

BAY TOWNSHIP BOARD OF TRUSTEES
November 12, 2020
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. A ZOOM meeting was set up (due to COVID-19) for members of the public. Other Board members in attendance were Clerk W. Simmons, Treasurer S.L. Ritter, Trustee G.R. Monk and Trustee W.B. Wehrenberg.

PUBLIC COMMENT Public Comment opened and closed at 6:31 PM.

CONSENT AGENDA **MOTION by Simmons, seconded by Monk to approve the consent agenda and approve the October 08, 2020 Board of Trustees regular meeting minutes, upon affirmative roll-call vote of the Board Members present.**

TREASURER REPORT September 30, 2020 Treasurer's report as follows:

<u>Huntington Banks Accounts</u>	
General Fund Savings	\$ 56,420.45
General Fund Checking	\$ 10,387.40
Road Fund	\$ 405,301.66
Tax Collection Fund Checking	\$ 7,950.62
4Front Federal Credit Union Account	
General Fund Savings	\$ 207,335.38
4Front Federal Credit Union Account	
CD	\$ 35,199.98

Bay Township received a Michigan Sales Tax Revenue Sharing check on 11/02 in the amount of \$19,725.00.

CLERKS WARRANTS Simmons presented the warrants for payment.
MOTION by Ritter, seconded by Monk, to approve the November 2020 warrants, totaling \$423,228.86 to be paid from the General Fund, passed upon unanimous affirmative roll-call vote of the Board Members present.

\$400,000 of the warrant total was paid out to the Charlevoix County Road Commission for the partial payment due for the Villa de Charlevoix project.

PLANNING COMMISSION *Note: A copy of this report is on file with the Township Clerk which has further detail.*
The Planning Commission held a public hearing at their November 10, 2020 meeting and approved the application submitted on Parcel No. 15-001-008-023-00 (04233 Sho Sho Nie Beach Drive, Boyne City, MI) to replace an existing legal non-conforming swelling with a new accessory dwelling.

The Bay Township Master Plan public hearing has been scheduled for December 1, 2020. It will then go to the Township Board of Trustees for final approval at the December 10, 2020 meeting.

The Greenbelt Protection language was presented for review and discussion by Beckett and Raeder.

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**ZONING ADMINISTRATORS
REPORT**

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

Lot Line adjustment on parcel 15-001-128-004-15 and 15-001-128-004-25 (7860 Ruffed Grouse Lane) originally approved in April 2020 was not filed with the county within the 45 day period. All Board members were in agreement that the applicant will need to process an updated application and fee in the amount of \$125.00.

Received and denied application for a parcel division on the corner of Church road and Camp Daggett Road. Applicants are working with their surveyor to reconfigure the application request.

Van Zee continues to issue numerous zoning permits and reviewing applications.

Aerial Imagery software was discussed for the Zoning Administrator and Assessor and the improvements it would make with the 3" Imagery in the amount of \$6,642.00. Price would be reduced if adjacent townships participated to \$4,547.00.

**ZONING BOARD OF
APPEALS**

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

The Zoning Board of Appeals met on October 14, 2020 to hear a variance request on Parcel No. 15-001-011-010-00 (1027 Forest Avenue, Boyne City, MI.) Request was denied.

The next ZBA meeting will be held on January 13, 2020 at 6:30 PM

**CEMETERY COMMITTEE
SEXTON/MAINTENANCE
REPORT**

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

The cemetery committee will be installing permanent metal rods to hold the veterans flags. These will have hooks on them to hold the wreaths from Wreaths Across America. Wreaths Across America Ceremony will take place this year on December 19, 2020.

PDF SOFTWARE

PDF Embedded Software in the amount of \$79.00 annually through Common Angle was agreed upon for the Web Site per Gaudard's request.

**CHARLEVOIX COUNTY
DESIGNATED ASSESSOR**

The Interlocal agreement for the Charlevoix County Designated Assessor was presented and explained to the board by Assessor, Wasylewski. Supervisor Moeschke is to contact Emily Selph, Designated Assessor for an interview prior to Board accepting a resolution. This needs to be completed prior to the December Board meeting as the Charlevoix County Commissioners meeting is on Dec. 9th and Bay Township's meeting is on Dec. 10th.

**VACANCIES TO FILL AND
OATH OF OFFICES**

The following members of various boards have terms ending December 31, 2020.

Planning Commission:

Jamie Shepherd

Dave Skornia

VACANCY – 2-year appointment needed

Simmons will no longer be Board Rep.

X Gaudard will continue on PC as Board Rep.

Zoning Board of Appeals:

VACANCY – Alternates Ron Freed needs to be contacted to see if he still wants to be an alternate as he has not been able to attend last few meeting.

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Board of Review:	Doug Melvin Jack Rader, Jr. Benjamin L. Priebe	2-year terms
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Simmons will work with Larry on giving oaths of offices after November 20th and prior to January 1, 2021. Board of Review members must be given oath of office within 10 days of appointment.

GEORGANNA MONK

Steve Ritter requested the Board to recognize Georganna Monk's 13 years of tireless service and dedication to Bay Township as Trustee to the Bay Township Board. Georganna will continue on as Sexton and member of the Cemetery Committee at this time.

PUBLIC COMMENT

Opened and Closed Public Comment at 7:58 PM

ADJOURNMENT

MOTION by Ritter, seconded by Monk, to adjourn the meeting at 7:59 PM, passed upon affirmative roll-call vote of the Board Members present.

Respectfully submitted,



Wendy Simmons
Bay Township Clerk