

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING AGENDA
March 18, 2024 7pm**

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

- 5. CONFLICT OF INTEREST**

- 6. APPROVAL OF February 19, 2024 Reg. Board Meeting Minutes**

- 7. PUBLIC COMMENT**

- 8. OLD BUSINESS**

- 9. NEW BUSINESS**
 - a. Annual County Road Commission Report-B. Mulane
 - b. Clean-up Day May 18, 2024 contract with GFL
 - c. A. Rink Architects final draw for township hall addition

- 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)-Sandra Grant
 - 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**

SUBMITTED: 2-21-24

APPROVED:

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING MINUTES
February 19, 2024, 7:00 p.m.**

1. CALL TO ORDER

Midge Werner called the meeting to order at 7:01 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

Quorum Present

In attendance: Steve Patmore, Jim O'Rourke, John Popa

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Todd/moved, Sandra /supported to approve the agenda for February 19, 2024 as presented. Motion carried.

5. CONFLICT OF INTEREST - None

6. APPROVAL OF MINUTES Correction: p.4, cost of Enterprise should be \$47 for one year and \$83.00 for a 2-year subscription.

January 15, 2024, Regular Board Meeting

Sandra/moved, Jeff/supported to approve the minutes of January 15, 2024 as presented and amended. Motion carried.

7. PUBLIC COMMENT

Jim O'Rourke - Deb Allen has resigned. They are looking for someone to be an administrator and the head of Finance. The installation of solar panels at the Government Center is not in the 2024-25 budget.

John Popa – He is opposed to the 8-foot vertical banners that businesses are using for advertising. The vertical banners are a distraction to driving. He urged the Board to tell the people that the vertical banners are illegal.

He is in favor of bringing the junk ordinance back.

He likes the new addition to the Bingham Township Hall.

The Road Commission will be coming to a Bingham meeting soon to give a presentation.

FYI - There is a bill introduced that allows others to sue government employees individually rather than sue the group they work for. It will cause people to not want to work for the government.

Midge Werner asked about the number of people working at the Road Commission. They have about 8-9 people working in the building. There is a shortage of workers to plow the roads.

8. OLD BUSINESS

a. Parks & Rec Policy on Memorial Gifts, Todd Stone

The policy of acceptance of memorial gifts was reviewed by the Parks and Rec committee. It now says that the Board has the final say on the placement of memorial gifts. The gift cannot include any religious or political connections.

Midge/approved, Sandra/supported to approve the Parks and Rec. Policy on Memorial Gifts as presented. Motion carried.

9. NEW BUSINESS

a. Natural Hazard Mitigation Plan Resolution

This came from the Emergency Management office. Matt Ansorge could come to give an explanation if necessary. Federal government/FEMA says we have to have a Natural Hazard Mitigation Plan Resolution. The County has put one together and Townships can use it.

ACTION: Jeff/moved, Todd/supported to approve the Natural Hazard Mitigation Plan Resolution, 2024-02-19.

<u>Voice Roll Call</u>	
Midge Werner	Yes
Kathy Morio	Yes
Sandra Grant	Yes
Jeff Layman	Yes
Todd Stone	Yes

Motion Carried.

b. Appointment to Suttons Bay-Bingham District Library Board

The Township received a letter from Dorothy Jean Coulter who is seeking re-appointment to the Suttons Bay-Bingham District Library Board. Her current appointment ends March 21, 2024. It is a 4-year appointment.

Midge/moved, Sandra/supported to appoint Dorothy Jean Coulter to a four-year term on the Suttons Bay/Bingham District Library Board beginning March 31, 2024 and ending March 31, 2028. Motion carried.

10. COMMITTEE, STAFF AND OFFICER REPORTS

a. Parks and Recreation Committee – Todd Stone

The Committee continues to work on the 5-year plan. They will be losing Heather Jordan at the end of July. The Committee can have up to 11 members; the Committee currently has 5 members. They will be looking for people to serve on the Committee. A member attends a meeting once a month, is expected to steward one park and attend clean-up days. There may be some background work to do. A parks clean-up date will be set next month. The Committee meets on the second Monday of the month.

- b. Building and Grounds Committee – Kathy Morio
The addition is coming along well; about 90% done. It needs interior painting and flooring. The parking lot light is working again. The flagpole rope will be put back on. The Board needs to pick a paint color for the office area and the new area.
- c. Cemetery Committee – Midge Werner
The cemeteries will need some tree removal.
- d. Zoning Administrator/STR Administrator – Steve Patmore
There were no permits in January. There is a pending appeal on the BOA. There were 64 short-term rental applications. 86 is our limit. Most are renewals. Some members went to a workshop on flood plain and renewable energy. The law would require 500 acres to meet the threshold of the law for a solar array.
- e. Planning Commission – Steve Patmore, Jeff Layman
A good meeting of goals and objectives was held. There will be no meeting in March. The next meeting in April 4, 2024.
- f. Fire Authority (documents mailed) – Sandra Grant attended the Fire Authority meeting. Nothing new to report.
- g. Assessor's Quarterly Report (January, April, July, October)
Angela Friske is retiring April 14, 2024.
- h. Treasurer
This is tax season. The last day to pay the taxes is February 29, 2024.
- i. Trustee reports
There is concern about not having a junk ordinance. Todd will look up what is there and bring it to a Board meeting to discuss. A home that was previously a concern is not being remedied. Steve Patmore volunteered to talk to the owner and Midge will call the Health Department. There are a few places that need to be addressed. The

Board would have to write an ordinance. There was a discussion about who would do the enforcing. The cost of enforcing an ordinance would be a concern.

j. Clerk Report

Sandra moved/ Todd supported to approve a payroll balance of \$11,396.28 and a vendor balance of \$8,115.04. Motion carried.

606 absentee ballots have been issued. Bingham will have a May election.

k. Supervisor

The Board received a letter regarding new housing legislation from Betsy Coffia that was forwarded to the Board members.

11. PUBLIC COMMENTS AND ANNOUNCEMENTS - None

12. ADJOURNMENT

The meeting was adjourned at 8:31 p.m.

Respectfully submitted,

Cindy Kacin

Recording Secretary

ROAD RATING REPORT

LEELANAU COUNTY ROAD COMMISSION LEELANAU COUNTY, MI



BINGHAM TOWNSHIP 2024

December 2023
Project No. 856990



LEELANAU COUNTY ROAD COMMISSION

BINGHAM TOWNSHIP LOCAL ROAD RATINGS REPORT 2024

The goal of the Leelanau County Road Commission is to use Asset Management Strategies when planning upcoming projects for the roads that fall under their jurisdiction. Asset management, as defined by Public Act 199 from 2007, is an “ongoing process of maintaining, upgrading, and operating physical assets cost-effectively, based on a continuous physical inventory and condition assessment.” Using asset management strategies will allow the Road Commission and Townships within the County to invest available road funds into future projects in a manner that will provide the greatest return and most effective improvements for the Community.

