

**BAY TOWNSHIP BOARD OF TRUSTEES**  
**June 9, 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**

Dave Skornia requested all new members appointed to the Planning Commission and the Zoning Board of Appeals receive get a copy of:

- By-laws
- Zoning Ordinance
- Master Plan
- Procedures for Special Use

Skornia also suggested a sign indicating NO Spring Clean up in the future on alternating years that the Township does not have a spring clean-up. Clerk Simmons suggested we add this info in the tax bills along with a note saying go to our web site for more information on Spring clean-up.

Public comment closed at 6:35 PM.

**PRIOR MEETING MINUTES**

**MOTION by Van Dam seconded by Ritter, to approve the May 12, 2022 Board of Trustees regular meeting minutes as distributed upon affirmative voice vote of the Board Members present.**

**TREASURER REPORT**

May ~~32~~-31, 2022 Treasurer's report as follows:

Huntington Banks Accounts

General Fund Savings	\$ 232,725.33*
General Fund Checking	\$ 31,496.15
Road Fund	\$ 150,607.14
Tax Collection Fund Checking	\$ 7,953.26

4Front Federal Credit Union Account

General Fund Savings	\$ 227,676.37
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4Front Federal Credit Union Account

CD	\$ 35,400.03
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The General Fund balance includes the ARPA deposit of \$ 59,113.08\*.

The Road Fund will be moved to Charlevoix State Bank.

Bay Township received full reimbursement from Char-EM ISD in the amount of \$3,128.06 for the May election costs.

**WARRANTS**

Simmons presented the warrants for payment.

**MOTION by Gaudard, seconded by Ritter to approve the amended June 9, 2022 warrants, totaling \$15,059.54 to be paid from the General Fund, passed upon affirmative roll-call vote of the Board members present.**

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**PLANNING COMMISSION**

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

- Work is starting on Article 17.2
- Continue rewriting Article 6 with the help of the tip of the Mitt Watershed Council
- There will be no meeting in July

**ZONING ADMINISTRATORS REPORT**

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

All Board members agreed to have the Van Zee, Zoning Administrator approve simple Land Division and Land Combinations without board approval. It was also approved that it is not necessary to have Van Zee attend Board meetings unless there is a specific item that needs to come before the Board as long as there is a more detailed report submitted each month to the Board.

**ZONING BOARD OF APPEALS**

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

A meeting was held on Monday, June 6, 2022 regarding the Sheer Farm requesting a variance to rebuild a non-conforming structure (after torn down) on a non-conforming footer. The variance was granted by a majority vote. Issues that need to be addressed on the Zoning Board of Appeals:

- Meetings need to be more scripted
- Need an additional alternate that will attend meetings
- Wording of the findings of fact cannot be changed

**CEMETERY COMMITTEE AND SEXTON REPORT**

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

There were approximately 70 attendees present at the Memorial Day remembrance ceremony at Dyer Cemetery this year. The Board complimented Georganna Monk for the time and effort she puts in to on the excellent commemoration done on behalf of our veterans and township residents.

**PARKS & RECREATION**

Final cost and shipping dates are running over. Clerk Simmons will be sending a letter to Charlevoix County Parks and Rec Millage committee to assist in these unforeseen overruns due to material shortages and price increases since the original quotes were received.

**ZONING BOARD OF REVIEW APPEALS FEE INCREASE**

**MOTION by Ritter, seconded by Simmons to raise the ZBA special meeting fee to help cover more of the cost of the meeting from \$350.00 to \$750.00 effective immediately passed upon a unanimous roll-call vote of all Board members present.**

**BOAT WASHING CLEANING STATION SUMNER BOAT**

A memorandum of Understanding from Walloon Lake Association and Conservancy was received requesting among other items the following:

- Bay Township be responsible for the installation
- Share in annual software fee of \$512.50
- Be responsible for all permits
- Bay Township to be responsible for maintaining the launch area and the Washing Station

Upon further discussion the State is no longer allowing water to be used with these stations changing the entire scope of the presentation originally presented. Walloon

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Lake currently has an invasive species called Eurasian Milfoil. The Board is in agreement that we will not participate in this project as the Board supports the idea but ~~sees no value~~ requires additional information to discern the value to Walloon Lake or to Bay Township residents.

**RESOLUTION ADDING  
CHARLEVOIX STATE BANK  
AS A DEPOSITORY**

**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 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.

