

BINGHAM TOWNSHIP

ANNUAL MEETING AGENDA

MONDAY, JUNE 24, 2024, 5:30PM

(PRIOR TO THE REGULAR BOARD MEETING AT 7 PM)

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. AGENDA APPROVAL**
- 5. CONFLICT OF INTEREST**
- 6. PUBLIC COMMENT**
- 7. OLD BUSINESS**
 - a. Approval of Annual Meeting Minutes of June 19, 2023
- 8. RECESS ANNUAL MEETING**
- 9. FY 2024-2025 BUDGET HEARING**
 - a. Call to Order
 - b. Budget Discussion
 - c. Adjourn
- 10. RE-OPEN ANNUAL MEETING**
- 11. NEW BUSINESS**
 - a. FY2024-2025 Truth in Taxation Hearing
 - i. Roll call vote to adopt General Appropriations Act FY2024-2025 Resolution #20240624.01
 - b. FY2024-2025 Salary Resolutions
 - i. Presentation of, and vote (by all meeting attendees) to adopt Salary Resolutions (20240520.01, 20240520.02, 20240520.03, 20240520.04)
- 12. COMMITTEE REPORTS**
 - a. Parks and Recreation Committee – Annual Report-Todd Stone
 - b. Zoning Administrator – Annual Report-ZA Patmore
 - c. Planning Commission –Annual Report-Jeff Layman
- 13. PUBLIC COMMENTS AND ANNOUNCEMENTS**
- 14. ADJOURNMENT**

Draft Minutes

Bingham Township Annual Meeting

June 19, 2023, 5:30 pm

(ZOOM available to access meeting by computer or smart phone)

1. Call to order

Supervisor Midge Werner called the Bingham Township Annual Meeting to order on June 19, 2023 at 5:30 p.m. at the Bingham Township Hall.

2. Roll Call - Quorum Present

Present: Midge Werner, Kathy Morio, Sandra Grant, Todd Stone, Jeff Layman

Absent and excused: None

Staff: Steve Patmore

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Sandra Grant/moved, Todd Stone/supported, to approve the agenda as presented, motion carried.

5. CONFLICT OF INTEREST - None

6. PUBLIC COMMENT - One person from the audience.

7. OLD BUSINESS

a. Approval of Annual Meeting Minutes of June 20, 2022

Midge Werner/moved, Sandra Grant/supported, to approve the Annual Meeting Minutes of June 20, 2022 as corrected, motion carried.

8. RECESS ANNUAL MEETING

Midge Werner recessed the Annual Meeting.

9. FY 2023-2024 BUDGET HEARING

Midge Werner opened the FY 2023-2024 Budget Hearing. Upon recommendation of the Auditor, the Township is using the 245 Fund account as a budget for upcoming projects rather than as a savings account for upcoming projects. This results in the Budget having a Deficit.

Sandra Grant explained the Deficit Spending Budget.

Township Expenditures - \$836,230.87. Township Revenues - \$620,884.00

Midge Werner included in the budget discussion that the Board adopted a Resolution To Establish An Intermunicipality Committee Under Michigan Public Act 200 of 1957 for the purpose of transportation planning in the Traverse City Study Area under the pretense that the Township would become a voting member of the Organization at a cost of \$3,700.00 a year. Expenditures are going to increase by \$3,700.00.

There was no further discussion on the Budget, and the Budget Hearing was adjourned.

10. RE-OPEN ANNUAL MEETING

The Annual Meeting was reopened.

11. NEW BUSINESS

a. FY2023-2024 Truth in Taxation Hearing

The FY 2023-2024 Truth in Taxation Hearing was held, setting the millage at 0.20 Mills.

Sandra Grant/moved, Todd Stone/supported, to adopt Resolution #20230619.01 as amended. Roll call vote: Yes: Werner, Morio, Grant, Stone, Layman. No: None. Motion carried.

