

BINGHAM TOWNSHIP

ANNUAL MEETING AGENDA

MONDAY, JUNE 20, 2022, 5:30PM

(PRIOR TO THE REGULAR BOARD MEETING AT 7 PM)

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=MGINDjR3SkF0RFkvcVlwWFRQeDFMZz09>

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

5. CONFLICT OF INTEREST

6. PUBLIC COMMENT

7. OLD BUSINESS

- a. Approval of Annual Meeting Minutes of June 21, 2021

8. RECESS ANNUAL MEETING

9. FY 2022-2023 BUDGET HEARING

- a. Call to Order
- b. Budget Discussion
- c. Adjourn

10. RE-OPEN ANNUAL MEETING

11. NEW BUSINESS

- a. FY2022-2023 Truth In Taxation Hearing
 - i. Roll call vote to adopt General Appropriations Act FY2022-2023
Resolution #2022-0620.01
- b. FY2022-2023 Salary Resolutions
 - i. Presentation of, and vote (by all meeting attendees) to adopt Salary Resolutions
(20220516.01, 20220516.02, 20220516.03, 20220516.04)

12. COMMITTEE REPORTS

- a. Parks and Recreation Committee – Annual report (Chairperson/Members)
- b. Zoning Administrator – Annual report (ZA Patmore)
- c. Planning Commission

13. PUBLIC COMMENTS AND ANNOUNCEMENTS

14. ADJOURNMENT

DRAFT
BINGHAM TOWNSHIP
ANNUAL MEETING
MINUTES OF JUNE 21, 2021

1. CALL TO ORDER

Midge Werner, Supervisor, called the Bingham Township Annual Meeting to order on Monday, June 21, 2021, at 5:30 p.m. at the Bingham Township Hall, 7171 S. Center Hwy, Traverse City, MI, available via zoom.

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.

Kathy Morio/moved, Sandra Grant/supported, to approve the Agenda, PASSED.

5. CONFLICT OF INTEREST

None

6. PUBLIC COMMENT

None.

7. OLD BUSINESS

a. Approval of Annual Meeting Minutes - June 15, 2020

Sandra Grant/moved, Kathy Morio/supported, to approve the June 15, 2020 Annual Meeting Minutes as presented.

8. RECESS ANNUAL MEETING

9. FY 2020-2021 BUDGET HEARING

a. Call to Order

The Fiscal Year 2021-2022 Budget Hearing was called to order at 5:38 pm by Midge Werner.

b. **Budget Discussion**

Midge Werner reviewed the 2021-2022 budget. Total Revenues - \$323,540.00.

Part of the revenues this year is short term rentals. Have expenditures to go along with that. No loss in State Revenue Sharing.

Discussion -

- Todd Stone - Parks & Rec, would the 2% grant that we received be rolled into that area.
- Sandra Grant that was put right into 245 acct, the transfer in of \$3,000.00.

Midge Werner said the Total Expenditures - \$ 273,826.76.

Included in the expenditures is a 2% increase in wages for the elected officials and employees.

Public Comment

No one in the audience had comments about the 2021-2022 budget.

Adjournment

The budget hearing was adjourned at 6:00 p.m.

10. Re-Open Annual Meeting

The Annual Meeting was reopened at 6:01 p.m.

11. NEW BUSINESS

a. FY2021-2022 Truth In Taxation Hearing

i. Roll call vote to adopt General Appropriations Act FY 2021-2022

A Truth In Taxation Hearing FY 2021-2022 was held.

Public hearing on the budget on June 21, 2021.

Estimated Revenues.

Estimate township general fund revenues for fiscal year 2021-2022, including an allocated millage of 0.20 mills revenue sharing, and various miscellaneous revenues shall total \$323,540.00 for Township Funds.

Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2021-2022 for the various township activities are as follows: \$274,826.76 - (including correction to township hall - \$31.850.)

