

**HAYES TOWNSHIP BOARD
MINUTES
August 8, 2016**

The regular meeting of the Hayes Township Board was called to order by Supervisor Ethel Knepp at 7:00 p.m. at the Hayes Township Hall, 09195 Old US 31 N., Charlevoix

Board members present were Marlene Golovich, Paul Hoadley, Jim Rudolph, Ethel Knepp and Robbin Kraft. Audience members signed in were Larry Sullivan, Grenetta Thomassey, Jim McMahan, Diane McMahan, Sharon Bagley, Marty Krupa, Larry Hansen, Calvin Penfold, Ron VanZee, David Zipp, Shirlene Tripp, Winnie Boal, Ben Cunningham, Matt Cunningham, Anne Kantola and George Lasater.

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

REVIEWED AGENDA – Added: Great Lakes Fisheries Trust Grant, Planner Contract

PUBLIC COMMENT – There were no comments.

TIP OF THE MITT PRESENTATION – Grenetta Thomassey from the Tip of the Mitt Watershed Council presented information on a project that Tipp of the Mitt and the Health Dept. of Northwest Michigan have partnered on. The goal of the project is to closely examine septic system policies for the entire watershed, identify any problems, and examine potential ways to solve them. Grenetta stated that the State of Michigan is the only State without a statewide code. She stated that ideally a statewide code would be best they are hoping that the County/Townships will be interested in implementing pilot programs.

AUDIT CONTRACT – Ethel Knepp made a motion, supported by Robbin Kraft to authorize the clerk to sign a contract with Hill-Schroderus & Co., LLP to perform the Townships audit.

Yays: Marlene Golovich, Robbin Kraft, Ethel Knepp, Jim Rudolph, Paul Hoadley

Nays:

Motion carried unanimously.

EMMET COUNTY EMS – Representatives from Emmet County met with Supervisor Knepp and Clerk Golovich to go over costs for providing ambulance service to a limited area within Hayes Township. At the meeting they indicated that Emmet County would base the fee on the taxable value of that area times .25 mills. Supervisor Knepp stated that based on the City of Charlevoix's fee calculations the City's fee would be a lot less to provide coverage for the same area. Emmet County stated they would like to provide run time data for the Township to consider. They presented the data (see attached) and Knepp produced the anticipated costs from the City of Charlevoix (see attached). Supervisor Knepp will follow up with the City of Charlevoix on their covering the area as well as their plan to provide service when the bridge is

closed. She will also ask Emmet Co. what they will charge us for coverage from now until the first of the year which is when their new billing cycle starts.

CAFETERIA BUILDING – Only one bid was received for the cafeteria building. It was from Haggards Plumbing for \$85,000.00 to remove the building at Township expense.

Ethel Knepp made a motion, supported by Jim Rudolph to not accept the bid from Haggards Plumbing & Heating. Motion carried unanimously.

Jim Rudolph made a motion, supported by Marlene Golovich to put the demolition of the cafeteria building out for bids with a June 1, 2017 completion date and bids to be received by November 1, 2016.

Yays: Jim Rudolph, Paul Hoadley, Ethel Knepp, Robbin Kraft, Marlene Golovich

Nays:

Motion carried unanimously.

ASSESSOR JOB REVIEW – Supervisor Knepp asked Assessor Kantola how she felt her job was going. Anne stated she feels good and that the previous assessor, Paul Hoadley, gave her a good foundation. Anne stated that she manages to get through each challenge with help from the County and State. Paul stated that her report demonstrates that she has been out and about within the township examining properties, all her reports have been filed on time and the State/County has not attached any factors to compensate for erroneous assessing.

Paul Hoadley made a motion, supported by Ethel Knepp to give Anne Kantola high marks for another year, job well done. Motion carried unanimously.

OFFICE MANAGER POSITION – Currently the office manager position salary is based on 15 hours a week at \$10.00 an hour. Because the manager is expected to use her own vehicle and often additional time to complete her duties Supervisor Knepp suggested the salary be based on 15 hours a week at \$15.00 an hour. Robbin Kraft stated that the deputies make \$15.00 an hour too.

Ethel Knepp made a motion, supported by Paul Hoadley to base the office manager position salary on 15 hours a week at \$15.00 an hour beginning immediately.

Yays: Jim Rudolph, Paul Hoadley, Ethel Knepp, Robbin Kraft

Nays:

Abstain: Marlene Golovich

Motion carried.

PROPANE CONTRACT – Marlene Golovich made a motion supported by Robbin Kraft to sign a contract to pre-buy 1000 gallons for the Township hall and 550 gallons for the fire hall at \$1.47.

ZONING ORDINANCE OFFICER POSITION – Supervisor Knepp asked Larry Sullivan if he had additional time to commit to his position as Ordinance Officer position. Larry stated that he is getting more familiar with the files and the zoning ordinance but 20 hours is not enough time to get all work done. While he is keeping pace with the new zoning application he feels he

does not have enough time to follow up on violations. Larry believes 30 hours would be more appropriate and give him more time to tackle historical problems.

