

**AGENDA**  
**HAYES TOWNSHIP BOARD OF TRUSTEES**

**December 8, 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. Declaration of Conflict of Interest
4. Review and Approval of Agenda
5. Public Comment
6. Approval of Meeting Minutes: November 10th 2025 BOT Regular Meeting
7. Treasurers Report
8. Clerks Report: Approval of Warrants
9. Reports: County Commissioner, Zoning Administrator, Planning Commission, Zoning Board of Appeals, Parks and Recreation, Trustee's, and Supervisor Reports.

**NEW BUSINESS**

9. Tree Removal at Hayes Township Park / Camp Seagull
10. Hayes Township Park/Camp Seagull Wall Repair
11. Set 2026 Meeting Dates
12. Planning Commission Nominations

**OLD BUSINESS**

13. Maple Grove Road End Access
14. Eastern Avenue Beach
15. Public Comment
16. 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](http://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  
NOVEMBER 10<sup>th</sup> 2025 7:00 PM  
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09195 MAJOR DOUGLAS SLOAN RD  
CHARLEVOIX, MICHIGAN 49720  
ZOOM 849 2451 3210

The November 10<sup>th</sup>, 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), William Conklin (Supervisor) and Kristin Baranski (Clerk)

Audience Members signed in: Dan Thorp, Katherine Simon, Stan Boris, Diane Conklin, Roy Griffiths, CT Martin, Rex Greenslade, David Zipp, Ellis Boal, LuAnne Kozma, Darcy Phelps, Catherine Phelps, Greta Mcvay, Steve Hassell, David Kemme, Linda Balderson, Carol Umlor, Carey Cuddeback, Betty Henne, Todd Millar, Paul Zardus, Bob Jess, Tim Boyko, Jim Rudolph, Joellen Rudolph, Bridgette Fowler, Bob Fowler, Ashley Marina, Ray Cunningham, Kevin Willis, and Shelly VanWart.

**CALL TO ORDER**

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

**DECLARATION OF CONFLICT OF INTEREST:**

NONE.

**REVIEWED & APPROVED AGENDA**

Add item 12a. Cemetery Resolution #111025

Remove item #15 Short Term Rental Ordinance Discussion to a later date.

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

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

Nays: Motion Carried

**PUBLIC COMMENTS:**

Public comment opened at 7:02 pm.

- Maple Grove Road end for ice fishing access, Sargent at arms, Open litigation (Phelps, Phelps, Rudolph, Taylor, Lavanway, Umlor, VanWart, Willis v. Hayes Township), Hayes Township Sentinel article, Zoom camera position, Bay Shore area concerns, and permitted uses in the Agricultural zoning district.

Closed at 7:16

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**APPROVAL OF OCTOBER 13<sup>TH</sup> 2025 BOT REGULAR MEETING MINUTES:**

Ms. Baranski made a motion, supported by Mr. Kuebler to approve the October 13<sup>th</sup>, 2025, Board of Trustees regular meeting minutes as amended.

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

Nays: None                    **Motion Carried**

**APPROVAL OF OCTOBER 27<sup>TH</sup> 2025 BOT SPECIAL MEETING MINUTES:**

Ms. Baranski made a motion, supported by Mr. Kuebler to approve the October 27<sup>th</sup>, 2025, Board of Trustees special meeting minutes as amended.

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.

**CLERKS REPORT: APPROVAL OF WARRANTS**

Clerk, Ms. Baranski, presented the warrants in the amount of \$39,403.74.

Ms. Baranski made a motion, supported by Ms. Collard to approve Township warrants out of the General Fund in the amount of \$39,403.74. A roll call was taken.

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

Nays:                    **Motion Carried**

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

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

Nays: None                    **Motion Carried**

Ms. Baranski made a motion, supported by Mr. Kuebler to approve the amount of \$300,000 out of the Road Millage account for the Burnett Road Project. Township will own a remaining balance of \$101,857.05, to be paid in December with \$50,000 paid out of the General Fund as the Board of Trustees contribution, leaving a balance of \$51,857.05 to be paid out of the Road Millage account. A roll call was taken.

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67 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.  
68 Nays: None **Motion Carried**

69

70 Ms. Baranski made a motion, supported by Mr. Conklin, to approve the proposal from B&G  
71 Enterprises in the amount of \$45 per plowing and \$10 per shoveling for the snow removal at  
72 the Hayes Township Hall, Fire Barn and Lake Charlevoix EMS Building.

73 A roll call was taken.

74 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.  
75 Nays: None **Motion Carried**

76

77 Mr. Conklin made a motion, supported by Mr. Kuebler, to approve the proposal from B&G  
78 Enterprises in the amount of \$95 per plowing for the snow removal at the Hayes Township Park  
79 / Camp Seagull for an ice fishing parking area.

80 A roll call was taken.

81 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.  
82 Nays: None **Motion Carried**

83

84 Ms. Baranski made a motion, supported by Mr. Kuebler to approve the renewal of the  
85 township's premium MTA education package for all staff at \$1900 annual cost. A roll call was  
86 taken.

87 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.  
88 Nays: None **Motion Carried**

89

90 **FIRE CHIEF REPORT:**

91 Dan Thorp reported on the Charlevoix Township Fire Station quarterly meeting updates for  
92 Hayes Township.

93 Report included:

94 - ISO Rating of 5-5Y

95 - Plans for Fire Truck and Fire Barn in Hayes Township

96

97 **COUNTY COMMISSIONER REPORT**

98 Bob Jess presented the County Commissioner Report.

99



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100 **PARKS AND REC. REPORT**

101 Ms. Collard presented the Parks and Rec. report.

102 The next regular Parks and Rec meeting is scheduled for December 1<sup>st</sup> 2025 at 4:00pm at  
103 Hayes Township Hall.

104

105 **PLANNING COMMISSION**

106 Mr. Cunningham presented the Planning Commission Report. The next regular Planning  
107 Commission meeting is November 18th, 2025, at 7:00 pm.

108

109 **ZONING BOARD OF APPEALS**

110 ZBA has an administrative meeting scheduled for November 19<sup>th</sup>, 2025 at 7:00 pm to review  
111 a variance request for 7125 Nine Mile Point drive.

112

113 **ZONING ADMINISTRATOR REPORT**

114 April Hilton presented a Zoning Administrator report.

115

116 **TRUSTEES REPORT:**

117 Mr. Cunningham stated the Swim Buoys have been removed from Eastern Avenue Beach. He  
118 will be pulling the Skid Pier at Hayes Township Park/ Camp Seagull within the next few weeks.

119 Ms. Collard stated the emergency information for the emergency services is being updated,  
120 they are seeking gate codes if residents would like the emergency services to have this  
121 information on file for access in case of emergency.

122

123 **SUPERVISOR REPORT:**

124 William Conklin presented a supervisor report.

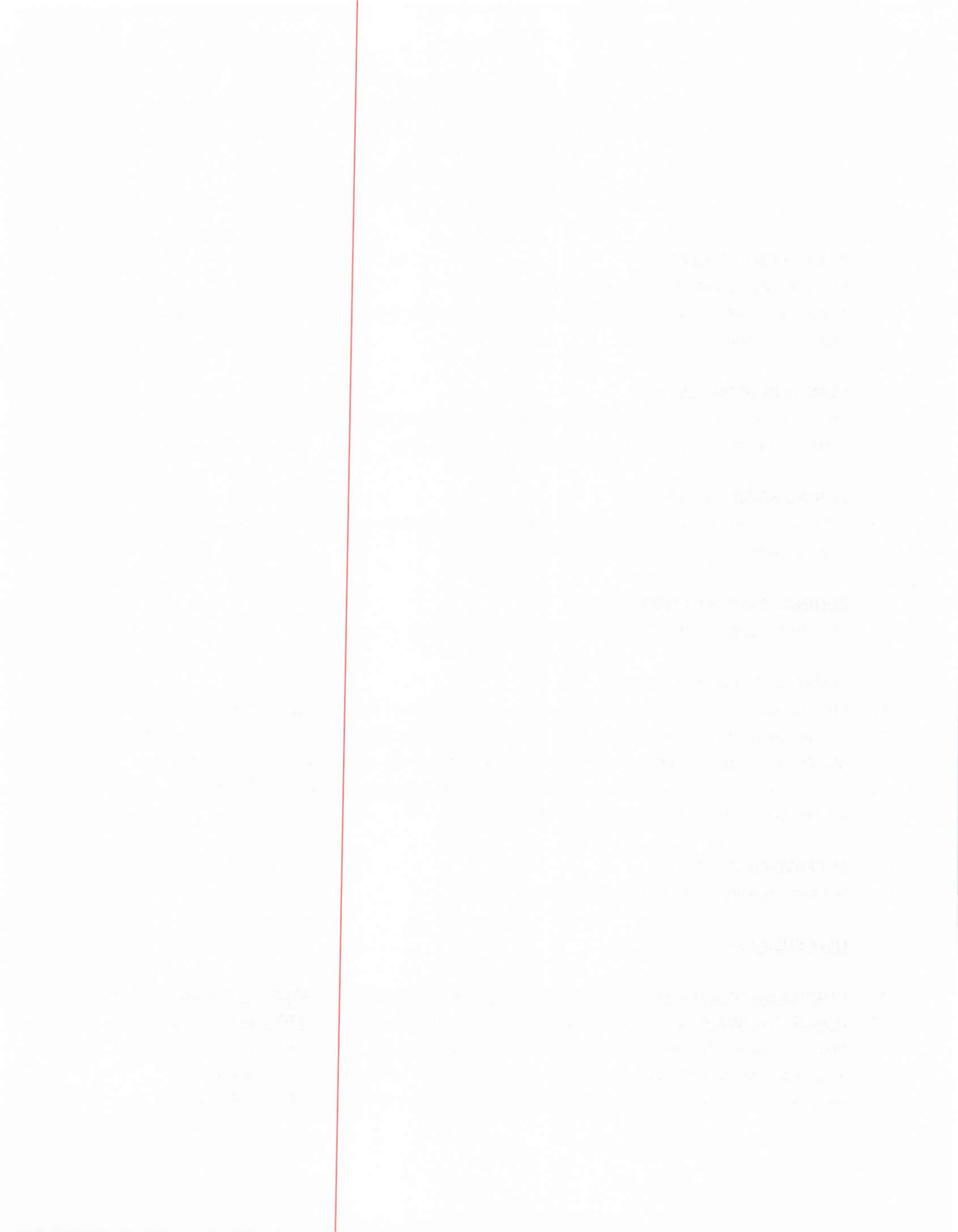
125

126 **NEW BUSINESS**

127

128 **DISCUSSION OF CURRENT LITIGATION (PHELPS, PHELPS, RUDOLPH, TAYLOR, LAVANWAY,**  
129 **UMLOR, VANWART, WILLIS V. HAYES TOWNSHIP – BOARD MAY GO INTO CLOSED SESSION:**

130 Ms. Baranski made a motion, supported by Mr. Kuebler to approve the board members go  
131 into closed session to consult with township attorney Todd Millar, regarding trial or  
132 settlement strategy in connection with pending litigation (PHELPS, PHELPS, RUDOLPH,



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133 TAYLOR, LAVANWAY, UMLOR, VANWART, WILLIS V. HAYES TOWNSHIP). A roll call was  
134 taken.  
135 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.  
136 Nays: None **Motion Carried**  
137 Ms. Baranski made a motion, supported by Mr. Kuebler to approve the board come out of  
138 closed session. A roll call was taken.  
139 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.  
140 Nays: None **Motion Carried**  
141 Ms. Baranski made a motion, supported by Mr. Kuebler to authorize Todd Millar to offer the  
142 plaintiffs, in exchange for dropping the two lawsuits, Board of Trustees will order the matter to  
143 be forwarded to the Zoning Board of Appeals for a public hearing and if not accepted by  
144 plaintiffs to have Todd Millar request an order from the court requesting same relief.  
145 A roll call was taken.  
146 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.  
147 Nays: None **Motion Carried**  
148  
149 **PLANNING COMMISSION NOMINATIONS:**  
150 Supervisor Conklin made a motion, supported by Ms. Baranski to open discussion of the  
151 nomination for Kevin Willis to the Planning Commission.  
152 Discussion included:  
153 - Completion of the Master Plan and Zoning Ordinance with the current members  
154 - Improving Diversity of current members  
155 - Education and dedication of both Mark and Carey  
156 A roll call was taken.  
157 Yeas: William Conklin  
158 Nays: Matt Cunningham, Julie Collard, Doug Kuebler and Kristin Baranski.  
159 **Motion Carried**  
160 Supervisor Conklin made a motion, supported by Ms. Collard to open discussion of the  
161 nomination for Laura Ford to the Planning Commission.  
162 Discussion included:  
163 - Carey's work on the survey was outstanding.  
164 - Laura Ford possibly a good fit for ZBA.  
165 A roll call was taken.



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166 Yeas: William Conklin

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

168 **Motion Carried**

169

170 **REZONE REQUEST PARCEL 15-007-125-009-00:**

171 Ms. Baranski made a motion, supported by Mr. Cunningham to approve the rezone for parcel #  
172 15-007-125-009-00 from AG to RR, located at 7977 Pincherry Road. Supported by the fact the  
173 rezone is consistent with the Hayes Township Master plan, it would be compatible with existing  
174 land uses in the neighborhood and it passed unanimously by both the Hayes Township and  
175 Charlevoix County Planning Commission.

176 A roll call was taken.

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

178 Nays: None Motion Carried

179

180 **SET BOARD OF REVIEW DATES DECEMBER MEETING:**

181 Ms. Baranski made a motion, supported by Ms. Collard, to set Board of Review for Tuesday  
182 December 9<sup>th</sup>, 2025 at 12:00pm until Business is complete.

