfort.

Mary Link – 140 Sixth St. - Thought there was to be an ad in the paper for tree board volunteers. She was informed that an ad would go in the paper.

Pat Storrer - 424 Corning Ave. – Wanted to let the public know that the park properties are recognized in the Zoning Ordinance with their own zoning district.

Bonnie Warren - Corning Ave. – Asked that the council not rule out those from outside the City of Frankfort that are willing to serve.

Adjournment

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

RC: Yeas: All Nays: None Motion **CARRIED**

Meeting adjourned at 9:00 p.m.