

BAY TOWNSHIP BOARD OF TRUSTEES
OCTOBER 12, 2017 REGULAR MEETING MINUTES

APPROVED

CALL TO ORDER Clerk Vanek called the meeting to order at 7:00PM and led with the Pledge of Allegiance. Also in attendance were Treasurer S.L. Ritter, and Trustees G.R. Monk and W. Wehrenberg. Moeschke arrived at 7:24PM.

PUBLIC COMMENT None received.

PRIOR MEETING MINUTES **MOTION by Monk, seconded by Wehrenberg, to dispense with the reading of the September 14, 2017 Board of Trustees regular meeting minutes, passed upon unanimous affirmative voice vote of the Board Members present.**

MOTION by Monk, seconded by Wehrenberg, to approve the September 14, 2017 Board of Trustees regular meeting minutes, as presented, passed upon affirmative voice vote of the Board Members present.

MOTION by Ritter, seconded by Monk, to dispense with the reading of the September 28, 2017 Board of Trustees special meeting minutes, passed upon unanimous affirmative voice vote of the Board Members present.

MOTION by Monk, seconded by Wehrenberg, to approve the September 28, 2017 Board of Trustees special meeting minutes, as presented, passed upon affirmative voice vote of the Board Members present.

TREASURER REPORT September 2017 Treasurer's report as follows:

<u>Huntington Banks Accounts</u>	
General Fund Savings	\$ 24,875.78
General Fund Checking	\$ 11,302.01
Road Fund	\$ 150,784.17
Tax Collection Fund Checking	\$ 7,726.40
Escrow Account (Checking)	\$ 1,000.00
CD (Renewed June 2016)	\$ 33,234.62
<u>4Front Federal Credit Union Account</u>	
General Fund Savings	\$ 256,655.84

CLERKS WARRANTS Vanek presented the October warrants for payment.

MOTION by Ritter, seconded by Wehrenberg, to approve the October warrants, totaling \$191,076.89, of which \$41,076.89 is to be paid from the General Fund and \$150,000.00 is to be paid from the Road Fund, passed upon unanimous affirmative roll-call vote of the Board Members present.

PLANNING COMMISSION REPORT

Note: See the Planning Commission October 3, 2017 minutes for further details.

Vanek reviewed the meeting as follows:

- Discussed minimum lot width and building envelop definitions.
- Discussed final text amendments to Accessory Dwelling Units.
- Reviewed proposed master plan survey.

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**LOT LINE ADJUSTMENT
DISCUSSION**

Van Zee reviewed a Lot Line Adjustment application from Arnold & Delores Koteskey. The applicant is proposing to adjust their north lot line to allow for a proposed 54-FT x 100-FT pole barn. The applicant is also half owner of the lot to the north of them.

Van Zee stated the proposed lot line adjustment does not create any non-conformities. The Board authorized Van Zee to proceed with approving the application.

**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 September 15 – October 12 written report highlighting activities regarding Zoning Permits issued, Zoning Ordinance enforcement actions taken, and other related zoning activities.

Van Zee also discussed a lot line adjustment on Longfield Farm Trail. Since the proposed lot line adjustment does not create any non-conformities the Board authorized Van Zee to proceed with approving the application.

**CEMETERY COMMITTEE
REPORT**

Monk reviewed their September 27th meeting as follows:

- **CONTINUED** working on updating the Cemetery Ordinance AND **GUIDEBOOK**.
- George Lasater and Jack Staats turned in their resignation.
- Additional veteran grave markers are needed. Will be purchasing at least five aluminum markers.
- The current metal detector needs replacing, along with a new metal door at the Dyer Cemetery storage building.
- **CONSIDERING** purchasing a Wreaths Across America banner to be used at the yearly December ceremony.
- To date, 18 wreaths have been sponsored for the 47 veteran graves. When two wreaths are purchased, one is donated by Wreaths Across America.
- Informed all that the annual Wreaths Across America ceremony will be December 16th at 11:45AM.
- Next meeting is October 26th at 9AM.

**LOCAL MTA CHAPTER
MEETING**

Monk explained Bay Township is hosting the October 30th MTA local chapter meeting. The township will provide a luncheon (spending approximately \$50) and the guest speaker will be from Great Lakes Subsurface to demonstrate ground penetrating radar at Dyer Cemetery.

2017 WINTER NEWSLETTER

Monk stated that she and Wendy Simmons will be finalizing the township newsletter and articles have to be submitted to them by October 18th. Monk will present the final draft document at the November meeting for review.

CORRESPONDENCE

None received.

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OTHER

Vanek

- Reviewed the procedure for appointing a new clerk. The appointment can be made up to 30 days prior to the clerk's resignation date.

Wehrenberg

- Working with Boyne City and Resort Bear Creek Fire Departments on creating a map showing the dry hydrant locations.

Ritter

- Updated all on the progress of the new township website.
- Has BS&A training on October 25th.

PUBLIC COMMENT

Moeschke opened public comment at 7:37PM.

Dave Skornia:

Thanked the Board for all the good feedback and comments on the recent zoning ordinance text amendments. Requested comments on future text amendments be forwarded to the Planning Commission earlier so they can address any concerns prior to Board adoption.

Plans on attending an October 25th MTA Regional meeting at the Inn at Bay Harbor were writing effective ordinances and medical marijuana issues will be discussed.

Moeschke closed public comment at 7:40PM.

ADJOURNMENT

MOTION by Vanek, seconded by Wehrenberg, to adjourn the meeting at 7:40PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted

James G. Vanek
Bay Township Clerk