183 A roll call was taken.

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

185 Nays: None Motion Carried

186

187 **CEMETERY RESOLUTION# 111025:**

188 AN ORDINANCE TO AMEND THE HAYES TOWNSHIP

189 CEMETERY ORDINANCE (ORDINANCE NO. 091018)

190 The Township of Hayes, Charlevoix County, Michigan ordains:

191 Section 7- Subsection (a) of the Hayes Township Cemetery Ordinance (Ordinance 091018-001)  
192 is hereby amended to state in full as follows:

193 All markers and memorials must be comprised of stone or other equally durable composition  
194 and shall face the same direction as the markers and memorials around them. Only one above  
195 grade stone or marker per burial space. Additional surface markers will be permitted.

196 Section 10- Subsection (c) of the Hayes Township Cemetery Ordinance (Ordinance 091018-001)  
197 is hereby amended to state in full as follows:

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198 See fee schedule for winter burials. No winter burials shall occur without the prior consent of  
199 the Township Sexton.

200 Section 11- Subsection (a) of the Hayes Township Cemetery Ordinance (Ordinance 091018-001)  
201 is hereby amended to state in full as follows:

202 Cremains may be buried in a container approved by the Township in a burial space that has\_  
203 been installed by the Township within a Township cemetery. A total of four (4) cremations per  
204 burial space or three (3) cremations and one (1) full burial per burial space. Full burial must be  
205 first. No cremations disinter to perform full burial.

206 Section 11- Subsection (b) of the Hayes Township Cemetery Ordinance (Ordinance 091018-001)  
207 is hereby amended to state in full as follows:

208 No cremains shall be scattered or dispersed within a Township cemetery.

209 Section 12- Subsection (c) of the Hayes Township Cemetery Ordinance (Ordinance 091018-001)  
210 is hereby amended to state in full as follows:

211 No flowers, shrubs, trees or vegetation of any type shall be planted outside of an urn. Any of  
212 the foregoing items planted without Township approval will be removed by the Township or  
213 the Township Sexton. No plants or scrubs with thorns are allowed.

214 Section 17- Subsection (a) of the Hayes Township Cemetery Ordinance (Ordinance 091018-001)  
215 is hereby amended to state in full as follows:

216 A standard vault is required to be installed or constructed in a burial space before interment in  
217 the cemetery

218 Section 17- Subsection (b) of the Hayes Township Cemetery Ordinance (Ordinance 091018-001)  
219 is hereby amended to state in full as follows:

220 Cremains require a cremation vault to protect the urn, or container.

221 Except as expressly amended by this ordinance/ordinance amendment, the rest or balance of  
222 the Hayes Township

223 Cemetery Ordinance (Ordinance No. 091018) shall remain unchanged an in full force and effect.

224 This Ordinance/amendment shall take effect upon the expiration of thirty (30) days after its  
225 publication (or a summary thereof) in the manner provided by law.

226 The vote to adopt this Ordinance/amendment was as follows:

227

228 Ms. Baranski made a motion, supported by Ms. Collard to adopt resolution #111025 as an  
229 amendment to the Hayes Township Cemetery Ordinance 091018-001 and update the fee  
230 schedule.

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

232 Nays: None Motion Carried

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234

235

236 **OLD BUSINESS**

237

238

239 **ZONING BOARD OF APPEALS ALTERNATE POSITION:**

240 Ms. Collard made a motion, supported by Ms. Baranski to open discussion to appoint ZeZe

241 Jess to the Zoning Board of Appeals as an alternate, expiring March 16<sup>th</sup> 2028.

242 - Ms. Jess would be a huge asset.

243 - Legal background is important for a ZBA member applicant.

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

245 Nays: Motion Carried

246

247 **MAPLE GROVE ROAD END ACCESS:**

248 Mr. Conklin is researching possible parking restrictions for Eastern Avenue beach. He will

249 present his findings at the next regularly scheduled board meeting.

250

251 Mr. Conklin will research for a possible path and plowing for the Maple Grove Road End Access

252 this winter to allow ice fishermen to access the lake there with minimal Shoreline Protection

253 Strip distribution with the help of Tipp of the Mitt and the Hayes Township Shoreland

254 Protection Committee.

255

256 **PUBLIC COMMENTS:** Public comments opened at 9:42 pm.

257 Comments included:

258 - Planning Commission Appointment discussion, Master Plan Draft, BRI/PC Workshop  
259 Meeting, Maple Grove Road End Access, Hayes Township Park / Camp Seagull,  
260 Sargent of arms at township meetings, board newsletter sent with tax bills, House  
261 Bill 4041 extension on poverty exemption, ZBA Alternate position, Supervisor getting  
262 to know current Planning Commission members, all areas of the township being  
263 represented by the Planning Commission.

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264 Public comments closed at 9:56 p.m.

265

266 **BOARD OF TRUSTEE COMMENT:**

267

268

269 **ADJOURNMENT:** Mr. Kuebler made a motion, supported by Mr. Cunningham, to adjourn at  
270 9:57 p.m.

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

272 Nays: None **Motion Carried**

273

274 Respectfully Submitted,

275 April Hilton

276 Hayes Township Deputy Clerk/Recording Secretary

## **December 2025 Treasurer Report**

*(As of December 1, 2025)*

### **Charlevoix State Bank**

1. General Fund-\$684,365.73

*(\$474,365.76 available, \$210,000 Recommended Reserve)*

2. Tax Account-\$86,524.92 *(restricted Treasury Funds)*

3. Township Warrant Checking-\$29,270.72

4. Pantry-\$4,491.88*(restricted funds)*

5. ARPA *(restricted funds)*-\$19,507.10

### **Horizon**

6. Hayes Township Road Fund-\$34,334.06*(restricted funds)*

1. Matt Cunningham and I met with Pat Weeks, Manager of the Charlevoix County Road Commission at the Maple Grove Road End. Mr. Weeks advised that the Road End has not been abandoned by the Road Commission and that creating a 8-10-foot-wide pathway over the Road End for access to the water would be approved by his office, without any cost to the Township. 8-10 feet is proposed to accommodate a person with a kayak or a rowboat, but would restrict access by a truck/car. Rainey has submitted an Estimate for clearing the down trees, cutting a dead tree at the SW corner of the road end to allow suitable access to the water, while conforming to our Road-End Ordinance. See Pictures attached to Maple Gove Road End, under Old Business.
2. The drainage work at Camp Sea-Gull has been completed. I think that the work was very well done, with one continuing concern. I sent a letter to Spierling Trucking and Excavating and Wayne Seger (Performance Engr) re: the curb along the West edge of the handicap parking area which is tapered much too severely at the drain. See Letter and pictures attached.
3. At Eastern Ave Beach, Ferguson Surveying found and marked a few monuments, installed one monument (had been removed) and installed two rods as boundary markers and staked the boundaries of the beach area. Their bid did not include a site plan map (\$350.00), which is on the Agenda for tonight. Pictures of the work have been preserved.
4. In our meeting with Pat Weeks, he stated that despite the many years of Hayes Township trying to get No Parking signs on Eastern Avenue, (near the beach) the Michigan State Police will not authorize said signs which only serve a seasonal purpose, ie. a summer problem. He does not have any authority about parking issues on any road. I will discuss the matter with the MSP and State of Michigan to see how we resolve this ongoing problem.
5. A Short-term rental Ordinance is being proposed. The Board of Trustees has been reviewing other township and municipal ordinances and have attended webinars to understand the complexity of the issues involved. If you have any suggestions or ideas concerning this issue, please submit a letter to the Township or discuss your thoughts with members of the Board.
6. A proposed Fireworks Ordinance and amendments to the Road End Ordinance will be on the Agenda for January, therefore I ask that you submit your suggestions or ideas about these matters as well.

Please remember that light fixtures must restrict all light to your property and must not trespass onto a neighbor's property.

Bill Conklin  
231-373-0059

WILLIAM M. CONKLIN  
Hayes Township Supervisor  
9195 Major Douglas Sloan Road  
Charlevoix, Michigan 49720  
(231) 373-0059

December 1, 2025

Mr. Wayne Seger  
Performance Engineers, Inc.  
06972 US-31 S.  
Charlevoix, Michigan 49720

Mr. Michael Spierling  
Spierling Trucking and Excavating  
2772 Pleasantview Road  
Pellston, Michigan 49769

Re: Camp Sea-Gull Drainage Improvements Construction

Dear Mr. Seger and Mr. Spierling:

Mr. Seger and I met during the first week of November to look at the progress of work performed by Spierling Trucking and Excavating to that date. The concrete work was complete, to wit: sidewalks, handicap parking area, drain in the Northeast area of the project and the drain in the Southwest corner of the project.

Mr. Seger brought his laser and we were able to determine that the completed sidewalk work conformed to the ADA standards and the slope/pitch of the concrete conformed with the ADA requirements and the blueprint specifications in the area of the handicap parking. However, I brought to Mr. Seger's attention that the curb along the west edge of the handicap parking was tapered from a 5-inch height to less than one-half inch on the west side of the drain in the SW corner of the handicap parking area. I am not certain whether that "tapering to such a degree" was the design specifications or whether that tapering was the interpretation by the concrete contractor for Spierling Trucking and Excavating. Please see attached photos.

I explained to Mr. Seger the history of the drainage problem stemming from the initial construction (8+ years ago) of the boat launch, designed by Performance Engineers, Inc. or its predecessor, as it was before my time. I am certain that a prior Board member discussed the same issue with Mr. Seger in the summer of 2024. The Township has believed for years that "fixing the problem" should not be its responsibility. However, after discussions and consultations, in the summer of 2024, the Township Board authorized Performance Engineers, Inc. to undertake the task of drafting a design to finally resolve/fix the drainage problems at Camp Sea-Gull.

Being non-engineers, the current Board approved Performance Engineers' design to resolve/fix the drainage problem, including washouts, erosion, and water ending up flowing into Lake Charlevoix, rather than flowing into the "designed" French drains. The Board authorized Performance to put the work out for bids, and Spierling Trucking and Excavating was awarded the bid, as the lowest bidder.

I am not qualified to conclude that the tapering of the curb from 5 inches to one-half inch on the west side of the SW drain is a design flaw or a concrete contractor flaw. However, on behalf of the taxpayers in Hayes Township, I am concerned that the failure to have a 5 inch or 4 inch curb/backstop on the west side of the drain in the SW corner may result in water run-off over the drain and into the grass (possible erosion or washout) and water flowing down the sidewalk, into the bathrooms and beyond.

Mr. Seger stated to me that the present construction “should” handle any rainstorm. However, I have not received any assurance that the present design will absolutely handle any rainstorm. Given the occurrence of 100-year storms in our area, I do not believe that the Township should bear any cost over the “possibility” of a failure of the design or construction of the drainage improvements. The taxpayers should not be required to bear any further cost associated with another repair or another resolution because of a possible failure or a “possible 100-year rainstorm”.

Therefore, I am kindly requesting that you and Spierling Trucking and Excavating send to me your ideas on how the likelihood of a drain failure can be resolved, prior to the Township authorizing payment to either of you. I do not believe that it is prudent to simply “trust” what has been done, without contractual assurances. Historically, trusting the process before has now caused the taxpayers to be on the hook for approximately \$56,000.00, to fix what should have been designed and installed properly, many years ago.

I discussed legal options and “expert” opinions that are available with Mr. Seger, however, I do not want to venture in that direction at this time, as I trust that you will offer a viable resolution to alleviate our concerns.

Thank you for your attention to this matter, as I look forward to hearing from you both.

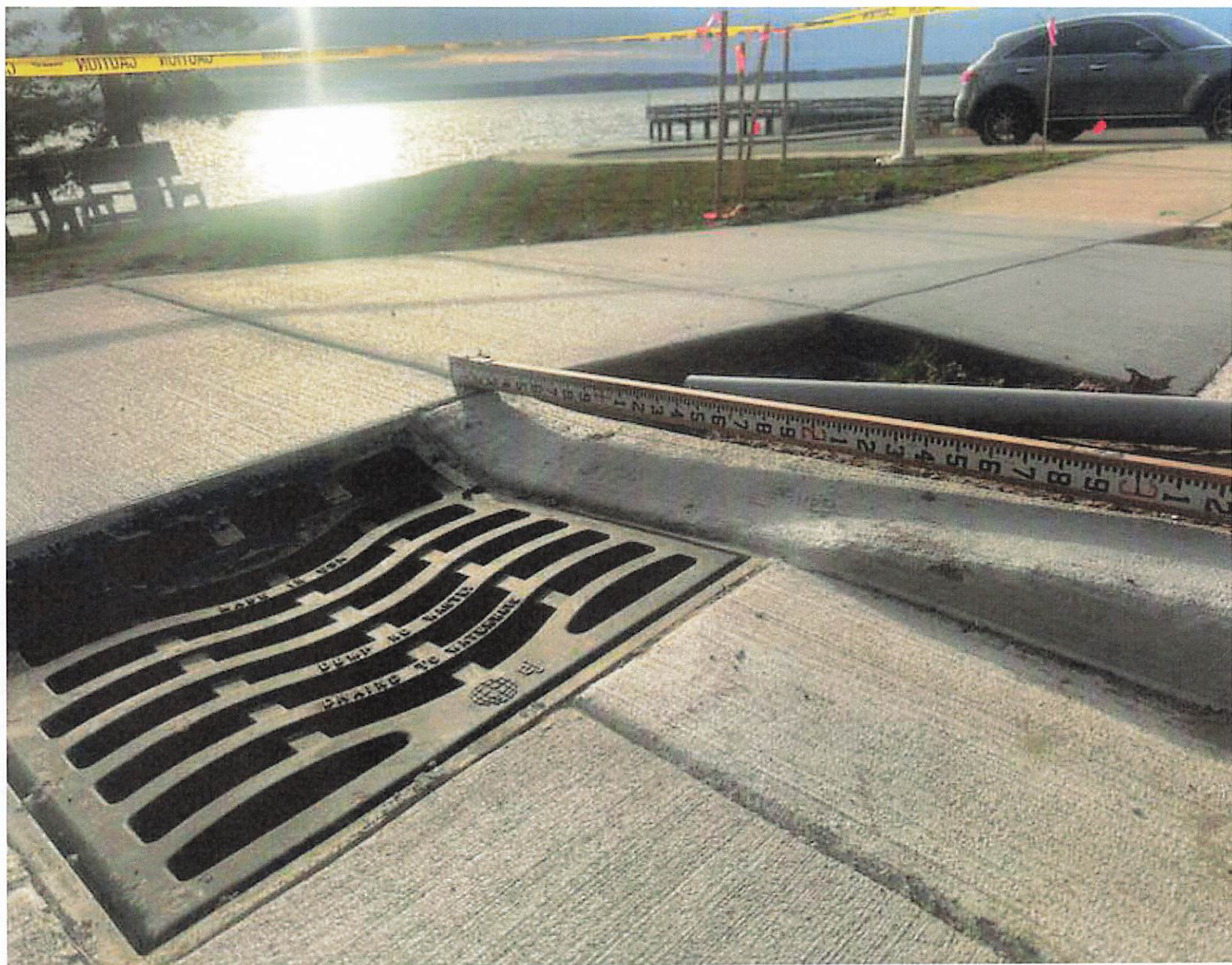
Cordially,

*William M. Conklin*

William M. Conklin  
Hayes Township Supervisor  
supervisor@hayestownshipmi.gov  
231-373-0059









