

AGENDA
HAYES TOWNSHIP BOARD OF TRUSTEES
October 14, 2024 7:00pm
Hayes Township Hall
9195 Major Douglas Sloan Road
Charlevoix, Michigan 49720

Join Zoom Meeting

<https://us02web.zoom.us/j/88001640434?pwd=QkdkY3AzN1dmKzZpajZQNEkwMkZ5dz09>

Meeting ID: 880 0164 0434

Passcode: 251468

+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 Meeting Minutes: September 9, 2024 BOT Regular Meeting
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. Hayes Township Park Host Recap
10. LCEMS Resolution
11. Public Comment
12. Board of Trustee Comment

ADJOURN MEETING

October 2024 Treasurer Report

(As of October 7, 2024)

Charlevoix State Bank

1. General Fund-\$522,707.02

(\$312,707.02 available, \$210,000 Recommended Reserve)

2. Tax Account-\$100,714.82 *(restricted Treasury Funds)*

3. Township Warrant Checking-\$31,865.39

4. Pantry-\$9,082.94*(restricted funds)*

5. ARPA *(restricted funds)*-\$121, 733.91

6. Fundraising Account-\$17,092.06

Forefront

7. Metro Account-\$73,332.72

8. Prime Share-\$134.81

Horizon

9. Hayes Township Road Fund-\$378,871.41 *(restricted funds)*

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
September 9TH, 2024 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

The September 9th, 2024, 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), Julie Collard (Treasurer), Doug Kuebler (Trustee), April Hilton (Deputy Clerk/Recording Secretary), Ron VanZee (Supervisor) and Kristin Baranski (Clerk)
Audience Members signed in: LuAnne Kozma, Connie Foster, Ellis Boal, Laura Ford, Roy Griffiths Stan Boris, Kevin Willis, Deb Narten, David Zipp, Bob Fowler, Sherry Baker-McCary, Tim Boyko, Jean Young, Sharon Bailey, Greta Mcvay, Sue Pyke and Cody Wheat.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

REVIEWED & APPROVED AGENDA

Add 9A Generator for Township Hall bids.

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

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

Nays: None Motion Carried

Mr. VanZee stated their was an error in the calculation in the latest issue in the Voice. It will be corrected in the next Voice.

PUBLIC COMMENTS:

Public comment opened and closed at 7:02.

- Requested clarification why half of the audience stormed the table after the meeting was adjourned after the public had two public comment periods.
 - Would like to see addresses and dates on the zoning administrator report as well as descriptions explaining violations.
 - Happy to see the work on Maple Grove road has been started. Requested clarification on the process for a zoning violation complaint.
 - Stated many months ago he recalls a discussion of the Zoning Administrator stating he would include a spreadsheet of information to the Zoning Admin report.
- Closed at 7:08.

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34

35 **APPROVAL OF AUGUST 12TH 2024 BUDGET HEARING MINUTES:**

36 Mr. Cunningham made a motion, supported by Mr. Kuebler to approve the August 12th, 2024,
37 Board of Trustees Budget Hearing minutes as presented.

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

39 Nays: None **Motion Carried**

40

41 **TREASURERS REPORT**

42 Ms. Collard presented a written report reporting all Hayes Township account balances.

43

44 **CLERKS REPORT: APPROVAL OF WARRANTS**

45 Clerk, Ms. Baranski, presented the warrants in the amount of \$69,116.84.

46 Ms. Baranski made a motion, supported by Mr. Kuebler, to approve Township warrants out
47 of the General Fund in the amount of \$69,116.84 A roll call was taken.

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

49 Nays: None **Motion Carried**

50

51 Ms. Baranski made a motion, supported by Ms. Collard to approve the installment payment
52 for the EMS building loan in the amount of \$10,248.13, the total installment payment will be
53 offset 100% by the LCEMSA monthly lease payment. A roll call was taken.

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

55 Nays: None **Motion Carried**

56

57 **COUNTY COMMISSIONER REPORT**

58 Bob Jess was not present.

59

60 **PARKS AND REC. REPORT**

61 The next regular Parks and Rec meeting is scheduled for September 16th, 2024.

62

63 **PLANNING COMMISSION**

64 Mr. Cunningham presented the Planning Commission Report. The next regular Planning
65 Commission meeting is September 17th, 2024, at 7:00 pm.

66

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69 **ZONING BOARD OF APPEALS**

70 Doug Kuebler presented a ZBA report from the Administrative meeting held on August 27th
71 2024. There will only be one general public comment, plus the public comment during the
72 public hearing. Next Scheduled ZBA meeting scheduled is for Wednesday September 18th
73 2024 7:00pm.

