

**BINGHAM TOWNSHIP  
REGULAR BOARD MEETING AGENDA**

**November 21, 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=MGIIndjR3SkFORFkvcVlwWFRQeDFMZz09>

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. AGENDA APPROVAL**
- 5. CONFLICT OF INTEREST**
- 6. APPROVAL OF October 17, 2022 MEETING MINUTES**
- 7. PUBLIC COMMENT**
- 8. OLD BUSINESS**
  - a. Junk Ordinance Discussion-Todd Stone
  - b. Bingham Cemetery Electrical Installation Bids-Midge Werner
- 9. NEW BUSINESS**
  - a. Spark Grant Resolution for Boughey Park-Todd Stone
  - b. G.T. Band 2% Grant Application-Todd Stone
- 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**  
**OCTOBER 17, 2022**

**ZOOM MEETING ID: 835 4616 7569 PASS CODE: 49684**

**1. CALL TO ORDER**

Midge Werner, Supervisor, called the Bingham Township Board Meeting to order on Monday, October 17, 2022, at 7:00 p.m. at the Bingham Township Hall and via zoom.

**2. ROLL CALL - QUORUM PRESENT**

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

Absent and excused: None

Staff Present: Steve Patmore, Marge Johnson

**3. PLEDGE OF ALLEGIANCE**

**4. AGENDA APPROVAL**

*Sandra Grant/moved, Jeff Layman/supported, to approve the agenda as presented, motion carried.*

**5. CONFLICT OF INTEREST**

None shown

**6. APPROVAL OF SEPTEMBER 19, 2022 MEETING MINUTES**

*Sandra Grant/moved, Todd Stone/supported, to approve the September 19, 2022 Meeting Minutes as presented; motion carried.*

**7. PUBLIC COMMENT**

Phil Andrus said he has a neighbor with a garden shed which is being rented out as living quarters. Andrus sent an e-mail to Steve Patmore about this issue and hasn't heard back from him. Midge Werner said she will get back with Mr. Andrus.

**8. OLD BUSINESS**

- a. Discussion on Park & Rec: Proposed By-Laws & Responsibilities of Chairman & Secretary; Midge Werner submitted the proposed language for review. Werner said there needs to be an explanation of Parks & Rec Committee responsibilities. The proposed language will be put in written form and brought back to a Board meeting.

**9. NEW BUSINESS**

None.

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

### **a. Parks & Recreation Committee -**

Todd Stone said a Draft Report was received from Gosling-Czubak regarding the proposed parking lot at Boughey Park - \$162,000.00 - Proposal. Stone said the Committee made a decision to step back and look at other options, revisit what has been discussed by the Road Commission. Might be able to do some parking with a different design. On October 27<sup>th</sup>, Parks & Rec Committee will meet to come up with a plan that might work with the Road Commission which would bring the cost down significantly. Youth Work Group - list of projects will be drafted. Bill Watson will write the grant. Committee working on shared drive issue at Groesser Park and voted to develop a working calendar.

Kathy Morio said it costs \$30 to pick up each tote and bring them back in the spring. Monday will be last pick up. Midge Werner said the totes should be put away for the winter.

- b. Buildings & Grounds Committee -** Parking lot light in the township hall parking lot is out and will be repaired soon.
- c. Cemetery Committee -** Working on Bingham Cemetery well project.
- d. Zoning Administrator/STR Administrator -** Steve Patmore submitted his written report.
- e. Planning Commission -** Three Trees Winery Tasting Room Special Use Permit approved.
- f. Fire Authority -** Mary Woods elected as member at large, negotiations starting in November, ordering new ambulance, 10% down, to be delivered in 2024. Possible remodeling of crew quarters.
- g. Assessor's Quarterly Report - *Sandra Grant/moved, Jeff Layman/supported, to approve Assessor's Quarterly Report -July thru September 2022, motion carried.***
- h. Treasurer -** Report submitted.
- i. Trustee -** Jeff Layman - Planning Commission working on master plan. Todd Stone - Junk Ordinance will be discussed at some point, would like to do research on junk ordinance and report to the Board.
- j. Clerk -** Vendor Balance & Payroll Report  
Kathy Morio submitted Vendor Balance of \$5,193.84 and Payroll of \$10,997.34 for approval.

***Midge Werner/moved, Sandra Grant/supported, to approve the Vendor Balance of \$5,193.84, and Payroll of \$10,997.34, motion carried.***

Kathy Morio said 800 absentee ballots have been mailed out as of October 17<sup>th</sup>.

k. Supervisor - No report.

**11. PUBLIC COMMENTS AND ANNOUNCEMENTS**

Eric Carlson - Happy Halloween.

**12. ADJOURNMENT**

Midge Werner adjourned the meeting at 7:52 p.m.

Minutes by Marge Johnson, Recording Secretary

Kathy Morio, Clerk

Alpha Electric Group Inc

3161 S Maple Valley Rd  
Suttons Bay, MI  
49682

## Estimate

Date	Estimate #
11/18/2022	11035

Name / Address
Bingham Township Offices C/O Midge Werner 7171 S. Center HWY Traverse City, MI 49686

			Project
			Bingham Township ...
Description	Qty	Rate	Total
Electrical Permit and Inspections For Power Pedestal At Bingham TWP Cemetery	1	194.79	194.79
HOM 200A RT MB 20 circuit Panel	1	266.50	266.50T
200A Underground Meter socket hook up : Wire, PVC, Treated posts, 3/4" treated plywood, Grounding Bridge, Ground Rods, Clamps, Screws, Straps, ect.	1	750.00	750.00T
120v WP GFCI 20A multi use circuit	1	195.00	195.00T
220v 20A circuit for Well	1	295.00	295.00
Labor for installation and set up Power Pedestal	1	1,100.00	1,100.00
Labor and trenching if Alpha Electric is responsible for getting the wire to the Well from the power pedestal	1	1,750.00	1,750.00
**** Note: MISS DIG needs to be notified so the cemetery will be marked and flagged before any digging or trenching can begin taxable material		6.00%	72.69
Thank you for your request for a quote. We appreciate your business and working with you.		<b>Total</b>	\$4,623.98