## **Zoning Administrator Report**

### **December 2025**

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

- Variance application for 6995 Birdland Drive approved at ZBA meeting on July 23<sup>rd</sup> 2025 at 7:00 pm. Applicant will submit Site Plan for the Shoreland Protection strip from the Stream and Lake Charlevoix after the first of the year.
- Communicating with landowner regarding violation for a non permitted patio on Oyster Bay Drive. Sent Zoning permit application and section 3.14 of the Hayes Township Zoning Ordinance to landowner.
- Received rezone request application for 7977 Pincherry Rd. Planning Commission approved the request at their meeting on September 16<sup>th</sup> 2025. Rezone has been reviewed Charlevoix County Planning Commission. Hayes Township Board of Trustees approved Rezone Request at their November 10<sup>th</sup> 2025 Meeting.
- Received Zoning permit application for New Single Family Dwelling on Spring Street, Shoreline Protection Committee will be scheduling a site visit. Applicant submitted a variance request application.
- Received Variance request application for 7125 Nine Mile Point Dr. Zoning Board of Appeals approved variance request on November 19<sup>th</sup> 2025. Shoreline restoration plan was approved by Planning Commission on November 18<sup>th</sup> 2025.
- Variance request application for 7720 Indian Trails Dr, ZBA approved Variance request at the October 8<sup>th</sup> 2025 meeting. Waiting for Shoreline plan and Zoning Application from applicant.
- Received and reviewing zoning permit application for a demo and rebuild of a detached garage on Birdland Drive. Shoreline Subcommittee conducted a site visit. Waiting for additional information from applicant.
- 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. Shoreline plan from applicant will be submitted after the new year.



- Inspected and trying to contact landowner, last communication with landowner stated he was not well on Villa Road for Violation of Nuisance Ordinance and a non-compliance complaint.
- Spoke with landowner with storage units on US 31 East of Burgess, to relocate their sign.
- DeWitt Marine has communicated they are no longer leasing the parcel.
- Application for a new single family dwelling unit on Murray Road. Waiting for additional information from landowner.
- Spoke with Holtec Representative, sign permitted to Holtec on 4/23/2025 was placed incorrectly, they are contacting MDOT for a survey showing the width of the ROW for that part of US31.
- Met with Landowner regarding complaint of a Shoreline violation on Peaceful Valley Road, they will be submitting a Shoreline Restoration plan.
- Continuing to see progress from landowner on Maple Grove Road for a Nuisance Ordinance complaint, Charlevoix County Fire Department Chief is monitoring parcel for fire hazards. EGLE confirmed that the property owner complied with requirements, contaminated soils were removed from the site.
- Received and reviewing Zoning permit application for a new single family residence on Deer path Drive. Stop Work Order has been issued on this project, until shoreline protection strip is restored. Property has also been cited for wetland violation.
- Received and reviewing zoning permit application for an addition to an existing single family residence on Birdland Drive. Application includes a shoreline restoration plan. Waiting for applicants response to the Shoreline Subcommittee and Tip of the Mitt recommendations regarding the Shoreline Protection Strip.
- Sent Violation notice letter to landowner on US 31 across from the Country Club for the incorrect placement of a sign.

|          |                         |                    |                        |                                                                                                                                 |
|----------|-------------------------|--------------------|------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| 25-12-01 | 12/04/25 007-600-003-00 | 8185 Shrigley Road | Robert & Gloria Clarke | New 16X28 Accessory Building with a no-mow zone from the OHWM land ward to existing fire pit as recommended by Tip of the Mltt. |
|----------|-------------------------|--------------------|------------------------|---------------------------------------------------------------------------------------------------------------------------------|

|          |          |                   |               |           |     |
|----------|----------|-------------------|---------------|-----------|-----|
| Division | 12/04/25 | 15-007-133-018-00 | 9284 Woods Rd | FLA Trust | R-1 |
|----------|----------|-------------------|---------------|-----------|-----|



## QUOTE

### Mike's Tree Service

616 W Michigan Ave  
Boyne City, MI 49712  
616-299-7715

Date: November 29, 2025

To: Hayes Township  
9195 Major Douglas Sloan Rd  
Charlevoix, MI 49720  
231-350-3386  
[deputyclerkhayes@gmail.com](mailto:deputyclerkhayes@gmail.com)

For: Camp Seagull, 8580 Boyne City Rd

|  | Description                                                                                                          | Line Total |
|--|----------------------------------------------------------------------------------------------------------------------|------------|
|  | Take down large Maple tree that is leaning on the well house.<br>Leave the tree on the ground for others to cleanup. | \$2,000.00 |
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Total: \$2,000.00

Thank you for the opportunity!





# PROPOSAL

**Manthei Construction, L.L.C.**  
**05481 U.S. 31 SOUTH**  
**CHARLEVOIX, MI 49720**  
**PHONE (231) 547-6595**

|                                                         |                                          |            |                             |
|---------------------------------------------------------|------------------------------------------|------------|-----------------------------|
| <u>SUBMITTED TO</u><br>Hayes Township                   | <u>PHONE</u>                             | <u>FAX</u> | <u>DATE</u><br>11/3/25      |
| <u>STREET</u><br>8580 Boyne City Road                   | <u>JOB NAME</u><br>Retaining Wall Repair |            |                             |
| <u>CITY, STATE AND ZIP CODE</u><br>Charlevoix, MI 49720 | <u>JOB LOCATION</u><br>Hayes Twp         |            |                             |
| <u>ATTENTION</u><br>April                               | <u>ARCHITECT / ENGINEER</u><br>N/A       |            | <u>DATE OF PLANS</u><br>N/A |

## HAYES TOWNSHIP PARK / CAMP SEA-GULL

**Retaining Wall Repair.....\$3,200.00 lump sum**

### Work Includes:

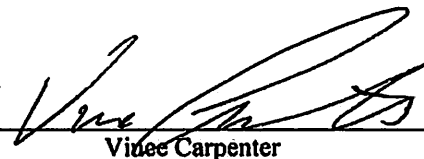
- Remove broken block and cap materials
- Replace 1 block and three sections of concrete cap

### Payment to be made as follows:

**Net due within 30 days of invoice. A 1.5% per month late fee charge will be applied to all overdue balances.**

All work to be completed in workmanlike manner according to standard practices. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire and other necessary insurance. Our workers are fully covered by workmen's compensation insurance. We, at our option, may cease work and/or terminate this contract if we feel insecure about receiving payment as hereinabove provided. Upon such ceasing and/or termination of work, we shall be entitled to retain and/or receive all monies paid or due us for work performed prior to such ceasing and/or termination as such monies shall be deemed fully earned by all parties to this contract. No other party shall perform work covered by this contract until we have been paid all monies due us.

Authorized  
Signature \_\_\_\_\_

  
Vince Carpenter

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**ACCEPTANCE OF PROPOSAL** – The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_ Signature \_\_\_\_\_

11:34



Kristin >



Hello, I checked the wall and it's too much work for on person to manage. Heavy equipment is needed and don't think Greg & I should try and mess with it in the Spring...leave it to the professionals.

There is at least one block to replace and two sections of ledge slab.

Happy Thanksgiving 🦃 !!



iMessage





# **HAYES TOWNSHIP BOARD OF TRUSTEES**

## **Regular Meeting Schedule 2026**

|                    |         |                         |
|--------------------|---------|-------------------------|
| January 12, 2026   | 7:00 PM |                         |
| February 9, 2026   | 7:00 PM |                         |
| March 09, 2026     | 7:00 PM |                         |
| April 13, 2026     | 7:00 PM |                         |
| May 11, 2026       | 7:00 PM |                         |
| June 08, 2026      | 6:00 PM | (Annual Budget Hearing) |
| June 08, 2026      | 7:00 PM |                         |
| July 13, 2026      | 7:00 PM |                         |
| August 10, 2026    | 7:00 PM |                         |
| September 14, 2026 | 7:00 PM |                         |
| October 12, 2026   | 7:00 PM |                         |
| November 09, 2026  | 7:00 PM |                         |
| December 14, 2026  | 7:00 PM |                         |



**Application for Service on Hayes Township Boards, Commissions, and Committees**

09195 Major Douglas Sloand Rd.

Charlevoix, MI 49720

(231)547-6961

Applicant Name: Laura Ford Date: 10/25/2025

Street Address: [REDACTED]

City, Zip, & State: Charlevoix MI 49720

Telephone Number: [REDACTED] cell work home

Email: [REDACTED]

Which Board/Commission/Committee would you like to serve on? (circle all that apply)

Board of Review Planning Commission Cemetery Committee Library Board Parks & Recreation  
Zoning Board of Appeals Road Committee

Tell us why you want to serve the township. What makes you a good candidate?

I love this area for its rural nature and the diverse landscape of rural Michigan. I am trying to make a positive impact on my community at the local level.

Briefly describe your education & employment history.

Currently I work as a Clinical professor of nursing at Northwestern, teach Health Policy & Law for Western Michigan University, and provide in-home care assessments for Residential Home Health. I have a PhD Interdisciplinary Health, Masters in Nursing, BSN BS, and 2 associate degrees.

Have you served on boards in the past? If yes, which board(s)?

Current Chair Charlevoix County Democratic Party, executive Committee of same. Previous Ruling Elder & Congregational Deacon for large Presbyterian Church in Kalama zoo. Various work boards for administration at Bronson Hospital. Founding member of Michigan Council Nursing Practitioners.

Do you have any other skills or experiences you would like to share?

Awareness of community health. Desire to be fair & provide equity. I am aware of how regulations & policies shape practice from teaching Health Policy & Law.

Are there any potential conflicts of interest?

Not that I am aware of. I love the library in Charlevoix, and also like the rural nature of Hayes' Township.

For Board of Review Applicants, do you have any experience in: (circle all that apply)

Finance Real Estate Property Appraisal/Assessing Taxes Other: Policy

For Planning Commission applicants, please share which part of our community you would represent: (circle all that apply)

Agriculture Recreation Commerce Transportation Industry Economy  
Government Education Natural Resources Public Health Other: \_\_\_\_\_

Please feel free to attach any supporting documents (resume, letter of interest, etc.) to this application.

Reference(s): Please include name, address, phone number)

Janet Begrow Chambers ~~715 835-1111~~ Charlevoix 49720  
Connie Saltonstall CVX - Boyne City Rd. ~~517 835-1111~~  
Jim & JoEllen Rudolph ~~715 835-1111~~ ~~517 835-1111~~  
Larry & Carrie Minch Quaker Lane Rd. ~~517 835-1111~~  
Sam & Cass Williamson ~~715 835-1111~~ ~~517 835-1111~~

Signature of Applicant: [Signature]

Date: 10/25/2015

Please return to: Clerk, Hayes Township, 09195 Major Douglas Sloan Rd, Charlevoix, MI 49720

Email to: clerk@hayestownshipmi.gov

Hayes Township is an Equal Opportunity Employer and will not discriminate among applicants or employees with regard to race, religion, sex, age, national origin, height, weight, marital status, non-disqualifying disability, veteran status, or on the basis of any characteristic that is protected by state or federal law.



**Application for Service on Hayes Township Boards, Commissions, and Committees**  
09195 Major Douglas Sloan Rd. Charlevoix, MI 49720  
(231) 547-6961

Applicant Name: Kevin Willis Date: 10/31/2025  
Street Address: [REDACTED]  
City, Zip, & State: Charlevoix, Michigan 49720  
Telephone Number: [REDACTED] cell work home  
Email: \_\_\_\_\_

Which Board/Commission/Committee would you like to serve on? (circle all that apply)

Board of Review Planning Commission Cemetery Committee Library Board  
Parks & Recreation Zoning Board of Appeals Road Committee

**Tell us why you want to serve the township. What makes you a good candidate?**

I have vast experience at all levels of government - Tribal, Local, State, Federal. I have experience with the Michigan DNR, US Forest Service, USFWS, NAFWS, GLFC, Ontario Ministry Natural Resources and BIA as the Chief Conservation Officer for more than 25 years. I am aware that the soul of a community rests within proper integration of good water practices, responsible land use for the benefit of a community and environmental protections.

**Briefly describe your education & employment history.**

I graduated from the U.S. Indian Police Academy Class #079 in 1999. I have recently retired as Chief Conservation Officer of the Little Traverse Bay Band after 25 years as the Chief. Part of my job was to handle many conflicts, listen to opposing viewpoints and follow legal requirements. Within the group, differing ideas and opposing viewpoints can be worked out with discussion, study and research.

**Have you served on boards in the past? If yes, which board(s)?**

Charlevoix Rod and Gun Club; Greensky Hill Council, LTBB Trust Fund Board of Directors and LTBB Tribal Burial Board

**Do you have any other skills or experiences you would like to share?**

I have the ability to listen to others, comprehend different viewpoints and come to a conclusion which makes sense for the good of the community. I have never been one to dismiss another's viewpoint just because I differ philosophically; but I do try to seek a solution which best serves the common good.

