

AGENDA
HAYES TOWNSHIP BOARD OF TRUSTEES

June 8, 2026 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: May 11, 2026 BOT Regular Meeting and June 1, 2026 Budget Workshop
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

10. Set Election Committee Meeting July 9th, 2026 at 10 am and Public Accuracy Test for August 4, 2026 Primary Election July 9th, 2026 at 11 am
11. Hayes Township Park Wellhouse Proposals
12. Hayes Township Park Shoreline Erosion
13. Draft Budget Fiscal Year 2026/2027
14. Resolution 06082026A Hayes Township Free Food Pantry and Holiday Meal Box Program Resolution
15. Resolution 06082026B Hayes Township Community Event Resolution
16. Set Board of Review July dates (address 'qualified errors') July 21, 2026 at 12 pm
17. Public Comment
18. Board of Trustee Comment

ADJOURN MEETING

Public Comment at Meetings of the Hayes Township Board of Trustees

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

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

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

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

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

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
May 11th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

The May 11th, 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), William Conklin (Supervisor), Kristin Baranski (Clerk), and Doug Kuebler (Trustee)

Excused: Julie Collard (Treasurer)

Audience Members signed in: Mary Mills, Gerry Mills, Rex Greenslade, Roy Griffiths, David Zipp, Rick Daniel, Denise Daniel, David Kemme, Katherine Simon, Bob Jess, Mel Czechowski, Carol Umlor, Diane Conklin, LuAnne Kozma, Ellis Boal, Linda Balderson, and Jeff Suffolk.

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, Kristin Baranski, Doug Kuebler and William Conklin.

Nays: None **Motion Carried**

PUBLIC COMMENTS: Public comment opened at 7:01 pm.

- Appreciates everything the Board of Trustees and the Planning Commission does for the Township, Shrigley Road paving project, reducing the speed limit on Shrigley Road, Short Term Rental and Data Center work group summary's being posted on the website is greatly appreciated, Negative feelings about Data Centers in the area, privacy concerns with AI developing, and Zoning Ordinance updates at every meeting.

Closed at 7:05 pm

APPROVAL OF APRIL 13TH 2026 BOT REGULAR MEETING MINUTES:

Mr. Kuebler made a motion, supported by Mr. Cunningham to approve the April 13th, 2026, Board of Trustees regular meeting minutes as corrected.

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

Nays: None **Motion Carried**

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TREASURERS REPORT

A written report reporting all Hayes Township account balances was presented by Ms. Baranski (Clerk).

CLERKS REPORT: APPROVAL OF WARRANTS

Clerk, Kristin Baranski, presented the warrants in the amount of \$42,756.16
Ms. Baranski made a motion, supported by Mr. Kuebler to approve Township warrants out of the General Fund in the amount of \$42,756.16. A roll call was taken.

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

Nays: None **Motion Carried**

Mr. Kuebler made a motion, supported by Ms. Baranski 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, William Conklin, Doug Kuebler and Kristin Baranski.

Nays: None **Motion Carried**

COUNTY COMMISSIONER REPORT

Bob Jess present an oral County Commissioner Report.

PARKS AND REC. REPORT

Ms. Collard was not present.

The next regular Parks and Rec meeting is scheduled for June 1st ,2026 at 4:00pm at Hayes Township Park Camp Seagull.

PLANNING COMMISSION.

Mr. Cunningham presented the Planning Commission Report. The next regular Planning Commission meeting is May 19th, 2026, at 7:00 pm.

ZONING BOARD OF APPEALS

The ZBA met on May 6th 2026 at 7pm to review and adopted changes to the ZBA Rules and Procedures and to submit a requested budget to the Board of Trustees.

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TRUSTEE'S:

Mr. Kuebler will be contact Jim Vanek regarding the Sign tipped over at Green Sky Hill.

ZONING ADMINISTRATOR REPORT April Hilton presented a Zoning Administrator report.

SUPERVISOR REPORT:

William Conklin presented a supervisor report.

Mr. Conklin and Ms. Baranski will be the Board members attending the Fire Meeting on May 14th 2026 at 7:00pm.

NEW BUSINESS

AMENDED RESOLUTION 05112026A (TO CORRECT CLERICAL ERRORS):

RESOLUTION 05112026A TO AMEND RESOLUTION 2092026A IMPOSING A TEMPORARY MORATORIUM ON APPROVAL OF DATA CENTERS

WHEREAS, on February 9, 2026, the Hayes Township Board of Trustees approved Resolution 2092026A, titled "RESOLUTION 2092026A, TO IMPOSE A TEMPORARY MORATORIUM ON APPROVAL OF DATA CENTERS"; and

WHEREAS, on March 9, 2026, the Hayes Township Board of Trustees passed Resolution 03092026B amending Resolution 2092026A; and

WHEREAS, to date, there has not been any application for a land use for a data center in Hayes Township; and

WHEREAS, the Township Board of Trustees has determined that additional amendments need to be made to Resolution 2092026A, as amended by Resolution 03092026B, in order to correct spelling and other necessary wording changes,

NOW, THEREFORE, *IT IS* RESOLVED as follows:

- The title of Resolution 2092026A shall be amended to "RESOLUTION 2092026A, TO IMPOSE A TEMPORARY MORATORIUM ON THE *CONSIDERATION OF ANY APPLICATION FOR A LAND USE FOR A DATA CENTER*".

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BOARD OF TRUSTEES REGULAR MEETING
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- Paragraph 1 of the Resolution shall be amended to read:

For a period commencing on the date of this resolution and terminating three hundred sixty five (365) days from the date of this resolution, and except as otherwise provided herein, and unless terminated earlier by subsequent Ordinance or Resolution, there shall be no consideration or action taken by the Township Board, Planning Commission, or other Township entity, official, or agent, *on any application for a land use for a data center under the Hayes Township Zoning Ordinance.*

- Paragraph 5 of the Resolution shall be amended to read:

During the effective period of the moratorium, a property owner shall be entitled to a hearing for the purpose of attempting to *demonstrate* to the Township Board that the temporary moratorium established by this Resolution will result in the preclusion of any viable economic use of their property or otherwise violates applicable provisions of state or federal law. The hearing shall be conducted on an expedited basis before the Township Board. At the conclusion of the hearing, the Township Board shall make findings of fact and conclusions with respect to whether the owner has demonstrated that all viable economic use of the property has been precluded by the temporary moratorium adopted in this Resolution, and whether this Resolution is unconstitutional on its face or as applied to the petitioner's case. If it is found and demonstrated that the moratorium has the effect of precluding all viable economic use of the property, or that it violates state or federal law, the Township Board shall grant relief from the moratorium to the degree necessary to cure the contravention.

- All other provisions of Resolution 2092026A, as amended by Resolution 03092026B, remain unchanged.

-

Ms. Baranski made a motion, supported by Mr. Conklin to adopt Resolution 05112026A to amend Resolution 2092026A Imposing a temporary Moratorium on Approval of Data Centers.

ADOPTED BY THE FOLLOWING VOTE:

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

NAYS: NONE

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HAYES TOWNSHIP PARK WALL REPAIR:

Ms. Baranski made a motion, supported by Mr. Cunningham, to approve the bid from Landscape Logic in the amount of \$2,038.97 to repair the damaged piece of wall at Hayes Township Park Camp Seagull. A roll call was taken.

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

Nays: None Motion Carried

BUDGET: SET BUDGET WORKSHOP FOR MONDAY JUNE 1ST 2026 AT 1:00PM; BUDGET HEARING FOR TUESDAY JUNE 23, 2026 AT 7:00PM:

Ms. Baranski made a motion, supported by Mr. Kuebler, to set a budget workshop for the Supervisor, Clerk and Treasurer for Monday June 1st 2026 at 1:00pm.

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

Nays: None Motion Carried

Ms. Baranski made a motion, supported by Mr. Kuebler, to set a budget hearing for Tuesday June 23rd 2026 at 7:00pm.

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

Nays: None Motion Carried

HAYES TOWNSHIP ROAD BIDS:

Mr. Kuebler made a motion, supported by Ms. Baranski, to approve the bid from Fahrner Asphalt Sealers in the amount of \$177,188.19 for the Pincherry Road paving Project. A roll call was taken.

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

Nays: None Motion Carried

Mr. Kuebler made a motion, supported by Ms. Baranski, to approve the bid from Rieth Riley in the amount of \$128,353.50 for the Shrigley Road paving Project with the recommendation for the Charlevoix County Road Commission to secure money from state. A roll call was taken.

