

Baltimore Township Minutes

May 12th, 2026

MEETING CALLED TO ORDER BY SUPERVISOR VANSYCKLE

INOVOCATION BY CLERK BISHOP/PLEDGE OF ALLEGIANCE RECITED

APPROVAL OF AGENDA – C. VanSyckle motion to approve the agenda, supported by K. Case – all ayes motion carried

PUBLIC COMMENT – NONE

APPROVAL OF APRIL 14th meeting minutes – C. VanSyckle motioned to approve, supported by A. Krouse – all ayes motion carried

ASSESSOR'S REPORT –

- See Attached
- Apex notification of 10% increase new cost will be \$286.00 rather than \$260.00

TREASURER'S REPORT-

- Banking report
- Meeting with Consumers to transfer over

CLERK'S REPORT –

- J. Bishop motioned to approve the following budget increases, supported by K. Case – all ayes motion passed
101-257-777.000 – Subscription Increase by \$26.00 new budget \$286.00
101-291-801.000 – Accountant Increase by \$4,000 new budget \$11,000.00 – previous amount was a partial year audit – 2026 is a full year audit
- With the above increases the budget is:
 - Revenues: \$376,446.31
 - Expenditures: \$370,700.00
 - Difference: \$5,746.31
- Tony (IT) has been working to fix/cleanup our existing server to transition to new He also is working on new firewall installation
- J. Bishop motions for approval of ordinances 2026-1 (Medical Marijuana) and 2026-2 (Recreational Marijuana) supported by C. VanSyckle – all ayes motion passed. Ordinances will be published.
- 2026 – final ARPA report completed
- Flags ordered and will be placed before Memorial Day
- J. Bishop noted that though many attempts unable to get elected officials bonds issued – C. VanSyckle will attempt to make contact
- New Audit date Sept 10th

SUPERVISOR REPORT-

- Quotes on corner of Dowling and M37

- Updated quote on parking lot w/ handicap lines – increase of \$600.00 – C. VanSyckle made a motion to accept the updated quote, supported by A. VanSyckle . Roll call: A. VanSyckle – yes, C. VanSyckle – yes, A. Krouse – yes, K. Case – yes, J. Bishop – yes. Motion passed

Marijuana Report- Approval of Marijuana Ordinances done by J. Bishop

PAY BILLS –

CHECK DATE 04/01/2026 - 04/30/2026				
Check Date	Check #	Payee	Description	Amount
Fund: 101 GENERAL				
04/01/2026	14212*	MICHIGAN DEPARTMENT OF STATE	Remittance	\$ 350.67
04/01/2026	14213#	CONSUMER ENERGY	UTILITIES	\$ 144.12
04/01/2026	14214	D.L. GALLIVAN INC.	COPIER	\$ 23.32
04/01/2026	14215	EXCEL PROPANE	GAS	\$ 557.73
04/01/2026	14216	LAMBERT'S LANDSCAPING	PROFESSIONAL SERVICES	\$ 1,000.00
04/01/2026	14217	MOLLY WALKER	HALL RENTAL	\$ 200.00
04/01/2026	14226	BARRY COUNTY TELEPHONE	APRIL SERVICE	\$ 133.45
04/01/2026	14227	CHAD VANSYCKLE	HALL RENTAL	\$ 200.00
04/01/2026	14228	YODER RAYMOND & AMANDA	HALL RENTAL	\$ 200.00
04/20/2026	14242	CONSUMER ENERGY	UTILITIES- STREET LIGHTING	\$ 63.35
04/20/2026	14243	ELECTION SOURCE	TEST BALLOT BAGS	\$ 76.30
04/20/2026	14244	GRANGER	TRASH REMOVAL	\$ 19.48
04/20/2026	14245*	LIFE EMS	PROFESSIONAL SERVICES- AMB	\$ 916.50
04/20/2026	14246	STERICYCLE, INC	DOCUMENT SHREDDING	\$ 299.00
04/20/2026	14247	CHAD VANSYCKLE	WATER SOFTNER SALT	\$ 39.96
04/20/2026	14248	KEY CLEANING SERVICE, INC	STRIP & SEAL TILE FLOORS	\$ 200.00
04/01/2026	29(E)*	INTERNAL REVENUE SERVICE	Remittance	\$ 2,144.02
Fund Total				\$ 6,567.90
Fund: 102 RESTRICTED MARIJUANA FUND				
04/01/2026	14212*	MICHIGAN DEPARTMENT OF STATE	Remittance	\$ 4.97
04/20/2026	14245*	LIFE EMS	AMBULANCE SERVICES	\$ 916.50
04/01/2026	29(E)*	INTERNAL REVENUE SERVICE	Remittance	\$ 11.56
Fund Total				\$ 933.03

OLD BUSINESS-

- Update on public comment guideline - Kelli
- Planning & Zoning – Lori shared briefly what she learned at training.
- Textmygov- this will not be pursued at this time
- All Lambert's contracts have been extended
- Baltimore Website – need input – A. Krouse said she would help

