

SUBMITTED: 5-22-24

APPROVED: 6-24-2024

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING MINUTES**

May 20, 2024, 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, 7 in person

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Grant/moved, Morio/supported to approve the agenda as presented. Motion carried.

5. CONFLICT OF INTEREST - None

6. APPROVAL OF MINUTES

May 1, 2024, Special Board meeting - **Grant/moved, Stone /supported to approve the minutes of May 1, 2024 as presented. Motion carried.**

April 15, 2024, Regular Board meeting - **Grant /moved, Layman/supported to approve the minutes of April 15, 2024 as presented. Motion carried.**

7. PUBLIC COMMENT

Jim Johnson – He wants to challenge his tax increase. His subdivision does not take anything from the Township. He is a senior citizen and his taxes are too much. He was advised by Werner that the Assessor will set up an appointment with him. There is also a Board Review in July.

Lisa Trombley – She is running for State Representative House District 103. She was previously a government contractor. She is running because she supports the standards of integrity, hard work, and collaboration to solve problems. She wants to control spending and rebuild the economy. The State also needs to address the crumbling infrastructure.

8. OLD BUSINESS

a. Assessor Committee Report

Werner and Grant worked on a contract for the new Assessor. There was a candidate for the position but the contract did not work out for that person. There is another applicant to be interviewed. Angela Friske has agreed to work as the Assessor until another one could be hired.

b. Blight Ordinance Update

People from Monterey Hills subdivision came to the meeting to question what is being done about the blight problem at a particular residence on Shady Lane. A state law (blight ordinance) was brought to the attention of the Board at the last meeting. The Township's attorney looked over it and determined that the law was written for large scale blight areas and may not be appropriate for the Township. However, the MTA has stated that the law could apply in the Township. It is up to the Board to decide how to proceed. The Board has looked at other ordinances that may work better for Bingham. Werner reiterated that the Township wants to be respectful to the home owner in question. Township employees have spoken with the homeowner. We do not have a blight ordinance that the Board could discuss tonight. Stone commented that he thought the Board could put together a better ordinance for Bingham's purposes. Werner has spoken with a Traverse City enforcement officer and he said that Traverse City had not used the State law.

Public Comment

Clayton Tribble - The neighborhood group drafted a letter that was given to Midge Werner. He is not in favor of adopting our own blight ordinance. He felt it would cost too much and a take a year or more to complete. There are other ordinances that could work well for a residential property in Bingham Township. It is important to address this in the most economical way. The neighborhood group is suggesting a step-by-step approach that is outlined in the letter. They would like some inspections to be done and reports prepared about those inspections. They would also like the Township attorney to attend a Township meeting and explain the legal issues.

John Avery – He commented that Traverse City has an ordinance and an enforcement officer that may be cost effective and we could learn from their experience.

9. NEW BUSINESS

a. Lawn Maintenance Proposal

A proposal was submitted from Whiteford Lawn Maintenance. Prices have increased somewhat. There was not an increase from them last year. The Township has been pleased with their work in the past.

Grant/moved, Layman/supported to accept the proposal from Whiteford Lawn Maintenance as presented. Motion carried.

It was suggested that the cemeteries be maintained the week before Memorial Day because a lot of families are working on the gravesites prior to the Memorial Day holiday.

b. Township Audit Proposal

Grant/moved, Morio/supported to accept the Tobin & Company proposal for auditing services as presented not to exceed \$4,350. Motion carried.

c. Salary Resolutions for 2024-25 Budget

The Township proposed 5% increases for employees.

Grant/moved, Stone/supported approval of Resolution #20240520.01 to increase the Supervisor's salary to \$19,820.72 beginning 7-1-2024.

Stone suggested that the Township should investigate salary amounts of other similar townships. Werner stated that salaries take into consideration the size of the township and the tax base. It was agreed that it should be considered in the future.

ROLL CALL – Not necessarily taken in the following order.	
Midge Werner, Supervisor	Yes
Kathy Morio, Clerk	Yes
Sandra Grant, Treasurer	Yes
Jeff Layman, Trustee	Yes
Todd Stone, Trustee	Yes

Motion carried.

Layman/moved, Morio/supported the approval of Resolution #20240520.02 to increase the Treasurer's salary to \$31,066.19 beginning 7-1-2024.

ROLL CALL – Not necessarily taken in the following order.	
Midge Werner, Supervisor	Yes
Kathy Morio, Clerk	Yes
Sandra Grant	Yes
Jeff Layman, Trustee	Yes
Todd Stone, Trustee	Yes

Motion carried.

