

Hayes Township Board
Regular Meeting Minutes
September 9th, 2019
09195 Old U.S. N, Charlevoix, MI 49720

The September 9th, 2019 meeting of the Hayes Township Board was called to order by Supervisor Ron VanZee at 7:00 pm. at the Hayes Township Hall, 09195 Old US 31 N., Charlevoix, MI 49720.

Board members present were: Matt Cunningham (Trustee), Julie Collard (Treasurer), Warren Nugent (Clerk), Ron VanZee (Supervisor), Bob Jess (Trustee)

Also Present: Kristin Baranski (Recording Secretary/Deputy Clerk), Larry Sullivan (Zoning Administrator)

Audience Members signed in: Dee Janz, Gary Janz, David Zipp, Paul Hoadley, Bill Henne, Betty Henne, Doug Kuebler, Leslie Cunningham, Chris Cunningham, Mary Lou Wickowski, Pat Wickowski, Sharon Bagley, Mike Marr, Susan Pyke, Larry White, Marilyn Morehead, John Royal

PLEDGE OF ALLEGIANCE: Supervisor VanZee asked everyone to join him in the Pledge of Allegiance.

REVIEWED AGENDA:

Mr. Jess made a motion, supported by Mr. Cunningham, to approve the agenda.

Yeas: Matt Cunningham, Bob Jess, Julie Collard, Warren Nugent, Ron VanZee

Nays: None **Motion Carried**

Public Comments: Supervisor Van Zee opened public comments at 7:03 p.m. Public comments included: park host commented on two recent donations (\$2000.00 from former camper and a second donation specifically to replant flowers), recall election of 2018, former clerk and engineer were good at writing grants, concern township may have difficulties receiving grants, need

diagram of what was planted in rain gardens. Public comments closed at 7:07 p.m.

Approval of August 12th, 2019 BOT Minutes: The following items were corrected:

Line 36: Letter **will be** available at Hayes Township Hall attached to **approved** minutes.

Line 114: ~~Prop~~ **Parplan**

Mr. Nugent made a motion, supported by Ms. Collard, to approve the August 12th, 2019 Board of Trustees meeting as amended.

Yeas: Matt Cunningham, Bob Jess, Julie Collard, Warren Nugent, Ron VanZee

Nays: None **Motion Carried**

Treasurers Report: Ms. Collard presented a written report with an oral overview detailing all the current accounts held by Hayes Township. The township cash flow was also reviewed. Ms. Collard noted, per last BOT motion, the park accounts have been closed and the ParkLuck raised over \$4,300.00 through donations for the park. Ms. Collard acknowledged the Little Library and The Food Pantry and thanked Steve and Bonnie Katz for their generous donation. The Little Library and The Food Pantry should be installed on the Township property shortly and available to all.

Approval of Warrants: General Fund/Capitol Project:

Mr. Nugent made a motion, supported by Mr. Jess, to approve Township warrants in the amount of \$33,852.99. A roll call was taken.

Yeas: Matt Cunningham, Bob Jess, Warren Nugent, Julie Collard, Ron VanZee

Nays: None **Motion Carried**

Mr. Nugent presented the Hayes Township Accounts Cash Flow Information Chart. The chart included current funds, budgeted/restricted funds and available funds. Expected expenses and expected revenue were also presented.

County Commissioner Report: No report.

Zoning Administrator Report: A written report was presented by Mr. Sullivan detailing issued zoning permits, land divisions, nuisance complaints, zoning violations and short-term rental licenses. The full report is available for review at the township hall.

Planning Commissioner Report: Mr. Cunningham presented a Planning Commission report. The Planning Commission held their regular monthly meeting on August 20th, 2019. The Planning Commission passed a motion to grant Elmer's request to postpone the special use permit meeting until October 2019. Shawn Winter (Beckett & Raeder) continued to work with the commission to edit the Master Plan. The next Planning Commission meeting is September 17, 2019 at 7:00 pm at the Hayes Township Hall.

Zoning Board of Appeals Report: Did not meet in July 2019.

Parks and Recreation Report: Ms. Collard reported the Parks and Rec Committee met on September 4th, 2019. Pine Pointe representatives requested approval to lay and spread 25-30 yards of sand (from Sandtastic) at Eastern Avenue Beach, at no expense to the Township, in the spring of 2020, replace broken picnic table, approval to cut down dead trees, an ash can for firepit and for the swim area to be expanded in 2020 based upon survey of property. A geologist from North Central Michigan College (NCMC) is interested in one of the unbroken boulders from Camp Seagull as well as a broken sample for display on campus in one of the gardens. Ms. Collard also requested the BOT's approval to apply for a grant from the Community Foundation for signage for ALL Hayes Townships parks. The township would be responsible to contribute 10%. BOT approved the sand request, Ms. Collard will get pricing for picnic table and ash can, Township currently has two additional buoys and a permit from EAGLE is required, survey has been done multiple times but stakes go missing/need a more permeant markers, request from NCMC will be reviewed at another time, picnic tables will be stacked and broken one removed.

Mr. Nugent made a motion, supported by Mr. Jess, to apply for the Community Grant with a 10% Township contribution.

Yeas: Matt Cunningham, Bob Jess, Warren Nugent, Julie Collard, Ron VanZee

Nays: None **Motion Carried**

Trustee Report: Comments included what a great event the ParkLuck was. Mr. Cunningham suggested a need for a possible youth representation on the Parks and Rec committee.