(Added 101-722 MPO Contract of \$3,700.00 under township board in the Budget, bringing township board total to \$74,612.41) (updated copy of resolution & budget attached)

b. FY2023-2024 Salary Resolutions

The Salary Resolutions were presented.

1. Supervisor (Resolution 20230515.01 - \$18,876.88)

Sandra Grant/moved, Kathy Morio/supported, to adopt Salary Resolution 20230515.01, setting the Supervisor's Salary at \$18,876.88 as presented. Vote by all meeting attendees - Yes: 6. Nays: 0. Motion carried.

2. Township Treasurer (Resolution 20230515.02 - \$29,586.85)

Jeff Layman/moved, Todd Stone/supported to adopt Salary Resolution 20230515.02, setting the Treasurer's Salary at \$29,586.85 as presented. Vote: Yes: 6. Nays: 0. Motion carried.

3. Township Clerk (Resolution 20230515.03 - \$28,676.47)
Sandra Grant/moved, Midge Werner/supported, to adopt Salary Resolution 20230515.03, setting the Clerk's Salary at \$28,676.47 as presented. Vote by all meeting attendees: Yes: 6. Nays: 0. Motion carried.

4. Township Trustees - (Resolution 20230515.04 - \$4,791.41) (\$2,395.70 for each Trustee)
Sandra Grant/moved, Kathy Morio/supported, to adopt Salary Resolution 2023-0414.04, setting the Trustees Salary at \$4,791.41 (\$2,395.20 for each Trustee) as presented. Vote by all meeting attendees: Yes: 6 Nays: 0. Motion carried.

12. COMMITTEE REPORTS

a. Parks and Recreation Committee

Todd Stone submitted the Annual Report for the Parks and Recreation Committee. Todd Stone reported on the status of the township parks and said the Five-Year Plan is being updated; two new members joined the committee this year.

b. Zoning Administrator - Steve Patmore submitted the Zoning Administrator's Report.

c. Planning Commission - Jeff Layman

The Planning Commission's Annual Report was submitted. The Planning Commission continues to work on the Master Plan.

13. PUBLIC COMMENTS AND ANNOUNCEMENTS -

Zack Marano was present, representing the Leelanau Enterprise.

14. ADJOURNMENT -

Midge Werner adjourned the Annual Meeting at 6:30 p.m.

