

APPROVED: 1/15/2024

**BINGHAM TOWNSHIP  
REGULAR BOARD MEETING MINUTES**

**December 18, 2023, 7:00 pm**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Midge Werner, Supervisor	Present
Kathy Morio, Clerk	Present
Sandra Grant, Treasurer	Present
Jeff Layman, Trustee	Present
Todd Stone, Trustee	Present
<i>Quorum Present</i>	

**In attendance:** Steve Patmore, Zach Marano, John Werner, Jan Stone

**3. PLEDGE OF ALLEGIANCE**

**4. AGENDA APPROVAL**

**Sandra/moved, Jeff/supported to approve the agenda as presented. Motion carried.**

**5. CONFLICT OF INTEREST - None**

**6. APPROVAL OF MINUTES**

November 20, 2023 - **Todd/moved, Kathy/supported to approve the minutes of November 20, 2023 as presented and amended Motion carried.** Park & Rec Policy Update-second sentence: *Engage with public on behalf, as representative, of the Bingham township.*

**7. PUBLIC COMMENT - None**

**8. OLD BUSINESS**

**A. Park and Rec Committee bylaws - Todd Stone**

When engaging with the public in the Bingham Township parks, it is okay to not identify yourself as a Township representative. Midge has sent the Parks and Rec information to the attorney but has not been able to talk to him yet. We really can't move forward on the by-laws and goals and objectives until the attorney looks at it. The Township does not want any Township representative approaching a person in the parks in order to enforce Parks and Rec rules. There is concern for the safety of the individual and liability to the Township. The attorney may have some insight into this.

## 9. NEW BUSINESS

### a. 2024 Board Meeting dates

Regular Bingham Township Board Meetings are held here at the Bingham Schoolhouse on the THIRD MONDAY of each month at 7pm. The meeting dates for the 2024 year are:

January 15   February 19   March 18  
April 15   May 20   June 17\*  
July 15   August 19   September 16  
October 21   November 18   December 16

\*ANNUAL MEETING: Mon. June17 @ 5:30pm

**Sandra/moved, Todd/supported** to accept the 2024 meeting dates as presented.  
Motion carried.

### b. Parks & Rec Policy on Memorial Gifts – Todd Stone

Discussion of memorial gifts began in response to a request to place a memorial in a park and a significant donation that was given to the Parks and Rec Committee. Todd distributed a document outlining guidelines. The Township would have liberty of where the memorial is placed and maintaining it. If the memorial item wears out, the Township will notify the donor and dispose of the item. The Township will not be responsible for replacement of memorial items. Sandra suggested that a statement of the Board can dispose of memorial items at the Board's discretion. should be in the guidelines. The cost and installation of a memorial item would be the donor's expense. The Board will have the final decision in all matters. Todd will prepare the final draft.

### c. Parks & Rec Fund Request – Todd Stone

It was in the budget to purchase a couple of tables. There is currently a sale of 20% off the final cost. He would like to purchase the tables and a grill to take advantage of the sale. The cost would be about \$2700 and the shipping would be \$650. The amount is in the budget.

**Sandra/moved, Kathy/supported to approve the purchase of 2 tables and a grill, not to exceed \$2900, coming out of line item 755-945 of the budget. Motion carried.**

## 10. COMMITTEE, STAFF AND OFFICER REPORTS

### a. Parks and Recreation Committee – Todd Stone

The Committee is redoing the five-year plan. A document of goals and objectives was distributed. The Board's consensus was that the goals and objectives looked good.

The January meeting will be a work session on the five-year plan.

### b. Building and Grounds Committee – Kathy Morio

The addition is coming along.

c. Cemetery Committee – Midge Werner

The Committee reviewed the foresters report. A smaller committee will prioritize needed work items. Kurtis will look at the pump house in the cemetery. A neighbor of the cemetery had survey done and found that the cemetery driveway is partly on their property. Midge is talking with the neighbor regarding this.

d. Zoning Administrator/STR Administrator – Steve Patmore

Short term rental renewal registrations are coming in. This is behind where we were last year. A notice will be sent out to those who haven't renewed yet.

e. Planning Commission – Steve Patmore, Jeff Layman

There was not a quorum at the last meeting. There was discussion on the Master Plan. We can get the file from Networks and we will be able to edit it ourselves. The Commission meets on the first Thursday of the month but in January they will be meeting January 11, 2024.

f. Fire Authority (documents mailed) – Sandra Grant

g. Assessor's Quarterly Report ( January, April, July, October), no report.

The Board of Review met in December.

h. Treasurer Report - Check processing was delayed because of a software program issue.

i. Trustee Jeff Layman – Kudos to Midge and Steve for changing the entrance and exit at the cemetery.

j. Clerk

- Vendor and Payroll Reports

Vendor payouts were \$8,286.91 and payroll was \$11,495.46. Two additions on the vendor report-Brian Kindt for Park & Rec website work and Cathy Core for cleaning.

**Midge/moved, Sandra/supported to accept the Vender report of \$8,286.91 and the payroll report of \$11,495.46 with two additions. Motion carried.**

There was discussion about paying the monthly fee for a domain without a credit card. Perhaps we could pay through Netlink rather than get a credit card.

k. Supervisor – Midge Werner- Bingham township had a good year; Merry Christmas.

**11. PUBLIC COMMENTS AND ANNOUNCEMENTS - None**

**12. ADJOURNMENT**

The meeting was adjourned at 8:06 p.m.

Respectfully submitted,

Cindy Kacin

Recording Secretary