

AGENDA
HAYES TOWNSHIP BOARD OF TRUSTEES

July 13, 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: June 8th 2026 BOT Regular Meeting and June 23rd 2026 Budget Hearing
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. LCEMS add Bay Township to Authority
10. Fire Contract 2026/2027
11. ZBA Resignation and Position Posting
12. Planning Consultant Planning Commission Request
13. Pantry Resolution update
14. Pa Be Shan Discussion
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.

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
June 8th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

The June 8th, 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), Doug Kuebler (Trustee), and Julie Collard (Treasurer)
Audience Members signed in: Dan Thorp, Diane Conklin, Roy Griffiths, Mary Mills, Gerry Mills, Mel Czechowski, Carol Umlor, Steve Hassell, Betty Henne, Bob Fowler, Barb Hernden, Tim Boyko, CT Martin, Del Terrill, Joshua Case, Evan Riesenbeck, Bradley Hunter, Jade Wallace, Katherine Simon, Ellis Boal, LuAnne Kozma, and Steven Hernden.

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 Item #15 Resolution 06082026B Hayes Township Community Event Resolution.
Ms. Baranski made a motion, supported by Mr. Kuebler to approve the agenda as amended.
Yays: Matt Cunningham, Kristin Baranski, Doug Kuebler, Julie Collard, and William Conklin.
Nays: None Motion Carried

PUBLIC COMMENTS: Public comment opened at 7:02 pm.

- Fire Chief Dan Thorp stated he would recommend the Board of trustees sell the Fire Truck they have in the Hayes Township Fire Barn, and he will replace it with on of Charelvoix Townships truck. He has reached out to the college and other fire departments in the area and no one showed interest in purchasing the truck. There is also supplies in the fire barn he would recommend the board remove as well. The board will be working with the Township Attorney and Fire Chief and deciding on the sale of the fire truck at their next meeting.
- Disappointed the Short Term Rental and Data Center and Zoning Ordinance draft projects are not on the Agenda for a quick summary of the progress of each, check with the Township Attorney on how much the Township can sell the Fire Truck for there may be specific rules, Policy and Procedure updates that the board discussed changing at a previous board meeting, Result of an EGLE investigation, and Hayes Township Park Shoreline Erosion.

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
June 8th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

34 Closed at 7:16 pm

35

36 **APPROVAL OF May 11TH 2026 BOT REGULAR MEETING MINUTES:**

37 Mr. Kuebler made a motion, supported by Mr. Cunningham to approve the May 11th, 2026,
38 Board of Trustees regular meeting minutes as corrected.

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

40 Nays: None **Motion Carried**

41

42 **APPROVAL OF JUNE 1 2026 BOT REGULAR MEETING MINUTES:**

43 Mr. Kuebler made a motion, supported by Ms. Collard to approve the June 1, 2026, Board of
44 Trustees regular meeting minutes as presented.

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

46 Nays: None **Motion Carried**

47

48 **TREASURERS REPORT**

49 A written report reporting all Hayes Township account balances was presented by Ms.
50 Collard.

51

52 **CLERKS REPORT: APPROVAL OF WARRANTS**

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

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

56 **Nays: None** **Motion Carried**

57

58 Clerk, Kristin Baranski, presented the warrants in the amount of \$40,299.95

59 Mr. Kuebler made a motion, supported by Mr. Cunningham to approve Township warrants
60 out of the General Fund in the amount of \$40,299.95. A roll call was taken.

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

62 Nays: None **Motion Carried**

63

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

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
June 8th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

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

69

70 **COUNTY COMMISSIONER REPORT**

71 Bob Jess was not present.

72

73 **PARKS AND REC. REPORT**

74 The next regular Parks and Rec meeting is scheduled for the end of June.

75

76 **PLANNING COMMISSION.**

77 Mr. Cunningham presented the Planning Commission Report. The next regular Planning
78 Commission meeting is June 16th, 2026, at 7:00 pm.

79

80 **ZONING BOARD OF APPEALS**

81 The ZBA did not meet. Next scheduled ZBA Meeting is July 1st 2026 where two ZBA Variance
82 Cases will be heard.

83

84 **TRUSTEE'S:**

85 Mr. Cunningham stated the Buoys were installed at Eastern Avenue Beach and the Buoys for
86 Camp Seagull will be installed now that the permits have been received.

87

88 **ZONING ADMINISTRATOR REPORT** April Hilton presented a Zoning Administrator report.

89

90 **SUPERVISOR REPORT:**

91 William Conklin presented a supervisor report.

92

93 **NEW BUSINESS**

94 **SET ELECTION COMMITTEE MEETING JULY 9TH, 2026 AT 10AM AND PUBLIC ACCURACY**

95 **TEST FOR AUGUST 4TH, 2026 PRIMARY ELECTION JULY 9TH, 2026 AT 11AM:**

96 Ms. Baranski made a motion, supported by Mr. Cunningham to set the Election Commission
97 Meeting for July 9th 2026 at 10:00 am followed by the Public Accuracy test at 11:00 am.

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

99 Nays: None **Motion Carried**

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
June 8th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

HAYES TOWNSHIP PARK WELL HOUSE PROPOSALS:

The board came to a consensus to table this agenda item for further research.

HAYES TOWNSHIP PARK SHORELINE EROSION:

The board came to a consensus to table this agenda item for further research.

DRAFT BUDGET FISCAL YEAR 2026/2027:

A rough draft of the 2026/2027 Fiscal Year budget was presented to the board and public for review before the June 23rd 2026 Budget Hearing at 7:00pm.

**RESOLUTION 06082026 HAYES TOWNSHIP FREE FOOD PANTRY AND HOLIDAY MEAL BOX
PROGRAM RESOLUTION:**

RESOLUTION OF THE TOWNSHIP BOARD OF HAYES TOWNSHIP

Resolution No: 06082026

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

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
June 8th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

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.

Ms. Collard made a motion, supported by Mr. Kuebler to approve resolution 06082026 Hayes Township Free Food Pantry and Holiday Meal Box Program Resolution.

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

Nays: Motion Carried

SET BOARD OF REVIEW JULY DATES JULY 21ST, 2026 AT 12PM

Ms. Baranski made a motion, supported by Mr. Kuebler to set the July Board of Review date for Tuesday July 21 2026 at 12:00 pm until business concludes.

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

Nays: Motion Carried

PUBLIC COMMENTS: Public comments opened at 8:21 pm.

Comments included:

- Legal Services expense on Budget Draft, Zoning Administrator performance, Potential Zoning Violations with in the township,
- Public comments closed at 8:26 pm.

BOARD OF TRUSTEE COMMENT:

Ms. Baranski stated the VanElslander property meets all setbacks.

Ms. Collard will update the website calendar with all the upcoming meeting dates.

Mr. Conklin stated the next Short Term Rental work group meeting is June 10th 2026 at 7:00pm and the next Data Center work group meeting is July 8th 2026 6:30pm. He will also be attending with all the Charlevoix County Township Supervisors on June 24th 2026 to

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
June 8th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

159 discuss a firework ordinance. The Policy and Procedures updates are being held up because
160 he personally has not had time to look at the procedures he was tasked with.

161

162 **ADJOURNMENT:** Mr. Kuebler made a motion, supported by Mr. Cunningham to adjourn at
163 8:38 p.m.

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

165 Nays: None **Motion Carried**

166

167 Respectfully Submitted,

168 April Hilton Hayes Township Deputy Clerk/Recording Secretary

HAYES TOWNSHIP
BUDGET MEETING
JUNE 23, 2026 7:00 pm
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM ID: 880 0164 0434

The June 23, 2026, meeting of the Hayes Township Board was called to order by Supervisor William Conklin at 7:00 pm.

Board members present were Julie Collard (Treasurer), Doug Kuebler (Trustee), Kristin Baranski (Clerk), William Conklin (Supervisor), and Matt Cunningham (Trustee).

Also present: April Hilton (Deputy Clerk/Recording Secretary)

Audience Members signed in: Diane Conklin, Roy Griffiths, and Bill Henne.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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

Nays: None Motion Carried

PUBLIC COMMENTS TO AGENDA ITEMS

Public comment opened at 7:01pm.

No Comments

Closed at 7:01pm

HAYES TOWNSHIP PARK WELL HOUSE PROPOSALS:

Ms. Baranski made a motion, supported by Ms. Collard to accept the bid for \$12,760.42 submitted by Northwoods Handyman Services for the Hayes Township park – Camp Sea-Gull Well House Replacement Project. A roll call was taken.

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

Nays: None Motion Carried

HAYES TOWNSHIP
BUDGET MEETING
JUNE 23, 2026 7:00 pm
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM ID: 880 0164 0434

34 **ADOPT FINAL 25/26 BUDGETS:**

35 Ms. Baranski made a motion, supported by Ms. Collard to approve the amendment to the
36 hall supply account of the 24-25 Budget as presented. A roll call was taken.

