

AGENDA
HAYES TOWNSHIP BOARD OF TRUSTEES
January 10, 2022
7:00 PM
Hayes Township Hall
9195 Major Douglas Sloan Road
Charlevoix, Michigan 49720

Join Zoom Meeting
<https://us02web.zoom.us/j/86154713740?pwd=YXFDdDFIN1ZIN2laVDdnYTFLK0lOZz09>
Meeting ID: 861 5471 3740
Passcode: 997567
+1 312 626 6799 US (Chicago)

1. Call to Order
2. Pledge of Allegiance
3. Review and Approval of Agenda
4. Public Comment unrelated to Agenda Items
5. Approval of Regular Meeting Minutes of December 13, 2021
6. Treasurers Report
7. Clerks Report: Approval of Warrants
8. Reports: County Commissioner, Zoning Administrator, Planning Commission Representative, Parks and Rec, Zoning Board of Appeals, Trustee's, and Supervisor Reports

NEW BUSINESS

9. Charlevoix County Parks Millage Resolutions
10. Board of Review appointments/reappointments
11. Zoning Board of Appeals appointments/reappointments
12. 2022 Board of Review Meeting Dates
13. Asset Test Resolution and Poverty Guidelines
14. Hayes Township Fee Schedule (add electronic version for monthly packets)
15. Public Comments

ADJOURN MEETING

Welcome to Hayes Township Board of Trustees Meeting. We are glad you could join us as we discuss the future of our Township as well as attend to the day to day obligations.

1. The agenda is typically prepared in advance of the meeting so that the board and the public have an opportunity to prepare for our meeting. There may other issues that arise between when it is prepared and meeting time, we may make amendments or adopt as presented.
2. Public Comment is a time when the public may speak on any subject concerning the township.
3. The first real order of business prior to beginning new business is to approve the minutes of the previous meeting. This allows the board to correct any errors and provide an accurate record of that meeting.
4. Approval of warrants: The Board of Trustees is responsible as a whole to ensure that your tax dollars are spent wisely and that expenditures are accurate and properly accounted for. Each member of the board is equally responsible. The Clerk or Deputy Clerk prepare and sign checks for invoices submitted. The Treasurer reviews all invoices against the checks to again check for accuracy. After the warrants are approved by the board, the Treasurer signs and disburses the checks to each vendor.

The next few items on the agenda are the reports from different aspects of the Township and the County. By hearing those reports ahead of new business, it allows the board to have a better understanding of the township as a whole preparing them for better decisions.

To best facilitate a hybrid meeting (in person as well as ZOOM) for the public, please adhere to the following guidelines:

In person attendance

1. Doors to the hall will open at 6:45 pm
2. Please voluntarily provide a name for the record
3. Please hold all comments until the appropriate designated public comment agenda item
4. To maintain an orderly meeting while providing opportunity for the public to be heard, Planning Commission Chairman will call names in appropriate order
5. We ask that you voluntarily state your name for the record
6. Direct all comments to the planning commission
7. Keep comments brief and to the point (3 minutes per person); deputy clerk will advise when time is up
8. Do not speak while others are speaking
9. Minutes may not be yielded to other speakers.

Via ZOOM attendance

1. Upon signing into the meeting, please voluntarily provide a name for the record
2. All ZOOM participants will be admitted from the waiting room prior to the start of the meeting
3. All ZOOM participants will remain muted until called on during the appropriate designated public comment agenda item
4. Please raise your hand to be called on during public comments
5. Direct all comments to the planning commission
6. Keep comments brief and to the point (3 minutes per person); participant will be muted at 3 minutes
7. Minutes may not be yielded to other speakers.

Hayes **Township** Board
Regular Meeting Minutes
December 13th, 2021
Hayes Township Hall
Zoom ID 812 6625 0226
9195 Major Douglas Sloan Road
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1 The December 13th, 2021 meeting of the Hayes Township Board was called to order by
2 Supervisor Ron VanZee at 7:00 pm.

3
4 Board members present were: Matt Cunningham (Trustee), Julie Collard (Treasurer), Doug
5 Kuebler (Trustee), Kristin Baranski (Clerk), April Hilton (Deputy Clerk/Recording Secretary)
6 Excused: Ron VanZee (Supervisor)
7 Audience Members signed in: Joe Stopped, Shirlene Tripp, Paul Hoadley, Tim Boyko, Ron
8 Liscombe, Ellis Boal, Luanne Kozma, Bob Adams.