74

75 **ZONING ADMINISTRATOR REPORT**

76 Ron VanZee presented a Zoning Administrator report.
77 Report available at the Hayes Township Hall.

78

79 **TRUSTEES:**

80 Mr. Kuebler stated they started Maple Grove Road.

81 Mr. Cunningham Stated the last week in September will be when they will pull the Buoys at
82 Eastern Avenue Beach.

83

84 **SUPERVISOR REPORT:**

85 Ron VanZee presented a supervisor report.

86

87 **UNDINE CEMETERY PLOT BUY BACK REQUEST:**

88 Mr. Kuebler made a motion, supported by Mr. Cunningham, for the Township to purchase
89 three cemetery plots back at the original cost of \$50.00 each from a resident.

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

91 Nays: None **Motion Carried**

92

93 **GENERATOR FOR HAYES TOWNSHIP HALL BIDS:**

94 Mr. Kuebler made a motion, supported by Mr. Cunningham to approve the bid from Wilmot
95 Electric for a new generator for Hayes Township Hall in the amount of \$15,100.00.

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

97 Nays: None **Motion Carried**

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101

102 **PUBLIC COMMENTS:** Public comments opened at 7:23 pm.

103 Comments included:

104 NONE

105 Public comments closed at 7:23p.m.

106

107 **BOARD OF TRUSTEE COMMENT:**

108 Mr. VanZee responded to the request regarding the public approaching the table after the
109 meeting has adjourned, stating no decisions are made nothing is included into record,
110 however, Board of Trustees can not stop the public from asking questions after a meeting.
111 Also, stated the Zoning Administrator has a process for dealing with zoning violations.

112

113 **ADJOURNMENT:** Mr. Kuebler made a motion, supported by Mr. Cunningham, to adjourn at
114 7:26p.m.

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

116 Nays: None **Motion Carried**

117

118 Respectfully Submitted,

119 April Hilton

120 Hayes Township Deputy Clerk/Recording Secretary



Zoning Administrator Report

October 2024

Zoning Administrator work in progress report for the month of September includes the following:

- Conducted several Inspections for Compliance.
- Received and reviewing Parcel Division Application on Quarterline Road.
- Approved Parcel Division and reconfiguration Application on Quarterline Road.
- Received and reviewing zoning permit application for a 72"x60" Free Standing Sign on US 31.
- Resolved a non-compliance complaint with landowner at 10283 Maple Grove Road.
- Resolving with assistance from Tip of the Mitt a non-compliant parcel on Susan Lake.
- Resolving a non-compliance nuisance complaint with landowner on Hyek Road.
- Continuing to receive updates towards compliance from landowner regarding non-compliance notice letter sent to 6099 Charlevoix Street.
- Received Shoreline Subcommittee Review and working with Tip of the Mitt for zoning permit application for Residence Reconstruction on Birdland Drive.
- Progress received from land owner on Susan Shore Drive for violation of Nuisance Ordinance.
- Zoning Board of Appeals Public approved Zoning Variance Application from Little Traverse Conservancy for a parcel on Division Ave. Waiting for Zoning Application for Shoreland Review.
- Second Notice letter was sent to Landowner on Villa Road for Violation of Nuisance Ordinance and a non-compliance complaint.
- Received Zoning permit application for a 12'x24' Storage Barn Structure on Burnett Road.



- Received Zoning permit application for a 20'X20' unattached Garage on Nine Mile Point.
- Received a Site Plan Approved by Tip of the Mitt to resolve a Zoning Ordinance Violation on Boyne City Road.
- First Notice Letter was sent to landowner on Peaceful Valley Road for potential violation.

24-09-01	9-16-24	400-049-00	06069 Nine Mile Point	Vincent & Cheryl Zuelling	14'X22' Addition to existing principle structure and New 12'X26' detached garage with attached 12'X8' shed after removing existing shed
24-09-02	9-16-24	113-008-10	9578 Pincherry Rd.	Matthew Berg	Rebuild 40'X64' Pole Barn in the same location as existing Pole Barn.
24-09-03	9-16-24	120-001-10	8385 Shrigley Rd.	Robert and Debroah Jess	New 30'X30' Detached garage
24-09-04	9-18-24	003-019-60	08740 Boyne City rd	David Vanelslander	New Lake Sunset Bunker Structure with Patio & Lake Shore Renovation as approved by Shoreland Review Committee and Planning Commission
24-09-05	9-18-24	111-013-00	10367 Burnett Road	Gary Ruehle	New 12'X20' Enclosed Front Porch attached to principle structure