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

38 Nays: None Motion Carried

39

40 Ms. Baranski made a motion, supported by Mr. Kuebler to adopt the 24-25 Final Budgets as
41 amended. A roll call was taken.

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

43 **Nays: None Motion Carried**

44

45 **2026 TAX RATE REQUEST L-4029:**

46 Ms. Collard made a motion, supported by Mr. Cunningham to approve the 2026 L-4029 form
47 as presented and for Mr. Conklin and Ms. Baranski to sign.

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

49 Nays: None Motion Carried

50

51 **PRESENTATION AND ADOPTION OF 2026/2027 FISCAL BUDGETS:**

52 The board reviewed and discussed the proposed 2026/2027 fiscal year budget.

53 Ms. Baranski made a motion, supported by Mr. Kuebler, to adopt the proposed 2026/2027
54 budget as presented. A roll call was taken.

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

56 Nays: None **Motion Carried**

57

58 Ms. Baranski made a motion, supported by Mr. Kuebler, to adopt the proposed 2026/2027
59 Road Budget. A roll call was taken.

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

61 Nays: None **Motion Carried**

HAYES TOWNSHIP
BUDGET MEETING
JUNE 23, 2026 7:00 pm
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM ID: 880 0164 0434

RESOLUTION 06232026

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and,

WHEREAS, the township board deems that an adjustment in the salary of the **Supervisor** is warranted, now BE IT RESOLVED, that as of July 1, 2026, the salary of the office of Supervisor shall be as follows: **Supervisor: \$ 34,568.00**

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and,

WHEREAS, the township board deems that an adjustment in the salary of the **Clerk** is warranted, now BE IT RESOLVED, that as of July 1, 2026, the salary of the office of Clerk shall be as follows:

Clerk: \$ 34,568.00

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and,

WHEREAS, the township board deems that an adjustment in the salary of the **Treasurer** is warranted, now BE IT RESOLVED, that as of July 1, 2026, the salary of the office of

Treasurer shall be as follows:

Treasurer: \$ 34,568.00

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and,

HAYES TOWNSHIP
BUDGET MEETING
JUNE 23, 2026 7:00 pm
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM ID: 880 0164 0434

86 WHEREAS, the township board deems that an adjustment in the salary of the **Trustee**
87 is warranted, now BE IT RESOLVED, that as of July 1, 2026, the salary of the office of
88 Trustee shall be as follows:

89 **Trustee: \$ 4,914.00**

90 WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the
91 salary for officers composing the township board shall be determined by the township board,
92 and,

93 WHEREAS, the township board deems that an adjustment in the salary of the **Zoning**
94 **Administrator** is warranted, now

95 BE IT RESOLVED, that as of July 1, 2026, the salary of the office of Zoning Administrator shall
96 be as follows:

97 **ZONING ADMINISTRATOR: \$ 24,604.00**

98

99 WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting,
100 the salary for officers composing the township board shall be determined by the township
101 board, and,

102 WHEREAS, the township board deems that an adjustment in the meeting per diem for Deputy
103 Clerk, Deputy Treasurer, Recording Secretary, Zoning Administrator Assistant and File Clerk
104 is warranted, now

105 BE IT RESOLVED, that as of July 1, 2026, the hourly rate for Deputy Clerk, Deputy Treasurer,
106 Recording Secretary and File Clerk shall be as follows:

107 Deputy Clerk: \$26.00 per hour

108 Deputy Treasurer: \$26.00 per hour

109 Deputy Supervisor: \$26.00 per hour

HAYES TOWNSHIP
BUDGET MEETING
JUNE 23, 2026 7:00 pm
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM ID: 880 0164 0434

110 File Clerk:\$26.00 per hour

111 Zoning Administrator Assistant: \$26.00 per hour

112 Recording Secretary: \$225.00 per meeting

113 Ms. Baranski made a motion, Supported by Mr. Cunningham to adopt Resolution # 06232026 as
114 presented. A roll call was taken.

115 YAYS: Julie Collard, William Conklin, Matt Cunningham, Kristin Baranski, and Doug Kuebler

116 NAYS: None

117 RESOLUTION ADOPTED.

118

119 **BOARD MEMBER COMMENTS:**

120 Mr. Conklin stated he has been working with the Township Attorney and Road Commission on a
121 parking ordinance for Eastern Avenue Beach.

122 Mr. Conklin made a motion, supported by Ms. Baranski to enter into a closed session to discuss
123 Township Attorney client privilege information regarding a parking ordinance for
124 Eastern Avenue Beach.

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

126 Nays: None **Motion Carried**

127 Ms. Baranski made a motion, supported by Ms. Collard to exit closed session of discussing
128 Township Attorney client privilege information regarding a parking ordinance for
129 Eastern Avenue Beach.

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

131 Nays: None **Motion Carried**

132 Mr. Conklin will have Todd draft a simple parking ordinance for Eastern Avenue Beach to
133 protect the township.

134 Board members signed the Road Project agreements for Shrigley Road and Pincherry Road.

135

136 **ADJOURNMENT:** Ms. Baranski made a motion, supported by Ms. Collard, to adjourn at
137 8:19 p.m.

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

HAYES TOWNSHIP
BUDGET MEETING
JUNE 23, 2026 7:00 pm
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM ID: 880 0164 0434

- 139 Nays: None **Motion Carried**
140
141 Respectfully Submitted,
142 April Hilton
143 Hayes Township Deputy Clerk/Recording Secretary

July 2026 Treasurer Report

(As of July 2, 2026)

Charlevoix State Bank

1. General Fund-\$826,928.77

(\$616,928.77 available, \$210,000 Recommended Reserve)

2. Tax Account-\$4,995.19 *(restricted Treasury Funds)*

3. Township Warrant Checking-\$29,919.84

Forefront Credit Union

4. Hayes Township Road Fund-\$285,948.07 *(restricted funds)*



Zoning Administrator Report

July 2026

Zoning Administrator work in progress report for June includes the following:

- Variance for setback from Lake Charlevoix granted on July 1st 2026, for 6995 Birdland Drive. Waiting for Health Department permit.
- Communicating with the landowner regarding a violation for a non-permitted patio on Oyster Bay Drive.
- Variance Application for setback from Lake Charlevoix, for 7345 Birdland Drive, was approved by the ZBA on July 1st 2026. Shoreline Subcommittee will conduct a site visit.
- 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. EGLE has determined a wetlands violation.
- Sent the first notice of a violation letter to the property owner on Hemlock Ave for junk accumulation on the property.
- County Club Fairways Planned Unit Development amendment request submitted. Planning Commission will hold a Public Hearing on July 21st 2026.
- Received Zoning Permit Application at 7875 Eagle Nest Circle for a new single-family dwelling with attached garage.
- Zoning permit application for a Demo and rebuild of the existing home on Quarter Line Road. Shoreline Review Committee conducted an inspection and advised the applicant to work with Tip of the Mitt to create a shoreland restoration plan. The shoreline plan from the applicant.
- Inspected on Villa Road for Violation of the Nuisance Ordinance and a non-compliance complaint. Trying to contact the landowner, the last communication with the landowner stated that he was not well. Reached out to the VA and Tribe for additional support.
- Spoke with Holtec Representative. The sign permitted to Holtec on 4/23/2025 was placed incorrectly. Holtec is working on making this a directional sign to meet Zoning Ordinance requirements.
- The property owner of Falls Storage is actively working to resolve the sign violation at their parcel on US 31.



- Resolved violation with the property owner on Townline Road for more than three inoperable vehicles being stored outside on the parcel.
- Received a Rezone application for 10963 Boyne City Road from AG to RR. The Planning Commission will hold a public hearing at its July 21, 2026, Planning Commission Meeting.
- Sent first violation notice letter to the property owner on Pincherry Rd for a recreational vehicle being lived in and connected to utilities.
- Received a Rezone application for 10575 Burnett Road from AG to RR. The Planning Commission will hold a public hearing at its July 21, 2026, Planning Commission Meeting.
- Received and reviewing zoning application for an accessory building on 8240 Susan Shores Dr. Waiting for additional information from applicant.
- Received and reviewing Zoning permit application for a new single-family residence on Deer Path Drive. A Stop Work Order has been issued for this project until the shoreline protection strip is restored. The property has also been cited for wetland violations by EGLE.