**BINGHAM TOWNSHIP BOARD OF TRUSTEES  
LEELANAU COUNTY  
STATE OF MICHIGAN**

**RESOLUTION TO AUTHORIZE  
BINGHAM TOWNSHIP FUNDS TO BE APPLIED TO  
THE SPARK GRANT APPLICATION FOR CONSTRUCTION OF A PARKING LOT  
AND ACCESS FOR PERSONS WITH DISABILITIES AT BOUGHEY PARK**

The Bingham Township Board of Trustees, being the “highest governing body” for Bingham Township, County of Leelanau, State of Michigan, and

The public having been notified of the township’s intention to apply for a Spark Grant for parking improvements and access improvements for persons with disabilities at Boughey Park, and the public having the opportunity to discuss the application with the Township Board of Trustees at an open public meeting;

WHEREAS, the Bingham Township Board of Trustees supports the submission of an application titled, “Construction of Parking Lot and Access for Persons with Disabilities at Boughey Park” to the State of Michigan Spark Grant Program for the building of a parking lot and access for persons with disabilities at Boughey Park in Bingham Township; and

WHEREAS, the Bingham Township Board of Trustees is hereby pledges to designate funds in their budget equal to the amount of the grant for the construction projects at Boughey Park, in cash; and

BE IT THEREFORE RESOLVED that the Bingham Township Board of Trustees hereby authorizes submission of an application to the State of Michigan Spark Grant Program. The application seeks a grant in the amount of \$210,000.00 to build a parking lot and access for persons with disabilities at Boughey Park. In accord with the terms of the grant, Bingham Township pledges \$210,000.00 in cash for payment of the project construction and construction management costs with the understanding that those monies will be reimbursed in full by the grant once the project is completed. The Bingham Township Board of Trustees pledges these monies for the years 2023 - 2024.

AYES:

NAYES:

ABSENT:

RESOLUTION APPROVED.

I HEREBY CERTIFY that the foregoing Resolution was duly made and passed by the Bingham Township Board of Trustees at their regular meeting held on November 21, 2022, at \_\_\_\_\_ p.m., in the Bingham Township, Leelanau County, State of Michigan, with a quorum present.

\_\_\_\_\_  
Bingham Township Clerk

Dated: \_\_\_\_\_

**Tribal Council Allocation of 2% Funds  
Application Form**

**PLEASE NOTE:**

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

**\*ONLY APPLICATIONS FROM LOCAL UNITS OF GOVERNMENT LOCATED WITHIN  
GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% FUNDING**

1. Allocation Cycle:        JUNE – New submission date, Postmarked by **MAY 31st**  
       X DECEMBER – New submission date, Postmarked by **NOVEMBER 30th**  
\_\_\_\_\_
2. Name of Applicant: Bingham Township  
Address: 7171 South Center Hwy, Traverse City Mi. 49684  
Phone #: (231)922-6767 Fax #: (231)922-0228  
Printed Name: Marian Werner  
  - **Authorized Signature:**            (Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)  
Title: Bingham Township Supervisor  
E-mail address: supervisor@binghamtwpmi.com  
  
Printed Name of contact person: Bill Watson  
Telephone #: (231) 409-0868 Fax #: (231) 941-3191  
E-mail address: bwatson@cfs3L.org
3. Type of Applicant:        Local Government        Local Court  
  X   Township        County Commissioner        Road Commission  
       Public School District        College        Charter School  
       Public Library        Sheriff/Police Department        Fire Department  
       501c3 applying through local unit of government (name): \_\_\_\_\_

4. Fiscal Data: Amount Requested: \$ 16,000 Percent: 36 %  
 Local Leveraging: \$ 28,200 Percent: 64 %  
 (Match)  
 Total Budget: \$ 44,200 Percent: 100 %
5. Target Population: X Children X Adults X Elders  
 (Indicate the 24 Total GTB member Community  
 Others number of GTB  
 members)
6. Counties Impacted:          Antrim          Benzie          Charlevoix  
         Grand Traverse X Leelanau          Manistee
7. Brief Description (purpose of funding); include statement of need:

Bingham Township is a rural community in Northwest Lower Michigan, on the Leelanau Peninsula, in the Grand Traverse Bay area. As part of Leelanau County (2020 population census: 22,301), it is a distinct economic region prized for its scenic natural resources and abundant recreational opportunities. The area is considered a recreational destination during summer months. Bingham Township residents are fortunate to have access to four lovely parks within the Township Each park site offers different amenities and recreational opportunities. The parks are open to all visitors on a first come-first served basis; no date/time reservations are available. Bingham Township's Parks and Recreation Committee works to maintain and improve the township parks for the benefit of residents and visitors. Each Township Park is periodically checked by a Parks & Recreation Committee member/steward, who reports to the committee. The committee serves as a task force to keep the Board informed of activities and/or problems at the parks. Over the last several years Bingham Township has seen a significant increase in the use of the parks, particularly Boughie Park. We believe this is in large part due to the increase of short term rentals and the impact of a greater number of visitors and vacationers to the area.

Bingham Township has a very limited budget to maintain parks let alone make improvements. Bingham Township seeks support from the Grand Traverse Band of Ottawa and Chippewa Indians 2% Gaming funds to support much needed park improvements and maintenance. Our Parks and Recreation Committee would like to engage the Child and Family Services YouthWork Conservation Corps to perform the much needed at our community parks.

