

**HAYES TOWNSHIP BOARD
MINUTES
December 10, 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~~-Zardus, Roy Griffiths, Leslie Cunningham, Marilyn Morehead, John Royal, Grant Ohlson, Dee Janz, Doug Kuebler, Dave Zipp, Omar Feliciano, Frederick Parsens, Steven & Barbara Hernden, Warren & Cheri Bogan, Jerry Simpson, Frank Shepherd, Cliff & Michelle Biddick, Megan & Andrea Harmeling.

REVIEWED AGENDA – Warren Nugent made a motion, supported by Matt Cunningham, to adopt the agenda as amended adding Board of Review appointments, Parks & Recreation Committee board representative, and Road Committee.

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

Nays: None Motion carried

PUBLIC COMMENTS – Public comments were taken with Dave Zipp thanking the board for the BOT packets left out for meeting attendee's and suggesting that we hold off on making any ordinance decision on the legalization of marijuana.

MINUTES – Bob Jess made a motion, supported by Matt Cunningham, to approve the November 12, 2018 regular meeting minutes as corrected.

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

Nays: None Motion carried

INVOICES/WARRANTS –Julie Collard made a motion, supported by Bob Jess, to approve invoices totaling \$16,892.24 from the General Fund. A Roll Call Vote was taken.

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

Nays: None Motion carried

TREASURERS REPORT – Julie Collard presented written report with an oral overview detailing all the current accounts held by the township. A written report on Camp Seagull Phase One Finances was reviewed.

COUNTY COMMISSIONER REPORT – No report.

ZONING ADMINISTRATOR REPORT – Larry Sullivan presented a written report with an oral overview. He reported the Planning Commission ~~with~~ will hold a January 3rd public hearing to review and take comments on the Recreation Master Plan. There was no Zoning Board of Appeals meeting last month.

PLANNING COMMISSION (PC) REPORT – Matt Cunningham reported the Planning Commission met on November 20th and reviewed possible survey questions. They are looking to record future meetings and keeping the recording until the minutes are approved. The board is looking into a recording system for the meetings. The next Planning Commission meeting is scheduled for December 18th.

ZONING BOARD OF APPEALS (ZBA) REPORT – No Report – No ZBA meeting held.

PARKS & RECREATION ADVISORY COMMITTEE – Michelle Biddick reported the committee reviewed the Recreation Master Plan and made some suggestions for updates. The Park Committee is considering reducing members from 9 to 7. The committee plans to send a letter to the County to support putting an emphasis on Phases 4 & 5 of the bike trail. The Park Committee has openings and they need to be posted on the website. Member of the board thanked Omar, Michelle, Tom, and Roy for their efforts on the Recreation Master Plan.

TRUSTEE REPORTS – No Trustee reports were given.

SUPERVISOR REPORT – Ron VanZee reported that after discussions and a financial review with the firm Miller Canfield he recommends we pay off the \$250,000 loan from Charlevoix State Bank with the money we are expecting from the Waterways Grant. This will save the Township one month's finance charges. We hope to meet with the project contractor MDC to review options to pay the final project costs while waiting for grant money to arrive.

NEW BUSINESS – SNOW PLOWING BID – Warren Nugent made a motion, supported by Julie Collard, to accept and award the only snow plowing bid we received. A Roll Call Vote Taken

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

Nays: None Motion Carried

NEW BUSINESS – BOARD OF REVIEW (BOR) APPOINTMENTS – Ron VanZee stated that we need to re-appoint our Board of Review members. Bob Jess made a motion, supported by Matt Cunningham, to re-appoint Jim Rudolph to the BOR.

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

Nays: None Motion carried

Julie Collard made a motion, supported by Warren Nugent to re-appoint Omar Feliciano to the BOR.

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

Nays: None Motion carried

Matt Cunningham made a motion, supported by Julie Collard to re-appoint Janelle Kassien to the BOR.

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

Nays: None Motion carried

Warren Nugent made a motion, supported by Bob Jess to re-appoint Roy Griffiths as a BOR alternate.

