

**HAYES TOWNSHIP BOARD  
MINUTES  
May 11, 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 Rich Burnett and Ethel Knepp. Audience members were Zoning Administrator Ron VanZee, Shirlene Tripp, George Lasater, Jim McMahon, Anne Kantola, Linda Adams, Warren Bogan, Betty Henne, Bob Jess and Warren Bogan.

Supervisor Knepp asked to be joined in the Pledge of Allegiance

**REVIEWED AGENDA** – Added Amend Budget, Assessor and MNRTF Grant Resolution

**PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS** – No Public Comments

**CHARLEVOIX PUBLIC LIBRARY** – Linda Adams, director of the Charlevoix Public Library gave an annual overview of library finances and uses. She stated that the library averages three to four hundred people a day and that the finances were steady and strong.

**CROWD FUNDING** - Omar Feliciano gave an overview on crowdfunding and the costs associated with it. The P & R Committee asked Omar to research how crowdfunding was done in hopes to utilize it for fund raising for the Camp Sea-Gull Park. The software cost is approximately \$500.00, a domain name fee of \$10.00 and a startup fee to Omar would be \$1000.00 with an additional monthly fee of approximately \$100.00. The Township will need to secure a way to accept credit cards. The Township will also be responsible for getting the word out about the crowd funding via social media, newsletters and web page.

Robbin Kraft made a motion, supported by Doug Kuebler to move forward with the set up and fees necessary to create a crowd funding.

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

Nays:

Motion carries unanimously.

**PARK HOST** – Anne Kantola stated that the committee to interview and recommend a person/couple for the volunteer host position at Camp Sea-Gull has selected Robert Tummy and his wife. It was a tough decision as all applicants were qualified but the Tummy's have prior park maintenance/management experience. One applicant was looking for a year round position but at this time the Township is not set up to offer that.

Ethel Knepp made a motion, supported by Doug Kuebler to offer the volunteer host position at Camp Sea-Gull to Robert Tummy. Motion carries unanimously.

**MOWING BIDS** – Marlene Golovich made a motion, supported by Rich Burnett to award the township hall mowing bid to B & G Enterprises @ \$59.00 per time to mow and \$24.00 an hour for any additional labor.

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

Nays:

Motion carries unanimously.

**MAPLEGROVE ROAD** – The Charlevoix County Road Commission prepared and engineers estimate to improve the seasonal portion of Maple Grove Rd to be removed from the seasonal road designation so it can be plowed in the winter. The estimate was \$227,756.00. The Board agreed no action to be taken at this time.

**ROCKY BEACH STREET** - Rich Burnett made a motion, supported by Doug Kuebler to authorize the supervisor and treasurer to sign an easement for encroachment for property located in the Township of Hayes, Charlevoix County, Michigan, on Rocky Beach Street within the recorded plat of the Village of Bayside Lots 1-8, block 2, ALSO the 20 feet of the alley as vacated Liber 238, page 757, abutting said lots. Motion carries unanimously.

**TAX FORECLOSURE PROPERTY** – Ethel Knepp made a motion, supported by Doug Kuebler to authorize the Treasurer to sign the waiver for first right of refusal for property located at 06031 Rock Beach Road, tax ID # 007-251-006-10.

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

Nays:

Motion carried unanimously.

**ASSESSOR** – Paul Hoadley, the townships current assessor, has announced his plans to retire July 1, 2015. Resident Anne Kantola has taken the courses and tests necessary to get her assessors license. Paul Hoadley stated that he believes the Township will benefit from having a resident of the township do the assessing and with Anne’s background as an appraiser and realtor she would be perfect for the job. The assessor is an at-will employee and therefore can be replaced if the township determines that his/her job duties are not being fulfilled. Paul has been working with Anne to show her how he does the assessing and how to maintain the assessing files and Paul stated that he would continue to work with her as needed. Paul hopes that the Township would just offer the job to Anne rather than advertising for the position. Ethel Knepp made a motion, supported by Marlene Golovich to hire Anne Kantola for the assessors position effective July 1, 2015.

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

Nays:

Motion carries unanimously.