- YouthWork crews will support the township by repairing, cleaning headstones, and maintaining the two township cemeteries, Maple Grove and Bingham.
- Groesser Park is an undeveloped parcel that is a 0.5-acre Township owned park located on M- 22 near Hilltop Road, just south of the DNR fish site/boat ramp and north of the State roadside park. This park, a bequeath from a long-time Township resident, has sandy shores and a lovely view of West Grand Traverse Bay. In 2022 YouthWork began clearing brush and invasive species at Groesser Park. YouthWork will continue to work to clear the site and make improvements to allow for passive use and making it available to kayakers and standup paddle board users to launch their watercraft, avoiding the MDNR boat launch. In the 2023 season YouthWork will build several picnic tables, including a handicapped accessible table this winter to place in the park in spring 2022. The Covid 19 pandemic has increased pressure on parklands everywhere, this was never clearer than this past summer at Bingham Townships Boughie Park. Improvements at Groesser Park will alleviate this issue and at the same time improve safety at the DNR boat launch where kayakers, paddle boaters can conflict with boaters launching boats and cause parking problems.
- YouthWork will work with the Township to continue to make improvements at the townships other two parks as identified, at Bingham Township Park on Lake Leelanau, and Boughie Park and Hendryx on West Grand Traverse Bay.



Based on FDR's Depression-era New Deal Civilian Conservation Corps, Child and Family Services' (CFS) YouthWork Program (YW) provides direct access for an underserved and diverse population of young people, especially targeting those who are low-income or disadvantaged youth. These youth are defined as living in a community of persistent poverty, or being in the foster care system, developmentally disabled or delayed, academically at-risk, returning veterans, or having documented behavioral issues such as court involvement. Disadvantaged youth in Michigan struggle to attain educational goals, are too often involved in the juvenile justice and child welfare systems, have limited access to physical and mental health care, abuse substances at high levels, and die by suicide at alarming rates.

The youth served by CFS and our partners are more vulnerable to bullying, mental health challenges, homelessness, conflict, and stress from peer pressures and academic expectations. Family stresses and instability only compounds these vulnerabilities. In our state, and in northern Michigan in particular, there is a critical lack of services available to help this population reach self-sufficiency and maintain a healthy lifestyle. The rural isolation of much of our service area further limits access to the helping resources that are available. When job training, service opportunities, mentorship, and independent living skills education is available to our teens, their chances for success in school and beyond are dramatically improved.

The youth in our state need help achieving self-sufficiency and economic stability. When our teens are forced into survival mode – figuring out where they will sleep, what they will eat, and how they will meet their basic needs – as many of our youth do, it isn't possible for them to fully concentrate on their studies or future goals. Many youth we serve are dealing with family instability or dysfunctional family units, which often involve domestic violence and abuse. More than 745,000 Michigan children ages 0-17 (about one-third) live in a one-parent household. Nearly 250,000 children in Michigan continue to live with families where an investigation of alleged child abuse or neglect occurred in 2020 and more than 39,000 cases were confirmed. Approximately 13,000 children were in foster care in Michigan in 2020 after being removed from their homes due to abuse or neglect, and 1,680 (14%) were youth ages 16-20 (Data Center Kids Count).

YouthWork will create jobs for young adults that will help them: gain an appreciation for their community and the natural world; learn important, lifelong job and independent living skills; bond with other youth and caring adults; and earn a paycheck and educational awards, all in a socially and emotionally supportive environment. Our youth will build their skill level and strengths, and will improve their level of self-efficacy, self-esteem, and sense of community as they realize that their work will have a lasting benefit for their communities - from planting trees to building boardwalks in sensitive areas, from wildlife conservation to helping preserve historic buildings. YouthWork members will be organized into consistent teams of 3-6 youth supervised by a qualified, adult Team Leader. The program will utilize a model that includes an opportunity for youth to have a voice in the planning, implementation, and evaluation of projects - successfully fusing action, education, evaluation, and reflection.

This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

- (a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

**Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.**

- (b) Recommendation from Parent Committee: \_\_\_\_\_ YES \_\_\_\_\_ NO

**Please have the Parent Committee sign the attached Certification Form.**

(c) Describe parent involvement in project: \_\_\_\_\_

(d) Does the school receive Title VII Indian Education Funds? \_\_\_\_\_ YES \_\_\_\_\_  
NO If yes, how much: \_\_\_\_\_

8. What are the start and completion dates of the proposed project? Start 5/1/23  
Completion 12/31/23

9. Has applicant received prior awards through the Tribe's 2% funding allocation?

X YES \_\_\_\_\_ NO. If yes, please list the start and end dates and amount:

1/20/2019 – 9/30/2020 \$8,000

1/2020 – 9/30/2021 \$12,000

1/30/22 – 9/30/2022 \$16,000

Is the proposed project new \_\_\_\_\_ or a continuation project X \_\_\_\_\_?

If this is a continuation project, please explain why there is a need to continue funding:

With the significant amount visitors travelling to the area, Bingham Townships parks are heavily impacted from increased use. The completion of work at Groesser will provide a new park for visitors to enjoy and reduce use at some of the other township parks.

10. If the previous project has been completed, did you submit your 2% report? N/A YES \_\_\_\_\_  
N/A NO. **The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, your current application will not be considered! 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.**

11. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).

Gaming in the Grand Traverse region impacts the demand for services to vulnerable youth in two major ways. First, casinos and gaming increase tourism and employment opportunities, which contributes significantly to the steady population increase we have experienced over the past decade. The Native American population is also growing, likely initiated by the construction of additional housing for Grand Traverse Band members and casino employees, and the increased availability of jobs in the area. With more families and individuals visiting, living, and working in our community, there is a natural and corresponding increase in the need for services which support our youth.