Minutes by Marge Johnson, Recording Secretary
Kathy Morio, Clerk

Bingham Township Budget 2024-25
To Be Approved June 24, 2024

as of May profit loss

	Budget 24-25	Year to date 23-24	Budget 23-24	% of Budget
Income				
245 . Interest Income	15,000.00	6,457.23	1,500.00	430.48%
400 . Revenues				
401 . Current Property Taxes	63,624.00	55,292.77	58,004.00	95.33%
405 . School Payment - Summer Tax Coll.	5,200.00	5,130.00	5,200.00	98.65%
420 . Delinquent Pers. Prop. Taxes	50.00	108.36	50.00	216.72%
445 . Penalties & Interest on Taxes	4,000.00	0.00	4,000.00	0.0%
474 . Short Term Rental Permits	25,800.00	24,000.00	25,800.00	93.02%
476 . Land Use Permits	5,000.00	1,525.00	5,000.00	30.5%
477 . Special Land Use Permits	400.00	0.00	400.00	0.0%
478 . Land Divisions	1,050.00	450.00	1,050.00	42.86%
479 . Appeals/Variances	200.00	600.00	200.00	300.0%
539 . Grants	0.00	25,000.00	226,000.00	11.06%
574 . State Revenue Sharing	274,800.00	280,639.00	282,130.00	99.47%
580 . Metro Funds	7,500.00	55.00	7,500.00	0.73%
642 . Ord. Books, Copies, FOIA Requests	50.00	0.00	50.00	0.0%
665 . Interest Income	15,000.00	5,835.93	1,000.00	583.59%
667 . Schoolhouse Rent	0.00	0.00	0.00	0.0%
675 . Cemetery Lots	1,500.00	2,700.00	1,000.00	270.0%
677 . Reimbursements	1,000.00	50.64	1,000.00	5.06%
687 . Refunds/Rebates	1,000.00	0.00	1,000.00	0.0%
699 . Transfer In (245 Funds)	0.00	0.00	0.00	0.0%
Total 400 . Revenue	406,174.00	401,386.70	619,384.00	64.8%
Unbudgeted Revenue		0.00		
Total Revenue	421,174.00	407,843.93	620,884.00	65.69%
Expenditures				
101 . Township Board				
101-702 . Trustee Salaries	5,030.98	4,392.08	4,791.41	91.67%
101-704 . Land Division Salary	600.00	550.00	600.00	91.67%
101-705 . Office Aide	2,346.00	1,300.54	2,346.00	55.44%
101-720 . Short Term Rental Overhead	10,000.00	0.00	10,000.00	0.0%
101-721 . Short Term Rental Administration	8,600.00	8,100.00	8,600.00	94.19%
101-722 . TTCl (MPO) Contract	3,700.00	3,378.13	3,700.00	91.3%
101-724 . Clean-up Day	4,500.00	0.00	4,500.00	0.0%
101-725 . Lawn Maintenance	17,000.00	14,970.00	13,000.00	115.15%
101-726 . Miscellaneous	2,000.00	201.97	2,000.00	10.1%
101-802 . Attorney	4,000.00	756.00	4,000.00	18.9%
101-803 . Audit	4,500.00	4,045.00	4,000.00	101.13%
101-805 . Dues (MTA, Planning)	4,600.00	0.00	4,000.00	0.0%
101-806 . Webmaster	600.00	450.00	600.00	75.0%
101-860 . Mileage	200.00	0.00	200.00	0.0%
101-865 . Insurance	9,376.00	9,990.00	7,825.00	127.67%
101-866 . HazMat	400.00	395.00	400.00	98.75%
101-920 . Street Lights	950.00	798.57	950.00	84.06%
101-955 . Education	1,000.00	641.32	1,000.00	64.13%
101-956 . Recording Secretary	1,200.00	900.00	1,100.00	81.82%
Total 101 . Township Board	80,602.98	50,868.61	73,612.41	69.1%