9
10 **CALL TO ORDER**

11 Supervisor Ron VanZee called the meeting to order at 7:00 pm.

12
13 **PLEDGE OF ALLEGIANCE**

14
15 **REVIEWED & APPROVED AGENDA**

16 Mr. Kuebler made a motion, supported by Mr. Cunningham, to approve the agenda as
17 presented.

18 Yays: Matt Cunningham, Julie Collard, Doug Kuebler, Kristin Baranski, Ron VanZee

19 Nays: None Motion Carried

20
21 **PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS**

22 Public comment opened and closed at 7:02. No comments

23
24 **APPROVAL OF NOVEMBER 8TH, 2021 BOT MINUTES**

25 Mr. Kuebler made a motion, supported by Ms. Baranski to approve the November 8th, 2021
26 Board of Trustees minutes as presented.

27 Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler

28 Nays: None Motion Carried

29
30
31 **TREASURERS REPORT**

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Ms. Collard presented a written report reporting all Hayes Township account balances.
Treasurer report is attached to minutes.

CLERKS REPORT: APPROVAL OF WARRANTS

Clerk, Ms. Baranski, presented the warrants in the amount of \$28,789.70.

Ms. Collard made a motion, supported by Ms. Baranski, to approve Township warrants in the amount of \$28,789.70. A roll call was taken.

Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler

Nays: None **Motion Carried**

Mr. Kuebler made a motion, supported by Mr. Cunningham, to approve the Charlevoix County Road Commission invoice in the amount of \$203,256.89, for the paving of See Road.
A roll call was taken.

Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler

Nays: None **Motion Carried**

COUNTY COMMISSIONER REPORT

Mr. Jess presented the County Commissioner report.

PARKS AND REC. REPORT

Ms. Collard presented the Parks and Rec. Report. The full report is available at the Township Hall.

PLANNING COMMISSION

Mr. Cunningham presented the Planning Commission Report. The next Planning Commission meeting is December 21st, 2021.

ZONING BOARD OF APPEALS

Zoning board of appeals did not meet.

ZONING ADMINISTRATOR REPORT

Ron VanZee presented a Zoning Administrator report. A copy of the report is attached to the minutes.

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SUPERVISOR REPORT: Ron VanZee presented a Supervisor report.

**JOEL STOPPEL PRIVATE ROAD NAME RESOLUTION: “HIGH MEADOW TRAIL” EASEMENT
OFF OF MURRAY ROAD**

HAYES TOWNSHIP RESOLUTION
PRIVATE ROAD NAME
121321A

Motion by Ms. Baranski supported by Ms. Collard to adopt the following:

WHEREAS Joel Stoppel, Property Owner, is asking the Hayes Township Board of Trustees to pass a resolution naming the created easement, as a result of a property split that sits on his property so the Equalization Department can coordinate the County Numbering System within this property, and

THEREFORE, IT SHALL BE RESOLVED the Hayes Township Board of Trustees shall name this ingress/egress access High Meadow Trail for the parcels involved as shown on an attached survey provided by Joel Stoppel. The requestor is to purchase and install the appropriate road sign.

Motion carried.

I, Kristin Baranski, Clerk for the Township of Hayes, County of Charlevoix certify that the above Resolution was adopted at a regular meeting of the Hayes Township Board of Trustees on Monday, December 13, 2021.

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**BETHANY LUTHERAN CHURCH REZONE RESOLUTION: AGRICULTURAL (A) TO
NEIGHBORHOOD COMMERCIAL (C-1)**

**Amendment To the Hayes Township Zoning Ordinance
Charlevoix County, Michigan**

NOTICE OF ADOPTION

**It is Ordained that the Hayes Township, Charlevoix County, Michigan Zoning Ordinance, shall further
be amended as follows:**

BETHANY LUTHERAN CHURCH REZONE

WHEREAS the Hayes Township Planning Commission held a hearing October 26th, 2021 per Section
10.01 of the Zoning Ordinance to take public comment on a request from Bethany Lutheran Church to
rezone from A-1 Agricultural to Neighborhood Commercial (C-1) for approximately 1.4-acre parcel with
property number 15-007-118-004-35 located at 11906 U.S. 31 N and recommended rezoning the
property based on the request is supported by the Township Master Plan, and

