

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING AGENDA**

May 16, 2022 7pm

By Phone: (929)205-6099 or (312)626-6799

ZOOM MEETING ID: 835 4616 7569 PASS CODE: 49684

<https://us02web.zoom.us/j/83546167569?pwd=MGlnNjR3SkFORFkvcVlwWFRQeDFMZZ09>

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. AGENDA APPROVAL**
- 5. CONFLICT OF INTEREST**

- 6. APPROVAL OF April 18, 2022 MEETING MINUTES**

- 7. PUBLIC COMMENT**

- 8. OLD BUSINESS**
 - a. Housing North Information
 - b. Architectural Proposal Twp. Hall Addition-Andy Rink

- 9. NEW BUSINESS**
 - a. Lake Leelanau Assoc. Presentation-Nancy Popa
 - b. Lawn Maintenance Proposal 2022-2023-Midge Werner
 - c. Zoning Admin. Contract-Midge Werner
 - d. Audit Quotes for 2022-2023
 - e. Insurance Quotes for 2022-2023
 - f. Salary Resolutions for 2022-2023-Midge Werner
 - g. Draft Budget 2022-2023-Midge Werner

- 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)
 - 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 MINUTES
BINGHAM TOWNSHIP
REGULAR BOARD MEETING MINUTES
APRIL 18, 2022
ZOOM MEETING ID: 835 4616 7569 PASS CODE: 49684

1. CALL TO ORDER

Midge Werner, Supervisor, called the Bingham Township Regular Board Meeting to order on April 18, 2022 at 7 pm.

2. ROLL CALL- QUORUM PRESENT

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

Absent: None

Staff Present: Marge Johnson (zoom)

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Midge Werner said Yarrow Brown of Housing North sent a contract this morning. The Board can either add Yarrow Brown to the agenda or request more information for next month's meeting. Consensus to postpone Yarrow Brown. Add Paul Olson, Municipal Underwriters of West Michigan under New Business D.

Sandra Grant/moved, Jeff Layman/supported, to approve the agenda as amended, passed.

5. CONFLICT OF INTEREST

None shown.

6. APPROVAL OF MARCH 21, 2022 MEETING MINUTES

Todd Stone/moved, Sandra Grant/to approve the March 21, 2022 Meeting Minutes as shown, passed.

7. PUBLIC COMMENT

Nellie Danke, Director of Suttons Bay-Bingham District Library, recommends Toddy Rieger be appointed as Bingham Township's representative to the library.

8. OLD BUSINESS

a. Township Hall Painting Bid Report-Midge Werner

Two bids were received for the township hall painting. 1) Fortified Coatings - \$13,864.00 with add on option of special type of primer \$2,850.00

2) Precision Home & Lawn Services - \$12,110.00 (price may change if a lift is required to reach the high area). One concern using the power wash.

Sandra Grant/moved, Kathy Morio/supported, to go with Fortified Coatings of \$13,864.00, including the primer add on of \$2,850.00, contingent upon a guarantee.

Discussion - Do these painters have a guarantee for their work for peeling.

Motion passed.

Midge Werner said she will contact Fortified Coatings about a guarantee. If Fortified Coatings doesn't have a guarantee, she will call Precision Home & Lawn Services to see if they have a guarantee.

9. NEW BUSINESS

a. Suttons Bay Bingham District Library Representative for Bingham Township

A letter was received from Toddy Rieger requesting that she be appointed to represent Bingham Township on the Suttons Bay-Bingham District Library Board for a 4 year term from February 2022 thru February 2026.

Midge Werner/moved, Sandra Grant/supported, to appoint Toddy Rieger to represent Bingham Township on the Suttons Bay-Bingham District Library Board for a 4 year term from February 2022 thru February 2026, passed.

Midge Werner said the township is thankful for the free library Nellie Danke said a third free library is being added this summer on the Tart Trail.

b. Paul Olson - Municipal Underwriters of West MI

Paul Olson represented Municipal Underwriters of West MI and submitted a summary of coverage for insurance for the township. Paul Olson said he is an agent for the Michigan Par Plan. Mr. Olson briefly reviewed the insurance package.

10. COMMITTEE, STAFF AND OFFICER REPORTS

a. Parks and Recreation Committee - Todd Stone

Todd Stone reported decisions during this last month include the remaining signs at the three parks (Bingham, Hendryx & Groesser). Youth Work Group - date to be decided for walk thru at Groesser Park. Committee would like to re-examine design plan for Groesser Park. Swim buoys - \$250.00 per buoy done thru on-line catalogue. Need to get pricing locally. Buoys at Boughey Park need to be revisited. Buoys at Bingham Park need to be replaced. Cost - \$140 - \$200. Work to be continued on decision about buoys. In May will look at plans for Boughey Park. Schedule of time for maintenance form - for each steward to take with them as they do monthly walk throughs at the parks (allow us to see how many money putting in the parks and can use toward grant proposals, alerts to equipment which needs work).

b. Building & Grounds Committee - Kathy Morio

Kathy Morio said a new water pump was installed and some wiring was changed at the township hall.

Midge Werner said she contacted Andy Rink, Architect, regarding the renovation of the township hall. Andy Rink is going to be able to work on the project, hopefully will give bid package for release in May and help the township go thru the bidding process. The project would be done next year.

c. Cemetery Committee

Midge Werner - have gate that needs some welding. Ace Welding would do the work. Will contact Parshall Tree Removal to have the tree removed. Lawn maintenance getting some work done.

d. Zoning Administrator

Report in the packet.

e. Planning Commission

Jeff Layman said the Planning Commission is continuing to work on the master plan. Two meetings to be held in May for public input.

f. Fire Authority

(Documents e-mailed). Consulting firm hired to help with ISO Rating. Approved ballot language for August election for renewal of fire operating millage for three years.

g. Assessor's Quarterly Report (Jan/April/Jul/Oct)
Midge Werner/moved, Sandra Grant/supported, to accept the Assessor's Quarterly Report for January thru March 2022, provided by Angela Friske, Assessor, passed.

Kathy Morio complimented Angela Friske for her work and knowledge.

h. Treasurer
Report submitted.

i. Trustee - No report.

j. Clerk
Kathy Morio submitted Vendor Balance and Payroll for approval. Vendor Balance - Purchase Power changed to \$20.79, addition - Leelanau Enterprise - \$66.90, new exit sign \$40.19, vendor balance \$8,318.89, Payroll - \$10,445.81.

Sandra Grant/moved, Jeff Layman/supported, to pay Vendor Balance of \$8,318.89, and Payroll of \$10,445.81, passed.

Kathy Morio said two weeks from tomorrow is the May 3rd election.

Todd Stone said Lautner Irrigation will open one zone on the sprinkler system. Lautner Irrigation will be sending a bill.

k. Supervisor
Midge Werner said the Supervisor's Meeting is scheduled for tomorrow (Tuesday). Brendan Mullane, Road Commission Manager, Yarrow Brown, Housing North and John Stinson, Homestretch will be present at the meeting.
Rich Bahle has resigned as Suttons Bay Township Supervisor, effective date April 30, 2022.

11. PUBLIC COMMENTS AND ANNOUNCEMENTS

None.

12. ADJOURNMENT

The meeting was adjourned at 8:13 p.m.
Minutes by Marge Johnson, Recording Secretary
Kathy Morio, Clerk

What is a 'Housing Ready' Community?



About Us

A Housing Ready Community offers a wide variety of housing options to meet the needs of a dynamic and diverse population. Everyone can secure attainable housing that fits their unique needs and allows them to contribute to their communities, including:

- People entering the workforce
- Young families
- Retirees
- Early entrepreneurs
- Working people with low incomes

Housing Ready Communities are healthy, robust, and bursting with opportunity for all. They have removed common barriers to attainable housing by:

- Coordinating projects between units of government and developers
- Revising outdated zoning to ensure it supports today's housing needs
- Exploring local government tools such as Land Bank and Brownfield Redevelopment authorities, and more
- Creating Housing Action Plans that provide clear paths to housing and future growth
- Developing housing opportunity maps to achieve housing goals

We are living through a national housing crisis. Housing North is developing solutions like the Housing Ready Program to address the way this crisis is impacting our region's residents and businesses.

Housing North is dedicated to creating housing choices for those not served by our current housing market. We focus on attainable housing for our workforce and affordable living situations for low-income residents.

OUR MISSION
is to build awareness, influence policy, and expand capacity so communities can create housing solutions that meet their unique needs.

THE MISSING INGREDIENT

A key ingredient missing from most rural housing mixes is a community development liaison who can connect local governments, non-profit organizations, developers, local businesses, and philanthropic funders to generate innovative housing solutions that serve the complex needs of today's communities.

This is where Housing Ready Directors come in! They are experienced community development professionals with expertise in land use planning, real estate development, and project management. They connect communities with proven solutions, as well as with the tools and networks needed to implement them. **The Housing Ready Program aims to provide these boots-on-the-ground connectors in the communities within our service area that have demonstrated a need and a desire for the position.**



STEPS TO BECOMING HOUSING READY

- ✓ Review Communications Toolkit and advocacy materials
- ✓ Complete Housing Ready checklist
- ✓ Work with Housing North to implement checklist (ongoing)

- ✓ Develop Housing Action Map & Housing Opportunity Map
- ✓ Facilitate housing projects and more opportunities

WHAT DOES SUCCESS LOOK LIKE?