26-06-02	06/10/26 007-130-014-00 7720 Indian Trails	Ryan & Lauren Bergstrom	18' X 24' addtion to existing single family dwelctng wth variance approved by ZBA, Shoreline Restoration plan as recommend by Shoreline Review Committee and agreed upon by applicant.
26-06-03	06/15/26 007-119-007-20 11950 US 31N	Charlevoix Meadows Assisted Liv	Revised permit # 25-08-01, New 29,000 sq ft Assisted Living and Memory Care Facility as approved by the Planning Commission on March 18 th 2025.
26-06-04	06/17/26 007-002-016-10 7738 Boyne City Road	Matthew & Nicole Lester	Demo Existing Home and construct a 63'x124' new single family dwelctng. Shoreline Restoration plan as recommend by Shoreline Review Committee and approved by the Planning Commission on June 16 th 2025
26-06-05	06/26/26 007-132-003-45 6579 Woods Creek Dr.	Brian Doubles	98.5' X 38' Addition to an existing single family dwelling. Shoreline Restoration plan as recommend by Shoreline Review Committee and approved by the Planning Commission on June 26 th 2025
26-06-06	06/29/26 007-113-017-25 9401 Pincherry Rd	Jason & Mary Clees	New 30'X30' Accessory Building

1. Nine Charlevoix County Township Supervisors met at the Library to discuss common issues and possible solutions to issues in mid-June. When I suggested we each adopt a Fireworks Ordinance limiting the time to 11:45pm, consistent with the State statute, everyone agreed. So we will be drafting a common Ordinance and reviewing for possible approval and adoption.
2. The dead tree along the shore of Lake Charlevoix at the south end of Maple Grove Road blew over in the past storm and fell east and west across our boundary line, with no damage to neighboring bushes. Greg Stauffer cut it up promptly. Thanks, Greg, for maintaining our public areas so well.
3. Bay Township will be joining Lake Charlevoix EMS as a board member, which will be a benefit to each of the participating townships. Lake Charlevoix EMS is very busy as they have had over 1500 runs year to date.
4. The Spring Clean-Up on June 27 was a success for the residents, but the cost came in \$17,000.00 over the budgeted amount of \$43,000.00. Thank you to the residents who conformed to the rules of the pickup and the 1-yard limits. Suggestions for an annual spring clean-up could only be financially entertained if a drop-off site was used. According to most of the feedback received, a home pick-up is preferred, which means that our next spring clean-up will be in June 2028.
5. Our portion of the proposed Fire Contract with Charlevoix Township has been increased by \$30,000.00 for 2027 and \$45,000.00 in 2028. We understand the cost of fire equipment is exorbitant and that there is no easy answer. Would it be possible for Hayes Township residents to support an "Emergency Services" Fund Raising Bar-B-Q in order to raise \$15,000.00, so a fire millage or increase in taxes would not be necessary? Please think about this option and share your ideas with us.
6. On June 11, 2026, FEMA announced that federal disaster assistance is available to the state of Michigan to supplement recovery efforts in the areas affected by severe storms, tornadoes and flooding from April 10-21, 2026. Assistance can include grants for temporary housing and home repairs, low-cost loans to cover uninsured property losses and other programs to help individuals and families recover from the effects of the disaster.
Individuals and families who sustained losses in the designated areas should first file claims with their insurance providers and then apply for assistance online at www.DisasterAssistance.gov, by calling 1-800-621-3362 or by using the [FEMA App](#).



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

LCEMSA growing

2 messages

Roy Griffitts <royg@lcemsami.gov>

Tue, Jul 7, 2026 at 9:04 PM

To: Hayes Township Supervisor <supervisor@hayestownshipmi.gov>, "clerk@hayestownshipmi.gov"
<clerk@hayestownshipmi.gov>, Roy Griffitts <royg@lcemsami.gov>

Dear Bill,

I am writing to confirm the good news that I am confident that your EMS board representative has shared with you regarding the request by Bay Township to join the Authority as an Incorporating member this year. The EMS board voted to accept that request and now, just as you have done for Norwood township, we need you to lead your board to ratify this decision and approve Bay Township joining the Authority.

As before, this can be done by either a motion or resolution as you see fit and then you will need to sign the signature page that is attached. Send the original signature page and a copy of the motion to me so that we can file the amendment to the articles of incorporation with the Secretary of State office. This must be done in July so that we can add Bay in time to file for a ballot question on the November ballot. The deadline for filing the ballot question is August 10 so we need to get the paperwork done before that.

Briefly, adding Bay township to the authority will increase the tax base of the authority allowing us to reduce the August millage request on the November ballot. While we are still working through the numbers (July being our busiest month of the year), I am comfortable that the new rate will be lower than what is on the August ballot. I regret that we could not get this done in time for the August election but this is an important step in securing a sound financial setting for the future.

You may wonder if we are able to provide service to Bay township at our high standard of care. Simply put yes. The northside (Hayes) station can accommodate any staffing changes that may be needed to provide coverage. After reviewing the history of EMS usage by Bay township over the last several years we anticipate minimal staffing impact.

Your EMS board representative can answer questions more fully and of course I am available for additional support if you wish to contact me.

We appreciate your continued support of the Lake Charlevoix EMS Authority. Working together we can look forward to continued success caring for our citizens.

Best Regards,

Roy Griffitts



Signature page.docx

23K

Bill Conklin <supervisorhayestownshipmi@gmail.com>

Tue, Jul 7, 2026 at 11:37 PM

To: Roy Griffitts <royg@lcemsami.gov>

Cc: "clerk@hayestownshipmi.gov" <clerk@hayestownshipmi.gov>

Thank you for your letter about Bay Township joining the EMS board. We will add it to our Agenda for July 13. This decision by Bay Township reflects positively on the leadership and quality of service by Lake Charlevoix EMS. Good work by all involved.

Bill Conklin
231-373-0059

[Quoted text hidden]

Upon obtaining all signatures, these Articles shall be published at least once in a newspaper circulating within the LCEMSA service area; and (2) have a true copy certified by the LCEMSA Secretary that indicates the time and place of publication and have such true copy filed with the Michigan Secretary of State. MCL 124.603(2) and MCL 124.602(3). The signatures of this page represent endorsement of the Articles by the parties below.

SIGNATURES

_____(Signature)

_____(Print Name)

By: Hayes Township Supervisor

Dated: _____, 2026

_____(Signature)

_____(Print Name)

By: Charlevoix Township Supervisor

Dated: _____, 2026

_____(Signature)

_____(Print Name)

By: Marion Township Supervisor

Dated: _____, 2026

_____(Signature)

_____(Print Name)

By: City of Charlevoix, Mayor

Dated: _____, 2026

_____(Signature)

_____(Print Name)

By: Norwood Township Supervisor

Dated: _____, 2026

_____(Signature)

_____(Print Name)

By: Eveline Township Supervisor

Dated: _____, 2026

_____(Signature)

Roy Griffitts

By: LCEMSA Board of Directors President

Dated: _____, 2026

**This signature shall constitute approval of the amendment of the Articles noted above by the LCEMSA Board of Directors and is an endorsement of it. See MCL 124.603(2).*



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: Fire Contract

1 message

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

Thu, Jul 9, 2026 at 9:32 AM

FYI.....

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

From: **Dan Ulrich** <supervisor@charlevoixtownship.gov>
Date: Thu, Jul 9, 2026 at 9:22 AM
Subject: Re: Fire Contract
To: Bill Conklin <supervisorhayestownshipmi@gmail.com>

Hello Bill --

I will follow up with JB right away to get those budgets sent over to Kristin and you before your Monday meeting.

Thanks.

On Wed, Jul 8, 2026 at 12:45 PM Bill Conklin <supervisorhayestownshipmi@gmail.com> wrote:

Hello Dan --

JB had indicated that he would send over the Budget for 2025-2026 and the Budget for 2026-2027 to Kristin and me.

We have not received that as of this date and we have a Board meeting on Monday. Anything you can do to assist would be appreciated. Thanks Dan.

Bill Conklin
231-373-0059

--



Dan Ulrich

Supervisor, Charlevoix Township

12491 Waller Road

Charlevoix, MI 49720

231-547-4611

www.CharlevoixTownship.gov



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: pa 33

1 message

Bill Conklin <supervisorhayestownshipmi@gmail.com>

Thu, Jul 9, 2026 at 9:30 AM

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

FYi.....as we discussed.

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

From: Rod Taylor <rtaylor@manercpa.com>

Date: Thu, Jul 9, 2026 at 8:51 AM

Subject: pa 33

To: Bill Conklin <supervisorhayestownshipmi@gmail.com>

I got your message on needing more information on PA 33.

Public Act 33 of 1951 is a tool that can be used by eligible local governments to help fund police and fire services. The Act allows a community to establish a special assessment district and levy assessments dedicated to police and fire protection. In general, it can provide up to 10 mills for police and up to 10 mills for fire protection, and the funds can be used for " police and fire motor vehicles, apparatus, equipment, and housing and police and fire protection"

PA 33 is different from a traditional operating millage. Unlike a traditional millage, this route does not require a vote(optional), does not expire (does have to be renewed every year), and does not roll back due to Headlee . The process generally includes public notice, hearings, and an opportunity for property owner objections. Because the legal requirements, I would recommend reviewing the specifics with the municipality's attorney before moving forward.

This was short be let me know if you want to discuss further.