WHEREAS the Charlevoix County Planning Commission reviewed the proposed rezone at their
November 4th, 2021 meeting recommending the rezone request, and

THEREFORE IT SHALL BE RESOLVED the Hayes Township Board approves the rezone of approximately 1.4
acres with property number 15-007-118-004-35 located at 11906 U.S. 31 N from A-1, Agricultural to
Neighborhood Commercial (C-1), and shall herein cause the Zone District Map to be amended as such.

**This Amendment may be purchased or inspected at the office of the Hayes Township clerk, 09195
Major Douglas Sloan Road, Charlevoix on Mondays from 9:00 a.m. – 12:00 p.m. This Amendment was
adopted at the regular meeting of the Hayes Township Board on December 13, 2021 and shall be
effective upon the expiration of 7 days after publication provided no notice of intent to file a petition
is submitted to the Township Clerk.**

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Mr. Kuebler made a motion, supported by Mr. Cunningham, to adopt the Bethany church rezone from Agricultural to Neighborhood Commercial of approximately 1.4 acres. A roll call was taken.

Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler

Nays: None **Motion Carried**

2021 MICHIGAN FORFEITURE REPORT

Mr. Cunningham made a motion, supported by Mr. Kuebler, to approve Ron VanZee to respond to the State of Michigan Department of State Police regarding the forfeiture report.

Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler

Nays: None **Motion Carried**

LAKE CHARLEVOIX EMS BUILDING

RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENT TO ISSUE
CAPITAL IMPROVEMENT BONDS AND DECLARATION OF INTENT TO REIMBURSE

TOWNSHIP OF HAYES
County of Charlevoix, State of Michigan

Minutes of a regular meeting of the Township Board of the Township of Hayes, County of Charlevoix, State of Michigan, held on the 13th day of December, 2021, at 7:00 p.m. prevailing Eastern Time.

The following preamble and resolution were offered by Mr. Cunningham and supported by Mr. Kuebler:

WHEREAS, the Township of Hayes, County of Charlevoix, State of Michigan (the "Township"), intends to authorize the issuance and sale of one or more series of general obligation limited tax capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in an amount not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) to pay all or part of the cost to acquire, construct, furnish and equip various capital improvements within the Township, consisting generally of improvements to the Township's fire

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station to improve and equip the facility to operate as an EMS facility, together with all related site improvements, appurtenances and attachments (the "Project"); and

WHEREAS, a notice of intent to issue bonds must be published before the issuance of the aforesaid bonds in order to comply with the requirements of Section 517 of Act 34; and

WHEREAS, the Township intends at this time to state its intention to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the Township for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Clerk is hereby authorized and directed to publish a notice of intent to issue the Bonds in the *Petoskey News Review*, a newspaper of general circulation in the Township.

2. The notice of intent shall be published as a display advertisement not less than one-quarter (1/4) page in size in substantially the form attached to this Resolution as Exhibit A.

3. The Township Board does hereby determine that the foregoing form of Notice of Intent to Issue Bonds, and the manner of publication directed, is adequate notice to the taxpayers and electors of the Township, and is the method best calculated to give them notice of the Township's intent to issue the Bonds, the purpose of the Bonds, the security for the Bonds, and the right of referendum of the electors with respect thereto, and that the provision of forty-five (45) days within which to file a referendum petition is adequate to insure that the Township's electors may exercise their legal rights of referendum, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. The Township makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

(a) The Township reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from funds of the Township subsequent to sixty (60) days prior to today.

(b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$1,500,000.

(c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that

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evidences the Township's use of the proceeds of the Bonds to reimburse the Township for a capital expenditure made pursuant to this resolution.

5. The Township Board hereby approves the engagement of Miller, Canfield, Paddock and Stone, P.L.C. as bond counsel in connection with the issuance of the Bonds.

6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler
Nays: None Motion Carried
RESOLUTION DECLARED ADOPTED.