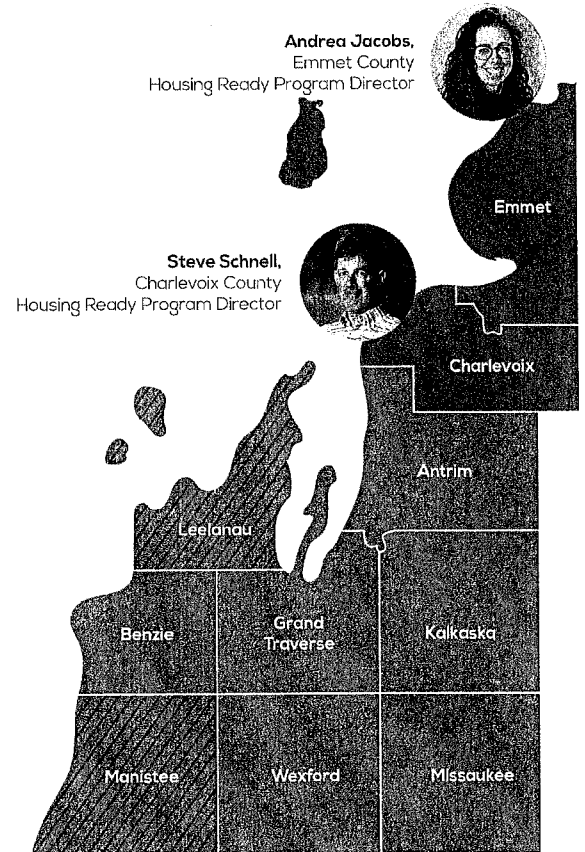
Thanks to the generosity of our private and public funders, both Charlevoix and Emmet counties have placed highly-qualified, locally-based staff providing customized services tailored to the specific needs of the counties they serve, with success defined in collaboration with participating partners.

In just two short years, Housing Ready Program Directors have made impressive progress, and they're just getting started!

- Accessory Dwelling Unit (ADU) Program implemented in Charlevoix County
- Deed Restriction Program launched in City of Charlevoix and expanded to Petoskey
- Petoskey LOFTS at Lumber Square project approved due to Housing Ready advocacy
- Zoning and master plan updates in Boyne City, Petoskey, Charlevoix, and East Jordan
- Housing Opportunity maps developed in Charlevoix and Emmet counties

Additional Program Milestones

- 50 communities introduced to Housing Ready Program
- 13 units of government have endorsed the Housing Ready Program
- 2 Housing Action Plans currently in progress
- 1 Housing Action Plan completed (Manistee)
- 500+ housing units built as a result of Housing Ready advocacy and technical support



Andrea Jacobs, Emmet County Housing Ready Program Director

Steve Schnell, Charlevoix County Housing Ready Program Director

How You Can Help

A strong Housing Ready program is funded by private philanthropy, foundations, nonprofit organizations, and units of government all working toward the same attainable housing goals.



DONATIONS

of cash or securities will ensure the Housing Ready Program has the necessary resources to facilitate housing systems change throughout our 10-county service area. *Gifts can be designated to support a specific Housing Ready Program in the county of your choice.*



SPEAK UP!

Let your county leadership know you want a Housing Ready Program working to solve the housing crisis **in your community.**



Leelanau County Housing Ready Program Director Position Description

Housing North, in collaboration with the Housing Action Committee of Leelanau County (HAC), seeks an individual to lead a Housing Ready Program in Leelanau County, Michigan. The primary objective of this position is to unlock market-driven solutions to create housing opportunities for today's workforce in Leelanau County. The individual selected for this position will be a catalyst and principal point of contact within the county for information, tools, and resources for initiatives to effectively address affordable housing shortages in Leelanau County.

Housing North is a non-profit governed by a 10-member Board of Directors representing business, philanthropy, local government, and communities. It works to build awareness, influence policy, and expand capacity so communities can create housing solutions that meet their unique needs. It covers the rural 10-county region in northwestern Michigan of Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, and Wexford counties. Housing North works closely with and through local and county-level communities and partnerships. The local committee for Housing North is the Housing Action Committee, established by the Leelanau County Commissioners in May, 2017. HAC goal is to have a diversity of permanently affordable workforce housing integrated throughout Leelanau County that provides a variety of housing options to sustain the local economy while preserving the character of the county.

Since 2017, the Housing Action Committee has conducted a county-wide review of ordinances and zoning rules to assist jurisdictions in considering changes in zoning to create options for housing that expand flexibility for developments. HAC developed a Housing Ready Checklist (Checklist) which has been adopted by other counties as a tool to assess the readiness of a township or community to create workforce housing. HAC members have presented the Checklist to all 11 township and 3 village planning

commissions in the county. In addition, HAC is working with the county planning and development department to create housing opportunity maps to show potential developers “shovel ready” sites within the county.

Scope of Work

Housing North and HAC are seeking an individual to provide the services described below. This is full time position employed by Housing North and based in Leelanau County. Partial funding for this position is currently contributed by the Leelanau Township Community Foundation, Leelanau Christian Neighbors, Townships and area businesses. Therefore, the Program Director’s initial activities will have a particular—but by no means exclusive—focus on workforce housing opportunities supporting these jurisdictions.

Finance and Project Support

- Develop an active network of developers, builders, nonprofits, governmental bodies (e.g., Leelanau County Land Bank and Brownfield Redevelopment Authorities), and others to identify potential projects and break down the barriers in order to bring those projects to fruition.
- Develop and keep up-to-date a database of potential development sites.
- Provide assistance to developers and development partners, including public officials, lenders, investors, and nonprofits, in planning, funding, and advocating for housing development that meets local goals with activities including:
 - o Identify funding needed to complement developer and other financing in order to achieve affordability goals for target households;
 - o Identify potential sources (including Federal, State, regional and local) to meet these needs and work with project partners and other Partnership members to develop funding proposals;
 - o Conduct third-party site plan reviews and/or financial reviews of major development proposals on behalf of HAC to assist with financial need or local development support in the form of tax abatement, infrastructure investments, or related opportunities for public-private partnerships;

- o Work with partners to create and support new local and/or regional affordable housing financing vehicles; and
- o Ultimately helping to close deals and bring attainable housing projects of various scales to fruition.

Leadership and Representation

- Represent and/or work closely with Housing North and HAC as a spokesperson for efforts to increase affordable housing in Leelanau County. This includes the ability to speak publicly to groups and organizations, and comfortably advocate for projects.
- Develop and maintain strong working relationships with local government officials, developers, lenders, investors, businesses, and nonprofit organizations in the County.
- Liaise with Housing North and other local and regional affordable housing groups to identify opportunities to collaborate, bring to Leelanau County relevant experiences and ideas being considered elsewhere in the region, and tap regional resources that could support and benefit the HAC activities in Leelanau County.
- Collaborate with local, regional, and statewide nonprofits seeking to build, finance, and market affordable housing within Leelanau County.
- Facilitate the development of innovative local policy-based programs, such as deed restrictions that limit occupancy to year-round residents, to help address drivers of the current shortage of affordable housing.
- Recruit, motivate, and support volunteers and their respective committees, including the Partnership.
- Assist local units of government on policy development, possible zoning changes, and other initiatives that support the development of attainable housing.

Qualifications

The individual selected for this position is expected to have the following qualifications:

- A bachelor's degree and at least 5 years of experience working in a public policy environment to influence land use decisions, housing policies and/or finance, economic development and/or real estate development; and
- A strong commitment and track record of collaboration with diverse partners and "leading from behind," strong finance and communications skills, a background in housing or community development, and the ability to work in a complex system with undefined parameters.
- A bachelor's degree in urban planning, public administration, economic development, nonprofit administration or real estate development is preferred.
- Familiarity with Leelanau County and the State of Michigan is preferred.

Submission of Proposals

This is a full-time position with benefits offered through Housing North. Interested parties can submit a cover letter, resume and salary requirements to Yarrow Brown, Executive Director, Housing North no later than DATE. Inquiries are welcome and should be addressed to yarrow@housingnorth.org

DEED RESTRICTION AGREEMENT

THIS DEED RESTRICTION AGREEMENT (the "Agreement") is entered into this ____ day of _____, 2021 (the "Effective Date") by and between Housing North, a Michigan nonprofit with a mailing address of P.O. Box 1434, Traverse City, 49685 (the "Grantee"), and NAME with an address of ADDRESS, ("Owner") (each a "Party" and collectively the "Parties").

WHEREAS, Owner desires to donate certain restrictions on the use of the Property for the benefit of the Grantee by requiring occupancy of the Property according to the occupation obligations as described below. This restriction agreement is given in consideration for a sum less than \$100.00 Dollars. This restriction agreement does not constitute a transfer of ownership under MCL 211.27a(6)(a)-(k).