Bingham Township Budget 2024-25

To Be Approved June 24, 2024

as of May profit loss

		Budget 24-25	Year to date 23-24	Budget 23-24	% of Budget
	171 . Supervisor				
	171-706 Supervisor Salary	19,820.72	17,303.77	18,876.88	91.67%
	Total 171 . Supervisor	19,820.72	17,303.77	18,876.88	91.67%
	215 . Clerk				
	215-701 . Clerk Salary	30,109.79	26,286.81	28,676.47	91.67%
	215-703 . Deputy Wages	1,700.00	2,921.50	3,240.00	90.17%
	215-705 . Clerical Assistant(Foia/Cemetery)	2,100.00	0.00	400.00	0.0%
	Total 215 . Clerk	33,909.79	29,208.31	32,316.47	90.38%
	247 . Board of Review				
	247-704 . Per Diem	2,090.00	2,090.00	2,090.00	100.0%
	Total 247 . Board of Review	2,090.00	2,090.00	2,090.00	100.0%
	253 . Treasurer				
	253-702 . Treasurer Salary	31,066.19	27,121.27	29,586.85	91.67%
	253-703 . Deputy Wages	500.00	0.00	500.00	0.0%
	253-705 . Clerical Assistant	500.00	0.00	500.00	0.0%
	253-956 . Miscellaneous	1,600.00	0.00	1,600.00	0.0%
	Total 253 . Treasurer	33,666.19	27,121.27	32,186.85	84.26%
	257 . Assessor				
	257-702 . Assessor Salary	44,140.00	26,252.71	28,639.35	91.67%
	257-703 . Asst. Assessor Salary	3,870.24	3,318.05	3,870.24	85.73%
	257-860 . Mileage	400.00	181.54	400.00	45.39%
	257-999 . Field Project	0.00	0.00	0.00	0.0%
	Total 257 . Assessor	48,410.24	29,752.30	32,909.59	90.41%
	262 . Elections				
	262-703 . Wages	10,000.00	6,066.00	9,000.00	67.4%
	262-727 . Supplies	4,000.00	4,326.62	1,700.00	254.51%
	262-728 . Shredding	200.00	85.55	175.00	48.89%
	262-860 . Mileage	600.00	80.13	500.00	16.03%
	262-930 . Machine Expenses	3,000.00	990.00	2,500.00	39.6%
	Total 262 . Elections	17,800.00	11,548.30	13,875.00	83.23%
	265 . Township Hall				
	265-727 . Supplies	3,200.00	2,682.20	3,200.00	83.82%
	265-728 . Postage	7,000.00	6,922.88	6,000.00	115.38%
	265-730 . Bills/ Assessment Notice	4,500.00	3,904.27	4,200.00	92.96%
	265-850 . Telephone	1,200.00	879.79	1,200.00	73.32%
	265-851 . Copy Machine	1,700.00	1,364.82	1,600.00	85.3%
	265-852 . Software Support	8,000.00	8,980.94	7,900.00	113.68%
	265-855 . Internet Access	1,300.00	989.88	1,300.00	76.15%
	265-900 . Advertising & Publishing	2,400.00	1,606.04	2,400.00	66.92%
	265-920 . Utilities - Electric	3,500.00	2,813.68	2,800.00	100.49%
	265-921 . Utilities - Gas	2,000.00	937.75	1,400.00	66.98%
	265-930 . Repairs/Maintenance	1,200.00	470.58		#VALUE!
	265-931 . Cleaning	900.00	462.57	900.00	51.4%
	265-932 . Waste Pickup	550.00	388.50	400.00	97.13%
	Total 265 . Township Hall	37,450.00	32,403.90	33,300.00	97.31%

Budget '23-'24

Bingham Township Budget 2024-25

To Be Approved June 24, 2024

as of May profit loss

			Budget 24-25	Year to date 23-24	Budget 23-24	% of Budget
		276 . Cemeteries				
		276-701 . Sexton	450.00	129.60	432.00	30.0%
		276-702 . Cemetery Clerk	1,200.00	1,100.00	1,200.00	91.67%
		276-727 . Supplies/Maintenance	800.00	508.52	800.00	63.57%
		276-920 . Utilities (Keswick/Bingham Cem)	720.00	639.96	500.00	127.99%
		276-932 . Waste pick-up	450.00	307.58	450.00	68.35%
		Total 276 . Cemeteries	3,620.00	2,685.66	3,382.00	79.41%
		721 . Planning				
		721-704 . Planning Mtg. per Diem	5,700.00	2,625.00	5,700.00	46.05%
		721-855 . Education	900.00	125.00	900.00	13.89%
		721-956 . Recording Secretary	770.00	525.00	770.00	68.18%
		Total 721 . Planning	7,370.00	3,275.00	7,370.00	44.44%
		722 . Planning/Zoning Contract				
		722- 726 . Planning Services	8,914.15	6,685.59	8,914.15	75.0%
		722- 727 . Zoning Services	23,790.18	20,769.21	22,657.32	91.67%
		Total 722 . Planning/Zoning Contract	32,704.33	27,454.80	31,571.47	86.96%
		723 . Zoning Board of Appeals				
		723-704 . Mtg. per Diem	855.00	290.00	855.00	33.92%
		723-855 . Education	200.00	0.00	200.00	0.0%
		Total 723 . Zoning Board of Appeals	1,055.00	290.00	1,055.00	27.49%
		725 . Fire Authority				
		725-704 . Mtg. per Diem	530.00	440.00	480.00	91.67%
		Total 723 . Fire Authority	530.00	440.00	480.00	91.67%
		755 . Parks				
		755-704 . Park Rep per Diem	530.00	440.00	480.00	91.67%
		755-727 . Supplies	500.00	76.24	500.00	15.25%
		755-920 . Utilities (Bing.Twp.Park)	300.00	262.87	300.00	87.62%
		755-932 . Waste pick-up	800.00	849.56	800.00	106.2%
		755-940 . Porta Potty Rental	3,200.00	2,482.75	3,200.00	77.59%
		755-945 . Park Improvements	11,425.00	5,726.53	11,425.00	50.12%
		Total 755 . Parks	16,755.00	9,837.95	16,705.00	58.89%
		6561 . Payroll Expenses - FICA	10,000.00	9,546.51	10,000.00	95.47%
		Total Expenses w/o Capital Outlay:	345,784.25	253,386.38	309,730.67	81.81%
		Total Revenues: \$421,174.00				
		Total Expenses: \$345,784.25				
		\$ 75,392.75				