Millage Levy

The Bingham Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon current tax roll as amount equal to 0.20 mills as set forth by the Tax and Allocation Board.

Resolution #2021-0621.01 - To Establish a General Appropriations Act
Sandra Grant/moved, Todd Stone/ supported Resolution #2021-0621.01, as amended to
Establish a General Appropriations Act.

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

b. FY 2021-2022 Salary Resolutions

Resolution 20210517.01 To Establish Township Supervisor's Salary \$16,887.53

Resolution 20210517.01 - To Establish Township Supervisor Salary of \$16,887.53 was submitted to the electors. There was no public comment.

Sandra Grant/moved, Kathy Morio/supported to establish the Township Supervisor's Salary of \$16,887.53. Vote by all those in attendance: Yes: 7
No: 0 Resolution is adopted.

Resolution 20210.517.02 to Establish Township Treasurer's Salary
\$26,488.82

Resolution 20210.517.02 - To Establish Township Treasurer's Salary of \$26,468.82 was submitted to the electors. There was no public comment.

Midge Werner/moved, Kathy Morio/supported, to establish the Township Treasurer's Salary of \$26,468.82. Vote by all those in attendance. Yes: 7
No: 0 Resolution is adopted.

Resolution 20210.517.03 to Establish Township Clerk's Salary

Resolution 20210.517.03 to Establish Township Clerk's Salary of \$25,654.39 was submitted to the electors. There was no public comment.

Sandra Grant/moved, Todd Stone/supported, to establish the Township Clerk's Salary of 25,654.39. Vote by all those in attendance: Yes 7.
No: 0 Resolution is adopted.

Resolution 202210.517.04 to Establish Township Trustees Salary

Resolution 202210.517.04 to establish Township Trustees salary of \$4,286.46 (\$2,143.23 each) was submitted to the electors. There was no public comment.

Sandra Grant/moved, Kathy Morio/supported, to establish the Township Trustees' salary of \$4,286.46 (\$2,143.23 each). Vote by all those in attendance. Yes: 7. No: 0 Resolution is adopted.

12. COMMITTEE REPORTS.

a. Parks & Recreation

Todd Stone reported, work completed at Boughey Park, playset and basketball court installed at Bingham Park, other work done in Bingham and Boughey Parks. Rewrote the Park Ordinance. Discussion held regarding Groesser Park, received 2% grant from the Grand Traverse Band of Ottawa and Chippewa Indians; working to remove invasive species, developed a site plan for Groesser Park. Started planting shoreline with native plants.

Midge Werner/moved, Sandra Grant/supported, to affirm the following members are the Township Parks & Rec Committee - Mary Bush, Bob Walton, Mary Erwin, Dan Rose, Ted Cimafranca, Jesse Lewt, Jan Stone and Todd Stone, PASSED.

Midge Werner said the Parks & Rec Committee is an active committee. They do a great job and put a lot of work into projects. The next project will be Groesser Park.

b. Zoning Administrator Annual Report

Steve Patmore said he is always busy issuing permits. As of now 61 permits for short term rental program out of the limit of 86. Working with Host Compliance to get data for short term rentals. List of projects he worked on is in the Planning Commission Report, including the master plan update.

Midge Werner said the township did carry on through the COVID period. All the township board meetings and planning commission meetings have been held via zoom which has worked out well.

c. Planning Commission

Annual Planning Commission Report - May 2020 - April 2021

Sandra Grant/moved, Todd Stone supported, to accept the Annual Planning Commission Report May 2020-April 2021. Motion passed.

Jeff Layman said he is pleased that the Planning Commission will be updating its master plan.

13. PUBLIC COMMENTS AND ANNOUNCEMENTS

No comment.