For a certain part of the growing population, gaming can become a problem behavior. A 2013 study in Michigan found that 3,917 adults in the six-county region struggle with a gaming addiction (MI Department of Community Health). Some complications of pathological gambling include: drug or alcohol abuse; depression; anxiety; financial, social, and legal problems; heart attacks from the stress and excitement of gaming; and suicide attempts (National Institutes of Health). Getting the right treatment can help prevent and/or treat many of these complications.

The activities completed by YWCC have proved to teach youth important values and help them develop positive personality, behavioral, and emotional characteristics

Volunteering and providing valuable community services has a positive impact on youth and young adults. Youth who volunteer at least one hour each week are 50% less likely to abuse alcohol, smoke cigarettes, become pregnant, or engage in other adverse behaviors. Teens say they learn respect, kindness, a better understanding of people who are different, and patience from volunteering. Youth who volunteer are also more likely to do well in school, to graduate, and to vote. These youths are also more likely to volunteer, to have a stronger work ethic, and to give to charitable causes as adults when compared to their peers who do not volunteer.

12. How will the success of the project be assessed (evaluation plan)?

The program will be evaluated in a variety of ways. Student attendance and punctuality, work ethic, attitude and behavior while on the job will all be measured against performance prior to their participation in the program. If participants are pursuing summer school credit or credit recovery, they will be assessed on the successful completion of any required schoolwork, grades, and GPA. Each participant will complete a pre- and post- program evaluation of themselves as it relates to their self-esteem, core knowledge in the subject area and vision of their future. The program will be evaluated on each student's successful completion of the programs offered certifications. Members will also be evaluated on other performance measures as mandated by The Corps Network. YouthWork assesses the YouthWork participants and their service in the following ways:

**Participation Rate.** Ensure that at least 80% of Corpsmembers participate in activities that lead to and/or facilitate overall youth development and successful labor market transition.

**Entered Employment or Post -Secondary Education.** Place at least 60% in employment in high growth industries or in continued education in the first quarter after program completion.

**Post-Program Retention.** Provide post-program support to ensure that at least 75% of those employed in the first quarter after program exit are still employed in the third quarter after program exit.

**Project Completion.** Each project YouthWork members serve on is assessed for the quality of work and the completion of the tasks as requested by Bingham Township. Bingham Township anticipates 3-5 weeks of YouthWork service on parkland projects as described in the narrative.

**Impact on Bingham Township Parklands.** YouthWork crews will improve and maintain four parks 8 acres of land in Bingham Township. In addition to this work YouthWork Crews will help Bingham Township in their long-term goal of opening a new ADA compliant park in our area. Bingham Township will base the success of the YouthWork project on how much of the planned work is completed.

13. If new staff is required, will preference be given to Native American applicants?

X YES                      **YouthWork Conservation Corps is committed to hiring Native Americans in it's to complete these tasks. New hiring for this project will be done by YWCC.**

14. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget. Note: **A final report on expenditure of funds and project results will be due to the Tribal Council 30 days after project completion.**

**BEFORE YOU MAIL, PLEASE REMEMBER TO:**

- 1) Execute authorized signature

- 2) Attach 1-page budget
- 3) Submit before the deadline from the cover letter you received

**Bingham Township    Budget Detail**

Funding Sources:

**1. Current 2% Request from Grand Traverse Band**

<i>YouthWork Team Wages, Training, Certifications, PPE</i>	<i>\$16,000</i>
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<b><u>GTB 2% Request Total:</u></b>	<b><u>16,000</u></b>
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**2. YouthWork and Other Match**

<i>A. YouthWorkMatch Total:</i>	<i>\$20,000</i>
<i>    Youth Corps Team Training, Certifications</i>	
<i>    Wages and Fringes</i>	
<i>    Supervision, Coordination, Administration</i>	
<i>    Transportation</i>	
<i>    Uniforms and PPE</i>	

<i>B. Americorps Match -Education Awards</i>	<i>\$5,200</i>
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<b><u>Match Total</u></b>	<b><u>\$25,200</u></b>
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**3. In-kind Donations from Area Professionals and Educators**

<i>Informal Trainings, Mentorship, &amp; Job Shadowing</i>	<i>\$2,000</i>
<i>Access to Post-Secondary Educational Opportunities</i>	<i>\$1,000</i>

<b><u>In-Kind Total</u></b>	<b><u>\$3,000</u></b>
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<b>PROGRAM EXPENSE TOTAL:</b>	<b><u>\$44,200</u></b>
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# ZONING ADMINISTRATOR'S REPORT

OCTOBER 2022

## BINGHAM TOWNSHIP

PREPARED BY STEVE PATMORE

For November 2022 Planning Commission & Township Board Meetings

### **LAND USE PERMITS ISSUED**

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY BUILDINGS	OTHER	
October 2022	4	1	1	1	1	
Year To Date 2022	42	14	11	14	3	
YTD 2021	53	23	7	17	6	
YTD 2020	31	9	9	13	0	
YTD 2019	43	14	11	15	3	
YTD 2018	52	18	9	23	2	
YTD 2017	55	22	14	18	1	
YTD 2016	41	17	9	15	0	
YTD 2015	41	14	14	7	6	
YTD 2014	30	6	5	17	2	

LUP 22-039 change of use to living space 5748 S. West Bayshore Dr.  
LUP 22-040 New Single Family Dwelling 2581 S. Pineview Rd.  
LUP 22-041 Special Use permit – 3 Trees Winery 5200 S. Elm Valley Rd.  
LUP 22-042 Accessory Structures 9830 E. Fort Rd.

Revisions to existing permits.

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

### **Land Divisions**

- Approved two boundary line adjustments.
- Several inquiries including research.

### **Zoning Board of Appeals:**

- No Activity

### **Short Term Rental Administration**

- 64 permits for 2022 to date, including three re-issuance due to transfer of ownership.
- Several inquiries every week.
- Approximately 10 renewal applications received for 2023.

