

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING
DECEMBER 13, 2004**

CALL TO ORDER: The Supervisor called the board meeting to order at 7:30pm on December 13, 2004. Present were: Supervisor, Robert Foster; Clerk, Dorothy Petroskey; Treasurer, Diane Kiessel; Trustees, Mary Bush and Steve Voisin. There were 6 audience members present.

AGENDA APPROVAL: MOVE BY PETROSKEY SUPPORT BY BUSH TO APPROVE THE AGENDA AS PRESENTED.

AYES: 5 NAYS: 0 MOTION CARRIED

APPROVAL OF MEETING MINUTES:

Regular Meeting Minutes of November 10, 2004.

MOVE BY KIESSEL SUPPORT BY BUSH TO APPROVE THE MINUTES OF NOVEMBER 10, 2004 AS PRESENTED.

AYES: 5 NAYS: 0 MOTION CARRIED

Organizational Meeting of November 22, 2004

It was noted that a date needed to be changed on the first page.

MOVE BY KIESSEL SUPPORT BY BUSH TO APPROVE THE MINUTES OF NOVEMBER 22, 2004 AS AMENDED.

AYES: 5 NAYES: 0

PUBLIC COMMENT OPENED AT 7:34PM

A question was presented regarding the time of the Board meetings.

Mike Bankey from the Leelanau County Sheriff's Department introduced himself to the new Board. He was provided with a schedule of the 2005 meetings.

PUBLIC COMMENT CLOSED AT 7:38 PM

PENDING BUSINESS:

Administrative Rules Policy and Procedures:

Purchase Orders:

Changes to be made include: No sales tax will be reimbursed or paid by the Township. Credit Cards will only be reimbursed if a Purchase Order has been obtained. No individual purchase shall be made in excess of \$50 without Board approval. Changes will be made to that section of the ARPP and presented next month.

Audit 2003-2004

The final audit has not been completed. The treasurer stated she would be preparing the Management Analysis letter on behalf of the Supervisor and presenting it to the auditor.

MTA Conference:

MOVE BY KIESSEL SUPPORT BY BUSH TO AUTHORIZE ANY MEMBER OF THE BINGHAM TOWNSHIP BOARD WHO DESIRES TO GO TO THE CONFERENCE JANUARY 26-28, WEDNESDAY, THURSDAY AND A PORTION OF FRIDAY MAY ATTEND WITH THE ALLOCATED PORTION OF MEALS AND ROOMS TO BE COVERED BY THE TOWNSHIP AND MILEAGE PAID TO THE DRIVER.

AYES: ALL MOTION CARRIED.

Hall Rental:

A committee consisting of Mary Bush and Bob Foster will review the Hall Meeting Rules and focus on defining the rules and fees and clarifying the expectations of the Board.

NEW BUSINESS:

Parks and Recreation Committee/Plan:

A committee was formed consisting of Trustee Mary Bush, Bob Foster, Harold Seymour, Jim Flees, Jan Merriman, and Kathy Hiel to work on the 5 year Parks and Recreation Plan.

Building and Grounds Committee:

The Building and Grounds Committee was formed consisting of Mary Bush and Diane Kiessel.

Cherry Capital Cable Council Appointment:

MOVE BY PETROSKEY SUPPORT BY VOISIN TO APPOINT BOB FOSTER TO THE CHERRY CAPITAL CABLE COUNCIL TO REPRESENT BINGHAM TOWNSHIP.

AYES: ALL MOTION CARRIED

Bat Exclusion:

The Building and Grounds Committee will be seeking updated bids on Bat Exclusion.

COMMITTEE REPORTS:

Zoning Administrator: No Report Presented. The Clerk will forward the report to the Board members.

PLANNING: Mary Bush stated that the planning commission gave preliminary approval to Rolling Hills and the Bay Valley project. She stated that Bay View Pines will be coming back for an amendment. The commission also discussed short term rentals.

TREASURER: A written report was submitted. The Treasurer stated that she has been very busy with tax collection. The Supervisor commented that the books balance.

