

BINGHAM TOWNSHIP

REGULAR BOARD MEETING MINUTES - amended

July 17, 2023 7:00 pm

1. CALL TO ORDER

Midge Werner called the meeting to order at 7:00 pm.

2. ROLL CALL

Midge Werner, Supervisor	Present
Kathy Morio, Clerk	Present
Sandra Grant, Treasurer	Present
Todd Stone, Trustee	Present
Jeff Layman, Trustee	Present

Quorum present

Steve Patmore, staff

Guests: 4

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Sandra Grant/moved, Kathy Morio/supported to approve the agenda as presented.

Motion carried.

5. CONFLICT OF INTEREST - None

6. APPROVAL OF MINUTES

June 19, 2023 - **Sandra Grant/moved, Todd Stone/supported to approve the minutes of June 19, 2023. Motion carried.**

June 29 2023, special meeting – A spelling correction of the name Curtis, should be Kurtis was noted.

Midge Werner/moved, Todd Stone/supported to approve the minutes of June 29, 2023. Motion carried.

PUBLIC COMMENT

Char Kirchner – She represents the Ingraham Foundation. It was Barton and Gail’s wish to donate funds to parks in Leelanau County for clean-up and improvement. Char Kirchner has been appointed to distribute the funds at her discretion. She would like to donate \$25,000 for work to be done at Groesser Park. Todd Stone will talk to the DNR about access to the park. Char Kirchner requested a plaque be placed at the park and a bench recognizing the Ingraham Foundation.

Todd Stone/moved, Sandra Grant supported, to accept the award of \$25,000 from the Ingraham Foundation to be used at Groesser Park with the stipulation of a plaque be installed recognizing the Ingraham Foundation. Motion carried.

On July 30, 2023, from 1-3 pm. There will be a memorial in honor of Gail Ingraham at the Botanical Gardens in Traverse City.

OLD BUSINESS

Midge Werner met with Kurtis Graham and Andy Rink

a. Building project update

- Install air conditioning – We will need a larger furnace to do that. The heating/cooling would be put on two zones. Currently the hallway and office are on electric heat. All the electric heat will be taken out and the whole building will be heated by ~~natural~~ propane gas.
- Netlink – Bill Schaub will come and help out with the electrician to put in wiring for WiFi and computer needs.
- Basement – It could be built with cement blocks or poured concrete. It is currently block under the office. Either method would cost about the same. The builder prefers poured walls. The decision does not have to be made now. There is a sump pump in the basement.
- Basement window – A window for the basement would be an Anderson window costing \$400. Midge Werner was concerned about security with a basement window. The window alone would not be considered an egress. . The proposed window at \$400 is a middle grade window. There was discussion about the need for the window and whether or not we should step up in quality.
- Heat to north entry storage area – Heat is needed in the storage area. There is little insulation in that area and it is cold in the winter. It is a work area. It was decided that duct work would be installed to heat that area.
- Duct change in basement - The duct work from the furnace to the new room needs to be lower than the ceiling, however it will go over shelving units so it will not be a hazard or an eyesore.
- Entry door to new area – It was decided to use a pocket door. The main entrance to the office will be a secure door. Kurtis will be asked for a way the pocket door could be more secure.
- Flooring – It was decided that carpet squares would be used throughout the building. The squares can be replaced if they get stained. Carpet would help with absorbing the sound. Vinyl flooring would be easier to clean but it could be slippery when wet. This could be discussed again if there are concerns.
- Permits needed – The permit for the addition was just put in last week. The application for remodeling review has been applied for.
- Midge Werner would like someone to meet with her and the building contractor. She also suggested a new refrigerator is needed.
- Midge Werner spoke of two trees on the property that will need to be removed.
- It was decided that the building and the addition will have a new roof.
- Health Department – no discussion

- Township Land Use Permit – no discussion
- Contact person to deal with day-to-day communication with builder/architect – no discussion.

