

**BINGHAM TOWNSHIP  
REGULAR BOARD MEETING AGENDA**

**April 19, 2021 7pm**

By Phone: (929)205-6099 US(New York)

ZOOM MEETING ID: 842 5963 4955 PASS CODE: 436103

<https://us02web.zoom.us/j/84259634955?pwd=UGVjYVoyZ3RDUEExTRzJCM2VueWpwUT09>

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. AGENDA APPROVAL**
- 5. CONFLICT OF INTEREST**
- 6. APPROVAL OF March 15, 2021 MEETING MINUTES**
- 7. PUBLIC COMMENT**
- 8. OLD BUSINESS-Drainage District Discussion**
- 9. NEW BUSINESS**
  - a. May 15<sup>th</sup> Clean-up Day-Midge Werner
  - b. Park Ordinance Amendment-Todd Stone
  - c. Three Trees Vineyard, Inc. Small Winemaker License Resolution-Steve Patmore
  - d. Covid Preparedness & Response Plan-Supervisor/Clerk
  - e. New Copy Machine Lease-Kathy Morio
- 10. COMMITTEE, STAFF AND OFFICER REPORTS**
  - a. Parks and Recreation Committee – Todd Stone
  - b. Building & Grounds Committee
  - c. Cemetery Committee
  - d. Zoning Administrator/STR Administrator
  - e. Planning Commission
  - f. Fire Authority (documents emailed)
  - 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**

**DRAFT**  
**BINGHAM TOWNSHIP**  
**REGULAR MEETING MINUTES**  
**MARCH 15, 2021**

**1. CALL TO ORDER**

Supervisor Midge Werner called the Bingham Township Board Meeting to order on March 15, 2021, at 7:00 p.m. at the Bingham Township Hall, 7171 Center Hwy., Traverse City, MI, 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

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by everyone present.

**4. AGENDA APPROVAL**

*Sandra Grant/moved, Jeff Layman/supported, to approve the Agenda as submitted  
**PASSED.***

**5. CONFLICT OF INTEREST**

None stated.

**6. APPROVAL OF FEBRUARY 15, 2021 MINUTES**

*Sandra Grant/moved, Kathy Morio/supported, to approve the February 15, 2021  
Minutes, **PASSED.***

**7. PUBLIC COMMENT**

No public comment.

**8. OLD BUSINESS**

No old business.

**9. NEW BUSINESS**

- A. Lee Point Drainage District-Steve Christianson, Drain Commissioner,  
and Brendon Mullane, Leelanau County Road Commission Manager

Steve Christianson, Drain Commissioner, and Brendon Mullane, Leelanau County  
Road Commission Manager, discussed a proposal to establish and construct a

new county drainage district to address the undersized culvert road crossing and flooding associated with several drainage ways out letting to West Grand Traverse Bay (Lake Michigan) along the southerly and easterly side of S. Lee Point Rd. These crossings and multiple branch drain outlets are generally located between M-22 to the west and S. Bay Ridge Ln to the east in Bingham Township.

Discussion - Drain Commissioner & Road Commission Manager  
Lee Point Drainage District

- A Lee Point Drainage District would be appropriate to solve the drainage problems on Lee Point Rd.
- In a district it looks at an area that generates the water and then concentrates on the people who are getting flooded and a solution for the flooding.
- Individuals may initiate an application to obtain signatures which would be turned in.
- Next step is circulating a Petition for Locating, Establishing and Constructing A Drain or Any Portion Thereof for A Municipality which allows the Drain Commissioner to move forward with the district.
- Drain Commissioner holds board of determination meeting to see if there is a need for the district (3 people with an alternate) with evidence shown to them. If they decide there is a need for the district, it becomes a project.
- Move forward with engineering, garnering easements and have a scope meeting to let everyone know what is going on and determine a path.
- Final engineer design and going out for bids.
- Once the contractor is chosen, the project is installed.
- A tally is done, the money coming to the district for the project is at large entities and the people in the district. (At large entities can pick 20-30% of the project - Road Commission, MDOT and the Township). (Township pays 15 to 25-30%). Everyone in the district gets an assessment for paying.
- Money is borrowed against the district and the project is funded.
- The assessments are done at the end of the project.
- Bingham Township has the capability of adopting a Resolution to chose a person from the township, the authority, to go ahead and do an application and a petition for a district.

Answers to questions from the Board

- Project would be done next year, need to get easements which are outside the road right of way for construction of the drain and future maintenance.
- Project would be financed over a number of yrs. depending on the size of the project, and costs per year.
- Drain Commissioner has the power to condemn property, could find a new route and work with those property owners.
- Cost estimates - \$250,000 - \$350,000 for the project - amount that would get financing for.
- Work with a bank to get financing on these projects.
- Bill goes on December 1 property tax bill for the residents in the district every year.

- District is the area is a watershed that contributes water to the problem spot.
- Problem spot, the culvert, is where the work is done.
- Each of the outlets have to be maintained by the Road Commission

#### Public comment

- Neil Englehart, 3780 S. Lee Point Rd. said his property is right by the culvert on S. Lee Point Rd. that has flooded over the years. Encourage the Board to not petition for a drain district at this point without getting more input from the affected residents. Flooding is caused by excessive rain. It would be better if the property owners in the affected area submit the petition. Feels a larger culvert could fix the problem.

#### Board Comments -

- Midge Werner - this meeting is to give the township information about a drainage district. A public information meeting will be held in the future.

### **10. COMMITTEE, STAFF AND OFFICER REPORTS**

#### a. Parks and Recreation Committee.

Todd Stone said the Committee addressed the existing ordinance; Committee agreed that the park would be open from dawn to dusk and would come to the Board to amend that section of the ordinance. Will look at making an exception for Bingham Park during the winter months. Committee moving forward with design for Groesser Park.

Dan Rose, lives adjacent to Boughey Park, commented on the hours being proposed for Boughey Park to be open and the problems at the park.

Midge Werner suggests putting a light at Boughey Park.

#### b. Building & Grounds -

Peggy Core prepared for Clerk, Kathy Morio, Board members and staff, Potential Addition - Floor Plan Notes/Explanation. The floor plan is just a first draft for review in order to continue dialog regarding needed space and placement, and to encourage further thought about layout options, visitor traffic flow, etc. The population of Bingham Township is continually growing, resulting in the potential future need for more staff and services.

The Board reviewed the potential addition plans submitted by Peggy Core. Kathy Morio said this proposal comes from the need to sequester election workers who count absentee ballots. Discussion followed about the proposed project. Addition size of 17 x 25 feet = 425 square feet. Midge Werner said we need to get someone to take a look at the proposed project, suggests Andy Rink and Jon Walter.

