
**HAYES TOWNSHIP BOARD
MINUTES
March 11, 2013**

The regular meeting of the Hayes Township Board was called to order by Supervisor Ethel Knepp at 7:30 p.m.

Board members present were Marlene Golovich, Ethel Knepp, Rich Burnett, Douglas Kuebler and Robbin Kraft. Audience members were Jonathan Scheel, Dave Zipp, Murray Kilgour, Melvyn Thayer, George Lasater, Paul Hoadley and Ross Maxwell.

Supervisor Knepp asked to be joined in repeating the Pledge of Allegiance.

REVIEWED AGENDA – Added Budget Amendment, City of Charlevoix Ambulance Contract, Amend Fee Schedule

PUBLIC COMMENTS – George Lasater stated he attended a substance abuse meeting in Gaylord. He also stated he was looking for public comment on whether Charlevoix County should honor their recycling contract with Emmet County. He ask that anyone wishing to make contact call him at home.

SHORT TERM RENTAL – Supervisor Knepp gave a brief overview of the need and history of the proposed Short Term Rental License Ordinance (see attached).

Ethel Knepp made a motion, supported by Marlene Golovich to adopt the proposed Short Term Rental License Ordinance as revised on January 1, 2013 to allow short term rentals in Hayes Township.

Discussion:

Doug Kuebler asked if the rentals needed to be ADA compliant. Jonathan Scheel replied that the County Building Dept. regulates that and that the proposed ordinance states in Section 4. (2) The dwelling unit must meet all residential building, health department, and safety codes.

Doug also asked if two adult people per bedroom is correct. Supervisor Knepp replied that according to Larry Levensgood from the County Health Dept. that bedroom standard was decided by the court.

Rich Burnett stated we have been running short term rentals illegally since 1974 why change. Supervisor Knepp stated that is causing issues in residential neighborhoods.

Rich asked if this applies to long term rentals. Jonathan stated that long term rentals meet the definition of family in our zoning ordinance by the very fact they live together as a family.

Rich stated he did not like the three strikes and you are out. Jonathan stated there is an appeal process.

Roll Call

Doug Kuebler	No
Rich Burnett	No
Robbin Kraft	Yes
Ethel Knepp	Yes
Marlene Golovich	Yes

Motion carried.

NON MOTORIZED TRAIL – Ross Maxwell, Charlevoix County Parks and Recreation Director, handed out maps to show the revised phase II of the non-motorized trail from Boyne City to Charlevoix. The new phase II will begin at Waller Road in Charlevoix Township and continue to Quarterline Road in Hayes Township. The original phase II plan was to end at Camp Sea-Gull but due to reduced Federal funding the trail needs to be done in shorter phases.

Motion by Marlene Golovich, supported by Ethel Knepp, to adopt the following Resolution to wit:

WHEREAS, Charlevoix County is proposing to apply for a development grant from the Michigan Natural Resources Trust Fund for an extension of the Boyne City Rd. non-motorized trail from US 31 to Quarterline Road, and

WHEREAS, Charlevoix County is seeking matching funds to meet grant requirements, and

WHEREAS, Hayes Township has previously committed to helping with the matching funds via the Metro Act Revenue, and

THEREFORE IT SHALL BE RESOLVED, the Hayes Township Board commits \$39,000.00 of Metro Act revenue to the matching funds needed for the expansion of the Charlevoix County non-motorized trail within the boundaries of Hayes Township.

Roll Call

Robbin Kraft	Yes
Ethel Knepp	Yes
Doug Kuebler	Yes
Rich Burnett	Yes
Marlene Golovich	Yes

Resolution declared adopted.

DISPOSAL OF TOWNSHIP PROPERTY – Ethel Knepp made a motion, supported by Marlene Golovich to recycle or donate three laptop computers after the hard drives have been cleaned. Motion carried unanimously.

RECREATION PLAN – Ethel Knepp made a motion, supported by Robbin Kraft to hire Mary Campbell of MC Planning and Design to assist the Township with the Recreation Plan update. Motion carried unanimously.

ROAD WORK – Clerk Golovich stated she went to look at Quarterline Road from the Boyne City Road towards Lake Charlevoix. She stated that the road needs repair but because it runs through a swamp it needs more than just a \$160,000.00 band aid. She will contact Jim Vanek and request an engineer’s estimate to rebuild the road bed and pave the road.

