
**HAYES TOWNSHIP BOARD
MINUTES
April 8, 2013**

The regular meeting of the Hayes Township Board was called to order by Supervisor Ethel Knepp at 7:30 p.m.

Board members present were Marlene Golovich, Ethel Knepp, Rich Burnett, Douglas Kuebler and Robbin Kraft. Audience members were Jonathan Scheel, Dave Zipp, Paul Hoadley, Warren Bogan, Warren Nugent, and George Lasater.

Supervisor Knepp asked to be joined in repeating the Pledge of Allegiance.

REVIEWED AGENDA – Added Budget Amendment, Master Plan & Recreation Plan Updates, Front Door Landscaping.

PUBLIC COMMENTS – County Commissioner George Lasater stated the County will be hiring a new Director for the Commission on Aging. He asked if anyone had an opinion on any of the candidates they **can** call him at home.

BUDGET WORK MEETING – Ethel Knepp made a motion, supported by Marlene Golovich to hold the budget work meeting immediately following the regular Board meeting on May 13, 2013. Motion carried unanimously.

ELECTED OFFICIALS PAY – Ethel Knepp made a motion, supported by Rich Burnett to raise the elected officials pay by the rate of inflation 2.4% and to also raise the pay of the Zoning Administrator and Assessor by the same 2.4%.

Roll Call

Marlene Golovich	Yes
Robbin Kraft	Yes
Ethel Knepp	Yes
Jim Rudolph	Yes
Doug Kuebler	Yes

Motion Carried.

ANNUAL MEETING AND BUDGET HEARING - Marlene Golovich made a motion, supported by Ethel Knepp to hold the Budget Hearing on June 10, 2013 at 7:00 p.m. with the Annual Meeting of the Electorate immediately following and the Regular Board Meeting immediately following the Electorate meeting. Motion carried unanimously.

FEE SCHEDULE – Zoning Administrator gave an overview of the job duties involved in overseeing the Short Term Rental Ordinance License application and recommended an application fee of \$200.00. Robbin Kraft

stated that because of the work involved a reapplication fee of \$500.00 should be adopted. Robbin Kraft made a motion, supported by Ethel Knepp to establish a \$200.00 application fee for a Short Term Rental License and a \$500.00 reapplication fee for a Short Term Rental License.

Roll Call
Robbin Kraft Yes
Ethel Knepp Yes
Rich Burnett Yes
Doug Kuebler Yes
Marlene Golovich Yes

Motion carried.

Zoning Administrator, Scheel, stated that for this year’s summer rental season he will honor any rentals already booked prior to the applicants application for STR License. Any rentals booked after Labor Day 2013 and into the future must adhere to all requirements in the Short Term Rental License Ordinance. The Board was in agreement with this.

MOWING BIDS – An advertisement will be placed for bids for mowing the Township Hall and Undine Cemetery area in the News Review and Courier. Discussion was held on adopting a bidding policy to include the limits of the dollar amounts that need competitive bids, how often recurring jobs need to be bid and the criteria for adopting the bids. Paul Hoadley stated he thought a bidding policy was a good idea. Everyone will know what to expect. Warren Nugent stated that in his line of work if someone was doing a good job at a fair price there was no need to bid the job every year. Doug Kuebler stated he thought bidding the jobs every year was a way to make it fair to everyone. Marlene Golovich stated she was concerned about the added cost of bidding recurring jobs every year.

PRIVATE ROAD NAME - Motion by Ethel Knepp, supported by Marlene Golovich, to adopt the following Resolution

WHEREAS Charlevoix County Equalization Department has notified Hayes Township that they wish to have a private road named in Section 4 T 33N R7W for the future welfare of the residents; and

WHEREAS the Equalization Department is asking that the Township Board pass a resolution naming the access easement/drive that sits on these properties (see attached document) so the Equalization Department may coordinate the County Numbering System within this properties; and

THEREFORE IT SHALL BE RESOLVED the Hayes Township Board shall name this private road “Henny Lane (Pvt)” for the parcels involved as shown on the attached document.

Motion carried unanimously.