**Are there any potential conflicts of interest?** No

**For Board of Review Applicants, do you have any experience in:** (circle all that apply)

Finance Real Estate Property Appraisal/Assessing Taxes Other: \_\_\_\_\_

**For Planning Commission applicants, please share which part of our community you would represent:** (circle all that apply)

Agriculture Recreation Commerce Transportation Industry Economy  
Government Education Natural Resources Public Health Other: ENFORCEMENT

Please feel free to attach any supporting documents (resume, letter of interest, etc.) to this application.

**Reference(s):** Please include name, address, phone number)

**Signature of Applicant:**

Keri Willis

**Date:**

10-31-25

Please return to: Clerk, Hayes Township, 09195 Major Douglas Sloan Rd, Charlevoix, MI 49720  
Email to: clerk@hayestownshipmi.gov Hayes Township is an Equal Opportunity Employer and will not discriminate among applicants or employees with regard to race, religion, sex, age, national origin, height, weight, marital status, non-disqualifying disability, veteran status, or on the basis of any characteristic that is protected by state or federal law.



Application for Service on Hayes Township Boards, Commissions, and Committees  
09195 Major Douglas Sloan Rd.  
Charlevoix, MI 49720  
(231)547-6961

Applicant Name: ① MAR FELICIANO Date: Nov 10<sup>th</sup>  
Street Address: [REDACTED]  
City, Zip, & State: CHARLEVOIX MI, 49720  
Telephone Number: [REDACTED] ☒ cell ☐ work ☐ home  
Email: [REDACTED]

Which Board/Commission/Committee would you like to serve on? (circle all that apply)

☒ Board of Review ☒ Planning Commission ☐ Cemetery Committee ☐ Library Board ☐ Parks & Recreation  
☐ Zoning Board of Appeals ☒ Road Committee

Tell us why you want to serve the township. What makes you a good candidate?

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Briefly describe your education & employment history.

GED, 2013-2020 HAYES TWP WEB ADMIN  
2003-2011 DETROIT POLICE WEB ADMIN 1986-2011  
FROM PATROL, INVESTIGATOR, SUPERVISOR  
2017 TO DATE PART TIME WITH "GREAT LAKES EXCAVATION"

Have you served on boards in the past? If yes, which board(s)?

BOR, PLANNING, PARKS & REC IN HAYES TOWNSHIP

Do you have any other skills or experiences you would like to share?

computer skills

Are there any potential conflicts of interest?

NONE

For Board of Review Applicants, do you have any experience in: (circle all that apply)

Finance Real Estate Property Appraisal/Assessing Taxes Other: \_\_\_\_\_

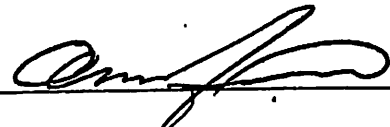
For Planning Commission applicants, please share which part of our community you would represent: (circle all that apply)

Agriculture Recreation Commerce Transportation Industry Economy  
Government Education Natural Resources Public Health Other: \_\_\_\_\_

Please feel free to attach any supporting documents (resume, letter of interest, etc.) to this application.

Reference(s): Please include name, address, phone number)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant: 

Date: Nov 10<sup>th</sup> 2025

Please return to: Clerk, Hayes Township, 09195 Major Douglas Sloan Rd, Charlevoix, MI 49720  
Email to: [clerk@hayestownshipmi.gov](mailto:clerk@hayestownshipmi.gov)

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# Hayes Township Position Application

09195 Old US 31 N  
Charlevoix, MI 49720  
(231) 547-6961

Applicant Name: LuAnne Kozma Position Requested Planning Commission

Street Address: [REDACTED] Telephone No.: [REDACTED]

City, State & Zip: Charlevoix MI 49720

Email Address: [REDACTED]

Have you ever been convicted of a felony? Yes ☐ No ☒

## Education:

MA Folk Studies (Historic Preservation minor) - Western Kentucky Univ. 1984  
BS. Park & Recreation Resources (Interpretation) - Michigan State University 1981  
Certificate, Paralegal, Oakland County Community College, 2012

## Please briefly describe your employment history:

Contracted fieldworker (researcher) for state folk arts agencies in Iowa and Oregon.

- Museum curator, folklores and 4-H specialist for 25 years with Michigan State University Museum and MSU Extension 4-H
- National, state, county, and city park professional - various positions over the years. See attached resume.

## What attracts you to this position?

Writing zoning ordinance, protecting township's natural resources, revising master plan and park master plan, following proper procedures and following good planning and zoning principles, and serving the residents.

## State any particular experiences or skills that you believe would further qualify you for this position:

Completed Master Citizen Planner requirements, 2025 - through MSU Extension  
Completed Citizen Planner online course, 2025. Through MSUE  
Completed "Intro to Lakes" online course, 2022, through MSUE  
Familiarity with Hayes zoning ordinance and master plan  
Grant-writing, familiar with zoning, planning laws and case law.  
Served on City of Nor Park Commission.

Reference(s) (Name, Address,

Telephone):

Betsy Knox, East Lansing [REDACTED]

Signed: LuAnne Kozma Nov. 6, 2025

Please mail the completed application and any additional information you wish to include to: Hayes Township, 09195 Old US 31 N., Charlevoix, MI 49720. Or you can e-mail the application to [clerk@hayestownshipmi.gov](mailto:clerk@hayestownshipmi.gov)

Hayes Township is an Equal Opportunity Employer and will not discriminate among applicants or employees with regard to race, religion, sex, age, national origin, height, weight, marital status, non-disqualifying disability, veteran status or on the basis of any characteristic that is protected by state or federal law.

November 6, 2025

Bill Conklin, Supervisor  
Hayes Township Board of Trustees  
Hayes Township

Dear Supervisor Conklin and Trustees:

Attached is my application for serving on the Planning Commission, resume, and training certificates. I am a registered voter, year-round resident, and property taxpayer in Hayes Township. As you all know, I've been regularly attending Planning Commission and Board of Trustees meetings for the past four years. I think the community needs my service and voice on the planning commission for a number of reasons.

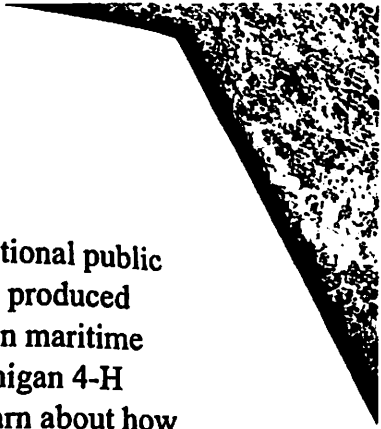
One reason is that segments of the community that I would represent on the PC, would be **natural resources, recreation, education, and housing**. I believe we do not have representation of natural resources, recreation or education currently.

Another is I have already taken planning and zoning training. Over the past three years I've completed the MSU Extension Citizen Planner Program (about 15 hours of instruction), earned the higher level Master Citizen Planner credential, and their "Introduction to Lakes" course. I'm currently taking the ZBA Certificate course.

Through my paralegal background and work, I've assisted with several litigations in zoning and planning law, including the Committee for Marshall—Not the Megasite which the fall resulted in a favorable ruling at the Michigan Supreme Court, and my own case regarding Stays of construction during ZBA appeals, at the Michigan Court of Appeals. I read case law on zoning and planning on a regular basis as new court orders come in, keeping up to date on the latest decisions.

I'm very familiar with the Hayes Township Zoning Ordinance and Master Plan, have read the zoning ordinances and master plans of other communities, and have studied in detail the Michigan Zoning Enabling Act and Planning Enabling Act.

**Natural resources-wise**, I have lifelong experience in citizen activism to protect natural resources. My parks and recreation background is described in my resumé. Currently the draft ordinance would decrease the amount of shoreland protected along Lakes Charlevoix and Michigan. Hayes residents and the greater Charlevoix community need a lakes-oriented, shoreland protection voice on the Hayes Planning Commission.



As an **educator** at Michigan State University, I was responsible for educational public outreach through a variety of programs. I wrote educational materials and produced workshops for and with 4-H leaders, youth and teachers. One workshop on maritime traditions, was held here in the City of Charlevoix. I coordinated the Michigan 4-H Capitol Experience one year, attended annually by about 100 youth, to learn about how state government works, and how bills become laws. A major effort in my 25 years at MSU was educational programming at folklife festivals, in exhibits, and through traditional arts apprenticeships. I also was a member of the Michigan Education Association and was my union's local secretary for about 2 years.

Another reason is my experience in documenting historic **housing**. The existing housing stock is an important part of any community and essential in place-making. Part of my masters degree was a minor in Historic Preservation. (Coursework included Local History Research, Vernacular Architecture, Historic Preservation Planning, American Urban History, Cultural Geography). I've documented housing through historical field surveys in Kentucky and Michigan. For 9 years I chaired the City of Novi's Historic District Study Committee, which documented and photographed over 500 mostly residential historic buildings throughout the township-sized City. I was the statewide coordinator of the Michigan Barn and Farmstead Survey, edited the how-to publication for the survey, and taught 4-H leaders and youth how to document farmsteads and farm houses. I especially appreciate older homes and architecture and am interested in preservation of this type of housing stock. I coordinated the restoration and rehabilitation of a family home, an 1870s farmhouse, in the township. I wrote a successful National Register application for the St. Helena Island Lighthouse. For several years conducted oral history research and edited the book "Living at a Lighthouse" while serving on the Board of the Great Lakes Lighthouse Keepers Association.

In addition to my **recreation** professional experience in parks in the local, state, county and federal levels, I gave in-person testimony to the US House of Representatives Appropriations Committee in Washington DC on the Land and Water Conservation Fund Act, about the protection of parkland. The LWCF is a grant program similar to the Michigan Natural Resources Trust Fund. I assisted the City of Novi with a successful Michigan Natural Resource Trust Fund grant to acquire new parkland. I created the first video presentation to the MNRTF:

<https://www.youtube.com/watch?v=TnGkimLdue0&t=4s>

**What would make me a good candidate for the PC:**

I do my homework, study the materials, come to meetings prepared. I appreciate debate and discussion, and don't like to make rash decisions. I have academic experience as a

writer and editor. I also am very cognizant of proper procedure. I study the Michigan Planning and Zoning enabling acts. I'm familiar with the history of Hayes Township's first zoning commission and later the planning commission, having come in to study the historical documents at the township and county offices. I like to engage with the public and would seek their input broadly and deeply, not just through surveys but by face to face conversations. Planning is supposed to involve as many members of the township as possible. I'd like the Planning Commission to return to this style of planning. I would take care to have the Commission follow proper procedures and the state laws when doing planning and zoning. I would give fair and well-reasoned consideration to all issues and applications that come before the Commission.

I've been making public comments on the Commission's lack of proper procedure for some time now. I think the community would be better served if I were doing so as a planning commissioner.

Thank you for your consideration.

Sincerely,

*LuAnne Kozma*

LuAnne Kozma

~~XXXXXXXXXX~~  
Charlevoix MI 49720

**LuAnne Kozma** [REDACTED], Charlevoix, MI 49720  
E-mail: [REDACTED]

## **EDUCATION**

Certificate Paralegal, Oakland County Community College, 2012.  
Master of Arts, Folk Studies, Western Kentucky University, 1984.  
B.S. Park and Recreation Resources, Michigan State University, Honors College, 1981.

## **POSITIONS**

**Assistant Curator of Folk Arts and Associate Program Director**, Michigan Traditional Arts Program, Michigan State University Museum, Michigan State University, East Lansing, Michigan (1987-2012). Conducted field-based folklife projects, identified and documented folk artists for public programs, developed curricula, resource materials, youth leader training workshops, museum collections and exhibitions. Coordinated the Michigan Barn and Farmstead Survey, the Michigan Heritage Awards program, and the Michigan Traditional Arts Apprenticeship Program. Directed the statewide folklife education program FOLKPATTERNS with Michigan 4-H Youth Development from 1987 to 2009. Twenty-five years producing folklife festivals including the Festival of Michigan Folklife, National Folk Festival (1999-2001), and Great Lakes Folk Festival (2002-2012). Curated festival programs on fire fighting traditions, children's folklife, traditional games, traditions of "The Thumb" of Michigan, "green" traditions, and maritime and occupational folklife.

**Michigan Director**, Defense of Place, [www.defenseofplace.org](http://www.defenseofplace.org) (2006-2009). Defense of Place is a project of Resource Renewal Institute, a non-profit organization that works to assure that parks are protected in perpetuity. Provided direct assistance to community organizations, friends of the parks groups and individuals to develop strategies for successful campaigns to protect parks against threats from development, sale, or destruction. Testified to U.S. House of Representatives Appropriations Committee, Subcommittee on Interior, Environment and Related Agencies in 2008 on the Land and Water Conservation Act. Continued these activities as an individual in organizations to protect Eliza Howell Park (Detroit), Jean Klock Park (Benton Harbor) and others.

Previous positions in cultural parks and museums for City of St. Clair Shores, Michigan at Selinsky-Green Log House Museum (1986-87); Henry Ford Museum (1984-85); National Park Service at Sleeping Bear Dunes National Lakeshore (1983) and Delaware Water Gap National Recreation Area (1982); City of Evanston,

## GRANTS

Wrote and received numerous grants through the years from National Endowment for the Arts, Michigan Council for Arts and Cultural Affairs, Michigan Humanities Council, Michigan Coastal Zone Management Program, Michigan Sea Grant, Michigan Natural Resources Trust Fund.