Rod Taylor | Senior Governmental Consultant

☎ (517) 323-7500 | 📠 (517) 886-9619

@ rtaylor@manercpa.com

2425 E Grand River Ave Ste 1, Lansing, MI 48912

manercpa.com

DISCLAIMER: Any accounting, business or tax advice contained in this communication, including attachments and enclosures, is not intended as a thorough, in-depth analysis of specific issues, nor a substitute for a formal opinion, nor is it sufficient to avoid tax-related penalties. If desired, Maner Costerisan would be pleased to perform the requisite research and provide you with a detailed written analysis. Such an engagement may be the subject of a separate engagement letter that would define the scope and limits of the desired consultation services.

NOTICE: The contents of this e-mail and any attachments to it may contain privileged and confidential information from Maner Costerisan, P.C. This information is only for the viewing or use of the intended recipient. If you are not the

intended recipient, you are hereby notified that any disclosure, copying, distribution or use of, or the taking of any action in reliance upon, the information contained in this e-mail, or any of the attachments to this e-mail, is strictly prohibited and that this e-mail and all of the attachments to this e-mail, if any, must be immediately returned to Maner Costerisan, P.C. or destroyed and, in either case, this e-mail and all attachments to this e-mail must be immediately deleted from your computer without making any copies thereof. If you have received this e-mail in error, please notify Maner Costerisan, P.C. by e-mail immediately.

Charlevoix Township Fire Department Budget 2026-27

1 message

J.B. Hoyt <trusteehoyt@charlevoixtownship.gov>

Thu, Jul 9, 2026 at 11:28 AM

To: supervisorhayestownshipmi@gmail.com, clerk@hayestownshipmi.gov

Cc: Dan Ulrich <supervisor@charlevoixtownship.gov>

Kristin, Bill:

My apologies. I received the clean copy a couple of days ago and should have sent it then. The delay is on me.

The now approved budget is attached (even though it still says "proposed"). You will note that the sources of revenue for Fire Services are:

Fire Protection (fees paid by other municipalities):	\$407,100
Transfer from General Fund (CVX Twp fee)	109,200

	\$516,300

This differs from the \$550,100 total revenue we discussed last week due to the calculation error for Norwood's fee. As CVX Twp made this error, the shortfall is ours alone to address.

Should you have any questions, please reach out to Dan or me.

Best...

--

**J.B. Hoyt***Trustee & Planning Commissioner, Charlevoix Township**12491 Waller Road**Charlevoix, MI 49720**231-547-4611**www.CharlevoixTownship.gov***CVX Twp Fire Dept Budget 2026-27.pdf**

237K

Charlevoix Township Fire Department

Calculation of 2026-28 Fire Services Cost by Municipality

Last edit: 05/13/2026

Municipality	2026 Taxable	%	2020 Population	%	2023 Addresses	%	2025 Fire Runs	%
City of Charlevoix	\$683,309,900	33.1%	2,348	27.6%	2,663	35.8%	115	34.0%
Charlevoix Twp	\$366,908,200	17.8%	1,763	20.7%	1,559	20.9%	84	24.9%
Eveline Twp (1/4)	\$219,205,700	10.6%	379	4.5%	427	5.7%	67	19.8%
Hayes Twp	\$500,155,000	24.2%	2,000	23.5%	1,453	19.5%	43	12.7%
Marion Twp	\$228,559,700	11.1%	1,657	19.5%	1,085	14.6%	13	3.8%
Norwood Twp (1/2)	\$66,064,700	3.2%	350	4.1%	261	3.5%	16	4.7%
Totals:	\$2,064,203,200	100.0%	8,497	100.0%	7,448	100.0%	338	100.0%

Data Sources: Charlevoix County Equalization

U.S. Census Dept, 2020

911 Dispatch

Charlevoix Twp. Fire Department

Municipality	Sum of Percents	Share
City of Charlevoix	130.5%	32.6%
Charlevoix Twp	84.3%	21.1%
Eveline Twp *(1/4)	40.6%	10.2%
Hayes Twp	80.0%	20.0%
Marion Twp	49.0%	12.2%
Norwood Twp *(1/2)	15.6%	3.9%
Totals:	400.0%	100.0%

Projected Fire Protection Services Cost, 2026-27 = \$550,100

Projected Fire Protection Services Cost, 2027-28 = \$632,500

* annual escalator: 15%

Municipality	Share	2026-27 Fire Services Cost	2027-28 Fire Services Cost
City of Charlevoix	32.6%	\$178,200	\$204,900
Charlevoix Twp	21.1%	\$115,300	\$132,600
Eveline Twp	10.2%	\$55,800	\$64,100
Hayes Twp	20.0%	\$109,300	\$125,700
Marion Twp	12.2%	\$66,700	\$76,700
Norwood Twp	3.9%	\$21,300	\$24,500
Little Traverse Bay Band*	--	\$3,500	\$4,000
Totals:	100.0%	\$550,100	\$632,500

*Assumptions:

- 1) Eveline Twp. share based upon ¼ of assessed value, population and addresses – as CTFD only serves approximately ¼ of township area.
- 2) Norwood Twp. share based upon ½ of assessed value, population and addresses – as CTFD only serves approximately ½ of township area.
- 3) Little Traverse Bay Band assessed a flat rate annual fire services cost.

Charlevoix Township Fire Dept Fund
Profit & Loss Budget vs. Actual
Proposed
July 2026 through June 2027

	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>
	<u>Jul '25 - Jun 26</u>	<u>Jul '25 - Jun 26</u>	<u>Jul 26-Jun 27</u>
Income			
206-502 · Grants	0.00	1,000,000.00	1,796,400.00
206-541 · Tribal Grants	25,000.00	25,000.00	25,000.00
206-627 · Fire Protection	293,675.00	332,750.00	407,100.00
206-628 · FD Cost Recovery Fee	4,450.00		10,000.00
206-674 · Donations	3,870.00	10,000.00	
206-694 · Interest Income	3,375.27	2,000.00	2,960.00
206-695 · Transfers from General Fund	95,500.00	95,500.00	109,200.00
206-699 · Other Income	26,445.83	30,000.00	50,595.00
Total Income	<u>452,316.10</u>	<u>1,495,250.00</u>	<u>2,401,255.00</u>
Fund Balance			349,618.49
Funds Available			2,750,873.49
Expense			
206-702 · Wages and Salaries	183,528.44	152,000.00	229,840.00
206-703 · Payroll Expenses	30,344.53	27,000.00	28,080.00
206-716 · Roth Plan	1,053.55	750.00	
206-740 · Operating Supplies	9,151.53	10,000.00	10,300.00
206-741 · Fuel	10,462.39	8,000.00	8,240.00
206-810 · Insurance	40,683.00	42,000.00	60,200.00
206-830 · Truck Lease	9,733.32	10,000.00	10,300.00
206-850 · Telephone	3,362.27	4,000.00	4,120.00
206-920 · Utilities	19,069.07	17,500.00	20,000.00
206-930 · Repairs and Maintenance	58,133.01	50,000.00	52,000.00
206-931 · Building Maintanance	5,101.37	7,500.00	7,800.00
206-945 · Training	2,059.03	5,000.00	5,200.00
206-950 · Contracted Services	13,054.14	15,250.00	15,250.00
206-955 · Tribal Grant Expenditures	27,522.98	11,000.00	25,000.00
206-956 · Miscellaneous Expense	47,639.00	10,000.00	10,000.00
206-957 · Uniforms	1,970.49	2,000.00	2,500.00
206-977 · Capital Outlay			
206-978 · Fire Truck	0.00	1,800,000.00	1,800,000.00
206-979 · Jaws of Life	0.00	30,000.00	
206-980 · Thermal Cameras	0.00	10,000.00	10,000.00
206-981 · Turnout Gear	0.00	25,000.00	25,000.00
206-982 · Dive Equipment	4,622.51	10,000.00	10,000.00
206-983- SCBA			7,200.00
Totz 206-977 · Capital Outlay - Other	<u>2,135.70</u>		
Total Capital Outlay	<u>6,758.21</u>	<u>1,875,000.00</u>	<u>1,852,200.00</u>
206-990 · Transfers to General Fund	72,383.85		

Charlevoix Township Fire Dept Fund
Profit & Loss Budget vs. Actual
Proposed

July 2026 through June 2027

Total Expense
Fund Balance

Actual	Budget	Proposed
542,010.18	2,247,000.00	2,341,030.00
-89,694.08	-751,750.00	409,843.49



What I've Learned in Nearly 30 Years Representing Local Government

A Newsletter for Municipal Officials and Administrators

Michael D. Homier | Foster Swift Collins & Smith, PC | Issue Four

SOUNDING THE ALARM: THE ESCALATING CRISIS IN FIRE AND EMERGENCY SERVICES FUNDING

There are budget conversations that elected officials and administrators can reasonably defer, study committees that can meet for a year before reporting, and capital expenditures that can survive another budget cycle on the wish list. Fire and emergency services are not among them. When a pumper truck fails at a structure fire, when a ladder truck's aerial will not deploy in front of a burning building, when a crew is understaffed and cannot safely enter a collapsing structure the consequences are immediate, irreversible, and occasionally fatal. The financial pressures bearing down on fire and emergency services in Michigan and across the country have reached a level that demands the full and urgent attention of every local government official who is responsible for the safety of the people they serve.

