

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING AGENDA
May 20, 2024 7pm**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. AGENDA APPROVAL**
- 5. CONFLICT OF INTEREST**
- 6. APPROVAL OF April 15, 2024 Reg. Board Meeting Minutes
Special Meeting of May 1, 2024**
- 7. PUBLIC COMMENT**
- 8. OLD BUSINESS**
 - a. Assessor Committee Report
 - b. Blight Ordinance Update
- 9. NEW BUSINESS**
 - a. Lawn Maintenance Proposal
 - b. Township Audit Proposal
 - c. Salary Resolutions for 2024-2025 Budget
 - d. Zoning Contract
 - e. Draft Budget
- 10. COMMITTEE, STAFF AND OFFICER REPORTS**
 - a. Parks and Recreation Committee – Todd Stone
 - b. Building & Grounds Committee – Kathy Morio
 - c. Cemetery Committee - Midge Werner
 - d. Zoning Administrator/STR Administrator-Steve Patmore
 - e. Planning Commission-Steve Patmore, Jeff Layman
 - f. Fire Authority (documents emailed)-Sandra Grant
 - g. Assessor's Quarterly Report (Jan/Apr/Jul/Oct)
 - h. Treasurer
 - i. Trustee
 - j. Clerk
 - i. Vendor & Payroll Reports
 - k. Supervisor
- 11. PUBLIC COMMENTS AND ANNOUNCEMENTS**
- 12. ADJOURNMENT**

SUBMITTED: 4-16-24

APPROVED:

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING MINUTES**

April 15, 2024, 7:00 pm

1. CALL TO ORDER

Midge Werner called the meeting to order at 7:00 p.m.

2. ROLL CALL

Midge Werner, Supervisor	Present
Kathy Morio, Clerk	Present
Sandra Grant, Treasurer	Present
Jeff Layman, Trustee	Present
Todd Stone, Trustee	Present
<i>Quorum Present</i>	

In attendance: Steve Patmore, Zach Marano, 9 others in person.

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Grant/moved; Layman/supported to approve the agenda as presented. Motion carried.

5. CONFLICT OF INTEREST - none

6. APPROVAL OF MINUTES

March 18, 2024

Stone/moved; Grant/supported to approve the minutes of March 18, 2024 as presented. Motion carried.

7. PUBLIC COMMENT – Werner called for comments on agenda items or any other topic at this time. She allowed the public the option to add comment during the agenda items discussions.

Public comment was held until the agenda items were discussed.

8. OLD BUSINESS

a. Blight Ordinance discussion

Werner stated that this has been a recent topic of discussion with the Board.

Jens Hensel- He raised his concern for the property on the corner of Shady Lane and M22. He assumes this property is in a residential zone and he suspects the owner is running a business on this property. Steve Patmore stated that a permit for business has not been granted for this property. If indeed a business is being

conducted on the property, he would need evidence in order to do anything about it.

Werner reported that the Township and the Health Department have talked to the owner about the blight on the property. The Health Department did not find any old garbage being stored or evidence of rodents when they visited the property.

People are concerned because the roof is covered with plastic and may need significant repair.

Mr. Hensel would like the Board to verify whether or not a business is being run on the property.

The Board reviewed their previous discussions about writing a blight ordinance with the public. The Board has been working on a draft ordinance. Once a draft is written, the Township attorney would review it. The Board has found that this is a complicated matter and there are many considerations.

Clayton Tribel – He stated that townships do not have to have a blight ordinance as the State has one that can be used to enforce clean-up. He gave a copy of the State ordinance to Werner. The state ordinance was recently used in Traverse City. Tribel asked several questions about the property: Are minors living there? Have the owners' mental health been checked? Do they have the physical and/or financial capability to clean up the property? Do they have a plan? Are there people or organizations that can help them? What was the result of talking with the owner?

Julia Phillips - The definition in the State ordinance fits this situation. It also allows for a number of days to get the clean-up done, and if not, fees are assessed. The neighbors are seeing trucks pulling into the property.

Board members responded that this is a complex matter. Assessing fines rarely is effective. Fines are assigned and more fines are assigned and nothing gets cleaned or paid. The matter could go to court. The Township would have to pay attorney fees. The ordinance is difficult to enforce. The severity of the situation is a subjective judgment. There is a desire of the Board members to treat all residents fairly and respect the privacy and dignity of the people involved. It is difficult to decide how far to go with sanctions. The Board will look at the State ordinance that was presented.

Maureen Hensel – She is concerned that the property is a fire hazard and affects neighboring property. Werner stated that the Fire Department has looked at the property and are certain that they could handle a fire there if one should occur.

The Board expressed their concern for the property owners; that their privacy and dignity is protected and mental and physical help from the Township is offered.

Clayton Tribel - He feels that the ordinance process could work hand in hand with a humanitarian effort. He asked what would be the first step. Stone said the first step would be to have the attorney look at the state ordinance. Tribel would like that to happen by the next meeting.

Anne Avery – She feels that the neighbors are misunderstood. If the owner is receptive to help, there would be plenty of people willing to help.

Jens Hensel – He reiterated that the public would be willing to help. He suggested that the Board talk to surrounding townships to see what they do in similar situations.