#### c. Cemetery Committee - Midge Werner said a bid was received for repair of

the entry gate area at Maple Grove Cemetery. Someone else is submitting a bid with some ideas. Kathy Morio - would like to renew membership of \$40.00 to Michigan Association of Cemeteries.

d. Zoning Administrator - Steve Patmore said number of permits is increasing, lots of questions on what can be done. Short term rentals - 49 permits done, 2 pending permits, for total of 51 permits. Working with Host Compliance.

e. Planning Commission - Held public hearing and approved three zoning ordinance amendments (housekeeping). Formed master plan committee. April meeting cancelled. Next meeting - May 6, 2021.

f. Fire Authority - Documents e-mailed to township board. Fire Board approved the 2021-2022 Budget. Special meeting - March 24th.

g. Assessor - No report.

h. Treasurer - Settled with the county.

i. Trustee - No report.

j. Clerk - Vendor Balance and Payroll

Clerk Morio submitted Vendor Balance of \$6,191.57 which includes \$40 membership to Michigan Association of Cemeteries. Payroll - \$11,226.05.

***Sandra Grant/moved, Todd Stone/supported, to approve Vendor Balance of \$6,191.57 and Payroll of \$11,226.05, PASSED.***

Kathy Morio said the township hall is currently not being rented. Consensus not to rent the township hall due to COVID.

Dorothy Jean Coulter submitted the Library's Audit Report.

k. Supervisor - Township now allowed to have in person meetings at the township hall, can have 24 people with social distancing. Zoom meetings should be continued. Next meeting - discussion by Lake Association to establish lake board.

11. **Public Comment** - None.

12. **Adjournment**

Midge Werner adjourned the meeting at 9:00 p.m.

**MINUTES BY MARGE JOHNSON, RECORDING SECRETARY  
KATHY MORIO, CLERK**

**Mark Bevelhymmer**

280 Hughes Dr.  
Traverse City, MI 49686

231-943-8088 Main  
231-943-8068 Fax  
231-624-1501 Cell  
markb@americanwaste.org



*Excellence in Environmental Services*



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

Dear Midge,

Thank you for the opportunity in allowing us to submit a proposal for your clean-up that will be held at the Leelanau County Road Commission Garage in Suttons Bay.

The scheduled date for your clean-up will be as follows:

May 15, 2021 from 9.00 a.m. to 12.00 noon

The billing rates for 2021 will be as follows:

Garbage Truck with Driver / Helper	\$180.00 per hour – portal to portal
MSW – (Trash) will be:	\$ 35.00 per compacted yard

Thank You for the opportunity in providing these services for you, as we are looking forward to the upcoming 2021 season.

If you have any questions, please contact me at the office at 231-943-8088 or my cell at 231-624-1501.

Regards,

  
Mark Bevelhymmer  
General Manager

We the undersign officials would like to confirm and accept this proposal as noted above.

X\_\_\_\_\_ X\_\_\_\_\_

Date Accepted\_\_\_\_\_

Kalkaska  
231.258.9030

Traverse City  
231.943.8088

Elmira – Charlevoix – Gaylord  
231.547.2162

Harrison – Clare County  
989.588.6000

Lake City – Cadillac  
231.839.5926

**TOWNSHIP OF BINGHAM**  
**COUNTY OF LEELANAU, STATE OF MICHIGAN**  
**ORDINANCE NO. \_\_\_\_\_**

**ADOPTED: \_\_\_\_\_**

**EFFECTIVE: \_\_\_\_\_**

**AMENDMENT TO BINGHAM TOWNSHIP PARK ORDINANCE**

An ordinance to amend the Bingham Township Park Ordinance No. 01-071816 ("Ordinance to Regulate Activities within Township Parks") to amend the Time of Use, to clarify after-hours use; to repeal all ordinances or parts of ordinances in conflict therewith; and to provide an effective date.

**THE TOWNSHIP OF BINGHAM, LEELANAU COUNTY, MICHIGAN**

**ORDAINS:**

**Section 1. Title**

This Ordinance shall be known as and may be cited as an amendment to the Bingham Township Park Ordinance (Ordinance No. 01-071816), Ordinance to Regulate Activities within Township Parks.

**SECTION 2. Time of Use**

In Section 2, the "Time of Use", shall be amended to read as follows:

PARKS shall be open to public use from "Sunrise to Sunset". PARKS shall be closed to public use from "Sunset to Sunrise". Nothing in this Section shall restrict persons engaged in ice fishing from using the PARKS for ingress or egress to West Grand Traverse Bay and South Lake Leelanau, as provided in Section 5 of the Parks Ordinance.

**SECTION 3. SEVERABILITY**

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

**SECTION 4. REPEAL**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5. EFFECTIVE DATE**

This ordinance shall take effect 30 days after publication in the Leelanau Enterprise.

***Suttons Bay / Bingham***

Planning & Zoning Office

P.O. Box 457

Suttons Bay, MI 49682

(231) 271-2722 phone

(231) 271-2773 fax

April 15, 2021

To: Bingham Township Board

From: Steve Patmore, Zoning Administrator



Re: Request for Small Winemakers License  
Three Trees Vineyard, Inc.  
5200 S. Elm Valley Road  
Bingham Township

Three Trees Vineyards recently purchased an existing vineyard on Elm Valley Road and is submitting an Application to the Michigan Liquor Control Commission (MLCC) for a Small Winemakers License at 5200 S. Elm Valley Road, Suttons Bay. As you may recall, the MLCC requires the applicant for any new license to request Local Government Approval by Resolution.

Attached is the proposed Resolution, a letter of request from Three Trees Vineyard, Inc., and a packet of information that they submitted to me.

Initially the actual wine production will occur at another location, however, they need the Small Winemakers License to have wine manufactured under their label.

The letter of request clearly states that they acknowledge that they will need a special land use permit from the Planning Commission to operate a tasting room or on-site sales, and that they understand that a recommendation from the Township Board for the Small Winemakers License is not a guarantee that such a permit may be issued.

If the Board does not recommend approval, the reasons must be listed.

