

Baltimore Township Minutes

February 10th, 2026

PRESENT: Supervisor Chad Vansyckle, Treasurer Kelli Case, Clerk Jana Bishop, Trustees Aaron Vansycle, April Krouse.

CALL MEETING TO ORDER At 7pm By Supervisor Chad VanSckyle.

Invocation given by Clerk Jana Bishop.

Pledge of allegiance to the flag was recited

APPROVAL OF AGENDA K. Case motion to approve agenda C. Vansyckle supported, all ayes motion approved.

PUBLIC COMMENT – PLEASE STATE YOUR NAME FOR THE RECORDS. None

APPROVE MINUTES –K. Case motions to approve minutes with the correction to April's last name Krouse. A. Krouse supported, all ayes motion approved.

ASSESSOR'S REPORT – See attached for Assessors monthly report.

TREASURER'S REPORT- See attached Treasurers report for January 2026 financials.

CLERK'S REPORT –

- The Consolidation Agreement with Maple Grove and Assyria has been fully executed. If you would like a copy, please let me know.
- Wayne is making progress on his certification for access to Qualified Voter File and to complete elections on behalf of Baltimore Township
- Completed Accident Funds audit for Workman's Comp for 2025
- Board Approved on 2/7/26 payment in full for contract period with VC3 with the anticipation of a refund of \$3,494.18 within 120 days.
- Board Approved on 2/7/26 to change from Rehman to Siegfried Crandall for auditing services effective 3/1/2026
- The following budget adjustments from General Fund
 - 101-101-957.000 – Increase \$57.18 - Insurance w Vozer
 - 101-191-702.00 – Increase \$1,356.00 – Trustee salaries – 3 extra meetings
 - 101-215-860.000 – Increase \$199.90 – Mileage for clerk to retreat in Sept
 - 101-247-900.000 – Increase \$636.00 – Publishing for BOR meetings (3 x \$212.00)
 - 101-253-703.000 – Increase \$250.00 – Treasurer Deputy Salary
 - 101-262-702.000 – Increase \$256.00 – Election Wages
 - 101-262-713.000 – Increase \$30.64 – Election Wages Payroll taxes
 - 101-265-850.000 – Increase \$350.00 – Twp Hall – Phones and Internet
 - 101-265-921.000 – Increase \$193.40- Twp Hall – Propane
 - 101-268-777.000 – Increase \$5,144.26 – IT – Subscription (VC3 \$4492.26 and Anti-virus)
 - 101-268-778.000 – Increase \$4,870.38 – IT – Hardware (Cameras and Firewall)
 - 101-336-801.000 – Increase \$2,913.00 – Fire – Birch bill

101-567-801.000 - Increase \$1,408.00 – Sexton Services thru end of year
 J. Bishop motion to allow the budget adjustments as listed. Supported by A. VanSyckle.
 All ayes , Motion carried.

SUPERVISOR REPORT- Birch meeting Thursday 2/12/26 at the fire barn.
 Board of review school on February 23rd

Marijuana Report- Aaron: To be discussed in new business.

PAY BILLS – K. Case motion to pay the bills as presented. Supported by J. Bishop. All ayes
 motion carried.

CHECK REGISTER FOR BALTIMORE TOWNSHIP
 CHECK DATE 01/01/2026 - 01/31/2026

Check Date	Check	Vendor Name	Amount
Bank GENCK GEN			
01/01/2026	24(E)	INTERNAL REVENUE SERVICE	\$ 2,193.76
01/01/2026	14102	LAMBERT'S LANDSCAPING	\$ 1,880.00
01/05/2026	14104	JAMES R VOZAR INSURANCE AGENCY INC	\$ 3,263.18
01/07/2026	14105	JASON'S TECH SERVICE LLC	\$ 3,143.96
01/07/2026	14106	KATHERINE WARNER	\$ 200.00
01/07/2026	14107	DIANNA CORDRAY	\$ 200.00
01/07/2026	14108	CHAD VANSYCKLE	\$ 200.00
01/16/2026	14122	GRANGER	\$ 19.36
01/16/2026	14123	LAMBERT'S LANDSCAPING	\$ 1,200.00
01/16/2026	14124	LIFE EMS	\$ 1,833.00
01/16/2026	14125	BRUTSCHE CONCRETE PRODUCTS	\$ 700.00
01/16/2026	14126	GIRRBACH FUNERAL HOME	\$ 108.00
01/16/2026	14127	TRAVIS CARTER	\$ 200.00
01/16/2026	14128	MARVIN FREY	\$ 200.00
01/16/2026	14132	BARRY COUNTY TELEPHONE	\$ 131.48
01/16/2026	14133	BAUCKHAM THALL SEEBER KAUFMAN & KOEHE	\$ 745.00
01/16/2026	14134	CONSUMER'S ENERGY	\$ 63.23
01/28/2026	14136	CONSUMER'S ENERGY	\$ 163.26
01/28/2026	14137	D.L. GALLIVAN INC.	\$ 40.61
01/28/2026	14138	EXCEL PROPANE	\$ 686.20
01/28/2026	14139	DAN HOLCOMB	\$ 200.00
01/28/2026	14140	NICK KECK	\$ 648.00
01/28/2026	14141	PATTY WHITE	\$ 200.00
01/29/2026	25(E)	INTERNAL REVENUE SERVICE	\$ 2,215.50
01/29/2026	14142	JANA HARDING-BISHOP	\$ 60.00
01/29/2026	14143	LAMBERT'S LANDSCAPING	\$ 1,000.00
01/29/2026	14144	KROUSE, APRIL	\$ 90.00
Total of 27 Check			\$ 21,584.54

OLD BUSINESS-

- Starlink - What direction are we going: Table it until summer.
- Life EMS Contract and costs for 2026/2027: Table it until the next budget meeting on February 28th.