Stone has investigated 6 of 11 township ordinances. He has been given advice that the Township should not write an ordinance if they are not ready to go all the way with it. Cases like these go the court and the cost for clean-up for the Township is far greater than the cost it would be for the owner to clean it up. Layman suggested that the neighbors write a letter of concern to the owner and they all sign it.

Christy Brow – she reported that the Township could use the State ordinance but could not make any changes to it.

Werner will share the MI blight ordinance to the lawyer and hopefully report back at the next meeting.

9. NEW BUSINESS

a. Assessor Committee Report

There have been two interviews for Angela Friske's position. Other applications have come in as well. Angela agreed to help out for another month.

Park & Rec 5-Year Plan Proposed contract – Todd Stone

Parks & Rec is using Steve Hannon to help put together the 5-year plan. He gave a proposal for his work for \$3,312. The Committee thought it would be reasonable to add an additional 10 hours (\$320) to the plan, if needed. Stone reviewed some of the goals of the Parks and & Rec. Steve Hannon could start working on now.

Grant/moved; Morio/supported to approve the Parks & Rec proposal for professional services at \$3,312 with an additional 10 hours (\$320) if necessary, coming out of the 245-248 Parks and Rec improvement line, bringing the total to \$3,632. Motion carried.

10. COMMITTEE, STAFF AND OFFICER REPORTS

a. Parks and Recreation Committee – Todd Stone

The Board had approved contracting for concrete pads for porta johns in the parks. One contractor was interested: Graham Builders would do it for \$2000.

Grant/moved; Layman/supported to approve the bid for \$2000 from Graham Builders for concrete pads at the parks. Motion carried.

Stone has obtained the soil erosion permit and he will notify the builder to make arrangements to get it done.

A work day is scheduled for April 27 and will start at Bingham Park. They will need lumber, a sander, and paint to repair tables.

Grant/moved, Werner/supported to approve \$175 for lumber, a sander, and paint for the Work Day on April 27. Motion carried.

Stone contacted Gosling-Czubak about doing the parking lot at Boughey Park for about \$75,000. They will put together a proposal for what they could do.

b. Building and Grounds Committee – Kathy Morio

Nothing new to report. Flooring will be put in after the May 7 election.

c. Cemetery Committee – Midge Werner

There will be a meeting on Friday. They will be discussing the tree work that needs to be done. There was discussion about a key to a building at Keswick cemetery. The key is missing and the door is unlocked.

d. Zoning Administrator/STR Administrator – Steve Patmore

A lot of permit applications came in. The ZBA granted a variance for a house on Sandy Beach Drive.

The STR's count is at 72. Patmore expects the STR's will be at the limit of 86 before it is over.

A Master Plan meeting will be next week.

We need to replace Charlie Dashner on the Planning Commission. There will be a notice in summer tax bill about the position. Another member is needed for the Parks & Rec as well. Heather Jordan is resigning and there will be an ad for her replacement.

e. Planning Commission – Steve Patmore, Jeff Layman

There will be a Special Work session meeting next week on April 23.

f. Fire Authority (documents mailed) – Sandra Grant

g. Assessor's Quarterly Report (January, April, July, October)

Angela Friske submitted a quarterly report.

Werner/moved; Grant/supported to approve the final report from Angela Friske. Motion carried.

h. Treasurer

No report.

i. Trustee

No report.

j. Clerk

- Vendor and Payroll Reports

Grant/moved; Stone/supported to approve payment of vendor invoices of \$20,182.93 and payroll of \$11,078.73. Motion carried.

691 absentee ballots were mailed out. Kathy Morio will not be running for re-election. If you are interested in running, applications need to be in by 4pm on April 23.

- k. Supervisor
No report

11. PUBLIC COMMENTS AND ANNOUNCEMENTS - None

12. ADJOURNMENT

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,
Cindy Kacin
Recording Secretary

BINGHAM TOWNSHIP
SPECIAL BOARD MEETING of MAY 1, 2024
MINUTES

1. CALL MEETING TO ORDER

Supervisor Midge Werner called the Bingham Township Board Special Meeting to order on Wednesday, May 1, 2024, at 11:00 a.m. at the Bingham Township Hall, 7171 Center Hwy., Traverse City, MI. The Notice of the Special Board Meeting was posted.

2. ROLL CALL – QUORUM PRESENT

Present: Midge Werner, Kathy Morio, Todd Stone, Jeff Layman, Sandra Grant

Absent: None

3. AGENDA APPROVAL

Moved by S. Grant/supported by T. Stone to accept the agenda. Agenda Approved.

4. CONFLICT OF INTEREST

None

5. PUBLIC COMMENT

None

6. BUSINESS - Review of Assessor Proposal

The board discussed the proposal that was presented; suggested a few revisions

-township clerk will assist assessor with providing copies

-clarity on breach of contract

-suggested the township attorney review the proposal

Moved by J. Layman/supported by T. Stone to give M. Werner, Supervisor and S. Grant Treasurer, authority to enter into the Assessor contract with Michigan Assessing Service, Inc. after review/approval by township attorney.

Roll Call Vote: Werner, Stone, Layman, Grant, Morio = YEAS

Nays: NONE Motion PASSED.

7. PUBLIC COMMENT AND ANNOUNCEMENTS - NONE

8. ADJOURNMENT

The meeting was adjourned at 11:25 a.m.