This issue of the newsletter is devoted to a subject that comes up in virtually every conversation I have with municipal clients right now: the exploding cost of maintaining a fire department, the disappearance of a generation of volunteer and career firefighters, and a national equipment supply crisis that has left communities waiting years for trucks they desperately need at prices that have doubled in a single decade. I will also outline the funding tools available to Michigan communities that are serious about addressing these challenges before a crisis forces the issue.

A WORKFORCE IN CRISIS: THE STAFFING EMERGENCY BEHIND THE EQUIPMENT EMERGENCY

Any honest conversation about fire department costs must begin with people, because personnel is the dominant cost driver for any department that relies on paid staff, and the shortage of available personnel, both career and volunteer, is reshaping what fire protection looks like in communities across Michigan.

Michigan's firefighter staffing problem is measurably worse than most of the country. The state has approximately 50 full-time firefighters per 100,000 residents, roughly half the staffing levels of neighboring Indiana and Ohio, which have 101 and 111 per 100,000 respectively. Fire department leaders and union officials have called this a very serious problem, warning that response times are being compromised, injury risks to firefighters are rising, and communities are relying on mutual aid from neighboring departments at a rate that strains regional capacity.

The pipeline of new firefighters has narrowed dramatically. Nationally, the number of emergency calls has tripled over the past four decades while the population of volunteer firefighters has fallen by roughly a quarter, approximately 200,000 fewer volunteers today than at the peak. Volunteer numbers nationally are at the lowest recorded levels since the National Fire Protection Association began tracking them in 1983. The reasons are structural and generational: two-income households leave less time for community volunteering; younger workers weigh the physical demands and health risks of firefighting against private-sector careers offering better compensation and work-life balance; baby boomers are retiring with decades of institutional knowledge and no obvious pipeline of successors. As one fire service leader described it to Congress in September 2025: sometimes departments are responding to emergencies in pickup trucks carrying ground ladders. That is not a metaphor. That is the operational reality in some communities today.



For communities that rely on paid career staff, the cost implications are severe and compounding. Competitive starting salaries are necessary just to attract qualified candidates in a labor market where the private sector competes aggressively for the same pool of physically capable, technically trained workers. Comprehensive benefits packages, including health insurance, pension contributions, and increasingly, mental health and cancer screening programs reflecting the documented occupational health risks of firefighting represent substantial long-term obligations. Union contracts in many Michigan communities include mandatory minimum staffing provisions that require overtime compensation whenever a shift falls below the contractual threshold, creating a structural cost that escalates automatically when retirements or injuries deplete a department's ranks. The "pay me now or pay me later" calculus that applies to recruitment also applies to retention: a department that loses experienced firefighters to better-compensated neighboring agencies pays twice, once in the operational gap left by departures, and again in the training investment required for replacements.

"The financial pressures on fire and emergency services have reached a level that demands the full and urgent attention of every local government official responsible for the safety of the people they serve."

THE EQUIPMENT CRISIS: HOW A ONCE-COMPETITIVE INDUSTRY BECAME A CONSTRAINED MARKET

If the staffing problem is a slow-building crisis, the fire apparatus cost and supply crisis has arrived with a speed and severity that has caught many communities entirely off guard. The numbers are stark. In 2013, a new pumper truck cost approximately \$500,000 and a ladder truck cost approximately \$900,000. Today, those same vehicles cost roughly \$1 million and \$2 million respectively — a doubling in price within a single decade that far outpaces general inflation or the broader trend in heavy-duty vehicle manufacturing.

Delivery times that once ran 12 to 18 months now regularly extend to three or four years. Some communities are being told their ordered apparatus will not arrive until the end of the decade.

The supply chain disruptions of the pandemic era contributed to these delays and cost increases, and manufacturers have cited those factors extensively in public testimony. The semiconductor shortage that cascaded through vehicle manufacturing after 2020 hit fire apparatus particularly hard, given the complexity of modern trucks' electronic and hydraulic systems. Tariffs on steel and aluminum, major inputs in apparatus construction, added further material cost pressure. Aluminum pricing alone rose more than 45 percent between January 2024 and mid-2025. New EPA emissions standards taking effect in 2027 require costly engine redesigns that manufacturers estimate will add even more to production costs and the full impact has not yet been absorbed into current pricing.

But pandemic supply chains and regulatory compliance costs do not fully explain what has happened in this market. A more fundamental structural shift is at work. More than two dozen independent manufacturers once competed to build America's fire trucks. Today, three companies, REV Group, Pierce Manufacturing (owned by Oshkosh Corporation), and Rosenbauer, control roughly two-thirds of the market. This consolidation did not happen by accident. Beginning in 2006, private equity acquired and rolled up independent fire apparatus manufacturers one by one, eventually assembling them into the dominant conglomerates that now set prices for a captive market. The financial consequences for the public are stark. REV Group's CEO described the company's \$4.5 billion backlog to investors as "attractive" and said it offered "significant value accretion opportunity" and a "pathway for growth and margin expansion" — language directed at shareholders, not the fire chiefs waiting four years for trucks.



Senator Hawley, citing the companies' own earnings calls at the September 2025 Senate hearing, noted that profit margins more than doubled following consolidation, producing substantial dividends and executive compensation while manufacturing capacity shrank. REV Group permanently closed plants, reducing its production capability by one third even as demand surged. The companies also began inserting "floating price" clauses into contracts, provisions that allow them to raise prices after an order is signed, creating budget shortfalls that have forced some departments to cancel training or lay off staff to cover the difference.

The consequences of this market failure were on display in Los Angeles when January 2025's catastrophic wildfires overwhelmed a fire department whose fleet was in a state of chronic disrepair. More than 100 of the LAFD's 183 fire trucks were out of service at the time the fires ignited the product, according to the department's own chief in a budget request, of years of deferred maintenance, deferred vehicle replacement, and inadequate resources. The problem is not confined to large cities. Closer to home, Ann Arbor's fire chief has publicly stated that the department's next truck will cost \$2.4 million and take four years to be delivered, a number that would have been unimaginable a decade ago and that illustrates precisely what Michigan communities of every size are now facing. The dynamic of aging apparatus, constrained supply, and years-long delivery timelines plays out in communities across the state every time a truck breaks down mid-shift and no replacement is anywhere near the front of a manufacturer's backlog.

"In 2013, a new pumper truck cost \$500,000. Today it costs \$1 million. A ladder truck that cost \$900,000 a decade ago now costs \$2 million. These are not rounding errors. They are budget emergencies."

CONGRESS TAKES NOTICE: SENATE HEARINGS AND THE ANTITRUST QUESTION

The severity of the fire apparatus crisis has attracted the attention of the United States Senate in ways that are worth your awareness as a local official, both because they confirm the legitimacy of the problem your community faces and because their outcomes may eventually affect the market conditions under which you purchase equipment.

In September 2025, the Senate Homeland Security and Governmental Affairs Subcommittee held a hearing titled "Sounding the Alarm: America's Fire Apparatus Crisis," chaired by Senator Josh Hawley of Missouri. The International Association of Fire Fighters' General President Edward Kelly testified that the equipment shortage had become so acute that some firefighters were responding to emergencies in pickup trucks carrying ground ladders, a statement he made not as hyperbole but as a description of documented operational reality. Antitrust expert Basel Musharbash testified that consolidation appeared to have transformed "a once vibrant industry into a racket." Senators Jim Banks of Indiana and Elizabeth Warren of Massachusetts had opened a formal bipartisan investigation into manufacturer pricing conduct in April 2025, writing that while "CEOs and shareholders pad their pockets, consolidation in the industry impedes firefighters' ability to do their jobs safely and effectively, squeezes fire departments' budgets, and forces taxpayers to bear the consequences." Three separate antitrust class action lawsuits were filed in 2025 against REV Group, Oshkosh, and Rosenbauer by the City of La Crosse, Wisconsin, the City of Augusta, Maine, and the Newstead Fire Company, all alleging coordinated efforts to restrict supply and inflate prices. The companies have denied those allegations, and the litigation remains pending.

The manufacturers, for their part, point to the pandemic's disruption of supply chains, a federally-stimulated surge in orders that increased demand by more than 40 percent from 2021 to 2023, and the genuine complexity of building highly customized vehicles in low volumes.



They argue that departments could reduce their wait times and costs by accepting stock or lightly customized vehicles rather than insisting on highly specified custom configurations. There is some truth in that argument as a matter of purchasing strategy, and I will return to it in the section on practical responses below. But it does not address the fundamental market concentration problem, and communities should not simply absorb higher costs and longer wait times while antitrust questions remain unresolved.

