

# AGENDA

## HAYES TOWNSHIP BOARD OF TRUSTEES

7:00p.m. June 13, 2022

Hayes Township Hall

9195 Major Douglas Sloan Road

Charlevoix, Michigan 49720

### ZOOM

<https://us02web.zoom.us/j/81346517030?pwd=RytPSGJlbEZvWnNKY0hGMTczWW1MUT09>

Meeting ID: 813 4651 7030

Passcode: 355823

+1 312 626 6799 US (Chicago)

1. Call to Order
2. Pledge of Allegiance
3. Review and Approval of Agenda
4. Public Comments
5. Approval of Regular Meeting Minutes of March 15<sup>th</sup>, 2022
6. Treasurers Report
7. Clerks Report: Approval of Warrants
8. Reports: County Commissioner, Zoning Administrator, Planning Commission, Zoning Board of Appeals, Parks and Recreation, Trustee's, and Supervisor Reports.

### NEW BUSINESS

9. 2022/2023 Budget Adoption
10. Bayshore Village Road Bids
11. Lake Charlevoix EMS Building
12. Undine Cemetery Discussion
13. Bayshore Legal Discussion
14. Pre-discussion Short Term Rental Ordinance
15. Public Comment
16. BOT Comment

### ADJOURN MEETING

DRAFT  
Hayes Township, Charlevoix County  
Board of Trustees  
May 9th, 2022 7:00 pm  
Hayes Township Hall  
09195 Major Douglas Sloan Road  
Charlevoix, Michigan 49720  
ZOOM Meeting ID: 853 3962 1822

The May 9th, 2022 meeting of the Hayes Township Board was called to order by Supervisor Ron VanZee at 7:00 pm.

Board members present were: Matt Cunningham (Trustee), Doug Kuebler (Trustee), Kristin Baranski (Clerk), Ron VanZee (Supervisor), Julie Collard (Treasurer)  
Also present: April Hilton (Deputy Clerk/Recording Secretary)  
Audience Members signed in: Roy Griffiths, Leslie Cunningham, Bob Adams, Paul Hoadley, Gerard Mills, Luanne Kozma, Ellis Boal, Harry Golski, Rod Slocum and Connie Foster.

**CALL TO ORDER**

Mr. VanZee called the meeting to order at 7:00 pm.

**PLEDGE OF ALLEGIANCE**

**REVIEWED & APPROVED AGENDA**

Mr. Kuebler made a motion, supported by Ms. Baranski, to approve the agenda as presented.

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

Nays: None                      Motion Carried

**PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS**

Public comment opened at 7:02.

Comments included:

- Resident express their concern for the trash along the roads in Hayes Township.
- Resident read quotes from an article in the Northern Express newspaper.
- Resident made statements and asked questions to the board about Planning Commission members and the Zoning Ordinance Draft process.
- Audience members expressed concern for the disrespectful and critical comments and accusations that have been directed towards the Township Officials recently, and stated he's disappointment in some residents.

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**COUNTY COMMISSIONER REPORT**

Mr. Jess not present.

**PARKS AND REC. REPORT**

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

Ms. Collard made a motion, supported by Ms. Baranski, to approve Julie Collard to send a letter to Pine Point Association, stating the township supports the placement of sand at Eastern Avenue Beach.

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

Recused: None

Nays: None **Motion Carried**

Ms. Collard made a motion, supported by Ms. Baranski, to approve the increase to \$500.00 Buoy installment estimate from Raymond Cunningham. A roll call was taken.

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

Recused: Matt Cunningham

Nays: None **Motion Carried**

**PLANNING COMMISSION**

Mr. Cunningham updated the BOT on PC activities. The next Planning Commission meeting is May 17<sup>th</sup>, 2022.

**ZONNING BOARD OF APPEALS**

Zoning board of appeals did not meet. Next meeting is May 25<sup>th</sup> 2022 at the Hayes Township Hall for a variance request.

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- Question about definition of 'commercial building'; resident was referred to DTE for their definition in regards to LCEMS building
- Resident inquired when/how zoning permits (Special Use) will be noticed to property owners

Public comments closed at 7:44 pm.

**ADJOURNMENT:** Mr. Kuebler made a motion, supported by Mr. Cunningham, to adjourn at 7:45 p.m.

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

Nays: None                      **Motion Carried**

Respectfully Submitted,

April Hilton

Hayes Township Deputy Clerk/Recording Secretary

HAYES TOWNSHIP  
BUDGET MEETING  
JUNE 13, 2022 6:00 PM  
HAYES TOWNSHIP HALL  
09195 MAJOR DOUGLAS SLOAN RD  
CHARLEVOIX, MICHIGAN 49720  
ZOOM ID: 828 1953 6871

The June 13th, 2022, meeting of the Hayes Township Board was called to order by Supervisor Ron VanZee at 6:00 pm.