Emmet County has an asset management system for deciding road maintenance and repair and deciding which

roads are the priority. Clerk Golovich will contact them to see if they will share their system. It is the Board consensus to table the engineer's estimates for road maintenance until more information can be gathered.

BIDDING POLICY – Supervisor Knepp stated that she has a problem with bidding the snow removal and lawn mowing jobs every year. She stated in the past that if someone was doing a good job we just let them continue. Doug Kuebler stated he thought that it would be fairer to everyone if it was bid every year. Clerk Golovich stated that she would prefer not to bid every year unless a bidding policy was established clearly stating what criteria the Township used to award bids. Rich Burnett and Doug Kuebler will develop a policy to be reviewed by the entire Board at the meeting in April.

CLERK PRESENTS

MINUTES – Rich Burnett made a motion, supported by Doug Kuebler to approve the February 11, 2013 regular meeting minutes as corrected. Motion carried unanimously.

BUDGET AMENDMENT – Ethel Knepp made a motion, supported by Rich Burnett to amend the following line item 101-247-800 Board of Review (Services & Education) \$100.00 increasing the total budgeted amount to \$400.00 and decreasing the surplus funds by \$100.00.

Roll Call

Ethel Knepp	Yes
Robbin Kraft	Yes
Doug Kuebler	Yes
Rich Burnett	Yes
Marlene Golovich	Yes

Motion carried.

INVOICES – Ethel Knepp made a motion, supported by Rich Burnett to approve invoices totaling \$21,949.77. Motion carried unanimously.

CORRESPONDENCE - Any correspondence received by the Clerk was provided to the Board Members for their review.

TREASURERS REPORT - Robbin Kraft presented the settlement report.

REPORT FROM PLANNING COMMISSION – Doug Kuebler stated that the PC will hear two request for special use permits at the March meeting.

TRUSTEE REPORT – Doug Kuebler stated that there is some concern about the response time from Allied Ambulance coming from Petoskey as far as Maple Grove Rd. Supervisor Knepp stated she would look in to what was involved to have the City of Charlevoix expand their area to cover as far as Maple Grove Rd. Rich Burnett stated he attended the MTA meeting and Brian Kelly from the County GIS Dept. gave an overview

of his services.

ZONING ADMINISTRATOR REPORT – Jonathan Scheel presented a written report with an oral overview

BLIGHT ADMINISTRATOR REPORT – Tammy Hopkins sent a written report.

FIRE BARN MOLD BIDS – Doug Kuebler made a motion, supported by Rich Burnett to award the bid for mold removal and repair to the fire barn to the lowest bidder, Site Planning.

Roll Call

Robbin Kraft	Yes
Rich Burnett	Yes
Ethel Knepp	Yes
Doug Kuebler	Yes
Marlene Golovich	Yes

Motion carried.

BACK DOOR RAMP BIDS - Doug Kuebler made a motion, supported by Rich Burnett to award the bid ~~for mold removal and repair to the fire barn~~ **for installing an ADA compliant ramp at the rear entrance to the Hayes Township Hall** to the lowest bidder, Site Planning.

Roll Call

Robbin Kraft	Yes
Rich Burnett	Yes
Ethel Knepp	Yes
Doug Kuebler	Yes
Marlene Golovich	Yes

Motion carried.

AMBULANCE AGREEMENT – Ethel Knepp made a motion, supported by Doug Kuebler to renew the ambulance agreement with the City of Charlevoix for \$16,841.00.

Roll Call

Marlene Golovich	Yes
Ethel Knepp	Yes
Robbin Kraft	Yes
Doug Kuebler	Yes
Rich Burnett	Yes

Motion carried.

FEE SCHEDULE – Jonathan Scheel and Clerk Golovich will work together to develop procedures and an application for the Short Term Rental License and after that is completed the Board will discuss the fee for the license.

Ethel Knepp made a motion, supported by Marlene Golovich to adjourn at 9:30 p.m. Motion carried unanimously.

Respectively submitted

Marlene Golovich
Hayes Township Clerk

Minutes approved as corrected April 8, 2013