What the congressional attention does confirm for local officials is this: the cost and supply problem you are experiencing is not a local budgeting failure. It is a nationally documented market dysfunction that is being taken seriously at the highest levels of federal government. You are not alone in facing it, and you are not wrong to raise it with your residents as a genuine public safety challenge that goes beyond the ordinary cycle of municipal budget pressures.

FUNDING THE FUTURE: TOOLS AVAILABLE TO MICHIGAN COMMUNITIES

Understanding the problem is necessary but not sufficient. The harder question for every administrator and elected official managing a fire department budget is what to do about it. There is no single answer, and the right combination of approaches will vary significantly depending on whether your community operates a career department, a volunteer department, or the combination model that an increasing number of Michigan communities are adopting. What follows is an overview of the principal funding and operational tools available, none of which is a complete solution on its own but all of which deserve serious consideration.

The FEMA Assistance to Firefighters Grant program, known as AFG, is the federal government's primary vehicle for helping local fire departments acquire equipment, protective gear, training, and vehicles outside of the standard municipal budget process. For fiscal year 2024, Congress appropriated \$324 million for the AFG program, supporting approximately 2,000 grant awards nationally. The program requires a cost-share contribution from the recipient, generally modest for smaller departments, and applications are submitted through FEMA's online grants portal. Departments that have not explored this program, or that have applied and been turned down in the past, should not give up: FEMA provides feedback on unsuccessful applications and the program's priorities shift from cycle to cycle in ways that may favor your department's specific needs in a given year.

The companion SAFER program, Staffing for Adequate Fire and Emergency Response, addresses the personnel side of the equation directly. SAFER provides federal funding to help fire departments hire new career firefighters or support the recruitment and retention of volunteers. For fiscal year 2024, the program allocated \$324 million nationally, with at least 10 percent reserved specifically for volunteer and combination departments. The FY2024 cycle introduced a cost-sharing requirement for hiring activity grants: FEMA covers up to 75 percent of eligible costs in years one and two of the grant, stepping down to 35 percent in year three. This structure requires careful long-term budget planning, because the department must be prepared to absorb a growing share of personnel costs as the grant term expires. Communities that use SAFER funding to hire firefighters without a plan for sustaining those positions after the grant term frequently find themselves in a worse fiscal position than before.

On the capital side, a dedicated millage is the most direct and transparent tool available to Michigan communities that need to fund apparatus acquisition outside the general fund. A voter-approved fire equipment millage provides a dedicated revenue stream, insulated from the annual budget competition with other municipal services, that can fund apparatus replacement on a planned schedule rather than in response to breakdowns. Given the four-year delivery timelines that now characterize major apparatus purchases, financial planning must begin years before the need is acute. A department that waits until its current pumper fails to begin the procurement process will be operating without adequate equipment for years. A millage that funds apparatus replacement on a ten-to-fifteen-year cycle, calibrated to current replacement costs, is the kind of structural solution that transforms an emergency into a managed program.



Regional consolidation and shared services deserve more serious examination than they typically receive in conversations dominated by municipal identity and jurisdictional pride. The operational and financial logic is compelling: a regional fire authority serving multiple townships or a city and surrounding townships can maintain a larger, better-equipped department with more consistent staffing than any single jurisdiction could sustain independently and at a lower per-capita cost. Michigan law provides a clear framework for establishing intergovernmental service agreements and fire authority structures. Communities that have taken this step have generally found that the transition is harder politically than it is legally or operationally, and that the resistance tends to dissolve when residents understand the alternative.

On the equipment procurement side, there are practical strategies that can reduce both cost and wait time within the current market constraints. Accepting stock or lightly customized apparatus rather than highly specified custom configurations can meaningfully shorten delivery timelines and reduce unit costs. Cooperative purchasing programs, including the State of Michigan's own cooperative contracts, may allow communities to piggyback on competitively bid contracts without conducting their own full procurement, reducing administrative burden and potentially improving pricing through aggregated volume. Apparatus sharing agreements between neighboring departments can extend the useful life of existing equipment by distributing wear across multiple users while a new truck works its way through a manufacturer's four-year backlog. None of these strategies is ideal, but each represents a practical response to a constrained market that is unlikely to return to normal pricing and lead times in the near term.

"A department that waits until its current pumper fails to begin the procurement process will be operating without adequate equipment for years. Financial planning must begin long before the need is acute."

THE HIDDEN COST OF INACTION: INSURANCE RATINGS AND PROPERTY VALUES

There is one further dimension of the fire services cost equation that deserves explicit attention because it is often absent from budget conversations: the relationship between the quality of a community's fire protection and the property insurance rates paid by every homeowner and business owner in that community. The Insurance Services Office evaluates fire protection on a scale that directly influences insurance premiums. Communities with aging equipment, inadequate staffing, or response time problems that reflect fleet deficiencies receive lower protection classifications, and their residents and businesses pay higher insurance premiums as a direct result. The cost to the community of not investing in fire protection is therefore not simply the risk of property loss and injury in emergencies. It is a recurring, measurable economic burden distributed across every insured property in the jurisdiction.

This dynamic also has implications for economic development. Businesses evaluating locations consider insurance costs as an operating expense. Communities with strong fire protection ratings and the ability to maintain them have a genuine competitive advantage in attracting commercial and industrial development that communities with deteriorating departments do not. The investment in fire services is not simply a public safety expenditure. It is, in economic terms, an investment in the community's capacity to support property values and attract economic activity.

A FINAL WORD: THIS IS A LEADERSHIP MOMENT

I began this newsletter by noting that fire and emergency services are among the things that cannot be deferred indefinitely without consequence. Let me close by saying something more direct: the communities that are managing this crisis well are the ones whose elected officials and administrators chose to lead on it rather than wait for it to become undeniable. They updated their master plans to include capital equipment replacement schedules. They went to their voters with honest conversations about the cost of maintaining the level of fire protection their communities had come to expect.



They applied for federal grants before they needed them and used the proceeds to buy trucks before their existing fleet failed. They had the regional conversations that were politically uncomfortable and reached agreements that made their communities safer and their budgets more sustainable.

The communities that are struggling are the ones that deferred these decisions, that approved the IFT certificate that reduced their tax base, ran aging apparatus past its useful life because replacement costs were daunting, and lost firefighters to better-compensated neighboring departments without addressing the underlying compensation gap. By the time those decisions are visibly inadequate, the options available are more limited and more expensive.

If your community is navigating any of the issues discussed in this newsletter — apparatus funding, staffing structure, millage strategy, grant applications, shared services agreements, or the legal framework for a regional fire authority — I am glad to help think through your options. These are exactly the kinds of decisions where experienced municipal counsel, working alongside your fire chief and your financial team, can make a meaningful difference to outcomes. Please do not hesitate to reach out.



Michael D. Homier is a shareholder at Foster Swift Collins & Smith PC and has represented Michigan counties, cities, townships, villages, and public authorities for nearly thirty years.

Foster Swift Collins & Smith PC | Grand Rapids | Lansing | Southfield | Detroit | Holland

HAYES TOWNSHIP AGREEMENT FOR FIRE PROTECTION

THIS AGREEMENT is effective as of July 1, 2026, by and between the Township of Charlevoix, a Municipal Corporation of the County of Charlevoix, State of Michigan, hereinafter referred to as the “Provider”, and the Township of Hayes, a Municipal Corporation of the County of Charlevoix, State of Michigan, hereinafter referred to as the “Township”.

WITNESSETH:

WHEREAS, the Provider maintains an organized and equipped Fire Department and the Township desires to have the services of the Provider’s Fire Department; and

WHEREAS, the Provider is willing to cooperate with the Township in providing said fire services in consideration for Township’s contributing to the expense of equipping and maintaining the Fire Department;

NOW THEREFORE, it is agreed by and between the parties hereto as follows:

1. The Provider agrees to furnish the Township and its residents fire fighting services. Such services shall be provided using the Provider’s firemen and fire fighting apparatus and equipment, as determined by the Provider’s Fire Chief on an “as available” basis. The Fire Chief of the Provider shall determine the number of firemen and the type of equipment which is reasonably necessary to respond to a particular fire or other emergency. The Provider agrees to cooperate with the Township’s Fire Committee by providing a fire truck and operator to assist in testing and evaluating the Township’s fire protection water supply systems. Testing shall be done twice a year and should normally be done in April and October of each year. The specific time and date for the testing and evaluating will be mutually agreed to between the parties when each testing period comes due.
2. The fire services described hereunder shall begin at 12:00 a.m. on July 1, 2026 and shall continue for two (2) years, unless terminated earlier under this Agreement, thereafter

terminating at 11:59 p.m. June 30, 2028. Either party shall have the right to terminate the Agreement upon thirty (30) days written notice to the other party.