**Suggested Board Motion:**

***Motion to adopt Bingham Township Resolution No. \_\_\_\_\_, to (recommend / not recommend) that the application from Three Trees Vineyard, Inc for a Small Winemakers License to be located at 5200 S. Elm Valley Rd., Suttons Bay, be considered for approval by the Michigan Liquor Control Commission.***

***This Resolution is being approved with the understanding that a Special Land Use Permit is necessary from Bingham Township for any on-site sales or tasting, and that approval of this Resolution by the Township Board does not guarantee approval of any Special Land Use Permit by the Planning Commission.***

(If the application is not recommended, the reasons must be listed in the Resolution)

***Roll call vote required***



**BINGHAM TOWNSHIP**  
**Preparedness and Response Plan**

***April 19, 2021***

**Introduction**

The novel coronavirus ("COVID-19") pandemic is a respiratory infection that has spread throughout the United States, including Michigan, bringing thousands of deaths, resulting in tens of thousands of confirmed cases, and deeply disrupting this state's economy, homes, educational, civic, social, and religious institutions.<sup>1</sup> At this time, there is no known vaccine to treat COVID-19 and Executive Orders issued by the Governor require governmental agencies that remain open for in-person work to develop a COVID-19 preparedness and response plan consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration ("OSHA").<sup>2</sup>

The Department of Labor ("DOL") and OSHA have stated that it is important to plan now for potential COVID-19 outbreaks in order to reduce the impact of these outbreaks at the workplace. Pursuant to Executive Order 2020-97, the Gull Lake Sewer & Water Township Board ("Township") has adopted this Preparedness and Response Plan ("Plan") to promote the health, safety and general welfare of its employees and public offices in order to reduce the impact of COVID-19 infections at the workplace.

This Plan designates Midge Werner, supervisor, as the Township's Workplace Coordinator to oversee and implement the policies of this Plan. Kathy Morio, clerk, is designated as back-up Workplace Coordinator in the event that Midge Werner is absent, sick or otherwise unavailable to oversee and implement the policies of this Plan. Midge Werner may appoint such others as Workplace Coordinator as needed.

**1. Symptoms of COVID-19:**

Employees of the Township should familiarize themselves with the symptoms for COVID-19 for self-monitoring purposes. Any employee experiencing COVID-19 symptoms should immediately inform the Workplace Coordinator and go home. The Centers for Disease Control and Prevention ("CDC") describes symptoms for COVID-19 to include:

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<sup>1</sup> EO 2020-97.

<sup>2</sup> EO 2020-97. See paragraph 1(a).

- Cough
- Shortness of breath or difficult breathing
- Fever
- Chills
- Muscle Pain
- Sore Throat
- New loss of taste or smell
- Congestion or runny nose
- Headache
- nausea, vomiting, or diarrhea<sup>3</sup>

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<sup>3</sup> <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

## **2. Preventative Measures**

### **Working Remotely**

All employees must work remotely to the extent that they can.

### **Daily screening for workers**

Employees who are sick must stay home. Pursuant to Executive Order 2020-97, any employee or contractor entering the workplace is required to answer a questionnaire covering the symptoms and suspected or confirmed exposure to people with possible COVID-19 contact or infections.

The Workplace Coordinator shall ask or provide a questionnaire to every worker or contractor entering the Township work place the following questions:

1. Are you feeling sick?
2. Are you experiencing any COVID-19 symptoms?
3. In the past 72 hours did you have a fever?
4. Have you been exposed anyone who is a suspected case or confirmed case of COVID-19?

Any employee or contractor entering the Township work place who answers “yes” to any of these questions shall be sent home and may not return to work until the provisions of Section 4, “Sick Employees Returning to Work” are satisfied.

### **Self-Monitoring**

Employees must monitor themselves and self-report if they are exposed to COVID-19 and/or are experiencing any symptoms. Employees experiencing COVID-19 symptoms shall leave work immediately. Employees shall immediately disclose to the Workplace Coordinator if s/he was exposed to COVID-19. Any employee who knowingly comes in contact with COVID-19 or is experiencing COVID-19 symptoms must inform his/her employer immediately.

### **Social Distancing**

Employees shall comply with social distancing standards defined by the Centers for Disease Control and Prevention (“CDC”). The CDC defines “social distancing” to mean keeping space between yourself and other people outside your home.<sup>4</sup> Employees are required to stay at least **six (6)** feet away from other people and shall not gather in groups where social distancing standards cannot be satisfied. Ground markings, signs, and barriers will be installed to direct and

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<sup>4</sup> <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>

remind employees as appropriate.

### **Increased Facility Cleaning and Disinfection**

The spread of COVID-19 occurs most frequently between people who are in close proximity to each other (less than 6 feet).<sup>5</sup> The Township shall provide and ensure sufficient hand cleaners, disinfecting supplies and sanitizers. Employees are required to clean and disinfect their workspaces daily. Employees shall clean their work spaces with soap and water if disinfectant cleaners are not available.

In the event of a positive COVID-19 case extra measures shall be taken to clean and disinfect the premises before employees are allowed to return, including disinfection of every surface, especially public area and those surrounding the workspace of the infected employee.

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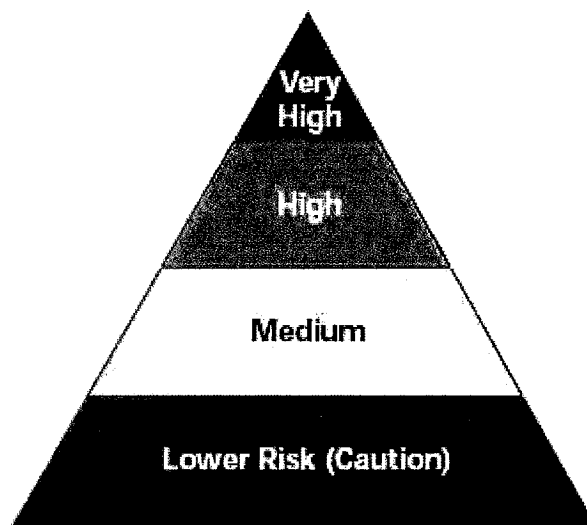
<sup>5</sup> [https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprepare%2Fcleaning-disinfection.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprepare%2Fcleaning-disinfection.html)

### **Proper Workplace Hygiene Etiquette**

Employees must wash hands regularly with soap and water for at least 20 seconds and use alcohol-based hand sanitizers when available. Employees should not use co-workers' telephones, workspaces or other personal items unless sanitized. Employees must disinfect their workspaces daily.

### **Classifying Department Risks**

The Township Board shall examine every department and employee's job description according to the worker exposure risk to COVID-19 pursuant to the Occupation Risk Pyramid developed by OSHA:



The Township will provide the appropriate Personal Protection Equipment to employees based on the individual occupational risk.

### **Personal Protection Equipment ("PPE")**

Employees are encouraged to wear PPE to prevent exposure to contaminated surfaces. PPE includes gloves, protective eyewear, face shields, masks and respirators. PPE will be provided to workers who are at greater risk to exposure. Executive Order 2020-97 states that employees are required to wear masks where the work environment is such that they cannot consistently maintain six (6) feet of separation from other people.

### **Travel**

All employee travel shall be restricted unless that travel is essential to the conducting of Township business. The Township encourages all employees to use PPE while on public transportation while traveling to and from the Township office.