FOOD PANTRY NEW ACCOUNT RESOLUTION

HAYES TOWNSHIP, CHARLEVOIX COUNTY

ACCOUNT SIGNATURE RESOLUTION

Resolution 121321D

Ms. Collard made a motion, supported by Ms. Baranski to adopt the following resolution to allow Treasurer Julie Collard to open an account at Charlevoix State Bank, Charlevoix and deposit all Food Pantry Donation monies from the General Fund account into this account.

WHEREAS, the State provides under the Revised Statutes of 1846, Chapter 41, Section 65 that the Township Treasurer and the Township Clerk be authorized signers of Township Bank accounts, and

WHEREAS, the State provides under the Revised Statutes of 1846 Chapter 41, Sections 69 and 77 that the Township Treasurer and the Township Clerk appoint a Deputy Treasurer and a Deputy Clerk with all powers of the Township Treasurer and Clerk, and

THEREFORE IT SHALL BE RESOLVED, the Hayes Township Board recognizes the following people to be authorized signers on all bank accounts; Julie Collard, Treasurer; Kristin Baranski, Clerk; Lisa Kuebler, Deputy Treasurer; and April Hilton, Deputy Clerk.

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HAYES TOWNSHIP FEDERAL PROCUREMENT CONFLICT OF INTEREST POLICY (ARPA FUNDS)

The Board of Trustee's came to a census to research and discuss the best policy for the township for the Federal Procurement Conflict of Interest Policy, which is a requirement regarding ARPA Fund. The Township will continue discussion after the new year.

SET 2022 MEETING DATES

Ms. Baranski made a motion, supported by Ms. Collard to approve the 2022 Board of Trustee meeting dates as presented.

Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler

Nays: None **Motion Carried**

PUBLIC COMMENTS: Public comments opened at 8:01 pm. Public comments include appreciation for the Community Coffee the township has been hosting the first Thursday of the each month, a response to the Supervisors report regarding ZOOM meetings, expiration of Law zoning permit, lawsuit costs, lawsuit to force ZBA to hear case.

Public comments closed at 8:02 p.m.

ADJOURNMENT: Mr. Cunningham made a motion, supported by Mr. Kuebler, to adjourn at 8:02 p.m.

Yeas: Matt Cunningham, Julie Collard, Ron VanZee, Kristin Baranski, Doug Kuebler

Nays: None **Motion Carried**

Respectfully Submitted,

April Hilton

Hayes Township Deputy Clerk/Recording Secretary

January 2022 Treasurer Report

(As of January 5, 2022)

Charlevoix State Bank

1. General Fund-\$369,681.98
(\$159,681.98 available, \$210,000 Restricted Reserve)
2. Tax Account-\$551,535.78 (restricted Treasury Funds)
3. Township Warrant Checking-\$49,017.58
4. Pantry-\$1,095.68
4. ARPA (restricted funds)-\$100,757.30

Forefront

4. Metro Account Revenue Sharing-\$58,564.10
5. Prime Share Account-\$134.48

Horizon Bank (formerly TCF)

