

Hayes Township Board
Regular Meeting Minutes
February 10, 2020
09195 Old U.S. N, Charlevoix, MI 49720

The February 10, 2020 meeting of the Hayes Township Board was called to order by Supervisor Ron VanZee at 7:00 pm. at the Hayes Township Hall, 09195 Old US 31 N., Charlevoix, MI 49720.

Board members present were: Matt Cunningham (Trustee), Julie Collard (Treasurer), Warren Nugent (Clerk), Ron VanZee (Supervisor), Bob Jess (Trustee)
Also Present: Kristin Baranski (Recording Secretary/Deputy Clerk)
Audience Members signed in: Connie Foster, Jeff Willard, David Thorp, Dave Christiansen, Doug Kuebler, Roy Griffitts, Doug McCombs, Fredrick Parsons

PLEDGE OF ALLEGIANCE: Supervisor VanZee asked everyone to join him in the Pledge of Allegiance.

REVIEWED AGENDA:

The following items were added to agenda:

- 13a. Letter from Bryan Graham (Hayes Township Attorney) regarding FOIA
- 13b. Wilmont Electric proposal (electrical outlet at fishing pier)
- 13c. Attorney review regarding final boat launch invoice/billing
- 13d. Cabins at Hayes Township Park/Camp Seagull

The following item was corrected on agenda:

- 5. Approval of Regular Meeting Minutes of January ~~13, 2019~~, **13, 2020** and Special Meeting Minutes January 29, 2020.

The following item was moved on the agenda:

- 9. Hayes Township Fire Chief – Dan Thorpe moved to 4.a following Public Comments
- Mr. Nugent made a motion, supported by Ms. Collard, to approve the agenda as amended.
Yeas: Matt Cunningham, Julie Collard, Warren Nugent, Ron VanZee, Bob Jess
Nays: None **Motion Carried**

PUBLIC COMMENTS: Public comments opened and closed at 7:05 pm. No public Comment.

APPROVAL OF JANUARY 13, 2020 BOT MINUTES:

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Mr. Nugent made a motion, supported by Mr. Cunningham, to approve the January 13, 2020 Board of Trustees minutes as amended.

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

Nays: None **Motion Carried**

APPROVAL OF JANUARY 29, 2020 BOT SPECIAL MEETING MINUTES:

Ms. Collard made a motion, supported by Mr. Nugent, to approve the January 29, 2020 Board of Trustees Special Meeting Minutes minutes as presented.

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

Nays: None **Motion Carried**

HAYES TOWNSHIP FIRE CHIEF- DAN THORPE: Fire Chief Dan Thorp gave an oral report. The new fire station in Charlevoix County is working out well for the crew. The contract with Hayes Township will expire in May 2020. After review by Mr. Thorp, he feels that the current contract (with discount) has been on point for both parties. Trustees will contact suggested parties regarding water access for fire department (launch at end of Burgess) and Mr. Jess will contact XXXXXX regarding the inefficient tank on site. Mr. Nugent will follow up with furnace company that serviced fire hall furnace in the fall of 2019 regarding status of furnace.

TREASURES REPORT: Ms. Collard presented a written report with an oral overview detailing all the current accounts held by Hayes Township. The township cash flow was also reviewed. An additional \$80,000-\$100,000 is expected to be deposited from taxes into road fund. Ms. Collard is working on scheduling the Township spring cleanup and will announce as soon as she is able to book a date. The Hayes Township food pantry received a very generous gift from a resident in the form of a gift card to fill in items needed in pantry.

APPROVAL OF WARRANTS, CASH FLOW REPORT, GRANT STATUS, CONSTRUCTION WARRANTS, BUDGET YEAR TO DATE:

Mr. Nugent presented the warrants for January 2020.

Mr. Nugent made a motion, supported by Ms. Collard, to approve Township warrants in the amount of \$20,154.19. A roll call was taken.

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

Nays: None **Motion Carried**

COUNTY COMMISSIONER REPORT: No report.

ZONING ADMINISTRATOR REPORT: An oral report was presented by acting interim Zoning Administrator VanZee detailing zoning activity.

PLANNING COMMISSION REPORT: Mr. Cunningham gave an oral report. The Planning Commission met on January 24, 2020. The Planning Commission held a public hearing to hear public comments about the Master Plan. Upon receiving comments, the Planning Commission adopted the plan and sent it to the Hayes Board of Trustees. The Shoreland Committee presented a shoreland plan that was approved. The Planning Commission will meet on Tuesday, February 18, 2020 at 7:00 pm.

ZONING BOARD OF APPEALS REPORT: Did not meet in January 2020. ZBA organizational meeting on Wednesday, February 12, 2020 at 7:00 pm.

PARKS AND RECREATION REPORT: Ms. Collard gave an oral report on the Parks and Rec Committee. The Parks and Rec Committee met on January 30, 2020 for a Special Meeting and had the February meeting on Monday, February 3, 2020. The committee worked on 2020 priorities and Ms. Collard presented each Board Member with a list to review for next meeting. A major concern for committee to work on is maintenance costs for all parks.

TRUSTEE REPORT: None

SUPERVISOR REPORT: None

ROAD COMMITTEE APPOINTMENTS:

Warren Nugent made a motion, supported by Matt Cunningham, to appoint Doug Kuebler to the Hayes Township Road Committee.

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

Nays: None **Motion Carried**

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Matt Cunningham made a motion, supported by Bob Jess, to appoint David Zipp to the Hayes Township Road Committee.

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

Nays: None **Motion Carried**

Bob Jess made a motion, supported by Julie Collard, to appoint Jeffery Willard to the Hayes Township Road Committee.

