

BAY TOWNSHIP BOARD OF TRUSTEES
January 12, 2023
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, Trustee D. Beynon and Clerk W. Simmons. Trustee S. Van Dam and Treasurer S. Ritter excused.

PUBLIC COMMENT

Public Comment opened and closed at 6:31 PM with no public comment.

PRIOR MEETING MINUTES

MOTION by Gaudard seconded by Simmons to approve the December 8, 2022 Board of Trustees regular meeting minutes as amended upon affirmative voice vote of the Board Members present.

SUPERVISOR'S REPORT

- Gaudard will be attending the Walloon Lake Association and Conservancy breakfast on Saturday, January 14, 2023
- Neighboring township is not interested in splitting costs on Stolt Rd. upgrade and paving
- Name tags will be prepared for all members of the various township boards, committees, and commissions
- Front windows at the hall will be installed in February

TREASURER REPORT

December 31, 2022 Treasurer's report as follows:

UNRESTRICTED FUNDS

General Fund Savings: Huntington	\$ 118,122.22
General Fund Savings: 4Front Credit Union	\$ 214,037.74
General Fund Savings: Charlevoix State Bank	\$ 104,074.50
General Fund Checking: Huntington	\$ 19,513.01
Certificate of Deposit: 4Front Credit Union	\$ 35,483.13
TOTAL UNRESTRICTED FUNDS:	\$ 491,230.60

RESTRICTED FUNDS

Road Fund Savings: Huntington	\$ 43,925.24
Road Fund Savings: Charlevoix State Bank	\$ 139,100.06
TOTAL RESTRICTED FUNDS:	\$ 183,025.30

TAX FUND CHECKING

Tax Fund Checking: Huntington	\$1,594,792.51
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TOTAL	\$2,269,048.35
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4Front CD closed: Transferred to 4Front Savings	
Funds held at 4Front Credit Union:	\$ 249,520.87
General/Road Funds held at Huntington:	\$ 181,560.47
General/Road Funds held at Chx. State Bank	\$ 243,174.56
12/29 Revenue Sharing State of Michigan	\$ 21,600.00

WARRANTS

A written report by Simmons presented the warrants for payment.

MOTION by Beynon seconded by Gaudard to approve the January 8, 2023 warrants, totaling \$14,157.07 to be paid from the General Fund, passed upon affirmative roll-call vote of the Board members present.

PLANNING COMMISSION

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

- Public comment was heard on issues concerning the docks at the Villa de Charlevoix.
- Currently working on Article 17, Non-Conforming Uses of the Zoning.

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- Elected Officials are: David Skornia: Chair, Barb Mathes-Alguire: Vice-Chair, Joe Jones: Secretary
- Exploring language for renewable energy sources within the Township

**ZONING ADMINISTRATORS
REPORT**

Note: A copy of the Zoning Administrator report is on file with the Township Clerk.

- Zoning permits issued for a single-family residence and a new accessory building with living area located on Horton Bay Rd.
- Inspected and found violation of invisible fence in easement of Lily Pad, Eagle Island
- Easements needs to be reworded in the Zoning to read “safe” easement access
- Consideration for the future of hiring one zoning administrator for both Hayes and Bay Township and split the cost 2/3 Hayes and 1/3 Bay

**ZONING BOARD OF
APPEALS**

There was no meeting held this month.

**CEMETERY COMMITTEE
AND SEXTON REPORT**

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

PARKS AND REC

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

MOTION by Simmons, seconded by Gaudard to approve Resolution 2023-01-01 approving sending the grant request from Charlevoix County Millage for improvements on Stolt Road end passed affirmative roll-call vote of the Board members present.