Kathy Morio, Clerk



THE
RUNNING WISE
LAW FIRM

FORD • CONLON • GERBERDING • GRIER

May 13, 2024

Via Email

Ms. Midge Werner, Supervisor
Bingham Township
7171 S. Center Highway
Traverse City, MI 49684

RE: Blight Issues and Blight Area Rehabilitation Act of 1945

Dear Midge,

It is my understanding that there is at least one property within the Township that contains old equipment, building material, parts of, or complete inoperable automobiles, parts of old appliances, and/or other material that is commonly considered to be unsightly or "junk" generally.

One Township resident, concerned about the state of such property, has raised a question as to whether Michigan's Blight Area Rehabilitation Act, Public Act 344 of 1945, MCL 125.71 et. seq. ("PA 344") could possibly provide a means to address this issue.

Having considered PA 344, in my view, the Act is designed more for large-scale blight removal projects in a municipality that encompass larger areas than just one property or other single separate properties. For example, PA 344, at MCL 125.74 discusses a "District area" within a municipality, a "Development Plan" and "Citizens district council" in relation to the area and plan. In addition, amongst the tools of PA 344, are the powers to acquire property by purchase, or even by condemnation, and the issuance of bonds and notes to help with the rehabilitation of the blighted area.

Kent E. Gerberding
Michael I. Conlon
Catherine D. Jasinski
Thomas A. Grier
Julie A. Gillum
Jeffrey R. Wingfield
Thomas J. Waters

Of Counsel:
Richard W. Ford
John W. Kline
Michael J. Long

Harry T. Running
(1911 - 1992)
William L. Wise
(1928 - 2014)
Miles C. Gerberding
(1930 - 2015)

Traverse City
1501 Cass Street, Suite D
PO Box 686
Traverse City, MI
49685-0686
Ph. 231.946.2700
Fax. 231.946.0857

In my years of experience of enforcing junk or blight ordinances in largely rural townships, villages and cities, I have never seen PA 344 applied. My sense is that it is more appropriate for larger urban areas.

That being said, the Michigan Township Association ("MTA") in the "Answer Center" of its website does include a model "Blight Elimination Ordinance" that cites PA 344 for the source of its authority. This model ordinance, which I have not seen implemented before, does appear to apply to individual properties and theoretically could be used. This is attached for reference as **Exhibit A**.

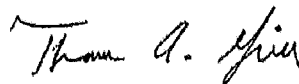
For further reference, however, attached is another model "Junk and Blight Ordinance", **Exhibit B**, which is widely used in northwest Michigan.

Both Cathy Jasinski and I, in my office, have had a fair amount of experience recently enforcing Exhibit B and similar ordinances in rural communities in northwest Michigan. It is not an easy process as there are many aspects to the enforcement.

It is ultimately a legislative decision whether the Bingham Township Board wants to adopt such an ordinance and to enforce it.

If you would like further information about this, please contact me.

Sincerely,



Thomas A. Grier

Whiteford Lawn Maintenance

7160 East Fouch Road * Traverse City, MI 49684

231-313-1907

Boughey Park	Mowing Services: \$90.00 Spring Clean Up: \$300.00 Fall Clean Up: \$395.00
Bingham Park	Mowing Services: \$90.00 Spring Clean Up: \$300.00 Fall Clean Up: \$395.00
Hendryx Park	Mowing Services: \$40.00 Spring Clean Up: \$70.00 Fall Clean Up: \$70.00
Township Hall	Mowing Services: \$68.00 Spring Clean Up: \$170.00 Fall Clean Up: 200.00
Maple Grove	Mowing Services: \$395.00 Spring Clean Up: 650.00 Fall Clean Up: \$750.00
Bingham Cemetery:	Mowing Services: \$185.00 Spring Clean Up: \$400.00 Fall Clean Up: \$590.00

April 24, 2024

Supervisor and Township Board
Bingham Township
7171 S. Center Hwy.
Traverse City, MI 49684

We are pleased to confirm our understanding of the services we are to provide Bingham Township for the fiscal year ending June 30, 2024.

We will audit the financial statements of the governmental activities, each major fund, the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Bingham Township as of and for the year ending June 30, 2024. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Bingham Township's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Bingham Township's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

Management's Discussion and Analysis.
Budgetary Comparison Schedules.

We have also been engaged to report on supplementary information other than RSI that accompanies Bingham Township's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, either in a separate written report accompanying our auditor's report on the financial statements or in a report combined with our auditor's report on the financial statements.

Combining and Individual Fund Financial Statements and Schedules
State Audit Division Auditing Procedures Report – Form L 3174.

Certified Public Accountants

Tobin & Co., P.C.
2301 Garfield Rd., N
Suite B
Traverse City, MI 49686-5167

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Audit Procedures for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safe guards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of you confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Bingham Township's compliance with the provisions of applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of Bingham Township in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have

changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Tobin & Co., P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of Michigan or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Tobin & Co., P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the State of Michigan or its designee. The State of Michigan or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to issue our reports no later than August 15, 2024. Jonathan Poortenga is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, will not exceed \$3,900.00 for the year ended June 30, 2024. Out-of-pocket costs will not exceed \$100.00. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on the anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. At your request, we will prepare the State Form F-65, and our fee for preparing it will be \$350.00.

