

BAY TOWNSHIP BOARD OF TRUSTEE

January 9, 2025

REGULAR MEETING MINUTES

APPROVED

CALL TO ORDER

Supervisor Gaudard called the meeting to order at 6:00 PM and led with the Pledge of Allegiance. Other Board members in attendance were Trustee S. Van Dam, Trustee D. Beynon, Treasurer D. Bonneville, and Clerk W. Simmons.

AGENDA ADD ON

Add Lavender Hill Farm and appointments to the Planning Commission and Zoning Board of Appeals.

PUBLIC COMMENT

Public Comment opened and closed at 6:02 PM with no comments.

PRIOR MEETING MINUTES

MOTION by Beynon, seconded by Van Dam to approve the December 12, 2024 Board of Trustees regular meeting minutes as corrected approved upon affirmative voice vote of the Board Members present.

SUPERVISOR REPORT

- Supervisor Gaudard will be meeting with the Boyne City EMS and officials on Tuesday, January 14th to discuss over charges.
- The Charlevoix County Road Commission has started on tree removal on Reycraft.
- Board of Review oaths of offices have been completed

TREASURER REPORT

December 31, 2024 Treasurer's report as follows:

UNRESTRICTED FUNDS

General Fund Savings: Huntington	\$ 128,550.64
General Fund Savings: 4Front Credit Union	\$ 226,403.04
General Fund Checking: Huntington	\$ 21,780.07
Certificate of Deposit: Huntington	\$ 37,533.00
Capital Fund: Northland Credit Union	\$ 51,043.66

TOTAL UNRESTRICTED FUNDS: \$ 465,310.41

RESTRICTED FUNDS:

Road Fund Savings: Huntington	\$ 37,072.47
Road Fund Savings CD: Huntington	\$ 416,697.13

TOTAL RESTRICTED FUNDS: \$ 453,769.60

TAX FUND CHECKING

Tax Fund Checking: Huntington	\$ 1,502,730.15
-------------------------------	-----------------

TOTAL \$ 2,421,810.16

WARRANTS

A written report by Simmons presented the warrants for payment.

MOTION by Beynon seconded by Bonneville to approve the January 9, 2025 warrants, totaling \$14,806.55 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 Planning Commission's report is on file with the Township Clerk.

- Officers for 2025 are Dave Skornia, Chairperson; Barb Alguire, Vice Chairperson; Joe Jones, Secretary.
- Meeting dates for 2025 have been change to the 2nd Tuesday of each month with no meeting to be held in July.
- Article 6 version 3 will be reviewed in a subcommittee for presentation at the February Planning Commission.
- 2024 End of the Year Summary was presented to the Board

BAY TOWNSHIP BOARD OF TRUSTEE

January 9, 2025

REGULAR MEETING MINUTES

APPROVED

- Nancy Blandford has resigned from the Planning Commission and if the Board of Trustee approves John Rohe as the new Planning Commission member, he will be the PC Rep to the Zoning Board of Appeals.

ZONING ADMINISTRATOR REPORT

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

- Sompels presented a Lot combination on lots 167 & 168 (15-001-400-167-00) 4625 Chalet, Boyne City for comments from the Board prior to approval.
- Sompels presented a Lot split - 5790 Reycraft Rd., Boyne City (15-001-131-002-50) for comments from the Board prior to approval.

ZONING BOARD OF APPEALS

Next meeting is scheduled for Tuesday, January 14, 2025 @ 6:00 PM.

CEMETERY/SEXTON

Note: A copy of the Cemetery/Sexton report is on file with the Township Clerk

- Request for the Board to look at the current cremains fee schedule and amount paid for the opening and closing of cremains when reviewing the budget.

PARKS AND REC

Note: A copy of the Parks and Rec annual report is on file with the Township Clerk

RESOLUTIONS OF APPRECIATION

MOTION by Van Dam seconded by Simmons to approve Resolution 2025-01-01 in Recognition and Profound Appreciation of Distinguished Service by Nancy Blandford passed upon affirmative roll-call of the Board members present.