3. For each one (1) year period of time during which this Agreement shall be in effect, said Township agrees to pay to the Provider as follows:

July 1, 2026 – June 30, 2027 \$110,000.00

July 1, 2027 – June 30, 2028 \$125,700.00

The contract price shall be due on July 1st of each year and shall be paid as follows;

- ☐ ___ In annual payments of the entire amount due by July 1st of each year
- ☐ ___ In semi-annual payments equal to one-half of the yearly amount due on July 1st and on January 1st of each year
- ☐ ___ In quarterly payments equal to one-quarter of the yearly amount due on each July 1st, October 1st, January 1st and April 1st of each year

The contract price shall not be increased except by the written agreement of both parties.

4. It is hereby expressly agreed that the Provider, in extending the services of its Fire Department to the Township, as herein set forth, is doing so exclusively for the purpose of cooperating with and assisting the Township with the performance of its governmental functions. In doing so, the Provider, its agents, and employees in discharging any duty of service as prescribed hereunder shall be construed as engaging in a governmental function of the Township and in so doing shall not be construed as being engaging in a propriety endeavor.
5. Any such fire protection service provided hereunder, is subject to prior calls involving property located within the Provider's fire district. The Provider may elect not to respond to a request for fire protection services in the Township only if in the judgment of the officer in charge of the Provider's Fire Department a response to a request for fire protection services in the Township would immediately jeopardize the Provider's ability to respond to an existing, on-going fire or similar emergency in the Provider's own jurisdiction. However, under such circumstances the Provider shall immediately summon a mutual aid fire company to the Township. When a mutual aid call is made, the Provider shall not be responsible for any loss or claim which may result from failure to respond promptly to any call for fire protection or service from the Township.

6. To the extent permitted by law, the Provider agrees to indemnify and hold the Township harmless from all damages, claims, demands, costs, or expenses which the Township or other parties sustain or may be subject to as a result of any act or omission (regardless of whether such act or omission is by negligence, gross negligence, or intentional) on the part of Provider or Provider's employees, agents, or representatives, in connection with the services provided pursuant to this Agreement.
7. The Township agrees to indemnify and hold Provider harmless from all damages, claims, demands, costs, or expenses which the Provider or other parties sustain or may be subject to as a result of any act or omission (regardless of whether such act or omission is by negligence, gross negligence, or intentional) on the part of Township or Township's employees, agents, or representatives, in connection with the services provided pursuant to this Agreement.
8. The fire protection services to be provided under this Agreement are not limited merely to fighting fires, but include any emergency situation to which the Provider's Fire Department is authorized by law to respond in its own jurisdiction. This includes, by way of example and not limitation, responding to spills of toxic or hazardous substances, rescue runs, etc. Reference in this Agreement merely to fire calls, responding to a fire or similar terminology shall be broadly construed as to be consistent with this provision. The Provider reserves the right to refuse to perform or provide services which it, in Provider's sole discretion, is not equipped, trained or otherwise capable of providing or which it is legally not authorized to provide.
9. This agreement shall be governed and construed in accordance with the laws of the State of Michigan.
- 10.. This agreement may only be amended by a written instrument signed by both parties.
- 11 Neither party shall assign any of their rights, powers, duties or obligations under this Agreement without the receipt of prior written consent of the other party.
12. This is an agreement for services. The parties do not intend to undertake, or create, and nothing herein shall be construed as creating a joint authority, joint venture, or joint enterprise between the parties. No employee, agent, or volunteer of a party shall be considered an employee, agent, officer, or volunteer of the other party.

13. This agreement constitutes the entire agreement between the parties regarding the subject matter hereof and supersedes all prior or contemporaneous agreements or understandings, whether written or oral.
14. If any provision of this agreement is held to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.
15. The failure of either party to enforce any provision of this Agreement shall not be deemed a waiver of that provision or of the right to enforce it thereafter.
16. This Agreement may be executed in counterparts and by electronic signature, each of which shall be deemed an original and together shall constitute one instrument.
17. The individuals signing this Agreement on behalf of their municipality expressly state that they have been authorized by appropriate resolution of their municipality's governing body to execute this Agreement.

**HAYES TOWNSHIP
(Township)**

Dated: _____

By: _____
William Conklin
Its: Supervisor

By: _____
Kristin Baranski
Its: Clerk

**CHARLEVOIX TOWNSHIP
(Provider)**

Dated: _____

By: _____
Daniel Ulrich
Its: Supervisor

By: _____
Krista Jarema
Its: Clerk



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: Laura Ford - Zoning Board of Appeals Alternate

1 message

zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>
To: hayestownshipmi clerk <clerkhayestownshipmi@gmail.com>

Mon, Jun 29, 2026 at 10:04 AM

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

From: **Laura Ford** <[REDACTED]@gmail.com>
Date: Thu, Jun 25, 2026 at 12:15 PM
Subject: Laura Ford - Zoning Board of Appeals Alternate
To: Bill Conklin <supervisor@hayestownshipmi.gov>, Rex Greenslade <greensladerex@gmail.com>
<greensladerex@gmail.com>, zoning@hayestownshipmi.gov <zoning@hayestownshipmi.gov>

Hello leaders:

I have enjoyed the brief time on the Zoning Board of Appeals, however I need to resign.

I am selling my home in Charlevoix and moving back down state to be closer to friends and family.

I am unable to attend the ZBA meeting on July 1, also.

Please call if questions.

Laura Ford

[REDACTED]

--

Ron VanZee-Hayes Township Zoning Admin.
April Hilton - Hayes Township Zoning Admin. Assistant
Phone: 231-547-6961
Email: Zoning@hayestownshipmi.gov

[REDACTED]

[REDACTED]

To: Roy Griffiths, Chair
Hayes Township Planning Commission
Kristen Baranski
Hayes Township Clerk

From: Carey Cuddeback
Zoning Ordinance Committee Lead

June 18, 2026

RE: Proposal for Hayes Township Zoning Ordinance Final Completion Phase

Dear Roy,

We have gone as far as we can go with the development of the new Zoning Ordinance draft. We are ready to move forward with hiring a professional Planner to help us finalize the Zoning Ordinance draft and prepare to present it to the PC, the public and the Board of Trustees.

A quick recap of the work that has transpired since we dismissed Becket & Raider in March of this year:

1. April Hilton and I have re-created (from notes and recordings) all the changes to the BRI 2020 draft that were reviewed in our ZO Committee work sessions (which were public) from July of 2025 to March of 2026, but which were subsequently lost by BRI when their file crashed in late February of this year. This took us about two months.
2. We have incorporated the CREO as a new Article within this ZO draft.
3. We have updated definitions to include the CREO definitions as well as those from our existing ordinance.
4. We have added both a Waterfront Overlay District and a Conservation Reserve Overlay district to our Zoning Districts.
5. All the revised zoning districts now align with the 2025 Master Plan.

While we were in the process of completing this work, we set out to find a professional planner to help us get this project completed once we had taken the draft as far as we could.

We interviewed three different planners – two local and one in Grand Rapids, to determine who would be best suited to work with us. All had excellent qualifications, but we wanted to make sure we recommended someone who has deep knowledge of the specific needs of our rural township – one that does not have a city center and is primarily a bedroom and second home community.

To that end, we are recommending that we go with Jenni Neal of Rolling Hills Planning, LLC, who has an extensive planning background, is currently the part time Planner for Norwood Township and has a side business doing project work for other townships as available. We have met with her and have been assured that she would be able to accommodate the time we require from July forward during evenings and weekends.

These are the key project deliverables that we laid out to the consultants:

1. Review the draft as is and provide content and insight for improvements as needed to the ZO Committee. The consultant should redline the current draft, clarify the questions we have, suggest removing areas that are unnecessary for our township needs, and suggest missing content or content

that needs better definition. The Township will maintain the file master and make the edits as needed.

2. Once the draft is as good as we think we can get it, participate in 3 public special PC meetings (with the ZO Committee participation as well), and one Public Notice meeting at the November PC meeting to present the final ZO draft and answer questions from both the PC and the Public.
3. Incorporate feedback and requested changes from the PC meetings into the draft.
4. Prepare to present the ZO highlights to the Board of Trustees working with PC Chair, Roy Griffiths.

The timing and cost are projected to be as follows:

Timing	Plan Content	Task Description	Hours Estimated	Proposed Cost
July/August	Draft Review	Review and redline/mark-up existing draft to meet the needs of our community	20	\$2,000.00
	Redline Discussions	Meet with ZO Committee to review inputs recommended.	10	\$1,000.00
September /October	PC Special Meetings	Prepare for and attend 3 PC Special Meetings in September to review highlights of the new ZO and answer questions from the public and PC, along with members of the ZO Committee	30	\$3,000.00
November	PC Public Notice Meeting	Prepare short review of ZO highlights for PC meeting and help with questions and public input	10	\$1,000.00
December	Feedback and Detail checking	Help incorporate the public and PC feedback into the draft (April to maintain draft throughout process), help detail annotations and references throughout the document	15	\$1,500.00
January	Board of Trustee Approval	Present the key highlights to the Board of Trustees meeting in January of 2027, along with Roy Griffiths, to obtain approval of new Zoning Ordinance.	15	\$1,500.00
Total Projected			100	\$10,000.00
<i>Note: additional hours incurred beyond the estimate to be billed at \$100/hr.</i>				

We think this workplan is achievable and have reviewed the time requirements with our recommended consultant, Jenni Neal. She has agreed that she has the time in the schedule above to meet our needs.