6. Road Fund (RESTRICTED FUNDS)-\$283,369.64

Type	Name	Memo	Amount
101 Char. State Bank Check 2643			
Check	SPECTRUM	MODEM/TELEPHONE	-92.92
Check	CHARLEVOIX COUNTY EQUALIZATION	FINAL PAYMENT AERIAL IMAGERY	-4,039.00
Check	KOTESKEY BROTHERS ESCAVATING	HAYES TOWNSHIP PARK FINAL BILL	-1,625.00
Check	US BANK	COPIER/OVERAGES	229.39
Check	ELECTION SOURCE	ANNUAL MAINTENANCE CONTRACT	-615.00
Check	BOYNE COUNTRY PROPANE	PROPANE FIRE BARN/HALL	-740.28
Check	COMMON ANGLE	ANNUAL WEBSITE HOSTING	-354.00
Check	QUILL	SUPPLIES	-400.41
Check	GFL ENVIRONMENTAL	WASTE REMOVAL	-260.15
Check	GRET LAKES ENERGY	ELECTRIC HALL/BARN/LIGHTS/PARK	-467.75
Check	VISA	CRASH PLAN/TRUSTREAM/PANTRY/ZOOM	-1,712.11
Check	IRS	38-2352841	-2,976.50
Check	STATE OF MICHIGAN	38-2352841	-589.82
Paycheck	ALISA ABINEY	12/01/2021-12/31/2021	-2,183.14
Paycheck	JERRY SIMPSON	12/01/2021-12/31/2021	-417.47
Paycheck	APRIL HILTON	12/01/2021-12/31/2021	-525.52
Paycheck	OMAR FELICIANO	12/01/2021-12/31/2021	-156.99
Paycheck	MARILYN MOREHEAD	12/01/2021-12/31/2021	-78.50
Paycheck	ARTHUR E BAJOS	12/01/2021-12/31/2021	-74.89
Paycheck	STEVE BULMANN	12/01/2021-12/31/2021	-74.89
Paycheck	REX GREENSLADE	12/01/2021-12/31/2021	-74.89
Paycheck	JULIE COLLARD	12/01/2021-12/31/2021	-1,949.23
Paycheck	RON VAN ZEE	12/01/2021-12/31/2021	-3,397.29
Paycheck	KRISTIN BARANSKI	12/01/2021-12/31/2021	-2,326.11
Paycheck	DOUG KUEBLER	12/01/2021-12/31/2021	-300.14
Paycheck	MATTHEW B. CUNNINGHAM	12/01/2021-12/31/2021	-361.20
Paycheck	ROY GRIFFITTS	12/01/2021-12/31/2021	-647.54
Paycheck	GREG STAUFFER	12/01/2021-12/31/2021	-44.05
Paycheck	BECKY STAUFFER	12/01/2021-12/31/2021	-44.05
Paycheck	LESLIE CUNNINGHAM	12/01/2021-12/31/2021	-44.04
Paycheck	PAUL ZARDUS	12/01/2021-12/31/2021	-44.05
pPaycheck	GREG DENZINGER	12/01/2021-12/31/2021	-74.89

Type	Name	Memo	Amount
Paycheck	JAMES RUDOLPH	12/01/2021-12/31/2021	-63.09
Paycheck	LAURA WHITE	12/01/2021-12/31/2021	-151.97
			-26,677.49
			-26,677.49

Total 101 Char. State Bank Check 2643

TOTAL

White - Done
→ second
Kush
Roll Call

Hayes Township Board of Trustees 2021 Year in Review

JANUARY

- Reappointments to PC- (3 year term) Morehead; Greenslade
- Accept resignations/fill vacancies BOR- Biddick; Denzinger
- Award bid to Drost for Hayes Township Park shoreline stabilization

FEBRUARY

- Signed Intergovernmental Agreement creating Ambulance Authority
- Adopted Hayes Township Donation and Fundraising Policy
- Charlevoix County Aerial Imagery Resolution Signed
- Resolutions for Charlevoix County Millage Grants
- Camera purchased for hall for virtual meeting attendance
- Resolution Hayes Township Park Site Plan, Community Foundation

MARCH

- Approved funds to advertise bid request for Shale Wall fence
- Award bid to B&G for removal of 4 shoreline cabins at Hayes Township Park

APRIL

- Presentations by Charlevoix Chamber of Commerce and Charlevoix Public Library
- Appoint Doug Kuebler to Recreation Authority
- Accept Beckett & Raeder proposal to oversee the shale wall fence bid process
- Budget work meeting

MAY

- Appoint Julie Collard to Recreation Authority
- Request bids for road projects

JUNE

- Annual budget meeting
- Adopted the MTA Principles of Governance
- Resolution to close Capital Project Accounts
- Accepted Bid for Susan Shore Road/See Road project
- Bayside Park Community meeting

JULY

- Appointed election workers for August election
- Title work approved for Bayside Park

AUGUST

- Lake Charlevoix EMS Authority approved by voters
- 2018/2019 State Audit completed

SEPTEMBER

- Honored 13 service members killed in Afghanistan
- Clean Title acquisition approved by Title Company on Bayside Park

OCTOBER

- Major Douglas Sloan Road Dedication
- Appointed Julie Collard to Chair Parks and Rec and Laura White to Vice Chair
- Removed dead trees at cemetery
- Approved election workers for November election

NOVEMBER

- American Rescue Plan Act Account Resolution/New account for ARPA funds
- Nature Interpretive Signs Installed at Hayes Township Park/Township