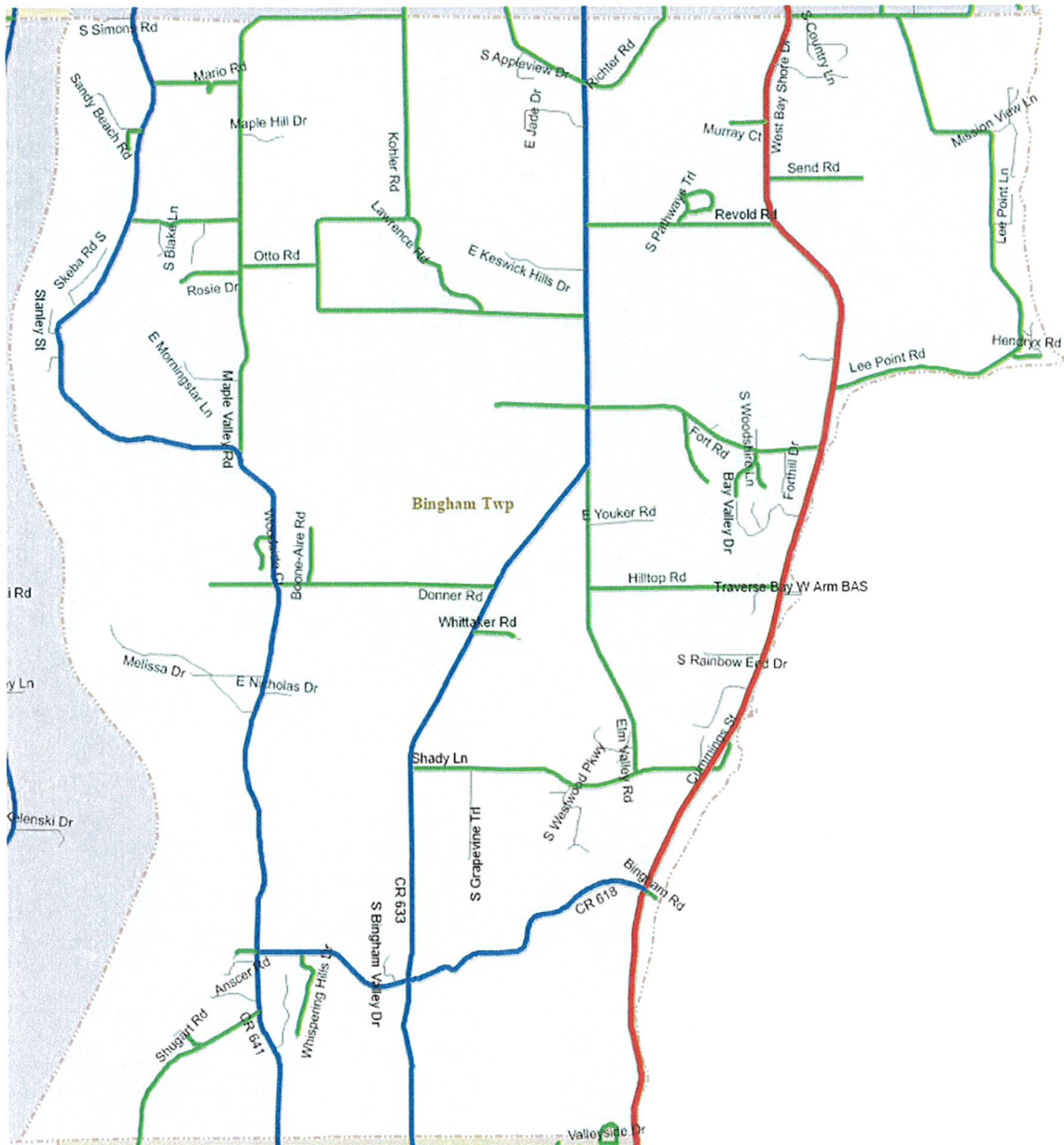


Figure 1: Bingham Township Roads by Jurisdiction
 Red = State Highways, Blue = County Primary, Green = County Local, Gray = Undefined (I.E. Private)

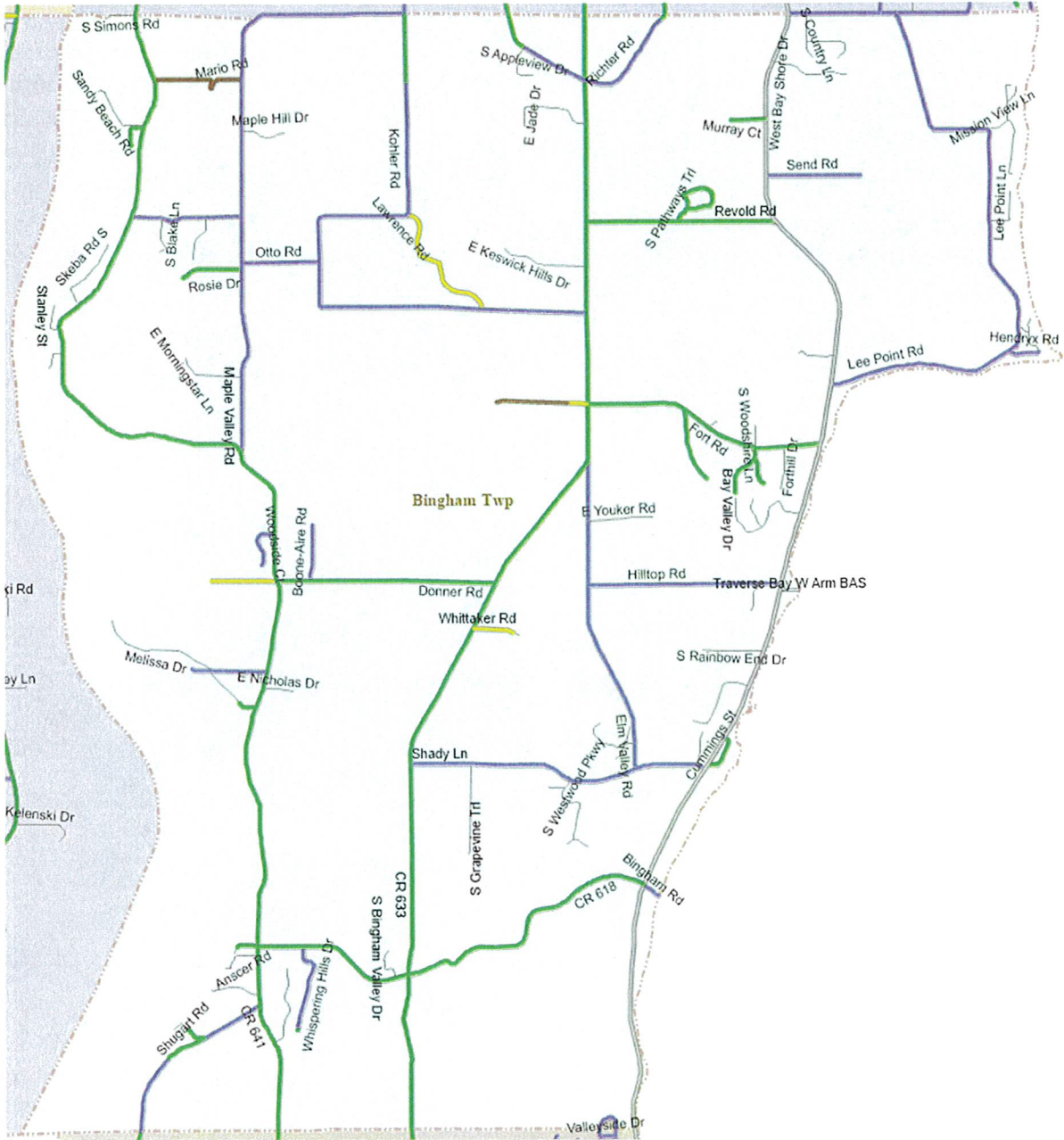


Figure 2: Bingham Township Roads by Surface Type
 Green = Asphalt, Grey = Concrete, Purple = Seal Coat, Yellow = Gravel, Brown = Earth