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. Property. The following real property is hereby burdened with the covenants and restrictions specified in this Agreement: ADDRESS as more specifically described in **Exhibit A**.
2. Definitions. For purposes of this Agreement, the following terms shall have the following meanings:
 - a. *Person* means a natural person, and excludes any type of entity.
 - b. *Principal Place of Residence* means the home or place in which one's habitation is fixed and to which one has a present intention of returning after a departure or absence therefrom. To determine a person's Principal Place of Residence, the criteria set forth in M.C.L. 168.11 shall apply.
 - c. *Qualified Household* means one Qualified Resident or a group of persons that contains at least one Qualified Resident. A Qualified Household may have occupants that are not Qualified Residents as long as at least one occupant is a Qualified Resident.
 - d. *Qualified Resident* means a person who occupies the Property as the Owner or tenant with the Property being the Owner's or tenant's primary residence. The Owner or tenant will be considered as occupying the Property as his/her/their primary residence if the Owner is living at the Property for at least ten (10) months out of each calendar year. Housing North may, in its sole discretion, grant a temporary waiver of this occupancy requirement for good cause such as illness, temporary job relocation, military deployment or sabbatical. The Owner or tenant must provide written request for a temporary waiver of the owner occupancy requirement to be a qualified resident at least thirty (30) days prior to such temporary vacancy if reasonably

possible. The Owner's or tenant's failure to comply with the provisions of this paragraph may, following a three (3) month notice to cure, be deemed a breach of this Deed Restriction, allowing Housing North or the City of Petoskey to enforce this agreement.

e. *Managing Entity*: Housing North shall act as the managing entity under this Agreement. As such, Housing North shall be responsible for receiving and maintaining the Annual Verification statements as described below in paragraph 5.

3. Occupancy Restrictions.

a. At least one Qualified Resident shall continuously occupy the Property as his or her principal place of residence.

b. Owner may rent the Property as long as the Property is continuously occupied by a Qualified Household.

c. A Qualified Resident may lease a room or rooms in the Property to one or more persons, provided that the Qualified Resident still occupies the Property as his or her principal place of residence. For purposes of this provision, no lease shall be less than one month.

d. If the Qualified Resident is renting the Property, the initial lease term must be for a minimum of twelve (12) months. After the initial 12 months, a lease agreement may be renewed for a shorter term, but no less than one month.

e. The Property shall be used for residential purposes only. No commercial activity shall occur on or in the Property other than home occupations as may be permitted within the zone district applicable to the Property.

4. Annual Verification. No later than February 1st of each year, beginning in the year following this agreement, Owner shall submit a written statement to the Managing Entity including the following information and stating that such information is true and correct to the best of Owner's knowledge and belief:

a. Evidence to establish that the Property was occupied by a Qualified Resident during all of the prior calendar year;

b. If applicable, a copy of the lease form currently used for the Property; and

c. If applicable, a list of tenants who occupied the Property in the prior calendar year and the evidence submitted by each tenant to establish that they were a Qualified Resident, as set forth in the Qualification Guidelines.

5. Subdivision of Property. If the Property is subdivided or more than one dwelling is created or constructed on the Property, the requirements of this Deed Restriction Agreement shall apply to all new parcels created from the division of the Property and/or any dwelling unit constructed on the Property.

6. Breach.

a. It is a breach of this Agreement for Owner to violate any provision of this Agreement, or to

default in payment or other obligations due to be performed under a promissory note secured by a mortgage encumbering the Property. Owner shall notify the Grantee, in writing, of any notification received from any lender of past due payments or defaults in payments or other obligations within 5 days of receipt.

b. If the Grantee has reasonable cause to believe Owner is violating this Agreement, the Grantee or its agent including the Managing Entity may inspect the Property between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, after providing Owner with 24 hours written notice of the time and individual or individual(s) inspecting the Property. This Agreement shall constitute Owner's permission to enter the Property during such times upon such notice.

7. Enforcement. This Deed Restriction Agreement may be enforced by Housing North any agent, successor, or assign. This Agreement may also be enforced by the City of Petoskey, which is an express third-party beneficiary to this Agreement.

8. Delay in Enforcement. A delay in enforcement shall not be construed as a waiver of Grantee's right to enforce the terms of this Deed Restriction. Similarly, a decision not to enforce this Deed Restriction is not a waiver of the rights held by Grantee to pursue remedies in the future.

9. Remedies.

a. The Grantee or City shall have any and all remedies provided by law and in equity for a violation of this Deed Restriction, including without limitation: (i) damages; (ii) specific performance; and (iii) injunctions, including without limitation an injunction requiring eviction of the occupant(s) and an injunction to prohibit the occupancy of the Property in violation of this Deed Restriction. All remedies shall be cumulative.

b. The cost to the Grantee or City of any activity taken in response to any violation of this Deed Restriction, including reasonable attorney fees, shall be paid promptly by Owner.

10. Foreclosure.

a. In the event of a foreclosure, acceptance of a deed-in-lieu of foreclosure, or assignment, this Agreement shall remain in full force and effect.

b. Owner shall give immediate notice to the Grantee: of any notice of foreclosure under the mortgage or any other subordinate security interest in the Property; or when any payment on any indebtedness encumbering the Property is required to avoid foreclosure of the mortgage or other subordinate security interest in the Property.

c. Within 60 days after receipt of any notice described herein, the Grantee may (but shall not be obligated to) proceed to make any payment required to avoid foreclosure. Upon making any such payment, the Grantee may place a lien on the Property in the amount paid to cure the default and avoid foreclosure, including all fees and costs resulting from such foreclosure.

d. The Grantee shall have 30 days after issuance of the public trustee's deed or the acceptance of a deed in lieu of foreclosure by the holder in which to purchase by tendering to the holder, in cash or certified funds, an amount equal to the redemption price which would have been required of the borrower or any person who might be liable upon a deficiency on the last day of the statutory redemption period(s) and any additional

reasonable costs incurred by the holder related to the foreclosure.

11. Miscellaneous.

- a. Modification. This Agreement may only be modified by subsequent written agreement of the Parties.
- b. Integration. This Agreement and any attached exhibits constitute the entire agreement between Owner and the Grantee, superseding all prior oral or written communications.
- c. Runs with the Land. The benefits and obligations of the Parties under this Agreement shall run with the land, and Owner's obligations hereunder shall be binding on any subsequent holder of an ownership interest in the Property.
- d. Severability. If any provision of this Agreement is determined to be void by a court of competent jurisdiction, such determination shall not affect any other provision hereof, and all of the other provisions shall remain in full force and effect.
- e. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Michigan, and any legal action concerning the provisions hereof shall be brought in Charlevoix County, Michigan.
- f. Agreement Binding; Assignment. This Agreement, and the terms, covenants, and conditions herein contained, shall inure to the benefit of and be binding upon the heirs, personal representatives, successors, and assigns of the Parties.
- g. Third Parties. The City of Petoskey is an express third-party beneficiary to this Agreement. There are no other intended third-party beneficiaries to this Agreement.
- h. No Joint Venture. Notwithstanding any provision hereof, the Grantee shall never be a joint venture in any private entity or activity which participates in this Agreement, and the Grantee shall never be liable or responsible for any debt or obligation of any participant in this Agreement.
- i. Notice. Any notice under this Agreement shall be in writing, and shall be deemed sufficient when directly presented or sent pre-paid, first class United States Mail to the Party at the address set forth on the first page of this Agreement.
- j. Recording. This Agreement shall be recorded with the Charlevoix County Clerk and Recorder.
- k. Savings Clause. If any of the terms, covenants, conditions, restrictions, uses, limitations, obligations or options created by this Agreement are held to be unlawful or void for violation of: the rule against perpetuities or some analogous statutory provision; the rule restricting restraints on alienation; or any other statutory or common law rules imposing like or similar time limits, then such provision shall continue only for the period of the lives of the current duly elected and seated members of the Charlevoix City Council, their now living descendants, if any, and the survivor of them, plus 21 years.

12. Cessation of Existence. If the Grantee ceases to exist, then this Deed Restriction shall become vested in another entity, which shall be the City of Petoskey or another Michigan nonprofit organization, which is

has similar organizational purposes as Grantee, and which agrees to assume Grantee's rights and responsibilities under this Deed Restriction. Owner shall be promptly notified of the name and contact information for the successor entity.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

HOUSING NORTH, a Michigan Nonprofit

Yarrow Brown, Executive Director

STATE OF MICHIGAN }
COUNTY OF CHARLEVOIX } §

The foregoing instrument was subscribed, sworn to and acknowledged before me this _____ day of _____, 2021, by _____.

SIGNATURE: _____
PRINT NAME: _____
Notary Public
Certified in _____ County, Michigan
Acting in _____ County, Michigan
My commission expires: _____

OWNER

_____ [ENTITY NAME IF APPLICABLE]

_____ [TYPED NAME]

STATE OF MICHIGAN }
COUNTY OF CHARLEVOIX } §

The foregoing instrument was subscribed, sworn to and acknowledged before me this _____ day of _____, 2021, by _____.

SIGNATURE: _____
PRINT NAME: _____
Notary Public
Certified in _____ County, Michigan
Acting in _____ County, Michigan
My commission expires: _____

Drafted by:
Abbie Hawley
Olson, Bzdok & Howard
420 East Front Street
Traverse City, MI 49686

When recorded return to:
Yarrow Brown, Housing North
P.O. Box 1434
Traverse City, Michigan 49685

EXHIBIT A
LEGAL DESCRIPTION

Land located in the City of Petoskey, Emmet County, Michigan:

Contract Number: _____

Contractual Agreement

Between

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

And

Housing North
P.O. Box 1434
Traverse City, MI 49685

This Contract, designated Number _____ is made and entered into by and between Bingham Township, 7171 S. Center Hwy, Traverse City, MI 49684, hereinafter referred to as THE TOWNSHIP and Housing North, P.O. Box 1434, Traverse City, MI 49685, hereinafter referred to as HN on the ___ day of _____, 20__ (the "Effective Date").

