

AGENDA
HAYES TOWNSHIP BOARD OF TRUSTEES

February 10, 2025 7:00pm

Hayes Township Hall

9195 Major Douglas Sloan Road

Charlevoix, Michigan 49720

<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: January 13th, 2025 BOT Regular Meeting and January 28, 2025 Special Meeting Minutes
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. Update March Board of Review Dates
10. Reappointment of Jim Rudolph to Board of Review
11. Beckett & Raeder contractual obligations or arrangements for work on Zoning Ordinance
12. Hayes Township Park winter plowing
13. Hayes Township position application
14. Zoning Board of Appeals position posting
15. Office Equipment Contract- Applied Innovation
16. Set date and time for Annual Meeting with Charlevoix County Road Commission
17. Public Comment
18. Board of Trustee Comment

ADJOURN MEETING

Public Comment at Meetings of the Hayes Township Board of Trustees

The Hayes Township Board of Trustees values public input and offers two opportunities for the public to comment at its meetings, once near the beginning and once near the end. This affords the Board of Trustees the opportunity to hear your views and remarks. If you speak, you should not expect to engage the Board of Trustee members or any staff in discussion or debate.

Board of Trustee members will not respond to comments made during the Public Comment unless it becomes necessary to ask a clarifying questions, correct a factual error, or to provide specific factual information.

Questions about Township matters are best directed to individual Board members or Township staff (Planner, Zoning Administrator, or Assessor) between meetings. Contact information is available on the township website at: hayestownshipmi.gov.

The availability of public comment is recognized by the Michigan Open Meetings Act. The Act provides that rules may be adopted for orderly comment from the public. To that end, the following rules have been established by the Board of Trustees:

1. A person wishing to speak will indicate on the sign in sheet that they would like to be called on at Public Comment. All persons in attendance in person will be called on first. Zoom attendees can indicate they would like to speak by raising their hand icon.
2. The person will begin by stating their name, spelling it out if requested.
3. The person addresses the Chairperson, or other person chairing the meeting, on behalf of the entire Board of Trustees. Public comment is NOT to be addressed to individual Board of Trustee members, to any township staff present, or to other members of the audience.
4. There is a three (3) minute time allotment for each speaker. The time limit may be extended by the Chairperson or majority of the Board of Trustee members present. A speaker may speak only once at each Public Comment. There is no provision for another audience member to 'donate' their three (3) minutes to another speaker.
5. A speaker will be out of order if the speaker disrupts the meeting, speaks longer than the allotted time, uses vulgarities or makes a personal attack on a Board of Trustee member or Township employee that is unrelated to the performance of that person's duties.
6. If a speaker is called out of order, that speaker will not be able to speak again at the same meeting except by special leave of the Board of Trustees
7. The Chairperson, or other person chairing the meeting, will have the discretion to permit members to speak at times other than the times reserved for Public Comment.

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
January 13TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

The January 13th, 2025, meeting of the Hayes Township Board was called to order by Supervisor William Conklin at 7:00 pm.
Board members present were Matt Cunningham (Trustee), Julie Collard (Treasurer), Doug Kuebler (Trustee), April Hilton (Deputy Clerk/Recording Secretary), William Conklin (Supervisor) and Kristin Baranski (Clerk)
Audience Members signed in: Winnie Boal, Roy Griffiths, Stan Boris, Carey Cuddeback, Mark Snyder, Julie VanZee, Jesse Silva, Steve Crandall, Jim McMahon, Ellis Boal, LuAnne Kozma, Diane McMahon, Grant Ohlsen, CT Martin, David Zipp, Ray Cunningham, David Kemme, Sherry, Baker-McCary, Paul Zardus, Steve Hassell, Luke VanZee, Jake VanZee, Todd Millar, Tim Boyko, Betty Henne, Frank Shepherd, Kathy Simon, Kyra Allen, Regina Crandell, and Gerry Mills.

CALL TO ORDER

Supervisor William Conklin called the meeting to order at 7:00 pm.

PLEDGE OF ALLEGIANCE

REVIEWED & APPROVED AGENDA

Remove item #9 Fire Department Chief Dan Thorp
Mr. Conklin made a motion, supported by Ms. Baranski to approve the agenda as amended.
Yays: Matt Cunningham, Julie Collard, Doug Kuebler, William Conklin, and Kristin Baranski.
Nays: None Motion Carried

PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS

Public comment opened and closed at 7:05.