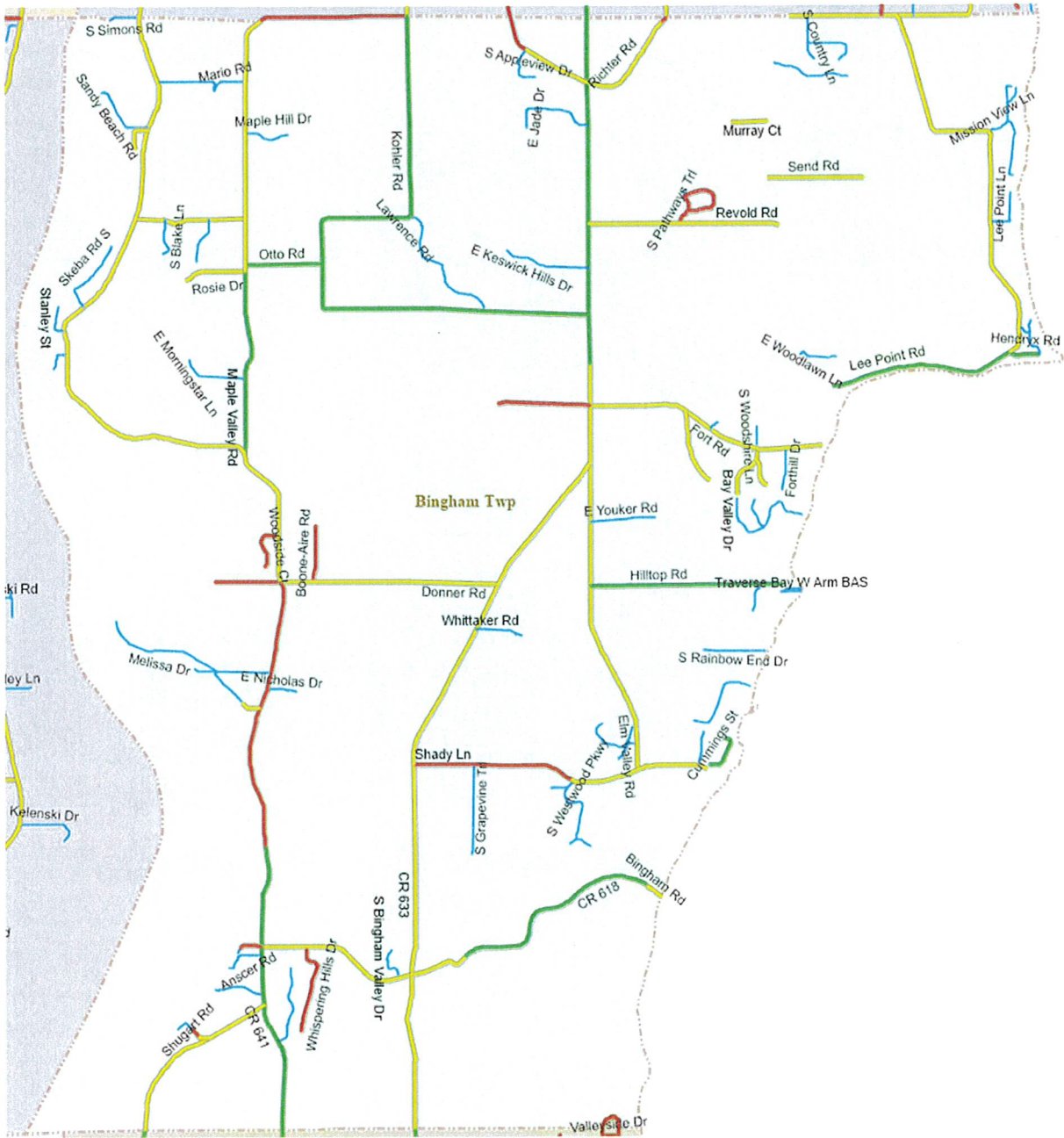


Figure 3: Bingham Township Roads by PASER Rating
 Green = Good (8-10), Yellow = Fair (5-7), Red = Poor (1-4), Blue = Unrated

Road Rating Systems

The PASER (Pavement Surface Evaluation and Rating) Road Rating System is utilized by the County to rate the existing local and primary paved roads. PASER is the rating system for paved roads that is utilized in Roadsoft to collect data on the roads. The surface condition of the road can receive a rating between 1 and 10, 1 being the worst and 10 being the best road surface condition. Tables 1 and 2 provided below show the rating as well as suggested maintenance to preserve the road and a cost estimate for the repairs. Typically, seasonal roads are excluded and should show in Roadsoft as unrated.

Table 1: PASER Ratings and Repairs for Paved Roads

Road Rating	Recommended Repair	Estimated Cost Per Centerline Mile
10	No maintenance necessary. New Road	\$0
9	No maintenance necessary. Smooth Surface	\$0
8	Crack Sealing	\$4,000
7	Crack Sealing and/or Minor Patching	\$7,000
6	Patching and Sealcoat	\$50,000
5	Asphalt Wedging Asphalt Wedging and Sealcoat	\$150,000 \$185,000
4	Asphalt Wedging and Structural Overlay	\$300,000
3	Patching, Asphalt Wedging and Structural Overlay Crush and Shape, Gravel and Pave	\$350,000 \$450,000
2	Reconstruction	\$600,000
1	Reconstruction with Base Stabilization Return to Gravel	\$700,000 \$20,000

Gravel roads are rated using a system referred to as IBR (Inventory-Based Rating) System™ for Gravel Roads. The rating for a segment of gravel road is determined by considering three separate characteristics for that segment. The three characteristics are surface width, drainage adequacy and structural adequacy, which are all evaluated to determine the segment rating. The segment rating range is 1 to 10.

Table 2: IBR Ratings and Treatments for Gravel Roads

Road Rating	Existing Condition / Recommended Repair	Estimated Cost Per Centerline Mile
10	No maintenance necessary. New Road	\$0
8 to 9	Good crown and drainage throughout. Adequate gravel for traffic. Maintain with grading and dust control.	\$2,000
6 to 7	Existing crown with drainage on 50% or more of roadway. Additional gravel needed in some areas along with ditching.	\$75,000
3 to 5	Little or no crown. Ditched on less than 50% of the road. Additional gravel needed on entire road along with ditching.	\$125,000
1 to 2	Failed Road. Reconstruction.	\$250,000

The following figures compare PASER ratings for Statewide, County, and Township roads. It is important to note that the ratings shown in Figures 5 and 6 for the County and Township are based on the current estimated rating calculated by Roadsoft based off the last time the road was field rated. The County recently performed in-field PASER ratings in the Fall of 2023. Therefore, thereafter the calculated PASER rating that was provided by Roadsoft in this report will match that of the last field rating that was performed. This version of the database was obtained from the County in November 2023, and although the PASER system has an automatic diminishing score based on age from the last field evaluation, the data from November 2023 was used for this 2024 report.

Statewide Paved Local Roads

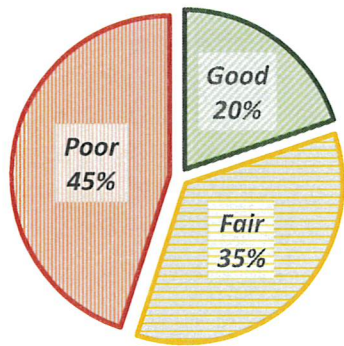


Figure 4: Condition of Paved Local Roads Statewide

Leelanau County Current PASER Scores

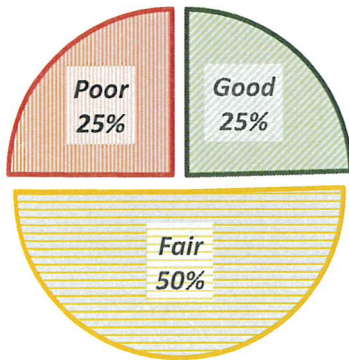


Figure 5: Condition of Paved Local Roads in Leelanau County

Bingham Township Current PASER Scores

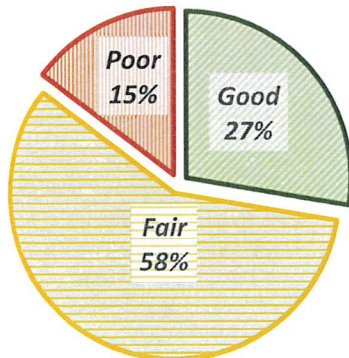


Figure 6: Condition of Paved Local Roads in Bingham Township

Good = PASER Rating 10-9-8 / Fair = PASER Rating 7-6-5 / Poor = 4-3-2-1

Bingham Township Paved Local Road Ratings

Service Life of Treatments

Service Life is the expected time that a roadway repair will remain effective before the road needs to be reconstructed. Table 3 below contains road repairs and the corresponding service life that can be expected from the repairs. Before repairs reach the end of their service life, preventative maintenance should be performed on a regular basis to continue to extend the life of the road. This will increase the expected service life after repairs are complete.