### **3. Suspected or Confirmed COVID-19 Cases.**

***“Suspected COVID-19 Case”*** means an employee who experiences COVID-19 symptoms or was exposed to COVID-19.

- An employee who experiences COVID-19 symptoms or has been exposed to an infected person shall immediately notify the Workplace Coordinator.
- The infected employee’s name shall remain confidential and the Workplace Coordinator shall inform all employees or workers who came in contact with the infected person that they might have been exposed to COVID-19.
- Employees who experience COVID-19 symptoms or become sick must go home immediately.
- The Workplace Coordinator shall ensure the infected employee’s workspace and any other area s/he came in contact with is thoroughly disinfected and cleaned.
- An employee who is a “Suspected of COVID-19 Case” may return to work once the provisions of Section 4 of this Plan are satisfied.

***“Confirmed COVID-19 Cases”*** means an employee who has tested positive for COVID-19.

- Any employee who tests positive for COVID-19 shall inform the Workplace Coordinator immediately and must go home immediately. They shall not return until they are no longer infectious according to CDC guidelines.
- An employee who is a “Confirmed COVID-19 Case” shall immediately disclose the names of other employees or workers s/he came in contact with during the past 14 days to the Workplace Coordinator.
- The infected employee’s name shall remain confidential and the Workplace Coordinator shall inform all employees or workers who came in contact with the infected person that they might have been exposed to COVID-19. The Workplace Coordinator shall notify the public health department of the infection within 24 hours.
- The Workplace Coordinator shall ensure the infected employee’s workspace and any other area s/he came in contact with is thoroughly disinfected and cleaned.

- An employee who is a “Confirmed COVID-19 Case” may return to work once the provisions of Section 4 of this Plan are satisfied.

#### **4. Sick Employees Returning to Work.**

This Plan adopts recommendations from the CDC regarding when an employee may return to work if s/he is a suspected or confirmed case of COVID-19. The CDC has developed two acceptable strategies to help determine when an employee with a suspected or confirmed case of COVID-19 may return to work:<sup>6</sup>

1. Symptom-based Strategy: Employee will be excluded from work until: at least three (3) days or seventy-two (72 hours) have passed since the employee has recovered, defined by resolution of fever without the use of fever reducing medications and improvement in respiratory symptoms such as cough or shortness of breath; and, at least 10 days have passed since symptoms first appeared.<sup>7</sup>

Test-Based Strategy: Employee will be excluded from work until: resolution of fever without the use of fever-reducing medications, and improvement in respiratory symptoms such as cough or shortness of breath; and a Negative result of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart.<sup>8</sup>

#### **5. Office Criteria.**

The Township office will assign entry and exit points for all employees and visitors and will use visual spacing markers to denote 6 feet of space for those waiting in line.

Face coverings shall be worn by everyone in public areas; so long as they can be medically tolerated.

- Social gatherings in public areas are prohibited.
- Signs regarding proper personal hygiene shall be posted.
- Employees shall be notified if the Township discovers any visitors have tested positive for COVID-19.
- No drinking fountain shall be used.
- External doors shall remain locked.

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<sup>6</sup> <https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html>

<sup>7</sup> *Id.*

<sup>8</sup> *Id.*

- Drop box use for payment receiving is mandatory.
- Internal customer visits (including contractors) must participate in answering health questions and signing in through an employee designated entrance.
- If appointments are made or deemed necessary, confirm health status with customer/client ahead of time. Use of face masks and hand sanitizer is required when meeting with the public.

## 6. Outdoor Workers

The following precautions shall apply to all employees working outside of the Township office:

- All gatherings where social distance measures of 6 feet cannot be observed are prohibited.
- In person interaction between employees and the public must be limited, and are not allowed when social distancing cannot be observed.
- Township provided PPE will be used by all employees, such as gloves, goggles, and face coverings appropriate for the activity being performed.
- Tools and equipment shall be thoroughly disinfected after each use and daily/routine cleaning of company vehicle is required
- NO on-site visits to customers without first determining health concerns within the customer's household. Ask health questions!!
- Each person is to travel to job sites/task individually in their own company vehicle.
- Maintain PPE in each company vehicle.
- Alternating of tasks on a daily routine. For example: opening mail or taking well reads.
- Daily checks of lift stations for clogging materials like "flushable wipes". We need to ensure that the pumps keep running.



<b>Selling Dealer Information</b>		<b>Customer Information</b>	
Dealership	<u>Netlink Business Solutions</u>	Account Name	<u>Bingham Township</u>
Account #	<u>149670</u>	Contact	<u>Kathy Morio</u>
Address	<u>6005 E. Traverse Highway</u>	Delivery Address	<u>7171 S. Center HWY</u>
City, State Zip	<u>Traverse City, MI 49684</u>	City State Zip	<u>Traverse City, MI 49684</u>
Phone	<u>231 946 8808</u>	Phone	<u>231 922 6767</u>
Email	<u>info@netlinkbus.com</u>	Email	<u>Clerk@twp.bingham.mi.us</u>

<b>Purchase Order Information</b>	
DEALER PO # _____	Customer PO # (if applicable) _____

Model #	Unit Price	Qty	Price Extension
Sharp MX 2651 Color Copier MFP		1	Lease
Sharp MX DE25N Paper Deck		1	
Sharp MX TU16 Center Output Tray			
<b>TOTAL</b>			

**DEALER & CUSTOMER SIGNATURE REQUIRED PRIOR TO ORDER PLACEMENT**

Dealer Printed Name _____  X _____ Dealer Signature & Date	Customer Printed Name _____  X _____ Customer Signature & Date
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<b>ADDITIONAL INFORMATION</b>
<b>End User PO Attached</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <small>(Customer signature required if PO isn't attached)</small>
<b>Payment</b> (please select ONE) <input type="checkbox"/> Bill End User <input checked="" type="checkbox"/> Bill Dealer / Certified Channel Reseller <input type="checkbox"/> Financed Order <small>Financed Orders require copies of lease documents. If it is intended for the Lease Company to pay Sharp directly, a Pay Proceeds Document is required.            Note that lender is subject to credit approval.</small>
<b>Dealer Ship To Information</b> _____ (specify if different from above) Ship to Dealer _____ City _____ State _____ Acct # _____

**Send to:** [SNAPCustomerService@sharpsec.com](mailto:SNAPCustomerService@sharpsec.com)  
Questions regarding orders: (201) 529-8857 or [darrrel@sharpsec.com](mailto:darrrel@sharpsec.com)