Please let me know if you'd like to discuss. I'd be happy to get any feedback you may have.

Sincerely,

Carey Cuddeback

Cc: April Hilton
Ron Van Zee
CT Martin



Rolling Hills Planning, LLC
372 Rolling Hills Ln.
Petoskey MI 49720

~~rollinghillsplanning@gmail.com~~

Hayes Township
Bill Conklin, Township Supervisor
9195 Major Douglas Sloan Road
Charlevoix MI 49720

I am pleased to present you a proposal to update the Hayes Township Zoning Ordinance. I will work with the Hayes Township Planning Commission and the ordinance update subcommittee to prepare the update of the Township's Zoning Ordinance for adoption by the Hayes Township Board of Trustees. Support services will include a technical review of the existing ordinance and draft zoning ordinance language, in-person meetings to discuss changes chapter by chapter, and preparation of draft language as needed. A summary of the tasks to be completed, estimated hours, and the proposed cost of the task is listed in the schedule below.

Scope of Services:

Plan Content	Task Description	Hours	Proposed Cost
July through September Activities			
Project initiation and technical review	- Review current ordinance and drafts of revised ordinance - Provide outstanding edits as needed	10	\$ 1,000
Develop language and clarify issues/questions	- Conduct research and analysis of relevant topics - Propose language recommendations - Address questions/comments	18	\$ 1,800
Bi-weekly subcommittee meetings	Attend up to six (6) meetings of the subcommittee - Five (5) meetings to discuss 3-4 articles at a time - One meeting to review final revisions	24	\$ 2,400
October through March Activities			
Planning Commission review and revisions	Attend up to four (4) regular or special meetings of the Planning Commission - Three (3) meetings to discuss 3-4 articles at a time - One meeting to review final revisions	16	\$ 1,600
Final consolidation and zoning recommendations	- Revision and finalization of the zoning ordinance - Presentation to the Planning Commission	8	\$ 800
TOTAL		76	\$ 7,600

Timing:

This ordinance update support is proposed to begin July 1, 2026 and continue through March 31, 2027, after which we will evaluate progress and explore engaging further.

Terms:

- Rolling Hills Planning, LLC will invoice Hayes Township monthly at the end of each month for the month previous.
- The fee for the above scope of services is \$100/hour
- Rolling Hills Planning, LLC will submit for Hayes Township's approval a written estimate for projects and services outside of the scope of this agreement.
- Rolling Hills Planning, LLC will work directly with the Chair of the Planning Commission on all accountability, decisions, and follow through required to execute this proposal.

Thank you for the opportunity to present this proposal and I sincerely look forward to working with you.

Respectfully Submitted

Jenni Neal
COMMUNITY PLANNER

| [REDACTED] | [REDACTED]



1451 Robinson Road SE, Grand Rapids, MI 49506 | www.alignedplanning.org | wells@alignedplanning.org | 616.648.3534

June 17, 2026

Hayes Township Planning Commission and Board of Trustees
9195 Major Douglas Sloan Road
Charlevoix, MI
49720

RE: Offer of Planning Assistance — Zoning Ordinance Review, Amendment, and Adoption

Dear Members of the Planning Commission and Board of Trustees:

My name is Lynee Wells. I am a certified professional planner and the founder of Aligned Planning, a Grand Rapids–based planning and zoning consultancy with twenty-five years of experience working with Michigan communities of all sizes. I am writing to offer my assistance to Hayes Township as you move through the final phases of your Zoning Ordinance update — from draft review and refinement through public engagement and formal adoption.

I work directly with the municipalities I serve. There is no team to be handed off to, no junior staff doing the work while a principal signs the cover sheet. You communicate with me, and I do the work. That directness matters in a process like this, where trust between the planner and the community is not a luxury — it is the foundation of a good outcome.

Understanding the Work

Zoning ordinance work at this stage is among the most consequential planning a community undertakes. The draft is already in hand — the task now is to make sure it is as strong as it can be before it goes to the public, that the public is genuinely heard in that process, and that the final document adopted by the Board of Trustees is one the township can administer with confidence for years to come.

Aligned Planning has prepared and amended zoning ordinances and form-based codes across Michigan, including in communities along the lakeshore, in urbanizing townships, and in historic

downtowns navigating growth pressure. I understand what makes a zoning ordinance work in practice — not just in theory — and I bring that implementation lens to every review.

Proposed Scope of Work

The following scope is organized in the sequence the work would unfold. Each phase builds on the one before it, and I am committed to moving at the pace that serves the township — neither rushing the process nor letting momentum stall.

Phase 1 — Draft Review and Refinement

I will conduct a thorough review of the current draft Zoning Ordinance, providing written content analysis and practical recommendations for improvement. This is not a redline exercise alone — it is a substantive engagement with the policy choices embedded in the draft: use classifications, dimensional standards, administrative procedures, and the clarity of the language itself.

We will work through the review together via calls and Zoom work sessions, iterating until both the township and I are confident the draft reflects the community's intent and is ready to meet the public. The number of sessions needed will depend on the complexity of the feedback; my commitment is to stay in the process until we are satisfied the draft is as strong as it can be.

Estimate of hours: 28-32

Phase 2 — Public Engagement with the Planning Commission

Once the draft is ready, I will participate in three special public meetings of the Planning Commission to present the Zoning Ordinance and facilitate discussion with both the Commission and the public.

- **Meeting 1 (In-Person):** The first meeting will be held in Hayes Township. In-person presence at the opening session is important — it signals respect for the community's time and investment, and it allows for the kind of informal exchange before and after the meeting that shapes how people experience the process.
- **Meetings 2 and 3 (via Zoom):** The subsequent two meetings will be conducted via Zoom, allowing for continued engagement as the draft evolves in response to public input without requiring additional travel.

I will present the ordinance, respond to questions from Planning Commissioners and members of the public, and help the Commission navigate areas of discussion or disagreement with clarity and fairness.

Estimate of hours: 36-40

Phase 3 — Incorporate Planning Commission Feedback

Following the public meeting series, I will compile and incorporate all feedback and direction received from the Planning Commission into the draft ordinance. Changes will be documented clearly so the Commission and township staff can track what was revised and why. The goal is a clean, final draft that reflects the full arc of the public process and is ready for recommendation to the Board of Trustees.

Estimate of hours: 18-25

Phase 4 — Presentation to the Board of Trustees

I will work closely with Planning Commission Chair Roy Griffiths to prepare and deliver a presentation of the Zoning Ordinance highlights to the Board of Trustees. This presentation will be

tailored to the Board's role — focused on the policy decisions embedded in the document, the public process that shaped them, and the administrative framework that will carry the ordinance into practice.

Planning Commission chairs who can bridge the technical work of the Commission and the policy authority of the Board are among the most valuable assets in any adoption process. I look forward to supporting that partnership in every way I can.

Estimate of hours: 10-15

Fee and Terms

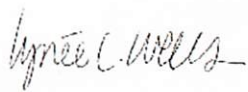
My hourly rate is \$160.00. Mileage for the in-person session will be reimbursed at the standard IRS rate in effect at the time of travel; travel time is billed at the hourly rate. All documents and files will be shared electronically. Note that I provided an anticipated estimate of hours for each task; however, the nature of the project is somewhat fluid and iterative and can vary depending of the depth and extent of changes required. Printed copies of the code, maps, or presentation boards would be billed separately to the Township at the direct cost incurred from the printer.

A Note on Approach

Good zoning is not written for planners. It is written for the people who will live under it, the officials who will administer it, and the community that will shape itself around it. My job in this process is to make sure the ordinance Hayes Township adopts is one your staff can explain at the counter, your Planning Commission can apply at the table, and your residents can understand when they open it.

I would be glad to discuss this proposal in whatever form is most useful — a call, a Zoom, or a visit to the township. Please do not hesitate to reach out with questions or to propose modifications to the scope.

Sincerely,



ALIGNED PLANNING

Lynée Wells, AICP

Founder + CEO

**RESOLUTION 07132026, TO AMEND RESOLUTION 06082026 OF THE TOWNSHIP BOARD OF
HAYES TOWNSHIP**

Hayes Township Free Food Pantry and Holiday Meal Box Program Resolution

WHEREAS, on June 8, 2026, the Hayes Township Board of Trustees approved Resolution 06082026 titled "Resolution 06082026 Hayes Township Free Food Pantry and Holiday Meal Box Program Resolution"; and

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

WHEREAS, MCL 41.181 authorizes a Township to regulate the public health, safety and general welfare of Township residents; 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.

BE IT FURTHER RESOLVED that the Township Board shall adopt rules and procedures governing the acceptance and the safe handling of food donations;

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

Township Supervisor Signature: _____

Attest (Township Clerk): _____