Public comments included:

- Stated they would like to praise Carey Cuddeback for all her hard work on the Survey for the Master Plan. It is one of the best surveys they have seen and had wide circulations. They survey team was great at accepting public input. Think the Township should redo the 2023 Parks and Rec survey and focus on better circulation. Perhaps Carey Cuddeback could help Parks and Rec with a new survey.

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- Has been a resident since 1977. would like to know Mr. Conklins plans for the township. They feel everything that he has brought up at meetings have been old business. Does not appropriate another lawsuit
- Request the board to speak louder.
- Request if the Supervisor, Mr. Conklin still has a lawsuit against the township. Mr. Conklin answered yes. Requested if this is how Mr. Conklin plans to improve the township, he does not appropriate spending his tax payers money on lawsuit. Never heard of a supervisor having a lawsuit against the township.
- Requested why Mr. Conklin feels hes lawsuit fees should be paid by the tax payers. Mr. Conklin stated he his lawsuit contains an Open Meeting act violation and this statute allows the request to recover attorney fees for having to grave the lawsuit. In a way to teach the township Board to not do the same in the future. Clarified Mr. Conklin is teaching the board a lesson.
- Stated the board is prolonging the issue by not giving into Mr. Conklins request. Applauds Mr. Conklin lawsuit for it is what the tax payers want. Stated it is the Supervisors duty to appoint Planning commission members at the time they resign.

Closed at 7:18

APPROVAL OF DECEMBER 9TH 2024 BOT REGULAR MEETING MINUTES:

Ms. Baranski made a motion, supported by Mr. Cunningham, to approve the December 9th, 2024, Board of Trustees regular meeting minutes as corrected.

Yeas: Julie Collard, William Conklin, Matt Cunningham, Doug Kuebler, and Kristin Baranski.

Nays: None **Motion Carried**

APPROVAL OF DECEMBER 18TH 2024 BOT REGULAR MEETING MINUTES:

Ms. Baranski made a motion, supported by Mr. Kuebler to approve the December 18th, 2024, Board of Trustees regular meeting minutes as corrected.

Yeas: Julie Collard, William Conklin, Matt Cunningham, Doug Kuebler, and Kristin Baranski.

Nays: None **Motion Carried**

TREASURERS REPORT

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

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66

67 **CLERKS REPORT: APPROVAL OF WARRANTS**

68 Clerk, Ms. Baranski, presented the warrants in the amount of \$51,843.06.

69 Ms. Baranski made a motion, supported by Mr. Kuebler, to approve Township warrants in
70 the amount of \$51,843.06 with \$14,175.00 being paid out of the ARPA account for BS&A. A
71 roll call was taken.

72 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

73 Nays: None **Motion Carried**

74

75 Ms. Baranski made a motion, supported by Mr. Kuebler, to approve amendments to the 24-
76 25 Budget. A roll call was taken.

77 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

78 Nays: None **Motion Carried**

79

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

83 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

84 Nays: None **Motion Carried**

85

86 **COUNTY COMMISSIONER REPORT**

87 NA

88

89 **PARKS AND REC. REPORT**

90 Did not meet. Will post the next meeting date on the website. Year in review for Parks and
91 Rec. article is in the latest article of the Hayes Township Voice.

92

93 **PLANNING COMMISSION**

94 Mr. Cunningham presented the Planning Commission Report. The next regular Planning
95 Commission meeting is January 21st, 2025, at 7:00 pm.

96

97 **ZONING BOARD OF APPEALS**

98 Next ZBA meeting is scheduled for February 26th, 2025, at 7 pm.

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99

100 **ZONING ADMINISTRATOR REPORT**

101 Ron VanZee presented a Zoning Administrator report.

102 Report available at the Hayes Township Hall.

103

104 **TRUSTEES:**

105 Mr. Kuebler stated the Road Commission requested the Townships representatives to
106 attended the February Road Commission meeting to submit the Township's projected road
107 repairs for the 2025 season.

108

109 **SUPERVISOR REPORT:** William Conklin presented a supervisor report.

110

111 **LAKE CHARLEVOIX EMS REPORT- LCEMSA CHAIR ROY GRIFFITTS:**

112 Mr. Griffiths presented the 2024 year end Lake Charlevoix EMS Report.

113 This report included:

114 - 2024 was the busy year ever for EMS in this area.