AMERICAN WASTE CONTRACT – Rich Burnett made a motion, supported by Robbin Kraft authorizing the Clerk to sign a contract with American Waste for the 2013 spring clean-up June 6, 7, 8 at \$64.00 per

compacted yard. Motion carried unanimously.

CLERK PRESENTS

MINUTES – Rich Burnett made a motion, supported by Doug Kuebler to approve the March 11, 2013 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 101-247-800 Board of Review (Services & Education) \$50.00 increasing the total budgeted amount to \$450.00; 101-247-910 Board of Review (Publication/Printing) 31.30 increasing the total budgeted amount to 531.30; 101-265-980 Township Hall (Improvements) \$5200.00 increasing the total budgeted amount to \$7200.00; 101-336-930 Public Safety (Fire Protection Maintenance) \$10,751.00 increasing the total budgeted amount to \$11450.00 and decreasing the surplus funds by \$16,032.30.

Roll Call

Marlene Golovich	Yes
Robbin Kraft	Yes
Ethel Knepp	Yes
Rich Burnett	Yes
Doug Kuebler	Yes

Motion carried.

INVOICES – Doug Kuebler made a motion, supported by Rich Burnett to approve invoices totaling \$24,273.21.

Roll Call

Doug Kuebler	Yes
Rich Burnett	Yes
Ethel Knepp	Yes
Robbin Kraft	Yes
Marlene Golovich	Yes

Motion carried.

PACER ASSET MANAGEMENT – Clerk Golovich contacted the Emmet County Road Commission to ask for their asset management plan they use for rating the condition of their roads and the repairs needed. They currently use the Pacer Asset Management plan and copies were provided to the Board. Emmet County also shared information regarding upcoming meetings they recommend on road repair management. Doug Kuebler stated he thought road management and repairs was a function of the Charlevoix County Road Commission and they should be advising us on repair needs. Marlene Golovich stated Hayes Township has been coming up with their road repair needs and it is not based on any concrete long term plan. She would like to see the Township develop their own plan based on the fact that the Township taxpayers pay for all road work done within Hayes Township and she believes the road millage money and general fund money spent on roads should be managed with a plan. Paul Hoadley stated that he would like to see something done at the Township level to develop a

policy for road work. Supervisor Knepp will contact Pat Harmon and Jim Vanek from the Charlevoix County Road Commission to attend our May Board meeting to discuss roads.

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

TREASURERS REPORT - Robbin Kraft stated that personal property reminders were sent out.

REPORT FROM PLANNING COMMISSION – Doug Kuebler stated that the PC approved two Special Use Permits on US 31N. Both were landscaping in nature. He also stated the DEQ will be holding a public hearing regarding the application from American Waste at our Township Hall on April 17. The public is welcome to attend and make comments. The PC will be discussing an application for a storage facility on US 31 N near the Americinn Hotel at their April meeting. The MI Supreme Court ruled that local governments are responsible for failed septic systems but may pass the cost of repairs on to the individual.

SUPERVISORS REPORT – Ethel Knepp stated she would be attending a soil erosion meeting to elect members to the Storm Water Appeals Board.

TRUSTEE REPORT – Rich Burnett stated he attended the MTA meeting and discussion was about providing broadband to outlying areas. ZA Scheels stated he has had communication from a provider wanting to co-locate on the Brown Rd. tower.

ZONING ADMINISTRATOR REPORT – Jonathan Scheel presented a written report with an oral overview. He also stated he thinks it is necessary to do a Phragmites survey again this spring.

BLIGHT ADMINISTRATOR REPORT – Tammy Hopkins sent a written report.

FRONT DOOR LANDSCAPING - The Board agreed that fill dirt should be brought in to change the pitch of the run off away from the building. Clerk Golovich to arrange for the dirt to be brought in and contact Craig Golovich to spread the fill to correct the pitch away from the building and reseed the grass.

MASTER PLAN AND RECREATION PLAN – The Board agreed to have Mary Campbell from MC Planning and Design assist the Planning Commission with the updates needed to the Master Plan and Recreation Plan.

Rich Burnett made a motion, supported by Doug Kuebler to adjourn at 9:20 p.m. Motion carried unanimously.

Respectively submitted

Marlene Golovich
Hayes Township Clerk

Minutes approved as corrected May 13, 2013