In consideration of the mutual promises, covenants, and representations herein contained, the parties hereto agree as follows:

I. STATEMENT OF PURPOSE

The purpose of this agreement is to establish formal terms related to technical assistance provided by HN to THE TOWNSHIP for the purpose of providing Housing Ready Program services.

II. SCOPE OF WORK

1. HN agrees to perform the functions set forth in Attachment A, hereinafter referred to as "The Project" and comply fully with subsequent revisions and modifications.
2. HN is performing Housing Ready Program services contemplated by this Contract as an independent contractor and is not acting as an employee or agent of THE TOWNSHIP. As a result of the organization's status as an independent contractor, THE TOWNSHIP shall not be responsible for any state or federal income tax withholdings and shall not be responsible for providing worker's compensation insurance coverage for HN.

III. PERIOD OF PERFORMANCE

The CONTRACTOR shall commence performance of this Contract on _____, 2022, and shall complete said performance on _____.

IV. COMPENSATION

THE TOWNSHIP agrees to pay HN as compensation for all costs, work performed and services provided under this Contract for up to ____ months in an amount not to exceed \$5,000. Should additional services be required, THE TOWNSHIP Administrator shall be permitted to raise this cap subject to budgetary controls of THE TOWNSHIP. HN is not authorized to make any purchases or charge any expenditures to THE TOWNSHIP without prior approval of THE TOWNSHIP Administrator or THE TOWNSHIP Administrator's authorized representative. One-quarter of the Compensation is due within thirty (30) days of the Effective Date and the remaining compensation shall be billed in one-quarter increments every three months thereafter and shall be due within thirty (30) days of receipt of any invoice by THE TOWNSHIP.

V. TERMINATION

1. Either party may terminate this Contract at any time by giving at least 30 days written notice to the other party of such termination and specifying the effective date thereof.
2. If either party terminates this Contract, HN will receive the Compensation through the effective date of termination. Upon receipt of the Compensation, THE TOWNSHIP will receive the work product produced by HN under this Contract through the effective date of termination. In no case will the compensation paid to HN for partial completion of services exceed the amount HN would have received had the services been completed in full.

VI. INSURANCE AND INDEMNIFICATION

1. To the fullest extent permitted by law, THE TOWNSHIP shall indemnify, defend (at THE TOWNSHIP's sole expense) and hold harmless HN (including its officers, employees and agents) from and against any and all claims for bodily injury, death or damage to property, demands, damages, actions, causes of action, suits, losses, judgments, obligations and any liabilities, costs and expenses (including but not limited to investigative and repair costs, attorneys' fees and costs, and consultants' fees and costs) which arise or are in any way connected with the work performed, materials furnished, or services provided under this Contract by HN or its agents, up to the full amount of any applicable insurance policy limits of THE TOWNSHIP.

THE TOWNSHIP shall not be obligated to indemnify and defend HN for any negligence or willful misconduct of HN, whether passive or active (including its officers, employees and agents); and HN shall indemnify, defend and hold harmless THE TOWNSHIP for said negligent or willful misconduct of HN.

2. The parties shall procure and shall maintain during the life of this Contract General Liability Insurance in an amount not less than \$1,000,000 per occurrence for injuries, including accidental death, for each person; and subject to the same limit for each person, in an amount not less than \$1,000,000 per occurrence on account of each accident; and Property Damage Insurance in an amount not less than \$1,000,000 each occurrence; and combined Single Limit for Bodily Injury and Property Damage Liability in an amount not less than \$1,000,000 for each occurrence. The policy shall contain an endorsement stating that the other party, its board, officers, employees, and agents have been named as additional

insureds onto such policy for all claims arising out of the services provided under this Agreement.

3. The indemnification and defense obligations hereunder shall extend to claims occurring after this Contract is terminated as well as while it is in force, and shall continue until it is finally adjudicated that any and all actions against HN (including its officers, employees and agents) for such matters which are indemnified hereunder are fully and finally barred by applicable laws.

VII. FORCE MAJEURE

If because of Force Majeure either party is unable to carry out any of its obligations under this Contract (other than obligations of such party to pay or expend money for or in connection with the performance of this Contract), and if such party promptly gives to the other party concerned written notice of such force majeure, then the obligations of the party giving such notice will be suspended to the extent made necessary by such force majeure and during its continuance, provided the effect of such force majeure is eliminated insofar as possible with all reasonable dispatch. "Force Majeure" means unforeseeable events beyond a party's reasonable control and without such party's fault or negligence, including, but not limited to, acts of God, acts of public enemy, acts of the federal government, fire, flood, inclement weather, epidemic, quarantine restrictions, strikes and embargoes, labor disturbances, the unavailability of raw materials, legislation, orders or acts of civil or military authority, injunctions, or other causes of a similar nature which wholly or substantially prevent performance.

If the Contractor is delayed in the completion of the Project due to Force Majeure, or otherwise, the Period of Performance may be extended for a period determined by the parties to be equivalent to the time of such delay.

The parties agree the COVID-19 Pandemic is not a force majeure event; however it may impact the method and means of completing the Project. This impact shall not affect the Compensation as set forth in this Contract.

VIII. NONDISCRIMINATION

The parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, sexual orientation, gender identity, religion, national origin, age, sex, height, weight, family status, marital status, or physical or mental disability. Breach of this covenant may be regarded as a material breach of this Contract.

IX. DISPUTE RESOLUTION

The parties agree to use good faith negotiations to resolve any dispute that may arise under or relate to this Contract and will attempt to reach an amicable resolution of such dispute. In the event that the parties are not able to resolve any dispute by negotiation, the parties agree prior to any other action or proceeding to meet in good faith in at least one mediation session with a mediator mutually agreed to by both parties at a location agreed to by both parties. Each party will bear its own costs in mediation and the fees and expenses of the mediation will be shared equally by the parties.

X. MISCELLANEOUS

1. **Governing Law.** The parties agree that the validity, construction, enforcement and interpretation of this Contract shall be governed by the laws of the State of Michigan.
2. **Non-Assignability.** This Contract may not be assigned by either party without the express written consent of the other party.
3. **Entire Agreement:** The Contract contains the entire agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, among the parties.
4. **Severability** The invalidity or unenforceability of any provision of this Contract shall not affect the other provisions, and this Contract shall be construed as if such invalid or unenforceable provision were omitted.
5. **Modifications.** A request for Contract modification may be made by either party and will be subject to negotiation, if necessary, but shall not be effective unless agreed to in writing by both parties.
6. **Not a Joint Venture.** The parties do not intend this Contract to be a joint venture.
7. **Third Party Beneficiaries.** This Contract confers no rights or remedies on any third party, other than the parties to this Contract and their respective successors and permitted assigns.
8. **Execution in Counterparts.** This Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.
9. **Digital Signatures.** The parties hereto acknowledge and agree under the Uniform Electronic Transactions Act, MCL 450.832, et seq. that this Contract may be executed with the electronic signature of any person authorized and required to sign on behalf of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Contract the day and year first above written.

FOR THE TOWNSHIP OF BINGHAM

Midge Werner
Supervisor

Date

FOR HOUSING NORTH

Carlin Smith
President

Date

ATTACHMENT A

SCOPE OF WORK

Housing North staff will provide professional services to communities in Leelanau County including but not limited to the following activities:

Finance and Project Support

- Develop an active network of developers, builders, nonprofits, governmental bodies (e.g., Leelanau County Land Bank and Brownfield Redevelopment Authorities), and others to identify potential projects and break down the barriers in order to bring those projects to fruition
- Develop and keep up-to-date a database of potential development sites

- Provide assistance to developers and development partners, including public officials, lenders, investors, and nonprofits, in planning, funding, and advocating for housing development that meets local goals with activities including: Identifying funding needed to complement developer and other financing in order to achieve affordability goals for target households;
- Identify potential sources (including Federal, State, regional and local) to meet these needs and work with project partners and other Partnership members to develop funding proposals;
- Conduct third-party site plan reviews and/or financial reviews of major development proposals on behalf of HAC to assist with financial need or local development support in the form of tax abatement, infrastructure investments, or related opportunities for public-private partnerships;
- Work with partners to create and support new local and/or regional affordable housing financing vehicles; and
- Ultimately helping to close deals and bring attainable housing projects of various scales to fruition

Leadership and Representation

- Represent and/or work closely with Housing North and HAC as a spokesperson for efforts to increase affordable housing in Bingham Township and Leelanau County
- Develop and maintain strong working relationships with local government officials, developers, lenders, investors, businesses, and nonprofit organizations in the township and the county
- Liaise with local and regional affordable housing groups to identify opportunities to collaborate; bring to Bingham Township as well as Leelanau County relevant experiences and ideas being considered elsewhere in the region, and tap regional resources that could support and benefit the HAC activities in Leelanau County
- Collaborate with local, regional, and statewide nonprofits seeking to build, finance, and market affordable housing within Bingham Township and Leelanau County
- Facilitate the development of innovative local policy-based programs, such as deed restrictions that limit occupancy to year-round residents, to help address drivers of the current shortage of affordable housing
- Recruit, motivate, and support volunteers and their respective committees, including the Partnership

- Assist local units of government on policy development, possible zoning changes, and other initiatives that support the development of attainable housing



PROPOSAL / Letter of Agreement

27 April 2022

Bingham Township Hall Office Addition
Attn: Midge Werner, Twp. Supervisor
7171 Center Highway
Traverse City, MI

Midge & Township Board Members:

Thank you for the opportunity to continue on with the bid and construction drawings for the new addition to the Township Hall Offices. I have itemized your pertinent thoughts and needs into the following proposal for architectural services.

