
HAYES TOWNSHIP BOARD
MINUTES
January 13, 2014

The regular meeting of the Hayes Township Board was called to order by Supervisor Ethel Knepp at 7:30 p.m. at the Hayes Township Hall, 09195 Old US 31 N., Charlevoix

Board members present were Marlene Golovich, Rich Burnett, Robin Kraft, Doug Kuebler and Ethel Knepp. Audience members were Omar Feliciano, Jim McMahon, Paul Hoadley, David Zipp, Warren Nugent, Allan Hopkins, Tammy Hopkins, Anne Kantola, Scott Parker, George Lasater Jim Malewitz and Jennifer Archey

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

REVIEWED AGENDA – Adding Zoning Administrator resignation and job description, Performance Engineering presentation for boat launch,

PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS – Dave Zipp asked if the closing for Camp Sea-Gull went ok. Clerk Golovich responded that it did and the park now belongs to the Township.

Jim McMahon thanked everyone for and all their hard work and diligence purchasing Camp Sea-Gull for a township park. He stated it was wonderful for the Township and the public at large. He hoped we could all move forward and make it the best park in Northern Michigan.

BLIGHT ADMINISTRATOR JOB REVIEW - Supervisor Knepp asked Blight Administrator, Tammy Hopkins, how much time she spent doing her job. Tammy said not a lot of time but it is very interesting seasonally. She stated that there was not much to do in the winter. She takes phone calls and responds to calls regarding blight and nuisances and sometimes sends a written response. Clerk Golovich suggested that copies of the correspondence be given to the clerk to keep on file. Tammy stated she would provide it. Supervisor Knepp stated she thought Tammy did a great job. Tammy stated that most people just wanted to talk to someone and vent. Robbin Kraft stated she thought Tammy did a wonderful job.

BOARD OF REVIEW - Marlene Golovich made a motion, supported by Ethel Knepp to set the dates for BOR as follows: March 4, 2014, 4:00 p.m. to accept the tax role, March 10, 2014, 9:00-11:30 a.m. & 1:00-4:30 p.m. and March 11, 2014, 1:00-4:00 p.m. & 6:00-9:00 p.m. to hear appeals. Motion carried

unanimously. Notice must be published

RECREATION PLAN UPDATE - Ethel Knepp made a motion, supported by Marlene Golovich to adopt the following resolution:

WHEREAS, Hayes Township, Charlevoix County has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2014 and 2017, and

WHEREAS, a public forum was held by the Hayes Township Planning Commission on August 13, 2013 at the Hayes Township Hall to provide the findings from the 2013 property owner survey, and provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

WHEREAS, Hayes Township, Charlevoix County has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, after consideration of comments from the public hearing held on November 19, 2013, the Hayes Planning Commission voted at their regular meeting of December 17, 2013 to adopt said Recreation Plan, and recommend the plan to the Hayes Township Board of Trustees for adoption.

NOW, THEREFORE BE IT RESOLVED the Hayes Township Board hereby adopts the Hayes Township Recreation Plan as a guideline for improving recreation for the residents of the Hayes Township, Charlevoix County.

Yeas: Marlene Golovich, Doug Kuebler, Rich Burnett, Robbin Kraft, Ethel Knepp

RECREATION COMMITTEE - Marlene Golovich made a motion, supported by Ethel Knepp to appoint Jim Rudolph and Bill Stewart to the Parks and Recreation Committee increasing the number of committee members. Motion carried unanimously.

Per the P&R Committee recommendation the Board consensus was to open Camp Sea-Gull for winter recreation opportunities February 1, 2014. An area will be plowed just inside the entrance for parking and all buildings will be posted with no trespassing signs. The Committee is also going to inventory and photograph the camp buildings. Paul Hoadley requested to be included on the inventory group. He was instructed to contact Jerry Simpson. A June 7, 2014 date has been chosen for the grand opening. The P&R Committee will

coordinate the food, entertainment and tours. The Committee also suggested the Township conduct a contest for a Camp Sea-Gull logo design. The Board agreed it was a good idea and will include information in the Township newsletter. Also discussed by the committee is the removal of the dead and dying ash trees, they are seeking a recommendation from the Board. The Board recommended requesting a proposal for their removal via an advertisement in the newspaper. Clerk Golovich will work on the proposal and the Board will review it at their next meeting.

CSG BOAT LAUNCH – Jim Malewitz, from Performance Engineering spoke to the Board regarding the preparation of a boat launch plan for a grant application to the MNRTF due April 1. He stated that a topo survey would need to be done of camp Sea-Gull and the lake bottom in the proposed boat launch area. He also stated that the County Road Commission was recommending that the entrance be moved to the east for safety. Marlene Golovich made a motion, supported by Robbin Kraft to move forward with the boat launch plan and the grant application to the MNRTF.

Yeas: Marlene Golovich, Robbin Kraft, Ethel Knepp, Doug Kuebler, Rich Burnett
Nays: N/A

POLICIES – Supervisor Knepp suggested that the review and adoption of policies be moved to the February meeting. Clerk to add this to the February agenda.

CLERK PRESENTS

MINUTES – Doug Kuebler made a motion, supported by Rich Burnett to approve the December 9, 2013 Regular Meeting Minutes as corrected. Motion carried unanimously.

Rich Burnett made a motion, supported by Doug Kuebler to approve the January 2, 2013 Special Meeting Minutes as written. Motion carried unanimously.

INVOICES – Ethel Knepp made a motion, supported by Doug Kuebler to approve invoices totaling \$18,651.57.

Yeas: Ethel Knepp, Rich Burnett, Doug Kuebler, Marlene Golovich, Robbin Kraft
Nays:

CORRESPONDENCE - Any correspondence received by the Clerk was provided to the Board

Members for their review and comment.

REPORT FROM PLANNING COMMISSION - Doug stated that the PC approved a site plan for storage buildings on US 31 near the Americinn Hotel. The 2014 meeting dates have been set for the 3rd Tuesday of every month except January the meeting is the 2nd Tuesday because of commission members scheduling conflicts. Jim Rudolph was appointed chairperson and Steve Wilson was appointed vice-chair/secretary. The PC also recommended adoption of the Recreation Plan.

TREASURERS REPORT - Robbin Kraft presented a written report. Robbin also explained that because of a computer glitch the winter tax bills were sent out with the incorrect amounts. She stated the difference between the amounts on the bill and the correct amount was so small that it was not worth sending new bills. She is making the corrections with administration fees.

SUPERVISOR REPORT - Supervisor Knepp stated that she was unable to attend the EMS meeting. A budget was presented at the meeting and forwarded to her. The biggest concern on the budget is payroll and benefits cost. The City of Charlevoix has indicated they will be participating the the EMS Authority. A formula is being developed for the portion each entity will be paying for EMS service.

ZONING ADMINISTRATOR REPORT - Jonathan Scheel presented a written report. Jonathan also turned in his resignation effective February 10, 2014. Ethel Knepp made a motion, supported by Doug Kuebler to accept Jonathan's resignation. Motion carried unanimously. Ethel Knepp made a motion, supported by Rich Burnett to advertise in the Petoskey News Review and the Charlevoix Courier to fill the Zoning Administrator vacancy.

ASSESSOR REPORT - Paul stated he has been preparing the roll and making adjustments, he is on schedule.

Marlene Golovich made a motion, supported by Doug Kuebler to adjourn at 9:35 p.m. Motion carried.

Respectively submitted

Marlene Golovich
Hayes Township Clerk

Minutes approved as written February 10, 2014