

BAY TOWNSHIP BOARD OF TRUSTEES

August 10, 2023

REGULAR MEETING MINUTES

APPROVED

CALL TO ORDER

Clerk Simmons 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: Supervisor X Gaudard.

PUBLIC COMMENT

Public comment was opened at 6:01 PM. Comments included: Sexton Monk indicated she had just received a quote in from Koteskey Brothers Excavating regarding completion of a ring drive for Dyer Cemetery.

RESORT BEAR CREEK FIRE DEPARTMENT

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

The Board welcomed Chief Al Welsheimer from the Resort Bear Creek Fire Department. Chief Welsheimer presented a detailed summary of the 2022 Fire and Emergency Medical Services including the services given to Bay Township in 2022. An invoice in the amount of \$73,364.85 for fire protection based upon the 8/1/2023-7/31/2024 fire protection agreement.

PRIOR MEETING MINUTES

MOTION by Ritter, second by Beynon, to approve the July 13, 2023 Board of Trustees regular meeting minutes as amended passed upon affirmation voice vote of the Board members present.

SUPERVISOR REPORT

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

FEMA (Federal Emergency Management Agency) reviewed and informed Bay Township the floodplain management measures are in compliance with 44 Code of Federal Regulations Section 60.3 (C) of the National Flood Insurance Program regulations.

Gaudard expressed concerns regarding the cemetery project that is being proposed as it is not part of our spending plan for this year and is not listed on our goals whereas the hall landscaping is part of this year's goals. Gaudard also encourages Board Members to review the long- and short-term goals established by the Township.

The drinking fountain on the side of the building is not working properly.

Gaudard will be attending the County Commissioners' meeting on Wednesday, August 12, 2023

TREASURER REPORT

As of July 31, 2023

UNRESTRICTED FUNDS:		2023	2022
General Funds Savings	Huntington	\$ 133,010.72	\$ 320,922.00
General Funds Savings	4Front	\$ 250,100.37	\$ 227,713.80
General Funds	CSB	\$ 104,325.40	\$ -----
General Funds Checking	Huntington	\$ 26,474.06	\$ 16,166.03
Certificate of Deposit		<u>\$ 36,000.00</u>	\$ 35,376.38
TOTAL UNRESTRICTED FUNDS		\$ 549,910.55	\$ 600,178.21

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RESTRICTED FUNDS:		2023	2022
Road Funds Savings	Huntington	\$ 209,941.86	\$ 150,608.37
Road Funds Savings	CSB	\$ <u>139,435.38</u>	\$ -----
TOTAL RESTRICTED FUNDS		\$ 349,377.24	\$ 150,605.37
Tax Fund Checking		\$ 108,769.80	\$ 7,953.26
TOTAL		\$1,008,057.59	\$ 758,739.84

WARRANTS

The warrants were presented for payment.

MOTION by Ritter, seconded by Van Dam, to approve the August 2023 warrants, as presented totaling \$ 19,931.84 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.

ZONING ADMINISTRATOR REPORT

No report was given.

CEMETERY COMMITTEE/ AND SEXTON

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

Additional changes and wording will be added to the Cemetery Draft Ordinance including rewording on winter burial exceptions should be better defined as specific time frame and/or weather-related issues. Simmons will work with the committee and forward final draft to all board members. Simmons will also forward the final draft to legal council with specific comments for legal consideration.

Monk presented a proposal and quotes on "UNKNOWN" markers to be place on 102 gravesites. Also presented was a proposal and quote to develop a better ring road around Dyer Cemetery.

ZONING BOARD OF APPEALS

A special meeting will be held on September 6, 2023 regarding property 15-001-400-001-00 located at 04676 Fontenoy Road, Boyne City, MI 49712 and owned by ~~Bruse~~ Bruce and Nancy Korthase.

PARKS AND REC

Paperwork for all of the 2022 Grants will be submitted to Charlevoix County for reimbursement. The 2023 Grant is currently being worked on by Gaudard and Simmons.

HALL LANDSCAPING

MOTION by Beynon, seconded by Ritter, to approve up to \$22,000 on the landscaping with Robinson's Landscaping, irrigation and lighting (vendors to be determined) passed upon affirmation roll call vote of the Board members present.

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ASSESSOR

No report was given.

ROADS

Road prioritization and pricing report was received from James Vanek of the Charlevoix County Road Commission:

- | | |
|--|-----------|
| 1) Sumner Rd. Afton Stone project 1.73 miles | \$180,000 |
| 2) Reycraft Rd. repaving project 1.15 miles | \$425,000 |
| 3) Camp Sherwood Rd. repaving project 1.03 mile | \$385,000 |
| 4) Flagg Avenue & Valley Brook Rd. Afton Stone .39 miles | \$ 40,000 |
| 5) Reycraft Rd 23A Gravel project .34 miles | \$ 30,000 |

Members of the board will travel these roads and give their assessment at the September meeting.

LOCAL COMMUNITY STABILIZATION AUTHORITY

Bay Township was overpaid by LCSA by \$5,141.25 in the May 2023 distribution. This amount will be deducted from the 2024 LCSA payment.

PUBLIC COMMENT

Public comment opened and closed at 8:22 PM. Monk commended the Board for making a list of long- and short-term goals and would like for Cemetery goals be a future consideration.

BOARD COMMENT

Ritter will need a replacement laptop for the Treasurer's office and was given the go ahead to work with Common Angle preferably to get this new laptop set up prior to the BS&A conversion.

Beynon requested advance information be submitted to the Board members from any group or association wanting to make a presentation at the Board meetings, giving time for board members to study and be able to ask questions.

Ritter would like to investigate the cost of a generator for the Township Hall.

Charlevoix County Recycling program will be accepting reservations starting Tuesday, September 5, 2023 for their HHW event.

ADJOURNMENT

MOTION by Simmons, seconded by Van Dam, to adjourn the meeting at 8:25 PM, passed upon affirmation voice vote of the Board Members present.

Respectfully submitted,



Wendy Simmons
Bay Township Clerk