

Baltimore Township Minutes

REGULAR BOARD MEETING

April 14th, 2026

PRESENT: Supervisor Chad VanSyckle, Treasurer Kellie Case, Clerk Jana Bishop, Trustees, Aaron VanSyckle, April Krouse.

CALL MEETING TO ORDER At 7pm by C. VanSyckle.

INVOCATION given by J. Bishop.

PLEDGE OF ALLEGIANCE recited

APPROVAL OF AGENDA: K. Case motions to make amendment to the agenda for planning and zoning, supported by A. Krouse, all ayes motion carried.

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

APPROVE MINUTES – A. VanSyckle motions to approve minutes for the Budget meeting and Regular meeting, supported by K. Case, all ayes motion approved.

ASSESSOR'S REPORT – Attached

TREASURER'S REPORT-

- Finances – Handout
- High Point Bank sold out
- K. Case motion to switch our business over to Consumers Credit Union by June 1st supported by C. VanSyckle, Roll call vote: C. VanSyckle- yes, A. VanSyckle- yes, Case- yes, Krouse- yes, Bishop- yes. Resolution passed.
- K. Case motions to move \$350,000.00 from the Marijuana money into a Money market on June 1st, supported by C. VanSyckle, Roll call vote: C. VanSyckle- yes, A. VanSyckle- yes, Case-yes, Krouse- yes, Bishop- yes. Resolution passed.

CLERK'S REPORT –

- Attended Track My Ballot presentation
- Received receipts from Sue Rousch
- Fire Pros Inspection Completed
- Shred-it – per retention schedules all Clerk records have been shredded
- ADA Election Inspection – Recommendations for signs, tree trimming and parking lot marking
- Review of 2025/2026 Budget:
- 2026 Financial Audit - August 20/21 – cost will be \$11,000 as it is a full year audit

SUPERVISOR REPORT-

- Road trip to assess the roads in the township, this time of year all roads are poor shape.

MARIJUANA REPORT-

- Approve Marijuana Ordinances (Recreational and Medical): C. VanSyckle motions to approve Marijuana Ordinances, supported by K. Case, Roll call vote: C. VanSyckle- yes, A. VanSyckle- yes, Case- yes, Krouse-yes, Bishop- yes. Resolution passed.
- Lumber Jacks new owner Nick is not closing but going to have soft opening.

PAY BILLS –

- See attached J. Bishop motions to pay bills as presented, supported by A. Krouse, all ayes motion passed.

OLD BUSINESS-

- Excel Propane: A. VanSyckle motion to stay with Excel through April 2027, supported by K. Case all ayes motion passed.
- Update on Public Comment Guidelines – tabled until next month

NEW BUSINESS –

- K. Case motion to put the Planning and Zoning of Baltimore Township on the November Ballot for the people to vote on, supported by A. VanSyckle, Roll call vote: C. VanSyckle- yes, A. VanSyckle- yes, Case- yes, Krouse- yes, Bishop- yes.
- Library: Andy presented an update on library happenings
- Contract Extensions: J. Bishop motion to extend the 3 Lambert contracts for one more year, supported by C. VanSyckle, Roll call vote: C. VanSyckle- yes, A. VanSyckle- yes, Case- yes, Krouse- yes, Bishop- yes. Resolution passed.
 - Lambert's Sexton (Expired 3/31/2026)
 - Lambert's Lawn Care (Expires 4/15/2026)
 - Lambert's Snow Plowing (Expires 4/15/2026)
- New Year Services:
 - Website Upgrade – Inspiration Studios (Rob Leos)
 - Server Upgrade – Clark Technical Services
 - Moving Technology into Fireproof Room (Access Point)
- TextMyGov – information for review and discussion: Table until next meeting.
- Presentation/Approval of Resolutions:
 - Poverty Levels - presented
 - 2026/2027 Budget - tabled
 - Meeting Dates - tabled

COMMISSIONER'S REPORT – Bruce Campbell was not in attendance

PUBLIC COMMENT: Discussion on road conditions.

Discussion on the lot and parking around Lumber Jacks.

MEETING ADJOURNED AT 8:20pm

ATTESTED BY:

Chad VanSyckle

Chad VanSyckle, Supervisor

5-12-26

Date

Jana Bishop

Jana Bishop, Clerk

5-12-26

Date

Assessor's Report

March 2026 Report (Issued March 6, 2026)