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

Nays: None Motion Carried

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CHARLEVOIX MARATHON REQUEST:

Marathon representative Jeff Suffolk requested the Township Board of Trustees to Co-Sponsor the MDOT Permit for the Charlevoix Marathon 20th Anniversary run for temporary traffic control permit on US-31 on Saturday, June 20th, 2026.

Ms. Baranski made a motion, supported by Mr. Kuebler to table the Charlevoix Marathon request to ask Township Attorney more questions regarding the Co-Application and indemnification and to give the Charlevoix Marathon time to determine if a southern route is an option and to find out more information if the Township is needed as a Co-Application or if the Charlevoix Marathon can apply independent.

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

Nays: None **Motion Carried**

The board scheduled a tentative special meeting for Thursday May 14th 2026 at 6pm if the board finds it discuss the information gathered by Charlevoix Marathon regarding a southern route is an option and to find out more information if the Township is needed as a Co-Application or if the Charlevoix Marathon can apply independent.

PUBLIC COMMENTS: Public comments opened at 8:28 pm.

Comments included:

- Shrigley Road Paving Project, 100 foot setback on the lakes in Hayes Township, Septic tanks needing to be replaced on Susan Lake by the Health Department, More public input on major issues in the community, and more transparency.

Public comments closed at 8:34 pm.

BOARD OF TRUSTEE COMMENT:

ADJOURNMENT: Mr. Kuebler made a motion, supported by Mr. Cunningham to adjourn at 8:34 p.m.

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

Nays: None **Motion Carried**

Respectfully Submitted,

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195 April Hilton Hayes Township Deputy Clerk/Recording Secretary

Hayes Township Board of Trustees

Budget Work Meeting Minutes

June 1, 2026

The budget work meeting of the Hayes Township Board was called to order by Supervisor Conklin at 1:00 pm.

Board members present were Julie Collard (Treasurer), Kristin Baranski (Clerk) and Bill Conklin (Supervisor).

Ms. Baranski presented the “draft” budget worksheets for Hayes Township.

The Township is fiscally healthy.

Priorities: Start planning on new well at Hayes Township Hall

MUST continue to contribute to road fund

Continue to be fiscally responsible with tax payer monies

Respectfully Submitted by:

Kristin Baranski

Hayes Township Clerk

June 2026 Treasurer Report

(As of June 3, 2026)

Charlevoix State Bank

1. General Fund-\$830,511.25
(\$620,511.25 available, \$210,000 Recommended Reserve)
2. Tax Account-\$5,000.00 *(restricted Treasury Funds)*
3. Township Warrant Checking-\$30,454.38

Forefront Credit Union

4. Hayes Township Road Fund-\$285,854.09 *(restricted funds)*

1. The Township Board extends its condolences and sympathy to the Bill Eaton family and his extended family members. We are sorry for your loss in this difficult time.
2. A special thank you to Sheriff Vondra and his diligent team of detectives and deputies who spent an extraordinary amount of time to break up and dismantle a cocaine network which extended from Puerto Rico and Venezuela to local traffickers in Charlevoix. We appreciate your efforts to keep our community safe and drug-free.
3. We are aware that the flag pole at the township hall is not functioning properly. The mechanism in the pole snapped, and we have a service call into our local company that services all of our flag needs. We are dismayed by the current condition of our flag, yet we are working to resolve this as soon as possible. We respect our Country and everything the American flag stands for and will have Old Glory back in its place blowing proudly in the wind as soon as we can.
4. We appreciate the work of Greg Stauffer who widened the "foot-trail" at the south-end of Maple Grove Road to 5 feet. We will assess whether we need to add woodchips to define the path. We will be shaping the overgrown bushes, so the water access route is wider and more accessible for our residents.
5. **June 27 Cleanup. NOT ALLOWED:** construction materials, tires, electronics/TVs, paint or oil (no waste fluids), shingles, concrete, chemicals or bricks) and **ALLOWED:** Mattresses (must be dry), appliances, rugs (cut up into 3 foot pieces) furniture (cut up into 3 foot pieces) – items must be dry. GFL trucks will start on **June 27, 2026 at 6am**. Any questions, please call the Hayes Township office at 231-547-6961.
6. The Clerk, Treasurer and the Supervisor worked together at the Budget workshop on June 1, 2026 for 2.5 hours in order to prepare a preliminary draft of the Budget for the Board and the public to review on June 8, 2026. One of the long-range goals is to plan for a new water well at the Township Hall in 2027.
7. I will be attending a Michigan Waterways Commission meeting with State Parks and Recreation Division officials on June 9 at 12:30pm at Memorial Park in East Jordan. **Goal:** To provide an opportunity for the local units of government who manage critical boating access to meet with and talk directly to our Michigan State Waterways Commission about what is important to you, to the boating public in your area, and to the state as a whole. We all have a common purpose of maintaining public access to one of Michigan's greatest resources, so this is a chance to share challenges and triumphs alike so we can learn from and support one another and move toward continued collaboration to serve the boating public to the best of our abilities. Please share your thoughts, suggestions and ideas with me via e-mail or telephone before June 9.

8. I will also be attending the Tipp of the Mitt Watershed Council 4th Annual Linking Lakes event at the Talcott in Walloon Lake on June 16 from 9am to 1pm.
9. Please go to the Hayes Township website and **sign up** to receive e-mail updates from Hayes Township. Simply add your e-mail address and tap the subscribe now button. We would like to have 1000 subscribers. We want to be able to share information about the Township with you quickly and efficiently. As you will recall many of you wanted to know what was going on with the Spring Clean-up in 2025 – if we had your email we could have sent updates daily. If we have an emergency again, we will need your email to send you information quickly.

Free Email Updates

Receive an email when the Township publishes new content.

Your Email

Bill Conklin
231-373-0059
supervisor@hayestownshipmi.gov



Zoning Administrator Report

June 2026

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

- New Variance Application for setback from Lake Charelvoix Received for 6995 Birdland Drive.
- 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 and Reviewing Variance Application for setback from Lake Charlevoix Received for 7345 Birdland Drive.
- Working with EGLE regarding Jet Ski business testing their Jet Skis on Susan Lake.
- Working with EGLE regarding a driveway that appears to be in a wetlands area on Major Douglas Sloan road.
- Sent first notice a violation letter to property owner on Hemlock Ave for junk accumulation on the property.
- Zoning Application for 7720 Indian Trails Dr, ZBA approved Variance request at the October 8th 2025 meeting. Shoreline Review committee visited the site on April 28th 2026, Shared plans and pictures with Tip of the Mitt. Waiting for Shoreline Restoration plan 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 on Villa Road for Violation of Nuisance Ordinance and a non-compliance complaint. Trying to contact landowner, last communication with landowner stated he was not well. Reached out to the VA and Tribe for additional support.
- 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. Working with Holtec on the sign placement the owner has been provided information on design options.



- Property owner of Falls Storage is actively working to resolve sign violation at their parcel on US 31.
- Sent first notice of violation letter to property owner on Townline road for more than three inoperable vehicles being stored outside on the parcel.
- Shoreline Review Committee conducted a site visit on April 28th 2026 at 8740 Boyne City Road. Shoreline Restoration plan will be reviewed at the June 16th 2026 Planning Commission Meeting.
- Received Zoning Permit Application for 7738 Boyne City Road for a demo of existing home and a new 83'X124' single family dwelling unit. Shoreline Subcommittee site visit scheduled for June 10th 2026.
- Received a Rezone application for 10963 Boyne City Road from AG to RR, Planning Commission will set a public hearing date at their June 16th 2026 Planning Commission Meeting.
- Received and reviewing zoning application for an accessory building on 8240 Susan Shores Dr. Waiting for additional information from applicant.
- Reviewing Zoning Application for an addition on a single family residence located on Woods Creek Dr. Shoreline Review Committee with Tipp of the Mitt representative conducted a site visit. Waiting for Shoreline Restoration plan from applicant.
- 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.

