

<p style="text-align: center;">CRYSTAL TOWNSHIP 1499 E. HAMMET ROAD, HART, MI 49420 June 16, 2025 AT 6PM</p>	<b>APPROVED MINUTES</b>
<p>Supervisor L. Hyslop called the Regular Board Meeting to order at 6:00 PM. The Pledge of Allegiance recited.</p> <p><b>Members Present:</b> L. Hyslop, C. Walker, K. Oomen, J. Stevenson, &amp; B. Seymour</p> <p><b>Guest Present:</b> 5</p>	<b>CALL TO ORDER ROLL CALL</b>
<p>Moved by K. Oomen, Seconded by J. Stevenson, to approve the regular board meeting minutes from the May 19, 2025.</p> <p><b>All Ayes - Carried</b></p>	<b>MINUTES APPROVED</b>
None	<b>CHANGES TO AGENDA</b>
None	<b>CITIZENS COMMENTS</b>
<p>L. Hyslop reported receiving an electronic communication from a citizen expressing concern that the recent application of brine on Winter Rd. was completed poorly. L. Hyslop followed the brine truck and found the brine to be conservative.</p>	<b>COORESPONDENCE</b>
<p>Moved by K. Oomen, Seconded by J. Stevenson, to approve the following General Fund Bills:</p> <p><b>General Fund:</b> \$16,111.28</p> <p>Moved by C. Walker, Seconded by K. Oomen, to approve the following Fire Operations Bills:</p> <p><b>Fire Operations Fund:</b> \$4,500.11</p> <p><b>All Ayes - Carried</b></p>	<b>REVIEW &amp; PAY BILLS</b>

<p>Fire Chief Purdy reported:</p> <ul style="list-style-type: none"> <li>Discussed relocation of HIPAA-sensitive employee records filing cabinet. L. Hyslop wants to reach out to our built-in lawyer with EMC Insurance to ask questions regarding HIPPA laws &amp; keeping files inside the fire barn before moving the filing cabinet.</li> <li>Clarification was provided regarding bill signatures and payments. A previous issue arose when a bill submitted by S. Pretty, was returned unsigned. It was placed back inside Chief Purdy's box for a signature, per the new policy of all expenses must be approved by the fire chief.</li> <li>Medical physical and EKG requirements for new fire employee reviewed. It was recommended to use Trinity Workplace Health instead of All Access Care, as the latter is unable to perform EKGs in-house.</li> <li>On-going state audit compliance noted by L. Hyslop.</li> <li>L. Hyslop reported that an inventory is being conducted on the department's air units. Of the 12 units, only 4 were located. He asked Chief Purdy if he knew the location of the remaining units. Chief Purdy responded that the rest are stored on the trucks and are hanging in place.</li> </ul>	<p><b>FIRE DEPARTMENT REPORT</b></p>
<p>Zoning Administrator R. Smith reported (report on file):</p> <ul style="list-style-type: none"> <li>Five zoning permits, written.</li> <li>Three zoning permits, completed.</li> <li>MTA seminar attended – Intro to Planning &amp; Zoning</li> <li>Issues with long-term use of travel trailers as dwellings discussed; ordinance updates recommended.</li> </ul>	<p><b>ZONING REPORT</b></p>
<p>Clerk B. Seymour reported:</p> <ul style="list-style-type: none"> <li>An insurance lapse occurred with EMC due to a lack of communication within the insurance agency, resulting in the policy being charged from monthly to annual payments without proper notice. This change triggered an automatic cancellation of coverage.</li> <li>To resolve the issue, B. Seymour made a motion, <b>Seconded by _____</b>, to pay the remaining balance of \$7,474.24 to reinstate the township's policy with EMC.</li> </ul> <p><b>All Ayes - Carried</b></p>	<p><b>CLERK'S REPORT</b></p>