Reporting

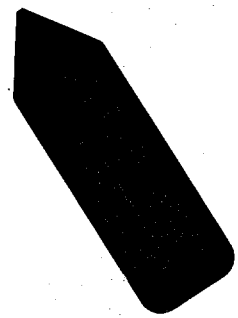
We will issue a written report upon completion of our audit of Bingham Township's financial statements. Our report will be addressed to management and those charged with governance of Bingham Township. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Bingham Township and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Tobin & Co., P.C.

Tobin & Co., P.C.



RESPONSE:

This letter correctly sets forth the understanding of Bingham Township.

By: _____

Date: _____

Bingham Township – Leelanau County, MI

Resolution #20240520.01

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Supervisor shall be as follows: Supervisor: \$19,820.72 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member:

Supported by board member:

Upon a roll call vote, the following voted: Aye: .

No:

Roll call Vote 5/20/2024: AYES: NO:

June 24, 2024: Resolution offered by board member:

Supported by board member:

Audience Vote June 24, 2024: ____ yes, ____ opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

Bingham Township – Leelanau County, MI

Resolution #20240520.02

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Treasurer shall be as follows: Treasurer: \$31,066.19 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member:

Supported by board member:

Upon a roll call vote, the following voted: Aye:

No:

Roll Call Vote 5/20/2024: AYE: NO:

June 24, 2024: Resolution offered by board member:

Audience Vote June 24, 2024: ___ yes, ___ opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

Bingham Township – Leelanau County, MI
Resolution #20240520.03

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Clerk shall be as follows:
Clerk: \$30,110.29 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member:

Supported by board member:

Upon a roll call vote, the following voted: Aye:

No:

Roll Call Vote 5/20/2024: AYE: NO:

June 24, 2024: Resolution offered by board member:

Supported by board member:

Audience Vote June 24, 2024 ___ yes, ___opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

Bingham Township – Leelanau County, MI

Resolution #20240520.04

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Trustees shall be as follows: Trustees: \$5,030.98 Base Salary for two trustees (\$2,515.49 each).

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member:

Supported by board member:

Upon a roll call vote, the following voted: Aye:

No:

Roll Call Vote 5/20/2024: AYE: NO:

June 24, 2024: Resolution offered by board member:

Supported by board member:

Audience Vote: June 24, 2024 ___ yes, ___ opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

**CONTRACTUAL AGREEMENT FOR
ZONING ADMINISTRATION SERVICES**

Between Suttons Bay & Bingham Township

THIS AGREEMENT is made the _____ day of _____ 20____ by and between the TOWNSHIP OF SUTTONS BAY, a Michigan General Law Township, with a mailing address of P. O. Box 457, Suttons Bay, Mi 49682, hereafter referred to as Suttons Bay, and the TOWNSHIP OF BINGHAM, a Michigan General Law Township, with a mailing address of 7171 S. Center Highway, Traverse City, Mi. 49684, hereafter referred to as Bingham.

THROUGH MUTUAL AGREEMENT, between Bingham and Suttons Bay for the purpose of maintaining reasonable costs for Zoning Administration services by Suttons Bay and Bingham, this agreement is established and effective July 1, 2024.

NOW THEREFORE BE IT RESOLVED AND AGREED, between Suttons Bay and Bingham that it is for their common interest that such a service be rendered in a manner hereinafter set forth, in consideration of the mutual promises and agreements herein set forth:

1. Suttons Bay agrees to provide Bingham with Zoning Administration services for the administration of Bingham's Ordinances, subject to the limitations hereinafter specified. This is considered to include reasonable attendance at necessary meetings as required by the following Bingham Entitles: Planning Commission, Township Board, or Zoning Board of Appeals.
2. Suttons Bay may employ more than one person for zoning administration. Presently the primary Suttons Bay Zoning Administrator is Steven Patmore. This individual is an employee of the Township of Suttons Bay but shall serve as the Bingham's Zoning Administrator so long as this contract shall remain in force. The Zoning Administrator may at any time be replaced by Suttons Bay with others of equal ability and qualifications. The salary and compensation of the Zoning Administrator is at the sole discretion of Suttons Bay. All direct supervision of the Zoning Administrator shall be by the appropriate committee consisting of two (2) Suttons Bay elected officials. Notwithstanding this provision the Zoning Administrator when acting on behalf of Bingham shall be considered an Agent of Bingham and under the direct supervision of the Bingham Supervisor. It is also understood that these services may be rendered from a location different from the Bingham Township Hall.
3. Bingham shall provide liability, errors and omissions insurance coverage for both the Suttons Bay and the Zoning Administrator during the time this Contract is in force for all claims that arise. Bingham shall indemnify, defend and save Suttons Bay Zoning Administrator, agents, and employees from and against all claims, damages, losses and expenses including reasonable attorney fees, and all demands, claims, liabilities, fines, penalties, and costs arising out of the professional performance of the Zoning Administrator's services provided to Bingham through

this agreement. Bingham shall furnish Suttons Bay with a copy of their policy evidencing this obligation, and shall also provide Suttons Bay thirty (30) days written notice of any cancellation.