Ethel Knepp made a motion, supported by Jim Rudolph to pay the Ordinance Officer for an additional 10 hours a week at the rate of \$18.25 an hour from for the weeks of August 7, 2016 through September 30, 2016 and from May 1 through September 30 for future years to allow extra time to address enforcement issues on the lakefront as well as all areas of the Township.

Yays: Jim Rudolph, Paul Hoadley, Ethel Knepp, Robbin Kraft, Marlene Golovich

Nays:

Motion carried unanimously.

GREAT LAKES FISHERY TRUST GRANT – Jim Rudolph made a motion, supported by Paul Hoadley to submit a grant application to the Great Lakes Fishery Trust for funding for a fishing pier to be built in conjunction with the proposed boat launch. Motion carried unanimously.

CLERK PRESENTS

MINUTES – Jim Rudolph made a motion, supported by Robbin Kraft to approve the July 11, 2016 regular meeting minutes as corrected. Motion carried unanimously.

INVOICES – Jim Rudolph made a motion, supported by Paul Hoadley to approve invoices totaling \$21, 234.47.

Yeas: Paul Hoadley, Marlene Golovich, Robbin Kraft, Jim Rudolph, Ethel Knepp

Nays:

Motion carried unanimously.

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

Clerk Golovich stated that she went to the Health Dept. and filled out an application for a type II water permit and has set up the water sample schedule needed for Camp Sea-Gull. Samples were sent in and have come back satisfactory.

CABIN RENTALS – Clerk Golovich received two requests for cabin rentals. The first request was to use one of the cabins for two days to store artist's supplies for a group that wants to host a plein-air artist class. They will not be staying overnight in the cabin but just laying out each artist's supplies for the two days of the class. They will be charging a fee to join the class.

Ethel Knepp made a motion, supported by Robbin Kraft to allow the plein-air artist to store their supplies in one of the cabins at Camp Sea-Gull for two days. In exchange they will make a

donation to the park. The group should install their own padlock on the building. Motion carried unanimously.

The second request was to rent cabins for overnight stay after hosting a birthday party at the park. A request was also made to rent the cafeteria building for the party.

Jim Rudolph made a motion, supported by Paul Hoadley to deny the rental of the cabins and the cafeteria for the party. The cabins are not safe for guests to spend the night. The Township is not prepared to rent the cafeteria building to the public. Motion carried unanimously.

ZONING ADMINISTRATOR REPORT – Larry Sullivan provided a written report and oral overview. Larry also asked if he could send an issue regarding the Moore Trust property on to the Township attorney for action. The Board consensus was yes.

PARKS AND RECREATION REPORT – The committee is putting together the annual picnic event at Camp Sea-Gull scheduled for August 21, 2016 from 1-4 p.m. Anne Kantola reported that a mailer card informing the public of the event could be printed for \$265.00 and Matt Berg stated he was still willing to pay for the postage to mail the cards. Ethel Knepp made a motion, supported by Robbin Kraft to authorize Anne Kantola to have the cards printed and mailed with the postage to be paid by Matt Berg to inform the residents of the annual picnic event.

Yays: Jim Rudolph, Paul Hoadley, Ethel Knepp, Robbin Kraft, Marlene Golovich
Nays:
Motion carried.

REPORT FROM PLANNING COMMISSION – Jim reported that the July PC meeting was canceled due to lack of agenda items.

TREASURERS REPORT – Robbin presented a written report. Robbin also stated that the board needs to adopt a resolution to set the dollar amount for refunds when taxes are over payed.

Robbin Kraft made a motion, supported by Jim Rudolph to adopt the following resolution;

WHEREAS, Individuals sometimes overpay their property tax bills; and

WHEREAS, Hayes Township does not want to incur costs to the Township to refund the overpayments of property taxes; and

WHEREAS, The Hayes Township Treasurer wishes to set a dollar amount cap on property tax overpayments to be refunded; and

NOW, THEREFORE, BE IT RESOLVED, that Hayes Township will refund all overpayments of taxes that exceed three dollars (\$3.00).

Resolution Adopted.

SUPERVISORS REPORT – Supervisor Knepp stated she has been busy with EMS meetings. She also stated she wanted to congratulate all the winners in the primary election.

TRUSTEE REPORT – Jim Rudolph stated that the Tip of the Mitt and the Lake Charlevoix Association are holding an event demonstrating ideal waterfront protection on August 11. He also stated it would be a good opportunity for any future members of the BOT. They will be leaving from Veterans Park in Boyne City. He also stated the NLEA is holding a picnic at Veteran Park on the same date and it is a good opportunity to find out what NLEA does in this area and offer to the Township.

Paul Hoadley asked if the Par Plan Ins. Co has issued the tax collection bond yet. Golovich stated that she has called and emailed repeated times without success. She stated she would call them again and if there is no response maybe the Township should look at a new insurance company.

Paul also asked the Clerk if she would look into a PA speaker system for the Township Hall. Residents often complain that they are unable to hear the board. Jim McMahon stated he would ask the Lions Club where they purchased theirs. Marlene will ask Dan Buday for a quote too.

ASSESSOR REPORT – Anne stated she is busy and tired.

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

Respectively submitted

Marlene Golovich
Hayes Township Clerk

Minutes approved as written September 12, 2016