General scope of work: If you remember any additional thoughts please let me know and we can include in our general scope of work.

- New Addition (16'-0" X 17'-0) to the existing Township Hall Office area.
- Use the current approved schematic design set of drawings dated 10/7/2021. This design will be the spring point for the bid / construction drawings itemized below.

Basic Drawing Set: This set of drawings will have a basic level detail and will be adequate for bidding, procurement of the permit and construction of your home.

- Site plan: Basic site layout showing the new building with relation to any major site features as well as the existing house footprint plus additions. This will be based on an existing survey of your site.
- Foundation Plan: Foundation / basement plan will include dimensions and general notes. Foundation structural information will also be included on this plan.
- Floor Plans: Main floor plan. The plans will include general notes and dimensions.
- Elevations: All (3) addition elevations with general notes, finish materials and basic dimensions.
- Wall Section: (1-2) typical wall sections indicative of the basic construction from foundation to roof peak. These sections will contain general notes and dimensions. Additional sections and details can be worked out at our hourly rate as approved or authorized by you.
- Door & Window Schedules: Basic itemization of doors and windows. This information will be indicated on the plans and elevations.

- Lighting / Electrical: I will generate a schematic lighting, switching & electrical plan based on your input.
- Structural notes: I will add any structurally related notes per my (or your) engineer to the drawings as required.
- Plumbing Mechanical Electrical: Since I do not provide plumbing, mechanical or electrical engineering services...I propose that we use a "design-build" approach. I can estimate the general approach for the bidding process. After selection of general contractor...each respective sub-contractor will be responsible for providing the code-required information to me for translation into my drawing set. Many times the contractors can pull permits without engineered drawings. (If too complex...an engineer will need to be consulted).
- Bid Review: I can assist with review of the bids to assure they are inclusive of the needed services etc.
- Construction Observation: Included as needed throughout the entire process.
- Sealed Plans / Permit Set: I will include any services needed for the permit process including sealed plans.

Addition & Remodel Architectural Fees: The architectural fee for the included services listed above will be a **Flat Fee... \$8,400** to be paid in (3) installments as follows. First installment (\$2800) at commencement of services second installment (\$2800) upon permit issuance of permit & last installment (\$2800) upon final occupancy. All fees and services including any additional services required by the owners or their agent shall be billed at my standard hourly rate of \$100.00/hr. This signed proposal will be required prior to commencement of drawings or services. I will invoice monthly once the drawings have started. Terms will be net 14 days on all invoices.

The following list outlines some basic potential services and expenses that will be in addition to this proposal.

- **Reimbursable Expenses:** Copies, prints, and the like will be billed in addition to these fees. These will be billed @ \$1.00 per 11x17 print or copy. Larger sized print sets will require outsourcing (to your printer of choice) and invoiced to you at cost.
- **Plumbing / Mechanical / Electrical Engineering:** If needed these services will be in addition to this proposal.
- **Zoning & DEQ etc.:** I can provide assistance and support in these areas (in addition to this proposal per your request).

Take a moment to review all the information included in this proposal. If there are any questions please contact me so that we may discuss them. I am happy to modify or tweak this proposal accordingly. If you find the terms of this letter acceptable please sign below and send me a copy. I look forward to assisting you with your office addition project.

Kind regards,

ANDY RINK .

A. Rink Architects Inc.
Andy Rink, President

Acceptance of this proposal by:

.....Date.....

Whiteford Lawn Maintenance

7160 East Fouch Road * Traverse City, MI 49684

231-313-1907

Bingham Twp.

Attn: Midge Werner

7171 S. Center Hwy

Traverse City, MI 49684

Subject: 2022-2023 Lawn Care Bid

This letter is to confirm that we are going to be keeping the yard maintenance up for the following years of 2022-2023. We look forward to working with you.

Enclosed please find the Bid Information for Bingham Parks, Cemeteries and the Twp. Hall.

Please note we've had to raise prices due to the increasing costs of fuel and upkeep. If you have any questions, please contact us.

Sincerely

Paul & Gaylene Whiteford

Enclosure 1

Whiteford Lawn Maintenance

7160 East Fouch Road * Traverse City, MI 49684

231-313-1907

Bouhey Park	Mowing Services: \$80.00	<i>1 year \$65.00</i>
	Spring Clean Up: \$300.00	<i>210.00</i>
	Fall Clean Up: \$380.00	<i>300.00</i>
Bingham Park	Mowing Services: \$80.00	<i>65.00</i>
	Spring Clean Up: \$300.00	<i>210.00</i>
	Fall Clean Up: \$380.00	<i>300.00</i>
Hendryx Park	Mowing Services: \$40.00	<i>38.00</i>
	Spring Clean Up: \$65.00	<i>65.00</i>
	Fall Clean Up: \$70.00	<i>70.00</i>
Township Hall	Mowing Services: \$61.00	<i>59.00</i>
	Spring Clean Up: \$160.00	<i>110.00</i>
	Fall Clean Up: 190.00	<i>140.00</i>
Maple Grove	Mowing Services: \$350.00	<i>300.00</i>
	Spring Clean Up: 600.00	<i>500.00</i>
	Fall Clean Up: \$700.00	615.00 <i>615.00</i>
Bingham Cemetery:	Mowing Services: \$175.00	<i>145.00</i>
	Spring Clean Up: \$300.00	<i>255.00</i>
	Fall Clean Up: \$520.00	<i>495.00</i>

Audit info

Tobin & Company

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, 2022. 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 \$3,550.00 for the year ended June 30, 2022. 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.

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.

BINGHAM TOWNSHIP

Acceptance of Insurance Proposal

Effective Date of Policy: June 1st, 2022

Signature Title Date

TOTAL ANNUAL PREMIUM \$7,560

OPTIONAL LIMITS ACCEPTED:

INITIAL LIMIT PREMIUM ADJUSTMENT

____ GROUP ACCIDENT POLICY \$ _____ \$ _____

____ PROPERTY EARTHQUAKE \$ _____

____ CYBERSOLUTIONS \$50,000 - \$100,000 \$ 992.00

____ UMBRELLA \$ _____ \$ _____

____ MONETARY DAMAGE \$ _____ \$ _____

____ \$ _____

____ \$ _____

____ \$ _____

____ \$ _____

____ \$ _____

TOTAL ANNUAL PREMIUM: \$ _____

PREMIUM SUMMARY

I. COMPREHENSIVE MUNICIPAL LIABILITY	INCLUDED
II. FLEET LIABILITY	INCLUDED
III. FLEET (PROPERTY)	INCLUDED
IV. INLAND MARINE	INCLUDED
V. PROPERTY (FIRE)	INCLUDED
VI. VALUABLE PAPERS AND RECORDS	INCLUDED
VII. CRIME	INCLUDED
VIII. BONDS	INCLUDED
IX. WORKERS COMPENSATION	
X. POLICE PROFESSIONAL	
XI. BUSINESS ELECTRONIC EQUIPMENT	INCLUDED
XII. BOILER AND MACHINERY	INCLUDED
XIII. CYBER LIABILITY COVERAGE	

TOTAL PAR-PLAN ANNUAL PREMIUM: \$ 4,864.00

NOTE: The **MICHIGAN TOWNSHIP PARTICIPATING PLAN** is formed under the enabling legislation of Public Act #138. It is a 'fixed cost, fully reinsured, **non-assessable program**', controlled by the Board of Directors of the Michigan Township Participating Plan.

Bingham Township – Leelanau County, MI
Resolution #20220516.01

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 2022-2023 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2022, the salary of the township Supervisor shall be as follows: Supervisor: \$17,478.59 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 20, 2022 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 16, 2022, 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 5/16/2022: AYE: _____

NO: _____

June 20, 2022: Resolution offered by board member: _____ Supported by board member: _____

Audience Vote June 20, 2022 ___yes, ___opposed

The Supervisor declared the resolution _____

_____, Clerk
Kathy Morio

**Bingham Township – Leelanau County, MI
Resolution #20220516.02**

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 2022-2023 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2022, the salary of the township Treasurer shall be as follows: Treasurer: \$27,395.23 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 20, 2022 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 16, 2022, 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 5/16/2022: AYE: _____

NO: _____

June 20, 2022: Resolution offered by board member: _____ Supported by board member: _____

Audience Vote June 20, 2022 ___ yes, ___ opposed

The Supervisor declared the resolution _____

_____, Clerk
Kathy Morio

**Bingham Township – Leelanau County, MI
Resolution #20220516.03**

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 2022-2023 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2022, the salary of the township Clerk shall be as follows:
Clerk: \$26,552.29 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 20, 2022 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 16, 2022, 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 5/16/2022: AYE: _____
NO: _____

June 20, 2022: Resolution offered by board member: _____ Supported by board member: _____
Audience Vote June 20, 2022 ___ yes, ___ opposed

The Supervisor declared the resolution _____

_____, Clerk
Kathy Morio

Bingham Township – Leelanau County, MI

Resolution #20220516.04

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 2022-2023 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2022, the salary of the township Trustees shall be as follows: Trustees: \$4,436.49 Base Salary for two trustees (\$2,218.24 each).