Grant/moved, Layman/supported the approval of Resolution #20240520.03 to increase the Clerk's salary to \$30,110.29 beginning 7-1-2024.

ROLL CALL – Not necessarily taken in the following order.	
Midge Werner, Supervisor	Yes
Kathy Morio, Clerk	Yes
Sandra Grant, Treasurer	Yes

Jeff Layman, Trustee	Yes
Todd Stone, Trustee	Yes

Motion carried.

Grant/moved, Werner/supported the approval of Resolution #20240520.04 to increase the Trustee salary to \$5,030.98: \$2,515.49 for each Trustee, beginning 7-1-2024.

ROLL CALL – Not necessarily taken in the following order.	
Midge Werner, Supervisor	Yes
Kathy Morio, Clerk	Yes
Sandra Grant, Treasurer	Yes
Jeff Layman, Trustee	Yes
Todd Stone, Trustee	Yes

Motion carried.

d. Administrative services with Suttons Bay Township – Zoning contract

The contract with Suttons Bay is increasing by 5%. Grant commented Steve Patmore is receiving a 3% increase from Suttons Bay. The other 2% that Patmore is not getting of the 5% increase charged to Bingham Township may possibly be going into their administrative services expenses. Grant suggested that the increase amount billed to Suttons Bay be designated as to the employee increase and the services increase. There was continued discussion about compensation and possible benefits. It was decided that the Board needed more clarity on this issue before approval. Discussion will be on the next agenda.

e. Draft Budget

Grant was commended on her work in putting Township funds into interest earning accounts. Werner went through budget items and explained the reasoning behind the amounts. The total revenue is \$430,069.00. There was some discussion about income from short-term rental permit income. Werner recommended keeping the MPO contract in the budget for another year. The Assessor’s salary is yet to be determined.

Grant explained the 245line items (set asides). All line 245 items are at the discretion of the Board except metro funds and grants.

The Board went through the budget and decided what the anticipated expenditures would be.

The Board compiled a list of anticipated projects and the approximate cost.

10. COMMITTEE, STAFF AND OFFICER REPORTS

a. Parks and Recreation Committee – Todd Stone

The Committee worked on the 5-year plan. Their discussion has been about how the survey can be distributed to the residents. Can it be put into a current

mailing or should it be mailed separately? Werner suggested the survey could be done online. Grant explained how a mailing would work.

A member of the Committee will be resigning. Sue Gibson is interested in serving.

Werner/moved, Grant/supported to appoint Sue Gibson to a two-year term on the Parks & Rec Committee beginning immediately and ending July, 2026.

Motion carried.

b. Building and Grounds Committee – Kathy Morio

They are still looking for carpet and office supplies. There was discussion about keyed doorknobs and should there be a master key to all doors or separate keys for the doors.

A list of last projects to check/finish was made for Kurtis Graham.

c. Cemetery Committee – Midge Werner

The trees in the cemeteries were checked by a forester. The County forester had good ideas for replacement of trees and landscape enhancement. There is a possibility of obtaining a grant for this work.

d. Zoning Administrator/STR Administrator – Steve Patmore

It has been a busy month for permits. Patmore distributed an updated list of STR's. Patmore has received training on the County's new website. He has been following up on site plans. Networks Northwest will be done consulting on the Master Plan at the end of June. Their name will be on the final plan. One more meeting is probably needed to finish it up. Networks Northwest will be attending the public hearing. Patmore suggested that the Township may want to do an informational open house prior to the public hearing.

e. Planning Commission – Steve Patmore, Jeff Layman

No report.

f. Fire Authority (documents mailed)

Grant reported that the Fire Department is looking at drawings and contracts for the station remodel.

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

No report.

h. Treasurer - no report

i. Trustee - no report

j. Clerk

There was a 27% turnout for the May 7 election: 532 absentee votes and 141 in person. There will be 2 more elections this year.

Werner/moved, Grant/supported to approve election training for the Clerk.

Motion carried.

k. Vendor and Payroll Reports

Grant/moved, Morio/supported to pay the vendor balance of \$55,685.50 and the payroll of \$15,259.30 as presented. Motion carried.

I. Supervisor – No report

11. PUBLIC COMMENTS AND ANNOUNCEMENTS

Gas lines are being installed in the area. The Township will investigate the possibility for the Township Hall.

12. ADJOURNMENT

The meeting was adjourned at 10:08 p.m.

Respectfully submitted,
Cindy Kacin
Recording Secretary