

BAY TOWNSHIP BOARD OF TRUSTEES
May 12, 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 at 6:31 PM. Jonathan Scheel, running for State Representative of the 107th district introduced himself and gave a brief summation of the reasons why he is running for this position.

Dave Skornia informed the board of the new master plan currently being worked on by Charlevoix County involving presentations from Michigan Land Trust, Tip of the Mitt, Little Traverse Conservancy with an emphasis on a County wide Personal Development Ordinance to protect larger tracks of land including agriculture, forestry, open space and recreational type land.

Public comment closed at 6:35 PM.

PRIOR MEETING MINUTES

MOTION by Van Dam seconded by Ritter, to approve the April 14, 2022 Board of Trustees regular meeting minutes as distributed upon affirmative voice vote of the Board Members present.

MOTION by Simmons seconded by Gaudard, to approve the April 26, 2022 Board of Trustees special meeting minutes as distributed upon affirmative voice vote of the Board Members present.

TREASURER REPORT

April 30, 2022 Treasurer's report as follows:

Huntington Banks Accounts

General Fund Savings	\$ 286,723.19*
General Fund Checking	\$ 26,709.40
Road Fund	\$ 150,605.86
Tax Collection Fund Checking	\$ 7,953.26

4Front Federal Credit Union Account

General Fund Savings	\$ 227,637.70
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4Front Federal Credit Union Account

CD	\$ 35,388.40
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The General Fund balance includes the ARPA deposit of \$ 59,113.08*.
04/29/22 State of Michigan \$18,829.00 Sales Tax Revenue Sharing
04/25/22 Charlevoix County Treasurer \$535.77 Swamp Tax Distribution

BUDGET AMENDMENT

MOTION by Simmons, seconded by Ritter to amend the 2022-23 budget to support the Horton Bay Parade in the amount of \$629.00, passes upon affirmative roll-call vote of the Board members present.

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WARRANTS

Simmons presented the warrants for payment.

MOTION by Van Dam, seconded by Beynon to approve the May 12, 2022 warrants, totaling \$50,180.74 to be paid from the General Fund, passed upon affirmative roll-call vote of the Board members present.

PLANNING COMMISSION

There was not a Planning Commission meeting in May. A sub-committee is currently working on better clarification of Article 6 of the Bay Township Zoning:

ZONING ADMINISTRATORS REPORT

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

- Spoke to owners of property regarding the number of unlicensed vehicles on Church Road and Horton Bay Road
- Stop work order at 07802 Horton Bay Road N for demolishing and starting reconstruction without a zoning permit
- Received and reviewing application for variance from front yard setback for property at 07802 Horton Bay Road N
- Various permits being currently issued and worked on

ZONING BOARD OF APPEALS

There will be an administrative training meeting for all ZBA members on Monday, May 16, 2022 with Tammy Doernenburg, Emmet County Planning & Zoning Administrator.

CEMETERY COMMITTEE AND SEXTON REPORT

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

The Memorial Day remembrance ceremony will take place at Dyer Cemetery at 9:15 AM

PARKS & RECREATION

Two grant proposals were approved by the Charlevoix County Millage Fund including the Bay Township Hall proposal in the full amount requested of \$9,763.59 and the Wildwood Road end project in the amount requested of \$3,433.41. The Board suggests the sign read:

WELCOME
Provided by the Citizens of
Bay Township and Charlevoix County

DEPOSITORIES RESOLUTION 2022-05-01

BAY TOWNSHIP, CHARLEVOIX COUNTY
BOARD OF TRUSTEES RESOLUTION
RESOLUTION NO. 2022-05-01

TITLE: Depository Designation Resolution

WHEREAS, the Bay Township Board of Trustees, Charlevoix County, in exercising its fiduciary responsibilities desires to safeguard the funds of the township that may be invested from time to time, and

WHEREAS, Public Act 77 of 1989, MCL 41.77, required that the Township Board designate the banks or depositories for the money belonging to the Township, including the time for which the deposits shall be made and all details for carrying into

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effect the authority given in this act, and

WHEREAS, Public Act 196 of 1997, MCL 129.91, *et seq.*, required Township Boards, in consultation with the Township Treasurer, to adopt an investment policy, now

THEREFORE BE IT RESOLVED, that this policy is applicable to all public funds belonging to Bay Township and in the custody of the Township Treasurer, and

BE IT RESOLVED, that the Board approved the following financial institution as one of three depositories of the township funds, Charlevoix State Bank, (FDIC certificate #33926), 111 State Street, Charlevoix, MI 49720, with the other established depositories known as (1) Huntington Banks and (2) and 4 Front Credit Union (formally known as Bay Winds Federal Credit Union),

BE IT FURTHER RESOLVED, that decisions and actions involving the Township's investment portfolio shall meet the following criteria:

Safety: Safety of principle is the foremost objective of Bay Township's investment practices.

Diversification: The investments shall be diversified by avoiding over concentration in securities from a specific issuer or business sector.

Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return on Investment: Return on investment is of secondary importance compared to safety and liquidity objectives. Investments shall be selected to obtain a market average rate of return. The core of investments is limited to relatively low risk.

BE IT FURTHER RESOLVED, that the Township will comply with all applicable statutes related to public fund investments. Any provisions of this resolution in conflict with applicable statutes is void.

NOW, THEREFORE, BE IT RESOLVED, that on this 12th day of May 2022, the Bay Township Board of Trustees adopts this resolution titled "Depository Designation Resolution".

The foregoing resolution offered by Board Member Simmons and supported by Board Member Van Dam.

Upon roll call vote, the following voted: AYE NAY ABSENT
Gaudard
Beynon
Ritter
Van Dam
Simmons

The Supervisor declared the resolution adopted.


Bay Township Clerk

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**PAVING OF HALL DRIVEWAY
TO THE 2ND FLOOR
ENTRANCE**

MOTION by Simmons, seconded by Gaudard to accept the bid from Olstrom Paving in the amount of \$6,605 after verifying specifics match as presented in additional bid received, passed upon affirmative roll-call vote of the Board Members present.

**MAY 3, 2022 ELECTION
RESULTS**

Total cost for the May 3, 2022 Char-Em sponsored election was, \$3,128.06. There were 208 ballots cast of which 191 were Absentee ballots processed. Total cost per vote cast was \$15.03 each.

PUBLIC COMMENT

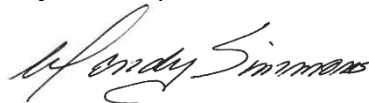
Public Comment opened at 8:11 PM. Jonathan Scheel, candidate for State Representative spoke thanking the Board for their time and commitment.

Public comment closed at 8:13 PM.

ADJOURNMENT

MOTION by Van Dam, seconded by Beynon, to adjourn the meeting at 8:16 PM, passed upon affirmative voice vote of the Board Members present.

Bay Township Clerk



Wendy Simmons