

BAY TOWNSHIP BOARD OF TRUSTEE

May 14, 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 at 6:01 PM.
Ron Van Zee, from Hayes Township, representing Lake Charlevoix EMS Authority commented on the value of becoming a member of the Authority.

PRIOR MEETING MINUTES

MOTION by Beynon, seconded by Van Dam to approve the April 9, 2026 Board of Trustees regular meeting minutes upon affirmative voice vote of the Board Members present.

SUPERVISOR REPORT

- Received final bids from the Charlevoix County Road Commission
- Web site ADA compliance has been extended for an additional year
- KCI will be notified that a few residents received the newsletter envelope but without a newsletter inside.
- Review and discussion will need to take place on the Methodist Church and school house property split.
- Received a quote from Common Angle to protect emails from spam.
- Walloon Lake Association and Conservancy distributed a new pamphlet, 'Responsible Wake Boat Use on Walloon Lake' to be posted at all boat rental and launch sites within the bordering townships.
- EMS meeting was held with City of Boyne City and Township Supervisor where a new contract was handed out to all Townships.
- A private meeting with the area Township Supervisors and the East Jordan EMS Authority and the Lake Charlevoix EMS Authority was held this past week.
- Article VI – Waterfront Overlay public hearing has been scheduled.
- Damage to the Township Hall happened from snowplowing and will be addressed with North Bay Hydroseed, Inc.

CLERK REPORT

- 219 Ballots out of 1088 registered Bay Township Voters were cast for the May 5, 2026 Char-Em District School Election for a total reimbursable amount of \$3,058.64. A taxpayer cost of \$13.97 per ballot cast.
- Form L-4029 Millage request report has been completed. Allocated millage is 0.9422 of 1 mil and Voted millage (Roads) will be 0.9698 of 1 mil.
- Permission from the board to purchase a 250th Commemorative Flag for the Township Hall in celebration of our Country's 250th anniversary.

TREASURER REPORT

April 30, 2026 Treasurer's report as follows:

UNRESTRICTED FUNDS

General Fund Savings: Huntington	\$ 345,766.07
General Fund Savings: 4Front Credit Union	\$ 247,260.20
General Fund Savings: Chx State Bank	\$ 40,015.60
General Fund Checking: Huntington	\$ 20,263.78

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Capital Fund:	Northland Credit Union	\$ 53,325.23
TOTAL UNRESTRICTED FUNDS:		\$ 706,630.88

RESTRICTED FUNDS:		
Road Fund Savings:	Huntington	\$ 466,280.11
Road Fund Savings CD:	Huntington	\$ 0
TOTAL RESTRICTED FUNDS:		\$ 417,303.34

TAX FUND CHECKING		
Tax Fund Checking:	Huntington	\$ 3,536.47
TOTAL ALL FUNDS		\$1,176,447.46

WARRANTS

A written report by Simmons presented the warrants for payment.
MOTION by Gaudard, seconded by Van Dam to approve the May 14, 2026 warrants, totaling \$ 30,752.63 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.

The Bay Township Planning Commission will meet on Wednesday, May 27, 2026 at 7:00 P.M. The purpose of the meeting is to consider an application for Special Use Permit to allow an accessory structure without a primary structure allowed as a Special Use by Article IV, Section 4.7 g. Bay Township Zoning Ordinance, as amended (the Ordinance).

The Bay Township Planning Commission will meet on Tuesday, June 2, 2026 at 7:00 P.M. The purpose of the meeting is to hold a public hearing to consider the adoption of a rewrite in its entirety of Article VI Waterfront Overlay District of the Bay Township Zoning Ordinance.

ZONING ADMINISTRATOR

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

1 acre Lot Split approved on Parcel 15-001-134-027-00 off of 15.214 acres on the corner of Zenith Heights and Camp Sherwood Rd.

**ZONING BOARD OF
APPEALS**

No meeting.

CEMETERY/SEXTON

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

- The America250MI grant events have been finalized.
- Vern and Gwen Erickson donate a 5' x 8' Semi quincennial Flag to be flown at Dyer Cemetery this year of celebration.
- Spring cleanup has been completed at Dyer and Oak Lawn Cemeteries

ASSESSING

There is a lawsuit question the rights of an assessor to go on private property when homeowners are not home. The Board is in agreement to have the assessor continue as is currently practiced. Vehicle signs, ID lanyard and additional business cards will be ordered for both the Assessor and the Zoning Administrator.

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CHX CNTY RD COMM

A contract in the amount of \$267,512.66 for 6.69 miles of Chip & Seal on Camp Daggett Rd, Church Road (Camp Daggett to Horton Bay N. Rd.) and Old Horton Bay Rd. was signed.

A second contract in the amount of \$19,257.00 for 23A gravel on Flagg Ave., Forest Ave., Valley Brook, & Union Place was signed.

CHURCH/SCHOOL HOUSE LOT SPLIT REQUEST

The Board did not give approval for the requested non-conforming split allowing the historical school house to be split from the Horton Bay Methodist Church property without further investigation by the Planning Commission and the Zoning Administrator.

Matt Chelis, a surviving heir of the White family indicated he has proof from the original deed that the property would be returned back to the family if not used for its intended religious purpose. The Church will need to review.

BOYNE CITY EMS CONTRACT

The Boyne City EMS Contract was presented raising Bay Townships premium for 2026-27 of \$60,138 (plus unknown claw backs) based on current formula to 1.5 mills based taxable value or \$394,677 estimated for 27-28/28-29 period. Concerned items brought up -

- No representation on decision making at the city level.
- No transparency given on actual costs.

No decision was made at this time.

EAST JORDAN EMS & LAKE CHARLEVOIX EMS AUTHORITY

Townships receiving EMS services from Boyne City met on May 11, 2026 with the two Authorities to look at viable alternatives for EMS Services. LCEMSA could only take on Bay and Evangeline Township. The Authority is placing a ballot proposal for the August primary. They are asking for up to 1.923 mills. If one or both Townships joined the authority, the amount would be less than this.

- The Township would have a voting seat on the board.
- Complete transparency on actual costs on a monthly basis.

EMAIL SOFTWARE PROPOSAL

A proposal from Common Angle to upgrade the Township Email service to eliminate spam was reviewed and declined.

NORTH BAY CEMETERY DEED

It has been recommended by two different title companies to have the Methodist Church contact their lawyer to complete the transfer of the North Bay Cemetery Deed over to the Township.

FIRE SERVICE CONTRACT

Resort Bear Creek Fire Dept. 2025/2026 contract was \$86,102.79.
Boyne City Fire Dept. 2025/2026 contract was \$68,735.84.
Viable alternatives in the RBCFD area will be discussed with Dan Thorpe, Charlevoix Township Fire Chief in the future.

COMMEMERATIVE FLAG

MOTION by Beynon, seconded by Bonneville to approve the purchase of the 250th Commemorative Flag totaling \$90.00 plus

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shipping passed upon affirmative roll-call vote of the Board members present.

AMERICA250MI GRANT

A check in the amount of \$11,730.00 (included in approved warrants) payable to Pine Memorials will be issued upon receipt of their invoice in the amount of \$13,800.00. The balance of \$2,070.00 will be paid by private donations making up the 15% requirement for the reimbursable grant.

PUBLIC COMMENT

Public comment opened and closed at 8:20 PM.

ADJOURNMENT

MOTION by Simmons, seconded by Beynon to adjourn the meeting at 8:22 PM, passed upon affirmative voice vote of the Board Members present.

Respectfully submitted,



Bay Township Clerk