115 - Busiest month of the year was December 2024.

116 - Largest call volume was from Munson for Transfers.

117 - Eveline Township joined the authority in 2024.

118 - Staffing is a challenge, currently looking positions to be filled. Unavailable housing makes it
119 very difficult to hire someone outside of the area.

120 - Annual report will be in the Newspaper after the LCEMSA Annual Audit is complete.

121

122 **MICHIGAN STATE FORFEITURE REPORT:**

123 Ms. Baranski made a motion, supported by Ms. Collard to authorize Mr. Conklin to submit
124 and sign the Michigan State Forfeiture report for Hayes Township by February 1st, 2025.

125 A roll call was taken.

126 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

127 Nays: None **Motion Carried**

128

129 **CHARLEVOIX COUNTY PARK MILEAGE RESOLUTIONS:**

130 Application Resolution

131 Resolution NO. 01132025

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Whereas, Julie Collard, Treasurer of Hayes Township, has the authority to purchase and make arrangements with a local professional contractor to install a shade sail, new basketball nets, basketballs, and a ball holder at Hayes Township Hall Park; and

Whereas Julie Collard is requesting no more than a \$10,000.00 appropriation from the Charlevoix County Board of Commissioners: and

Whereas, Julie Collard, desires to enhance, provide, and create an enjoyable recreation environment 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;

Ms. Collard made a motion, supported by Ms. Baranski to approve Resolution NO. 01132025.

Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

Nays: None **Motion Carried**

Application Resolution

Resolution NO. 011320258

Whereas, Julie Collard, Treasurer of Hayes Township, has the authority to purchase and make arrangements with a professional to create interpretive signage for Hayes Township Parks Eastern Avenue Beach, Hayes Township Hall Park, Camp Sea Gull, and Bayside Park and a local professional to install the signs; and

Whereas Julie Collard is requesting no more than a \$10,000 appropriation from the Charlevoix County Board of Commissioners: and

Whereas, Julie Collard, desires to enhance, provide, and create an enjoyable recreation environment 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;

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Ms. Collard made a motion, supported by Ms. Baranski to approve resolution NO. 01132025B
Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.
Nays: None Motion Carried

ASSET TEST RESOLUTION (POVERTY GUIDELINES):

Ms. Baranski made a motion, supported by Ms. Collard to approve the increase of Hayes
Township Poverty Guideline 10% across the board of the federal poverty levels for 2025.
Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.
Nays: None Motion Carried

TOWNSHIP OF HAYES
Resolution No. 01132025A
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.

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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 (plus 10%) 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 per PA 253 2020.

Ms. Baranski made a motion, supported by Ms. Collard to approve Resolution NO. 01132025A.

Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

Nays: None Motion Carried

BOARD OF REVIEW RESIGNATIONS/APPOINTMENTS:

Ms. Baranski made a motion, supported by Mr. Kuebler to accept the resignation letter from Greg Denzinger's from the Board of Review.

Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

Nays: None Motion Carried

Ms. Baranski made a motion, supported by Mr. Cunningham to accept the resignation letter from Richard Sculthorpe from the Board of Review.

Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

Nays: None Motion Carried

Ms. Collard stated she does not disagree the Hayes Township Application could use an update, however feels it is important to have consistent applications. Would have like Mr. Conklin to have communicated with the other board members before using a new application.

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228 Mr. Conklin apologized, stated he drafted the new application for ZBA, BOR and any other
229 commission. He stated he had help from Mike O'Hara and LuAnne Kozma to create the new
230 application. He stated he was not satisfied with the Application on the website.

231 Ms. Baranski stated he could have reached out to any of the board members at any time to
232 discuss a new application. Which he should have done because it is a board document.

233 The board decided to accept both forms of application presented at the meeting.

234 The board will work on updating the Hayes Township application for future applicants.

235 Mr. Conklin made a motion, supported by Ms. Baranski to appoint Cody Wheat to the Board
236 of Review to replace Greg Denzinger's term ending December 31st, 2026.

237 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

238 Nays: None **Motion Carried**

239 Ms. Collard made a motion, supported by Mr. Cunningham to appoint Tiffany George to the
240 Board of Review to replace Richard Sculthorpe's term ending December 31st, 2026.