### **Other Work:**

- Compliance with zoning letters.

SUTTONS BAY-BINGHAM FIRE & RESCUE AUTHORITY

**BOARD OF DIRECTORS MEETING AGENDA**

The regular monthly meeting of the Suttons Bay-Bingham Fire & Rescue Authority Board of Directors will be held at 5:30 pm on November 8, 2022 at the Suttons Bay Fire Station.

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Public Comment
- V. Approval of Agenda
- VI. Approval of Minutes: Regular Meeting: October 11, 2022
- VII. Fire Chief Report
- VIII. Treasurer's Report
- IX. Approval of Accounts Payable
- X. Correspondence
- XI. New Business
  - 1. 2% Grant December cycle
  - 2.
  - 2.
  - 3.
  - 4.
- XII. Old Business
  - 1.
  - 2.
  - 3.
- XIII. Authority Board of Director Member Comments
- XIV. Adjournment

October 11, 2022

**Suttons Bay-Bingham Fire & Rescue Authority Regular Meeting Minutes**

I. Call to order

Dorothy Petroskey, President, called the regular meeting of the Suttons Bay-Bingham Fire & Rescue Authority to order on Tuesday, October 11, 2022, at 5:35 p.m. at the Suttons Bay Fire Station, Suttons Bay, MI.

II Roll call - Quorum Present

Present: Dorothy Petroskey, Mike Hill, Mary Woods, Sandra Grant

Absent and excused: John Holcombe

Guests: Chris Beauchamp, Mark Bowen

III. Public Comment

None

III. Approval of Agenda

***Mike Hill, moved, Sandra Grant/supported, to add the Pledge of Allegiance to the Agenda, and move New Business, 1. Approval of New Fire Board Member at large before approval of Minutes, motion carried.***

IV. Pledge of Allegiance

V. New Business- Item 1

Approval of New Fire Board Member At large

***Sandra Grant/moved, Mike Hill/supported, to approve Mary Woods as new Fire Board member at large for a three (3) year term, ending September 30, 2025.***

***Roll call vote: Yes: Sandra Grant, Mike Hill, Dorothy Petroskey.***

***No: None. Absent and***

***excused: John Holcombe***

***Motion carried.***

VI. Approval of Minutes - September 13, 2022

***Sandra Grant/moved, Mike Hill/supported, to approve the September 13, 2022 Minutes as submitted, motion carried.***

VII. Fire Chief Report

- Response statistics for month of September 2022 - 78
- Approval to put a 10% deposit down on the new ambulance. We will not take delivery on the truck until 2025.
- First union negotiations - November 7, 2022

VIII. Treasurer's Report

No report.

IX. Approval of Accounts Payable

***Sandra Grant/moved, Mike Hill/supported, to approve Accounts Payable in the amount of \$43,715.21, motion carried.***

X. Correspondence

None.

XI. New Business

2. New Ambulance.

Chief Porter said a new ambulance at a cost of \$317,000.00 will be ordered

to replace an existing ambulance (32 months out to replace the ambulance

in 2024). The amount of \$35,000 for the down payment for the new

ambulance would come out of Vehicle Replacement 245-862.

***Sandra Grant/moved, Mike Hill/supported, to put in an order for a new ambulance as per Chief Porter's recommendation, utilizing funds***

***from Account 245-862, not to exceed \$35,000.00 for the down payment. Motion carried.***

XII. Old Business

No old business.



XIII. Authority Board of Director Member Comments

No comments.

XIV. Adjournment

***Mike Hill/moved, Sandra Grant/supported, to adjourn the meeting  
at 5:59 p.m., motion carried.***

Minutes by Marge Johnson, Recording Secretary

Michael Hill, Secretary

SUTTONS BAY-BINGHAM FIRE & RESCUE AUTHORITY  
BOARD OF DIRECTORS MEETING  
November 8, 2022

**FIRE CHIEF REPORT**

- 1) Response statistics for the month of October 2022 will be presented at the meeting.
- 2) All accounts payable will be presented at the meeting
- 3) A balance sheet will be presented at the meeting.
- 4) The December cycle of the Grand Traverse Band 2% grant to be turned in by the November 30, 2022. I would like to have some discussion on what we should submit for.
  - Halloween was a huge success, had a ton of people come through the station.
  - October was a busy month for us 104 calls for service
  - Our first negotiation was Monday.

SUTTONS BAY-BINGHAM FIRE RESCUE AUTHORITY  
RESPONSE SUMMARY

MONTH: October, 2022

	CALLS FOR EMS ONLY	EMS TRANSPOR TS	FIRE ONLY	BOTH FIRE & EMS	TOTAL
Suttons Bay Township-Other	56	38	0	21	77
Bingham Township	12	9	0	14	26
Leland/Leland Township	0	0	0	0	0
Northport/Leelanau Township	1	1	0	0	1
Cedar	0	0	0	0	0
Elmwood Township	0	0	0	0	0
Other	0	0	0	0	0
TOTALS	69	0	0	35	104

