

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
January 12th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

The January 12th, 2026, 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: David Zipp, Jessica Perry, CT Martin, Darcy Phelps, Catherine Phelps, Rex Greenslade, Roy Griffiths, Diane Conklin, David Kemme, LuAnne Kozma, Steve Hassell, Ellis Boal, Diane McMahon, Jim McMahon, Katherine Simon, Mel Czechowski, Jim Rudolph, Aaron Nordman, Tim Boyko, Rick Daniel, Denise Daniel, Bill Henne, Andy Balderson, Linda Balderson, Betty Henne, Sherry Baker- McCary, Carey Cuddeback, Bob Fowler, and Bill Eaton.

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

DECLARATION OF CONFLICT OF INTEREST: NONE.

REVIEWED & APPROVED AGENDA

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

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

Nays: Motion Carried

PUBLIC COMMENTS:

Public comment opened at 7:03 pm.

- Recent lawsuit regarding ZBA appeal case, Zoning Administrator Ron VanZee, Drainage Project at Hayes Township Park, Master Plan Process, BOR Training Session, Poverty Form on Website,

Closed at 7:27 pm

APPROVAL OF DECEMBER 8TH 2025 BOT REGULAR MEETING MINUTES:

Mr. Conklin made a motion, supported by Mr. Cunningham to approve the December 8th, 2025, Board of Trustees regular meeting minutes as presented.

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

Recused: Kristin Baranski

Nays: None **Motion Carried**

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TREASURERS REPORT

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

CLERKS REPORT: APPROVAL OF WARRANTS

Ms. Baranski made a motion, supported by Mr. Kuebler, to adopt the 25-26 Budget as amended. A roll call was taken.

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

Nays: None **Motion Carried**

Budget Amendments attached.

Clerk, Kristin Baranski, presented the warrants in the amount of \$137,295.76.

Ms. Baranski made a motion, supported by Ms. Collard to approve Township warrants out of the General Fund in the amount of \$137,295.76. A roll call was taken.

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

Nays: **Motion Carried**

Ms. Baranski made a motion, supported by Ms. Collard 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, Kristin Baranski, and Doug Kuebler.

Nays: None **Motion Carried**

Ms. Baranski made a motion, supported by Mr. Kuebler to approve the payment to the Charelvoix County Road Commission in the amount of \$51,857.05 out of the road fund account to complete the payment for the Burnett Road project. A roll call was taken.

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

Nays: None **Motion Carried**

Ms. Baranski made a motion, supported by Mr. Kuebler to amend the 25/26 budget as discussed. Budget Amendments report attached. A roll call was taken.

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

Nays: None **Motion Carried**

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Ms. Baranski made a motion, supported by Mr. Kuebler to approve the payment to Spierling Trucking and Excavating in the amount of \$51,560.50. A roll call was taken.

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

Nays: None **Motion Carried**

Ms. Baranski made a motion, supported by Mr. Kuebler to approve payment to Performance Engineers in the amount of \$3000 for Drainage Project at Hayes Township Park, and withhold up to \$1500 dollars of payment for 12 months for Board Members to observe project. A roll call was taken.

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

The next regular Parks and Rec meeting is scheduled for February 2nd, 2026 at 4:00pm at Hayes Township Hall.

PLANNING COMMISSION

Mr. Cunningham presented the Planning Commission Report. The next regular Planning Commission meeting is January 27th, 2026, at 7:00 pm.

ZONING BOARD OF APPEALS

ZBA will hold an administrative and training meeting at 1pm on January 14th, 2026 and a public hearing for a variance request on Spring Street on January 14th, 2025 at 7:00 pm.

ZONING ADMINISTRATOR REPORT

April Hilton presented a Zoning Administrator report.

TRUSTEES REPORT:

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Mr. Cunningham stated the Circulators for Camp Seagull are on hold and Matt's crew is keeping an eye on the ice and lake conditions for the proper time for installation.