Bay Township Resolution 2023-01-01

**BAY TOWNSHIP, CHARLEVOIX COUNTY
BOARD OF TRUSTEES RESOLUTION**

Resolution No 2023-01-01

Title: Stolt Rd. Road End Site Improvement

WHEREAS, the Bay Township, has the authority to construct, operate, and maintain the Stolt Rd. Road End Site Improvement; and

WHEREAS, the Bay Township is requesting a \$2,110.99 appropriation from the Charlevoix County Board of Commissioners; and

WHEREAS, the Bay Township desires to enhance, provide or create the Stolt Rd. Road End Site Improvement to meet the needs of users in Charlevoix County;

THEREFORE, BE IT RESOLVED by the Bay Township that, pursuant and subject to all of the terms and provisions of the Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding; and

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WHEREAS, the improvements of Stolt Rd. Road End Site Improvement would include a six (6) foot bench providing a resting and gathering place with access to Walloon Lake from both the water and road end.

WHEREAS, Bay Township recently updated their Park and Recreation Master Plan for the Michigan Department of Natural Resources and the proposed improvements were listed in the action plan.

WHEREAS, Bay Township's goal is to provide clean and safe public places for people of all ages and abilities and dedicated to offering recreational opportunities and improving quality of life for the people in the area.

NOW, THEREFORE BE IT RESOLVED that Bay Township, Charlevoix County pursuant and subject to all of the terms and provisions of the Charlevoix County Parks Millage, that application be made to the Charlevoix County Board of Commissioners for funding; and

BE IT FURTHER RESOLVED, that Wendy Simmons, Clerk of Bay Township is hereby authorized and directed to cause the necessary data prepared by the Bay Township Parks and Rec Committee, to be prepared and application to be signed and filed with the Charlevoix County Board of Trustees.

The foregoing resolution offered by Board Member Simmons and supported by Board Member Gaudard. Upon roll call vote, the following Board Members voted:

AYE	ABSENT
Gaudard	
Beynon	
	Ritter
	Van Dam
Simmons	

REVISED BUDGET

MOTION by Gaudard seconded by Beynon to approve revised third quarter budget as presented, passed upon affirmative roll-call vote of the Board members present.

**CHANGE OF MEETING
TIMES FOR BOARD OF
TRUSTEES**

Bay Township Resolution 2023-01-02

**BAY TOWNSHIP, CHARLEVOIX COUNTY
BOARD OF TRUSTEES RESOLUTION**

Resolution No 2023-01-02

Title: Meeting time change for the Bay Township Board of Trustees

WHEREAS, the Bay Township, has the authority to change the Board of Trustee meeting dates and times and

WHEREAS, the Bay Township Board has agreed to keep meetings unless otherwise posted, to the second Thursday of each month; and

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WHEREAS, the Bay Township will change the meeting start time to 6:00 PM unless otherwise posted;

THEREFORE, BE IT RESOLVED by the Bay Township that, meeting times for the Bay Township Board of Trustees will start at 6:00 PM on the second Thursday of each month;

The foregoing resolution offered by Board Member Gaudard and supported by Board Member Simmons. Upon roll call vote, the following Board Members voted:

AYE	ABSENT
Gaudard	
Beynon	Ritter
	Van Dam
Simmons	

**BOARD GOALS
DISCUSSION**

Gaudard presented goals and ideas to discuss and consider at a special Board of Trustees meeting to be held on Wednesday, January 25, 2023 at 5:00 PM.

Discussion will include:

- Fire and Ambulance Services
- Road Maintenance
- Fiscally Prudent
- Fully Implement BS&A Financial Software
- Continue to improve Zoning Ordinances
- Recreational Activities
- Library Services
- Board Policy, Procedures, Ordinances Review
- Professional Development
- and any other business that may be properly brought before the Board if the full Board is present

SPRING CLEAN-UP

Trustee Beynon volunteered to gather information for spring clean-up 2023.

PUBLIC COMMENT

Public Comment opened and closed at 8:03 PM. There was no public comment.

ADJOURNMENT

MOTION by Beynon, seconded by Simmons to adjourn the meeting at 8:04 PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted,


Bay Township Clerk