**Bingham Township**  
**Payroll Transactions by Payee**  
 October 18 through November 21, 2022

<u>Date</u>	<u>Name</u>	<u>Amount</u>
<b>Michigan Treasury</b>		
11/18/2022	Michigan Treasury	-535.89
Total Michigan Treasury		-535.89
<b>United States Treasury</b>		
11/18/2022	United States Treasury	-2,866.98
Total United States Treasury		-2,866.98
<b>Ard {ew}, Pat</b>		
11/21/2022	Ard {ew}, Pat	-175.86
Total Ard {ew}, Pat		-175.86
<b>Audette, Paul G</b>		
11/21/2022	Audette, Paul G	-232.72
Total Audette, Paul G		-232.72
<b>Brown, Michael K</b>		
11/21/2022	Brown, Michael K	-591.60
Total Brown, Michael K		-591.60
<b>Clark, Kim R.</b>		
11/21/2022	Clark, Kim R.	-539.65
Total Clark, Kim R.		-539.65
<b>Core, Peggy N.</b>		
11/21/2022	Core, Peggy N.	-1,193.77
Total Core, Peggy N.		-1,193.77
<b>Coulter {ew}, Dorothy Jean</b>		
11/21/2022	Coulter {ew}, Dorothy Jean	-287.44
Total Coulter {ew}, Dorothy Jean		-287.44
<b>Dashner, Charles B</b>		
11/21/2022	Dashner, Charles B	-61.66
Total Dashner, Charles B		-61.66
<b>Erwin {ew}, Mary</b>		
11/21/2022	Erwin {ew}, Mary	-235.51
Total Erwin {ew}, Mary		-235.51
<b>Friske, Angela</b>		
11/21/2022	Friske, Angela	-1,872.92
Total Friske, Angela		-1,872.92
<b>Grant, Sandra K</b>		
11/21/2022	Grant, Sandra K	-1,828.50
Total Grant, Sandra K		-1,828.50
<b>Gulley, Deborah T</b>		
11/21/2022	Gulley, Deborah T	-307.75
Total Gulley, Deborah T		-307.75
<b>Hawtof, Gwen D</b>		
11/21/2022	Hawtof, Gwen D	-92.51
Total Hawtof, Gwen D		-92.51

1:28 PM

11/18/22

**Bingham Township**  
**Payroll Transactions by Payee**  
 October 18 through November 21, 2022

Date	Name	Amount
<b>Hutton, Timothy L</b> 11/21/2022	Hutton, Timothy L	-206.59
Total Hutton, Timothy L		-206.59
<b>Layman, Jeffrey H</b> 11/21/2022	Layman, Jeffrey H	-162.85
Total Layman, Jeffrey H		-162.85
<b>McCann, Janelle</b> 11/21/2022	McCann, Janelle	-291.92
Total McCann, Janelle		-291.92
<b>Morio, Kathy</b> 11/21/2022	Morio, Kathy	-1,914.48
Total Morio, Kathy		-1,914.48
<b>O'Connor, Marlene S</b> 11/21/2022	O'Connor, Marlene S	-190.70
Total O'Connor, Marlene S		-190.70
<b>O'Connor, Patrick J</b> 11/21/2022	O'Connor, Patrick J	-242.41
Total O'Connor, Patrick J		-242.41
<b>Park, J Michael</b> 11/21/2022	Park, J Michael	-70.48
Total Park, J Michael		-70.48
<b>Pawlowicz, James L</b> 11/21/2022	Pawlowicz, James L	-61.66
Total Pawlowicz, James L		-61.66
<b>Priest, Daniel J</b> 11/21/2022	Priest, Daniel J	-310.12
Total Priest, Daniel J		-310.12
<b>Sinclair, Timothy R</b> 11/21/2022	Sinclair, Timothy R	-294.61
Total Sinclair, Timothy R		-294.61
<b>Stone{trustee}, Todd</b> 11/21/2022	Stone{trustee}, Todd	-198.09
Total Stone{trustee}, Todd		-198.09
<b>Werner, Marian E</b> 11/21/2022	Werner, Marian E	-1,246.23
Total Werner, Marian E		-1,246.23
<b>Woods, Mary E</b> 11/21/2022	Woods, Mary E	-61.67
Total Woods, Mary E		-61.67
<b>TOTAL</b>		<b>-16,074.57</b>

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11/18/22

# Bingham Township Vendor Balance Summary All Transactions

	Nov 21, 22
Alpha Electric Group, Inc	1,207.61
Buneks'	170.59
Cathy Core	16.80
Charter Communications cable	169.97
Cherryland Electric Cooperative	94.96
Consumers Energy	172.67
Election Source	666.00
GFL Environmental	27.40
Gosling Czubak Engineering	<del>3,877.00</del> 1,788.00
Leelanau Enterprise & Tribune	119.65
Marge Johnson	150.00
Netlink Business Systems	571.00
Purchase Power	<del>1,774.78</del> 1,008.50
Staples	118.23
Suttons Bay Township	1,748.25
Wells Fargo Financial Leasing, Inc	77.08
Williams & Bay Portable Restrooms	1,112.85
<b>TOTAL</b>	<b><del>4,320.84</del></b>

\$ 9,219.56

••0••

1,207.61	+
170.59	+
16.80	+
169.97	+
94.96	+
172.67	+
666.00	+
27.40	+
1,788.00	+
119.65	+
150.00	+
571.00	+
1,008.50	+
118.23	+
1,748.25	+
77.08	+
1,112.85	+
9,219.56	*
0.00	*

