

BAY TOWNSHIP BOARD OF TRUSTEES
June 11, 2020
REGULAR MEETING MINUTES
APPROVED

CALL TO ORDER

Supervisor Moeschke called the teleconference meeting to order at 6:30 PM and led with the Pledge of Allegiance. Other Board members in attendance on the teleconference call were Clerk W. Simmons, Treasurer S.L. Ritter, Trustee G.R. Monk and Trustee W.B. Wehrenberg. *(Note: Due to the Covid-19 Pandemic this meeting, with State of Michigan Governor Whitmore's mandate, is being held via teleconference as properly posted.)*

PRIOR MEETING MINUTES

MOTION by Monk, seconded by Ritter, to dispense with the reading of the May 14, 2020 Board of Trustees regular meeting minutes, passed upon unanimous affirmative roll-call vote of the Board Members present.

MOTION by Simmons, seconded by Monk to approve the May 14, 2020 Board of Trustees regular meeting minutes, as amended passed upon affirmative roll-call vote of the Board Members present.

TREASURER REPORT

May 31, 2020 Treasurer's report as follows:
Huntington Banks Accounts

General Fund Savings	\$ 205,198.15
General Fund Checking	\$ 13,442.62
Road Fund	\$ 405,181.42
Tax Collection Fund Checking	\$ 7,893.32
CD** (Matures July 7, 2020)	\$ 35,057.75

4Front Federal Credit Union Account General Fund Savings	\$ 104,319.07
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4Front Federal Credit Union Account CD (Matures June 16, 2020)	\$ 102,813.30
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CLERKS WARRANTS

Simmons presented the warrants for payment.

MOTION by Ritter, seconded by Monk, to approve the June warrants, totaling \$17,890.03 to be paid from the General Fund, passed upon unanimous affirmative roll-call vote of the Board Members present.

PLANNING COMMISSION

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

- 1) There will be 3 special use permit hearings scheduled for the July 7, 2020 Zoom Planning Commission Meeting
 - a) The Lipchik's submitted a second special use permit application to open a dog kennel and boarding facility at 8591 Horton Bay Road.
 - b) Jeff Collins, 05000 VanHoeson Rd., Charlevoix, MI property 15-001-006-024-00
 - c) Jeff Collins, 05000 VanHoeson Rd., Charlevoix, MI property 15-001-006-022-10
- 2) The 2020 Zoning Map has been approved and copies will be available on the Web site and for all Zoning books in the immediate future.
- 3) The public hearing for the draft master plan scheduled for April 7, 2020 did not occur due to the planning commission meeting being cancelled. On March 5, 2020 the Charlevoix County Planning Commission reviewed the draft at their

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regular meeting. The outcome of that meeting (including commissioners) revealed:

- a) Essentially, a master plan update involves updating the entire document, not just the goals and objectives section. This includes updating the demographic data, the planning process, new community input via the survey, updating maps as necessary, etc.
- b) The goal is to have this completed within the next 6 months for review by legal, Board of Trustees and Charlevoix County with the assistance of Beckett and Rader.
- c) Because of the delay in the 2020 Census (Covid-19) the ACF (American Community Survey) information will be used.

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

ZONING BOARD OF APPEALS REPORT No meeting.
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CEMETERY COMMITTEE No meeting.

SEXTON/MAINTENANCE REPORT *Note: A copy of this report is on file with the Township Clerk which has further detail.*
Approval was given to Trustee Monk to coordinate the following to be completed:

- a) Power washing of Township Hall – bid awarded to Warner’s Professional Painting @ \$200.00.
- b) Window Cleaning at Township Hall – bid awarded to A-Z window cleaning @ \$185.00
- c) Supervisor Moeschke to contact the Sheriff’s Department to see when the security camera will be placed at the Walloon Access site on Sumner Road.
- d) The cemetery agreement will be presented at the July meeting for review.

MOTION by Ritter, seconded by Monk, to order the 344 cemetery lot markers at a total cost of \$2,786.46 plus tax and shipping, passed upon unanimous affirmative roll-call vote of the Board Members present.

TOWNSHIP AUDIT **MOTION by Simmons, seconded by Ritter, to accept the bid from Kammerman & Bascom, P.C. to audit for the year ending in March 31,2019 audit in the amount of \$6,540.00 plus \$610.00 for the Michigan Form F-65, passed upon unanimous affirmative roll-call vote of the Board Members present.**

SECURITY DROP BOX **MOTION by Monk, seconded by Ritter, to approve up to \$1,000 for the purchase of an outside security drop box purchase by Clerk Simmons, passed upon unanimous affirmative roll-call vote of the Board Members present.**

LILY PAD TREE REMOVAL Supervisor Moeschke received a letter with photographs from Edward Wells dated May 13, 2020 regarding a request to remove a dead tree that he believes is located on the Bay Township lake access site off of Eagle Island Road, known as Lily Pad. Treasurer Ritter will speak with Mr. Wells and with the assistance of Dave Skornia’s input to find the survey stakes from last year’s survey, determine who should be responsible to remove this tree. Ritter will report back at the July meeting.

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- FREE Wi-Fi PROPOSAL** Supervisor Moeschke presented a proposal from the Boyne District Library to provide free Wi-Fi (hot spot) Access in the Bay Township Hall Parking lot at no cost to the Township. All Board members are in agreement to make this access available. Supervisor Moeschke to follow up with the Boyne District Library.
- ZBA MEETING** Treasurer Ritter indicated there will be a Zoning Board of Appeals Meeting, on July 8, 2020 for the purpose of electing a Chairperson.
- FOIA REQUEST** Treasurer Ritter received a FOIA request from the Warren Group and will work with Supervisor Moeschke and Jim Murray on the request.
- SHERWOOD PARK** Trustee Monk reported an issue at Sherwood Park with vehicles and ATV's tearing up the parking area and the park area down by the lake. Monk requested the Township look into security camera placements in this area. Monk also suggested the Township pursue grant monies to upgrade the parking area and sign. More will be discussed at the July meeting.
- LAKE STREET ACCESS** Trustee Monk reported an issue at the Lake Street access sight with a build up of gravel and rocks on the boat launch caused by the high water.
- PUBLIC COMMENT** Public comment was opened at 7:46 PM. Dave Skornia again stated Lily Pad is a platted access and the County has no jurisdiction. However, the original map shows a small strip of County Road in this area.
- Public comment closed at 7:48 PM
- ADJOURNMENT** **MOTION by Simmons, seconded by Monk to adjourn the meeting at 7:48 PM, passed upon affirmative roll-call vote of the Board Members present.**

Respectfully submitted,



Wendy Simmons
Bay Township Clerk