241 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

242 Nays: None **Motion Carried**

243

244 **SET MARCH BOARD OF REVIEW DATES:**

245 Ms. Baranski made a motion, supported by Mr. Cunningham to approve Tuesday March 4th
246 2025 at 1 pm for the organization meeting for the Board of Review. Board of Appeals
247 process March 10th, 2025, 3pm-9pm and the Following Wednesday March 12th, 2025, from
248 9am – 3pm.

249 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.

250 Nays: None **Motion Carried**

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254 **ZONING BOARD OF APPEALS APPOINTMENTS:**

255 Ms. Baranski made a motion, supported by Ms. Baranski to appoint Bruce Deckinga to the
256 Board of Review, expiring January 13th 2028.

257 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.

258 Nays: None **Motion Carried**

259

260 **TOWNSHIP ATTORNEY ACCESS:**

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Board of Trustees will create a policy for Township Attorney access and present it at the next regularly scheduled meeting.

BS&A CONTRACT:

Board discussed the Hayes Township BS&A contract.

MANER AND COSTERISAN CONTRACT:

Board discussed the Hayes Township Maner and Costerisan Contract.

PUBLIC COMMENTS: Public comments opened at 9:27 pm.

Comments included:

- Mentioned he would be interested in reviewing all the ZBA Decisions made throughout the years to create a summery of them to post on the Township website. Would like authorization from the board to do this project.
- Was on the Survey Committee and thanks Carey for all her hard work and would like to remind every one the Survey deadline is January 15th, 2024.
- Stated there are not very many ZBA decisions, however feel they need to be on the website. Would like to see the ZBA rules and procedures on the website. Would like to see the lawsuit resolved, and the township money saved. Supports the Supervisor Bill Conklin has the right to appoint Planning Commission members.
- Stated for clarification if the request for a variance could be found in the Zoning Ordinance.
- Asked Mr. Conklin was aware of the request made to create a summary of the ZBA decisions and recommends he adds request like that to the agenda when he is aware of them before meetings. Reminds Bill the attorney cost the township money every second Todd Millar is present on the zoom meeting recommends reaching out to him before meetings for his feedback.
- Does not understand how Bill Conklin can have a lawsuit against the rest of the board and still have a civil working relationship. Would like to know how much the lawsuit is costing the residents.
- Would recommend the Township request the attorney create an application for the Township. Also does not see the value in creating a summary document of ZBA cases for the are all individual for each parcel request.

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294 Public comments closed at 9:41 p.m.

295

296

297 **BOARD OF TRUSTEE COMMENT:**

298

299

300 **ADJOURNMENT:** Mr. Kuebler made a motion, supported by Ms. Baranski, to adjourn at
301 9:41p.m.

302 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.

303 Nays: None **Motion Carried**

304

305 Respectfully Submitted,

306 April Hilton

307 Hayes Township Deputy Clerk/Recording Secretary

HAYES TOWNSHIP
BOARD OF TRUSTEES SPECIAL MEETING
January 28TH, 2025 6:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
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The January 28th, 2025, special meeting of the Hayes Township Board was called to order by Treasurer Julie Collard at 6:00 pm.
Board members present were Matt Cunningham (Trustee), Julie Collard (Treasurer), Doug Kuebler (Trustee), and Kristin Baranski (Clerk)
Audience Members signed in: Sherry Baker-McCary, Tim Boyko, Roy Griffiths, Betty Henne, and Joellen Rudolph.

CALL TO ORDER

Treasurer Julie Collard called the meeting to order at 6:00 pm.

REVIEW AND APPROVAL OF AGENDA:

Ms. Baranski made a motion, supported by Mr. Kuebler, to approve the January 28th 2025 Special Meeting Agenda as presented.

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

Nays: None **Motion Carried**

PUBLIC COMMENTS:

Public comment opened and closed at 6:01.

None

Closed at 6:01.

**BOARD DISCUSSION WITH TOWNSHIP ATTORNEY REGARDING ONGOING LITIGATION
(WILLIAM M. CONKLIN c HAYES TOWNSHIP; CASE NO 24-0740-28CZ):**

Ms. Baranski made a motion, supported by Mr. Cunningham to go into closed session with Township Attorney Todd Millar to discuss ongoing litigation of William M. Conklin c Hayes Township Case NO 24-0740-28CZ.

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

Nays: None **Motion Carried**

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32 Ms. Baranski made a motion, supported by Mr. Kuebler to end the closed session with
33 Township Attorney Todd Millar to discuss ongoing litigation of William M. Conklin c Hayes
34 Township Case NO 24-0740-28CZ.