Ms. Baranski stated the side road down to the tree approved for removal at Camp Seagull will need to be plowed when the tree removal service is available to complete this project.

Mr. Kuebler stated the Road Commission annual meetings are scheduled for January 12th, 13th and 27th 2026 at 5:00, 6:00, and 7:00 pm. Some of the Township board members will be attending one of these meetings.

SUPERVISOR REPORT:

William Conklin presented a supervisor report.

NEW BUSINESS

PARKER HARVEY RATE INCREASE:

Ms. Baranski made a motion, supported by Ms. Collard to approve the billing hourly rate beginning January 1st 2026 to \$250.00 for Todd Millar at Parker Harvey for legal services. A roll call was taken.

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

Nays: None

Motion Carried

AMENDATORY ORDINANCE – HAYES TOWNSHIP ZONING MAP:

Ordinance No. 01122026

AN ORDINANCE TO AMEND THE HAYES TOWNSHIP ZONING MAP

SECTION 1: AMENDMENT TO SECTION 4.13 OF THE HAYES TOWNSHIP ZONING ORDINANCE (MAP).

Section 4.13 (page IV-14) of the Hayes Township Zoning Ordinance is hereby amended to replace the Zoning Map to read as follows:

(MAP ON FOLLOWING PAGE)

SECTION 2: REPEAL.

All other ordinances, resolutions, orders, or parts of ordinance herewith in effect that are in conflict with this ordinance are hereby repealed only to the extent necessary to give this

Ordinance full force and effect.

SECTION 3: EFFECTIVE DATE.

Pursuant to Section 401 of the Michigan Zoning Enabling Act (MCL 125.3401), this Ordinance shall take full effect eight (8) days after publication of this Ordinance, or a

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summary of the regulatory effect thereof, which publication of this Ordinance, or a summary of the regulatory effect thereof, which publication shall occur in a newspaper of general circulation in the Township within fifteen (15) days after adoption.

This Ordinance is hereby declared to have been passed and adopted by Hayes Township, County of Charlevoix, State of Michigan, at a regular meeting thereof duly called and held on this 12th day of January, 2026.

Ms. Baranski made a motion, supported by Mr. Kuebler to adopt Ordinance No. 01122026 to amendatory the Hayes Township Zoning Map. A roll call was taken.

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

Nays: None

Motion Carried

Map attached.

SHORT TERM RENTAL – PRESENTATION BY CT MARTIN (PLANNING COMMISSION):

CT Martin (Hayes Township Planning Commission) presented Short Term Rental industry growth and background information. Including some regulatory and enforcement options as well as a “good neighbor Guide”.

The Board will be seeking some legal advise regarding a Short Term Rental Ordinance and creating a Short Term Rental Advisory Committee.

ZBA RESIGNATION AND APPOINTMENTS:

Ms. Baranski made a motion, supported by Mr. Kuebler to accept Bruce Deckinga’s resignation from the Zoning Board of Appeals.

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 accept Joni Hosler’s resignation from the Zoning Board of Appeals.

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

Nays: None

Motion Carried

Ms. Baranski made a motion, supported by Ms. Collard to appoint Jessica Perry to the Zoning Board of Appeals, to fulfill Bruce Deckinga’s term, expiring January 13th 2028. A roll call was taken.

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

Nays: William Conklin **Motion Carried**

Ms. Baranski made a motion, supported by Ms. Collard to appoint ZeZe Jess to the Zoning Board of Appeals, to fulfill Joni Hoslers' term, expiring January 8th 2027. A roll call was taken.

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

Nays: William Conklin **Motion Carried**

Ms. Baranski made a motion, supported by Mr. Conklin to appoint Laura Ford to the Zoning Board of Appeals as an alternate.

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

Abstained: Julie Collard

Nays: None **Motion Carried**

Ms. Baranski made a motion, supported by Mr. Cunningham to re-appoint Janice Vedder-Whipple to the Zoning Board of Appeals, expiring January 12th 2029. A roll call was taken.

