

BAY TOWNSHIP BOARD OF TRUSTEE

March 13, 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

Memorandum or understanding regarding Walloon Lake Watershed Collaboration.

PUBLIC COMMENT

Public Comment opened at 6:02 PM. Steve Ritter would like to see the short-term rental issue be addressed by the planning commission.

PRIOR MEETING MINUTES

MOTION by Van Dam, seconded by Beynon to approve the February 13, 2025 Board of Trustees regular meeting minutes approved upon affirmative voice vote of the Board Members present.

SUPERVISOR REPORT

- Received PASR report from the Charlevoix County Road Commission on all paved roads. Still awaiting PASR report on gravel roads.
- Board of Review met Monday & Wednesday of this week with little action.
- Bike Trail – County has received 4 proposals for completing the bike trail.
- EMS costs –
 - Currently under a three-year contract which will end with the City of Boyne City in 2026.
 - Bay Township will request it not to be automatically renewed.
- Gaudard attended the Planning Commission meeting.
- The Bay Township Assessor has requested a stipend for use of her personal computer. Gaudard to discuss with her.

TREASURER REPORT

December 31, 2024 Treasurer's report as follows:

UNRESTRICTED FUNDS

General Fund Savings: Huntington	\$ 312,156.59
General Fund Savings: 4Front Credit Union	\$ 246,108.75
General Fund Checking: Huntington	\$ 36,759.68
Certificate of Deposit: Huntington	\$ 39,857.32
Capital Fund: Northland Credit Union	\$ 51,043.66
TOTAL UNRESTRICTED FUNDS:	\$ 685,926.00

RESTRICTED FUNDS:

Road Fund Savings: Huntington	\$ 223,418.38
Road Fund Savings CD: Huntington	\$ 416,697.13
TOTAL RESTRICTED FUNDS:	\$ 640,115.51

TAX FUND CHECKING

Tax Fund Checking: Huntington	\$ 206,330.74
TOTAL	\$1,532,372.25

CLERKS REPORT

There will be a school election on Tuesday, May 6, 2025.

- An Election Commission meeting will take place at 5:45 on Thursday, April 10, 2025.
- Certification of election equipment will take place on Wednesday, April 23, 2025 at 10:30 AM.

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WARRANTS

A written report by Simmons presented the warrants for payment.
MOTION by Bonneville seconded by Gaudard to approve the March 13, 2025 warrants, totaling \$16,410.78 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.
There will be two public comment hearings to be held on Tuesday April 8, 2025 at 7:00 PM regarding Section 13.10A language update and amending Section 5.4 regarding minimum lot size in Ag District clarification.

ZONING ADMINISTRATOR REPORT

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

ZONING BOARD OF APPEALS

Next meeting is scheduled for Monday, March 17, 2025 at 6:00 PM.

PARKS

Charlevoix County millage grants will be announced in April.

CEMETERY/SEXTON

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

BOYNE CITY EMS

Received the Emergency Medical Services packet for the 2025 proposed cost to Bay Township in the amount of \$65,794.66. A 56% increase over 2024. Bay Township paid \$37,436.23 in 2024 for services. 2026 EMS fees are estimated at \$75,907.32. There will be continued discussions with the City of Boyne City and their formula for charges.

2025-2026 BUDGET

Note: A copy of the proposed 2025-2026 budget is on file with the Township Clerk
The budget was reviewed, updated and ready to present at the General Appropriations and Budget hearing to be held on March 14, 2025 at 10:00 AM.

MOTION by Van Dam, seconded by Bonneville increase the Assessor's and Sexton's wages by 3% effective April 1, 2025 was approved upon affirmative roll call vote of the Board Members present.

MOTION by Gaudard, seconded by Van Dam to increase the Election Workers, with Election Chairperson making \$21.00 per hour; Deputy Treasurer, and Board of Review Members wage to \$20.00 per hour effective April 1, 2025 was approved upon affirmative roll call vote of the Board members present.

MOTION by Van Dam, seconded by Simmons to balance the 2024-2025 end of the year budget as presented as of March 31, 2025 was approved upon affirmative roll call vote of the Board members present.

PASR REPORT

The Charlevoix County Road Commission completed the PASR report for all blacktop roads in the township. Upon receipt of the PASR report for the gravel roads Simmons will start working on the next proposed 2025 – 2029 five-year plan.

SPRING CLEAN UP

MOTION by Beynon, seconded by Bonneville to accept the proposed bid/contract with GFL Environmental for the Bay Township clean up

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day scheduled for June 21, 2025 at \$43.00 per compacted yard and \$210.00 from portal to portal in addition to a 29% fuel charge was approved upon affirmative roll call vote of the Board members present.

New signs will be ordered and a specific listing of items that can not be accepted will be listed on the web site.

It was suggested that postcards be sent out to all residents or publication in the local newspapers.

PARKS & REC PLAN

The Board would like the Parks and Rec Committee to take the lead on updating the Parks and Rec Plan.

MEMORANDUM OF UNDERSTANDING

Memorandum of Understanding with Walloon Lake Watershed Collaboration will be put on hold until the April meeting.

PUBLIC COMMENT

Opened and closed at 8:38PM with no public comment.

ADJOURNMENT

MOTION by Beynon, seconded by Bonneville to adjourn the meeting at 8:39 PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted,



Bay Township Clerk