26-05-01	05/18/26 007-400-013-00	07125 Nine Mile Point Dr.	Doug Quada and Kathy Keljo	Replacement of roof structure with a steeper pitch and include an energy heel to the trusses and new detached garage with Variance approved by ZBA, Shoreline restoration plan as approved by the Planning Commission
26-06-01	06/03/26 007-570-012-00	11321 Summerhill Way Lot K	Ken & Jan Adkins	New 30'X60' Accessory Building

Division	05/27/26	15-007-125-009-00	7977 Pincherry rd	Ronald Shanks	RR
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**NORTHWOODS
HANDYMAN SERVICES**
northwoodshandyman services@gmail.com

Invoice

09456 Pincherry Road
Charlevoix, MI 49720 231-497-4771

Contract/Estimate Price

Customer Name: Hayes Township

Invoice Number: 1019

Address: Hayes Township Boat Launch Wellhouse

Date(s) of Service: _____

Description/Scope of Work	
Teardown existing wellhouse and rebuild new on existing cement pad. All new lumber, insulation, trusses, and steel door. Outside walls and roof will be metal.	
Material cost estimated to be.	\$ 3,460.42
Labor cost for demo and rebuild estimated to be.	\$ 9,300.00
Total Estimate Price	\$12,760.42

Northwoods Handyman Services, LLC is not responsible for any type of plumbing failures and/or concrete failures on existing platform.

If this estimate is accepted Northwoods Handyman Services, LLC requires a down payment of **\$6,380.21** on the start date of the project. Complete payment will be required upon job completion.

Dump prices are estimated, will provide dump receipts added to the total billing upon job completion.

Service Provider Signature: _____ **Date:** _____

Buyer/Owner Signature: _____ **Date:** _____

If you have any questions regarding this invoice, e-mail us at northwoodshandyman services@gmail.com or via phone at 231-497-4771, THANK YOU for your business!



Clark Maintenance & Repair
05056 Loeb Rd
Charlevoix, MI 49720

Quote/Bid

Customer Name: Hayes Township Camp Seagull
Address: 8580 Boyne City Rd, Charlevoix MI 49720
Date of service: TBD
Job description: Well house Repair / Rebuild

Material List

- Metal Roof + Metal Siding Cost = \$1770.26
- Soffit + Facia cost+ J Channel = \$226.94
- exterior door cost= 355.23
- Lumber Cost= \$316.24
- Sheating cost =\$272.72
- Insulation cost = \$1005.76
- Fastner Cost/ nails=\$142.63
- Wall and Roof Dry In cost= \$343.98
- electrical cost= \$300
- Plumbing cost= \$300
-
- **Total material price = \$5,033.76**
-
- **Estimated Labor Time= 60 hrs @ 130 per hr**
- **Labor Cost = \$7,800**
- **Total Job Cost= \$ 12,833.76**
- * payment required on completion of service*
- **Scope of work: Service provider is responsible for completing task above and providing materials and labor, and perform all work necessary for the completion of the residents.**
-



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: Hayes Twp shoreline

1 message

zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

Fri, May 8, 2026 at 8:47 AM

To: Kristin Baranksi <clerk@hayestownshipmi.gov>, Julie Collard <treasurer@hayestownshipmi.gov>

Sent from my iPhone

Begin forwarded message:

From: sean cook <lakecharlevoixlandscaping@gmail.com>
Date: May 8, 2026 at 4:48:26 AM PDT
To: zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>
Subject: Hayes Twp shoreline

Ron,

Please find attached pics and mark up representing the current conditions at the shoreline. Hayes Twp is in Red and Van Eslander property is Purple. We are moving the power panel and all pipes underground and redoing his shoreline.

We are trying to control erosion from this extreme elevation slope and have lots of extra rock material that was dug out of the native soils and would like to offer Hayes Twp this material at no charge.

Lake Charlevoix Landscaping can install these boulders for \$5,000. This includes Machine operator, laborer and filter fabric behind boulders.

After having a meeting with The Charlevoix Building Inspector Russ Smith, he would like to see the Erosion controlled better from both properties.

We have an opportunity to do this work and gain access from Van Eslander property but our window is closing fast. We would like to do this work in 2 weeks or less.

Thank you and look forward to hearing from you.