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

Nays: None **Motion Carried**

2020 ROAD PROJECTS: The Board of Trustees reviewed the engineers estimate from Charlevoix County Road Commission for 1.42 miles of road project in Bay Shore (north of U.S. 31). The estimated project costs received is \$385,276.00. The township is still waiting to hear about a possible grant contribution from the Tribe.

Mr. Nugent made a motion, supported by Ms. Collard, to approve Charlevoix County Road Commission to put the Bay Shore project out for bid.

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

Nays: None **Motion Carried**

RESOLUTION ADOPTING THE HAYES TOWNSHIP MASTER PLAN:

HAYES TOWNSHIP
CHARLEVOIX COUNTY, MICHIGAN

HAYES TOWNSHIP BOARD OF TRUSTEES
RESOLUTION ADOPTING THE
HAYES TOWNSHIP MASTER PLAN
Resolution 021020

WHEREAS, the Michigan Planning Enabling Act (MPEA) authorizes municipal planning commissions to prepare a "master plan" pertinent to the future development of the municipality; and

WHEREAS, the Planning Commission has prepared a draft Master Plan for the municipality, to update and replace its previous Master Plan; and

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WHEREAS, the Township Board of Trustees authorized the distribution of the draft Master Plan to the general public and the various entities as required by the MPEA, for review and comment purposes; and

WHEREAS, the proposed Master Plan was made available to the various entities and the general public as required by the MPEA, and a public hearing thereon was held by the Planning Commission on January 24, 2020 pursuant to notice as required by MPEA; and

WHEREAS, the Planning Commission finds the proposed Master Plan as submitted for the public hearing is desirable and proper, and furthers the land use and development goals and strategies of the Township, and has passed a resolution recommending that the Township Board of Trustees adopt the plan;

NOW, THEREFORE, the Hayes Township Board of Trustees resolves to adopt the new Master Plan including all the text, charts, tables, maps, and descriptive and other matter therein intended by the Planning Commission to form the complete Master Plan, including the Future Land Use Map.

CERTIFICATE

I hereby certify the foregoing resolution was approved by a majority of the Hayes Township Board of Trustees by a roll call vote at a regular meeting of the Board held on February 10, 2020 in compliance with the Open Meetings Act.

Motion by: Warren Nugent

Seconded by: Matt Cunningham

Roll Call Vote:

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

Nays: None

Absent: None

Abstain: None

Warren Nugent, Clerk, Hayes Township Board of Trustees

Date

Ron Vanzee, Supervisor, Hayes Township Board of Trustees

Date

CHANGE MARCH 2020 BOARD OF TRUSTEES MEETING DATE: The Presential Primary election date is March 10, 2020 therefore to allow for set up the night before the March 2020 Board of Trustees meeting will take place on March 16, 2020 at 7:00 pm. at the Hayes Township Hall.

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LETTER FROM BRYAN GRAHAM REGARDING FOIA: Hayes Township attorney Bryan Graham offered to update the Hayes Township FOIA (Freedom of Information Act) policy with a summary for \$250.00. Hayes Township adopted the current FOIA policy on August 11, 2014 (no FOIA worksheet attached to adopted policy).

Warren Nugent made a motion, with support from Bob Jess, to approve for Bryan Graham to put together an updated FOIA policy together for the township for \$250.00. A role call was taken.

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

Nays: None **Motion Carried**

WILMONT ELECTRIC PROPOSAL: The design of the Fishing Pier requires the cord to cross over the fishing pier from electrical source to bubbler placement. An additional electrical source would allow the bubblers to be plugged in on either side of the pier. Wilmont Electric submitted a proposal for \$1,165.00 to add additional electrical outlets to eliminate the need for extension cords. Mr. Jess confirms this is a fair price for scope of work.

Warren Nugent made a motion, with support from Bob Jess, to approve the Wilmont proposal as presented. A role call was taken.

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

Nays: None **Motion Carried**

ATTORNEY REVIEW/FINAL CONSTRUCTION BILLING: Supervisor VanZee spoke with Hayes Township attorney Bryan Graham regarding the final construction billing. Due to personal reasons, Bryan Graham will not be able to review paperwork in the near future. Supervisor VanZee recommends Todd Millar (represented previous Hayes Township Clerk in a civil suit) to review paperwork recommend how township should proceed.

Bob Jess made a motion, with support from Matt Cunningham, to approve Supervisor Ron VanZee and Treasurer Julie Collard to represent Hayes Township Board of Trustees at a meeting with Todd Millar regarding invoicing and contract with Performance Engineering. A roll call was taken.

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

Nays: None **Motion Carried**

CABINS AT HAYES TOWNSHIP PARK/CAMP SEAGULL: Dan Thorpe has agreed to utilize the 5 cabins at Hayes Township/Camp Seagull Park for crew training purposes. This would

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eliminate the need to have cabins demoed as well as present a training exercise for department. Township will be responsible for removal of ashes and debris.

Julie Collard made a motion, with support from Bob Jess, to approve Fire Department to raise specified cabins at Camp Seagull Park during training exercises.

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

Nays: None **Motion Carried**

PUBLIC COMMENTS: Public comments opened at 8:12 pm. On March 12, 2020 the Charlevoix Rod and Gun Club will host an event regarding CPLs (rules, insurance coverage, etc). Event is open to the public.

ADJOURNMENT: Mr. Jess made a motion, supported by Mr. Cunningham, to adjourn at 8:16 p.m.

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

Nays: None **Motion carried**

Respectfully Submitted,

Kristin Baranski
Hayes Township Deputy Clerk/Recording Secretary