## COMMUNITY ACTIVITIES AND ISSUES ACTIVISM

Great Lakes Lighthouse Keepers Association board of directors, 1984-1990; Novi (Michigan) Historic District Study Committee chair, 1990-1999; International Guild of Knot Tyers North American Branch, secretary 1994-2001; City of Novi Parks and Recreation Commission, 1999-2002; Novi Historical Commission; Charter amendment campaign to protect Novi park from golf course development; Co-founder, Preservation Novi; Co-founder and vice president, Friends of Novi Parks; Co-plaintiff in citizen lawsuit, *Friends of Novi Parks v. City of Novi*, 2001; Led grassroots effort to acquire Meadowbrook Park and new park acreage for City of Novi and assisted with successful Michigan Natural Resources Trust Fund acquisition grants, 2005 and 2007; Youth leader (Girl Scouts and 4-H) for ten years; Michigan Democratic Party Environmental Caucus, 2004-2006, secretary, vice chair; attended Camp Wellstone political training program, 2004; secretary, Friends of Eliza Howell Park, Inc.; co-founding member, Detroit Parks Coalition; organizer of "Protecting Public Parks" session by Park Advocate Alliance at U.S. Social Forum. Co-founder and webmaster, Ban Michigan Fracking, a grassroots group dedicated to banning hydraulic fracturing in Michigan. Campaign director and treasurer, Committee to Ban Fracking in Michigan, state ballot question committee, 2012-present.

## SELECTED PUBLICATIONS

2008 MacDowell, Marsha and LuAnne Kozma, editors. *Folk Arts in Education: A Resource Handbook II*. East Lansing, Mich.: Michigan State University Museum. Also see: [www.FolkArtsInEducation.org](http://www.FolkArtsInEducation.org)

2007 MacDowell, Marsha and LuAnne Kozma. 2007. "FOLKPATTERNS: A Place-Based Youth Cultural Heritage Education Program." *Journal of Museum Education*, Vol. 32, No. 3 (Fall 2007).

2006 "Maritime Knotwork," in *The American Midwest: An Interpretive Encyclopedia*, Richard Sisson, Christian Zacher, and Andrew Clayton, editors, Bloomington, Indiana: Indiana University Press.



Illinois at Grosse Point Lighthouse (1981-82); Mackinac Island State Park; backpacking instructor, Girl Scout National Center West, Ten Sleep, Wyoming.

## **CONSULTING**

**Contracted Folklorist/Fieldworker**, Iowa Arts Council. Interviewed folk artists and documented folk arts traditions in four successive regional Folk and Traditional Arts Surveys over four years in North Central Iowa (2009-2010); South Central Iowa (2010-2011); South Eastern Iowa (2011-2012); and North Eastern Iowa in 2012-2013. Funded by NEA grants.

**Contracted Folklorist/Fieldworker**, Oregon Folklife Network/University of Oregon, conducted fieldwork of folk and traditional artists of Lake and Klamath counties for Southern Oregon Folklife Survey, 2013-2014. Funded by NEA grant.

**Reviewer**, Illinois Arts Council, Master Folk Artist/Apprenticeship Program, 2013.

**Panelist/Reviewer**, National Endowment for the Arts, Washington D.C., National Heritage Fellowship Awards, 2011.

**Reviewer**, Missouri Arts Council. For the publication *Show-Me Traditions: An Educator's Guide to Teaching Folk Arts and Folklife in Missouri Schools*, 2009.

## **EXHIBITIONS**

*The Michigan 4-H History Project Exhibit: Celebrating 100 Years of 4-H*, 2002-2003. Michigan State University Museum, and at 4-H Kettunen Center, Tustin, Michigan.

*Marlinespikes and Monkey's Fists: Traditional Arts and Knot-Tying Skills of Maritime Workers*, 1994. Michigan State University Museum. Traveling version circulating in museum traveling exhibition program.

## **PROFESSIONAL SERVICE AND AFFILIATIONS**

Michigan Task Force on Creativity, Arts and Cultural Education; Grant reviewer for Michigan Council for Arts and Cultural Affairs, Smithsonian Institution, Michigan Humanities Council's Arts and Humanities Touring Directory, National Endowment for the Arts, and National Endowment for the Humanities; Michigan Folklore Society former president; American Folklore Society; Michigan State University Administrative Professional Association (Michigan Education Association) former board secretary.

2002 *The Michigan 4-H History Project: Collection Manual & Oral History Interviewing Guide*. Michigan State University Extension. # 4-H 1598.

2000 Editor, *Michigan Barn and Farmstead Survey Manual*, by Steve Stier. East Lansing, Mich.: Michigan State University Museum. Revision, (2009) on website: [www.michiganbarns.org](http://www.michiganbarns.org).

1999 *The Great Lakes Education Program Educator's Handbook*. Michigan Sea Grant College Program, Michigan State University Extension. Contributing author.

1998 "Entering the World of the Fire Fighter" and sections on fire fighting traditions in *1998 Michigan Folklife Annual*, Michigan State University Museum, pp. 56-69 and 91-94.

1996 "Earl Clifton Beck" in *American Folklore: An Encyclopedia*, edited by Jan Harold Brunvand. New York: Garland Publishing.

1994 *Marlinespikes and Monkey's Fists: Traditional Arts and Knot-Tying Skills of Maritime Workers*. Exhibit catalog. Michigan State University Museum.

1991 *FOLKPATTERNS 4-H Leader's Guide: A Cultural Heritage Program*. Michigan State University Extension.

1990 Contributing author, *Cultural and Paleontological Effects of Siting a Low-Level Radioactive Waste Storage Facility in Michigan: Candidate Area Analysis Phase*, edited by Richard W. Stoffle. Ann Arbor: The University of Michigan, Institute for Social Research. Folklife section of chapter 4: pp. 147-168.

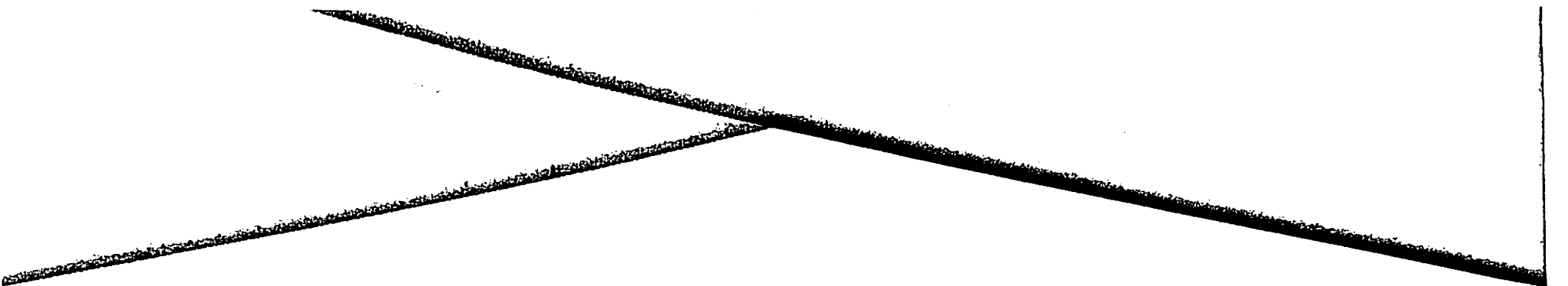
1987 Editor, *Living at a Lighthouse: Oral Histories from the Great Lakes*. Allen Park, Mich.: Great Lakes Lighthouse Keepers Association.

## HONORS

2009 American Folklore Society, Dorothy Howard Folklore and Education Prize.

2005 Michigan State University Extension, Outstanding Extension Specialist Award.

2003 Michigan Environmental Council, Michigan Land Use Hero Award.



# CERTIFICATE OF COMPLETION

WE HEREBY RECOGNIZE

**LuAnne Kozma**

for completing the Michigan State University Extension  
Introduction to Lakes Online course  
on

Monday, March 21, 2022



**MICHIGAN STATE** | **Extension**  
**UNIVERSITY**

Michigan State University Extension  
Citizen Planner Program

awards this

Citizen Planner Certificate

to

*LuAnne Kozma*

in recognition of successful completion of

Citizen Planner Online

**MICHIGAN STATE**  
**UNIVERSITY** | **Extension**

Friday, May 30, 2025

**MICHIGAN STATE**  
**UNIVERSITY**

**Extension**

**Michigan State University Extension**

**Citizen Planner Program**

*has conferred upon*

**LuAnne Kozma**

*the credential of*

**Master Citizen Planner**



Dave Ivan, Ph.D., Director  
Community, Food & Environment Institute  
Michigan State University Extension



April Hilton &lt;deputyclerkhayes@gmail.com&gt;

**Fwd: Maple Grove Road End -**

1 message

clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>  
 Reply-To: clerk@hayestownshipmi.gov  
 To: Deputy Clerk Email <deputyclerkhayes@gmail.com>

Wed, Nov 19, 2025 at 11:26 AM

----- Forwarded message -----

From: clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>  
 Date: Mon, Nov 17, 2025 at 9:45 AM  
 Subject: Fwd: Maple Grove Road End -  
 To: Ron Vanzee - Zoning <zoning@hayestownshipmi.gov>

Sent from my iPhone

Begin forwarded message:

From: clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>  
 Date: November 14, 2025 at 7:40:31 AM PST  
 To: Bill Conklin <supervisorhayestownshipmi@gmail.com>  
 Subject: Re: Maple Grove Road End -  
 Reply-To: clerk@hayestownshipmi.gov

Bill,

Got your update. I will include for all Board Members. I am writing up a notice for April to post at the hall and on the website. Please email her the agenda and all attachments so she can post that as well

On Thu, Nov 13, 2025 at 5:09 PM Bill Conklin <supervisorhayestownshipmi@gmail.com> wrote:

Oh my - I met with Mr. Robert Berg's Caretaker (Chris Hogard) this afternoon (the last house on the west side of Maple Grove Rd - across from Mrs. Winter's home but at a distance) to advise him what Hayes Twp intended to do at the Road End - we had a good talk and we drove to the end of the road and I showed him the dead and down trees that we intended to remove and he was good with it but did say I am sure that my boss will not want anything done there as he doesn't anyone accessing the water there.

Well, Mr. Berg called me and outlined his displeasure with anything that we might do there -- so, I thought that I would pass it along. Again two millionaires (as I am sure that I will hear from Mrs. Winters) want to limit the access which is guaranteed (by multiple Court Decisions) to the members of the public. Sure there are abuses and poor behavior (2%) but that should not restrict legal access for the other law-abiding citizens (98%). If that was the case we all would have very few liberties.

I had already discussed this with Todd Millar and he agreed that we could do whatever we wanted to do to improve that 66 foot road-end, within reason and using good stewardship as we discussed and the Shoreland Protection Strip did not apply. Cleanup is justified, proper and responsible.

Wanted you to know --

----- Forwarded message -----

From: Bill Conklin <supervisorhayestownshipmi@gmail.com>  
 Date: Thu, Nov 13, 2025 at 4:50 PM  
 Subject: Maple Grove Road End -  
 To: CORVETTE4BOB@gmail.com <CORVETTE4BOB@gmail.com>

Hello Mr. Berger:

Please see attached two Public Right-Of-Way Licenses, recorded in Liber 0934, Page 0101 and the second in Liber 0934, Page 0105 on 9/16/2010

Please also see an Affidavit Affecting Land which was filed by the Hayes Township Supervisor on 12/14/2009, this copy was provided to me by Pat Weeks, Manager of the Charlevoix County Road Commission.

Finally, please see the Hayes Township Road Ending Ordinance, for your information.

Thank you for your telephone call today, responding to my contact with your caretaker, Mr. Chris Hogard and making inquiry about the Township's intent to remove the dead and down trees, limbs, branches and a dead tree along the western portion of the 66 foot road end.

You expressed concern about the possible increased use by members of the public. You also mentioned that you or someone purchased a portion of the road by way of a payment of \$50,000.00. You advised that you would send me a copy of that.

If you have any other questions or concerns, please contact me at your convenience.

11/19/25, 11:29 AM

Gmail - Fwd: Maple Grove Road End -

Bill Conklin  
231-373-0059

--  
Kristin Baranski  
Hayes Township Clerk  
9195 Major Douglas Sloan Road  
Charlevoix, Michigan 49720  
231.547.6961

--  
Kristin Baranski  
Hayes Township Clerk  
9195 Major Douglas Sloan Road  
Charlevoix, Michigan 49720  
231.547.6961



# ESTIMATE

# EST-000173

Estimate Date: Nov 13, 2025

Expiry Date: Nov 12, 2026

## FROM:

**Rainey's Landscape LLC**

1490 S M75

Boyne City, MI, 49712

Email: leerrainey1996@gmail.com

Phone: (231) 373-8195

## TO:

**Hayes Township**

Attn: Bill Conklin

(Supervisor)

9195 Major Douglas Sloan Road

Charlevoix, MI, 49720

Phone: (231) 373-0059

## JOB:

| #                                                                 | Services | Qty  | Price      | Discount | Tax (%) | Total      |
|-------------------------------------------------------------------|----------|------|------------|----------|---------|------------|
| 1                                                                 | Labor    | 1.00 | \$2,520.00 | \$0.00   | No Tax  | \$2,520.00 |
| Labor to remove tree, clear brush, clear waste and leave on site. |          |      |            |          |         |            |
| Subtotal                                                          |          |      |            |          |         | \$2,520.00 |
| Grand Total (\$)                                                  |          |      |            |          |         | \$2,520.00 |

## Accepted payment methods

Check, Cash

## Message

I would be happy to have an opportunity to work with you.