Lease Program  
Prepared For

**Bingham Township**

Lease

**Sharp MX 2651 COLOR Digital Copier**      \$    76.14

26 Image per Minute  
Auto Document Feeder  
Sorting  
Auto Duplexing  
Network Print & Network Scanning  
Fax Kit

**Sharp MX 3051 COLOR Digital Copier**      \$    87.42

30 Image per Minute  
Auto Document Feeder  
Sorting  
Auto Duplexing  
Network Print & Network Scanning  
Fax Kit

**Sharp MX 3551 COLOR Digital Copier**      \$ 111.86

35 Image per Minute  
Auto Document Feeder  
Sorting  
Auto Duplexing  
Network Print & Network Scanning  
Fax Kit

Current Lease	\$	86.12	MO	
Proposed Lease MX-2651	\$	76.14	MO	
<b>SAVINGS</b>	<b>\$</b>	<b>9.98</b>	<b>MO</b>	<b><u>\$ 119.76 Yearly</u></b>

**New Supply / Service agreement Savings:**

Based on past usage	<b><u>Black &amp; White Savings</u></b>	<b>\$</b>	<b>364.00</b>	<b>Per Year</b>
Based on past usage	<b><u>Color Savings</u></b>	<b>\$</b>	<b>90.00</b>	<b>Per Year</b>

<b>Total Savings per Year:</b>	Lease	\$	119.76
	B&W Use	\$	364.00
	Color Use	\$	90.00
		<b>\$</b>	<b><u>573.76</u></b>

## Clerk

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**From:** Todd Stone <retiredinsuttonsbay@gmail.com>  
**Sent:** Thursday, April 15, 2021 9:25 PM  
**To:** Kathy Morio  
**Cc:** Midge Werner; Midge Werner; Todd Stone  
**Subject:** Fwd: Estimate for striping Basketball Court  
**Attachments:** Bingham Twp Park Striping Basketball Court.pdf

Kathy,

The P&R Committee will be asking the Board to approve the money to paint the stripes on the BB Court at Bingham. The bid is below. I wasn't sure if Midge had given it to you or not.

Regards,  
Todd

April 6, 2021

Dear Park Board Members,

I have attached an estimate I received from Molon Asphalt Company in TC to paint lines at the Bingham Park basketball court. The estimate does not include the cost to seal the concrete. Steve Clouse is waiting for an estimate from a sub-contractor for the cost to seal the cement, if we choose to do so. I asked Mr. Clouse to send me the estimate to paint the lines for the court, since I have been waiting since February for his written quote for the job. Molon Asphalt is the only company in this area that I could find willing to do the work on the basketball court. I will broaden the search for another painter if anyone knows of another business that will do this work. We are seeking an out-of-bounds line around the entire court, a key, and a three-point line (high school distance). The dimensions of the court are 52 x 32'. I hope all of you are well. See you soon.

Dan Rose

----- Forwarded message -----

**From:** Steve Clouse <[sclouse@molonasphalt.net](mailto:sclouse@molonasphalt.net)>  
**Date:** Mon, Apr 5, 2021 at 11:38 AM  
**Subject:** Estimate for striping Basketball Court  
**To:** <[danielwrose1960@gmail.com](mailto:danielwrose1960@gmail.com)>

Dan

Here is the est for the new layout striping and Brad should have the concrete sealing est in a day or two  
Thank You

**Steven Clouse**  
**Job Supervisor**  
**Molon Asphalt Inc.**  
**(231) 218-0043 Cell**



# MOLON ASPHALT, INC.

Plant Address:  
18695 Honor Hwy  
Interlochen, MI 49643  
Info@MolonAsphalt.net

## Asphalt Maintenance and Services Proposal

Asphalt Maintenance  
& Supplies:  
2900 Cass Rd.  
Traverse City, MI 49684  
www.MolonAsphalt.net

Name: <u>Bingham Twp Park</u>	Date: <u>4-5-21</u>
Address: <u>Lake Leelanau Dr.</u>	Billing Address (if different from service):
<u>Lake Leelanau, MI 49684</u>	
Phone: <u>Dan Rose 989-302-3296</u>	Promo Code: <u>Email danielwrose1960@gmail.com</u>

This proposal itemized below is provided in good faith for the season of: \_\_\_\_\_

Sealant: \_\_\_\_\_ sq ft \$ \_\_\_\_\_

\*Thoroughly clean and edge proposed area of debris with brushes and blowers then seal with selected GEM Seal, sealcoat product mixed to manufacture spec. ☐ Poly Tar ☐ Black Diamond ☐ Guardian AE

Hot Rubber Crack Fill: \_\_\_\_\_ Approx Lnf \$ \_\_\_\_\_

\*Cracks \_\_\_\_\_" or larger to be cleaned out and filled with federally specified hot rubberized compound sealant for crack and crevice repair.

Asphalt Repair: \_\_\_\_\_ sq ft \$ \_\_\_\_\_

\*Repair asphalt as needed. All asphalt replacement is with spec asphalt mix.  
☐ Patch work w/ hand finished edges ☐ Saw out and replace asphalt ☐ Infrared repair

Line Striping: ☐ Restripe ☐ New Layout \$ \_\_\_\_\_

\*Layout and professionally stripe & mark lot with MDOT certified paint. ☐ White ☐ Yellow ☐ Blue

Additional Services/Notes: To Stripe Basketball Court \$ 852.00  
1/2 Court w Out of Bounds Key For Basket + 3 Point Line  
New Layout 2 Coats

Grand Total: Eight Hundred Fifty Two \$ 852.00

### Payments to be made as follows...

50% Deposit Required. All Remaining payments are due and payable at time of completion and/or presentation of bill for services. Any balance due after 30 days will incur 1.5% interest charge then and every 30 days thereafter. All fees, costs and charges incurred by Molon Asphalt will be the burden of the party/parties authorizing service. Molon Asphalt will not be held liable for damages that occur due to natural occurrences, foul weather, vandalism or customer neglect.

Acceptance of this Estimate - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Estimator

I have read and understand the Warranty & Disclaimer on the back of this form.

Sign: <u>Steven Clouse</u>	Date: <u>4-5-21</u>	Sign: _____	Date: _____
Print: <u>Steven Clouse 231-218-0043</u>		Print: _____	

•Quality Work •Competitive Prices •Great Customer Service

### Mailing Address:

PO Box 1860 Traverse City, MI 49685  
231.275.4334 • info@MolonAsphalt.net

White Copy: Sign & Send In Yellow Copy: Keep For Your Records Pink Copy: Molon Office

MOLON ASPHALT, INC.

# ZONING ADMINISTRATOR'S REPORT

MARCH 2021

## BINGHAM TOWNSHIP

PREPARED BY STEVE PATMORE

For April 2021 Township Board Meeting

### LAND USE PERMITS ISSUED

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY BUILDINGS	OTHER
March 2021	4	1	1	2	0
Year To Date 2021	7	3	1	3	0
YTD 2020	3	1	0	2	0
YTD 2019	7	1	4	0	1
YTD 2018	6	3	1	2	0
YTD 2017	5	3	0	2	0
YTD 2016	8	2	1	5	0
YTD 2015	9	6	1	1	1
YTD 2014	4	2	0	2	0

10 Land Use Permits issued so far in March 2021

Many questions on Land Use Permits, setbacks, zoning, permit process, etc.  
Revisions to Land Use Permits

### Land Divisions

- Several Discussions on Land Divisions & Boundary Line Transfers – preliminary reviews.
- Approved Land Division for one new parcel on Bingham Road

### Zoning Board of Appeals:

- Application Received for dimensional variance on Bingham Road.

