CRYSTAL TOWNSHIP BOARD

Regular Monthly Meeting - Approved Minutes

October 19, 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 and led those present in the Pledge of Allegiance.

ROLL CALL

Present at roll call: Supervisor Mary Oomen, Clerk Bethany Seymour, and Trustee Jon Stevenson.

Absent at roll call: Treasurer Catherine Walker and Trustee Kyle Oomen. Trustee Kyle Oomen arrived after roll call and participated in subsequent business.

APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Trustee Jon Stevenson moved to approve the previous month's meeting minutes. Clerk Bethany Seymour seconded the motion. Motion carried.

CHANGES TO AGENDA

No changes were made to the agenda.

CITIZENS' COMMENTS

No citizens' comments were offered during the designated agenda period.

LETTERS AND COMMUNICATIONS

Colfax Township Transfer Station Inquiry

Supervisor Oomen reported meeting with representatives of Colfax Township regarding possible participation in the Crystal Township transfer station. Board discussion addressed permit verification, sign-in procedures, staffing, recycling oversight, operating costs, equipment maintenance, and possible resident and nonresident rates. The Clerk's cost analysis was discussed, with approximately $5,006.74 in expenses and approximately $11,598.76 in revenue for the period reviewed. Members emphasized the need to establish reliable procedures before expanding participation.

Clerk Seymour offered to coordinate a trial of the proposed check-in and verification procedures with transfer station personnel, including Adam Herrera and Tim Scovill. No decision was made regarding Colfax Township participation or rates.

Oceana County Council on Aging

Supervisor Oomen announced a luncheon on October 27, 2026, at noon and invited interested Board members to attend.

Transfer Station Information

The Board discussed clarifying printed transfer station information, including hours for purchasing permits and the recycling program. Recycling is included for current trash permit holders; separate recycling access was also discussed.

ASSESSOR UPDATE

Township assessors Michael and John Beach attended. An update was provided on preparations for winter tax bills expected December 1, including deed transfers, mailing information, principal residence exemptions, and the December Board of Review.

FIRE DEPARTMENT REPORT

Grant Update

Fire Chief Allen Purdy reported that he had not received a recent update on the Fire Department grant application. Supervisor Oomen planned to follow up regarding its status and deadline.

Old Grass Truck

Chief Purdy reported that the old grass truck could run briefly but continued to experience mechanical problems, including possible fuel-delivery and transmission issues. The Board discussed selling the truck as a complete unit or separately from its firefighting equipment, using sealed bids and reserving the right to reject bids.

Motion: Trustee Kyle Oomen moved to advertise the old grass fire truck for sale by sealed bid in the Oceana Echo. Trustee Jon Stevenson seconded the motion. Motion carried. The Clerk will assist with the advertisement, including a description and photographs of the truck.

ZONING REPORT

Zoning Administrator Ron Smith reported one zoning permit issued, one permit completed, and two letters concerning junk-related violations, with follow-up continuing. He also discussed an ongoing enforcement matter and recent land division activity. Smith reminded the Clerk of the need to publish notice in November for the December Planning Commission meeting concerning the CREO ordinance.

CLERK'S REPORT

Clerk Seymour reported that the annual audit had been completed and the auditor’s communications provided to the Board. She also introduced Polly Laurent as the new Deputy Clerk and reported ongoing work to organize Township cemetery records.

REVIEW AND PAYMENT OF BILLS

The Board reviewed bills for payment. The General Fund bills were reported as approximately $9,279.05 and Fire Department bills totaled $1,145.71.

Motion: Trustee Kyle Oomen moved to approve payment of the bills. Trustee Jon Stevenson seconded the motion. Motion carried.

TREASURER'S REPORT

The Treasurer’s Report for September 2026 was presented:

- Beginning Balance: $472,983.15
- Cash Receipts: $11,869.02
- Bank Interest (including CD’s): $464.71
- Cash Disbursements: $30,973.54
- Bank Fee: $30.00
- Ending Balance: $454,313.34

SUPERVISOR'S REPORT

Crystal Township Dam and County Park

Supervisor Oomen reported that correspondence regarding the dam had been submitted to the Oceana County Board of Commissioners. She and Lee Hyslop attended a County Commission meeting. Discussion addressed engineering requirements, possible lower-cost repair alternatives, potential grant funding, and the possibility of a countywide parks millage. Additional information and cost estimates are being sought. No formal action was taken.

Snow Removal

Supervisor Oomen reported that Rory Ruggles will continue providing snow removal services this winter without increasing rates and will take care in managing snow near the Fire Department building.

MTA Oceana County Chapter and Community Resources

Supervisor Oomen summarized information from the MTA county chapter meeting, including municipal attorney options, posting the alternative energy zoning ordinance on the Township website, recycling standards, and resources available through the Community Foundation for Oceana County. A grant-writing workshop was scheduled for November 10, 2026, at the Township Hall, with the time to be announced. Potential assistance with office equipment and other community needs was discussed.

Oceana Economic Alliance Meeting

Supervisor Oomen reported attending an Oceana Economic Alliance meeting and shared information about local community resources, the Lakeshore Food Club, and educational opportunities associated with West Shore Community College.

OLD BUSINESS

Planning Commission Master Plan Review

Trustee Jon Stevenson reported that the Planning Commission had reviewed the Township Master Plan and determined that no amendments were needed at this time. He requested confirmation of any additional procedural requirements, and a follow-up inquiry was offered.

Transmission Line Project

The Board discussed upcoming public information opportunities regarding proposed transmission line routes. Trustee Kyle Oomen planned to attend a meeting and provide an update in November.

Township Legal Counsel

The Board discussed legal representation, including specialized advice concerning the dam and park property, municipal matters, attorney fees, and existing counsel. Several possible municipal law firms were discussed. No change in legal counsel was approved.

NEW BUSINESS

Hart Recreation Club

Trustee Kyle Oomen reported that the Hart Recreation Club was seeking greater township participation. With the Board’s informal agreement, he offered to serve as Crystal Township’s contact through his existing involvement with the organization. No formal motion was recorded.

PUBLIC COMMENT

Michael Beach recommended considering legal counsel specializing in municipal and township law and shared a potential contact for the Board's consideration.

ADJOURNMENT

Motion: Trustee Kyle Oomen moved to adjourn the meeting. Clerk Bethany Seymour seconded the motion. Motion carried.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,
Bethany Seymour
Crystal Township Clerk

Minutes approved: November 16, 2026