<IMG_5802.jpeg>

<IMG_5801.jpeg>

<IMG_5800.jpeg>

Lake Charlevoix Landscaping

8256 E Mitchell Rd

Petoskey MI 49770

President - Sean Cook

C - 231-838-8663



zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

Hayes Twp shoreline

2 messages

sean cook <lakecharlevoixlandscaping@gmail.com>

To: zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

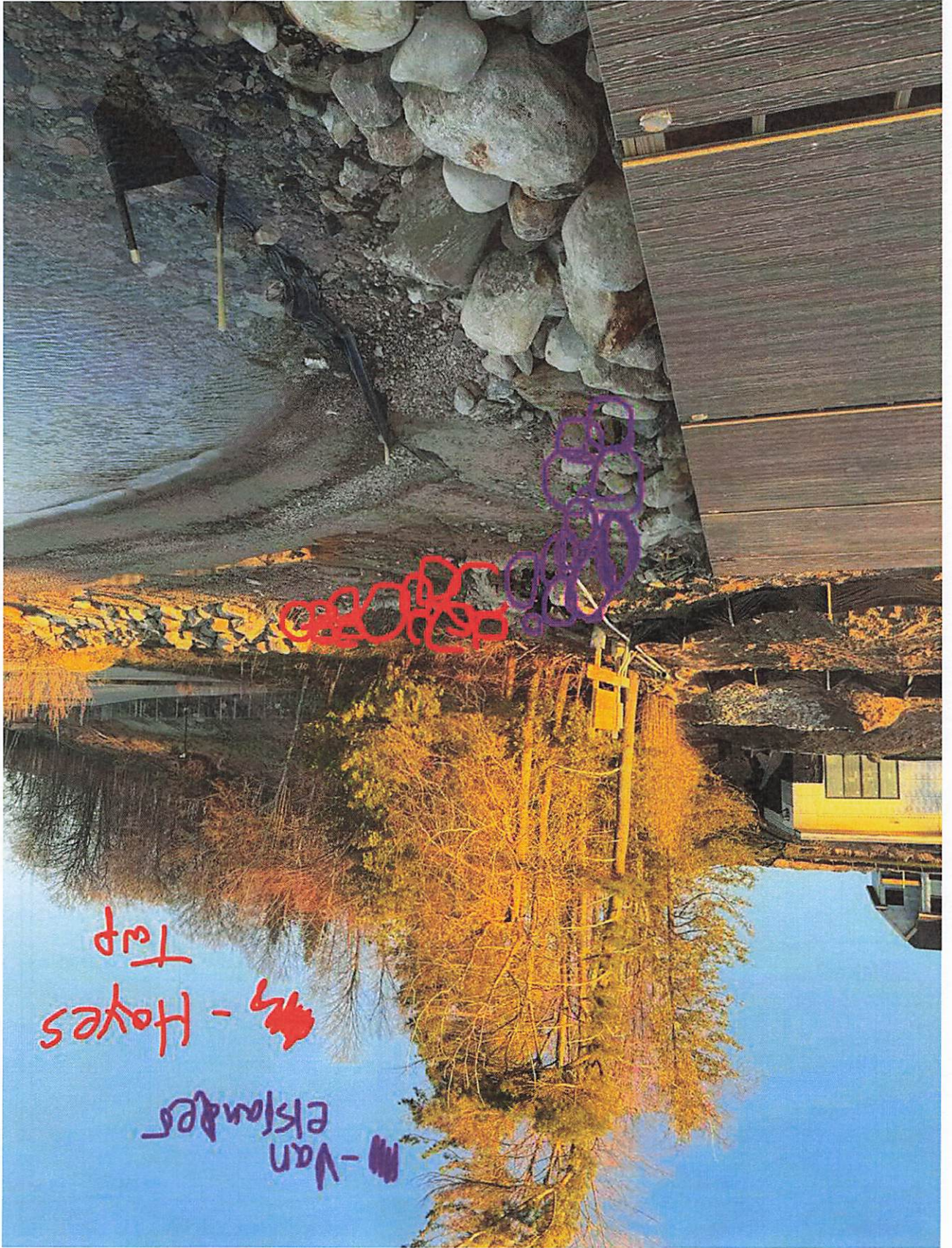
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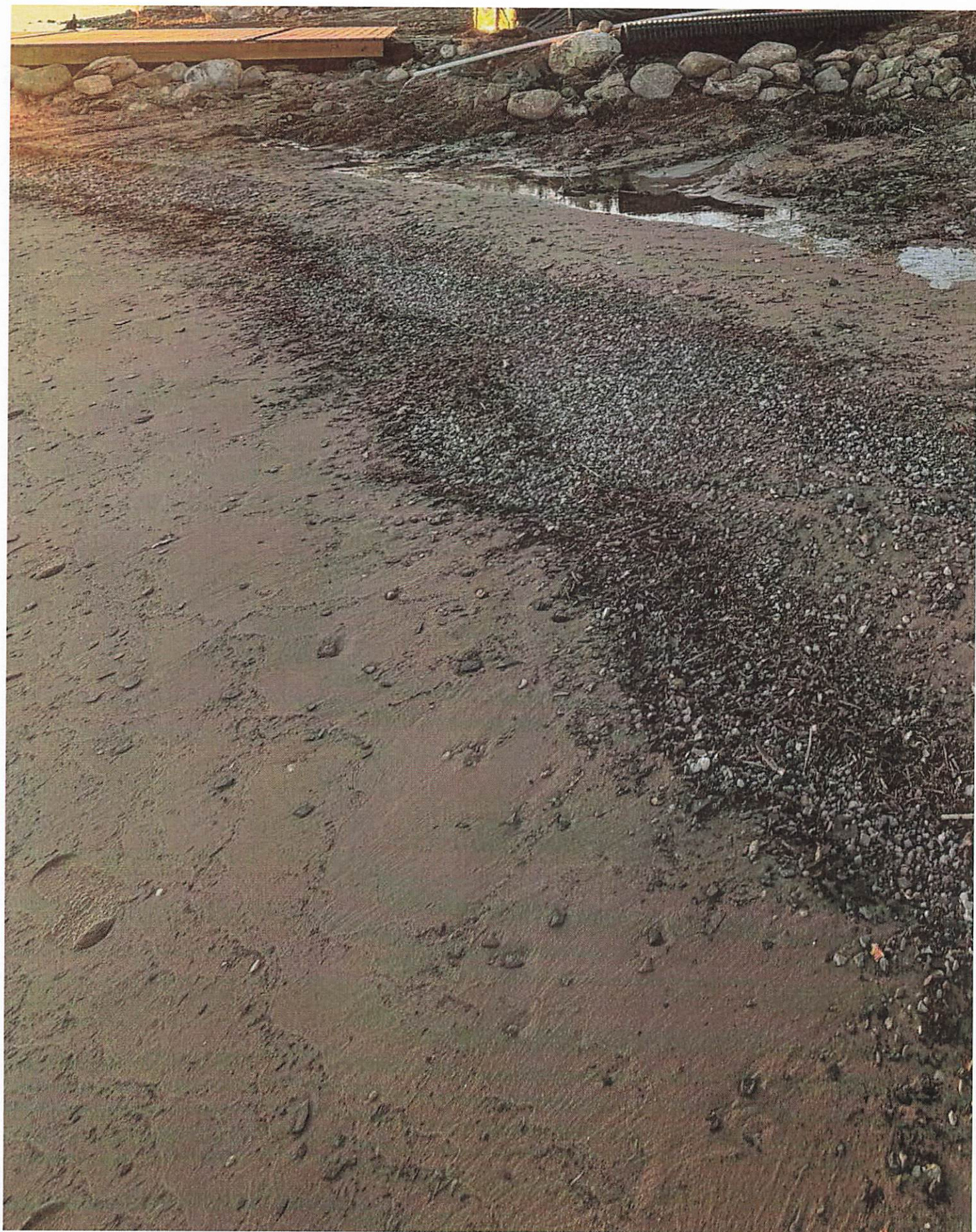
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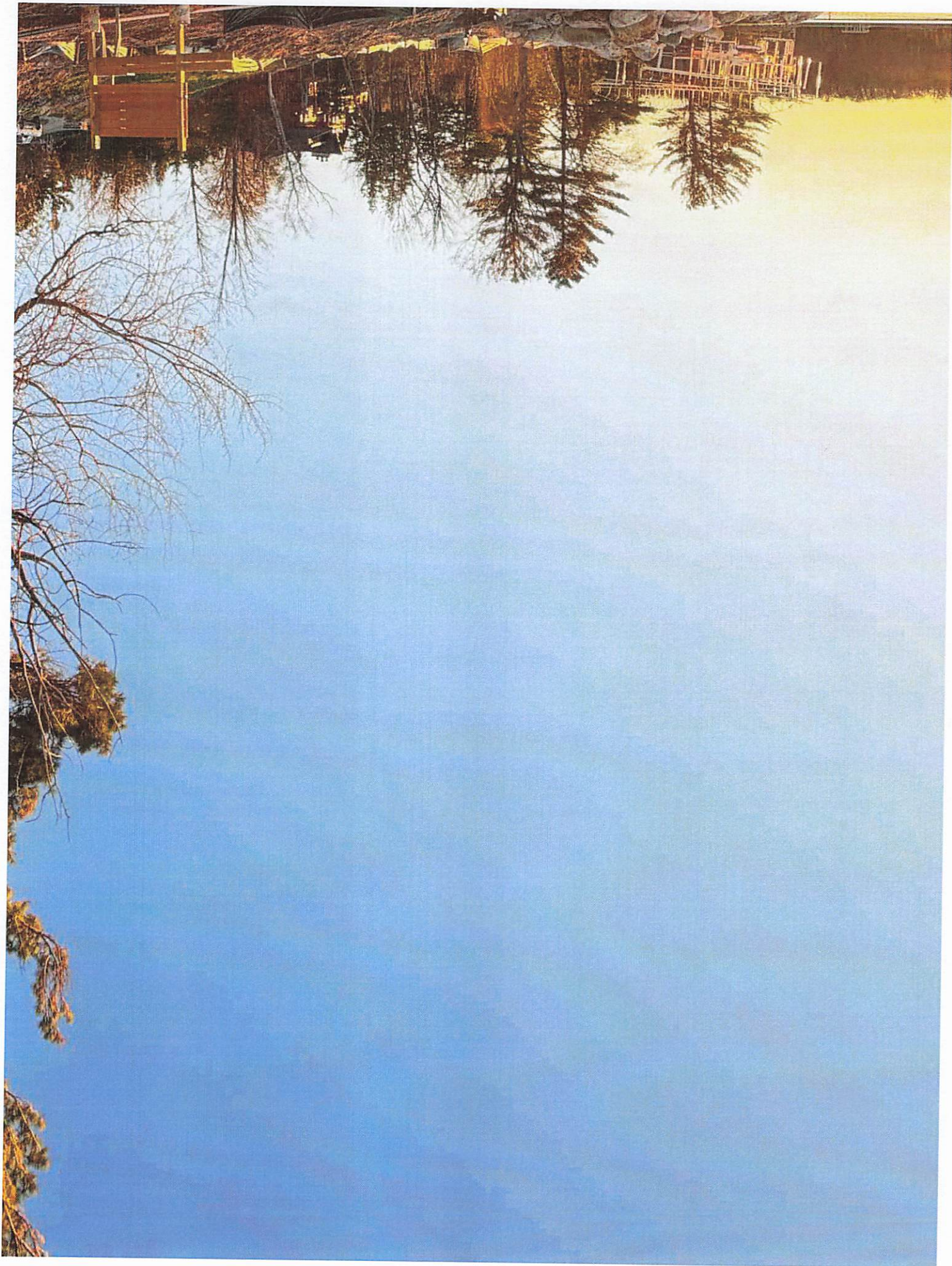
Thank you and look forward to hearing from you.



