

BAY TOWNSHIP BOARD OF TRUSTEE

March 12, 2026

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 D. Beynon, Trustee S. Van Dam, Treasurer D. Bonneville, and Clerk W. Simmons.

PUBLIC COMMENT

Public Comment opened and closed at 6:01 PM with no comments.

PRIOR MEETING MINUTES

MOTION by Gaudard, seconded by Van Dam to approve the February 12, 2026 Board of Trustees regular meeting minutes as corrected upon affirmative voice vote of the Board Members present.

SUPERVISOR REPORT

- Received communication from Pastor Kathy Cadarette regarding the North Bay Cemetery transfer indicating notification in the newspaper is taking place and a meeting will be held in late April at the church to transfer this cemetery over to Bay Township. To date he has not seen the notices in the paper.
- Web Site must meet ADA compliance rules as of April 2027.
- Walloon Lake Association and Conservancy is considering specialized watercraft cleaning stations at public access sites.
- Board of Review went smoothly this past week. All questions were resolved and explained with regards to individual assessments. Anna Wasylewski did an excellent job.
- EMS – Per the Boyne Citizen the City of Boyne City is withdrawing their original proposal to the townships to back out of the claw back adjustments as originally agreed upon at the meeting held with the city manager, mayor and townships. Statements of “the townships are stealing from the residents of Boyne City” were brought out during public discussion. The city did accept the new formula going forward. Continued discussions and negotiations will need to take place with possible legal being brought to the table.

CLERK REPORT

Received notification from James Vanek, Staff Engineer with the Charlevoix County Road Commission stating because of the improvements completed in 2012 on the Boyne City Road and Lake Street curve, the blinking light was optional.

MOTION by Beynon, seconded by Van Dam to approve the removal of the blinking light at the curve near Boyne City Road and Lake Street passed upon affirmative voice vote of the Board Members present.

TREASURER REPORT

February 28, 2026 Treasurer's report as follows:

UNRESTRICTED FUNDS

General Fund Savings: Huntington	\$ 297,150.13
General Fund Savings: 4Front Credit Union	\$ 247,095.00
General Fund Savings: Chx State Bank	\$ 40,005.74
General Fund Checking: Huntington	\$ 64.74
Capital Fund: Northland Credit Union	\$ 53,325.23
TOTAL UNRESTRICTED FUNDS:	\$ 637,636.84

RESTRICTED FUNDS:

Road Fund Savings: Huntington	\$ 417,303.34
Road Fund Savings CD: Huntington	\$ 0

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TOTAL RESTRICTED FUNDS: **\$ 417,303.34**

TAX FUND CHECKING

Tax Fund Checking:	Huntington	\$1,328,502.19
TOTAL ALL FUNDS		\$2,383,422.37

Per Treasurer Deb Bonneville the county settlement for property taxes has been completed and came out perfect.

WARRANTS

A written report by Simmons presented the warrants for payment.

MOTION by Bonneville, seconded by Beynon to approve the March 12, 2026 warrants, totaling \$ 20,016.79 to be paid from the General Fund passed upon affirmative roll-call vote of the Board members present.

MOTION by Bonneville, seconded by Simmons to approve the addition of \$550.00 to the March warrants covering the cost of an extra Planning Commission meeting to keep with in the 2025/26 budget year to be paid from the General Fund passed upon affirmative roll-call vote of the Board members present.

**PLANNING COMMISSION
REPORT**

Note: A copy of the Planning Commission's report is on file with the Twp. Clerk.
Currently working on a specific application for Water Front Overlay District.

Received information back from legal on the wording of the Waterfront Overlay District and will discuss at the next meeting.

ZONING ADMINISTRATOR

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

**ZONING BOARD OF
APPEALS**

No meeting

CEMETERY/SEXTON

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

**CHARLEVOIX COUNTY
ROAD COMMISSION**

MOTION by Simmons, seconded by Bonneville to approve the following Bay Township roads for 2026 improvements in the estimated amount of \$356,000 (after County allocation of \$30,000) to be paid from the Road Fund as follows passed upon affirmative roll-call vote of the Board members present with Beynon Abstaining. Chip and Fog Seal on existing paved roads:

- **Camp Daggett Rd. (4.41-Miles) Old Horton Bay to county line for an estimated cost of \$180,518.00.**
- **Church Rd. (1.00-Mile) Camp Daggett Rd to Horton Bay N Rd. for an estimated cost of \$39,721.00.**
- **Old Horton Bay Rd. (1.28-Miles) Camp Daggett Rd to the township line for an estimated cost of \$50,563.00.**

Gravel – place 6" inches of new gravel on road surface

- **Flagg Ave. (0.39 Mile) Zenith Heights Rd. East to seasonal road sign and Valley Brook, Flagg Ave. to road end for an estimated cost of \$55,000.**
- **Forest Ave. (0.16 Mile) Wildwood Heights Rd. East to road end for an estimated cost of \$25,000.**

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**2025/2026 BUDGET
FINAL AMENDMENT**

- **Horton Creek Rd. (0.31 Miles) Horton Bay N. Rd. to seasonal road sign for an estimated cost of \$35,000.**

MOTION by Simmons, seconded by Bonneville to approve the final 2025/2026 Budget along with moving \$25,000 from the General Fund Savings over to Northland Credit Union for the Capital Fund Account passed upon affirmative roll-call vote of the Board members present.

**2026/2027 BUDGET
DISCUSSION**

Review and recommendations for the 2026/2027 was discussed for presentation at the public hearing to be held on March 19, 2026 at 10:00 AM. Discussion included:

- EMS is currently an unknown now because of change of City of Boyne City commission decision regarding claw back monies.
- Will Bay Township need to have a vote on a millage for Fire and Ambulance to cover increasing costs? If so will it need to be on the August primary election?
- Changing Spring clean-up (curb side pick-up) from every other year to an annual event.
- Increase of 2% in salary for employees (**Sexton and Assessor only**).
- Increase of Planning Commission and Zoning Board of Appeals an additional \$25.00 per diem.
- Increase the office of Supervisor to \$15,000 annual salary.
- Treasurer, Clerk, and Trustee positions will remain the same.
- Additional funds now required by the State of Michigan to meet ADA compliant Website at an approximate cost of \$10,000.
- Additional monies provided to the Planning Commission for professional assistance in completing the 5-year mandatory update of the Bay Township Master Plan.

**BOARD OF REVIEW
APPOINTMENT**

MOTION by Van Dam , seconded by Simmons to appoint John Cool as an alternate to the Board of Review effective immediately, passed upon affirmative voice vote of the Board Members present.

PUBLIC COMMENT

Public comment opened at 8:00 PM.

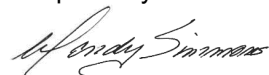
Steve Ritter indicated Camp Sherwood Road to Eagle Island Road is in bad shape and needs to be considered for an update.

The Spring clean-up (curb side pick-up) is one of the most frequently asked questions he has always received from residents and would like to see the township consider an annual pickup instead of every other year.

ADJOURNMENT

MOTION by Simmons, seconded by Gaudard to adjourn the meeting at 8:10 PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted,



Bay Township Clerk