Bay Township Resolution 2025-01-01

In Recognition and Profound Appreciation of Distinguished Service by Nancy Blandford

WHEREAS, Nancy Blandford a dedicated and committed member of the Bay Township Planning Commission and Zoning Board of Appeals, has served the Township with distinction and contributed greatly to the development and planning of our community; and

WHEREAS, during her tenure, Nancy Blandford demonstrated exceptional leadership, professionalism, and a deep commitment to ensuring the growth of the Township aligned with its goals, values, and vision for the future; and

WHEREAS, her work on the Planning Commission and Zoning Board of Appeals included reviewing zoning regulations, guiding land development proposals, advising on infrastructure planning, and promoting sustainable, thoughtful development to meet the needs of all residents; and

WHEREAS, Nancy Blandford has shown tireless dedication to ensuring that the voices of the community were heard and considered in every decision, fostering a strong sense of transparency and cooperation; and

BAY TOWNSHIP BOARD OF TRUSTEE

January 9, 2025

REGULAR MEETING MINUTES

APPROVED

WHEREAS, her thoughtful contributions to the Planning Commission and Zoning Board of Appeals have left a lasting impact on the Township, shaping policies and guiding development that will benefit the Township for years to come.

NOW, THEREFORE, BE IT RESOLVED, by the Bay Township Board of Trustees, that we extend our deepest appreciation and gratitude to Nancy Blandford for her exceptional service to the Township of Bay as a member of the Planning Commission and Zoning Board of Appeals; and

BE IT FURTHER RESOLVED, that the Bay Township Board of Trustees expresses our sincere thanks for his hard work, dedication, and commitment to the betterment of our community, and wishes her continued success in all future endeavors; and

BE IT FURTHER RESOLVED, that the Board of Trustee members of Bay Township are, and each acting alone is hereby authorized and directed to take such further action as may be necessary, appropriate or advised to implement this resolution and amendment and any such prior actions are hereby ratified; and

We, the undersigned, hereby certify that Bay Township is comprised of five members, of whom all five, constituting a quorum, were present at a meeting duly and regularly called, noticed, convened and held this 9th day of January 2025, and that the foregoing resolution was duly adopted at said meeting by the affirmative vote of five members, and opposed by no members, and that said Resolution has been duly recorded in the Minute Book and is in force and effect.

PASSED AND ADOPTED this 9th Day of January 2025.

MOTION by Gaudard seconded by Beynon to approve Resolution 2025-01-02 in Recognition and Profound Appreciation of Distinguished Service by Doug Melvin passed upon affirmative roll-call of the Board members present.

**Bay Township
Resolution Number 2025-01-02**

**In Recognition and Profound Appreciation of Distinguished Service
By Douglas Melvin**

WHEREAS, Douglas Melvin has demonstrated exceptional commitment and dedication to ensuring fair and equitable property assessments in the township, contributing to the well-being of the community; and

WHEREAS, Douglas Melvin has served the Township with integrity and professionalism for his numerous years, making invaluable contributions to the work of the Board of Review and the residents of the Township; and

BAY TOWNSHIP BOARD OF TRUSTEE

January 9, 2025

REGULAR MEETING MINUTES

APPROVED

WHEREAS, Douglas Melvin's knowledge, expertise, and tireless service have had a lasting positive impact on the Township's tax assessment process and have enhanced the community's trust in local government;

WHEREAS, his has shown tireless dedication to ensuring that the voices of the community were heard and considered in every decision, fostering a strong sense of transparency and cooperation; and

NOW, THEREFORE, BE IT RESOLVED, that the Bay Township Board of Trustees hereby expresses its heartfelt gratitude and appreciation to Douglas Melvin for his many years of dedicated service on the Township Board of Review, and wishes him continued success in all future endeavors; and

BE IT FURTHER RESOLVED, that the Board of Trustee members of Bay Township are, and each acting alone is hereby authorized and directed to take such further action as may be necessary, appropriate or advised to implement this resolution and amendment and any such prior actions are hereby ratified; and

We, the undersigned, hereby certify that Bay Township is comprised of five members, of whom all five, constituting a quorum, were present at a meeting duly and regularly called, noticed, convened and held this 9th day of January 2025, and that the foregoing resolution was duly adopted at said meeting by the affirmative vote of five members, and opposed by no members, and that said Resolution has been duly recorded in the Minute Book and is in force and effect.

MOTION by Van Dam seconded by Gaudard to approve Resolution 2025-01-03 in Recognition and Profound Appreciation of Distinguished Service by Dan A. Lisonbee passed upon affirmative roll-call vote of the Board members present.