Bingham Township Budget 2024-25

To Be Approved June 24, 2024

as of May profit loss

		Budget 24-25	Year to date 23-24	Budget 23-24	% of Budget
	977 . Capital Outlay to 245 Funds				
	245-245 . Area Improvement	0.00	0.00	15,000.00	0.0%
	245-246 . Parks and Rec. Grant	0.00	16,000.00	0.00	100.0%
	245-247 . Ingraham Foundation Grant	25,000.00	0.00	0.00	0.0%
	245-248 . Parks and Rec. Improvement	215,000.00	0.00	215,000.00	0.0%
	245-259 . Office Equipment	0.00	0.00	25,000.00	0.0%
	245-262 . Elections	50,000.00	0.00	10,000.00	0.0%
	245-265 . Schoolhouse	0.00	650.00	225,000.00	0.29%
	245-276 . Cemeteries	20,000.00	636.50	25,000.00	2.55%
	245-466 . Roads	0.00	0.00	0.00	0.0%
	245-539 . Grants	0.00	0.00	0.00	0.0%
	245-540 . ARPA Funds	27,000.00	124,946.24	0.00	100.0%
	245-721 . Planning- Master Plan	0.00	7,500.00	0.00	100.0%
	245-752 . Assessor Field Project	0.00	2,292.50	9,000.00	25.47%
	245-802 . Attorney	0.00	0.00	3,000.00	0.0%
	Total 977 . Capital Outlay to 245 Funds	337,000.00	152,025.24	527,000.00	28.85%
	996 . Transfer Out (245)	0.00	-4,675.00	0.00	
	699 . Transfer In (Gen. Checking)	0.00	0.00	0.00	
	8000-245. Expenditures		108,864.00		
	Contingency	1,000.00	0.00	1,000.00	0.0%
	4000 . Reconciliation Discrepancies		6.00		
	To General Fund Savings		0.00		0.0%
	Total Expenses	683,784.25	405,411.62	837,730.67	48.39%
	with 245 and Reconciliation Discrepancies				
	Net Income	-262,610.25	2,432.31	-216,846.67	

Current rates for fiscal year July 1, 2024-June 30, 2025

	Office Aide	\$19.54/hour
Peggy Core	Deputy Clerk	\$20.00/hour
	Election Worker	\$17.00/hour
Michelle Mikowski	Deputy Treasurer	\$19.15/hour
Steve Patmore	Website Admin.	\$150/3 month
	Sexton	\$20.00/hour
Planning Commission	Chairman and Secretary	\$80-Chair/\$75-Secretary/meeting
	Reg. Reps.	\$70/meeting
Board of Review		\$70/meeting*
Zoning Board of Appeals		\$70/meeting
		\$80/meeting -Chairman
Cathy Core	Cleaning	\$20.00/hour
Lorin Lardie	Maintenance	\$20.00/hour
Election Workers		\$17.00/hour
Election Chair Person		\$20.00/hour
Cindy Kacin	Recording Secretary	\$75/meeting
Assessor	Land Division Committee	\$50/month

*Board of Review: Office Aide=\$175/2 March Board of Review 2 days=\$350.00
 Scott, Lou Virginia: \$70 Reg. meeting and organization March meeting/ \$280= March Bd of Review
 July and December Board of Review=\$70

