

---

**HAYES TOWNSHIP BOARD  
MINUTES  
January 12, 2015**

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, Robin Kraft, Doug Kuebler and Ethel Knepp. Rich Burnett was absent. Audience members were Zoning Administrator Ron VanZee, Jim McMahon, Annie Kantola, Warren Nugent, George Lasater, Greg Seese, and Dan Thorp.

Supervisor Knepp asked to be joined in the Pledge of Allegiance

**REVIEWED AGENDA** – Added Amend Budget

**PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS** – Dan Thorp, Fire Chief from Charlevoix Township, presented a five year contract for fire services to be provided by Charlevoix Township. The five year contract will result in a savings of approximately \$10,000.00 per year. A few small changes were suggested and the contract will be on the February Board of Trustees meeting.

**BOARD OF REVIEW** - Marlene Golovich made a motion, supported by Ethel Knepp to set the dates for BOR as follows: March 3, 2015, 4:00 p.m. to accept the tax role, March 09, 2015, 9:00-12:00 noon. & 1:00-4:00 p.m. and March 10, 2015, 1:00-4:00 p.m. & 6:00-9:00 p.m. to hear appeals. Motion carried unanimously. Notice must be published

**CITY OF CHARLEVOIX AMBULANCE** – Marlene Golovich made a motion, supported by Robbin Kraft to authorize Supervisor Knepp to sign the contract for Ambulance Service to be provided by the City of Charlevoix. Contract amounts to be adjusted annually.

Yays: Doug Kuebler, Ethel Knepp, Robbin Kraft, Marlene Golovich

Nays:

Absent: Rich Burnett

**POLICY** - Ethel Knepp made a motion, supported by Marlene Golovich to adopt the Township Board Policy on Ethics (see attached), removing Section 3.16 and renumbering accordingly and add to policy book. Motion carried unanimously. Additional policies will be adopted at future meetings and added to the book.

**PLANNING COMMISSION APPOINTMENTS** – Ethel Knepp made a motion, supported by Robbin Kraft to reappoint Jim Rudolph and Cliff Biddick for a three year term on the Hayes Township Planning Commission. The terms will expire January 15, 2019. Motion carried unanimously.

---

**SCHULMANN WEDDING** – Jo Schulman contacted the Township asking if her daughter could get married at Camp Sea-Gull. The wedding will be held in August and may require the use of the park for two days. They will need access to the recreation building and use of the rest room in the building. They have not completed plans but the tentative plan is to host the rehearsal dinner in the recreation building the night before the wedding and hold the wedding outside (weather permitting) the next day. The family will pay up to \$1000.00 to clean up the recreation building and clean up the grounds around that area. It was explained to the family that the park would not be closed to accommodate the event and that at this time no alcohol was allowed in the park. Board consensus was to allow the park to be used for the wedding and details need to be worked out.

**CLERK PRESENTS**

**MINUTES** Robbin Kraft made a motion, supported by Doug Kuebler to approve the December 8, 2014 Regular Meeting Minutes as corrected. Motion carried unanimously.

**BUDGET AMENDMENT** – Ethel Knepp made a motion, supported by Robbin Kraft to amend the following line items 101-253-703 Treasurer (Deputy Treasurer Pay) \$500.00 increasing the total budgeted amount to \$1500.00, and decreasing line items 101-253-800 Treasurer (Services/Education) by \$500.00 reducing the total budgeted amount to \$500.00.

Yays: Doug Kuebler, Ethel Knepp, Robbin Kraft, Marlene Golovich

Nays:

Absent: Rich Burnett

**INVOICES** – Doug Kuebler made a motion, supported by Ethel Knepp to approve invoices totaling \$16,585.29.

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

Nays:

Absent: Rich Burnett

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

**ZONING ADMINISTRATOR REPORT** – Zoning Administrator, Ron VanZee, presented a written report with an oral overview. The Planning Commission has granted an extension for a rezone hearing. If the applicant wishes to withdraw his application should the fee be refunded? Board consensus was to refund the money only if the meeting has not been noticed and published. Ron asked for guidance on a property where a property split was approved and recorded but the split created a non-conforming accessory building. Board consensus was that the split was granted to the applicant in good faith and while it may not have been granted correctly it is no fault of the applicant. Ron should notify the applicant of the non-conformity but no action will be taken to correct the mistake.

---

**PARKS & RECREATION COMMITTEE** – Warren Nugent reported that the Parks & Recreation Committee met to prepare for the joint meeting of the Board and P & R Committee. The Committee would like to hire Ferguson and Chamberlain to survey and stake the proposed road. Clerk Golovich will contact John Ferguson for a price to do the job.

**REPORT FROM PLANNING COMMISSION** – Doug reported that the PC did not have a December meeting.

**TREASURERS REPORT** - Robbin Kraft presented a written report.

**SUPERVISORS REPORT** – Ethel stated she been attending a lot of meetings and reminded the Board that the annual Road Commission meeting was January 27 at 5:00 p.m.

Without objection the meeting was adjourned at 8:30 p.m.

Respectively submitted

Marlene Golovich  
Hayes Township Clerk

Minutes approved as written February 9, 2015