

**BATES TOWNSHIP BOARD**

The regularly scheduled meeting of the Bates Township Board of Trustees was held on Wednesday, November 8, 2023, at 6:00 p.m. at the Township Hall.

Supervisor Oberlin called the meeting to order; Pledge of Allegiance was recited. Roll call was taken with Supervisor Oberlin, Clerk Benson-Stafford, Treasurer Nelson, Trustees Franzene & Adams were present. Also, in attendance were PW Benson; County Comm Stafford; ZA Shankleton; Assessor Erhart; Mike Golas, P&R; Margee Brennan, ZBA & BHPS; Larry Nelson, PC; Residents.

**ATTENDEES**

A motion was made by Trustee Adams to approve the minutes from the previous month's meetings. Supported by Trustee Franzene. All ayes. Motion carried.

**MINUTES**

Treasurer's report for the month of October 2023 was submitted. A motion was made by Clerk Benson-Stafford to accept the report. Supported by Trustee Adams. Roll call vote: Nelson, yes; Oberlin, yes; Franzene, yes; Adams, yes; Benson-Stafford, yes. Unanimous. Motion carried.

**FINANCIAL REPORT**

General Fund:	\$ 164,993.22
Sewer Fund:	\$ 120,696.03
Water Fund:	\$ 322,098.54
Road Fund:	\$ 2,340.62

**COUNTY COMMISSIONERS REPORT** – Comm Stafford stated that 3 lift station generators have been put in place and the Tech would be coming on Friday to do training. The large generator which was lost in shipping was found and will arrive within days.

**COUNTY COMM REPORT**

**SPECIAL PROJECTS**

Road Projects- Supervisor Oberlin stated that he was submitting the 3=Year Rd plan to the ICRC. 2024 is scheduled to finish Andreski Plat Rd to the Midsummer Drive intersection with participation from Crystal Falls Twp.

**ROAD PROJECTS**

**UNFINISHED BUSINESS**

Assessor Report – Assessor Erhart stated that she sees an increase in vacant land value. / She is preparing for AMAR and Bates already has many requirements in place including assessor's record cards which are online. / The Board will have to approve the Poverty Exemption Application by January. / There was no written report.

**ASSESSOR REPORT**

Zoning Update – ZBA Shankleton stated there have been 43 permits issued to date. / The ordinance has been updated and is available online. / He has contacted the Township Attorney to set up a procedure for civil penalty/enforcement. New zoning permit fees will begin with 2024 permits. / A copy of the report is on file with the Clerk.

**ZONING UPDATE**

WIDL Report – Nothing new to report.

**WIDL**

Bates Hall Preservation Society Update – Margee stated that a grant they applied for will announce awards in December, instead of October due to the overwhelming response of applications. / They are planning a Memorial Day Fundraiser Bake Sale. / They are looking to fill a director vacancy. / They will be at the December craft Show.

**BHPS UPDATE**

ZBA Training – A motion was made by Adams to approve ZBA training through MSU at a cost of \$100/member' BOT will take the training also. This will be a self-paced on-line course with a deadline date of completion to be announced next month. Supported by Nelson. Roll call vote: Franzene, yes; Oberlin, yes; Benson-Stafford, yes; Nelson, yes; Adams, yes. Unanimous. Motion carried.

**ZBA TRAINING**

PAR Plan Grant – Supervisor Oberlin stated that the Township has been awarded a \$4000 grant for the lift station generator project.

**PAR PLAN**

**UNFINISHED BUSINESS (cont'd)**

ZBA Appointment – Supervisor Oberlin made a motion to appoint Merrie Gillaspie to the Zoning Board of Appeals for a three-year term effective immediately that will expire 11/08/2026. Supported by Adams. Roll call vote: Nelson, yes; Benson-Stafford, yes; Franzene, no; Adams, yes; Oberlin, yes. Motion carried.

**ZBA  
APPOINTMT**

**NEW BUSINESS**

Zoning Administrator Job Description – ZA Shankleton would like the Board to prepare a job description so that there is clarity on job duties. He is also working on a procedure's manual for the position.

**ZONE ADMIN  
JOB  
DESCRIP.**

Bates School Test Kitchen – Benson-Stafford stated that there is an individual that would be interested in using the school kitchen as a test kitchen. It would be for personal use and not for the general public. She will explore the details and get more information.

**SCHOOL  
TEST  
KITCHEN**

**DEPARTMENT REPORTS**

**Hall-** Nothing new to report. / **Shop–** Nothing new to report. / **Water** – PW Benson stated there have been 8 tap ins. There also is a repair of a bad valve on US2. / **Sewer** – A motion was made by Franzene to approve the purchase of new impellers at a cost of \$11500. Supported by Adams. Roll call vote: Benson-Stafford, yes; Nelson, yes; Adams, yes; Oberlin, yes; Franzene, yes. Unanimous. Motion carried. / **Cemetery** – Closed for the season. / **Park** – Closed for the season. / **School** – Nothing new to report. / **Paint River Boat Launch** – Nothing new to report.

**GUEST COMMENTS**

- Various comments regarding the Zoning Board of Appeals appointment.

**CORRESPONDENCE**

- ICECA
- Caspian Progressive Men's Gifts from Santa Letter

**INVOICE APPROVAL**

Trustee Franzene made a motion to pay the township invoices. Supported by Trustee Adams. Roll call vote: Oberlin, yes; Nelson, yes; Adams, yes; Benson-Stafford, yes; Franzene, yes. Unanimous. Motion carried.

**ADJOURNMENT**

Treasurer Nelson made a motion to adjourn. Supported by Clerk Benson-Stafford. All ayes. Motion carried. The meeting adjourned at 7:25pm. Next regular meeting will be held at the Twp Hall on Wednesday, December 13, 2023.

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Barbara Benson-Stafford, Clerk  
Date Approved: \_\_\_\_\_