101 Char. State Bank Check 2643			Amount
Check	SUNRISE ELECTRONICS	PARK CAMERA MAINTENANCE	-657.76
Check	PARKER HARVEY LAW	LEGAL FEES	-840.00
Check	GREAT LAKES ENERGY	HALL, STREET LIGHTS, PARKS, FIRE, LOT	-674.13
Check	GFL ENVIRONMENTAL	HAYES TOWNSHIP PARK; EAB; HALL	-204.14
Check	GANNETT HOLDINGS LLC	PUBLIC NOTICE	-279.69
Check	DTE	HALL/FIRE BARN	-82.66
Check	MUNICIPAL UNDERWRITERS OF MICHIGAN INSURANCE POLICY		-16,962.00
Check	MANER COSTERISAN	ACCOUNTING CONSULTANT	-3,844.50
Check	KRIST OIL	FUEL	-143.29
Check	MITCHELL GRAPHICS	August and September Newsletter	-484.00
Check	AIMEE GILBERT	TYPESETTING	-150.00
Check	US BANK	COPIER	-331.52
Check	GREG STAUFFER	REIMBURSEMENT FOR SUPPLIES	-53.47
Check	ANDREW BALDERSON	REIMBURSEMENT FOR SUPPLIES	-156.88
Check	NORTHWEST FIRE	HALL MAINTENANCE	-120.60
Check	STITCH N LYDS	ELECTION SIGNS	-60.00
Check	VILLAGE GRAPHICS	EAB SURVEY	-83.50
Check	VISA	ZOOM, CRASH PLAN, GLE, ABODE, SUPPLIES	-1,937.60
Check	RAINEYS LANDSCAPING	UNDINE	-350.00
Check	QUILL	SUPPLIES	-344.75
Check	QUADIENT	POSTAGE	-1,003.00
Check	CHARTER COMMUNICATIONS	PHONE	-78.92
Check	PRESTON FEATHER	HALL DOORS BALANCE- ARPA	-4,503.20
Check	ASPHALT MAINTENANCE SERVICES	HALL MAINTENANCE	-760.00
Check	COMMON ANGLE	IT	-38.75
Check	STATE OF MICHIGAN	WITHHOLDING	-808.73
Check	INTERNAL REVENUE SERVICE	WITHHOLDING	-4,817.56
Paycheck	ALISA ABINEY	09/01/2024-09/30/2024	-2,428.60
Paycheck	CAREY CUDDEBACK	09/01/2024-09/30/2024	-79.28
Paycheck	ROY GRIFFITTS	09/01/2024-09/30/2024	-129.29
Paycheck	MARK SNYDER	09/01/2024-09/30/2024	-79.28
Paycheck	CLAIR T MARTIN	09/01/2024-09/30/2024	-223.58
Paycheck	PAUL ZARDUS	09/01/2024-09/30/2024	-229.66
Paycheck	KRISTIN BARANSKI	09/15/2024-10/14/2024	-3,124.92

			Amount
Paycheck	JULIE COLLARD	09/15/2024-10/14/2024	-2,669.11
Paycheck	MATTHEW CUNNINGHAM	09/15/2024-10/14/2024	-430.22
Paycheck	DOUGLAS KUEBLER	09/15/2024-10/14/2024	-450.05
Paycheck	RONALD VANZEE	09/15/2024-10/14/2024	-4,172.15
Paycheck	APRIL HILTON	09/01/2024-10/11/2024	-4,428.22
Paycheck	KYLE PERRY	09/01/2024-09/30/2024	-44.05
Paycheck	R JOHNSON	09/01/2024-09/30/2024	-387.28
			-58,646.34
			-58,646.34

Total 101 Char. State Bank Check 2643

TOTAL

Installment	EMS BUILDING	OFFSET WITH LEASE PAYMENT	10,248.13
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HAYES TOWNSHIP BOARD OF TRUSTEES MEETING

Meeting Date: October 14h, 2024

Location:

Hayes Township Hall

Name	Would you like to be called on to speak during public comment?	
DJ Zipp	☒ YES	☐ NO
Linda Balderson	☒ YES	☐ NO
Andy P... ...	YES	☒ NO
Betty Henne	☒ YES	☐ NO
Carey Cuddiham	YES	☒ NO
GREGG STAUFFER	YES	☐ NO
DEB NARTEN	YES	☐ NO
Ellis Isal	YES	☐ NO
LuAnne Kozma	☒ YES ?	☐ NO
KEVIN WILLIS	YES	☐ NO
Janet Simon	☒ YES	☐ NO
Lewie Cunningham	☒ YES	☐ NO
ET Martin	YES	☒ NO
Maureen Bagley	YES	☒ NO
John D. HOGAN	YES	☒ NO
Sherry Baker-McCary	YES	☐ NO
MARK SNYDER	YES	☐ NO
Jesse SILVA	☒ YES	☐ NO
	YES	☐ NO

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Meeting Date:	October 14h, 2024
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Location:

Hayes Township Hall

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