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

Nays: William Conklin **Motion Carried**

The second Alternate position will be tabled until the February Board Meeting to allow time to receive applications. The board will post the open position details on the website.

MICHIGAN STATE FORFEITURE REPORT:

Ms. Baranski made a motion, supported by Ms. Collard to authorize Mr. Conklin to submit and sign the Michigan State Forfeiture report for Hayes Township by February 27th, 2026.

A roll call was taken.

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

Nays: None **Motion Carried**

SET MARCH BOARD OF REVIEW DATES (ORGANIZATIONAL MARCH 3RD, 2026 @ 12PM, APPEAL MARCH 10TH 3PM-9PM, APPEAL MARCH 11TH 9AM TO 3PM:

Ms. Baranski made a motion, supported by Mr. Cunningham to adopt Resolution #01122026B setting the Board of Review dates as Tuesday March 3th 2026 at 12pm for the organization

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meeting for the Board of Review. Board of Appeals process March 10th, 2026, 3pm-9pm and the Following Wednesday March 11th, 2026, from 9am – 3pm. A roll call was taken.

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

Nays: None **Motion Carried**

ASSET TEST RESOLUTION (POVERTY GUIDELINES):

Resolution No. 01122026 A

At a regular meeting of the Hayes Township Board held at the Hayes Township Hall 09195 Major Douglas Sloan Road, Charlevoix, Michigan 49720 on January 12, 2025.

Present: Supervisor Bill Conklin, Treasurer Julie Collard, Clerk Kristin Baranski, Trustee Matt Cunningham, Trustee Doug Kuebler

Absent: None

The following resolution was made by Ms. Baranski and supported by Mr. Conklin to-wit:

ASSET LEVEL TEST

WHEREAS PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test.

WHEREAS an asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test is calculated based on a maximum amount permitted and all other assets above that is considered as available;

WHEREAS the homestead of persons, who in the judgment of the board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under Public Act 390, 1994 (MCL 211.7u); and

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WHEREAS pursuant to PA 390, 1994 Hayes Township, Charlevoix County adopts the following guidelines for the board of review to implement. The asset level test shall include but not be limited to the specific income of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- Be an owner of and occupy as a homestead the property for which an exemption is requested.
- File a claim with the board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- Meet the Federal poverty income standards **(plus 10%)** as defined and determined annually by the United States Office of Management and Budget.
- Provide a list of asset valuations, including cash on hand, fixed assets, and any other property that could be used, or converted to cash for use in the payment of property taxes.
- The board of review shall not include the homesteaded property to calculate the asset level.
- If the combined total of cash on hand, fixed assets, and any other property values exceed the Federal Poverty Guidelines by one (1) times no exemption is allowed

NOW, THEREFORE, BE IT RESOLVED the board of review shall follow the *above* stated policy and federal guidelines in granting or denying an exemption per PA 253 2020.

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RESOLUTION DECLARED ADOPTED.

SHANKS REZONE:

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

A roll call was taken.

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

Nays: None **Motion Carried**

PUBLIC COMMENTS: Public comments opened at 9:22 pm.

Comments included:

- Recent lawsuit regarding ZBA appeal case, ZBA Position Appointments, Zoning Ordinance Changes, Thanked CT Martin for all his hard work and time researching Short Term Rentals, Short Term Rentals in Hayes Township, Legal Research for Short Term Rental Ordinance, Advisory Committee for Short Term Rental ordinance, Bill Conklin questioning ZBA members education.

Public comments closed at 9:39 pm.

BOARD OF TRUSTEE COMMENT:

ADJOURNMENT: Mr. Kuebler made a motion, supported by Mr. Cunningham, to adjourn at 9:40 p.m.

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

Nays: None **Motion Carried**

Respectfully Submitted,
April Hilton

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Hayes Township Deputy Clerk/Recording Secretary