Hayes
Twp

Van-Elklander









BUDGET REPORT FOR HAYES TOWNSHIP
Calculations As of 06/30/2026

GL Number	Description	Original Budget	25-26 Amended Budget	25-26 Activity	26-27 Draft
Fund: 101 GENERAL FUND					
Department: 000					
Estimated Revenues					
101-000-402.000	REAL PROPERTY TAXES	301,000.00	301,000.00	297,715.53	301,000.00
COMBINE PROPERTY, PERSONAL, DELINQUENT					
101-000-404.000	ROAD MILLAGE				
INDIVIDUAL BUDGET					
101-000-410.000	PERSONAL PROPERTY TAXES				
COMBINED					
101-000-411.000	DELINQUENT PROPERTY TAXES				
COMBINED					
101-000-425.000	SWAMP TAX	360.00	360.00	772.88	700.00
101-000-429.000	COMMERCIAL FOREST RESERVE	20.00	20.00		
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE				
101-000-448.000	COLLECTION FEES				95,000.00
101-000-528.000	ARPA GRANT REVENUE	73,455.00	73,455.00	0.37	
CLOSE REVENUE SOURCE 26/27					
101-000-550.000	TRANSFER IN	50,000.00	50,000.00		50,000.00
PREVIOUS REVENUE FUNDS (NON RESTRICTED)					
101-000-566.000	GRANTS - COMMUNITY FOUNDATION	10,000.00	10,000.00		10,000.00
GRANTS					
101-000-569.000	OTHER STATE REVENUE	94,000.00	94,000.00	98,000.00	
COMBINED					
101-000-572.000	METRO ACT	24,000.00	24,000.00	25,557.09	24,000.00
JUNE PAYMENT					
101-000-573.000	LOCAL COMMUNITY STABILIZATION	8,000.00	8,000.00	9,004.47	18,000.00
TOTAL AMOUNT RECEIVED \$ 18,068					
101-000-574.000	STATE SHARED REVENUE	200,000.00	200,000.00	149,182.54	210,000.00
JUNE PAYMENT					
101-000-576.000	ELECTION REIMBURSEMENT	5,321.00	5,321.00	3,694.87	4,200.00
MAY SCHOOL REIMBURSEMENT \$4791.00					
101-000-582.000	GRANTS - CHARLEVOIX COUNTY MILEA	20,000.00	20,000.00		30,000.00
SIGNS 2025 AND 2 FUTURE 2027					
101-000-626.000	ZONING FEES	10,000.00	10,000.00	9,350.00	10,000.00
101-000-642.000	CEMETERY SALES	1,000.00	1,000.00	750.00	800.00
101-000-665.000	INTEREST AND DIVIDEND INCOME	2,500.00	2,500.00	6,186.74	5,000.00
101-000-667.000	TOWNSHIP HALL RENT	1,500.00	1,500.00	1,400.00	1,500.00
101-000-674.000	FOOD PANTRY DONATIONS	3,500.00	3,500.00	1,928.20	2,200.00
CURRENT IN ACCOUNT \$ 5,987.00					
101-000-674.500	FUNDRAISING	5,000.00	5,000.00	2,755.00	2,500.00
CURRENT AMOUNT IN ACCOUNT APPROX \$20,000.00					
101-000-684.000	MISCELLANEOUS INCOME	500.00	500.00	10,426.71	500.00
101-000-687.000	REFUND			(935.00)	
101-000-696.000	LCEMS - EMS LOAN	122,977.56	122,977.56	184,466.34	122,977.56
NEW REPORTING OFFSETS EMS LOAN 100%					
Estimated Revenues		933,133.56	933,133.56	800,255.74	888,377.56
Appropriations					
101-000-710.000	FICA/MEDICARE	18,000.00	24,000.00	25,764.82	25,000.00
TOTAL FOR ALL PAYROLL					
Appropriations		18,000.00	24,000.00	25,764.82	25,000.00
Total Department 000:		915,133.56	909,133.56	774,490.92	863,377.56
Department: 101 TOWNSHIP BOARD					
Appropriations					
101-101-702.000	SALARIES AND WAGES	12,760.00	12,760.00	11,563.26	13,500.00
TRUSTEES/BOT RECORDING SEC \$225/FED COST OF LIVING INCREASE					
101-101-710.000	FICA/MEDICARE				
101-101-713.000	PER DIEM				
101-101-730.000	POSTAGE & POSTAGE METER	6,500.00	4,000.00	1,785.73	2,500.00
101-101-802.000	ACCOUNTING AND LEGISLATIVE	25,000.00	25,000.00	22,520.44	25,000.00
AUDIT/ADDITIONAL SERVICES					
101-101-805.000	LEGAL SERVICES	49,000.00	54,000.00	62,420.90	58,000.00
101-101-910.000	PUBLICATION/PRINTING	10,000.00	10,000.00	10,077.55	12,000.00
INCLUDE ALL BOARDS/COMMISSIONS/REMOVE VOICE					
101-101-911.000	WEB PAGE PUBLISHING	2,200.00	2,200.00	587.56	1,000.00
101-101-960.000	EDUCATION/SERVICES	11,000.00	11,000.00	7,056.55	12,000.00
INCLUDE ALL BOARDS/COMMISSIONS					
Appropriations		116,460.00	118,960.00	116,011.99	124,000.00

BUDGET REPORT FOR HAYES TOWNSHIP
Calculations As of 06/30/2026

GL Number	Description	Original	25-26 Budget	Amended	25-26 Budget	25-26 Activity	26-27 Draft
Fund: 101 GENERAL FUND							
Department: 101 TOWNSHIP BOARD							
Total Department 101:		(116,460.00)		(118,960.00)		(116,011.99)	(124,000.00)
Department: 171 SUPERVISOR							
Appropriations							
101-171-702.000	SALARIES AND WAGES	33,626.00		33,626.00		30,823.87	34,568.00
	FED COST OF LIVING INCREASE						
101-171-703.000	SALARIES AND WAGES - DEPUTY			1,500.00			1,500.00
101-171-710.000	FICA/MEDICARE						
101-171-850.000	TELEPHONE						
101-171-960.000	EDUCATION/SERVICES	1,500.00					
DEPUTY SUPERVISOR							
Appropriations		35,126.00		35,126.00		30,823.87	36,068.00
Total Department 171:		(35,126.00)		(35,126.00)		(30,823.87)	(36,068.00)
Department: 215 CLERK							
Appropriations							
101-215-702.000	SALARIES AND WAGES	33,626.00		33,626.00		30,823.87	34,568.00
	FED COST OF LIVING INCREASE						
101-215-703.000	SALARIES AND WAGES - DEPUTY	22,000.00		22,000.00		17,742.00	24,000.00
	INCREASE TO \$26/HOURS						
101-215-710.000	FICA/MEDICARE						
101-215-727.000	SUPPLIES						
101-215-780.000	OFFICE EQUIPMENT						
101-215-960.000	EDUCATION/SERVICES	3,200.00		3,200.00		2,560.00	3,200.00
BSA							
Appropriations		58,826.00		58,826.00		51,125.87	61,768.00
Total Department 215:		(58,826.00)		(58,826.00)		(51,125.87)	(61,768.00)
Department: 247 BOARD OF REVIEW							
Appropriations							
101-247-702.000	SALARIES AND WAGES	2,200.00		2,200.00		2,250.00	2,300.00
101-247-710.000	FICA/MEDICARE						
101-247-910.000	PUBLICATION/PRINTING						
	INCLUDED IN 101						
101-247-960.000	EDUCATION/SERVICES					72.77	
Appropriations		2,200.00		2,200.00		2,322.77	2,300.00
Total Department 247:		(2,200.00)		(2,200.00)		(2,322.77)	(2,300.00)
Department: 253 TREASURER							
Appropriations							
101-253-702.000	SALARIES AND WAGES	33,626.00		33,626.00		30,823.87	34,568.00
	FED COST OF LIVING INCREASE						
101-253-710.000	FICA/MEDICARE						
101-253-780.000	OFFICE EQUIPMENT						
101-253-960.000	EDUCATION/SERVICES	3,200.00		3,200.00		2,805.00	3,200.00
BSA							
Appropriations		36,826.00		36,826.00		33,628.87	37,768.00
Total Department 253:		(36,826.00)		(36,826.00)		(33,628.87)	(37,768.00)
Department: 257 ASSESSOR							
Appropriations							
101-257-702.000	SALARIES AND WAGES	36,363.00		36,363.00		33,332.75	36,363.00
	ASSESSOR						
101-257-710.000	FICA/MEDICARE						
101-257-780.000	OFFICE EQUIPMENT	1,000.00		1,000.00			1,000.00
101-257-960.000	EDUCATION/SERVICES	3,200.00		3,200.00		3,200.00	3,800.00
BSA							
Appropriations		40,563.00		40,563.00		36,532.75	41,163.00
Total Department 257:		(40,563.00)		(40,563.00)		(36,532.75)	(41,163.00)
Department: 261 GENERAL GOVERNMENT							
Appropriations							
101-261-702.000	SALARIES AND WAGES	25,000.00		25,000.00		21,469.80	25,000.00
	FILE CLERK \$26/HR						
101-261-710.000	FICA/MEDICARE						
101-261-711.000	INSURANCE	23,000.00		23,000.00		19,022.00	21,000.00
101-261-955.000	RECONCILIATION DISCREPANCIES						