### Short Term Rental Administration

- 53 Short Term Rental Permits issued so far for 2021
- 1 Application pending review.
- 1 property sold and forfeited their permit.
- Had a Kick-Off meeting with Host Compliance on the compliance monitoring program.
- We are requesting data files from the Assessor
- Still getting several questions, inquiries, and request for interpretations every week.
- Will send out notices once the 24/7 Hotline number is established.

### Other Work:

- Lots of questions and inquiries on properties due to the active real estate market.
- Working with PC Committee on a work plan for the Comprehensive Plan Update – making good progress.
- Three Trees Vineyards Small Winemakers License.
- Follow-up work on the Special Use Permits for the Bingham Road Commercial Storage Project and 2K Farms Winery Special Events.
- Research into how other communities are dealing with noise issues and sound measurement.
- County Planning Commission meeting on zoning ordinance amendment.

ASSESSOR'S QUARTERLY REPORT  
JANUARY THROUGH MARCH 2021

Deeds, property transfer affidavits, name/address changes, and principal residence exemptions and rescind affidavits are up-to-date.

Steve and/or I have reviewed several proposed splits this past quarter. None have been turned completely in yet. All 2020 approved land divisions were entered into the 2021 database, property record cards, and tax map in preparation for the 2021 assessment roll.

I entered all of the 2020 new construction field work on the property card and in the computer database including drawings and new 2021 values.

I entered the 2021 personal property statements, empp statements, or personal property exemption forms as they were returned to the Township from local business, utility, and leasing companies.

I printed the 2021 assessment roll. I create the 2021 assessment notice changes and had them printed and mailed.

I prepared for and held the organizational Board of Review meeting. We also held the two 6 hour days of Board of Review hearings. 25 petitions were received for 2021. I mailed the Board of Review decisions out. Midge created the Board of Review minutes for all of the meetings. I entered all Board of Review decisions into the 2021 database on the on the 2021 assessment roll.

I printed a L4022, L4023, L4025, L4036, L4037, BOR report and a back-up of the entire 2021 Bingham Township database and I delivered all to the Leelanau County Equalization timely as required by law.

The final 2021 assessed value is \$340,984,550 which is 3.34% higher than 2020's assessed value. The final 2021 taxable value is \$246,144,001 which is 4.93% higher than 2020's taxable value. There was \$5,501,400 new construction true cash value added for 2021.

I have assisted the public with a variety of assessing, tax, pre, and land division questions.

Sincerely,

Angela W. Friske, Assessor

**Bingham Township**  
**Treasurer's Monthly Report**  
**March 2021**

	Mar 21
<b>Income</b>	
<b>Property Tax Revenues</b>	
402 . Current Property Taxes	10,093.63
410 . Current Pers. Prop. Taxes	308.38
<b>Total Property Tax Revenues</b>	10,402.01
<b>245 set aside</b>	
699 . Donation	8,000.00
665 . 245 interest income	37.30
<b>Total 245 set aside</b>	8,037.30
<b>Regular Revenue</b>	
474 . Short Term Rental Permit	2,700.00
<b>Total Regular Revenue</b>	2,700.00
<b>Total Income</b>	21,139.31
<b>Expense</b>	
<b>General Expenses</b>	
Expenses	6,111.01
Payroll Expense	11,306.61
<b>Total General Expenses</b>	17,417.62
<b>Property Tax Disbursements</b>	
Commission on Aging	0.00
County Allocation	0.00
<b>Total Property Tax Disbursements</b>	0.00
<b>Property Tax Expenses</b>	
Service Charge from bank	91.68
Overpayment	1,682.00
<b>Total Property Tax Expenses</b>	1,773.68
<b>Total Expense</b>	19,191.30
<b>Net Income</b>	1,948.01

# Bingham Township Clerk and Treasurer Balance Sheet

	As of March 31, 2021	
	Clerk	Treasurer
101 . General Fund Cash: General Checking TCSB	184,889.27	184,889.27
General Investment 18 mo CD Northwestern	115,445.79	115,445.79
General Investment 12 mo CD Northwestern	76,966.16	76,966.16
<b>TOTAL</b>	<b>377,301.22</b>	<b>377,301.22</b>
245 . Set Aside Fund:245 Fund Investment Acct.		246,083.47
245 . Set Aside Fund:245-245 Area Improvements	16,798.80	
245 . Set Aside Fund:245-246 Parks and Rec. Grant	60,924.22	
245 . Set Aside Fund:245-248 Parks and Rec. Improvements	7,447.33	
245 . Set Aside Fund:245-259 Office Equipment	17,847.01	
245 . Set Aside Fund:245-262 Elections	6,011.66	
245 . Set Aside Fund:245-265 Schoolhouse	44,337.53	
245 . Set Aside Fund:245-276 Cemetery	40,212.71	
245 . Set Aside Fund:245-466 Roads	13,128.99	
245 . Set Aside Fund:245-539 Grants	7,992.53	
245 . Set Aside Fund:245-721 Planning - Master Plan	27,374.92	
245 . Set Aside Fund:245-802 Attorney	4,007.77	
<b>TOTAL</b>	<b>246,083.47</b>	<b>246,083.47</b>
<b>Total Money in Bingham Township Accounts</b>	<b>\$623,384.69</b>	<b>\$623,384.69</b>
Difference		0.00



10:52 AM

04/16/21

**Bingham Township**  
**Vendor Balance Summary**  
All Transactions

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	<u>Apr 19, 21</u>
American Waste	23.00
Apex Software	235.00
Charter Communications cable	139.97
Consumers Energy	272.65
Deering Tree Service	1,800.00
Jordan Fehrenbach	474.00
Leelanau Enterprise & Tribune	124.64
Marge Johnson	72.00
Networks Northwest (NW MI COG)	700.00
RLI	298.00
Staples	41.81
Suttons Bay Township	1,640.00
Wells Fargo Financial Leasing	91.29
<b>TOTAL</b>	<b><u>5,912.36</u></b>