35 Yeas: Matt Cunningham, Julie Collard, Doug Kuebler and Kristin Baranski.

36 Nays: None Motion Carried

37

38 BOARD OF TRUSTEE COMMENT:

39

40 ADJOURNMENT: Ms. Baranski made a motion, supported by Mr. Kuebler, to adjourn at
41 6:49 p.m.

42 Yeas: Matt Cunningham, Julie Collard, Doug Kuebler and Kristin Baranski.

43 Nays: None Motion Carried

44

45 Respectfully Submitted, April Hilton, Hayes Township Deputy Clerk/Recording Secretary

February 2025 Treasurer Report

(As of February 5, 2025)

Charlevoix State Bank

1. General Fund-\$640,141.83
(\$430,141.83 available, \$210,000 Recommended Reserve)
2. Tax Account-\$1,087,872.67 *(restricted Treasury Funds)*
3. Township Warrant Checking-\$31,562.08
4. Pantry-\$9,729.24*(restricted funds)*
5. ARPA *(restricted funds)*-\$89,800.01
6. Fundraising Account-\$17,060.35

Forefront

7. Metro Account-\$73,394.52
8. Prime Share-\$134.85

Horizon

9. Hayes Township Road Fund-\$183,717.07 *(restricted funds)*



Zoning Administrator Report

February 2025

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

- Conducted several Inspections for Compliance.
- Zoning permit application for a new detached garage on Burns Road. Shoreline Review Committee conducted inspection. Waiting for Shoreline Landscaping Site Plan from Applicant.
- Variance application to reduce the 50' Shoreland setback from creek for a new single family dwelling at 6995 Birdland Drive. ZBA set public hearing date at for March 26th 2025 at 7pm.
- Variance application to reduce the 100' Shoreland setback for reconstruction of an existing non-conforming dwelling unit at 07115 Birdland Drive. ZBA set public hearing date at for March 26th 2025 at 7pm.
- Special use permit application for an Assisted Living and Memory care Facility on US 31 North. Planning Commission will set a Public Hearing date at their February 18th, 2025 meeting.
- Two special use permit amendment applications for the special use permit approved to Mark McCol & Dewitt Marine at May 6th 2024 Planning Commission Meeting. The Planning Commission will set a Public Hearing date at their February 18th, 2025 meeting.
- Zoning permit application for a Demo and rebuild of existing home on Quarterline road. Shoreline Review Committee conducted inspection and advised applicant to work with Tip of the Mitt to create shoreland restoration plan.
- Special use permit application for a Kennel and Dog Day Care Facility on Burgess Road. Planning Commission set Public Hearing date for their February 18th, 2025 meeting.
- Application for rezone from A1 to RR on Burnett Road PC set public hearing date for their February 18th, 2025 meeting.



- Received and reviewing zoning permit application for a 72"x60" Free Standing Sign on US 31. Consulting Legal Counsel for advise on enforcement within the road right away.
- Continuing to discuss a non-compliance nuisance complaint with landowner on Hyek Road.
- Received and reviewing zoning permit application for a 28x32 addition to garage at 6885 Birdland Drive.
- Received and reviewing zoning permit application for a 30x60 Accessory Building at 11724 North Star C Drive.
- Received and reviewing zoning permit application for a 30x60 Accessory Building at 11730 North Star C Drive.
- Received and reviewing parcel division application located at 9581 Burnett Road.
- Zoning Board of Appeals at the September 18th 2024 Public Hearing approved Zoning Variance Application from Little Traverse Conservancy for a parcel on Division Ave. Received Zoning Application for Shoreline Review waiting for survey and additional information from applicant.
- Progress received from Landowner on Villa Road for Violation of Nuisance Ordinance and a non-compliance complaint.
- Applicant withdrew Zoning permit application for a 12'x24' Storage Barn Structure on Burnett Road.
- Received Zoning permit application for a 20'X20' detached Garage on Nine Mile Point. Waiting for survey from applicant.
- Received a Site Plan Approved by Tip of the Mitt and pictures of new plantings to resolve a Zoning Ordinance Violation on Boyne City Road. Progress will continue once weather permits.
- First Notice Letter was sent to landowner on Shrigley Road for permitted use within the Small Lot Residential District compliant.
- First Notice letter was sent to land owner on Michigan Heights Drive for a non-compliance Lighting Compliant. Received pictures and email providing the violation was corrected. Second Notice Letter was sent to landowner and Michigan Heights Management after multiple nuisance complaints were received.