BUDGET REPORT FOR HAYES TOWNSHIP
Calculations As of 06/30/2026

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	25-26 Activity	26-27 Draft
Fund: 101 GENERAL FUND					
Department: 261 GENERAL GOVERNMENT					
Appropriations					
101-261-956.000	FOOD PANTRY	3,500.00	5,348.00	5,149.05	5,000.00
	Appropriations	51,500.00	53,348.00	45,640.85	51,000.00
	Total Department 261:	(51,500.00)	(53,348.00)	(45,640.85)	(51,000.00)
Department: 262 ELECTIONS					
Appropriations					
101-262-702.000	SALARIES AND WAGES	700.00	700.00	3,029.50	6,500.00
	AUG PRIMARY AND NOV GENERAL				
101-262-710.000	FICA/MEDICARE				
101-262-727.000	SUPPLIES	500.00	3,000.00	1,950.68	2,000.00
101-262-910.000	PUBLICATION/PRINTING				
101-262-958.000	MISCELLANEOUS				
	Appropriations	1,200.00	3,700.00	4,980.18	8,500.00
	Total Department 262:	(1,200.00)	(3,700.00)	(4,980.18)	(8,500.00)
Department: 265 TOWNSHIP HALL					
Appropriations					
101-265-710.000	FICA/MEDICARE				
101-265-727.000	SUPPLIES	5,400.00	6,400.00	7,535.54	8,000.00
101-265-780.000	OFFICE EQUIPMENT	7,000.00	6,800.00	6,935.25	7,000.00
101-265-855.000	TELEPHONE/INTERNET/FAX	2,000.00	2,000.00	1,298.42	2,000.00
101-265-920.000	ELECTRIC	3,500.00	3,500.00	2,901.92	3,500.00
	COMBINE HALL AND FIRE				
101-265-921.000	HEATING	4,000.00	4,000.00	2,959.84	3,500.00
	COMBINE HALL AND FIRE				
101-265-930.000	REPAIRS AND MAINTENANCE	5,000.00	5,000.00	5,542.22	5,000.00
	INCLUDES PLOWING/MOW				
101-265-985.000	IMPROVEMENTS	1,000.00	1,000.00	692.96	1,000.00
	REMOVED WINDOWS				
	Appropriations	27,900.00	28,700.00	27,866.15	30,000.00
	Total Department 265:	(27,900.00)	(28,700.00)	(27,866.15)	(30,000.00)
Department: 272 HALL MAINTENANCE					
Appropriations					
101-272-702.000	SALARIES AND WAGES	4,500.00	4,500.00	5,575.00	5,000.00
101-272-710.000	FICA/MEDICARE				
	Appropriations	4,500.00	4,500.00	5,575.00	5,000.00
	Total Department 272:	(4,500.00)	(4,500.00)	(5,575.00)	(5,000.00)
Department: 336 FIRE DEPARTMENT					
Appropriations					
101-336-780.000	OFFICE EQUIPMENT				
101-336-920.000	ELECTRIC				
101-336-921.000	HEATING				
101-336-930.000	REPAIRS AND MAINTENANCE	1,000.00	1,000.00	1,944.32	1,500.00
101-336-960.000	EDUCATION/SERVICES	77,000.00	77,000.00	76,700.00	85,300.00
	FIRE CONTRACT				
	Appropriations	78,000.00	78,000.00	78,644.32	86,800.00
	Total Department 336:	(78,000.00)	(78,000.00)	(78,644.32)	(86,800.00)
Department: 371 PC/ZBA					
Appropriations					
101-371-702.000	SALARIES AND WAGES	17,500.00	17,500.00	18,750.00	19,000.00
	INCLUDES UP TO 16 MEETINGS				
101-371-710.000	FICA/MEDICARE				
101-371-960.000	EDUCATION/SERVICES	28,000.00	28,000.00	14,410.41	18,000.00
	Appropriations	45,500.00	45,500.00	33,160.41	37,000.00
	Total Department 371:	(45,500.00)	(45,500.00)	(33,160.41)	(37,000.00)
Department: 446 ROADS					
Appropriations					
101-446-710.000	FICA/MEDICARE				
101-446-925.000	HALL LOT & STREET LIGHTS	2,400.00	2,400.00	2,485.35	3,000.00
101-446-930.000	REPAIRS AND MAINTENANCE/BRINE	55,000.00	55,000.00	54,869.48	55,000.00
	\$50,000 BOT TO ROAD PROJECTS/BRINE				

BUDGET REPORT FOR HAYES TOWNSHIP
Calculations As of 06/30/2026

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	25-26 Activity	26-27 Draft
Fund: 101 GENERAL FUND					
Department: 446 ROADS					
Appropriations					
101-446-975.000	ROADS				
Appropriations		57,400.00	57,400.00	57,354.83	58,000.00
Total Department 446:		(57,400.00)	(57,400.00)	(57,354.83)	(58,000.00)
Department: 523 SPRING CLEANING					
Appropriations					
101-523-801.000	PROFESSIONAL SERVICES/ SPRING CL	93,000.00	76,000.00	32,000.00	
OFF YEAR					
Appropriations		93,000.00	76,000.00	32,000.00	
Total Department 523:		(93,000.00)	(76,000.00)	(32,000.00)	0.00
Department: 567 CEMETERY					
Appropriations					
101-567-702.000	SALARIES AND WAGES	2,000.00	2,000.00	1,400.00	2,000.00
101-567-710.000	FICA/MEDICARE				
101-567-713.000	PER DIEM				
101-567-727.000	SUPPLIES	500.00	500.00	50.15	500.00
101-567-930.000	REPAIRS AND MAINTENANCE	4,000.00	4,000.00	2,945.08	4,000.00
101-567-985.000	IMPROVEMENTS	2,500.00	2,500.00	2,400.00	2,500.00
Appropriations		9,000.00	9,000.00	6,795.23	9,000.00
Total Department 567:		(9,000.00)	(9,000.00)	(6,795.23)	(9,000.00)
Department: 651 AMBULANCE					
Appropriations					
101-651-971.000	AMBULANCE IMPROVEMENTS	500.00	500.00		500.00
Appropriations		500.00	500.00		500.00
Total Department 651:		(500.00)	(500.00)	0.00	(500.00)
Department: 702 ZONING					
Appropriations					
101-702-704.000	SALARIES AND WAGES - ADMIN	23,934.00	23,934.00	21,939.50	24,604.00
ZONING ADMIN					
101-702-705.000	SALARIES AND WAGES - ASSISTANT	18,400.00	18,400.00	8,775.00	14,000.00
ZONING ASSISTANT					
101-702-713.000	PER DIEM	2,500.00	2,500.00		2,500.00
PC/ZBA MEETINGS					
101-702-850.000	TELEPHONE	1,000.00	1,000.00	512.06	750.00
101-702-910.000	PUBLICATION/PRINTING				
101-702-960.000	EDUCATION/SERVICES				
101-702-964.000	REFUNDS				
Appropriations		45,834.00	45,834.00	31,226.56	41,854.00
Total Department 702:		(45,834.00)	(45,834.00)	(31,226.56)	(41,854.00)
Department: 751 PARKS AND RECREATION					
Appropriations					
101-751-702.000	SALARIES AND WAGES	1,200.00	2,700.00	1,825.00	2,700.00
PARKS REC PER DIEM					
101-751-710.000	FICA/MEDICARE				
101-751-727.000	SUPPLIES				
101-751-780.000	OFFICE EQUIPMENT				
101-751-801.000	PROFESSIONAL SERVICES	500.00	500.00	110.00	500.00
101-751-920.000	ELECTRIC/INTERNET	5,000.00	5,000.00	5,390.15	6,000.00
101-751-928.000	TRASH / GARBAGE	1,500.00	1,500.00	537.90	1,200.00
101-751-930.000	REPAIRS AND MAINTENANCE-OTHER	2,500.00	2,500.00	3,141.70	3,000.00
101-751-930.001	REPAIRS AND MAINTENANCE-HTP/CSG	55,000.00	60,500.00	62,345.08	50,000.00
HOST HOUSE/WINTER PLOWING/ETC/WELL HOUSE					
101-751-989.000	EQUIPMENT/IMPROVEMENTS	20,000.00	17,000.00	14,988.65	20,000.00
PARKS AND REC					
Appropriations		85,700.00	89,700.00	88,338.48	83,400.00
Total Department 751:		(85,700.00)	(89,700.00)	(88,338.48)	(83,400.00)
Department: 906 DEBT SERVICE					
Appropriations					
101-906-991.000	DEBT SERVICE - PRINCIPAL	122,977.56	122,977.56	184,466.34	122,977.56
EMS LOAN					