04/16/21

**Bingham Township**  
**Payroll Transactions by Payee**  
 March 16 through April 19, 2021

Date	Num	Name	Amount
<b>Michigan Treasury</b>			
04/16/2021	To Print	Michigan Treasury	-356.17
Total Michigan Treasury			-356.17
<b>United States Treasury</b>			
04/16/2021	To Print	United States Treasury	-1,760.84
Total United States Treasury			-1,760.84
<b>Clark, Kim R.</b>			
04/19/2021		Clark, Kim R.	-219.08
Total Clark, Kim R.			-219.08
<b>Friske, Angela</b>			
04/19/2021		Friske, Angela	-1,775.18
Total Friske, Angela			-1,775.18
<b>Grant, Sandra K</b>			
04/19/2021		Grant, Sandra K	-1,702.15
Total Grant, Sandra K			-1,702.15
<b>Hill, Earlene J</b>			
04/19/2021		Hill, Earlene J	-112.48
Total Hill, Earlene J			-112.48
<b>Layman, Jeffrey H</b>			
04/19/2021		Layman, Jeffrey H	-154.27
Total Layman, Jeffrey H			-154.27
<b>Morio, Kathy</b>			
04/19/2021		Morio, Kathy	-1,738.52
Total Morio, Kathy			-1,738.52
<b>Stone{trustee}, Todd</b>			
04/19/2021		Stone{trustee}, Todd	-154.27
Total Stone{trustee}, Todd			-154.27
<b>Werner, Marian E</b>			
04/19/2021		Werner, Marian E	-1,179.51
Total Werner, Marian E			-1,179.51
<b>TOTAL</b>			<b>-9,152.47</b>

# Bingham Township

## Profit & Loss Budget vs. Actual

July 1, 2020 through April 19, 2021

	<u>Jul 1, '20 - Apr 19, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>245 Account</b>				
245-665 · Interest Income	380.42	1,500.00	-1,119.58	25.36%
<b>Total 245 Account</b>	<u>380.42</u>	<u>1,500.00</u>	<u>-1,119.58</u>	<u>25.36%</u>
<b>400 · REVENUES</b>				
674 · Donations	8,000.00	0.00	8,000.00	100.0%
474 · Short Term Rental Permits	14,700.00	0.00	14,700.00	100.0%
401 · Current Taxes	44,685.25	46,914.00	-2,228.75	95.25%
405 · School Payment-Summer Tax Coll.	5,112.50	5,200.00	-87.50	98.32%
420 · Delinquent Pers Property Taxes	0.00	50.00	-50.00	0.0%
445 · Penalties & Interest on Taxes	0.00	4,000.00	-4,000.00	0.0%
476 · Land Use Permits	1,500.00	5,000.00	-3,500.00	30.0%
477 · Special Land Use Permits	0.00	400.00	-400.00	0.0%
478 · Land Divisions	500.00	700.00	-200.00	71.43%
479 · Appeals/Variations	1,200.00	200.00	1,000.00	600.0%
574 · State Revenue Sharing	184,977.00	193,506.00	-8,529.00	95.59%
580 · Metro Funds	545.19	6,600.00	-6,054.81	8.26%
642 · Ord. Books, Copies, FOIAs	0.00	50.00	-50.00	0.0%
665 · Interest Income	246.87	1,000.00	-753.13	24.69%
667 · Schoolhouse Rent	0.00	500.00	-500.00	0.0%
675 · Cemetery Lots	600.00	1,000.00	-400.00	60.0%
677 · Reimbursements	6,013.93	2,000.00	4,013.93	300.7%
687 · Refunds/Rebates	0.00	1,000.00	-1,000.00	0.0%
<b>Total 400 · REVENUES</b>	<u>268,080.74</u>	<u>268,120.00</u>	<u>-39.26</u>	<u>99.99%</u>
<b>Total Income</b>	<u>268,461.16</u>	<u>269,620.00</u>	<u>-1,158.84</u>	<u>99.57%</u>

**Bingham Township**  
**Profit & Loss Budget vs. Actual**  
July 1, 2020 through April 19, 2021

Expense	Jul 1, '20 - Apr 19, 21	Budget	\$ Over Budget	% of Budget
<b>101-TOWNSHIP BOARD</b>				
101-720 · Short Term Rentals				
101-721 · Short Term Rental-Admin	2,000.00	0.00	2,000.00	100.0%
<b>Total 101-720 · Short Term Rentals</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>100.0%</b>
101-724 · Clean-Up Day	0.00	3,500.00	-3,500.00	0.0%
101-702 · Trustee Salaries	3,326.90	4,202.40	-875.50	79.17%
101-704 · Land Division Salary	500.00	600.00	-100.00	83.33%
101-705 · Office Aide	2,090.89	2,300.00	-209.11	90.91%
101-725 · Contractual Service-Lawn Maint.	9,963.50	12,000.00	-2,036.50	83.03%
101-726 · Miscellaneous				
101-727 · Miscellaneous-Covid	1,846.45	0.00	1,846.45	100.0%
101-726 · Miscellaneous - Other	10,611.22	2,000.00	8,611.22	530.56%
<b>Total 101-726 · Miscellaneous</b>	<b>12,457.67</b>	<b>2,000.00</b>	<b>10,457.67</b>	<b>622.88%</b>
101-802 · Attorney	1,970.00	4,000.00	-2,030.00	49.25%
101-803 · Audit	3,770.00	3,600.00	170.00	104.72%
101-805 · Dues (MTA, Planning)	40.00	3,900.00	-3,860.00	1.03%
101-806 · Webmaster	450.00	600.00	-150.00	75.0%
101-860 · Mileage	19.04	200.00	-180.96	9.52%
101-865 · Insurance	507.00	7,080.00	-6,573.00	7.16%
101-866 · Hazmat	395.00	400.00	-5.00	98.75%
101-920 · Street Lights (electric bill)	523.04	950.00	-426.96	55.06%
101-955 · Education	302.00	2,000.00	-1,698.00	15.1%
101-956 · Recording Secretary	788.00	927.00	-139.00	85.01%
<b>Total 101-TOWNSHIP BOARD</b>	<b>39,103.04</b>	<b>48,259.40</b>	<b>-9,156.36</b>	<b>81.03%</b>
<b>171-SUPERVISOR</b>				
171-706 · Supervisor Salary	13,797.00	16,556.40	-2,759.40	83.33%
<b>Total 171-SUPERVISOR</b>	<b>13,797.00</b>	<b>16,556.40</b>	<b>-2,759.40</b>	<b>83.33%</b>
<b>215- CLERK</b>				
215-705 Clerical Assistant-f/c	121.80	500.00	-378.20	24.36%
215-701 · Clerk Salary	20,959.50	25,151.36	-4,191.86	83.33%
215-703 · Deputy Wages	2,914.80	3,000.00	-85.20	97.16%
<b>Total 215- CLERK</b>	<b>23,996.10</b>	<b>28,651.36</b>	<b>-4,655.26</b>	<b>83.75%</b>
<b>247-BOARD of REVIEW</b>				
247-704 · Per Diems	1,695.00	1,650.00	45.00	102.73%
<b>Total 247-BOARD of REVIEW</b>	<b>1,695.00</b>	<b>1,650.00</b>	<b>45.00</b>	<b>102.73%</b>
<b>253 - TREASURER</b>				
253-702 Treasurer Salary	21,624.90	25,949.82	-4,324.92	83.33%
253-703 Deputy Wages	367.92	500.00	-132.08	73.58%
253-956 Miscellaneous	0.00	1,600.00	-1,600.00	0.0%
253-705 · Clerical Assistant	0.00	500.00	-500.00	0.0%
<b>Total 253 - TREASURER</b>	<b>21,992.82</b>	<b>28,549.82</b>	<b>-6,557.00</b>	<b>77.03%</b>