DECEMBER

- Stoppel private road name "High Meadow Trail"
- Bethany Lutheran Church Rezone
- Lake Charlevoix EMS building- Intent to issue Capital Bonds
- Food Pantry Account Resolution/New account for pantry donations
- Holiday food donation/Fruit & Ham bags distributed to community

Application Resolution
Resolution NO. 01102022a

WHEREAS, Julie Collard, Treasurer and of Hayes Township has the authority to construct, operate and maintain the Hayes Township Park Camp Sea Gull Pavilion; and

WHEREAS, Julie Collard is requesting a \$10,000.00 appropriation from the Charlevoix County Board of Commissioners; and

WHEREAS, Julie Collard desires to enhance, provide or create the Pavilion to meet the needs of users in Charlevoix County;

THEREFORE BE IT RESOLVED by **Hayes Township** that, pursuant and subject to all of the terms and provisions of the Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding; and

BE IT FURTHER RESOLVED that **Julie Collard** of **Hayes Township** is hereby authorized and directed to cause the necessary data to be prepared and application to be signed and filed with the County of Charlevoix;

Vote: Ron Van Zee, Julie Collard, Doug Kuebler, Matt Cunningham, Kristin Baranski

Ayes:

Nayes:

Abstain:

Absent:

Motion Approved

Passed and adopted at a meeting of Hayes Township on the 10th day of January 2022.

Signature

Kristin Baranski, Clerk

Date

I, Kristin Baranski, Hayes Township Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Hayes Township Board of Trustees at a monthly meeting on 01/10/2022.

Kristin Baranski, Clerk

Date

Ron VanZee, Supervisor

Date

Application Resolution
Resolution NO. 01102022b

WHEREAS, Julie Collard, Treasurer and of Hayes Township has the authority to construct, operate and maintain the Hayes Township Bayside Park tier walkway access to Lake Michigan; and

WHEREAS, Julie Collard is requesting a \$10,000.00 appropriation from the Charlevoix County Board of Commissioners; and

WHEREAS, Julie Collard desires to enhance, provide or create the Hayes Township Bayside Park tier walkway access to Lake Michigan to meet the needs of users in Charlevoix County;

THEREFORE BE IT RESOLVED by **Hayes Township** that, pursuant and subject to all of the terms and provisions of the Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding; and

BE IT FURTHER RESOLVED that **Julie Collard** of **Hayes Township** is hereby authorized and directed to cause the necessary data to be prepared and application to be signed and filed with the County of Charlevoix;

Vote: Ron Van Zee, Julie Collard, Doug Kuebler, Matt Cunningham, Kristin Baranski

Ayes:

Nayes:

Abstain:

Absent:

Motion Approved

Passed and adopted at a meeting of Hayes Township on the 10th day of January 2022.

Signature

Kristin Baranski, Clerk

Date

I, Kristin Baranski, Hayes Township Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Hayes Township Board of Trustees at a monthly meeting on 01/10/2022.

Kristin Baranski, Clerk

Date

Ron VanZee, Supervisor

Date

TOWNSHIP OF HAYES
Resolution No. 01102022 C

At a regular meeting of the Hayes Township Board held at the Hayes Township Hall
09195 Major Douglas Sloan Road, Charlevoix, Michigan 49720 on January 10, 2022.

Present: Supervisor Ron VanZee, Treasurer Julie Collard, Clerk Kristin Baranski, Trustee
Matt Cunningham, Trustee Doug Kuebler
Absent: None

The following resolution was made by Julie Collard and supported by Kristin Baranski,
to-wit:

ASSET LEVEL TEST

WHEREAS PA 390 of 1994 states that the poverty exemption guidelines established by
the governing body of the local assessing unit shall also include an asset level test.

