

**AGENDA**  
**HAYES TOWNSHIP BOARD OF TRUSTEES**  
**November 8, 2021**  
**Hayes Township Hall**  
**9195 Major Douglas Sloan Road**  
**Charlevoix, Michigan 49720**

Join Zoom Meeting

<https://us02web.zoom.us/j/87439812422?pwd=cEhhdmM4djllTjhXOFUzY0JHcDRtUT09>

Meeting ID: 874 3981 2422

Passcode: 919258

+1 312 626 6799 US

1. Call to Order
2. Pledge of Allegiance
3. Review and Approval of Agenda
4. Public Comment unrelated to Agenda Items
5. Approval of Regular Meeting Minutes of October 11<sup>th</sup>, 2021 and Special Meeting Minutes of October 26<sup>th</sup>, 2021
6. Treasurers Report
7. Clerks Report: Approval of Warrants
8. Reports: County Commissioner, Zoning Administrator, Planning Commission Representative, Zoning Board of Appeals, Trustee's, Cemetery and Supervisor Reports

**NEW BUSINESS**

9. American Rescue Plan Act (ARPA)/Coronavirus Local Fiscal Recovery Fund (CLFRF) Account Resolution
10. Zoning Administrator Equipment
11. December Discussion (Term expirations/website/visual and audio hall)
12. Public Comments

**ADJOURN MEETING**

Welcome to Hayes Township Board of Trustees Meeting. We are glad you could join us as we discuss the future of our Township as well as attend to the day to day obligations.

1. The agenda is typically prepared in advance of the meeting so that the board and the public have an opportunity to prepare for our meeting. There may other issues that arise between when it is prepared and meeting time, we may make amendments or adopt as presented.
2. Public Comment is a time when the public may speak on any subject concerning the township.
3. The first real order of business prior to beginning new business is to approve the minutes of the previous meeting. This allows the board to correct any errors and provide an accurate record of that meeting.
4. Approval of warrants: The Board of Trustees is responsible as a whole to ensure that your tax dollars are spent wisely and that expenditures are accurate and properly accounted for. Each member of the board is equally responsible. The Clerk or Deputy Clerk prepare and sign checks for invoices submitted. The Treasurer reviews all invoices against the checks to again check for accuracy. After the warrants are approved by the board, the Treasurer signs and disburses the checks to each vendor.

The next few items on the agenda are the reports from different aspects of the Township and the County. By hearing those reports ahead of new business, it allows the board to have a better understanding of the township as a whole preparing them for better decisions.

To best facilitate a hybrid meeting (in person as well as ZOOM) for the public, please adhere to the following guidelines:

In person attendance

1. Doors to the hall will open at 6:45 pm
2. Please voluntarily provide a name for the record
3. Please hold all comments until the appropriate designated public comment agenda item
4. To maintain an orderly meeting while providing opportunity for the public to be heard, Planning Commission Chairman will call names in appropriate order
5. We ask that you voluntarily state your name for the record
6. Direct all comments to the planning commission
7. Keep comments brief and to the point (3 minutes per person); deputy clerk will advise when time is up
8. Do not speak while others are speaking
9. Minutes may not be yielded to other speakers.

Via ZOOM attendance

1. Upon signing into the meeting, please voluntarily provide a name for the record
2. All ZOOM participants will be admitted from the waiting room prior to the start of the meeting
3. All ZOOM participants will remain muted until called on during the appropriate designated public comment agenda item
4. Please raise your hand to be called on during public comments
5. Direct all comments to the planning commission
6. Keep comments brief and to the point (3 minutes per person); participant will be muted at 3 minutes
7. Minutes may not be yielded to other speakers.