Board members present were Matt Cunningham (Trustee), Julie Collard (Treasurer), Doug Kuebler (Trustee), Kristin Baranski (Clerk), April Hilton (Deputy Clerk/Recording Secretary), and Ron VanZee (Supervisor)

Audience Members signed in: Leslie Cunningham

**CALL TO ORDER**

Supervisor Ron VanZee called the meeting to order at 6:00 pm.

**PLEDGE OF ALLEGIANCE**

**REVIEWED & APPROVED AGENDA**

Ms. Baranski made a motion, supported by Mr. Kuebler, to approve the agenda as presented.

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

Nays: None                      Motion Carried

**PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS**

Public comment opened and closed at 6:02.

Public comments included:

No comments

Closed at 6:03

**PRESENTATION OF THE 2022/2023 HAYES TOWNSHIP BUDGET:**

Open: 6:03pm

Ms. Baranski made a motion supported by Ms. Collard to present the 2022/2023 budget draft to the Board of Trustee for approval.

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

Nays: None                      Motion Carried

HAYES TOWNSHIP  
BUDGET MEETING  
JUNE 13, 2022 6:00 PM  
HAYES TOWNSHIP HALL  
09195 MAJOR DOUGLAS SLOAN RD  
CHARLEVOIX, MICHIGAN 49720  
ZOOM ID: 828 1953 6871

Mr. Cunningham made a motion supported by Mr. Kuebler to close the public hearing at 6:43pm.

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

Nays: None Motion Carried

Closed: 6:43

**PUBLIC COMMENTS:** Public comments opened at 6:44 pm.

None

Public comments closed at 6:44 p.m.

**BOT COMMENT:**

**ADJOURNMENT:** Mr. Kuebler made a motion, supported by Mr. Cunningham, to adjourn at 6:44 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

## **June 2022 Treasurer Report**

(As of June 6, 2022)

### **Charlevoix State Bank**

1. General Fund-\$520,824.00  
(\$310,824.00 available, \$210,000 Restricted Reserve)
2. Tax Account-\$65,162.41 (restricted Treasury Funds)
3. Township Warrant Checking-\$51,217.98
4. Pantry-\$2,274.90
4. ARPA (restricted funds)-\$46,290.69

### **Forefront**

4. Metro Account Revenue Sharing-\$58,600.44
5. Prime Share Account-\$134.53

### **Horizon Bank**

6. Road Fund (RESTRICTED FUNDS)-\$303,087.42

Type	Name	Memo	Amount
101 Char. State Bank Check 2643			
Check	US BANK	COPIER	-351.80
Check	VISA	CRASHPLAN,ZOOM,SUPPLIES,PARK, FOOD BANK	-2,108.06
Check	CHARLEVOIX SEWER AND DRAIN	REPLACE FLOAT SWITCH FIRE BARN	-212.50
Check	GREAT LAKES ENERGY	HALL/FIRE BARN/UNDINE/STREET LIGHTS/PARK	-602.95
Check	CHARTER COMMUNICATIONS	MODEM CHARGES/TELEPHONE	-92.45
Check	BECKETT & RAEDER	ACCOUNT ERROR/FENCE HAYES TOWNSHIP PARK	-4,000.00
Check	BS & A	TAXING AND ASSESSING ANNUAL SOFTWARE	-1,235.00
Check	I.C.SYSTEM	CLOSE OUT ZONING PHONE	-311.93
Check	PARKER HARVEY LAW	GENERAL MATTERS/EMS BUILDING/KOZMA	-10,406.81
Check	ELECTION SOURCE	MAYA/UG/NOV ELECTION SUPPLIES	-1,658.17
Check	BOYNE COUNTRY PROPANE	HALL/FIRE BARN SPRING FILL	-670.83
Check	GATEHOUSE MEDIA	PUBLIC HERING NOTICE	-79.56
Check	B & G ENTERPRISES	LAWN CARE HALL/FIRE BARN	-345.00
Check	GFL ENVIRONMENTAL	WASTE REMOVAL EAB/HAYES TOWNSHIP PARK/HALL	-196.84
Check	IRS	38-2352841	-3,538.60
Check	STATE OF MICHIGAN	38-2352841	-582.68
Paycheck	ALISA ABINEY	05/01/2022-05/31/2022	-2,160.06
Paycheck	JERRY SIMPSON	05/01/2022-05/31/2022	-417.84
Paycheck	APRIL HILTON	05/01/2022-05/31/2022	-819.82
Paycheck	MARILYN MOREHEAD	05/01/2022-05/31/2022	-78.50
Paycheck	STEVE BULMANN	05/01/2022-05/31/2022	-74.88
Paycheck	REX GREENSLADE	05/01/2022-05/31/2022	-299.54
Paycheck	ROY GRIFFITTS	05/01/2022-05/31/2022	-203.17
Paycheck	PAUL ZARDUS	05/01/2022-05/31/2022	-44.04
Paycheck	JULIE COLLARD	05/15/2022-06/16/2022	-2,017.43
Paycheck	RON VAN ZEE	05/15/2022-06/16/2022	-4,669.70
Paycheck	KRISTIN BARANSKI	05/15/2022-06/16/2022	-2,430.49
Paycheck	DOUG KUEBLER	05/15/2022-06/16/2022	-453.80
Paycheck	MATTHEW B. CUNNINGHAM	05/15/2022-06/16/2022	-436.09
Paycheck	LAURA WHITE	05/01/2022-05/31/2022	-44.04
Paycheck	RODNEY SLOCUM	05/01/2022-05/31/2022	-149.77
Paycheck	ROBERT JESS	05/01/2022-05/31/2022	-156.99