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 20, 2022 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 16, 2022, 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 5/16/2022: AYE: _____

NO: _____

June 20, 2022: Resolution offered by board member: _____ Supported by board member: _____

Audience Vote June 20, 2022 ___ yes, ___opposed

The Supervisor declared the resolution _____

_____, Clerk
Kathy Morio

DRAFT

Bingham Township Budget 2022-23

To Be Approved June 20, 2022

as of April profit loss

	Budget 22-23	Year to date 21-22	Budget 21-22	% of Budget
Income				
245 . Interest Income	1,500.00	829.97	1,500.00	55.33%
400 . Revenues				
401 . Current Property Taxes	52,427.00	47,093.22	49,229.00	95.66%
405 . School Payment - Summer Tax Coll.	5,200.00	5,107.50	5,200.00	98.22%
420 . Delinquent Pers. Prop. Taxes	50.00	0.00	50.00	0.0%
445 . Penalties & Interest on Taxes	4,000.00	488.01	4,000.00	12.2%
474 . Short Term Rental Permits	25,800.00	12,800.00	25,800.00	49.61%
476 . Land Use Permits	5,000.00	3,200.00	5,000.00	64.0%
477 . Special Land Use Permits	400.00	1,225.00	400.00	306.25%
478 . Land Divisions	1,050.00	1,350.00	1,050.00	128.57%
479 . Appeals/Variances	200.00	600.00	200.00	300.0%
539 . Grants	0.00	127,486.00	0.00	100.0%
574 . State Revenue Sharing	246,015.00	219,221.00	218,961.00	100.12%
580 . Metro Funds	6,600.00	47.85	6,600.00	0.73%
642 . Ord. Books, Copies, FOIA Requests	50.00	157.20	50.00	314.4%
665 . Interest Income	1,000.00	24.60	1,000.00	2.46%
667 . Schoolhouse Rent	500.00	0.00	500.00	0.0%
675 . Cemetery Lots	1,000.00	0.00	1,000.00	0.0%
677 . Reimbursements	2,000.00	806.11	2,000.00	40.31%
687 . Refunds/Rebates	1,000.00	0.00	1,000.00	0.0%
699 . Transfer In (245 Funds)	0.00	8,000.00	0.00	100.0%
Total 400 . Revenue	352,292.00	427,606.49	322,040.00	132.78%
Unbudgeted Revenue		0.00		
Total Revenue	353,792.00	428,436.46	323,540.00	132.42%
Expenditures				
101 . Township Board				
101-702 . Trustee Salaries	4,436.49	3,572.00	4,286.46	83.33%
101-704 . Land Division Salary	600.00	500.00	600.00	83.33%
101-705 . Office Aide	2,400.00	1,283.78	2,346.00	54.72%
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	6,700.00	8,600.00	77.91%
101-724 . Clean-up Day	3,500.00	0.00	3,500.00	0.0%
101-725 . Lawn Maintenance	13,000.00	8,855.50	13,000.00	68.12%
101-726 . Miscellaneous	2,000.00	587.80	2,000.00	29.39%
101-802 . Attorney	4,000.00	175.00	4,000.00	4.38%
101-803 . Audit	3,550.00	4,005.00	3,800.00	105.4%
101-805 . Dues (MTA, Planning)	4,000.00	0.00	4,000.00	0.0%
101-806 . Webmaster	600.00	450.00	600.00	75.0%
101-860 . Mileage	200.00	14.63	200.00	7.32%
101-865 . Insurance	7,825.00	298.00	7,825.00	3.81%
101-866 . HazMat	400.00	395.00	400.00	98.75%
101-920 . Street Lights	950.00	709.02	950.00	74.63%
101-955 . Education	1,000.00	290.00	1,000.00	29.0%
101-956 . Recording Secretary	1,100.00	831.52	1,100.00	75.59%
Total 101 . Township Board	68,161.49	28,667.25	68,207.46	42.03%

Bingham Township Budget 2022-23

To Be Approved June 20, 2022

as of April profit loss

DRAFT

		Budget 22-23	Year to date 21-22	Budget 21-22	% of Budget
171 . Supervisor					
	171-706 Supervisor Salary	17,478.59	14,072.90	16,887.53	83.33%
Total 171 . Supervisor		17,478.59	14,072.90	16,887.53	83.33%
215 . Clerk					
	215-701 . Clerk Salary	26,552.29	21,378.70	25,654.39	83.33%
	215-703 . Deputy Wages	3,500.00	514.20	3,000.00	17.14%
	215-705 . Clerical Assistant(Foia/Cemetery)	400.00	0.00	400.00	0.0%
Total 215 . Clerk		30,452.29	21,892.90	29,054.39	75.35%
247 . Board of Review					
	247-704 . Per Diem	1,650.00	1,515.00	1,650.00	91.82%
Total 247 . Board of Review		1,650.00	1,515.00	1,650.00	91.82%
253 . Treasurer					
	253-702 . Treasurer Salary	27,395.23	22,057.40	26,468.82	83.33%
	253-703 . Deputy Wages	500.00	587.05	500.00	117.41%
	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		29,995.23	22,644.45	29,068.82	77.9%
257 . Assessor					
	257-702 . Assessor Salary	26,517.92	21,351.00	25,621.18	83.33%
	257-703 . Asst. Assessor Salary	3,583.56	3,029.03	3,462.38	87.48%
	257-860 . Mileage	300.00	125.08	400.00	31.27%
	257-999 . Field Project	0.00	0.00	0.00	0.0%
Total 257 . Assessor		30,401.48	24,505.11	29,483.56	83.11%
262 . Elections					
	262-703 . Wages	6,000.00	0.00	4,000.00	0.0%
	262-727 . Supplies	1,700.00	21.84	1,500.00	1.46%
	262-728 . Shredding	150.00	53.60	100.00	53.6%
	262-860 . Mileage	450.00	0.00	450.00	0.0%
	262-930 . Machine Expenses	1,000.00	0.00	1,000.00	0.0%
Total 262 . Elections		9,300.00	75.44	7,050.00	1.07%
265 . Township Hall					
	265-727 . Supplies	3,200.00	5,179.48	3,200.00	161.86%
	265-728 . Postage	6,000.00	3,941.76	5,000.00	78.84%
	265-730 . Bills/ Assessment Notice	3,500.00	753.49	3,500.00	21.53%
	265-850 . Telephone	1,000.00	799.80	850.00	94.09%
	265-851 . Copy Machine	1,500.00	1,090.16	2,000.00	54.51%
	265-852 . Software Support	7,500.00	3,856.00	7,500.00	51.41%
	265-855 . Internet Access	1,300.00	899.90	1,100.00	81.81%
	265-900 . Advertising & Publishing	2,400.00	1,752.10	2,400.00	73.0%
	265-920 . Utilities - Electric	2,800.00	2,144.93	2,800.00	76.61%
	265-921 . Utilities - Gas	1,350.00	1,253.11	1,100.00	113.92%
	265-930 . Repairs/Maintenance	1,200.00	989.33	1,200.00	82.44%
	265-931 . Cleaning	900.00	176.40	900.00	19.6%
	265-932 . Waste Pickup	400.00	269.10	300.00	89.7%
Total 265 . Township Hall		33,050.00	23,105.56	31,850.00	72.55%

Budget '22-'23

DRAFT

Bingham Township Budget 2022-23
To Be Approved June 20, 2022

as of April profit loss

	Budget 22-23	Year to date 21-22	Budget 21-22	% of Budget
276 . Cemeteries				
276-701 . Sexton	400.00	0.00	400.00	0.0%
276-702 . Cemetery Clerk	1,200.00	1,000.00	1,200.00	83.33%
276-727 . Supplies/Maintenance	800.00	551.86	800.00	68.98%
276-920 . Utilities (Keswick Cem.)	350.00	267.39	350.00	76.4%
276-932 . Waste pick-up	450.00	168.76	450.00	37.5%
276-940 . Porta Potty Rental	0.00	0.00	0.00	0.0%
Total 276 . Cemeteries	3,200.00	1,988.01	3,200.00	62.13%
721 . Planning				
721-704 . Planning Mtg. per Diem	6,120.00	3,280.00	5,700.00	57.54%
721-855 . Education	900.00	0.00	900.00	0.0%
721-956 . Recording Secretary	770.00	514.08	770.00	66.76%
Total 721 . Planning	7,790.00	3,794.08	7,370.00	51.48%
722 . Planning/Zoning Contract				
722- 726 . Planning Services	8,568.00	6,426.00	8,568.00	75.0%
722- 727 . Zoning Services	20,172.00	16,810.00	20,172.00	83.33%
Total 722 . Planning/Zoning Contract	28,740.00	23,236.00	28,740.00	80.85%
723 . Zoning Board of Appeals				
723-704 . Mtg. per Diem	1,440.00	190.00	855.00	22.22%
723-855 . Education	300.00	0.00	200.00	0.0%
Total 723 . Zoning Board of Appeals	1,740.00	190.00	1,055.00	18.01%
725 . Fire Authority				
725-704 . Mtg. per Diem	480.00	400.00	480.00	83.33%
Total 723 . Fire Authority	480.00	400.00	480.00	83.33%
755 . Parks				
755-704 . Park Rep per Diem	480.00	400.00	480.00	83.33%
755-727 . Supplies	250.00	55.99	250.00	22.4%
755-920 . Utilities (Bing. & Boughey Parks)	300.00	188.56	300.00	62.85%
755-932 . Waste pick-up	600.00	215.64	800.00	26.96%
755-940 . Porta Potty Rental	2,900.00	2,473.78	2,900.00	85.3%
755-945. Park Improvements	7,000.00	1,279.33	7,000.00	18.28%
Total 755 . Parks	11,530.00	4,613.30	11,730.00	39.33%
6561 . Payroll Expenses - FICA	8,000.00	7,277.57	8,000.00	90.97%
Total Expenses w/o Capital Outlay & Fire:	281,969.08	177,577.57	273,826.76	64.85%

