

# CRYSTAL TOWNSHIP

## Board Meeting

November 20, 2023

**This meeting was called to order by Supervisor Hyslop at 7:00 p.m. with the Pledge of Allegiance recited.**

**Roll Call:** Board Members present: Lynn Gardner, Cathy Walker, Lee Hyslop, Rosalie Sauser,

**ABSENT:** Kyle Oomen

**Guests Present:** Ron Smith, Gary Gardner, Dawn Riley. Paul Erickson, Marc Seymour, Bethany Seymour

**Approval of Previous Month's Meeting Minutes:** The October 16th, 2023 Board Meeting Minutes were presented. **Motion by Walker and supported by Sauser to approve last month's minutes. Voice Vote. Motion Carried.**

**Changes to Agenda:** Gardner requested to add approval of resolution for 1% Admin Fee from property taxes. Hyslop added it to New Business.

**Citizen Comments:** None

**Letters and Communications:** None

**Fire Department Report:** Al Purdy not present. Hyslop had a phone call from Samantha Pretty regarding the Township Fire Department has an opportunity to acquire a free grass truck from the Department of Defense. Samantha asked if Hyslop could sign the paperwork for the request for the truck. The DOD has trucks that they were going to scrap but could donate to underprivileged communities. There is a handful of them. Hyslop said as long as we don't have to put money into it, to bring it up to service then we will do it. The only requirement in the agreement is we have to agree to maintain the truck, paint it to bring it up to our colors or colors that the fire department wants or DNR color. We have to agree to allow them to come out and take a look at the truck upon request. The stipulation is that if there is a forest fire or grass fire and the DNR calls us we have to respond if we are available. There is no compensation for the fire fighters. Hyslop signed the paper as it was due by last Monday (11/13/23). Hyslop provided the Board with copies of the paperwork for everyone to read.

**Zoning Report:** Ron Smith had four completed zoning permits and sent out four letters regarding blight and junk clean up, took 15 pictures, removed signs from Superior Gutter. He called them again regarding posting them. The trailer and house down the road will be taken down. The owner will be coming for a demolition permit on Tuesday.

**Clerk's Report:** Gardner noted this month was not as high of bills for the township like last month with road brining. She has been working with Walker on comparing numbers. Some of the monthly forms like the Budget and Income Ledger were updated to calculate numbers to verify with bill pay and income from the Treasurer. This just helps us with verification that our numbers match and there are no mistakes.

**Review and Pay Bills:** October bills were presented in the amount of \$9,697.23. Gardner mentioned the TrueStream (WIFI) bill is combined with Great Lakes Energy and the break down is noted at the bottom of the List of Bills to show individual amounts by account. Drain Maintenance was questioned. Paul Erickson helped clarify the location that was worked on. **Motion by Gardner and supported by Hyslop to approve the payment of claims as presented. Voice Vote. Motion Carried.**

**Treasurer's Report:** Walker presented the October 2023 Treasurer's Report.

Beginning Balance	Cash Receipts	Cash Disbursements	Current Balance
\$345,138.12	\$1,680.22	\$47,777.33	\$299,016.01

Approved: 12/18/23

### Supervisor's Report:

- **Clerk and Assessor Position:** Hyslop interviewed a new Assessor, thought everything was going well, but she backed out so we will talk about that more next week. We have ended our research for a new Clerk. That will be discussed later at this meeting.
- **Farm Road Update:** Hyslop has talked to every individual that has a title on their door for possibility of getting us money and so far, has not gotten anywhere. We're going to revamp and re-strategize. He has a Zoom meeting tomorrow with the United States Director of Economics out of Chicago and Jodi Gruner from USDA. He looked at our package and our program and he feels there may be some assistance there for us.
- **USDA Grant and 140<sup>th</sup>:** The USDA has announced a grant for up to \$100,000 and Hyslop was in a Zoom meeting for that, but after about 45 minutes he tweaked out because they had more rules and regulations than a group of new college kids could possibly come up with including a new beta program that hasn't been used yet and then there's a new deadline that has been moved forward so as far as he could tell it was an absolute wash out. But then he talked to our grant writer and he said he listened to it also and told Hyslop to calm down a little bit because the last time they did that they changed their minds and made it a little bit more forgiving. Hyslop would like to ask the Board if it is ok if he goes forward to go forward on the road improvement for 140<sup>th</sup> (north of Madison) which would require a 30% grant. If the Board approves, Hyslop would get a bid from the Road Commission and the grant might come from the Road Commission itself and the balance of the money would be a grant from the USDA. **Gardner motioned for Hyslop to go forward with this for the Farm Road Project and Walker supported. Voice Voted, Motion Approved.**
- **Transfer Station:** Hyslop talked with Scott Gardner from American Classic Dumpster Service and stated he cannot match Republics tonnage rates because they take the waste to their landfill but he can knock the daylights out of all the other fees that they hit us with and is confident that he can save us several thousand dollars when our contract ends which is still another year away. If they do what they've been known to do and that's raising their prices, we have the right to give them first right of refusal and then he (Scott Gardner) would like to earn our business. He also talked about the recycling operation and is going to send Hyslop materials on recycling so we will move forward looking into that.

