

DRAFT**HAYES TOWNSHIP BOARD
MINUTES
November 12, 2018**

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

Supervisor VanZee asked to be joined in the pledge of allegiance.

Board members present were Warren Nugent, Bob Jess, Matt Cunningham, Julie Collard, and Ron VanZee. Audience members signed in were Paul Zardous, LuAnne Kozma, Ellis Bolles, Roy Griffiths, Chris Cunningham, Leslie Cunningham, Jim Malewitz, Marilyn Morehead, John Royal, Paul Hoadley, Doug McCombs, Grant Ohlson, Christine & Paul Schwenke, Dee Janz, Doug Kuebler, John Kughn, Dave Zipp, Laurie Abi-Saab, Omar & Patricia Feliciano.

REVIEWED AGENDA – Bob Jess made a motion, supported by Matt Cunningham to adopt the agenda as amended adding Great Lakes Fisheries Letter. Motion carried.

PUBLIC COMMENTS – Public comment was taken on high election turnout, and recognizing Paul Hoadley, Robbin Kraft, and Marlene Golovich for their service.

MINUTES – Bob Jess made a motion, supported by Matt Cunningham to approve the October 8, 2018 regular meeting minutes as written. Motion carried.

INVOICES/WARRANTS –Julie Collard made a motion, supported by Bob Jess to approve invoices totaling \$22,259.31 from the General Fund.

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

Nays:

Motion carried

TREASURERS REPORT – Julie Collard presented a written report with an oral overview detailing all the current accounts held by the township.

COUNTY COMMISSIONER REPORT – No report.

ZONING ADMINISTRATOR REPORTS – Larry Sullivan presented a written report with an oral overview. Bob Jess asked about the spoils from Camp Seagull on the Elmer's property. Larry is looking to see if zoning violations took place.

PLANNING COMMISSION (PC) REPORT – Bob Jess reported they Reviewed chapters 1 – 4 of the park master plan. Planning a public hearing on the park master plan as well. November 20 is the next meeting.

ZONING BOARD OF APPEALS (ZBA) REPORT – Matt Cunningham reviewed the Zoning Board of Appeals minute's. Also reviewed rules & procedures.

PARKS & RECREATION ADVISORY COMMITTEE – No Report as the committee didn't meet in October. Next meeting is December 5.

TRUSTEE REPORTS – Bob Jess welcomed any suggestions the public had for the board. Matt asked how do residents know who is on the Planning Commission. It was pointed out that they are listed on the township website. Julie stated she intended to rename the bank accounts with clearer names and will increase online banking access to get accurate up to date information. Julie also plans to condense tax accounts down to one account.

SUPERVISOR REPORT – Ron reported that the drop box at the township hall is installed and is being used. The Maple Grove road end signs are up as well. The treasurer computer needs to be replaced so Jim Schulman is looking at the capability needs so a proposal can be discussed. Ron talked with Adam at the Accident Fund to insure everyone who handles money is bonded not specific to person or position regarding the question about Ron moving tax money.

NEW BUSINESS – CHANGE ORDER #6 – Warren Nugent made a motion, supported by Julie Collard to accept change order #6 as written and authorize Ron VanZee to sign it.

Board Discussion. Bob Jess pointed out the high costs of the fines involved if the motion isn't passed. Bob Jess also stressed the short time that the board had to review the change order didn't allow enough time for a thorough review. Warren Nugent stressed the importance of the work being done in this bad weather needs to be of good quality and done safely. Jim Malewitz stated that if the rain gardens are completed now that the guarantee will still be valid.

Roll Call

Yays: Julie Collard, Ron VanZee, Warren Nugent

Nays:

Abstain: Bob Jess

Matt Cunningham recused himself from the discussion and the vote on the motion.

Motion carried

NEW BUSINESS – RULES OF PROCEDURE – Ron VanZee stated that our current rules and procedures were being reviewed and we may discuss and update at a future meeting.

NEW BUSINESS – TOWNSHIP NEWSLETTER – Julie Collard suggested we send a newsletter out with the tax mailing at the end of the month. She will coordinate the newsletter process. Any articles need to be to her by Friday the 16th.

NEW BUSINESS – TOWNSHIP AUTHORIZED SIGNERS – Bob Jess made a motion, supported by Julie Collard to authorize the Township Treasurer Julie Collard and Deputy Treasurer Kathy Donahue to be authorized signers to the Township tax bank accounts.

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

Nays:

Motion carried

Matt Cunningham made a motion, supported by Bob Jess to authorize the Township Treasurer Julie Collard, Deputy Treasurer Kathy Donahue, and Township Clerk Warren Nugent to be authorized signers to all other Township bank accounts.

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

Nays:

Motion carried

NEW BUSINESS – INVOICE DUE DATES – Ron VanZee made a motion, supported by Matt Cunningham that invoices must be received by the first of the month in order to be paid in that month when the board approves the warrants.

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

Nays:

Motion carried.

NEW BUSINESS – EMPLOYEE REVIEW – Ron VanZee stated his intensions to have the Township Board Members absorb the various non-clerk work and positions previously done by Marlene and Anne. The plans will be reviewed and discussed at a future board meeting.

NEW BUSINESS – GREAT LAKES FISHERIES – Ron VanZee made a motion, supported by Julie Collard to authorize Clerk Warren Nugent to send a letter to Great Lakes Fisheries requesting and extension of the fishing pier grant until June 15, 2019.

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

Nays:

Recused: Matt Cunningham

Motion carried

PUBLIC COMMENTS – Public comment was taken on having the pledge of allegiance on the agenda, no assessor report and the assessor attending the meetings, making the township packets more available to residents, and the road sign at the corner of Pincherry and Townline roads is missing.

Bob Jess made a motion, supported by Julie Collard to adjourn at 8:48 p.m.

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

Nays:

Motion carried

Respectively submitted

Warren Nugent
Hayes Township Clerk