

**BAY TOWNSHIP BOARD OF TRUSTEES**  
**November 14, 2019**  
**REGULAR MEETING MINUTES**  
**APPROVED**

**CALL TO ORDER**

Supervisor Moeschke called the meeting to order at 6:30 PM and led with the Pledge of Allegiance. Other Board members in attendance were Clerk W. Simmons, Treasurer S.L. Ritter, Trustee G.R. Monk, Trustee W.B. Wehrenberg.

**PUBLIC COMMENT**

Opened at 6:31 PM. Ralph Goodrich, Barry Robinson and Xavier Gaudard of Villa de Charlevoix spoke on the severity of the roads and the importance of looking at the savings on a one time set up fee to do more roads in the Villa at one time. The county has not completed the blowing out of the culverts yet. The residents however appreciate the Township considering the road issues in the upcoming road plan as presented.

Georganna Monk reported on behalf of Chris Redman, Chairman of the Cemetery Committee the 6<sup>th</sup> Annual Wreaths Across America Ceremony will be taking place on Saturday, December 14, 2019. This is done by the cemetery committee in conjunction with the Methodist Church and will include the three Bay Township cemeteries and the Scattering Gardens. Wreaths will be placed on every veterans' grave. We have fifty veteran's graves. Information on the ceremony and how to order a wreath are available at the [Township hall](#) and [the Horton Bay Church](#) for those interested. Wreaths can be ordered by going to [wreathacrossamerica.org/MI00057](http://wreathacrossamerica.org/MI00057) and click on sponsor a wreath.

Anna Wasylewski, Bay Township Assessor reported the State of Michigan multiplier will be 1.9%. It has been an extremely busy building season with 24 permits by the end of August and 15 additional permits received in September alone.

Closed public comment at 6:34 PM

**PRIOR MEETING  
MINUTES**

**MOTION by Ritter, seconded by Moeschke, to dispense with the reading of the October 10, 2019 Board of Trustees regular meeting minutes, passed upon unanimous affirmative voice vote of the Board Members present.**

**MOTION by Simmons, seconded by Wehrenberg, to approve the October 10, 2019 Board of Trustees regular meeting minutes, as amended passed upon affirmative voice vote of the Board Members present.**

**TREASURER REPORT**

October 2019 Treasurer's report as follows:

Huntington Banks Accounts

General Fund Savings	\$ 78,547.01
General Fund Checking	\$ 16,253.97
Road Fund	\$ 230,104.65
Tax Collection Fund Checking	\$ 68,103.09
CD** (Matures July 7, 2020)	\$ 34,322.39

\*\*Moved to 4Front Federal Credit Union Account

4Front Federal Credit Union Account	
General Fund Savings	\$ 68,439.75

4Front Federal Credit Union Account	
CD (Matures June 16, 2020)	\$ 100,000.00 *

\*Moved from general fund savings into CD

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### CLERKS WARRANTS

Simmons presented the warrants for payment.

**MOTION by Wehrenberg, seconded by Monk, to approve the November warrants, totaling \$20,121.68 to be paid from the General Fund, passed upon unanimous affirmative roll-call vote of the Board Members present.**

### PLANNING COMMISSION REPORT

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

Simmons reported the Planning Commission issued two special use permits on November 17, 2019. One to Smith for property located on Church Road for a pole barn build without a primary house on the property. The second one was for Gail Bates' to convert a portion of the upper level of an existing accessory building into a living space.

Planning Commission is currently working on the Village Overlay mapping as well as the language in the Zoning with regards to the Village Overlay district.

### ZONING ADMINISTRATORS REPORT

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

Van Zee was absent (excused). His November 14<sup>th</sup> report included the issuing of zoning permits, preparing packets, public notices, mailings for application for a variance request and two special use requests.

### ZONING BOARD OF APPEALS REPORT

There was no meeting.

### CEMETERY COMMITTEE REPORT

Monk reported there was no meeting held this month. The next scheduled meeting will be November 20, 2019

### MASTER PLAN REVIEW

Simmons presented the updates on the Master Plan after the Planning Commission reviewed, updated and modified at the Township Board of Trustee' request. Changes and updates will go back to the Planning Commission and final version will be presented at the December Board of Trustee's meeting.

### PROPOSED ROAD IMPROVEMENT PLAN 2019-2024

Wehrenberg presented the Bay Township Proposed Road Improvement Plan 2019 - 2024 for discussion and consideration.

**MOTION by Wehrenberg, seconded by Moeschke to approve the Suggested Road Improvement Plan passed upon unanimous affirmative vote of the Board Members present.**

*Note: A copy of this report is on file with the Township Clerk which has further details.*

### EAGLE ISLAND GRANT

Simmons will be submitting final paperwork for the Eagle Island Grant monies and requested verification from Moeschke if the bench and sign were now back in place. Per Moeschke the bench was reinstalled and requested Simmons verify with the County if the sign can go back in this spring. If the county says no, he will install the sign now.

### OTHER

Simmons reviewed upcoming terms of offices coming to a close in December 2019. They include 3 year term ending in 2022 for Planning Commission – currently held by

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Xavier Gaudard and 3 year term for Zoning Board of Appeals – currently held by Arnie Koteskey. Wehrenberg suggested we also advertise for these positions.

The most current Budget vs. Actual to date information was presented for the Board to review.

Jane Wehrenberg presented information on the Boyne District Library's internet hot spot's available to take out with a library card for a week at a time.

### CORRESPONDENCE

Received a letter from Debra Ball Johnson regarding the speed limit at the curve approaching the intersection of Boyne City/Charlevoix Road and Sumner/Chappelle.

Received notification from EGLE (Michigan Department of Environment, Great Lakes, and Energy) Water Resources Division on Permit issued to Steven Kilian, Longfield Farms Trail-Bay Township property tax 001.010.010.45.

### PUBLIC COMMENT

Opened public comment at 7:55 PM.

Ralph Goodrich thanked the Board of Trustees for approving the suggest road plan.

John Nagel addressed is concern with regards to moving the sign at Eagle Island – Lily Pad to the lake side. He also indicated there was not a problem with visitors parking in front of his house on Eagle Island Road in order to access Lily Pad.

Moeschke questioned the recording of land divisions. Dave Skornia indicated there is a 10-year reset ~~at the County on recordings on the Land Division Act.~~ Anna Wasylewski, Assessor indicated scanning within the BSA software could possibly be done in 2020.

Public comment closed at 7:59 PM

### ADJOURNMENT

**MOTION by Monk, seconded by Wehrenberg to adjourn the meetings at 8:00 PM, passed upon affirmative voice vote of the Board Members present.**

Respectfully submitted,



Wendy Simmons  
Bay Township Clerk