Regular Council Meeting
Tuesday, May 21, 2024
412 Main Street – Haugen Hall
Frankfort, MI 49635 (231) 352-7117

Meeting called to order by Mayor Pro Tem Olsen at 5:00 p.m.

Pledge of Allegiance

Roll Call: Present: Carrella, Charters, Olsen, Stratton Excused: Holwerda

Also Present: Chief Cederholm, Chief Lozowski, Joshua Mills and Christine Ward Spence.

Fire Chief Cederholm shared an experience in the community that resulted in five individuals who effectively saved the life of a local resident. The Chief recognized Frankfort Fire and First Responder members, Melanie Cederholm, Alexander Johnson and Christopher Cervantes. In addition, two members of the community, Anthony Suchocki and Nathan Miller, were also recognized for their efforts. The city council, department heads and the audience all gave these individuals a standing ovation and a round of applause.

Request to Appear Before Council:

a) *Brooke Trentham Popp*, Dow Memorial Airport Manager, introduced herself to the council and discussed her goals/action plan, federal funding for bond payments schedule and shared an event at the airport from May 4th through September 2nd called the Wings of Mercy Wingman Challenge & Fundraiser.

b) *Julie Schumacher*, Co-Chair of Benzie Welcome, discussed a housing situation for a Ukrainian family of five that has recently come to Frankfort. The housing that was found is not in the Attainable Housing District and she would like the city to consider extending the area of the district to include 709 Leelanau Avenue. She discussed mortgage and housing cost which support the need for this expansion.

c) *Bernard Walker* – Owner of 709 Leelanau Avenue discussed the long-term rental issues of the city. He too would like the city to consider extending the area to include this address to make it affordable for the Walker's to continue renting their property as an affordable long term rental.

Public Input – General (3 Minutes):

1) *Jeff Hale, 395 Parkview Lane*. – Mr. Hale inquired about the proposed location for the recycling bins and the impact the placement may have on the surrounding area. He also expressed concern with the intersection of James Street and Day Avenue regarding parking around the ball fields. Entering that intersection has become dangerous due to the lack of ability to see when crossing over Day Avenue.

2) *John Mead, Benzie County District/Probate Judge*. – Judge Mead gave his history in Benzie County starting in the sheriff's office. Over the years, Mr. Mead has had 6,451 District and Probate cases come before him. 90% of these cases are in the Family Division of the Circuit Court. Judge Mead wishes to continue serving Benzie County for the next six years.

Correspondence:

a) *Arbor Day Foundation* - Congratulations to the City of Frankfort on earning recognition as 2023 Tree City, USA.

b) *Senator Jon Bumstead*- Congratulations to the city for receiving a Community Technical, Managerial and Financial Support for Lead Line Replacement (TMF LSLR) grant.

c) *Joy Foster, Benzie Cares for Kids*. – Thank you to Mr. Mills for allowing the "pinwheel garden" in front of city hall as part of the Pinwheel for Prevention - Prevent Child Abuse.

Approval of Minutes:
Motion by Charters, seconded by Carrella to approve the regular meeting minutes of 04/16/2024 as presented.

RC: Yeas: All Nays: None Motion CARRIED

Motion by Stratton, seconded by Carrella to approve the regular meeting closed session minute of 04/16/024 as presented.

RC: Yeas: All Nays: None Motion CARRIED

Motion by Carrella, seconded by Stratton to approve the special meeting minutes of 04/25/2024 as presented.

RC: Yeas: All Nays: None Motion CARRIED

Motion by Olsen, seconded by Stratton to approve the special meeting closed session minutes of 04/25/2024 as presented.

RC: Yeas: All Nays: None Motion CARRIED

Approval of Bills:

Motion by Olsen, seconded by Stratton to approve prepaid vouchers #60097 - #60138, HRA #8720 - #8748 in the amount of $186,491.66 of which $81,557.95 for USDA payment/interest. Payroll voucher #40797 - #40931 and EFT #604 - #618 in the amount of $203,544.57 of which $112,617.68 for wages, $43,019.17 for employee/retiree benefits, $2,957.67 for employee deductions, $24,622.16 for federal tax deposits, and $20,327.89 for MERS.