SUPERVISOR: Fire and Rescue: The next meeting was scheduled for the 14th of December. Supervisor Foster congratulated Ken Dezur on his re-appointment to the County Planning Commission. He added that the Ground Breaking ceremony for the New County building is December 14, 2004.

He added that the Board of Review will be meeting this week.

TRUSTEES REPORT: Steve Voisin commented he had attended the MTA's New Official Training on this date and found it very educational.

CLERK:

Unpaid Bills:

The Clerk submitted the Unpaid Bills Report. The Board by consensus suggested that the Auditor's bill be held until the audit was complete.

MOVE BY KIESSEL SUPPORT BY FOSTER TO ACCEPT THE BILLS AS PRESENTED WITH THE EXCEPTION OF THE TOBIN & CO. BILL UNTIL THE AUDIT IS COMPLETE.

AYES: ALL MOTION CARRIED

Resolution for 2005 Meeting Dates:

MOVE BY FOSTER SUPPORT BY BUSH TO APPROVE RESOLUTION 12-01-04 2005 MEETING DATES FOR THE THIRD MONDAY OF THE MONTH AT 7:30 P.M. ROLL CALL VOTE: FOSTER-YES, BUSH-YES, VOISIN-YES, KIESSEL-YES, PETROSKEY-YES. 5-YES, MOTION CARRIED.

Assessor Supplies:

MOVE BY KIESSEL SUPPORT BY PETROSKEY TO APPROVE THE ASSESSOR'S SUPPLIES FOR PRINTING AND MAILING PERSONAL PROPERTY STATEMENTS, ASSESSMENT NOTICE CHANGES VALUATION SHEETS AS FOR THE ASSESSMENT ROLLS FOR 2005 IN AN AMOUNT NOT TO EXCEED \$1115.31.

Ayes: ALL MOTION CARRIED

Payroll Report:

Brief Discussion regarding Payroll.

MOVE BY KIESSEL SUPPORT BY BUSH TO APPROVE PAYROLL AS PRESENTED.

AYES: ALL MOTION CARRIED

Budget Transfers:

MOTION BY PETROSKEY SUPPORT BY KIESSEL TO MOVE \$693.50 FROM ZONING ADMINISTRATOR OTHER TO ZONING ADMINISTRATOR SALARY.

AYES: ALL MOTION CARRIED

MOTION BY PETROSKEY SUPPORT BY KIESSEL TO MOVE \$2376.25 FROM TOWNSHIP OFFICE-PRINTING & PUBLISHING AND PLACE \$1,036.25 IN CONTRACTUAL SERVICES AND \$1,340.00 INTO TOWNSHIP BOARD PRINTING AND PUBLISHING.

AYES: ALL MOTION CARRIED

Computer Repair Contract:

MOVE BY FOSTER SUPPORT BY BUSH TO APPROVE A FOUR HOUR BLOCK OF SERVICE WITH A COMPUTER/COPY SERVICE PROVIDER FOR MAINTENANCE AND HOLD OFF PURCHASING UNTIL IT IS NEEDED AND IN AN AMOUNT TO BE DETERMINED.

AYES: ALL MOTION CARRIED

The Clerk thanked the Treasurer for all her assistance this past month.

PUBLIC COMMENT OPENED AT 8:40 PM

Hall Cleaning
Hall Rental Rates

PUBLIC COMMENT CLOSED AT 8:42 P.M..

Supervisor Foster added that he had received a request from the Suttons Bay Library for support of a Tribal 2% Grant Request.

MOVE BY KIESSEL SUPPORT BY BUSH TO APPROVE RESOLUTION 12-02-04 RESOLUTION OF SUPPORT FOR THE SUTTONS BAY BINGHAM LIBRARY TO APPLY FOR A 2% TRIBAL GRANT REQUEST IN THE AMOUNT OF \$3600.

ROLL CALL VOTE: KIESSEL-YES, PETROSKEY-YES, BUSH-YES, VOISIN-YES, FOSTER-YES. MOTION CARRIED.

FOSTER ADJOURNED THE MEETING AT 8:50PM.

Respectfully submitted,
Dorothy Petroskey
Bingham Township Clerk