Table 3: Service Life of Treatments for Paved Roads

Road Rating	Recommended Repair	Expected Service Life (years)
8	Minor Crack Sealing	5
7	General Crack Sealing and/or Minor Patching	5
6	Patching and Sealcoat Ultra-thin Asphalt Overlay	7 7 to 10
5	Asphalt Wedging Asphalt Wedging and Sealcoat Asphalt Wedging and Ultra-thin Asphalt Overlay	7 7 to 10 10
4	Asphalt Wedging and Overlay	12 to 15
3	Pulverize, gravel and pave	15 to 25
2	Reconstruction	25 to 30
1	Reconstruction due to failed road	25 to 30

For road ratings that contain multiple repair types, the best suited repair should be determined by the County Engineer's field observations. Expected service life may be decreased or preventative maintenance increased if the road is constructed on unsuitable underlying soils. Such soils should be addressed prior to completing repairs.

Table 4: Current Ratings for Paved Roads

Current PASER Rating	Road Name	Limits	Center line Length (miles)	Last Field Rating
10	None	---	---	---
9	Cummings St.	West Bay Shore Dr. to West Bay Shore Dr.	0.24	2023
8	Lee Point Rd.	West Bay Shore Dr. to Hendryx Rd. *	1.06	2023
	Hilltop Rd.	Elm Valley Rd. to West Bay Shore Dr. *	1.08	2023
	Hendryx Rd.	Lee Point Rd. to undefined road segment *	0.18	2023
	Maple Valley Rd.	Rosie Dr. to CR 641 *	1.03	2023
	Kohler Rd.	Suttons Bay TWP line to Erdt Rd.	1.11	2023
	Erdt Rd.	Center Otto Rd. to Kohler Rd. *	0.51	2023
	Center Otto Rd.	Otto Rd. to Erdt Rd. *	0.48	2023
	Otto Rd.	Maple Valley Rd. to Center Otto Rd. *	0.43	2023
	Otto Rd.	Center Otto Rd. to CR 633 *	1.50	2023
7	Revoid Rd.	CR 633 to PASER 6 segment	0.16	2023
	Send Rd.	West Bay Shore Dr. to end of road *	0.54	2023
	McAllister Rd.	West Bay Shore Dr. to S. Country Ln. *	0.11	2023
	Lee Point Rd.	Hendryx Rd. to PASER 6 segment *	1.52	2023
	E Lakeview Rd.	Elmwood TWP line to CR 641	1.04	2023
	Maple Valley Rd.	Otto Rd. to Rosie Dr. *	0.04	2023
	Elm Valley Rd.	CR 633 to E. Palisades Ln. *	1.62	2023
	Donner Rd.	CR 641 to CR 633	1.22	2023

	Shugart Rd. Fort Rd.	E Lakeview Rd. to PASER 3 segment CR 633 to West Bay Shore Dr.	0.07 1.37	2023 2023
6	Scenic View Dr. Murray Court Rosie Dr. Shady Ln. Revold Rd. Lee Point Rd. Otto Rd. W. Pine View Rd. Richter Rd. Independence Dr.	Fort Rd. to end of road West Bay Shore Dr. to end of road Maple Valley Rd. to end of road PASER 5 segment to W. Bay Shore Dr. * End of road to West Bay Shore Dr. Suttons Bay TWP line to PASER 7 segment * CR 641 to Maple Valley Rd. * S. Appleview Dr. to CR 633 * CR 633 to PASER 5 segment * John Henry Rd. to Fort Rd.	0.43 0.20 0.35 0.25 0.91 0.76 0.63 0.39 0.41 0.06	2023 2023 2023 2023 2023 2023 2023 2023 2023 2023
5	Richter Rd. Maple Valley Rd. McAllister Rd. Sandy Ridge Rd. Shady Ln Elm Valley Rd. Independence Dr. John Henry Rd. Bingham Rd.	PASER 4, 0.19 Mi SW to PASER 6 segment Otto Rd. to Pleasant Hill Rd. * S Country Ln. to Donny Brook Rd. * CR 641 to end of road S. Westwood Pkwy to PASER 6 segment * E. Palisades Ln. to Shady Ln. * John Henry Rd. to end of road Independence Dr. to end of road W. Bay Shore Dr. to PASER 7 segment	0.19 1.38 0.90 0.17 0.53 0.14 0.24 0.17 0.08	2023 2023 2023 2023 2023 2023 2023 2023 2023
4	Boone-Aire Rd Shady Ln W Pine View Rd. Richter Rd. S. Pathways Trl. Pine Meadow Path	Donner Rd. to end of road * CR 633 to S. Westwood Pkwy Twp line to S. Appleview Dr. Suttons Bay Twp to SW 0.03 miles Undefined section to Revold Rd. S Pathways Trl to S Pathway Trl	0.32 0.91 0.21 0.03 0.18 0.39	2023 2023 2023 2023 2023 2023
3	Shugart Rd. Pleasant Hill Rd. Valley Hills Dr. Valley Hills Dr. Bingham Rd. Woodside Court	End of local road to E Lakeview Rd. Maple Valley Rd. to Kohler Rd. * End of road for 0.116 miles * Valley Hills Dr. for 0.087 miles * Undefined section to CR 641 CR 641 to end of road *	0.05 0.84 0.12 0.09 0.12 0.28	2023 2023 2023 2023 2023 2023
2	Whispering Hills Dr.	End of paved road to CR 618 *	0.50	2023
1	None	---	---	---
Undefined	S. Pathways Trail.	Revold Rd. to end of road *	0.02	

*Sealcoat Roads

* Undefined Surface

Table 5: Estimated Cost to Repair Paved Roads Based on 2024 PASER Ratings

Road Rating	Miles	Estimated Cost per Mile	Total Cost
10	0.00	\$0	\$0
9	0.24	\$0	\$0
8	7.36	\$4,000	\$29,500
7	7.68	\$7,000	\$54,000
6	4.37	\$50,000	\$218,500
5	3.81	\$185,000	\$705,000
4	2.03	\$300,000	\$609,000
3	1.51	\$450,000	\$679,500
2	0.50	\$600,000	\$300,000
1	0.00	\$700,000	\$0
0 (undefined)	0.02	\$--	\$--