14. ADJOURNMENT - The meeting was adjourned at 6:15 p.m.

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

DRAFT

Bingham Township Budget 2022-23

as of April profit loss

To Be Approved June 20, 2022

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	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	115,000.00	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	467,292.00	427,606.49	322,040.00	132.78%
Unbudgeted Revenue		0.00		
Total Revenue	468,792.00	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%
101-723 . Housing Norrth Contract	1,000.00	0.00	0.00	0.0%
101-724 . Clean-up Day	4,200.00	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)	4,300.00	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	6,100.00	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	68,436.49	28,667.25	68,207.46	42.03%

Budget 22-23

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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
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	2,090.00	1,515.00	1,650.00	91.82%
Total 247 . Board of Review	2,090.00	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%
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%

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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	20,979.00	16,810.00	20,172.00	83.33%
Total 722 . Planning/Zoning Contract	29,547.00	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:	283,491.08	177,577.57	273,826.76	64.85%

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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
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	5,000.00	0.00	2,000.00	0.0%
245-262 . Elections	10,000.00	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	14,000.00	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	115,000.00			
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	184,000.00	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	468,491.08	199,577.57	322,826.76	61.82%
with 245 and Reconciliation Discrepancies				
Net Income	300.92	228,858.89	713.24	

RESOLUTION 2022-0620.01
TOWNSHIP GENERAL APPROPRIATIONS ACT
BINGHAM TOWNSHIP, LEELANAU COUNTY, MICHIGAN

A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT

FOR BINGHAM TOWNSHIP: TO DEFINE THE POWERS AND DUTIES OF THE BINGHAM TOWNSHIP OFFICIALS IN RELATION TO THE ADMINISTRATION OF THE BUDGET, AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLIGENCE TO COMPLY WITH THE REQUIREMENTS OF THIS ORDINANCE.

The Board of Trustees of Bingham Township resolves:

SECTION 1: TITLE.

This resolution shall be known as the Bingham Township General Appropriations Act **2022-2023**.

SECTION 2: CHIEF ADMINISTRATIVE OFFICER.

The supervisor shall be the chief administrative officer and shall perform the duties of the chief administrative officer enumerated in this act.

SECTION 3: FISCAL OFFICER.

The clerk shall be the fiscal officer and perform the duties of the fiscal officer enumerated in this act.

SECTION 4: PUBLIC HEARINGS ON THE BUDGET.

Pursuant to MCLA 141.412; MCLA 141.413, notice of the public hearing was posted on a website, and at the hall/office on June 17, 2022, and a public hearing on the proposed budget was held on **June 20, 2022**.

SECTION 5: ESTIMATED REVENUES.

Estimated township general fund revenues for fiscal year 2022-2023, including an allocated millage of 0.20 mills revenue sharing, and various miscellaneous revenues shall total \$468,792.00 for Township Funds.

SECTION 6: MILLAGE LEVY.

The Bingham Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon current tax roll an amount equal to 0.20 mills as set forth by the Tax and Allocation Board.

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RESOLUTION 2022-0620.01

SECTION 7: ESTIMATED EXPENDITURES

Estimated township general fund expenditures for fiscal year **2022-2023** for the various township activities are as follows:

EXPENDITURES

*see accompanying FY2022-2023 budget for line item costs

COST CENTER	IDENTIFICATION	TOTAL FOR CENTER
GENERAL GOVERNMENT AND SERVICES		
<i>TOWNSHIP BOARD</i>	<i>-Schedule 1</i>	<i>68,436.49</i>
<i>SUPERVISOR</i>	<i>-Schedule 2</i>	<i>17,478.59</i>
<i>ELECTIONS</i>	<i>-Schedule 3</i>	<i>9,300.00</i>
<i>ASSESSOR</i>	<i>-Schedule 4</i>	<i>30,401.48</i>
<i>CLERK</i>	<i>-Schedule 5</i>	<i>30,452.29</i>
<i>BOARD OF REVIEW</i>	<i>-Schedule 6</i>	<i>2,090.00</i>
<i>TREASURER</i>	<i>-Schedule 7</i>	<i>29,995.23</i>
<i>TOWN HALL</i>	<i>-Schedule 8</i>	<i>33,050.00</i>
<i>CEMETERIES</i>	<i>-Schedule 9</i>	<i>3,200.00</i>
<i>ZONE/PLAN CONTRACT</i>	<i>-Schedule 10</i>	<i>29,547.00</i>
<i>PLANNING</i>	<i>-Schedule 11</i>	<i>7,790.00</i>
<i>BOARD OF APPEALS</i>	<i>-Schedule 12</i>	<i>1,740.00</i>
<i>FIRE AUTHORITY (per diem)</i>	<i>-Schedule 13</i>	<i>480.00</i>
<i>PARKS</i>	<i>-Schedule 14</i>	<i>11,530.00</i>
<i>CONTINGENCY</i>	<i>-Schedule 15</i>	<i>1,000.00</i>
<i>PAYROLL EXPENSES</i>	<i>-Schedule 16</i>	<i>8,000.00</i>
<i>TRANSFER OUT</i>		<i>00.00</i>
	<i>TOTAL</i>	<i>\$ 283,491.08</i>

** per final draft budget 6/20/2022 @5:25 pm

SECTION 8: ADOPTION OF BUDGET BY REFERENCE

The general fund budget of Bingham Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this act.

Page 3
RESOLUTION 2022-0620.01

SECTION 9: ADOPTION OF BUDGET BY COST CENTER (SCHEDULE)

The Board Of Trustees of Bingham Township adopts the 2022-2023 fiscal year general fund budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center. No transfer of cost center appropriations shall be made without prior board approval by budget amendment.

SECTION 10: APPROPRIATION NOT A MANDATE TO SPEND

Appropriations will be deemed maximum authorization to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any township order for expenditures that exceed appropriations.

SECTION 11: TRANSFERS OF AUTHORITY WITHIN COST CENTERS

The fiscal officer shall have the authority to make transfers among the various line items among the various cost centers without prior board approval, if the amount to be transferred does not exceed \$500.00 or (50%) of the appropriation item from which the transfer is to be made, whichever is less. The board shall be notified at its next meeting of any such transfers made and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

SECTION 13: PERIODIC FISCAL REPORTS

The fiscal officer shall transmit to the board at the end of each of the first three quarters and at the end of each month occurring during the fourth quarter, a report of the financial operations, including, but not limited to:

- a) A summary statement of the actual financial condition of the general fund at the end of the previous quarter (month);
- b) A summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month) and for the current year to end of the previous quarter (month);
- c) A detailed list of:
 1. expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year, the balance of estimated revenues to be collected in the then current fiscal year, and any revisions in revenue estimates resulting from collection experience to date.
 2. for each cost center: the amount appropriated; the amount charged to each appropriation period in the prior fiscal year; the unencumbered balance of appropriations, and any revisions in the estimated expenditures.

SECTION 14: LIMIT ON OBLIGATIONS AND PAYMENTS

No obligation shall be incurred against and no payment shall be made from any appropriation account unless sufficient funds are or will be available to meet the obligation.

SECTION 15: BUDGET MONITORING

Whenever it appears to the chief administrative officer or the township board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the chief administrative officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

SECTION 16: VIOLATIONS OF THIS ACT

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employees to disciplinary action as outlined in Public Act 621 of 1978.

SECTION 17: BOARD ADOPTION

Motion made by _____ by _____, to adopt the foregoing resolution. Upon roll call vote,

the following voted aye: _____

the following voted nay: _____

the following were absent: _____ excused: _____

THE SUPERVISOR DECLARED THE MOTION PASSED AND THE GENERAL APPROPRIATIONS ACT FOR 2022/2023 DULY ADOPTED ON THE DAY OF THE ANNUAL BOARD MEETING OF JUNE 20, 2022.