4. It is understood and agreed between the parties hereto that all unusual expenses arising from occurrences such as educational conferences attended, legal proceedings, or matters not normal to the daily zoning function shall be billed at actual cost to the entity initiating the expense. These expenses shall be approved by the entity incurring such expenses before they are incurred. These expenses shall be billed on a monthly cycle by Suttons Bay.
5. Monthly reports shall be filed by the Zoning Administrator to the Bingham Supervisor reporting their month's activities specifically related to services rendered to Bingham during the month. Reports are due to the Supervisor at least one week prior to its regular monthly meeting. Any fees collected by the Zoning Administrator on behalf of Bingham shall be remitted by the 7th day of each subsequent month.
6. Bingham agrees to pay for the services provided herein on a monthly basis in an amount mutually agreed upon at the signing of this contract. The agreed upon annualized amount for this contract is \$23,790.18 and shall be paid in 12 equal payments of \$1,982.51 due on the 15th of each month that this contract is in force starting on July 1st, 2024. It is assumed that Bingham will use no more than 33% of the Zoning Administrator's time. In the event said assumption proves inaccurate, the amount paid to Suttons Bay may be adjusted based upon the mutual agreement of the parties to the Contractual Agreement
7. This agreement shall encompass the time period of July 1, 2024 through June 30, 2025 and will be renewable each succeeding year unless terminated as provided below. Any such renewal shall be mutually agreed upon 30 days prior to the expiration of this contract and shall include a reconsideration of terms and conditions contained herein.
8. This Agreement shall be terminable at the will of either party. Either Bingham or Suttons Bay may terminate this agreement for any reason, with or without cause, upon giving thirty (30) days written notice to the other party.

IN WITNESS THEREOF, the Township of Suttons Bay and the Township of Bingham have caused this agreement to be executed by their proper officers, with authority of their respective Board or officer, the day and year first above written.

TOWNSHIP OF BINGHAM

By: _____
Marian Werner, Supervisor

Dated: _____

By: _____
Kathy Morio, Clerk

Dated; _____

TOWNSHIP OF SUTTONS BAY

By: _____
Douglas Periard, Supervisor

Dated: _____

By: _____
Jean A. Moe, Clerk

Dated: _____

DRAFT

Bingham Township Budget 2024-25

To Be Approved June 24, 2024

as of March profit loss

	Budget 24-25	Year to date 23-24	Budget 23-24	% of Budget
Income				
245 . Interest Income	15,000.00	6,204.93	1,500.00	413.66%
400 . Revenues				
401 . Current Property Taxes	63,624.00	55,219.54	58,004.00	95.2%
405 . School Payment - Summer Tax Coll.	5,200.00	5,130.00	5,200.00	98.65%
420 . Delinquent Pers. Prop. Taxes	50.00	0.00	50.00	0.0%
445 . Penalties & Interest on Taxes	4,000.00	0.00	4,000.00	0.0%
474 . Short Term Rental Permits	25,800.00	21,300.00	25,800.00	82.56%
476 . Land Use Permits	5,000.00	1,200.00	5,000.00	24.0%
477 . Special Land Use Permits	400.00	0.00	400.00	0.0%
478 . Land Divisions	1,050.00	300.00	1,050.00	28.57%
479 . Appeals/Variances	200.00	0.00	200.00	0.0%
539 . Grants	0.00	25,000.00	226,000.00	11.06%
574 . State Revenue Sharing	283,695.00	237,102.00	282,130.00	84.04%
580 . Metro Funds	7,500.00	55.00	7,500.00	0.73%
642 . Ord. Books, Copies, FOIA Requests	50.00	0.00	50.00	0.0%
665 . Interest Income	15,000.00	5,447.77	1,000.00	544.78%
667 . Schoolhouse Rent	0.00	0.00	0.00	0.0%
675 . Cemetery Lots	1,500.00	2,700.00	1,000.00	270.0%
677 . Reimbursements	1,000.00	50.64	1,000.00	5.06%
687 . Refunds/Rebates	1,000.00	0.00	1,000.00	0.0%
699 . Transfer In (245 Funds)	0.00	0.00	0.00	0.0%
Total 400 . Revenue	415,069.00	353,504.95	619,384.00	57.07%
Unbudgeted Revenue		0.00		
Total Revenue	430,069.00	359,709.88	620,884.00	57.94%
Expenditures				
101 . Township Board				
101-702 . Trustee Salaries	5,030.98	3,593.52	4,791.41	75.0%
101-704 . Land Division Salary	600.00	450.00	600.00	75.0%
101-705 . Office Aide	2,346.00	1,095.37	2,346.00	46.69%
101-720 . Short Term Rental Overhead	10,000.00	0.00	10,000.00	0.0%
101-721 . Short Term Rental Administration	8,600.00	5,100.00	8,600.00	59.3%
101-722 . TPCI (MPO) Contract	3,700.00	0.00	3,700.00	0.0%
101-724 . Clean-up Day	4,500.00	0.00	4,500.00	0.0%
101-725 . Lawn Maintenance	17,000.00	12,420.00	13,000.00	95.54%
101-726 . Miscellaneous	2,000.00	201.97	2,000.00	10.1%
101-802 . Attorney	4,000.00	686.00	4,000.00	17.15%
101-803 . Audit	4,500.00	4,045.00	4,000.00	101.13%
101-805 . Dues (MTA, Planning)	4,600.00	0.00	4,000.00	0.0%
101-806 . Webmaster	600.00	450.00	600.00	75.0%
101-860 . Mileage	200.00	0.00	200.00	0.0%
101-865 . Insurance	9,376.00	2,026.00	7,825.00	25.89%
101-866 . HazMat	400.00	395.00	400.00	98.75%
101-920 . Street Lights	950.00	653.49	950.00	68.79%
101-955 . Education	1,000.00	641.32	1,000.00	64.13%
101-956 . Recording Secretary	1,200.00	750.00	1,100.00	68.18%
Total 101 . Township Board	80,602.98	32,507.67	73,612.41	44.16%