Total Cost in 2024 = \$2,595,500

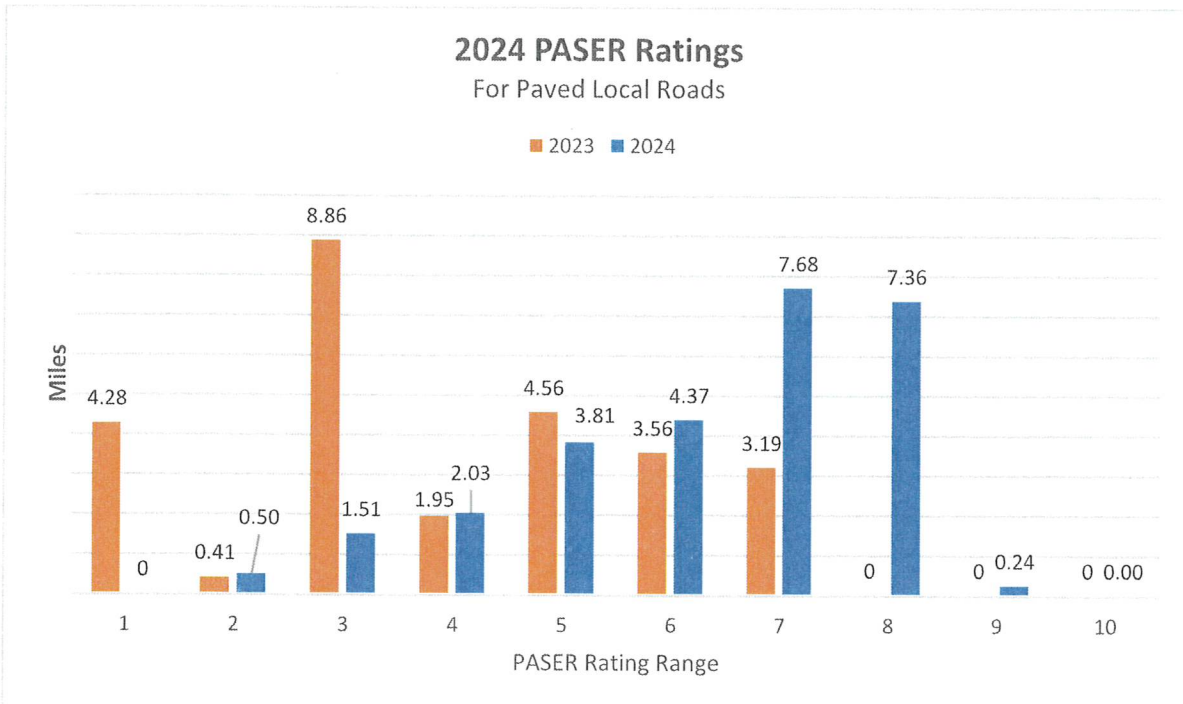


Figure 7: Current PASER Ratings

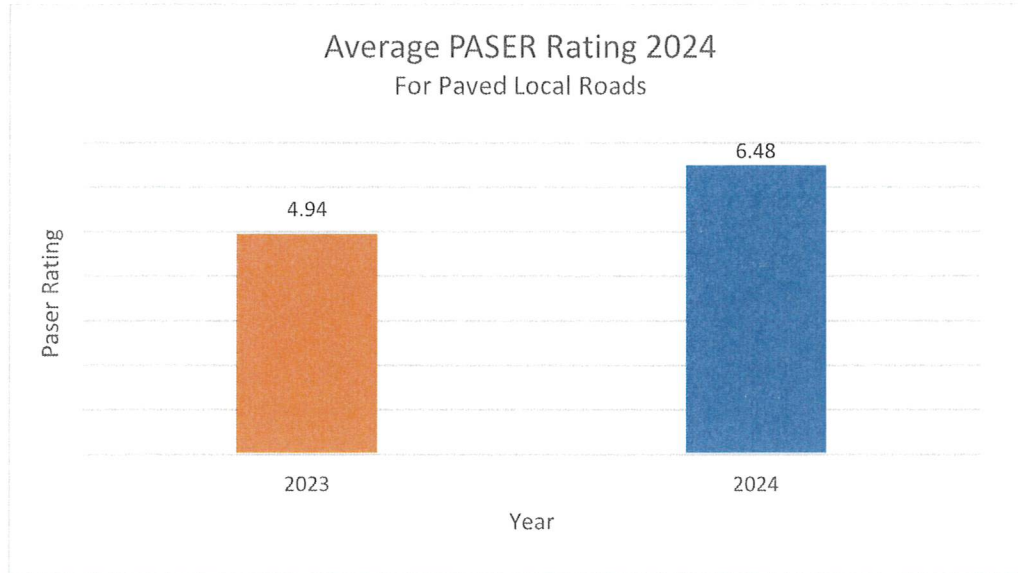


Figure 8: Average Current PASER Rating

Bingham Township Gravel Local Road Ratings

Gravel roads should be treated differently than paved roads. The service life of gravel roads is more difficult to predict. Gravel road conditions can change rapidly depending on the weather, grading layout, and the traffic the road receives. A summary of the current ratings of gravel roads is provided in Table 6 below.

Table 6: Current Ratings for Gravel Roads

IBR Rating	Road Name	Limits	Length (miles)
3 to 10	None	---	---
2	Donner Rd. Fort Rd.	CR 641 to end of road * CR 633 to graded earth *	0.37 0.10
1	None	---	---
Unrated	Bingham Rd. Whittaker Rd. Lawrence Rd.	Undefined section to paved Bingham Rd. CR 633 to undefined section Erdt Rd. to Otto Rd.	0.01 0.23 0.77
Earth	Fort Rd. Mario Rd.	End of gravel to end of road * CR 641 to Maple Valley Rd.	0.42 0.57

* Roads with no "last" PASER rating or date identified, but a current rating listed under Current PASER Rating (Should be Rated on the IBR scale).

Leelanau County PASER (Pavement Surface Evaluation and Rating) Summary - January, 2024

Estimated Repair Cost by PASER

Category	Estimated Cost	Good			Fair			Poor			
		10	9	8	7	6	5	4	3	2	1
Primary Roads	\$11,189,000	\$0	\$0	\$315,000	\$226,000	\$948,000	\$2,392,000	\$3,378,000	\$1,746,000	\$2,184,000	\$0
Bingham Twp	\$2,595,500	\$0	\$0	\$29,500	\$54,000	\$218,500	\$705,000	\$609,000	\$679,500	\$300,000	\$0
Centerville Twp	\$3,012,800	\$0	\$0	\$25,800	\$32,900	\$208,500	\$708,600	\$720,000	\$873,000	\$444,000	\$0
Cleveland Twp	\$3,594,300	\$0	\$0	\$15,700	\$28,500	\$210,000	\$917,600	\$1,263,000	\$715,500	\$444,000	\$0
Elimwood Twp	\$4,860,400	\$0	\$0	\$14,000	\$44,400	\$289,500	\$788,000	\$1,164,000	\$1,606,500	\$954,000	\$0
Empire Twp	\$2,234,500	\$0	\$0	\$11,500	\$30,000	\$200,000	\$682,000	\$576,000	\$441,000	\$294,000	\$0
Glen Arbor Twp	\$755,000	\$0	\$0	\$32,000	\$22,000	\$73,000	\$300,000	\$120,000	\$180,000	\$0	\$28,000
Kasson Twp	\$6,885,000	\$0	\$0	\$13,000	\$39,000	\$346,000	\$551,000	\$3,006,000	\$2,785,000	\$96,000	\$49,000
Leelanau Twp	\$6,201,000	\$0	\$0	\$58,000	\$56,000	\$125,000	\$1,724,000	\$1,152,000	\$1,467,000	\$1,374,000	\$245,000
Leland Twp	\$5,276,500	\$0	\$0	\$19,000	\$49,500	\$217,500	\$942,000	\$1,185,000	\$1,165,500	\$1,698,000	\$0
Solon Twp	\$2,818,000	\$0	\$0	\$9,500	\$32,500	\$44,000	\$168,500	\$1,392,000	\$1,021,500	\$150,000	\$0
Suttons Bay Twp	\$3,361,500	\$0	\$0	\$49,000	\$67,500	\$249,500	\$1,134,000	\$1,149,000	\$148,500	\$564,000	\$0
County Wide	\$52,783,500	\$0	\$0	\$592,000	\$682,300	\$3,129,500	\$11,012,700	\$15,714,000	\$12,829,000	\$8,502,000	\$322,000
				\$592,000	\$14,824,500				\$37,367,000		

Mileage and PASER Ranking

Category	Good	Fair	Poor	Miles
State Wide	27%	38%	35%	
Primary Roads	51%	38%	11%	168.7
Local Roads (mileage based)				
State Wide	20%	35%	45%	13,049.0
County Wide	25%	50%	25%	308.3
				% of Total
Glen Arbor Twp	55%	40%	5%	15.658
Leelanau Twp	34%	44%	22%	44.457
Centerville Twp	32%	49%	19%	25.994
Suttons Bay Twp	32%	55%	13%	38.671
Bingham Twp	27%	58%	15%	27.509
Cleveland Twp	25%	50%	25%	26.454
Empire Twp	16%	65%	19%	18.323
Leland Twp	15%	54%	31%	30.618
Solon Twp	15%	40%	45%	15.896
Elimwood Twp	12%	57%	31%	28.937
Kasson Twp	11%	43%	46%	35.823



02/15/2024

Ms. Midge Werner – Supervisor
Bingham Township
7171 S. Center Hwy.
Traverse City, MI 49684

Dear Midge,

We are in the process of finalizing our township cleanup dates for the upcoming 2024 season.