**Bingham Township**  
**Profit & Loss Budget vs. Actual**  
July 1 through November 21, 2022

	<u>Jul 1 - Nov 21, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>245 Account</b>				
245-665 · Interest Income	484.91	1,500.00	-1,015.09	32.33%
<b>Total 245 Account</b>	484.91	1,500.00	-1,015.09	32.33%
<b>400 · REVENUES</b>				
474 · Short Term Rental Permits	600.00	25,800.00	-25,200.00	2.33%
401 · Current Taxes	0.00	52,427.00	-52,427.00	0.0%
405 · School Payment-Summer Tax Coll.	5,117.50	5,200.00	-82.50	98.41%
420 · Delinquent Pers Property Taxes	0.00	50.00	-50.00	0.0%
445 · Penalties & Interest on Taxes	773.84	4,000.00	-3,226.16	19.35%
476 · Land Use Permits	825.00	5,000.00	-4,175.00	16.5%
477 · Special Land Use Permits	500.00	400.00	100.00	125.0%
478 · Land Divisions	450.00	1,050.00	-600.00	42.86%
479 · Appeals/Variances	0.00	200.00	-200.00	0.0%
539 · Grants	111,487.63	115,000.00	-3,512.37	96.95%
574 · State Revenue Sharing	146,070.00	246,015.00	-99,945.00	59.37%
580 · Metro Funds	0.00	6,600.00	-6,600.00	0.0%
642 · Ord. Books, Copies, FOIAs	0.00	50.00	-50.00	0.0%
665 · Interest Income	0.00	1,000.00	-1,000.00	0.0%
667 · Schoolhouse Rent	0.00	500.00	-500.00	0.0%
675 · Cemetery Lots	200.00	1,000.00	-800.00	20.0%
677 · Reimbursements	0.00	2,000.00	-2,000.00	0.0%
687 · Refunds/Rebates	27.29	1,000.00	-972.71	2.73%
<b>Total 400 · REVENUES</b>	266,051.26	467,292.00	-201,240.74	56.94%
<b>Total Income</b>	266,536.17	468,792.00	-202,255.83	56.86%

# Bingham Township

## Profit & Loss Budget vs. Actual

July 1 through November 21, 2022

	<u>Jul 1 - Nov 21, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expense</b>				
725 · Fire Authority				
725-704 · Mtg. per Diem	200.00	480.00	-280.00	41.67%
<b>Total 725 · Fire Authority</b>	<b>200.00</b>	<b>480.00</b>	<b>-280.00</b>	<b>41.67%</b>
<b>101-TOWNSHIP BOARD</b>				
101-723 · Housing North Contract	0.00	1,000.00	-1,000.00	0.0%
101-720 · Short Term Rentals				
101-721 · Short Term Rental-Admin	1,500.00	8,600.00	-7,100.00	17.44%
101-720 · Short Term Rentals - Other	0.00	10,000.00	-10,000.00	0.0%
<b>Total 101-720 · Short Term Rentals</b>	<b>1,500.00</b>	<b>18,600.00</b>	<b>-17,100.00</b>	<b>8.07%</b>
101-724 · Clean-Up Day	0.00	4,200.00	-4,200.00	0.0%
101-702 · Trustee Salaries	1,848.50	4,436.49	-2,587.99	41.67%
101-704 · Land Division Salary	250.00	600.00	-350.00	41.67%
101-705 · Office Aide	951.43	2,400.00	-1,448.57	39.64%
101-725 · Contractual Service-Lawn Maint.	7,050.00	13,000.00	-5,950.00	54.23%
101-726 · Miscellaneous	257.90	2,000.00	-1,742.10	12.9%
101-802 · Attorney	0.00	4,000.00	-4,000.00	0.0%
101-803 · Audit	0.00	3,550.00	-3,550.00	0.0%
101-805 · Dues (MTA, Planning)	0.00	4,300.00	-4,300.00	0.0%
101-806 · Webmaster	150.00	600.00	-450.00	25.0%
101-860 · Mileage	0.00	200.00	-200.00	0.0%
101-865 · Insurance	0.00	6,100.00	-6,100.00	0.0%
101-866 · Hazmat	0.00	400.00	-400.00	0.0%
101-920 · Street Lights (electric bill)	355.70	950.00	-594.30	37.44%
101-955 · Education	0.00	1,000.00	-1,000.00	0.0%
101-956 · Recording Secretary	446.88	1,100.00	-653.12	40.63%
<b>Total 101-TOWNSHIP BOARD</b>	<b>12,810.41</b>	<b>68,436.49</b>	<b>-55,626.08</b>	<b>18.72%</b>
<b>171-SUPERVISOR</b>				
171-706 · Supervisor Salary	7,282.75	17,478.59	-10,195.84	41.67%
<b>Total 171-SUPERVISOR</b>	<b>7,282.75</b>	<b>17,478.59</b>	<b>-10,195.84</b>	<b>41.67%</b>
<b>215- CLERK</b>				
215-705 Clerical Assistant-f/c	0.00	400.00	-400.00	0.0%
215-701 · Clerk Salary	11,063.45	26,552.29	-15,488.84	41.67%
215-703 · Deputy Wages	2,523.62	3,500.00	-976.38	72.1%
<b>Total 215- CLERK</b>	<b>13,587.07</b>	<b>30,452.29</b>	<b>-16,865.22</b>	<b>44.62%</b>
<b>247-BOARD of REVIEW</b>				
247-704 · Per Diems	180.00	2,090.00	-1,910.00	8.61%
<b>Total 247-BOARD of REVIEW</b>	<b>180.00</b>	<b>2,090.00</b>	<b>-1,910.00</b>	<b>8.61%</b>