**Bingham Township**  
**Profit & Loss Budget vs. Actual**  
July 1, 2020 through April 19, 2021

	<u>Jul 1, '20 - Apr 19, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>257 · ASSESSOR</b>				
257-702 · Assessor Salary	20,932.30	25,118.80	-4,186.50	83.33%
257-703 · Assessor Assistant Salary	1,967.97	3,394.49	-1,426.52	57.98%
257-860 · Mileage	70.49	400.00	-329.51	17.62%
257-999 · Field Projects	137.20	4,000.00	-3,862.80	3.43%
<b>Total 257 · ASSESSOR</b>	<u>23,107.96</u>	<u>32,913.29</u>	<u>-9,805.33</u>	<u>70.21%</u>
<b>262 · ELECTIONS</b>				
262-703 · Wages	9,453.80	8,000.00	1,453.80	118.17%
262-727 · Supplies	2,369.81	900.00	1,469.81	263.31%
262-728 · Shredding	65.00	100.00	-35.00	65.0%
262-860 · mileage	386.89	450.00	-63.11	85.98%
262-930 · Mach set-ups	0.00	500.00	-500.00	0.0%
<b>Total 262 · ELECTIONS</b>	<u>12,275.50</u>	<u>9,950.00</u>	<u>2,325.50</u>	<u>123.37%</u>
<b>265- TOWNSHIP HALL</b>				
265-730 · Tax Bill/Assessment Notice	2,117.86	3,500.00	-1,382.14	60.51%
265-727 · Supplies	1,217.66	3,200.00	-1,982.34	38.05%
265-728 · Postage	523.98	5,500.00	-4,976.02	9.53%
265-850 · Telephone	710.90	1,100.00	-389.10	64.63%
265-851 · Copy Machine	1,756.06	2,200.00	-443.94	79.82%
265-852 · Software Support	2,671.00	2,500.00	171.00	106.84%
265-855 · Internet Access	799.90	1,100.00	-300.10	72.72%
265-900 · Advertising & Publishing	1,813.38	2,300.00	-486.62	78.84%
265-920 · Ut - ELECTRIC	2,217.54	2,600.00	-382.46	85.29%
265-921 · UT - Gas	680.64	1,100.00	-419.36	61.88%
265-930 · Repairs/maintenance	953.72	1,200.00	-246.28	79.48%
265-931 · Cleaning	138.60	900.00	-761.40	15.4%
265-932 · Waste Pickup	224.00	275.00	-51.00	81.46%
<b>Total 265- TOWNSHIP HALL</b>	<u>15,825.24</u>	<u>27,475.00</u>	<u>-11,649.76</u>	<u>57.6%</u>
<b>276- CEMETERIES</b>				
276-701 · Sexton	0.00	400.00	-400.00	0.0%
276-727 · Supplies/ Maintenance	160.00	1,000.00	-840.00	16.0%
276-920 · Utilities - Keswick Cemetery	286.31	350.00	-63.69	81.8%
276-932 · Waste Pick-up	160.00	450.00	-290.00	35.56%
276-940 · Porta Potty Rental	0.00	540.00	-540.00	0.0%
<b>Total 276- CEMETERIES</b>	<u>606.31</u>	<u>2,740.00</u>	<u>-2,133.69</u>	<u>22.13%</u>

**Bingham Township**  
**Profit & Loss Budget vs. Actual**  
July 1, 2020 through April 19, 2021

	<u>Jul 1, '20 - Apr 19, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>721 · PLANNING</b>				
721-704 · Planning Meeting Per Diem	2,675.00	5,700.00	-3,025.00	46.93%
721-855 · Education	0.00	900.00	-900.00	0.0%
721-956 · Recording Secretary	504.00	770.00	-266.00	65.46%
<b>Total 721 · PLANNING</b>	<u>3,179.00</u>	<u>7,370.00</u>	<u>-4,191.00</u>	<u>43.13%</u>
<b>722 · PLANNING/ZONING CONTRACT</b>				
722-726 · Planning Services	4,900.00	8,400.00	-3,500.00	58.33%
722-727 · Zoning Services	16,400.00	19,680.00	-3,280.00	83.33%
<b>Total 722 · PLANNING/ZONING CONTRACT</b>	<u>21,300.00</u>	<u>28,080.00</u>	<u>-6,780.00</u>	<u>75.86%</u>
<b>723 · ZONING BOARD OF APPEALS</b>				
723-704 · Mtg, Per Diem	425.00	855.00	-430.00	49.71%
723-855 · Education	0.00	200.00	-200.00	0.0%
<b>Total 723 · ZONING BOARD OF APPEALS</b>	<u>425.00</u>	<u>1,055.00</u>	<u>-630.00</u>	<u>40.28%</u>
<b>755 · PARKS</b>				
755-727 · Supplies	547.52	250.00	297.52	219.01%
755-920 · Utilities - Bingham Twp Park	106.91	140.00	-33.09	76.36%
755-932 · Waste Pick-up	415.00	800.00	-385.00	51.88%
755-940 · Porta Potty Rentals	1,655.35	2,900.00	-1,244.65	57.08%
755-945 · Park Improvements	7,858.88	7,500.00	358.88	104.79%
<b>Total 755 · PARKS</b>	<u>10,583.66</u>	<u>11,590.00</u>	<u>-1,006.34</u>	<u>91.32%</u>
<b>6561 · PAYROLL EXPENSES - FICA</b>	7,834.89	8,000.00	-165.11	97.94%
<b>977 · CAPITAL OUTLAY</b>	0.00	22,000.00	-22,000.00	0.0%
<b>8000 · 245 Expenditures</b>	18,640.00	0.00	18,640.00	100.0%
<b>CONTINGENCY</b>	0.00	1,000.00	-1,000.00	0.0%
<b>Total Expense</b>	<u>214,361.52</u>	<u>275,840.27</u>	<u>-61,478.75</u>	<u>77.71%</u>
<b>Net Income</b>	<u><u>54,099.64</u></u>	<u><u>-6,220.27</u></u>	<u><u>60,319.91</u></u>	<u><u>-869.73%</u></u>