RC: Yeas: All Nays: None Motion: CARRIED

Motion by Charters, seconded by Stratton approving Vouchers #60139 - #60196 in the amount of $186,950.96.

RC: Yeas: All Nays: None Motion: CARRIED

Council Member Reports:

a) Carrella

Downtown Development Authority – This authority discussed strategic planning for most of the meeting regarding the redevelopment ready assessment of the east end on Main Street. Ms. Carrella discussed the process.
Housing Commission – The commission discussed attainable housing and the Lake & Main Project progression. Papaya Development, who constructs prefabricated homes built in the Midwest at a cost of $140 a square foot, gave a presentation to the commission.

b) Charters

Personnel Committee – Mr. Charters informed the council that the TPOAM contract has been submitted to the union for review and signatures. The committee worked on department head reviews and conducted at least some of the verbal reviews. The committee is still dissecting information from the reviews and will be making recommendations to the council in the near future. The union representing the police has sent notification of the change. No action can be taken on this contract until it expires on June 30, 2024.
Finance Committee – Mr. Charters and Mayor Holwerda met with the committee to review the city proposed budget for 2024/2025 line for line. The proposed budget will be given to the city council for approval on May 29th.
Water & Sewer/Solid Waste – This committee did not meet.
Betsie Lake Utility Authority (BLUA) – The authority is working with BakerTilly on bond funding for the expansion project. The facility is running without issues.
Planning Commission – The commission discussed the two signs digital signs for Frankfort Elberta Area Schools. It was noted that on a state level, a Healthy Affordable Housing Act was introduced and if passed it could provide grant funding for housing. The ad hoc zoning review is reviewing key points with rooftop storage and structures. The focus is still on the east end development general overall ordinance review.
Marina Authority - This authority did not meet.

c) Holwerda – Excused

d) Olsen

Recreation Board – The board met to discuss the location of the beach bathroom and updates on the Bellows Park Bathroom
Airport Authority - Mr. Olsen praised Brooke Popp on her effects thus far and referred to the highlights of the documents presented to council in Ms. Popp's request to appear.
Public Safety – This committee did not meet but will before the 4th of July.

e) Stratton

Water & Sewer Committee – This committee did not meet.

Fire Advisory Board – This board did not meet.

All department heads monthly council reports as well as the commissioner's monthly report are available for review on the City of Frankfort website: www.frankfortmich.com

Commissioner's Report – Please see the attached report from Commissioner, Karen Cunningham. Ms. Cunningham praised the city for its advances to livestream its meetings.

Department Reports: Please see the attached departmental reports for the City Clerk/ Treasurer, Superintendent, Police Chief and Fire Chief.

Chief Lozowski congratulated Benzie County Dispatcher, Christa Ketz on her recent retirement after 25 years of service to Benzie County.

Old Business: City Owned Vehicle Policy – No action taken.

a) Fuel Cloud Gas Upgrade – Mills

Mr. Mills and Mr. Charters met with Oscar W. Larson Company regarding the change order for the project.
Motion by Stratton, seconded by Charters to approve the revised change order from Oscar W. Lawrence Company as presented and for funds to be taken from Prior Fiscal Year Cash Reserve in the amount of $12,850.00 to cover the expenditure.
RC: Yeas: All Nays: None Motion CARRIED

New Business:

a) Grand Traverse Band of Ottawa and Chippewa Indians 2% Allocations Grant FACLT – Mills

The FACLT will be applying for a $15,000.00 grant to continue to aid the trust in future projects. The city will be a pass through for this grant.

Motion by Carella, seconded by Olsen, to allow the Frankfort Area Community Land Trust (FACLT) to apply for a Grand Traverse Band of Ottawa and Chippewa Indians Grant through the City of Frankfort.

RC: Yeas: All Nays: None Motion CARRIED

b) Interlocal Agreement for Equipment Maintenance

Motion by Olsen, seconded by Stratton, to approve the proposed Interlocal Agreement between the City of Frankfort Fire Department and Benzie County regarding the housing and maintenance of the UTV and Trailer as presented.

