

**BINGHAM TOWNSHIP
REGULAR MEETING MINUTES
MAY 17, 2021**

1. CALL TO ORDER

Supervisor Midge Werner called the Bingham Township Board Meeting to order on May 17, 2021, at 7:00 p.m. at the Bingham Township Hall, 7171 Center Hwy., Traverse City, MI, via a 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 amended, adding under New Business (L. Networks Northwest Master Plan Approval), PASSED.

5. CONFLICT OF INTEREST

None

6. APPROVAL OF April 19, 2021

Todd Stone/moved, Kathy Morio/supported, to approve the April 19, 2021 Minutes as amended, (Conflict of Interest - no conflict of interest noted for Midge Werner and Todd Stone). (Building & Grounds Committee, "Midge Werner said she and Kathy Morio"). PASSED.

7. PUBLIC COMMENT

None.

8. OLD BUSINESS

a. Drainage District Follow-up

Midge Werner said the Road Commission has been on Lee Point Rd., talking to some of the neighbors and they want to do a photographic scope of the culvert. There have been no conversations with the Drain Commissioner or representatives from

the DEQ. The township is at a standstill until it hears from those agencies.

Richard Mayer, 3846 S. Lee Point Rd., said the issue of concern here is taking care of the wetland and getting the water off the property. A wetland cannot be drained within 1,000 feet of the Great Lakes without a permit. There is no way of doing it unless you go across private property. A drain district will take care of that problem thru eminent domain to get the water out to West Bay.

Midge Werner said the Road Commission Manager and Drain Commissioner were looking at doing a repair to the culvert on Lee Point Rd. where the culvert was crushed. There was flooding which went over the road. The township's interest is with the health, safety and welfare of the people in the township.

Janet Rorick, 12410 E. Hendryx Rd. said people on Hendryx were notified but it's not been determined if they're within the drainage district. She had to put in a sump pump in her crawl space last year because of the high water. How many times has the road had excessive water over it in the last 10 years? The water table has affected the drainage on Hendryx Road over the years.

Midge Werner said she doesn't have those statistics. In the late 1980's M-22 was washing out, a period of high water at that time. She was hearing the high water in the Great Lakes didn't have that much of an impact on what we are talking about.

Susan Darnold, Lee Point Rd., said Lee Point Rd is a public road and should be maintained by the road commission. Perhaps they could just clean out the culverts and area where they empty into the lake. Heavy cherry trucks are a concern.

Neil Englehart, 3780 Lee Point Rd., said it is clear that the residents of Lee Point Rd. don't want the drainage district. The township could pass on the petition and allow the residents who are affected petition if they want it. The only problem on the road is people not obeying the speed limit.

Public comment was closed.

9. NEW BUSINESS

a. John Popa, Road Commission Annual Report

Midge Werner said John Popa will come to a future meeting.

b. Lakeview Road Speed Study

Midge Werner said residents along Lakeview Road requested to have a speed study done because a portion of Lakeview Road that is in Elmwood Township had a speed study, and the speed limit was changed to 35 mph. The residents petition to lower the speed limit was taken to the Road Commission who put out some speed studies and turned the results over

to the State Police. The State Police reported back from the information they received; that this portion of the road did not qualify to have the speed reduced. It has to do with the number of driveways that come onto the road. In Bingham Township there are more driveways, nothing that would block a person's vision. The State Police denied the request to reduce the speed limit in that area. There is no appeal to the decision.

c. Zoning Ordinance 21-001 Amendment

Steve Patmore addressed Zoning Ordinance 21-001 Amendment. This ordinance cleans up standards and clarifies them. It recognizes that the township has a short term rental ordinance. It eliminated the acreage requirement for livestock. There is a question about farm markets and the right to farm which will be reviewed in the future. Networks Northwest said the Right to Farm Act is no issue.

Jeff Layman/moved, Sandra Grant/supported, to accept Ordinance 2021-0517.1 as written.

Roll call vote:

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

No: None. Motion passed.

d. Zoning Administrator's Contract

Midge Werner said an e-mail was received from Rich Bahle, Supervisor, Suttons Bay Township, and the Zoning Administrator's Contract will be increased by 2.5%. No changes to the Contract. The Contract will be brought back for approval at another meeting.

e. Contract for Planning Services with Networks Northwest

The Contract for Planning Services with Networks Northwest is increasing by 2%. It is basically the same as far as 10 hours of service at a rate of \$71.40. The Contract is for 3 years, 2% increase for next 3 years (July 1, 2021 - June 30, 2024). Thirty (30) days' notice for termination.

Midge Werner/moved, Sandra Grant/supported, to enter into a Contract with Networks Northwest Contract No. 8212 as amended.

Roll call vote:

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

No: None. Motion passed.

f. BS&A Software Proposal

Sandra Grant said the State is now requiring that the assessing information be made available to the public. Both the assessing and tax programs will be available thru the BS&A Program for the Township. The subscription price is \$3,150.00 in addition to what the Township already pays to BS&A for using their program. The assessing/tax info will be updated on a daily basis. Link would be available on the township website.

Sandra Grant/moved, Kathy Morio/supported, that Bingham Township join a Contract with BS&A for the subscription option for tax and assessing information in the amount of \$3,150.00 annually.

Roll call vote:

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

No: None. Motion passed.

g. Michigan Municipal Insurance Coverage Proposal - Jonathan Koets

Jonathan Koets reviewed Michigan Municipal Insurance Coverage Proposal for Bingham Township with the Board. Mr. Koets answered questions from the Board members.

Midge Werner/moved, Kathy Morio/supported, to accept the Contract for Insurance with EMC, for an annual fee of \$7,612.00.