Bingham Township Budget 2022-23
To Be Approved June 20, 2022

as of April profit loss

DRAFT

	Budget 22-23	Year to date 21-22	Budget 21-22	% of Budget
977 . Capital Outlay to 245 Funds				
245-245 . Area Improvement	0.00	0.00	0.00	0.0%
245-246 . Parks and Rec. Grant	0.00	0.00	0.00	0.0%
245-248 . Parks and Rec. Improvement	9,000.00	4,000.00	9,000.00	
245-259 . Office Equipment	2,000.00	0.00	2,000.00	0.0%
245-262 . Elections	6,000.00	3,000.00	6,000.00	50.0%
245-265 . Schoolhouse	19,000.00	2,000.00	19,000.00	10.53%
245-276 . Cemeteries	0.00	0.00	0.00	0.0%
245-466 . Roads	0.00	0.00	0.00	0.0%
245-539 . Grants	0.00	0.00	0.00	0.0%
245-540 . ARPA Funds				
245-665 . Interest on Funds	0.00	0.00	0.00	0.0%
245-721 . Planning- Master Plan	0.00	10,000.00	0.00	100.0%
245-752 . Assessor Field Project	9,000.00	0.00	9,000.00	0.0%
245-802 . Attorney	3,000.00	3,000.00	3,000.00	100.0%
Total 977 . Capital Outlay to 245 Funds	48,000.00	22,000.00	48,000.00	45.83%
996 . Transfer Out (245)	0.00	0.00	0.00	
699 . Transfer In (Gen. Checking)	0.00	0.00	0.00	
8000-245. Expenditures		33,404.17		
Contingency	1,000.00	0.00	1,000.00	0.0%
4000 . Reconciliation Discrepancies		375.00		
To General Fund Savings		0.00		0.0%
Total Expenses	330,969.08	199,577.57	322,826.76	61.82%
with 245 and Reconciliation Discrepancies				
Net Income	22,822.92	228,858.89	713.24	

ZONING ADMINISTRATOR'S REPORT

APRIL 2022

BINGHAM TOWNSHIP

PREPARED BY STEVE PATMORE

For May 2022 Planning Commission & Township Board Meetings

LAND USE PERMITS ISSUED

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY BUILDINGS	OTHER
April 2022	5	3	2	0	0
Year To Date 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 22-013 10637 E. Anchor Way - new single-family dwelling
LUP 22-014 7051 S. Lake Leelanau Dr. – garage addition
LUP 22-015 4916 S. Boone-Aire. – deck addition
LUP 22-016 2764 S. Pine Meadow Path - new single-family dwelling
LUP 22-017 Rolling Hills Dr. - new single-family dwelling

Revisions to existing permits.
Several Permits under review
Many questions on Land Use Permits, setbacks, zoning, permit process, etc.

Land Divisions

- Approved one application for one new parcel on Mellissa Dr.
- Several inquiries.

Zoning Board of Appeals:

- Follow-up on previous ZBA cases.

Short Term Rental Administration

- Working on renewal permits for 2022.
- Approximately 55 applications received for 2022 to date
- Several inquiries every week.

Other Work:

- Lots of questions and inquiries on properties due to the active real estate market.
- Inquiries about accessory dwellings/guest houses

11:12 AM
05/13/22

Bingham Township
Vendor Balance Summary
All Transactions

	<u>May 16, 22</u>
Alpha Electric Group, Inc	565.16
B&Z Well Drilling Company	2,353.98
BS&A Software	4,193.00
Cathy Core	25.20
Charter Communications cable	169.97
Cherryland Electric Cooperative	94.41
Consumers Energy	231.57
GFL Environmental	27.40
Integrity Business Solutions	55.78
Leelanau Enterprise & Tribune	66.90
Lorin Lardie	8.40
Marge Johnson	146.88
Netlink Business Systems	450.00
Northern Building Supply, LLC	217.59
Suttons Bay Township	1,681.00
Wells Fargo Financial Leasing, Inc	77.08
TOTAL	<u><u>10,364.32</u></u>

Bingham Township
Payroll Transactions by Payee
 April 19 through May 16, 2022

Date	Name	Amount
Michigan Treasury 05/13/2022	Michigan Treasury	-459.34
Total Michigan Treasury		-459.34
United States Treasury 05/13/2022	United States Treasury	-2,224.22
Total United States Treasury		-2,224.22
Audette, Paul G 05/16/2022	Audette, Paul G	-252.11
Total Audette, Paul G		-252.11
Brown, Michael K 05/16/2022	Brown, Michael K	-516.71
Total Brown, Michael K		-516.71
Clark, Kim R. 05/16/2022	Clark, Kim R.	-362.12
Total Clark, Kim R.		-362.12
Core, Peggy N. 05/16/2022	Core, Peggy N.	-276.10
Total Core, Peggy N.		-276.10
Coulter {ew}, Dorothy Jean 05/16/2022	Coulter {ew}, Dorothy Jean	-121.48
Total Coulter {ew}, Dorothy Jean		-121.48
Erwin {ew}, Mary 05/16/2022	Erwin {ew}, Mary	-103.44
Total Erwin {ew}, Mary		-103.44
Friske, Angela 05/16/2022	Friske, Angela	-1,815.07
Total Friske, Angela		-1,815.07
Grant, Michelle M 05/16/2022	Grant, Michelle M	-185.00
Total Grant, Michelle M		-185.00
Grant, Sandra K 05/16/2022	Grant, Sandra K	-1,769.49
Total Grant, Sandra K		-1,769.49
Hawtof, Gwen D 05/16/2022	Hawtof, Gwen D	-215.85
Total Hawtof, Gwen D		-215.85
Hutton, Timothy L 05/16/2022	Hutton, Timothy L	-203.51
Total Hutton, Timothy L		-203.51
Jasinski, Catherine D 05/16/2022	Jasinski, Catherine D	-66.08
Total Jasinski, Catherine D		-66.08

Bingham Township
Payroll Transactions by Payee
 April 19 through May 16, 2022

Date	Name	Amount
Layman, Jeffrey H 05/16/2022	Layman, Jeffrey H	-223.41
Total Layman, Jeffrey H		-223.41
McCann, Janelle 05/16/2022	McCann, Janelle	-215.85
Total McCann, Janelle		-215.85
Morio, Kathy 05/16/2022	Morio, Kathy	-1,856.56
Total Morio, Kathy		-1,856.56
Pawlowicz, James L 05/16/2022	Pawlowicz, James L	-57.27
Total Pawlowicz, James L		-57.27
Stone(trustee), Todd 05/16/2022	Stone(trustee), Todd	-192.58
Total Stone(trustee), Todd		-192.58
Werner, Marian E 05/16/2022	Werner, Marian E	-1,207.82
Total Werner, Marian E		-1,207.82
Woods, Mary E 05/16/2022	Woods, Mary E	-57.27
Total Woods, Mary E		-57.27
TOTAL		-12,381.28

Bingham Township
Profit & Loss Budget vs. Actual
 July 1, 2021 through May 16, 2022

	<u>Jul 1, '21 - May 16, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
245 Account				
245-665 · Interest Income	923.31	1,500.00	-576.69	61.55%
Total 245 Account	923.31	1,500.00	-576.69	61.55%
400 · REVENUES				
474 · Short Term Rental Permits	12,800.00	25,800.00	-13,000.00	49.61%
401 · Current Taxes	49,244.31	49,229.00	15.31	100.03%
405 · School Payment-Summer Tax Coll.	5,107.50	5,200.00	-92.50	98.22%
420 · Delinquent Pers Property Taxes	0.00	50.00	-50.00	0.0%
445 · Penalties & Interest on Taxes	488.01	4,000.00	-3,511.99	12.2%
476 · Land Use Permits	3,200.00	5,000.00	-1,800.00	64.0%
477 · Special Land Use Permits	1,225.00	400.00	825.00	306.25%
478 · Land Divisions	1,650.00	1,050.00	600.00	157.14%
479 · Appeals/Variiances	600.00	200.00	400.00	300.0%
539 · Grants	127,486.00	0.00	127,486.00	100.0%
574 · State Revenue Sharing	266,215.00	218,961.00	47,254.00	121.58%
580 · Metro Funds	47.85	6,600.00	-6,552.15	0.73%
642 · Ord. Books, Copies, FOIAs	157.20	50.00	107.20	314.4%
665 · Interest Income	54.10	1,000.00	-945.90	5.41%
667 · Schoolhouse Rent	0.00	500.00	-500.00	0.0%
675 · Cemetery Lots	0.00	1,000.00	-1,000.00	0.0%
677 · Reimbursements	806.11	2,000.00	-1,193.89	40.31%
687 · Refunds/Rebates	0.00	1,000.00	-1,000.00	0.0%
Total 400 · REVENUES	469,081.08	322,040.00	147,041.08	145.66%
Total Income	470,004.39	323,540.00	146,464.39	145.27%

