CRYSTAL TOWNSHIP BOARD

Regular Monthly Meeting - Approved Minutes

September 21, 2026 - 6:00 p.m.
Crystal Township Hall | 1499 East Hammett Road | Hart, MI 49420

CALL TO ORDER

Supervisor Mary Oomen called the regular meeting of the Crystal Township Board to order at 6:00 p.m. and led those present in the Pledge of Allegiance.

ROLL CALL

Present: Supervisor Mary Oomen, Clerk Bethany Seymour, Treasurer Catherine Walker, Trustee Jon Stevenson, Trustee Kyle Oomen

Absent: None

APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Trustee Kyle Oomen moved to approve the August 17, 2026 regular meeting minutes as presented. Clerk Bethany Seymour seconded the motion. Motion carried.

CHANGES TO AGENDA

The Oceana County Hazard Mitigation Plan resolution was added under New Business.

CITIZENS' COMMENTS

Colfax Township Transfer Station Proposal

Colfax Township Supervisor David Leonard asked whether Crystal Township would consider allowing Colfax Township residents to use Crystal Township's transfer station through a cooperative arrangement. Leonard stated that Colfax Township has approximately 446 residents and suggested that fees or Township support could help offset Crystal Township's operating costs.

The Board discussed equipment capacity, operating hours, resident and nonresident rates, management and staffing, recycling controls, contractor waste, and the need to review actual revenues and expenses. Treasurer Catherine Walker reported that 53 people had purchased transfer station access and that approximately $12,000 in user fees had been collected since January 1, 2026. Clerk Seymour agreed to provide expense information. Supervisor Mary Oomen indicated that she would speak with Tim Scovill regarding the proposal. No formal action was taken.

LETTERS AND COMMUNICATIONS

Lawn Care Proposal

The Board reviewed a proposed two-year lawn care contract submitted by Howard’s Lawncare & Plowing, LLC, increasing the annual amount from $8,000 to $9,000. Discussion included spring and fall cleanup, mowing at the Township Hall, fire station grounds, and cemetery. Following discussion, the Board agreed to proceed with the proposed two-year contract.

FIRE DEPARTMENT REPORT

Hose Testing and Replacement

Fire Chief Allen Purdy reported that two hoses failed annual testing: one 3-inch by 50-foot hose and one 1 3/4-inch by 50-foot hose. Replacement quotes totaled $557.56.

Motion: Trustee Oomen moved to approve replacement of the two failed hoses for a total of $557.56. Supervisor Mary Oomen seconded the motion. Motion carried.

Old Grass Truck

Trustee Oomen offered to provide batteries temporarily so the truck could be started and evaluated. The Board discussed selling the truck and its skid-mounted pump and tank through a sealed-bid process. Trustee Oomen and Fire Chief Purdy will work on a description of the truck for further consideration. The truck would be offered without replacement batteries. No formal action was taken.

Supervisor Oomen asked Fire Chief Purdy to follow up with Samantha Pretty regarding the status and deadline of the Fire Department grant application.

ZONING REPORT

Zoning Administrator Ronald Smith reported issuing three zoning permits and processing one land division. He also reported on an MTA seminar concerning data-center ordinances, land-division changes, and proposed high-voltage transmission routes.

Zoning Administrator Smith provided the Township Board Members with a sample Data-Center Ordinance for review. The Planning Commission expects to continue its review during its December and January meetings, with a public meeting to follow if an ordinance is proposed.

Zoning Administrator Smith discussed changes expected to take effect March 24, 2027, concerning land divisions and the option for certain townships to have land divisions processed at the county level. He recommended that the Township obtain legal advice regarding whether its existing three-acre minimum parcel provisions would remain enforceable.

Zoning Administrator Smith also reported on upcoming public meetings concerning a proposed 345-kV transmission line between the Midland and Ludington areas. Trustee Kyle Oomen discussed two possible routes may pass through Crystal Township.

Several boxes of assessing records formerly held by Jared Levitt were returned to the Township. Assessor John Beach was notified and indicated that he would retrieve them during the December Board of Review.

CLERK'S REPORT

Clerk Seymour reported that the Oceana County Clerk plans to offer additional training for current and prospective election inspectors before the November election. Clerk Seymour explained that the election-coordinator arrangement adopted for 2026 would remain in place through the November election and could be reconsidered afterward.

Clerk Seymour reported that she was working with the Township auditor on the clerk's audit and that the required information was expected to be submitted to the State by the end of September. Any findings or recommendations will be presented to the Board after the auditor completes the work.

Clerk Seymour also reported an increase in cemetery-location requests and continued QVF training required for voter-registration and election-computer duties.

REVIEW AND PAYMENT OF BILLS

General Fund

The Board reviewed General Fund bills totaling $28,197.95. Questions regarding prior cemetery-management compensation and a Fisher LP account credit were addressed.

Motion: Trustee Oomen moved to approve payment of the General Fund bills totaling $28,197.95. Trustee Jon Stevenson seconded the motion. Motion carried.

Fire Fund Operations

The Board reviewed Fire Fund Operations bills totaling $2,775.59.

Motion: Trustee Oomen moved to approve payment of the Fire Fund Operations bills totaling $2,775.59. Trustee Stevenson seconded the motion. Motion carried.

TREASURER'S REPORT

Treasurer Catherine Walker presented the Treasurer's Report for August 2026.