Mr. Nugent made a motion, with support from Ms. Collard, to approve \$400.00 for up to 3 'OPEN WATER' banners for Hayes Township/Camp Seagull Park Fishing Pier. A roll call was taken.

Yeas: Bob Jess, Warren Nugent, Julie Collard, Ron VanZee

Recused: Matt Cunningham

Nays: None **Motion Carried**

Supervisor Report: Supervisor VanZee stated the necessity to clarify the appointment of Kristin Baranski to the Parks and Rec Committee is as a non-voting member.

Ms. Collard made a motion, supported by Mr. Cunningham, to appoint Kristin Baranski as a non-voting member of the Parks and Rec Committee. Yeas: Matt Cunningham, Bob Jess, Warren Nugent, Julie Collard, Ron VanZee

Nays: None **Motion Carried**

Supervisor Van Zee reported the Hayes Township/Camp Sea-Gull sign will be placed in the proper spot, the County Commission approved the rezoning of North Charlevoix Shores, employee evaluations are being conducted. BOT needs to review the job description for the zoning administrator (Shoreline responsibilities/resources/return calls) VanZee and Nugent will meet with assessor.

Consulting Engineer Report/Hayes Township Park Planning: VanZee suggested to conduct reviewing report and park planning as a workshop to enable the BOT to work out a strategy to open park, comply with granting agencies and address safety issues. After the August conference call with various granting agencies, a grantor viewed park/safety issues and the granting agencies are now willing to work with Township.

Grant/Phase 1 Timeline: May 2018 contract signed
July 2018 construction started
August 2019 Phase 1 completed (9 months behind schedule)

After prioritizing safety issues and concerns, the BOT developed a plan to open park in stages. Stage 1 will address the top half of the park, stage 2 will address the lower half of the park including the fishing pier and the stage 3 will address the shale wall and boat launch. Upon completion of the 3 stages, the BOT feels the park can be fully open summer of 2020.

STAGE 1: -Fence off/remove old playground equipment.
-Order a port-a-potty
-Install donated gate across road leading to lower level of park
-Install kiosk with park rules posted
-Place trash cans and picnic tables in designated picnic area
-Secure lock on electrical box near old cabins
-Fix broken fence posts near wetland area
-Install park sign in appropriate location
-Schedule burial of electrical lines

Stage 1 timeframe 3 weeks to complete.

Mr. Nugent made a motion, with support from Ms. Collard, to approve North Shore Dock quote #1216 in the amount of \$1,000.00 to remove misc. debris and garbage within the top area of the park. A roll call was taken.

Yeas: Matt Cunningham, Bob Jess, Warren Nugent, Julie Collard, Ron VanZee

Nays: None

Motion Carried

- STAGE 2:
- Guard rail installed on west side to close opening
 - Purchase and install escape ladders and gates on pier
 - Install USCG approved life rings and safety ropes on pier
 - Post safety signs in appropriate locations
 - Safety paint curb
 - Order port-a-potty
 - Fence off old cabins if not removed (approved spring 2019)
 - Cap exposed PVC pipes
 - Signage at top of hill regarding turning radius
 - Create and post park rules on lower level kiosk
 - Snow fence shall wall, rain gardens, grass walkway and any additional safety concern areas

Mr. Nugent made a motion, with support from Mr. Jess, to approve the amount of \$2,000.00 to purchase and install escape ladders and gates for fishing pier. A roll call was taken.

Yeas: Matt Cunningham, Bob Jess, Warren Nugent, Julie Collard, Ron VanZee

Nays: None

Motion Carried

Mr. Jess made a motion, with support from Mr. Cunningham, to approve a total of \$9,375.00 to Tip of the Mitt Welding to create and install 90' of guard railing. A roll call was taken.

Yeas: Matt Cunningham, Bob Jess, Warren Nugent, Julie Collard, Ron VanZee

Nays: None

Motion Carried

Stage 2 timeframe 45 days to complete.

Opening of either stage 1 or stage 2 will be pending approval from Township Risk Assessor and attorney.

STAGE 3: Addresses remaining safety issues (shale wall, grass pathway, rain gardens). Board will continue to schedule work as monies are

available (grant reimbursement and winter tax revenue). Beckett and Raeder will be instructed to prepare engineering plan and start obtaining estimates to ensure work can be scheduled early spring to open park as soon as possible for summer 2020.

Supervisor VanZee and Mr. Nugent will present township plan to open park I stages to the granting agencies.

Public Comments: Public comments opened at 8:59 pm. Comments included: concerns about raingardens, the need for the as built plans from Performance Engineering, raingardens not working, request for BOT to place Performance Engineering's response to Beckett & Raeder's report on website, Dr. Vitton's report on shale wall on website, Performance Engineering's proposal versus Becket and Raeder's. Public comments closed at 9:12 pm.

ADJOURNMENT: Mr. Jess made a motion, supported by Mr. Cunningham, to adjourn at 9:14 p.m.

Yeas: Matt Cunningham, Bob Jess, Julie Collard, Warren Nugent, Ron VanZee
Nays: None **Motion carried**

Respectfully Submitted,

Kristin Baranski
Hayes Township Deputy Clerk/Recording Secretary