# Bingham Township

## Profit & Loss Budget vs. Actual

July 1 through November 21, 2022

	<u>Jul 1 - Nov 21, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>253 - TREASURER</b>				
253-702 Treasurer Salary	11,414.70	27,395.23	-15,980.53	41.67%
253-703 Deputy Wages	0.00	500.00	-500.00	0.0%
253-956 Miscellaneous	0.00	1,600.00	-1,600.00	0.0%
253-705 · Clerical Assistant	0.00	500.00	-500.00	0.0%
<b>Total 253 - TREASURER</b>	<b>11,414.70</b>	<b>29,995.23</b>	<b>-18,580.53</b>	<b>38.06%</b>
<b>257 · ASSESSOR</b>				
257-702 · Assessor Salary	11,049.15	26,517.92	-15,468.77	41.67%
257-703 · Assessor Assistant Salary	1,547.47	3,583.56	-2,036.09	43.18%
257-860 · Mileage	122.08	300.00	-177.92	40.69%
257-999 · Field Projects	-1,315.00	0.00	-1,315.00	100.0%
<b>Total 257 · ASSESSOR</b>	<b>11,403.70</b>	<b>30,401.48</b>	<b>-18,997.78</b>	<b>37.51%</b>
<b>262 · ELECTIONS</b>				
262-703 · Wages	7,463.25	6,000.00	1,463.25	124.39%
262-727 · Supplies	1,478.53	1,700.00	-221.47	86.97%
262-728 · Shredding	78.45	150.00	-71.55	52.3%
262-860 · mileage	457.32	450.00	7.32	101.63%
262-930 · Mach set-ups	666.00	1,000.00	-334.00	66.6%
<b>Total 262 · ELECTIONS</b>	<b>10,143.55</b>	<b>9,300.00</b>	<b>843.55</b>	<b>109.07%</b>
<b>265- TOWNSHIP HALL</b>				
265-730 · Tax Bill/Assessment Notice	1,151.04	3,500.00	-2,348.96	32.89%
265-727 · Supplies	915.20	3,200.00	-2,284.80	28.6%
265-728 · Postage	4,163.79	6,000.00	-1,836.21	69.4%
265-850 · Telephone	399.90	1,000.00	-600.10	39.99%
265-851 · Copy Machine	385.40	1,500.00	-1,114.60	25.69%
265-852 · Software Support	1,946.15	7,500.00	-5,553.85	25.95%
265-855 · Internet Access	449.95	1,300.00	-850.05	34.61%
265-900 · Advertising & Publishing	807.76	2,400.00	-1,592.24	33.66%
265-920 · Ut - ELECTRIC	544.89	2,800.00	-2,255.11	19.46%
265-921 · UT - Gas	0.00	1,350.00	-1,350.00	0.0%
265-930 · Repairs/maintenance	256.58	1,200.00	-943.42	21.38%
265-931 · Cleaning	134.40	900.00	-765.60	14.93%
265-932 · Waste Pickup	137.00	400.00	-263.00	34.25%
<b>Total 265- TOWNSHIP HALL</b>	<b>11,292.06</b>	<b>33,050.00</b>	<b>-21,757.94</b>	<b>34.17%</b>
<b>276- CEMETERIES</b>				
276-702 · Cemetery Clerk	500.00	1,200.00	-700.00	41.67%
276-701 · Sexton	0.00	400.00	-400.00	0.0%
276-727 · Supplies/ Maintenance	170.59	800.00	-629.41	21.32%
276-920 · Utilities - Keswick Cemetery	0.00	350.00	-350.00	0.0%
276-932 · Waste Pick-up	284.40	450.00	-165.60	63.2%
<b>Total 276- CEMETERIES</b>	<b>954.99</b>	<b>3,200.00</b>	<b>-2,245.01</b>	<b>29.84%</b>

**Bingham Township**  
**Profit & Loss Budget vs. Actual**  
July 1 through November 21, 2022

	<u>Jul 1 - Nov 21, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>721 · PLANNING</b>				
721-704 · Planning Meeting Per Diem	1,960.00	6,120.00	-4,160.00	32.03%
721-855 · Education	0.00	900.00	-900.00	0.0%
721-956 · Recording Secretary	300.00	770.00	-470.00	38.96%
<b>Total 721 · PLANNING</b>	<u>2,260.00</u>	<u>7,790.00</u>	<u>-5,530.00</u>	<u>29.01%</u>
<b>722 · PLANNING/ZONING CONTRACT</b>				
722-726 · Planning Services	2,184.84	8,568.00	-6,383.16	25.5%
722-727 · Zoning Services	8,741.25	20,979.00	-12,237.75	41.67%
<b>Total 722 · PLANNING/ZONING CONTRACT</b>	<u>10,926.09</u>	<u>29,547.00</u>	<u>-18,620.91</u>	<u>36.98%</u>
<b>723 · ZONING BOARD OF APPEALS</b>				
723-704 · Mtg, Per Diem	0.00	1,440.00	-1,440.00	0.0%
723-855 · Education	0.00	300.00	-300.00	0.0%
<b>Total 723 · ZONING BOARD OF APPEALS</b>	<u>0.00</u>	<u>1,740.00</u>	<u>-1,740.00</u>	<u>0.0%</u>
<b>755 · PARKS</b>				
755-704 · Park Rep per Diem	200.00	480.00	-280.00	41.67%
755-727 · Supplies	132.90	250.00	-117.10	53.16%
755-920 · Utilities - Bingham Twp Park	118.00	300.00	-182.00	39.33%
755-932 · Waste Pick-up	605.00	600.00	5.00	100.83%
755-940 · Porta Potty Rentals	4,341.04	2,900.00	1,441.04	149.69%
755-945 · Park Improvements	0.00	7,000.00	-7,000.00	0.0%
<b>Total 755 · PARKS</b>	<u>5,396.94</u>	<u>11,530.00</u>	<u>-6,133.06</u>	<u>46.81%</u>
<b>6561 · PAYROLL EXPENSES - FICA</b>	4,580.38	10,000.00	-5,419.62	45.8%
<b>977 · CAPITAL OUTLAY</b>	0.00	182,000.00	-182,000.00	0.0%
<b>996 · TRANSFER OUT TO 245 FUND</b>	10,129.61	0.00	10,129.61	100.0%
<b>8000 · 245 Expenditures</b>	<u>25,819.68</u>	<u>0.00</u>	<u>25,819.68</u>	<u>100.0%</u>
<b>Total Expense</b>	<u>138,381.93</u>	<u>467,491.08</u>	<u>-329,109.15</u>	<u>29.6%</u>
<b>Net Income</b>	<u><u>128,154.24</u></u>	<u><u>1,300.92</u></u>	<u><u>126,853.32</u></u>	<u><u>9,851.05%</u></u>