NEW BUSINESS –

- K. Case motioned to approve reimbursement of Lori for the planning and zoning class they took. Supported by C. VanSyckle – Roll call vote: C. VanSyckle – yes, A. VanSyckle – yes, A. Krouse – yes, K. Case – yes and J. Bishop – yes.
- L-4029 tax rate – tabled until next month
- Newsletter mailed with tax bills – J. Bishop will develop the draft

COMMISSIONER'S REPORT – Bruce Campbell – see attached

PUBLIC COMMENT – Gene Willison discussed the potholes on S. Broadway

Meeting Adjourned by Supervisor VanSyckle at 8:15pm

ATTESTED BY:

Chad VanSyckle 6-9-26
Chad VanSyckle, Supervisor Date

Jana Bishop 6-9-26
Jana Bishop, Clerk Date

Assessor's Report

April 2026 Report (Issued May 7, 2026)

Status Code Legend

● Completed

● Not Started

● In Progress

● Issue/Concern Discovered

Completed in April	● I responded to approximately 15 emails and 15 calls/voicemails. ● The Assessment Roll for 2026 is archived and the 2027 assessment roll has started. ● Field Review Schedule: Tentative (5 Year) was set, and cover letters and surveys have been printed. Should be mailed in the next week or two. ● Transfer Affidavits and PREs Received January-April 2026 have been entered in the new roll (Approx 20 transfers).
In Progress	● Deeds are still being entered from January-April 2026 since the rollover just happened. ● There are two pending land splits and 1 pending boundary line adjustment. ● Field Review Notices and Questionnaires will be mailed soon. 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. ● Two FOIAs were addressed.
Other Assessing Requirements	● 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 occurs in the first week of May. ● 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 Spring, I think? The weather can't seem to decide, but my allergies say it's here!

As a reminder:

5-year Field Review Plan - 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)

If you are in this review year, you will receive a mailing to your address on file in the next few weeks. Please fill out and return the survey either via email or postal mail to the township hall. The survey keeps us up to date on the changes to your home, but it also allows you to deny permission for the field review visit. Keep in mind that if you deny permission for a field review, we may not have the most up to date records and that can affect your assessed values. When conducting field reviews, it is standard to park on the street or at the bottom of a driveway and knock on the door to let you know we are on site. My vehicle will be marked with a Baltimore Township Magnet. You may choose to deny the review at any time. Typically, a review involves taking new photos on the outside of the buildings on the property as well as a photo from the street and re-measuring any buildings that may be newly constructed within the last few years. We will be on your property between 5-15 minutes depending on how much has changed since it was last reviewed by an assessor. We will not enter your home.

Respectfully submitted,

Marie Bean, Assessor

BaltAssessor@mei.net///(269) 320-8164

Commissioner Report April 2026, District 7
Bruce Campbell

Approval of the 2026 Agreement for Remonumentation Grant Administrator Services contract with Anderwylde LLC and authorize the Chairperson to sign on behalf of the County.

Approval of the 2026 Agreement for Remonumentation County Representative Services contract with Brian Reynolds, and authorize the Chairperson to sign on behalf of the County.

Approval of a one-year contract with the Kent County Department of Public Works to allow Barry County residents to utilize the Byron Center Safe Chem HHW drop off facility up to \$7,800 in calendar year 2026.

Approval to dissolve the Steering Committee, as recommended by the Steering Committee. This was set up for guidance on the new COA Project.

Approval of zoning text amendment to make Compassion Homes a special land use in the RR – Rural Residential and A-Agricultural zoning districts.

Adoption of Resolution #26-15 Authorizing Expenditures for the Maintenance and Repair of the Lake Level Project for Crystal Lake.

Approval to accept the actual cash value from MMRMA of \$12,500.00 and direct them to sell the 2016 Chevy Tahoe (VIN#1GNLCDEC8GR311008) for salvage to the highest bidder and approve to purchase and equip a new Tahoe with funds to be paid from the Vehicle Fund.

Approval of an agreement with Barry Community Foundation that transfers fiduciary responsibility for the Barry Community Resource Network.

Adoption of Resolution #26-14 MDOT Performance Resolution for Municipalities and authorize the County Administrator or COA Executive Director to apply for necessary MDOT permits for the COA Building project.

Adoption of Resolution 26-12, establishing the 2026 Barry County Equalized Values and authorizing certification and submission of Form L-4024.

Approval for Barry County Administrator permission to review and sign one of the following two agreements with Smart Homes Smart Offices (current MI-DEAL contract agreement holder) to replace several components related to the audio and video recording systems in the Barry County Board of Commissioners Chamber.

Approval of County Policy 501- Alarm Button Use

The board went into closed session in accordance with the Open Meeting Act, Public Act 267 of 1976, 15.268, Section 8c, for strategy and negotiation sessions connected with the negotiations of a collective bargaining agreement.