NEW BUSINESS –

- MSU Planning and Zoning seminar – Val Slaughter is signed up
- A. VanSyckle motioned to split the following bills using 50% General Fund and 50% of Restricted Marijuana Fund: Fire, EMS, Roads, Planning and Zoning. Supported by K. Case. Further discussion ensued. Roll call. A VanSyckle-yes, A. Krouse-yes, K. Case-yes C. VanSyckle-yes, J.Bishop-no. J. Bishop stated that she does not feel the 50% number is defensible if audited.
- Mark Jordan – presented a report
- C. VanSyckle motion to use the 2026 Federal Poverty Guidelines for the Board of Review poverty exemptions. Supported by K. Case. Roll call vote A.VanSyckle-yes, A.Krouse-yes, K.Case-yes, C.VanSyckle-yes, J.Bishop-yes. J. Bishop to do a Resolution.
- Propane Costs we paid \$2.519, S&G was \$1.89 per Kelli: To call about the co-op to follow up perhaps better pricing.
- Revenue Budgeting is being worked on from 2/7/26 special meeting – Expense Budgeting will be addressed February 28, 2026, beginning at 9:00 am here at the township hall with budget approval anticipated March 10, 2026:
- Principles of Governance document from MTA: Table this until next month’s meeting.
- J.Bishop shared a letter of complaint from Department of AG.

COMMISSIONER’S REPORT – Bruce Campbell: See attached.

ADJOURN: Meeting adjourned at 8:10pm by Chad VanSyckle

ATTESTED BY:

Chad VanSyckle
Chad VanSyckle, Supervisor

3-10-26
Date

Jana Bishop
Jana Bishop, Clerk

3-10-26
Date

Assessor's Report

January 2026 Report (Issued February 3, 2026)

Status Code Legend

- Completed
- In Progress
- Not Started
- Issue/Concern Discovered

Completed in January	<ul style="list-style-type: none"> ● I responded to approximately 10 emails and 20 Voicemails. ● Pre-MBOR Assessment Roll Backup was sent to Equalization for review and minor errors are being addressed. ● 2 parcels requested reassessment and were reclassified per Assessing Manual Standards. I will be doing more thorough reviews during field reviews over the next few years to ensure property is classed and identified properly. ● REMINDER: March Board of Review is as follows <ul style="list-style-type: none"> ○ Organizational Meeting: Tuesday, March 3, 2026, at 2:00pm ○ <i>Appeal Hearings:</i> ○ Monday, March 9, 2026: 2:00pm – 5:00pm and 6:00pm – 9:00pm ○ Tuesday, March 10, 2026: 9:00am – 12:00pm and 1:00pm – 4:00pm
In Progress	<ul style="list-style-type: none"> ● 2 land splits are still pending approvals. ● Working with Mapping/Equalization to correct legal descriptions and other pertinent information for the 2026 roll. ● Field Review Scheduling plan moved to April due to a few new January issues that take priority.
Other Assessing Requirements Upcoming	<ul style="list-style-type: none"> ● Finalize the 2026 assessment roll. ● Send out Property Assessment Notices. KCI will be our Assessment notice provider. 2026 Assessment Notices should be sent to them by Friday, 2/5 or Monday 2/8 at the latest. ● Personal Property Statements due back in February – will be entered at that time. ● APRIL – Plan to Review all Building permits from 2025 that were not completed prior to 2026 roll cut off date. ● May-July – Field Reviews and Building permits.
Issue Discovered	<ul style="list-style-type: none"> ● I received a few calls from various owners that received delinquent notices from Barry County for Tax due prior to 2024. One said the assessor had reinstated the

- 20 in twp

PRE after the MI Dept of Treasury denied the exemption from 2020-2023. The assessing system showed both the denial in September of 2023 and that the assessor had reversed the denial partially or in full for rolls 2020 -2023. There are no backup documents that were saved to corroborate these adjustments or reasoning behind overturning the PRE Denial by the State nor were there notes on the property information. The Barry County Treasurer had no record of the PRE denial being reinstated. If appealing a Treasury PRE denial, the owner typically needs to provide sufficient proof directly to the MI Dept of Treasury. If an assessor reinstates a PRE denied by the State, there must be specific evidence collected and paperwork needs to be filed with the State. I don't believe this happened in this case but am going to reach out to the Dept of Treasury to investigate the issue.

Assessor's Notes

The assessment roll is being finalized in preparation for the mailing of assessment notices. A few new issues have come up between 3 owners and delinquent property tax with Barry County. I am working with them on one case and coming up with a few other explanations for why previous owners have been sent delinquent notices. I urge anyone who receives a notice from Barry County to contact them directly as they will have the most information about the notice and what taxes are specifically owed.

Respectfully submitted,
Marie Bean, Assessor
BaltAssessor@mei.net///(269) 320-8164

Baltimore Township Treasurer Report

February 10th, 2026

General Fund

Beginning Balance as of January 1 st , 2026	742,793.40
30 checks/debits	19,713.23
6 Deposits/ credits	30,029.27
Total Balance as of January 31 st , 2026	753,109.44

Money Market

January 31st, 2026

	Interest	Total
12 Month CD through Consumers	390.66	117,461.55
12 Month CD through Lake Trust	178.23	57,047.40
Money Market Consumers CU	867.55	65,545.83

Money was transferred to Consumers on March 17th. Money market was active on Aug 4th 2025

Correction error on the money market gave us 867.55 into our account from interest missed