**Bay Township
Resolution Number 2025-01-03**

**In Recognition and Profound Appreciation of Distinguished Service
by Dan A. Lisonbee**

WHEREAS, Dan A. Lisonbee a dedicated and committed member of the Bay Township Planning Commission, has served the Township with distinction and contributed greatly to the development and planning of our community; and

WHEREAS, during his tenure, Dan A. Lisonbee demonstrated exceptional leadership, professionalism, and a deep commitment to ensuring the

BAY TOWNSHIP BOARD OF TRUSTEE

January 9, 2025

REGULAR MEETING MINUTES

APPROVED

growth of the Township aligned with its goals, values, and vision for the future; and

WHEREAS, his work on the Planning Commission included reviewing zoning regulations, guiding land development proposals, advising on infrastructure planning, and promoting sustainable, thoughtful development to meet the needs of all residents; and

WHEREAS, Dan A. Lisonbee has shown tireless dedication to ensuring that the voices of the community were heard and considered in every decision, fostering a strong sense of transparency and cooperation; and

WHEREAS, his thoughtful contributions to the Planning Commission have left a lasting impact on the Township, shaping policies and guiding development that will benefit the Township for years to come.

NOW, THEREFORE, BE IT RESOLVED, by the Bay Township Board of Supervisors, that we extend our deepest appreciation and gratitude to Dan A Lisonbee for his exceptional service to the Township of Bay as a member of the Planning Commission; and

BE IT FURTHER RESOLVED, that the Bay Township Board of Trustees expresses our sincere thanks for his hard work, dedication, and commitment to the betterment of our community, and wishes him continued success in all future endeavors; and

BE IT FURTHER RESOLVED, that the Board of Trustee members of Bay Township are, and each acting alone is hereby authorized and directed to take such further action as may be necessary, appropriate or advised to implement this resolution and amendment and any such prior actions are hereby ratified; and

We, the undersigned, hereby certify that Bay Township is comprised of five members, of whom all five, constituting a quorum, were present at a meeting duly and regularly called, noticed, convened and held this 9th day of January 2025, and that the foregoing resolution was duly adopted at said meeting by the affirmative vote of five members, and opposed by no members, and that said Resolution has been duly recorded in the Minute Book and is in force and effect.

PASSED AND ADOPTED this 9th Day of January 2025.

PLANNING COMMISSION APPOINTMENTS

MOTION by Van Dam seconded by Bonneville to appoint John Rohe to the Planning Commission term ending 12/31/2027 passed upon affirmative voice vote of the Board members present.

MOTION by Simmons seconded by Beynon to appoint Jack Nestell to the Planning Commission term ending 12/31/2026 to fill out the remainder of Nancy Blandford's term of office passed upon affirmative voice vote of the Board members present.

BAY TOWNSHIP BOARD OF TRUSTEE

January 9, 2025

REGULAR MEETING MINUTES

APPROVED

ZONING BOARD OF APPEALS APPOINT- MENT

MOTION by Gaudard seconded by Simmons to appoint Chris Sutton to the Zoning Board of Appeals ending 12/31/2027 passed upon affirmative voice vote of the Board members present.

MOTION by Gaudard seconded by Bonneville to appoint Dawn Middleton (Wilde) as alternate to the Zoning Board of Appeals term ending 12/31/2027 passed upon affirmative voice vote of the Board members present.

PARKS & REC GRANT REQUEST FROM CHX COUNTY

MOTION by Simmons seconded by Bonneville to approve Resolution 2025-01-04 Lily Pad (off Eagle Island Road) Walloon Lake Access Site for funding from the Charlevoix County Park Millage grants passed upon affirmative voice vote of the Board members present.

BAY TOWNSHIP

Resolution No 2025-01-04

Title: Lily Pad (off of Eagle Island Road) Walloon Lake Access Site

WHEREAS, the Bay Township, has the authority to construct, operate, and maintain the Lily Pad Access Site located off of Eagle Island Road; and

WHEREAS, the Bay Township is requesting a \$6,123.00 appropriation from the Charlevoix County Board of Commissioners; and

WHEREAS, the Bay Township desires to enhance, provide or create the Lily Pad Walloon Lake Access Site 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

WHEREAS, the improvements of Lily Pad Access Site would include specific landscaping and a designated pathway for easier public access and more definition of property lines.

WHEREAS, Bay Township has an updated 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

BAY TOWNSHIP BOARD OF TRUSTEE

January 9, 2025

REGULAR MEETING MINUTES

APPROVED

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	NAY	ABSENT
Gaudard		
Beynon		
Bonneville		
Simmons		
Van Dam		

The Clerk declared the resolution adopted.

PAY RATES

Currently the Deputy Treasurer will be paid \$17.00 per hour. Training for the treasurer will be paid at \$20.00 per hour retroactive to December first. All pay rates will be reviewed and discussed during the budget process.

BOARD GOALS

Board will review goals that have been completed as well as future goals to consider at the February meeting.

PUBLIC COMMENT

Opened and closed at 7:30 with no public comment.

ADJOURNMENT

MOTION by Beynon, seconded by Bonneville to adjourn the meeting at 7:30 PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted,



Bay Township Clerk