The scheduled date for Bingham Township will be as follows:

May 18th, 2024 from 9:00am to 12:00pm

The billing rates for 2024 will be as follows:

Garbage Truck with Driver/helper:	\$200.00 per hour - portal to portal
MSW - (Trash) will be:	\$43.00 per compacted yard

Fuel Surcharge: 25% of total charges

Thank You for the opportunity in providing these services for you, as we are looking forward to the upcoming 2024 season.

If you have any questions, please contact me at the office at 231-943-8088.

Regards,
Josh Tracey
General Manager I

We the undersign officials would like to confirm and accept this proposal as noted above.

X_____ X_____

Date Accepted_____

Please return a copy of this signed proposal to:

By mail:
ATTN: Dylan Wimberley
280 Hughes Dr,
Traverse City, MI 49696

By email: dwimberley@gflenv.com

a. rink architects inc.

526 west 7th street traverse city, mi 49684 231 . 620 . 4077

BINGHAM TOWNSHIP HALL / ADDITION / SUTTONS BAY / MI

Date of invoice 1-Mar-2024

Invoice to: BINGHAM TOWNSHIP CLERK
VIA: EMAIL

3/1/24 final draw pending Certificate of Occupancy issuance

second of three payments (flat rate) \$2,800.00

Amount of this invoice **\$2,800.00**

Thank you for the opportunity to assist you with your architecture!

ZONING ADMINISTRATOR'S REPORT BINGHAM TOWNSHIP

February 2024

For March 2024 Planning Commission & Township Board Meetings

LAND USE PERMITS ISSUED

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY BUILDINGS	Commercial/ Other/Solar
FEBRUARY 2024	5	1	2	0	2
Year To Date 2024	5	1	2	0	2
YTD 2023	8	0	2	5	1
YTD 2022	6	3	0	2	1
YTD 2021	3	2	0	1	0
YTD 2020	2	0	0	2	0
YTD 2019	6	1	4	0	1
YTD 2018	2	1	0	1	0
YTD 2017	2	2	0	0	0
YTD 2016	2	0	0	2	0
YTD 2015	2	0	1	1	0
YTD 2014	0	0	0	0	0

LUP 24-001	S. West Bayshore Dr.	Draft Permit – New Single-Family Dwelling
LUP 24-002	11197 E. Meadow View	Addition
LUP 24-003	6558 S. Lake Leelanau Dr.	Addition
LUP 24-004	7367 S. Whispering Hills	Ground-mounted solar array
LUP 24-005	3590 S. Stanley St.	Demolition

Permits in progress
 Revisions to existing permits.
 Questions on Land Use Permits, setbacks, zoning, permit process, etc.

Land Division

- Several inquiries about potential land divisions.

Zoning Board of Appeals:

- Application received for variance request on Sandy Beach Dr.

Short Term Rental Administration

- 67 total applications received and reviewed so far in 2024.
- In process of reviewing and issuing renewal permits.
- Inquiries on renewals, permits, and the process are received every day.

Other Work:

- Inspections
- Master Plan review and revisions
- Many Inquiries on zoning matters.
- Attended workshop on Flood Plain Management and permits.

Bingham Township Clerk and Treasurer Balance Sheet

As of February 29, 2024

	Clerk	Treasurer
101 . General Fund Cash: General Checking TCSB	498,547.80	498,547.80
General Investment 12 mo CD Northwestern	77,039.26	77,039.26
TOTAL	575,587.06	575,587.06
245 . Set Aside Fund:245 Fund Investment Acct.	15,915.30	
245 . Set Aside Fund:245-245 Area Improvements	62,219.58	
245 . Set Aside Fund:245-246 Parks and Rec. Grant	25,072.88	
245 . Set Aside Fund:245-247 Ingraham Foundation Grant	7,401.45	
245 . Set Aside Fund:245-248 Parks and Rec. Improvements	15,410.28	
245 . Set Aside Fund:245-259 Office Equipment	40,086.68	
245 . Set Aside Fund:245-262 Elections	54,853.60	
245 . Set Aside Fund:245-265 Schoolhouse	8,126.60	
245 . Set Aside Fund:245-276 Cemetery	45,178.26	
245 . Set Aside Fund:245-466 Roads	8,149.89	
245 . Set Aside Fund:245-539 Grants	137,739.52	
245 . Set Aside Fund:245-540 Federal Grant	30,384.42	
245 . Set Aside Fund:245-721 Planning - Master Plan	3,506.37	
245 . Set Aside Fund:245-752 Assessor Field Project	10,209.64	
245 . Set Aside Fund:245-802 Attorney	464,254.47	464,254.47
TOTAL	\$1,039,841.53	\$1,039,841.53
Total Money in Bingham Township Accounts	\$1,039,841.53	\$1,039,841.53
Difference		0.00

Bingham Township
Treasurer's Monthly Report
 February 2024

Feb 24

Income		
Property Tax Revenues		
402 . Current Property Taxes		596,820.98
410 . Current Pers. Prop. Taxes		25,584.52
Total Property Tax Revenues		<u>622,405.50</u>
245 set aside		
665 . 245 interest income		133.29
Total 245 set aside		<u>133.29</u>
Regular Revenue		
474 . Short Term Rental Permit		4,800.00
401 . Current Taxes		23,293.86
665 . Interest Income		1,060.72
Total Regular Revenue		<u>29,154.58</u>
Total Income		<u>651,693.37</u>
Expense		
General Expenses		
Expenses		8,115.04
Payroll Expense		11,396.28
Total General Expenses		<u>19,511.32</u>
Property Tax Disbursements		
Early Childhood		25,553.10
Library		66,931.79
BATA		65,750.71
Commission on Aging		43,035.67
County Allocation		13,706.39
County Road		68,662.76
Fire Operations		446,330.20
Recycling Fee		19,993.60
School Debt		5,836.77
School Operating Tax		20,727.10
School Sinking Fund		1,956.63
State Education Tax		19,955.39
TBAISD		11,784.22
Township Allocation		27,462.49
Total Property Tax Disbursements		<u>837,686.82</u>
Property Tax Expenses		
Service Charge from bank		108.61
Bank Proof Adj. Debit		0.00
Overpayment		303.71
Returned Deposited Item		2,322.14
Total Property Tax Expenses		<u>2,734.46</u>
Total Expense		<u>859,932.60</u>
Net Income		<u><u>-208,239.23</u></u>