<p>Treasurer C. Walker reported (report on file):</p> <p><u>May 2025 Financial Report</u>  Beginning balance: \$450,026.24  Deposits: \$30,004.23  Bank interest: \$773.44  Disbursements: \$15,771.12  Bank Fees: \$47.00  Ending balance: \$464,985.79</p> <ul style="list-style-type: none"> <li>• C. Walker reported that the new tax season begins on July 1, 2025. She will begin preparing tax bills for mailing, with assistance from R. Smith, whose help she greatly appreciates. This process is scheduled to take place between June 25–27.</li> <li>• She also shared that by handling the printing, mailing, and consolidation of multiple tax bills (especially for farmers) in-house, she saves the township approximately \$1,800 per year. She noted that the USPS allows up to five documents per envelope with a single stamp, which significantly reduces postage costs.</li> <li>• C. Walker inquired whether anyone had information to include with the summer tax bill mailing, such as a one-page insert. Discussion included topics on recycling, the new cemetery water source, volunteer opportunities for the fire department or election workers, and a possible farm grant update.</li> <li>• Treasurer's updated office hours are:  Tuesdays: <del>10:00 AM – 12:00 PM</del> 10:00 AM – 2:00 PM  Wednesdays: 2:00 PM – 7:00 PM  (Note: Tuesday hours now replace Saturday hours.) She remains available for appointments outside these times as needed.</li> <li>• C. Walker reported that all township tables and chairs have been scheduled for use and will be picked up on Thursday, June 26 and returned on Sunday, June 29.</li> <li>• She also reminded everyone that she regularly updates the township calendar on the wall, which includes the hall use schedule. Anyone planning a township gathering should check the calendar in advance to ensure the facility is available.</li> </ul>	<p><b>TREASURER'S REPORT</b></p>
<p>Supervisor L. Hyslop reported:</p> <ul style="list-style-type: none"> <li>• <b>Cemetery Tree Removal:</b> See Old Business.</li> <li>• <b>Cemetery Water Source:</b> A blue barrel will be placed inside the old outhouse to provide visitors with access to water their flowers. The barrel will be filled manually as needed.</li> <li>• <b>On-Call Fire Department Book:</b> L. Hyslop shared that he is currently reviewing the <i>On-Call Fire Department</i> book and was surprised by the number of state requirements the township board must follow regarding fire department operations. He emphasized that the board's intention is not to micromanage, but to meet state requirements and support the goal of building the best fire department possible. He encouraged increased community involvement.</li> </ul>	<p><b>SUPERVISOR'S REPORT</b></p>

L. Hyslop presented the board with three roofing quotes on a detailed spreadsheet (report on file). To keep the project local, L. Hyslop will ask Real Remodeling to resubmit their cemetery roofing bid to include pricing for a complete tear-off.	<b>OLD BUSINESS a) Roof Repair. 12X16 South Cemetery Building</b>
Moved by C. Walker, Seconded by L. Hyslop, to invest \$100,000.00 into a 12-month CD at 3.5% with Huntington Bank.  <b>All Ayes – Carried</b>	<b>OLD BUSINESS b) CD's</b>
L. Hyslop reported he did not get a bid for the tree removal; he'll probably do it himself.	<b>OLD BUSINESS c) Tree Removal Bid, Oak East of South Cemetery Building</b>
<ul style="list-style-type: none"> <li>L. Hyslop reported that the township received a quote from Republic Services specifically for cardboard recycling. Given that cardboard is currently a valuable commodity, it may be more cost-effective for the township to obtain a dumpster and collect clean cardboard independently, rather than paying Republic \$235 for delivery, \$135 for rental, and \$300 for pickup.</li> <li>L. Hyslop will continue researching alternative options for recycling and potential cost saving opportunities.</li> </ul>	<b>OLD BUSINESS d) Recycle Program</b>
L. Hyslop and B. Seymour met with new rep. from Republic Services. In the process of reviewing contract details. Should hear back from representative soon with a renewed agreement.	<b>NEW BUSINESS a) Republic Waste Agreement</b>
Anthony Pietrusiewicz was appointed to the Planning Commission by Supervisor Lee Hyslop.	<b>NEW BUSINESS b) Planning Commission Appointment</b>
None	<b>PUBLIC COMMENTS</b>
Motion by J. Stevenson, Seconded by B. Seymour, to adjourn the meeting at 7:02 PM.  <b>All Ayes – Carried</b>	<b>ADJOURNMENT</b>