**MNRTF GRANT RESOLUTION** – Ethel Knepp made a motion, supported by Doug Kuebler to adopt the following resolution

WHEREAS, Hayes Township Board of Trustees supported the submission of an application titled, Camp Sea-Gull Boat Launch, Application number TF15-0183 to the Michigan Natural Resources Trust Fund for development of a boat launch at the Hayes Township Park, Camp Sea-Gull; and,

WHEREAS, the proposed application is supported by the Community's 5 Year Approved Parks and Recreation Plan; and,

WHEREAS, Hayes Township has made a financial commitment to the project in the amount of \$876,705.00 matching funds, in cash and/or force account; and,

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

Hayes Township General Fund	\$393,305.00
DNR Waterways	\$483,400.00
Total	\$876,705.00

NOW THEREFORE, BE IT RESOLVED THAT Hayes Township hereby authorized submission of a Michigan Natural Resources Trust Fund Application for \$300,000.00, and further resolve to make available a local match through financial commitment and donations(s) of \$876,705.00 of a total \$1,176,705.00 project cost, during the 2015 – 2016 fiscal years and further resolve this resolution clarifies resolution number 03052015 of 2015 previously submitted with the MNRTF grant application number TF15-0183

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

Nays:

Motion carried unanimously.

### **CLERK PRESENTS**

**MINUTES** – Rich Burnett made a motion, supported by Doug Kuebler to approve the April 13, 2015 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 101-756-980 Recreation and Cultural ( Equipment) \$1293.00 increasing the total budgeted amount to \$7293.00, and decreasing 101-756-930 Recreation and Cultural (Maintenance) funds by \$1293.00 making the total budgeted amount to \$54,707.00.

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

Nays:

Motion carried unanimously.

**INVOICES** – Doug Kuebler made a motion, supported by Rich Burnett to approve invoices totaling \$22,675.50.

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

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 there will be a workshop on the new FOIA laws held on May 19. She would like to attend but has a conflict with a Planning Commission meeting. She will ask the PC if their meeting could be moved.

Clerk Golovich gave an oral report on the office manager's position. She also reported on volunteer days stating that the host house interior was painted, the arts & crafts room cleaned out, old mattresses disposed of, some raking done and leaves cleaned from roadway. She also stated that the buildings need a padlock system to make them accessible, furniture for the host house, survey stakes to mark road edges.

**ZONING ADMINISTRATOR REPORT** – Zoning Administrator, Ron VanZee, presented a written report with an oral overview. Ron stated he met with the neighbor adjacent to Camp Sea-Gull regarding the non-conforming fence he installed. While the fence is a benefit for the Township it must be conforming. Ron suggested that he could donate, sell or lease 6 inches of his property to the Township or go before the ZBA for a variance to make the fence legal. The Township would be willing to share the expense of a ZBA meeting. Supervisor Knepp will contact our attorney for suggestions on how to handle this.

**PARKS & RECREATION COMMITTEE** – Bob Jess reported that to complete his assessment of which cabins may be ready for rental this summer all the water needs to be on at the park. He stated that some of the cabins would be safe enough to rent as rustic camping especially the cabins on the east waterfront and a couple on the hill. Clerk Golovich will instruct Craig to get it done ASAP. There is one more clean-up volunteer day scheduled for May 30.

**REPORT FROM PLANNING COMMISSION** – Doug reported that the PC is working on ordinance updates with the help of Mary Campbell from M.C. Planning and Design. The PC has scheduled a work meeting for May 14.

**TREASURERS REPORT** - Robbin Kraft stated she contacted the treasurer at the Charlevoix Community Pool and he will send her their budget.

**SUPERVISORS REPORT** – Ethel stated she attend the Court of Appeals hearing in Grand Rapids regarding Eastern Ave. Beach. The attorneys gave oral arguments and we are waiting for the written decision.

**TRUSTEE REPORT** – Rich stated that the MTA meeting was a discussion about digitizing township records. He has information about the company presenting at the meeting if the township is interested. Doug asked when the township was going to get started on the new entrance. He stated we will need a culvert, driveway permit and permission from the RC. Clerk will contact the RC.

**ASSESSOR** – Paul stated that Jeff from Charlevoix County Equalization is resigning to take a position in Harbor Springs. Jeff is using BS&A for all assessing and zoning documents and Paul could help Hayes get started doing the same.

Without objection the meeting was adjourned at 9:47 p.m.

Respectively submitted

Marlene Golovich  
Hayes Township Clerk

Minutes approved as written June 8, 2015