## Hayes Township Parks & Recreation Committee Minutes

April 4, 2022

Virtual Zoom Meeting

**Committee Members Present:** Julie Collard, Paul Zardus

**Members absent: (excused)** Leslie Cunningham, Tom Darnton, Laura White, Greg Stauffer, Becky Stauffer

**Public Present:** Charlie MacDonald, Greg Denzinger

The meeting was called to order by Julie at 7:02pm.

March 2022 minutes were approved. Nothing was added to the agenda.

Charlie MacDonald gave an update on the Pickle Ball court proposals. He met with Vince Carpenter of MDC, as well as Elmer's and Reith Riley. His information compares apples to apples, so the quotes are for the same scope of work.

Small details, such as removing or leaving in the current chain link fence to do the work on the courts, had differing opinions. The current quote for the work is around \$106,600. That number can change depending on the condition of the courts once they start resurfacing them and does not include any separation fencing within the courts.

The oil and steel prices will fluctuate depending on the market until we lock in on prices with the contractors. Having a spectator area is important and the committee want to make sure the final plans allow for this space. Charlie also shared how proud the contractors he spoke with are of their work. They will warranty any issues for 20 years, which is an amazing benefit for the township.

MDC expressed interest in being a part of the community efforts for this project.

Paul and Julie thanked and commended Charlie on all his arduous work and fantastic information. He will be bringing the documents from the contractors to Julie at the office this weekend. Julie will organize these documents and scan them to the Park and Rec committee members.

Julie and Paul have a conference call with Tim Knudsen of Beckett and Raeder on Wednesday. They will ask him about engineering plans for the Pickle Ball courts and parking area. They will also ask about the other renderings and park issues.

Greg hopped on the zoom meeting as we were wrapping up. Daylight savings time threw him and Becky a curveball. He did share that they will be returning to the park around May 6<sup>th</sup> or 7<sup>th</sup>. Considering this, Julie will find two alternate days/times for the May meeting to take place in person, possibly at Hayes Township Park Camp Sea Gull.

The meeting was adjourned at 7:57pm.

The next meeting is TBA in May.

HAYES TOWNSHIP, CHARLEVOIX COUNTY

ACCOUNT SIGNATURE RESOLUTION

At a Regular Hayes Township Board of Trustees meeting on June, 13, 2022 \_\_\_\_\_  
made a motion, supported by \_\_\_\_\_ to adopt the following resolution to allow Treasurer  
Julie Collard to open a Fundraising Account to deposit donations for Hayes Township Parks at Charlevoix  
State Bank.

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 be  
authorized signers on all bank accounts; Julie Collard, Treasurer; Kristin Baranski, Clerk; Lisa Kuebler,  
Deputy Treasurer; and April Hilton, Deputy Clerk.

RESOLUTION DECLARED ADOPTED

TOWNSHIP OF HAYES

Kristin Baranski, Clerk

**HAYES TOWNSHIP**  
**ZONING ADMINISTRATOR REPORT**  
**JUNE 2022**

Issued zoning permit for a 80' x 80' Storage Accessory Structure at 06336 US 31 N. SUP approved.

Issued zoning permit for rear and side yard fencing at 10475 Boyne City Road.

Issued revised zoning permit for 60' long x 4' high chain link fence at 07295 Nine Mile Point.

Issued zoning permit for a 32' x 36' Agricultural Accessory Structure on vacant parcel adjacent to 09626 Major Douglas Sloan Road.

