

BAY TOWNSHIP BOARD OF TRUSTEES
FEBRUARY 9, 2017 REGULAR MEETING MINUTES

APPROVED

CALL TO ORDER Supervisor Moeschke called the meeting to order at 7:00PM and led with the Pledge of Allegiance. Also in attendance were Clerk J.G. Vanek, Treasurer S.L. Ritter, Trustees G.R. Monk and W. Wehrenberg.

PUBLIC COMMENT None received.

PRIOR MEETING MINUTES **MOTION by Ritter, seconded by Monk, to dispense with the reading of the January 12, 2017 Board of Trustees regular meeting minutes, passed upon unanimous affirmative voice vote of the Board Members present.**

MOTION by Vanek, seconded by Wehrenberg, to approve the January 12, 2017 Board of Trustees regular meeting minutes, as presented, passed upon affirmative voice vote of the Board Members present.

TREASURER REPORT January 2017 Treasurer's report as follows:

<u>Huntington Banks Accounts</u>	
General Fund Savings	\$ 103,712.87
General Fund Checking	\$ 9,687.61
Road Fund	\$ 79,584.10
Tax Collection Fund Checking	\$ 446,030.52
Escrow Account (Checking)	\$ 1,000.00
CD (Renewed June 2016)	\$ 33,234.62
<u>4Front Federal Credit Union Account</u>	
General Fund Savings	\$ 225,147.04

Stated Huntington Bank's \$10 service fee on the Road Fund account for three months was because the balance fell below \$5,000.

CLERKS WARRANTS Vanek presented the February warrants for payment. Vanek requested an invoice to Applied Imagining totaling \$4,979.00 for the newly purchased and delivered copy machine be included in the February warrants.

MOTION by Ritter, seconded by Monk, to approve the amended February warrants, totaling \$15,638.28, to be paid from the General Fund passed upon unanimous affirmative roll-call vote of the Board Members present.

PLANNING COMMISSION REPORT *Note: See the Planning Commission February 7, 2017 minutes for further details.*
Vanek reviewed the meeting as follows:

- Discussed the comments received from the public feedback session on the proposed Outdoor Wood Furnace Ordinance and decided to incorporate regulating the outdoor wood furnaces within the zoning ordinance instead of a stand alone ordinance.
- Holding a March public hearing for various zoning ordinance text amendments for the definitions of buildable area and lot width. Also a public hearing will be held on allowing accessory dwelling units.

BAY TOWNSHIP BOARD OF TRUSTEES
FEBRUARY 9, 2017 REGULAR MEETING MINUTES

APPROVED

**ZONING ADMINISTRATORS
REPORT**

Note: A copy of this report is on file with the township Clerk which has further detail.

Zoning Administrator Ron Van Zee reviewed his January 13 – February 9 written report highlighting activities regarding Zoning Permits issued, Zoning Ordinance enforcement actions taken, and other related zoning activities.

**ZONING BOARD OF
APPEALS REPORT**

Ritter reviewed the January 31, 2017 zoning board of appeals hearing for a building height variance request for a new residence being built on Walloon Lake; the variance was denied.

**CEMETERY COMMITTEE
REPORT**

Monk stated their January 25th meeting was cancelled; next meeting is February 22nd.

**CHARLEVOIX COUNTY
ELECTED LEADERS SUMMIT**

Monk and Ritter attended the 2017 Charlevoix County Elected Leaders Summit held in Boyne City. Most townships were represented and a representative from Michigan Technological University was there to discuss road maintenance options. Monk gave an overview of Bay Township's 2016 accomplishments. Bay Township will host the local MTA Chapter meeting in September.

**2017-2018 PROPOSED
BUDGET**

The Board reviewed the draft FY2017-2018 General Fund and Road Fund Revenues and Expenditures budget items. The budget will be finalized at next months meeting.

SALARY RESOLUTIONS

Since no Board Members were requesting a salary increase, there wasn't a need to adopt the salary resolutions.

CORRESPONDENCE

None received.

OTHER

Wehrenberg

- Presented invitation to the February 25th, 2017 Annual Resort Bear Creek Fire Department training dinner. Speaker will be MDOT traffic management coordinator Jason Bodell. R.S.V.P. is required.

Vanek

- Discussed the February 2017 MTA article regarding the township assessor classification as an employee. Moeschke will contact township legal council regarding this and forward article onto them, so their response can be discussed at the March meeting.

Ritter

- New copier arrived today; it's installed and working.

BAY TOWNSHIP BOARD OF TRUSTEES
FEBRUARY 9, 2017 REGULAR MEETING MINUTES

APPROVED

- A church is interested in purchasing old copy machine. Old copier is worth between \$300 to \$500.
- Zoning Board of Appeals supports raising the ZBA application fee.
- Zoning Board of Appeals would like a way to search previous cases to see what section of the zoning ordinance an applicant was requesting a variance from, and the subsequent appeal result. The Board suggested asking records retention helper Annie Burnett to see if she would be willing to index the zoning board of appeals minutes.

Monk

- Talked with the Boyne City Post Office regarding relocating the township hall mailbox to within the parking lot because the mailbox seems to get hit often during the winter months. They will come out and look at an alternate location this spring.

PUBLIC COMMENT

Moeschke opened public comment at 8:20PM.

George Lasater: Attended the recent Charlevoix County Elected Leaders Summit meeting and complimented the Board for being very well represented. Also complimented the township for a very informative newsletter and for the annual Wreaths Across America program which was held at the three Bay Township cemeteries.

Stated a new Road Commission Board Member (Denny Way) was appointed to replace a retiring member, and that twelve Parks & Recreation Funding applications were received.

Moeschke closed public comment at 8:25PM.

ADJOURNMENT

MOTION by Ritter, seconded by Monk, to adjourn the meeting at 8:26PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted

James G. Vanek
Bay Township Clerk