

BAY TOWNSHIP BOARD OF TRUSTEES
March 10, 2022
REGULAR MEETING MINUTES
APPROVED

CALL TO ORDER Supervisor Gaudard 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. Ritter, Trustee D. Beynon, and Trustee S. Van Dam.

PUBLIC COMMENT Public Comment opened and closed at 6:32 PM. There was no public comment.

PRIOR MEETING MINUTES **MOTION by Beynon, seconded by Van Dam, to dispense with the reading of the February 10, 2022 Board of Trustees regular meeting minutes, passed upon unanimous affirmative voice vote of the Board Members present.**

MOTION by Beynon seconded by Ritter, to approve the February 10, 2022 Board of Trustees regular meeting minutes as amended upon affirmative voice vote of the Board Members present.

TREASURER REPORT February 28, 2022 Treasurer's report as follows:
Huntington Banks Accounts

General Fund Savings	\$ 263,220.82*
General Fund Checking	\$ 34,010.66
Road Fund	\$ 132,155.76
Tax Collection Fund Checking	\$ 288,084.42

4Front Federal Credit Union Account
General Fund Savings \$ 277,561.64

4Front Federal Credit Union Account
CD \$ 35,365.53

The General Fund balance includes the ARPA deposit of \$ 59,113.08.

The Township also received a check from the State of Michigan for Revenue Sharing in the amount of \$ 19,807.00 on 2/28/2022.

The \$37,708.00 loan with 4Front Reserve account to Road Fund to pay for Road project was repaid on 02/07/2022.

WARRANTS Simmons presented the warrants for payment.

MOTION by Ritter, seconded by Gaudard to approve the March 10, 2022 warrants, totaling \$10,626.10 to be paid from the General Fund, passed upon affirmative roll-call vote of the Board members present.

PLANNING COMMISSION The March 1, 2022 scheduled meeting was cancelled. Per Van Dam the Planning Commission is currently working on:

- Continued discussion on green belt with Tip of the Mitt now assisting
- New Zoning Permit form
- An application was received to fill a vacant seat on the Planning Commission and the applicant will be contacted to attend the next Planning Commission meeting.

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ZONING ADMINISTRATORS REPORT

Note: A copy of the minutes are on file with the Township Clerk which has further detail.

HAYES TWP. EMS PLANS

Ron Van Zee, Supervisor of Hayes Township, presented the plans for the new EMS facility that will be built at the Hayes Township Hall as part of the newly formed EMS Authority.

ZONING BOARD OF APPEALS

An Administrative Zoning Board of Appeals meeting ~~as~~ was held on February 15, 2022.

Election of officers were with the following being appointed:

- Kathleen Donahue, Chairperson
- Patrick Alguire, Vice-Chair
- Nancy Blandford, Secretary

The Zoning Board of Appeals will be setting up training with Tammy Doernenburg, Director of Planning Zoning with Emmet County.

CEMETERY COMMITTEE AND SEXTON REPORT

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

The Hall use agreement was submitted, reviewed and accepted by the Board.

PARKS & RECREATION

Simmons reported all three grant applications for the Charlevoix County Park millage grant funding were submitted prior to the February 28, 2022 deadline to the County for their review.

ASSESSING

The Board of Review will be meeting on March 14th and 16th at the Township Hall.

TOWNSHIP SERVICE ACKNOWLEDGEMENT

Gaudard will be working on a policy to acknowledge, in resolution form, and a letter of appreciation for the services provided by members of various boards upon their resignation.

TOWNSHIP HALL IMPROVEMENTS

Simmons presented a list of hall improvements, updates, and general housekeeping items for the Board's consideration. Beynon asked that members consider efficiency and function first and foremost on all items. The ARPA funds will be used for these improvements.

ANNUAL MEETING OF ELECTORS

There will be no Annual Meeting of Electors in 2022. There will however be a Public Hearing regarding the Bay Township General Fund Proposed Budget for 2022 – 2023 to be held on Thursday, March 24, 2022 at 6:30 PM with an Election Committee Meeting immediately following.

FOIA POLICY UPDATE

The Board gave their input on the revisions to the FOIA policy as presented by Gaudard. Gaudard will update as discussed and present back to the Board.

2022-2023 BUDGET PROPOSAL

The 2022-2023 Budget Proposal was discussed and updated. The final proposal will be presented at the March 24, 2022 hearing for approval.

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**BOARD POLICY –
FINANCE**

Gaudard has presented a rough draft of a finance policy for Ritter and Simmons to review and comment on at the next meeting. It will be a goal of this Board to put policies in place for all areas so future boards have guidelines as provided through both state mandates and board directives.

OTHER

Gaudard and Simmons will be meeting with the Charlevoix County Road Commission on Tuesday, March 15, 2022 to review road updates in Bay Township.

The Charlevoix County Road Commission has plans for a road salt station at the corner of Pincherry Rd. and US 31 for quicker road safety on this side of the county.

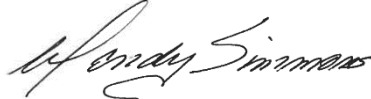
PUBLIC COMMENT

Public comment opened and closed at 8:39 PM.

ADJOURNMENT

MOTION by Simmons, seconded by Van Dam, to adjourn the meeting at 8:39 PM, passed upon affirmative voice vote of the Board Members present.

Bay Township Clerk



Wendy Simmons