Issued zoning permit for a 12' x 16' accessory structure at 08074 Shrigley Road.

Denied zoning permit application on Boyne City Road. Working with applicant to prepare documents for Zoning Board of Appeals. Received application for variance and working with ZBA Chair and Clerk to schedule hearing. Hearing date May 25, 2022 at 7:00 pm. Attended ZBA Hearing on May 25, 2022.

Received and reviewing zoning permit application for a residential addition at 08400 Burns Road. Waiting for soil erosion and shoreland planting plan. Shoreland planting plan forwarded to Shoreland Review Committee.

Received and reviewing shoreland planting plan for vacant property on Boyne City Road.

Continue working with architects on a proposed family complex on Boyne City Road next to Hayes Township Park.

Received application for residential addition 06497 Woods Creek Drive. Waiting for Soil Erosion permit and Shoreland Review. Received and reviewing shoreland planting plan.

Received application for inground swimming pool at 06497 Woods Creek Drive. Received and reviewing shoreland planting plan.

Working on blight issue on See Road.

Working with contractors and architects for two additional future projects on Wood Creek Drive.

Working with Developer on proposed 80 unit Foster Care Facility. Developer has purchased the property at Boyne City road and US 31N.

Working with new property owners proposing rustic campground.

# CHARLEVOIX COUNTY ROAD COMMISSION

## BAY SHORE SOUTH SUBDIVISION PAVING PROJECT - Hayes Township

A 489.0.22-07-02

May 23, 2022

James G. Vanek - Staff Engineer

0.42-mile tree removal, 22A aggregate, crush & shape, bituminous paving, shoulders and restoration on various roads within Bay Shore South subdivision (all county local roads), Hayes Township. October 14, 2022 completion date.

### LOW BIDDER #2 #3

WORK ITEM	QUANTITY	UNIT	Tri-County Excavating		Rieth-Riley Construction		E.F. Wilkinsons & Sons, Inc.	
			Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
Tree Rem., 6-Inch to 19-Inch DIA.	22	EACH	\$ 300.00	\$ 6,600.00	\$ 325.00	\$ 7,150.00	\$ 800.00	\$ 17,600.00
Tree Trimming and Pruning	3	EACH	\$ 300.00	\$ 900.00	\$ 325.00	\$ 975.00	\$ 500.00	\$ 1,500.00
Trenching	22.19	STA	\$ 100.00	\$ 2,219.00	\$ 75.00	\$ 1,664.25	\$ 200.00	\$ 4,438.00
22A Aggregate	900	TON	\$ 22.00	\$ 19,800.00	\$ 22.50	\$ 20,250.00	\$ 26.50	\$ 23,850.00
HMA Crush & Shape	5,917	SYD	\$ 2.40	\$ 14,200.80	\$ 3.00	\$ 17,751.00	\$ 2.00	\$ 11,834.00
4E1 Mod. Bituminous Pavement	450	TON	\$ 90.00	\$ 40,500.00	\$ 95.00	\$ 42,750.00	\$ 89.05	\$ 40,072.50
5E1 Mod. Bituminous Pavement	485	TON	\$ 100.00	\$ 48,500.00	\$ 106.00	\$ 51,410.00	\$ 98.85	\$ 47,942.25
Bituminous Driveway Restoration	7	EACH	\$ 280.00	\$ 1,960.00	\$ 165.00	\$ 1,155.00	\$ 1,000.00	\$ 7,000.00
Concrete Driveway Restoration	25	SYD	\$ 100.00	\$ 2,500.00	\$ 90.00	\$ 2,250.00	\$ 67.50	\$ 1,687.50
23A Shoulders	160	TON	\$ 40.00	\$ 6,400.00	\$ 35.00	\$ 5,600.00	\$ 30.00	\$ 4,800.00
Restoration	3,945	SYD	\$ 4.10	\$ 16,174.50	\$ 4.25	\$ 16,766.25	\$ 5.50	\$ 21,697.50
Traffic Control	1	LSUM	\$ 15,000.00	\$ 15,000.00	\$ 18,265.00	\$ 18,265.00	\$ 31,175.00	\$ 31,175.00
TOTAL BID PRICE			\$	174,754.30	\$	185,986.50	\$	213,596.75

Bay Shore South Subdivision Paving Project  
Hayes Township  
May 23, 2022

Prepared By:  
James G. Vanek, Staff Engineer





CHARLEVOIX EMS AUTHORITY



## HAYES TOWNSHIP BOARD OF TRUSTEES

<b>Meeting Date:</b>	June 13, 2022	<b>Location:</b>	Hayes Township Hall
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[illegible]