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Bingham Township Budget 2024-25

as of March profit loss

To Be Approved June 24, 2024

		Budget 24-25	Year to date 23-24	Budget 23-24	% of Budget
	171 . Supervisor				
	171-706 Supervisor Salary	19,820.72	14,157.63	18,876.88	75.0%
	Total 171 . Supervisor	19,820.72	14,157.63	18,876.88	75.0%
	215 . Clerk				
	215-701 . Clerk Salary	30,109.79	21,507.39	28,676.47	75.0%
	215-703 . Deputy Wages	1,700.00	1,609.72	3,240.00	49.68%
	215-705 . Clerical Assistant(Foia/Cemetery)	2,100.00	0.00	400.00	0.0%
	Total 215 . Clerk	33,909.79	23,117.11	32,316.47	71.53%
	247 . Board of Review				
	247-704 . Per Diem	2,090.00	2,090.00	2,090.00	100.0%
	Total 247 . Board of Review	2,090.00	2,090.00	2,090.00	100.0%
	253 . Treasurer				
	253-702 . Treasurer Salary	31,066.19	22,190.13	29,586.85	75.0%
	253-703 . Deputy Wages	500.00	0.00	500.00	0.0%
	253-705 . Clerical Assistant	500.00	0.00	500.00	0.0%
	253-956 . Miscellaneous	1,600.00	0.00	1,600.00	0.0%
	Total 253 . Treasurer	33,666.19	22,190.13	32,186.85	68.94%
	257 . Assessor				
	257-702 . Assessor Salary	28,639.35	21,479.49	28,639.35	75.0%
	257-703 . Asst. Assessor Salary	3,870.24	2,751.39	3,870.24	71.09%
	257-860 . Mileage	400.00	181.54	400.00	45.39%
	257-999 . Field Project	0.00	0.00	0.00	0.0%
	Total 257 . Assessor	32,909.59	24,412.42	32,909.59	74.18%
	262 . Elections				
	262-703 . Wages	10,000.00	3,876.75	9,000.00	43.08%
	262-727 . Supplies	4,000.00	2,313.25	1,700.00	136.07%
	262-728 . Shredding	200.00	85.55	175.00	48.89%
	262-860 . Mileage	600.00	80.13	500.00	16.03%
	262-930 . Machine Expenses	3,000.00	990.00	2,500.00	39.6%
	Total 262 . Elections	17,800.00	7,345.68	13,875.00	52.94%
	265 . Township Hall				
	265-727 . Supplies	3,200.00	1,511.40	3,200.00	47.23%
	265-728 . Postage	7,000.00	4,729.72	6,000.00	78.83%
	265-730 . Bills/ Assessment Notice	4,500.00	3,904.27	4,200.00	92.96%
	265-850 . Telephone	1,200.00	719.82	1,200.00	59.99%
	265-851 . Copy Machine	1,700.00	1,210.66	1,600.00	75.67%
	265-852 . Software Support	8,000.00	1,962.50	7,900.00	24.84%
	265-855 . Internet Access	1,300.00	809.90	1,300.00	62.3%
	265-900 . Advertising & Publishing	2,400.00	751.29	2,400.00	31.3%
	265-920 . Utilities - Electric	3,500.00	2,085.69	2,800.00	74.49%
	265-921 . Utilities - Gas	2,000.00	542.57	1,400.00	38.76%
	265-930 . Repairs/Maintenance	1,200.00	352.67	1,200.00	29.39%
	265-931 . Cleaning	900.00	253.96	900.00	28.22%
	265-932 . Waste Pickup	550.00	308.30	400.00	77.08%
	Total 265 . Township Hall	37,450.00	19,142.75	34,500.00	55.49%

Budget '23-'24

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Bingham Township Budget 2024-25