Status Code Legend

● Completed

● In Progress

● Not Started

● Issue/Concern Discovered

Completed in January March	● I responded to approximately 30 emails and 40 voicemails. ● March Board of Review is complete. The Board heard 11 appeals from 7 owners. A few other owners did show up to discuss their concerns but did not create a formal appeal after speaking with the board. 5 appeals were property classification related, 3 appeals were due to late personal property filings, 2 were hardship exemption requests, and 1 was a taxable valuation appeal. ● Board of Review Decisions were mailed out to all 7 owners in late March. ● All Board of Review adjustments were entered in BSA, and the assessment roll for 2026 has been finalized. ● The assessment roll was sent to County Equalization, and they have equalized our totals. ● Field Review Schedule: Tentative (5 Year)) in "Assessor's Notes" on the next page.
In Progress	● There is one land split pending from 2025 and one land from 2026, both to be added to the 2027 assessment roll. ● There is one Boundary Line Adjustment change request (waiting for survey). ● Field Review Notices and Questionnaires will be mailed in April. Reviews will take place during May-June, and the goal is to Finish in July (August at the latest). ● Building Permit Inspections will also start in May for all open permits for the last two years. If your property is due for both a permit inspection and field review, it just gets handled at the same time. ● There is one Poverty Exemption Request that was received after March Board of Review, so it will be brought to July Board of Review. ● There is one Freedom of Information Act (FOIA) request.
Other Assessing Requirements	● I registered for a BSA Cloud Rollover class this month to prepare to roll over the assessment roll to 2027. 2026 values are currently frozen and can no longer be adjusted. I plan to roll over in the next few weeks. ● April – All reports and final values due to County Equalization as well as responding to any requests from the State.

- May – Land Value Studies, field Reviews, open building permits from last two years, and checking on 2 homeowner requests for reassessment for 2027. Required STC Updates Training is on May 5th in Hastings.
- June – Continue Field Reviews. Complete **16 mandatory hours of training to maintain my certification. I am registering for the Assessment Records Specialist Certification from June 22nd-June 25th and will not be reachable that week but will return all calls and emails as soon as I am able.**
- July – Board of Review. Finish Field Reviews, All Open Building Permits – current year. ECF Development.
- Fall – I plan to apply for the Level III Michigan Advanced Assessor Certification program this spring/summer. Courses start in September. Any ongoing Permit checks, reassessments, land splits, will take place during these months.

Assessor's Notes

Happy New Assessment Year! The 2026 roll is finalized. I am working on rolling over to begin the 2027 assessment roll. March Board of Review is closed, and my 5-year Field Review plan is drafted below. I look forward to seeing some of you while I'm out doing reviews this year, and I hope you have a great spring season!

5-year Field Review Plan - Alphabetical. State requirement is 1/5 (20%) of all real property a year.
 Year 1 (Current): Altman – Cedar Creek (210 properties)
 Year 2 (2027): Charlton Park – Dowling (205 properties)
 Year 3 (2028): Drake – Lawrence (132 Properties) + Vacant Land Non-Addressed (57 Properties)
 Year 4 (2029): M37 – McGlynn (244 Properties)
 Year 5 (2030): McKeown – Wright (211 Properties)

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

Baltimore Township Treasurer Report

April 14th 2026

General Fund

Beginning Balance as of March 1 st , 2026	748,645.13
30 checks/debits	123,464.01
6 Deposits/ credits	6,629.25
Total Balance as of March 31 st , 2026	748,645.13

Money Market

March 31st, 2026

	Interest	Total
12 Month CD through Consumers	355.21	118,208.73
12 Month CD through Lake Trust	161.99	57,388.17
Money Market Consumers CU	165.15	65,859.82

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

CHECK DISBURSEMENT REPORT FOR BALTIMORE TOWNSHIP			
CHECK DATE 03/01/2026 - 03/31/2026			
Check Date	Payee	Description	Amount
03/15/2026	EARL WILLISON	MILEAGE	56.41
03/15/2026	REBECCA WALDEN	HALL RENTAL - WALDEN	200.00
03/15/2026	RICH LUTHER	HALL RENTAL	200.00
03/17/2026	BARRY COUNTY TELEPHONE	INTERNET	131.48
03/17/2026	CONSUMER'S ENERGY	UTILITIES - STREET LIGHTING	63.38
03/17/2026	GRANGER	TRASH REMOVAL	19.36
03/17/2026	HEIDI HAMMOND	HALL RENTAL	200.00
03/17/2026	KEY CLEANING SERVICE, INC	CARPET CLEANING	200.00
03/17/2026	VIEW NEWSPAPER GROUP	NOTICE OF MEETINGS	212.00
03/17/2026	LIFE EMS	PROFESSIONAL SERVICES - AMBULANCE	916.50
03/17/2026	KENT COMMUNICATIONS	ASSESSMENT NOTICES	572.74
03/31/2026	ELAN FINANCIAL SERVICES	TRASH REMOVAL	19.32
		CELL PHONES - BOOST	108.95
		BALLOT BAGS (WHITE)	218.27
		WEBSITE DOMAIN	20.92
03/31/2026	JANA HARDING-BISHOP	TELEPHONE - REIMB	60.00
03/31/2026	VIEW NEWSPAPER GROUP	BUDGET MEETING NOTICES	283.00
03/31/2026	KROUSE, APRIL	TELEPHONE - REIMB	90.00
03/31/2026	JAMES R VOZAR INSURANCE AGENCY INC	INSURANCE	62.00
03/31/2026	BARRY COUNTY TREASURER	TRAILER PARK TAXES - COUNTY SHARE	386.50
03/31/2026	BARRY COUNTY TREASURER	TRAILER PARK TAXES - SCHOOL SHARE	298.00
		TRAILER TAXES PAYABLE - SCHOOL SHARE	1,248.00
Total For General Fund: 101			5,566.83
03/17/2026	LIFE EMS	AMBULANCE SERVICES	916.50
03/31/2026	BAUCKHAM THALL SEEGER KAUFMAN&KOCHE	ATTORNEY FEES	120.00
Total For Marijuana Restricted Fund: 102			1,036.50