Bingham Township
Profit & Loss Budget vs. Actual
July 1, 2021 through May 16, 2022

	<u>Jul 1, '21 - May 16, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense				
725 - Fire Authority				
725-704 · Mtg. per Diem	440.00	480.00	-40.00	91.67%
Total 725 - Fire Authority	440.00	480.00	-40.00	91.67%
101-TOWNSHIP BOARD				
101-720 · Short Term Rentals				
101-721 · Short Term Rental-Admin	6,700.00	8,600.00	-1,900.00	77.91%
101-722 · Short Term Rent-Host Complianc	0.00	10,000.00	-10,000.00	0.0%
Total 101-720 · Short Term Rentals	6,700.00	18,600.00	-11,900.00	36.02%
101-724 · Clean-Up Day	0.00	3,500.00	-3,500.00	0.0%
101-702 · Trustee Salaries	3,929.20	4,286.46	-357.26	91.67%
101-704 · Land Division Salary	550.00	600.00	-50.00	91.67%
101-705 · Office Aide	1,493.66	2,346.00	-852.34	63.67%
101-725 · Contractual Service-Lawn Maint.	8,855.50	13,000.00	-4,144.50	68.12%
101-726 · Miscellaneous				
101-727 · Miscellaneous-Covid	547.00	0.00	547.00	100.0%
101-726 · Miscellaneous - Other	40.80	2,000.00	-1,959.20	2.04%
Total 101-726 · Miscellaneous	587.80	2,000.00	-1,412.20	29.39%
101-802 · Attorney	175.00	4,000.00	-3,825.00	4.38%
101-803 · Audit	4,005.00	3,800.00	205.00	105.4%
101-805 · Dues (MTA, Planning)	0.00	4,000.00	-4,000.00	0.0%
101-806 · Webmaster	450.00	600.00	-150.00	75.0%
101-860 · Mileage	14.63	200.00	-185.37	7.32%
101-865 · Insurance	298.00	7,825.00	-7,527.00	3.81%
101-866 · Hazmat	395.00	400.00	-5.00	98.75%
101-920 · Street Lights (electric bill)	779.95	950.00	-170.05	82.1%
101-955 · Education	290.00	1,000.00	-710.00	29.0%
101-956 · Recording Secretary	904.96	1,100.00	-195.04	82.27%
Total 101-TOWNSHIP BOARD	29,428.70	68,207.46	-38,778.76	43.15%
171-SUPERVISOR				
171-706 · Supervisor Salary	15,480.19	16,887.53	-1,407.34	91.67%
Total 171-SUPERVISOR	15,480.19	16,887.53	-1,407.34	91.67%
215- CLERK				
215-705 Clerical Assistant-f/c	0.00	400.00	-400.00	0.0%
215-701 · Clerk Salary	23,516.57	25,654.39	-2,137.82	91.67%
215-703 · Deputy Wages	694.17	3,000.00	-2,305.83	23.14%
Total 215- CLERK	24,210.74	29,054.39	-4,843.65	83.33%
247-BOARD of REVIEW				
247-704 · Per Diems	1,515.00	1,650.00	-135.00	91.82%
Total 247-BOARD of REVIEW	1,515.00	1,650.00	-135.00	91.82%

Bingham Township
Profit & Loss Budget vs. Actual
July 1, 2021 through May 16, 2022

	<u>Jul 1, '21 - May 16, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
253 - TREASURER				
253-702 Treasurer Salary	24,263.14	26,468.82	-2,205.68	91.67%
253-703 Deputy Wages	587.05	500.00	87.05	117.41%
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%
Total 253 - TREASURER	<u>24,850.19</u>	<u>29,068.82</u>	<u>-4,218.63</u>	<u>85.49%</u>
257 - ASSESSOR				
257-702 Assessor Salary	23,486.10	25,621.18	-2,135.08	91.67%
257-703 Assessor Assistant Salary	3,230.17	3,462.38	-232.21	93.29%
257-860 Mileage	125.08	400.00	-274.92	31.27%
Total 257 - ASSESSOR	<u>26,841.35</u>	<u>29,483.56</u>	<u>-2,642.21</u>	<u>91.04%</u>
262 - ELECTIONS				
262-703 Wages	2,147.50	4,000.00	-1,852.50	53.69%
262-727 Supplies	21.84	1,500.00	-1,478.16	1.46%
262-728 Shredding	53.60	100.00	-46.40	53.6%
262-860 mileage	10.48	450.00	-439.52	2.33%
262-930 Mach set-ups	450.00	1,000.00	-550.00	45.0%
Total 262 - ELECTIONS	<u>2,683.42</u>	<u>7,050.00</u>	<u>-4,366.58</u>	<u>38.06%</u>
265- TOWNSHIP HALL				
265-730 Tax Bill/Assessment Notice	753.49	3,500.00	-2,746.51	21.53%
265-727 Supplies	2,670.86	3,200.00	-529.14	83.46%
265-728 Postage	3,962.55	5,000.00	-1,037.45	79.25%
265-850 Telephone	879.78	850.00	29.78	103.5%
265-851 Copy Machine	1,167.24	2,000.00	-832.76	58.36%
265-852 Software Support	8,631.99	7,500.00	1,131.99	115.09%
265-855 Internet Access	989.89	1,100.00	-110.11	89.99%
265-900 Advertising & Publishing	1,885.90	2,400.00	-514.10	78.58%
265-920 Ut - ELECTRIC	2,376.50	2,800.00	-423.50	84.88%
265-921 UT - Gas	1,253.11	1,100.00	153.11	113.92%
265-930 Repairs/maintenance	1,212.88	1,200.00	12.88	101.07%
265-931 Cleaning	591.80	900.00	-308.20	65.76%
265-932 Waste Pickup	286.50	300.00	-13.50	95.5%
Total 265- TOWNSHIP HALL	<u>26,662.49</u>	<u>31,850.00</u>	<u>-5,187.51</u>	<u>83.71%</u>
276- CEMETERIES				
276-702 Cemetery Clerk	1,100.00	1,200.00	-100.00	91.67%
276-701 Sexton	0.00	400.00	-400.00	0.0%
276-727 Supplies/ Maintenance	551.86	800.00	-248.14	68.98%
276-920 Utilities - Keswick Cemetery	267.39	350.00	-82.61	76.4%
276-932 Waste Pick-up	168.76	450.00	-281.24	37.5%
Total 276- CEMETERIES	<u>2,088.01</u>	<u>3,200.00</u>	<u>-1,111.99</u>	<u>65.25%</u>

Bingham Township
Profit & Loss Budget vs. Actual
July 1, 2021 through May 16, 2022

	<u>Jul 1, '21 - May 16, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
721 · PLANNING				
721-704 · Planning Meeting Per Diem	3,560.00	5,700.00	-2,140.00	62.46%
721-855 · Education	0.00	900.00	-900.00	0.0%
721-956 · Recording Secretary	587.52	770.00	-182.48	76.3%
Total 721 · PLANNING	<u>4,147.52</u>	<u>7,370.00</u>	<u>-3,222.48</u>	<u>56.28%</u>
722 · PLANNING/ZONING CONTRACT				
722-726 · Planning Services	6,426.00	8,568.00	-2,142.00	75.0%
722-727 · Zoning Services	18,491.00	20,172.00	-1,681.00	91.67%
Total 722 · PLANNING/ZONING CONTRACT	<u>24,917.00</u>	<u>28,740.00</u>	<u>-3,823.00</u>	<u>86.7%</u>
723 · ZONING BOARD OF APPEALS				
723-704 · Mtg, Per Diem	190.00	855.00	-665.00	22.22%
723-855 · Education	0.00	200.00	-200.00	0.0%
Total 723 · ZONING BOARD OF APPEALS	<u>190.00</u>	<u>1,055.00</u>	<u>-865.00</u>	<u>18.01%</u>
755 · PARKS				
755-704 · Park Rep per Diem	440.00	480.00	-40.00	91.67%
755-727 · Supplies	261.80	250.00	11.80	104.72%
755-920 · Utilities - Bingham Twp Park	212.04	300.00	-87.96	70.68%
755-932 · Waste Pick-up	215.64	800.00	-584.36	26.96%
755-940 · Porta Potty Rentals	2,473.78	2,900.00	-426.22	85.3%
755-945 · Park Improvements	3,854.51	7,000.00	-3,145.49	55.06%
Total 755 · PARKS	<u>7,457.77</u>	<u>11,730.00</u>	<u>-4,272.23</u>	<u>63.58%</u>
6561 · PAYROLL EXPENSES - FICA	8,156.68	8,000.00	156.68	101.96%
996 · TRANSFER OUT TO 245 FUND	2,353.98	0.00	2,353.98	100.0%
8000 · 245 Expenditures	33,404.17	0.00	33,404.17	100.0%
CONTINGENCY	0.00	1,000.00	-1,000.00	0.0%
4000 · Reconciliation Discrepancies	375.00	0.00	375.00	100.0%
Total Expense	<u>235,202.21</u>	<u>274,826.76</u>	<u>-39,624.55</u>	<u>85.58%</u>
Net Income	<u>234,802.18</u>	<u>48,713.24</u>	<u>186,088.94</u>	<u>482.01%</u>