

BAY TOWNSHIP BOARD OF TRUSTEES

April 13, 2023

REGULAR MEETING MINUTES

APPROVED

CALL TO ORDER Supervisor Gaudard Treasurer Ritter called the meeting to order at 6:00 PM and led with the Pledge of Allegiance. Other Board members in attendance were: Trustee D. Beynon, Trustee S. Van Dam and Treasurer S. Ritter. ~~Excused absent was Supervisor Gaudard and Clerk W. Simmons joined via ZOOM.~~

PUBLIC COMMENT Public comment was opened and closed at 6:02 PM with no comment.

PRIOR MEETING MINUTES **MOTION by Ritter, second by Beynon, to dispense with the reading of the ~~September 9, 2021~~ March 9, 2023 Board of Trustees regular meeting minutes and March 20, 2023 special meeting minutes, passed upon unanimous affirmative voice vote of the Board Members present.**

MOTION by Ritter, second by Beynon, to approve the March 9, 2023 Board of Trustees regular meeting minutes as amended upon affirmation voice vote of the Board members present.

MOTION by Ritter, second by Van Dam, to approve the March 20, 2023 Board of Trustees special meeting minutes as presented upon affirmation voice vote of the Board members present.

TREASURER REPORT

March 31, 2023 Treasurer report as follows:

UNRESTRICTED FUNDS	2023	2022
General Funds Savings Huntington	\$ 253,639.16	\$ 277,497.40
General Funds Savings 4Front	\$ 249,766.27	\$ 227,600.29
General Funds CSB	\$ 104,168.62	\$ -----
General Funds Checking Huntington	\$ 19,254.23	\$ 23,039.20
Certificate of Deposit	\$ 36,000.00	\$ 35,376.38
TOTAL UNRESTRICTED FUNDS	\$ 662,828.28	\$ 563,513.27
RESTRICTED FUNDS	2023	2022
Road Funds Savings Huntington	\$ 203,690.38	\$ 143,123.69
Road Funds Savings CSB	\$ 139,225.86	\$ -----
TOTAL RESTRICTED FUNDS	\$ 342,916.24	\$ 143,123.69
Tax Fund Checking	\$ 7,979.24	\$ 7,953.26
TOTAL	\$1,013,723.76	\$ 714,596.22

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WARRANTS

The warrants were presented for payment.

MOTION by Beynon, seconded by Ritter, to approve the April 13, 2023 warrants, as presented totaling \$ 14,891.41 to be paid from the General Fund, passed upon affirmation roll call vote of the Board members present.

PLANNING COMMISSION

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

The Planning Commission has forwarded the Article 17 to attorney for legal review.

ZONING ADMINISTRATOR REPORT

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

Zoning Administrator reported on the following:

- ✓ Parcel Division
- ✓ County approved driveway/permit approval
- ✓ Progress on issue on Deer Path Drive-Public Hearing in May

CEMETERY COMMITTEE/ AND SEXTON

Clerk and Sexton are currently working on a Cemetery Ordinance.

ZONING BOARD OF APPEALS

No meeting; no report.

PARKS AND REC

Committee is working with Charlevoix County Parks and Rec regarding the status of bike path; possible contact MDOT/State of Michigan. It appears to be held up with Engineer before going out on bid. Board is frustrated with process and lack of information.

ASSESSOR

March Board of Review went well. Assessment role is currently under standard State Assessment Audit.

APPROVAL OF FINAL 2022-2023 BUDGET

MOTION by Beynon, seconded by Ritter, to accept the 2022-2023 final budget, passed upon affirmation roll call vote of the Board members present.

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Ritter proposed and was supported by a consensus of the Board to hold off on the Assessor Salary Resolution until May BOT meeting in front of a full Board.

CREDIT UNION DEPOSITOR

APPROVAL

MOTION by Ritter, seconded by Van Dam to approve Northland Area Federal Credit Union as an approved depository for Bay Township, passed upon affirmation roll call vote of the Board members present.

POLICY FOR PUBLIC RECORDS

INSPECTION

MOTION by Beynon, seconded by Ritter, to approve Resolution 04-02-2023 Public Inspection of Records Policy, passed upon affirmation vote of the Board members present.

POLICY FOR ASSESSMENT RECORDS

ACCESS

MOTION by Van Dam, seconded by Beynon, to approve Resolution 04-01-2023 Assessment Record Access Policy, passed upon affirmation vote of the Board members present.

UPDATES- TRASH DAY; AED;

PHONE SYSTEM; NEWSLETTER

Spring Clean up is June 10, 2023 8am-12pm

- ✓ Mailing to go out to residents
- ✓ Hazardous waste County Drop off
- ✓ Permissible items
- ✓ NO appliances

AED is installed at hall

Phone system will be installed in May

Newsletter will be twice a year

OTHER

PUBLIC COMMENT

Public comment opened and closed at 7:10 pm.

ADJOURNMENT

MOTION by Beynon, seconded by Van Dam, to adjourn the meeting at 7:11 pm, passed upon affirmation voice vote of the Board Members present.

Respectfully submitted,

Kristin Baranski

Bay Township Recording Secretary