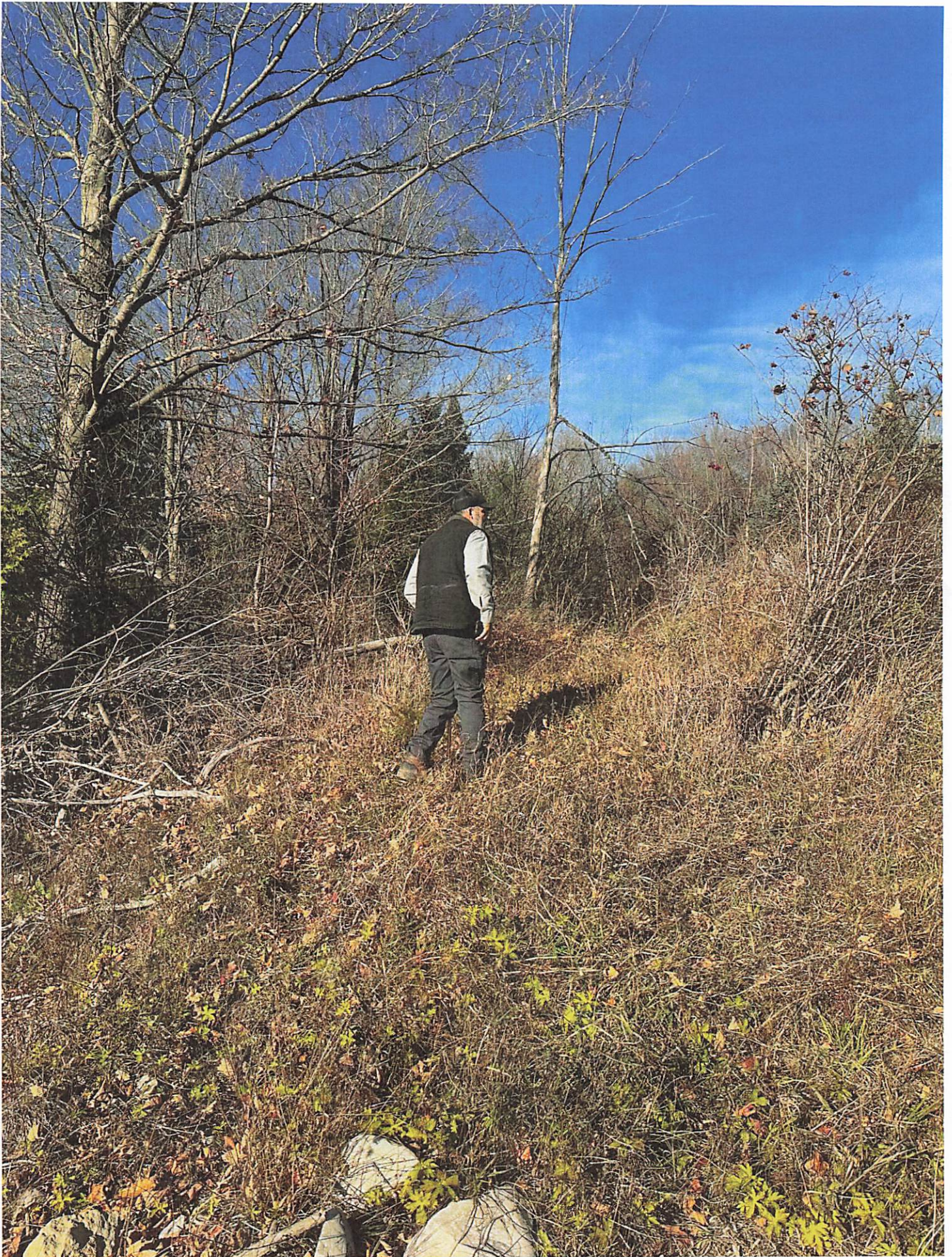
















Bill Conklin <supervisorhayestownshipmi@gmail.com>

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## Survey staking invoice for Eastern Avenue

4 messages

---

Scott Papineau <pappysa@fcasurveying.com>  
To: supervisor@hayestownshipmi.gov

Wed, Nov 19, 2025 at 11:29 AM

Bill,

I have attached the invoice for staking the beach parcel at the end of Eastern Avenue. If you have any questions, please let me know.

Thanks and have a great day.

Scott Papineau

**Ferguson & Chamberlain Associates Inc.**

**103 W. Upright St.**

**Charlevoix, MI 49720**

**231-547-6882**

---

 **24556 Hayes inv.pdf**  
197K

---

Bill Conklin <supervisorhayestownshipmi@gmail.com>  
To: Scott Papineau <pappysa@fcasurveying.com>

Wed, Nov 19, 2025 at 4:20 PM

Thank you Scott --

Are you going to prepare a map of what was staked? Or is that an extra fee -- if it is an extra fee, how much would it be to include that work? Our budget was not to exceed \$900, so if you could provide a map of what work was performed with the markers, monuments found, and new monument and two rods placed, that would be beneficial to the Township. Please advise when convenient.

Thank for your assistance.

Bill Conklin  
231-373-0059  
[Quoted text hidden]

---

Scott Papineau <pappysa@fcasurveying.com>  
To: Bill Conklin <supervisorhayestownshipmi@gmail.com>

Thu, Nov 20, 2025 at 7:16 AM

Bill,

The estimate did not include preparing a drawing, and I double checked my estimate to you to make sure, and I thought it was pretty clear that was the case. If you want a drawing of the existing conditions and the boundary lines, it will be an additional \$350. It will be a site plan drawing because I think it is more important to you to show the where certain features are on the lot rather than to have a recordable certificate of survey. If you have any more questions, please let me know.

Thanks and have a great day.

Scott Papineau

**Ferguson & Chamberlain Associates Inc.**

**103 W. Upright St.**

**Charlevoix, MI 49720**

**231-547-6882**

[Quoted text hidden]

---

**Bill Conklin** <supervisorhayestownshipmi@gmail.com>  
To: Kristin Baranski Clerk <clerk@hayestownshipmi.gov>

Thu, Nov 20, 2025 at 9:41 AM

Hello Kristin - hope all is well there with your brother,  
Here are the email exchanges - Julie and I indicated to Will (survey worker on the day) that we wanted a map which Scott now indicates or suggests a site plan drawing (shows features since one monument is in the middle of a large juniper near parking area) - his invoice is for \$800 and we authorized not to exceed \$900 - perhaps we need to discuss at December meeting? or what do you suggest? I did not ask enough questions when we first met so a drawing would be included, darn. Thanks, Bill

[Quoted text hidden]

---

 **24556 Hayes inv.pdf**  
197K



April Hilton &lt;deputyclerkhayes@gmail.com&gt;

**Fwd: public comment for the next Board meeting**

1 message

clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>  
 Reply-To: clerk@hayestownshipmi.gov  
 To: Deputy Clerk Email <deputyclerkhayes@gmail.com>

Wed, Dec 3, 2025 at 10:33 AM

----- Forwarded message -----

From: **Bill Conklin** <supervisorhayestownshipmi@gmail.com>  
 Date: Sun, Nov 30, 2025 at 4:28 PM  
 Subject: Fwd: public comment for the next Board meeting  
 To: Todd Millar <tmillar@parkerharvey.com>  
 Cc: Kristin Baranski Clerk <clerk@hayestownshipmi.gov>

We received this on 11/26 as the email indicates --- you may want to respond to his statement about the anticipated action of the ZA re: the stay. Or advise the Board as to your recommendation.  
 Feel free to call, if you want to discuss.

Thanks -  
 Bill 231-373-0059

----- Forwarded message -----

From: **Ellis Boal** <ellisboal@voyager.net>  
 Date: Wed, Nov 26, 2025 at 10:58 AM  
 Subject: public comment for the next Board meeting  
 To: kristin baranski <clerk@hayestownshipmi.gov>  
 Cc: Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Kristin,

Please include the following in the packet for the next Board meeting.

As the Board probably knows, on November 20 Todd filed a motion to the court in the *Phelps* cases against the Township, in which he stated on the Township's behalf:

On May 29, 2025, Plaintiffs filed a Claim of Appeal of a decision made by the zoning administrator regarding the issuance of a land use permit for Pickleball Storage, LLC.

Todd conceded this to the Court in absolute terms, not contingent on potential dealings or activity in the Phelps cases such as voluntary dismissal.

As I wrote Pickleball counsel and Todd yesterday, the import of the November 20 concession, under MCL 125.3604(3) and ZO § 8.11, is that after May 29-30 the Township should promptly have advised Pickleball Storage that the April 30 permit's effectiveness including all proceedings in furtherance of it were stayed.

That didn't happen after May 29. But with last week's concession I expect the ZA will now advise Pickleball Storage a stay is now in effect and if necessary he will take steps to enforce it.

Indeed perhaps the ZA has already done so. Please publicize a copy.

Thanks.

Ellis

--

Kristin Baranski  
 Hayes Township Clerk  
 9195 Major Douglas Sloan Road  
 Charlevoix, Michigan 49720  
 231.547.6961

Date: December 4, 2025

To: Hayes Township Planning Commission and Board of Trustees

From: Bill Henne

Subject: 2024/2025 Master Plan Draft

I have the following comments on the Master Plan Draft by the Hayes Township Planning Commission:

The draft is based on previous Master Plans and contains much of the same language. It is intended to be an upgrade. The problem is that much of the language in the previous plans has been removed or replaced with language that has a different meaning. In some cases, some of the omitted language was important and should remain. Some of the changes are improper, and some are just plain wrong.

For example, under "The Status of Planning and Zoning in Hayes Township", #4. encourages the preservation of natural AND SCENIC resources. "And scenic" was omitted. Put it back in. Also, under Wetlands, the sentence, "The State of Michigan's Environment, Great Lakes and Energy Department (EGLE) determines wetlands", is badly worded. Replace that sentence with EGLE's definition of wetlands. Finally, under "Septic Limitations", in the third paragraph, the phrase, "unless served by alternative septic system" should be removed. It is subjective and does not belong in a Master Plan.

It is also important to note that some of the changes carried over from the 2008 Master Plan to the 2020 Master Plan (This is the Plan that was approved in January of 2020, and adopted the following month, with minimal notice or publicity and with no one in the audience) were wrong.

In my opinion, there are two reasons for this. One is that the current Planning Commission does not seem to have a good understanding of the planning process and has been struggling for about six years to change the Zoning Ordinance with little positive progress to show for their efforts. The other reason is that the Township Board has spent that same time stacking the Planning Commission with loyalists rather than appointing diverse and more qualified members as required by the Planning Enabling Act. There are people who have served on the Planning Commission with conflicts of interest. There is a current member who has a profession that is a clear conflict of interest. A conflict of interest is typically defined as a situation where a person's personal or financial interests could interfere with their professional judgement.

One very important priority of the 2008 Master Plan, that was emphasized repeatedly, was clustered development with open space. Clustering is mentioned in the current draft but is not prioritized. This needs to be corrected. Under "Chief among specific

actions urged by the plan” is “Maintaining a zoning ordinance that encourages clustered development and requires INCREASED open space in large scale projects.” The word “increased” was left out. PUT IT BACK IN!

Also, there is no place on Boyne City Road for industrial development. Finally, under the same category, in “Refinement of waterfront protection measures”, the word “refinement” should be “enhancement”.

The Existing Land Use Map in both the 2020 Master Plan and the current draft indicate incorrect designations in zoning districts. One example is that Agricultural zones are shown as Residential Zones. This map is wrong, and it must be corrected.

There are many more examples of where changes from the previous Master Plans are either incorrect, or they amount to a “downgrade rather than an “upgrade”. These are serious problems that must be addressed. I feel that this draft is not ready to move on and that it needs a lot of further work before it is ready.

I, therefore’ recommend that the Board not approve the proposed draft today or any day soon. Please return it to the Planning Commission for further work.

Thank you.

**Willcomes Wood Products LLC**

4571 Lintlong Rd

Petoskey, MI 49770-9522 US

2318387972

office@willcomeswoodproducts.com



**ADDRESS**

Hayes Township

**SHIP TO**

Hayes Township

**Estimate 1153**

**DATE 12/07/2025**

|                                                                                      | QTY | RATE   | AMOUNT |
|--------------------------------------------------------------------------------------|-----|--------|--------|
| <b>Tree Removal</b><br>Removal of 1 Maple tree by the<br>pump house with no clean up | 1   | 850.00 | 850.00 |