BUDGET REPORT FOR HAYES TOWNSHIP
Calculations As of 06/30/2026

GL Number	Description	Original	25-26 Budget	25-26 Amended Budget	25-26 Activity	26-27 Draft
Fund: 101 GENERAL FUND						
Department: 906 DEBT SERVICE						
Appropriations						
101-906-994.000	DEBT SERVICE - INTEREST					
Appropriations			122,977.56	122,977.56	184,466.34	122,977.56
Total Department 906:		(122,977.56)	(122,977.56)	(122,977.56)	(184,466.34)	(122,977.56)
Fund 101 - GENERAL FUND:						
TOTAL ESTIMATED REVENUES		933,133.56	933,133.56	933,133.56	800,255.74	888,377.56
TOTAL APPROPRIATIONS		931,012.56	931,660.56	931,660.56	892,259.29	862,098.56
NET OF REVENUES & APPROPRIATIONS:		2,121.00	1,473.00	1,473.00	(92,003.55)	26,279.00



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

**Bulletin 16 of 2025
November 18, 2025
2026 Boards of Review**

TO: Boards of Review and Assessing Officers

FROM: Michigan State Tax Commission

SUBJECT: 2026 Boards of Review

This Bulletin contains information that Board of Review members need to be aware of for the 2026 assessment year. The State Tax Commission Q&A regarding the statutory obligations for Boards of Review can be found on the State Tax Commission website at www.michigan.gov/statetaxcommission. The State Tax Commission asks that all Board of Review members carefully review this document.

Board of Review members are also strongly encouraged to attend annual *Board of Review Member Training* to review updates on statutory and policy changes. Public Act 660 of 2018 requires that all Board of Review members receive training approved by the State Tax Commission at least once every two years.

Key Dates for 2026 Boards of Review

- **March 3, 2026.** The March Board of Review begins their work on the Tuesday following the first Monday in March. On this day, the Board holds their organizational meeting and formally receives the assessment roll from the assessor. This is the meeting for the Board to “get organized”. They should elect a chairperson, discuss how they are going to conduct business, review any statutory or policy changes they should be aware of for the current year and receive any briefings they want from the assessor regarding the assessment roll. The Board will not hear appeals at this first meeting. The organizational meeting date cannot be rescheduled to a different day.
- **March 9, 2026.** Appeal meetings of the March Board begin on the 2nd Monday in March. Local units can set an alternative start date for the appeal meetings by adopting an ordinance or resolution, but that alternative start date can only be the Tuesday or Wednesday of that same week (i.e. the Tuesday or Wednesday following the 2nd Monday in March).

The required first appeal meeting on the second Monday in March must start no earlier than 9 a.m. and no later than 3 p.m. The Board of Review must meet for a minimum of 6 hours that day. The Board must meet a total of at least 12 hours during that first week and at least 3 hours of the required sessions must be after 6 p.m.

- **April 6, 2026.** The March Board of Review must complete their work by the first Monday in April. Assessment rolls must be turned over to County Equalization by the Wednesday following the first Monday in April or 10 days following the close of the March Board, whichever is first.
- **July 21, 2026.** The July Board meets on the Tuesday following the third Monday in July, unless an alternate start date is adopted by the local unit.
- **December 15, 2026.** The December Board meets the Tuesday following the second Monday in December, unless an alternate start date is adopted by the local unit.

Alternate Start Dates for the July or December Boards of Review

MCL 211.53b provides that July or December Boards of Review may have an alternate start date. The governing body of the city or township must adopt by ordinance or resolution alternate start dates that must conform to the following: for the July Board, an alternate date during the week of the third Monday in July; for the December Board, an alternate date during the week of the second Monday in December.

Documentation of Board of Review Changes

The State Tax Commission requires that all Boards of Review maintain appropriate documentation of their decisions including minutes, a copy of the form 4035, form 4035a whenever the Board of Review makes a change that causes the Taxable Value to change, form 4031, and a Board of Review Action Report. Form 4035 must include a detailed reason why the Board made their determination. **Assessors are not required to file the Board of Review log or Action Report with the State Tax Commission.**

Minutes must include all the following items:

- Day, time, and place of meetings.
- Members present, members absent, name of elected chairperson and notation of any correspondence received.
- A log that identifies the hearing date, the petition number, the petitioner's name, the parcel number, the type of appearance, type of appeal and decision of the board of review.
- Record daily the actual hours the Board was in session, and time of daily adjournments. Record the closing date and time of the final annual session.

Inflation Rate used in the 2026 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2026 Capped Value Formula is 1.027.

The 2026 Capped Value Formula is as follows:

$$\text{2026 CAPPED VALUE} = (\text{2025 Taxable Value} - \text{LOSSES}) \times 1.027 + \text{ADDITIONS}$$

The formula above does not include 1.05 because the inflation rate multiplier of 1.027 is lower than 1.05.

July and December Board of Review Authority and Qualified Errors

Boards of Review and assessors are cautioned to take great care to ensure that any changes made by the July or December Board of Review meet the requirements of MCL 211.53b.

MCL 211.53b provides that the July or December Boards of Review can correct "qualified errors" for the current year and one prior year unless additional years are specifically addressed by the statute.

Regarding MCL 211.27a(4): if the taxable value of property is adjusted and the assessor determines that there had not been a transfer of ownership, the taxable value of the property shall be adjusted for the current year and for the **three** immediately preceding calendar years.

Qualified Errors are defined in MCL 211.53b as:

- A clerical error relative to the correct assessment figures, the rate of taxation, or the mathematical computation relating to the assessing of taxes
- A mutual mistake of fact.
- An adjustment under section 27a(4) – taxable value or an exemption under section 7hh(3)(b)– qualified start-up business exemption.
- An error of measurement or calculation of the physical dimensions or components of the real property being assessed.
- An error of omission or inclusion of a part of the real property being assessed.
- An error regarding the correct taxable status of the real property being assessed.
- An error made by the taxpayer in preparing the statement of assessable personal property under section 19.
- An error made in the denial of a claim of exemption for personal property under section 9o.
- An error made by the local tax collecting unit in the processing of a timely filed disabled veterans exemption affidavit.
- A delay in the determination by the United States Department of Veterans Affairs that a veteran is permanently and totally disabled as a result of military service and entitled to veterans' benefits at the 100% rate.

- An exemption under section 7u(10), for the immediately preceding tax year only, if the exemption was not on the assessment roll and was not denied for that tax year. A claim for exemption must be filed with the board of review on a form prescribed by the state tax commission and provided by the local assessing unit, accompanied by supporting documentation establishing eligibility for the exemption for that immediately preceding tax year under the criteria in section 7u(2) and any other supporting documentation as may be required by the state tax commission.

Clerical Error was defined by the Court of Appeals in *International Place Apartments v Ypsilanti Township* 216 Mich App 104; 548 NW2d 668 (1996), as “an error of a transpositional, typographical, or mathematical nature.” July and December Boards of Review are NOT allowed to revalue or reappraise property when the reason for the action is that the assessor did not originally consider all relevant information.

Mutual Mistake of Fact was defined by the Court of Appeals in *Ford Motor Co v City of Woodhaven*, 475 Mich 425; 716 NW2d 247 (2006) as “an erroneous belief, which is shared and relied on by both parties, about a material fact that affects the substance of the transaction.” This definition was clarified by the Michigan Supreme Court in *Briggs Tax Service, LLC v Detroit Public Schools*, 485 Mich 69; 780 NW2d 753 (2010). The Michigan Supreme Court indicated that to qualify, the “mutual mistake of fact” must be one that occurs only between the assessor and the taxpayer.

Personal Property Tax

Taxpayers who miss the February 20 filing deadline for either the Small Business Taxpayer Exemption, the Eligible Manufacturing Personal Property Exemption, or the Qualified Heavy Equipment Rental Personal Property Exemption may file a late application directly with the March Board of Review.

Important Reminder: The July and December Boards of Review **have no authority** to grant these exemptions. If an assessor misplaces or misses a timely filed Form 5278, that **is not** considered a clerical error or mutual mistake and cannot be considered by the July or December Board of Review.

See the [Guide to Small Business Taxpayer Exemption](#) and [Bulletin 18 of 2022 – Qualified Heavy Equipment Rental Personal Property Exemption](#) for more information.

Further information and guidance on the Eligible Manufacturing Personal Property (EMPP) Exemption, Special Acts, and the Essential Services Assessment (ESA) is available at www.michigan.gov/ESA. Additional questions should be sent via email to ESAQuestions@michigan.gov.

