

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
July 13th 2026 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720

The July 13th, 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: Roy Griffiths, Diane Conklin, David Zipp, Mel Czechowski, Andy Balderson, Bob Jess, Steve Hassell, Carol Umlor, Bob Fowler, and Linda Balderson.

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, Julie Collard, and William Conklin.

Nays: None Motion Carried

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

Comments included:

- Short-Term Rental and Data Center Work Groups and JMT Sanitation are extending their service to Charlevoix County.

Closed at 7:06 pm

APPROVAL OF June 8TH 2026 BOT REGULAR MEETING MINUTES:

Mr. Kuebler made a motion, supported by Mr. Cunningham, to approve the June 8th, 2026, Board of Trustees regular meeting minutes as corrected.

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

Nays: None Motion Carried

APPROVAL OF JUNE 23rd 2026, BOT BUDGET HEARING MINUTES:

Ms. Baranski made a motion, supported by Ms. Collard, to approve the June 23rd, 2026, Board of Trustees Budget Hearing minutes as presented.

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

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Nays: None **Motion Carried**

TREASURERS REPORT

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

CLERKS REPORT: APPROVAL OF WARRANTS

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

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

Nays: None **Motion Carried**

Clerk Kristin Baranski presented the warrants for \$97,111.71

Ms. Baranski made a motion, supported by Ms. Collard, to approve Township warrants out of the General Fund for \$97,111.71. A roll call was taken.

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

Nays: None **Motion Carried**

Ms. Baranski made a motion, supported by Ms. Collard, to approve the installment payment for the EMS building loan 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, Julie Collard and Kristin Baranski.

Nays: None **Motion Carried**

COUNTY COMMISSIONER REPORT

Bob Jess presented the County Commissioner's report.

PARKS AND REC. REPORT

Ms. Collard presented a Parks and Rec. Report. August 1st 2026, will be the Township Picnic at the Hayes Township Park.

PLANNING COMMISSION.

Mr. Cunningham presented the Planning Commission Report. The next regular Planning Commission meeting is on July 21, 2026, at 7:00 pm.

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ZONING BOARD OF APPEALS

The ZBA met on July 1st 2026, Variance Request case for 6995 Birdland Drive was approved, and the Variance Request case for 7345 Birdland Drive was approved.

TRUSTEE'S:

Mr. Cunningham stated that after the Swim Buoys were installed at Hayes Township Park, one sank; however, it has been replaced.

ZONING ADMINISTRATOR REPORT April Hilton presented a Zoning Administrator report.

SUPERVISOR REPORT:

William Conklin presented a supervisor report.

NEW BUSINESS

LCEMS ADD BAY TOWNSHIP TO AUTHORITY:

Ms. Baranski made a motion, supported by Mr. Kuebler, to adopt the amended LCEMS article of incorporation to allow Bay Township to join as an Incorporated Member of the Authority. A roll call was taken.

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

Nays: None Motion Carried

FIRE CONTRACT 2026/2027:

The board came to a consensus to request that Todd Millar create language for the November Ballot for a proposed three-year fire mileage of half a million.

The board came to a consensus to add language to the 3 year fire contract for \$109,320.00 to include quarterly payments with a 90 day contract cancellation policy with the additional conditions that Charlevoix Township and the Fire Department hold quarterly meetings with Hayes Township officials (minimum of two Board Members) to share fire expense and revenue activity reports, budget reports and be available to discuss any concerns and/or questions the officials may have. Charlevoix Township must keep a fully equipped truck in the Hayes Township Fire Barn.

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ZBA RESIGNATION AND POSITION POSTING:

Ms. Baranski made a motion, supported by Ms. Collard, to accept Laura Ford's resignation from the Zoning Board of Appeals as an alternate.

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

Nays: None **Motion Carried**

Ms. Collard will post the open position for the Zoning Board of Appeals alternate on the Township website.

PLANNING CONSULTANT PLANNING COMMISSION REQUEST:

Ms. Baranski made a motion, with Mr. Kuebler supporting, to hire Jenny Neal as the professional planner to review the Zoning Ordinance revision for \$7600.00.

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

Nays: None **Motion Carried**

PANTRY RESOLUTION UPDATE:

**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

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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 regularly; 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 as amended by the Township Board of Hayes Township on this 13th day of July, 2026.

Ms. Collard made a motion, supported by Ms. Baranski, to adopt resolution 07132026 to amend resolution 06082026.

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

Nays: None

Motion Carried

PA BE SHAN DISCUSSION:

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Equalization requested that the Board of Trustees pass a resolution to correct four addresses to Pa Be Shan from Pa Ba Shan.

Supervisor Bill Conklin will reach out to the four property owners and report back to the Board in August.

PUBLIC COMMENTS: Public comments opened at 8:41 pm.

Comments included:

- Use AI to record and take minutes for Township meetings.

Public comments closed at 8:45 pm.

BOARD OF TRUSTEES COMMENT:

Bill will begin interviewing Audit Companies.

ADJOURNMENT: Mr. Cunningham made a motion, supported by Mr. Kuebler, to adjourn at 8:46 p.m.

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

Nays: None

Motion Carried

Respectfully Submitted,

April Hilton Hayes Township Deputy Clerk/Recording Secretary