SUBTOTAL 850.00

TAX 0.00

**TOTAL \$850.00**

Accepted By

Accepted Date

## CHECK REGISTER REPORT

| Check Date                 | Bank  | Check | Module | Vendor    | Vendor Name                 | Amount    |
|----------------------------|-------|-------|--------|-----------|-----------------------------|-----------|
| <b>Bank 00002 WARRANTS</b> |       |       |        |           |                             |           |
| 12/08/2025                 | 00002 | 15691 | HRMS   | 0001      | Alisa G Abiney              | 2,565.50  |
| 12/08/2025                 | 00002 | 15692 | HRMS   | 0003      | Kristin L Baranski          | 2,710.97  |
| 12/08/2025                 | 00002 | 15693 | HRMS   | 0009      | Julie M Collard             | 2,540.90  |
| 12/08/2025                 | 00002 | 15694 | HRMS   | 00000100  | WILLIAM CONKLIN             | 2,331.00  |
| 12/08/2025                 | 00002 | 15695 | HRMS   | 0010      | Carey L Cuddeback           | 79.28     |
| 12/08/2025                 | 00002 | 15696 | HRMS   | 0012      | Matthew B. Cunningham       | 430.22    |
| 12/08/2025                 | 00002 | 15697 | HRMS   | 00000101  | ALEXANDER CURLEY            | 83.11     |
| 12/08/2025                 | 00002 | 15698 | HRMS   | 0016      | Rex Greenslade              | 408.58    |
| 12/08/2025                 | 00002 | 15699 | HRMS   | 0017      | Roy W Griffiths             | 129.29    |
| 12/08/2025                 | 00002 | 15700 | HRMS   | 0018      | April Hilton                | 3,378.01  |
| 12/08/2025                 | 00002 | 15701 | HRMS   | 00000104  | JONI E HOSLER               | 79.28     |
| 12/08/2025                 | 00002 | 15702 | HRMS   | 00000105  | ZEZE JESS                   | 79.28     |
| 12/08/2025                 | 00002 | 15703 | HRMS   | 0026      | Douglas Kuebler             | 450.76    |
| 12/08/2025                 | 00002 | 15704 | HRMS   | 0028      | Claire T Martin             | 354.28    |
| 12/08/2025                 | 00002 | 15705 | HRMS   | 0045      | Jessica Perry               | 79.28     |
| 12/08/2025                 | 00002 | 15706 | HRMS   | 0046      | Kyle Perry                  | 44.05     |
| 12/08/2025                 | 00002 | 15707 | HRMS   | 0037      | Mark Snyder                 | 219.80    |
| 12/08/2025                 | 00002 | 15708 | HRMS   | 0038      | Ronald J Van Zee            | 2,118.98  |
| 12/08/2025                 | 00002 | 15709 | HRMS   | 0039      | JANICE A VEDDER WHIPPLE     | 123.34    |
| 12/08/2025                 | 00002 | 15710 | HRMS   | 0042      | Paul Zardus                 | 66.07     |
| 12/08/2025                 | 00002 | 15711 | AP     | EFTPS_HR  | INTERNAL REVENUE SERVICE    | 4,283.52  |
| 12/08/2025                 | 00002 | 15712 | AP     | STATE_HR  | STATE OF MICHIGAN           | 739.97    |
| 12/08/2025                 | 00002 | 15713 | AP     | 000000019 | BECKETT AND RAEDER          | 4,012.00  |
| 12/08/2025                 | 00002 | 15714 | AP     | 0035      | CHARLEVOIX SEWER & DRAIN    | 1,115.00  |
| 12/08/2025                 | 00002 | 15715 | AP     | 0050      | DTE                         | 315.79    |
| 12/08/2025                 | 00002 | 15716 | AP     | 0053      | FERGUSON & CHAMBERLAIN ASSO | 800.00    |
| 12/08/2025                 | 00002 | 15717 | AP     | 0057      | GANNETT HOLDINGS LLC OHIO   | 490.00    |
| 12/08/2025                 | 00002 | 15718 | AP     | 000000017 | GREAT LAKES ENERGY          | 718.81    |
| 12/08/2025                 | 00002 | 15719 | AP     | 000000018 | IRON MOUNTAIN               | 147.50    |
| 12/08/2025                 | 00002 | 15720 | AP     | 000000019 | LANDSCAPE STRUCTURES        | 8,150.00  |
| 12/08/2025                 | 00002 | 15721 | AP     | 0088      | MANER COSTERISAN            | 1,872.00  |
| 12/08/2025                 | 00002 | 15722 | AP     | 0114      | NORTHWEST FIRE              | 119.00    |
| 12/08/2025                 | 00002 | 15723 | AP     | 0115      | PARKER HARVEY LAW           | 4,126.00  |
| 12/08/2025                 | 00002 | 15724 | AP     | 0116      | PENCHURA                    | 2,500.00  |
| 12/08/2025                 | 00002 | 15725 | AP     | 0117      | PERFORMANCE ENGINEERS, INC. | 3,633.20  |
| 12/08/2025                 | 00002 | 15726 | AP     | 0125      | QUADIENT                    | 255.81    |
| 12/08/2025                 | 00002 | 15727 | AP     | 0128      | RAINEY'S LANDSCAPE LLC      | 2,000.00  |
| 12/08/2025                 | 00002 | 15728 | AP     | 0137      | SPECTRUM BUSINESS (CHARTER) | 78.92     |
| 12/08/2025                 | 00002 | 15729 | AP     | 000000017 | US BANK                     | 356.73    |
| 12/08/2025                 | 00002 | 15730 | AP     | 000000017 | VILLAGE GRAPHICS            | 96.00     |
| Total of 40 Checks:        |       |       |        |           |                             | 54,082.23 |
| Less 0 Void Checks:        |       |       |        |           |                             | 0.00      |
| Total of 40 Disbursements: |       |       |        |           |                             | 54,082.23 |

BUDGET REPORT  
Calculations As Of 12/31/2025

| GL Number                                   | Description                   | 25-26<br>Original Budget | 25-26<br>Amended Budget | 25-26<br>Activity | % Budget<br>Used | 25-26<br>Approved | 25-26<br>Requested |
|---------------------------------------------|-------------------------------|--------------------------|-------------------------|-------------------|------------------|-------------------|--------------------|
| <b>Fund: 101 GENERAL FUND</b>               |                               |                          |                         |                   |                  |                   |                    |
| <b>Account Category: Estimated Revenues</b> |                               |                          |                         |                   |                  |                   |                    |
| 101-000-402.000                             | REAL PROPERTY TAXES           | 301,000.00               | 301,000.00              | 560.00            | 0.19             | 0.00              | 301,000.00         |
| 101-000-425.000                             | SWAMP TAX                     | 360.00                   | 360.00                  | 388.90            | 108.03           | 0.00              | 360.00             |
| 101-000-429.000                             | COMMERCIAL FOREST RESERVE     | 20.00                    | 20.00                   | 0.00              | 0.00             | 0.00              | 20.00              |
| 101-000-528.000                             | ARPA GRANT REVENUE            | 73,455.00                | 73,455.00               | 0.00              | 0.00             | 0.00              | 73,455.00          |
| 101-000-550.000                             | TRANSFER IN                   | 50,000.00                | 50,000.00               | 0.00              | 0.00             | 0.00              | 50,000.00          |
| 101-000-566.000                             | GRANTS - COMMUNITY FOUNDATION | 10,000.00                | 10,000.00               | 0.00              | 0.00             | 0.00              | 10,000.00          |
| 101-000-569.000                             | OTHER STATE REVENUE           | 94,000.00                | 94,000.00               | 0.00              | 0.00             | 0.00              | 94,000.00          |
| 101-000-572.000                             | METRO ACT                     | 24,000.00                | 24,000.00               | 0.00              | 0.00             | 0.00              | 24,000.00          |
| 101-000-573.000                             | LOCAL COMMUNITY STABILIZATION | 8,000.00                 | 8,000.00                | 0.00              | 0.00             | 0.00              | 8,000.00           |
| 101-000-574.000                             | STATE SHARED REVENUE          | 200,000.00               | 200,000.00              | 76,567.47         | 38.28            | 0.00              | 200,000.00         |
| 101-000-576.000                             | ELECTION REIMBURSEMENT        | 5,321.00                 | 5,321.00                | 3,694.87          | 69.44            | 0.00              | 5,321.00           |
| 101-000-582.000                             | GRANTS - CHARLEVOIX COUNTY MI | 20,000.00                | 20,000.00               | 0.00              | 0.00             | 0.00              | 20,000.00          |
| 101-000-626.000                             | ZONING FEES                   | 10,000.00                | 10,000.00               | 6,180.00          | 61.80            | 0.00              | 10,000.00          |
| 101-000-642.000                             | CEMETERY SALES                | 1,000.00                 | 1,000.00                | 750.00            | 75.00            | 0.00              | 1,000.00           |
| 101-000-665.000                             | INTEREST AND DIVIDEND INCOME  | 2,500.00                 | 2,500.00                | 2,682.13          | 107.29           | 0.00              | 2,500.00           |
| 101-000-667.000                             | TOWNSHIP HALL RENT            | 1,500.00                 | 1,500.00                | 800.00            | 53.33            | 0.00              | 1,500.00           |
| 101-000-674.000                             | FOOD PANTRY DONATIONS         | 3,500.00                 | 3,500.00                | 75.00             | 2.14             | 0.00              | 3,500.00           |
| 101-000-674.500                             | FUNDRAISING                   | 5,000.00                 | 5,000.00                | 2,682.00          | 53.64            | 0.00              | 5,000.00           |
| 101-000-684.000                             | MISCELLANEOUS INCOME          | 500.00                   | 500.00                  | 207.25            | 41.45            | 0.00              | 500.00             |
| 101-000-696.000                             | LCEMS - EMS LOAN              | 122,977.56               | 122,977.56              | 122,977.56        | 100.00           | 0.00              | 122,977.56         |
| Estimated Revenues                          |                               | 933,133.56               | 933,133.56              | 217,565.18        | 23.32            | 0.00              | 933,133.56         |
| <b>Account Category: Appropriations</b>     |                               |                          |                         |                   |                  |                   |                    |
| 101-000-710.000                             | FICA/MEDICARE                 | 18,000.00                | 18,000.00               | 10,534.95         | 58.53            | 0.00              | 18,000.00          |
| 101-101-702.000                             | SALARIES AND WAGES            | 12,760.00                | 12,760.00               | 6,579.96          | 51.57            | 0.00              | 12,760.00          |
| 101-101-730.000                             | POSTAGE & POSTAGE METER       | 6,500.00                 | 6,500.00                | 511.62            | 7.87             | 0.00              | 6,500.00           |
| 101-101-802.000                             | ACCOUNTING AND LEGISLATIVE    | 25,000.00                | 25,000.00               | 17,666.50         | 70.67            | 0.00              | 25,000.00          |
| 101-101-805.000                             | LEGAL SERVICES                | 49,000.00                | 49,000.00               | 30,007.60         | 61.24            | 0.00              | 49,000.00          |
| 101-101-910.000                             | PUBLICATION/PRINTING          | 10,000.00                | 10,000.00               | 3,978.30          | 39.78            | 0.00              | 10,000.00          |
| 101-101-911.000                             | WEB PAGE PUBLISHING           | 2,200.00                 | 2,200.00                | 159.81            | 7.26             | 0.00              | 2,200.00           |
| 101-101-960.000                             | EDUCATION/SERVICES            | 11,000.00                | 11,000.00               | 4,866.15          | 44.24            | 0.00              | 11,000.00          |
| 101-171-702.000                             | SALARIES AND WAGES            | 33,626.00                | 33,626.00               | 16,813.02         | 50.00            | 0.00              | 33,626.00          |
| 101-171-703.000                             | SALARIES AND WAGES - DEPUTY   | 0.00                     | 1,500.00                | 0.00              | 0.00             | 0.00              | 0.00               |
| 101-171-960.000                             | EDUCATION/SERVICES            | 1,500.00                 | 0.00                    | 0.00              | 0.00             | 0.00              | 1,500.00           |
| 101-215-702.000                             | SALARIES AND WAGES            | 33,626.00                | 33,626.00               | 16,813.02         | 50.00            | 0.00              | 33,626.00          |
| 101-215-703.000                             | SALARIES AND WAGES - DEPUTY   | 22,000.00                | 22,000.00               | 9,549.00          | 43.40            | 0.00              | 22,000.00          |
| 101-215-960.000                             | EDUCATION/SERVICES            | 3,200.00                 | 3,200.00                | 0.00              | 0.00             | 0.00              | 3,200.00           |
| 101-247-702.000                             | SALARIES AND WAGES            | 2,200.00                 | 2,200.00                | 290.00            | 13.18            | 0.00              | 2,200.00           |
| 101-253-702.000                             | SALARIES AND WAGES            | 33,626.00                | 33,626.00               | 16,813.02         | 50.00            | 0.00              | 33,626.00          |
| 101-253-960.000                             | EDUCATION/SERVICES            | 3,200.00                 | 3,200.00                | 0.00              | 0.00             | 0.00              | 3,200.00           |
| 101-257-702.000                             | SALARIES AND WAGES            | 36,363.00                | 36,363.00               | 18,181.50         | 50.00            | 0.00              | 36,363.00          |
| 101-257-780.000                             | OFFICE EQUIPMENT              | 1,000.00                 | 1,000.00                | 0.00              | 0.00             | 0.00              | 1,000.00           |
| 101-257-960.000                             | EDUCATION/SERVICES            | 3,200.00                 | 3,200.00                | 0.00              | 0.00             | 0.00              | 3,200.00           |
| 101-261-702.000                             | SALARIES AND WAGES            | 25,000.00                | 25,000.00               | 9,519.80          | 38.08            | 0.00              | 25,000.00          |
| 101-261-711.000                             | INSURANCE                     | 23,000.00                | 23,000.00               | 18,269.00         | 79.43            | 0.00              | 23,000.00          |
| 101-261-956.000                             | FOOD PANTRY                   | 3,500.00                 | 3,500.00                | 2,312.23          | 66.06            | 0.00              | 3,500.00           |
| 101-262-702.000                             | SALARIES AND WAGES            | 700.00                   | 700.00                  | 0.00              | 0.00             | 0.00              | 700.00             |
| 101-262-727.000                             | SUPPLIES                      | 500.00                   | 500.00                  | 0.00              | 0.00             | 0.00              | 500.00             |
| 101-265-727.000                             | SUPPLIES                      | 5,400.00                 | 5,400.00                | 3,562.68          | 65.98            | 0.00              | 5,400.00           |
| 101-265-780.000                             | OFFICE EQUIPMENT              | 7,000.00                 | 7,000.00                | 4,351.68          | 62.17            | 0.00              | 7,000.00           |