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

Nays: None Motion carried

Warren Nugent made a motion, supported by Bob Jess to re-appoint Joni Hosler as a BOR alternate.

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

Nays: None Motion carried

NEW BUSINESS – PARKS & REC REATION BOARD REPRESENTATIVE – Matt Cunningham made a motion, supported by Julie Collard, to appoint Ron VanZee as the Board representative on the Parks & Recreation Committee.

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

NEW BUSINESS – NEW TREASURER COMPUTER PROPOSAL – Warren Nugent made a motion, supported by Matt Cunningham, to authorize the Township Treasurer Julie Collard to spend up to \$1500 to purchase and setup a new Laptop Computer. A roll call vote was taken.

Yays: Bob Jess, Matt Cunningham, Julie Collard, Ron VanZee, Warren Nugent
Nays: None Motion Carried

NEW BUSINESS – 2019 BOARD MEETING DATES – Warren Nugent made a motion, supported by Bob Jess, to adopt the 2019 Board of Trustee's meeting dates as submitted by Ron VanZee.

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

NEW BUSINESS – PLANNING COMMISSION OPENING – Bob Jess made a motion, supported by Julie Collard, to appoint Doug Kuebler to the open position on the Planning Commission.

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

NEW BUSINESS – ZBA BOARD REPRESENTATIVE – Warren Nugent made a motion, supported by Matt Cunningham, to appoint Bob Jess as the Board of Trustee's representative on the Zoning Board of Appeals.

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

NEW BUSINESS – PHASE 1 PAYMENT #5 – Warren Nugent made a motion, supported by Julie Collard, to pay phase 1 payment #5 as written for \$426,955.56 to MDC Contracting.

Roll Call Vote

Yays: Julie Collard, Ron VanZee, Warren Nugent

Abstain: Bob Jess

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

Nays: None Motion carried

Discussion. After making this payment to MDC the total remaining funds in the park accounts will be \$115,439.25. Leslie Cunningham commented we need to find out how much of this money will be coming from grants. Frank Shepherd questioned how much money will we have when the project is completed.

NEW BUSINESS – CHANGE ORDER #7 – Julie Collard made a motion, supported by Warren Nugent, to accept change order #6 as written and authorize Ron VanZee to sign it. Roll Call Vote

Yays: Julie Collard, Ron VanZee, Warren Nugent

Abstain: Bob Jess

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

Nays: None Motion carried

Board Discussion. The change order adds a barrier to the west side of the fishing pier, increases the cable size and voltage for the de-icer's costing an additional \$7,115. The change order also requests deduction's in the sea wall segmental, watermain, and sanitary sewer decreasing the cost by \$7,401. The Change order reduces total cost by \$286.

NEW BUSINESS – FEDERAL EMERGENCY MANAGEMENT – Ron Van Zee and Warren Nugent will review the FEMA forms that need to be completed to evaluate if the township attorney is needed to assist in this process at a cost of \$300.00. The board will take this up at the next meeting.

NEW BUSINESS – RECREATIONAL MARIJUANA – The board pushed back this discussion until the next board meeting to determine what ordinances are needed.

NEW BUSINESS – RULES OF PROCEDURE – Discussed the revised Rules of Procedure proposed by the township attorney. The board would like to see the previous rules to compare them before addressing this further at a future meeting.

NEW BUSINESS – RECORDING SECRETARY – Bob Jess made a motion, supported by Warren Nugent, to advertise for a Recording Secretary for the Board of Trustee's, Planning Commission, and Zoning Board of Appeals meetings. Roll Call Vote.

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

Nays: None Motion carried

PUBLIC COMMENTS – Public comments were taken asking will Performance Engineering charge us more for the work order #7, why no Assessor Report available, the zoning report wasn't available to the audience, and we should refer to Camp Seagull as Hayes Township Park. Public Comment closed at 8:26.

ADJOURNMENT – Warren Nugent made a motion, supported by Matt Cunningham, to adjourn at 8:27 p.m.

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

Nays: None Motion carried

Respectively submitted

Warren Nugent
Hayes Township Clerk