- Second Notice Letter was sent to landowner on Maple Grove Road for a Nuisance Ordinance compliant, Charlevoix County Fire Department Chief is monitoring parcel for fire hazards.
- Resolved Nuisance Ordinance compliant with landowner on Maple Grove Road.

25-01-01	01-22-25	001-014-40	6670 Peaceful Valley Rd	Steve & Melissa Dewitt	New 144x60 Single Family Dwelling with one attached Garage, on porch and Lake Shore Renovation as approved by Shoreland Review Committee and Planning Commission
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clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Board of Review

2 messages

Jim Rudolph <jmr09799@gmail.com>

Tue, Jan 21, 2025 at 5:38 AM

To: Hayes supervisor <supervisorhayestownshipmi@gmail.com>, clerkhayestownshipmi@gmail.com

I assume I was reappointed at the board meeting on 01/14/2025.

I am concerned about the 10 day rule for BOR members.

Is there a time in the next couple days for me to come in and take the oath.

Thanks,

Jim

211.28 Board of review for township or city; appointment, qualifications, and terms of members; vacancy; eligibility; quorum; adjournment; deciding questions; board of review committees; meetings; size, composition, and manner of appointment of board of review; alternate members; indorsement of assessment roll; duties and responsibilities contained in

MCL 211.29; single board of review. Sec. 28. (1) The township board shall appoint those electors of the township who will constitute a board of review for the township. At least 2/3 of the members must be property taxpayers of the township.

Members appointed to the board of review shall serve for terms of 2 years beginning at noon on January 1 of each odd-numbered year. **Each member of the board of review shall qualify by taking the**

constitutional oath of office within 10 days after appointment.

clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Wed, Jan 22, 2025 at 1:55 PM

Reply-To: clerk@hayestownshipmi.gov

To: Jim Rudolph <jmr09799@gmail.com>

Jim,

Board of Review members were reappointed Dec 18, 2024 at a Special Meeting to comply with State Law. As secretary of BOR, Bill was to reach out to each member reappointed to confirm that each would continue to serve. I am sorry that it appears there was not a conversation between you two regarding the appointment.

I would be happy to swear you in, even though it is after the 10 day requirement. I am not sure if it is a valid oath, you might check with Bill.

Please let me know when you can come in. I am in the office today until 3ish. Ill be back Monday 9-12.

[Quoted text hidden]

--

Kristin Baranski

Hayes Township Clerk

9195 Major Douglas Sloan Road

Charlevoix, Michigan 49720

231.547.6961

HAYES TOWNSHIP
BOARD OF TRUSTEES SPECIAL MEETING
December 18TH, 2024 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

DISCUSSION ON HOW TO HANDLE REQUESTS FOR TOWNSHIP LEGAL SERVICES BY TOWNSHIP

STAFF:

Public Comment:

- Stated they feel the board should be made aware of all request to the attorney.
- Stated interpretation of the Zoning Ordinance should go in front of the ZBA.
- Asked for clarification if this is a new process, what brought up this discussion.
- Suggest the board be aware of all money being spent on legal fees.
- Suggest to proceed with caution. Maybe consider going case by case for reaching out to a legal consultant. Suggest having a written policy regarding consulting legal counsel.

Mr. Conklin made a motion to grant the Zoning Administrator, the chair of ZBA and Planning Commission, all Board members and Assessor may make a request for an attorney opinion, until there is a written policy drafted and approved by the board, where in the response from the attorney is distributed to the whole board. The response shall include a summary of the request and the attorney's response.

NO Support, Motion was not carried.

REAPPOINT/APPOINT BOARD OF REVIEW MEMBERS (2 YEAR TERMS):

Ms. Baranski made a motion, supported by Mr. Kuebler to reappoint Jim Rudolph, Greg Denzinger and Richard Sculthorpe, Roy Griffiths as an alternate to the Board of Review Members for a two year term expiring 12/31/2026.

Yeas: William Conklin, Matt Cunningham, Julie Collard, Doug Kuebler and Kristin Baranski.

Nays: None **Motion Carried**

BOARD OF TRUSTEE COMMENT:

- Mr. Conklin stated ARPA funds need to be allocated. Mr. Baranski will pull the report for the next BOT Meeting.
- Ms. Collard stated nothing changed in policy for reaching Legal Services. There is no change or limit to staff member of whom can or can not contact the Township Legal Services. The Board will work on creating a written policy regarding contacting the Township Legal Services.

