

**BINGHAM TOWNSHIP
REGULAR MEETING MINUTES
JANUARY 18, 2021**

1. CALL TO ORDER

Supervisor Werner called the Bingham Township Regular Board Meeting to order on Monday, January 18, 2021, at 7:00 p.m. via zoom meeting.

2. ROLL CALL-QUORUM PRESENT

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

Absent and excused: None

Staff Present: Recording Secretary, Marge Johnson; Steve Patmore, Zon. Admin.

Guests Present: Nancy Popa, Jordan Fehrenbach, Eric Carlson

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Midge Werner/moved, Kathy Morio/supported, to approve the Agenda as presented, PASSED.

5. CONFLICT OF INTEREST

None stated.

6. APPROVAL OF MEETING MINUTES – December 21, 2020

Todd Stone/moved, Jeff Layman/supported to approve the December 21, 2020 Minutes as presented, PASSED.

7. PUBLIC COMMENT

None.

8. OLD BUSINESS

a. Short Term Rental Report - Steve Patmore

Steve Patmore – Have received 44 applications and has reviewed about 30.

Still getting calls on how to apply. Host Compliance - compliance monitoring company, helps to identify who is doing short term rentals in the township. Host Compliance is set up to do monitoring.

Suttons Bay township uses Host Compliance.

HOST COMPLIANCE PRICING

1. Mobile Registration: \$5,000/year (Bingham doesn't need at this time)
2. Address identification-\$5,400/year-identifies the listings
3. Compliance Monitoring-\$2,137/year (Township will do this)
4. Rental Activity Monitoring - \$2,850/year
5. 24/7 Dedicated Hotline-\$1,140/year

Steve Patmore recommends: 2. Address identification \$5,400
and 5. Dedicated Hotline \$1,140

and 4. Rental Activity Monitoring \$2,850 to keep track of the number
of stays and duration in the ordinance

TOTAL: \$6,540 (No. 2 & 5) approximately \$76/permit
\$9,390 (No.2,4 &5) approximately \$109/permit

DISCUSSION:

Midge Werner- Seems like a firm we would like to work with, etc. Think the rental activity monitoring should be for the first year. This company can check that. Need to make sure short term rental owners follow the ordinance.

Steve Patmore - Need a day of training for with Host Compliance

Steve Patmore - Rental monitoring is time intensive to go thru 50 websites.

Midge Werner - Neighbors will be given person's contact number or can go to 800 Number.

Midge Werner - Looking at 2, 4 & 5 - would cost \$9,390 for Host Compliance.

Steve Patmore - It is a yearly contract; it can be changed.

Steve Patmore- Ordinance allows 86 permits. Think a lot of people don't know about it.

Sandra Grant - 40 permits have taken in \$12,000. Expenses will be Host Compliance, and the person in charge of STR. Think could try it, if we are going to enforce the ordinance, need something to back it up.

Kathy Morio - Let's get it up and running and monitor it.

Kathy Morio/moved, Todd Stone supported, to accept Host Compliance No. 2 - Address identification at \$5,400/year, No. 4 - Rental Activity Monitoring at \$2,850/year, and No. 5 - 24/7 Dedicated Hotline at \$1,140/year which totals \$9,390/year to monitor Bingham Township Short Term Rentals.

**Roll call vote: Yes: Todd Stone, Kathy Morio, Midge Werner, Sandra Grant, Jeff Layman
No: None. Motion passed.**

Steve Patmore will contact Host Compliance.

9. NEW BUSINESS -

a. Approval of New Planning Commission Member to fill vacancy
Midge Werner said she spoke to Mary Woods who has agreed to serve on the Planning Commission. Midge Werner wants to appoint Mary Woods to the PC. Mary Woods would fill Jeff Layman's remaining term, since he was elected township trustee, Nov. 3, 2020. Jeff Layman asked if this is standard procedure. Midge Werner said that supervisors may make appoints to the planning commission.

Sandra Grant/moved, Kathy Morio supported, to confirm supervisor's appointment of Mary Woods to the Planning Commission.

*Roll call vote: Yes: Todd Stone, Kathy Morio, Midge Werner, Sandra Grant, Jeff Layman.
No: None. Motion passed.*

10. COMMITTEE, STAFF AND OFFICERS REPORTS-

a. Park and Recreation Committee -

Todd Stone said they are continuing work on a plan for Groesser Park, and started discussion on next year's budget. Tree trimming should begin any time. Midge Werner will set up a township zoom account that the Park and Rec. committee can use.

b. Building and Grounds - None.

c. Cemetery Committee – The big iron gate at Maple Grove cemetery needs repair.

d. Zoning Administrator – Steve Patmore is working with Angela Friske on some land divisions; did site plan review for Planning Commission.

e. Planning Commission - Will need to work on the Master Plan soon. Midge Werner said the township has some funds set aside for the Master Plan.

f. Fire Authority - Documents emailed to the township board.

g. Assessor's Quarterly Report -

Midge Werner/moved, Sandra Grant supported, to accept Assessor's quarterly report.

Roll call vote: Yes: Todd Stone, Kathy Morio, Midge Werner, Sandra Grant, Jeff Layman

No: None. Motion passed.

h. Treasurer –

A new deputy treasurer, Michelle Mikowski was sworn in on December 9, 2020.

Sandra Grant, if necessary, may hold the disbursement that goes to the township, until the reimbursement check comes from Suttons Bay school.

Midge Werner/moved, Jeff Layman, supported, to accept treasurer's recommendation to hold the disbursement to the township until reimbursement check comes from Suttons Bay school.

Roll call vote: Yes: Todd Stone, Kathy Morio, Midge Werner, Sandra Grant, Jeff Layman.

No: None. Motion passed..

i. Trustees Report - Jeff Layman said he is ready to get back to regular, in person, board meetings.

j. Clerk - Vendor and Payroll

Vendor balance is \$4,001.21. Payroll Report is \$9,500.30.

Midge Werner/moved, Sandra Grant/supported, to approve the Vendor Balance of \$4,001.21 and Payroll Report of \$9,500.30.

Roll call vote: Yes: Todd Stone, Kathy Morio, Midge Werner, Sandra Grant, Jeff Layman.

No: None. Motion passed.

Kathy Morio said the final copy of the township audit is in the board packet; audit was for the last fiscal year.

k. Supervisor - Last month we did Board of Review appointments for a 1- year term but was supposed to be for a 2-year term.

Midge Werner/moved, Kathy Morio/supported to correct action from December board meeting, to appoint Board of Review members to a 2-year term.

Roll call vote: Yes: Todd Stone, Kathy Morio, Midge Werner, Sandra Grant, Jeff Layman.

No: None. Motion passed.

11. **PUBLIC COMMENTS AND ANOUNCEMENTS** - Kathy Morio was in the township hall basement and noticed a tool box and wondered who it belonged to. Steve Patmore thinks that it belongs to the township for the cemetery. Midge Werner suggested that Kathy Morio check with Loren Lardie.

12. **ADJOURNMENT** - The meeting was adjourned at 8:14 p.m.

**Minutes by Marge Johnson, Recording Secretary
Kathy Morio, Clerk**