Beginning Balance: $483,205.06
Cash Receipts: $921.44
Bank Interest: $483.99
Cash Disbursements: $11,597.34
Bank Fee: $30.00
Ending Balance: $472,983.15

SUPERVISOR'S REPORT

Assessor Services

Supervisor Oomen reported contacting other assessors after the Board requested information about assessor options. Nancy Vandervest was unable to take on another township and referred Julie Jackson, who submitted a proposal at a higher cost than the Township's current arrangement. The existing assessor-services contract expired March 31, 2026, but services have continued under the same terms. The Board agreed that Supervisor Oomen should first ask Assessor John Beach to attend a future Board meeting and provide regular updates.

Allen and Hager Drain Assessments

Supervisor Oomen reported that Crystal Township received notice of at-large assessments for drain maintenance: $229.40 for the Allen Drain, representing 3% of the project cost, and $336.98 for the Hager Drain, representing 2.78% of the project cost. Discussion included the notice process, assessments to individual property owners, and concerns that some assessments were reduced only for property owners who attended the Drain Commissioner's hearing.

The Board agreed that additional information should be requested from the Oceana County Drain Commissioner. Drain Commissioner Michelle Martin is expected to address the assessments at the October 1 Oceana County MTA meeting.

Crystal Township Dam and County Park

Supervisor Oomen and Deputy Supervisor Lee Hyslop reported on their presentation to the Oceana County Parks and Recreation Commission concerning broader public input about Crystal Valley Park and the dam. They reported that a majority of the Commission supported collaborating on a survey or public-information effort, although details and responsibility for moving the effort forward remained unresolved.

Discussion included park maintenance, proposed playground improvements, the County's request for Township input, responsibility between the County Commission and Parks and Recreation Commission, and the need for a coordinated plan for the dam. Deputy Supervisor Hyslop reported on recent conversations with EGLE representatives, vegetation removal near the dam, possible repair methods, and the need to demonstrate progress toward a plan. The Township will prepare a response expressing its interest in participating and requesting a clear collaborative process.

Planning Commission

Supervisor Oomen reported that two Planning Commission positions were vacant following the resignations of Anthony P. and Rick Greiner. Judy ~~Cox~~ Kokx is serving as interim Chairperson but does not wish to remain Chairperson, permanently. The Township will continue seeking interested residents to fill the vacancies.

The Planning Commission changed its regular meeting time from 6:00 p.m. to 5:00 p.m. The 2027 regular meeting schedule is January 5, March 9, May 11, and September 14, 2027, with all meetings beginning at 5:00 p.m.

The Planning Commission reviewed the Master Plan and previously determined that no amendments were needed at this time. Trustee Jon Stevenson will confirm whether any additional review or filing is required. The Commission also plans to continue work on the Commercial Renewable Energy Overlay Ordinance (CREO), accessory dwelling units, housing-related provisions, and a possible data-center ordinance.

BS&A Software and Grant Funding

The Board discussed the need for BS&A software, the initial implementation cost, annual fees, and possible grant funding. Supervisor Oomen proposed working with Clerk Seymour and Mandy on a grant application expected to be due in December. The Board also discussed whether cooperation with another township could reduce costs. No formal action was taken.

Expiring Millage Notification

Supervisor Oomen reported receiving notice that a Township millage is scheduled to expire December 31, 2026. Clerk Seymour explained that, if the millage proposals are approved at the November election, the Township will submit an updated Form L-4029 in December.

OLD BUSINESS

Township Attorney

The Board revisited the need to identify an attorney with township and municipal-law experience. Supervisor Oomen will ask other township supervisors for recommendations at the October 1 Oceana County MTA meeting. Colfax Township Supervisor David Leonard recommended Bauckham Thall, noting the firm's work with the Michigan Townships Association. Leonard offered to provide contact information.

The Board also discussed obtaining legal advice regarding the Crystal Township dam and county park deeds and the Township's zoning and land-division provisions. Trustee Oomen will provide contact information for a real-estate attorney, and Supervisor Oomen will obtain a copy of the Township's current attorney agreement before requesting proposals.

NEW BUSINESS

Oceana County Hazard Mitigation Plan

Clerk Seymour presented a resolution adopting the Oceana County Hazard Mitigation Plan and explained that participation preserves the Township’s eligibility to seek certain disaster-assistance and hazard-mitigation funding.

Motion: Trustee Oomen moved to adopt the resolution approving the Oceana County Hazard Mitigation Plan. Clerk Seymour seconded the motion. All members present voted in favor. Motion carried.

PUBLIC COMMENT

Deputy Supervisor Hyslop asked about the projected cost and annual fees for BS&A software and whether any additional county or state action was required following the Planning Commission's review of the Master Plan. Trustee Stevenson agreed to verify the Master Plan process.

Colfax Township Supervisor David Leonard invited Crystal Township officials to the October 1 Oceana County MTA meeting at Grant Township Hall and noted that Drain Commissioner Michelle Martin would provide information regarding the recent drain assessments.

Additional discussion continued regarding the dam, County park responsibilities, potential repair approaches, and the Township's response to the County. No formal action was taken.

ADJOURNMENT

Motion: Trustee Stevenson moved to adjourn the meeting. Clerk Seymour seconded the motion. Motion carried.

The meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Bethany Seymour
Crystal Township Clerk

Minutes approved: 10/19/2026