ADJOURNMENT: Ms. Collard made a motion, supported by Mr. Kuebler, to adjourn at 8:47 p.m.

Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Parking area at Camp SeaGull for fishermen - Up Top

1 message

Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Tue, Feb 4, 2025 at 5:19 PM

To: Julie Collard <treasurer@hayestownshipmi.gov>, Matthew Cunningham <trustee2@hayestownshipmi.gov>, clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>, Doug Kuebler <hayestrustee5@gmail.com>

Hello Julie and Matt -

I do not know who may be plowing the entrance at Camp SeaGull but a resident came in today and asked if the person plowing could make a place to park up top (before going down the hill) in order for him and other fishermen to park their trucks with trailers in the area before the road turns down to the Lake. A parking area where they can park and also turn around as they bring their snowmobiles or 4-Wheelers - is it possible to make a parking area in the two track area which leads to the shed? Mr. Zardus, Matt and Julie would know about that more than me, so I pass it along for your consideration.

It appears to be a good idea to make the Lake more accessible to local fishermen since this is the first ice-fishing in three years - last two years there was none.

The Resident also stated that he had talked with the DNR who stated that they will be at Camp SeaGull to tag Cisco and hope that they do not have to park across the road and walk down.

Thank you for your consideration of a request from a resident who came by to ask the question and make his request.

Thank you,
Bill Conklin

Hayes Township

PROPOSED COSTS

[illegible]

\$417.07

\$358.08

Proposed Monthly Costs	\$358.08
Annual Costs	\$4,296.97

Monthly Savings	\$58.99
Annual Savings	\$707.88
Percent Reduction	14.1%

2/4/2025



1251 Boyne Avenue • Boyne City, Michigan 49712
Phone 231-582-7330 • Fax 231-582-3110
www.charlevoixroads.org

Patrick Klooster – Chairman • Wayne Schoonover – Vice Chairman • Keith Ogden – Member
Pat Weeks, Manager • Frank D Wasylewski, Clerk • James G Vanek, Staff Engineer • Paul McGeorge, Purchasing

DATE: Monday, 3 February 2025

TO: All Charlevoix County Township supervisors and clerks

FROM: Frank D Wasylewski, Clerk

RE: Annual meetings of the Road Commission with Township Boards

The annual meeting dates with township boards have been set. The dates and times are February 24th, 25th and 26th, 2025 at 5:00pm, 6:00pm and 7:00pm. February 27th will be added if necessary.

Please check with your respective Board and call to schedule an appointment at your earliest convenience. Meetings will be assigned on a first-come, first-serve basis so please have alternate choices when calling. We would also appreciate those townships not planning to attend to also call in and let us know.

As in the past, each township is limited to one-hour.

Thank you.



April Hilton <deputyclerkhayes@gmail.com>

(no subject)

4 messages

April Hilton <deputyclerkhayes@gmail.com>

Thu, Feb 6, 2025 at 3:59 PM

To: Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Bill,

I am going to wait until tomorrow to complete Board packets. How is your Supervisor Report coming?

--

April Hilton
Hayes Township Deputy Clerk
9195 Major Douglas Sloan Road
Charlevoix, Michigan 49720
231.547.6961

Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Thu, Feb 6, 2025 at 11:05 PM

To: April Hilton <deputyclerkhayes@gmail.com>

Thanks April - my project for work was due today and I was able to finish it; now I may have time to tackle the Report tomorrow, based on what work says -
[Quoted text hidden]

April Hilton <deputyclerkhayes@gmail.com>

Fri, Feb 7, 2025 at 11:34 AM

To: Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Ok, I am at the hall now putting together the packets, please send it to me within the next couple of hours.
[Quoted text hidden]

April Hilton <deputyclerkhayes@gmail.com>

Fri, Feb 7, 2025 at 1:26 PM

To: Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Hello,

Also I see Hayes Township Position application is on the agenda, Will you send me a pdf of the application you created to include in the packet please. Keep in mind I have to post the pre-packet by 2:30 today!

Thank you!

On Thu, Feb 6, 2025 at 11:05 PM Hayes supervisor <supervisorhayestownshipmi@gmail.com> wrote:

[Quoted text hidden]

[Quoted text hidden]