7. NEW BUSINESS

- a. Planning Commission and Parks & Rec Commissions, Reappointments – Midge Werner

- **Sandra Grant/moved, Todd Stone/supported to approve the reappointment of Kathy Jasinske and Jim Pawlowicz to the Planning Commission. The new expiration date will be July 1, 2026. Motion carried.**

Charley Dashner resigned from the Planning Commission.

- **Sandra Grant/moved, Kathy Morio/supported to approve the reappointment of Heather Jordan to the Parks and Rec Committee, her term to expire 7-1-24. Motion carried.**
- **Sandra Grant moved/Kathy Morio supported to extend the terms of Dan Rose and Jan Stone to 7-1-24. Motion carried.**

8. COMMITTEE, STAFF AND OFFICER REPORTS

- a. Parks and Recreation Committee – Todd Stone

Todd Stone reported that the current proposed lease does not fit what the Township wants and he will be contacting the DNR to work that out. Dan Rose will look at the lease legally.

The secretary will add items to the website.

There was discussion about volunteers who get injured while doing volunteer work in the parks. Sandra Grant stated that our insurance does cover volunteers.

However, the Township does not have anything like workman's compensation for volunteers. Volunteers are encouraged to use their own discretion in doing activities that may cause injury. There are no hard and fast rules. Common sense should prevail.

There was discussion about providing a sign on a structure that is used as a changing room, designating it as a changing room. It was agreed to find out the cost of sign. It was decided that signs would not be put on highways designating location of parks at this time.

There is a ~~swing seat~~ **seat on the playscape** that needs to be replaced at Bingham Park. The Board agreed that it should be replaced. **The cost for replacement will be investigated.**

There were 139 volunteer hours in June which is more than normal.

- b. Building and Grounds Committee – Kathy Morio

This was covered in the addition discussion.

- c. Cemetery Committee – Midge Werner

Midge Werner contacted a firm that could put in a watering system. She is waiting for a firm price. There are dead trees that need to be removed. There have been a few burials and some markers are being placed.

d. Zoning Administrator/STR Administrator – Steve Patmore

Mr. Patmore submitted a report. 14 land use permits were issued. There were 71 Short Term Rental registrations submitted, new and renewals. There was discussion about what is allowed for short term rentals. You must have your septic system inspected in order to register a STR. The maximum number of people is 10 for a two-bedroom home. Since registration has become required, owners have been tightening up on their rental practices.

e. Planning Commission – Steve Patmore, Jeff Layman

The Planning Commission met in June.

f. Fire Authority (documents mailed) – Sandra Grant

Standard business as usual.

g. Assessor's Quarterly Report (January, April, July, October)

The July report was received. Angela Friske has been busy. Inspections are being done. Kim prepares the cards and the inspections are done. There were two Board of Reviews.

Sandra Grant/moved, Kathy Morio/supported to approve the Assessor's report for April through June. Motion carried.

h. Treasurer

Interest is coming in from the CD's. The CDars generate more interest.

Trustees – Nothing further to report or discuss.

i. Clerk

- Vendor and Payroll Reports

Sandra Grant had one addition for mowing to add to the report.

Total = \$14,734.81

Sandra Grant/moved, Todd Stone/supported to approve the vendor and payroll report and the additional payment to Paul Whiteford for mowing. Motion carried.

Thanks was expressed to Marge Johnson for her many years of service, Cindy Kacin for accepting the recording secretary position, and Zach Marano for attending meetings and reporting in the Enterprise.

j. Supervisor – no new information.

9. PUBLIC COMMENTS AND ANNOUNCEMENTS

Todd Stone noted that the Cherry Capital Cycling Club requested to use Bingham Park as a staging area. Some biking improvements were suggested. The Club does a nice job of keeping the park clean during their event.

ADJOURNMENT

The meeting was adjourned at 8:29 pm.

Respectfully submitted, Cindy Kacin