RC: Yeas: All Nays: None Motion CARRIED

c) APC Tower Option & Ground Lease Agreement – Mills

This agreement will allow APC Towers to establish and maintain a communications facility on the Bellows Park Property. All documentation has been reviewed by the City Attorney, Ross Hammersley.

Mr. Olsen questioned the wording that the rent would increase if additional companies added equipment to this facility. Mr. Mills stated, Mr. Hammersley was to include this in the agreement.

Motion by Charters, seconded by Carella to allow City Superintendent, Joshua Mills to sign the Option & Ground Lease Agreement between APC Towers and City of Frankfort and related documentation as presented.

RC: Yeas: All Nays: None Motion CARRIED

d) Natural Hazard Mitigation Plan Resolution - Spence

Rebecca Hubers, Benzie County Emergency Manager has worked diligently to update this plan. This plan would allow the city, in the event of a natural hazard, the ability to apply for federal funding.
Motion by Olsen, seconded by Carrella to approve the Natural Hazard Mitigation Plan for Benzie County as presented as well as the prosed Resolution 05.18. of 2024.
RC: Yeas: All Nays: None Motion CARRIED

e) Dog Park Irrigation - Mills

Mr. Mills outlined the bids received for the installation at the Ruth Deacon Dog Park.

Shoreline Lawn & Irrigation Services	$15,790.00
Crystal Water Works	$18,500.00
Crystal Resort Services Landscape & Irrigation	$20,584.00

Mr. Olsen noted the Parks & Recreation committee recommends accepting the bid by Shoreline.

Motion by Stratton, seconded by Carrella to hire Shoreline Lawn & Irrigation Services to install the irrigation system at the Ruth Deacon Dog Park.

RC: Yeas: All Nays: None Motion CARRIED

f) Blue Cross, Blue Shield 2024/2025 Rates - Spence

The medical rates for 2024/2025 are increasing 15.29% for current employees and 13.98% for retirees. The HRA cost projected decrease of 27.10%. With this deduction, there is a net increase of 6.62% for current employes and 7.77% for retirees for Blue Cross Blue Shield Coverage.
Please note, per employee contracts, employees will be contributing 20% of their BCBS premiums. The increase in employees is between $8.00 and $15.00 per week.

Acrisure does charge a fee to administer the city's HRA. I have seen proposals from other policy administrators that advertise no cost to you; however, these companies sub out the HRA to an outside agency and they charge the customer. From my experience, it is advantageous for the city to have the BCBS plan administer also process HRA claims. The representatives are well aware of the plan coverage and the process is seamless. The cost for current employees is $22.45 per month and $4.50 per month for retirees. This rate has stayed consistent now for fourteen years.
After a three-year premium hold, Delta Dental increased its rates by 8.00% with an increase expense of $1,408 overall and VSP (Vision Insurance) showed no change in premium costs. These rates are up for renewal next year.
Similar after a three- year premium hold, Mutual of Omaha increased its rates by 17.33% with an increase expense of $2,337.96. These rates are subject to a two-year rate guarantee.

Motion by Olsen, seconded by Stratton to maintain the employee's healthcare plan of BC.BS CBPPO HRA Gold 5000 Plan with reimbursement back to their current seamless plan.
RC: Yeas: All Nays: None Motion CARRIED

Motion by Carrella, seconded by Olsen to exercise the opt out provision which allows the local unit of government, the City of Frankfort, to determine on their won cost employees will contribute for health care insurance for the 2024/2025 plan year. Employees will be required to make a 20% contribution to their BCBS premium cost.

RC: Yeas: All Nays: None Motion CARRIED

Public Input:

1) *Jay White, 448 Bridge Street* – Mr. White thanked the city council for the approval of the grant submission. He shared the progress of the Land Trust homes, the funding and touched on legislation that is being proposed to assist in this program.

Adjournment:

Motion by Carrella, seconded by Olsen to adjourn the meeting at 6:28 p.m.

RC: Yeas: All Nays: None Motion CARRIED

_____ _____

Braden T. Olsen, Mayor Pro-Tem

Christine Ward Spence City Clerk/Treasurer