11:32 AM

03/15/24

Bingham Township
Vendor Balance Summary
All Transactions

	<u>Mar 18, 24</u>
ACCIDENT FUND INSURANCE COMPANY OF AMERIC	590.00
Cathy Core	9.07
Charter Communications cable	169.96
Cherryland Electric Cooperative	96.72
Consumers Energy	501.12
Cynthia A. Kacin	75.00
Election Source	162.03
GFL Environmental	40.10
KCI (Kent Communications Inc)	881.61
Netlink Business Systems	728.62
Networks Northwest (NW MI COG)	9,728.53
Pitney Bowes Global Financial Servies LLC	174.66
Staples	385.35
Steven Patmore	1,150.00
Suttons Bay Township	1,888.11
Wells Fargo Financial Leasing, Inc	77.08
	<hr/>
TOTAL	<u>16,657.96</u>

Bingham Township
Payroll Transactions by Payee
February 20 through March 18, 2024

Date	Name	Amount
Michigan Treasury 03/15/2024	Michigan Treasury	-660.01
Total Michigan Treasury		-660.01
United States Treasury 03/15/2024	United States Treasury	-3,079.14
Total United States Treasury		-3,079.14
Brown, Michael K 03/15/2024	Brown, Michael K	-491.59
Total Brown, Michael K		-491.59
Clark, Kim R. 03/15/2024	Clark, Kim R.	-471.91
Total Clark, Kim R.		-471.91
Core, Peggy N. 03/15/2024	Core, Peggy N.	-1,190.47
Total Core, Peggy N.		-1,190.47
Coulter {ew}, Dorothy Jean 03/15/2024	Coulter {ew}, Dorothy Jean	-131.59
Total Coulter {ew}, Dorothy Jean		-131.59
Duvall, Barbara A 03/15/2024	Duvall, Barbara A	-337.61
Total Duvall, Barbara A		-337.61
Emeott, Scott 03/15/2024	Emeott, Scott	-405.26
Total Emeott, Scott		-405.26
Erwin {ew}, Mary 03/15/2024	Erwin {ew}, Mary	-168.13
Total Erwin {ew}, Mary		-168.13
Friske, Angela 03/15/2024	Friske, Angela	-2,038.65
Total Friske, Angela		-2,038.65
Grant, Lee G 03/15/2024	Grant, Lee G	-325.53
Total Grant, Lee G		-325.53
Grant, Sandra K 03/15/2024	Grant, Sandra K	-1,986.40
Total Grant, Sandra K		-1,986.40
Gulley, Deborah T 03/15/2024	Gulley, Deborah T	-259.13
Total Gulley, Deborah T		-259.13
Hawtof, Gwen D 03/15/2024	Hawtof, Gwen D	-198.23
Total Hawtof, Gwen D		-198.23

Bingham Township
Payroll Transactions by Payee
 February 20 through March 18, 2024

Date	Name	Amount
Hutton, Timothy L 03/15/2024	Hutton, Timothy L	-244.48
Total Hutton, Timothy L		-244.48
Layman, Jeffrey H 03/15/2024	Layman, Jeffrey H	-175.88
Total Layman, Jeffrey H		-175.88
Morio, Dennis P 03/15/2024	Morio, Dennis P	-330.56
Total Morio, Dennis P		-330.56
Morio, Kathy 03/15/2024	Morio, Kathy	-2,080.43
Total Morio, Kathy		-2,080.43
Morris, Julie A 03/15/2024	Morris, Julie A	-335.74
Total Morris, Julie A		-335.74
O'Connor, Marlene S 03/15/2024	O'Connor, Marlene S	-284.30
Total O'Connor, Marlene S		-284.30
O'Connor, Patrick J 03/15/2024	O'Connor, Patrick J	-251.09
Total O'Connor, Patrick J		-251.09
Okma, Lou 03/15/2024	Okma, Lou	-405.26
Total Okma, Lou		-405.26
Schultz, Virginia D 03/15/2024	Schultz, Virginia D	-405.26
Total Schultz, Virginia D		-405.26
Stone{trustee}, Todd 03/15/2024	Stone{trustee}, Todd	-211.13
Total Stone{trustee}, Todd		-211.13
Werner, Marian E 03/15/2024	Werner, Marian E	-1,364.87
Total Werner, Marian E		-1,364.87
TOTAL		-17,832.65

Bingham Township
Profit & Loss Budget vs. Actual
 July 1, 2023 through March 18, 2024

	<u>Jul 1, '23 - Mar 18, 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
245 Account				
245-665 · Interest Income	6,204.93	1,500.00	4,704.93	413.66%
Total 245 Account	6,204.93	1,500.00	4,704.93	413.66%
Building Authority Account				
665 Interest	5,243.35	0.00	5,243.35	100.0%
Total Building Authority Account	5,243.35	0.00	5,243.35	100.0%
400 · REVENUES				
474 · Short Term Rental Permits	21,300.00	25,800.00	-4,500.00	82.56%
401 · Current Taxes	55,219.54	58,004.00	-2,784.46	95.2%
405 · School Payment-Summer Tax Coll.	5,130.00	5,200.00	-70.00	98.65%
420 · Delinquent Pers Property Taxes	0.00	50.00	-50.00	0.0%
445 · Penalties & Interest on Taxes	0.00	4,000.00	-4,000.00	0.0%
476 · Land Use Permits	1,200.00	5,000.00	-3,800.00	24.0%
477 · Special Land Use Permits	0.00	400.00	-400.00	0.0%
478 · Land Divisions	300.00	1,050.00	-750.00	28.57%
479 · Appeals/Variances	0.00	200.00	-200.00	0.0%
539 · Grants	25,000.00	226,000.00	-201,000.00	11.06%
574 · State Revenue Sharing	237,102.00	282,130.00	-45,028.00	84.04%
580 · Metro Funds	55.00	7,500.00	-7,445.00	0.73%
642 · Ord. Books, Copies, FOIAs	0.00	50.00	-50.00	0.0%
665 · Interest Income	204.42	1,000.00	-795.58	20.44%
675 · Cemetery Lots	2,700.00	1,000.00	1,700.00	270.0%
677 · Reimbursements	50.64	1,000.00	-949.36	5.06%
687 · Refunds/Rebates	0.00	1,000.00	-1,000.00	0.0%
Total 400 · REVENUES	348,261.60	619,384.00	-271,122.40	56.23%
Total Income	359,709.88	620,884.00	-261,174.12	57.94%

Bingham Township Profit & Loss Budget vs. Actual July 1, 2023 through March 18, 2024

