

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
December 8th 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

The December 8th, 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), and William Conklin (Supervisor).

Members Excused: Kristin Baranski (Clerk)

Audience Members signed in: Mark Snyder, Katherine Simon, Linda Balderson, Roy Griffiths, Jim McMahon, Diane McMahon, Diane Conklin, David Zipp, Dan Berg, Steve Hassell, Rex Greenslade, Carol Umlor, Bill Henne, Betty Henne, Tim Boyko, Bob Fowler, Carey Cuddeback, and Mel Czechowski.

CALL TO ORDER

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

DECLARATION OF CONFLICT OF INTEREST:

NONE.

REVIEWED & APPROVED AGENDA

Remove items #13 and 14 for they are discussed under the Supervisor Report.

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

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

Nays: Motion Carried

PUBLIC COMMENTS:

Public comment opened at 7:03 pm.

- Supervisor Report, Maple Grove Road End Access, Happy Thanksgiving, Charlevoix County Community Foundation Grant money towards the Ice Storm Clean-up, Good experience with Willcome's Wood Products, October Board Meeting Sheriff Deputy, Zoom view showing the public, and Old Business on the Agenda.

Closed at 7:15 pm

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APPROVAL OF NOVEMBER 10TH 2025 BOT REGULAR MEETING MINUTES:

Mr. Cunningham made a motion, supported by Mr. Kuebler to approve the November 10th, 2025, Board of Trustees regular meeting minutes as amended.

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

Nays: None **Motion Carried**

TREASURERS REPORT

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

CLERKS REPORT: APPROVAL OF WARRANTS

Deputy Clerk, April Hilton, presented the warrants in the amount of \$54,082.23.

Ms. Collard made a motion, supported by Mr. Cunningham to withhold payment to Performance Engineers in the amount of \$3633.20 until the project has passed all inspections. A roll call was taken.

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

Nays: **Motion Carried**

Ms. Collard made a motion, supported by Mr. Kuebler to approve Township warrants out of the General Fund in the amount of \$50,449.03. A roll call was taken.

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

Nays: **Motion Carried**

Ms. Collard 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, and Doug Kuebler.

Nays: None **Motion Carried**

COUNTY COMMISSIONER REPORT

Bob Jess was not present.

PARKS AND REC. REPORT

Ms. Collard presented the Parks and Rec. report.

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The next regular Parks and Rec meeting is scheduled for January 5th 2026 at 4:00pm at Hayes Township Hall.

PLANNING COMMISSION

Mr. Cunningham presented the Planning Commission Report. The next regular Planning Commission meeting is December 16th, 2025, at 7:00 pm.

ZONING BOARD OF APPEALS

ZBA held an administrative meeting on November 19th, 2025 at 7:00 pm and approved a variance request for 7125 Nine Mile Point drive. Minutes from this meeting were approved at the administrative meeting held on December 3rd 2025. ZBA will hold an administrative and public hearing for a variance request on Spring Street on January 14th 2025 at 7:00 pm.

ZONING ADMINISTRATOR REPORT

Ron VanZee presented a Zoning Administrator report.

TRUSTEES REPORT:

Mr. Cunningham stated the skid pier has been safely removed at the Hayes Township park.

SUPERVISOR REPORT:

William Conklin presented a supervisor report.

Mr. Conklin made a motion, supported by Mr. Cunningham to approve the clearing and widening to 6 foot of the current path at Maple Grove Road End.

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

Nays: None **Motion Carried**

Ms. Collard made a motion, supported by Mr. Kuebler to approve the bid from Ferguson and Chamberlain to not exceed in the amount of \$500.00 to create a site plan drawing of Eastern Avenue Beach. A roll call was taken.

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

Nays: None **Motion Carried**

NEW BUSINESS

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TREE REMOVAL AT HAYES TOWNSHIP PARK/CAMP SEAGULL:

Mr. Cunningham made a motion, supported by Mr. Kuebler to approve the bid from Willcome's Wood Products in the amount of \$850.00 to remove one large maple tree by pump house at Hayes Township Park/Camp Seagull. A roll call was taken.

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

Nays: None

Motion Carried

HAYES TOWNSHIP PARK/CAMP SEAGULL WALL REPAIR:

Board came to a consensus to table this item to receive more quotes.

SET 2026 MEETING DATES:

Mr. Conklin made a motion, supported by Mr. Kuebler to set the Board of Trustees 2026 meeting dates.

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

Nays: None

Motion Carried

PLANNING COMMISSION NOMINATIONS:

Supervisor Conklin made a nomination for LuAnne Kozma to the Planning Commission.

No motion was made.

Supervisor Conklin made a nomination for Omar Feliciano to the Planning Commission.

No motion was made.

PUBLIC COMMENTS: Public comments opened at 8:57 pm.

Comments included:

- Planning Commission Nominations, Removal of Tree at Hayes Township Park/Camp Seagull, Maple Grove Road End Access, Correspondence acknowledged.

Public comments closed at 9:12 pm.

BOARD OF TRUSTEE COMMENT:

Wishing everyone a wonderful holiday season.

ADJOURNMENT: Mr. Cunningham made a motion, supported by Mr. Kuebler, to adjourn at 9:15 p.m.

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

Nays: None **Motion Carried**

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