RESOLUTION 2024-0624.01
TOWNSHIP GENERAL APPROPRIATIONS ACT
BINGHAM TOWNSHIP, LEELANAU COUNTY, MICHIGAN

A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT

FOR BINGHAM TOWNSHIP: TO DEFINE THE POWERS AND DUTIES OF THE BINGHAM TOWNSHIP OFFICIALS IN RELATION TO THE ADMINISTRATION OF THE BUDGET, AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLIGENCE TO COMPLY WITH THE REQUIREMENTS OF THIS ORDINANCE.

The Board of Trustees of Bingham Township resolves:

SECTION 1: TITLE.

This resolution shall be known as the Bingham Township General Appropriations Act 2024-2025.

SECTION 2: CHIEF ADMINISTRATIVE OFFICER.

The supervisor shall be the chief administrative officer and shall perform the duties of the chief administrative officer enumerated in this act.

SECTION 3: FISCAL OFFICER.

The clerk shall be the fiscal officer and perform the duties of the fiscal officer enumerated in this act.

SECTION 4: PUBLIC HEARINGS ON THE BUDGET.

Pursuant to MCLA 141.412; MCLA 141.413, notice of the public hearing was posted on a website, and at the hall/office on June 14, 2024, and a public hearing on the proposed budget was held on June 24, 2024.

SECTION 5: ESTIMATED REVENUES.

Estimated township general fund revenues for fiscal year 2024-2025, including an allocated millage of 0.20 mills revenue sharing, and various miscellaneous revenues shall total \$421,174.00 for Township Funds.

SECTION 6: MILLAGE LEVY.

The Bingham Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon current tax roll an amount equal to 0.20 mills as set forth by the Tax and Allocation Board.

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RESOLUTION 2024-0624.01

SECTION 7: ESTIMATED EXPENDITURES

Estimated township general fund expenditures for fiscal year 2024-2025 for the various township activities are as follows:

EXPENDITURES

*see accompanying FY2024-2025 budget for line item costs

COST CENTER	IDENTIFICATION	TOTAL FOR CENTER
GENERAL GOVERNMENT AND SERVICES		
<i>TOWNSHIP BOARD</i>	<i>-Schedule 1</i>	80,602.98
<i>SUPERVISOR</i>	<i>-Schedule 2</i>	19,820.72
<i>ELECTIONS</i>	<i>-Schedule 3</i>	17,800.00
<i>ASSESSOR</i>	<i>-Schedule 4</i>	48,410.24
<i>CLERK</i>	<i>-Schedule 5</i>	33,909.79
<i>BOARD OF REVIEW</i>	<i>-Schedule 6</i>	2,090.00
<i>TREASURER</i>	<i>-Schedule 7</i>	33,666.19
<i>TOWN HALL</i>	<i>-Schedule 8</i>	37,450.00
<i>CEMETERIES</i>	<i>-Schedule 9</i>	3,620.00
<i>ZONE/PLAN CONTRACT</i>	<i>-Schedule 10</i>	32,704.33
<i>PLANNING</i>	<i>-Schedule 11</i>	7,370.00
<i>BOARD OF APPEALS</i>	<i>-Schedule 12</i>	1,055.00
<i>FIRE AUTHORITY (per diem)</i>	<i>-Schedule</i>	530.00
<i>PARKS</i>	<i>-Schedule 14</i>	16,755.00
<i>PAYROLL EXPENSES</i>	<i>-Schedule 16</i>	10,000.00
<i>CONTINGENCY</i>		1,000.00
<i>TRANSFER OUT-245</i>		337,000.00
	TOTAL	\$ 683,784.25

SECTION 8: ADOPTION OF BUDGET BY REFERENCE

The general fund budget of Bingham Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this act.