WHEREAS an asset test means the amount of cash, fixed assets or other property that
could be used, or converted to cash for use in the payment of property taxes. The asset
test is calculated based on a maximum amount permitted and all other assets above that is
considered as available;

WHEREAS the homestead of persons, who in the judgment of the board of review, by
reason of poverty, are unable to contribute to the public charges is eligible for exemption
in whole or part from taxation under Public Act 390, 1994 (MCL 211.7u); and

WHEREAS pursuant to PA 390, 1994 Hayes Township, Charlevoix County adopts the
following guidelines for the board of review to implement. The asset level test shall
include but not be limited to the specific income of the claimant and all persons residing
in the household, including any property tax credit returns, filed in the current or
immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

1. Be an owner of and occupy as a homestead the property for which an exemption
is requested.
2. File a claim with the board of review, accompanied by federal and state income
tax returns for all persons residing in the homestead, including any property tax
credit returns filed in the immediately preceding year or in the current year.
3. Produce a deed, land contract, or other evidence of ownership of the property for
which an exemption is requested if requested.
4. Meet the Federal poverty income standards as defined and determined annually
by the United States Office of Management and Budget.

5. Provide a list of asset valuations, including cash on hand, fixed assets, and any other property that could be used, or converted to cash for use in the payment of property taxes.
6. The board of review shall not include the homesteaded property to calculate the asset level.
7. If the combined total of cash on hand, fixed assets, and any other property values exceed the Federal Poverty Guidelines by one (1) times no exemption is allowed

NOW, THEREFORE, BE IT RESOLVED the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and these are communicated in writing to the claimant.

RESOLUTION DECLARED ADOPTED.

TOWNSHIP OF HAYES

By: _____
Kristin Baranski, Clerk

I, the undersigned, the Clerk of the Township of Hayes, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by said municipality of Charlevoix County at its regular meeting held in January 2022 relative to adoption of the resolution herein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: January 10, 2022

Kristin Baranski, Clerk

Adopted August 10, 2020

HAYES TOWNSHIP FEE SCHEDULE

TYPE OF APPLICATION/PERMIT	Fee
ZONING PERMITS Applications shall be filed in writing with the Zoning Administrator, and shall be signed by the applicant, or by his or her authorized agent. Enclosed a check payable to Hayes Township in the appropriate amount. Zoning Permit Fee is as follows: Projects costing between \$20,000 and \$70,000 Projects costing between \$70,001 and \$100,000 Projects in excess of \$100,000 If a zoning Permit expires and needs to be re-issued, the Zoning Permit application fee will be ½ of the original zoning permit application fee, as long as no changes are made from the original zoning permit application. Zoning Permit After the Fact Replanting Shoreland Protection Additional inspections of replanting Shoreland Protection/Landscaping (each time) *	50.00 Minimum 70.00 90.00 90.00 plus 10.00 for each increment of 20,000 over 100,000 Double Original Fee 100.00 50.00
BOARD OF APPEALS Initial Application Subsequent meeting when tabled at the request of the applicant for more than 10 days	700.00 590.00
REZONING REQUEST Contiguous Parcels	200.00
SPECIAL LAND USE/SPECIAL APPROVAL REQUESTS (Residential) Cottage Industry Dog Kennels	100.00 100.00
SITE PLAN/DEVELOPMENT PLAN REVIEW, SPECIAL USE PERMIT PUD's, Commercial, Industrial Developments or Site Condominiums Single Family Subdivision Plat Application Review - Each Phase of Review	300.00 300.00
RE-PUBLISHING FEE	Actual Cost
LAND DIVISION APPLICATION or RECONFIGURATION	150.00
SIGN PERMIT	50.00
SPECIAL MEETING REQUEST Example: Each Planning Commission Member @85.00, Chairman @110.00, Secretary @150.00 and Zoning Administrator @\$110.00.	Actual Cost of members and staff present
SHORT TERM RENTAL LICENSE FEE Application Fee Rental License After the Fact Re-Application Fee	200.00 Double Original Fee 500.00
COPIES Zoning Ordinance - Resident/Non Resident Comprehensive Plan - Resident/Non Resident Freedom of Information Act (FOIA), mailing list, minutes etc Per Page Per Hour Per Month Copy of all documents provided in the packets prepared for and mailed to the Board of Trustees or Township Commissions (paid in advance)	20.00 20.00 .10 12.00 30.00 <i>per year</i>
NON-SUFFICIENT FUNDS (NSF) Effective 07/13/09	Cost of Bank Charges
HALL RENTAL Resident Request for key day before date rented Funeral Dinner All Hall Rentals are subject to Hayes Township residency & deposit	100.00 50% of rental fee No Charge
SEE REVERSE SIDE FOR MORE FEES	