### Old Business:

- **Cemetery:** Hyslop provided some material to review and would like to ask for more time to work on this. Bottom line is we have very few spaces left. In the report he noted if we don't count the 20 lots or 160 spaces (that state "Check before Selling", we have 156 spaces available. We need to do more research to determine if we need to restrict the sale of lots or spaces for our future generations. Hyslop will talk to Howard Gardner (Sextant) and find out why we can't sell some of the lots on the map. Hyslop would like to put off on cemetery decisions until the December meeting.
- **Crystal Valley County Park-Spark Scoring:** From the grant application – out of a total of 100 points we got 76. We got our biggest hit under Financial and Social Considerations where we had 19 points available and we only got 10, Clarity of Scope and Ability to Execute had 14 and we only got 6. Other hits were also noted.
- **Crystal Dam Project:** Hyslop pointed out sitting in the third-row back is the best County Representative a township could have (note reference to Paul Erickson County Commissioner) as he noted the testing done on the Crystal Dam with a brand-new hammer drill purchased from his (Paul's) own money and helped with Mr. Ruggles who also purchased one for drilling down into the concrete with the Engineer Mr. Tiffinay to do proper testing. Hyslop and Blackmer assisted with equipment. The Engineer will do some drawings and reporting over the winter. But it was a good day with a good team all working together to get the proper testing done on the dam.
- **Madison OCRC Update:** Mark Timmer said it was possible the road could be done on Madison between 120<sup>th</sup> and 126<sup>th</sup> with a slag upgrade at no cost or very little cost to the township. So Hyslop would like to investigate that further.
- **Blight Ordinance:** The project with the County is in the hands of the Treasurer. We need to get titles for the mobile homes that are in the project. It will cost \$90 to acquire a lost title so Hyslop would like to ask that we the Board approve that we pay it and we will get paid back by the Oceana County Land Bank. **Sauser motioned for Crystal Township to pay the \$90 title fee, Gardner second. Voice vote approved; motion carried.** Hyslop wants us to start asking people to start cleaning up their own blight. Some people have been asked and still not doing anything about it. Hyslop wants to know what the Board thinks about enforcing it. Ron Smith said it takes writing a citation and taking it to the Court system as necessary. It can be ordered by the Judge to take cost out of their taxes if they don't comply. Ron Smith suggested starting with the

smaller ones and then if needed go to the bigger ones which could be more costly. But most will already be taken care of with the Blight Grant.

- **Solar Legislation:** We lost the process for the townships to have control over the ordinance of Solar Power Farms. It is now in the hands of our State. There's not much our Zoning Administrator can do. People have to call John Bumstead or State Representatives.

**New Business:**

- **Charter Communications:** Charter Communication needs right of way approvals. Our Attorney suggested we sign it and add our percentages 5% and 2% fees where applicable and sent in before 30 days. **Sauser Motioned to approve the Right of Way with included fees for the township, Gardner second. Voice vote, all approved, motion carried.**
- **Millage Renewals:** Road improvement tax renewal at 2.0 mills, Fire Operation tax renewal at 2.0 mills, Fire Equipment tax renewal at 0.5 mills. Millage renewals read to the Board by Hyslop and voted. All approved. Resolutions written and signed to be delivered to Amy Anderson at the County building by Lynn following Thanksgiving (the next week). Deadline is December 5<sup>th</sup> but we will get it there sooner.
- **Appoint Clerk:** After reviewing the qualifications of the two applicants for the Clerk Position, Gardner nominated Bethany Seymour to be the Clerk following her resignation ending on December 31<sup>st</sup>, 2023. Hyslop appointed Bethany Seymour as an Assistant for the remainder of the current Clerk's term. **Gardner motioned to appoint Bethany Seymour; Walker supported. Voice voted; motion approved.**
- **Wage Discussion December:** Hyslop asked for the Clerk to look for the wage requirements before the meeting in December. Gardner agreed and will investigate.
- **1% Administrative Fee:** Gardner reviewed the administrative fee resolution to the Board. **Offered up by Gardner, second by Walker, Board voted, approved.**

**Public Comments:**

Dawn Riley asked about the road brining which was done quite frequently during this past summer and felt it had been done every few days in some cases and wanted to make sure this wasn't something we had to pay for. Gardner said the bill we paid for was for two brining's during the summer. Hyslop knew there were special circumstances for the brining but Gardner said it did not show up on the township's bills. Hyslop noted that road work coming up will be Madison between 126<sup>th</sup> and 144<sup>th</sup> will be ground up and paved in 2024, then Madison from 144<sup>th</sup> to 168<sup>th</sup> in 2025 and then to the next big road after that in 2026. This is all Madison Road improvements. They (Road Commission) do not want to improve Jackson from 126<sup>th</sup> west. They want the semi's to not use that road so that is why they aren't fixing them.

**Motion to Adjourn by Hyslop, Gardner second. Meeting adjourned at 8:01 p.m.**

Respectfully Submitted,

Lynn Gardner