Page 3
RESOLUTION 2024-0624.01

SECTION 9: ADOPTION OF BUDGET BY COST CENTER (SCHEDULE)

The Board Of Trustees of Bingham Township adopts the 2024-2025 fiscal year general fund budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center. No transfer of cost center appropriations shall be made without prior board approval by budget amendment.

SECTION 10: APPROPRIATION NOT A MANDATE TO SPEND

Appropriations will be deemed maximum authorization to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any township order for expenditures that exceed appropriations.

SECTION 11: TRANSFERS OF AUTHORITY WITHIN COST CENTERS

The fiscal officer shall have the authority to make transfers among the various line items among the various cost centers without prior board approval, if the amount to be transferred does not exceed \$500.00 or (50%) of the appropriation item from which the transfer is to be made, whichever is less. The board shall be notified at its next meeting of any such transfers made and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

SECTION 13: PERIODIC FISCAL REPORTS

The fiscal officer shall transmit to the board at the end of each of the first three quarters and at the end of each month occurring during the fourth quarter, a report of the financial operations, including, but not limited to:

- a) A summary statement of the actual financial condition of the general fund at the end of the previous quarter (month);
- b) A summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month) and for the current year to end of the previous quarter (month);
- c) A detailed list of:
 1. expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year, the balance of estimated revenues to be collected in the then current fiscal year, and any revisions in revenue estimates resulting from collection experience to date.
 2. for each cost center: the amount appropriated; the amount charged to each appropriation period in the prior fiscal year; the unencumbered balance of appropriations, and any revisions in the estimated expenditures.

SECTION 14: LIMIT ON OBLIGATIONS AND PAYMENTS

No obligation shall be incurred against and no payment shall be made from any appropriation account unless sufficient funds are or will be available to meet the obligation.

SECTION 15: BUDGET MONITORING

Whenever it appears to the chief administrative officer or the township board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the chief administrative officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

SECTION 16: VIOLATIONS OF THIS ACT

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employees to disciplinary action as outlined in Public Act 621 of 1978.

SECTION 17: BOARD ADOPTION

Motion made by _____ second by _____ to adopt the foregoing resolution.
Upon roll call vote.

the following voted aye:

the following voted nay:

the following were absent: excused:

THE SUPERVISOR DECLARED THE MOTION PASSED AND THE GENERAL APPROPRIATIONS ACT FOR 2024/2025 DULY ADOPTED ON THE DAY OF THE ANNUAL BOARD MEETING OF JUNE 24, 2024.

Kathy Morio, Bingham Township Clerk
Bingham Township Appropriations Act

Bingham Township – Leelanau County, MI

Resolution #20240520.01

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Supervisor shall be as follows: Supervisor: \$19,820.72 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member: Sandra Grant

Supported by board member: Todd Stone

Upon a roll call vote, the following voted: Aye: 5

No: 0

Roll call Vote 5/20/2024: AYES: Werner, Morio, Grant, Layman, Stone NO: None

June 24, 2024: Resolution offered by board member:

Supported by board member:

Audience Vote June 24

, 2024: ____ yes, ____ opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

Bingham Township – Leelanau County, MI

Resolution #20240520.02

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Treasurer shall be as follows: Treasurer: \$31,066.19 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member: Jeff Layman

Supported by board member: Kathy Morio

Upon a roll call vote, the following voted: Aye: 5

No: 0

Roll Call Vote 5/20/2024: AYE: Werner, Morio, Grant, Layman, Stone NO: None

June 24, 2024: Resolution offered by board member:

Audience Vote June 24, 2024: ___ yes, ___ opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

Bingham Township – Leelanau County, MI
Resolution #20240520.03

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Clerk shall be as follows:
Clerk: \$30,110.29 Base Salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member: Sandra Grant

Supported by board member: Jeff Layman

Upon a roll call vote, the following voted: Aye: 5

No: 0

Roll Call Vote 5/20/2024: AYE: Werner, Morio, Grant, Layman, Stone NO: None

June 24, 2024: Resolution offered by board member:

Supported by board member:

Audience Vote June 24, 2024 ___ yes, ___opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

Bingham Township – Leelanau County, MI

Resolution #20240520.04

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

BE IT RESOLVED that MCLA41.95 authorizes the Township Board of Bingham Township to determine the salaries for the offices of Supervisor, Treasurer, Clerk, and Trustee for the fiscal year 2024-2025 by adopting a resolution at least 30 days prior to the Township Annual Meeting, and

BE IT RESOLVED that as of 07-01-2024, the salary of the township Trustees shall be as follows: Trustees: \$5,030.98 Base Salary for two trustees (\$2,515.49 each).

