

*Approved July 17, 2023*

## **DRAFT MINUTES**

### **BINGHAM TOWNSHP REGULAR BOARD MEETING June 19, 2023, 7:00 p.m. - Bingham Township Hall (ZOOM available to access by computer or smart phone)**

#### **1. CALL TO ORDER**

Midge Werner, Supervisor, called the Bingham Township Regular Board Meeting to order on June 19, 2023, 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, Todd Stone, Jeff Layman

Absent: None

Staff: Steve Patmore

#### **3. PLEDGE OF ALLEGIANCE**

#### **4. AGENDA APPROVAL -**

**Kathy Morio/moved, Todd Stone/supported, to approve the Agenda as presented, motion carried.**

#### **5. CONFLICT OF INTEREST - None**

#### **6. APPROVAL OF MAY 15, 2023 MEETING MINUTES**

**Todd Stone/moved, Midge Werner/supported, to approve the May 15, 2023 Meeting Minutes as presented, motion carried.**

#### **7. PUBLIC COMMENT – Zachary Marano, Leelanau Enterprise**

#### **8. OLD BUSINESS - None**

#### **9. NEW BUSINESS**

a. Zoning Administrator's Contract with Suttons Bay Township

The Zoning Administrator's Contract for Steve Patmore was submitted for approval.

**MIDGE WERNER/MOVED, JEFF LAYMAN/SUPPORTED, TO APPROVE THE ZONING ADMINISTRATOR'S CONTRACT WITH SUTTONS BAY TOWNSHIP FOR STEVE PATMORE FOR \$22,657.32, WITH PAYMENT IN 12 EQUAL PARTS OF \$1,888.11. Motion carried.**

b. Salary Resolutions for 2023-2024

Midge Werner said the Salary Resolutions for the Supervisor, Clerk, Treasurer and two Trustees were approved at the June 19, 2023 Annual Meeting.

c. Draft 2023-2024 Budget Review

Midge Werner said the Budget was reviewed at the Annual Meeting on June 19, 2023, a change was made under expenditures and line item 101-722, MPO Contract in the amount of \$3,700.00, changes the Township Board balance to \$74,612.41. Total expenses - \$839,930.67. The Budget was discussed and approved at the Annual Meeting.

**SANDRA GRANT/MOVED, JEFF LAYMAN/SUPPORTED, TO APPROVE THE BUDGET FOR THE YEAR 2023-2024 AS AMENDED, MOTION CARRIED.**

d. Planning Commission Reappointments -

Midge Werner recommended moving the Planning Commission appointments to the July meeting and take care of all appointments at one time.

e. Fee Schedule Update - Steve Patmore (Resolution 20236019.02)

Steve Patmore reviewed proposed changes to the Fee Schedule and requested the changes be adopted.

**JEFF LAYMAN/MOVED, TODD STONE/SUPPORTED, TO ADOPT RESOLUTION 20236019.02, AMENDING THE FEE SCHEDULE.**

**ROLL CALL VOTE: YES: Midge Werner, Kathy Morio, Sandra Grant, Jeff Layman, Todd Stone. No: None. Motion carried.**

*(Old Fee Schedule attached with changes noted)*

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

### a. Parks & Recreation Committee - Todd Stone

Todd Stone said the Committee received the Lease from the DNR for Groesser Park which is being reviewed.

Discussion was held regarding the SPARKS GRANT. Todd Stone said the 2nd round for the Grant is due June 26, 2023.

**Sandra Grant/Moved, Jeff Layman/Supported, that upon approval and review, by the Supervisor and Todd Stone, the updated Sparks Grant may be submitted. Motion carried.**

**MIDGE WERNER/MOVED, SANDRA GRANT/SUPPORTED, THAT THE BOARD AFFIRM ITS EARLIER RESOLUTION 20221121.01, APPROVING THE SUBMISSION OF A SPARKS GRANT. Roll call vote: Yes: Midge Werner, Kathy Morio, Sandra Grant, Jeff Layman, Todd Stone. No: None. Motion carried.**

### b. Buildings & Grounds Committee

Midge Werner said today two proposals were received for the construction of the addition to the township hall. A Special Meeting will be held on Thursday, June 22, 2023, at 7:00 p.m. to review the proposals.

Discussion was held regarding whether the roof should be replaced on the township hall.

### c. Cemetery Committee - No report.

### d. Zoning Administrator - Steve Patmore submitted his report.

### e. Planning Commission - No report

### f. Fire Authority - Documents e-mailed. Fire Board recognized and gave plaques to retired volunteers.

### g. Assessor Quarterly Report - No report.

### h. Treasurer – Tax bills will be mailed out soon.

i. Trustee - Jeff Layman said not receiving documents from Fire Board, emailed to his trustee email address.

j. Clerk -

Kathy Morio submitted Vendor Balance of \$20,743.98 and Payroll of \$11,462.10.

**Sandra Grant/moved, Midge Werner/supported, to approve the Vendor Balance of \$20,743.98 and Payroll of \$11,462.10, motion carried.**

Profit and Loss Statement

**Sandra Grant/moved, Midge Werner/supported, that from 721 Planning into 257, Assessor, \$100, and coming from 721 Planning into Elections \$2,400, and that will leave us with a positive amount under 721 Planning of \$760.00, motion carried.**

k. Supervisor - No report.

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

**12. ADJOURNMENT - Midge Werner adjourned the meeting at 7:48 p.m.**

Minutes by Marge Johnson, Recording Secretary  
Kathy Morio, Clerk