BUDGET REPORT  
Calculations As Of 12/31/2025

| GL Number                               | Description                   | 25-26<br>Original Budget | 25-26<br>Amended Budget | 25-26<br>Activity | % Budget<br>Used | 25-26<br>Approved | 25-26<br>Requested |
|-----------------------------------------|-------------------------------|--------------------------|-------------------------|-------------------|------------------|-------------------|--------------------|
| <b>Fund: 101 GENERAL FUND</b>           |                               |                          |                         |                   |                  |                   |                    |
| <b>Account Category: Appropriations</b> |                               |                          |                         |                   |                  |                   |                    |
| 101-265-855.000                         | TELEPHONE/INTERNET/FAX        | 2,000.00                 | 2,000.00                | 473.52            | 23.68            | 0.00              | 2,000.00           |
| 101-265-920.000                         | ELECTRIC                      | 3,500.00                 | 3,500.00                | 1,604.94          | 45.86            | 0.00              | 3,500.00           |
| 101-265-921.000                         | HEATING                       | 4,000.00                 | 4,000.00                | 350.40            | 8.76             | 0.00              | 4,000.00           |
| 101-265-930.000                         | REPAIRS AND MAINTENANCE       | 5,000.00                 | 5,000.00                | 1,842.02          | 36.84            | 0.00              | 5,000.00           |
| 101-265-985.000                         | IMPROVEMENTS                  | 1,000.00                 | 1,000.00                | 0.00              | 0.00             | 0.00              | 1,000.00           |
| 101-272-702.000                         | SALARIES AND WAGES            | 4,500.00                 | 4,500.00                | 2,800.00          | 62.22            | 0.00              | 4,500.00           |
| 101-336-930.000                         | REPAIRS AND MAINTENANCE       | 1,000.00                 | 1,000.00                | 0.00              | 0.00             | 0.00              | 1,000.00           |
| 101-336-960.000                         | EDUCATION/SERVICES            | 77,000.00                | 77,000.00               | 38,350.00         | 49.81            | 0.00              | 77,000.00          |
| 101-371-702.000                         | SALARIES AND WAGES            | 17,500.00                | 17,500.00               | 8,970.00          | 51.26            | 0.00              | 17,500.00          |
| 101-371-960.000                         | EDUCATION/SERVICES            | 28,000.00                | 28,000.00               | 10,706.17         | 38.24            | 0.00              | 28,000.00          |
| 101-446-925.000                         | HALL LOT & STREET LIGHTS      | 2,400.00                 | 2,400.00                | 1,004.70          | 41.86            | 0.00              | 2,400.00           |
| 101-446-930.000                         | REPAIRS AND MAINTENANCE/BRINE | 55,000.00                | 55,000.00               | 4,869.48          | 8.85             | 0.00              | 55,000.00          |
| 101-523-801.000                         | PROFESSIONAL SERVICES/ SPRING | 93,000.00                | 93,000.00               | 32,000.00         | 34.41            | 0.00              | 93,000.00          |
| 101-567-702.000                         | SALARIES AND WAGES            | 2,000.00                 | 2,000.00                | 937.50            | 46.88            | 0.00              | 2,000.00           |
| 101-567-727.000                         | SUPPLIES                      | 500.00                   | 500.00                  | 50.15             | 10.03            | 0.00              | 500.00             |
| 101-567-930.000                         | REPAIRS AND MAINTENANCE       | 4,000.00                 | 4,000.00                | 2,656.82          | 66.42            | 0.00              | 4,000.00           |
| 101-567-985.000                         | IMPROVEMENTS                  | 2,500.00                 | 2,500.00                | 2,400.00          | 96.00            | 0.00              | 2,500.00           |
| 101-651-971.000                         | AMBULANCE IMPROVEMENTS        | 500.00                   | 500.00                  | 0.00              | 0.00             | 0.00              | 500.00             |
| 101-702-704.000                         | SALARIES AND WAGES - ADMIN    | 23,934.00                | 23,934.00               | 11,967.00         | 50.00            | 0.00              | 23,934.00          |
| 101-702-705.000                         | SALARIES AND WAGES - ASSISTAN | 18,400.00                | 18,400.00               | 4,875.00          | 26.49            | 0.00              | 18,400.00          |
| 101-702-713.000                         | PER DIEM                      | 2,500.00                 | 2,500.00                | 0.00              | 0.00             | 0.00              | 2,500.00           |
| 101-702-850.000                         | TELEPHONE                     | 1,000.00                 | 1,000.00                | 435.44            | 43.54            | 0.00              | 1,000.00           |
| 101-751-702.000                         | SALARIES AND WAGES            | 1,200.00                 | 1,200.00                | 1,125.00          | 93.75            | 0.00              | 1,200.00           |
| 101-751-801.000                         | PROFESSIONAL SERVICES         | 500.00                   | 500.00                  | 110.00            | 22.00            | 0.00              | 500.00             |
| 101-751-920.000                         | ELECTRIC/INTERNET             | 5,000.00                 | 5,000.00                | 2,996.93          | 59.94            | 0.00              | 5,000.00           |
| 101-751-928.000                         | TRASH / GARBAGE               | 1,500.00                 | 1,500.00                | 387.00            | 25.80            | 0.00              | 1,500.00           |
| 101-751-930.000                         | REPAIRS AND MAINTENANCE-OTHER | 2,500.00                 | 2,500.00                | 2,260.45          | 90.42            | 0.00              | 2,500.00           |
| 101-751-930.001                         | REPAIRS AND MAINTENANCE-HTP/C | 55,000.00                | 55,000.00               | 6,485.75          | 11.79            | 0.00              | 55,000.00          |
| 101-751-989.000                         | EQUIPMENT/IMPROVEMENTS        | 20,000.00                | 20,000.00               | 12,323.10         | 61.62            | 0.00              | 20,000.00          |
| 101-906-991.000                         | DEBT SERVICE - PRINCIPAL      | 122,977.56               | 122,977.56              | 122,977.56        | 100.00           | 0.00              | 122,977.56         |
| Appropriations                          |                               | 931,012.56               | 931,012.56              | 465,738.77        | 50.02            | 0.00              | 931,012.56         |
| <b>Fund 101 - GENERAL FUND:</b>         |                               |                          |                         |                   |                  |                   |                    |
| TOTAL ESTIMATED REVENUES                |                               | 933,133.56               | 933,133.56              | 217,565.18        | 23.32            | 0.00              | 933,133.56         |
| TOTAL APPROPRIATIONS                    |                               | 931,012.56               | 931,012.56              | 465,738.77        | 50.02            | 0.00              | 931,012.56         |
| NET OF REVENUES & APPROPRIATIONS:       |                               | 2,121.00                 | 2,121.00                | (248,173.59)      |                  | 0.00              | 2,121.00           |

BUDGET REPORT  
Calculations As Of 12/31/2025

| GL Number                                   | Description                          | Original   | 25-26<br>Budget | 25-26<br>Amended Budget | 25-26<br>Activity | % Budget<br>Used | 25-26<br>Approved | 25-26<br>Requested |
|---------------------------------------------|--------------------------------------|------------|-----------------|-------------------------|-------------------|------------------|-------------------|--------------------|
| <b>Fund: 204 MUNICIPAL STREETS FUND</b>     |                                      |            |                 |                         |                   |                  |                   |                    |
| <b>Account Category: Estimated Revenues</b> |                                      |            |                 |                         |                   |                  |                   |                    |
| 204-000-665.000                             | INTEREST INCOME                      |            | 0.00            | 0.00                    | 1,519.77          | 0.00             | 0.00              | 0.00               |
|                                             | Estimated Revenues                   |            | 0.00            | 0.00                    | 1,519.77          | 0.00             | 0.00              | 0.00               |
| <b>Fund 204 - MUNICIPAL STREETS FUND:</b>   |                                      |            |                 |                         |                   |                  |                   |                    |
|                                             | TOTAL ESTIMATED REVENUES             |            | 0.00            | 0.00                    | 1,519.77          | 0.00             | 0.00              | 0.00               |
|                                             | TOTAL APPROPRIATIONS                 |            | 0.00            | 0.00                    | 0.00              | 0.00             | 0.00              | 0.00               |
|                                             | NET OF REVENUES & APPROPRIATIONS:    |            | 0.00            | 0.00                    | 1,519.77          |                  | 0.00              | 0.00               |
| <b>Report Totals:</b>                       |                                      |            |                 |                         |                   |                  |                   |                    |
|                                             | TOTAL ESTIMATED REVENUES - ALL FUNDS | 933,133.56 | 933,133.56      | 933,133.56              | 219,084.95        | 23.48            | 0.00              | 933,133.56         |
|                                             | TOTAL APPROPRIATIONS - ALL FUNDS     | 931,012.56 | 931,012.56      | 931,012.56              | 465,738.77        | 50.02            | 0.00              | 931,012.56         |
|                                             | NET OF REVENUES & APPROPRIATIONS:    | 2,121.00   | 2,121.00        | 2,121.00                | (246,653.82)      |                  | 0.00              | 2,121.00           |

Andrew H. Balderson  
6146 Merion Drive  
Fayetteville, PA 17222

December 08, 2025

RE: Proposals for BOT Meeting

Dear Julie,

Outlined below are items for consideration at the December 8, 2025 BOT Meeting. I reviewed these proposals and submit my comments based upon my personal experience as a landscape architect administering tree work services and personally contracting and paying for tree work at my farm for over 40 years.

I. Manthei Construction - Camp Sea-Gull retaining wall repair for \$3200

My Comment: I contracted for a concrete Geotech Allan block retaining wall this past year at our new home with dimensions of 50 feet by 3.5 feet height including excavation, backfill and drainage for a lump sum of \$15,000. I find Monthei proposal egregiously expensive and recommend competitive bids.

II. Ferguson Chamberlain Associates, Inc. regarding Eastern Ave. Beach, site plan drawings for \$350.00

Regarding Scott Papineau's e-mail of November 20, 2025, to Bill Conklin stating, "If you want a drawing of the existing conditions and the boundary lines it will be an additional \$350.00." My Comment: I will support Scott's proposal with specificity to documenting the "existing conditions". The proposed site plan should include the following:

- existing gravel parking lot layout perpendicular to Eastern Avenue and edge of paving of Eastern Avenue
- existing timber bollards
- existing shrubs, perennial grasses within the boundaries of the "Beach Area"
- existing deciduous trees over 6" DBH (diameter breast height), conifers 6 feet height and above within 15 feet of both sides of the beach area boundary lines
- existing CMP drainpipe outfall location

This site plan will be useful for the preparation of a sign clarifying the public and private use areas at Eastern Ave. Beach.

III. Mikes Tree Service and Rainey's Landscape proposals. For 40 years I owned and managed a tree nursery of over 5000 trees and personally maintained our 12 acres of mixed hardwood forest. When tree management tasks were beyond my capabilities, I

contracted expert tree service companies to do this work and paid these experts from my own funds. Therefore, I submit my comments herein.

A. Rainey's Landscape LLC proposal: "labor to remove tree, clear brush, clear waste and leave on site. Fee \$2520.00". My comment: All work should be tagged for removal, limits of disturbance defined, no stumps, no waste left on site. In my view this is an incomplete proposal. Insurance documentation and licensure should be submitted. Competitive bids recommended.

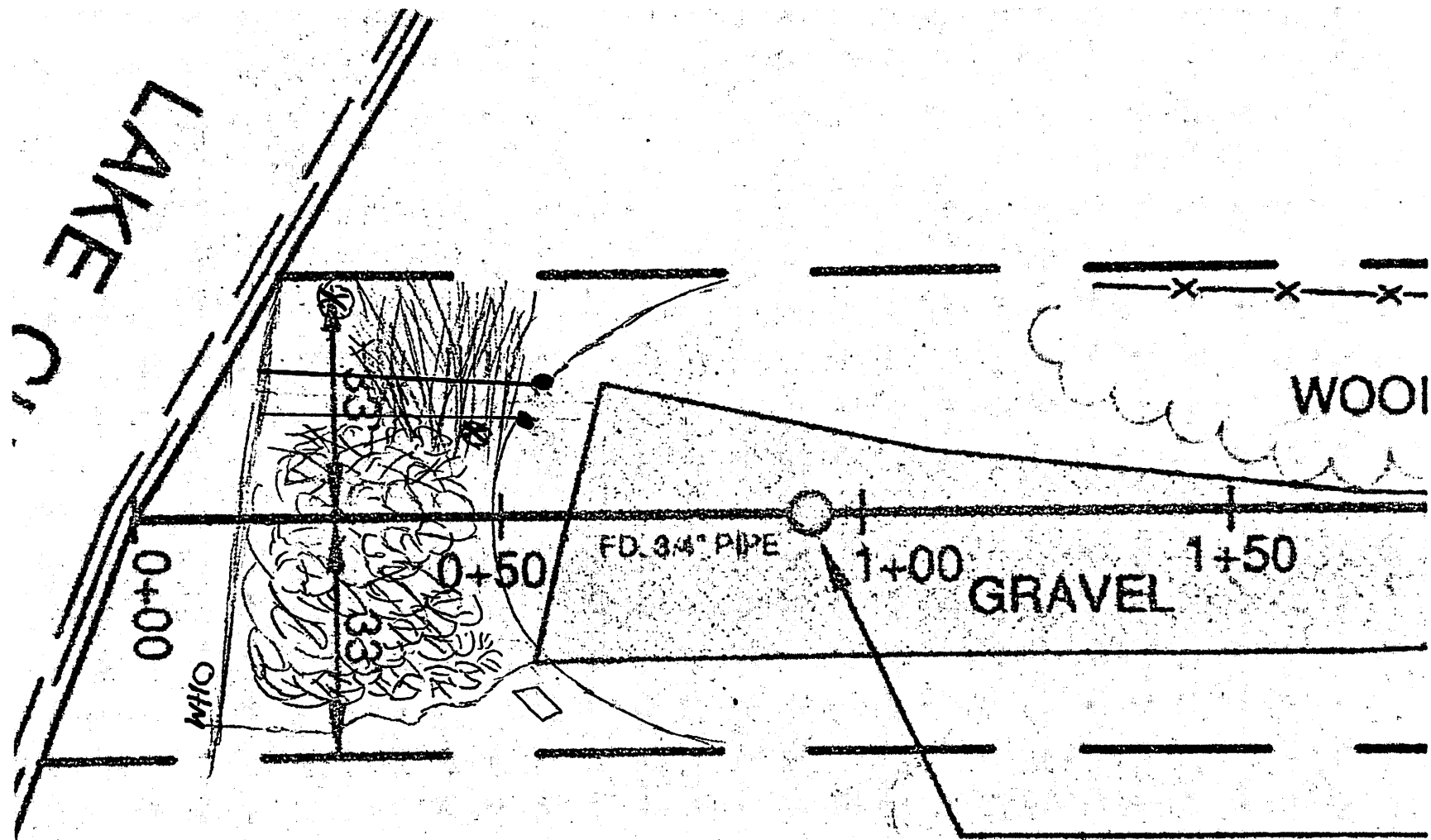
B. Mike's Tree Service proposal: "take down large maple tree that is leaning on the well house. Leave the tree on the ground for others to clean up. Fee \$2000.00" My Comment: This is a hazardous tree removal that requires expertise, experience, proper insurance, licensure, and further clarification of services.

1. Will removal be accomplished by crane or bucket truck?
2. What precautions will be made to protect the integrity of the well house structure?
3. all branches, limbs, should be chipped with wood chips left on site.
4. main tree trunk should be cut in 24" sections left on site
5. tree stump should be cut flushed to grade or ground flushed to grade.

I recommend competitive bids and certificates of insurance for all bidders, licensure and qualifications.

Respectfully submitted,

Andrew H. Balderson



## HAYES TOWNSHIP BOARD OF TRUSTEES

|                      |                    |
|----------------------|--------------------|
| <b>Meeting Date:</b> | December 8th, 2025 |
|----------------------|--------------------|

Location:

|                     |
|---------------------|
| Hayes Township Hall |
|---------------------|

[illegible]