Roll call vote:

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

No: None. Motion passed.

h. Gabridge & Co. Audit Proposal

A proposal was submitted from Gabridge & Co. to do the twp. audit. Gabridge & Co. is providing proposed fees for the next three fiscal years audit report. (June 30, 2021 was included in their previous proposal for \$3,695.00.) Following is a schedule showing the proposed fees: 6/30/2022 - \$3,795.00; 6/30/2023 - \$3,895.00; 6/30/24 - \$3,995.00

Kathy Morio/moved, Jeff Layman/supported, to have Gabridge & Co. do the annual audit (6-30-2022) for \$3,795.00.

Roll call vote:

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

No: None. Motion passed.

i. Lawn Maintenance Proposal

Proposals for Lawn Maintenance were received from 1. Whiteford Lawn Maintenance and 2. Travis Chapman. The proposals were reviewed.

Kathy Morio/moved, Todd Stone/supported, to accept Whiteford Lawn Maintenance Proposal for the upcoming mowing and cleanup for Spring and Fall season at the prices they included in their bid. Motion passed.

j. Draft 2021-2022 Budget

Midge Werner presented the Township Draft 2021-2022 Budget. A 2% increase is recommended for the Board and staff. Cemetery Clerk - \$100.00/month. Fire Authority

Representative - \$40.00 per diem. Township representative to Park & Rec Committee- \$40/per diem. Total Revenues - \$322,040.00. Total Expenditures \$270,658.76. The final budget will be presented at next month's meeting.

k. Salary Resolutions

a. Resolution #20210517.01 Supervisor's Salary

Be It Resolved that as of 07-01-2021, the salary of the Township Supervisor shall be as follows: Supervisor: \$16,887.53 Base Salary.

Sandra Grant/moved, Kathy Morio/supported, to adopt Resolution #20210517.01 Supervisor: \$16,887.53 Base Salary

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

No: None. Motion passed.

b. Resolution #20210517.2 Treasurer's Salary

Be It Resolved that as of 07-01-2021, the salary of the Township Treasurer shall be as follows: Treasurer: \$26,468.82 Base Salary.

Jeff Layman/moved, Kathy Morio/supported, to adopt Resolution #20210517.02 Treasurer: \$26,468.82 Base Salary

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

No: None. Motion passed.

c. Resolution #20210517.3 Clerk's Salary

Be It Resolved that as of 07-01-2021, the salary of the Township Clerk shall be as follows: Clerk: \$25,654.39 Base Salary

Midge Werner/moved, Jeff Layman/supported, to adopt Resolution #20210517.3 Clerk: \$25,654.39 Base Salary

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

No: None. Motion passed.

d. Resolution #20210517.4 Trustee's Salary

Be It Resolved that as of 07-01-2021, the salary of the Township Trustees shall be as follows: Trustees: \$4,286.46 Base Salary for two trustees (\$2,143.23 each).

Sandra Grant/moved, Kathy Morio/supported, to adopt Resolution #20210517.4 Trustees \$4,286.46 Base Salary for two trustees (\$2,143.23 each

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

No: None. Motion passed.

l. Networks Northwest Master Plan Update

Steve Patmore said the Planning Commission reviewed the master plan which was done in 1999. Based on census data, the master plan needs to be updated. A committee of 3 planning commissioners met to decide the best way to update the master plan. At the second committee meeting Rob Carson of Networks Northwest

submitted a proposal for updating the Bingham Township Master Plan at an estimated cost of \$15,000, plus some costs associated with mapping data, surveys, mailing, and public input. It was a unanimous recommendation from the Planning Commission to approve Network Northwest's proposal to update the master plan which would be digital. The question came up about going out for bids for professional services. It was determined the township does not have to go out for bids up to a certain dollar amount.

Jeff Layman/moved, Todd Stone/supported, to accept Networks Northwest proposal to work on the township master plan for a cost estimate of \$15,000.00 plus incurred costs to come out of Account 245-721.

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

10. COMMITTEE, STAFF AND OFFICER REPORTS

a. Parks & Recreation Committee

Todd Stone provided figures from the Parks and Recreation committee for the budget.

The basketball hoop is up at Bingham Park.

b. Building & Grounds Committee - Kathy Morio said last month she, Midge Werner, Andy Rink and Jon Walter met and discussed ideas for expanding the township offices and the front exit to the building.

c. Cemetery Committee - Midge Werner said the Cemetery Committee looked at the work that needs to be done at the Maple Grove Cemetery.

d. Zoning Administrator/STR Administrator

Steve Patmore submitted his report. 59-60 applications have been received for short term rentals.

e. Planning Commission - Planning Commission working on master plan.

f. Fire Authority - documents e-mailed to the Township Board

g. Assessor's Quarterly Report - None

h. Treasurer - Sandra Grant said tax bills will be mailed out in June.

i. Trustee - No report.

j. Clerk - Kathy Morio presented the Vendor Balance and Payroll Report.

Vendor Balance - \$4,885.35. Payroll Report - \$10,214.41

Sandra Grant/moved, Jeff Layman/supported, to approve the Vendor Balance of \$4,885.35 and Payroll of \$10,214.41, MOTION PASSED.

Kathy Morio said the May 15th clean-up day went well.

k. Supervisor - Midge Werner said the township received the Suttons Bay-Bingham Library Budget.

PUBLIC COMMENTS AND ANNOUNCEMENTS - None.

ADJOURNMENT - Midge Werner adjourned the meeting at 9:20 p.m.

Minutes by Marge Johnson, Recording Secretary

Kathy Morio, Clerk