Poverty Exemption Changes

The State Tax Commission issued Bulletin 17 of 2025 regarding the poverty exemption. This Bulletin provides updates reflecting recent changes to Form 5737, which now incorporates information from the former Form 5739, and removes the section from the previous bulletin regarding extensions for poverty applications, which is no longer permitted by statute. It is important that Board of Review members review this bulletin.

The Board of Review shall approve or deny the request for the poverty exemption. The Board of Review is required to follow the policy and guidelines adopted by the local assessing unit in granting or denying a poverty exemption. **The Board of Review is not permitted to deviate from the adopted policy and guidelines** (this is a change to the law in 2020 PA 253).

Poverty exemption applications can be heard at the March, July, or December Board of Review (this applies to a current year exemption, not an exemption for the immediate preceding year which can only be heard by the July and December Board of Review as a qualified error). However, there can only be **one** Board of Review decision for a specific calendar year; a subsequent Board of Review cannot reconsider a decision already made that year. For example: if an application is denied at the March Board of Review, it may not be reheard by the July or December Board of Review during the same calendar year.

To request a poverty exemption, a taxpayer must file:

1. Form 5737 *Application and Affirmation for MCL 211.7u Poverty Exemption*
2. All required additional documentation (such as federal/state income tax returns)

Local units are still required to have adopted income guidelines and an asset test. These documents should be in writing and should be made available to taxpayers.

If a taxpayer qualifies for the poverty exemption, the Board of Review may grant a 100%, 75%, 50%, or 25% reduction in taxable value. There are no other percentage reductions permitted unless approval is granted to the local unit by the State Tax Commission for additional percentage reductions. The request must comply with the *State Tax Commission Policy Regarding Requests for Percentage Reductions in Taxable Value for Poverty Exemptions* and must be submitted using Form 5738.

The forms and guidance related to the poverty exemption are available on the State Tax Commission's website under the [Poverty Exemption Forms & Policy Related to PA 253 of 2020](#) link.

Reminders:

- The Michigan Court of Appeals ruled in *Ferrero v Township of Walton* (Docket No. 302221) that monies received pursuant to MCL 206.520 (homestead property tax credit) is a rebate of property taxes and is not income for purposes of MCL 211.7u.
- Statutory changes allow an affidavit to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This includes the individual filing for the exemption.

Property Classification

Property is classified according to its current use. A property cannot have more than one classification. MCL 211.34c(5) states that if the total usage of a parcel includes more than one classification, the assessor shall determine the classification that most significantly influences the total valuation of the parcel.

Boards of Review are encouraged to review the [Property Classification Q&A](#) available on the State Tax Commission website.

Board of Review Member Required Training

PA 660 of 2018 requires the State Tax Commission audit to ensure that Board of Review members are participating in training. Beginning in 2022, Board of Review members will be required to complete Board of Review training at least once every two years to meet this audit requirement. This training will be offered by the State Tax Commission, or by outside organizations with State Tax Commission approval and use of State Tax Commission approved materials. Proof of completion and the required Form 5731 should be attached to the Board of Review's Certification of the Assessment Roll and maintained with local unit records.

The State Tax Commission has provided additional resources and guidance regarding changes to be implemented as a result of Public Act 660 of 2018 under the "Property Assessing Reform" link at www.michigan.gov/statetaxcommission.

Resources

The State Tax Commission has published a significant amount of resource information to assist Boards of Review in carrying out their statutory responsibilities. This information can be found on the State Tax Commission website at www.michigan.gov/statetaxcommission under the "Board of Review Resources" heading.

If you have additional questions or cannot locate information on the State Tax Commission website, please contact the State Tax Commission at (517) 335-3429 or via email State-Tax-Commission@michigan.gov.



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: ITC Aerial Patrols

1 message

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

Wed, Jun 3, 2026 at 12:56 PM

FYI.....wanted to make sure you got this --- as people may call

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

From: **Burrell, Julie** <jburrell@itctransco.com>

Date: Wed, Jun 3, 2026 at 11:14 AM

Subject: ITC Aerial Patrols

To: administration@charlevoixcounty.org <administration@charlevoixcounty.org>, southernmsupervisor@gmail.com <southernmsupervisor@gmail.com>, melrosetwp@charter.net <melrosetwp@charter.net>, tenyerber24@gmail.com <tenyerber24@gmail.com>, supervisor@hayestownshipmi.gov <supervisor@hayestownshipmi.gov>, chandlerclerk2@gmail.com <chandlerclerk2@gmail.com>

Cc: Payton Heins <payton@thenlea.com>

Hello Charlevoix County leaders!!

You likely saw this coverage over the past few weeks, but I wanted to ensure you received the information directly from me as well!

Portions of the press release are below, but most relevant to you are the dates that you, residents or visitors in select Charlevoix County neighborhoods may see low-flying helicopters. Please share with others within your teams/communities as you deem appropriate!

- **June 24-30:** Alcona, Alpena, Antrim, Arenac, Bay, **Charlevoix**, Cheboygan, Clare, Crawford, Emmet, Gladwin, Grand Traverse, Iosco, Kalkaska, Lake, Leelanau, Manistee, Mason, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, Roscommon and Wexford.

ITC will be conducting aerial patrols of the high-voltage transmission structures, lines and equipment throughout Michigan from May 27-June 30, weather permitting. The helicopter patrols are conducted to provide an overall status of the overhead transmission system that is operated by ITC's Michigan operating entities, ITCTransmission and Michigan Electric Transmission Company, LLC (METC).

These patrols are a North American Electrical Reliability Corporation (NERC) requirement for ITC's vegetation management program, support proactive maintenance objectives and are in line with the company's model for operational excellence.

Crews check for damaged or worn equipment and vegetation hazards. The inspection flights are often conducted at low altitudes to allow accurate visual inspection of equipment for lightning damage, wear or other potential problems. This is normal procedure, so there is no cause for alarm if a low-flying helicopter is sighted near transmission lines.

Please let me know if you have any questions or concerns!!

Julie Burrell (She/Her)

Area Manager, Local Government & Community Affairs

phone 231-335-1985

e-mail jburrell@itctransco.com

801 S Main Street, Wayland, MI 49348



FOR THE GREATER GRID.



[Book time to meet with me](#)

Notice: This email and any of its attachments (collectively, the "Communication") may contain: (1) privileged, proprietary, non-public, and/or confidential information protected by law; and/or (2) information pertaining to electric transmission projects, functions, or operations that could have a material effect on the energy market if disclosed to energy market participants. This Communication is for the sole use of the intended recipient(s) and should not be shared with anyone else. Unauthorized use or disclosure of any kind is strictly forbidden. If you received this Communication in error please notify the sender, and permanently delete the original and any copies or printouts. This Communication may also contain "Level 1 - Confidential-CEII" or "Level 2 - Restricted-CEII" information as defined in the ITC CIP-1101 Information Protection Program; if it does, it will be marked as such and contain additional restrictions.

Please consider the planet before you print.

RESOLUTION OF THE TOWNSHIP BOARD OF HAYES TOWNSHIP

Resolution No: 06082026A

Hayes Township Free Food Pantry and Holiday Meal Box Program Resolution

WHEREAS, the Township Board of Hayes Township recognizes that food insecurity affects residents within our community; and

WHEREAS, the Township Board desires to establish an accessible, community-driven resource to support neighbors in need while fostering a spirit of mutual aid; and

WHEREAS, this initiative will utilize existing township property to maximize public accessibility without incurring programmatic operational costs to taxpayers;

NOW, THEREFORE, BE IT RESOLVED that the Township Board of Hayes Township hereby authorizes the establishment of the Hayes Township Free Food Pantry, featuring both an indoor distribution station and an outdoor weather-resistant pantry structure; and

BE IT FURTHER RESOLVED that the operation, stocking, and weekly maintenance of both pantry structures shall be completely volunteer-run and 100% donation-based, relying entirely on the generosity of community members, local organizations, and businesses; and

BE IT FURTHER RESOLVED that to ensure public health and community safety, the Township Clerk Kristin Baranski, and the Township Treasurer Julie Collard are hereby designated to monitor food inventory and strictly oversee expiration dates on a regular basis; and

BE IT FURTHER RESOLVED that the Township Board grants explicit permission for the pantry to expand its year-round services by organizing and distributing curated holiday meal boxes at the end of December to local families in need, with the understanding that this initiative will be 100% funded through food pantry donations.

PASSED AND ADOPTED by the Township Board of Hayes Township on this 8th day of June, 2026.

Township Supervisor Signature: _____

Attest (Township Clerk): _____