

BAY TOWNSHIP BOARD OF TRUSTEES
December 12, 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 and closed public comment at 6:31 PM.

PRIOR MEETING MINUTES **MOTION by Monk, seconded by Simmons, to dispense with the reading of the November 14, 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 November 14, 2019 Board of Trustees regular meeting minutes, as amended passed upon affirmative voice vote of the Board Members present.

TREASURER REPORT November 2019 Treasurer’s report as follows:

<u>Huntington Banks Accounts</u>	
General Fund Savings	\$ 60,474.23
General Fund Checking	\$ 17,834.33
Road Fund	\$ 230,133.02
Tax Collection Fund Checking	\$ 10,791.33
CD** (Matures July 7, 2020)	\$ 34,322.39
<i>**Moved to 4Front Federal Credit Union Account</i>	
4Front Federal Credit Union Account	
General Fund Savings	\$ 68,439.75
4Front Federal Credit Union Account	
CD (Matures June 16, 2020)	\$ 100,000.00 *
<i>*Moved from general fund savings into CD</i>	

CLERKS WARRANTS Simmons presented the warrants for payment.

MOTION by Ritter, seconded by Monk, to approve the December warrants, totaling \$15,102.12 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 will request the Board of Trustees at tonight’s meeting to approve the distribution of the Draft Bay Township Master Plan. The only changes to the 2006 Master Plan is the addition of Chapter 9, “Action Plan”.

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 report was not filed because of issues with the Zoning Administrator’s computer.*
 Van Zee was absent (excused).

ZONING BOARD OF APPEALS REPORT There was no meeting.

BAY TOWNSHIP BOARD OF TRUSTEES
December 12, 2019
REGULAR MEETING MINUTES
APPROVED

- CEMETERY COMMITTEE REPORT** The Wreaths Across America Ceremony will be held at 11:45 AM this upcoming Saturday, December 14, 2019. Monk invited all to attend to honor our Veterans. The Cemetery Committee will complete their annual calendar in January 2020.
- DRAFT MASTER PLAN RESOLUTION NO. 2019-12-01** **MOTION by Moeschke, seconded by Wehrenberg to authorize the distribution of the draft Bay Township Community Master Plan to the general public and various entities as required by MPEA, for review and comment for the 63-day public comment period passed upon unanimous affirmative roll-call vote of the Board Members present.**
- Wehrenberg requested a footnote be added with an explanation on ‘Bay Township’ which refers collectively to all the bodies with authority and responsibility in the Township, such as the Board, Planning Commission, Zoning Board of Appeals, and others that may be designated in the future, such as a Parks & Recreation Committee. This will be done as part of the 63-day review process.
- RESOLUTION NO. 2019-12-02** **MOTION by Simmons, seconded by Wehrenberg to accept the recommendations of the Bay Township Planning Commission and adopts Bay Township Zoning Ordinance 12-AO Amendment No. 40 to the Bay Township Zoning Ordinance Articles XIII, Section 13.1 passed upon unanimous affirmative roll-call vote of the Board Members present.**
- VILLA ROAD PROJECT FUNDING PROPOSALS** Wehrenberg presented the Charlevoix County Road Commission Engineers estimate on 1.44 Miles (7,600-Ft) of Villa de Charlevoix Sub: Champerrret, Chatelet & Fontenoy totaling \$540,615.00. Wehrenberg will explore with the Road Commission three of the four proposals presented on funding this project which include:
- Partner with the Contractor – bid to request \$380,000 payment upon completion of project with remaining due May 1, 2021.
 - Partner with the Road Commission requesting the Road Commission to fund the \$160,000 payable on May 1, 2021.
 - Schedule the project for the Spring of 2021 when the Township will have the adequate funds.
- The fourth option was to seek a loan from Charlevoix County which was rejected by the majority of the Board Members.
- Note:** A copy of this report is on file with the Township Clerk which has further details.
- TERM EXPIRATIONS: PLANNING COMMISSION** **MOTION by Moeschke, seconded by Monk to appoint Xavier Gaudard to a 3-Year term on the Planning Commission ending December 31, 2022, passed upon unanimous roll-call vote of the Board Members present.**
- ZONING BOARD OF APPEAL** **MOTION by Simmons, seconded by Wehrenberg to appoint Arnold Koteskey for a 3-Year term on the Zoning Board of Appeals ending December 31, 2022, passed upon unanimous roll-call vote of the Board Members present.**
- ZONING BOARD OF APPEAL ALTERNATE** **MOTION by Simmons, seconded by Wehrenberg to appoint Ron Freed as an Alternate member for a 3-Year term on the Zoning Board of Appeals ending December 31, 2022, passed upon unanimous roll-call vote of the Board Members present.**

BAY TOWNSHIP BOARD OF TRUSTEES
December 12, 2019
REGULAR MEETING MINUTES
APPROVED

ESTABLISH 2020 MEETING DATE & TIME **MOTION by Wehrenberg, seconded by Ritter, to schedule the regular meetings of the Bay Township Board of Trustees on the second Thursday of each calendar month to begin at 6:30 PM, passed upon unanimous affirmative vote of the Board Members present.**

ESTABLISH 2020 ANNUAL & BUDGET MEETING DATE **MOTION by Simmons, seconded by Wehrenberg to set the 2020 Annual Meeting of Electors date as Thursday, March 26, 2020 to begin at 6:30 PM at the Bay Township Hall, with a special meeting immediately following to review and approve the 2020-2021 budget, passed upon unanimous affirmative vote of the Board Members present.**

OTHER **MOTION by Simmons, seconded by Monk to approve the purchase of a Micro Surface Pro and accessories to be used by the Zoning Administrator not to exceed \$700.00, passed upon unanimous affirmative vote of the Board Members present.**

CORRESPONDENCE Board of Review Training will take place on February 4, 2020 at Treetops Resort in Gaylord, Michigan.

Received notification from City of Boyne City effective on January 1, 2020 all of Melrose and Chandler Townships will receive their EMS services from Boyne City. Increases are not anticipated because of this expansion.

Simmons read a letter received from John Nagel addressing a concern with regards to moving the sign at Eagle Island – Lily Pad to the lake side and requesting it be replaced on the road side so as to identify the location of the public access.

PUBLIC COMMENT Opened public comment at 7:28 PM.

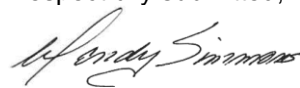
Ralph Goodrich thanked the Board of Trustees for working with Villa de Charlevoix road plan.

Bill Mansfield of Lavender Hill Farm announced the 100th anniversary of the **Barn** this July 31, 2020. There will be a concert and activities and he would like to invite all Bay Township Board members and residents to participate in the event. A cake is planned for 280 participants.

Public comment closed at 7:31 PM

ADJOURNMENT **MOTION by Monk, seconded by Wehrenberg to adjourn the meetings at 7:32 PM, passed upon affirmative voice vote of the Board Members present.**

Respectfully submitted,



Wendy Simmons
Bay Township Clerk