To Be Approved June 24, 2024

as of March profit loss

	Budget 24-25	Year to date 23-24	Budget 23-24	% of Budget
276 . Cemeteries				
276-701 . Sexton	450.00	129.60	432.00	30.0%
276-702 . Cemetery Clerk	1,200.00	900.00	1,200.00	75.0%
276-727 . Supplles/Maintenance	800.00	508.52	800.00	63.57%
276-920 . Utilitties (Keswick/Bingham Cem)	720.00	523.05	500.00	104.61%
276-932 . Waste pick-up	450.00	229.98	450.00	51.11%
Total 276 . Cemeteries	3,620.00	2,291.15	3,382.00	67.75%
721 . Planning				
721-704 . Planning Mtg. per Diem	5,700.00	1,610.00	5,700.00	28.25%
721-855 . Education	900.00	0.00	900.00	0.0%
721-956 . Recording Secretary	770.00	225.00	770.00	29.22%
Total 721 . Planning	7,370.00	1,835.00	7,370.00	24.9%
722 . Planning/Zoning Contract				
722-726 . Planning Services	8,914.15	4,457.06	8,914.15	50.0%
722-727 . Zoning Services	23,790.18	16,992.99	22,657.32	75.0%
Total 722 . Planning/Zoning Contract	32,704.33	21,450.05	31,571.47	67.94%
723 . Zoning Board of Appeals				
723-704 . Mtg. per Diem	855.00	0.00	855.00	0.0%
723-855 . Education	200.00	0.00	200.00	0.0%
Total 723 . Zoning Board of Appeals	1,055.00	0.00	1,055.00	0.0%
725 . Fire Authority				
725-704 . Mtg. per Diem	530.00	360.00	480.00	75.0%
Total 723 . Fire Authority	530.00	360.00	480.00	75.0%
755 . Parks				
755-704 . Park Rep per Diem	530.00	360.00	480.00	75.0%
755-727 . Supplies	500.00	76.24	500.00	15.25%
755-920 . Utilitties (Bing.Twp.Park)	300.00	215.13	300.00	71.71%
755-932 . Waste pick-up	800.00	655.56	800.00	81.95%
755-940 . Porta Potty Rental	3,200.00	2,482.75	3,200.00	77.59%
755-945. Park Improvements	11,425.00	3,262.13	11,425.00	28.55%
Total 755 . Parks	16,755.00	7,051.81	16,705.00	42.21%
6561 . Payroll Expenses - FICA	10,000.00	7,674.82	10,000.00	76.75%
Total Expenses w/o Capital Outlay & Fire:	330,283.60	185,266.22	310,930.67	59.58%
Total Revenues: \$430,069.00				
Total Expenses: \$330,283.60				
\$ 99,785.40				

ZONING ADMINISTRATOR'S REPORT BINGHAM TOWNSHIP

April 2024

For May 2024 Planning Commission & Township Board Meetings

LAND USE PERMITS ISSUED

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY BUILDINGS	Commercial/Other/Solar
APRIL 2024	9	2	3	4	0
Year To Date 2024	18	4	6	6	2
YTD 2023	15	2	4	7	2
YTD 2022	17	9	4	3	1
YTD 2021	23	8	3	7	5
YTD 2020	7	0	3	3	1
YTD 2019	10	3	5	1	1
YTD 2018	12	5	2	5	0
YTD 2017	11	4	3	3	1
YTD 2016	12	4	2	6	0
YTD 2015	13	6	5	1	1
YTD 2014	4	2	0	2	0

LUP 24-010	2301 S. Lake Leelanau Dr.	Accessory Building
LUP 24-011	3508 S. Skeba Rd.	Addition
LUP 24-012	2210 S. West Bayshore Dr.	Porch Addition
LUP 24-013	10622 E. Hilltop Rd.	Accessory Building
LUP 24-014	7352 S. Center Highway	Accessory Building
LUP 24-015	5344 S. West Bayshore Dr.	Single-Family Dwelling
LUP 24-016	6383 S. West Bayshore Dr	Accessory Building/Detached Garage
LUP 24-017	2320 S. Lake Leelanau Dr.	Deck Addition
LUP 24-018	9775 E. Bingham Rd.	Single-Family Dwelling

Several Permits in progress
Revisions to existing permits.
Questions on Land Use Permits, setbacks, zoning, permit process, etc.

Land Division

- Several inquiries about potential land divisions.

Zoning Board of Appeals:

- No Activity

Short Term Rental Administration

- 81 total applications received and reviewed so far in 2024.
- In process of reviewing and issuing renewal permits.
- Inquiries on renewals, permits, and the process are received every day.

Other Work:

- Special Use Permit Review.
- Master Plan review and revision.

2:39 PM

05/15/24

Accrual Basis

Bingham Township
Treasurer's Monthly Report
April 2024

	<u>Apr 24</u>
Income	
Property Tax Revenues	
665 . Interest Income	29.75
Total Property Tax Revenues	29.75
245 set aside	
665 . 245 interest income	122.09
Total 245 set aside	122.09
Regular Revenue	
474 . Short Term Rental Permit	2,100.00
476 . Land Use Permits	75.00
479 . Appeals/Variances	600.00
665 . Interest Income	24.89
Total Regular Revenue	2,799.89
Total Income	2,951.73
Expense	
General Expenses	
Expenses	21,784.45
Payroll Expense	11,278.73
Total General Expenses	33,063.18
Property Tax Expenses	
Service Charge from bank	69.95
Total Property Tax Expenses	69.95
Total Expense	33,133.13
Net Income	<u><u>-30,181.40</u></u>

Bingham Township Clerk and Treasurer Balance Sheet

As of April 30, 2024	
	Treasurer
101 . General Fund Cash: General Checking TCSB	518,904.38
General Investment 12 mo CD Northwestern	77,039.26
TOTAL	595,943.64
245 . Set Aside Fund:245 Fund Investment Acct.	
245 . Set Aside Fund:245-245 Area Improvements	15,924.19
245 . Set Aside Fund:245-246 Parks and Rec. Grant	62,254.34
245 . Set Aside Fund:245-247 Ingraham Foundation Grant	25,086.88
245 . Set Aside Fund:245-248 Parks and Rec. Improvements	7,405.58
245 . Set Aside Fund:245-259 Office Equipment	15,418.88
245 . Set Aside Fund:245-262 Elections	40,109.07
245 . Set Aside Fund:245-265 Schoolhouse	54,884.24
245 . Set Aside Fund:245-276 Cemetary	8,131.14
245 . Set Aside Fund:245-466 Roads	45,258.59
245 . Set Aside Fund:245-539 Grants	8,153.88
245 . Set Aside Fund:245-540 Federal Grant	123,461.61
245 . Set Aside Fund:245-721 Planning - Master Plan	22,899.32
245 . Set Aside Fund:245-752 Assessor Field Project	3,270.19
245 . Set Aside Fund:245-802 Attorney	10,215.34
TOTAL	442,473.25
Total Money in Bingham Township Accounts	\$1,038,416.89
Difference	0.00