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting held on Monday, June 24, 2024 at 5:30pm, at which time the electors may modify these amounts. Pursuant to MCL41.95(7), and such modifications that may be made by the electors cannot result in a reduction of salary during the official's term of office. In the event the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on May 20, 2024, is properly adopted by the Bingham Township Board at least 30 days prior to the Annual Meeting, as required by law.

The foregoing resolution offered by board member: Sandra Grant

Supported by board member: Midge Werner

Upon a roll call vote, the following voted: Aye: 5

No: 0

Roll Call Vote 5/20/2024: AYE: Werner, Morio, Grant, Layman, Stone NO: None

June 24, 2024: Resolution offered by board member:

Supported by board member:

Audience Vote: June 24, 2024 ___ yes, ___ opposed

The Supervisor declared the resolution adopted.

_____, Clerk
Kathy Morio

Bingham Township

Parks & Recreation Committee

Past Year

- Boughey Parking:
 - We applied for grants twice and fell short each time.
 - Reviewed our original plan and made adjustments
 - The Road Commission has been working with us while we resolve the problem.
- Groesser Park:
 - Failed to sign a long-term lease with the DNR
 - Recognize that scope of development has changed
- Acquired \$25,000 from Ingraham Estate.
 - To be used at Groesser Park in such a way as to recognize their support.
- Started writing of new 5 Yr Plan
 - Hired outside consultant to improve end-product
- Developed Policy for Gifts & Donations to Parks
- Concrete slabs for Bingham & Hendryx Parks toilets
- Acquisition of two new tables, installed at Boughey Park.
- Rebuilt two grills at Boughey Park.
- Repaired horseshoe pits at Boughey Park.

Coming Year

- 5 Yr Plan
 - Complete & approve by year-end 2024.
 - Possibly look at new grants using updated Plan
 - Make concerted effort to follow goals and timelines of Plan
- Boughey Parking
 - Complete New Site Plan & Cost Estimates
 - Secure funding
 - Complete construction in 2025
- Boughey ADA Pathway
 - Investigate YouthWorks capability for building pathway, deck, and beach access
 - Explore funding through 2% Grant
- Groesser Park
 - Develop new Site Plan & Cost Estimates
 - Look to funding for work needed to open the park

Bingham Township Zoning Administrator
2023-24 Annual Report
(July 1, 2023 – June 30, 2024)
Fiscal year 2023-24

Submitted by: Steve Patmore
June 21, 2024

Land Use Permits

In 2023, there were a total of 54 Land Use Permits issued, including 11 new single-family homes. This compared to 50 permits issued in 2022.

So far in 2024, 29 Land Use Permits have been issued.

There have been many calls, visits, and inquiries regarding Land Use Permits.

Short Term Rental Permits

In 2023, there were a total of 78 Short Term Rental Permits issued, and so far in 2024, there have been 79 STR Permits issued. I expect the final 2024 permit count will approach the 86 permit limit established by the Township Board.

There have been many calls and inquiries regarding short-term rentals.

Land Divisions

Worked with the Township Assessor on the review and approval of several land division applications, as well as answered many questions on dividing of land.

Working with Planning Commission

Assisted the Planning Commission on their update of the Township Master Plan.

Traverse City Municipal Planning organization Transportation Technical Committee

Attended several Technical Committee meetings as Bingham Township's representative.

Other Work

- Review complaints about zoning issues.
- Enforcement and review of prior Special Use Permits.