Kathy Morio, Bingham Township Clerk
Bingham Township Appropriations Act

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: *Sandra Grant*

Supported by board member: *Kathy Morio*

Upon a roll call vote, the following voted: 5 Aye 0 No

Roll call Vote 5/16/2022: AYE: *T Stone, J. Layman, S Grant, M. Werner, K. Morio*

NO: *None*

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: *Midge Werner*

Supported by board member: *Jeff Layman*

Upon a roll call vote, the following voted: 5 Aye 0 No.

Roll Call Vote 5/16/2022: AYE: *J. Layman, T. Stone, M. Werner, S. Grant, K. Morio*

NO: *None*

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: *Sandra Grant*

Supported by board member: *Jeff Layman*

Upon a roll call vote, the following voted: 5 Aye 0 No

Roll Call Vote 5/16/2022: AYE: *J. Layman, S. Grant, M. Werner, T. Stone, K. Morio*

NO: *None*

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: *Sandra Grant*

Supported by board member: *Kathy Morio*

Upon a roll call vote, the following voted: 5 Aye 0 No

Roll Call Vote 5/16/2022: AYE: *J. Layman, S. Grant, M. Werner, T. Stone, K. Morio*

NO: *None*

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 Planning Commission Annual Report 2021

(May 2021 - April 2022)

This is the Bingham Township Planning Commission's Annual Report to the Township Board, presented each June outlining the Commission's work over the past year. While COVID-19 still had some impact on the Planning Commission, work continued over 9 meetings including the resumption of in-person meetings. In October, Marie Walker stepped down with Jim Pawlowicz appointed as the newest Planning Commissioner.

Master Plan Development

The Michigan Planning Enabling Act tasks, "A master plan shall address land use and infrastructure issues and may project 20 years or more into the future." The primary piece of the Planning Commission's workload over the past year has been the development of a new Master Plan. Bingham Township contracted with Networks Northwest to assist with the development of a new Master Plan to replace the current 1999 Bingham Township Comprehensive Plan, reviewed and adopted in 2005, 2010, and 2016.

Work started at the June 2021 Planning Commission meeting with an introductory meeting with Rob Carson, Director of Community Development at Networks Northwest. The Planning Commission worked with Rob Carson over the next few months to draft the Bingham Township Master Plan Survey to collect public input on various land-use topics. The Survey was sent in the winter tax bills, posted online, and noticed in the Leelanau Enterprise. Nearly 230 responses have been received with the possibility of that final number growing as the survey remains open.

The Planning Commission has also reviewed updated socio-economic data from ESRI (Environmental Systems Research Institute) Community Profiles. Updated maps have also been reviewed, such as the Zoning Map, Hydrology Features, Land Cover Map, and more. Currently, the Planning Commission is beginning to review drafted Master Plan language, host two public input sessions for further public comment, and eventual public review and hearing before recommendation of approval of the Master Plan to the Township Board by the Planning Commission.

Public Hearings

At the September 2, 2021 Planning Commission meeting, a public hearing was held to consider an amendment to an existing Special Land Use Permit for Leelanau Boat Company. The amendment was to construct an additional 58' by 168' commercial storage building. After

review, the Planning Commission approved with conditions to amend the Special Land Use Permit at 8581-8595 E. Bingham Road.

The Planning Commission also held a public hearing in November 2021 to consider a request to rezone a parcel on East Bingham Road from the Rural Residential district to the Commercial district. The Planning Commission decided to recommend the approval of the rezoning request to the Township Board for consideration.

Other Planning Commission Considerations

- While the PC is primarily focused on the completion of the new Master Plan. Once the MP is complete the PC will develop priorities based upon the goals and objectives of the Master Plan.

Respectfully Submitted by the Members of the Bingham Township Planning Commission:

Chair	Mike Park
Vice Chair	Jeff Layman (Township Board Representative)
Secretary	Cathy Jasinski
Members:	Charlie Dashner
Dennis Grant	
Mary Woods	
Jim Pawlowicz	

Planning & Zoning Staff:

Mathew Cooke	Planner, Networks Northwest
Steve Patmore	Zoning Administrator