Bingham Township Vendor Balance Summary All Transactions

	<u>May 20, 24</u>
A. Rink Architects, Inc.	2,800.00
BS&A Software	4,755.00
Cathy Core	45.35
Charter Communications cable	169.97
Cherryland Electric Cooperative	96.41
Consumers Energy	407.20
Cynthia A. Kacin	225.00
Election Source	271.80
GFL Environmental	311.70
Graham Builders LLC	3,500.00
Julius Bunek Plumb. Heat. Elect. LLC	10,615.00
Leelanau Enterprise & Tribune	171.57
Municipal Underwriters of Michigan, Inc.	7,964.00
Netlink Business Systems	1,661.50
Networks Northwest (NW MI COG)	5,606.66
Northrn Building Supply	179.39
Paul Whiteford	2,550.00
Pitney Bowes Global Financial Servies LLC	174.66
Running, Wise & Ford, P.L.C.	70.00
Sandra Grant	276.24
Staples	387.85
Steven Patmore	2,000.00
Suttons Bay Township	1,888.11
Todd Stone	85.01
Wells Fargo Financial Leasing, Inc	77.08
TOTAL	<u><u>46,289.50</u></u>

Graham Builders LLC
(Final)

\$ 9,270.00

\$55,555.95

Bingham Township Payroll Transactions by Payee April 16 through May 20, 2024

Date	Name	Amount
Michigan Treasury 05/20/2024	Michigan Treasury	-545.50
Total Michigan Treasury		-545.50
United States Treasury 05/20/2024	United States Treasury	-2,694.64
Total United States Treasury		-2,694.64
Ard {ew}, Pat 05/20/2024	Ard {ew}, Pat	-83.11
Total Ard {ew}, Pat		-83.11
Brown, Michael K 05/20/2024	Brown, Michael K	-412.31
Total Brown, Michael K		-412.31
Clark, Kim R. 05/20/2024	Clark, Kim R.	-387.32
Total Clark, Kim R.		-387.32
Core, Peggy N. 05/20/2024	Core, Peggy N.	-1,206.07
Total Core, Peggy N.		-1,206.07
Coulter {ew}, Dorothy Jean 05/20/2024	Coulter {ew}, Dorothy Jean	-96.97
Total Coulter {ew}, Dorothy Jean		-96.97
Fleischer, Laura L 05/20/2024	Fleischer, Laura L	-110.82
Total Fleischer, Laura L		-110.82
Friske, Angela 05/20/2024	Friske, Angela	-2,038.65
Total Friske, Angela		-2,038.65
Grant, Dennis 05/20/2024	Grant, Dennis	-123.34
Total Grant, Dennis		-123.34
Grant, Lee G 05/20/2024	Grant, Lee G	-252.81
Total Grant, Lee G		-252.81
Grant, Sandra K 05/20/2024	Grant, Sandra K	-1,986.40
Total Grant, Sandra K		-1,986.40
Gulley, Deborah T 05/20/2024	Gulley, Deborah T	-218.04
Total Gulley, Deborah T		-218.04
Hawtof, Gwen D 05/20/2024	Hawtof, Gwen D	-105.72
Total Hawtof, Gwen D		-105.72

Bingham Township
Payroll Transactions by Payee
April 16 through May 20, 2024

<u>Date</u>	<u>Name</u>	<u>Amount</u>
Hutton, Timothy L 05/20/2024	Hutton, Timothy L	-72.68
Total Hutton, Timothy L		-72.68
Jasinski, Catherine D 05/20/2024	Jasinski, Catherine D	-132.15
Total Jasinski, Catherine D		-132.15
Layman, Jeffrey H 05/20/2024	Layman, Jeffrey H	-175.87
Total Layman, Jeffrey H		-175.87
McCann, Janelle 05/20/2024	McCann, Janelle	-105.72
Total McCann, Janelle		-105.72
Morio, Dennis P 05/20/2024	Morio, Dennis P	-204.83
Total Morio, Dennis P		-204.83
Morio, Kathy 05/20/2024	Morio, Kathy	-2,080.44
Total Morio, Kathy		-2,080.44
Morris, Julie A 05/20/2024	Morris, Julie A	-99.12
Total Morris, Julie A		-99.12
Park, J Michael 05/20/2024	Park, J Michael	-70.48
Total Park, J Michael		-70.48
Pawlowicz, James L 05/20/2024	Pawlowicz, James L	-61.66
Total Pawlowicz, James L		-61.66
Sinclair, Timothy R 05/20/2024	Sinclair, Timothy R	-69.26
Total Sinclair, Timothy R		-69.26
Stone(trustee), Todd 05/20/2024	Stone(trustee), Todd	-211.12
Total Stone(trustee), Todd		-211.12
Werner, Marian E 05/20/2024	Werner, Marian E	-1,364.87
Total Werner, Marian E		-1,364.87
Woods, Mary E 05/20/2024	Woods, Mary E	-123.34
Total Woods, Mary E		-123.34
TOTAL		-15,033.24