Expense	Jul 1, '23 - Mar 18, 24	Budget	\$ Over Budget	% of Budget
725 · Fire Authority				
725-704 · Mtg. per Diem	360.00	480.00	-120.00	75.0%
Total 725 · Fire Authority	360.00	480.00	-120.00	75.0%
101-TOWNSHIP BOARD				
101-722 · MPO Contract	0.00	3,700.00	-3,700.00	0.0%
101-723 · Housing North Contract	1,000.00	1,000.00	0.00	100.0%
101-720 · Short Term Rentals				
101-721 · Short Term Rental-Admin	5,100.00	8,600.00	-3,500.00	59.3%
101-720 · Short Term Rentals - Other	0.00	10,000.00	-10,000.00	0.0%
Total 101-720 · Short Term Rentals	5,100.00	18,600.00	-13,500.00	27.42%
101-724 · Clean-Up Day	0.00	4,500.00	-4,500.00	0.0%
101-702 · Trustee Salaries	3,593.52	4,791.41	-1,197.89	75.0%
101-704 · Land Division Salary	450.00	600.00	-150.00	75.0%
101-705 · Office Aide	1,095.37	2,346.00	-1,250.63	46.69%
101-725 · Contractual Service-Lawn Maint.	12,420.00	13,000.00	-580.00	95.54%
101-726 · Miscellaneous	201.97	2,000.00	-1,798.03	10.1%
101-802 · Attorney	686.00	4,000.00	-3,314.00	17.15%
101-803 · Audit	4,045.00	4,000.00	45.00	101.13%
101-805 · Dues (MTA, Planning)	0.00	4,000.00	-4,000.00	0.0%
101-806 · Webmaster	450.00	600.00	-150.00	75.0%
101-860 · Mileage	0.00	200.00	-200.00	0.0%
101-865 · Insurance	2,026.00	7,825.00	-5,799.00	25.89%
101-866 · Hazmat	395.00	400.00	-5.00	98.75%
101-920 · Street Lights (electric bill)	653.49	950.00	-296.51	68.79%
101-955 · Education	641.32	1,000.00	-358.68	64.13%
101-956 · Recording Secretary	750.00	1,100.00	-350.00	68.18%
Total 101-TOWNSHIP BOARD	33,507.67	74,612.41	-41,104.74	44.91%
171-SUPERVISOR				
171-706 · Supervisor Salary	14,157.63	18,876.88	-4,719.25	75.0%
Total 171-SUPERVISOR	14,157.63	18,876.88	-4,719.25	75.0%
215- CLERK				
215-705 Clerical Assistant-f/c	0.00	400.00	-400.00	0.0%
215-701 · Clerk Salary	21,507.39	28,676.47	-7,169.08	75.0%
215-703 · Deputy Wages	1,609.72	3,240.00	-1,630.28	49.68%
Total 215- CLERK	23,117.11	32,316.47	-9,199.36	71.53%
247-BOARD of REVIEW				
247-704 · Per Diems	2,090.00	2,090.00	0.00	100.0%
Total 247-BOARD of REVIEW	2,090.00	2,090.00	0.00	100.0%

Bingham Township
Profit & Loss Budget vs. Actual
July 1, 2023 through March 18, 2024

	<u>Jul 1, '23 - Mar 18, 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
253 - TREASURER				
253-702 Treasurer Salary	22,190.13	29,586.85	-7,396.72	75.0%
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%
Total 253 - TREASURER	<u>22,190.13</u>	<u>32,186.85</u>	<u>-9,996.72</u>	<u>68.94%</u>
257 · ASSESSOR				
257-702 · Assessor Salary	21,479.49	28,639.35	-7,159.86	75.0%
257-703 · Assessor Assistant Salary	2,751.39	3,870.24	-1,118.85	71.09%
257-860 · Mileage	181.54	400.00	-218.46	45.39%
Total 257 · ASSESSOR	<u>24,412.42</u>	<u>32,909.59</u>	<u>-8,497.17</u>	<u>74.18%</u>
262 · ELECTIONS				
262-703 · Wages	3,876.75	9,000.00	-5,123.25	43.08%
262-727 · Supplies	2,313.25	1,700.00	613.25	136.07%
262-728 · Shredding	85.55	175.00	-89.45	48.89%
262-860 · mileage	80.13	500.00	-419.87	16.03%
262-930 · Mach set-ups	990.00	2,500.00	-1,510.00	39.6%
Total 262 · ELECTIONS	<u>7,345.68</u>	<u>13,875.00</u>	<u>-6,529.32</u>	<u>52.94%</u>
265- TOWNSHIP HALL				
265-730 · Tax Bill/Assessment Notice	3,904.27	4,200.00	-295.73	92.96%
265-727 · Supplies	1,511.40	3,200.00	-1,688.60	47.23%
265-728 · Postage	4,729.72	6,000.00	-1,270.28	78.83%
265-850 · Telephone	719.82	1,200.00	-480.18	59.99%
265-851 · Copy Machine	1,210.66	1,600.00	-389.34	75.67%
265-852 · Software Support	1,962.50	7,900.00	-5,937.50	24.84%
265-855 · Internet Access	809.90	1,300.00	-490.10	62.3%
265-900 · Advertising & Publishing	751.29	2,400.00	-1,648.71	31.3%
265-920 · Ut - ELECTRIC	2,085.69	2,800.00	-714.31	74.49%
265-921 · UT - Gas	542.57	1,400.00	-857.43	38.76%
265-930 · Repairs/maintenance	352.67	1,200.00	-847.33	29.39%
265-931 · Cleaning	253.96	900.00	-646.04	28.22%
265-932 · Waste Pickup	308.30	400.00	-91.70	77.08%
Total 265- TOWNSHIP HALL	<u>19,142.75</u>	<u>34,500.00</u>	<u>-15,357.25</u>	<u>55.49%</u>
276- CEMETERIES				
276-702 · Cemetery Clerk	900.00	1,200.00	-300.00	75.0%
276-701 · Sexton	129.60	432.00	-302.40	30.0%
276-727 · Supplies/ Maintenance	508.52	800.00	-291.48	63.57%
276-920 · Utilities - Keswick Cemetery	523.05	500.00	23.05	104.61%
276-932 · Waste Pick-up	229.98	450.00	-220.02	51.11%
Total 276- CEMETERIES	<u>2,291.15</u>	<u>3,382.00</u>	<u>-1,090.85</u>	<u>67.75%</u>

Bingham Township Profit & Loss Budget vs. Actual July 1, 2023 through March 18, 2024

	Jul 1, '23 - Mar 18, 24	Budget	\$ Over Budget	% of Budget
721 · PLANNING				
721-704 · Planning Meeting Per Diem	1,610.00	5,700.00	-4,090.00	28.25%
721-855 · Education	0.00	900.00	-900.00	0.0%
721-956 · Recording Secretary	225.00	770.00	-545.00	29.22%
Total 721 · PLANNING	<u>1,835.00</u>	<u>7,370.00</u>	<u>-5,535.00</u>	<u>24.9%</u>
722 · PLANNING/ZONING CONTRACT				
722-726 · Planning Services	4,457.06	8,914.15	-4,457.09	50.0%
722-727 · Zoning Services	16,992.99	22,657.32	-5,664.33	75.0%
Total 722 · PLANNING/ZONING CONTRACT	<u>21,450.05</u>	<u>31,571.47</u>	<u>-10,121.42</u>	<u>67.94%</u>
723 · ZONING BOARD OF APPEALS				
723-704 · Mtg, Per Diem	0.00	855.00	-855.00	0.0%
723-855 · Education	0.00	200.00	-200.00	0.0%
Total 723 · ZONING BOARD OF APPEALS	<u>0.00</u>	<u>1,055.00</u>	<u>-1,055.00</u>	<u>0.0%</u>
755 · PARKS				
755-704 · Park Rep per Diem	360.00	480.00	-120.00	75.0%
755-727 · Supplies	76.24	500.00	-423.76	15.25%
755-920 · Utilities - Bingham Twp Park	215.13	300.00	-84.87	71.71%
755-932 · Waste Pick-up	655.56	800.00	-144.44	81.95%
755-940 · Porta Potty Rentals	2,482.75	3,200.00	-717.25	77.59%
755-945 · Park Improvements	3,262.13	11,425.00	-8,162.87	28.55%
Total 755 · PARKS	<u>7,051.81</u>	<u>16,705.00</u>	<u>-9,653.19</u>	<u>42.21%</u>
6561 · PAYROLL EXPENSES - FICA	7,674.82	10,000.00	-2,325.18	76.75%
996 · TRANSFER OUT TO 245 FUND	-4,675.00	0.00	-4,675.00	100.0%
8000 · 245 Expenditures	108,864.00	0.00	108,864.00	100.0%
CONTINGENCY	0.00	1,000.00	-1,000.00	0.0%
4000 · Reconciliation Discrepancies	6.00	0.00	6.00	100.0%
Total Expense	<u>290,821.22</u>	<u>312,930.67</u>	<u>-22,109.45</u>	<u>92.94%</u>
Net Income	<u><u>68,888.66</u></u>	<u><u>307,953.33</u></u>	<u><u>-239,064.67</u></u>	<u><u>22.37%</u></u>